



IF YOU WISH TO ADDRESS THE CITY COUNCIL,
PLEASE COMPLETE FORM LOCATED ON DESK AT ENTRANCE AND PASS TO MAYOR.

AGENDA - CITY COUNCIL MEETING

June 25, 2013

6:30 p.m.

1. **CALL TO ORDER.**
2. **PLEDGE OF ALLEGIANCE** - Invocation by Michelle Woods, 1st Ward City Councilmember.
3. **ROLL CALL.**
4. **ADOPTION OF AGENDA.**
5. **PRESENTATIONS/PROCLAMATIONS.**
6. **CITIZEN COMMENTS - AGENDA ITEMS (3-Minute Limit).**
7. **CONSENT CALENDAR.**
 - A. **Minutes of the Regular Meeting on June 11, 2013:**
Approve the minutes of the regular City Council meeting of June 11, 2013.
 - B. **Outdoor Outreach Ministries:**
Approve the request from the Faith Temple Ministries to conduct their Outdoor Outreach Ministries at the CMS Energy Amphitheatre on Saturday, July 13, 2013, from 10:00 a.m. - 5:00 p.m. (proper insurance has been received).
 - C. **Parking Lot Rodeo/Practice:**
Approve the request from Gold Wing Road Riders Association to conduct their Parking Lot Rodeo/Practice in the parking lot behind Wendy's Corporate Headquarters on Saturday, July 20, 2013, from 9:30 a.m. - 6:00 p.m. (proper insurance has been received).
 - D. **Crazy Cowboy Birthday Party:**
Approve the request from Crazy Cowboy to conduct their annual Birthday Party in downtown Jackson on Mechanic Street between Cortland and Washington on Friday, July 26, 2013 through Sunday, July 28, 2013, from 3:00 p.m. - 3:00 a.m., respectively (proper insurance has been received).

- E. Victory Lane Outdoor Events:**
Approve the request from Darlin, LLC (One-Five-One) to conduct their outdoor events in Victory Lane on the following dates: June 28th, July 5th, 12th, 19th, 26th, August 2nd, 9th, 16th, 23rd, and 30, 2013, from 3:00 p.m. – 2:00 a.m. (contingent upon receipt of proper insurance).
- F. Picnic in the Park:**
Approve the request from the Downtown Development Authority to conduct their annual Picnic in the Park in Bucky Harris Park on the following dates: July 9th, 16th, 23rd, 30th, and August 6th, 13th, 20th, and 27, 2013, from 11:00 a.m. – 1:30 p.m. (proper insurance has been received).
- G. Relay for Life:**
Approve the request from the American Cancer Society to conduct their annual Relay for Life for Jackson County in Cascades Falls Park on Friday, August 2, 2013, and Saturday, August 3, 2013, from 8:00 a.m. on August 2 – 8:00 p.m. on August 3, 2013 (proper insurance has been received).
- H. End of Summer Fireworks Show:**
Approve the request from Jackson County Parks Department to conduct their annual End of Summer Fireworks Show at Cascades Park on Saturday, August 31, 2013, from 9:00 a.m. – 11:00 p.m. (proper insurance has been received).
- I. Allegiance Race to Health and Family Wellness Day:**
Approve the request from Allegiance Health to conduct their annual Race to Health and Family Wellness Day at 205 N. East Avenue, and surrounding streets on Saturday, September 7, 2013, from 6:00 a.m. – 12:00 p.m. (contingent upon receipt of proper insurance).
- J. Carriage Rides:**
Approve the request from Springport Carriage Company, LLC, to conduct carriage rides in downtown Jackson on Friday and Saturday evenings and/or special events throughout the year (proper insurance has been received).
- K. Traffic Control Order No. 2155 – Autistic Child Signs Request:**
Approve Traffic Control Order No. 2155 for installation of Autistic Child Signs on N. Waterloo Street.
- L. Revocable Licenses to JTA:**
Approve six (6) revocable licenses requested by the Jackson Area Transportation Authority for the construction of bus stop shelters upon the City’s right-of-way at various locations, and authorization for the Mayor and Treasurer/City Clerk to execute the appropriate documents.

M. CDBG and HOME Financial Statements through May 31, 2013:
Receive the Community Development Block Grant (CDBG) and HOME Financial Summaries through May 31, 2013.

N. City Financial Statements Ending May 31, 2013:
Receive the City of Jackson's summary of revenue and expenditures for eleven (11) months ended, May 31, 2013.

8. PUBLIC HEARINGS.

A. MMP Molded Magnesium Products, LLC - IFEC:
Public hearing regarding the application filed by MMP Molded Magnesium Products, LLC, 2336 E. High Street, for an Industrial Facilities Tax Exemption Certificate.

1. Consider a resolution approving an application for an Industrial Facilities Tax Exemption Certificate (IFTEC) for MMP Molded Magnesium Products, LLC.

B. Great Lakes Metal Finishing, LLC - Industrial Development District No. 95:

Public hearing regarding the request filed by Great Lakes Metal Finishing, LLC, to create Industrial Development District No. 95.

1. Consideration of a resolution creating Industrial Development District No. 95.

C. Street Construction - Monroe Street from West Avenue to Clinton Road.
Public hearing determining the necessity of street construction on Monroe Street from West Avenue to Clinton Road.

1. Consider a resolution ordering the construction and preparation of the special assessment roll.

9. OTHER BUSINESS.

A. Ordinance No. 2013.13, Medical Marihuana Ordinance - Chapter 16 Amendments (Second/Final Reading):

Final adoption of Ordinance No. 2013.13, amending Sections 16-510 through 16-514, Chapter 16, and adding Sections 16-515 through 16-518 to Chapter 16, City Code, to provide for the health, welfare and safety of the citizens of the City by permitting and regulating the growing and consumption of medical marihuana by patients registered and qualified to consume and grow medical marihuana by the Michigan Department of Community Health pursuant to the Michigan Medical Marihuana Act, and to further provide for regulations of locations at which registered primary caregivers may cultivate medical marihuana for qualifying patients.

- B. Ordinance No. 2013.14, Medical Marihuana Ordinance - Chapter 18 Amendments (Second/Final Reading):**
Final adoption of Ordinance No. 2013.14, amending Sections 18-151 through 18-159, Chapter 18, City Code, to provide for the health, welfare and safety of the citizens of the City by providing an exception to the possession or use of marihuana to qualifying patients and primary caregivers who are validly registered by the Michigan Department of Community Health or its successor agency pursuant to the Medical Marihuana Act.
- C. Ordinance No. 485, Compensation Rates - Administrative & Supervisory Employees (Second/Final Reading):**
Final adoption of Ordinance No. 485 establishing compensation rates for administrative and supervisory employees of the City.
- D. Ordinance No. 486, Compensation Rates - Certain Appointed Officials (Second/Final Reading):**
Final adoption of Ordinance No. 486 establishing compensation rates for certain appointed officials of the City.

10. NEW BUSINESS.

- A. Resolution amending General Fund Property Tax Maintenance Budget:**
Approve a resolution amending the General Fund Property Tax Maintenance Budget, Fiscal Year 2012-13, with an increase of \$10,000 for mowing tax reverted lots.
- B. Resolution - Utility Rates for Water, Wastewater and Stormwater:**
Approve a resolution maintaining current utility rates for water and wastewater, and reducing the stormwater fee by six (6) percent for fiscal year 2013-2014.
- C. Resolutions - Consumers Energy Standard Streetlighting Contract:**
Approve the resolutions for changes to Consumers Energy Standard Streetlighting Contract and authorization for the Mayor and City Treasurer/Clerk to sign the appropriate documents.
- D. Resolution - MDOT Signal Installations:**
Approve a resolution for cost agreements with the Michigan Department of Transportation for signal installations, and authorization for the Mayor and City Treasurer/Clerk to execute the appropriate contract documents.
- E. Jackson Housing Commission - Interim Executive Director Compensation:**
Approve the Mayor's recommendation to approve the compensation level for the Interim Executive Director for the Jackson Housing Commission, as required by City Council Resolution 2012-84, and Ordinance Chapter

14, Sec. 14-125, in concurrence with the recommendation of the Jackson Housing Commission Board of Commissioners.

- F. Balancing Change Order No. 1 - Third St. & Douglas Ct. Sewer Construction:**
Approve Balancing Change Order No. 1 to the contract with Bailey Excavating, Inc., in the decreased amount of \$2,176.03 to balance quantities for contract pay items and to add pay items not included in the original contract for the Third Street and Douglas Court Sewer Construction project, and authorization for the City Manager and City Engineer to execute the appropriate document.
 - G. Petitions for Repeal of "Rental Registry":**
Approve the recommendation of the City Treasurer/Clerk regarding Non-Owner Occupied Registry Fees.
 - H. Police Department - In-Car Video System:**
Approve the authorization for the Police Department to replace and upgrade the In-Car Video System at the quoted cost of \$104,589.00.
 - I. Ordinance - Fireworks (First Reading):**
Consider an ordinance to repeal existing Chapter 18, Article VII, Section 18-183, City Code ("Fireworks"), and to adopt new sections 18-186 through 18-195 in Chapter 18, Article VII to provide for the regulation of the ignition, discharge and use of consumer fireworks, as allowed under the Michigan Fireworks Safety Act, MCL 28.451 et seq., as amended.
 - J. Resolution of Notification to Jackson County to Release the City's Right of First Refusal:**
Approve a Resolution of Notification to Jackson County to release the City of Jackson's Right of First Refusal for certain properties under PA 123 of 1999.
 - K. Ordinance - Otsego Apartments PILOT:**
Approve an ordinance to provide for a service charge in lieu of taxes (PILOT) for a proposed multiple-family dwelling project for elderly persons of low income to be financed or assisted pursuant to provision of the State Housing Development Authority of 1966, as amended.
- 11. CITIZEN COMMENTS - NON-AGENDA ITEMS (3-Minute Limit).**
 - 12. CITY COUNCILMEMBERS' COMMENTS.**
 - 13. MANAGER'S COMMENTS.**
 - 14. ADJOURNMENT.**



Founded July 3, 1829

Andrew J. Wrozek, Jr.
City Treasurer / City Clerk

161 W. Michigan Ave. • Jackson, MI 49201
Treasurer (517) 788-4043 • Income Tax Office (517) 788-4044 • Clerk (517) 788-4025

JACKSON CITY COUNCIL MEETING

MINUTES

June 11, 2013

CALL TO ORDER:

The Jackson City Council met in regular session in City Hall and was called to order at 6:30 p.m. by Mayor Griffin.

PLEDGE OF ALLEGIANCE-INVOCATION:

The Council joined in the pledge of allegiance. The invocation was given by Councilmember Dobies.

ROLL CALL:

Present: Mayor Martin J. Griffin, Councilmembers Michelle L. Woods, Kimberly Jaquish, Daniel P. Greer, Laura Dwyer Schlecte, Andrew R. Frounfelker and Derek J. Dobies – 7. Absent: – 0.

Also present: City Manager Patrick Burtch, City Attorney Julius Giglio, City Engineer Jon Dowling, Police Chief Matt Heins, and City Treasurer/Clerk Andrew J. Wrozek, Jr.

AGENDA:

Motion was made by Councilmember Dobies and seconded by Councilmember Woods to approve the agenda as presented. The motion was adopted by the following vote. Yeas: Mayor Griffin, and Councilmembers Woods, Jaquish, Greer, Schlecte, Frounfelker and Dobies – 7. Nays: 0. Absent: 0.

PRESENTATIONS/PROCLAMATIONS

Dr. Cliff Lampe a Professor at the University of Michigan School of Information. The school specializes in how people use communication to collaborate effectively. The school has approx. 350 Master students, 200 Undergraduate students, and 50 PhD

students. He is proposing a partnership for three (3) years which would bring in teams of students to work with the City of Jackson and the citizens of Jackson to create new products and services that will help information to flow in both directions. The students are experts in Human Computer Interaction, Library Science, and Social Computing. The students would come in 6-10 groups of students in the winter for the January term. The students would work closely to develop partnership and applications around a variety of information services in the City.

1. CONSIDER A RESOLUTION CREATING A FORMAL PARTNERSHIP WITH THE UNIVERSITY OF MICHIGAN SCHOOL OF INFORMATION.

Motion was made by Councilmember Dobies and seconded by Councilmember Schlechte to adopt the resolution. The motion was adopted by the following vote. Yeas: Mayor Griffin, and Councilmembers Woods, Jaquish, Greer, Schlechte, Frounfelker and Dobies – 7. Nays: 0. Absent: 0.

CITIZEN COMMENTS - AGENDA ITEMS (3-MINUTE).

Joe Cain of 135 W. Pearl spoke regarding the Medical Marihuana Ordinance. He said it would conflict with the Home Rules Act and would deny caregivers equality of law. He said when caregivers are forced to identify themselves it is a violation of the privacy act of the law. He said that anyone who causes information to be leaked would be guilty of a misdemeanor resulting in 6 months in jail and/or \$500 fine. He said he will pursue these situations because the caregivers always end up in jail. He also said that it discourages people from entering the program. He said if Council votes to overturn the act it makes the costs for patients to go up.

Patricia Ryals, President of Resident Council at Reed Manor. She addressed agenda item F1. She does not feel that the insurance policy that was chosen is most beneficial for employees. She stated a policy was initially chosen by the Interim Director and it was more beneficial to the employees and it was rescinded. She said the manner that it was handled was improper and unfair to the employees. She also addressed agenda item F3. She stated the Resident Council finds issue with how Phil Fracker was named Interim Executive Director as well. He was given approval to seek legal counsel when the previous Interim Director, Kim Truman was denied it. They also have issue with the President that was appointed to the board. She said she is extremely combative, arrogant and very condescending and they highly resent that.

CONSENT CALENDAR:

Motion was made by Councilmember Dobies and seconded by Councilmember Jaquish to approve the following Consent Calendar. The motion was adopted by the

following vote. Yeas: Mayor Griffin, and Councilmembers Woods, Jaquish, Greer, Schlechte, Frounfelker, and Dobies – 7. Nays: 0. Absent: 0.

Consent Calendar

- A. **MINUTES OF THE REGULAR MEETING ON MAY 28, 2013:**
Approve the minutes of the regular City Council meeting of May 28, 2013.

- B. **JULY 3RD FIREWORKS SHOW:**
Approve the request from Jackson County Parks Department to conduct their annual July 3rd Fireworks Show at Cascades Park on Wednesday, July 3, 2013, from 9:00 a.m. - 11:00 p.m. (Recommended approval has been received from Police, Fire, Engineering, Public Works, and Recreation Departments, and the Downtown Development Authority. Proper insurance has been received).

- C. **HOT AIR JUBILEE:**
Approval of the request from the Jackson Hot Air Jubilee to conduct their annual Hot Air Jubilee at Ella Sharp Park on July 19, 20, and 21, 2013, from 8:00 a.m. on July 19th thru 12:00 p.m. (this is the final hour of breakdown) on July 22nd (Recommended approval has been received from Police, Fire, Engineering, Public Works, and Recreation Departments, and the Downtown Development Authority. Proper insurance has been received).

- D. **BEER, BRATS, AND BEETHOVEN:**
Approve the request from the Jackson Symphony Orchestra to conduct Beer, Brats, and Beethoven at the Riverwalk Amphitheatre on July 27, 2013, from 9:00 a.m. to 10:00 p.m.

- E. **TRAFFIC CONTROL ORDER NOS. 2150, 2151, 2152, and 2153:**
Approve Traffic Control Order Nos. 2150, 2151, 2152, and 2153, related to the upcoming two-way conversion of Steward Avenue and Blackstone Street/Lansing Avenue.

- F. **TRAFFIC CONTROL ORDER NO. 2154:**
Approve Traffic Control Order No. 2154, for parking restriction on Myrtle Street during Jackson County Fair Week.

- G. **WATER & WASTEWATER TREATMENT CHEMICALS:**
Approve the award of the respective chemical supply contracts to the low bidders listed for the Fiscal Year 2013-2014 Water and Wastewater Treatment Plant chemicals, and authorization for the Mayor and City Treasurer/Clerk to execute the contract documents.

**H. HUMAN RELATIONS COMMISSION RESIGNATION:
Receipt with regret the resignation of M. Teresa Gibson from the
Jackson Human Relations Commission.**

OTHER BUSINESS:

**A. REPEAL MEDICAL MARIHUANA ORDINANCE (SECOND/FINAL
READING):**

Final adoption of Ordinance No. 2013.12, repealing Ordinance No. 2012.40, which created a temporary moratorium on the establishment of operations and the issuance of permits or licenses for operations that relate to either the cultivation, dispensing, or use of medical marihuana in the City of Jackson.

Motion was made by Councilmember Dobies and seconded by Councilmember Schlecte to adopt Ordinance 2013.12. The motion was adopted by the following vote. Yeas: Mayor Griffin, and Councilmembers Woods, Jaquish, Greer, Schlecte, and Dobies – 6. Nays: Councilmember Frounfelker – 1. Absent: 0.

Motion was made by Councilmember Greer and seconded by Councilmember Jaquish to reconsider item 9A. The motion was adopted by the following vote. Yeas: Mayor Griffin, and Councilmembers Woods, Jaquish, Greer, Frounfelker, and Dobies – 6. Nays: Councilmember Schlecte – 1. Absent: 0.

Motion was re-made by Councilmember Dobies and seconded by Councilmember Schlecte to repeal the Medical Marihuana Ordinance. The motion was adopted by the following vote. Yeas: Mayor Griffin, and Councilmembers Woods, Jaquish, Schlecte, and Dobies – 5. Nays: Councilmembers Greer & Frounfelker – 2. Absent: 0.

NEW BUSINESS

**A. MEDICAL MARIHUANA ORDINANCE- CHAPTER 16 AMENDMENTS
(FIRST READING):**

Consider an ordinance amending Sections 16-510 through 16-514, Chapter 16, and adding Sections 16-515 through 16-518 to Chapter 16, City Code, to provide for the health, welfare and safety of the citizen of the City by permitting and regulating the growing and consumption of medical marihuana by patients registered and qualified to consume and grow medical marihuana by the Michigan Department of Community Health pursuant to the Michigan Medical Marihuana Act, and to further provide for regulations of locations at which

registered primary caregivers may cultivate medical marihuana for qualifying patients.

Motion was made by Councilmember Schlecte and seconded by Councilmember Dobies to approve the ordinance and place it on the next regular Council meeting agenda for final adoption. The motion was adopted by the following vote. Yeas: Mayor Griffin, and Councilmembers Woods, Jaquish, Schlecte, and Dobies – 5. Nays: Councilmembers Greer and Frounfelker – 2. Absent: 0.

B. MEDICAL MARIHUANA ORDINANCE - CHAPTER 18 AMENDMENTS (FIRST READING):

Consider an ordinance amending Sections 18-151 through 18-159, Chapter 18, City Code, to provide for the health, welfare and safety of the citizens of the City by providing an exception to the possession or use of marihuana to qualifying patients and primary caregivers who are validly registered by the Michigan Department of Community Health or its successor agency pursuant to the Medical Marihuana Act.

Motion was made by Councilmember Schlecte and seconded by Councilmember Woods to approve the ordinance and place it on the next regular Council meeting agenda for final adoption. The motion was adopted by the following vote. Yeas: Mayor Griffin, and Councilmembers Woods, Jaquish, Schlecte, Frounfelker and Dobies – 6. Nays: Councilmember Greer – 1. Absent: 0.

C. 2013 SEWER REHABILITATION CONTRACT BID AWARD:

Consideration of a bid award for the 2013 Sewer Rehabilitation Contract to Layne Inliner, LLC, of Hilliard, Ohio, in the amount of \$264,611.00, to rehabilitate sections of antiquated and/or damaged sewers at various locations throughout the city, and authorization for the Mayor and City Clerk to execute the appropriate document(s), in accordance with the Purchasing Agent.

Motion was made by Councilmember Greer and seconded by Councilmember Dobies to approve the contract. The motion was adopted by the following vote. Yeas: Mayor Griffin, and Councilmembers Woods, Jaquish, Greer, Schlecte, Frounfelker, and Dobies – 7. Nays: 0. Absent: 0.

D. COMPENSATION RATES - ADMINISTRATIVE & SUPERVISORY EMPLOYEES (FIRST READING):

Consider an ordinance establishing compensation rates for administrative and supervisory employees of the City.

Motion was made by Councilmember Greer and seconded by Councilmember Dobies to approve the ordinance and place it on the next regular Council meeting agenda for final adoption. The motion was adopted by the

following vote. Yeas: Mayor Griffin, and Councilmembers Woods, Jaquish, Greer, Schlecte, Frounfelker, and Dobies – 7. Nays: 0. Absent: 0.

E. COMPENSATION RATES - CERTAIN APPOINTED OFFICIALS (FIRST READING)

Consider an ordinance establishing compensation rates for certain appointed officials of the City.

Motion was made by Councilmember Greer and seconded by Councilmember Dobies to approve the ordinance and place it on the next regular Council meeting agenda for final adoption. The motion was adopted by the following vote. Yeas: Mayor Griffin, and Councilmembers Woods, Jaquish, Greer, Schlecte, Frounfelker, and Dobies – 7. Nays: 0. Absent: 0.

F. JACKSON HOUSING COMMISSION RECOMMENDATION:

Approve the Mayor's recommendation to:

- 1. Accept the Jackson Housing Commission (JHC) Board of Commissioner's approval of the alternative BCN\$5000 proposal to provide healthcare insurance for JHC employees as submitted by JFP Benefit Management;**

Motion was made by Councilmember Greer and seconded by Councilmember Dobies to approve the recommendation. The motion was adopted by the following vote. Yeas: Mayor Griffin, and Councilmembers Woods, Greer, Schlecte, Frounfelker, and Dobies – 6. Nays: Councilmember Jaquish – 1. Absent: 0.

- 2. Instruct the City Attorney to dismiss the lawsuit filed by the City of Jackson against the Jackson Housing Commission (case number 13-1578-AW) filed in the 4th Circuit Court for the County of Jackson on May 28, 2013, and**

Motion was made by Councilmember Dobies and seconded by Councilmember Greer to approve the recommendation. The motion was adopted by the following vote. Yeas: Mayor Griffin, and Councilmembers Woods, Jaquish, Greer, Schlecte, Frounfelker, and Dobies – 7. Nays: 0. Absent: 0.

- 3. Approve the salary negotiated by JHC Board President Michelle L. Pultz-Orthaus and Commissioner James Stark with Phil Fracker to serve as Interim Executive Director for a period of six (6) months or until a new Executive Director is hired by the JHC Board of Commissioners.**

Motion was made by Councilmember Greer and seconded by

Councilmember Woods to approve the recommendation. The motion was adopted by the following vote. Yeas: Mayor Griffin, and Councilmembers Woods, Greer, Schlecte, and Dobies – 5. Nays: Councilmembers Jaquish & Frounfelker – 2. Absent: 0.

G. CHANGE ORDER #1 - EMERGENCY HAZARD REHABILITATION CONTRACT - 619 W. GANSON ST.

Approve Change Order #1 in the amount of \$6,041.00 to increase the Emergency Hazard Rehabilitation Contract for 619 W. Ganson Street.

Motion was made by Councilmember Woods and seconded by Councilmember Jaquish to approve the order. The motion was adopted by the following vote. Yeas: Mayor Griffin, and Councilmembers Woods, Jaquish, Greer, Schlecte, Frounfelker, and Dobies – 7. Nays: 0. Absent: 0.

CITIZEN COMMENTS - NON-AGENDA ITEMS (3-MINUTE LIMIT):

Ted Brzezinski of 809 Greenwood spoke about promoting Jackson. He is proposing that we use the train station as a focal point of Jackson. It is the oldest in the country that is active. He said we could decorate the area and maybe have lectures for tourists. He also proposed doing an arts festival from the Michigan Theater down to the old prison maybe on Labor Day. His final proposition was to remove the two planters that are on Greenwood Ave and move them to the city limits signs on West Ave and Cooper St.

CITY COUNCILMEMBERS' COMMENTS:

Councilmember Jaquish- she would like the Council to get minutes of all the meetings from all the commissions, committees, and boards in order to make informed decisions. She said it would be a good way to be in the loop and it would add to transparency in the government. She said she would like to see an agenda item perhaps a resolution making it a requirement for each of these groups to send meeting minutes to the Councilmembers.

Councilmember Schlecte- is involved with the Fitness Council. She said they are doing an Amazing Race fundraiser event on August 17, 2013. It will utilize walking, biking and bus routes and even canoeing in close proximity in the City. She also said the Michigan Association of Realtors has awarded the Jackson Area Association of Realtors with a \$2000 Placemaking Grant. A meeting on it will be June 13th at noon at the Jackson Area Association of Realtors Office. It consists of projects that will help the community and it helps people want to be here. The Jackson Community Foundation is also giving \$2000 matching funds.

Councilmember Dobies-wanted to say how excited he is about the University of Michigan project. He wanted to thank everyone for coming out to the meeting. He

wanted to congratulate Councilmember Schlecte who spearheaded the Medical Marihuana Ordinance as well as Councilmember Greer who did a lot of work on that too. He said he had a great neighborhood meeting on June 10th with the residents around the High Street, Greenwood, Griswold, and West area. He said to echo the transparency idea; he would like to get agenda packets a bit sooner.

Mayor Griffin-wanted to thank Councilmember Frounfelker for sitting in for him while he was on his way back from visiting the 5th graders from Frost School in Cucuron, France that he paid for at his own expense. He said it is a great program and it is done at Frost Schools. He said it is open to any schools interested under Schools of Choice, and if anyone wants information they should contact Donna Thomas at Frost School for the next school year. He said he was shown all around the City and had a really great time. He also wanted to say that there has been a lot in the paper about the Jackson Housing Commission. He said that there is going to be a lot that comes out on that. He has asked the Inspector General to do an Inspector General investigation of the Housing Commission. He said there has been some very serious, outlandish spending there. He said over a 1/3 of a million dollars was spent on the Director's office which included a tile and glass shower. He wondered why the Housing Commission Director in Jackson, Michigan needed something like that in his office. He said it was \$350,000 that could have been used on the residents, but instead it was spent on the Director's office. He said that was a shame. He said the members there have been sold a bill of goods for the last year and that all will come out as well.

ADJOURNMENT:

No further business being presented, a motion was made by Councilmember Greer to adjourn the meeting. The motion was adopted by unanimous voice vote and the meeting adjourned at 7:06 p.m.

Andrew J. Wrozek Jr.
City Treasurer/Clerk

AJW/car



Jackson Downtown Development Authority

**CITY COUNCIL MEETING
June 25, 2013**

June 17, 2013

MEMO TO: Honorable Mayor and City Council Members

FROM: Jonathan Greene, Executive Director

SUBJECT: Special Event Application: Outdoor Outreach Ministries

RECOMMENDATION: Approval of the request from the Faith Temple Ministries to conduct their Outdoor Outreach Ministries at the CMS Energy Amphitheatre on Saturday, July 13, 2013 from 10:00 a.m. – 5:00 p.m. Insurance has been approved.

DEPARTMENTAL APPROVAL SUMMARY

Approvals noted below by each department indicate they have been made aware of the request and the capacity of their department has been met. Conditions of their approval and special considerations are noted.

Department	Approval	Denial	Economic Impact
Police	x		\$0
Fire	x		\$0
Engineering	x		\$0
Public Works	x		\$0
Recreation	x		\$0
DDA	x		\$0
			<hr/>
			\$0

Conditions and Considerations: none.

Insurance Status: Approved

att: Special Event Application: **Outdoor Outreach Ministries**

JG/RR

CITY OF JACKSON
SPECIAL EVENT APPLICATION

Downtown Development Authority ~ 161 W. Michigan Avenue ~ Jackson, MI 49201
(517) 768-6410

Date Received By DDA Office: 6/14/13 Time: 3pm By: RR

Please complete this application in accordance with the City of Jackson Special Events Policy, and return it to the Office of the Downtown Development Authority at least 30 calendar days before the first day of the event.

Sponsoring Organization's Legal Name: Faith Temple Word of Faith Ministries
Organization Address: 1020 N Blackstone street PO Box 4305 Jackson, MI 49204
Organization Agent: John Walker Title: CEO / Founder / Pastor
Phone: (work) 517-783-4837 Phone: (home) 517-195-2679 Phone: (during the event) 517-206-1804
Agent's Address: 4991 Young Road Jackson, MI 49201
Agent's E-Mail Address: JSWALKERSON@gmail.com
Event Name: Outdoor Outreach Ministries

Please give a brief description of the proposed special event: To give back to the community by providing free hot dogs and punch as well as live band to invite the public and introduce our church to the public.

Event Day(s) & Date(s): Saturday July 13, 2013
Event Time(s): 12:00 p.m. - 4:00 p.m.
Set-Up Date & Time: July 13th 10:00 a.m. Tear-Down Date & Time: July 13th 5:00 p.m.
Event Location: Jackson amphitheatre / Energy Plaza Jackson, MI 49201

ANNUAL EVENT: Is this event expected to occur next year? (circle one) YES NO
How many years has this event occurred? 2 years

MAP: (a) If your event will use streets or sidewalks (for a parade, run, etc.) or will use multiple locations, please attach a complete map showing the assembly and dispersal locations and the route plan. (b) Show any streets or parking lots that you are requesting to be blocked off, and location of vendors, if any. A final map, if different, must be provided seven (7) days before the event. (c) Please show an emergency vehicle access lane.

STREET CLOSURES: Start Date/Time N/A through Date/Time: N/A

RESERVED PARKING: Are you requesting reserved parking? YES NO
If yes, list the number of street spaces, City lots or locations where parking is requested:

VENDORS: Food Concessions? YES NO Other Vendors? YES NO
DO YOU PLAN TO HAVE ALCOHOL SOLD/SERVED AT THIS EVENT? YES NO

If yes, please attach liquor license and liquor liability insurance.
If yes, what time? N/A until N/A

our church will be giving away free hot dogs & pop chips

CITY OF JACKSON
SPECIAL EVENT APPLICATION, Page 2
Downtown Development Authority
161 W. Michigan ~ Jackson, MI 49201 ~ (517) 768-6410

ENTERTAINMENT: Are there any entertainment features related to this event? YES NO
If yes, provide an attachment listing all bands/performers, type of entertainment, and performance schedule.

ATTENDANCE: What is the expected (estimated) attendance for this event? our Church choir 50-100 people

AMUSEMENT: Do you plan to have any amusement or carnival rides? YES NO
If yes, you are required to obtain a permit through the City Clerk's Office.

REST ROOMS: Are you planning to provide portable rest rooms at the event? YES NO
If yes, how many? _____

As an event organizer, you must consider the availability of rest room facilities during this event. Consideration should be made regarding the type of event, the length of time it will be held, the number of people, etc. You must determine the rest room facilities in the immediate area of the event venue and then identify the potential need for portable facilities. Remember to identify accessible facilities for ADA requirements as well.

OTHER REQUESTS: (i.e., Police Department assistance, Fire Dept., street closures, electrical, etc.)

N/A

INSURANCE: All sponsors of special events must carry liability insurance with coverage of at least \$500,000. An event sponsor must provide a valid certificate of insurance naming the City of Jackson and Downtown Development Authority as an additional insured party on the policy, for the specified event.

CERTIFICATION AND SIGNATURE: I understand and agree on behalf of the sponsoring organization that:
A Certificate of Insurance must be provided which names the City of Jackson as an additional named insured party on the policy.
A \$25 Special Event Application fee must be submitted along with this Special event Application.
All food vendors must be approved by the Jackson County Health Department, and each food or other vendor must provide the City of Jackson with a Certificate of Insurance which names the City of Jackson as an additional named insured party on the policy.
The approval of this special event may include additional requirements, limitations, or fees, based on the City's review of this application.
Applicants who fail to clean up and repair damages to the Event Area may be billed for City services and such failure will be considered for future applications.
As the duly authorized agent of the sponsoring organization, I am applying for approval of this Special Event, affirm the above understandings, and agree that my sponsoring organization will comply with the terms of the written confirmation of approval, and all other City requirements, ordinances and other laws, which apply to this Special Event. By signing this Special Event Application, I declare I am 21 years of age or older.

Date

John & Marilyn Walker
Signature of Sponsoring Organization's Agent

**RETURN THIS APPLICATION at least thirty (30) days before the first day of the event to:
DOWNTOWN DEVELOPMENT AUTHORITY
161 W. MICHIGAN AVENUE JACKSON, MI 49201**



Jackson Downtown Development Authority

**CITY COUNCIL MEETING
June 25, 2013**

June 14, 2013

MEMO TO: Honorable Mayor and City Council Members

FROM: Jonathan Greene, Executive Director

SUBJECT: Special Event Application: Parking Lot Rodeo/Practice

RECOMMENDATION: Approval of the request from Gold Wing Road Riders Association to conduct their Parking Lot Rodeo/Practice in parking lot behind Wendy's Corporate Headquarters on Saturday, July 20, 2013 from 9:30 a.m. – 6:00 p.m. Insurance approval has been granted by the City Attorney.

DEPARTMENTAL APPROVAL SUMMARY

Approvals noted below by each department indicate they have been made aware of the request and the capacity of their department has been met. Conditions of their approval and special considerations are noted.

Department	Approval	Denial	Economic Impact
Police	x		\$0
Fire	x		\$0
Engineering	x		\$0
Public Works	x		\$0
Recreation	x		\$0
DDA	x		\$0
			<hr/> \$0

Conditions and Considerations:

- Any markings on the pavement shall be white in color and in temporary (ie chalk) material.

Insurance Status: Approved

att: Special Event Application: **Parking Lot Rodeo/Practice**

JG/RR

CITY OF JACKSON
SPECIAL EVENT APPLICATION

Downtown Development Authority ~ 161 W. Michigan Avenue ~ Jackson, MI 49201
(517) 768-6410

Date Received By DDA Office: 5/7/13 Time: _____ By: RR

Please complete this application in accordance with the City of Jackson Special Events Policy, and return it to the Office of the Downtown Development Authority at least 30 calendar days before the first day of the event.

Sponsoring Organization's Legal Name: GOLD WING ROAD RIDERS ASSOCIATION
Organization Address: 21423 N. 11th Ave, Phoenix, AZ 85027
Organization Agent RICHARD FETTERMAN II Title: ASSISTANT CHAPTER DIRECTOR
Phone: (work) 517 812 2148 Phone: (home) 517 812 2148 Phone: (during the event) 517 812 2148
Agent's Address 8380 CASE ROAD BROOKLYN Mich 49230
Agent's E-Mail Address RNFCE@COMCAST.NET
Event Name PARKING LOT RODEO/PRACTICE

Please give a brief description of the proposed special event: INVITED GOLD WING CHAPTERS WILL HAVE A SIMPLE SKILLS EVENT & THERE WILL BE A BIKE JUDGING CONTEST DURING THE EVENT.

Event Day(s) & Date(s) JULY 20, 2013
Event Time(s) 11:00 AM TO 5:00 PM
Set-Up Date & Time JULY 20, 2013 IN ^{9:30 AM} AM Tear-Down Date & Time JULY 20, 2013 BY 6:00 PM
Event Location PARKING LOT BEHIND WENDYS CORPORATE HEADQUARTERS

ANNUAL EVENT: Is this event expected to occur next year? (circle one) YES NO
How many years has this event occurred? FIRST TIME

MAP: (a) If your event will use streets or sidewalks (for a parade, run, etc.) or will use multiple locations, please attach a complete map showing the assembly and dispersal locations and the route plan. (b) Show any streets or parking lots that you are requesting to be blocked off, and location of vendors, if any. A final map, if different, must be provided seven (7) days before the event. (c) Please show an emergency vehicle access lane.

STREET CLOSURES: Start Date/Time NONE through Date/Time: _____

RESERVED PARKING: Are you requesting reserved parking? YES NO
If yes, list the number of street spaces, City lots or locations where parking is requested:

VENDORS: Food Concessions? YES NO Other Vendors? YES NO

DO YOU PLAN TO HAVE ALCOHOL SOLD/SERVED AT THIS EVENT? YES NO
If yes, please attach liquor license and liquor liability insurance.
If yes, what time? _____ until _____

CITY OF JACKSON
SPECIAL EVENT APPLICATION, Page 2
Downtown Development Authority
161 W. Michigan ~ Jackson, MI 49201 ~ (517) 768-6410

ENTERTAINMENT: Are there any entertainment features related to this event? YES **NO**
If yes, provide an attachment listing all bands/performers, type of entertainment, and performance schedule.

ATTENDANCE: What is the expected (estimated) attendance for this event? 60

AMUSEMENT: Do you plan to have any amusement or carnival rides? YES **NO**
If yes, you are required to obtain a permit through the City Clerk's Office.

REST ROOMS: Are you planning to provide portable rest rooms at the event? YES **NO**
If yes, how many? 1

As an event organizer, you must consider the availability of rest room facilities during this event. Consideration should be made regarding the type of event, the length of time it will be held, the number of people, etc. You must determine the rest room facilities in the immediate area of the event venue and then identify the potential need for portable facilities. Remember to identify accessible facilities for ADA requirements as well.

OTHER REQUESTS: (i.e., Police Department assistance, Fire Dept., street closures, electrical, etc.)
FYI. WENDYS IS ALSO PARTICIPATING BY
SELLING DISCOUNTED FOOD & ALLOWING
US TO USE THEIR REST ROOMS

INSURANCE: All sponsors of special events must carry liability insurance with coverage of at least \$500,000. An event sponsor must provide a valid certificate of insurance naming the City of Jackson and Downtown Development Authority as an additional insured party on the policy, for the specified event. coming

CERTIFICATION AND SIGNATURE: I understand and agree on behalf of the sponsoring organization that:
A Certificate of Insurance must be provided which names the City of Jackson as an additional named insured party on the policy.
A \$25 Special Event Application fee must be submitted along with this Special event Application.
All food vendors must be approved by the Jackson County Health Department, and each food or other vendor must provide the City of Jackson with a Certificate of Insurance which names the City of Jackson as an additional named insured party on the policy.
The approval of this special event may include additional requirements, limitations, or fees, based on the City's review of this application.
Applicants who fail to clean up and repair damages to the Event Area may be billed for City services and such failure will be considered for future applications.
As the duly authorized agent of the sponsoring organization, I am applying for approval of this Special Event, affirm the above understandings, and agree that my sponsoring organization will comply with the terms of the written confirmation of approval, and all other City requirements, ordinances and other laws, which apply to this Special Event. By signing this Special Event Application, I declare I am 21 years of age or older.

4-12-2013
Date

Richard Lettman II
Signature of Sponsoring Organization's Agent

**RETURN THIS APPLICATION at least thirty (30) days before the first day of the event to:
DOWNTOWN DEVELOPMENT AUTHORITY
161 W. MICHIGAN AVENUE JACKSON, MI 49201**



Jackson Downtown Development Authority

**CITY COUNCIL MEETING
June 25, 2013**

June 19, 2013

MEMO TO: Honorable Mayor and City Council Members

FROM: Jonathan Greene, Executive Director

SUBJECT: Special Event Application: Crazy Cowboy Birthday Party

RECOMMENDATION: Approval of the request from Crazy Cowboy to conduct their annual Birthday Party in downtown Jackson on Mechanic Street between Cortland and Washington on the Friday, July 26, 2013- Sunday, July 28th from 3:00 p.m. – 3:00 a.m., respectively. Insurance has been approved by the City Attorney.

DEPARTMENTAL APPROVAL SUMMARY

Approvals noted below by each department indicate they have been made aware of the request and the capacity of their department has been met. Conditions of their approval and special considerations are noted.

Department	Approval	Denial	Economic Impact
Police	x		\$0
Fire	x		\$0
Engineering	x		\$0
Public Works	x		\$880
Recreation	x		\$0
DDA	x		\$0
			<hr/>
			\$880

Conditions and Considerations:

- Any markings on pavement shall be in temporary (i.e. chalk) material.

Insurance Status: Approved

att: Special Event Application: **Crazy Cowboy Birthday Party**

JG/RR



CITY OF JACKSON
SPECIAL EVENT APPLICATION
 City Clerk's Office * 161 W. Michigan Avenue * Jackson, MI 49201
 (517) 788-4025

Date Received By Clerk's Office: 1/15/13 **Time:** _____ **By:** RSR

Please complete this application in accordance with the City of Jackson Special Events Policy, and return it to the Office of the City Clerk at least 30 calendar days before the first day of the event.

Sponsoring Organization's Legal Name: Crazy Cowboy LLC
 Organization Address: 215 S Mechanic St Jackson 49201
 Organization Agent: Kimberly Gamez Title: Owner
 Phone: Work 817-1910 Home 764-5784 During event 812-1037
 Agent's Address: 39109 E. South St.
 Agent's E-Mail Address: info@thecrazycowboy.com
 Event Name: Crazy Cowboy Birthday Party

Please give a brief description of the proposed special event:
Street party celebrating 11 years in downtown Jackson.

Event Day(s) & Date(s): July 26-28th 2013 Event Time(s): July 26th 6pm-1am July 27 8pm-1am
 Set-Up Date & Time: July 26th 2013 3pm Tear-Down Date & Time: July 28th 2013 3am
 Event Location: on Mechanic St. between Cortland + Washington

ANNUAL EVENT: Is this event expected to occur next year? YES NO How many years has this event occurred? 2

MAP: (a) If your event will use streets or sidewalks (for a parade, run, etc.) or will use multiple locations, please attach a complete map showing the assembly and dispersal locations and the route plan. (b) Show any streets or parking lots that you are requesting to be blocked off, and location of vendors, if any. A final map, if different, must be provided seven (7) days before the event. (c) Please show an emergency vehicle access lane.

STREET CLOSURES: Start Date/ Time: July 26th 3pm through Date/ Time: July 29th 1am

RESERVED PARKING: Are you requesting reserved parking? YES NO
 If yes, list the number of street spaces, City lots or locations where parking is requested:
28th RR

VENDORS: Food Concessions? YES NO Other Vendors? YES NO

DO YOU PLAN TO HAVE ALCOHOL SOLD/SERVED AT THIS EVENT? YES NO
 If yes, are liquor license and liquor liability insurance attached? YES NO
 If yes, what time? July 26th 2013 6pm until July 28th 2013 1am



ENTERTAINMENT: Are there any entertainment features related to this event? YES NO
 If yes, provide an attachment listing all bands/performers, type of entertainment, and performance schedule.

local bands + DJ 8pm-12am

ATTENDANCE: What is the expected (estimated) attendance for this event? 500-800

AMUSEMENT: Do you plan to have any amusement or carnival rides? YES NO
 If yes, you are required to obtain a permit through the City Clerk's Office.

REST ROOMS: Are you planning to provide portable rest rooms at the event? YES NO If yes, how many? 4

As an event organizer, you must consider the availability of rest room facilities during this event. Consideration should be made regarding the type of event, the length of time it will be held, the number of people, etc. You must determine the rest room facilities in the immediate area of the event venue and then identify the potential need for portable facilities. Remember to identify accessible facilities for ADA requirements as well.

OTHER REQUESTS: (i.e., Police Department assistance, Fire Dept., street closures, electrical, etc.)

see attached letter date Jan 14, 2013

INSURANCE: All sponsors of special events must carry liability insurance with coverage of at least \$500,000. An event sponsor must provide a valid certificate of insurance naming the City of Jackson as an additional insured party on the policy. A sponsor of a Low Hazard event may request that City Council waive the insurance requirement and execute a Hold Harmless and Indemnification Agreement. This event qualifies consideration for Low Hazard because:

CERTIFICATION AND SIGNATURE: I understand and agree on behalf of the sponsoring organization that:
 A Certificate of Insurance must be provided which names the City of Jackson as an additional named insured party on the policy or I am requesting that City Council waive the insurance requirement for this Low Hazard Event as identified in paragraph above related to insurance, and I have executed the Hold Harmless and Indemnification Agreement on behalf of the event sponsor.
 All food vendors must be approved by the Jackson County Health Department, and each food or other vendor must provide the City of Jackson with a Certificate of Insurance which names the City of Jackson as an additional named insured party on the policy.
 The approval of this special event may include additional requirements or limitations, based on the City's review of this application.
 Applicants who fail to clean up and repair damages to the Event Area may be billed for City services and such failure will be considered for future applications.
 As the duly authorized agent of the sponsoring organization, I am applying for approval of this Special Event, affirm the above understandings, and agree that my sponsoring organization will comply with the terms of the written confirmation of approval, and all other City requirements, ordinances and other laws, which apply to this Special Event. By signing this Special Event Application, I declare I am 21 years of age or older.

1/14/2013
 Date

[Signature]
 Signature of Sponsoring Organization's Agent

RETURN THIS APPLICATION at least thirty (30) days before the first day of the event to:
 CITY CLERK'S OFFICE - ATTN: ANGELA ARNOLD
 161 W. MICHIGAN AVENUE - JACKSON, MI 49201



Jackson Downtown Development Authority

**CITY COUNCIL MEETING
June 25, 2013**

June 17, 2013

MEMO TO: Honorable Mayor and City Council Members

FROM: Jonathan Greene, Executive Director

SUBJECT: Special Event Application: Victory Lane Outdoor Events

RECOMMENDATION: Approval of the request from Darlin, LLC (One-Five-One) to conduct their outdoor events in Victory Lane on the following dates: 6/28, 7/5, 7/12, 7/19, 7/26, 8/2, 8/9, 8/16, 8/23 and 8/30 from 3pm-2am. Insurance is pending approval.

DEPARTMENTAL APPROVAL SUMMARY

Approvals noted below by each department indicate they have been made aware of the request and the capacity of their department has been met. Conditions of their approval and special considerations are noted.

Department	Approval	Denial	Economic Impact
Police	x		\$0
Fire	x		\$0
Engineering	x		\$0
Public Works	x		\$0
Recreation	x		\$0
DDA	x		\$0
			<hr/> \$0

Conditions and Considerations: none.

Insurance Status: Pending

att: Special Event Application: **Victory Lane Outdoor Events**

JG/RR

CITY OF JACKSON
SPECIAL EVENT APPLICATION

Downtown Development Authority ~ 161 W. Michigan Avenue ~ Jackson, MI 49201
(517) 768-6410

Date Received By DDA Office: _____ Time: _____ By: _____

Please complete this application in accordance with the City of Jackson Special Events Policy, and return it to the Office of the Downtown Development Authority at least 30 calendar days before the first day of the event.

Sponsoring Organization's Legal Name: Darlin LLC

Organization Address: 151 W. Michigan Ave

Organization Agent Stephen Carlson Title: _____

Phone: (work) 782-1895 Phone: (home) _____ Phone: (during the event) _____

Agent's Address 151 W. Michigan Ave

Agent's E-Mail Address bridget@one-five-one.com

Event Name Outdoor events in Victory Lane

Please give a brief description of the proposed special event: - outdoor events in victory lane which coincide with other downtown events and other Fridays and Saturdays

Event Day(s) & Date(s) 5/24, 6/7, 6/14, 6/21, 6/28, 7/5, 7/12, 7/19, 7/26, 8/2, 8/9, 8/16, 9/23, 8/30

Event Time(s) 5pm - 2am

Set-Up Date & Time 3pm Tear-Down Date & Time 2am

Event Location Victory Lane

ANNUAL EVENT: Is this event expected to occur next year? (circle one) YES NO
How many years has this event occurred? 10

MAP: (a) If your event will use streets or sidewalks (for a parade, run, etc.) or will use multiple locations, please attach a complete map showing the assembly and dispersal locations and the route plan. (b) Show any streets or parking lots that you are requesting to be blocked off, and location of vendors, if any. A final map, if different, must be provided seven (7) days before the event. (c) Please show an emergency vehicle access lane.

STREET CLOSURES: Start Date/Time _____ through Date/Time: _____

RESERVED PARKING: Are you requesting reserved parking? YES NO
If yes, list the number of street spaces, City lots or locations where parking is requested:

VENDORS: Food Concessions? YES NO Other Vendors? YES NO

DO YOU PLAN TO HAVE ALCOHOL SOLD/SERVED AT THIS EVENT? YES NO

If yes, please attach liquor license and liquor liability insurance.

If yes, what time? 5pm until 1:45am

CITY OF JACKSON
SPECIAL EVENT APPLICATION, Page 2
Downtown Development Authority
161 W. Michigan ~ Jackson, MI 49201 ~ (517) 768-6410

ENTERTAINMENT: Are there any entertainment features related to this event? YES NO
If yes, provide an attachment listing all bands/performers, type of entertainment, and performance schedule.

ATTENDANCE: What is the expected (estimated) attendance for this event? 500

AMUSEMENT: Do you plan to have any amusement or carnival rides? YES NO
If yes, you are required to obtain a permit through the City Clerk's Office.

REST ROOMS: Are you planning to provide portable rest rooms at the event? YES NO
If yes, how many? _____

As an event organizer, you must consider the availability of rest room facilities during this event. Consideration should be made regarding the type of event, the length of time it will be held, the number of people, etc. You must determine the rest room facilities in the immediate area of the event venue and then identify the potential need for portable facilities. Remember to identify accessible facilities for ADA requirements as well.

OTHER REQUESTS: (i.e., Police Department assistance, Fire Dept., street closures, electrical, etc.)

INSURANCE: All sponsors of special events must carry liability insurance with coverage of at least \$500,000. An event sponsor must provide a valid certificate of insurance naming the City of Jackson and Downtown Development Authority as an additional insured party on the policy, for the specified event.

CERTIFICATION AND SIGNATURE: I understand and agree on behalf of the sponsoring organization that:
A Certificate of Insurance must be provided which names the City of Jackson as an additional named insured party on the policy.
A \$25 Special Event Application fee must be submitted along with this Special event Application.
All food vendors must be approved by the Jackson County Health Department, and each food or other vendor must provide the City of Jackson with a Certificate of Insurance which names the City of Jackson as an additional named insured party on the policy.
The approval of this special event may include additional requirements, limitations, or fees, based on the City's review of this application.
Applicants who fail to clean up and repair damages to the Event Area may be billed for City services and such failure will be considered for future applications.
As the duly authorized agent of the sponsoring organization, I am applying for approval of this Special Event, affirm the above understandings, and agree that my sponsoring organization will comply with the terms of the written confirmation of approval, and all other City requirements, ordinances and other laws, which apply to this Special Event. By signing this Special Event Application, I declare I am 21 years of age or older.

06/21/13
Date

Budget Q. Small - General Manager
Signature of Sponsoring Organization's Agent

**RETURN THIS APPLICATION at least thirty (30) days before the first day of the event to:
DOWNTOWN DEVELOPMENT AUTHORITY
161 W. MICHIGAN AVENUE JACKSON, MI 49201**



Jackson Downtown Development Authority

**CITY COUNCIL MEETING
June 25, 2013**

June 17, 2013

MEMO TO: Honorable Mayor and City Council Members

FROM: Jonathan Greene, Executive Director

SUBJECT: Special Event Application: Picnic in the Park

RECOMMENDATION: Approval of the request from the Downtown Development Authority to conduct our annual Picnic in the Park in Bucky Harris Park on the following dates: 7/9, 7/16, 7/23, 7/30, 8/6, 8/13, 8/20 and 8/27 from 11:00 a.m. – 1:30 p.m. This event is covered under the City's insurance policy.

DEPARTMENTAL APPROVAL SUMMARY

Approvals noted below by each department indicate they have been made aware of the request and the capacity of their department has been met. Conditions of their approval and special considerations are noted.

Department	Approval	Denial	Economic Impact
Police	x		\$0
Fire	x		\$0
Engineering	x		\$0
Public Works	x		\$0
Recreation	x		\$0
DDA	x		\$0
			<hr/> \$0

Conditions and Considerations: none.

Insurance Status: Approved

att: Special Event Application: **Picnic in the Park**

JG/RR

**CITY OF JACKSON
SPECIAL EVENT APPLICATION**

Downtown Development Authority ~ 161 W. Michigan Avenue ~ Jackson, MI 49201
(517) 768-6410

Date Received By DDA Office: _____ Time: _____ By: _____

Please complete this application in accordance with the City of Jackson Special Events Policy, and return it to the Office of the Downtown Development Authority at least 30 calendar days before the first day of the event.

Sponsoring Organization's Legal Name: Jackson Downtown Development Authority
Organization Address: 161 W. Michigan Ave. Jackson, MI 49201
Organization Agent Rebecca Rae Title: DDA Assistant
Phone: (work) 517.768.6410 Phone: (home) _____ Phone: (during the event) 866.7135
Agent's Address 161 W. Michigan Ave. Jackson, MI 49201
Agent's E-Mail Address r.rae@cityofjackson.org
Event Name Picnic in the Park

Please give a brief description of the proposed special event: An hour of music to provide lunchtime entertainment on stage at Bucky Harris Park each Tuesday afternoon in July + August.

Event Day(s) & Date(s) 7/9, 7/16, 7/23, 7/30, 8/6, 8/13, 8/20, 8/27
Event Time(s) 12:00pm - 1:00pm
Set-Up Date & Time 11:00am each event day Tear-Down Date & Time 1:30pm - each event day
Event Location Bucky Harris Park

ANNUAL EVENT: Is this event expected to occur next year? (circle one) YES NO
How many years has this event occurred? _____

MAP: (a) If your event will use streets or sidewalks (for a parade, run, etc.) or will use multiple locations, please attach a complete map showing the assembly and dispersal locations and the route plan. (b) Show any streets or parking lots that you are requesting to be blocked off, and location of vendors, if any. A final map, if different, must be provided seven (7) days before the event. (c) Please show an emergency vehicle access lane.

STREET CLOSURES: Start Date/Time _____ through Date/Time: _____

RESERVED PARKING: Are you requesting reserved parking? YES NO
If yes, list the number of street spaces, City lots or locations where parking is requested:
2 parallel spaces on Jackson St. next to Park for ease of loading + unloading for performers + elderly attendees

VENDORS: Food Concessions? YES NO Other Vendors? YES NO

DO YOU PLAN TO HAVE ALCOHOL SOLD/SERVED AT THIS EVENT? YES NO

If yes, please attach liquor license and liquor liability insurance.
If yes, what time? _____ until _____

CITY OF JACKSON
SPECIAL EVENT APPLICATION, Page 2
Downtown Development Authority
161 W. Michigan ~ Jackson, MI 49201 ~ (517) 768-6410

ENTERTAINMENT: Are there any entertainment features related to this event? YES NO *TBD*
If yes, provide an attachment listing all bands/performers, type of entertainment, and performance schedule.

ATTENDANCE: What is the expected (estimated) attendance for this event? 50 ppl.

AMUSEMENT: Do you plan to have any amusement or carnival rides? YES NO
If yes, you are required to obtain a permit through the City Clerk's Office.

REST ROOMS: Are you planning to provide portable rest rooms at the event? YES NO
If yes, how many? _____

As an event organizer, you must consider the availability of rest room facilities during this event. Consideration should be made regarding the type of event, the length of time it will be held, the number of people, etc. You must determine the rest room facilities in the immediate area of the event venue and then identify the potential need for portable facilities. Remember to identify accessible facilities for ADA requirements as well.

OTHER REQUESTS: (i.e., Police Department assistance, Fire Dept., street closures, electrical, etc.)
None.

INSURANCE: All sponsors of special events must carry liability insurance with coverage of at least \$500,000. An event sponsor must provide a valid certificate of insurance naming the City of Jackson and Downtown Development Authority as an additional insured party on the policy, for the specified event. *Covered under City's Insurance Policy*

CERTIFICATION AND SIGNATURE: I understand and agree on behalf of the sponsoring organization that:
A Certificate of Insurance must be provided which names the City of Jackson as an additional named insured party on the policy.
A \$25 Special Event Application fee must be submitted along with this Special event Application.
All food vendors must be approved by the Jackson County Health Department, and each food or other vendor must provide the City of Jackson with a Certificate of Insurance which names the City of Jackson as an additional named insured party on the policy.
The approval of this special event may include additional requirements, limitations, or fees, based on the City's review of this application.
Applicants who fail to clean up and repair damages to the Event Area may be billed for City services and such failure will be considered for future applications.
As the duly authorized agent of the sponsoring organization, I am applying for approval of this Special Event, affirm the above understandings, and agree that my sponsoring organization will comply with the terms of the written confirmation of approval, and all other City requirements, ordinances and other laws, which apply to this Special Event. By signing this Special Event Application, I declare I am 21 years of age or older.

Date
Rebecca Rae
Signature of Sponsoring Organization's Agent

**RETURN THIS APPLICATION at least thirty (30) days before the first day of the event to:
DOWNTOWN DEVELOPMENT AUTHORITY
161 W. MICHIGAN AVENUE JACKSON, MI 49201**



Jackson Downtown Development Authority

**CITY COUNCIL MEETING
June 25, 2013**

June 19, 2013

MEMO TO: Honorable Mayor and City Council Members

FROM: Jonathan Greene, Executive Director

SUBJECT: Special Event Application: Relay for Life

RECOMMENDATION: Approval of the request from the American Cancer Society to conduct their annual Relay for Life for Jackson County in Cascade Falls Park on Friday, August 2, 2013 and Saturday, August 3, 2013 from 8:00 a.m. on August 2 – 8:00 p.m. on August 3, 2013. Insurance has been approved.

DEPARTMENTAL APPROVAL SUMMARY

Approvals noted below by each department indicate they have been made aware of the request and the capacity of their department has been met. Conditions of their approval and special considerations are noted.

Department	Approval	Denial	Economic Impact
Police	x		\$0
Fire	x		\$0
Engineering	x		\$0
Public Works	x		\$684
Recreation	x		\$0
DDA	x		\$0
			<hr/>
			\$684

Conditions and Considerations:

- Any markings on pavement shall be in temporary (i.e. chalk) material.

Insurance Status: Approved

att: Special Event Application: **Relay for Life**

JG/RR

CITY OF JACKSON
SPECIAL EVENT APPLICATION

Downtown Development Authority ~ 161 W. Michigan Avenue ~ Jackson, MI 49201
(517) 768-6410

Date Received By DDA Office _____ Time: _____ By _____

Please complete this application in accordance with the City of Jackson Special Events Policy, and return it to the Office of the Downtown Development Authority at least 30 calendar days before the first day of the event.

Sponsoring Organization's Legal Name: American Cancer Society

Organization Address: 1755 Abbey Rd, East Lansing, MI 48823

Organization Agent Catina Lowe Title: Community Rep

Phone: (work) 517-664-1353 Phone: (home) 517-703-9093 Phone: (during the event) home

Agent's Address 1755 Abbey Rd, E Lansing, MI 48823

Agent's E-Mail Address catina.lowe@cancer.org

Event Name Relay For Life For Jackson County

Please give a brief description of the proposed special event: 24 teams relay/walk to raise money & awareness for the American Cancer Society. Team Camp overnight, we honor survivors and remember ones we've lost.

Event Day(s) & Date(s) August 2 + 3, 2013

Event Time(s) 8am, August 2 to 8pm August 3

Set-Up Date & Time 8am August 2 Tear-Down Date & Time 6pm August 3

Event Location Cascade Falls Park S. Brown St + Randolph St.

ANNUAL EVENT: Is this event expected to occur next year? (circle one) YES NO
How many years has this event occurred? 22 years

MAP: (a) If your event will use streets or sidewalks (for a parade, run, etc.) or will use multiple locations, please attach a complete map showing the assembly and dispersal locations and the route plan. (b) Show any streets or parking lots that you are requesting to be blocked off, and location of vendors, if any. A final map, if different, must be provided seven (7) days before the event. (c) Please show an emergency vehicle access lane.

STREET CLOSURES: Start Date/Time August 2 @ 8:00am through Date/Time: August 3 @ 8:00pm

RESERVED PARKING: Are you requesting reserved parking? YES NO
If yes, list the number of street spaces, City lots or locations where parking is requested:
Frest Elementary and Falls parking lot.

VENDORS: Food Concessions? YES NO Other Vendors? YES NO

DO YOU PLAN TO HAVE ALCOHOL SOLD/SERVED AT THIS EVENT? YES NO
If yes, please attach liquor license and liquor liability insurance.
If yes, what time? _____ until _____

ENTERTAINMENT: Are there any entertainment features related to this event? YES NO
If yes, provide an attachment listing all bands/performers, type of entertainment, and performance schedule.

*DJ music
w/ live bands*

ATTENDANCE: What is the expected (estimated) attendance for this event? 4,000

AMUSEMENT: Do you plan to have any amusement or carnival rides? YES NO
If yes, you are required to obtain a permit through the City Clerk's Office.

REST ROOMS: Are you planning to provide portable rest rooms at the event? YES NO
If yes, how many? 10 + Handicap
As an event organizer, you must consider the availability of rest room facilities during this event. Consideration should be made regarding the type of event, the length of time it will be held, the number of people, etc. You must determine the rest room facilities in the immediate area of the event venue and then identify the potential need for portable facilities. Remember to identify accessible facilities for ADA requirements as well.

OTHER REQUESTS: (i.e., Police Department assistance, Fire Dept., street closures, electrical, etc.)
We would like to close Rowdahan Blvd, BTWN Brown Street and High Street and Brown Street northbound from Randolph to Delta with class 3 barricades.

Request ~~for~~ use of both stages, for DJ and announcements.

INSURANCE: All sponsors of special events must carry liability insurance with coverage of at least \$500,000. An event sponsor must provide a valid certificate of insurance naming the City of Jackson and Downtown Development Authority as an additional insured party on the policy, for the specified event. Attached

CERTIFICATION AND SIGNATURE: I understand and agree on behalf of the sponsoring organization that:
A Certificate of Insurance must be provided which names the City of Jackson as an additional named insured party on the policy.

A \$25 Special Event Application fee must be submitted along with this Special event Application.
All food vendors must be approved by the Jackson County Health Department, and each food or other vendor must provide the City of Jackson with a Certificate of Insurance which names the City of Jackson as an additional named insured party on the policy.

The approval of this special event may include additional requirements, limitations, or fees, based on the City's review of this application.

Applicants who fail to clean up and repair damages to the Event Area may be billed for City services and such failure will be considered for future applications.

As the duly authorized agent of the sponsoring organization, I am applying for approval of this Special Event, affirm the above understandings, and agree that my sponsoring organization will comply with the terms of the written confirmation of approval, and all other City requirements, ordinances and other laws, which apply to this Special Event. By signing this Special Event Application, I declare I am 21 years of age or older.

2/6/13
Date

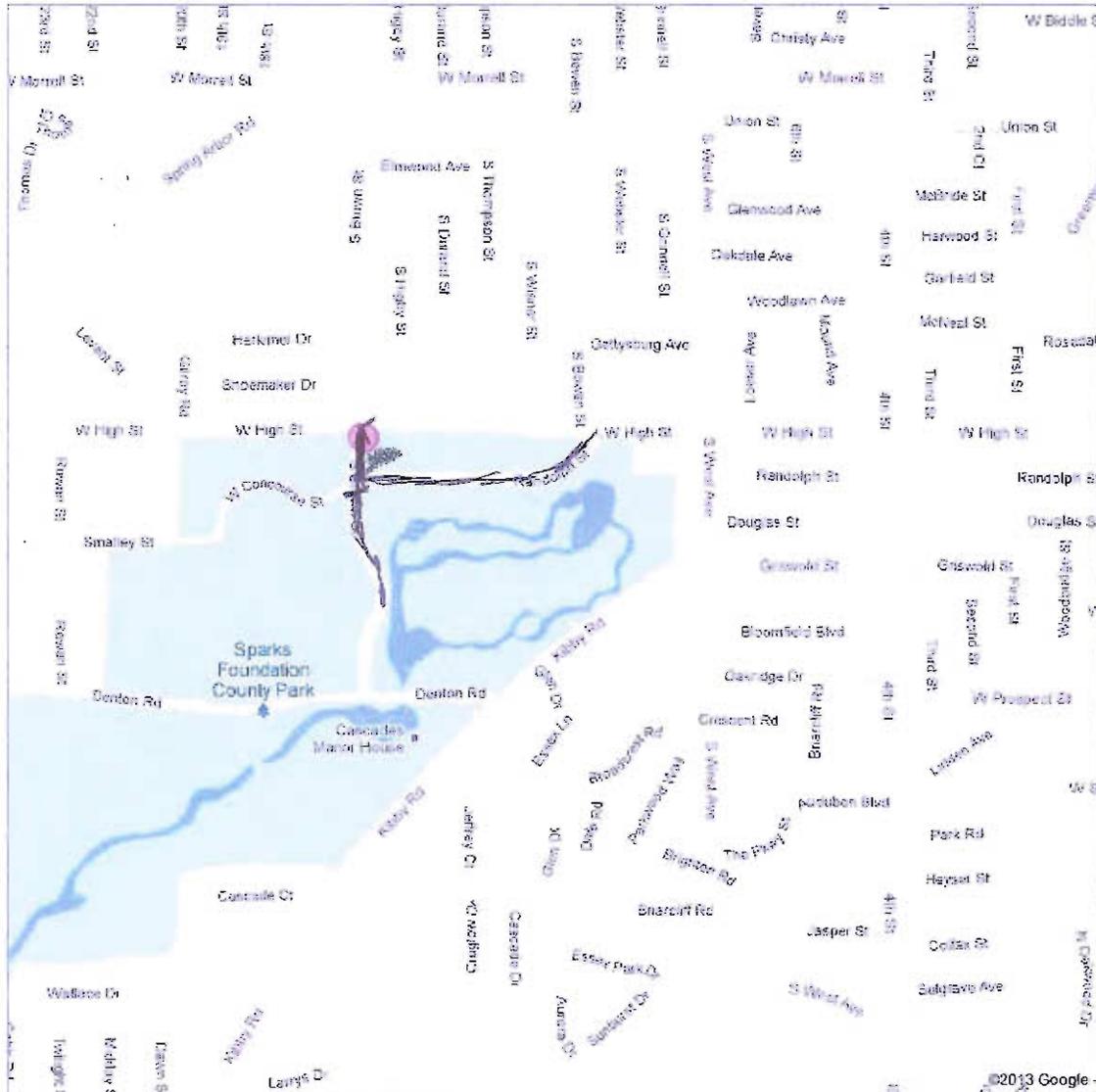
[Signature]
Signature of Sponsoring Organization's Agent

**RETURN THIS APPLICATION at least thirty (30) days before the first day of the event to:
DOWNTOWN DEVELOPMENT AUTHORITY
161 W. MICHIGAN AVENUE JACKSON, MI 49201**



Address 1401 S Brown St
Jackson, MI 49203

Get Google Maps on your phone
Text the word "GMAPS" to 466453



Jackson Downtown Development Authority

**CITY COUNCIL MEETING
June 25, 2013**

June 11, 2013

MEMO TO: Honorable Mayor and City Council Members

FROM: Jonathan Greene, Executive Director

SUBJECT: Special Event Application: End of Summer Fireworks Show

RECOMMENDATION: Approval of the request from Jackson County Parks Department to conduct their annual End of Summer Fireworks Show at Cascades Park on Saturday, August 31, 2013 from 9:00 a.m. – 11:00 p.m. Insurance approval has been granted by the City Attorney.

