



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

AGENDA – CITY COUNCIL MEETING

February 10, 2009

7:00 p.m.

1. Call to Order.
2. Pledge of Allegiance – Invocation by Arlene Robinson, President of the Jackson County Branch NAACP in recognition of Black History Month.
3. Moment of Silence honoring the life and service of former Mayor Fred Janke to the City of Jackson.
4. Roll Call.
4. Adoption of Agenda.
5. **Presentations/Proclamations.**
 - *A. Consideration and presentation of a Declaration observing February 15, 2009, as NAACP Sunday, and 2009 as the NAACP Centennial Year.
6. **Citizen Comments. (3-Minute Limit)**
7. **Consent Calendar.**
 - A. Approval of the minutes of the regular City Council meeting of January 20, 2009, and the special City Council meetings of January 27, 2009, and February 3, 2009.
 - B. Receipt of City Treasurer's Quarterly Report for the months of October, November, and December 2008.
 - C. Receipt of the composite evaluation of the City Manager with direction that it be placed in the City Manager's personnel file, and that the City Councilmember's individual evaluation of the City Manager be secured in the office of the City Clerk.
 - D. Receipt of Community Development Department CDBG Financial Report through December 31, 2008.
 - E. Referral of a proposed text amendment to the zoning ordinance allowing 'automobile, truck and trailer display and sales' as permitted use in the I-1 District (which will also make it a permitted use in the I-2 District), back to the City Planning Commission.
 - F. Establishment of February 24, 2009, at the City Council meeting as the time and place to hold public hearings on the following Special Assessment Rolls for street construction:
 1. Roll No. 3350 for street construction on Center Street from Ganson Street to North Street.
 2. Roll No. 3351 for street construction on First Street from Greenwood to Morrell Street.
 3. Roll No. 3352 for street construction on High Street from Losey Street to Market Street.
 4. Roll No. 3353 for street construction on High Street from Market Street to Old Easterly City Limit.

5. Roll No. 3354 for street construction on High Street from Old Easterly City Limit to Executive Drive.

8. **Committee Reports.**

9. **Appointments.**

10. **Public Hearings.**

11. **Resolutions.**

- A. Consideration of a resolution allowing all City property owners and/or their authorized representatives and/or parties liable for real or personal property taxes to protest or appeal their assessed values, state equalized values, and taxable values to the March Board of Review by mail.
- B. Consideration of a resolution amending the 2008-2009 Jackson Police Department budget to reflect receipt of a Michigan Commission on Law Enforcement Standards (MCOLES) Justice Training Grant, in the amount of \$39,805.00 to conduct Emergency Vehicle Operation training.
- C. Consideration of a resolution regarding the request from Dove Health Alliance, Inc., that they be recognized as a nonprofit organization operating in the community for the purpose of obtaining charitable gaming licenses.
- D. Consideration of a resolution regarding the request from The Reading Writing Connection, that they be recognized as a nonprofit organization operating in the community for the purpose of obtaining charitable gaming licenses.

12. **Ordinances.**

- A. Final adoption of Ordinance No. 2009.2, amending Chapter 28, Section 28.183, City Code, rezoning the property located at 206 & 216 Page Ave. from R-4 (high density apartment and office) to C-2 (community commercial).

13. **Other Business.**

14. **New Business.**

- A. Consideration of a request from Jackson County to participate in an update to the plan prepared in 2000 for a joint public safety facility.
- B. Consideration of the request to approve the low bid award to Frazier Well Services, Muskego, WI, in the amount of \$32,267.00, for purchase of well parts for Well #7 located at the Water Treatment Plant, and Well #1 located in Ella Sharp Park, in accordance with the recommendation of the Director of Public Services and the Purchasing Agent.
- C. Consideration of the request to approve the preliminary allocation for fiscal year 2009-2010 Community Development Block Grant (CDBG) and HOME programs.
- D. Consideration of the request to approve the bid award to FEB Contracting, in the amount of \$24,900.00, for the owner-occupied Community Development rehabilitation project located at 754 Woodlawn, in accordance with the recommendation of the Community Development Director.
- E. Consideration of the proposed changes to be used with the 2008-2009 Meterless Parking Special Assessment rolls, in accordance with the recommendation of the City Assessor.
- F. Consideration of a recommendation from the Local Officers Compensation Commission regarding the annual salary of the City Treasurer.
- G. Consideration of a recommendation from the Local Officers Compensation Commission regarding the annual salaries of the Mayor and City Council.

15. **City Councilmembers' Comments.**

16. **City Manager's Comments.**

17. **Executive Session to discuss labor matters and a legal opinion.**

18. **Return to Open Session.**

A. Consideration of a request for an extension of a closing date for 228 W. Michigan Avenue by Hotel Hayes Development, LLC, a third addendum to Hayes Hotel Purchase Agreement, authorization for the Mayor and City Clerk to execute the appropriate document(s), and for staff to make minor modifications if needed.

19. **Adjournment.**

*Item Added

DECLARATION
IN OBSERVANCE OF
February 15, 2009, as NAACP Sunday
And
2009 As the NAACP Centennial Year

BY THE CITY COUNCIL:

WHEREAS, the National Association for the Advancement of Colored People (NAACP) was formed in 1909 when 60 Americans, all possessing a deep devotion to decency and humane race relations, banded together to right some of the shocking wrongs being inflicted upon a group of fellow citizens; and

WHEREAS, since that time, the NAACP has contributed much to the progress of American civilization. Today, with close to one-half million members of all races and faces throughout the USA, Japan, and Korea, the NAACP remains dedicated to the elimination of racism, segregation, and illegal discrimination in all forms; and

WHEREAS, the Association's ultimate goal is the establishment of full and equal rights for Americans of all races, in respect to security of person, voting, housing, treatment in the courts, health facilities, and public accommodations; and

WHEREAS, although the NAACP will be 100 years old on February 12, 2009, the Jackson County Branch NAACP will celebrate each month of this year by dramatizing the problems still facing people of color, by emphasizing the impact that it has had in the community, and by staging centennial themed educational, entertaining, and motivational events,

NOW, THEREFORE, the City Council of the City of Jackson urges all Jackson citizens take note of the important achievements that the NAACP has made in the field of human relations, and further, urges all citizens of our community to give the NAACP the moral and financial support it must have to achieve its goals -- goals important to all.

Dated February 10, 2009.

Jerry F. Ludwig, Mayor

Carl L. Breeding
1st Ward Councilmember

Kenneth E. Gaiser
4th Ward Councilmember

Robert B. Howe
2nd Ward Councilmember

Andrew R. Frounfelker
5th Ward Councilmember

Daniel P. Greer
3rd Ward Councilmember

John R. Polaczyk
6th Ward Councilmember

JACKSON CITY COUNCIL MEETING

MINUTES

JANUARY 20, 2009

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 Vice Mayor Andrew R. Frounfelker.

PLEDGE OF ALLEGIANCE – INVOCATION.

The Council joined in the pledge of allegiance. Vice Mayor Frounfelker gave the invocation.

ROLL CALL.

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

Also present: City Manager William R. Ross, City Attorney Julius A. Giglio and City Clerk Lynn Fessel.

AGENDA.

Motion was made by Councilmember Greer and seconded by Councilmember Polaczyk to delete Item 17.B. from this agenda (*Consideration of a periodic personnel evaluation of the City Manager.*), due to the Mayor's absence, and place it on the next regular Council meeting agenda. The motion was adopted by the following vote. Yeas: Vice Mayor Frounfelker and Councilmembers Breeding, Howe, Greer, Gaiser and Polaczyk—6. Nays: 0. Absent: Mayor Ludwig—1.

Motion was made by Councilmember Breeding and seconded by Councilmember Greer to move Item 9.D. under Appointments to New Business (Item 14.C.). The motion was adopted by the following vote. Yeas: Vice Mayor Frounfelker and Councilmembers Breeding, Howe, Greer, Gaiser and Polaczyk—6. Nays: 0. Absent: Mayor Ludwig—1.

Motion was made by Councilmember Greer and seconded by Councilmember Breeding to adopt the agenda, as amended above. The motion was adopted by the following vote. Yeas: Vice Mayor Frounfelker and Councilmembers Breeding, Howe, Greer, Gaiser and Polaczyk—6. Nays: 0. Absent: Mayor Ludwig--1.

PRESENTATIONS/PROCLAMATIONS.

A. PRESENTATION BY FRANK DONOVAN, CHIEF BUILDING OFFICIAL, INSPECTION DIVISION, AND SUSAN MURPHY, DEPUTY CITY ATTORNEY, REGARDING THE BUILDING BOARD PROCESS.

Community Development Director Carol Konieczki introduced Brian Taylor, the City's new Building Inspector, and Barry Hicks, the City's new Economic Development Project Manager.

Mr. Donovan began his presentation by explaining that he is revising the process to include the assignment of dangerous structures to one of three categories: Condemned, Hazardous or Unfit for Habitation based on conditions observed during investigations. Hopefully, properties that have been on the list for a long time will be categorized correctly, monitored properly or repaired or demolished. He reviewed the layout of future reports, explaining what they will include. Mr. Donovan also discussed the issue of properties where the water has been shut off and how this will be reported.

CITIZEN COMMENTS.

John Wilson, 1045 S. Durand, stated he hopes the City Council will consider all of the options before approving another extension to the Hotel Hayes Development, LLC.

Mike Sharp, on behalf of Hotel Hayes Development, LLC, updated the Council on the Hayes Commons (Hotel Hayes) project and requested a six-month extension of the closing date on the property.

Margaret Riggle, 634 N. Mechanic Street, thanked the Council for starting the improvements on Mechanic Street, but more lighting and paving are needed. The management and ownership of Art 634 do not want to see Phase II of the Armory Arts project go forward until Phase 1 is operating as marketed.

Terry Sanders, 1112 Hamilton, complained about the property at the corner of Hamilton and Argyle. He explained that it is boarded up with no water, no electricity, no steps, unshoveled sidewalks and something needs to be done about it.

Carolyn Whaley, Teddy Bear Warehouse, would like to see metered parking come back. She also discussed the struggle of small business owners and the accumulation of snow in the downtown.

CONSENT CALENDAR.

Councilmember Breeding requested Item G be removed for separate consideration. Motion was made by Councilmember Greer and seconded by Councilmember Polaczyk to approve the following Consent Calendar, with Item G removed for separate consideration. The motion was adopted by the following vote. Yeas: Vice Mayor Frounfelker and Councilmembers Breeding, Howe, Greer, Gaiser and Polaczyk—6. Nays: 0. Absent: Mayor Ludwig--1.

Consent Calendar

- A. Approval of the minutes of the regular City Council meeting of January 6, 2009.

- B. Approval of the payment of the Region 2 Planning Commission invoice, in the amount of \$12,138.43 for planning services for the month of December 2008, in accordance with the recommendation of the City Manager.
- C. Approval of the request from the Center for Family Health to conduct the 33rd annual Groundhog Gallop, Saturday, February 7, 2009, beginning at 12 noon. (Recommended approval received from the Police, Fire, Traffic Engineering, Parks/Forestry and Public Services Departments. Proper insurance coverage received.)
- D. Approval of the request from the Jackson Storyfest Committee for police assistance and for permission to use the City owned parking lots north of Pearl Street for parking school buses for their annual Jackson Storyfest to be held on Friday and Saturday, May 1 and 2, 2009. (Recommended approval received from the Police, Fire, Public Services, and Traffic Engineering Departments, and the Downtown Development Authority. Insurance coverage received, subject to renewal April, 2009.)
- E. Approval of the request from the Jackson National Day of Prayer Task Force to conduct the National Day of Prayer service at 12:00 p.m. on Thursday, May 7, 2009, at Bucky Harris Park. (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.)
- F. Approval of Traffic Control Order (TCO) No. 1993, reviewing the request of possibly removing posted parking restrictions on Trail Street between Jackson Street and Mechanic Street and rescinding Traffic Control Orders PR100 and #379, in accordance with the recommendation of the City Engineer.
- G. *Removed for separate consideration.*
- H. Receipt of Community Development Department CDBG Financial Report through November 30, 2008.
- I. Receipt of an Order from the Court of Appeals, State of Michigan regarding Brian Surgener vs. City of Jackson.
- J. Receipt of the City of Jackson's summary of revenue and expenditures for six (6) months ended, December 31, 2008.

CONSENT CALENDAR ITEM G.

Receipt of the 2008 City Planning Commission Annual 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: Vice Mayor Frounfelker and Councilmembers Howe, Greer, Gaiser and Polaczyk—5. Nays: Councilmember Breeding—1. Absent: Mayor Ludwig—1.

COMMITTEE REPORTS.

None.

APPOINTMENTS.

- A. **APPROVAL OF THE MAYOR'S RECOMMENDATION TO REAPPOINT CAROL KOBERT TO THE BOARD OF REVIEW FOR A THREE-YEAR TERM BEGINNING FEBRUARY 1, 2009, AND ENDING JANUARY 31, 2012.**

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

B. APPROVAL OF THE MAYOR'S RECOMMENDATION TO APPOINT LISA M. GOWDY TO THE CITIZENS ADVISORY COUNCIL FOR COMMUNITY DEVELOPMENT FILLING A CURRENT VACANCY, BEGINNING IMMEDIATELY AND ENDING DECEMBER 31, 2009.

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

C. APPROVAL OF THE MAYOR'S RECOMMENDATION TO APPOINT WENDY R. CLIFTON TO THE DOWNTOWN DEVELOPMENT AUTHORITY FILLING A CURRENT VACANCY, BEGINNING IMMEDIATELY AND ENDING MARCH 29, 2012.

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

D. APPROVAL OF THE MAYOR'S RECOMMENDATION TO REAPPOINT HIMSELF TO THE ELLA W. SHARP PARK BOARD OF TRUSTEES FOR A THREE-YEAR TERM, BEGINNING FEBRUARY 1, 2009, AND ENDING JANUARY 31, 2012.

This Item was moved to New Business (Item C) at the time the agenda was adopted.

E. APPROVAL OF THE MAYOR'S RECOMMENDATION TO REAPPOINT TERESSA T. DELPH TO THE JACKSON DISTRICT LIBRARY BOARD OF TRUSTEES FOR A FOUR-YEAR TERM BEGINNING FEBRUARY 3, 2009, AND ENDING FEBRUARY 2, 2013.

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

F. APPROVAL OF THE MAYOR'S RECOMMENDATION TO REAPPOINT ELWYN RIDER TO THE PARKS AND RECREATION COMMISSION FOR A TWO-YEAR TERM BEGINNING FEBRUARY 1, 2009, AND ENDING JANUARY 31, 2011.

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

PUBLIC HEARINGS.**A. PUBLIC HEARING ON THE NECESSITY OF CONTINUING THE METERLESS PARKING SYSTEM IN THE DOWNTOWN AREA OF THE CITY FOR 2008-2009.**

Vice Mayor Frounfelker opened the public hearing. Brian Surgener, 201 S. Mechanic Street, distributed a letter and stated his objections based on Section 15.4 of the City Charter. The Vice Mayor closed the public hearing.

1. RESOLUTION DETERMINING THE NECESSITY OF CONTINUING THE METERLESS PARKING SYSTEM, ORDERING THE CITY ASSESSOR TO PREPARE ASSESSMENT ROLL NOS. 4173 AND 4174, AND ESTABLISHING FEBRUARY 24, 2009, AT THE CITY COUNCIL MEETING AS THE TIME AND PLACE TO HOLD A PUBLIC HEARING CONFIRMING THE METERLESS PARKING SYSTEM ASSESSMENT ROLLS.

Motion was made by Councilmember Greer and seconded by Councilmember Polaczyk to adopt the resolution.

Motion was made by Councilmember Breeding and seconded by Councilmember Howe to amend the motion by adding "*after the 27th of January*" after "*prepare*" in the fifth paragraph beginning Now, Therefore, Be It Resolved. The motion was adopted by the following vote. Yeas: Vice Mayor Frounfelker and Councilmembers Breeding, Howe, Gaiser and Polaczyk—5. Nays: Councilmember Greer--1. Absent: Mayor Ludwig--1.

The main motion, as amended, was voted on and adopted by the following vote. Yeas: Vice Mayor Frounfelker and Councilmembers Breeding, Howe, Greer, Gaiser and Polaczyk—6. Nays: 0. Absent: Mayor Ludwig—1.

B. PUBLIC HEARING TO CONSIDER A REQUEST FROM ORTHOPAEDIC REHAB SPECIALISTS PC, TO REZONE PROPERTY LOCATED AT 206 AND 216 PAGE AVENUE FROM HIGH DENSITY APARTMENT AND OFFICE (R-4) TO COMMUNITY COMMERCIAL (C-2). (CITY PLANNING COMMISSION RECOMMENDS APPROVAL.)

