



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

AGENDA – CITY COUNCIL MEETING

February 7, 2012
7:00 p.m.

1. **Call to Order.**
2. **Pledge of Allegiance** – Invocation by Andrew R. Frounfelker, 5th Ward City Councilmember.
3. **Roll Call.**
4. **Adoption of Agenda.**
5. **Citizen Comments. (3-Minute Limit)**
6. **Presentations/Proclamations.**
7. **Consent Calendar.**
 - A. Approval of the minutes of the regular City Council meeting of January 24, 2012.
 - B. Approval of Change Order No. 1 to the contract with Salenbien Trucking and Excavating, Inc., Dundee, in the decreased amount of \$7,725.55, to the change contract quantities to match final quantities placed for the Mason and Wilkins CDBG Street Reconstruction Project, and authorization for the City Manager and City Engineer/Director of Public Works to execute the appropriate document(s).
 - C. Approval of the second year renewal to haul and land apply digested sewage sludge to Biotech Agronomics, Beulah, at a cost of \$0.0312 per gallon, and authorization for the Mayor and City Clerk to execute the appropriate document(s).
 - D. Approval of the request from Consumers Energy to conduct the Walk for Warmth, in conjunction with the Community Action Agency, on downtown streets, on Friday, February 24, 2012, from 11:30 a.m. to 12:30 p.m. A map of the proposed route is attached. (Recommended approval has been received from the Police, Fire, Parks, Department of Public Works, Engineering, and Downtown Development. Contingent upon receipt of proper insurance coverage.)
 - E. Approval of the request to divide the property at 423 North West Avenue according to the deed provided by the Michigan Department of Transportation.
 - F. Receipt of the City of Jackson's summary of revenue and expenditures for six (6) months ended, December 31, 2011.
 - G. Approval of the request from Castle Marketing and Advertising to conduct the Jackson Winterfest Awards Ceremony at Bucky Harris Park on Saturday, February 25, 2012, from 6:30 p.m. to 8:30 p.m. (Recommended approval has been received from the Police, Fire, Parks, Department of Public Works, Engineering, and the Downtown Development Authority. Contingent upon receipt of proper insurance coverage.)

8. **Committee Reports.**

9. **Appointments.**

- A. Approval of the Mayor's recommendation to appoint Barbara Jo Dwyer to the Board of Review for a three-year term beginning February 1, 2012, and ending January 31, 2015.
- B. Approval of the Mayor's recommendation to reappoint Kathleen Conley and Alice Lewis to the Human Relations Commission for a three-year term each beginning immediately and ending December 31, 2014, in accordance with the recommendation of the Human Relations Commission.

10. **Public Hearings.**

Recess as a City Council and convene as a Board of Review.

- A. Public hearing on Special Assessment Roll No. 3365 for street repaving on Loomis from Leroy to Argyle Streets.
 - 1. Resolution confirming Special Assessment Roll No. 3365.
- B. Public hearing on Special Assessment Roll No. 3366 for street repaving on North Street from Cooper to Lansing Avenue.
 - 1. Resolution confirming Special Assessment Roll No. 3366.
- C. Public hearing on Special Assessment Roll No. 3367 for street repaving on Mason from Mechanic to Francis Streets.
 - 1. Resolution confirming Special Assessment Roll No. 3367.
- D. Public hearing on Special Assessment Roll No. 3368 for street repaving on Wilkins from Jackson to Francis Streets.
 - 1. Resolution confirming Special Assessment Roll No. 3368.

Adjourn as a Board of Review and reconvene as City Council.

- E. Public hearing on the necessity of continuing the meterless parking system in the downtown area of the City for 2011-2012.
 - 1. Resolution determining the necessity of continuing the meterless parking system, ordering the City Assessor to prepare Special Assessment Roll No. 4211, and establishing February 21, 2012, at the City Council meeting as the time and place to hold a public hearing confirming the meterless parking system assessment roll.

11. **Resolutions.**

- A. Consideration of a resolution recommending the revocation of IFT Certificate No. 2002-436 granted to Mid-American Products, Inc., 1623 Wildwood Avenue.

12. **Ordinances.**

- A. Consideration of an ordinance amending Chapter 25, Section 25-30, Article II, City Code, to increase the penalties for parking violations.
- B. Final adoption of Ordinance No. 480, establishing wards and precincts within the City of Jackson, in accordance with the results of the 2010 decennial census of the United States, and to repeal Ordinance 452, which had established said wards and precincts in accordance with the 2000 census.

13. **Other Business.**

14. **New Business.**

***A.** Consideration of the following request to regarding the preliminary funding allocations for the 2012-2013 CDBG and HOME grants as determined by City Council:

1. Receipt of report and preliminary funding recommendation from Councilmember Frounfelker on behalf of the City Council, and
2. Approval of the preliminary funding recommendation.

B. Consideration of the request to approve the authorization of the Mayor to formally notify Jackson County of its intention to terminate the Intergovernmental Agreement, dated June 23, 2010, in accordance with Paragraph 7 of said agreement, which states in part, “...*the Agreement may be terminated by either party, for any reason, upon sixty (60) days written notice to the other party following formal action of the governing body...*”. The date of termination shall be April 9, 2012.

15. **City Councilmembers’ Comments.**

16. **Manager’s Comments.**

17. **Adjournment.**

***Item added or changed.**

JACKSON CITY COUNCIL MEETING

MINUTES

JANUARY 24, 2012

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 Greer.

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, Deputy Fire Chief Dave Wooden, City Assessor David Taylor, City Engineer Jon Dowling, Deputy City Manager/Community Development Director Patrick Burtch and Carmen Ryan from the City Clerk's office.

AGENDA.

Motion was made by Councilmember Frounfelker and seconded by Councilmember Dobies to remove Item 10. A. (Public hearing on the request to rezone 2005 First Street) from the Agenda to come back in February and add Item A., Finance Committee Report, under Item 8. Committee Reports. 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 Schlecte and seconded by Councilmember Frounfelker to adopt the agenda, as amended. 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.

Craig Radala stated that his recollection is that all candidates running for election last November supported the repeal of the storm water ordinance, which is still in place. Lawsuits have now been filed

and, instead of having a repealed ordinance, City residents are now paying for attorneys in Detroit to defend the ordinance.

Lane Montgomery spoke in support of the proposed ordinance establishing a Registry for Non-Owner Occupied Structures and Units. He expressed his disappointment with the recently amended false alarm ordinance, stating it still doesn't make it easier for people.

State Representative Earl Poleski gave a brief report on the state of the State, remarking that there is an approximate surplus of \$457M at the end of last fiscal year. As a citizen of Jackson County, he asked the Council to carefully consider the City/County Parks agreement.

Gerald Montgomery would like to see the City enforce a 2-year inspection program on non-owner occupied structures.

Thomas Mijal explained that he owns 3 properties in the City and opposes any ordinance that would require him to pay a yearly fee to register properties in the City.

Ninth District County Commissioner Jon Williams echoed the sentiments of Representative Poleski regarding the City/County Parks agreement. He also stated that he is available if the Intergovernmental Relations Committee is reactivated.

Robert Tulloch, President of the Jackson Area Landlords Association, stated that he has concerns with the proposed Registry ordinance and changes to the Housing Code. He asked Council to postpone this matter and work with members of the Landlords Association.

Kami Taylor stated that she owns 9 units in the City and opposes the proposed Registry ordinance. She remarked that more fees will be a burden.

Will Stoner remarked that if the City can't keep up with the current system, how can it take on the additional work created by the proposed Registry ordinance.

Jim Tylutki spoke in opposition to the proposed Registry ordinance and asked the Council to postpone the matter for more consideration.

James Tylutki spoke in opposition to the proposed Registry ordinance stating that the City should look at landlords as investors in the City because they are rehabbing and improving properties.

PRESENTATIONS/PROCLAMATIONS.

A. PRESENTATION BY MARK KETTNER, REHMANN ROBSON, OF THE CITY OF JACKSON'S AUDIT REPORT FOR FISCAL YEAR 2010/11.

1. REVIEW OF MANAGEMENT LETTER.

Mr. Kettner announced that last year's Comprehensive Annual Financial Report won the Award for Excellence and that was the City's 20th year of receiving this Award. He anticipates that this year's report will win that Award as well. He briefly discussed the contents of the Report, stating the audit went very well.

CONSENT CALENDAR.

Councilmember Breeding requested Items A and C be removed for separate consideration. Motion was made by Councilmember Frounfelker and seconded by Councilmember Schlecte to approve the following Consent Calendar, with Items A and C removed for separate consideration. 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.

Consent Calendar

- A. *Removed for separate consideration.*
- B. Approval of the request from the Center for Family Health to conduct their 35th Annual Groundhog Gallop on city streets near and in Ella Sharp Park on Saturday, February 4, 2012, from 10:00 a.m. to 2:00 p.m. (Recommended approval has been received from the Police, Fire, Parks, Engineering, and Public Works Departments, and the Downtown Development Authority. Insurance coverage has been approved.)
- C. *Removed for separate consideration.*
- D. Approval of Traffic Control Order (TCO) No. 2105, to lower load limits on the Lewis Street Bridge to 26 tons for one unit (single truck or bus), 29 tons for two units (truck and trailer or tractor and semi-trailer), and 37 tons for three units (tractor, semi-trailer, and trailer), based on the recommendation from Great Lakes Engineering upon completing load rating calculations for bridges in the City.
- E. Receipt of the CDBG and HOME Financial Summaries through December 31, 2011.
- F. Establishment of February 7, 2012, at the City Council meeting as the time and place to hold a public hearing on the necessity of continuing the operation of the meterless parking system for the downtown area.
- G. Establishment of February 7, 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 Street.
 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 Street.
 4. Roll No. 3368 for street repaving on Wilkins from Jackson to Francis Street.

CONSENT CALENDAR ITEM A.

Approval of the minutes of the regular City Council meeting of January 10, 2012.

Motion was made by Councilmember Breeding and seconded by Councilmember Greer to approve the minutes. Motion was made by Councilmember Breeding and seconded by Councilmember Frounfelker to amend the minutes to include the following listing of appointments and reappointments:

Building Code Board of Appeals – Mayor Griffin
 City Affairs/Rules & Personnel Committee – Councilmembers Breeding and Schlecte and Mayor Griffin
 City Employees Retirement Pension Board – Mayor Griffin and Councilmember Frounfelker
 City Planning Commission – Mayor Griffin and Councilmember Dobies (ex officio)
 Downtown Development Authority – Mayor Griffin
 Ella Sharp Park Board of Trustees – Mayor Griffin
 Emergency Measures Advisory Council – Councilmember Dobies
 Finance/Tax Policy Committee – Councilmembers Frounfelker and Dobies and Mayor Griffin
 Intergovernmental Cooperation Committee – Mayor Griffin and Councilmember Schlecte (alternate)

JACTS Policy Committee – Mayor Griffin
 Local Emergency Planning Committee – Councilmember Jaquish
 Jackson County Land Bank Authority – Councilmember Frounfelker
 Jackson County Brownfield Redevelopment Authority – Councilmember Greer
 Local Development Finance Authority/JBRA – Councilmembers Frounfelker and Greer and Mayor Griffin
 Parks and Recreation Commission – Mayor Griffin and Councilmember Jaquish
 Police & Fire Pension Board – Original – Mayor Griffin
 Police & Fire Pension Board – Act 345 – Mayor Griffin
 Region 2 Planning Commission – Councilmember Schlecte
 Telecommunications Advisory Board – Councilmembers Jaquish, Greer and Breeding

The motion to amend 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 Jaquish to approve the minutes, as amended. 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.

CONSENT CALENDAR ITEM C.

Approval of the first renewal to the contract with A. Williams Cleaning Service, LLC, for janitorial services for City Hall, the Water Department, the Wastewater Treatment Plant, and the Department of Public Works, and approval of a change order in the amount of \$522.00 for additional cleaning in City Hall for a total annual contract of \$40,452.00, in accordance with the recommendation of the Purchasing Agent.

Motion was made by Councilmember Breeding and seconded by Councilmember Greer to approve the first renewal and the change order for the contract with A. Williams Cleaning Service, LLC. 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.

COMMITTEE REPORTS

A. FINANCE COMMITTEE REPORT.

Councilmember Frounfelker, newly elected Chair of the Finance Committee, reported that the Committee met and discussed Item 14.B. – Request to approve an Extension of Oil and Gas Lease and Order for Payment with West Bay Exploration Company. The Committee unanimously agreed to recommend the extension.

Motion was made by Councilmember Frounfelker and seconded by Councilmember Greer to receive the Committee's report. 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.

APPOINTMENTS.

A. APPROVAL OF THE MAYOR'S RECOMMENDATION TO REAPPOINT ELWYN "C" RIDER TO THE ELLA W. SHARP PARK BOARD OF TRUSTEES FOR A THREE-YEAR TERM, BEGINNING FEBRUARY 1, 2012, AND ENDING JANUARY 31, 2015.

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

B. APPROVAL OF THE MAYOR'S RECOMMENDATION TO REAPPOINT GERALD RAND TO THE LOCAL OFFICERS COMPENSATION COMMISSION FOR A SEVEN-YEAR TERM, BEGINNING FEBRUARY 26, 2012, AND ENDING FEBRUARY 25, 2019.

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

C. APPROVAL OF THE MAYOR'S RECOMMENDATION TO APPOINT STEVEN DUKE TO THE DOWNTOWN DEVELOPMENT AUTHORITY, FILLING A CURRENT VACANCY, BEGINNING IMMEDIATELY AND ENDING DECEMBER 31, 2015.

Motion was made by Councilmember Schlechte 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, Schlechte, Frounfelker and Dobies—7. Nays: 0. Absent: 0.

PUBLIC HEARINGS.

A. DELETED FROM THE AGENDA.

B. PUBLIC HEARING TO RECEIVE CITIZEN COMMENTS ON HOUSING AND COMMUNITY DEVELOPMENT NEEDS IN THE CITY FOR 2012-2013 ANNUAL ACTION PLAN.

Mayor Griffin opened the public hearing. The following applicants for CDBG funding addressed the Council: Carrie Good, John George Home withdrew her request and thanked the Council for their past allocations. Katharine Morgan, Training and Treatment Innovations; Kim Hastings, Jackson School of the Arts; Karen Jackson, Jackson Affordable Housing Corporation; Molly Kaser and Dr. James Heidenriech, Center for Family Health – Emergency Adult Dental Care; Becky Filip, AWARE, Inc.; Robbie Renkes and Melissa Tinervia, Home of New Vision; John Willis, King Center Summer Youth Program, and Major Jason Pollom, The Salvation Army. The Mayor closed the public hearing.

RESOLUTIONS.

A. CONSIDERATION OF A RESOLUTION APPROVING A CONTRACT WITH THE MICHIGAN DEPARTMENT OF TRANSPORTATION (MDOT) FOR GANSON

STREET PAVEMENT IMPROVEMENTS FROM WISNER STREET TO JACKSON STREET, AND AUTHORIZATION FOR THE MAYOR AND CITY CLERK TO EXECUTE THE APPROPRIATE DOCUMENTS.

Motion was made by Councilmember Schlecte and seconded by Councilmember Greer 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.

B. CONSIDERATION OF A “RESOLUTION PLEDGING LIMITED TAX FULL FAITH AND CREDIT IN SUPPORT OF CITY OF JACKSON BROWNFIELD REDEVELOPMENT AUTHORITY TAX INCREMENT REFUNDING BONDS, SERIES 2012 (LIMITED TAX GENERAL OBLIGATION).”

Motion was made by Councilmember Greer and seconded by Councilmember Frounfelker 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 ESTABLISHING A REGISTRY FOR NON-OWNER OCCUPIED STRUCTURES AND UNITS, AND TO REVISE VARIOUS SECTIONS OF CHAPTER 14 IN ORDER TO UPDATE CERTAIN PROVISIONS.

Patrick Burtch, with Frank Donovan and Dennis Diffenderfer, briefly outlined the proposed ordinance and updates to the Housing Code.

Motion was made by Councilmember Breeding and seconded by Councilmember Jaquish to postpone action until the 1st Council meeting in March and direct staff to meet with any organizations or persons who wish to be informed as to what will take place if this is approved. The motion FAILED adoption by the following vote. Yeas: Councilmembers Breeding and Jaquish—2. Nays: Mayor Griffin and Councilmembers Greer, Frounfelker and Dobies—4. Abstain: Councilmember Schlecte—1. Absent: 0.

Motion was made by Councilmember Greer and seconded by Councilmember Frounfelker to approve the ordinance and place it on the February 21, 2012, Council meeting agenda for adoption. The motion was adopted by the following vote. Yeas: Mayor Griffin and Councilmembers Greer, Frounfelker and Dobies—4. Nays: Councilmembers Breeding and Jaquish—2. Abstain: Councilmember Schlecte—1. Absent: 0.

B. CONSIDERATION OF AN ORDINANCE ESTABLISHING WARDS AND PRECINCTS WITHIN THE CITY OF JACKSON, IN ACCORDANCE WITH THE RESULTS OF THE 2010 DECENNIAL CENSUS OF THE UNITED STATES, AND TO REPEAL ORDINANCE 452, WHICH HAD ESTABLISHED SAID WARDS AND PRECINCTS IN ACCORDANCE WITH THE 2000 CENSUS.

Motion was made by Councilmember Breeding and seconded by Councilmember Jaquish to approve the ordinance for Revised Plan B 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 Breeding, Jaquish, Greer, Schlecte, Frounfelker and Dobies—7. Nays: 0. Absent: 0.

OTHER BUSINESS.

None.

NEW BUSINESS.

- A. CONSIDERATION OF THE REQUEST TO APPROVE A PROPOSED LEASE BETWEEN JACKSON AFFORDABLE HOUSING CORPORATION (JAHC) AND THE CITY FOR A ONE-YEAR TERM, COMMENCING DECEMBER 1, 2011, AND ENDING NOVEMBER 30, 2012, WITH TWO ONE-YEAR EXTENSIONS AT THE CITY'S OPTION, AND AUTHORIZATION FOR THE MAYOR AND CITY CLERK TO EXECUTE THE APPROPRIATE DOCUMENT(S), AND FOR THE CITY ATTORNEY TO MAKE ANY MINOR MODIFICATIONS NECESSARY.**

Motion was made by Councilmember Breeding and seconded by Councilmember Greer to approve the request. 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.

- B. CONSIDERATION OF THE REQUEST TO APPROVE AN EXTENSION OF OIL AND GAS LEASE AND ORDER FOR PAYMENT WITH WEST BAY EXPLORATION COMPANY, AND AUTHORIZATION FOR THE MAYOR AND CITY CLERK TO EXECUTE THE APPROPRIATE DOCUMENT(S), AND FOR THE CITY ATTORNEY TO MAKE MINOR MODIFICATIONS TO THE DOCUMENTS AND TO TAKE ALL ACTION NECESSARY TO EXTEND THE OIL AND GAS LEASE.**

Motion was made by Councilmember Frounfelker and seconded by Councilmember Dobies to approve the request. 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.

- C. CONSIDERATION OF THE REQUEST TO APPROVE AUTHORIZATION FOR THE MAYOR AND CITY CLERK TO EXECUTE AN EMPLOYMENT AGREEMENT WITH PATRICK BURTCH, DEPUTY CITY MANAGER/COMMUNITY DEVELOPMENT DIRECTOR, AND TO FURTHER ALLOW THE CITY ATTORNEY TO MAKE MINOR MODIFICATIONS.**

Motion was made by Councilmember Breeding to refer this matter to the City Affairs/Rules and Personnel Committee. The motion died for lack of a second.

Motion was made by Councilmember Greer and seconded by Councilmember Frounfelker to approve the request. 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.

Mayor Griffin called a brief recess at 8:43 p.m. and Council reconvened at 8:44 p.m.

CITY COUNCILMEMBERS' COMMENTS.

Councilmember Breeding asked how much accumulation of snow triggers the snow trucks. *City Engineer Dowling explained that there was more salting than plowing being done because the roads were slippery and were salted for the safety of the public. City Manager Shaffer stated that the determination is made by DPW, in conjunction with the Police Department, based upon conditions and the forecast.*

Councilmember Frounfelker announced he will hold a 5th Ward Neighborhood Meeting on Tuesday, January 31 at 7:00 p.m. in the Council Chambers. There will be a few City updates and time allowed for questions, concerns and comments.

Councilmember Dobies congratulated William Deary of Great Lakes Caring who received the Entrepreneurial Vision Award from the Jackson Chamber of Commerce. He thanked everyone for their positive feedback regarding the establishment of a task force along the lines of the former Intergovernmental Committee.

Councilmember Greer stated he is happy with the new ward boundaries, but sorry he will no longer be representing the Armory Arts area. He is pleased with the vote on Mr. Burtch's Employment Agreement. He concluded with the following remark. "Please Lord may we strike oil."

Mayor Griffin wished City Attorney Giglio a very happy 60th Birthday.

MANAGER'S COMMENTS.

City Manager Shaffer stated he will meet with the Parks and Recreation Commission and the Ella Sharp Park Board of Trustees and will come back to the Council with their recommendations and his own recommendation regarding the joint City/County parks agreement. He will begin the process of conducting a Fire Chief search. There are no resources to hire a chief this year, but the Code requires that the City have a Fire Chief and he intends to comply with that.

ADJOURNMENT.

No further business being presented, Mayor Griffin adjourned the meeting at 8:50 p.m.

Lynn Fessel
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
FEBRUARY 7, 2012

MEMO TO: Honorable Mayor and City Councilmembers
FROM: Jon H. Dowling, P.E., City Engineer/Director of Public Works
SUBJECT: Final Change Order 1 – Mason and Wilkins CDBG Street Reconstruction

MOTION: APPROVAL OF CHANGE ORDER 1 TO THE CONTRACT WITH SALENBIEN TRUCKING AND EXCAVATING, INC., IN THE DECREASED AMOUNT OF \$7,725.55 TO CHANGE CONTRACT QUANTITIES TO MATCH FINAL QUANTITIES PLACED FOR THE MASON AND WILKINS CDBG STREET RECONSTRUCTION PROJECT, AND AUTHORIZATION FOR THE CITY MANAGER AND CITY ENGINEER/DIRECTOR OF PUBLIC WORKS TO EXECUTE THE APPROPRIATE DOCUMENT(S).

Attached is the Final Change Order 1 to the contract with Salenbien Trucking and Excavating, Inc. for the Mason and Wilkins CDBG Street Reconstruction project.