DEPARTMENTAL APPROVAL SUMMARY

Approvals noted below by each department indicate they have been made aware of the request and the capacity of their department has been met. Conditions of their approval and special considerations are noted.

Department	Approval	Denial	Economic Impact
Police	x		\$800
Fire	x		\$200
Engineering	x		\$0
Public Works	x		\$670
Recreation	x		\$0
DDA	x		\$0
			<hr/>
			\$1,670

Conditions and Considerations: none

Insurance Status: Approved

att: Special Event Application: **Jackson County Parks Department**

JG/RR



CITY OF JACKSON
SPECIAL EVENT APPLICATION
 City Clerk's Office * 161 W. Michigan Avenue * Jackson, MI 49201
 (517) 788-4025

Date Received By Clerk's Office: _____ Time: _____ By: _____

Please complete this application in accordance with the City of Jackson Special Events Policy, and return it to the Office of the City Clerk at least 30 calendar days before the first day of the event.

Sponsoring Organization's Legal Name: Jackson County Parks Department
 Organization Address: 1992 Warren Avenue, Jackson MI 49203
 Organization Agent: Becky Humphrey Title: Administrative Assistant
 Phone: Work 517-768-2901 Home _____ During event Brandon Ransom 517-937-3767
 Agent's Address: 1992 Warren Avenue, Jackson MI 49203
 Agent's E-Mail Address: bhumphre@co.jackson.mi.us
 Event Name: End of Summer Fireworks Show

Please give a brief description of the proposed special event:

Fireworks, Live Entertainment and Food Vendors
(Rain Date: Sunday, Sept. 1, 2013)

Event Day(s) & Date(s): Sat, Aug 31, 2013 Event Time(s): Starts at 5 pm
 Set-Up Date & Time: 9 am, Aug 31, 2013 Tear-Down Date & Time: 11 pm
 Event Location: The Cascades Park

ANNUAL EVENT: Is this event expected to occur next year? YES NO How many years has this event occurred? _____

MAP: (a) If your event will use streets or sidewalks (for a parade, run, etc.) or will use multiple locations, please attach a complete map showing the assembly and dispersal locations and the route plan. (b) Show any streets or parking lots that you are requesting to be blocked off, and location of vendors, if any. A final map, if different, must be provided seven (7) days before the event. (c) Please show an emergency vehicle access lane.

STREET CLOSURES: Start Date/ Time: Aug 31, Noon through Date/ Time: Aug 31, 11 p.m.

RESERVED PARKING: Are you requesting reserved parking? YES NO
 If yes, list the number of street spaces, City lots or locations where parking is requested: _____

VENDORS: Food Concessions? YES NO Other Vendors? YES NO glo Products
On County Property

DO YOU PLAN TO HAVE ALCOHOL SOLD/SERVED AT THIS EVENT? YES NO
 If yes, are liquor license and liquor liability insurance attached? YES NO
 If yes, what time? n/a until n/a



ENTERTAINMENT: Are there any entertainment features related to this event? YES NO On County Property
 If yes, provide an attachment listing all bands/performers, type of entertainment, and performance schedule.

ATTENDANCE: What is the expected (estimated) attendance for this event? 8,000 - 10,000

AMUSEMENT: Do you plan to have any amusement or carnival rides? YES NO
 If yes, you are required to obtain a permit through the City Clerk's Office.

REST ROOMS: Are you planning to provide portable rest rooms at the event? YES NO If yes, how many? 12
 As an event organizer, you must consider the availability of rest room facilities during this event. Consideration should be made regarding the type of event, the length of time it will be held, the number of people, etc. You must determine the rest room facilities in the immediate area of the event venue and then identify the potential need for portable facilities. Remember to identify accessible facilities for ADA requirements as well.

OTHER REQUESTS: (i.e., Police Department assistance, Fire Dept., street closures, electrical, etc.)
Street Closure at Brown + Randolph and Brown + Denton
Police for crowd control + Traffic control in the Park

INSURANCE: All sponsors of special events must carry liability insurance with coverage of at least \$500,000. An event sponsor must provide a valid certificate of insurance naming the City of Jackson as an additional insured party on the policy. A sponsor of a Low Hazard event may request that City Council waive the insurance requirement and execute a Hold Harmless and Indemnification Agreement. This event qualifies consideration for Low Hazard because:
see attached

CERTIFICATION AND SIGNATURE: I understand and agree on behalf of the sponsoring organization that:
 A Certificate of Insurance must be provided which names the City of Jackson as an additional named insured party on the policy or I am requesting that City Council waive the insurance requirement for this Low Hazard Event as identified in paragraph above related to insurance, and I have executed the Hold Harmless and Indemnification Agreement on behalf of the event sponsor.
 All food vendors must be approved by the Jackson County Health Department, and each food or other vendor must provide the City of Jackson with a Certificate of Insurance which names the City of Jackson as an additional named insured party on the policy.
 The approval of this special event may include additional requirements or limitations, based on the City's review of this application.
 Applicants who fail to clean up and repair damages to the Event Area may be billed for City services and such failure will be considered for future applications.
 As the duly authorized agent of the sponsoring organization, I am applying for approval of this Special Event, affirm the above understandings, and agree that my sponsoring organization will comply with the terms of the written confirmation of approval, and all other City requirements, ordinances and other laws, which apply to this Special Event. By signing this Special Event Application, I declare I am 21 years of age or older.

03.05.12
 Date

 Signature of Sponsoring Organization's Agent

RETURN THIS APPLICATION at least **thirty (30)** days before the first day of the event to:
 CITY CLERK'S OFFICE - ATTN: ANGELA ARNOLD
 161 W. MICHIGAN AVENUE - JACKSON, MI 49201



Jackson Downtown Development Authority

**CITY COUNCIL MEETING
June 25, 2013**

June 19, 2013

MEMO TO: Honorable Mayor and City Council Members

FROM: Jonathan Greene, Executive Director

SUBJECT: Special Event Application: Allegiance Race to Health and Family Wellness Day

RECOMMENDATION: Approval of the request from Allegiance Health to conduct their annual Race to Health and Family Wellness Day at 205 N. East Ave. and surrounding streets on Saturday, September 7, 2013 from 6:00 a.m. – 12:00 p.m. Insurance is pending approval.

DEPARTMENTAL APPROVAL SUMMARY

Approvals noted below by each department indicate they have been made aware of the request and the capacity of their department has been met. Conditions of their approval and special considerations are noted.

Department	Approval	Denial	Economic Impact
Police	x		\$320
Fire	x		\$0
Engineering	x		\$0
Public Works	x		\$500
Recreation	x		\$0
DDA	x		\$0
			<hr/>
			\$820

Conditions and Considerations:

- Engineering staff will meet with organizers to discuss lane closures on North Ave and on Leroy Ave. in order to accommodate runner safely. DPW will stage No Parking tripods on north side of North Ave. and on north side of Leroy Ave. to get parked cars moved. DPW to also provide cones for 'runner' lane designation.

Insurance Status: Pending

att: Special Event Application: **Allegiance Race to Health and Family Wellness Day**

JG/RR

**CITY OF JACKSON
SPECIAL EVENT APPLICATION**

Downtown Development Authority ~ 161 W. Michigan Avenue ~ Jackson, MI 49201
(517) 768-6410

Date Received By DDA Office: _____	Time: _____	By: _____
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Please complete this application in accordance with the City of Jackson Special Events Policy, and return it to the Office of the Downtown Development Authority at least 30 calendar days before the first day of the event.

Sponsoring Organization's Legal Name: Allegiance Health
Organization Address: 205 N. East Ave.
Organization Agent Julie Jank Title: Special Projects Consultant
Phone: (work) 841-7455 Phone: (home) _____ Phone: (during the event) 662-9971
Agent's Address 205 N. East Ave.
Agent's E-Mail Address Julie.Jank@AllegianceHealth.org
Event Name 29th Annual Allegiance Race to Health & Family Wellness
Please give a brief description of the proposed special event: 5 mile run, 5 K walk, 1 mile wellness walk & family activities & Family Fun Run.

Event Day(s) & Date(s) Saturday, Sept. 7, 2013
Event Time(s) Start - 8 AM
Set-Up Date & Time 9/7/13 10 AM Tear-Down Date & Time 9/7/13 NOON
Event Location 205 N. East Avenue

ANNUAL EVENT: Is this event expected to occur next year? (circle one) YES NO
How many years has this event occurred? 28

MAP: (a) If your event will use streets or sidewalks (for a parade, run, etc.) or will use multiple locations, please attach a complete map showing the assembly and dispersal locations and the route plan. (b) Show any streets or parking lots that you are requesting to be blocked off, and location of vendors, if any. A final map, if different, must be provided seven (7) days before the event. (c) Please show an emergency vehicle access lane.

STREET CLOSURES: Start Date/Time 9/7/13 10 AM through Date/Time: 9/7/13 NOON

RESERVED PARKING: Are you requesting reserved parking? YES NO
If yes, list the number of street spaces, City lots or locations where parking is requested:

VENDORS: Food Concessions? YES NO Other Vendors? YES NO

DO YOU PLAN TO HAVE ALCOHOL SOLD/SERVED AT THIS EVENT? YES NO

If yes, please attach liquor license and liquor liability insurance.

If yes, what time? _____ until _____

CITY OF JACKSON
SPECIAL EVENT APPLICATION, Page 2
Downtown Development Authority
161 W. Michigan ~ Jackson, MI 49201 ~ (517) 768-6410

ENTERTAINMENT: Are there any entertainment features related to this event? YES NO
If yes, provide an attachment listing all bands/performers, type of entertainment, and performance schedule.

ATTENDANCE: What is the expected (estimated) attendance for this event? 1,000

AMUSEMENT: Do you plan to have any amusement or carnival rides? YES NO
If yes, you are required to obtain a permit through the City Clerk's Office.

REST ROOMS: Are you planning to provide portable rest rooms at the event? YES NO
If yes, how many? 4

As an event organizer, you must consider the availability of rest room facilities during this event. Consideration should be made regarding the type of event, the length of time it will be held, the number of people, etc. You must determine the rest room facilities in the immediate area of the event venue and then identify the potential need for portable facilities. Remember to identify accessible facilities for ADA requirements as well.

OTHER REQUESTS: (i.e., Police Department assistance, Fire Dept., street closures, electrical, etc.)
Police Department assistance requested at major intersections for each event.
* Closures marked on enclosed map

INSURANCE: All sponsors of special events must carry liability insurance with coverage of at least \$500,000. An event sponsor must provide a valid certificate of insurance naming the City of Jackson and Downtown Development Authority as an additional insured party on the policy, for the specified event.

CERTIFICATION AND SIGNATURE: I understand and agree on behalf of the sponsoring organization that:
A Certificate of Insurance must be provided which names the City of Jackson as an additional named insured party on the policy.
A \$25 Special Event Application fee must be submitted along with this Special event Application.
All food vendors must be approved by the Jackson County Health Department, and each food or other vendor must provide the City of Jackson with a Certificate of Insurance which names the City of Jackson as an additional named insured party on the policy.
The approval of this special event may include additional requirements, limitations, or fees, based on the City's review of this application.
Applicants who fail to clean up and repair damages to the Event Area may be billed for City services and such failure will be considered for future applications.
As the duly authorized agent of the sponsoring organization, I am applying for approval of this Special Event, affirm the above understandings, and agree that my sponsoring organization will comply with the terms of the written confirmation of approval, and all other City requirements, ordinances and other laws, which apply to this Special Event. By signing this Special Event Application, I declare I am 21 years of age or older.

4/8/13
Date

Julie A. Jank
Signature of Sponsoring Organization's Agent

RETURN THIS APPLICATION at least thirty (30) days before the first day of the event to:
DOWNTOWN DEVELOPMENT AUTHORITY
161 W. MICHIGAN AVENUE JACKSON, MI 49201



29th Annual Allegiance Race to Health Schedule of Events

Date of Event: September 7, 2013

Set up time: 6 a.m.

5 mile run: 8 a.m.

5 K run: 9 a.m.

5 K walk: 9:05 a.m.

*Wellness Walk (people who have had joint replacements): 10:00 a.m.

*Step by Step Kids Fun Run (children)

Family Wellness Activities: 8:30 – 10:30 a.m.: 10:15

Tear down time: noon

*We have not requested support for these two events in the past. Last year we had a very difficult time with traffic and felt it was unsafe for the people participating. We are requesting additional support to assist with making these safe as well.



Allegiance
HEALTH

5k Run / Walk

Legend

 = 5k Run / Walk Course

 = Mile Marker

 = Water Station

Porter St.

2

Northeast Elementary School



Seymour Ave.

Virginia St.



Rock St.

Jackson County Youth Center



Argyle St.

Allen Rd.

Fleming Ave.

Elm Ave.

Maguire St.

North St.

Waterloo Ave.

1

St. Joseph School

Police Support

N. East Ave.

Loomis St.

Ellery Ave.

Kennedy St.

Gilbert St.

Leroy St.

Harris St.

Whitney St.

Edgewood St.

Ganson St

Seymour Ave.

State St.

Burr

Burr St.

Hamlin

Loomis Park

START

Homewild

FINISH



Allegiance Health

Forest

New Tribes Bible Institute

CareLink

N. Park Ave.

Van Dorn

Detroit St.

Pearl St.

E. Michigan Ave.





Allegiance HEALTH

5 Mile Run

Legend

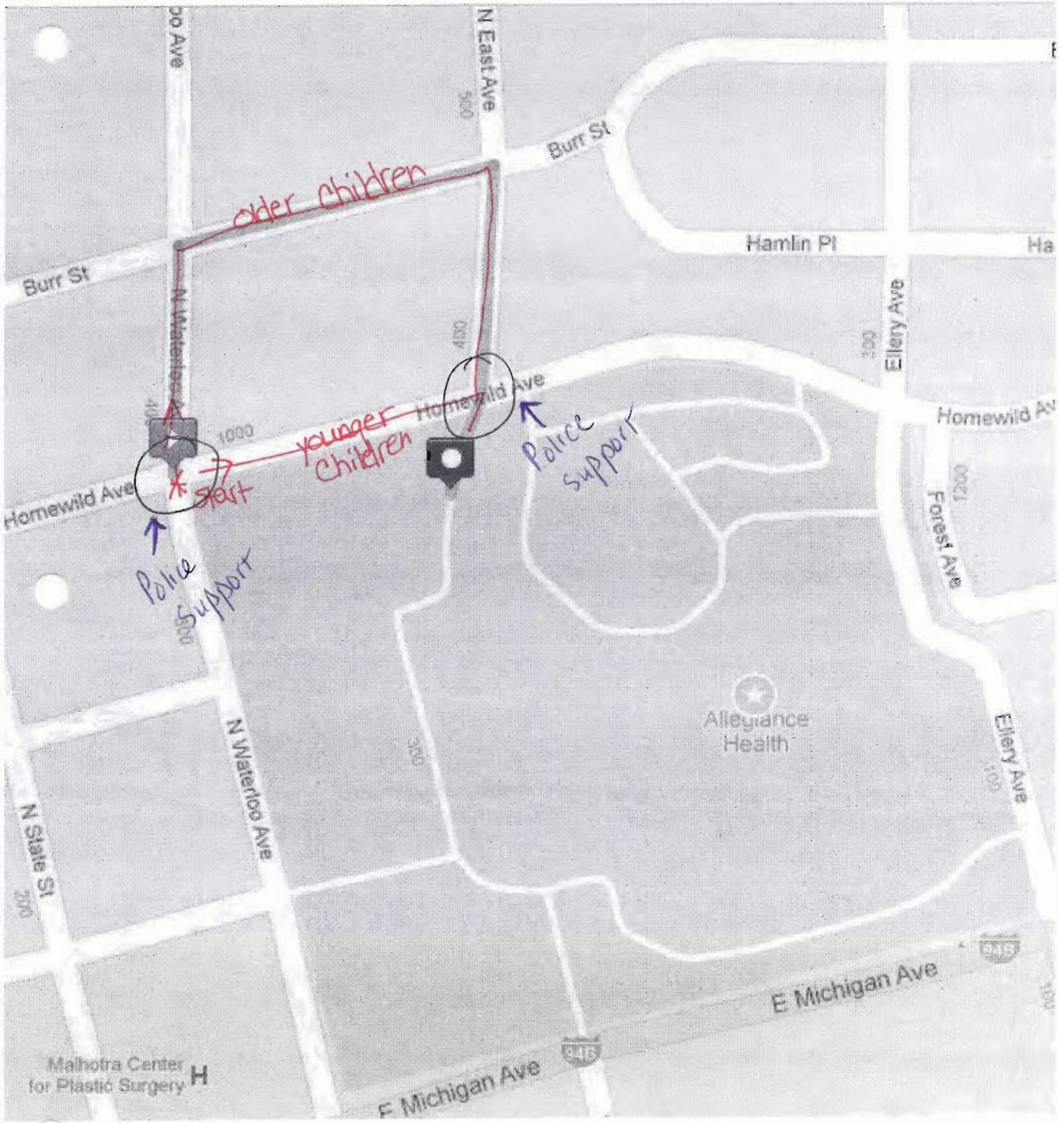
= 5 Mile Run Course

= Mile Marker

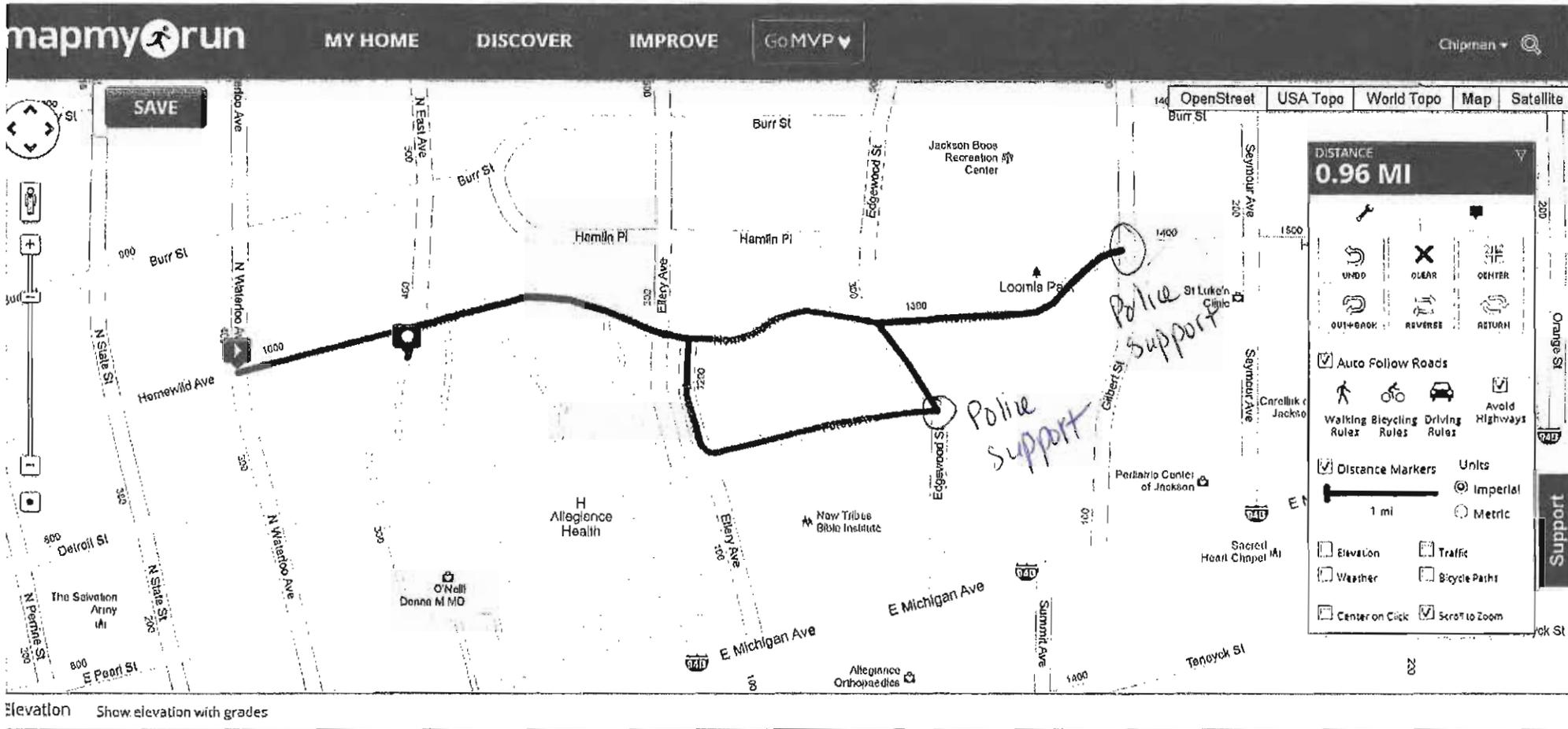
= Water Station



Step by Step Family Fun Run



New Wellness Walk Course





Jackson Downtown Development Authority

**CITY COUNCIL MEETING
June 25, 2013**

June 14, 2013

MEMO TO: Honorable Mayor and City Council Members

FROM: Jonathan Greene, Executive Director

SUBJECT: Special Event Application: Carriage Rides

RECOMMENDATION: Approval of the request from Springport Carriage Company, LLC to conduct carriage rides in downtown Jackson on Friday and Saturday evenings and/or special events throughout the year. Insurance approval has been granted by the City Attorney.

DEPARTMENTAL APPROVAL SUMMARY

Approvals noted below by each department indicate they have been made aware of the request and the capacity of their department has been met. Conditions of their approval and special considerations are noted.

Department	Approval	Denial	Economic Impact
Police	x		\$0
Fire	x		\$0
Engineering	x		\$0
Public Works	x		\$0
Recreation	x		\$0
DDA	x		\$0
			<hr/> \$0

Conditions and Considerations:

- Carriage must comply with all requirements of Michigan Vehicle Code. This permit does NOT grant permission for travel on state trunk lines.

Insurance Status: Approved

att: Special Event Application: **Carriage Rides**

JG/RR

**CITY OF JACKSON
SPECIAL EVENT APPLICATION**

Downtown Development Authority ~ 161 W. Michigan Avenue ~ Jackson, MI 49201
(517) 768-6410

Date Received By DDA Office: 5/20/13 Time: _____ By: RR

Please complete this application in accordance with the City of Jackson Special Events Policy, and return it to the Office of the Downtown Development Authority at least 30 calendar days before the first day of the event.

Sponsoring Organization's Legal Name: Springport Carriage Co. LLC

Organization Address: 14778 Bangham Albion MI 49224

Organization Agent Paul Polkewski Title: owner

Phone: (work) 204-3796 Phone: (home) same Phone: (during the event) same

Agent's Address SAME

Agent's E-Mail Address Sir Jake 35@gmail.com

Event Name _____

Please give a brief description of the proposed special event: Horse Drawn Carriage Rides

Single Horse / All Area kept Clean

Event Day(s) & Date(s) Friday / Sat Evenings of special Events

Event Time(s) _____ through out year -

Set-Up Date & Time _____ Tear-Down Date & Time _____

Event Location Downtown / Parks / would like to check into
Christmas lights at Fairgrounds

ANNUAL EVENT: Is this event expected to occur next year? (circle one) YES NO
How many years has this event occurred? _____

MAP: (a) If your event will use streets or sidewalks (for a parade, run, etc.) or will use multiple locations, please attach a complete map showing the assembly and dispersal locations and the route plan. (b) Show any streets or parking lots that you are requesting to be blocked off, and location of vendors, if any. A final map, if different, must be provided seven (7) days before the event. (c) Please show an emergency vehicle access lane.

STREET CLOSURES: Start Date/Time _____ through Date/Time: _____

RESERVED PARKING: Are you requesting reserved parking? YES NO
If yes, list the number of street spaces, City lots or locations where parking is requested: _____

VENDORS: Food Concessions? YES NO Other Vendors? YES NO

DO YOU PLAN TO HAVE ALCOHOL SOLD/SERVED AT THIS EVENT? YES NO

If yes, please attach liquor license and liquor liability insurance.

If yes, what time? _____ until _____

ENTERTAINMENT: Are there any entertainment features related to this event? YES NO
If yes, provide an attachment listing all bands/performers, type of entertainment, and performance schedule.

ATTENDANCE: What is the expected (estimated) attendance for this event? _____

AMUSEMENT: Do you plan to have any amusement or carnival rides? YES NO
If yes, you are required to obtain a permit through the City Clerk's Office.

REST ROOMS: Are you planning to provide portable rest rooms at the event? YES NO
If yes, how many? _____

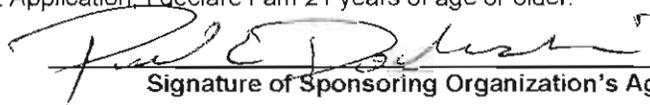
As an event organizer, you must consider the availability of rest room facilities during this event. Consideration should be made regarding the type of event, the length of time it will be held, the number of people, etc. You must determine the rest room facilities in the immediate area of the event venue and then identify the potential need for portable facilities. Remember to identify accessible facilities for ADA requirements as well.

OTHER REQUESTS: (i.e., Police Department assistance, Fire Dept., street closures, electrical, etc.)

INSURANCE: All sponsors of special events must carry liability insurance with coverage of at least \$500,000. An event sponsor must provide a valid certificate of insurance naming the City of Jackson and Downtown Development Authority as an additional insured party on the policy, for the specified event.

CERTIFICATION AND SIGNATURE: I understand and agree on behalf of the sponsoring organization that:
A Certificate of Insurance must be provided which names the City of Jackson as an additional named insured party on the policy.
A \$25 Special Event Application fee must be submitted along with this Special event Application.
All food vendors must be approved by the Jackson County Health Department, and each food or other vendor must provide the City of Jackson with a Certificate of Insurance which names the City of Jackson as an additional named insured party on the policy.
The approval of this special event may include additional requirements, limitations, or fees, based on the City's review of this application.
Applicants who fail to clean up and repair damages to the Event Area may be billed for City services and such failure will be considered for future applications.
As the duly authorized agent of the sponsoring organization, I am applying for approval of this Special Event, affirm the above understandings, and agree that my sponsoring organization will comply with the terms of the written confirmation of approval, and all other City requirements, ordinances and other laws, which apply to this Special Event. By signing this Special Event Application, I declare I am 21 years of age or older.

5/10/13
Date


Signature of Sponsoring Organization's Agent

**RETURN THIS APPLICATION at least thirty (30) days before the first day of the event to:
DOWNTOWN DEVELOPMENT AUTHORITY
161 W. MICHIGAN AVENUE JACKSON, MI 49201**



Neighborhood & Economic Operations

Building a Stronger Jackson

161 W. Michigan Avenue • Jackson, MI 49201-1303 • Facsimile (517) 780-4781

Building Inspection
(517) 788-4012

Code Enforcement
(517) 788-4060

Engineering
(517) 788-4160

Planning & Economic Development
(517) 768-6433

CITY COUNCIL MEETING June 25, 2013

TO: Honorable Mayor and City Councilmembers

FROM: Patrick H. Burtch, City Manager
Jon H. Dowling, P.E., City Engineer

SUBJECT: Request to Approve Traffic Control Order 2155
Autistic Child Signs Request

RECOMMENDATION: Approval of Traffic Control Order 2155 for installation of Autistic Child Signs on N. Waterloo Street.

Engineering has received a request from a resident at 621 N. Waterloo Street for “Autistic Child Area” signs on N. Waterloo between Leroy and Ganson Streets. We have prepared TCO 2155 for the installation of the “Autistic Child Area” signs.

It is the recommendation of Engineering that Traffic Control Order 2155 be approved. If you have any questions please do not hesitate to contact us.

JHD/sms

C: Bob Dietz, Parking Manager/Engineering Assistant
Matt Heins, Chief of Police

CITY OF JACKSON, MICHIGAN
TRAFFIC ENGINEERING DIVISION
Traffic Control Order No. 2155

LOCATION: N. Waterloo Street

DATE: June 25, 2013

ASSIGNED TO: Engineering

TCO DESCRIPTION

At the request of a resident investigate the possibility of installing Autistic Child Area signs on N. Waterloo Street between Leroy and Ganson Streets.

BY JON H. DOWLING, P.E.

RECOMMENDATION

Install Autistic Child Area signs on N. Waterloo Street between Leroy Street and Ganson Street. Engineering Staff will verify annually if signs are to remain in place.

APPROVED **REJECTED**

DATE:

BY CITY COUNCIL

WORK ASSIGNMENT: To Sign Shop

DATE:

TO:

BY JON H. DOWLING, P.E.

MATERIAL USED

<input type="checkbox"/>								
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Posts Stop Time Limit No Parking Loading Zone One Way Yield Paint Other

ASSIGNMENT COMPLETED

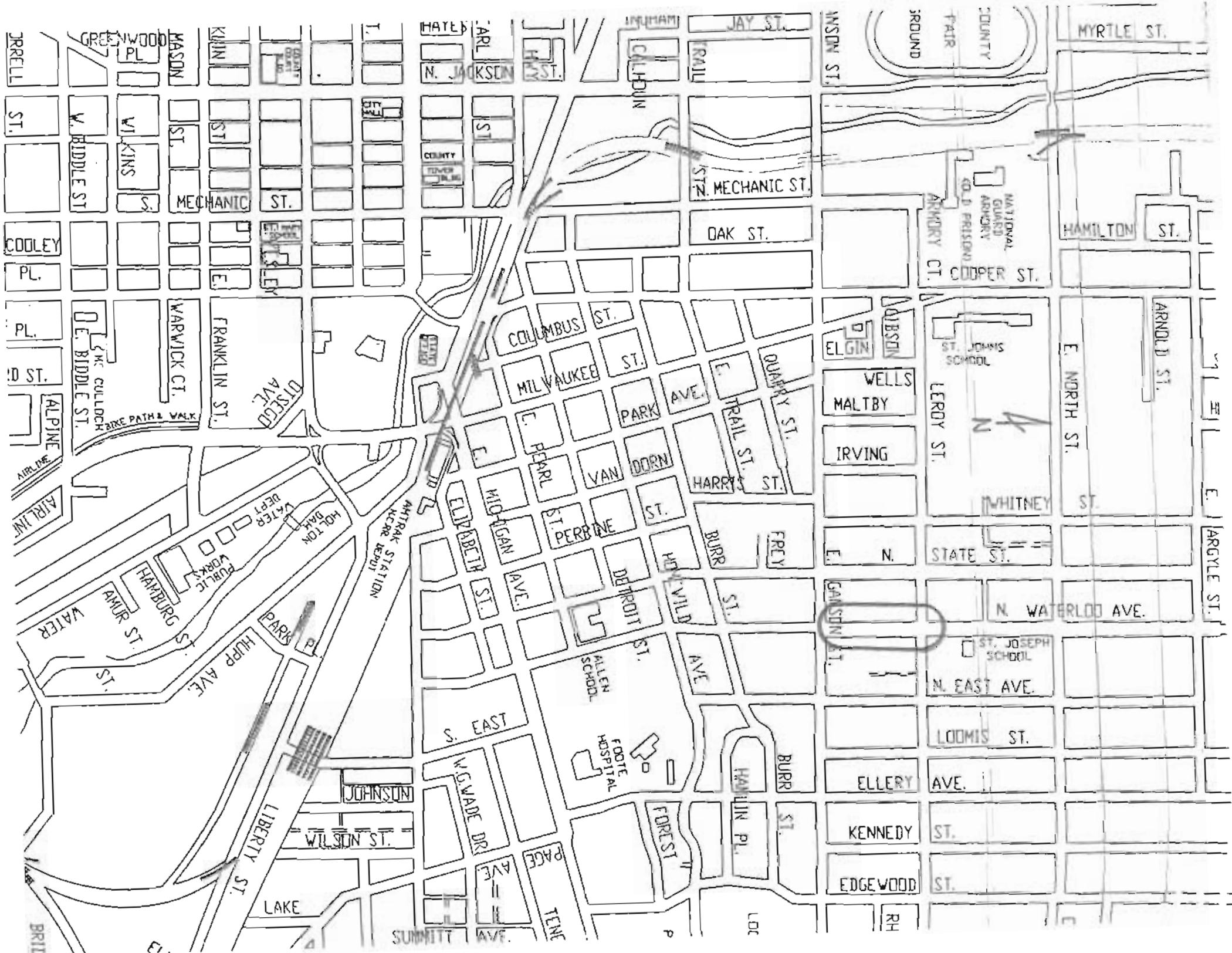
DATE: **BY: Sign Shop**

WORK INSPECTED

REMARKS:

DATE: **BY: Jon H. Dowling, P.E., City Engineer**

Copies: 1. Intersection File 2. TCO File 3. Work Order Copy 4. Police Dept. 5. Fire Dept 6. City Clerk



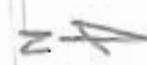
COUNTY
FAIR
GROUND

NATIONAL
GUARDED
ARCADE
CO. (D. PERSON)
AMTRAK ST.

ST. JOSEPH
SCHOOL

ST. JOSEPH
SCHOOL

GANSON ST.



BRIT

E. ARGYLE ST.

SUMMITT AVE.

LOC

RH



Neighborhood & Economic Operations

Building a Stronger Jackson

161 W. Michigan Avenue • Jackson, MI 49201-1303 • Facsimile (517) 780-4781

Building Inspection
(517) 788-4012

Code Enforcement
(517) 788-4060

Engineering
(517) 788-4160

Planning & Economic Development
(517) 768-6433

CITY COUNCIL MEETING

June 25, 2013

TO: Honorable Mayor and City Councilmembers

FROM: Patrick H. Burtch, City Manager
Jon H. Dowling, P.E., City Engineer

SUBJECT: Approval of Revocable Licenses to Jackson Area Transportation Authority for bus stop shelter construction

RECOMMENDATION: To approve six (6) revocable licenses requested by the Jackson Area Transportation Authority for the construction of bus stop shelters upon the City's right-of-way at various locations, and authorize the Mayor and City Treasurer/Clerk to execute the appropriate documents.

The Jackson Area Transportation Authority (JATA) has requested Revocable Licenses to construct bus stop shelters upon the City's right-of-way at the following locations:

1. On the north side of Pringle Street east of Elm Avenue (opposite St. Stanislaus Kostka Church)
2. On the south side of VanBuren Street east of Steward Avenue (at Reed Manor Apartments)
3. On the north side of Mason Street west of Jackson Street (at Peterson Apartments)
4. On the west side of Fourth Street south of the round-about (at the Middle School at Parkside)
5. On the south side of Monroe Street west of Blackstone (opposite Shahan Apartments, at Greater Bible Way Temple)
6. On the south side of Porter Street east of Cooper (near Blair Park Apartments).

The attached revocable licenses include drawings which show details of the proposed bus stop shelter locations.

Engineering has reviewed the drawings and has received the appropriate licensing fees from JATA. The City Attorney has reviewed and approved the Revocable Licenses for construction. The site plans for the above referenced sites were reviewed and approved by the City of Jackson Planning Commission at their June 5, 2013 meeting.

The normal process for the approval of Revocable Licenses for items within the right-of-way requires a 30-day waiting period. The Jackson Area Transportation Authority has requested that approval be expedited so the construction of the proposal bus shelters can commence immediately.

I request that the attached Revocable Licenses be presented to the City Council for immediate approval and that the Mayor and City Treasurer/Clerk be authorized to execute the Revocable Licenses on behalf of the City.

If you have questions, please contact me.

JHD/TRW/sms

C: Julius Giglio, City Attorney
Andrew J. Wrozek, Jr., City Treasurer/Clerk
Troy R. White, P.E., Senior Civil Engineer

REVOCABLE LICENSE

THE CITY OF JACKSON, a Michigan municipal corporation, with offices located at 161 West Michigan Avenue, Jackson, Michigan 49201, hereinafter called "Licensor", in consideration of the terms, conditions and covenants hereinafter set forth, does hereby grant to **The Jackson Area Transportation Authority**, a Michigan Act 196 Transportation Authority, with offices at 2350 East High Street, hereinafter called "Licensee", this REVOCABLE LICENSE, RIGHT and PRIVILEGE to construct and maintain upon the City's **Pringle Street** right-of-way adjacent to property described in Attachment A, commonly known as 1600 Pringle, Jackson, Michigan 49203, a Passenger Bus Shelter (hereinafter structure@). The design, configuration and location of said structure is more precisely described upon EXHIBIT A, attached hereto and incorporated by reference, to be occupied and used by Licensee on the Licensor's Street right-of-way described above, on the terms, conditions, and covenants hereinafter mentioned.

As consideration for this License, Licensee agrees to the following terms, conditions and covenants:

1. Licensee shall pay Licensor the sum of Twenty Five Dollars (\$25.00).
2. Licensee agrees that in the design, construction, installation and maintenance of the structure, and throughout the term of this License, it will comply with the restrictions set forth herein and with all statutes, rules, ordinances and regulations pertaining to said structure.
3. The design, configuration, location and specifications for installation of the structure shall be approved by the City of Jackson City Engineer in advance of installation of the structure, and, upon installation of the structure, shall not be altered without the express written consent of the City Engineer.
4. Licensee agrees to keep the structure in good repair and condition at all times.
5. Licensee shall assume all liability for and protect, indemnify, and save Licensor, its officers, employees, agents and contractors, harmless from and against all actions, claims,

demands, judgments, losses, expenses of suits or actions, and attorney fees for injury to or death of any person or persons and loss or damage to the property of any person or persons whomsoever, including the parties hereto, arising in connection with or as a direct or indirect result of Licensee's use of its structure or its exercise of this License, except Licensee shall not be required to indemnify Licensor for injury to persons or damage to property caused by the sole negligence of Licensor.

6. This License is granted subject to any lease, easement, license, or other interest in land heretofore granted or reserved, or which may be granted in the future by Licensor with respect to said Licensor's Street right-of-way.

7. Licensee shall secure and maintain in force during the term of this License a policy of Comprehensive Commercial Liability Insurance, acceptable to Licensor, with a minimum general liability limit of \$500,000.00 per occurrence. The policy shall be in the name of Licensee, and shall name the Licensor as additional insured, and shall describe the insured's premises, including the structure as herein above described. The insurer will not cancel this insurance, or change, restrict, or reduce the insurance provided, or change the name of the insureds, without first giving at least ten (10) days written notice to the City of Jackson, City Attorney, 161 West Michigan Avenue, Jackson, Michigan 49201, as evidenced by receipt of certified mail. Licensee shall provide evidence of the existence of such insurance to Licensor's City Attorney prior to Licensor's execution of this License.

8. Upon the sale, conveyance, lease or transfer of Licensee's property referenced above, this License shall become null and void and Licensee shall, at its sole cost and expense, fully remove the structure and all materials, improvements, structures, or appurtenances pertaining thereto.

9. This License may be revoked at any time, with or without cause, by Licensor, upon thirty (30) days written notice to the Licensee.

10. Licensee, upon revocation of this License, shall, at its sole cost and expense, fully remove the structure and all materials, improvements, structures, or appurtenances pertaining thereto within thirty (30) days of the date of mailing of a Notice of Revocation.

11. If Licensee fails to comply with a Notice of Revocation, Licensor shall take any and all action necessary to remove the structure, which shall be deemed to constitute a nuisance. Licensee shall be invoiced for all removal costs incurred by Licensor. If Licensee fails to satisfy the invoice within the time prescribed on the invoice, the Jackson City Council may cause such removal costs to be levied and assessed as a special assessment upon Licensee's property as provided by the City Charter and the Jackson City Code of Ordinances, and/or Licensor may bring suit against Licensee to recover such costs.

12. All notices given pursuant to this License shall be considered mailed when placed in the United States mail, certified mail, return receipt requested, properly addressed to the parties at the addresses herein set forth, with postage thereon fully paid.

13. This Revocable License is a personal license, and shall not be assigned by Licensee.

The parties hereby have executed or caused this instrument to be executed by their duly authorized representatives, as of the ____ day of _____, _____.

LICENSOR:
CITY OF JACKSON, a

Michigan municipal corporation

By _____
Martin J. Griffin, Mayor

By _____
Lynn Fessel, City Clerk

STATE OF MICHIGAN, COUNTY OF JACKSON, SS:

Subscribed and sworn to before me, this ____ day of _____, _____, by Martin J. Griffin and Lynn Fessel, the Mayor and City Clerk of the City of Jackson, a Michigan municipal corporation, on behalf of the corporation.

Notary Public
Jackson County, Michigan
My Comm. Exp.: _____

Acknowledged and Agreed

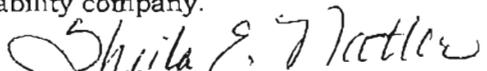
LICENSEE:


By Cameron McCollum
(type name here)

Its General Manager

STATE OF MICHIGAN, COUNTY OF JACKSON, SS:

Subscribed and sworn to before me this 12th day of June, 2013, by Cameron McCollum, the General Manager of Jackson Area Transportation Authority, on behalf of the sole proprietorship/partnership/corporation/limited liability company.


Notary Public
Jackson County, Michigan
My Comm. Exp.: 11/27/2014

Drafted by:
Julius A. Giglio (P32022)
City Attorney
161 West Michigan Avenue
Jackson, Michigan 49201
(517) 788-4050

When recorded return to:
City Attorney's Office
161 West Michigan Avenue
Jackson, Michigan 49201

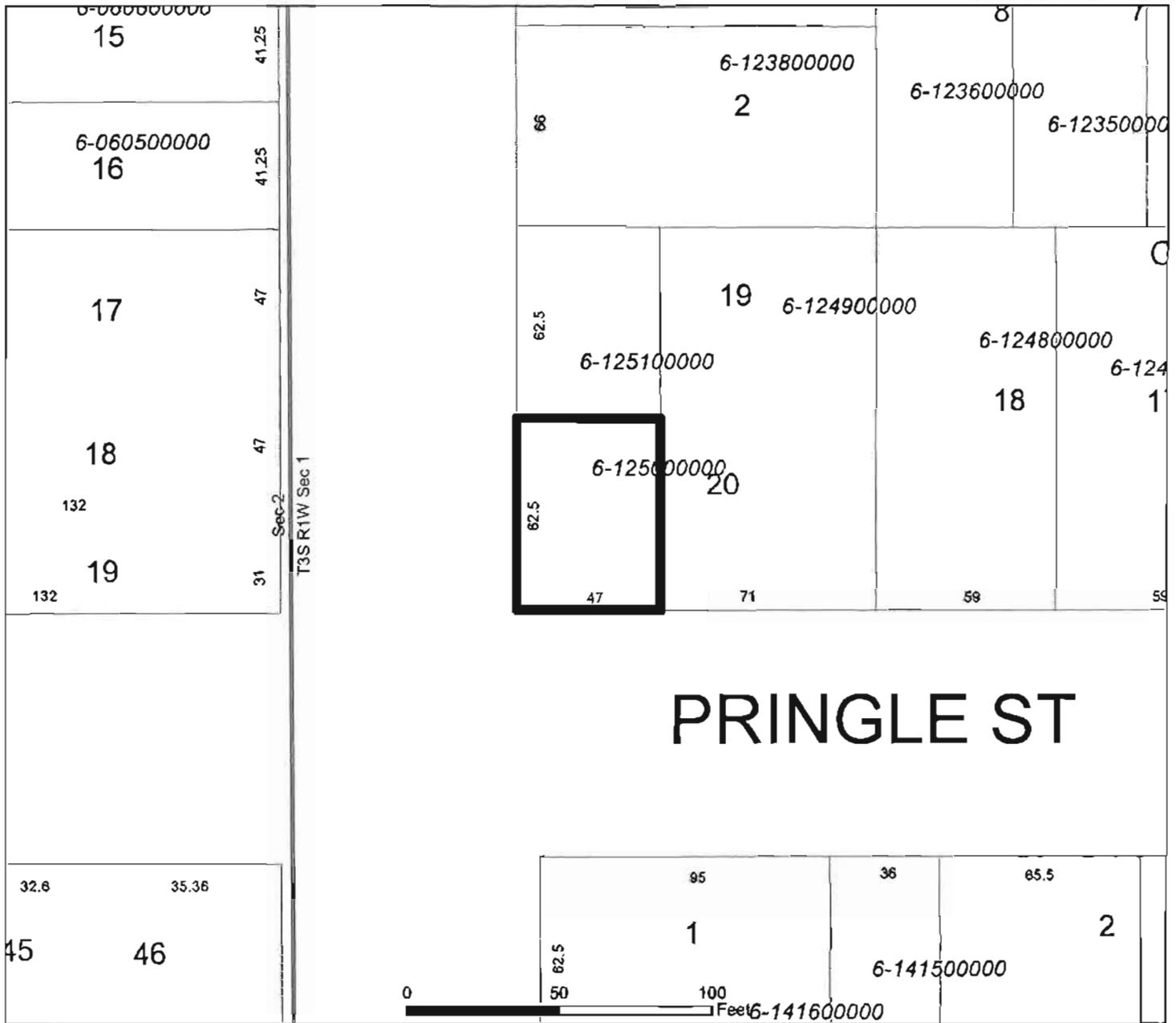
T \REVOCABLELICENSES\NEW REV LIC - STRUCTURE.DOC



ATT. A

PARCEL DATA SHEET - PARCEL ID:

6-125000000



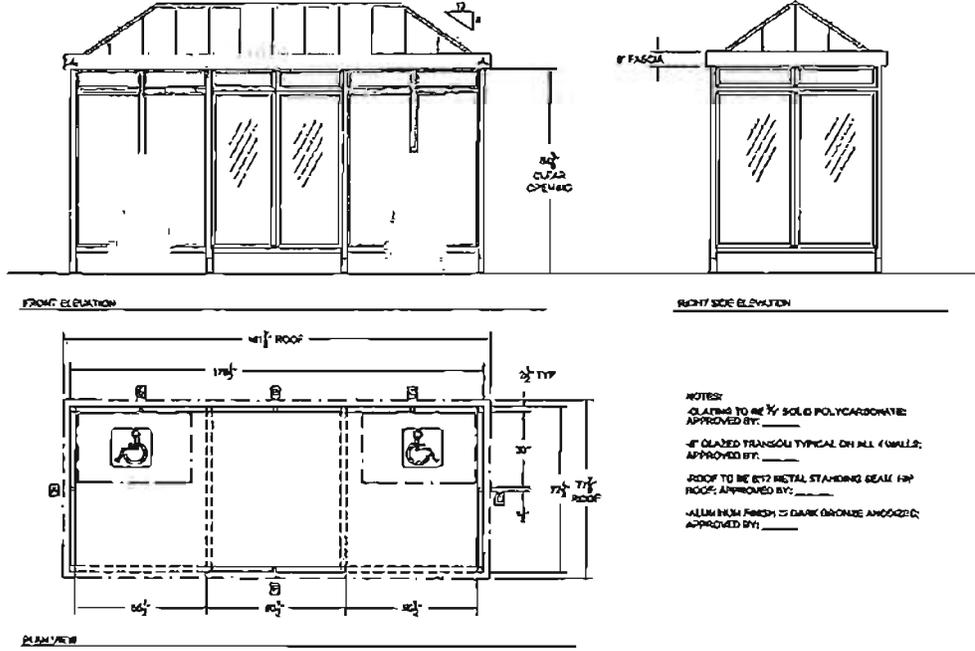
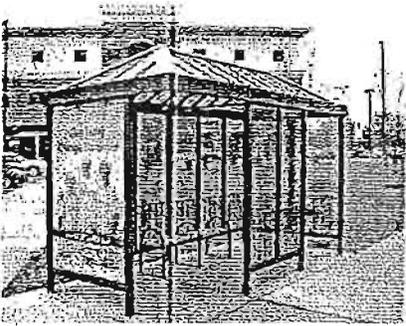
OWNER NAME JAG INVESTMENT GROUP LLC
 OWNER ADDRESS 10145 E MICHIGAN AVE
 PARMA MI 49269
 HOMESTEAD N/A
 PARCEL ADDRESS 1600 PRINGLE AVE
 JACKSON MI 49203
 PROPERTY CLASS 401 - RESIDENTIAL
 STATUS Active
 ACREAGE 0.07 Acres
 GOV'T UNIT City of Jackson
 TAX UNIT City of Jackson
 SCHOOL DISTRICT JACKSON PUBLIC SCHOOL
 LIBER/PAGE 1952-971

Document Generated 9/26/2012 9:28:55 AM

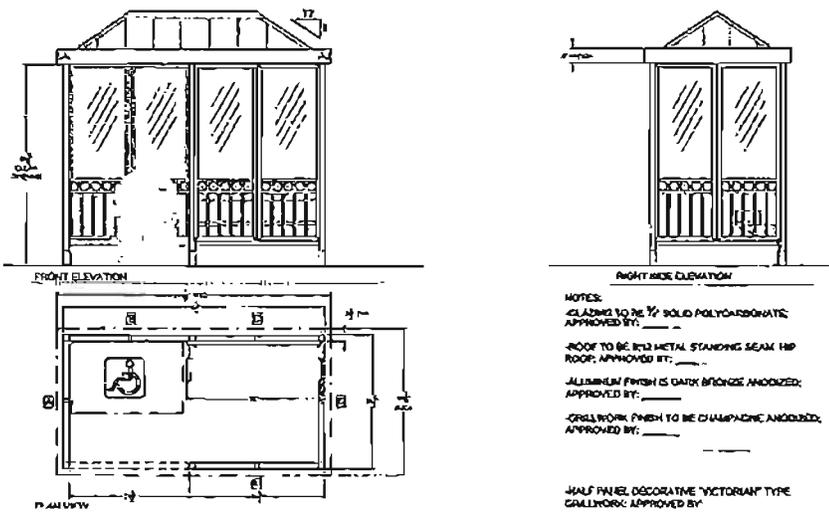
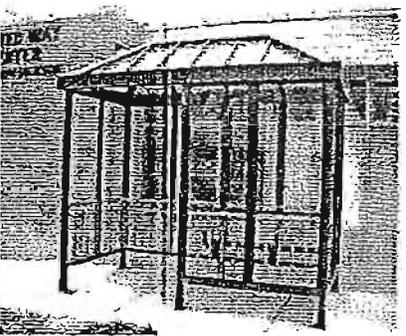
	2010	2011	2012
TAXABLE VALUE	19,350	18,400	16,150
ASSESSED VALUE	19,350	18,400	16,150

LEGAL DESCRIPTION
 W 47 FT OF LOT 20 BLK 1 CARR'S E ADD

Exhibit-A

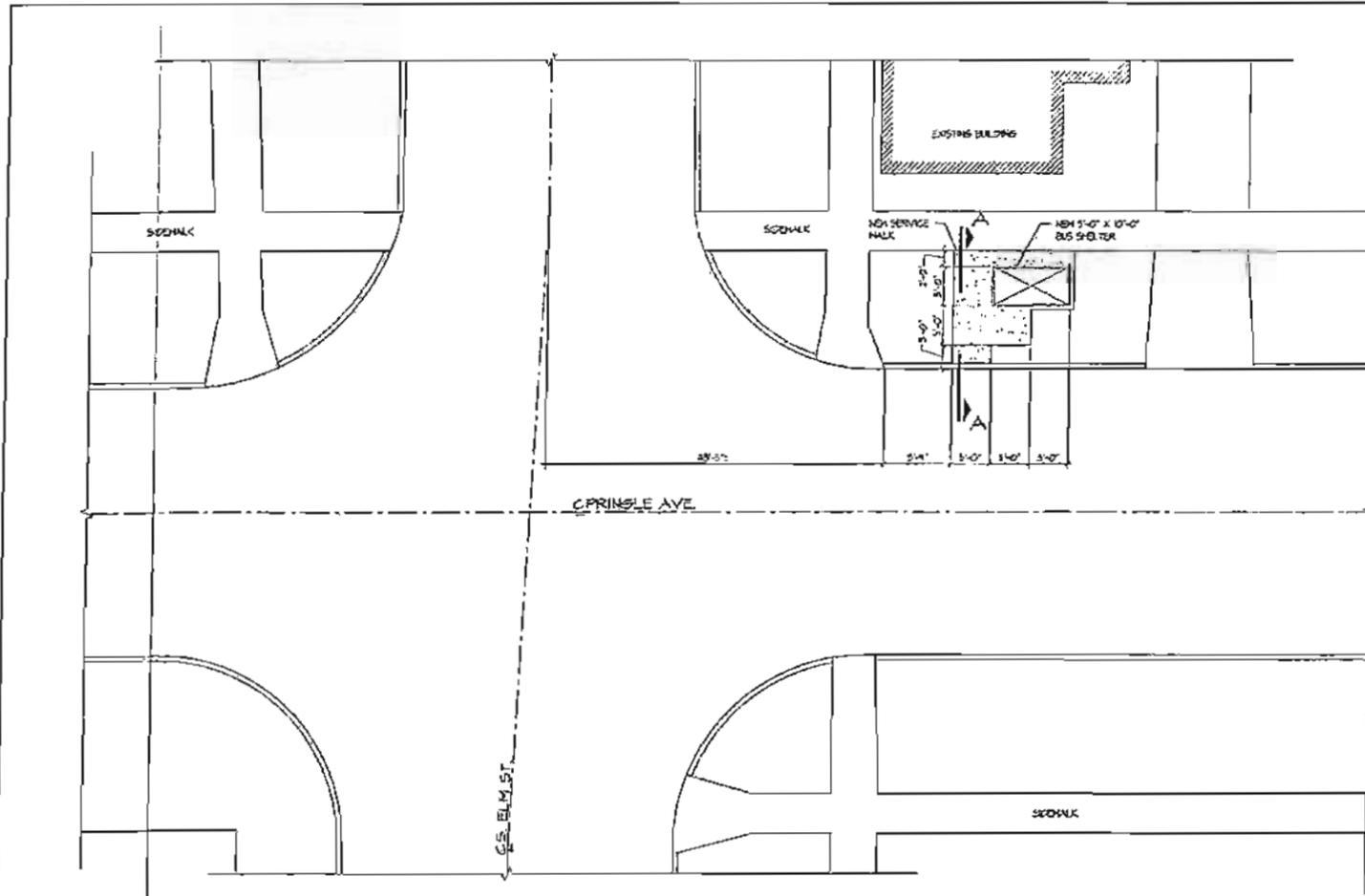


TYPICAL 6' X 15' SHELTER
 SCALE: NONE

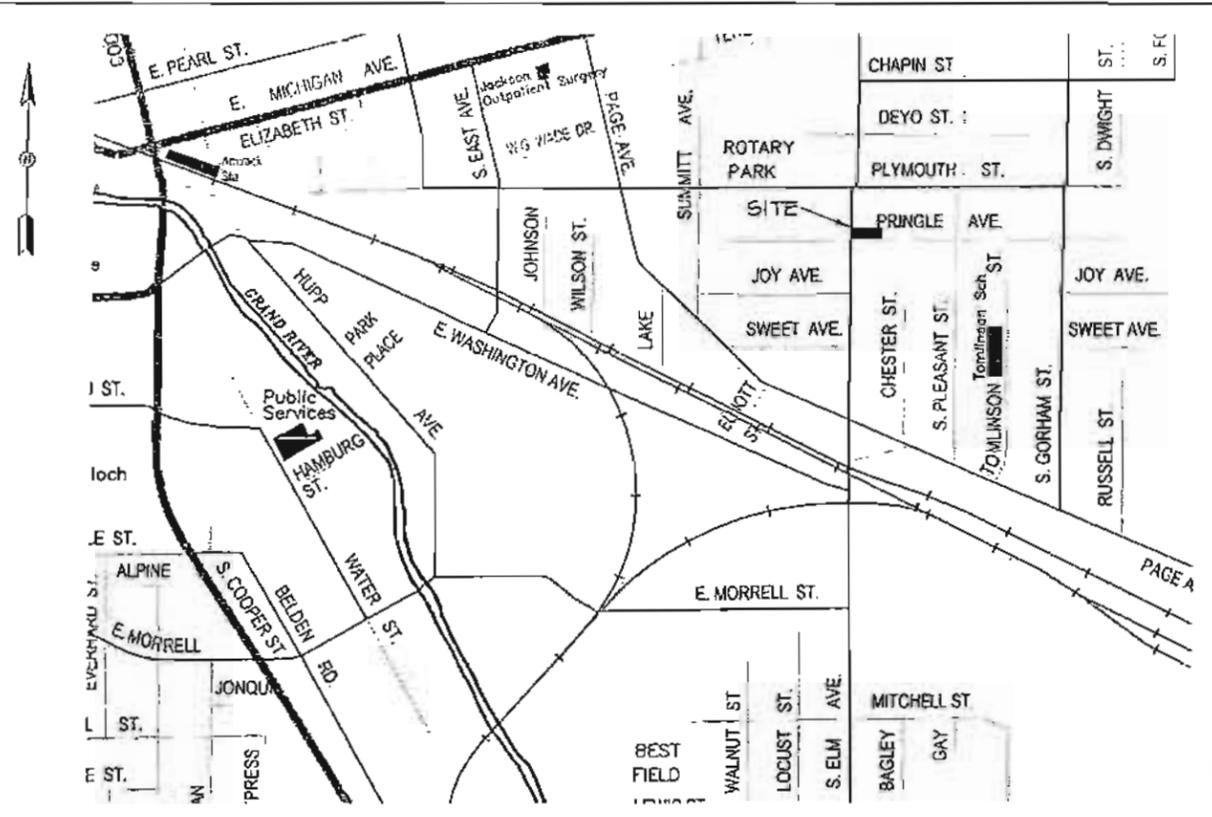


TYPICAL 5' X 10' SHELTER
 SCALE: NONE

Engineering Services, Inc. Engineers & Project Managers Michigan	Client JACKSON AREA TRANSPORTATION AUTHORITY 2550 E. HIGH STREET JACKSON MI 48305	Project JATA BUS SHELTER INSTALLATION 2012 CONSTRUCTION JACKSON, MI		
	GENERAL INFORMATION SHEET	Scale AS NOTED Proj No. 40-6447-004	Drawing Number 6447-C-004	Sheet 0



SITE PLAN
SCALE: 1" = 10'



VICINITY MAP
SCALE: NONE

DEMOLITION NOTES:

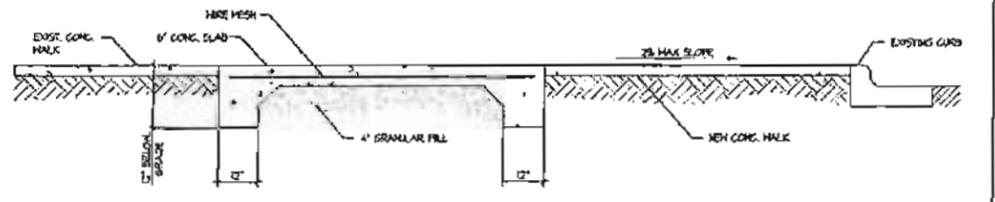
1. REMOVE EXISTING BUS SHELTER AND DISPOSE OF PER JATA INSTRUCTION.
2. DEMOLISH AND DISPOSE OF EXISTING CONCRETE PAD.
3. RESTORE SITE FOR CONSTRUCTION NOTE 4.

GENERAL SITE CONSTRUCTION NOTES:

1. CONCRETE: PROPORTIONED AS PER FOOT GRADE SO 28 DAY STRENGTH 4500 PSI 1" HALLOWHAM SLUMP (LESS WATER REDUCING ADJUTIVES ARE USED AIR ENTRAINMENT .45 TO .06)
2. SOIL EROSION CONTROL: THE CONTRACTOR SHALL BE RESPONSIBLE FOR MAINTAINING ALL TEMPORARY SOIL EROSION CONTROL MEASURES AND REMOVAL OF SAME UPON AUTHORIZED COMPLETION OF PROJECT. COMPLETION OF PROJECT WILL NOT BE AUTHORIZED UNTIL ALL SITE WORK, ROAD WORK, AND UTILITY CONSTRUCTION IS COMPLETE AND ALL SOILS ARE STABILIZED.
3. SHELTER INSTALLATION: ERECT STRUCTURE PER MANUFACTURERS SPECIFICATION.
4. RESTORATION OF THE SITE: ALL DIGAVATION SHALL BE DONE WITH CAUTION TO AVOID ANY DAMAGE TO UNDERGROUND UTILITIES. RESTORATION OF ALL DISTURBED AREAS, INCLUDING PLACEMENT OF TOPSOIL, SEED, FERTILIZER, AND MULCH AND/OR SOO SHALL BE DONE WITHIN 5 DAYS OF THE COMPLETION OF FINAL GRADE.



10' x 5' SHELTER TO BE INSTALLED AT EXISTING BUS STOP LOCATION



SECTION A-A
SCALE: 1" = 2'

Dr	FPH	Date	08/13/12
Des	IUJ	Date	08/13/12
App			
Rev	Date	Description	By
A	08/14/12	ISSUED FOR REVIEW	FPH IUJ
			DRENA H. SIA, PE (M 40645)

Elite Engineering Services, Inc.
consultants • design engineers • project managers
Jackson, Michigan

CLIENT
JACKSON AREA TRANSPORTATION AUTHORITY
2330 E. HIGH STREET
JACKSON, MI 48403

Project
JATA BUS SHELTER INSTALLATION
PRINGLE & ELM
JACKSON, MI

CONSTRUCTION PLAN

Scale AS NOTED
Proj No 40-6447-004

Drawing Number
6447-C-004

Sheet 4
Rev A

REVOCABLE LICENSE

THE CITY OF JACKSON, a Michigan municipal corporation, with offices located at 161 West Michigan Avenue, Jackson, Michigan 49201, hereinafter called "Licensor", in consideration of the terms, conditions and covenants hereinafter set forth, does hereby grant to **The Jackson Area Transportation Authority**, a Michigan Act 196 Transportation Authority, with offices at 2350 East High Street, hereinafter called "Licensee", this REVOCABLE LICENSE, RIGHT and PRIVILEGE to construct and maintain upon the City's **VanBuren Street** right-of-way adjacent to property described in Attachment A, commonly known as 301 Steward Jackson, Michigan, 49201, a Passenger Bus Shelter (hereinafter structure@). The design, configuration and location of said structure is more precisely described upon EXHIBIT A, attached hereto and incorporated by reference, to be occupied and used by Licensee on the Licensor's Street right-of-way described above, on the terms, conditions, and covenants hereinafter mentioned.

As consideration for this License, Licensee agrees to the following terms, conditions and covenants:

1. Licensee shall pay Licensor the sum of Twenty Five Dollars (\$25.00).
2. Licensee agrees that in the design, construction, installation and maintenance of the structure, and throughout the term of this License, it will comply with the restrictions set forth herein and with all statutes, rules, ordinances and regulations pertaining to said structure.
3. The design, configuration, location and specifications for installation of the structure shall be approved by the City of Jackson City Engineer in advance of installation of the structure, and, upon installation of the structure, shall not be altered without the express written consent of the City Engineer.
4. Licensee agrees to keep the structure in good repair and condition at all times.
5. Licensee shall assume all liability for and protect, indemnify, and save Licensor, its officers, employees, agents and contractors, harmless from and against all actions, claims,

demands, judgments, losses, expenses of suits or actions, and attorney fees for injury to or death of any person or persons and loss or damage to the property of any person or persons whomsoever, including the parties hereto, arising in connection with or as a direct or indirect result of Licensee's use of its structure or its exercise of this License, except Licensee shall not be required to indemnify Licensor for injury to persons or damage to property caused by the sole negligence of Licensor.

6. This License is granted subject to any lease, easement, license, or other interest in land heretofore granted or reserved, or which may be granted in the future by Licensor with respect to said Licensor's Street right-of-way.

7. Licensee shall secure and maintain in force during the term of this License a policy of Comprehensive Commercial Liability Insurance, acceptable to Licensor, with a minimum general liability limit of \$500,000.00 per occurrence. The policy shall be in the name of Licensee, and shall name the Licensor as additional insured, and shall describe the insured's premises, including the structure as herein above described. The insurer will not cancel this insurance, or change, restrict, or reduce the insurance provided, or change the name of the insured's, without first giving at least ten (10) days written notice to the City of Jackson, City Attorney, 161 West Michigan Avenue, Jackson, Michigan 49201, as evidenced by receipt of certified mail. Licensee shall provide evidence of the existence of such insurance to Licensor's City Attorney prior to Licensor's execution of this License.