Vice Mayor Frounfelker opened the public hearing. Karen Clow, Orthopaedic Rehab Specialists Marketing Director, thanked the Council for listening to this request and stated they look forward to moving ahead. The Vice Mayor closed the public hearing.

1. CONSIDERATION OF AN ORDINANCE AMENDING CHAPTER 28, SECTION 28.183, CITY CODE, REZONING THE PROPERTY LOCATED AT 206 & 216 PAGE AVE. FROM R-4 TO C-2.

Motion was made by Councilmember Breeding and seconded by Councilmember Greer to deny the request. The motion FAILED adoption by the following vote. Yeas: Councilmember Breeding—1. Nays: Vice Mayor

Frounfelker and Councilmembers Howe, Greer, Gaiser and Polaczyk—5. Absent: Mayor Ludwig—1.

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

C. PUBLIC HEARING TO RECEIVE CITIZEN COMMENTS ON HOUSING AND COMMUNITY DEVELOPMENT NEEDS.

Vice Mayor Frounfelker opened the public hearing. The following applicants for CDBG funding addressed the Council: Ben Keaster and students, Partnership Park After School Program; Allen Hathaway, B.R.I.N.C.S.; Erica Vogel and Bobbi Bryant, Big Brothers Big Sisters; Jennifer Fitch and Delilah Scott, Community Action Agency; Linda Tallman, Family Services and Children's Aid FAST Program; Kathleen Conley, Human Relations Commission – Fair Housing; Karen Jackson, Jackson Affordable Housing Corporation; Carrie Good and Kip Cunningham, John George Home; Major John Mallett, The Salvation Army; Ken Toll and Niki Feller (Lifeways), United Way 211, and Molly Kaser and Dr. Jane Grover, Center for Family Health- Adult Dental Services. The Vice Mayor closed the public hearing.

Motion was made by Councilmember Greer and seconded by Councilmember Breeding to receive the application presented this evening by the Center for Family Health (Adult Dental Services) and place it with the rest of the applications. The motion was adopted by the following vote. Yeas: Vice Mayor Frounfelker and Councilmembers Breeding, Howe, Greer, Gaiser and Polaczyk—6. Nays: 0. Absent: Mayor Ludwig—1.

The Council took a five-minute recess from 9:15 p.m. until 9:20 p.m.

D. PUBLIC HEARING FOR CONSIDERATION OF A BROWNFIELD PLAN FOR 228 W. MICHIGAN AVENUE (HAYES COMMONS DEVELOPMENT, LLC), AS RECOMMENDED BY THE JACKSON BROWNFIELD REDEVELOPMENT AUTHORITY (JBRA).

Vice Mayor Frounfelker opened the public hearing. No one spoke; the Vice Mayor closed the public hearing.

1. RESOLUTION APPROVING THE BROWNFIELD PLAN FOR 228 W. MICHIGAN AVENUE.

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

RESOLUTIONS.

None.

ORDINANCES.

None.

OTHER BUSINESS.

None.

NEW BUSINESS.

- A. CONSIDERATION OF A LEASE BETWEEN THE CITY AND THE ELNORA V. MOORMAN COMMUNITY HELP CENTER FOR ROOM NOS. 3 AND 4 AT 1015 FRANCIS STREET FOR A MONTH-TO-MONTH TENANCY AT THE RENTAL RATE OF \$1.00 PER YEAR, AND AUTHORIZATION FOR THE MAYOR AND CITY CLERK TO EXECUTE THE APPROPRIATE DOCUMENT(S). (PROPER INSURANCE COVERAGE HAS BEEN RECEIVED.)**

Motion was made by Councilmember Breeding and seconded by Councilmember Howe to approve the lease and authorize the Mayor and City Clerk to execute the appropriate document(s). The motion was adopted by the following vote. Yeas: Vice Mayor Frounfelker and Councilmembers Breeding, Howe, Greer, Gaiser and Polaczyk--6. Nays: 0. Absent: Mayor Ludwig--1.

- B. CONSIDERATION OF THE REQUEST TO APPROVE THE SALE OF THE NEW NEIGHBOR HOME PROGRAM PROPERTY, LOCATED AT 826 WELLS STREET, OR TO RENEGOTIATE THE SALE PRICE AND/OR TERMS, SUBJECT TO MINOR MODIFICATIONS AND APPROVAL BY THE CITY ATTORNEY, AND AUTHORIZATION FOR THE MAYOR AND CITY CLERK TO EXECUTE THE APPROPRIATE DOCUMENT(S), IN ACCORDANCE WITH THE RECOMMENDATION OF THE COMMUNITY DEVELOPMENT DIRECTOR.**

Motion was made by Councilmember Greer to approve the purchase as presented. He then withdrew his motion.

Motion was made by Councilmember Greer to approve the sale price of \$45,000.00 and direct staff to bring the proper documentation back to the next City Council meeting. He then withdrew his motion.

Motion was made by Councilmember Greer and seconded by Councilmember Howe to approve the purchase price of \$45,000.00 and authorize the City Attorney to move forward with the correct documentation. The motion was adopted by the following vote. Yeas: Vice Mayor Frounfelker and Councilmembers Breeding, Howe, Greer, Gaiser and Polaczyk—6. Nays: 0. Absent: Mayor Ludwig--1.

- C. APPROVAL OF THE MAYOR'S RECOMMENDATION TO REAPPOINT HIMSELF TO THE ELLA W. SHARP PARK BOARD OF TRUSTEES FOR A THREE-YEAR TERM, BEGINNING FEBRUARY 1, 2009, AND ENDING JANUARY 31, 2012.**

Motion was made by Councilmember Breeding and seconded by Councilmember Howe that the Council select Jerry F. Ludwig as the representative on the Ella W. Sharp Park Board of Trustees. The motion was adopted by the following vote. Yeas: Vice Mayor Frounfelker and Councilmembers Breeding, Howe, Greer, Gaiser and Polaczyk—6. Nays: 0. Absent: Mayor Ludwig—1.

CITY COUNCILMEMBERS' COMMENTS.

Councilmember Polaczyk requested that staff provide the City Council with copies of the City Planning Commission minutes.

Councilmember Greer stated it is important to start preparing and planning now for a goal setting session as part of the budget process. He also noted the need to start working on the revision to taxicab licensing.

Councilmember Gaiser inquired about the strategic plan document and the City Manager responded that would be a part of the next goal setting session.

CITY MANAGER'S COMMENTS.

City Manager Ross distributed pictures of a City police car with the new striping. He noted the need to add the Neighborhood Stabilization Program application to the January 27 special City Council meeting agenda. He reminded citizens to shovel their sidewalks and clear fire hydrants. He will be meeting with Leoni, Summit and Blackman Townships on the fire study. He will also send letters on behalf of the City opposing new ergonomic standards that MIOSHA is attempting to adopt.

Motion was made by Vice Mayor Frounfelker and seconded by Councilmember Greer to add the Neighborhood Stabilization Program application to the January 27 special meeting agenda. The motion was adopted by unanimous voice vote.

EXECUTIVE SESSION.

A. LEGAL OPINION(S).

Motion was made by Councilmember Howe and seconded by Councilmember Greer to go into closed executive session. The motion was adopted by the following vote. Yeas: Vice Mayor Frounfelker and Councilmembers Breeding, Howe, Greer, Gaiser and Polaczyk—6. Nays: 0. Absent: Mayor Ludwig—1.

B. CONSIDERATION OF A PERIODIC PERSONNEL EVALUATION OF THE CITY MANAGER. (CLOSED SESSION IF REQUESTED BY THE CITY MANAGER.)

This matter was deleted and postponed at the time the agenda was adopted.

RETURN TO OPEN SESSION.

Motion was made by Councilmember Howe and seconded by Councilmember Greer to return to open session. The motion was adopted by the following vote. Yeas: Vice Mayor Frounfelker and Councilmembers Breeding, Howe, Greer, Gaiser and Polaczyk—6. Nays: 0. Absent: Mayor Ludwig--1.

- A. CONSIDERATION OF AN EXTENSION OF A CLOSING DATE FOR 228 W. MICHIGAN AVENUE BY HOTEL HAYES DEVELOPMENT, LLC, A THIRD ADDENDUM TO HAYES HOTEL PURCHASE AGREEMENT, AUTHORIZATION FOR THE MAYOR AND CITY CLERK TO EXECUTE THE APPROPRIATE DOCUMENT(S), AND FOR STAFF TO MAKE MINOR MODIFICATIONS IF NEEDED.**

No action taken.

ADJOURNMENT.

No further business being presented, a motion was made by Councilmember Howe and seconded by Councilmember Breeding to adjourn the meeting. The motion was adopted by unanimous voice vote and the meeting adjourned at 10:20 p.m.

Lynn Fessel
City Clerk

**JACKSON CITY COUNCIL
SPECIAL MEETING MINUTES
JANUARY 27, 2009**

CALL TO ORDER.

The Jackson City Council met in special session in the Council Chambers and was called to order at 7:00 p.m. by Mayor Jerry F. Ludwig.

ROLL CALL.

Present: Mayor Jerry F. Ludwig 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: City Manager William Ross, Deputy City Attorney Susan Murphy and City Clerk Lynn Fessel.

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

CONSIDERATION OF THE NEIGHBORHOOD STABILIZATION PROGRAM APPLICATION AND AUTHORIZATION FOR THE MAYOR TO EXECUTE THE APPROPRIATE DOCUMENT(S).

Community Development Director Carol Konieczki presented and highlighted the draft application.

Motion was made by Councilmember Frounfelker and seconded by Councilmember Polaczyk to adopt the application and authorize the Mayor to execute the appropriate document(s). The motion was adopted by the following vote. Yeas: Mayor Ludwig and Councilmembers Breeding, Howe, Greer, Gaiser, Frounfelker and Polaczyk—7. Nays: 0. Absent: 0.

STUDY SESSION ON THE PARKING SYSTEM.

The Council conducted their study session with input and recommendations from City Manager William Ross, City Assessor Jan Markowski, Robert Cole, Chair of the Parking Advisory Committee and Brian Surgener, owner of the Jackson Coffee Company.

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 9:15 p.m.

Lynn Fessel
City Clerk

**JACKSON CITY COUNCIL
SPECIAL MEETING MINUTES
JANUARY 27, 2009**

CALL TO ORDER.

The Jackson City Council met in special session in the Council Chambers and was called to order at 7:00 p.m. by Mayor Jerry F. Ludwig.

ROLL CALL.

Present: Mayor Jerry F. Ludwig 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: City Manager William Ross, Deputy City Attorney Susan Murphy and City Clerk Lynn Fessel.

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

CONSIDERATION OF THE NEIGHBORHOOD STABILIZATION PROGRAM APPLICATION AND AUTHORIZATION FOR THE MAYOR TO EXECUTE THE APPROPRIATE DOCUMENT(S).

Community Development Director Carol Konieczki presented and highlighted the draft application.

Motion was made by Councilmember Frounfelker and seconded by Councilmember Polaczyk to adopt the application and authorize the Mayor to execute the appropriate document(s). The motion was adopted by the following vote. Yeas: Mayor Ludwig and Councilmembers Breeding, Howe, Greer, Gaiser, Frounfelker and Polaczyk—7. Nays: 0. Absent: 0.

STUDY SESSION ON THE PARKING SYSTEM.

The Council conducted their study session with input and recommendations from City Manager William Ross, City Assessor Jan Markowski, Robert Cole, Chair of the Parking Advisory Committee and Brian Surgener, owner of the Jackson Coffee Company.

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 9:15 p.m.

Lynn Fessel
City Clerk

**JACKSON CITY COUNCIL
SPECIAL MEETING MINUTES
FEBRUARY 3, 2009**

CALL TO ORDER.

The Jackson City Council met in special session in the Council Chambers and was called to order at 7:01 p.m. by Mayor Jerry F. Ludwig.

ROLL CALL.

Present: Mayor Jerry F. Ludwig and Councilmembers Carl L. Breeding, Robert B. Howe, Daniel P. Greer, Andrew R. Frounfelker and John R. Polaczyk—6. Absent at roll call: Councilmember Kenneth E. Gaiser--1.

Also present: City Manager William R. Ross, City Attorney Julius A. Giglio and City Clerk Lynn Fessel.

Councilmember Gaiser arrived at 7:02 p.m.

AGENDA.

Motion was made by Councilmember Greer and seconded by Councilmember Breeding to amend the agenda to add potential action following the executive session regarding the City Manager's contract and/or salary issues. The motion was adopted by the following vote. Yeas: Mayor Ludwig and Councilmembers Breeding, Greer, Gaiser, Frounfelker and Polaczyk—6. Nays: Councilmember Howe—1. Absent: 0.

Motion was made by Councilmember Greer and seconded by Councilmember Breeding to reconsider the amendment to the agenda for the purpose of unanimous consent. The motion was adopted by the following vote. Yeas: Mayor Ludwig and Councilmembers Breeding, Greer, Gaiser, Frounfelker and Polaczyk—6. Nays: Councilmember Howe—1. Absent: 0.

The amendment to the agenda was voted on again and adopted by the following vote. Yeas: Mayor Ludwig and Councilmembers Breeding, Howe, Greer, Gaiser, Frounfelker and Polaczyk—7. Nays: 0. Absent: 0.

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

CONSIDERATION OF RESCINDING CITY COUNCIL ACTION OF JANUARY 20, 2009, REGARDING THE SCHEDULING OF THE CITY MANAGER'S PERIODIC PERSONNEL EVALUATION.

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

EXECUTIVE SESSION (IF REQUESTED BY THE CITY MANAGER) FOR CONSIDERATION OF A PERIODIC PERSONNEL EVALUATION OF THE CITY MANAGER.

The City Manager requested his evaluation be conducted in closed executive session.

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

Motion was made by Councilmember Polaczyk and seconded by Councilmember Greer to go into closed executive session. The motion was adopted by the following vote. Yeas: Mayor Ludwig and Councilmembers Howe, Greer, Gaiser, Frounfelker and Polaczyk—6. Nays: Councilmember Breeding—1. Absent: 0.

RETURN TO OPEN SESSION.

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

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 8:35 p.m.

Lynn Fessel
City Clerk

1/28/09

Honorable Mayor and City Council:

It is my duty to report to you on a quarterly basis, the investments of the City of Jackson. This report will cover the second quarter of the fiscal year 2008/2009.

The financial picture has not brightened since the last quarter. The Stock Market still hasn't recovered. We had a Bailout Plan for the lending institutions that doesn't seem to have much of a positive effect on the economy and the Fed dropped the interest rates to the lowest point in history. Our funds are in highly liquid Cd's, Money Funds, Overnight Sweep Accounts and Government bond Accounts. Interest rates are down almost as low as 1982/83 between one and two percent.

My plan last quarter was to split some of the higher amount Cd's and go shorter term to be able to catch some higher rates due to the Fed action, and to split up the cash to different banks, to spread the risk. We were able to do that with a few of the Cd's. We had to cash in and use some of the idle cash to pay some rather high accounts payable days, as you can see by the amounts:

10/01/08	\$ 992,614.99
10/15/08	1,232,694.00
10/29/08	1,020,266.03
11/12/08	923,301.34
11/26/08	2,130,737.51
12/10/08	957,104.85
<u>12/23/08</u>	<u>1,236,572.50</u>
Total	\$8,493,291.31

Thus you can see the lower amount of idle cash as compared to last quarter. The amounts that are in each institution are in the attachments along with the amount of interest earned. The attachments represent each month of the second quarter for the fiscal year.

We also invest the County & School money generated by tax funds. We are able to hold the funds for 10 days after the first and fifteenth, and earn the interest on the fund. Then we distribute it to all of the taxing entities. The amounts invested for the quarter were \$2,810,893.18 and \$1,514.74 in interest. Another fund we have is the City Hall Debt Service fund. According to State Law these funds cannot be co-mingled with other funds and must stay separate. We have a \$320,000 Cd for this fund that we roll over until we make a payment.

It is the policy of the City of Jackson to invest funds in a manner which will provide the highest investment return with the maximum security, while meeting the daily cash flow demands of the City and conforming to all state statutes and local ordinances governing the investment of the funds. Every dollar we have is invested and earning interest daily. All investments are invested in accordance with Michigan Public Act 20 of the Public Acts of 1943, as amended.

