



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

AGENDA – CITY COUNCIL MEETING

May 25, 2010

7:00 p.m.

1. **Call to Order.**
2. **Pledge of Allegiance** – Invocation by Robert B. Howe, 2nd 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 May 11, 2010, and special meeting minutes for May 11, and May 19, 2010.
 - B. Approval of the payment of the Region 2 Planning Commission invoice in the amount of \$603.87, for planning services for the month of April 2010, in accordance with the recommendation of the City Manager.
 - C. Approval of City license renewals for the year ending April 30, 2011, in accordance with the recommendation of the City Clerk.
 - D. Approval of the request from the Ella Sharp Museum Association for authorization for a temporary outdoor service and temporary additional bar permit on Saturday, June 12, 2010, at 3225 Fourth Street, to conduct their annual Art & Wine Festival. (Recommended approval received from the Police, Fire, Public Services, and Parks/Forestry Departments. Proper insurance coverage received.)
 - E. Approval of the request from the Calvary Apostolic Church to conduct their 5th annual Crusade in the Park in Loomis Park on Saturday, June 5, 2010, from noon until 3:00 p.m., with set-up beginning at 8:00 a.m. (Recommended approval received from the Police, Fire and Parks/Forestry Departments. Insurance coverage received and approved.)
 - F. Approval of the request from the Crazy Cowboy, LLC, to hold a NASCAR Race event June 11-13, 2010, and to close Mechanic Street from Cortland Street to Washington Avenue, beginning at 3:00 p.m. on Friday, June 11th through 3:00 a.m. on Sunday, June 13th. The City Engineering Department is requesting reimbursement (\$323.13 estimate) for any and all costs incurred by the Engineering Department for this event. (Recommended approval received from the Police, Fire, and Traffic Engineering Departments and the Downtown Development Authority. Contingent upon receipt of proper insurance coverage. Insurance company requires purchase of non-refundable special event insurance.)

- G. Approval of the request from the Crazy Cowboy, LLC, to hold a Big Truck event on June 12, 2010, and to close the southeast portion of Lot 8, Mechanic Street from Michigan Avenue to Washington Avenue, and Cortland from west of the Lot 8 entrance to the alley east of the Town Bar. (Recommended approval received from the Police, Fire, and Traffic Engineering Departments and the Downtown Development Authority. Contingent upon receipt of proper insurance coverage. Insurance company requires purchase of non-refundable special event insurance.)
- H. Approval of the request from the Crazy Cowboy, LLC, to hold a NASCAR Race event August 13-15, 2010, and to close Mechanic Street from Cortland Street to Washington Avenue, beginning at 3:00 p.m. on Friday, August 13th through 3:00 a.m. on Sunday, August 15th. The City Engineering Department is requesting reimbursement (\$323.13 estimate) for any and all costs incurred by the Engineering Department for this event. (Recommended approval received from the Police, Fire, and Traffic Engineering Departments and the Downtown Development Authority. Contingent upon receipt of proper insurance coverage. Insurance company requires purchase of non-refundable special event insurance.)
- I. Approval of the request from The Crazy Cowboy, LLC, for authorization for temporary added space on June 11, 12, 13, and August 13, 14, and 15, 2010, for a series of events. (Contingent upon receipt of proper insurance coverage.)
- J. Approval of the request from the Recreation Department to close the following streets within Ella Sharp Park on June 12, 2010, for the Jackson Iron Kids Triathlon (7:00 a.m. until 8:30 a.m.) and August 7, 2010, for the Tin Man Triathlon (7:00 a.m. until 8:30 a.m.): Oakwood at Maplewood Dr., Maplewood Dr. at Birchwood, Birchwood at Elmdale Dr., and E. Hickory at Elmdale Dr. (Recommended approval received from the Police, Fire, and Traffic Engineering Departments.)
- K. Approval of the request from the Downtown Development Authority to hold "Jammin' in Jackson" on Thursday evenings on June 10, June 24, July 8, July 22, August 5, August 26, 2010, at Bucky Harris Park, beginning at 4:30 p.m. (Recommended approval received from the Police, Fire, Traffic Engineering, Public Works and Parks/Forestry Departments and the Downtown Development Authority. City insurance coverage is in place.)
- L. Approval of the request from the Downtown Development Authority to hold K105.3's Summer Idol, Downtown Jackson at the Riverwalk Amphitheater on Wednesday, June 23, 2010, beginning at 6:00 p.m. (Recommended approval received from the Police, Fire, Traffic Engineering, Public Services and Parks/Forestry Departments and the Downtown Development Authority. City insurance coverage is in place.)
- M. Consideration of the request to approve the bid award to At-A-Moments Notice, in the amount of \$19,343.00, for the owner-occupied Community Development rehabilitation project located at 1100 Pringle, in accordance with the recommendation of the Community Development Director.
- N. Receipt of CDBG Financial Summary Report through April 30, 2010.
- O. Receipt of the Dangerous Building Report through April 30, 2010
- P. Receipt of petition filed by Target Corporation with the Michigan Tax Tribunal and referral to the City Assessor and City Attorney for appropriate action.
- *Q. Approval and authorization for the Mayor and City Clerk to execute purchase agreements for seven properties per the terms of the Neighborhood Stabilization Program grant awarded, April 28, 2009, and amended February 8, 2010.

8. **Committee Reports.**
 - A. Receipt of the Finance Committee report.
9. **Appointments.**
 - A. Approval of the Mayor's recommendation to reappoint Philip Hones and Mayor Karen F. Dunigan to the Local Development Finance Authority/Brownfield Redevelopment Authority for a four-year term each, beginning June 4, 2010, and ending June 3, 2014.
 - B. Approval of the Mayor's recommendation to reappoint Philip Hones to the City of Jackson Building Authority for a three-year term, beginning July 1, 2010, and ending June 30, 2013.
10. **Public Hearing.**
 - A. Public hearing on the Tony Pinson, M.D., appeal of the Historic District Commission's decision denying his request to demolish part of the building located on the property at 744 W. Michigan Avenue.
 1. Consideration of Dr. Tony Pinson's appeal of the Historic District Commission's decision.
 - B. Public hearing of necessity for street construction on North Street from Lansing Avenue to Cooper Street.
 1. Resolution ordering the construction and preparation of the Special Assessment Roll.
 - C. Public hearing to consider the application for a United States Environmental Protection Agency (USEPA) Brownfield Area-Wide Planning Pilot Program Grant in the amount of \$175,000.00, for Brownfield Area-Wide Planning.
 1. Resolution authorizing the Community Development Department to submit an application to the USEPA.
11. **Resolutions.**
 - A. Formal action regarding the proposed fiscal year 2010-2011 annual budget:
 1. Resolution adopting the fiscal year 2010-2011 annual budget providing appropriations for various funds (except for the CDBG funds which are adopted separately), amending the current fiscal year 2009-2010 budget to those amounts projected, and ordering a tax levy.
12. **Ordinances.**
13. **Other Business.**
 - A. Consideration of the request received April 20, 2010, from the Downtown Development Authority for an allocation of \$25,000.00 for Fiscal Year 2010-2011 for continued downtown development. (Item postponed and referred to the Finance Committee at the April 27, 2010, City Council meeting. Finance Committee recommends approval of \$24,000.00 to be taken from various funds as stated in their report.)
 - B. Consideration of the request to approve the low bid award to West Shore Fire, Inc., Allendale, in the amount of \$135,798.00, for the purchase of new self-contained breathing apparatus, in accordance with the recommendation of the Fire Chief. (Postponed at the May 11, 2010, City Council meeting.)
14. **New Business.**
 - A. Consideration of the Downtown Development Authority Fiscal Year 2010-2011 Operation and TIF budgets.

- B. Consideration of the request to issue a purchase order to the Jackson County Road Commission at a total price per ton of \$41.78, (total of \$167,120.00) for the purchase of 4,000 tons of road salt for the 2010-11 State Trunklines, and major and local City streets, in accordance with the recommendation of the City Engineer.
- C. Consideration of the request to approve the contract award to Quinn Evans Architects, Ann Arbor, at their not-to-exceed cost of \$57,888.00 for the Jackson Rail Passenger Station Development Study, and authorization for the Mayor and City Clerk to execute the appropriate document(s), in accordance with the recommendation of the Michigan Department of Transportation, and the City Engineer.
- D. Consideration of the establishment of a Downtown Development Authority (DDA) District as a Redevelopment District/Project area, as provided in PA501 of 2006, and authorization City Clerk and City Assessor to sign the required affidavit indicating the level of investment within the proposed Redevelopment District/Project area exceeds \$200,000.00.
 - 1. Resolution designating the DDA district as the Development District and area for purposes of the Redevelopment Project Area and Development District Liquor Licenses as authorized by MCL 436.1521a.

15. **City Councilmembers' Comments.**

16. **Manager's Comments.**

17. **Adjournment.**

*Item added, deleted or changed.

JACKSON CITY COUNCIL MEETING

MINUTES

MAY 11, 2010

CALL TO ORDER.

The Jackson City Council met in regular session in City Hall and was called to order at 7:02 p.m. by Mayor Karen F. Dunigan.

PLEDGE OF ALLEGIANCE – INVOCATION.

The Council joined in the pledge of allegiance. The invocation was given by Councilmember Polaczyk. Mayor Dunigan introduced Frank Weathers, Deputy to the City Manager, sitting in on the meeting tonight.

ROLL CALL.

Present: Mayor Karen F. Dunigan and Councilmembers Carl L. Breeding, Robert B. Howe, Daniel P. Greer, Kenneth E. Gaiser, Andrew R. Frounfelker and John R. Polaczyk—7. Absent: none.

Also Present: Deputy to the City Manager Frank Weathers, City Attorney Julius A. Giglio and City Clerk Lynn Fessel.

AGENDA.

Motion was made by Councilmember Polaczyk and seconded by Councilmember Greer to adopt the agenda. The motion was adopted by the following vote. Yeas: Mayor Dunigan and Councilmembers Breeding, Howe, Greer, Gaiser, Frounfelker and Polaczyk—7. Nays: 0. Absent: 0.

CITIZEN COMMENTS.

George Brown and Michelle Woods both spoke in support of retaining Frank Weathers as Deputy to the City Manager and as Human Relations Commission staff.

Rachel Buchanan asked the Council to support the request from Spring Arbor University Radio (HOME.fm) to use Bucky Harris Park for their 5th birthday party on May 18.

Donna Blake and Mike Way both asked Council to allocate \$25,000 to the Downtown Development Authority.

PRESENTATIONS/PROCLAMATIONS.

None.

CONSENT CALENDAR.

Motion was made by Councilmember Greer and seconded by Councilmember Polaczyk to approve the following Consent Calendar. The motion was adopted by the following vote. Yeas: Mayor Dunigan and Councilmembers Breeding, Howe, Greer, Gaiser, Frounfelker and Polaczyk—7. Nays: 0. Absent: 0.

Consent Calendar

- A. Approval of the minutes of the regular City Council meeting of April 27, 2010.
- B. Approval of City license renewals for the year ending April 30, 2011, in accordance with the recommendation of the City Clerk.
- C. Approval of the request from The Sierra Club to hold their “Beyond Coal” rally and press conference at the Riverwalk Amphitheater on Friday, May 21, 2010, beginning at 9:30 a.m. (event time 10:30 a.m.) (Approval recommended by the Police, Fire and Parks/Forestry Departments, and the Downtown Development Authority. Proper insurance coverage received.)
- D. Approval of the request from the Jackson County Veterans Council to: (1) conduct their annual Memorial Day Parade, with police assistance, and memorial service in Mount Evergreen Cemetery on Monday, May 31, 2010, (2) to close requested streets at 9:15 a.m., and (3) request a contribution of \$250.00. (Recommended approval received from the Police, Fire, Traffic Engineering, Public Services, and Parks/Forestry Departments, and the Downtown Development Authority. Hold Harmless Agreement executed in lieu of insurance coverage.)
- E. Approval of the request from Jackson County Parks to close Brown Street at Randolph Street and Brown Street at Denton Road at 12:00 p.m., Saturday, May 29, Saturday, July 3 and, Saturday, September 4, 2010 (rain dates, May 30, July 5 and September 5, respectively), to conduct the 2010 Fireworks Display at Cascade Falls Park, with police assistance. (Recommended approval received from the Police, Fire and Traffic Engineering Departments. Proper insurance coverage received.)
- F. Approval of the request from the American Cancer Society to conduct the Relay for Life beginning on Friday, August 6, 2010, at 6:00 p.m., and concluding on Saturday, August 7, 2010, at 6:00 p.m., and to close Randolph Boulevard between Brown and High Streets, and northbound Brown Street from Denton Road to Randolph Boulevard with Class 3 barricades. (Recommended approval received from the Police, Fire, Traffic Engineering, and Public Services Departments. Insurance coverage received and approved.)
- G. Approval of the request from the HIV/AIDS Resource Center (HARC) to conduct their 5K Aids Walk Michigan on Saturday, September 25, 2010 at 9:00 a.m., on city sidewalks, beginning and ending at the Riverwalk Amphitheater. (Recommended approval received from the Police, Fire, Traffic Engineering and Parks/Forestry Departments and the Downtown Development Authority. Proper insurance coverage received.)
- H. Approval of the request from Spring Arbor University Radio (HOME.fm) to hold their 5th Birthday Party at Bucky Harris Park on Tuesday, May 18, 2010, from 11:00 a.m. to 2:00 p.m. (Approval recommended by the Police, Fire, Traffic Engineering, and Parks/Forestry Departments, and the Downtown Development Authority. Proper insurance coverage received.)

- I. Approval of Traffic Control Order No. (TCO) 2061, regarding the installation of “Autistic Child Area” signs on Gilbert Street between Leroy and Ganson Streets.
- J. Receipt of the City Engineer’s report for street construction on North Street from Lansing Avenue to Cooper Street, and establishment of May 25, 2010, at the City Council meeting as the time and place to hold a public hearing of necessity.
- K. Establishment of the May 25, 2010, City Council meeting as the time and place to hold a public hearing to consider the application for a United States Environmental Protection Agency (USEPA) Brownfield Area-Wide Planning Pilot Program Grant.

COMMITTEE REPORTS.

A. RECEIPT OF THE CITY AFFAIRS COMMITTEE REPORT.

Motion was made by Councilmember Greer and seconded by Councilmember Polaczyk to receive the report. The motion was adopted by the following vote. Yeas: Mayor Dunigan and Councilmembers Breeding, Howe, Greer, Gaiser, Frounfelker and Polaczyk—7. Nays: 0. Absent: 0.

APPOINTMENTS.

None.

PUBLIC HEARINGS.

A. PUBLIC HEARING ON AN APPLICATION FOR AN INDUSTRIAL FACILITIES EXEMPTION CERTIFICATE (IFEC) FILED BY AMERICAN TOOLING CENTER, INC., AT 1150 S. ELM STREET.

Mayor Dunigan opened the public hearing. Gary Gizinski, Vice-president and Treasurer, American Tooling Center and John Basso, owner, Diversified Tooling Group, explained the company’s operations and thanked the Council for their support. The Mayor closed the public hearing.

1. RESOLUTION APPROVING THE APPLICATION. (CTIY AFFAIRS COMMITTEE RECOMMENDS APPROVAL.)

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 Dunigan and Councilmembers Breeding, Howe, Greer, Gaiser, Frounfelker and Polaczyk—7. Nays: 0. Absent: 0.

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

Motion was made by Councilmember Greer and seconded by Councilmember Frounfelker to recess as a City Council and convene as a Board of Review. The motion was adopted by the following vote. Yeas: Mayor Dunigan and Councilmembers Breeding, Howe, Greer, Gaiser, Frounfelker and Polaczyk—7. Nays: 0. Absent: 0.

B. PUBLIC HEARING ON SPECIAL ASSESSMENT ROLL NO. 4189 FOR DELINQUENT MISCELLANEOUS GENERAL FUND ACCOUNTS RECEIVABLE.

Mayor Dunigan opened the public hearing. Robert Ghent, owner of 1200 Greenwood Avenue, addressed the Council objecting to his special assessment. The Mayor closed the public hearing.

1. RESOLUTION CONFIRMING SPECIAL ASSESSMENT ROLL NO. 4189.

Motion was made by Councilmember Polaczyk and seconded by Councilmember Howe to waive Mr. Ghent's special assessment and remove it from the special assessment roll. The motion was adopted by the following vote. Yeas: Mayor Dunigan and Councilmembers Breeding, Howe, Greer, Gaiser, Frounfelker and Polaczyk—7. Nays: 0. Absent: 0.

Motion was made by Councilmember Greer and seconded by Councilmember Howe to adopt the resolution, deleting Mr. Ghent's special assessment (Stencil No. 3-2186). The motion was adopted by the following vote. Yeas: Mayor Dunigan and Councilmembers Breeding, Howe, Greer, Gaiser, Frounfelker and Polaczyk—7. Nays: 0. Absent: 0.

C. PUBLIC HEARING ON SPECIAL ASSESSMENT ROLL NO. 4190 FOR DELINQUENT MISCELLANEOUS BUILDING DEPARTMENT FUND ACCOUNTS RECEIVABLE.

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

1. RESOLUTION CONFIRMING SPECIAL ASSESSMENT ROLL NO. 4190.

Motion was made by Councilmember Greer and seconded by Councilmember Howe to adopt the resolution. The motion was adopted by the following vote. Yeas: Mayor Dunigan and Councilmembers Breeding, Howe, Greer, Gaiser, Frounfelker and Polaczyk—7. Nays: 0. Absent: 0.

D. PUBLIC HEARING ON SPECIAL ASSESSMENT ROLL NO. 4191 FOR DELINQUENT MISCELLANEOUS COMMUNITY DEVELOPMENT BLOCK GRANT FUND ACCOUNTS RECEIVABLE.

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

1. RESOLUTION CONFIRMING SPECIAL ASSESSMENT ROLL NO. 4191.

Motion was made by Councilmember Greer and seconded by Councilmember Howe to adopt the resolution. The motion was adopted by the following vote. Yeas: Mayor Dunigan and Councilmembers Breeding, Howe, Greer, Gaiser, Frounfelker and Polaczyk—7. Nays: 0. Absent: 0.

E. PUBLIC HEARING ON SPECIAL ASSESSMENT ROLL NO. 4192 FOR DELINQUENT MISCELLANEOUS WASTEWATER FUND ACCOUNTS RECEIVABLE.

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

1. RESOLUTION DELETED.

All proposed special assessments were paid, so no action was necessary.

F. PUBLIC HEARING ON SPECIAL ASSESSMENT ROLL NO. 4193 FOR DELINQUENT MISCELLANEOUS WATER FUND ACCOUNTS RECEIVABLE.

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

1. RESOLUTION CONFIRMING SPECIAL ASSESSMENT ROLL NO. 4193.

Motion was made by Councilmember Greer and seconded by Councilmember Howe to adopt the resolution. The motion was adopted by the following vote. Yeas: Mayor Dunigan and Councilmembers Breeding, Howe, Greer, Gaiser, Frounfelker and Polaczyk—7. Nays: 0. Absent: 0.

G. PUBLIC HEARING ON SPECIAL ASSESSMENT ROLL NO. 4194 FOR DELINQUENT MISCELLANEOUS PUBLIC WORKS FUND ACCOUNTS RECEIVABLE.

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

1. RESOLUTION CONFIRMING SPECIAL ASSESSMENT ROLL NO. 4194.

Motion was made by Councilmember Greer and seconded by Councilmember Howe to adopt the resolution. The motion was adopted by the following vote. Yeas: Mayor Dunigan and Councilmembers Breeding, Howe, Greer, Gaiser, Frounfelker and Polaczyk—7. Nays: 0. Absent: 0.

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

Motion was made by Councilmember Polaczyk and seconded by Councilmember Frounfelker to adjourn as a Board of Review and reconvene as a City Council. The motion was adopted by the following vote. Yeas: Mayor Dunigan and Councilmembers Breeding, Howe, Greer, Gaiser, Frounfelker and Polaczyk—7. Nays: 0. Absent: 0.

H. PUBLIC HEARING ON THE CITY'S FISCAL YEAR 2010-2011 PROPOSED BUDGET.

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

RESOLUTIONS.**A. CONSIDERATION OF A RESOLUTION AMENDING THE JACKSON POLICE DEPARTMENT BUDGET TO REFLECT RECEIPT OF AN AMERICAN RECOVERY REINVESTMENT ACT, ENERGY EFFICIENCY AND CONSERVATION MULTIPURPOSE BLOCK GRANT IN THE AMOUNT OF \$137,069.00, WHICH WILL ENABLE THE POLICE AND FIRE DEPARTMENTS TO**

REDUCE FOSSIL FUEL EMISSIONS AND TOTAL ENERGY USE WHILE IMPROVING ENERGY EFFICIENCY.

Motion was made by Councilmember Frounfelker and seconded by Councilmember Polaczyk to adopt the resolution. The motion was adopted by the following vote. Yeas: Mayor Dunigan and Councilmembers Breeding, Howe, Greer, Gaiser, Frounfelker and Polaczyk—7. Nays: 0. Absent: 0.

B. CONSIDERATION OF A RESOLUTION RENAMING JAY STREET TO UNITED WAY, PURSUANT TO THE CITY'S CODE OF ORDINANCES.

Motion was made by Councilmember Frounfelker and seconded by Councilmember Howe to adopt the resolution. The motion was adopted by the following vote. Yeas: Mayor Dunigan and Councilmembers Breeding, Howe, Greer, Gaiser, Frounfelker and Polaczyk—7. Nays: 0. Absent: 0.

ORDINANCES.

A. FINAL ADOPTION OF ORDINANCE NO. 2010.06, AMENDING CHAPTER 28, SECTION 28-32, CITY CODE, REZONING PROPERTY LOCATED AT 721 AND 723 W. FRANKLIN STREET, FROM R-2 (ONE-AND TWO-FAMILY RESIDENTIAL) TO R-6 (RESIDENTIAL AND LOW-DENSITY OFFICE). (CITY PLANNING COMMISSION AND STAFF RECOMMEND APPROVAL.)

Motion was made by Councilmember Greer and seconded by Councilmember Howe to adopt Ordinance No. 2010.06. The motion was adopted by the following vote. Yeas: Mayor Dunigan and Councilmembers Breeding, Howe, Greer, Frounfelker and Polaczyk—6. Nays: Councilmember Gaiser—1. Absent: 0.

OTHER BUSINESS.

A. CONSIDERATION OF A PROPOSED EMPLOYMENT CONTRACT WITH WARREN D. RENANDO TO SERVE AS INTERIM CITY MANAGER FOR A ONE-YEAR TERM, 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 CONTRACT.

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

B. CONSIDERATION OF THE APPOINTMENT/CONFIRMATION OF WARREN D. RENANDO TO SERVE AS INTERIM CITY MANAGER ON VARIOUS BOARDS AND COMMISSIONS UNTIL A NEW CITY MANAGER IS NAMED.

Motion was made by Councilmember Howe and seconded by Councilmember Gaiser to approve the appointment/confirmation of Warren Renando to serve on various Boards and Commissions. The motion was adopted by the following vote. Yeas: Mayor Dunigan and Councilmembers Breeding, Howe, Greer, Gaiser, Frounfelker and Polaczyk—7. Nays: 0. Absent: 0.

C. CONSIDERATION OF THE OPTIONS PROPOSED BY EDUCATION ASSOCIATES OF MICHIGAN, LLC, REGARDING THE CITY MANAGER SEARCH, AND APPROVAL OF THE PAYMENT OF AN OUTSTANDING INVOICE IN THE AMOUNT OF \$1,250.00, FULFILLING CONTRACTUAL OBLIGATIONS FOR THE CITY MANAGER SEARCH, IN ACCORDANCE WITH THE RECOMMENDATION OF THE CITY ATTORNEY.

Motion was made by Councilmember Polaczyk and seconded by Councilmember Greer to approve Option No. 2, which terminates the contractual relationship and approves payment of the invoice in the amount of \$1,250.00. The motion was adopted by the following vote. Yeas: Mayor Dunigan and Councilmembers Breeding, Howe, Greer, Gaiser, Frounfelker and Polaczyk—7. Nays: 0. Absent: 0.

NEW BUSINESS.

A. CONSIDERATION OF THE REQUEST TO AWARD A LOW BID CONTRACT TO HAMLIN GRADING AND EXCAVATING, STOCKBRIDGE, IN THE AMOUNT OF \$8.26 PER CUBIC YARD (ESTIMATED CONTRACT AMOUNT OF \$189,980.00), FOR SPENT LIME REMOVAL AT THE WATER TREATMENT PLANT, AND AUTHORIZATION FOR THE MAYOR AND CITY CLERK TO EXECUTE THE APPROPRIATE DOCUMENT(S), IN ACCORDANCE WITH THE RECOMMENDATION OF THE INTERIM WATER DIRECTOR, AND THE PURCHASING COORDINATOR.

Motion was made by Councilmember Polaczyk and seconded by Councilmember Howe to approve the request. The motion was adopted by the following vote. Yeas: Mayor Dunigan and Councilmembers Breeding, Howe, Greer, Gaiser, Frounfelker and Polaczyk—7. Nays: 0. Absent: 0.

B. CONSIDERATION OF THE FOLLOWING REQUESTS FROM THE COMMUNITY DEVELOPMENT DEPARTMENT REGARDING THE FISCAL YEAR 2010-2011 ONE-YEAR ACTION PLAN OF COMMUNITY DEVELOPMENT BLOCK GRANT (CDBG) AND HOME INVESTMENT PARTNERSHIP PROGRAM (HOME) FUNDS:

1. APPROVAL OF THE 2010-2011 ONE-YEAR ACTION PLAN;

Motion was made by Councilmember Frounfelker and seconded by Councilmember Howe to approve the 2010-2011 One-year Action Plan. The motion was adopted by the following vote. Yeas: Mayor Dunigan and Councilmembers Breeding, Howe, Greer, Gaiser, Frounfelker and Polaczyk—7. Nays: 0. Absent: 0.

2. ADOPTION OF THE RESOLUTION OF CERTIFICATIONS, AND

Motion was made by Councilmember Frounfelker and seconded by Councilmember Howe to adopt the resolution. The motion was adopted by the following vote. Yeas: Mayor Dunigan and Councilmembers Breeding, Howe, Greer, Gaiser, Frounfelker and Polaczyk—7. Nays: 0. Absent: 0.

3. AUTHORIZATION FOR THE MAYOR TO SIGN FORM SF-424, THE CERTIFICATIONS, AND ANY OTHER DOCUMENTATION REQUIRED FOR SUBMITTAL OF THE ONE-YEAR ACTION PLAN TO HUD.

Motion was made by Councilmember Frounfelker and seconded by Councilmember Polaczyk to authorize the Mayor to sign Form SF-424, the Certifications and any other documentation required for submittal. The motion was adopted by the following vote. Yeas: Mayor Dunigan and Councilmembers Breeding, Howe, Greer, Gaiser, Frounfelker and Polaczyk—7. Nays: 0. Absent: 0.

- C. CONSIDERATION OF THE REQUEST TO GIVE CITY RESIDENTS UNTIL MAY 30, 2010, TO SELECT A CITY-OWNED VACANT LOT FOR THE COMMUNITY/URBAN GARDENING PROGRAM, AND AFTER MAY 30, 2010, NON-CITY RESIDENTS MAY BE PERMITTED TO SELECT A CITY-OWNED VACANT LOT TO CULTIVATE UNDER THE COMMUNITY/URBAN GARDENING GUIDELINES.**

Motion was made by Councilmember Greer and seconded by Councilmember Howe to approve the request. The motion was adopted by the following vote. Yeas: Mayor Dunigan and Councilmembers Breeding, Howe, Greer, Gaiser, Frounfelker and Polaczyk—7. Nays: 0. Absent: 0.

- D. CONSIDERATION OF THE REQUEST TO APPROVE THE LOW BID AWARD TO WEST SHORE FIRE, INC., IN THE AMOUNT OF \$135,798.00, FOR THE PURCHASE OF NEW SELF-CONTAINED BREATHING APPARATUS, IN ACCORDANCE WITH THE RECOMMENDATION OF THE FIRE CHIEF.**

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

Motion was made by Councilmember Breeding and seconded by Councilmember Greer to postpone the motion until the next regular Council meeting. The motion was adopted by the following vote. Yeas: Mayor Dunigan and Councilmembers Breeding, Howe, Greer, Gaiser, Frounfelker and Polaczyk—7. Nays: 0. Absent: 0.

CITY COUNCILMEMBERS' COMMENTS.

Councilmember Greer complimented Frank Weathers on a job well done tonight.

Councilmember Gaiser discussed the need to educate citizens on our grass and noxious weeds ordinance and possibly place a notice in the newspaper.

Councilmember Frounfelker explained that his dissenting vote for Mr. Renando's contract was based on the salary and no incentive to end the relationship prior to one year. He will work with Mr. Renando during his term and he looks forward to what he has to offer.

Mayor Dunigan stated that special meetings will be scheduled prior to the adoption of the budget.

MANAGER'S COMMENTS.

None.

ADJOURNMENT.

No further business being presented, a motion was made by Councilmember Howe and seconded by Councilmember Polaczyk to adjourn the meeting. The motion was adopted by unanimous voice vote and the meeting adjourned at 7:38 p.m.

Lynn Fessel
City Clerk

**JACKSON CITY COUNCIL
SPECIAL MEETING MINUTES
MAY 11, 2010**

The Jackson City Council met in special session at 744 W. Michigan Avenue, Jackson Michigan, on May 11, 2010, at 6:15 p.m.

Present: Mayor Karen F. Dunigan and Councilmembers Kenneth E. Gaiser, Andrew R. Frounfelker and John R. Polaczyk--4. Absent: Councilmembers Carl L. Breeding, Robert B. Howe and Daniel P. Greer—3.

A tour of the structure at 744 W. Michigan Avenue was given to the Mayor and Councilmembers. *(At their April 27, 2010, meeting, Council received a Claim of Appeal of Historic District Commission decision regarding 744 W. Michigan Avenue and established May 25, 2010, as the date to hear the appeal before the City Council.)*

The tour and special meeting concluded at 6:34 p.m.

Lynn Fessel
City Clerk

**JACKSON CITY COUNCIL
SPECIAL MEETING
BUDGET WORKSHOP
MAY 19, 2010**

CALL TO ORDER.

The Jackson City Council met in special session in the City Council Chambers for a budget workshop. Mayor Karen F. Dunigan called the meeting to order at 7:00 p.m.

ROLL CALL.

Present: Mayor Karen F. Dunigan and Councilmembers Carl L. Breeding, Robert B. Howe, Daniel P. Greer, Kenneth E. Gaiser, Andrew R. Frounfelker and John R. Polaczyk—7.
Absent: none.

Also present: Interim City Manager Warren D. Renando, City Attorney Julius A. Giglio and City Clerk Lynn Fessel.

ADOPTION OF THE AGENDA.

Motion was made by Councilmember Polaczyk and seconded by Councilmember Howe to adopt the agenda. The motion was adopted by the following vote. Yeas: Mayor Dunigan and Councilmembers Breeding, Howe, Greer, Gaiser, Frounfelker and Polaczyk—7. Nays: 0. Absent: 0.

PROPOSED 2010-2011 BUDGET.

Using a power point presentation, Interim City Manager Renando discussed his plans for this budget and the future. His plan begins with what he would like to see accomplished in the next six weeks, six months and six years as follows:

Six Weeks

- ♠ Implement the recommendations of the water/sewer rate study
- ♠ Close 2 fire stations
- ♠ Return the Deputy Assessor and Deputy Treasurer to full-time

Six Months

- ♣ Share costs of City positions with other government agencies
- ♣ Go to the State regarding: refinance debt, change the cemetery trust, and Ella Sharp Endowment
- ♣ Use CDBG funds to staff a city planning/zoning position
- ♣ Health Care – single provider – negotiate with unions
- ♣ Consider enacting public safety
- ♣ Re-examine implementation of fire transport
- ♣ Possible merger of Old Police and Fire Pension with Act 345
- ♣ Consider closing existing pension system to non-union new hires and place them in a defined contribution plan – negotiate in future union contracts

Six Years

- ♣ Make population lose a priority
- ♣ Share Services – Parks, Police/Sheriff, Building Inspection, Fire
- ♣ Focus on user fees for services
- ♣ Reduce city staff
- ♣ Reduce city benefits

Revenue Generators

- ♣ Examine all vacant parcels in the City for potential revenue generating reuse
- ♣ Stop tearing down housing units and favor programs to fix or replace City housing
- ♣ More careful implementation of PILOTs, tax credits and tax incentives
- ♣ Enhance recruitment of companies or governmental entities that need sewer and water

The Good News

- ♣ The City's fund balance is in much better shape than cities of comparable size
- ♣ Reduction in staff through attrition instead of mandating layoffs
- ♣ City has qualified, experienced staff dedicated to serving the citizens of the City

Finance Director Phil Hones discussed income tax revenues; a question and answer period followed.

CITIZEN COMMENTS.

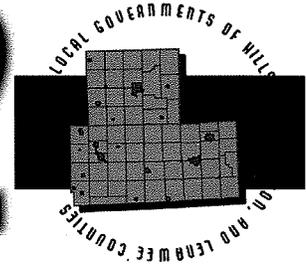
None.

ADJOURNMENT.

No further business being presented, a motion was made by Councilmember Greer and seconded by Councilmember Howe to adjourn the meeting. The motion was adopted by unanimous voice vote and the meeting adjourned at 8:03 p.m.

Lynn Fessel, City Clerk

Region 2 Planning Commission



INVOICE NO. 3083

DATE: May 11, 2010

Christopher Lewis, Interim City Manager
 City of Jackson (364 J)
 161 W. Michigan Avenue
 Jackson, MI 49201

cc: Phil Hones, CPA

DESCRIPTION		
Planning Services for April 2010		
Historic District	\$	453.13
Zoning Administration		2,342.07
Zoning Ordinance Rec/Information		3,867.34
Zoning Appeals/Variances		(5,848.84)
Metro Parks Study		(63.33)
Metro Parks Plan		(146.50)
Balance Due Region 2 Planning Commission.	\$	603.87

MEMORANDUM

Lynn Fessel, City Clerk

May 19, 2010

TO: Honorable Mayor and City Councilmembers

SUBJECT: City License Approvals for the Year Expiring April 30, 2011

City Council approval is required for the following types of business licenses:

Dry Cleaners

Taxicab Companies

The listing below represents the companies that returned renewal applications for the above types of businesses. I am requesting City Council approve these licenses at the May 25 meeting. All appropriate department approvals, insurance certificates and fees have been received.

Dry Cleaners

Winzeler Dry Cleaners
1515 W. Morrell

Taxicab Company

Colonial Transportation LLC
500 N. Francis



City Clerk

161 W. Michigan Avenue - Jackson, MI 49201
Telephone: (517) 788-4025 — Facsimile: (517) 788-4651

May 18, 2010

TO: Honorable Mayor and City Councilmembers
FROM: Angela Arnold, Deputy City Clerk *Angela Arnold*
RE: Ella Sharp Museum Association Art & Wine Festival

The Ella Sharp Museum Association is requesting authorization for a temporary outdoor service and add bar permit, to conduct their annual Art & Wine Festival on Saturday, June 12, 2010 at 3225 Fourth Street.

Recommended approvals have been received from the Police, Fire, and Parks/Forestry Departments. Proper insurance coverage has been received.

If Council approves this request, the City Clerk must sign the application indicating approval of the request by the City, because the proposed outdoor service area is located on city property. The application will then be forwarded to the Michigan Liquor Control Commission for final approval.

Please consider this request at Council's May 25th meeting.

Thank you.

Attachment

C: Warren D. Renando, City Manager



ELLA SHARP
MUSEUM
OF ART AND HISTORY

RECEIVED
CITY of JACKSON
MAY 14 2010
CLERK'S OFFICE

BY _____

May 13, 2010

Ms. Arnold:

The 6th annual Ella Sharp Art & Wine Festival is fast approaching and, enclosed, you will find our application for a temporary additional bar during the day of the festival. I am hoping to have this included on the agenda for the next City Council meeting on Tuesday, May 25th. As you may be aware, this festival has become an eagerly anticipated event amongst Jackson community members, and we are hopeful that this year will continue to be a success.

I am including a map of the grounds for the festival, as well as a description of our proposed security plan. Please call me if you have any questions regarding the application or event. I work part-time at the museum; if you can not reach me at the office please try my cell phone at (248) 763-4954

Thank you for your attention to this matter. We greatly appreciate it.

Sincerely,

Rochelle Clark
Development Associate
The Ella Sharp Museum of Art and History
517-787-2320
rochellec@ellasharp.org



APPLICATION FOR TEMPORARY AUTHORIZATION

[Authorized by R 436.1023 (2) (3), R 436.1403 (2), R 436.1407 and R 436.1419 of the M.A.C.]

Effective March 1, 2010, a non-refundable \$70.00 inspection fee is required.

PART 1. APPLICANT INFORMATION	
1. Name of License (Corporation, Individual, Limited Liability Company, Limited Partnership): <i>Ella Sharp Museum Association</i>	
2. Street Address, City or Village, Township (if applicable), County, and Zip Code: <i>3225 Fourth Street, Jackson, Jackson County, 49203</i>	
3. Type of License and Number:	
4. Business Telephone Number: <i>517-787-2320</i>	Fax Number: <i>517-787-2933</i>
5. Email Address: <i>rochelle.c@ellasharp.org</i>	
PART 2. TYPE OF EVENT Describe the Type of Event(s) Being Held:	
<i>6th Annual Art & Wine Festival</i>	
PART 3. TYPE OF AUTHORIZATION REQUESTED	
Check only the types of authorization needed and answer the questions required for the authorization requested:	
<input checked="" type="checkbox"/> TEMPORARY OUTDOOR SERVICE OR <input type="checkbox"/> TEMPORARY ADDED SPACE	
Please enclose a diagram showing proposed outdoor service or added space area, existing licensed premises, any streets and all dimensions requested below.	
1. <u>Dates requested:</u> <i>June 12, 2010</i>	
2. What is the size of the proposed outdoor service area or added space area? <i>325</i> feet X <i>100</i> feet	
3. Describe the barrier that will be used to enclose the outdoor service or added space area. [Include the type of barrier and the height of the barrier. Ropes, tape, and banners are NOT acceptable barriers.] <i>4' high orange plastic snow fencing</i>	
4. Does your license currently include an existing Additional Bar? <input type="radio"/> Yes <input checked="" type="radio"/> No If NO , Temporary Additional Bar will be needed unless there will only be table service of alcoholic beverages. See General Instruction 9 for more information	
5. Describe the type of security that will be used for the event. <i>Museum staff members & trained volunteers with armbands</i>	
6. Is the proposed outdoor service area or added space area directly next to the licensed premises? <input checked="" type="radio"/> Yes <input type="radio"/> No If NO , indicate how many feet there is between the proposed outdoor service or added space and the licensed premises?	
7. Are there any dedicated streets within the proposed outdoor service or added space area or is there any intervening property between the licensed premises and outdoor service or added space area? <input type="radio"/> Yes <input checked="" type="radio"/> No If YES , explain and include on the diagram .	
8. Is the proposed outdoor service area, added space and/or any intervening property owned, rented, or leased by the licensee? <input checked="" type="radio"/> Yes <input type="radio"/> No If NO , a lease for the outdoor service, added space and/or any intervening property must be provided with this application.	
9. Is the proposed outdoor service area or added space located on property owned by the city, village, or township? <input checked="" type="radio"/> Yes <input type="radio"/> No If YES , the city, village, or township clerk must sign the application indicating approval of the request by city, village or township.	

