



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

AGENDA – CITY COUNCIL MEETING

March 24, 2009

7:00 p.m.

1. **Call to Order.**
2. **Pledge of Allegiance** – Invocation by Kenneth E. Gaiser, 4th Ward City Councilmember.
3. **Roll Call.**
4. **Adoption of Agenda.**
5. **Presentations/Proclamations.**
 - A. Presentation of speeches of three first place winners of the Human Relations Commission 19th Annual Teressa T. Delph Essay/Oratorical Contest.
 - Third and Fourth Grades – DaQuez Turner, Frost Elementary School
 - Fifth and Sixth Grades - Rachel Walkowski, Frost Elementary School
 - Eighth Grade – Tyler Silvestri, Napoleon Middle School
6. **Citizen Comments. (3-Minute Limit)**
7. **Consent Calendar.**
 - A. Approval of the minutes of the regular City Council meeting of March 10, 2009.
 - B. Approval of the request from Council for the Prevention of Child Abuse & Neglect to have Pinwheels for Prevention at Blackman Park beginning April 1–9, 2009. (Recommended approval received from the Parks/Forestry Departments, and the Downtown Development Authority. Hold Harmless Agreement executed in lieu of insurance coverage.)
 - C. Approval of the request from the March of Dimes to conduct their annual Walk America event on City streets on Sunday, April 26, 2009, from 10:30 a.m. until 5:00 p.m. (walk begins at 2:00 p.m., beginning and ending in Ella Sharp Park. (Recommended approval received from the Police, Fire, Engineering, Public Services and Parks/Forestry Departments. Insurance coverage received and approved.)
 - D. Approval of the request from the Jackson County Rose Festival, Inc., to (1) close W. Wesley Street from First Street to S. Jackson Street, W. Franklin from First Street to S. Jackson Street, Mason Street from First Street to S. Jackson Street, and E. Franklin Street from S. Jackson to Francis Street on Sunday, June 7, 2009, between 10:00 a.m. and 2:00 p.m., (2) close S. Jackson Street from W. Wesley to Wilkins St., Greenwood Avenue from S. Jackson Street to Fourth Street, and Fourth Street from Griswold to Alpine Lake Road between 12:30 p.m. and 3:00 p.m., (3) close Oakwood Drive from E. Hickory to Walnut Lane within Sharp Park, beginning at 10:00 a.m., to conduct the 51st annual Rose Parade, and (4) hold the Party in the Park, at Ella Sharp Park on Sunday, June 7, 2009, beginning at 2:00 p.m. (Recommended approval received from the Police, Fire, Traffic Engineering, Public Works, and Parks/Recreation Departments and the Downtown Development Authority. Proper insurance coverage received.)

- E. Approval of the request from American 1 Federal Credit Union to hold the American 1 Teen Idol Competition at the Riverwalk Amphitheater on Friday, July 10, 2009, from 10:00 a.m. until 9:00 p.m. (event begins at 5:30 p.m.). (Approval recommended by the Police, Fire, Traffic Engineering, Parks/Forestry, and Public Services Departments, the Amphitheater Review Committee, and the Downtown Development Authority. Insurance coverage received and approved.)
 - F. Approval of the request from American 1 Federal Credit Union to hold Movie in the Park at the Riverwalk Amphitheater on Friday, August 21, 2009, from 4:00 p.m. until 11:00 p.m. (event: dark until 11:00 p.m.). (Approval recommended by the Police, Fire, Traffic Engineering, Public Services, and Parks/Forestry Departments, the Amphitheater Review Committee, and the Downtown Development Authority. Insurance coverage received and approved.)
 - G. Approval of the request to extend support for funding of the annual police awards banquet to be held in the Spring of 2009, in accordance with the recommendation of the Chief of Police.
 - H. Approval of Traffic Control Order (TCO) No. 1995, prohibiting parking on the west side of Seymour Street from North Street to 50 feet south of North Street, in accordance with the recommendation of the City Engineer.
 - I. Approval of Traffic Control Order (TCO) No. 1996, removing parking on the north side of Wildwood from Bowen to Grinnell Streets (in compliance with the City's Destination Bike Route Map), in accordance with the recommendation of the City Engineer.
 - J. Referral of an application to the City Planning Commission from Julie Tylutki to rezone property located at 615 Oak, 617 Oak, 616 N. Francis and 618 N. Francis from R-4 to I-1.
 - K. Receipt of the City of Jackson's summary of revenue and expenditures for eight (8) months ended, February 28, 2009.
 - L. Receipt of the Community Development Department CDBG Financial Report through February 28, 2009.
 - M. Receipt of the Dangerous Building Report through February 28, 2009.
8. **Committee Reports.**
- A. Consideration of a recommendation from the Rules and Personnel Committee to amend the Rules for Appointed Officials regarding notification of leave.
9. **Appointments.**
10. **Public Hearings.**
- A. Public hearing on the request for a text amendment to the City's Zoning Ordinance allowing 'automobile, truck and trailer display and sales' as a permitted use in I-1 (light industrial) districts (which will also make it a permitted use in the I-2 district). (City Planning Commission recommends approval.)
 - 1. Consideration of an Ordinance amending Chapter 28, Section 28-71, City Code, allowing 'automobile, truck and trailer display and sales' as permitted use in I-1 districts.
11. **Resolutions.**
- A. Consideration of a resolution regarding the request from The Jackson Basketball Association, that they be recognized as a nonprofit organization operating in the community for the purpose of obtaining charitable gaming licenses.
 - B. Consideration of a resolution approving the cost agreement with the Michigan Department of Transportation for shared maintenance work on a traffic signal at M-50 (Main) @ M-124 (Wamplers Lake, Brooklyn), and authorization for the Mayor and City Clerk to execute the appropriate document(s) for traffic signal control as prepared by the Michigan Department of Transportation, in accordance with the recommendation of the City Engineer.
 - C. Consideration of a resolution approving a list of selected reconstruction and/or rehabilitation street projects for the 2010-2013 Transportation Improvement Plan (TIP),

totaling \$3,088,000.00 in federal funds, in accordance with the recommendation of the City Engineer.

12. **Ordinances.**

- A. Final adoption of Ordinance No. 2009.4, adding Chapter 24, Article IV, City Code, providing Excel-new Urban Limited Dividend Housing Association Limited Partnership be granted Tax Exempt status subject to a Payment In Lieu of Taxes.
- B. Final adoption of Ordinance No. 2009.5, adding Chapter 24, Article V, City Code, providing Excel-new Urban Two Limited Dividend Housing Association Limited Partnership be granted Tax Exempt status subject to a Payment In Lieu of Taxes.

13. **Other Business.**

14. **New Business.**

- A. Consideration of the request to approve the low bid award to Concord Excavating, Concord, in the amount of \$292,840.66, for the Dwight Street Watermain Replacement contract, and authorization for the Mayor and the City Clerk to execute the appropriate contract document(s), in accordance with the recommendation of the City Engineer.

15. **City Councilmembers' Comments.**

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

***17. Executive Session to discuss Labor matters.**

18. **Return to Open Session.**

19. **Adjournment.**

* Item added.

JACKSON CITY COUNCIL MEETING

MINUTES

MARCH 10, 2009

CALL TO ORDER.

The Jackson City Council met in regular session in City Hall and was called to order at 7:03 p.m. by Mayor Jerry F. Ludwig.

PLEDGE OF ALLEGIANCE – INVOCATION.

The Council joined in the pledge of allegiance. Councilmember Greer gave the invocation.

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 R. Ross, City Attorney Julius A. Giglio and City Clerk Lynn Fessel.

AGENDA.

Motion was made by Mayor Ludwig and seconded by Councilmember Greer that Consent Calendar Item E. read “Receipt of” and not “Approval of” and that Item C. be moved from New Business and placed under Return to Open Session, Item B. 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 Greer and seconded by Councilmember Frounfelker to adopt the agenda, as amended above. 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.

PRESENTATIONS/PROCLAMATIONS.

None.

CITIZEN COMMENTS.

Patrick Colligan protested a property cleanup invoice for his rental property located at 212-214 Second Street.

Peter Jobson, Excel Realty Group, asked the Council to support the two PILOT ordinances for the Armory Arts project.

Margaret and Mark Riggle, representing the management of Art 634, asked Council, when it comes to the Armory Arts project, to remember they are not part of the original PUDD and to please not forget them when it comes to parking.

Scott Fleming, Enterprise Group President and CEO, stated the Enterprise Group is fully in favor of keeping the Armory Arts Village an artists' community and asked the Council to support the two PILOT ordinances.

Robert Johnson, President of 5 Leprechauns, LLC, explained that he was the low bidder for the Elnora Moorman Plaza project, but he failed to submit an addendum. He asked the Council to waive the addendum requirement and award the bid to 5 Leprechauns, LLC.

CONSENT CALENDAR.

Motion was made by Councilmember Frounfelker and seconded by Councilmember Greer to approve the following Consent Calendar. 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.

Consent Calendar

- A. Approval of the minutes of the regular City Council meeting of February 24, 2009, and special meeting minutes of March 2, 2009.
- B. Approval of the request to waive the disposal of surplus City property purchasing rule and to allow police canine, Beggy, to be given to Officer William Mills and his family as their personal property after Beggy's retirement from the City, in accordance with the recommendation of the Chief of Police.
- C. Approval of Traffic Control Order (TCO) No. 1994, installing traffic control for southbound traffic on Huron Street at Monroe Street, in accordance with the recommendation of the City Engineer.
- D. Approval of the revised 2009-2010 Community Development Block Grant (CDBG) and HOME Investment Partnership Program Timetable, in accordance with the recommendation of the Community Development Director.
- E. Receipt of the 2009-2010 One-Year Action Plan Draft (5-Year Consolidated Plan), and authorization to disseminate the Plan for a 30-day public comment period, occurring between March 20, 2009, and April 21, 2009, in accordance with the recommendation of the Community Development Director.
- F. Approval of the offer to purchase the City-owned property located at 1514 TenEyck (vacant lot), in the amount of \$400.00, waive a development agreement, conditioned upon the homeowner's combining this parcel with their current property, with a closing date on or before May 1, 2009, and authorization for the Mayor and City Clerk to execute the appropriate document(s), subject to approval and minor modifications by the City Attorney, in accordance with the recommendation of the Community Development Director.

- G. Approval of the payment of the Region 2 Planning Commission Invoice, in the amount of \$9,296.01 for planning services for the month of February 2009, in accordance with the recommendation of the City Manager.
- H. Receipt and approval of the Deficit Elimination Plan for the Ella W. Sharp Park Golf Practice Center Fund #583, in accordance with the recommendation of the Finance Director.

COMMITTEE REPORTS.

None.

APPOINTMENTS.

None.

PUBLIC HEARINGS.

RECESS AS CITY COUNCIL AND CONVENE AS BOARD OF REVIEW.

Motion was made by Councilmember Howe and seconded by Councilmember Greer to recess as City Council and convene as Board of Review. 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.

A. PUBLIC HEARING ON SPECIAL ASSESSMENT ROLL NO. 4173 FOR THE OPERATION OF A METERLESS PARKING SYSTEM IN THE DOWNTOWN AREA.

Mayor Ludwig opened the public hearing. Patrick Colligan, owner of The Rocket, expressed his gratitude for the reduction of his special assessment. No correspondence was received. The Mayor closed the public hearing.

1. RESOLUTION CONFIRMING SPECIAL ASSESSMENT ROLL NO. 4173.

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

B. PUBLIC HEARING ON SPECIAL ASSESSMENT ROLL NO. 4174 FOR THE OPERATION OF A METERLESS PARKING SYSTEM IN THE DOWNTOWN AREA.

Mayor Ludwig opened the public hearing. Brian Surgener, owner of the Jackson Coffee Company, asked the Council to amend the roll and classify the second floor of his building as "Occasional Use." No correspondence was received. The Mayor closed the public hearing.

1. RESOLUTION CONFIRMING SPECIAL ASSESSMENT ROLL NO. 4174.

Motion was made by Councilmember Howe and seconded by Councilmember Breeding to classify the second floor of the Jackson Coffee Company as a "Three-day

Occasional Use,” until the City Planning Commission comes back with a recommendation.