Sincerely,
Andrew J. Wrozek, Jr.
City Treasurer

Pooled Cash and Investments

City of Jackson						
Treasurer Office						
Daily Investment Balances						
Pooled Account		Oct-08				
			(Exclude Interest)			
	Beg	Investment	Investment	Rolled Over	End	
	Balance	Buys	Maturities	Interest	Balance	
Investments	25,891,373.31				25,891,373.31	
1		524,786.41	524,786.41	5,510.26	25,896,883.57	
2					25,896,883.57	
3					25,896,883.57	
4					25,896,883.57	
5					25,896,883.57	
6					25,896,883.57	
7					25,896,883.57	
8					25,896,883.57	
9					25,896,883.57	
10					25,896,883.57	
11		616,391.50	1,185,929.79	8,600.72	25,335,946.00	
12					25,335,946.00	
13					25,335,946.00	
14					25,335,946.00	
15					25,335,946.00	
16			1,000,000.00		24,335,946.00	
17					24,335,946.00	
18					24,335,946.00	
19					24,335,946.00	
20					24,335,946.00	
21		1,091,344.28	1,091,344.28	13,098.97	24,349,044.97	
22					24,349,044.97	
23					24,349,044.97	
24					24,349,044.97	
25	MBIA			967.56	24,350,012.53	
26	Smith Barney			10,229.48	24,360,242.01	
27	TCF			4,485.12	24,364,727.13	
28	Citizens MM			2,617.22	24,367,344.35	
29	County National			5,734.16	24,373,078.51	
30	Comerica				24,373,078.51	
31					24,373,078.51	
		2,232,522.19	3,802,060.48	51,243.49		

Pooled Cash and Investments

City of Jackson						
Treasurer Office						
Daily Investment Balances						
Pooled Account		Nov-08				
			(Exclude Interest)			
	Beg	Investment	Investment	Rolled Over	End	
	Balance	Buys	Maturities	Interest	Balance	
Investments	24,373,078.51				24,373,078.51	
1					24,373,078.51	
2					24,373,078.51	
3					24,373,078.51	
4					24,373,078.51	
5		600,000.00			24,973,078.51	
6					24,973,078.51	
7		1,093,960.85	1,093,960.85	13,091.56	24,986,170.07	
8					24,986,170.07	
9					24,986,170.07	
10					24,986,170.07	
11					24,986,170.07	
12					24,986,170.07	
13					24,986,170.07	
14					24,986,170.07	
15					24,986,170.07	
16					24,986,170.07	
17					24,986,170.07	
18			1,195,843.73		23,790,326.34	
19					23,790,326.34	
20					23,790,326.34	
21					23,790,326.34	
22					23,790,326.34	
23					23,790,326.34	
24					23,790,326.34	
25	MBIA			610.20	23,790,936.54	
26	Smith Barney			4,377.98	23,795,314.52	
27	TCF			3,650.73	23,798,965.25	
28	Citizens MM			1,594.73	23,800,559.98	
29	County National			5,134.70	23,805,694.68	
30	Comerica*			1.12	23,805,695.80	
31	*Oct&Nov Int.				23,805,695.80	
		1,693,960.85	2,289,804.58	28,461.02		

Pooled Cash and Investments

City of Jackson						
Treasurer Office						
Daily Investment Balances						
Pooled Account		Dec-08				
			(Exclude Interest)			
	Beg	Investment	Investment	Rolled Over	End	
	Balance	Buys	Maturities	Interest	Balance	
Investments	23,805,695.80				23,805,695.80	
1					23,805,695.80	
2					23,805,695.80	
3					23,805,695.80	
4					23,805,695.80	
5					23,805,695.80	
6					23,805,695.80	
7					23,805,695.80	
8		600,132.56	1,100,132.56	13,671.78	23,319,367.58	
9					23,319,367.58	
10					23,319,367.58	
11					23,319,367.58	
12					23,319,367.58	
13					23,319,367.58	
14					23,319,367.58	
15					23,319,367.58	
16					23,319,367.58	
17		500,000.00	1,177,697.60		22,641,669.98	
18					22,641,669.98	
19					22,641,669.98	
20					22,641,669.98	
21			300,000.00		22,341,669.98	
22					22,341,669.98	
23					22,341,669.98	
24					22,341,669.98	
25					22,341,669.98	
26	TCF			4,080.58	22,345,750.56	
27	MBIA			598.56	22,346,349.12	
28	Smith Barney			2,995.59	22,349,344.71	
29	Citizens MM			1,869.44	22,351,214.15	
30	County National			5,664.69	22,356,878.84	
31	Comerica			0.38	22,356,879.22	



Community Development

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

February 2, 2009

TO: William R. Ross, City Manager
FROM: **Carol L. Konieczki, Community Development Director**
RE: CDBG Financial Summary through December 2008

Attached is a Financial Summary for the CDBG funds through December 2008.

Please place this item for consideration on the February 10, 2009 City Council agenda.

Cc: Michelle Pultz, Project Coordinator

CLK:hls

**City of Jackson
Community Development Block Grant
Monthly Financial Summary
For the Six Months Ended December 31, 2008**

	Budgeted	Expended Prior Year	Actual Month-to-Date	Actual Year-to-Date	Total Funds Expended- to-Date	Balance	Percent Spent
Public Services							
1 American Red Cross							
FY 2007/2008	3,000	2,033	-	804	2,837	163	95%
FY 2008/2009	2,000	-	-	-	-	2,000	0%
2 Big Brothers Big Sisters	2,000	-	-	2,000	2,000	-	100%
3 Center for Family Health	25,000	-	-	-	-	25,000	0%
4 Fair Housing Services (FY 2004/2005)	10,000	-	-	-	-	10,000	0%
5 Family Services & Children's Aid	5,000	-	-	1,394	1,394	3,606	28%
6 Florence Crittendon - Male Transition Program							
FY 2007/2008	4,788	3,961	-	827	4,788	-	100%
FY 2008/2009	2,500	-	-	-	-	2,500	0%
7 Florence Crittendon - Reporting Center for Youth							
FY 2007/2008	5,400	2,119	-	-	2,119	3,281	39%
FY 2008/2009	3,000	-	-	-	-	3,000	0%
8 Human Relations Comm (Cool Cities Youth Council)							
FY 2007/2008	5,000	1,739	-	-	1,739	3,261	35%
FY 2008/2009	1,000	-	-	-	-	1,000	0%
9 Jackson Affordable Housing Programs							
FY 2007/2008	29,200	24,419	-	3,679	28,098	1,102	96%
FY 2008/2009	30,273	-	-	1,522	1,522	28,751	5%
10 Jackson School of the Arts	1,500	-	1,500	1,500	1,500	-	100%
11 Legal Services of SE Michigan (FY 2007/2008)	1,500	128	-	84	212	1,288	14%
12 MLK Summer Program	35,000	-	-	35,000	35,000	-	100%
13 Neighborhood Resource Centers							
FY 2007/2008	15,000	13,326	-	1,674	15,000	-	100%
FY 2008/2009	12,000	-	1,342	5,064	5,064	6,936	42%
14 Northeast School Dental Clinic (FY 2005/2006)	25,000	24,896	-	-	24,896	104	100%
15 Partnership Park-After School Programs	5,000	-	-	-	-	5,000	0%
16 Resident Officer Program-Property Expenses (FY 2004/2005)	3,993	3,317	176	627	3,944	49	99%
17 Salvation Army - Heating Assistance							
FY 2007/2008	68,108	60,000	-	-	60,000	8,108	88%
FY 2008/2009	63,000	-	-	-	-	63,000	0%
18 United Way - 211 Services	10,000	-	-	2,500	2,500	7,500	25%
19 Administration & Planning							
FY 2007/2008	344,100	200,627	17,111	111,580	312,207	31,893	91%
FY 2008/2009	248,600	-	-	-	-	248,600	0%
Other Projects							
20 City Code Enforcement Division							
FY 2007/2008	532,545	416,531	-	116,014	532,545	-	100%
FY 2008/2009	500,000	-	37,243	110,734	110,734	389,266	22%
21 City Housing Rehabilitation Projects:							
Owner Occupied Housing Rehabilitation							
FY 2005/2006	292,000	209,612	-	82,388	292,000	-	100%
FY 2006/2007	59,000	-	4,987	48,256	48,256	10,744	82%
FY 2007/2008	309,035	-	-	-	-	309,035	0%
FY 2008/2009	58,980	-	-	-	-	58,980	0%
City Emergency Hazard Repair Program							
FY 2007/2008	50,000	11,446	-	38,554	50,000	-	100%
FY 2008/2009	175,000	-	3,890	44,611	44,611	130,389	25%
New Neighbor Program (FY 2005/2006)	80,000	58,755	-	5,327	64,082	15,918	80%
World Changers							
FY 2007/2008	45,000	32,829	-	3,151	35,980	9,020	80%
FY 2008/2009	38,250	-	-	-	-	38,250	0%
Spring Cleanup	5,000	4,428	-	-	4,428	572	89%
City Rehab Administration (Denied Loans)							
FY 2007/2008	1,000	331	-	669	1,000	-	100%
FY 2008/2009	3,000	-	47	549	549	2,451	18%
22 Downtown Development Authority - Façade Loans							
FY 2006/2007	60,000	38,000	-	22,000	60,000	-	100%
FY 2007/2008	15,000	-	-	12,820	12,820	2,180	85%
FY 2008/2009	18,000	-	-	-	-	18,000	0%
23 John George Home - building repairs	50,000	-	-	-	-	50,000	0%
24 Grace Haven - shelter repairs	18,000	-	-	-	-	18,000	0%
25 Michigan Theater - plumbing repairs	4,000	-	4,000	4,000	4,000	-	100%
26 Jackson Friendly Home - elevator	30,000	-	-	-	-	30,000	0%
27 Street Construction - Milwaukee (FY 2006/2007)	98,000	78,152	-	-	78,152	19,848	80%
28 Street Construction - High to Morrell (FY 2006/2007)	398,000	322,720	-	-	322,720	75,280	81%
29 Street Construction - Elm (FY 2006/2007)	99,400	60,953	-	-	60,953	38,447	61%
30 Rotary Park Improvements	35,000	-	-	-	-	35,000	0%
31 Public Works - curb ramps	40,000	-	-	-	-	40,000	0%
32 Tree Removal/Replacement	25,000	-	-	-	-	25,000	0%
33 Enterprise Group - Operations (FY 2006/2007)	7,500	-	-	-	-	7,500	0%
34 Job Creation Loans (FY 2006/2007)							
FY 2006/2007	30,000	-	-	-	-	30,000	0%
FY 2008/2009	34,000	-	-	-	-	34,000	0%
35 Enterprise Group-Incubator Bldg Imp (FY 2006/2007)	18,000	6,926	-	-	6,926	11,074	38%

**City of Jackson
Community Development Block Grant
Monthly Financial Summary
For the Six Months Ended December 31, 2008**

	Budgeted	Expended Prior Year	Actual Month-to-Date	Actual Year-to-Date	Total Funds Expended- to-Date	Balance	Percent Spent
36 Riverwalk Project (FY 2005/2006)	70,000	27,480	-	-	27,480	42,520	39%
37 Acquisition/Demolition - CAA (FY 2005/2006)	259,103	235,603	-	-	235,603	23,500	91%
38 Demolitions - Building Inspection (FY 2005/2006)							
FY 2005/2006	40,846	20,795	8,800	8,800	29,595	11,251	72%
FY 2007/2008	48,046	-	-	-	-	48,046	0%

NOTE: All funds are FY 2008/2009 allocations unless otherwise indicated



City Planning Commission

Staffed by the Region 2 Planning Commission (R2PC)

120 W. Michigan Avenue • Jackson, MI 49201

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

To: Honorable Mayor and City Council

From: Grant E. Bauman, AICP
R2PC Principal Planner

Date: February 5, 2009

Subject: **Application for a Text Amendment – City Planning Commission**

The City Planning Commission passed a resolution at its February 4, 2009 meeting recommending disapproval of the proposed rezoning of a portion of 103 N. Horton Street and 2301-2309 E. Ganson Street from I-2 (General Industrial) to I-1 (Light Industrial). Approval of the rezoning would place the existing building in two separate zoning districts, creating a legal nonconformity. A public hearing on the request before City Council is scheduled for February 24, 2009.

The reason for the rezoning is to allow for a used car lot to be established along Michigan Avenue. Accordingly, an alternative to the request is to amend the zoning ordinance to allow 'automobile, truck and trailer display and sales' as a permitted use in the I-1 District (which will also make it a permitted use in the I-2 District). The proposed text amendment is included on page two of this memo.

Please refer the proposed text amendment back to the City Planning Commission at your February 10th meeting.

Thank you



City Clerk

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

January 30, 2009

TO: William R. Ross, City Manager
FROM: Angela Arnold, Deputy City Clerk *Angela Arnold*
RE: Establishment of February 24, 2009 For a Public Hearing on the Following Special Assessment Rolls for Street Construction

Roll No. 3350 – Street Construction: Center Street from Ganson Street to North Street
Roll No. 3351 – Street Construction: First Street from Greenwood to Morrell Street

The above public improvements have been completed and the City Assessor has prepared the Assessment Rolls. If action is taken to establish the public hearings, notification letters will be sent to the property owners included on the rolls and a notice will be placed in the Jackson Citizen Patriot.

Please place these requests to establish February 24th public hearings on the February 10th City Council agenda.

Thank you.

C: Jon Dowling
Julius Giglio
Jan Markowski

/aa



City Clerk

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

February 3, 2009

TO: William R. Ross, City Manager
FROM: Angela Arnold, Deputy City Clerk *Angela*
RE: Establishment of February 24, 2009 For a Public Hearing on the Following Special Assessment Rolls for Street Construction

Roll No. 3352 – Street Construction: High Street from Losey Street to Market Street
Roll No. 3353 – Street Construction: High Street from Market Street to Old Easterly City Limit
Roll No. 3354 – Street Construction: High Street from Old Easterly City Limit to Executive Dr.

The above public improvements have been completed and the City Assessor has prepared the Assessment Rolls. If action is taken to establish the public hearings, notification letters will be sent to the property owners included on the rolls and a notice will be placed in the Jackson Citizen Patriot.

Please place these requests to establish February 24th public hearings on the February 10th City Council agenda.

Thank you.

C: Jon Dowling
Julius Giglio
Jan Markowski

/aa

RESOLUTION

BY THE BOARD OF REVIEW:

WHEREAS, Section 211.30(5) of the Michigan Compiled Laws provides: The governing body of the township or city may authorize, by adoption of an ordinance or resolution, a resident taxpayer to file his or her protest before the board of review by letter without a personal appearance by the taxpayer or his or her agent. If that ordinance or resolution is adopted, the township or city shall include a statement notifying taxpayers of this option in each assessment notice under section 24c and on each notice or publication of the meeting of the Board of Review; and

WHEREAS, the City Assessor wishes to make the assessment appeal process more convenient for the residents of our City;

NOW, THEREFORE, BE IT RESOLVED, that all property owners and/or their authorized representatives and/or parties liable for real property or personal property taxes in the City of Jackson may protest or appeal their assessed values, state equalized values and taxable values to the March Board of Review by mail.

BE IT FURTHER RESOLVED, that the Assessor shall determine the deadline for receiving these appeals.

* * * * *

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, do hereby certify that the foregoing is a true and complete copy of a resolution adopted by the Jackson City Council sitting as a Board of Review on the 10th day of February, 2009.

IN WITNESS WHEREOF, I have hereto affixed my signature and the Seal of the City of Jackson, Michigan, this 11th day of February, 2009.

JERRY F. LUDWIG, MAYOR

Lynn Fessel, City Clerk



Police Department

216 E. Washington Avenue - Jackson, MI 49201
Telephone: (517) 788-4100 — Facsimile: (517) 788-4129

January 29, 2009

MEMORANDUM

TO: William R. Ross
City Manager

FROM: Matthew R. Heins
Chief of Police

SUBJECT: Justice Training Grant

Our department has been awarded a grant from the State of Michigan, through the Michigan Commission on Law Enforcement Standards (MCOLES).

The grant award of \$39,805 will be used to conduct Emergency Vehicle Operation training for Southern Michigan Criminal Justice Training Consortium (SMCJTC) members, which includes the Jackson Police Department. A twenty-five percent in-kind match is required and that match will be absorbed by the Consortium. The Jackson Police Department is the fiscal agent for the Consortium.

The Police Department is now requesting the City Council adopt the attached resolution amending the 2008/2009 budget. Please place this as an agenda item for the February 10, 2009 City Council meeting. I or a representative will be present to answer any questions.