8. Upon the sale, conveyance, lease or transfer of Licensee's property referenced above, this License shall become null and void and Licensee shall, at its sole cost and expense, fully remove the structure and all materials, improvements, structures, or appurtenances pertaining thereto.

9. This License may be revoked at any time, with or without cause, by Licensor, upon thirty (30) days written notice to the Licensee.

10. Licensee, upon revocation of this License, shall, at its sole cost and expense, fully remove the structure and all materials, improvements, structures, or appurtenances pertaining thereto within thirty (30) days of the date of mailing of a Notice of Revocation.

11. If Licensee fails to comply with a Notice of Revocation, Licensor shall take any and all action necessary to remove the structure, which shall be deemed to constitute a nuisance. Licensee shall be invoiced for all removal costs incurred by Licensor. If Licensee fails to satisfy the invoice within the time prescribed on the invoice, the Jackson City Council may cause such removal costs to be levied and assessed as a special assessment upon Licensee's property as provided by the City Charter and the Jackson City Code of Ordinances, and/or Licensor may bring suit against Licensee to recover such costs.

12. All notices given pursuant to this License shall be considered mailed when placed in the United States mail, certified mail, return receipt requested, properly addressed to the parties at the addresses herein set forth, with postage thereon fully paid.

13. This Revocable License is a personal license, and shall not be assigned by Licensee.

The parties hereby have executed or caused this instrument to be executed by their duly authorized representatives, as of the ____ day of _____, _____.

LICENSOR:
CITY OF JACKSON, a

Michigan municipal corporation

By _____
Martin J. Griffin, Mayor

By _____
Lynn Fessel, City Clerk

STATE OF MICHIGAN, COUNTY OF JACKSON, SS:

Subscribed and sworn to before me, this ____ day of _____, _____, by Martin J. Griffin and Lynn Fessel, the Mayor and City Clerk of the City of Jackson, a Michigan municipal corporation, on behalf of the corporation.

Notary Public
Jackson County, Michigan
My Comm. Exp.: _____

Acknowledged and Agreed

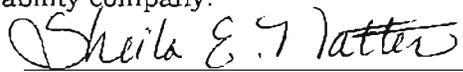
LICENSEE:


By _____
Cameron McCollum
(type name here)

Its _____
General Manager

STATE OF MICHIGAN, COUNTY OF JACKSON, SS:

Subscribed and sworn to before me this 12th day of June, 2013, by Cameron McCollum, the General Manager of Jackson Area Transportation Authority, on behalf of the sole proprietorship/partnership/corporation/limited liability company.



Notary Public
Jackson County, Michigan
My Comm. Exp.: 11/27/2014

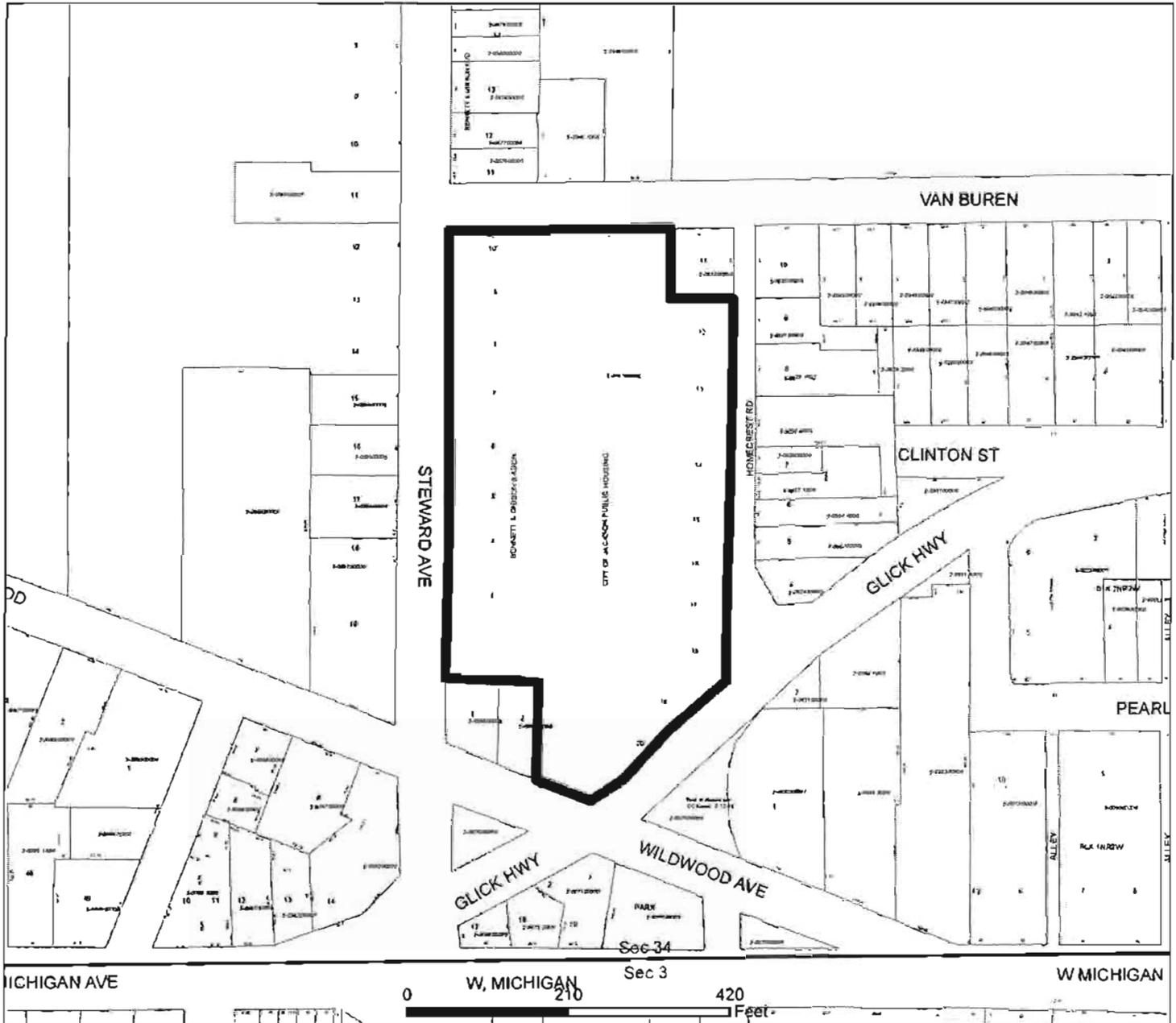
Drafted by:
Julius A. Giglio (P32022)
City Attorney
161 West Michigan Avenue
Jackson, Michigan 49201
(517) 788-4050

When recorded return to:
City Attorney's Office
161 West Michigan Avenue
Jackson, Michigan 49201



PARCEL DATA SHEET - PARCEL ID:

2-055700000



OWNER NAME CITY OF JACKSON
 OWNER ADDRESS 161 W MICHIGAN AVE
 JACKSON MI 49201
 HOMESTEAD N/A
 PARCEL ADDRESS 301 STEWARD AVE
 JACKSON MI 49201
 PROPERTY CLASS 701 - EXEMPT - GENERIC
 STATUS Active
 ACREAGE 5.3 Acres
 GOV'T UNIT City of Jackson
 TAX UNIT City of Jackson
 SCHOOL DISTRICT JACKSON PUBLIC SCHOOL
 LIBER/PAGE N/A

Document Generated 9/28/2012 8:31:19 AM			
	2010	2011	2012
TAXABLE VALUE	0	0	0
ASSESSED VALUE	0	0	0
LEGAL DESCRIPTION	0557.1, 0558, 0567 THRU 0575A, 05751A & 0634 THRU 0642 LAND OWNED & USED AS ONE PARCEL & DESC AS THE N 73 FT OF LOTS 1 & 2 AND ALL OF LOTS 3, 4, 5, 6, 7, 8, 9 & 10 BLK 1 BENNETT & GIBSON'S ADD & THE S 5 FT OF LOT 11 & ALL OF LOTS 12, 13, 14, 15, 16, 17, 18, 19 & 20 HOMECREST RD SUB DIV EX THAT PORTION USED AS LOUIS GLICK HWY ALSO BEG AT THE NW CORNER OF LOT 11 HOMECREST RD SUB DIV TH SLY ALG SD SUB DIV TO THE NLY LN OF LOUIS GLICK HWY TH SWLY ALG LOUIS GLICK HWY TO THE N LN OF		

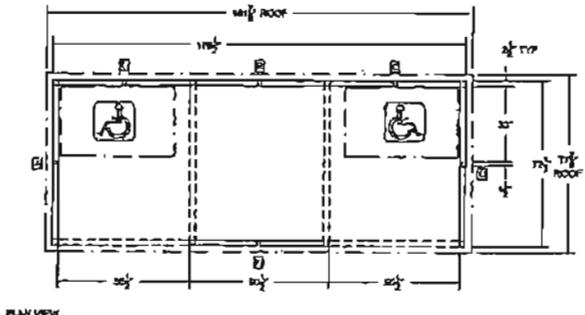
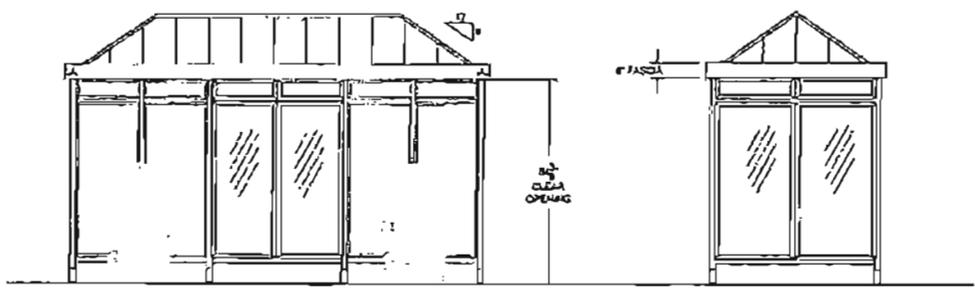
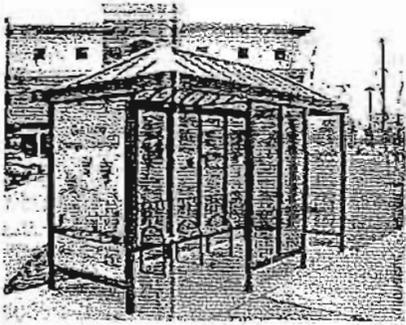
*** THIS DESCRIPTION IS TRUNCATED ***



This generated map is provided to allow easy access and visual display of governmental information and services, as well as to information from other sources. Every reasonable effort has been made to ensure the accuracy of the maps and data provided; nevertheless, some information may not be accurate. The burden of determining the accuracy, timeliness, completeness, merchantability, and fitness or appropriateness of use rests solely on you, the user.

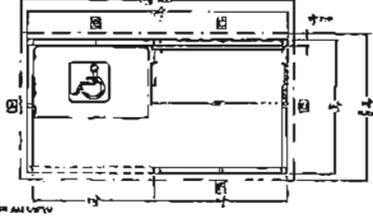
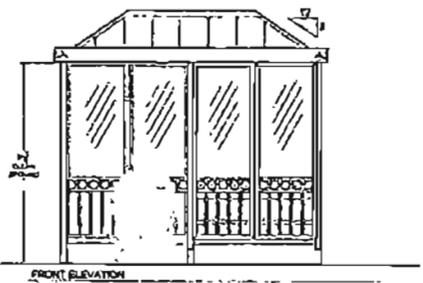
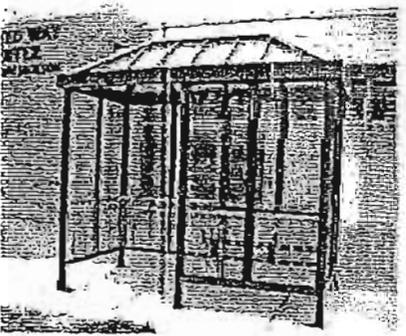


Exhibit-A



NOTES:
 GLAZING TO BE 1/2" SOLID POLYCARBONATE,
 APPROVED BY: _____
 IF GLAZED TRANSOM TYPICAL ON ALL 4 WALLS,
 APPROVED BY: _____
 ROOF TO BE #12 METAL STANDING SEAM W/FP
 ROOF, APPROVED BY: _____
 ALUMINUM FINISH IS DARK BRONZE ANODIZED,
 APPROVED BY: _____

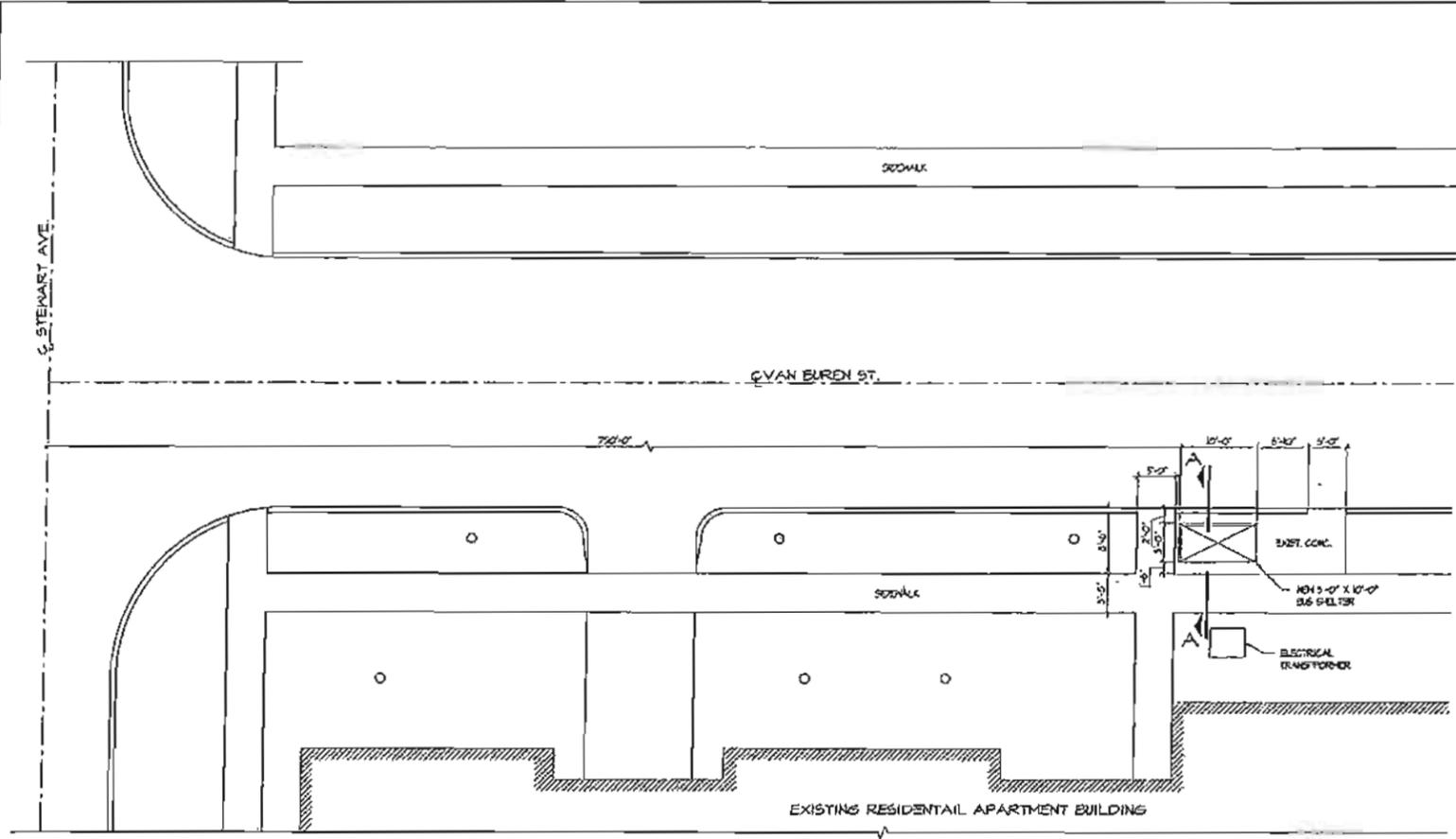
TYPICAL 6' X 15' SHELTER
 SCALE: NONE



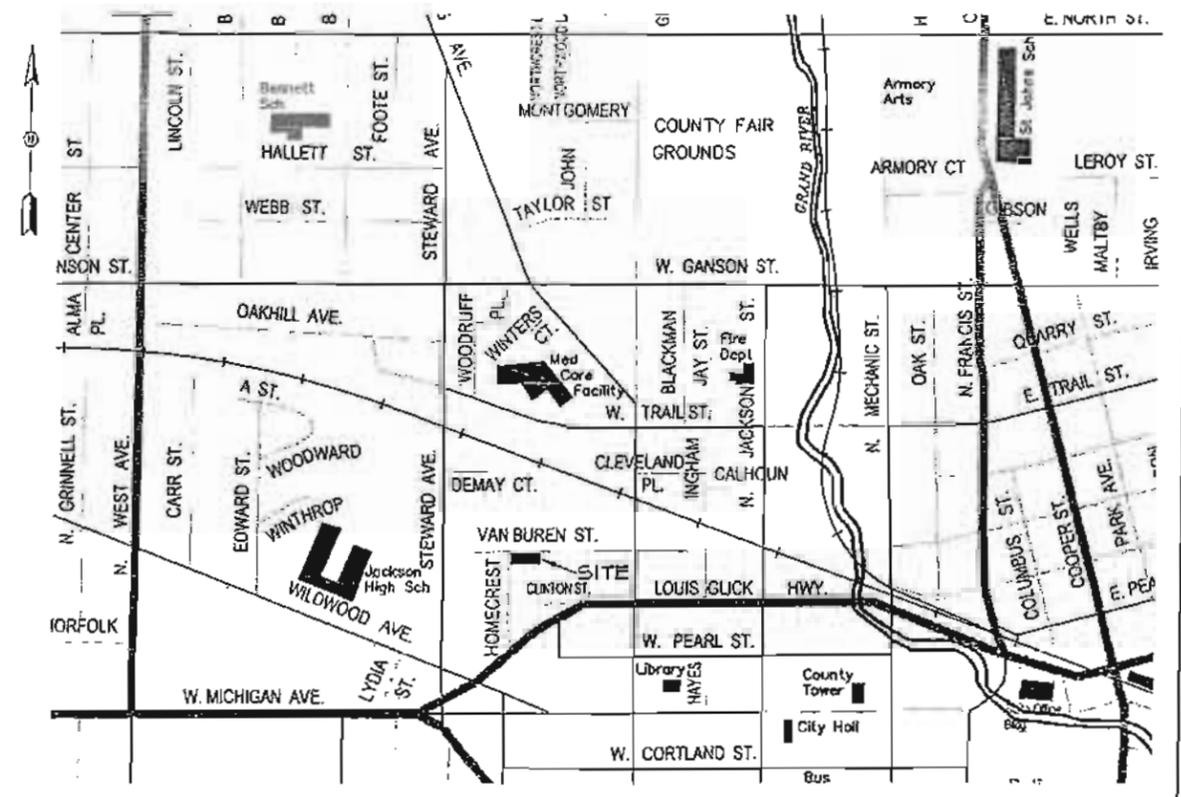
NOTES:
 GLAZING TO BE 1/2" SOLID POLYCARBONATE,
 APPROVED BY: _____
 ROOF TO BE #12 METAL STANDING SEAM W/FP
 ROOF, APPROVED BY: _____
 ALUMINUM FINISH IS DARK BRONZE ANODIZED,
 APPROVED BY: _____
 GRILLWORK FINISH TO BE CHAMPAGNE ANODIZED,
 APPROVED BY: _____
 HALF PANEL DECORATIVE "VICTORIAN" TYPE
 GRILLWORK, APPROVED BY: _____

TYPICAL 3' X 10' SHELTER
 SCALE: NONE

Engineering Services, Inc. Engineers • project managers Michigan	CLIENT JACKSON AREA TRANSPORTATION AUTHORITY 2550 E. HIGH STREET JACKSON, MI 48205	Project JATA BUS SHELTER INSTALLATION 2012 CONSTRUCTION JACKSON, MI			
		GENERAL INFORMATION SHEET	Scale AS NOTED Proj. No 10-6447-004	Drawing Number 6447-C-004	Sheet 0



SITE PLAN
SCALE: 1" = 10'



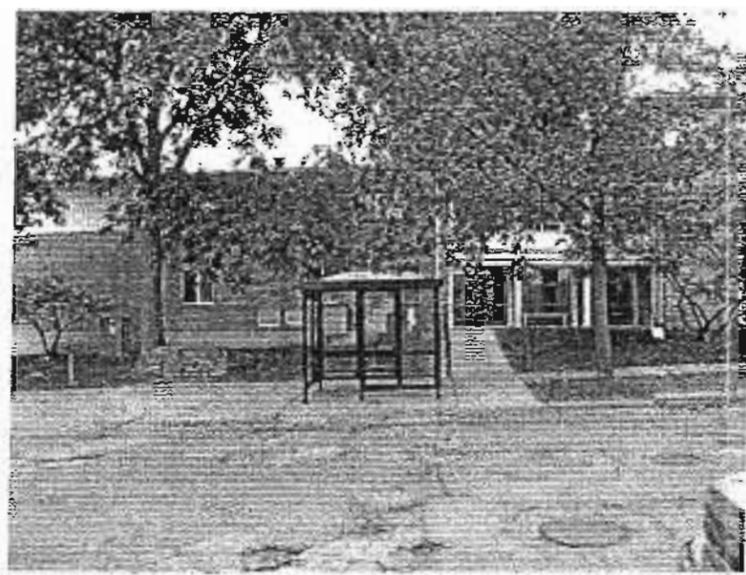
VICINITY MAP
SCALE: NONE

DEMOLITION NOTES:

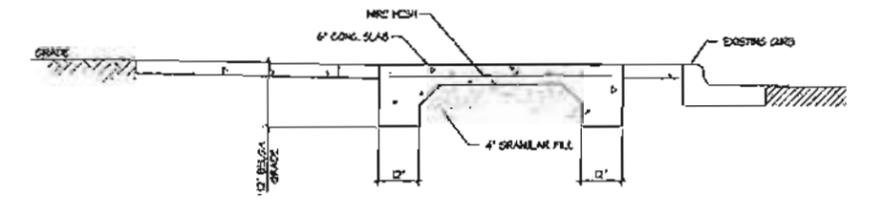
1. REMOVE EXISTING BUS SHELTER AND DEMOLISH PER JATA INSTRUCTION.
2. DEMOLISH AND DEMOLISH AND DEMOLISH OF EXISTING CONCRETE PAD.
3. RESTORE SITE PER CONSTRUCTION NOTE 4.

GENERAL SITE CONSTRUCTION NOTES:

1. CONCRETE
PROPORTIONED AS PER MOST GRADE 37
28 DAY STRENGTH 3500 PSI
5" MINIMUM SLUMP UNLESS HATCHER ADVISES OTHERWISE ARE USED
ARE OTHERWISE: 3.5 TO 2.8
2. SOIL EROSION CONTROL
THE CONTRACTOR SHALL BE RESPONSIBLE FOR MAINTAINING ALL TEMPORARY SOIL EROSION CONTROL MEASURES AND REMOVAL OF SAME UPON APPROVED COMPLETION OF PROJECT. COMPLETION OF PROJECT WILL NOT BE AUTHORIZED UNTIL ALL SITE MARK, ROAD MARK AND UTILITY CONSTRUCTION IS COMPLETE AND ALL SOILS ARE STABILIZED.
3. SHELTER INSTALLATION
DETECT STRUCTURE PER MANUFACTURER'S SPECIFICATION.
4. RESTORATION OF THE SITE
ALL EXCAVATION SHALL BE DONE WITH CAUTION TO AVOID ANY DAMAGE TO UNDERGROUND UTILITIES.
RESTORATION OF ALL DISTURBED AREAS, INCLUDING PLACEMENT OF TOPSOIL, SEED, FERTILIZER AND MULCH AND/OR SOIL SHALL BE DONE WITHIN 15 DAYS OF THE COMPLETION OF FINAL GRADE.



NEW 5' X 10' SHELTER TO REPLACE EXISTING SHELTER



SECTION A-A
SCALE: 1" = 2'

Drawing No		Reference Drawings		Rev	Date	Description	By	App	Dr	Des	Design	Check	Draw	Scale	Project	Sheet	Rev	
				A	08/13/12	ESKED FOR REVIEW	FMH	SU	FMH	08/13/12	Elite Engineering Services, Inc.			AS NOTED	JACKSON AREA TRANSPORTATION AUTHORITY	13	A	
										Elite Engineering Services, Inc. consultants • design engineers • project managers Jackson, Michigan		CLIENT JACKSON AREA TRANSPORTATION AUTHORITY 2350 E. HIGH STREET JACKSON, MI 49203		Project JATA BUS SHELTER INSTALLATION VANBUREN AT REED MANOR JACKSON, MI				
										CONSTRUCTION PLAN		Scale AS NOTED Proj. No. 40-6447-004		Drawing Number 6447-C-004		Sheet 13		Rev A

REVOCABLE LICENSE

THE CITY OF JACKSON, a Michigan municipal corporation, with offices located at 161 West Michigan Avenue, Jackson, Michigan 49201, hereinafter called "Licensor", in consideration of the terms, conditions and covenants hereinafter set forth, does hereby grant to **The Jackson Area Transportation Authority**, a Michigan Act 196 Transportation Authority, with offices at 2350 East High Street, hereinafter called "Licensee", this REVOCABLE LICENSE, RIGHT and PRIVILEGE to construct and maintain upon the City's **Mason Street** right-of-way adjacent to property described in Attachment A, commonly known as 504 S. Jackson St., Jackson, Michigan, a Passenger Bus Shelter (hereinafter structure@). The design, configuration and location of said structure is more precisely described upon EXHIBIT A, attached hereto and incorporated by reference, to be occupied and used by Licensee on the Licensor's Street right-of-way described above, on the terms, conditions, and covenants hereinafter mentioned.

As consideration for this License, Licensee agrees to the following terms, conditions and covenants:

1. Licensee shall pay Licensor the sum of Twenty Five Dollars (\$25.00).
2. Licensee agrees that in the design, construction, installation and maintenance of the structure, and throughout the term of this License, it will comply with the restrictions set forth herein and with all statutes, rules, ordinances and regulations pertaining to said structure.
3. The design, configuration, location and specifications for installation of the structure shall be approved by the City of Jackson City Engineer in advance of installation of the structure, and, upon installation of the structure, shall not be altered without the express written consent of the City Engineer.
4. Licensee agrees to keep the structure in good repair and condition at all times.
5. Licensee shall assume all liability for and protect, indemnify, and save Licensor, its officers, employees, agents and contractors, harmless from and against all actions, claims,

demands, judgments, losses, expenses of suits or actions, and attorney fees for injury to or death of any person or persons and loss or damage to the property of any person or persons whomsoever, including the parties hereto, arising in connection with or as a direct or indirect result of Licensee's use of its structure or its exercise of this License, except Licensee shall not be required to indemnify Licensor for injury to persons or damage to property caused by the sole negligence of Licensor.

6. This License is granted subject to any lease, easement, license, or other interest in land heretofore granted or reserved, or which may be granted in the future by Licensor with respect to said Licensor's Street right-of-way.

7. Licensee shall secure and maintain in force during the term of this License a policy of Comprehensive Commercial Liability Insurance, acceptable to Licensor, with a minimum general liability limit of \$500,000.00 per occurrence. The policy shall be in the name of Licensee, and shall name the Licensor as additional insured, and shall describe the insured's premises, including the structure as herein above described. The insurer will not cancel this insurance, or change, restrict, or reduce the insurance provided, or change the name of the insureds, without first giving at least ten (10) days written notice to the City of Jackson, City Attorney, 161 West Michigan Avenue, Jackson, Michigan 49201, as evidenced by receipt of certified mail. Licensee shall provide evidence of the existence of such insurance to Licensor's City Attorney prior to Licensor's execution of this License.

8. Upon the sale, conveyance, lease or transfer of Licensee's property referenced above, this License shall become null and void and Licensee shall, at its sole cost and expense, fully remove the structure and all materials, improvements, structures, or appurtenances pertaining thereto.

9. This License may be revoked at any time, with or without cause, by Licensor, upon thirty (30) days written notice to the Licensee.

10. Licensee, upon revocation of this License, shall, at its sole cost and expense, fully remove the structure and all materials, improvements, structures, or appurtenances pertaining thereto within thirty (30) days of the date of mailing of a Notice of Revocation.

11. If Licensee fails to comply with a Notice of Revocation, Licensor shall take any and all action necessary to remove the structure, which shall be deemed to constitute a nuisance. Licensee shall be invoiced for all removal costs incurred by Licensor. If Licensee fails to satisfy the invoice within the time prescribed on the invoice, the Jackson City Council may cause such removal costs to be levied and assessed as a special assessment upon Licensee's property as provided by the City Charter and the Jackson City Code of Ordinances, and/or Licensor may bring suit against Licensee to recover such costs.

12. All notices given pursuant to this License shall be considered mailed when placed in the United States mail, certified mail, return receipt requested, properly addressed to the parties at the addresses herein set forth, with postage thereon fully paid.

13. This Revocable License is a personal license, and shall not be assigned by Licensee.

The parties hereby have executed or caused this instrument to be executed by their duly authorized representatives, as of the ____ day of _____, _____.

LICENSOR:
CITY OF JACKSON, a

Michigan municipal corporation

By _____
Martin J. Griffin, Mayor

By _____
Lynn Fessel, City Clerk

STATE OF MICHIGAN, COUNTY OF JACKSON, SS:

Subscribed and sworn to before me, this ____ day of _____, _____, by Martin J. Griffin and Lynn Fessel, the Mayor and City Clerk of the City of Jackson, a Michigan municipal corporation, on behalf of the corporation.

Notary Public
Jackson County, Michigan
My Comm. Exp.: _____

Acknowledged and Agreed

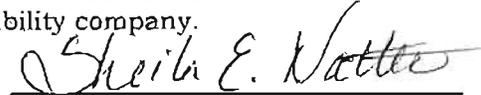
LICENSEE:


By _____
Cameron McCollum
(type name here)

Its _____
General Manager

STATE OF MICHIGAN, COUNTY OF JACKSON, SS:

Subscribed and sworn to before me this 12th day of June, 2013, by Cameron McCollum, the General Manager of Jackson Area Transportation Authority on behalf of the sole proprietorship/partnership/corporation/limited liability company.



Notary Public
Jackson County, Michigan
My Comm. Exp.: 11/27/2014

Drafted by:
Julius A. Giglio (P32022)
City Attorney
161 West Michigan Avenue
Jackson, Michigan 49201
(517) 788-4050

When recorded return to:
City Attorney's Office
161 West Michigan Avenue
Jackson, Michigan 49201

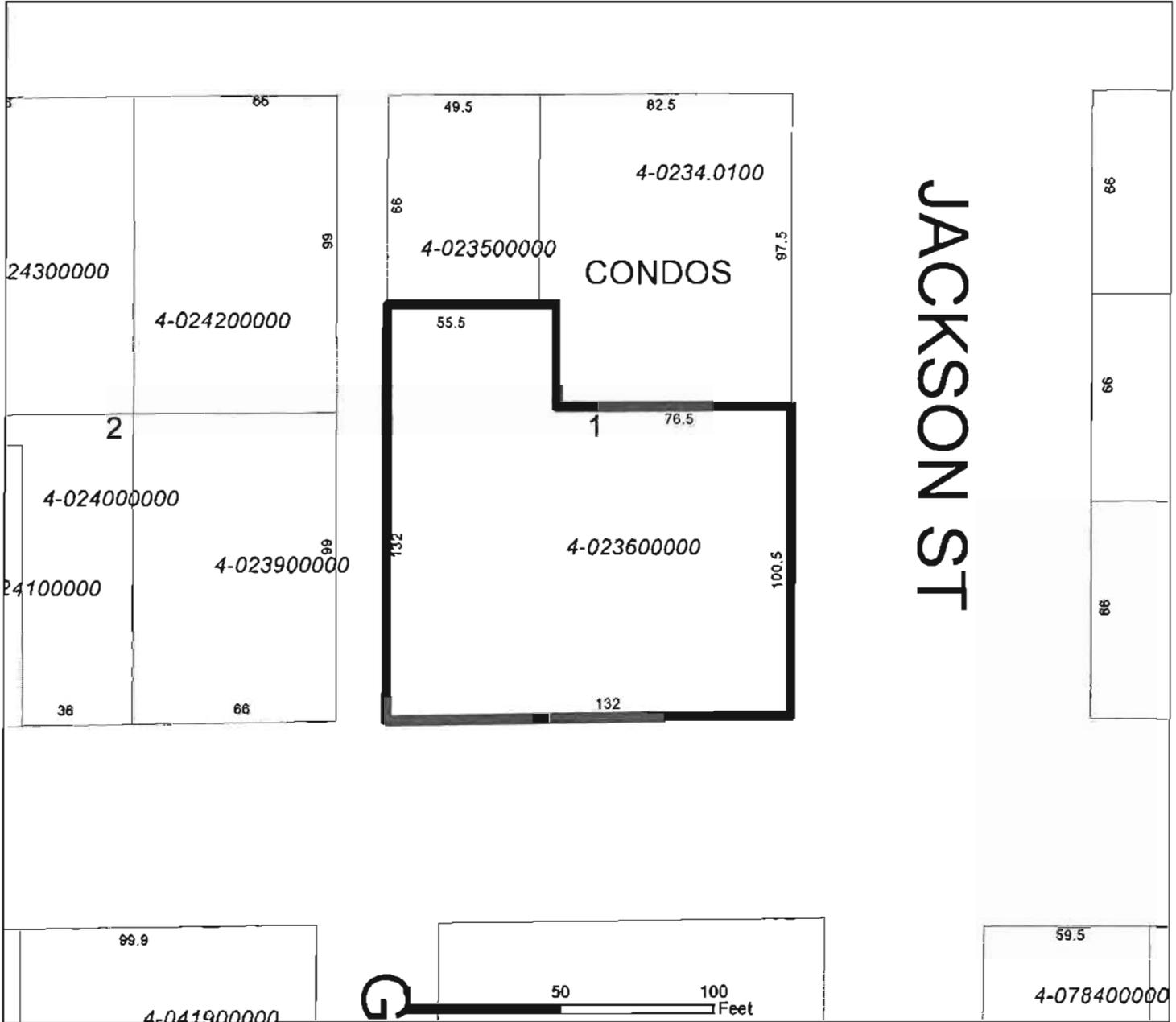
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A.H. A

PARCEL DATA SHEET - PARCEL ID:

4-023600000



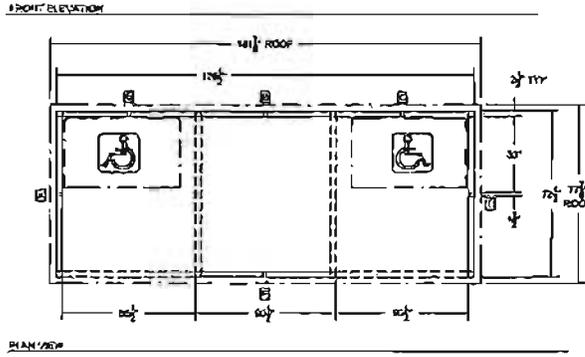
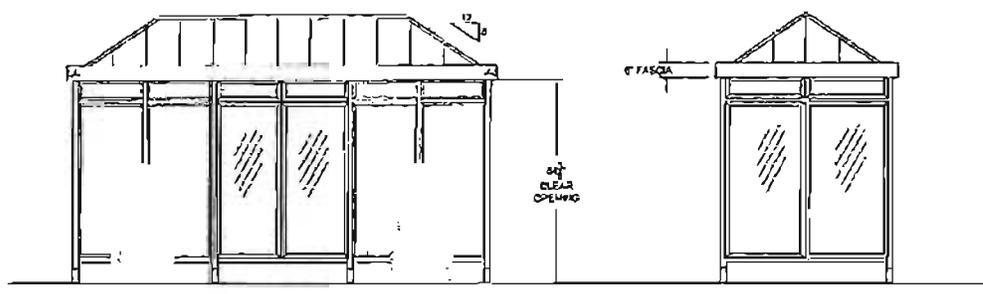
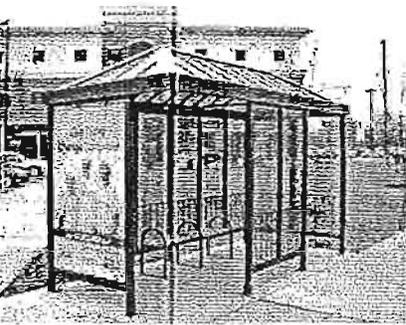
JACKSON ST



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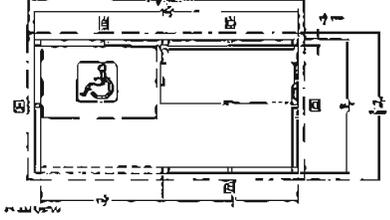
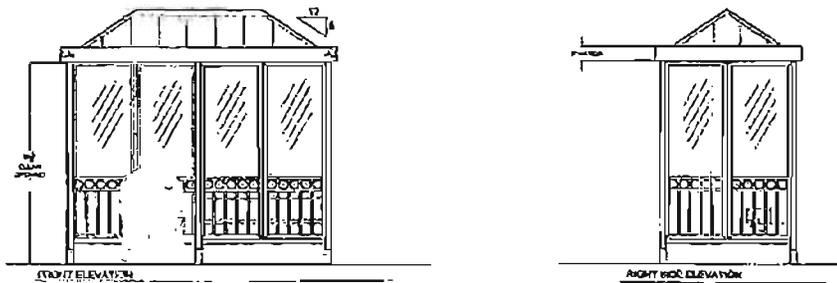
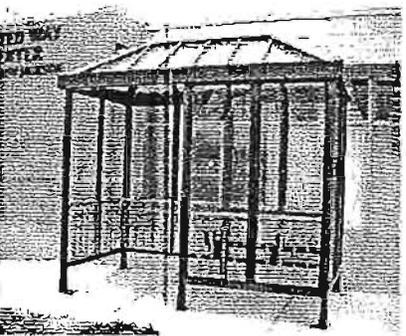
OWNER NAME	PETERSON APARTMENTS	TAXABLE VALUE	2010	2011	2012
OWNER ADDRESS	2010 CORP RIDGE STE 1000 MC LEAN VA 22102	ASSESSED VALUE	252,393	248,600	255,312
HOMESTEAD	N/A	LEGAL DESCRIPTION	0237, 0238 S 100.5 FT OF LOT 1 ALSO S 31.5 FT OF N 97.5 FT OF W 55.5 FT OF LOT 1 B5S R1W THE ORIGINAL PLAT OF THE VILLAGE OF JACKSONBURG		
PARCEL ADDRESS	504 S JACKSON ST JACKSON MI 49203	PROPERTY CLASS	201 - COMMERCIAL		
STATUS	Active	ACREAGE	0.37 Acres		
GOV'T UNIT	City of Jackson	TAX UNIT	City of Jackson		
SCHOOL DISTRICT	JACKSON PUBLIC SCHOOL	LIBER/PAGE	N/A		

Exhibit-A



NOTES:
 GLAZING TO BE 1/2" SOLID POLYCARBONATE;
 APPROVED BY: _____
 6" GLAZED TRANSOM TYPICAL ON ALL 4 WALLS;
 APPROVED BY: _____
 ROOF TO BE R12 METAL STANDING SEAM IMP
 ROOF; APPROVED BY: _____
 ALUMINUM FINISH IS DARK BRONZE ANODIZED;
 APPROVED BY: _____

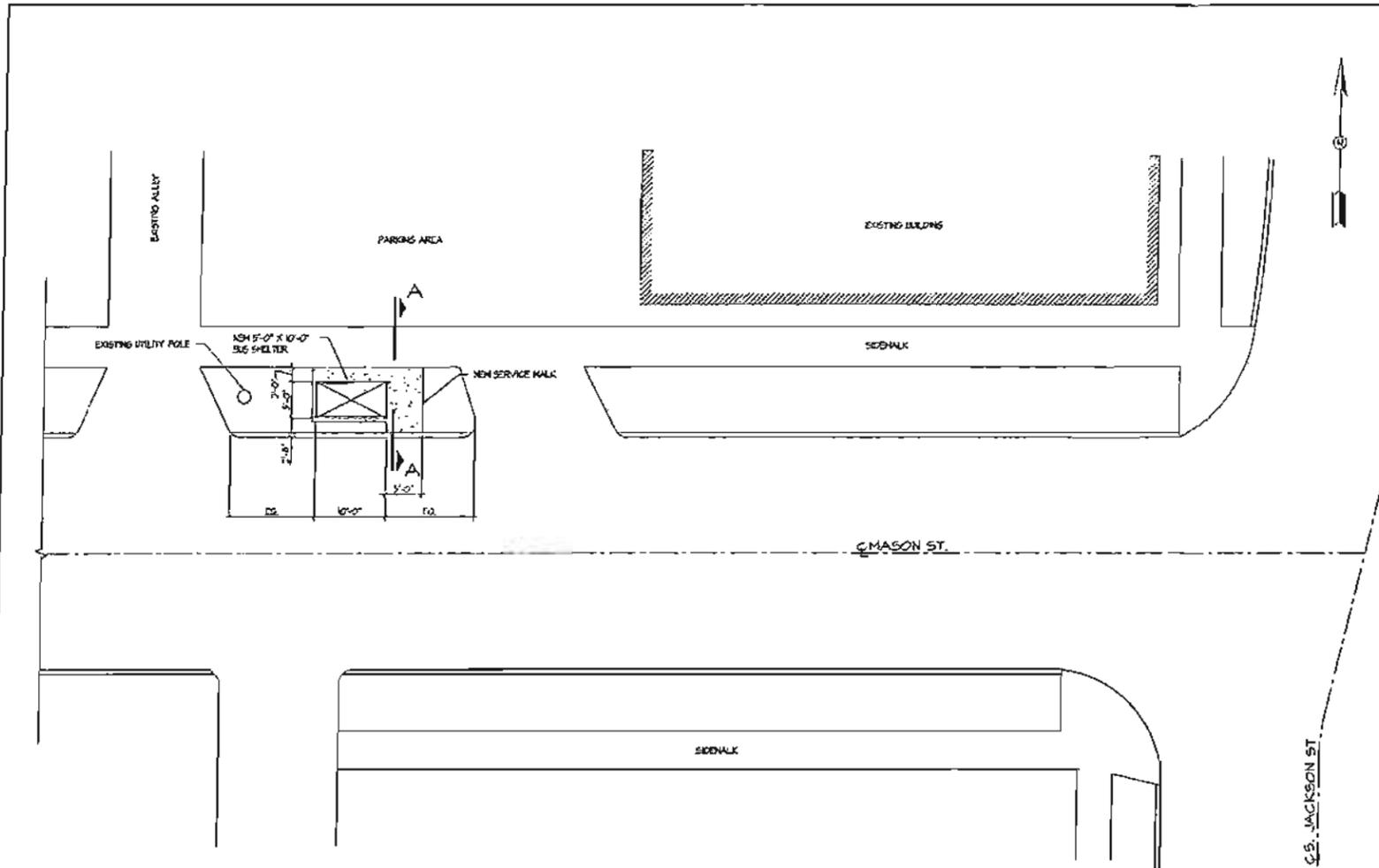
TYPICAL 6' X 15' SHELTER
 SCALE: NONE



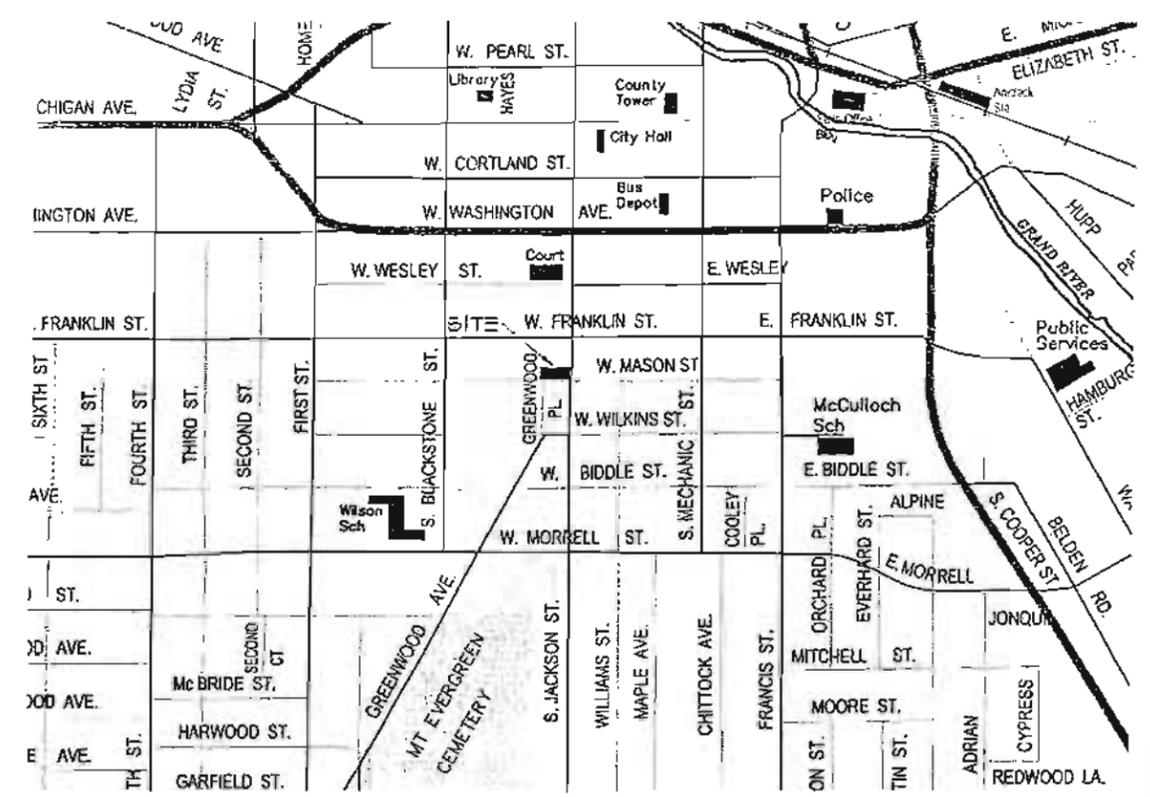
NOTES:
 GLAZING TO BE 1/2" SOLID POLYCARBONATE;
 APPROVED BY: _____
 ROOF TO BE R12 METAL STANDING SEAM IMP
 ROOF; APPROVED BY: _____
 ALUMINUM FINISH IS DARK BRONZE ANODIZED;
 APPROVED BY: _____
 GRILLWORK TYPICAL TO BE CHAMPAGNE ANODIZED;
 APPROVED BY: _____
 HALF PANEL DECORATIVE "VICTORIAN" TYPE
 GRILLWORK; APPROVED BY: _____

TYPICAL 5' X 10' SHELTER
 SCALE: NONE

Consulting Services, Inc. engineers & project managers Jackson, Michigan	CLIENT JACKSON AREA TRANSPORTATION AUTHORITY 2550 E. FISH STREET JACKSON, MI 48203	Project JATA BUS SHELTER INSTALLATION 2012 CONSTRUCTION JACKSON, MI			
	GENERAL INFORMATION SHEET	Scale AS NOTED Proj. No. 40-6447-004	Drawing Number 6447-C-004	Sheet 0	Rev A



SITE PLAN
SCALE: 1" = 10'



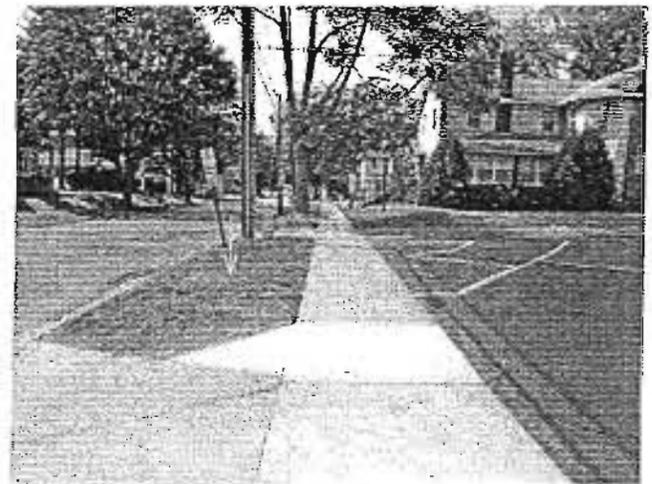
VICINITY MAP
SCALE: NONE

DEMOLITION NOTES:

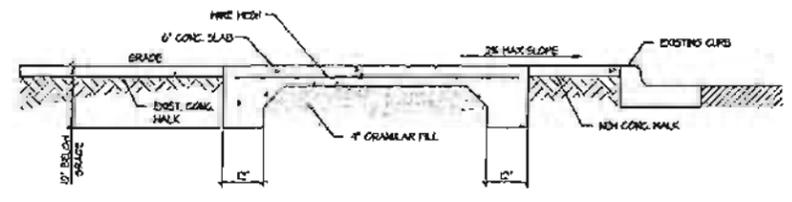
1. REMOVE EXISTING BUS SHELTER AND DISPOSE OF PER JATA INSTRUCTION.
2. DEMOLISH AND DISPOSE OF EXISTING CONCRETE PAD.
3. RESTORE SITE FOR CONSTRUCTION NOTE 1.

GENERAL SITE CONSTRUCTION NOTES:

1. CONCRETE
PRECAST/PREFABRICATED AS PER MDOT GRADE 52
28 DAY STRENGTH: 5500 PSI
5" HAVENBY SLUMP UNLESS WATER REDUCING ADJUNCTIVES ARE USED
AIR ENTRAINMENT: 5.3 TO 6%
2. SOIL EROSION CONTROL
THE CONTRACTOR SHALL BE RESPONSIBLE FOR MAINTAINING ALL TEMPORARY SOIL EROSION CONTROL MEASURES AND REMOVAL OF SAME UPON AUTHORIZED COMPLETION OF PROJECT.
COMPLETION OF PROJECT WILL NOT BE AUTHORIZED UNTIL ALL SITE WORK, ROAD WORK AND UTILITY CONSTRUCTION IS COMPLETE AND ALL SOILS ARE STABILIZED.
3. SHELTER INSTALLATION
ERECT STRUCTURE PER MANUFACTURERS SPECIFICATION.
4. RESTORATION OF THE SITE
ALL EXCAVATION SHALL BE DONE WITH CAUTION TO AVOID ANY DAMAGE TO UNDERGROUND UTILITIES.
RESTORATION OF ALL DISTURBED AREAS, INCLUDING FLASHOFF OF TOPSOIL, SEED, FERTILIZER AND MULCH AROUND SOD SHALL BE DONE WITHIN 10 DAYS OF THE COMPLETION OF FINAL GRADE.



NEW 5' X 10' SHELTER AT LOCATION OF EXISTING BUS STOP



SECTION A-A
SCALE: 1" = 2'

Drawing No		Reference Drawings		Rev	Date	Description	By	App	Dr	Date	Scale	CLIENT	Project
				A	08/14/12	ISSUED FOR REVIEW	PHH	IKJ	PHH	08/13/12		JACKSON AREA TRANSPORTATION AUTHORITY	JATA BUS SHELTER INSTALLATION PETERSON APARTMENTS JACKSON, MI
												2550 E. HIGH STREET JACKSON, MI 48205	JACKSON, MI
												CONSTRUCTION PLAN	Scale: AS NOTED Proj. No. 40-6447-004
													Drawing Number: 6447-C-004
													Sheet: 5
													Rev: A

Elite Engineering Services, Inc.
consultants • design engineers • project managers
Jackson, Michigan

REVOCABLE LICENSE

THE CITY OF JACKSON, a Michigan municipal corporation, with offices located at 161 West Michigan Avenue, Jackson, Michigan 49201, hereinafter called "Licensor", in consideration of the terms, conditions and covenants hereinafter set forth, does hereby grant to **The Jackson Area Transportation Authority**, a Michigan Act 196 Transportation Authority, with offices at 2350 East High Street, hereinafter called "Licensee", this REVOCABLE LICENSE, RIGHT and PRIVILEGE to construct and maintain upon the City's **Fourth Street** right-of-way adjacent to property described in Attachment A, commonly known as 2400 Fourth St. Jackson, MI. 49203, a Passenger Bus Shelter (hereinafter structure@). The design, configuration and location of said structure is more precisely described upon EXHIBIT A, attached hereto and incorporated by reference, to be occupied and used by Licensee on the Licensor's Street right-of-way described above, on the terms, conditions, and covenants hereinafter mentioned.

As consideration for this License, Licensee agrees to the following terms, conditions and covenants:

1. Licensee shall pay Licensor the sum of Twenty Five Dollars (\$25.00).
2. Licensee agrees that in the design, construction, installation and maintenance of the structure, and throughout the term of this License, it will comply with the restrictions set forth herein and with all statutes, rules, ordinances and regulations pertaining to said structure.
3. The design, configuration, location and specifications for installation of the structure shall be approved by the City of Jackson City Engineer in advance of installation of the structure, and, upon installation of the structure, shall not be altered without the express written consent of the City Engineer.
4. Licensee agrees to keep the structure in good repair and condition at all times.
5. Licensee shall assume all liability for and protect, indemnify, and save Licensor, its officers, employees, agents and contractors, harmless from and against all actions, claims,

demands, judgments, losses, expenses of suits or actions, and attorney fees for injury to or death of any person or persons and loss or damage to the property of any person or persons whomsoever, including the parties hereto, arising in connection with or as a direct or indirect result of Licensee's use of its structure or its exercise of this License, except Licensee shall not be required to indemnify Licensor for injury to persons or damage to property caused by the sole negligence of Licensor.

6. This License is granted subject to any lease, easement, license, or other interest in land heretofore granted or reserved, or which may be granted in the future by Licensor with respect to said Licensor's Street right-of-way.

7. Licensee shall secure and maintain in force during the term of this License a policy of Comprehensive Commercial Liability Insurance, acceptable to Licensor, with a minimum general liability limit of \$500,000.00 per occurrence. The policy shall be in the name of Licensee, and shall name the Licensor as additional insured, and shall describe the insured's premises, including the structure as herein above described. The insurer will not cancel this insurance, or change, restrict, or reduce the insurance provided, or change the name of the insureds, without first giving at least ten (10) days written notice to the City of Jackson, City Attorney, 161 West Michigan Avenue, Jackson, Michigan 49201, as evidenced by receipt of certified mail. Licensee shall provide evidence of the existence of such insurance to Licensor's City Attorney prior to Licensor's execution of this License.

8. Upon the sale, conveyance, lease or transfer of Licensee's property referenced above, this License shall become null and void and Licensee shall, at its sole cost and expense, fully remove the structure and all materials, improvements, structures, or appurtenances pertaining thereto.

9. This License may be revoked at any time, with or without cause, by Licensor, upon thirty (30) days written notice to the Licensee.

10. Licensee, upon revocation of this License, shall, at its sole cost and expense, fully remove the structure and all materials, improvements, structures, or appurtenances pertaining thereto within thirty (30) days of the date of mailing of a Notice of Revocation.

11. If Licensee fails to comply with a Notice of Revocation, Licensor shall take any and all action necessary to remove the structure, which shall be deemed to constitute a nuisance. Licensee shall be invoiced for all removal costs incurred by Licensor. If Licensee fails to satisfy the invoice within the time prescribed on the invoice, the Jackson City Council may cause such removal costs to be levied and assessed as a special assessment upon Licensee's property as provided by the City Charter and the Jackson City Code of Ordinances, and/or Licensor may bring suit against Licensee to recover such costs.

12. All notices given pursuant to this License shall be considered mailed when placed in the United States mail, certified mail, return receipt requested, properly addressed to the parties at the addresses herein set forth, with postage thereon fully paid.

13. This Revocable License is a personal license, and shall not be assigned by Licensee.

The parties hereby have executed or caused this instrument to be executed by their duly authorized representatives, as of the ____ day of _____, _____.

LICENSOR:
CITY OF JACKSON, a

Michigan municipal corporation

By _____
Martin J. Griffin, Mayor

By _____
Lynn Fessel, City Clerk

STATE OF MICHIGAN, COUNTY OF JACKSON, SS:

Subscribed and sworn to before me, this ____ day of _____, _____, by Martin J. Griffin and Lynn Fessel, the Mayor and City Clerk of the City of Jackson, a Michigan municipal corporation, on behalf of the corporation.

Notary Public
Jackson County, Michigan
My Comm. Exp.: _____

Acknowledged and Agreed

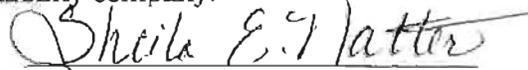
~~LICENSEE~~


By _____
Cameron McCollum
(type name here)

Its _____
General Manager

STATE OF MICHIGAN, COUNTY OF JACKSON, SS:

Subscribed and sworn to before me this 12th day of June, 2013, by Cameron McCollum, the General Manager of Jackson Area Transportation Authority, on behalf of the sole proprietorship/partnership/corporation/limited liability company.


Notary Public
Jackson County, Michigan
My Comm. Exp.: 11/27/2014

Drafted by:
Julius A. Giglio (P32022)
City Attorney
161 West Michigan Avenue
Jackson, Michigan 49201
(517) 788-4050

When recorded return to:
City Attorney's Office
161 West Michigan Avenue
Jackson, Michigan 49201

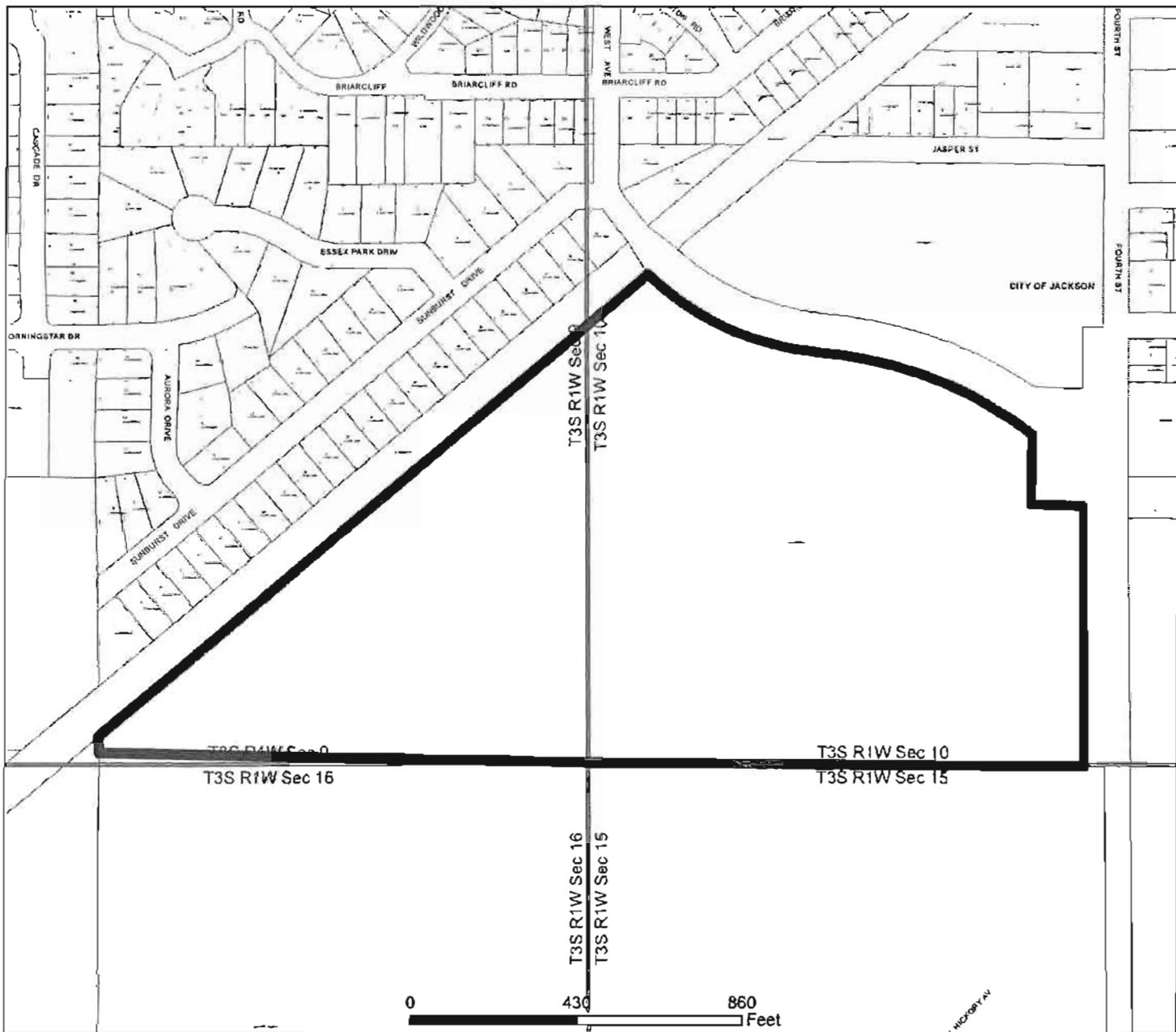
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A H. A

PARCEL DATA SHEET - PARCEL ID:

3-319400000



OWNER NAME JACKSON PUBLIC SCHOOLS
 OWNER ADDRESS 522 WILDWOOD AVE
 JACKSON MI 49201
 HOMESTEAD N/A
 PARCEL ADDRESS 2400 FOURTH ST
 JACKSON MI 49203
 PROPERTY CLASS 704 - SCHOOLS
 STATUS Active
 ACREAGE 0.0 Acres
 GOV'T UNIT City of Jackson
 TAX UNIT City of Jackson
 SCHOOL DISTRICT JACKSON PUBLIC SCHOOL
 LIBER/PAGE N/A

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	2010	2011	2012
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ASSESSED VALUE	0	0	0

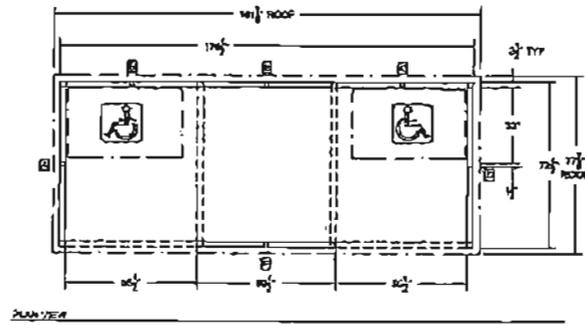
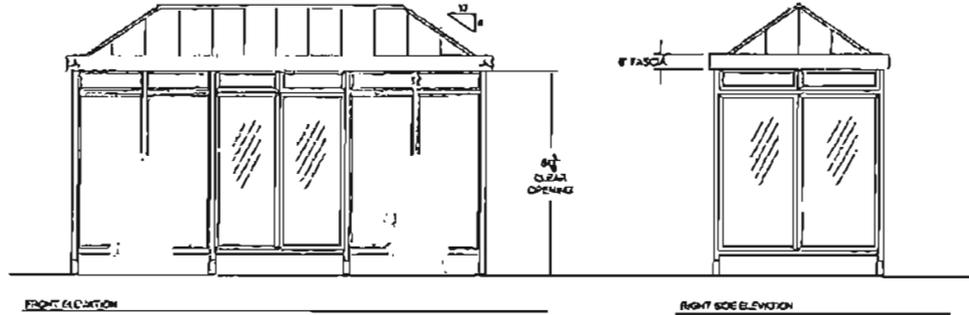
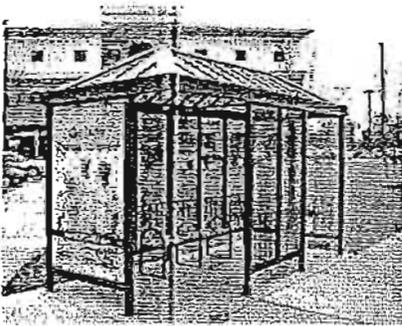
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 BEG ON W LN OF FOURTH ST 2,067.5 FT S OF
 E/W 1/4 LN OF SEC 10 T3S R1W TH W AT R/A
 TO A PT 276 FT W OF W LN OF FOURTH ST TH
 N PARA TO FOURTH ST 462 FT TH W PARA TO
 E/W 1/4 LN TO SLY LN OF RR R/W TH SWLY
 ALG SLY LN OF RR R/W TO W LN OF E 1/2 OF
 SE 1/4 SEC 9 TH S ALG 1/4 LN TO S LN OF
 SEC 9 TH E ALG S LN OF SEC 9 & 10 TO POB
 EX THAT PART USED FOR STREET PURPOSES
 (FOURTH ST) SEC 9 & 10 T3S R1W



This generated map is provided to allow easy access and visual display of governmental information and services, as well as to information from other sources. Every reasonable effort has been made to ensure the accuracy of the maps and data provided; nevertheless, some information may not be accurate. The burden of determining the accuracy, timeliness, completeness, merchantability, and fitness or appropriateness of use rests solely on you, the user.