10. Is all of the proposed outdoor service or added space area in the same governmental unit as the licensed premises?
 Yes No If **NO**, please explain.

TEMPORARY OFFICIAL PERMIT FOR DIFFERENCE IN HOURS OF OPERATION (Check each specific type of activity requested in #2)

1. Dates requested:

2. Type of Activity:

Bowling Do you operate the bowling center? Yes No If **NO**, please explain.

Dance Do you have a Dance Permit? Yes No If **NO**, **Temporary Dance will be needed**

Entertainment Do you have an Entertainment Permit? Yes No If **NO**, **Temporary Entertainment will be needed**

Food Do you operate a full service kitchen? Yes No If **NO**, please explain.

Golf Do you operate the golf course? Yes No If **NO**, please explain.

Other Special Event Activity Please describe and explain the type of event.

3. The licensed premises may not be occupied by anyone except the licensee and bona fide employees who are working between the hours of 2:30 A.M. and 12:00 Noon on any Sunday or from 2:30 A.M. until 7:00 A.M. on any other day. Please indicate the extended hours you are applying for to conduct the activities indicated above.

Weekdays A.M. to A.M. Sundays A.M. to A.M./P.M.

TEMPORARY ADDITIONAL BAR* Fee is \$350.00

* A Temporary Additional Bar is **not** needed if there will be table service only or a currently issued Additional Bar will be utilized.

Dates requested: June 12, 2010

TEMPORARY DANCE

It is required that the Dance Floor be at least 100 square feet, clearly marked, and shall not have tables, chairs and other obstacles on the dance floor while customers are dancing.

Dates requested:

Weekdays A.M. to A.M. Sundays A.M. to A.M./P.M.

TEMPORARY ENTERTAINMENT OR **TEMPORARY TOPLESS ACTIVITY**

1. Dates requested:

Weekdays A.M. to A.M. Sundays A.M. to A.M./P.M.

2. Describe the type of entertainment to be provided.

3. If the entertainment includes a contest with prizes totaling over \$250 in value, please complete the following questions:

a. Explain in detail rules of the contest. *Attach another page, if needed.*

b. Describe and state the retail value of each prize to be awarded.

c. Specify who will be paying for and supplying the prizes.

d. Will there be any alcoholic beverage items with a brand name logo used as prizes for part of the contest? Yes No

IMPORTANT: No alcoholic beverages may be used as part of any contest or as a prize for a contest.

No licensee may receive anything of value from another licensee without prior MLCC approval.

e. Is there a cover charge or entrance fee for the contest or tournament? Yes No If YES, please explain.

PART 4. WARNING, AUTHORIZED SIGNATURES, AND LAW ENFORCEMENT/LOCAL APPROVALS

WARNING: Section 1003 of the Liquor Control Code of 1998, being MCL 436.2003, provides in part as follows: "A person who makes a false or fraudulent statement to the commission, orally or in writing, for the purpose of inducing the commission to act or refrain from taking action, or for the purpose of enabling or assisting a person to evade the provisions of this act is guilty of a violation of this act and is punishable in the manner provided for in section 909. . ."

I hereby swear that I have read all of the above answers and that they are true and further that I have read and understand the warning.

THE LICENSEE, AN AUTHORIZED CORPORATE OFFICER, OR MEMBER OF A LIMITED LIABILITY COMPANY MUST SIGN THIS APPLICATION.

ELLA SHARP MUSEUM ASSOCIATION
By: *Charles L. Raymond*
Licensee Signature

CHARLES H. RAYMOND, EXECUTIVE DIRECTOR
Print Name and Title

Rochelle Clark
Print Contact Name

(517) 787-2320
Area Code and Phone Number

Date of Application *4.27.10*

THE POLICE CHIEF OR SHERIFF WHO HAS JURISDICTION RECOMMENDS THIS REQUEST.

5/11/10
Date of Application

Matthew H. Hens
Police Chief or Sheriff Signature

Matthew H. Hens
Print Name

Print Name of Police Agency *Jackson city PD*

Street Address *216 E Washington Ave*

City and Zip Code *Jackson MI 49202*

Area Code and Telephone Number _____

IF REQUESTING TEMPORARY TOPLESS ACTIVITY, OFFICIAL PERMIT FOR DANCE, OFFICIAL PERMIT FOR ENTERTAINMENT, OR THE TEMPORARY OUTDOOR SERVICE AREA IS LOCATED ON PROPERTY OWNED, BY THE CITY, VILLAGE OR TOWNSHIP, THIS APPLICATION MUST BE SIGNED BY THE CLERK.

This request was approved by the _____ On _____
Print Name of City, Village Council or Township Board Date

City, Village, Township Clerk Signature Print Name of City, Village, Township Clerk

Street Address

City and Zip Code

Area Code and Telephone Number

Ella Sharp Museum Art & Wine Festival

Saturday, June 12th, 2010 11a.m. to 7p.m.

In the courtyard of the Ella Sharp Museum (see map)

Admission to event:

- Wine tasting tickets may be purchased in advance for \$12, or at the door (the day of the event) for \$15. This ticket entitles visitors to a single one (1) ounce tasting from each of the nine (9) participating wineries. Wineries will be listed on the ticket and marked off as tastings are given.
- All visitors will enter through one entrance which will be staffed at all times (see map). When visitors show or purchase their ticket, and identification is checked to ensure they are of legal age, they will be given a plastic identification bracelet. They must have this bracelet to obtain tastings.
- The museum grounds are completely fenced as indicated on map. Doors to unlicensed buildings will be locked so that visitors cannot enter.
- In addition to maintenance staff, there will be 2-4 trained volunteers with security armbands. These volunteers will ensure: that visitors have plastic identification bracelets; that they only enter at the designated entrance; and that they do not exit the licensed area with glasses of wine.

Wine tastings and wine purchase

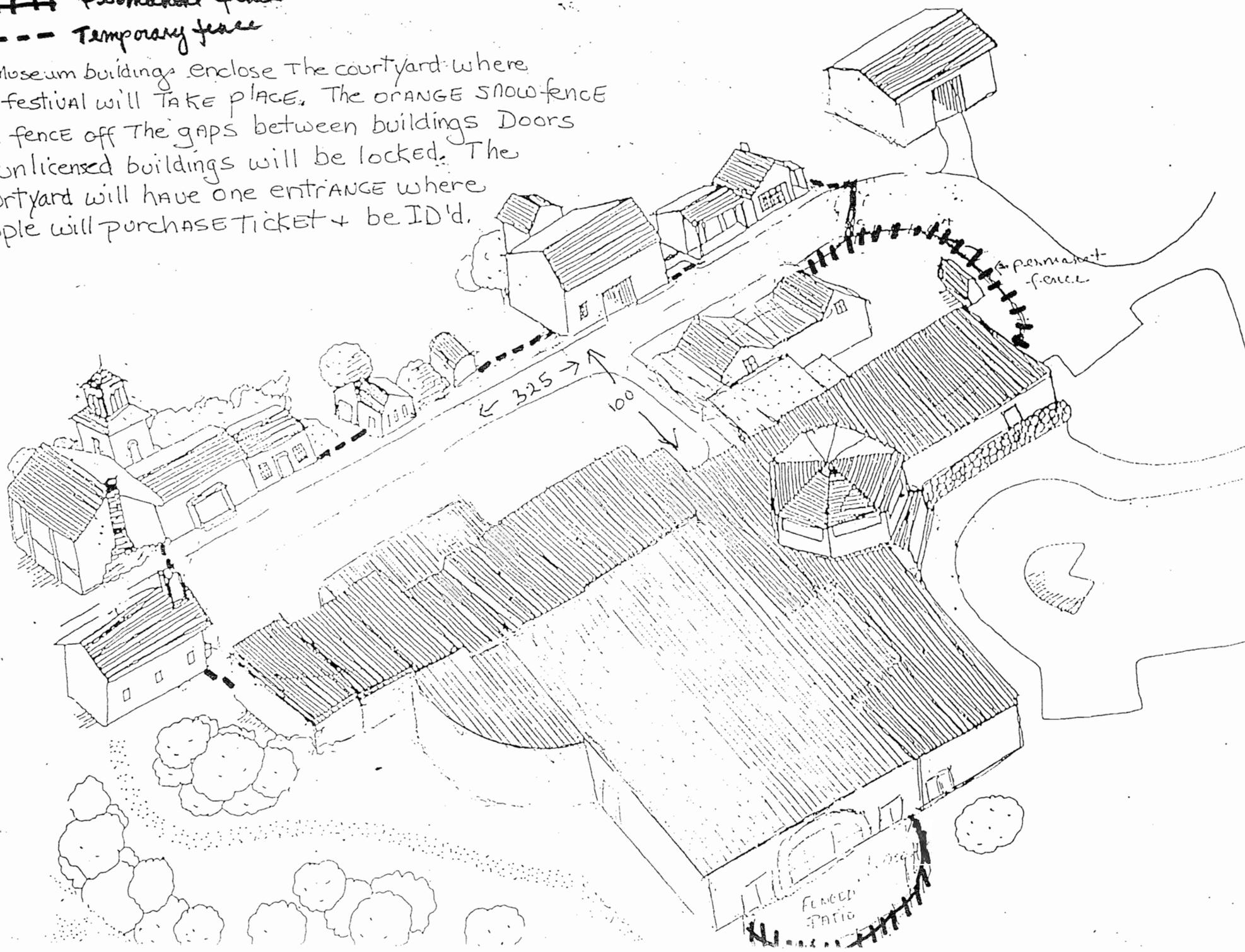
- Prior to the event the museum will purchase a variety of wines from each of the participating wineries for both tasting tickets and retail sales.
- Representatives of the wineries will staff the tasting tents to discuss wines. Volunteers will be pouring and dispensing tastings (these volunteers will be trained prior to their designated shift on how to pour properly. This will ensure that the one (1) ounce limit is maintained, so that visitors do not become inebriated).
- Tickets for additional tastings can be purchased for \$1.00 for an additional one (1) ounce pour.
- Museum personnel will staff wine retail sales.
- Security and museum personnel will be observant of visitor alcohol consumption and take appropriate action.

Other happenings

- 20-30 artists will exhibit and sell their work on the grounds.
- There will be a variety of musical entertainment throughout the afternoon.
- A variety of appropriate foods and non-alcoholic beverages will be available for purchase outside near the wine tasting.
- Live art demonstrations will be taking place throughout the afternoon.
- Educational seminars on wine making and food and wine pairings will take place in museum classrooms.

++++ Permanent fence
----- Temporary fence

The museum buildings enclose the courtyard where the festival will take place. The orange snow-fence will fence off the gaps between buildings. Doors to unlicensed buildings will be locked. The courtyard will have one entrance where people will purchase ticket + be ID'd.





City Clerk

161 W. Michigan Avenue - Jackson, MI 49201
Telephone: (517) 788-4025 — Facsimile: (517) 788-4651

May 18, 2010

TO: Honorable Mayor and City Councilmembers
FROM: Angela Arnold, Deputy City Clerk *Angela*
RE: Calvary Apostolic Church – Crusade in the Park

Attached please find a special event application from Calvary Apostolic Church, requesting approval to conduct their 5th annual “Crusade in the Park” in Loomis Park on Saturday, June 5, 2010, beginning at 8:00 a.m. (event time 12:00 noon – 3:00 p.m.).

Recommended approvals have been received from the Police, Fire and Parks/Forestry Departments. Proper insurance coverage has been received.

Please consider this request for approval at Council’s May 25th meeting.

Thank you.

Attachment

C: Warren D. Renando, Interim City Manager



CITY OF JACKSON
SPECIAL EVENT APPLICATION

City Clerk's Office * 161 W. Michigan Avenue * Jackson, MI 49201
(517) 788-4025

Date Received By Clerk's Office: 5/4/10 Time: 9:45 By: aa

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

Sponsoring Organization's Legal Name: CALVARY APOSTOLIC CHURCH

Organization Address: 9009 McCain Road Parma, MI 49269

Organization Agent: STEVE CRACKER Title: OUTREACH/LIFELINE COORDINATOR

Phone: Work 517-262-7545 Home 517-745-7878 During event 517-262-7545

Agent's Address: 8590 EASTON ROAD RIVES JCT. MI. 49277

Agent's E-Mail Address: lifeline@cacop.net

Event Name: CRUSADE IN THE PARK

Please give a brief description of the proposed special event: WE ARE REACHING OUT TO THE COMMUNITY BY GIVING OUT FREE LUNCH (HOT DOGS, CHIPS, POPCORN, & DRINK). GAMES, PUPPETS, MUSIC, & INTRODUCTION TO CHURCH.

Event Day(s) & Date(s): JUNE 5, 2010 Event Time(s): 12:00 PM - 3:00 PM

Set-Up Date & Time: JUNE 5, 2010 8:00 AM Tear-Down Date & Time: JUNE 5, 2010 3:00 PM

Event Location: LOOMIS PARK

ANNUAL EVENT: Is this event expected to occur next year? YES NO How many years has this event occurred? 4

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

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

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 FREE FOOD Other Vendors? YES NO

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

If yes, are liquor license and liquor liability insurance attached? YES NO
If yes, what time? _____ 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.
CHURCH MUSICIANS + SINGERS, PUPPETS, CHILDRENS GAMES.

ATTENDANCE: What is the expected (estimated) attendance for this event? 100 - 300

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. *THERE ARE 3 PORTABOTTLES. 1 IS ADA.*

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 as an additional insured party on the policy. A sponsor of a Low Hazard event may request that City Council waive the insurance requirement and execute a Hold Harmless and Indemnification Agreement. This event qualifies consideration for Low Hazard because:

CERTIFICATE ENCLOSED.

CERTIFICATION AND SIGNATURE: I understand and agree on behalf of the sponsoring organization that:

A Certificate of Insurance must be provided which names the City of Jackson as an additional named insured party on the policy or I am requesting that City Council waive the insurance requirement for this Low Hazard Event as identified in paragraph above related to insurance, and I have executed the Hold Harmless and Indemnification Agreement on behalf of the event sponsor.

All food vendors must be approved by the Jackson County Health Department, and each food or other vendor must provide the City of Jackson with a Certificate of Insurance which names the City of Jackson as an additional named insured party on the policy.

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

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

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

05/4/10

Date

Steven E. Crook

Signature of Sponsoring Organization's Agent

RETURN THIS APPLICATION at least thirty (30) days before the first day of the event to:

CITY CLERK'S OFFICE - ATTN: ANGELA ARNOLD
 161 W. MICHIGAN AVENUE - JACKSON, MI 49201

CITY OF JACKSON
SPECIAL EVENT APPLICATION – Page 3
City Clerk's Office * 161 W. Michigan Avenue * Jackson, MI 49201
(517) 788-4025

Event Title: Crusade in the Park – Saturday, June 5, 2010

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 responsibility of their department has been met.

Police Dept: <u>C. Simpson</u>	Recommend Approval: <u>YES</u> NO	Est. Economic Impact: \$ <u>-0-</u>
Fire Dept.: <u>M. Beyerstedt</u>	Recommend Approval: <u>YES</u> NO	Est. Economic Impact: \$ <u>-0-</u>
Traffic Eng.: <u>N/A</u>	Recommend Approval: YES NO	Est. Economic Impact: \$ <u>-0-</u>
Public Serv. Dept.: <u>N/A</u>	Recommend Approval: YES NO	Est. Economic Impact: \$ <u>-0-</u>
Parks/Forestry: <u>T. Steiger</u>	Recommend Approval: <u>YES</u> NO	Est. Economic Impact: \$ <u>-0-</u>
DDA: <u>N/A</u>	Recommend Approval: YES NO	Est. Economic Impact: \$ <u>-0-</u>

Have businesses been notified for street closures?: YES NO

Reason for disapproval: _____

Any special requirements/conditions: _____

Insurance/Indemnification Received: 05/04/10 Insurance Approved: 05/07/10
City Council Approved: _____ Denied: _____ Approval/Denial Mailed: _____



City Clerk

161 W. Michigan Avenue - Jackson, MI 49201
Telephone: (517) 788-4025 — Facsimile: (517) 788-4651

May 18, 2010

TO: Honorable Mayor and City Councilmembers
FROM: Angela Arnold, Deputy City Clerk *Angela Arnold*
RE: Crazy Cowboy, LLC – NASCAR Race Event June 11-13, 2010

The Crazy Cowboy, LLC is requesting to close Mechanic Street from Cortland Street to Washington Avenue beginning at 3:00 p.m. on Friday, June 11 through 3:00 a.m. on Sunday, June 13, 2010 to hold a NASCAR Race event (event time 6:00 p.m. through 1:00 a.m. each day).

Recommended approvals have been received from the Police, Fire, and Traffic Engineering Departments, and the Downtown Development Authority. However, because this event is for a private owned company, the City Engineering Department is requesting reimbursement (\$323.13 estimate) for any and all costs incurred by the Engineering Department for this event.

Please consider these requests for approval at Council's May 25th meeting, with the contingency of receipt of proper special event insurance coverage.

Thank you.

Attachment

C: Warren D. Renando, Interim City Manager
Jon Dowling, City Engineer



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

Date Received By Clerk's Office: 5/5/10 Time: _____ By: _____

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

Sponsoring Organization's Legal Name: The Crazy cowboy LLC

Organization Address: 215 S. Mechanic St

Organization Agent: Kim Gomez Title: owner

Phone: Work 817-1910 Home 764-5784 During event 812-1037

Agent's Address: 3969 E. South St Jackson 49201

Agent's E-Mail Address: info@thecrazycowboy.com

Event Name: Nascar Race Event

Please give a brief description of the proposed special event: Live Entertainment, use of city block for annual nascar event

Event Day(s) & Date(s): June 11 - June 13, 2010 Event Time(s): 6pm - 1am

Set-Up Date & Time: June 11, 2010 3pm Tear-Down Date & Time: June 13, 2010 3am

Event Location: mechanic st block between cottland + washington

ANNUAL EVENT: Is this event expected to occur next year? YES NO How many years has this event occurred? 5

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: June 11 3pm through Date/ Time: June 13 3am

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, are liquor license and liquor liability insurance attached? YES NO
If yes, what time? 6pm until 1am



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

Local Bands

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

AMUSEMENT: Do you plan to have any amusement or carnival rides? YES NO

If yes, you are required to obtain a permit through the City Clerk's Office.

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

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

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

Street closures

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

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

3-10-10
 Date

[Signature]
 Signature of Sponsoring Organization's Agent

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

CITY OF JACKSON
SPECIAL EVENT APPLICATION – Page 3
City Clerk's Office * 161 W. Michigan Avenue * Jackson, MI 49201
(517) 788-4025

Event Title: **Crazy Cowboy NASCAR Race Event – June 11-13, 2010**

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 responsibility of their department has been met.

Police Dept: <u>C. Simpson</u>	Recommend Approval: <u>YES</u> NO	Est. Economic Impact: \$ <u>-0-</u>
Fire Dept.: <u>M. Beyerstedt</u>	Recommend Approval: <u>YES</u> NO	Est. Economic Impact: \$ <u>-0-</u>
Traffic Eng.: <u>R. Dietz</u>	Recommend Approval: <u>YES</u> NO	Est. Economic Impact: \$ <u>323.13*</u>
Public Serv. Dept.: <u>FYI</u>	Recommend Approval: YES NO	Est. Economic Impact: \$ <u>-0-</u>
Parks/Forestry: <u>FYI</u>	Recommend Approval: YES NO	Est. Economic Impact: \$ <u>-0-</u>
DDA: <u>J. Greene</u>	Recommend Approval: <u>YES</u> NO	Est. Economic Impact: \$ <u>-0-</u>

Have businesses been notified for street closures?: YES NO

Reason for disapproval: _____

Any special requirements/conditions:

*Private/For-Profit Organization - Engineering Department requesting reimbursement of costs incurred for this event.

Insurance/Indemnification Received: _____

Insurance Approved: _____

City Council Approved: _____ Denied: _____

Approval/Denial Mailed: _____



City Clerk

161 W. Michigan Avenue - Jackson, MI 49201
Telephone: (517) 788-4025 — Facsimile: (517) 788-4651

May 18, 2010

TO: Honorable Mayor and City Councilmembers
FROM: Angela Arnold, Deputy City Clerk *Angela*
RE: Crazy Cowboy, LLC – Big Truck Event – June 12, 2010

The Crazy Cowboy, LLC in conjunction with Mechanic Street merchants, the Downtown Development Authority and local businesses are requesting closure of Mechanic Street from Washington to Michigan Avenue and Cortland from west of Lot 8 to the alley east of the Town Bar, beginning at 11 a.m. on Saturday, June 12 until 7:00 p.m. Businesses will be displaying large trucks and holding family friendly activities.

Recommended approvals have been received from the Police, Fire, and Traffic Engineering Departments, and the Downtown Development Authority.

Please consider this request for approval at Council's May 25th meeting, with the contingency of receipt of proper special event insurance coverage.

Thank you.

Attachment

C: Warren D. Renando, Interim City Manager



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

Date Received By Clerk's Office: 5/5/10 **Time:** _____ **By:** _____

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

Sponsoring Organization's Legal Name: The Crazy cowboy

Organization Address: 215 S Mechanic St

Organization Agent: Kim Gomez Title: owner

Phone: Work 817 1910 Home 764 5784 During event 812 1037

Agent's Address: 3969 E. South St Jackson, 49201

Agent's E-Mail Address: info@thecrazycowboy.com

Event Name: Big Truck Event

Please give a brief description of the proposed special event: Mechanic St merchants, the DSA, +

local businesses holding a family friendly event displaying large trucks + activities on city streets + adjoining parking lots. Utilizing tents, fences, porta johns from the crazy cowboy's nascar events

Event Day(s) & Date(s): June 12, 2010 Event Time(s): 2pm - 6pm

Set-Up Date & Time: 12pm - 6pm Tear-Down Date & Time: 6pm

Event Location: Mechanic St between Washington + Michigan Ave + Cottard between Jackson St + Garus

ANNUAL EVENT: Is this event expected to occur next year? YES NO How many years has this event occurred? 1

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: 11am through Date/ Time: 7pm

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, are liquor license and liquor liability insurance attached? YES NO

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? 500 - 1000

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

REST ROOMS: Are you planning to provide portable rest rooms at the event? YES NO If yes, how many? 4
 As an event organizer, you must consider the availability of rest room facilities during this event. Consideration should be made regarding the type of event, the length of time it will be held, the number of people, etc. You must determine the rest room facilities in the immediate area of the event venue and then identify the potential need for portable facilities. Remember to identify accessible facilities for ADA requirements as well.

OTHER REQUESTS: (i.e., Police Department assistance, Fire Dept., street closures, electrical, etc.)
Street closures, electric for attending businesses,

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

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

3-10-10
 Date

[Signature]
 Signature of Sponsoring Organization's Agent

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

CITY OF JACKSON
SPECIAL EVENT APPLICATION – Page 3
City Clerk's Office * 161 W. Michigan Avenue * Jackson, MI 49201
(517) 788-4025

Event Title: **Big Truck Event – Saturday, June 12, 2010**

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 responsibility of their department has been met.

Police Dept: <u>C. Simpson</u>	Recommend Approval: <u>YES</u> NO	Est. Economic Impact: \$ <u>-0-</u>
Fire Dept.: <u>M. Beyerstedt</u>	Recommend Approval: <u>YES</u> NO	Est. Economic Impact: \$ <u>-0-</u>
Traffic Eng.: <u>R. Dietz</u>	Recommend Approval: <u>YES</u> NO	Est. Economic Impact: \$ <u>412.42</u>
Public Serv. Dept.: <u>FYI</u>	Recommend Approval: YES NO	Est. Economic Impact: \$ <u>-0-</u>
Parks/Forestry: <u>FYI</u>	Recommend Approval: YES NO	Est. Economic Impact: \$ <u>-0-</u>
DDA: <u>J. Greene</u>	Recommend Approval: <u>YES</u> NO	Est. Economic Impact: \$ <u>-0-</u>

Have businesses been notified for street closures?: YES NO

Reason for disapproval: _____

Any special requirements/conditions: _____

Insurance/Indemnification Received: _____ Insurance Approved: _____

City Council Approved: _____ Denied: _____ Approval/Denial Mailed: _____



City Clerk

161 W. Michigan Avenue - Jackson, MI 49201
Telephone: (517) 788-4025 — Facsimile: (517) 788-4651

May 18, 2010

TO: Honorable Mayor and City Councilmembers
FROM: Angela Arnold, Deputy City Clerk *Angela Arnold*
RE: Crazy Cowboy, LLC – NASCAR Race Event August 13-15, 2010

The Crazy Cowboy, LLC is requesting to close Mechanic Street from Cortland Street to Washington Avenue beginning at 3:00 p.m. on Friday, August 13 through 3:00 a.m. on Sunday, August 15, 2010 to hold a NASCAR Race event (event time 6:00 p.m. through 1:00 a.m. each day).

Recommended approvals have been received from the Police, Fire, and Traffic Engineering Departments, and the Downtown Development Authority. However, because this event is for a private owned company, the City Engineering Department is requesting reimbursement (\$323.13 estimate) for any and all costs incurred by the Engineering Department for this event.

Please consider these requests for approval at Council's May 25th meeting, with the contingency of receipt of proper special event insurance coverage.

Thank you.

Attachment

C: Warren D. Renando, Interim City Manager
Jon Dowling, City Engineer



CITY OF JACKSON
SPECIAL EVENT APPLICATION

City Clerk's Office * 161 W. Michigan Avenue * Jackson, MI 49201
(517) 788-4025

Date Received By Clerk's Office: 5/5/2010 Time: _____ By: _____

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

Sponsoring Organization's Legal Name: The Crazy Cowboy LLC

Organization Address: 215 S. Mechanic St

Organization Agent: Kim Gomez Title: owner

Phone: Work 817-1910 Home 764-5784 During event 812-1037

Agent's Address: 3969 E. South St Jackson, 49201

Agent's E-Mail Address: info@thecrazycowboy.com

Event Name: Nascar Race Event

Please give a brief description of the proposed special event: Live Entertainment, use of city block for annual nascar event

Event Day(s) & Date(s): Aug 13 - Aug 15, 2010 Event Time(s): 9pm - 1am

Set-Up Date & Time: Aug 13, 2010 3pm Tear-Down Date & Time: Aug 15, 2010 3am

Event Location: Mechanic St block between Cortland - Washington

ANNUAL EVENT: Is this event expected to occur next year? YES NO How many years has this event occurred? 5

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

STREET CLOSURES: Start Date/ Time: Aug 13 3pm through Date/ Time: Aug 15 3am

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, are liquor license and liquor liability insurance attached? YES NO
If yes, what time? 9pm until 1am



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

Local Bands.

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

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

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

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

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

Street closures.

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

CERTIFICATION AND SIGNATURE: I understand and agree on behalf of the sponsoring organization that:

A Certificate of Insurance must be provided which names the City of Jackson as an additional named insured party on the policy or I am requesting that City Council waive the insurance requirement for this Low Hazard Event as identified in paragraph above related to insurance, and I have executed the Hold Harmless and Indemnification Agreement on behalf of the event sponsor.

All food vendors must be approved by the Jackson County Health Department, and each food or other vendor must provide the City of Jackson with a Certificate of Insurance which names the City of Jackson as an additional named insured party on the policy.

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

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

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

3-10-10
Date

[Signature]
Signature of Sponsoring Organization's Agent

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

CITY OF JACKSON
SPECIAL EVENT APPLICATION – Page 3
City Clerk's Office * 161 W. Michigan Avenue * Jackson, MI 49201
(517) 788-4025

Event Title: **Crazy Cowboy NASCAR Race Event – August 13-15, 2010**

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 responsibility of their department has been met.

Police Dept: <u>C. Simpson</u>	Recommend Approval: <u>YES</u> NO	Est. Economic Impact: \$ <u>-0-</u>
Fire Dept.: <u>M. Beverstedt</u>	Recommend Approval: <u>YES</u> NO	Est. Economic Impact: \$ <u>-0-</u>
Traffic Eng.: <u>R. Dietz</u>	Recommend Approval: <u>YES</u> NO	Est. Economic Impact: \$ <u>323.13*</u>
Public Serv. Dept.: <u>FYI</u>	Recommend Approval: YES NO	Est. Economic Impact: \$ <u>-0-</u>
Parks/Forestry: <u>FYI</u>	Recommend Approval: YES NO	Est. Economic Impact: \$ <u>-0-</u>
DDA: <u>J. Greene</u>	Recommend Approval: <u>YES</u> NO	Est. Economic Impact: \$ <u>-0-</u>

Have businesses been notified for street closures?: YES NO

Reason for disapproval: _____

Any special requirements/conditions:

*Private/For-Profit Organization - Engineering Department requesting reimbursement of costs incurred for this event.

Insurance/Indemnification Received: _____ Insurance Approved: _____

City Council Approved: _____ Denied: _____ Approval/Denial Mailed: _____



City Clerk

161 W. Michigan Avenue - Jackson, MI 49201
Telephone: (517) 788-4025 — Facsimile: (517) 788-4651

May 18, 2010

TO: Honorable Mayor and City Councilmembers
FROM: Angela Arnold, Deputy City Clerk *Angela Arnold*
RE: Crazy Cowboy, LLC – Temporary Added Space Application

The Crazy Cowboy, LLC is requesting authorization for temporary added space to hold two NASCAR Race events, using city streets (Mechanic Street from Cortland Street to Washington Avenue) on June 11-13, 2010 and August 13-15, 2010.

The Police Chief has signed the application. If Council approves this request, the City Clerk must sign the application indicating approval of the request by the City, because the proposed added space area is located on city property. The application will then be forwarded to the Michigan Liquor Control Commission for final approval.

Please consider this request at Council's May 25th, contingent upon receipt of proper insurance coverage.

Thank you.

Attachments

C: Warren D. Renando, Interim City Manager



Michigan Department of Labor & Economic Growth
MICHIGAN LIQUOR CONTROL COMMISSION (MLCC)
 7150 Harris Drive, P.O. Box 30005
 Lansing, Michigan 48909-7505

APPLICATION FOR TEMPORARY AUTHORIZATION
 [Authorized by R 436.1023 (2) (3), R 436.1403 (2), R 436.1407 and R 436.1419 of the M.A.C.]

PART 1. APPLICANT INFORMATION

1. Name of License (Corporation, Individual, Limited Liability Company, Limited Partnership):
 The Crazy Cowboy L.L.C.

2. Street Address, City or Village, Township (if applicable), County, and Zip Code:
 215 S. Mechanic St Jackson, MI 49201

3. Type of License and Number: Class C 116753

4. Business Telephone Number: 517-817-1910 Fax Number:

5. Email Address: info@thecrazycowboy.com

PART 2. TYPE OF EVENT Describe the Type of Event(s) Being Held:

Annual nascar event

PART 3. TYPE OF AUTHORIZATION REQUESTED

Check only the types of authorization needed and answer the questions required for the authorization requested:
 TEMPORARY OUTDOOR SERVICE OR TEMPORARY ADDED SPACE

Please enclose a diagram showing proposed outdoor service or added space area, existing licensed premises, any streets and all dimensions requested below.

1. Dates requested: June 11, 2010 - June 13, 2010

2. What is the size of the proposed outdoor service area or added space area? 160 feet x 60

3. Describe the barrier that will be used to enclose the outdoor service or added space area.
 [Include the type of barrier such as fence, rope, etc and the height of the barrier]
 4ft orange fence

4. Will there only be table service of alcoholic beverages? Yes No If NO, Temporary Additional Bar will be needed unless existing Additional Bar Permit will be used.

5. Describe the type of security that will be used for the event.
 one security man per 20 ft of fence

6. Is the proposed outdoor service area or added space area directly next to the licensed premises? Yes No If NO, indicate how many feet there is between the proposed outdoor service or added space and the licensed premises?

7. Are there any dedicated streets within the proposed outdoor service or added space area or is there any intervening property between the licensed premises and outdoor service or added space area? Yes No If YES, explain and include on the diagram.
 mechanic st block between Cortland + Washington ave

8. Is the proposed outdoor service area, added space and/or any intervening property owned, rented, or leased by the licensee? Yes No If NO, a lease for the outdoor service, added space and/or any intervening property must be provided with this application.

9. Is the proposed outdoor service area or added space located on city, village, or township property? Yes No If YES, the city, village or township clerk must sign the application indicating approval of the request by the city, village, or township.

10. Is all of the proposed outdoor service or added space area in the same governmental unit as the licensed premises?
 Yes No If NO, please explain.

it is a city street

TEMPORARY OFFICIAL PERMIT FOR DIFFERENCE IN HOURS OF OPERATION (Check each specific type of activity requested in #2)

1. Dates requested: _____

2. Type of Activity:

Bowling Do you operate the bowling center? Yes No If NO, please explain.

Dance Do you have a Dance Permit? Yes No If NO, **Temporary Dance will be needed**

Entertainment Do you have an Entertainment Permit? Yes No If NO, **Temporary Entertainment will be needed**

Food Do you operate a full service kitchen? Yes No If NO, please explain.

Golf Do you operate the golf course? Yes No If NO, please explain.

Other Special Event Activity Please describe and explain the type of event.

3. The licensed premises may not be occupied by anyone except the licensee and bona fide employees who are working between the hours of 2:30 A.M. and 12:00 Noon on any Sunday or from 2:30 A.M. until 7:00 A.M. on any other day. Please indicate the extended hours you are applying for to conduct the activities indicated above.

Weekdays _____ A.M. to _____ A.M. Sundays _____ A.M. to _____ A.M./P.M.

TEMPORARY ADDITIONAL BAR Fee is \$350.00

Dates requested: _____

Weekdays _____ A.M. to _____ A.M. Sundays _____ A.M. to _____ A.M./P.M.

TEMPORARY DANCE

It is required that the Dance Floor be at least 100 square feet, clearly marked, and shall not have tables, chairs and other obstacles on the dance floor while customers are dancing.

Dates requested: _____

Weekdays _____ A.M. to _____ A.M. Sundays _____ A.M. to _____ A.M./P.M.

TEMPORARY ENTERTAINMENT OR **TEMPORARY TOPLESS ACTIVITY**

1. Dates requested: _____

Weekdays _____ A.M. to _____ A.M. Sundays _____ A.M. to _____ A.M./P.M.

2. Describe the type of entertainment to be provided.

3. If the entertainment includes a contest with prizes totaling over \$250 in value, please complete the following questions:

a. Explain in detail rules of the contest. *Attach another page, if needed.*

b. Describe and state the retail value of each prize to be awarded.

c. Specify who will be paying for and supplying the prizes.

d. Will there be any alcoholic beverage items with a brand name logo used as prizes for part of the contest? Yes No

IMPORTANT: No alcoholic beverages may be used as part of any contest or as a prize for a contest.
No licensee may receive anything of value from another licensee without prior MLCC approval.

e. Is there a cover charge or entrance fee for the contest or tournament? Yes No If YES, please explain.

[Empty box for explanation]

PART 4.

WARNING: Section 1003 of the Liquor Control Code of 1998, being MCL 436.2003, provides in part as follows: "A person who makes a false or fraudulent statement to the commission, orally or in writing, for the purpose of inducing the commission to act or refrain from taking action, or for the purpose of enabling or assisting a person to evade the provisions of this act is guilty of a violation of this act and is punishable in the manner provided for in section 909. . ."

I hereby swear that I have read all of the above answers and that they are true and further that I have read and understand the warning.

THE LICENSEE, AN AUTHORIZED CORPORATE OFFICER, OR MEMBER OF A LIMITED LIABILITY COMPANY MUST SIGN THIS APPLICATION.

<i>[Signature]</i>	owner	3-10-10
Licensee Signature	Title	Date of Application

Kimberly Gomez
Contact Name (please print)

Area Code and Telephone Number 517 812 1037

THE POLICE CHIEF OR SHERIFF WHO HAS JURISDICTION RECOMMENDS THIS REQUEST.

[Empty]	<i>[Signature]</i>
Date of Application	Police Chief or Sheriff Signature

[Empty]
Street Address

[Empty]
City and Zip Code

Area Code and Telephone Number [Empty]

IF REQUESTING TEMPORARY TOPLESS ACTIVITY, OFFICIAL PERMIT FOR DANCE, OFFICIAL PERMIT FOR ENTERTAINMENT, OR THE TEMPORARY OUTDOOR SERVICE AREA IS LOCATED ON CITY, VILLAGE, OR TOWNSHIP PROPERTY, THIS APPLICATION MUST BE SIGNED BY THE CLERK.

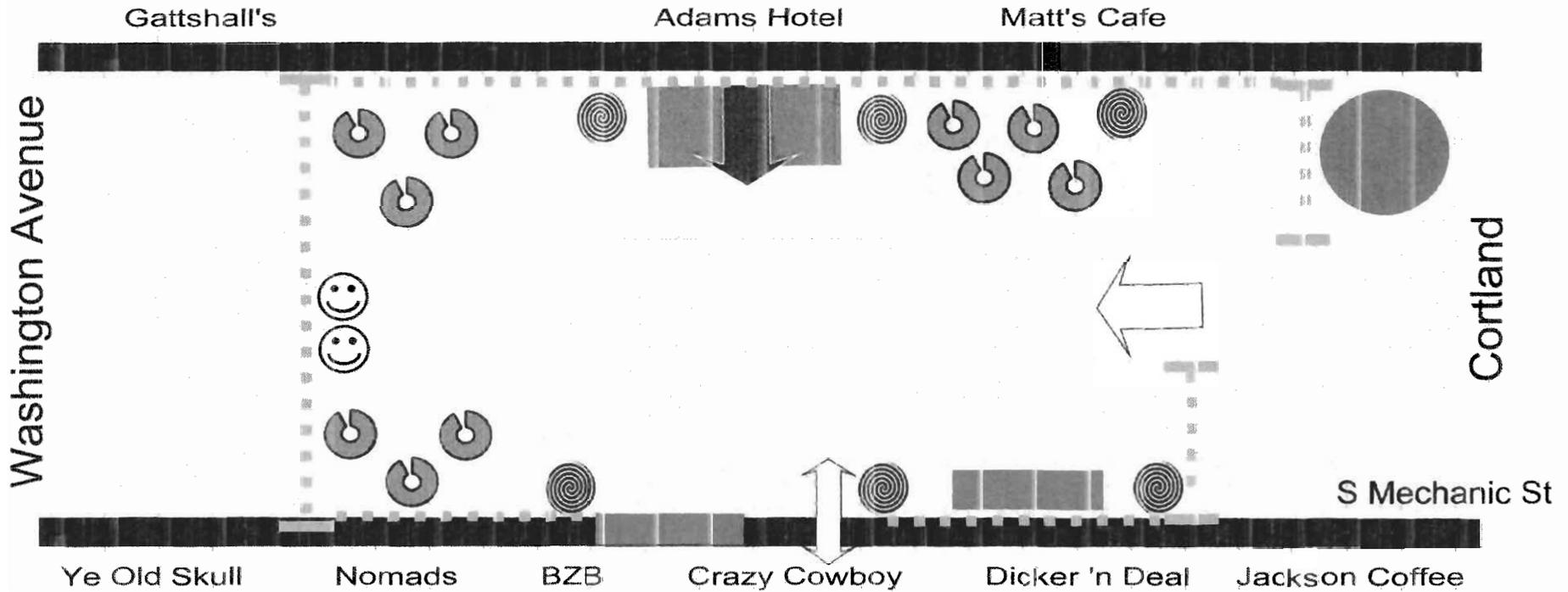
This request was approved by the [Empty]	On [Empty]
City, Village Council or Township Board	Date

[Empty]
City, Village, Township Clerk Signature

[Empty]
Street Address

[Empty]
City and Zip Code

Area Code and Telephone Number [Empty]



➡ Entrance/Exit

⊙ Trash Cans

😊 Porta-Potty

☪ High-top Tables

■ Live Entertainment

■ Liquor/ Beer Bar

■ Sidewalk

● Inflatable Bottles

⋯ Security Fence

Tents

Friday and Saturday Night Event Layout



APPLICATION FOR TEMPORARY AUTHORIZATION

[Authorized by R 436.1023 (2) (3), R 436.1403 (2), R 436.1407 and R 436.1419 of the M.A.C.]

