



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

AGENDA – CITY COUNCIL MEETING

January 10, 2012
7:00 p.m.

1. **Call to Order.**
2. **Pledge of Allegiance** – Invocation by Kimberly Jaquish, 2nd Ward City Councilmember.
3. **Roll Call.**
4. **Adoption of Agenda.**
5. **Agenda Item Citizen Comments. (3-Minute Limit)**
6. **Presentations/Proclamations.**
 - A. Presentation by the City Clerk of proposed City Reapportionment Plans.
 1. Public Hearing on Proposed Reapportionment Plans A, B, and C.
 - a. Consideration and selection of a proposed plan; direct the City Attorney to prepare an ordinance establishing the new ward and precinct boundaries.
7. **Consent Calendar.**
 - A. Approval of the minutes of the regular City Council meetings of November 29, and December 6, 2011, and the special meeting minutes for December 8, 2011.
 - B. Approval of a contract amendment for the Wastewater Treatment Plant Replacement/Upgrade Engineering Contract to Tetra Tech, Inc., Ann Arbor, in the amount of \$14,800.00, and authorization for the City Manager to execute the appropriate document in accordance with the recommendation of the City Engineer/Director of Public Works.
 - C. Approval of Traffic Control Order (TCO) No. 2100, requiring all traffic at the intersection of First Street and Michigan Avenue to stop prior to entering the intersection, and westbound Michigan Avenue traffic required to turn northbound or southbound onto First Street.
 - D. Approval of Traffic Control Order (TCO) No. 2101, requiring all eastbound to northbound traffic on Michigan Avenue utilizing the slip ramp to Wildwood Avenue to yield the right-of-way to westbound traffic on Wildwood Avenue; and westbound traffic on Wildwood Avenue approaching the slip ramp shall be prohibited from turning left (southbound) into the slip ramp.
 - E. Approval of Traffic Control Order (TCO) No. 2102, that on the north side of Michigan Avenue from Steward Street to 150 feet east of Steward Street, parking shall be prohibited. From 150 feet east of Steward to 250 feet east of Steward, parallel parking shall be permitted, from 250 feet east of Steward to 35 feet west of First Street, angle parking shall be permitted. On the south side of Michigan Avenue from Steward to First Street, parking shall be prohibited.
 - F. Receipt with regret the resignation of Jonathan Greene from the JACTS Policy Committee.
 - G. Receipt with regret the resignation of Derek J. Dobies from the Human Relations Commission.

- H. Receipt of a petition circulated by Anthony Raduazo to vacate a 124 foot long portion of a 25 foot wide alley running north and south in Hillside subdivision and referral to staff for appropriate action.
- I. Receipt of the City Treasurer's Quarterly Report for the first quarter of Fiscal Year 2011-2012.
- J. Receipt of the City of Jackson's summary of revenue and expenditures for five (5) months ended, November 30, 2011.
- K. Receipt of the CDBG and HOME Financial Summaries through November 30, 2011
- L. Receipt of the Dangerous Building Report through December 31, 2011.
- M. Receipt of a Complaint filed in the State of Michigan Court of Appeals by the County of Jackson, Michigan, vs. the City of Jackson, and referral to the City Attorney for appropriate action.
- N. Receipt of a Complaint filed in the State of Michigan Court of Appeals by Jackson Coffee Co., and Klein Brothers, LLC, vs. the City of Jackson, and referral to the City Attorney for appropriate action.
- O. Establishment of January 24, 2012, at the City Council meeting as the time and place to hold public hearings on the following Special Assessment Rolls for street construction:
 1. Roll No. 3365 for street repaving on Loomis from Leroy to Argyle Streets.
 2. Roll No. 3366 for street repaving on North Street from Cooper to Lansing Avenue.
 3. Roll No. 3367 for street repaving on Mason from Mechanic to Francis Streets.
 4. Roll No. 3368 for street repaving on Wilkins from Jackson to Francis Streets.

8. **Committee Reports.**

9. **Appointments.**

- A. Approval of the appointment and reappointment of the Mayor and City Councilmembers to various boards, commissions and committees.
- B. Approval of the Mayor's recommendation to reappoint Paul A. McWalters to the Building Code Board of Appeals for a three-year term, beginning October 14, 2011, and ending October 13, 2014.
- C. Approval of the Mayor's recommendation to appoint Martin J. Griffin, Mayor, to the Building Code Board of Appeals for a three-year term, beginning January 1, 2012, and ending December 31, 2014.
- D. Approval of the Mayor's recommendation to appoint Cindy Collver to the City Planning Commission for a three-year term, beginning January 1, 2012, and ending December 31, 2014.
- E. Approval of the Mayor's recommendation to appoint John Polaczyk to the Downtown Development Authority for a four-year term beginning January 1, 2012, and ending December 31, 2015, and to reappoint Donna Blake (Midtown Association Representative) to the Downtown Development Authority for a four-year term, beginning January 1, 2012, and ending December 31, 2015.
- F. Approval of the Mayor's recommendation to reappoint Jeannette Woodard and C. Jean Weir to the Historic District Commission for a three-year term each, beginning January 1, 2012, and ending December 31, 2014.
- *G. Item deleted.**
- H. Approval of the Mayor's recommendation to reappoint Randy McMunn to the Jackson County Comprehensive Traffic Safety Project for a two-year term beginning January 1, 2012, and ending December 31, 2013.
- I. Approval of the Mayor's recommendation to reappoint Patricia Ann Davis-Dye to the Jackson Housing Commission for a five-year term, beginning October 31, 2011, and ending October 30, 2016.
- J. Approval of the Mayor's recommendation to reappoint Elaine Crawford to the Zoning Board of Appeals for a three-year term, beginning January 1, 2012, and ending December 31, 2014.
- K. Approval of the Mayor's recommendation to appoint Patrick Burtch to the JACTS Policy Committee.

10. **Public Hearings.**

11. **Resolutions.**

- A. Consideration of a resolution recognizing End Hunger In Jackson as a nonprofit organization operating in the community for the purpose of obtaining charitable gaming licenses.
- B. Consideration of a resolution establishing receiving boards for elections held in the City in 2012.
- C. Consideration of a resolution amending the existing ICMA-RC Section 401 Governmental Money Purchase Plan and Trust.
- D. Consideration of a resolution amending the Community Development Block Grant budget for fiscal year 2011-2012 to reallocate Code Enforcement funds to the City Attorney's office.
- E. Consideration of a resolution approving a contract between the City and the Michigan Department of Transportation (MDOT), in the amount of \$8,615,721.00 (City's share is \$102,098.00) for reconstruction and widening work on West Avenue between Wildwood Avenue and Ganson Street; including storm sewer, sanitary sewer, and watermain replacement, and removal and replacement of structure R01 of 38072 which carries West Avenue over the Norfolk Southern Railroad; all together with necessary related work, located within the corporate limits of the City, and authorization for the Mayor and City Clerk to execute the appropriate document(s).
- F. Consideration of a resolution recommending the United States Congress recognize the importance of the F-35 Joint Strike Fighter to the City of Jackson, the state of Michigan, the United States and our allies around the world by supporting funding for the F-35 program.

12. **Ordinances.**

- A. Final adoption of Ordinance No. 2012.1 declaring an additional, 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.

13. **Other Business.**

14. **New Business.**

- A. Consideration of the proposed Letter of Agreement between the City and the Police Officers Labor Council Supervisory Unit (POLC-S) extending the Collective Bargaining Agreement to March 31, 2012.
- B. Consideration of the proposed Letter of Agreement between the City and the Michigan Association of Public Employees (MAPE) extending the Collective Bargaining Agreement to March 31, 2012.
- C. Consideration of the request to approve a contract award for the West Avenue and Fourth Street traffic study to Hubbel, Roth & Clark, Bloomfield Hills, in the amount of \$35,636.94, and authorization for the Mayor and City Clerk to execute the appropriate document(s) in accordance with the recommendation of the Purchasing Agent and the City Engineer/Director of Public Works.

15. **Executive Session to discuss pending litigation.**

16. **Return to Open Session.**

17. **Non-Agenda Item Citizen, Council, and Manager Comments. (3-Minute Limit)**

18. **Adjournment.**

***Item Deleted**



CITY CLERK'S OFFICE
Lynn Fessel, City Clerk

CITY COUNCIL MEETING
January 10, 2011

MEMO TO: Honorable Mayor and City Councilmembers
FROM: Lynn Fessel, City Clerk 
SUBJECT: Proposed Reapportionment Plans for the City of Jackson

MOTION: PRESENTATION BY THE CITY CLERK OF PROPOSED CITY REAPPORTIONMENT PLANS

PUBLIC HEARING ON PROPOSED REAPPORTIONMENT PLANS A, B AND C.

- 1. CONSIDERATION AND SELECTION OF A PROPOSED PLAN; DIRECT THE CITY ATTORNEY TO PREPARE AN ORDINANCE ESTABLISHING THE NEW WARD AND PRECINCT BOUNDARIES.**

Attached you will find ward maps, ward/precinct maps and statistics, which represent Proposed Reapportionment Plans A, B and C for your consideration. Plan B, recommended by the City Election Commission on October 4, 2011, was given to Council at the October 11, 2011, meeting. Council action was to refer the matter back to staff to develop additional options, which are before you as Plans A and C.

The City Election Commission met on December 20, 2011, and reviewed Proposed Plans A, B and C. They voted unanimously to forward all three Plans to the Council for consideration and to recommend Plan B.

The following is a history of this reapportionment process: Several months ago, I began working with Scott Ambs, GIS Director for the County, and City Attorney Giglio using the required 2010 census data and additional city, state and federal requirements for reapportionment. This work resulted in the attached, proposed reapportionment plans.

The biggest change for the City of Jackson is the reduction of County Commission Districts from three (8, 9 and 10) to two (7 and 8). The boundary changes for our Congressional District and State House and State Senate Districts will not affect the City.

The City Charter states that "Reapportionment of wards shall be done, based on the official release of each U. S. decennial census, at intervals of ten years. Reapportioned wards shall be as nearly of equal population as practicable, contiguous, and compact." Michigan Election law stipulates that all precincts "shall be composed as nearly as practicable of compact and contiguous territory and shall have clearly defined and clearly observable boundaries." "Each precinct must not contain more than 2,999 registered voters." Federal Law requires a total plan deviation of 10% or less. Proposed Plan A has a deviation of 7.32%, Proposed Plan B has a deviation of 8.00% and Proposed Plan C has a deviation of 4.29%.

Each of the three proposed plans includes a reduction in precincts and attached you will find an information sheet showing the cost savings per year if two precincts are eliminated.

The new ward and precinct boundaries, adopted by Council, will not go into effect until the August 2012 Primary Election. However, immediate action on this matter is requested so that I am able to meet all deadlines related to the street index changes in our state-wide Qualified Voter File and the proper notification of every voter affected by a permanent voting district change or precinct reassignment. As you are aware, ordinances must be approved and adopted (2 City Council meetings) and do not go into effect until thirty (30) days after their adoption.

Regarding notice to the public, a classified display ran in the January 1, 2012, Jackson Citizen Patriot announcing the public hearing and the attached Proposed Plans A, B and C will be on display in the first floor lobby.

Requested action is to select one of the proposed reapportionment plans and direct the City Attorney to prepare an ordinance establishing the new ward and precinct boundaries after the public hearing is held.

C: City Manager

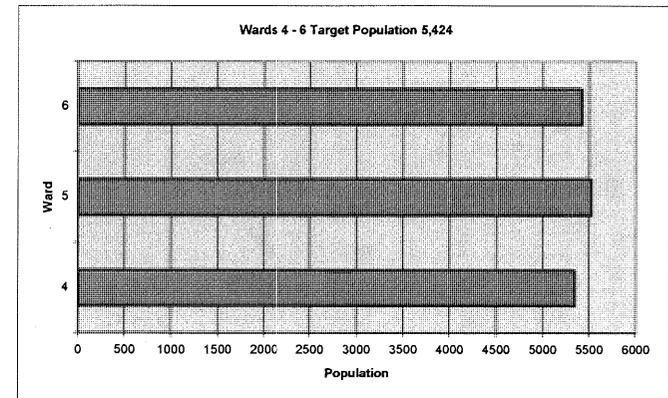
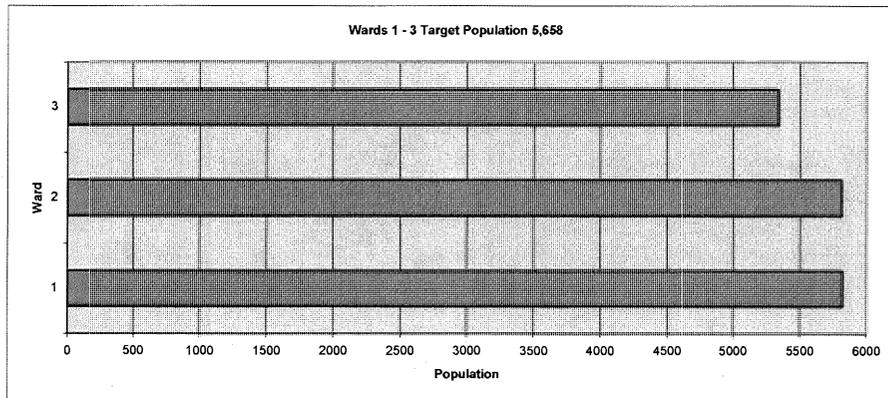
ESTIMATED COST SAVINGS FOR ONE YEAR AS A RESULT
OF ELIMINATING TWO PRECINCTS

Cost of 2 Election Chairman	\$340.00	each election
Cost of 6 Election Inspectors	\$870.00	each election
Cost of Precinct Supplies	\$ 50.00	each election
Cost of Precinct Set-up	\$100.00	each election
Cost of Programming	<u>\$450.00</u>	each election
 TOTAL	 \$1,810.00	 each election
 3 elections per year =	 \$5,430.00	

PROPOSED WARD PLAN A City of Jackson, Michigan

Commission District	Ward	Precinct	Total Registered Voters	Total Population	Population Deviation	% Deviation	Total White	% White	Total Black	% Black	Total Native American	% Native American	Total Asian	% Asian	Total Pacific Islander	% Pacific Islander	Total Other	% Other
7	1	1-1	1966	5820	162	2.86	2668	45.84	2519	43.28	25	0.43	41	0.7	1	0.02	113	1.94
		1-2	1980															
	2	2-1	2632	5814	156	2.76	3761	64.69	1435	24.68	25	0.43	28	0.48	2	0.03	114	1.96
		2-2	1113															
	3	3-1	1817	5339	-319	-5.64	4681	87.68	516	9.66	23	0.43	34	0.64	1	0.02	99	1.85
		3-2	1727															
8	4	4-1	1577	5342	-82	-1.51	4180	78.25	782	14.64	17	0.32	29	0.54	0	0	80	1.5
		4-2	1720															
	5	5-1	1479	5515	91	1.68	4062	73.65	1070	19.4	17	0.31	41	0.74	3	0.05	79	1.43
		5-2	1352															
		5-3	985															
	6	6-1	1015	5416	-8	-0.15	4595	84.84	535	9.88	13	0.24	67	1.24	0	0	49	0.9
		6-2	1535															
		6-3	1460															

7.32 Total Plan Deviation



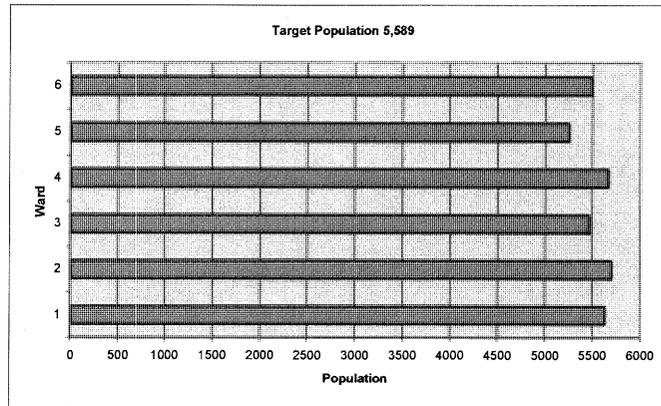
PROPOSED WARDS PLAN B

(Existing Wards)

City of Jackson, Michigan

Ward	Precinct	Total Registered Voters	Total Population	Population Deviation	% Deviation	Total White	% White	Total Black	% Black	Total Native American	% Native American	Total Asian	% Asian	Total Pacific Islander	% Pacific Islander	Total Other	% Other
1			5626	37	0.66	2173	38.62	2866	50.94	19	0.34	44	0.78	1	0.02	73	1.3
	1-1	1823															
2	1-2	2138															
	2-1	2093	5697	108	1.93	4455	78.2	665	11.67	32	0.56	29	0.51	2	0.04	136	2.39
3	2-2	1468															
	3-1	661	5466	-123	-2.2	4545	83.15	767	14.03	18	0.33	30	0.55	1	0.02	86	1.57
4	3-2	1484															
	3-3	1253															
	4-1	1470	5663	74	1.32	4662	82.32	642	11.34	18	0.32	51	0.9	0	0	78	1.38
5	4-2	1401															
	4-3	1269															
	5-1	976	5250	-339	-6.07	3413	65.01	1371	26.11	20	0.38	18	0.34	1	0.02	114	2.17
6	5-2	1036															
	5-3	1191															
	6-1	1279	5489	-100	-1.79	4654	84.79	541	9.86	13	0.24	65	1.18	2	0.04	46	0.84
	6-2	1363															
	6-3	1453															

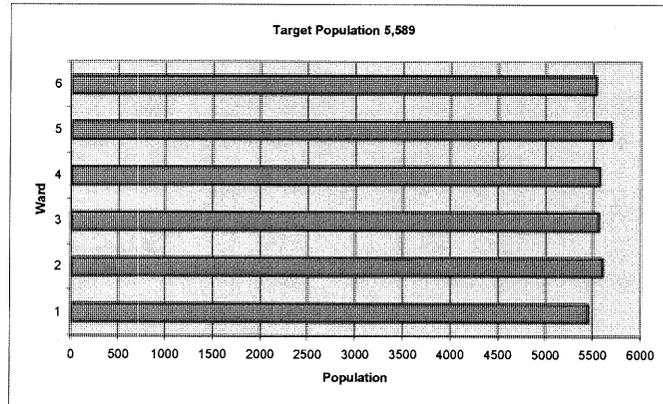
8 Total Plan Deviation



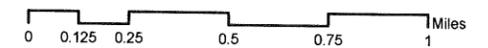
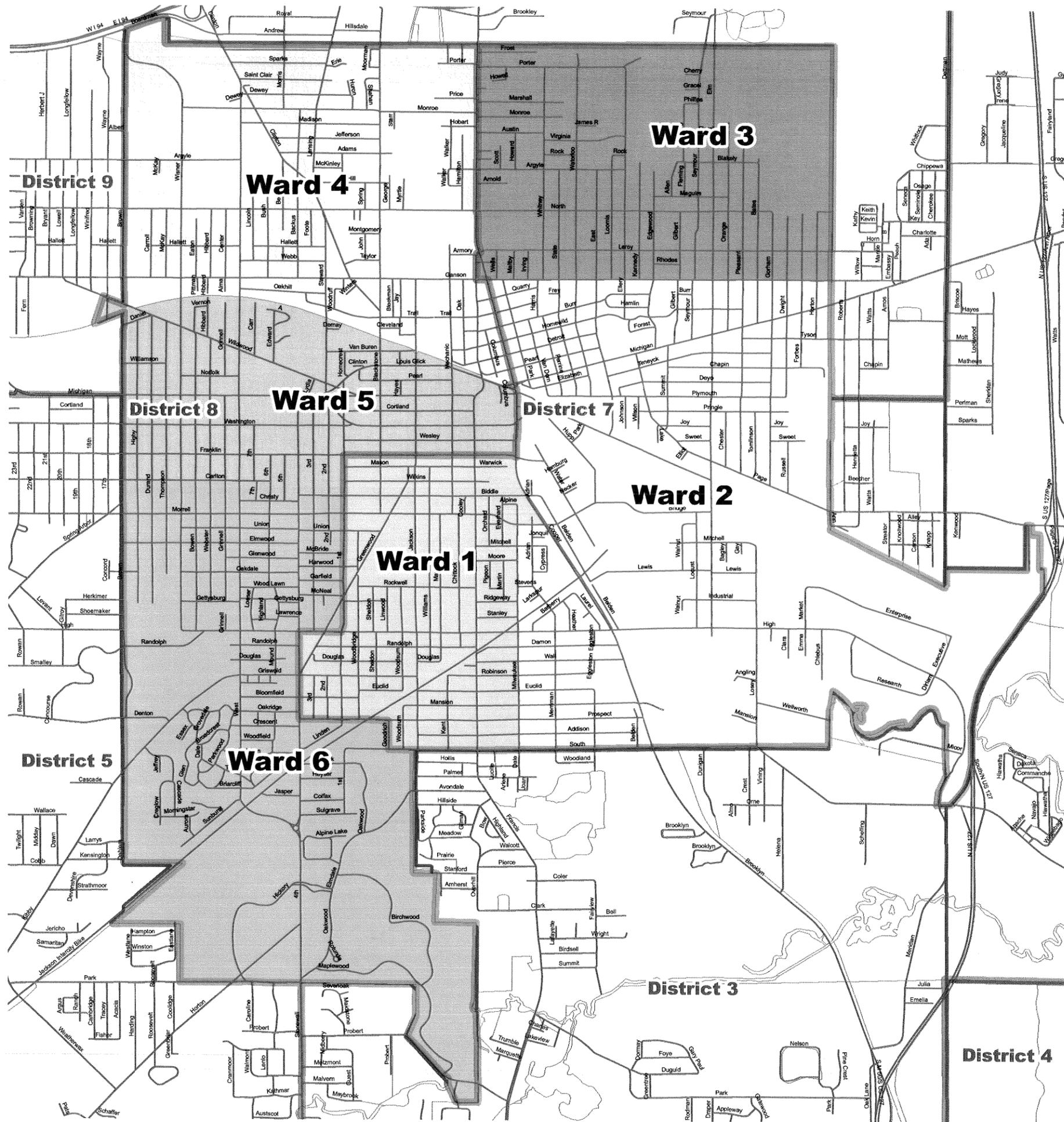
PROPOSED WARDS PLAN C City of Jackson, Michigan

Ward	Precinct	Total Registered Voters	Total Population	Population Deviation	% Deviation	Total White	% White	Total Black	% Black	Total Native American	% Native American	Total Asian	% Asian	Total Pacific Islander	% Pacific Islander	Total Other	% Other
1			5448	-141	-2.52%	4191	76.93%	883	16.21%	18	0.33%	27	0.50%	0	0.00%	71	1.30%
	1-1	1235															
	1-2	2303															
2			5599	10	0.18%	4682	83.62%	481	8.59%	19	0.34%	36	0.64%	1	0.02%	101	1.80%
	2-1	1638															
	2-2	1856															
3			5561	-28	-0.50%	3978	71.53%	992	17.84%	28	0.50%	27	0.49%	2	0.04%	124	2.23%
	3-1	275															
	3-2	1736															
	3-3	1535															
4			5565	-24	-0.43%	2833	50.91%	2162	38.85%	22	0.40%	36	0.65%	0	0.00%	115	2.07%
	4-1	1759															
	4-2	1787															
5			5688	99	1.77%	4682	82.31%	688	12.10%	13	0.23%	65	1.14%	3	0.05%	61	1.07%
	5-1	2057															
	5-2	2071															
6			5527	-62	-1.11%	3501	63.34%	1594	28.84%	20	0.36%	46	0.83%	1	0.02%	60	1.09%
	6-1	1740															
	6-2	199															
	6-3	2167															

4.29 Total Plan Deviation



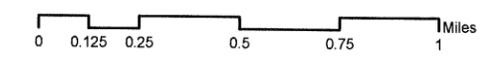
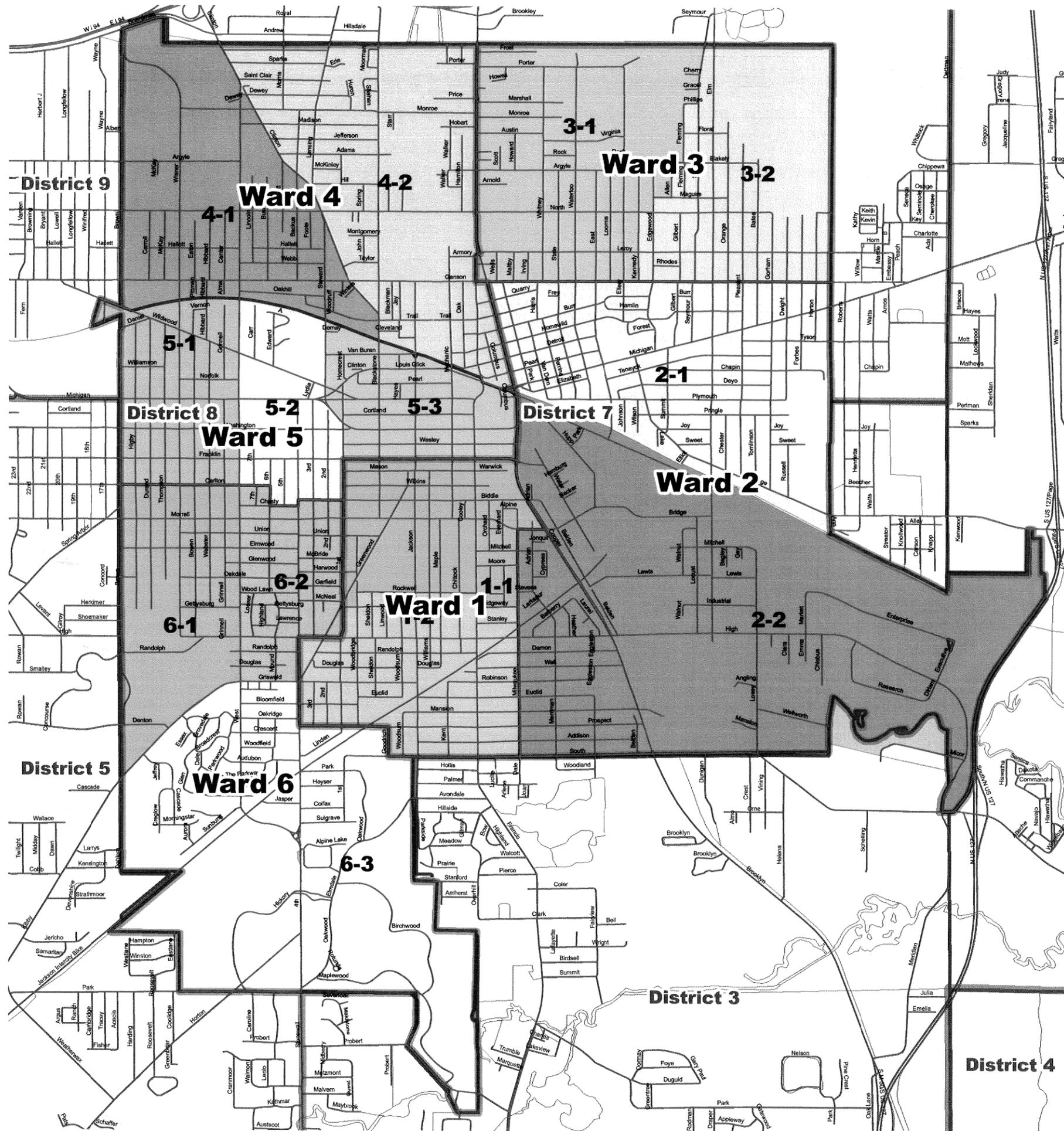
PROPOSED WARDS PLAN A



Map Prepared: September 19, 2011

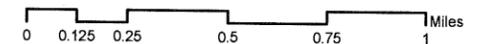
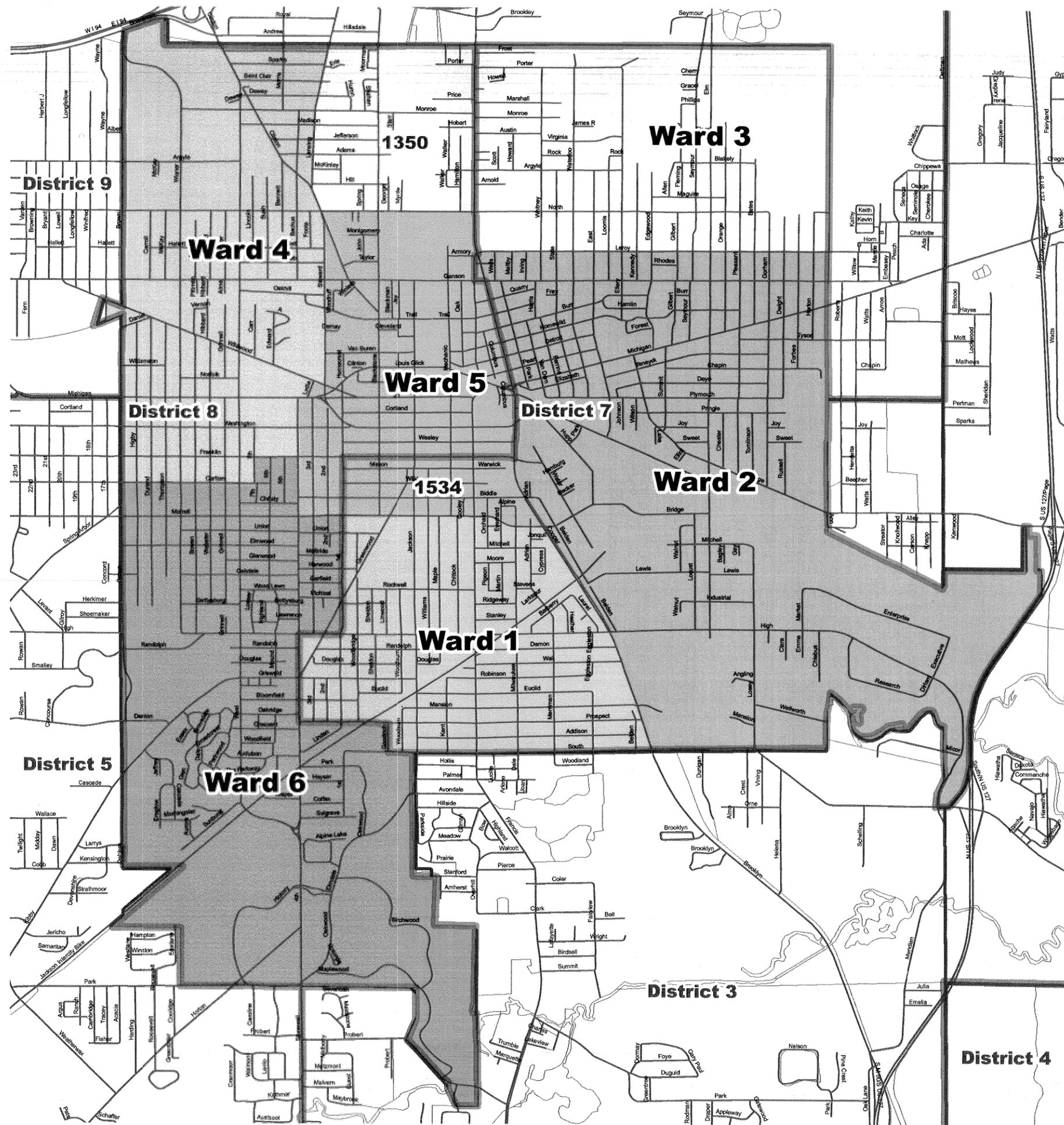
PROPOSED PRECINCTS

Proposed Wards Plan A



Map Prepared: January 3, 2012

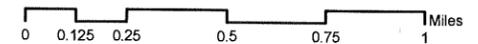
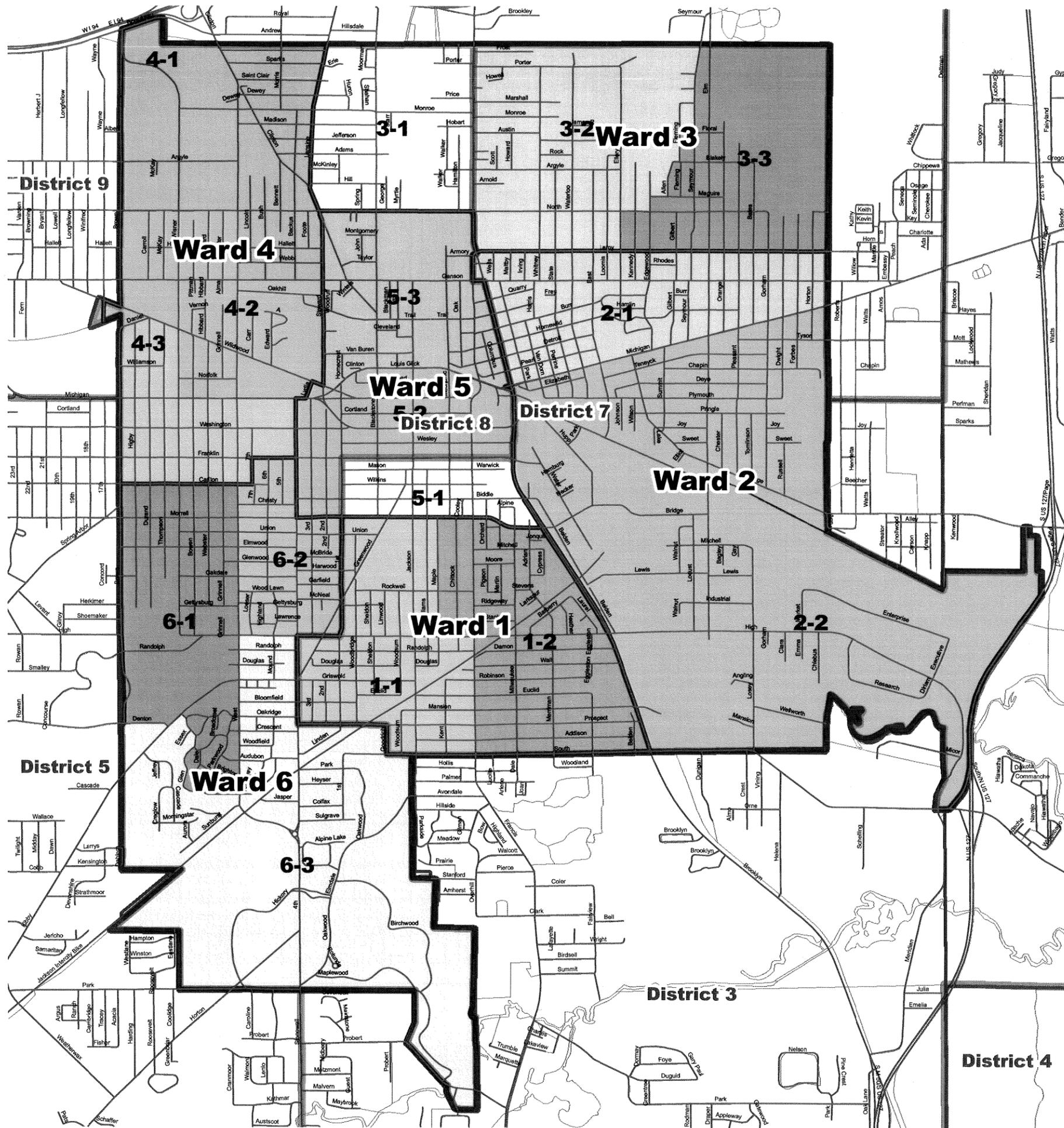
PROPOSED WARDS PLAN B (Existing Wards)



Map Prepared: September 19, 2011

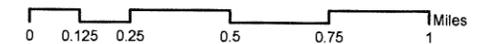
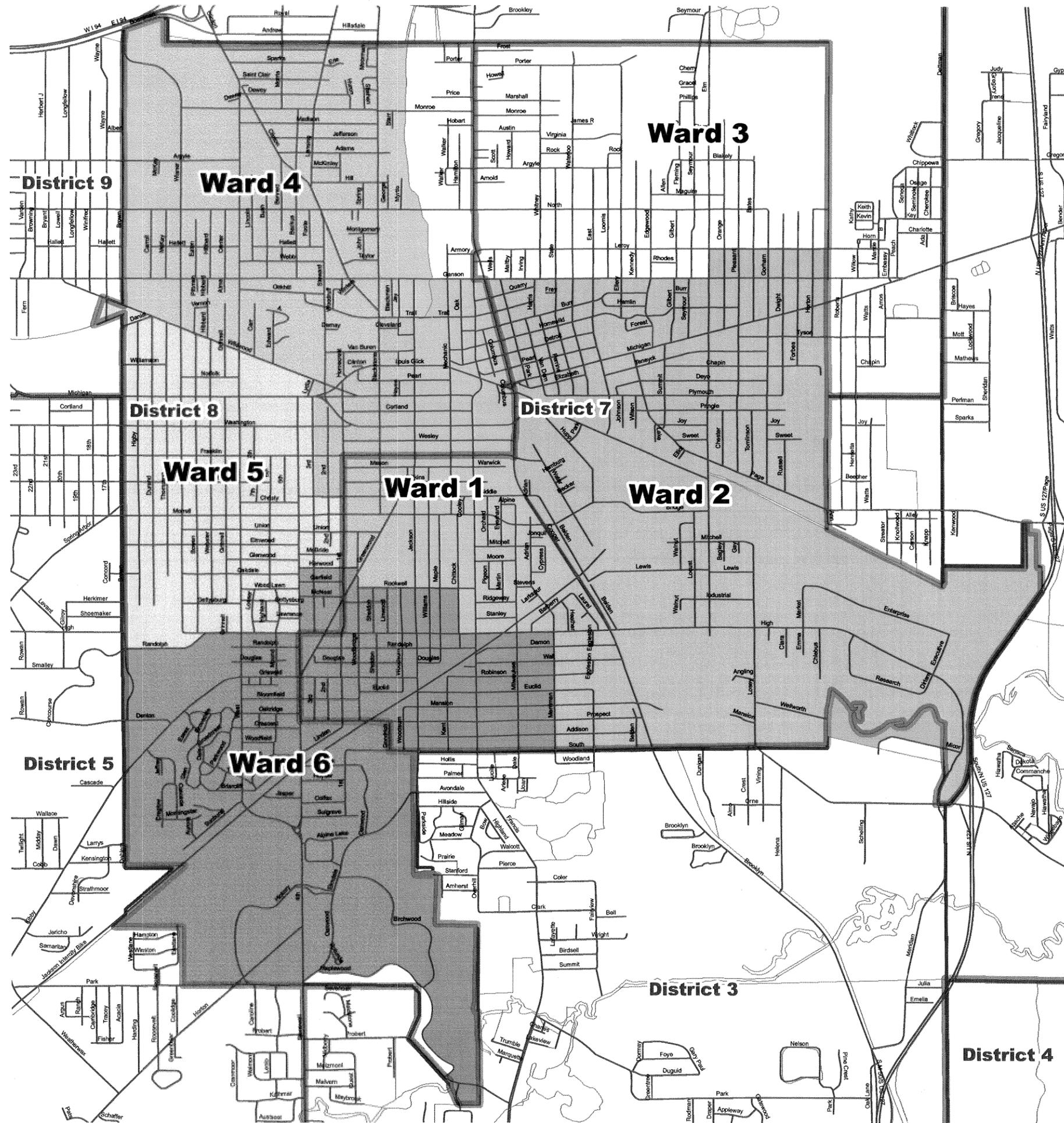
PROPOSED PRECINCTS

Proposed Wards Plan B



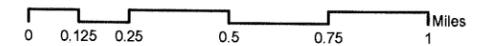
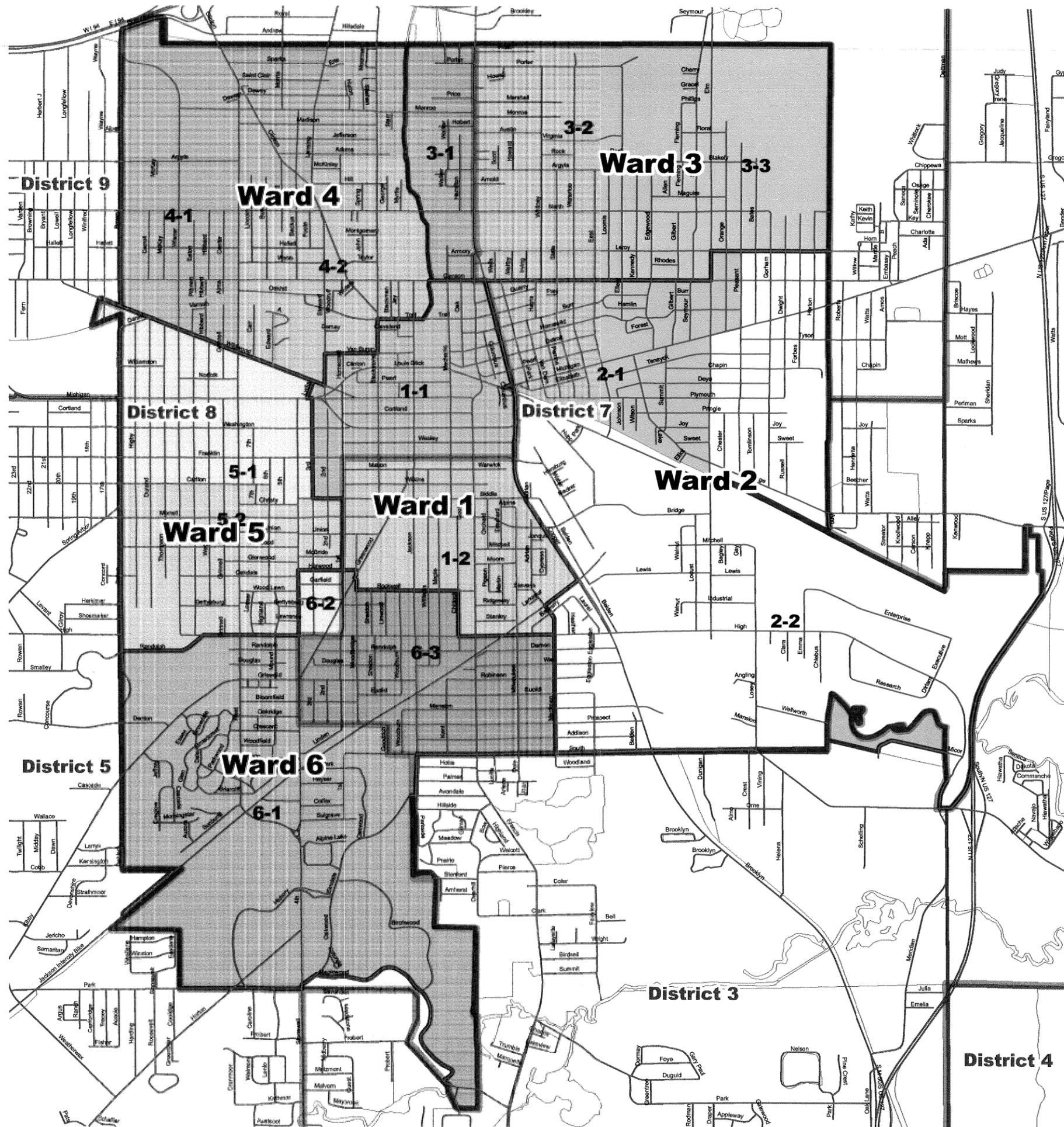
Map Prepared: September 30, 2011

PROPOSED WARDS PLAN C



PROPOSED PRECINCTS

Proposed Wards Plan C



Map Prepared: December 12, 2011

JACKSON CITY COUNCIL MEETING

MINUTES

NOVEMBER 29, 2011

CALL TO ORDER.

The Jackson City Council met in regular session in City Hall and was called to order at 7:00 p.m. by Mayor Karen F. Dunigan.

PLEDGE OF ALLEGIANCE – INVOCATION.

The Council joined in the pledge of allegiance. The invocation was given by Mayor Dunigan.

ROLL CALL.

Present: Mayor Karen F. Dunigan and Councilmembers Carl L. Breeding, Robert B. Howe, Daniel P. Greer, Andrew R. Frounfelker and John R. Polaczyk—6. Absent with excuse: Councilmember Kenneth E. Gaiser—1.

Also Present: City Manager Laurence Shaffer, City Attorney Julius A. Giglio, City Clerk Lynn Fessel, City Assessor David Taylor, Police Chief Matt Heins, City Engineer Jon Dowling and Deputy City Manager/Community Development Director Patrick Burch.

AGENDA.

Motion was made by Councilmember Breeding and seconded by Councilmember Polaczyk to add an item under Other Business regarding the return of the Police/Fire Chief to Police Chief and the appointment of a Fire Chief by the City Manager. The motion was lost due to the following tie vote. Yeas: Councilmembers Breeding, Frounfelker and Polaczyk—3. Nays: Mayor Dunigan and Councilmembers Howe and Greer—3. Absent: Councilmember Gaiser—1.

Motion was made by Councilmember Howe and seconded by Councilmember Greer to adopt the Agenda. The motion was adopted by the following vote. Yeas: Mayor Dunigan and Councilmembers Breeding, Howe, Greer and Frounfelker--5. Nays: Councilmember Polaczyk--1. Absent: Councilmember Gaiser—1.

CITIZEN COMMENTS.

Laura Schlecte discussed the proposed graffiti ordinance, stating that she hates to see the property owners penalized. She noted that the Community Action Agency has neighborhood stabilization homes

and they are offering a \$4,000 commission and that is a competitive disadvantage for the City. She also encouraged the Council to support the Purchase Agreement for 1707 E. Ganson Street.

Bill Jewell thanked Mayor Dunigan for her service and discussed the pros and cons of the City's leaf pick-up program.

Robert Sutherby spoke in opposition to the proposed graffiti ordinance, stating that the onus should be placed on the perpetrators.

Lane Montgomery spoke in support of the proposed false alarm ordinance and in opposition to pay increases for appointed officials.

Jon Williams expressed his appreciation to the outgoing officials, thanking them for their service.

Gerald Montgomery thanked Mayor Dunigan for an outstanding job and thanked Patrick Burch for getting something done with just one phone call. He also thanked the outgoing officials and told the City Manager not to get too comfortable.

PRESENTATIONS/PROCLAMATIONS.

A. CITY MANAGER'S ADDRESS TO DEPARTING CITY COUNCILMEMBERS ROBERT HOWE, 2ND WARD, KENNETH GAISER, 4TH WARD AND JOHN POLACZYK, 6TH WARD.

City Manager Larry Shaffer acknowledged the accomplishments and contributions of the outgoing Councilmembers. He noted Councilmember Gaiser's service as the City's Fire Chief, as well as his membership on the Emergency Management Advisory Council, the Finance Committee, the Intergovernmental Cooperation Committee and the Region 2 Planning Commission. He discussed Councilmember Howe's 25 years of service in the City Police Department and previous two-year term (1991-1993) on the City Commission. He also noted his membership on the City Affairs Committee, the Employees Retirement System Board, Intergovernmental Cooperation Committee and the local Emergency Planning Committee. He thanked Councilmember Polaczyk for his years of service as a member of the Telecommunications Advisory Board, the City Planning Commission, Parks and Recreation Commission and the City Affairs Committee. Mr. Shaffer presented plaques to Councilmembers Howe and Polaczyk.

B. CITY MANAGER'S ADDRESS TO DEPARTING MAYOR KAREN F. DUNIGAN.

City Manager Larry Shaffer stated that Mayor Dunigan helped lead the City through some of the most difficult financial times it has ever faced and gave her heart and soul to this City. He also recognized her membership on the Board of Review, the City's three pension boards, the City Planning Commission, the Downtown Development Authority, the Sharp Park Board, the Local Development Finance Authority/Brownfield Authority, the Parks and Recreation Commission and the Finance Committee (Chair).

CONSENT CALENDAR.

Motion was made by Councilmember Polaczyk and seconded by Councilmember Greer to approve the following Consent Calendar. The motion was adopted by the following vote. Yeas: Mayor

Dunigan and Councilmembers Breeding, Howe, Greer, Frounfelker and Polaczyk—6. Nays: 0. Absent: Councilmember Gaiser—1.

Consent Calendar

- A. Approval of the minutes of the regular City Council meeting of November 15, 2011.
- B. Approval of the request from the Downtown Development Authority to conduct Eve on the Ave in Downtown Jackson on Saturday, December 31, 2011, from 9:00 p.m. to 12:30 a.m., January 1, 2012. (Recommended approval has been received from the Police, Fire, Parks, Public Works and Engineering Departments, and the Downtown Development Authority. Special event insurance has been received.)
- C. Approval of the 2012-2013 CDBG/HOME Timetable and establishment of public hearings on January 24, 2012, and September 25, 2012, contingent upon the approval of regular City Council meeting dates established by resolution in the near future.
- D. Referral of matters related to the tax abatement Letter of Agreement with Mid-American Products, Inc., dated June 26, 2002, and Industrial Facilities Exemption Certificate No. 2002-436 to the City Affairs Committee for a recommendation.
- E. Receipt of the CDBG and HOME Financial Summaries through October 31, 2011.
- F. Receipt of the City of Jackson's summary of revenue and expenditures for four (4) months ended, October 31, 2011.

COMMITTEE REPORTS.

None.

APPOINTMENTS.

None.

PUBLIC HEARINGS.

- A. **PUBLIC HEARING ON THE REQUEST FROM CHRIST CENTERED HOMES TO REZONE PROPERTY LOCATED AT 224 MADISON STREET (PARCEL ID #1-0736.1000, 225 MADISON STREET (PARCEL ID #1-0736000), 404 JEFFERSON ST. (PARCEL ID #1-0713000), 400 JEFFERSON ST. (PARCEL ID #1-0712000), 338 JEFFERSON ST. (PARCEL ID #1-0711000), 336 JEFFERSON ST. (PARCEL ID #1-0710000), AND 334 JEFFERSON ST. (PARCEL ID #1-0709000) FROM R-1 (ONE-FAMILY RESIDENTIAL) TO PUDD (PLANNED UNIT DEVELOPMENT DISTRICT). (CITY PLANNING COMMISSION RECOMMENDS DENIAL.)**

Mayor Dunigan opened the public hearing. Ray Snell spoke in favor of the rezoning and stated he is willing for this to go back to the City Planning Commission because some of the issues have been resolved. Lane and Gerald Montgomery spoke in opposition to the rezoning. The Clerk reported on a telephone call from Mary Cawthon and an email from Carroll Fronta both opposing the rezoning. The Mayor closed the public hearing.

- 1. **CONSIDERATION TO DENY THE REQUEST FROM CHRIST CENTERED HOMES TO REZONE PROPERTY LOCATED AT 224 MADISON STREET, 225 MADISON STREET, 404 JEFFERSON ST., 400 JEFFERSON ST., 338 JEFFERSON ST., 336 JEFFERSON ST., AND 334 JEFFERSON ST. FROM R-1**

(ONE-FAMILY RESIDENTIAL) TO PUDD (PLANNED UNIT DEVELOPMENT DISTRICT) AS RECOMMENDED BY THE CITY PLANNING COMMISSION.

Motion was made by Councilmember Howe and seconded by Councilmember Greer to concur with the City Planning Commission recommendation and deny the rezoning request. The motion was adopted by the following vote. Yeas: Mayor Dunigan and Councilmembers Breeding, Howe, Greer, Frounfelker and Polaczyk—6. Nays: 0. Absent: Councilmember Gaiser—1.

B. PUBLIC HEARING OF NECESSITY FOR STREET CONSTRUCTION ON GANSON STREET FROM WISNER TO CENTER STREET.

Mayor Dunigan opened the public hearing. No one spoke; no correspondence was received. The Mayor closed the public hearing.

1. RESOLUTION ORDERING THE CONSTRUCTION AND PREPARATION OF THE SPECIAL ASSESSMENT ROLL.

Motion was made by Councilmember Greer and seconded by Councilmember Polaczyk to adopt the resolution. The motion was adopted by the following vote. Yeas: Mayor Dunigan and Councilmembers Breeding, Howe, Greer, Frounfelker and Polaczyk—6. Nays: 0. Absent: Councilmember Gaiser—1.

C. PUBLIC HEARING OF NECESSITY FOR STREET CONSTRUCTION ON GANSON STREET FROM CENTER TO STEWARD AVENUE.

Mayor Dunigan opened the public hearing. No one spoke; no correspondence was received. The Mayor closed the public hearing.

1. RESOLUTION ORDERING THE CONSTRUCTION AND PREPARATION OF THE SPECIAL ASSESSMENT ROLL.

Motion was made by Councilmember Howe and seconded by Councilmember Greer to adopt the resolution. The motion was adopted by the following vote. Yeas: Mayor Dunigan and Councilmembers Breeding, Howe, Greer, Frounfelker and Polaczyk—6. Nays: 0. Absent: Councilmember Gaiser—1.

D. PUBLIC HEARING OF NECESSITY FOR STREET CONSTRUCTION ON GANSON STREET FROM STEWARD TO JACKSON STREET.

Mayor Dunigan opened the public hearing. No one spoke. The Clerk reported on correspondence received from Saeed and Surya Mian opposing their estimated assessment. The Mayor closed the public hearing.

1. RESOLUTION ORDERING THE CONSTRUCTION AND PREPARATION OF THE SPECIAL ASSESSMENT ROLL.

Motion was made by Councilmember Greer and seconded by Councilmember Polaczyk to adopt the resolution. The motion was adopted by the following vote. Yeas: Mayor Dunigan and Councilmembers Breeding, Howe, Greer, Frounfelker and Polaczyk—6. Nays: 0. Absent: Councilmember Gaiser—1.

RESOLUTIONS.

- A. CONSIDERATION OF A RESOLUTION AMENDING THE 2011-2012 DRUG LAW ENFORCEMENT FUND (DLEF) BUDGET AND THE ESTABLISHMENT OF THE 2011-2012 JNET CONSPIRACY CONTINUATION PROJECT GRANT BUDGET IN THE AMOUNT OF \$3,334.00, AND A LOCAL MATCH OF \$3,334.00.**

Motion was made by Councilmember Polaczyk and seconded by Councilmember Greer to adopt the resolution. The motion was adopted by the following vote. Yeas: Mayor Dunigan and Councilmembers Breeding, Howe, Greer, Frounfelker and Polaczyk—6. Nays: 0. Absent: Councilmember Gaiser—1.

- B. CONSIDERATION OF A RESOLUTION APPROVING THE CITY OF JACKSON NOTIFICATION OF RELEASE OF FIRST RIGHT OF REFUSAL UNDER PUBLIC ACT 123 OF 1999 FOR JACKSON COUNTY FOR THOSE PROPERTIES LISTED IN EXHIBIT A ATTACHED.**

Motion was made by Councilmember Polaczyk and seconded by Councilmember Greer to adopt the resolution. The motion was adopted by the following vote. Yeas: Mayor Dunigan and Councilmembers Breeding, Howe, Greer, Frounfelker and Polaczyk—6. Nays: 0. Absent: Councilmember Gaiser—1.

- C. CONSIDERATION OF A RESOLUTION TO APPROVE A MICHIGAN DEPARTMENT OF TRANSPORTATION (MDOT) PERFORMANCE RESOLUTION FOR GOVERNMENTAL AGENCIES RELATED TO THE ANNUAL APPLICATION AND PERMIT FOR MISCELLANEOUS OPERATIONS WITHIN TRUNKLINE RIGHT-OF-WAY, AUTHORIZATION FOR THE CITY CLERK TO EXECUTE THE RESOLUTION, AND FOR THE CITY ENGINEER/DIRECTOR OF PUBLIC WORKS (STREET ADMINISTRATOR) TO EXECUTE THE PERMIT, IN ACCORDANCE WITH THE RECOMMENDATION OF THE CITY ENGINEER/DIRECTOR OF PUBLIC WORKS.**

Motion was made by Councilmember Greer and seconded by Councilmember Polaczyk to adopt the resolution. The motion was adopted by the following vote. Yeas: Mayor Dunigan and Councilmembers Breeding, Howe, Greer, Frounfelker and Polaczyk—6. Nays: 0. Absent: Councilmember Gaiser—1.

- D. CONSIDERATION OF A RESOLUTION SUSPENDING ENFORCEMENT OF ORDINANCES THAT WOULD PROHIBIT THE POSSESSION AND USE OF FIRE ARMS WITHIN THE CITY AS IT APPLIES TO EMPLOYEES AND AGENTS OF AARON'S NUISANCE ANIMAL CONTROL DURING SAID DEER HARVEST WITHIN ELLA SHARP PARK DURING THE MONTHS OF JANUARY AND/OR FEBRUARY 2012.**

Motion was made by Councilmember Polaczyk and seconded by Councilmember Greer to adopt the resolution. The motion was adopted by the following vote. Yeas: Mayor Dunigan and Councilmembers Breeding, Howe, Greer, Frounfelker and Polaczyk—6. Nays: 0. Absent: Councilmember Gaiser—1.

1. **APPROVAL OF CONTRACT RENEWAL FOR YEAR FIVE (OF 5) WITH AARON'S NUISANCE ANIMAL CONTROL, RIVES JUNCTION, AND AUTHORIZATION FOR THE MAYOR AND CITY CLERK TO EXECUTE THE APPROPRIATE DOCUMENT(S), FOR THE CITY ATTORNEY TO MAKE MINOR MODIFICATIONS, IF NEEDED, AND TO APPROVE THE NECESSARY STREET CLOSURES AND OPERATIONAL REQUIREMENTS OF THE MDNR PERMIT, IN ACCORDANCE WITH THE RECOMMENDATION OF THE ELLA SHARP PARK BOARD AND THE CITY PARKS DIRECTOR.**

Motion was made by Councilmember Polaczyk and seconded by Councilmember Greer to approve the contract renewal. The motion was adopted by the following vote. Yeas: Mayor Dunigan and Councilmembers Breeding, Howe, Greer, Frounfelker and Polaczyk—6. Nays: 0. Absent: Councilmember Gaiser—1.

ORDINANCES.

- A. **CONSIDERATION OF AN ORDINANCE AMENDING ARTICLE IX, CHAPTER 17, CITY CODE, DEFINING GRAFFITI OFFENSES, TO PROVIDE FOR THE REMOVAL OF GRAFFITI, AND TO PROVIDE PENALTIES FOR GRAFFITI.**

Motion was made by Councilmember Breeding and seconded by Councilmember Polaczyk to refer the ordinance back to the City Attorney and the Graffiti Task Force for fine tuning. The motion was adopted by the following vote. Yeas: Mayor Dunigan and Councilmembers Breeding, Howe, Greer, Frounfelker and Polaczyk—6. Nays: 0. Absent: Councilmember Gaiser—1.

- B. **CONSIDERATION OF AN ORDINANCE AMENDING SECTIONS 31-35, CHAPTER 21, ARTICLE II, CITY CODE, REVISING THE CHARGES FOR FALSE ALARMS OR UNKNOWN ALARMS, AND TO CREATE AN APPEALS PROCESS FOR THOSE RECEIVING A CHARGE.**

Motion was made by Councilmember Polaczyk and seconded by Councilmember Greer to approve the ordinance and place it on the next regular Council meeting agenda for adoption. The motion was adopted by the following vote. Yeas: Mayor Dunigan and Councilmembers Howe, Greer, Frounfelker and Polaczyk—5. Nays: Councilmember Breeding—1. Absent: Councilmember Gaiser—1.

OTHER BUSINESS.

None.

NEW BUSINESS.

- A. **CONSIDERATION OF THE REQUEST FROM THE DEPUTY CITY MANAGER/COMMUNITY DEVELOPMENT DIRECTOR TO ACCEPT THE REVISED LISTING AGREEMENTS WITH THINKING REAL ESTATE TO SELL PROPERTIES REHABILITATED WITH NEIGHBORHOOD STABILIZATION FUNDS, AND AUTHORIZATION FOR THE MAYOR TO EXECUTE THE LISTING AGREEMENTS, AND FOR THE CITY ATTORNEY TO MAKE MINOR**

MODIFICATIONS TO THE LISTING AGREEMENT, IF NECESSARY, FOR FINALIZATION.

Motion was made by Councilmember Polaczyk and seconded by Councilmember Greer to approve the request. The motion was adopted by the following vote. Yeas: Mayor Dunigan and Councilmembers Breeding, Howe, Greer, Frounfelker and Polaczyk—6. Nays: 0. Absent: Councilmember Gaiser—1.

- B. CONSIDERATION OF THE REQUEST TO ACCEPT THE OFFER TO SELL THE PROPERTY LOCATED AT 1707 E. GANSON STREET IN THE AMOUNT OF \$24,000.00, AND AUTHORIZATION FOR THE MAYOR AND CITY CLERK TO EXECUTE THE DEED, FOR THE DEPUTY CITY MANAGER/COMMUNITY DEVELOPMENT DIRECTOR, OR HIS DESIGNEE, TO SIGN ANY REQUIRED DOCUMENTS AT CLOSING, AND FOR THE CITY ATTORNEY TO MAKE MINOR MODIFICATIONS TO THE CLOSING DOCUMENTS AND TO TAKE ALL OTHER ACTION NECESSARY TO EFFECTUATE THE CLOSING.**

Motion was made by Councilmember Greer and seconded by Councilmember Polaczyk to approve the request. The motion was adopted by the following vote. Yeas: Mayor Dunigan and Councilmembers Breeding, Howe, Greer, Frounfelker and Polaczyk—6. Nays: 0. Absent: Councilmember Gaiser—1.

- C. CONSIDERATION OF THE REQUEST TO ACCEPT THE OFFER TO SELL THE PROPERTY LOCATED AT 733 OAKDALE AVENUE FOR \$30,000.00, AND AUTHORIZATION FOR THE MAYOR AND CITY CLERK TO EXECUTE THE DEED, FOR THE DEPUTY CITY MANAGER/COMMUNITY DEVELOPMENT DIRECTOR, OR HIS DESIGNEE, TO SIGN ANY REQUIRED DOCUMENTS AT CLOSING, AND FOR THE CITY ATTORNEY TO MAKE MINOR MODIFICATIONS TO THE CLOSING DOCUMENTS AND TO TAKE ALL OTHER ACTION NECESSARY TO EFFECTUATE THE CLOSING.**

Motion was made by Councilmember Polaczyk and seconded by Councilmember Frounfelker to approve the request. The motion was adopted by the following vote. Yeas: Mayor Dunigan and Councilmembers Breeding, Howe, Greer, Frounfelker and Polaczyk—6. Nays: 0. Absent: Councilmember Gaiser—1.

- D. CONSIDERATION OF THE RECOMMENDATION TO AMEND THE PERSONNEL POLICY, ARTICLE VI- UNCLASSIFIED SERVICE AND DELETE THE CLASS TITLE OF ASSISTANT CITY MANAGER/ECONOMIC DEVELOPMENT DIRECTOR, CLASS GRADE 20, AND REPLACE IT WITH DEPUTY CITY MANAGER/COMMUNITY DEVELOPMENT DIRECTOR, CLASS GRADE 20, AND TO RECLASSIFY PATRICK BURTCH TO THIS CLASS GRADE.**

Motion was made by Councilmember Polaczyk and seconded by Councilmember Greer to approve the recommendation. The motion was adopted by the following vote. Yeas: Mayor Dunigan and Councilmembers Breeding, Howe, Greer, Frounfelker and Polaczyk—6. Nays: 0. Absent: Councilmember Gaiser—1.

- E. CONSIDERATION OF THE RECOMMENDATIONS FROM THE RULES AND PERSONNEL COMMITTEE'S MEETING OF NOVEMBER 15, 2011:**

1. APPROVAL OF AN ADDENDUM TO THE CITY ASSESSOR'S EMPLOYMENT AGREEMENT PROVIDING FOR A STEP INCREASE.

Motion was made by Councilmember Polaczyk and seconded by Councilmember Howe to approve the addendum. The motion was adopted by the following vote. Yeas: Councilmembers Howe, Greer, Frounfelker and Polaczyk—4. Nays: Mayor Dunigan and Councilmember Breeding—2. Absent: Councilmember Gaiser—1.

2. APPROVAL OF AN ADDENDUM TO THE CITY CLERK'S EMPLOYMENT AGREEMENT PROVIDING FOR A STEP INCREASE.

Motion was made by Councilmember Polaczyk and seconded by Councilmember Greer to approve the addendum. The motion was adopted by the following vote. Yeas: Councilmembers Howe, Greer, Frounfelker and Polaczyk—4. Nays: Mayor Dunigan and Councilmember Breeding—2. Absent: Councilmember Gaiser—1.

3. APPROVAL OF AN ADDENDUM TO THE CITY ATTORNEY'S EMPLOYMENT AGREEMENT PROVIDING FOR A SALARY INCREASE.

Motion was made by Councilmember Polaczyk and seconded by Councilmember Greer to approve the addendum. The motion was adopted by the following vote. Yeas: Councilmembers Howe, Greer, Frounfelker and Polaczyk—4. Nays: Mayor Dunigan and Councilmember Breeding—2. Absent: Councilmember Gaiser—1.

CITY COUNCILMEMBERS' COMMENTS.

Councilmember Breeding remarked that he has been reviewing the City's Boards and Commissions and believes these need to be looked at. He asked why City employees serve on the City of Jackson Building Authority and asked the City Manager to look into this, including what the Authority's purpose is.

Councilmember Howe stated his 4-year term went quickly and there are certain things he will miss. He wants to continue lunching with the City Manager and he thanked the people in City Hall for being so gracious.

Councilmember Greer thanked Mayor Dunigan and Councilmembers Polaczyk, Howe and Gaiser for their service and passion, stating they will be missed and wishing them the best. He remarked that the Mayor's performance of his marriage ceremony will always be special to him.

Councilmember Polaczyk thanked everyone who supported him and allowed him to serve as a Councilmember. He thanked his fellow Councilmembers, department heads and employees. He stated he is leaving his Ward in capable hands with Derek Dobies. He wished everyone a very Merry Christmas and closed with one of his father's favorite quotes. "Goodnight Mrs. Calabash wherever you are."

Mayor Dunigan stated that it has been an honor to serve as the Mayor of Jackson. She met a lot of citizens and will take away new friendships with City staff, who helped her find her way through the system. She remarked that she is leaving the City in very capable hands with the new Council and especially with the new City Manager and new Deputy City Manager.

MANAGER'S COMMENTS.

City Manager Shaffer stated that he will be prepared to talk about the Fire Department and the Fire Chief issue during the first meeting in January.

ADJOURNMENT.

No further business being presented, a motion was made by Councilmember Polaczyk and seconded by Councilmember Howe to adjourn the meeting. The motion was adopted by unanimous voice vote and the meeting adjourned at 7:57 p.m.

Lynn Fessel
City Clerk

JACKSON CITY COUNCIL MEETING

MINUTES

DECEMBER 6, 2011

CALL TO ORDER.

The Jackson City Council met in regular session in City Hall and was called to order at 7:00 p.m. by Mayor Martin J. Griffin.

PLEDGE OF ALLEGIANCE – INVOCATION.

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

ROLL CALL.

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

Also present: City Manager Larry Shaffer, City Attorney Julius A. Giglio, City Clerk Lynn Fessel, Police Chief Matt Heins, Interim Deputy Fire Chief Dave Wooden, City Assessor David Taylor, City Engineer Jon Dowling and Deputy City Manager/Community Development Director Patrick Burtch.

AGENDA.

Motion was made by Councilmember Frounfelker and seconded by Councilmember Greer to adopt the agenda. The motion was adopted by the following vote. Yeas: Mayor Griffin and Councilmembers Breeding, Jaquish, Greer, Schlecte, Frounfelker and Dobies—7. Nays: 0. Absent: 0.

THE CITY CLERK WILL ADMINISTER THE OATHS OF OFFICE.

- A. SIXTH WARD, DEREK J. DOBIES**
- B. FOURTH WARD, LAURA DWYER SCHLECTE**
- C. SECOND WARD, KIMBERLY JAQUISH**
- D. MAYOR MARTIN J. GRIFFIN**
- E. CITY TREASURER ANDREW WROZEK**

The City Clerk administered the oath of office to each official.

SELECTION OF VICE MAYOR.

Motion was made by Councilmember Breeding and seconded by Councilmember Dobies that the Council elect Councilmember Frounfelker Vice Mayor. The motion was adopted by the following vote. Yeas: Mayor Griffin and Councilmembers Breeding, Jaquish, Frounfelker and Dobies—5. Nays: Councilmembers Greer and Schlecte--2. Absent: 0.

SELECTION OF PARLIAMENTARIAN.

Motion was made by Councilmember Frounfelker and seconded by Councilmember Breeding to select City Clerk Fessel as the Parliamentarian and to utilize the most recent addition of Robert's Rules of Order as a guide. The motion was adopted by the following vote. Yeas: Mayor Griffin and Councilmembers Breeding, Jaquish, Greer, Schlecte, Frounfelker and Dobies—7. Nays: 0. Absent: 0.

CITIZEN COMMENTS.

None.

CONSENT CALENDAR.

Motion was made by Councilmember Frounfelker and seconded by Councilmember Jaquish to approve the following Consent Calendar Item A, approving the cancellation of the December 20, 2011, City Council meeting. The motion was adopted by the following vote. Yeas: Mayor Griffin and Councilmembers Breeding, Jaquish, Greer, Schlecte, Frounfelker and Dobies—7. Nays: 0. Absent: 0.

- A. Approval of the cancellation of the December 20, 2011, City Council meeting.

APPOINTMENTS.

- A. **CONSIDERATION OF THE MAYOR'S RECOMMENDATION TO APPOINT JOHN POLACZYK TO THE CITY PLANNING COMMISSION FILLING A CURRENT CITIZEN VACANCY AND FOR A THREE-YEAR TERM, BEGINNING IMMEDIATELY, AND ENDING DECEMBER 31, 2014, AND TO REAPPOINT JEANNE KUBISH FOR A THREE-YEAR TERM BEGINNING JANUARY 1, 2012, AND ENDING DECEMBER 31, 2014.**

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

RESOLUTIONS.

- A. **CONSIDERATION OF A RESOLUTION ESTABLISHING CITY COUNCIL MEETING DATES FOR 2012.**

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

ORDINANCES.

- A. CONSIDERATION OF AN ORDINANCE DECLARING AN ADDITIONAL 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 Greer and seconded by Councilmember Schlecte to approve the ordinance and place it on the next regular Council meeting agenda for adoption. The motion was adopted by the following vote. Yeas: Mayor Griffin and Councilmembers Jaquish, Greer, Schlecte, Frounfelker and Dobies—6. Nays: Councilmember Breeding--1. Absent: 0.

- B. FINAL ADOPTION OF ORDINANCE NO. 2011.20, AMENDING SECTIONS 31-35, CHAPTER 21, ARTICLE II, CITY CODE, REVISING THE CHARGES FOR FALSE ALARMS OR UNKNOWN ALARMS, AND TO CREATE AN APPEALS PROCESS FOR THOSE RECEIVING A CHARGE.**

Motion was made by Councilmember Breeding and seconded by Councilmember Jaquish to amend the Ordinance by changing 10 days to 30 days in Section. 21-35 – Appeals. The motion was adopted by the following vote. Yeas: Mayor Griffin and Councilmembers Breeding, Jaquish, Greer, Schlecte, Frounfelker and Dobies—7. Nays: 0. Absent: 0.

Motion was made by Councilmember Greer and seconded by Councilmember Frounfelker to adopt Ordinance No. 2011.20, as amended. The motion was adopted by the following vote. Yeas: Mayor Griffin and Councilmembers Jaquish, Greer, Schlecte, Frounfelker and Dobies—6. Nays: Councilmember Breeding--1. Absent: 0.

ADJOURNMENT.

No further business being presented, a motion was made by Councilmember Frounfelker and seconded by Councilmember Schlecte to adjourn the meeting. The motion was adopted by unanimous voice vote and the meeting adjourned at 7:13 p.m.

Lynn Fessel
City Clerk

**JACKSON CITY COUNCIL
SPECIAL MEETING MINUTES
DECEMBER 8, 2011**

The Jackson City Council met in special session in the 2nd floor Council Chambers of City Hall for City Council orientation. Mayor Griffin convened the meeting at 6:30 p.m.

Present: Mayor Martin J. Griffin and Councilmembers Kimberly Jaquish, Laura Dwyer Schlecte and Derek J. Dobies--4. Councilmembers Carl L. Breeding, Daniel P. Greer and Andrew R. Frounfelker were absent with excuse—3.

City Manager Laurence Shaffer began the meeting with a welcome and a brief explanation of the City Manager's duties and responsibilities. City Attorney Julius A. Giglio, City Clerk Lynn Fessel, Finance Director Philip Hones and Deputy City Manager/Community Development Director Patrick Burtch gave brief presentations. A question and answer period followed.

The meeting adjourned at 8:28 p.m.

Lynn Fessel
City Clerk



Department of Public Works

161 W. Michigan Avenue - Jackson, MI 49201
Telephone: (517) 788-4170 — Facsimile: (517) 788-4639

CITY COUNCIL MEETING
January 10, 2012

MEMO TO: Honorable Mayor and City Councilmembers
FROM: Jon H. Dowling, P.E., City Engineer/Director of Public Works
SUBJECT: Request to Amend Tetra Tech, Inc. Contract on Wastewater Treatment Plant Replacement/Upgrade Work

MOTION: APPROVAL OF CONTRACT AMENDMENT FOR THE WASTEWATER TREATMENT PLANT REPLACEMENT/UPGRADE ENGINEERING CONTRACT TO TETRA TECH, INC. OF ANN ARBOR, MICHIGAN FOR \$14,800 AND AUTHORIZATION FOR THE CITY MANAGER TO EXECUTE THE APPROPRIATE DOCUMENT IN ACCORDANCE WITH THE RECOMMENDATION OF THE CITY ENGINEER/DIRECTOR OF PUBLIC WORKS.

On July 14, 2009, the City Council awarded the design and construction engineering contract for the Wastewater Treatment Plant replacement/upgrade work to Tetra Tech, Inc. of Ann Arbor, Michigan.

Tetra Tech, Inc. is requesting a contract amendment for additional concrete restoration inspection, additional time to locate the Grit Concentrator and additional low pressure air piping tie-in inspections. In the original progress schedule, the contractor anticipated completion by November of 2011. Several major components have been delayed in shipping, and the contract completion is now anticipated for February of 2012.

The original contract was in the amount of \$291,046. With this amendment of \$14,800 the new contract amount is \$305,846. This will be paid out of the Sewer Fund.

In concurrence with the Purchasing Agent, the Department of Public Works recommends the approval of the requested contract amendment to Tetra Tech, Inc. in the amount of \$14,800, and requests authorization for the City Manager to sign the appropriate documents.

If you have any questions, please do not hesitate to contact me.