This change order balances quantities for final payment. It represents a decrease of \$7,725.55 and contains a couple of items not included in the original contract.

I request Final Change Order 1 be approved and for authorization for the City Manager and the City Engineer/Director of Public Works to sign the document. This project is being paid from Local Street (CDBG), Water and Sanitary Sewer funds.

JHD/TRW:sms

Attachments

CC: Laurence R. Shaffer, City Manager
Randall T. McMunn, P.E., Assistant City Engineer
Troy R. White, P.E., Civil Engineer II
Lynn Fessell, Purchasing Agent
Lucinda Schultz, Accounting Manager

FINAL BALANCING CHANGE ORDER NO. 1
To Contract for
Mason and Wilkins CDBG Street Reconstruction
City of Jackson, Michigan

Notice is hereby given that the following additional information and changes shall become a part of the Contract Documents, Plans and Specifications of the above-named contract.

ORIGINAL CONTRACT AMOUNT	\$ 729,317.79
CHANGE ORDER NO. 1 Details of changes shown on the attached sheets	(\$ 7,725.55)
NEW CONTRACT AMOUNT AS SET BY CHANGE ORDER NO. 1	\$ 721,592.24

REASON FOR CHANGE:

To balance quantities for contract pay items and add pay items not included in the original contract.

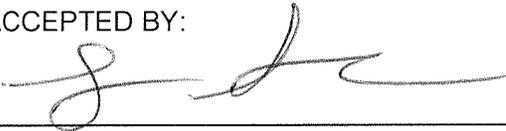
CONTRACT COMPLETION:

The contract completion time remains unchanged.



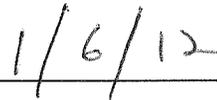
Prepared by Troy R. White, P.E.
Civil Engineer II, Department of Engineering

ACCEPTED BY:



Salenbien Trucking and Excavating, Inc.

Date:



ACCEPTED BY:

Jon H. Dowling, P.E., City Engineer

Date:

ACCEPTED BY:

Laurence, City Manager

Date:

**MASON AND WILKINS CDBG STREET RECONSTRUCTION
FINAL BALANCING CHANGE ORDER NO. 1**

Page 1 of 3

ADDITIONS AND SUBTRACTIONS: Quantities for Contract pay items shall be increased or decreased as follows:

Prop Line	Item Description	Current Contract Quantity	Quantity Change	Revised Quantity	Units	Unit Price	Amount	
							ADD	DEDUCT
0001	Mobilization, Max. ____	1.0	0.00	1.00	LS	\$4,800.00	\$ -	\$ -
0002	Tree, Rem, 19 inch to 36 inch	2.0	1.00	3.00	Ea	\$600.00	\$ 600.00	\$ -
0003	Tree, Rem, 37 inch or larger	1.0	-1.00	0.00	Ea	\$1,600.00	\$ -	\$ (1,600.00)
0004	Tree, Rem, 6 inch to 18 inch	5.0	1.00	6.00	Ea	\$250.00	\$ 250.00	\$ -
0005	Dr Structure, Rem	22.0	6.00	28.00	Ea	\$350.00	\$ 2,100.00	\$ -
0006	Sewer, Rem, Less than 24 inch	285.0	-211.00	74.00	Ft	\$4.00	\$ -	\$ (844.00)
0007	_ Sewer, Abandon, 24 inch	58.0	-18.00	40.00	Ft	\$6.00	\$ -	\$ (108.00)
0008	Curb and Gutter, Rem	3,741.0	37.00	3,778.00	Ft	\$3.00	\$ 111.00	\$ -
0009	Sidewalk, Rem	480.0	237.00	717.00	Syd	\$5.00	\$ 1,185.00	\$ -
0010	_ Earth Sawcut	445.0	-445.00	0.00	Ft	\$1.20	\$ -	\$ (534.00)
0011	_ Pavt Sawcut	1,869.0	-530.00	1,339.00	Ft	\$2.00	\$ -	\$ (1,060.00)
0012	_ Driveway, Rem	600.0	-93.00	507.00	Syd	\$5.00	\$ -	\$ (465.00)
0013	_ Pavt, Rem, Modified	7,481.0	-548.00	6,933.00	Syd	\$3.50	\$ -	\$ (1,918.00)
0014	_ Tree Preservation	1.0	0.00	1.00	LS	\$500.00	\$ -	\$ -
0015	Subgrade Undercutting, Type II	300.0	-269.00	31.00	Cyd	\$12.00	\$ -	\$ (3,228.00)
0016	Non Haz Contam Mat'l Handling & Disp, LM	200.0	-200.00	0.00	Cyd	\$38.00	\$ -	\$ (7,600.00)
0017	_ Machine Grading, Modified	18.7	-0.58	18.12	Sta	\$500.00	\$ -	\$ (290.00)
0018	Erosion Control, Gravel Access Approach	4.0	-4.00	0.00	Ea	\$600.00	\$ -	\$ (2,400.00)
0019	_ Erosion Control, Inlet Protection, Grate Filter, Rectangular	36.0	-16.00	20.00	Ea	\$100.00	\$ -	\$ (1,600.00)
0020	_ Erosion Control, Inlet Protection, Sediment Trap, Rectangular	9.0	-9.00	0.00	Ea	\$150.00	\$ -	\$ (1,350.00)
0021	_ Erosion Control, Inlet Protection, Sediment Trap, Round	4.0	-4.00	0.00	Ea	\$150.00	\$ -	\$ (600.00)
0022	Project Cleanup	1.0	0.00	1.00	LS	\$1.00	\$ -	\$ -
0023	Aggregate Base, 8 inch	5,306.0	888.00	6,194.00	Syd	\$3.39	\$ 3,010.32	\$ -
0024	Sewer Bulkhead, 15 inch	1.0	-1.00	0.00	Ea	\$200.00	\$ -	\$ (200.00)
0025	Sewer Bulkhead, 24 inch	3.0	-1.00	2.00	Ea	\$200.00	\$ -	\$ (200.00)
0026	Trench Undercut and Backfill	30.0	-30.00	0.00	Cyd	\$20.00	\$ -	\$ (600.00)
0027	_ Exploratory Trenching	40.0	85.00	125.00	Ft	\$15.00	\$ 1,275.00	\$ -
0028	_ Sanitary Sewer Backfill, Class II	1,154.0	32.00	1,186.00	Ft	\$9.00	\$ 288.00	\$ -
0029	_ Sanitary Sewer, PS46 PVC, 18 inch	38.0	1.00	39.00	Ft	\$80.00	\$ 80.00	\$ -
0030	_ Sanitary Sewer, SDR26 PVC, 10 inch	14.0	8.00	22.00	Ft	\$75.00	\$ 600.00	\$ -
0031	_ Sanitary Sewer, SDR26 PVC, 8 inch	1,077.0	10.00	1,087.00	Ft	\$35.00	\$ 350.00	\$ -
0032	_ Sanitary Sewer, Service Connection Beyond 10 feet	439.0	-291.00	148.00	Ft	\$24.00	\$ -	\$ (6,984.00)
0033	_ Sewer Backfill, Class II	500.0	-60.00	440.00	Ft	\$12.00	\$ -	\$ (720.00)
0034	_ Sewer, CI E, 12 inch	500.0	-60.00	440.00	Ft	\$32.00	\$ -	\$ (1,920.00)
0035	_ Sanitary Sewer, Service Connection with 8 inch x 6 inch Wye	23.0	14.00	37.00	Ea	\$600.00	\$ 8,400.00	\$ -
0036	_ Sewer Lateral Repair	6.0	-1.00	5.00	Ea	\$350.00	\$ -	\$ (350.00)
0037	Dr Structure, Adj, Add Depth	3.0	-3.00	0.00	Ft	\$120.00	\$ -	\$ (360.00)
0038	Dr Structure Cover, Adj, Case 1	35.0	-10.00	25.00	Ea	\$80.00	\$ -	\$ (800.00)
0039	Dr Structure, Tap, 4 inch	4.0	-4.00	0.00	Ea	\$300.00	\$ -	\$ (1,200.00)
0040	Dr Structure, Tap, 8 inch	1.0	-1.00	0.00	Ea	\$300.00	\$ -	\$ (300.00)
0041	Dr Structure, Tap, 12 inch	5.0	4.00	9.00	Ea	\$300.00	\$ 1,200.00	\$ -
0042	_ Sanitary Manhole, Add Depth of 48 inch dia, 8 feet to 15 feet	11.9	-2.40	9.50	Ft	\$160.00	\$ -	\$ (384.00)
0043	_ Catch Basin Cover, ADA	1.0	0.00	1.00	Ea	\$600.00	\$ -	\$ -

**MASON AND WILKINS CDBG STREET RECONSTRUCTION
FINAL BALANCING CHANGE ORDER NO. 1**

Page 2 of 3

ADDITIONS AND SUBTRACTIONS: Quantities for Contract pay items shall be increased or decreased as follows:

Prop Line	Item Description	Current Contract Quantity	Quantity Change	Revised Quantity	Units	Unit Price	Amount	
							ADD	DEDUCT
0044	_ Catch Basin Cover, Curb	14.0	4.00	18.00	Ea	\$600.00	\$ 2,400.00	\$ -
0045	_ Catch Basin Cover, Drive	1.0	-1.00	0.00	Ea	\$600.00	\$ -	\$ (600.00)
0046	_ Catch Basin, 24 inch dia	3.0	1.00	4.00	Ea	\$800.00	\$ 800.00	\$ -
0047	_ Catch Basin, 48 inch dia	16.0	-1.00	15.00	Ea	\$1,200.00	\$ -	\$ (1,200.00)
0048	_ Dr Structure, Temp Lowering, Modified	41.0	-26.00	15.00	Ea	\$100.00	\$ -	\$ (2,600.00)
0049	_ Mh Cover, Short	4.0	-4.00	0.00	Ea	\$350.00	\$ -	\$ (1,400.00)
0050	_ Mh Cover, Std	23.0	2.00	25.00	Ea	\$350.00	\$ 700.00	\$ -
0051	_ Sanitary Manhole, 48 inch dia	6.0	-0.50	5.50	Ea	\$1,500.00	\$ -	\$ (750.00)
0052	Underdrain, Subbase, 4 inch	40.0	-40.00	0.00	Ft	\$20.00	\$ -	\$ (800.00)
0053	Cold Milling HMA Surface	7,035.0	-1,476.00	5,559.00	Syd	\$2.00	\$ -	\$ (2,952.00)
0054	Hand Patching	23.0	37.10	60.10	Ton	\$100.00	\$ 3,710.00	\$ -
0055	HMA, 13A	1,349.0	198.40	1,547.40	Ton	\$61.00	\$ 12,102.40	\$ -
0056	Cement	1.0	1.50	2.50	Ton	\$250.00	\$ 375.00	\$ -
0057	Conc Base Cse, Nonreinf, 6 inch	1,181.0	-870.00	311.00	Syd	\$28.00	\$ -	\$ (24,360.00)
0058	Driveway, Nonreinf Conc, 6 inch	694.0	-87.80	606.20	Syd	\$30.00	\$ -	\$ (2,634.00)
0059	Driveway, Nonreinf Conc, 8 inch	42.0	17.00	59.00	Syd	\$36.00	\$ 612.00	\$ -
0060	Curb and Gutter, Conc, Det F4	3,738.0	-9.00	3,729.00	Ft	\$11.50	\$ -	\$ (103.50)
0061	Sidewalk, Conc, 4 inch	1,725.0	4,651.00	6,376.00	Sft	\$3.00	\$ 13,953.00	\$ -
0062	Sidewalk, Conc, 6 inch	259.0	269.00	528.00	Sft	\$4.00	\$ 1,076.00	\$ -
0063	Sidewalk Ramp	2,879.0	-981.00	1,898.00	Sft	\$5.00	\$ -	\$ (4,905.00)
0064	Detectable Warning Surface	191.0	194.00	385.00	Sft	\$33.00	\$ 6,402.00	\$ -
0065	Pavt Mrkg, Ovly Cold Plastic, 4", Yellow	200.0	-200.00	0.00	Ft	\$4.00	\$ -	\$ (800.00)
0066	Pavt Mrkg, Ovly Cold Plastic, 6", X-Walk	120.0	-120.00	0.00	Ft	\$5.25	\$ -	\$ (630.00)
0067	Pavt Mrkg,Ovly Cold Plastic,24",Stop Bar	43.0	-43.00	0.00	Ft	\$11.00	\$ -	\$ (473.00)
0068	Barr,TypeIII,HighInten,DbISided,Ltd,Furn	31.0	7.00	38.00	Ea	\$100.00	\$ 700.00	\$ -
0069	Barr,TypeIII,HighInten,DbISided,Ltd,Oper	31.0	7.00	38.00	Ea	\$30.00	\$ 210.00	\$ -
0070	Dust Palliative, Applied	4.0	-4.00	0.00	Ton	\$200.00	\$ -	\$ (800.00)
0071	Minor Traf Devices	1.0	0.00	1.00	LS	\$1,200.00	\$ -	\$ -
0072	Plastic Drum,High Intensity,Lighted,Furn	150.0	-75.00	75.00	Ea	\$25.00	\$ -	\$ (1,875.00)
0073	Plastic Drum,High Intensity,Lighted,Oper	150.0	-75.00	75.00	Ea	\$0.01	\$ -	\$ (0.75)
0074	Sign, Type B, Temp, Furn	1,047.0	101.00	1,148.00	Sft	\$3.10	\$ 313.10	\$ -
0075	Sign, Type B, Temp, Oper	1,047.0	101.00	1,148.00	Sft	\$0.25	\$ 25.25	\$ -
0076	Site Preparation, Max. ____ \$300	1.0	0.00	1.00	LS	\$1.00	\$ -	\$ -
0077	Acer Platanoides 'Emerald Queen', 2 1/2"	1.0	0.00	1.00	Ea	\$300.00	\$ -	\$ -
0078	_ Gleditsia Triacanthos Inermis 'Skyline Honey Locust', 2-1/2 in	1.0	0.00	1.00	Ea	\$350.00	\$ -	\$ -
0079	_ Pyrus Calleryana 'Cleveland Select Pear', 2-1/2 inch	6.0	2.00	8.00	Ea	\$300.00	\$ 600.00	\$ -
0080	Fertilizer, Chemical Nutrient, CI A	142.0	-13.00	129.00	Lb	\$1.00	\$ -	\$ (13.00)
0081	Mulch Blanket	3,053.0	-2,861.00	192.00	Syd	\$1.50	\$ -	\$ (4,291.50)
0082	Seeding, Mixture THM	139.0	328.00	467.00	Lb	\$6.00	\$ 1,968.00	\$ -
0083	_ Hydromulch	88.0	-88.00	0.00	Syd	\$14.00	\$ -	\$ (1,232.00)
0084	_ Topsoil Surface, 4 inch	3,237.0	-75.00	3,162.00	Syd	\$2.50	\$ -	\$ (187.50)
0085	Gate Valve and Box, 8 inch	15.0	1.00	16.00	Ea	\$1,100.00	\$ 1,100.00	\$ -
0086	Hydrant, Rem	7.0	0.00	7.00	Ea	\$200.00	\$ -	\$ -

**MASON AND WILKINS CDBG STREET RECONSTRUCTION
FINAL BALANCING CHANGE ORDER NO. 1**

ADDITIONS AND SUBTRACTIONS: Quantities for Contract pay items shall be increased or decreased as follows:

Prop Line	Item Description	Current Contract Quantity	Quantity Change	Revised Quantity	Units	Unit Price	Amount	
							ADD	DEDUCT
0087	Tapping Valve and Box, 8 inch	1.0	-1.00	0.00	Ea	\$2,000.00	\$ -	\$ (2,000.00)
0088	Water Main, 4 inch, Cut and Plug	4.0	-3.00	1.00	Ea	\$200.00	\$ -	\$ (600.00)
0089	Water Main, 6 inch, Cut and Plug	4.0	-2.00	2.00	Ea	\$200.00	\$ -	\$ (400.00)
0090	_ Hydrant Extension	2.0	-2.00	0.00	Ft	\$380.00	\$ -	\$ (760.00)
0091	_ Water Main Backfill, Class II	2,536.0	-299.00	2,237.00	Ft	\$4.00	\$ -	\$ (1,196.00)
0092	_ Water Main, 10 inch	18.0	7.00	25.00	Ft	\$38.00	\$ 266.00	\$ -
0093	_ Water Main, 8 inch	2,518.0	-161.00	2,357.00	Ft	\$32.00	\$ -	\$ (5,152.00)
0094	_ Gate Box, Adj, Case 1	11.0	-3.00	8.00	Ea	\$125.00	\$ -	\$ (375.00)
0095	_ Gate Box, Temp Lowering	1.0	-1.00	0.00	Ea	\$125.00	\$ -	\$ (125.00)
0096	_ Hydrant Assembly	7.0	0.00	7.00	Ea	\$2,700.00	\$ -	\$ -
0097	_ Tapping Sleeve, 10 inch x 8 inch	1.0	-1.00	0.00	Ea	\$2,200.00	\$ -	\$ (2,200.00)
0098	_ Water Main, Connect New 10 inch to Existing 10 inch	2.0	2.00	4.00	Ea	\$1,450.00	\$ 2,900.00	\$ -
0099	_ Water Main, Connect New 8 inch to Existing 4 inch	3.0	0.00	3.00	Ea	\$1,400.00	\$ -	\$ -
0100	_ Water Main, Connect New 8 inch to Existing 6 inch	8.0	0.00	8.00	Ea	\$1,600.00	\$ -	\$ -
0101	_ Water Serv, Long, 1 inch	17.0	2.00	19.00	Ea	\$850.00	\$ 1,700.00	\$ -
0102	_ Water Serv, Long, 1-1/2 inch	1.0	0.00	1.00	Ea	\$1,200.00	\$ -	\$ -
0103	_ Water Serv, Reconnect, 1 inch	8.0	0.00	8.00	Ea	\$400.00	\$ -	\$ -
0104	_ Water Serv, Reconnect, 3/4 inch	2.0	-2.00	0.00	Ea	\$400.00	\$ -	\$ (800.00)
0105	_ Water Serv, Short, 1 inch	24.0	2.00	26.00	Ea	\$700.00	\$ 1,400.00	\$ -
0106	_ Water Main Fittings, DI	1,000.0	-792.00	208.00	Lb	\$2.65	\$ -	\$ (2,098.80)
0111	_ Sanitary Sewer, SDR26 PVC, 15 inch	0.0	265.00	265.00	Ft	\$78.00	\$ 20,670.00	\$ -
0116	_ Sanitary Sewer, Service Connection with 15 inch x 6 inch wye	0.0	3.00	3.00	Ea	\$700.00	\$ 2,100.00	\$ -
0126	_ Hydromulch	0.0	2,970.00	2,970.00	Syd	\$1.25	\$ 3,712.50	\$ -
0131	Pavt Mrkg, Regular Dry, 4 inch, Yellow	0.00	140.00	140.00	Ft	\$1.65	\$ 231.00	\$ -
0136	Pavt Mrkg, Regular Dry, 6 inch, White	0.00	136.00	136.00	Ft	\$2.75	\$ 374.00	\$ -
0141	Pavt Mrkg, Regular Dry, 24 inch, Stop Bar	0.00	24.00	24.00	Ft	\$4.95	\$ 118.80	\$ -
0146	Decorative Light Repairs, Materials and Service	0.00	-3,364.87	-3,364.87	Dlr	\$1.00	\$ -	\$ (3,364.87)
0151	Gate Valve and Box, 10 inch	0.00	1.00	1.00	Ea	\$1,600.00	\$ 1,600.00	\$ -
0156				0.00			\$ -	\$ -
0161				0.00			\$ -	\$ -

Total: \$ 101,568.37 \$ (109,293.92)

Net Change: \$ (7,725.55)

Current Contract Amount: \$ 729,317.79

Revised Contract Amount: \$ 721,592.24



Department of Public Works – Utility Division

2995 Lansing Avenue - Jackson, MI 49202
Telephone: (517) 788-4075 — Facsimile: (517) 788-4641

CITY COUNCIL MEETING
February 7, 2012

MEMO TO: Honorable Mayor and City Councilmembers

FROM: Jon H. Dowling, City Engineer/Director of Public Works

SUBJECT: Second Renewal of Contract for Hauling and Land Applying Digested Sewage Sludge with BioTech Agronomics

MOTION: APPROVAL OF THE SECOND YEAR RENEWAL TO HAUL AND LAND APPLY DIGESTED SEWAGE SLUDGE TO BIOTECH AGRONOMICS OF BEULAH, MI AT A COST OF \$0.0312 PER GALLON, AND AUTHORIZE THE MAYOR AND CITY CLERK TO EXECUTE THE APPROPRIATE DOCUMENT(S).

At their February 9, 2010 meeting, the City Council awarded the contract to BioTech Agronomics for hauling and land applying digested sewage sludge. This contract had the option for four one-year renewals. The first renewal was approved by City Council on January 11, 2011. In the contract, the second renewal is at a price of \$0.0312 per gallon.

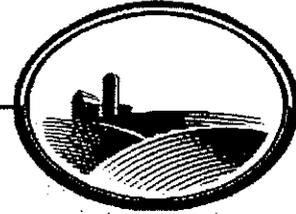
Land application of bio-solids is a budgeted item in our Sludge Handling activity 590-553-818. During the first contract, the City paid BioTech \$106,650.00, and during the first renewal period, the City paid \$69,706.80. We normally dispose of approximately 3 to 3.5 million gallons of liquid bio-solids annually.

I request the approval of the second year renewal to haul and land apply digested sewage sludge to BioTech Agronomics of Beulah, Michigan, at a cost of \$0.0312 per gallon, and authorization for the Mayor and City Clerk to execute the appropriate document(s).

JHD/sms

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

BioTech Agronomics, Inc.



Residual Management Company

1651 US 31 • Beulah • MI • 49617 • P: 231-882-7219 • F: 231-882-9690

www.biotechag.com

January 9, 2012

City of Jackson, Michigan
C/o Peter Rynas
161 West Michigan Ave.
Jackson, Michigan 49201

Re; Request for biosolids land application contract second renewal

Mr. Rynas,

BioTech Agronomics Incorporated respectfully requests the institution and acceptance, by the City of Jackson, Michigan, a renewal of the existing "Hauling and Land Application of WWTP Sludge Contract". As per section VII of the February 22, 2010 agreement, the request for extension is contingent upon the approval of both parties.