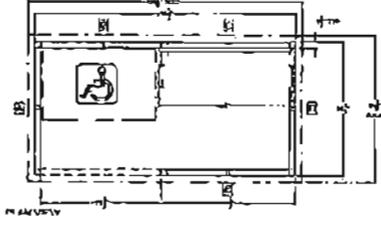
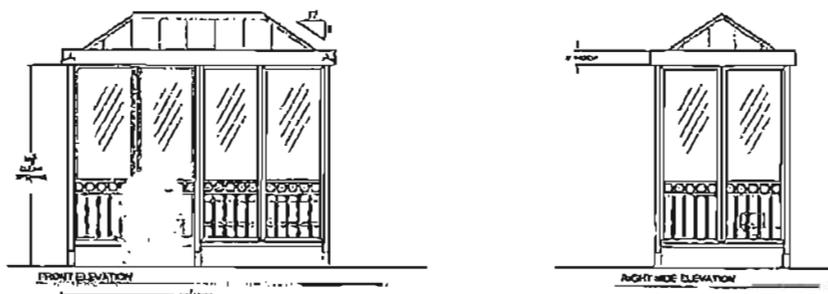
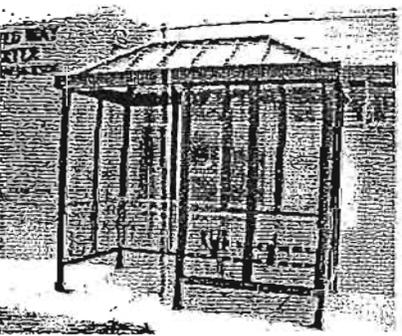


Exhibit-A



NOTES:
 -GLAZING TO BE 1/2" SOLID POLYCARBONATE;
 APPROVED BY: _____
 -IF GLAZED TRANSOM TYPICAL ON ALL 4 WALLS;
 APPROVED BY: _____
 -ROOF TO BE #12 METAL STANDING SEAM #18
 ROOF; APPROVED BY: _____
 -ALUMINUM FINISH TO BE DARK BRONZE ANODIZED;
 APPROVED BY: _____

TYPICAL 6' X 15' SHELTER
 SCALE: NONE



NOTES:
 -GLAZING TO BE 1/2" SOLID POLYCARBONATE;
 APPROVED BY: _____
 -ROOF TO BE #12 METAL STANDING SEAM #18
 ROOF; APPROVED BY: _____
 -ALUMINUM FINISH IS DARK BRONZE ANODIZED;
 APPROVED BY: _____
 -GRILLWORK FINISH TO BE CHAMPAGNE ANODIZED;
 APPROVED BY: _____
 -HALF PANEL DECORATIVE VICTORIAN TYPE
 GRILLWORK APPROVED BY: _____

TYPICAL 5' X 10' SHELTER
 SCALE: NONE

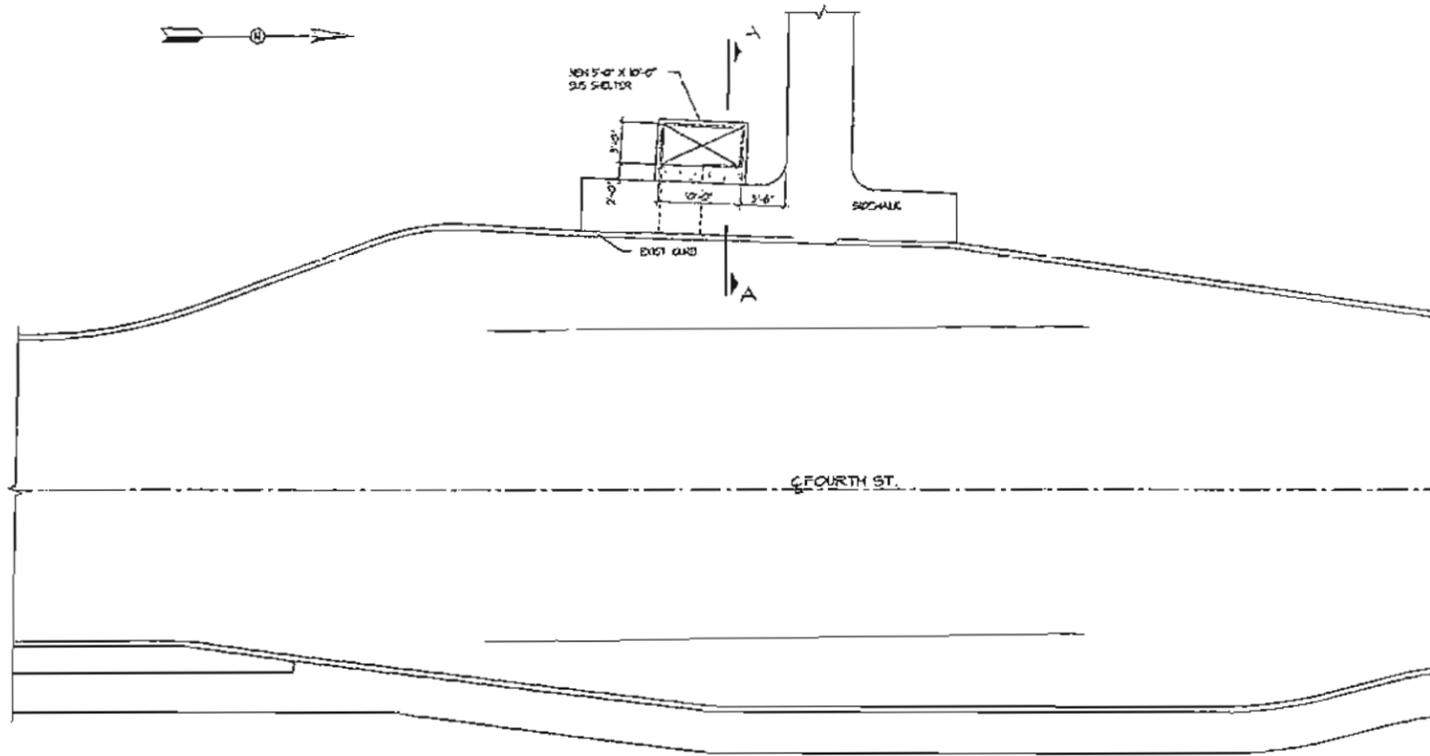
Engineering Services, Inc.
 success • project managers
 Michigan

CLIENT
 JACKSON AREA TRANSPORTATION AUTHORITY
 2550 E. HIGH STREET
 JACKSON, MI 48403

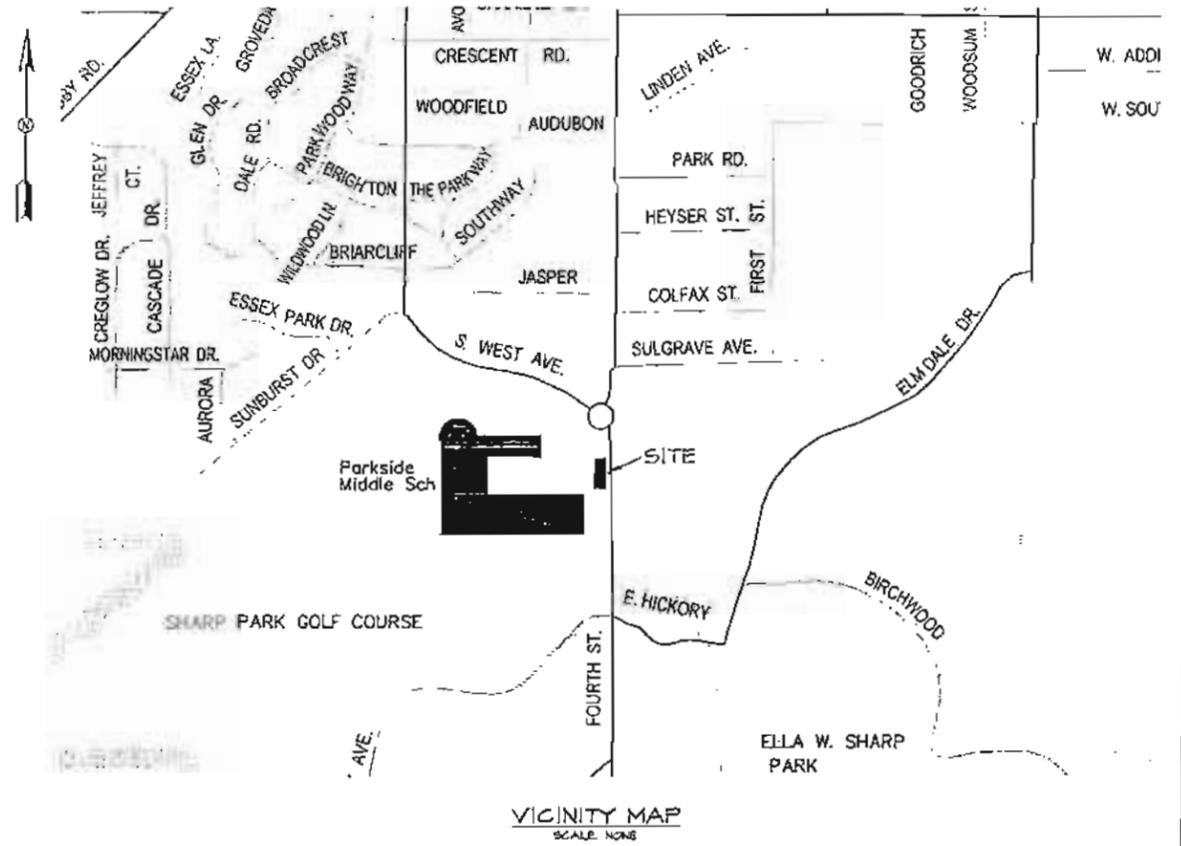
GENERAL INFORMATION SHEET

Project
 JATA BUS SHELTER INSTALLATION
 2012 CONSTRUCTION
 JACKSON, MI

Scale AS NOTED	Drawing Number 6447-C-004	Sheet 0	Rev A
Proj. No 12-6447-004			



SITE PLAN
SCALE: 1" = 10'



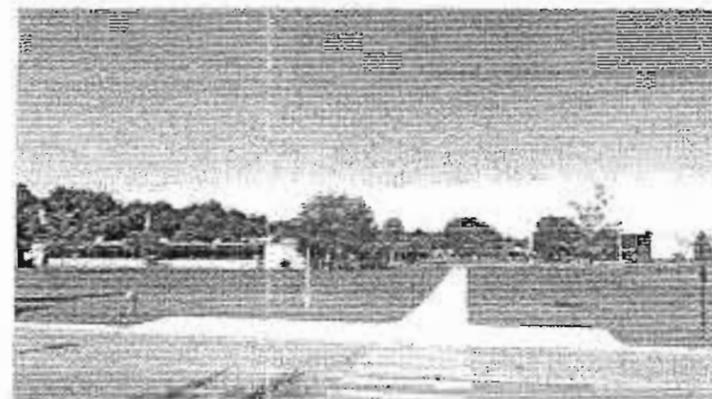
VICINITY MAP
SCALE: NONE

DEMOLITION NOTES:

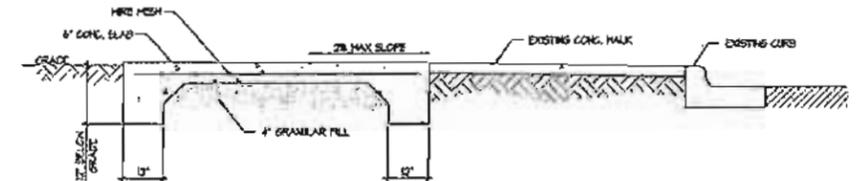
1. REMOVE EXISTING BUS SHELTER AND DISPOSE OF PER JATA INSTRUCTION.
2. DEMOLISH AND DISPOSE OF EXISTING CONCRETE PAD.
3. RESTORE SITE PER CONSTRUCTION NOTE 4.

GENERAL SITE CONSTRUCTION NOTES:

1. CONCRETE:
PROPORTIONED AS PER HOOT GRADE 02
28 DAY STRENGTH 3500 PSI
3" MAXIMUM SLUMP UNLESS WATER REDUCING ADJUTANTS ARE USED
AIR ENTRAINED: .55 TO .6%
2. SOIL EROSION CONTROL:
THE CONTRACTOR SHALL BE RESPONSIBLE FOR MAINTAINING ALL TEMPORARY SOIL EROSION CONTROL MEASURES AND REMOVAL OF SAME UPON AUTHORIZED COMPLETION OF PROJECT.
COMPLETION OF PROJECT SHALL NOT BE AUTHORIZED UNTIL ALL SITE WORK, ROAD WORK AND UTILITY CONSTRUCTION IS COMPLETE AND ALL SOILS ARE STABILIZED.
3. SHELTER INSTALLATION
ERECT STRUCTURE PER MANUFACTURERS SPECIFICATION.
4. RESTORATION OF THE SITE:
ALL EXCAVATION SHALL BE DONE WITH CAREFUL TO AVOID ANY DAMAGE TO UNDERGROUND UTILITIES.
RESTORATION OF ALL DISTURBED AREAS, INCLUDING PLACEMENT OF TOPSOIL, SEED, FERTILIZER AND MULCH AND/OR SOG SHALL BE DONE WITHIN 8 DAYS OF THE COMPLETION OF FINAL GRADE.



NEW 5' X 10' SHELTER AT LOCATION OF PAST SHELTER THAT HAS REMOVED



SECTION A-A
SCALE: 1" = 2'

Drawing No		Reference Drawings		Rev	Date	Description	By	App	Date 06/13/12 Des RLJ App KORA H. JIA, PE (M 40661)	CLIENT JACKSON AREA TRANSPORTATION AUTHORITY 2350 E. HIGH STREET JACKSON, MI 48303	Project JATA BUS SHELTER INSTALLATION PARKSIDE HIGH SCHOOL FOURTH ST., JACKSON, MI	Scale AS NOTED Proj. No. 40-E447-001	Drawing Number 6447-C-004	Sheet 7	Rev A
Elite Engineering Services, Inc. consultants • design engineers • project managers Jackson, Michigan										CONSTRUCTION PLAN					

REVOCABLE LICENSE

THE CITY OF JACKSON, a Michigan municipal corporation, with offices located at 161 West Michigan Avenue, Jackson, Michigan 49201, hereinafter called "Licensor", in consideration of the terms, conditions and covenants hereinafter set forth, does hereby grant to **The Jackson Area Transportation Authority**, a Michigan Act 196 Transportation Authority, with offices at 2350 East High Street, hereinafter called "Licensee", this REVOCABLE LICENSE, RIGHT and PRIVILEGE to construct and maintain upon the City's **Monroe Street** right-of-way adjacent to property described in EXHIBIT A, commonly known as 309 W. Monroe St. Jackson, MI. 49202, a Passenger Bus Shelter (hereinafter structure@). The design, configuration and location of said structure is more precisely described upon EXHIBIT A, attached hereto and incorporated by reference, to be occupied and used by Licensee on the Licensor's Street right-of-way described above, on the terms, conditions, and covenants hereinafter mentioned.

As consideration for this License, Licensee agrees to the following terms, conditions and covenants:

1. Licensee shall pay Licensor the sum of Twenty Five Dollars (\$25.00).
2. Licensee agrees that in the design, construction, installation and maintenance of the structure, and throughout the term of this License, it will comply with the restrictions set forth herein and with all statutes, rules, ordinances and regulations pertaining to said structure.
3. The design, configuration, location and specifications for installation of the structure shall be approved by the City of Jackson City Engineer in advance of installation of the structure, and, upon installation of the structure, shall not be altered without the express written consent of the City Engineer.
4. Licensee agrees to keep the structure in good repair and condition at all times.
5. Licensee shall assume all liability for and protect, indemnify, and save Licensor, its officers, employees, agents and contractors, harmless from and against all actions, claims,

demands, judgments, losses, expenses of suits or actions, and attorney fees for injury to or death of any person or persons and loss or damage to the property of any person or persons whomsoever, including the parties hereto, arising in connection with or as a direct or indirect result of Licensee's use of its structure or its exercise of this License, except Licensee shall not be required to indemnify Licensor for injury to persons or damage to property caused by the sole negligence of Licensor.

6. This License is granted subject to any lease, easement, license, or other interest in land heretofore granted or reserved, or which may be granted in the future by Licensor with respect to said Licensor's Street right-of-way.

7. Licensee shall secure and maintain in force during the term of this License a policy of Comprehensive Commercial Liability Insurance, acceptable to Licensor, with a minimum general liability limit of \$500,000.00 per occurrence. The policy shall be in the name of Licensee, and shall name the Licensor as additional insured, and shall describe the insured's premises, including the structure as herein above described. The insurer will not cancel this insurance, or change, restrict, or reduce the insurance provided, or change the name of the insureds, without first giving at least ten (10) days written notice to the City of Jackson, City Attorney, 161 West Michigan Avenue, Jackson, Michigan 49201, as evidenced by receipt of certified mail. Licensee shall provide evidence of the existence of such insurance to Licensor's City Attorney prior to Licensor's execution of this License.

8. Upon the sale, conveyance, lease or transfer of Licensee's property referenced above, this License shall become null and void and Licensee shall, at its sole cost and expense, fully remove the structure and all materials, improvements, structures, or appurtenances pertaining thereto.

9. This License may be revoked at any time, with or without cause, by Licensor, upon thirty (30) days written notice to the Licensee.

10. Licensee, upon revocation of this License, shall, at its sole cost and expense, fully remove the structure and all materials, improvements, structures, or appurtenances pertaining thereto within thirty (30) days of the date of mailing of a Notice of Revocation.

11. If Licensee fails to comply with a Notice of Revocation, Licensor shall take any and all action necessary to remove the structure, which shall be deemed to constitute a nuisance. Licensee shall be invoiced for all removal costs incurred by Licensor. If Licensee fails to satisfy the invoice within the time prescribed on the invoice, the Jackson City Council may cause such removal costs to be levied and assessed as a special assessment upon Licensee's property as provided by the City Charter and the Jackson City Code of Ordinances, and/or Licensor may bring suit against Licensee to recover such costs.

12. All notices given pursuant to this License shall be considered mailed when placed in the United States mail, certified mail, return receipt requested, properly addressed to the parties at the addresses herein set forth, with postage thereon fully paid.

13. This Revocable License is a personal license, and shall not be assigned by Licensee.

The parties hereby have executed or caused this instrument to be executed by their duly authorized representatives, as of the _____ day of _____, _____.

LICENSOR:
CITY OF JACKSON, a

Michigan municipal corporation

By _____
Martin J. Griffin, Mayor

By _____
Lynn Fessel, City Clerk

STATE OF MICHIGAN, COUNTY OF JACKSON, SS:

Subscribed and sworn to before me, this ____ day of _____, _____, by Martin J. Griffin and Lynn Fessel, the Mayor and City Clerk of the City of Jackson, a Michigan municipal corporation, on behalf of the corporation.

Notary Public
Jackson County, Michigan
My Comm. Exp.: _____

Acknowledged and Agreed

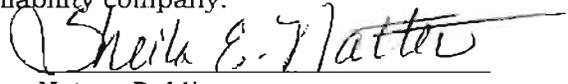
LICENSEE:


By _____
Cameron McCollum
(type name here)

Its _____
General Manager

STATE OF MICHIGAN, COUNTY OF JACKSON, SS:

Subscribed and sworn to before me this 12th day of June, 2013, by Cameron McCollum, the General Manager of Jackson Area Transportation Authority, on behalf of the sole proprietorship/partnership/corporation/limited liability company.



Notary Public
Jackson County, Michigan
My Comm. Exp.: 11/27/2014

Drafted by:
Julius A. Giglio (P32022)
City Attorney
161 West Michigan Avenue
Jackson, Michigan 49201
(517) 788-4050

When recorded return to:
City Attorney's Office
161 West Michigan Avenue
Jackson, Michigan 49201

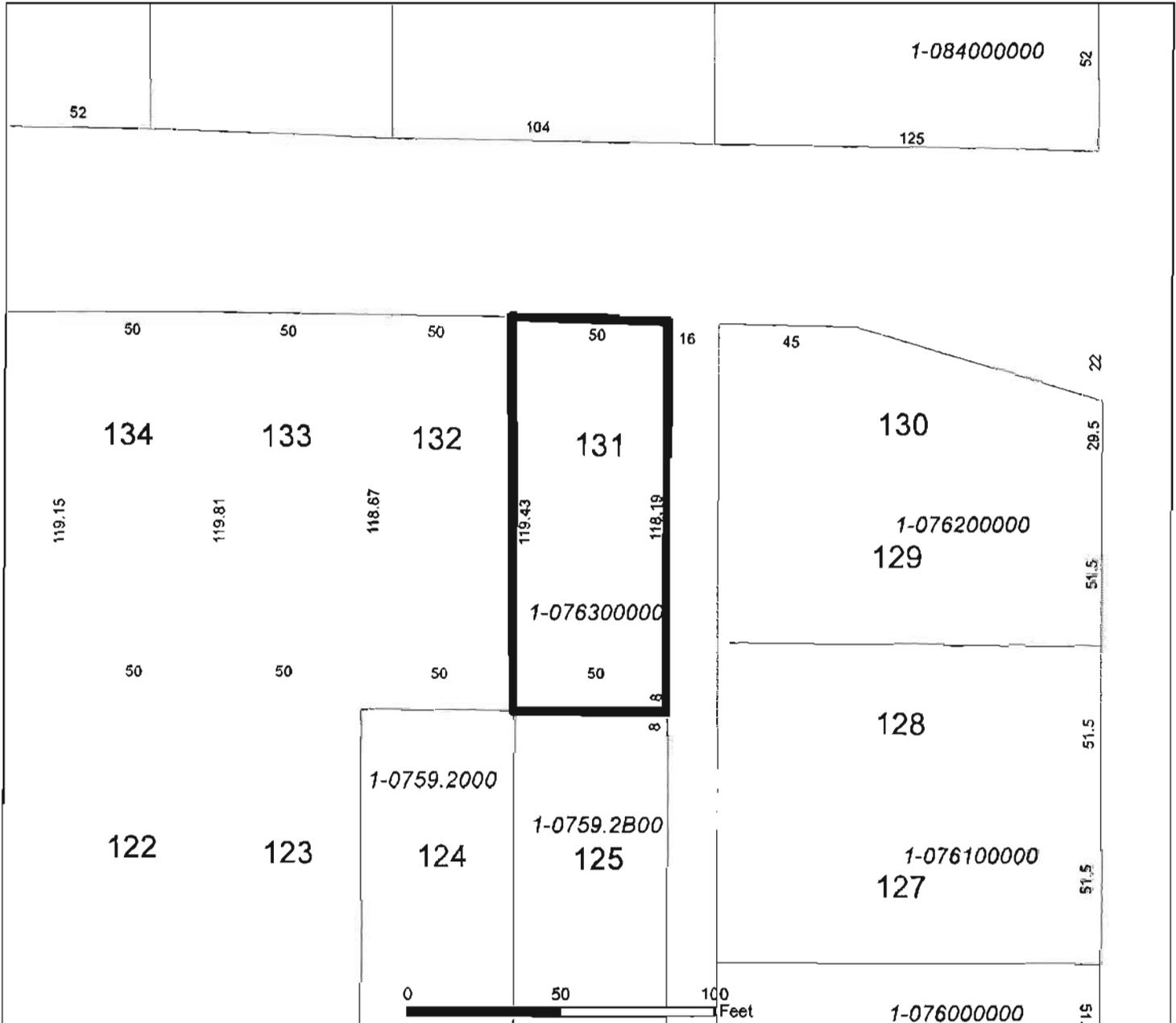
T:\REVOCABLELICENSSES\NEW REV LIC - STRUCTURE.DOC



A.H. A

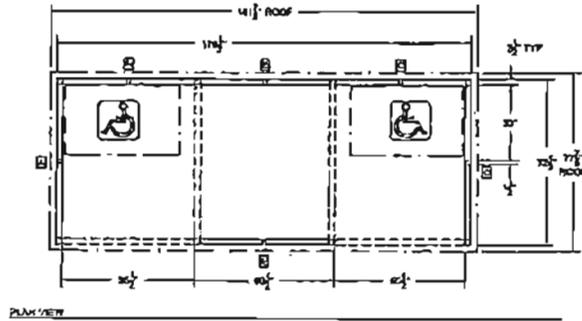
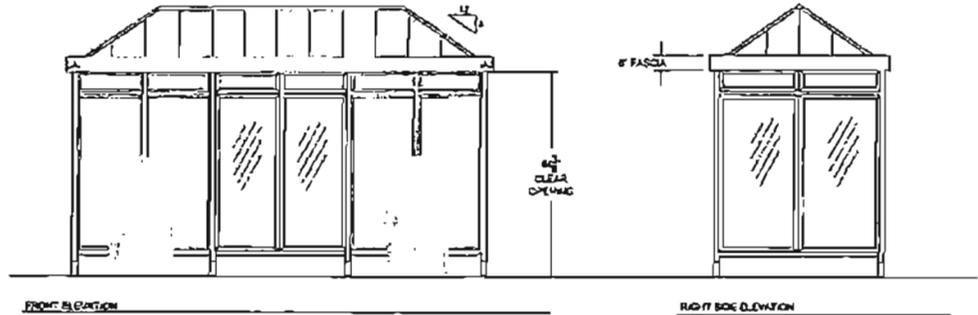
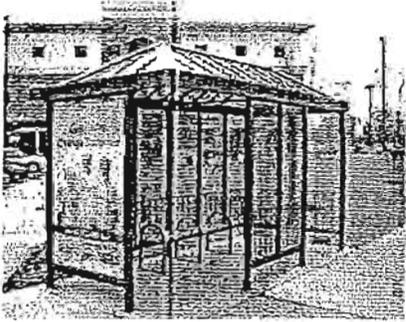
PARCEL DATA SHEET - PARCEL ID:

1-076300000



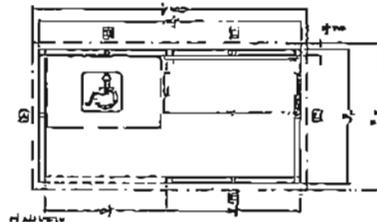
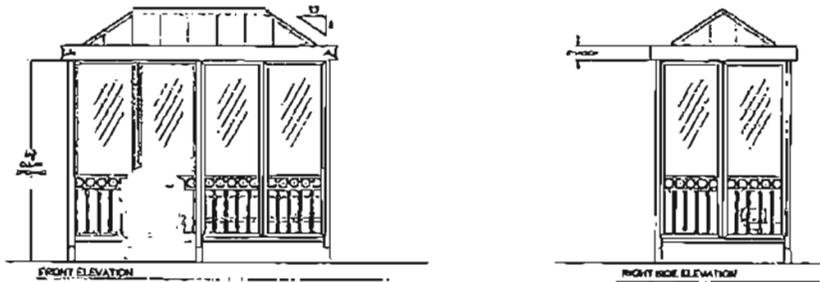
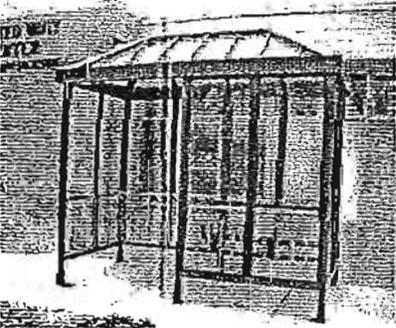
OWNER NAME	GREATER BIBLE WAY TEMPLE	Document Generated 9/21/2012 11:00:18 AM		
OWNER ADDRESS	322 MADISON ST JACKSON MI 49202	2010	2011	2012
HOMESTEAD	N/A	TAXABLE VALUE	0	0
PARCEL ADDRESS	309 W MONROE ST JACKSON MI 49202	ASSESSED VALUE	0	0
PROPERTY CLASS	703 - CHURCHES	LEGAL DESCRIPTION	LOT 131 HILLSIDE SUB DIV	
STATUS	Active			
ACREAGE	0.15 Acres			
GOV'T UNIT	City of Jackson			
TAX UNIT	City of Jackson			
SCHOOL DISTRICT	JACKSON PUBLIC SCHOOL			
LIBER/PAGE	N/A			

Exhibit-A



NOTES:
 GLAZING TO BE 1/2" SOLID POLYCARBONATE
 APPROVED BY: _____
 IF GLAZED TRANSOM TYPICAL ON ALL 4 WALLS
 APPROVED BY: _____
 ROOF TO BE #12 METAL STANDING SEAM HP
 ROOF APPROVED BY: _____
 ALUMINUM FINISH IS DARK BRONZE ANODIZED;
 APPROVED BY: _____

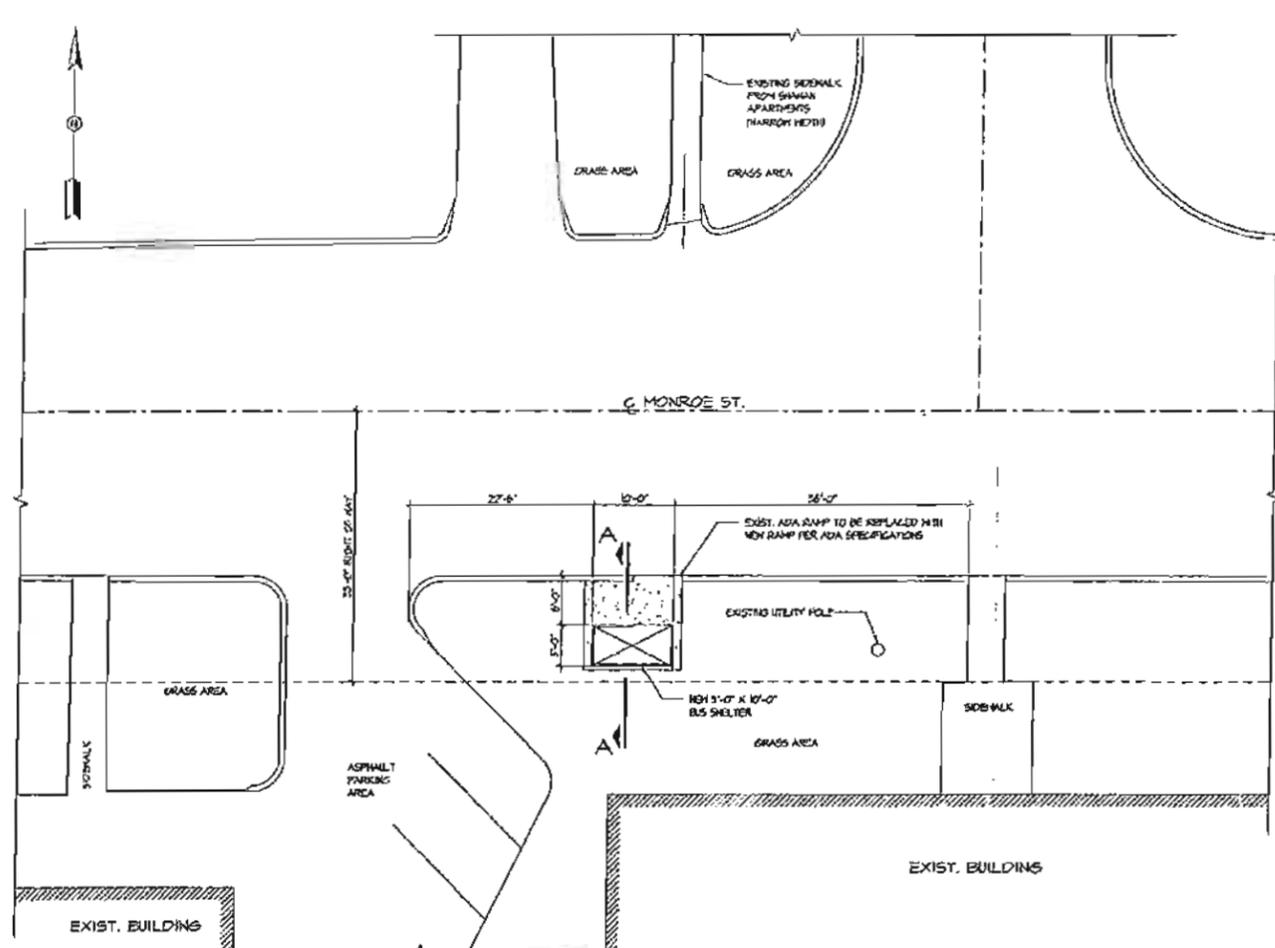
TYPICAL 6' X 15' SHELTER
 SCALE: NONE



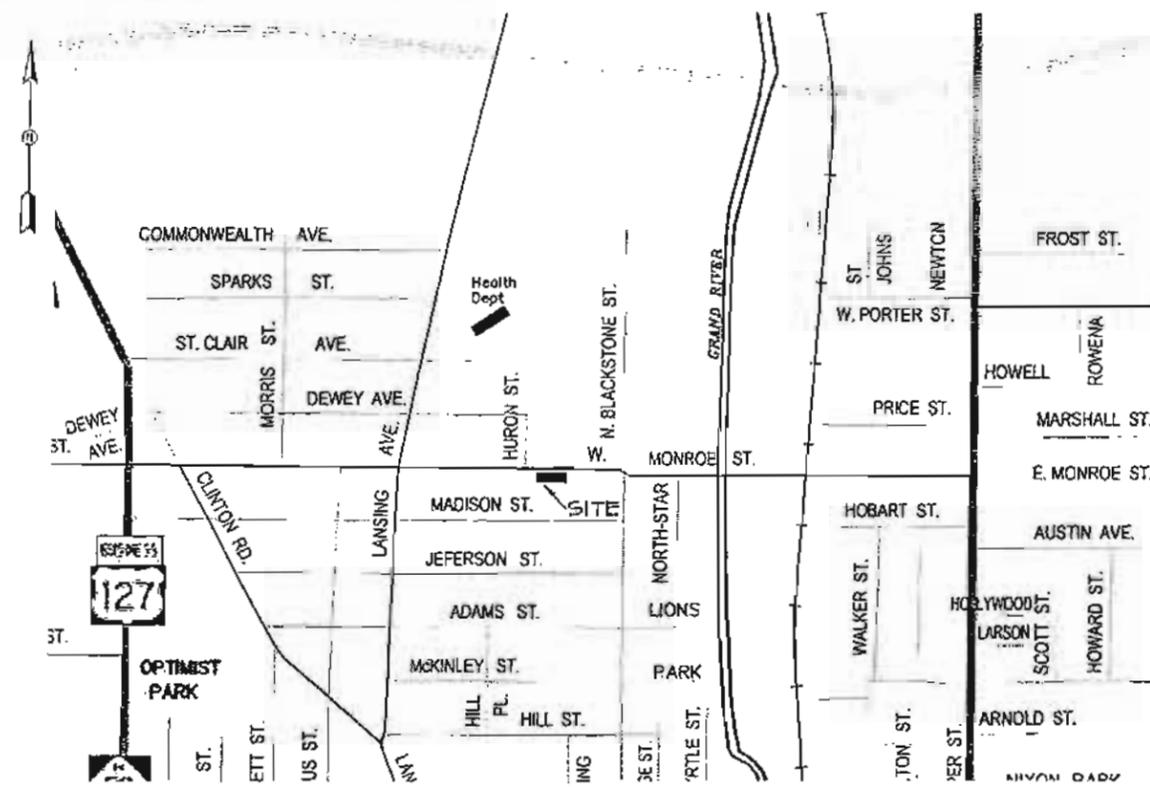
NOTES:
 GLAZING TO BE 1/2" SOLID POLYCARBONATE
 APPROVED BY: _____
 ROOF TO BE #12 METAL STANDING SEAM HP
 ROOF APPROVED BY: _____
 ALUMINUM FINISH IS DARK BRONZE ANODIZED;
 APPROVED BY: _____
 GRILLWORK FINISH IS CHAMPAGNE ANODIZED;
 APPROVED BY: _____
 HALF PANEL DECORATIVE "VICTORIAN" TYPE
 GRILLWORK APPROVED BY: _____

TYPICAL 5' X 10' SHELTER
 SCALE: NONE

Engineering Services, Inc. Sincere • project managers Michigan	CLIENT JACKSON AREA TRANSPORTATION AUTHORITY 2950 E. HIGH STREET JACKSON, MI 49305	Project JATA BUS SHELTER INSTALLATION 2012 CONSTRUCTION JACKSON, MI			
		GENERAL INFORMATION SHEET		Scale AS NOTED Proj. No 10-6447-004	Drawing Number 6447-C-004



SITE PLAN
SCALE: 1" = 10'



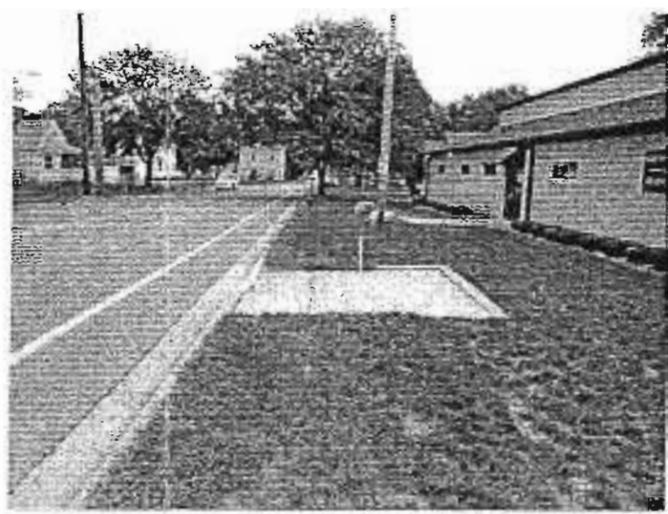
VICINITY MAP
SCALE: NONE

DEMOLITION NOTES:

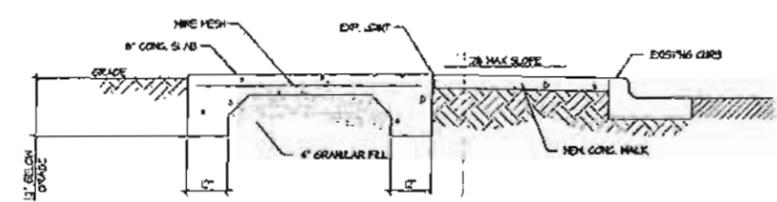
1. REMOVE EXISTING BUS SHELTER AND DEPOSE OF PER JATA INSTRUCTION.
2. DEMOLISH AND DEPOSE OF EXISTING CONCRETE PAD.
3. RESTORE SITE PER CONSTRUCTION NOTE 4.

GENERAL SITE CONSTRUCTION NOTES:

1. CONCRETE: PROPORTIONED AS PER MEET GRADE 52 28 DAY STRENGTH 3800 PSI 5" THICKNESS SLAB UNLESS WATER REDUCING ADMIXTURES ARE USED AIR ENTRAINMENT: .55 TO .68
2. SOIL EROSION CONTROL: THE CONTRACTOR SHALL BE RESPONSIBLE FOR MAINTAINING ALL TEMPORARY SOIL EROSION CONTROL MEASURES AND REMOVAL OF SAME UPON AUTHORIZED COMPLETION OF PROJECT. COMPLETION OF PROJECT SHALL NOT BE AUTHORIZED UNTIL ALL SITE WORK, ROAD WORK AND UTILITY CONSTRUCTION IS COMPLETE AND ALL SOILS ARE STABILIZED.
3. SHELTER INSTALLATION: ERECT STRUCTURE PER MANUFACTURER'S SPECIFICATION.
4. RESTORATION OF THE SITE: ALL EXCAVATION SHALL BE DONE WITH CAUTION TO AVOID ANY DAMAGE TO UNDERGROUND UTILITIES. RESTORATION OF ALL DISTURBED AREAS, INCLUDING PLACEMENT OF TOPSOIL, SEED, FERTILIZER AND MULCH AND/OR SOG SHALL BE DONE WITHIN 15 DAYS OF THE COMPLETION OF FINAL GRADE.



NEW 5' X 12' SHELTER TO BE INSTALLED AT LOCATION OF PREVIOUSLY REMOVED SHELTER.



SECTION A-A
SCALE: 1" = 2'

Dwg No		Reference Drawings		Rev	Date	Description	By	App	Date Des App FWH INJ DB/12/12 DB/12/12 MORA X JIA PC 00 401681	Client JACKSON AREA TRANSPORTATION AUTHORITY 2350 E HIGH STREET JACKSON, MI 49205	Project JATA BUS SHELTER INSTALLATION SHAHAN APARTMENTS JACKSON, MI	Scale AS NOTED Proj. No. 40-6441-004	Drawing Number 6447-C-004	Sheet 10	Rev A
--------	--	--------------------	--	-----	------	-------------	----	-----	---	---	---	--	-------------------------------------	--------------------	-----------------

Elite Engineering Services, Inc.
consultants • design engineers • project managers
Jackson, Michigan

CONSTRUCTION PLAN

REVOCABLE LICENSE

THE CITY OF JACKSON, a Michigan municipal corporation, with offices located at 161 West Michigan Avenue, Jackson, Michigan 49201, hereinafter called "Licensor", in consideration of the terms, conditions and covenants hereinafter set forth, does hereby grant to **The Jackson Area Transportation Authority**, a Michigan Act 196 Transportation Authority, with offices at 2350 East High Street, hereinafter called "Licensee", this REVOCABLE LICENSE, RIGHT and PRIVILEGE to construct and maintain upon the City's **Porter Street** right-of-way adjacent to property described in Attachment A, commonly known as 1435 Cooper St. Jackson, Michigan 49202, a Passenger Bus Shelter (hereinafter structure@). The design, configuration and location of said structure is more precisely described upon EXHIBIT A, attached hereto and incorporated by reference, to be occupied and used by Licensee on the Licensor's Street right-of-way described above, on the terms, conditions, and covenants hereinafter mentioned.

As consideration for this License, Licensee agrees to the following terms, conditions and covenants:

1. Licensee shall pay Licensor the sum of Twenty Five Dollars (\$25.00).
2. Licensee agrees that in the design, construction, installation and maintenance of the structure, and throughout the term of this License, it will comply with the restrictions set forth herein and with all statutes, rules, ordinances and regulations pertaining to said structure.
3. The design, configuration, location and specifications for installation of the structure shall be approved by the City of Jackson City Engineer in advance of installation of the structure, and, upon installation of the structure, shall not be altered without the express written consent of the City Engineer.
4. Licensee agrees to keep the structure in good repair and condition at all times.
5. Licensee shall assume all liability for and protect, indemnify, and save Licensor, its officers, employees, agents and contractors, harmless from and against all actions, claims,

demands, judgments, losses, expenses of suits or actions, and attorney fees for injury to or death of any person or persons and loss or damage to the property of any person or persons whomsoever, including the parties hereto, arising in connection with or as a direct or indirect result of Licensee's use of its structure or its exercise of this License, except Licensee shall not be required to indemnify Licensor for injury to persons or damage to property caused by the sole negligence of Licensor.

6. This License is granted subject to any lease, easement, license, or other interest in land heretofore granted or reserved, or which may be granted in the future by Licensor with respect to said Licensor's Street right-of-way.

7. Licensee shall secure and maintain in force during the term of this License a policy of Comprehensive Commercial Liability Insurance, acceptable to Licensor, with a minimum general liability limit of \$500,000.00 per occurrence. The policy shall be in the name of Licensee, and shall name the Licensor as additional insured, and shall describe the insured's premises, including the structure as herein above described. The insurer will not cancel this insurance, or change, restrict, or reduce the insurance provided, or change the name of the insureds, without first giving at least ten (10) days written notice to the City of Jackson, City Attorney, 161 West Michigan Avenue, Jackson, Michigan 49201, as evidenced by receipt of certified mail. Licensee shall provide evidence of the existence of such insurance to Licensor's City Attorney prior to Licensor's execution of this License.

8. Upon the sale, conveyance, lease or transfer of Licensee's property referenced above, this License shall become null and void and Licensee shall, at its sole cost and expense, fully remove the structure and all materials, improvements, structures, or appurtenances pertaining thereto.

9. This License may be revoked at any time, with or without cause, by Licensor, upon thirty (30) days written notice to the Licensee.

10. Licensee, upon revocation of this License, shall, at its sole cost and expense, fully remove the structure and all materials, improvements, structures, or appurtenances pertaining thereto within thirty (30) days of the date of mailing of a Notice of Revocation.

11. If Licensee fails to comply with a Notice of Revocation, Licensor shall take any and all action necessary to remove the structure, which shall be deemed to constitute a nuisance. Licensee shall be invoiced for all removal costs incurred by Licensor. If Licensee fails to satisfy the invoice within the time prescribed on the invoice, the Jackson City Council may cause such removal costs to be levied and assessed as a special assessment upon Licensee's property as provided by the City Charter and the Jackson City Code of Ordinances, and/or Licensor may bring suit against Licensee to recover such costs.

12. All notices given pursuant to this License shall be considered mailed when placed in the United States mail, certified mail, return receipt requested, properly addressed to the parties at the addresses herein set forth, with postage thereon fully paid.

13. This Revocable License is a personal license, and shall not be assigned by Licensee.

The parties hereby have executed or caused this instrument to be executed by their duly authorized representatives, as of the _____ day of _____, _____.

LICENSOR:
CITY OF JACKSON, a

Michigan municipal corporation

By _____
Martin J. Griffin, Mayor

By _____
Lynn Fessel, City Clerk

STATE OF MICHIGAN, COUNTY OF JACKSON, SS:

Subscribed and sworn to before me, this ____ day of _____, _____, by Martin J. Griffin and Lynn Fessel, the Mayor and City Clerk of the City of Jackson, a Michigan municipal corporation, on behalf of the corporation.

Notary Public
Jackson County, Michigan
My Comm. Exp.: _____

Acknowledged and Agreed

LICENSEE: _____
Cameron McCollum

By _____
Cameron McCollum
(type name here)
General Manager

Its _____

STATE OF MICHIGAN, COUNTY OF JACKSON, SS:

Subscribed and sworn to before me this 12th day of June, 2013, by Cameron McCollum, the General Manager of Jackson Area Transportation Authority, on behalf of the sole proprietorship/partnership/corporation/limited liability company.

Sheila E. Natter

Notary Public
Jackson County, Michigan
My Comm. Exp.: 11/27/2014

Drafted by:
Julius A. Giglio (P32022)
City Attorney
161 West Michigan Avenue
Jackson, Michigan 49201
(517) 788-4050

When recorded return to:
City Attorney's Office
161 West Michigan Avenue
Jackson, Michigan 49201

T:\REVOCABLELICENSES\NEW REV LIC - STRUCTURE.DOC



Real Estate Summary Sheet

AH. A

Information herein deemed reliable but not guaranteed

09/26/2012 2:16 PM

Parcel: 8-198100000
Owner's Name: BELEN LUCILLE
Property Address: 1435 COOPER ST
JACKSON, MI 49202

Current Class: 201.COMMERCIAL
Previous Class: 201.COMMERCIAL
Gov. Unit: 50 UNIT '50' JACKSON
MAP #: 8-39
School: 38170 JACKSON PUBLIC
Neighborhood: 2506 2506 - COOPER ST

Liber/Page: Created: //
Split: // Active: Active

Public Impr.: Paved Road, Sidewalk, Water, Sewer, Electric, Gas
Topography: Level

Mailing Address:

% ROBERT E JOHNS
857 WOODWORTH RD
JACKSON MI 49202

Description:

1985.1
BEG AT INTERS OF E LN COOPER ST & S LN OF PORTER ST TH E 132 FT TH S 72 FT TH W 132 FT TH N 72 FT TO BEG NW
1/4 SW 1/4 SEC 26 T2S R1W

Most Recent Sale Information

None Found

Most Recent Permit Information

Permit PM090351 on 12/04/2009 for \$0 category Mechanical.

Physical Property Characteristics

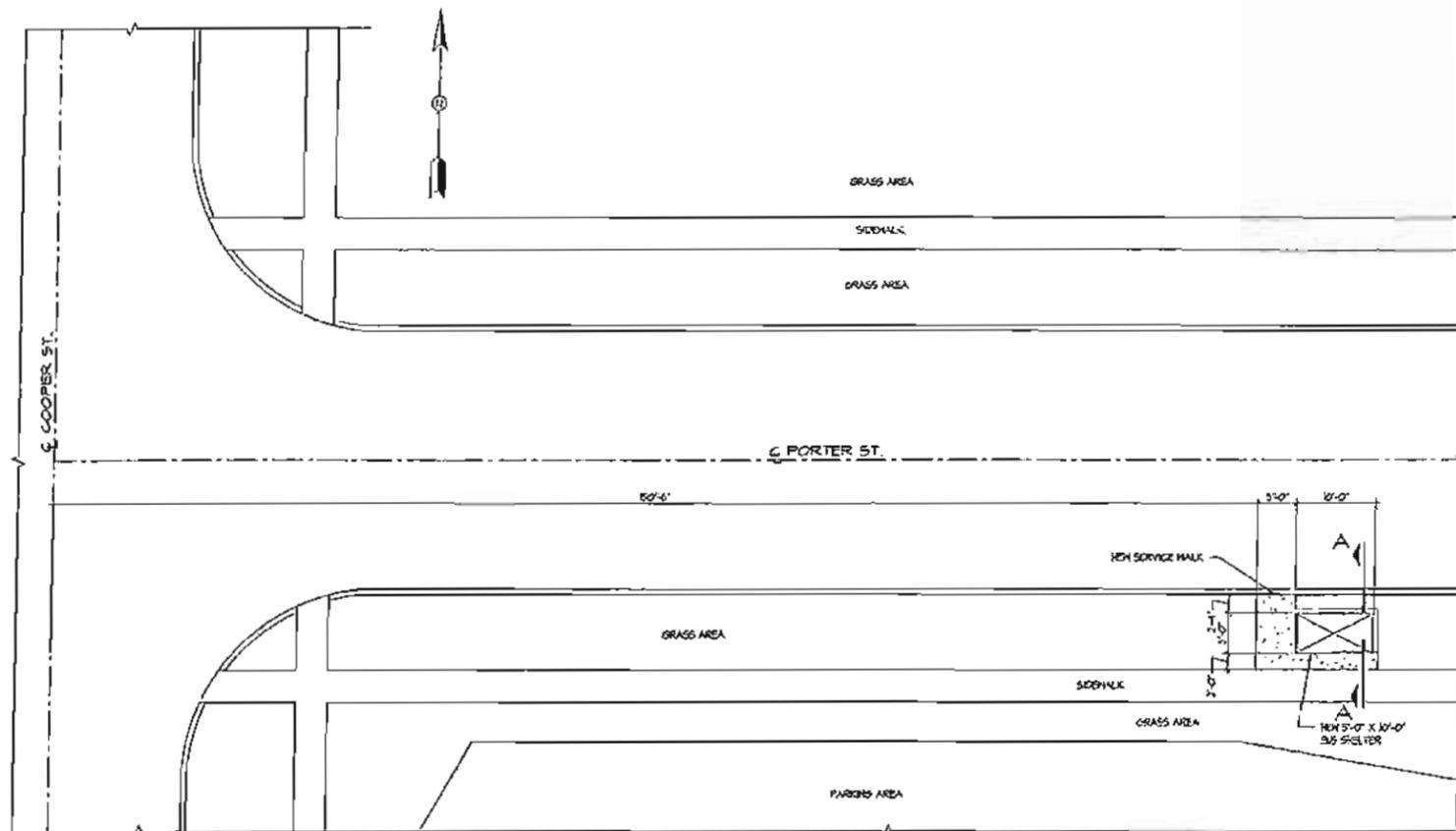
2013 S.E.V.:	Tentative	2013 Taxable:	Tentative	Lot Dimensions:	
2012 S.E.V.:	15,300	2012 Taxable:	12,953	Acreage:	0.21
Zoning:	C-4	Land Value:	Tentative	Frontage:	0.0
PRE:	0.000	Land Impr. Value:	Tentative	Average Depth:	0.0

Improvement Data

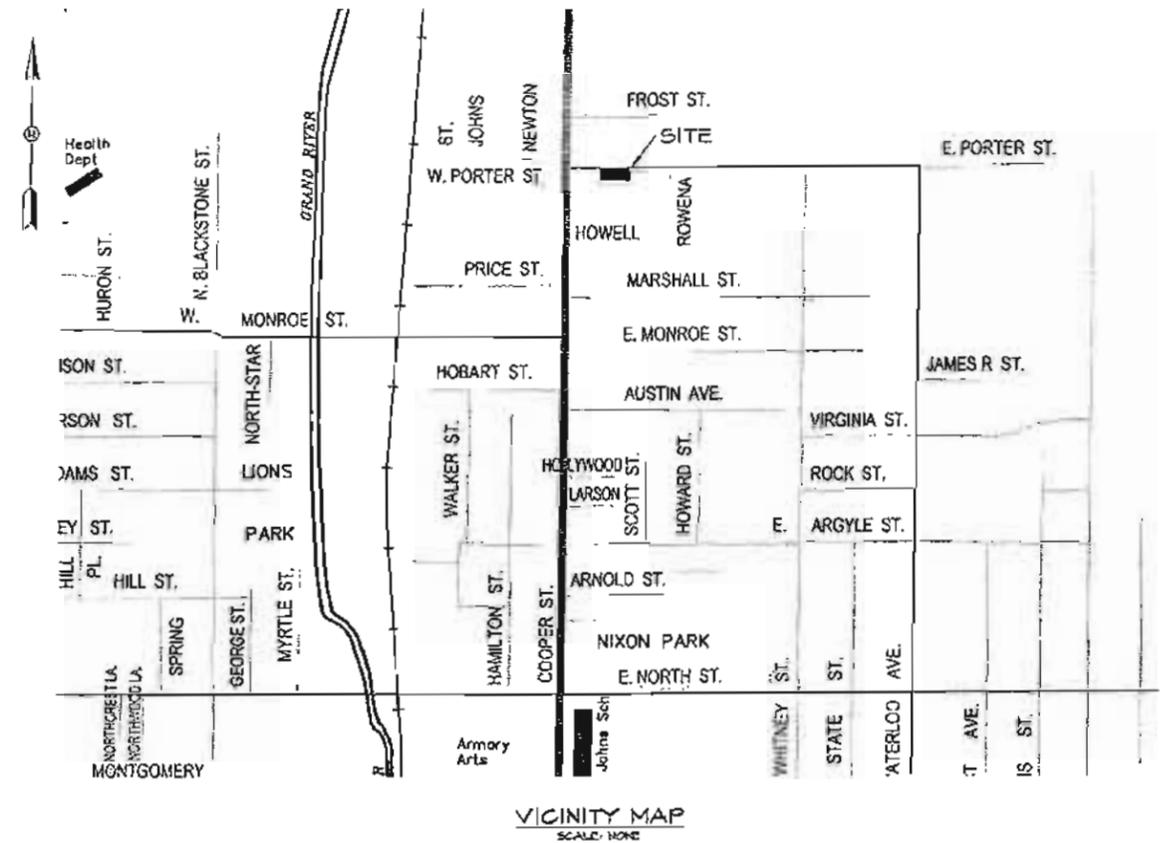
of Commercial Buildings: 1
Type: Barber - Beauty Shop
Desc:
Class: C
Quality: Average
Built: 1970 Remodeled: 0
Overall Building Height: 0
Floor Area: 400
Sale Price/Floor Area: 0.00
Estimated TCV: Tentative
Cmts:

Image





SITE PLAN
SCALE: 1" = 10'



VICINITY MAP
SCALE: NONE

DEMOLITION NOTES:

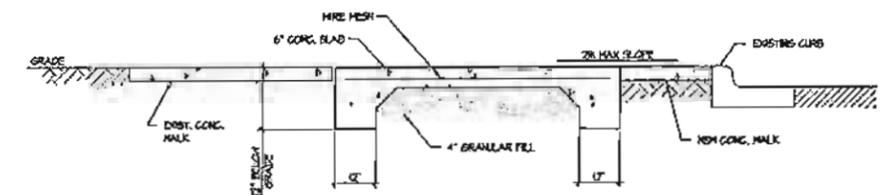
1. REMOVE EXISTING BUS SHELTER AND DISPOSE OF PER JATA INSTRUCTION.
2. DEMOLISH AND DISPOSE OF EXISTING CONCRETE PAD.
3. RESTORE SITE PER CONSTRUCTION NOTE 4.

GENERAL SITE CONSTRUCTION NOTES:

1. CONCRETE:
PREPARED AS PER MDOT GRADE 52
28 DAY STRENGTH 2500 PSI
5" MAXIMUM SLUMP UNLESS PATCH REPAIRS. ADMIXTURES ARE USED
AIR ENTRAINMENT: 5.3 TO 5%.
2. SOIL EROSION CONTROL:
THE CONTRACTOR SHALL BE RESPONSIBLE FOR MAINTAINING ALL TEMPORARY SOIL EROSION CONTROL MEASURES AND REMOVAL OF SAME UPON AUTHORIZED COMPLETION OF PROJECT.
COMPLETION OF PROJECT WILL NOT BE APPROVED UNTIL ALL SITE WORK, ROAD WORK, AND UTILITY CONSTRUCTION IS COMPLETE AND ALL SOILS ARE STABILIZED.
3. SHELTER INSTALLATION:
ERECT STRUCTURE PER MANUFACTURER'S SPECIFICATION.
4. RESTORATION OF THE SITE:
ALL EXCAVATION SHALL BE DONE WITH CAUTION TO AVOID ANY DAMAGE TO UNDERGROUND UTILITIES.
RESTORATION OF ALL DISTURBED AREAS, INCLUDING PLACEMENT OF TOPSOIL, SEED, FERTILIZER, AND MULCH AND/OR 500 SHALL BE DONE WITHIN 5 DAYS OF THE COMPLETION OF FINAL GRADE.



NEW 5' X 10' SHELTER TO BE INSTALLED AT LOCATION OF PREVIOUSLY REMOVED SHELTER



SECTION A-A
SCALE: 1" = 2'

Drawing No		Reference Drawing		Rev	Date	Description	By	App	Scale	Client	Project	Scale	Drawing Number	Sheet	Rev	
				A	08/14/12	ISSUED FOR REVIEW	PHI	ML	AS NOTED	JACKSON AREA TRANSPORTATION AUTHORITY 2550 E. HIGH STREET JACKSON, MI 49203	JATA BUS SHELTER INSTALLATION BLAIR PARK APARTMENTS JACKSON, MI	AS NOTED	6447-C-004	9	A	
										Elite Engineering Services, Inc. consultants • design engineers • project managers Jackson, Michigan						
										CLIENT		Project				
										JACKSON AREA TRANSPORTATION AUTHORITY		JATA BUS SHELTER INSTALLATION				
										2550 E. HIGH STREET JACKSON, MI 49203		BLAIR PARK APARTMENTS JACKSON, MI				
										CONSTRUCTION PLAN		6447-C-004				
										Proj No 40-6447-004		Drawing Number				
										6447-C-004		6447-C-004				
										Scale		Drawing Number				
										AS NOTED		6447-C-004				
										Proj No 40-6447-004		6447-C-004				
										Scale		Drawing Number				
										AS NOTED		6447-C-004				
										Proj No 40-6447-004		6447-C-004				



Neighborhood & Economic Operations

Building a Stronger Jackson

161 W. Michigan Avenue • Jackson, MI 49201-1303 • Facsimile (517) 780-4781

Building Inspection
(517) 788-4012

Code Enforcement
(517) 788-4060

Engineering
(517) 788-4160

Planning & Economic Development
(517) 768-6433

CITY COUNCIL MEETING June 25, 2013

TO: Honorable Mayor and City Councilmembers
FROM: Patrick H. Burtch, City Manager
SUBJECT: CDBG and HOME Financial Summaries through May 31, 2013

RECOMMENDATION

To accept and place on file the CDBG and HOME Financial Summaries through May 31, 2013.

Attached please find the Financial Summaries for the CDBG and HOME funds for the eleven months ended May 31, 2013.