MRH/AP/ap/c:MCOLES Grant mmo

Resolution

Whereas, the City has been awarded a Justice Training Grant from the State of Michigan, Michigan Commission on Law Enforcement Standards (MCOLES);

Whereas, the purpose of the grant is to ensure law enforcement personnel possess the necessary skills to reduce risks associated with emergency vehicle operation;

Whereas, this grant requires the activity relating to this project be kept in a separate account to facilitate reporting and compliance under the terms of the grant;

NOW, THEREFORE, BE IT RESOLVED, that the 2008/2009 Budget be amended as follows:

General Fund

		<u>Increase</u>
REVENUES:		
101.315.209.539	MCOLES - State Justice Training Grant	39,805
		<hr/> <hr/>
EXPENDITURES:		
101.315.209.706	Salaries	5,479
101.315.209.715	FICA	79
101.315.209.724.001	Workers' Compensation	82
101.315.209.744	Uniforms	444
101.315.209.751	Gasoline	5,292
101.315.209.756	Miscellaneous Supplies	745
101.315.209.818	Contractual Services	12,000
101.315.209.873	Travel	609
101.315.209.914	Insurance	75
101.315.209.939	Vehicle Maintenance	15,000
		<hr/> <hr/>
		39,805

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

I, Lynn Fessel, Clerk in and for the City of Jackson, County and State aforesaid, do hereby certify that foregoing is a true and complete copy of a Resolution adopted by the Jackson City Council on February 10, 2009.

IN WITNESS WHEREOF, I have hereunto affixed my signature and
the seal of the City of Jackson, on the 13th day of February 11, 2009.

City Clerk



City Clerk

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

February 2, 2009

TO: William R. Ross, City Manager
FROM: Angela Arnold, Deputy City Clerk *Angela*
RE: Consideration of a Resolution for Charitable Gaming License

Attached is a resolution submitted by Dove Health Alliance, Inc., located at 602 W. Michigan Ave. They desire to apply for a charitable gaming license through the Charitable Gaming Division of the State of Michigan. In order to do so, the State requires the local body of government to adopt a resolution, recognizing Dove Health Alliance, Inc. as a non-profit organization operating in the community.

Please place the resolution on the City Council's February 10th agenda for consideration.

Thank you.

Attachments



Dove Health Alliance, Inc.

602 W. Michigan, Jackson, MI 49201

Tel: (517) 783-5334 Fax: (517) 783-6064

January 30, 2009

OFFICERS:

Dian Breining, Ph.D.

Board President
Executive Director

Rev. Phillips Down, D.Div., BCPC
Vice President/Chairman

Mark Brusseau

Secretary

Jon Throne

Treasurer

Devereaux, Ross

Director

Joe Lowden

Director

Jeffery McGraw

Director

Joy Rampy

Director

City Clerks Office
161 West Michigan Avenue
Jackson, Michigan 49201

Attention: Angela Arnold

RE: Local Governing Body Resolution
For Charitable Gaming Licenses

Dear Ms. Arnold:

Dove Health Alliance has been a 501c3 non-profit corporation operating in Jackson, Michigan, for twenty (20) years. We are a multi-faceted non-profit agency in that we are an outpatient mental health facility and also operate as a free clinic seeing mental health clients and also serving as a dental access program for the uninsured and low income population. In addition, we also do health fairs to educate the public on wellness.

We would appreciate your recognition of our organization as required by the state in order for our company to participate in charitable gaming. Programs that help us to raise money is a necessity and the backbone of our funding in order for us to continue giving the above services to the many in need.

Thank you for your time and kind consideration.

Very truly yours,

Dian Breining
President/Executive Director

pr
enc

INTERNAL REVENUE SERVICE
P. O. BOX 2508
CINCINNATI, OH 45201

DEPARTMENT OF THE TREASURY

Date: **JAN 15 2002**

Employer Identification Number:
38-2933398

DLN:

17053261046021

Contact Person:

LYNN A BRINKLEY

ID# 31435

Contact Telephone Number:

(877) 829-5500

DOVE HEALTH ALLIANCE, INC.
209 E WASHINGTON
JACKSON, MI 49201

Addendum Applies:

No

Dear Applicant:

We have considered your application for a group exemption letter recognizing your subordinates as exempt from federal income tax under section 501(a) of the Internal Revenue Code as organizations of the type described in section 501(c)(3).

Our records show that you were recognized as exempt from federal income tax under section 501(c)(3) of the Code. Your exemption letter remains in effect.

Based on information you supplied, we recognize your subordinates whose names appear on the list you submitted as exempt from federal income tax under section 501(c)(3) of the Code.

Additionally, we have classified the organizations that you operate, supervise, or control, and that are covered by your notification to us, as organizations that are not private foundations because they are organizations of the type described in section 509(a)(2) of the Code.

Donors may deduct contributions to your subordinates as provided in section 170 of the Code. Bequests, legacies, devises, transfers, or gifts to your subordinates or for their use are deductible for federal estate and gift tax purposes if they meet the applicable provisions of section 2055, 2106, and 2522 of the Code.

Your subordinates whose gross receipts each year are normally more than \$25,000 are each required to file Form 990, Return of Organization Exempt From Income Tax, by the 15th day of the fifth month after the end of their annual accounting period. If you prefer, you may file a group return for those subordinates that authorize you in writing to include them in that return. If you are required to file Form 990 for your own activities, you must file a separate return and may not be included on any group return that you file for your subordinates. The law imposes a penalty of \$20 a day when a return is filed late, unless there is reasonable cause for the delay. However, the maximum penalty imposed cannot exceed \$10,000 or 5 percent of your gross receipts for the year, whichever is less. For organizations with gross receipts exceeding \$1,000,000 in any year, the penalty is \$100 per day per return, unless there is reasonable

Letter 2419 (DO/CG)



Charitable Gaming Division
Box 30023, Lansing, MI 48909
OVERNIGHT DELIVERY:
101 E. Hillsdale, Lansing MI 48933
(517) 335-5780
www.michigan.gov/cg

LOCAL GOVERNING BODY RESOLUTION FOR CHARITABLE GAMING LICENSES (Required by MCL 432.103(9))

At a _____ meeting of the _____
REGULAR OR SPECIAL TOWNSHIP, CITY, OR VILLAGE COUNCIL/BOARD

called to order by _____ on _____
DATE

at _____ a.m./p.m. the following resolution was offered:
TIME

Moved by _____ and supported by _____

that the request from _____ of _____,
NAME OF ORGANIZATION CITY

county of _____, asking that they be recognized as a
COUNTY NAME

nonprofit organization operating in the community for the purpose of obtaining charitable

gaming licenses, be considered for _____.
APPROVAL/DISAPPROVAL

APPROVAL

DISAPPROVAL

Yeas: _____

Yeas: _____

Nays: _____

Nays: _____

Absent: _____

Absent: _____

I hereby certify that the foregoing is a true and complete copy of a resolution offered and
adopted by the _____ at a _____
TOWNSHIP, CITY, OR VILLAGE COUNCIL/BOARD REGULAR OR SPECIAL
meeting held on _____.
DATE

SIGNED: _____
TOWNSHIP, CITY, OR VILLAGE CLERK

PRINTED NAME AND TITLE

ADDRESS

COMPLETION: Required.
PENALTY: Possible denial of application.

BSL-CG-1153(R10/06)



City Clerk

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

February 3, 2009

TO: William R. Ross, City Manager
FROM: Angela Arnold, Deputy City Clerk *Angela*
RE: Consideration of a Resolution for Charitable Gaming License

Attached is a resolution submitted by The Reading Writing Connection, located at 202 N. West Avenue. They desire to apply for a charitable gaming license through the Charitable Gaming Division of the State of Michigan. In order to do so, the State requires the local body of government to adopt a resolution, recognizing The Reading Writing Connection as a non-profit organization operating in the community.

Please place the resolution on the City Council's February 10th agenda for consideration.

Thank you.

Attachments



Charitable Gaming Division
 Box 30023, Lansing, MI 48909
 OVERNIGHT DELIVERY:
 101 E. Hillsdale, Lansing MI 48933
 (517) 335-5780
 www.michigan.gov/cg

LOCAL GOVERNING BODY RESOLUTION FOR CHARITABLE GAMING LICENSES

(Required by MCL 432.103(9))

At a _____ meeting of the _____
REGULAR OR SPECIAL TOWNSHIP, CITY, OR VILLAGE COUNCIL/BOARD

called to order by _____ on _____
DATE

at _____ a.m./p.m. the following resolution was offered:
TIME

Moved by _____ and supported by _____

that the request from _____ of _____,
NAME OF ORGANIZATION CITY

county of _____, asking that they be recognized as a
COUNTY NAME

nonprofit organization operating in the community for the purpose of obtaining charitable

gaming licenses, be considered for _____.
APPROVAL/DISAPPROVAL

APPROVAL

DISAPPROVAL

Yeas: _____

Yeas: _____

Nays: _____

Nays: _____

Absent: _____

Absent: _____

I hereby certify that the foregoing is a true and complete copy of a resolution offered and

adopted by the _____ at a _____
TOWNSHIP, CITY, OR VILLAGE COUNCIL/BOARD REGULAR OR SPECIAL

meeting held on _____.
DATE

SIGNED: _____
TOWNSHIP, CITY, OR VILLAGE CLERK

PRINTED NAME AND TITLE

ADDRESS

COMPLETION: Required.
 PENALTY: Possible denial of application.
 BSL-CG-1153(R10/6)



The

Reading Writing Connection

Dyslexia Intervention

202 N. West Avenue
Jackson, MI 49201
Phone: 517-787-8620
Fax: 517-787-8645

Nancy L. Naylor: Executive Director
Bette Watkins: Assistant Director

About The Reading Writing Connection and Dyslexia

The Reading Writing Connection (RWC) is a non-profit educational organization established to serve dyslexic children and adults in the Jackson, Michigan area. The RWC's main focus is providing its clientele (persons with dyslexia and other reading difficulties) with personalized and specialized language instruction. The RWC also trains instructors and classroom teachers to teach students to become successful, independent learners.

The approach that has proven itself effective over time to remediate the dyslexic student is known as Orton-Gillingham. This approach is a structured, sequential, multisensory program that involves all pathways to the brain. This ensures orderly storage of information which brings about efficient retention and retrieval. Students, dyslexics and others with reading difficulties, can learn to read with individualized help if information is presented to them in a manner which best fits their learning style. Orton-Gillingham not only promotes reading competency but also increases spelling ability.

The number of individuals with dyslexia is estimated to be up to twenty percent of the population. Too many students are struggling to learn to read through traditional classroom methods. This is why teacher training for recognition and prevention of reading failure is paramount and is a focus of the work of the RWC. Recognition and remediation will not only help deter reading problems but are expected to lessen or eliminate the psychological ramifications that accompany not being able to read.

The number one enemy of combating dyslexia is lack of awareness about the condition. It is one of the most prevalent learning disabilities in our country. In most areas of the country it is difficult to find adequate educational resources for persons struggling with dyslexia. The National Institute of Health estimates that fewer than ten percent of public school teachers are trained to effectively teach dyslexic students. Parents must deal with the frustration of not knowing why their child is struggling in school and most parents do not know where to turn for help.

The Reading Writing Connection is currently working with forty-seven students. The majority are between six and sixteen years of age. When we opened our office, one-third of our student caseload received scholarship assistance. After nine months in operation as The Reading Writing Connection, forty percent of our clients qualify for assistance, and additional requests are coming in. All lessons, scholarship and non-scholarship, are \$41.00 per lesson. Sixty percent of the families receiving scholarship are single-parent families or those in a divorce situation. In recent months with the

economy plummeting, some of our steady-paying clients have inquired about reduced fees due to job cutbacks and losses. We try very hard to make our service available to all who need it. These are tough times for our families. Dyslexia knows no economic boundaries.

Instructing dyslexic learners is not an overnight fix. Because this condition can range from mild to severe, the length of remediation varies from student to student. A child with a mild case may need a two-year program, while a student with a more severe case will require four or five years of "training." Such training generally requires two one-hour training sessions per week for several years. Individualized training is expensive and often beyond the means of families with reasonably good income.

Although The Reading Writing Connection is a new business, Nancy Naylor, the Executive Director, has devoted the past twenty-five years of her teaching career to the dyslexic learner. Nancy is a Fellow of the Academy of Orton-Gillingham Practitioners and Educators. The Academy is a credentialing body incorporated under New York State Law, created to uphold the educational standards of the O-G practitioners. A Fellow has at least ten years of experience teaching dyslexic students, has attended numerous conferences and other continuing-education seminars, and has the qualifications to train teachers. The Assistant Director of RWC, Bette Watkins, is a member of the Academy at the Certified level. She is a qualified trainer of O-G instructors and can assist in the training of classroom teachers. During the summer of 2007, Nancy and Bette trained fourteen Spring Arbor University Learning Disability teachers and three Professors in the Orton-Gillingham approach. In 2008, eleven Regular Education teachers, one Spring Arbor University Professor, and one parent were trained during our twelve-day course.

In today's world reading is the key to an individual's success. The emotional toll taken on an individual who has not learned to read can be devastating. Positive reinforcement is built into our lessons to ensure that the student receives affirmation as s/he works to manage our complicated English language. Although our students struggle with the printed word, may have speech difficulties and letter formation problems, they do commonly excel in other areas. We work with artists, athletes, machinists, police officers who excel in people skills, budding actors and dancers. These individuals are fine, intelligent students who deserve the right to read and be successful academically and in life.

THE READING WRITING CONNECTION

DYSLEXIA

Dyslexia is a word that comes from the Greek language. Dys- means trouble and lex means words. Dyslexia literally means trouble with words.

Dyslexia originates from the field of medicine and refers to a neurological condition which is often hereditary and interferes with a person's ability to process language.

COMMON INDICATORS OF DYSLEXIA

Most often dyslexic individuals have creative minds and may excel in art, athletics, drama, music, math, mechanical skills, problem solving skills, hands-on activities, and people-to-people skills.

DYSLEXICS ARE ALSO KNOWN TO HAVE:

- Average to above average intelligence.
- A delay in speaking: baby talk or later sounding out words.
- Problems with reading, spelling, and/or comprehension.
- Problems storing information to long term memory
- Problems with memory when recalling words in writing and in oral expression. (Retrieval)
- Errors in reading, writing, spelling, e.g. omissions, additions, substitutions, reversals.
- Problems with organizing, sequencing and retrieving information.

THESE CHARACTERISTICS MAY ALSO BE PRESENT

- Left handedness or ambidexterity
- Family history of dyslexia
- Allergies
- Attention Deficit Disorder

The Reading Writing Connection
202 N. West Ave.
Jackson, MI 49201
(517) 787-8620

Board of Directors

Theodore Ahlers
1812 Hendershott
Parma, MI 49269

Victoria (Bunny) Flack
4998 Country Manor
Jackson, MI 49201

Katelyn Flack
426 Hannah
Albion, MI 49224

Julius Hoffman
3429 Hathaway Lane
Jackson, MI 49201

Nancy Naylor
729 Woodfield
Jackson, MI 49203

Holly Rose
718 W. Washington
Jackson, MI 49201

Edna Strait
8857 Folks Road
Hanover, MI 49240

Bette Watkins
2754 Parkside Blvd.
Jackson, MI 49203

INTERNAL REVENUE SERVICE
P. O. BOX 2508
CINCINNATI, OH 45201

DEPARTMENT OF THE TREASURY

AUG 19 2008
Date:

THE READING WRITING CONNECTION
C/O NANCY L NAYLOR
729 WOODFIELD
JACKSON, MI 49201

Employer Identification Number:
77-0714028
DLN:
17053171322018
Contact Person:
MICHAEL CONDON ID# 31170
Contact Telephone Number:
(877) 829-5500
Accounting Period Ending:
December 31
Public Charity Status:
170 (b) (1) (A) (vi)
Form 990 Required:
Yes
Effective Date of Exemption:
February 26, 2008
Contribution Deductibility:
Yes
Advance Ruling Ending Date:
December 31, 2012
Addendum Applies:
No

Dear Applicant:

We are pleased to inform you that upon review of your application for tax exempt status we have determined that you are exempt from Federal income tax under section 501(c)(3) of the Internal Revenue Code. Contributions to you are deductible under section 170 of the Code. You are also qualified to receive tax deductible bequests, devises, transfers or gifts under section 2055, 2106 or 2522 of the Code. Because this letter could help resolve any questions regarding your exempt status, you should keep it in your permanent records.

Organizations exempt under section 501(c)(3) of the Code are further classified as either public charities or private foundations. During your advance ruling period, you will be treated as a public charity. Your advance ruling period begins with the effective date of your exemption and ends with advance ruling ending date shown in the heading of the letter.

Shortly before the end of your advance ruling period, we will send you Form 8734, Support Schedule for Advance Ruling Period. You will have 90 days after the end of your advance ruling period to return the completed form. We will then notify you, in writing, about your public charity status.