BioTech wishes to continue its contract with the City and that the cost for renewal and material removed from the Jackson Wastewater Treatment Facility, as stated in article VII, will be 1.04 times the base bid adjusting the price per gallon to \$0.0312. The extension will commence on the 1st of October, 2011 and run thru September 31st. 2012.

Thank you for your consideration and thank you for allowing BioTech Agronomics to service your needs in the past season.

Respectfully,

Philip A. Hoyt
General Manager

Accepted By: _____

Title: _____

Date: _____

CITY COUNCIL MEETING
FEBRUARY 7, 2012

MEMO TO: Honorable Mayor and City Council Members

FROM: Jonathan Greene, Executive Director

SUBJECT: Special Event Application: Walk for Warmth

MOTION Approval of the request from Consumers Energy to conduct the Walk for Warmth, in conjunction with the Community Action Agency, on downtown streets on Friday, February 24th from 11:30 a.m. to 12:30 p.m. A map of the proposed route is attached. Recommended approval has been received from the Police, Fire, Parks, Department of Public Works, Engineering, and the Downtown Development Authority. This event is contingent upon receipt of proper insurance coverage. The event is not expected to have an economic impact on the mentioned City departments.

att: Special Event Application: Walk for Warmth
Route Map: Walk for Warmth

Department	Economic Impact
Downtown Development Authority	\$0.00
Jackson Police Department	0.00
Fire	0.00
Engineering	0.00
Parks / Forestry	0.00
Department of Public Works	0.00

Total: \$0.00

JG/jt

**CITY OF JACKSON
SPECIAL EVENT APPLICATION**

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

Date Received By DDA Office: 2/2/12 Time: 8:00 am By: jt

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

Sponsoring Organization's Legal Name: Consumers Energy

Organization Address: One Energy Plaza

Organization Agent: Allan Hooper Title: Economic Development Operations Director

Phone: (work) 517.788.1691 Phone: (home) n/a Phone: (during the event) 517 740 0201

Agent's Address One Energy Plaza

Agent's E-Mail Address: achooper@cmsenergy.com

Event Name Walk for Warmth

Please give a brief description of the proposed special event: Consumers Energy is planning to host a "Walk for Warmth" on Friday, Feb. 24 from about 11:30 AM-12:30 PM in downtown Jackson. The purpose of the walk is to raise funds and awareness for our citizens needing assistance with heating their homes in the winter. This is part of a statewide campaign in conjunction with Community Action Agencies. The attached map includes the planned route which will begin at the CMS office complex, cross Francis St and proceed west along Michigan Ave, subsequently crossing Mechanic and S. Jackson, and on to Blackstone. At Blackstone, the route will turn south to Cortland and then turn and proceed again eastward back to Mechanic St. At Mechanic, the route will turn North and end at the Michigan Theatre.

Event Day(s) & Date(s) Friday, February 24th

Event Time(s) 11:30-12:30pm

Set-Up Date & Time Friday, February 24th 11:00 am Tear-Down Date & Time Friday, February 24th 1:00 pm

Event Location Downtown streets and CMS Amphitheater

ANNUAL EVENT: Is this event expected to occur next year? (circle one) YES NO
How many years has this event occurred? 0

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

STREET CLOSURES: Start Date/Time n/a through Date/Time: n/a

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

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

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

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

If yes, what time? _____ until _____

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

ATTENDANCE: What is the expected (estimated) attendance for this event? 200-250

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

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

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

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

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

February 2, 2012
Date



Signature of Sponsoring Organization's Agent

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



Event Title: WALK FOR WARMTH

DEPARTMENTAL USE ONLY: Please contact applicant directly with any questions or concerns. Sign and return to the City Clerk's Office, as soon as possible.

Approvals noted below, by departments, indicate they have been made aware of the request and the reasonability of their department have been met.

Police Dept.: _____ Recommend Approval: YES NO Est. Economic Impact: \$ 0

Fire Dept.: _____ Recommend Approval: YES NO Est. Economic Impact: \$ 0

Traffic Eng.: _____ Recommend Approval: YES NO Est. Economic Impact: \$ 0

Dept. Pub. Serv.: _____ Recommend Approval: YES NO Est. Economic Impact: \$ 0

DDA: _____ Recommend Approval: YES NO Est. Economic Impact: \$ 0

Have businesses been notified for street closures?: YES NO N/A

Parks/Forestry: _____ Recommend Approval: YES NO Est. Economic Impact: \$ 0

Reason for disapproval: _____

Any special requirements/conditions:

Any pavement markings to identify walk route must be temporary.

Insurance / Indemnification Received: forthcoming

Insurance Approved: _____

City Council Approved: _____ Denied: _____

Approval/ Denial Mailed: _____

Google

Jackson, MI

Get directions

My places



Suggested routes

E Michigan Ave and W Cortland St 0.9 mi, 19 mins

Walking directions to N Mechanic St

Via W Michigan Ave, S Blackstone St - remove all

1 Energy Plaza

Jackson, MI 49201

1. Head west on Energy Plaza toward S Francis St

2. Turn right onto S Francis St

3. Turn left onto E Michigan Ave

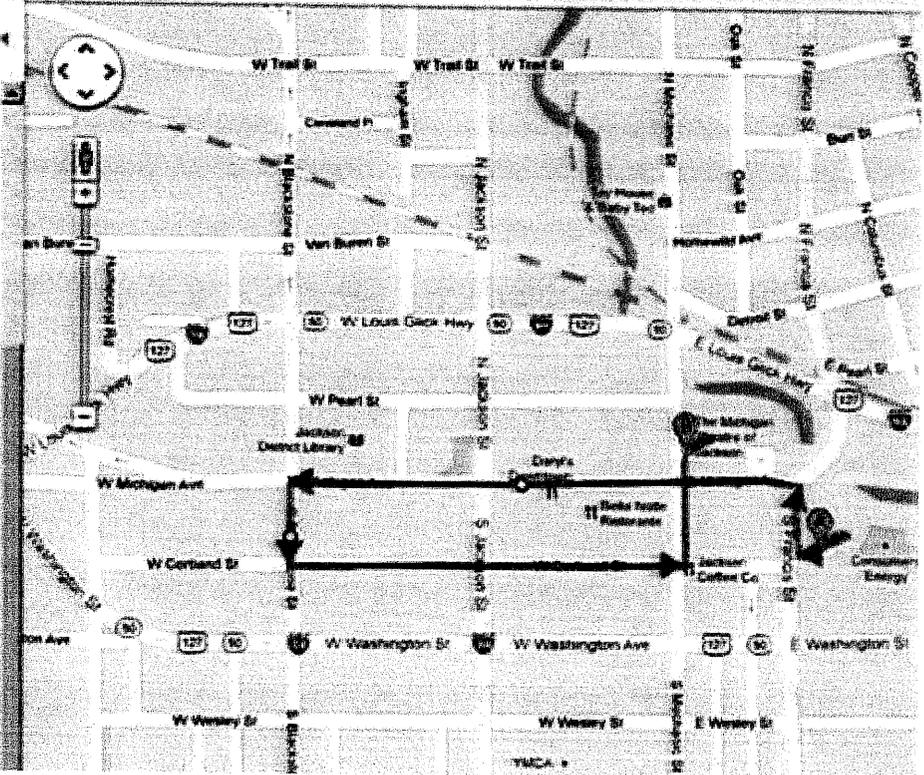
4. Turn left onto S Blackstone St

5. Turn left onto W Cortland St

6. Turn left onto S Mechanic St

Destination will be on the left

N Mechanic St



Thank you,

Jenny Smith
BTS Application Delivery Office
Office: 517-788-0863

Click [here](#) to report this email as spam.

Larry Shaffer

From: Matthew Heins
Sent: Wednesday, February 01, 2012 4:50 PM
To: Larry Shaffer
Subject: RE: Walk for Warmth - Feb. 24

This would not be a problem for us, once it is approved by council.

From: Larry Shaffer
Sent: Wednesday, February 01, 2012 9:48 AM
To: Matthew Heins; Jonathan Greene; Julius Giglio; Jon Dowling; Lynn Fessel; Sharon Hasen
Subject: FW: Walk for Warmth - Feb. 24

Gang,

Would you each review and comment as to whether formal approval to conduct the Walk for Warmth is needed.

Thank you.

Larry

From: Allan C Hooper [<mailto:achopper@cmsenergy.com>]
Sent: Wednesday, February 01, 2012 9:44 AM
To: Larry Shaffer
Subject: Walk for Warmth - Feb. 24

Larry

Here's the information on the Walk for Warmth. Let me know if I need to contact anyone else.

Al

----- Forwarded by Allan C Hooper/Mc/Consumers/CMS on 02/01/2012 09:41 AM -----

From: Allan C Hooper/Mc/Consumers/CMS
To: Pat Burtch <pburtch@cityofjackson.org>
Cc: Jennifer L Smith/Pr/Consumers/CMS@CMS
Date: 01/30/2012 02:17 PM
Subject: Walk for Warmth

Pat

As a follow-up to a voicemail I left you, Consumers Energy is planning to host a "Walk for Warmth" on Friday, Feb. 24 from about 11:30 AM-12:30 PM in downtown Jackson. The purpose of the walk is to raise funds and awareness for our citizens needing assistance with heating their homes in the winter. This is part of a statewide campaign in conjunction with Community Action Agencies.

Included here is a map of the planned route which will begin at our office complex, cross Francis St and proceed West along Michigan Ave. subsequently crossing Mechanic and S. Jackson. and on to Blackstone. At Blackstone, the route will turn South to Cortland and then turn and proceed again eastward back to Mechanic St. At Mechanic, the route will turn North and end at the Michigan Theatre.

Jennifer Tucker

From: David Wooden
Sent: Thursday, February 02, 2012 3:50 PM
To: Jennifer Tucker
Subject: RE: SEA- Walk for Warmth 2.24.12

WALK FOR WARMTH

Department: Fire
Recommended Approval: Yes
Est. Economic Impact: \$ 00
Reason for Disapproval (if applicable): None
Specific Requirements/Conditions: None

David D. Wooden
Deputy Fire Chief
Jackson Fire Department
518 N Jackson St.
Jackson, MI. 49201
517-788-4150

From: Jennifer Tucker
Sent: Thursday, February 02, 2012 2:25 PM
To: SanDee Porter; Sandy Sykes; Bob Dietz; Brandon Ransom; Christopher Simpson; Jonathan Greene; Elmer Hitt; David Wooden
Subject: SEA- Walk for Warmth 2.24.12
Importance: High

Good afternoon all,
This is Jen and I am back at the DDA as of today. I am really looking forward to working with you again!

Please see the attached SEA for the soon approaching Walk for Warmth. We are hoping to expedite this application as quick as possible to get it on Council's agenda for the 7th. If you could please review the application and note any potential concerns as well as the economic impact to your department **today**, that would be greatly appreciated. Thank you in advance for your quick consideration and review, and please feel free to contact me with any questions.

Please complete and reply to this email:

Jen Tucker
Jackson Downtown Development Authority



ENGINEERING

Jennifer Tucker

From: Bob Dietz
Sent: Thursday, February 02, 2012 3:01 PM
To: Jennifer Tucker
Cc: SanDee Porter
Subject: RE: SEA- Walk for Warmth 2.24.12

Welcome back!!!!

From: Jennifer Tucker
Sent: Thursday, February 02, 2012 2:25 PM
To: SanDee Porter; Sandy Sykes; Bob Dietz; Brandon Ransom; Christopher Simpson; Jonathan Greene; Elmer Hitt; David Wooden
Subject: SEA- Walk for Warmth 2.24.12
Importance: High

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Please complete and reply to this email:

WALK FOR WARMTH

Department: Engineering

Recommended Approval: Yes

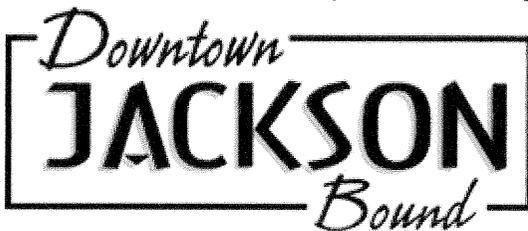
Est. Economic Impact: \$n/a

Reason for Disapproval (if applicable):

Specific Requirements/Conditions: Any pavement markings showing directions/turns must be in material that is not permanent (ie, chalk).

Jen Tucker

Jackson Downtown Development Authority



www.jacksondda.org

161 W. Michigan Avenue

Jackson, MI 49201

517.768.6410

jtucker@cityofjackson.org

Jennifer Tucker

From: SanDee Porter
Sent: Thursday, February 02, 2012 2:39 PM
To: Jennifer Tucker
Subject: RE: SEA- Walk for Warmth 2.24.12

Nothing requested pertaining to Public Works.

From: Jennifer Tucker
Sent: Thursday, February 02, 2012 2:25 PM
To: SanDee Porter; Sandy Sykes; Bob Dietz; Brandon Ransom; Christopher Simpson; Jonathan Greene; Elmer Hitt; David Wooden
Subject: SEA- Walk for Warmth 2.24.12
Importance: High

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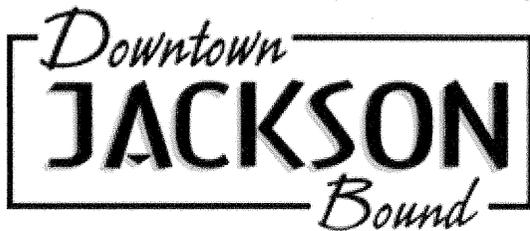
Please complete and reply to this email:

WALK FOR WARMTH

Department: Public Works – SanDee Porter
Recommended Approval: yes
Est. Economic Impact: \$ 0
Reason for Disapproval (if applicable):
Specific Requirements/Conditions:

Jen Tucker

Jackson Downtown Development Authority



www.jacksondda.org
161 W. Michigan Avenue
Jackson, MI 49201
517.768.6410
jtucker@cityofjackson.org



City Assessor

161 West Michigan Avenue • Jackson, Michigan 49201
Telephone: (517) 788-4033 • Facsimile: (517) 780-4762

City Council Meeting
February 7, 2012
Consent Calendar

TO: Honorable Mayor Griffin & City Council Members
FROM: David Taylor, City Assessor DT
DATE: February 1, 2012
SUBJECT: Property Split at 423 N. West Avenue

Motion: Approval of request to divide the property at 423 North West Avenue according to the deed provided by the Michigan Department of Transportation

Attached please find documentation regarding a property split at 423 N. West Avenue. The property is on the east side of West Avenue at the south side of the railroad tracks near Ganson Street. Attached are copies of documents from the State as well as maps showing the location of the property.

The property division is taking place as part of the bridge reconstruction on West Avenue at the railroad tracks. The Michigan Department of Transportation has obtained approximately 5 feet of the property at 432 N. West Avenue for right of way for the reconstruction project.

Under P.A. 591 of 1996 (The Land Division Act), owners of unplatted property are required to obtain permission from the local municipality before a property is divided. The deed for this split has already been effected but we do want to provide the State with formal approval of the split in the form of a motion.

Please feel free to contact this office if you have questions regarding the split.

/dt

Attachments

Copy: Sharon Hasen, City Manager's Office
Lynn Fessel, City Clerk
Engineering Department
Water Department
Inspection Department

jrr 10-31-2011

QUIT CLAIM DEED

MDOT 0637 (3/97)

TO THE MICHIGAN DEPARTMENT OF TRANSPORTATION
This information required by P.A. 286 of 1964

The Grantors TEMPLE BETH ISRAEL of JACKSON, a Michigan Ecclesiastical Corporation

801 W. Michigan Avenue

Jackson, MI. 49202

For the sum of Seventy Four Thousand Five Hundred Dollars (\$74,500.00) quit-claims to the Michigan Department of Transportation and to its successors in office and assigns, whose address is 4701 W. Michigan Ave., Jackson, MI. 49201, the following described real estate situated in the CITY of JACKSON, COUNTY of JACKSON, described as:

That part of Tract "A" lying Westerly of a limited access right-of-way line described as: Commencing at the East ¼ Corner of Section 33, Town 2 South, Range 1 West, City of Jackson, Michigan; thence South 00 degrees 14 minutes 24 seconds West along the East Section line of said Section 33 a distance of 244.27 feet to the Construction Centerline of Oakhill Street; thence North 86 degrees 45 minutes 48 seconds West along said Oakhill Street Construction Centerline a distance of 4.69 feet to the Construction Centerline of Highway M-50; thence South 01 degrees 15 minutes 24 seconds West along said Construction Centerline a distance of 53.06 feet; thence South 00 degrees 40 minutes 38 seconds West along said Construction Centerline a distance of 375.00 feet; thence South 00 degrees 29 minutes 51 seconds West along said Construction Centerline a distance of 108.01 feet; thence South 89 degrees 30 minutes 09 seconds East perpendicular to said Construction Centerline a distance of 47.00 feet to the point of beginning of said limited access right-of-way line; thence North 00 degrees 29 minutes 51 seconds East parallel to the Construction Centerline of Highway M-50 and along said limited access right-of-way line a distance of 108.08 feet; thence continuing along said limited access right-of-way line and running parallel to the said Construction Centerline of Highway M-50, North 00 degrees 40' 38" East, a distance of 6.85 feet, more or less, to the Northerly line of said Tract "A" and the point of ending of said line.

The lands described above in fee contain 356 square feet, more or less.

There shall be no right of direct ingress or egress, to and from and between the lands described herein described, over and across the above described limited access line.

Tract "A"

The West ½ of the following described land: Commencing at the Southwest corner of the Jewish Cemetery, on the East line of West Avenue, thence South 4 rods, thence East to the West line of Carr Street, thence North on the West line of Carr Street 4 rods, thence West to the place of beginning, and being situated in the West ½ of the Southwest ¼ of Section 34, Town 2 South, Range 1 West.

PROPERTY TAX CODE NUMBER: Part of 2-0767

CONTROL SECTION: 38072	PARCEL: 231	NAME: TEMPLE BETH ISRAEL of JACKSON
JOB NUMBER: 79005B	FED ITEM NUMBER: N/A	FEDERAL PROJECT NUMBER: N/A

Signed this 29th day of November, 2011.

<u>[Signature]</u> Witness	<u>ROBERT B. REIZER</u> Grantor	<u>[Signature]</u> Grantor
<u>[Signature]</u> Witness	<u>Michelle K. Shaw</u> Grantor	<u>Elaine B. Solomon</u> Grantor
_____ Witness	_____ Grantor	_____ Grantor
_____ Witness	_____ Grantor	_____ Grantor

CORPORATE ACKNOWLEDGMENT

STATE OF MICHIGAN

County of _____

The foregoing instrument was acknowledged before me this 29th day of November, 2011.

by Anne Frank and Elaine B. Solomon
Name of Officer Name of Officer

the Co-President and SECRETARY respectively
Title of Officer Title of Officer

of Temple Beth Israel of Jackson a Michigan Ecclesiastical, on behalf of the
Name of Corporation/Partnership/Entity Type of Entity

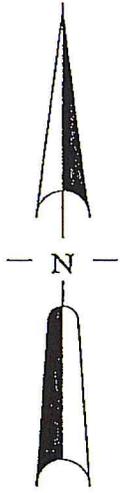
corporation/partnership/entity

KATRINA A. REARICK HILLSDALE COUNTY, MI
ACTING IN JACKSON Michigan 09/19/12
NOTARY PUBLIC KATRINA A. REARICK COUNTY COMMISSION EXPIRES

DRAFTED BY: Jeffrey R. Ruest, 4701 W. Michigan Ave., Jackson, MI. 49201

When recorded return to: MDOT, Attn: Jeffrey R. Ruest
4701 W. Michigan Ave.
Jackson, MI 49201

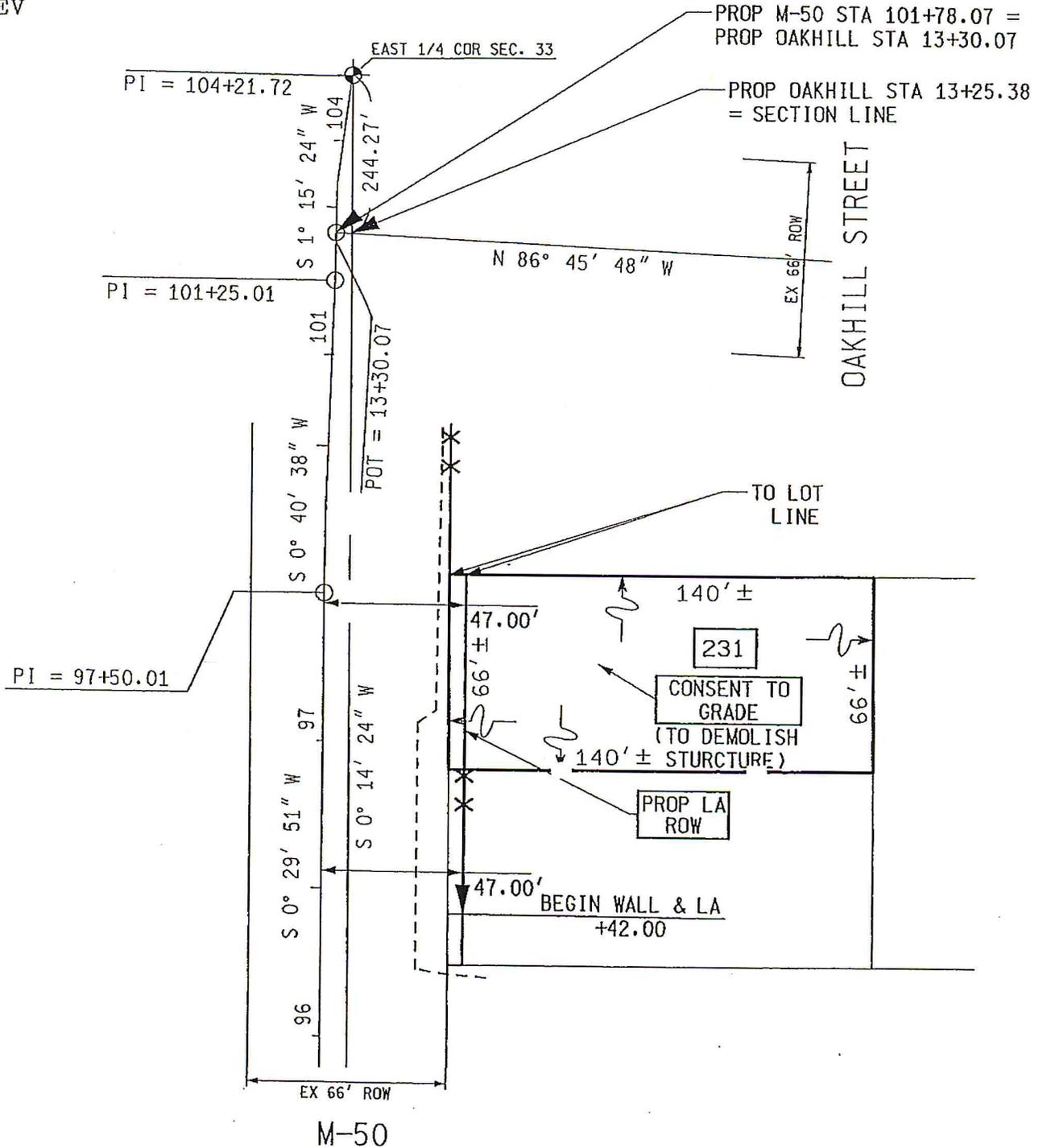
CONTROL SECTION: 38072	PARCEL: 231	JOB NUMBER: 79005B	NAME TEMPLE BETH ISRAEL of JACKSON
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SEC.34, T02S, R01W
CITY OF JACKSON
JACKSON COUNTY