Cc: Heather Soat, Accounting Manager
Michelle Pultz-Orthaus, Records Management Coordinator

City of Jackson
Community Development Block Grant
Monthly Financial Summary
For the Eleven Months Ended May 31, 2013

	<u>Budgeted</u>	<u>Expended Prior Year</u>	<u>Actual Month-to-Date</u>	<u>Actual Year-to-Date</u>	<u>Total Funds Expended- to-Date</u>	<u>Balance</u>	<u>Percent Spent</u>
<u>Public Services</u>							
1 AWARE (FY 2011/2012)	5,500	4,580	-	920	5,500	-	100.0%
2 King Center Summer Program	40,000	-	-	34,591	34,591	5,409	86.5%
3 Salvation Army - Heating Assistance (FY 2011/2012)	55,954	48,354	-	7,600	55,954	-	100.0%
4 Transportation Services	7,000	-	-	-	-	7,000	0.0%
<u>Administration</u>							
4 Administration & Planning							
FY 2011/2012	205,000	106,871	-	98,129	205,000	-	100.0%
FY 2012/2013	215,000	-	18,233	20,681	20,681	194,319	9.6%
<u>Code Enforcement</u>							
5 City Code Enforcement Division							
FY 2011/2012	485,000	370,196	-	114,804	485,000	-	100.0%
FY 2012/2013	535,000	-	51,104	294,404	294,404	240,596	55.0%
6 City Attorney Office							
FY 2011/2012	29,000	22,663	-	6,337	29,000	-	100.0%
FY 2012/2013	52,000	-	515	13,375	13,375	38,625	25.7%
<u>Housing Rehabilitation Projects</u>							
7 City Emergency Hazard Repair Program							
FY 2010/2011	125,000	112,395	-	12,605	125,000	-	100.0%
FY 2011/2012	54,900	-	-	54,900	54,900	-	100.0%
FY 2012/2013	104,000	-	16,421	89,791	89,791	14,209	86.3%
8 World Changers							
FY 2010/2011	40,585	33,383	-	7,202	40,585	-	100.0%
FY 2011/2012	40,000	-	-	2,305	2,305	37,695 *	5.8%
FY 2012/2013	40,000	-	-	-	-	40,000 *	0.0%
9 City Rehab Administration (Denied Loans)							
FY 2009/2010	1,000	403	-	(100)	303	697 *	30.3%
FY 2010/2011	1,000	348	883	652	1,000	-	100.0%
FY 2012/2013	1,000	-	(519)	-	-	1,000	0.0%
10 John George Home - building repairs							

	<u>Budgeted</u>	<u>Expended Prior Year</u>	<u>Actual Month-to-Date</u>	<u>Actual Year-to-Date</u>	<u>Total Funds Expended- to-Date</u>	<u>Balance</u>	<u>Percent Spent</u>
FY 2010/2011	10,000	9,660	-	340	10,000	-	100.0%
FY 2011/2012	12,500	-	-	12,500	12,500	-	100.0%
<u>Street Projects</u>							
11 Mason - Jackson to Francis (FY 2009/2010)	141,910	139,763	-	2,147	141,910	-	100.0%
12 Special Assessments (FY 2009/2010)	22,718	3,096	-	-	3,096	19,622 *	13.6%
13 Wilkins - Jackson to Williams (FY 2010/2011)	103,000	93,599	-	-	93,599	9,401 *	90.9%
14 Wilkins - Williams to Mechanic (FY 2010/2011)	106,000	-	-	-	-	106,000 *	0.0%
15 Special Assessments (FY 2010/2011)	10,000	-	-	-	-	10,000 *	0.0%
16 Biddle - Jackson to Williams (FY 2011/2012)	53,000	5,750	-	(5,750)	-	53,000 *	0.0%
17 Forest - Bend to Edgewood (FY 2011/2012)	106,000	6,307	-	56,047	62,354	43,646	58.8%
18 Homewild - Ellery to Edgewood (FY 2011/2012)	119,000	7,546	-	75,117	82,663	36,337	69.5%
19 Special Assessments (FY 2011/2012)	25,000	-	-	-	-	25,000	0.0%
<u>Other Projects</u>							
20 Sidewalk Replacement	5,000	-	-	-	-	5,000	0.0%
21 Public Works - curb ramps							
FY 2011/2012	10,000	1,714	-	-	1,714	8,286	17.1%
FY 2012/2013	10,000	-	-	-	-	10,000	0.0%
<u>Economic Development</u>							
22 Job Creation Loans (FY 2010/2011)	50,000	-	-	-	-	50,000 *	0.0%
<u>Public Improvements</u>							
23 Demolition Engineering - 212 W Mich (FY 2010/2011)	38,000	-	-	-	-	38,000 *	0.0%
24 Demolition - Neighborhood Economic Stabilization	494,924	-	975	304,560	304,560	190,364	61.5%

NOTE: All funds are FY 2012/2013 allocations unless otherwise indicated

* Funds identified for future reallocation

S:\Finance\Reports\2012-2013\CDBG Financial Summary\[2012-2013.xls]CDBG

**City of Jackson
HOME
Monthly Financial Summary
For the Eleven Months Ended May 31, 2013**

	<u>Budgeted</u>	<u>Expended Prior Year</u>	<u>Actual Month-to-Date</u>	<u>Actual Year-to-Date</u>	<u>Total Funds Expended- to-Date</u>	<u>Balance</u>	<u>Percent Spent</u>
1 Rehabilitation Assistance Program							
FY 2011/2012	144,017	94,865	-	49,152	144,017	-	100.0%
FY 2012/2013	184,391	-	-	61,874	61,874	122,517	33.6%
2 HOME Administration							
FY 2011/2012	32,189	-	-	32,189	32,189	-	100.0%
FY 2012/2013	25,500	-	-	-	-	25,500	0.0%
3 JAHC - Downpayment Assistance							
FY 2010/2011	48,272	20,365	-	14,456	34,821	13,451	72.1%
4 JAHC - CHDO Operating Expenses							
FY 2009/2010	7,328	6,901	-	427	7,328	-	100.0%
5 CAA - CHDO Operating Expenses							
FY 2011/2012	16,000	-	-	-	-	16,000	0.0%
FY 2012/2013	12,500	-	-	-	-	12,500	0.0%
6 JAHC - CHDO Acquisition/Rehab/Resale							
FY 2010/2011	107,400	73,146	-	34,254	107,400	-	100.0%
7 CAA - CHDO Acq/Rehab/Resale (FY 2011/2012)							
FY 2011/2012	53,250	-	-	-	-	53,250	0.0%
FY 2012/2013	40,000	-	-	-	-	40,000	0.0%
8 JAHC - Administration (FY 2010/2011)	6,000	5,652	-	348	6,000	-	100.0%
9 Habitat for Humanity (FY 2011/2012)							
FY 2011/2012	75,000	13,706	-	61,294	75,000	-	100.0%
FY 2012/2013	2,000	-	2,000	2,000	2,000	-	100.0%
10 City - Acq/Rehab/Resale (FY 2011/2012)	240,000	119,420	-	59,068	178,488	61,512	74.4%



City of Jackson, Michigan Financial Statements

As of and For the 11 Months Ended May 31, 2013

(Unaudited)

<u>INDEX:</u>	<u>Page</u>
General Fund Expenditure Summary	1-2
All Other Funds - Expenditure Summary	3-4
All Funds - Revenue Summary	5-6
Notes to Revenue & Expenditure Summaries	7

City of Jackson, Michigan
General Fund Expenditure Summary
As of and For the 11 Months Ended May 31, 2013
(Prepared on the Adopted Budget-Basis)

Function Department	2012/13 Budget		Actual Month To Date	Actual Year To Date	Variance - Percent Spent	Favorable (Unfavorable)
	Original	Amended				
<u>Legislative :</u>						
101-101 City Council	80,682	82,837	6,036	74,050	89.39%	8,787
<u>Judicial:</u>						
101-137 Administrative Hearings Bureau	22,851	22,851	2,668	22,600	98.90%	251
	22,851	22,851	2,668	22,600	98.90%	251
<u>General Government :</u>						
101-172 City Manager	237,127	336,378	33,509	305,777	90.90%	30,601
101-192 City Clerk-Elections	148,744	143,235	4,786	134,441	93.86%	8,794
101-201 Finance	421,295	422,198	44,954	383,078	90.73%	39,120
101-209 City Assessor	314,153	320,856	32,522	273,035	85.10%	47,821
101-210 City Attorney	416,459	468,529	45,804	365,904	78.10%	102,625
101-215 City Clerk	198,465	227,281	15,486	205,710	90.51%	21,571
101-226 Personnel	183,789	195,186	8,822	149,187	76.43%	45,999
101-233 Purchasing	91,890	91,876	8,534	73,934	80.47%	17,942
101-253 City Treasurer	276,707	281,292	32,715	251,898	89.55%	29,394
101-254 City Income Tax	199,353	201,426	17,378	156,774	77.83%	44,652
101-258 Management Information Services	360,973	321,534	46,152	301,942	93.91%	19,592
101-265 City Hall & Grounds	340,337	338,862	18,505	321,784	94.96%	17,078
101-276 Cemeteries	250,000	251,513	22,881	223,095	88.70%	28,418
101-299 Unallocated	760,980	756,391	129,131	639,493	84.55%	116,898
	4,200,272	4,356,557	461,179	3,786,052	86.90%	570,505
<u>Police Department :</u>						
101-301 Police	7,543,533	7,466,991	777,387	6,503,850	87.10%	963,141
101-308 STEP Grants	0	19,530	0	7,765	39.76%	11,765
101-311 OHSP Grant - Seatbelts	0	16,590	1,371	10,745	64.77%	5,845
101-312 OHSP Grant - OWI	0	4,015	0	4,014	99.98%	1
101-313 Consortium Training	12,124	35,618	13,703	23,757	66.70%	11,861
101-314 In-Service Training	4,486	14,805	495	9,228	62.33%	5,577
101-315 MCOLES Training	0	27,478	6,850	6,850	24.93%	20,628
101-318 Police Grants - Other	0	292,188	(180)	123,660	42.32%	168,528
	7,560,143	7,877,215	799,626	6,689,869	84.93%	1,187,346
<u>Fire Department :</u>						
101-340 Fire Suppression	3,066,078	3,262,139	355,883	2,819,111	86.42%	443,028
	3,066,078	3,262,139	355,883	2,819,111	86.42%	443,028
<u>Other Public Safety :</u>						
101-350 Public Safety - Unallocated	2,023,881	1,991,731	168,086	1,819,089	91.33%	172,642
101-426 Office of Emergency Measures	67,459	68,426	15,744	43,392	63.41%	25,034
	2,091,340	2,060,157	183,830	1,862,481	90.40%	197,676

(Continued -)

City of Jackson, Michigan
General Fund Expenditure Summary
As of and For the 11 Months Ended May 31, 2013
(Prepared on the Adopted Budget-Basis)

- Continued -

Function Department	2012/13 Budget		Actual Month To Date	Actual Year To Date	Percent Spent	Variance - Favorable (Unfavorable)
	Original	Amended				
<u>Public Works :</u>						
101-441 Tax Property Maintenance	8,813	12,660	422	13,644	107.77%	(984) <i>Note 2</i>
101-442 Civic Affairs	50,240	46,785	4,148	26,367	56.36%	20,418
101-447 Grounds Maintenance	49,320	48,056	2,070	13,715	28.54%	34,341
101-448 Sidewalk Construction	40,000	60,818	229	33,912	55.76%	26,906
101-450 Street Lighting	513,209	498,766	38,271	375,567	75.30%	123,199
101-455 Weed Control	46,198	57,492	1,526	16,989	29.55%	40,503
101-690 Forestry	286,363	289,363	(999)	231,163	79.89%	58,200
	994,143	1,013,940	45,667	711,357	70.16%	302,583
<u>Recreation & Culture :</u>						
101-692 Parks, Recreation & Grounds Admin	621,837	621,837	63,205	547,577	88.06%	74,260
101-697 Parks & Facilities Maintenance	547,170	553,367	82,649	518,402	93.68%	34,965
101-698 Lt. Nixon Memorial Pool	132,225	113,241	2,411	96,221	84.97%	17,020
101-699 Sharp Park Swimming Pool	95,593	95,058	98	81,189	85.41%	13,869
101-803 Historical District	8,452	7,950	885	7,096	89.26%	854
	1,405,277	1,391,453	149,248	1,250,485	89.87%	140,968
<u>Community Enrichment & Development:</u>						
101-401 Planning	121,803	94,605	11,561	84,250	89.05%	10,355
101-728 Economic Development	100,000	30,000	0	3,454	11.51%	26,546
	221,803	124,605	11,561	87,704	70.39%	36,901
<u>Contributions to Other Funds:</u>						
101-999 Contributions to Other Funds:	655,875	776,100	0	250,000	32.21%	526,100
Total General Fund Expenditures	20,298,464	20,967,854	2,015,698	17,553,709	83.72%	3,414,145

City of Jackson
All Other Funds - Expenditure Summary
As of and For the 11 Months Ended May 31, 2013
(Prepared on the Adopted Budget-Basis)

Fund Type/Fund Name	2012/13 Budget		Actual Month	Actual Year	Percent Spent	Variance - Favorable (Unfavorable)
	Original	Amended	To Date	To Date		
<u>Special Revenue Funds :</u>						
202 Major Street	9,693,083	9,325,078	171,053	5,602,061	60.08%	3,723,017
203 Local Street	1,603,111	1,522,420	71,391	1,335,372	87.71%	187,048
208 Ella W. Sharp Park Operating	690,279	657,537	74,518	512,366	77.92%	145,171
210 Land Acquisition Fund	40,000	25,000	39	15,826	63.30%	9,174
245 Public Improvement	1,264,621	1,670,457	0	157,708	9.44%	1,512,749
249 Building Department	489,376	535,130	105,148	463,689	86.65%	71,441
251 Housing Code Enforcement	861,250	506,540	41,789	349,335	68.96%	157,205
252 Building Demolitions	500,000	1,997,025	904,127	1,278,577	64.02%	718,448
253 212 W. Michigan Bldg. Demolition	0	1,880,000	122,753	1,464,062	77.88%	415,938
257 Budget Stabilization	10,000	10,000	0	0	0.00%	10,000
265 Drug Law Enforcement	43,216	68,601	5,701	39,047	56.92%	29,554
268 BYRNE/JAG Grants	17,590	83,894	0	75,426	89.91%	8,468
270 LAUNET Grant	0	34,692	6,126	22,597	65.14%	12,095
272 SAFER Grant	0	937,579	0	363,045	38.72%	574,534
289 Neighborhood Stabilization Grant	0	214,808	866	211,670	98.54%	3,138
296 Recreation Activity	247,532	247,532	31,801	223,021	90.10%	24,511
297 JPS Recreation Millage Program	227,956	227,956	11,045	194,476	85.31%	33,480
298 2008 Brownfield Revolving Loan	875,187	1,360,250	1,811	973,232	71.55%	387,018
<u>Debt Service Funds :</u>						
324 2003 MTF Bond D/S	284,705	284,705	0	284,705	100.00%	0
365 City Hall D/S	676,389	679,889	0	679,610	99.96%	279
366 2013 City Hall Refunding D/S	0	8,881,348	750	8,879,887	99.98%	1,461
368 Building Authority D/S	132,512	132,512	0	132,511	100.00%	1
395 2001 DDA TIF D/S	550	550	0	275	50.00%	275
396 2011 DDA TIF Refinancing D/S	247,925	247,925	123,413	246,975	99.62%	950
397 2012 BRA TIF Refunding D/S	406,094	406,094	210,759	404,594	99.63%	1,500
398 2002 BRA TIF Refunding D/S	0	2,273	0	0	0.00%	2,273
399 2007 BRA TIF D/S	695,329	695,329	487,502	695,329	100.00%	0
<u>Capital Projects Funds :</u>						
401 Capital Projects Fund	387,212	907,100	49,714	338,210	37.28%	568,890
402 Water Equipment and Replacement	1,907,430	1,780,164	49,178	1,153,307	64.79%	626,857
404 Sanitary Sewer Maintenance Fund	512,166	492,443	43,397	238,533	48.44%	253,910
405 Sanitary Sewer Replacement	890,011	773,228	15,707	378,679	48.97%	394,549
406 Wastewater Equip. Replacement	414,000	353,500	5,388	71,746	20.30%	281,754
494 Brownfield Redevelopment Auth.	1,285,887	1,253,659	718,695	1,162,365	92.72%	91,294
496 DDA Project	340,475	343,125	123,515	259,216	75.55%	83,909
<u>Enterprise Funds :</u>						
583 Sharp Park Golf Practice Center	63,775	61,287	7,259	27,242	44.45%	34,045
585 Auto Parking System	31,958	24,707	560	12,292	49.75%	12,415
586 Parking Assessment	117,994	124,662	27,253	95,917	76.94%	28,745
589 Stormwater Utility	1,040,019	1,213,924	96,081	886,685	73.04%	327,239
590 Sewer	6,809,036	6,574,236	620,561	4,302,514	65.45%	2,271,722
591 Water	8,028,255	7,843,228	706,433	5,715,380	72.87%	2,127,848
599 Parking Deck Fund	780,923	760,004	36,934	218,039	28.69%	541,965

(Continued -)

City of Jackson
All Other Funds - Expenditure Summary
As of and For the 11 Months Ended May 31, 2013
(Prepared on the Adopted Budget-Basis)

- Continued -

Fund Type/Fund Name	2012/13 Budget		Actual Month To Date	Actual Year To Date	Percent Spent	Variance - Favorable (Unfavorable)
	Original	Amended				
<u>Internal Service Funds :</u>						
641	Public Works Administration	624,499	626,040	56,984	480,210	76.71% 145,830
642	Engineering Administration	422,241	415,368	43,636	335,455	80.76% 79,913
643	Local Site Remediation Revolving	201,000	47,239	0	45,686	96.71% 1,553
661	Motor Pool and Garage	1,779,246	1,891,882	110,028	1,357,512	71.75% 534,370
663	Equipment Revolving Fund	43,880	43,880	43,880	43,880	100.00% 0
677	Workers' Compensation	133,798	315,128	38,593	316,151	100.32% (1,023)
678	Prescription Drug	395,250	645,380	49,392	556,076	86.16% 89,304
679	Health Care Deductible Reimb.	384,250	284,259	29,851	178,236	62.70% 106,023
680	Health Care Deductible Reimb.-Fire	0	139,000	11,837	103,042	74.13% 35,958
<u>Trust & Agency Funds :</u>						
702	County & School Tax Collection	20,000	10,000	0	0	0.00% 10,000
711	Cemetery Perpetual Maintenance	60,100	52,100	0	7,037	13.51% 45,063
718	Ella W. Sharp Endowment	42,800	28,050	0	0	0.00% 28,050
731	Employees' Retirement System	3,500,000	3,600,000	819,205	3,703,134	102.86% (103,134)
732	Policemen's/Firemen's Pension	990,000	1,000,598	0	681,099	68.07% 319,499
733	Policemen's/Firemen's Pens.-345	4,875,000	5,400,000	0	3,652,072	67.63% 1,747,928
736	Public Employees Health Care	8,000	13,650	0	13,650	100.00% 0
<u>Special Assessment Funds :</u>						
895	Special Assessment	649,247	595,042	0	595,041	100.00% 1

City of Jackson
All Funds - Revenue Summary
As of and For the 11 Months Ended May 31, 2013
(Prepared on the Adopted Budget-Basis)

Fund/Fund Name	2012/13		Actual Month To Date	Actual Year To Date	Percent Collected
	Original	Amended			
<u>General Fund :</u>					
Property Taxes	6,722,592	6,726,592	700,894	6,887,432	102.39%
Income Taxes	7,600,000	7,900,000	534,885	7,977,095	100.98%
Licenses & Permits	264,425	260,200	61,816	210,502	80.90%
Federal Grants	1,881	317,537	0	60,345	19.00%
State Grants	10,300	36,067	0	4,590	12.73%
State Revenue Sharing	3,918,607	4,030,883	638,472	2,725,326	67.61%
Contributions From Local Units	29,396	34,469	(62)	20,944	60.76%
Charges For Goods & Services	1,159,160	1,155,286	609,894	1,033,392	89.45%
Fines & Forfeits	171,290	201,264	16,128	208,375	103.53%
Investment Income	26,000	16,000	2,831	11,477	71.73%
Contributions From Other Funds	162,300	143,118	813	53,463	37.36%
Miscellaneous	185,428	229,582	6,506	203,941	88.83%
Total General Fund Revenues	20,251,379	21,050,998	2,572,177	19,396,882	92.14%
<u>Special Revenue Funds :</u>					
202 Major Street	9,503,721	8,960,112	264,512	5,550,737	61.95%
203 Local Street	1,550,965	1,508,403	44,089	746,592	49.50%
208 Ella W. Sharp Park Operating	692,700	653,908	45,287	321,742	49.20%
210 Land Acquisition Fund	40,000	21,858	0	0	0.00%
245 Public Improvement	1,023,300	1,023,650	94,479	1,020,284	99.67%
249 Building Inspection	489,475	530,600	55,288	500,502	94.33%
251 Housing Code Enforcement Fund	861,250	499,885	45,449	555,460	111.12%
252 Building Demolitions Fund	500,000	1,814,250	45,885	1,122,439	61.87%
253 212 W. Michigan Bldg. Demolition	0	1,880,000	122,400	1,463,709	77.86%
257 Budget Stabilization	10,000	10,000	296	6,318	63.18%
265 Drug Law Enforcement	32,530	18,022	663	12,349	68.52%
268 BYRNE/JAG Grants	17,590	83,874	11,855	64,153	76.49%
270 LАWNET Grant	0	34,692	6,126	16,474	47.49%
272 SAFER Grant	0	937,579	0	153,689	16.39%
289 Neighborhood Stabilization Grant	0	214,808	1	210,596	98.04%
296 Recreation Activity	296,000	279,500	9,908	261,368	93.51%
297 JPS Recreation Millage Program	222,200	215,760	10	215,860	100.05%
298 2008 Brownfield Revolving Loan	875,187	1,360,250	0	970,696	71.36%
<u>Debt Service Funds :</u>					
324 2003 MTF Bond D/S	284,705	284,705	0	284,705	100.00%
365 2003 City Hall D/S	677,500	678,000	53,529	672,431	99.18%
366 2013 City Hall Refunding D/S	0	8,881,348	0	8,881,348	100.00%
368 Building Authority D/S	132,512	132,512	0	132,511	100.00%
395 2001 DDA TIF D/S	550	550	0	275	50.00%
396 2011 DDA TIF Refinancing D/S	247,925	247,925	123,413	246,975	99.62%
397 2012 BRA TIF Refunding D/S	406,094	406,094	210,759	404,594	99.63%
399 2007 BRA TIF Refunding D/S	695,329	697,602	487,502	695,329	99.67%

(Continued-)

City of Jackson
All Funds - Revenue Summary
As of and For the 11 Months Ended May 31, 2013
(Prepared on the Adopted Budget-Basis)

- Continued -

Fund/Fund Name	2012/13 Budget		Actual Month To Date	Actual Year To Date	Percent Collected	
	Original	Amended				
<u>Capital Projects Funds :</u>						
401	Capital Projects Fund	375,000	905,200	12,425	39,144	4.32%
402	Water Equipment and Replacement	1,506,000	1,408,040	75,579	1,334,001	94.74%
404	Sanitary Sewer Maintenance Fund	512,166	492,443	43,397	236,262	47.98%
405	Sanitary Sewer Replacement	654,778	659,771	54,448	603,006	91.40%
406	Wastewater Equip. Replacement	643,000	643,000	52,081	577,804	89.86%
494	Brownfield Redevelopment Auth.	1,113,579	1,139,196	1,131,454	1,137,629	99.86%
496	DDA Project	840,548	833,014	830,101	832,206	99.90%
<u>Enterprise Funds :</u>						
583	Sharp Park Golf Practice Center	64,500	61,880	6,090	27,410	44.30%
585	Auto Parking System	26,300	24,220	1,176	11,649	48.10%
586	Parking Assessment	131,989	137,519	1,302	112,491	81.80%
589	Stormwater Utility	1,105,520	1,219,417	109,848	1,123,361	92.12%
590	Sewer	5,293,615	4,850,934	478,826	3,965,700	81.75%
591	Water	7,511,331	8,255,680	630,537	6,718,274	81.38%
599	Parking Deck Fund	257,235	259,902	538	261,089	100.46%
<u>Internal Service Funds :</u>						
641	Public Works Administration	630,499	514,066	52,282	420,090	81.72%
642	Engineering Administration	425,765	372,844	56,528	358,342	96.11%
643	Local Site Remediation Revolving	81,522	83,609	87	2,321	2.78%
661	Motor Pool and Garage	1,337,049	1,369,764	143,724	1,217,771	88.90%
663	Equipment Revolving Fund	43,880	43,880	43,880	43,880	100.00%
677	Workers' Compensation	280,000	276,000	26,856	214,144	77.59%
678	Prescription Drug	356,050	582,050	27,157	458,887	78.84%
679	Health Care Deductible Reimb.	414,400	259,600	36,912	232,046	89.39%
680	Health Care Deductible Reimb.-Fire	0	154,953	13,771	142,738	92.12%
<u>Trust & Agency Funds :</u>						
702	County & School Tax Collection	20,000	10,000	93	12,136	121.36%
711	Cemetery Perpetual Maintenance	85,100	77,100	9	38,823	50.35%
718	Ella W. Sharp Endowment	82,000	67,250	0	0	0.00%
731	Employees' Retirement System	4,183,000	4,145,750	485,430	6,211,933	149.84%
732	Policemen's/Firemen's Pension	971,431	971,431	0	832,464	85.69%
733	Policemen's/Firemen's Pension-345	7,200,342	7,100,342	0	6,843,940	96.39%
736	Public Employees Health Care	40,000	40,000	0	70,711	176.78%
<u>Special Assessment Funds :</u>						
895	Special Assessment	649,247	595,042	21,777	628,245	105.58%

City of Jackson
Notes to Revenue & Expenditure Summaries
As of and For the 11 Months Ended May 31, 2013
(Prepared on the Adopted Budget-Basis)

Note 1: Revenues do not include budgeted appropriations from fund balance. These appropriations, together with budgeted revenues, are sufficient to fund budgeted expenditures, in accordance with State law.

Note 2: A budget amendment is pending for this variance.

City of Jackson, Michigan
General Fund Expenditure Summary
As of and For the 11 Months Ended May 31, 2013
(Prepared on the Adopted Budget-Basis)

Function Department	2012/13 Budget		Actual Month To Date	Actual Year To Date	Variance - Percent Spent	Favorable (Unfavorable)
	Original	Amended				
<u>Legislative :</u>						
101-101 City Council	80,682	82,837	6,036	74,050	89.39%	8,787
<u>Judicial:</u>						
101-137 Administrative Hearings Bureau	22,851	22,851	2,668	22,600	98.90%	251
	22,851	22,851	2,668	22,600	98.90%	251
<u>General Government :</u>						
101-172 City Manager	237,127	336,378	33,509	305,777	90.90%	30,601
101-192 City Clerk-Elections	148,744	143,235	4,786	134,441	93.86%	8,794
101-201 Finance	421,295	422,198	44,954	383,078	90.73%	39,120
101-209 City Assessor	314,153	320,856	32,522	273,035	85.10%	47,821
101-210 City Attorney	416,459	468,529	45,804	365,904	78.10%	102,625
101-215 City Clerk	198,465	227,281	15,486	205,710	90.51%	21,571
101-226 Personnel	183,789	195,186	8,822	149,187	76.43%	45,999
101-233 Purchasing	91,890	91,876	8,534	73,934	80.47%	17,942
101-253 City Treasurer	276,707	281,292	32,715	251,898	89.55%	29,394
101-254 City Income Tax	199,353	201,426	17,378	156,774	77.83%	44,652
101-258 Management Information Services	360,973	321,534	46,152	301,942	93.91%	19,592
101-265 City Hall & Grounds	340,337	338,862	18,505	321,784	94.96%	17,078
101-276 Cemeteries	250,000	251,513	22,881	223,095	88.70%	28,418
101-299 Unallocated	760,980	756,391	129,131	639,493	84.55%	116,898
	4,200,272	4,356,557	461,179	3,786,052	86.90%	570,505
<u>Police Department :</u>						
101-301 Police	7,543,533	7,466,991	777,387	6,503,850	87.10%	963,141
101-308 STEP Grants	0	19,530	0	7,765	39.76%	11,765
101-311 OHSP Grant - Seatbelts	0	16,590	1,371	10,745	64.77%	5,845
101-312 OHSP Grant - OWI	0	4,015	0	4,014	99.98%	1
101-313 Consortium Training	12,124	35,618	13,703	23,757	66.70%	11,861
101-314 In-Service Training	4,486	14,805	495	9,228	62.33%	5,577
101-315 MCOLES Training	0	27,478	6,850	6,850	24.93%	20,628
101-318 Police Grants - Other	0	292,188	(180)	123,660	42.32%	168,528
	7,560,143	7,877,215	799,626	6,689,869	84.93%	1,187,346
<u>Fire Department :</u>						
101-340 Fire Suppression	3,066,078	3,262,139	355,883	2,819,111	86.42%	443,028
	3,066,078	3,262,139	355,883	2,819,111	86.42%	443,028
<u>Other Public Safety :</u>						
101-350 Public Safety - Unallocated	2,023,881	1,991,731	168,086	1,819,089	91.33%	172,642
101-426 Office of Emergency Measures	67,459	68,426	15,744	43,392	63.41%	25,034
	2,091,340	2,060,157	183,830	1,862,481	90.40%	197,676

(Continued -)

City of Jackson, Michigan
General Fund Expenditure Summary
As of and For the 11 Months Ended May 31, 2013
(Prepared on the Adopted Budget-Basis)

- Continued -

Function Department	2012/13 Budget		Actual Month To Date	Actual Year To Date	Percent Spent	Variance - Favorable (Unfavorable)
	Original	Amended				
<u>Public Works :</u>						
101-441 Tax Property Maintenance	8,813	12,660	422	13,644	107.77%	(984) <i>Note 2</i>
101-442 Civic Affairs	50,240	46,785	4,148	26,367	56.36%	20,418
101-447 Grounds Maintenance	49,320	48,056	2,070	13,715	28.54%	34,341
101-448 Sidewalk Construction	40,000	60,818	229	33,912	55.76%	26,906
101-450 Street Lighting	513,209	498,766	38,271	375,567	75.30%	123,199
101-455 Weed Control	46,198	57,492	1,526	16,989	29.55%	40,503
101-690 Forestry	286,363	289,363	(999)	231,163	79.89%	58,200
	994,143	1,013,940	45,667	711,357	70.16%	302,583
<u>Recreation & Culture :</u>						
101-692 Parks, Recreation & Grounds Admin	621,837	621,837	63,205	547,577	88.06%	74,260
101-697 Parks & Facilities Maintenance	547,170	553,367	82,649	518,402	93.68%	34,965
101-698 Lt. Nixon Memorial Pool	132,225	113,241	2,411	96,221	84.97%	17,020
101-699 Sharp Park Swimming Pool	95,593	95,058	98	81,189	85.41%	13,869
101-803 Historical District	8,452	7,950	885	7,096	89.26%	854
	1,405,277	1,391,453	149,248	1,250,485	89.87%	140,968
<u>Community Enrichment & Development:</u>						
101-401 Planning	121,803	94,605	11,561	84,250	89.05%	10,355
101-728 Economic Development	100,000	30,000	0	3,454	11.51%	26,546
	221,803	124,605	11,561	87,704	70.39%	36,901
<u>Contributions to Other Funds:</u>						
101-999 Contributions to Other Funds:	655,875	776,100	0	250,000	32.21%	526,100
Total General Fund Expenditures	20,298,464	20,967,854	2,015,698	17,553,709	83.72%	3,414,145

City of Jackson
All Other Funds - Expenditure Summary
As of and For the 11 Months Ended May 31, 2013
(Prepared on the Adopted Budget-Basis)

Fund Type/Fund Name	2012/13 Budget		Actual Month	Actual Year	Percent Spent	Variance - Favorable	
	Original	Amended	To Date	To Date		(Unfavorable)	
<u>Special Revenue Funds :</u>							
202	Major Street	9,693,083	9,325,078	171,053	5,602,061	60.08%	3,723,017
203	Local Street	1,603,111	1,522,420	71,391	1,335,372	87.71%	187,048
208	Ella W. Sharp Park Operating	690,279	657,537	74,518	512,366	77.92%	145,171
210	Land Acquisition Fund	40,000	25,000	39	15,826	63.30%	9,174
245	Public Improvement	1,264,621	1,670,457	0	157,708	9.44%	1,512,749
249	Building Department	489,376	535,130	105,148	463,689	86.65%	71,441
251	Housing Code Enforcement	861,250	506,540	41,789	349,335	68.96%	157,205
252	Building Demolitions	500,000	1,997,025	904,127	1,278,577	64.02%	718,448
253	212 W. Michigan Bldg. Demolition	0	1,880,000	122,753	1,464,062	77.88%	415,938
257	Budget Stabilization	10,000	10,000	0	0	0.00%	10,000
265	Drug Law Enforcement	43,216	68,601	5,701	39,047	56.92%	29,554
268	BYRNE/JAG Grants	17,590	83,894	0	75,426	89.91%	8,468
270	LAWNET Grant	0	34,692	6,126	22,597	65.14%	12,095
272	SAFER Grant	0	937,579	0	363,045	38.72%	574,534
289	Neighborhood Stabilization Grant	0	214,808	866	211,670	98.54%	3,138
296	Recreation Activity	247,532	247,532	31,801	223,021	90.10%	24,511
297	JPS Recreation Millage Program	227,956	227,956	11,045	194,476	85.31%	33,480
298	2008 Brownfield Revolving Loan	875,187	1,360,250	1,811	973,232	71.55%	387,018
<u>Debt Service Funds :</u>							
324	2003 MTF Bond D/S	284,705	284,705	0	284,705	100.00%	0
365	City Hall D/S	676,389	679,889	0	679,610	99.96%	279
366	2013 City Hall Refunding D/S	0	8,881,348	750	8,879,887	99.98%	1,461
368	Building Authority D/S	132,512	132,512	0	132,511	100.00%	1
395	2001 DDA TIF D/S	550	550	0	275	50.00%	275
396	2011 DDA TIF Refinancing D/S	247,925	247,925	123,413	246,975	99.62%	950
397	2012 BRA TIF Refunding D/S	406,094	406,094	210,759	404,594	99.63%	1,500
398	2002 BRA TIF Refunding D/S	0	2,273	0	0	0.00%	2,273
399	2007 BRA TIF D/S	695,329	695,329	487,502	695,329	100.00%	0
<u>Capital Projects Funds :</u>							
401	Capital Projects Fund	387,212	907,100	49,714	338,210	37.28%	568,890
402	Water Equipment and Replacement	1,907,430	1,780,164	49,178	1,153,307	64.79%	626,857
404	Sanitary Sewer Maintenance Fund	512,166	492,443	43,397	238,533	48.44%	253,910
405	Sanitary Sewer Replacement	890,011	773,228	15,707	378,679	48.97%	394,549
406	Wastewater Equip. Replacement	414,000	353,500	5,388	71,746	20.30%	281,754
494	Brownfield Redevelopment Auth.	1,285,887	1,253,659	718,695	1,162,365	92.72%	91,294
496	DDA Project	340,475	343,125	123,515	259,216	75.55%	83,909
<u>Enterprise Funds :</u>							
583	Sharp Park Golf Practice Center	63,775	61,287	7,259	27,242	44.45%	34,045
585	Auto Parking System	31,958	24,707	560	12,292	49.75%	12,415
586	Parking Assessment	117,994	124,662	27,253	95,917	76.94%	28,745
589	Stormwater Utility	1,040,019	1,213,924	96,081	886,685	73.04%	327,239
590	Sewer	6,809,036	6,574,236	620,561	4,302,514	65.45%	2,271,722
591	Water	8,028,255	7,843,228	706,433	5,715,380	72.87%	2,127,848
599	Parking Deck Fund	780,923	760,004	36,934	218,039	28.69%	541,965

(Continued -)

City of Jackson
All Other Funds - Expenditure Summary
As of and For the 11 Months Ended May 31, 2013
(Prepared on the Adopted Budget-Basis)

- Continued -

Fund Type/Fund Name	2012/13 Budget		Actual Month To Date	Actual Year To Date	Percent Spent	Variance - Favorable (Unfavorable)
	Original	Amended				
<u>Internal Service Funds :</u>						
641	Public Works Administration	624,499	626,040	56,984	480,210	76.71% 145,830
642	Engineering Administration	422,241	415,368	43,636	335,455	80.76% 79,913
643	Local Site Remediation Revolving	201,000	47,239	0	45,686	96.71% 1,553
661	Motor Pool and Garage	1,779,246	1,891,882	110,028	1,357,512	71.75% 534,370
663	Equipment Revolving Fund	43,880	43,880	43,880	43,880	100.00% 0
677	Workers' Compensation	133,798	315,128	38,593	316,151	100.32% (1,023)
678	Prescription Drug	395,250	645,380	49,392	556,076	86.16% 89,304
679	Health Care Deductible Reimb.	384,250	284,259	29,851	178,236	62.70% 106,023
680	Health Care Deductible Reimb.-Fire	0	139,000	11,837	103,042	74.13% 35,958
<u>Trust & Agency Funds :</u>						
702	County & School Tax Collection	20,000	10,000	0	0	0.00% 10,000
711	Cemetery Perpetual Maintenance	60,100	52,100	0	7,037	13.51% 45,063
718	Ella W. Sharp Endowment	42,800	28,050	0	0	0.00% 28,050
731	Employees' Retirement System	3,500,000	3,600,000	819,205	3,703,134	102.86% (103,134)
732	Policemen's/Firemen's Pension	990,000	1,000,598	0	681,099	68.07% 319,499
733	Policemen's/Firemen's Pens.-345	4,875,000	5,400,000	0	3,652,072	67.63% 1,747,928
736	Public Employees Health Care	8,000	13,650	0	13,650	100.00% 0
<u>Special Assessment Funds :</u>						
895	Special Assessment	649,247	595,042	0	595,041	100.00% 1

City of Jackson
All Funds - Revenue Summary
As of and For the 11 Months Ended May 31, 2013
(Prepared on the Adopted Budget-Basis)

Fund/Fund Name	2012/13		Actual Month To Date	Actual Year To Date	Percent Collected
	Original	Amended			
<u>General Fund :</u>					
Property Taxes	6,722,592	6,726,592	700,894	6,887,432	102.39%
Income Taxes	7,600,000	7,900,000	534,885	7,977,095	100.98%
Licenses & Permits	264,425	260,200	61,816	210,502	80.90%
Federal Grants	1,881	317,537	0	60,345	19.00%
State Grants	10,300	36,067	0	4,590	12.73%
State Revenue Sharing	3,918,607	4,030,883	638,472	2,725,326	67.61%
Contributions From Local Units	29,396	34,469	(62)	20,944	60.76%
Charges For Goods & Services	1,159,160	1,155,286	609,894	1,033,392	89.45%
Fines & Forfeits	171,290	201,264	16,128	208,375	103.53%
Investment Income	26,000	16,000	2,831	11,477	71.73%
Contributions From Other Funds	162,300	143,118	813	53,463	37.36%
Miscellaneous	185,428	229,582	6,506	203,941	88.83%
Total General Fund Revenues	20,251,379	21,050,998	2,572,177	19,396,882	92.14%
<u>Special Revenue Funds :</u>					
202 Major Street	9,503,721	8,960,112	264,512	5,550,737	61.95%
203 Local Street	1,550,965	1,508,403	44,089	746,592	49.50%
208 Ella W. Sharp Park Operating	692,700	653,908	45,287	321,742	49.20%
210 Land Acquisition Fund	40,000	21,858	0	0	0.00%
245 Public Improvement	1,023,300	1,023,650	94,479	1,020,284	99.67%
249 Building Inspection	489,475	530,600	55,288	500,502	94.33%
251 Housing Code Enforcement Fund	861,250	499,885	45,449	555,460	111.12%
252 Building Demolitions Fund	500,000	1,814,250	45,885	1,122,439	61.87%
253 212 W. Michigan Bldg. Demolition	0	1,880,000	122,400	1,463,709	77.86%
257 Budget Stabilization	10,000	10,000	296	6,318	63.18%
265 Drug Law Enforcement	32,530	18,022	663	12,349	68.52%
268 BYRNE/JAG Grants	17,590	83,874	11,855	64,153	76.49%
270 LАWNET Grant	0	34,692	6,126	16,474	47.49%
272 SAFER Grant	0	937,579	0	153,689	16.39%
289 Neighborhood Stabilization Grant	0	214,808	1	210,596	98.04%
296 Recreation Activity	296,000	279,500	9,908	261,368	93.51%
297 JPS Recreation Millage Program	222,200	215,760	10	215,860	100.05%
298 2008 Brownfield Revolving Loan	875,187	1,360,250	0	970,696	71.36%
<u>Debt Service Funds :</u>					
324 2003 MTF Bond D/S	284,705	284,705	0	284,705	100.00%
365 2003 City Hall D/S	677,500	678,000	53,529	672,431	99.18%
366 2013 City Hall Refunding D/S	0	8,881,348	0	8,881,348	100.00%
368 Building Authority D/S	132,512	132,512	0	132,511	100.00%
395 2001 DDA TIF D/S	550	550	0	275	50.00%
396 2011 DDA TIF Refinancing D/S	247,925	247,925	123,413	246,975	99.62%
397 2012 BRA TIF Refunding D/S	406,094	406,094	210,759	404,594	99.63%
399 2007 BRA TIF Refunding D/S	695,329	697,602	487,502	695,329	99.67%

(Continued-)

City of Jackson
All Funds - Revenue Summary
As of and For the 11 Months Ended May 31, 2013
(Prepared on the Adopted Budget-Basis)

- Continued -

Fund/Fund Name	2012/13 Budget		Actual Month To Date	Actual Year To Date	Percent Collected	
	Original	Amended				
<u>Capital Projects Funds :</u>						
401	Capital Projects Fund	375,000	905,200	12,425	39,144	4.32%
402	Water Equipment and Replacement	1,506,000	1,408,040	75,579	1,334,001	94.74%
404	Sanitary Sewer Maintenance Fund	512,166	492,443	43,397	236,262	47.98%
405	Sanitary Sewer Replacement	654,778	659,771	54,448	603,006	91.40%
406	Wastewater Equip. Replacement	643,000	643,000	52,081	577,804	89.86%
494	Brownfield Redevelopment Auth.	1,113,579	1,139,196	1,131,454	1,137,629	99.86%
496	DDA Project	840,548	833,014	830,101	832,206	99.90%
<u>Enterprise Funds :</u>						
583	Sharp Park Golf Practice Center	64,500	61,880	6,090	27,410	44.30%
585	Auto Parking System	26,300	24,220	1,176	11,649	48.10%
586	Parking Assessment	131,989	137,519	1,302	112,491	81.80%
589	Stormwater Utility	1,105,520	1,219,417	109,848	1,123,361	92.12%
590	Sewer	5,293,615	4,850,934	478,826	3,965,700	81.75%
591	Water	7,511,331	8,255,680	630,537	6,718,274	81.38%
599	Parking Deck Fund	257,235	259,902	538	261,089	100.46%
<u>Internal Service Funds :</u>						
641	Public Works Administration	630,499	514,066	52,282	420,090	81.72%
642	Engineering Administration	425,765	372,844	56,528	358,342	96.11%
643	Local Site Remediation Revolving	81,522	83,609	87	2,321	2.78%
661	Motor Pool and Garage	1,337,049	1,369,764	143,724	1,217,771	88.90%
663	Equipment Revolving Fund	43,880	43,880	43,880	43,880	100.00%
677	Workers' Compensation	280,000	276,000	26,856	214,144	77.59%
678	Prescription Drug	356,050	582,050	27,157	458,887	78.84%
679	Health Care Deductible Reimb.	414,400	259,600	36,912	232,046	89.39%
680	Health Care Deductible Reimb.-Fire	0	154,953	13,771	142,738	92.12%
<u>Trust & Agency Funds :</u>						
702	County & School Tax Collection	20,000	10,000	93	12,136	121.36%
711	Cemetery Perpetual Maintenance	85,100	77,100	9	38,823	50.35%
718	Ella W. Sharp Endowment	82,000	67,250	0	0	0.00%
731	Employees' Retirement System	4,183,000	4,145,750	485,430	6,211,933	149.84%
732	Policemen's/Firemen's Pension	971,431	971,431	0	832,464	85.69%
733	Policemen's/Firemen's Pension-345	7,200,342	7,100,342	0	6,843,940	96.39%
736	Public Employees Health Care	40,000	40,000	0	70,711	176.78%
<u>Special Assessment Funds :</u>						
895	Special Assessment	649,247	595,042	21,777	628,245	105.58%

City of Jackson
Notes to Revenue & Expenditure Summaries
As of and For the 11 Months Ended May 31, 2013
(Prepared on the Adopted Budget-Basis)

Note 1: Revenues do not include budgeted appropriations from fund balance. These appropriations, together with budgeted revenues, are sufficient to fund budgeted expenditures, in accordance with State law.

Note 2: A budget amendment is pending for this variance.



CITY COUNCIL MEETING
June 25, 2013

MEMO TO: Honorable Mayor and City Councilmembers

FROM: Patrick Burtch, City Manager *Patrick Burtch*

SUBJECT: Public Hearing regarding the application filed by MMP Molded Magnesium Products, LLC, located at 2336 E. High Street, for an Industrial Facilities Exemption Certificate.

RECOMMENDATION:

Consider a resolution approving an application for an Industrial Facilities Tax Exemption Certificate (IFT) for MMP Molded Magnesium Products, LLC.

Attached please find a resolution, along with supporting documentation on the application filed by MMP Molded Magnesium Products, LLC for an Industrial Facilities Exemption Certificate for their facility located at 2336 E. High Street. If Council adopts the resolution, it will be forwarded to the State Tax Commission for their consideration.

Please consider adopting the resolution after the public hearing is held at the June 25, 2013 City Council meeting.

Thank you.

Attachments

cc: Andrew Wrozek, City Treasurer/Clerk
David Taylor, City Assessor
Julius Giglio, City Attorney
Barry Hicks, Neighborhood and Economic Operations EDPM

RESOLUTION

BY THE CITY COUNCIL:

WHEREAS, Act 198 of the Public Acts of 1974, as amended, was enacted for the purpose of stimulating economic development in the state by providing tax benefits to industry through the establishment of Plant Rehabilitation Districts and Industrial Development Districts; and

WHEREAS, the Jackson City Council, acting under the authority of said Act, did on March 20, 1979, create by resolution Industrial Development District No. 19, which includes property located at 2336 E. High Street, Jackson, Michigan, as particularly described in said resolution; and

WHEREAS, pursuant to the provision of said Act, MMP Molded Magnesium Products, LLC, filed on April 30, 2013, an application for an Industrial Facilities Exemption Certificate for a facility located within said district for 12 years; and

WHEREAS, the applicant has complied with the applicable requirements contained in Section 5 and 9 of the Act; and

WHEREAS, the applicant and the City have executed a letter of agreement regarding Act 334 of 1993 and an affidavit in accordance with State Tax Commission Bulletin No. 3; and

WHEREAS, notice of receipt of the application has been given in writing to the Assessor of the City of Jackson and to the legislative body of each taxing unit which levies ad valorem property taxes in the City of Jackson; and

WHEREAS, a public hearing on said application was held on June 25, 2013; and

WHEREAS, the Jackson City Council has determined that the granting of an Industrial Facilities Exemption Certificate, considered with the aggregate amount of Industrial Facilities Exemption Certificates previously granted and currently in force, shall not have the effect of substantially impeding the operation of the local government unit or impairing the financial soundness of the taxing unit which levies an ad valorem property tax in the City of Jackson; and

WHEREAS, the aggregate SEV of real and personal property exempt from ad valorem taxes within the City of Jackson, after granting this certificate, will not exceed 5% of an amount equal to the sum of the SEV of the unit, plus the SEV of personal and real property thus exempted.

NOW, THEREFORE, BE IT RESOLVED that the Jackson City Council hereby approves this application for 12 years after project completion and directs the City Clerk to so certify and to forward a copy to the State Tax Commission for consideration by that body.

* * * * *

State of Michigan)
County of Jackson) ss
City of Jackson)

I, Andrew J. Wrozek, Jr., City Clerk in and for the City of Jackson, County and State aforesaid, do hereby certify that the foregoing is a true and complete copy of a resolution adopted by the Jackson City Council on June 25, 2013

IN WITNESS WHEREOF, I have hereunto affixed my signature and the seal of the City of Jackson, Michigan, on this 26th day of June, 2013.

Martin J. Griffin, Mayor

Andrew J. Wrozek, Jr., City Clerk

Application for Industrial Facilities Tax Exemption Certificate

Issued under authority of Public Act 198 of 1974, as amended. Filing is mandatory.

INSTRUCTIONS: File the original and two copies of this form and the required attachments (three complete sets) with the clerk of the local government unit. The State Tax Commission (STC) requires two complete sets (one original and one copy). One copy is retained by the clerk. If you have any questions regarding the completion of this form or would like to request an informational packet, call (517) 373-2408.

To be completed by Clerk of Local Government Unit	
Signature of Clerk <i>Andrew J. Wrozek jr.</i>	Date received by Local Unit <i>4/30/13</i>
STC Use Only	
Application Number	Date Received by STC

APPLICANT INFORMATION
All boxes must be completed.

1a. Company Name (Applicant must be the occupant/operator of the facility) MMP Molded Magnesium Products, LLC	1b. Standard Industrial Classification (SIC) Code - Sec. 2(10) (4 or 6 Digit Code) 3364	
1c. Facility Address (City, State, ZIP Code) (real and/or personal property location) 2336 E. High Street	1d. City/Township/Village (indicate which) Jackson	1e. County Jackson
2. Type of Approval Requested <input checked="" type="checkbox"/> New (Sec. 2(4)) <input type="checkbox"/> Transfer (1 copy only) <input type="checkbox"/> Speculative Building (Sec. 3(8)) <input type="checkbox"/> Rehabilitation (Sec. 3(1)) <input type="checkbox"/> Research and Development (Sec. 2(9))	3a. School District where facility is located Jackson Public Schools	3b. School Code 38170
	4. Amount of years requested for exemption (1-12 Years) <i>12</i>	

5. Per section 5, the application shall contain or be accompanied by a general description of the facility and a general description of the proposed use of the facility, the general nature and extent of the restoration, replacement, or construction to be undertaken, a descriptive list of the equipment that will be part of the facility. Attach additional page(s) if more room is needed.

See attached documents.

6a. Cost of land and building improvements (excluding cost of land)	▶ \$132,337.00
* Attach list of improvements and associated costs. * Also attach a copy of building permit if project has already begun.	Real Property Costs
6b. Cost of machinery, equipment, furniture and fixtures	▶ \$65,909.00
* Attach itemized listing with month, day and year of beginning of installation, plus total	Personal Property Costs
6c. Total Project Costs	▶ \$198,246.00
* Round Costs to Nearest Dollar	Total of Real & Personal Costs

7. Indicate the time schedule for start and finish of construction and equipment installation. Projects must be completed within a two year period of the effective date of the certificate unless otherwise approved by the STC.

	Begin Date (M/D/Y)	End Date (M/D/Y)	
Real Property Improvements ▶	<u>12/1/12</u>	<u>6/7/13</u>	▶ <input type="checkbox"/> Owned <input checked="" type="checkbox"/> Leased
Personal Property Improvements ▶	<u>11/1/12</u>	<u>5/15/13</u>	▶ <input type="checkbox"/> Owned <input checked="" type="checkbox"/> Leased

8. Are State Education Taxes reduced or abated by the Michigan Economic Development Corporation (MEDC)? If yes, applicant must attach a signed MEDC Letter of Commitment to receive this exemption. Yes No

9. No. of existing jobs at this facility that will be retained as a result of this project. **5** 10. No. of new jobs at this facility expected to create within 2 years of completion. **5**

11. Rehabilitation applications only: Complete a, b and c of this section. You must attach the assessor's statement of SEV for the entire plant rehabilitation district and obsolescence statement for property. The Taxable Value (TV) data below must be as of December 31 of the year prior to the rehabilitation.

a. TV of Real Property (excluding land)

b. TV of Personal Property (excluding inventory)

c. Total TV

12a. Check the type of District the facility is located in:
 Industrial Development District Plant Rehabilitation District

12b. Date district was established by local government unit (contact local unit)
March 20, 1979

12c. Is this application for a speculative building (Sec. 3(8))?
 Yes No

APPLICANT CERTIFICATION - complete all boxes.

The undersigned, authorized officer of the company making this application certifies that, to the best of his/her knowledge, no information contained herein or in the attachments hereto is false in any way and that all are truly descriptive of the industrial property for which this application is being submitted.

It is further certified that the undersigned is familiar with the provisions of P.A. 198 of 1974, as amended, being Sections 207.551 to 207.572, inclusive, of the Michigan Compiled Laws; and to the best of his/her knowledge and belief, (s)he has complied or will be able to comply with all of the requirements thereof which are prerequisite to the approval of the application by the local unit of government and the issuance of an Industrial Facilities Exemption Certificate by the State Tax Commission.

13a. Preparer Name Gavin McGraw	13b. Telephone Number (517) 240-5845	13c. Fax Number	13d. E-mail Address gavin@mmpmg.com
14a. Name of Contact Person Gavin McGraw	14b. Telephone Number (517) 240-5845	14c. Fax Number	14d. E-mail Address gavin@mmpmg.com
▶ 15a. Name of Company Officer (No Authorized Agents) William G. Wilson Jr.			
15b. Signature of Company Officer (No Authorized Agents) <i>William G. Wilson Jr.</i>		15c. Fax Number	15d. Date 30 Apr 13
▶ 15e. Mailing Address (Street, City, State, ZIP Code) 2336 E. High Street, Jackson, MI 49203		15f. Telephone Number (248) 330-9040	15g. E-mail Address bill@mmpmg.com

LOCAL GOVERNMENT ACTION & CERTIFICATION - complete all boxes.

This section must be completed by the clerk of the local governing unit before submitting application to the State Tax Commission. Check items on file at the Local Unit and those included with the submittal.

▶ 16. Action taken by local government unit <input type="checkbox"/> Abatement Approved for _____ Yrs Real (1-12), _____ Yrs Pers (1-12) After Completion <input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> Denied (Include Resolution Denying)	16b. The State Tax Commission Requires the following documents be filed for an administratively complete application: Check or Indicate N/A if Not Applicable <input type="checkbox"/> 1. Original Application plus attachments, and one complete copy <input type="checkbox"/> 2. Resolution establishing district <input type="checkbox"/> 3. Resolution approving/denying application. <input type="checkbox"/> 4. Letter of Agreement (Signed by local unit and applicant) <input type="checkbox"/> 5. Affidavit of Fees (Signed by local unit and applicant) <input type="checkbox"/> 6. Building Permit for real improvements if project has already begun <input type="checkbox"/> 7. Equipment List with dates of beginning of installation <input type="checkbox"/> 8. Form 3222 (if applicable) <input type="checkbox"/> 9. Speculative building resolution and affidavits (if applicable)
16a. Documents Required to be on file with the Local Unit Check or Indicate N/A if Not Applicable <input type="checkbox"/> 1. Notice to the public prior to hearing establishing a district. <input type="checkbox"/> 2. Notice to taxing authorities of opportunity for a hearing. <input type="checkbox"/> 3. List of taxing authorities notified for district and application action. <input type="checkbox"/> 4. Lease Agreement showing applicants tax liability.	
16c. LUCI Code	16d. School Code
17. Name of Local Government Body	▶ 18. Date of Resolution Approving/Denying this Application

Attached hereto is an original and one copy of the application and all documents listed in 16b. I also certify that all documents listed in 16a are on file at the local unit for inspection at any time.

19a. Signature of Clerk	19b. Name of Clerk	19c. E-mail Address
19d. Clerk's Mailing Address (Street, City, State, ZIP Code)		
19e. Telephone Number	19f. Fax Number	

State Tax Commission Rule Number 57: Complete applications approved by the local unit and received by the State Tax Commission by October 31 each year will be acted upon by December 31. Applications received after October 31 may be acted upon in the following year.

Local Unit: Mail one original and one copy of the completed application and all required attachments to:

State Tax Commission
Michigan Department of Treasury
P.O. Box 30471
Lansing, MI 48909-7971

(For guaranteed receipt by the STC, it is recommended that applications are sent by certified mail.)

STC USE ONLY				
▶ LUCI Code	▶ Begin Date Real	▶ Begin Date Personal	▶ End Date Real	▶ End Date Personal

April 30, 2013

Description of Real Property

The subject property legally described by the assessor as:

Parcels 6-1832.2100 and 6-1832.21A0

Parcel number 6-1832.21A0 is currently a vacant site with no address.

The Property is located at 2336 E. High Street in the City of Jackson, MI. The subject property is comprised of a parcel of land that contains 2.7 acres with an 11,300 Sq. Ft. Light Industrial Building.

April 30, 2013

INDUSTRIAL FACILITY EXEMPTION MACHINE & EQUIPMENT LIST

MMP MOLDED MAGNESIUM PRODUCTS, LLC.
2336 E. HIGH STREET
JACKSON, MI 49203

Beginning date of construction: November 6, 2012

Completion date of construction: June 15, 2013

<u>ITEMS</u>	<u>INSTALLATION/COMMENCEMENT DATE</u>	<u>COSTS</u>
<u>LEASEHOLD IMPROVEMENTS</u>		(Real Property)
Electrical Upgrade	January 23, 2013	\$ 35,541.00
Office/Bathroom Renovation	May 3, 2013	\$ 30,818.73
Interior Painting (Ceiling/Walls)	December 6, 2012	\$ 21,550.00
Interior Floor Coating	January 15, 2013	\$ 17,100.00
External Loading Dock	March 25, 2013	\$ 27,327.30
SUB-TOTAL		\$ 132,337.03
<u>EQUIPMENT, MACHINERY, FURNITURE, & FIXTURES</u>		(Personal Property)
Furniture	February 7, 2013	\$ 12,408.84
Lift Truck	January 18, 2013	\$ 14,500.00
Air Compressor/Air Dryer	December 27, 2012	\$ 6,500.00
Precision Machining Equipment	October 18, 2012	\$ 12,000.00
Bridge Crane Purchase	November 6, 2012	\$ 15,000.00
Bridge Crane Upgrade	May 10, 2013	\$ 5,500.00
SUB-TOTAL		\$ 65,908.84
TOTAL COST:		\$ 198,245.87

LEASE

THIS AGREEMENT OF LEASE entered into this 10/10/12, by and between MMP Holdings, LLC, a Michigan Corporation of 2336 High Street, Jackson, MI 49203, hereinafter referred to as "LESSOR" and MMP Molded Magnesium Products, LLC, a Michigan Corporation of 2336 High Street, Jackson, MI 49203, hereinafter referred to as "LESSEE".

WITNESSETH:

For and in consideration of the rents and covenants herein specified and on the terms and conditions hereinafter mentioned, the Lessor does hereby Let and Lease to Lessee the following described premises (a 11,500 square foot building) situated in the City of Jackson, County of Jackson, State of Michigan known as 2336 High Street, Jackson, MI 49203. (See Exhibit "A", description of land.)

TO HAVE AND TO HOLD all the above described leased premises, with all of the rights, easements, privileges and appurtenances thereto belonging or in any way pertaining to said Lessee, its successors and assigns, for and during the term below listed.

I. TERM

The term of this lease shall be for a period of Twenty-Five (25) years beginning on the 01 day of Novemeber, 2012, and terminating on the 31 day of October, 2037. The rate of rental may be changed upon written agreement between the two parties.

II. RENTS

Lessee shall pay to Lessor, at 2336 High Street, Jackson, MI 49203, as rental for said premises for said term, the sum of \$6,265.00 per month due on the first day of each succeeding month for the terms of this lease. Beginning on the 01 day of November, 2012.

Rent not paid when due shall bear interest at the rate of ten percent (10%) per annum until paid.

III. UTILITIES AND SERVICES

Lessee will pay all gas, electric, water, and sewer service bills. Said invoices shall be paid ten (10) days from receipt by Lessee.

IV. USE

The said premises shall be occupied and used for a Manufacturing operation and for no other use except with the written consent of the Lessor.

V. ASSIGNMENT

Lessee agrees that it will not assign this lease or sublet or underlease the premises or any part thereof without first securing the consent of the Lessor in writing, which consent shall not be unreasonably withheld.

VI. REPAIRS AND MAINTENANCE

The Lessee agrees to keep the roof and the outside walls in good repair at all times during the term of this lease.

The Lessee agrees that it will, at all times, during the term of this lease, and any renewal or extension thereof, keep the said premises and all improvements which may be situated thereon, including the exterior, shrubbery, green areas, parking lot and walkways in good, safe, secure, sightly and sanitary condition and repair, and at the expiration of said term to deliver up and surrender said premises in as good order as at the commencement of said term, reasonable use and wear thereof and damage by the elements excepted.

VII. LIABILITY

Lessee agrees to indemnify and hold Lessor harmless from any loss, cost, damage or expenses arising out of any accident or other occurrence causing injury or damage to any person due directly or indirectly to the use, occupancy or maintenance of the premises, or sidewalk or thoroughfares contiguous thereto during said term and to carry for the benefit of both parties, public liability insurance in amount of \$500,000 - \$1,000,000. Lessee shall furnish Lessor with satisfactory evidence of such insurance.

VIII. TO PERMIT LESSOR TO ENTER

Lessee agrees to permit Lessor, or their agent, to enter and examine the condition of said premises at all reasonable times and at any time within six (6) months immediately preceding the expiration of said term, to show said premises at reasonable times to prospective tenants. Provided Lessor or Lessee has given notice as provided in paragraph below.

IX. TAXES

Lessee agrees to pay all property taxes on the real estate covered by this lease.

Lessee agrees to pay all equipment taxes and cost of lease hold improvements.

X. CASUALTY INSURANCE

Lessee shall provide building casualty insurance for fire, extended coverage, vandalism and malicious mischief in an amount that Lessor deems proper.

XI. DESTRUCTION OF PREMISES

If the leased premises shall be damaged by fire, the elements, unavoidable accident or other casualty, but are not thereby rendered untenable in whole or in part, Lessor shall at its own expense cause such damage to be repaired, and the rent shall not be abated. If by reason of such occurrence, the premises shall be rendered untenable only in part, Lessor shall at its own expense cause the damage to be repaired, and the rent meanwhile shall be abated proportionately as to the portion of the premises rendered untenable. If the premises shall be rendered wholly untenable by reason of such occurrence, the Lessor shall at its own expense, cause such damage to be repaired, and the rent meanwhile shall abate until the leased premises have been restored and rendered tenantable; in the event Lessor has not repaired the property within 90 days from the date of said occurrence, Lessee may determine the lease null and void as of the date of the casualty and the Lessee's obligation to pay rent shall terminate as of the date of such casualty.

XII. TERMINATION OF LEASE

Lessor covenant with the Lessee that the Lessee, on paying the aforesaid rentals herein set forth and performing all of the covenants herein contained, shall and may peacefully and quietly have, hold and enjoy said demised premises for the term hereof Lessee covenants, at the expiration of said term, to peacefully surrender the premises with all the improvements and additions thereto in good condition.

NOTICE

LESSOR:

MMP HOLDINGS, LLC
2411 Research Drive
Jackson, MI 49203

LESSEE:

MMP MOLDED MAGNESIUM PRODUCTS, LLC
2411 Research Drive
Jackson, MI 49203

The terms, conditions and provisions of this Agreement shall be binding upon the parties hereto, their successors and assigns.

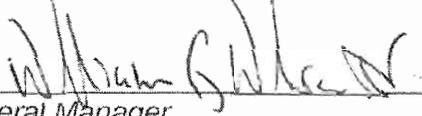
IN WITNESS WHEREOF, the parties hereto have hereunto set their hands the day and year first above written.

MMP HOLDINGS, LLC



General Manager
William G. Wilson Jr.

MMP MOLDED MAGNESIUM PRODUCTS, LLC



General Manager
William G. Wilson Jr.

TO (OWNER):
MMP Molded Magnesium Products, LLC
 2336 E. High Street
 Jackson, MI 49203

PROJECT:
SHOP OFFICE REMODEL

APPLICATION NO.: 1
 PERIOD TO: 22-Jan-13

Distribution to:
 OWNER: MMP
 ARCHITECT: N/A
 CONTRACTOR: Doug Bournay

FROM (CONTRACTOR):
Doug Bournay
 1708 Warren
 Jackson, MI 49203

VIA (ARCHITECT):
 N/A

ARCHITECT'S PROJECT NO: N/A

CONTRACT FOR:
 CONTRACTORS APPLICATION FOR PAYMENT

CONTRACT DATE: 22-Jan-13

Application is made for Payment as shown below in connection with the Contract. Continuation Sheet, AIA Document G703 is attached.

CHANGE ORDER SUMMARY		ADDITIONS	DEDUCTIONS
Change Orders approved in previous months by Owner			
TOTAL		0.00	0.00
Approved this Month			
Number	Date Approved		
ELEC 12/06/12, ELEC 12/10/12, ELEC 12/13/12	12/6/2012	800.00	0.00
REMODEL 01/04/13	1/4/2013	1880.00	0.00
HOLE PATCH 12/17/12	12/17/2012	200.00	0.00
LIGHTS 01/08/13	1/8/2013	200.00	0.00
ADD WORK 01/21/13	1/21/2013	970.00	0.00
TOTALS		4050.00	0.00
Net Change By Change Orders			

1. ORIGINAL CONTRACT SUM	\$ 8,000.00
2. Net Change by Change Orders	\$ 4,050.00
3. CONTRACT SUM TO DATE (Line 1 +/- 2)	\$ 12,050.00
4. TOTAL COMPLETED & STORED TO DATE (Column G on G703)	\$ 12,050.00
5. RETAINAGE:	
a. <u>10</u> % of Completed Work 1,205.00 (Column D+E on G703)	\$ 1,205.00
b. <u>10</u> % of Stored Material 0.00 (Column F on G703)	\$ 0.00
Total Retainage (Line 5a. + 5b. or Total in Column I of G703)	\$ 1,205.00
6. TOTAL EARNED LESS RETAINAGE (Line 4 less Line 5 Total)	\$ 10,845.00
7. LESS PREPAID AMOUNT	\$ 10,050.00
Total on the User Created Misc. Report (See attached copy of check stubs)	
8. CURRENT PAYMENT DUE	\$ 795.00
9. BALANCE TO FINISH, PLUS RETAINAGE (Line 3 less Line 6)	\$ 2,000.00

The undersigned Contractor certifies that to the best of the Contractor's knowledge, information and belief the Work covered by this Application for Payment has been completed in accordance with the Contract Documents, that all amounts have been paid by the Contractor for Work for which previous Certificates for Payment were issued and payments received from the Owner, and that current payment shown herein is now due.

State of: _____ County of: _____
 Suscribed and sworn to before me this _____ day of _____, 20____

CONTRACTOR:
 By:  Date: 22-Jan-13

Notary Public:

ARCHITECT'S CERTIFICATE FOR PAYMENT
 In accordance with the Contract Documents, based on on-site observations and the data comprising the above application, the Architect certifies to the Owner that to the best of the Architect's knowledge, information and belief the Work has progressed as indicated, the quality of the Work is in accordance with the Contract Documents, and the Contractor is entitled to payment of the AMOUNT CERTIFIED.

My Commission Expires: _____
 AMOUNT CERTIFIED \$ _____
 (attach explanation if amount certified differs from the amount applied for.)
 ARCHITECT:

By: _____ DATE: 22-Jan-13

This Certificate is not negotiable. The AMOUNT CERTIFIED is payable only to the Contractor named herein. Issuance, payment and acceptance of payment are without prejudice to any rights of the Owner or Contractor under this Contract.



April 24, 2013

Molded Magnesium Products

To Gavin,

The commencement of floor coatings at 2336 E. High Street, Jackson, MI 49203

began on January 15th, 2013.

Sincerely,

A handwritten signature in cursive script, appearing to read "Michael Richard".

Michael Richard

Richard Brothers
PAINTING  CONTRACTORS

April 26th, 2013

Molded Magnesium Products
2411 Research Drive
Jackson, MI 49203

To Gavin,

The commencement for the North High Bay at 2336 E. High Street, Jackson, MI

49203 started on December 6th, 2012.

Sincerely,



Michael Richard



Gavin McGraw <gavin@mmpmg.com>

FW: Truck Dock Project Dates

Bill Wilson <bill@mag-teccasting.com>
To: "gavin@mmpmg.com" <gavin@mmpmg.com>

Thu, Apr 25, 2013 at 3:22 PM

See Below-

From: Andrew Johnson [mailto:rljenterprises@gmail.com]
Sent: Thursday, April 25, 2013 2:49 PM
To: Bill Wilson
Subject: Truck Dock Project Dates

Bill,

Below are significant dates for the project:

- March 25, 2013 Deposit Paid \$13,663.65
- April 3rd City Permit Issued and construction began
- April 15th 2nd Draw Paid \$6500.00
- April 23th 3rd Draw Invoiced \$5000.00

Items to be completed:

- Patch Asphalt \$2163.65

Total Contract Amount: \$27,327.30

Best,

Andrew Johnson

Controller

5 Leprechauns LLC

Robert L Johnson Construction Inc.

Bara Properties Inc.

Bara Properties III LLC

Natural Developer LLC

414 N Jackson St.

Suite 87-1

Jackson, MI 49201

rljenterprises@gmail.com

517-764-7797



COCHRAN ELECTRIC CO.

2103 S. Jackson Street
Jackson, MI 49203
Phone (517) 784-7106
Fax (517) 784-9801

April 30, 2013

Molded Magnesium Products, LLC
2336 High St.
Jackson, MI 49203

Mr. Gavin McGraw,

Cochran Electric started your 1200 Amp service upgrade and wiring of equipment on January 23, 2013.

Sincerely,


Robyn Steffen
Sec/Tres

FISCAL STATEMENT FOR TAX ABATEMENT REQUEST SUMMARY INFORMATION

This form is issued under authority of P.A. 198 of 1974,
as amended. Filing is voluntary.

	One Year After Construction Is Done	After 5 Years	After 15 Years
Revenue			
1. Revenue from proposed property (from page 2, line 1).....	575	405	347
2. Revenue from related development (from page 2, line 2).....			
3. TOTAL (Add lines 1 and 2).....			
Cost			
4. Roads (from page 3, line 6).....			
5. Sewer (from page 4, line 10).....			
6. Storm Drains (from page 5, line 14).....			
7. Water Systems (from page 6, line 18).....			
8. Police Personnel (Enter "total annual cost" from page 7, line 20).....			
9. Police Equipment (from page 7, line 22).....			
10. Police Buildings (from page 7, line 24).....			
11. Fire Personnel (Enter "total annual cost" from page 8, line 26).....			
12. Fire Equipment (from page 8, line 28).....			
13. Fire Buildings (from page 8, line 30).....			
14. Other Costs (from page 9, line 31).....			
15. TOTAL COST (Add lines 4 through 14).....			