Councilmember Howe wished to withdraw his motion, but there was no action by the Council, so the motion was not withdrawn.

Motion was made by Councilmember Greer and seconded by Councilmember Gaiser to amend the motion that this be referred to the City Planning Commission for a definition of a café. The motion FAILED adoption by the following vote. Yeas: Councilmembers Greer, Gaiser and Frounfelker—3. Nays: Mayor Ludwig and Councilmembers Breeding, Howe and Polaczyk—4. Absent: 0.

The main motion was then voted on and adopted by the following vote. Yeas: Mayor Ludwig and Councilmembers Breeding, Howe, Frounfelker and Polaczyk—5. Nays: Councilmembers Greer and Gaiser—2. Absent: 0.

Motion was made by Councilmember Polaczyk and seconded by Councilmember Frounfelker to adopt the resolution confirming Special Assessment Roll No. 4174, as amended by the action above. 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.

ADJOURN AS BOARD OF REVIEW AND RECONVENE AS CITY COUNCIL.

Motion was made by Councilmember Howe and seconded by Councilmember Greer to adjourn as Board of Review and reconvene as City Council. 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.

C. PUBLIC HEARING TO CONSIDER A BROWNFIELD PLAN FOR 225 N. HORTON STREET (FORMER EDSCHA BUILDING), AS RECOMMENDED BY THE JACKSON BROWNFIELD REDEVELOPMENT AUTHORITY (JBRA).

Mayor Ludwig opened the public hearing. Russell Cox, Cox Brothers Machining, Inc., gave a brief explanation of what his company does and stated he is excited to expand in the City of Jackson. The Mayor closed the public hearing.

1. CONSIDERATION OF A RESOLUTION APPROVING A BROWNFIELD PLAN.

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

D. PUBLIC HEARING ON THE REQUEST FROM COX BROTHERS MACHINING, INC., TO DESIGNATE PROPERTY ENCOMPASSING 225 N. HORTON STREET AS A PLANT REHABILITATION DISTRICT.

Mayor Ludwig opened the public hearing. No one spoke; the Mayor closed the public hearing.

1. CONSIDERTION OF A RESOLUTION DESIGNATING PROPERTY ENCOMPASSING 225 N. HORTON STREET AS PLANT REHABILITATION DISTRICT NO. 17.

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

E. PUBLIC HEARING ON THE REQUEST FROM COX BROTHERS MACHINING, INC., FOR AN INDUSTRIAL FACILITIES TAX EXEMPTION FOR 225 N. HORTON STREET.

Mayor Ludwig opened the public hearing. No one spoke; the Mayor closed the public hearing.

1. CONSIDERATION OF A RESOLUTION APPROVING THE APPLICATION.

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

F. PUBLIC HEARING ON THE REQUEST FROM COX BROTHERS MACHINING, INC., TO TRANSFER AN INDUSTRIAL FACILITIES TAX ABATEMENT FOR PERSONAL PROPERTY FROM BLACKMAN TOWNSHIP TO 225 N. HORTON STREET.

Mayor Ludwig opened the public hearing. No one spoke; the Mayor closed the public hearing.

1. CONSIDERATION OF A RESOLUTION APPROVING THE TRANSFER.

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

G. PUBLIC HEARING TO CONSIDER THE APPROVAL OF AN APPLICATION FOR A PUBLIC ACT 328 OF 1998 PERSONAL PROPERTY TAX EXEMPTION AT 225 N. HORTON STREET.

Mayor Ludwig opened the public hearing. No one spoke; the Mayor closed the public hearing.

1. CONSIDERATION OF A RESOLUTION APPROVING AN APPLICATION.

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

RESOLUTIONS.

- A. CONSIDERATION OF A RESOLUTION REGARDING THE REQUEST FROM THE JACKSON CONVENTION & TOURIST BUREAU, THAT THEY BE RECOGNIZED AS A NONPROFIT ORGANIZATION OPERATING IN THE COMMUNITY FOR THE PURPOSE OF OBTAINING CHARITABLE GAMING LICENSES.**

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

- B. CONSIDERATION OF A RESOLUTION AGREEING TO ENTER INTO AN OPTION FOR HIGHWAY DRAINAGE EASEMENT TO ALLOW THE MICHIGAN DEPARTMENT OF TRANSPORTATION (MDOT) TO PLACE STORM DRAINAGE ACROSS THE WASTEWATER TREATMENT PLANT (WWTP) PROPERTY, AND AUTHORIZATION FOR THE MAYOR AND CITY CLERK TO EXECUTE THE APPROPRIATE DOCUMENT(S).**

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

- C. CONSIDERATION OF A CORRECTIVE RESOLUTION DELETING STENCIL NO. 4-0525 FROM ASSESSMENT ROLL NO. 4141 FOR DELINQUENT MISCELLANEOUS GENERAL FUND ACCOUNTS RECEIVABLE.**

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

ORDINANCES.

- A. FINAL ADOPTION OF ORDINANCE NO. 2009.3, AMENDING VARIOUS SECTIONS OF CHAPTER 2, ARTICLE VI, CITY CODE TO PROVIDE FOR A VESTED FORMER MEMBER'S ANNUITY WITHDRAWAL OPTION UNDER THE GENERAL EMPLOYEE RETIREMENT SYSTEM.**

Motion was made by Councilmember Frounfelker and seconded by Councilmember Polaczyk to adopt Ordinance No. 2009.3. 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.

- B. CONSIDERATION AND ADOPTION, WITH IMMEDIATE AFFECT, OF ORDINANCE NO. 479 AUTHORIZING AND PROVIDING FOR THE ISSUANCE AND SALE OF 2009 WATER REVENUE REFUNDING BONDS.**

Motion was made by Councilmember Frounfelker and seconded by Councilmember Polaczyk to adopt Ordinance No. 479. 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.

C. CONSIDERATION OF TWO PILOT ORDINANCES PROVIDING PAYMENT IN LIEU OF TAXES FOR TWO DEVELOPMENTS AT THE ARMORY ARTS PROJECT.

1. CONSIDERATION OF AN ORDINANCE ADDING CHAPTER 24, ARTICLE IV, CITY CODE, PROVIDING EXCEL-NEW URBAN LIMITED DIVIDEND HOUSING ASSOCIATION LIMITED PARTNERSHIP BE GRANTED TAX EXEMPT STATUS SUBJECT TO A PAYMENT IN LIEU OF TAXES

Motion was made by Councilmember Greer and seconded by Councilmember Howe to approve the ordinance and place it on the next Council meeting agenda for adoption. The motion was adopted by the following vote. Yeas: Mayor Ludwig and Councilmembers Howe, Greer and Polaczyk—4. Nays: Councilmembers Breeding, Gaiser and Frounfelker—3. Absent: 0.

2. CONSIDERATION OF AN ORDINANCE ADDING CHAPTER 24, ARTICLE V, CITY CODE, PROVIDING EXCEL-NEW URBAN TWO LIMITED DIVIDEND HOUSING ASSOCIATION LIMITED PARTNERSHIP BE GRANTED TAX EXEMPT STATUS SUBJECT TO A PAYMENT IN LIEU OF TAXES.

Motion was made by Councilmember Greer and seconded by Councilmember Howe to approve the ordinance, including the language as stated by staff that the effective date of the ordinance be concurrent with the certificate of occupancy, which needs to be issued by April 24, 2014, and place the ordinance on the next Council meeting agenda for adoption. The motion was adopted by the following vote. Yeas: Mayor Ludwig and Councilmembers Howe, Greer and Polaczyk—4. Nays: Councilmembers Breeding, Gaiser and Frounfelker—3. Absent: 0.

Councilmembers Breeding, Gaiser and Frounfelker stated that they could not vote in support of the above ordinances because each PILOT is for 35 years.

OTHER BUSINESS.

None.

NEW BUSINESS.

A. CONSIDERATION OF THE REQUEST TO APPROVE THE SECOND AND FINAL RENEWAL TO THE CONTRACT WITH TARGET MAINTENANCE, MUNITH, MICHIGAN, WITH AN ESTIMATED VALUE OF \$21,199.46, FOR THE 2009 PRIVATE LOT MOWING CONTRACT, AND AUTHORIZATION FOR THE MAYOR AND CITY CLERK TO EXECUTE THE APPROPRIATE CONTRACT DOCUMENT(S), IN ACCORDANCE WITH THE RECOMMENDATION OF THE DIRECTOR OF PUBLIC SERVICES AND THE PURCHASING AGENT.

Motion was made by Councilmember Breeding and seconded by Councilmember Greer to approve the renewal with a value of not-more-than \$15,100.00, which is a 3% increase over last year.

A substitute motion was made by Councilmember Frounfelker and seconded by Councilmember Polaczyk to re-bid the contract. The substitute motion was adopted by the following vote. Yeas: Mayor Ludwig and Councilmembers Breeding, Howe, Greer, Gaiser, Frounfelker and Polaczyk—7. Nays: 0. Absent: 0.

B. CONSIDERATION OF THE REQUEST TO APPROVE A BID AWARD TO TRUCK & TRAILER SPECIALTIES, INC., DUTTON, MICHIGAN, IN THE AMOUNT OF \$76,372.00 FOR TRUCK ATTACHMENTS FOR TWO (2) EACH SINGLE AXLE HOOK LIFT TRUCKS, IN ACCORDANCE WITH THE RECOMMENDATION OF THE DIRECTOR OF PUBLIC SERVICES AND THE PURCHASING AGENT.

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

C. *Moved to Item B. under Return to Open Session.*

CITY COUNCILMEMBERS' COMMENTS.

Councilmember Gaiser distributed photos of the dead end of Hibbard Street and discussed a possible blocked drain, which has caused basements to be flooded. He asked that this matter be investigated and the drain(s) be kept open. He also inquired when the Council would be meeting again to discuss the budget.

Councilmember Frounfelker announced he will hold a 5th Ward Neighborhood meeting on Tuesday, March 31 at 7:00 p.m. in the Council Chambers.

Mayor Ludwig told the Council he will give them each a listing of companies that have been granted tax exemptions (IFTs) from 1997 forward. The listing shows that 84 IFTs were issued and of these 5 companies have moved, 1 company has closed and 2 companies have sold the equipment.

Councilmember Breeding asked who provides oversight on the retained/created jobs stated in the IFT applications.

CITY MANAGER'S COMMENTS.

City Manager Ross stated that both budget and goal-setting workshops need to be scheduled and discussed an option of meeting in the Michigan Municipal League office suite in Lansing.

Motion was made by Councilmember Howe and seconded by Councilmember Breeding to have a goal setting session outside of City Hall, but inside the City limits. The motion was adopted by the following vote. Yeas: Mayor Ludwig and Councilmembers Breeding, Howe, Frounfelker and Polaczyk—5. Nays: Councilmembers Greer and Gaiser—2. Absent: 0.

Mr. Ross reported that 3 street projects funded with the additional funds that MDOT received are in Lansing and we may be among the first to have our projects there and ready to go. The ArtWalk trail and associated items are also in Lansing.

He also remarked that Cox Brothers Machining, Inc. is to be commended. They responded quickly any time information was needed and they are a great company to partner with.

EXECUTIVE SESSION TO DISCUSS A LEGAL OPINION.

Motion was made by Councilmember Greer and seconded by Councilmember Polaczyk to go into closed executive 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.

RETURN TO OPEN SESSION.

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

Item B was considered prior to Item A.

B. CONSIDERATION OF THE REQUEST TO APPROVE A BID AWARD TO CROSS LAKE CONSTRUCTION, HORTON, MICHIGAN, IN THE AMOUNT OF \$83,250.00, FOR CONSTRUCTION OF THE ELNORA MOORMAN PLAZA PROJECT.

Motion was made by Councilmember Frounfelker and seconded by Councilmember Polaczyk to award the bid to 5 Leprechauns, LLC because they are the low bidder and the fact that they did not include Addendum No. 1 is deemed a minor technicality. The motion was adopted by the following vote. Yeas: Mayor Ludwig and Councilmembers Gaiser, Frounfelker and Polaczyk—4. Nays: Councilmembers Breeding, Howe and Greer—3. Absent: 0.