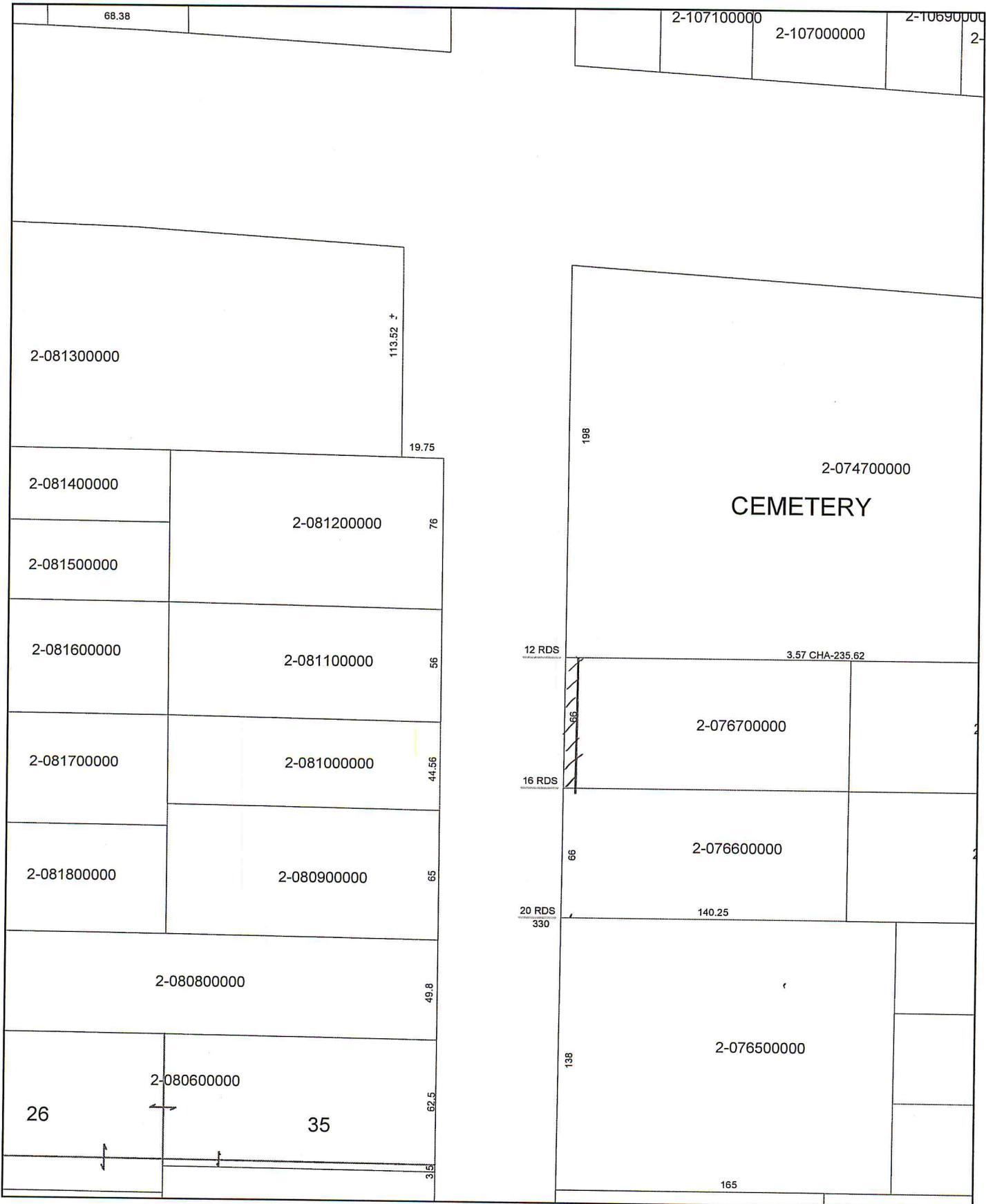
CONTROL 38072
JOB NO. 79005B
PARCEL 231

SCALE
1"=50'
DRW'N MF 9/10
REV



MDOT Parcel 231

N



0 30 60 120 Feet



City Assessor

161 West Michigan Avenue • Jackson, Michigan 49201
Telephone: (517) 788-4033 • Facsimile: (517) 780-4762

February 1, 2012

Mr. Jeffrey R. Ruest, Real Estate Agent
University Region/Real Estate Division
Michigan Department of Transportation
4701 W. Michigan Avenue
Jackson, MI 49201

RE: Property Split at 423 N. West Avenue, Jackson

Dear Mr. Ruest:

Enclosed please find a copy of a memo to the Mayor and City Council regarding the property split at 423 N. West Avenue, Jackson.

This item will be placed on the February 7, 2012, City Council agenda. You may wish to be present at the meeting, or send a representative, to answer any questions the Council might have. The meeting will be held at City Hall, 161 W. Michigan Avenue, in the second floor Council chambers at 7:00 p.m. on Tuesday, February 7, 2012.

Please call if you have questions or concerns about the meeting or the property division.

Sincerely yours,

David Taylor
City Assessor

Enclosures

Copy: Mayor & Council



City of Jackson, Michigan Financial Statements

As of and For the 6 Months Ended December 31, 2011

(Unaudited)

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

City of Jackson, Michigan
General Fund Expenditure Summary
As of and For the 6 Months Ended December 31, 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	6,330	44,250	56.31%	34,332
<u>Judicial:</u>						
101-137 Administrative Hearings Bureau	22,851	22,851	2,495	11,105	48.60%	11,746
	22,851	22,851	2,495	11,105	48.60%	11,746
<u>General Government :</u>						
101-172 City Manager	248,315	248,315	31,048	118,129	47.57%	130,186
101-192 City Clerk-Elections	151,568	150,988	16,010	91,927	60.88%	59,061
101-201 Finance	428,698	425,263	45,936	215,181	50.60%	210,082
101-209 City Assessor	295,358	294,777	36,250	151,885	51.53%	142,892
101-210 City Attorney	393,824	393,824	41,636	183,646	46.63%	210,178
101-215 City Clerk	198,545	197,369	19,472	93,023	47.13%	104,346
101-226 Personnel	166,545	166,545	8,261	79,180	47.54%	87,365
101-233 Purchasing	89,294	89,294	3,010	35,215	39.44%	54,079
101-253 City Treasurer	279,341	277,503	29,513	140,059	50.47%	137,444
101-254 City Income Tax	211,038	209,607	16,989	84,452	40.29%	125,155
101-258 Management Information Services	330,867	329,517	34,382	213,257	64.72%	116,260
101-265 City Hall & Grounds	338,657	338,657	22,455	163,381	48.24%	175,276
101-276 Cemeteries	186,363	186,363	19,453	124,622	66.87%	61,741
101-299 Unallocated	694,527	694,527	43,541	338,781	48.78%	355,746
	4,012,940	4,002,549	367,956	2,032,738	50.79%	1,969,811
<u>Police Department :</u>						
101-301 Police	7,268,805	7,250,955	787,823	3,651,682	50.36%	3,599,273
101-308 STEP Grants	0	0	0	13,132	N/A	(13,132) <i>Note 2</i>
101-311 JCCAE Grant	0	12,000	2,561	7,524	62.70%	4,476
101-313 Consortium Training	11,485	11,485	6,258	8,858	77.13%	2,627
101-314 In-Service Training	8,478	8,478	750	6,302	74.33%	2,176
	7,288,768	7,282,918	797,392	3,687,498	50.63%	3,595,420
<u>Fire Department :</u>						
101-340 Fire Suppression	3,327,889	3,332,609	326,551	1,615,307	48.47%	1,717,302
	3,327,889	3,332,609	326,551	1,615,307	48.47%	1,717,302
<u>Other Public Safety :</u>						
101-350 Public Safety - Unallocated	1,684,850	1,684,850	106,288	848,890	50.38%	835,960
101-401 Planning	28,213	28,213	13,755	40,508	143.58%	(12,295) <i>Note 2</i>
101-426 Office of Emergency Measures	64,601	64,601	29,977	39,152	60.61%	25,449
	1,777,664	1,777,664	150,020	928,550	52.23%	849,114

(Continued -)

City of Jackson, Michigan
General Fund Expenditure Summary
As of and For the 6 Months Ended December 31, 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	556	3,011	37.64%	4,989
101-442 Civic Affairs	43,765	43,765	5,911	23,014	52.59%	20,751
101-447 Grounds Maintenance	42,600	42,600	4,479	22,830	53.59%	19,770
101-448 Sidewalk Construction	52,000	52,000	0	38,693	74.41%	13,307
101-450 Street Lighting	454,458	454,458	40,658	209,169	46.03%	245,289
101-455 Weed Control	39,300	39,300	(58)	25,960	66.06%	13,340
101-690 Forestry	186,363	186,363	12,383	152,552	81.86%	33,811
	826,486	826,486	63,929	475,229	57.50%	351,257
<u>Recreation & Culture :</u>						
101-692 Parks, Recreation & Grounds Admin	616,109	615,528	60,419	332,331	53.99%	283,197
101-697 Parks & Facilities Maintenance	539,350	538,188	39,450	225,199	41.84%	312,989
101-698 Lt. Nixon Memorial Pool	131,735	131,735	884	99,585	75.59%	32,150
101-699 Sharp Park Swimming Pool	94,877	94,877	537	65,658	69.20%	29,219
101-803 Historical District	11,973	11,973	1,089	3,723	31.09%	8,250
	1,394,044	1,392,301	102,379	726,496	52.18%	665,805
<u>Health & Welfare :</u>						
101-896 Human Relations	57,691	57,691	7,809	43,027	74.58%	14,664
<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	18,795,151	1,824,861	9,564,200	50.89%	9,230,951

City of Jackson
All Other Funds - Expenditure Summary
As of and For the 6 Months Ended December 31, 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	155,342	1,109,467	27.04%	3,948,232
203	Local Street	2,025,823	2,025,823	91,465	882,085	43.54%	1,934,358
208	Ella W. Sharp Park Operating	675,998	674,067	3,039	348,077	51.64%	671,028
210	Land Acquisition Fund	50,000	50,000	2,051	14,197	28.39%	47,949
211	Housing Initiative Fund	15,000	15,000	0	1,813	12.09%	15,000
245	Public Improvement	1,145,597	1,145,597	0	124,913	10.90%	1,145,597
249	Building Department	558,342	556,911	43,648	266,443	47.84%	290,468
257	Budget Stabilization	16,000	16,000	0	0	0.00%	16,000
265	Drug Law Enforcement	45,517	45,517	1,181	13,302	29.22%	32,215
268	BYRNE/JAG Grants	167,386	196,729	7,200	55,794	28.36%	140,935
269	COPS Hiring Recovery Prog. Grant	196,246	196,246	50,784	102,039	52.00%	94,207
270	LAWNET Grant	35,475	35,475	1,169	3,223	9.09%	32,252
289	Neighborhood Stabilization Grant	265,000	265,000	7,620	62,218	23.48%	202,782
295	2008 Brownfield Assessment Grant	25,000	25,000	0	12,133	48.53%	12,867
296	Recreation Activity	245,706	245,706	13,551	101,809	41.44%	143,897
297	JPS Recreation Millage Program	239,000	239,000	12,848	99,885	41.79%	139,115
298	2008 Brownfield Revolving Loan	96,200	96,200	0	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	(1,023)	5,368,212	95.44%	256,616
398	2002 BRA TIF D/S	637,703	637,703	0	223,726	35.08%	413,977
399	2007 BRA TIF Refunding D/S	446,529	446,529	0	208,102	46.60%	238,427
<u>Capital Projects Funds :</u>							
401	Capital Projects Fund	635,000	635,000	0	187,491	29.53%	447,509
402	Water Equipment and Replacement	1,698,995	1,698,995	76,783	701,284	41.28%	997,711
404	Sanitary Sewer Maintenance Fund	517,165	517,165	12,620	165,868	32.07%	351,297
405	Sanitary Sewer Replacement	745,500	745,500	10,128	256,226	34.37%	489,274
406	Wastewater Equip. Replacement	1,095,000	1,095,000	228,103	595,400	54.37%	499,600
494	Brownfield Redevelopment Auth.	1,342,648	1,342,648	20,864	472,862	35.22%	869,786
496	DDA Project	539,069	539,069	143	49,623	9.21%	489,446
<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	1,975	10,280	35.99%	18,283
586	Parking Assessment	150,043	150,043	15,999	46,535	31.01%	103,508
589	Stormwater Utility	792,148	792,148	92,639	419,708	52.98%	372,440
590	Sewer	6,942,700	6,928,166	398,724	2,309,042	33.33%	4,619,124
591	Water	7,491,560	7,465,288	498,186	2,704,729	36.23%	4,760,559
599	Parking Deck Fund	719,251	719,251	8,880	69,885	9.72%	649,366

(Continued -)

City of Jackson
All Other Funds - Expenditure Summary
As of and For the 6 Months Ended December 31, 2011
(Prepared on the Adopted Budget-Basis)

- Continued -

Fund Type/Fund Name	2011/12 Budget		Actual Month To Date	Actual Year To Date	Percent Spent	Variance - Favorable (Unfavorable)	
	Original	Amended					
<u>Internal Service Funds :</u>							
641	Public Works Administration	617,445	599,558	48,078	237,868	39.67%	361,690
642	Engineering Administration	385,888	381,343	44,841	194,779	51.08%	186,564
643	Local Site Remediation Revolving	201,000	201,000	4,544	5,087	2.53%	195,913
661	Motor Pool and Garage	1,474,726	1,467,285	161,772	533,958	36.39%	933,327
663	Equipment Revolving Fund	72,136	72,136	0	0	0.00%	72,136
677	Workers' Compensation	208,500	208,500	0	53,921	25.86%	154,579
678	Prescription Drug	864,600	864,600	73,408	351,943	40.71%	512,657
679	Health Care Deductible Reimb.	44,200	44,200	3,912	11,247	25.45%	32,953
680	Health Care Deductible Reimb.-Fire	163,500	163,500	5,503	37,692	23.05%	125,808
<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	4,706	4,706	7.30%	59,794
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	250,253	1,679,570	51.36%	1,590,430
732	Policemen's/Firemen's Pension	1,040,000	1,040,000	176,461	432,881	41.62%	607,119
733	Policemen's/Firemen's Pens.-345	4,750,000	4,750,000	728,338	2,501,845	52.67%	2,248,155
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 6 Months Ended December 31, 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	386,194	5,787,401	83.90%
Income Taxes	7,250,000	7,250,000	76,602	3,585,736	49.46%
Licenses & Permits	252,725	252,725	26	56,638	22.41%
Federal Grants	2,585	14,585	4,963	4,963	34.03%
State Grants	12,465	12,465	0	5,678	45.55%
State Revenue Sharing	2,286,500	2,286,500	0	690,710	30.21%
Contributions From Local Units	29,665	29,665	0	24,946	84.09%
Charges For Goods & Services	1,185,949	1,185,949	25,994	268,331	22.63%
Fines & Forfeits	237,580	237,580	11,180	84,037	35.37%
Investment Income	50,000	50,000	452	3,269	6.54%
Contributions From Other Funds	171,500	171,500	43,992	108,524	63.28%
Miscellaneous	278,034	278,034	76,012	244,106	87.80%
Total General Fund Revenues	18,655,281	18,667,281	625,415	10,864,339	58.20%
<u>Special Revenue Funds :</u>					
202 Major Street	3,912,693	3,912,693	136,951	665,709	17.01%
203 Local Street	2,007,167	2,007,167	41,516	408,994	20.38%
208 Ella W. Sharp Park Operating	677,950	677,950	6,296	251,691	37.13%
210 Land Acquisition Fund	50,000	50,000	0	1	0.00%
211 Housing Initiative Fund	15,000	15,000	0	12	0.08%
245 Public Improvement	1,057,500	1,057,500	60,976	901,085	85.21%
249 Building Inspection	554,520	554,520	24,233	241,350	43.52%
257 Budget Stabilization	16,000	16,000	0	2,592	16.20%
265 Drug Law Enforcement	31,250	31,250	0	3,532	11.30%
268 BYRNE/JAG Grants	167,386	196,729	6,011	30,768	15.64%
269 COPS Hiring Recovery Prog. Grant	196,246	196,246	0	51,256	26.12%
270 LAWNET Grant	35,475	35,475	585	2,523	7.11%
289 Neighborhood Stabilization Grant	265,000	265,000	30,740	88,350	33.34%
295 2008 Brownfield Assessment Grant	25,000	25,000	0	0	0.00%
296 Recreation Activity	300,500	300,500	13,096	89,283	29.71%
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	30,697	586,288	89.17%
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	40	5,368,643	95.45%
398 2002 BRA TIF D/S	637,703	637,703	0	223,726	35.08%
399 2007 BRA TIF Refunding D/S	446,529	446,529	0	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	83,333	502,946	49.60%
404 Sanitary Sewer Maintenance Fund	517,165	517,165	12,620	165,803	32.06%
405 Sanitary Sewer Replacement	663,000	663,000	54,000	327,345	49.37%
406 Wastewater Equip. Replacement	643,000	643,000	51,500	313,974	48.83%
494 Brownfield Redevelopment Auth.	1,272,500	1,272,500	0	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 6 Months Ended December 31, 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	0	15,993 23.45%
585	Auto Parking System	28,250	28,250	996	7,133 25.25%
586	Parking Assessment	91,839	91,839	7,325	19,445 21.17%
589	Stormwater Utility	773,000	773,000	78,344	601,811 77.85%
590	Sewer	5,171,900	5,171,900	420,852	2,100,665 40.62%
591	Water	6,795,327	6,795,327	552,735	2,991,097 44.02%
599	Parking Deck Fund	256,932	256,932	251,197	253,957 98.84%
<u>Internal Service Funds :</u>					
641	Public Works Administration	617,445	599,558	62,571	327,470 54.62%
642	Engineering Administration	385,888	381,343	28,484	167,321 43.88%
643	Local Site Remediation Revolving	165,000	165,000	0	922 0.56%
661	Motor Pool and Garage	1,341,764	1,341,764	124,317	645,223 48.09%
663	Equipment Revolving Fund	72,136	72,136	0	0 0.00%
677	Workers' Compensation	265,000	265,000	21,773	152,450 57.53%
678	Prescription Drug	810,300	810,300	99,923	510,116 62.95%
679	Health Care Deductible Reimb.	93,000	93,000	6,454	38,582 41.49%
680	Health Care Deductible Reimb.-Fire	170,000	170,000	16,320	87,096 51.23%
<u>Trust & Agency Funds :</u>					
702	County & School Tax Collection	35,000	35,000	0	4,901 14.00%
711	Cemetery Perpetual Maintenance	89,500	89,500	46,964	51,886 57.97%
718	Ella W. Sharp Endowment	85,050	85,050	0	0 0.00%
731	Employees' Retirement System	4,183,000	4,183,000	301,055	(597,866) -14.29%
732	Policemen's/Firemen's Pension	885,000	885,000	307,971	(104,511) -11.81%
733	Policemen's/Firemen's Pension-345	7,168,528	7,168,528	1,456,800	(1,483,667) -20.70%
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	280	2,189 0.68%

City of Jackson
Notes to Revenue & Expenditure Summaries
As of and For the 6 Months Ended December 31, 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.

CITY COUNCIL MEETING
FEBRUARY 7, 2012

MEMO TO: Honorable Mayor and City Council Members

FROM: Jonathan Greene, Executive Director

SUBJECT: Special Event Application: Jackson Winterfest Awards Ceremony

MOTION Approval of the request from Castle Marketing and Advertising to conduct the Jackson Winterfest Awards Ceremony at Bucky Harris Park on Saturday, February 25th from 6:30 p.m. to 8:30 p.m. Recommended approval has been received from the Police, Fire, Parks, Department of Public Works, Engineering, and the Downtown Development Authority. This event is contingent upon receipt of proper insurance coverage. The event is not expected to have an economic impact on the mentioned City departments.

att: Special Event Application: Jackson Winterfest Awards Ceremony

Department	Economic Impact
Downtown Development Authority	\$0.00
Jackson Police Department	0.00
Fire	0.00
Engineering	0.00
Parks / Forestry	0.00
Department of Public Works	0.00

Total: \$0.00

JG/jt

**CITY OF JACKSON
SPECIAL EVENT APPLICATION**

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

Date Received By DDA Office: 1/11/2012 Time: 8:00am By: JG

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

Sponsoring Organization's Legal Name: Castle Marketing + Advertising

Organization Address: 702 Loomis St Jackson MI 49202

Organization Agent Neil Hardcastle Title: President

Phone: (work) (517) 206-4805 Phone: (home) — Phone: (during the event) (517) 206-4805

Agent's Address " "

Agent's E-Mail Address neil@castlema.com

Event Name Jackson Winterfest, award ceremony

Please give a brief description of the proposed special event: I would like to host an award ceremony at the Bucky Harris Park. The crowd will come from the Jackson Winterfest at Cascade Park. Between 6:30pm and 8:30pm we will award businesses for their achievements, and have an aquatics performance by a local band. After the event the crowds can enjoy the downtown Jackson nightlife!