FISCAL STATEMENT FOR TAX ABATEMENT REQUEST - DETAIL

File this form with your application for a tax abatement, unless you have already filed it. Your application cannot be processed without this information.

You must complete all sections of this form. Attach additional pages whenever you need more space. Carry all results to page 1 of this form.

Estimated Average Annual Revenue

1. What is the expected annual change in revenue for your local unit because of the proposed property? Include in these figures the expected increase (or decrease) in property taxes due to the addition of the proposed property to the tax base, the change in the value of surrounding property, and in income tax revenue as a result of the proposed property.

One Year After Construction is Done	After 5 Years	After 15 Years
575	405	347

2. What is the expected annual change in revenue for your local unit because of related development expected from the proposed property? Include in these figures the expected increase (or decrease) in property taxes due to the addition of the new development to the tax base when constructed, the change in the value of surrounding property, and in income tax revenues as a result of the expected development.

One Year After Construction is Done	After 5 Years	After 15 Years

INDUSTRIAL FACILITIES TAX EXEMPTION AGREEMENT

AGREEMENT made this _____ day of _____, 20____, by and between the CITY OF JACKSON, a Michigan municipal corporation, with offices at 161 West Michigan Avenue, Jackson, Michigan 49201 (hereinafter "City"); and **MMP Molded Magnesium Products, LLC**, a Michigan corporation, with offices located at 2336 E. High Street, City of Jackson, Jackson County, Michigan (hereinafter "Applicant").

WHEREAS, the City has received an application from Applicant for the issuance of an Act 198 Tax Exemption Certificate for its business expansion and facility renovation (describe project) (the "Project") that was established as an Industrial Development District (the "District") by the City of Jackson on March 20, 1979; and

WHEREAS, Public Act 334 of 1993 requires a written agreement between the City and the Applicant before an Industrial Facilities Exemption Certificate can be approved by the Michigan Department of Treasury;

NOW, THEREFORE, in consideration of the approval of the Industrial Facilities Exemption Certificate, it is hereby agreed by and between the parties hereto as follows:

1. The Applicant, as a result of said improvements, shall use its best efforts to create not less than 6 new full time equivalent jobs and relocate and retain not less than 6 full time equivalent existing jobs from its current location within two years after the completion of its Project.

2. Applicant expects that the costs of the improvements proposed to be constructed on the basis of which the Industrial Facilities Exemption Certificate is issued, shall be within 10 percent (10%) of the estimated amount stated in the Applicant's application for the certificate.

3. The Applicant will not cease its operations within the District prior to the termination of the Industrial Facilities Exemption Certificate without a transfer of the certificate being approved by the City to a third party that continues adequate operations within the District or elsewhere in the City with the City's approval. Applicant will not become delinquent in payment of taxes owing under this certificate.

4. The parties agree that the City, in approving the tax abatement, has relied on the good faith of Applicant's estimates and expectations described in its application. The parties agree that exclusive jurisdiction to resolve any disputes in this Agreement shall be in Jackson County, Michigan. The City's exclusive remedy for a default shall be the right to request that the State Tax Commission either reduce the term of, or revoke, the abatement prospectively except that for a default in section 3, the Applicant shall repay the City all abated taxes which previously benefited the Applicant for disbursement proportionately to all taxing units having taxing jurisdiction over the improvements, plus all accrued interest, penalties and administration fees applicable to this exemption in the same amount as would be collected if this tax were considered delinquent and the City may, at its option, seek repayment of the taxes as allowed under section 21(2) of the tax abatement statute, MCLA 207.571(2).

The City shall not seek any remedy under this section 4 until after all of the following have occurred:

- a. The City shall have given written notice to the Applicant declaring a default and specifying the manner in which the Applicant is in default. Before a default is declared, the City and the Applicant shall meet informally with appropriate representatives to discuss the claimed default and how it may be cured.

b. The Applicant has not cured that default within thirty (30) days after receiving the notice, except that if the Applicant is diligently pursuing a cure, this thirty (30) day period shall automatically be extended for an additional thirty (30) days, and further extensions of this time period may be made only upon mutual agreement of the parties.

The parties acknowledge that certain conditions beyond Applicant's control may prevent Applicant from being able to make the capital investment, create or retain jobs or comply with other conditions in this Agreement. Therefore, Applicant shall not be in default to the extent the Applicant clearly shows, to the satisfaction of the City, that the failure was caused by unfavorable economic or other business conditions, loss of business, or some other reason beyond the actual or foreseeable control of Applicant.

5. Any payments due under Paragraph 4 above may be collected by either court proceedings or by adding to the next taxes due against the Applicant's property on the next tax roll of the City.

6. It is understood that the City of Jackson encourages the Applicant to review job applications of city residents, prior to filling new jobs in its facilities. Applicant will use its best efforts to employ City residents.

7. The Applicant further agrees that it shall submit annual reports to the City and the City Assessor setting forth the progress in attaining and maintaining the requirements of this Agreement and the provisions of the application for the Industrial Facilities Exemption Certificate.

8. The Applicant further agrees that during the term of the certificate, the Applicant shall not discriminate against any person on the basis of race, creed, color, sex, religious orientation, age, or other criteria not reasonably related to any jobs created as part of the grant of this tax abatement.

9. The Applicant further agrees that if Applicant ceases its use of the Project, and another entity asks the City for a transfer of the abatement, the Applicant will cooperate with the City

regarding the transfer by advising the transferee or new owner of the terms and conditions of this Agreement and by assisting the City to obtain the signature of the authorized agent of the transferee or new owner on this Agreement or one substantively the same.

10. This Agreement contains all of the terms of the agreement between the parties with respect to its subject matter and may be amended only in writing signed by both parties.

IN WITNESS WHEREOF, the parties hereto have executed this Agreement on the day and year first above written.

Signed in the presence of:

CITY OF JACKSON

By _____

Its: Mayor _____

APPLICANT

Darin M. Brown

By William G. Wilson, Jr

Its General Manager

Applicant Name
MMP Molded Magnesium Products, LLC

Fiscal Statement (to be completed by local unit)

	<u>YES</u>	<u>NO</u>
Is this project:		
Real Property?	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Personal Property?	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Both Real and Personal Property - New Facility?	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Both Real and Personal Property - Rehabilitation Facility?	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Both New and Replacement Facility?	<input type="checkbox"/>	<input checked="" type="checkbox"/>

Estimated Project Investment (not assessed value):

Real Property \$132,337.00	Personal Property \$69,909.00	Total \$198,246.00
--------------------------------------	---	------------------------------

	<u>YES</u>	<u>NO</u>	<u>REMARKS</u>
1. A. Has the proper local authority reviewed the plan?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	_____
B. Is the project located in a certified industrial park?	<input type="checkbox"/>	<input checked="" type="checkbox"/>	_____
C. Is this a renovation or expansion of an existing building?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	_____
2. Will this project require improvement of your road service?	<input type="checkbox"/>	<input checked="" type="checkbox"/>	_____
3. Will this project require improvement of your sanitary sewer services?	<input type="checkbox"/>	<input checked="" type="checkbox"/>	_____
4. Will this project require improvement of your storm sewer services?	<input type="checkbox"/>	<input checked="" type="checkbox"/>	_____
5. Will this project require improvement of your water services?	<input type="checkbox"/>	<input checked="" type="checkbox"/>	_____
6. Will this project require additional police personnel, police equipment or a need for new police building expansion?	<input type="checkbox"/>	<input checked="" type="checkbox"/>	_____
7. Will this project require the need for additional fire personnel, additional or specialized fire equipment or the need for a new fire building?	<input type="checkbox"/>	<input checked="" type="checkbox"/>	_____
8. Will this project require other costs?	<input type="checkbox"/>	<input checked="" type="checkbox"/>	_____
9. Are costs of infrastructure elements to be provided through Local Development Finance Authority or Tax Increment Finance Authority Bonds?	<input type="checkbox"/>	<input checked="" type="checkbox"/>	_____

If you answered yes to any of questions 2 through 8, the appropriate sections of the Supplement to Fiscal Statement form must be completed and accompany the IFT application. Call (517) 373-3272 to obtain that form.

LOCAL UNIT CERTIFICATION

This is to certify that the following has been provided as accurately as possible.

Signature	Name and Title of Local Governmental Unit Official Andrew J. Wrozek, Jr., City Clerk
-----------	--



City Manager's Office

161 W. Michigan Avenue - Jackson, MI 49201
Telephone: (517) 788-4035 — Facsimile: (517) 768-5820

CITY COUNCIL MEETING
June 25, 2013

MEMO TO: Honorable Mayor and City Councilmembers

FROM: Patrick Burtch, City Manager

Patrick Burtch

SUBJECT: Public Hearing regarding the request filed by Great Lakes Metal Finishing, LLC, to create Industrial Development District No. 95.

RECOMMENDATION:

Consider a resolution creating Industrial Development District No. 95.

Attached please find a resolution in reference to creating Industrial Development District No. 95. Also included are a map and aerial photo of the proposed district, and a letter of request from Great Lakes Metal Finishing, LLC.

Please consider this request at your June 25, 2013 Council meeting after the public hearing is held.

Thank you.

Attachments

cc: Patrick Burtch, City Manager
David Taylor, City Assessor
Barry Hicks, Neighborhood and Economic Operations EDPM

RESOLUTION

BY THE CITY COUNCIL:

WHEREAS, Act 198 of the State of Michigan Public Acts of 1974, as amended, was enacted for the purpose of stimulating economic development in the State by providing tax benefits through the establishment of Plant Rehabilitation Districts and Industrial Development Districts; and

WHEREAS, the City qualifies under the terms of Sec. 4 (1) (b) of the Act as a governmental unit eligible to create either type of the above named districts; and

WHEREAS, Great Lakes Metal Finishing, LLC, of 120 S. Dwight Street, Jackson, Michigan, more fully described below, has petitioned the City of Jackson to create Industrial Development District No. 95; and

WHEREAS, the City Council of the City of Jackson has complied with the requirements of Sec. 4(3) of Act 198; and

WHEREAS, written notice has been given to the public by newspaper advertisement in the Jackson Citizen Patriot of the hearing on the establishment of the proposed district; and

WHEREAS, on June 25, 2013, a public hearing was held at which all residents and taxpayers of the City of Jackson were afforded an opportunity to be heard thereon on the Industrial Development District creation; and

WHEREAS, the Jackson City Council deems it to be in the public interest of the City of Jackson to create the Industrial Development District.

NOW, THEREFORE, BE IT RESOLVED that the City Council of the City of Jackson hereby creates and so designates Industrial Development District No. 95, consisting of the following lands within the City of Jackson:

Lot 7, 8, and 9, Block 21, East Addition #5
* * * * *

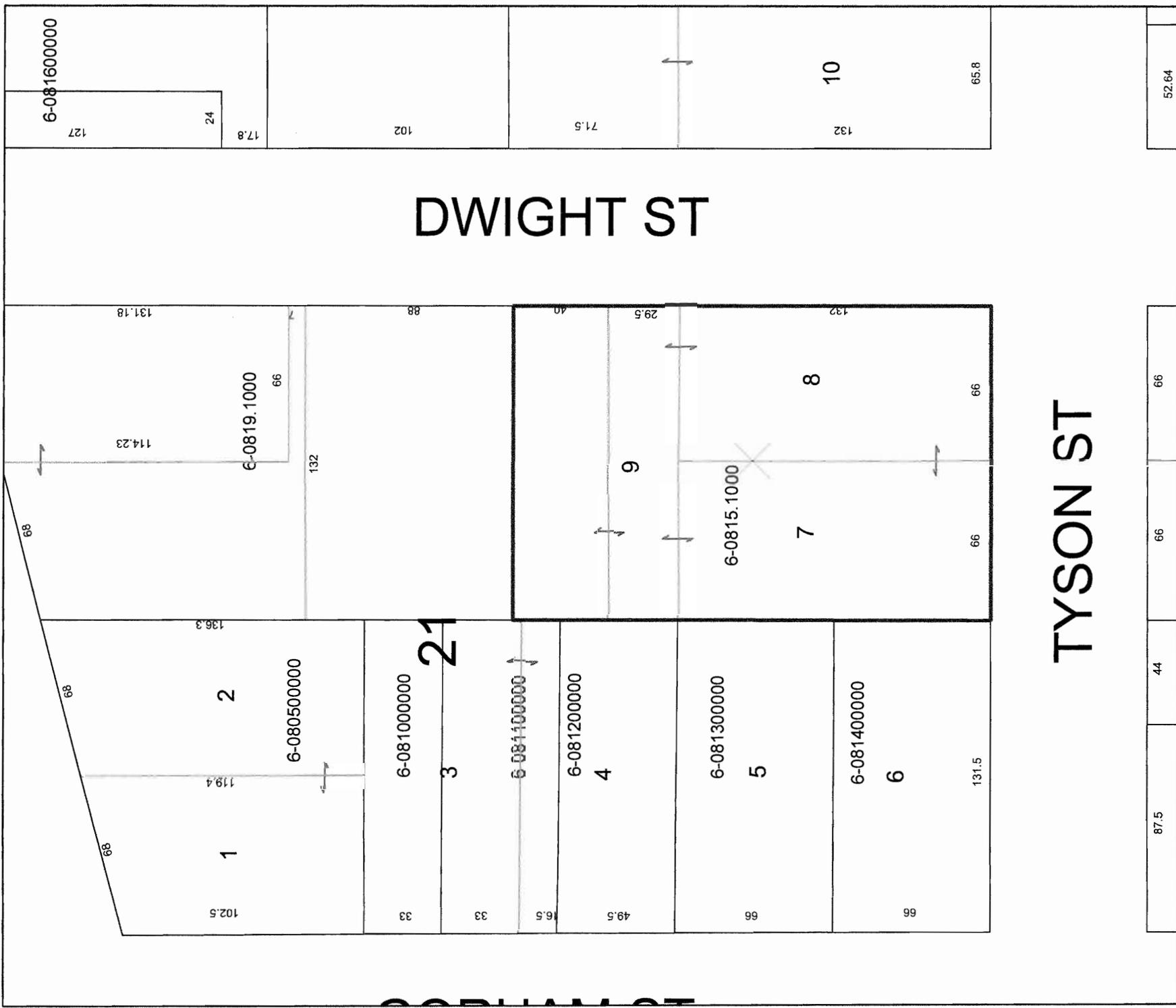
State of Michigan)
County of Jackson) ss
City of Jackson)

I, Andrew J. Wrozek, Jr., City Clerk in and for the City of Jackson, County and State aforesaid, do hereby certify that the foregoing is a true and complete copy of a resolution adopted by the Jackson City Council on June 25, 2013.

IN WITNESS WHEREOF, I have hereunto affixed my signature and the seal of the City of Jackson, Michigan, on this 26th day of June 2013.

Andrew J. Wrozek Jr., City Clerk

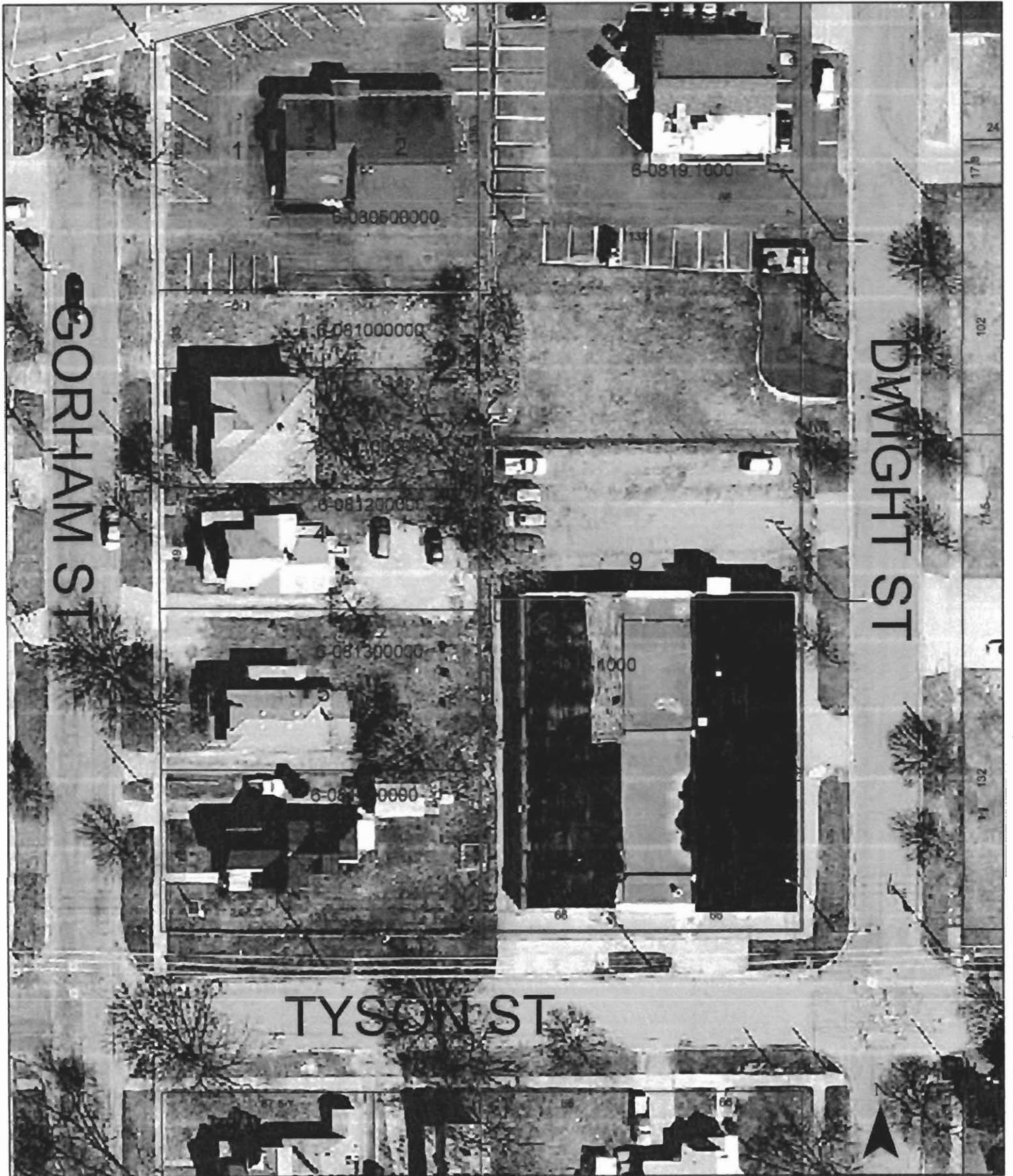
Great Lakes Metal Finishing, LLC



TYSON ST

87.5	44	66	66	52.64
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Great Lakes Metal Finishing, LLC



GORHAM ST

DWIGHT ST

TYSON ST

6-030500000

6-081000000

6-081300000

6-081400000

6-0819.1000

1000

24

177B

201

215

201

14



Great Lakes Metal Finishing LLC

Below is the Legal Description:

LAND OWNED AND USED AS ONE DESCRIPTION AND DESCRIBED AS LOTS 7, 8 & 9
BLK 21 EAST ADD NO 5 ALSO COM AT NE COR OF LOT 9 BLK 21 EAST ADD NO 5,
TH N 40 FT TH W 132 FT TH S 40 FT TH E 132 FT TO POB NE 1/4 SW 1/4 SEC 36
T2S R1W



113 West Michigan Avenue, Suite 301
Jackson, Michigan 49201
p 517.789.8900 • f 517.789.6477
bondcpa.com

City of Jackson
Clerk's Office, First Floor
161 W Michigan Ave
Jackson MI 49201

February 6, 2013

Re: Great Lakes Metal Finishing, LLC
Form 1012- Application for Industrial Facilities Tax Exemption Certificate

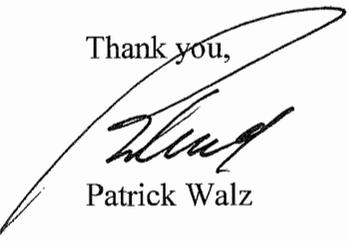
To Whom it May Concern:

Please find enclosed 3 copies of Form 1012 and all required attachments, and a check in the amount of \$680 from Great Lakes Metal Finishing, LLC.

Great Lakes Metal Finishing, LLC is requesting that the City establish an Industrial Development District, as well as approve the attached Form 1012.

Please contact me or Elizabeth Hitchingham at 517-789-8900 should you have questions.

Thank you,



Patrick Walz



Andrew J. Wrozek, Jr.
City Treasurer / City Clerk

161 W. Michigan Ave. • Jackson, MI 49201

Treasurer (517)-788-4043 • Income Tax Office (517)-788-4044 • Clerk (517)-788-4025

Founded July 3, 1829

June 4, 2013

CERTIFIED MAIL – RETURN RECEIPT REQUESTED 7005 2570 0001 0821 3250

Mr. Phillip J. Curtis
Great Lakes Metal Finishing, LLC
P.O. Box 766
Jackson, MI 49204

Dear Mr. Curtis:

RE: GREAT LAKES METAL FINISHING, LLC Request to Establish an Industrial Development District

This letter is to confirm that the City Council has set 6:30 p.m. on Tuesday, June 25, 2013, in the City Council Chambers in City Hall, 161 W. Michigan Avenue, as the time and place to hold a public hearing on the request of Great Lakes Metal Finishing, LLC, to create an Industrial Development District for property located at 120 S. Dwight Street.

The City Council requests that you or your representative be present at this meeting.

If you have any questions, please feel free to contact Carmen Ryan in the City Clerk's office at 517-768-6362.

Sincerely,

Andrew J. Wrozek, Jr.
City Clerk

AJW/cr

C: City Manager, City Attorney, City Assessor, Human Relations Commission, Downtown Development Authority, The Enterprise Group

PROPOSED CITY COUNCIL POLICY REGARDING
AFFIRMATIVE ACTION REQUIREMENTS FOR
ACT 198 AND 255 TAX ABATEMENT DISTRICT APPLICATIONS

The City Council of the City of Jackson hereby approves the following policy regarding Affirmative Action requirements for Act 198 and 255 Tax Abatement Applications at the District level:

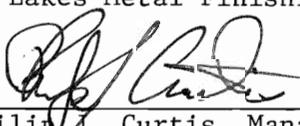
“All companies with 15 or more total employees making application with the City of Jackson for Act 198 or 255 Tax Abatement District establishment shall strive to establish a percentage of minority employment equal to or greater than the percentage of minority population in Jackson County.”

Procedures for implementing the above policy statement are:

1. Any firms making application with less than 15 total employees are exempted from the requirements contained herein.
2. A form requesting existing minority and female workforce statistics will be attached to the tax abatement application.
3. If the applicant's existing minority employment percentage is not equal to or greater than the percentage of minority population in Jackson County (**9.8**), the applicant must sign an Affirmative Action Agreement Letter of Commitment.
4. Applications for firms whose percentage of minority employment is not equal to or greater than the County minority population percentage of **9.8** and who fail to submit the Affirmative Action Agreement Letter of Commitment will not be processed.

As of March 19, 2013, Great Lake Metal Finishing, LLC has a total of 7 employees, five males and two females. Let me know if you need any further information.

Great Lakes Metal Finishing, LLC

By: 
Philip J. Curtis, Manager



Andrew J. Wrozek, Jr.
City Treasurer/City Clerk

161 W. Michigan Avenue - Jackson, MI 49201
Treasurer (517)788-4043 • Income Tax Office (517)788-4044 • Clerk (517) 788-4025

CITY COUNCIL MEETING
June 25, 2013

MEMO TO: Honorable Mayor and City Councilmembers

FROM: Andrew J. Wrozek, Jr., City Treasurer/City Clerk

SUBJECT: Public Hearing and Resolution determining the necessity of Street Construction on Monroe Street from West Avenue to Clinton Road.

RECOMMENDATION:

Consider a resolution ordering the construction and preparation of the special assessment roll.

A public hearing was established at the City Council's May 28, 2013 meeting for June 25, 2013. The required notice was published in the Jackson Citizen Patriot and a notification letter was sent to each property owner including an estimate of the proposed project and funding sources, along with an estimate of individual property assessments, which can be paid in ten (10) annual installments.

Please considering adopting the resolution after the public hearing is held.

C: Patrick Burtch, City Manager
David Taylor, City Assessor
Julius Giglio, City Attorney
Jonathan Greene, Neighborhood & Economic Development Director

RESOLUTION
STREET CONSTRUCTION

BY THE CITY COUNCIL:

WHEREAS, under the authority granted by Ordinance No. 98-6 and 98-20, the City Council has reviewed the report regarding the necessity of street reconstruction on Monroe Street from West Avenue to Clinton Road the following estimated costs, to wit:

MDOT/FHWA	\$ 87,200.00
<u>Street Construction Assessments</u>	<u>\$ 45,993.00</u>
Total Project Cost	\$ 133,193.11

WHEREAS, notice has been duly given that the City Council would hold a public hearing in the City of Jackson on Tuesday, the 25th day of June, 2013 at 6:30 p.m. to hear any and all objections and suggestions by interested parties to said public improvement; and

WHEREAS, the City Council and Assessor having heard all suggestions and objections made thereto and having fully considered the same;

NOW, THEREFORE, BE IT RESOLVED that the City Council hereby determines that the street construction is a necessary public improvement and directs staff to proceed with the street construction, in accordance with plans, maps, and specifications in the City Engineer's office; and

BE IT FURTHER RESOLVED that the City Assessor is ordered to assess the cost of said improvement to the property owners who benefit therefrom on a front footage basis and prepare an assessment roll covering this assessment district as soon as possible after the public improvement has been completed.

* * * * *

State of Michigan)
County of Jackson) ss
City of Jackson)

I, Andrew J. Wrozek Jr., City Clerk in and for the City of Jackson, County and State aforesaid, do hereby certify that the foregoing is a true and complete copy of a resolution adopted by the Jackson City Council on the 25th day of June, 2013.

IN WITNESS WHEREOF, I have hereunto affixed my signature and the seal of the City of Jackson, Michigan, on this 26th day of June, 2013.

Andrew J. Wrozek Jr., City Clerk



Andrew J. Wrozek, Jr.
City Treasurer/City Clerk

161 W. Michigan Avenue - Jackson, MI 49201
Treasurer (517)788-4043 • Income Tax Office (517)788-4044 • Clerk (517) 788-4025

CITY COUNCIL MEETING
June 25, 2013

MEMO TO: Honorable Mayor and City Councilmembers
FROM: Andrew J. Wrozek, Jr., City Treasurer/City Clerk
SUBJECT: Adoption of Ordinance No. 2013.13

RECOMMENDATION:

Final adoption of Ordinance No. 2013.13 an ordinance amending Sections 16-510 through 16-514 of Chapter 16 of the Code of Ordinances and adding Sections 16-515 through 16-518 to Chapter 16 of the Code of Ordinances to provide for the health, welfare and safety of the citizens of the City of Jackson by permitting and regulating the growing and consumption of medical marihuana by patients registered and qualified to consume and grow medical marihuana by the Michigan Department of Community Health pursuant to the Michigan Medical Marihuana Act, and to further provide for regulations of locations at which registered primary caregivers may cultivate medical marihuana for qualifying patients.

Attached please find Ordinance 2013.13 approved by the Council at the June 11, 2013 meeting. Please consider adoption of the ordinance.

C: City Manager

ORDINANCE NO. 2013- 13

An ordinance amending Sections 16-510 through 16-514 of Chapter 16 of the Code of Ordinances and adding Sections 16-515 through 16-518 to Chapter 16 of the Code of Ordinances to provide for the health, welfare and safety of the citizens of the City of Jackson by permitting and regulating the growing and consumption of medical marihuana by patients registered and qualified to consume and grow medical marihuana by the Michigan Department of Community Health pursuant to the Michigan Medical Marihuana Act, and to further provide for regulations of locations at which registered primary caregivers may cultivate medical marihuana for qualifying patients.

THE PEOPLE OF THE CITY OF JACKSON ORDAIN:

Section 1. Purpose. The City Council adopts this ordinance to permit and regulate the growing and consumption of medical marihuana by patients registered and qualified to consume and grow medical marihuana by the Michigan Department of Community Health or its successor agency pursuant to the Michigan Medical Marihuana Act, and to further provide for regulations of locations at which registered primary caregivers may grow medical marihuana for their qualifying patients.

Section 2. That Article XVIII, Sections 16-510 through Section 16-518 of Chapter 16 of the Code of the City of Jackson be, and the same hereby are, amended to read as follows:

ARTICLE XVIII. MEDICAL MARIHUANA HOME USES.

Sec. 16-510. Medical Marihuana Home Uses.

The following words, terms and phrases, when used in this Article, shall have the meanings ascribed to them in this section, except where the context clearly indicates a different meaning:

Medical marihuana home use means either:

- (1) A dwelling where a qualifying patient grows or uses medical marihuana for his or her personal consumption in the privacy of the registered qualifying patient's primary residence, or
- (2) A dwelling or accessory structure where a registered primary caregiver grows medical marihuana in or at his or her primary residence for registered qualifying patients with whom the primary caregiver is connected to through the Michigan Department of Community Health or its successor agency.

MMMA refers to MCL §333.26421 *et. seq.*, known as the Michigan Medical Marihuana Act.

Primary caregiver means an individual as defined by the MMMA and as authorized by and registered through the Michigan Department of Community Health or its successor agency to grow and distribute medical marihuana for up to five (5) qualifying patients.

Primary residence means the one place where a person has his or her true, fixed and permanent home to which, whenever absent, he or she intends to return and that shall continue as a principal residence until another principal residence is established.

Qualifying patient means an individual, as defined by the MMMA, that has been diagnosed by a physician as having a medical condition alleviated by the use of medical marihuana, and who is registered through the Michigan Department of Community Health or its successor agency to cultivate and/or consume medical marihuana.

Sec. 16-511. No license required for medical marihuana home use.

No license from the City Clerk is required by either a qualifying patient or a primary caregiver to operate a medical marihuana home use.

Sec. 16-512. Requirements for medical marihuana home uses.

For purposes of a medical marihuana home use, the following shall apply:

- (a) A registered qualifying patient may grow twelve (12) marihuana plants for his or her personal use in his or her primary residence.
- (b) A primary caregiver may grow twelve (12) marihuana plants in his or her primary residence for each of up to five (5) registered qualifying patients with whom the primary caregiver is connected to through the Michigan Department of Community Health or its successor agency.
- (c) A primary caregiver also may grow twelve (12) marihuana plants for himself or herself if the primary caregiver is also a registered qualifying patient.
- (d) A primary caregiver may only transfer medical marihuana to a maximum of five (5) qualifying patients with whom the primary caregiver is connected to through the Michigan Department of Community Health or its successor agency.
- (e) Not more than twenty (20%) percent of the gross floor area of a dwelling unit can be used for a medical marihuana home use.
- (f) The principal use of the dwelling used for the medical marihuana home use must be residential occupancy and must be in actual use as such.

- (g) There shall be no on-site person-to-person transfers of medical marihuana on the premises of a primary caregiver, however a primary caregiver may deliver medical marihuana to the primary residence of his or her registered qualifying patients.
- (h) There can be no alteration to or activity at the exterior of the dwelling or yard that alters the residential character of the premises.
- (i) The medical marihuana home use must not generate a volume or character of pedestrian or vehicular traffic beyond that normally generated by homes in the residential neighborhood.
- (j) Only off-street parking facilities that are normal for residential use and located on the premises may be used.
- (k) No vehicles used in the conduct of the medical marihuana home use may be parked, or otherwise kept at the premises, other than as are normal for use for domestic or household purposes.
- (l) No highly explosive or combustible material may be stored on the premises.
- (m) No offensive noise, vibration, smoke, dust, odor, heat or glare noticeable at or beyond the property line is permitted.
- (n) All medical marihuana plants must be contained in an enclosed, locked facility as that term is defined by Michigan law.
- (o) If medical marihuana plants are contained in an enclosed, locked facility that is located outdoors, the enclosed, locked facility must be:
 - (1) Located farther than one thousand (1000) feet from a school or library; and
 - (2) In compliance with all building and zoning regulations for accessory structures contained in Chapters 14 and 28 of this Code.
- (p) If the qualifying patient or primary caregiver is not the owner of the location of the medical marihuana home use, a notarized statement from the owner of the property authorizing use of the property as a medical marihuana home use must be obtained.
- (q) A medical marihuana home use must comply with all provisions of this Code.
- (r) A medical marihuana home use must comply with the Michigan Medical Marihuana Act and all other laws of the State of Michigan.
- (s) This section applies to every person engaging in the activities of a qualifying patient or primary caregiver at a medical marihuana home use regardless of whether or not his or her activities began before the enactment of this section.

Sec. 16-513. No other medical marihuana uses authorized.

Only the medical use of marihuana as defined in the MMMA is authorized in the City of Jackson. Medical marihuana use, growing and transfer shall only be permitted in the City if and in the manner expressly authorized in this Article.

Sec. 15-514. Penalty.

Any person violating any provision of this Article shall, upon conviction thereof, be punished according to the provisions of Section 1-18 of this Code. Each day that a violation is permitted to exist shall constitute a separate offense.

Sec. 16-515. Severability of ordinance.

If any section, subsection, sentence, clause, or phrase of this Article is for any reason held to be invalid, illegal, or otherwise unenforceable by a court of competent jurisdiction, the decision shall not affect the validity of the remaining portion of this Article.

Sec. 16-516. Inconsistent provisions repealed.

Ordinances or parts of ordinances in conflict with the provisions of this Article are hereby repealed.

Sec. 16-517. Savings clause.

All rights and duties that have matured, penalties that have been incurred, proceedings that have begun and prosecution for violations of law occurring before the effective date of this ordinance are not affected or abated by this ordinance.

Sec. 16-518. Reserved.

Section 3. This Ordinance takes effect thirty (30) days from the date of adoption.

ORDINANCE NO. 2013-_____

An ordinance amending Sections 16-510 through 16-514 of Chapter 16 of the Code of Ordinances and adding Sections 16-515 through 16-518 to Chapter 16 of the Code of Ordinances to provide for the health, welfare and safety of the citizens of the City of Jackson by permitting and regulating the growing and consumption of medical marihuana by patients registered and qualified to consume and grow medical marihuana by the Michigan Department of Community Health pursuant to the Michigan Medical Marihuana Act, and to further provide for regulations of locations at which registered primary caregivers may cultivate medical marihuana for qualifying patients.

THE PEOPLE OF THE CITY OF JACKSON ORDAIN:

Section 1. Purpose. The City Council adopts this ordinance to permit and regulate the growing and consumption of medical marihuana by patients registered and qualified to consume and grow medical marihuana by the Michigan Department of Community Health or its successor agency pursuant to the Michigan Medical Marihuana Act, and to further provide for regulations of locations at which registered primary caregivers may grow medical marihuana for their qualifying patients.

Section 2. That Article XVIII, Sections 16-510 through Section 16-518 of Chapter 16 of the Code of the City of Jackson be, and the same hereby are, amended to read as follows:

ARTICLE XVIII. MEDICAL MARIHUANA HOME USES.

Sec. 16-510. Medical Marihuana Home Uses.

The following words, terms and phrases, when used in this Article, shall have the meanings ascribed to them in this section, except where the context clearly indicates a different meaning:

Medical marihuana home use means either:

- (1) A dwelling where a qualifying patient grows or uses medical marihuana for his or her personal consumption in the privacy of the registered qualifying patient's primary residence, or
- (2) A dwelling or accessory structure where a registered primary caregiver grows medical marihuana in or at his or her primary residence for registered qualifying patients with whom the primary caregiver is connected to through the Michigan Department of Community Health or its successor agency.

MMMA refers to MCL §333.26421 *et. seq.*, known as the Michigan Medical Marihuana Act.

Primary caregiver means an individual as defined by the MMMA and as authorized by and registered through the Michigan Department of Community Health or its successor agency to grow and distribute medical marihuana for up to five (5) qualifying patients.

Primary residence means the one place where a person has his or her true, fixed and permanent home to which, whenever absent, he or she intends to return and that shall continue as a principal residence until another principal residence is established.

Qualifying patient means an individual, as defined by the MMMA, that has been diagnosed by a physician as having a medical condition alleviated by the use of medical marihuana, and who is registered through the Michigan Department of Community Health or its successor agency to cultivate and/or consume medical marihuana.

Sec. 16-511. No license required for medical marihuana home use.

No license from the City Clerk is required by either a qualifying patient or a primary caregiver to operate a medical marihuana home use.

Sec. 16-512. Requirements for medical marihuana home uses.

For purposes of a medical marihuana home use, the following shall apply:

- (a) A registered qualifying patient may grow twelve (12) marihuana plants for his or her personal use in his or her primary residence.
- (b) A primary caregiver may grow twelve (12) marihuana plants in his or her primary residence for each of up to five (5) registered qualifying patients with whom the primary caregiver is connected to through the Michigan Department of Community Health or its successor agency.
- (c) A primary caregiver also may grow twelve (12) marihuana plants for himself or herself if the primary caregiver is also a registered qualifying patient.
- (d) A primary caregiver may only transfer medical marihuana to a maximum of five (5) qualifying patients with whom the primary caregiver is connected to through the Michigan Department of Community Health or its successor agency.
- (e) Not more than twenty (20%) percent of the gross floor area of a dwelling unit can be used for a medical marihuana home use.
- (f) The principal use of the dwelling used for the medical marihuana home use must be residential occupancy and must be in actual use as such.

- (g) There shall be no on-site person-to-person transfers of medical marihuana on the premises of a primary caregiver, however a primary caregiver may deliver medical marihuana to the primary residence of his or her registered qualifying patients.
- (h) There can be no alteration to or activity at the exterior of the dwelling or yard that alters the residential character of the premises.
- (i) The medical marihuana home use must not generate a volume or character of pedestrian or vehicular traffic beyond that normally generated by homes in the residential neighborhood.
- (j) Only off-street parking facilities that are normal for residential use and located on the premises may be used.
- (k) No vehicles used in the conduct of the medical marihuana home use may be parked, or otherwise kept at the premises, other than as are normal for use for domestic or household purposes.
- (l) No highly explosive or combustible material may be stored on the premises.
- (m) No offensive noise, vibration, smoke, dust, odor, heat or glare noticeable at or beyond the property line is permitted.
- (n) All medical marihuana plants must be contained in an enclosed, locked facility as that term is defined by Michigan law.
- (o) If medical marihuana ~~is~~ plants are contained in an enclosed, locked facility that is located outdoors, the enclosed, locked facility must be:
 - (1) Located farther than one thousand (1000) feet from a school or library; and
 - (2) In compliance with all building and zoning regulations for accessory structures contained in Chapters 14 and 28 of this Code.
- (p) If the qualifying patient or primary caregiver is not the owner of the location of the medical marihuana home use, a notarized statement from the owner of the property authorizing use of the property as a medical marihuana home use must be obtained.
- (q) A medical marihuana home use must comply with all provisions of this Code.
- (r) A medical marihuana home use must comply with the Michigan Medical Marihuana Act and all other laws of the State of Michigan.
- (s) This section applies to every person engaging in the activities of a qualifying patient or primary caregiver at a medical marihuana home use regardless of whether or not his or her activities began before the enactment of this section.

Sec. 16-513. No other medical marihuana uses authorized.

Only the medical use of marihuana as defined in the MMMA is authorized in the City of Jackson. Medical marihuana use, growing and transfer shall only be permitted in the City if and in the manner expressly authorized in this Article.

Sec. 15-514. Penalty.

Any person violating any provision of this Article shall, upon conviction thereof, be punished according to the provisions of Section 1-18 of this Code. Each day that a violation is permitted to exist shall constitute a separate offense.

Sec. 16-515. Severability of ordinance.

If any section, subsection, sentence, clause, or phrase of this Article is for any reason held to be invalid, illegal, or otherwise unenforceable by a court of competent jurisdiction, the decision shall not affect the validity of the remaining portion of this Article.

Sec. 16-516. Inconsistent provisions repealed.

Ordinances or parts of ordinances in conflict with the provisions of this Article are hereby repealed.

Sec. 16-517. Savings clause.

All rights and duties that have matured, penalties that have been incurred, proceedings that have begun and prosecution for violations of law occurring before the effective date of this ordinance are not affected or abated by this ordinance.

Sec. 16-518. Reserved.

Section 3. This Ordinance takes effect thirty (30) days from the date of adoption.



Andrew J. Wrozek, Jr.
City Treasurer/City Clerk

161 W. Michigan Avenue - Jackson, MI 49201
Treasurer (517)788-4043 • Income Tax Office (517)788-4044 • Clerk (517) 788-4025

CITY COUNCIL MEETING
June 25, 2013

MEMO TO: Honorable Mayor and City Councilmembers
FROM: Andrew J. Wrozek, Jr., City Treasurer/City Clerk
SUBJECT: Adoption of Ordinance No. 2013.14

RECOMMENDATION:

Final adoption of Ordinance No. 2013.14 an ordinance amending Sections 18-151 through 18-159 to Chapter 18 of the Code of Ordinances to provide for the health, welfare and safety of the citizens of the City of Jackson by providing an exception to the possession or use of marihuana to qualifying patients and primary caregivers who are validly registered by the Michigan Department of Community Health or its successor agency pursuant to the Michigan Medical Marihuana Act.

Attached please find Ordinance 2013.14 approved by the Council at the June 11, 2013 meeting. Please consider adoption of the ordinance.

C: City Manager

ORDINANCE NO. 2013- 14

An ordinance amending Sections 18-151 through 18-159 to Chapter 18 of the Code of Ordinances to provide for the health, welfare and safety of the citizens of the City of Jackson by providing an exception to the possession or use of marihuana to qualifying patients and primary caregivers who are validly registered by the Michigan Department of Community Health or its successor agency pursuant to the Michigan Medical Marihuana Act.

THE PEOPLE OF THE CITY OF JACKSON ORDAIN:

Section 1. Purpose. The City Council adopts this ordinance to provide an exception to the possession or use of marihuana to qualifying patients and primary caregivers who are validly registered by the Michigan Department of Community Health or its successor agency pursuant to the Michigan Medical Marihuana Act.

Section 2. That Article VI, Division 2, Sections 18-151 through Section 18-158 of Chapter 18 of the Code of the City of Jackson be, and the same hereby are, amended to read as follows:

ARTICLE VI. OFFENSES AGAINST PUBLIC MORALS.

DIVISION 2. MARIHUANA AND DRUG PARAPHERNALIA.

Sec. 18-151. Definition.

The term "drug paraphernalia" as used in this division means any equipment, product or material of any kind or nature whatsoever which is used, intended for use or designed for use in planting, propagating, cultivating, producing, processing, preparing, testing, analyzing, packaging, repackaging, storing, containing, concealing, injecting, ingesting, inhaling or otherwise introducing into the human body a controlled substance as defined by the Controlled Substance Act (MCL 333.1701 et seq.), as amended.

Sec. 18-152. Purpose.

This division is enacted to preserve the health, safety, and welfare of the people of the city by regulating the possession or use of marihuana or the manufacture, sale, use, delivery, possession or distribution, or the attempt to manufacture, sell, use, deliver, possess or distribute drug paraphernalia.

Sec. 18-153. Possession of drug paraphernalia.

It is unlawful for any person, business entity or corporation to illegally use, or to possess with intent to illegally use, drug paraphernalia.

Sec. 18-154. Manufacture, sale, or delivery of drug paraphernalia.

It is unlawful for any person to sell, deliver, possess with intent to deliver or sell, or manufacture with intent to deliver or sell, drug paraphernalia.

Sec. 18-155. Advertisement of drug paraphernalia.

It is unlawful for any person to place in any newspaper, magazine, handbill, or other publication distributed in the city any advertisement, the purpose of which, in whole or in part, is to promote the sale of any object designed or intended for use as drug paraphernalia.

Sec. 18-156. Possession/use of marihuana.

No person shall knowingly and intentionally possess or use marihuana.

Sec. 18-157. Exemptions.

This division shall not apply to manufacturers, wholesalers, jobbers, licensed medical technicians, technologists, nurses, hospitals, research teaching institutions, clinical laboratories, medical doctors, osteopathic physicians, dentists, chiroprodists, veterinarians, law enforcement agencies, pharmacists and embalmers in the lawful course of business or professional activity, nor to persons suffering from any medical condition which requires administering prescribed medication. This division shall not apply to the possession of medical marihuana or paraphernalia used in connection with the medical use of marihuana by qualifying patients or primary caregivers, as those terms are defined in the Michigan Medical Marihuana Act, MCL 333.26421 et. seq., in the amounts of medical marihuana permitted under the Michigan Medical Marihuana Act, who have a valid medical marihuana registration issued by the Michigan Department of Community Health or its successor agency that permits the qualifying patient or primary caregiver to cultivate and/or consume medical marihuana.

Sec. 18-158. Penalty.

- (a) Any person convicted of a violation of any provision of this division shall be deemed guilty of a misdemeanor and shall be punished by a fine not to exceed five hundred dollars (\$500.00), or by imprisonment not to exceed ninety (90) days, or both. Each day a violation continues shall be considered a separate offense and may be punished accordingly.
- (b) When an individual who has not previously been convicted of an offense under this division or under any similar state or federal law pleads guilty or is found guilty of a violation hereof, the court, without entering a judgment of guilt, may

defer further proceedings and place the individual upon probation subject to whatever terms and conditions it deems appropriate.

- (c) Upon violation of a term or condition of such probation, the court may enter an adjudication of guilt and sentence the individual. Upon fulfillment of the terms and conditions of probation, the court shall discharge the individual and dismiss the proceedings. Discharge and dismissal under this section shall be without adjudication of guilt and is not a conviction for purposes of this section or for purposes of any disqualification or disability imposed by law upon conviction of a crime. There may be only one (1) discharge and dismissal under this section as to an individual. The police department records division shall retain a nonpublic record of an arrest and discharge or dismissal under this section. This record shall be furnished to a court or police agency upon request for the purpose of showing that a defendant in a criminal action involving the use of a controlled substance covered herein has previously utilized this section of the division.
- (d) If any individual is convicted of a violation of this division, the court, as part of the sentence, during the period of confinement or the period of probation, or both, may require the individual to attend a course of instruction or rehabilitation program on the medical, psychological, and social effects of the misuse of drugs. The court may order the individual to pay a fee for the instruction or program. Failure to complete the instruction or program shall be considered a violation of the terms of probation.

Sec. 18-159. Reserved.

Section 3. This Ordinance takes effect thirty (30) days from the date of adoption.



Andrew J. Wrozek, Jr.
City Treasurer/City Clerk

161 W. Michigan Avenue - Jackson, MI 49201
Treasurer (517)788-4043 • Income Tax Office (517)788-4044 • Clerk (517) 788-4025

CITY COUNCIL MEETING
June 25, 2013

MEMO TO: Honorable Mayor and City Councilmembers
FROM: Andrew J. Wrozek, Jr., City Treasurer/City Clerk
SUBJECT: Adoption of Ordinance No. 485

RECOMMENDATION:

Final adoption of Ordinance No. 485 an ordinance to establish compensation rates for administrative and supervisory employees of the City of Jackson.

Attached please find Ordinance 485 approved by the Council at the June 11, 2013 meeting.
Please consider adoption of the ordinance.

C: City Manager

ORDINANCE NO. 485

AN ORDINANCE TO ESTABLISH COMPENSATION RATES FOR
ADMINISTRATIVE AND SUPERVISORY EMPLOYEES OF THE
CITY OF JACKSON

THE CITY OF JACKSON ORDAINS:

Section 1: Definition. For purposes of this ordinance, the term “Administrative and Supervisory Employees” shall mean employees and appointive officials of the City of Jackson not covered by a current labor agreement, but excluding the City Manager, City Attorney, City Clerk and City Assessor.

Section 2: As of July 1, 2013, Administrative and Supervisory Employees shall be compensated on the basis of the annual salary rates shown on the attached “Schedule I, Administrative and Supervisory Employees Pay Rates,” according to the employee’s appropriate step rate within the Class Grade assigned the individual’s classification title under the Personnel Policy.

Section 3: Eligible employees must be actively employed by the City of Jackson thirty (30) days from the date of final adoption of this ordinance to be eligible for the new salary rate adjustment. The salary rate adjustments shall be retroactive to July 1, 2013. Employees whose wages are “red-circled” in accordance with Article XI – Compensation, Section XI-1 Salary Schedules of the Personnel Policy shall not receive annual increases granted by City Council ordinances for compensation to employees.

Section 4: Repeal. Ordinance 481 is hereby repealed as of July 1, 2013.

Section 5: This ordinance shall take effect thirty (30) days from the date of final adoption.

Adopted:

SCHEDULE I
ADMINISTRATIVE AND SUPERVISORY EMPLOYEES
PAY RATES

EFFECTIVE JULY 1, 2013 - 1.5%

Class Grade	Pay Basis	Minimum										Maximum
		Step 1	Step 1-1/2	Step 2	Step 3	Step 4	Step 5	Step 6	Step 7	Step 8	Step 9	
4	Annual	31,508	32,043	32,578	33,681	34,826	36,008	37,230	38,492	39,800	41,148	42,547
	Bi-Wkly	1,211.83	1,232.43	1,252.98	1,295.43	1,339.46	1,384.93	1,431.93	1,480.46	1,530.76	1,582.60	1,636.41
	Hourly	15.1479	15.4054	15.6623	16.1929	16.7433	17.3116	17.8991	18.5057	19.1346	19.7825	20.4551
5	Annual	33,313	33,879	34,445	35,608	36,812	38,061	39,346	40,682	42,058	43,481	44,954
	Bi-Wkly	1,281.25	1,303.05	1,324.80	1,369.55	1,415.83	1,463.88	1,513.33	1,564.68	1,617.62	1,672.34	1,729.02
	Hourly	16.0156	16.2881	16.5600	17.1194	17.6979	18.2985	18.9166	19.5586	20.2203	20.9042	21.6127
6	Annual	35,120	35,713	36,307	37,534	38,802	40,113	41,470	42,869	44,318	45,814	47,362
	Bi-Wkly	1,350.77	1,373.57	1,396.43	1,443.62	1,492.39	1,542.79	1,595.01	1,648.81	1,704.53	1,762.07	1,821.62
	Hourly	16.8846	17.1697	17.4553	18.0452	18.6549	19.2849	19.9376	20.6102	21.3067	22.0259	22.7703
7	Annual	37,127	37,758	38,390	39,698	41,048	42,446	43,887	45,383	46,923	48,521	50,174
	Bi-Wkly	1,427.95	1,452.24	1,476.53	1,526.84	1,578.77	1,632.52	1,687.96	1,745.50	1,804.71	1,866.18	1,929.76
	Hourly	17.8494	18.1530	18.4566	19.0854	19.7346	20.4066	21.0995	21.8187	22.5589	23.3273	24.1220
8	Annual	39,333	40,004	40,674	42,061	43,497	44,978	46,509	48,096	49,734	51,428	53,186
	Bi-Wkly	1,512.80	1,538.62	1,564.40	1,617.72	1,672.96	1,729.93	1,788.81	1,849.84	1,912.84	1,978.00	2,045.60
	Hourly	18.9100	19.2328	19.5550	20.2215	20.9120	21.6241	22.3601	23.1230	23.9106	24.7250	25.5700
9	Annual	40,742	41,515	42,290	43,898	45,565	47,296	49,092	50,965	52,897	54,907	56,996
	Bi-Wkly	1,566.98	1,596.74	1,626.54	1,688.39	1,752.49	1,819.09	1,888.17	1,960.18	2,034.49	2,111.81	2,192.16
	Hourly	19.5873	19.9592	20.3317	21.1048	21.9061	22.7386	23.6021	24.5022	25.4311	26.3977	27.4020
10	Annual	43,551	44,380	45,210	46,936	48,731	50,587	52,522	54,526	56,606	58,767	61,010
	Bi-Wkly	1,675.02	1,706.93	1,738.84	1,805.24	1,874.28	1,945.66	2,020.07	2,097.15	2,177.16	2,260.29	2,346.52
	Hourly	20.9378	21.3366	21.7355	22.5655	23.4285	24.3208	25.2508	26.2144	27.2145	28.2536	29.3315
11	Annual	46,359	47,239	48,118	49,947	51,839	53,807	55,850	57,968	60,168	62,453	64,823
	Bi-Wkly	1,783.06	1,816.88	1,850.71	1,921.04	1,993.81	2,069.51	2,148.08	2,229.53	2,314.14	2,402.05	2,493.18
	Hourly	22.2882	22.7110	23.1338	24.0130	24.9227	25.8689	26.8510	27.8691	28.9267	30.0256	31.1647
12	Annual	49,371	50,307	51,242	53,189	55,209	57,301	59,479	61,736	64,081	66,514	69,040
	Bi-Wkly	1,898.90	1,934.88	1,970.86	2,045.75	2,123.41	2,203.90	2,287.64	2,374.46	2,464.67	2,558.24	2,655.40
	Hourly	23.7363	24.1860	24.6358	25.5718	26.5426	27.5487	28.5955	29.6807	30.8084	31.9780	33.1925
13	Annual	52,578	53,583	54,587	56,671	58,830	61,078	63,406	65,827	68,338	70,947	73,652
	Bi-Wkly	2,022.22	2,060.89	2,099.50	2,179.65	2,262.68	2,349.16	2,438.70	2,531.79	2,628.38	2,728.75	2,832.76
	Hourly	25.2778	25.7611	26.2438	27.2457	28.2835	29.3645	30.4838	31.6474	32.8547	34.1093	35.4095

SCHEDULE I (CONTD)
ADMINISTRATIVE AND SUPERVISORY EMPLOYEES
PAY RATES

EFFECTIVE JULY 1, 2013 - 1.5% (Contd)

Class Grade	Pay Basis	Minimum										Maximum
		Step 1	Step 1-1/2	Step 2	Step 3	Step 4	Step 5	Step 6	Step 7	Step 8	Step 9	
14	Annual	55,793	56,853	57,913	60,118	62,404	64,778	67,235	69,799	72,453	75,208	78,068
	Bi-Wkly	2,145.88	2,186.65	2,227.42	2,312.22	2,400.13	2,491.45	2,585.98	2,684.58	2,786.67	2,892.60	3,002.60
	Hourly	26.8235	27.3331	27.8428	28.9028	30.0017	31.1431	32.3247	33.5572	34.8334	36.1575	37.5325
15	Annual	58,804	59,920	61,036	63,360	65,769	68,273	70,869	73,566	76,365	79,268	82,285
	Bi-Wkly	2,261.68	2,304.60	2,347.53	2,436.93	2,529.59	2,625.89	2,725.73	2,829.45	2,937.11	3,048.79	3,164.82
	Hourly	28.2709	28.8075	29.3441	30.4616	31.6198	32.8236	34.0716	35.3682	36.7138	38.1098	39.5603
16	Annual	61,813	62,989	64,165	66,606	69,140	71,771	74,496	77,330	80,275	83,328	86,497
	Bi-Wkly	2,377.43	2,422.65	2,467.88	2,561.78	2,659.23	2,760.42	2,865.24	2,974.24	3,087.50	3,204.92	3,326.81
	Hourly	29.7178	30.2832	30.8485	32.0223	33.2404	34.5052	35.8155	37.1780	38.5937	40.0615	41.5851
17	Annual	64,823	66,056	67,288	69,849	72,501	75,265	78,125	81,101	84,186	87,388	90,710
	Bi-Wkly	2,493.18	2,540.61	2,587.99	2,686.49	2,788.49	2,894.80	3,004.80	3,119.26	3,237.93	3,361.06	3,488.84
	Hourly	31.1647	31.7576	32.3499	33.5811	34.8561	36.1850	37.5600	38.9908	40.4742	42.0133	43.6105
18	Annual	68,035	69,333	70,631	73,329	76,128	79,035	82,055	85,189	88,445	91,822	95,329
	Bi-Wkly	2,616.73	2,666.66	2,716.58	2,820.35	2,928.00	3,039.83	3,155.96	3,276.50	3,401.74	3,531.62	3,666.49
	Hourly	32.7092	33.3332	33.9572	35.2544	36.6001	37.9978	39.4495	40.9563	42.5217	44.1452	45.8311
19	Annual	71,848	73,213	74,579	77,416	80,365	83,421	86,595	89,891	93,311	96,858	100,544
	Bi-Wkly	2,763.39	2,815.90	2,868.40	2,977.54	3,090.95	3,208.52	3,330.59	3,457.36	3,588.87	3,725.32	3,867.08
	Hourly	34.5423	35.1987	35.8551	37.2193	38.6368	40.1065	41.6324	43.2170	44.8609	46.5665	48.3385
20	Annual	75,661	77,105	78,548	81,542	84,650	87,878	91,230	94,710	98,322	102,069	105,964
	Bi-Wkly	2,910.04	2,965.57	3,021.09	3,136.22	3,255.76	3,379.94	3,508.86	3,642.67	3,781.61	3,925.73	4,075.54
	Hourly	36.3755	37.0696	37.7637	39.2028	40.6969	42.2492	43.8608	45.5334	47.2702	49.0716	50.9442
21	Annual	79,473	80,981	82,491	85,631	88,882	92,263	95,768	99,411	103,191	107,114	111,185
	Bi-Wkly	3,056.64	3,114.66	3,172.73	3,293.51	3,418.55	3,548.58	3,683.40	3,823.49	3,968.89	4,119.76	4,276.33
	Hourly	38.2080	38.9333	39.6591	41.1689	42.7319	44.3572	46.0425	47.7936	49.6111	51.4970	53.4541

A. **The City Manager, City Attorney, City Clerk, and City Assessor shall be compensated under separate contracts with the City Council.**



Andrew J. Wrozek, Jr.
City Treasurer/City Clerk

161 W. Michigan Avenue - Jackson, MI 49201
Treasurer (517)788-4043 • Income Tax Office (517)788-4044 • Clerk (517) 788-4025

CITY COUNCIL MEETING
June 25, 2013

MEMO TO: Honorable Mayor and City Councilmembers
FROM: Andrew J. Wrozek, Jr., City Treasurer/City Clerk
SUBJECT: Adoption of Ordinance No. 486

RECOMMENDATION:

Final adoption of Ordinance No. 486 an ordinance to establish compensation rates for certain appointed officials of the City of Jackson.

Attached please find Ordinance 486 approved by the Council at the June 11, 2013 meeting. Please consider adoption of the ordinance.

C: City Manager

ORDINANCE NO. 486

AN ORDINANCE TO ESTABLISH COMPENSATION RATES FOR CERTAIN
APPOINTED OFFICIALS OF THE CITY OF JACKSON

THE CITY OF JACKSON ORDAINS:

Section 1: Definition. For purposes of this ordinance, the term “Administrative and Supervisory Employees” shall mean the City Assessor of the City of Jackson.

Section 2: As of July 1, 2013, the Administrative and Supervisory Employee shall be compensated on the basis of the annual salary rates shown on the attached “Schedule II, Administrative and Supervisory Employees City Assessor Pay Rates,” according to the employee’s appropriate step rate within the Class Grade assigned the individual’s classification title under the Personnel Policy.

Section 3: Eligible employees must be actively employed by the City of Jackson thirty (30) days from the date of final adoption of this ordinance to be eligible for the new salary rate adjustment. The salary rate adjustments shall be retroactive to July 1, 2013. Employees whose wages are “red-circled” in accordance with Article XI – Compensation, Section XI-1 Salary Schedules of the Personnel Policy shall not receive annual increases granted by City Council ordinances for compensation to employees.

Section 4: Repeal. Ordinance 484 is hereby repealed as of July 1, 2013.

Section 5: This ordinance shall take effect thirty (30) days from the date of final adoption.

Adopted:

**SCHEDULE II
ADMINISTRATIVE AND SUPERVISORY EMPLOYEES
CITY ASSESSOR
PAY RATES**

EFFECTIVE JULY 1, 2013 - 1.5%

Class Grade	Pay Basis	Minimum									Maximum Step 10
		Step 1	Step 2	Step 3	Step 4	Step 5	Step 6	Step 7	Step 8	Step 9	
City	Annual	64,613	67,079	69,635	72,291	75,047	77,909	80,880	83,967	87,167	90,493
Assessor	Bi-Wkly	2,485.11	2,579.97	2,678.28	2,780.41	2,886.43	2,996.51	3,110.77	3,229.51	3,352.59	3,480.51
	Hourly	31.0639	32.2497	33.4785	34.7551	36.0804	37.4564	38.8847	40.3689	41.9074	43.5064

Draft 6.2013



Department of Public Works

161 W. Michigan Avenue - Jackson, MI 49201
Telephone: (517) 788-4170 — Facsimile: (877) 396-6309

CITY COUNCIL MEETING
JUNE 25, 2013

MEMO TO: Honorable Mayor and City Councilmembers
FROM: Patrick H. Burtch, City Manager
Todd Knepper, Department of Public Works *TSK*
SUBJECT: Request to Approve Budget Amendment for Fiscal Year 2012-2013

**RECOMMENDATION: Resolution amending the General Fund Property Tax Maintenance Budget
In the fiscal year 2012/13 Budget:**

**Increase the General Fund Property Tax Maintenance Budget \$10,000 for mowing
tax reverted lots.**

The Department of Public Works respectfully requests the following amendment to the fiscal year 2012/2013 budget:

General Fund – Property Tax Maintenance

Request to increase the Property Tax Maintenance Budget in the General Fund \$10,000 for lot maintenance. Funding for this activity will be appropriated from the General Fund surplus.

The attached budget amendment is requested to cover this expense for the 2012-2013 Budget Year.

Cc: Phil Hones, Finance Director
Steve Maga, Staff Accountant
Lucinda Schultz, Accounting Manager

RESOLUTION

BY THE CITY COUNCIL:

WHEREAS, Public Works is requesting funds to have contractor continue mowing tax reverted properties,
and

WHEREAS, there is sufficient surplus in the General Fund to cover the requested budget increases.

NOW, THEREFORE, BE IT RESOLVED, that the 2012/13 Budget is amended as follows:

General Fund

		<u>Increase</u>	<u>Decrease</u>
Revenues:			
101-000-699.000	Appropriation from Fund Balance	\$ 10,000	-
	Total Revenue:	\$10,000	
Expenditures:			
101-441-000-818.000	Property Tax Maintenance	\$10,000	-
	Total Expense:	\$10,000	

* * * * *

State of Michigan)
County of Jackson)ss
City of Jackson)

I, Andrew J. Wrozek Jr., City Treasurer/Clerk in and for the City of Jackson, County and State aforesaid, do hereby certify that the foregoing is a true and complete copy of a resolution adopted by the Jackson City Council on the 25th day of June, 2013.

IN WITNESS WHEREOF, I have hereto affixed my signature and the Seal of the City of Jackson, Michigan, on this 26th day of June, 2013.

Andrew J. Wrozek, Jr., City Treasurer/Clerk



Department of Public Works

161 W. Michigan - Jackson, MI 49201

Telephone: (517) 788-4170 — Facsimile: (877) 396-6309

CITY COUNCIL MEETING

June 25, 2012

MEMO TO: Honorable Mayor and City Councilmembers

FROM: Patrick Burtch, City Manager
Todd Knepper, Department of Public Works

SUBJECT: Utility Rates for Fiscal Year 2013-2014

RECOMMENDATIONS:

ADOPTING UTILITY RATES FOR WATER, WASTEWATER AND STORMWATER FOR FISCAL YEAR 2013-2014, WHICH ARE IN THE ATTACHED RESOLUTION.

Attached is a resolution recommending the utility rates for fiscal year 2013-2014. The utility rates for water and sewer have no rate increase for 2013-2014.

The storm water fee has no rate increase and is being reduced by 6% for 2013-2014. We are requesting that City Council adopt the proposed utility rates for fiscal year 2013-2014, listed in the attached resolution.

Cc: Phil Hones, Finance Director
Lucinda Schultz, Accounting Manager

RESOLUTION

BY THE CITY COUNCIL:

BE IT RESOLVED by the City Council, on June 25, 2013, pursuant to the authority conferred upon it by the Charter of the City of Jackson, Chapter 27, Article IV, Section 27-107 and 27-108 and Article VI, Section 27-186 of the City Code, that the rate schedules for FY 2013-14 for all user charges billed by the City of Jackson Utility Billing Office shall be Effective for all water, wastewater and stormwater billings after June 30, 2013, as follows:

1. Utility bills for water and wastewater shall be based on quarterly meter readings and billed quarterly except that commercial and industrial bills may, at the discretion of the City Manager, be based on monthly meter readings and billed monthly. The stormwater portion of the utility bill shall be a flat rate for residential and based on EHA for nonresidential.

2. For the purpose of reading meters and rendering bills for service the City Manager, shall divide the City into three districts of approximately equal size, plus a fourth district which includes commercial and industrial accounts. The reading, billing and due date of the four districts being as follows:

<u>District</u>	<u>Read & Billing</u>	<u>Due Date</u>	<u>Past Due & Final Notice</u>	<u>Non-Pay** Shut-off</u>
No. 1	January April *July *October	February 20 May 20 August 20 November 20	March June September December	April 7 July 7 October 7 January 7
No. 2	February May *August *November	March 20 June 20 September 20 December 20	April July October January	May 7 August 7 November 7 February 7
No. 3	March *June *September December *(Summer Sewer Average September to March)	April 20 July 20 October 20 January 20	May August November February	June 7 September 7 December 7 March 7
No. 4	Monthly	Monthly	Monthly	Monthly **(60 days past due)

*Wastewater service bills for the six-month summer period for residential customers shall be based on the average volume of wastewater service used during the six month winter period.