Please see enclosed Publication 4221-PC, Compliance Guide for 501(c)(3) Public Charities, for some helpful information about your responsibilities as an exempt organization.

Letter 1045 (DO/CG)

THE READING WRITING CONNECTION

We have sent a copy of this letter to your representative as indicated in your power of attorney.

Sincerely,

A handwritten signature in black ink that reads "Robert Choi". The signature is written in a cursive style with a large, sweeping initial "R".

Robert Choi
Director, Exempt Organizations
Rulings and Agreements

Enclosures: Publication 4221-PC
Statute Extension

MEMORANDUM

City Clerk's Office



January 30, 2009

TO: Honorable Mayor and City Councilmembers

FROM: Lynn Fessel, City Clerk

SUBJECT: Final Adoption of Ordinance No. 2009.2

Attached is Ordinance No. 2009.2, which is on the February 10 agenda for final adoption. Council approved this Ordinance rezoning 206 and 216 Page Avenue from R-4 to C-2 on January 20.

C: City Manager

ORDINANCE NO. 2009.2

AN ORDINANCE TO AMEND SECTION 28.183, OF
CHAPTER 28, OF THE CODE OF THE CITY OF JACKSON

THE PEOPLE OF THE CITY OF JACKSON ORDAIN:

Section 1.

That Section 28.183 of Chapter 28 of the Code of the City be, and the same hereby is, amended by changing the map of the use districts required by said Section and said Chapter, and incorporated therein by reference as follows:

Change parcel located at 206 & 216 Page Ave. from R-4 (high-density apartment and office) to C-2 (community commercial).

Section 2.

This ordinance shall take effect thirty (30) days from date of adoption.

Adopted:



Jackson County

ADMINISTRATOR/CONTROLLER

Randall W. Treacher, Administrator/Controller
Adam J. Brown, Deputy Administrator

February 2, 2009

Mr. Bill Ross, Manager
City of Jackson

Dear Mr. Ross,

At their January 20, 2009 regular meeting, the Board of Commissioners passed a motion authorizing an expenditure of up to \$20,000 to be split between the City and County to update the December 2000 *"City of Jackson Police Department, Jackson County Sheriff's Department Law Enforcement Space Needs Study"*. I don't believe that I need to go into detail of the purpose of this update since you, the Mayor, and Councilman Howe were members of the Committee that reached the decision to update the report.

We need to decide whether to include the City Fire Administration in our deliberations. Please express to the City Council our willingness to move forward with the study. I look forward to hearing from you regarding this issue.

Sincerely,

Randall W. Treacher

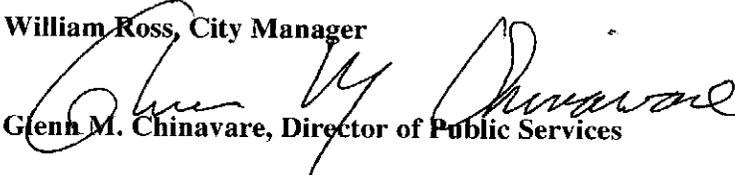
Randall W. Treacher
Administrator/Controller
Jackson County



**Department of Public Services
Water Department**

515 Water Street - Jackson, MI 49203
Telephone: (517) 788-4090 — Facsimile: (517) 788-4691

February 3, 2009

TO: William Ross, City Manager
FROM:  Glenn M. Chinavare, Director of Public Services
RE: Bid Award – Well Parts for Well # 7 & Ella Sharp Park #1

The Water Department requests approval to purchase well parts for well #7 located at the Water Treatment Plant and Ella Sharp Park #1. These parts will be used for standard maintenance and replacement. The Purchasing Agent received four (4) bid for these parts. These are as follows:

Peerless-Midwest	\$28,890.00	(did not include pipe column couplings, per spec)
Frazier Well Services	\$32,267.00	
Layne-Northern	\$33,929.49	
Ed Birkmeier Well Drilling, Ltd.	\$43,564.00	

I hereby request to purchase these well parts from Frazier Well Services at the lowest responsive bid price of \$32,267.00.

Funds for this purchase are available in the Fiscal Year 2008/2009 Water Department. In conjunction with the Purchasing Agent, request City Council approval to purchase well repair parts from Frazier Well Services of Muskego, WI.

Cc: Margaret Cunningham, Purchasing Agent
Lucinda Schultz, Accounting Manager



Community Development

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

February 4, 2009

TO: William R. Ross, City Manager

FROM: Carol L. Konieczki, Community Development Director

RE: Preliminary Allocation of Community Development Block Grant (CDBG) and HOME Investment Partnerships Program Funds for Fiscal Year 2009-2010

On November 18, 2008, City Council adopted a Timetable for the 2009-2010 CDBG and HOME programs. The Timetable included the February 10, 2009 City Council meeting for Council to make its preliminary allocation decisions for CDBG and HOME Program funds for fiscal year 2009-2010. An alternate date of February 24, 2009 was also instituted should Council want to table the preliminary allocations until then; however, in order to meet the balance of deadlines to receive the grant funds on time, preliminary allocations must be made by February 24. Staff anticipates receiving \$1,421,957 in CDBG grant funds plus program income, and \$322,957 in HOME grant funds for use in fiscal year 2009-2010. As always, these amounts are subject to change once HUD announces its formula allocations, which were released last year in early March.

Attached is a matrix of each eligible application received (including the late submission by Center for Family Health which City Council voted to receive at its January 20, 2009 meeting), the amount each agency is requesting, and the funding recommendations made by the Citizens Advisory Council (CAC) and City Administrative Staff. The CAC held public meetings on January 8 and 13, 2009 allowing applicants to make oral presentations of their proposed projects. The CAC then met again on January 15, 2009 to formulate their recommendations to City Council. A written summary of the actions taken on January 15 is attached for your information and review. City Administrative Staff met on February 2 and 3, 2009; their written summary of funding recommendations is also attached.

Fiscal year 2009-2010 marks the fifth and final year of the City's most recent Consolidated Plan approved by HUD in 2005. To give Council a snapshot of funding allocations it made during the first four years, a Historical Overview of 2005-2008 CDBG/HOME Allocations is attached. The information presented relates only to this year's applicants for the same program types and only for the amounts originally allocated by City Council. Some agencies received funding in previous years, but for different programs; other agencies received additional funding through budget amendments made periodically throughout the year.

Please keep in mind if Council makes a substantial change (10% or more of entitlement grant amount) during the final allocation process on April 21, 2009, all steps taken so far will have to be repeated, including public hearings and the 30-day comment period for the Annual Action Plan (currently scheduled to take place between March 20 and April 21, 2009). This would create a significant delay in submitting the Annual Action Plan to HUD and for the City to receive its funding.

Requested action is for City Council to make preliminary funding allocations for the anticipated CDBG and HOME grants. Please place this item on the February 10, 2009 City Council agenda for consideration.

cc: Heather L. Soat, Financial Analyst
Michelle L. Pultz, CD Project Coordinator

2009-2010 Community Development Block Grant Funding Proposal Recommendations

Applicants	Funding Request	Citizens Advisory Council	City Admin.	Prelim. Allocation 2/10/09 City Council	Final Allocation 4/21/09 City Council
Public Services					
1 American Red Cross	\$5,000	\$5,000	\$0		
2 Big Brothers Big Sisters of Jackson County	12,000	6,000	0		
3 Center for Family Health (added by City Council vote to receive late application on 1/20/09)	25,000	17,147	0		
4 Community Action Agency	60,000	5,000	0		
5 Community Development (Neighborhood Resource Center)	15,000	15,000	0		
6 Family Service & Children's Aid	47,580	25,000	0		
7 Helping All People Excel (HAPE)	3,845	0	0		
8 Human Relations Commission	11,800	5,000	0		
9 Jackson Affordable Housing (Foreclosure Prevention)	28,000	15,000	0		
10 Jackson Affordable Housing (Homeownership Program)	9,200	3,000	0		
11 Jackson School of the Arts	5,000	0	0		
12 Legal Services of South Central Michigan	25,000	15,000	0		
13 Parks & Recreation (King Center Summer Youth Program)	40,000	40,000	40,000		
14 Partnership Park Downtown Neighborhood Assoc.	15,000	15,000	0		
15 The Salvation Army	75,000	30,000	0		
16 United Way of Jackson County	20,000	17,147	0		
Public Services Subtotal	\$397,425	\$213,294	\$40,000	\$0	\$0
Public Services canNOT exceed \$213,294 (est)					
<i>**Note: We expect to receive \$1,321,957 in CDBG and \$322,957 in HOME funds; with program income added to these figures, we will have approximately 1,421,957 available in CDBG funds. The amount for Public Services cannot exceed \$213,294.</i>					
Administration and Planning					
17 Community Development	\$216,425	\$216,425	\$216,425		
Administration and Planning Subtotal	\$216,425	\$216,425	\$216,425	\$0	\$0

Applicants	Funding Request	Citizens Advisory Council	City Admin.	Prelim. Allocation 2/10/09 City Council	Final Allocation 4/21/09 City Council
Other Projects					
18 BRINCS	\$77,485	\$0	\$0		
19 Community Development (Code Enforcement)	538,000	500,000	500,000		
20 Community Development (Residential Rehabilitation)	401,000	401,000	200,000		
21 Department of Engineering (Monroe Street Sidewalk)	70,000	0	30,532		
22 Department of Engineering (Street Paving/Reconstruction)	744,000	53,577	415,000		
23 Department of Public Services	100,000	53,577	20,000		
24 John George Home	50,000	50,000	0		
25 Parks & Recreation (Forestry)	25,000	12,000	0		
Other Projects Subtotal	\$2,005,485	\$1,070,154	\$1,165,532	\$0	\$0
Total Requested / Recommended	\$2,619,335	\$1,499,873	\$1,421,957	\$0	\$0
Total Funding Available	\$1,421,957	\$1,421,957	\$1,421,957		
	(estimate)	(estimate)	(estimate)		

2009-2010 HOME Allocation Table

Applicants	Funding Request	City Administration Recommendation	City Council Recommendation 2/10/09	Final City Council Recommendation 4/21/09
Rehabilitation Assistance (RAP)	\$144,657	\$227,657		
Administration (CD) ¹	30,300	30,300		
Downpayment Assistance	40,000	0		
Administration (JAHC) ¹	6,000	0		
Jackson Affordable Housing Corp. - Acquisition/Rehab/Resale ²	60,000	50,000		
CHDO Operating Expenses ³	12,000	15,000		
Habitat for Humanity	82,500	0		
Total Budget:	\$375,457	\$322,957 (estimate)	\$0	\$0

Restrictions

¹Admin (CD + JAHC) - no more than 10% (\$32,296)

²CHDO Set-aside (mandatory) at least 15% (\$48,444)

³CHDO Operating Expenses (optional) - no more than 5% (\$16,148)

Citizens Advisory Council Written Recommendations to Jackson City Council

The Citizens Advisory Council (CAC) heard oral presentations by agencies applying to receive 2009-2010 Community Development Block Grant (CDBG) funding on January 8 and January 13, 2009. The CAC again met on January 15, 2009 to weigh the applications received and formulate recommendations to the Jackson City Council. Attendance at the January 15, 2009 meeting was as follows:

Members Present: Aminah Amatul Basir, Dawn Feldpausch, Patricia Feldpausch, Lori Heiler, Hallie Hite, Toni Jones, Pashia Mallett, Laura Piascik
Members Absent: Denise Davis, Patrice Hines, Alice Lewis, Shaunta Patton, Jaclin Pilarczyk, Kitrina Sims
Staff Present: Michelle Pultz
Guests Present: Andy Frounfelker

The CAC's recommendations for Public Service are listed below in order of priority, based on the percentage of amount recommended versus requested:

American Red Cross – Recommend full funding request of \$5,000. The need to continue providing disaster relief support for City residents is high.

King Center Summer Youth Program – Recommend full funding request of \$40,000. The CAC overwhelmingly agreed this is a proven program and is extremely beneficial to the low- and moderate-income City youths it serves.

Neighborhood Resource Center – Recommend full funding request of \$15,000, although some members questioned the need to pay for a part time director and would like the City to investigate relying on volunteer staffing instead to reduce costs.

Partnership Park Downtown Neighborhood Association – Recommend full funding request of \$15,000. CAC members were impressed with the presentation given by the agency as it encouraged three of the youths utilizing the program to tell how it has provided a positive impact on them.

United Way of Jackson County – Recommend 86% of the \$20,000 funding request (\$17,147). CAC members were in agreement the 2-1-1 Call Center provides a valuable and much-needed service to the community.

Center for Family Health – Even though the agency submitted their application the day of their presentation (January 8, 2009) instead of by the deadline of December 1, 2008, the CAC accepted the late application and recommend 69% of the \$25,000 funding request (\$17,147). The Emergency Adult Dental Care provided by the agency is the only one of its kind available in the community and is invaluable to City residents.

Legal Services of South Central Michigan – Recommend 60% of the \$25,000 funding request (\$15,000). This is a new program from Legal Services, expanding from merely providing service of process for personal protection orders, to supporting staff costs to provide legal services for domestic violence, evictions, foreclosure, etc. As the economy worsens, the CAC believes the need for these services will increase.

Jackson Affordable Housing Corp. – Foreclosure Prevention – Recommend 54% of \$28,000 funding request (\$15,000). The CAC recognizes foreclosure prevention as an emerging critical need in the community.

Family Service & Children’s Aid – Recommend 53% of \$47,580 funding request (\$25,000). The FAST program has proven to be a successful program and is able to provide assistance to a large number of families.

Big Brothers Big Sisters of Jackson County – Recommend 50% of \$12,000 funding request (\$6,000). The CAC feels the mentoring program is extremely beneficial for the participating children and adults.

Human Relations Commission – Recommend 42% of \$11,800 funding request (\$5,000). The CAC was supportive of reinstating a Fair Housing discrimination complaint program in the City.

The Salvation Army – Recommend 40% of \$75,000 funding request (\$30,000). While the CAC agreed preventing utility shutoff in the community was still important, The Salvation Army has other funding resources available to assist with the program.

Jackson Affordable Housing Corp. – Homeowner Counseling – Recommend just under 33% of \$9,200 funding request (\$3,000). This decision was based on the CAC’s 2008-2009 recommendation and subsequent allocation by City Council in the amount of \$3,000.

Community Action Agency – Recommend 8% of \$60,000 funding request (\$5,000). The CAC felt there were other foreclosure prevention programs with proven records and wondered if this wasn’t a duplication of services already being provided.

HAPE – Recommend no funding for this program. While the CAC believe HAPE provides a needed service, their application was incomplete and confusing. One Council member suggested sending a letter detailing the problems with their application to provide helpful information if they reapply next year.

Jackson School of the Arts – Recommend no funding for this program because they charge fees to utilize. The CAC appreciates the sliding scale for fees charged and the implementation of scholarships if necessary, but feels the program is basically self-supportive.

After voting to accept the Public Service recommendations outlined above, the CAC then deliberated on Administrative and Planning, and Other Projects and submit the following recommendations:

Administration and Planning – Recommend full funding of \$216,425 to the Community Development Department.

BRINCS – Recommend no funding at this time. This decision was based in part because of information received by City staff in November 2008 that if BRINCS did not receive \$219,000 from a competitive contract through LifeWays, it might have to close by June 2009 and relinquish any CDBG funds it receives. Also, one CAC member was concerned the State Equalized Value (SEV) of the structure was less than the amount being requested to rehabilitate. City staff addressed this concern the following day and confirmed the SEV was

\$26,500, giving the structure a True Cash Value of \$52,000. The agency requested \$77,485 to make repairs but provided no estimates with its application.

Code Enforcement – Recommend 93% of \$538,000 funding request (\$500,000) to the Community Development Department.

Residential Rehabilitation – Recommend full funding request of \$401,000 to the Community Development Department. The CAC fully supports this program, especially in the current economic crises.

Monroe Street Sidewalk – Recommend no funding at this time. The CAC was overwhelmingly against the project going forward at this time. The sidewalk is proposed for an industrial area with vacant buildings and only two residential structures. The CAC feels a sidewalk from North Blackstone to Lansing Avenue would be a more logical project and would serve more people. After learning the end product was intended to correspond with the future Grand River ArtsWalk, the CAC suggested the Department of Engineering reapply for funding in the future as work on the ArtsWalk progressed, as there are currently more urgent needs that should be funded.

Street Paving/Reconstruction – Recommend 7% of the \$744,000 funding request (\$53,577) to the Department of Engineering. While the CAC concurs with the need to improve the City's infrastructure and feels Engineering chose streets needing significant repair, it delayed recommending an amount until after discussing the needs of all projects requesting funding. The cost of street paving/reconstruction is so high for just over one mile of roadway and felt CDBG funds should be utilized in ways to serve the most people. The amount arrived at was one-half of the balance that was left over once the other recommendations were agreed upon.