PART 1. APPLICANT INFORMATION

1. Name of License (Corporation, Individual, Limited Liability Company, Limited Partnership):
 The Crazy Cowboy LLC

2. Street Address, City or Village, Township (if applicable), County, and Zip Code:
 215 S Mechanic St Jackson, MI 49201

3. Type of License and Number: CLASS C 116753

4. Business Telephone Number: 517-817-1910 Fax Number:

5. Email Address: info@thecrazycowboy.com

PART 2. TYPE OF EVENT Describe the Type of Event(s) Being Held:

Annual Nascar Event

PART 3. TYPE OF AUTHORIZATION REQUESTED

Check only the types of authorization needed and answer the questions required for the authorization requested:
 TEMPORARY OUTDOOR SERVICE OR TEMPORARY ADDED SPACE

Please enclose a diagram showing proposed outdoor service or added space area, existing licensed premises, any streets and all dimensions requested below.

1. Dates requested: Aug 13, 2010 - Aug 15, 2010

2. What is the size of the proposed outdoor service area or added space area? 160 feet x 60

3. Describe the barrier that will be used to enclose the outdoor service or added space area.
 [Include the type of barrier such as fence, rope, etc and the height of the barrier]

4. Will there only be table service of alcoholic beverages? Yes No If NO, Temporary Additional Bar will be needed unless existing Additional Bar Permit will be used.

5. Describe the type of security that will be used for the event.
 One security man per 20ft of fence

6. Is the proposed outdoor service area or added space area directly next to the licensed premises? Yes No If NO, indicate how many feet there is between the proposed outdoor service or added space and the licensed premises?

7. Are there any dedicated streets within the proposed outdoor service or added space area or is there any intervening property between the licensed premises and outdoor service or added space area? Yes No If YES, explain and include on the diagram.
 Mechanic St block between Cortland + Washington Ave

8. Is the proposed outdoor service area, added space and/or any intervening property owned, rented, or leased by the licensee? Yes No If NO, a lease for the outdoor service, added space and/or any intervening property must be provided with this application.

9. Is the proposed outdoor service area or added space located on city, village, or township property? Yes No If YES, the city, village or township clerk must sign the application indicating approval of the request by the city, village, or township.

10. Is all of the proposed outdoor service or added space area in the same governmental unit as the licensed premises?
 Yes No If NO, please explain.

it is a city street

TEMPORARY OFFICIAL PERMIT FOR DIFFERENCE IN HOURS OF OPERATION (Check each specific type of activity requested in #2)

1. Dates requested: _____

2. Type of Activity:

Bowling Do you operate the bowling center? Yes No If NO, please explain.

Dance Do you have a Dance Permit? Yes No If NO, **Temporary Dance will be needed**

Entertainment Do you have an Entertainment Permit? Yes No If NO, **Temporary Entertainment will be needed**

Food Do you operate a full service kitchen? Yes No If NO, please explain.

Golf Do you operate the golf course? Yes No If NO, please explain.

Other Special Event Activity Please describe and explain the type of event.

3. The licensed premises may not be occupied by anyone except the licensee and bona fide employees who are working between the hours of 2:30 A.M. and 12:00 Noon on any Sunday or from 2:30 A.M. until 7:00 A.M. on any other day. Please indicate the extended hours you are applying for to conduct the activities indicated above.

Weekdays _____ A.M. to _____ A.M. Sundays _____ A.M. to _____ A.M./P.M.

TEMPORARY ADDITIONAL BAR Fee is \$350.00

Dates requested: _____

Weekdays _____ A.M. to _____ A.M. Sundays _____ A.M. to _____ A.M./P.M.

TEMPORARY DANCE

It is required that the Dance Floor be at least 100 square feet, clearly marked, and shall not have tables, chairs and other obstacles on the dance floor while customers are dancing.

Dates requested: _____

Weekdays _____ A.M. to _____ A.M. Sundays _____ A.M. to _____ A.M./P.M.

TEMPORARY ENTERTAINMENT OR **TEMPORARY TOPLESS ACTIVITY**

1. Dates requested: _____

Weekdays _____ A.M. to _____ A.M. Sundays _____ A.M. to _____ A.M./P.M.

2. Describe the type of entertainment to be provided.

3. If the entertainment includes a contest with prizes totaling over \$250 in value, please complete the following questions:

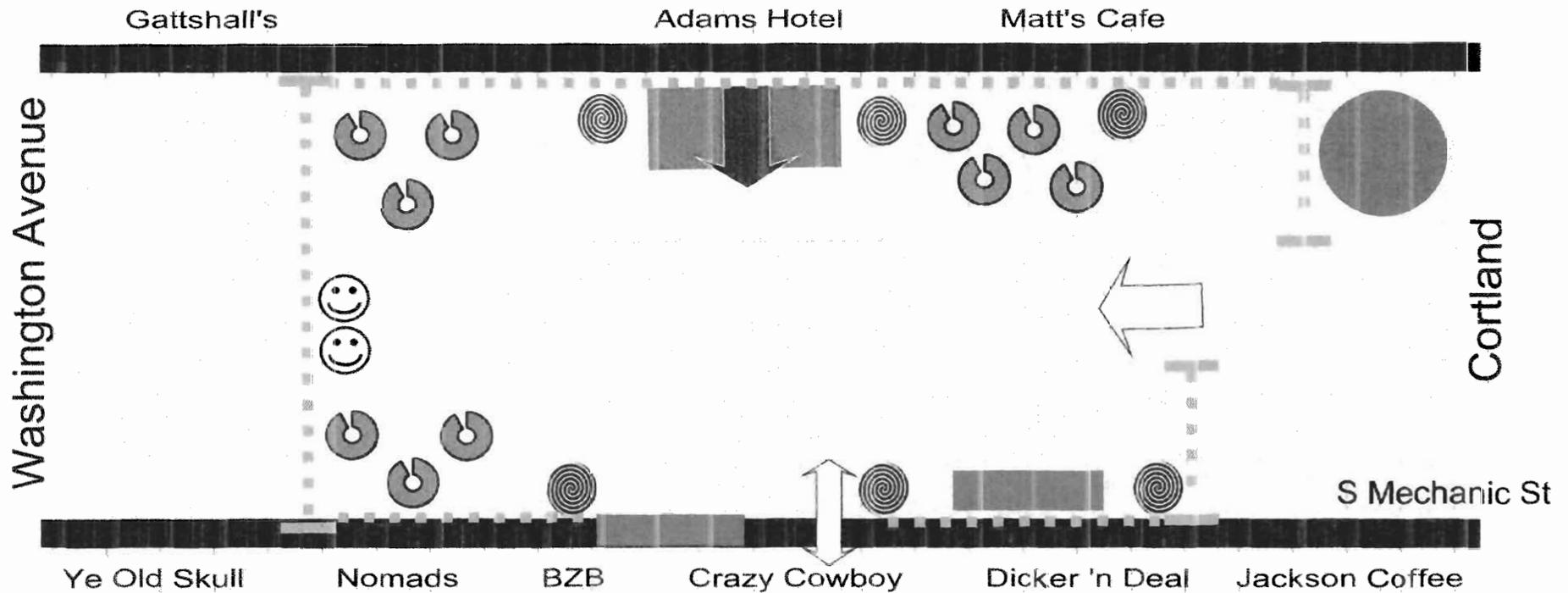
a. Explain in detail rules of the contest. *Attach another page, if needed.*

b. Describe and state the retail value of each prize to be awarded.

c. Specify who will be paying for and supplying the prizes.

d. Will there be any alcoholic beverage items with a brand name logo used as prizes for part of the contest? Yes No

IMPORTANT: No alcoholic beverages may be used as part of any contest or as a prize for a contest.
No licensee may receive anything of value from another licensee without prior MLCC approval.



➔ Entrance/Exit

🌀 Trash Cans

😊 Porta-Potty

🪑 High-top Tables

■ Live Entertainment

▨ Liquor/ Beer Bar

■ Sidewalk

● Inflatable Bottles

⋯ Security Fence

Tents

Friday and Saturday Night Event Layout



City Clerk

161 W. Michigan Avenue - Jackson, MI 49201
Telephone: (517) 788-4025 — Facsimile: (517) 788-4651

May 19, 2010

TO: Honorable Mayor and City Councilmembers
FROM: Angela Arnold, Deputy City Clerk *Angela*
RE: Iron Kids & Tin Man Triathlon

The Recreation Department is requesting closure of certain streets within Ella Sharp Park (see attached letter) to hold their Iron Kids Triathlon on Saturday, June 12 from 7:00 a.m. until 8:30 a.m. and their Iron Man Triathlon on Saturday, August 7, 2010 from 7:00 a.m. until 8:30 a.m.

The Police, Fire and Traffic Engineering Departments have no objections.

Please consider this request at the May 25th City Council meeting.

Attachment

C: Warren D. Renando, Interim City Manager

Jackson Recreation Department
Kelli M Hoover, Recreation Supervisor
161 W. Michigan
Jackson, MI 49201
517-788-4040

RECEIVED

CITY of JACKSON

MAY 11 2010

CLERK'S OFFICE

BY _____



May 10, 2010

To: Angela Arnold, Bob Dietz

ROAD CLOSERS-ELLA SHARP PARK

JACKSON IRON KIDS TRIATHLON

- Saturday, June ~~14~~ 12
- Ella Sharp Park
- 7:00-8:30 A.M. (Roads Closed)

TIN MAN TRIATHLON

- Saturday, August 7
- 7:00 a.m.-8:30

Streets for Closings

- Oakwood at Maplewood Dr. (In Ella Sharp Park)
- Maplewood at Birchwood (In Ella Sharp Park)
- Birchwood at Elmdale Dr. (In Ella Sharp Park)
- E. Hickory at Elmdale Dr. (In Ella Sharp Park)

Please let me know if you have any questions 990-6286-Thank You Kelli

CITY OF JACKSON
SPECIAL EVENT APPLICATION – Page 3
City Clerk's Office * 161 W. Michigan Avenue * Jackson, MI 49201
(517) 788-4025

Event Title: **Jackson Iron Kids Triathlon – Saturday, June 12, 2010**

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 responsibility of their department has been met.

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

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

Traffic Eng.: **R. Dietz** Recommend Approval: **YES** NO Est. Economic Impact: \$ -0-

Public Serv. Dept.: N/A Recommend Approval: YES NO Est. Economic Impact: \$ -0-

Parks/Forestry: **K. Hoover** Recommend Approval: **YES** NO Est. Economic Impact: \$ -0-

DDA: N/A Recommend Approval: YES NO Est. Economic Impact: \$ -0-

Have businesses been notified for street closures?: YES NO

Reason for disapproval: _____

Any special requirements/conditions:

Insurance/Indemnification Received: _____ Insurance Approved: _____

City Council Approved: _____ Denied: _____ Approval/Denial Mailed: _____

CITY OF JACKSON
SPECIAL EVENT APPLICATION – Page 3
City Clerk's Office * 161 W. Michigan Avenue * Jackson, MI 49201
(517) 788-4025

Event Title: Tin Man Triathlon – Saturday, August 7, 2010

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 responsibility of their department has been met.

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

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

Traffic Eng.: R. Dietz Recommend Approval: **YES** NO Est. Economic Impact: \$ -0-

Public Serv. Dept.: N/A Recommend Approval: YES NO Est. Economic Impact: \$ -0-

Parks/Forestry: K. Hoover Recommend Approval: **YES** NO Est. Economic Impact: \$ -0-

DDA: N/A Recommend Approval: YES NO Est. Economic Impact: \$ -0-

Have businesses been notified for street closures?: YES NO

Reason for disapproval: _____

Any special requirements/conditions:

Insurance/Indemnification Received: _____

Insurance Approved: _____

City Council Approved: _____ Denied: _____

Approval/Denial Mailed: _____



City Clerk

161 W. Michigan Avenue - Jackson, MI 49201
Telephone: (517) 788-4025 — Facsimile: (517) 788-4651

May 19, 2010

TO: Honorable Mayor and City Councilmembers
FROM: Angela Arnold, Deputy City Clerk *Angela*
RE: DDA – Jammin’ in Jackson

The Downtown Development Authority is requesting use of Bucky Harris Park to hold their Jammin’ in Jackson concert series on Thursday, June 10, June 24, July 8, July 22, August 5 and August 26, 2010 from 4:00 p.m. – 8:45 p.m. (event time 4:30 p.m. – 8:00 p.m.). This free concert series will feature live local music.

Recommended approvals have been received from the Police, Fire, Traffic Engineering, Public Services and Parks/Forestry Departments and the Downtown Development Authority. Insurance coverage is provided by the City.

Please consider this request at the May 25th City Council meeting.

Attachment

C: Warren D. Renando, Interim City Manager



CITY OF JACKSON
SPECIAL EVENT APPLICATION

City Clerk's Office * 161 W. Michigan Avenue * Jackson, MI 49201
(517) 788-4025

Date Received By Clerk's Office: 4/14/10 Time: By:

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

Sponsoring Organization's Legal Name: Downtown Development Authority

Organization Address: 161 W. Michigan Ave. Jackson, MI 49201

Organization Agent: Jennifer Tucker Title: DDA Assistant

Phone: Work 768-6410 Home During event 768-6408

Agent's Address: 161 W. Michigan Ave. Jackson, MI 49201

Agent's E-Mail Address: jtucker@cityofjackson.org

Event Name: Jammin' In Jackson

Please give a brief description of the proposed special event: Jammin' in Jackson will take place on Thursday evenings throughout the summer and will feature live and local music on stage, as well as potential food vendors in Bucky Harris Park. Admission is free.

Event Day(s) & Date(s): Thursdays 6/10, 6/24, 7/8, 7/22, 8/5, 8/26 Event Time(s): 4:30-8:00 pm

Set-Up Date & Time: day of event at 4:00pm Tear-Down Date & Time: day of event at 8:00-8:45pm

Event Location: Downtown: Map Attached

ANNUAL EVENT: Is this event expected to occur next year? 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: NONE through Date/ Time: NONE

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:

Requesting 2 parallel spaces on N. Jackson St. adjacent to Bucky Harris Park for ease of loading/unloading for performers

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

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

If yes, are liquor license and liquor liability insurance attached? YES NO

If yes, what time? until

Jammin' in Jackson

Lochmoor Entertainment will be charged with scheduling each local musician/band. The following are tentative performers for the prospective dates, all of which will take place on Thursday evenings 4:45-8PM:

June 10	Act III
June 24	Frog & the Beeftones
July 8	Air Tight
July 22	BigFoot Bob
August 5	JSO String Quartet
August 26	Brandon Marceal / GelCaps



CITY OF JACKSON
SPECIAL EVENT APPLICATION, Page 2
 City Clerk's Office * 161 W. Michigan Avenue * Jackson, MI 49201
 (517) 788-4025

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? 50-100 people

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

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

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

N/A

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

Covered under City's Insurance Policy

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

4/14/10
 Date

James Suck
 Signature of Sponsoring Organization's Agent

RETURN THIS APPLICATION at least thirty (30) days before the first day of the event to:

CITY OF JACKSON
SPECIAL EVENT APPLICATION – Page 3
City Clerk's Office * 161 W. Michigan Avenue * Jackson, MI 49201
(517) 788-4025

Event Title: Jammin' In Jackson – Thursdays, June 10, 24, July 8, 22 and August 5 & 26, 2010

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 responsibility of their department has been met.

Police Dept: C. Simpson Recommend Approval: YES NO Est. Economic Impact: \$ -0-

Fire Dept.: M. Beyerstedt Recommend Approval: YES NO Est. Economic Impact: \$ -0-

Traffic Eng.: R. Dietz Recommend Approval: YES NO Est. Economic Impact: \$ -0-

Public Serv. Dept.: S. Porter Recommend Approval: YES NO Est. Economic Impact: \$ -0-

Parks/Forestry: T. Steiger Recommend Approval: YES NO Est. Economic Impact: \$ -0-

DDA: J. Greene Recommend Approval: YES NO Est. Economic Impact: \$ -0-

Have businesses been notified for street closures?: YES NO

Reason for disapproval: _____

Any special requirements/conditions:

Event sponsor expected to monitor and be responsible for removal and clean up of trash, garbage and debris.

Insurance/Indemnification Received: City insurance coverage Insurance Approved: _____

City Council Approved: _____ Denied: _____ Approval/Denial Mailed: _____



City Clerk

161 W. Michigan Avenue - Jackson, MI 49201
Telephone: (517) 788-4025 — Facsimile: (517) 788-4651

May 19, 2010

TO: Honorable Mayor and City Councilmembers
FROM: Angela Arnold, Deputy City Clerk *Angela*
RE: DDA/K105.3's Summer Idol, Downtown Jackson

The Downtown Development Authority is requesting use of the Riverwalk Amphitheater to hold the K105.3's Summer Idol event on Wednesday, June 23 from 11:00 a.m. until 8:30 p.m. (event time 6:00 p.m. – 8:30 p.m.). This free event will feature 20 karaoke singers competing in a pre-qualifying contest.

Recommended approvals have been received from the Police, Fire, Traffic Engineering, Public Services and Parks/Forestry Departments and the Downtown Development Authority. Insurance coverage is provided by the City.

Please consider this request at the May 25th City Council meeting.

Attachment

C: Warren D. Renando, Interim City Manager



**CITY OF JACKSON
SPECIAL EVENT APPLICATION**

City Clerk's Office * 161 W. Michigan Avenue * Jackson, MI 49201
(517) 788-4025

Date Received By Clerk's Office: 4/28/10 **Time:** _____ **By:** _____

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

Sponsoring Organization's Legal Name: Downtown Development Authority

Organization Address: 161 W. Michigan Ave. Jackson, MI 49201

Organization Agent: Jennifer Tucker Title: DDA Assistant

Phone: Work 768-6410 Home _____ During event 768-6408

Agent's Address: 161 W. Michigan Ave. Jackson, MI 49201

Agent's E-Mail Address: jtucker@cityofjackson.org

Event Name: K105.3's Summer Idol, Downtown Jackson

Please give a brief description of the proposed special event: Summer Idol will feature 20 karaoke singers competing in a pre-qualifying contest. Public is encouraged and welcome. Admission is free.

Event Day(s) & Date(s): Wednesday, June 23 Event Time(s): 6-8:30pm

Set-Up Date & Time: Wednesday, June 23 11am Tear-Down Date & Time: Wednesday, June 23 8:30 pm

Event Location: Downtown Jackson Riverwalk Amphitheater

ANNUAL EVENT: Is this event expected to occur next year? 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: none

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, are liquor license and liquor liability insurance attached? YES NO

If yes, what time? _____ until _____



CITY OF JACKSON
SPECIAL EVENT APPLICATION, Page 2

City Clerk's Office * 161 W. Michigan Avenue * Jackson, MI 49201
(517) 788-4025

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? 50 people

AMUSEMENT: Do you plan to have any amusement or carnival rides? YES NO

If yes, you are required to obtain a permit through the City Clerk's Office.

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

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

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

We would like to request 4 additional garbage cans on site.

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

Covered under City's Insurance Policy

CERTIFICATION AND SIGNATURE: I understand and agree on behalf of the sponsoring organization that:

A Certificate of Insurance must be provided which names the City of Jackson as an additional named insured party on the policy or I am requesting that City Council waive the insurance requirement for this Low Hazard Event as identified in paragraph above related to insurance, and I have executed the Hold Harmless and Indemnification Agreement on behalf of the event sponsor.

All food vendors must be approved by the Jackson County Health Department, and each food or other vendor must provide the City of Jackson with a Certificate of Insurance which names the City of Jackson as an additional named insured party on the policy.

The approval of this special event may include additional requirements or limitations, based on the City's review of this application. Applicants who fail to clean up and repair damages to the Event Area may be billed for City services and such failure will be considered for future applications.

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

4.29.10

Date

Signature of Sponsoring Organization's Agent

CITY OF JACKSON
SPECIAL EVENT APPLICATION – Page 3
City Clerk's Office * 161 W. Michigan Avenue * Jackson, MI 49201
(517) 788-4025

Event Title: K105.3's Summer Idol, Downtown Jackson – Wednesday, June 23, 2010

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 responsibility of their department has been met.

Police Dept: <u>C. Simpson</u>	Recommend Approval: <u>YES</u>	NO	Est. Economic Impact: \$ <u>-0-</u>
Fire Dept.: <u>M. Beyerstedt</u>	Recommend Approval: <u>YES</u>	NO	Est. Economic Impact: \$ <u>-0-</u>
Traffic Eng.: <u>R. Dietz</u>	Recommend Approval: <u>YES</u>	NO	Est. Economic Impact: \$ <u>-0-</u>
Public Serv. Dept.: <u>S. Porter</u>	Recommend Approval: <u>YES</u>	NO	Est. Economic Impact: \$ <u>120.00</u>
Parks/Forestry: <u>T. Steiger</u>	Recommend Approval: <u>YES</u>	NO	Est. Economic Impact: \$ <u>-0-</u>
DDA: <u>J. Greene</u>	Recommend Approval: <u>YES</u>	NO	Est. Economic Impact: \$ <u>-0-</u>

Have businesses been notified for street closures?: YES NO

Reason for disapproval: _____

Any special requirements/conditions:

Insurance/Indemnification Received: City insured Insurance Approved: _____

City Council Approved: _____ Denied: _____ Approval/Denial Mailed: _____



Department of Community Development

161 W. Michigan Avenue • Jackson, MI 49201-1303 •
Facsimile (517) 768-5832

Administrative Services
(517) 788-4060

Building Inspection
(517) 788-4012

Rehabilitation Services & Information
(517) 788-4070

TO: Warren D. Renando, Interim City Manager
DATE: May 18, 2010
FROM: Carol L. Konieczki, Community Development Director
SUBJECT: Award of Rehab Contract at 1100 Pringle

Rehab Specialist Cliff Winslow requested bids through the Purchasing Department for an owner-occupied Community Development Rehabilitation project at 1100 Pringle. The Community Development Department has analyzed the bids submitted and arrived at a recommendation on bid award.

Five contractors attended the mandatory pre-bid walk through with four submitting completed bids. The resulting Bid Tabulations are attached for your review. The lowest acceptable bid is as follows:

Project	Awardable Contractor	Amount
1100 Pringle	At-A-Moments Notice	\$19,343

The homeowner has been prequalified to receive full funding through either a CDBG or HOME rehab loan (\$8,668 Code and \$10,625 Lead). The contractor awarded this project is required to obtain a current installation floater on their general liability insurance policy.

This project also received Emergency Hazard assistance in October, 2009, to repair a seriously leaking roof and repair hazardous electrical in the amount of \$7,950.00. The total for repairs under both projects for this address is \$27,293.00.

Requested action is for City Council to approve the owner-occupied rehab bid award as outlined above. Please place this item on the May 25, 2010 agenda for consideration.

cc: Shelly Allard, Purchasing Coordinator
Dennis M. Diffenderfer, Rehab Coordinator
Kim VanEvery, Loan Assistant
Michelle Pultz, CD Project Coordinator



Bid Tabulation
for
Housing Rehabilitation
at
1100 Pringle

					At A Moments Notice	Alpha & Omega Construction Co.	Harrison Builders LLC	Concept Construction
					209 W. Washington, Suite 182 Jackson, MI 49201	340 Burt Avenue Jackson, MI 49201	916 Homewild Jackson, MI 49201	1619 Cascade Ct. Jackson, MI 49203
Item #	Description	Location	Code	Rehab Inspector Estimate	Unit Price	Unit Price	Unit Price	Unit Price
1	Vinyl Siding	All	L	3,500.00	4,900.00	6,000.00	6,000.00	5,370.00
2	Lead		L	500.00	500.00	500.00	1,400.00	2,400.00
3	Soffit System	All	L	400.00	800.00	850.00	600.00	985.00
4	Lead		L	100.00	300.00	250.00	600.00	200.00
5	Gutterwork	All	C	800.00	500.00	750.00	720.00	515.00
6	Flooring	S. Porch	L	150.00	125.00	250.00	200.00	145.00
7	Lead		L	150.00	75.00	25.00	200.00	50.00
8	Porch Railing	S. Porch	C	150.00	250.00	200.00	250.00	315.00
9	Porch Coljums	S. Porch	L	135.00	300.00	200.00	50.00	220.00
10	Lead		L	50.00	100.00	100.00	50.00	50.00
11	Comb. Door	S. Porch	C	120.00	200.00	200.00	220.00	210.00
12	House Numbers	S	C	20.00	25.00	25.00	30.00	15.00
13	Lead - Soil-Drip Line	All	L	450.00	300.00	850.00	200.00	850.00
14	Cellar Windows (3)	S	L	600.00	600.00	600.00	500.00	450.00
15	Lead		L	300.00	150.00	100.00	450.00	300.00
16	Tuckpoint Foundation	S. Porch	I	25.00	150.00	25.00	100.00	85.00
17	Paint Interior - Casings, Trim, Baseboards, Etc.	House Interior	L	750.00	500.00	1,400.00	1,400.00	1,985.00
18	Lead		L	200.00	200.00	100.00	450.00	300.00
19	Door	Family Room	C	95.00	175.00	175.00	100.00	185.00
20	Lead		L	30.00	50.00	25.00	100.00	100.00
21	Windows (1) S	Family Room	C	200.00	250.00	225.00	150.00	225.00
22	Lead		L	100.00	50.00	25.00	150.00	50.00
23	Door	S Bedroom	C	95.00	150.00	200.00	100.00	185.00
24	Lead		L	30.00	50.00	25.00	100.00	100.00
25	Windows (1) S	S Bedroom	C	200.00	250.00	225.00	150.00	235.00
26	Lead		L	100.00	50.00	25.00	150.00	50.00
27	Drywall Ceiling	S Bedroom	C	175.00	300.00	375.00	350.00	315.00
28	Door	1/2 Bath	C	95.00	150.00	175.00	100.00	235.00
29	Lead		L	30.00	50.00	50.00	100.00	50.00
30	Windows (1) S	1/2 Bath	C	200.00	250.00	200.00	150.00	235.00
31	Lead		L	100.00	50.00	50.00	150.00	50.00
32	Door	Dining Room	C	95.00	150.00	175.00	100.00	235.00
33	Lead		L	30.00	50.00	25.00	100.00	50.00
34	Window	Dining Room	C	200.00	250.00	200.00	150.00	235.00
35	Lead		L	100.00	50.00	50.00	150.00	50.00
36	Door	Kitchen	C	95.00	200.00	175.00	100.00	235.00
37	Lead		L	30.00	50.00	25.00	100.00	50.00
38	Window	Kitchen	C	200.00	200.00	200.00	150.00	235.00
39	Lead		L	100.00	50.00	50.00	150.00	50.00

Bids are broken down to utilize/identify funding sources

L = Lead based paint hazard elimination work

C = Code requirement repair

I = Incipient Item

Prepared by Purchasing

Bid Tabulation
for
Housing Rehabilitation
at
1100 Pringle

					At A Moments Notice	Alpha & Omega Construction Co.	Harrison Builders LLC	Concept Construction
					209 W. Washington, Suite 182 Jackson, MI 49201	340 Burt Avenue Jackson, MI 49201	916 Homewild Jackson, MI 49201	1619 Cascade Ct. Jackson, MI 49203
Item #	Description	Location	Code	Rehab Inspector Estimate	Unit Price	Unit Price	Unit Price	Unit Price
40	Flooring Underlayment	Kitchen	C	175.00	150.00	150.00	250.00	65.00
41	Vinyl Sheetgoods	Kitchen	C	225.00	300.00	375.00	700.00	360.00
42	Close Window - Dining Room	Closet	C	50.00	100.00	100.00	150.00	220.00
43	Lead		L	25.00	25.00	25.00	150.00	50.00
44	Window (2)	Den	C	400.00	500.00	400.00	300.00	470.00
45	Lead		L	200.00	100.00	75.00	300.00	100.00
46	Window - Upstairs	Stairway	C	200.00	150.00	250.00	150.00	235.00
47	Lead		L	100.00	150.00	25.00	150.00	50.00
48	Door	E Bedroom	C	95.00	125.00	175.00	100.00	235.00
49	Lead		L	30.00	75.00	25.00	100.00	50.00
50	Window	E Bedroom	C	200.00	200.00	200.00	150.00	235.00
51	Lead		L	100.00	100.00	50.00	150.00	50.00
52	Door	Bath	C	95.00	125.00	175.00	100.00	235.00
53	Lead		L	30.00	75.00	25.00	100.00	50.00
54	Window	Bath	C	200.00	275.00	225.00	150.00	235.00
55	Lead		L	100.00	25.00	50.00	150.00	50.00
56	Heating Register (2)	E Bedroom and Bath	C	50.00	50.00	25.00	100.00	110.00
57	Window (1) South	Upstairs Closet	C	200.00	250.00	200.00	150.00	235.00
58	Lead		L	100.00	50.00	50.00	150.00	50.00
59	Door	W Bedroom	C	95.00	250.00	175.00	100.00	235.00
60	Lead		L	30.00	25.00	25.00	100.00	50.00
61	Window (1) South	W Bedroom	C	200.00	225.00	200.00	150.00	235.00
62	Lead		L	100.00	50.00	50.00	150.00	50.00
63	Window	Bsmnt Laundry	C	200.00	225.00	200.00	150.00	235.00
64	Lead		L	100.00	50.00	25.00	150.00	50.00
65	Clearance Test		L	600.00	600.00	700.00	750.00	650.00
66	Plumbing		C	1,000.00	1,400.00	1,750.00	1,800.00	1,290.00
67	Electrical		C	300.00	893.00	1,100.00	1,100.00	855.00
	Total			15,900.00	19,343.00	21,925.00	24,270.00	24,335.00
			C	6,425.00	8,518.00	9,200.00	8,420.00	9,095.00
			L	9,450.00	10,675.00	12,700.00	15,750.00	15,155.00
			I	25.00	150.00	25.00	100.00	85.00

Bids are broken down to utilize/identify funding sources
L = Lead based paint hazard elimination work

C = Code requirement repair

I = Incipient Item

Prepared by Purchasing



Community Development

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

May 18, 2010

TO: Warren D. Renando, Interim City Manager
FROM: **Carol L. Konieczki, Community Development Director**
RE: CDBG Financial Summary through April 2010

Attached is a Financial Summary for the CDBG funds through April 2010.

Please place this item for consideration on the May 25, 2010 City Council agenda.

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

**City of Jackson
Community Development Block Grant
Monthly Financial Summary
For the Ten Months Ended April 30, 2010**

	<u>Budgeted</u>	<u>Expended Prior Year</u>	<u>Actual Month-to-Date</u>	<u>Actual Year-to-Date</u>	<u>Total Funds Expended- to-Date</u>	<u>Balance</u>	<u>Percent Spent</u>
<u>Public Services</u>							
1 American Red Cross (FY 2008/2009)	2,000	1,899	-	101	2,000	-	100.0%
2 Center for Family Health	15,000	-	-	15,000	15,000	-	100.0%
3 Fair Housing Services (FY 2004/2005)	10,000	-	-	-	-	10,000 *	0.0%
4 Family Services & Children's Aid	10,000	-	3,549	7,263	7,263	2,737	72.6%
5 Human Relations Comm (Cool Cities Youth Council)							
FY 2007/2008	5,000	2,503	-	427	2,930	2,070 *	58.6%
FY 2008/2009	1,000	-	-	-	-	1,000 *	0.0%
6 JAHC - Homeownership Training	6,000	-	9	5,949	5,949	51	99.2%
7 JAHC - Foreclosure Prevention & Housing Counseling							
FY 2008/2009	27,273	11,381	-	8,306	19,687	7,586	72.2%
FY 2009/2010	12,500	-	-	-	-	12,500	0.0%
8 Legal Services of SE Michigan (FY 2007/2008)	1,500	919	-	281	1,200	300 *	80.0%
9 MLK Summer Program	40,000	-	-	40,000	40,000	-	100.0%
10 Neighborhood Resource Centers (FY 2008/2009)	13,187	13,177	-	10	13,187	-	100.0%
11 Partnership Park-After School Programs	5,000	-	-	-	-	5,000	0.0%
12 Salvation Army - Heating Assistance							
FY 2008/2009	63,000	18,001	-	44,999	63,000	-	100.0%
FY 2009/2010	52,000	-	-	35,517	35,517	16,483	68.3%
13 United Way - 211 Services							
FY 2008/2009	10,000	7,500	-	2,500	10,000	-	100.0%
FY 2009/2010	12,000	-	3,000	9,000	9,000	3,000	75.0%
<u>Administration</u>							
14 Administration & Planning							

**City of Jackson
Community Development Block Grant
Monthly Financial Summary
For the Ten Months Ended April 30, 2010**

	<u>Budgeted</u>	<u>Expended Prior Year</u>	<u>Actual Month-to-Date</u>	<u>Actual Year-to-Date</u>	<u>Total Funds Expended- to-Date</u>	<u>Balance</u>	<u>Percent Spent</u>
FY 2008/2009	248,600	145,276	-	103,324	248,600	-	100.0%
FY 2009/2010	216,425	-	15,934	75,984	75,984	140,441	35.1%
<u>Code Enforcement</u>							
15 City Code Enforcement Division							
FY 2008/2009	500,000	368,816	-	131,184	500,000	-	100.0%
FY 2009/2010	450,000	-	33,694	280,976	280,976	169,024	62.4%
<u>Housing Rehabilitation Projects</u>							
16 Owner Occupied Housing Rehabilitation							
FY 2007/2008	259,035	47,053	-	102,755	149,808	109,227	57.8%
FY 2008/2009	58,980	-	-	-	-	58,980	0.0%
FY 2009/2010	88,000	-	-	-	-	88,000	0.0%
17 City Emergency Hazard Repair Program							
FY 2008/2009	175,000	99,867	-	75,133	175,000	-	100.0%
FY 2009/2010	125,000	-	11,303	78,168	78,168	46,832	62.5%
18 New Neighbor Program (FY 2005/2006)	80,000	64,082	-	65	64,147	15,853	80.2%
19 World Changers							
FY 2007/2008	45,000	35,980	-	100	36,080	8,920	80.2%
FY 2008/2009	38,250	-	-	-	-	38,250	0.0%
20 Spring Cleanup (FY 2007/2008)							
FY 2007/2008	5,000	4,428	-	572	5,000	-	100.0%
FY 2009/2010	8,329	-	-	8,329	8,329	-	100.0%
21 City Rehab Administration (Denied Loans)							
FY 2008/2009	3,000	851	1,959	2,026	2,877	123	95.9%
FY 2009/2010	1,000	-	-	-	-	1,000	0.0%

**City of Jackson
Community Development Block Grant
Monthly Financial Summary
For the Ten Months Ended April 30, 2010**

	<u>Budgeted</u>	<u>Expended Prior Year</u>	<u>Actual Month-to-Date</u>	<u>Actual Year-to-Date</u>	<u>Total Funds Expended- to-Date</u>	<u>Balance</u>	<u>Percent Spent</u>
22 Downtown Development Authority - Façade Loans							
FY 2007/2008	15,000	12,820	-	2,180	15,000	-	100.0%
FY 2008/2009	18,000	-	-	5,026	5,026	12,974	27.9%
23 John George Home - building repairs	50,000	-	-	50,000	50,000	-	100.0%
24 Grace Haven - shelter repairs (2008/2009)	18,000	-	-	-	-	18,000	0.0%
<u>Street Projects</u>							
25 Mason - Jackson to Mechanic	91,000	-	-	9,087	9,087	81,913	10.0%
26 Mason - Mechanic to Francis	72,000	-	-	4,624	4,624	67,376	6.4%
27 Loomis - Leroy to North	90,000	-	-	9,486	9,486	80,514	10.5%
28 Loomis - North to Argyle	47,000	-	-	-	-	47,000	0.0%
29 Monroe Street Sidewalk	30,000	-	-	-	-	30,000	0.0%
30 Special Assessments	22,718	-	-	-	-	22,718	0.0%
<u>Other Projects</u>							
31 Public Works - curb ramps							
FY 2008/2009	40,000	11,347	-	11,223	22,570	17,430	56.4%
FY 2009/2010	67,523	-	-	-	-	67,523	0.0%
32 Tree Removal/Replacement							
FY 2008/2009	25,000	19,257	-	5,743	25,000	-	100.0%
FY 2009/2010	25,000	-	-	13,187	13,187	11,813	52.7%
<u>Economic Development</u>							
33 Job Creation Loans (FY 2006/2007)							
FY 2006/2007	30,000	-	-	30,000	30,000	-	100.0%
FY 2008/2009	34,000	-	-	34,000	34,000	-	100.0%
FY 2009/2010	36,000	-	-	36,000	36,000	-	100.0%

**City of Jackson
Community Development Block Grant
Monthly Financial Summary
For the Ten Months Ended April 30, 2010**

	<u>Budgeted</u>	<u>Expended Prior Year</u>	<u>Actual Month-to-Date</u>	<u>Actual Year-to-Date</u>	<u>Total Funds Expended- to-Date</u>	<u>Balance</u>	<u>Percent Spent</u>
<u>Public Improvements</u>							
34 Riverwalk Project (FY 2005/2006)	35,429	30,781	-	4,648	35,429	-	100.0%
35 Grand River Arts Walk (FY 2008/2009)	328,906	199,878	-	63,310	263,188	65,718	80.0%

* Denotes balance to be reallocated in early fiscal year 2010/2011

NOTE: All funds are FY 2009/2010 allocations unless otherwise indicated



Department of Community Development

161 W. Michigan Avenue • Jackson, MI 49201-1303•
Facsimile (517) 768-5832

Administrative Services
(517) 788-4060

Building Inspection
(517) 788-4012

Rehabilitation Services & Information
(517) 788-4070

Date: May 18, 2010

To: Building Code Board of Examiners and Appeals Members

From: Frank Donovan, Chief Building Official

Subject: Dangerous Building Report

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

Page 1	Dangerous Building Report Summary Sheet
Page 2 – 7	Condemned Properties (Dangerous and Unsafe) 2010
Page 8 – 17	Condemned Properties (Dangerous and Unsafe) 2009
Page 18 – 19	Condemned Properties (Dangerous and Unsafe) 2008
Page 20	Hazardous Properties (Secured and Released)
Page 21	Unfit for Human Habitation (Notice to Vacate)

If you have any comments or questions please contact Sheila Prater at (517) 788-4012.