JHD/sms

C: Laurence R. Shaffer, City Manager
Todd S. Knepper, Utility Director
Lynn Fessel, City Clerk/Purchasing Agent
Shelly Allard, Purchasing Coordinator
Lucinda Schultz, Accounting Manager



REQUEST FOR CHANGE AUTHORIZATION (RCA)

PROJECT NAME:	Jackson WWTP Replacement/ Upgrade Work (2009 to 2011)	DATE REQUESTED:	December 14, 2011
PROJECT NUMBER:	200-12740-09002	RCA NO.:	1
PROJECT MANAGER:	Vic Cooperwasser		
PERSON INITIATING REQUEST:	Todd Knepper		

DESCRIPTION OF ADDITIONAL WORK ITEM

- Additional concrete restoracion inspection
- Additional time to locate the Grit Concentrator
- Additional low pressure air piping tie-in inspections

REASON(S) FOR ADDITIONAL WORK ITEM

- Construction completion date went from November 2011 to February 2012

REFERENCE

July 29, 2009 Notice to Proceed on Professional Services Agreement responding to City RFQP Number WWTP (09-11)

ESTIMATED ENGINEERING FEE

\$14,800

CUSTOMER CONCURRENCE: _____

TITLE: _____

Tt PM SIGNATURE*: _____

DATE: _____

*Refer to Signature Authority Matrix



Department of Public Works - Engineering

161 W. Michigan Avenue - Jackson, MI 49201
Telephone: (517) 788-4160 — Facsimile: (517) 768-6435

CITY COUNCIL MEETING
JANUARY 10, 2012

MEMO TO: Honorable Mayor and City Councilmembers
FROM: Jon H. Dowling, P.E., City Engineer/Director of Public Works
SUBJECT: Request to Approve Traffic Control Orders 2100
First Street and Michigan Avenue

MOTION: APPROVAL OF TRAFFIC CONTROL ORDER (TCO) 2100, REQUIRING ALL TRAFFIC AT INTERSECTION OF FIRST STREET AND MICHIGAN AVENUE TO STOP PRIOR TO ENTERING INTERSECTION, AND WESTBOUND MICHIGAN AVENUE TRAFFICE REQUIRED TO TURN NORTHBOUND OR SOUTHBOUND ONTO FIRST STREET

With the recent improvements made to Withington Park, traffic control required further review.

It is the Department of Public Works-Engineering's recommendation that all traffic at the intersection of First Street and Michigan Avenue shall be required to stop prior to entering the intersection. Further, westbound traffic on Michigan Avenue shall be required to turn either right (northbound) or left (southbound) on to First Street.

I request that Traffic Control Order 2100 be approved by the City Council. If you have any questions, please do not hesitate to contact me.

JHD:sms

c: Laurence R. Shaffer, City Manager
Bob Dietz, Parking Manager/Engineering Assistant
Matt Heins, Chief of Police

CITY OF JACKSON, MICHIGAN
TRAFFIC ENGINEERING DIVISION
Traffic Control Order 2100

LOCATION: First Street and Michigan Avenue

DATE: January 4, 2012

ASSIGNED TO:

TCO DESCRIPTION

With redesign of island at this intersection review traffic control.

BY JON H. DOWLING, P.E.

RECOMMENDATION

All traffic at the intersection of First Street and Michigan Avenue shall be required to stop prior to entering the intersection. Further, westbound traffic on Michigan Avenue shall be required to turn either right (northbound) or left (southbound) on to First Street.

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/Director of Public Works**

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



Department of Public Works - Engineering

161 W. Michigan Avenue - Jackson, MI 49201
Telephone: (517) 788-4160 — Facsimile: (517) 768-6435

CITY COUNCIL MEETING
JANUARY 10, 2012

MEMO TO: Honorable Mayor and City Councilmembers
FROM: Jon H. Dowling, P.E., City Engineer/Director of Public Works
SUBJECT: Request to Approve Traffic Control Orders 2101
Michigan Avenue at Wildwood Avenue

MOTION: APPROVAL OF TRAFFIC CONTROL ORDER (TCO) 2101, REQUIRING ALL EASTBOUND TO NORTHBOUND TRAFFIC ON MICHIGAN AVENUE UTILIZING THE SLIP RAMP TO WILDWOOD AVENUE TO YIELD THE RIGHT-OF-WAY TO WESTBOUND TRAFFIC ON WILDWOOD AVENUE; AND WESTBOUND TRAFFIC ON WILDWOOD AVENUE APPROACHING THE SLIP RAMP SHALL BE PROHIBITED FROM TURNING LEFT (SOUTHBOUND) INTO THE SLIP RAMP.

With the recent improvements made to Withington Park, traffic control required further review.

It is the Department of Public Works-Engineering's recommendation that all eastbound to northbound traffic on Michigan Avenue utilizing the slip ramp to Wildwood Avenue shall be required to yield the right-of-way to westbound traffic on Wildwood Avenue. Further, westbound traffic on Wildwood Avenue approaching the slip ramp shall be prohibited from turning left (southbound) into the slip ramp.

I request that Traffic Control Order 2101 be approved by the City Council. If you have any questions, please do not hesitate to contact me.

JHD:sms

c: Laurence R. Shaffer, City Manager
Bob Dietz, Parking Manager/Engineering Assistant
Matt Heins, Chief of Police

CITY OF JACKSON, MICHIGAN
TRAFFIC ENGINEERING DIVISION
Traffic Control Order 2101

LOCATION: Michigan Avenue at Wildwood Avenue

DATE: January 4, 2012

ASSIGNED TO:

TCO DESCRIPTION

With redesign of island at this location review traffic control.

BY JON H. DOWLING, P.E.

RECOMMENDATION

All eastbound to northbound traffic on Michigan Avenue utilizing the slip ramp to Wildwood Avenue shall be required to yield the right-of-way to westbound traffic on Wildwood Avenue.

Further, westbound traffic on Wildwood Avenue approaching the slip ramp shall be prohibited from turning left (southbound) into the slip ramp.

APPROVED **REJECTED**

DATE:

BY CITY COUNCIL

WORK ASSIGNMENT: To Sign Shop

DATE:

TO:

BY JON H. DOWLING, P.E.

MATERIAL USED

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/Director of Public Works

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



Department of Public Works - Engineering

161 W. Michigan Avenue - Jackson, MI 49201
Telephone: (517) 788-4160 — Facsimile: (517) 768-6435

CITY COUNCIL MEETING
JANUARY 10, 2012

MEMO TO: Honorable Mayor and City Councilmembers
FROM: Jon H. Dowling, P.E., City Engineer/Director of Public Works
SUBJECT: Request to Approve Traffic Control Orders 2102
Michigan Avenue, Steward to First

MOTION: APPROVAL OF TRAFFIC CONTROL ORDER (TCO) 2102, THAT ON THE NORTH SIDE OF MICHIGAN AVENUE FROM STEWARD STREET TO 150 FEET EAST OF STEWARD STREET, PARKING SHALL BE PROHIBITED. FROM 150 EAST OF STEWARD STREET TO 250 EAST OF STEWARD STREET, PARALLEL PARKING SHALL BE PERMITTED. FROM 250 FEET EAST OF STEWARD TO 35 FEET WEST OF FIRST STREET, ANGLE PARKING SHALL BE PERMITTED. ON THE SOUTH SIDE OF MICHIGAN AVENUE FROM STEWARD STREET TO FIRST STREET, PARKING SHALL BE PROHIBITED.

With the recent improvements made to Withington Park, traffic control required further review.

It is the Department of Public Works-Engineering's recommendation that on the north side of Michigan Avenue from Steward Street to 150 feet east of Steward Street, parking shall be prohibited. From 150 east of Steward Street to 250 east of Steward Street, parallel parking shall be permitted. From 250 feet east of Steward to 35 feet west of First Street, angle parking shall be permitted. On the south side of Michigan Avenue from Steward Street to First Street, parking shall be prohibited.

I request that Traffic Control Order 2102 be approved by the City Council. If you have any questions, please do not hesitate to contact me.

JHD:sms

c: Laurence R. Shaffer, City Manager
Bob Dietz, Parking Manager/Engineering Assistant
Matt Heins, Chief of Police

CITY OF JACKSON, MICHIGAN
TRAFFIC ENGINEERING DIVISION
Traffic Control Order 2102

LOCATION: Michigan Avenue, Steward to First

DATE: January 4, 2012

ASSIGNED TO:

TCO DESCRIPTION

With realignment of the traffic pattern establish parking on the north side of Michigan Avenue from Steward Street to First Street.

BY JON H. DOWLING, P.E.

RECOMMENDATION

On the north side of Michigan Avenue from Steward Street to 150 feet east of Steward Street parking shall be prohibited. From 150 feet east of Steward Street to 250 feet east of Steward Street parallel parking shall be permitted. From 250 feet east of Steward to 35 feet west of First Street angle parking shall be permitted.

On the south side of Michigan Avenue from Steward Street to First Street parking shall be prohibited.

APPROVED

REJECTED

DATE:

BY CITY COUNCIL

WORK ASSIGNMENT: To Sign Shop

DATE:

TO:

BY JON H. DOWLING, P.E.

MATERIAL USED

Posts

Stop

Time Limit

No Parking

Loading Zone

One Way

Yield

Paint

Other

ASSIGNMENT COMPLETED

DATE:

BY: Sign Shop

WORK INSPECTED

REMARKS:

DATE:

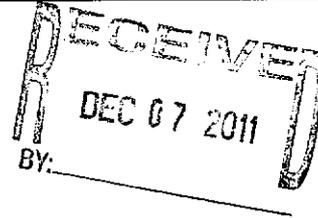
BY: Jon H. Dowling, P.E., City Engineer/Director of Public Works

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



Downtown Development Authority
161 West Michigan Avenue, Jackson, MI 49201
Phone 517.788.4355 Fax 517.768.6367

December 7, 2011



Dear Mayor Griffin,

While I have enjoyed my time serving the City of Jackson as a representative on the JAC TS Policy Committee, I am resigning my appointment with immediate effect.

Best Regards,

A handwritten signature in black ink, appearing to be "Jonathan Greene", written over a horizontal line.

Jonathan Greene

November 16th, 2011

Fellow HRC Members,

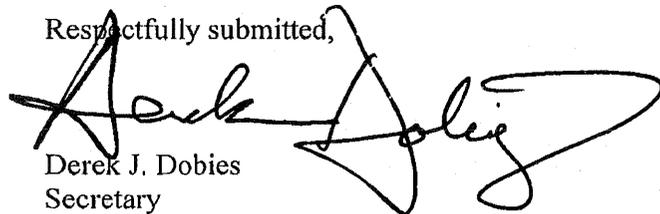
It is with sincere regret that I tender my resignation from the office of Secretary and from the Human Relations Commission effective November 17th, 2011. I understand my new role with the city will require a lot of time and energy, and I do not want to have that commitment be a drain on my responsibilities to this commission. It is my hope that my vacancy will be filled with another young individual who can bring a younger perspective to an already diverse commission.

I have truly enjoyed my time working with each of you on the Human Relations Commission and I would hope to be able to continue to serve with each of you at an ex-officio capacity should you find that appropriate with the new commission and leadership next year.

Being a former member of the Human Relations Commission will certainly give me a head start on City Council in terms of understanding how the commission can help move our city forward, but I also welcome your input in that regard. I hope to always be an open door to the HRC during my tenure on City Council.

Please don't hesitate to contact me in the future.

Respectfully submitted,

A handwritten signature in black ink, appearing to read "Derek J. Dobies". The signature is stylized with a large, sweeping loop at the end.

Derek J. Dobies
Secretary



CITY CLERK'S OFFICE
Lynn Fessel, City Clerk

CITY COUNCIL MEETING
January 10, 2012

MEMO TO: Honorable Mayor and City Councilmembers

FROM: Lynn Fessel, City Clerk

SUBJECT: Alley Vacation Petition

MOTION: RECEIPT OF A PETITION CIRCULATED BY ANTHONY RADUAZO TO VACATE A 124 FOOT LONG PORTION OF A 25 FOOT WIDE ALLEY RUNNING NORTH AND SOUTH IN HILLSIDE SUBDIVISION AND REFERRAL TO STAFF FOR APPROPRIATE ACTION

Attached please find the petition to vacate, map and letter authorizing Anthony Raduazo to sign the petition on behalf of the Greater Bible Way Temple of Jackson.

Requested action is to receive the petition and refer it to staff for appropriate action.

C: City Manager

PETITION FOR STREET/ALLEY CLOSING

To the Honorable Mayor
and Members of the City Council
City of Jackson, Michigan:

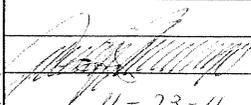
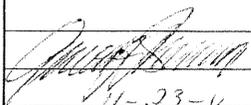
We the undersigned, being all of the persons owning property abutting on the street or alley, more particularly described as:

A 124 FOOT LONG PORTION (NORTH & SOUTH) OF A 25 FOOT WIDE (EAST & WEST) ALLEY RUNNING NORTH AND SOUTH IN HILLSIDE SUBDIVISION. SAID PORTION RUNNING NORTH FROM THE NORTH LINE OF JEFFERSON ST, LYING EAST OF LOT 63 AND WEST OF LOT 64 IN SAID HILLSIDE SUBDIVISION, CITY OF JACKSON, JACKSON COUNTY, STATE OF MICHIGAN,

do hereby respectfully petition your honorable body to close and vacate said street or alley. The said street or alley has been dedicated as a public street or alley.

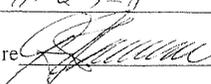
With respect to any taxes or special assessments levied or assessed against any property included in said street or alley, we and each of us do hereby waive any and all questions, claims or controversies relative to such taxes or special assessments which have or may hereafter be levied or assessed upon any part of the lands embraced in said street or alley, and we hereby assume and agree to pay all such taxes or special assessments thereon, and we further hereby consent to the vacating of the aforesaid street or alley.

NOTE: All persons interested either jointly or individually by deed or contract in relation to any property abutting on the street or alley proposed to be vacated are required to sign and date the above petition:

OWNER OF PROPERTY & SIGNATURE/DATE	DESCRIPTION OF PROPERTY	LINEAL FEET OF FRONTAGE*
GREATER BIBLE WAY TEMPLE 322 MADISON ST JACKSON, MI 49202	LOT 63 HILLSIDE SUBDIVISION 1-0710, 400 JEFFERSON ST L/P 1646-524	50.00 FT
 11-23-11		
GREATER BIBLE WAY TEMPLE 322 MADISON ST JACKSON, MI 49202	LOT 64 HILLSIDE SUBDIVISION 1-0711, 338 JEFFERSON ST L/P 1646-524	50.00 FT
 11-23-11		

*Needed for street vacations only.

Petition Circulated By:

Name: Anthony F. Ramirez Date: 11-23-11
 Address: 1339 Horton Signature: 
 City, State, Zip: Jackson, Mich Phone: 517-782-6800
49203

**BOARD OF DIRECTORS' RESOLUTION AUTHORIZING BOARD ATTORNEY
TO ACT ON BEHALF OF CORPORATION**

Upon a duly made, seconded and unanimously carried motion, the Board of Trustees of the Greater Bible Way Temple of Jackson adopted the following resolution:

WHEREAS, the Greater Bible Way Temple of Jackson is a non-profit corporation registered with the State of Michigan Corporation and Securities Bureau, and also with the Internal Revenue Service as a 501(c)(3), N.P., and

WHEREAS, the Board of Trustees of the Corporation holds in trust and authorizes from time to time representation for this Corporation's property and assets, real or personal, tangible or intangible, upon such terms and conditions as the Board of Trustees shall determine are in the best interests of the Corporation, and

WHEREAS, it has become necessary for Greater Bible Way Temple authorize Attorney Anthony Raduazo to act on behalf of said corporation in executing and signing all necessary documents required relating to a petition to vacate the alley between Lots 63 and 64 on Jefferson Street, Jackson, Michigan,

THEREFORE BE IT RESOLVED, that Attorney Anthony Raduazo has full authority to act on the behalf of the Greater Bible Way Temple to sign and execute all corporate and administrative documents related to vacating the alley between Lots 63 and 64 on Jefferson Street, Jackson, Michigan.

The undersigned certifies that we are the duly appointed Board Secretary and Board of Director(s) of the Greater Bible Way Temple and that the above is a true and correct copy of a resolution duly adopted at a meeting of the Directors thereof, convened and held in accordance with law and the bylaws of said Corporation on Tuesday, November 22, 2011.

IN WITNESS THEREOF, we have affixed our names as Board Secretary and Board of Trustees of the Greater Bible Way Temple.

Erin Bick
Board Secretary

11/22/2011
Date

Angela C.
Director

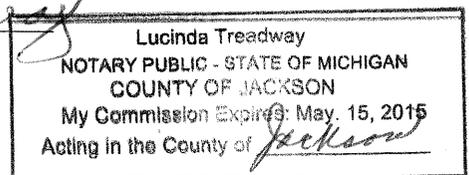
11-22-11
Date

Director

Date

On this 22nd day of November, 2011, Jackson County, Michigan, before me personally appeared the above persons known to me to be the persons named in and who executed the above instrument for the intents and purposes therein mentioned. My commission expires: Lucinda Treadway

Notary Public



12/01/11

Mayor Griffin and City Council:

The State of Michigan requires the treasurers of municipalities to report to the council on the state of investments on a quarterly basis. This report covers the first quarter of our fiscal year 2011/2012.

During our first quarter of our fiscal year, the interest rates fell to the lowest rates in two years. Most banks are giving .25% for interest. We have some of those cd's but have found some institutions that pay up to .70%. Most of the higher interest rates are in pooled government accounts.

Banks are charging more for services and trying to recoup their losses by giving out less interest. Because of the higher charges we have to have a higher compensating balance on account to make up for the charges. We ended last fiscal year owing \$14,000.00 in bank fees. We are carrying an extra two million dollars in the compensating balance. I worked the bank to give us back \$8,000.00 of the fee.

We have a new representative and will have to work with her to cut some of our costs. While we have a higher compensating balance we make less interest on the funds. We are gathering more credits to offset charges when we have more costs during the income tax season. In the meantime I have gathered information from other institutions about their charges.

On the following pages you can see the institutions we are dealing with, and the amounts that are invested. The interest earned is stated on the pages. Our policy is safety of funds while gaining the most interest. We have good liquidity with the pooled accounts and rotate our cd's on a 90 day basis.

If you have further questions please call me and I will try to explain whatever your questions are.

Sincerely,

Andrew J. Wrozek, Jr.

Pooled Cash and Investments

	City of Jackson					
	Treasurer Office					
	Daily Investment Balances					
	Pooled Account		Jul-11			
				(Exclude Interest)		
		Beg	Investment	Investment	Rolled Over	End
		Balance	Buys	Maturities	Interest	Balance
	Investments	17,945,937.96				17,945,937.96
	1					17,945,937.96
	2					17,945,937.96
	3		896,884.62	896,884.62	842.83	17,946,780.79
	4					17,946,780.79
	5					17,946,780.79
	6					17,946,780.79
	7					17,946,780.79
	8					17,946,780.79
	9					17,946,780.79
	10					17,946,780.79
	11					17,946,780.79
	12					17,946,780.79
	13					17,946,780.79
	14					17,946,780.79
	15		1,032,725.06	1,032,725.06	1,124.52	17,947,905.31
	16					17,947,905.31
	17					17,947,905.31
	18					17,947,905.31
	19					17,947,905.31
	20					17,947,905.31
	21					17,947,905.31
	22					17,947,905.31
	23					17,947,905.31
	24	Bank of Michigan			2,394.48	17,950,299.79
	25	Bank of Michigan			718.89	17,951,018.68
	26	County National			1,790.29	17,952,808.97
	27	Citizens MM			250.80	17,953,059.77
	28	Comerica			0.04	17,953,059.81
	29					17,953,059.81
	30					17,953,059.81
	31					17,953,059.81
			1,929,609.68	1,929,609.68	7,121.85	

Pooled Cash and Investments

City of Jackson					
Treasurer Office					
Daily Investment Balances					
Pooled Account					
Aug-11					
(Exclude Interest)					
	Beg	Investment	Investment	Rolled Over	End
	Balance	Buys	Maturities	Interest	Balance
Investments	17,953,059.81				17,953,059.81
1					17,953,059.81
2					17,953,059.81
3		1,027,286.99	1,027,286.99	965.37	17,954,025.18
4					17,954,025.18
5					17,954,025.18
6					17,954,025.18
7					17,954,025.18
8					17,954,025.18
9					17,954,025.18
10					17,954,025.18
11					17,954,025.18
12					17,954,025.18
13					17,954,025.18
14					17,954,025.18
15					17,954,025.18
16		2,000,000.00			19,954,025.18
17		509,542.83	509,542.83	342.02	19,954,367.20
18					19,954,367.20
19					19,954,367.20
20					19,954,367.20
21					19,954,367.20
22					19,954,367.20
23					19,954,367.20
24					19,954,367.20
25					19,954,367.20
26		1,076,223.41	1,076,223.41	878.92	19,955,246.12
27	Bank of Michigan			719.38	19,955,965.50
28	Bank of Michigan			2,400.12	19,958,365.62
29	Citizens MM			490.93	19,958,856.55
30	County National			2,038.03	19,960,894.58
31	Comerica			0.02	19,960,894.60
		4,613,053.23	2,613,053.23	7,834.79	

Pooled Cash and Investments

City of Jackson					
Treasurer Office					
Daily Investment Balances					
Pooled Account					
		Sep-11			
			(Exclude Interest)		
	Beg	Investment	Investment	Rolled Over	End
	Balance	Buys	Maturities	Interest	Balance
Investments	19,960,894.60				19,960,894.60
1					19,960,894.60
2					19,960,894.60
3					19,960,894.60
4					19,960,894.60
5					19,960,894.60
6					19,960,894.60
7					19,960,894.60
8					19,960,894.60
9					19,960,894.60
10					19,960,894.60
11					19,960,894.60
12			1,030,915.23		18,929,979.37
13					18,929,979.37
14					18,929,979.37
15					18,929,979.37
16					18,929,979.37
17					18,929,979.37
18					18,929,979.37
19					18,929,979.37
20					18,929,979.37
21					18,929,979.37
22					18,929,979.37
23		897,727.45	897,727.45	516.50	18,930,495.87
24					18,930,495.87
25					18,930,495.87
26					18,930,495.87
27	Bank of Michigan			696.65	18,931,192.52
28	Bank of Michigan			2,322.33	18,933,514.85
29	County National			1,853.60	18,935,368.45
30	Citizens MM			563.28	18,935,931.73
31	Comerica			0.02	18,935,931.75
		897,727.45	1,928,642.68	5,952.38	



City of Jackson, Michigan Financial Statements

As of and For the 5 Months Ended November 30, 2011

(Unaudited)

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All Other Funds - Expenditure Summary	3-4
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City of Jackson, Michigan
General Fund Expenditure Summary
As of and For the 5 Months Ended November 30, 2011
(Prepared on the Adopted Budget-Basis)

Function Department	2011/12 Budget		Actual Month To Date	Actual Year To Date	Percent Spent	Variance - Favorable (Unfavorable)
	Original	Amended				
<u>Legislative :</u>						
101-101 City Council	78,582	78,582	5,706	37,921	48.26%	40,661
<u>Judicial:</u>						
101-137 Administrative Hearings Bureau	22,851	22,851	2,183	8,610	37.68%	14,241
	22,851	22,851	2,183	8,610	37.68%	14,241
<u>General Government :</u>						
101-172 City Manager	248,315	248,315	17,170	87,081	35.07%	161,234
101-192 City Clerk-Elections	151,568	150,988	23,109	75,917	50.28%	75,071
101-201 Finance	428,698	425,263	32,963	169,246	39.80%	256,017
101-209 City Assessor	295,358	294,777	24,545	115,634	39.23%	179,143
101-210 City Attorney	393,824	393,824	28,095	142,007	36.06%	251,817
101-215 City Clerk	198,545	197,369	18,896	73,550	37.27%	123,819
101-226 Personnel	166,545	166,545	8,774	70,919	42.58%	95,626
101-233 Purchasing	89,294	89,294	6,276	32,205	36.07%	57,089
101-253 City Treasurer	279,341	277,503	21,587	110,546	39.84%	166,957
101-254 City Income Tax	211,038	209,607	15,423	67,463	32.19%	142,144
101-258 Management Information Services	330,867	329,517	34,872	178,876	54.28%	150,641
101-265 City Hall & Grounds	338,657	338,657	32,566	140,926	41.61%	197,731
101-276 Cemeteries	186,363	186,363	(7,963)	105,169	56.43%	81,194
101-299 Unallocated	694,527	694,527	115,937	295,239	42.51%	399,288
	4,012,940	4,002,549	372,250	1,664,778	41.59%	2,337,771
<u>Police Department :</u>						
101-301 Police	7,268,805	7,250,955	664,712	2,863,859	39.50%	4,387,096
101-308 STEP Grants	0	0	0	13,132	N/A	(13,132) <i>Note 2</i>
101-311 JCCAE Grant	0	12,000	0	4,963	41.36%	7,037
101-313 Consortium Training	11,485	11,485	3,000	2,600	22.64%	8,885
101-314 In-Service Training	8,478	8,478	1,695	5,552	65.49%	2,926
	7,288,768	7,282,918	669,407	2,890,106	39.68%	4,392,812
<u>Fire Department :</u>						
101-340 Fire Suppression	3,327,889	3,327,889	254,457	1,288,757	38.73%	2,039,132
	3,327,889	3,327,889	254,457	1,288,757	38.73%	2,039,132
<u>Other Public Safety :</u>						
101-350 Public Safety - Unallocated	1,684,850	1,684,850	150,242	742,602	44.08%	942,248
101-401 Planning	28,213	28,213	2,793	26,753	94.83%	1,460
101-426 Office of Emergency Measures	64,601	64,601	4,587	9,175	14.20%	55,426
	1,777,664	1,777,664	157,622	778,530	43.80%	999,134

(Continued -)

City of Jackson, Michigan
General Fund Expenditure Summary
As of and For the 5 Months Ended November 30, 2011
(Prepared on the Adopted Budget-Basis)

- Continued -

Function Department	2011/12 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	8,000	8,000	82	2,455	30.69%	5,545
101-442 Civic Affairs	43,765	43,765	4,341	17,102	39.08%	26,663
101-447 Grounds Maintenance	42,600	42,600	1,907	18,350	43.08%	24,250
101-448 Sidewalk Construction	52,000	52,000	0	38,693	74.41%	13,307
101-450 Street Lighting	454,458	454,458	37,874	168,511	37.08%	285,947
101-455 Weed Control	39,300	39,300	1,273	26,018	66.20%	13,282
101-690 Forestry	186,363	186,363	2,691	140,168	75.21%	46,195
	826,486	826,486	48,168	411,297	49.76%	415,189
<u>Recreation & Culture :</u>						
101-692 Parks, Recreation & Grounds Admin	616,109	615,528	84,202	271,912	44.18%	343,616
101-697 Parks & Facilities Maintenance	539,350	538,188	35,542	185,749	34.51%	352,439
101-698 Lt. Nixon Memorial Pool	131,735	131,735	4,527	98,701	74.92%	33,034
101-699 Sharp Park Swimming Pool	94,877	94,877	2,471	65,120	68.64%	29,757
101-803 Historical District	11,973	11,973	580	2,634	22.00%	9,339
	1,394,044	1,392,301	127,322	624,116	44.83%	768,185
<u>Health & Welfare :</u>						
101-896 Human Relations	57,691	57,691	3,362	35,218	61.05%	22,473
<u>Contributions to Other Funds:</u>						
101-999 Contributions to Other Funds:	21,500	21,500	0	0	0.00%	21,500
Total General Fund Expenditures	18,808,415	18,790,431	1,640,477	7,739,333	41.19%	11,051,098

City of Jackson
All Other Funds - Expenditure Summary
As of and For the 5 Months Ended November 30, 2011
(Prepared on the Adopted Budget-Basis)

Fund Type/Fund Name	2011/12 Budget		Actual Month To Date	Actual Year To Date	Percent Spent	Variance - Favorable (Unfavorable)	
	Original	Amended					
<u>Special Revenue Funds :</u>							
202	Major Street	4,103,574	4,103,574	42,491	954,125	23.25%	4,061,083
203	Local Street	2,025,823	2,025,823	142,933	790,620	39.03%	1,882,890
208	Ella W. Sharp Park Operating	675,998	674,067	49,848	318,038	47.18%	624,219
210	Land Acquisition Fund	50,000	50,000	3,372	12,146	24.29%	46,628
211	Housing Initiative Fund	15,000	15,000	1,032	1,813	12.09%	13,968
245	Public Improvement	1,145,597	1,145,597	1,552	124,913	10.90%	1,144,045
249	Building Department	558,342	556,911	49,357	222,795	40.01%	334,116
257	Budget Stabilization	16,000	16,000	0	0	0.00%	16,000
265	Drug Law Enforcement	45,517	45,517	2,333	12,121	26.63%	33,396
268	BYRNE/JAG Grants	167,386	196,729	17,826	48,594	24.70%	148,135
269	COPS Hiring Recovery Prog. Grant	196,246	196,246	0	51,255	26.12%	144,991
270	LAWNET Grant	35,475	35,475	234	2,054	5.79%	33,421
289	Neighborhood Stabilization Grant	265,000	265,000	2,738	54,598	20.60%	210,402
295	2008 Brownfield Assessment Grant	25,000	25,000	73	12,133	48.53%	12,867
296	Recreation Activity	245,706	245,706	(25,980)	88,258	35.92%	157,448
297	JPS Recreation Millage Program	239,000	239,000	9,159	87,037	36.42%	151,963
298	2008 Brownfield Revolving Loan	96,200	96,200	2,922	9,272	9.64%	86,928
<u>Debt Service Funds :</u>							
324	2003 MTF Bond D/S	283,235	283,235	0	278,530	98.34%	4,705
365	City Hall D/S	653,071	653,071	0	201,286	30.82%	451,785
368	Building Authority D/S	133,360	133,360	0	122,805	92.09%	10,555
395	2001 DDA TIF D/S	550	550	0	0	0.00%	550
396	2011 DDA TIF Refinancing D/S	5,624,828	5,624,828	43,194	5,369,235	95.46%	255,593
398	2002 BRA TIF D/S	637,703	637,703	223,726	223,726	35.08%	413,977
399	2007 BRA TIF Refunding D/S	446,529	446,529	208,102	208,102	46.60%	238,427
<u>Capital Projects Funds :</u>							
401	Capital Projects Fund	635,000	635,000	76,862	187,491	29.53%	447,509
402	Water Equipment and Replacement	1,698,995	1,698,995	110,323	624,501	36.76%	1,074,494
404	Sanitary Sewer Maintenance Fund	517,165	517,165	30,245	153,248	29.63%	363,917
405	Sanitary Sewer Replacement	745,500	745,500	19,800	246,097	33.01%	499,403
406	Wastewater Equip. Replacement	1,095,000	1,095,000	0	367,297	33.54%	727,703
494	Brownfield Redevelopment Auth.	1,342,648	1,342,648	435,854	451,998	33.66%	890,650
496	DDA Project	539,069	539,069	45,413	49,480	9.18%	489,589
<u>Enterprise Funds :</u>							
583	Sharp Park Golf Practice Center	66,151	66,151	0	21,706	32.81%	44,445
585	Auto Parking System	28,563	28,563	1,221	8,305	29.08%	20,258
586	Parking Assessment	150,043	150,043	5,322	30,535	20.35%	119,508
589	Stormwater Utility	792,148	792,148	81,639	327,069	41.29%	465,079
590	Sewer	6,942,700	6,928,166	427,930	1,910,319	27.57%	5,017,847
591	Water	7,491,560	7,465,288	487,864	2,206,544	29.56%	5,258,744
599	Parking Deck Fund	719,251	719,251	22,540	61,005	8.48%	658,246

(Continued -)

City of Jackson
All Other Funds - Expenditure Summary
As of and For the 5 Months Ended November 30, 2011
(Prepared on the Adopted Budget-Basis)

- Continued -

Fund Type/Fund Name	2011/12 Budget		Actual Month	Actual Year	Percent Spent	Variance - Favorable	
	Original	Amended	To Date	To Date		(Unfavorable)	
<u>Internal Service Funds :</u>							
641	Public Works Administration	617,445	599,558	59,538	189,791	31.66%	409,767
642	Engineering Administration	385,888	381,343	29,250	149,938	39.32%	231,405
643	Local Site Remediation Revolving	201,000	201,000	0	543	0.27%	200,457
661	Motor Pool and Garage	1,474,726	1,467,285	106,958	372,187	25.37%	1,095,098
663	Equipment Revolving Fund	72,136	72,136	0	0	0.00%	72,136
677	Workers' Compensation	208,500	208,500	10,311	53,921	25.86%	154,579
678	Prescription Drug	864,600	864,600	73,782	278,535	32.22%	586,065
679	Health Care Deductible Reimb.	44,200	44,200	2,835	7,335	16.60%	36,865
680	Health Care Deductible Reimb.-Fire	163,500	163,500	5,407	32,189	19.69%	131,311
<u>Trust & Agency Funds :</u>							
702	County & School Tax Collection	35,000	35,000	0	0	0.00%	35,000
711	Cemetery Perpetual Maintenance	64,500	64,500	0	0	0.00%	64,500
718	Ella W. Sharp Endowment	45,050	45,050	0	0	0.00%	45,050
731	Employees' Retirement System	3,270,000	3,270,000	499,288	1,429,317	43.71%	1,840,683
732	Policemen's/Firemen's Pension	1,040,000	1,040,000	0	256,419	24.66%	783,581
733	Policemen's/Firemen's Pens.-345	4,750,000	4,750,000	343,105	1,773,507	37.34%	2,976,493
736	Public Employees Health Care	10,000	10,000	0	0	0.00%	10,000
<u>Special Assessment Funds :</u>							
895	Special Assessment	324,149	324,149	0	0	0.00%	324,149

City of Jackson
All Funds - Revenue Summary
As of and For the 5 Months Ended November 30, 2011
(Prepared on the Adopted Budget-Basis)

Fund/Fund Name	2011/12 Budget		Actual Month To Date	Actual Year To Date	Percent Collected
	Original	Amended			
<u>General Fund :</u>					
Property Taxes	6,898,278	6,898,278	238,262	5,401,207	78.30%
Income Taxes	7,250,000	7,250,000	452,774	3,509,134	48.40%
Licenses & Permits	252,725	252,725	51,134	56,612	22.40%
Federal Grants	2,585	14,585	0	0	0.00%
State Grants	12,465	12,465	0	5,678	45.55%
State Revenue Sharing	2,286,500	2,286,500	416,591	690,710	30.21%
Contributions From Local Units	29,665	29,665	6,050	24,946	84.09%
Charges For Goods & Services	1,185,949	1,185,949	24,360	242,338	20.43%
Fines & Forfeits	237,580	237,580	12,300	72,857	30.67%
Investment Income	50,000	50,000	906	2,817	5.63%
Contributions From Other Funds	171,500	171,500	52,977	64,532	37.63%
Miscellaneous	278,034	278,034	9,025	168,094	60.46%
Total General Fund Revenues	18,655,281	18,667,281	1,264,379	10,238,925	54.85%
<u>Special Revenue Funds :</u>					
202 Major Street	3,912,693	3,912,693	164,666	528,758	13.51%
203 Local Street	2,007,167	2,007,167	266,978	367,478	18.31%
208 Ella W. Sharp Park Operating	677,950	677,950	10,564	245,395	36.20%
210 Land Acquisition Fund	50,000	50,000	0	1	0.00%
211 Housing Initiative Fund	15,000	15,000	3	12	0.08%
245 Public Improvement	1,057,500	1,057,500	38,504	840,109	79.44%
249 Building Inspection	554,520	554,520	38,561	217,117	39.15%
257 Budget Stabilization	16,000	16,000	692	2,592	16.20%
265 Drug Law Enforcement	31,250	31,250	7,528	3,532	11.30%
268 BYRNE/JAG Grants	167,386	196,729	6,275	24,757	12.58%
269 COPS Hiring Recovery Prog. Grant	196,246	196,246	51,256	51,256	26.12%
270 LAWNET Grant	35,475	35,475	(1,027)	1,938	5.46%
289 Neighborhood Stabilization Grant	265,000	265,000	5,218	57,610	21.74%
295 2008 Brownfield Assessment Grant	25,000	25,000	0	0	0.00%
296 Recreation Activity	300,500	300,500	10,672	76,188	25.35%
297 JPS Recreation Millage Program	240,000	240,000	0	1	0.00%
298 2008 Brownfield Revolving Loan	96,200	96,200	0	0	0.00%
<u>Debt Service Funds :</u>					
324 2003 MTF Bond D/S	283,235	283,235	0	278,530	98.34%
365 2003 City Hall D/S	657,500	657,500	18,852	555,591	84.50%
368 Building Authority D/S	133,360	133,360	0	122,805	92.09%
395 2001 DDA TIF D/S	550	550	0	0	0.00%
396 2011 DDA TIF Refinancing D/S	5,624,828	5,624,828	43,194	5,368,603	95.44%
398 2002 BRA TIF D/S	637,703	637,703	223,726	223,726	35.08%
399 2007 BRA TIF Refunding D/S	446,529	446,529	208,102	208,102	46.60%
<u>Capital Projects Funds :</u>					
401 Capital Projects Fund	635,000	635,000	0	3,117	0.49%
402 Water Equipment and Replacement	1,014,000	1,014,000	84,078	419,613	41.38%
404 Sanitary Sewer Maintenance Fund	517,165	517,165	30,245	153,183	29.62%
405 Sanitary Sewer Replacement	663,000	663,000	54,894	273,345	41.23%
406 Wastewater Equip. Replacement	643,000	643,000	52,797	262,474	40.82%
494 Brownfield Redevelopment Auth.	1,272,500	1,272,500	1,222	5,029	0.40%
496 DDA Project	1,046,602	1,046,602	0	14	0.00%

(Continued-)

City of Jackson
All Funds - Revenue Summary
As of and For the 5 Months Ended November 30, 2011
(Prepared on the Adopted Budget-Basis)

- Continued -

Fund/Fund Name	2011/12 Budget		Actual Month To Date	Actual Year To Date	Percent Collected	
	Original	Amended				
<u>Enterprise Funds :</u>						
583	Sharp Park Golf Practice Center	68,200	68,200	6	15,993	23.45%
585	Auto Parking System	28,250	28,250	992	6,137	21.72%
586	Parking Assessment	91,839	91,839	2,539	12,121	13.20%
589	Stormwater Utility	773,000	773,000	99,300	523,467	67.72%
590	Sewer	5,171,900	5,171,900	439,834	1,679,813	32.48%
591	Water	6,795,327	6,795,327	569,825	2,438,362	35.88%
599	Parking Deck Fund	256,932	256,932	558	2,759	1.07%
<u>Internal Service Funds :</u>						
641	Public Works Administration	617,445	599,558	48,899	264,899	44.18%
642	Engineering Administration	385,888	381,343	23,055	138,837	36.41%
643	Local Site Remediation Revolving	165,000	165,000	279	922	0.56%
661	Motor Pool and Garage	1,341,764	1,341,764	40,895	520,906	38.82%
663	Equipment Revolving Fund	72,136	72,136	0	0	0.00%
677	Workers' Compensation	265,000	265,000	16,732	130,677	49.31%
678	Prescription Drug	810,300	810,300	86,020	410,193	50.62%
679	Health Care Deductible Reimb.	93,000	93,000	6,410	32,128	34.55%
680	Health Care Deductible Reimb.-Fire	170,000	170,000	13,790	70,777	41.63%
<u>Trust & Agency Funds :</u>						
702	County & School Tax Collection	35,000	35,000	2,141	4,901	14.00%
711	Cemetery Perpetual Maintenance	89,500	89,500	5	4,922	5.50%
718	Ella W. Sharp Endowment	85,050	85,050	0	0	0.00%
731	Employees' Retirement System	4,183,000	4,183,000	2,004,208	(898,921)	-21.49%
732	Policemen's/Firemen's Pension	885,000	885,000	0	(412,482)	-46.61%
733	Policemen's/Firemen's Pension-345	7,168,528	7,168,528	473,999	(2,940,468)	-41.02%
736	Public Employees Health Care	40,000	40,000	0	0	0.00%
<u>Special Assessment Funds :</u>						
895	Special Assessment	324,149	324,149	163	1,909	0.59%

City of Jackson
Notes to Revenue & Expenditure Summaries
As of and For the 5 Months Ended November 30, 2011
(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 to correct this variance is pending.



Department of Community Development

Building a Stronger Community

161 W. Michigan Avenue • Jackson, MI 49201-1303 •

Facsimile (517) 780-4781

Administrative Services
(517) 788-4060

Building Inspection
(517) 788-4012

Rehabilitation Services & Information
(517) 788-4070

CITY COUNCIL MEETING January 10, 2012 CONSENT CALENDAR

MEMO TO: Honorable Mayor and City Councilmembers

FROM: Patrick Burtch, Deputy City Manager/Community Development Director

SUBJECT: CDBG and HOME Financial Summaries through November 2011

MOTION

Receipt of the CDBG and HOME Financial Summaries through November 2011.

Attached please find Financial Summaries for CDBG and HOME funds for the five months ended November 30, 2011.

Cc: Heather Soat, Financial Analyst
Michelle Pultz, Project Coordinator

**City of Jackson
Community Development Block Grant
Monthly Financial Summary
For the Five Months Ended November 30, 2011**

	<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 2010/2011	15,000	12,500	-	2,500	15,000	-	100.0%
FY 2011/2012	5,500	-	-	-	-	5,500	0.0%
2 JAHC - Homeownership Training (FY 2010/2011)	8,000	7,737	-	128	7,865	135	98.3%
3 MLK Summer Program	40,000	-	-	-	-	40,000	0.0%
4 Center for Family Health	10,000	-	-	8,374	8,374	1,626	83.7%
5 Partnership Park-After School Programs (FY 2010/2011)	5,000	2,690	-	2,310	5,000	-	100.0%
6 United Way - 211 Services	7,500	-	-	4,516	4,516	2,984	60.2%
7 Salvation Army - Heating Assistance	55,954	-	-	-	-	55,954	0.0%
<u>Administration</u>							
8 Administration & Planning							
FY 2010/2011	249,700	145,174	17,137	87,866	233,040	16,660	93.3%
FY 2011/2012	205,000	-	-	-	-	205,000	0.0%
<u>Code Enforcement</u>							
9 City Code Enforcement Division							
FY 2010/2011	503,345	386,244	-	117,101	503,345	-	100.0%
FY 2011/2012	500,000	-	15,351	21,332	21,332	478,668	4.3%
10 City Attorney Office							
FY 2010/2011	63,000	33,722	3,298	14,297	48,019	14,981	76.2%
FY 2011/2012	14,000	-	-	-	-	14,000	0.0%
<u>Housing Rehabilitation Projects</u>							
11 Owner Occupied Housing Rehabilitation							
FY 2008/2009	58,980	33,345	-	2,989	36,334	22,646	61.6%
FY 2009/2010	88,000	-	-	-	-	88,000	0.0%
FY 2010/2011	60,000	-	-	-	-	60,000	0.0%

	<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 2011/2012	50,027	-	-	-	-	50,027	0.0%
12 City Emergency Hazard Repair Program							
FY 2010/2011	125,000	37,067	15,822	29,721	66,788	58,212	53.4%
FY 2011/2012	54,900	-	-	-	-	54,900	0.0%
13 New Neighbor Program (FY 2005/2006)	80,000	69,329	-	6,943	76,272	3,728	95.3%
14 World Changers							
FY 2010/2011	45,585	12,454	-	20,929	33,383	12,202	73.2%
FY 2011/2012	40,000	-	-	-	-	40,000	0.0%
15 Cleanup (FY 2010/2011)	10,000	-	-	-	-	10,000	0.0%
16 City Rehab Administration (Denied Loans)							
FY 2008/2009	3,000	1,491	-	661	2,152	848	71.7%
FY 2009/2010	1,000	-	-	-	-	1,000	0.0%
FY 2010/2011	1,000	-	-	-	-	1,000	0.0%
FY 2011/2012	1,000	-	-	-	-	1,000	0.0%
17 John George Home - building repairs							
FY 2010/2011	10,000	9,660	-	-	9,660	340	96.6%
FY 2011/2012	12,500	-	-	-	-	12,500	0.0%
18 DDA - Façade Loans (FY 2008/2009)	18,000	5,026	-	-	5,026	12,974	27.9%
<u>Street Projects</u>							
19 Mason - Jackson to Mechanic (FY 2009/2010)	91,000	66,400	(3,230)	(2,707)	63,693	27,307	70.0%
20 Mason - Mechanic to Francis (FY 2009/2010)	72,000	6,718	17,653	20,359	27,077	44,923	37.6%
21 Loomis - Leroy to North (FY 2009/2010)	90,000	18,715	71,285	71,285	90,000	-	100.0%
22 Loomis - North to Argyle (FY 2009/2010)	47,000	-	47,000	47,000	47,000	-	100.0%
23 Monroe Street Sidewalk (FY 2009/2010)	30,000	25,049	-	-	25,049	4,951	83.5%
24 Special Assessments (FY 2009/2010)	22,718	820	-	-	820	21,898	3.6%
25 Wilkins - Jackson to Williams (FY 2010/2011)	103,000	897	67,733	67,733	68,630	34,370	66.6%
26 Wilkins - Williams to Mechanic (FY 2010/2011)	106,000	-	-	-	-	106,000	0.0%
27 Wilkins - Mechanic to Francis (FY 2010/2011)	136,000	-	-	-	-	136,000	0.0%
28 Special Assessments (FY 2010/2011)	10,000	-	-	-	-	10,000	0.0%
29 Biddle - Jackson to Williams	53,000	-	-	-	-	53,000	0.0%

	<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>
30 Forest - Bend to Edgewood	106,000	-	-	-	-	106,000	0.0%
31 Homewild - Ellery to Edgewood	119,000	-	-	-	-	119,000	0.0%
32 Special Assessments	25,000	-	-	-	-	25,000	0.0%
<u>Other Projects</u>							
33 Public Works - curb ramps							
FY 2009/2010	67,523	57,655	7,940	9,868	67,523	-	100.0%
FY 2010/2011	20,000	-	20,000	20,000	20,000	-	100.0%
FY 2011/2012	10,000	-	1,714	1,714	1,714	8,286	17.1%
34 Tree Removal/Replacement							
FY 2009/2010	25,000	18,751	6,249	6,249	25,000	-	100.0%
FY 2010/2011	14,000	-	13,776	13,776	13,776	224	98.4%
FY 2011/2012	15,000	-	-	-	-	15,000	0.0%
<u>Economic Development</u>							
35 Job Creation Loans							
FY 2010/2011	50,000	-	-	-	-	50,000	0.0%
FY 2011/2012	20,000	-	-	-	-	20,000	0.0%
<u>Public Improvements</u>							
36 JPD Equipment (FY 2010/2011)	7,752	7,606	-	-	7,606	146	98.1%
37 Demolition (FY 2010/2011)	38,000	-	-	-	-	38,000	0.0%

NOTE: All funds are FY 2011/2012 allocations unless otherwise indicated

**City of Jackson
HOME
Monthly Financial Summary
For the Five Months Ended November 30, 2011**

	<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 2009/2010	547,129	460,727	-	11,943	472,670	74,459	86.4%
FY 2010/2011	216,617	-	-	-	-	216,617	0.0%
FY 2011/2012	185,453	-	-	-	-	185,453	0.0%
2 HOME Administration							
FY 2010/2011	30,400	-	-	30,400	30,400	-	100.0%
FY 2011/2012	32,189	-	-	-	-	32,189	0.0%
3 JAHC - Downpayment Assistance							
FY 2010/2011	40,000	-	2,763	9,119	9,119	30,881	22.8%
4 JAHC - CHDO Operating Expenses							
FY 2009/2010	15,000	5,856	-	479	6,335	8,665	42.2%
FY 2010/2011	18,000	-	-	-	-	18,000	0.0%
5 CAA - CHDO Operating Expenses (FY 2011/2012)	16,000	-	-	-	-	16,000	0.0%
6 JAHC - CHDO Acquisition/Rehab/Resale							
FY 2009/2010	73,072	55,477	-	17,595	73,072	-	100.0%
FY 2010/2011	90,000	89,670	-	(16,764)	72,906	17,094	81.0%
7 CAA - CHDO Acq/Rehab/Resale (FY 2011/2012)	53,250	-	-	-	-	53,250	0.0%
8 JAHC - Administration (FY 2010/2011)	6,000	4,600	-	394	4,994	1,006	83.2%
9 Habitat for Humanity (FY 2011/2012)	35,000	-	-	-	-	35,000	0.0%



Department of Community Development

Building a Stronger Community

161 W. Michigan Avenue • Jackson, MI 49201-1303
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CITY COUNCIL MEETING December 30, 2011

TO: Honorable Mayor and City Councilmembers
FROM: Patrick H. Burtch, Deputy City Manager/Community Development Director
SUBJECT: 2011 Dangerous Building Report

MOTION

Receive December 2011, Dangerous Building Report.

The Dangerous Building Report summarizes the current status of dangerous or unsafe structures as referenced in Chapter 17 of the City Code of Ordinances.

Page 1	Dangerous Building Report Summary Sheet
Page 2 – 19	Condemned Properties (Dangerous and Unsafe) 2011
Page 20	Condemned Properties (Dangerous and Unsafe) 2010
Page 21	Hazardous Properties (Secured and Released)
Page 22	Unfit for Human Habitation (Notice to Vacate)

**CITY OF JACKSON
DANGEROUS BUILDING REPORT SUMMARY SHEET**

CONDEMNED PROPERTIES (DANGEROUS AND UNSAFE) 2011

Jan-11	Feb-11	March-11	April-11	May-11	June-11	July-11	Aug-11	Sep-11	Oct-11	Nov-11	Dec-11	YTD Total
3	6	0	1	4	2	10	12	7	4	4	10	63
(1) CONDEMNED PROPERTIES (DANGEROUS AND UNSAFE) CARRIED OVER FROM 2010 1 Owner is repairing property												1

This table reflects the number of properties that have been condemned and posted as dangerous and unsafe

CONDEMNED PROPERTIES THAT HAVE BEEN REPAIRED/RELEASED

Jan-11	Feb-11	March-11	April-11	May-11	June-11	July-11	Aug-11	Sep-11	Oct-11	Nov-11	Dec-11	YTD Total
0	0	1	3	0	1	5	3	2	6	3	0	24

CONDEMNED PROPERTIES THAT HAVE BEEN DEMOLISHED

Jan-11	Feb-11	March-11	April-11	May-11	June-11	July-11	Aug-11	Sep-11	Oct-11	Nov-11	Dec-11	YTD Total
0	0	0	4	5	0	4	1	6	1	2	0	23

HAZARDOUS PROPERTIES (OPEN AND ACCESSIBLE)

Jan-11	Feb-11	March-11	April-11	May-11	June-11	July-11	Aug-11	Sep-11	Oct-11	Nov-11	Dec-11	YTD Total
0	7	7	13	5	3	6	10	2	6	3	5	67

This table reflects the number of properties that were posted open and accessible, secured and released from the Dangerous Building Report.

UNFIT FOR HUMAN HABITATION (NOTICE TO VACATE)

Jan-11	Feb-11	March-11	April-11	May-11	June-11	July-11	Aug-11	Sep-11	Oct-11	Nov-11	Dec-11	YTD Total
2	0	0	0	0	2	0	1	2	2	2	3	14

This table reflects the number or properties that were posted unfit for human habitation and the occupants were ordered to vacate.

CITY OF JACKSON

CONDEMNED PROPERTIES 2011

(Dangerous and Unsafe)

Property Address (Stencil #)	Date and reason for condemnation	Summary of Activities and Building Code Board of Appeals actions
117 W Biddle St (4-0731) Mabel Anderson Trust House	07/27/2011 Fire, water and smoke damage.	07/27/2011 Condemned house. 07/28/2011 Notice and Order mailed to owner(s). Owner given 45 days to pull permit and 120 days to repair. 11/28/2011 Reinspection conducted; property remains dangerous and unsafe. 12/15/2011 Staff recommended UPHOLDING Notice and Order. 12/15/2011 Board UPHELD Notice and Order, bids for demolition to be requested. Permit Information: 08/17/2011 Demolition permit issued; no inspections. Current Status: Building Board UPHELD Notice and Order, bids for demolition to be requested 01/17/2012.
425 N Blackstone St (1-0214) ACP4 LLC House	11/04/2011 Electrical system is hazardous. Interior of home vandalized; holes in walls, plumbing fixtures missing, electrical system Wiring and devised exposed and removed.	11/04/2011 Condemned house. 11/08/2011 Notice and Order mailed to owner(s). Owner given until November 18, 2011, to pull permit and until November 28, 2011, to have repairs completed. 11/15/2011 Amended Notice and Order mailed to owner(s). Owner given 10 days to pull demolition permit and 30 days to demolish structure. 01/13/2012 Reinspection scheduled. Permit Information: No permits issued to date. Current Status: Publication required. Property scheduled for the January Building Code Board of Appeals meeting.

CITY OF JACKSON

CONDEMNED PROPERTIES 2011

(Dangerous and Unsafe)

Property Address (Stencil #)	Date and reason for condemnation	Summary of Activities and Building Code Board of Appeals actions
933 Chittock Ave (5-0646) REO Holding 1 LLC House/Garage	12/12/2011 Front porch collapsing and unsafe. Dilapidated porch at back of house. New this month	12/12/2011 Condemned house/garage. 12/13/2011 Notice and Order mailed to owner(s). Owner given 10 days to pull permit and 30 days to demolish. Permit Information: No permits issued to date. Current Status: Property is being monitored by Inspection Division. Will go before Building Code Board of Appeals in January 2012 if the owner does not comply with the Notice and Order.
330 S Dwight St (6-1084) Ralph III/Deborah Musolino House	08/31/2011 Back door and 2 nd story window open and accessible. Vagrants entering the house illegally.	08/31/2011 Condemned house. 09/12/2011 Notice and Order mailed to owner(s). Owner given until September 23, 2011, to obtain demolition permit and until October 14, 2011, to demolish. 10/17/2011 Reinspection conducted; remains dangerous and unsafe. 11/17/2011 Staff recommended UPHOLDING Notice and Order. 11/17/2011 Board UPHELD Notice and Order, bids for demolition to be requested. Permit Information: No permits issued to date. Current Status: Building Board UPHELD Notice and Order, bids for demolition to be requested 12/19/2011.
2009 and 2010 taxes delinquent – in forfeiture		
606 N East Ave (8-1466) Federal Home Loan Mortgage Corp House	11/21/2011 Front porch collapsing and unsafe. Open holes through roof/floor. Roof system of house deteriorated with open areas through north valley.	11/21/2011 Condemned house. 11/28/2011 Notice and Order mailed to owner(s). Owner given 21 days to pull permit and 45 days to demolish or repair. Permit Information: No permits issued to date. Current Status: Property is being monitored by Inspection Division. Will go before Building Code Board of Appeals in January 2012 if the owner does not comply with the Notice and Order.

CITY OF JACKSON

CONDEMNED PROPERTIES 2011

(Dangerous and Unsafe)

Property Address (Stencil #)	Date and reason for condemnation	Summary of Activities and Building Code Board of Appeals actions
311 N Elm Ave (7-1033.1) Sheri Bean House	12/28/2011 Structure fire throughout home. Smoke and water damage throughout. New this month	12/28/2011 Condemned house. 12/30/2011 Notice and Order mailed to owner(s). Owner given 30 days to pull permit and demolish or repair. Permit Information: No permits issued to date. Current Status: Property is being monitored by Inspection Division. Will go before Building Code Board of Appeals in February 2012 if the owner does not comply with the Notice and Order.
315 N Elm Ave (7-1031) Louis Brown Garage	08/12/2011 Open roof section sagging, support posts falling, wall section open, door rotted and building leaning.	08/12/2011 Condemned garage. 08/19/2011 Notice and Order mailed to owner(s). Owner given 10 days to obtain permit or supply detailed plans to repair and 28 days to demolish. 09/19/2011 Reinspection conducted; remains dangerous and unsafe. 10/27/2011 Staff recommended UPHOLDING Notice and Order. 10/27/2011 Board UPHELD Notice and Order, bids for demolition to be requested. Permit Information: No permits issued to date. Current Status: Building Board UPHELD Notice and Order, bids for demolition to be requested 12/05/2011.

CITY OF JACKSON

CONDEMNED PROPERTIES 2011

(Dangerous and Unsafe)

Property Address (Stencil #)	Date and reason for condemnation	Summary of Activities and Building Code Board of Appeals actions
201 S Elm Ave (6-0985) Pacunas Alban (New Owner 8/2011) Eric Ropp Joseph/Jue Allen House	02/18/2011 Fire damage throughout property. Damage to all rafters/wall framing.	01/31/2011 Condemned house. 02/18/2011 conducted interior inspection. 02/03/2011 Notice and Order mailed to owner(s). Owner given 45 days to pull permit and 3 months to repairs. 03/21/2011 Porch roof system removed per Notice and Order. 06/06/2011 Reinspection conducted, no permits issued, no progress on repairs. 07/28/2011 Staff recommended UPHOLDING Notice and Order. 07/28/2011 Board UPHELD Notice and Order, bids for demolition to be requested. Permit Information: 11/02/2011 Demolition permit issued; no inspections. Current Status: Building Board UPHELD Notice and Order, bids for demolition awarded 10/24/2011.
311 E Euclid Ave (5-1836) Orion Group Inc House 2009 and 2010 taxes delinquent – in forfeiture	08/15/2011 Home in blight condition. Roof system rotted, stairs unsafe, deck ready to collapse, missing/open rear door/window.	08/15/2011 Condemned house. 08/19/2011 Notice and Order mailed to owner(s). Owner given 10 days to obtain permit or supply detailed plans to repair and if not repairing 45 days to demolish. 10/07/2011 Reinspection conducted; remains dangerous and unsafe, no progress. 10/27/2011 Staff recommended UPHOLDING Notice and Order. 10/27/2011 Board UPHELD Notice and Order, bids for demolition to be requested. Permit Information: No permits issued to date. Current Status: Building Board UPHELD Notice and Order, bids for demolition to be requested 12/05/2011.

CITY OF JACKSON

CONDEMNED PROPERTIES 2011

(Dangerous and Unsafe)

Property Address (Stencil #)	Date and reason for condemnation	Summary of Activities and Building Code Board of Appeals actions
306 First St (3-0039) Citizens Bank House	12/12/2011 North 2 nd story porch and 1 st story porch settled/falling and rotted floor systems. 2 nd story chimney bowing to south. Open holes stone foundation north side. Lack of tuck pointing on perimeter main foundation. New this month	12/12/2011 Condemned house. 12/21/2011 Notice and Order mailed to owner(s). Owner given 10 days to pull permit and 30 days to demolish. Permit Information: No permits issued to date. Current Status: Property is being monitored by Inspection Division. Will go before Building Code Board of Appeals in January 2012 if the owner does not comply with the Notice and Order.
2019 First St (3-3211) Cynthia Rowen House	08/22/2011 Home covered with animal urine and feces. Home abandoned with over nine cats living in doors.	08/22/2011 Condemned house. 08/29/2011 Notice and Order mailed to owner(s). Owner given 5 days to obtain permit and 21 days to demolish house. 09/30/2011 Reinspection conducted; remains dangerous and unsafe. 10/27/2011 Staff recommended UPHOLDING Notice and Order. 10/27/2011 Board UPHELD Notice and Order, bids for demolition to be requested. Permit Information: No permits issued to date. Current Status: Building Board UPHELD Notice and Order, bids for demolition to be requested 12/05/2011.

CITY OF JACKSON

CONDEMNED PROPERTIES 2011

(Dangerous and Unsafe)

Property Address (Stencil #)	Date and reason for condemnation	Summary of Activities and Building Code Board of Appeals actions
1601 Fourth St (3-2356) Gregg Ladd Etal (New Owner 09/2011) First National Mortgage Assn (New Owner 05/2011) Kim Farthing Barn/Garage	05/03/2011 Barn/Garage is dilapidated. Foundation failing, building not plumb, doors rotted and falling off. Holes in roof.	05/03/2011 Condemned garage/barn. 05/04/2011 Notice and Order mailed to owner(s). Owner given 15 days to pull permit and 60 days to repair. 07/05/2011 Reinspection conducted; no progress, remains dangerous and unsafe. 08/25/2011 Staff recommended UPHOLDING Notice and Order. 08/25/2011 Board UPHELD Notice and Order, bids for demolition to be requested. Permit Information: No permits issued to date. Current Status: Building Board UPHELD Notice and Order, bids for demolition awarded 11/23/2011.
1051 Francis St (5-1049) Cliff Reed House	10/03/2011 Fire damage throughout home.	10/03/2011 Condemned house. 10/04/2011 Notice and Order mailed to owner(s). Owner given 21 days to obtain building permit to demolish or provide plans to repair and 60 days to complete. 12/16/2011 Reinspection scheduled. Permit Information: No permits issued to date. Current Status: Publication required. Scheduled for the January 2012, Building Code Board of Appeals meeting.

CITY OF JACKSON

CONDEMNED PROPERTIES 2011

(Dangerous and Unsafe)

Property Address (Stencil #)	Date and reason for condemnation	Summary of Activities and Building Code Board of Appeals actions
311 W Franklin St (4-0328) Jason Ulach House	05/05/2011 Fire/smoke damage throughout home. Detached garage rotted roof system.	05/05/2011 Condemned house. 05/11/2011 Notice and Order mailed to owner(s). Owner given 30 days to pull permit and 60 days to demolish/repair. 07/11/2011 Reinspection conducted; no progress, remains dangerous and unsafe. 10/27/2011 Staff recommended UPHOLDING Notice and Order. 10/27/2011 Board UPHELD Notice and Order, bids for demolition to be requested. Permit Information: 10/25/2011 Demolition permit issued; no inspections. Current Status: Building Board UPHELD Notice and Order, bids for demolition to be requested 12/05/2011.
Per County Treasurer – 2010 Special Assessment owing Taxes paid		
511 S Gorham St (6-1082) Susan/Dannie Austin Garage	02/17/2011 Garage roof decayed to the point of collapse.	02/17/2011 Condemned garage. 03/03/2011 Notice and Order mailed to owner(s). Owner given until April 10, 2011, to pull permit and duration of permit to repair/demolish. 05/27/2011 Staff recommended UPHOLDING Notice and Order. 05/27/2011 Board UPHELD Notice and Order, bids for demolition to be requested. Permit Information: 11/02/2011 Demolition permit issued; no inspections. Current Status: Building Board UPHELD Notice and Order, bids for demolition awarded 08/09/2011.

CITY OF JACKSON

CONDEMNED PROPERTIES 2011

(Dangerous and Unsafe)

Property Address (Stencil #)	Date and reason for condemnation	Summary of Activities and Building Code Board of Appeals actions
1019 Hill Pl (1-0599) Pamela Davis House/Garage	11/21/2011 Open and accessible. Front porch roof system rotted. Rear roof system rotted and main roof system sagging and water damaged. Interior gutted, missing electrical, mechanical and plumbing systems. Ceilings/walls falling.	11/21/2011 Condemned house/garage. 11/28/2011 Notice and Order mailed to owner(s). Owner given 21 days to pull permit and 60 days to demolish or repair. Permit Information: No permits issued to date. Current Status: Property is being monitored by Inspection Division. Will go before Building Code Board of Appeals in January 2012 if the owner does not comply with the Notice and Order.
1112 S Higby St (3-1218.T) Terry Sanders House/Garage	11/08/2011 Fire, water and smoke damage.	11/08/2011 Condemned house/garage. 11/15/2011 Notice and Order mailed to owner(s). Owner given 30 days to pull permit and duration of permit to repair. Permit Information: 11/10/2011 Electrical permit issued; no inspections. Current Status: Property is being monitored by Inspection Division. Will go before Building Code Board of Appeals in January 2012 if the owner does not comply with the Notice and Order.
902 W High St (3-1497.1) Aka 1220 S Grinnell St Curtis Investment Holdings LLC House	12/19/2011 Open and Accessible. Home in blighted condition and uninhabitable. New this month	12/19/2011 Condemned house/garage. 12/30/2011 Notice and Order mailed to owner(s). Owner given 14 days to pull demolition permit and 30 days to demolish structure. Permit Information: No permits issued to date. Current Status: Property is being monitored by Inspection Division. Will go before Building Code Board of Appeals in February 2012 if the owner does not comply with the Notice and Order.

CITY OF JACKSON

CONDEMNED PROPERTIES 2011

(Dangerous and Unsafe)

Property Address (Stencil #)	Date and reason for condemnation	Summary of Activities and Building Code Board of Appeals actions
407 Homewild Ave (7-0319) Brandy Ekins House 2009 and 2010 taxes delinquent	07/29/2011 Roof, foundation and stairs of house deteriorated, decayed and collapsing.	07291/2011 Condemned house. 08/01/2011 Notice and Order mailed to owner(s). Owner given 14 days to obtain permit and 30 days to complete repairs or demolish. 09/02/2011 Reinspection conducted; remains dangerous and unsafe. 12/15/2011 Staff recommended UPHOLDING Notice and Order. 12/15/2011 Board UPHELD Notice and Order, bids for demolition to be requested. Permit Information: 08/17/2011 Demolition permit issued; no inspections. Current Status: Building Board UPHELD Notice and Order, bids for demolition to be requested 01/17/2012.
408 Homewild Ave (7-0277) Midfirst Bank (New Owner 03/2011) Janice Chambers House	08/02/2011 Foundation collapsed, house deteriorated, abandoned, blight condition.	08/02/2011 Condemned house. 08/10/2011 Notice and Order mailed to owner(s). Owner given 14 days to obtain permit and 45 days to demolish. 09/26/2011 Reinspection conducted; remains dangerous and unsafe. 10/27/2011 Staff recommended tabling until the November meeting. 10/27/2011 Board tabled until the November Board meeting. 11/17/2011 Staff recommended tabling until the December meeting. 11/17/2011 Board tabled until the December Board meeting. 12/15/2011 Staff recommended UPHOLDING Notice and Order. 12/15/2011 Board UPHELD Notice and Order, bids for demolition to be requested. Permit Information: No permits issued to date. Current Status: Building Board UPHELD Notice and Order, bids for demolition to be requested 01/17/2012.

CITY OF JACKSON

CONDEMNED PROPERTIES 2011

(Dangerous and Unsafe)

Property Address (Stencil #)	Date and reason for condemnation	Summary of Activities and Building Code Board of Appeals actions
809 Homewild Ave (7-0377.1) Charles/Renatelle Titler House	06/27/2011 Open doors/windows. Holes in walls, roof sagging/rotted, interior unsanitary to live in.	06/27/2011 Condemned house. 06/29/2011 Notice and order mailed to owner(s). Owner given 14 days to obtain demolition permit, 30 days to demolish or 7 days to provide time line and pull permits to repair. 09/30/2011 Staff recommended UPHOLDING Notice and Order. 09/30/2011 Board UPHELD Notice and Order, bids for demolition to be requested. Permit Information: No permits issued to date. Current Status: Building Board UPHELD Notice and Order, bids for demolition to be requested 10/31/2011.
Per County Treasurer – 2008, 2009 and 2010 taxes delinquent		
233 N Jackson St (1-0057) R & J Property Mgt LLC Commercial	12/16/2011 Brick/stone wall deteriorated and falling. New this month	12/16/2011 Condemned commercial building. 12/16/2011 Notice and Order mailed to owner(s). Owner given until December 21, 2011 to pull permit and repair. Permit Information: No permits issued to date. Current Status: Property is being monitored by Inspection Division. Will go before Building Code Board of Appeals in February 2012 if the owner does not comply with the Notice and Order.

CITY OF JACKSON

CONDEMNED PROPERTIES 2011

(Dangerous and Unsafe)

Property Address (Stencil #)	Date and reason for condemnation	Summary of Activities and Building Code Board of Appeals actions
626 Kennedy St (8-1358) GMAC Mortgage LLC House/Garage	09/08/2011 Front porch rotted/falling. North wall foundation pushed/bowed outwards. Rear porch windows broken out. Interior Infested with fleas/unsanitary. Home in blight condition.	09/08/2011 Condemned house/garage. 09/12/2011 Notice and Order mailed to owner(s). Owner given 5 days to obtain permit or provide plans for repairs and 28 days to demolish. 10/10/2011 Reinspection conducted; no progress on repairs, remains dangerous and unsafe. 10/27/2011 Staff recommended UPHOLDING Notice and Order. 10/27/2011 Board UPHELD Notice and Order, bids for demolition to be requested. Permit Information: No permits issued to date. Current Status: Building Board UPHELD Notice and Order, bids for demolition to be requested 12/05/2011.
736 Loomis St (8-1582) US Bank NA Trustee (New owner 09/2011) Aaron/Heather Albrecht Garage	10/20/2011 Garage is leaning to the north, off north foundation, paint is peeling and fascia is deteriorated.	10/20/2011 Condemned garage. 10/27/2011 Notice and Order mailed to owner(s). Owner given 10 days to secure permit and until November 26, 2011, to repair/demolish. 01/13/2012 Reinspection scheduled. Permit Information: No permits issued to date. Current Status: Publication required. Property scheduled for the January Building Code Board of Appeals meeting.

CITY OF JACKSON

CONDEMNED PROPERTIES 2011

(Dangerous and Unsafe)

Property Address (Stencil #)	Date and reason for condemnation	Summary of Activities and Building Code Board of Appeals actions
1002 Maple Ave (4-0898) Troycie Miller Chimney	05/05/2011 Masonry chimney in danger of collapse.	05/05/2011 Condemned chimney. 05/11/2011 Notice and order mailed to owner(s). Owner given 14 days to repair/remove. 05/31/2011 Reinspection conducted; remains dangerous and unsafe. 06/23/2011 Staff recommended UPHOLDING Notice and Order. 06/23/2011 Board UPHELD Notice and Order, bids for demolition to be requested. Permit Information: No permits issued to date. Current Status: Building Board UPHELD Notice and Order, bids for demolition awarded 09/02/2011.
116 W Mason St (4-0122) Alexander Bodo Jr Estate House	12/05/2011 Open and accessible and interior of of structure has been demolished. New this month	12/05/2011 Condemned house. 12/07/2011 Notice and Order mailed to owner(s). Owner given 7 days to pull permit and 14 days to demolish structure.. Permit Information: No permits issued to date.. Current Status: Property is being monitored by Inspection Division. Will go before Building Code Board of Appeals in January 2012 if the owner does not comply with the Notice and Order.

CITY OF JACKSON

CONDEMNED PROPERTIES 2011

(Dangerous and Unsafe)

Property Address (Stencil #)	Date and reason for condemnation	Summary of Activities and Building Code Board of Appeals actions
605-07 S Mechanic St (5-0212) Rose City Investments (New Owner 10/2011) First National Bank of America House	10/21/2011 Meth lab being operated from home. Unsafe/unsanitary living conditions. Home in blight condition.	10/21/2011 Condemned house. 10/26/2011 Notice and Order mailed to owner(s). Owner given 7 days to secure permit and 28 days to demolish. 12/15/2011 Staff recommended UPHOLDING Notice and Order. 12/15/2011 Board UPHELD Notice and Order, bids for demolition to be requested. Permit Information: No permits issued to date. Current Status: Building Board UPHELD Notice and Order, bids for demolition to be requested 01/17/2012.
1317 E Michigan Ave (6-0382) Maria E Cervantes/Jose Delossantos Commercial 2009 and 2010 taxes delinquent	08/31/2011 Roof system rotted with open hole in roof. 1 st and 2 nd floor systems water soaked. Ceilings/walls falling, electrical, mechanical, plumbing systems not operational. Foundation falling at northeast and southwest corners.	08/31/2011 Condemned commercial building. 09/12/2011 Notice and Order mailed to owner(s). Owner given until September 30, 2011, to obtain permit and until October 14, 2011, to demolish. 11/28/2011 Reinspection conducted; remains dangerous and unsafe. 12/15/2011 Staff recommended UPHOLDING Notice and Order. 12/15/2011 Board UPHELD Notice and Order, bids for demolition to be requested. Permit Information: No permits issued to date. Current Status: Building Board UPHELD Notice and Order, bids for demolition to be requested 01/17/2012.

CITY OF JACKSON

CONDEMNED PROPERTIES 2011

(Dangerous and Unsafe)

Property Address (Stencil #)	Date and reason for condemnation	Summary of Activities and Building Code Board of Appeals actions
1423 E Michigan Ave (6-0565) Joseph Hunter Etal House	07/28/2011 Home is severe blight condition.	07/28/2011 Condemned house. 08/01/2011 Notice and Order mailed to owner(s). Owner given 30 days to obtain permit and complete repairs or demolish. 09/02/2011 Reinspection conducted; remains dangerous and unsafe. 11/17/2011 Staff recommended UPHOLDING Notice and Order. 11/17/2011 Board UPHELD Notice and Order, bids for demolition to be requested. Permit Information: 09/27/2011 Demolition permit issued; no inspections. Current Status: Building Board UPHELD Notice and Order, bids for demolition to be requested 12/19/2011.
416 W Monroe St (1-0792) Jennie M Crittendon Etal Garage	08/27/2011 Garage roof is rotting, deck is rotted off and foundation is falling.	08/27/2011 Condemned garage. 08/29/2011 Notice and Order mailed to owner(s). Owner given until September 7, 2011, to pull permit and until September 27, 2011, to demolish garage. 09/30/2011 Reinspection conducted; remains dangerous and unsafe. 11/17/2011 Staff recommended UPHOLDING Notice and Order. 11/17/2011 Board UPHELD Notice and Order, bids for demolition to be requested. Permit Information: No permits issued to date. Current Status: Building Board UPHELD Notice and Order, bids for demolition to be requested 12/19/2011.

CITY OF JACKSON

CONDEMNED PROPERTIES 2011

(Dangerous and Unsafe)

Property Address (Stencil #)	Date and reason for condemnation	Summary of Activities and Building Code Board of Appeals actions
301 W Morrell St (4-1184) Chemkimich Realty Holdings LLC House	12/12/2011 Open and Accessible Front porch floor/roof rotted and collapsing. Utilities stripped to interior. Chimney falling. New this month	12/12/2011 Condemned house. 12/13/2011 Notice and Order mailed to owner(s). Owner given 10 days to pull permit and 30 days to demolish. Permit Information: No permits issued to date. Current Status: Property is being monitored by Inspection Division. Will go before Building Code Board of Appeals in January 2012 if the owner does not comply with the Notice and Order.
303 W Morrell St (4-1184.1) Todd Smith House	12/12/2011 Dilapidated 2 nd story stairs. Open window on east. Front porch collapsing. Structure blight condition. New this month	12/12/2011 Condemned house. 12/13/2011 Notice and Order mailed to owner(s). Owner given 10 days to pull permit and 30 days to demolish. Permit Information: No permits issued to date. Current Status: Property is being monitored by Inspection Division. Will go before Building Code Board of Appeals in January 2012 if the owner does not comply with the Notice and Order.
341 W Morrell St (4-1188) Ollie Wilkie Jr House/Garage	12/19/2011 House framing is incomplete. Structural framing/sheathing exposed to the elements. New this month	12/19/2011 Condemned house/garage. 12/30/2011 Notice and Order mailed to owner(s). Owner given 10 days to pull permit and 30 days to demolish structure and accessory structure. Permit Information: No permits issued to date. Current Status: Property is being monitored by Inspection Division. Will go before Building Code Board of Appeals in February 2012 if the owner does not comply with the Notice and Order.