A. CONSIDERATION AND APPROVAL OF OIL AND GAS LEASE BETWEEN WEST BAY EXPLORATION COMPANY AND THE CITY, AND AUTHORIZATION FOR THE MAYOR AND CITY CLERK TO EXECUTE THE APPROPRIATE DOCUMENT(S), AND FOR STAFF TO MAKE MINOR MODIFICATIONS.

Motion was made by Councilmember Greer and seconded by Councilmember Polaczyk to approve the Oil and Gas Lease, authorize the execution of the appropriate document(s) and for staff to make minor modifications. 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 Frounfelker and seconded by Councilmember Polaczyk to adjourn the meeting. The motion was adopted by unanimous voice vote and the meeting adjourned at 9:12 p.m.

Lynn Fessel
City Clerk



City Clerk

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

March 17, 2009

TO: William R. Ross, City Manager
FROM: Angela Arnold, Deputy City Clerk 
RE: Council for the Prevention of Child Abuse & Neglect

The Council for the Prevention of Child Abuse & Neglect is requesting to plant a “pinwheel garden” at Blackman Park for display April 1 – 9, 2009. April is Child Abuse Prevention month, and this would bring attention to their cause.

Recommended approvals have been received from the Parks/Forestry Department and the Downtown Development Authority. A Hold Harmless agreement has been executed in lieu of insurance.

Please place this request on the Council’s March 24th consent calendar for their consideration.

Attachment



CITY OF JACKSON
SPECIAL EVENT APPLICATION

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

Date Received By Clerk's Office: 3/9/2009 Time: 4:20 pm By: A. Arnold

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

Sponsoring Organization's Legal Name: Council for the Prevention of Child Abuse + Neglect

Organization Address: 606 Greenwood Place - Jackson

Organization Agent: Michele Bowersox Title: Int. Executive Director

Phone: Work 517-788-4239 Home 734-433-9390 During event N/A

Agent's Address: same as above

Agent's E-Mail Address: mbowersox@childandparentcenter.com

Event Name: Pinwheels for Prevention

Please give a brief description of the proposed special event: April is Child Abuse Prevention Month.

We would like to plant a "pinwheel garden" - on April 1st. The pinwheels are 12" high and we have a 3' x 10' banner that explains why they are there. ¹⁰⁰⁻²⁰⁰ The message is positive. ^{staked in the ground}

Event Day(s) & Date(s): 4-1-09 Event Time(s): continuous

Set-Up Date & Time: 4-1-09 @ 8:00 am Tear-Down Date & Time: 4-8-09 earlier date if we need to

Event Location: Blackman Park

ANNUAL EVENT: Is this event expected to occur next year? YES maybe NO How many years has this event occurred? 1st year here but it is statewide

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

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

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

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

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



CITY OF JACKSON

SPECIAL EVENT APPLICATION, Page 2

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

ENTERTAINMENT: Are there any entertainment features related to this event? YES NO

If yes, provide an attachment listing all bands/performers, type of entertainment, and performance schedule.

ATTENDANCE: What is the expected (estimated) attendance for this event? N/A

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

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

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

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

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

none

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

Low Hazard - request waiver

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

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

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

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

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

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

3-9-09

Date

Michelle Bowles

Signature of Sponsoring Organization's Agent

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

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

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

Event Title: **Pinwheels for Prevention: April 1 – 9, 2009**

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

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

Police Dept: <u> N/A </u>	Recommend Approval: YES NO	Est. Economic Impact: \$ <u> N/A </u>
Fire Dept.: <u> N/A </u>	Recommend Approval: YES NO	Est. Economic Impact: \$ <u> N/A </u>
Traffic Eng.: <u> N/A </u>	Recommend Approval: YES NO	Est. Economic Impact: \$ <u> N/A </u>
Public Services: <u> N/A </u>	Recommend Approval: YES NO	Est. Economic Impact: \$ <u> N/A </u>
Parks/Forestry: <u> T. Steiger </u>	Recommend Approval: YES NO	Est. Economic Impact: \$ <u> -0- </u>
DDA: <u> J. Greene </u>	Recommend Approval: YES NO	Est. Economic Impact: \$ <u> -0- </u>

Have businesses been notified for street closures?: YES NO

Reason for disapproval: _____

Any special requirements/conditions:

Insurance/Indemnification Received: 03/10/2009 Insurance Approved: _____

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



City Clerk

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

March 17, 2009

TO: William R. Ross, City Manager
FROM: Angela Arnold, Deputy City Clerk
RE: March of Dimes March for Babies

The March of Dimes is requesting to hold their March for Babies event, beginning and ending at Ella Sharp Park on Sunday, April 26, 2009. The event is an approximate four-mile walk on city sidewalks and throughout Ella Sharp Park and will begin at 2:00 p.m.

Recommended approvals have been received from the Police, Fire, Public Works and Parks/Recreation Departments. Proper insurance has been received.

Please place this request on the Council's March 24th consent calendar for their consideration.

Attachment



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

Date Received By Clerk's Office: 2/23/09 Time: _____ By: A. Arnold

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

Sponsoring Organization's Legal Name: March of Dimes

Organization Address: 2450 Delhi Commence Dr. #9B, Holt, MI

Organization Agent: Shannon Pearce Title: Asst. Community Director

Phone: Work (517) 699-4863 x12 Home _____ During event 745-0514 cell

Agent's Address: Same as above Lucinda Schultz

Agent's E-Mail Address: SPearce@MarchofDimes.com

Event Name: March of Dimes, March for Babies

Please give a brief description of the proposed special event: Approx. 4 mile walk beginning and ending at Sharp Park Pool.

Event Day(s) & Date(s): April 26, 2009 Event Time(s): 1:00pm Registrations - 2:00pm WALK

Set-Up Date & Time: 4/26/09 10:30 A.M. Tear-Down Date & Time: Walk ends approx.

Event Location: See Attached Map. 4:30 - 5:00pm

ANNUAL EVENT: Is this event expected to occur next year? YES NO How many years has this event occurred? 10 - 13

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

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

RESERVED PARKING: Are you requesting reserved parking? YES NO
 If yes, list the number of street spaces, City lots or locations where parking is requested:
We plan to use existing parking near Sharp Park Pool/along road in Park.

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

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

If yes, are liquor license and liquor liability insurance attached? YES NO
 If yes, what time? _____ until _____



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

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

Local D.J. Services as MC only.

ATTENDANCE: What is the expected (estimated) attendance for this event? 300-500

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

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

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

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

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

2/21/09
 Date

Lucinda A. Scholtz
 Signature of Sponsoring Organization's Agent

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

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

Event Title: **March of Dimes, March for Babies: Sunday, April 26, 2009**

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

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

Police Dept: C. Simpson Recommend Approval: YES NO Est. Economic Impact: \$ 100.00.

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

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

Public Services: S. Porter Recommend Approval: YES NO Est. Economic Impact: \$ 500.00

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

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

Have businesses been notified for street closures?: YES NO

Reason for disapproval: _____

Any special requirements/conditions:

Insurance/Indemnification Received: 02/23/2009 Insurance Approved: 03/04/2009

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

RECEIVED
CITY of JACKSON
FEB 23 2009
CLERK'S OFFICE



BY _____

February 21, 2009

Ms. Angella Arnold
Deputy City Clerk, City of Jackson
161 W. Michigan
Jackson, MI 49201

March of Dimes Foundation

Lansing Division
2450 Delhi Commerce Drive Suite 9B
Holt, MI 48842-2193
Telephone (517) 699-4863
Fax (517) 699-8184
MI630@marchofdimes.com
www.marchofdimes.com/michigan

marchforbabies.org

Dear Angella:

The March of Dimes has been privileged to work with the City Council in the past years to host their annual March of Dimes – Walk for Babies Event at Ella Sharp Park.

The March of Dimes is requesting to again hold March for Babies Event at the Ella Sharp Park on Sunday, April 26th, 2009, at 2:00pm. The Jackson March for Babies Committee would like to begin set up at 10:30am and the walk would conclude at 5:00pm. We appreciate your support and leadership in working together to ensure that one-day all babies will be born healthy and strong.

Our annual request includes assistance from several City of Jackson Departments. For the last several years, the Department of Public Works, Parks & Recreation, Fire Department and Police Department have been gracious enough to provide us with their support. I would like to ask for their assistance again this year.

Department of Public Works

Trash barrels at each of the checkpoints along the route.
Use of the large portable stage at Pool house at Sharp Park

Rec. Department

Authorization to use Pool house for start and finish of walk.
Electricity at Pool house
Restrooms open at Pool house
Trash Barrels at Pool house and checkpoints inside the park
Picnic Tables at Pool house

Jackson Police Department

During the registration period prior to the walk, many Team Captains turn in their pledge envelopes. Often a significant amount of money is involved, and we would appreciate having an officer on hand to provide security. If you cannot assign someone to this task, perhaps a volunteer could be recruited. Registration begins at 1:00pm and the walk starts at 2:00 p.m., so the time involved would only be about an hour.

March of Dimes
February 20, 2009
Page Two

Police Reserve Officers will also be needed to assist with some traffic control, particularly at Fourth Street and the entry to Sharp Park, High and Fourth Streets, High and West Avenue when the largest bulk of walkers pass through those intersections. We only expect this assistance if no overtime is required and officers would be free to respond as needed to emergency calls.

Jackson Fire Department

For the past several years, one of the fire apparatus has led the walkers on the first leg of the walk. They have also provided some standby EMS service. We expect their presence only if no overtime will be incurred, and they would be free to respond to emergency calls.

We hope that the City Council will continue to support the March of Dimes and commit to helping save babies. I have included a map listing the route for the March for Babies. On behalf of the March of Dimes, we would like to thank the City Council for your outstanding support, community involvement and commitment. If you have any additional questions, feel free to contact me at 768-6073.

Thank you for your consideration, assistance and cooperation!

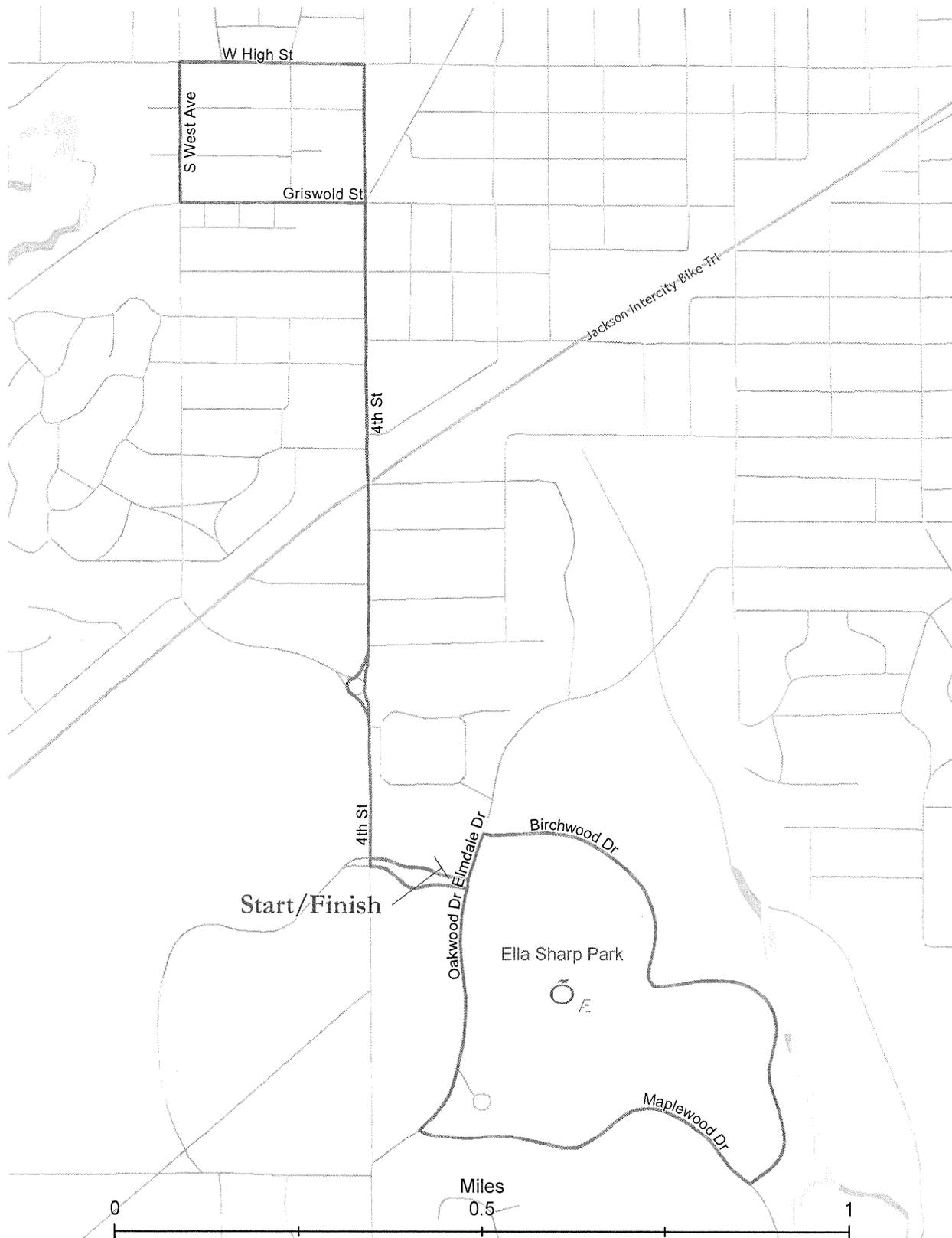
Sincerely,

A handwritten signature in cursive script that reads "Lucinda Schultz".