FD/smp



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

CONDEMNED PROPERTIES (DANGEROUS AND UNSAFE) 2010

Jan-10	Feb-10	March-10	April-10	May-10	June-10	July-10	Aug-10	Sep-10	Oct-10	Nov-10	Dec-10	YTD Total
1	5	7	4									17
(12) CONDEMNED PROPERTIES (DANGEROUS AND UNSAFE) CARRIED OVER FROM 2009 (2 properties are scheduled for BCBA hearings, 6 properties have been upheld and are awaiting demolition, 4 properties released from condemnation) (2) CONDEMNED PROPERTIES (DANGEROUS AND UNSAFE) CARRIED OVER FROM 2008 (1 has a new owner who plans on repairing, 1 has been upheld and is awaiting demolition)												14

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

CONDEMNED PROPERTIES THAT HAVE BEEN REPAIRED

Jan-10	Feb-10	March-10	April-10	May-10	June-10	July-10	Aug-10	Sep-10	Oct-10	Nov-10	Dec-10	YTD Total
0	0	0	5									5

CONDEMNED PROPERTIES THAT HAVE BEEN DEMOLISHED

Jan-10	Feb-10	March-10	April-10	May-10	June-10	July-10	Aug-10	Sep-10	Oct-10	Nov-10	Dec-10	YTD Total
0	4	2	3									9

HAZARDOUS PROPERTIES (OPEN AND ACCESSIBLE)

Jan-10	Feb-10	March-10	April-10	May-10	June-10	July-10	Aug-10	Sep-10	Oct-10	Nov-10	Dec-10	YTD Total
4	7	5	4									20

This table reflects the number of properties that were posted open and accessible. Once secured they have been released.

UNFIT FOR HUMAN HABITATION (NOTICE TO VACATE)

Jan-10	Feb-10	March-10	April-10	May-10	June-10	July-10	Aug-10	Sep-10	Oct-10	Nov-10	Dec-10	YTD Total
2	1	0	0									3

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

CITY OF JACKSON

CONDEMNED PROPERTIES 2010

(Dangerous and Unsafe)

Property Address (Stencil #)	Date and reason for condemnation	Summary of Activities and Building Code Board of Appeals actions
614 Backus St (2-1558) Earl Dutton House	3/26/2010 North second story roof system has collapsed. Large voids throughout roof. Rafters, decking and shingles water damaged.	03/26/2010 Condemned house. 03/29/2010 Notice and Order mailed to owner(s). Owner given 60 days to complete repairs. 06/01/2010 Reinspection scheduled. Permit Information: No inspections issued to date. Current Status: Publication required, scheduled for the June Building Code Board of Appeals meeting.
939 Chittock Ave (5-0649) Trainor Financial LLC House/Detached garage	04/28/2010 House/garage open and accessible. Third time posted within last year. New this month	04/28/2010 Condemned house and garage. 05/05/2010 Notice and Order mailed to owner(s). Owner given 60 days to demolish. 07/06/2010 Reinspection scheduled. Permit Information: No permits issued to date. Current Status: Property is being monitored by Inspection Division. Will go before Building Code Board of Appeals on 07/29/2010 if the owner does not comply with the Notice and Order.
915 Everhard St (5-0496) Katrina Foster House	03/01/2010 House is deteriorated and decayed. Chimney collapsed, open and accessible, hole in flooring, foundation crumbling.	03/01/2010 Condemned house. 03/03/2010 Notice and Order mailed to owner(s). Owner given 45 days to complete repairs. 05/03/2010 Reinspection conducted; no progress being made on repairs. Permit Information: No permits issued to date. Current Status: Property scheduled for the 5/27/2010 Building Code Board of Appeals meeting.

CITY OF JACKSON

CONDEMNED PROPERTIES 2010

(Dangerous and Unsafe)

Property Address (Stencil #)	Date and reason for condemnation	Summary of Activities and Building Code Board of Appeals actions
511 Garfield St (3-2165) Mary/Terrance Kirk Garage	03/02/2010 Garage rotted and collapsing.	03/02/2010 Condemned garage. 03/11/2010 Notice and Order mailed to owner(s). Owner given 90 days to demolish. 06/11/2010 Reinspection scheduled. Permit Information: Demolition permit issued 04/05/2010; finalized 04/26/2010. Current Status: Garage has been demolished by the owner.
804 Greenwood Ave (4-0475) William/Marie Amodio House	04/22/2010 House severely damaged by fire New this month	04/22/2010 Condemned house. 04/23/2010 Notice and Order mailed to owner(s). Owner given 45 days to demolish. 06/07/2010 Reinspection scheduled. Permit Information: No permits issued to date. Current Status: Property is being monitored by Inspection Division. Will go before Building Code Board of Appeals in June if the owner does not comply with the Notice and Order.
334 N Horton St (8-0163) Kassie Elliott Garage	02/01/2010 Garage deteriorated and collapsing.	02/01/2010 Condemned garage. 02/10/2010 Notice and Order mailed to owner(s). Owner given 1 month to complete repairs. 03/10/2010 Reinspection conducted; owner is working on making repairs. Permit Information: Roofing permit issued 03/22/2010; no inspections. Current Status: Per Chief Building Official monitor permit for compliance.

CITY OF JACKSON

CONDEMNED PROPERTIES 2010

(Dangerous and Unsafe)

Property Address (Stencil #)	Date and reason for condemnation	Summary of Activities and Building Code Board of Appeals actions
421 Jefferson St (1-0694) Davonne Pierce House	04/05/2010 Fire damage throughout house. New this month	04/05/2010 Condemned house. 04/07/2010 Notice and Order mailed to owner(s). Owner given 90 days to complete repairs. 07/12/2010 Reinspection scheduled. Permit Information: No permits issued to date. Current Status: Property is being monitored by Inspection Division. Will go before Building Code Board of Appeals on 07/29/2010 if the owner does not comply with the Notice and Order.
714 S Mechanic St (4-0596.1) Partnership Park LTD Div Housing House	04/16/2010 Dwelling damaged by vehicle collision. New this month	04/16/2010 Condemned house. 04/23/2010 Notice and Order mailed to owner(s). Owner given 21 days to complete repairs. 05/17/2010 Reinspection scheduled. Permit Information: No permits issued to date. Current Status: Property has been repaired by owner. Released from condemnation.

CITY OF JACKSON

CONDEMNED PROPERTIES 2010

(Dangerous and Unsafe)

Property Address (Stencil #)	Date and reason for condemnation	Summary of Activities and Building Code Board of Appeals actions
523 Seymour Ave (8-0731) Angela Union House	03/05/2010 Fire damage throughout house.	03/05/2010 Condemned house. 03/11/2010 Notice and Order mailed to owner(s). Owner given 120 days to complete repairs. 07/12/2010 Reinspection scheduled. Permit Information: No permits issued to date. Current Status: Property is being monitored by Inspection Division. Will go before Building Code Board of Appeals on 07/29/2010 if the owner does not comply with the Notice and Order.
210-12 S State St (6-0073) Richard/Patricia Cuffle House	3/26/2010 Fire and smoke damage throughout entire house and garage.	03/26/2010 Condemned house. 03/29/2010 Notice and Order mailed to owner(s). Owner given until April 2, 2010 to demolish remaining portion of garage and remove all debris and until April 9, 2010, to provide timeline for repairs/demolition. Permit Information: No permits issued to date. Current Status: No progress being made, per Building Inspector schedule for the 5/27/2010 Building Code Board of Appeals meeting.

CITY OF JACKSON

CONDEMNED PROPERTIES 2010

(Dangerous and Unsafe)

Property Address (Stencil #)	Date and reason for condemnation	Summary of Activities and Building Code Board of Appeals actions
301 Steward Ave (2-0557) Jackson Housing Commission Apartment I-27	3/22/2010 Fire and smoke damage throughout entire unit.	03/22/2010 Condemned apartment. 03/23/2010 Notice and Order mailed to owner(s). Owner given 3 months to complete repairs. 06/25/2010 Reinspection scheduled. Permit Information: No permits issued to date. Current Status: Property is being monitored by Inspection Division. Will go before Building Code Board of Appeals on 07/29/2010 if the owner does not comply with the Notice and Order.
301 Steward Ave (2-0557) Jackson Housing Commission Apartment F-6	3/29/2010 Kitchen fire causing damage to entire kitchen area and wiring and mechanical systems.	03/29/2010 Condemned apartment. 03/31/2010 Notice and Order mailed to owner(s). Owner given 3 months to complete repairs. 06/25/2010 Reinspection scheduled. Permit Information: No permits issued to date. Current Status: Property is being monitored by Inspection Division. Will go before Building Code Board of Appeals on 07/29/2010 if the owner does not comply with the Notice and Order.

CITY OF JACKSON

CONDEMNED PROPERTIES 2010

(Dangerous and Unsafe)

Property Address (Stencil #)	Date and reason for condemnation	Summary of Activities and Building Code Board of Appeals actions
412 Third St (3-0196) Hugh Hiller House	02/01/2010 Fire damage to house.	02/01/2010 Condemned house. 02/10/2010 Notice and Order mailed to owner(s). Owner given 4 months to complete repairs. 06/10/2010 Reinspection scheduled. Permit Information: No permits issued to date. Current Status: Publication required. Scheduled for the 07/29/2010 Building Code Board of Appeals meeting.
308-16 Van Buren St (2-0544.1) Jackson 230 LLC Apartment	02/01/2010 Fire damage to apartment.	02/01/2010 Condemned apartment. 02/10/2010 Notice and Order mailed to owner(s). Owner given 90 days to complete repairs. 05/10/2010 Reinspection scheduled. Permit Information: Building permit issued 03/09/2010; rough approved 03/23/2010. Electrical permit issued 02/17/2010; rough approved 03/16/2010. Plumbing permit issued 03/15/2010; rough approved 03/16/2010. Current Status: Property released into open permit status.
110 E Wilkins St (5-0206) Anthony Gittens House	02/10/2010 Fire and smoke damage throughout.	02/10/2010 Condemned house. 02/10/2010 Notice and Order mailed to owner(s). Owner was given 90 days to complete repairs. 05/10/2010 Reinspection scheduled. Permit Information: Building permit issued 03/01/2010; no inspections. Electrical permit issued 04/15/2010; no inspections. Current Status: Property released into open permit status.

CITY OF JACKSON

CONDEMNED PROPERTIES 2009

(Dangerous and Unsafe)

Property Address (Stencil #)	Date and reason for condemnation	Summary of Activities and Building Code Board of Appeals actions
527-29 N Blackstone St (1-0245) Christopher Real Estate LLC House	07/24/09 Fire damage throughout. Unsafe gas/mechanical systems.	07/24/09 Condemned house. 07/26/09 Notice and Order mailed to owner(s). Owner was given 4 months to complete repairs or demolish structure. 11/30/09 Reinspection conducted, no change in status of property. 12/18/09 Staff recommended continuing until January to allow owner time to get court papers signed dismissing the lawsuit. 12/18/09 Board UPEHLD Notice and Order, bids to be requested for demolition. Permit Information: Demolition permit issued 02/09/2010; finalized 05/11/2010. Current Status: Property demolished by owner, released from condemnation.

CITY OF JACKSON

CONDEMNED PROPERTIES 2009

(Dangerous and Unsafe)

Property Address (Stencil #)	Date and reason for condemnation	Summary of Activities and Building Code Board of Appeals actions
1501 S Jackson St (4-1559) Kenneth Zaggy Commercial	11/24/09 Fire damage throughout structure.	<p>11/24/09 Condemned commercial building.</p> <p>12/02/09 Notice and Order hand delivered to owner(s). Owner given 7 days to install a fence, provide a timeline for repairs/demolition and pull permit. 180 days from the date of permit to complete.</p> <p>12/18/09 Staff recommended tabling until the January meeting. Owner looking at selling property to someone who will clean up and rehabilitate.</p> <p>12/18/09 Board tabled until the January Board meeting.</p> <p>01/28/2010 Staff recommended continuing until the June meeting. Owner has provided performance agreement and should be done by end of May.</p> <p>01/28/2010 Board continued until the May Board meeting.</p> <p>03/25/2010 Building Board granted variance to allow owner to leave the concrete walls as is. Variance will be granted allowing the roof system to remain an "open air" system as long as the owner supplies a statement from an engineer stating they have inspected it.</p> <p>Permit Information: Demolition permit issued 01/27/2010; no inspections. Fence permit issued 12/23/2009; no inspections. Electrical permit issued 04/06/2010; no inspections.</p> <p>Current Status: Property scheduled for the 05/27/2010 Building Code Board of Appeals meeting.</p>

CITY OF JACKSON

CONDEMNED PROPERTIES 2009

(Dangerous and Unsafe)

Property Address (Stencil #)	Date and reason for condemnation	Summary of Activities and Building Code Board of Appeals actions
902 Maple Ave (4-0857) Anthony Gittens House	10/05/09 Fire and smoke damage.	10/05/09 Condemned house. 10/28/09 Notice and Order mailed to owner(s). Owner given 4 months to complete repairs. 03/01/2010 Reinspection revealed temporary tarp and boarded up to north fire damaged roof. Recheck in 1 month and if no progress schedule for building board. 04/29/2010 Staff recommended UPHOLDING Notice and Order. 04/29/2010 Board UPHELD Notice and Order, bids to be requested for demolition. Permit Information: Building permit issued 02/04/2010; no inspections. Current Status: Building Board UPHELD Notice and Order, bids for demolition to be requested 06/07/2010.
1317 E Michigan Ave (6-0382) Jose Delossantos Stairs	07/09/09 South stairway and south 2 nd story guardrail is structurally unsafe.	07/09/09 Condemned stairs. 07/15/09 Notice and Order mailed to owner(s). Owner was given 30 days to complete repairs. 10/14/09 Reinspection conducted, no progress. 11/20/09 Staff recommended UPHOLDING Notice and Order. 11/20/09 Board UPHELD Notice and Order, bids to be requested for demolition. Permit Information: Demolition permit issued 04/13/2010; finalized 05/07/2010. Current Status: Property demolished per Building Board order.

CITY OF JACKSON

CONDEMNED PROPERTIES 2009

(Dangerous and Unsafe)

Property Address (Stencil #)	Date and reason for condemnation	Summary of Activities and Building Code Board of Appeals actions
1421 E Michigan Ave (6-0566) Hakim/Chaudhri Bashir LLC House	08/06/09 Open and accessible. Porch rotted with open holes through floor system.	08/06/09 Condemned house. 08/14/09 Notice and Order mailed to owner(s). Owner was given 45 days to complete repairs. 11/19/09 Reinspection conducted, no change in status of property. County update – 2006, 2007 and 2008 taxes are delinquent. 12/18/09 Staff recommended UPHOLDING Notice and Order. 12/18/09 Board UPHELD Notice and Order, bids for demolition to be requested. Permit Information: No permits issued to date. Current Status: Bids for demolition awarded 03/10/2010.

CITY OF JACKSON

CONDEMNED PROPERTIES 2009

(Dangerous and Unsafe)

Property Address (Stencil #)	Date and reason for condemnation	Summary of Activities and Building Code Board of Appeals actions
416 Oak St (7-0175) Jamie Cox (new owner 9/2009) Gary Cox Single Family Home	05/22/09 Foundation deteriorated and decayed and structure open and accessible.	05/22/09 Condemned house. 05/28/09 Notice and Order mailed to owner(s). Owner was given 90 days to complete repairs. 08/31/09 Reinspection conducted, owner making progress. 10/01/09 Administrative reinspection, still dangerous and unsafe. 10/16/09 Staff recommended tabling until the November meeting. Owner has started repairs but needs more time. 10/16/09 Board tabled until the November meeting. 11/20/09 Staff recommended tabling until the December meeting. Owner continues to make progress, nearing completion. 11/20/09 Board tabled until the December meeting. 12/18/09 Staff recommended UPHOLDING Notice and Order. 12/18/09 Board UPHELD Notice and Order, bids for demolition to be requested. Permit Information: Building permit issued 04/07/2010; no inspections. Current Status: Bids for demolition requested January 26, 2010. Bids for demolition not awarded, owner has pulled permit and will start repairs.

CITY OF JACKSON

CONDEMNED PROPERTIES 2009

(Dangerous and Unsafe)

Property Address (Stencil #)	Date and reason for condemnation	Summary of Activities and Building Code Board of Appeals actions
514 N Pleasant St (8-0365) Daryl Hoskins House	10/01/09 Fire damage throughout structure.	10/01/09 Condemned house. 11/5/09 Notice and Order mailed to owner(s). Owner was given 90 days to complete repairs. 02/08/2010 Reinspection scheduled. 01/28/2010 Staff recommended continuing until the February meeting to allow owner time to work with his insurance company on a settlement. 01/28/2010 Board continued until the February 25, 2010, Board meeting. 02/25/2010 Staff recommended tabling until March. Owner is awaiting insurance settlement to start repairs. 02/25/2010 Board tabled until the March Board meeting. 03/25/2010 Staff recommended tabling until the July meeting to allow the owner to start repairs now that there has been an insurance settlement. 03/25/2010 Board tabled until the July Board meeting. Permit Information: No permits issued to date. Current Status: Property scheduled for the 07/29/2010 Building Code Board of Appeals meeting.

CITY OF JACKSON

CONDEMNED PROPERTIES 2009

(Dangerous and Unsafe)

Property Address (Stencil #)	Date and reason for condemnation	Summary of Activities and Building Code Board of Appeals actions
317-19 Union St (4-1208) Dale Bartell Garage	07/21/09 Rear lean too roof system of barn collapsing. Support structure collapsed into center area of roof.	07211/09 Condemned garage. 07/08/09 Notice and Order mailed to owner(s). Owner was given 60 days to complete repairs or demolish. 09/25/09 Reinspection conducted, owner has started repairs. 10/16/09 Staff recommended tabling until December. Owner has pulled the permit and started repairs. 10/16/09 Board tabled until the December Board meeting. 12/18/09 Staff recommended UPHOLDING Notice and Order. 12/18/09 Board UPHELD Notice and Order, bids for demolition to be requested. 02/25/2010 Staff recommended tabling until April. Owner to make repairs as soon as the weather breaks. 02/25/2010 Board tabled until the April Board meeting. 04/29/2010 Staff recommended releasing, condemned portion has been demolished by owner. 04/29/2010 Building Board denied reconsideration. Permit Information: Building permit issued 10/12/09; no inspections. Current Status: Property released into open permit status.

CITY OF JACKSON

CONDEMNED PROPERTIES 2009

(Dangerous and Unsafe)

Property Address (Stencil #)	Date and reason for condemnation	Summary of Activities and Building Code Board of Appeals actions
322 W Wesley St (4-0298) Thomas Wilson House	10/01/09 Fire damage throughout house.	10/01/09 Condemned house. 10/06/09 Notice and Order mailed to owner(s). Owner was given 4 months to complete repairs or demolish. 02/08/2010 Reinspection scheduled. 02/25/2010 Staff recommended UPHOLDING Notice and Order. 02/25/2010 Board UPHELD Notice and Order, bids for demolition to be requested. Permit Information: Demolition permit issued 03/30/2010; no inspections. Current Status: Building Board UPHELD Notice and Order, bids for demolition to be requested 03/19/2010.

CITY OF JACKSON

CONDEMNED PROPERTIES 2009

(Dangerous and Unsafe)

Property Address (Stencil #)	Date and reason for condemnation	Summary of Activities and Building Code Board of Appeals actions
326 W Wesley St (4-0300) Wells Fargo Bank (new owner) Garage	06/23/09 Tree has fallen onto southwest corner of garage breaking hip rafters. West side garage open with holes through roof and weather damaged rafters.	06/23/09 Condemned garage. 07/01/09 Notice and Order mailed to owner(s). Owner was given 90 days to complete repairs. 10/14/09 Reinspection conducted, no progress. 11/20/09 Staff recommended continuing until December to allow bank time to compare the cost of demolition vs. cost of repairing. 11/20/09 Board continued until the December meeting. 12/18/09 Staff recommended UPHOLDING Notice and Order. 12/18/09 Board UPHELD Notice and Order, bids for demolition to be requested. 12/31/09 Received letter from owner requesting reconsideration. Placed on January agenda. 01/28/2010 Staff recommended continuing until the February meeting. Bank attempted repairs but repairs are unacceptable. 01/28/2010 Board continued until the February BCBA meeting. 02/25/2010 Staff made no recommendation. 02/25/2010 Board denied request for reconsideration. Permit Information: No permits issued to date. Current Status: Bids for demolition to be requested 03/19/2010.

CITY OF JACKSON

CONDEMNED PROPERTIES 2009

(Dangerous and Unsafe)

Property Address (Stencil #)	Date and reason for condemnation	Summary of Activities and Building Code Board of Appeals actions
605 Williams St (4-0777) Starting Point Financial Porch	08/06/09 Front porch system rotted. Second story stair system fire damaged and unsafe. Rotted floor landing (2 nd story).	08/06/09 Condemned porch. 08/13/09 Notice and Order mailed to owner(s). Owner was given 30 days to complete repairs. 10/14/09 Reinspection conducted, no progress. 11/20/09 Staff recommended UPHOLDING Notice and Order. 11/20/09 Board UPHELD Notice and Order, bids to be requested for demolition. Permit Information: Demolition permit issued 04/13/2010; finalized 04/21/2010. Current Status: Condemned portions of building demolished, released from condemnation.
1228 Williams St (4-0998) Christopher Lloyd-Bowser Garage	02/20/09 Roof system is rotted and caving in; open holes throughout roof system. Entry doors missing.	02/20/09 Condemned garage. 02/27/09 Notice and Order mailed to owner(s). Owner was given 45 days to demolish. 04/17/09 Reinspection revealed owner has pulled permit and work has started. Permit Information: Building permit to repair roof issued 05/08/09, no inspections. Permit expired 11/4/09. 12/18/09 Staff recommended UPHOLDING Notice and Order. 12/18/09 Board UPHELD Notice and Order, bids for demolition to be requested. Permit Information: Building permit issued 05/08/09; expired 11/04/09. Current Status: Bids for demolition awarded 03/10/2010.

CITY OF JACKSON

CONDEMNED PROPERTIES 2008

(Dangerous and Unsafe)

Property Address (Stencil #)	Date and reason for condemnation	Summary of Activities and Building Code Board of Appeals actions
320 W Biddle St (4-0549) Teri Pedersen (new owner 1/2010) County of Jackson (new owner 5/2009) MoHawk United LLC Deutsche Bank Natl Trust Single Family Dwelling	10/17/08 Open front and back door and broken windows. Interior unfit for human habitation.	10/17/08 Condemned house. 10/24/08 Emergency Order signed. 10/27/08 Property secured by DPW. 10/29/08 Notice and Order mailed to owner(s). 12/08/08 Reinspection conducted; property is secured and roof is tarped. 01/23/09 Staff recommended UPHOLDING Notice and Order. 01/23/09 Board UPHELD Notice and Order, bids to be requested for demolition. Permit Information: Roofing permit issued 03/04/2010; no inspections. Alternation permit issued 04/30/2010; no inspections. Current Status: Bid for demolition awarded 08/24/09. County sold property, awaiting deed. Demolition on hold, new owner plans to repair.

CITY OF JACKSON

CONDEMNED PROPERTIES 2008

(Dangerous and Unsafe)

Property Address (Stencil #)	Date and reason for condemnation	Summary of Activities and Building Code Board of Appeals actions
800 S Mechanic St (4-0600) Gregory Cole Multi Family Dwelling	08/06/08 Open doors and windows, damaged walls and floor in back bathroom on first floor.	08/06/08 Condemned house. 08/08/08 Emergency Order signed. 08/08/08 Property secured by DPW. 08/13/08 Notice and Order mailed to owner(s). 09/17/08 Reinspection conducted; no change in status. 02/20/09 Staff recommended continuing until March. 02/20/09 Board continued until the March Board meeting. 03/20/09 Staff recommended UPHOLDING Notice and Order. 03/20/09 Board UPHELD Notice and Order, bids to be requested for demolition. 06/19/09 Staff recommended UPHOLDING Notice and Order. 06/19/09 Board UPHELD Notice and Order, bids to be requested for demolition. 07/03/09 Owner filed Circuit Court action. 01/19/2010 Circuit Court action dismissed. Permit Information: Electrical permit issued 12/23/08; 01/14/09 rough approved. Building permit reinstated 04/22/09, no inspections. <u>Current Status: Bids for demolition awarded 03/10/2010.</u>

CITY OF JACKSON

HAZARDOUS PROPERTIES

(Secured and Released)

Property Address (Stencil #)	Date of Compliant	Date Referred to DPW or Contractor	Date Secured
942 S Jackson St (4-0621) Barbara Hubbard House	05/05/2010	05/10/2010	05/11/2010
331 W Morrell St (4-1200) Donald Callender House	04/28/2010	04/29/2010	04/30/2010
1025 Pigeon St (5-1020) George/Elnora Hardman House	04/28/2010	04/29/2010	04/30/2010
111 Stanley Ave (5-1239) Fielding Properties LLC House	05/05/2010	05/10/2010	05/11/2010
114 E Wilkins St (5-0203) Tamira Levy House	05/03/2010	05/06/2010	05/06/2010
1217 Williams St (4-0966) 4 Sure Property Mgt LLC House	04/28/2010	05/06/2010	05/06/2010
117 Wren St (5-1029.1) Mullins Properties LLC House	04/28/2010	04/29/2010	04/30/2010

CITY OF JACKSON

UNFIT FOR HUMAN HABITATION

(Notice to Vacate)

Property Address (Stencil #)	Reason Vacated	Date of Complaint	Date Vacated	Reported by	Vacated by	Date Released
=====						

**STATE OF MICHIGAN
DEPARTMENT OF ENERGY, LABOR AND ECONOMIC GROWTH
MICHIGAN TAX TRIBUNAL**

Target Corporation,

Petitioner,

v.

MTT Docket No.
(Parcel No(s). 2-247000000)

Jackson,

Respondent.

_____ /

PETITION

Target Corporation ("Petitioner"), through its attorneys, HONIGMAN MILLER SCHWARTZ AND COHN LLP, says:

1. Petitioner's principal office address is Property Tax Department, 1000 Nicollet Mall, Minneapolis, MN 55440-9456. Petitioner is a party in interest with respect to property taxes on tax parcel no(s). 2-247000000 ("Petitioner's Property"), also known as Store No. T-0673 at 1600 N. West Avenue. If this petition includes more than one (1) real property tax parcel, the tax parcels are contiguous.
2. Respondent, Jackson, assesses and collects property taxes on Petitioner's Property.
3. In 2010, Respondent determined the taxable value of Petitioner's Property to be \$2,824,620 and assessed Petitioner's Property at \$4,837,450, which

will result in a state equalized value in the same amount based upon the tentative equalization factor.

4. Petitioner's Property is classified as Commercial Real. Petitioner's Property is presently used or available for use for Retail purposes. Petitioner believes that Petitioner's Property was originally designed to be used for Retail purposes.

5. This matter involves issues relating to: (a) valuation, (b) assessment, (c) taxable value and (d) uniformity.

6. At this time, Petitioner believes, as it relates to taxable value, that there is a dispute relative to the value of a loss.

7. If P.A. 174 of 2006 requires a board of review protest for Petitioner's Property, a board of review protest was filed in March, 2010.

8. The 2010 assessment, including state equalized value and taxable value, imposed on Petitioner's Property, and the taxes to be levied and collected thereon, are invalid and unlawful and operate as a fraud upon the taxpayer for the reasons that:

(a) The assessment, including state equalized value and/or taxable value, exceeds the amount permitted by the Michigan Constitution and applicable statutes;

(b) The assessment, including state equalized value and/or taxable value, are at higher percentages of true cash value than permissible under the Michigan Constitution and applicable statutes;

(c) The assessment, including taxable value and/or state equalized value, are based upon an erroneous determination of the true cash value of that portion of Petitioner's Property that is taxable under Michigan law, and are based upon the application of wrong principles; and,

(d) The assessment, including state equalized value and/or taxable value, and the mode of assessment adopted by Respondent, discriminate against Petitioner and deny Petitioner its constitutional rights to uniformity, equal protection and due process of law.

WHEREFORE, Petitioner requests that the Tax Tribunal enter an Order reducing the 2010 taxable value of Petitioner's Property from \$2,824,620 to \$2,246,000, and reducing the 2010 state equalized value of Petitioner's Property from \$4,837,450 to \$2,246,000, and requiring Respondent to pay Petitioner the refunds attributable to such reductions, plus interest and costs.

Respectfully submitted,

HONIGMAN MILLER SCHWARTZ AND COHN LLP
Attorney for Petitioner

By: _____


Michael B. Shapiro (P20282)
2290 First National Building
660 Woodward Avenue
Detroit, MI 48226-3506
(313) 465-7622

Dated: 05/13/2010



Department of Community Development

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

Administrative Services
(517) 788-4060

Building Inspection
(517) 788-4012

Rehabilitation Services & Information
(517) 788-4070

TO: Warren D. Renando, Interim City Manager

DATE: May 21, 2010

FROM: Carol Konieczki, Community Development Director

SUBJECT: Approval and Authorization of the Mayor and Clerk to execute purchase agreements for seven properties per the terms of the Neighborhood Stabilization Program grant awarded April 28, 2009 and amended February 8, 2010. Neighborhood Stabilization Program Grant Award #NSP-2008-0274-ENT

On January 30, 2009, the Community Development Department applied for Neighborhood Stabilization Program (NSP) Housing Economic Recovery Act (HERA) funds through the Michigan State Housing Development Authority (MSHDA). On April 28, 2009, MSHDA announced \$1,700,000 in funds have been awarded to the City of Jackson to be used within its oldest residential neighborhood and area of greatest need, which is bound by Waterloo Street to the East, Ganson Street to the North, Mechanic Street to the West, and Pearl Street to the South. Since the initial award, MSHDA has authorized the funds to be spent throughout the City, but concentration of efforts to be in the target area.

The initial grant award amount in the amount of \$953,700 has been committed according to the grant requirements. A subsequent disbursement, in the amount of 746,300, was awarded February 8, 2010, subject to the satisfactory and timely commitment of the initial award. The term of the grant is March 17, 2009 to June 30, 2010.

Pursuant to the application and the agreement, this grant will be utilized to cover the costs identified with the grant, or per authorization from MSHDA.

Action requested is approval and authorization of the Mayor and Clerk to execute purchase agreements for seven Neighborhood Stabilization Program eligible properties, per the terms of the grant agreement with Michigan State Housing Development Authority not to exceed a total amount of \$180,000, and authorization for the City Attorney to make minor modification to the agreements, if necessary, for finalization.

Please place this item on the May 20, 2010 agenda for City Council consideration





MEMO TO: City Councilmembers
FROM: Karen F. Dunigan, Mayor
DATE: May 19, 2010
SUBJECT: Finance Committee Recommendation

The Finance Committee met on Tuesday, May 18, 2010, with Councilmember Frounfelker, and myself in attendance along with various City staff.

The Committee considered a request from the Downtown Development Authority in the amount of \$25,000.00. The Committee deliberated the request and agreed to recommend that the City Council approve funding in the amount of \$24,000.00, funding coming from the following accounts: \$8,000.00 from the Water Enterprise Funds, \$8,000.00 from the Sewer Enterprise Funds, and \$8,000.00 from the General Fund.

The Jackson Area Fire Apparatus Maintenance Proposal was discussed. The Committee has agreed to recommend that this item not be pursued further.

Your consideration and receipt of this report is appreciated.

KFD:skh



Office of the Mayor

161 W. Michigan Avenue - Jackson, MI 49201
Telephone: (517) 788-4028 — Facsimile: (517) 768-5820

MEMO TO: City Councilmembers
FROM: Karen F. Dunigan, Mayor
DATE: May 19, 2010
SUBJECT: Local Development Finance Authority/Brownfield Redevelopment Authority

In accordance with a Resolution adopted by the City Council on June 4, 1991, created by Authority, designated its boundaries and appointed members. (MCMLA 125.2152) Board consists of 11 members, seven appointed by the Mayor subject to City Council confirmation. Members serve four-year terms.

It is my desire, therefore, to reappoint Philip Hones, and myself to the Local Development Finance Authority/Brownfield Redevelopment Authority for a four-year term each, beginning June 4, 2010, and ending June 3, 2014.

KFD:skh



City of Jackson Board/Commission Application

Name: PHILIP HONES

Address: 922 ESSEX PARK DR. Zip: 49203

Home Phone: 768-8833 Other Phone: _____

Occupation: CITY FINANCE DIRECTOR

Community Involvement/Activity

Are you a registered voter? Ward? 6

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

1. LDFA/BRA TERM EXP. 6/3/10
2. BUILDING AUTHORITY (TERM. EXP. 6/30/10)
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

Philip Hones
Signature of Applicant

5/10/10
Date

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



Office of the Mayor

161 W. Michigan Avenue - Jackson, MI 49201
Telephone: (517) 788-4028 — Facsimile: (517) 768-5820

MEMO TO: City Councilmembers
FROM: Karen F. Dunigan, Mayor
DATE: May 19, 2010
SUBJECT: City of Jackson Building Authority

In accordance with the resolution adopted by City Council on June 4, 1991, which established the Authority and authorized execution of its Articles of Incorporation. (MCLA 123.951) Article V of these Articles states there will be a three member Board of Commissioners elected by the Mayor subject to City Council confirmation. No member of the legislative body of the incorporating unit shall be eligible for membership or appointment. Commissioners shall serve three-year terms.

It is my desire, therefore, to reappoint Philip Hones to the City of Jackson Building Authority for a three-year term, beginning July 1, 2010, and ending June 30, 2013.

KFD:skh



City of Jackson Board/Commission Application

Name: PHILIP HONES

Address: 922 ESSEX PARK DR. Zip: 49203

Home Phone: 768-8833 Other Phone: _____

Occupation: CITY FINANCE DIRECTOR

Community Involvement/Activity

Are you a registered voter? Ward? 6

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

1. LDFA/BRA TERM EXP. 6/3/10
2. BUILDING AUTHORITY (TERM. EXP. 6/30/10)
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

Philip Hones
Signature of Applicant

5/10/10
Date

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

OFFICE OF THE

Julius A. Giglio
City Attorney

Susan G. Murphy
Deputy City Attorney
Gilbert W. Carlson
Assistant City Attorney



161 West Michigan Avenue
Jackson, MI 49201
(517) 788-4050; (517) 788-4023
Fax: (517) 788-4059

CITY ATTORNEY

MEMORANDUM

TO: Hon. Mayor and City Council Members

FROM: Susan G. Murphy, Deputy City Attorney 

RE: 744 W. Michigan Avenue - Historic District Commission Claim of Appeal

DATE: May 19, 2010

Dr. Pinson appeals the Historic District Commission's (HDC) denial of his request to demolish the house at 744 W. Michigan Avenue. Jackson City Code of Ordinances, Chapter 13, Section 13-9, governs this process.

The following materials are attached for your consideration:

1. Dr. Pinson's Statement in Support of Appeal and exhibits, including proposed plan;
2. HDC Letter of Opposition to Appeal;
3. Prior proceedings before the HDC; and
4. Correspondence received to date.

This matter is scheduled for a public hearing for City Council to consider this information and any additional information or comments from the relevant parties, city staff, or members of the public in determining how to rule on the appeal.

Relevant portions of the Jackson City Code, Section 13-9 include the following:

13-9.1 Historic district commission review.

- (a)
- (c) In reviewing the plans, the historic district commission shall follow the U.S. secretary of the interior's standards for rehabilitation and guidelines for rehabilitating historic buildings, as set forth in 36 C.F.R. part 67. (A copy of these standards is available for review at the city clerk's office.) The commission shall also consider all of the following:
 - (1) The historic or architectural value and significance of the resource and its relationship to the historic value of the surrounding area.

- (2) The relationship of any architectural features of the resource and its relationship to the historic value of the surrounding area.
- (3) The general compatibility of the design, arrangement, texture, and materials proposed to be used.
- (4) Other factors, such as aesthetic value, that the commission finds relevant.
- (5) Height. All additions shall be no higher than the existing building or structure.
- (6) Second exit platforms. Second exit shall not be applied to the front or sides of a building or structure, unless they are not visible from the street or unless such prohibition would endanger the safety of the inhabitants.
- (7) Solar apparatus. Passive and active solar apparatus may be allowed only if such devices do not detract from the architectural integrity of a building or structure and are unobtrusive. Solar apparatus will not be permitted if such devices hide significant architectural features of a building or structure or neighboring buildings or structures, if their installation requires the loss of significant architectural features, or if they are such a large scale that they become a major feature of the design.
- (8) Repairs. Repairs in materials that exactly duplicate the original in composition, texture and appearance are encouraged. Repairs in new materials that duplicate the original in texture and appearance may also be permitted.

Repairs in materials that do not duplicate the original in appearance may be permitted on an individual basis if the repairs are compatible with the character and materials of the existing building or structure and if repairs that duplicate the original in materials are prohibitively expensive.
- (9) Restoration. Projects that will return the appearance of a building, structure or property to an earlier appearance are encouraged and may be permitted if such projects are documented by photographs, architectural or archeological research, or other suitable evidence.
- (10) Additions and alterations to street facades. The appearance of all street facades of a building or structure shall not be altered unless the design is sensitive to the historic character of a building or structure. Specifically, the design shall be compatible with the existing building in scale, color, texture and the proportion of solids to voids. Materials and architectural details used in such alterations and additions shall be in accordance with the Secretary of the Interior's standards.
- (11) Additions and alterations not visible from the street. Additions and alterations that are not visible from streets contiguous to the lot lines may

be permitted if their design is compatible with the scale of the existing building or structure, and if it is in accordance with the Secretary of the Interior's standards.

- (12) Repair, replacement, alterations, additions, or modifications to a roof. Existing roofing that is repaired or replaced with roofing materials of the same or similar kind and quality as that currently existing on a building or structure may be approved by the building inspector without referring the application for permission to the historic district commission.

Further provided, that in order for the building inspector to approve the aforementioned roofing, all architectural details including, but not limited to, window trim, wood cornices and ornaments must either remain uncovered or be duplicated exactly in appearance and materials.