CITY OF JACKSON

CONDEMNED PROPERTIES 2011

(Dangerous and Unsafe)

Property Address (Stencil #)	Date and reason for condemnation	Summary of Activities and Building Code Board of Appeals actions
1018 Pigeon St (5-1041) Linda F Young House/Garage	08/27/2011 House open and accessible; windows broken out. Garage dilapidated and leaning to the north.	08/27/2011 Condemned house/garage. 08/29/2011 Notice and Order mailed to owner(s). Owner given until September 7, 2011, to pull demolition permit and until September 27, 2011, to demolish structures. 11/28/2011 Reinspection conducted; remains dangerous and unsafe.
2007, 2008, 2009 and 2010 taxes delinquent – in forfeiture		12/15/2011 Staff recommended UPHOLDING Notice and Order. 12/15/2011 Board continued until the January Board meeting. Permit Information: No permits issued to date. Current Status: Property scheduled for the January Building Code Board of Appeals meeting.
1025 Pigeon St (5-1020) State of Michigan DNR House George/Elnora Hardman (Owners)	09/02/2011 Front porch dilapidated and settled. Chimney is pulling away from house. Foundation is crumbling, back porch collapsing.	09/02/2011 Condemned house. 09/12/2011 Notice and Order mailed to owner(s). Owner given 5 days to obtain permit and 14 days to demolish. 09/26/2011 Reinspection conducted; remains dangerous and unsafe. 10/27/2011 Staff recommended UPHOLDING Notice and Order. 10/27/2011 Board UPHOLDING Notice and Order, bids for demolition to be requested. 11/08/2011 Error with ownership. Property is owned by George/Elnora Hardman. Remailed Notice and Order to owner. Given 5 days to obtain permit and 14 days to demolish. Permit Information: No permits issued to date. Current Status: Publication required. Property scheduled for the January 2012 Building Code Board of Appeals meeting.

CITY OF JACKSON

CONDEMNED PROPERTIES 2011

(Dangerous and Unsafe)

Property Address (Stencil #)	Date and reason for condemnation	Summary of Activities and Building Code Board of Appeals actions
720 Rock St (8-1823.1) Jeffrey D/Debra D Kruse Garage/Deck	09/02/2011 Rear deck and garage heaved/leaning. Garage walls pushed from foundation, walls leaning, doors falling, and deck falling.	09/02/2011 Condemned garage/deck. 09/12/2011 Notice and Order mailed to owner(s). Owner given 5 days to obtain permit and 14 days to demolish. 12/15/2011 Staff recommended UPHOLDING Notice and Order. 12/15/2011 Board UPHELD Notice and Order, bids for demolition to be requested. Permit Information: No permits issued to date. Current Status: Building Board UPHELD Notice and Order, bids for demolition to be requested 01/17/2012.
311 W Washington Ave (4-0286) Community Home Ownership Stairs	09/23/2011 Stairs are unsafe; treads rotted, broken, open guardrails, weathered stair stringers.	09/23/2011 Condemned stairs. 09/27/2011 Notice and Order mailed to owner(s). Owner given 3 days to pull permit and 7 days to complete repairs. 12/16/2011 Reinspection scheduled. Permit Information: 09/29/2011 Building permit issued; no inspections. Current Status: Publication required. Scheduled for the January 2012, Building Code Board of Appeals meeting.
2009 and 2010 taxes delinquent – in forfeiture		
403-05 W Washington Ave (3-0033) Citizens Bank House	12/12/2011 Front two story brick porch falling to northeast corner. Brick pulled wavy from home, falling to north street side. Brick stairway side wall to west pulling apart. New this month	12/12/2011 Condemned house. 12/13/2011 Notice and Order mailed to owner(s). Owner given 10 days to pull permit and 30 days to demolish. Permit Information: No permits issued to date. Current Status: Property is being monitored by Inspection Division. Will go before Building Code Board of Appeals in January 2012 if the owner does not comply with the Notice and Order.

CITY OF JACKSON

CONDEMNED PROPERTIES 2011

(Dangerous and Unsafe)

Property Address (Stencil #)	Date and reason for condemnation	Summary of Activities and Building Code Board of Appeals actions
1125 Woodbridge St (4-1148) Richard O'Boyle House/Garage 2010 taxes delinquent	09/28/2011 Front porch collapsed at front supports, leaning 8" pulling from house. Eaves and soffits rotted/falling, holes in soffit. Hole through rear wall doors boarded.	09/28/2011 Condemned house/garage. 10/04/2011 Notice and Order mailed to owner(s). Owner given 21 days to obtain permit or provide plans for repairs and 45 days to demolish. 12/16/2011 Reinspection scheduled. Permit Information: No permits issued to date. Current Status: Publication required. Scheduled for the January 2012, Building Code Board of Appeals meeting.

CITY OF JACKSON

CONDEMNED PROPERTIES 2010

(Dangerous and Unsafe)

Property Address (Stencil #)	Date and reason for condemnation	Summary of Activities and Building Code Board of Appeals actions
937 Chittock Ave (5-0648) James Caddell Etal Garage	10/14/2010 Garage falling and fire damaged.	10/14/2010 Condemned garage. 10/20/2010 Notice and Order mailed to owner(s). Owner given 14 days to pull permit and 45 days to demolish. 01/20/2011 Reinspection conducted, property remains dangerous and unsafe. 02/24/2011 Staff recommended UPHOLDING Notice and Order. 02/24/2010 Board UPHELD Notice and Order, bids for demolition to be requested Permit Information: Roofing permit issued 11/10/2010; no inspections; expired 05/09/2011. Current Status: Property being repaired by owners with permit, garage is at rough state this date; continue to monitor permits until completed.

CITY OF JACKSON

HAZARDOUS PROPERTIES

(Secured and Released)

Property Address (Stencil #)	Date of Complaint	Date Referred to DPW or Contractor	Date Secured
1009-11 First St (4-1244) Charles Beck House	12/28/2011	12/30/2011	
1013 First St (4-1247) Ralph Morgan House	12/28/2011	12/30/2011	
1211 Lansing Ave (1-0746) EH Pooled 911 LP House	12/01/2011	12/06/2011	12/09/2011
1007-09 Maple Ave (4-0881) Rita Shufelt House	12/19/2011	12/30/2011	
317-19 Union St (4-1208) Christopher Newman House	11/30/2011	12/02/2011	12/09/2011
514 Union St (3-2057) Kirk Root House	12/01/2011	12/06/2011	12/09/2011
206 N Van Dorn St (7-0444.1) Lori Kleven House	11/29/2011	12/02/2011	12/09/2011

CITY OF JACKSON

UNFIT FOR HUMAN HABITATION

(Notice to Vacate)

Property Address (Stencil #)	Reason Vacated	Date of Complaint	Date Vacated	Reported by	Vacated by	Date Released
1009-11 First St (4-1244) Charles Beck House	Unfit for habitation	12/28/2011	12/28/2011	JFD	Dennis Diffenderfer	
1013 First St (4-1247) Ralph Morgan House	Unfit for habitation	12/28/2011	12/28/2011	JFD	Dennis Diffenderfer	
565 Cooper St (7-0671) Lori Sercombe House	Unfit for habitation	11/30/2011	11/30/2011	JPD	Dennis Diffenderfer	
806 Greenwood Ave (4-0477) Benny Mitchell House	Unsafe furnace	12/05/2011	12/05/2011	Owner	Brian Taylor	

Julius A. Giglio

City Attorney

Bethany M. Smith

Deputy City Attorney

Gilbert W. Carlson

Assistant City Attorney

OFFICE OF THE



CITY ATTORNEY

161 West Michigan Avenue

Jackson, MI 49201

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CITY COUNCIL MEETING

January 10, 2012

NEW BUSINESS

MEMO TO: Honorable Mayor and City Councilmembers

FROM: Julius A. Giglio

SUBJECT: County of Jackson v. City of Jackson

MOTION: The requisite action is to refer this matter to the City Attorney for handling.

Attached is a copy of a Complaint that was served on the City of Jackson on December 16, 2011 in the State of Michigan's Court of Appeals. The County is alleging that the City's storm water utility fee is an "impermissible tax" under the Headlee Amendment.

The requisite action is to refer this matter to the City Attorney for handling.

JAG/dh

Enc.

cc Laurence Shaffer, City Manager

COHL, STOKER & TOSKEY, P.C.

ATTORNEYS AND COUNSELORS

601 NORTH CAPITOL

LANSING, MICHIGAN 48933

PETER A. COHL
DAVID G. STOKER
ROBERT D. TOWNSEND
BONNIE G. TOSKEY
RICHARD D. McNULTY
TIMOTHY M. PERRONE

(517) 372-9000
FAX (517) 372-1026

December 16, 2011

Clerk of the Court
Michigan Court of Appeals
925 W. Ottawa
P.O. Box 30022
Lansing, MI 48909-7522

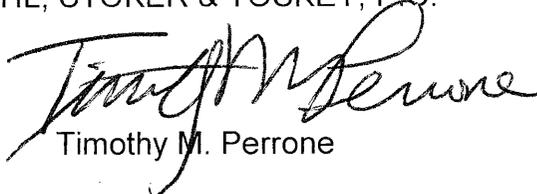
Re: County of Jackson v City of Jackson

Dear Clerk:

Enclosed please find the original and four copies of a Complaint Under Headlee Amendment and a Brief in Support of Complaint Under Headlee Amendment as well as a Proof of Service. Also enclosed is a check in the amount of \$375.00 in payment of the filing fee. Should you have any questions, do not hesitate to contact me.

Very truly yours,

COHL, STOKER & TOSKEY, P.C.



Timothy M. Perrone

TMP/dkb

Enclosures

cc w/enc Jackson County Administrator
Jackson City Clerk

RECEIVED
CITY of JACKSON
DEC 16 2011
CLERK'S OFFICE

BY _____

STATE OF MICHIGAN
IN THE COURT OF APPEALS

COUNTY OF JACKSON, a
political subdivision of the State
of Michigan,

Case No. _____

Plaintiff,

v

CITY OF JACKSON, a Michigan
municipal corporation,

Defendant.

_____/

Timothy M. Perrone (P37940)
COHL, STOKER & TOSKEY, P.C.
Attorneys for Plaintiff
601 N. Capitol Ave.
Lansing, MI 48933
(517) 372-9000

_____/

PROOF OF SERVICE

Timothy M. Perrone certifies that on the 16th day of December, 2011, he personally served a copy of a Complaint Under Headlee Amendment and Brief in Support of Complaint Under Headlee Amendment upon the Jackson City Clerk, at 161 W. Michigan Avenue, Jackson, MI 49201, by hand delivery.



Timothy M. Perrone

Subscribed and sworn to before me this 16th day of December, 2011.



Doreen Bowerman, Notary Public
Ingham County, Michigan
Acting in Ingham County, Michigan
My Commission Expires: 7/5/14

STATE OF MICHIGAN
IN THE COURT OF APPEALS

COUNTY OF JACKSON, a
political subdivision of the State
of Michigan,

Case No. _____

Plaintiff,

v

CITY OF JACKSON, a Michigan
municipal corporation,

Defendant.
_____ /

Timothy M. Perrone (P37940)
COHL, STOKER & TOSKEY, P.C.
Attorneys for Plaintiff
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Lansing, MI 48933
(517) 372-9000
_____ /

COMPLAINT UNDER HEADLEE AMENDMENT

Plaintiff County of Jackson, by its attorneys, Cohl, Stoker & Toskey, P.C., brings this Complaint pursuant to Const 1963, art. 9, §§25, 31 and 32, MCL 600.308a(1), and MCR 7.206(D), for relief against Defendant City of Jackson in connection with its imposition of a stormwater "fee" to all property owners in the City of Jackson, where such "fee" is an impermissible tax under the Headlee Amendment, and unfairly exempts the City's streets from its purview. In support, Plaintiff states:

1. Plaintiff County of Jackson is a political subdivision of the State of Michigan, with offices in Jackson, Michigan. Plaintiff owns several parcels of real property in the City of Jackson.

COHL, STOKER & TOSKEY, P.C.
ATTORNEYS AND COUNSELORS
601 NORTH CAPITOL
LANSING, MICHIGAN 48933
(517) 372-9000

2. Defendant City of Jackson is a Michigan municipal corporation, with offices in Jackson, Michigan.

3. Plaintiff seeks (a) declaratory judgment that the Defendant's imposition of a stormwater "fee" on all property owners in the City of Jackson is an impermissible tax under the Headlee Amendment, Const 1963, art. 9, §§ 25 and 31, (b) injunctive relief prohibiting the City from collecting the stormwater "fee" from Plaintiff and/or other similarly situated property owners in the City of Jackson, and (c) a refund of all stormwater "fees" collected from property owners in the City of Jackson.

4. This case presents an actual controversy for declaratory relief. MCR 2.605(A)(1).

5. Plaintiff is entitled to injunctive relief prohibiting the City from enforcing the collection of its stormwater "fee," to prevent irreparable harm to Plaintiff.

6. The Court of Appeals has original jurisdiction over this claim pursuant to Const 1963, art. 9, §32, and MCR 7.203(C)(5). There are factual questions to be resolved after a period of discovery.

7. On January 11, 2011, the City of Jackson adopted a Storm Water Utility Ordinance, for the purpose of conducting the City's storm water management program. The Ordinance provides for the proportional allocation to property owners of the necessary costs of the storm water utility, based upon the extent to which each parcel of real property contributes to the need for storm water management. The "fee" is calculated upon the representative impervious and pervious area of the property, computed as Equivalent Hydraulic Area (EHA) Units. See Ordinance No. 2011.02, attached as **Exhibit 1**.

8. No public or private property is exempt from the "fee" under the Ordinance, except for public road rights-of-way (but not internal site roadways within public facilities).

Thus, the “fee” is simply a charge on the area of property a person owns upon which rain falls.

9. The Ordinance further provides that storm water user “fees” shall be determined and modified, from time, to time, so that the total revenues generated by such user “fees” shall be sufficient to meet the costs of the City’s storm water management program.

10. The Ordinance initially allowed up to a 50% credit on the “fee” to property owners who, through voluntary action, reduce contributions to storm water flow, e.g., through detention ponds and other storm water management practices. See Storm Water User Fee Credit Manual, attached as **Exhibit 2**.

11. On July 19, 2011, the Ordinance was amended to allow up to a 75% credit on the “fee” to certain property owners. See Ordinance No. 2011.12, attached as **Exhibit 3**. However, all property owners must pay a “fee” regardless of the credits allowed. The “fee” on a property can not be avoided by the voluntary actions of a property owner, and can not be reduced to zero.

12. The Ordinance provides a procedure for a property owner to appeal the storm water user “fee,” e.g., on the grounds that the impervious and/or pervious area of the property is less than estimated by the Administrator in the calculation of that property’s storm water “fee.” However, there is no appeal on the grounds that the property owner does not receive a service.

13. For enabling authority, the Ordinance references the Michigan Revenue Bond Act in the Enforcement section, with regard to the unpaid “fees” becoming a lien on the property, which are ultimately enforceable in the same manner as the collection of taxes, MCL 141.121(3). The Ordinance also makes references to the Federal Clean Water Act

and the City's NPDES Stormwater Discharge Permit, which place increased mandates on the City to develop and implement storm water management. The Ordinance otherwise cites the City's obligation to protect the public health, safety, and welfare.

14. The Jackson City Charter generally authorizes the City to own, operate and maintain a sewer utility. See Article XVII of Jackson City Charter, attached as **Exhibit 4**.

15. Regardless of whether the City is authorized to implement a sewer system, the issue raised here is whether the system can be funded in the manner set forth in the Ordinance.

16. The stormwater "fee" was never approved by a vote of the people of the City of Jackson.

17. Beginning in May, 2011, Defendant City of Jackson submitted invoices to Plaintiff for the stormwater "fee," in conjunction with invoices for water service. (See invoices, attached as **Exhibit 5**). The stormwater "fee" portion of the invoices was not paid.

18. Plaintiff challenges the validity of the stormwater "fee" under the Headlee Amendment, Const 1963, art. 9, §§ 25 and 31, as interpreted by the Michigan Supreme Court in *Bolt v City of Lansing*, 459 Mich 152; 587 NW2d 264 (1999).

19. The storm water user "fee" at issue here is substantially similar to the one imposed by the City of Lansing in 1995, which was struck down by the Michigan Supreme Court in *Bolt*.

20. The City of Jackson storm water user "fee" is challenged here on the grounds that it is not truly a "fee," but rather is a "tax" that requires voter approval under the Headlee Amendment to the Michigan Constitution, Const 1963, art. 9, §§25 and 31.

21. The Headlee Amendment, Const 1963, art. 9, §25, provides in relevant part:

Property taxes and other local taxes and state taxation and spending may not be increased above the limitations specified herein without direct voter approval.

22. The Headlee Amendment, Const 1963, art. 9, §31, provides in relevant part:

Units of Local Government are hereby prohibited from levying any tax not authorized by law or charter when this section is ratified or from increasing the rate of an existing tax above that rate authorized by law or charter when this section is ratified, without the approval of a majority of the qualified electors of that unit of Local Government voting thereon.

23. Generally, a “fee” is “exchanged for a service rendered or a benefit conferred, and some reasonable relationship exists between the amount of the fee and the value of the service or benefit.” A “tax,” on the other hand, is designed to raise revenue. Determining whether the storm water service charge is properly characterized as a “fee” or a “tax” involves consideration of several factors.

24. The Supreme Court in *Bolt*, relying upon a long line of cases listed in the Headlee Blue Ribbon Commission Report, articulated three primary criteria to be considered when distinguishing between a “fee” and a “tax.” The first criterion is that a user fee must serve a regulatory purpose rather than a revenue-raising purpose. A second, and related, criterion is that user fees must be proportionate to the necessary costs of the service. A third criterion is voluntariness, i.e., whether the property owners were able to refuse or limit their use of the commodity or service.

25. When viewed under the *Bolt* criteria, the charge under the Jackson Ordinance (a) serves a revenue-raising purpose more than a regulatory purpose, (b) does not appear to be proportionate to the necessary costs of the service, and (c) is not voluntary, i.e., property owners are not able to refuse or limit their use of the service.

26. The Jackson Ordinance and the "fee" charged thereunder fails the *Bolt* test because:

(a) It is designed to raise revenue to fund the City's compliance with the Clean Water Act and the NPDES Permit. It uses a similar EHA formula to calculate rates as the Lansing Ordinance in *Bolt*. It provides for credits and appeals, but no appeal on the basis that no service is provided. It totally exempts the City's public road rights of way. It serves to benefit the public generally, and not the particular property owner who is subject to the charge. The charge is enforceable with a lien on property enforceable in the same manner as the collection of taxes.

(b) It requires that the total revenues generated by the charges must be sufficient to meet the cost of the City's storm water management program. Further, the charges are in addition to any special assessment, single lot assessment or public improvement charge that might be or become due for capital improvements to the storm water system.

(c) It is not voluntary, because property owners are not able to refuse or eliminate their use of the service.

27. The mandatory "fee" under the Jackson Ordinance illustrates the evils that the Headlee Amendment was designed to prevent, namely:

(a) it imposes a tax without distinctly stating the tax, in violation of Const 1963, art. 4, §32;

(b) it the tax was implemented without direct voter approval, in violation of Const 1963, art. 9, §§25 and 31; and

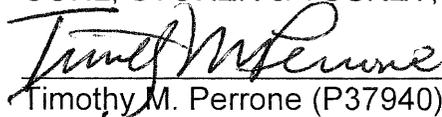
(c) it has no limit on the rate or amount to be charged, in violation of the limitations in Const 1963, art. 9, §6.

WHEREFORE, Plaintiff County of Jackson respectfully requests that this Honorable Court:

- A. Refer this matter to a Special Master, and order a period of discovery;
- B. After the close of discovery, set this matter for hearing;
- C. After the hearing, declare that the Jackson Ordinance imposing a stormwater "fee" on all parcels of real property in the City of Jackson is unconstitutional under the Headlee Amendment;
- D. Enjoin the City of Jackson from collecting the stormwater "fee" under the Ordinance from Plaintiff and all other property owners in the City of Jackson;
- E. Order the City of Jackson to make full refunds of all stormwater "fees" collected from property owners in the City of Jackson;
- F. Award Plaintiff its costs and attorney fees incurred in bringing this action; and
- G. Grant Plaintiff such other and further relief as may be required.

Respectfully submitted,

COHL, STOKER & TOSKEY, P.C.



Timothy M. Perrone (P37940)
Attorneys for Plaintiff
601 N. Capitol Ave.
Lansing, MI 48933
(517) 372-9000

Dated: December 16, 2011

N:\Client\Jackson\Litigation\City of Jackson\Complaint.wpd

STATE OF MICHIGAN
IN THE COURT OF APPEALS

COUNTY OF JACKSON, a
political subdivision of the State
of Michigan,

Case No. _____

Plaintiff,

v

CITY OF JACKSON, a Michigan
municipal corporation,

Defendant.
_____ /

Timothy M. Perrone (P37940)
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BRIEF IN SUPPORT OF
COMPLAINT UNDER HEADLEE AMENDMENT

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STATEMENT OF BASIS OF JURISDICTION

The Court of Appeals has original jurisdiction of a claim brought under the Headlee Amendment to the Michigan Constitution, Const 1963, art. 9, §§25 and 31, as provided in Const 1963, art. 9, §32, and pursuant to MCL 600.308a(1), MCR 2.112(M), and MCR 7.203(C)(5).

STATEMENT OF QUESTIONS INVOLVED

I. Whether the City of Jackson's Ordinance imposing a stormwater "fee" on all property owners in the City of Jackson should be stricken under the Headlee Amendment as an illegal tax imposed without a vote of the people, where such "fee" serves a revenue-raising purpose, is not proportionate to the necessary costs of the service, and is not voluntary because property owners are not able to refuse or avoid their use of the service?

Plaintiff Jackson County says, "Yes."

Defendant City of Jackson says, "No."

INTRODUCTION

Plaintiff County of Jackson, by its attorneys, Cohl, Stoker & Toskey, P.C., brings this Complaint pursuant to Const 1963, art. 9, §§25, 31 and 32, MCL 600.308a(1), MCR 2.112(M) and MCR 7.206(D), for relief against Defendant City of Jackson in connection with its imposition of a stormwater “fee” on all property owners in the City of Jackson, where such “fee” is an impermissible tax under the Headlee Amendment, and unfairly exempts the City streets from its purview.

There are factual questions to be resolved, which will require a period of discovery. The stormwater “fee” imposed under the City of Jackson Ordinance is substantially similar to the “fee” charged under the City of Lansing Ordinance that was struck down by the Michigan Supreme Court in *Bolt v City of Lansing*, 459 Mich 152; 587 NW2d 264 (1999). Under the criteria set forth in *Bolt*, the stormwater “fee” imposed by the City of Jackson Ordinance should be stricken.

STATEMENT OF FACTS

Plaintiff County of Jackson is a political subdivision of the State of Michigan, with offices in Jackson, Michigan. Plaintiff owns several parcels of real property in the City of Jackson.

Defendant City of Jackson is a Michigan municipal corporation, with offices in Jackson, Michigan.

On January 11, 2011, the City of Jackson adopted a Storm Water Utility Ordinance, for the purpose of conducting the City's storm water management program. The Ordinance provides for the proportional allocation to property owners of the necessary costs of the storm water utility, based upon the extent to which each parcel of real property contributes to the need for storm water management. The "fee" is calculated upon the representative impervious and pervious area of the property, computed as Equivalent Hydraulic Area (EHA) Units. See Ordinance No. 2011.02, attached as **Exhibit 1**.

No public or private property is exempt from the "fee" under the Ordinance, except for public road rights-of-way (but not internal site roadways within public facilities). Thus, the "fee" is simply a charge on the area of property a person owns upon which rain falls. The Ordinance further provides that storm water user "fees" shall be determined and modified, from time, to time, so that the total revenues generated by such user "fees" shall be sufficient to meet the costs of the City's storm water management program.

The Ordinance initially allowed up to a 50% credit on the "fee" to property owners who, through voluntary action, reduce contributions to storm water flow, e.g., through

detention ponds and other storm water management practices. See Storm Water User Fee Credit Manual, attached as **Exhibit 2**.

On July 19, 2011, the Ordinance was amended to allow up to a 75% credit on the “fee” to certain property owners. See Ordinance No. 2011.12, attached as **Exhibit 3**. However, all property owners must pay a “fee” regardless of the credits allowed. The “fee” on a property can not be avoided by the voluntary actions of a property owner, and can not be reduced to zero.

The Ordinance provides a procedure for a property owner to appeal the storm water user “fee,” e.g., on the grounds that the impervious and/or pervious area of the property is less than estimated by the Administrator in the calculation of that property’s storm water “fee.” However, there is no appeal on the grounds that the property owner does not receive a service.

For enabling authority, the Ordinance references the Michigan Revenue Bond Act in the Enforcement section, with regard to the unpaid “fees” becoming a lien on the property, which are ultimately enforceable in the same manner as the collection of taxes, MCL 141.121(3). The Ordinance also makes references to the Federal Clean Water Act and the City’s NPDES Stormwater Discharge Permit, which place increased mandates on the City to develop and implement storm water management. The Ordinance otherwise cites the City’s obligation to protect the public health, safety, and welfare.

The Jackson City Charter generally authorizes the City to own, operate and maintain a sewer utility. See Article XVII of Jackson City Charter, attached as **Exhibit 4**.

Regardless of whether the City is authorized to implement a sewer system, the issue raised here is whether the system can be funded in the manner set forth in the Ordinance. The stormwater "fee" was never approved by a vote of the people of the City of Jackson.

Beginning in May, 2011, Defendant City of Jackson submitted invoices to Plaintiff for the stormwater "fee," in conjunction with invoices for water service. (See invoices, attached as **Exhibit 5**). The stormwater "fee" portion of the invoices was not paid.

ARGUMENT

I. THE CITY OF JACKSON STORMWATER “FEE” SHOULD BE STRICKEN AS AN ILLEGAL TAX UNDER THE HEADLEE AMENDMENT

Plaintiff Jackson County seeks a declaratory judgment that the Defendant City of Jackson’s imposition of a stormwater “fee” on all property owners in the City of Jackson is an impermissible tax under the Headlee Amendment, Const 1963, art. 9, §§25 and 31, and injunctive relief prohibiting the City from collecting the stormwater “fee” from Plaintiff and/or other similarly situated property owners in the City of Jackson. In addition, Plaintiff seeks a refund of all stormwater “fees” collected from property owners in the City of Jackson.

This case presents an actual controversy for declaratory relief. MCR 2.605(A)(1). Plaintiff is entitled to injunctive relief prohibiting the City from enforcing the collection of its stormwater “fee,” to prevent irreparable harm to Plaintiff.

A. Standards for Headlee Challenge.

Plaintiff challenges the validity of the stormwater “fee” under the Headlee Amendment, Const 1963, art. 9, §§25 and 31, as interpreted by the Michigan Supreme Court in *Bolt v City of Lansing*, 459 Mich 152; 587 NW2d 264 (1999).

The Headlee Amendment, Const 1963, art. 9, §25, provides in relevant part:

Property taxes and other local taxes and state taxation and spending may not be increased above the limitations specified herein without direct voter approval.

The Headlee Amendment, Const 1963, art. 9, §31, provides in relevant part:

Units of Local Government are hereby prohibited from levying any tax not authorized by law or charter when this section is ratified or from increasing the rate of an existing tax above that rate authorized by law or charter when this section is ratified, without the approval of a majority of the qualified electors of that unit of Local Government voting thereon.

The Headlee Amendment, Const 1963, art. 9, §32, provides:

Any taxpayer of the state shall have standing to bring suit in the Michigan State Court of Appeals to enforce the provisions of Sections 25 through 31, inclusive, of this Article and, if the suit is sustained, shall receive from the applicable unit of government his costs incurred in maintaining such suit.

MCL 600.308a(1) provides:

An action under section 32 of article 9 of the state constitution of 1963 may be commenced in the court of appeals, or in the circuit court in the county in which venue is proper, at the option of the party commencing the action.

Generally, a “fee” is “exchanged for a service rendered or a benefit conferred, and some reasonable relationship exists between the amount of the fee and the value of the service or benefit.” A “tax,” on the other hand, is designed to raise revenue. Determining whether the storm water service charge is properly characterized as a fee or a tax involves consideration of several factors.

The Supreme Court in *Bolt*, relying upon a long line of cases listed in the Headlee Blue Ribbon Commission Report, articulated three primary criteria to be considered when distinguishing between a “fee” and a “tax.” The first criterion is that a user fee must serve a regulatory purpose rather than a revenue-raising purpose. A second, and related, criterion is that user fees must be proportionate to the necessary costs of the service. A third criterion is voluntariness, i.e., whether the property owners were able to refuse or limit their use of the commodity or service.

In *Wheeler v Charter Twp of Shelby*, 265 Mich App 657; 697 NW2d 180 (2005), the Court of Appeals noted that the *Bolt* criteria “are not to be considered in isolation, but rather in their totality, such that a weakness in one area would not necessarily mandate a finding that the charge is not a fee.” *Wheeler, supra*, at 665, quoting *Graham v Kochville*

Twp, 236 Mich App 141, 151; 599 NW2d 793 (1999), citing *Bolt*, *supra*, 459 Mich at 167 n 16.

B. The City of Jackson Stormwater “Fee” is an Illegal Tax.

The City of Jackson storm water user “fee” is challenged here on the grounds that it is not truly a “fee,” but rather is a “tax” that requires voter approval under the Headlee Amendment to the Michigan Constitution, Const 1963, art. 9, §§25 and 31. The storm water user “fee” at issue here is substantially similar to the one imposed by the City of Lansing in 1995, which was struck down by the Michigan Supreme Court in *Bolt*.

When viewed under the *Bolt* criteria, the charge under the Jackson Ordinance (1) serves a revenue-raising purpose more than a regulatory purpose, (2) does not appear to be proportionate to the necessary costs of the service, and (3) is not voluntary, i.e., property owners are not able to refuse or limit their use of the service. The Jackson Ordinance and the “fee” imposed thereunder fails the *Bolt* test.

1. The “Fee” Serves a Revenue-Raising Purpose.

The Jackson Ordinance is designed to raise revenue to fund the City’s compliance with the Clean Water Act and the NPDES Permit. It uses a similar EHA formula to calculate rates as the Lansing Ordinance in *Bolt*. It provides for credits and appeals, but no appeal on the basis that no service is provided. It totally exempts the City’s public road rights of way. It serves to benefit the public generally, and not the particular property owner who is subject to the charge. The charge is enforceable with a lien on property which are ultimately enforceable in the same manner as the collection of taxes, MCL 141.121(3).

2. The "Fee" is Not Proportionate.

The Jackson Ordinance requires that the total revenues generated by the charges must be sufficient to meet the cost of the City's storm water management program. Further, the charges are in addition to any special assessment, single lot assessment or public improvement charge that might be or become due for capital improvements to the storm water system.

3. The "Fee" is Not Voluntary.

The charge under the Ordinance is not voluntary, because property owners are not able to refuse or eliminate their use of the service. Indeed, even if a property owner takes steps to mitigate stormwater contributions, the maximum credit is only 75% of the "fee." A property owner can not reduce the "fee" to zero. Thus, the "fee" is simply a charge on the area of property a person owns upon which rain falls.

C. The Headlee Amendment Was Designed to Prevent Such a "Fee."

The mandatory "fee" under the Jackson Ordinance illustrates the evils that the Headlee Amendment was designed to prevent.

First, the Ordinance imposes a tax without distinctly stating the tax, in violation of Const 1963, art. 4, §32, which specifies: "Every law which imposes, continues or revives a tax shall distinctly state the tax." *Dukesherer Farms, Inc v Ball*, 405 Mich 1; 273 NW2d 877 (1979).

Further, the tax was implemented without direct voter approval, in violation of Const 1963, art. 9, §§25 and 31.

Finally, there is no limit on the rate or amount of the tax to be charged, in violation of the limitations contained in Const 1963, art. 9, §6.

The City of Jackson has other available means to meet its obligations under the Federal Clean Water Act and its NPDES Stormwater Discharge Permit that do not entail violating the Michigan Constitution. Among other options, the City could raise the necessary revenue through a properly enacted tax authorized by law and approved by the voters.

CONCLUSION AND RELIEF

For all the foregoing reasons, Plaintiff County of Jackson respectfully requests that this Honorable Court:

- A. Refer this matter to a Special Master, and order a period of discovery;
- B. After the close of discovery, set this matter for hearing;
- C. After the hearing, declare that the Jackson Ordinance imposing a stormwater “fee” on all parcels of real property in the City of Jackson is unconstitutional under the Headlee Amendment;
- D. Enjoin the City of Jackson from collecting the stormwater “fee” under the Ordinance from Plaintiff and all other property owners in the City of Jackson;
- E. Order the City of Jackson to make full refunds of all stormwater “fees” collected from property owners in the City of Jackson.
- F. Award Plaintiff its costs and attorney fees incurred in bringing this action; and

G. Grant Plaintiff such other and further relief as may be required.

Respectfully submitted,

COHL, STOKER & TOSKEY, P.C.



Timothy M. Perrone (P37940)

Attorneys for Plaintiff

601 N. Capitol Ave.

Lansing, MI 48933

(517) 372-9000

Dated: December 16, 2011

N:\Client\Jackson\Litigation\City of Jackson\Brief in Support of Complaint.wpd

ORDINANCE NO. 2011.02

An Ordinance to add Article VI to Chapter 27 of the City of Jackson Code of Ordinances to establish a storm water utility for the purpose of conducting a city storm water management program to protect the public health, safety, and welfare, and to provide for proportional allocation to property owners the necessary costs of storm water utilities.

THE PEOPLE OF THE CITY OF JACKSON ORDAIN:

Section 1. Enactment of New Article VI of Chapter 27 to the City of Jackson Code of Ordinances. A new Article VI ("Storm Water Utility") of Chapter 27 ("Water and Sewers") of the City of Jackson Code of Ordinances is hereby adopted to read in its entirety as follows:

ARTICLE VI. STORM WATER UTILITY

Sec. 27-180. TITLE

This Article shall be known as the "Storm Water Utility Ordinance" of the City of Jackson.

Sec. 27-181. PURPOSE

This Article establishes a storm water utility for the purpose of conducting the City's storm water management program to protect public health, safety, and welfare; provides for the proportional allocation to property owners of the necessary costs of the storm water utility; permits the establishment and collection of just and equitable rates and charges to fund the storm water utility; provides for credits, adjustments, exemptions and appeals; establishes regulations for the use of the storm water system, and prescribes the powers and duties of certain municipal agencies, departments and officials.

Sec. 27-182. FINDINGS

The Council finds all of the following:

1. The constitution and laws of the State of Michigan authorize local units of government to provide storm water management services and systems that will contribute to the protection and preservation of the public health, safety and welfare, and to the protection of the state's natural resources.
2. Property owners influence the quantity, character and quality of storm water from their property in relation to the nature of the alterations made to property.
3. Storm water contributes to the diminution of water quality, adversely impacting the public health, safety and welfare, and endangering natural resources.

4. Control of the quantity and quality of storm water from developed and undeveloped property is essential to protect and improve the quality of surface waters and ground waters, thereby protecting natural resources and public health, safety and welfare.
5. The Federal Clean Water Act and rules and regulations promulgated there under place increased mandates on the City to develop, implement, conduct and make available to its citizens and property owners storm water management services which address water quality, velocity, and volume impacts of storm water.
6. Water quality is improved by storm water management measures that control the quantity or quality, or both, of storm water discharging directly or indirectly to receiving waters, that reduce the velocity of storm water, or that divert storm water from sanitary sewer systems.
7. The City, having a responsibility to protect the public health, safety, and welfare, has a major role in ensuring appropriate water quality related to storm water flow.
8. Improper management of storm water runoff causes erosion of lands, threatens businesses and residences and other facilities with water damage from flooding, adversely impacts public health, safety, and welfare, and creates environmental damage to rivers, streams and other bodies of water in Michigan, including the Great Lakes.
9. The public health, safety, and welfare are adversely affected by poor ambient water quality and flooding that results from inadequate management of both the quality and quantity of storm water.
10. An adequate funding source is necessary to provide for storm water management in the City.
11. It is appropriate for the City to establish user fees to offset entirely or in part the cost of its storm water management program.
12. It is in the interest of protecting both the waters of the state from pollution and the public health, safety, and welfare for the City to fund storm water management with a user fee that allocates the costs of these services to property owners within the City based upon the extent to which each parcel of real property contributes to the need for storm water management.
13. Impervious and pervious surfaces on a given property relate to the volume, rate and/or pollutant loading of storm water runoff discharged from that property.
14. The measurement of impervious and pervious surface that causes storm water runoff provides an equitable and adequate basis for a system of user fees for funding storm water management.

Sec. 27-183. DEFINITIONS

For the purposes of this Article, the following words and phrases shall have the meanings described in this section:

Administrator is the City Engineer or such other person as the City Manager may designate.

Appeal is the process of filing a dispute with the user fee determination, adjustment or credit as recognized by the City.

Applicant is any person, or a duly designated representative applying for a storm water user fee credit, storm water discharge permit or storm water connection.

City shall mean the City of Jackson, Michigan and its authorized agents.

Council shall mean the City Council of the City of Jackson, Michigan.

Credit shall mean a conditional reduction in the amount of a storm water user fee charged to a property based on the provision and continuing presence of, use, operation, and maintenance of practices that the City of Jackson does not own, maintain or operate; or based on the continuing provision of activities that may reasonably reduce or mitigate the City's cost of providing for the City's storm water management program.

Customer shall mean the owner of any property that is receiving a storm water utility service from the City of Jackson, Michigan.

Detention shall mean the prevention of, or to prevent, the discharge, directly or indirectly, of a given volume of storm water runoff into the storm water system by providing temporary on-site storage.

Discharge shall mean the flow of water from a project, site, aquifer, drainage basin, or other drainage facility.

Erosion shall mean the wearing or washing away of soil by the action of water.

Equivalent Hydraulic Area (EHA) of a property shall mean the sum of the impervious surface area of the property multiplied by a factor of 0.95 plus the pervious surface area multiplied by a factor of 0.15.

Equivalent Hydraulic Area Unit (EHA Unit) shall mean the EHA of a typical detached single family residential property in the City of Jackson determined by an engineering analysis to be 2,125 square feet. The EHA Unit may be modified from time to time, if necessary, based on future engineering analyses. Detached single family homes (up to and including four units) pay a flat storm water user fee based on the fee charged to a property having one EHA unit.

Impervious area or surface means a surface area which is compacted or covered with material that is resistant to or impedes permeation by water, including but not limited to, most conventionally surfaced streets, roofs, sidewalks, patios, driveways, parking lots, and any other oiled, graveled, graded, or compacted surfaces.

MDNRE shall mean the Michigan Department of Natural Resources and Environment (formerly known as the Michigan Department of Environmental Quality).

NPDES means National Pollutant Discharge Elimination System, a program to issue permits for discharges to receiving waters, established under the Federal Clean Water Act, and administered by the MDNRE.

Operation and maintenance includes any component of a storm water system expenditure for materials, labor, utilities and other items for the management and uninterrupted operation of the storm water system in a manner for which the storm water system was designed and constructed.

Owner shall mean any person, firm, partnership, association, joint venture, corporation or other entity or combination of entities who alone, jointly, or severally with others hold(s) legal or equitable title to any real property. The term "owner" shall also include heirs, successors, and assigns.

Parcel shall mean a tract, or contiguous tracts, of land in the possession of, owned by, or recorded as property of the same claimant person.

Person shall mean any individual, association, organization, partnership, firm, public or private corporation or public agency.

Pervious area or surface is all land area that is not impervious.

Property means any land within the boundary of the City of Jackson, both publicly and privately owned, including public and private rights of way.

Retention shall mean the prevention of, or to prevent, the discharge, directly or indirectly, of any storm water volume into the storm water system.

Storm water means storm water runoff, snowmelt runoff, footing drain discharges, surface runoff and drainage.

Storm water management means one or more of the following:

- The quantitative control achieved by the storm water system of the increased volume and rate of surface runoff caused by alterations to the land.
- The qualitative control achieved by the storm water system, pollution prevention activities, and ordinances to reduce, eliminate or treat pollutants that might otherwise be carried by storm water.
- Public education, information, and outreach programs designed to educate and inform the public on the potential impacts of storm water.

Storm water management plan shall mean the written documents and plans that contain the following elements which shall be used to guide the storm water management program:

- September, 2010 City of Jackson, Michigan Storm Water Utility Feasibility Study prepared by Tetra Tech.
- December, 2003 Upper Grand River Watershed Management Plan prepared by Tetra Tech and the June 2006 Update.
- Geographic limits of the City of Jackson.
- Storm water management services to be provided.
- The planning period covered by the storm water management plan.
- Projected operation and maintenance and capital expenses for each year of the storm water management plan planning period including steps taken to reduce expenses.
- Documentation of an analysis undertaken to evaluate the comparative cost-effectiveness of storm water management alternatives.
- Projected impervious and pervious areas of each class of property.
- The method of calculating any storm water user fees and storm water development charges, if used, proportionate to the necessary cost of providing the necessary level of service of storm water management services.
- The process and method by which the City of Jackson will determine which properties will be subject to any storm water user fee for use of the storm water system owned and operated by the City of Jackson.
- A description of the components of the storm water system owned and operated by the City of Jackson.
- A description of how credits to reduce storm water user fees will be applied and calculated.

Storm water management program means one or more aspects of storm water management undertaken for the purpose of complying with applicable federal, state and local law and regulation or the protection of the public health, safety, and welfare related to storm water runoff.

Storm water pollution prevention initiative (SWPPI): The SWPPI is a document that shows the City's commitments that would be needed to meet the goal of reducing the discharge of pollutants to the maximum extent practicable. It includes the portions of the Watershed Management Plan that are applicable to the City.

Storm water runoff shall mean flow on the surface of the ground, resulting from precipitation and snowmelt that does not infiltrate into the soil, including material dissolved or suspended in it.

Storm water system means roads, streets, catch basins, curbs, gutters, ditches, storm sewers and appurtenant features, lakes, ponds, channels, swales, storm drains, canals, creeks, catch basins, streams, gulches, gullies, flumes, culverts, siphons, retention or detention basins, dams, floodwalls, levees, pumping stations, and other like facilities, and natural watercourses and features located within the geographic limits of the City which are designed or used for collecting, storing, treating or conveying storm water or through which storm water is collected, stored, treated or conveyed, or any other physical means by which storm water management is achieved.

Storm water user fee shall mean the fee charged to properties within the City of Jackson calculated proportionate to the necessary cost of providing storm water system management services to the users of the City's storm water system.

Structure shall mean anything constructed or installed with a fixed location on or in the ground.

Surface waters shall mean any receiving waters existing on the surface of the ground, including but not limited to; brooks, streams, rivers, wetlands, ponds, or lakes.

Undeveloped shall mean the condition of a property unaltered by construction or the addition of impervious surface.

User shall mean a firm, person or property that directly or indirectly contributes storm water to the storm water system.

Water quality shall mean those characteristics that relate to the physical, chemical, biological or radiological integrity of water.

Water quantity shall mean those characteristics that relate to the rate and volume of the storm water runoff to downstream areas.

Watershed shall mean an extent of land where storm water runoff drains downhill into a body of water, such as a river, lake, reservoir, estuary, or wetland. The watershed includes both the streams and rivers that convey the water as well as the land surfaces from which water drains into those channels, and is separated from adjacent watersheds by a topographic divide.

Sec. 27-184. ESTABLISHMENT OF A STORM WATER UTILITY

A storm water utility is hereby established by Council under the direction of the Administrator to fund the storm water management program of the City. The storm water management program shall include those activities necessary to protect public health, safety, and welfare from storm water and fulfill the requirements of the City of Jackson's storm water NPDES discharge permit, and all successor permits, including but not limited to the following activities:

1. Planning, engineering, acquisition, construction, operation, maintenance, installation and debt service costs to acquire, construct, finance, operate and maintain a storm water system.
2. Administering the storm water management program.
3. Acquiring, constructing, improving, enlarging, repairing, enhancing, replacing, financing, operating and maintaining the storm water system, together with such indirect and overhead costs which are fairly chargeable to such activities pursuant to accepted accounting principles and practices applicable to the City.
4. Updating a storm water management plan.
5. Undertaking activities required in order to comply with federal and state law and regulations related to storm water and permits issued there under.
6. Paying drain assessments which are the obligation of the City.
7. Providing public education, or information, or outreach related to the storm water management program or required by federal or state regulations, or required by permits issued to the City by federal or state regulatory bodies.

Sec. 27-185. STORM WATER MANAGEMENT PLAN

The Administrator may adopt, amend, or extend a storm water management plan from time to time. Any such adoption, amendment, or extension shall be approved by resolution of the Council.

Sec. 27-186. STORM WATER USER FEE

1. Subject to the provisions of this Article, all owners of property in the City of Jackson shall be charged a storm water user fee for their use of the storm water system. The storm water user fee shall be proportionate to the necessary cost of the storm water management services provided to each property in the City. The basis for storm water user fees shall be computed by the Administrator using the Equivalent Hydraulic Area (EHA) or EHA Units applicable to each property.
2. The principal storm water generating characteristic of each property is its representative impervious and pervious area, which shall be used as the basis for the storm water user fee. The storm water user fee shall be used to fund those elements of the storm water management program whose cost is directly related to the amount of storm water managed as well as the expenses related to billing, collection, customer service, and public involvement and public education activities.
3. The representative impervious and pervious areas of a property shall be the measured impervious and pervious areas of the property except for detached single-family homes (up to and including four units) which may be grouped

into one or more representative impervious and pervious area rate categories based upon a statistical evaluation of the measured impervious and pervious area of a sample of all properties. Each property within a category shall be billed the same storm water user fee if such statistical similarity is demonstrated. The minimum bill for any non-residential property shall be equal to the lowest category billed to a detached single-family home regardless of the credits applicable to such non-residential property.

4. The Administrator may periodically change the representative impervious and pervious area of a property based upon information available to the City and/or provided by a property owner.

Storm water user fees shall be determined and modified, from time to time, so that the total revenues generated by such user fees shall be sufficient to meet the cost of the City of Jackson's storm water management program. Storm water user fees shall be in addition to any special assessment, single lot assessment or public improvement charge that might be or become due for capital improvements to the storm water system.

Sec. 27-187. OTHER CHARGES

Charges for other services provided by the City shall be on a time and materials basis, including direct and indirect costs, as established by the Administrator. The Administrator may also set charges for the fair share recovery of the cost, including direct and indirect costs, from users for the implementation and operation of any of the following:

- (a) Monitoring, inspection and surveillance procedures
- (b) Reviewing accidental discharge procedures and construction
- (c) Storm water discharge permit applications
- (d) Annual charges for multi-year permits
- (e) Other charges as the Administrator may deem necessary to carry out the requirements of this Article

Sec. 27-188. CREDITS

1. The purpose of this section is to provide for each owner's voluntary control over contributions of storm flows to the storm water system and the related storm water user fees and to advance protection of the public health, safety, and welfare.
2. The City shall offer credits that will enable any owner, through voluntary action, to reduce the storm water user fees calculated for that owner's property and will provide a meaningful reduction in the cost of service to the storm water system, or that shall be reasonably related to a benefit to the storm water system:
 - a. Credits will only be applied if certain requirements are met, including, but not limited to: completion of on-going maintenance, guaranteed right-of-entry for inspections, and submittal of certification reports.

- b. Credits will be defined as percent (%) reductions applied to the storm water user fee calculation.
 - c. Credits are additive for each credit category. The maximum credit shall not exceed 50 % of the storm water user fee calculation.
 - d. As long as the storm water facilities or management practices are functioning as approved, the credit will be applied to the storm water user fee. If the approved practice is not functioning as approved or is terminated, the credit will be cancelled and the storm water user fee will return to the baseline calculation. Once the credit has been cancelled, an owner may not reapply for a credit for a period of 12 months and only then if the deficiency has been corrected, as determined by City inspection.
 - e. Credits will be applied to the next complete billing cycle after the application has been approved.
3. The Administrator shall define a method for applying and granting credits, as well as criteria for determining the credits an owner may receive. The Administrator may establish credits for one or more of the following owner actions:
- Residential Property: Flat Rate 25%
 - Storm Water Quantity: 25 to 50%
 - Education: 25%

Sec. 27-189. EXEMPTIONS

No public or private property located within the City limits of the City of Jackson shall be exempt from storm water user fees with the exception of public road rights-of-way that have been conveyed to and accepted for maintenance by the State of Michigan, Jackson County, or the City of Jackson, and which are available for use in common by the general public for motor vehicle transportation. This exemption shall not apply to internal site roadways within public facilities; to private roads or drives; or to internal roads, drives, and parking areas in privately owned property.

Sec. 27-190. BILLING

The City shall bill owners for storm water service on a periodic basis.

Sec. 27-191. STORM WATER ENTERPRISE FUND

1. All revenues raised from storm water user fees shall be placed in a storm water enterprise fund together with such other revenues from any source or combinations of

sources of revenues otherwise legally available which have been designated to be used for the storm water management program.

2. No part of the funds held in the storm water enterprise fund may be transferred to the general operating fund or used for any purpose other than undertaking the storm water management program, and operating and maintaining a storm water system.

Sec. 27-192. DISCHARGE PERMITS

1. A permit is required from the Administrator to discharge treated non-storm water otherwise subject to a discharge prohibition under this Article into the storm water system. The Administrator may require each person or firm that applies for use or uses of the storm water system for non-storm water purposes to obtain a discharge permit on the form prescribed by the administrator, to be subject to all provisions of this Article. A permit may be issued for a period not to exceed five years. The permit shall be subject to modification or revocation for failure to comply or provide safe access or provide accurate reports of the discharge constituents and characteristics. Permits are issued to specific persons or firms for specific operations and are not assignable to another person or firm without the prior written approval of the Administrator. Permits are not transferable to another location. Anyone seeking a permit to discharge treated non-storm water otherwise subject to a discharge prohibition into the storm water system must do the following:
 - a. File a written statement with the Administrator setting forth the nature of the enterprise, the amount of water to be discharged with its present or expected bacterial, physical, chemical, radioactive or other pertinent characteristics
 - b. Provide a plan map of the building, works or complex with each outfall to the surface waters, sanitary system, storm sewer, natural watercourse or ground waters noted, described and the discharge stream identified
 - c. Sample, test and file reports with the Administrator and the appropriate federal, state, and county agencies on appropriate characteristics of discharges on a schedule, at locations, and according to methods approved by the Administrator
2. Every permit to discharge into the storm water system shall be conditioned upon the permittee providing insurance, security and/or indemnification satisfactory to the Administrator protecting the City, City property and persons in the City from loss or damages associated with the permit or permit activities.
3. The Administrator or other authorized employees are authorized to obtain information concerning industrial processes which have a direct bearing on the kind and source of the discharge to the storm water system. The industrial user may withhold or restrict information if it can establish to the satisfaction of the administrator that release of the information would reveal trade secrets or would otherwise provide an advantage to competitors, except discharge constituents will not be recognized as confidential information.

4. At the permittee's expense, the Administrator shall carry out independent surveillance and field monitoring, in addition to the self-monitoring required of certain users to ascertain whether the purpose of this Article is being met and all requirements are being satisfied.
5. The method of determining flow of discharge to the storm water system shall be approved by the Administrator.
6. The permit applicant shall acquire and be in full compliance with applicable federal, state and county permits for discharge prior to being granted a permit from the Administrator.

Sec. 27-193. REGULATIONS

1. The Administrator may adopt regulations implementing this Article. These regulations may include, but not be limited to, the following topics:
 - a. The design, operation, management, and maintenance of the storm water system and for connections to that system.
 - b. Control of the quality and quantity of storm water from industrial sites by establishing management practices, design and operating criteria.
 - c. Procedures for updating billing data based upon changes in property boundaries, ownership, and storm water runoff characteristics.
 - d. Billing and payment procedures of the storm water utility that define the billing period, and billing methodology.
 - e. Policies establishing the type and manner of service delivery that will be provided by the utility.
 - f. Procedures for establishing, evaluating, and refining any storm water user fee credits.
 - g. Enforcement policies and procedures.
2. These regulations shall take effect 30 days after being filed with the City Clerk unless modified or disapproved by the Council. Regulations which are modified by Council take effect 30 days after the modification.

Sec. 27-194. STORM WATER TAPS

1. Only City employees or licensed contractors, after first obtaining all necessary permits including but not limited to a plumbing permit, street cut permit and sewer tap permit, are authorized to uncover the storm water system so that existing tees or deep sewer risers installed during public storm water system construction may be utilized. The connection shall be made only by the City employees or licensed contractors only upon payment of the required connection fee which shall be fixed by the City and shall not be less than the cost of materials, installation and overhead attributable to the installation.

2. All costs and expenses incidental to the installation, connection, and maintenance of the storm water tap and lead shall be borne by the property owner.
3. The City employees or licensed contractors will furnish and install storm water system taps of the size and at the location the applicant requests in writing, provided:
 - a. The requests are reasonable;
 - b. An adequate storm water system fronts the premises;
 - c. An adequate tee or deep storm water system riser does not exist for required usage;
 - d. A good and safe excavation is provided by the owner(s) or owner's agent for public services area tapping personnel;
 - e. The maximum sized direct tapped connection shall not be larger than $\frac{1}{2}$ the nominal diameter of the storm water main (e.g., a 6-inch maximum tap into a 12-inch storm water main). Connections greater than $\frac{1}{2}$ the nominal diameter of the storm water main shall be made in a minimum 3-foot diameter storm sewer structure or with a manufactured tee fitting.
 - f. Existing tees and deep risers shall be utilized along with storm water leads constructed (stubbed) to the property line at the time the storm water system was constructed.

Sec. 27-195. RIGHT OF APPEAL

The Administrator shall establish a procedure for the submission of appeals to an owner's storm water user fees. This procedure shall provide the following:

1. An owner liable for a storm water user fee shall be provided the right to appeal the storm water user fee. Appeals shall be considered on the grounds that the impervious and/or pervious area of the property is less than estimated by the Administrator or that the credit allowable to the property is greater than that estimated by the Administrator. No appeal may be brought with respect to a storm water user fee more than one year after the rendering of the bill for which an appeal is sought.
2. For an appeal to be successful, the owner shall demonstrate that the impervious and/or pervious area of the property is less than the amount used by the Administrator in the calculation of that property's storm water user fee. Factors that will be considered by the Administrator in addition to the impervious and pervious areas of the property will be the activities of the owner or features of the property that are available for credits, or other factors defined by the Administrator.
3. An owner must comply with all rules and procedures adopted by the Administrator, including the payment of any applicable fees, when submitting a request for appeal or adjustment of the storm water user fee and must provide all information necessary to make a determination.
4. Upon a finding that the impervious and/or pervious area of a property is less than the amount used by the Administrator in the calculation of that property's storm water

user fee, the sole remedy to the owner shall be re-calculation of the storm water user fee based on the corrected area data.

5. A finding that the impervious and/or pervious area of a property is not less than the amount used by the Administrator in the calculation of that property's storm water user fee shall be conclusive with respect to that property and shall remain effective for seven years, unless the owner changes the impervious and/or pervious area or the storm water management practices of the property. The owner shall remain eligible for credits.

Sec. 27-196. ENFORCEMENT

1. No person shall construct or maintain any property, residence or business not in compliance with the standards of this Article.
2. The Administrator and other authorized employees of the City bearing proper credentials and identification shall be permitted to enter upon all properties for the purposes of inspection, observation, measurement, sampling and testing in accordance with the provisions of this Article.
3. No person shall fail to provide any report or other information or perform any duty required by this Article.
4. If, after reasonable notice, a person fails to comply with this Article, the City may cause the work to be done to obtain compliance and shall charge the cost of that work to the person responsible. If the person responsible fails to pay an invoice for fees directed to him or her under this subsection, within thirty (30) days of mailing of said invoice, the city may cause the cost reflected in said invoice to be assessed against the property as a special assessment, pursuant to Section 15.7 of the City Charter, and the city may institute an action against the responsible person for the collection of said costs in any court of competent jurisdiction. However, the city's attempt to collect such costs by any process shall not invalidate or waive any lien filed against the property.
5. The Administrator is authorized by the Council to enforce the payment of storm water user fees for storm water services for any properties by discontinuing water service to those properties. A civil action may be instituted by the City against the owner of those properties for recovery of such amounts. The storm water user fees for storm water service which, under the provisions of Act No. 94 of the Public Acts of Michigan of 1933, as amended, are made a lien on the property to which furnished, are hereby recognized to constitute such lien; and the Administrator shall, on April thirtieth and September thirtieth of each year, certify all unpaid storm water user fees for such services furnished to any property which as of these dates have remained unpaid for a period of six (6) months, to the City Assessor, who shall enter the lien on the next City tax roll against the property to which the services shall have been rendered, and the storm water user fees shall be collected and the lien shall be enforced in the same manner as provided for the collection of taxes assessed upon such roll and the enforcement of the lien for the taxes.

6. The Administrator is authorized to take all steps necessary to immediately halt any discharge of pollutants which reasonably appears to present an imminent danger to the health or welfare of persons or to the environment.
7. In case of an emergency involving private storm water facilities, the Administrator may direct that immediate action be taken to correct or abate the condition causing the emergency. City personnel may perform the required work and charge the owner all such related and provable costs. Such costs (if remaining unpaid for 30 days following a bill being sent for their reimbursement) shall constitute a lien on the real property.
8. Persons aggrieved by any determination of the Administrator in enforcing this Article may appeal that determination. Prosecution shall be stayed pending such an appeal.
9. In their interpretation and application, the provisions of this Article shall be held to be minimum requirements and shall be liberally construed in favor of achieving the purposes of this Article, and shall not be deemed a limitation or repeal of any other powers granted by state or federal statutes and regulations.

Sec. 27-197. VIOLATIONS AND PENALTIES

1. Violation; Municipal Civil Infraction. Except as provided by Section 27-198, and notwithstanding any other provision of the City's laws, ordinances and regulations to the contrary, a person who violates any provision of this Article (including, without limitation, any notice, order, permit, decision or determination promulgated, issued or made by the Administrator under this Ordinance) is responsible for a municipal civil infraction, subject to payment of a civil fine of not less than \$1,000.00 per day for each infraction and not more than \$10,000.00 per day for each infraction, plus costs and other sanctions.
2. Repeat Offenses; Increased Fines. Increased fines may be imposed for repeat offenses. As used in this Section, "repeat offense" means a second (or any subsequent) municipal civil infraction violation of the same requirement or provision of this Article (i) committed by a person within any two year period and (ii) for which the person admits responsibility or is determined to be responsible. The increased fine for a repeat offense under this Article shall be as follows:
 - a. The fine for any offense that is a first repeat offense shall be a minimum of \$1,500.00, plus costs.
 - b. The fine for any offense that is a second repeat offense or any subsequent repeat offense shall be a minimum of \$3,000.00, plus costs.
3. Amount of Fines. Subject to the minimum fine amounts specified in Sections 27-197 (1) and (2), the following factors shall be considered by the court in determining the amount of a municipal civil infraction fine following the issuance of a municipal civil infraction citation for a violation of this Article: the type, nature, severity, frequency, duration, preventability, potential and actual effect, and economic benefit to the

violator (such as delayed or avoided costs or competitive advantage) of a violation; the violator's recalcitrance or efforts to comply; the economic impacts of the fine on the violator; and such other matters as justice may require. A violator shall bear the burden of demonstrating the presence and degree of any mitigating factors to be considered in determining the amount of a fine. However, mitigating factors shall not be considered unless it is determined that the violator has made all good faith efforts to correct and terminate all violations.

4. Authorized Local Official. Notwithstanding any other provision of the City's laws, ordinances and regulations to the contrary, the following persons are designated as the authorized local officials to issue municipal civil infraction citations directing alleged violators to appear in district court for violations of this Article (or, if applicable, to issue municipal civil infraction notices directing alleged violators to appear at a municipal ordinance violations bureau): the City Administrator and the City Administrator's designees, any sworn law enforcement officer, and any other persons so designated by the City.
5. Other Requirements and Procedures. Except as otherwise provided by this Section, the requirements and procedures for commencing municipal civil infraction actions; issuance and service of municipal civil infraction citations; determination and collection of court-ordered fines, costs and expenses; appearances and payment of fines and costs; failure to answer, appear or pay fines; disposition of fines, costs and expenses paid; and other matters regarding municipal civil infractions shall be as set forth in Act No. 236 of the Public Acts of 1961, as amended.

Sec. 27-198. CRIMINAL PENALTIES; IMPRISONMENT

Any person who (1) at the time of a violation knew or should have known that his action was contrary to any provision of this Article, or contrary to any decision or determination promulgated, issued or made by the City under this Article; or (2) intentionally makes a false statement, representation, or certification in any application, form, notice, report, or record required by this Article, or in any other correspondence or communication, written or oral, with the City regarding matters regulated by this Article; or (3) intentionally falsifies, tampers with, or renders inaccurate any report or record required to be maintained by this Article; or (4) commits any other act that is punishable under state law by imprisonment for more than 90 days; shall, upon conviction, be guilty of a misdemeanor punishable by a fine of \$500.00 per violation, per day, or imprisonment for up to 90 days, or both in the discretion of the court.

Sec. 27-199. CONTINUING VIOLATION

Each act of violation, and each day or portion of a day that a violation of this Article exists or occurs, constitutes a separate violation subject to the fines, penalties and other sanctions and remedies as provided by this Article.

Sec. 27-200 JUDICIAL RELIEF

The City Attorney may institute legal proceedings in a court of competent jurisdiction to seek all appropriate relief for violations of this Article. The action may seek temporary or permanent injunctive relief, damages, penalties, costs, and any other relief, at law or equity, that a court may order.

Sec. 27-201 CUMULATIVE REMEDIES

The imposition of a single penalty, fine, or other sanction or remedy upon any person for a violation of this Article shall not preclude (or be a prerequisite for) the imposition by the City or a court of competent jurisdiction of a combination of any or all of those sanctions and remedies or additional sanctions and remedies with respect to the same violation, consistent with applicable limitations on penalty amounts under state or federal laws or regulations. A criminal citation and prosecution of a criminal action against a person shall not be dependent upon and need not be held in abeyance during any civil, judicial, or administrative proceeding, conference, or hearing regarding the person.

Section 2. Severability. Sections of this Article shall be deemed severable and should any section, clause, or provision of this Article be declared to be invalid, the same shall not affect the validity of the Ordinance as a whole or any part thereof other than the part so declared to be invalid.

Section 3. Saving Clause. The amendment or repeal by this Article of any ordinance or ordinance provision shall have no effect upon prosecutions commenced prior to the effective date of this Article or prosecutions based upon actions taken by any person prior to the effective date of this Article. Those prosecutions shall be conducted under the ordinance provisions in effect prior to the effective date of this Article.

Section 4. Conflict. Except as otherwise expressly provided, the provisions of this Article shall control in the event of any inconsistency or conflict between this Article and any other provision of any other Ordinance of the City.

Section 5. Publication. This Article shall be published by publishing a summary of the Ordinance in a newspaper of general circulation in the City of Jackson, including the designation in the publication of the location in the City where a true copy of the Ordinance can be inspected or obtained, as authorized by State law.

Section 6. Effective Date. This Article takes effect thirty (30) days after adoption.

Adopted this 11th day of January, 2011, by the City Council, City of Jackson, Michigan.

On roll call, the vote was:

Yeas: Mayor Dunigan and Councilmembers Howe, Greer, Frounfelker and Polaczyk—5

Nays: Councilmembers Breeding and Gaiser—2 Absent: 0.

By: Lynn Fessel, City Clerk

Certification

I, Lynn Fessel, Clerk of the City of Jackson, Michigan, do hereby certify that the foregoing is a true copy of the ordinance adopted by the City of Jackson City Council at a regular meeting held on January 11, 2011, at 7:00 p.m. at City Hall and that it was published in The Jackson on January 14, 2011.
Citizen Patriot

STORM WATER USER FEE CREDIT MANUAL

CITY OF JACKSON, MICHIGAN

MAY 2, 2011

1.0 Introduction

The Jackson City Council adopted Ordinance No. 2011.02, known as the Storm Water Utility Ordinance, on January 11, 2011. This ordinance provides the City with the authorization to establish and collect storm water user fees calculated proportionate to the necessary cost of providing storm water system management services to the users of the City's storm water system. The City is further authorized by Michigan statutes to construct, reconstruct, improve, and extend the storm water system.

The City of Jackson storm water management program addresses flooding, erosion and water quality problems throughout the City. Managing storm water flows is critical for several reasons:

- Excessive storm water overwhelms storm drainage systems including streams, culverts and storm drain pipes and can cause flooding.
- Storm water erodes the land, damaging roads, bridges and other infrastructure, and increases the amount of pollutants added to local waterways.

The City of Jackson's storm water system is a public system, similar to a water or sanitary wastewater system, which provides a public benefit and is maintained by the City.

2.0 What is a Storm Water User Fee?

When subdivisions, roads and commercial developments are built or improved in the City of Jackson the City must pay for managing the resulting storm runoff. The City must install catch basins to capture storm water and storm sewers to convey the storm water to streams or rivers, ensuring it does not drain into the sanitary wastewater system and create sewer overflows. Furthermore the City must maintain the entire storm water collection system. In the past the City performed this work without a dedicated revenue source. The City used money from the general fund or the road budget, thus taking funds away from other critical programs. The storm water system is an expensive piece of the City's municipal infrastructure. The City's water and sanitary wastewater systems each have their own dedicated revenue sources derived from water and sanitary wastewater user fees. Water and sanitary wastewater users pay user fees that are partially calculated based on water consumption. However, this has not been the case with storm water management, which has had no user fees attached to it. Municipalities across the country are changing this. They now view their storm water systems as utilities similar to their water and sanitary wastewater systems. They are developing storm water user fee structures to pay for storm water planning, administration, construction and operation and maintenance.

The sole funding source for the implementation and administration of the storm water utility is the storm water user fee which is a fee charged to properties located within the City of Jackson. This fee is proportional to the storm water leaving each property and the impervious and pervious surface areas of each property are used to estimate the amount of stormwater leaving each property. The impervious area, in square feet, is multiplied by a factor of 0.95 and the pervious area by a factor of 0.15. The sum of these calculations is defined as the Equivalent Hydraulic Area (EHA) of the property.

Based on the impervious and pervious area measurements of a sample of properties, the EHA of a typical detached single family residential property in the City of Jackson has been determined to be 2,125 square feet and has an associated fee that is established by resolution by the City of Jackson. This is defined as one

EHA unit.

Detached single family homes (up to and including four units) pay a flat storm water user fee based on the fee charged to a property having one EHA unit.

For all other non-residential properties their impervious and pervious areas are individually measured and their individual EHA units are calculated. These properties are billed individually calculated storm water user fees based on their EHA units. These properties are billed based on an associated fee that is established by resolution by the City of Jackson. The number of EHA units assigned to a property will remain constant unless physical changes are made that alter the calculation of the number of EHAs assigned to that property. These non-residential properties are billed a minimum storm water user fee equivalent to the lowest category flat storm water user fee charged to detached single family homes regardless of any credits that may be applicable to them.

3.0 What is a Storm Water User Fee Credit?

All property types are eligible for a reduction in their storm water user fees through storm water user fee credits.

The storm water fee user fee credit is a conditional reduction in the storm water user fee if a property owner voluntarily takes measures to reduce the storm water rate or volume flowing from the property to the City of Jackson's storm water system. The credit can be obtained through:

- Installation and continuing use, operation, and maintenance of an approved physical storm water best management practice (BMP) that the City of Jackson does not own, maintain, or operate.
- BMP activities that reduce or alleviate the City of Jackson's cost of providing the City's storm water management program.

This Storm Water User Fee Credit Manual details the policies and procedures applicable to the storm water user fee credit program.

4.0 Credit Policies

4.1 General Policies

- a) Credit is given to eligible customers only. An eligible customer shall be the legal owner of a property which has the primary legal responsibility for operation and maintenance of a qualifying storm water BMP located on the same property.
- b) Multiple credits can be given to eligible properties by adding approved credit percentages. The total credit given to any property cannot exceed 50% of the storm water user fee for that property. The minimum storm water user fee for individually measured non-residential properties, regardless of credits, is the storm water user fee equivalent to the lowest category flat storm water user fee charged to detached single family homes.
- c) It is the responsibility of the storm water customer to apply for storm water user fee credits, and to provide the necessary information with the credit application, as described herein. Questions relating to credits and credit applications should be directed to the Administrator. City staff is not responsible for initiating, performing engineering calculations, or otherwise assisting with the preparation of credit applications. Any engineering calculations, drawings and inspection reports required by the credit application must be prepared and stamped by a professional engineer licensed in the State of Michigan for this area of expertise. This application shall include a recent inspection report by an engineer certifying that the system is properly designed and is being maintained.

- d) Credit applications will only be reviewed if they are filled-out completely. If the credit application is not administratively complete or been approved, the credit applicant will receive notice either by email (if provided) or by U.S. mail.
- e) Any approved credit application received within one (1) year from when the applicant received their initial storm water user fee bill will apply retroactively to the date of the initial user fee bill. After July 1, 2012, if credit applications are approved at least thirty (30) days before an applicant's next regularly scheduled bill, the credit will appear on the next bill.
- f) Applications for a storm water user fee credit for new construction may be submitted after the storm water BMP is in place.
- g) The City will, at its discretion, undertake periodic visual inspections of the storm water BMPs being utilized to obtain a credit. Consequently, an access easement must be granted to the City for credits to be approved. If the storm water BMP is found to be functional and being properly maintained, the credit will remain in effect. If the BMP facility is not functional or is not being adequately maintained, the credit will be voided on subsequent billing cycles. The Administrator may revoke a credit at any time for non-compliance by providing thirty (30) days written notice of a non-complying condition and intent to revoke the credit to the property owner. If the non-compliance is not cured within the thirty (30) day period, the Administrator shall eliminate the credit. Before a credit is re-instated, the property owner will have to reapply for the credit.
- h) Properties that have been issued storm water credits will be required to submit compliance statements every three (3) years from the date of credit approval. This statement can be filled out and signed by the property owner or the owner's designee. The Administrator may revoke a credit for failure to submit this compliance statement by providing thirty (30) days written notice of a non-complying condition and intent to revoke the credit to the property owner. If the non-compliance is not cured within the thirty (30) day period, the Administrator shall eliminate the credit. Before a credit is re-instated, the property owner will have to reapply for the credit.
- j) Storm water user fee credits are available for:
 - a. Residential Property: Flat Rate 25%
 - b. Non-Residential Storm Water Quantity: 25 to 50%
 - c. Education: 25%

Each practice is described in more detail below.

4.2 Credit Descriptions

4.2A Residential Property Credit: Flat Reduction of 25%

A Residential Flat Rate Water Quantity Reduction Credit of 25% is available to owners of a property that contains a detached single family home or up to four units. The applicant must show that a City of Jackson-approved storm water BMP has been effectively implemented on the property. City of Jackson approved residential property storm water BMPs include:

- Rain Gardens
- On-site Storm Water Storage
- Vegetated Filter Strips

4.2A1 Rain Gardens: Rain gardens are landscaped areas built in a depression that are designed to capture and filter storm water runoff from a roof or other impervious surface. The plants and soil of the rain garden

provide an easy, natural way of reducing the amount of storm water runoff from individual residential properties. To obtain the Residential Property Credit, the rain garden must meet the following criteria:

- At least 25% of a property's roof area or an equivalent impervious surface area on the property must drain to the rain garden.
- Storm water overflows from the rain garden must be directed to appropriate outlets to the storm water system and away from neighboring properties, sidewalks, steep slopes, or retaining walls.
- The rain garden must be sized and constructed in accordance with the City of Jackson Storm Water Management Manual.

Maintenance Guidelines – Rain Gardens

- Maintenance guidelines for rain gardens can be found in the City of Jackson Storm Water Management Manual.

4.2A2 On-site Storm Water Storage: On-site residential storm water storage structures can include rain barrels, cisterns or other storage devices. These structures collect and capture storm water from roofs that would otherwise be drained directly to the storm water system or streams. On-site storm water storage structures can be used to water plants, trees, or lawns during dryer periods. To obtain the Residential Property Credit the following criteria must be met:

- 75% of the property's roof area is properly connected to rain barrels or other approved storage devices that provide at least 50 gallons of storage per downspout, or storage devices must be sized to hold the runoff from 50% of the property's roof area during a 1-inch rainfall event.
- The minimum amount of on site water storage required must be completely drained in no less than 24 hours, and no longer than 4 days, after each rainfall event. Longer drainage periods may be acceptable if the storage device is larger than the minimum required storage.
- Storm water overflows from on site storm water storage or the draining of on-site storage devices must be directed to appropriate outlets to the storm drainage system or to vegetated areas, and away from neighboring properties, sidewalks, steep slopes, or retaining walls.
- On-site storm water storage must be completed in such a way that does not provide mosquito breeding grounds, such as making sure rain barrels are covered with a lid or screen that prevents mosquitoes from entering the storage structure.
- Storm water from the onsite storm water storage structures must be applied to on-site vegetation and should not discharge from the property. Longer drainage periods may be acceptable if the storage structure is larger than the minimum size required for credit.
- All on-site storm water storage structures must meet the requirements of the City of Jackson Storm Water Management Manual.

Rain Barrel: A rain barrel is composed of a 30 gallon, minimum volume, barrel or drum, a spigot, a vinyl hose, downspout diverter, and an overflow mechanism. A screen opening or downspout diverter can be used to keep debris and insects out. Overflow mechanisms allow the storm water to either be diverted to the storm water system or landscaping features when the barrel is full. These overflow mechanisms may include diverters that allow water to flow back into the downspout or flexible pipe that allows overflows to be diverted to landscaped areas.

Saving water not only helps protect the environment it saves money and energy because of the decreased demand for treated tap water.

Rain barrels can be purchased from the Jackson County Conservation District
211 West Ganson Street
Suite 200
Phone 784-2800
<http://www.jacksoncd.org/wp-content/uploads/2009/09/rain-barrels1.pdf>.

Cistern: Cisterns are similar to rain barrels in function but hold larger quantities of water. They can be installed underground, at ground level, or elevated depending on the site and space constraints of the property. A cistern should be constructed out of reinforced concrete, galvanized steel, or plastic, and should have a smooth interior surfaces, be watertight, have enclosed lids and be sized according to the installation standards below to manage the proper amount of runoff.

Installation Standards: To obtain a Residential Property Credit for on-site storm water storage the following standards and requirements must be met:

- 75% of the property's roof area is properly connected to rain barrels or other approved storage devices that provide at least 50 gallons of storage per downspout, OR
- Storage structures must be sized to hold the runoff from at least 50% of the property's roof area during a 1-inch rainfall event.

$$V = \frac{1}{2} \times A \times 0.6225 \text{ gallons/feet}^2$$

Where:

V = volume of storage structure in gallons

A = surface area of roof in square feet

0.6225 = conversion factor (gallons per cubic foot per inch of rain)

Example

A 500 gallon cistern would provide runoff storage from a 1,600 square foot rooftop for a 1 inch rainfall.