Lucinda Schultz
Logistics Chair, Jackson Walk America 2009 Committee

Jackson March For Babies

April 26, 2009





City Clerk

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

March 17, 2009

TO: William R. Ross, City Manager
FROM: Angela Arnold, Deputy City Clerk *Angela*
RE: Jackson County Rose Festival Parade and Party in the Park

The Jackson County Rose Festival, Inc., is requesting closure of the following streets to hold the 51st annual Rose Parade on Sunday, June 7, 2009:

W. Wesley from First Street to S. Jackson Street (beginning at 10:00 a.m.)
W. Franklin Street from First St. to S. Jackson St. (beginning at 10:00 a.m.)
Mason St. from First St. to S. Jackson St. (beginning at 10:00 a.m.)
E. Franklin Street from S. Jackson Street to Francis Street (beginning at 10:00 a.m.)
S. Jackson St. from W. Wesley to Wilkins St. (beginning at 12:30 p.m.)
Greenwood Avenue from S. Jackson to Fourth Street (beginning at 12:30 p.m.)
Fourth Street from Griswold to Alpine Lake Rd. (beginning at 12:30 p.m.)
Oakwood Drive from E. Hickory to Walnut Lane (beginning at 10:00 a.m.)

Following the parade they are requesting to hold the Party in the Park, with food, family style entertainment and activities within Ella Sharp Park, beginning at 2:00 p.m.

Recommended approvals have been received from the Police, Fire, Traffic Engineering, Public Works and Parks & Recreation Departments and the Downtown Development Authority. Proper insurance has been received.

Please place this request on the Council's March 24th consent calendar for their consideration.

Attachment



CITY OF JACKSON
SPECIAL EVENT APPLICATION

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

Date Received By Clerk's Office: 1/2/09 Time: 8 AM By: A. Howard

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

Sponsoring Organization's Legal Name: Jackson County Rose Festival, Inc.

Organization Address: 1/2 American 1FCU 718 E. Michigan Ave. Jackson 49201

Organization Agent: Liz Niles Title: Rose Parade/Party In the Park Chair

Phone: Work 780-4139 Home 392-3106 Rose Festival Board member
During event 392-3106

Agent's Address: 1456 Sarossy Lake Rd Grass Lake MI 49240

Agent's E-Mail Address: lniles@a1fcu.org

Event Name: Jackson County Rose Parade and Party in the Park

Please give a brief description of the proposed special event: Jackson tradition for over 50 years held for the benefit of the community. Parade and after parade activities held with a family atmosphere for all to enjoy.

Event Day(s) & Date(s): June 7, 2009 Event Time(s): See attached

Set-Up Date & Time: See attached Tear-Down Date & Time: See attached

Event Location: Parade - streets of Jackson - Party in the Park - Ella Sharp Park

ANNUAL EVENT: Is this event expected to occur next year? YES NO How many years has this event occurred? 51 years

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

STREET CLOSURES: Start Date/ Time: See attached through Date/ Time: See attached

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

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

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

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

If yes, what time? _____ until _____



**Executive Board
of Directors**

President

Stefanie Riggs
(517) 474-1422
sriggs@gantons.com

Vice President

Beth Blank
(517) 914-5122
Beth_Blank@cable.comcast.com

Secretary

Julie Craft
(517) 262-5850
jcraft@modempool.com

Treasurer

Jim Francis
(517) 474-0093
jfrancis@Jacksoncu.com



**Rose Parade &
Party In The Park**

Liz Niles
(517) 780-4139
lniles@a1fcu.org

Rosequeen Pageant

Keri Hoch
(517) 206-4180
klhoch@hotmail.com

Candie Hoch
(517) 206-5850
clhoch@hotmail.com

Afterglow
Julie Craft

Craft Show
Lisa Schweizer
(517) 740-5965

Sponsorship & Donations

Beth Blank
Julie Craft

Publicity & Advertising

Angie Trolz
(517) 764-6070
atrolz@nfed.org

December 30, 2008

City of Jackson
161 W. Michigan Ave.
Jackson, MI 49201

Dear City Officials,

On behalf of the Rose Festival I would like to thank you for your cooperation in the many changes that took place for the 2008 Rose Parade and Party in the Park. Without your support, we could not have made the 50th anniversary of the Rose Festival such a grand celebration. The change of the parade route and the re-introduction of the after-parade activities at Ella Sharp Park were a wonderful success and we're looking forward to another fabulous year for the Rose Festival.

Enclosed you will find the application for street closures for the 2009 Rose Parade & Party in the Park. The response we received from the community on the route change was very positive and we would like to continue to utilize the same route again this year. Due to the increased interest from the community for participation in the parade, I will be requesting an additional street closure for staging of the parade. This is included and highlighted in red on the street closure detail sheet. I have talked with Bob Dietz in the City Engineering Department already in regards to this addition in anticipation of this new request.

We are hoping with the momentum started in 2008, our 2009 Rose Parade and Party in the Park will be even more attended and enjoyed by our residents and city guests. With your help, we will try our best to make that happen.

Please contact me when the application is placed on the agenda for City Counsel approval and I will plan to attend the meeting to answer any questions you may have about the event.

Sincerely,

A handwritten signature in cursive script that reads 'Liz Niles'.

Liz Niles
Rose Festival Board Member
Rose Parade and Party in the Park Committee Chair



Jackson County Rose Festival Parade - June 7, 2009

Street Closure Timeline

Closing schedule request for Sunday, June 7, 2009:

Close at 10:00 a.m. to 2:00 p.m. – Blocked at all cross roads and alleys

W. Wesley from First Street to South Jackson Street

W. Franklin from First Street to South Jackson Street

Mason Street from First to South Jackson Street

E. Franklin from South Jackson Street to Francis Street

Close at 12:30 p.m. to 3:00 p.m. – Blocked at all cross roads and alleys

South Jackson Street from W. Wesley St. to Wilkins

Greenwood Avenue from South Jackson Street to Fourth Street

Fourth Street from Griswold to Alpine Lake Rd.

Set Up Dates/Times & Tear Down Dates/Times

Parade Set Up – Sunday, June 7, 2009:

Parade Support set up starts at 9:00 a.m.

Parade participants start arriving at 11:00 a.m.

Parade starts at 1:00 p.m.

Parade Tear Down – Sunday, June 7, 2009:

Parade approximate end time 2:30 p.m. – Streets open

Jackson County Rose Festival Party in the Park (PITP) – June 7, 2009 - immediately following Rose Parade

Street Closure Timeline

Closing schedule request for Sunday, June 7, 2009:

Close at 10:00 a.m.

Oakwood Drive from East Hickory to Walnut Lane (In Sharp Park)

Set Up Dates/Times & Tear Down Dates/Times

PITP Set Up at Ella Sharp Park/Museum – Saturday, June 6, 2009 & Sunday, June 7, 2009

PITP Activities in the park start 2:00 p.m. (tentative) on Sunday, June 7, 2009

Tentative list of events:

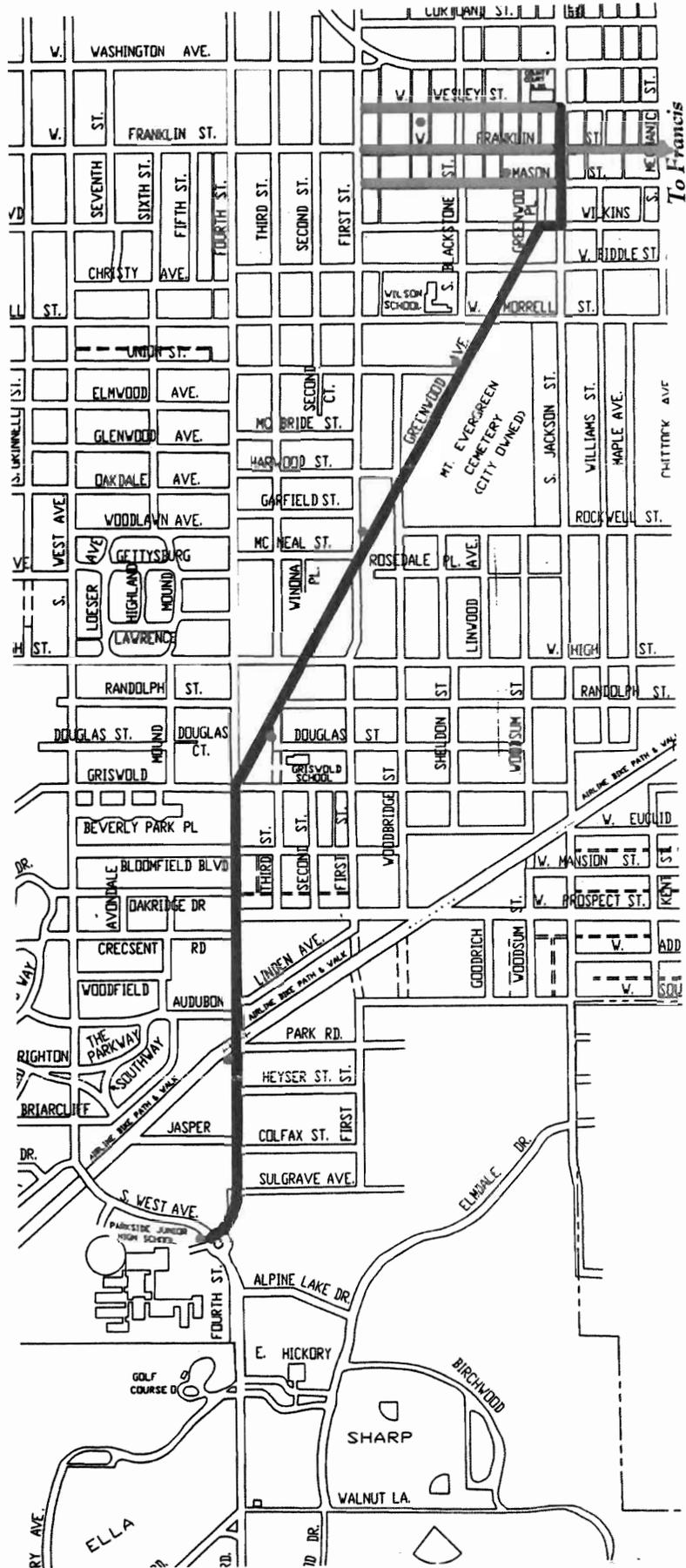
- Kids Activities
- Entertainment (family style)
- Chicken BBQ
- Rosequeen & Court appearance
- & More (TBA)

— Parade Route
Parade route is 1.8 miles.

— Parade Staging

• **Portable Rest Rooms**

Parade route will end at the Middle School at Parkside parking lot. Areas will be roped off specifically for parade entries to park and will have monitors in lot.