Event Day(s) & Date(s) Feb 25th, 2012

Event Time(s) 6:30pm-8:30 p.m.

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

Event Location Bucky Harris Park

ANNUAL EVENT: Is this event expected to occur next year? (circle one) YES NO
How many years has this event occurred? 0

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

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

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

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

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

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

If yes, what time? — until —

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

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

ATTENDANCE: What is the expected (estimated) attendance for this event? 400+

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

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

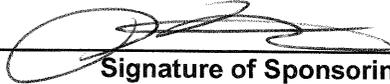
As an event organizer, you must consider the availability of rest room facilities during this event. Consideration should be made regarding the type of event, the length of time it will be held, the number of people, etc. You must determine the rest room facilities in the immediate area of the event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

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

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

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

1/9/12
Date


Signature of Sponsoring Organization's Agent

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

Event Title: Jackson Winterfest Awards Cermony

DEPARTMENTAL USE ONLY: Please contact applicant directly with any questions or concerns. Sign and return to the City Clerk's Office, as soon as possible.

Approvals noted below, by departments, indicate they have been made aware of the request and the reasonability of their department have been met.

Police Dept.: _____ Recommend Approval: YES NO Est. Economic Impact:\$ 0

Fire Dept.: _____ Recommend Approval: YES NO Est. Economic Impact:\$ 0

Traffic Eng.: _____ Recommend Approval: YES NO Est. Economic Impact:\$ 0

Dept. Pub. Serv.: _____ Recommend Approval: YES NO Est. Economic Impact:\$ 0

DDA: _____ Recommend Approval: YES NO Est. Economic Impact:\$ 0

Have businesses been notified for street closures?: YES NO N/A

Parks/Forestry: _____ Recommend Approval: YES NO Est. Economic Impact:\$ 0

Reason for disapproval: _____

Any special requirements/conditions:

None.

Insurance / Indemnification Received: forthcoming

Insurance Approved: _____

City Council Approved: _____ Denied: _____

Approval/ Denial Mailed: _____

Jonathan Greene

From: Elmer Hitt
Sent: Wednesday, January 11, 2012 9:38 AM
To: Jonathan Greene
Subject: RE: Special Event Application - Winterfest

See below.

*Lieutenant Elmer Hitt
Jackson Police Department
216 E. Washington Ave.
Jackson, MI 49201
517-768-8733
ehitt@cityofjackson.org*

From: Jonathan Greene
Sent: Wednesday, January 11, 2012 9:31 AM
To: Bob Dietz; Brandon Ransom; Christopher Simpson; David Wooden; Jonathan Greene; Lt. Elmer Hitt; SanDee Porter; Sandy Sykes
Subject: Special Event Application - Winterfest

Here is another relatively straightforward SEA from Castle Marketing and Advertising wishing to use Bucky Harris Park.

Thanks for your timely response, Jonathan

Department: _____ Police _____
Recommended Approval: ___yes___ (yes or no)
Est. Economic Impact: \$ ___0.00___
Reason for disapproval (if applicable): _____
Any special requirements/conditions: _____

Jonathan Greene
Executive Director
Jackson Downtown Development Authority

Jonathan Greene

From: David Wooden
Sent: Wednesday, January 11, 2012 1:58 PM
To: Jonathan Greene
Subject: RE: Special Event Application - Winterfest

Department: Fire
Recommended Approval: Yes
Est. Economic Impact: \$ 00
Reason for disapproval (if applicable): None
Any special requirements/conditions: none

David D. Wooden
Deputy Fire Chief
Jackson Fire Department
518 N Jackson St.
Jackson, MI. 49201
517-788-4150

From: Jonathan Greene
Sent: Wednesday, January 11, 2012 9:31 AM
To: Bob Dietz; Brandon Ransom; Christopher Simpson; David Wooden; Jonathan Greene; Lt. Elmer Hitt; SanDee Porter; Sandy Sykes
Subject: Special Event Application - Winterfest

Here is another relatively straightforward SEA from Castle Marketing and Advertising wishing to use Bucky Harris Park.

Thanks for your timely response, Jonathan

Department: _____
Recommended Approval: _____ (yes or no)
Est. Economic Impact: \$ _____
Reason for disapproval (if applicable): _____
Any special requirements/conditions: _____

Jonathan Greene

Jonathan Greene

From: Brandon Ransom <BRansom@co.jackson.mi.us>
Sent: Wednesday, January 11, 2012 11:51 AM
To: Jonathan Greene
Subject: RE: Special Event Application - Winterfest

Brandon Ransom
Director

City of Jackson
Parks and Recreation Department
161 W. Michigan Ave.
Jackson, MI 49201
517.788.4040

From: Jonathan Greene [JGreene@cityofjackson.org]
Sent: Wednesday, January 11, 2012 9:31 AM
To: Bob Dietz; Brandon Ransom; Christopher Simpson; David Wooden; Jonathan Greene; Lt. Elmer Hitt; SanDee Porter; Sandy Sykes
Subject: Special Event Application - Winterfest

Here is another relatively straightforward SEA from Castle Marketing and Advertising wishing to use Bucky Harris Park.

Thanks for your timely response, Jonathan

Department: _____ Parks _____
Recommended Approval: __yes____ (yes or no)
Est. Economic Impact: \$ ____0____
Reason for disapproval (if applicable): _____
Any special requirements/conditions: _____

Jonathan Greene
Executive Director
Jackson Downtown Development Authority

Jonathan Greene

From: SanDee Porter
Sent: Wednesday, January 11, 2012 10:13 AM
To: Jonathan Greene
Subject: RE: Special Event Application - Winterfest

Nothing is requested pertaining to DPW.
SanDee

From: Jonathan Greene
Sent: Wednesday, January 11, 2012 9:31 AM
To: Bob Dietz; Brandon Ransom; Christopher Simpson; David Wooden; Jonathan Greene; Lt. Elmer Hitt; SanDee Porter; Sandy Sykes
Subject: Special Event Application - Winterfest

Here is another relatively straightforward SEA from Castle Marketing and Advertising wishing to use Bucky Harris Park.

Thanks for your timely response, Jonathan

Department: _____ Public Works _____
Recommended Approval: yes (yes or no)
Est. Economic Impact: \$ _____ 0 _____
Reason for disapproval (if applicable): _____
Any special requirements/conditions: _____

Jonathan Greene
Executive Director
Jackson Downtown Development Authority

No virus found in this message.
Checked by AVG - www.avg.com
Version: 10.0.1416 / Virus Database: 2109/4136 - Release Date: 01/11/12

Jonathan Greene

From: Bob Dietz
Sent: Wednesday, January 11, 2012 9:53 AM
To: Jonathan Greene
Cc: SanDee Porter
Subject: RE: Special Event Application - Winterfest

From: Jonathan Greene
Sent: Wednesday, January 11, 2012 9:31 AM
To: Bob Dietz; Brandon Ransom; Christopher Simpson; David Wooden; Jonathan Greene; Lt. Elmer Hitt; SanDee Porter; Sandy Sykes
Subject: Special Event Application - Winterfest

Here is another relatively straightforward SEA from Castle Marketing and Advertising wishing to use Bucky Harris Park.

Thanks for your timely response, Jonathan

Department: Engineering _____
Recommended Approval: yes _____ (yes or no)
Est. Economic Impact: \$n/a _____
Reason for disapproval (if applicable): _____
Any special requirements/conditions: _____

Jonathan Greene
Executive Director
Jackson Downtown Development Authority

No virus found in this message.
Checked by AVG - www.avg.com
Version: 10.0.1416 / Virus Database: 2109/4136 - Release Date: 01/11/12

Jonathan Greene

From: Jonathan Greene
Sent: Wednesday, January 11, 2012 1:18 PM
To: Jonathan Greene
Subject: RE: Special Event Application - Winterfest

Yes \$0

From: Jonathan Greene
Sent: Wednesday, January 11, 2012 9:31 AM
To: Bob Dietz; Brandon Ransom; Christopher Simpson; David Wooden; Jonathan Greene; Lt. Elmer Hitt; SanDee Porter; Sandy Sykes
Subject: Special Event Application - Winterfest

Here is another relatively straightforward SEA from Castle Marketing and Advertising wishing to use Bucky Harris Park.

Thanks for your timely response, Jonathan

Department: _____
Recommended Approval: _____ (yes or no)
Est. Economic Impact: \$ _____
Reason for disapproval (if applicable): _____
Any special requirements/conditions: _____

Jonathan Greene
Executive Director
Jackson Downtown Development Authority

No virus found in this message.
Checked by AVG - www.avg.com
Version: 10.0.1416 / Virus Database: 2109/4136 - Release Date: 01/11/12

CITY OF JACKSON



Office of Mayor
Martin J. Griffin

161 W. Michigan Ave.
Jackson, MI 49201
Phone: (517) 788-4028
Facsimile (517) 768-5820

MICHIGAN

CITY COUNCIL MEETING
FEBRUARY 7, 2012

MEMO TO: City Councilmembers

FROM: Martin J. Griffin, Mayor *mjg*

DATE: February 1, 2012

SUBJECT: Board of Review

MOTION: Approval of the Mayor's recommendation to appoint Barbara Jo Dwyer to the Board of Review for a three-year term beginning February 1, 2012, and ending January 31, 2015.

In accordance with City Charter, Sec. 14.5 (MCLA 211.107) Three members, all City residents, appointed by the Mayor subject to Council confirmation. One board member shall be appointed each January for three-year terms.

It is my desire, therefore, to appoint Barbara Jo Dwyer to the Board of Review for a three-year term, beginning February 1, 2012, and ending January 31, 2015.

MJG:skh

APP-CC



City of Jackson Board/Commission Application

Name: Barbara Jo Dwyer

Address: 510 Harwood St. Jackson Zip: 49203

Home Phone: (517) 787-3488 Other Phone: (517) 581-3488

Occupation: Minister to Shut-ins - St. John the Evangelist
Process Server
Community Involvement/Activity

Court Officer + Process Server Chaplain - Allegiance Health
30 years 17 years

Are you a registered voter? Yes Ward? 6th

Which Board or Commission(s) are you interested in?

1. Board of Review
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

Barbara Jo Dwyer
Signature of Applicant

1/24/12
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
FEBRUARY 7, 2012

MEMO TO: City Councilmembers

FROM: Martin J. Griffin, Mayor *MJG*

DATE: January 30, 2012

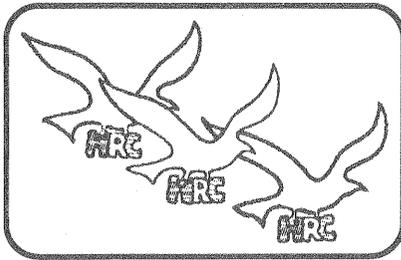
SUBJECT: Human Relations Commission

MOTION: Approval of the Mayor's recommendation to reappoint Kathleen Conley and Alice Lewis to the Human Relations Commission for a three-year term each beginning immediately, and ending December 31, 2014, in accordance with the recommendation of the Human Relations Commission.

In accordance with City Code, Chapter 15, Section 15-33. The HRC shall consist of nine citizens; at least five must be City residents. Nominations to fill vacancies shall be made by City Council or HRC to Mayor; at least one for each appointment. Mayor appoints subject to Council confirmation. HRC may appoint up to three ex-officio citizen members for indefinite terms; in addition, one City Councilmember shall be an ex-officio member. Three appointments made annually for three-year terms upon expiration of appointments ending December 31, 1999.

It is my desire, therefore, to reappoint Kathleen Conley and Alice Lewis to the Human Relations Commission for a three-year term each, in concurrence with the recommendation from the Human Relations Commission, beginning immediately, and ending December 31, 2014.

KFD:skh



CITY OF JACKSON

HUMAN RELATIONS COMMISSION

161 W. MICHIGAN AVENUE

JACKSON, MICHIGAN 49201

PHONE: (517)788-4167

FAX: (517) 768-5820

MEMO TO: The Honorable Mayor and City Councilmembers

FROM: Kathleen Conley, Chairperson *KC/FW*

DATE: December 1, 2011

SUBJECT: Recommendation of Reappointment to the Human Relations Commission

In accordance with City Code, Chapter 15, there are nine members to be appointed by the Mayor, with the approval of the City Council. The Human Relations Commission will submit one nominee to the Mayor for each vacancy as it occurs. At least five of the nine must be City residents.

At its November 16, 2011, meeting the HRC voted to recommend the reappointment of the following candidates to the HRC for a three year term beginning January 1, 2012. The applications are attached. The candidates are:

Kathleen Conley
714 Elmwood
Jackson, MI 49203

Alice Lewis
233 Damon St.
Jackson, MI 49203

KC:skh

Attachments

cc: HRC Members
Frank Weathers, Staff



RECEIVED
OCT 24 2011
BY: _____

City of Jackson Board/Commission Application

Name: Kathleen Conley
Address: 714 Elmwood Ave Zip: 49203
Home Phone: 517 745 0045 Other Phone: _____
Occupation: Insurance

Community Involvement/Activity

HRC

Are you a registered voter? yes Ward? 6

Which Board or Commission(s) are you interested in?

1. HRC 2. _____
3. _____

List additional information you feel may be pertinent to board or commission

past service since 2001

Feel free to attach any information. (Resume, press clippings)

APPLICATION WILL BE KEPT ON FILE FOR ONE YEAR

K Conley
Signature of Applicant

10/21/11
Date

Please return to Mayor's Office, City of Jackson, 161 W. Michigan Avenue, Jackson, MI 49201

CITY OF JACKSON



RECEIVED
NOV 08 2011
BY: _____

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: Alice J. Lewis

Address: 2331 Damon St. Jackson Zip: 49203

Home Phone: 787 4094 Other Phone: _____

e-mail address: _____ Occupation: Retired

Community Involvement/Activity

Human Relations Commission NAACP Exec. Board
Community Action Agency Certificated Mediator

Are you a registered voter? Yes Ward? 1st

Which Board or Commission(s) are you interested in?

- Human Relations Commission
- Jackson District Library Board
- _____

List additional information you feel may be pertinent to board or commission

Chair person for the City of Jackson HRC (Community Plenie),
Involvement the Community, HRC Member for 11 yrs,

Feel free to attach any information. (Resume, press clippings)

APPLICATION WILL BE KEPT ON FILE FOR ONE YEAR

Alice J. Lewis
Signature of Applicant

11-01-11
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
February 7, 2012

MEMO TO: Honorable Mayor and City Councilmembers
FROM: Lynn Fessel, City Clerk *Lynn*
SUBJECT: Public Hearings and Resolutions for Special Assessment Roll Nos. 3365, 3366, 3367, 3368.

MOTION: RECESS AS CITY COUNCIL AND CONVENE AS A BOARD OF REVIEW.

A. PUBLIC HEARING ON SPECIAL ASSESSMENT ROLL NO. 3365 FOR STREET REPAVING ON LOOMIS FROM LEROY TO ARGYLE

1. RESOLUTION CONFIRMING ROLL NO. 3365

B. PUBLIC HEARING ON SPECIAL ASSESSMENT ROLL NO. 3366 FOR STREET REPAVING ON NORTH FROM COOPER TO LANSING

1. RESOLUTION CONFIRMING ROLL NO. 3366

C. PUBLIC HEARING ON SPECIAL ASSESSMENT ROLL NO. 3367 FOR STREET REPAVING ON MASON FROM MECHANIC TO FRANCIS

1. RESOLUTION CONFIRMING ROLL NO. 3367

D. PUBLIC HEARING ON SPECIAL ASSESSMENT ROLL NO. 3368 FOR STREET REPAVING ON WILKINS FROM JACKSON TO FRANCIS

1. RESOLUTION CONFIRMING ROLL NO. 3368

ADJOURN AS A BOARD OF REVIEW AND RECONVENE AS A CITY COUNCIL.

Public hearings were established at the City Council's January 24th meeting for February 7, 2012. The required notice was published in the Jackson Citizen Patriot and a notification letter was sent to each property owner included on the rolls.

C: City Manager

RESOLUTION
STREET CONSTRUCTION

BY THE BOARD OF REVIEW:

WHEREAS, the Assessor, in accordance with the direction of the City Council, did prepare special assessments concerning street repaving on Loomis from Leroy to East Argyle Street which assessments were by him placed on Assessment Roll No. 3365 in the amount of \$68,509.35 and reported to the City Council at its meeting held on the 24th day of January, 2012; and

WHEREAS, notice has been duly given that the City Council and Assessor would sit as a Board of Review in the Council Chambers in the City of Jackson on Tuesday, the 7th day of February, 2012, at 7:00 p.m. to hear any and all objections and suggestions by interested parties to said special assessments as contained in said roll; and

WHEREAS, the matter of said review having come on to be heard and the City Council and Assessor sitting as a Board of Review having heard all suggestions and objections made thereto and having fully considered the same;

NOW, THEREFORE, BE IT RESOLVED, that each and all of the special assessments as contained in said roll are hereby confirmed and made valid liens against the property and valid claims against the owners thereof, and the City Clerk is hereby directed to make certificates of this determination and attach the same to said roll and to turn said roll over to the City Treasurer for collection; and

BE IT FURTHER RESOLVED that each and all of the special assessments contained in Roll No. 3365 shall be divided into ten (10) equal installments, the first of which shall be payable by June 29, 2012 without interest charge; and the remaining installments, plus a 2.01% annual interest charge on each installment, shall be due annually on May 30 of each subsequent year until each of the special assessments has been paid in full; provided, however, that in the event the City issues bonds in anticipation of special assessments, the unpaid balance of said special assessments shall, in accordance with Section 22-9 of the Jackson City Code of Ordinances, bear a rate of interest which shall be one percent (1%) above the average interest cost of said special assessment bonds.

BE IT FURTHER RESOLVED that the unpaid balance of any special assessment, including pro rata interest charges, may be paid in full at any time and that each and any special assessment may be paid without interest if payment in full is made on or prior to June 29, 2012.

* * * * *

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 sitting as a Board of Review on the 7th day of February, 2012.

IN WITNESS WHEREOF, I have hereto affixed my signature and the Seal of the City of Jackson, Michigan, on this 8th day of February, 2012.

Lynn Fessel, City Clerk

RESOLUTION
STREET CONSTRUCTION

BY THE BOARD OF REVIEW:

WHEREAS, the Assessor, in accordance with the direction of the City Council, did prepare special assessments concerning street repaving on North Street from Cooper to Lansing Avenue which assessments were by him placed on Assessment Roll No. 3366 in the amount of \$158,950.73 and reported to the City Council at its meeting held on the 24th day of January, 2012; and

WHEREAS, notice has been duly given that the City Council and Assessor would sit as a Board of Review in the Council Chambers in the City of Jackson on Tuesday, the 7th day of February, 2012, at 7:00 p.m. to hear any and all objections and suggestions by interested parties to said special assessments as contained in said roll; and

WHEREAS, the matter of said review having come on to be heard and the City Council and Assessor sitting as a Board of Review having heard all suggestions and objections made thereto and having fully considered the same;

NOW, THEREFORE, BE IT RESOLVED, that each and all of the special assessments as contained in said roll are hereby confirmed and made valid liens against the property and valid claims against the owners thereof, and the City Clerk is hereby directed to make certificates of this determination and attach the same to said roll and to turn said roll over to the City Treasurer for collection; and

BE IT FURTHER RESOLVED that each and all of the special assessments contained in Roll No. 3366 shall be divided into ten (10) equal installments, the first of which shall be payable by June 29, 2012 without interest charge; and the remaining installments, plus a 2.01% annual interest charge on each installment, shall be due annually on May 30 of each subsequent year until each of the special assessments has been paid in full; provided, however, that in the event the City issues bonds in anticipation of special assessments, the unpaid balance of said special assessments shall, in accordance with Section 22-9 of the Jackson City Code of Ordinances, bear a rate of interest which shall be one percent (1%) above the average interest cost of said special assessment bonds.

BE IT FURTHER RESOLVED that the unpaid balance of any special assessment, including pro rata interest charges, may be paid in full at any time and that each and any special assessment may be paid without interest if payment in full is made on or prior to June 29, 2012.

* * * * *

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 sitting as a Board of Review on the 7th day of February, 2012.

IN WITNESS WHEREOF, I have hereto affixed my signature and the Seal of the City of Jackson, Michigan, on this 8th day of February, 2012.

Lynn Fessel, City Clerk

RESOLUTION
STREET CONSTRUCTION

BY THE BOARD OF REVIEW:

WHEREAS, the Assessor, in accordance with the direction of the City Council, did prepare special assessments concerning street repaving on Mason from South Mechanic Street to Francis Street which assessments were by him placed on Assessment Roll No. 3367 in the amount of \$8,843.85 and reported to the City Council at its meeting held on the 24th day of January, 2012; and

WHEREAS, notice has been duly given that the City Council and Assessor would sit as a Board of Review in the Council Chambers in the City of Jackson on Tuesday, the February 7, 2012, at 7:00 p.m. to hear any and all objections and suggestions by interested parties to said special assessments as contained in said roll; and

WHEREAS, the matter of said review having come on to be heard and the City Council and Assessor sitting as a Board of Review having heard all suggestions and objections made thereto and having fully considered the same;

NOW, THEREFORE, BE IT RESOLVED, that each and all of the special assessments as contained in said roll are hereby confirmed and made valid liens against the property and valid claims against the owners thereof, and the City Clerk is hereby directed to make certificates of this determination and attach the same to said roll and to turn said roll over to the City Treasurer for collection; and

BE IT FURTHER RESOLVED that each and all of the special assessments contained in Roll No. 3367 shall be divided into ten (10) equal installments, the first of which shall be payable by June 29, 2012 without interest charge; and the remaining installments, plus a 2.01% annual interest charge on each installment, shall be due annually on May 30 of each subsequent year until each of the special assessments has been paid in full; provided, however, that in the event the City issues bonds in anticipation of special assessments, the unpaid balance of said special assessments shall, in accordance with Section 22-9 of the Jackson City Code of Ordinances, bear a rate of interest which shall be one percent (1%) above the average interest cost of said special assessment bonds.

BE IT FURTHER RESOLVED that the unpaid balance of any special assessment, including pro rata interest charges, may be paid in full at any time and that each and any special assessment may be paid without interest if payment in full is made on or prior to June 29, 2012.

* * * * *

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 sitting as a Board of Review on the 7th day of February, 2012.