- ...
- (e) Work within a historic district shall be permitted through the issuance of a notice to proceed by the historic district commission if any of the following conditions prevail and if the proposed work can be demonstrated by a finding of the commission to be necessary to substantially improve or correct any of the following conditions:
- (1) The resource constitutes a hazard to the safety of the public or to the structure's occupants.
 - (2) The resource is a deterrent to a major improvement program that will be of substantial benefit to the community and the applicant proposing the work has obtained all necessary planning and zoning approvals, financing, and environmental clearances.
 - (3) Retaining the resource will cause undue financial hardship to the owner when a governmental action, an act of God, or other events beyond the owner's control created the hardship, and all feasible alternatives to eliminate the financial hardship, which may include offering the resource for sale at its fair market value or moving the resource to a vacant site within the historic district, have been attempted and exhausted by the owner.
 - (4) Retaining the resource is not in the interest of the majority of the community.
- ...
- (k) Plan for preservation. In the case of an application for repair or alteration affecting the exterior appearance of a historic resource or a building or structure within a historic district, or for the moving or demolition of a historic resource or a building or structure within a historic district, which the historic district commission deems so valuable to the City of Jackson, the State of Michigan, or the United States of America that the loss thereof will adversely affect the public purpose of the City of Jackson, the State of Michigan, or the United States of America, the historic district commission may endeavor to work out with the owner an economically feasible plan for preservation of said historic resource or a building or structure within a historic district.

After the public hearing, City Council is requested to do one of the following:

- A. Affirm/Support the HDC's decision by denying the request to demolish the house, or
- B. Reverse the HDC's decision by granting the request to demolish.

If City Council denies the appeal, Dr. Pinson may appeal the City Council decision to the State Historical Preservation Board as provided for in City Code Section 13-9(b)(1).

This matter is on the City Council Agenda for May 25, 2010 as a Public Hearing on Dr. Pinson's Appeal of the HDC's decision denying the request to demolish the house located at 744 W. Michigan Avenue.

cc: Julius A. Giglio, City Attorney
Warren Renando, Interim City Manager
Carol Konieczki, Director of Community Development
Grant Bauman, Region II, Historic District Commission staff
Robert M. Grover, Attorney for Tony Pinson, M.D.
Marilyn Guidinger, Historic District Commission Chair

**Dr. Tony Pinson
Statement in
Support of Appeal**

LAW OFFICES
ABBOTT, THOMSON & BEER, PLC

THE BLAKE BUILDING
180 WEST MICHIGAN AVENUE
SUITE 601
POST OFFICE BOX 450

JACKSON, MICHIGAN 49204-0450

TELEPHONE (517) 787-8570

FAX (517) 787-8571

WILLIAM M. ABBOTT
KEVIN M. THOMSON
BRENDON R. BEER
COREY J. McCORD

ROBERT M. GROVER
OF COUNSEL
STEPHANIE S. SCHENKEL
PARALEGAL

May 19, 2010

RECEIVED
CITY OF JACKSON

MAY 19 2010

ATTORNEY'S OFFICE

By: _____

HAND DELIVERED

Ms. Susan G. Murphy
Deputy City Attorney
City Hall
Jackson, MI 49201

Re: Pinson Historic District Commission Appeal

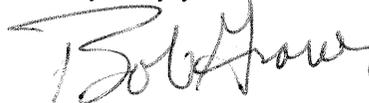
Dear Susan:

Enclosed for enclosure in the City Council packets for the meeting on May 25 is Applicant's Statement in Support of the Appeal together with several attachments.

As we discussed earlier today, since the plan for the building has changed since the matter was first considered by the Historic Commission, it might be advisable for the Commission to review the revised plan before the appeal is heard by City Council. I am authorized to stipulate to an appropriate adjournment of the hearing scheduled for next Tuesday for not more than two weeks to give the Commission time to schedule a special meeting to review the revised plan.

Please let me know whether you are willing to proceed on that basis.

Very truly yours,



Robert M. Grover

RMG/mas
enclosure

cc: Tony Pinson, M.D.

JACKSON CITY COUNCIL

In the Matter of the Appeal of

TONY E. PINSON, M.D. from
Decision of Jackson Historic District Commission

APPLICANT'S STATEMENT IN SUPPORT OF THE APPEAL

I. INTRODUCTION

Dr. Pinson is appealing the decision of the Jackson Historic District Commission on April 19, 2010 denying his application to demolish the existing house that is attached to the office building at 744 West Michigan Avenue. (Although the Commission refers to the house as a home and a residential structure it has not been used as a home or residence since at least 1969 when it became the office of Patrick Petroleum Corporation).

Dr. Pinson contends the house is not habitable or viable for either office or residential purposes and that any historical value it may have is far outweighed by the economic benefits to be derived from its demolition or removal.

II. BACKGROUND FACTS

A. Limited Historical Value. The property at 744 West Michigan Avenue is within the Under the Oaks Historic District established by ordinance in 1990. Before the District was established and as required by the City's Historic Preservation Ordinance and the Local Historic District's Act, MCL 399.201, et seq., the Commission conducted a study and prepared a report on the historical significance of the proposed District. The Report issued in July 1989 makes almost no mention of the property at 744 West Michigan Avenue or the buildings thereon. For instance, although the Report contains Building-Structure Inventory Forms containing information about many of the homes and other buildings in the proposed District, there is no such form or other information about 744 West Michigan or the house.

Enclosed is a description of the District (Attachment #1), an Appendix listing the Claire Allen buildings in the District (Attachment #2) and key local historical structures (Attachment #3). Conspicuous by its absence is the property at 744 West Michigan.

(It should be noted that many of the homes listed in Attachments #2 and #3, including the Gilbert home at 1313 West Washington Avenue, are not in the Under the Oaks Historic District as eventually established because, due to substantial opposition,

the District as proposed west of West Avenue was not included in the District as finally approved.)

Thus, although members of the Commission now contend that the house has historical significance, the Commission's own 1989 Report makes no such claim.

B. House Facts and History. The Commission apparently claims that the house was built in 1882 based solely on records in the Assessor's Office. Enclosed is Assessor's Card No. 1 first prepared in 1932 when all of the City properties were reassessed (Attachment #4). Although it indicates that the house at that time was 50 years old, the attached statement of Ilene R. Tyler, FAIA, FAPT, LEED AP indicates the house may have been built much later.

Assessor cards also indicate that the exterior of the house has been substantially altered since 1932, including the removal or enclosure of an open porch and the replacement of the original wood siding with the existing aluminum siding. The interior has also been substantially altered and remodeled to accommodate offices and the attachment of the office buildings in the 1970's. The house may only be accessed from the office building.

The first three story glass and concrete block office building was added in 1971. It contains approximately 103,530 cubic feet. In 1979 the second three story glass and concrete block building was added together with a three story entryway that connects the two buildings. The second building is 43 ft. high and the entranceway is 33 ft. high. They contain 166,496 cubic feet and 44,286 cubic feet respectively. Together the office building has about 44,000 square feet of office space on three levels.

Finally, in 1979, a 32 ft. by 44 ft. garage was built behind the office building. The garage was recently demolished to facilitate the construction of a barrier free entrance to the office building. The demolition of the garage was approved by the Commission in October 2009.

The office building was built by Patrick Petroleum and designed by Lawrence Brink, an architect with Jackson connections. Brink at one time was married to a member of the Michner family and designed other buildings in Jackson, including what is now known as Jackson Professional Plaza at 306 West Washington Avenue. Significantly, he studied for two years in the 1950's under Frank Lloyd Wright.

C. Zoning. The property is zoned R-4, high density apartment and office district.

III. THE PINSONS AND THEIR PLAN

A. The Pinsons. Dr. Tony Pinson and his wife, Dr. Lorna Pinson, have been active and committed members of the Jackson community since they came here to practice medicine seventeen years ago. Dr. Tony Pinson has served on the boards of

the United Way of Jackson County and the Michigan Theater and currently serves on the board of the Jackson Symphony Orchestra. Tony also enjoys participating as a member of the Mounted Police Division of the Jackson Sheriff's Department. Professionally he has provided leadership as a member of the board and Chief of Staff of Allegiance Health.

Dr. Lorna Pinson is a family physician who has also served as the Director or Health Officer of the Jackson County Health Department. Professionally she donates her time two days a week to providing free medical care to the underserved at the St. Luke's Clinic.

B. The Pinsons' Plan for 744 West Michigan Avenue. The Pinsons' plan for the property is a substantial commitment to the City of Jackson. The property was in foreclosure when the Pinsons purchased it in September 2009. Dr. Lorna Pinson has recently moved her family practice from Blackman Township to the office building and Dr. Tony Pinson will move his urology practice from Spring Arbor Road in Summit Township to the office building within the next few weeks. The remaining space is or will be leased to compatible tenants in the health and other fields.

The Pinsons are asking for permission to demolish the house in part because prospective tenants have indicated the house detracts from the commercial value of the office building.

Enclosed for your review are photographs, a site plan and other documents, including a report from the Pinsons' consulting architect (Attachment #5), to indicate how the property will appear if the appeal is granted and the house is demolished or removed. The Pinsons contend that their plan will improve, not detract from, the appearance of the property and substantially enhance its commercial value, all to the benefit of the City and its taxpayers.

One final point. As an alternative to demolition the Pinsons are willing to donate the house to the City if it is feasible to move the house to perhaps a vacant property owned by the City within or without the Under the Oaks Historical District.

IV. RELIEF REQUESTED

Dr. Pinson respectfully requests that his appeal be granted and that he be permitted to demolish the house.

ABBOTT, THOMSON & BEER, PLC

By: 

Robert M. Grover
Attorney for Dr. Tony Pinson

"Under the Oaks"

The Jackson Historic District Commission proposes that the first contiguous residential Historic District be established in accordance with the Historic Preservation Ordinance of 1977. At present, the city has twenty (20) individual sites located generally in the central downtown area. The proposed district is identified as "Under the Oaks". The district is generally bisected by Washington Avenue between First Street and Brown Street, and includes properties along West Michigan Avenue and Franklin Street, which parallel Washington to the north and south, respectively (see enclosed map). Michigan and Wildwood cover the northern edge of the district and are the earliest streets. Wildwood was the extension of the Territorial Road to downtown and Michigan was named St. Joseph to recognize the "path" from Detroit to St. Joseph (and on to Chicago). The district encompasses a variety of house types, from middle class workers' homes to the estates of some of Jackson's wealthiest along "Mansion Row".

The "Under the Oaks" name symbolizes many aspects of the district. Early accounts of the city refer to the large oak groves encompassing western areas of Jackson, providing a natural basis for the name. Indeed, today two of the largest oaks in Michigan are located at 734 W. Franklin Street (The Jackson Bicentennial Tree; a Red Oak over 200 years old) and 401 S. Thompson Street (a White Oak over 200 years old). The district includes the site on Franklin Street where the Republican party was founded during a public rally, under the oaks, prior to the Civil War, providing an historical basis for the district name. Many oaks in this area that were providing shade during the rally are still standing today. Finally, the district includes Jackson's first extended "suburban" residential development dating to the early 20th century, an era when prosperous city fathers were moving to the city fringe and a more open non-urban environment, symbolized by the oaks and openings. A distinctive residential architecture reflected this movement, evident today and providing an architectural rationale for the name and district.

The proposed district presents an explicitly intact body of architectural expression, with most dwellings unaltered from original construction in the late nineteenth and early twentieth century. The proposed district presents a number of architectural types and styles, providing a cross section of Jackson historically, socially, and architecturally.

The under the oaks district includes Jackson High School, one of the oldest institutions of its type in the state, and presently housed in a "Collegiate Gothic" structure, the finest example in the city. One of Jackson's oldest unaltered residences, the Hamlin House built in 1848 at 602 W. Michigan, is an excellent example of Georgian/Classical Revival architecture. The Belknap house on First Street, probably erected ca. 1860, is the finest example of Italianate Villa architecture in the city. The "IONIA" stone apartments in the 500 block of Michigan Avenue are the only surviving example of rowhouse architecture in the city. They were designed by noted architect and Jackson resident Clair Allen, who resided in one of the apartments at the time of his death. While Allen designed a number of buildings in the city and state, the single largest concentration of his work and 10 of his most architecturally notable residences occur within the proposed district.

The most architecturally imposing residences, erected as dwellings after the turn of the century and now generally converted to office use but retaining unaltered facades, occur along "Mansion Row" in the 700 block of West Michigan. Further west are a series of high style dwellings executed in Colonial Revival, Tudor Revival, and French Eclectic styles, erected by Jackson Captains of Industry in the first decades of the twentieth century, including the Camps of Camp International, the Gilberts of Gilbert Chocolates fame and executives of such companies as Sparks Witherington, Consumers Power, and other Jackson institutions. Although such architecture determines the character of the district, blocks of more vernacular dwellings ranging from workers' cottages, to what has been termed the Forsquare type, also grace the street.

Generally, the dwellings within the district are in a good state of repair, although isolated examples require maintenance. Some larger residences have been converted into apartments and display a range of care. Remodeling and renovation have occurred to varying degrees on a number of residences, but most is limited in scope and effect, confined primarily to application of aluminum siding. Most residences retain virtually all distinctive architectural detailing.

One of the primary objectives of the proposed district is to maintain the streetscape presented by the built environment and to document existing structures. To this end as of May 1989 State of Michigan architectural inventory cards have been filled out for over 1/2 of the over 600 buildings within the proposed district. The area addressed presents the most architecturally and socially intact neighborhoods in Jackson. Recently an improving economy has encouraged the architecturally unsympathetic "improvement" of several dwellings. Also, brought to the attention of the Historic District Commission, are plans to alter both the Hamlin House and Belknap House, actions which would significantly affect the integrity of the proposed district. Creation of a certified historic district will permit preservation of individually significant buildings and the effect of the proposed district as an entity.

The proposed district will not only attempt to preserve the built environment but also serve to educate property owners of appropriate means of maintenance and restoration. Some have said Jackson is not ready for an historic district. The attempt must be made now before significant structures within the "Under the Oaks" district are altered and the neighborhood loses its distinctive character.

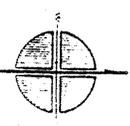
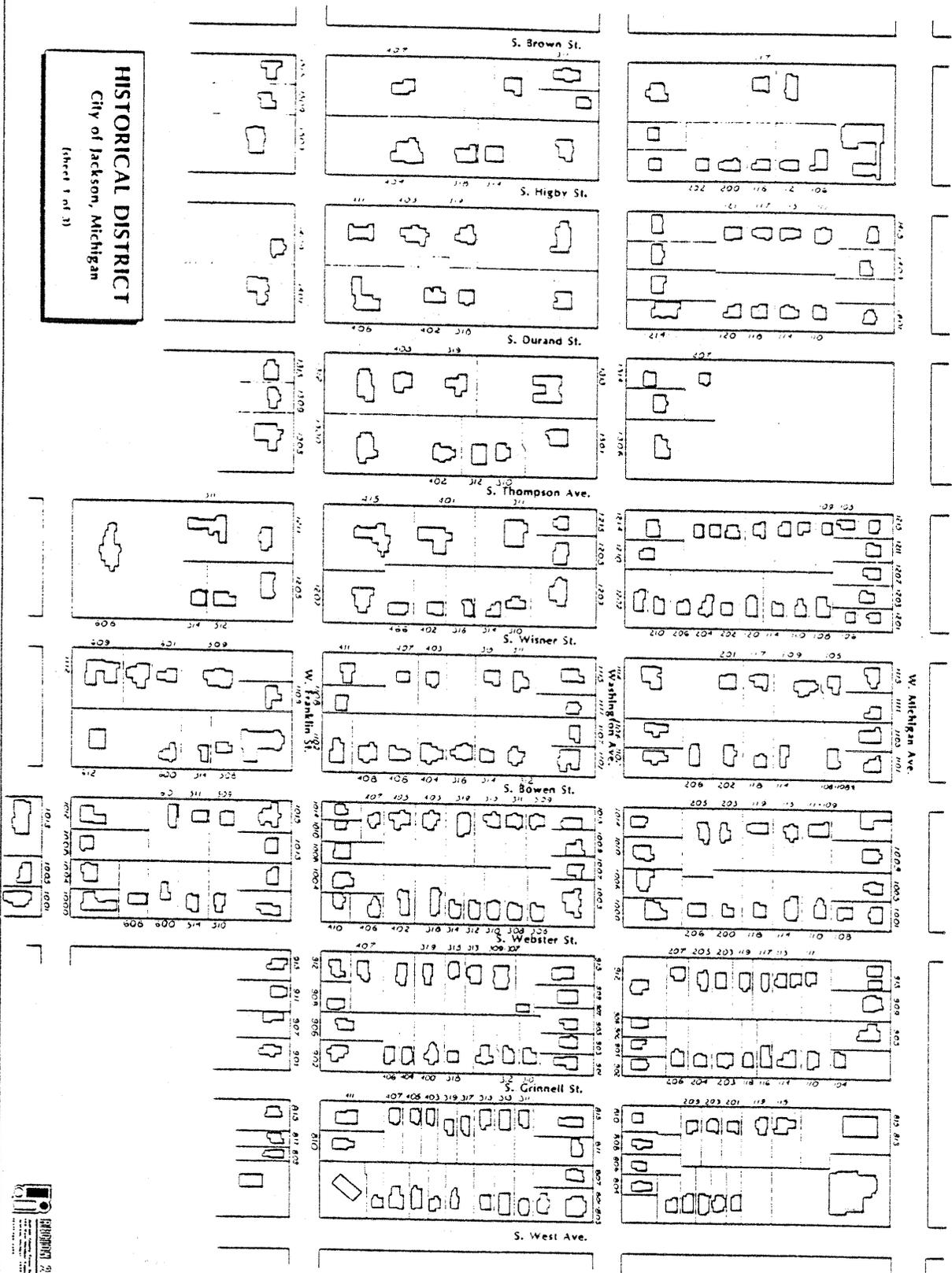
The Historic District Commission will use the Department of the Secretary of Interior Guidelines for Historic Preservation to regulate the district.

Under the Oaks

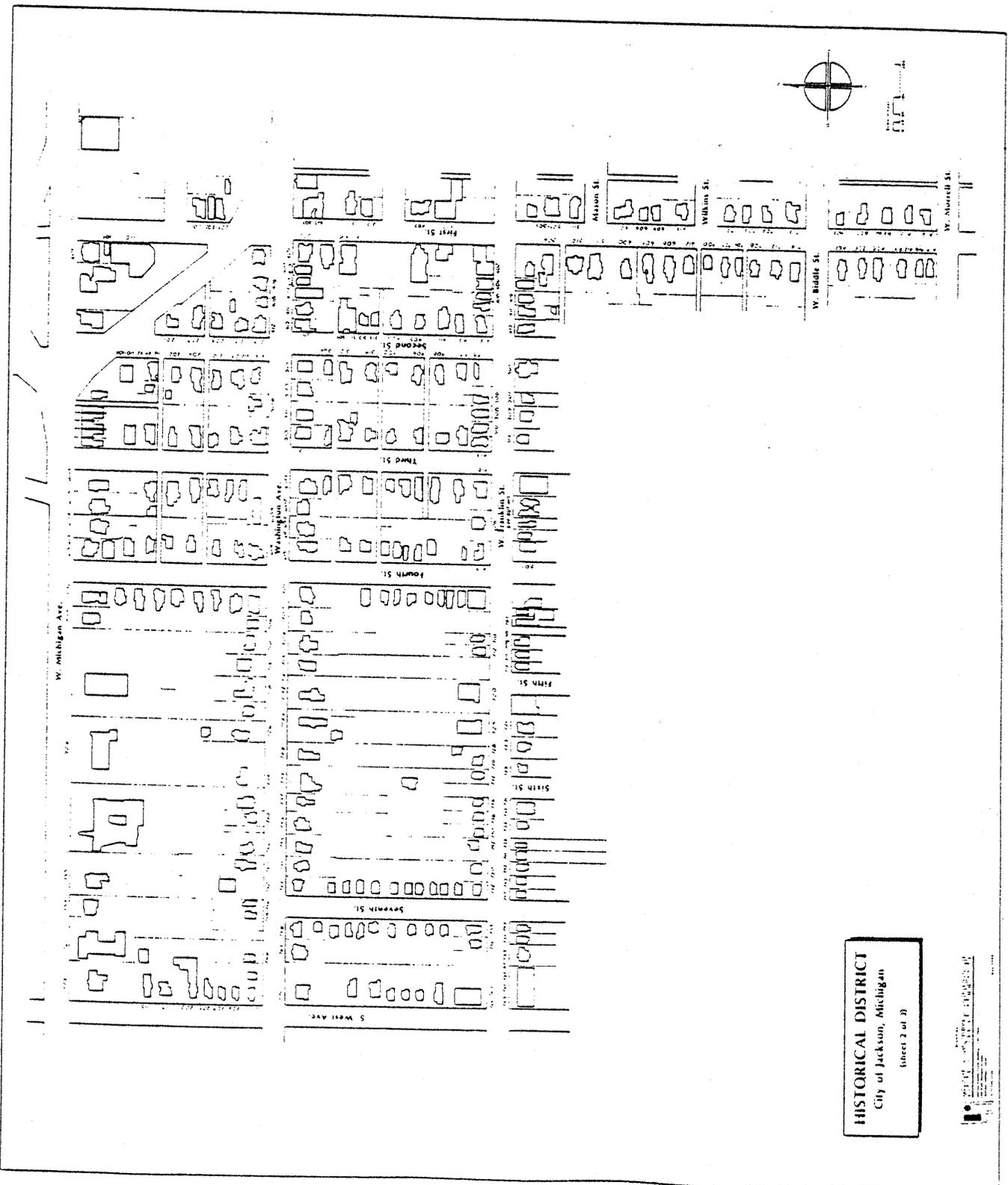
Appendix

- I. Maps of the District
 - A. Brown Street to West Avenue
 - B. West Avenue to First Street
 - C. Michigan Avenue to Wildwood Avenue
- II. Owners Requesting HDC Status
- III. Clair Allen Buildings in the District
- IV. Potential (pending) National Register Site Founding of Republican Party
- V. Sample Homes in District
 - A. Michigan Avenue
 - B. Washington Avenue
 - C. Franklin Street
 - D. Other
- VI. Key local historical structures
- VII. Property Address Cross Reference
 - Listing of present street numbers and "old" street numbers (changed in 1922)
- VIII. List of present historic sites
- IX. Proposed Ordinances
- X. Ordinance Adoption Procedure

HISTORICAL DISTRICT
 City of Jackson, Michigan
 (Sheet 1 of 3)



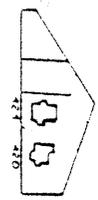
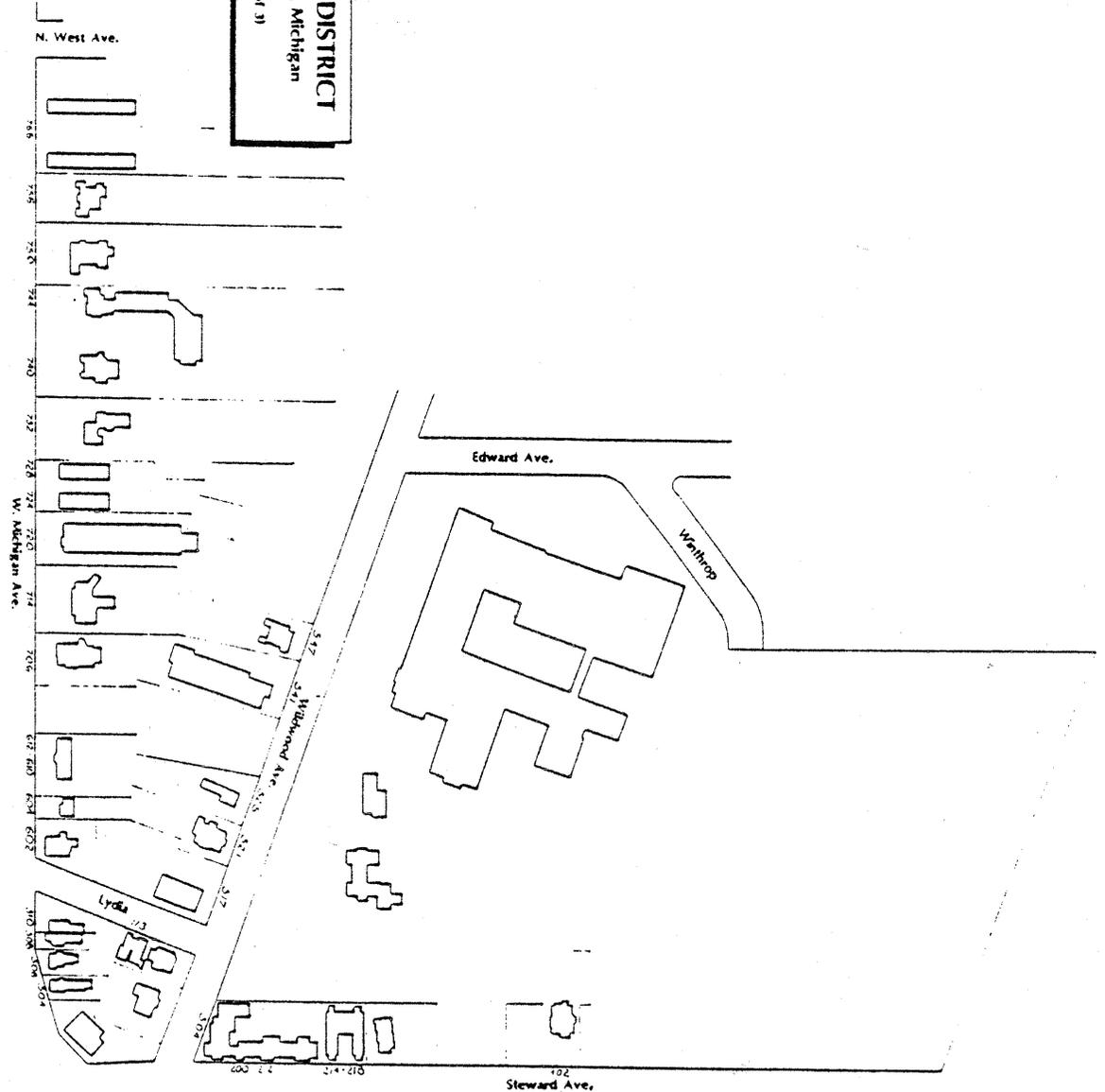
ENGINEERING & ARCHITECTURE
 1000 W. WASHINGTON AVE.
 JACKSON, MICHIGAN 48202



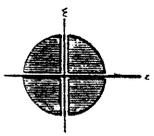
HISTORICAL DISTRICT
 City of Jackson, Michigan
 (Sheet 2 of 2)

City of Jackson, Michigan
 Planning Department
 1000 East State Street
 Jackson, Michigan 49201
 Phone: 734-771-2200
 Fax: 734-771-2201
 www.jacksonmi.gov

HISTORICAL DISTRICT
 City of Jackson, Michigan
 (Sheet 3 of 3)



PREPARED BY ENGINEERS ARCHITECTS SURVEYORS
 JACKSON, MICHIGAN



Under the Oaks

Appendix II
Owners Requesting Historic District Commission Status

205 Fourth Street
208 Fourth Street
211 Fourth Street
214 Fourth Street
215 Fourth Street
218 Fourth Street

614 W. Washington Avenue
707 W. Washington Avenue
710 W. Washington Avenue
714 W. Washington Avenue
1114 W. Washington Avenue
1203 W. Washington Avenue
1210 W. Washington Avenue
1214 W. Washington Avenue
1301 W. Washington Avenue
1308 W. Washington Avenue
1313 W. Washington Avenue
1314 W. Washington Avenue
1403 W. Washington Avenue
1406 W. Washington Avenue
1414 W. Washington Avenue
1415 W. Washington Avenue

310 S. Thompson Street
311 S. Thompson Street
312 S. Thompson Street
402 S. Thompson Street
415 S. Thompson Street

1202 W. Franklin Street
1406 W. Franklin Street

Under the Oaks

Appendix III
Clair Allen Buildings in the District

1. 205 West Avenue
2. 1000 Carlton Blvd.
3. 509-515 W. Michigan Avenue
4. 706 W. Michigan Avenue
5. 214 Fourth Street
6. 310 S. Thompson Street
7. 402 S. Thompson Street
8. 710 W. Washington Avenue
9. 1214 W. Washington Avenue
10. 1403 W. Washington Avenue

Under the Oaks

Appendix VI
Key Local Historical Structures

Key local structures:

Morrell Street

- 812, 816 from Detroit
- 818, 819 Leslie Brothers, attorneys active in many Jackson laws

Franklin Street

- 415 Sagendorf - attorney
- 501 Mrs. Bugg - Jeweler
- 705 1 of 2 remaining precinct (voter) houses
- 734 Bicentennial Oak Tree
- 739 -
- 1406 Porter House c 1938

Washington Avenue

- 701 Early farm house
- 710 Clair Allen
- 718 -
- 915 Merrick H. Nichols (early Miller c 1869)
- 1213 Tippy - President of CPCo
- 1214 W.A. Foote - Mr. Rochly Builder and Clair Allen
- 1301 Early farm house - Kennedy of Hall & Kennedy
- 1313 John O. Gilberts of Gilbert's Chocolate c 1922
- 1401 Wyncrop
- 1403 Clark House - Clair Allen
- 1415 Joseph Gum - Jeweler

Michigan Avenue

- 401 Brooks - Drug store near depot
- 407 Merriman House c 1860
- 509-515 Clair Allen
- 602 Hamlin House - early farm house c 1848
- 605 McCourtie House
- 706 Clair Allen design for Bradley M. DeLameter of Peoples National Bank
- 714 Ganiard/Hayes c 1930
- 732 Loomis - car dealer, c 1914
- 755 Camp of Camp International- corsets c 1909
- 761 Otis W. Mott of Mott Wheel Works

Wildwood Avenue

512 John George Hall - JCC
544 Jackson High School
547 C B Hayes of Hayes Wheel

Third Street

203/204 ?

Bowen Street

612 Louis Glick House of Glick Metal

Wisner Street

606 Clarence M. Day of Jaxon Steel Products (auto parts) c 1929

Thompson Street

310 Hol Blanchard of Hall & Kennedy and Clair Allen
311 Potter House and unusual stonewall
401 Large Oak tree
402 Clair Allen
415 Charles Munn - industrialist

Higby Street

319 Dr. McGarvey
404 Avis

First Street

600 Fidus Livermoor c 1840
612 -

CITY OF JACKSON MICHIGAN - ASSESSOR'S DEPT.

OWNER		ADDRESS		DESC.							
Kennedy L. Petter		744 W. Michigan Ave.		Land com at a point on the W line of Main St. 442.28 ft E & 2 rds N of the SW cor of Sec 34 T 2 S R 1 W 7th N 342 rds W or E to Baker's (now Rogers) land 7th E 712 ft 7th S to the N line							
Ladd Petroleum		Denver Club Building 618 Seventh St		Assessor's Manual 1947							
A-157a		Bolt 830 Denver B. So 2002		Assessor's Manual 1947							
CBUILDINGS											
BLDG.	CONSTRUCTION	SIZE	AREA	BLDG. UNIT	REPLACE VALUE	AGE	COND.	LNK OF UTILITY OR DEPRECIATION	APPRAISED VALUE	ASSESSED VALUE	BOARD OF REVIEW
		X			49000	40	70%	-10	9900		
		X									
		X									
		X									
		X									
LEASE OR RENT											
DATE	AMT.	TERM									
TOTAL - BUILDINGS 10500						\$	2992	\$		\$	
TOTAL - LAND & BUILDINGS 45500						\$	35500	\$		\$	
TOTAL - LAND						\$	45400	\$		\$	45400
BUILDING RECORD		LAND		BUILDING UNIT							
1946 Bldg. 10050-800 T 13800	ADD 5500	91.9555 SF	10050-800	2	1506	782	5	10,979			
1932 VALUATION:—	LAND—	6,100	ALLEY								
BLDG'S—	TOTAL—	21,100	CORNER INFLUENCE								
REMARKS:—			ENHANCING								
			DETRACTING								
			FRONT FOOT VALUE								
			DEPRECIATION								
			APPRAISED VALUE								
			EXAMINED BY	DATE							
			COMPUTED BY								
			APPROVED BY								
STREET		W. Michigan Ave.		NO. 744		WARD 2		F.B. 2-3		STENCIL 113	

19 May 2010



MEMORANDUM

From: ILENE R. TYLER, FAIA, FAPT, LEED AP

To: DR. TONY PINSON
PINSON UROLOGY
2800 SPRING ARBOR ROAD
JACKSON, MI 49203

RE: 744 W. MICHIGAN AVENUE
JACKSON, MICHIGAN
21000039

Subject: Information regarding HDC decision to disapprove the proposed demolition of 744 W. Michigan Avenue



QUINN EVANS
ARCHITECTS

219½ N. MAIN STREET
ANN ARBOR, MI 48104
734 663 5888

On Monday, April 19, 2010, the Jackson Historic District Commission voted to disapprove the owner's request to demolish the house located at 744 W. Michigan Avenue. The owner requested removal of the house because it can not be inhabited in its current state, and because it would be cost-prohibitive to return it to a state of utility. Although originally constructed for residential use, it was radically altered and converted to office use more than 40 years ago. Historic features associated with a house of this style and vintage were completely removed or covered up, and the house's historic and architectural integrity was severely compromised. It would now be appropriate to ask that the house be determined non-contributing to the historic district, and that permission to be demolished be granted.

Architectural Style of the Original House

The form of the original house suggests that it was built in the Queen Anne style, prevalent from 1880-1910. Identifying extant features include a steeply pitched, hipped roof with a side-facing cross gable, dormers and cutaway bay window on the front elevation, and generally asymmetrical building massing. Title information and the historic district study committee report are inconclusive about the date of original construction, although it can be presumed to be some time around the turn of the twentieth century.

Houses on the adjacent lots are from the same time period and in a similar Queen Anne architectural style. Other houses in the neighborhood and in the historic district vary widely from the Queen Anne, suggesting a gradual period of development without stylistic cohesiveness. In fact, the historic district study committee report states that "the district encompasses a variety of house types, from middle class workers' homes to the estates of some of Jackson's wealthiest along 'Mansion Row'."

Architectural Integrity of the Existing Structure

In the last 30-40 years, many of the houses in the district have been altered and converted to office use, or completely replaced by modern buildings. An objective of the historic district was "to maintain the streetscape presented by the built environment and to document existing structures" by creating an inventory of about half of the [600] extant buildings. 744 W. Michigan is not among those inventoried. In the 1970s, prior to establishment of the historic district, 744 W. Michigan was extensively altered for office use. Instead of being protected, character-defining features were irretrievably lost in this wave of modernization. For 744 W. Michigan, the historic district came too late to prevent this loss or to preserve its integrity.

WASHINGTON, DC
ANN ARBOR, MI
MADISON, WI

WWW.QUINNEVANS.COM

Although not demolished during the 1970s work at 744 W. Michigan, the building was poorly regarded and badly treated. The original open front porch was completely enclosed and the front door sealed from inside. Other porches were removed and openings eliminated or changed to accommodate office use. The entire exterior was insensitively clad in aluminum, covering all of the original wood siding, trim, soffits, and dormers. While some of the original woodwork may be intact under the aluminum, its condition will have deteriorated and would require complete replacement to return the exterior to its historic appearance.

The two chimneys are in very poor condition, and appear to have been partially rebuilt without any of the patterned masonry details typical to the Queen Anne style.

Conditions at the interior are even more devastating to the historic character of the original house. Corresponding to the loss of the historic porch and functional front door, there is also no entry hall or central stair, both of which are key features of a Queen Anne interior. To accommodate office use, most of the interior walls have been modified or removed, and follow no logical plan of historic use. There is no kitchen or any bathrooms, although modern toilet rooms were inserted where needed. Original woodwork and features were removed to attempt modernization, but resulted in further loss of architectural character and integrity.

In its current condition and configuration, the original house cannot be occupied for office or other use. The single egress stair is inadequate for the size of the original building.

Because of these specific conditions and the general loss of historic and architectural integrity, this structure should be deemed non-contributing to the historic district.

1970 Additions and Site Modifications

The 1970s additions were designed as an independent, free-standing design on a large lot. Because of narrow access from Michigan Avenue, a driveway directs traffic to the large flat area at the north side where there is ample parking and a barrier free entrance to a central lobby serving the newer building. This entry does not serve the original house, except through the egress stair at the south end of the addition.

The additions are consistent with the Brutalist style of architectural design, popular in the 1970s.

Concept for Building Replacement and Site Upgrade

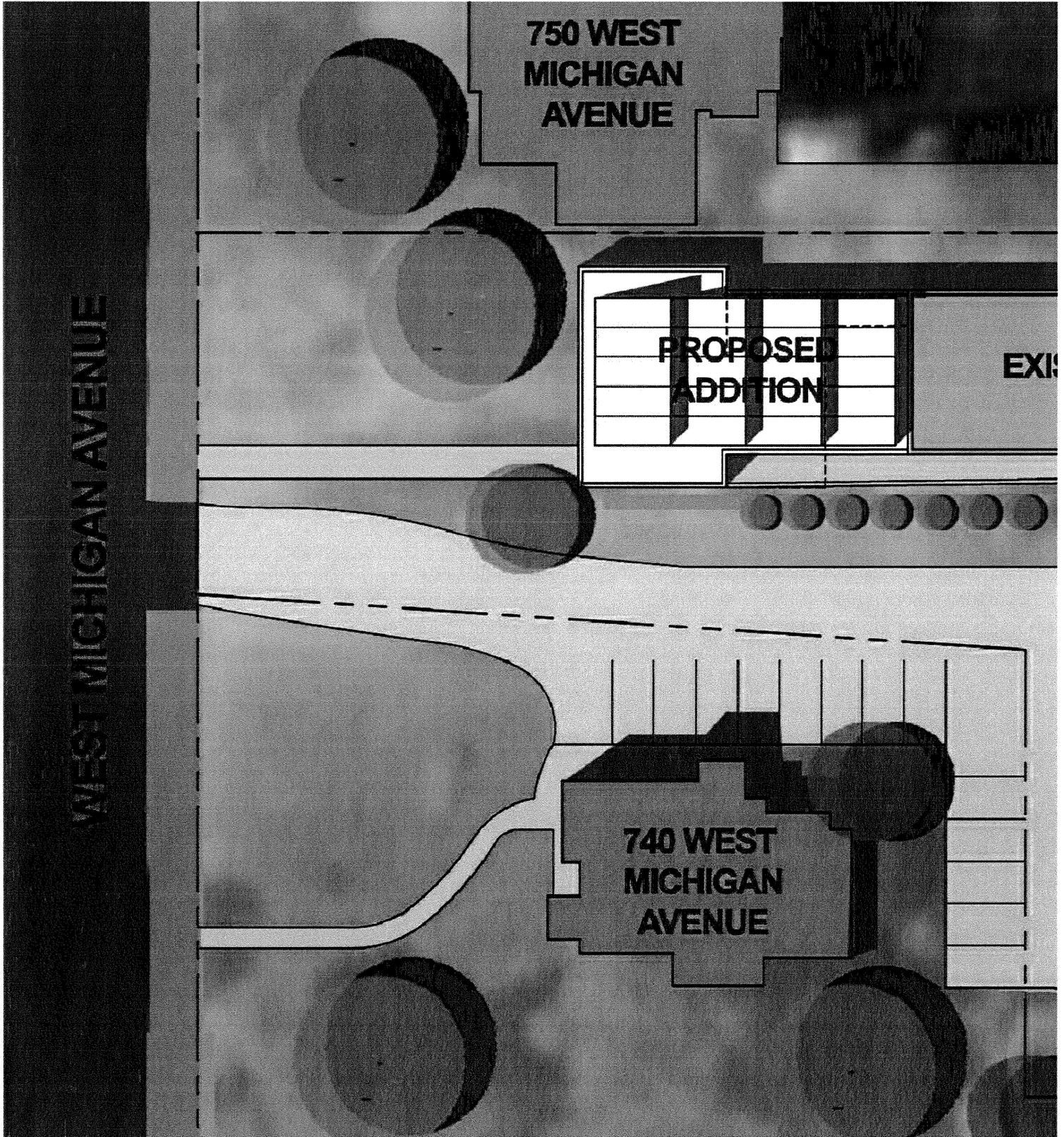
Replacing the older house with a compatible addition at the front of the site would accomplish several objectives. It would:

1. Remove the dilapidated and compromised older house, an eyesore in downtown Jackson.
2. Improve the appearance of the 1970s structure by blending its architectural style with a contemporary design and treatment in a similar style.
3. Increase the marketability and commercial value of the property.
4. Preserve the streetscape along W. Michigan Avenue with infill construction that is compatible in its massing, scale, and setback from the street.