ENTERTAINMENT: Are there any entertainment features related to this event? YES NO

If yes, provide an attachment listing all bands/performers, type of entertainment, and performance schedule. *Not scheduled yet - family friendly*

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

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

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

12 @ parade (2 HCP)

REST ROOMS: Are you planning to provide portable rest rooms at the event? YES NO If yes, how many? *12 @ Park (2 HCP)*

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

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

Would like to invite as many City departments to participate in parade & City Police attendance along parade route & at park after parade.

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

Our current policy is still in effect & cannot be renewed until closer to date of event. Certificate will be provided as soon as policy is renewed - approximately in May - early June.

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

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

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

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

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

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

12/30/08
Date

[Signature]
Signature of Sponsoring Organization's Agent

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

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

Event Title: **Jackson County Rose Parade and Party in the Park : Sunday, June 7, 2009**

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

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

Police Dept: C. Simpson Recommend Approval: YES NO Est. Economic Impact: \$ 900.00.

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

Traffic Eng.: R. Dietz Recommend Approval: YES NO Est. Economic Impact: \$ 771.47

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

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

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

Have businesses been notified for street closures?: YES NO

Reason for disapproval: _____

Any special requirements/conditions:

Insurance/Indemnification Received: 03/17/2009 Insurance Approved: 03/17/2009

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



City Clerk

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

March 17, 2009

TO: William R. Ross, City Manager

FROM: Angela Arnold, Deputy City Clerk

RE: American 1 Teen Idol

The American 1 Federal Credit Union is requesting to hold their annual Teen Idol singing competition at the Riverwalk Amphitheatre on Friday, July 10, 2009, beginning at 5:30 p.m.

Recommended approvals have been received from the Police, Fire, Traffic Engineering, Public Works and Parks/Forestry Departments and the Downtown Development Authority. Proper insurance has been received.

Please place this request on the Council's March 24th consent calendar for their consideration.

Attachment



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

Date Received By Clerk's Office: 11/25/08 Time: 8 AM By: A Arnold

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

Sponsoring Organization's Legal Name: American 1 Federal Credit Union

Organization Address: 718 E. Michigan Ave., Jackson MI 49201

Organization Agent: Liz Niles Title: Community Relations Manager

Phone: Work 780-4139 Home 522 4732 During event 392 3106

Agent's Address: Same as above

Agent's E-Mail Address: lniles@a1fcu.org

Event Name: American 1 Teen Idol

Please give a brief description of the proposed special event: Teen singing competition. 10 finalist compete for a \$2,000 savings bond & trip voucher to a future Fox Broadcasting American Idol audition location.

Event Day(s) & Date(s): Friday, July 10, 2009 Event Time(s): 5:30pm

Set-Up Date & Time: Fri, July 10 - 11 AM Tear-Down Date & Time: Fri, July 10 - 9pm

Event Location: Riverwalk Amphitheatre

ANNUAL EVENT: Is this event expected to occur next year? YES NO How many years has this event occurred? 6

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

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

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

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

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



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

ENTERTAINMENT: Are there any entertainment features related to this event? YES NO

If yes, provide an attachment listing all bands/performers, type of entertainment, and performance schedule. *- 10 audition teen finalists*

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

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

REST ROOMS: Are you planning to provide portable rest rooms at the event? YES NO If yes, how many? 2
 As an event organizer, you must consider the availability of rest room facilities during this event. Consideration should be made regarding the type of event, the length of time it will be held, the number of people, etc. You must determine the rest room facilities in the immediate area of the event venue and then identify the potential need for portable facilities. Remember to identify accessible facilities for ADA requirements as well.

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

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

NA

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

11/2/10
 Date

[Signature]
 Signature of Sponsoring Organization's Agent

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

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

Event Title: **American 1 Teen Idol: Friday, July 10, 2009**

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

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

Police Dept: C. Simpson Recommend Approval: YES NO Est. Economic Impact: \$ -0-
Fire Dept.: L. Bosell Recommend Approval: YES NO Est. Economic Impact: \$ -0-
Traffic Eng.: R. Dietz Recommend Approval: YES NO Est. Economic Impact: \$ -0-
Public Services: S. Porter Recommend Approval: YES NO Est. Economic Impact: \$ 100.00
Parks/Forestry: T. Steiger Recommend Approval: YES NO Est. Economic Impact: \$ -0-
DDA: J. Greene Recommend Approval: YES NO Est. Economic Impact: \$ -0-

Have businesses been notified for street closures?: YES NO

Reason for disapproval: _____

Any special requirements/conditions: _____

Insurance/Indemnification Received: 11/25/2008 Insurance Approved: 11/26/2008

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



City Clerk

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

March 17, 2009

TO: William R. Ross, City Manager

FROM: Angela Arnold, Deputy City Clerk

RE: American 1 Movie in the Park

The American 1 Federal Credit Union is requesting to hold their annual Movie in the Park event at the Riverwalk Amphitheatre on Friday, August 21, 2009, beginning at approximately 9:30 p.m. This is a free, family friendly event for the community.

Recommended approvals have been received from the Police, Fire, Traffic Engineering, Public Works and Parks/Forestry Departments and the Downtown Development Authority. Proper insurance has been received.

Please place this request on the Council's March 24th consent calendar for their consideration.

Attachment



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

Date Received By Clerk's Office: 11/25/08 Time: 8 AM By: A Arnold

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

Sponsoring Organization's Legal Name: American 1 Federal Credit Union
Organization Address: 718 E. Michigan Ave., Jackson 49201
Organization Agent: Liz Niles Title: Community Relations Manager
Phone: Work 780 4139 Home 522 4732 During event 392 3106
Agent's Address: Same as above
Agent's E-Mail Address: lniles@a1fcu.org
Event Name: Movie in the Park

Please give a brief description of the proposed special event: Free family friendly movie shown for community.

Event Day(s) & Date(s): Fri, Aug. 21, 2009 Event Time(s): Dark (9:30 pm) - Movie End (11 pm)
Set-Up Date & Time: Fri, Aug. 21 - 4pm Tear-Down Date & Time: Fri, Aug 21 - 11pm
Event Location: Riverwalk Amphitheatre

ANNUAL EVENT: Is this event expected to occur next year? YES NO How many years has this event occurred? 3

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

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

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

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

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



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

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

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

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

REST ROOMS: Are you planning to provide portable rest rooms at the event? YES NO If yes, how many? 2
 As an event organizer, you must consider the availability of rest room facilities during this event. Consideration should be made regarding the type of event, the length of time it will be held, the number of people, etc. You must determine the rest room facilities in the immediate area of the event venue and then identify the potential need for portable facilities. Remember to identify accessible facilities for ADA requirements as well.

OTHER REQUESTS: (i.e., Police Department assistance, Fire Dept., street closures, electrical, etc.)
Lamp Posts closest to amphitheatre off and north side of CMS Energy Headquarters lights out from 9-11pm
Civil work with EMS energy on this as we did in 2008

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

NA

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

11/21/08
 Date

[Signature]
 Signature of Sponsoring Organization's Agent

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

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

Event Title: **American 1 Movie in the Park: Friday, August 21, 2009**

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

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

Police Dept: <u>C. Simpson</u>	Recommend Approval: <u>YES</u> NO	Est. Economic Impact: \$ <u>-0-</u>
Fire Dept.: <u>L. Bosell</u>	Recommend Approval: <u>YES</u> NO	Est. Economic Impact: \$ <u>-0-</u>
Traffic Eng.: <u>R. Dietz</u>	Recommend Approval: <u>YES</u> NO	Est. Economic Impact: \$ <u>-0-</u>
Public Services: <u>S. Porter</u>	Recommend Approval: <u>YES</u> NO	Est. Economic Impact: \$ <u>100.00</u>
Parks/Forestry: <u>T. Steiger</u>	Recommend Approval: <u>YES</u> NO	Est. Economic Impact: \$ <u>-0-</u>
DDA: <u>J. Greene</u>	Recommend Approval: <u>YES</u> NO	Est. Economic Impact: \$ <u>-0-</u>

Have businesses been notified for street closures?: YES NO

Reason for disapproval: _____

Any special requirements/conditions:

Insurance/Indemnification Received: 11/25/2008 Insurance Approved: 11/26/2008

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

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



MEMORANDUM

DATE: March 11, 2009

TO: William Ross
City Manager

FROM: Matthew R. Heins
Chief of Police

SUBJECT: Police Awards Banquet

In previous years, we have held an annual banquet to recognize the fine work our employees have accomplished over the previous 12 months. Although the police department previously budgeted \$2500 for this event, we have reduced our estimated cost of the banquet to \$500. In order to hold our banquet, we must obtain approval from the City Council to hold this event.

I am seeking authorization to hold the annual police awards banquet in the spring of 2009.

Please place this item on the March 24, 2009 City Council agenda for approval.

Thank you.



161 W. Michigan Avenue - Jackson, MI 49201
Telephone: (517) 788-4160 — Facsimile: (517) 788-4639

DATE: March 2, 2009
TO: William R. Ross, City Manager
FROM: Jon H. Dowling, P.E., City Engineer
RE: Traffic Control Order 1995

The Department of Engineering has received a request from the Jackson Police Department that to ensure the safety of school buses turning from eastbound North Street to southbound Seymour Street we needed to investigate the removal of parking on the west side of Seymour Street south of North Street for a short distance. Since this part of Seymour Street is 24 feet wide from curb, it is our recommendation that on the west side of Seymour Street from North Street to 50 feet south of North Street, parking shall be prohibited.

With your concurrence, I request the attached TCO 1995 be submitted to Council for their approval. If you have any questions, please do not hesitate to contact me.

JD:tjs

c: Matt Heins, Chief of Police
Lynne Fessel, Clerk
Randy McMunn, P.E., Assistant City Engineer
Bob Dietz, Parking Manager/Engineering Assistant

CITY OF JACKSON, MICHIGAN
TRAFFIC ENGINEERING DIVISION
Traffic Control Order No. 1995

LOCATION: Seymour Street

DATE: February 26, 2009

ASSIGNED TO: Engineering

TCO DESCRIPTION

At the request of a Jackson Police Department officer for the safety of school buses turning from eastbound North Street to southbound Seymour Street investigate the removal of parking on the west side of Seymour Street south of North Street for a short distance.

BY JON H. DOWLING, P.E.

RECOMMENDATION

As this section of Seymour Street is 24 feet wide from curb to curb it is recommended that on the west side of Seymour Street from North Street to 50 feet south of North Street parking shall be prohibited.

APPROVED **REJECTED**

DATE:

BY CITY COUNCIL

WORK ASSIGNMENT: To Sign Shop

DATE:

TO:

BY JON H. DOWLING, P.E.

MATERIAL USED

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

ASSIGNMENT COMPLETED

DATE: **BY: Sign Shop**

WORK INSPECTED

REMARKS:

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

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



161 W. Michigan Avenue - Jackson, MI 49201
Telephone: (517) 788-4160 — Facsimile: (517) 788-4639

DATE: March 3, 2009
TO: William R. Ross, City Manager
FROM: Jon H. Dowling, P.E., City Engineer
RE: Request to Approve TCO 1996, Removal of Parking on Wildwood

The Destination Based Bike Routes Map in the City's 2003 Comprehensive Plan designates Wildwood from Daniel to Michigan Avenue as a proposed bike route. With the reconstruction of Wildwood from West Avenue to Steward, in front of Jackson High School, bike lanes were installed.

This year's Wildwood construction will accommodate bicycles between Daniel and Wisner with shared roadway lanes. Also, part of this year's project on Wildwood we are milling and resurfacing from Wisner to West Avenue leaving the existing curb and gutter in place. Currently on Wildwood from Bowen to Grinnell parking is allowed on the north side of the street. On street parking increases the potential for conflicts between motor vehicles and bicyclists. The existing road is not wide enough to allow for shared roadway lanes with the parking lane and meet design standards.

There are ten houses on the north side of Wildwood between Bowen and Grinnell. Three of these houses have drives coming off the side streets with the rest having driveways onto Wildwood. Most of the time there are no cars parked on Wildwood and when any are parked, it is usually only one or two.