Handicap Curb Ramps – Recommend 54% of the \$100,000 funding request (\$53,577) to the Department of Public Services. The CAC encourages the City to meet the Americans with Disabilities Act requirement of implementing a Transition Plan, however, also felt if this was a Federal mandate, the Federal government should provide the funding from another source besides CDBG. The amount arrived at was one-half of the balance that was left over once the other recommendations were agreed upon.

John George Home – Recommend full funding request of \$50,000. There was much discussion by CAC members about providing additional funding for the elevator project and consensus was not reached until a vote was called. The vote to fully fund the project so it could be completed passed with 4 in favor, 2 against, and one abstention.

Ash Tree Removal/Replacement – Recommend 48% of the \$25,000 funding request (\$12,000) to the Forestry Division of Parks & Recreation. The CAC agreed to recommend funding this on-going beautification project.



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: William R. Ross, City Manager
DATE: February 5, 2009
FROM: Carol L. Konieczki, Community Development Director
SUBJECT: City Administration Recommendations for CDBG Allocations

Thank you for meeting with Community Development staff and others on February 2 and 3, 2009 to formulate recommendations to the City Council for CDBG and HOME allocations for fiscal year 2009-2010. As we are all painfully aware, the failing economy has made this year's recommendation decisions especially arduous. During our meetings, we reviewed each funding request using an Application Rating System; however, when it came right down to it, difficult decisions had to be made in order to attain goals set forth by City Council. It is possible future funding may become available through proposed stimulus packages, but too many unknowns exist at present to incorporate any expectations into what we do know.

It is with deep regret to those agencies that also desperately need funding support that we arrived at the following decisions:

Public Services

King Center Summer Youth Program \$40,000

Administration and Planning

Community Development.....\$216,425

Other Projects

Code Enforcement.....\$500,000
Residential Rehabilitation..... 300,000
DPS Handicap Ramps 20,000
Street Paving/Reconstruction 336,532

This was not an easy choice to make. However, with City Council's focus on street paving/reconstruction, it left little alternatives. City administrative staff recommends continuing the King Center Summer Youth Program because of its tremendous success and benefit to Jackson's low- and moderate-income youth. Community Development has slashed funding requests for Administration/Planning, Rehab and Code Enforcement to absolute bare minimums. Administration/Planning and Code Enforcement fund current staff and operating costs. Building Inspection is funded from the General Fund.



While Residential Rehabilitation was reduced on the CDBG side, it was increased utilizing HOME Program funds. Part of that decision was based on Neighborhood Stabilization Program (NSP) funds, which have been applied for and receipt of which is expected in the near future (The NSP set aside is \$1.7 million, however, the City applied for \$2,877,750). A minimal allocation is recommended to the Department of Public Services for handicap ramps to show a good faith effort to meet Americans With Disabilities Act Transition Plan requirements. With these severe restrictions adhered to, we were able to recommend over one-half of the amount Engineering requested for street paving/reconstruction.

The streets targeted to be paved during the 2009-2010 fiscal year are:

- Wesley – Blackstone to Jackson
- State – Pearl to Ganson
- Homewild – Perrine to State

Every intersection of these paving projects will receive a handicap accessible curb ramp, which goes hand-in-hand with the Transition Plan. This also allowed \$30,532 to be allocated to Engineering to provide match for the MDOT grant on the Grand River ArtsWalk to install a sidewalk on Monroe Street, which will serve as a loop connector for the Grand River ArtsWalk.

Similar tough decisions needed to be made regarding HOME funding recommendations, which are as follows:

Rehabilitation Assistance.....	\$227,657
Administration.....	30,300
Acquisition/Rehab/Resale (required)	50,000
CHDO Operating Expenses.....	15,000

In the City's application for NSP funds, \$45,000 is planned to be used for Down Payment Assistance, which will be contracted through Jackson Affordable Housing Corp. (JAHC). As of the writing of this memo, JAHC has \$36,287 left from its 2008-2009 allocation of HOME funds for Down Payment Assistance. The City may contract with Habitat for Humanity's for the use of NSP funds, too. HUD requires a minimum of 15% of the grant allocation be set aside for CHDO activities, which will go to JAHC for acquisition/rehab/resale.

Again, these decisions were not arrived at without considering the negative impact it will have on other projects that are greatly needed by City of Jackson residents. All of the funding recommendations meet one or more of the four goals set by City Council at its April 15, 2008 Special Goal Setting meeting: Revenue Enhancement, Cost Control and Reduction, Neighborhood Preservation, and Downtown Development.

- cc: Heather Soat, Financial Analyst
Michelle L. Pultz, Community Development Project Coordinator
Lynn Fessel, City Clerk



Historical Overview of 2005-2008 CDBG/HOME Allocations

Allocations Made by City Council

(does not include budget amendments made thereafter)

Applicants	2009-2010 Funding Request	2005-2006 Allocation	2006-2007 Allocation	2007-2008 Allocation	2008-2009 Allocation
Public Services					
1 American Red Cross	\$5,000	\$0	\$10,000	\$3,000	\$2,000
2 Big Brothers Big Sisters of Jackson County	12,000	0	7,939	2,500	2,000
3 Center for Family Health (added by City Council vote to receive late application on 1/20/09)	25,000	18,014	25,000	25,000	25,000
4 Community Action Agency (Foreclosure Prevention)	60,000	0	0	0	0
5 Community Development (Neighborhood Resource Center)	15,000	15,000	0	15,000	12,000
6 Family Service & Children's Aid	47,580	8,000	10,000	2,500	5,000
7 Helping All People Excel (HAPE)	3,845	0	0	0	0
8 Human Relations Commission (Fair Housing)	11,800	0	0	0	0
9 Jackson Affordable Housing (Foreclosure Prevention)	28,000	10,000	14,500	27,700	27,273
10 Jackson Affordable Housing (Homeownership Program)	9,200	5,000	5,000	1,500	3,000
11 Jackson School of the Arts	5,000	0	0	0	1,500
12 Legal Services of South Central Michigan	25,000	0	2,500	1,500	0
13 Parks & Recreation (King Center Summer Youth Program)	40,000	18,000	30,000	25,000	35,000
14 Partnership Park Downtown Neighborhood Assoc.	15,000	5,500	10,000	5,000	5,000
15 The Salvation Army	75,000	0	58,102	60,000	63,000
16 United Way of Jackson County	20,000	7,000	12,500	5,000	10,000
Administration and Planning					
17 Community Development	\$216,425	\$342,170	\$0	\$344,100	\$248,600
Other Projects					
18 BRINCS	\$77,485	\$0	\$0	\$0	\$0
19 Community Development (Code Enforcement)	538,000	548,350	100,000	484,500	500,000
20 Community Development (Residential Rehabilitation)	401,000	395,000	70,000	418,451	275,230
21 Department of Engineering (Monroe Street Sidewalk)	70,000	0	0	0	0
22 Department of Engineering (Street Paving/Reconstruction)	744,000	200,000	774,491	0	0
23 Department of Public Services (Handicap Ramps)	100,000	0	0	0	40,000
24 John George Home	50,000	0	0	50,000	50,000
25 Parks & Recreation (Forestry)	25,000	0	0	0	25,000
HOME					
26 Rehabilitation Assistance (RAP)	\$144,657	\$233,120	\$92,469	\$119,409	\$113,048

Allocations Made by City Council

(does not include budget amendments made thereafter)

	2009-2010		2005-2006	2006-2007	2007-2008	2008-2009
Applicants	Funding Request		Allocation	Allocation	Allocation	Allocation
27 Administration (CD)	30,300		22,000	34,219	33,800	32,000
28 Downpayment Assistance	40,000		30,000	40,000	40,000	40,000
29 Administration (JAHC)	6,000		3,000	6,000	6,000	6,000
30 Jackson Affordable Housing - Acquisition/Rehab/ Resale	60,000		35,000	37,500	77,500	60,000
31 CHDO Operating Expenses	12,000		10,000	12,000	12,000	12,000
32 Habitat for Humanity	82,500		10,000	0	50,000	66,500



Department of Community Development

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

Facsimile (517) 768-5832

Administrative Services
(517) 788-4060

Building Inspection
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Rehabilitation Services & Information
(517) 788-4070

TO: William R. Ross, City Manager
DATE: February 4, 2009
FROM: Carol L. Konieczki, Community Development Director
SUBJECT: Award of Bid for Rehab Project at 754 Woodlawn

Rehab Specialist Cliff Winslow requested bids through the Purchasing Department for an owner-occupied Community Development rehab project at 754 Woodlawn. The Bid Review Committee comprised of the Rehab Coordinator (Diffenderfer), Rehab Specialist (Winslow), and Purchasing Agent (Cunningham) has analyzed the bids submitted and arrived at a recommendation on bid award.

Ten contractors attended the mandatory pre-bid walk through and seven submitted completed bids, the results of which are attached for your review. At this time, in concurrence with the Review Committee, we are requesting authorization to present to City Council the following recommendation of bid award:

Project	Awardable Contractor	Amount
754 Woodlawn	FEB Contracting	\$24,900.00

The homeowner has been pre-qualified to receive funding through a CDBG or HOME rehab loan (\$13,500.00) for code work, (\$10,725.00) for lead work, and \$625 for incipient conditions. Incipient conditions are those that are not currently code violations, but may deteriorate into actual violations in the near future, in this case two interior doors that need replacement. The contractor awarded this project is required to obtain a current installation floater on its general liability policy.

Requested action is for City Council to approve the owner-occupied rehab bid award as outlined above. Please place this item on the February 10, 2009 agenda for consideration.

CLK:mlk

cc: Margaret Cunningham, Purchasing Agent
Dennis M. Diffenderfer, Rehab Coordinator
Kim VanEvery, Loan Assistant



Bid Tabulation
for
Housing Rehabilitation
at
754 Woodlawn

Item #	Description	Location	Code	FEB Enterprises Inc.	At-A-Moments-Notice	Scoby Construction	Baker Builders Inc.	Harrison Builders LLC	First Contracting Inc.	Scott Fredrickson Construction Corp.
				4889 Firethorn Drive Jackson MI 49201	6937 Draper Road Jackson, MI 49201	4520 Dey Hwy. Hudson, MI 49247	PO Box 155 Jackson, MI 49204	916 Homewild Jackson, MI 49201	701 S Main Ovid Mi 48866	13339 Nelson Bath, MI 48808
				Unit Price	Unit Price	Unit Price	Unit Price	Unit Price	Unit Price	Unit Price
1	Vinyl Siding	House and Garage	L	5,500.00	6,000.00	7,200.00	7,450.00	750.00	5,594.00	9,840.00
2	Lead		L	750.00	2,000.00	400.00	1,000.00	8,000.00	1,123.00	245.00
3	Soffit System	House and Garage	L	1,050.00	1,000.00	2,000.00	1,433.00	500.00	1,797.00	5,945.00
4	Lead		L	500.00	500.00	100.00	375.00	3,000.00	449.00	245.00
5	Garage Door 7' x 16'	Garage	C	650.00	1,200.00	1,100.00	1,000.00	250.00	2,690.00	720.00
6	Lead		L	100.00	200.00	100.00	50.00	1,000.00	225.00	20.00
7	Garage Windows (3)	Garage	C	900.00	750.00	810.00	600.00	75.00	427.00	595.00
8	Lead		L	225.00	100.00	120.00	180.00	900.00	337.00	60.00
9	Lead Work - wrap header, encapsulate columns	South Porch	L	300.00	100.00	400.00	180.00	100.00	539.00	240.00
10	Door closer	South Porch	C	25.00	15.00	40.00	20.00	20.00	47.00	35.00
11	Steel entry door	East Entry	C	500.00	400.00	500.00	180.00	50.00	500.00	445.00
12	Lead		L	100.00	50.00	40.00	50.00	450.00	56.00	30.00
13	Combination door	East Entry	C	225.00	200.00	225.00	180.00	180.00	219.00	215.00
14	Cellar windows (3)	2 W/ 1 E	C	900.00	600.00	850.00	690.00	75.00	388.00	630.00
15	Lead		L	200.00	200.00	120.00	180.00	900.00	112.00	60.00
16	Tuckpoint Foundation	East Entry	C	200.00	100.00	50.00	185.00	50.00	449.00	90.00
17	Vinyl Win (3)	Living Room	C	900.00	700.00	870.00	690.00	75.00	719.00	630.00
18	Lead		L	150.00	200.00	120.00	180.00	900.00	584.00	60.00
19	Vinyl Win (1)	Dining Room	C	300.00	200.00	290.00	230.00	25.00	258.00	210.00
20	Lead		L	75.00	100.00	40.00	60.00	300.00	112.00	25.00
21	Vinyl Win (2)	NW Bedroom	C	600.00	500.00	580.00	460.00	50.00	517.00	420.00
22	Lead		L	150.00	100.00	80.00	120.00	600.00	225.00	40.00
23	Bed lockset	NW Bedroom	C	50.00	40.00	40.00	45.00	50.00	88.00	40.00
24	Vinyl Win (1)	Kitchen	C	300.00	200.00	290.00	230.00	25.00	236.00	210.00
25	Lead		L	75.00	100.00	40.00	60.00	300.00	112.00	25.00
26	Vinyl Win (1)	Nook	C	300.00	200.00	290.00	230.00	25.00	247.00	210.00
27	Lead		L	75.00	100.00	40.00	60.00	300.00	112.00	25.00

Bids are broken down to utilize/identify funding sources

L = Lead based paint hazard elimination work

C = Code requirement repair

I = Incipient item

Bid Tabulation
for
Housing Rehabilitation
at
754 Woodlawn

				FEB Enterprises Inc. 4889 Firethorn Drive Jackson MI 49201	At-A-Moments- Notice 6937 Draper Road Jackson, MI 49201	Scoby Construction 4520 Dey Hwy. Hudson, MI 49247	Baker Builders Inc. PO Box 155 Jackson, MI 49204	Harrison Builders LLC 916 Homewild Jackson, MI 49201	First Contracting Inc. 701 S Main Ovid Mi 48866	Scott Fredrickson Construction Corp. 13339 Nelson Bath, MI 48808
Item #	Description	Location	Code	Unit Price	Unit Price	Unit Price	Unit Price	Unit Price	Unit Price	Unit Price
28	Vinyl Win (2)	East Stairway	C	600.00	400.00	500.00	460.00	50.00	432.00	420.00
29	Lead		L	100.00	200.00	80.00	120.00	600.00	225.00	40.00
30	Pre-hung door	SE Bedroom	I	225.00	200.00	250.00	150.00	180.00	185.00	165.00
31	Vinyl Win (1)	SE Bedroom	C	300.00	200.00	290.00	230.00	25.00	264.00	210.00
32	Lead		L	75.00	100.00	40.00	60.00	300.00	112.00	25.00
33	Pre-hung door	SW Bedroom	I	225.00	200.00	250.00	200.00	180.00	185.00	165.00
34	Vinyl Win (2)	SW Bedroom	C	600.00	450.00	580.00	460.00	50.00	528.00	420.00
35	Lead		L	150.00	150.00	80.00	120.00	600.00	225.00	25.00
36	Pre-hung door	NW Bedroom	I	225.00	250.00	250.00	150.00	180.00	247.00	165.00
37	Vinyl Win (2)	NW Bedroom	C	600.00	400.00	580.00	460.00	50.00	494.00	420.00
38	Lead		L	150.00	200.00	80.00	120.00	600.00	225.00	25.00
39	Leadwork - scrape, paint, stabilize and encapsulate window	Bath	L	200.00	100.00	120.00	190.00	100.00	264.00	70.00
40	Handrail	Basement	C	100.00	75.00	50.00	90.00	100.00	95.00	95.00
41	Clearance Test		L	800.00	600.00	500.00	700.00	750.00	842.00	1,260.00
42	Furnace		C	2,850.00	1,500.00	1,500.00	2,200.00	2,950.00	3,257.00	3,135.00
43	Plumb to Code		C	1,500.00	2,300.00	2,220.00	1,950.00	3,320.00	4,577.00	3,540.00
44	Electrical to Code		C	1,100.00	2,500.00	2,400.00	3,798.00	2,080.00	1,915.00	2,175.00
	Total			24,900.00	25,680.00	26,505.00	27,576.00	31,065.00	32,234.00	33,665.00
			I	675.00	650.00	750.00	500.00	540.00	617.00	495.00
			C	13,500.00	12,930.00	14,055.00	14,388.00	9,575.00	18,347.00	14,865.00
			L	10,725.00	12,100.00	11,700.00	12,688.00	20,950.00	13,270.00	18,305.00

Bids are broken down to utilize/identify funding sources

L = Lead based paint hazard elimination work

C = Code requirement repair

I = Incipient item

INTERDEPARTMENTAL MEMORANDUM

Assessing Department
161 W. Michigan Avenue
Jackson, Michigan 49201-1303

C. Jan Markowski, City Assessor
517-788-4033
Facsimile 517-780-4762

TO: Honorable Mayor Ludwig and City Council Members
FROM: C. Jan Markowski, City Assessor *CJM*
DATE: February 4, 2009
SUBJECT: Meterless Parking

Attached is a spreadsheet showing calculation for meterless parking. The majority of the recommendations I made at the January 27th meeting have been implemented on this sheet.