**Non-pay shutoffs will begin after the 6th day of the month or after the bill is thirty (30) days past due. (See paragraph 11 of this resolution.)

RESIDENTIAL, COMMERCIAL AND INDUSTRIAL USERS

3. City water service charges will be based on the following rate schedules:

a. Billing Charge:

All user classifications shall be subject to a billing charge for meter reading and bill processing. The user's billing charge is set forth as follows:

FY 2012-13	FY 2013-14
\$3.36 per billing	\$3.36 per billing

b. Readiness Charge:

All user classifications shall be subject to a readiness charge for recovering capital improvement costs. The user's readiness charge shall be based upon the meter size. Rates for each user classification are set forth as follows:

<u>Meter Size</u>	<u>FY 2012-13</u> <u>Daily Charge</u>	<u>FY 2013-14</u> <u>Daily Charge</u>
5/8"	0.18135	0.18135
3/4"	0.27202	0.27202
1"	0.45337	0.45337
1 1/2"	0.90674	0.90674
2"	1.45078	1.45078
3"	2.72023	2.72023
3" Turbine	3.17360	3.17360
4"	4.53371	4.53371
4" Turbine	5.44045	5.44045
6"	9.06741	9.06741
6" Turbine	11.33427	11.33427
8"	14.50786	14.50786
10" Turbine	26.29551	26.29551

c. Commodity Charge:

All user classifications shall be subject to a commodity charge to cover the costs of distribution system operation and maintenance, and the replacement of equipment. The user's commodity charge will be based upon the volume of water used during the current billing period. The commodity rate is set forth as follows:

Monthly Commodity Rates:	FY 2012-13	FY 2013-14
for the first 10,000 cu.ft./mo.	\$2.40/100 cu.ft.	\$2.40/100 cu.ft.
for the next 90,000 cu.ft./mo.	1.83/100 cu.ft.	1.83/100 cu.ft.
for the next 900,000 cu.ft./mo.	1.17/100 cu.ft.	1.17/100 cu.ft.
for all over 2,000,000 cu.ft./mo.	1.08/100 cu.ft.	1.08/100 cu.ft.
Quarterly Commodity Rate:	\$2.40/100 cu.ft.	\$2.40/100 cu.ft.

4. Automatic sprinkling system and/or other unmetered fire service connections for lines which are directly connected to the City water distribution system shall be subject to the following “ready-to-serve” charges:

	FY 2012-13	FY 2013-14
2-inch or smaller	\$25 per year	\$25 per year
4-inch	50 per year	50 per year
6-inch	100 per year	100 per year
8-inch	125 per year	125 per year
Over 8-inch	150 per year	150 per year

This service is available to metered water customers only.

OUTSIDE THE CITY WATER RATES

5. Persons, firms or corporations owning or occupying premises outside the City of Jackson which receive their water supply from the City water distribution system not otherwise covered by contract, shall be subject to double rates, except that:

- a. Charges as are required above for ready-to-serve fire sprinkler connections or other unmetered fire service connections shall be the same regardless of whether the property is inside or outside the City limits; and
- b. Single rate charges shall apply to any publicly owned facilities operated within a public park, a portion of which is within the City’s borders.

INSIDE THE CITY WASTEWATER RATES FOR RESIDENTIAL, COMMERCIAL AND INDUSTRIAL USERS

6. City wastewater service charges shall be based upon the following schedules:

a. Billing Charge:

All user classifications shall be subject to a billing charge for meter reading and bill processing and other customer services. The user's billing charge is set forth as follows:

FY 2012-13	FY 2013-14
\$4.92 per billing	\$4.92 per billing

b. Commodity Charge:

All user classifications shall be subject to a commodity charge for recovering the costs of sewer system operation and maintenance, and replacement of equipment. The user's commodity charge shall be based on the volume of wastewater discharged during the current billing period, with the exception of residential summer sewer averages which will be based upon the average six (6) month's previous winter usage, and the rate is set forth as follows:

FY 2012-13	FY 2013-14
\$1.41 per 100 cu.ft.	\$1.41 per 100 cu.ft.

c. Readiness Charge:

All user classifications shall be subject to a readiness charge for recovering capital improvement costs. The user's readiness charge shall be based upon the meter size. Rates for each user classification are set forth as follows:

<u>Meter Size</u>	FY 2012-13		FY 2013-14	
	Daily Charge	OCDR*	Daily Charge	OCDR*
5/8"	0.04311	0.08623	0.04311	0.08623
3/4"	0.06467	0.12934	0.06467	0.12934
1"	0.10778	0.21557	0.10778	0.21557
1 1/2"	0.21557	0.43113	0.21557	0.43113
2"	0.34490	0.68981	0.34490	0.68981
3"	0.64670	1.29339	0.64670	1.29339
3" Turbine	0.75448	1.50896	0.75448	1.50896
4"	1.07783	2.15565	1.07783	2.15565
4" Turbine	1.29339	2.58678	1.29339	2.58678
6"	2.15565	4.31130	2.15565	4.31130
6" Turbine	2.69456	5.38913	2.69456	5.38913
8"	3.44904	6.89808	3.44904	6.89808
10" Turbine	6.25139	12.50277	6.25139	12.50277

*Outside City Double Rate

7. Extra strength charges apply to all users - residential, commercial and industrial. For recovering the cost of treating wastewater which is permitted for discharge into the City wastewater treatment facilities, but which has extra strength properties, a surcharge shall be assessed upon the user as follows for both FY 2012-13 & FY 2013-14:

- a. \$0.1079 per pound of suspended solids when suspended solids concentration is greater than 250 mg/l.
- b. \$0.1526 per pound of BOD₅ when the BOD₅ concentration is greater than 250 mg/l
- c. \$0.6446 per pound of TKN when the TKN concentration is greater than 40 mg/l.
- d. \$2.2760 per pound of total phosphorus when the total phosphorus concentration is greater than 10 mg/l.

OUTSIDE THE CITY WASTEWATER RATES

8. Persons, firms or corporations owning or occupying premises outside the City of Jackson which discharge wastewater to the City wastewater treatment facilities, not otherwise covered by a service agreement, shall be subject to service charges as follows:

a. If the discharge passes through the City’s wastewater collection system prior to treatment and the individual user has a City-read meter, the service charges shall be the same as the City service charges set forth in paragraphs 6 and 7 of this resolution, except that the readiness to serve charge, to cover the user’s share of the debt service, shall be double that for City users.

b. If the discharge passes through the City’s wastewater collection system and is unmetered, the service charges shall be determined by the following:

	FY 2012-13	FY 2013-14
Commodity charge per facility unit of:	\$37.97 per quarter	\$37.97 per quarter
Billing charge of:	\$4.92 per bill	\$4.92 per bill

Plus double the City readiness charge for the equivalent size meter. (For unmetered accounts inside the City, the readiness charge will equal the City rate.)

* For purpose of this resolution, a “facility unit” means the amount of wastewater discharge from a residential dwelling. The City Manager may determine the number of facility units attributable to a service according to standard discharges from wastewater contributors therein.

OTHER CHARGES

9. Additional charges equal to the actual expense incurred by the City shall be billed to and paid by any user when it is necessary to collect and analyze wastewater samples discharged by the user, to remove or treat prohibited material discharged by the user, or to clean or repair wastewater facilities or any part thereof as a result of the user's discharge.

10. All water and wastewater bills shall be subject to a late charge of 10 percent if payment is not received in the office of the City Treasurer on or before the due date thereof.

11. In case any person shall, for the space of thirty (30) days after its water and wastewater service bill has become due and payable, refuse or neglect to pay the same, it shall be the duty of the City Manager to cause the water and/or wastewater service to be discontinued. Service shall not be restored until all arrears in water and wastewater service charges are paid in full, together with Thirty and 00/100 Dollars (\$30.00) to cover expenses of office and/or field procedures associated with final notices for shutting off and/or turning on the water. The \$30.00 charge will also be assessed when the Department attempts but is unable to turn the water off after the account is 30 days in arrears. If the turn on is not during regular working hours, the cost will include both the Thirty and 00/100 (\$30.00) charge plus the charge for overtime calls made by the Water Department. All past due water and wastewater bills shall be collected as provided by law.

12. In the event the City adds an interest/late charge to any unpaid delinquent invoice for water and wastewater related services, it shall be added as an assessable cost when and if said invoice is placed on a special assessment roll by the City Clerk.

STORM WATER USER FEES

13. City stormwater service charges will be based on the following rate schedule:

a. Residential Charge:

All residential units (detached single family homes up to and including 4 units) shall be charged a flat rate. The user's billing charge is set forth as follows:

FY 2012-13	FY 2013-14
\$7.50 per billing	\$7.05 per billing

b. Non-Residential Charge:

All non-residential properties shall be charged a rate which is multiplied by their EHA units. The user's billing charge is set forth as follows:

FY 2012-13	FY 2013-14
\$2.50 per EHA per billing	\$2.35 per EHA per billing

The method for calculating the EHA is defined in the City's Stormwater Management Manual. Stormwater user fee credits are also defined in the Manual.

14. This resolution, upon its effective date, shall supersede and repeal all prior resolutions establishing or amending water and wastewater service charges to the extent each conflicts herewith.

15. This resolution shall take effect July 1, 2013, provided it has been published in accordance with the provisions of Chapter 27 of the Code of the City of Jackson.

* * * * *

COUNTY OF JACKSON) ss
CITY OF JACKSON)

I, Andrew J. Wrozek, Jr., City Treasurer/Clerk in and for the City of Jackson, County and State aforesaid, do hereby certify that the foregoing is a true and complete copy of a resolution adopted by the City Council on June 25th, 2013.

IN WITNESS WHEREOF, I have hereto affixed my signature and the seal of the City of Jackson, Michigan, this 26th day of June, 2013.

Andrew J. Wrozek, Jr., City Treasurer/Clerk

Effective for all water billings after June 30, 2013

Blackman water service charges will be based on the following rate schedules:

a. Billing Charge: (City rate x 160%) (60% forwarded to Blackman Township)

All user classifications shall be subject to a billing charge for meter reading and bill processing. The user's billing charge is set forth as follows:

FY 2012-13	FY 2013-14
\$5.38 per billing	\$5.38 per billing

b. Readiness Charge: (City rates x 160%) (60% forwarded to Blackman Township)

All user classifications shall be subject to a readiness charge for recovering capital improvement costs. The user's readiness charge shall be based upon the meter size. Rates for each user classification are set forth as follows:

<u>Meter Size</u>	<u>FY 2012-13 Daily Charge</u>	<u>FY 2013-14 Daily Charge</u>
5/8"	0.29016	0.29016
3/4"	0.43524	0.43524
1"	0.72540	0.72540
1 1/2"	1.45078	1.45078
2"	2.32126	2.32126
3"	4.35236	4.35236
3" Turbine	5.07776	5.07776
4"	7.25394	7.25394
4" Turbine	8.70472	8.70472
6"	14.50786	14.50786
6" Turbine	18.13484	18.13484
8"	23.21258	23.21258
10" Turbine	42.07282	42.07282

c. Commodity Charge: (City rates x 125%)

All user classifications shall be subject to a commodity charge to cover the costs of distribution system operation and maintenance, and the replacement of equipment. The user's commodity charge will be based upon the volume of water used during the current billing period. The commodity rate is set forth as follows:

Monthly Commodity Rates:	FY 2012-13	FY 2013-14
for the first 10,000 cu.ft./mo.	\$3.01/100 cu.ft.	\$3.01/100 cu.ft.
for the next 90,000 cu.ft./mo.	2.29/100 cu.ft.	2.29/100 cu.ft.
for the next 900,000 cu.ft./mo.	1.47/100 cu.ft.	1.47/100 cu.ft.
for all over 2,000,000 cu.ft./mo.	1.35/100 cu.ft.	1.35/100 cu.ft.
Quarterly Commodity Rate:	\$3.01/100 cu.ft.	\$3.01/100 cu.ft.

Effective for all water billings after June 30, 2013

Leoni water service charges will be based on the following rate schedules:

a. Billing Charge: (City rate x 175%) (75% forwarded to Leoni Township)

All user classifications shall be subject to a billing charge for meter reading and bill processing. The user's billing charge is set forth as follows:

FY 2012-13	FY 2013-14
\$5.88 per billing	\$5.88 per billing

b. Readiness Charge: (City rates x 175%) (75% forwarded to Leoni Township)

All user classifications shall be subject to a readiness charge for recovering capital improvement costs. The user's readiness charge shall be based upon the meter size. Rates for each user classification are set forth as follows:

<u>Meter Size</u>	<u>FY 2012-13</u> <u>Daily Charge</u>	<u>FY 2013-14</u> <u>Daily Charge</u>
5/8"	0.31753	0.31753
3/4"	0.47630	0.47630
1"	0.79348	0.79348
1 1/2"	1.58697	1.58697
2"	2.53887	2.53887
3"	4.76057	4.76057
3" Turbine	5.55405	5.55405
4"	7.93416	7.93416
4" Turbine	9.52079	9.52079
6"	15.86798	15.86798
6" Turbine	19.83506	19.83506
8"	25.38876	25.38876
10" Turbine	46.01731	46.01731

c. Commodity Charge: (City rates x 175%)

All user classifications shall be subject to a commodity charge to cover the costs of distribution system operation and maintenance, and the replacement of equipment. The user's commodity charge will be based upon the volume of water used during the current billing period. The commodity rate is set forth as follows:

Monthly Commodity Rates:	FY 2012-13	FY 2013-14
for the first 10,000 cu.ft./mo.	\$4.21/100 cu.ft.	\$4.21/100 cu.ft.
for the next 90,000 cu.ft./mo.	3.20/100 cu.ft.	3.20/100 cu.ft.
for the next 900,000 cu.ft./mo.	2.05/100 cu.ft.	2.05/100 cu.ft.
for all over 2,000,000 cu.ft./mo.	1.89/100 cu.ft.	1.89/100 cu.ft.
Quarterly Commodity Rate:	\$4.21/100 cu.ft.	\$4.21/100 cu.ft.

- B -

Summit water service charges will be based on the following rate schedules:

a. Billing Charge: (Same as City rate)

All user classifications shall be subject to a billing charge for meter reading and bill processing. The user's billing charge is set forth as follows:

FY 2012-13 \$3.36 per billing	FY 2013-14 \$3.36 per billing
----------------------------------	----------------------------------

b. Readiness Charge: (Same as City rate)

All user classifications shall be subject to a readiness charge for recovering capital improvement costs. The user's readiness charge shall be based upon the meter size. Rates for each user classification are set forth as follows:

<u>Meter Size</u>	<u>FY 2012-13 Daily Charge</u>	<u>FY 2013-14 Daily Charge</u>
5/8"	0.18135	0.18135
3/4"	0.27202	0.27202
1"	0.45337	0.45337
1 1/2"	0.90674	0.90674
2"	1.45078	1.45078
3"	2.72023	2.72023
3" Turbine	3.17360	3.17360
4"	4.53371	4.53371
4" Turbine	5.44045	5.44045
6"	9.06741	9.06741
6" Turbine	11.33427	11.33427
8"	14.50786	14.50786
10" Turbine	26.29551	26.29551

c. Commodity Charge: (City rates x 137.5%)

All user classifications shall be subject to a commodity charge to cover the costs of distribution system operation and maintenance, and the replacement of equipment. The user's commodity charge will be based upon the volume of water used during the current billing period. The commodity rate is set forth as follows:

Monthly Commodity Rates:	FY 2012-13	FY 2013-14
for the first 10,000 cu.ft./mo.	\$3.31/100 cu.ft.	\$3.31/100 cu.ft.
for the next 90,000 cu.ft./mo.	2.51/100 cu.ft.	2.51/100 cu.ft.
for the next 900,000 cu.ft./mo.	1.61/100 cu.ft.	1.61/100 cu.ft.
for all over 2,000,000 cu.ft./mo.	1.49/100 cu.ft.	1.49/100 cu.ft.
Quarterly Commodity Rate:	\$3.31/100 cu.ft.	\$3.31/100 cu.ft.

As noted in paragraph 5 of this resolution, all users owning or occupying premises outside the City of Jackson which receive their water supply from the City water distribution system, not otherwise covered by contract, shall be subject to double rates.

Outside City water rates will be based on the following rate schedules:

a. Billing Charge: (City rate x 200%)

All user classifications shall be subject to a billing charge for meter reading and bill processing. The user's billing charge is set forth as follows:

FY 2012-13	FY 2013-14
\$6.71 per billing	\$6.71 per billing

b. Readiness Charge: (City rates x 200%)

All user classifications shall be subject to a readiness charge for recovering capital improvement costs. The user's readiness charge shall be based upon the meter size. Rates for each user classification are set forth as follows:

<u>Meter Size</u>	<u>FY 2012-13 Daily Charge</u>	<u>FY 2013-14 Daily Charge</u>
5/8"	0.36269	0.36269
3/4"	0.54405	0.54405
1"	0.90674	0.90674
1 1/2"	1.81349	1.81349
2"	2.90158	2.90158
3"	5.44045	5.44045
3" Turbine	6.34719	6.34719
4"	9.06741	9.06741
4" Turbine	10.88090	10.88090
6"	18.13484	18.13484
6" Turbine	22.66854	22.66854
8"	29.01574	29.01574
10" Turbine	52.59101	52.59101

c. Commodity Charge: (City rates x 200%)

All user classifications shall be subject to a commodity charge to cover the costs of distribution system operation and maintenance, and the replacement of equipment. The user's commodity charge will be based upon the volume of water used during the current billing period. The commodity rate is set forth as follows:

Monthly Commodity Rates:	FY 2012-13	FY 2013-14
for the first 10,000 cu.ft./mo.	\$4.80/100 cu.ft.	\$4.80/100 cu.ft.
for the next 90,000 cu.ft./mo.	3.65/100 cu.ft.	3.65/100 cu.ft.
for the next 900,000 cu.ft./mo.	2.34/100 cu.ft.	2.34/100 cu.ft.
for all over 2,000,000 cu.ft./mo.	2.16/100 cu.ft.	2.16/100 cu.ft.
Quarterly Commodity Rate:	\$4.80/100 cu.ft.	\$4.80/100 cu.ft.

Mich. Dept. of Corrections water service charges will be based on the following rate schedules:

a. Billing Charge: (City rate x 160%) (60% forwarded to Blackman Township)

All user classifications shall be subject to a billing charge for meter reading and bill processing. The user's billing charge is set forth as follows:

FY 2012-13	FY 2013-14
\$5.38 per billing	\$5.38 per billing

b. Readiness Charge: (City rates x 160%) (60% forwarded to Blackman Township)

All user classifications shall be subject to a readiness charge for recovering capital improvement costs. The user's readiness charge shall be based upon the meter size. Rates for each user classification are set forth as follows:

<u>Meter Size</u>	<u>FY 2012-13 Daily Charge</u>	<u>FY 2013-14 Daily Charge</u>
5/8"	0.29016	0.29016
3/4"	0.43524	0.43524
1"	0.72540	0.72540
1 1/2"	1.45078	1.45078
2"	2.32126	2.32126
3"	4.35236	4.35236
3" Turbine	5.07776	5.07776
4"	7.25394	7.25394
4" Turbine	8.70472	8.70472
6"	14.50786	14.50786
6" Turbine	18.13484	18.13484
8"	23.21258	23.21258
10" Turbine	42.07282	42.07282

c. Commodity Charge: (City rates)

All user classifications shall be subject to a commodity charge to cover the costs of distribution system operation and maintenance, and the replacement of equipment. The user's commodity charge will be based upon the volume of water used during the current billing period. The commodity rate is set forth as follows:

Monthly Commodity Rates:	FY 2012-13	FY 2013-14
for the first 10,000 cu.ft./mo.	\$2.40/100 cu.ft.	\$2.40/100 cu.ft.
for the next 90,000 cu.ft./mo.	1.83/100 cu.ft.	1.83/100 cu.ft.
for the next 900,000 cu.ft./mo.	1.17/100 cu.ft.	1.17/100 cu.ft.
for all over 2,000,000 cu.ft./mo.	1.08/100 cu.ft.	1.08/100 cu.ft.



Neighborhood & Economic Operations

Building a Stronger Jackson

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(517) 788-4012

Code Enforcement
(517) 788-4060

Engineering
(517) 788-4160

Planning & Economic Development
(517) 768-6433

CITY COUNCIL MEETING June 25, 2013

TO: Honorable Mayor and City Councilmembers

FROM: Patrick H. Burtch, City Manager
Jon H. Dowling, P.E., City Engineer

SUBJECT: Change to Consumers Energy Standard Streetlighting Contract

RECOMMENDATION: To Approve the Resolutions for Changes to Consumers Energy Standard Streetlighting Contract and Authorize the Mayor and City Treasurer/Clerk to Sign the Appropriate Documents.

The City has requested that Consumers Energy install 11 new lights in the City. Also, as part of the work around the Commonwealth Commerce Center, a damaged mercury vapor light was found and is being replaced with a high pressure sodium streetlight.

Attached is the Authorization for Change in Standard Streetlighting Contract from Consumers Energy for this work. A Consumers Energy resolution authorizing these changes is also attached.

We request the approval of the changes to the Consumers Energy Standard Streetlighting Contract and the authorization for the Mayor and City Treasurer/Clerk to sign the appropriate documents.

JHD:sms

Cc: Andrew J. Wrozek, Jr., City Treasurer/Clerk
Troy R. White, P.E., Senior Civil Engineer
Robert Dietz, Parking Manager/Engineering Assistant

AUTHORIZATION FOR CHANGE IN STANDARD LIGHTING CONTRACT (COMPANY-OWNED)

Consumers Energy Company is authorized as of June 3,2013, by the City of Jackson, to make changes, as listed below, in the lighting system(s) covered by the existing Standard Lighting Contract between the Company and the City of Jackson, dated October 1,2010.

- General Service Unmetered Lighting Rate GUL, Standard High Intensity Discharge as identified in Exhibit A.
- General Unmetered Experimental Lighting Rate GU-XL as identified in Exhibit B.

Notification Number 1019703275

Construction Work Order Number _____

Except for the changes in the lighting system(s) as herein authorized, all provisions of the aforesaid Standard Lighting Contract dated October 1,2010, shall remain in full force and effect.

By: _____
Its Mayor

This Agreement may be executed and delivered in counterparts, including by a facsimile or an electronic transmission thereof, each of which shall be deemed an original. Any document generated by the parties with respect to this Agreement, including this Agreement, may be imaged and stored electronically and introduced as evidence in any proceeding as if original business records. Neither party will object to the admissibility of such images as evidence in any proceeding on account of having been stored electronically.

RESOLUTION

RESOLVED, that it is hereby deemed advisable to authorize Consumers Energy Company to make changes in the lighting service as provided in the Standard Lighting Contract between the Company and the City Village Township of Jackson, dated October 1, 2010, in accordance with the Authorization for Change in Standard Lighting Contract dated as of June 3, 2013, heretofore submitted to and considered by this Commission Council Board; and

RESOLVED, further, that the City Clerk be and are authorized to execute such authorization for change on behalf of the City Village Township.

STATE OF MICHIGAN)
) ss
COUNTY OF Jackson)

I, _____, Clerk of the City Village Township of Jackson do hereby certify that the foregoing resolution was duly adopted by the Commission Council Board of said municipality, at the meeting held on _____.

 City Village Township Clerk

Dated:



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(517) 788-4160

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(517) 768-6433

CITY COUNCIL MEETING June 25, 2013

TO: Honorable Mayor and City Councilmembers

FROM: Patrick H. Burtch, City Manager
Jon H. Dowling, P.E., City Engineer

SUBJECT: Resolution for Approval of MDOT for Signal Installations

RECOMMENDATION: Approval of resolution for cost agreements with the Michigan Department of Transportation for signal installations, and authorization for the Mayor and City Treasurer/Clerk to execute the appropriate contract documents.

Attached are resolutions to enter into a cost agreement with the Michigan Department of Transportation for traffic signals which are being installed at the following locations:

LOCATION:	YEAR INSTALLED	COST SPLIT: (MDOT/CITY)
I-94-BL/M-50/US-127BR (Washington) EB at Jackson St.	2013	50/50
I-94-BL/M-50/US-127BR (Washington) EB at Blackstone St.	2013	50/50
I-94-BL/M-50/US-127BR (Washington) EB at Mechanic St.	2013	50/50
I-94-BL/M-50/US-127BR (Washington) EB at First St.	2013	50/50
I-94-BL/M-50/US-127BR (Glick) WB at Jackson St.	2013	50/50
I-94-BL/M-50/US-127BR (Glick) WB at Blackstone St.	2013	50/50
I-94-BL/M-50/US-127BR (Glick) WB at Wildwood Ave.	2013	50/50
I-94-BL (Michigan) at Meijer/McDonalds drives	2013	100/0

MDOT has prepared Cost Agreements and is requesting City Council approval with signatures on the Cost Agreements. These agreements are for the above stated split for the maintenance at these intersections.

We are requesting approval of the Cost Agreements with the Michigan Department of Transportation be placed on the Council agenda, and the Mayor and City Treasurer/Clerk be authorized to sign the appropriate contract documents.

Please do not hesitate to contact us if you should have any questions.

JHD:sms

c Andrew J. Wrozek, Jr., City Treasurer/Clerk
Troy R. White, P.E., Senior Civil Engineer

RESOLUTION

By the City Council:

WHEREAS, the Michigan Department of Transportation (MDOT) is installing signals at the following locations:

LOCATION:	YEAR INSTALLED	COST SPLIT: (MDOT/CITY)
I-94-BL/M-50/US-127BR (Washington) EB at Jackson St.	2013	50/50
I-94-BL/M-50/US-127BR (Washington) EB at Blackstone St.	2013	50/50
I-94-BL/M-50/US-127BR (Washington) EB at Mechanic St.	2013	50/50
I-94-BL/M-50/US-127BR (Washington) EB at First St.	2013	50/50
I-94-BL/M-50/US-127BR (Glick) WB at Jackson St.	2013	50/50
I-94-BL/M-50/US-127BR (Glick) WB at Blackstone St.	2013	50/50
I-94-BL/M-50/US-127BR (Glick) WB at Wildwood Ave.	2013	50/50
I-94-BL (Michigan) at Meijer/McDonalds drives	2013	100/0

and

WHEREAS, Michigan Department of Transportation has prepared Cost Agreements; and

WHEREAS, the City of Jackson is performing maintenance work on these traffic signals; and

WHEREAS, the cost of maintenance work will be shared by the City and the Michigan Department of Transportation, except for Michigan at Meijer/McDonalds; and

WHEREAS, the cost of maintenance work for the Michigan at Meijer/McDonalds signal will be the responsibility of the Michigan Department of Transportation, Meijer and McDonalds.

NOW THEREFORE BE IT RESOLVED, that the City of Jackson accepts the cost agreement between the Michigan Department of Transportation and the City; and

BE IT FURTHER RESOLVED, that the Mayor and City Clerk be authorized to sign the cost agreements for traffic signal control as prepared by Michigan Department of Transportation.

* * * *

State of Michigan)
County of Jackson)ss
City of Jackson)

I, Andrew J. Wrozek, Jr., City Treasurer/Clerk, in and for the City of Jackson, County and State aforesaid, do hereby certify that the foregoing is a true and complete copy of a resolution adopted by the Jackson City Council on the 25th day of June, 2013.

IN WITNESS WHEREOF, I have hereto affixed my signature and the Seal of the City of Jackson, Michigan, on this 26th day of June, 2013.

Andrew J. Wrozek, Jr., City Treasurer/Clerk



MICHIGAN DEPARTMENT OF TRANSPORTATION
COST AGREEMENT FOR TRAFFIC SIGNAL CONTROL

Lansing Region
 District TSC
 County

This Agreement Cancels and Supercedes All Previous Cost Agreements AND is terminable on thirty days notice by any party.

LOCATION Modernization Traffic Signal
 I-94BL/M-50/US-127BR (WASHINGTON) EB @ JACKSON ST.
 JACKSON Jackson County

Typed Date 05/10/2013
 Work Auth No. 16658
 MDOT Plan No. 38083-01-018
 Installation Date

* Under authority of state law and by virtue of resolutions formally adopted by their respective governing bodies (and herein submitted), the undersigned hereby agree to participate in the cost of installation, maintenance and operation of the above traffic signal control on the basis of the division of costs as determined by the provision of applicable statutes. Details of installation are as shown on attached Michigan Department of Transportation plan dated 02/12/2013 .
 Title to equipment shall remain with the purchasing agency, and the proper credit of salvaged value shall be issued to all parties upon removal of the equipment, in proportion to their share of original cost.

PARTICIPATION

AGENCY	(BY CONTRACT)	INSTALLATION		MAINTENANCE	
		Per Cent	Estimated Cost	Per Cent	Estimated Annual Cost
Dept of Transportation 38083		0 %		50 %	\$348
JACKSON	City	0 %		50 %	\$348
Total		0 %		100 %	\$696

It is further agreed that the agency responsible for handling bills and/or leased line interconnection billings shall be MDOT

It is further agreed that the agency responsible for performing signal maintenance type D shall be City of JACKSON

		For Michigan Department of Transportation use ONLY.
APPROVED: City of JACKSON Date _____ _____ (Title of Authorized Official)	APPROVED: Date _____ By _____ _____ (Title of Authorized Official)	APPROVED: By _____ Engineer of Operations Date _____
APPROVED: Date _____ _____ (Title of Authorized Official)	APPROVED: Date _____ By _____ _____ (Title of Authorized Official)	SIGNED: MICHIGAN DEPARTMENT OF TRANSPORTATION By _____ Deputy Director, Field Services Date _____

* Two copies of resolution must be submitted with this form.



MICHIGAN DEPARTMENT OF TRANSPORTATION
COST AGREEMENT FOR TRAFFIC SIGNAL CONTROL

Lansing Region
 District TSC
 County

This Agreement Cancels and Supercedes All Previous Cost Agreements AND is terminable on thirty days notice by any party.

LOCATION Modernization Traffic Signal
 I-94BL/M-50/US-127BR (WASHINGTON) EB @ BLACKSTONE ST.
 JACKSON Jackson County

Typed Date 05/10/2013
 Work Auth No. 16658
 MDOT Plan No. 38083-01-020
 Installation Date

* Under authority of state law and by virtue of resolutions formally adopted by their respective governing bodies (and herein submitted), the undersigned hereby agree to participate in the cost of installation, maintenance and operation of the above traffic signal control on the basis of the division of costs as determined by the provision of applicable statutes. Details of installation are as shown on attached Michigan Department of Transportation plan dated 05/22/2012 .
 Title to equipment shall remain with the purchasing agency, and the proper credit of salvaged value shall be issued to all parties upon removal of the equipment, in proportion to their share of original cost.

PARTICIPATION

AGENCY	(BY CONTRACT)	INSTALLATION		MAINTENANCE	
		Per Cent	Estimated Cost	Per Cent	Estimated Annual Cost
Dept of Transportation 38083		0 %		50 %	\$348
JACKSON	City	0 %		50 %	\$348
Total		0 %		100 %	\$696

It is further agreed that the agency responsible for handling bills and/or leased line interconnection billings shall be MDOT

It is further agreed that the agency responsible for performing signal maintenance type D shall be City of JACKSON

		For Michigan Department of Transportation use ONLY.
APPROVED: City of JACKSON Date _____ _____ (Title of Authorized Official)	APPROVED: Date _____ By _____ _____ (Title of Authorized Official)	APPROVED: By _____ Engineer of Operations Date _____
APPROVED: Date _____ _____ (Title of Authorized Official)	APPROVED: Date _____ By _____ _____ (Title of Authorized Official)	SIGNED: MICHIGAN DEPARTMENT OF TRANSPORTATION By _____ Deputy Director, Field Services Date _____

* Two copies of resolution must be submitted with this form.



MICHIGAN DEPARTMENT OF TRANSPORTATION
COST AGREEMENT FOR TRAFFIC SIGNAL CONTROL

Lansing Region
 District TSC
 County

This Agreement Cancels and Supercedes All Previous Cost Agreements AND is terminable on thirty days notice by any party.

LOCATION Modernization Traffic Signal
 I-94BL/M-50/US-127BR (WASHINGTON) EB @ MECHANIC ST.
 JACKSON Jackson County

Typed Date 05/09/2013
 Work Auth No. 16658
 MDOT Plan No. 38083-01-023
 Installation Date

* Under authority of state law and by virtue of resolutions formally adopted by their respective governing bodies (and herein submitted), the undersigned hereby agree to participate in the cost of installation, maintenance and operation of the above traffic signal control on the basis of the division of costs as determined by the provision of applicable statutes. Details of installation are as shown on attached Michigan Department of Transportation plan dated 02/12/2013. Title to equipment shall remain with the purchasing agency, and the proper credit of salvaged value shall be issued to all parties upon removal of the equipment, in proportion to their share of original cost.

PARTICIPATION

AGENCY	(BY CONTRACT)	INSTALLATION		MAINTENANCE	
		Per Cent	Estimated Cost	Per Cent	Estimated Annual Cost
Dept of Transportation 38083		0 %		50 %	\$348
JACKSON	City	0 %		50 %	\$348
Total		0 %		100 %	\$696

It is further agreed that the agency responsible for handling bills and/or leased line interconnection billings shall be MDOT

It is further agreed that the agency responsible for performing signal maintenance type D shall be City of JACKSON

		For Michigan Department of Transportation use ONLY.
APPROVED: City of JACKSON Date _____ _____ (Title of Authorized Official)	APPROVED: Date _____ By _____ _____ (Title of Authorized Official)	APPROVED: By _____ Engineer of Operations Date _____
APPROVED: Date _____ _____ (Title of Authorized Official)	APPROVED: Date _____ By _____ _____ (Title of Authorized Official)	SIGNED: MICHIGAN DEPARTMENT OF TRANSPORTATION By _____ Deputy Director, Field Services Date _____

* Two copies of resolution must be submitted with this form.



MICHIGAN DEPARTMENT OF TRANSPORTATION
COST AGREEMENT FOR TRAFFIC SIGNAL CONTROL

Lansing Region
 District TSC
 County

This Agreement Cancels and Supercedes All Previous Cost Agreements AND is terminable on thirty days notice by any party.

LOCATION Modernization Traffic Signal
 I-94BL/M-50/US-127BR (GLICK) WB @ JACKSON ST.
 JACKSON Jackson County

Typed Date 05/09/2013
 Work Auth No. 16658
 MDOT Plan No. 38083-01-028
 Installation Date

* Under authority of state law and by virtue of resolutions formally adopted by their respective governing bodies (and herein submitted), the undersigned hereby agree to participate in the cost of installation, maintenance and operation of the above traffic signal control on the basis of the division of costs as determined by the provision of applicable statutes. Details of installation are as shown on attached Michigan Department of Transportation plan dated 05/22/2012 .
 Title to equipment shall remain with the purchasing agency, and the proper credit of salvaged value shall be issued to all parties upon removal of the equipment, in proportion to their share of original cost.

PARTICIPATION

AGENCY	(BY CONTRACT)	INSTALLATION		MAINTENANCE	
		Per Cent	Estimated Cost	Per Cent	Estimated Annual Cost
Dept of Transportation 38083		0 %		50 %	\$348
JACKSON	City	0 %		50 %	\$348
Total		0 %		100 %	\$696

It is further agreed that the agency responsible for handling bills and/or leased line interconnection billings shall be MDOT

It is further agreed that the agency responsible for performing signal maintenance type D shall be City of JACKSON

		For Michigan Department of Transportation use ONLY.
APPROVED: City of JACKSON Date _____ _____ (Title of Authorized Official)	APPROVED: Date _____ By _____ _____ (Title of Authorized Official)	APPROVED: By _____ Engineer of Operations Date _____
APPROVED: Date _____ _____ (Title of Authorized Official)	APPROVED: Date _____ By _____ _____ (Title of Authorized Official)	SIGNED: MICHIGAN DEPARTMENT OF TRANSPORTATION By _____ Deputy Director, Field Services Date _____

* Two copies of resolution must be submitted with this form.



MICHIGAN DEPARTMENT OF TRANSPORTATION
COST AGREEMENT FOR TRAFFIC SIGNAL CONTROL

Lansing Region
 District TSC
 County

This Agreement Cancels and Supercedes All Previous Cost Agreements AND is terminable on thirty days notice by any party.

LOCATION Modernization Traffic Signal
 I-94BL/M-50/US-127BR (GLICK) WB @ BLACKSTONE ST.
 JACKSON Jackson County

Typed Date 05/03/2013
 Work Auth No. 16658
 MDOT Plan No. 38083-01-029
 Installation Date

* Under authority of state law and by virtue of resolutions formally adopted by their respective governing bodies (and herein submitted), the undersigned hereby agree to participate in the cost of installation, maintenance and operation of the above traffic signal control on the basis of the division of costs as determined by the provision of applicable statutes. Details of installation are as shown on attached Michigan Department of Transportation plan dated 11/08/2012. Title to equipment shall remain with the purchasing agency, and the proper credit of salvaged value shall be issued to all parties upon removal of the equipment, in proportion to their share of original cost.

PARTICIPATION

AGENCY	(BY CONTRACT)	INSTALLATION		MAINTENANCE	
		Per Cent	Estimated Cost	Per Cent	Estimated Annual Cost
Dept of Transportation 38083		0 %		50 %	\$348
JACKSON	City	0 %		50 %	\$348
Total		0 %		100 %	\$696

It is further agreed that the agency responsible for handling bills and/or leased line interconnection billings shall be MDOT

It is further agreed that the agency responsible for performing signal maintenance type D shall be City of JACKSON

		For Michigan Department of Transportation use ONLY.
APPROVED: City of JACKSON Date _____ _____ (Title of Authorized Official)	APPROVED: Date _____ By _____ _____ (Title of Authorized Official)	APPROVED: By _____ Engineer of Operations Date _____
APPROVED: Date _____ _____ (Title of Authorized Official)	APPROVED: Date _____ By _____ _____ (Title of Authorized Official)	SIGNED: MICHIGAN DEPARTMENT OF TRANSPORTATION By _____ Deputy Director, Field Services Date _____

* Two copies of resolution must be submitted with this form.



MICHIGAN DEPARTMENT OF TRANSPORTATION
COST AGREEMENT FOR TRAFFIC SIGNAL CONTROL

Lansing Region
 District TSC
 County

This Agreement Cancels and Supercedes All Previous Cost Agreements AND is terminable on thirty days notice by any party.

LOCATION Modernization Traffic Signal
 I-94BL/M-50/US-127BR (WASHINGTON) EB @ FIRST ST
 JACKSON Jackson County

Typed Date 05/03/2013
 Work Auth No. 16658
 MDOT Plan No. 38083-01-036
 Installation Date

* Under authority of state law and by virtue of resolutions formally adopted by their respective governing bodies (and herein submitted), the undersigned hereby agree to participate in the cost of installation, maintenance and operation of the above traffic signal control on the basis of the division of costs as determined by the provision of applicable statutes. Details of installation are as shown on attached Michigan Department of Transportation plan dated 05/22/2012 .
 Title to equipment shall remain with the purchasing agency, and the proper credit of salvaged value shall be issued to all parties upon removal of the equipment, in proportion to their share of original cost.

PARTICIPATION

AGENCY	(BY CONTRACT)	INSTALLATION		MAINTENANCE	
		Per Cent	Estimated Cost	Per Cent	Estimated Annual Cost
Dept of Transportation 38083		0 %		50 %	\$348
JACKSON	City	0 %		50 %	\$348
Total		0 %		100 %	\$696

It is further agreed that the agency responsible for handling bills and/or leased line interconnection billings shall be MDOT

It is further agreed that the agency responsible for performing signal maintenance type D shall be City of JACKSON

		For Michigan Department of Transportation use ONLY.
APPROVED: City of JACKSON Date _____ _____ (Title of Authorized Official)	APPROVED: Date _____ By _____ _____ (Title of Authorized Official)	APPROVED: By _____ Engineer of Operations Date _____
APPROVED: Date _____ _____ (Title of Authorized Official)	APPROVED: Date _____ By _____ _____ (Title of Authorized Official)	SIGNED: MICHIGAN DEPARTMENT OF TRANSPORTATION By _____ Deputy Director, Field Services Date _____

* Two copies of resolution must be submitted with this form.



MICHIGAN DEPARTMENT OF TRANSPORTATION
COST AGREEMENT FOR TRAFFIC SIGNAL CONTROL

Lansing Region
 District TSC
 County

This Agreement Cancels and Supercedes All Previous Cost Agreements AND is terminable on thirty days notice by any party.

LOCATION Modernization Traffic Signal
 I-94BL (MICHIGAN) @ MEIJERS/MCDONALDS DRS
 MEIJERS (JACKSON) Jackson County

Typed Date 05/06/2013
 Work Auth No. 16658
 MDOT Plan No. 38083-01-041
 Installation Date

* Under authority of state law and by virtue of resolutions formally adopted by their respective governing bodies (and herein submitted), the undersigned hereby agree to participate in the cost of installation, maintenance and operation of the above traffic signal control on the basis of the division of costs as determined by the provision of applicable statutes. Details of installation are as shown on attached Michigan Department of Transportation plan dated 05/22/2012.
 Title to equipment shall remain with the purchasing agency, and the proper credit of salvaged value shall be issued to all parties upon removal of the equipment, in proportion to their share of original cost.

PARTICIPATION

AGENCY	(BY CONTRACT)	INSTALLATION		MAINTENANCE	
		Per Cent	Estimated Cost	Per Cent	Estimated Annual Cost
Dept of Transportation 38083		0 %		50 %	\$288
MEIJERS (JACKSON)		0 %		25 %	\$144
MCDONALDS (JACKSON)		0 %		25 %	\$144
JACKSON	City	0 %		0 %	\$0
Total		0 %		100 %	\$576

It is further agreed that the agency responsible for handling bills and/or leased line interconnection billings shall be MDOT

It is further agreed that the agency responsible for performing signal maintenance type D shall be City of JACKSON

For Michigan Department of Transportation use ONLY.		
APPROVED: MEIJERS (JACKSON) Date _____ _____ (Title of Authorized Official)	APPROVED: MCDONALDS (JACKSON) Date _____ By _____ _____ (Title of Authorized Official)	APPROVED: By _____ Engineer of Operations Date _____
APPROVED: City of JACKSON Date _____ _____ (Title of Authorized Official)	APPROVED: Date _____ By _____ _____ (Title of Authorized Official)	SIGNED: MICHIGAN DEPARTMENT OF TRANSPORTATION By _____ Deputy Director, Field Services Date _____

* Two copies of resolution must be submitted with this form.



MICHIGAN DEPARTMENT OF TRANSPORTATION
COST AGREEMENT FOR TRAFFIC SIGNAL CONTROL

Lansing Region
 District TSC
 County

This Agreement Cancels and Supercedes All Previous Cost Agreements AND is terminable on thirty days notice by any party.

LOCATION Modernization Traffic Signal
 I-94BL/M-50/US-127BR (GLICK) WB @ WILDWOOD AVE
 JACKSON Jackson County

Typed Date 05/03/2013
 Work Auth No. 16658
 MDOT Plan No. 38083-01-042
 Installation Date

* Under authority of state law and by virtue of resolutions formally adopted by their respective governing bodies (and herein submitted), the undersigned hereby agree to participate in the cost of installation, maintenance and operation of the above traffic signal control on the basis of the division of costs as determined by the provision of applicable statutes. Details of installation are as shown on attached Michigan Department of Transportation plan dated 05/22/2012 .
 Title to equipment shall remain with the purchasing agency, and the proper credit of salvaged value shall be issued to all parties upon removal of the equipment, in proportion to their share of original cost.

PARTICIPATION

AGENCY	(BY CONTRACT)	INSTALLATION		MAINTENANCE	
		Per Cent	Estimated Cost	Per Cent	Estimated Annual Cost
Dept of Transportation 38083		0 %		50 %	\$240
JACKSON	City	0 %		50 %	\$240
Total		0 %		100 %	\$480

It is further agreed that the agency responsible for handling bills and/or leased line interconnection billings shall be MDOT

It is further agreed that the agency responsible for performing signal maintenance type D shall be City of JACKSON

		For Michigan Department of Transportation use ONLY.
APPROVED: City of JACKSON Date _____ _____ (Title of Authorized Official)	APPROVED: Date _____ By _____ _____ (Title of Authorized Official)	APPROVED: By _____ Engineer of Operations Date _____
APPROVED: Date _____ _____ (Title of Authorized Official)	APPROVED: Date _____ By _____ _____ (Title of Authorized Official)	SIGNED: MICHIGAN DEPARTMENT OF TRANSPORTATION By _____ Deputy Director, Field Services Date _____

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CITY COUNCIL MEETING

JUNE 25, 2013

MEMO TO: City Councilmembers

FROM: Martin J. Griffin, Mayor *mjg*

SUBJECT: Jackson Housing Commission – Interim Executive Director Compensation

Recommendation:

Approve the Mayor's recommendation to approve the compensation level for the Interim Executive Director for the Jackson Housing Commission as required by City Council Resolution 2012-84, and Ordinance Chapter 14, Sec. 14-125, in concurrence with the recommendation of the Jackson Housing Commission Board of Commissioners.

Attached is a letter from the President of the Jackson Housing Commission Board of Commissioners regarding the above subject.



301 Steward Avenue
Jackson, MI 49201-1132
Phone: (517) 787-9241
Fax: (517) 787-6143

June 20, 2013

City of Jackson
ATTN: Mayor Martin Griffin
161 W Michigan Avenue
Jackson, MI 49201

RE: Interim Executive Director

Dear Mayor Griffin:

At the June 19, 2013 Jackson Housing Commission (JHC) Board meeting, Mr. Fracker requested the Board release him from the contract we had entered on June 11, 2013. Although the Board had confidence in Mr. Fracker's abilities, HUD objected to the method in which his services were procured due to the zero spending threshold it placed on the JHC in February 2013. Mr. Fracker recognized the dire predicament the JHC is currently in and, being the gracious and modest man he is, elected to take this step in an effort to improve relations with HUD and move the JHC forward.

I have attached the justification provided to HUD for the procurement method selected and contend it is applicable considering the situation the Board faced. However, HUD denied its validity and threatened very serious legal actions against the Board and Mr. Fracker if he continued to provide his assistance.

I would like to publicly thank Mr. Fracker for agreeing to help the JHC in the short term until a new Executive Director can be hired. He should be commended for the efforts he took to restore order and improve Board relations in just eight days. Every action taken by the Board on June 19 passed unanimously and, while differing opinions were expressed, they were done so professionally and without contention.

The Board also approved the appointment of Connie I. Crandall, the JHC's Public Housing Director, to serve as the Interim Executive Director. The Board also approved a compensation rate commensurate with that which had been paid to Herman Hill, Kimberly Truman, and which was approved by Council and recommended to HUD to be paid to Mr. Fracker. The JHC is recommending to HUD, the Mayor, and City Council that Ms. Crandall receive a salary equal to \$84,288.53 per year during the term of her serving as Interim Executive Director.

Accordingly, I respectfully request you consider the compensation level approved by the JHC Board of Commissioners to be offered to Ms. Crandall to serve as its Interim Executive Director and make a positive recommendation to the Jackson City Council for its approval so that a full recommendation on said compensation can be forwarded to HUD staff in the Detroit Field Office.

Sincerely,

Michelle L. Pultz-Orthaus
President, JHC Board of Commissioners

cc: JHC Board of Commissioners



An Equal Opportunity Employer



**Jackson Housing Commission
Procurement of Phillip M. Fracker
Interim Executive Director**

1. Description of the Requirement

On June 6, 2013, the Jackson Housing Commission (JHC) Board of Commissioners terminated the employment of Kimberly Truman, Interim Executive Director. Leaving the JHC without a director or assistant director would cause serious injury to the JHC and endanger the property and its residents. As such, the Board also took expedited measures to temporarily fill the position with a knowledgeable, competent, proven leader.

On June 6, 2013, the JHC Board of Commissioners also authorized negotiations with Phillip M. Fracker, the former Executive Director for the JHC. Mr. Fracker has personal knowledge and relevant experience to undertake a short term employment engagement to ensure the JHC's day to day operations continued efficiently. Because of his 30+ years as previous Executive Director of the JHC, Mr. Fracker would be able to effortlessly assume this vital role with minimal re-learning. Further, Mr. Fracker was available to start immediately.

Due to the urgency of the matter, on June 7, 2013, an ad hoc committee consisting of JHC Board President, Michelle L. Pultz-Orthaus, and Commissioner James Stark, met with Mr. Fracker to discuss the terms of entering into a contract for services. Compensation for Mr. Fracker was negotiated to be at a rate of \$84,288.53 per year, payable in bi-weekly installments. As this was the same rate of pay provided to former Executive Director, Herman Hill, and former Interim Executive Director, Kimberly Truman, it was determined this same salary was reasonable and necessary to procure the services of someone with Mr. Fracker's background.

2. History of prior purchases and their nature (competitive vs. noncompetitive).

In late 2010/early 2011, the JHC solicited resumes to fill the Executive Director position upon Mr. Fracker's retirement after 30+ years as Executive Director. Under normal circumstances, filling this critical position would be done through a competitive solicitation process; however, due to the urgency to immediately fill the gap, a sole-source procurement was made with a competent, local community member. It should be noted the JHC is currently advertising the position of a permanent Executive Director and, as of this date, has received 17 responses (application period ends June 21, 2013). It is the plan of the President of the JHC Board of Directors to:

- 1) Provide each Commissioner with the cover letter and resume of each respondent for their review and comment (comments to be received within one week).
- 2) Solicit advice from HUD by asking them to review and provide comment on the list of candidates.
- 3) Convene an ad hoc committee to review the applicant responses. Members to the ad hoc committee is currently being considered and may include the CEO of Community Action Agency, Mr. Fracker, no more than two JHC Commissioners, and President of the Resident Council. The purpose of the ad hoc committee will be to select no more than three (3) candidates to interview before the entire Board of Commissioners.

3. The Specific Exception in 24 CFR 85.36(d)(4)(i)(A) through (D) which applies.

- (B) The public exigency or emergency for the requirement will not permit a delay resulting from competitive solicitation.

4. Statement as to the unique circumstances that require award by non-competitive proposals.

The *American Heritage Dictionary* defines "exigency" as follows:

1. The state or quality of requiring much effort or **immediate action**.
2. A pressing or **urgent situation**.
3. Urgent requirements; pressing needs.

With the termination of Ms. Truman, the JHC was left without leadership. Employees of the JHC have proven their competence within their specific area of expertise; however, they require a capable, trusted leader to guide them in their day to day work. The residents of the JHC also deserve to recognize with confidence their housing needs will continue to be met with as few interruptions as possible.

While the JHC is currently in the process of hiring a permanent executive director, the vetting process will likely take one or more months. It would be unwise and unsafe for the JHC to blindly select an Interim Executive Director from the list of respondents without knowing their background, capabilities, and trustworthiness. Following the definition of "exigency", hiring a qualified Interim Executive Director for a short term commitment is of utmost **urgency** and requires **immediate action** by the Board of Commissioners. The need is dire and creates an **emergency** situation for the JHC. Neither "public exigency" nor "emergency" are defined differently under 24 CFR 85 other than to represent their normal meaning. The Board could not make plans beyond what is stated in this writing and acted in good faith to ensure the JHC had proper leadership before a permanent executive director can be hired.

5. Description of the efforts made to find competitive sources.

Due to the urgent need to immediately fill this leadership position, Mr. Fracker was approached by the President of the JHC Board to determine if he would be willing to fill a short term gap until a new, permanent Executive Director could be hired. To that end, on May 28, 2013 the JHC received confirmation from both PHADA and CEDAM that an advertisement for the executive director position at the JHC was posted on their websites, free of charge to the JHC. To date, 17 responses to the advertisements have been received and, as stated above in item 2, a selection process is being planned that will involve the JHC Board, JHC Resident Council, the current Interim Executive Director, and member(s) of the community.

6. Statement as to the efforts that will be taken in the future to promote competition for the requirement.

As demonstrated above, the JHC was already in the processes of seeking competitive applications for a permanent Executive Director. This measure was taken to fill a short term gap until the new Executive Director is installed by the JHC Board of Commissioners.

7. Signature by the Contracting Officer's supervisor.

Please find the signature of the President of the Jackson Housing Commission's Board of Commissioners at the end of this document.

8. Price Reasonableness.

The level of compensation selected was that which had been paid to former Executive Director Herman Hill and had been approved by the former Board of Commissioners to be paid to Ms. Truman to serve as Interim Executive Director. It was determined this salary level was reasonable to retain the services of an individual possessing all the knowledge and skills required to immediately provide short term leadership. The negotiated salary is equal to \$84,288.53 per year, to be paid in bi-weekly installments during the term of serving as Interim Executive Director. As stated previously, the Board will do everything it can to expedite the hiring of a permanent Executive Director as quickly as possible.

Dated: June 18, 2013



Michelle L. Pultz-Orthaus *President*
Jackson Housing Commission
Board of Commissioners



Neighborhood & Economic Operations

Building a Stronger Jackson

161 W. Michigan Avenue • Jackson, MI 49201-1303 • Facsimile (517) 780-4781

Building Inspection
(517) 788-4012

Code Enforcement
(517) 788-4060

Engineering
(517) 788-4160

Planning & Economic Development
(517) 768-6433

CITY COUNCIL MEETING June 25, 2013

TO: Honorable Mayor and City Councilmembers

FROM: Patrick H. Burtch, City Manager
Jon H. Dowling, P.E., City Engineer

SUBJECT: Balancing Change Order 1 – Third Street and Douglas Court Sewer Construction

RECOMMENDATION: To approve Balancing Change Order 1 to the contract with Bailey Excavating, Inc. in the decreased amount of \$2,176.03 to balance quantities for contract pay items and to add pay items not included in the original contract for the Third Street and Douglas Court Sewer Construction project, and authorization for the City Manager and City Engineer to execute the appropriate document.

The Balancing Change Order 1 to the contract with Bailey Excavating, Inc. for the Third Street and Douglas Court Sewer Construction project is attached.

This change order balances quantities. It represents a decrease of \$2,176.03.

We request approval of Balancing Change Order 1 and authorization for the City Manager and the City Engineer to sign the document. This project is being paid from Sanitary Sewer and Local Street funds.

TRW:sms

C: Troy R. White, P.E., Senior Civil Engineer
Philip Hones, Purchasing Agent
Shelly Allard, Purchasing Coordinator
Lucinda Schultz, Accounting Manager

BALANCING CHANGE ORDER NO. 1
To Contract for
Third Street and Douglas Court Sewer Construction
City of Jackson, Michigan

Notice is hereby given that the following additional information and changes shall become a part of the Contract Documents, Plans and Specifications of the above-named contract.

ORIGINAL CONTRACT AMOUNT	\$ 99,025.00
CHANGE ORDER NO. 1 Details of changes shown on the attached sheets	(\$ 2,411.03)
NEW CONTRACT AMOUNT AS SET BY CHANGE ORDER NO. 1	\$ 96,613.97

REASON FOR CHANGE:

To change the authorized quantities for contract items to match final quantities placed and to add unattached items that were not included in the proposal but completed in the field during construction.

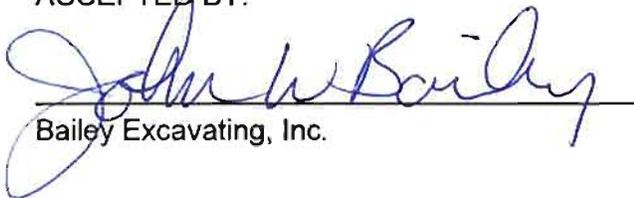
CONTRACT COMPLETION:

The contract completion time remains unchanged.



Prepared by Troy R. White, P.E.
Civil Engineer III

ACCEPTED BY:


Bailey Excavating, Inc.

12-20-12
Date:

ACCEPTED BY:

Jon H. Dowling, P.E., City Engineer

Date:

ACCEPTED BY:

Patrick H. Burtch, City Manager

Date:

Third Street and Douglas Court Sewer Construction

Final Change order No. 1

ADDITIONS AND SUBTRACTIONS: Quantities for Contract pay items shall be increased or decreased as follows:

Item No.	Item Description	Contract		Revised		Unit Price	Amount	
		Amended Qty	Change	Quantity	Units		ADD	DEDUCT
1	Mobilization, Max. \$3,000.00	1	0	1	LS	2500.00	\$ -	\$ -
2	Stump, Rem, 19 inch to 36 inch	2	0	2	Ea	500.00	\$ -	\$ -
3	Dr Structure, Rem	3	2	5	Ea	400.00	\$ 800.00	\$ -
4	Curb & Gutter, Rem	52	-22	30	Ft	5.00	\$ -	\$ (110.00)
5	Sidewalk, Rem	51	0	51	Syd	5.00	\$ -	\$ -
6	Pavt Sawcut	370	-27	343	Ft	2.50	\$ -	\$ (67.50)
7	Vertical Exploratory Investigation	20	25	45	Ft	25.00	\$ 625.00	\$ -
8	Driveway, Rem	172	-40	132	Syd	5.00	\$ -	\$ (200.00)
9	Pavt, Rem, Modified	45	1	46	Syd	5.00	\$ 5.00	\$ -
10	Rem and Replace Air Conditioner Unit	1	0	1	LS	500.00	\$ -	\$ -
11	Erosion Control, Inlet Protection, Grate Filter, Rectangular	6	-4	2	Ea	50.00	\$ -	\$ (200.00)
12	Project Cleanup	1	0	1	LS	1500.00	\$ -	\$ -
13	Aggregate Base, 8 inch	574	58	632	Syd	6.75	\$ 391.50	\$ -
14	Sewer Bulkhead, 24 inch	2	-1	1	Ea	350.00	\$ -	\$ (350.00)
15	Video Taping Sewer and Culv Pipe	170	-120	50	Ft	5.00	\$ -	\$ (600.00)
16	Sewer, CI E, 12 inch	27	5	32	Ft	40.00	\$ 200.00	\$ -
17	Sewer Backfill, Class II	27	5	32	Ft	15.00	\$ 75.00	\$ -
18	Sewer, HDPE, DR17, 4 inch, Dir Bore	230	0	230	Ft	45.00	\$ -	\$ -
19	Sewer, HDPE, DR17, 8 inch, Dir Bore	319	1	320	Ft	65.00	\$ 65.00	\$ -
20	Dr Structure Cover, Adj, Case 1	5	-3	2	Ea	350.00	\$ -	\$ (1,050.00)
21	Dr Structure, Tap, 10 inch	1	-1	0	Ea	300.00	\$ -	\$ (300.00)
22	Dr Structure, Tap, 12 inch	1	0	1	Ea	300.00	\$ -	\$ -
23	Catch Basin Cover, Valley	2	0	2	Ea	500.00	\$ -	\$ -
24	Catch Basin, 48 inch dia	2	0	2	Ea	1450.00	\$ -	\$ -
25	Dr Structure, Temp Lowering, Modified	3	-1	2	Ea	125.00	\$ -	\$ (125.00)
26	Mh Cover, Std	4	-1	3	Ea	400.00	\$ -	\$ (400.00)
27	Storm Manhole, 48 inch dia	1	0	1	Ea	1350.00	\$ -	\$ -
28	HMA, 13A	165	-18.33	146.67	Ton	93.00	\$ -	\$ (1,704.69)
29	HMA Surface, Rem, Modified	470	33	503	Syd	3.75	\$ 123.75	\$ -
30	Driveway, Nonreinf Conc, 6 inch	75	-54	21	Syd	30.00	\$ -	\$ (1,620.00)
31	Curb and Gutter, Conc, Detail F4	52	-22	30	Ft	15.00	\$ -	\$ (330.00)

Third Street and Douglas Court Sewer Construction

Final Change order No. 1

ADDITIONS AND SUBTRACTIONS: Quantities for Contract pay items shall be increased or decreased as follows:

Item No.	Item Description	Contract		Revised		Unit Price	Amount	
		Amended Qty	Change	Quantity	Units		ADD	DEDUCT
32	Sidewalk, Conc, 4 inch	140	-66	74	Sft	4.50	\$ -	\$ (297.00)
33	Sidewalk, Conc, 6 inch	330	79	409	Sft	5.00	\$ 395.00	\$ -
34	Barricade, Type III, High Intensity, Double Sided, Lighted, Furn	5	0	5	Ea	80.00	\$ -	\$ -
35	Barricade, Type III, High Intensity, Double Sided, Lighted, Oper	5	0	5	Ea	15.00	\$ -	\$ -
36	Plastic Drum, High Intensity, Lighted, Furn	30	0	30	Ea	15.00	\$ -	\$ -
37	Plastic Drum, High Intensity, Lighted, Oper	30	0	30	Ea	2.00	\$ -	\$ -
38	Sign, Type B, Temp, Prismatic, Furn REVISED	304.5	0	304.5	Sft	3.00	\$ -	\$ -
39	Sign, Type B, Temp, Prismatic, Oper REVISED	304.5	0	304.5	Sft	1.00	\$ -	\$ -
40	Sanitary Sewer, SDR26 PVC, 10 inch	33	0	33	Ft	50.00	\$ -	\$ -
41	Sanitary Sewer Backfill, Class II	33	0	33	Ft	20.00	\$ -	\$ -
42	Sanitary Sewer, Service Connection beyond 10 feet	310	-12	298	Ft	35.00	\$ -	\$ (420.00)
43	Sanitary Sewer, Service Connection with 4 inch Tee	3	0	3	Ea	150.00	\$ -	\$ -
44	Threaded Cleanout, PVC, 4 inch	8	0	8	Ea	100.00	\$ -	\$ -
45	Threaded Cleanout, PVC, 6 inch	8	-6	2	Ea	125.00	\$ -	\$ (750.00)
46	Sanitary Manhole, 48 inch dia	1	0	1	Ea	1400.00	\$ -	\$ -
47	Building Permit Fee	0	500	500	Dir	1.00	\$ 500.00	\$ -
48	Subgrade Undercutting, Type II	0	5	5	Cyd	15.00	\$ 75.00	\$ -
49	Mulch Blanket	0	470	470	Syd	3.00	\$ 1,410.00	\$ -
50	Misc Electrical	0	1141.36	1141.36	Dir	1.00	\$ 1,141.36	\$ -
51	Material Restock	0	306.55	306.55	Dir	1.00	\$ 306.55	\$ -

Total: \$ 6,113.16 \$ (8,524.19)
Net Change: \$ (2,411.03)
Revised Contract Price: \$ 96,613.97



Founded July 3, 1829

Andrew J. Wrozek, Jr.
City Treasurer / City Clerk

161 W. Michigan Ave. • Jackson, MI 49201
Treasurer (517) 788-4043 • Income Tax Office (517) 788-4044 • Clerk (517) 788-4025

CITY COUNCIL MEETING
JUNE 25, 2013

MEMO TO: Honorable Mayor and City Councilmembers

FROM: Andrew Wrozek, City Treasurer/City Clerk *ajw*

DATE: June 19, 2013

SUBJECT: Mr. Tulloch's Petitions for Repeal of Ordinance 2012.03 – Rental Registry

Recommendation: Approve the City Treasurer/Clerk's request to reject the Petitions for Repeal as submitted by Mr. Tulloch.

On May 15, 2013 Mr. Tulloch submitted 379 signatures on petitions that were verified by the City Clerk's office as registered qualified electors of the City of Jackson. The language on the petitions read as follows: "We, the undersigned qualified registered electors, residents in the City of Jackson, in the County of Jackson, State of Michigan, respectfully petition for Repeal the Ordinance 2012-3 establishing the City of Jackson Rental Registry and updates to Chapter 14 of the City of Jackson Housing Code and also of City of Jackson Resolutions 2012-25 establishing/revising the various fees charged for inspection related services. In lieu of repeal, submit the ordinance and resolution to a referendum vote of qualified electors of the City of Jackson."

1. Under City Charter Section 10.2 (*Right of Referendum*), protest petitions requesting a referendum are required to be submitted prior to an ordinance taking effect, i.e. within thirty (30) days of final adoption. It is my opinion that the petitions submitted are not valid because they were filed with the City Clerk's office after the ordinance took effect. The ordinance was adopted February 21, 2012 and took effect on March 23, 2012. We received Mr. Tulloch's petitions over a year later on May 15, 2013.
2. Additionally, there are no provisions in the City Charter giving authority to allow referendum election to overturn administrative resolutions.

Mr. Tulloch has not satisfied the requirements of Jackson City Charter Section 10.2. Accordingly, I am rejecting the petitions submitted to my office.



CITY COUNCIL MEETING
June 11, 2013

TO: Honorable Mayor and City Councilmembers

FROM: Matthew R. Heins *MRA*
Director of Police and Fire Services

SUBJECT: Consideration of a request to purchase In-car Video System for the Police Department

Recommendation:

A. To authorize the Police Department to replace and upgrade our In-Car Video System at the quoted cost of \$104,589.

The Police Department experienced a failure of the main server and storage array of our in-car video system on May 22nd. We received a quote from L3 Communications Mobile-Vision, Inc., our current vendor, to replace the server and upgrade the system in the amount of \$104,589. By staying with our present vendor we will maintain the infrastructure of the existing system thereby saving on the total cost of the project. In addition, as both the Sheriff Department and Blackman Township DPS have L3 Communications in-car video systems there would be consistency in submitting evidence obtained for the court system to the Prosecuting Attorney's Office.