A = 1,600 square feet

$\frac{1}{2} \times 1,600 \times 0.6225 = 498$ gallons

Maintenance Guidelines – Rain Barrel or Cistern

- Clean your gutters regularly to reduce debris.
- Clear off any screens as necessary.
- Periodically check any hoses associated with the storage structure to clear any debris.
- To winterize, disconnect the downspout and return the downspout to its original configuration. Remove the hoses, mesh screen and store them. Make sure to drain the container, to prevent it from freezing and cracking. If possible, store it upside down, so no water or materials will be able to enter.
- For cisterns, leave the outflow spigot fully open during frost/freezing periods and unhook the drain hose about twice a year to clean out any compacted sediment.

4.2A3 Vegetated Filter Strips: Vegetated filter strips are uniform strips of dense turf, meadow grasses, trees or other vegetation with a maximum slope to treat the water quality of small sheet flows from

impervious surfaces. In certain circumstances a large lawn may meet the criteria for a vegetated filter strip. To obtain the Residential Property Credit the following criteria must be met:

- 50% of the property's roof area drains to the vegetated filter strip.
- Runoff from downspouts must be dispersed using splash block prior to reaching filter strip.
- The slope of a vegetated filter strip must be less than 5%.
- Filter strips must be fully vegetated and vegetation must be kept healthy.
- Vegetated filter strips must have a minimum length of 50 feet.

Maintenance Guidelines – Vegetated Filter Strips

- Maintain healthy vegetation along the filter strip. If planted with grass, the height should be at least 3 inches.
- If erosion occurs causing rills and gullies, repair and stabilize.
- Check splash blocks twice a year and make sure they are not broken or deteriorating. Replace as needed.

4.2A4 Maintenance Requirements: Storm water BMPs installed on a property must be maintained to ensure their continued function. The applicant has the legal responsibility to maintain the storm water BMP. The recertification process will require documentation that the storm water BMP is continuing to function as originally intended.

4.2A5 Restrictions:

- The Residential Property Credit applies only to the applicant.
- Credits do not transfer if ownership changes. A new application must be submitted for new owners to continue receiving the Residential Property Credit.
- Residential storm water BMPs cannot be combined on a property for a credit larger than 25%.
- The storm water BMPs must comply with the requirements of the City of Jackson Storm Water Management Manual.
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4.2A6 Application and Documentation:

To receive the Residential Property Credit, the applicant must submit the documentation listed below. A complete application must be submitted for the City of Jackson to begin the review process.

- General Application (Appendix A).
- Residential Property Credit Application (Appendix B).

4.2A7 Recertification:

The Residential Property Credit is valid for five (5) years. The applicant must submit the recertification application every five years to continue to receive credits towards their storm water user fee.

Failure to submit recertification information by the required deadline will result in elimination of the credit.

4.2B Non-Residential Storm Water Quantity Credit

A Storm Water Quantity Credit is available for non-residential applicants who implement storm water BMPs designed to control storm water peak flows from to properties whose peak storm water runoff rate is restricted and/or controlled through on-site structural control facilities such as detention and retention ponds designed, constructed, and maintained according to the City of Jackson Storm Water Management

Manual. This will reduce the burden on storm water infrastructure, including streams, storm sewers, combined sewers and other receiving waters, and can reduce flooding frequency and magnitude.

4.2B1 Non-Residential Storm Water Quantity Credit Amounts

The City of Jackson will provide up to a 50% credit for surfaces that drain through a storm water BMP that controls the peak discharge rates at which flow of post-development peak runoff is released with respect to the pre-development peak flow:

- Post-development is equal to or less than pre-development peak flow for the 1-year storm flow design: Credit Amount 25%.
- Post-development is equal to or less than pre-development peak flow for the 2, 10, and 25-year storm flow design: Credit Amount 35%.
- Post-development is equal to or less than pre-development peak flow for the 2, 10, 25, 50, 100 year storm flow design: Credit Amount 45%.
- Post-development is equal to or less than pre-development peak flow for the 2, 10, 25, 50, 100 year storm flow design: Storm water facilities that provide 20% more storage volume than required for the 100-year design storm. This does not include required freeboard above the emergency spillway. Credit Amount 50%.

4.2B2 Application and Documentation:

To receive the Non-Residential Storm Water Quantity Credit, the applicant must submit the documentation listed below. A complete application must be submitted for the City of Jackson to begin the review process.

- General Application (Appendix A).
- Non-Residential Storm Water Quantity Credit Application (Appendix C).

4.2B3 Recertification:

The Non-Residential Storm Water Quantity Credit is valid for three (3) years. The applicant must submit the recertification application every three years to continue to receive credits towards their storm water user fee.

Failure to submit recertification information by the required deadline will result in elimination of the credit.

4.2C Education Credit

The education credit of 25% is available to schools recognized by the State of Michigan that provide to its students a regular and continuing program of education concentrating on stewardship of our water resources and minimization of demand on the City of Jackson's storm water system. This education must be provided annually to at least 25% of the grade levels across the school or school district. An individual school may apply for the credit, or a school district may apply on behalf of all its schools. The rationale behind this credit is that the information provided by the school will translate into appreciation and stewardship of local water resources and thereby reduce negative impacts (such as pollutant impacts) on local streams, ponds and lakes that can result from uninformed citizens.

4.2C1 Education Credit Requirements:

The Education Credit is available to elementary, middle and high schools (both public and private) located in the City of Jackson. Suggested education topics include:

- The natural water cycle as well as the urban water cycle, including water and wastewater treatment.
- The watershed concept, stream formation, and causes of erosion and flooding.

- Effects of storm water and surface water pollution on Michigan rivers, streams, and the Great Lakes.
 - Storm water runoff pollution prevention.
 - Water conservation and its relevance in water-rich Michigan.
 - Watershed management, topography and the geologic history of Michigan.
 - The function and ecosystem services provided by streams, wetlands, and floodplains for flood control and erosion control.
1. Approval of the Education Credit application will result in a 25% credit to the assessed storm water user fee. The Education Credit will be applied only to the school property(s) where the curriculum is taught. Approved Education Credits can be applied in addition to any other approved credits
 2. Schools that are interested in obtaining the Education Credit must submit a completed application form to the Administrator. The form will require a description of the educational program, list of educational tools used, estimated number of students that will/have receive the education, the length of the educational program and the schedule for providing refresher teacher training courses.

4.2C2 Restrictions:

- Separate non-educational properties owned by the school or school district, such as administrative, transportation or maintenance facilities are not eligible for the Education Credit, but may apply for any Storm Water Quantity Credit.
- Education Credits may be taken in combination with other Storm Water Quantity Credit.

4.2C3 Application and Documentation:

To receive the Education Credit, applicants must submit the documentation listed below:

- General Application (Appendix A).
- Education Credit Application (Appendix D).
- Description of educational program, curricula or program materials. This should be 3 pages in length, maximum.
- Grade levels using the curricula (must be at least 25% of all grades at school or school district).
- Estimated number of students reached each school year.

4.2C4 Recertification:

The Education Credit is valid for five (5) years. The school must submit recertification information every five years to continue to receive the credit.

- The applicant must use the recertification application provided by the City of Jackson.
- Failure to submit the required documentation by June 30th of the fifth year will result in elimination of the credit.

4.2C5 Examples:

- The North School District has implemented three different curricula that have been integrated across all the school district's 3rd, 7th, and 9th grades. The school district can apply for a 25% Education Credit for providing this curriculum for 25% of the school district's grade levels. The credit would apply to all school buildings in the district that are used for educational purposes.
- St. Catherine's High School, is a private 4-year high school that has integrated a clean water

program into the 9th grade curriculum that is taught to all 9th graders. The school can apply for a 25% Education Credit for providing this curriculum to 25% of the grade levels. The school also has a storm water detention pond on the school's property, designed to the City of Jackson's detention pond standards, to manage the storm water runoff from the school parking lot. The school can also apply for a Non-Residential Storm Water Quantity Credit for the impervious surface that drains to the storm water detention pond as long as it provides the required documentation. However, the maximum storm water user fee credit is limited to 50% of the school's storm water user fee for the high school property. Regardless of the applicable storm water user fee credits, the school's storm water user fee cannot fall below the equivalent storm water user fee of the lowest category flat storm water user fee charged to a detached single family home.

5.0 General Credit Application Procedures

Applications must be submitted with all required documentation to the City of Jackson as described on each application.

When an application is received, the Administrator will conduct an administrative completeness review of all submitted materials. If the application is not complete, the applicant will be contacted and requested to provide any additional information necessary to complete the application.

Following the receipt of a complete application, the Administrator will provide a complete review and the applicant will be notified in writing when an application is approved or denied.

If a credit application is approved at least thirty (30) days before an applicant's next regularly scheduled bill, the credit will be applied to that upcoming bill, otherwise, the credit will appear on the next bill.

In cases of denial, the reasons for denial will be included.

The Administrator's determination to grant, deny, or revoke storm water user fee credits may be appealed in accordance with the City of Jackson Storm Water Utility Ordinance, Ordinance Number 2011.02, as amended.

6.0 Glossary

The following definitions shall apply in the use of this Storm Water User Fee Credit Manual. All definitions used in the City of Jackson, Michigan Storm Water Utility Ordinance, Ordinance No. 2011.02, as amended, are applicable as well to this Storm Water User Fee Credit Manual. Words used in the singular shall include the plural, and the plural, the singular; words used in the present tense shall include the future tense. The word "shall" is mandatory and not discretionary. The word "may" is permissive. Words not defined herein shall be construed to have the meaning given by common and ordinary use as defined in the latest edition of Webster's Dictionary.

Administrator is the City Engineer or such other person as the City Manager may designate.

Appeal is the process of filing a dispute with the user fee determination, adjustment or credit as recognized by the City.

Applicant is any person, or a duly designated representative applying for a storm water user fee credit, storm water discharge permit or storm water connection.

Best Management Practices, or BMPs shall mean a schedule of activities, prohibitions of practices,

maintenance procedures, and other management practices to prevent or reduce the discharge of pollutants to the waters of the State.

City shall mean the City of Jackson, Michigan and its authorized agents.

Council shall mean the City Council of the City of Jackson, Michigan.

Credit shall mean a conditional reduction in the amount of a storm water user fee charge to a property based on the provision and continuing presence of, use, operation, and maintenance of practices that the City of Jackson does not own, maintain or operate; or based on the continuing provision of activities that may reasonably reduce or mitigate the City's cost of providing for the City's storm water management program.

Customer shall mean the owner of any property that is receiving a storm water utility service from the City of Jackson, Michigan.

Detention shall mean the prevention of, or to prevent, the discharge, directly or indirectly, of a given volume of storm water runoff into the storm water system by providing temporary on-site storage.

Discharge shall mean the flow of water from a project, site, aquifer, drainage basin, or other drainage facility.

Easement shall mean a grant by a property owner for a specified use of all or a specified portion of land to a person or the public at large.

Erosion shall mean the wearing or washing away of soil by the action of water.

Equivalent Hydraulic Area (EHA) of a property shall mean the sum of the impervious surface area of the property multiplied by a factor of 0.95 plus the pervious surface area multiplied by a factor of 0.15.

Equivalent Hydraulic Area Unit (EHA Unit) shall mean the EHA of a typical detached single family residential property in the City of Jackson determined by an engineering analysis to be 2,125 square feet. The EHA Unit may be modified from time to time, if necessary, based on future engineering analyses. Detached single family homes (up to and including four units) pay a flat storm water user fee based on the fee charged to a property having one EHA unit.

Freeboard shall mean the space from the top of an embankment to the highest water elevation expected for the largest design storm stored. The space is often required as a safety margin in a pond or detention basin.

Frequency Year Storm shall mean a rainfall event expressed as an exceedance probability with a specified chance of being equaled or exceeded in any given year, as follows:

- One Year.....100 percent
- Two Year..... 50 percent
- Ten Year.....10 percent
- Twenty-Five Year.... 4 percent
- Fifty Year..... 2 percent
- One-Hundred Year... 1 percent

Impervious area or surface shall mean any surface that is compacted or covered with material that resists or impedes permeation by water, including but not limited to, most conventionally graded streets, rooftops,

parking lots, sidewalks, patios and driveways, and any other oiled, graveled, graded, or compacted surfaces.

MDNRE shall mean the Michigan Department of Natural Resources and Environment (formerly known as the Michigan Department of Environmental Quality)

Operation and Maintenance shall mean any component of a storm water system requiring expenditure for materials, labor, utilities and other items for the management and uninterrupted operation of the storm water system in a manner for which the storm water system was designed and constructed.

Operation and Maintenance Costs shall mean all costs, direct and indirect, of operation and maintenance of a storm water system.

Owner shall mean any person, firm, partnership, association, joint venture, corporation or other entity or combination of entities who alone, jointly, or severally with others hold(s) legal or equitable title to any real property. The term "owner" shall also include heirs, successors, and assigns.

Parcel shall mean a tract, or contiguous tracts, of land in the possession of, owned by, or recorded as property of the same claimant person.

Person shall mean any individual, association, organization, partnership, firm, public or private corporation or public agency.

Pervious area or surface is all land area that is not impervious.

Professional Engineer shall mean a professional engineer who is licensed by the State of Michigan and skilled in the practice of civil engineering and the engineer of record for the project under consideration.

Property shall mean any land within the boundary of the city of Jackson, both publicly and privately owned, including public and private rights of way.

Retention shall mean the prevention of, or to prevent, the discharge, directly or indirectly, of any storm water volume into the storm water system.

Storm event shall mean a storm of specific duration, intensity, and frequency.

Storm water means storm water runoff, snowmelt runoff, footing drain discharges, surface runoff and drainage.

Storm water design standards shall mean those standards included within the City's Storm Water Management Manual, and such other standards that may be adopted by the City from time to time.

Storm water management shall mean one or more of the following:

- The quantitative control achieved by the storm water system of the increased volume and rate of surface runoff caused by alterations to the land.
- The qualitative control achieved by the storm water system, pollution prevention activities, and ordinances to reduce, eliminate or treat pollutants that might otherwise be carried by storm water.
- Public education, information, and outreach programs designed to educate and inform the public on the potential impacts of storm water.

Storm water management plan shall mean the written documents and plans that contain the following elements which shall be used to guide the storm water management program:

- September, 2010 City of Jackson, Michigan Storm Water Utility Feasibility Study prepared by Tetra Tech.
- December, 2003 Upper Grand River Watershed Management Plan prepared by Tetra Tech and the June 2006 Update.
- Geographic limits of the City of Jackson.
- Storm water management services to be provided.
- The planning period covered by the storm water management plan.
- Projected operation and maintenance and capital expenses for each year of the storm water management plan planning period including steps taken to reduce expenses.
- Documentation of an analysis undertaken to evaluate the comparative cost-effectiveness of storm water management alternatives.
- Projected impervious and pervious areas of each class of property.
- The method of calculating any storm water user fees and storm water development charges, if used, proportionate to the necessary cost of providing the necessary level of service of storm water management services.
- The process and method by which the City of Jackson will determine which properties will be subject to any storm water user fee for use of the storm water system owned and operated by the City of Jackson.
- A description of the components of the storm water system owned and operated by the City of Jackson.
- A description of how credits to reduce storm water user fees will be applied and calculated.

Storm water management program shall mean one or more aspects of storm water management undertaken for the purpose of complying with applicable federal and state law and regulation or the protection of the public health, safety, and welfare related to storm water runoff.

Storm water runoff shall mean flow on the surface of the ground, resulting from precipitation and snowmelt that does not infiltrate into the soil, including material dissolved or suspended in it.

Storm water system shall mean the roads, streets, catch basins, curbs, gutters, ditches, storm sewers and appurtenant features, lakes, ponds, channels, swales, storm drains, canals, creeks, catch basins, streams, gulches, gullies, flumes, culverts, siphons, retention or detention basins, dams, floodwalls, levees, pumping stations, and other like facilities, and natural watercourses and features located within the geographic limits of the City which are designed or used for collecting, storing, treating or conveying storm water or through which storm water is collected, stored, treated or conveyed, or any other physical means by which storm water management is achieved.

Storm water user fee shall mean the fee charged to properties within the City of Jackson calculated proportionate to the necessary cost of providing storm water system management services to the users of the

City's storm water system.

Structure shall mean anything constructed or installed with a fixed location on or in the ground.

Surface Waters shall mean any receiving waters existing on the surface of the ground, including but not limited to; brooks, streams, rivers, wetlands, ponds, or lakes.

Undeveloped shall mean the condition of a property unaltered by construction or the addition of impervious surface.

User shall mean a firm, person or property that directly or indirectly contributes storm water to the storm water system.

Water quality shall mean those characteristics that relate to the physical, chemical, biological or radiological integrity of water.

Water quantity shall mean those characteristics that relate to the rate and volume of the storm water runoff to downstream areas.

Watershed shall mean an extent of land where storm water runoff drains downhill into a body of water, such as a river, lake, reservoir, estuary, or wetland. The watershed includes both the streams and rivers that convey the water as well as the land surfaces from which water drains into those channels, and is separated from adjacent watersheds by a topographic divide.

APPENDIX A
General Application

CITY OF JACKSON, MICHIGAN
STORM WATER USER FEE CREDIT
GENERAL APPLICATION

1. Applicant Name:
2. Contact Name (if different than applicant):
3. Parcel Identification Number (if known):
4. Water/Sewer/Storm Water Account Number (if known):
5. Property Address: Street Number: Zip code:
6. Mailing Address (if different than property address): Street Number: City: Zip code:
7. Phone Number:
8. FAX Number:
9. Email Address:
10. Credits Applying For: <input type="checkbox"/> Residential Property Credit (25% Flat Rate) <input type="checkbox"/> Storm Water Quantity Credit (25 to 50%) <input type="checkbox"/> Education Credit (25% - Schools Only)
11. Applicant/Contact Signature: <i>I hereby request that the City of Jackson review this application for a storm water user fee credit. I further authorize City staff to inspect the property identified in this application, if necessary, for the purpose of assessment for a possible credit. I certify that I have authority to make such a request and grant such authority for this property. The attached information is true and correct to the best of my knowledge and belief. I agree to provide corrected information to the City of Jackson should there be any change in the information provided herein.</i> Applicant Signature: _____ Applicant Name: _____ Title: _____ Date: _____

Email form to: Stormwater@cityofjackson.org OR

Mail to: City of Jackson, Public Works – Storm Water, 521 Water Street, Jackson, MI 49203
OR FAX to: 517-788-4639

For Questions Regarding the Credit Application, Contact: Phone: 517-788-4082 (Main line for calls)

APPENDIX B

**Storm Water User Fee
Residential Property Credit Application**

CITY OF JACKSON, MICHIGAN
STORM WATER USER FEE
RESIDENTIAL PROPERTY CREDIT APPLICATION

1. Applicant Name:
2. Credit Applying For: <ul style="list-style-type: none">○ Rain Garden<ul style="list-style-type: none">○ # of downspouts draining to rain garden _____ (if applicable)○ Jackson Storm Water Management Manual worksheet, attached.○ On-Site Storm Water Storage:<ul style="list-style-type: none">○ Rain Barrels○ Cistern# of downspouts draining to on-site storage _____Volume of on-site storage _____ gallons○ For cistern, calculations from Jackson Storm Water Management Manual worksheet, attached.○ Vegetated Filter Strips<ul style="list-style-type: none"># of downspouts draining to vegetated filter strip _____Slope of yard _____%Length of vegetated strip _____ feet
3. Photograph or sketch of Rain Garden, Rain Barrels, Cistern or Vegetated Filter Strip as installed is attached.

APPENDIX C

**Storm Water User Fee
Non-Residential Quantity Credit Application**

CITY OF JACKSON, MICHIGAN
 STORM WATER USER FEE
 NON-RESIDENTIAL QUANTITY CREDIT APPLICATION

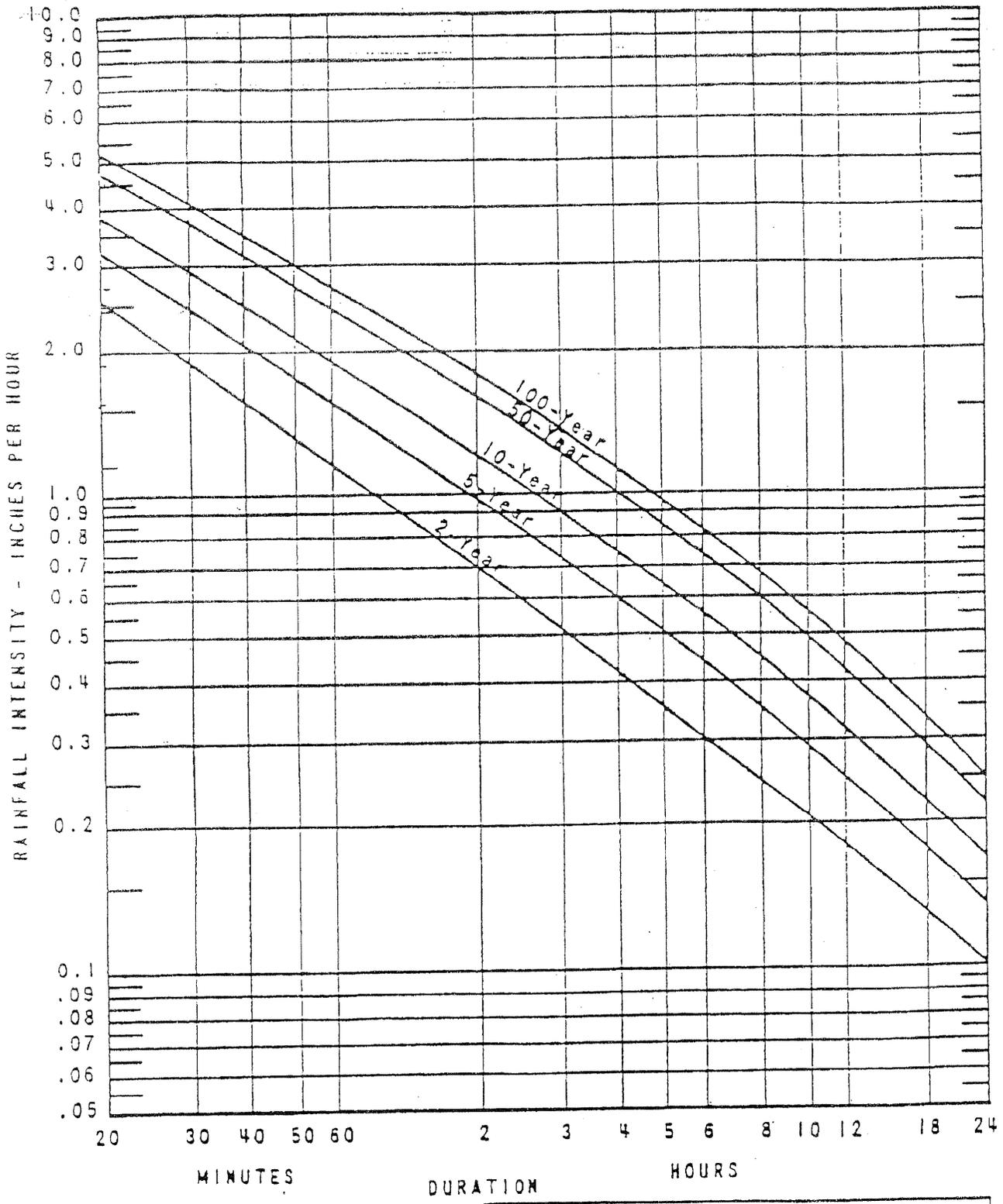
1. Applicant Name: _____
2. Storm Water Structure Description: _____
3. Credit Applying for: <ul style="list-style-type: none"> <input type="radio"/> Post-development is equal to or less than pre-development peak flow for the 1-year storm flow design; Credit Amount 25%. <input type="radio"/> Post-development is equal to or less than pre-development peak flow for the 2, 10, and 25-year storm flow design; Credit Amount 35%. <input type="radio"/> Post-development is equal to or less than pre-development peak flow for the 2, 10, 25, 50, 100 year storm flow design; Credit Amount 45%. <input type="radio"/> Post-development is equal to or less than pre-development peak flow for the 2, 10, 25, 50, 100 year storm flow design; Storm water facilities that provide 20% more storage volume than required for the 100-year design storm. This does not include required freeboard above the emergency spillway. Credit Amount 50%.
4. Required Documents Attached: <ul style="list-style-type: none"> _____ Submitted topographic map(s) or site plan(s) showing project location, scale, contours, north arrow, impervious and pervious areas and constructed storm water system(s) including the components for which a credit is requested. _____ Drainage area map, including off-site areas draining through components for which a credit is requested. _____ Size, location and labeling of all storm water structures. _____ Construction details of storm water components. _____ Final recorded document (deed description or plat) dedicating storm drainage and access easements (if applicable). _____ Inspection and Operation, Maintenance and Repair Plan _____ Legal agreement(s) for operation and maintenance for applications that include multiple account holders (if necessary). _____ A recent inspection report (less than one year from application date) by an engineer or landscape architect certifying that the system is properly designed and is being maintained. _____ Calculations using industry-standard hydrologic/hydraulic software for pre-and post-development conditions, including input and output data.
5. Signature: <i>I hereby certify that to the best of my knowledge the storm water system for which a storm water user fee quantity credit is requested has been constructed in a manner to potentially meet one or more of the storm water user fee quantity credit criteria, is operating as designed and is being properly maintained. I further certify that to the best of my knowledge the calculations, technical details and information provided accurately reflect the condition of this storm water system at the time of my inspection.</i>
Engineer, Architect or Landscape Architect Signature: _____ Name: _____ Michigan License Number: _____ Company: _____ Address: _____ Company Phone: _____ Company FAX: _____ Date: _____

APPENDIX D

**Storm Water User Fee
Education Credit Application**

CITY OF JACKSON, MICHIGAN
STORM WATER USER FEE
EDUCATION CREDIT APPLICATION

1. School or School District Name:
2. List Schools That Apply:
3. Program Information: <ul style="list-style-type: none">o Grade Levels Offered at School/School District: _____o Grade Levels Using Curriculum: _____o Estimated Number of Students Reached Each Year: _____
4. Description of educational program, curricula and/or program materials attached.
5. Proof of coursework:
6. Principal Signature: <i>I hereby certify that to the best of my knowledge the storm water education program for which a storm water user fee education credit is requested meets the storm water user fee education</i> Principal Signature: _____ Name: _____ School: _____ Address: _____ Phone: _____ FAX: _____ Date: _____



Data taken from U.S. Weather Bureau T.P. No. 20 - Rainfall-Frequency Regime - Part 5 - Great Lakes Region - 1960

GRAND RIVER BASIN, MICHIGAN
 RAINFALL
 INTENSITY-DURATION-FREQUENCY
 JACKSON 1905-1957
 U.S. ARMY ENGINEER DISTRICT, DETROIT

ORDINANCE 2011, 12

An Ordinance to amend Section 27-188 of Article VI, Chapter 27 of the City of Jackson Code of Ordinances to increase the amount of credits available to property owners who voluntarily decrease their contributions to storm flows to the storm water system

THE PEOPLE OF THE CITY OF JACKSON ORDAIN:

Section 1. That Section 27-188 of Article VI, Chapter 27 of the City of Jackson Code of Ordinances be amended to read as follows:

Sec. 27-188. CREDITS.

1. The purpose of this section is to provide for each owner's voluntary control over contributions of storm flows to the storm water system and the related storm water user fees and to advance protection of the public health, safety, and welfare.
2. The City shall offer credits that will enable any owner, through voluntary action, to reduce the storm water user fees calculated for that owner's property and will provide a meaningful reduction in the cost of service to the storm water system, or that shall be reasonably related to a benefit to the storm water system:
 - a. Credits will only be applied if certain requirements are met, including, but not limited to: completion of on-going maintenance, guaranteed right-of-entry for inspections, and submittal of certification reports.
 - b. Credits will be defined as percent (%) reductions applied to the storm water user fee calculation.
 - c. Credits are additive for each credit category. The maximum credit shall not exceed ~~50~~75 % of the storm water user fee calculation.
 - d. As long as the storm water facilities or management practices are functioning as approved, the credit will be applied to the storm water user fee. If the approved practice is not functioning as approved or is terminated, the credit will be cancelled and the storm water user fee will return to the baseline calculation. Once the credit has been cancelled, an owner may not reapply for a credit for a period of 12 months and only then if the deficiency has been corrected, as determined by City inspection.
 - e. Credits will be applied to the next complete billing cycle after the application has been approved.
3. The Administrator shall define a method for applying and granting credits, as well as criteria for determining the credits an owner may receive. The Administrator may establish credits for one or more of the following owner actions:
 - Residential Property: Flat Rate ~~25~~50%

- Storm Water Quantity (non-residential): ~~25-37.5~~ to ~~50~~75%
- Education: 25%
- Direct Discharge: Maximum of 75%.

Section 2. Effective Date. This Ordinance takes effect thirty (30) days after adoption.

Jackson, Michigan, Code of Ordinances >> **PART I - CHARTER OF THE CITY OF JACKSON, MICHIGAN >> ARTICLE XVII. - PUBLIC UTILITIES >>**

ARTICLE XVII. - PUBLIC UTILITIES

Section 17.1. - Power Reserved by City.

Section 17.2. - Furnishing Utilities Outside Corporate Limits.

Section 17.3. - Acquisition of Public Utilities.

Section 17.4. - Utility Rates.

Section 17.5. - Utility Charges Collection.

Section 17.6. - Disposal of Utility Plants and Property.

Section 17.7. - Utility Accounts.

Section 17.1. - Power Reserved by City.

The city shall possess and reserves to itself all the powers granted to cities by the constitution and general laws of the state to acquire, construct, own, operate, improve, enlarge, extend, repair, and maintain a sewer utility, a water utility, and any other public utility deemed necessary for its inhabitants, and to require connection of private property within the city to such utility systems.

Section 17.2. - Furnishing Utilities Outside Corporate Limits.

Public utilities and services may be furnished by the city to properties and users outside the corporate limits of the city to the extent allowed by law.

Section 17.3. - Acquisition of Public Utilities.

The city shall not acquire a public utility furnishing heat, light, or power unless the proposition to acquire the utility shall have first received an affirmative vote of three-fifths of the electors of the city voting thereon at any regular or special election. The question of raising the money required for such purpose by borrowing and issuing bonds of the city may be submitted at the same time, either as an independent question or as part of the same question.

Section 17.4. - Utility Rates.

The council shall establish, by resolution, rates which from time to time may be revised by resolution to ensure sufficient revenue to enable it to supply the inhabitants of the city, and others, with utility services the city may provide.

Section 17.5. - Utility Charges Collection.

The council shall provide by ordinance or resolution for the collection of all public utility charges made by the city. When any person or persons shall fail or refuse to pay the city any sums due on utility bills, the utility service or services upon which such delinquency exists may be shut off or discontinued, and suit may be instituted by the city for collection in any court of competent jurisdiction. The city shall have as security for the collection of utility rates for services furnished any person, firm or corporation a lien upon the real property which is supplied by the utility. The lien shall become effective immediately upon the supplying of the utility service, and may be enforced as provided by law.

Section 17.6. - Disposal of Utility Plants and Property.

Unless approved by an affirmative vote of a majority of the electors of the city voting on the question, the city shall not sell, exchange, lease, or in any way dispose of any municipally owned utility. All contracts,

negotiations, licenses, grants, leases or other forms of transfer in violation of this section shall be void and of no effect as against the city.

Section 17.7. - Utility Accounts.

Transactions pertaining to the ownership and operation by the city of each public utility shall be recorded in separate accounts under an appropriate fund caption, and classified in accordance with generally accepted utility accounting practice. Charges for all services furnished to, or rendered by, other city departments or agencies shall be recorded.

161 W. Michigan Ave.
Jackson, MI 49201
517-788-4082



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TEMP RETURN SERVICE REQUESTED

CUSTOMER NAME & ADDRESS
COUNTY, JACKSON
70011 JACKSON SQUARE
ACCOUNT NO.
JAC -070011-STRM-01
PROPERTY ADDRESS
70011 JACKSON SQUARE

DUE DATE	08/20/11	AMOUNT DUE	\$13.72
AFTER	08/20/11	PAY THIS LATE AMT.	\$13.72
PB			\$10.29
SF			\$3.43

PREV. READ DATE	CURRENT READ DATE	USAGE DAYS
06/01/11	06/30/11	30
LAST PAYMENT DATE	LAST PAYMT. AMOUNT	
	\$0.00	
AFTER	PAY THIS LATE AMT.	
08/20/11	\$13.72	

DUE DATE	08/20/2011	TOTAL AMOUNT DUE	\$13.72
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MAIL TO: COUNTY, JACKSON
120 W MICHIGAN AVE
JACKSON, MI 49201-1338

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Jackson, MI 49201
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CUSTOMER NAME & ADDRESS
COUNTY, JACKSON
70011 JACKSON SQUARE
ACCOUNT NO.
JAC -070011-STRM-01
PROPERTY ADDRESS
70011 JACKSON SQUARE

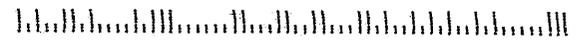
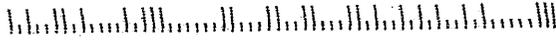
DUE DATE	07/20/11	AMOUNT DUE	\$10.29
AFTER	07/20/11	PAY THIS LATE AMT.	\$10.29
PB			\$6.86
SF			\$3.43

PREV. READ DATE	CURRENT READ DATE	USAGE DAYS
05/01/11	05/31/11	31
LAST PAYMENT DATE	LAST PAYMT. AMOUNT	
	\$0.00	
AFTER	PAY THIS LATE AMT.	
07/20/11	\$10.29	

DUE DATE	07/20/2011	TOTAL AMOUNT DUE	\$10.29
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MAIL TO: COUNTY, JACKSON
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JACKSON, MI 49201-1338

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Jackson, MI 49201
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CUSTOMER NAME & ADDRESS
COUNTY, JACKSON
70011 JACKSON SQUARE
ACCOUNT NO.
JAC -070011-STRM-01
PROPERTY ADDRESS
70011 JACKSON SQUARE
7-001.1A
ACCOUNT NO.
JAC -070011-STRM-01

DUE DATE	06/20/11	AMOUNT DUE	\$7.20
AFTER	06/20/11	PAY THIS LATE AMT.	\$7.54
PB			\$3.77
SF			\$3.43

PREV. READ DATE	CURRENT READ DATE	USAGE DAYS
04/01/11	04/30/11	30
LAST PAYMENT DATE	LAST PAYMT. AMOUNT	
	\$0.00	
AFTER	PAY THIS LATE AMT.	
06/20/11	\$7.54	

DUE DATE	06/20/2011	TOTAL AMOUNT DUE	\$7.20
----------	------------	------------------	--------

MAIL TO: COUNTY, JACKSON
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COUNTY, JACKSON
70011 JACKSON SQUARE
ACCOUNT NO.
JAC -070011-STRM-01
PROPERTY ADDRESS
70011 JACKSON SQUARE
7-001.1A
ACCOUNT NO.
JAC -070011-STRM-01

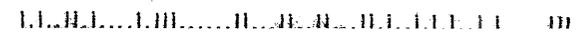
DUE DATE	05/20/11	AMOUNT DUE	\$3.43
AFTER	05/20/11	PAY THIS LATE AMT.	\$7.77
PB			\$0.00
SF			\$3.43

PREV. READ DATE	CURRENT READ DATE	USAGE DAYS
03/01/11	03/31/11	31
LAST PAYMENT DATE	LAST PAYMT. AMOUNT	
	\$0.00	
AFTER	PAY THIS LATE AMT.	
05/20/11	\$3.77	

DUE DATE	05/20/2011	TOTAL AMOUNT DUE	\$3.43
----------	------------	------------------	--------

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CUSTOMER NAME & ADDRESS

COUNTY OF JACKSON
70001.2 JACKSON SQUARE
COUNT NO.
JAC -007000-STRM-01
PROPERTY ADDRESS

DUE DATE 08/20/11 AMOUNT DUE \$143.44

AFTER 08/20/11 PAY THIS LATE AMT. \$143.44

CODE	CURRENT READ	TYPE	PREVIOUS READ	TYPE	USAGE	AMOUNT

PB \$107.58
SF \$35.86

COUNT NO.
JAC -007000-STRM-01

PREV. READ DATE CURRENT READ DATE USAGE DAYS
06/01/11 06/30/11 30

LAST PAYMENT DATE	LAST PAYMT. AMOUNT
	\$0.00

DATE	PAY THIS LATE AMT.
08/20/11	\$143.44

DUE DATE 08/20/2011 TOTAL AMOUNT DUE \$143.44

MAIL TO: COUNTY OF JACKSON
C/O KAREN COFFMAN
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CUSTOMER NAME & ADDRESS

COUNTY OF JACKSON
70001.2 JACKSON SQUARE
ACCOUNT NO.
JAC -007000-STRM-01
PROPERTY ADDRESS

DUE DATE 07/20/11 AMOUNT DUE \$107.58

AFTER 07/20/11 PAY THIS LATE AMT. \$107.58

CODE	CURRENT READ	TYPE	PREVIOUS READ	TYPE	USAGE	AMOUNT

PB \$71.72
SF \$35.86

ACCOUNT NO.
JAC -007000-STRM-01

PREV. READ DATE CURRENT READ DATE USAGE DAYS

05/01/11 05/31/11 31

LAST PAYMENT DATE	LAST PAYMT. AMOUNT
	\$0.00

DATE	PAY THIS LATE AMT.
07/20/11	\$107.58

DUE DATE 07/20/2011 TOTAL AMOUNT DUE \$107.58

MAIL TO: COUNTY OF JACKSON
C/O KAREN COFFMAN
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CUSTOMER NAME & ADDRESS

COUNTY OF JACKSON
70001.2 JACKSON SQUARE
COUNT NO.
JAC -007000-STRM-01
PROPERTY ADDRESS

DUE DATE 06/20/11 AMOUNT DUE \$75.31

AFTER 06/20/11 PAY THIS LATE AMT. \$78.90

CODE	CURRENT READ	TYPE	PREVIOUS READ	TYPE	USAGE	AMOUNT

PB \$39.45
SF \$35.86

COUNT NO.
JAC -007000-STRM-01

PREV. READ DATE CURRENT READ DATE USAGE DAYS
04/01/11 04/30/11 30

LAST PAYMENT DATE	LAST PAYMT. AMOUNT
	\$0.00

DATE	PAY THIS LATE AMT.
06/20/11	\$78.90

DUE DATE 06/20/2011 TOTAL AMOUNT DUE \$75.31

MAIL TO: COUNTY OF JACKSON
C/O KAREN COFFMAN
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CUSTOMER NAME & ADDRESS

COUNTY OF JACKSON
70001.2 JACKSON SQUARE
ACCOUNT NO.
JAC -007000-STRM-01
PROPERTY ADDRESS

DUE DATE 05/20/11 AMOUNT DUE \$35.86

AFTER 05/20/11 PAY THIS LATE AMT. \$39.45

CODE	CURRENT READ	TYPE	PREVIOUS READ	TYPE	USAGE	AMOUNT

PB \$0.00
SF \$35.86

ACCOUNT NO.
JAC -007000-STRM-01

PREV. READ DATE CURRENT READ DATE USAGE DAYS

03/01/11 03/31/11 31

LAST PAYMENT DATE	LAST PAYMT. AMOUNT
	\$0.00

DATE	PAY THIS LATE AMT.
05/20/11	\$39.45

DUE DATE 05/20/2011 TOTAL AMOUNT DUE \$35.86

MAIL TO: COUNTY OF JACKSON
C/O KAREN COFFMAN
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TEMP RETURN SERVICE REQUESTED

CUSTOMER NAME & ADDRESS

COUNTY OF JACKSON
700013 JACKSON SQUARE
COUNT NO.
JAC -700013-STRM-01
PROPERTY ADDRESS

DUE DATE 08/20/11 AMOUNT DUE \$12.84

AFTER 08/20/11 PAY THIS LATE AMT. \$12.84

CODE	CURRENT READ	TYPE	PREVIOUS READ	TYPE	USAGE	AMOUNT

PB \$9.63
SF \$3.21

COUNT NO.

JAC -700013-STRM-01

PREV. READ DATE CURRENT READ DATE USAGE DAYS
06/01/11 06/30/11 30

LAST PAYMENT DATE LAST PAYMT. AMOUNT

\$0.00

DATE	PAY THIS LATE AMT.
08/20/11	\$12.84

DUE DATE	TOTAL AMOUNT DUE
08/20/2011	\$12.84

MAIL TO: COUNTY OF JACKSON
C/O: KAREN COFFMAN
120 W. MICHIGAN AVE

Hotel

JACKSON, MI 49201

161 W. Michigan Ave.
Jackson, MI 49201
517-788-4082



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JACKSON, MI 49201
PERMIT NO. 418

TEMP RETURN SERVICE REQUESTED

CUSTOMER NAME & ADDRESS

COUNTY OF JACKSON
700013 JACKSON SQUARE
ACCOUNT NO.
JAC -700013-STRM-01
PROPERTY ADDRESS

DUE DATE 07/20/11 AMOUNT DUE \$9.63

AFTER 07/20/11 PAY THIS LATE AMT. \$9.63

CODE	CURRENT READ	TYPE	PREVIOUS READ	TYPE	USAGE	AMOUNT

PB \$6.42
SF \$3.21

ACCOUNT NO.

JAC -700013-STRM-01

PREV. READ DATE CURRENT READ DATE USAGE DAYS
05/01/11 05/31/11 31

LAST PAYMENT DATE LAST PAYMT. AMOUNT

\$0.00

DATE	PAY THIS LATE AMT.
07/20/11	\$9.63

DUE DATE	TOTAL AMOUNT DUE
07/20/2011	\$9.63

MAIL TO: COUNTY OF JACKSON
C/O: KAREN COFFMAN
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JACKSON, MI 49201

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Jackson, MI 49201
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PERMIT NO. 418

TEMP RETURN SERVICE REQUESTED

CUSTOMER NAME & ADDRESS

COUNTY OF JACKSON
700013 JACKSON SQUARE
COUNT NO.
JAC -700013-STRM-01
PROPERTY ADDRESS

DUE DATE 06/20/11 AMOUNT DUE \$6.74

AFTER 06/20/11 PAY THIS LATE AMT. \$7.06

CODE	CURRENT READ	TYPE	PREVIOUS READ	TYPE	USAGE	AMOUNT

PB \$3.53
SF \$3.21

COUNT NO.

JAC -700013-STRM-01

PREV. READ DATE CURRENT READ DATE USAGE DAYS
04/01/11 04/30/11 30

LAST PAYMENT DATE LAST PAYMT. AMOUNT

\$0.00

DATE	PAY THIS LATE AMT.
06/20/11	\$7.06

DUE DATE	TOTAL AMOUNT DUE
06/20/2011	\$6.74

MAIL TO: COUNTY OF JACKSON
C/O: KAREN COFFMAN
120 W. MICHIGAN AVE
JACKSON, MI 49201

Hotel

JACKSON, MI 49201

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Jackson, MI 49201
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JACKSON, MI 49201
PERMIT NO. 418

TEMP RETURN SERVICE REQUESTED

CUSTOMER NAME & ADDRESS

COUNTY OF JACKSON
700013 JACKSON SQUARE
ACCOUNT NO.
JAC -700013-STRM-01
PROPERTY ADDRESS

DUE DATE 05/20/11 AMOUNT DUE \$3.21

AFTER 05/20/11 PAY THIS LATE AMT. \$3.21

CODE	CURRENT READ	TYPE	PREVIOUS READ	TYPE	USAGE	AMOUNT

PB \$0.00
SF \$3.21

ACCOUNT NO.

JAC -700013-STRM-01

PREV. READ DATE CURRENT READ DATE USAGE DAYS
03/01/11 03/31/11 31

LAST PAYMENT DATE LAST PAYMT. AMOUNT

\$0.00

DATE	PAY THIS LATE AMT.
05/20/11	\$3.53

DUE DATE	TOTAL AMOUNT DUE
05/20/2011	\$3.21

MAIL TO: COUNTY OF JACKSON
C/O: KAREN COFFMAN
120 W. MICHIGAN AVE
JACKSON, MI 49201

Hotel

JACKSON, MI 49201

161 W. Michigan Ave.
Jackson, MI 49201
517-788-4082



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U.S. POSTAGE PAID
JACKSON, MI 49201
PERMIT NO. 418

TEMP RETURN SERVICE REQUESTED

CUSTOMER NAME & ADDRESS
COUNTY OF JACKSON
750 N BLACKSTONE ST
COUNT NO.
BLAN-000750-STRM-01
PROPERTY ADDRESS
750 N BLACKSTONE ST

DUE DATE	08/20/11	AMOUNT DUE	\$311.60
AFTER	08/20/11	PAY THIS LATE AMT.	\$311.60
PB			\$233.70
SF			\$77.90

COUNT NO.
BLAN-000750-STRM-01

PREV. READ DATE	CURRENT READ DATE	USAGE DAYS
6/01/11	06/30/11	30

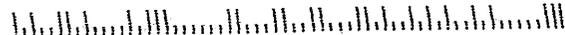
LAST PAYMENT DATE	LAST PAYMT. AMOUNT
	\$0.00

PREV. READ DATE	PAY THIS LATE AMT.
08/20/11	\$311.60

DUE DATE	08/20/2011	TOTAL AMOUNT DUE	\$311.60
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MAIL TO: COUNTY OF JACKSON
120 W MICHIGAN AVE
JACKSON, MI 49201

*Fair Parking - Moose
1-0409.02*



JACKSON WATER COLLECTION
161 W. Michigan Ave.
Jackson, MI 49201
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PERMIT NO. 418

TEMP RETURN SERVICE REQUESTED

CUSTOMER NAME & ADDRESS
COUNTY OF JACKSON
750 N BLACKSTONE ST
ACCOUNT NO.
BLAN-000750-STRM-01
PROPERTY ADDRESS
750 N BLACKSTONE ST

DUE DATE	07/20/11	AMOUNT DUE	\$233.70
AFTER	07/20/11	PAY THIS LATE AMT.	\$233.70
PB			\$155.80
SF			\$77.90

ACCOUNT NO.
BLAN-000750-STRM-01

PREV. READ DATE	CURRENT READ DATE	USAGE DAYS
05/01/11	05/31/11	31

LAST PAYMENT DATE	LAST PAYMT. AMOUNT
	\$0.00

AFTER	PAY THIS LATE AMT.
07/20/11	\$233.70

DUE DATE	07/20/2011	TOTAL AMOUNT DUE	\$233.70
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MAIL TO: COUNTY OF JACKSON
120 W MICHIGAN AVE
JACKSON, MI 49201



JACKSON WATER COLLECTION
161 W. Michigan Ave.
Jackson, MI 49201
517-788-4082

RETURN THIS PORTION WITH PAYMENT



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U.S. POSTAGE PAID
JACKSON, MI 49201
PERMIT NO. 418

TEMP RETURN SERVICE REQUESTED

CUSTOMER NAME & ADDRESS
COUNTY OF JACKSON
750 N BLACKSTONE ST
COUNT NO.
BLAN-000750-STRM-01
PROPERTY ADDRESS
750 N BLACKSTONE ST

DUE DATE	06/20/11	AMOUNT DUE	\$163.59
AFTER	06/20/11	PAY THIS LATE AMT.	\$171.38
PB			\$85.69
SF			\$77.90

COUNT NO.
BLAN-000750-STRM-01

PREV. READ DATE	CURRENT READ DATE	USAGE DAYS
4/01/11	04/30/11	30

LAST PAYMENT DATE	LAST PAYMT. AMOUNT
	\$0.00

PREV. READ DATE	PAY THIS LATE AMT.
6/20/11	\$171.38

DUE DATE	06/20/2011	TOTAL AMOUNT DUE	\$163.59
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MAIL TO: COUNTY OF JACKSON
120 W MICHIGAN AVE
JACKSON, MI 49201

*1-0409.02
Fair - Moose Lodge*



JACKSON WATER COLLECTION
161 W. Michigan Ave.
Jackson, MI 49201
517-788-4082

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JACKSON, MI 49201
PERMIT NO. 418

TEMP RETURN SERVICE REQUESTED

CUSTOMER NAME & ADDRESS
COUNTY OF JACKSON
750 N BLACKSTONE ST
ACCOUNT NO.
BLAN-000750-STRM-01
PROPERTY ADDRESS
750 N BLACKSTONE ST

DUE DATE	05/20/11	AMOUNT DUE	\$77.90
AFTER	05/20/11	PAY THIS LATE AMT.	\$85.69
PB			\$0.00
SF			\$77.90

ACCOUNT NO.
BLAN-000750-STRM-01

PREV. READ DATE	CURRENT READ DATE	USAGE DAYS
03/01/11	03/31/11	31

LAST PAYMENT DATE	LAST PAYMT. AMOUNT
	\$0.00

AFTER	PAY THIS LATE AMT.
05/20/11	\$85.69

DUE DATE	05/20/2011	TOTAL AMOUNT DUE	\$77.90
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MAIL TO: COUNTY OF JACKSON
120 W MICHIGAN AVE
JACKSON, MI 49201

*Fair - Parking
old Moose Lodge*



161 W. Michigan Ave.
Jackson, MI 49201
517-788-4082



FIRST CLASS MAIL
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JACKSON, MI 49201
PERMIT NO. 418

TEMP RETURN SERVICE REQUESTED

CUSTOMER NAME & ADDRESS
COUNTY OF JACKSON
930 FLEMING

ACCOUNT NO.
FLEM-000930-STRM-01

PROPERTY ADDRESS
930 FLEMING

PREV. READ DATE CURRENT READ DATE USAGE DAYS
06/01/11 06/30/11 30

LAST PAYMENT DATE LAST PAYMT. AMOUNT
\$0.00

AFTER	PAY THIS LATE AMT.	DUE DATE	08/20/2011	TOTAL AMOUNT DUE	\$504.80
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MAIL TO: COUNTY OF JACKSON
C/O: KAREN COFFMAN
120 W MICHIGAN
JACKSON, MI 49201

*8-0972.A
Youth Center*

161 W. Michigan Ave.
Jackson, MI 49201
517-788-4082



FIRST CLASS MA
U.S. POSTAGE PA
JACKSON, MI 4920
PERMIT NO. 418

TEMP RETURN SERVICE REQUESTED

CUSTOMER NAME & ADDRESS
COUNTY OF JACKSON
930 FLEMING

ACCOUNT NO.
FLEM-000930-STRM-01

PROPERTY ADDRESS
930 FLEMING

PREV. READ DATE CURRENT READ DATE USAGE DAYS
05/01/11 05/31/11 31

LAST PAYMENT DATE LAST PAYMT. AMOUNT
\$0.00

AFTER	PAY THIS LATE AMT.	DUE DATE	07/20/2011	TOTAL AMOUNT DUE	\$378.60
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MAIL TO: COUNTY OF JACKSON
C/O: KAREN COFFMAN
120 W MICHIGAN
JACKSON, MI 49201

*8-0972.A
Youth Center*

JACKSON WATER COLLECTION
161 W. Michigan Ave.
Jackson, MI 49201
517-788-4082

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FIRST CLASS MAIL
U.S. POSTAGE PAID
JACKSON, MI 49201
PERMIT NO. 418

TEMP RETURN SERVICE REQUESTED

CUSTOMER NAME & ADDRESS
COUNTY OF JACKSON
930 FLEMING

ACCOUNT NO.
FLEM-000930-STRM-01

PROPERTY ADDRESS
930 FLEMING

PREV. READ DATE CURRENT READ DATE USAGE DAYS
04/01/11 04/30/11 30

LAST PAYMENT DATE LAST PAYMT. AMOUNT
\$0.00

AFTER	PAY THIS LATE AMT.	DUE DATE	06/20/2011	TOTAL AMOUNT DUE	\$265.02
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MAIL TO: COUNTY OF JACKSON
C/O: KAREN COFFMAN
120 W MICHIGAN
JACKSON, MI 49201

yc

JACKSON WATER COLLECTION
161 W. Michigan Ave.
Jackson, MI 49201
517-788-4082

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U.S. POSTAGE PAID
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PERMIT NO. 418

TEMP RETURN SERVICE REQUESTED

CUSTOMER NAME & ADDRESS
COUNTY OF JACKSON
930 FLEMING

ACCOUNT NO.
FLEM-000930-STRM-01

PROPERTY ADDRESS
930 FLEMING

PREV. READ DATE CURRENT READ DATE USAGE DAYS
03/01/11 03/31/11 31

LAST PAYMENT DATE LAST PAYMT. AMOUNT
\$0.00

AFTER	PAY THIS LATE AMT.	DUE DATE	05/20/2011	TOTAL AMOUNT DUE	\$126.20
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MAIL TO: COUNTY OF JACKSON
120 W. MICHIGAN
JACKSON, MI 49201

*120 W. MICHIGAN
JACKSON, MI 49201*

JACKSON WATER COLLECTION
161 W. Michigan Ave.
Jackson, MI 49201
517-788-4082

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PRESORTED
FIRST CLASS MAIL
U.S. POSTAGE PAID
JACKSON, MI 49201
PERMIT NO. 418

TEMP RETURN SERVICE REQUESTED

CUSTOMER NAME & ADDRESS

COUNTY OF JACKSON
212 W FRANKLIN ST

DUE DATE 08/20/11

AMOUNT DUE \$360.92

ACCOUNT NO.
FRAW-000212-STRM-01

AFTER 08/20/11

PAY THIS LATE AMT. \$360.92

PROPERTY ADDRESS
212 W FRANKLIN ST

CODE	CURRENT READ	TYPE	PREVIOUS READ	TYPE	USAGE	AMOUNT
						\$270.69
						\$90.23

ACCOUNT NO.
FRAW-000212-STRM-01

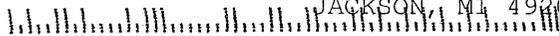
PREV. READ DATE CURRENT READ DATE USAGE DAYS
06/01/11 06/30/11 30

LAST PAYMENT DATE LAST PAYMT. AMOUNT
\$0.00

AFTER PAY THIS LATE AMT.
08/20/11 \$360.92

DUE DATE 08/20/2011 TOTAL AMOUNT DUE \$360.92

MAIL TO: COUNTY OF JACKSON
PARKING - COURTHOUSE
120 W MICHIGAN AVE
JACKSON, MI 49201



JACKSON WATER COLLECTION
161 W. Michigan Ave.
Jackson, MI 49201
517-788-4082

RETURN THIS PORTION WITH PAYMENT



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U.S. POSTAGE PA
JACKSON, MI 492
PERMIT NO. 418

TEMP RETURN SERVICE REQUEST

CUSTOMER NAME & ADDRESS

COUNTY OF JACKSON
212 W FRANKLIN ST

DUE DATE 07/20/11

AMOUNT DUE \$270.69

ACCOUNT NO.
FRAW-000212-STRM-01

AFTER 07/20/11

PAY THIS LATE AMT. \$270.69

PROPERTY ADDRESS
212 W FRANKLIN ST

CODE	CURRENT READ	TYPE	PREVIOUS READ	TYPE	USAGE	AMOUNT
						\$180.46
						\$90.23

ACCOUNT NO.
FRAW-000212-STRM-01

PREV. READ DATE CURRENT READ DATE USAGE DAYS
05/01/11 05/31/11 31

LAST PAYMENT DATE LAST PAYMT. AMOUNT
\$0.00

AFTER PAY THIS LATE AMT.
07/20/11 \$270.69

DUE DATE 07/20/2011 TOTAL AMOUNT DUE \$270.69

MAIL TO: COUNTY OF JACKSON
PARKING - COURTHOUSE
120 W MICHIGAN AVE
JACKSON, MI 49201



JACKSON WATER COLLECTION
161 W. Michigan Ave.
Jackson, MI 49201
517-788-4082

RETURN THIS PORTION WITH PAYMENT



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U.S. POSTAGE PAID
JACKSON, MI 49201
PERMIT NO. 418

TEMP RETURN SERVICE REQUESTED

CUSTOMER NAME & ADDRESS

COUNTY OF JACKSON
212 W FRANKLIN ST

DUE DATE 06/20/11

AMOUNT DUE \$189.48

ACCOUNT NO.
FRAW-000212-STRM-01

AFTER 06/20/11

PAY THIS LATE AMT. \$198.50

PROPERTY ADDRESS
212 W FRANKLIN ST

CODE	CURRENT READ	TYPE	PREVIOUS READ	TYPE	USAGE	AMOUNT
						\$99.25
						\$90.23

ACCOUNT NO.
FRAW-000212-STRM-01

PREV. READ DATE CURRENT READ DATE USAGE DAYS
04/01/11 04/30/11 30

LAST PAYMENT DATE LAST PAYMT. AMOUNT
\$0.00

AFTER PAY THIS LATE AMT.
06/20/11 \$198.50

DUE DATE 06/20/2011 TOTAL AMOUNT DUE \$189.48

MAIL TO: COUNTY OF JACKSON
PARKING - COURTHOUSE
120 W MICHIGAN AVE
JACKSON, MI 49201

JACKSON WATER COLLECTION
161 W. Michigan Ave.
Jackson, MI 49201
517-788-4082

RETURN THIS PORTION WITH PAYMENT



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U.S. POSTAGE PA
JACKSON, MI 49
PERMIT NO. 418

TEMP RETURN SERVICE REQUEST

CUSTOMER NAME & ADDRESS

COUNTY OF JACKSON
212 W FRANKLIN ST

DUE DATE 05/20/11

AMOUNT DUE \$90.23

ACCOUNT NO.
FRAW-000212-STRM-01

AFTER 05/20/11

PAY THIS LATE AMT. \$99.23

PROPERTY ADDRESS
212 W FRANKLIN ST

CODE	CURRENT READ	TYPE	PREVIOUS READ	TYPE	USAGE	AMOUNT
						\$0.00
						\$90.23

ACCOUNT NO.
FRAW-000212-STRM-01

PREV. READ DATE CURRENT READ DATE USAGE DAYS
03/01/11 03/31/11 31

LAST PAYMENT DATE LAST PAYMT. AMOUNT
\$0.00

AFTER PAY THIS LATE AMT.
05/20/11 \$99.25

DUE DATE 05/20/2011 TOTAL AMOUNT DUE \$90.23

MAIL TO: COUNTY OF JACKSON
PARKING - COURTHOUSE
120 W MICHIGAN AVE
JACKSON, MI 49201

County Court House Parking Lot



161 W. Michigan Ave.
Jackson, MI 49201
517-788-4082



FIRST CLASS MAIL
U.S. POSTAGE PAID
JACKSON, MI 49201
PERMIT NO. 418

TEMP RETURN SERVICE REQUESTED

CUSTOMER NAME & ADDRESS

COUNTY OF JACKSON
200 W GANSON ST

ACCOUNT NO.
GANW-000200-STRM-01

PROPERTY ADDRESS
200 W GANSON ST

DUE DATE 08/20/11 AMOUNT DUE \$5396.64

AFTER 08/20/11 PAY THIS LATE AMT. \$5396.64

CODE CURRENT READ TYPE PREVIOUS READ TYPE USAGE AMOUNT

PB \$4047.48
SF \$1,349.16

ACCOUNT NO.
GANW-000200-STRM-01

PREV. READ DATE CURRENT READ DATE USAGE DAYS
06/01/11 06/30/11 30

LAST PAYMENT DATE LAST PAYMT. AMOUNT
\$0.00

AFTER PAY THIS LATE AMT.
08/20/11 \$5396.64

DUE DATE 08/20/2011 TOTAL AMOUNT DUE \$5396.64

MAIL TO: COUNTY OF JACKSON
C/O: KAREN COFFMAN
120 W MICHIGAN AVE
JACKSON, MI 49201

1-0363 Fairgrounds

161 W. Michigan Ave.
Jackson, MI 49201
517-788-4082



FIRST CLASS MAIL
U.S. POSTAGE PAID
JACKSON, MI 49201
PERMIT NO. 418

TEMP RETURN SERVICE REQUESTED

CUSTOMER NAME & ADDRESS

COUNTY OF JACKSON
200 W GANSON ST

ACCOUNT NO.
GANW-000200-STRM-01

PROPERTY ADDRESS
200 W GANSON ST

DUE DATE 07/20/11 AMOUNT DUE \$4047.48

AFTER 07/20/11 PAY THIS LATE AMT. \$4047.48

CODE CURRENT READ TYPE PREVIOUS READ TYPE USAGE AMOUNT

PB \$2698.32
SF \$1,349.16

ACCOUNT NO.
GANW-000200-STRM-01

PREV. READ DATE CURRENT READ DATE USAGE DAYS
05/01/11 05/31/11 31

LAST PAYMENT DATE LAST PAYMT. AMOUNT
\$0.00

AFTER PAY THIS LATE AMT.
07/20/11 \$4047.48

DUE DATE 07/20/2011 TOTAL AMOUNT DUE \$4047.48

MAIL TO: COUNTY OF JACKSON
C/O: KAREN COFFMAN
120 W MICHIGAN AVE
JACKSON, MI 49201

Fairgrounds 1-0363

JACKSON WATER COLLECTION
161 W. Michigan Ave.
Jackson, MI 49201
517-788-4082

RETURN THIS PORTION WITH PAYMENT



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U.S. POSTAGE PAID
JACKSON, MI 49201
PERMIT NO. 418

TEMP RETURN SERVICE REQUESTED

CUSTOMER NAME & ADDRESS

COUNTY OF JACKSON
200 W GANSON ST

ACCOUNT NO.
GANW-000200-STRM-01

PROPERTY ADDRESS
200 W GANSON ST

DUE DATE 06/20/11 AMOUNT DUE \$2833.24

AFTER 06/20/11 PAY THIS LATE AMT. \$2968.16

CODE CURRENT READ TYPE PREVIOUS READ TYPE USAGE AMOUNT

PB \$1484.08
SF \$1,349.16

ACCOUNT NO.
GANW-000200-STRM-01

PREV. READ DATE CURRENT READ DATE USAGE DAYS
04/01/11 04/30/11 30

LAST PAYMENT DATE LAST PAYMT. AMOUNT
\$0.00

AFTER PAY THIS LATE AMT.
06/20/11 \$2968.16

DUE DATE 06/20/2011 TOTAL AMOUNT DUE \$2833.24

MAIL TO: COUNTY OF JACKSON
C/O: KAREN COFFMAN
120 W MICHIGAN AVE
JACKSON, MI 49201

JACKSON WATER COLLECTION
161 W. Michigan Ave.
Jackson, MI 49201
517-788-4082

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U.S. POSTAGE PAID
JACKSON, MI 49201
PERMIT NO. 418

TEMP RETURN SERVICE REQUESTED

CUSTOMER NAME & ADDRESS

COUNTY OF JACKSON
200 W GANSON ST

ACCOUNT NO.
GANW-000200-STRM-01

PROPERTY ADDRESS
200 W GANSON ST

DUE DATE 05/20/11 AMOUNT DUE \$1349.16

AFTER 05/20/11 PAY THIS LATE AMT. \$1484.08

CODE CURRENT READ TYPE PREVIOUS READ TYPE USAGE AMOUNT

PB \$0.00
SF \$1,349.16

ACCOUNT NO.
GANW-000200-STRM-01

PREV. READ DATE CURRENT READ DATE USAGE DAYS
03/01/11 03/31/11 31

LAST PAYMENT DATE LAST PAYMT. AMOUNT
\$0.00

AFTER PAY THIS LATE AMT.
05/20/11 \$1484.08

DUE DATE 05/20/2011 TOTAL AMOUNT DUE \$1349.16

MAIL TO: COUNTY OF JACKSON
C/O: KAREN COFFMAN
120 W MICHIGAN AVE
JACKSON, MI 49201

*Jarcol
? Fair?*

JACKSON WATER COLLECTION
161 W. Michigan Ave.
Jackson, MI 49201
517-788-4082



FIRST CLASS MAIL
U.S. POSTAGE PAID
JACKSON, MI 49201
PERMIT NO. 418

TEMP RETURN SERVICE REQUESTED

CUSTOMER NAME & ADDRESS

COUNTY OF JACKSON
308 S JACKSON ST

COUNT NO.
JACS-000308-STRM-01
PROPERTY ADDRESS

308 S JACKSON ST

COUNT NO.

JACS-000308-STRM-01

PREV. READ DATE CURRENT READ DATE USAGE
DAYS
06/01/11 06/30/11 30

LAST PAYMENT DATE LAST PAYMT. AMOUNT
06/01/11 \$0.00

AMOUNT DUE \$132.20
PAY THIS LATE AMT. \$132.20

DUE DATE 08/20/11 AMOUNT DUE \$132.20

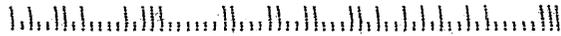
AFTER 08/20/11 PAY THIS LATE AMT. \$132.20

TABLE with columns: CODE, CURRENT READ, TYPE, PREVIOUS READ, TYPE, USAGE, AMOUNT

PB \$99.15
SF \$33.05

DUE DATE 08/20/2011 TOTAL AMOUNT DUE \$132.20

MAIL TO: COUNTY OF JACKSON
120 W MICHIGAN AVE
JACKSON, MI 49201



JACKSON WATER COLLECTION
161 W. Michigan Ave.
Jackson, MI 49201
517-788-4082



FIRST CLASS MAIL
U.S. POSTAGE PAID
JACKSON, MI 49201
PERMIT NO. 418

TEMP RETURN SERVICE REQUESTED

CUSTOMER NAME & ADDRESS

COUNTY OF JACKSON
308 S JACKSON ST

COUNT NO.
JACS-000308-STRM-01
PROPERTY ADDRESS

308 S JACKSON ST

COUNT NO.

JACS-000308-STRM-01

PREV. READ DATE CURRENT READ DATE USAGE
DAYS
05/01/11 05/31/11 31

LAST PAYMENT DATE LAST PAYMT. AMOUNT
05/01/11 \$0.00

AMOUNT DUE \$99.15
PAY THIS LATE AMT. \$99.15

DUE DATE 07/20/11 AMOUNT DUE \$99.15

AFTER 07/20/11 PAY THIS LATE AMT. \$99.15

TABLE with columns: CODE, CURRENT READ, TYPE, PREVIOUS READ, TYPE, USAGE, AMOUNT

PB \$66.10
SF \$33.05

DUE DATE 07/20/2011 TOTAL AMOUNT DUE \$99.15

MAIL TO: COUNTY OF JACKSON
120 W MICHIGAN AVE
JACKSON, MI 49201



JACKSON WATER COLLECTION
161 W. Michigan Ave.
Jackson, MI 49201
517-788-4082

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JACKSON, MI 49201
PERMIT NO. 418

TEMP RETURN SERVICE REQUESTED

CUSTOMER NAME & ADDRESS

COUNTY OF JACKSON
308 S JACKSON ST

COUNT NO.
JACS-000308-STRM-01
PROPERTY ADDRESS

308 S JACKSON ST

COUNT NO.

JACS-000308-STRM-01

PREV. READ DATE CURRENT READ DATE USAGE
DAYS
04/01/11 04/30/11 30

LAST PAYMENT DATE LAST PAYMT. AMOUNT
04/01/11 \$0.00

AMOUNT DUE \$69.41
PAY THIS LATE AMT. \$72.72

DUE DATE 06/20/11 AMOUNT DUE \$69.41

AFTER 06/20/11 PAY THIS LATE AMT. \$72.72

TABLE with columns: CODE, CURRENT READ, TYPE, PREVIOUS READ, TYPE, USAGE, AMOUNT

PB \$36.36
SF \$33.05

DUE DATE 06/20/2011 TOTAL AMOUNT DUE \$69.41

MAIL TO: COUNTY OF JACKSON
120 W MICHIGAN AVE
JACKSON, MI 49201

Courthouse

JACKSON WATER COLLECTION
161 W. Michigan Ave.
Jackson, MI 49201
517-788-4082

RETURN THIS PORTION WITH PAYMENT



PRESORTED
FIRST CLASS MAIL
U.S. POSTAGE PAID
JACKSON, MI 49201
PERMIT NO. 418

TEMP RETURN SERVICE REQUESTED

CUSTOMER NAME & ADDRESS

COUNTY OF JACKSON
308 S JACKSON ST

COUNT NO.
JACS-000308-STRM-01
PROPERTY ADDRESS

308 S JACKSON ST

COUNT NO.

JACS-000308-STRM-01

PREV. READ DATE CURRENT READ DATE USAGE
DAYS
03/01/11 03/31/11 31

LAST PAYMENT DATE LAST PAYMT. AMOUNT
03/01/11 \$0.00

AMOUNT DUE \$33.05
PAY THIS LATE AMT. \$36.36

DUE DATE 05/20/11 AMOUNT DUE \$33.05

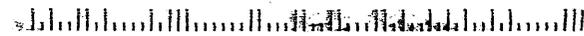
AFTER 05/20/11 PAY THIS LATE AMT. \$36.36

TABLE with columns: CODE, CURRENT READ, TYPE, PREVIOUS READ, TYPE, USAGE, AMOUNT

PB \$0.00
SF \$33.05

DUE DATE 05/20/2011 TOTAL AMOUNT DUE \$33.05

MAIL TO: COUNTY OF JACKSON
120 W MICHIGAN AVE
JACKSON, MI 49201



161 W. Michigan Ave.
Jackson, MI 49201
517-788-4082



FIRST CLASS MAIL
U.S. POSTAGE PAID
JACKSON, MI 49201
PERMIT NO. 418

TEMP RETURN SERVICE REQUESTED

CUSTOMER NAME & ADDRESS

WM & MATILDA SPARKS
33182 KIBBY RD
ACCOUNT NO.
KIBB-033182-STRM-01
PROPERTY ADDRESS

DUE DATE 06/20/11 **AMOUNT DUE** \$42.42

AFTER 06/20/11 **PAY THIS LATE AMT.** \$44.44

CODE	CURRENT READ	TYPE	PREVIOUS READ	TYPE	USAGE	AMOUNT
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PB \$22.22
SF \$20.20

ACCOUNT NO.

KIBB-033182-STRM-01

PREV. READ DATE CURRENT READ DATE USAGE DAYS

04/01/11 04/30/11 30

LAST PAYMENT DATE LAST PAYMT. AMOUNT

\$0.00

DATE	PAY THIS LATE AMT.
06/20/11	\$44.44

DUE DATE	TOTAL AMOUNT DUE
06/20/2011	\$42.42

MAIL TO: WM & MATILDA SPARKS
FOUNDATION
120 W MICHIGAN AVE
JACKSON, MI 49201



JACKSON WATER COLLECTION
161 W. Michigan Ave.
Jackson, MI 49201
517-788-4082



FIRST CLASS MAIL
U.S. POSTAGE PAID
JACKSON, MI 49201
PERMIT NO. 418

TEMP RETURN SERVICE REQUESTED

CUSTOMER NAME & ADDRESS

WM & MATILDA SPARKS
33182 KIBBY RD
ACCOUNT NO.
KIBB-033182-STRM-01
PROPERTY ADDRESS

DUE DATE 05/20/11 **AMOUNT DUE** \$20.20

AFTER 05/20/11 **PAY THIS LATE AMT.** \$22.22

CODE	CURRENT READ	TYPE	PREVIOUS READ	TYPE	USAGE	AMOUNT
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33182 KIBBY RD
PB \$0.00
SF \$20.20

ACCOUNT NO.

KIBB-033182-STRM-01

PREV. READ DATE CURRENT READ DATE USAGE DAYS

03/01/11 03/31/11 31

LAST PAYMENT DATE LAST PAYMT. AMOUNT

\$0.00

AFTER	PAY THIS LATE AMT.
05/20/11	\$22.22

DUE DATE	TOTAL AMOUNT DUE
05/20/2011	\$20.20

MAIL TO: WM & MATILDA SPARKS
FOUNDATION
120 W MICHIGAN AVE
JACKSON, MI 49201



*3-3182
Parks?*

*6th Floor
office
Facilities?*

161 W. Michigan Ave.
Jackson, MI 49201
517-788-4082



FIRST CLASS MAIL
U.S. POSTAGE PAID
JACKSON, MI 49201
PERMIT NO. 418

TEMP RETURN SERVICE REQUESTED

CUSTOMER NAME & ADDRESS

COUNTY OF JACKSON
1697 LANSING AVE

COUNT NO.
LANS-001697-STRM-01

PROPERTY ADDRESS
1697 LANSING AVE

COUNT NO.

LANS-001697-STRM-01

PREV. READ DATE CURRENT READ DATE USAGE
DAYS
06/01/11 06/30/11 30

LAST PAYMENT DATE LAST PAYMT. AMOUNT

\$0.00

PREV. READ DATE CURRENT READ DATE USAGE
DAYS
08/20/11 \$253.16

DUE DATE 08/20/11

AMOUNT DUE \$253.16

AFTER 08/20/11

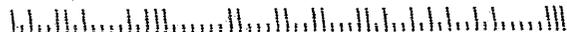
PAY THIS LATE AMT. \$253.16

CODE CURRENT READ TYPE PREVIOUS READ TYPE USAGE AMOUNT

PB \$189.87
SF \$63.29

DUE DATE 08/20/2011 TOTAL AMOUNT DUE \$253.16

MAIL TO: COUNTY OF JACKSON
120 W MICHIGAN AVE
JACKSON, MI 49201



JACKSON WATER COLLECTION
161 W. Michigan Ave.
Jackson, MI 49201
517-788-4082

RETURN THIS PORTION WITH PAYMENT



PRESORTED
FIRST CLASS MAIL
U.S. POSTAGE PAID
JACKSON, MI 49201
PERMIT NO. 418

TEMP RETURN SERVICE REQUESTED

CUSTOMER NAME & ADDRESS

COUNTY OF JACKSON
1697 LANSING AVE

COUNT NO.
LANS-001697-STRM-01

PROPERTY ADDRESS
1697 LANSING AVE

COUNT NO.

LANS-001697-STRM-01

PREV. READ DATE CURRENT READ DATE USAGE
DAYS
04/01/11 04/30/11 30

LAST PAYMENT DATE LAST PAYMT. AMOUNT

\$0.00

PREV. READ DATE CURRENT READ DATE USAGE
DAYS
06/20/11 \$139.24

DUE DATE 06/20/11

AMOUNT DUE \$132.91

AFTER 06/20/11

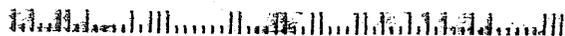
PAY THIS LATE AMT. \$139.24

CODE CURRENT READ TYPE PREVIOUS READ TYPE USAGE AMOUNT

PB \$69.62
SF \$63.29

DUE DATE 06/20/2011 TOTAL AMOUNT DUE \$132.91

MAIL TO: COUNTY OF JACKSON
120 W MICHIGAN AVE
JACKSON, MI 49201



Not shown

JACKSON WATER COLLECTION
161 W. Michigan Ave.
Jackson, MI 49201
517-788-4082



PRESORTED
FIRST CLASS MAIL
U.S. POSTAGE PAID
JACKSON, MI 49201
PERMIT NO. 418

TEMP RETURN SERVICE REQUEST

CUSTOMER NAME & ADDRESS

COUNTY OF JACKSON
1697 LANSING AVE

ACCOUNT NO.
LANS-001697-STRM-01

PROPERTY ADDRESS
1697 LANSING AVE

ACCOUNT NO.