Receiving permission to proceed with demolition of the house is consistent with the historic district commission's purpose to stabilize and improve property values in the historic district, foster civic beauty, and strengthen the local economy. Although the older house would no longer be part of the district's resources, the streetscape and the site itself would be improved, and the substantial building that has been on the site for over forty years would be expanded and enhanced to contribute to the streetscape of the district.

END OF MEMORANDUM





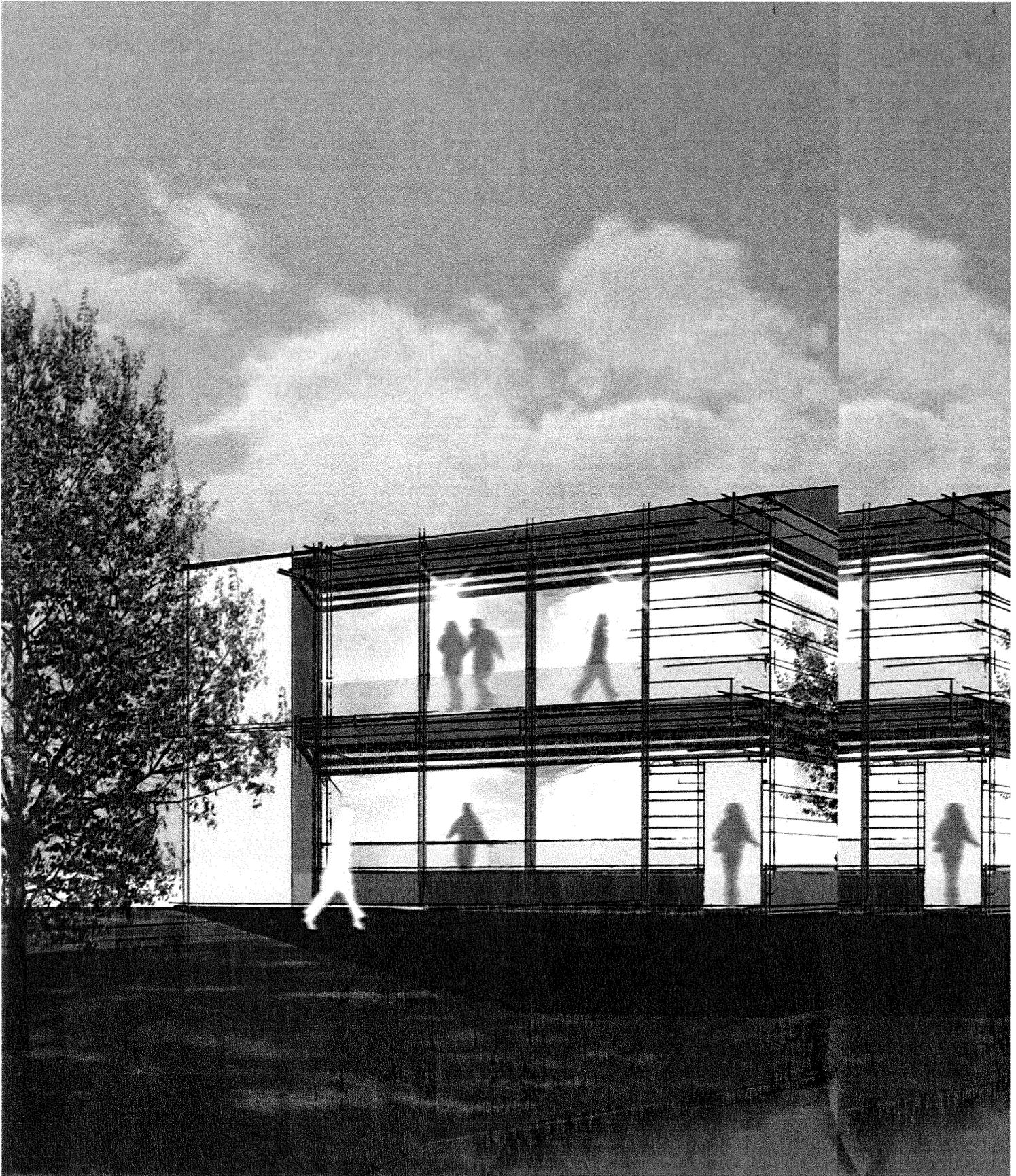
744 W. MICHIGAN AVE. EXPANSION

DIAGRAMMATIC SITE PLAN

JACKSON, MI

19 MAY 2010

QE|A #: 21000039



744 W. MICHIGAN AVE. EXPANSION

JACKSON, MI

QE|A #: 21000039

CONCEPT RENDERING | EPT RENDERI

19 MAY 2010

010

**Historic District
Commission Letter
in Opposition to
Appeal**

RECEIVED
CITY OF JACKSON

MAY 18 2010



Jackson Historic District Commission

By: _____

Staffed by the Region 2 Planning Commission (R2PC)

120 W. Michigan Avenue • Jackson, MI 49201

Phone (517) 788-4426 • Fax (517) 788-4635

May 18, 2010

Honorable Mayor and City Council members:

On October 8, 2009, Jim Heinowski of M-R Builder, along with architects George and Jason Covalle, appeared before the Historic District Commission (HDC) at a special meeting called for the sole purpose to consider their Application for Permission to demolish a garage on the property at 744 W. Michigan Ave since the property is in the Under the Oaks Historic District. They also wanted to replace some windows in the office structure attached to the rear of the house. They were granted permission on both items.

At this meeting, the architects and builder informally described the future plan that included demolishing the historic house on this Under the Oaks property. The Commission voiced concern at that time that, based on the information presented, it could not find reason to demolish the house. The Commission emphasized that the house should be used and would work with the owner to find an agreeable plan.

On April 19, 2010, Mr. Heinowski again appeared before the HDC, along with the owner, Dr. Tony Pinson, for the purpose of considering an Application for Permission to demolish the house at 744 West Michigan Ave., leaving in place only the more modern office building. This house, which was built in 1882 according to the City Assessors Office, is a contributing building in Jackson's Under the Oaks Historic District. The house was the home for prominent Jackson families such as Nathan Potter, President of the Jackson City Bank, members of the Gilbert family, Carl M. Saunders, Editor of the Jackson Citizen Patriot, and is believed to be the birthplace of US Supreme Court Justice Potter Stewart.

The Jackson City Ordinance adopted in 1977, as amended, establishes the Jackson Historic District Commission which has among its duties and functions to review plans and projects concerning construction, alteration, repair, moving or demolition of a historic resource. In reviewing Dr. Pinson's plan to demolish this historic resource, the City Ordinance, Chapter 13 requires the HDC to follow the U.S. secretary of interior's standards for rehabilitation, as set forth in 36 C.F.R. part 67. The standards which apply to this proposal are:

- 1. A property shall be used for its historic purpose or be placed in a new use that requires minimal change to the defining characteristics of the building and its site and environment.**
- 2. The historic character of a property shall be retained and preserved. The removal of historic materials or alteration of features and spaces that characterize a property shall be avoided.**
- 5. Distinctive features, finishes, and construction techniques or examples of craftsmanship that characterize a property shall be preserved.**

Based on these three standards, the HDC denied the application for permission to demolish the historic home at 744 W. Michigan Avenue.

Please note, Standard 1 does allow for adaptive reuse such as Dr. Pinson's suggestion to make the house a conference center. In fact, most of the old homes along West Michigan are being used for offices or other places of business.

The Jackson City Ordinance, Sec.13-9 (c) also states the HDC shall consider:

- (1) The historic or architectural value and significance of the resource and its relationship to the historic value of the surrounding area.
- (2) The relationship of any architectural features of the resource and its relationship to the historic value of the surrounding area.

As part of the Under the Oaks Historic District the building contributes to the historic value of the whole district. There are approximately 320 buildings and 450 properties in the Under the Oaks Historic District. Destruction of one of the buildings, especially a prominent one, of the Under the Oaks Historic District will negatively impact property values in the rest of the district, and in particular, the properties along West Michigan. West Michigan Avenue is the major gateway to Downtown Jackson, and the beautiful old homes on what was called Mansion Row are some of the few reminders of the golden age of Jackson. Prior to the formation of the HDC, a few of these buildings were torn down and contemporary buildings such as the former Red Cross building, Nelson Towers, and the Presbyterian Church erected in their place, taking away from the grandeur of Mansion Row. The Historic District Commission was created to prevent further demolishing of Jackson's heritage.

Furthermore, the Jackson City Ordinance, Sec. 13-9 (e) states that work within a historic district shall be permitted if needed to substantially improve the following conditions:

- (1) The resource constitutes a hazard to the safety of the public or to the structure's occupants.
- (2) The resource is a deterrent to a major improvement program that will be of substantial benefit to the community and the applicant proposing the work has obtained all necessary planning and zoning approvals, financing, and environmental clearances.
- (3) Retaining the resource will cause undue financial hardship to the owner when a governmental action, an act of God, or other events beyond the owner's control created the hardship, and all feasible alternatives to eliminate the financial hardship, which may include offering the resource for sale at its fair market value or moving the resource to a vacant site within the historic district, have been attempted and exhausted by the owner.
- (4) Retaining the resource is not in the interest of the majority of the community.

None of these four conditions have been met. Dr. Pinson has brought up the cost of renovating the interior of this structurally sound building as a reason for demolishing it. When a property buyer knowingly buys into a historic district, along with that comes the obligation to maintain the historic resource as part of the benefit of being in a historic district. One possible solution is to secure the building and postpone renovation until a later date. Another possibility is to take advantage of the more than 25% federal and/or state income tax credits available for renovation of a designated historic resource. In addition, there are tax credits available through Community Development.

The newspaper quoted Dr. Pinson as saying demolishing the house at 744 W. Michigan would "improve its appearance" and draw more medical companies to rent office space in his building and thereby bring more jobs to Jackson. If in fact this were true that demolishing an approximately 5000 sq. feet building would bring more jobs to Jackson, these additional jobs would come at the cost of lower property values in the historic district.

In the past 30 years while the HDC has been serving Jackson, the HDC has worked with owners of historic buildings without controversy. The HDC has scheduled many special meetings to work within owners' deadlines and has managed to come to mutual agreements with owners throughout that 30-year period.

The HDC has followed the Jackson City Ordinance and the US secretary of interior's standards as written. If the City Council overturns the decision of the HDC in this case, it will not only be going against the very Ordinance the City put in place, but it will also set precedent to owners of a historic resource that if they don't like a decision of the HDC, they simply can go to the City Council and get what they want, even when it is something the City Ordinance was enacted to stop from happening. This would negate the purpose of the Historic District Commission.

Sincerely,

A handwritten signature in cursive script that reads "Marilyn Guidinger". The signature is written in black ink and is positioned above the typed name.

Marilyn Guidinger
Chair Jackson Historic District Commission

Historic District Commission Record



Jackson Historic District Commission

Staffed by the Region 2 Planning Commission (R2PC)
120 W. Michigan Avenue • Jackson, MI 49201
Phone (517) 788-4426 • Fax (517) 788-4635

April 23, 2010

Mr. Jim Heinowski
M-R Builder, Inc
PO Box 486
Napoleon, Michigan 49261

Subject: **744 W. Michigan Avenue**

Dear Mr. Heinowski:

This letter confirms that the Jackson Historic District Commission (HDC) did not grant its permission to demolish the historic house located at 744 W. Michigan Avenue at its meeting on April 19, 2010. The motion to disapprove the request follows:

*Comm. Schaub moved, and Comm. Fuerstenau seconded, a motion to **disapprove** the proposed demolition of the historic home located at 744 W. Michigan Avenue for the reasons presented during the discussion.*

Yeas-5 (Ahronheim, Fuerstenau, Guidinger, Schaub, and Weir); Nays-0; Abstain-0; Absent-1 (Woodard)

Please contact me at (517) 768-6711 with any questions.

Sincerely,

Grant E. Bauman, AICP
HDC Staff

cc: Frank Donovan, Chief Building Official
HDC Files



Jackson Historic District Commission

Staffed by the Region 2 Planning Commission (R2PC)
120 W. Michigan Avenue • Jackson, MI 49201
Phone (517) 788-4426 • Fax (517) 788-4635

Meeting Minutes
April 19, 2010
10th Floor of City Hall

MEMBERS PRESENT: Charles Ahronheim; Martha Fuerstenau; Marilyn Guidinger, Chair; John Schaub; and Jean Weir, Vice-Chair
MEMBERS ABSENT: Jeannette Woodard
STAFF PRESENT: Grant Bauman, HDC Secretary
GUESTS PRESENT: Rachel Wineman regarding 411 W. Franklin and Jim and Nick Heinowski and Dr. Pinson regarding 744 W. Michigan Avenue

Item 1. **Call to Order**

Chairperson Guidinger called the meeting to order at 6:00 pm.

Item 2. **Consideration of the March 15, 2010 HDC Meeting Minutes**

Commissioners reviewed the minutes.

Comm. Schaub moved, and Comm. Fuerstenau seconded, a motion to approve the minutes of the March 15, 2010 meeting of the HDC as presented.

The motion passed by unanimous voice vote.

Item 3. **Public Comments**

There was no public comment.

Item 4. **411 W. Franklin Street**

Rachel Wineman asked Commissioners for guidance regarding several porch roofs at 411 W. Franklin Street which need to be repaired. She would like to install green roofs but is considering other options as well, including rubber membrane roofing. Ms. Wineman noted that the roofs need to be walkable and that she would like to install a copper band around the front porch. Comm. Schaub stated that he would like the roofs to look as close to the original as possible and that he does not want to lose any original details. The other commissioners confirmed those suggestions. Comm. Weir thanked Ms. Wineman for the opportunity to comment on the project at this point in the process.

Item 5. **Application for Permission**

The following application for permission was considered by the HDC.

744 W. Michigan Avenue

Jim Heinowski, M-R Builder, Inc. provided a summary description of 744 W. Michigan Avenue. The property contains a large office building and associated parking behind the historic residential structure which fronts Michigan Avenue. The large two-story house is set back from the street as are most of the historic houses along this section of West Michigan Avenue (pictures provided). The house has been re-sided with aluminum siding

and a porch added. While the house has interior accessibility from the office addition which meets ADA code, the house itself is not ADA barrier free. According to Dr. Pinson, the applicant, it would be a financial hardship to convert the home into useable space. Consequently, Dr. Pinson wishes to demolish the residential structure and preserve the office building. A new façade would be added to the office building and a trellis erected in order to maintain the current building setback.

The commissioners discussed the proposal. Comm. Fuerstenau spoke about the importance of all of the historic homes along Michigan Avenue (Under the Oaks Historic District) and noted that she heard nothing about structural reasons for the proposed demolition. The applicant stated that the building could continue to decay. He also noted that the vacant building has been broken into. Comm. Schaub spoke against demolition by neglect, which is against the law. The care of a historic building is a responsibility that goes with the purchase of such a building in a historic district. A break-in by others is not a reason for demolition and making the building secure is a responsibility of the owner.

Comm. Schaub noted that the house is a key building along Michigan Avenue and that it is critical to the district — big massive buildings along Michigan Avenue. The ordinance was established to preserve those structures. He also stated that the City would work with the applicant to find alternative uses for the building. Comm. Fuerstenau stated that it is important to preserve the front of the building and its relationship to Michigan Avenue. The Commission can be flexible on the building as it relates to the office building in the back.

Dr. Pinson stated that he does not feel that there is a good use for the home. He explained that the solution might be to expand the office building to where the home is, satisfying some of the objectives of the Commission. He had considered using the house as a conference center but came to the conclusion that the house needed to be gutted and the electrical, plumbing and drywall replaced, which would be too expensive. The cost for those improvements was approximately \$500,000; \$1 million has already been invested in the property. Comm. Schaub stated that he appreciates what the applicants are trying to do but that he wants to preserve the building.

*Comm. Schaub moved, and Comm. Fuerstenau seconded, a motion to **disapprove** the proposed demolition of the historic home located at 744 W. Michigan Avenue for the reasons presented during the discussion.*

Yeas-5 (Ahronheim, Fuerstenau, Guidinger, Schaub, and Weir); Nays-0; Abstain-0; Absent-1 (Woodard)

Item 6. Correspondence

Staff alerted to the various emails sent by the Midwest Office of the National Trust for Historic Preservation which were included in the agenda packet.

Item 7. Adjournment

The meeting was adjourned at 7:05 pm

Grant E. Bauman, AICP
HDC Staff



Jackson Historic District Commission

Staffed by the Region 2 Planning Commission (R2PC)
120 W. Michigan Avenue • Jackson, MI 49201
Phone (517) 788-4426 • Fax (517) 788-4635

Staff Report 744 W. Michigan Avenue April 19, 2010

General Information

Applicant

Mr. Jim Heinowski
M-R Builders, Inc.
PO Box 486
Napoleon, MI 49261

Dr. Tony Pinson

Description of Change

The applicant is requesting the demolition of the existing home which fronts Michigan Ave.

Detailed Description

The applicant wishes to demolish the historic residential structure in front of a large office building. A new façade which complements the office building is proposed. A landscaped area, including a trellis, is proposed for the area currently occupied by the historic residential structure (please see the attached application, site plan, and email).

Proposed Loss/Change of Design Details

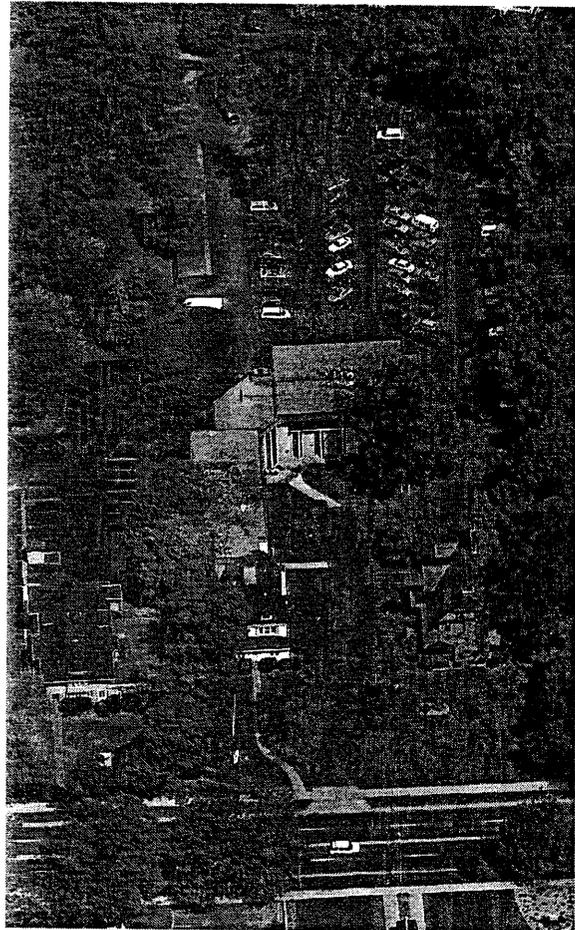
A historic residential structure along Michigan Avenue would be lost.

Anticipated Date of Completion

As soon as possible.

Estimated Cost of the Change

Anticipated project costs total approximately \$100,000.



RECEIVED
APR 09 2010

*****INSTRUCTIONS ON REVERSE SIDE*****
JACKSON HISTORIC DISTRICT COMMISSION
APPLICATION FOR PERMISSION
(FOR CERTIFICATE OF APPROPRIATENESS)

1. Application information Property Address: 744 W. MICHIGAN AVE Date: 4-9-10
Applicant Name: M-R BUILDER, INC. (Jim Henowicki)
Mailing Address of Applicant: P.O. Box 486
City: Napoleon State: MI Zip: 49261
Work Phone: 517-326-4300 Home Phone: _____ Email: JHENOWICKI.MRBUILDER@USMAGNET.NET

2. Property information Owner (if not the same): DR. TONY PINSON
Contractor (if any): M-R BUILDER, INC.
Architect (if any): GEORGE COVALL ARCH. AND ASSOC., INC.

DESCRIPTION OF CHANGE

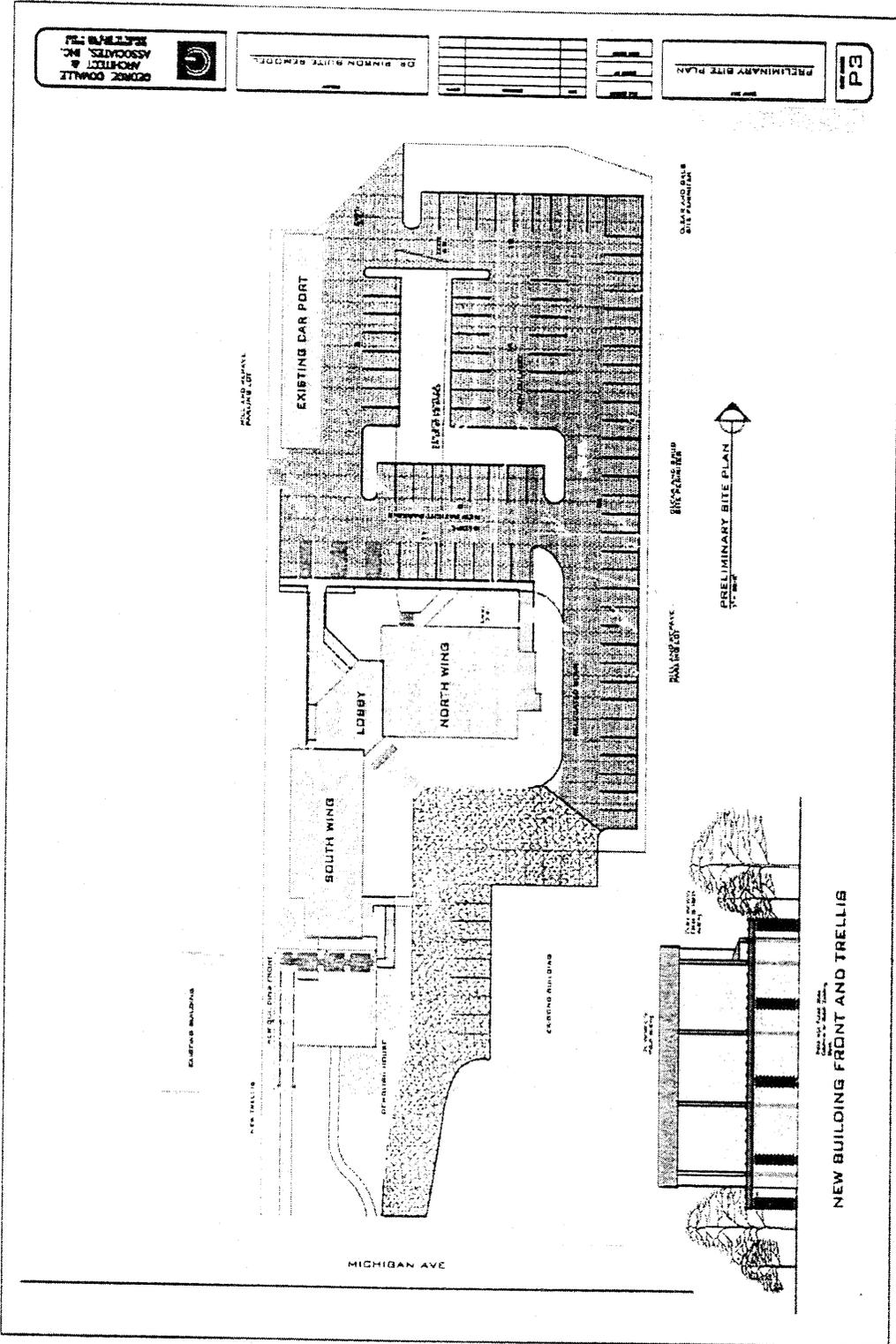
3. Detailed description: REMOVAL OF EXISTING HOME (SOUTH SIDE)
ATTACHED TO OFFICE BUILDING. HOUSE IS NOT HABITABLE
FOR EITHER COMMERCIAL OR RESIDENTIAL USE.
FACADE ON SOUTH ELEVATION TO COMPLEMENT EXISTING
OFFICE STRUCTURE. WOULD LIKE TO REPLACE WITH
LANDSCAPED AREA WITH TRELLIS TO COMPLEMENT
ARCHITECTURAL FEATURES OF EXIST COMMERCIAL BUILDING.
4. What design details will be lost or changed? REMOVAL OF EXISTING HOUSE
FRONTING MICHIGAN AVE. NEW FACADE FRONTING MICHIGAN
AVE TO COMPLEMENT EXISTING OFFICE STRUCTURE AND
ADD TRELLIS W/ PARK FEATURES TO AREA FRONTING
WEST MICHIGAN AVE.
5. Anticipated date of completion. ASAP
6. Estimated cost of change. \$100,000
7. Does this building contain a fire alarm system or a smoke alarm? If so, what type? Fire
Alarm system Please certify you will install a fire alarm system or smoke alarm for this
project before the anticipated date of completion in #5 above: Yes No

FOR CITY USE ONLY

BUILDING INSPECTION
Date Received: 4.9.10
Referred to HDC: 4.9.10
Signature: [Signature]

HISTORIC DISTRICT COMMISSION
Date Considered: _____
Action: _____
Signature: _____
Approval of this Application for Permission deems
this form a "Certificate of Appropriateness"

*****INSTRUCTIONS ON REVERSE SIDE*****



GEORGE KONIATZ ARCHITECT & ASSOCIATES INC. 1500 W. WASHINGTON ST. CHICAGO, IL 60604
 GEORGE KONIATZ ARCHITECT & ASSOCIATES INC. 1500 W. WASHINGTON ST. CHICAGO, IL 60604
 PRELIMINARY SITE PLAN
 PRELIMINARY SITE PLAN

From: <jheinowski.mrbuilder@comcast.net>
To: <gbauman@co.jackson.mi.us>
Date: 4/12/2010 2:43 PM
Subject: Pinson site plan and front elevation
Attachments: Pinson site plan and front elevation pdf

Grant Bauman

Attached is a pdf version of Dr. Pinsons building. I added a preliminary front elevation to it. We plan on pulling the characteristics of the existing building on to the new front elevation and also into the trellis. As I stated before I would be more than happy to take individuals through the existing house. Please feel free to contact me at the cell number below. Thank you.

Jim Heinowski
M-R Builder, Inc.
Office 517-536-4300
Cell 517-206-7130

Community Comments

Another letter

From: Denice Leach [mailto:dblairleach@gmail.com]
Sent: Monday, April 26, 2010 11:56 AM
To: Karen Dunigan
Subject: City Council Agenda Item for April 27, 2010: Re: 744 W Michigan Ave Demolition

Dear Mayor Dunigan,

I am writing to ask you to oppose an application for the demolition of the historic Pinson mansion located at 744 West Michigan Ave.

I understand that the Historic District Commission denied the owner's (Dr. Tony Pinson) request for demolition, and he will be appealing to the City Council to get the decision reversed.

According to the HDC, Dr. Pinson presented no evidence that the building is structurally unsound. Further, demolishing buildings in a historic district results in lower property values for all who remain in the district. Those who have purchased and invested in property in the district and other community members who value our historic resources have a reasonable expectation that the historic district ordinances will be enforced.

I respectfully urge you to oppose demolishing a structure that adds to the historic character of our city and undermining the integrity of a Jackson historic district.

Sincerely,

Denice Blair Leach
746 Randolph St.
Jackson, MI

--

Denice Blair Leach, M.A.
Ph.D. Student
Educational Psychology & Educational Technology
401 Erickson Hall
Michigan State University
East Lansing, MI 48824
leachden@msu.edu
517-745-3415
<http://historicplace.wordpress.com>

"I call architecture frozen music." - Johann Wolfgang von Goethe (1749-1832)

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

Lynn Fessel

From: Karen Dunigan
Sent: Monday, April 26, 2010 3:16 PM
To: Lynn Fessel
Subject: FW: 744 West Michigan application

Lynn, you might want to put this with correspondence regarding this issue. Thanks Karen

From: John King [mailto:jcking44@yahoo.com]
Sent: Monday, April 26, 2010 2:25 PM
To: Karen Dunigan
Cc: jcking44@yahoo.com; Andy Frounfelker
Subject: 744 West Michigan application

Dear Mayor Dunigan:

I was notified that an application for permission to demolish the mansion at 744 West Michigan Avenue will come before the city council tomorrow night. I live on 3rd Street, three houses down from West Michigan. I ask that you deny the permission and that my opposition to the application be noted during the meeting.

I feel the demolition of a nice looking historic house only to open up the view of the office building further back would detract from the character of the neighborhood. It is my understanding the Pinson's will be claiming hardship, but that should have been thought of during the recent process of their purchasing the mansion. The city's historic homes should not be endangered because an individual finds it profitable to purchase property and demolish an existing nice looking historic home.

Sincerely,

John King
203 3rd Street
Jackson, MI 49201
784-3282

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

Lynn Fessel

From: Karen Dunigan
Sent: Monday, April 26, 2010 3:41 PM
To: Lynn Fessel
Subject: FW: (no subject)

Another letter – Pat sits on the ZBA Board.

From: Martyscat@aol.com [mailto:Martyscat@aol.com]
Sent: Monday, April 26, 2010 3:19 PM
To: kengaiser@aol.com; afrounfelker@yahoo.com; Karen Dunigan; mfuerstenau@sbcglobal.net
Subject: (no subject)

As residents and property owner in the Jackson Historic District, we are definitely opposed to the demolition of the residence at 744 W. Michigan Avenue. Michigan Avenue is one of our few remaining streets that still have some notable residences left. As Michigan Avenue is still the main thoroughfare thru our town, we should be obliged to retain its beauty. If we aren't careful, the next thing will be electronic signs up and down the avenue. This in turn will certainly lower our property values along with giving a bad impression to visitors entering our city.

John & Pat Gutekunst

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

Lynn Fessel

From: Karen Dunigan
Sent: Tuesday, April 27, 2010 2:27 PM
To: Lynn Fessel
Subject: FW: demolition of 744 W. Michigan

From: Jean Weir [mailto:jean_weir@comcast.net]
Sent: Monday, April 26, 2010 9:08 PM
To: kengaiser@aol.com; arfounfelker@yahoo.com; Karen Dunigan
Subject: demolition of 744 W. Michigan

Dear Mayor and Commissioners, as a member of the Historic District Commission I emphatically urge you to vote against the demolition of the house at 744 W. Michigan Ave. The loss of this house would destroy the integrity of W. Michigan Avenue and would be another statement saying that Jackson does not care about its history or its beautiful architecture. In light of the present economic challenges, as Jackson is seeking an identity, why destroy one of the most positive elements of this city?

Secondly, allowing this demolition, after what happened with the church rectory, would negate any power the HDC has, rendering us impotent, then greed and self-interest wins out over community pride, art and history.

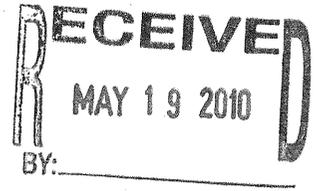
Please, please take careful consideration the impact of the destruction of this house would have on Jackson.

Thank you for your time,

Jean Weir, Historic District Commission

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

5-18-10



Dear Mayor and city council,

As a resident of Jackson, a member of the Historic District Commission and a partner in the new tour group "Jackson's Journeys", I emphatically urge you to vote against allowing Dr. Panson to tear down the house at 744 W. Michigan. Tearing down this house means destroying one of Jackson's resources. Under the guidance of Mindy Brandish of the Jackson Tourist Bureau, Judy Gail Krasnow and I are forming bus tours to cite the amazing storehouse of historical and architectural venues Jackson has to offer. We are working with the Michigan Theater, Ella Sharp, the Shakespeare Festival, the Dahlen and the Congregational Church to provide an exciting, well-rounded tour. Removing this house just makes another hole on Michigan Ave, losing part of the integrity of this

gateway.

Dr. Pinson says he will be creating jobs by removing this structure. We, too, plan on creating jobs as we will be hiring other tour guides and drivers and promoting tourism and other service industries.

At Armory Arts we are working very hard to turn Jackson into a tourist destination. We get calls from all over the world to see the world's largest walled prison that has turned into an artist community. People are fascinated and we want to expand this potential goldmine to the rest of the significant architectural and historical segments of Jackson. Since March of 2010 we have had over 400 people tour Armory Arts. Both Debbie Staknow and Carl Levin have toured here and see the potential.

Secondly, by allowing Dr. Pinson to tear down this house it will be, virtually negating the Historic District Commission. Since this is the second time the council has been approached to overrule a HDC decision, it is fearful this will become an option to avoid city rules and regulations.

Thirdly, Dr. Pinson knew he was buying into a historic district. Why should he be exempt from following the rules the city has put into place?

Finally, I urge you, on behalf of future business and the beauty of Jackson to deny Dr. Pinson's appeal.

Sincerely,

Jan Wien

May 20, 2010

To: Honorable Mayor and City Council Members

From: Martha Fuerstenau, 515 W Michigan Avenue, Jackson, MI 49201

Re: Request for Appeal, Dr. Tony Pinson, 744 W Michigan Avenue

I have lived in the Under the Oaks Historic District since 1984. My first apartment on moving to Jackson was in the district. I moved into my current residence at 515 W Michigan Avenue in 1988. Since that time I have acquired 3 other properties in the district: 511 W Michigan, 513 W Michigan, and 519 W Michigan Avenue. I have served on the Jackson Historic District Commission (JHDC) on and off since the mid-1990's, and currently serve on the commission. I agree with the action of the JHDC and you have their response to Dr. Pinson's appeal: I am writing you as a property owner, voter, and resident of the Under the Oaks Historic District.

There are many reasons for you to deny Dr. Pinson's appeal to demolish the historic home on his property at 744 W Michigan Avenue:

Establishing Precedence

There are criteria specified in the ordinance regarding demolition of property within a historic district. None of those criteria are met in this situation. To briefly summarize, the house is structurally sound with a good foundation; economic hardship is not met due to the fact that Dr. Pinson (according to his own statements) has already invested \$1 million into the property. Public record indicates he paid \$415,000, so perhaps \$600,000 has been invested outside the purchase price – this is obviously outside the resources of the average Jackson home or business owner, and not an indication of economic hardship. You as City Council are obligated to follow City ordinances. If you fail to apply the ordinance in this case, you will establish precedence for granting any appeal without cause, ultimately gutting the district ordinance of any standards whatsoever, and harming the majority of residents and owners who benefit from the ordinance being in place.

Historic Preservation in Jackson

The historic ordinance was established in 1977 and the Under the Oaks district established about 13 years later. The Under the Oaks district is important because of the continuity of historic homes that make a statement to residents and visitors alike, that Jackson values our history. Homes in this district are designated for a variety of reasons including architecture and the history of the people who lived there. It is a significant claim for Jackson, Michigan to have a connection to a US Supreme Court Justice, and that man, Stewart Potter, was born at 744 W Michigan Avenue. These homes are not designated simply because they are old. These homes are historic regardless of their current appearance.

We have lived without controversy under this ordinance for over 30 years. In that time, two very significant events occurred that indicate the positive view and support Jackson citizens have for historic preservation: first, the historic renovation of Jackson High School; second, the historic renovation of City Hall. In both cases, civic leaders were openly against these projects, but the people of Jackson voted not just at the voting booth but ultimately with their wallets, as we agreed that preserving these buildings was worth the price. There are community values that go along with these decisions that are not always about dollars and cents. As our current civic leaders, you should not ignore the wishes of your constituency.

Property Owner Rights

I purchased my first property and residence just prior to the establishment of the Under the Oaks district. I assume that the City will stand by this ordinance. My belief, based on economic data from State and National sources, is that this ordinance stabilizes the current and future value of my property, which is why I have continued to invest in property in the historic district over the past 20 years. Historic District property owners accept the fact that exterior renovation must be reviewed by the Historic District Commission. This is the compromise and understanding that a property owner agrees to when purchasing in the historic district. By allowing one individual, Dr. Pinson, an exemption from the ordinance, you are undermining the reason this neighborhood is sought after by potential property owners who want to live in a neighborhood where preservation is the rule not the exception and not optional.

My property values are at stake here as well. If you grant Dr. Pinson's appeal, my property values are at risk because you have opened the door to future demolition in the district. Dr. Pinson may ask you to consider his economic situation as you make this decision, and I certainly ask you to consider mine. I have consistently invested in downtown Jackson over many years and currently own 4 separate properties in the district. My property is rented out just like Dr. Pinson is attempting to do. I ask that you consider the 300+ property owners whose property values will be diminished by Dr. Pinson's demolition of his historic home.

Summary

I wish I understood Dr. Pinson's reasoning in purchasing property in the historic district and immediately requesting demolition. My experience in this neighborhood over the past 20 years indicates that most property owners take great pride in their homes and the renovation projects that improve their property. I have been rewarded with State of Michigan Historic Preservation Tax Credits for two projects in the past 3 years; a huge financial benefit, simply because I own property in the local historic district.

Ultimately this is an issue of fairness, weighing the request of one individual against the rest of the 300+ property owners in the district. If you approve Dr. Pinson's appeal, you will have broken the compact that property owners in the district have depended on the City to apply equally to all, and you will have compromised your standing in the future to deny requests for demolition in the historic district.

I respectfully request that you deny Dr. Pinson's appeal.



City Clerk

161 W. Michigan Avenue - Jackson, MI 49201
Telephone: (517) 788-4025 — Facsimile: (517) 788-4651

May 20, 2010

TO: Honorable Mayor and City Councilmembers
FROM: Angela Arnold, Deputy City Clerk *Angela*
RE: Public Hearing and Resolution Regarding the Necessity of Street Paving
on North Street from Lansing Avenue to Cooper Street

Attached please find a resolution determining the necessity of street paving as described above. Notification of the public hearing has been placed in the Jackson Citizen Patriot and letters have been mailed to property owners notifying them of the public hearing, estimate of the proposed project and funding sources, along with an estimate of individual property assessments, which can be paid in ten (10) annual installments.