The City Council adopted the complete streets resolution on June 27, 2006 to accommodate all modes of traffic including bicycles and pedestrians in our street designs. This resolution was presented by the Walkable Communities Task Force to provide health benefits to the City's residents.

Based on the bike route map approved by City Council on December 16, 2003 and the design standards for bicycle facilities, the Department of Engineering recommends removing the parking on the north side of Wildwood from Bowen to Grinnell. With your concurrence, I request that this recommendation be submitted to City Council with Traffic Control Order (TCO) 1996 for their approval.

CITY OF JACKSON, MICHIGAN

TRAFFIC ENGINEERING DIVISION

Traffic Control Order No. 1996

LOCATION: Wildwood Avenue: Bowen to Grinnell

DATE: March 3, 2009

ASSIGNED TO: Engineering

TCO DESCRIPTION

The City of Jackson will begin construction on Wildwood from Daniel to Michigan Avenue this summer. The Department of Engineering wants to ensure the project follows the City's Destination Based Bike Route in the 2003 Comprehensive Plan.

BY JON H. DOWLING, P.E.

RECOMMENDATION

Based on the Bike Route Map approved by the City Council on December 16, 2003 and the Design Standards for Bicycle Facilities, the Department of Engineering recommends the removal of parking on the north side of Wildwood from Bowen to Grinnell.

APPROVED **REJECTED** **DATE:** _____ **BY CITY COUNCIL**

WORK ASSIGNMENT: To Sign Shop

DATE:

TO:

BY JON H. DOWLING, P.E.

MATERIAL USED

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

ASSIGNMENT COMPLETED

DATE: _____ **BY: Sign Shop**

WORK INSPECTED

REMARKS:

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

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



City Clerk

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

March 17, 2009

TO: William R. Ross, City Manager
FROM: Angela Arnold, Deputy City Clerk *Angela*
RE: APPLICATION FOR REZONING – JULIE TYLUTKI

Attached please find an application from Julie Tylutki requesting a zoning change for property located at 615 Oak, 617 Oak, 616 N. Francis and 618 N. Francis from R-4 to I-1.

Please place the attached application on the City Council's March 24th agenda for referral to the City Planning Commission.

Thank you.

/aa
Attachment



Application for District Change (Rezoning)
Before the City Planning Commission
City of Jackson, Michigan

1. Application PC - Date Filed: / /
To be filled out by R2PC Staff To be filled out by R2PC Staff

2. Julie Tytkki Name(s)
726 Bloomfield Blvd Street Address
Jackson, MI 49203 (517) 414-0611 City State Zip Phone Number **Owners** **Occupants** **Buyers**
Status of the Applicant* (Circle One)

of the property located at: 615, 616, 617, 618 Oak, 49201
Street Address N. Francis Zip Code
 property identification #: on back

I (we) respectfully request a determination be made by the City Planning Commission on the following change of zoning as provided in §28-183 of the Zoning Ordinance:

3. Current zoning: R-1 R-2 R-3 **R-4** R-5 R-6 C-1 C-2 C-3 C-4 I-1 I-2 PUDD
Circle One
 Proposed zoning: R-1 R-2 R-3 R-4 R-5 R-6 C-1 C-2 C-3 C-4 **I-1** I-2
Circle One

The proposed use is: In the event of a fire I would be unable to rebuild. Also I'm currently prohibited from making any physical or structural changes or expansion to the building.

5. I certify that the information provided above is correct to the best of my belief and knowledge.

Julie Tytkki Owner Name & Title
[Signature] Signature

6. **City Clerk Use Only:**
 Date: 3/2/09 Fee: \$ 530.00 Receipt #: 1116091

* If the applicant is not the owner of the property, a letter of consent from the property owner must accompany this application. PK

C: M+CC, CM, Police, Fire, Insp., Eng, DPS



City of Jackson, Michigan Financial Statements

As of and For the 8 Months Ended February 28, 2009
(Unaudited)

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

City of Jackson, Michigan
General Fund Expenditure Summary
As of and For the 8 Months Ended February 28, 2009
(Prepared on the Adopted Budget - Basis)

Function Department	2008/09 Amended Budget	Actual Month To Date	Actual Year To Date	Percent Spent	Variance - Favorable (Unfavorable)
<u>Legislative :</u>					
101-101 City Council	91,382	5,854	59,436	65.04%	31,946
<u>Judicial:</u>					
101-103 Charter Review Committee	15,000	0	77	0.51%	14,923
101-137 Administrative Hearings Bureau	39,819	1,919	13,765	34.57%	26,054
	54,819	1,919	13,842	35.08%	40,977
<u>General Government :</u>					
101-172 City Manager	255,147	19,527	161,646	63.35%	93,501
101-192 City Clerk-Elections	168,852	6,011	127,285	75.38%	41,567
101-201 Finance	426,424	27,109	281,227	65.95%	145,197
101-209 City Assessor	423,335	34,555	282,797	66.80%	140,538
101-210 City Attorney	539,623	41,966	343,765	63.70%	195,858
101-215 City Clerk	208,224	15,733	140,571	67.51%	67,653
101-226 Personnel	358,602	23,430	250,463	69.84%	108,139
101-233 Purchasing	169,173	12,224	112,736	66.64%	56,437
101-253 City Treasurer	341,120	26,507	205,677	60.29%	135,443
101-254 City Income Tax	280,016	18,782	162,091	57.89%	117,925
101-258 Management Information Services	344,284	21,718	214,802	62.39%	129,482
101-265 City Hall & Grounds	323,258	31,080	220,980	68.36%	102,278
101-276 Cemeteries	487,796	26,022	316,508	64.89%	171,288
101-299 Unallocated	491,817	63,076	357,640	72.72%	134,177
	4,817,671	367,740	3,178,188	65.97%	1,639,483
<u>Police Department :</u>					
101-301 Police	8,999,923	660,367	5,942,930	66.03%	3,056,993
101-303 Police Youth Services - JPS	314,947	23,450	209,005	66.36%	105,942
101-308 STEP Grants	20,733	0	20,733	100.00%	0
101-311 JCCA Grant	11,429	329	11,090	N/A	339
101-313 Consortium Training	33,754	1,190	16,669	49.38%	17,085
101-314 In-Service Training	15,450	75	8,864	57.37%	6,586
	9,396,236	685,411	6,209,291	66.08%	3,186,945
<u>Fire Department :</u>					
101-337 Fire Administration	289,679	21,655	189,171	65.30%	100,508
101-340 Fire Suppression	5,119,121	395,869	3,296,895	64.40%	1,822,226
101-341 Fire Prevention	84,145	4,272	33,030	39.25%	51,115
101-343 Fire Training	238,985	12,632	136,995	57.32%	101,990
	5,731,930	434,428	3,656,091	63.78%	2,075,839
<u>Other Public Safety :</u>					
101-350 Public Safety - Unallocated	1,345,312	171,061	942,526	70.06%	402,786
101-401 Planning	99,768	27,177	93,325	93.54%	6,443
101-426 Office of Emergency Measures	64,311	9,053	32,770	50.96%	31,541
	1,509,391	207,291	1,068,621	70.80%	440,770

(Continued -)

City of Jackson, Michigan
General Fund Expenditure Summary
As of and For the 8 Months Ended February 28, 2009
(Prepared on the Adopted Budget - Basis)

- Continued -

Function Department	2008/09 Amended Budget	Actual Month To Date	Actual Year To Date	Percent Spent	Variance - Favorable (Unfavorable)
<u>Public Works :</u>					
101-441 Tax Property Maintenance	10,000	300	5,276	52.76%	4,724
101-442 Civic Affairs	73,358	2,002	30,876	42.09%	42,482
101-445 Drains at Large	72,053	5,788	24,182	33.56%	47,871
101-446 Storm Drain Construction	98,000	241	39,549	40.36%	58,451
101-447 Grounds Maintenance	177,108	3,950	121,637	68.68%	55,471
101-448 Sidewalk Construction	130,000	0	100,965	77.67%	29,035
101-450 Street Lighting	407,231	42,933	284,446	69.85%	122,785
101-455 Weed Control	23,684	0	10,574	44.65%	13,110
	991,434	55,214	617,505	62.28%	373,929
<u>Recreation & Culture :</u>					
101-690 Forestry	577,031	58,098	457,443	79.28%	119,588
101-692 Parks, Recreation & Grounds Admin.	761,911	54,725	506,942	66.54%	254,969
101-697 Parks & Facilities Maintenance	515,050	42,023	348,194	67.60%	166,856
101-698 Lt. Nixon Memorial Pool	165,932	2,467	107,919	65.04%	58,013
101-699 Sharp Park Swimming Pool	132,195	241	84,166	63.67%	48,029
101-803 Historical District	38,100	0	6,365	16.71%	31,735
	2,190,219	157,554	1,511,029	68.99%	679,190
<u>Health & Welfare :</u>					
101-896 Human Relations	63,043	4,059	48,891	77.55%	14,152
<u>Contributions to Other Funds:</u>					
101-999 Contributions to Other Funds:	299,663	0	0	0.00%	299,663
Total General Fund Expenditures	25,145,788	1,919,470	16,362,894	65.07%	8,782,894

City of Jackson
All Other Funds - Expenditure Summary
As of and For the 8 Months Ended February 28, 2009
(Prepared on the Adopted Budget - Basis)

Fund Type/Fund Name		2008/09 Amended Budget	Actual Month To Date	Actual Year To Date	Percent Spent	Variance - Favorable (Unfavorable)
<u>Special Revenue Funds :</u>						
202	Major Street	6,154,159	144,881	2,750,717	44.70%	3,403,442
203	Local Street	1,065,972	(10,739)	805,328	75.55%	260,644
208	Ella W. Sharp Park Operating	757,037	26,857	477,757	63.11%	279,280
210	Land Acquisition Fund	50,000	4,626	31,830	63.66%	18,170
211	Housing Initiative Fund	47,775	722	7,436	15.56%	40,339
245	Public Improvement	1,355,583	241	170,786	12.60%	1,184,797
249	Building Department	528,917	29,550	292,020	55.21%	236,897
257	Budget Stabilization	65,000	0	0	0.00%	65,000
265	Drug Law Enforcement	57,452	4,951	55,400	96.43%	2,052
266	Project Safe Neighborhood Grant	0	2,366	24,573	N/A	(24,573) <i>Note 2</i>
268	BYRNE/JAG Grants	11,689	10,115	43,999	376.41%	(32,310) <i>Note 2</i>
270	LAWNET Grant	84,066	8,986	79,833	94.96%	4,233
288	Lead Hazard Control Grant	1,432,783	67,361	558,912	39.01%	873,871
293	Waterfront Redevelopment Grant	256,310	0	2,000	0.78%	254,310
295	2008 Brownfield Assessment Grant	300,000	30,984	89,507	29.84%	210,493
296	Recreation Activity	307,896	21,090	107,176	34.81%	200,720
297	JPS Recreation Millage Program	258,000	22,217	172,836	66.99%	85,164
<u>Debt Service Funds :</u>						
323	Mich. Urban Land Assembly D/S	144,000	12,000	96,000	66.67%	48,000
324	2003 MTF Bond D/S	279,005	15,420	278,780	99.92%	225
365	City Hall D/S	601,586	0	210,668	35.02%	390,918
368	Building Authority D/S	128,500	0	127,900	99.53%	600
395	2001 DDA TIF D/S	1,051,513	0	202,981	19.30%	848,532
398	2002 BRA TIF D/S	565,148	0	232,449	41.13%	332,699
399	2007 BRA TIF Refunding D/S	450,304	0	209,902	46.61%	240,402
<u>Capital Projects Funds :</u>						
401	Capital Projects Fund	415,075	5,601	221,476	53.36%	193,599
402	Water Equipment and Replacement	2,239,424	17,251	773,952	34.56%	1,465,472
404	Sanitary Sewer Maintenance Fund	501,025	29,520	292,375	58.36%	208,650
405	Sanitary Sewer Replacement	836,500	1,479	427,599	51.12%	408,901
406	Wastewater Equipment Replacement	460,000	43,125	1,432,020	311.31%	(972,020) <i>Note 2</i>
494	Brownfield Redevelopment Authority	1,267,763	2,014	475,532	37.51%	792,231
496	DDA Project	1,227,002	30,989	363,568	29.63%	863,434
<u>Enterprise Funds :</u>						
583	Sharp Park Golf Practice Center	83,265	0	30,738	36.92%	52,527
585	Auto Parking System	102,733	2,899	38,668	37.64%	64,065
586	Parking Assessment	208,643	6,936	94,512	45.30%	114,131
590	Sewer	6,620,897	382,605	3,220,992	48.65%	3,399,905
591	Water	8,492,452	520,087	4,499,918	52.99%	3,992,534
599	Parking Deck Fund	433,237	14,783	119,637	27.61%	313,600