LANS-001697-STRM-01

PREV. READ DATE CURRENT READ DATE USAGE
DAYS
05/01/11 05/31/11 31

LAST PAYMENT DATE LAST PAYMT. AMOUNT

\$0.00

PREV. READ DATE CURRENT READ DATE USAGE
DAYS
07/20/11 \$189.87

DUE DATE 07/20/11

AMOUNT DUE \$189.87

AFTER 07/20/11

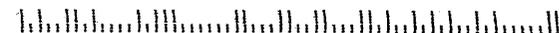
PAY THIS LATE AMT. \$189.87

CODE CURRENT READ TYPE PREVIOUS READ TYPE USAGE AMOUNT

PB \$126.58
SF \$63.29

DUE DATE 07/20/2011 TOTAL AMOUNT DUE \$189.87

MAIL TO: COUNTY OF JACKSON
120 W MICHIGAN AVE
JACKSON, MI 49201



JACKSON WATER COLLECTION
161 W. Michigan Ave.
Jackson, MI 49201
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JACKSON, MI 49201
PERMIT NO. 418

TEMP RETURN SERVICE REQUEST

CUSTOMER NAME & ADDRESS

COUNTY OF JACKSON
1697 LANSING AVE

ACCOUNT NO.
LANS-001697-STRM-01

PROPERTY ADDRESS
1697 LANSING AVE

ACCOUNT NO.

LANS-001697-STRM-01

PREV. READ DATE CURRENT READ DATE USAGE
DAYS
03/01/11 03/31/11 31

LAST PAYMENT DATE LAST PAYMT. AMOUNT

\$0.00

PREV. READ DATE CURRENT READ DATE USAGE
DAYS
05/20/11 \$69.62

DUE DATE 05/20/11

AMOUNT DUE \$63.29

AFTER 05/20/11

PAY THIS LATE AMT. \$9.67

CODE CURRENT READ TYPE PREVIOUS READ TYPE USAGE AMOUNT

PB \$0.00
SF \$63.29

DUE DATE 05/20/2011 TOTAL AMOUNT DUE \$63.29

MAIL TO: COUNTY OF JACKSON
120 W. MICHIGAN AVE.
JACKSON, MI 49201

JACKSON WATER COLLECTION
161 W. Michigan Ave.
Jackson, MI 49201
517-788-4082



FIRST CLASS MAIL
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JACKSON, MI 49201
PERMIT NO. 418

TEMP RETURN SERVICE REQUESTED

CUSTOMER NAME & ADDRESS
COUNTY OF JACKSON
1715 LANSING AVE
COUNT NO.
LANS-001715-STRM-01
PROPERTY ADDRESS
1715 LANSING AVE
COUNT NO.
LANS-001715-STRM-01

DUE DATE	08/20/11	AMOUNT DUE	\$668.32
AFTER	08/20/11	PAY THIS LATE AMT.	\$668.32
PB			\$501.24
SF			\$167.08

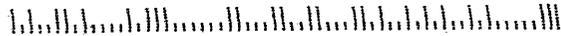
PREV. READ DATE	CURRENT READ DATE	USAGE DAYS
06/01/11	06/30/11	30

LAST PAYMENT DATE	LAST PAYMT. AMOUNT
	\$0.00

PREV. READ DATE	CURRENT READ DATE	USAGE DAYS
08/20/11		

DUE DATE	08/20/2011	TOTAL AMOUNT DUE	\$668.32
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MAIL TO: COUNTY OF JACKSON
120 W MICHIGAN AVE
JACKSON, MI 49201



JACKSON WATER COLLECTION
161 W. Michigan Ave.
Jackson, MI 49201
517-788-4082

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FIRST CLASS MAIL
U.S. POSTAGE PAID
JACKSON, MI 49201
PERMIT NO. 418

TEMP RETURN SERVICE REQUESTED

CUSTOMER NAME & ADDRESS
COUNTY OF JACKSON
1715 LANSING AVE
COUNT NO.
LANS-001715-STRM-01
PROPERTY ADDRESS
1715 LANSING AVE
COUNT NO.
LANS-001715-STRM-01

DUE DATE	06/20/11	AMOUNT DUE	\$350.87
AFTER	06/20/11	PAY THIS LATE AMT.	\$367.58
PB			\$183.79
SF			\$167.08

PREV. READ DATE	CURRENT READ DATE	USAGE DAYS
04/01/11	04/30/11	30

LAST PAYMENT DATE	LAST PAYMT. AMOUNT
	\$0.00

PREV. READ DATE	CURRENT READ DATE	USAGE DAYS
06/20/11		

DUE DATE	06/20/2011	TOTAL AMOUNT DUE	\$350.87
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MAIL TO: COUNTY OF JACKSON
120 W MICHIGAN AVE
JACKSON, MI 49201

Human Services

161 W. Michigan Ave.
Jackson, MI 49201
517-788-4082



FIRST CLASS MAIL
U.S. POSTAGE PAID
JACKSON, MI 49201
PERMIT NO. 418

TEMP RETURN SERVICE REQUESTED

CUSTOMER NAME & ADDRESS
COUNTY OF JACKSON
1715 LANSING AVE
ACCOUNT NO.
LANS-001715-STRM-01
PROPERTY ADDRESS
1715 LANSING AVE
ACCOUNT NO.
LANS-001715-STRM-01

DUE DATE	07/20/11	AMOUNT DUE	\$501.24
AFTER	07/20/11	PAY THIS LATE AMT.	\$501.24
PB			\$334.16
SF			\$167.08

PREV. READ DATE	CURRENT READ DATE	USAGE DAYS
05/01/11	05/31/11	31

LAST PAYMENT DATE	LAST PAYMT. AMOUNT
	\$0.00

PREV. READ DATE	CURRENT READ DATE	USAGE DAYS
07/20/11		

DUE DATE	07/20/2011	TOTAL AMOUNT DUE	\$501.24
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MAIL TO: COUNTY OF JACKSON
120 W MICHIGAN AVE
JACKSON, MI 49201



JACKSON WATER COLLECTION
161 W. Michigan Ave.
Jackson, MI 49201
517-788-4082

RETURN THIS PORTION WITH PAYMENT



PRESORTED
FIRST CLASS MAIL
U.S. POSTAGE PAID
JACKSON, MI 49201
PERMIT NO. 418

TEMP RETURN SERVICE REQUESTED

CUSTOMER NAME & ADDRESS
COUNTY OF JACKSON
1715 LANSING AVE
COUNT NO.
LANS-001715-STRM-01
PROPERTY ADDRESS
1715 LANSING AVE
COUNT NO.
LANS-001715-STRM-01

DUE DATE	06/20/11	AMOUNT DUE	\$350.87
AFTER	06/20/11	PAY THIS LATE AMT.	\$367.58
PB			\$183.79
SF			\$167.08

PREV. READ DATE	CURRENT READ DATE	USAGE DAYS
04/01/11	04/30/11	30

LAST PAYMENT DATE	LAST PAYMT. AMOUNT
	\$0.00

PREV. READ DATE	CURRENT READ DATE	USAGE DAYS
06/20/11		

DUE DATE	06/20/2011	TOTAL AMOUNT DUE	\$350.87
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MAIL TO: COUNTY OF JACKSON
120 W MICHIGAN AVE
JACKSON, MI 49201

Human Services

JACKSON WATER COLLECTION
161 W. Michigan Ave.
Jackson, MI 49201
517-788-4082

RETURN THIS PORTION WITH PAYMENT



PRESORTED
FIRST CLASS MAIL
U.S. POSTAGE PAID
JACKSON, MI 49201
PERMIT NO. 418

TEMP RETURN SERVICE REQUESTED

CUSTOMER NAME & ADDRESS
COUNTY OF JACKSON
1715 LANSING AVE
ACCOUNT NO.
LANS-001715-STRM-01
PROPERTY ADDRESS
1715 LANSING AVE
ACCOUNT NO.
LANS-001715-STRM-01

DUE DATE	05/20/11	AMOUNT DUE	\$167.08
AFTER	05/20/11	PAY THIS LATE AMT.	\$179.79
PB			\$0.00
SF			\$167.08

PREV. READ DATE	CURRENT READ DATE	USAGE DAYS
03/01/11	03/31/11	31

LAST PAYMENT DATE	LAST PAYMT. AMOUNT
	\$0.00

PREV. READ DATE	CURRENT READ DATE	USAGE DAYS
05/20/11		

DUE DATE	05/20/2011	TOTAL AMOUNT DUE	\$167.08
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MAIL TO: COUNTY OF JACKSON
120 W MICHIGAN AVE
JACKSON, MI 49201

Human Services Bldg

161 W. Michigan Ave.
Jackson, MI 49201
517-788-4082



FIRST CLASS MAIL
U.S. POSTAGE PAID
JACKSON, MI 49201
PERMIT NO. 418

TEMP RETURN SERVICE REQUESTED

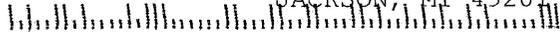
CUSTOMER NAME & ADDRESS
COUNTY OF JACKSON
165 W MICHIGAN AVE
ACCOUNT NO.
MICW-000165-STRM-01
PROPERTY ADDRESS
165 W MICHIGAN AVE
ACCOUNT NO.
MICW-000165-STRM-01

DUE DATE	08/20/11	AMOUNT DUE	\$41.50
AFTER	08/20/11	PAY THIS LATE AMT.	\$41.50
PB			\$30.86
SF			\$10.64

PREV. READ DATE	CURRENT READ DATE	USAGE DAYS
05/01/11	06/30/11	30
PREV. PAYMENT DATE	LAST PAYMT. AMOUNT	
	\$0.00	
PREV. DUE DATE	PAY THIS LATE AMT.	
08/20/11	\$41.50	

DUE DATE	08/20/2011	TOTAL AMOUNT DUE	\$41.50
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MAIL TO: COUNTY OF JACKSON
C/O: KAREN COFFMAN
120 W MICHIGAN AVE
JACKSON, MI 49201



*4-0002
OLD Facilities
Facilities
Woolworth
OLD FAC*

161 W. Michigan Ave.
Jackson, MI 49201
517-788-4082



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JACKSON, MI 49201
PERMIT NO. 418

TEMP RETURN SERVICE REQUESTED

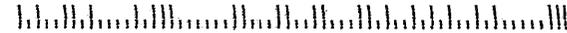
CUSTOMER NAME & ADDRESS
COUNTY OF JACKSON
165 W MICHIGAN AVE
ACCOUNT NO.
MICW-000165-STRM-01
PROPERTY ADDRESS
165 W MICHIGAN AVE
ACCOUNT NO.
MICW-000165-STRM-01

DUE DATE	07/20/11	AMOUNT DUE	\$30.86
AFTER	07/20/11	PAY THIS LATE AMT.	\$30.86
PB			\$20.22
SF			\$10.64

PREV. READ DATE	CURRENT READ DATE	USAGE DAYS
05/01/11	05/31/11	31
PREV. PAYMENT DATE	LAST PAYMT. AMOUNT	
	\$0.00	
PREV. DUE DATE	PAY THIS LATE AMT.	
07/20/11	\$30.86	

DUE DATE	07/20/2011	TOTAL AMOUNT DUE	\$30.86
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MAIL TO: COUNTY OF JACKSON
C/O: KAREN COFFMAN
120 W MICHIGAN AVE
JACKSON, MI 49201



*4-0002
Woolworth
OLD FAC*

JACKSON WATER COLLECTION
161 W. Michigan Ave.
Jackson, MI 49201
517-788-4082

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U.S. POSTAGE PAID
JACKSON, MI 49201
PERMIT NO. 418

TEMP RETURN SERVICE REQUESTED

CUSTOMER NAME & ADDRESS
COUNTY OF JACKSON
165 W MICHIGAN AVE
ACCOUNT NO.
MICW-000165-STRM-01
PROPERTY ADDRESS
165 W MICHIGAN AVE
ACCOUNT NO.
MICW-000165-STRM-01

DUE DATE	06/20/11	AMOUNT DUE	\$22.34
AFTER	06/20/11	PAY THIS LATE AMT.	\$23.40
PB			\$11.70
SF			\$10.64

PREV. READ DATE	CURRENT READ DATE	USAGE DAYS
04/01/11	04/30/11	30
PREV. PAYMENT DATE	LAST PAYMT. AMOUNT	
	\$0.00	
PREV. DUE DATE	PAY THIS LATE AMT.	
06/20/11	\$23.40	

DUE DATE	06/20/2011	TOTAL AMOUNT DUE	\$22.34
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MAIL TO: COUNTY OF JACKSON
C/O: KAREN COFFMAN
120 W MICHIGAN AVE
JACKSON, MI 49201



Woolworth

JACKSON WATER COLLECTION
161 W. Michigan Ave.
Jackson, MI 49201
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JACKSON, MI 49201
PERMIT NO. 418

TEMP RETURN SERVICE REQUESTED

CUSTOMER NAME & ADDRESS
COUNTY OF JACKSON
165 W MICHIGAN AVE
ACCOUNT NO.
MICW-000165-STRM-01
PROPERTY ADDRESS
165 W MICHIGAN AVE
ACCOUNT NO.
MICW-000165-STRM-01

DUE DATE	05/20/11	AMOUNT DUE	\$10.64
AFTER	05/20/11	PAY THIS LATE AMT.	\$11.70
PB			\$0.00
SF			\$10.64

PREV. READ DATE	CURRENT READ DATE	USAGE DAYS
03/01/11	03/31/11	31
PREV. PAYMENT DATE	LAST PAYMT. AMOUNT	
	\$0.00	
PREV. DUE DATE	PAY THIS LATE AMT.	
05/20/11	\$11.70	

DUE DATE	05/20/2011	TOTAL AMOUNT DUE	\$10.64
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MAIL TO: COUNTY OF JACKSON
C/O: ~~KAREN COFFMAN~~
120 W MICHIGAN AVE
JACKSON, MI 49201



161 W. Michigan Ave.
Jackson, MI 49201
517-788-4082



FIRST CLASS MAIL
U.S. POSTAGE PAID
JACKSON, MI 49201
PERMIT NO. 418

TEMP RETURN SERVICE REQUESTED

CUSTOMER NAME & ADDRESS

COUNTY OF JACKSON

501 LANSING AVE

ACCOUNT NO.
LANS-000501-STRM-01

PROPERTY ADDRESS

501 LANSING AVE

COUNT NO.

LANS-000501-STRM-01

PREV. READ DATE CURRENT READ DATE USAGE
DAYS
06/01/11 06/30/11 30

LAST PAYMENT DATE LAST PAYMT. AMOUNT
\$0.00

PAY THIS LATE AMT.
08/20/11 \$10.80

DUE DATE 08/20/11 AMOUNT DUE \$10.80

AFTER 08/20/11 PAY THIS LATE AMT. \$10.80

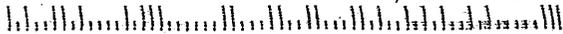
CODE CURRENT READ TYPE PREVIOUS READ TYPE USAGE AMOUNT

PB \$8.10
SF \$2.70

*mcf
1-0307.1
Lot*

DUE DATE 08/20/2011 TOTAL AMOUNT DUE \$10.80

MAIL TO: COUNTY OF JACKSON
120 W MICHIGAN AVE
JACKSON, MI 49201



JACKSON WATER COLLECTION
161 W. Michigan Ave.
Jackson, MI 49201
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JACKSON, MI 49201
PERMIT NO. 418

TEMP RETURN SERVICE REQUESTED

CUSTOMER NAME & ADDRESS

COUNTY OF JACKSON

501 LANSING AVE

ACCOUNT NO.
LANS-000501-STRM-01

PROPERTY ADDRESS

501 LANSING AVE

COUNT NO.

LANS-000501-STRM-01

PREV. READ DATE CURRENT READ DATE USAGE
DAYS
04/01/11 04/30/11 30

LAST PAYMENT DATE LAST PAYMT. AMOUNT
\$0.00

PAY THIS LATE AMT.
06/20/11 \$5.94

DUE DATE 06/20/11 AMOUNT DUE \$5.67

AFTER 06/20/11 PAY THIS LATE AMT. \$5.94

CODE CURRENT READ TYPE PREVIOUS READ TYPE USAGE AMOUNT

PB \$2.97
SF \$2.70

DUE DATE 06/20/2011 TOTAL AMOUNT DUE \$5.67

MAIL TO: COUNTY OF JACKSON
120 W MICHIGAN AVE
JACKSON, MI 49201



JACKSON WATER COLLECTION
161 W. Michigan Ave.
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JACKSON, MI 49201
PERMIT NO. 418

TEMP RETURN SERVICE REQUESTED

CUSTOMER NAME & ADDRESS

COUNTY OF JACKSON

501 LANSING AVE

ACCOUNT NO.
LANS-000501-STRM-01

PROPERTY ADDRESS

501 LANSING AVE

COUNT NO.

LANS-000501-STRM-01

PREV. READ DATE CURRENT READ DATE USAGE
DAYS
05/01/11 05/31/11 31

LAST PAYMENT DATE LAST PAYMT. AMOUNT
\$0.00

PAY THIS LATE AMT.
07/20/11 \$8.10

DUE DATE 07/20/11 AMOUNT DUE \$8.10

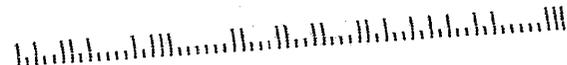
AFTER 07/20/11 PAY THIS LATE AMT. \$8.10

CODE CURRENT READ TYPE PREVIOUS READ TYPE USAGE AMOUNT

PB \$5.40
SF \$2.70

DUE DATE 07/20/2011 TOTAL AMOUNT DUE \$8.10

MAIL TO: COUNTY OF JACKSON
120 W MICHIGAN AVE
JACKSON, MI 49201



JACKSON WATER COLLECTION
161 W. Michigan Ave.
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PERMIT NO. 418

TEMP RETURN SERVICE REQUESTED

CUSTOMER NAME & ADDRESS

COUNTY OF JACKSON

501 LANSING AVE

ACCOUNT NO.
LANS-000501-STRM-01

PROPERTY ADDRESS

501 LANSING AVE

COUNT NO.

LANS-000501-STRM-01

PREV. READ DATE CURRENT READ DATE USAGE
DAYS
03/01/11 03/31/11 31

LAST PAYMENT DATE LAST PAYMT. AMOUNT
\$0.00

PAY THIS LATE AMT.
05/20/11 \$2.70

DUE DATE 05/20/11 AMOUNT DUE \$2.70

AFTER 05/20/11 PAY THIS LATE AMT. \$2.70

CODE CURRENT READ TYPE PREVIOUS READ TYPE USAGE AMOUNT

PB \$0.00
SF \$2.70

DUE DATE 05/20/2011 TOTAL AMOUNT DUE \$2.70

MAIL TO: COUNTY OF JACKSON
120 W MICHIGAN AVE
JACKSON, MI 49201

MCF?



JACKSON WATER COLLECTION
161 W. Michigan Ave.
Jackson, MI 49201
517-788-4082

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JACKSON, MI 49201
PERMIT NO. 418

TEMP RETURN SERVICE REQUESTED

CUSTOMER NAME & ADDRESS
COUNTY OF JACKSON
511 LANSING AVE
ACCOUNT NO.
LANS-000511-STRM-01
PROPERTY ADDRESS
511 LANSING AVE
ACCOUNT NO.
LANS-000511-STRM-01

DUE DATE	08/20/11	AMOUNT DUE	\$56.72
AFTER	08/20/11	PAY THIS LATE AMT.	\$56.72
PB			\$42.54
SF			\$14.18

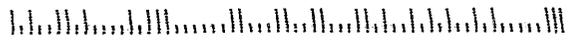
PREV. READ DATE	CURRENT READ DATE	USAGE DAYS
06/01/11	06/30/11	30

LAST PAYMENT DATE	LAST PAYMT. AMOUNT
	\$0.00

DUE DATE	08/20/2011	TOTAL AMOUNT DUE	\$56.72
AFTER	08/20/11	PAY THIS LATE AMT.	\$56.72

MAIL TO: COUNTY OF JACKSON
120 W MICHIGAN AVE
JACKSON, MI 49201

*MCF parking
1-0310*



JACKSON WATER COLLECTION
161 W. Michigan Ave.
Jackson, MI 49201
517-788-4082

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FIRST CLASS MAIL
U.S. POSTAGE PAID
JACKSON, MI 49201
PERMIT NO. 418

TEMP RETURN SERVICE REQUESTED

CUSTOMER NAME & ADDRESS
COUNTY OF JACKSON
511 LANSING AVE
ACCOUNT NO.
LANS-000511-STRM-01
PROPERTY ADDRESS
511 LANSING AVE
ACCOUNT NO.
LANS-000511-STRM-01

DUE DATE	07/20/11	AMOUNT DUE	\$42.54
AFTER	07/20/11	PAY THIS LATE AMT.	\$42.54
PB			\$28.36
SF			\$14.18

PREV. READ DATE	CURRENT READ DATE	USAGE DAYS
05/01/11	05/31/11	31

LAST PAYMENT DATE	LAST PAYMT. AMOUNT
	\$0.00

DUE DATE	07/20/2011	TOTAL AMOUNT DUE	\$42.54
AFTER	07/20/11	PAY THIS LATE AMT.	\$42.54

MAIL TO: COUNTY OF JACKSON
120 W MICHIGAN AVE
JACKSON, MI 49201



JACKSON WATER COLLECTION
161 W. Michigan Ave.
Jackson, MI 49201
517-788-4082

RETURN THIS PORTION WITH PAYMENT



PRESORTED
FIRST CLASS MAIL
U.S. POSTAGE PAID
JACKSON, MI 49201
PERMIT NO. 418

TEMP RETURN SERVICE REQUESTED

CUSTOMER NAME & ADDRESS
COUNTY OF JACKSON
511 LANSING AVE
ACCOUNT NO.
LANS-000511-STRM-01
PROPERTY ADDRESS
511 LANSING AVE
ACCOUNT NO.
LANS-000511-STRM-01

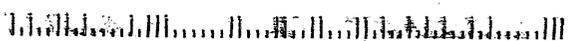
DUE DATE	06/20/11	AMOUNT DUE	\$29.78
AFTER	06/20/11	PAY THIS LATE AMT.	\$31.20
PB			\$15.60
SF			\$14.18

PREV. READ DATE	CURRENT READ DATE	USAGE DAYS
04/01/11	04/30/11	30

LAST PAYMENT DATE	LAST PAYMT. AMOUNT
	\$0.00

DUE DATE	06/20/2011	TOTAL AMOUNT DUE	\$29.78
AFTER	06/20/11	PAY THIS LATE AMT.	\$31.20

MAIL TO: COUNTY OF JACKSON
120 W MICHIGAN AVE
JACKSON, MI 49201



JACKSON WATER COLLECTION
161 W. Michigan Ave.
Jackson, MI 49201
517-788-4082

RETURN THIS PORTION WITH PAYMENT



PRESORTED
FIRST CLASS MAIL
U.S. POSTAGE PAID
JACKSON, MI 49201
PERMIT NO. 418

TEMP RETURN SERVICE REQUESTED

CUSTOMER NAME & ADDRESS
COUNTY OF JACKSON
511 LANSING AVE
ACCOUNT NO.
LANS-000511-STRM-01
PROPERTY ADDRESS
511 LANSING AVE
ACCOUNT NO.
LANS-000511-STRM-01

DUE DATE	05/20/11	AMOUNT DUE	\$14.18
AFTER	05/20/11	PAY THIS LATE AMT.	\$15.60
PB			\$0.00
SF			\$14.18

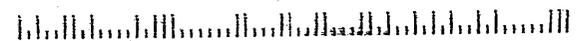
PREV. READ DATE	CURRENT READ DATE	USAGE DAYS
03/01/11	03/31/11	31

LAST PAYMENT DATE	LAST PAYMT. AMOUNT
	\$0.00

DUE DATE	05/20/2011	TOTAL AMOUNT DUE	\$14.18
AFTER	05/20/11	PAY THIS LATE AMT.	\$15.60

MAIL TO: COUNTY OF JACKSON
120 W MICHIGAN AVE
JACKSON, MI 49201

MCF



161 W. Michigan Ave.
Jackson, MI 49201
517-788-4082



FIRST CLASS MAIL
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PERMIT NO. 418

TEMP RETURN SERVICE REQUESTED

CUSTOMER NAME & ADDRESS

COUNTY OF JACKSON
521 LANSING AVE
ACCOUNT NO.
LANS-000521-STRM-01

DUE DATE 08/20/11 AMOUNT DUE \$79.80

AFTER 08/20/11 PAY THIS LATE AMT. \$79.80

PROPERTY ADDRESS

521 LANSING AVE

CODE CURRENT READ TYPE PREVIOUS READ TYPE USAGE AMOUNT

PB \$59.85
SF \$19.95

ACCOUNT NO.

LANS-000521-STRM-01

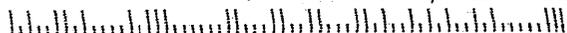
PREV. READ DATE CURRENT READ DATE USAGE DAYS
06/01/11 06/30/11 30

LAST PAYMENT DATE LAST PAYMT. AMOUNT
\$0.00

AFTER PAY THIS LATE AMT.
08/20/11 \$79.80

DUE DATE 08/20/2011 TOTAL AMOUNT DUE \$79.80

MAIL TO: COUNTY OF JACKSON
120 W MICHIGAN AVE
JACKSON, MI 49201



*MCE Parking
1-8315*

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TEMP RETURN SERVICE REQUESTED

CUSTOMER NAME & ADDRESS

COUNTY OF JACKSON
521 LANSING AVE
ACCOUNT NO.
LANS-000521-STRM-01

DUE DATE 07/20/11 AMOUNT DUE \$59.85

AFTER 07/20/11 PAY THIS LATE AMT. \$59.85

PROPERTY ADDRESS

521 LANSING AVE

CODE CURRENT READ TYPE PREVIOUS READ TYPE USAGE AMOUNT

PB \$39.90
SF \$19.95

ACCOUNT NO.

LANS-000521-STRM-01

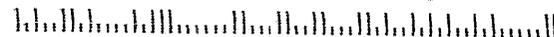
PREV. READ DATE CURRENT READ DATE USAGE DAYS
05/01/11 05/31/11 31

LAST PAYMENT DATE LAST PAYMT. AMOUNT
\$0.00

AFTER PAY THIS LATE AMT.
07/20/11 \$59.85

DUE DATE 07/20/2011 TOTAL AMOUNT DUE \$59.85

MAIL TO: COUNTY OF JACKSON
120 W MICHIGAN AVE
JACKSON, MI 49201



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161 W. Michigan Ave.
Jackson, MI 49201
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TEMP RETURN SERVICE REQUESTED

CUSTOMER NAME & ADDRESS

COUNTY OF JACKSON
521 LANSING AVE
ACCOUNT NO.
LANS-000521-STRM-01

DUE DATE 06/20/11 AMOUNT DUE \$41.90

AFTER 06/20/11 PAY THIS LATE AMT. \$43.90

PROPERTY ADDRESS

521 LANSING AVE

CODE CURRENT READ TYPE PREVIOUS READ TYPE USAGE AMOUNT

PB \$21.95
SF \$19.95

ACCOUNT NO.

LANS-000521-STRM-01

PREV. READ DATE CURRENT READ DATE USAGE DAYS
04/01/11 04/30/11 30

LAST PAYMENT DATE LAST PAYMT. AMOUNT
\$0.00

AFTER PAY THIS LATE AMT.
06/20/11 \$43.90

DUE DATE 06/20/2011 TOTAL AMOUNT DUE \$41.90

MAIL TO: COUNTY OF JACKSON
120 W MICHIGAN AVE
JACKSON, MI 49201



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TEMP RETURN SERVICE REQUESTED

CUSTOMER NAME & ADDRESS

COUNTY OF JACKSON
521 LANSING AVE
ACCOUNT NO.
LANS-000521-STRM-01

DUE DATE 05/20/11 AMOUNT DUE \$19.95

AFTER 05/20/11 PAY THIS LATE AMT. \$21.95

PROPERTY ADDRESS

521 LANSING AVE

CODE CURRENT READ TYPE PREVIOUS READ TYPE USAGE AMOUNT

PB \$0.00
SF \$19.95

ACCOUNT NO.

LANS-000521-STRM-01

PREV. READ DATE CURRENT READ DATE USAGE DAYS
03/01/11 03/31/11 31

LAST PAYMENT DATE LAST PAYMT. AMOUNT
\$0.00

AFTER PAY THIS LATE AMT.
05/20/11 \$21.95

DUE DATE 05/20/2011 TOTAL AMOUNT DUE \$19.95

MAIL TO: COUNTY OF JACKSON
120 W MICHIGAN AVE
JACKSON, MI 49201



JACKSON WATER COLLECTION
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TEMP RETURN SERVICE REQUESTED

CUSTOMER NAME & ADDRESS
JACKSON COUNTY BUILDING AUTHORITY
524 LANSING AVE
PROPERTY ADDRESS
524 LANSING AVE
ACCOUNT NO.
LANS-000524-STRM-01
PREV. READ DATE 01/11
CURRENT READ DATE 05/31/11
USAGE DAYS 31
LAST PAYMENT DATE 02/11
LAST PAYMT. AMOUNT \$0.00
DUE DATE 07/20/11
TOTAL AMOUNT DUE \$616.17
PAY THIS LATE AMT. \$616.17
AFTER 07/20/11
PAY THIS LATE AMT. \$616.17
LATE AMT. \$410.78
SF \$205.39

CUSTOMER NAME & ADDRESS
JACKSON COUNTY BUILDING AUTHORITY
524 LANSING AVE
PROPERTY ADDRESS
524 LANSING AVE
ACCOUNT NO.
LANS-000524-STRM-01
PREV. READ DATE 01/11
CURRENT READ DATE 05/31/11
USAGE DAYS 31
LAST PAYMENT DATE 02/11
LAST PAYMT. AMOUNT \$0.00

PAYMENT DATE LAST PAYMT. AMOUNT
02/11 \$0.00
PAY THIS LATE AMT.
02/11 \$616.17

MAIL TO: JACKSON COUNTY BUILDING AUTHORITY
120 W MICHIGAN AVE
JACKSON, MI 49201

TEMP RETURN SERVICE REQUESTED

CUSTOMER NAME & ADDRESS
JACKSON COUNTY BUILDING AUTHORITY
524 LANSING AVE
PROPERTY ADDRESS
524 LANSING AVE
ACCOUNT NO.
LANS-000524-STRM-01
PREV. READ DATE 04/01/11
CURRENT READ DATE 04/30/11
USAGE DAYS 30
LAST PAYMENT DATE 06/20/11
LAST PAYMT. AMOUNT \$0.00
DUE DATE 06/20/11
TOTAL AMOUNT DUE \$431.32
PAY THIS LATE AMT. \$451.86
AFTER 06/20/11
PAY THIS LATE AMT. \$451.86
LATE AMT. \$225.93
SF \$205.39

CUSTOMER NAME & ADDRESS
JACKSON COUNTY BUILDING AUTHORITY
524 LANSING AVE
PROPERTY ADDRESS
524 LANSING AVE
ACCOUNT NO.
LANS-000524-STRM-01
PREV. READ DATE 04/01/11
CURRENT READ DATE 04/30/11
USAGE DAYS 30
LAST PAYMENT DATE 06/20/11
LAST PAYMT. AMOUNT \$0.00

PAYMENT DATE LAST PAYMT. AMOUNT
06/20/11 \$0.00
PAY THIS LATE AMT.
06/20/11 \$451.86

MAIL TO: JACKSON COUNTY BUILDING AUTHORITY
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JACKSON, MI 49201

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PERMIT NO. 418

TEMP RETURN SERVICE REQUESTED

CUSTOMER NAME & ADDRESS
JACKSON COUNTY BUILDING AUTHORITY
524 LANSING AVE
PROPERTY ADDRESS
524 LANSING AVE
ACCOUNT NO.
LANS-000524-STRM-01
PREV. READ DATE 03/01/11
CURRENT READ DATE 03/31/11
USAGE DAYS 31
LAST PAYMENT DATE 05/20/11
LAST PAYMT. AMOUNT \$0.00
DUE DATE 05/20/11
TOTAL AMOUNT DUE \$205.39
PAY THIS LATE AMT. \$225.93
AFTER 05/20/11
PAY THIS LATE AMT. \$225.93
LATE AMT. \$0.00
SF \$205.39

MCF

CUSTOMER NAME & ADDRESS
JACKSON COUNTY BUILDING AUTHORITY
524 LANSING AVE
PROPERTY ADDRESS
524 LANSING AVE
ACCOUNT NO.
LANS-000524-STRM-01
PREV. READ DATE 03/01/11
CURRENT READ DATE 03/31/11
USAGE DAYS 31
LAST PAYMENT DATE 05/20/11
LAST PAYMT. AMOUNT \$0.00

PAYMENT DATE LAST PAYMT. AMOUNT
05/20/11 \$0.00
PAY THIS LATE AMT.
05/20/11 \$225.93

MAIL TO: JACKSON COUNTY BUILDING AUTHORITY
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TEMP RETURN SERVICE REQUESTED

CUSTOMER NAME & ADDRESS
COUNTY OF JACKSON
10848 LANSING AVE
ACCOUNT NO.
LANS-010848-STRM-01
PROPERTY ADDRESS
10848 LANSING AVE
ACCOUNT NO.
LANS-010848-STRM-01

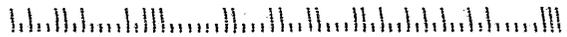
DUE DATE	08/20/11	AMOUNT DUE	\$15.00
AFTER	08/20/11	PAY THIS LATE AMT.	\$15.00
PB			\$11.25
SF			\$3.75

REV. READ DATE	CURRENT READ DATE	USAGE DAYS
06/01/11	06/30/11	30
LAST PAYMENT DATE	LAST PAYMT. AMOUNT	
	\$0.00	

*Health Dept
Lot
1-0848*

PER	PAY THIS LATE AMT.	DUE DATE	08/20/2011	TOTAL AMOUNT DUE	\$15.00
08/20/11	\$15.00				

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TEMP RETURN SERVICE REQUESTED

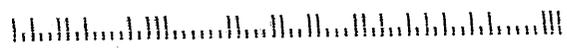
CUSTOMER NAME & ADDRESS
COUNTY OF JACKSON
10848 LANSING AVE
ACCOUNT NO.
LANS-010848-STRM-01
PROPERTY ADDRESS
10848 LANSING AVE
ACCOUNT NO.
LANS-010848-STRM-01

DUE DATE	07/20/11	AMOUNT DUE	\$11.25
AFTER	07/20/11	PAY THIS LATE AMT.	\$11.25
PB			\$7.50
SF			\$3.75

PREV. READ DATE	CURRENT READ DATE	USAGE DAYS
05/01/11	05/31/11	31
LAST PAYMENT DATE	LAST PAYMT. AMOUNT	
	\$0.00	

PER	PAY THIS LATE AMT.	DUE DATE	07/20/2011	TOTAL AMOUNT DUE	\$11.25
07/20/11	\$11.25				

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TEMP RETURN SERVICE REQUESTED

CUSTOMER NAME & ADDRESS
COUNTY OF JACKSON
10848 LANSING AVE
ACCOUNT NO.
LANS-010848-STRM-01
PROPERTY ADDRESS
10848 LANSING AVE
ACCOUNT NO.
LANS-010848-STRM-01

DUE DATE	06/20/11	AMOUNT DUE	\$7.88
AFTER	06/20/11	PAY THIS LATE AMT.	\$8.26
PB			\$4.13
SF			\$3.75

REV. READ DATE	CURRENT READ DATE	USAGE DAYS
04/01/11	04/30/11	30
LAST PAYMENT DATE	LAST PAYMT. AMOUNT	
	\$0.00	

PER	PAY THIS LATE AMT.	DUE DATE	06/20/2011	TOTAL AMOUNT DUE	\$7.88
06/20/11	\$8.26				

MAIL TO: COUNTY OF JACKSON
120 W MICHIGAN AVE
JACKSON, MI 49201



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TEMP RETURN SERVICE REQUESTED

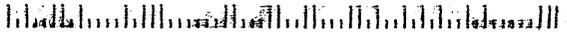
CUSTOMER NAME & ADDRESS
COUNTY OF JACKSON
10848 LANSING AVE
ACCOUNT NO.
LANS-010848-STRM-01
PROPERTY ADDRESS
10848 LANSING AVE
ACCOUNT NO.
LANS-010848-STRM-01

DUE DATE	05/20/11	AMOUNT DUE	\$3.75
AFTER	05/20/11	PAY THIS LATE AMT.	\$4.13
PB			\$0.00
SF			\$3.75

PREV. READ DATE	CURRENT READ DATE	USAGE DAYS
03/01/11	03/31/11	31
LAST PAYMENT DATE	LAST PAYMT. AMOUNT	
	\$0.00	

PER	PAY THIS LATE AMT.	DUE DATE	05/20/2011	TOTAL AMOUNT DUE	\$3.75
05/20/11	\$4.13				

MAIL TO: COUNTY OF JACKSON
120 W MICHIGAN AVE
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TEMP RETURN SERVICE REQUESTED

CUSTOMER NAME & ADDRESS
COUNTY OF JACKSON
10850 LANSING AVE
ACCOUNT NO.
LANS-010850-STRM-01
PROPERTY ADDRESS
10850 LANSING AVE

DUE DATE 08/20/11 AMOUNT DUE \$251.84

AFTER 08/20/11 PAY THIS LATE AMT. \$251.84

CODE CURRENT READ TYPE PREVIOUS READ TYPE USAGE AMOUNT

PB \$188.88
SF \$62.96

ACCOUNT NO.
LANS-010850-STRM-01

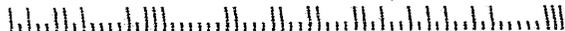
PREV. READ DATE CURRENT READ DATE USAGE DAYS
05/01/11 06/30/11 30

LAST PAYMENT DATE LAST PAYMT. AMOUNT
\$0.00

AFTER PAY THIS LATE AMT.
08/20/11 \$251.84

DUE DATE 08/20/2011 TOTAL AMOUNT DUE \$251.84

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TEMP RETURN SERVICE REQUESTED

CUSTOMER NAME & ADDRESS
COUNTY OF JACKSON
10850 LANSING AVE
ACCOUNT NO.
LANS-010850-STRM-01
PROPERTY ADDRESS
10850 LANSING AVE

DUE DATE 07/20/11 AMOUNT DUE \$188.88

AFTER 07/20/11 PAY THIS LATE AMT. \$188.88

CODE CURRENT READ TYPE PREVIOUS READ TYPE USAGE AMOUNT

PB \$125.92
SF \$62.96

ACCOUNT NO.
LANS-010850-STRM-01

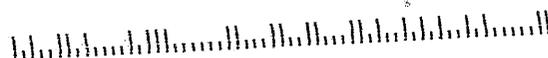
PREV. READ DATE CURRENT READ DATE USAGE DAYS
05/01/11 05/31/11 31

LAST PAYMENT DATE LAST PAYMT. AMOUNT
\$0.00

AFTER PAY THIS LATE AMT.
07/20/11 \$188.88

DUE DATE 07/20/2011 TOTAL AMOUNT DUE \$188.88

MAIL TO: COUNTY OF JACKSON
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TEMP RETURN SERVICE REQUESTED

CUSTOMER NAME & ADDRESS
COUNTY OF JACKSON
10850 LANSING AVE
ACCOUNT NO.
LANS-010850-STRM-01
PROPERTY ADDRESS
10850 LANSING AVE

DUE DATE 06/20/11 AMOUNT DUE \$132.22

AFTER 06/20/11 PAY THIS LATE AMT. \$138.52

CODE CURRENT READ TYPE PREVIOUS READ TYPE USAGE AMOUNT

PB \$69.26
SF \$62.96

ACCOUNT NO.
LANS-010850-STRM-01

PREV. READ DATE CURRENT READ DATE USAGE DAYS
04/01/11 04/30/11 30

LAST PAYMENT DATE LAST PAYMT. AMOUNT
\$0.00

AFTER PAY THIS LATE AMT.
06/20/11 \$138.52

DUE DATE 06/20/2011 TOTAL AMOUNT DUE \$132.22

MAIL TO: COUNTY OF JACKSON
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JACKSON, MI 49201



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TEMP RETURN SERVICE REQUESTED

CUSTOMER NAME & ADDRESS
COUNTY OF JACKSON
10850 LANSING AVE
ACCOUNT NO.
LANS-010850-STRM-01
PROPERTY ADDRESS
10850 LANSING AVE

DUE DATE 05/20/11 AMOUNT DUE \$62.96

AFTER 05/20/11 PAY THIS LATE AMT. \$69.26

CODE CURRENT READ TYPE PREVIOUS READ TYPE USAGE AMOUNT

PB \$0.00
SF \$62.96

ACCOUNT NO.
LANS-010850-STRM-01

PREV. READ DATE CURRENT READ DATE USAGE DAYS
03/01/11 03/31/11 31

LAST PAYMENT DATE LAST PAYMT. AMOUNT
\$0.00

AFTER PAY THIS LATE AMT.
05/20/11 \$69.26

DUE DATE 05/20/2011 TOTAL AMOUNT DUE \$62.96

MAIL TO: COUNTY OF JACKSON
120 W MICHIGAN AVE
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TEMP RETURN SERVICE REQUESTED

CUSTOMER NAME & ADDRESS
COUNTY OF JACKSON
120 W MICHIGAN AVE
ACCOUNT NO.
MICW-000120-STRM-01
PROPERTY ADDRESS
120 W MICHIGAN AVE

DUE DATE 08/20/11 AMOUNT DUE \$130.56

AFTER 08/20/11 PAY THIS LATE AMT. \$130.56

CODE	CURRENT READ	TYPE	PREVIOUS READ	TYPE	USAGE	AMOUNT

PB \$97.92
SF \$32.64

ACCOUNT NO.
MICW-000120-STRM-01

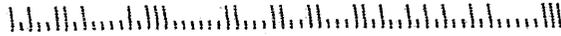
PREV. READ DATE CURRENT READ DATE USAGE DAYS
06/01/11 06/30/11 30

LAST PAYMENT DATE	LAST PAYMT. AMOUNT
	\$0.00

DATE	PAY THIS LATE AMT.
08/20/11	\$130.56

DUE DATE	TOTAL AMOUNT DUE
08/20/2011	\$130.56

MAIL TO: COUNTY OF JACKSON
120 W MICHIGAN AVE
JACKSON, MI 49201



161 W. Michigan Ave.
Jackson, MI 49201
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TEMP RETURN SERVICE REQUESTED

CUSTOMER NAME & ADDRESS
COUNTY OF JACKSON
120 W MICHIGAN AVE
ACCOUNT NO.
MICW-000120-STRM-01
PROPERTY ADDRESS
120 W MICHIGAN AVE

DUE DATE 07/20/11 AMOUNT DUE \$97.92

AFTER 07/20/11 PAY THIS LATE AMT. \$97.92

CODE	CURRENT READ	TYPE	PREVIOUS READ	TYPE	USAGE	AMOUNT

PB \$65.28
SF \$32.64

ACCOUNT NO.
MICW-000120-STRM-01

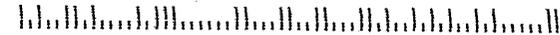
PREV. READ DATE CURRENT READ DATE USAGE DAYS
05/01/11 05/31/11 31

LAST PAYMENT DATE	LAST PAYMT. AMOUNT
	\$0.00

DATE	PAY THIS LATE AMT.
07/20/11	\$97.92

DUE DATE	TOTAL AMOUNT DUE
07/20/2011	\$97.92

MAIL TO: COUNTY OF JACKSON
120 W MICHIGAN AVE
JACKSON, MI 49201



JACKSON WATER COLLECTION
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Jackson, MI 49201
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TEMP RETURN SERVICE REQUESTED

CUSTOMER NAME & ADDRESS
COUNTY OF JACKSON
120 W MICHIGAN AVE
ACCOUNT NO.
MICW-000120-STRM-01
PROPERTY ADDRESS
120 W MICHIGAN AVE

DUE DATE 06/20/11 AMOUNT DUE \$65.28

AFTER 06/20/11 PAY THIS LATE AMT. \$65.28

CODE	CURRENT READ	TYPE	PREVIOUS READ	TYPE	USAGE	AMOUNT

PB \$32.64
SF \$32.64

ACCOUNT NO.
MICW-000120-STRM-01

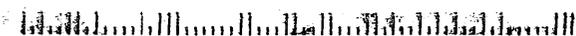
PREV. READ DATE CURRENT READ DATE USAGE DAYS
04/01/11 04/30/11 30

LAST PAYMENT DATE	LAST PAYMT. AMOUNT
	\$0.00

DATE	PAY THIS LATE AMT.
6/20/11	\$65.28

DUE DATE	TOTAL AMOUNT DUE
06/20/2011	\$65.28

MAIL TO: COUNTY OF JACKSON
120 W MICHIGAN AVE
JACKSON, MI 49201



Tower

JACKSON WATER COLLECTION
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TEMP RETURN SERVICE REQUEST

CUSTOMER NAME & ADDRESS
COUNTY OF JACKSON
120 W MICHIGAN AVE
ACCOUNT NO.
MICW-000120-STRM-01
PROPERTY ADDRESS
120 W MICHIGAN AVE

DUE DATE 05/20/11 AMOUNT DUE \$32.6

AFTER 05/20/11 PAY THIS LATE AMT. \$32.6

CODE	CURRENT READ	TYPE	PREVIOUS READ	TYPE	USAGE	AMOUNT

PB \$0.0
SF \$32.6

ACCOUNT NO.
MICW-000120-STRM-01

PREV. READ DATE CURRENT READ DATE USAGE DAYS
03/01/11 03/31/11 31

LAST PAYMENT DATE	LAST PAYMT. AMOUNT
	\$0.00

DATE	PAY THIS LATE AMT.
05/20/11	\$32.64

DUE DATE	TOTAL AMOUNT DUE
05/20/2011	\$32.6

MAIL TO: COUNTY OF JACKSON
120 W MICHIGAN AVE
JACKSON, MI 49201



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PERMIT NO. 418

TEMP RETURN SERVICE REQUESTED

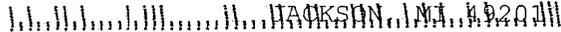
CUSTOMER NAME & ADDRESS
COUNTY OF JACKSON
921 MYRTLE ST
ACCOUNT NO.
MYRT-000921-STRM-01
PROPERTY ADDRESS
921 MYRTLE ST
ACCOUNT NO.
MYRT-000921-STRM-01

DUE DATE	08/20/11	AMOUNT DUE	\$23.44
AFTER	08/20/11	PAY THIS LATE AMT.	\$23.44
PB			\$17.58
SF			\$5.86

PREV. READ DATE	CURRENT READ DATE	USAGE DAYS
05/01/11	06/30/11	30
LAST PAYMENT DATE	LAST PAYMT. AMOUNT	
	\$0.00	
PAY THIS LATE AMT.		
08/20/11	\$23.44	

DUE DATE	08/20/2011	TOTAL AMOUNT DUE	\$23.44
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MAIL TO: COUNTY OF JACKSON
C/O: ATTN: KAREN COFFMAN
120 W MICHIGAN AVE



1-0557 North Parking

JACKSON WATER COLLECTION
161 W. Michigan Ave.
Jackson, MI 49201
517-788-4082

RETURN THIS PORTION WITH PAYMENT



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FIRST CLASS MAIL
U.S. POSTAGE PAID
JACKSON, MI 49201
PERMIT NO. 418

TEMP RETURN SERVICE REQUESTED

CUSTOMER NAME & ADDRESS
COUNTY OF JACKSON
921 MYRTLE ST
ACCOUNT NO.
MYRT-000921-STRM-01
PROPERTY ADDRESS
921 MYRTLE ST
ACCOUNT NO.
MYRT-000921-STRM-01

DUE DATE	06/20/11	AMOUNT DUE	\$12.31
AFTER	06/20/11	PAY THIS LATE AMT.	\$12.90
PB			\$6.45
SF			\$5.86

PREV. READ DATE	CURRENT READ DATE	USAGE DAYS
04/01/11	04/30/11	30
LAST PAYMENT DATE	LAST PAYMT. AMOUNT	
	\$0.00	
PAY THIS LATE AMT.		
06/20/11	\$12.90	

DUE DATE	06/20/2011	TOTAL AMOUNT DUE	\$12.31
----------	------------	------------------	---------

MAIL TO: COUNTY OF JACKSON
C/O: ATTN: KAREN COFFMAN
120 W MICHIGAN AVE
JACKSON, MI 49201



JACKSON WATER COLLECTION
161 W. Michigan Ave.
Jackson, MI 49201
517-788-4082



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PERMIT NO. 418

TEMP RETURN SERVICE REQUESTED

CUSTOMER NAME & ADDRESS
COUNTY OF JACKSON
921 MYRTLE ST
ACCOUNT NO.
MYRT-000921-STRM-01
PROPERTY ADDRESS
921 MYRTLE ST
ACCOUNT NO.
MYRT-000921-STRM-01
PREV. READ DATE
05/01/11
CURRENT READ DATE
05/31/11
USAGE DAYS
31

DUE DATE	07/20/11	AMOUNT DUE	\$17.58
AFTER	07/20/11	PAY THIS LATE AMT.	\$17.58
PB			\$11.72
SF			\$5.86

LAST PAYMENT DATE	LAST PAYMT. AMOUNT
	\$0.00
PAY THIS LATE AMT.	
07/20/11	\$17.58

DUE DATE	07/20/2011	TOTAL AMOUNT DUE	\$17.58
----------	------------	------------------	---------

MAIL TO: COUNTY OF JACKSON
C/O: ATTN: KAREN COFFMAN
120 W MICHIGAN AVE
JACKSON, MI 49201

1-0557 N. Fair Parking

JACKSON WATER COLLECTION
161 W. Michigan Ave.
Jackson, MI 49201
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PERMIT NO. 418

TEMP RETURN SERVICE REQUESTED

CUSTOMER NAME & ADDRESS
COUNTY OF JACKSON
921 MYRTLE ST
ACCOUNT NO.
MYRT-000921-STRM-01
PROPERTY ADDRESS
921 MYRTLE ST
ACCOUNT NO.
MYRT-000921-STRM-01
PREV. READ DATE
03/01/11
CURRENT READ DATE
03/31/11
USAGE DAYS
31

DUE DATE	05/20/11	AMOUNT DUE	\$5.86
AFTER	05/20/11	PAY THIS LATE AMT.	\$6.45
PB			\$0.00
SF			\$5.86

LAST PAYMENT DATE	LAST PAYMT. AMOUNT
	\$0.00
PAY THIS LATE AMT.	
05/20/11	\$6.45

DUE DATE	05/20/2011	TOTAL AMOUNT DUE	\$5.86
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MAIL TO: COUNTY OF JACKSON
C/O: ATTN: ~~KAREN COFFMAN~~
120 W MICHIGAN AVE
JACKSON, MI 49201

Fair



JACKSON WATER COLLECTION
161 W. Michigan Ave.
Jackson, MI 49201
517-788-4082



FIRST CLASS MAIL
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JACKSON, MI 49201
PERMIT NO. 418

TEMP RETURN SERVICE REQUESTED

CUSTOMER NAME & ADDRESS
COUNTY OF JACKSON
10555 W NORTH ST
COUNT NO.
NORW-010555-STRM-01
PROPERTY ADDRESS
10555 W NORTH ST
COUNT NO.
NORW-010555-STRM-01
REV. READ DATE CURRENT READ DATE USAGE
DAYS
06/01/11 06/30/11 30
LAST PAYMENT DATE LAST PAYMT. AMOUNT
\$0.00

DUE DATE	08/20/11	AMOUNT DUE	\$108.32
AFTER	08/20/11	PAY THIS LATE AMT.	\$108.32
PB			\$81.24
SF			\$27.08

*Fair N. Parking
1-0555*

PREV.	PAY THIS LATE AMT.
08/20/11	\$108.32

DUE DATE	08/20/2011	TOTAL AMOUNT DUE	\$108.32
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MAIL TO: COUNTY OF JACKSON
C/O: ATTN: KAREN COFFMAN
120 W MICHIGAN AVE
JACKSON, MI 49201



JACKSON WATER COLLECTION
161 W. Michigan Ave.
Jackson, MI 49201
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JACKSON, MI 49201
PERMIT NO. 418

TEMP RETURN SERVICE REQUESTED

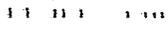
CUSTOMER NAME & ADDRESS
COUNTY OF JACKSON
10555 W NORTH ST
COUNT NO.
NORW-010555-STRM-01
PROPERTY ADDRESS
10555 W NORTH ST
COUNT NO.
NORW-010555-STRM-01
REV. READ DATE CURRENT READ DATE USAGE
DAYS
04/01/11 04/30/11 30
LAST PAYMENT DATE LAST PAYMT. AMOUNT
\$0.00

DUE DATE	06/20/11	AMOUNT DUE	\$56.87
AFTER	06/20/11	PAY THIS LATE AMT.	\$59.58
PB			\$29.79
SF			\$27.08

PREV.	PAY THIS LATE AMT.
06/20/11	\$59.58

DUE DATE	06/20/2011	TOTAL AMOUNT DUE	\$56.87
----------	------------	------------------	---------

MAIL TO: COUNTY OF JACKSON
C/O: ATTN: KAREN COFFMAN
120 W MICHIGAN AVE
JACKSON, MI 49201



161 W. Michigan Ave.
Jackson, MI 49201
517-788-4082



FIRST CLASS MAIL
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JACKSON, MI 49201
PERMIT NO. 418

TEMP RETURN SERVICE REQUESTED

CUSTOMER NAME & ADDRESS
COUNTY OF JACKSON
10555 W NORTH ST
ACCOUNT NO.
NORW-010555-STRM-01
PROPERTY ADDRESS
10555 W NORTH ST
ACCOUNT NO.
NORW-010555-STRM-01
PREV. READ DATE CURRENT READ DATE USAGE
DAYS
05/01/11 05/31/11 31
LAST PAYMENT DATE LAST PAYMT. AMOUNT
\$0.00

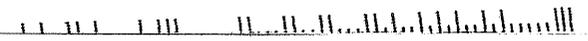
DUE DATE	07/20/11	AMOUNT DUE	\$81.24
AFTER	07/20/11	PAY THIS LATE AMT.	\$81.24
PB			\$54.16
SF			\$27.08

*1-0555
Fair Parking*

PREV.	PAY THIS LATE AMT.
07/20/11	\$81.24

DUE DATE	07/20/2011	TOTAL AMOUNT DUE	\$81.24
----------	------------	------------------	---------

MAIL TO: COUNTY OF JACKSON
C/O: ATTN: KAREN COFFMAN
120 W MICHIGAN AVE
JACKSON, MI 49201



JACKSON WATER COLLECTION
161 W. Michigan Ave.
Jackson, MI 49201
517-788-4082

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JACKSON, MI 49201
PERMIT NO. 418

TEMP RETURN SERVICE REQUESTED

CUSTOMER NAME & ADDRESS
COUNTY OF JACKSON
10555 W NORTH ST
ACCOUNT NO.
NORW-010555-STRM-01
PROPERTY ADDRESS
10555 W NORTH ST
ACCOUNT NO.
NORW-010555-STRM-01
PREV. READ DATE CURRENT READ DATE USAGE
DAYS
03/01/11 03/31/11 31
LAST PAYMENT DATE LAST PAYMT. AMOUNT
\$0.00

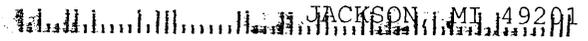
DUE DATE	05/20/11	AMOUNT DUE	\$27.08
AFTER	05/20/11	PAY THIS LATE AMT.	\$79
PB			\$0.00
SF			\$27.08

Fair?

PREV.	PAY THIS LATE AMT.
05/20/11	\$29.79

DUE DATE	05/20/2011	TOTAL AMOUNT DUE	\$27.08
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MAIL TO: COUNTY OF JACKSON
C/O: ATTN: KAREN COFFMAN
120 W MICHIGAN AVE
JACKSON, MI 49201



161 W. Michigan Ave.
Jackson, MI 49201
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JACKSON, MI 49201
PERMIT NO. 418

TEMP RETURN SERVICE REQUESTED

CUSTOMER NAME & ADDRESS

COUNTY OF JACKSON
10556 W NORTH ST
COUNT NO.
NORW-010556-STRM-01
PROPERTY ADDRESS

DUE DATE 08/20/11 AMOUNT DUE \$273.88

AFTER 08/20/11 PAY THIS LATE AMT. \$273.88

PROPERTY ADDRESS

10556 W NORTH ST
PB \$205.41
SF \$68.47

ACCOUNT NO.

NORW-010556-STRM-01

PREV. READ DATE CURRENT READ DATE USAGE DAYS

06/01/11 06/30/11 30

LAST PAYMENT DATE LAST PAYMT. AMOUNT

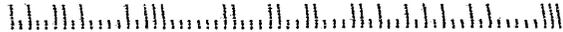
\$0.00

AFTER PAY THIS LATE AMT.

08/20/11 \$273.88

DUE DATE 08/20/2011 TOTAL AMOUNT DUE \$273.88

MAIL TO: COUNTY OF JACKSON
120 W MICHIGAN AVE
JACKSON, MI 49201



*Fair Parking
& Shop
10556*

JACKSON WATER COLLECTION
161 W. Michigan Ave.
Jackson, MI 49201
517-788-4082

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U.S. POSTAGE PAID
JACKSON, MI 49201
PERMIT NO. 418

TEMP RETURN SERVICE REQUESTED

CUSTOMER NAME & ADDRESS

COUNTY OF JACKSON
10556 W NORTH ST
COUNT NO.
NORW-010556-STRM-01
PROPERTY ADDRESS

DUE DATE 06/20/11 AMOUNT DUE \$143.79

AFTER 06/20/11 PAY THIS LATE AMT. \$150.64

PROPERTY ADDRESS

10556 W NORTH ST
PB \$75.32
SF \$68.47

ACCOUNT NO.

NORW-010556-STRM-01

PREV. READ DATE CURRENT READ DATE USAGE DAYS

01/11 04/30/11 30

LAST PAYMENT DATE LAST PAYMT. AMOUNT

\$0.00

AFTER PAY THIS LATE AMT.

06/20/11 \$150.64

DUE DATE 06/20/2011 TOTAL AMOUNT DUE \$143.79

MAIL TO: COUNTY OF JACKSON
120 W MICHIGAN AVE
JACKSON, MI 49201



161 W. Michigan Ave.
Jackson, MI 49201
517-788-4082



FIRST CLASS MAIL
U.S. POSTAGE PAID
JACKSON, MI 49201
PERMIT NO. 418

TEMP RETURN SERVICE REQUESTED

CUSTOMER NAME & ADDRESS

COUNTY OF JACKSON
10556 W NORTH ST
ACCOUNT NO.
NORW-010556-STRM-01
PROPERTY ADDRESS

DUE DATE 07/20/11 AMOUNT DUE \$205.41

AFTER 07/20/11 PAY THIS LATE AMT. \$205.41

PROPERTY ADDRESS

10556 W NORTH ST
PB \$136.94
SF \$68.47

ACCOUNT NO.

NORW-010556-STRM-01

PREV. READ DATE CURRENT READ DATE USAGE DAYS

05/01/11 05/31/11 31

LAST PAYMENT DATE LAST PAYMT. AMOUNT

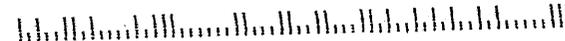
\$0.00

AFTER PAY THIS LATE AMT.

07/20/11 \$205.41

DUE DATE 07/20/2011 TOTAL AMOUNT DUE \$205.41

MAIL TO: COUNTY OF JACKSON
120 W MICHIGAN AVE
JACKSON, MI 49201



JACKSON WATER COLLECTION
161 W. Michigan Ave.
Jackson, MI 49201
517-788-4082

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U.S. POSTAGE PAID
JACKSON, MI 49201
PERMIT NO. 418

TEMP RETURN SERVICE REQUESTED

CUSTOMER NAME & ADDRESS

COUNTY OF JACKSON
10556 W NORTH ST
ACCOUNT NO.
NORW-010556-STRM-01
PROPERTY ADDRESS

DUE DATE 05/20/11 AMOUNT DUE \$68.47

AFTER 05/20/11 PAY THIS LATE AMT. \$75.32

PROPERTY ADDRESS

10556 W NORTH ST
PB \$0.00
SF \$68.47

ACCOUNT NO.

NORW-010556-STRM-01

PREV. READ DATE CURRENT READ DATE USAGE DAYS

03/01/11 03/31/11 31

LAST PAYMENT DATE LAST PAYMT. AMOUNT

\$0.00

AFTER PAY THIS LATE AMT.

05/20/11 \$75.32

DUE DATE 05/20/2011 TOTAL AMOUNT DUE \$68.47

MAIL TO: COUNTY OF JACKSON
120 W MICHIGAN AVE
JACKSON, MI 49201



Fair

JACKSON WATER COLLECTION
161 W. Michigan Ave.
Jackson, MI 49201
517-788-4082



FIRST CLASS MAIL
U.S. POSTAGE PAID
JACKSON, MI 49201
PERMIT NO. 418

TEMP RETURN SERVICE REQUESTED

CUSTOMER NAME & ADDRESS
COUNTY OF JACKSON
824681 W NORTH ST
ACCOUNT NO.
NORW-824681-STRM-01
PROPERTY ADDRESS
824681 W NORTH ST

DUE DATE	08/20/11	AMOUNT DUE	\$95.16														
AFTER	08/20/11	PAY THIS LATE AMT.	\$95.16														
<table border="1"> <thead> <tr> <th>CODE</th> <th>CURRENT READ</th> <th>TYPE</th> <th>PREVIOUS READ</th> <th>TYPE</th> <th>USAGE</th> <th>AMOUNT</th> </tr> </thead> <tbody> <tr> <td></td> <td></td> <td></td> <td></td> <td></td> <td></td> <td></td> </tr> </tbody> </table>				CODE	CURRENT READ	TYPE	PREVIOUS READ	TYPE	USAGE	AMOUNT							
CODE	CURRENT READ	TYPE	PREVIOUS READ	TYPE	USAGE	AMOUNT											
PB			\$71.37														
SF			\$23.79														

PREV. READ DATE	CURRENT READ DATE	USAGE DAYS
05/01/11	06/30/11	30
PAYMENT DATE LAST PAYMT. AMOUNT		
		\$0.00
AFTER PAY THIS LATE AMT.		
08/20/11		\$95.16

Fair grounds
8-24-8.1

DUE DATE	08/20/2011	TOTAL AMOUNT DUE	\$95.16
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MAIL TO: COUNTY OF JACKSON
ATTN: SALLY GRIFFIS
120 W MICHIGAN AVE
JACKSON, MI 49201



161 W. Michigan Ave.
Jackson, MI 49201
517-788-4082



FIRST CLASS MAIL
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JACKSON, MI 49201
PERMIT NO. 418

TEMP RETURN SERVICE REQUESTED

CUSTOMER NAME & ADDRESS
COUNTY OF JACKSON
824681 W NORTH ST
ACCOUNT NO.
NORW-824681-STRM-01
PROPERTY ADDRESS
824681 W NORTH ST

DUE DATE	07/20/11	AMOUNT DUE	\$71.37														
AFTER	07/20/11	PAY THIS LATE AMT.	\$71.37														
<table border="1"> <thead> <tr> <th>CODE</th> <th>CURRENT READ</th> <th>TYPE</th> <th>PREVIOUS READ</th> <th>TYPE</th> <th>USAGE</th> <th>AMOUNT</th> </tr> </thead> <tbody> <tr> <td></td> <td></td> <td></td> <td></td> <td></td> <td></td> <td></td> </tr> </tbody> </table>				CODE	CURRENT READ	TYPE	PREVIOUS READ	TYPE	USAGE	AMOUNT							
CODE	CURRENT READ	TYPE	PREVIOUS READ	TYPE	USAGE	AMOUNT											
PB			\$47.58														
SF			\$23.79														

PREV. READ DATE	CURRENT READ DATE	USAGE DAYS
05/01/11	05/31/11	31
LAST PAYMENT DATE LAST PAYMT. AMOUNT		
		\$0.00
AFTER PAY THIS LATE AMT.		
07/20/11		\$71.37

DUE DATE	07/20/2011	TOTAL AMOUNT DUE	\$71.37
----------	------------	------------------	---------

MAIL TO: COUNTY OF JACKSON
ATTN: SALLY GRIFFIS
120 W MICHIGAN AVE
JACKSON, MI 49201



JACKSON WATER COLLECTION
161 W. Michigan Ave.
Jackson, MI 49201
517-788-4082

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PERMIT NO. 418

TEMP RETURN SERVICE REQUESTED

CUSTOMER NAME & ADDRESS
COUNTY OF JACKSON
824681 W NORTH ST
ACCOUNT NO.
NORW-824681-STRM-01
PROPERTY ADDRESS
824681 W NORTH ST

DUE DATE	05/20/11	AMOUNT DUE	\$23.79														
AFTER	05/20/11	PAY THIS LATE AMT.	\$26.17														
<table border="1"> <thead> <tr> <th>CODE</th> <th>CURRENT READ</th> <th>TYPE</th> <th>PREVIOUS READ</th> <th>TYPE</th> <th>USAGE</th> <th>AMOUNT</th> </tr> </thead> <tbody> <tr> <td></td> <td></td> <td></td> <td></td> <td></td> <td></td> <td></td> </tr> </tbody> </table>				CODE	CURRENT READ	TYPE	PREVIOUS READ	TYPE	USAGE	AMOUNT							
CODE	CURRENT READ	TYPE	PREVIOUS READ	TYPE	USAGE	AMOUNT											
PB			\$0.00														
SF			\$23.79														

PREV. READ DATE	CURRENT READ DATE	USAGE DAYS
03/01/11	03/31/11	31
LAST PAYMENT DATE LAST PAYMT. AMOUNT		
		\$0.00
AFTER PAY THIS LATE AMT.		
05/20/11		\$26.17

Farm

DUE DATE	05/20/2011	TOTAL AMOUNT DUE	\$23.79
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MAIL TO: COUNTY OF JACKSON
ATTN: SALLY GRIFFIS
120 W MICHIGAN AVE
JACKSON, MI 49201



161 W. Michigan Ave.
Jackson, MI 49201
517-788-4082



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JACKSON, MI 49201
PERMIT NO. 418

TEMP RETURN SERVICE REQUESTED

CUSTOMER NAME & ADDRESS

COUNTY OF JACKSON
10852 ST CLAIR AVE
ACCOUNT NO.
ST C-010852-STRM-01
PROPERTY ADDRESS
10852 ST CLAIR AVE

DUE DATE 08/20/11 AMOUNT DUE \$25.80

AFTER 08/20/11 PAY THIS LATE AMT. \$25.80

CODE CURRENT READ TYPE PREVIOUS READ TYPE USAGE AMOUNT

PB \$19.35
SF \$6.45

ACCOUNT NO.

ST C-010852-STRM-01

PREV. READ DATE CURRENT READ DATE USAGE DAYS
06/01/11 06/30/11 30

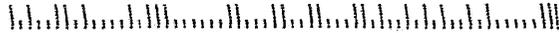
LAST PAYMENT DATE LAST PAYMT. AMOUNT

\$0.00

AFTER 08/20/11 PAY THIS LATE AMT. \$25.80

DUE DATE 08/20/2011 TOTAL AMOUNT DUE \$25.80

MAIL TO: COUNTY OF JACKSON
120 W MICHIGAN AVE
JACKSON, MI 49201



JACKSON WATER COLLECTION
161 W. Michigan Ave.
Jackson, MI 49201
517-788-4082

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JACKSON, MI 49201
PERMIT NO. 418

TEMP RETURN SERVICE REQUESTED

CUSTOMER NAME & ADDRESS

COUNTY OF JACKSON
10852 ST CLAIR AVE
ACCOUNT NO.
ST C-010852-STRM-01
PROPERTY ADDRESS
10852 ST CLAIR AVE

DUE DATE 06/20/11 AMOUNT DUE \$13.55

AFTER 06/20/11 PAY THIS LATE AMT. \$14.20

CODE CURRENT READ TYPE PREVIOUS READ TYPE USAGE AMOUNT

PB \$7.10
SF \$6.45

ACCOUNT NO.

ST C-010852-STRM-01

PREV. READ DATE CURRENT READ DATE USAGE DAYS
04/01/11 04/30/11 30

LAST PAYMENT DATE LAST PAYMT. AMOUNT

\$0.00

AFTER 06/20/11 PAY THIS LATE AMT. \$14.20

DUE DATE 06/20/2011 TOTAL AMOUNT DUE \$13.55

MAIL TO: COUNTY OF JACKSON
120 W MICHIGAN AVE
JACKSON, MI 49201



JACKSON WATER COLLECTION
161 W. Michigan Ave.
Jackson, MI 49201
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TEMP RETURN SERVICE REQUESTED

CUSTOMER NAME & ADDRESS

COUNTY OF JACKSON
10852 ST CLAIR AVE
ACCOUNT NO.
ST C-010852-STRM-01
PROPERTY ADDRESS
10852 ST CLAIR AVE

DUE DATE 07/20/11 AMOUNT DUE \$19.35

AFTER 07/20/11 PAY THIS LATE AMT. \$19.35

CODE CURRENT READ TYPE PREVIOUS READ TYPE USAGE AMOUNT

PB \$12.90
SF \$6.45

ACCOUNT NO.

ST C-010852-STRM-01

PREV. READ DATE CURRENT READ DATE USAGE DAYS
05/01/11 05/31/11 31

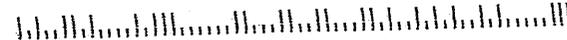
LAST PAYMENT DATE LAST PAYMT. AMOUNT

\$0.00

AFTER 07/20/11 PAY THIS LATE AMT. \$19.35

DUE DATE 07/20/2011 TOTAL AMOUNT DUE \$19.35

MAIL TO: COUNTY OF JACKSON
120 W MICHIGAN AVE
JACKSON, MI 49201



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TEMP RETURN SERVICE REQUESTED

CUSTOMER NAME & ADDRESS

COUNTY OF JACKSON
10852 ST CLAIR AVE
ACCOUNT NO.
ST C-010852-STRM-01
PROPERTY ADDRESS
10852 ST CLAIR AVE

DUE DATE 05/20/11 AMOUNT DUE \$6.45

AFTER 05/20/11 PAY THIS LATE AMT. 10

CODE CURRENT READ TYPE PREVIOUS READ TYPE USAGE AMOUNT

PB \$0.00
SF \$6.45

ACCOUNT NO.

ST C-010852-STRM-01

PREV. READ DATE CURRENT READ DATE USAGE DAYS
03/01/11 03/31/11 31

LAST PAYMENT DATE LAST PAYMT. AMOUNT

\$0.00

AFTER 05/20/11 PAY THIS LATE AMT. \$7.10

DUE DATE 05/20/2011 TOTAL AMOUNT DUE \$6.45

MAIL TO: COUNTY OF JACKSON
120 W MICHIGAN AVE
JACKSON, MI 49201



Northlawn

JACKSON WATER COLLECTION
161 W. Michigan Ave.
Jackson, MI 49201
517-788-4082



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PERMIT NO. 418

161 W. Michigan Ave.
Jackson, MI 49201
517-788-4082



FIRST CLASS MAIL
U.S. POSTAGE PAID
JACKSON, MI 49201
PERMIT NO. 418

TEMP RETURN SERVICE REQUESTED

CUSTOMER NAME & ADDRESS
COUNTY OF JACKSON
10853 ST CLAIR AVE
ACCOUNT NO.
ST C-010853-STRM-01
PROPERTY ADDRESS
10853 ST CLAIR AVE
ACCOUNT NO.
ST C-010853-STRM-01
PREV. READ DATE CURRENT READ DATE USAGE DAYS
06/01/11 06/30/11 30
LAST PAYMENT DATE LAST PAYMT. AMOUNT
\$0.00

DUE DATE	08/20/11	AMOUNT DUE	\$111.12
AFTER	08/20/11	PAY THIS LATE AMT.	\$111.12
CODE	CURRENT READ	TYPE	PREVIOUS READ
		TYPE	USAGE
			AMOUNT
	PB		\$83.34
	SF		\$27.78

DUE DATE	08/20/2011	TOTAL AMOUNT DUE	\$111.12
AFTER	08/20/11	PAY THIS LATE AMT.	\$111.12

MAIL TO: COUNTY OF JACKSON
C/O KAREN COFFMAN
120 W MICHIGAN AVE
JACKSON, MI 49201

1-0853
MCF Parking

TEMP RETURN SERVICE REQUESTED

CUSTOMER NAME & ADDRESS
COUNTY OF JACKSON
10853 ST CLAIR AVE
ACCOUNT NO.
ST C-010853-STRM-01
PROPERTY ADDRESS
10853 ST CLAIR AVE
ACCOUNT NO.
ST C-010853-STRM-01
PREV. READ DATE CURRENT READ DATE USAGE DAYS
05/01/11 05/31/11 31
LAST PAYMENT DATE LAST PAYMT. AMOUNT
\$0.00

DUE DATE	07/20/11	AMOUNT DUE	\$83.34
AFTER	07/20/11	PAY THIS LATE AMT.	\$83.34
CODE	CURRENT READ	TYPE	PREVIOUS READ
		TYPE	USAGE
			AMOUNT
	PB		\$55.56
	SF		\$27.78

DUE DATE	07/20/2011	TOTAL AMOUNT DUE	\$83.34
AFTER	07/20/11	PAY THIS LATE AMT.	\$83.34

MAIL TO: COUNTY OF JACKSON
C/O KAREN COFFMAN
120 W MICHIGAN AVE
JACKSON, MI 49201

1-0853
MCF Parking/Lot

JACKSON WATER COLLECTION
161 W. Michigan Ave.
Jackson, MI 49201
517-788-4082

RETURN THIS PORTION WITH PAYMENT



PRESORTED
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U.S. POSTAGE PAID
JACKSON, MI 49201
PERMIT NO. 418

JACKSON WATER COLLECTION
161 W. Michigan Ave.
Jackson, MI 49201
517-788-4082

RETURN THIS PORTION WITH PAYMENT



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FIRST CLASS MAIL
U.S. POSTAGE PAID
JACKSON, MI 49201
PERMIT NO. 418

TEMP RETURN SERVICE REQUESTED

CUSTOMER NAME & ADDRESS
COUNTY OF JACKSON
10853 ST CLAIR AVE
ACCOUNT NO.
ST C-010853-STRM-01
PROPERTY ADDRESS
10853 ST CLAIR AVE
ACCOUNT NO.
ST C-010853-STRM-01
PREV. READ DATE CURRENT READ DATE USAGE DAYS
/01/11 04/30/11 30
LAST PAYMENT DATE LAST PAYMT. AMOUNT
\$0.00

DUE DATE	06/20/11	AMOUNT DUE	\$58.34
AFTER	06/20/11	PAY THIS LATE AMT.	\$61.12
CODE	CURRENT READ	TYPE	PREVIOUS READ
		TYPE	USAGE
			AMOUNT
	PB		\$30.56
	SF		\$27.78

DUE DATE	06/20/2011	TOTAL AMOUNT DUE	\$58.34
AFTER	6/20/11	PAY THIS LATE AMT.	\$61.12

MAIL TO: COUNTY OF JACKSON
C/O KAREN COFFMAN
120 W MICHIGAN AVE
JACKSON, MI 49201

TEMP RETURN SERVICE REQUESTED

CUSTOMER NAME & ADDRESS
COUNTY OF JACKSON
10853 ST CLAIR AVE
ACCOUNT NO.
ST C-010853-STRM-01
PROPERTY ADDRESS
10853 ST CLAIR AVE
ACCOUNT NO.
ST C-010853-STRM-01
PREV. READ DATE CURRENT READ DATE USAGE DAYS
03/01/11 03/31/11 31
LAST PAYMENT DATE LAST PAYMT. AMOUNT
\$0.00

DUE DATE	05/20/11	AMOUNT DUE	\$27.78
AFTER	05/20/11	PAY THIS LATE AMT.	\$30.56
CODE	CURRENT READ	TYPE	PREVIOUS READ
		TYPE	USAGE
			AMOUNT
	PB		\$0.00
	SF		\$27.78

DUE DATE	05/20/2011	TOTAL AMOUNT DUE	\$27.78
AFTER	05/20/11	PAY THIS LATE AMT.	\$30.56

MAIL TO: COUNTY OF JACKSON
C/O KAREN COFFMAN
120 W MICHIGAN AVE
JACKSON, MI 49201

Northland Complex

161 W. Michigan Ave.
Jackson, MI 49201
517-788-4082



FIRST CLASS MAIL
U.S. POSTAGE PAID
JACKSON, MI 49201
PERMIT NO. 418

TEMP RETURN SERVICE REQUESTED

CUSTOMER NAME & ADDRESS

COUNTY OF JACKSON
213 W WASHINGTON AVE
ACCOUNT NO.
WASW-000213-STRM-01
PROPERTY ADDRESS

DUE DATE 08/20/11 AMOUNT DUE \$49.80

AFTER 08/20/11 PAY THIS LATE AMT. \$49.80

TABLE with columns: CODE, CURRENT READ, TYPE, PREVIOUS READ, TYPE, USAGE, AMOUNT

PB \$37.35
SF \$12.45

ACCOUNT NO.