Parking lots outside the meterless district, as well as those more than 300 feet from the property claiming credit for the spaces, have been removed from calculations for 5/3 Bank, Dr. Don's, and Michigan Theatre.

The property at 115 E. Michigan, owned by Brian Surgener, has been reduced to five spaces of credit since the property is not paved and striped as a lot with more than 5 spaces is required to be.

Properties used 3 days or fewer per week were prorated against a 6-day week.

Buildings with space vacant for longer than 6 months have been adjusted. This includes part or all of 180, 154, 140, 134, 106, 171, 165, 159, 113, and 101 W. Michigan, 105 and 129 E. Michigan 173, 159, and 135 W. Pearl, 132 N. Mechanic, 209 and 233 N. Jackson, 117 W. Louis Glick Highway, 132 W. Cortland, 232 and 216 S. Mechanic, 204 S. Jackson, and 134 Francis.

The Adams Hotel was adjusted by calculating need based on 75 percent of the dwelling units instead of 100 percent. The Otsego and Elaine calculations were reduced to 50 percent of the dwelling units instead of 100 percent.

The day care at First Baptist Church was calculated based on a maximum capacity (licensed by the state) of 82 children; for each 5 children, 1 parking space is needed. Churches were calculated using seating capacity of the sanctuary as opposed to membership of the church.

The calculations for restaurants/bars resulted in a much higher need when we used the legal capacity. We left those as they were previously, but calculated The Rocket at a nightclub/discotheque using the capacity calculated at 1 parking space needed for every 4 persons, then applying an occasional use factor of 50 percent.

The rate per space has been adjusted from \$59.66 to \$42.00. The minimum charge has been lowered from \$125.00 to \$100.00. With these changes in rate, as well as changes to the calculations for properties in the district, the total assessed would result in total assessments of about \$42,000.00 and a contribution from the city of \$6,600.00. Last year's total was about \$66,000.00. I recommend that Council approve these changes for use with the 2008-2009 meterless parking special assessment rolls.

CJM/dbk

Attachment

METERLESS PARKING 2008-2009

PARCEL NUMBER	OWNER/OCCUPANT	PROPERTY ADDRESS	SQ FT	% OCC	ADJ FACT	SPACE PER FT	SPACES REQ	SPACE TOTALS	Rate per need =		AMT ASSESSED	"EXEMPT" ENTITIES
									SPACES HAVE	NET NEED		
1-0006	BLAKE BUILDING (vac space) OCCUPIED OFFICE SPACE 1ST FL RETAIL SPACE Res Units top 5 floors (4 floors gutted) (DEDUCT 16800)	180-186 W MICHIGAN	20,565	0.25	0.75	200	5					
			7,275	1	0.75	200	27					
			2,400	1	0.65	200	8					
			3	1	1	1	3	43	59	0	\$100.00	
1-0007.1	CASLER HARDWARE	125-133 N JACKSON	6,534	1	0.65	200	21	21	19	2	\$100.00	
1-0008	CASLER WAREHOUSE	163 W PEARL	1	1	1	1	1	1	0	1	\$100.00	
1-0010	VEACH VENTURES (VAC RE)	173-175 W PEARL	1,612	0.25	0.65	200	1	1	1	0	\$100.00	
1-0011	BARBER/MISC RETAIL 2007 RETAIL SPACE - APPROX 2/3 VAC AS OF 11-07 2ND FL 1 RES UNIT	137-145 N JACKSON	1,568	1	0.65	200	5					
			808	0.5	0.65	200	1					
			1	1	1	1	1	7	2	5	\$210.00	
1-0014	PEARL STREET CONDOS/ 2C VAC RETAIL 2008 2ND FL 1 APT 2008 (REST IS GUTTED) 3RD FL VAC/GUTTED 2008 4TH FL: 4 APTS 2008	159-161 W PEARL	500	1	0.75	200	2					
			2,400	0.25	0.65	200	2					
			1	1	1	1	1					
			5,456	0	0	0	0					
4	1	1	1	4	9	0	9	\$378.00				
1-0017	DUPUIS INC 2ND FLOOR 1 RES UNIT	160-162 W MICHIGAN	2,368	1	0.65	200	8					
			1	1	1	1	1	9	8	1	\$100.00	
1-0021	PERLOS BLDG/1ST FL VAC F 2ND FL OFFICES 2ND FLOOR VAC	154-156 W MICHIGAN	2,300	0.5	0.65	200	4					
			1,380	1	0.75	200	5					
			920	0.25	0.75	200	1	10	4	6	\$252.00	
1-0022	JTV STUDIO 2ND FLOOR OFC SPACE (12' 2ND/3RD FL 1 RES UNIT	152 W MICHIGAN	2,508	1	0.75	200	9					
			1,220	1	0.75	200	5					
			1	1	1	1	1	15	16	0	\$100.00	
1-0024	TREASURED ELEGANCE 2ND FLOOR (2 Res Units) 3rd Penthouse (1 Res Unit)	148-150 W MICHIGAN	2,508	1	0.65	200	8					
			2	1	1	1	2					
			1	1	1	1	1	11	5	6	\$252.00	
1-0027	DR DON'S	146 W MICHIGAN	2,508	0.5	0.5	30	21	21	1	20	\$840.00	

PARCEL NUMBER	OWNER/OCCUPANT	PROPERTY ADDRESS	SQ FT	% OCC	ADJ FACT	SPACE PER FT	SPACES REQ	SPACE TOTALS	SPACES HAVE	NET NEED	AMT ASSESSED	"EXEMPT" ENTITIES
1-0028	REYNOLDS AGENCY	144 W MICHIGAN	2,508	1	0.75	200	9	9	14	0	\$100.00	
1-0029	AHRONHEIM (VAC 8-07)	140 W MICHIGAN	2,200	0.25	0.65	200	2	2	1	1	\$100.00	
1-0030	THE STUDIO	131-133 W PEARL	1,980	1	0.65	200	6					
	2ND FL 1 RES UNIT		1	1	1	1	1					
	3RD FL 1 RES UNIT		1	1	1	1	1	8	2	6	\$252.00	
1-0031	ROBERT ABLE (VACANT 8-07)	135 W PEARL	1,980	0.25	0.65	200	2	2	1	1	\$100.00	
1-0032	SCHUPBACH'S (1st Retail)	141 W PEARL	3,960	1	0.65	200	13					
	2nd Archery Range		3,960	1	0.65	200	13	26	6	20	\$840.00	
1-0033	SCHUPBACH'S	143 W PEARL	1,980	1	0.65	200	6	6	4	2	\$100.00	
1-0034	NITE LIGHTS BAR	145 W PEARL	1,980	0.5	0.5	30	17	17	1	16	\$672.00	
1-0035	FIFTH THIRD BANK	134 W MICHIGAN	4,800	1	0.75	200	18					
	2ND FLOOR OFFICES		1,000	1	0.75	200	4					
	2ND FLOOR VAC 2007-08		3,800	0.25	0.75	200	4					
	3RD FLOOR APARTMENT		1	1	1	1	1	27	6	21	\$882.00	
1-0036	TEDDY BEAR WAREHOUSE	128-130 W MICHIGAN	2,754	0.33	0.65	200	3	3	0	3	\$126.00	
1-0037	COUNTY TOWER BLDG	120 W MICHIGAN	66,892	1	0.75	200	251	251	74	177		\$7,434.00
1-0037.11	CURTIS, CURTIS ATTY (15TH)	120 W MICHIGAN	2,716	1	0.75	200	10					
	14TH FLOOR (STORAGE ONLY)		1,479	1	1	1	1	11	6	5	\$210.00	
1-0041	MICHIGAN THEATRE (CAPAC)	124-126 N MECHANIC	835	0.5	0.33	4	34	34	1	33	\$1,386.00	
1-0044	WALT'S HEALTH FOOD	106-118 W MICHIGAN	4,680	1	0.65	200	15					
	BSMT - CATHOLIC SHOP	1920 SQ FT	1,920	1	0.65	200	6					
	BSMT - VACANT RETAIL	960 SQ FT	960	0.25	0.65	200	1					
	2ND FLOOR - 1 RESIDENTIAL UNIT		1	1	1	1	1	23	6	17	\$714.00	
1-0047	GENCO	130 N MECHANIC	1,200	1	0.65	200	4	4	1	3	\$126.00	
1-0048	MOLLER BLDG - RETAIL SPA	132-142 N MECHANIC	1,100	1	0.65	200	4					

PARCEL NUMBER	OWNER/OCCUPANT	PROPERTY ADDRESS	SQ FT	% OCC	ADJ FACT	SPACE PER FT	SPACES REQ	SPACE TOTALS	SPACES HAVE	NET NEED	AMT ASSESSED	"EXEMPT" ENTITIES
	VAC RETAIL SPACE		3,685	0.25	0.65	200	3	7	1	6	\$252.00	
1-0050	JACKSON ANTIQUE MALL	201 N JACKSON	4,063	1	0.65	200	13	13	12	1	\$100.00	
1-0053	OFFICE BAR (VEACH) VACANT RETAIL SPACE	209-213 N JACKSON	1,054 975	0.5 0.25	0.5 0.65	30 200	9 1				\$100.00	
1-0054	PAWN SHOP	217 N JACKSON	2,288	1	0.65	200	7	7	2	5	\$210.00	
1-0055	PEDAL & TOUR 2ND FL - EXERCISE & SALES 3RD FL - 2 APARTMENTS	225 N JACKSON	5,340 2,670 2	1 1 1	0.65 0.65 1	200 200 1	17 9 2			21	\$882.00	
1-0057	VACANT 7-2008 - FORMERLY 2ND FL - 1 APARTMENT	233 N JACKSON	2,640 1	0.25 1	0.25 1	30 1	6 1			7	\$294.00	
1-0058	KELLY IMPORTS/SONIC LAN 2ND FL - 1 RES UNIT	237-241 N JACKSON	7,656 1	1 1	0.65 1	200 1	25 1			2	\$100.00	
1-0062	COLLINS BROS WAREHOUSE AREA	148-156 W PEARL	6,312 2,400	1 1	0.65 1	200 1	21 1			0	\$100.00	
1-0065	COLLINS BROS. RUG STORE	142-144 W PEARL	1,200	1	0.65	200	4	4	2	2	\$100.00	
1-0068	CHUCK'S SUPPLY (KSS ENT)	132-136 W PEARL	3,870	1	0.65	200	13	13	17	0	\$100.00	
1-0069.1	KUHL'S DELI RETAIL SPACE RETAIL SPACE - VAC 11-08 OFFICE SPACE - SEC STATE	117-119 W LOUIS GLIC	6,990 3,000 1,000 1,550	0.5 1 0.25 1	0.5 0.65 0.65 0.75	30 200 200 200	58 10 1 6			0	\$100.00	
4-0001	DEARY 1ST FL - VACANT 2ND FL - VACANT 3RD FL - VACANT	171 W MICHIGAN	1,608 1,608 1,608	0.25 0.25 0.25	0.75 0.75 0.75	200 200 200	2 2 2			5	\$210.00	
4-0002	COUNTY - VAC OFFICE Bsmt Offices - VACANT	165-169 W MICHIGAN	8,448 8,448	0.25 0.25	0.75 0.75	200 200	8 8			14		\$588.00
4-0005	CITY HALL	161 W MICHIGAN	41,492	1	0.75	200	156	156	6	150		\$6,300.00

PARCEL NUMBER	OWNER/OCCUPANT	PROPERTY ADDRESS	SQ FT	% OCC	ADJ FACT	SPACE PER FT	SPACES REQ	SPACE TOTALS	SPACES HAVE	NET NEED	AMT ASSESSED	"EXEMPT" ENTITIES
4-0006	CORTLAND BUILDING (MARC	143-149 S JACKSON	10,528	1	0.75	200	39	39	22	17	\$714.00	
4-0009	CHMBR CMRC/CONV VISIT B	125-141 S JACKSON	3,330	1	0.75	200	12	12	4	8	\$336.00	
4-0014	1ST FL OFFICES - CROSS &	146 W CORTLAND	2,850	1	0.75	200	11					
	2ND FL OFFICES - US COM		2,850	1	0.75	200	11					
	Bsmt: Mongoose Club (Very Occasional Use)		2,850	0.5	0.085	30	4	26	6	20	\$840.00	
4-0015	IMAGE GALLERY - VAC 12-08	159 W MICHIGAN	3,960	0.25	0.65	200	3	3	1	2	\$100.00	
4-0017	DARYL'S RESTAURANT	149-153 W MICHIGAN	7,920	0.5	0.5	30	66					
	CAPACITY - OCCASIONAL USE BANQUET		415	1	0.083	30	1	67	0	67	\$2,814.00	
4-0018	ECON ART - 1ST FL	147 W MICHIGAN	2,904	1	0.65	200	9					
	CREDIT UNION - 1ST FL	145 W MICHIGAN	2,904	1	0.75	200	11					
	2 RES UNITS UP		2	1	1	1	2	22	0	22	\$924.00	
4-0021	BELLA NOTTE RESTAURANT	135-137 W MICHIGAN	6,072	0.5	0.5	30	51					
	CAPACITY - OCCASIONAL USE BANQUET		383	1	0.083	30	1	52	23	29	\$1,218.00	
4-0022	SUITE A - SWAN CREEK CAN	133-135 W MICHIGAN	5,544	1	0.65	200	18	18	0	18	\$756.00	
4-0024	SUITE B - LENNY'S SUB SHO	132-134 W CORTLAND	2,400	0.5	0.5	30	20					
	SUITE C		1,650	0.25	0.65	200	1					
	SUITE D		1,500	0.25	0.65	200	1					
	SUITE E		3,162	0.25	0.65	200	3	25	0	25	\$1,050.00	
4-0038	113 W MICH LLC 1ST FL POS	109-113 W MICHIGAN	9,300	1	0.65	200	30					
	U OF M VISITING NURSES - 2005		608	1	0.75	200	2					
	2ND FL - SPRING ARBOR COLLEGE - # OF STUDEN		200	1	1	3	67					
	3RD FL VACANT - 2008		3,000	0.25	0.75	200	3					
	3RD FL OFFICES		6,908	1	0.75	200	26	128	121	7	\$294.00	
4-0040	MILLER SHOES	103 W MICHIGAN	1,800	1	0.65	200	6	6	1	5	\$210.00	
4-0041	VAC 12-2008	101 W MICHIGAN	2,100	0.25	0.65	200	2	2	1	1	\$100.00	
4-0044	BAPTIST CHURCH	201 S JACKSON	400	1	0.17	4	17					
	JACKSON CHILD CARE (LICENSED FOR 82 KIDS 1-0		82	1	1	5	16	33	11	22	\$924.00	