The Department would use the City's Equipment Revolving Fund to finance this purchase over the course of three fiscal years. The first payment of \$36,934 due July 1, 2014, would be budgeted for in the Department's 2014/2015 fiscal year budget.

We are requesting authorization to move forward with this purchase from L3 Communications Mobile-Vision, Inc. to upgrade and replace our in-car video system.

City of Jackson Police Department
216 East Washington Avenue
Jackson, Michigan 49201
(517) 788-4127



MEMORANDUM

DATE: June 20, 2013

TO: Patrick Burtch
City Manager

FROM: Matthew R. Heins
Director of Police and Fire Services

SUBJECT: In-Car Video System

The Jackson Police Department collaborated with L3 Mobile Vision Inc. in 2006 to provide a digital in-car video recording system for each of our patrol vehicles. The system provides continuous background recording while each vehicle is being operated, as well as full recording (audio & visual) of all police contacts and critical incidents. The data collected from each vehicle is wirelessly uploaded to a server whenever a vehicle returns to the police department. The videos are securely archived, and immediately available for viewing by authorized members of the department.

On Wednesday, May 22, 2013, we experienced the complete failure of our in-car video system server and storage array. Both, the primary and back-up, hard-drives failed on the server, a hard drive failed on the array, and one of the two power supplies failed on the array. Technicians from L3 worked to resolve the issues, however, discovered the Server and hard-drive array required replacement. The system is currently not functional. I sent a notification letter to the offices of the Prosecutor and City Attorney to alert their staff that no in-car video will be available until further announcement. Although we cannot presently access our archived data, L3 believes our data is intact, and they will be able to transfer the data when our server/array is replaced. Studies have shown that in-car video systems reduce liability, improve officer performance, reduce citizen complaints, and save the organization countless hours in investigations.

There are three options available to resolve this problem:

1. Replace the in-car video server.

Cost: \$16,898

At a minimum, we need to replace the server. We cannot upload or manage any new in-car video/ audio, access any of our archived videos, or burn copies to DVD/CD of our

current /archived videos until we replace this server.

2. Upgrade the in-car video system.

Cost: \$71,669
+ \$16,898
\$88,567

An upgrade of the system would include the following; replace the server, replace the DVR unit in each vehicle (20), replace the wireless antenna in each vehicle (20), replace the desktop computer accessing the server and controlling the DVD robot-burning device, and replacing the wireless hotspots on the building. The new DVR will record incidents at higher resolutions that will make the video evidence that much stronger. The new antenna's and Wi-Fi hot spots will allow for faster upload times and less back-ups. This option, however, would not replace the cameras, cabling, and the monitor screens inside the patrol cars. While the cameras and monitors are still functional, they too are seven years old, and it does not seem logical to mix new equipment with old and expect the same performance from both.

3. Replace the in-car video system:

Cost: \$104,589

For an additional \$16,000, we can replace the entire system. This involves everything included in the upgrade, with the addition of replacing the cameras and monitors in each vehicle. I was also able to negotiate the addition of seven (7) terabytes to the server at no additional cost. This will provide expansion opportunities if we elect to add body cameras or automatic license plate readers in the future.

I received additional quotes from two vendors, Copsync –VIDTAC and Kustom Signals, Inc. Both systems are similar in quality and functionality to the L3 system.

The VIDTAC system is technically comparable to the L3 system, with one major difference. The system stores the video data in a “virtual” or “cloud” environment, not on an internal server that we purchase. This would require an additional annual fee to store the data. The VIDTAC system would cost **\$79,900** to outfit our twenty patrol cars, with an additional **\$1,500** for a PC to manage the system & software. This system setup would put an unreasonable burden on our Verizon wireless cards to transfer video data to the cloud. We currently use the Verizon wireless cards exclusively for transmitting and receiving information from Central Dispatch (County -911) and electronic reporting.

The Kustom Signals system is almost identical to the L3 system in features. The cost is **\$107,574**. Recorded video would be stored on a temporary drive inside each vehicle, then wirelessly transferred on a daily basis to a server housed in the JPD Server Room.

Continuing with L3 Mobile Vision as our vendor will keep our current infrastructure in place, and reduce the cost of setting up a system with a new company. L3 provides excellent customer support, and has been responsive to our needs even though we have not continued our 24/7 maintenance agreements over the past two years in an effort to reduce the legacy costs of operating the system. L3 is a recognized industry leader, and is used by multiple agencies in Michigan, including Blackman-Leoni Township and the Jackson County Sheriff.

Payment for this project will be made by financing over three (3) years from the City of Jackson "Equipment Revolving Fund", with three equal \$ 36,934.24 payments from the Police Department Budget beginning in September 2014.

I recommend option 3; replace the in-car video system with the L3 video system. L3 is familiar with our networking and infrastructure, and can move rapidly to get us back up and running. Some additional concerns with moving to a new vendor:

- Current video stored on the server cannot be transferred to a new system...is a non-transferable format.
- L3 video is proprietary...watermarked for security and court purposes. cannot be transferred or utilized by another system.
- Will not be able to complete FOIA requests for any video archived to DVD. Would have to supply a complete copy of the contents of the DVD, not just the particular incident requested.
- Continue delay in installation and setup...potentially missing critical incidents.
- Uncertainty of smaller companies who offer a cheaper product, but may be out of business in a few years. Oakland County purchased a system for all 38 agencies, the company is no longer in business, and those agencies have no support for their current system.

Julius A. Giglio

City Attorney

Bethany M. Smith

Deputy City Attorney

Gilbert W. Carlson

Assistant City Attorney

OFFICE OF THE



161 West Michigan Avenue

Jackson, MI 49201

(517) 788-4050

(517) 788-4023

Fax: (866) 971-2117

CITY ATTORNEY

MEMORANDUM

June 25, 2013

MEMO TO: Honorable Mayor and City Councilmembers

FROM: Julius A. Giglio, City Attorney

SUBJECT: Fireworks Ordinance

DATE: June 20, 2013

REQUESTED ACTION: To approve the Fireworks Ordinance and place it on the next regularly scheduled Council Agenda for final adoption.

Michigan House Bill No. 4743 (2013) (HB 4743) addressing amendments to Michigan's Fireworks Safety Act was presented to the Governor on June 17, 2013. As of the date of this memorandum, the Governor has not signed the Bill. Pursuant to the amendments, a municipality (with a population of under 50,000) may now regulate the discharge of "consumer fireworks" between 1:00 a.m. and 8:00 a.m. on the day preceding, the day of, and the day after a national holiday.

Attached for your review and consideration is a proposed ordinance that regulates consumer fireworks as allowed by HB 4743. The ordinance will not be in effect for July 4, 2013, but will be in effect for all national holidays thereafter. The police and fire departments have reviewed the proposed ordinance.

The requisite action is to approve the Fireworks Ordinance and place it on the next regularly scheduled Council Agenda for final adoption.

If you have any questions, please feel free to contact me.

JAG/dn

Enc.

cc: Bethany Smith, Deputy City Attorney
Matthew Heins, Director of Police and Fire Services
Dave Wooden, Deputy Fire Chief

ORDINANCE NO. 2013-_____

An Ordinance to repeal existing Chapter 18, Article VII, Section 18-183 of the City of Jackson Code of Ordinances (“Fireworks”) and to adopt new sections 18-186 through 18-195 in Chapter 18, Article VII to provide for the regulation of the ignition, discharge and use of consumer fireworks, as allowed under the Michigan Fireworks Safety Act, MCL 28.451 et seq., as amended.

THE PEOPLE OF THE CITY OF JACKSON ORDAIN:

Section 1. Section 18-186. Short Title. This ordinance shall be known and may be cited as the “Jackson 2013 Fireworks Ordinance.”

Section 2. Section 18-187. Statement of Purpose. This is an ordinance to provide for the regulation of the ignition, discharge, and use of consumer fireworks, as allowed under the Fireworks Safety Act, M.C.L. 28.451 et seq., as amended.

Section 3. Section 18-188. Definitions. As used in this ordinance, the following terms shall be defined as follows:

- (A) “APA standard 87-1” means 2001 APA standard 87-1, standard for construction and approval for transportation of fireworks, novelties, and theatrical pyrotechnics, published by the American pyrotechnics Association of Bethesda, Maryland.
- (B) “Consumer Fireworks” means fireworks devices that are designed to produce visible effects by combustion, that are required to comply with the construction, chemical composition, and labeling regulations promulgated by the United States consumer product safety commission under 16 CFR parts 1500 and 1507, and that are listed in APA standard 87-1, 3.1.2., 3.1.3, or 3.5. Consumer fireworks does not include low-impact fireworks.
- (C) “Fireworks” means any composition or device, except for a starting pistol, a flare gun, or a flare, designed for the purpose of producing a visible or audible effect by combustion, deflagration, or detonation.
- (D) “Low-impact fireworks” means ground and handheld sparkling devices as that phrase is defined under APA standard 87-1, 3.1, 3.1.1.1 to 3.1.1.8, and 3.5.
- (E) “Minor” means an individual who is less than 18 years of age.
- (F) “National holiday” means the following legal public holidays:
 - (1) New Year's Day, January 1.
 - (2) Martin Luther King Day, third Monday in January.
 - (3) President's Day, third Monday in February.

- (4) Memorial Day, last Monday in May.
- (5) Independence Day, July 4.
- (6) Labor Day, first Monday in September.
- (7) Columbus Day, second Monday in October.
- (8) Veterans Day, November 11.
- (9) Thanksgiving Day, fourth Thursday in November.
- (10) Christmas Day, December 25.

Section 4. Section 18-189. Ignition Discharge and Use of Consumer Fireworks. A person shall not ignite, discharge, or use consumer fireworks, except on the day preceding, the day of, or the day after a national holiday. Provided, however, said consumer fireworks shall not be ignited, discharged, or used between the hours of 1:00 a.m. and 8:00 a.m. on those days.

Section 5. Section 18-190. Possession of Consumer Fireworks by Minor. A minor shall not possess consumer fireworks.

Section 6. Section 18-191. Determination of Violation; Seizure. If a police officer determines that a violation of this ordinance has occurred, the officer may seize the consumer fireworks as evidence of the violation.

Section 7. Section 18-192. Penalty.

- (A) A violation of Section 18-189 of this ordinance is a civil infraction, punishable by a civil fine of up to \$500.00.
- (B) Other than Section 18-189, a violation of any other section of this ordinance is a misdemeanor punishable as provided in Section 1-18 of this Code.

Section 8. Section 18-193. Severability. If any section, subsection, clause, phrase or portion of this ordinance is for any reason held invalid or unconstitutional by any court of competent jurisdiction, such portion shall be deemed a separate, distinct and independent portion of this ordinance, and such holding shall not affect the validity of the remaining portions of this ordinance.

Section 9. Section 18-194. Savings. All proceedings pending and all rights and liabilities existing, acquired or incurred at the time this ordinance takes effect are saved and may be consummated according to the law in force when they are commenced.

Section 10. Section 18-195. Repealer. All ordinances or parts of ordinances in conflict herewith are hereby repealed only to the extent necessary to give this ordinance full force and effect. The current Chapter 18 "Fireworks" Section 18-183 is repealed in its entirety.

Section 11. Effective Date. This Ordinance takes effect thirty (30) days from the date of adoption.



Neighborhood & Economic Operations

Building a Stronger Jackson

161 W. Michigan Avenue • Jackson, MI 49201-1303 • Facsimile (517) 780-4781

Building Inspection
(517) 788-4012

Code Enforcement
(517) 788-4060

Engineering
(517) 788-4160

Planning & Economic Development
(517) 768-6433

CITY COUNCIL MEETING June 25, 2013

TO: Honorable Mayor Griffin and City Councilmembers

FROM: Patrick Burtch, City Manager

SUBJECT: Resolution of Notification to Jackson County to Release the City of Jackson's Right of First Refusal under PA 123 of 1999

RECOMMENDATION

Authorize Resolution of Notification to Jackson County to release the City of Jackson's Right of First Refusal under PA 123 of 1999 for properties identified on Exhibit A of the Resolution.

On or about April 2, 2013, the Jackson County Treasurer foreclosed on 123 properties within the City of Jackson for non-payment of taxes during the last three years. Under PA 123 of 1999, the State of Michigan has first right of refusal of all tax foreclosed properties in its counties, with the local unit of government having subsequent first right of refusal. If the City wanted to take possession of all 123 tax foreclosed properties, it would have to pay the delinquent taxes amounting to over \$550,000. However, five properties may be of interest for the City to exercise its right of first refusal to purchase in the amount of approximately \$12,600.

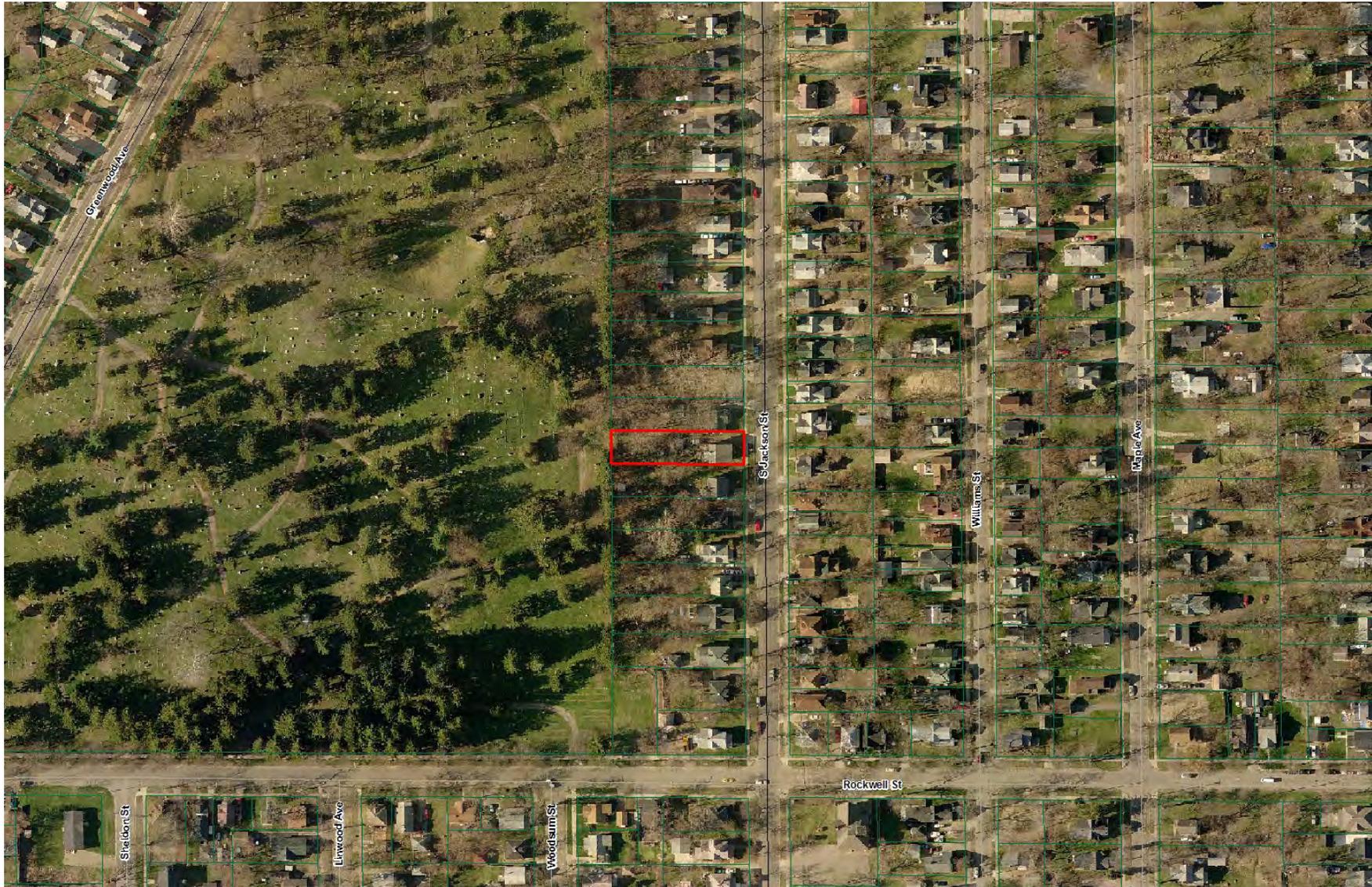
PIN	Address	Delinquent Taxes Owed
4-061500000	1022 S Jackson St	\$4,971.59
4-129600000	1117 Greenwood Ave	2,154.46
7-022400000	810 Homewild Ave	856.74
7-031500000	360 Cooper St	3,998.77
7-061700000	655 Cooper St	628.63

Please find additional information on each property attached to this memo.

The entire list consists of two commercial properties, two mixed use properties, 50 vacant lots, and 69 residential properties, 28 of which are currently condemned. It was also noted that 16 of the properties on the 2013 list had previously been foreclosed on by Jackson County, some multiple times, sold at its tax auctions, and now are circulating through the process again. Since 2000, 54 properties had also been through a mortgage foreclosure one or more times.

At this time, it is recommended the City **forego** its right of first refusal and not acquire the additional properties on the 2013 Tax Foreclosure list as identified in Exhibit A of the Resolution.

1022 S Jackson St, 4-06150000

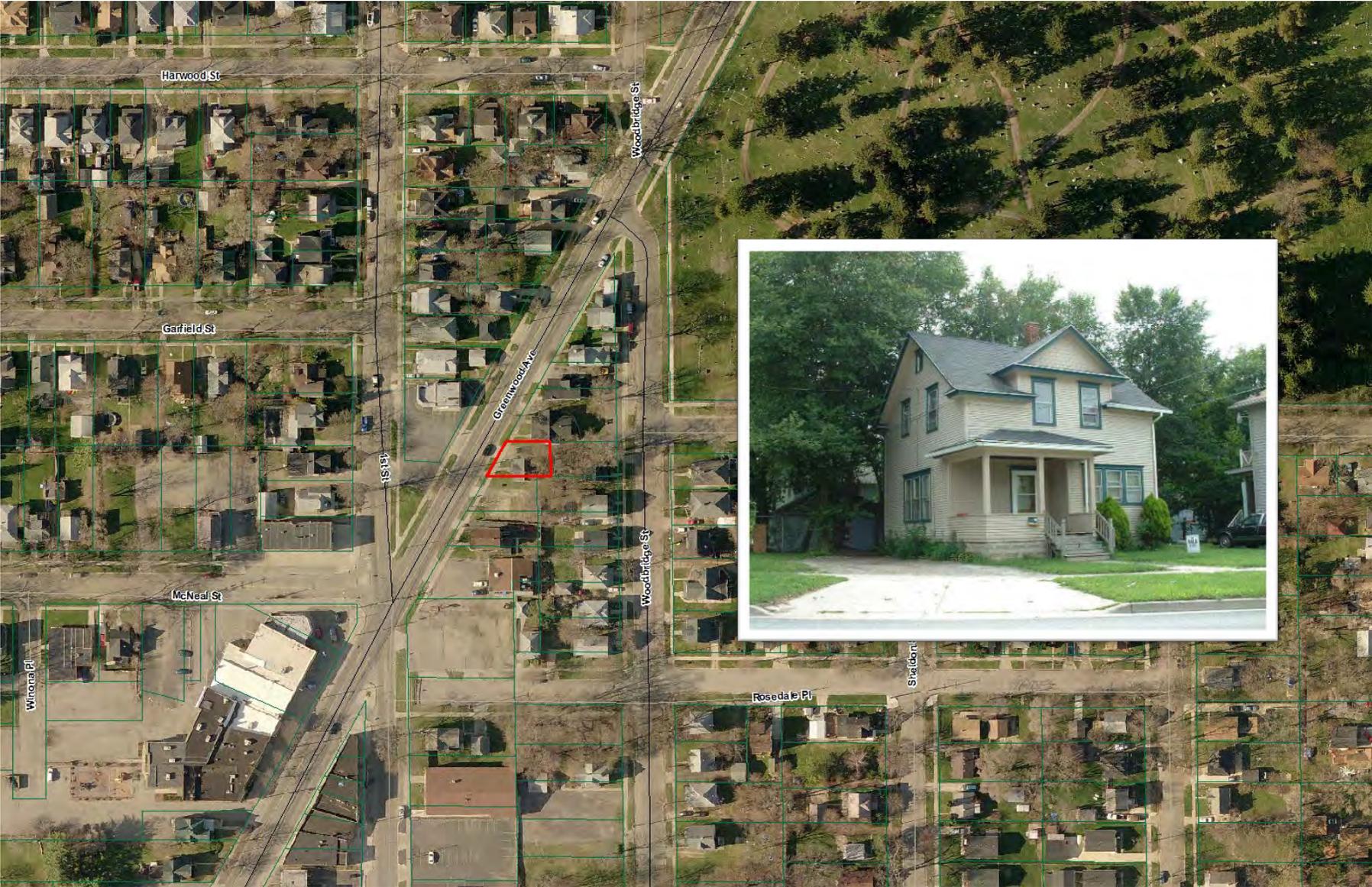


Back taxes owed: \$4,971.59

Acquire with: Cemetery Funds

Note: Although aerial photo depicts a house on the property, the house was demolished in late 2012 and the property is now a vacant lot.

1117 Greenwood Ave, 4-12960000



Back taxes owed: \$2,154.46

Acquire with: Community Development Block Grant or HOME Investment Partnerships Program

360 Cooper St, 7-03150000



Back taxes owed: \$856.74

Acquire with: General Funds or Property Improvement Funds

Note: Although aerial photo depicts a garage on the property, the garage was demolished in late 2011 and the property is now a vacant lot.

655 Cooper St, 7-06170000



Back taxes owed: \$3,998.77
Acquire with: Demolition Funds

810 Homewild Ave, 7-02240000



Back taxes owed: \$628.63
Acquire with: General Funds or Property Improvement Funds

Julius A. Giglio

City Attorney

Bethany M. Smith

Deputy City Attorney

Gilbert W. Carlson

Assistant City Attorney

OFFICE OF THE



**161 West Michigan Avenue
Jackson, MI 49201
(517) 788-4050
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Fax: (866) 971-2117**

CITY ATTORNEY

CITY COUNCIL MEETING

June 25, 2013

NEW BUSINESS

MEMO TO: Honorable Mayor and City Councilmembers
FROM: Bethany M. Smith, Deputy City Attorney *BS*
DATE: June 24, 2013
SUBJECT: Payment in Lieu of Taxes Ordinance (PILOT) for Otsego Apartments

RECOMMENDATION: Approve the Ordinance granting a PILOT to Otsego Apartments.

Attached please find an Ordinance that would grant a Payment in Lieu of Taxes (PILOT) tax exemption to Otsego Apartments located at 102 Francis Street. Otsego Elderly Limited Dividend Housing Association, LLC is the owner of Otsego Apartments. The Otsego Apartments development is used for the housing of low income elderly and disabled persons. The owner wishes to rehabilitate the housing development and would be greatly assisted in its ability to obtain federal financing for the project if the City of Jackson were to grant a PILOT in favor of Otsego Elderly Limited Dividend Housing Association, LLC.

Contemporaneously with passage of this Ordinance, the owner of Otsego Apartments will enter into a Development Agreement whereby the Owner will agree to bring the housing development in compliance with the City of Jackson Code of Ordinances. A copy of the proposed Development Agreement is attached to the Ordinance as Exhibit B.

The requisite action is to approve the Ordinance.

If Council has any questions, please feel free to contact me.

cc w/att: Patrick Burch, City Manager
Julius A. Giglio, City Attorney

ORDINANCE 2013 -

AN ORDINANCE TO PROVIDE FOR A SERVICE CHARGE IN LIEU OF TAXES FOR A PROPOSED MULTIPLE-FAMILY DWELLING PROJECT FOR ELDERLY PERSONS OF LOW INCOME TO BE FINANCED OR ASSISTED PURSUANT TO PROVISIONS OF THE STATE HOUSING DEVELOPMENT AUTHORITY ACT OF 1966, AS AMENDED.

WHEREAS, the City of Jackson has received an offer from the Otsego Elderly Limited Dividend Housing Association, LLC, a limited partnership organized under the laws of the State of Michigan and in accordance with Chapter 7 of the State Housing Development Authority Act of 1966, as amended, to acquire and rehabilitate a housing development for elderly persons of low income, which offer is subject to the offeror's receipt of a mortgage loan from the Michigan State Housing Development Authority and/or a HUD insured mortgage loan; and

WHEREAS, the offer provides that it may be accepted by the enactment of a tax exemption ordinance providing for the payment of a service charge in lieu of property taxes of the class of housing development;

NOW, THEREFORE, THE CITY OF JACKSON ORDAINS:

Section 1. Definitions. As used in this ordinance:

- A. "Act" means the State Housing Development Authority Act, Public Act 346 of 1966, as amended. (MCL 125.1401, et seq; MSA 16.114(1), et seq.);
- B. "Authority" means the Michigan State Housing Development Authority;
- C. "Contract rents" shall have the same meaning as the term is assigned in Parts 883 and 881, Title 24 of the Code of Federal Regulations;
- D. "Elderly" means an elderly family as that term is defined in Part 812, Title 24 of the Code of Federal Regulations or, if only Authority financing is used, as that term is defined in the Act;
- E. "Housing Development" means a rehabilitation or construction project which contains a significant element of housing for persons of low income and elements of other housing and commercial, recreational, industrial, communal, and educational facilities which the Authority determines improve the quality of development as it relates to housing persons of low income;
- F. "Mortgage Loan" means a loan to be made by the Authority or made by a private lender and insured by HUD to the Sponsor for the acquisition, rehabilitation and/or permanent financing of a housing development;

- G. “Sponsor” means the Otsego Elderly Limited Dividend Housing Association, LLC, a limited liability company organized under the laws of the State of Michigan and pursuant to Chapter 7 of the Act;
- H. “Utilities” means amounts paid for fuel, water, sanitary and storm sewer, and/or electrical service utilized by the housing development.
- I. “HUD” means the U.S. Department of Housing and Urban Development.

Section 2. Preamble. It is acknowledged that it is a proper public purpose of the State of Michigan and its political subdivisions to provide housing for its citizens of low income and to encourage the development of such housing by providing for a service charge in lieu of property taxes in accordance with the State Housing Development Authority Act of 1966, as amended. The City is authorized by the Act to establish or change the service charge to be paid in lieu of taxes by any or all class of housing exempt from taxation under the Act at any amount not exceeding the taxes that would be paid but for the Act. It is further acknowledged that such housing for persons of low income is a public necessity, and as the City will be benefited and improved by such housing, the encouragement of the same by providing certain real estate tax exemptions therefor is a valid public purpose. It is further acknowledged that the continuance of the provisions of this ordinance for tax exemptions and the service charge in lieu of taxes during the period hereinafter contemplated are essential to the determination of economic feasibility of the Housing Development herein referenced which is constructed and financed in reliance thereon. It is further acknowledged that the Otsego Elderly Limited Dividend Housing Association, LLC has offered, subject to the receipt of a Mortgage Loan from the Authority or a mortgage loan made by a private lender and insured by HUD, to own, rehabilitate and operate a Housing Development identified as Otsego Apartments on certain property located at Francis Street and Michigan Avenue in the City of Jackson, to serve elderly persons of low income, and that Otsego Elderly Limited Dividend Housing Association, LLC has offered to pay the City on account of the elderly portion of that Housing Development an annual service charge for public services in lieu of all taxes.

Section 3. Class of Housing Development. It is hereby determined that the class of Housing Development to which the tax exemption recognized herein shall apply, and for which a service charge shall be paid in lieu of taxes, is a Housing Development for elderly persons of low income, which development is financed or assisted pursuant to the Act. It is further determined that the Otsego Apartments Housing Development is of that class.

Section 4. Exemption. The Housing Development identified as Otsego Apartments, and the property on which it is located, said property consisting of the lands described in the attached Exhibit A, is hereby determined to be exempt from all real and personal property taxes, pursuant to the Act. The City acknowledges that the Sponsor and the Authority and/or HUD have established the economic feasibility of the Housing Development in reliance upon the enactment

and continuing effect of this ordinance and the qualifications of the Housing Development for exemption from all property taxes and the payment of a service charge in lieu thereof.

Section 5. Establishment of a Service Charge. In consideration of the Sponsor's offer, which is subject to the receipt of a Mortgage Loan from the Authority and/or a mortgage loan from a private lender insured by HUD to construct, own and operate the Housing Development, the City agrees to accept payment of an annual service charge for public services in lieu of all property taxes on the Housing Development. The Sponsor agrees to pay the service charge as provided in this ordinance and under the Act. The annual service charge for the Housing Development and the property on which it is located, which property is described in attached Exhibit A, shall be five percent (5%) of the difference between contract rents actually collected, and utilities. The annual service charge shall be payable in the same manner as general property taxes are payable to the City, except that the annual payment shall be paid on or before June 1 of each year.

Section 6. Duration. The tax exemption recognized herein shall not be withdrawn, and the service charge established herein shall not be changed by the City, so long as the Mortgage Loan remains outstanding and unpaid, or the Authority or HUD has any interests in the property, but not more than fifty (50) years; provided, that:

- A. Sponsor annually files with the City Assessor a certified notification of exemption, as required by Section 15a(1) of the Act; and
- B. Pursuant to Section 15a(6) of the Act, the annual service charge to be paid in lieu of taxes for that part of the Housing Development which is occupied by other than elderly persons of low income, shall be equal to the full amount of taxes that would be paid on that portion of the Housing Development if the Housing Development were not exempt; and
- C. Acquisition of the Housing Development commences within one (1) year of the effective date of this ordinance.

Section 7. Contractual Effect of Ordinance. Notwithstanding the provisions of Section 15a(5) of the Act to the contrary, a contract between the City of Jackson and the Sponsor is hereby effected to provide tax exemption and accept payment in lieu thereof as previously described with the Authority and HUD third party beneficiaries thereunder.

Section 8. Development Agreement. Contemporaneously with the passage of this Ordinance, the City and the Sponsor have entered into a Development Agreement whereby the City has agreed to allow Sponsor additional time to comply with various sections of the City of Jackson Code of Ordinances, and agreed to passage of this Ordinance based on the Sponsors agreement to make certain improvements to the Housing Development and to provide housing to elderly persons of low income. Default in the terms of the Development Agreement shall result in repeal of this Ordinance. A copy of the Development Agreement is attached as Exhibit B and incorporated herein by reference.

Section 9. Severability. The various sections and provisions of this ordinance shall be deemed to be severable, and should any section or provision of this ordinance be declared by any court of competent jurisdiction to be unconstitutional and invalid, the same shall not affect the validity of the ordinance as a whole or any section or provision hereof other than the sections or provisions so declared to be unconstitutional or invalid.

Section 10. Effective Date. This ordinance shall become effective thirty (30) days from the date of its adoption. All ordinances or parts of ordinances in conflict herewith are hereby repealed to the extent of their conflict.

EXHIBIT TO THE
ORDINANCE

A

Exhibit A

Land in the City of Jackson, Jackson County, Michigan and described as follows, to-wit:

That Part of Lots 7, 8 and 9, Block 1 South, Range 2 East, Village of Jacksonburgh (now City of Jackson), as recorded in Liber 4 of Plats, page 2, Jackson County Records, which is described as follows:

Commencing at the Northeast corner of Section 3, Town 3 South, Range 1 West, thence South $89^{\circ} 34' 44''$ West 178.91 feet along the North line of Section 3 and the center line of Michigan Avenue; thence South $0^{\circ} 25' 32''$ East 49.50 feet to the Northwest corner of Lot 7, Block 1 South, Range 2 East, Original Plat of Jacksonburgh (now City of Jackson) said point being the intersection of the South line of Michigan Avenue and the East line of a 16.50 foot public alley, and also the place of beginning of this description; thence North $89^{\circ} 34' 44''$ East 97.10 feet along the South line of Michigan Avenue, thence South $46^{\circ} 08' 03''$ East 27.12 feet along the brick of a 5 story building, now standing, to the West line of Francis Street, as now established, thence South $1^{\circ} 17' 33''$ East 179.98 feet along the West line of Francis Street to a point North $1^{\circ} 17' 33''$ West 67.47 feet (67.4 feet per deed) from the North line of Courtland Street and to the North line of a brick building, now standing, thence South $88^{\circ} 31' 14''$ West 36.79 feet along the North line of said brick building, thence South $0^{\circ} 25' 32''$ East 12.65 feet along the West line of said brick building, thence South $89^{\circ} 55' 14''$ West 23.45 feet along said brick building, thence North $0^{\circ} 25' 32''$ West 0.85 feet along said brick building, thence South $89^{\circ} 03' 44''$ West 34.35 feet along the North line of said brick building, thence South $0^{\circ} 25' 32''$ East 4.50 feet along the West line of said brick building, thence South $89^{\circ} 43' 44''$ West 24.65 feet along said brick building and said line extended to the East line of said 16.50 foot public alley and West line of Lot 9 at a point North $0^{\circ} 25' 32''$ West 50.25 (50.1 foot per deed) North of the North line of Courtland Street, and thence North $0^{\circ} 25' 32''$ West 215.98 feet along the East line of said 16.50 foot alley and the West line of Lots 7 and 9 to the place of beginning of this description.

Bearings are based on the North line of Section 3, Town 3 South, Range 1 West, as being South $89^{\circ} 34' 44''$ West from a Polaris Observation taken January 30, 1968.

Subject to an easement as set forth in instrument recorded September 20, 1966 in Liber 754, on page 62, Jackson County

Records, being re-described to coincide with new metes and bounds description above:

An easement for the purpose of ingress to and egress from the above described property. Commencing at the Northeast corner of Section 3, Town 3 South, Range 1 West, thence South $89^{\circ} 34' 44''$ West 178.91 feet along the North line of Section 3 and the center line of Michigan Avenue, thence South $0^{\circ} 25' 32''$ East 49.50 feet to the Northwest corner of Lot 7, Block 1 South, Range 2 East, Original Plat of the Village of Jacksonburgh, (now City of Jackson) said point being the intersection of the South line of Michigan Avenue and the East line of a 16.50 foot public alley, thence continuing South $0^{\circ} 25' 32''$ East 202.33 feet along the East line of said 16.50 foot public alley and West line of Lots 7 and 9, Block 1 South, Range 2 East, to a point North $0^{\circ} 25' 32''$ West 63.90 feet from the North line of Courtland Street, said point being the place of beginning of this easement description; thence North $89^{\circ} 30' 24''$ East 82.46 feet to the West line of a brick building, now standing, thence South $0^{\circ} 25' 32''$ East 10.0 feet along the West line of said brick building, to the North line of said brick building, thence South $89^{\circ} 55' 14''$ West 23.45 feet along the North line of said brick building thence North $0^{\circ} 25' 32''$ West 0.85 feet along the West line of said brick building, thence South $89^{\circ} 03' 44''$ West 34.35 feet along the North line of said brick building, thence South $0^{\circ} 25' 32''$ East 4.50 feet along the West line of said brick building, thence South $89^{\circ} 43' 44''$ West 24.65 feet along the North line of said brick building and said line extended to a point on the East line of said 16.50 foot public alley and the West line of Lot 9, North $0^{\circ} 25' 32''$ West 50.25 feet from the North line of Courtland Street, and thence North $0^{\circ} 25' 32''$ West 13.65 feet along the East line of said 16.50 foot public alley and West line of Lot 9 to the place of beginning of this easement description.

And reserving unto the parties of the first part an easement over and across the Northernmost part of the above described property for the purpose of providing for the continued existence, use, and support of a fire escape on and from the building immediately adjacent on the North of said property.

Bearings are based on the North line of Section 3, Town 3 South, Range 1 West, as being South $89^{\circ} 34' 44''$ West from a Polaris Observation taken on January 30, 1968.

EXHIBIT TO THE
ORDINANCE

B

DEVELOPMENT AGREEMENT

THIS DEVELOPMENT AGREEMENT ("Agreement"), is entered into as of the date appearing below, by and between the CITY OF JACKSON, a Michigan municipal corporation, with offices located at 161 West Michigan Avenue, Jackson, Michigan 49201, ("City"), and Otsego Elderly Limited Dividend Housing Association, LLC, a Michigan limited liability company, whose address is c/o First Housing Corporation, 4275 Five Oaks Drive, Lansing, MI 48911 ("Developer").

WITNESSETH:

WHEREAS, the Developer is the owner of an apartment complex in the City of Jackson, State of Michigan known as Otsego Apartments, which is more particularly described as:

(See Exhibit A, attached hereto and incorporated by reference)

Commonly known as 102 Francis Street, Jackson, Michigan ("the Property") that provides low income housing to senior citizens; and

WHEREAS the City has received an offer from the Developer to rehabilitate the housing development, which offer is subject to the Developer's receipt of a mortgage loan from the Michigan State Housing Development Authority and/or a HUD insured loan; and

WHEREAS, the Developer requested that the City issue a payment in lieu of taxes tax exemption to the Developer pursuant to the State Housing Development Authority Act, Public Act 346 of 1966, as amended (MCL 125.1401, et. seq.);

WHEREAS, the City desires that the Developer make certain improvements to the housing development in order to comply with the current City of Jackson Code of Ordinances;

WHEREAS, the City desires that Developer comply with certain registration and financial obligations imposed upon the Developer by the City of Jackson Code of Ordinances, Resolutions or regulations;

WHEREAS, part of the consideration to the City for this Development Agreement is Developer's promise to develop the Property to generate housing for low income senior citizens; and

WHEREAS, the parties desire to insure that the Development will take place, and set forth the terms of the Development.

NOW, THEREFORE, in consideration of the above recitals, the parties agree as follows:

1. RECITALS. The foregoing recitals are incorporated in and form a part of this Agreement.
2. DEVELOPMENT CRITERIA.
 - A. CODE COMPLIANCE. Developer will operate and rehabilitate a housing development for low income senior citizens known as Otsego Apartments in compliance with all applicable state statutes, local ordinances, building codes, zoning, and other restrictions of record.
 - B. PLANS AND SPECIFICATIONS. Developer must submit plans and specifications, in a form acceptable to the City of Jackson Neighborhood and Economic Operations Department no later than three (3) months from the date of execution of this Agreement and prior to the commencement of construction activities.

- C. DEVELOPMENT SIZE and INVESTMENT. Developer will renovate the building on the Property to provide for the housing development known as Otsego Apartments. Development of the Property must create seventy-six (76) low income rental units for low income senior citizens.
- D. SPECIFIC DEVELOPMENT CRITERIA.
- i. "Commencement of the Development" means that all necessary permits and approvals have been obtained, all construction contracts signed, all construction financing, if any, will be arranged, all site preparation completed, and actual physical Development activity is underway. Commencement of the Development shall be determined by City in its sole discretion. "Completion of the Development" means that all repairs and rehabilitation set forth in the plans and specifications submitted by Developer to the City has been finalized and the structure on the Property is ready for use as demonstrated by obtaining a Certificate of Occupancy for the purpose intended. City in its sole discretion shall determine whether Developer has completed the development of the Property.
 - ii. Developer must comply with the following:
 - a). Developer must be in full compliance with all requirements of the City of Jackson Meterless Parking System and be current on all payments due pursuant to the Meterless Parking System within ninety (90) days from the date of execution of this Development Agreement;
 - b). Developer must be registered under the City of Jackson Non-owner Occupied Residential Property Registry within ninety (90) days from the date of the execution of this Development Agreement;
 - c). Developer must obtain all housing inspections required by the City of Jackson Code of Ordinances and Resolutions;
 - d). Developer must comply with all current landscaping requirements set forth in the City of Jackson Code of Ordinances within ninety

(90) days from the date of execution of this Development Agreement;

- e). In addition to the landscaping standards set forth in the City of Jackson Code of Ordinances, within ninety (90) days of the execution of this Development Agreement, Developer must plant eight (8) street trees along the frontage of Michigan Avenue and Francis Street that have been provided with electrical power so as to illuminate tree lights which are required for each street tree;
- f). Developer must obtain City approval of building materials used and placement of building materials prior to any repair or rehabilitation of the Property;
- g). Developer and City will equally share the cost of repaving the alley abutting Developer's Property with the choice of materials to be made with the approval of City;
- iii. Commencement of the Development must occur within ninety (90) days from the date of this Agreement; and
- iv. Completion of the Development must occur within twenty-four (24) months from the date of execution of this Development Agreement.

E. INSPECTIONS. The Developer must permit inspections of the Property as needed by the City, and the City will provide reasonable notice to Developer unless an emergency arises, in which case, the City will make a good faith attempt to contact Developer.

F. CITY'S DEVELOPMENTAL OBLIGATIONS. City shall agree to continue in effect a payment in lieu of taxes tax exemption on the terms set forth in the proposed Ordinance attached as Exhibit B.

3. DEFAULT BY DEVELOPER. Developer shall be deemed to be in default of this Agreement if the Developer fails to comply with any covenants, clauses,

provisions or agreements herein contained and City has provided Developer with ten (10) days written notice of the default and the opportunity to cure such default, which shall not exceed ten (10) days. Upon default by Developer, this Agreement shall be null and void, and City shall not be required to perform any of the "City's Development Obligations" identified above. If any default has not been cured within ten (10) days of the delivery of the notice to the address of Developer specified in Paragraph 10, *infra*, this Agreement shall be null and void. In addition, Developer must pay to City, within thirty (30) days of the passing of the applicable deadline, liquidated damages in the amount of One Hundred (\$100.00) Dollars per day for each day that Developer is in default of this Agreement, and/or One Hundred (\$100.00) Dollars per day for failure to comply with any City ordinance, resolution or regulation.

4. TAXES, UTILITIES, AND ASSESSMENTS. After execution of this Agreement and passage of the proposed Ordinance attached as Exhibit B, Developer must pay the yearly payment in lieu of taxes amount, assessments, utilities, and outstanding debts related to the Property when such become due.
5. CHANGE OF OWNERSHIP INTEREST. Except for mortgages, security interests, and other liens to secure debt granted to Developer in connection with the Development, neither the Developer, nor any successor in interest to the Property, may transfer or otherwise change the ownership of the Property or duties under this Agreement, without the prior written approval of the City. Any such transfer or other change will not release, in any manner, the Developer or Developer's successors in interest, from any obligation under this Agreement, unless the City releases the Developer or his successors in interest in writing.
6. TERM OF AGREEMENT. The term of this Agreement shall be thirty-five (35) years from the date of execution, or until the Developer no longer has a payment in lieu of taxes tax exemption. The term of this Agreement may be extended by the mutual consent of both parties; provided however that this Agreement will not take effect unless the proposed ordinance attached as Exhibit B is passed by the City of Jackson City Council.

7. BINDING EFFECT. This Agreement binds the parties, and their respective successors, legal representatives, and assigns.
8. NON-DISCRIMINATION REQUIREMENT. The Developer, its successors and assigns, and every successor in interest to the Property or any part thereof, must not discriminate upon the basis of race, color, religion, sex, or national origin in the rental, use or occupancy of the Property or any improvements to be erected thereon, or any part thereof.
9. MODIFICATION AND ASSIGNMENT. The promises, covenants, terms, and conditions herein contained may not be modified, altered, or extended without the mutual written consent of the parties. Developer may not transfer, assign and/or convey its rights and obligations under this Agreement to an affiliated or related entity, without the consent of the City.
10. NOTICE. Except as otherwise specified herein, all notices, consents, approvals, requests, and other communications (collectively called "Notices") required or permitted under this Agreement must be given in writing and are effective on delivery. Delivery may be effectuated by personal service with receipt obtained; certified mail or first-class mail with delivery proof; or nationally recognized overnight courier delivery service with next business day delivery. Notices must be addressed as follows:

If to the City, to: City of Jackson
161 West Michigan Avenue
Jackson, Michigan 49201
Attn: City Manager

With a copy to: City Attorney's Office
161 West Michigan Avenue
Jackson, Michigan 49201
Attn: City Attorney

If to Developer, to: Otsego Elderly Limited Dividend Housing Assoc.
c/o First Housing Corporation
4275 Five Oaks Drive
Lansing, MI 48911

11. INDEMNIFICATION. To the extent provided by law, Developer shall assume all liability for and protect, indemnify, and save City, its officers, directors, employees, volunteers, invitees, agents and representatives (hereinafter collectively "the City") from and against all actions, claims, demands, judgments, losses, expenses, suits or action and attorney fees, for any injury or death of any person or persons, and loss or damage of the property of any person or persons whomsoever, including Developer or the City, and their respective agents, contractors, subcontractors, and employees, arising in connection with, or as a direct or indirect result of this Development Agreement. The provisions of this Development Agreement shall apply to each and every such injury, death, loss, and damage, however caused, whether due, or claimed to be due to Developer's negligence, City's negligence, Developer's and City's combined negligence, or otherwise; provided, however, Developer shall not be required to indemnify the City for such injury, death, loss, or damage caused by the City's sole negligence. Developer's obligation to indemnify City shall survive termination and/or expiration of this Agreement.
12. SEVERABILITY. If any one or more provisions of this Agreement, or in any instrument or other document delivered pursuant to this Agreement, or the application thereof to any person or circumstance is, to any extent, declared or determined to be invalid or unenforceable, the validity, legality, and enforceability of the remainder of this Agreement, or the application of such provision to persons or circumstances other than those as to which it is invalid or unenforceable, will not be affected or impaired thereby, and each provision of this Agreement is valid and enforceable to the fullest extent of the law.
13. COUNTERPARTS. This Agreement may be executed in counterparts, each of which is deemed an original document, but together constitute one instrument.
14. GOVERNING LAW AND INTERPRETATION. The laws of the State of Michigan govern this Agreement and the venue for all proceedings in connection with this Agreement shall be Jackson County, Michigan. The pronouns and relative words used are written in the masculine and singular only. If more than one joins in the execution

hereof as Developer or is of the feminine sex or a corporation or limited liability company, such words are read as if written in plural, feminine, or neuter, respectively. All captions, headings, paragraph and subparagraph numbers and letters are solely for reference purposes and do not supplement, limit, or otherwise vary the text of this Agreement. This Agreement is a result of negotiation between the parties, and accordingly, it will not be construed against either party if a dispute or litigation arises out of this Agreement.

15. HEADINGS. The sections and paragraph headings contained in this Agreement are for reference purposes only and shall not affect in any way the interpretation of the Agreement.
16. LEGAL REPRESENTATION. It is acknowledged that each party to this Agreement had the opportunity to be represented by counsel in the preparation of this Agreement and, accordingly, the rule that a contract shall be interpreted strictly against the party preparing same shall not apply due to the joint contribution of both parties.
17. WAIVER. The failure of City to exercise any right given hereunder or to insist upon strict compliance with regard to any provision of this Agreement, at any time, shall not constitute a waiver of such provision or the right by such at any time to avail itself of such remedies as it may have for any breach or breaches of such provision.

IN WITNESS WHEREOF, the parties have executed this Agreement on the ____ day of _____, 2013.

THE CITY OF JACKSON

By _____
Martin J. Griffin, Mayor

By _____
Andrew J. Wrozek, Jr.,
City Treasurer/Clerk

STATE OF MICHIGAN)
)SS
COUNTY OF JACKSON)

The foregoing instrument was acknowledged before me, this ____ day of _____, 2013, by Martin J. Griffin and Andrew J. Wrozek, Jr., the Mayor and City Treasurer/Clerk of the City of Jackson, a Michigan municipal corporation, on behalf of the corporation.

_____, Notary Public
Jackson County, Michigan
My commission expires _____

OTSEGO ELDERLY LIMITED DIVIDEND
HOUSING ASSOCIATION, LLC

By: _____

Gleason Amboy

Managing Member of FHC Group, LLC, the
General Partner of Otsego Elderly
Limited Dividend Housing Association LLC

STATE OF MICHIGAN)
)SS
COUNTY OF JACKSON)

The foregoing instrument was acknowledged before me, this ____ day of _____, 2013, by Gleason Amboy, as Managing Member of FHC Group, LLC, the General Partner of Otsego Elderly Limited Dividend Housing Association, LLC, on behalf of Otsego Elderly Limited Dividend Housing Association, LLC.

_____, Notary Public
County, Michigan
My commission expires:

EXHIBIT TO THE
DEVELOPMENT

AGREEMENT **A**

Land in the City of Jackson, Jackson County, Michigan and described as follows, to-wit:

That Part of

Lots 7, 8 and 9, Block 1 South, Range 2 East, Village of Jacksonburgh (now City of Jackson), as recorded in Liber 4 of Plats, page 2, Jackson County Records, which is described as follows:

Commencing at the Northeast corner of Section 3, Town 3 South, Range 1 West, thence South $89^{\circ} 34' 44''$ West 178.91 feet along the North line of Section 3 and the center line of Michigan Avenue; thence South $0^{\circ} 25' 32''$ East 49.50 feet to the Northwest corner of Lot 7, Block 1 South, Range 2 East, Original Plat of Jacksonburgh (now City of Jackson) said point being the intersection of the South line of Michigan Avenue and the East line of a 16.50 foot public alley, and also the place of beginning of this description; thence North $89^{\circ} 34' 44''$ East 97.10 feet along the South line of Michigan Avenue, thence South $46^{\circ} 08' 03''$ East 27.12 feet along the brick of a 5 story building, now standing, to the West line of Francis Street, as now established, thence South $1^{\circ} 17' 33''$ East 179.98 feet along the West line of Francis Street to a point North $1^{\circ} 17' 33''$ West 67.47 feet (67.4 feet per deed) from the North line of Courtland Street and to the North line of a brick building, now standing, thence South $88^{\circ} 31' 14''$ West 36.79 feet along the North line of said brick building, thence South $0^{\circ} 25' 32''$ East 12.65 feet along the West line of said brick building, thence South $89^{\circ} 55' 14''$ West 23.45 feet along said brick building, thence North $0^{\circ} 25' 32''$ West 0.85 feet along said brick building, thence South $89^{\circ} 03' 44''$ West 34.35 feet along the North line of said brick building, thence South $0^{\circ} 25' 32''$ East 4.50 feet along the West line of said brick building, thence South $89^{\circ} 43' 44''$ West 24.65 feet along said brick building and said line extended to the East line of said 16.50 foot public alley and West line of Lot 9 at a point North $0^{\circ} 25' 32''$ West 50.25 (50.1 foot per deed) North of the North line of Courtland Street, and thence North $0^{\circ} 25' 32''$ West 215.98 feet along the East line of said 16.50 foot alley and the West line of Lots 7 and 9 to the place of beginning of this description.

Bearings are based on the North line of Section 3, Town 3 South, Range 1 West, as being South $89^{\circ} 34' 44''$ West from a Polaris Observation taken January 30, 1968.

Subject to an easement as set forth in instrument recorded September 20, 1966 in Liber 754, on page 62, Jackson County Records, being re-described to coincide with new metes and bounds description above:

An easement for the purpose of ingress to and egress from the above described property. Commencing at the Northeast corner of Section 3, Town 3 South, Range 1 West, thence South $89^{\circ} 34' 44''$ West 178.91 feet along the North line of Section 3 and the center line of Michigan Avenue, thence South $0^{\circ} 25' 32''$ East 49.50 feet to the Northwest corner of Lot 7, Block 1 South, Range 2 East, Original Plat of the Village of Jacksonburgh, (now City of Jackson) said point being the intersection of the South line of Michigan Avenue and the East line of a 16.50 foot public alley, thence continuing South $0^{\circ} 25' 32''$ East 202.33 feet along the East line of said 16.50 foot public alley and West line of Lots 7 and 9, Block 1 South, Range 2 East, to a point North $0^{\circ} 25' 32''$ West 63.90 feet from the North line of Courtland Street, said point being the place of beginning of this easement description; thence North $89^{\circ} 30' 24''$ East 82.46 feet to the West line of a brick building, now standing, thence South $0^{\circ} 25' 32''$ East 10.0 feet along the West line of said brick building, to the North line of said brick building, thence South $89^{\circ} 55' 14''$ West 23.45 feet along the North line of said brick building thence North $0^{\circ} 25' 32''$ West 0.85 feet along the West line of said brick building, thence South $89^{\circ} 03' 44''$ West 34.35 feet along the North line of said brick building, thence South $0^{\circ} 25' 32''$ East 4.50 feet along the West line of said brick building, thence South $89^{\circ} 43' 44''$ West 24.65 feet along the North line of said brick building and said line extended to a point on the East line of said 16.50 foot public alley and the West line of Lot 9, North $0^{\circ} 25' 32''$ West 50.25 feet from the North line of Courtland Street, and thence North $0^{\circ} 25' 32''$ West 13.65 feet along the East line of said 16.50 foot public alley and West line of Lot 9 to the place of beginning of this easement description.

And reserving unto the parties of the first part an easement over and across the Northernmost part of the above described property for the purpose of providing for the continued existence, use, and support of a fire escape on and from the building immediately adjacent on the North of said property.

Bearings are based on the North line of Section 3, Town 3 South, Range 1 West, as being South $89^{\circ} 34' 44''$ West from a Polaris Observation taken on January 30, 1968.

EXHIBIT TO THE
DEVELOPMENT
AGREEMENT **B**

PROPOSED ORDINANCE 2013 -

AN ORDINANCE TO PROVIDE FOR A SERVICE CHARGE IN LIEU OF TAXES FOR A PROPOSED MULTIPLE-FAMILY DWELLING PROJECT FOR ELDERLY PERSONS OF LOW INCOME TO BE FINANCED OR ASSISTED PURSUANT TO PROVISIONS OF THE STATE HOUSING DEVELOPMENT AUTHORITY ACT OF 1966, AS AMENDED.

WHEREAS, the City of Jackson has received an offer from the Otsego Elderly Limited Dividend Housing Association, LLC, a limited partnership organized under the laws of the State of Michigan and in accordance with Chapter 7 of the State Housing Development Authority Act of 1966, as amended, to acquire and rehabilitate a housing development for elderly persons of low income, which offer is subject to the offeror's receipt of a mortgage loan from the Michigan State Housing Development Authority and/or a HUD insured mortgage loan; and

WHEREAS, the offer provides that it may be accepted by the enactment of a tax exemption ordinance providing for the payment of a service charge in lieu of property taxes of the class of housing development;

NOW, THEREFORE, THE CITY OF JACKSON ORDAINS:

Section 1. Definitions. As used in this ordinance:

- A. "Act" means the State Housing Development Authority Act, Public Act 346 of 1966, as amended. (MCL 125.1401, et seq; MSA 16.114(1), et seq.);
- B. "Authority" means the Michigan State Housing Development Authority;
- C. "Contract rents" shall have the same meaning as the term is assigned in Parts 883 and 881, Title 24 of the Code of Federal Regulations;
- D. "Elderly" means an elderly family as that term is defined in Part 812, Title 24 of the Code of Federal Regulations or, if only Authority financing is used, as that term is defined in the Act;
- E. "Housing Development" means a rehabilitation or construction project which contains a significant element of housing for persons of low income and elements of other housing and commercial, recreational, industrial, communal, and educational facilities which the Authority determines improve the quality of development as it relates to housing persons of low income;
- F. "Mortgage Loan" means a loan to be made by the Authority or made by a private lender and insured by HUD to the Sponsor for the acquisition, rehabilitation and/or permanent financing of a housing development;

- G. "Sponsor" means the Otsego Elderly Limited Dividend Housing Association, LLC, a limited liability company organized under the laws of the State of Michigan and pursuant to Chapter 7 of the Act;
- H. "Utilities" means amounts paid for fuel, water, sanitary and storm sewer, and/or electrical service utilized by the housing development.
- I. "HUD" means the U.S. Department of Housing and Urban Development.

Section 2. Preamble. It is acknowledged that it is a proper public purpose of the State of Michigan and its political subdivisions to provide housing for its citizens of low income and to encourage the development of such housing by providing for a service charge in lieu of property taxes in accordance with the State Housing Development Authority Act of 1966, as amended. The City is authorized by the Act to establish or change the service charge to be paid in lieu of taxes by any or all class of housing exempt from taxation under the Act at any amount not exceeding the taxes that would be paid but for the Act. It is further acknowledged that such housing for persons of low income is a public necessity, and as the City will be benefited and improved by such housing, the encouragement of the same by providing certain real estate tax exemptions therefor is a valid public purpose. It is further acknowledged that the continuance of the provisions of this ordinance for tax exemptions and the service charge in lieu of taxes during the period hereinafter contemplated are essential to the determination of economic feasibility of the Housing Development herein referenced which is constructed and financed in reliance thereon. It is further acknowledged that the Otsego Elderly Limited Dividend Housing Association, LLC has offered, subject to the receipt of a Mortgage Loan from the Authority or a mortgage loan made by a private lender and insured by HUD, to own, rehabilitate and operate a Housing Development identified as Otsego Apartments on certain property located at Francis Street and Michigan Avenue in the City of Jackson, to serve elderly persons of low income, and that Otsego Elderly Limited Dividend Housing Association, LLC has offered to pay the City on account of the elderly portion of that Housing Development an annual service charge for public services in lieu of all taxes.

Section 3. Class of Housing Development. It is hereby determined that the class of Housing Development to which the tax exemption recognized herein shall apply, and for which a service charge shall be paid in lieu of taxes, is a Housing Development for elderly persons of low income, which development is financed or assisted pursuant to the Act. It is further determined that the Otsego Apartments Housing Development is of that class.

Section 4. Exemption. The Housing Development identified as Otsego Apartments, and the property on which it is located, said property consisting of the lands described in the attached Exhibit A, is hereby determined to be exempt from all real and personal property taxes, pursuant to the Act. The City acknowledges that the Sponsor and the Authority and/or HUD have established the economic feasibility of the Housing Development in reliance upon the enactment

and continuing effect of this ordinance and the qualifications of the Housing Development for exemption from all property taxes and the payment of a service charge in lieu thereof.

Section 5. Establishment of a Service Charge. In consideration of the Sponsor's offer, which is subject to the receipt of a Mortgage Loan from the Authority and/or a mortgage loan from a private lender insured by HUD to construct, own and operate the Housing Development, the City agrees to accept payment of an annual service charge for public services in lieu of all property taxes on the Housing Development. The Sponsor agrees to pay the service charge as provided in this ordinance and under the Act. The annual service charge for the Housing Development and the property on which it is located, which property is described in attached Exhibit A, shall be five percent (5%) of the difference between contract rents actually collected, and utilities. The annual service charge shall be payable in the same manner as general property taxes are payable to the City, except that the annual payment shall be paid on or before June 1 of each year.

Section 6. Duration. The tax exemption recognized herein shall not be withdrawn, and the service charge established herein shall not be changed by the City, so long as the Mortgage Loan remains outstanding and unpaid, or the Authority or HUD has any interests in the property, but not more than fifty (50) years; provided, that:

- A. Sponsor annually files with the City Assessor a certified notification of exemption, as required by Section 15a(1) of the Act; and
- B. Pursuant to Section 15a(6) of the Act, the annual service charge to be paid in lieu of taxes for that part of the Housing Development which is occupied by other than elderly persons of low income, shall be equal to the full amount of taxes that would be paid on that portion of the Housing Development if the Housing Development were not exempt; and
- C. Acquisition of the Housing Development commences within one (1) year of the effective date of this ordinance.

Section 7. Contractual Effect of Ordinance. Notwithstanding the provisions of Section 15a(5) of the Act to the contrary, a contract between the City of Jackson and the Sponsor is hereby effected to provide tax exemption and accept payment in lieu thereof as previously described with the Authority and HUD third party beneficiaries thereunder.

Section 8. Development Agreement. Contemporaneously with the passage of this Ordinance, the City and the Sponsor have entered into a Development Agreement whereby the City has agreed to allow Sponsor additional time to comply with various sections of the City of Jackson Code of Ordinances, and agreed to passage of this Ordinance based on the Sponsors agreement to make certain improvements to the Housing Development and to provide housing to elderly persons of low income. Default in the terms of the Development Agreement shall result in repeal of this Ordinance. A copy of the Development Agreement is attached as Exhibit B and incorporated herein by reference.

Section 9. Severability. The various sections and provisions of this ordinance shall be deemed to be severable, and should any section or provision of this ordinance be declared by any court of competent jurisdiction to be unconstitutional and invalid, the same shall not affect the validity of the ordinance as a whole or any section or provision hereof other than the sections or provisions so declared to be unconstitutional or invalid.

Section 10. Effective Date. This ordinance shall become effective thirty (30) days from the date of its adoption. All ordinances or parts of ordinances in conflict herewith are hereby repealed to the extent of their conflict.

Exhibit A

Land in the City of Jackson, Jackson County, Michigan and described as follows, to-wit:

That Part of Lots 7, 8 and 9, Block 1 South, Range 2 East, Village of Jacksonburgh (now City of Jackson), as recorded in Liber 4 of Plats, page 2, Jackson County Records, which is described as follows:

Commencing at the Northeast corner of Section 3, Town 3 South, Range 1 West, thence South $89^{\circ} 34' 44''$ West 178.91 feet along the North line of Section 3 and the center line of Michigan Avenue; thence South $0^{\circ} 25' 32''$ East 49.50 feet to the Northwest corner of Lot 7, Block 1 South, Range 2 East, Original Plat of Jacksonburgh (now City of Jackson) said point being the intersection of the South line of Michigan Avenue and the East line of a 16.50 foot public alley, and also the place of beginning of this description; thence North $89^{\circ} 34' 44''$ East 97.10 feet along the South line of Michigan Avenue, thence South $46^{\circ} 08' 03''$ East 27.12 feet along the brick of a 5 story building, now standing, to the West line of Francis Street, as now established, thence South $1^{\circ} 17' 33''$ East 179.98 feet along the West line of Francis Street to a point North $1^{\circ} 17' 33''$ West 67.47 feet (67.4 feet per deed) from the North line of Courtland Street and to the North line of a brick building, now standing, thence South $88^{\circ} 31' 14''$ West 36.79 feet along the North line of said brick building, thence South $0^{\circ} 25' 32''$ East 12.65 feet along the West line of said brick building, thence South $89^{\circ} 55' 14''$ West 23.45 feet along said brick building, thence North $0^{\circ} 25' 32''$ West 0.85 feet along said brick building, thence South $89^{\circ} 03' 44''$ West 34.35 feet along the North line of said brick building, thence South $0^{\circ} 25' 32''$ East 4.50 feet along the West line of said brick building, thence South $89^{\circ} 43' 44''$ West 24.65 feet along said brick building and said line extended to the East line of said 16.50 foot public alley and West line of Lot 9 at a point North $0^{\circ} 25' 32''$ West 50.25 (50.1 foot per deed) North of the North line of Courtland Street, and thence North $0^{\circ} 25' 32''$ West 215.98 feet along the East line of said 16.50 foot alley and the West line of Lots 7 and 9 to the place of beginning of this description.

Bearings are based on the North line of Section 3, Town 3 South, Range 1 West, as being South $89^{\circ} 34' 44''$ West from a Polaris Observation taken January 30, 1968.

Subject to an easement as set forth in instrument recorded September 20, 1966 in Liber 754, on page 62, Jackson County

Records, being re-described to coincide with new metes and bounds description above:

An easement for the purpose of ingress to and egress from the above described property. Commencing at the Northeast corner of Section 3, Town 3 South, Range 1 West, thence South $89^{\circ} 34' 44''$ West 178.91 feet along the North line of Section 3 and the center line of Michigan Avenue, thence South $0^{\circ} 25' 32''$ East 49.50 feet to the Northwest corner of Lot 7, Block 1 South, Range 2 East, Original Plat of the Village of Jacksonburgh, (now City of Jackson) said point being the intersection of the South line of Michigan Avenue and the East line of a 16.50 foot public alley, thence continuing South $0^{\circ} 25' 32''$ East 202.33 feet along the East line of said 16.50 foot public alley and West line of Lots 7 and 9, Block 1 South, Range 2 East, to a point North $0^{\circ} 25' 32''$ West 63.90 feet from the North line of Courtland Street, said point being the place of beginning of this easement description; thence North $89^{\circ} 30' 24''$ East 82.46 feet to the West line of a brick building, now standing, thence South $0^{\circ} 25' 32''$ East 10.0 feet along the West line of said brick building, to the North line of said brick building, thence South $89^{\circ} 55' 14''$ West 23.45 feet along the North line of said brick building thence North $0^{\circ} 25' 32''$ West 0.85 feet along the West line of said brick building, thence South $89^{\circ} 03' 44''$ West 34.35 feet along the North line of said brick building, thence South $0^{\circ} 25' 32''$ East 4.50 feet along the West line of said brick building, thence South $89^{\circ} 43' 44''$ West 24.65 feet along the North line of said brick building and said line extended to a point on the East line of said 16.50 foot public alley and the West line of Lot 9, North $0^{\circ} 25' 32''$ West 50.25 feet from the North line of Courtland Street, and thence North $0^{\circ} 25' 32''$ West 13.65 feet along the East line of said 16.50 foot public alley and West line of Lot 9 to the place of beginning of this easement description.

And reserving unto the parties of the first part an easement over and across the Northernmost part of the above described property for the purpose of providing for the continued existence, use, and support of a fire escape on and from the building immediately adjacent on the North of said property.

Bearings are based on the North line of Section 3, Town 3 South, Range 1 West, as being South $89^{\circ} 34' 44''$ West from a Polaris Observation taken on January 30, 1968.