WASW-000213-STRM-01

PREV. READ DATE CURRENT READ DATE USAGE DAYS

06/01/11 06/30/11 30

LAST PAYMENT DATE LAST PAYMT. AMOUNT

\$0.00

AFTER PAY THIS LATE AMT. DUE DATE 08/20/2011 TOTAL AMOUNT DUE \$49.80

MAIL TO: COUNTY OF JACKSON
C/O: KAREN COFFMAN
120 W MICHIGAN AVE
JACKSON, MI 49201

4-019 Sheriff Parking

161 W. Michigan Ave.
Jackson, MI 49201
517-788-4082



FIRST CLASS MAIL
U.S. POSTAGE PAID
JACKSON, MI 49201
PERMIT NO. 418

TEMP RETURN SERVICE REQUESTED

CUSTOMER NAME & ADDRESS

COUNTY OF JACKSON
213 W WASHINGTON AVE
ACCOUNT NO.
WASW-000213-STRM-01
PROPERTY ADDRESS

DUE DATE 07/20/11 AMOUNT DUE \$37.35

AFTER 07/20/11 PAY THIS LATE AMT. \$37.35

TABLE with columns: CODE, CURRENT READ, TYPE, PREVIOUS READ, TYPE, USAGE, AMOUNT

PB \$24.90
SF \$12.45

ACCOUNT NO.

WASW-000213-STRM-01

PREV. READ DATE CURRENT READ DATE USAGE DAYS

05/01/11 05/31/11 31

LAST PAYMENT DATE LAST PAYMT. AMOUNT

\$0.00

AFTER PAY THIS LATE AMT. DUE DATE 07/20/2011 TOTAL AMOUNT DUE \$37.35

MAIL TO: COUNTY OF JACKSON
C/O: KAREN COFFMAN
120 W MICHIGAN AVE
JACKSON, MI 49201

4-019 Sheriff Dept Parking

JACKSON WATER COLLECTION
161 W. Michigan Ave.
Jackson, MI 49201
517-788-4082

RETURN THIS PORTION WITH PAYMENT



PRESORTED
FIRST CLASS MAIL
U.S. POSTAGE PAID
JACKSON, MI 49201
PERMIT NO. 418

TEMP RETURN SERVICE REQUESTED

CUSTOMER NAME & ADDRESS

COUNTY OF JACKSON
213 W WASHINGTON AVE
ACCOUNT NO.
WASW-000213-STRM-01
PROPERTY ADDRESS

DUE DATE 06/20/11 AMOUNT DUE \$26.15

AFTER 06/20/11 PAY THIS LATE AMT. \$27.40

TABLE with columns: CODE, CURRENT READ, TYPE, PREVIOUS READ, TYPE, USAGE, AMOUNT

PB \$13.70
SF \$12.45

ACCOUNT NO.

WASW-000213-STRM-01

PREV. READ DATE CURRENT READ DATE USAGE DAYS

04/01/11 04/30/11 30

LAST PAYMENT DATE LAST PAYMT. AMOUNT

\$0.00

AFTER PAY THIS LATE AMT. DUE DATE 06/20/2011 TOTAL AMOUNT DUE \$26.15

MAIL TO: COUNTY OF JACKSON
C/O: KAREN COFFMAN
120 W MICHIGAN AVE
JACKSON, MI 49201

CH North Lot?

JACKSON WATER COLLECTION
161 W. Michigan Ave.
Jackson, MI 49201
517-788-4082

RETURN THIS PORTION WITH PAYMENT



PRESORTED
FIRST CLASS MAIL
U.S. POSTAGE PAID
JACKSON, MI 49201
PERMIT NO. 418

TEMP RETURN SERVICE REQUESTED

CUSTOMER NAME & ADDRESS

COUNTY OF JACKSON
213 W WASHINGTON AVE
ACCOUNT NO.
WASW-000213-STRM-01
PROPERTY ADDRESS

DUE DATE 05/20/11 AMOUNT DUE \$12.45

AFTER 05/20/11 PAY THIS LATE AMT. \$ 70

TABLE with columns: CODE, CURRENT READ, TYPE, PREVIOUS READ, TYPE, USAGE, AMOUNT

PB \$0.00
SF \$12.45

ACCOUNT NO.

WASW-000213-STRM-01

PREV. READ DATE CURRENT READ DATE USAGE DAYS

03/01/11 03/31/11 31

LAST PAYMENT DATE LAST PAYMT. AMOUNT

\$0.00

AFTER PAY THIS LATE AMT. DUE DATE 05/20/2011 TOTAL AMOUNT DUE \$12.45

MAIL TO: COUNTY OF JACKSON
C/O: KAREN COFFMAN
120 W MICHIGAN AVE
JACKSON, MI 49201

550 back lot

161 W. Michigan Ave.
Jackson, MI 49201
517-788-4082



FIRST CLASS MAIL
U.S. POSTAGE PAID
JACKSON, MI 49201
PERMIT NO. 418

TEMP RETURN SERVICE REQUESTED

CUSTOMER NAME & ADDRESS

COUNTY OF JACKSON

212 W WESLEY ST

ACCOUNT NO.

WESW-000212-STRM-01

PROPERTY ADDRESS

212 W WESLEY ST

DUE DATE 08/20/11 **AMOUNT DUE** \$72.58

AFTER 08/20/11 **PAY THIS LATE AMT.** \$72.58

CODE **CURRENT READ** **TYPE** **PREVIOUS READ** **TYPE** **USAGE** **AMOUNT**

PB \$36.29
SF \$36.29

ACCOUNT NO.

WESW-000212-STRM-01

PREV. READ DATE CURRENT READ DATE USAGE DAYS

06/01/11 06/30/11 30

LAST PAYMENT DATE LAST PAYMT. AMOUNT

06/13/2011 \$36.29

DATE **PAY THIS LATE AMT.**

08/20/11 \$72.58

DUE DATE 08/20/2011 **TOTAL AMOUNT DUE** \$72.58

MAIL TO: COUNTY OF JACKSON
SHERIFF'S DEPT/JAIL
120 W MICHIGAN AVE

JACKSON, MI 49201

pd 5/11/11

161 W. Michigan Ave.
Jackson, MI 49201
517-788-4082



FIRST CLASS MAIL
U.S. POSTAGE PAID
JACKSON, MI 49201
PERMIT NO. 418

TEMP RETURN SERVICE REQUESTED

CUSTOMER NAME & ADDRESS

COUNTY OF JACKSON

212 W WESLEY ST

ACCOUNT NO.

WFSW-000212-STRM-01

PROPERTY ADDRESS

212 W WESLEY ST

DUE DATE 07/20/11 **AMOUNT DUE** \$36.29

AFTER 07/20/11 **PAY THIS LATE AMT.** \$36.29

CODE **CURRENT READ** **TYPE** **PREVIOUS READ** **TYPE** **USAGE** **AMOUNT**

PB \$0.00
SF \$36.29

ACCOUNT NO.

WESW-000212-STRM-01

PREV. READ DATE CURRENT READ DATE USAGE DAYS

05/01/11 05/31/11 31

LAST PAYMENT DATE LAST PAYMT. AMOUNT

06/13/2011 \$36.29

DATE **PAY THIS LATE AMT.**

07/20/11 \$36.29

DUE DATE 07/20/2011 **TOTAL AMOUNT DUE** \$36.29

MAIL TO: COUNTY OF JACKSON
SHERIFF'S DEPT/JAIL
120 W MICHIGAN AVE
JACKSON, MI 49201

JACKSON, MI 49201

PROPERTY ADDRESS

212 W WESLEY ST

CODE **CURRENT READ** **TYPE** **PREVIOUS READ** **TYPE** **USAGE** **AMOUNT**

PB \$0.00
SF \$36.29

ACCOUNT NO.

WESW-000212-STRM-01

PREV. READ DATE CURRENT READ DATE USAGE DAYS

03/01/11 03/31/11 31

LAST PAYMENT DATE LAST PAYMT. AMOUNT

\$0.00

DATE **PAY THIS LATE AMT.**

05/20/11 \$39.92

DUE DATE 05/20/2011 **TOTAL AMOUNT DUE** \$36.29

MAIL TO: COUNTY OF JACKSON
SHERIFF'S DEPT/JAIL
120 W MICHIGAN AVE

JACKSON, MI 49201

JACKSON WATER COLLECTION
161 W. Michigan Ave.
Jackson, MI 49201
517-788-4082



FIRST CLASS MAIL
U.S. POSTAGE PAID
JACKSON, MI 49201
PERMIT NO. 418

TEMP RETURN SERVICE REQUESTED

CUSTOMER NAME & ADDRESS
JACKSON COUNTY TREASURER
1748.1 ELLERY AVE
ACCOUNT NO.
LLE-817481-STRM-01
PROPERTY ADDRESS
1748.1 ELLERY AVE

DUE DATE 07/20/11 AMOUNT DUE \$8.00

AFTER 07/20/11 PAY THIS LATE AMT. \$8.00

PB \$0.00
SF \$8.00

ACCOUNT NO.
LLE-817481-STRM-01

REV. READ DATE CURRENT READ DATE USAGE DAYS
03/01/11 05/31/11 92

LAST PAYMENT DATE LAST PAYMT. AMOUNT
\$0.00

PAY THIS LATE AMT.
07/20/11 \$8.00

DUE DATE 07/20/2011 TOTAL AMOUNT DUE \$8.00

*8-1748.1B
FRC not Sold*

MAIL TO: JACKSON COUNTY TREASURER
120 W MICHIGAN AV
JACKSON, MI 49201



161 W. Michigan Ave.
Jackson, MI 49201
517-788-4082



FIRST CLASS MAIL
U.S. POSTAGE PAID
JACKSON, MI 49201
PERMIT NO. 418

TEMP RETURN SERVICE REQUESTED

CUSTOMER NAME & ADDRESS
JACKSON COUNTY TREASURER
107 E GANSON
ACCOUNT NO.
GANE-000107-STRM-01
PROPERTY ADDRESS
107 E GANSON

DUE DATE 07/20/11 AMOUNT DUE \$8.00

AFTER 07/20/11 PAY THIS LATE AMT. \$8.00

PB \$0.00
SF \$8.00

ACCOUNT NO.
GANE-000107-STRM-01

REV. READ DATE CURRENT READ DATE USAGE DAYS
03/01/11 05/31/11 92

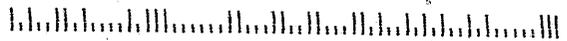
LAST PAYMENT DATE LAST PAYMT. AMOUNT
\$0.00

PAY THIS LATE AMT.
07/20/11 \$8.00

DUE DATE 07/20/2011 TOTAL AMOUNT DUE \$8.00

*7-0134
FRC not Sold*

MAIL TO: JACKSON COUNTY TREASURER
C/O: ATTN: DIANE DONALDSON
120 W MICHIGAN AVE
JACKSON, MI 49201



JACKSON WATER COLLECTION
161 W. Michigan Ave.
Jackson, MI 49201
517-788-4082

RETURN THIS PORTION WITH PAYMENT



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JACKSON, MI 49201
PERMIT NO. 418

TEMP RETURN SERVICE REQUESTED

CUSTOMER NAME & ADDRESS
JACKSON COUNTY TREASURER
0 HOMEWLID AVE
ACCOUNT NO.
ML-000510-STRM-01
PROPERTY ADDRESS
0 HOMEWLID AVE

DUE DATE 07/20/11 AMOUNT DUE \$8.00

AFTER 07/20/11 PAY THIS LATE AMT. \$8.00

PB \$0.00
SF \$8.00

ACCOUNT NO.
ML-000510-STRM-01

REV. READ DATE CURRENT READ DATE USAGE DAYS
/01/11 05/31/11 92

LAST PAYMENT DATE LAST PAYMT. AMOUNT
\$0.00

PAY THIS LATE AMT.
/20/11 \$8.00

DUE DATE 07/20/2011 TOTAL AMOUNT DUE \$8.00

*7-0261
FRC not Sold*

MAIL TO: JACKSON COUNTY TREASURER
120 W MICHIGAN AVE
JACKSON, MI 49201

JACKSON WATER COLLECTION
161 W. Michigan Ave.
Jackson, MI 49201
517-788-4082

RETURN THIS PORTION WITH PAYMENT



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JACKSON, MI 49201
PERMIT NO. 418

TEMP RETURN SERVICE REQUESTED

CUSTOMER NAME & ADDRESS
JACKSON COUNTY TREASURER
915 S JACKSON
ACCOUNT NO.
JACS-000915-STRM-01
PROPERTY ADDRESS
915 S JACKSON

DUE DATE 06/20/11 AMOUNT DUE \$8.00

AFTER 06/20/11 PAY THIS LATE AMT. \$8.00

PB \$0.00
SF \$8.00

ACCOUNT NO.
JACS-000915-STRM-01

REV. READ DATE CURRENT READ DATE USAGE DAYS
02/01/11 04/30/11 89

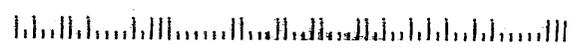
LAST PAYMENT DATE LAST PAYMT. AMOUNT
\$0.00

PAY THIS LATE AMT.
06/20/11 \$8.00

DUE DATE 06/20/2011 TOTAL AMOUNT DUE \$8.00

FRC Not Sold

MAIL TO: JACKSON COUNTY TREASURER
120 W MICHIGAN AVE
JACKSON, MI 49201



161 W. Michigan Ave.
Jackson, MI 49201
517-788-4082



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JACKSON, MI 49201
PERMIT NO. 418

TEMP RETURN SERVICE REQUESTED

CUSTOMER NAME & ADDRESS
JACKSON COUNTY TREASURER
W MASON

AMOUNT DUE: \$8.00

DUE DATE: 05/20/11

AFTER: 05/20/11

PAY THIS LATE AMT. \$8.80

PROPERTY ADDRESS
W MASON

PB \$0.00
SF \$8.00

ACCOUNT NO.
W-000137-STRM-01

PREV. READ DATE 01/11
CURRENT READ DATE 03/31/11
USAGE DAYS 90

PAYMENT DATE	LAST PAYMT. AMOUNT
	\$0.00
05/20/11	\$8.80

TOTAL AMOUNT DUE: \$8.00

MAIL TO: JACKSON COUNTY TREASURER
C/O: ATTN: DIANE DONALDSON
120 W MICHIGAN
JACKSON, MI 49201

FRC not sold

161 W. Michigan Ave.
Jackson, MI 49201
517-788-4082



FIRST CLASS MAIL
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JACKSON, MI 49201
PERMIT NO. 418

TEMP RETURN SERVICE REQUESTED

CUSTOMER NAME & ADDRESS
JACKSON COUNTY TREASURER
137 W MASON

AMOUNT DUE: \$16.00

DUE DATE: 08/20/11

AFTER: 08/20/11

PAY THIS LATE AMT. \$16.00

PROPERTY ADDRESS
137 W MASON

PB \$8.00
SF \$8.00

ACCOUNT NO.
MASW-000137-STRM-01

PREV. READ DATE 04/01/11
CURRENT READ DATE 06/30/11
USAGE DAYS 91

LAST PAYMENT DATE	LAST PAYMT. AMOUNT
	\$0.00
08/20/11	\$16.00

TOTAL AMOUNT DUE: \$16.00

MAIL TO: JACKSON COUNTY TREASURER
C/O: ATTN: DIANE DONALDSON
120 W MICHIGAN
JACKSON, MI 49201

FRC not sold

JACKSON WATER COLLECTION
161 W. Michigan Ave.
Jackson, MI 49201
517-788-4082

RETURN THIS PORTION WITH PAYMENT



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U.S. POSTAGE PAID
JACKSON, MI 49201
PERMIT NO. 418

TEMP RETURN SERVICE REQUESTED

CUSTOMER NAME & ADDRESS
JACKSON COUNTY TREASURER
18 MC KINLEY ST

AMOUNT DUE: \$16.00

DUE DATE: 08/20/11

AFTER: 08/20/11

PAY THIS LATE AMT. \$16.00

PROPERTY ADDRESS
18 MC KINLEY ST

PB \$8.00
SF \$8.00

ACCOUNT NO.
C K-000418-STRM-01

PREV. READ DATE 01/01/11
CURRENT READ DATE 06/30/11
USAGE DAYS 91

PAYMENT DATE	LAST PAYMT. AMOUNT
	\$0.00
08/20/11	\$16.00

TOTAL AMOUNT DUE: \$16.00

MAIL TO: JACKSON COUNTY TREASURER
C/O: ATTN: DIANE DONALDSON
120 W MICHIGAN
JACKSON, MI 49201

FRC not sold

JACKSON WATER COLLECTION
161 W. Michigan Ave.
Jackson, MI 49201
517-788-4082

RETURN THIS PORTION WITH PAYMENT



PRESORTED
FIRST CLASS MAIL
U.S. POSTAGE PAID
JACKSON, MI 49201
PERMIT NO. 418

TEMP RETURN SERVICE REQUESTED

CUSTOMER NAME & ADDRESS
JACKSON COUNTY TREASURER
18 MC KINLEY ST

AMOUNT DUE: \$8.00

DUE DATE: 05/20/11

AFTER: 05/20/11

PAY THIS LATE AMT. \$8.80

PROPERTY ADDRESS
18 MC KINLEY ST

PB \$0.00
SF \$8.00

ACCOUNT NO.
C K-000418-STRM-01

PREV. READ DATE 01/01/11
CURRENT READ DATE 03/31/11
USAGE DAYS 90

PAYMENT DATE	LAST PAYMT. AMOUNT
	\$0.00
05/20/11	\$8.80

TOTAL AMOUNT DUE: \$8.00

MAIL TO: JACKSON COUNTY TREASURER
C/O: ATTN: DIANE DONALDSON
120 W MICHIGAN
JACKSON, MI 49201

FRC not sold

JACKSON WATER COLLECTION
161 W. Michigan Ave.
Jackson, MI 49201
517-788-4082



FIRST CLASS MAIL
U.S. POSTAGE PAID
JACKSON, MI 49201
PERMIT NO. 418

TEMP RETURN SERVICE REQUESTED

CUSTOMER NAME & ADDRESS
JACKSON COUNTY TREASUR
108 W MORRELL ST
COUNT NO.
RORW-000108-STRM-01
PROPERTY ADDRESS
108 W MORRELL ST
COUNT NO.
RORW-000108-STRM-01

DUE DATE 05/20/11 AMOUNT DUE \$8.00
AFTER 05/20/11 PAY THIS LATE AMT. \$8.80
PB \$0.00
SF \$8.00

Not Sold

PREV. READ DATE CURRENT READ DATE USAGE DAYS
01/01/11 03/31/11 90

LAST PAYMENT DATE LAST PAYMT. AMOUNT
\$0.00

TIER PAY THIS LATE AMT DUE DATE 05/20/2011 TOTAL AMOUNT DUE \$8.00

MAIL TO: JACKSON COUNTY TREASURER
120 W MICHIGAN
JACKSON, MI 49201

161 W. Michigan Ave.
Jackson, MI 49201
517-788-4082



FIRST CLASS MAIL
U.S. POSTAGE PAID
JACKSON, MI 49201
PERMIT NO. 418

TEMP RETURN SERVICE REQUESTED

CUSTOMER NAME & ADDRESS
JACKSON COUNTY TREASUR
930 RUSSELL ST
COUNT NO.
RUSS-000930-STRM-01
PROPERTY ADDRESS
930 RUSSELL ST
COUNT NO.
RUSS-000930-STRM-01

DUE DATE 07/20/11 AMOUNT DUE \$8.00
AFTER 07/20/11 PAY THIS LATE AMT. \$8.00
PB \$0.00
SF \$8.00

*6-1497
FRC not Sold*

PREV. READ DATE CURRENT READ DATE USAGE DAYS
03/01/11 05/31/11 92

LAST PAYMENT DATE LAST PAYMT. AMOUNT
\$0.00

TIER PAY THIS LATE AMT DUE DATE 07/20/2011 TOTAL AMOUNT DUE \$8.00

MAIL TO: JACKSON COUNTY TREASURER
120 W MICHIGAN AVE
JACKSON, MI 49201

JACKSON WATER COLLECTION
161 W. Michigan Ave.
Jackson, MI 49201
517-788-4082

RETURN THIS PORTION WITH PAYMENT



PRESORTED
FIRST CLASS MAIL
U.S. POSTAGE PAID
JACKSON, MI 49201
PERMIT NO. 418

TEMP RETURN SERVICE REQUESTED

CUSTOMER NAME & ADDRESS
JACKSON COUNTY TREASUR
1406 WILLIAMS ST
COUNT NO.
WILL-001406-STRM-01
PROPERTY ADDRESS
1406 WILLIAMS ST
COUNT NO.
WILL-001406-STRM-01

DUE DATE 06/20/11 AMOUNT DUE \$8.00
AFTER 06/20/11 PAY THIS LATE AMT. \$8.80
PB \$0.00
SF \$8.00

FRC Not Sold

PREV. READ DATE CURRENT READ DATE USAGE DAYS
02/01/11 04/30/11 89

LAST PAYMENT DATE LAST PAYMT. AMOUNT
\$0.00

TIER PAY THIS LATE AMT DUE DATE 06/20/2011 TOTAL AMOUNT DUE \$8.00

MAIL TO: JACKSON COUNTY TREASURER
120 W MICHIGAN AVE
JACKSON, MI 49201

JACKSON WATER COLLECTION
161 W. Michigan Ave.
Jackson, MI 49201
517-788-4082

RETURN THIS PORTION WITH PAYMENT



PRESORTED
FIRST CLASS MAIL
U.S. POSTAGE PAID
JACKSON, MI 49201
PERMIT NO. 418

TEMP RETURN SERVICE REQUESTED

CUSTOMER NAME & ADDRESS
JACKSON COUNTY LAND BA
1415 WILLIAMS
ACCOUNT NO.
WILL-001415-STRM-01
PROPERTY ADDRESS
1415 WILLIAMS
ACCOUNT NO.
WILL-001415-STRM-01

DUE DATE 06/20/11 AMOUNT DUE \$8.00
AFTER 06/20/11 PAY THIS LATE AMT. \$8.80
PB \$0.00
SF \$8.00

*4-1553
FRC Not Sold*

PREV. READ DATE CURRENT READ DATE USAGE DAYS
02/01/11 04/30/11 89

LAST PAYMENT DATE LAST PAYMT. AMOUNT
\$0.00

TIER PAY THIS LATE AMT DUE DATE 06/20/2011 TOTAL AMOUNT DUE \$8.00

MAIL TO: JACKSON COUNTY LAND BANK AUTH
ATTN: KAREN COFFMAN
120 W MICHIGAN AVE
JACKSON, MI 49201

JACKSON WATER COLLECTION
161 W. Michigan Ave.
Jackson, MI 49201
517-788-4082



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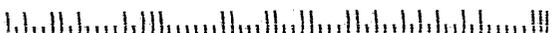
CUSTOMER NAME & ADDRESS
JACKSON COUNTY TREASURER
131 W BIDDLE
ACCOUNT NO.
DW-000131-STRM-01
PROPERTY ADDRESS
131 W BIDDLE
DUE DATE 08/20/11 AMOUNT DUE \$16.00
AFTER 08/20/11 PAY THIS LATE AMT. \$16.00
PB \$8.00
SF \$8.00

PREV. READ DATE CURRENT READ DATE USAGE DAYS
/01/11 06/30/11 91
LAST PAYMT. AMOUNT \$0.00

AMOUNT DUE \$16.00
TOTAL AMOUNT DUE \$16.00
DUE DATE 08/20/2011

*FRC not sold
4-0721.2*

MAIL TO: JACKSON COUNTY TREASURER
C/O: ATTN: DIANE DONALDSON
120 W MICHIGAN
JACKSON, MI 49201



JACKSON WATER COLLECTION
161 W. Michigan Ave.
Jackson, MI 49201
517-788-4082



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CUSTOMER NAME & ADDRESS
JACKSON COUNTY TREASURER
131 W BIDDLE
ACCOUNT NO.
BIDW-000131-STRM-01
PROPERTY ADDRESS
131 W BIDDLE
DUE DATE 05/20/11 AMOUNT DUE \$8.00
AFTER 05/20/11 PAY THIS LATE AMT. \$8.80
PB \$0.00
SF \$8.00

PREV. READ DATE CURRENT READ DATE USAGE DAYS
01/01/11 03/31/11 90
LAST PAYMT. AMOUNT \$0.00

AMOUNT DUE \$8.00
TOTAL AMOUNT DUE \$8.80
DUE DATE 05/20/2011

Free Not Sold

MAIL TO: JACKSON COUNTY TREASURER
C/O: ATTN: DIANE DONALDSON
120 W MICHIGAN
JACKSON, MI 49201



JACKSON WATER COLLECTION
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CUSTOMER NAME & ADDRESS
JACKSON COUNTY TREASURER
1208 DEYO
ACCOUNT NO.
EYO-001208-STRM-01
PROPERTY ADDRESS
1208 DEYO
DUE DATE 07/20/11 AMOUNT DUE \$0.00
AFTER 07/20/11 PAY THIS LATE AMT. \$0.00
PB \$0.00

PREV. READ DATE CURRENT READ DATE USAGE DAYS
3/01/11 05/31/11 92
LAST PAYMT. AMOUNT \$0.00

AMOUNT DUE \$0.00
TOTAL AMOUNT DUE \$0.00
DUE DATE 07/20/2011

FRC not Sold

JUL 05 REC'D

NIXIE 482 DE 1 00 06/30/11

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NOT DELIVERABLE AS ADDRESSED
UNABLE TO FORWARD

BC: 49201131561 *1485-03576-28-48



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TEMP RETURN SERVICE REQUESTED

CUSTOMER NAME & ADDRESS
JACKSON COUNTY TREASURER
1615 DEYO
ACCOUNT NO.
EYO-001615-STRM-01
PROPERTY ADDRESS
1615 DEYO
DUE DATE 07/20/11 AMOUNT DUE \$8.00
AFTER 07/20/11 PAY THIS LATE AMT. \$8.00
PB \$0.00
SF \$8.00

PREV. READ DATE CURRENT READ DATE USAGE DAYS
3/01/11 05/31/11 92
LAST PAYMT. AMOUNT \$0.00

AMOUNT DUE \$8.00
TOTAL AMOUNT DUE \$8.00
DUE DATE 07/20/2011

Free Not Sold

MAIL TO: JACKSON COUNTY TREASURER
C/O: ATTN: DIANE DONALDSON
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CUSTOMER NAME & ADDRESS
JACKSON COUNTY TREASURER
JOHNSON
ACCOUNT NO.
HS-000329-STRM-01
PROPERTY ADDRESS
JOHNSON

DUE DATE 07/20/11 AMOUNT DUE \$8.00
AFTER 07/20/11 PAY THIS LATE AMT. \$8.00

PB \$0.00
SF \$8.00

ACCOUNT NO.
HS-000329-STRM-01

PREV. READ DATE 03/01/11 CURRENT READ DATE 05/31/11 USAGE DAYS 92

PAYMENT DATE	LAST PAYMT. AMOUNT
	\$0.00

DUE DATE 07/20/2011 TOTAL AMOUNT DUE \$8.00

6-0329
FRC not Sold

MAIL TO: JACKSON COUNTY TREASURER
C/O: ATTN: DIANE DONALDSON
120 W MICHIGAN
JACKSON, MI 49201

161 W. Michigan Ave.
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CUSTOMER NAME & ADDRESS
JACKSON COUNTY TREASURER
70597.1 LL
ACCOUNT NO.
LL -705971-STRM-01
PROPERTY ADDRESS
70597.1 LL

DUE DATE 07/20/11 AMOUNT DUE \$8.00
AFTER 07/20/11 PAY THIS LATE AMT. \$8.00

PB \$0.00
SF \$8.00

ACCOUNT NO.
LL -705971-STRM-01

PREV. READ DATE 03/01/11 CURRENT READ DATE 05/31/11 USAGE DAYS 92

LAST PAYMENT DATE	LAST PAYMT. AMOUNT
	\$0.00

DUE DATE 07/20/2011 TOTAL AMOUNT DUE \$8.00

7-0597.1
FRC not Sold

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CUSTOMER NAME & ADDRESS
JACKSON COUNTY TREASURER
1306 MAPLE
ACCOUNT NO.
MAPL-001006-STRM-01
PROPERTY ADDRESS
1306 MAPLE

DUE DATE 06/20/11 AMOUNT DUE \$8.00
AFTER 06/20/11 PAY THIS LATE AMT. \$8.80

PB \$0.00
SF \$8.00

ACCOUNT NO.
MAPL-001006-STRM-01

PREV. READ DATE 02/01/11 CURRENT READ DATE 04/30/11 USAGE DAYS 89

PAYMENT DATE	LAST PAYMT. AMOUNT
	\$0.00

DUE DATE 06/20/2011 TOTAL AMOUNT DUE \$8.00

4-0900
FRC not Sold

MAIL TO: JACKSON COUNTY TREASURER
ATTN: DIANE DONALDSON
120 W MICHIGAN AVE
JACKSON, MI 49201

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Jackson, MI 49201
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CUSTOMER NAME & ADDRESS
JACKSON COUNTY TREASURER
1306 MAPLE AVE
ACCOUNT NO.
MAPL-001306-STRM-13
PROPERTY ADDRESS
1306 MAPLE AVE

DUE DATE 06/20/11 AMOUNT DUE \$8.00
AFTER 06/20/11 PAY THIS LATE AMT. \$8.80

PB \$0.00
SF \$8.00

ACCOUNT NO.
MAPL-001306-STRM-13

PREV. READ DATE 02/01/11 CURRENT READ DATE 04/30/11 USAGE DAYS 89

LAST PAYMENT DATE	LAST PAYMT. AMOUNT
	\$0.00

DUE DATE 06/20/2011 TOTAL AMOUNT DUE \$8.00

4-1516
FRC not Sold

MAIL TO: JACKSON COUNTY TREASURER
120 W MICHIGAN AVE
JACKSON, MI 49201

Julius A. Giglio
City Attorney

Bethany M. Smith
Deputy City Attorney

Gilbert W. Carlson
Assistant City Attorney

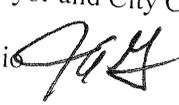
OFFICE OF THE



CITY ATTORNEY

161 West Michigan Avenue
Jackson, MI 49201
(517) 788-4050
(517) 788-4023
Fax: (517) 788-4059

CITY COUNCIL MEETING
January 10, 2012
NEW BUSINESS

MEMO TO: Honorable Mayor and City Councilmembers
FROM: Julius A. Giglio 
SUBJECT: Jackson Coffee Co., et al v. City of Jackson
MOTION: **The requisite action is to refer this matter to the City Attorney for handling.**

Attached is a copy of a Complaint that was served on the City of Jackson on December 28, 2011. The suit was filed in the State of Michigan's Court of Appeals. The Plaintiffs, Jackson Coffee Co. and Klein Brothers, LCC, are alleging that the City's storm water utility fee is an "impermissible tax" under the Headlee Amendment.

The requisite action is to refer this matter to the City Attorney for handling.

JAG/dn
Enc.

cc Laurence Shaffer, City Manager

BRIAN W. SURGENER, ESQ.
201 S. Mechanic St.
Jackson, MI 49201
517.374.4154

December 25, 2011

Court Clerk
Michigan Court of Appeals
Hall of Justice
925 Ottawa St.
P.O. Box 30022
Lansing, MI 48909

RE: Jackson Coffee Co, et al
-V- City of Jackson

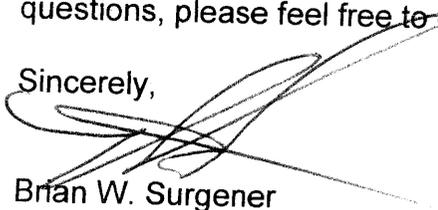
Dear Sir/Madam:

Enclosed for filing please find the following documents:

1. Five (5) copies of an original Complaint filed under the Michigan Headlee Amendment with one original signature, along with supporting documents;
2. Five (5) copies of Plaintiffs' Brief in Support of Complaint under Headlee Amendment with one original signature.
3. Proof of Service
4. A check in the amount of \$375.00 to cover the entry fee.

Your time and consideration in this matter is greatly appreciated. Should you have any questions, please feel free to contact me.

Sincerely,



Brian W. Surgener
Attorney at Law

STATE OF MICHIGAN
IN THE COURT OF APPEALS

JACKSON COFFEE CO, a
Michigan Corporation, and
KLEIN BROTHERS, LLC, a Michigan
Limited Liability Company, and Those
Similarly Situated,

Case No. _____

Plaintiffs,

v

CITY OF JACKSON, a Michigan
municipal corporation,

Defendant.

Brian W. Surgener (P46229)
Attorney For Plaintiffs
201 S. Mechanic St.
Jackson, MI 49201
(517)-374-4154

PROOF OF SERVICE

On, _____, I hand-delivered a copy of the above captioned
Complaint Under Headlee Amendment, along with its exhibits, and a copy of the Brief In
Support Of Complaint, and this Proof of Service, upon:

Jackson City Clerk's Office
Lynn Fessel - City Clerk
City Hall, 1st Floor
161 W. Michigan Avenue
Jackson, Michigan 49201
517.788.4025

Brian W. Surgener

Dated: _____

IN THE COURT OF APPEALS

STATE OF MICHIGAN

JACKSON COFFEE CO, a
Michigan Corporation, **and**
KLEIN BROTHERS, LLC, a Michigan
Limited Liability Company, **and** Those
Similarly Situated,

Plaintiffs,

Case No. _____

v

CITY OF JACKSON, a Michigan
municipal corporation,

Defendant.

Brian W. Surgener (P46229)
Attorney For Plaintiffs
201 S. Mechanic St.
Jackson, MI 49201
(517)-374-4154

COMPLAINT UNDER HEADLEE AMENDMENT

Plaintiffs., by and through their attorney, brings this Complaint pursuant to Const 1963, art. 9, §§25, 31 and 32, MCL 600.308a(1), and MCR 7.206(D), for relief against Defendant City of Jackson in connection with it imposition of a stormwater “fee” to all property owners in the City of Jackson, where such “fee” is an impermissible tax under the Headlee Amendment, and unfairly exempts the City’s streets, and possibly local municipalities. from its purview. In support, Plaintiffs states:

1. Plaintiff Jackson Coffee Co. conducts business in Jackson, Michigan, as well as owns parcels of real property in the City of Jackson.

2. Plaintiff Klein Brothers, LLC. conducts business in Jackson, Michigan, as well as owns parcels of real property in the City of Jackson.
3. Defendant City of Jackson is a Michigan municipal corporation, with offices in Jackson, Michigan.
4. Plaintiffs seeks (a) declaratory judgment that the Defendant's imposition of a stormwater "fee" on all property owners in the City of Jackson is an impermissible tax under the Headlee Amendment, Const 1963, art. 9, §§25 and 31, (b) injunctive relief prohibiting the City from collecting the stormwater "fee" from plaintiffs and/or other similarly situated property owners in the City of Jackson, and (c) a refund of all stormwater "fees" collected from property owners in the City of Jackson.
5. This case presents an actual controversy for declaratory relief. MCR 2.605(A)(1)
6. Plaintiffs are entitled to injunctive relief prohibiting the City from enforcing the collection of its stormwater "fee," to prevent irreparable harm to them.
7. The Court of Appeals has original jurisdiction over this claim pursuant to Const 1963, art. 9, §32, and MCR 7.203(C)(5). There are factual questions to be resolved after a period of discovery.
8. On January 11, 2011, the City of Jackson adopted a Storm Water Utility Ordinance, for the purpose of conducting the City's storm water management program. The ordinance provides for the proportional allocation to property owners of the necessary costs of the storm water utility, based upon the extent to which each parcel of real property contributes to the need for storm water management. The "fee" is calculated upon the representative impervious and pervious area of the property, computed as Equivalent Hydraulic Area (EHA) units. See ordinance No. 2011.02, attached as **Exhibit 1**.
9. No public or private property is exempt from the "fee" under the Ordinance, except

for public road rights-of-way (but not internal site roadways within public facilities). Thus, the “fee” is simply a charge on the area of property a person owns upon which rain falls, which is a natural act of God himself.

10. The Ordinance further provides that storm water user “fees” shall be determined and modified, from time, to time, so that the total revenues generated by such user “fees” shall be sufficient to meet the costs of the City’s storm water management program. Some property owners pay an \$8 per month, while other property owners pay thousands of per month.

11. The Ordinance initially allowed up to a 50% credit on the “fee” to property owners who, through voluntary action, reduce contributions to storm water flow, e.g., through detention ponds and other storm water management practices. See Storm Water User Fee Credit Manual, attached as **Exhibit 2**.

12. On July 19, 2011, the Ordinance was amended to allow up to a 75% credit on the “fee” to certain property owners. See Ordinance No. 2011.12, attached as **Exhibit 3**. However, all property owners must pay a “fee” regardless of the credits allowed. The “fee” on a property can not be avoided by the voluntary actions of a property owner, and can not be reduced to zero. The manner in which to reduce the fee for most commercial property owners is burdensome and beyond reasonable expectations.

13. The Ordinance provides a procedure for a property owner to appeal the storm water user “fee,” e.g., on the grounds that the impervious and/or pervious area of the property is less than estimated by the Administrator in the calculation of that property’s storm water “fee.” However, there is no appeal on the grounds that the property owner does not receive a service.

14. For enabling authority, the Ordinance references the Michigan Revenue Bond Act in the Enforcement section, with regard to the unpaid “fees” becoming a lien on the property, which is ultimately enforceable in the same manner as the collection of taxes, MCL 141.121(3).

The Ordinance also makes references to the Federal Clean Water Act and the City's NPDES Stormwater Discharge Permit, which place increased mandates on the City to develop and implement storm water management. The Ordinance otherwise cites the City's obligation to protect the public health, safety, and welfare. However, the underlying Federal basis for the stormwater "fee" was never enacted.

15. The Jackson City Charter generally authorized the City to own, operate and maintain a sewer utility. See Article XVII of Jackson City Charter.

16. Regardless of whether the City is authorized to implement a sewer system, the issue raised here is whether the system can be funded in the manner set forth in the Ordinance.

17. The stormwater "fee" was never approved by a vote of the people of the City of Jackson.

18. Defendant City of Jackson submitted invoices to Plaintiffs for the stormwater "fee," in conjunction with invoices for water service. The stormwater "fee" portion of the invoices was not paid.

19. Plaintiffs challenges the validity of the stormwater "fee" under the Headlee Amendment, Const 1963, art. 9, §§25 and 31, as interpreted by the Michigan Supreme Court in *Bolt v City of Lansing*, 459 Mich 152; 587 NW2d 264 (1999),

20. The storm water user "fee" at issue here is substantially similar to the one imposed by the City of Lansing in 1995, which was struck down by the Michigan Supreme Court in *Bolt*.

21. The City of Jackson storm water user "fee" is challenged here on the grounds that it is not truly a "fee," but rather is a "tax" that requires voter approval under the Headlee Amendment to the Michigan Constitution, Const 1963, art. 9, §§25 and 31.

22. The Headlee Amendment, Const 1963, art. 9, §25, provides in relevant part:

Property taxes and other local taxes and state taxation and spending may not be increased above the limitations specified herein without direct voter approval.

23. The Headlee Amendment, Const 1963, art. 9, §31, provides in relevant part:

Units of Local Government are hereby prohibited from levying any tax not authorized by law or charter when this section is ratified or from increasing the rate of an existing tax above that rate authorized by law or charter when this section is ratified, without the approval of a majority of the qualified electors of that unit of Local Government voting thereon.

24. Generally, a “fee” is “exchanged for a service rendered or a benefit conferred,

and some reasonable relationship exists between the amount of the fee and the value of the service or benefit.” A “tax,” on the other hand, is designed to raise revenue. Determining whether the storm water service charge is properly characterized as a “fee” or a “tax” involves consideration of several factors.

25. The Supreme Court in *Bolt*, relying upon a long line of cases listed in the Headlee Blue Ribbon Commission Report, articulated three primary criteria to be considered when distinguishing between a “fee” and a “tax.” The first criterion is that a user fee must serve a regulatory purpose rather than a revenue-raising purpose. A second, and related, criterion is that user fees must be proportionate to the necessary costs of the service. A third criterion is voluntariness, i.e., whether the property owners were able to refuse or limit their use of the commodity or service.

26. When viewed under the *Bolt* criteria, the charge under the Jackson Ordinance (a)

serves a revenue-raising purpose more than a regulatory purpose, (b) does not appear to be proportionate to the necessary costs of the service, and (c) is not voluntary, i.e., property owners are not able to refuse or limit their use of the service.

27. The Jackson Ordinance and the “fee” charged thereunder fails the *Bolt* test because:

(a) It is designed to raise revenue to fund the City’s compliance with the Clean Water Act and the NPDES Permit. It uses a similar EHA formula to calculate rates as the Lansing Ordinance in *Bolt*. It provides for credits and appeals, but no appeal on the basis that no service is provided. It totally exempts the City’s public road rights of way. It serves to benefit the public generally, and not the particular property owner who is subject to the charge. The charge is enforceable with a lien on property enforceable in the same manner as the collection of taxes.

(b) It requires that the total revenues generated by the charges must be sufficient to meet the cost of the City’s storm water management program. Further, the charges are in addition to any special assessment, single lot assessment or public improvement charge that might be or become due for capital improvements to the storm water system.

(c) It is not voluntary, because property owners are not able to refuse or eliminate their use of the service.

28. The mandatory “fee” under the Jackson Ordinance illustrated the evils that the Headlee Amendment was designed to prevent, namely:

(a) it imposes a tax without distinctly stating the tax, in violation of Const 1963, art. 4, §32;

(b) it the tax was implemented without direct voter approval, in violation of Const 1963, art. 9, §§25 and 31; and

(c) it has no limit on the rate or amount to be charged, in violation of the limitations in Const 1963, art. 9, §6.

WHEREFORE, Plaintiffs respectfully requests that this Honorable Court:

- A. Refer this matter to a Special Master, and order a period of discovery;
- B. After the close of discovery, set this matter for hearing;
- C. After the hearing, declare that the Jackson Ordinance imposing a stormwater "fee"

on all parcels of real property in the City of Jackson is unconstitutional under the Headlee Amendment;

D. Enjoin the City of Jackson from collecting the stormwater "fee" under the Ordinance from Plaintiffs and all other property owners in the City of Jackson;

E. Order the City of Jackson to make full refunds of all stormwater "fees" collected from property owners in the City of Jackson;

F. Award Plaintiffs their costs and attorney fees incurred in bringing this action;

G. Join this case with the Case entitled "County of Jackson -v- City of Jackson", recently filed in the Michigan Court of Appeals involving the same issue over the stormwater "fee" ; and

H. Grant Plaintiffs such other and further relief as may be required.

Respectfully submitted,

Brian W. Surgener (P46229)

Attorney for Plaintiffs

DATED: _____

12-25-11

EXHIBIT 1

ORDINANCE NO. 2011.02

An Ordinance to add Article VI to Chapter 27 of the City of Jackson Code of Ordinances to establish a storm water utility for the purpose of conducting a city storm water management program to protect the public health, safety, and welfare, and to provide for proportional allocation to property owners the necessary costs of storm water utilities.

THE PEOPLE OF THE CITY OF JACKSON ORDAIN:

Section 1. Enactment of New Article VI of Chapter 27 to the City of Jackson Code of Ordinances. A new Article VI ("Storm Water Utility") of Chapter 27 ("Water and Sewers") of the City of Jackson Code of Ordinances is hereby adopted to read in its entirety as follows:

ARTICLE VI. STORM WATER UTILITY

Sec. 27-180. TITLE

This Article shall be known as the "Storm Water Utility Ordinance" of the City of Jackson.

Sec. 27-181. PURPOSE

This Article establishes a storm water utility for the purpose of conducting the City's storm water management program to protect public health, safety, and welfare; provides for the proportional allocation to property owners of the necessary costs of the storm water utility; permits the establishment and collection of just and equitable rates and charges to fund the storm water utility; provides for credits, adjustments, exemptions and appeals; establishes regulations for the use of the storm water system, and prescribes the powers and duties of certain municipal agencies, departments and officials.

Sec. 27-182. FINDINGS

The Council finds all of the following:

1. The constitution and laws of the State of Michigan authorize local units of government to provide storm water management services and systems that will contribute to the protection and preservation of the public health, safety and welfare, and to the protection of the state's natural resources.
2. Property owners influence the quantity, character and quality of storm water from their property in relation to the nature of the alterations made to property.
3. Storm water contributes to the diminution of water quality, adversely impacting the public health, safety and welfare, and endangering natural resources.

4. Control of the quantity and quality of storm water from developed and undeveloped property is essential to protect and improve the quality of surface waters and ground waters, thereby protecting natural resources and public health, safety and welfare.
5. The Federal Clean Water Act and rules and regulations promulgated there under place increased mandates on the City to develop, implement, conduct and make available to its citizens and property owners storm water management services which address water quality, velocity, and volume impacts of storm water.
6. Water quality is improved by storm water management measures that control the quantity or quality, or both, of storm water discharging directly or indirectly to receiving waters, that reduce the velocity of storm water, or that divert storm water from sanitary sewer systems.
7. The City, having a responsibility to protect the public health, safety, and welfare, has a major role in ensuring appropriate water quality related to storm water flow.
8. Improper management of storm water runoff causes erosion of lands, threatens businesses and residences and other facilities with water damage from flooding, adversely impacts public health, safety, and welfare, and creates environmental damage to rivers, streams and other bodies of water in Michigan, including the Great Lakes.
9. The public health, safety, and welfare are adversely affected by poor ambient water quality and flooding that results from inadequate management of both the quality and quantity of storm water.
10. An adequate funding source is necessary to provide for storm water management in the City.
11. It is appropriate for the City to establish user fees to offset entirely or in part the cost of its storm water management program.
12. It is in the interest of protecting both the waters of the state from pollution and the public health, safety, and welfare for the City to fund storm water management with a user fee that allocates the costs of these services to property owners within the City based upon the extent to which each parcel of real property contributes to the need for storm water management.
13. Impervious and pervious surfaces on a given property relate to the volume, rate and/or pollutant loading of storm water runoff discharged from that property.
14. The measurement of impervious and pervious surface that causes storm water runoff provides an equitable and adequate basis for a system of user fees for funding storm water management.

Sec. 27-183. DEFINITIONS

For the purposes of this Article, the following words and phrases shall have the meanings described in this section:

Administrator is the City Engineer or such other person as the City Manager may designate.

Appeal is the process of filing a dispute with the user fee determination, adjustment or credit as recognized by the City.

Applicant is any person, or a duly designated representative applying for a storm water user fee credit, storm water discharge permit or storm water connection.

City shall mean the City of Jackson, Michigan and its authorized agents.

Council shall mean the City Council of the City of Jackson, Michigan.

Credit shall mean a conditional reduction in the amount of a storm water user fee charged to a property based on the provision and continuing presence of, use, operation, and maintenance of practices that the City of Jackson does not own, maintain or operate; or based on the continuing provision of activities that may reasonably reduce or mitigate the City's cost of providing for the City's storm water management program.

Customer shall mean the owner of any property that is receiving a storm water utility service from the City of Jackson, Michigan.

Detention shall mean the prevention of, or to prevent, the discharge, directly or indirectly, of a given volume of storm water runoff into the storm water system by providing temporary on-site storage.

Discharge shall mean the flow of water from a project, site, aquifer, drainage basin, or other drainage facility.

Erosion shall mean the wearing or washing away of soil by the action of water.

Equivalent Hydraulic Area (EHA) of a property shall mean the sum of the impervious surface area of the property multiplied by a factor of 0.95 plus the pervious surface area multiplied by a factor of 0.15.

Equivalent Hydraulic Area Unit (EHA Unit) shall mean the EHA of a typical detached single family residential property in the City of Jackson determined by an engineering analysis to be 2,125 square feet. The EHA Unit may be modified from time to time, if necessary, based on future engineering analyses. Detached single family homes (up to and including four units) pay a flat storm water user fee based on the fee charged to a property having one EHA unit.

Impervious area or surface means a surface area which is compacted or covered with material that is resistant to or impedes permeation by water, including but not limited to, most conventionally surfaced streets, roofs, sidewalks, patios, driveways, parking lots, and any other oiled, graveled, graded, or compacted surfaces.

MDNRE shall mean the Michigan Department of Natural Resources and Environment (formerly known as the Michigan Department of Environmental Quality).

NPDES means National Pollutant Discharge Elimination System, a program to issue permits for discharges to receiving waters, established under the Federal Clean Water Act, and administered by the MDNRE.

Operation and maintenance includes any component of a storm water system expenditure for materials, labor, utilities and other items for the management and uninterrupted operation of the storm water system in a manner for which the storm water system was designed and constructed.

Owner shall mean any person, firm, partnership, association, joint venture, corporation or other entity or combination of entities who alone, jointly, or severally with others hold(s) legal or equitable title to any real property. The term "owner" shall also include heirs, successors, and assigns.

Parcel shall mean a tract, or contiguous tracts, of land in the possession of, owned by, or recorded as property of the same claimant person.

Person shall mean any individual, association, organization, partnership, firm, public or private corporation or public agency.

Pervious area or surface is all land area that is not impervious.

Property means any land within the boundary of the City of Jackson, both publicly and privately owned, including public and private rights of way.

Retention shall mean the prevention of, or to prevent, the discharge, directly or indirectly, of any storm water volume into the storm water system.

Storm water means storm water runoff, snowmelt runoff, footing drain discharges, surface runoff and drainage.

Storm water management means one or more of the following:

- The quantitative control achieved by the storm water system of the increased volume and rate of surface runoff caused by alterations to the land.
- The qualitative control achieved by the storm water system, pollution prevention activities, and ordinances to reduce, eliminate or treat pollutants that might otherwise be carried by storm water.
- Public education, information, and outreach programs designed to educate and inform the public on the potential impacts of storm water.

Storm water management plan shall mean the written documents and plans that contain the following elements which shall be used to guide the storm water management program:

- September, 2010 City of Jackson, Michigan Storm Water Utility Feasibility Study prepared by Tetra Tech.
- December, 2003 Upper Grand River Watershed Management Plan prepared by Tetra Tech and the June 2006 Update.
- Geographic limits of the City of Jackson.
- Storm water management services to be provided.
- The planning period covered by the storm water management plan.
- Projected operation and maintenance and capital expenses for each year of the storm water management plan planning period including steps taken to reduce expenses.
- Documentation of an analysis undertaken to evaluate the comparative cost-effectiveness of storm water management alternatives.
- Projected impervious and pervious areas of each class of property.
- The method of calculating any storm water user fees and storm water development charges, if used, proportionate to the necessary cost of providing the necessary level of service of storm water management services.
- The process and method by which the City of Jackson will determine which properties will be subject to any storm water user fee for use of the storm water system owned and operated by the City of Jackson.
- A description of the components of the storm water system owned and operated by the City of Jackson.
- A description of how credits to reduce storm water user fees will be applied and calculated.

Storm water management program means one or more aspects of storm water management undertaken for the purpose of complying with applicable federal, state and local law and regulation or the protection of the public health, safety, and welfare related to storm water runoff.

Storm water pollution prevention initiative (SWPPI): The SWPPI is a document that shows the City's commitments that would be needed to meet the goal of reducing the discharge of pollutants to the maximum extent practicable. It includes the portions of the Watershed Management Plan that are applicable to the City.

Storm water runoff shall mean flow on the surface of the ground, resulting from precipitation and snowmelt that does not infiltrate into the soil, including material dissolved or suspended in it.

Storm water system means roads, streets, catch basins, curbs, gutters, ditches, storm sewers and appurtenant features, lakes, ponds, channels, swales, storm drains, canals, creeks, catch basins, streams, gulches, gullies, flumes, culverts, siphons, retention or detention basins, dams, floodwalls, levees, pumping stations, and other like facilities, and natural watercourses and features located within the geographic limits of the City which are designed or used for collecting, storing, treating or conveying storm water or through which storm water is collected, stored, treated or conveyed, or any other physical means by which storm water management is achieved.

Storm water user fee shall mean the fee charged to properties within the City of Jackson calculated proportionate to the necessary cost of providing storm water system management services to the users of the City's storm water system.

Structure shall mean anything constructed or installed with a fixed location on or in the ground.

Surface waters shall mean any receiving waters existing on the surface of the ground, including but not limited to; brooks, streams, rivers, wetlands, ponds, or lakes.

Undeveloped shall mean the condition of a property unaltered by construction or the addition of impervious surface.

User shall mean a firm, person or property that directly or indirectly contributes storm water to the storm water system.

Water quality shall mean those characteristics that relate to the physical, chemical, biological or radiological integrity of water.

Water quantity shall mean those characteristics that relate to the rate and volume of the storm water runoff to downstream areas.

Watershed shall mean an extent of land where storm water runoff drains downhill into a body of water, such as a river, lake, reservoir, estuary, or wetland. The watershed includes both the streams and rivers that convey the water as well as the land surfaces from which water drains into those channels, and is separated from adjacent watersheds by a topographic divide.

Sec. 27-184. ESTABLISHMENT OF A STORM WATER UTILITY

A storm water utility is hereby established by Council under the direction of the Administrator to fund the storm water management program of the City. The storm water management program shall include those activities necessary to protect public health, safety, and welfare from storm water and fulfill the requirements of the City of Jackson's storm water NPDES discharge permit, and all successor permits, including but not limited to the following activities:

1. Planning, engineering, acquisition, construction, operation, maintenance, installation and debt service costs to acquire, construct, finance, operate and maintain a storm water system.
2. Administering the storm water management program.
3. Acquiring, constructing, improving, enlarging, repairing, enhancing, replacing, financing, operating and maintaining the storm water system, together with such indirect and overhead costs which are fairly chargeable to such activities pursuant to accepted accounting principles and practices applicable to the City.
4. Updating a storm water management plan.
5. Undertaking activities required in order to comply with federal and state law and regulations related to storm water and permits issued there under.
6. Paying drain assessments which are the obligation of the City.
7. Providing public education, or information, or outreach related to the storm water management program or required by federal or state regulations, or required by permits issued to the City by federal or state regulatory bodies.

Sec. 27-185. STORM WATER MANAGEMENT PLAN

The Administrator may adopt, amend, or extend a storm water management plan from time to time. Any such adoption, amendment, or extension shall be approved by resolution of the Council.

Sec. 27-186. STORM WATER USER FEE

1. Subject to the provisions of this Article, all owners of property in the City of Jackson shall be charged a storm water user fee for their use of the storm water system. The storm water user fee shall be proportionate to the necessary cost of the storm water management services provided to each property in the City. The basis for storm water user fees shall be computed by the Administrator using the Equivalent Hydraulic Area (EHA) or EHA Units applicable to each property.
2. The principal storm water generating characteristic of each property is its representative impervious and pervious area, which shall be used as the basis for the storm water user fee. The storm water user fee shall be used to fund those elements of the storm water management program whose cost is directly related to the amount of storm water managed as well as the expenses related to billing, collection, customer service, and public involvement and public education activities.
3. The representative impervious and pervious areas of a property shall be the measured impervious and pervious areas of the property except for detached single-family homes (up to and including four units) which may be grouped

into one or more representative impervious and pervious area rate categories based upon a statistical evaluation of the measured impervious and pervious area of a sample of all properties. Each property within a category shall be billed the same storm water user fee if such statistical similarity is demonstrated. The minimum bill for any non-residential property shall be equal to the lowest category billed to a detached single-family home regardless of the credits applicable to such non-residential property.

4. The Administrator may periodically change the representative impervious and pervious area of a property based upon information available to the City and/or provided by a property owner.

Storm water user fees shall be determined and modified, from time to time, so that the total revenues generated by such user fees shall be sufficient to meet the cost of the City of Jackson's storm water management program. Storm water user fees shall be in addition to any special assessment, single lot assessment or public improvement charge that might be or become due for capital improvements to the storm water system.

Sec. 27-187. OTHER CHARGES

Charges for other services provided by the City shall be on a time and materials basis, including direct and indirect costs, as established by the Administrator. The Administrator may also set charges for the fair share recovery of the cost, including direct and indirect costs, from users for the implementation and operation of any of the following:

- (a) Monitoring, inspection and surveillance procedures
- (b) Reviewing accidental discharge procedures and construction
- (c) Storm water discharge permit applications
- (d) Annual charges for multi-year permits
- (e) Other charges as the Administrator may deem necessary to carry out the requirements of this Article

Sec. 27-188. CREDITS

1. The purpose of this section is to provide for each owner's voluntary control over contributions of storm flows to the storm water system and the related storm water user fees and to advance protection of the public health, safety, and welfare.
2. The City shall offer credits that will enable any owner, through voluntary action, to reduce the storm water user fees calculated for that owner's property and will provide a meaningful reduction in the cost of service to the storm water system, or that shall be reasonably related to a benefit to the storm water system:
 - a. Credits will only be applied if certain requirements are met, including, but not limited to: completion of on-going maintenance, guaranteed right-of-entry for inspections, and submittal of certification reports.

- b. Credits will be defined as percent (%) reductions applied to the storm water user fee calculation.
 - c. Credits are additive for each credit category. The maximum credit shall not exceed 50 % of the storm water user fee calculation.
 - d. As long as the storm water facilities or management practices are functioning as approved, the credit will be applied to the storm water user fee. If the approved practice is not functioning as approved or is terminated, the credit will be cancelled and the storm water user fee will return to the baseline calculation. Once the credit has been cancelled, an owner may not reapply for a credit for a period of 12 months and only then if the deficiency has been corrected, as determined by City inspection.
 - e. Credits will be applied to the next complete billing cycle after the application has been approved.
3. The Administrator shall define a method for applying and granting credits, as well as criteria for determining the credits an owner may receive. The Administrator may establish credits for one or more of the following owner actions:
- Residential Property: Flat Rate 25%
 - Storm Water Quantity: 25 to 50%
 - Education: 25%

Sec. 27-189. EXEMPTIONS

No public or private property located within the City limits of the City of Jackson shall be exempt from storm water user fees with the exception of public road rights-of-way that have been conveyed to and accepted for maintenance by the State of Michigan, Jackson County, or the City of Jackson, and which are available for use in common by the general public for motor vehicle transportation. This exemption shall not apply to internal site roadways within public facilities; to private roads or drives; or to internal roads, drives, and parking areas in privately owned property.

Sec. 27-190. BILLING

The City shall bill owners for storm water service on a periodic basis.

Sec. 27-191. STORM WATER ENTERPRISE FUND

1. All revenues raised from storm water user fees shall be placed in a storm water enterprise fund together with such other revenues from any source or combinations of

sources of revenues otherwise legally available which have been designated to be used for the storm water management program.

2. No part of the funds held in the storm water enterprise fund may be transferred to the general operating fund or used for any purpose other than undertaking the storm water management program, and operating and maintaining a storm water system.

Sec. 27-192. DISCHARGE PERMITS

1. A permit is required from the Administrator to discharge treated non-storm water otherwise subject to a discharge prohibition under this Article into the storm water system. The Administrator may require each person or firm that applies for use or uses of the storm water system for non-storm water purposes to obtain a discharge permit on the form prescribed by the administrator, to be subject to all provisions of this Article. A permit may be issued for a period not to exceed five years. The permit shall be subject to modification or revocation for failure to comply or provide safe access or provide accurate reports of the discharge constituents and characteristics. Permits are issued to specific persons or firms for specific operations and are not assignable to another person or firm without the prior written approval of the Administrator. Permits are not transferable to another location. Anyone seeking a permit to discharge treated non-storm water otherwise subject to a discharge prohibition into the storm water system must do the following:
 - a. File a written statement with the Administrator setting forth the nature of the enterprise, the amount of water to be discharged with its present or expected bacterial, physical, chemical, radioactive or other pertinent characteristics
 - b. Provide a plan map of the building, works or complex with each outfall to the surface waters, sanitary system, storm sewer, natural watercourse or ground waters noted, described and the discharge stream identified
 - c. Sample, test and file reports with the Administrator and the appropriate federal, state, and county agencies on appropriate characteristics of discharges on a schedule, at locations, and according to methods approved by the Administrator
2. Every permit to discharge into the storm water system shall be conditioned upon the permittee providing insurance, security and/or indemnification satisfactory to the Administrator protecting the City, City property and persons in the City from loss or damages associated with the permit or permit activities.
3. The Administrator or other authorized employees are authorized to obtain information concerning industrial processes which have a direct bearing on the kind and source of the discharge to the storm water system. The industrial user may withhold or restrict information if it can establish to the satisfaction of the administrator that release of the information would reveal trade secrets or would otherwise provide an advantage to competitors, except discharge constituents will not be recognized as confidential information.

4. At the permittee's expense, the Administrator shall carry out independent surveillance and field monitoring, in addition to the self-monitoring required of certain users to ascertain whether the purpose of this Article is being met and all requirements are being satisfied.
5. The method of determining flow of discharge to the storm water system shall be approved by the Administrator.
6. The permit applicant shall acquire and be in full compliance with applicable federal, state and county permits for discharge prior to being granted a permit from the Administrator.

Sec. 27-193. REGULATIONS

1. The Administrator may adopt regulations implementing this Article. These regulations may include, but not be limited to, the following topics:
 - a. The design, operation, management, and maintenance of the storm water system and for connections to that system.
 - b. Control of the quality and quantity of storm water from industrial sites by establishing management practices, design and operating criteria.
 - c. Procedures for updating billing data based upon changes in property boundaries, ownership, and storm water runoff characteristics.
 - d. Billing and payment procedures of the storm water utility that define the billing period, and billing methodology.
 - e. Policies establishing the type and manner of service delivery that will be provided by the utility.
 - f. Procedures for establishing, evaluating, and refining any storm water user fee credits.
 - g. Enforcement policies and procedures.
2. These regulations shall take effect 30 days after being filed with the City Clerk unless modified or disapproved by the Council. Regulations which are modified by Council take effect 30 days after the modification.

Sec. 27-194. STORM WATER TAPS

1. Only City employees or licensed contractors, after first obtaining all necessary permits including but not limited to a plumbing permit, street cut permit and sewer tap permit, are authorized to uncover the storm water system so that existing tees or deep sewer risers installed during public storm water system construction may be utilized. The connection shall be made only by the City employees or licensed contractors only upon payment of the required connection fee which shall be fixed by the City and shall not be less than the cost of materials, installation and overhead attributable to the installation.

2. All costs and expenses incidental to the installation, connection, and maintenance of the storm water tap and lead shall be borne by the property owner.
3. The City employees or licensed contractors will furnish and install storm water system taps of the size and at the location the applicant requests in writing, provided:
 - a. The requests are reasonable;
 - b. An adequate storm water system fronts the premises;
 - c. An adequate tee or deep storm water system riser does not exist for required usage;
 - d. A good and safe excavation is provided by the owner(s) or owner's agent for public services area tapping personnel;
 - e. The maximum sized direct tapped connection shall not be larger than $\frac{1}{2}$ the nominal diameter of the storm water main (e.g., a 6-inch maximum tap into a 12-inch storm water main). Connections greater than $\frac{1}{2}$ the nominal diameter of the storm water main shall be made in a minimum 3-foot diameter storm sewer structure or with a manufactured tee fitting.
 - f. Existing tees and deep risers shall be utilized along with storm water leads constructed (stubbed) to the property line at the time the storm water system was constructed.

Sec. 27-195. RIGHT OF APPEAL

The Administrator shall establish a procedure for the submission of appeals to an owner's storm water user fees. This procedure shall provide the following:

1. An owner liable for a storm water user fee shall be provided the right to appeal the storm water user fee. Appeals shall be considered on the grounds that the impervious and/or pervious area of the property is less than estimated by the Administrator or that the credit allowable to the property is greater than that estimated by the Administrator. No appeal may be brought with respect to a storm water user fee more than one year after the rendering of the bill for which an appeal is sought.
2. For an appeal to be successful, the owner shall demonstrate that the impervious and/or pervious area of the property is less than the amount used by the Administrator in the calculation of that property's storm water user fee. Factors that will be considered by the Administrator in addition to the impervious and pervious areas of the property will be the activities of the owner or features of the property that are available for credits, or other factors defined by the Administrator.
3. An owner must comply with all rules and procedures adopted by the Administrator, including the payment of any applicable fees, when submitting a request for appeal or adjustment of the storm water user fee and must provide all information necessary to make a determination.
4. Upon a finding that the impervious and/or pervious area of a property is less than the amount used by the Administrator in the calculation of that property's storm water

user fee, the sole remedy to the owner shall be re-calculation of the storm water user fee based on the corrected area data.

5. A finding that the impervious and/or pervious area of a property is not less than the amount used by the Administrator in the calculation of that property's storm water user fee shall be conclusive with respect to that property and shall remain effective for seven years, unless the owner changes the impervious and/or pervious area or the storm water management practices of the property. The owner shall remain eligible for credits.

Sec. 27-196. ENFORCEMENT

1. No person shall construct or maintain any property, residence or business not in compliance with the standards of this Article.
2. The Administrator and other authorized employees of the City bearing proper credentials and identification shall be permitted to enter upon all properties for the purposes of inspection, observation, measurement, sampling and testing in accordance with the provisions of this Article.
3. No person shall fail to provide any report or other information or perform any duty required by this Article.
4. If, after reasonable notice, a person fails to comply with this Article, the City may cause the work to be done to obtain compliance and shall charge the cost of that work to the person responsible. If the person responsible fails to pay an invoice for fees directed to him or her under this subsection, within thirty (30) days of mailing of said invoice, the city may cause the cost reflected in said invoice to be assessed against the property as a special assessment, pursuant to Section 15.7 of the City Charter, and the city may institute an action against the responsible person for the collection of said costs in any court of competent jurisdiction. However, the city's attempt to collect such costs by any process shall not invalidate or waive any lien filed against the property.
5. The Administrator is authorized by the Council to enforce the payment of storm water user fees for storm water services for any properties by discontinuing water service to those properties. A civil action may be instituted by the City against the owner of those properties for recovery of such amounts. The storm water user fees for storm water service which, under the provisions of Act No. 94 of the Public Acts of Michigan of 1933, as amended, are made a lien on the property to which furnished, are hereby recognized to constitute such lien; and the Administrator shall, on April thirtieth and September thirtieth of each year, certify all unpaid storm water user fees for such services furnished to any property which as of these dates have remained unpaid for a period of six (6) months, to the City Assessor, who shall enter the lien on the next City tax roll against the property to which the services shall have been rendered, and the storm water user fees shall be collected and the lien shall be enforced in the same manner as provided for the collection of taxes assessed upon such roll and the enforcement of the lien for the taxes.

6. The Administrator is authorized to take all steps necessary to immediately halt any discharge of pollutants which reasonably appears to present an imminent danger to the health or welfare of persons or to the environment.
7. In case of an emergency involving private storm water facilities, the Administrator may direct that immediate action be taken to correct or abate the condition causing the emergency. City personnel may perform the required work and charge the owner all such related and provable costs. Such costs (if remaining unpaid for 30 days following a bill being sent for their reimbursement) shall constitute a lien on the real property.
8. Persons aggrieved by any determination of the Administrator in enforcing this Article may appeal that determination. Prosecution shall be stayed pending such an appeal.
9. In their interpretation and application, the provisions of this Article shall be held to be minimum requirements and shall be liberally construed in favor of achieving the purposes of this Article, and shall not be deemed a limitation or repeal of any other powers granted by state or federal statutes and regulations.

Sec. 27-197. VIOLATIONS AND PENALTIES

1. Violation; Municipal Civil Infraction. Except as provided by Section 27-198, and notwithstanding any other provision of the City's laws, ordinances and regulations to the contrary, a person who violates any provision of this Article (including, without limitation, any notice, order, permit, decision or determination promulgated, issued or made by the Administrator under this Ordinance) is responsible for a municipal civil infraction, subject to payment of a civil fine of not less than \$1,000.00 per day for each infraction and not more than \$10,000.00 per day for each infraction, plus costs and other sanctions.
2. Repeat Offenses; Increased Fines. Increased fines may be imposed for repeat offenses. As used in this Section, "repeat offense" means a second (or any subsequent) municipal civil infraction violation of the same requirement or provision of this Article (i) committed by a person within any two year period and (ii) for which the person admits responsibility or is determined to be responsible. The increased fine for a repeat offense under this Article shall be as follows:
 - a. The fine for any offense that is a first repeat offense shall be a minimum of \$1,500.00, plus costs.
 - b. The fine for any offense that is a second repeat offense or any subsequent repeat offense shall be a minimum of \$3,000.00, plus costs.
3. Amount of Fines. Subject to the minimum fine amounts specified in Sections 27-197 (1) and (2), the following factors shall be considered by the court in determining the amount of a municipal civil infraction fine following the issuance of a municipal civil infraction citation for a violation of this Article: the type, nature, severity, frequency, duration, preventability, potential and actual effect, and economic benefit to the

violator (such as delayed or avoided costs or competitive advantage) of a violation; the violator's recalcitrance or efforts to comply; the economic impacts of the fine on the violator; and such other matters as justice may require. A violator shall bear the burden of demonstrating the presence and degree of any mitigating factors to be considered in determining the amount of a fine. However, mitigating factors shall not be considered unless it is determined that the violator has made all good faith efforts to correct and terminate all violations.

4. Authorized Local Official. Notwithstanding any other provision of the City's laws, ordinances and regulations to the contrary, the following persons are designated as the authorized local officials to issue municipal civil infraction citations directing alleged violators to appear in district court for violations of this Article (or, if applicable, to issue municipal civil infraction notices directing alleged violators to appear at a municipal ordinance violations bureau): the City Administrator and the City Administrator's designees, any sworn law enforcement officer, and any other persons so designated by the City.
5. Other Requirements and Procedures. Except as otherwise provided by this Section, the requirements and procedures for commencing municipal civil infraction actions; issuance and service of municipal civil infraction citations; determination and collection of court-ordered fines, costs and expenses; appearances and payment of fines and costs; failure to answer, appear or pay fines; disposition of fines, costs and expenses paid; and other matters regarding municipal civil infractions shall be as set forth in Act No. 236 of the Public Acts of 1961, as amended.

Sec. 27-198. CRIMINAL PENALTIES; IMPRISONMENT

Any person who (1) at the time of a violation knew or should have known that his action was contrary to any provision of this Article, or contrary to any decision or determination promulgated, issued or made by the City under this Article; or (2) intentionally makes a false statement, representation, or certification in any application, form, notice, report, or record required by this Article, or in any other correspondence or communication, written or oral, with the City regarding matters regulated by this Article; or (3) intentionally falsifies, tampers with, or renders inaccurate any report or record required to be maintained by this Article; or (4) commits any other act that is punishable under state law by imprisonment for more than 90 days; shall, upon conviction, be guilty of a misdemeanor punishable by a fine of \$500.00 per violation, per day, or imprisonment for up to 90 days, or both in the discretion of the court.

Sec. 27-199. CONTINUING VIOLATION

Each act of violation, and each day or portion of a day that a violation of this Article exists or occurs, constitutes a separate violation subject to the fines, penalties and other sanctions and remedies as provided by this Article.

Sec. 27-200 JUDICIAL RELIEF

The City Attorney may institute legal proceedings in a court of competent jurisdiction to seek all appropriate relief for violations of this Article. The action may seek temporary or permanent injunctive relief, damages, penalties, costs, and any other relief, at law or equity, that a court may order.

Sec. 27-201 CUMULATIVE REMEDIES

The imposition of a single penalty, fine, or other sanction or remedy upon any person for a violation of this Article shall not preclude (or be a prerequisite for) the imposition by the City or a court of competent jurisdiction of a combination of any or all of those sanctions and remedies or additional sanctions and remedies with respect to the same violation, consistent with applicable limitations on penalty amounts under state or federal laws or regulations. A criminal citation and prosecution of a criminal action against a person shall not be dependent upon and need not be held in abeyance during any civil, judicial, or administrative proceeding, conference, or hearing regarding the person.

Section 2. Severability. Sections of this Article shall be deemed severable and should any section, clause, or provision of this Article be declared to be invalid, the same shall not affect the validity of the Ordinance as a whole or any part thereof other than the part so declared to be invalid.

Section 3. Saving Clause. The amendment or repeal by this Article of any ordinance or ordinance provision shall have no effect upon prosecutions commenced prior to the effective date of this Article or prosecutions based upon actions taken by any person prior to the effective date of this Article. Those prosecutions shall be conducted under the ordinance provisions in effect prior to the effective date of this Article.

Section 4. Conflict. Except as otherwise expressly provided, the provisions of this Article shall control in the event of any inconsistency or conflict between this Article and any other provision of any other Ordinance of the City.

Section 5. Publication. This Article shall be published by publishing a summary of the Ordinance in a newspaper of general circulation in the City of Jackson, including the designation in the publication of the location in the City where a true copy of the Ordinance can be inspected or obtained, as authorized by State law.