PARCEL NUMBER	OWNER/OCCUPANT	PROPERTY ADDRESS	SQ FT	% OCC	ADJ FACT	SPACE PER FT	SPACES REQ	SPACE TOTALS	SPACES HAVE	NET NEED	AMT ASSESSED	"EXEMPT" ENTITIES
4-0045	BANK OF AMERICA	132 W WASHINGTON	3,024	1	0.75	200	11	11	41	0	\$100.00	
4-0048	VERMEULEN FURNITURE FORMER MASONIC TEMPLE	135 W CORTLAND 131 W CORTLAND	17,096 15,180	1 1	0.65 1	200 1	56 1	57	32	25	\$1,050.00	
4-0052	BLOOMFIELD OFC SUITES 1: 2ND FL VACANT 1 res unit 3rd fl	232-244 S MECHANIC	5,280 5,280 1	1 0.25 1	0.75 0.75 1	200 200 1	20 5 1	26	35	0	\$100.00	
4-0054	BUS DEPOT (CITY)	113-117 W CORTLAND	1,800	1	0.65	200	6	6	5	1		\$100.00
4-0054.A	GREYHOUND	113-117 W CORTLAND	1,800	1	0.65	200	6	6	5	1	\$100.00	
4-0056	SWAIN'S ADAMS HOTEL - RE VAC RETAIL 12-08 MAT'S CATERING & DELI (APT UNITS)	212-216 S MECHANIC 216 S MECHANIC 212 S MECHANIC	1,278 1,278 1,596 26	1 0.25 0.5 1	0.65 0.65 0.5 0.75	200 200 30 1	4 1 13 20	38	5	33	\$1,386.00	
4-0057	RAMPAGE REAL ESTATE JXN CO DEMOCRATIC COMMITTEE (OCCUPIES BO	218-220 S MECHANIC	1,848 1,848	1 1	0.75 0.75	200 200	7 7	14	0	14	\$588.00	
4-0058	GATTSHALL'S	224-232 S MECHANIC	8,580	1	0.65	200	28	28	34	0	\$100.00	
4-0059	ST. PAUL'S EPISCOPAL CHU	309 S JACKSON	325	1	0.17	4	14	14	13	1	\$100.00	
4-0068	SHAFER DRY CLEANING	115 W WASHINGTON	6,552	1	0.65	200	21	21	22	0	\$100.00	
4-0069	TRINITY LUTHERAN	122 W WESLEY	350	1	0.17	4	15	15	49	0	\$100.00	
4-0135	BUTTERFIELD INVEST	100 S JACKSON	20,266	1	0.75	200	76	76	80	0	\$100.00	
4-0159	CIT PAT 1ST FL OFFICE 2nd Floor Offices	204-206 S JACKSON	2,013 2,257	0.25 0.25	0.75 0.75	200 200	2 2	4	95	0	\$100.00	
5-0001	ELAINE APTS - NATIONAL CI (# OF APARTMENT UNITS)	101-103 E MICHIGAN	2,475 33	1 1	0.75 0.5	200 1	9 17	26	9	17	\$714.00	
5-0002	1ST FL VAC 2008 2ND FL - VAC 2008 3RD FL - VAC 2008	105-109 E MICHIGAN	3,267 3,267 3,267	0.25 0.25 0.25	0.75 0.75 0.75	200 200 200	3 3 3	9	14	0	\$100.00	

PARCEL NUMBER	OWNER/OCCUPANT	PROPERTY ADDRESS	SQ FT	% OCC	ADJ FACT	SPACE PER FT	SPACES REQ	SPACE TOTALS	SPACES HAVE	NET NEED	AMT ASSESSED	"EXEMPT" ENTITIES
5-0003	J. BUTTERFIELD	111-113 E MICHIGAN	2,178	1	0.75	200	8	8	4	4	\$168.00	
5-0009	LUCE & ASSOC - 1ST FL FRC	131 S MECHANIC	1,386	1	0.75	200	5					
	1ST FL REAR 1 RES UNIT		1	1	1	1	1					
	2ND & 3RD FL 1 RES UNIT		1	1	1	1	1	7	0	7	\$294.00	
5-0010	ANDERSON PRINT/HODGE P	135-145 S MECHANIC	8,367	1	0.65	200	27					
	SALON BREATHE		1,300	1	0.65	200	4	31	10	21	\$882.00	
5-0014	ON THE AVE BOUTIQUE/RICI	125 E MICHIGAN	2,640	1	0.65	200	9					
	2ND & 3RD FL - 3 RES UNITS		3	1	1	1	3	12	25	0	\$100.00	
5-0015	VACANT	129 E MICHIGAN	2,640	0.25	0.65	200	2	2	1	1	\$100.00	
5-0016	NOSTALGIA INK	133-135 E MICHIGAN	2,640	1	0.65	200	9					
	2ND FLOOR - NORTON'S MARTIAL ARTS		2,640	1	0.65	200	9	18	2	16	\$672.00	
5-0017	THE ASSEMBLY CHURCH	139 E MICHIGAN	500	1	0.17	4	21	21	29	0	\$100.00	
5-0018	OTSEGO - OFFICE SPACE	102 FRANCIS	10,260	1	0.75	200	38					
	# APARTMENTS		71	1	0.5	1	36	74	20	54	\$2,268.00	
5-0018.1	EVANOFFS - RETAIL SPACE	134-138 FRANCIS	2,546	0.25	0.65	200	2					
	OFFICE SPACE - VACANT		1,296	0.25	0.75	200	1					
	RESTAURANT		2,970	0.5	0.5	30	25	28	0	28	\$1,176.00	
5-0026	JACKSON COFFEE COMPAN	201-205 S MECHANIC	1,798	0.5	0.5	30	15					
	2ND FL - COFFEE HOUSE SEATING		1,334	0.5	0.5	30	11					
	2ND FL - CONF RM (SEATS 12) - OCC USE (BY RESE		464	0.17	0.75	200	0	26	5	21	\$882.00	
5-0027	TOWN BAR	213 S MECHANIC	2,014	0.5	0.5	30	17					
	ADULT BOOK STORE		1,691	1	0.65	200	5	22	0	22	\$924.00	
5-0027.1	DICKER & DEAL	213 S MECHANIC	2,146	1	0.65	200	7	7	2	5	\$210.00	
5-0028	CRAZY COWBOY RESTAUR	215-221 S MECHANIC	2,856	0.5	0.5	30	24	24	0	24	\$1,008.00	
5-0029	BZB CAFÉ	223-225 S MECHANIC	2,904	0.5	0.5	30	24	24	5	19	\$798.00	

PARCEL NUMBER	OWNER/OCCUPANT	PROPERTY ADDRESS	SQ FT	% OCC	ADJ FACT	SPACE PER FT	SPACES REQ	SPACE TOTALS	SPACES HAVE	NET NEED	AMT ASSESSED	"EXEMPT" ENTITIES
5-0030	1ST FL - NOMAD BOOKHOUSE BASEMENT - OCC USE RENTAL FOR PARTIES/BANC 2ND FLOOR - 3 RES UNITS	229 S MECHANIC	4,620 4,620 3	0.25 0.5 1	0.65 0.085 1	200 30 1	4 7 3	14	10	4	\$168.00	
5-0031	YE OLDE SKULL TATTOO PA 1 RES UNIT UP	241 S MECHANIC	1,804 1	1 1	0.65 1	200 1	6 1	7	5	2	\$100.00	
5-0032	GROTTO CLUB (OCC USE) CONNIE'S SCHOOL OF DANC	100-104 E WASHINGTON 106 E WASHINGTON	3,168 2,640	0.33 1	0.65 0.65	100 100	7 17	24	0	24	\$1,008.00	
5-0040	THE ROCKET (CAPACITY)	216-220 FRANCIS	512	1	0.5	4	64	64	2	62	\$2,604.00	
5-0041	THE BOOK EXCHANGE	236 FRANCIS	4,405	1	0.65	200	14	14	20	0	\$100.00	
5-0041.1	SHEAR/TOTAL/EXTENDED E	228 FRANCIS	3,150	1	0.65	200	10	10	5	5	\$210.00	
5-0058	ST. MARY'S CHURCH ST MARY'S SCHOOL	116 E WESLEY	500 375	1 1	0.33 1	4 4	41 94	135	137	0	\$100.00	
5-0063	M R PRESS	304-306 FRANCIS	2,244	1	0.65	200	7	7	0	7	\$294.00	
5-0064	LENORA'S PUB & GRUB (VAC)	300-302 FRANCIS	2,176	0.25	0.5	30	9	9	12	0	\$100.00	
5-0075	COMMONWEALTH CENTER OCCUPIED SQ FT AS OF 8-2007	205-227 E WASHINGTON	276,958 110,000	0.25 1	0.75 0.75	200 200	260 413	673	900	0	\$100.00	
5-0258	CONSUMERS ENERGY (FOR 200)	OTSEGO AVE	386,956	1	0.75	200	1451	1451	1310	0	\$100.00	
7-0001	SQ 1 (OFC BLDG) OCC SQ F 1 VAC SQ FT (9-06)	JACKSON SQ	118,384 20,892	1 0.25	0.75 0.75	200 200	444 20	464	482	0	\$100.00	
7-0001.1	SQ 1 (CONCOURSE) OCC SC 1	JACKSON SQ	18,910	1	0.75	200	71	71	69	2	\$100.00	
7-0001.2	LAND BANK! DO NOT ASSESS banquet, bar & conference capacity restaurant capacity	1 JACKSON SQ	136 710 60	0.25 0.25 0.25	0.5 0.083 0.5	1 2 2	17 7 4	28	0	28	\$1,176.00	
7-0002	CITIZEN'S BANK (DRIVE-THR)	201 N MECHANIC	396	1	0.75	200	1	1	0	1	\$100.00	
TOTALS:							7511	7511	6189	1322	\$40,472.00	\$15,598.00



City of Jackson

161 W. Michigan Ave. • Jackson, MI 49201-1303
(517) 788-4000 • Facsimile (517) 788-4630

MEMORANDUM
February 5, 2009

TO: Lynn Fessel, City Clerk
FROM: Local Officers Compensation Commission
RE: Elected Officials Salary Recommendation

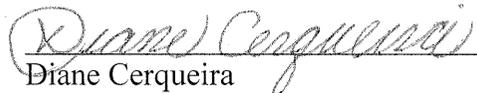
Madam Clerk:

The Local Officers Compensation Commission (LOCC) met on February 5, 2009, to conduct the required biennial review of salaries for local elected officials. After consideration and discussion, the LOCC voted to recommend that the following become the City Treasurer's annual salary:

First year – a three percent (3%) raise on his base salary as of January 1, 2009
Second year – a three percent (3%) raise on his base salary as of January 1, 2010

This salary will become effective, unless rejected by a two-thirds vote of the City Council, within thirty (30) days of filing with your office. Accordingly, please place this item on the next available City Council Agenda.

Respectfully submitted,


Diane Cerqueira
Chair, LOCC

cc: Mayor and City Council
Andrew Wrozek, City Treasurer/Income Tax Administrator
William R. Ross, City Manager
Julius A. Giglio, City Attorney
LOCC Members



City of Jackson

161 W. Michigan Ave. • Jackson, MI 49201-1303
(517) 788-4000 • Facsimile (517) 788-4630

MEMORANDUM
February 5, 2009

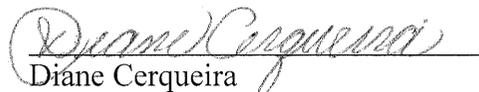
TO: Lynn Fessel, City Clerk
FROM: Local Officers Compensation Commission
RE: Elected Officials Salary Recommendation

Madam Clerk:

The Local Officers Compensation Commission (LOCC) met on February 5, 2009, to conduct the required biennial review of salaries for local elected officials. After consideration and discussion, the LOCC voted to recommend that the current salary of the Mayor be increased by \$-0- for the first year and increased an additional \$-0- for the second year. The LOCC also recommends that each City Council member's salary be increased by \$-0- for the first year and increased an additional \$-0- for the second year.

These salaries will become effective, unless rejected by a two-thirds vote of the City Council, within thirty (30) days of filing with your office. Accordingly, please place this item on the next available City Council Agenda.

Respectfully submitted,


Diane Cerqueira
Chair, LOCC

cc: Mayor and City Council
Andrew Wrozek, City Treasurer/Income Tax Administrator
William R. Ross, City Manager
Julius A. Giglio, City Attorney
LOCC Members

THIRD ADDENDUM TO PURCHASE AGREEMENT

Date of Purchase Agreement:

January 23, 2008

Property Address:

228 West Michigan Avenue, Jackson MI

Seller:

City of Jackson, Michigan

Purchaser:

Hotel Hayes Development, LLC

This Third Addendum to Purchase Agreement is incorporated into the Purchase Agreement between the parties and is to be part of the Agreement. If terms of this Third Addendum conflict with the terms of the First Addendum, the Second Addendum, or the Purchase Agreement, the terms of the Third Addendum shall prevail.

This Third Addendum to Purchase Agreement, made as of the date appearing below, by and between the City of Jackson, a Michigan municipal corporation, with offices located at 161 West Michigan Avenue, Jackson, Michigan 49201 ("Seller"), and Hotel Hayes Development, LLC, a Michigan limited liability company, whose address is P. O. Box 4033, Jackson, Michigan 49204 ("Purchaser"). The parties agree as follows:

1. On January 23, 2008, the Seller and Purchaser entered into a Purchase Agreement for the property located at 228 West Michigan Avenue, Jackson, Michigan ("the Property").

2. On October 9, 2008, the parties executed a Second Addendum to Purchase Agreement that extended the time for closing to February 20, 2009.

3. The parties have entered into a Development Agreement for the Property dated September 23, 2008 ("Development Agreement"). However, the parties need additional time before a closing can be conducted.

4. The parties wish to extend the time for closing until August 21, 2009. Closing to be contingent upon compliance with all preclosing contingencies contained in the Purchase Agreement and Development Agreement.

5. The Development Agreement includes various deadlines that need to be adjusted in light of the revised closing date. The Development Agreement is hereby modified as follows:

1.(A). This Development Agreement shall become null and void unless the parties close on the property by August 21, 2009.

4.E.ii. Substantial Completion of the Development shall occur no later than June 30, 2010.

4.E.iii. Completion of the Development shall occur no later than December 21, 2010.

6. Except as modified herein, all terms, conditions and provisions of the Purchase Agreement, First Addendum, Second Addendum, and Development Agreement shall remain in full force and effect.

The parties hereto have executed this Agreement on the _____ day of _____, 2009.

SELLER:
CITY OF JACKSON, A MICHIGAN
MUNICIPAL CORPORATION

BY: _____
Jerry F. Ludwig, Mayor

BY: _____
Lynn Fessel, City Clerk

PURCHASER:
HOTEL HAYES DEVELOPMENT, L.L.C.,
A MICHIGAN LIMITED LIABILITY COMPANY

BY: _____
Bruce A. Inosencio, Jr.
Its: Attorney

**City of Jackson Police Department
216 East Washington Avenue
Jackson, Michigan 49201
(517) 788-4127**



MEMORANDUM

DATE: February 3, 2009

TO: William R. Ross
City Manager

FROM: Matthew R. Heins
Chief of Police

SUBJECT: January Manager's Report

Chief Matthew Heins

- Attended:
 - Training Consortium Executive Board meeting
 - Meeting with Training Officer regarding expectations
 - Meeting with Staff Sergeant regarding expectations
 - Meeting with P&LR regarding MAPE holiday pay
 - MLK Dinner at JCC
 - Area Chiefs meeting
 - Meeting with Community Action Agency regarding grant monies to produce educational videos for the community
 - Meeting with HRC Chair regarding educational videos for the community
 - Meeting with amateur HAM radio operators
 - Meeting with Prosecutor Zavislak regarding forfeitures
- Closed out 2008 goals
- Created 2009 goals

Deputy Chief John Holda

- Attended:
 - Training Consortium Executive Board
 - 911/CAD Changeover Meeting
 - Department Head Meetings (2)
 - Human Relations Committee (HRC) Meeting
 - Complaint Tracking Software Meeting
 - Goal Setting Meeting
 - Budget Meetings (2)
- Closed out goals for 2008

- MDCs installed and working in all but one vehicle so far. Updated software being installed to address a few minor technical issues.
- First draft of Retention Schedule policy distributed and returned with comments.
- Established goals for 2009

Lt. Aaron Kantor

- Attended:
 - Staff and Command training
 - Local Emergency Planning Committee meeting @ OEM
 - John George Home board meeting
 - Mental Health Court meeting
 - Local Planning Team meeting – Voted on Homeland Security funding proposals
- Other update information
 - Our proposal to update our secondary PSAP with Homeland Security funds was approved at the local level. \$55,811 was allocated toward this. We need to wait for final authorizations from the regional and state level; approval is expected.
 - Completed our Project Safe Neighborhoods report as part of our two PSN grants. Since the grants, we have reviewed 55 gun/gang cases, with six referred for federal prosecution. An additional eight indictments have been obtained as a result of our partnership with the ATF.
 - Working on identifying our most violent parolees in the city. Once they are identified, we will conduct more frequent home visits to deter criminal behavior.

Lt. Christopher Simpson

- Attended:
 - Sexual Assault Task Force meeting at AWARE
 - African American Museum meeting @ Ella Sharp Museum
 - Capital Area Traffic Committee Meeting at ISD
 - Emergency Snow procedures with DPW and Engineering @ DPW
 - Allegiance Health and MDOT meeting at JPD.
 - Commanders Lunch meeting
 - Goal setting meeting with Commanders for 2009
 - Human Service Coordinating Alliance meeting at Health Department
- 12 month evaluations and inspections for supervisors and officers completed throughout month.
- Worked road patrol for 18 hrs for the month of January.