(Continued -)

City of Jackson
All Other Funds - Expenditure Summary
As of and For the 8 Months Ended February 28, 2009
(Prepared on the Adopted Budget - Basis)

- Continued -

Fund Type/Fund Name		2008/09 Amended Budget	Actual Month To Date	Actual Year To Date	Percent Spent	Variance - Favorable (Unfavorable)
<u>Internal Service Funds :</u>						
641	Public Works Administration	667,550	42,270	386,238	57.86%	281,312
642	Engineering Administration	338,770	22,507	242,178	71.49%	96,592
643	Local Site Remediation Revolving	300,000	0	0	0.00%	300,000
661	Motor Pool and Garage	1,719,056	134,171	1,022,244	59.47%	696,812
663	Equipment Revolving Fund	58,484	0	51,273	87.67%	7,211
677	Workers' Compensation	299,450	17,698	122,375	40.87%	177,075
678	Prescription Drug	950,700	78,585	541,244	56.93%	409,456
679	Health Care Deductible Reimbursement	194,300	10,052	124,987	64.33%	69,313
<u>Trust & Agency Funds :</u>						
702	County & School Tax Collection	140,000	0	0	0.00%	140,000
711	Cemetery Perpetual Maintenance	71,000	0	4,289	6.04%	66,711
718	Ella W. Sharp Endowment	55,000	0	0	0.00%	55,000
731	Employees' Retirement System	2,180,000	245,636	1,465,091	67.21%	714,909
732	Policemen's/Firemen's Pension	1,310,000	0	478,855	36.55%	831,145
733	Policemen's/Firemen's Pens.-345	3,350,000	539,726	2,742,263	81.86%	607,737
736	Public Employees Health Care	10,000	0	19,095	190.95%	(9,095) <i>Note 2</i>
<u>Special Assessment Funds :</u>						
895	Special Assessment	641,801	232,359	232,359	36.20%	409,442

City of Jackson
All Funds - Revenue Summary
As of and For the 8 Months Ended February 28, 2009

Fund/Fund Name	2008/09 Amended Budget	Actual Month To Date	Actual Year To Date	Percent Collected
<u>General Fund :</u>				
Property Taxes	7,718,516	34,716	6,845,562	88.69%
Income Taxes	8,575,000	894,978	5,479,883	63.91%
Licenses & Permits	237,250	66,161	121,107	51.05%
Federal Grants	15,517	0	113,537	731.69%
State Grants	113,070	0	8,439	7.46%
State Revenue Sharing	5,260,054	26,779	3,099,818	58.93%
Contributions From Local Units	168,984	4,841	88,671	52.47%
Charges For Goods & Services	1,141,121	17,613	298,435	26.15%
Fines & Forfeits	274,500	19,504	140,608	51.22%
Investment Income	300,000	2,390	32,055	10.69%
Contributions From Other Funds	282,000	241	74,549	26.44%
Miscellaneous	528,755	6,932	264,659	50.05%
Total General Fund Revenues	<u>24,614,767</u>	<u>1,074,155</u>	<u>16,567,323</u>	<u>67.31%</u>
<u>Special Revenue Funds :</u>				
202 Major Street	5,994,531	355,792	2,292,963	38.25%
203 Local Street	962,395	66,425	302,315	31.41%
208 Ella W. Sharp Park Operating	758,000	0	309,065	40.77%
210 Land Acquisition Fund	28,000	0	95	0.34%
211 Housing Initiative Fund	50,000	0	0	0.00%
245 Public Improvement	1,227,000	5,240	1,075,565	87.66%
249 Building Inspection	529,200	16,519	219,203	41.42%
257 Budget Stabilization	65,000	1,849	21,573	33.19%
265 Drug Law Enforcement	44,905	(9,094)	119,273	265.61%
266 Project Safe Neighborhood Grant	0	0	14,126	N/A Note 2
268 BYRNE/JAG Grants	11,689	0	0	0.00%
270 LАWNET Grant	84,066	4,493	70,794	84.21%
288 Lead Hazard Control Grant	1,432,783	0	194,972	13.61%
293 Waterfront Redevelopment Grant	256,294	0	0	0.00%
295 2008 Brownfield Assessment Grant	300,000	0	58,523	19.51%
296 Recreation Activity	312,000	20,158	97,395	31.22%
297 JPS Recreation Millage Program	258,000	0	125,000	48.45%
<u>Debt Service Funds :</u>				
323 Mich. Urban Land Assembly D/S	144,000	12,000	96,000	66.67%
324 2003 MTF Bond D/S	279,005	15,420	278,780	99.92%
365 2003 City Hall D/S	584,000	1,453	534,349	91.50%
368 Building Authority D/S	128,500	0	127,900	99.53%
395 2001 DDA TIF D/S	1,051,000	0	202,981	19.31%
398 2002 BRA TIF D/S	565,000	0	232,449	41.14%
399 2007 BRA TIF Refunding D/S	450,000	0	209,902	46.64%
<u>Capital Projects Funds :</u>				
401 Capital Projects Fund	415,075	0	81	0.02%
402 Water Equipment and Replacement	1,775,000	145,716	1,162,776	65.51%
404 Sanitary Sewer Maintenance Fund	501,025	29,520	292,275	58.34%
405 Sanitary Sewer Replacement	698,000	5,614	450,491	64.54%
406 Wastewater Equip. Replacement	660,000	53,844	445,914	67.56%

(Continued-)

City of Jackson
All Funds - Revenue Summary
As of and For the 8 Months Ended February 28, 2009

- Continued -

Fund/Fund Name	2008/09 Amended Budget	Actual Month To Date	Actual Year To Date	Percent Collected
<u>Capital Projects Funds : (Continued)</u>				
494 Brownfield Redevelopment Authority	1,535,700	2,676	35,142	2.29%
496 DDA Project	1,072,326	1,460	17,711	1.65%
<u>Enterprise Funds :</u>				
583 Sharp Park Golf Practice Center	75,700	0	20,707	27.35%
585 Auto Parking System	111,608	1,565	47,471	42.53%
586 Parking Assessment	192,276	5,150	48,322	25.13%
590 Sewer	5,616,000	4,385	3,148,103	56.06%
591 Water	6,850,600	466,604	4,512,665	65.87%
599 Parking Deck Fund	281,155	1,205	262,356	93.31%
<u>Internal Service Funds :</u>				
641 Public Works Administration	668,000	51,453	443,582	66.40%
642 Engineering Administration	340,000	27,829	253,659	74.61%
643 Local Site Remediation Revolving	205,500	172	2,005	0.98%
661 Motor Pool and Garage	1,345,972	(41,308)	881,539	65.49%
663 Equipment Revolving Fund	58,484	0	51,273	87.67%
677 Workers' Compensation	375,600	20,170	203,066	54.06%
678 Prescription Drug	1,208,300	73,019	697,682	57.74%
679 Health Care Deductible Reimb.	437,350	25,187	266,267	60.88%
<u>Trust & Agency Funds :</u>				
702 County & School Tax Collection	140,000	1,195	36,403	26.00%
711 Cemetery Perpetual Maintenance	106,000	2,315	146,409	138.12%
718 Ella W. Sharp Endowment	55,000	0	0	0.00%
731 Employees' Retirement System	2,056,911	(2,148,738)	(8,667,810)	-421.40%
732 Policemen's/Firemen's Pension	1,261,212	0	(988,031)	-78.34%
733 Policemen's/Firemen's Pension-345	6,139,716	(51,508)	(6,990,347)	-113.85%
736 Public Employees Health Care	11,000	0	(12,268)	-111.53%
<u>Special Assessment Funds :</u>				
895 Special Assessment	641,801	233,151	242,958	37.86%

City of Jackson
Notes to Revenue & Expenditure Summaries
As of and For the 8 Months Ended February 28, 2009

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

Note 2: Budget amendments are pending that will eliminate these variances.



Community Development

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

March 18, 2009

TO: William R. Ross, City Manager
FROM: **Carol L. Konieczki, Community Development Director**
RE: CDBG Financial Summary through February 2009

Attached is a Financial Summary for the CDBG funds through February 2009.

Please place this item for consideration on the March 24, 2009 City Council agenda.

Cc: Michelle Pultz, Project Coordinator

CLK:hls

City of Jackson
Community Development Block Grant
Monthly Financial Summary
For the Eight Months Ended February 28, 2009

	<u>Budgeted</u>	<u>Expended Prior Year</u>	<u>Actual Month-to-Date</u>	<u>Actual Year-to-Date</u>	<u>Total Funds Expended- to-Date</u>	<u>Balance</u>	<u>Percent Spent</u>
<u>Public Services</u>							
1 American Red Cross							
FY 2007/2008	3,000	2,033	-	967	3,000	-	100.0%
FY 2008/2009	2,000	-	765	1,024	1,024	976	51.2%
2 Big Brothers Big Sisters	2,000	-	-	2,000	2,000	-	100.0%
3 Center for Family Health	25,000	-	-	-	-	25,000	0.0%
4 Fair Housing Services (FY 2004/2005)	10,000	-	-	-	-	10,000	0.0%
5 Family Services & Children's Aid	5,000	-	-	2,244	2,244	2,756	44.9%
6 Florence Crittendon - Male Transition Program							
FY 2007/2008	4,788	3,961	-	827	4,788	-	100.0%
FY 2008/2009	2,500	-	-	-	-	2,500	0.0%
7 Florence Crittendon - Reporting Center for Youth							
FY 2007/2008	5,400	2,119	-	-	2,119	3,281	39.2%
FY 2008/2009	3,000	-	-	-	-	3,000	0.0%
8 Human Relations Comm (Cool Cities Youth Council)							
FY 2007/2008	5,000	1,739	-	-	1,739	3,261	34.8%
FY 2008/2009	1,000	-	-	-	-	1,000	0.0%
9 Jackson Affordable Housing Programs							
FY 2007/2008	29,200	24,419	1,102	4,781	29,200	-	100.0%
FY 2008/2009	30,273	-	2,584	4,106	4,106	26,167	13.6%
10 Jackson School of the Arts	1,500	-	-	1,500	1,500	-	100.0%
11 Legal Services of SE Michigan (FY 2007/2008)	1,500	128	449	533	661	839	44.1%
12 MLK Summer Program	35,000	-	-	35,000	35,000	-	100.0%
13 Neighborhood Resource Centers							
FY 2007/2008	15,000	13,326	-	1,674	15,000	-	100.0%
FY 2008/2009	12,000	-	1,468	8,248	8,248	3,752	68.7%
14 Northeast School Dental Clinic (FY 2005/2006)	25,000	24,896	-	-	24,896	104	99.6%
15 Partnership Park-After School Programs	5,000	-	-	-	-	5,000	0.0%
16 Resident Officer Program-Property Expenses (FY 2004/2005)	3,993	3,317	-	676	3,993	-	100.0%
17 Salvation Army - Heating Assistance							
FY 2007/2008	68,108	60,000	2,946	2,946	62,946	5,162	92.4%
FY 2008/2009	63,000	-	-	-	-	63,000	0.0%
18 United Way - 211 Services	10,000	-	-	5,000	5,000	5,000	50.0%