Section 6. Effective Date. This Article takes effect thirty (30) days after adoption.

Adopted this 11th day of January, 2011, by the City Council, City of Jackson, Michigan.

On roll call, the vote was:

Yeas: Mayor Dunigan and Councilmembers Howe, Greer, Frounfelker and Polaczyk—5

Nays: Councilmembers Breeding and Gaiser—2 Absent: 0.

By: Lynn Fessel, City Clerk

Certification

I, Lynn Fessel, Clerk of the City of Jackson, Michigan, do hereby certify that the foregoing is a true copy of the ordinance adopted by the City of Jackson City Council at a regular meeting held on January 11 2011, at 7:00 p.m. at City Hall and that it was published in The Jackson on January 14, 2011.
Citizen Patriot

EXHIBIT 2

STORM WATER USER FEE CREDIT MANUAL

CITY OF JACKSON, MICHIGAN

MAY 2, 2011

1.0 Introduction

The Jackson City Council adopted Ordinance No. 2011.02, known as the Storm Water Utility Ordinance, on January 11, 2011. This ordinance provides the City with the authorization to establish and collect storm water user fees calculated proportionate to the necessary cost of providing storm water system management services to the users of the City's storm water system. The City is further authorized by Michigan statutes to construct, reconstruct, improve, and extend the storm water system.

The City of Jackson storm water management program addresses flooding, erosion and water quality problems throughout the City. Managing storm water flows is critical for several reasons:

- Excessive storm water overwhelms storm drainage systems including streams, culverts and storm drain pipes and can cause flooding.
- Storm water erodes the land, damaging roads, bridges and other infrastructure, and increases the amount of pollutants added to local waterways.

The City of Jackson's storm water system is a public system, similar to a water or sanitary wastewater system, which provides a public benefit and is maintained by the City.

2.0 What is a Storm Water User Fee?

When subdivisions, roads and commercial developments are built or improved in the City of Jackson the City must pay for managing the resulting storm runoff. The City must install catch basins to capture storm water and storm sewers to convey the storm water to streams or rivers, ensuring it does not drain into the sanitary wastewater system and create sewer overflows. Furthermore the City must maintain the entire storm water collection system. In the past the City performed this work without a dedicated revenue source. The City used money from the general fund or the road budget, thus taking funds away from other critical programs. The storm water system is an expensive piece of the City's municipal infrastructure. The City's water and sanitary wastewater systems each have their own dedicated revenue sources derived from water and sanitary wastewater user fees. Water and sanitary wastewater users pay user fees that are partially calculated based on water consumption. However, this has not been the case with storm water management, which has had no user fees attached to it. Municipalities across the country are changing this. They now view their storm water systems as utilities similar to their water and sanitary wastewater systems. They are developing storm water user fee structures to pay for storm water planning, administration, construction and operation and maintenance.

The sole funding source for the implementation and administration of the storm water utility is the storm water user fee which is a fee charged to properties located within the City of Jackson. This fee is proportional to the storm water leaving each property and the impervious and pervious surface areas of each property are used to estimate the amount of stormwater leaving each property. The impervious area, in square feet, is multiplied by a factor of 0.95 and the pervious area by a factor of 0.15. The sum of these calculations is defined as the Equivalent Hydraulic Area (EHA) of the property.

Based on the impervious and pervious area measurements of a sample of properties, the EHA of a typical detached single family residential property in the City of Jackson has been determined to be 2,125 square feet and has an associated fee that is established by resolution by the City of Jackson. This is defined as one

EHA unit.

Detached single family homes (up to and including four units) pay a flat storm water user fee based on the fee charged to a property having one EHA unit.

For all other non-residential properties their impervious and pervious areas are individually measured and their individual EHA units are calculated. These properties are billed individually calculated storm water user fees based on their EHA units. These properties are billed based on an associated fee that is established by resolution by the City of Jackson. The number of EHA units assigned to a property will remain constant unless physical changes are made that alter the calculation of the number of EHAs assigned to that property. These non-residential properties are billed a minimum storm water user fee equivalent to the lowest category flat storm water user fee charged to detached single family homes regardless of any credits that may be applicable to them.

3.0 What is a Storm Water User Fee Credit?

All property types are eligible for a reduction in their storm water user fees through storm water user fee credits.

The storm water user fee credit is a conditional reduction in the storm water user fee if a property owner voluntarily takes measures to reduce the storm water rate or volume flowing from the property to the City of Jackson's storm water system. The credit can be obtained through:

- Installation and continuing use, operation, and maintenance of an approved physical storm water best management practice (BMP) that the City of Jackson does not own, maintain, or operate.
- BMP activities that reduce or alleviate the City of Jackson's cost of providing the City's storm water management program.

This Storm Water User Fee Credit Manual details the policies and procedures applicable to the storm water user fee credit program.

4.0 Credit Policies

4.1 General Policies

- a) Credit is given to eligible customers only. An eligible customer shall be the legal owner of a property which has the primary legal responsibility for operation and maintenance of a qualifying storm water BMP located on the same property.
- b) Multiple credits can be given to eligible properties by adding approved credit percentages. The total credit given to any property cannot exceed 50% of the storm water user fee for that property. The minimum storm water user fee for individually measured non-residential properties, regardless of credits, is the storm water user fee equivalent to the lowest category flat storm water user fee charged to detached single family homes.
- c) It is the responsibility of the storm water customer to apply for storm water user fee credits, and to provide the necessary information with the credit application, as described herein. Questions relating to credits and credit applications should be directed to the Administrator. City staff is not responsible for initiating, performing engineering calculations, or otherwise assisting with the preparation of credit applications. Any engineering calculations, drawings and inspection reports required by the credit application must be prepared and stamped by a professional engineer licensed in the State of Michigan for this area of expertise. This application shall include a recent inspection report by an engineer certifying that the system is properly designed and is being maintained.

- d) Credit applications will only be reviewed if they are filled-out completely. If the credit application is not administratively complete or been approved, the credit applicant will receive notice either by email (if provided) or by U.S. mail.
- e) Any approved credit application received within one (1) year from when the applicant received their initial storm water user fee bill will apply retroactively to the date of the initial user fee bill. After July 1, 2012, if credit applications are approved at least thirty (30) days before an applicant's next regularly scheduled bill, the credit will appear on the next bill.
- f) Applications for a storm water user fee credit for new construction may be submitted after the storm water BMP is in place.
- g) The City will, at its discretion, undertake periodic visual inspections of the storm water BMPs being utilized to obtain a credit. Consequently, an access easement must be granted to the City for credits to be approved. If the storm water BMP is found to be functional and being properly maintained, the credit will remain in effect. If the BMP facility is not functional or is not being adequately maintained, the credit will be voided on subsequent billing cycles. The Administrator may revoke a credit at any time for non-compliance by providing thirty (30) days written notice of a non-complying condition and intent to revoke the credit to the property owner. If the non-compliance is not cured within the thirty (30) day period, the Administrator shall eliminate the credit. Before a credit is re-instated, the property owner will have to reapply for the credit.
- h) Properties that have been issued storm water credits will be required to submit compliance statements every three (3) years from the date of credit approval. This statement can be filled out and signed by the property owner or the owner's designee. The Administrator may revoke a credit for failure to submit this compliance statement by providing thirty (30) days written notice of a non-complying condition and intent to revoke the credit to the property owner. If the non-compliance is not cured within the thirty (30) day period, the Administrator shall eliminate the credit. Before a credit is re-instated, the property owner will have to reapply for the credit.
- j) Storm water user fee credits are available for:
 - a. Residential Property: Flat Rate 25%
 - b. Non-Residential Storm Water Quantity: 25 to 50%
 - c. Education: 25%

Each practice is described in more detail below.

4.2 Credit Descriptions

4.2A Residential Property Credit: Flat Reduction of 25%

A Residential Flat Rate Water Quantity Reduction Credit of 25% is available to owners of a property that contains a detached single family home or up to four units. The applicant must show that a City of Jackson-approved storm water BMP has been effectively implemented on the property. City of Jackson approved residential property storm water BMPs include:

- Rain Gardens
- On-site Storm Water Storage
- Vegetated Filter Strips

4.2A1 Rain Gardens: Rain gardens are landscaped areas built in a depression that are designed to capture and filter storm water runoff from a roof or other impervious surface. The plants and soil of the rain garden

provide an easy, natural way of reducing the amount of storm water runoff from individual residential properties. To obtain the Residential Property Credit, the rain garden must meet the following criteria:

- At least 25% of a property's roof area or an equivalent impervious surface area on the property must drain to the rain garden.
- Storm water overflows from the rain garden must be directed to appropriate outlets to the storm water system and away from neighboring properties, sidewalks, steep slopes, or retaining walls.
- The rain garden must be sized and constructed in accordance with the City of Jackson Storm Water Management Manual.

Maintenance Guidelines – Rain Gardens

- Maintenance guidelines for rain gardens can be found in the City of Jackson Storm Water Management Manual.

4.2A2 On-site Storm Water Storage: On-site residential storm water storage structures can include rain barrels, cisterns or other storage devices. These structures collect and capture storm water from roofs that would otherwise be drained directly to the storm water system or streams. On-site storm water storage structures can be used to water plants, trees, or lawns during dryer periods. To obtain the Residential Property Credit the following criteria must be met:

- 75% of the property's roof area is properly connected to rain barrels or other approved storage devices that provide at least 50 gallons of storage per downspout, or storage devices must be sized to hold the runoff from 50% of the property's roof area during a 1-inch rainfall event.
- The minimum amount of on site water storage required must be completely drained in no less than 24 hours, and no longer than 4 days, after each rainfall event. Longer drainage periods may be acceptable if the storage device is larger than the minimum required storage.
- Storm water overflows from on site storm water storage or the draining of on-site storage devices must be directed to appropriate outlets to the storm drainage system or to vegetated areas, and away from neighboring properties, sidewalks, steep slopes, or retaining walls.
- On-site storm water storage must be completed in such a way that does not provide mosquito breeding grounds, such as making sure rain barrels are covered with a lid or screen that prevents mosquitoes from entering the storage structure.
- Storm water from the onsite storm water storage structures must be applied to on-site vegetation and should not discharge from the property. Longer drainage periods may be acceptable if the storage structure is larger than the minimum size required for credit.
- All on-site storm water storage structures must meet the requirements of the City of Jackson Storm Water Management Manual.

Rain Barrel: A rain barrel is composed of a 30 gallon, minimum volume, barrel or drum, a spigot, a vinyl hose, downspout diverter, and an overflow mechanism. A screen opening or downspout diverter can be used to keep debris and insects out. Overflow mechanisms allow the storm water to either be diverted to the storm water system or landscaping features when the barrel is full. These overflow mechanisms may include diverters that allow water to flow back into the downspout or flexible pipe that allows overflows to be diverted to landscaped areas.

Saving water not only helps protect the environment it saves money and energy because of the decreased demand for treated tap water.

Rain barrels can be purchased from the Jackson County Conservation District
211 West Ganson Street
Suite 200
Phone 784-2800
<http://www.jacksoncd.org/wp-content/uploads/2009/09/rain-barrels1.pdf>.

Cistern: Cisterns are similar to rain barrels in function but hold larger quantities of water. They can be installed underground, at ground level, or elevated depending on the site and space constraints of the property. A cistern should be constructed out of reinforced concrete, galvanized steel, or plastic, and should have a smooth interior surfaces, be watertight, have enclosed lids and be sized according to the installation standards below to manage the proper amount of runoff.

Installation Standards: To obtain a Residential Property Credit for on-site storm water storage the following standards and requirements must be met:

- 75% of the property's roof area is properly connected to rain barrels or other approved storage devices that provide at least 50 gallons of storage per downspout, OR
- Storage structures must be sized to hold the runoff from at least 50% of the property's roof area during a 1-inch rainfall event.

$$V = \frac{1}{2} \times A \times 0.6225 \text{ gallons/feet}^2$$

Where:

V = volume of storage structure in gallons

A = surface area of roof in square feet

0.6225 = conversion factor (gallons per cubic foot per inch of rain)

Example

A 500 gallon cistern would provide runoff storage from a 1,600 square foot rooftop for a 1 inch rainfall.

A = 1,600 square feet

$\frac{1}{2} \times 1,600 \times 0.6225 = 498$ gallons

Maintenance Guidelines – Rain Barrel or Cistern

- Clean your gutters regularly to reduce debris.
- Clear off any screens as necessary.
- Periodically check any hoses associated with the storage structure to clear any debris.
- To winterize, disconnect the downspout and return the downspout to its original configuration. Remove the hoses, mesh screen and store them. Make sure to drain the container, to prevent it from freezing and cracking. If possible, store it upside down, so no water or materials will be able to enter.
- For cisterns, leave the outflow spigot fully open during frost/freezing periods and unhook the drain hose about twice a year to clean out any compacted sediment.

4.2A3 Vegetated Filter Strips: Vegetated filter strips are uniform strips of dense turf, meadow grasses, trees or other vegetation with a maximum slope to treat the water quality of small sheet flows from

impervious surfaces. In certain circumstances a large lawn may meet the criteria for a vegetated filter strip. To obtain the Residential Property Credit the following criteria must be met:

- 50% of the property's roof area drains to the vegetated filter strip.
- Runoff from downspouts must be dispersed using splash block prior to reaching filter strip.
- The slope of a vegetated filter strip must be less than 5%.
- Filter strips must be fully vegetated and vegetation must be kept healthy.
- Vegetated filter strips must have a minimum length of 50 feet.

Maintenance Guidelines – Vegetated Filter Strips

- Maintain healthy vegetation along the filter strip. If planted with grass, the height should be at least 3 inches.
- If erosion occurs causing rills and gullies, repair and stabilize.
- Check splash blocks twice a year and make sure they are not broken or deteriorating. Replace as needed.

4.2A4 Maintenance Requirements: Storm water BMPs installed on a property must be maintained to ensure their continued function. The applicant has the legal responsibility to maintain the storm water BMP. The recertification process will require documentation that the storm water BMP is continuing to function as originally intended.

4.2A5 Restrictions:

- The Residential Property Credit applies only to the applicant.
- Credits do not transfer if ownership changes. A new application must be submitted for new owners to continue receiving the Residential Property Credit.
- Residential storm water BMPs cannot be combined on a property for a credit larger than 25%.
- The storm water BMPs must comply with the requirements of the City of Jackson Storm Water Management Manual.
-

4.2A6 Application and Documentation:

To receive the Residential Property Credit, the applicant must submit the documentation listed below. A complete application must be submitted for the City of Jackson to begin the review process.

- General Application (Appendix A).
- Residential Property Credit Application (Appendix B).

4.2A7 Recertification:

The Residential Property Credit is valid for five (5) years. The applicant must submit the recertification application every five years to continue to receive credits towards their storm water user fee.

Failure to submit recertification information by the required deadline will result in elimination of the credit.

4.2B Non-Residential Storm Water Quantity Credit

A Storm Water Quantity Credit is available for non-residential applicants who implement storm water BMPs designed to control storm water peak flows from to properties whose peak storm water runoff rate is restricted and/or controlled through on-site structural control facilities such as detention and retention ponds designed, constructed, and maintained according to the City of Jackson Storm Water Management

Manual. This will reduce the burden on storm water infrastructure, including streams, storm sewers, combined sewers and other receiving waters, and can reduce flooding frequency and magnitude.

4.2B1 Non-Residential Storm Water Quantity Credit Amounts

The City of Jackson will provide up to a 50% credit for surfaces that drain through a storm water BMP that controls the peak discharge rates at which flow of post-development peak runoff is released with respect to the pre-development peak flow:

- Post-development is equal to or less than pre-development peak flow for the 1-year storm flow design: Credit Amount 25%.
- Post-development is equal to or less than pre-development peak flow for the 2, 10, and 25-year storm flow design: Credit Amount 35%.
- Post-development is equal to or less than pre-development peak flow for the 2, 10, 25, 50, 100 year storm flow design: Credit Amount 45%.
- Post-development is equal to or less than pre-development peak flow for the 2, 10, 25, 50, 100 year storm flow design: Storm water facilities that provide 20% more storage volume than required for the 100-year design storm. This does not include required freeboard above the emergency spillway. Credit Amount 50%.

4.2B2 Application and Documentation:

To receive the Non-Residential Storm Water Quantity Credit, the applicant must submit the documentation listed below. A complete application must be submitted for the City of Jackson to begin the review process.

- General Application (Appendix A).
- Non-Residential Storm Water Quantity Credit Application (Appendix C).

4.2B3 Recertification:

The Non-Residential Storm Water Quantity Credit is valid for three (3) years. The applicant must submit the recertification application every three years to continue to receive credits towards their storm water user fee.

Failure to submit recertification information by the required deadline will result in elimination of the credit.

4.2C Education Credit

The education credit of 25% is available to schools recognized by the State of Michigan that provide to its students a regular and continuing program of education concentrating on stewardship of our water resources and minimization of demand on the City of Jackson's storm water system. This education must be provided annually to at least 25% of the grade levels across the school or school district. An individual school may apply for the credit, or a school district may apply on behalf of all its schools. The rationale behind this credit is that the information provided by the school will translate into appreciation and stewardship of local water resources and thereby reduce negative impacts (such as pollutant impacts) on local streams, ponds and lakes that can result from uninformed citizens.

4.2C1 Education Credit Requirements:

The Education Credit is available to elementary, middle and high schools (both public and private) located in the City of Jackson. Suggested education topics include:

- The natural water cycle as well as the urban water cycle, including water and wastewater treatment.
- The watershed concept, stream formation, and causes of erosion and flooding.

- Effects of storm water and surface water pollution on Michigan rivers, streams, and the Great Lakes.
 - Storm water runoff pollution prevention.
 - Water conservation and its relevance in water-rich Michigan.
 - Watershed management, topography and the geologic history of Michigan.
 - The function and ecosystem services provided by streams, wetlands, and floodplains for flood control and erosion control.
1. Approval of the Education Credit application will result in a 25% credit to the assessed storm water user fee. The Education Credit will be applied only to the school property(s) where the curriculum is taught. Approved Education Credits can be applied in addition to any other approved credits
 2. Schools that are interested in obtaining the Education Credit must submit a completed application form to the Administrator. The form will require a description of the educational program, list of educational tools used, estimated number of students that will/have receive the education, the length of the educational program and the schedule for providing refresher teacher training courses.

4.2C2 Restrictions:

- Separate non-educational properties owned by the school or school district, such as administrative, transportation or maintenance facilities are not eligible for the Education Credit, but may apply for any Storm Water Quantity Credit.
- Education Credits may be taken in combination with other Storm Water Quantity Credit.

4.2C3 Application and Documentation:

To receive the Education Credit, applicants must submit the documentation listed below:

- General Application (Appendix A).
- Education Credit Application (Appendix D).
- Description of educational program, curricula or program materials. This should be 3 pages in length, maximum.
- Grade levels using the curricula (must be at least 25% of all grades at school or school district).
- Estimated number of students reached each school year.

4.2C4 Recertification:

The Education Credit is valid for five (5) years. The school must submit recertification information every five years to continue to receive the credit.

- The applicant must use the recertification application provided by the City of Jackson.
- Failure to submit the required documentation by June 30th of the fifth year will result in elimination of the credit.

4.2C5 Examples:

- The North School District has implemented three different curricula that have been integrated across all the school district's 3rd, 7th, and 9th grades. The school district can apply for a 25% Education Credit for providing this curriculum for 25% of the school district's grade levels. The credit would apply to all school buildings in the district that are used for educational purposes.
- St. Catherine's High School, is a private 4-year high school that has integrated a clean water

program into the 9th grade curriculum that is taught to all 9th graders. The school can apply for a 25% Education Credit for providing this curriculum to 25% of the grade levels. The school also has a storm water detention pond on the school's property, designed to the City of Jackson's detention pond standards, to manage the storm water runoff from the school parking lot. The school can also apply for a Non-Residential Storm Water Quantity Credit for the impervious surface that drains to the storm water detention pond as long as it provides the required documentation. However, the maximum storm water user fee credit is limited to 50% of the school's storm water user fee for the high school property. Regardless of the applicable storm water user fee credits, the school's storm water user fee cannot fall below the equivalent storm water user fee of the lowest category flat storm water user fee charged to a detached single family home.

5.0 General Credit Application Procedures

Applications must be submitted with all required documentation to the City of Jackson as described on each application.

When an application is received, the Administrator will conduct an administrative completeness review of all submitted materials. If the application is not complete, the applicant will be contacted and requested to provide any additional information necessary to complete the application.

Following the receipt of a complete application, the Administrator will provide a complete review and the applicant will be notified in writing when an application is approved or denied.

If a credit application is approved at least thirty (30) days before an applicant's next regularly scheduled bill, the credit will be applied to that upcoming bill, otherwise, the credit will appear on the next bill.

In cases of denial, the reasons for denial will be included.

The Administrator's determination to grant, deny, or revoke storm water user fee credits may be appealed in accordance with the City of Jackson Storm Water Utility Ordinance, Ordinance Number 2011.02, as amended.

6.0 Glossary

The following definitions shall apply in the use of this Storm Water User Fee Credit Manual. All definitions used in the City of Jackson, Michigan Storm Water Utility Ordinance, Ordinance No. 2011.02, as amended, are applicable as well to this Storm Water User Fee Credit Manual. Words used in the singular shall include the plural, and the plural, the singular; words used in the present tense shall include the future tense. The word "shall" is mandatory and not discretionary. The word "may" is permissive. Words not defined herein shall be construed to have the meaning given by common and ordinary use as defined in the latest edition of Webster's Dictionary.

Administrator is the City Engineer or such other person as the City Manager may designate.

Appeal is the process of filing a dispute with the user fee determination, adjustment or credit as recognized by the City.

Applicant is any person, or a duly designated representative applying for a storm water user fee credit, storm water discharge permit or storm water connection.

Best Management Practices, or BMPs shall mean a schedule of activities, prohibitions of practices,

maintenance procedures, and other management practices to prevent or reduce the discharge of pollutants to the waters of the State.

City shall mean the City of Jackson, Michigan and its authorized agents.

Council shall mean the City Council of the City of Jackson, Michigan.

Credit shall mean a conditional reduction in the amount of a storm water user fee charge to a property based on the provision and continuing presence of, use, operation, and maintenance of practices that the City of Jackson does not own, maintain or operate; or based on the continuing provision of activities that may reasonably reduce or mitigate the City's cost of providing for the City's storm water management program.

Customer shall mean the owner of any property that is receiving a storm water utility service from the City of Jackson, Michigan.

Detention shall mean the prevention of, or to prevent, the discharge, directly or indirectly, of a given volume of storm water runoff into the storm water system by providing temporary on-site storage.

Discharge shall mean the flow of water from a project, site, aquifer, drainage basin, or other drainage facility.

Easement shall mean a grant by a property owner for a specified use of all or a specified portion of land to a person or the public at large.

Erosion shall mean the wearing or washing away of soil by the action of water.

Equivalent Hydraulic Area (EHA) of a property shall mean the sum of the impervious surface area of the property multiplied by a factor of 0.95 plus the pervious surface area multiplied by a factor of 0.15.

Equivalent Hydraulic Area Unit (EHA Unit) shall mean the EHA of a typical detached single family residential property in the City of Jackson determined by an engineering analysis to be 2,125 square feet. The EHA Unit may be modified from time to time, if necessary, based on future engineering analyses. Detached single family homes (up to and including four units) pay a flat storm water user fee based on the fee charged to a property having one EHA unit.

Freeboard shall mean the space from the top of an embankment to the highest water elevation expected for the largest design storm stored. The space is often required as a safety margin in a pond or detention basin.

Frequency Year Storm shall mean a rainfall event expressed as an exceedance probability with a specified chance of being equaled or exceeded in any given year, as follows:

- One Year.....100 percent
- Two Year..... 50 percent
- Ten Year.....10 percent
- Twenty-Five Year.... 4 percent
- Fifty Year..... 2 percent
- One-Hundred Year... 1 percent

Impervious area or surface shall mean any surface that is compacted or covered with material that resists or impedes permeation by water, including but not limited to, most conventionally graded streets, rooftops,

parking lots, sidewalks, patios and driveways, and any other oiled, graveled, graded, or compacted surfaces.

MDNRE shall mean the Michigan Department of Natural Resources and Environment (formerly known as the Michigan Department of Environmental Quality)

Operation and Maintenance shall mean any component of a storm water system requiring expenditure for materials, labor, utilities and other items for the management and uninterrupted operation of the storm water system in a manner for which the storm water system was designed and constructed.

Operation and Maintenance Costs shall mean all costs, direct and indirect, of operation and maintenance of a storm water system.

Owner shall mean any person, firm, partnership, association, joint venture, corporation or other entity or combination of entities who alone, jointly, or severally with others hold(s) legal or equitable title to any real property. The term "owner" shall also include heirs, successors, and assigns.

Parcel shall mean a tract, or contiguous tracts, of land in the possession of, owned by, or recorded as property of the same claimant person.

Person shall mean any individual, association, organization, partnership, firm, public or private corporation or public agency.

Pervious area or surface is all land area that is not impervious.

Professional Engineer shall mean a professional engineer who is licensed by the State of Michigan and skilled in the practice of civil engineering and the engineer of record for the project under consideration.

Property shall mean any land within the boundary of the city of Jackson, both publicly and privately owned, including public and private rights of way.

Retention shall mean the prevention of, or to prevent, the discharge, directly or indirectly, of any storm water volume into the storm water system.

Storm event shall mean a storm of specific duration, intensity, and frequency.

Storm water means storm water runoff, snowmelt runoff, footing drain discharges, surface runoff and drainage.

Storm water design standards shall mean those standards included within the City's Storm Water Management Manual, and such other standards that may be adopted by the City from time to time.

Storm water management shall mean one or more of the following:

- The quantitative control achieved by the storm water system of the increased volume and rate of surface runoff caused by alterations to the land.
- The qualitative control achieved by the storm water system, pollution prevention activities, and ordinances to reduce, eliminate or treat pollutants that might otherwise be carried by storm water.
- Public education, information, and outreach programs designed to educate and inform the public on the potential impacts of storm water.

Storm water management plan shall mean the written documents and plans that contain the following elements which shall be used to guide the storm water management program:

- September, 2010 City of Jackson, Michigan Storm Water Utility Feasibility Study prepared by Tetra Tech.
- December, 2003 Upper Grand River Watershed Management Plan prepared by Tetra Tech and the June 2006 Update.
- Geographic limits of the City of Jackson.
- Storm water management services to be provided.
- The planning period covered by the storm water management plan.
- Projected operation and maintenance and capital expenses for each year of the storm water management plan planning period including steps taken to reduce expenses.
- Documentation of an analysis undertaken to evaluate the comparative cost-effectiveness of storm water management alternatives.
- Projected impervious and pervious areas of each class of property.
- The method of calculating any storm water user fees and storm water development charges, if used, proportionate to the necessary cost of providing the necessary level of service of storm water management services.
- The process and method by which the City of Jackson will determine which properties will be subject to any storm water user fee for use of the storm water system owned and operated by the City of Jackson.
- A description of the components of the storm water system owned and operated by the City of Jackson.
- A description of how credits to reduce storm water user fees will be applied and calculated.

Storm water management program shall mean one or more aspects of storm water management undertaken for the purpose of complying with applicable federal and state law and regulation or the protection of the public health, safety, and welfare related to storm water runoff.

Storm water runoff shall mean flow on the surface of the ground, resulting from precipitation and snowmelt that does not infiltrate into the soil, including material dissolved or suspended in it.

Storm water system shall mean the roads, streets, catch basins, curbs, gutters, ditches, storm sewers and appurtenant features, lakes, ponds, channels, swales, storm drains, canals, creeks, catch basins, streams, gulches, gullies, flumes, culverts, siphons, retention or detention basins, dams, floodwalls, levees, pumping stations, and other like facilities, and natural watercourses and features located within the geographic limits of the City which are designed or used for collecting, storing, treating or conveying storm water or through which storm water is collected, stored, treated or conveyed, or any other physical means by which storm water management is achieved.

Storm water user fee shall mean the fee charged to properties within the City of Jackson calculated proportionate to the necessary cost of providing storm water system management services to the users of the

City's storm water system.

Structure shall mean anything constructed or installed with a fixed location on or in the ground.

Surface Waters shall mean any receiving waters existing on the surface of the ground, including but not limited to; brooks, streams, rivers, wetlands, ponds, or lakes.

Undeveloped shall mean the condition of a property unaltered by construction or the addition of impervious surface.

User shall mean a firm, person or property that directly or indirectly contributes storm water to the storm water system.

Water quality shall mean those characteristics that relate to the physical, chemical, biological or radiological integrity of water.

Water quantity shall mean those characteristics that relate to the rate and volume of the storm water runoff to downstream areas.

Watershed shall mean an extent of land where storm water runoff drains downhill into a body of water, such as a river, lake, reservoir, estuary, or wetland. The watershed includes both the streams and rivers that convey the water as well as the land surfaces from which water drains into those channels, and is separated from adjacent watersheds by a topographic divide.

APPENDIX A
General Application

CITY OF JACKSON, MICHIGAN
STORM WATER USER FEE CREDIT
GENERAL APPLICATION

1. Applicant Name:
2. Contact Name (if different than applicant):
3. Parcel Identification Number (if known):
4. Water/Sewer/Storm Water Account Number (if known):
5. Property Address: Street Number: Zip code:
6. Mailing Address (if different than property address): Street Number: City: Zip code:
7. Phone Number:
8. FAX Number:
9. Email Address:
10. Credits Applying For: <input type="radio"/> Residential Property Credit (25% Flat Rate) <input type="radio"/> Storm Water Quantity Credit (25 to 50%) <input type="radio"/> Education Credit (25% - Schools Only)
11. Applicant/Contact Signature: <i>I hereby request that the City of Jackson review this application for a storm water user fee credit. I further authorize City staff to inspect the property identified in this application, if necessary, for the purpose of assessment for a possible credit. I certify that I have authority to make such a request and grant such authority for this property. The attached information is true and correct to the best of my knowledge and belief. I agree to provide corrected information to the City of Jackson should there be any change in the information provided herein.</i> Applicant Signature: _____ Applicant Name: _____ Title: _____ Date: _____

Email form to: Stormwater@cityofjackson.org OR

Mail to: City of Jackson, Public Works – Storm Water, 521 Water Street, Jackson, MI 49203

OR FAX to: 517-788-4639

For Questions Regarding the Credit Application, Contact: Phone: 517-788-4082 (Main line for calls)

APPENDIX B

**Storm Water User Fee
Residential Property Credit Application**

CITY OF JACKSON, MICHIGAN
STORM WATER USER FEE
RESIDENTIAL PROPERTY CREDIT APPLICATION

1. Applicant Name:
2. Credit Applying For: <ul style="list-style-type: none">○ Rain Garden<ul style="list-style-type: none">○ # of downspouts draining to rain garden _____ (if applicable)○ Jackson Storm Water Management Manual worksheet, attached.○ On-Site Storm Water Storage:<ul style="list-style-type: none">○ Rain Barrels○ Cistern# of downspouts draining to on-site storage _____Volume of on-site storage _____ gallons○ For cistern, calculations from Jackson Storm Water Management Manual worksheet, attached.○ Vegetated Filter Strips<ul style="list-style-type: none"># of downspouts draining to vegetated filter strip _____Slope of yard _____%Length of vegetated strip _____ feet
3. Photograph or sketch of Rain Garden, Rain Barrels, Cistern or Vegetated Filter Strip as installed is attached.

APPENDIX C

**Storm Water User Fee
Non-Residential Quantity Credit Application**

CITY OF JACKSON, MICHIGAN
 STORM WATER USER FEE
 NON-RESIDENTIAL QUANTITY CREDIT APPLICATION

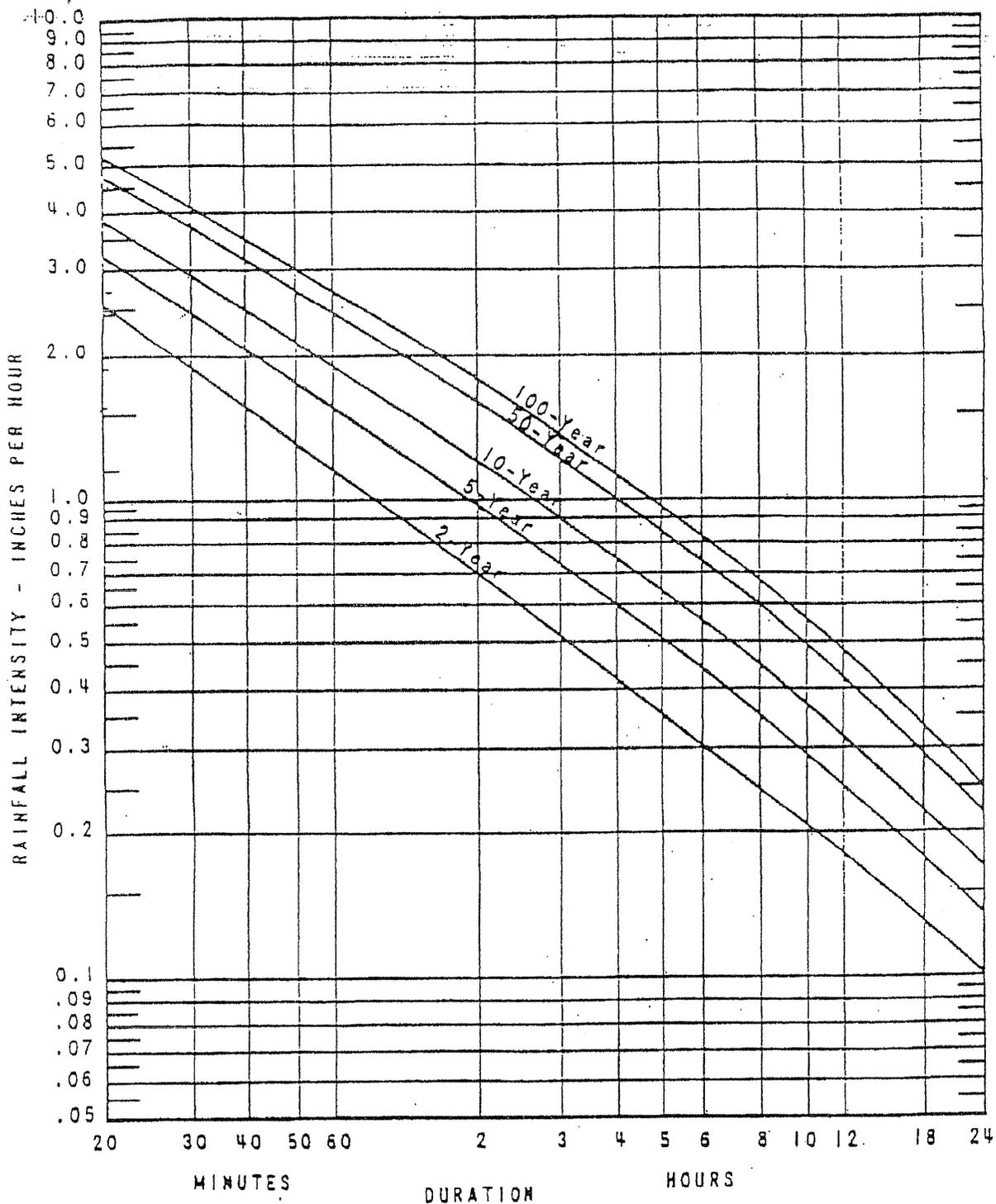
1. Applicant Name: _____
2. Storm Water Structure Description: _____
3. Credit Applying for: <ul style="list-style-type: none"> <input type="radio"/> Post-development is equal to or less than pre-development peak flow for the 1 year storm flow design: Credit Amount 25%. <input type="radio"/> Post-development is equal to or less than pre-development peak flow for the 2, 10, and 25-year storm flow design: Credit Amount 35%. <input type="radio"/> Post-development is equal to or less than pre-development peak flow for the 2, 10, 25, 50, 100 year storm flow design: Credit Amount 45%. <input type="radio"/> Post-development is equal to or less than pre-development peak flow for the 2, 10, 25, 50, 100 year storm flow design: Storm water facilities that provide 20% more storage volume than required for the 100-year design storm. This does not include required freeboard above the emergency spillway. Credit Amount 50%.
4. Required Documents Attached: <ul style="list-style-type: none"> _____ Submitted topographic map(s) or site plan(s) showing project location, scale, contours, north arrow, impervious and pervious areas and constructed storm water system(s) including the components for which a credit is requested. _____ Drainage area map, including off-site areas draining through components for which a credit is requested. _____ Size, location and labeling of all storm water structures. _____ Construction details of storm water components. _____ Final recorded document (deed description or plat) dedicating storm drainage and access easements (if applicable). _____ Inspection and Operation, Maintenance and Repair Plan _____ Legal agreement(s) for operation and maintenance for applications that include multiple account holders (if necessary). _____ A recent inspection report (less than one year from application date) by an engineer or landscape architect certifying that the system is properly designed and is being maintained. _____ Calculations using industry-standard hydrologic/hydraulic software for pre-and post-development conditions, including input and output data.
5. Signature: <i>I hereby certify that to the best of my knowledge the storm water system for which a storm water user fee quantity credit is requested has been constructed in a manner to potentially meet one or more of the storm water user fee quantity credit criteria, is operating as designed and is being properly maintained. I further certify that to the best of my knowledge the calculations, technical details and information provided accurately reflect the condition of this storm water system at the time of my inspection.</i>
Engineer, Architect or Landscape Architect Signature: _____ Name: _____ Michigan License Number: _____ Company: _____ Address: _____ Company Phone: _____ Company FAX: _____ Date: _____

APPENDIX D

**Storm Water User Fee
Education Credit Application**

CITY OF JACKSON, MICHIGAN
STORM WATER USER FEE
EDUCATION CREDIT APPLICATION

1. School or School District Name: _____
2. List Schools That Apply: _____
3. Program Information: o Grade Levels Offered at School/School District: _____ o Grade Levels Using Curriculum: _____ o Estimated Number of Students Reached Each Year: _____
4. Description of educational program, curricula and/or program materials attached.
5. Proof of coursework:
6. Principal Signature: <i>I hereby certify that to the best of my knowledge the storm water education program for which a storm water user fee education credit is requested meets the storm water user fee education</i> Principal Signature: _____ Name: _____ School: _____ Address: _____ Phone: _____ FAX: _____ Date: _____



Data taken from U.S. Weather Bureau T.P. No. 20 - Rainfall-Frequency Regime - Part 5 - Great Lakes Region - 1960

GRAND RIVER BASIN, MICHIGAN
 RAINFALL
 INTENSITY-DURATION-FREQUENCY
 JACKSON 1905-1957
 U.S. ARMY ENGINEER DISTRICT, DETROIT

EXHIBIT 3

ORDINANCE 2011, 12

An Ordinance to amend Section 27-188 of Article VI, Chapter 27 of the City of Jackson Code of Ordinances to increase the amount of credits available to property owners who voluntarily decrease their contributions to storm flows to the storm water system

THE PEOPLE OF THE CITY OF JACKSON ORDAIN:

Section 1. That Section 27-188 of Article VI, Chapter 27 of the City of Jackson Code of Ordinances be amended to read as follows:

Sec. 27-188. CREDITS.

1. The purpose of this section is to provide for each owner's voluntary control over contributions of storm flows to the storm water system and the related storm water user fees and to advance protection of the public health, safety, and welfare.
2. The City shall offer credits that will enable any owner, through voluntary action, to reduce the storm water user fees calculated for that owner's property and will provide a meaningful reduction in the cost of service to the storm water system, or that shall be reasonably related to a benefit to the storm water system:
 - a. Credits will only be applied if certain requirements are met, including, but not limited to: completion of on-going maintenance, guaranteed right-of-entry for inspections, and submittal of certification reports.
 - b. Credits will be defined as percent (%) reductions applied to the storm water user fee calculation.
 - c. Credits are additive for each credit category. The maximum credit shall not exceed ~~50~~75 % of the storm water user fee calculation.
 - d. As long as the storm water facilities or management practices are functioning as approved, the credit will be applied to the storm water user fee. If the approved practice is not functioning as approved or is terminated, the credit will be cancelled and the storm water user fee will return to the baseline calculation. Once the credit has been cancelled, an owner may not reapply for a credit for a period of 12 months and only then if the deficiency has been corrected, as determined by City inspection.
 - e. Credits will be applied to the next complete billing cycle after the application has been approved.
3. The Administrator shall define a method for applying and granting credits, as well as criteria for determining the credits an owner may receive. The Administrator may establish credits for one or more of the following owner actions:
 - Residential Property: Flat Rate ~~25~~50%

- Storm Water Quantity (non-residential): 25-37.5 to 50-75%
- Education: 25%
- Direct Discharge: Maximum of 75%.

Section 2. Effective Date. This Ordinance takes effect thirty (30) days after adoption.

STATE OF MICHIGAN
IN THE COURT OF APPEALS

JACKSON COFFEE CO, a
Michigan Corporation, **and**
KLEIN BROTHERS, LLC, a Michigan
Limited Liability Company, **and** Those
Similarly Situated,

Case No. _____

Plaintiffs,

v

CITY OF JACKSON, a Michigan
municipal corporation,

Defendant.

Brian W. Surgener (P46229)
Attorney For Plaintiffs
201 S. Mechanic St.
Jackson, MI 49201
(517)-374-4154

BRIEF IN SUPPORT OF COMPLAINT
UNDER HEADLEE AMENDMENT

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<i>Dukesherer Farms, Inc v Ball</i> 405 Mich 1; 273 NW2d 877 (1979)	8
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STATEMENT OF BASIS OF JURISDICTION

The Court of Appeals has original jurisdiction of a claim brought under the Headlee Amendment to the Michigan Constitution, Const 1963, art. 9, §§25 and 31, as provided in Const 1963, art. 9, §32, and pursuant to MCL 600.308a(1), MCR 2.112(M), and MCR 7.203(C)(5).

STATEMENT OF QUESTIONS INVOLVED

I. Whether the City of Jackson's Ordinance imposing a stormwater "fee" on all property owners in the City of Jackson should be stricken under the Headlee Amendment as an illegal tax imposed without a vote of the people, where such "fee" serves a revenue-raising purpose, is not proportionate to the necessary costs of the service, and is not voluntary because property owners are not able to refuse or avoid their use of the service?

Plaintiffs say, "Yes."

Defendant City of Jackson says, "No."

INTRODUCTION

Plaintiffs Jackson Coffee Co & Klein Brothers LLC, by their attorneys, brings this Complaint pursuant to Const 1963, art. 9, §§25, 31 and 32, MCL 600.308a(1), MCR 2.112(M) and MCR 7.206(D), for relief against Defendant City of Jackson in connection with its imposition of a stormwater "fee" on all property owners in the City of Jackson, where such "fee" is an impermissible tax under the Headlee Amendment, and unfairly exempts the City streets from its purview.

There are factual questions to be resolved, which will require a period of discovery. The stormwater "fee" imposed under the City of Jackson Ordinance is substantially similar to the "fee" charged under the City of Lansing Ordinance that was struck down by the Michigan Supreme Court in *Bolt v City of Lansing*, 459 Mich 152; 587 NW2d 264 (1999). Under the criteria set forth in *Bolt*, the stormwater "fee" imposed by the City of Jackson Ordinance should be stricken.

STATEMENT OF FACTS

Plaintiffs are business and property owners in the City of Jackson, with offices in Jackson, Michigan. Plaintiff owns several parcels of real property in the City of Jackson.

Defendant City of Jackson is a Michigan municipal corporation, with offices in Jackson, Michigan.

On January 11, 2011, the City of Jackson adopted a Storm Water Utility Ordinance, for the purpose of conducting the City's storm water management program. The Ordinance provides for the proportional allocation to property owners of the necessary costs of the storm water utility, based upon the extent to which each parcel of real property contributes to the need for storm water management. The "fee" is calculated upon the representative impervious and pervious area of the property, computed as Equivalent Hydraulic Area (EHA) Units. See Ordinance No. 2011.02,

No public or private property is exempt from the "fee" under the Ordinance, except for public road rights-of-way (but not internal site roadways within public facilities). Thus, the "fee" is simply a charge on the area of property a person owns upon which rain falls. The Ordinance further provides that storm water user "fees" shall be determined and modified, from time, to time, so that the total revenues generated by such user "fees" shall be sufficient to meet the costs of the City's storm water management program.

The Ordinance initially allowed up to a 50% credit on the "fee" to property owners who, through voluntary action, reduce contributions to storm water flow, e.g., through

detention ponds and other storm water management practices. See Storm Water User Fee Credit Manual,

On July 19, 2011, the Ordinance was amended to allow up to a 75% credit on the "fee" to certain property owners. See Ordinance No. 2011.12, However, all property owners must pay a "fee" regardless of the credits allowed. The "fee" on a property can not be avoided by the voluntary actions of a property owner, and can not be reduced to zero.

The Ordinance provides a procedure for a property owner to appeal the storm water user "fee," e.g., on the grounds that the impervious and/or pervious area of the property is less than estimated by the Administrator in the calculation of that property's storm water "fee." However, there is no appeal on the grounds that the property owner does not receive a service.

For enabling authority, the Ordinance references the Michigan Revenue Bond Act in the Enforcement section, with regard to the unpaid "fees" becoming a lien on the property, which are ultimately enforceable in the same manner as the collection of taxes, MCL 141.121(3). The Ordinance also makes references to the Federal Clean Water Act and the City's NPDES Stormwater Discharge Permit, which place increased mandates on the City to develop and implement storm water management. The Ordinance otherwise cites the City's obligation to protect the public health, safety, and welfare.

The Jackson City Charter generally authorizes the City to own, operate and maintain a sewer utility. See Article XVII of Jackson City Charter,

Regardless of whether the City is authorized to implement a sewer system, the issue raised here is whether the system can be funded in the manner set forth in the Ordinance. The stormwater "fee" was never approved by a vote of the people of the City of Jackson.

Beginning in May, 2011, Defendant City of Jackson submitted invoices to Plaintiff for the stormwater "fee," in conjunction with invoices for water service.

The stormwater "fee" portion of the invoices was not paid.

ARGUMENT

I. THE CITY OF JACKSON STORMWATER "FEE" SHOULD BE STRICKEN AS AN ILLEGAL TAX UNDER THE HEADLEE AMENDMENT

Plaintiffs hereby seek a declaratory judgment that the Defendant City of Jackson's imposition of a stormwater "fee" on all property owners in the City of Jackson is an impermissible tax under the Headlee Amendment, Const 1963, art. 9, §§25 and 31, and injunctive relief prohibiting the City from collecting the stormwater "fee" from Plaintiff and/or other similarly situated property owners in the City of Jackson. In addition, Plaintiff seeks a refund of all stormwater "fees" collected from property owners in the City of Jackson.

This case presents an actual controversy for declaratory relief. MCR 2.605(A)(1). Plaintiff is entitled to injunctive relief prohibiting the City from enforcing the collection of its stormwater "fee," to prevent irreparable harm to Plaintiff.

A. Standards for Headlee Challenge.

Plaintiff challenges the validity of the stormwater "fee" under the Headlee Amendment, Const 1963, art. 9, §§25 and 31, as interpreted by the Michigan Supreme Court in *Bolt v City of Lansing*, 459 Mich 152; 587 NW2d 264 (1999).

The Headlee Amendment, Const 1963, art. 9, §25, provides in relevant part:

Property taxes and other local taxes and state taxation and spending may not be increased above the limitations specified herein without direct voter approval.

The Headlee Amendment, Const 1963, art. 9, §31, provides in relevant part:

Units of Local Government are hereby prohibited from levying any tax not authorized by law or charter when this section is ratified or from increasing the rate of an existing tax above that rate authorized by law or charter when this section is ratified, without the approval of a majority of the qualified electors of that unit of Local Government voting thereon.

The Headlee Amendment, Const 1963, art. 9, §32, provides:

Any taxpayer of the state shall have standing to bring suit in the Michigan State Court of Appeals to enforce the provisions of Sections 25 through 31, inclusive, of this Article and, if the suit is sustained, shall receive from the applicable unit of government his costs incurred in maintaining such suit.

MCL 600.308a(1) provides:

An action under section 32 of article 9 of the state constitution of 1963 may be commenced in the court of appeals, or in the circuit court in the county in which venue is proper, at the option of the party commencing the action.

Generally, a "fee" is "exchanged for a service rendered or a benefit conferred, and some reasonable relationship exists between the amount of the fee and the value of the service or benefit." A "tax," on the other hand, is designed to raise revenue. Determining whether the storm water service charge is properly characterized as a fee or a tax involves consideration of several factors.

The Supreme Court in *Bolt*, relying upon a long line of cases listed in the Headlee Blue Ribbon Commission Report, articulated three primary criteria to be considered when distinguishing between a "fee" and a "tax." The first criterion is that a user fee must serve a regulatory purpose rather than a revenue-raising purpose. A second, and related, criterion is that user fees must be proportionate to the necessary costs of the service. A third criterion is voluntariness, i.e., whether the property owners were able to refuse or limit their use of the commodity or service.

In *Wheeler v Charter Twp of Shelby*, 265 Mich App 657; 697 NW2d 180 (2005), the Court of Appeals noted that the *Bolt* criteria "are not to be considered in isolation, but rather in their totality, such that a weakness in one area would not necessarily mandate a finding that the charge is not a fee." *Wheeler, supra*, at 665, quoting *Graham v Kochville*

Twp, 236 Mich App 141, 151; 599 NW2d 793 (1999), citing *Bolt*, *supra*, 459 Mich at 167 n 16.

B. The City of Jackson Stormwater "Fee" is an Illegal Tax.

The City of Jackson storm water user "fee" is challenged here on the grounds that it is not truly a "fee," but rather is a "tax" that requires voter approval under the Headlee Amendment to the Michigan Constitution, Const 1963, art. 9, §§25 and 31. The storm water user "fee" at issue here is substantially similar to the one imposed by the City of Lansing in 1995, which was struck down by the Michigan Supreme Court in *Bolt*.

When viewed under the *Bolt* criteria, the charge under the Jackson Ordinance (1) serves a revenue-raising purpose more than a regulatory purpose, (2) does not appear to be proportionate to the necessary costs of the service, and (3) is not voluntary, i.e., property owners are not able to refuse or limit their use of the service. The Jackson Ordinance and the "fee" imposed thereunder fails the *Bolt* test.

1. The "Fee" Serves a Revenue-Raising Purpose.

The Jackson Ordinance is designed to raise revenue to fund the City's compliance with the Clean Water Act and the NPDES Permit. It uses a similar EHA formula to calculate rates as the Lansing Ordinance in *Bolt*. It provides for credits and appeals, but no appeal on the basis that no service is provided. It totally exempts the City's public road rights of way. It serves to benefit the public generally, and not the particular property owner who is subject to the charge. The charge is enforceable with a lien on property which are ultimately enforceable in the same manner as the collection of taxes, MCL 141.121(3).

2. The "Fee" is Not Proportionate.

The Jackson Ordinance requires that the total revenues generated by the charges must be sufficient to meet the cost of the City's storm water management program. Further, the charges are in addition to any special assessment, single lot assessment or public improvement charge that might be or become due for capital improvements to the storm water system.

3. The "Fee" is Not Voluntary.

The charge under the Ordinance is not voluntary, because property owners are not able to refuse or eliminate their use of the service. Indeed, even if a property owner takes steps to mitigate stormwater contributions, the maximum credit is only 75% of the "fee." A property owner can not reduce the "fee" to zero. Thus, the "fee" is simply a charge on the area of property a person owns upon which rain falls.

C. The Headlee Amendment Was Designed to Prevent Such a "Fee."

The mandatory "fee" under the Jackson Ordinance illustrates the evils that the Headlee Amendment was designed to prevent.

First, the Ordinance imposes a tax without distinctly stating the tax, in violation of Const 1963, art. 4, §32, which specifies: "Every law which imposes, continues or revives a tax shall distinctly state the tax." *Dukesherer Farms, Inc v Ball*, 405 Mich 1; 273 NW2d 877 (1979).

Further, the tax was implemented without direct voter approval, in violation of Const 1963, art. 9, §§25 and 31.

Finally, there is no limit on the rate or amount of the tax to be charged, in violation of the limitations contained in Const 1963, art. 9, §6.

The City of Jackson has other available means to meet its obligations under the Federal Clean Water Act and its NPDES Stormwater Discharge Permit that do not entail violating the Michigan Constitution. Among other options, the City could raise the necessary revenue through a properly enacted tax authorized by law and approved by the voters.

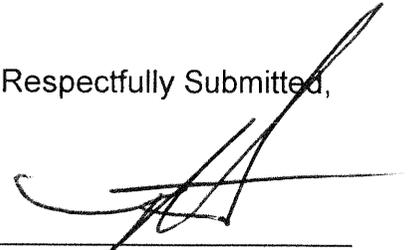
CONCLUSION AND RELIEF

For all the foregoing reasons, Plaintiffs hereby respectfully request that this Honorable Court:

- A. Refer this matter to a Special Master, and order a period of discovery;
- B. After the close of discovery, set this matter for hearing;
- C. After the hearing, declare that the Jackson Ordinance imposing a stormwater "fee" on all parcels of real property in the City of Jackson is unconstitutional under the Headlee Amendment;
- D. Enjoin the City of Jackson from collecting the stormwater "fee" under the Ordinance from Plaintiff and all other property owners in the City of Jackson;
- E. Order the City of Jackson to make full refunds of all stormwater "fees" collected from property owners in the City of Jackson.
- F. Award Plaintiff its costs and attorney fees incurred in bringing this action; and

G. Grant Plaintiff such other and further relief as may be required.

Respectfully Submitted,

A handwritten signature in black ink, appearing to read 'Brian W. Surgener', is written over a horizontal line. The signature is stylized with a large, sweeping initial 'B'.

DATED: December 25, 2011

Brian W. Surgener (P46229)
Attorney for Plaintiffs
201 S. Mechanic St.
Jackson, MI 49201
(517) 374-4154



CITY CLERK'S OFFICE
Lynn Fessel, City Clerk

CITY COUNCIL MEETING
January 10, 2012

MEMO TO: Honorable Mayor and City Council Members
FROM: Lynn Fessel, City Clerk
SUBJECT: Establishing January 24, 2012 public hearings on Special Assessment Roll Nos. 3365, 3366, 3367, 3368.

MOTION: **Establishment of January 24, 2012, at the City Council meeting as the time and place to hold public hearings on the following Special Assessment Rolls for street construction:**

- 1. Roll No. 3365 for Street Repaving on Loomis from Leroy to Argyle**
- 2. Roll No. 3366 for Street Repaving on North Street from Cooper to Lansing Ave.**
- 3. Roll No. 3367 for Street Repaving on Mason from Mechanic to Francis**
- 4. Roll No. 3368 for Street Repaving on Wilkins from Jackson to Francis**

The above public improvements have been completed and the City Assessor has prepared the Assessment Rolls. If action is taken to establish the public hearings, notification letters will be sent to the property owners included on the rolls and a notice will be placed in the Jackson Citizen Patriot.

C: City Manager

CITY OF JACKSON



161 W. Michigan Ave.
Jackson, MI 49201
Phone: (517) 788-4028
Facsimile (517) 768-5820

Office of Mayor
Martin J. Griffin

MICHIGAN CITY COUNCIL MEETING January 10, 2012

MEMO TO: City Councilmembers

FROM: Martin J. Griffin, Mayor *mjg*

DATE: December 22, 2011

SUBJECT: Appointments and Reappointments of City Councilmembers to Various Boards, Commissions, and Committees

MOTION: Approval of the appointment and reappointment of the Mayor and City Councilmembers to various boards, commissions, and committees.

It is my intention to reappoint and appoint the following at the January 10, 2012 City Council meeting:

12/31/14 Building Code Board of Appeals
Martin J. Griffin, Mayor

City Affairs/Rules & Personnel Committee
Councilmember Carl Breeding
Councilmember Laura Schlecte
Martin J. Griffin, Mayor

11/30/15 City Employees Retirement Pension Board
Martin J. Griffin, Mayor
Councilmember Andy Frounfelker

11/30/13 City Planning Commission
Mayor Martin J. Griffin
11/30/15 Councilmember Derek Dobies (ex-officio)

11/30/13 Downtown Development Authority
Mayor Martin J. Griffin

11/30/13 Ella W. Sharp Park Board of Trustees
Mayor Martin J. Griffin

11/30/13 Emergency Measures Advisory Council
Councilmember Derek Dobies

Finance/Tax Policy Committee
Councilmember Andrew Frounfelker
Councilmember Derek Dobies
Mayor Martin J. Griffin

Intergovernmental Cooperation Committee
Mayor Martin J. Griffin
Councilmember Laura Schlecte (alternate)

JACTS Policy Committee
Mayor Martin J. Griffin

Local Emergency Planning Committee
Councilmember Kimberly Jaquish

10/31/12 Jackson County Land Bank Authority
Councilmember Andrew Frounfelker (already serving)

3/31/14 Jackson County Brownfield Redevelopment Authority
Councilmember Daniel Greer (already serving)

6/03/13 Local Development Finance Authority/JBRA
Councilmember Andrew R. Frounfelker (already serving)
6/03/13 Councilmember Daniel Greer (already serving)
6/03/14 Mayor Martin J. Griffin

11/30/13 Parks and Recreation Commission
Mayor Martin J. Griffin
11/30/12 Councilmember Kimberly Jaquish

Police & Fire Pension Board - Original
Mayor Martin J. Griffin

11/30/13 Police & Fire Pension Board - ACT 345
Mayor Martin J. Griffin

11/30/13 Region 2 Planning Commission
Councilmember Laura Schlecte

12/31/13 Telecommunications Advisory Board
Councilmember Kimberly Jaquish
12/31/13 Councilmember Daniel Greer
12/31/13 Councilmember Carl Breeding (already serving)

CITY OF JACKSON



Office of Mayor
Martin J. Griffin

MICHIGAN

161 W. Michigan Ave.
Jackson, MI 49201
Phone: (517) 788-4028
Facsimile (517) 768-5820

CITY COUNCIL MEETING January 10, 2012

MEMO TO: City Councilmembers

FROM: Martin J. Griffin, Mayor *mjg*

DATE: December 12, 2011

SUBJECT: Building Code Board of Appeals

MOTION: Approval of the Mayor's recommendation to reappoint Paul A. McWalters to the Building Code Board of Appeals for a three-year term, beginning October 14, 2011, and ending October 13, 2014.

In accordance with City Code, Sec. 2-341, the City Engineer and the Fire Chief are members because of their offices. The Building Official is an Ex-Officio member. The Mayor and City Council appoint five members to three-year terms. One citizen realtor.

The City Manager had an opportunity to speak with Mr. McWalters relative to this reappointment. Mr. McWalters stated that his parents immigrated to the United States in 1974 from Great Britain. As such, Mr. McWalters is a citizen of Great Britain. He has lived in the City of Jackson for over ten years, and notwithstanding the fact that Mr. McWalters is not registered to vote in the United States, he stated that he feels compelled to do his civic duty for the community.

It is my desire, therefore, to reappoint Paul A. McWalters to the Building Code Board of Appeals for a three-year term beginning October 14, 2011, and ending October 13, 2014.

MJG:skh

APP-CC

From: Frank Berkemeier [<mailto:fxberkemeier@sbcglobal.net>]
Sent: Wednesday, October 19, 2011 11:06 AM
To: Sharon Hasen
Cc: Sheila Prater
Subject: Paul McWalters and the Building Code Board of Appeals

Honorable Mayor, Commissioners and City Manager,

I have been advised by Sheila Prater, secretary for the City's Building Code Board of Appeals (BCBA), that the term of office for Mr. Paul Mc Walters, one of the BCBA's current members, is coming to an end soon. As chairman of the BCBA, I have had the benefit of Mr. Mc Walters involvement on the BCBA. Assuming that Mr. Mc Walters is willing to serve another term, I would encourage you to seriously consider re-appointing him. During the current year, he has been one of the BCBA's most consistent attendees.

If you have any questions regarding this matter, please advise and I will endeavor to answer any such questions.

Thanks for your consideration and service,

Francis X. Berkemeier
Chairman of the City of Jackson's BCBA
1203 W. Washington Ave.
Jackson, Mich. 49203
Phone: 784-4147

CITY OF JACKSON



Office of Mayor
Karen F. Dunigan

161 W. Michigan Avenue
Jackson, MI 49201
Phone: (517) 788-4028
Fax: (517) 768-5820

MICHIGAN

City of Jackson Board/Commission Application

Name: PAUL A. MCWALTERS

Address: 2725 E. ALPINE LAKE Zip: 49203

Home Phone: _____ Other Phone: 517-206-7131

e-mail address: PAULMCWALTERS@ Occupation: CONTRACTOR
YAHOO.COM

Community Involvement/Activity

Jackson HBA

Are you a registered voter? NO Ward? _____

Which Board or Commission(s) are you interested in?

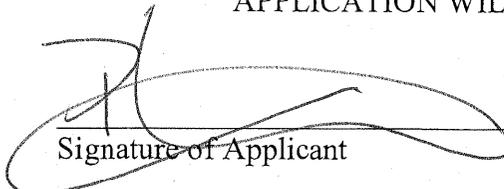
1. BCB of A 2. _____

3. _____

List additional information you feel may be pertinent to board or commission

Feel free to attach any information. (Resume, press clippings)

APPLICATION WILL BE KEPT ON FILE FOR ONE YEAR


Signature of Applicant

8/25/2011
Date

Please return to Mayor's Office, City of Jackson, 161 W. Michigan Avenue, Jackson, MI 49201

CITY OF JACKSON



Office of Mayor
Martin J. Griffin

MICHIGAN

161 W. Michigan Ave.
Jackson, MI 49201
Phone: (517) 788-4028
Facsimile (517) 768-5820

CITY COUNCIL MEETING January 10, 2012

MEMO TO: City Councilmembers

FROM: Martin J. Griffin, Mayor *MJG*

DATE: December 22, 2011

SUBJECT: Building Code Board of Appeals

MOTION: Approval of the Mayor's recommendation to appoint Martin J. Griffin, Mayor, to the Building Code Board of Appeals for a three-year term, beginning January 1, 2012, and ending December 31, 2014.

In accordance with City Code, Sec. 2-341, the City Engineer and the Fire Chief are members because of their offices. The Building Official is an Ex-Officio member. The Mayor and City Council appoint five members to three-year terms. One citizen realtor.

It is my desire, therefore, to appoint Martin J. Griffin, Mayor, to the Building Code Board of Appeals for a three-year term beginning January 1, 2012, and ending December 31, 2014.

MJG:skh

APP-CC

CITY OF JACKSON



Office of Mayor
Martin J. Griffin

MICHIGAN

161 W. Michigan Ave.
Jackson, MI 49201
Phone: (517) 788-4028
Facsimile (517) 768-5820

CITY COUNCIL MEETING January 10, 2012

MEMO TO: City Councilmembers

FROM: Martin J. Griffin, Mayor 

DATE: December 22, 2011

SUBJECT: City Planning Commission

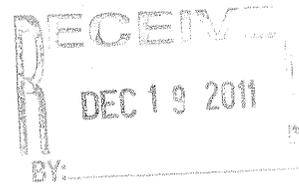
MOTION: Approval of the Mayor's recommendation to appoint Cindy Collver to the City Planning Commission for a three-year term beginning January 1, 2012, and ending December 31, 2014.

According to MSA5.2993.(2) the Commission may consist of the Mayor, one administrative official of the City selected by the Mayor, one Councilmember selected by the Council as members ex officio, and six others appointed by the Mayor and confirmed by the Council. Terms of the ex-officios shall correspond to their official tenures, except the term of the administrative official of the City shall terminate with the Mayor's term. All other members shall serve three-year terms.

It is my desire, therefore, to appoint Cindy Collver to the City Planning Commission for a three-year term beginning January 1, 2012, and ending December 31, 2014.

MJG:skh

APP-CC



City of Jackson Board/Commission Application

Name: Candy Collier
 Address: 827 Loomis Zip: 49202
 Home Phone: 782-0766 Other Phone: 795-0241
 e-mail address: lpcclc@sbcglobal.net Occupation: Admin Asst

Community Involvement/Activity

Are you a registered voter? Yes Ward? 3

Which Board or Commission(s) are you interested in?

1. City Planning Comm 2. _____
 3. _____

List additional information you feel may be pertinent to board or commission

Taxpayer - willing to serve

Feel free to attach any information. (Resume, press clippings)

APPLICATION WILL BE KEPT ON FILE FOR ONE YEAR

Candy Collier
 Signature of Applicant

12-15-11
 Date

Please return to Mayor's Office, City of Jackson, 161 W. Michigan Avenue, Jackson, MI 49201

CITY OF JACKSON



Office of Mayor
Martin J. Griffin

MICHIGAN

161 W. Michigan Ave.
Jackson, MI 49201
Phone: (517) 788-4028
Facsimile (517) 768-5820

CITY COUNCIL MEETING January 10, 2012

MEMO TO: City Councilmembers

FROM: Martin J. Griffin, Mayor *mjg/b*

DATE: December 22, 2012

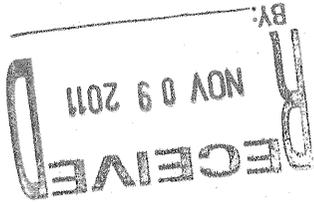
SUBJECT: Downtown Development Authority

MOTION: Approval of the Mayor's recommendation to appoint John Polaczyk to the Downtown Development Authority for a four-year term, beginning January 1, 2012, and ending December 31, 2015, and to reappoint Donna Blake (Midtown Association Representative) to the Downtown Development Authority for a four-year term, beginning January 1, 2012, and ending December 31, 2015.

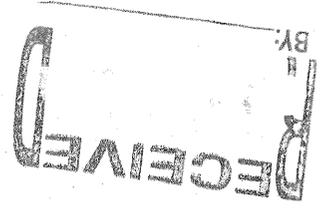
In accordance with City Code Section 2-401 providing for creation of Authority pursuant to Act 197 of the Public Acts of 1975, adopted 3/22/77 and City Commission resolution adopted 11/26/91. Members are appointed by the Mayor subject to Council confirmation, for four year terms. The Mayor serves during term of office. The Board shall consist of 13 members, with at least seven having an interest in downtown district property, and at least one member a resident of the downtown district, including the Midtown Association president.

It is my desire to appoint John Polaczyk to the Downtown Development Authority for a four-year term, beginning January 1, 2012, and ending December 31, 2015, and to reappoint Donna Blake (Midtown Association Representative) to the Downtown Development Authority for a four-year term, beginning January 1, 2012, and ending December 31, 2015.

MJG:skh



CITY OF JACKSON



Office of Mayor
Karen F. Dunigan

MICHIGAN

161 W. Michigan Avenue
Jackson, MI 49201
Phone: (517) 788-4028
Fax: (517) 768-5820

City of Jackson Board/Commission Application

Name: JOHN POLALZYK

Address: 801 S. WEBSTER Zip: 49203

Home Phone: 783-6158 Other Phone: 414-6624

e-mail address: JOHN-POLO@EXCITE Occupation: NURSE MANAGER

Community Involvement/Activity

CITY COUNCIL, TELECOMMUNICATIONS CITY AFFAIRS, HRC
PARKS, PLANNING (PRES CHAIR) AIRPORT ZONING BOARD AND
BOARD OF APPEAL

Are you a registered voter? YES Ward? 6TH

Which Board or Commission(s) are you interested in?

- PLANNING
- _____
- _____

List additional information you feel may be pertinent to board or commission SEE ATTACHED

Feel free to attach any information. (Resume, press clippings)

APPLICATION WILL BE KEPT ON FILE FOR ONE YEAR

[Signature]
Signature of Applicant

11-9-11
Date

Please return to Mayor's Office, City of Jackson, 161 W. Michigan Avenue, Jackson, MI 49201

Michigan State University Extension

Certificate of Completion

John Polaczyk

*Successfully completed the core sessions of the Citizen Planner Program,
Jackson County Series April 14, 2005 through May 19, 2005.*

Wayne R. Beyea

Wayne R. Beyea, AICP
State Coordinator, Citizen Planner Program

Jan Seitz

Jan Seitz
Jackson County Extension Director



**MICHIGAN STATE
UNIVERSITY
EXTENSION**
Bringing Knowledge to Life!

CITY OF JACKSON



MICHIGAN

City of Jackson Board/Commission Application



161 W. Michigan Avenue
Jackson, MI 49201
Phone: (517) 788-4028
Fax: (517) 768-5820

Office of Mayor
Karen F. Dunigan

Name: Donna Blake

Address: 180 W Michigan Zip: 49201

Home Phone: 517 7409453 Other Phone: _____

e-mail address: donnablake@yahoo.com Occupation: self employed

Community Involvement/Activity

Midtown Board

SSO Guild Board

DDA Board

Are you a registered voter? YES Ward? 5th

Which Board or Commission(s) are you interested in?

1. DDA 2. _____

3. _____

List additional information you feel may be pertinent to board or commission

I have served on the DDA Board for several years. I feel I can offer a different view from a resident & business owner in downtown

Feel free to attach any information. (Resume, press clippings)

APPLICATION WILL BE KEPT ON FILE FOR ONE YEAR

Donna Blake
Signature of Applicant

11-1-11
Date

CITY OF JACKSON



Office of Mayor
Martin J. Griffin

MICHIGAN

161 W. Michigan Ave.
Jackson, MI 49201
Phone: (517) 788-4028
Facsimile (517) 768-5820

CITY COUNCIL MEETING January 10, 2012

MEMO TO: City Councilmembers

FROM: Martin J. Griffin, Mayor *mjg*

DATE: December 12, 2012

SUBJECT: Historic District Commission

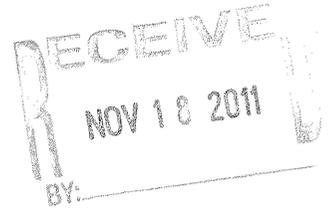
MOTION: Approval of the Mayor's recommendation to reappoint Jeannette Woodard and C. Jean Weir to the Historic District Commission for a three year term each, beginning January 1, 2012, and ending December 31, 2014.

In accordance City Code, Sec. 13-5, MCL 399.204, the Mayor appoints, subject to City Council confirmation, seven City residents for three-year terms. Mayor shall consult with chair of the Historic District Commission and appoint at least two members from a list of citizens submitted by a duly organized and existing local historical and/or preservation society(s) and, if available, one architect or a graduate of an accredited school of architecture who has two years of architecture experience or who is an architect registered in this state.

It is my desire, therefore, to reappoint Jeannette Woodard and C. Jean Weir to the Historic District Commission for a three-year term each, beginning January 1, 2012, and ending December 31, 2014.

MJG:skh

APP-CC



CITY OF JACKSON



MICHIGAN

161 W. Michigan Avenue
Jackson, MI 49201
Phone: (517) 788-4028
Fax: (517) 768-5820

Office of Mayor
Karen F. Dunigan

City of Jackson Board/Commission Application

Name: Jeannette Woodard

Address: 1408 First St Zip: 49203

Home Phone: 517-789-7147 Other Phone: ---

e-mail address: Woodardarch@stcglobal.net Occupation: Architect

Community Involvement/Activity

BBA HOC

DDA

Are you a registered voter? Yes Ward? 6

Which Board or Commission(s) are you interested in?

- Building Board of Appeals
- Historic District Commission
- _____

List additional information you feel may be pertinent to board or commission

Feel free to attach any information. (Resume, press clippings)

APPLICATION WILL BE KEPT ON FILE FOR ONE YEAR

[Signature]

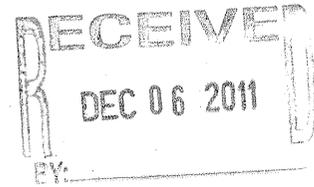
Signature of Applicant

11-17-11

Date

Please return to Mayor's Office, City of Jackson, 161 W. Michigan Avenue, Jackson, MI 49201

CITY OF JACKSON



161 W. Michigan Avenue
Jackson, MI 49201
Phone: (517) 788-4028
Fax: (517) 768-5820

Office of Mayor
Karen F. Dunigan

MICHIGAN

City of Jackson Board/Commission Application

Name: C. SEAN WEIR

Address: 100 ARMORY DT, APT 105 Zip: 49202

Home Phone: 517-795-2965 Other Phone: 269-569-1300

e-mail address: jean.weir@comcast.com Occupation: ARTIST

Community Involvement/Activity

- JACKSON Public Library ARMORY ARTS
- JACKSON CIVIC ARTS AM. CANCER Soc

Are you a registered voter? yes Ward? 3

Which Board or Commission(s) are you interested in?

1. HDC
2. _____
3. _____

List additional information you feel may be pertinent to board or commission

I love architecture, I have a good eye and I care

Feel free to attach any information. (Resume, press clippings)

APPLICATION WILL BE KEPT ON FILE FOR ONE YEAR

C. Sean Weir
Signature of Applicant

11-30-11
Date

Please return to Mayor's Office, City of Jackson, 161 W. Michigan Avenue, Jackson, MI 49201

CITY OF JACKSON



Office of Mayor
Martin J. Griffin

MICHIGAN

161 W. Michigan Ave.
Jackson, MI 49201
Phone: (517) 788-4028
Facsimile (517) 768-5820

CITY COUNCIL MEETING JANUARY 10, 2012

MEMO TO: City Councilmembers

FROM: Martin J. Griffin, Mayor *MJG*

DATE: December 12, 2011

SUBJECT: Jackson County Comprehensive Traffic Safety Project

MOTION: Approval of the Mayor's recommendation to reappoint Randy McMunn to the Jackson County Comprehensive Traffic Safety Project for a two-year term beginning January 1, 2012, and ending December 31, 2013.

The Jackson City Council is identified in the Jackson County Comprehensive Traffic Safety Project proposal to select a representative to this policy making board.

It is my recommendation, therefore, to reappoint Randy McMunn, Assistant City Engineer, to the Jackson County Comprehensive Traffic Safety Project for a two-year term beginning January 1, 2012, and ending December 31, 2013. This position serves as a representative of the City Council.

MJG:skh

CITY OF JACKSON



RECEIVED
OCT 31 2011
BY:

Office of Mayor
Karen F. Dunigan

MICHIGAN

161 W. Michigan Avenue
Jackson, MI 49201
Phone: (517) 788-4028
Fax: (517) 768-5820

City of Jackson Board/Commission Application

Name: Randall McMunn

Address: 1221 S. Bowen Zip: 49203

Home Phone: 517-784-6916 Other Phone: 788-4160 (Work)

e-mail address: _____ Occupation: Engineer

Community Involvement/Activity

Are you a registered voter? Yes Ward? 6

Which Board or Commission(s) are you interested in?