IN WITNESS WHEREOF, I have hereto affixed my signature and the Seal of the City of Jackson, Michigan, on this 8th day of February, 2012.

Lynn Fessel, City Clerk

RESOLUTION
STREET CONSTRUCTION

BY THE BOARD OF REVIEW:

WHEREAS, the Assessor, in accordance with the direction of the City Council, did prepare special assessments concerning street repaving on Wilkins from South Jackson Street to Francis Street which assessments were by him placed on Assessment Roll No. 3368 in the amount of \$59,772.26 and reported to the City Council at its meeting held on the 24^h day of January, 2012; and

WHEREAS, notice has been duly given that the City Council and Assessor would sit as a Board of Review in the Council Chambers in the City of Jackson on Tuesday, the 7th day of February, 2012, at 7:00 p.m. to hear any and all objections and suggestions by interested parties to said special assessments as contained in said roll; and

WHEREAS, the matter of said review having come on to be heard and the City Council and Assessor sitting as a Board of Review having heard all suggestions and objections made thereto and having fully considered the same;

NOW, THEREFORE, BE IT RESOLVED, that each and all of the special assessments as contained in said roll are hereby confirmed and made valid liens against the property and valid claims against the owners thereof, and the City Clerk is hereby directed to make certificates of this determination and attach the same to said roll and to turn said roll over to the City Treasurer for collection; and

BE IT FURTHER RESOLVED that each and all of the special assessments contained in Roll No. 3368 shall be divided into ten (10) equal installments, the first of which shall be payable by June 29, 2012 without interest charge; and the remaining installments, plus a 2.01% annual interest charge on each installment, shall be due annually on May 30 of each subsequent year until each of the special assessments has been paid in full; provided, however, that in the event the City issues bonds in anticipation of special assessments, the unpaid balance of said special assessments shall, in accordance with Section 22-9 of the Jackson City Code of Ordinances, bear a rate of interest which shall be one percent (1%) above the average interest cost of said special assessment bonds.

BE IT FURTHER RESOLVED that the unpaid balance of any special assessment, including pro rata interest charges, may be paid in full at any time and that each and any special assessment may be paid without interest if payment in full is made on or prior to June 29, 2012.

* * * * *

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 sitting as a Board of Review on the 7th day of February, 2012.

IN WITNESS WHEREOF, I have hereto affixed my signature and the Seal of the City of Jackson, Michigan, on this 8th day of February, 2012.

Lynn Fessel, City Clerk



CITY CLERK'S OFFICE
Lynn Fessel, City Clerk

CITY COUNCIL MEETING
February 7, 2012

MEMO TO: Honorable Mayor and City Council Members
FROM: Lynn Fessel, City Clerk
SUBJECT: 2011-2012 Meterless Parking

**MOTION: PUBLIC HEARING ON THE NECESSITY OF CONTINUING THE
METERLESS PARKING SYSTEM IN THE DOWNTOWN AREA
OF THE CITY FOR 2011-2012**

- A. RESOLUTION DETERMINING THE NECESSITY OF CONTINUING THE
METERLESS PARKING SYSTEM, ORDERING THE CITY ASSESSOR TO
PREPARE SPECIAL ASSESSMENT ROLL NO. 4211 AND ESTABLISHING
FEBRUARY 21, 2012, AT THE CITY COUNCIL MEETING AS THE TIME AND
PLACE TO HOLD A PUBLIC HEARING CONFIRMING THE METERLESS
PARKING SYSTEM ASSESSMENT ROLL.**

Attached please find a resolution determining the necessity for 2011-2012 meterless parking special assessment to be considered after the public hearing is held.

C: Larry Shaffer, City Manager

RESOLUTION

BY THE CITY COUNCIL:

WHEREAS, the DDA and City staff have diligently studied the question of continuing the operation of a downtown meterless parking system as a public improvement with an estimated total annual assessable cost of \$47,460.00; and

WHEREAS, under the authority granted by Ordinance Nos. 98-6 and 98-20, the City Council has reviewed the necessity of continuing the operation of a meterless parking system for the downtown area; and

WHEREAS, notice had been duly given that the City Council would hold a public hearing in the City of Jackson on Tuesday, the 7th day of February, 2012, at 7:00 p.m. to hear any and all objections and suggestions by interested parties to said public improvement; and

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

NOW, THEREFORE, BE IT RESOLVED that the City Council hereby determines that the continuation of the meterless parking system for the downtown area is a necessary public improvement and directs the Assessor to prepare Assessment Roll No. 4211 in the amount of \$47,460.00 reflecting the estimated costs of same, assessing such costs to the property owners receiving a benefit therefrom in accordance with the benefits to be received by each.

BE IT FURTHER RESOLVED that the City Clerk is hereby directed to give notice that a public hearing will be held on Tuesday, the 21st day of February, 2012, at the hour of 7:00 p.m. in the Council Chambers of City Hall in the City of Jackson to hear any and all objections and suggestions by interested parties that may be made as to the assessments contained in said rolls.

* * * * *

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 7th day of February, 2012.

IN WITNESS WHEREOF, I have hereto affixed my signature and the Seal of the City of Jackson, Michigan, on this 8th day of February, 2012.

Lynn Fessel, City Clerk



City Manager's Office

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

CITY COUNCIL MEETING January 24, 2012 Consent Agenda

Establish the Date For Public Hearing – Special Assessment Roll Meterless Parking – Downtown Development Authority

MEMO TO: Martin J. Griffin, Mayor
Member of the Jackson City Council

FROM: Laurence Shaffer, City Manager 

DATE: January 18, 2012

SUBJECT: Establish the Date of Public Hearing – Downtown Meterless Parking

It is requested and recommended that the City Council, consistent with Section 22-3 of the City Code establish a public hearing of necessity on continuing the operation of a meterless parking system for the downtown area.

MOTION: Establishment of February 7, 2012, at the City Council meeting as the time and place to hold a public hearing on the necessity of continuing the operation of the meterless parking system for the downtown area.

Find attached the material supporting the request that the City Council schedule a public hearing of necessity to invite comment and suggestions relative to the recommendation that rates for meterless parking be increased in downtown Jackson. That material is as follows:

1. Recommendation from the Downtown Development Authority (DDA) recommending adjustments in the fees for meterless parking.
2. Recommendation from the City Manager to the DDA seeking endorsement of a parking plan and budget. The report should be considered the City Engineer's report as referenced in the City Code, Section 22-3.

Although the plan recommended by the City Manager and endorsed by the DDA calls for a five year plan for rates for the per space charge and the minimum charge, the City Code appears to suggest that each year requires a separate approval by the City Council in order to appropriately proceed with the Special Assessment roll. The per space charge is recommended to be increased from \$42.00 per space to \$59.00 per space. This recommendation allows for the per space fee to be returned to the same rate that it was three (3) years ago. Also, the recommendation is to increase the minimum charge from \$100.00 to \$150.00.

It is clear that without changes in revenue or expenses, the parking fund – 586 account is not sustainable. Given the fact that expenses have exceeded revenue over the last three years and that the city did not issue a special assessment for parking last year, changes were required to stabilize the budget for the parking

system. The Parking Plan identifies expense reductions going forward of approximately 21percent. That reduction, in my estimation, encouraged the approval of the recommendation from the DDA to endorse the new revenue plan. The plan also identifies revenue from the 585 account that more appropriately should be applied to the 586 account.

In order to implement the change in the fine rates of parking violations, ordinance amendments are required. Consequently, assuming your agreement, I have asked the City Attorney to prepare said amendments for consideration at the February 7, 2012, City Council meeting.

LS:skh

Attachments



Downtown Development Authority (DDA)

1.

Memorandum

Date: January 17, 2012
To: City Council
From: Downtown Development Authority ^{JG}
Re: Meterless Parking Recommendation

The DDA Board met on January 12, 2012 and approved a motion, 6 votes to 1, recommending the following changes to the Meterless Parking System for the 2011-2012 Fiscal Year:

1. Increase the per space annual charge effective immediately, from \$42.00 per space to \$59.00 per space. Further the DDA approved an annual adjustment of \$1.00 per space for the following four (4) years or a per space parking charge of \$60.00 for FY 2012-2013, \$61.00 for FY 2013-2014, \$62.00 for FY 2014-2015, and \$63.00 for FY 2015-2016. Additionally the DDA approved a recommendation to increase the minimum charge from \$100.00 to \$150.00 and increases to \$153 for FY 2012-2013, \$156 for FY 2013-2014, \$159 for FY 2014-2015, and \$162 for FY 2015-2016.
2. Increase the overtime parking fines from \$5.00/\$15.00/\$25.00 for payment within two (2) hours, two to seven (7) days, and over eight (8) days to \$7.00/\$15.00/\$30.00.
3. Increase the various non-overtime and non-handicap violations from \$15.00/\$25.00/\$35.00 to \$17.00/\$34.00/\$68.00
4. Increase the fine for posted handicapped parking from \$40.00/\$50.00/\$60.00 to \$45.00/\$90.00/\$180.00 for violations paid within seventy-two (72) hours, thirty (30) days, or greater than thirty (30) days.

The DDA respectfully requests the City Council to consider this recommendation at their January 24, 2012 meeting.



Jackson Downtown Development Authority
Meeting of January 12, 2012

10th Floor Conference Room
8:00 AM

②

MEMO TO: Richard Sneary, Chairman, Board of Directors
Members of the Board of Directors

FROM: Laurence Shaffer, City Manager *Laurence Shaffer*

DATE: January 11, 2012

SUBJECT: Endorsement of Parking Plan and Budget Prior to City Council Consideration

Allow this memorandum to serve as my recommendation and request that the Board of Directors of the Jackson Downtown Development Authority endorse a parking plan and budget prior to the Jackson City Council consideration of the various requested actions. The motions requested are as follows:

The Jackson Downtown Development Authority (JDDA) endorses the proposed parking plan and budget and, further, the recommendation that the Jackson City Council take the following actions:

1. Increase the per space annual charge, effective immediately, from \$42.00 per space to \$59.00 per space. Further, the JDDA endorses the annual adjustment of a \$1.00 increase per year for the following four (4) years or a per space parking charge of \$60.00 for FY 2012-2013; \$61.00 for FY 2013-2014; \$62.00 for FY 2014-2015; \$63.00 for FY 2015-2016. The JDDA further endorses the increase of the minimum charge for parking from \$100.00 to \$150.00, \$153.00, \$156.00, \$159.00, and \$162.00 for FY 2011/2012, FY 2012/2113, FY 2013/2014, FY 2014/2015 and FY 2015/2016 respectively.
2. Increase the overtime parking fines from \$5.00/\$15.00/\$25.00 for payment within two hours, two hours to thirty days and over thirty days to \$7.00/\$15.00/\$30.00.
3. Increase the various violations from \$15.00/\$25.00/\$35.00 to \$17.00/\$34.00/\$68.00 for obstructing traffic, parked on sidewalks, blocking any part of a driveway, within 15 feet of a hydrant, parked in or near crosswalk, parked within 30 feet of a stop sign, parked in an alley, front yard parking, no parking or standing and other.
4. Increase the fine for posted handicapped parking from \$40.00/\$50.00/\$60.00 to \$45.00/\$90.00/\$180.00 for violations paid within 72 hours, thirty days or greater than thirty days respectively.

Since the last meeting of the JDDA, staff working closely with Jonathan Greene, has developed a proposal that includes the following elements.

- Projected revenue has been increased for the FY 2011/2012 Fund 586, Parking Assessment Fund from \$91,839.00 to \$122,104.00 by increasing the parking space fees by \$14,186.00 and by

moving Fund 585 proceeds of \$12,950.00 into Fund 586. Fines are proportionately increased to reflect changes in fine schedule. The parking space fee proposed is equal to the parking space fee levied three years ago.

- Projected revenue has been increased for the FY 2012/2013 Fund 586 to \$131,989.00 to reflect changes in fee charges.
- Expenses have been reduced for FY 2011/2012 from \$150,043.00 to \$134,406.00 and to \$117,994.00 for FY 2012/2013 or a total one year reduction of over 21 percent.
- Parking Fund 585 will see revenue increases of \$25,250.00 as a result of increasing the YMCA lot from \$1.00 per day to \$2.00 per day and by selling 40 parking permits per month for the old Consumer located on Pearl Street.
- A survey of fines for parking violations was conducted within the last thirty days. The fines proposed place the City of Jackson in the low to moderate range in every category.

Attached is supporting documentation that identifies the details related to the above proposals. Staff to include the City Manager, City Finance Director, Director of Public Works, Parking Manager and the City Assessor has worked diligently with Mr. Greene to develop a short term plan to reduce the operating budget as much as is reasonably possible. However, a draw will continue on the Working Capital Fund. Consequently, although this short term resolution will provide short term relief, it will not solve the issue of deficit funding permanently. We will continue to review both revenue and expenses collaboratively in order to achieve our goals of creating a supportive parking plan that functions on sound economic principles. Thank you for your consideration.

LS:skh

Attachment

cc: Jonathan Greene, Executive Director, JDDA
Matt Heins, Police Chief
Jon Dowling, City Engineer/Director of Public Works
Phil Hones, Finance Director
Bob Dietz, Parking Manager

(586) Parking Assessment Fund

PURPOSE - This Fund is used to account for the revenues and expenses of the City's Meterless Parking System.

CHARACTER - Revenues of this fund consist principally of parking assessments to property owners in the Central Business District. Such assessments are based on the annual operating expense of the System and include such items as the leasing of private parking lots used in the System, lot maintenance, snow removal, utilities and administrative expenses. In the event the City reverts back to a Metered Parking System this fund will be closed out and all parking operations of the City will be accounted for in the Automobile Parking System Fund (585).

AUTHORITY - This Fund was established November 1, 1984, which represents the beginning of first annual operating period covered by assessment. Continuation of the System depends on subsequent annual adoption of new assessment rolls each December 1st.

City of Jackson Fiscal Year 2012/13 Requested Budget Analysis of Estimated Changes in Working Capital

Fund 586 Parking Assessment Fund

	2009/10 Actual	2010/11 Actual	2011/12 Budget	2011/12 Projected	2012/13 Requested	2012/13 Proposed
Revenues	95,056	56,372	91,839	122,104	131,989	
Expenses	208,606	153,710	150,043	134,406	117,994	
Excess of Revenues Over (Under) Expenses	(113,550)	(97,338)	(58,204)	(12,302)	13,995	
Working Capital - Beginning of Year	261,716	148,166	50,828	50,828	38,526	
Working Capital - End of Year	148,166	50,828	(7,376)	38,526	52,521	

City of Jackson
Fiscal Year 2012/13 Requested Budget
Expenditure Detail

Fund 586 Parking Assessment Fund
Dept 586 Parking Assessment

Account Description	2009/10 Actual	2010/11 Actual	2011/12 Budget	2011/12 Projected	2012/13 Requested	2012/13 Proposed
Personal Services:						
586-586-000-706.000 Salaries and Wages	33,895	27,967	36,459	30,000	28,000	
586-586-000-707.000 Temporary Wages	14,706	18,577	19,381	15,000	15,000	
586-586-000-709.000 Overtime	1,626	1,336	3,000	1,300	1,300	
586-586-000-715.000 Employers FICA	3,883	3,553	4,501	2,616	2,579	
586-586-000-719.000 Health Insurance	3,640	3,722	4,554	4,000	4,200	
586-586-000-719.678 RX Drug Insurance	658	735	1,285	1,000	1,100	
586-586-000-719.679 Health Insurance Deductible	0	0	2,672	2,500	2,500	
586-586-000-722.000 Pension-General	2,735	2,407	3,370	2,700	2,700	
586-586-000-724.000 Unemployment Comp.	420	636	322	322	322	
586-586-000-724.001 Workers Compensation	652	611	420	432	432	
586-586-000-725.000 Other Fringe Benefits	411	370	595	595	595	
	<u>62,626</u>	<u>59,914</u>	<u>76,559</u>	<u>60,465</u>	<u>58,728</u>	<u>0</u>
Material and Supplies:						
586-586-000-740.000 Operating Supplies	702	1,232	2,000	1,250	1,250	
586-586-000-744.000 Uniform Allowance	277	158	500	150	150	
586-586-000-782.000 Materials	6,509	3,310	3,000	3,400	3,400	
	<u>7,488</u>	<u>4,700</u>	<u>5,500</u>	<u>4,800</u>	<u>4,800</u>	<u>0</u>
Contractual And Other:						
586-586-000-808.000 Audit Fees	135	169	169	169	175	
586-586-000-818.000 Contractual Services	3,153	10,292	5,746	5,746	6,030	
586-586-000-818.690 CS Forestry	355	0	0	0	0	
586-586-000-920.000 Utilities	3,691	4,643	6,000	4,800	5,040	
586-586-000-936.000 Pavement Repairs	118	3,512	2,000	9,310	5,341	
586-586-000-941.000 Rentals	44,796	23,070	0	0	0	
586-586-000-943.000 Equip. Rental - Motor Pool	19,608	12,665	10,500	13,000	13,000	
586-586-000-962.000 Uncollectible Accounts	0	119.78	0	0	0	
586-586-000-965.101 Admin.-General Fund	27,613	22,622	27,613	23,000	14,000	
586-586-000-966.000 PW Overhead	6,804	4,583	5,000	5,000	5,200	
586-586-000-967.000 ENG Overhead	12,319	7,420	10,956	8,116	5,680	
	<u>118,592</u>	<u>89,096</u>	<u>67,984</u>	<u>69,141</u>	<u>54,466</u>	<u>0</u>
Capital Outlay:						
586-586-000-984.000 Software	19,900	0	0	0	0	
	<u>19,900</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
Total Expenses	<u>208,606</u>	<u>153,710</u>	<u>150,043</u>	<u>134,406</u>	<u>117,994</u>	<u>0</u>

City of Jackson
Fiscal Year 2012/13 Requested Budget
Revenue Detail

Fund 586 Parking Assessment Fund

Account Description	2009/10 Actual	2010/11 Actual	2011/12 Budget	2011/12 Projected	2012/13 Requested	2012/13 Proposed
586-000-000-652.000 Parking Fines	29,341	24,937	25,000	27,225	33,900	
586-000-000-653.000 Parking Permits (Daily \$2)	3,313	1,904	2,500	2,812	3,750	
586-000-000-653.005 Parking Permits (Lots 6,7,8,14)	17,048	14,548	14,725	14,725	14,400	
586-000-000-653.006 Parking Permits (Lot 9)	5,475	6,055	5,350	5,350	6,060	
586-000-000-664.000 Interest	2,000	1,278	820	820	820	
586-000-000-668.002 Rents and Royalties-113 LLC	0	0	0	12,950	13,500	- 585
586-000-000-685.677 Insurance Refund - W/C	1,129	1,150	0	0	0	
586-000-000-699.101 Cont.-General Fund	100	6,500	6,500	10,000	10,500	
586-000-000-699.895 Cont.-Special Assessment Fund	36,650	0	36,944	48,222	49,059	
Total Revenues	95,056	56,372	91,839	122,104	131,989	0

Sharon Hasen

From: Dave Taylor
Sent: Tuesday, December 06, 2011 3:29 PM
To: Larry Shaffer; Jason Yoakam; Jon Dowling; Bob Dietz; Jonathan Greene; Melissa Woodhurst; Lynn Fessel
Cc: Phil Hones
Subject: METERLESS PARKING 2011-2012 Revised spreadsheet

	Requested by DDA	
Rate per need	Minimum Charge	Current Total
\$42	\$100	\$34,036

2008-2009

Proposed 5 Year Plan with 2% Increases per Year

City Fiscal Year (July to June)	Per Space Rate per need	Minimum Charge	Total Revenue	Increase from current proposed total
2011-12	59	150	48,222	14,186
2012-13	60	153		
2013-14	61	156		
2014-15	62	159		
2015-16	63	162		

- Full presentation w/ cuts

+ estimated replacements/repairs
+ how they are incorporated into rates

- other violations

New IR
Permit 4060
35000
8900

Parking Ticket Fine Review

The current parking violation fine schedule was adopted in 2003 when the Engineering Department became responsible for the day to day operations of the parking systems. This schedule has not been modified for a variety of reasons but a cursory review is in order.

Parking fines should be used as a deterrent for illegal behavior not as a revenue stream. With this in mind a new fine schedule is being proposed by staff to continue to modify behavior so illegal parking does not create inconvenience or safety issues for permit holders, downtown visitors and the motoring public.

As noted in the attachment fiscal 10/11 realized \$23,262.50 in parking fines paid. With the recommended changes an additional \$8,900 could be realized. Again these fines are not intended as a revenue stream but a deterrent for illegal behavior.

Current fine schedule

Violation	If paid w/in 2 hrs	2 hrs to 30 days	31+ days
Overtime parking	\$5	\$15	\$25
Parking fee not paid in Lot #3, Y lot	\$5	\$15	\$25

	If paid w/in 72 hrs	72 hrs to 30 days	31+ days
Obstructing Traffic	\$15	\$25	\$35
Parked on Sidewalk	\$15	\$25	\$35
Blocking any part of driveway	\$15	\$25	\$35
Parked within an intersection	\$15	\$25	\$35
Within 15 feet of a hydrant	\$15	\$25	\$35
Parked on or within 20 feet of a crosswalk	\$15	\$25	\$35
Parked within 30 feet of a stop sign	\$15	\$25	\$35
Parked in an alley	\$15	\$25	\$35
Front yard parking	\$15	\$25	\$35
No parking or No standing	\$15	\$25	\$35
Other...	\$15	\$25	\$35

Posted Handicapped Parking	\$40	\$50	\$60
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Current fine schedule generated \$23,162.50 in fiscal 10/11.

**Proposed Fine
schedule**

Violation	If paid w/in 2 hrs	2hrs to30 days	31+ days
Overtime parking	\$7	\$15	\$30
Parking fee not paid in Lot #3, Y lot	\$7	\$15	\$30

	If paid w/in 72 hrs	72 hrs to 30 days	31+ days
Obstructing Traffic	\$17	\$34	\$68
Parked on Sidewalk	\$17	\$34	\$68
Blocking any part of driveway	\$17	\$34	\$68
Within 15 feet of hydrant	\$17	\$34	\$68
Parked on or within 20 feet of a crosswalk	\$17	\$34	\$68
Parked within 30 feet of a stop sign	\$17	\$34	\$68
Parked in an alley	\$17	\$34	\$68
Front yard parking	\$17	\$34	\$68
No parking or No standing	\$17	\$34	\$68
Other...	\$17	\$34	\$68

Posted Handicapped Parking	\$45	\$90	\$180
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Anticipated increase in annual revenue \$8,900

Pay to park review (585)

Auto Parking System Fund (585)

The Auto Parking System includes City lots outside of the core downtown area and has one pay to park lot. This lot became a pay to park operation in September of 2004 and is located across from the YMCA between Washington Avenue and Wesley Street. The daily rate for this lot is \$1.