Please consider this resolution on the May 25th agenda after the public hearing is held.

Thank you.

Attachment

C: Warren Renando, Interim City Manager
Jon Dowling, Director of Engineering/DPW
David Taylor, City Assessor

RESOLUTION
STREET CONSTRUCTION

BY THE CITY COUNCIL:

WHEREAS, under the authority granted by Ordinance No. 98-6 and 98-20, the City Council has reviewed the report regarding the necessity of street paving on North Street from Lansing Avenue to Cooper Street the following estimated costs, to wit:

MDOT/FHWA Funds	\$ 903,000.00
Major Street Funds	\$ 249,000.00
Street Construction Assessments	\$ 202,464.29
Water Funds	\$ 383,000.00
Sewer Funds	\$ 72,000.00
Total Project Cost	<u>\$1,809,464.29</u>

WHEREAS, notice has been duly given that the City Council would hold a public hearing in the City of Jackson on Tuesday, the 25th day of May, 2010 at 7:00 p.m. to hear any and all objections and suggestions by interested parties to said public improvement; and

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

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

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

* * * * *

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

I, 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 25th day of May, 2010.

IN WITNESS WHEREOF, I have hereunto affixed my signature and the seal of the City of Jackson, Michigan, on this 26th day of May, 2010.

Lynn Fessel, City Clerk



Jackson Brownfield Redevelopment Authority

161 W. Michigan Avenue - Jackson, MI 49201
Telephone: (517) 768-6433 — Facsimile: (517) 780-4781

May 18, 2010

TO: Warren Renando, Interim City Manager

FROM: Carol Konieczki, Community Development Director

RE: **Public Hearing to Hear Public Comments for the Submittal of a United States Environmental Protection Agency (USEPA) Brownfield Area-Wide Planning Pilot Program Grant and Resolution Authorizing the Community Development Department to Submit an Application to the USEPA**

On May 11th, City Council set a public hearing for the 25th of May, 2010, during a regularly scheduled Council Meeting, to consider a grant application in the amount of \$175,000 to the United States Environmental Protection Agency (USEPA) for Brownfield Area-Wide Planning. The applicant is required by the USEPA to hold a public hearing to provide public comment prior to the submission of the application. The public has been notified of this hearing by publication in the Jackson Citizen Patriot, an official paper of general circulation, not less than ten (10) days prior to the hearing.

Award of this grant funding would result in an area-wide plan which will inform the reuse of Brownfield properties and promote revitalization. The target area will include the former Acme Building site, Michner Plating, Armory Arts Village, the old Art Moehn lot, and the Cooper Street corridor, which borders our Neighborhood Stabilization Program area and is immediately north of downtown Jackson. The intent is to improve effects from exposure to environmental contamination, and stimulate investment to retain and create jobs in the community.

The Jackson Brownfield Redevelopment Authority (JBRA) will be the grant recipient and supports this application. The JBRA encourages Council to approve the submission of the application. The JBRA has been successful in obtaining and administering grant awards from the USEPA in the past, obtaining grants for site assessment in both 2004 and 2007, each awarding the JBRA \$400,000 for both hazardous and petroleum site assessments. The JBRA was also awarded a \$1 million dollar Revolving Loan Fund from the USEPA in 2008.

Recommended action is for Council to hold a public hearing, as established, regarding the USEPA Brownfield Area-Wide Planning Pilot Grant to receive public comment, and to authorize the Community Development Department to submit a grant application to the USEPA requesting \$175,000 for Brownfield Area-Wide Planning, subject to modification as necessary by the Community Development staff for finalization and submission.

CK/bh

Cc: Barry Hicks, Economic Development Project Manager

CITY OF JACKSON, MICHIGAN

RESOLUTION AUTHORIZING SUBMISSION OF A USEPA GRANT APPLICATION FOR THE BROWNFIELD AREA-WIDE PLANNING PILOT PROGRAM

WHEREAS, the City of Jackson is concerned about the long-term impact of contaminants on the health of the community and the environment, and desires to support activities that promote sustainable reuse of brownfield sites, and

WHEREAS, the City of Jackson is home to over one hundred potential brownfield parcels in and around the Grand River and the Downtown, which potentially have a negative economic impact on the community; and

WHEREAS, the City of Jackson needs to create a plan to address environmental concerns and redevelop brownfields to protect the health of the community and provide a vision for the community; and

WHEREAS, the City of Jackson desires to continue to work with the private sector and to partner with the Enterprise Group of Jackson, Jackson County Land Bank Authority, and Region 2 Planning Commission for the purposes of this grant; and

WHEREAS, the Community Development Department desires to make application to the United States Environmental Protection Agency (USEPA) for the Brownfield Area-Wide Planning Pilot Program Grant in the amount of \$175,000;

NOW, THEREFORE BE IT RESOLVED, that the Jackson City Council hereby approves the submission of the May 25, 2010 grant application to the United States Environmental Protection Agency for \$175,000 in to assist with area-wide planning for brownfield redevelopment.

* * * * *

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 25th day of May, 2010.

IN WITNESS WHEREOF, I have
hereto affixed my signature and the Seal of the
City of Jackson, Michigan, on this 26th day of
May, 2010.

City Clerk



May 20, 2010

TO: Warren Renando, Interim City Manager
FROM: Philip Hones, Finance Director
RE: PROPOSED ANNUAL BUDGET RESOLUTION FOR FISCAL YEAR 2010/11

Attached is the proposed Annual Budget Resolution for fiscal year 2010/11 scheduled for adoption at the City Council meeting of May 25th.

The Annual Budget Resolution:

- 1) Adopts the fiscal year 2010/11 budget for all City funds (except for the CDBG Funds, which are adopted separately),
- 2) Amends the current fiscal year 2009/10 budget to those amounts projected, and
- 3) Orders the levy of City tax rates on the taxable value of all classes of property.

Inclusion of the amendment of the current fiscal year budget (item 2 above) in this Resolution not only streamlines the budget process but also assures that both the current fiscal year as well as the proposed adopted budget for next fiscal year are as reflected in the forthcoming 2010/11 Adopted Budget document.

There have been some changes incorporated into this resolution since the City Manager's Proposed Budget notebook was distributed in mid-April. Those changes are:

General Fund-

- Eliminated estimated revenue from Henrietta Township of \$366,000.
- Eliminated transfer of Cell Tower lease revenue to the Capital Projects Fund which historically has been used to fund Public Arts Committee expenditures – \$ 26,967.
- Included CDBG allocation (one-half) for City Attorney code enforcement - \$ 31,500.

Other Funds-

- Incorporated additional \$36,821 grant into Fund # 266, per Police Department request.
- Added to Fund # 494 the projected costs of \$ 25,000 for IRS audit-related attorney fees for the BRA Bond audit. There are sufficient funds from interest earnings to cover this.
- Added \$ 375,000 in Parking Deck (fund #599) capital for sealing the top decks of both ramps as well as an LED light change-out. These items will come back to the Council for approval when the work is eventually bid.

Attached is a revised budget summary for the General Fund which shows the fund balance is now projected to be approximately 8.34% of expenditures at 6/30/11 after these revisions.

Please let me know if you have any questions regarding the above.

City of Jackson
Fiscal Year 2010/11 Adopted Budget
General Fund
Summary of Revenues, Expenditures and Changes in Fund Balances

	2007/08 Actual	2008/09 Actual	2009/10 Budget	2009/10 Projected	2010/11 Manager Proposed	2010/11 Council Adopted
Revenues:						
Property Taxes	7,847,792	7,770,119	7,692,601	7,662,601	7,016,817	7,016,817
Income Taxes	7,946,837	7,645,706	7,700,000	6,900,000	6,900,000	6,900,000
Licenses And Permits	228,671	247,399	244,650	242,050	253,950	253,950
Federal Grants	38,846	39,808	12,947	142,842	3,522	3,522
State Grants	47,955	137,573	52,501	49,312	14,603	14,603
State Revenue Sharing	5,086,310	5,281,224	4,579,901	4,392,762	4,392,762	4,392,762
Charges For Services	1,293,050	1,327,233	1,423,282	1,534,599	1,539,126	1,539,126
Fines And Forfeits	279,673	224,967	214,200	274,507	258,060	258,060
Investment Income	307,194	101,926	190,000	90,000	110,000	110,000
Contributions From Other Funds	346,419	213,036	190,750	200,918	189,350	189,350
Miscellaneous	146,886	367,637	821,060	495,960	463,302	463,302
General Fund Revenues	23,569,633	23,356,628	23,121,892	21,985,551	21,141,492	21,141,492
Expenditures:						
Legislative/Judicial	128,889	107,662	105,599	103,604	104,323	104,323
General Government	4,659,357	4,755,930	4,497,228	4,443,338	4,132,032	4,132,032
Police Department	8,907,993	9,107,670	8,667,942	8,635,412	8,121,119	8,121,119
Fire Department	5,400,246	5,587,320	4,941,155	5,119,739	4,621,045	4,621,045
Other Public Safety	1,530,022	1,625,232	1,734,372	1,858,149	1,931,473	1,931,473
Engineering & Public Works	925,136	951,427	665,388	875,234	771,249	771,249
Recreation & Culture	2,101,364	2,182,364	1,987,722	1,983,710	1,831,382	1,831,382
Health & Welfare	44,359	68,621	64,376	62,863	58,411	58,411
Contributions to Other Funds	383,461	324,158	175,148	177,471	53,900	53,900
General Fund Expenses	24,080,827	24,710,384	22,838,930	23,259,520	21,624,934	21,624,934
Revenues Over (Under)						
Expenditures	(511,194)	(1,353,756)	282,962	(1,273,969)	(483,442)	(483,442)
Prior Period Adjust. - State Shared Revenue	0	852,466	0	0	0	0
Fund Balance - Beginning of Year	2,968,931	2,457,737	1,956,447	1,956,447	682,478	682,478
Fund Balance - End of Year	2,457,737	1,956,447	2,239,409	682,478	199,036	199,036
ADD:						
Budget Stabilization Fund	1,603,500	1,603,500	1,603,500	1,603,500	1,603,500	1,603,500
Total Available Surplus For General Fund Operations	4,061,237	3,559,947	3,842,909	2,285,978	1,802,536	1,802,536
As a Percent of G/F Expenditures	16.87%	14.41%	16.83%	9.83%	8.34%	8.34%

ANNUAL BUDGET RESOLUTION

BY THE CITY COUNCIL:

WHEREAS, prior to the first regular council meeting in May, the Interim City Manager has submitted to the City Council an estimate of the revenues and expenditures of the City of Jackson for the period from July 1, 2010, through June 30, 2011, from detailed information furnished to him by the several departments of the City and has made recommendations as to the amounts to be appropriated to each of the various funds provided for in the City Charter; and

WHEREAS, the City Council has prepared an Annual Budget for said period which is annexed hereto, and held a duly scheduled public hearing at least seven days prior to the consideration of this resolution;

NOW, THEREFORE, BE IT RESOLVED, that the Annual Budget of the City for the period from July 1, 2010 to June 30, 2011, including Attachment A, revenue summary, and Attachment B, expense summary, representing the various budgetary centers as defined by P.A. 621 of 1978, as last amended, is hereby adopted;

BE IT FURTHER RESOLVED that the current fiscal year 2009/10 budget be amended to those amounts reflected in the 2009/10 Projected column as contained in those Attachments A and B.

BE IT FURTHER RESOLVED, that it is ordered that an ad valorem property tax as set forth below be levied upon the taxable valuation of all taxable real and personal property in the City of Jackson, which is estimated to be \$ 725,204,838.

BE IT FURTHER RESOLVED, that it is ordered that a tax as set forth below be levied upon the taxable valuation of all industrial property qualified under Act 198 of 1974, property qualified under the Neighborhood Enterprise Zone classification, property qualified under the Land Bank Authority classification and property qualified under the Obsolete Property Rehabilitation Act (O.P.R.A.) in the City of Jackson, which is estimated to be \$ 4,801,343.

General Operating	6.7192 mills
Public Improvements	1.9197 mills
City Hall Debt	.8700 mills
State Act 345 Police and Fire Pension	<u>4.8500 mills</u>
	<u>14.3589 mills</u>

* * * * *

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 25th day of May, 2010.

IN WITNESS WHEREOF, I have hereunto affixed my signature and the Seal of the City of Jackson, Michigan, on this 26th day of May, 2010.

City Clerk

Attachment A
Revenue Summary for Fiscal Year 2010/11

Fund	2007/08 Actual	2008/09 Actual	2009/10 Budget	2009/10 Projected	2010/11 Manager Proposed	2010/11 Council Adopted
101 General Fund:						
Property Taxes	7,847,792	7,770,119	7,692,601	7,662,601	7,016,817	7,016,817
Income Taxes	7,946,837	7,645,706	7,700,000	6,900,000	6,900,000	6,900,000
Licenses And Permits	228,671	247,399	244,650	242,050	253,950	253,950
Federal Grants	38,846	39,808	12,947	142,842	3,522	3,522
State Grants	47,955	137,573	52,501	49,312	14,603	14,603
State Revenue Sharing	5,086,310	5,281,224	4,579,901	4,392,762	4,392,762	4,392,762
Charges For Services	1,293,050	1,327,233	1,423,282	1,534,599	1,539,126	1,539,126
Fines And Forfeits	279,673	224,967	214,200	274,507	258,060	258,060
Investment Income	307,194	101,926	190,000	90,000	110,000	110,000
Contributions From Other Funds	346,419	213,036	190,750	200,918	189,350	189,350
Miscellaneous	146,886	367,637	821,060	495,960	463,302	463,302
	23,569,633	23,356,628	23,121,892	21,985,551	21,141,492	21,141,492
202 Major Street:						
Federal & State Grants	639,473	1,057,512	4,123,283	3,375,644	1,725,007	1,725,007
State Gas & Weight Tax	1,914,840	1,846,690	1,829,749	1,790,269	1,737,550	1,737,550
State Trunkline Maintenance	163,084	239,259	215,816	215,816	215,816	215,816
Interest	83	568	1,000	632	0	0
Miscellaneous	200,932	158,963	133,555	277,993	476,217	476,217
Contributions From Other Funds	772,733	798,565	1,300,362	1,051,296	1,104,364	1,104,364
	3,691,145	4,101,557	7,603,765	6,711,650	5,258,954	5,258,954
203 Local Street:						
State Gas & Weight Tax	584,605	563,165	557,911	545,480	529,881	529,881
Miscellaneous	56,810	0	800	10,428	9,600	9,600
Contributions From Other Funds	745,017	521,233	1,050,700	576,700	1,968,800	1,968,800
	1,386,432	1,084,398	1,609,411	1,132,608	2,508,281	2,508,281
208 Ella W. Sharp Park Operating:						
Charges For Goods & Services	560,798	542,402	632,500	579,500	602,500	602,500
Interest	302	0	1,000	110	1,000	1,000
Contributions From Other Funds	146,482	188,440	96,700	97,650	95,400	95,400
Miscellaneous	5,797	4,300	8,000	24,770	23,150	23,150
	713,379	735,142	738,200	702,030	722,050	722,050
210 Land Acquisition Fund:						
Interest	1,892	95	0	0	0	0
Charges For Services-Sales	70,884	0	0	0	0	0
Contributions From Other Funds	0	36,250	50,000	50,000	50,000	50,000
	72,776	36,345	50,000	50,000	50,000	50,000
211 Housing Initiative Fund:						
Interest	0	16	0	0	0	0
Charges For Services-Sales	0	12,559	30,000	0	30,000	30,000
Contributions From Other Funds	21,000	0	0	4,155	0	0
	21,000	12,575	30,000	4,155	30,000	30,000
245 Public Improvement:						
Property Taxes	1,196,668	1,192,407	1,168,705	1,145,461	1,099,903	1,099,903
Interest	58,381	29,261	27,000	16,000	16,000	16,000
	1,255,049	1,221,668	1,195,705	1,161,461	1,115,903	1,115,903

Attachment A
Revenue Summary for Fiscal Year 2010/11

Fund	2007/08 Actual	2008/09 Actual	2009/10 Budget	2009/10 Projected	2010/11 Manager Proposed	2010/11 Council Adopted
249 Building Department:						
Licenses & Permits	259,222	251,387	255,000	243,000	354,757	354,757
Charges For Services-Other	15,179	58,101	89,780	97,965	129,500	129,500
Interest	(1,381)	646	500	2,000	1,000	1,000
Miscellaneous	9,834	10,618	10,000	13,856	12,800	12,800
Contributions From Other Funds	200,000	120,000	121,248	119,416	0	0
	<u>482,854</u>	<u>440,752</u>	<u>476,528</u>	<u>476,237</u>	<u>498,057</u>	<u>498,057</u>
257 Budget Stabilization:						
Interest	75,629	38,343	40,000	16,000	16,000	16,000
	<u>75,629</u>	<u>38,343</u>	<u>40,000</u>	<u>16,000</u>	<u>16,000</u>	<u>16,000</u>
265 Drug Law Enforcement:						
Sale of Property	10,472	15,693	7,300	6,800	5,850	5,850
Interest	500	1,862	1,200	1,235	785	785
Miscellaneous	65,361	151,954	27,500	69,806	35,123	35,123
	<u>76,333</u>	<u>169,509</u>	<u>36,000</u>	<u>77,841</u>	<u>41,758</u>	<u>41,758</u>
266 PSN Initiative Grant						
Federal Grants	28,590	46,251	0	57,510	0	0
	<u>28,590</u>	<u>46,251</u>	<u>0</u>	<u>57,510</u>	<u>0</u>	<u>0</u>
268 Byrne JAG Grant						
Federal Grants	0	44,423	542,049	348,270	246,475	246,475
	<u>0</u>	<u>44,423</u>	<u>542,049</u>	<u>348,270</u>	<u>246,475</u>	<u>246,475</u>
269 COPS-CHRP Grant						
Federal Grants	0	0	591,920	177,576	385,828	385,828
	<u>0</u>	<u>0</u>	<u>591,920</u>	<u>177,576</u>	<u>385,828</u>	<u>385,828</u>
270 LAWNET Grant:						
Federal Grants	57,929	34,447	48,105	48,105	0	0
Contributions From Other Funds	71,215	86,637	78,694	84,617	34,599	34,599
	<u>129,144</u>	<u>121,084</u>	<u>126,799</u>	<u>132,722</u>	<u>34,599</u>	<u>34,599</u>
288 Lead Hazard Control Grant:						
Federal Grant	599,102	570,467	721,495	667,610	0	0
Interest & Miscellaneous	730	0	0	54	0	0
Contributions From Other Funds	1,700	0	0	0	0	0
	<u>601,532</u>	<u>570,467</u>	<u>721,495</u>	<u>667,664</u>	<u>0</u>	<u>0</u>
289 Neighborhood Stabilization Grant						
Federal Grants	0	0	0	602,675	1,097,325	1,097,325
	<u>0</u>	<u>0</u>	<u>0</u>	<u>602,675</u>	<u>1,097,325</u>	<u>1,097,325</u>
293 Waterfront Redevelopment Grant:						
State Grant	0	2,000	277,777	277,000	0	0
Interest & Miscellaneous	5	0	0	0	0	0
	<u>5</u>	<u>2,000</u>	<u>277,777</u>	<u>277,000</u>	<u>0</u>	<u>0</u>
295 2008 Brownfield Assessment Grant:						
Federal Grants	2,534	128,802	97,466	168,664	100,000	100,000
	<u>2,534</u>	<u>128,802</u>	<u>97,466</u>	<u>168,664</u>	<u>100,000</u>	<u>100,000</u>

Attachment A
Revenue Summary for Fiscal Year 2010/11

Fund	2007/08 Actual	2008/09 Actual	2009/10 Budget	2009/10 Projected	2010/11 Manager Proposed	2010/11 Council Adopted
296 Recreation Activity:						
Charges For Goods & Services	242,316	221,085	288,000	245,800	257,000	257,000
Interest & Miscellaneous	1,616	807	2,000	6,945	6,500	6,500
	<u>243,932</u>	<u>221,892</u>	<u>290,000</u>	<u>252,745</u>	<u>263,500</u>	<u>263,500</u>
297 JPS Recreation Millage Program:						
Contribution From JPS	248,422	252,733	250,000	248,000	241,000	241,000
Miscellaneous	0	0	0	4,675	4,800	4,800
	<u>248,422</u>	<u>252,733</u>	<u>250,000</u>	<u>252,675</u>	<u>245,800</u>	<u>245,800</u>
298 2008 Brownfield Revolving Loan:						
Federal Grants	0	0	0	100,000	900,000	900,000
	<u>0</u>	<u>0</u>	<u>0</u>	<u>100,000</u>	<u>900,000</u>	<u>900,000</u>
323 MULA Loan Debt Service:						
Contributions From Other Funds	144,000	144,000	144,000	144,000	64,000	64,000
	<u>144,000</u>	<u>144,000</u>	<u>144,000</u>	<u>144,000</u>	<u>64,000</u>	<u>64,000</u>
324 MTF Bond Debt Service:						
Contributions From Other Funds	153,435	278,787	277,815	277,815	280,925	280,925
	<u>153,435</u>	<u>278,787</u>	<u>277,815</u>	<u>277,815</u>	<u>280,925</u>	<u>280,925</u>
365 City Hall Debt Service:						
Property Taxes	584,081	584,650	582,500	582,500	634,500	634,500
Interest	8,289	4,989	5,000	2,500	2,500	2,500
	<u>592,370</u>	<u>589,639</u>	<u>587,500</u>	<u>585,000</u>	<u>637,000</u>	<u>637,000</u>
368 Building Authority Debt Service:						
Charges For Goods & Services	128,394	128,350	128,784	128,784	128,783	128,783
	<u>128,394</u>	<u>128,350</u>	<u>128,784</u>	<u>128,784</u>	<u>128,783</u>	<u>128,783</u>
395 2001 DDA TIF Debt Service:						
Contributions From Other Funds	968,923	1,051,513	1,139,300	1,139,263	1,244,100	1,244,100
	<u>968,923</u>	<u>1,051,513</u>	<u>1,139,300</u>	<u>1,139,263</u>	<u>1,244,100</u>	<u>1,244,100</u>
398 2002 BRA TIF Debt Service:						
Contributions From Other Funds	527,623	565,148	591,000	590,848	620,128	620,128
	<u>527,623</u>	<u>565,148</u>	<u>591,000</u>	<u>590,848</u>	<u>620,128</u>	<u>620,128</u>
399 2007 BRA TIF Debt Service:						
Bond Proceeds	9,810,938	0	0	0	0	0
Contributions From Other Funds	456,256	450,129	449,000	448,929	447,729	447,729
	<u>10,267,194</u>	<u>450,129</u>	<u>449,000</u>	<u>448,929</u>	<u>447,729</u>	<u>447,729</u>
401 Capital Projects:						
Interest	0	81	0	0	0	0
State Grant	1,200	0	0	0	70,000	70,000
Miscellaneous-Donations	11,097	564	12,000	0	24,000	24,000
Contributions From Other Funds	513,817	504,929	165,827	118,272	324,000	324,000
	<u>526,114</u>	<u>505,574</u>	<u>177,827</u>	<u>118,272</u>	<u>418,000</u>	<u>418,000</u>
402 Water Equipment & Replacement:						
Interest & Miscellaneous	144,228	52,315	50,000	26,416	21,650	21,650
State & Federal Grant	247,262	5,328	0	20,855	0	0
Contributions From Other Funds	1,300,000	1,700,000	1,671,000	1,260,000	940,000	940,000
	<u>1,691,490</u>	<u>1,757,643</u>	<u>1,721,000</u>	<u>1,307,271</u>	<u>961,650</u>	<u>961,650</u>

Attachment A
Revenue Summary for Fiscal Year 2010/11

Fund	2007/08 Actual	2008/09 Actual	2009/10 Budget	2009/10 Projected	2010/11 Manager Proposed	2010/11 Council Adopted
404 Sanitary Sewer Maintenance:						
Interest & Miscellaneous	4,530	7	0	4,888	4,550	4,550
Contributions From Other Funds	424,236	493,519	484,720	479,832	495,450	495,450
	<u>428,766</u>	<u>493,526</u>	<u>484,720</u>	<u>484,720</u>	<u>500,000</u>	<u>500,000</u>
405 Sanitary Sewer Replacement:						
Interest & Miscellaneous	59,915	35,460	33,000	16,666	16,400	16,400
Contributions From Other Funds	648,000	648,000	648,000	648,000	648,000	648,000
	<u>707,915</u>	<u>683,460</u>	<u>681,000</u>	<u>664,666</u>	<u>664,400</u>	<u>664,400</u>
406 Wastewater Equipment Replacement:						
Interest	186,264	56,162	46,000	25,000	25,000	25,000
Contributions From Other Funds	600,000	618,000	618,000	618,000	618,000	618,000
	<u>786,264</u>	<u>674,162</u>	<u>664,000</u>	<u>643,000</u>	<u>643,000</u>	<u>643,000</u>
494 Brownfield Redevelopment Authority:						
Property Taxes	1,401,398	1,436,799	1,390,094	1,393,402	1,323,900	1,323,900
Interest	104,757	61,847	60,000	30,000	33,000	33,000
	<u>1,506,155</u>	<u>1,498,646</u>	<u>1,450,094</u>	<u>1,423,402</u>	<u>1,356,900</u>	<u>1,356,900</u>
496 Downtown Development Authority Project:						
Property Taxes	1,014,339	1,056,990	976,760	984,502	1,078,393	1,078,393
Interest & Miscellaneous	49,838	27,024	24,000	7,350	71,000	71,000
	<u>1,064,177</u>	<u>1,084,014</u>	<u>1,000,760</u>	<u>991,852</u>	<u>1,149,393</u>	<u>1,149,393</u>
583 Ella W. Sharp Park Golf Practice Center:						
Charges For Goods & Services	50,509	54,026	66,000	57,000	61,000	61,000
Interest & Miscellaneous	11	8	0	1,847	1,700	1,700
Contributions From Other Funds	12,000	11,600	10,000	10,000	10,000	10,000
	<u>62,520</u>	<u>65,634</u>	<u>76,000</u>	<u>68,847</u>	<u>72,700</u>	<u>72,700</u>
585 Auto Parking System:						
Charges For Goods & Services	74,458	73,842	77,308	79,608	55,520	55,520
Interest & Miscellaneous	4,296	2,023	2,300	1,169	1,250	1,250
Parking Fines	320	495	300	1,200	500	500
Contributions From Other Funds	31,222	32,002	32,802	32,802	0	0
	<u>110,296</u>	<u>108,362</u>	<u>112,710</u>	<u>114,779</u>	<u>57,270</u>	<u>57,270</u>
586 Parking Assessment:						
Charges For Goods & Services	30,528	29,190	32,000	27,650	26,650	26,650
Interest & Miscellaneous	16,971	7,001	6,000	3,499	3,470	3,470
Parking Fines	42,420	34,201	42,000	32,000	32,000	32,000
Contributions From Other Funds	86,114	46,122	40,500	40,444	40,444	40,444
	<u>176,033</u>	<u>116,514</u>	<u>120,500</u>	<u>103,593</u>	<u>102,564</u>	<u>102,564</u>
590 Sewer:						
Charges For Goods & Services	5,256,002	5,191,275	5,214,000	5,222,000	5,222,000	5,222,000
Interest & Rents	174,517	88,557	58,000	45,000	45,000	45,000
Miscellaneous	84,981	85,921	71,000	95,724	95,750	95,750
	<u>5,515,500</u>	<u>5,365,753</u>	<u>5,343,000</u>	<u>5,362,724</u>	<u>5,362,750</u>	<u>5,362,750</u>

Attachment A
Revenue Summary for Fiscal Year 2010/11

Fund	2007/08 Actual	2008/09 Actual	2009/10 Budget	2009/10 Projected	2010/11 Manager Proposed	2010/11 Council Adopted
591 Water:						
Charges For Goods & Services	6,054,437	5,921,576	6,607,686	5,907,531	5,910,017	5,910,017
Interest & Rents	206,252	93,895	100,000	30,000	30,000	30,000
Contributions From Other Funds	220,418	184,459	214,610	226,382	211,511	211,511
Miscellaneous	149,344	135,314	143,000	190,975	186,300	186,300
	<u>6,630,451</u>	<u>6,335,244</u>	<u>7,065,296</u>	<u>6,354,888</u>	<u>6,337,828</u>	<u>6,337,828</u>
599 Parking Deck:						
Charges For Goods & Services	250,000	250,000	250,000	250,000	250,000	250,000
Interest & Miscellaneous	38,793	22,864	22,000	7,354	5,800	5,800
	<u>288,793</u>	<u>272,864</u>	<u>272,000</u>	<u>257,354</u>	<u>255,800</u>	<u>255,800</u>
641 Public Works Administration:						
Charges For Goods & Services	566,661	603,337	647,215	642,747	604,440	604,440
Interest & Miscellaneous	11,905	6,988	0	14,625	9,200	9,200
	<u>578,566</u>	<u>610,325</u>	<u>647,215</u>	<u>657,372</u>	<u>613,640</u>	<u>613,640</u>
642 Engineering Administration:						
Charges For Goods & Services	369,401	370,393	342,863	349,509	357,487	357,487
Interest & Miscellaneous	5,567	4,357	0	9,328	3,800	3,800
	<u>374,968</u>	<u>374,750</u>	<u>342,863</u>	<u>358,837</u>	<u>361,287</u>	<u>361,287</u>
643 Local Site Remediation Revolving:						
Interest & Miscellaneous	0	3,869	0	4,000	4,000	4,000
Contributions From Other Funds	149,054	204,834	183,112	186,324	175,000	175,000
	<u>149,054</u>	<u>208,703</u>	<u>183,112</u>	<u>190,324</u>	<u>179,000</u>	<u>179,000</u>
661 Motor Pool And Garage:						
Charges For Goods & Services	1,295,237	1,277,769	1,284,083	1,301,513	1,297,275	1,297,275
Interest & Miscellaneous	65,785	73,143	40,000	37,696	34,950	34,950
	<u>1,361,022</u>	<u>1,350,912</u>	<u>1,324,083</u>	<u>1,339,209</u>	<u>1,332,225</u>	<u>1,332,225</u>
663 Equipment Revolving:						
Charges For Goods & Services	64,232	58,484	75,071	75,071	23,798	23,798
	<u>64,232</u>	<u>58,484</u>	<u>75,071</u>	<u>75,071</u>	<u>23,798</u>	<u>23,798</u>
677 Workers Compensation:						
Interest & Miscellaneous	109,839	121,535	90,000	60,000	60,000	60,000
Contributions From Other Funds	249,476	260,422	265,300	265,300	265,300	265,300
	<u>359,315</u>	<u>381,957</u>	<u>355,300</u>	<u>325,300</u>	<u>325,300</u>	<u>325,300</u>
678 Prescription Drug:						
Interest & Miscellaneous	8,804	54,408	15,000	13,500	10,500	10,500
Contributions From Other Funds	895,800	925,928	1,041,060	800,000	800,000	800,000
	<u>904,604</u>	<u>980,336</u>	<u>1,056,060</u>	<u>813,500</u>	<u>810,500</u>	<u>810,500</u>
679 Health Care Insurance Deductible:						
Interest & Miscellaneous	4,801	7,229	6,000	3,000	3,000	3,000
Contributions From Other Funds	435,347	349,018	411,300	120,000	120,000	120,000
	<u>440,148</u>	<u>356,247</u>	<u>417,300</u>	<u>123,000</u>	<u>123,000</u>	<u>123,000</u>
680 Health Care Insurance Deductible-Fire:						
Interest & Miscellaneous	0	0	0	82,712	33,208	33,208
Contributions From Other Funds	0	15,131	0	150,583	190,042	190,042
	<u>0</u>	<u>15,131</u>	<u>0</u>	<u>233,295</u>	<u>223,250</u>	<u>223,250</u>

Attachment A
Revenue Summary for Fiscal Year 2010/11

Fund	2007/08 Actual	2008/09 Actual	2009/10 Budget	2009/10 Projected	2010/11 Manager Proposed	2010/11 Council Adopted
702 County & School Tax Collection:						
Interest	149,940	62,201	50,000	50,000	50,000	50,000
	<u>149,940</u>	<u>62,201</u>	<u>50,000</u>	<u>50,000</u>	<u>50,000</u>	<u>50,000</u>
711 Cemetery Perpetual Maintenance:						
Charges For Goods & Services	26,129	21,601	25,000	25,000	25,000	25,000
Investment Income	149,557	109,398	71,000	60,000	64,500	64,500
	<u>175,686</u>	<u>130,999</u>	<u>96,000</u>	<u>85,000</u>	<u>89,500</u>	<u>89,500</u>
718 Ella W. Sharp Endowment:						
Investment Income	23,324	89,209	46,300	47,250	45,000	45,000
	<u>23,324</u>	<u>89,209</u>	<u>46,300</u>	<u>47,250</u>	<u>45,000</u>	<u>45,000</u>
731 Employees Retirement System:						
Investment Income	(1,651,557)	(5,303,393)	2,660,000	4,360,000	2,660,000	2,660,000
Employee Contributions	567,016	614,922	713,000	713,000	700,000	700,000
Contributions From Other Funds	734,999	742,406	838,310	838,310	800,000	800,000
	<u>(349,542)</u>	<u>(3,946,065)</u>	<u>4,211,310</u>	<u>5,911,310</u>	<u>4,160,000</u>	<u>4,160,000</u>
732 Policemen's & Firemen's Pension:						
Investment Income	(263,191)	(1,140,878)	295,000	1,070,000	395,000	395,000
Contributions From General Fund	612,545	641,212	722,537	722,537	717,329	717,329
	<u>349,354</u>	<u>(499,666)</u>	<u>1,017,537</u>	<u>1,792,537</u>	<u>1,112,329</u>	<u>1,112,329</u>
733 Policemen's & Firemen's Pension-Act 345:						
Investment Income	(1,386,498)	(7,133,471)	3,675,000	4,675,000	3,675,000	3,675,000
Employee Contributions	763,054	819,666	800,000	800,000	800,000	800,000
Contributions From General Fund	3,289,972	3,191,716	3,256,531	3,256,531	2,772,800	2,772,800
	<u>2,666,528</u>	<u>(3,122,089)</u>	<u>7,731,531</u>	<u>8,731,531</u>	<u>7,247,800</u>	<u>7,247,800</u>
736 Public Employee Health Care:						
Investment Income	13,003	8,132	20,480	20,480	20,480	20,480
Contributions From Other Funds	0	100,000	100,000	100,000	100,000	100,000
	<u>13,003</u>	<u>108,132</u>	<u>120,480</u>	<u>120,480</u>	<u>120,480</u>	<u>120,480</u>
895 Special Assessment:						
Special Assessments	467,981	384,602	331,992	268,601	365,529	365,529
	<u>467,981</u>	<u>384,602</u>	<u>331,992</u>	<u>268,601</u>	<u>365,529</u>	<u>365,529</u>

Attachment B
Expense Summary for Fiscal Year 2010/11

	2007/08	2008/09	2009/10	2009/10	2010/11	2010/11
	Actual	Actual	Budget	Projected	Manager Proposed	Council Adopted
General Fund :						
101-101 City Council	100,856	84,987	81,857	81,024	81,472	81,472
101-103 Charter Review Committee	214	77	0	0	0	0
101-137 Admin. Hearings Bureau	27,819	22,598	23,742	22,580	22,851	22,851
101-172 City Manager	267,401	249,447	199,735	149,385	258,765	258,765
101-192 City Clerk-Elections	135,329	161,360	138,629	130,470	134,401	134,401
101-201 Finance	409,600	425,810	421,042	422,993	403,965	403,965
101-209 City Assessor	401,020	430,423	398,930	392,895	306,843	306,843
101-210 City Attorney	503,466	521,999	497,412	482,462	373,659	373,659
101-215 City Clerk	198,814	216,043	223,579	216,263	186,360	186,360
101-226 Personnel	348,048	369,453	308,344	295,679	262,782	262,782
101-233 Purchasing	160,648	168,037	113,034	122,304	86,167	86,167
101-253 City Treasurer	314,541	316,151	326,016	309,350	268,927	268,927
101-254 City Income Tax Admin.	236,949	246,787	199,866	193,693	202,486	202,486
101-258 Mgt. Information Services	335,265	319,370	337,392	334,060	313,183	313,183
101-265 City Hall & Grounds	346,391	342,229	339,717	347,802	325,386	325,386
101-276 Cemeteries	456,858	493,677	481,523	447,714	427,079	427,079
101-299 Unallocated	545,027	495,144	512,009	598,268	582,029	582,029
101-301 Police	8,492,899	8,702,532	8,251,899	8,151,781	7,801,119	7,801,119
101-303 Police Youth Services-JPS	302,222	309,924	320,763	302,624	289,234	289,234
101-308 STEP Grant	20,733	20,733	13,333	13,333	0	0
101-311 JCCAE Grant	8,417	14,346	8,297	12,434	0	0
101-313 Consortium Training	33,334	18,483	26,313	48,277	18,403	18,403
101-314 In-Service Training	15,772	12,816	10,217	14,296	12,363	12,363
101-315 MCOLES Training	34,616	28,836	37,120	36,856	0	0
101-318 Homeland Security Grant	0	0	0	55,811	0	0
101-337 Fire Administration	273,729	282,304	314,679	319,414	274,262	274,262
101-340 Fire Suppression	4,928,031	5,020,855	4,421,189	4,662,472	4,145,181	4,145,181
101-341 Fire Prevention	10,119	47,859	15,938	12,692	12,136	12,136
101-343 Fire Training	188,367	236,302	189,349	125,161	189,466	189,466
101-350 Public Safety - Unallocated	1,378,864	1,415,816	1,534,967	1,662,587	1,751,129	1,751,129
101-401 Planning	92,322	154,627	132,912	130,936	116,029	116,029
101-426 Office Of Emerg. Measures	58,836	54,789	66,493	64,626	64,315	64,315
101-441 Tax Property Maintenance	7,101	7,598	8,000	8,000	8,000	8,000
101-442 Civic Affairs	50,266	44,553	45,000	46,043	43,765	43,765
101-445 Drains At Large	71,534	59,639	60,000	60,000	60,000	60,000
101-446 Storm Drain Construction	89,225	54,252	10,000	7,922	24,400	24,400
101-447 Ground Maintenance	158,912	132,838	44,515	44,515	42,600	42,600
101-448 Sidewalk Construction	123,252	157,297	60,000	124,953	40,000	40,000
101-450 Street Lighting	405,782	479,334	407,412	553,321	521,215	521,215
101-455 Weed Control	19,064	15,916	30,461	30,480	31,269	31,269
101-690 Forestry	572,995	586,902	545,266	506,568	491,297	491,297
101-692 Parks, Rec. & Grounds Admin.	734,756	789,964	694,740	712,479	587,913	587,913
101-697 Parks and Facilities Maint.	508,384	524,211	522,172	516,862	513,587	513,587
101-698 Lt. Nixon Memorial Park	139,245	152,934	142,368	140,805	131,735	131,735
101-699 Sharp Park Swimming Pool	109,075	117,113	68,973	94,393	94,877	94,877
101-803 Historical District	36,909	11,240	14,203	12,603	11,973	11,973
101-896 Human Relations	44,359	68,621	64,376	62,863	58,411	58,411
101-999 Contributions to Other Funds	383,461	324,158	175,148	177,471	53,900	53,900
General Fund Total	24,080,827	24,710,384	22,838,930	23,259,520	21,624,934	21,624,934