- Jackson County Traffic Safety Commission
- _____
- _____

List additional information you feel may be pertinent to board or commission

Feel free to attach any information. (Resume, press clippings)

APPLICATION WILL BE KEPT ON FILE FOR ONE YEAR

Randall McMunn
Signature of Applicant

10-28-11
Date

Please return to Mayor's Office, City of Jackson, 161 W. Michigan Avenue, Jackson, MI 49201

CITY OF JACKSON



MICHIGAN

Office of Mayor
Martin J. Griffin

161 W. Michigan Ave.
Jackson, MI 49201
Phone: (517) 788-4028
Facsimile (517) 768-5820

CITY COUNCIL MEETING January 10, 2012

MEMO TO: City Councilmembers

FROM: Martin J. Griffin, Mayor *mjg*

DATE: December 22, 2011

SUBJECT: Jackson Housing Commission

MOTION: Approval of the Mayor's recommendation to reappoint Patricia Ann Davis-Dye to the Jackson Housing Commission for a five year term, beginning October 31, 2011, and ending October 30, 2016.

In accordance with Ordinance No. 2000.1 and resolution adopted on December 21, 1999, the Mayor is the appointing authority for all appointments, subject to City Council confirmation as required by the Charter. Terms are for 5 years with no residency requirement.

It is my desire, therefore, to reappoint Patricia Ann Davis-Dye to the Jackson Housing Commission for a five year term, beginning October 31, 2011, and ending October 30, 2016.

MJG:skh

CITY OF JACKSON



RECEIVED
OCT 25 2011
BY: _____

Office of Mayor
Karen F. Dunigan

MICHIGAN

161 W. Michigan Avenue
Jackson, MI 49201
Phone: (517) 788-4028
Fax: (517) 768-5820

City of Jackson Board/Commission Application

Name: MS. PATRICIA ANN DAVIS-DYE

Address: 1221 LAUREL LANE JACKSON, MI Zip: 49203

Home Phone: 517-499-5382 Other Phone: 517-240-9948
msg.

e-mail address: dyemomp@yahoo.com Occupation: _____

Community Involvement/Activity

- * CHALET TERRACE Resident * JACKSON HOUSING COMMISSION
- COUNCIL PRESIDENT. BOARD OF COMMISSIONERS.
- * JACKSON Public Schools Parent Involvement * MCCULLOCH SCHOOL P.T.O. -
- Team Secretary.

Are you a registered voter? yes Ward? 5th

Which Board or Commission(s) are you interested in?

1. JACKSON Housing Comm.
2. _____
3. _____

List additional information you feel may be pertinent to board or commission

member of the JACKSON Housing Commission
Capital Funding Council - 2010; w/ PHIL FRACKER
previous JHC. Director

Feel free to attach any information. (Resume, press clippings)

APPLICATION WILL BE KEPT ON FILE FOR ONE YEAR

Ms. Patricia A. Davis-Dye 10-23-2011
Signature of Applicant Date

Please return to Mayor's Office, City of Jackson, 161 W. Michigan Avenue, Jackson, MI 49201

CITY OF JACKSON



Office of Mayor
Martin J. Griffin

MICHIGAN

161 W. Michigan Ave.
Jackson, MI 49201
Phone: (517) 788-4028
Facsimile (517) 768-5820

CITY COUNCIL MEETING January 10, 2012

MEMO TO: City Councilmembers

FROM: Martin J. Griffin, Mayor 

DATE: December 22, 2011

SUBJECT: Zoning Board of Appeals

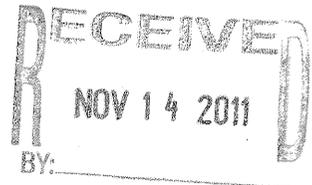
MOTION: Approval of the recommendation to reappoint Elaine Crawford to the Zoning Board of Appeals for a three-year term beginning January 1, 2012, and ending December 31, 2014.

In accordance with City Code, Sec. 2-281 and 28-242, seven members are appointed by the Mayor with City Council approval for three-year terms. No elected official or city employee may be appointed. Also, in accordance with the Michigan Zoning Enabling Act (PA 110 of 2006), which went into effect on July 1, 2006, it is required that a regular member of the Zoning Board of Appeals (ZBA) also serve on the City Planning Commission (MCL 125.3601). Alternate members may be called on a rotating basis to sit as members of the Board of Appeals in the absence of a member. The alternate member having been appointed shall serve on the case until a final decision has been made and shall have the same voting rights as a member. Members must be City residents.

It is, therefore, my desire to reappoint Elaine Crawford to the Zoning Board of Appeals for a three-year term beginning January 1, 2012, and ending December 31, 2014.

KFD:skh

CITY OF JACKSON



161 W. Michigan Avenue
Jackson, MI 49201
Phone: (517) 788-4028
Fax: (517) 768-5820

Office of Mayor
Karen F. Dunigan

MICHIGAN

City of Jackson Board/Commission Application

Name: Elaine Crawford
Address: 300 East Addison Street Zip: 49203
Home Phone: 517-782-3357 Other Phone: —
e-mail address: — Occupation: retired

Community Involvement/Activity

(Present) JBA. Second Baptist Church
 former Community liaison Job Smp. Private Industrial Council
Are you a registered voter? YES Ward? first

Which Board or Commission(s) are you interested in?

1. re appointment of JBA
2. _____
3. _____

List additional information you feel may be pertinent to board or commission

I have served on twenty eight boards
 throughout Jackson

Feel free to attach any information. (Resume, press clippings)

APPLICATION WILL BE KEPT ON FILE FOR ONE YEAR

Elaine Crawford
Signature of Applicant

November 5, 2011
Date

Please return to Mayor's Office, City of Jackson, 161 W. Michigan Avenue, Jackson, MI 49201

CITY OF JACKSON



Office of Mayor
Martin J. Griffin

MICHIGAN

161 W. Michigan Ave.
Jackson, MI 49201
Phone: (517) 788-4028
Facsimile (517) 768-5820

CITY COUNCIL MEETING January 10, 2012

MEMO TO: City Councilmembers

FROM: Martin J. Griffin, Mayor 

DATE: December 22, 2012

SUBJECT: JACTS Policy Committee

MOTION: Approval of the Mayor's recommendation to appoint Patrick Burch to the JACTS Policy Committee.

The primary responsibility of the JACTS Policy Committee is to provide leadership necessary for the development and implementation of the Comprehensive Land Use – Transportation Planning Study. Voting membership consists of a duly appointed representative from each local unit of government comprising the Urbanized Area as defined by the 2000 U.S. Census (this would include cities and townships) and one (1) from the Michigan Department of Transportation.

I am, therefore, recommending Patrick Burch to fill a current vacancy and serve as one of the two representatives for the City of Jackson.

MJG:skh



City of Jackson Board/Commission Application

Name: Patrick Burtch

Address: 528 Brown St. Jackson MI Zip: 49203

Home Phone: N/A Other Phone: _____

e-mail address: pburtch@cityofjackson.org Occupation: Administrator

Community Involvement/Activity

Are you a registered voter? No Ward? N/A

Which Board or Commission(s) are you interested in?

1. Jackson Housing Authority JACTS Policy

3. _____

List additional information you feel may be pertinent to board or commission

Feel free to attach any information. (Resume, press clippings)

APPLICATION WILL BE KEPT ON FILE FOR ONE YEAR

Patrick Burtch
Signature of Applicant

June 21, 2011
Date

Please return to Mayor's Office, City of Jackson, 161 W. Michigan Avenue, Jackson, MI 49201



CITY CLERK'S OFFICE
Lynn Fessel, City Clerk

CITY COUNCIL MEETING
January 10, 2012

MEMO TO: Honorable Mayor and City Councilmembers

FROM: Lynn Fessel, City Clerk 

SUBJECT: Resolution Recognizing End Hunger In Jackson as a Nonprofit Organization

**MOTION: CONSIDERATION OF A RESOLUTION RECOGNIZING
END HUNGER IN JACKSON AS A NONPROFIT
ORGANIZATION OPERATING IN THE COMMUNITY
FOR THE PURPOSE OF OBTAINING CHARITABLE
GAMING LICENSES**

Attached please find a resolution recognizing End Hunger In Jackson as a nonprofit organization operating in the community. Also attached is their 501 (c) (3) documentation and additional information about their organization.

Requested action is adoption of the resolution.

C: City Manager



Charitable Gaming Division
 Box 30023, Lansing, MI 48909
 OVERNIGHT DELIVERY:
 101 E. Hillsdale, Lansing MI 48933
 (517) 335-5780
 www.michigan.gov/cg

LOCAL GOVERNING BODY RESOLUTION FOR CHARITABLE GAMING LICENSES

(Required by MCL.432.103(K)(ii))

At a REGULAR meeting of the JACKSON CITY COUNCIL
REGULAR OR SPECIAL TOWNSHIP, CITY, OR VILLAGE COUNCIL/BOARD

called to order by _____ on JANUARY 10, 2012
DATE

at _____ a.m./p.m. the following resolution was offered:
TIME

Moved by _____ and supported by _____

that the request from END HUNGER IN JACKSON of JACKSON
NAME OF ORGANIZATION CITY

county of JACKSON, asking that they be recognized as a
COUNTY NAME

nonprofit organization operating in the community for the purpose of obtaining charitable

gaming licenses, be considered for _____
APPROVAL/DISAPPROVAL

APPROVAL

DISAPPROVAL

Yeas: _____

Yeas: _____

Nays: _____

Nays: _____

Absent: _____

Absent: _____

I hereby certify that the foregoing is a true and complete copy of a resolution offered and

adopted by the _____ at a _____
TOWNSHIP, CITY, OR VILLAGE COUNCIL/BOARD REGULAR OR SPECIAL

meeting held on _____
DATE

SIGNED: _____
TOWNSHIP, CITY, OR VILLAGE CLERK

PRINTED NAME AND TITLE

ADDRESS

COMPLETION: Required.
 PENALTY: Possible denial of application.
 BSL-CG-1153(R6/09)



November 22, 2011

Honorable Mayor and City Council Members of City of Jackson,

I'm writing to request a Resolution for Charitable Gaming Licenses for End Hunger in Jackson: Jackson Food Pantry Association. End Hunger in Jackson is a 501c3 non-profit organization located in Jackson and serving the city of Jackson and Jackson County. We are an ecumenical, faith based initiative to end hunger in the Jackson community through establishing and supporting food pantries and educating the community about hunger needs. Besides supporting our member pantries, we support children's backpack programs that provide children from low income families with a backpack full of food each Friday to ensure they have food over the weekend. We also provide educational opportunities for the community. Last year we hosted a poverty simulation at St. John United Church of Christ. In January we will be holding a presentation by Jeff Thomas from Non-Profit Innovations, in Grand Rapids on "Waste Not – Want Not: Feeding America."

The need we address is simple – the need for food assistance provided in a manner that respects the dignity of those served. While there are many different resources available to help community members who need food assistance, often there are restrictions as to the amount of times they may be helped as well as paperwork to prove need. Our approach is to give food for three days to all who ask without question. It may be that unexpected bills, such as their car breaking down, home repairs or medical bills, have temporarily made it impossible for them to pay these bills as well as buy food. Or longer setbacks such as the increasingly high cost of gas and home heating or the loss of employment may require assistance for a longer period of time before getting back on their feet. This way they do not have to choose between heating or eating.

This year our primary fundraiser to support our activities is going to be a St. Patrick's Day Party on Saturday, March 10, at the Jackson Catholic Middle School gymnasium. As part of the fundraiser we will be holding a 50/50 raffle. In order to obtain a license from the state, we need a resolution from our local governing body.

We request that you provide us with this resolution. Working together, we can end hunger in Jackson.

Sincerely,

Patricia Robertson, President
End Hunger in Jackson

INTERNAL REVENUE SERVICE
P. O. BOX 2508
CINCINNATI, OH 45201

DEPARTMENT OF THE TREASURY

Date: **DEC 23 2009**

END HUNGER IN JACKSON-JACKSON FOOD
PANTRY ASSOCIATION
1505 W MICHIGAN AVE
JACKSON, MI 49202

Employer Identification Number:
90-0472650
DLN:
17053300319019
Contact Person: GLENN W COLLINS ID# 31392
Contact Telephone Number:
(877) 829-5500
Accounting Period Ending:
June 30
Public Charity Status:
170(b)(1)(A)(vi)
Form 990 Required:
Yes
Effective Date of Exemption:
September 15, 2009
Contribution Deductibility:
Yes
Addendum Applies:
No

Dear Applicant:

We are pleased to inform you that upon review of your application for tax exempt status we have determined that you are exempt from Federal income tax under section 501(c)(3) of the Internal Revenue Code. Contributions to you are deductible under section 170 of the Code. You are also qualified to receive tax deductible bequests, devises, transfers or gifts under section 2055, 2106 or 2522 of the Code. Because this letter could help resolve any questions regarding your exempt status, you should keep it in your permanent records.

Organizations exempt under section 501(c)(3) of the Code are further classified as either public charities or private foundations. We determined that you are a public charity under the Code section(s) listed in the heading of this letter.

Please see enclosed Publication 4221-PC, Compliance Guide for 501(c)(3) Public Charities, for some helpful information about your responsibilities as an exempt organization.

END HUNGER IN JACKSON-JACKSON FOOD

We have sent a copy of this letter to your representative as indicated in your power of attorney.

Sincerely,

A handwritten signature in black ink that reads "Robert Choi". The signature is written in a cursive, slightly slanted style.

Robert Choi
Director, Exempt Organizations
Rulings and Agreements

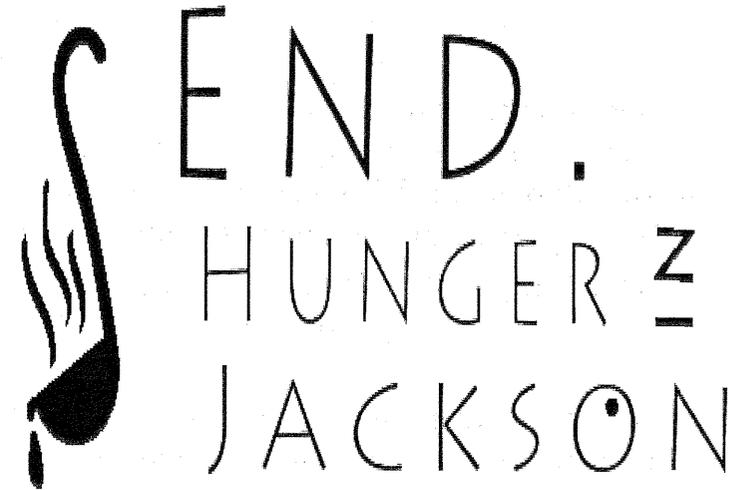
Enclosure: Publication 4221-PC

OUR MISSION

End Hunger in Jackson is an ecumenical, faith based initiative to end hunger in the Jackson Community through establishing and supporting food pantries following the spirit of "Waste Not - Want Not;" and educating community about hunger needs.

Spirit of "Waste Not - Want Not" includes but is not limited to:

- Food given to all who ask without requiring proof of need.
- No limit to the amount of times a person may be helped during a given time period.
- Recipients of food able to chose items they want rather than receiving pre-packaged supply.
- Food purchased through food bank in order to maximize amount of food available for distribution. (Does not preclude gifts of food items, but pantry must have an account at local food bank and donors are informed about advantages of giving money for purchases at food bank.)



END HUNGER IN
JACKSON

Jackson Food
Pantry Association
1505 W. Michigan Ave.
Jackson, MI 49202

END HUNGER IN JACKSON
is a faith based, 501(c)(3)
non-profit coalition of food pantries
in Jackson County, Michigan.

We meet on a monthly basis for mutual support, sharing of resources and to discuss the hunger needs of Jackson. We also seek to educate the wider community about hunger issues through sponsoring workshops and providing information.

Programs:

CHILDREN'S BACKPACK PROGRAM
targets children from low-income families who are at risk of going hungry. Once each week kids are given special backpacks that are filled with non-perishable foods. Cost per back pack is \$5.00/week/child. For \$20.00 per month you can sponsor a child, \$100 for 5 months, \$200 for school year.



**BOUNTIFUL BOWLS
FUNDRAISER**

Each year ceramic bowls autographed by local, state and national celebrities are sold at a live auction. Individuals and groups also make ceramic bowls for \$10 each which are sold at a silent auction. Celebrities have included Tony Dungy, John McCain, Amy Grant, Mitch Albom, U of M and MSU coaches.

All proceeds support local food pantries and the Kid's Backpack program.



Turning empty bowls into bountiful bowls since 2006. Your tax deductible contribution may be sent to:

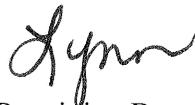
End Hunger In Jackson
1505 W. Michigan Ave.
Jackson, MI 49202



CITY CLERK'S OFFICE
Lynn Fessel, City Clerk

CITY COUNCIL MEETING
January 10, 2012

MEMO TO: Honorable Mayor and City Councilmembers

FROM: Lynn Fessel, City Clerk 

SUBJECT: Establishment of Election Receiving Boards

MOTION: CONSIDERATION OF A RESOLUTION ESTABLISHING RECEIVING BOARDS FOR ELECTIONS HELD IN THE CITY IN 2012

Attached please find a resolution approving the use of receiving boards at elections held in the City on February 28, August 7 and November 6, 2012, and any additional dates as needed.

A receiving board is a group of officials assigned to review documents completed by the election inspectors on election day and after the polls are closed. Once it is determined that all election workers have properly completed the Poll Book and the Statement of Votes, seals have been correctly placed and recorded, the documents can be sealed in the appropriate envelopes. One set of documents is retained in the City Clerk's office and two sets are delivered to the County Clerk and the appropriate Board of Canvassers.

The City receiving board will be comprised of the City Clerk's office staff and additional election workers as needed. As required by law, both political parties will be represented. The Michigan Bureau of Elections recommends that a resolution approving the use of receiving boards be adopted by the local legislative body each year.

Requested action is to adopt the resolution, in accordance with the recommendation of the City Clerk.

C: City Manager

RESOLUTION

BY THE CITY COUNCIL:

WHEREAS, Michigan State Election Law Section 168.679 (a) provides for the establishment of receiving boards at each election and requires the adoption of a resolution by the local legislative body approving their establishment; and

WHEREAS, Michigan State Election Law Section 168.679 (a) further provides for the appointment and duties of inspectors serving on these receiving boards; and

WHEREAS, the City Clerk believes a receiving board is advantageous in assuring that election documents are properly completed and sealed and wishes to use a receiving board at the elections to be held in the City of Jackson on February 28, August 7 and November 6, 2012, and on any additional dates as needed.

NOW, THEREFORE BE IT RESOLVED, that the City Council of the City of Jackson, Michigan, hereby approves the use of receiving boards at the elections to be held on February 28, August 7 and November 6, 2012, and on any additional dates as needed.

* * * * *

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

I, Lynn Fessel, 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 10th day of January, 2012.

IN WITNESS WHEREOF, I have hereto affixed my signature and the Seal of the City of Jackson, Michigan, on this 11th day of January, 2012.

_____ City Clerk



City of Jackson

Dept. of Personnel & Labor Relations

Crystal Y. Dixon, Director

CITY COUNCIL MEETING
January 10, 2012

MEMO TO: Honorable Mayor and City Council Members

FROM: Crystal Y. Dixon, City/County Director of Human Resources *CYD*

SUBJECT: Request to Approve a Resolution Amending the Section 401 Money Purchase Retirement Plan

MOTION: To approve a Resolution Amending the Existing ICMA-RC Section 401 Governmental Money Purchase Plan and Trust

Background Information:

On June 23, 2004, City Council adopted a resolution creating a Section 401 money purchase retirement plan that benefits City Council appointees. This pre-tax retirement investment program allows the City to pay a retiring employee's sick leave and/or vacation leave payouts directly into a 401 retirement plan, saving the retiree the income taxes and saving the City its FICA contribution on those funds.

Internal Revenue Service (IRS) regulations require an amendment and updating of the plan, which is the reason why the enclosed resolution is presented for your consideration and requested approval.

Enclosed are the proposed resolution and also some background information on the plan's adoption in 2004.

Thank you for your consideration of this resolution.

Enclosure

RESOLUTION FOR A LEGISLATIVE BODY RELATING TO A MONEY PURCHASE PLAN

RESOLUTION OF City of Jackson 401 Governmental Money Purchase Plan and Trust (EMPLOYER NAME).

PLAN NUMBER 10- 8786

WHEREAS, the Employer has employees rendering valuable services; and

WHEREAS, the establishment of a money purchase retirement plan benefits employees by providing funds for retirement and funds for their beneficiaries in the event of death; and

WHEREAS, the Employer desires that its money purchase retirement plan be administered by ICMA-RC and that the funds held in such plan be invested in the VantageTrust, a trust established by public employers for the collective investment of funds held under their retirement and deferred compensation plans:

NOW THEREFORE BE IT RESOLVED that the Employer hereby establishes or has established a money purchase retirement plan (the "Plan") in the form of: (Select one)

- The ICMA Retirement Corporation Governmental Money Purchase Plan & Trust, pursuant to the specific provisions of the Adoption Agreement (executed copy attached hereto).
- The Plan and Trust provided by the Employer (executed copy attached hereto).

The Plan shall be maintained for the exclusive benefit of eligible employees and their beneficiaries; and

BE IT FURTHER RESOLVED that the Employer hereby executes the Declaration of Trust of VantageTrust, intending this execution to be operative with respect to any retirement or deferred compensation plan subsequently established by the Employer, if the assets of the plan are to be invested in the VantageTrust.

BE IT FURTHER RESOLVED that the Employer hereby agrees to serve as trustee under the Plan and to invest funds held under the Plan in the VantageTrust; and

BE IT FURTHER resolved that the City/County Director of Human Resources (use title of official, not name) shall be the coordinator for the Plan; shall receive reports, notices, etc., from the ICMA Retirement Corporation or the VantageTrust; shall cast, on behalf of the Employer, any required votes under the VantageTrust; may delegate any administrative duties relating to the Plan to appropriate departments; and

BE IT FURTHER RESOLVED that the Employer hereby authorizes City/County Director of Human Resources (use title not name) to execute all necessary agreements with the ICMA Retirement Corporation incidental to the administration of the Plan.

I, Lynn Fessel, Clerk of the (City, County, etc.) of Jackson, do hereby certify that the foregoing resolution proposed by (Council Member, Trustee, etc.) of City of Jackson, was duly passed and adopted by the (Council, Board, etc.) of the (City, County, etc.) of Jackson at a regular meeting thereof assembled this 10th day of January, 20 12, by the following vote:

AYES:

NAYS:

ABSENT:

(SEAL)

Clerk of the (City, County, etc.)



Personnel and Labor Relations

161 W. Michigan Avenue • Jackson, MI 49201-1303
(517) 788-4046 • Facsimile (517) 768-5824

MEMORANDUM

TO: Mayor Martin Griffin and Members of the Jackson City Council

FROM: Catherine Brechtelsbauer, Personnel & Labor Relations Director

DATE: 17 June 2004 *CMB*

RE: Establishment of a Section 401 Money Purchase Retirement Plan

Attached please find a resolution, supporting documentation and general information about a proposed Section 401 retirement vehicle. This pre-tax retirement investment program allows the City to pay a retiring employee's sick leave and/or vacation leave payouts directly into a 401 retirement plan, saving the retiree the income taxes and saving the City its FICA contribution on those funds.

In order to start this program, we had to identify an employee group interested in having every member participate at the time of retirement. Although I have had some initial discussions with some of the bargaining groups and some of the non-union employees, it seemed best to initiate the program with the most homogeneous group, City Council appointees, and then to add other groups if and when they agree to participate. Your appointees have agreed to participate. Once the City's plan is established, additional groups can be added administratively.

With the final pay deferral program, a minimum percentage of each group member's final pay must be established for contributing to the 401 plan, and the tax savings apply only to that minimum percentage that applies to all group members. Members may invest more funds at the time of their final pay, but such additional investments do not qualify for favorable tax treatment. The other advantage to this program is that investment cap is very high: the lesser of \$40,000 or 100% of the final pay can be invested on a one-time basis in this plan (with offsets for any other 401 investments made by that employee into a 401 plan in the same year).

Please give favorable consideration to the establishment of the proposed Section 401 money purchase retirement plan for City employees, starting with your own appointees. If you have any questions about the resolution, the final pay deferral plan, or the supporting documentation, please call me at 768-6466 or e-mail me at cbrechtelsbauer@cityofjackson.org.

Attachments

C: Warren Renando
Lynn Fessel
Julius Giglio
Jan Markowski

RESOLUTION

WHEREAS, the City of Jackson has employees rendering valuable services; and

WHEREAS, the establishment of a Section 401 money purchase retirement plan will benefit employees by providing funds for retirement and funds for their beneficiaries in the event of death; and

WHEREAS, the City of Jackson desires that its Section 401 money purchase retirement plan be administered by the ICMA Retirement Corporation and that the funds held under such plan be invested in the ICMA Retirement Trust, a trust established by public employers for the collective investment of funds held under their retirement and deferred compensation plans;

NOW THEREFORE BE IT RESOLVED that the City of Jackson hereby establishes a Section 401 money purchase retirement plan ("the Plan") in the form of the ICMA Retirement Corporation Governmental Money Purchase Plan & Trust (Account Number 108786), pursuant to the specific provisions of the Adoption Agreement. The Plan shall be maintained for the exclusive benefit of eligible employees and their beneficiaries; and

BE IT FURTHER RESOLVED that the City of Jackson hereby executes the Declaration of Trust of the ICMA Retirement Trust, attached hereto, intending this execution to be operative with respect to any Section 401 retirement or deferred compensation plan subsequently established by the Employer, if the assets of the plan are to be invested in the ICMA Retirement Trust; and

BE IT FURTHER RESOLVED that the City of Jackson hereby agrees to serve as trustee under the Plan and to invest funds held under the Plan in the ICMA Retirement Trust; and

BE IT FURTHER RESOLVED that the Director of Personnel & Labor Relations shall be the coordinator for the Plan; shall receive reports, notices, etc. from the ICMA Retirement Corporation or the ICMA Retirement Trust; shall cast, on behalf of the Employer, any required votes under the ICMA Retirement Trust; may delegate any administrative duties relating to the Plan to appropriate departments; and is authorized to execute all necessary agreements with the ICMA Retirement Corporation incidental to the administration of the Plan.

BE IT FURTHER RESOLVED that the City Council authorizes the participation of its own appointed employees to participate in the Plan; and

BE IT FURTHER RESOLVED that the City Council authorizes the Director of Personnel & Labor Relations to invite each remaining employee group to participate in the Plan, and to amend the Plan documents as appropriate to include such additional City employee groups who wish to participate in the Plan.

* * * * *

de change

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

I, Lynn Fessel, 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 22nd day of June, 2004.

IN WITNESS WHEREOF, I have hereto affixed my signature and the Seal of the City of Jackson, Michigan, on this 23rd day of June, 2004.


Lynn Fessel City Clerk _____



Department of Community Development

Building a Stronger Community

161 W. Michigan Avenue • Jackson, MI 49201-1303 •

Facsimile (517) 780-4781

Administrative Services
(517) 788-4060

Building Inspection
(517) 788-4012

Rehabilitation Services & Information
(517) 788-4070

CITY COUNCIL MEETING

January 10, 2012

NEW BUSINESS

TO: Honorable Mayor and City Councilmembers

FROM: Patrick H. Burtch, Deputy City Manager/Community Development Director

RE: Resolution to Amend the Fiscal Year 2011/2012 Community Development Block Grant Budget

MOTION: **Approve the resolution to amend the Community Development Block Grant budget for the fiscal year 2011/2012 to reallocate Code Enforcement funds to the City Attorney's office**

Community Development staff has received a request for additional funding from the City Attorney's office (attached). As outlined in the request, the Deputy City Attorney will be performing additional Code Enforcement activities in CDBG-eligible areas pertaining to the City's Neighborhood Economic Stabilization efforts and as such, further funding for the position will be necessary

A major portion of the City's Neighborhood Economic Stabilization success hinges on its ability to demolish an estimated 1,000 blighted, dangerous and unsafe structures. It will be crucial to have adequate legal staff available to aid in the processes of acquiring properties, upholding demolitions of structures documented as dangerous and unsafe, and pursuing reimbursement of demolition costs from property owners.

Funds previously allocated to Community Development Code Enforcement activities in the amount of \$15,000 have been identified to be made available for use by the City Attorney's office to defray the additional costs they will incur to accomplish the goals of the Neighborhood Economic Stabilization program. In order to support the additional activities provided by the Deputy City Attorney, Staff recommend approving the resolution to reallocate funds for this purpose.

Cc: Julius Giglio, City Attorney
Steve Maga, Staff Accountant
Heather Soat, Financial Analyst
Michelle Pultz-Orthaus, Community Development Project Coordinator

Julius A. Giglio

City Attorney

Bethany M. Smith

Deputy City Attorney

Gilbert W. Carlson

Assistant City Attorney

OFFICE OF THE



CITY ATTORNEY

161 West Michigan Avenue

Jackson, MI 49201

(517) 788-4050

(517) 788-4023

Fax: (517) 788-4059

MEMORANDUM

December 16, 2011

TO: Heather Soat, Financial Analyst

FROM: Julius A. Giglio, City Attorney 

RE: Request for Additional CDBG Funds

Please consider this as our request for additional CDBG funds for Fiscal Year 2011/2012. It is my understanding there are additional CDBG funds available to eligible entities. As you are aware, we receive \$14,000.00 for Fiscal Year 2011/2012. We anticipate that Deputy City Attorney, Bethany Smith, will be performing additional CDBG eligible activities starting January 1, 2012. The additional activities pertain to the Community Development Department's Neighborhood Stabilization Program. Ms. Smith will be assisting the Community Development Department in the following areas:

1. The acquisition of CDBG-eligible vacant and abandoned properties. This may involve various types of property acquisition including, but not limited to, negotiation, eminent domain, quiet title actions, or other circuit court actions.
2. Demolition of dangerous and unsafe structures. Demolitions will be pursued through either the City of Jackson Building Code Board of Examiners and Appeals or civil litigation in Circuit Court.
3. Reimbursement of demolition costs incurred by the City for CDBG eligible homes/structures. We anticipate pursuing property owners through negotiation, special assessments, and/or litigation. If judgments are obtained through litigation, we will need to execute on those judgments.

We anticipate Ms. Smith will work an additional ten hours per week to accomplish the above tasks. The \$15,000 of CDBG funds we are requesting will assist us in defraying the additional costs we will incur. We have already submitted an application for CDBG funding for \$53,000 for Fiscal Year 2012/2013, which, if approved, will maintain the level of legal services provided to the Community Development Department.

We appreciate the support of the Community Development Department for our request for additional funds. If you desire any other information, please do not hesitate to contact me.

Thank you for your assistance in this regard.

JAG/dn

cc Laurence Shaffer, City Manager
Patrick Burch, Deputy City Manager/Community Development Director
Michelle Pultz



Department of Public Works - Engineering

161 W. Michigan Avenue - Jackson, MI 49201
Telephone: (517) 788-4160 — Facsimile: (517) 768-6435

CITY COUNCIL MEETING
JANUARY 10, 2012

MEMO TO: Honorable Mayor and City Councilmembers
FROM: Jon H. Dowling, P.E., City Engineer/Director of Public Works
SUBJECT: Resolution for Approval of Contract with MDOT for West Avenue

MOTION: Consideration of a resolution approving a contract between the City and the Michigan Department of Transportation (MDOT), in the amount of \$8,615,721 (City's share is \$102,098) for reconstruction and widening work on West Avenue between Wildwood Avenue and Ganson Street; including storm sewer, sanitary sewer, and watermain replacement; and removal and replacement of structure R01 of 38072 which carries West Avenue over the Norfolk Southern Railroad; all together with necessary related work, located within the corporate limits of the City, and authorization for the Mayor and City Clerk to execute the appropriate document(s).

Attached is a resolution to enter into a contract with the Michigan Department of Transportation for the reconstruction and widening work on West Avenue between Wildwood Avenue and Ganson Street; including storm sewer, sanitary sewer, and watermain replacement; and removal and replacement of the West Avenue bridge over the Norfolk Southern Railroad.

The total construction cost of this project is estimated at \$8,615,721.00. Federal funds and the Railroad will cover a large portion of the project cost. The City's share is 8.75% of the local share for the project. The City portion of the project will be paid from the Major Street Fund. The breakdown is as follows:

Federal Aid:	\$6,892,577.00
Railroad Share:	\$ 556,309.00
MDOT Share:	\$1,064,737.00
City Share:	<u>\$ 102,098.00</u>
Total:	\$8,615,721.00

With your concurrence, I am requesting the attached resolution to enter into contract with the Michigan Department of Transportation be submitted to Council for their approval, and the Mayor and City Clerk be authorized to sign the appropriate contract documents.

Please do not hesitate to contact me if you should have any questions.

JHD:sms

c Laurence R. Shaffer, City Manager
Lynn Fessel, City Clerk
Randall T. McMunn, P.E. Assistant City Engineer
Troy R. White, P.E., Civil Engineer II
Lucinda Schultz, Accounting Manager

RESOLUTION

BY CITY COUNCIL:

WHEREAS, the West Avenue Bridge over the Norfolk Southern Railroad, and West Avenue between Wildwood Avenue and Ganson Street are in need of reconstruction; and

WHEREAS, the Michigan Department of Transportation (MDOT) has received Federal Funding and Railroad Funding for a large portion of the cost of the project; and

WHEREAS, the City's share is 8.75% of the local share for the project; and

WHEREAS, the cost-participation agreement and contract for this project has been prepared by MDOT and forwarded to the City of Jackson for approval; and

WHEREAS, the estimate for the construction work is \$8,615,721 with the Federal share being \$6,892,577, the Railroad share being \$556,309, the MDOT share being \$1,064,737 and the City share being \$102,098.

NOW, THEREFORE, BE IT RESOLVED that the City Council does approve the reconstruction on West Avenue between Wildwood Avenue and Ganson Street; and

BE IT FURTHER RESOLVED that the City Council does approve entering into contract with the Michigan Department of Transportation for the reconstruction and widening of West Avenue between Wildwood Avenue and Ganson Street; and

BE IT FURTHER RESOLVED that the City Council does authorize the Mayor and the City Clerk to sign the contract documents on behalf of the City.

* * * *

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

I, Lynn Fessel, 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 10th day of January, 2012.

IN WITNESS WHEREOF, I have hereto affixed my signature and the Seal of the City of Jackson, Michigan, on this 11th day of January, 2012.

Lynn Fessel, City Clerk

FEDERAL AID PROGRESS PAYMENT

DAB
Control Section BHT 38072
Job Number 79005A; 79005B;
79005C, D
Federal Project BHT 1238(004);
BHT 0838(032);
BHT 0538(006)
Federal Item RR 7881; RR 6545;
RR 4765
Contract 11-5629

THIS CONTRACT is made and entered into this date of _____, by and between the MICHIGAN DEPARTMENT OF TRANSPORTATION, hereinafter referred to as the "DEPARTMENT"; and the CITY OF JACKSON, a Michigan municipal corporation, hereinafter referred to as the "CITY"; for the purpose of fixing the rights and obligations of the parties in agreeing to construction improvements located within the corporate limits of the CITY.

WITNESSETH:

WHEREAS, the parties hereto anticipate that payments by them and contributions by agencies of the Federal Government or other sources will be sufficient to pay the cost of construction or reconstruction of that which is hereinafter referred to as the "PROJECT" and which is located and described as follows:

Reconstruction and widening work on Highway M-50/US-127BR (West Avenue) between Wildwood Avenue and Ganson Street, including storm sewer, sanitary sewer, and watermain replacement; and removal and replacement of Structure R01 of 38072 which carries Highway M-50/US-127BR (West Avenue) over the Norfolk Southern Railroad; all together with necessary related work, located within the corporate limits of the CITY; and

WHEREAS, the DEPARTMENT presently estimates the PROJECT COST as hereinafter defined in Section 1 to be: \$8,615,721; and

WHEREAS, the parties hereto have reached an understanding with each other regarding the performance of the PROJECT work and desire to set forth this understanding in the form of a written agreement.

NOW, THEREFORE, in consideration of the premises and of the mutual undertakings of the parties and in conformity with applicable law, it is agreed:

1. The CITY hereby consents to the designation of the PROJECT as a state trunkline highway. The parties shall undertake and complete the construction of the PROJECT as a state trunkline highway in accordance with this contract. The term "PROJECT COST", as herein used, is hereby defined as the cost of construction or reconstruction of the PROJECT including the costs of preliminary engineering (PE), plans and specifications; acquisition costs of the property for rights of way, including interest on awards, attorney fees and court costs; physical construction necessary for the completion of the PROJECT as determined by the DEPARTMENT; and construction engineering (CE), legal, appraisal, financing, and any and all other expenses in connection with any of the above.

2. The cost of alteration, reconstruction and relocation, including plans thereof, of certain publicly owned facilities and utilities which may be required for the construction of the PROJECT, shall be included in the PROJECT COST; provided, however, that any part of such cost determined by the DEPARTMENT, prior to the commencement of the work, to constitute a betterment to such facility or utility, shall be borne wholly by the owner thereof.

3. The CITY shall make available to the PROJECT, at no cost, all lands required thereof, now owned by it or under its control for purpose of completing said PROJECT. The CITY shall approve all plans and specifications to be used on that portion of this PROJECT that are within the right of way which is owned or controlled by the CITY. That portion of the PROJECT which lies within the right of way under the control or ownership by the CITY shall become part of the CITY facility upon completion and acceptance of the PROJECT and shall be maintained by the CITY in accordance with standard practice at no cost to the DEPARTMENT. The DEPARTMENT assumes no jurisdiction of CITY right of way before, during or after completion and acceptance of the PROJECT.

4. The parties will continue to make available, without cost, their sewer and drainage structures and facilities for the drainage of the PROJECT.

5. The PROJECT COST shall be met in part by contributions from agencies of the Federal Government. Through a separate contract between the DEPARTMENT and the Norfolk Southern Railway Company, hereinafter referred to as the RAILROAD, the RAILROAD will contribute a fixed amount of \$556,309 to the project for their portion of the structure replacement cost. The balance of the PROJECT COST after the federal aid and the RAILROAD'S share shall be charged to and paid by the DEPARTMENT and the CITY in the following proportions and in the manner and at the times hereinafter set forth:

DEPARTMENT -	91.25%
CITY -	8.75%

The PROJECT COST, and the respective shares of the parties, after Federal-aid and the RAILROAD'S share, (REMAINDER) is estimated to be as follows:

	TOTAL ESTIMATED COST	FEDERAL AID	RAIL- ROAD'S SHARE*	REMAINDER	DEPT'S SHARE	CITY'S SHARE
Constr. & CE	\$5,762,300	\$4,609,840	\$556,309	\$596,151	\$543,988	\$52,163
Right-of-Way	\$1,900,000	\$1,520,000	\$ - 0 -	\$380,000	\$346,750	\$33,250
PE	\$953,421	\$762,737	\$ - 0 -	\$190,684	\$173,999	\$16,685
TOTAL	\$8,615,721	\$6,892,577	\$556,309	\$1,166,835	\$1,064,737	\$102,098

*The RAILROAD'S SHARE of the PROJECT COST is not a part of this agreement, but is included for calculation purposes.

The PE costs for will be apportioned in the same ratio as the actual construction award and the CE costs will be apportioned in the same ratio as the actual direct construction costs.

Participation, if any, by the CITY in the acquisition of trunkline right-of-way shall be in accordance with 1951 P.A. 51 Subsection 1d, MCL 247.651d. An amount equivalent to the federal highway funds for acquisition of right-of-way, as would have been available if application had been made thereof and approved by the Federal government, shall be deducted from the total PROJECT COST prior to determining the CITY'S share. Such deduction will be established from the applicable Federal-Aid matching ratio current at the time of acquisition.

6. The DEPARTMENT shall maintain and keep accurate records and accounts relative to the cost of the PROJECT. The DEPARTMENT may submit progress billings to the CITY on a biweekly basis for the CITY'S share of the cost of work performed to date, less all payments previously made by the CITY. No biweekly billings of a lesser amount than \$1,000 shall be made unless it is a final or end of fiscal year billing. All billings will be labeled either "Progress Bill Number _____", or "Final Billing". Upon completion of the PROJECT, payment of all items of PROJECT COST and receipt of all Federal Aid, the DEPARTMENT shall make a final billing and accounting to the CITY.

7. In order to fulfill the obligations assumed by the CITY under the provisions of this contract, the CITY shall make prompt payments of its share of the PROJECT COST upon receipt of progress billings from the DEPARTMENT as herein provided. The CITY shall be billed for their share of the preliminary engineering costs upon award of the PROJECT. All payments will be made within 30 days of receipt of billings from the DEPARTMENT. Billings to the CITY will be based upon the CITY'S share of the actual costs incurred less Federal Aid earned as the work on the PROJECT progresses.

8. Pursuant to the authority granted by law, the CITY hereby irrevocably pledges a sufficient amount of funds received by it from the Michigan Transportation Fund to meet its required payments as specified herein.

9. If the CITY shall fail to make any of its required payments when due, as specified herein, the DEPARTMENT shall immediately notify the CITY and the State Treasurer of the State of Michigan or such other state officer or agency having charge and control over disbursement of the Michigan Transportation Fund, pursuant to law, of the fact of such default and the amount thereof, and, if such default is not cured by payment within ten (10) days, said State Treasurer or other state officer or agency is then authorized and directed to withhold from the first of such moneys thereafter allocated by law to the CITY from the Michigan transportation Fund sufficient moneys to remove the default, and to credit the CITY with payment thereof, and to notify the CITY in writing of such fact.

10. The DEPARTMENT shall secure from the Federal Government approval of plans, specifications, and such cost estimates as may be required for the completion of the PROJECT; and shall take all necessary steps to qualify for Federal Aid such costs of acquisition of rights of way, construction, and reconstruction, including cost of surveys, design, construction engineering, and inspection for the PROJECT as deemed appropriate. The DEPARTMENT may elect not to apply for Federal Aid for portions of the PROJECT COST.

11. This contract is not intended to increase or decrease either party's liability, or immunity from, tort claims.

12. All of the PROJECT work shall be done by the DEPARTMENT.

13. In connection with the performance of the PROJECT work under this contract the parties hereto (hereinafter in Appendix "A" referred to as the "contractor") agree to comply with the State of Michigan provisions for "Prohibition of Discrimination in State Contracts", as set forth in Appendix A, attached hereto and made a part hereof. The parties further covenant that they will comply with the Civil Rights Acts of 1964, being P.L. 88-352, 78 Stat. 241, as amended, being Title 42 U.S.C. Sections 1971, 1975a-1975d, and 2000a-2000h-6 and the Regulations of the United States Department of Transportation (49 C.F.R. Part 21) issued pursuant to said Act, including Appendix "B", attached hereto and made a part hereof, and will require similar covenants on the part of any contractor or subcontractor employed in the performance of this contract. The parties will carry out the applicable requirements of the DEPARTMENT'S Disadvantaged Business Enterprise (DBE) program and 49 CFR, Part 26, including, but not limited to, those requirements set forth in Appendix C.

14. This contract shall become binding on the parties hereto and of full force and effect upon the signing thereof by the duly authorized officials for the CITY and for the DEPARTMENT; upon the adoption of a resolution approving said contract and authorizing the signatures thereto of the respective officials of the CITY, a certified copy of which resolution shall be attached to this contract.

IN WITNESS WHEREOF, the parties hereto have caused this contract to be executed the day and year first above written.

CITY OF JACKSON

MICHIGAN DEPARTMENT
OF TRANSPORTATION

By _____
Title:

By _____
Department Director MDOT

By _____
Title:

FROM APPROVED
12/1/11
[Signature]
ATTORNEY
GENERAL



APPENDIX A
PROHIBITION OF DISCRIMINATION IN STATE CONTRACTS

In connection with the performance of work under this contract; the contractor agrees as follows:

1. In accordance with Public Act 453 of 1976 (Elliott-Larsen Civil Rights Act), the contractor shall not discriminate against an employee or applicant for employment with respect to hire, tenure, treatment, terms, conditions, or privileges of employment or a matter directly or indirectly related to employment because of race, color, religion, national origin, age, sex, height, weight, or marital status. A breach of this covenant will be regarded as a material breach of this contract. Further, in accordance with Public Act 220 of 1976 (Persons with Disabilities Civil Rights Act), as amended by Public Act 478 of 1980, the contractor shall not discriminate against any employee or applicant for employment with respect to hire, tenure, terms, conditions, or privileges of employment or a matter directly or indirectly related to employment because of a disability that is unrelated to the individual's ability to perform the duties of a particular job or position. A breach of the above covenants will be regarded as a material breach of this contract.
2. The contractor hereby agrees that any and all subcontracts to this contract, whereby a portion of the work set forth in this contract is to be performed, shall contain a covenant the same as hereinabove set forth in Section 1 of this Appendix.
3. The contractor will take affirmative action to ensure that applicants for employment and employees are treated without regard to their race, color, religion, national origin, age, sex, height, weight, marital status, or any disability that is unrelated to the individual's ability to perform the duties of a particular job or position. Such action shall include, but not be limited to, the following: employment; treatment; upgrading; demotion or transfer; recruitment; advertising; layoff or termination; rates of pay or other forms of compensation; and selection for training, including apprenticeship.
4. The contractor shall, in all solicitations or advertisements for employees placed by or on behalf of the contractor, state that all qualified applicants will receive consideration for employment without regard to race, color, religion, national origin, age, sex, height, weight, marital status, or disability that is unrelated to the individual's ability to perform the duties of a particular job or position.
5. The contractor or its collective bargaining representative shall send to each labor union or representative of workers with which the contractor has a collective bargaining agreement or other contract or understanding a notice advising such labor union or workers' representative of the contractor's commitments under this Appendix.
6. The contractor shall comply with all relevant published rules, regulations, directives, and orders of the Michigan Civil Rights Commission that may be in effect prior to the taking of bids for any individual state project.

7. The contractor shall furnish and file compliance reports within such time and upon such forms as provided by the Michigan Civil Rights Commission; said forms may also elicit information as to the practices, policies, program, and employment statistics of each subcontractor, as well as the contractor itself, and said contractor shall permit access to the contractor's books, records, and accounts by the Michigan Civil Rights Commission and/or its agent for the purposes of investigation to ascertain compliance under this contract and relevant rules, regulations, and orders of the Michigan Civil Rights Commission.
8. In the event that the Michigan Civil Rights Commission finds, after a hearing held pursuant to its rules, that a contractor has not complied with the contractual obligations under this contract, the Michigan Civil Rights Commission may, as a part of its order based upon such findings, certify said findings to the State Administrative Board of the State of Michigan, which State Administrative Board may order the cancellation of the contract found to have been violated and/or declare the contractor ineligible for future contracts with the state and its political and civil subdivisions, departments, and officers, including the governing boards of institutions of higher education, until the contractor complies with said order of the Michigan Civil Rights Commission. Notice of said declaration of future ineligibility may be given to any or all of the persons with whom the contractor is declared ineligible to contract as a contracting party in future contracts. In any case before the Michigan Civil Rights Commission in which cancellation of an existing contract is a possibility, the contracting agency shall be notified of such possible remedy and shall be given the option by the Michigan Civil Rights Commission to participate in such proceedings.
9. The contractor shall include or incorporate by reference, the provisions of the foregoing paragraphs (1) through (8) in every subcontract or purchase order unless exempted by rules, regulations, or orders of the Michigan Civil Rights Commission; all subcontracts and purchase orders will also state that said provisions will be binding upon each subcontractor or supplier.

Revised June 2011

APPENDIX B
TITLE VI ASSURANCE

During the performance of this contract, the contractor, for itself, its assignees, and its successors in interest (hereinafter referred to as the “contractor”), agrees as follows:

1. **Compliance with Regulations:** For all federally assisted programs, the contractor shall comply with the nondiscrimination regulations set forth in 49 CFR Part 21, as may be amended from time to time (hereinafter referred to as the Regulations). Such Regulations are incorporated herein by reference and made a part of this contract.
2. **Nondiscrimination:** The contractor, with regard to the work performed under the contract, shall not discriminate on the grounds of race, color, sex, or national origin in the selection, retention, and treatment of subcontractors, including procurements of materials and leases of equipment. The contractor shall not participate either directly or indirectly in the discrimination prohibited by Section 21.5 of the Regulations, including employment practices, when the contractor covers a program set forth in Appendix B of the Regulations.
3. **Solicitation for Subcontracts, Including Procurements of Materials and Equipment:** All solicitations made by the contractor, either by competitive bidding or by negotiation for subcontract work, including procurement of materials or leases of equipment, must include a notification to each potential subcontractor or supplier of the contractor’s obligations under the contract and the Regulations relative to nondiscrimination on the grounds of race, color, or national origin.
4. **Information and Reports:** The contractor shall provide all information and reports required by the Regulations or directives issued pursuant thereto and shall permit access to its books, records, accounts, other sources of information, and facilities as may be determined to be pertinent by the Department or the United States Department of Transportation (USDOT) in order to ascertain compliance with such Regulations or directives. If required information concerning the contractor is in the exclusive possession of another who fails or refuses to furnish the required information, the contractor shall certify to the Department or the USDOT, as appropriate, and shall set forth the efforts that it made to obtain the information.
5. **Sanctions for Noncompliance:** In the event of the contractor’s noncompliance with the nondiscrimination provisions of this contract, the Department shall impose such contract sanctions as it or the USDOT may determine to be appropriate, including, but not limited to, the following:
 - a. Withholding payments to the contractor until the contractor complies; and/or
 - b. Canceling, terminating, or suspending the contract, in whole or in part.

6. **Incorporation of Provisions:** The contractor shall include the provisions of Sections (1) through (6) in every subcontract, including procurement of material and leases of equipment, unless exempt by the Regulations or directives issued pursuant thereto. The contractor shall take such action with respect to any subcontract or procurement as the Department or the USDOT may direct as a means of enforcing such provisions, including sanctions for non-compliance, provided, however, that in the event a contractor becomes involved in or is threatened with litigation from a subcontractor or supplier as a result of such direction, the contractor may request the Department to enter into such litigation to protect the interests of the state. In addition, the contractor may request the United States to enter into such litigation to protect the interests of the United States.

Revised June 2011

APPENDIX C

TO BE INCLUDED IN ALL FINANCIAL ASSISTANCE AGREEMENTS WITH LOCAL AGENCIES

Assurance that Recipients and Contractors Must Make (Excerpts from US DOT Regulation 49 CFR 26.13)

- A. Each financial assistance agreement signed with a DOT operating administration (or a primary recipient) must include the following assurance:

The recipient shall not discriminate on the basis of race, color, national origin, or sex in the award and performance of any US DOT-assisted contract or in the administration of its DBE program or the requirements of 49 CFR Part 26. The recipient shall take all necessary and reasonable steps under 49 CFR Part 26 to ensure nondiscrimination in the award and administration of US DOT-assisted contracts. The recipient's DBE program, as required by 49 CFR Part 26 and as approved by US DOT, is incorporated by reference in this agreement. Implementation of this program is a legal obligation and failure to carry out its terms shall be treated as a violation of this agreement. Upon notification to the recipient of its failure to carry out its approved program, the department may impose sanctions as provided for under Part 26 and may, in appropriate cases, refer the matter for enforcement under 18 U.S.C. 1001 and/or the Program Fraud Civil Remedies Act of 1986 (31 U.S.C. 3801 et seq.).

- B. Each contract MDOT signs with a contractor (and each subcontract the prime contractor signs with a subcontractor) must include the following assurance:

The contractor, sub recipient or subcontractor shall not discriminate on the basis of race, color, national origin, or sex in the performance of this contract. The contractor shall carry out applicable requirements of 49 CFR Part 26 in the award and administration of US DOT-assisted contracts. Failure by the contractor to carry out these requirements is a material breach of this contract, which may result in the termination of this contract or such other remedy as the recipient deems appropriate.



CITY COUNCIL MEETING
JANUARY 10, 2012

MEMO TO: City Councilmembers

FROM: Martin J. Griffin, Mayor

DATE: January 6, 2012

SUBJECT: Resolution – F-35 Joint Strike Fighter

MOTION: Consideration of a resolution memorializing the United States Congress to recognize the importance of the F-35 Joint Strike Fighter to the City of Jackson, the state of Michigan, the United States and our allies around the world by supporting funding for the F-35 program.

Recently, I was contacted and asked to request the City of Jackson's support of the F-35 Joint Strike Fighter by sending a letter of support and resolution to our U.S. Senators, and Congress recognizing the importance of this project to the economy of not only the City, but also the state of Michigan and the U.S. military. Your support of this resolution is appreciated.

MJG:skh

RESOLUTION

BY THE CITY COUNCIL:

WHEREAS, the City of Jackson, Michigan, has a proud history of supporting our nation's military, and will continue its critical role as part of the supplier base for the F-35; and

WHEREAS, the F-35 program creates advanced-technology jobs that build a highly-skilled workforce essential to our national security and economic prosperity here in Jackson; and

WHEREAS, the members of our armed services need the latest technology supporting them as they protect our nation and ensure peace around the world; and

WHEREAS, there is currently discussion in Congress about continuing full funding and production of the F-35 Joint Strike Fighter; and

WHEREAS, threats to peace and our national interests are continuing to emerge; and

WHEREAS, the F-35 is the most advanced fighter aircraft ever built, and is needed to replace the aging fleet of military aircraft that have been in use for thirty years; and

WHEREAS, the F-35 will not only provide needed support of our nation's military, but will also strengthen our international alliances and ensure the success of our peacekeeping missions; and

WHEREAS, the United States has been investing in the production of the F-35 for more than a decade and will lose the benefits of this investment if full funding and planned production are not continued.

NOW, THEREFORE, BE IT RESOLVED, by the City Council of the City of Jackson, Michigan, that we recommend the United States Congress recognize the importance of the F-35 Joint Strike Fighter to the City of Jackson, the state of Michigan, the United States, and our allies around the world by supporting funding for the F-35 program.

LET IT BE FURTHER RESOLVED, that copies of this resolution be transmitted to the President of the United States Senate, the Speaker of the United States House of Representatives, Senators Carl Levin and Debbie Stabenow, and the additional members of the Michigan congressional delegation.



CITY CLERK'S OFFICE
Lynn Fessel, City Clerk

CITY COUNCIL MEETING
January 10, 2012

MEMO TO: Honorable Mayor and City Councilmembers

FROM: Lynn Fessel, City Clerk *Lynn Fessel*

SUBJECT: Final Adoption of Ordinance No. 2012.1

**MOTION: FINAL ADOPTION OF ORDINANCE NO. 2012.1
DECLARING AN ADDITIONAL, 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**

Attached please find Ordinance No. 2012.1 approved by the City Council at the December 6, 2011, meeting. Requested action is adoption of the Ordinance.

C: City Manager

ORDINANCE 2011. __

An Ordinance declaring an additional 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.

WHEREAS, On January 25, 2011, the Jackson City Council adopted Ordinance 2011.04, which established a moratorium on the on the establishment of operations and the issuance of permits or licenses for operations that relate to the cultivation, dispensing, or use of medical marihuana;

WHEREAS, The duration of Ordinance 2011.04 was six months following the effective date or until such time as an appropriate ordinance is enacted, whichever occurs first;

WHEREAS, On July 19, 2011, the Jackson City Council adopted Ordinance 2011.11, which extended the moratorium on the on the establishment of operations and the issuance of permits or licenses for operations that relate to the cultivation, dispensing, or use of medical marihuana;

WHEREAS, The duration of Ordinance 2011.11 was six months following the effective date or until such time as an appropriate ordinance is enacted, whichever occurs first;

WHEREAS, The Jackson City Affairs Committee has met numerous times to discuss a proposed Medical Marihuana Ordinance involving changes to the Zoning and Licensing Ordinances of the City of Jackson to regulate the use and cultivation of marihuana for specific medical conditions;

WHEREAS, Although the City Affairs Committee has made progress in this area, the City Council has determined that additional time is needed to consider, study, and enact regulations for medical marihuana as defined in the Michigan Medical Marihuana Act, M.C.L. 333.26421 et seq.; and

WHEREAS, the City Council desires that no operations be established and no permits or licenses be authorized or issued in the City of Jackson for operations related to either the cultivation, dispensing, or use of medical marihuana; now therefore,

THE PEOPLE OF THE CITY OF JACKSON ORDAIN:

Section 1. Continuation of Moratorium

No operations, or applications for permits or licenses for operations, that relate to either the cultivation, dispensing, or use of medical marihuana shall be accepted, no pending applications shall be processed, and no permits or licenses shall be issued from the effective date of this ordinance and while the moratorium enacted by this ordinance or any subsequently adopted ordinances which may extend this moratorium shall remain in effect.

This limited moratorium on the operations and the issuance of operation permits or licenses related to the operations for the cultivation, dispensing, or use of medical marihuana is intended to continue, without interruption, the moratorium and all other provisions established by Ordinance No. 2011.11 and shall be applied retroactively to the extent necessary to accomplish that intent.

The moratorium established by this Ordinance shall further continue in effect for six months from the effective date hereof, or until such time as an appropriate medical marihuana ordinance is enacted, whichever occurs first.

Section 2. Effective Date

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



City of Jackson

Dept. of Personnel & Labor Relations

Crystal Y. Dixon, Director

CITY COUNCIL MEETING
January 10, 2012

MEMO TO: Honorable Mayor and City Council Members

FROM: Crystal Y. Dixon, City/County Director of Human Resources *MT*

SUBJECT: Request to Approve the Extension of the Police Officers Labor Council, Supervisory Unit Union Contract

MOTION: To approve the proposed Letter of Agreement between the City of Jackson and the Police Officers Labor Council Supervisory Unit (POLC-S) Extending the Collective Bargaining Agreement to March 31, 2012

The current collective bargaining agreement between the City of Jackson (City) and the Police Officers Labor Council, Supervisory Unit (Union) expired on June 30, 2011. The City and Union, with the approval of the Mayor and City Council, approved extensions of the current union contract through December 31, 2011. Negotiations between the City and the Union are progressing.

The City of Jackson and the Police Officers Labor Council, Supervisory Unit agree to extend the existing collective bargaining agreement (July 1, 2007 through June 30, 2011) to March 31, 2012 while the parties engage in collective bargaining. Should the parties reach a tentative agreement on a new collective bargaining agreement prior to March 31, 2012, the successor agreement will render this letter of agreement null and void.

The attached document sets forth the proposed letter of agreement to extend the POLC-S contract and is subject to approval by the City Council and the Union.

Thank you.

Enclosure

Letter of Agreement

City of Jackson and Police Officers Labor Council, Supervisory Unit

Extension of Collective Bargaining Agreement to March 31, 2012

The current collective bargaining agreement between the City of Jackson (City) and the Police Officers Labor Council, Supervisory Unit (Union) expired on June 30, 2011. The City and Union, with the approval of the Mayor and City Council, approved extensions of the current union contract through December 31, 2011. Negotiations between the City and the Union are progressing.

The City of Jackson and the Police Officers Labor Council, Supervisory Unit agree to extend the existing collective bargaining agreement (July 1, 2007 through June 30, 2011) to March 31, 2012 while the parties engage in collective bargaining. Should the parties reach a tentative agreement on a new collective bargaining agreement prior to March 31, 2012, the successor agreement will render this letter of agreement null and void.

Both parties acknowledge that this Letter of Agreement has been negotiated in the best interest of both the Police Officers Labor Council, Supervisory Unit members and the City of Jackson, and this document contains the complete agreement between the parties. Except as provided herein, this Agreement does not override the terms or provisions of the current Police Officers Labor Council, Supervisory Unit collective bargaining agreement between the parties. Both parties acknowledge that approval of this extension is subject to the action of the Mayor and City Council of Jackson, Michigan and the Union. This Agreement between the City of Jackson and the Police Officers Labor Council, Supervisory Unit is non-precedent setting.

**POLICE OFFICERS LABOR
COUNCIL SUPERVISORY UNIT**



Fred LaMaire, Labor Representative

 12-14-11

Sgt. Paul Gross, President

CITY OF JACKSON

Laurence Shaffer, City Manager

Crystal Y. Dixon, City/County
Director of Human Resources

Date: 12-14-11



City of Jackson

Department of Human Resources

Crystal Y. Dixon, Director

CITY COUNCIL MEETING
January 10, 2012

MEMO TO: Honorable Mayor and City Council Members

FROM: Crystal Y. Dixon, City/County Director of Human Resources *CD*

SUBJECT: Request to Approve the Extension of the Michigan Association of Public Employees (MAPE) Union Contract

MOTION: To approve the proposed Letter of Agreement between the City of Jackson and the Michigan Association of Public Employees (MAPE) extending the Collective Bargaining Agreement to March 31, 2012

The current collective bargaining agreement between the City of Jackson and the Michigan Association of Public Employees (MAPE) expired on June 30, 2011 and the parties agreed, with City Council approval, to extensions through December 31, 2011.

The City is currently engaged in multiple negotiations with unions on both union contract issues and on other mandatory subjects of bargaining. The City of Jackson and the Union desire additional time for negotiations with the Michigan Association of Public Employees (MAPE).

The attached document sets forth the proposed letter of agreement to extend the MAPE contract and is subject to approval by the City Council and the Union.

Thank you.

Enclosure

Letter of Agreement

City of Jackson and Michigan Association of Public Employees (MAPE)

Extension of Collective Bargaining Agreement to March 31, 2012

The current collective bargaining agreement between the City of Jackson and the Michigan Association of Public Employees (MAPE) expired on June 30, 2011 and the City of Jackson City Council approved extensions of the collective bargaining agreement through December 31, 2011.

The City of Jackson has a newly appointed City Manager and is currently engaged in negotiations with other unions. The City of Jackson and MAPE desire additional time for negotiations with the Michigan Association of Public Employees (MAPE).

The City of Jackson and Michigan Association of Public Employees (MAPE) agree to extend the existing collective bargaining agreement (July 1, 2007 through June 30, 2011) to March 31, 2012 while the parties engage in collective bargaining. Should the parties reach a tentative agreement on a new collective bargaining agreement prior to March 31, 2012, the successor agreement will render this letter of agreement null and void.

Both parties acknowledge that this Letter of Agreement has been negotiated in the best interest of both MAPE members and the City of Jackson, and this document contains the complete agreement between the parties. Except as provided herein, this Agreement does not override the terms or provisions of the current MAPE collective bargaining agreement between the parties.

This Agreement between the City of Jackson and MAPE is non-precedent setting.

**MICHIGAN ASSOCIATION OF
PUBLIC EMPLOYEES**

CITY OF JACKSON

Fred Timpner, Executive Director

Laurence Shaffer, City Manager

Rusty Holdridge, President

Crystal Y. Dixon, City/County
Director of Human Resources

John Haase, Labor Relations Specialist

Date: _____



Department of Public Works - Engineering

161 W. Michigan Avenue - Jackson, MI 49201
Telephone: (517) 788-4160 — Facsimile: (517) 768-6435

CITY COUNCIL MEETING JANUARY 10, 2012

MEMO TO: Honorable Mayor and City Councilmembers
FROM: Jon H. Dowling, P.E., City Engineer/Director of Public Works
SUBJECT: Request to Award Traffic Study for West Avenue and Fourth Street

MOTION: Approval of contact award for West Avenue and Fourth Street traffic study to Hubbel, Roth & Clark of Bloomfield Hills, Michigan, for \$35,636.94, and authorization for the Mayor and City Clerk to execute the appropriate document(s) in accordance with the recommendation of the Purchasing Agent and the City Engineer/Director of Public Works.

Federal Transportation Funds will be used to reconstruct Fourth Street from Linden Avenue to Griswold Street in 2013, and West Avenue from Bloomfield Boulevard to High Street in 2014. At a public meeting held to discuss proposed construction on Fourth Street, residents expressed concern about potential street widening and adverse impact on the neighborhood. It was decided that it would be appropriate to have a study done to evaluate options for correcting existing traffic problems with minimal impact on the Fourth Street and West Avenue neighborhoods.

On December 1, 2011, the City received nine proposals for the West Avenue and Fourth Street traffic study request for qualifications proposal (RFQP 11/003). The traffic study is to analyze the intersections of West Avenue at Kibby Road and Fourth Street at Greenwood Avenue/Griswold Street for proposed future construction. The study will also evaluate signal improvements and potential geometric improvements for both projects.

A review team of Randy McMunn, Assistant City Engineer, Troy White, Project Engineer and Jon Dowling, City Engineer/Director of Public Works evaluated and ranked the consultants as follows:

Bergmann	East Lansing	840
Hubbel, Roth & Clark (HRC)	Bloomfield Hills	815
Wade Trim	Taylor	760
ROWE	Flint	695
DLZ	Lansing	680
Wilcox	Lansing	655
AECOM	Lansing	645
Spalding DeDecker	Rochester Hills	620
Alfred Benesch Co.	Lansing	610

On December 20, 2011, prior to opening any cost proposals, the review team interviewed the top two candidates and discussed the project scope. We then requested that Bergmann and HRC submit revised scope of work, staff hour distribution and cost proposals to the City by December 29, 2011.

From the interviews and the submittals we ranked the consultants as follows:

	<u>Bergmann</u>	<u>HRC</u>
Interview Impressions	7	9
Level of Effort	6	10
Public Meeting Preparation	<u>6</u>	<u>9</u>
Totals	19	28
Cost	\$29,862.19	\$35,636.94
No. of Hours	287	434
Cost/Hour	\$104.05/hr	\$82.11/hr

In concurrence with the Purchasing Agent, the Department of Public Works recommends the award of the West Avenue and Fourth Street traffic study to HRC at their not to exceed proposal cost of \$35,636.94. I also request that the Mayor the City Clerk be authorized to sign the appropriate contract documents. Funding is available from the Major Street Fund.

Please do not hesitate to contact me if you should have any questions.

JHD:sms

- c Laurence R. Shaffer, City Manager
- Lynn Fessel, City Clerk/Purchasing Agent
- Randall T. McMunn, P.E. Assistant City Engineer
- Troy R. White, P.E., Civil Engineer II
- Lucinda Schultz, Accounting Manager



CITY COUNCIL MEETING

January 10, 2012

Non-Agenda

Fire Department

MEMO TO: Martin J. Griffin, Mayor
Members of the City Council

FROM: Laurence Shaffer, City Manager

DATE: January 4, 2012

SUBJECT: Fire Department Leadership

City Councilmember Carl Breeding had unsuccessfully proposed that an additional item be added to the City Council meeting agenda of November 29, 2011. The motion suggested was as follows:

[Consideration of returning the "Police/Fire" Chief position to the "Police Chief" only with the appropriate salary adjustments and directing the City Manager to select a "Fire Chief" before the end of the year.]

The position of Police/Fire Chief does not exist. The position was not created by the City Council and the title has never been utilized by the City Council or the City Manager. The Police Chief's position and job description has not been changed nor was there any additional compensation authorized for the assumption of additional duties. In a memo dated February 4, 2011, Interim City Manager Warren Renando reported that David Wooden was appointed Interim Deputy Fire Chief, and that Interim Deputy Fire Chief Wooden would report to Police Chief Matt Heins on day to day operations and the construction of the budget. Chief Heins was not appointed Fire Chief, either on an acting, or permanent basis. That condition has not changed. Chief Heins remains the Police Chief and the Deputy Fire Chief reports to him. The Police Chief's compensation did not change. The Police Chief's position is found at a Grade 20 on the City's pay charts, and has remained at the level after the assignment by Interim Manager Renando. The previous Fire Chief retired from the Fire Department on January 15, 2011, and the Fire Department has been without a Fire Chief since.

Confusion over the "Acting Fire Chief" position may have occurred as a result of the memo from Mr. Renando to the Mayor and City Council dated March 24, 2011. In that memo, the term *Acting Fire Chief* is used, but there is no evidence that such an appointment justifying the title was made or warranted.

Relative to the portion of the proposed agenda item requiring that the "City Manager to select a "Fire Chief" before the end of the year, I would recommend against such action. The process for the successful selection requires not only a solid understanding of the future of the Fire Department, but the time required to choose a candidate that best fits the City's and Department's needs. The Fire Department is in transition. The Fire Department has seen dramatic cutbacks in personnel in anticipation of the adoption

of the public safety officer concept. The City of Jackson voters rejected the public safety department question on the special election that was held on May 3, 2011. The question on the ballot was as follows:

Shall the Jackson City Council be authorized to create a public safety department?

The voters rejected that question with 1,102 voting in favor and 1,985 voting in opposition. With only 36 percent of the voters approving of the measure, it would seem that bringing such a proposal back to the voters without a supporting feasibility study would not be justified or wise.

However, in order to be in line with the requirement of the City Code, Section 2-8, a Fire Chief will need to be appointed. The only question remains is when such an appointment will be made, how will the position be funded, what types of experiences may be relevant to the Jackson Fire Department new level of reduced services, and what role will the Police Chief play in the organizational structure. The City Code, Section 2-8 is as follows:

The fire department is hereby created, and shall be headed by the fire chief, who shall be the commanding officer of the fire department. The chief shall direct the work of the fire department, and shall be responsible for all fire prevention and fire suppression...

The options available to me include appointing an interim fire chief or conducting a full search and selection of a new fire chief. Funding does not exist in the present Jackson Fire Department budget to fund the Fire Chief position. That condition can be rectified by waiting for the appropriation needed to fund, the opportunity for which will not occur until July 1, 2012. I would like the time needed to evaluate the best options available. Thank you for your patience.

LS:skh



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

**CITY COUNCIL MEETING
January 10, 2012**

Non-Agenda

Jackson Building Authority

MEMO TO: Martin Griffin, Mayor
Members of the Jackson City Council

FROM: Laurence Shaffer, City Manager

DATE: December 28, 2011

SUBJECT: Jackson Building Authority

At the November 29, 2011, meeting of the Jackson City Council, Councilmember Breeding asked a number of questions relative to the Jackson Building Authority. Those questions included a request to review the appointment of city employees to the Board of Commissioners and the purpose of the Jackson Building Authority.

The Resolution Establishing the Building Authority was adopted by the City Commission on June 4, 1991. A copy of said resolution is attached. The purpose of City of Jackson Building Authority is established by Article III of the Articles of Incorporation, which states in full:

This Authority is incorporated for the purpose of acquiring, furnishing, equipping, owning, improving, enlarging, operating and maintaining a building or buildings, automobile parking lots or structures, recreational facilities, and the necessary site or sites thereof, together with appurtenant properties and facilities necessary or convenient for the effective use thereof, for use of any legitimate public purpose of the City of Jackson.

As I understand it, the Jackson Building Authority was originally created to serve as a crucible to hold the properties being improved by the city until the payment of general obligation bonds for the improvements were completed. The initial activity undertaken by the Jackson Building Authority was for improvements to City Hall.

Article V, Section 1 and Section 2 of the Articles of Incorporation defines the governing structure of the Board of Commissioners of the Jackson Building Authority. Along with fixing the term at three (3) years and establishing the size of the Board of Commissioners at three members, it prohibits members of the legislative body from membership or appointment to the authority. Allow me to speculate that the prohibition against City Commissioners from appointment to the Jackson Building Authority led to the logic of appointing non elected city officials to the authority. In that way, the City of Jackson maintains

internal control of an organization responsible for holding the title and the bond instruments for significant capital improvements within the city.

Presently, the following general bond notes are being funded through the Jackson Building Authority

- 1997 Building Authority Bonds. Issued \$ 770,000. Outstanding \$ 80,000. Issued to finance various building improvements to City Hall, DPW, King Center, Fire Station, Cemetery, Police Station and Parking Lot #8. The final principal payment will be made 8/1/12.
- 1999 Building Authority Bonds. Issued \$ 600,000. Outstanding \$ 300,000. Issued to finance improvements to the Sharp Park Golf Course. The final principal payment will be made 8/1/18.

Thank you for the opportunity to respond.

cc: Phil Hones, Finance Director
Julius Giglio, City Attorney

**City of Jackson Police Department
216 East Washington Avenue
Jackson, Michigan 49201
(517) 788-4127**



MEMORANDUM

DATE: December 9, 2011

TO: Laurence Shaffer, City Manager

FROM: Matthew R. Heins, Chief of Police

SUBJECT: November Manager's Report

Chief Matthew Heins

- Attended:
 - TIP Line Meeting
 - Meetings with City Manager and Fire Department staff (2)
 - Meeting with Sheriff Rand
 - Meeting with City Manager and Jackson Housing Commission Executive Director
 - Employee Grievance Hearing with Personnel Director
 - Ordinance Amendment Meetings for Graffiti and False Alarms Ordinances
 - Michigan Dept. of Civil Rights Conference Call
 - LEAF Meeting
 - Commander Goal Review Meeting
 - Neighborhood Stabilization Meetings (2)
 - POLC-S Negotiations
 - Meeting with Crisis Counselor to Discuss Necessity
 - Area Chiefs Meeting
 - Fire Captain Exam Review
 - HRC Meeting
 - Employee Pre-Determination Meeting
 - Health Insurance Meeting
 - Meeting about Firearms
 - Meeting with POLC-S President
 - Meeting with Citizen Patriot Reporter
 - Discussion of Vehicle Insurance Claims with City Clerk and City Attorney
 - Meeting with City Manager and Summit Township
- Appeared on Bart Hawley
- Lunch with Detectives for hard work on homicide case
- Time Away from Office:
 - 24 hours of holiday

- 8 hours personal time
- 4 hours of vacation

Deputy Chief John Holda

- Attended:
 - Area Chiefs Meeting
 - Commander Goal Review Meeting
 - POLC Supervisory Unit negotiations
 - Employee Disciplinary Meeting
 - Act 345 Meeting
 - Salvation Army Advisory Board Meeting
 - Health Insurance Meeting
 - City Property Damage Insurance Claims Meeting
- IT:
 - Installation of 13 new computers
 - DEG – MICR Reporting
 - IT Progress – Lori
 - Evidence Management System (Beast)
 - Data Conversion – Testing First Data Conversion
 - Additional Data Transfer
- Time Away from Office:
 - 8 hours Training (MPELRA)
 - 24 hours holiday
 - 40 hours vacation

Lt. Christopher Simpson

- Attended:
 - Interview Panel for Mason Police Dept.
 - LEAF Meeting
 - Substance Abuse Coalition Meeting
 - Radio Communications Meeting with Advanced Wireless
 - Commander Goal Review Meeting
 - Detective Bureau Round Table
 - Graffiti Ordinance Review Meeting
 - Proctored Physical Agility Testing
 - Baker College Advisory Board Meeting
 - Area Chiefs Meeting
- Day shift Communications Specialists are now printing police reports
- Datamaster/SFST training will be completed for all officers
- General Orders for Patrol Rifles and Child Advocacy Center being reviewed
- Time Away From Office:
 - 24 hours training
 - 24 hours holiday

Lt. Elmer Hitt

- Attended:
 - Hot Air Jubilee Committee Meeting
 - John George Home Board Meeting
 - SRT Training
 - In-Service Training Instruction (10 hours)
- Other update information:
 - Strategic Plans for FY2012 Impaired Driving and Safety Belt Enforcement overtime assignments were submitted. The first Impaired Driving Enforcement period will be during the Christmas and New Year holidays. The first Safety Belt Enforcement period will not be until Memorial Day.
 - The Christmas Parade held went well. There were no major problems encountered.
 - The Reed Manor housing complex has hired armed security.
 - Shift change is slotted for Saturday, January 7th.
 - Patrick Burtch gave his presentation to all four patrol shifts.
- Time Away from Office:
 - 24 hours holiday
 - 56 hours vacation