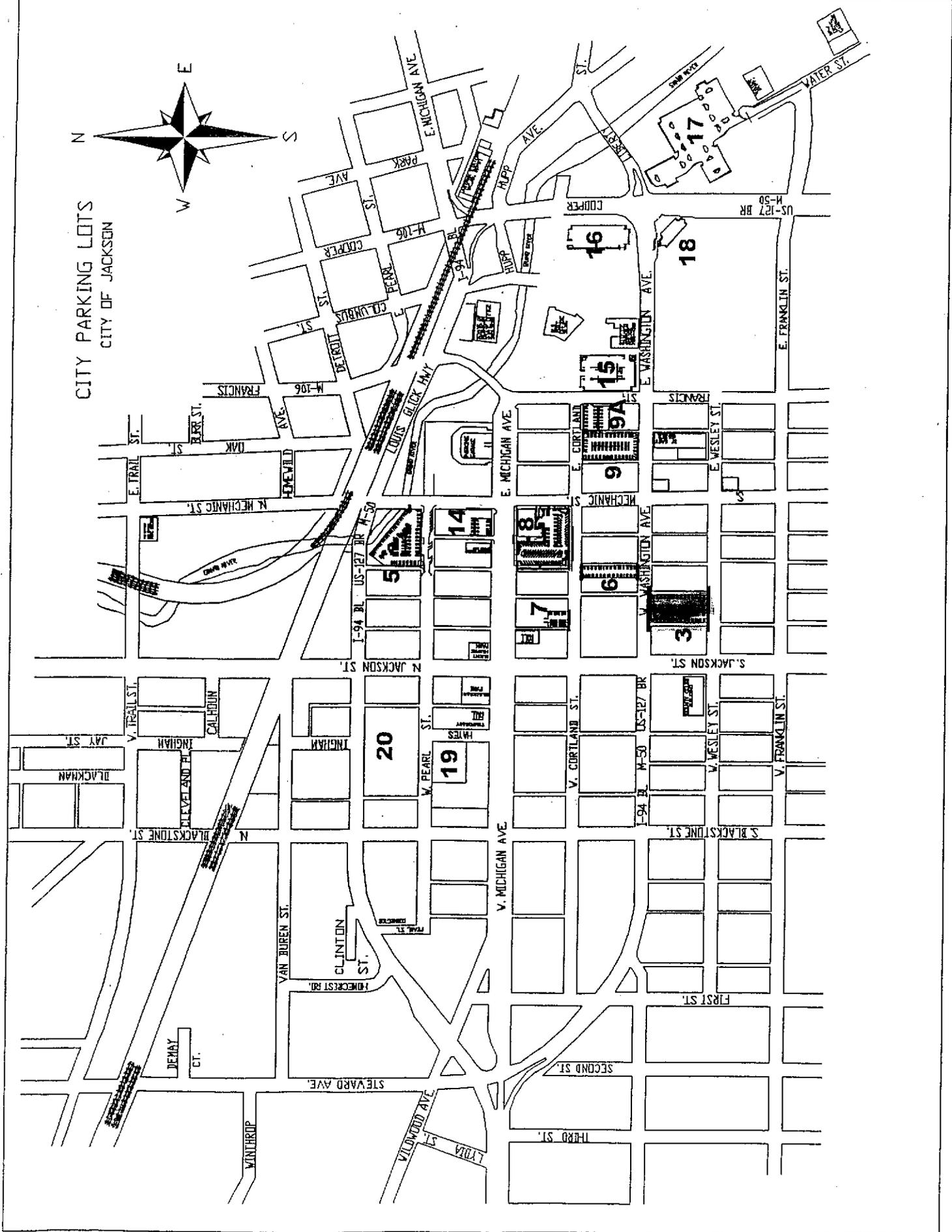
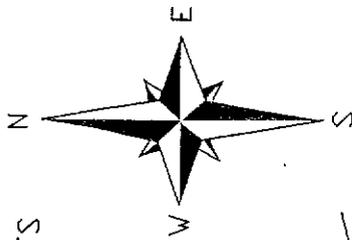
There are several other parking lots within the area making up this fund but none of these lots generate revenue either daily or monthly. These lots were obtained in the latest Consumers development era several years ago and have remained open to the public.

In order to continue maintaining the Y lot and the other surface lots a form of revenue generation is required. In consideration of this an increase in the daily rate in the Y lot from \$1 to \$2 is being recommended by staff. Also being recommended is a monthly permit fee of \$25 for the Hayes lot, the Library lot (across from Firestone) and the large parking area previously used by Consumers employees.

Below is an assessment of current, and projected, performance if these recommendations are accepted.

Area	Current annual activity	Projected annual w/increases
Outlying (Old Consumers lots)	None	480 permits (40 per month)@ \$25 each = \$12,000
Lot #3, Y lot	\$12,750 (average)	\$25,500
Total	\$12,750	\$37,500

CITY PARKING LOTS
CITY OF JACKSON



Overtime violation

City	First Level	Second Level	Third Level	Fourth Level
Ann Arbor	Next day \$25.00	By 14th day \$35.00	15-30 days \$55.00	31+ days \$75.00
Battle Creek	Within 10 days \$5.00	11-20 days \$10.00	20+ days \$15.00	
Grand Rapids	Within 10 days \$20.00	11-90 days \$40.00	91+days \$60.00	
Jackson	Within 2 hours \$5.00	2 hours-30 days \$15.00	31+days \$25.00	
Kalamazoo	Within 6 days \$10.00	7-13 days \$20.00	14-30 days \$30.00	31+ days \$40.00
Lansing	Within 14 days \$15.00	15-28 days \$25.00	29+ days \$35.00	
Average	\$13.66	\$24.16	\$36.66	\$57.50

No Parking Zone

Ann Arbor	Next day \$25.00	2-14 days \$35.00	15-30 days \$55.00	31+ days \$75.00
Battle Creek	Within 10 days \$5.00	11-20 days \$10.00	21+ days \$15.00	
Grand Rapids	Within 10 days \$30.00	11-90 days \$60.00	91+ days \$90.00	
Jackson	Within 72 hours \$15.00	3-30 days \$25.00	31+ days \$35.00	
Kalamazoo	Within 6 days \$10.00	7-13 days \$20.00	14-30 days \$30.00	30+ days \$40.00
Lansing	Within 14 days \$20.00	15-28 days \$30.00	29+ days \$40.00	
Average	\$17.50	\$30.00	\$44.16	\$57.50



CITY CLERK'S OFFICE
Lynn Fessel, City Clerk

CITY COUNCIL MEETING
February 7, 2012

MEMO TO: Honorable Mayor and City Councilmembers

FROM: Lynn Fessel, City Clerk 

SUBJECT: Resolution Recommending Revocation of IFT Certificate No. 2002-436 – Mid-American Products, Inc.

**MOTION: CONSIDERATION OF A RESOLUTION
RECOMMENDING THE REVOCATION OF IFT
CERTIFICATE NO. 2002-436 GRANTED TO MID-
AMERICAN PRODUCTS, INC., 1623 WILDWOOD
AVENUE**

It came to my attention through the City Assessor's office that Mid-American Products, Inc., 1623 Wildwood Avenue, ceased doing business within the City. The appropriate action is to recommend to the State Tax Commission the revocation of their IFT Certificate No. 2002-436. Requested action is to adopt the resolution.

C: City Manager
City Assessor

RESOLUTION

BY THE CITY COUNCIL:

WHEREAS, Act 198 of 1974, as amended, provides in relevant part that the governing body of a city may recommend the revocation of an industrial facilities tax abatement where appropriate; and

WHEREAS, Mid-American Products, Inc. a business entity which possesses a certificate for such tax abatement has ceased doing business within the City; and

WHEREAS, as a consequence, it is necessary to recommend that the State Tax Commission revoke the certificate held by Mid-American Products, Inc.

NOW, THEREFORE, BE IT RESOLVED that the City Council recommends to the State Tax Commission that Certificate No. 2002-436 heretofore granted to Mid-American Products, Inc., within the City under Act 198 of 1974 be revoked.

BE IT FURTHER RESOLVED that the City Clerk is hereby directed to transmit a certified copy of this resolution to the State Tax Commission at her earliest convenience.

* * * * *

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 7th day of February, 2012.

IN WITNESS WHEREOF, I have hereto affixed my signature and the seal of the City of Jackson, Michigan on this 8th day of February, 2012.

City Clerk

Julius A. Giglio

City Attorney

Bethany M. Smith

Deputy City Attorney

Gilbert W. Carlson

Assistant City Attorney

OFFICE OF THE



161 West Michigan Avenue

Jackson, MI 49201

(517) 788-4050

(517) 788-4023

Fax: (517) 788-4059

CITY ATTORNEY

CITY COUNCIL MEETING

February 7, 2012

TO: Honorable Mayor and City Council

FROM: Julius A. Giglio, City Attorney *JAG*

RE: Parking Ordinance Amendment

MOTION: The requisite action is to approve the Ordinance and to place it on the next available City Council Agenda for adoption.

Attached please find a proposed Parking Ordinance Amendment, which increases the fines for parking violations. The parking fines have not been changed since 2003. It is my understanding the proposed fines were recommended by the City of Jackson Downtown Development Authority. We have provided the ordinance in "track changes," which identifies the increase for each type of parking violation.

If Council has any questions, please feel free to contact me.

JAG/dr

Enc.

cc w/enc.: Larry Shaffer, City Manager
Lynn Fessel, City Clerk
Jon Dowling, Director of Public Works/Engineering
Jonathan Greene, Director, Downtown Development Authority

ORDINANCE 2012.____

An Ordinance to amend Section 25-30 of Article II of Chapter 25 of the City of Jackson Code of Ordinances to increase the penalties for parking violations.

THE PEOPLE OF THE CITY OF JACKSON ORDAIN:

Section 1. That Sections 25-30 of Article II of Chapter 25 of the Code of Ordinances, City of Jackson, Michigan, be, and the same hereby is, amended as follows:

* * * * *

Sec. 25-30. Schedule of parking fines; payment; authority to void.

(a) Fines for general parking violations.

- (1) The fine for violating the overtime parking prohibitions of this chapter shall be ~~five-seven~~ dollars (\$57.00) if paid within two (2) hours, ~~and fifteen~~ dollars (\$15.00) if paid over two (2) hours but less than eight (8) days, and thirty dollars (\$30.00) thereafter.
- (2) The fine for violating the handicapped parking restrictions of this chapter shall be ~~forty-five~~ dollars (\$45.00) if paid within seventy-two (72) hours, ~~and fifty-ninety~~ dollars (\$50.00) if paid over seventy-two (72) hours but less than eight (8) days, and one hundred eighty dollars (\$180) thereafter.
- (3) The fine for violating all other sections of the city's parking ordinance shall be ~~fifteen-seventeen~~ dollars (\$17.00) if paid within seventy-two (72) hours, ~~and twenty-five-dollar~~ thirty-four dollars (\$34.00) if paid over seventy-two (72) hours but less than eight (8) days, and sixty-eight dollars (\$68.00) thereafter.
- (4) ~~An additional ten dollar (\$10.00) fine shall be assessed upon all parking violations not paid within thirty (30) calendar days from the date of issuance.~~

(b) Payment. All parking fines shall be paid in person or by mail at the City of Jackson Clerk's Office located on the first floor of the City Hall building located at 161 West Michigan Avenue, Jackson, Michigan.

(c) Authority to void. Both the city manager and the city attorney are hereby authorized to void any and all parking citations as deemed necessary; provided, further, that once a parking citation has become a district court matter, the city

attorney shall have the sole prosecutorial authority and discretion to dismiss any and all such parking citations.

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



CITY CLERK'S OFFICE
Lynn Fessel, City Clerk

CITY COUNCIL MEETING
February 7, 2012

MEMO TO: Honorable Mayor and City Councilmembers

FROM: Lynn Fessel, City Clerk *Lynn*

SUBJECT: Final Adoption of Ordinance No. 480

**MOTION: FINAL ADOPTION OF ORDINANCE NO. 480
ESTABLISHING WARDS AND PRECINCTS WITHIN THE
CITY OF JACKSON, MICHIGAN, IN ACCORDANCE
WITH THE RESULTS OF THE 2010 DECENNIAL CENSUS
OF THE UNITED STATES, AND TO REPEAL
ORDINANCE 452, WHICH HAD ESTABLISHED SAID
WARDS AND PRECINCTS IN ACCORDANCE WITH THE
2000 CENSUS**

Requested action is to adopt Ordinance No. 480, which was approved by the Council on January 24, 2012.

C: City Manager

ORDINANCE ____

An Ordinance to establish wards and precincts within the City of Jackson, Michigan, in accordance with the results of the 2010 decennial census of the United States, and to repeal Ordinance 452, which had established said wards and precincts in accordance with the 2000 census.

WHEREAS, Act 279 of the Public Acts of 1909, as last amended, also known as the Home Rule City Act, and Section 6.2 of the Charter of the City of Jackson, provides that the City Council, as governing body of this City, shall reapportion the wards of the City and establish precincts therein following the release of data after each decennial census; and

WHEREAS, upon receipt of the 2010 decennial census, City staff and the City's Election Commission developed various apportionment plans for establishment of wards and precincts within the City of Jackson; and

WHEREAS, "Plan B" was recommended by the City Election Commission and was adopted by the City Council after conducting a public hearing on January 10, 2012; and

WHEREAS, the attached "Revised Plan B" was approved by the City Council on January 24, 2012.

NOW, THEREFORE, THE PEOPLE OF THE CITY OF JACKSON ORDAIN:

Section 1. That the City of Jackson is hereby divided into six wards and sixteen precincts; said wards and precincts shall be as described on Revised Plan B, approved January 24, 2012 (Attachment A).

Section 2. Whenever, in any of the above referenced descriptions, a street, road, boulevard, avenue or railroad right-of-way is established as a boundary line of any ward or precinct, the same shall be construed to mean the center line thereof, unless explicitly described otherwise.

Section 3. The various wards and precincts as herein established shall comprise the official apportionment plan of the City of Jackson, said plan to be filed with the City Clerk, who shall:

- (a) Prepare a map of the City upon which will delineate the ward and precinct boundaries described herein; and
- (b) Make copies of said map and this ordinance and make same available for inspection and acquisition (at actual cost) by all members of the public.

Section 4. Ordinance 452 is hereby repealed, and all ordinances or parts of ordinances in conflict with this Ordinance are hereby repealed to the extent of such conflict.

Section 5. The various sections and provisions of this Ordinance shall be deemed to be severable, and should any section or provision of this Ordinance be declared by any court of competent jurisdiction to be unconstitutional or invalid, the same shall not affect the validity of this Ordinance as a whole or any section or provision of this Ordinance other than the section or provision so declared to be unconstitutional or invalid.

Section 6. This Ordinance shall take effect thirty (30) days from the date of final adoption.

Attachment A

Plan B

REVISED 1/24/12

WARD ONE

Starting at the intersection of West Morrell Street and First Street, east on West Morrell Street to South Cooper Street. South on South Cooper Street to East South Street. West on East South Street to Goodrich Street. North on Goodrich Street to West Prospect Street. West on West Prospect Street to Fourth Street. North on Fourth Street to West High Street. East on West High Street to First Street. North on First Street to West Morrell Street, the place of beginning.

Ward 1 Precinct 1

Starting at the intersection of West Morrell Street and First Street, east on West Morrell Street to Maple Street. South on Maple Street to West High Street. East on West High Street to Francis Street. South on Francis Street to South Street. West on West South Street to Goodrich Street. North on Goodrich Street to West Prospect Street. West on West Prospect Street to Fourth Street. North on Fourth Street to West High Street. East on West High Street to First Street. North on First Street to West Morrell Street, the place of beginning.

Ward 1 Precinct 2

Starting at the intersection of West Morrell Street and Maple Street, east on Morrell Street to South Cooper Street. South on South Cooper Street to East South Street. West on East South Street to Francis Street. North on Francis Street to West High Street. West on West High Street to Maple Street. North on Maple Street to West Morrell Street, the place of beginning.

WARD TWO

Starting at the intersection of East Ganson Street and Waterloo Street, north on Waterloo Street to Leroy Street. East on Leroy Street to the East City Limit. South along City Limit line to East South Street. West along South City Limit and East South Street to South Cooper Street. North on South Cooper Street to Ganson Street. East on Ganson Street to Waterloo Street, the place of the beginning.

Ward 2 Precinct 1

Starting at the intersection of East Ganson Street and Waterloo Street, north Waterloo Street to Leroy Street. East on Leroy Street to the East City Limit. South along City Limit line to East Michigan Avenue. West on East Michigan Avenue to Cooper Street. North on Cooper Street to Ganson Street. East on Ganson Street to Waterloo Street, the place of the beginning.

Ward 2 Precinct 2

Starting at the intersection of Cooper and Michigan Avenue, east on East Michigan Avenue to East City Limit. South along East City Limit line to East South Street. West along South City Limit and East South Street to South Cooper Street. North on South Cooper Street to East Michigan Avenue, the place of the beginning.

WARD 3

Starting at the intersection of Lansing Avenue and North City Limit. East along North City Limit to East City Limit. South along East City Limit to Leroy Street. West on Leroy Street to Waterloo Street. South on Waterloo Street to East Ganson Street. West on East Ganson Street to North Francis Street. North on North Francis Street to Cooper Street. North on Cooper Street to North Street. West on North Street to Lansing Avenue. North on Lansing Avenue to North City Limit, the place of beginning.

Ward 3 Precinct 1

Starting at the intersection of Lansing Avenue and North City Limit. East along North City Limit to Cooper Street. South on Cooper Street to North Street. West on West North Street to Lansing Avenue. North on Lansing Avenue to North City Limit, the place of beginning.

Ward 3 Precinct 2

Starting at the intersection of Cooper Street and North City Limit. East along North City Limit to Seymour Avenue. South on Seymour Avenue to Floral Avenue. West on Floral Avenue to Fleming Avenue. South on Fleming Avenue to Blakely Avenue. West on Blakely Avenue to Allen Road. South on Allen Road to Maguire Street. West on Maguire Street to Edgewood Street. South on Edgewood Street to East North Street. West on East North Street to Ellery Avenue. South on Ellery Avenue to Leroy Street. West on Leroy Street to Waterloo Street. South on Waterloo Street to East Ganson Street. West on East Ganson Street to North Francis Street. North on North Francis Street to Cooper Street. North on Cooper Street to North City Limit, the place of beginning.

Ward 3 Precinct 3

Starting at the intersection of Seymour Avenue and North City Limit. East along North City Limit to East City Limit. South along East City Limit to Leroy Street. West on Leroy Street to Ellery Avenue. North on Ellery Avenue to East North Street. East on East North Street to Edgewood Street. North on Edgewood to Maguire Street. East on Maguire Street to Allen Road. North on Allen Road to Blakeley Avenue. East on Blakeley Avenue to Fleming Avenue. North on Fleming Avenue to Floral Avenue. East on Floral Avenue to Seymour Avenue. North on Seymour Avenue to North City Limit, the place of beginning.

WARD 4

Starting at the intersection of Lansing Avenue and North City Limit. South on Lansing Avenue to Steward Avenue. Continue South on Steward Avenue to Wildwood Avenue. West on Wildwood Avenue

to Lydia Street. South on Lydia Street to West Michigan Avenue. West on West Michigan Avenue to Fourth Street. South on Fourth Street to West Franklin Street. West on West Franklin Street to Seventh Street. South on Seventh Street to Carlton Boulevard. West on Carlton Boulevard to South Brown Street and West City Limit line. North along West City Limit to North City Limit. East along North City Limit to Lansing Avenue, the place of beginning.

Ward 4 Precinct 1

Starting at the intersection of Lansing Avenue and North City Limit. South on Lansing Avenue to Steward Avenue. Continue South on Steward Avenue to West Ganson Street. West on West Ganson Street to North West Avenue. North on North West Avenue to West North Street. West on West North Street to North Brown Street (West City Limit). North on North Brown Street and West City Limit to North City Limit. East along North City Limit to Lansing Avenue, the place of beginning.

Ward 4 Precinct 2

Starting at the intersection of West Ganson Street and Steward Avenue. South on Steward Avenue to Wildwood Avenue. West on Wildwood Avenue to Lydia Street. South on Lydia Street to West Michigan Avenue. West on West Michigan Avenue to North Wisner Street. North on North Wisner Street to Wildwood Avenue. West on Wildwood Avenue to Daniel Road. West on Daniel Road to North Brown Street and West City Limit. North along West City Limit to West North Street. East on West North Street to North West Avenue. South on North West Avenue to West Ganson Street. East on West Ganson Street to Steward Avenue, the place of beginning.

Ward 4 Precinct 3

Starting at the intersection of West Michigan Avenue and Fourth Street. South on Fourth Street to West Franklin Street. West on West Franklin Street to Seventh Street. South on Seventh Street to Carlton Boulevard. West on Carlton Boulevard to South Brown Street and West City Limit. North on South Brown Street and West City Limit to Daniel Street. East on Daniel Street to Wildwood Avenue. East on Wildwood Avenue to North Wisner Street. South on Wisner Street to West Michigan Avenue. East on West Michigan Avenue to Fourth Street, the place of beginning.

WARD 5

Starting at the intersection of West North Street and Cooper Street. South on Cooper Street to intersection of Cooper Street and North Francis Street. South on North Francis Street to Ganson Street. East on East Ganson Street to Cooper Street. South on Cooper to East Morrell Street. West on East Morrell Street to Fourth Street. North on Fourth Street to West Michigan Avenue. East on West Michigan Avenue to Lydia Street. North on Lydia to Wildwood Avenue. East on Wildwood Avenue to Steward Avenue. North on Steward Avenue to West North Street. East on West North Street to Cooper Street, the place of beginning.

Ward 5 Precinct 1

Starting at the intersection of East Franklin Street and Cooper Street. South on South Cooper Street to East Morrell Street. West on East Morrell Street to First Street. North on First Street to West Franklin Street. East on West Franklin Street to South Cooper Street, the place of beginning.