Attachment B
Expense Summary for Fiscal Year 2010/11

	2007/08	2008/09	2009/10	2009/10	2010/11	2010/11
	Actual	Actual	Budget	Projected	Manager Proposed	Council Adopted
Special Revenue Funds :						
202 Major Street	3,566,448	4,120,059	7,998,523	6,986,648	5,247,863	5,247,863
203 Local Street	1,532,373	1,137,010	1,616,802	1,077,309	2,533,973	2,533,973
208 Ella W. Sharp Park Operating	712,922	740,991	738,813	695,206	703,161	703,161
210 Land Acquisition	54,592	54,494	50,000	50,000	50,000	50,000
211 Housing Initiative	24,800	9,438	30,000	7,529	30,000	30,000
245 Public Improvement	1,285,908	1,218,945	1,266,517	1,061,234	1,640,144	1,640,144
249 Building Department	483,086	440,313	476,528	477,291	493,757	493,757
257 Budget Stabilization	75,629	38,343	40,000	16,000	16,000	16,000
265 Drug Law Enforcement	76,928	97,361	41,931	98,620	44,791	44,791
266 PSN Initiative Grant	28,590	46,251	0	57,510	0	0
268 Byrne JAG Grant	0	44,423	542,049	348,270	246,475	246,475
269 COPS - CHRP Grant	0	0	591,920	177,576	385,828	385,828
270 LAWNET Grant	129,144	121,084	126,709	132,722	34,599	34,599
288 Lead Hazard Control Grant	601,532	570,467	721,495	667,664	0	0
289 Neighborhood Stabilization Grant	0	0	0	602,675	1,097,325	1,097,325
293 Waterfront Redevelopment Grant	0	2,000	277,777	277,021	0	0
295 2008 Brownfield Assessment Grant	2,534	128,802	97,466	168,664	100,000	100,000
296 Recreation Activity	242,530	215,280	294,299	251,797	252,106	252,106
297 JPS Recreation Millage Program	247,035	253,383	250,000	248,000	241,000	241,000
298 2008 Brownfield Revolving Loan	0	0	0	100,000	900,000	900,000
Debt Service Funds :						
323 Michigan U. L. A. Loan Debt Service	144,000	144,000	144,000	144,000	64,000	64,000
324 2003 MTF Bond Debt Service	153,435	278,780	277,815	277,815	280,925	280,925
365 City Hall Debt Service	580,923	601,586	616,186	616,686	635,436	635,436
368 Building Authority Debt Service	128,394	128,350	128,784	128,784	128,783	128,783
395 2001 DDA TIF Debt Service Fund	968,923	1,051,513	1,139,263	1,139,263	1,244,100	1,244,100
398 2002 BRA TIF Debt Service Fund	527,623	565,148	590,848	590,848	620,128	620,128
399 2007 BRA TIF Debt Service Fund	10,267,094	450,129	448,929	448,929	447,729	447,729
Capital Projects Funds :						
401 Capital Projects	508,992	500,359	177,827	172,542	418,000	418,000
402 Water Equipment & Replacement	1,734,947	1,565,182	2,320,187	2,363,094	1,626,851	1,626,851
404 Sanitary Sewer Maintenance	428,766	493,526	484,720	484,720	500,000	500,000
405 Sanitary Sewer Replacement	488,427	493,951	700,000	726,837	732,125	732,125
406 Wastewater Equipment Replacement	1,573,851	1,456,789	1,090,000	544,000	1,620,000	1,620,000
494 Brownfield Redevelopment Authority	1,193,468	1,271,195	1,342,864	1,346,614	1,384,067	1,359,067
496 DDA Project	1,261,882	1,333,572	1,388,102	1,362,020	1,469,209	1,469,209
Enterprise Funds :						
583 Sharp Park Golf Practice Center	71,092	70,527	71,092	73,101	70,603	70,603
585 Auto Parking System	94,613	97,138	91,613	89,767	70,401	70,401
586 Parking Assessment	238,667	169,105	197,456	197,668	189,342	189,342
590 Sewer	6,407,331	6,335,550	6,868,145	6,683,605	6,690,773	6,690,773
591 Water	6,606,579	7,497,110	7,817,555	7,346,905	7,344,283	7,344,283
599 Parking Deck	409,971	442,690	440,512	420,345	820,041	820,041

Attachment B
Expense Summary for Fiscal Year 2010/11

		2007/08	2008/09	2009/10	2009/10	2010/11	2010/11
		Actual	Actual	Budget	Projected	Manager Proposed	Council Adopted
Internal Service Funds :							
641	Public Works Administration	613,242	543,030	644,715	642,747	636,115	636,115
642	Engineering Administration	400,396	356,023	342,863	349,509	357,487	357,487
643	Local Site Remediation Revolving	0	2,200	184,000	101,000	201,000	201,000
661	Motor Pool & Garage	1,394,782	1,245,663	1,660,549	1,773,855	1,711,914	1,711,914
663	Equipment Revolving	64,232	58,484	75,071	75,071	23,798	23,798
677	Workers' Compensation	312,382	190,673	746,900	666,508	658,325	658,325
678	Prescription Drug	873,054	1,005,486	1,043,700	926,303	888,800	888,800
679	Health Care Insurance Deductible	198,445	199,099	214,175	89,180	89,180	89,180
680	Health Care Insurance Deductible-Fire	0	25,176	0	223,250	223,250	223,250
Trust & Agency Funds :							
702	County & School Tax Collection	149,940	62,201	50,000	50,000	50,000	50,000
711	Cemetery Perpetual Maintenance	74,087	73,455	71,000	60,000	64,500	64,500
718	Ella W. Sharp Endowment	53,982	46,640	46,300	47,250	45,000	45,000
731	Employees' Retirement System	2,095,409	2,307,461	2,300,000	2,690,000	2,700,000	2,700,000
732	Policemen's & Firemen's Pension	1,292,750	1,167,852	1,310,000	1,145,000	1,050,000	1,050,000
733	Policemen's & Firemen's Pens.-345	3,516,262	4,207,703	4,350,000	4,550,000	4,750,000	4,750,000
736	Public Employee Health Care	0	19,918	10,000	10,000	10,000	10,000
Special Assessment Funds :							
895	Special Assessment	535,540	269,082	331,992	268,601	365,529	365,529



*4-20-10
Recommend Denial
TWS*

Downtown Development Authority (DDA)

Memorandum

Date: April 13, 2010
To: Mayor, City Council Members
From: Jonathan Greene, Executive Director, Downtown Development Authority
RE: **Fiscal-year 2010-2011 Budget Request**

Dear Mayor Dunigan and City of Jackson Council Members,

2010-2011 poses to be a great year for the City of Jackson, with the Downtown Development Authority (DDA) leading the way in its many successful events and activities. These events often times are the city's front door where new people come to discover Jackson and where long time residents rekindle their community pride. Jackson's Downtown District represents the true spirit and energy of the City of Jackson. Our Downtown boasts historic structures, a rich artistic culture, award-winning dining and a thriving business community. The DDA, via its events, activities, and historic buildings showcase the City of Jackson and entices people to not only visit Jackson, but also locate a business, start a family, visit our parks, or otherwise enjoy everything the City of Jackson has to offer.

The DDA has been tremendously active during the past year and expects to be just as active next. Two façade improvement projects began this year. Those projects will not only increase the aesthetic qualities of downtown, but also increase the property's value thus increasing city revenue during this time of falling taxable values. This last fiscal year, downtown has added an ice cream shop, barber shop, nutrition consultants, bakery, pottery store, an upscale nightlife spot, deli, and the return of an over 80 year old business. The DDA is leading the way by adding jobs and a positive atmosphere in Jackson.

Historically, the partnership of the City of Jackson and the DDA has been a remarkable testament to the virtues of a positive relationship and goodwill. Without such a partnership, the City of Jackson and its Downtown would not have seen the tremendous growth it has experienced or be poised to make greater strides in the future. The City of Jackson's support and investment in the DDA over the years has allowed the DDA to operate with maximum efficiency. It helps the DDA host events and work to fill our storefronts to create a vibrant downtown. The continued success of these and all events sponsored by the DDA, as well as the operation of the DDA itself, is reliant upon a continued mutual partnership with the City of Jackson. The investment in the DDA is a marketing investment, social investment, infrastructure investment, and an economic development investment all in one. Your continued support of the DDA and its mission is not taken lightly and support from City Council in the past has been highly valued, as is your careful consideration of our request to allocate \$25,000 to the City of Jackson Downtown Development Authority for fiscal year 2010-2011.

Your consideration of this request will allow the DDA to continue to:

- Promote economic development and fill storefronts
- Continue a façade improvement program
- Hold events and promote the City of Jackson

Thank you for your consideration of our request.



City of Jackson Fire Department

518 North Jackson Street ♦ Jackson, Michigan 49201 ♦ Telephone: (517) 788-4150 ♦ Facsimile: (517) 788-4637

Date: May 19, 2010

To: Warren Renando, Interim City Manager

From: Michael Beyerstedt, Fire Chief

Subject: Proposed Agenda Items

Mr. Renando,

I would like to have the acceptance of the bid for \$135,798 from Westshore Fire Inc., of Allendale, MI, placed on the agenda for the City Council meeting on 5/24/2010. The Jackson Fire Department was awarded Assistance to Firefighters Grant from FEMA in the amount of \$140,778. With this grant there is a 10% local match that we hope to recoup most, or all of through the sale of our old equipment. This purchase will improve safety and allow us to operate more closely with our automatic aid partners, as we will now all use the same breathing apparatus system.

The following is a list of the equipment that will be purchased through this grant:

- 25- Scott Air Pak 75, NFPA and CBRN compliant SCBA's
- 50- 2216 PSI, 30 minute Cylinders
- 36- Face pieces
- 36- Voice Amplifiers and brackets
- 1- Pak Tracker receiver and mobile charger
- 1- Scott RIT Pak with- regulator, face piece, and 60 minute air cylinder.

If I may be of further help, feel free to contact me.

Sincerely,

Michael D. Beyerstedt
Fire Chief



Downtown Development Authority (DDA)

Memorandum

Date: May 13, 2010
To: Warren Renando, City Manager
From: Jonathan Greene, Executive Director
RE: 2010-11 DDA Budget

The DDA requests the City Council, at the May 25th, 2010 meeting, to consider the DDA operational budget for the fiscal year 2010-11 and the DDA TIF budget for fiscal year 2010-11. These budgets were adopted by the DDA at their May 13, 2010 board meeting.

Requested action for City Council is:

1. Approval of the fiscal year 2010-11 Operations and TIF budgets for the Downtown Development Authority.

(496) Downtown Development Authority Project Fund

PURPOSE - This Fund is used to account for the receipt and expenditure of tax increments based on the captured assessed value of property within the Amended Development Area.

CHARACTER - The moneys credited to the Project Fund and on hand therein from time to time shall be used annually in the manner provided in the Tax Increment Financing Plan portion of the Amended Plan.

AUTHORITY - This Fund was established on July 1, 1993, per City Ordinance 92-16 adopted by the City Commission on October 20, 1992.

City of Jackson Fiscal Year 2010/11 Proposed Budget Analysis of Changes in Fund Balance

Fund 496 Downtown Development Authority Project Fund

	2007/08 Actual	2008/09 Actual	2009/10 Budget	2009/10 Projected	2010/11 Manager Proposed	2010/11 Council Adopted
Revenues	1,064,177	1,084,014	1,000,760	991,852	1,149,393	
Expenditures	1,261,882	1,333,572	1,388,102	1,362,020	1,469,209	
Excess of Revenues Over (Under) Expenditures	(197,705)	(249,558)	(387,342)	(370,168)	(319,816)	
Fund Balance - Beginning of Year	1,137,471	939,766	690,208	690,208	320,040	
Fund Balance - End of Year	939,766	690,208	302,866	320,040	224	

City of Jackson
Fiscal Year 2010/11 Proposed Budget
Revenue Detail

Fund 496 Downtown Development Authority Project Fund

Account Description	2007/08 Actual	2008/09 Actual	2009/10 Budget	2009/10 Projected	2010/11 Manager Proposed	2010/11 Council Adopted
496-000-000-403.000 Current Property Taxes	1,014,339	1,056,990	976,760	984,502	1,078,393	
496-000-000-664.000 Interest	41,588	17,124	15,000	5,000	0	
496-000-000-698.000 Miscellaneous	0	0	0	0	71,000	
496-000-000-668.000 Rents - Hayes Hotel	8,250	9,900	9,000	2,350	0	
Total Revenues	1,064,177	1,084,014	1,000,760	991,852	1,149,393	0

Expenditure Detail

Fund 496 Downtown Development Authority Project Fund
Dept 741 Tax Increment Finance Construction

Account Description	2007/08 Actual	2008/09 Actual	2009/10 Budget	2009/10 Projected	2010/11 Manager Proposed	2010/11 Council Adopted
Contractual And Other :						
496-741-000-931.002 Bldg. Maint. - Hayes Hotel	117,739	106,057	60,000	32,000	20,000	
496-741-000-818.055 Alleg. Health - 1201 E. Mich.	0	0	12,000	13,955	141,109	
496-741-000-999.323 Cont.-MULA Loan D/S Fd.	144,000	144,000	144,000	144,000	64,000	
496-741-000-999.395 Cont.-2001 DDA TIF D/S Fd.	968,923	1,051,513	1,139,300	1,139,263	1,244,100	
496-741-000-999.585 Cont.-Auto Parking Fund	31,220	32,002	32,802	32,802	0	
	1,261,882	1,333,572	1,388,102	1,362,020	1,469,209	0
Total Expenditures	1,261,882	1,333,572	1,388,102	1,362,020	1,469,209	0



Department of Engineering Public Works

521 Water Street - Jackson, MI 49203
Telephone: (517) 788-4170 — Facsimile: (517) 788-4639

May 19, 2010

TO: Warren Renando, Interim City Manager

FROM: Jon H. Dowling, P.E., Director of Engineering & Public Works

RE: ROAD SALT PURCHASE – WINTER MAINTENANCE
PURCHASE ORDER 2010/11

The Department of Engineering & Public Works requests permission to issue a Purchase Order for road salt to Jackson County Road Commission. In 2007, the Jackson County Road Commission and the City of Jackson had a contract with Detroit Salt for three years from 2007 – 2010. This contract with Detroit Salt, Jackson County Road Commission and the City of Jackson, expires as of June 2010. The price paid per ton with Detroit Salt for 2009-10 was \$39.88 per ton, delivered to the City of Jackson.

The Jackson County Road Commission has agreed to purchase 4,000 tons of road salt before the current contract expires and sell to the City of Jackson for winter maintenance 2010/11. The Road Commission will purchase and store the salt at their facility on Elm Road, until the City of Jackson needs to have salt delivered. The Road Commission will sell the salt to the City of Jackson for \$39.88 per ton (2009-10 price), plus \$1.90 per ton delivered to 521 Water Street, for a total price per ton of \$41.78. Cost for 4,000 tons of salt delivered to the City of Jackson would be \$41.78 per ton, for a total of \$167,120.00. If City of Jackson trucks are in the area and would like to pick up salt per truckload, the price would be only \$39.88 per ton.

Last year's salt purchase for the City of Jackson and Detroit Salt was 3,175.46 tons @\$39.88 per ton for a total of \$126,637.34. City of Jackson and North American Salt (required purchase through State of Michigan Contract for 2009-10) was 734.10 tons @\$57.83 per ton, for a total cost of \$42,453.00. This year the State of Michigan is not requiring the City of Jackson to purchase salt off the state contract for use on the trunkline streets. Total cost for both (City & State) salt contracts for 2009-10 was \$169,090.34.

The Road Commission has also requested that the City of Jackson pay for one half of the 4,000 tons of salt requested, on or before July 23rd, 2010. The payment due to the Road Commission by July 23rd, 2010 will be \$83,560.00.

With Council approval, I would like to issue a Purchase Order for this purchase with the Jackson County Road Commission for a total of \$167,120.00. Funds to pay for the salt purchase for the City of Jackson are included in the Major & Local Street, Winter Maintenance Budgets for 2010/11.

c: Lucinda Schultz, Accounting Manager
Lynn Fessel, Purchasing Agent
Shelly Allard, Purchasing Coordinator



161 W. Michigan Avenue - Jackson, MI 49201
Telephone: (517) 788-4160 — Facsimile: (517) 788-4639

May 19, 2010

TO: Warren D. Renando, Interim City Manager
FROM: Jon H. Dowling, P.E., City Engineer
RE: Jackson Rail Passenger Station Development Study - Request for Award

On May 6, 2010, qualification documents and proposals were received from five consultants by the Purchasing Department for the Jackson Rail Passenger Station Development Study. Unlike bid solicitations, Requests for Qualifications and Proposals (RFQP) are requested for professional services and are designed to allow the respondents to demonstrate their understanding of the project needs and their qualifications to perform the work. A point system is used to evaluate proposals and select the most qualified firms that considers experience, method of approach, time and effort, understanding of the project and accessibility. Cost proposals are opened and evaluated only for the most qualified firms, preventing potential Freedom of Information Act exposure to cost information by unsuccessful respondents.

Qualifications and proposals for the Jackson Rail Passenger Station Development Study were reviewed by a team consisting of Jon Dowling, City Engineer, Steven Duke, Executive Director, Region 2 Planning Commission, Therese Cody, Rail Operating Programs Manager-High Speed Rail & Innovative Project Advancement, Michigan Department of Transportation and Demetrius Parker, Jackson Transportation Service Center Manager, Michigan Department of Transportation. The following is a listing of firms submitting proposals and their rating as ranked by the review team:

Design Firm	Total Rating	Cost
Quinn Evans Architects, Ann Arbor, MI JJR, LLC, Ann Arbor, MI R.W. Mercer, Jackson, MI	885	\$57,888
THA Architects Engineers, Flint, MI DLZ Michigan, Inc., Lansing, MI	800	
Hobbs & Black Architects, Ann Arbor, MI Clark Construction Co., Lansing, MI	735	
Elite Engineering, Jackson, MI		
Tectonic Design Architecture and Design, Monroe, MI		

Cost proposals were opened and reviewed for the highest ranking firm. The proposals for Elite Engineering and Tectonic Design were not ranked by the team due to incomplete submission of documents.

Based upon the qualification ranking and completeness of their cost proposal, and in concurrence with the Michigan Department of Transportation, the Department of Engineering recommends that the contract for the Jackson Rail Passenger Station Development Study be awarded to Quinn Evans Architects at their not-to-exceed cost of \$57,888. Funding for this study is available in the Major Street Fund by a grant from MDOT. With your concurrence, please submit this request to City Council for approval. I also request that the Mayor and City Clerk be authorized to sign the contract documents.

c: Randall T. McMunn, P.E., Assistant City Engineer Lynn Fessel, Purchasing Agent Lucinda Schultz, Accounting Manager	Steven Duke, Region 2 Planning Commission Demetrius Parker, Jackson TSC, MDOT Therese Cody, MDOT
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Downtown Development Authority (DDA)

Memorandum

Date: May 19, 2010
To: City Council
From: Jonathan Greene, Executive Director
RE: Redevelopment Liquor License Request

Legislative Background

The State of Michigan provides for the issuance of certain liquor licenses within development districts or areas including a downtown district established under PA 197 of 1975, MCL 125.1651 to 125.1681. The Act, PA 501 of 2006, MCL 436.1521 provides those licenses in addition to the number of licenses available to cities under MCL 531(1). There are several provisions, which regulate the issuance of these licenses. They are:

- The initial enhanced license fee for licenses issued under this act is \$20,000.
- These specific licenses may transfer ownership but they **MAY NOT** be transferred to another location.
- If the licensee goes out of business, the licensee shall surrender the license to the Liquor Control Commission. The governing body of the local unit of government may approve another applicant within the redevelopment project area or development district to replace a licensee who has surrendered the license to the Liquor Control Commission.
- Applicants are warned to not invest any money in improvements or bind themselves in any agreements until they have been officially notified by the Michigan Liquor Control Commission that their request has been approved.
- The individual signing the application to the Michigan Liquor Control Commission **SHALL STATE AND DEMONSTRATE THAT THEY ATTEMPTED TO SECURE AN APPROPRIATE ON-PREMISES ESCROWED LICENSES OR QUOTA LICENSE WHICH MAY BE AVAILABLE WITH THE LOCAL UNIT OF GOVERNMENT IN WHICH THE APPLICANT PROPOSES TO OPERATE.**

Before the City of Jackson can receive the application several steps must be taken first. The following is a guide regarding the documents and approvals, which when they are reviewed and approved by the Michigan Liquor Control Commission will allow entities to submit applications to the

Current Status

The City of Jackson must:

1. Pass a resolution establishing the DDA as a Redevelopment Project Area, provide a map of the DDA within the City, and certify the DDA was created under PA 197 of 1975.

2. The City Assessor must sign an affidavit and the City Clerk must certify the affidavit stating the total amount of public and private investment in DDA has been greater than \$200,000 in the preceding 5 year time period. (December 31, 2004 to December 31, 2009)
3. Pass a resolution, which approves the specific applicant (individual, corporation, LLC, or LLP, at a specific location "ABOVE ALL OTHERS," which means for only this applicant at this location.

The applicant must:

1. Meet normal regulations, laws and guidelines to be eligible for a liquor license.
2. Must expend for rehabilitation or renovation of the building that houses the licensed premises not less than \$75,000 over the preceding 5 year period or commit to capital improvements of at least that amount in the building that houses the licensed premises, which must be expended before the issuance of the license.
3. The licensed business engages in dining, entertainment, or recreation, that is open to the general public, with a seating capacity of not less than 50 persons.

Recommendations

The availability of these specific liquor licenses has the potential to significantly and positively impact the downtown. Approval of the license could have positive impact on the tax base for the City as applicants must expend \$75,000 in capital improvements for rehabilitation/renovation costs as well as enhancing State revenue from liquor sales tax.

The DDA staff recommends the City Council establish the DDA District as a Redevelopment District/Project area as provided in PA 501 of 2006 and approval of the subsequent resolution and affidavit to that effect at its May 25th Regular City Council meeting.

City Council Meeting action item to read:

1) Consideration of the establishment of the DDA District as a Redevelopment District/Project area as provided in PA 501 of 2006 and the for the City Clerk and City Assessor to sign the required affidavit indicating the level of investment within the proposed Redevelopment District/Project area exceeds \$200,000.

RESOLUTION

WHEREAS, the City Council establishes a Redevelopment Area pursuant to Act 501 of Public Acts 2006, and;

WHEREAS, the City of Jackson Downtown Development Authority District has realized considerable public and private investment within the past five years, and;

WHEREAS, the Downtown Development Authority District was established under appropriate statutory provision, that being Act 197 of Public Acts 1975, and;

WHEREAS, the City of Jackson shall provide to the Michigan Liquor Control Commission a map clearly identifying the boundaries of the Downtown Development Authority District, and;

WHEREAS, the City of Jackson shall provide to the Michigan Liquor Control Commission an affidavit from the City Assessor, as certified by the City Clerk, stating the total amount of public and private investment in real and personal property within the Downtown Development Authority District, which shall not be less than \$200,000 for each license requested, over the preceding time period;

NOW THEREFORE BE IT RESOLVED, the City Council hereby approves the designation of the City of Jackson Downtown Development Authority district as the Development District and Area for purposes of the Redevelopment Project Area and Development District liquor Licenses as authorized by MCL 436.1521a.

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 foresaid, do hereby certify that the foregoing is a true and complete copy of a resolution adopted by the Jackson City Council.

IN WITNESS WHEREOF, I have hereto
affixed my signature and Seal of the City of
Jackson, Michigan this ____ day of May,
2010.

Lynn Fessel, City Clerk

AFFIDAVIT OF PUBLIC & PRIVATE INVESTMENT
DEVELOPMENT DISTRICT AREA

I, David Taylor, am the City Assessor for the CITY OF JACKSON. I have examined the assessment records, accounting records, and building permit records for the City of Jackson and made the following the determination as to the public and private investment in the City of Jackson qualified development district (Downtown Development Authority). Based on my review these records, I have determined that the total amount of public and private investment in real and personal property within the qualified district over the preceding five (5) year period, December 31, 2004 through December 31, 2009 is at least \$6,933,933, an amount that exceeds the \$200,000 minimum required by Public Act 501 of 2006, Section 521a(1)b. I have made this determination to the best of my knowledge and ability on this day May 19, 2010, in Jackson County, Michigan.

CITY OF JACKSON

May 19, 2010

David Taylor, Assessor

As certified by

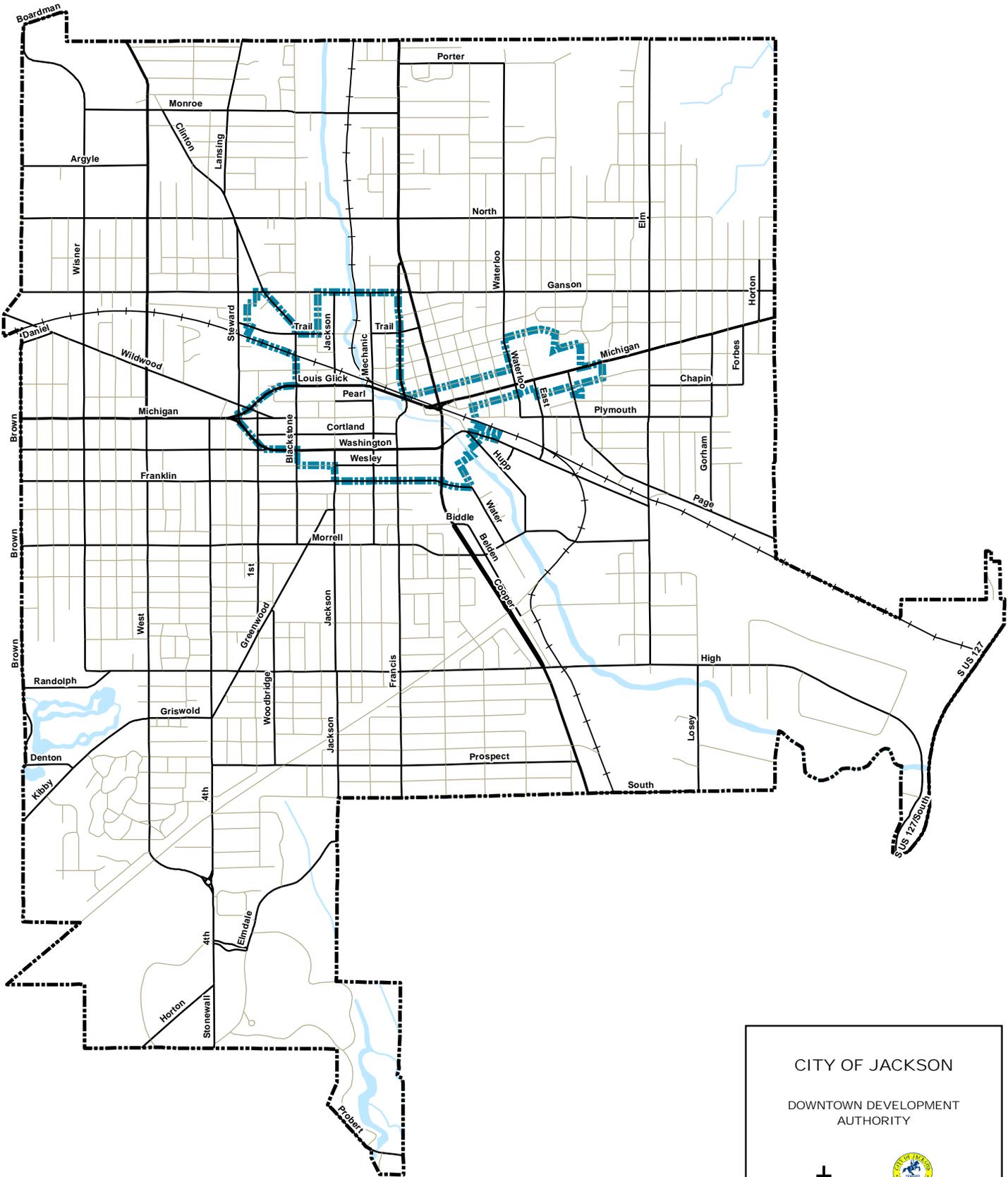
Lynn Fessel, City Clerk

STATE OF MICHIGAN)
)SS
COUNTY OF JACKSON)

On this day of May 19, 2010 before me, a Notary Public in and for said county and state, personally appeared the above-named, on behalf of the City of Jackson, and made oath that she read the foregoing Affidavit, by her subscribed, and knows the contents thereof, and that the same is true of her own knowledge, except as those matters which are stated to be upon information and belief, and to those matter, she believes them to be true.

Liquor Control Commission
Downtown Development District Area
City of Jackson
Partial list of Public/Private Investment

Parcel	Project	Address	Value
6-036500000	Health Center	1201 E Michigan Ave	6,600,000
7-050700000	Renovation of retail	700 E Michigan Ave	280,000
4-0269.8000	Dr Slete – Rehab	306 W Washington Ave	20,000
4-002400000	Renovation	132 W Cortland St	33,000
		Total	6,933,000



CITY OF JACKSON
DOWNTOWN DEVELOPMENT
AUTHORITY



0 500 1,000 1,500 2,000
Feet

Date Prepared: May 19th, 2010



Department of Community Development

161 W. Michigan Avenue • Jackson, MI 49201-1303•
Facsimile (517) 768-5832

Administrative Services
(517) 788-4060

Building Inspection
(517) 788-4012

Rehabilitation Services & Information
(517) 788-4070

INFORMATIONAL ITEM

TO: Warren D. Renando, Interim City Manager
DATE: May 18, 2010
FROM: Carol L. Konieczki, Community Development Director
SUBJECT: Award of Bid for Rehab Project at 1033 Cypress

Rehab Specialist Cliff Winslow requested bids through the Purchasing Department for an owner-occupied Community Development Rehabilitation project at 1033 Cypress. The Community Development Department has analyzed the bids submitted and arrived at a recommendation on bid award.

Four contractors attended the mandatory pre-bid walk through with three submitting completed bids. The resulting Bid Tabulations are attached for your review. The lowest acceptable bid is as follows:

Project	Awardable Contractor	Amount
1033 Cypress	At-A-Moments Notice	\$11,830

The homeowner has been prequalified to receive full funding through a CDBG or HOME rehab loan (\$5,015 Code and \$6,815 Lead). The contractor awarded this project is required to obtain a current installation floater on their general liability insurance policy.

This project also received previous assistance under the Emergency Hazard Program in November, 2009, to repair a leaking roof in the amount of \$6,300.00. The total for repairs under both projects at this address is \$18,130.00. Since the total of both projects does not exceed the \$20,000 contract maximum established by the Purchasing Policy, formal City Council action is not necessary to approve this bid award.

With your approval, please place this item in the Councilmembers packets as an informational item for the May 25, 2010 meeting.

cc: Shelly Allard, Purchasing Coordinator
Dennis M. Diffenderfer, Rehab Coordinator
Kim VanEvery, Loan Assistant
Michelle Pultz, CD Project Coordinator



Bid Tabulation
for
Housing Rehabilitation
at
1033 Cypress

					At A Moments Notice 209 W. Washington, Suite 182 Jackson, MI 49201	Concept Construction 1619 Cascade Ct. Jackson, MI 49203	Alpha & Omega Construction Co. 340 Burt Avenue Jackson, MI 49201
Item #	Description	Code	Location	Rehab Inspector Estimate	Unit Price	Unit Price	Unit Price
1	Lead Work Sills, Stools, Casings	L	S, E, N	600.00	480.00	825.00	800.00
2	Paint Foundation	L	All	200.00	350.00	325.00	500.00
3	Lead Work Sills, Stools, Casings	L		50.00	50.00	125.00	50.00
4	Combination Doors (2)	C	S, W	200.00	425.00	420.00	400.00
5	Lead Work Sills, Stools, Casings	L		50.00	50.00	110.00	75.00
6	Hanrail	C	E	35.00	175.00	85.00	100.00
7	Top Soil - 4 yds.	L	N	200.00	250.00	160.00	700.00
8	Reglaze (2) Windows	C	W. Porch	50.00	100.00	70.00	150.00
9	Lead - Paint Interior and Fix Sills	L	W. Porch	100.00	300.00	235.00	375.00
10	Steel Door	L	Living Room	350.00	500.00	325.00	500.00
11	Lead	L	Living Room	100.00	100.00	110.00	50.00
12	Windows (2)	L	(1) Dining, (1) Living	400.00	400.00	515.00	450.00
13	Lead	L		200.00	200.00	200.00	50.00
14	Repair Screen and Add Handle and Lock	C	E	275.00	65.00	85.00	100.00
15	Windows (2) D.H. (1) Slider	L	Kitchen	600.00	750.00	735.00	700.00
16	Lead	L		300.00	150.00	300.00	150.00
17	Window (1) Lower	L	Upstairs Stairway	200.00	250.00	245.00	250.00
18	Lead	L		100.00	50.00	100.00	50.00
19	Hanrail	C	Upstairs Stairs	75.00	100.00	185.00	175.00
20	Door	L	Bath	120.00	180.00	145.00	200.00
21	Lead	L		20.00	25.00	100.00	50.00
22	Painting, Sop Dish, Cabinet, Trim and Walls	L	Bath	100.00	250.00	215.00	500.00
23	Lead	L		50.00	50.00	100.00	25.00
24	Door	L	W Bedroom	100.00	150.00	185.00	200.00
25	Lead	L		50.00	25.00	100.00	50.00
26	Paint "All"	L	W Bedroom	150.00	75.00	225.00	500.00
27	Lead	L		20.00	25.00	55.00	50.00
28	Door	L	NW Bedroom	120.00	180.00	285.00	250.00
29	Patch Plaster All Walls	C	W Bedroom	125.00	125.00	355.00	300.00
30	Lead	L		25.00	25.00	100.00	50.00
31	Paint Trim and Base Boards, and Cabinet	L	NW Bedroom, Upstairs Stairway	150.00	225.00	110.00	675.00
32	Lead	L		20.00	75.00	55.00	50.00

Bids are broken down to utilize/identify funding sources
L = Lead based paint hazard elimination work

C = Code requirement repair

I = Incipient Item

Prepared by Purchasing

**City of Jackson Police Department
216 East Washington Avenue
Jackson, Michigan 49201
(517) 788-4127**



MEMORANDUM

DATE: May 5, 2010

TO: Christopher Lewis
Interim City Manager

FROM: Matthew R. Heins
Chief of Police

SUBJECT: April Manager's Report

Chief Matthew Heins

- Attended:
 - Meeting with Fire Chief Beyerstedt on Public Safety report
 - Meeting with Sheriff, Prosecutor, and MSP Commander regarding violence in the City
 - Meeting to review 2010 goals with Commanders
 - Meeting with Councilman Breeding and NAACP President Arlene Robinson
 - Training Consortium Meeting
 - Annual Law Enforcement Meeting with the Courts
 - Meeting with JTV Producer regarding Behind the Badge
 - Behind the Badge taping with Sheriff Heyns and Lieutenant Shaw
 - Community Meeting
 - Meeting to discuss BWI Contract
 - Meetings with Officer Bonneau's parents (2)
 - Meeting with citizen regarding Internal Investigation
 - Area Chiefs Meeting
 - City Finance Committee Meeting
 - Budget Meeting
 - HRC Meeting – Gave presentation on shooting
 - Employee grievance meeting
 - Victim Rights Tribute/Candle Lighting Ceremony
 - King Center dedication
 - Meeting with JPS Superintendent Dan Evans regarding Wilson School Officer
 - Meeting with MSP Lt. Jim Shaw and JCC President Dan Phelan
 - Meeting with Officer LaVigne to accept his resignation
- Appeared on Bart Hawley with Sheriff Heyns

- Participated in MACP District 8 Elections
- 48 Hours of Vacation
- 6 Hours of Furlough
- 6 Hours of Sick Time

Deputy Chief John Holda

- Attended:
 - Annual Command Goal Review Meeting
 - Budget Meeting
 - IT Transition Meeting
 - Trevor – New World
 - Chris – Omega (Crime Mapping)
 - City IT – Conference call
 - Radio System Update Meeting
 - ACT 345 Meeting
 - Community Corrections Meeting
 - Department Head Meeting
 - Training Consortium Meeting
 - Law Enforcement Meetings – South Side Violence (2)
 - Salvation Army Advisory Board Meeting
 - LEIN TAC Training – MSP
 - GIS Presentation – City Hall
 - RCPI PTO Consortium
- Projects
 - Transition to Crime Mapping.com
 - Transition to County Records Management System
 - LEIN TAC
 - MICR Reporting
 - AS-400 / Network back-up
 - Installation of new computers
 - In-Car video – Memory upgrades
- 40 Hours of Vacation
- 3 Hours of Furlough

Lt. Christopher Simpson

- Attended:
 - Meeting with Dani Meier
 - Ordinance Review Committee Meeting
 - Domestic Violence Meeting
 - Nuisance Review Committee
 - Review of Commander Goals
 - Community Response to Neighborhood Violence
 - Gun Violence JCC
 - Fitness meeting Oliver from Allegiance
 - Human Service Meeting

- Domestic Violence Meeting
- OSHP Training
- 16 Hours Vacation
- 8 Hours Personal Day
- 5 Hours of Furlough

Lt. Elmer Hitt

- Attended:
 - Meeting with MSP regarding Harmony Day March
 - Meeting with City Attorney Giglio regarding Business Watch International agreement
 - Meeting with Consumers Energy representative to discuss Shareholders Meeting scheduled for May 21.
 - SRT Training
 - Meeting with MSP, Blackman DPS, and Prosecutor's Office to discuss check cases.
 - Local Planning Team meeting
 - City Council Meeting. BWI Agreement passed.
 - Financial institution meeting at CP Federal Credit Union. Presented JPD check procedure.
- SRT assisted JNET at 318 W. Wesley St. in executing search warrant – 3 handguns recovered
- Other update information:
 - All required Recovery Act grant reports were completed in April.
 - JPD is waiting on specs to be finalized for the boiler which is being funded under the energy grant. Bid process will begin shortly after specs are received.
 - Stabbing incident at Parkside on April 22nd. Fifteen year old was arrested and Prosecutor's Office is seeking to have her waived and charged as an adult.
 - The Prosecutor's Office eliminated the Check Diversion Program which dealt with NSF & No Account Checks. This prompted the meetings mentioned above regarding checks. JPD process for handling these was finalized and distributed on 4/30/10.
- 16 Furlough Hours
- 32 Vacation Hours