Ward 5 Precinct 2

Starting at the intersection of East Michigan Avenue and Cooper Street. South on South Cooper Street to East Franklin Street. West on East Franklin Street to First Street. South on First Street to West Morrell Street. West on West Morrell Street to Fourth Street. North on Fourth Street to West Michigan Avenue. East on West Michigan Avenue to Lydia Street. North on Lydia Street to Wildwood Avenue. East on Wildwood Avenue to Louis Glick Highway. East on Louis Glick Highway to East Michigan Avenue. East on East Michigan to South Cooper Street, the place of beginning.

Ward 5 Precinct 3

Starting at the intersection of North Street and Cooper Street. South on Cooper Street to intersection of Cooper Street and North Francis Street. South on North Francis Street to Ganson Street. East on East Ganson Street to Cooper Street. South on Cooper Street to East Michigan Avenue. West on East Michigan Avenue to Louis Glick Highway. West on Louis Glick Highway to Wildwood Avenue. West on Wildwood Avenue to Steward Avenue. North on Steward Avenue to North Street. East on North Street to Cooper Street, the place of beginning.

WARD 6

Starting at the intersection of South Brown Street (West City Limit) and Carlton Boulevard. East on Carlton Boulevard to Seventh Street. North on Seventh Street to West Franklin Street. East on West Franklin Street to Fourth Street. South on Fourth Street to West Morrell Street. East on West Morrell Street to First Street. South on First Street to West High Street. West on West High Street to Fourth Street. South on Fourth Street to West Prospect Street. East on West Prospect Street to Goodrich Street. South on Goodrich Street to West South Street. East on West South Street to South Jackson Street. South on South Jackson Street and continuing south along City Limits and the boundary of Ella Sharp Park to point of intersection with South Brown Street extended. Continue North along west line of City Limits and South Brown Street to Carlton Boulevard, the place of beginning.

Ward 6 Precinct 1

Starting at the intersection of South Brown Street and Carlton Boulevard, East on Carlton Boulevard to South West Avenue. South on South West Avenue to Briarcliff Road. West on Briarcliff Road to Dale Road. West on Dale Road to Glen Drive. North on Glen Drive to Kibby Road. Southwestly on

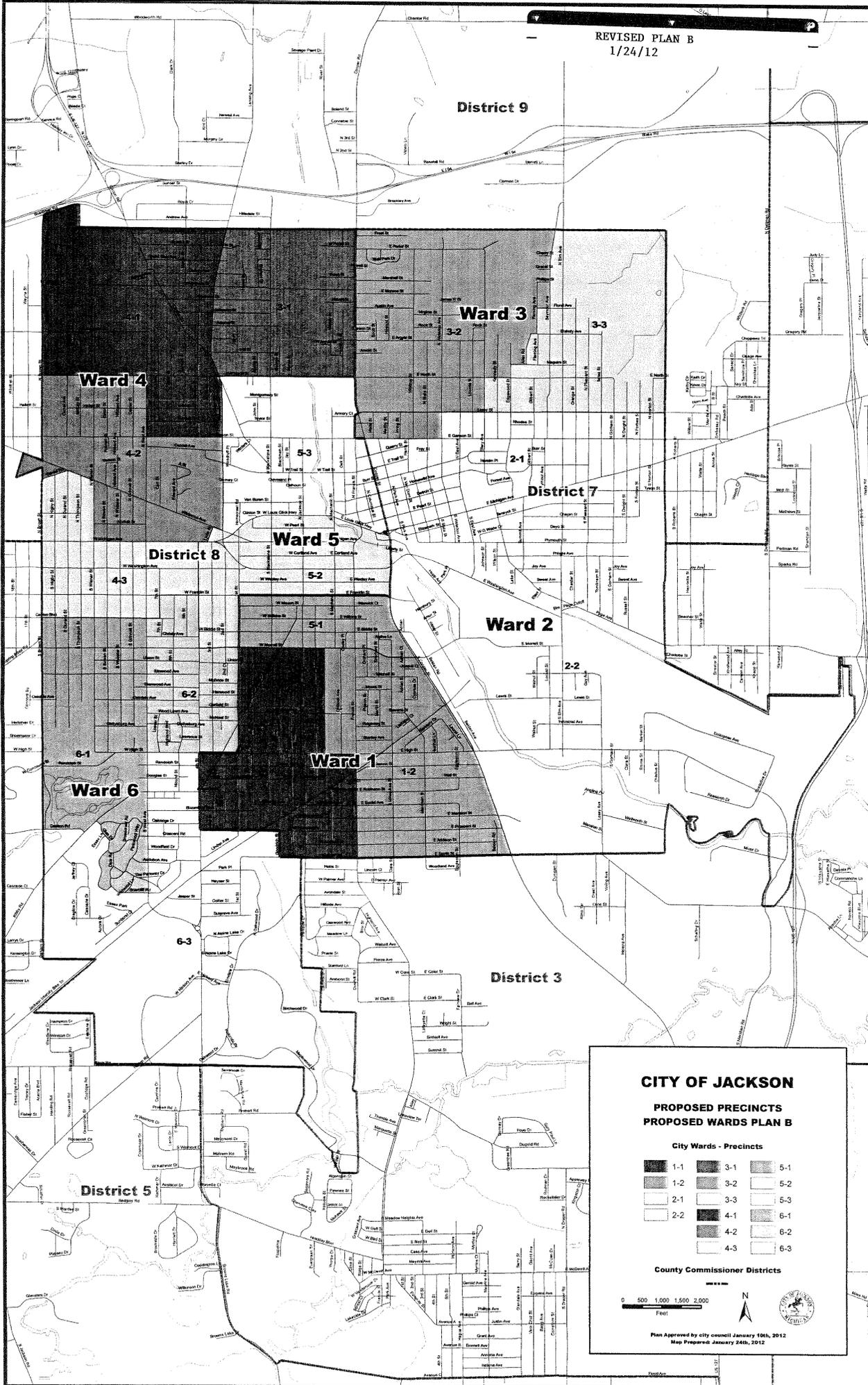
Kibby Road to Denton Road. West on Denton Road to South Brown Street (City Limit). North on South Brown Street to Carlton Boulevard, the place of beginning.

Ward 6 Precinct 2

Starting at the intersection of West Franklin Street and Fourth Street. South on Fourth Street to West Morrell Street. East on West Morrell to First Street. South on First Street to West High Street. West on West High Street to South West Avenue. North on South West Avenue to Carlton Boulevard. East on Carlton Boulevard to Seventh Street. North on Seventh Street to West Franklin Street. East on West Franklin Street to Fourth Street, the place of beginning.

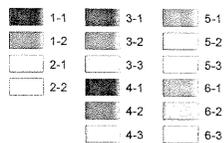
Ward 6 Precinct 3

Starting at the intersection of West High Street and Fourth Street. South on Fourth Street to West Prospect Street. East on West Prospect Street to Goodrich Street. South on Goodrich Street to West South Street. East on West South Street to South Jackson Street. South on South Jackson Street and continuing south along City Limits and the boundary of Ella Sharp Park to point of intersection with South Brown Street extended. Continue North on South Brown Street extended to Denton Road. East on Denton Road to Kibby Road. North on Kibby Road to Glen Drive. South on Glen Drive to Dale Road. At Dale Road continue east along Dale Road to Briarcliff Drive. East on Briarcliff Road to South West Avenue. North on South West Avenue to West High Street. East on West High Street to Fourth Street, the place of beginning.



CITY OF JACKSON
PROPOSED PRECINCTS
PROPOSED WARDS PLAN B

City Wards - Precincts



County Commissioner Districts



Plan Approved by city council January 10th, 2012
Map Prepared January 24th, 2012



Department of Community Development

Building a Stronger Community

161 W. Michigan Avenue • Jackson, MI 49201-1303
Telephone (517) 788-4060 • Facsimile (517) 780-4781

CITY COUNCIL MEETING

February 7, 2012
New Business

TO: Honorable Mayor and City Councilmembers

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

SUBJECT: Preliminary Allocation of Community Development Block Grant (CDBG) and HOME Investment Partnerships Program Funds for Fiscal Year 2012-2013

MOTION

- 1) Receive report and preliminary funding recommendation from Councilmember Frounfelker;
- 2) Approve preliminary funding recommendation.

On November 29, 2011, City Council adopted a Timetable for the 2012-2013 Community Development Block Grant (CDBG) and HOME Investment Partnerships Program (HOME). The Timetable included the February 7, 2012 City Council meeting for Council to make its preliminary allocation decisions for CDBG and HOME Program funds for fiscal year 2012-2013.

In mid-December 2011, HUD released preliminary formula allocations to allow entitlement communities such as the City of Jackson time to plan for budget reductions. On February 1, 2012, HUD published actual formula allocations which City Council should use to establish its preliminary allocations at the local level:

CDBG

December 2011: \$1,150,997 formula allocation (estimated) + \$75,000 program income = \$1,225,997
February 2012: \$1,147,952 formula allocation (actual) + \$75,000 program income = \$1,222,952

HOME

December 2011: \$259,988 formula allocation (estimated)
February 2012: \$262,391 formula allocation (actual)

As part of the City's application process to receive CDBG and HOME funds, City Council makes preliminary funding allocations in February for much the same reason HUD releases preliminary information. It not only allows entities who applied for funding to plan accordingly, it also provides the Community Development Department with direction to complete the Annual Action Plan. In March 2012, City Council will receive a draft Action Plan which will, among other elemental requirements, delineate how the City plans to utilize its CDBG and HOME grant funds in the upcoming fiscal year, which begins July 1. The Action Plan is then made available in various locations and formats for public review and comment for a period of 30 days.

At the end of the 30 day comment period, City Council will make its final funding allocations, The Action Plan will be finalized and prepared for submission to HUD by mid-May 2012. Council should keep in mind the City's Citizen Participation Plan places a limit on changes between the preliminary and final allocation process to no more than 10% of the grant amount between funded activities; activities may not be added or deleted at this stage, either. Doing so will trigger the requirement of writing a substantial amendment and allowing for another 30 day public comment period, which would create a significant delay (six weeks or more) in submitting the Annual Action Plan to HUD and for the City to receive its funding by July 1.



CITY COUNCIL MEETING
February 7, 2012
New Business

Termination of Intergovernmental Agreement
Parks and Recreation
City of Jackson/Jackson County

MEMO TO: Martin J. Griffin, Mayor
Members of the City Council

FROM: Laurence Shaffer, City Manager

DATE: February 2, 2012

SUBJECT: Termination of Parks and Recreation Intergovernmental Agreement –
City/County

Consistent with the recommendations made by the City of Jackson, Parks and Recreation Commission and the Ella W. Sharp Park Board of Trustees at meetings conducted on February 2, 2012, allow me to recommend that the City Council adopt the following motion:

The City Council hereby authorizes the Mayor to formally notify Jackson County of its intention to terminate the Intergovernmental Agreement, dated June 23, 2010, in accordance with Paragraph 7 of said agreement, which states in part, "...the Agreement may be terminated by either party, for any reason, upon sixty (60) days written notice to the other party following formal action of the governing body.....". The date of termination shall be April 9, 2012.

On February 2, 2012, the Ella W. Sharp Board of Trustees voted 5-0 to recommend the termination of the Intergovernmental Agreement to the City Council. On the same day, the City of Jackson, Parks and Recreation Commission voted 7-0 to recommend to the City Council that the Intergovernmental Agreement be terminated. Both recommendations came after a presentation by the City Manager recommending said action. On January 18, 2012, a meeting of the joint City/County Parks and Recreation Oversight Committee heard a recommendation by the City Manager to terminate said agreement.

The Intergovernmental Agreement between the City of Jackson and Jackson County led to certain successes. Joint purchasing, equipment sharing, joint training initiatives and some collaboration on programming worked to the benefit of each participating entity. However, the dramatic imbalance between the financial commitment of the City of Jackson and Jackson County for recreation spoke to the lack of shared values for recreational services. For the FY

2011-2012, the City of Jackson funded parks and recreation activities out of the General Fund in the approximate amount of \$1,382,071.00, which does not include Ella Sharp Park budget. The County budget this year is approximately \$600,000.00. Comparing the effort for capital improvements, the City is committed to \$400,000.00 in capital improvements and the County approximately \$40,000.00. In my opinion, those efforts should be balanced if a long term merger of parks and recreation is to be successful.

The Department of Treasury recently notified the City and County that the request to fund a grant to further study collaboration and to create a plan for a more comprehensive merger was denied. There is no correlation between the action being recommended here and that grant denial. The city has been informed that all grants were funded by the Department of Treasury at 50 percent. The City/County proposal included a local match of 25 percent. Consequently, there is no relationship between the Department of Treasury turning down the grant request and the action proposed to terminate.

The City Council may wish to signal continued support of other initiatives to collaborate with Jackson County on efforts that share both benefits and expense to the mutual benefit of the citizens we serve. The City Council may also wish to signal that a continued relationship with the County to share recreation/parks equipment, participate in joint purchasing, and job training and collaboration on marketing programs is encouraged. Finally, I hope that the City Council will join me in formally acknowledging the efforts of Brandon Ransom and Kelli Hoover to make this partnership work notwithstanding the structural impediments to success. Thank you.

LS:skh

Attachments



City Manager's Office

161 W. Michigan Ave. • Jackson, MI 49201-1303
(517) 788-4035 • Facsimile (517) 768-5820

City of Jackson
Parks and Recreation Commission
Ella Sharp Park Board of Trustees

February 2, 2012

MEMO TO: Michelle Woods, Chair; Parks and Recreation Commission
Members of the Parks and Recreation Commission

Gerald F. Rand, Chair; Ella W. Sharp Park Board of Trustees
Trustees of the Ella W. Sharp Park Board

FROM: Laurence Shaffer, City Manager *Laurence Shaffer*

DATE: February 2, 2012

SUBJECT: City and County Agreement – Joint Parks and Recreation

Allow me to recommend that the Parks and Recreation Commission and the Ella W. Sharp Park Board of Trustees adopt the following motion:

The (Parks and Recreation Commission) (Ella W. Sharp Park Board of Trustees) recommends that the City Council terminate the intergovernmental agreement between the City and the County for parks and recreation service effective April 9, 2012.

With the goal of enhancing parks and recreation services for the citizens of the City of Jackson and the Jackson County, the City and the County entered into a two year agreement to cooperate on parks and recreation services for two years with an expiration date of June 30, 2012. A committee made up of representatives of both the city and the county has met periodically to evaluate the progress of the agreement. The agreement calls for joint management of the city and county parks and recreation departments along with the sharing of a host of administrative activities to include joint golf course management, joint purchasing, equipment sharing, joint training support, and collaboration on recreational programs. The two individuals responsible for managing the joint Parks and Recreation Department have done an excellent job, and the efforts to share the administration responsibilities have generally been successful. I appreciate and congratulate Brandon Ransom and Kelli Hoover for a job well done.

However, the imbalance that existed between the financial commitment of the city and county persists, and that imbalance speaks to a dramatic difference between the two entities in terms of vision and commitment to a countywide joint effort. The City of Jackson has a long and storied history of extensive commitment to providing its citizens deep and comprehensive program offerings. That city commitment is evidenced by the \$1,300,000.00 in general fund operational support of parks and recreation as

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February 2, 2012

compared to \$600,000.00 by the County for the FY 2011-2012. In the Capital Improvement Fund, the city supported parks and recreation to the amount of \$400,000.00 as compared to the County of \$40,000.00.

The City of Jackson Parks and Recreation Board and the Ella W. Sharp Park Board of Trustees may wish to indicate their continued wish to cooperate with Jackson County with those elements of the agreement that have been successful to include joint purchasing, equipment sharing, joint staff training, and collaboration on marketing. Also, each entity should extend its appreciation to Brandon Ransom and Kelli Hoover for a job well done.

LS:skh

Attachment

INTERGOVERNMENTAL AGREEMENT

This Agreement (the "Agreement") made this 23rd day of June, 2010, by and between **The County of Jackson**, a Michigan municipal corporation, of 120 W. Michigan Ave, Jackson, Michigan 49201 (the "County"), and the **City of Jackson**, a Michigan municipal corporation, of 161 W. Michigan Ave., Jackson, Michigan 49201 (the "City").

RECITALS

- A. Pursuant to the *Urban Cooperation Act* and the *Intergovernmental Transfers of Functions and Responsibilities Act*, being Public Act No. 7 and No. 8, respectively, of the Public Acts of 1967, as amended, MCL 125.501 *et seq.*, the parties may make intergovernmental agreements to provide for municipal services including the transfer of functions or responsibilities to one another upon consent of each of the political subdivisions involved; and
- B. The parties desire to enter into the Agreement for the purpose of outlining the terms and conditions under which certain services will be provided to one another.

TERMS AND CONDITIONS

NOW, THEREFORE, in exchange for consideration referred to in the Agreement, the parties agree as follows:

1. **Services.** The following services and/or transfer of functions and responsibilities shall be provided:
 - a. The Director of the Jackson County Parks (the "Parks Director") shall also assume the role of the Director of the City of Jackson Parks and Recreation Department and shall be responsible for overseeing those areas that have been historically overseen by the Director of each of the respective departments pursuant to job descriptions to be provided by the County.
 - b. The Deputy Director of the City of Jackson Parks and Recreation Department (the "Deputy Director") shall also assume the role of deputy director of the Jackson County Parks and shall be responsible for assisting the Parks Director pursuant to a job description to be provided by the City.
 - c. The Golf Professional for the City of Jackson (the "Golf Professional") shall also assume the role of the golf professional for the County. The Golf Professional shall be responsible for overseeing the operation of

the golf courses, including miniature golf, driving ranges, and golf learning centers currently operated by the City and the County pursuant to a job description to be provided by the City.

2. **Costs.** All of the costs, including, but not limited to, compensation, federal and state payroll taxes, retirement plan contributions, health insurance, worker's compensation insurance, unemployment taxes, vehicles, communications systems and equipment, and other general expenses associated with each of the positions (the "Costs") shall be paid as follows:
 - a. The Costs for the services of the Golf Professional and the Deputy Director shall be borne solely by the City and they each shall continue to be an employee of the City.
 - b. The Costs for the services of the Parks Director shall be borne solely by the County and he or she shall continue to be an employee of the County.
3. **Property and Equipment.** Unless otherwise agreed in writing by the City and the County, all property, equipment and other assets used in conjunction with the performance of the services provided in the Agreement shall continue to be owned by the party that owned such property and equipment immediately prior to the Effective Date of the Agreement and upon termination of the Agreement, neither party shall have any claim to the property, equipment or other assets owned by the other.
4. **Effective Date.** The effective date of the Agreement shall be July 1, 2010 unless otherwise mutually agreed by the parties in writing (the "Effective Date").
5. **Term of the Agreement.** The term of the Agreement shall commence on the Effective Date and shall continue for twenty four (24) months thereafter, unless sooner terminated as hereinafter provided.
6. **Conditions Precedent.** The validity of the Agreement shall be conditioned upon the following:
 - a. The Agreement being approved by concurrent resolution of the governing body of the County and the City prior to the Effective Date.
 - b. The terms and conditions of the Agreement being entered in the respective minutes of the governing bodies for the meeting approving the Agreement.
 - c. A fully executed copy of the Agreement is filed with the Secretary of State for the State of Michigan, the County Clerk and the City Clerk prior to the Effective Date.
7. **Termination of Agreement.** Anything contained herein to the contrary notwithstanding, the Agreement may be terminated by either party, for any reason, upon sixty (60) days written notice to the other party following formal

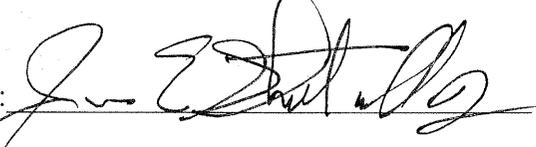
action of the governing body of the terminating party authorizing the termination of the Agreement. Upon termination of the Agreement, the terms and conditions of the Agreement shall be null and void with the exception of the indemnification provisions of paragraph 8 which shall survive the termination of the Agreement. Upon termination of the Agreement by other than the expiration of the twenty four month term, written notice of the termination shall be provided to the County Clerk and the City Clerk.

8. **Indemnification.** To the extent not otherwise prohibited by law, each party shall hold the other party (including for purposes of this paragraph, their officers and employees) harmless, indemnify them for, and defend them (with legal counsel reasonably acceptable to them) against any cause of action, claim, damage, accident, injury or liability that may arise as a result of the transfer of services, functions or responsibilities as contemplated in the Agreement.
9. **Remedies.** The parties reserve all rights to pursue any matter that may be subject to dispute by the parties in any court of competent jurisdiction or by other available legal means.
10. **Entire Agreement.** This is the entire agreement between the parties regarding its subject matter and it supersedes and replaces all prior and contemporaneous agreements. It may not be amended except in writing signed by both of the parties hereto. The headings in the Agreement are for convenience only, and shall not be considered as a part of the Agreement but the Recitals are an integral part of the Agreement.
11. **Governing Law.** The terms and conditions of the Agreement shall be governed by the laws of the State of Michigan.
12. **Notices.** Any written notice required or permitted in the Agreement shall be given by first class mail addressed to County Administrator, on behalf of the County, and the City Manager, on behalf of the City, at the address of that party first written above.
13. **Governmental Immunity.** Nothing in the Agreement shall be construed as a waiver of governmental immunity or other defenses to liability of either party or any officer or employee of either party.
14. **No Creation of Legal Entity.** The Agreement does not create a separate legal entity, a public body corporate, or a joint venture.

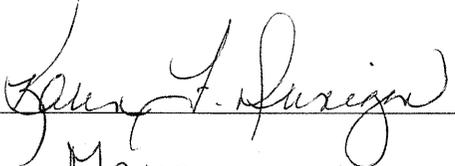
15. **Federal, State or Other Grants.** Any grants from Federal, State, or other public or private sources to either the County or the City in conjunction with the services, functions or responsibilities contemplated in the Agreement shall be retained by the party receiving the grant free of any claim by the other party.

IN WITNESS WHEREOF, each of the parties has caused the Agreement to be executed as of the date first written above, pursuant to a resolution of its governing body.

THE COUNTY OF JACKSON

By: 
Its: CHAIRMAN, BOARD OF COMMISSIONERS

THE CITY OF JACKSON

By: 
Its: MAYOR

Prepared By:

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