	Budgeted	Expended Prior Year	Actual Month-to-Date	Actual Year-to-Date	Total Funds Expended- to-Date	Balance	Percent Spent
19 Administration & Planning							
FY 2007/2008	344,100	200,627	554	143,473	344,100	-	100.0%
FY 2008/2009	248,600	-	27,809	27,809	27,809	220,791	11.2%
Other Projects							
20 City Code Enforcement Division							
FY 2007/2008	532,545	416,531	-	116,014	532,545	-	100.0%
FY 2008/2009	500,000	-	36,181	201,557	201,557	298,443	40.3%
21 City Housing Rehabilitation Projects:							
Owner Occupied Housing Rehabilitation							
FY 2005/2006	292,000	209,612	-	82,388	292,000	-	100.0%
FY 2006/2007	59,000	-	-	59,000	59,000	-	100.0%
FY 2007/2008	309,035	-	6,624	9,770	9,770	299,265	3.2%
FY 2008/2009	58,980	-	-	-	-	58,980	0.0%
City Emergency Hazard Repair Program							
FY 2007/2008	50,000	11,446	-	38,554	50,000	-	100.0%
FY 2008/2009	175,000	-	13,053	59,635	59,635	115,365	34.1%
New Neighbor Program (FY 2005/2006)	80,000	58,755	-	5,327	64,082	15,918	80.1%
World Changers							
FY 2007/2008	45,000	32,829	-	3,151	35,980	9,020	80.0%
FY 2008/2009	38,250	-	-	-	-	38,250	0.0%
Spring Cleanup	5,000	4,428	-	-	4,428	572	88.6%
City Rehab Administration (Denied Loans)							
FY 2007/2008	1,000	331	(165)	504	835	165	83.5%
FY 2008/2009	3,000	-	(614)	-	-	3,000	0.0%
22 Downtown Development Authority - Façade Loans							
FY 2006/2007	60,000	38,000	-	22,000	60,000	-	100.0%
FY 2007/2008	15,000	-	-	12,820	12,820	2,180	85.5%
FY 2008/2009	18,000	-	-	-	-	18,000	0.0%
23 John George Home - building repairs	50,000	-	-	-	-	50,000	0.0%
24 Grace Haven - shelter repairs	18,000	-	-	-	-	18,000	0.0%
25 Michigan Theater - plumbing repairs	4,000	-	-	4,000	4,000	-	100.0%
26 Jackson Friendly Home - elevator	30,000	-	-	-	-	30,000	0.0%
27 Street Construction - Milwaukee (FY 2006/2007)	98,000	78,152	-	-	78,152	19,848	79.7%
28 Street Construction - High to Morrell (FY 2006/2007)	398,000	322,720	-	-	322,720	75,280	81.1%
29 Street Construction - Elm (FY 2006/2007)	99,400	60,953	-	-	60,953	38,447	61.3%
30 Rotary Park Improvements	35,000	-	-	-	-	35,000	0.0%
31 Public Works - curb ramps	40,000	-	-	-	-	40,000	0.0%
32 Tree Removal/Replacement	25,000	-	-	9,480	9,480	15,520	37.9%

	<u>Budgeted</u>	<u>Expended Prior Year</u>	<u>Actual Month-to-Date</u>	<u>Actual Year-to-Date</u>	<u>Total Funds Expended- to-Date</u>	<u>Balance</u>	<u>Percent Spent</u>
33 Enterprise Group - Operations (FY 2006/2007)	7,500	-	-	-	-	7,500	0.0%
34 Job Creation Loans (FY 2006/2007)							
FY 2006/2007	30,000	-	-	-	-	30,000	0.0%
FY 2008/2009	34,000	-	-	-	-	34,000	0.0%
35 Enterprise Group-Incubator Bldg Imp (FY 2006/2007)	18,000	6,926	-	-	6,926	11,074	38.5%
36 Riverwalk Project (FY 2005/2006)	70,000	27,480	-	-	27,480	42,520	39.3%
37 Acquisition/Demolition - CAA (FY 2005/2006)	259,103	235,603	-	-	235,603	23,500	90.9%
38 Demolitions - Building Inspection (FY 2005/2006)							
FY 2005/2006	40,846	20,795	-	8,800	29,595	11,251	72.5%
FY 2007/2008	48,046	-	-	-	-	48,046	0.0%

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



Department of Community Development

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

Administrative Services
(517) 788-4060

Building Inspection
(517) 788-4012

Rehabilitation Services & Information
(517) 788-4070

Date: March 11, 2009

To: Building Code Board of Examiners and Appeals Members

From: Frank Donovan, Chief Building Official

Subject: Dangerous Building Report

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

Page 1	Dangerous Building Report Summary Sheet
Page 2 - 29	Condemned Properties (Dangerous and Unsafe)
Page 30 -31	Hazardous Properties (Secured and Released)
Pages 22	Unfit for Human Habitation (Notice to Vacate)

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

FD/smp



CITY OF JACKSON

DANGEROUS BUILDING REPORT SUMMARY SHEET

	Jan-09	Feb-09	Mar-09	Apr-09	May-09	Jun-09	YTD Total
CONDEMNED PROPERTIES (DANGEROUS AND UNSAFE)	40	36					76
CONDEMNED PROPERTIES THAT HAVE BEEN REPAIRED	2	6					8
CONDEMNED PROPERTIES THAT HAVE BEEN DEMOLISHED	0	3					3
HAZARDOUS PROPERTIES	5	9					14
UNFIT FOR HUMAN HABITATION (NOTICE TO VACATE)	0	2					2

CITY OF JACKSON

CONDEMNED PROPERTIES

(Dangerous and Unsafe)

Property Address (Stencil #)	Date and reason for condemnation	Summary of Activities and Building Code Board of Appeals actions
122 W Argyle St (8-2384) Property Resource Connection LLC Accessory Building	02/05/09 Detached accessory building (shed) foundation has settled to point that north and south gable walls are pushing away from building. South gable end doors settled/falling.	= 02/05/09 Condemned house. 02/10/09 Notice and Order mailed to owner(s). Owner was given 4 weeks to have permits pulled and 90 days to complete repairs. 05/11/09 reinspection scheduled. Permit Information: Demolition permit issued 2/12/09, finalized 2/18/09. Current Status: Shed demolished, released from condemnation.
137 Arnold St (8-2217) Galaxy Properties of Marshall, LLC Single Family Dwelling	10/21/08 Open and accessible and unstable support column on front porch.	10/21/08 Condemned house. 11/05/08 Emergency Order signed. 11/06/08 Property secured by DPW. 11/12/08 Notice and Order mailed to owner(s). 01/05/09 Reinspection conducted; no change in status. 01/23/09 Staff recommended UPHOLDING Notice and Order. 01/23/09 Board UPHELD Notice and Order, bids to be requested for demolition. Permit Information: No permits issued to date. Current Status: 03/10/09 Bids for demolition requested.

CITY OF JACKSON

CONDEMNED PROPERTIES

(Dangerous and Unsafe)

Property Address (Stencil #)	Date and reason for condemnation	Summary of Activities and Building Code Board of Appeals actions
131 W Biddle St (4-0721.2) Brian Surgener Single Family Dwelling	12/24/08 Fire damage and open windows on upper level.	= 12/24/08 Condemned house. 12/25/08 Property secured by owner. 01/08/09 Notice and Order mailed to owner(s). 02/17/09 reinspection conducted. Property is secured and owner plans on demolishing. 03/05/09 Owner called, will be demolishing property soon. Permit Information: No permits issued to date. Current Status: Property scheduled for BCBA hearing on 03/20/09. 03/05/09 Act 495 Funds have been received.
320 W Biddle St (4-0549) Deutsche Bank Natl Trust Single Family Dwelling	10/17/08 Open front and back door and broken windows. Interior unfit for human habitation.	10/17/08 Condemned house. 10/24/08 Emergency Order signed. 10/27/08 Property secured by DPW. 10/29/08 Notice and Order mailed to owner(s). 12/08/08 reinspection conducted; property is secured and roof is tarped. 01/23/09 Staff recommended UPHOLDING Notice and Order. 01/23/09 Board UPHELD Notice and Order, bids to be requested for demolition. Permit Information: No permits issued to date. Current Status: Awaiting NSP funds for demolition.

CITY OF JACKSON

CONDEMNED PROPERTIES

(Dangerous and Unsafe)

Property Address (Stencil #)	Date and reason for condemnation	Summary of Activities and Building Code Board of Appeals actions
511 W Biddle St (3-1925) Montez/Jennifer Smith Garage	02/20/09 Foundation has caved from underneath north, south and west walls. Wall framing not supported or bearing on foundation.	= 02/20/09 Condemned house. 02/26/09 Notice and Order mailed to owner(s). Owner was given 45 days to complete repairs. 04/13/09 reinspection scheduled. Permit Information: No permits issued to date. Current Status: Property is being monitored by Inspection Division. Will only go to Building Code Board of Appeals if owner does not comply with the Notice and Order.
605 W Biddle St (3-1943) Lowe Agnes Pearline Porch	11/26/08 Improper support of porch roof and deteriorated porch roof.	11/26/08 Condemned porch. 12/12/08 Notice and Order mailed to owner(s). 02/19/09 reinspection scheduled. Permit Information: No permits issued to date. Current Status: Property scheduled for BCBA hearing on 03/20/09.
726 N Blackstone St (1-0373) Bonnie Thompson Garage	10/29/08 Deteriorated and decayed garage roof.	10/29/08 Condemned garage. 11/04/08 Notice and Order mailed to owner(s). 02/19/09 reinspection conducted. No change in condition. Permit Information: No permits issued to date. Current Status: Property scheduled for BCBA hearing on 03/20/09.

CITY OF JACKSON

CONDEMNED PROPERTIES

(Dangerous and Unsafe)

Property Address (Stencil #)	Date and reason for condemnation	Summary of Activities and Building Code Board of Appeals actions
813 Center St (2-1663) Robert Sorey Single Family Dwelling	12/24/08 Fire damage and open windows on upper level.	= 12/24/08 Condemned house. 12/30/08 Emergency Order signed. 01/05/09 Property secured by DPW. 01/08/09 Notice and Order mailed to owner(s). Permit Information: Building permit issued 01/14/09, no inspections. Electrical permit issued 01/07/09; 01/13/09 service approved. Current Status: Property scheduled for BCBA hearing on 05/22/09. ACT 495 Funds have not been received.
1019 Chittock Ave (5-0674) Montez/Jennifer Smith Single Family Dwelling	10/29/08 Fire damage and open window on upper level and wall space.	10/29/08 Condemned house. 11/04/08 Emergency Order signed. 11/05/08 Property secured by DPW. 11/12/08 Notice and Order mailed to owner(s). 01/05/09 Reinspection conducted; no change in status. 01/23/09 Staff recommended UPHOLDING Notice and Order. 01/23/09 Board UPHELD Notice and Order, bids to be requested for demolition. Permit Information: No permits issued to date. Current Status: Awaiting NSP funds for demolition. ACT 495 Funds have not been received.

CITY OF JACKSON

CONDEMNED PROPERTIES

(Dangerous and Unsafe)

Property Address (Stencil #)	Date and reason for condemnation	Summary of Activities and Building Code Board of Appeals actions
122 N Dwight St (7-1233) Mervin Halsey Two Unit Dwelling	08/14/08 Open doors, windows and basement windows, unfit for human habitation.	= 08/14/08 Condemned house. 08/25/08 Emergency Order signed. 08/26/08 Property secured by DPW. 09/04/08 Notice and Order mailed to owner(s). 01/23/09 Staff recommended UPHOLDING Notice and Order. 01/23/09 Board continued until the February meeting to try and contact owner. 02/20/09 Staff recommended UPHOLDING Notice and Order. 02/20/09 Board UPHELD Notice and Order, bids to be requested for demolition. Permit Information: No permit issued to date. Current Status: Notice and Order UPHELD, bids for demolition to be requested 03/16/09.
1502 First St (3-2348) Rizwana Bashir Antenna	02/13/09 Antenna in danger of falling.	02/13/09 Condemned antenna. 02/17/09 Notice and Order mailed to owner(s). Owner was given 3 weeks to complete repairs. 03/13/09 Reinspection scheduled. Permit Information: No permits issued to date. Current Status: Property is being monitored by Inspection Division. Will only go to Building Code Board of Appeals if owner does not comply with the Notice and Order.

CITY OF JACKSON

CONDEMNED PROPERTIES

(Dangerous and Unsafe)

Property Address (Stencil #)	Date and reason for condemnation	Summary of Activities and Building Code Board of Appeals actions
<p>201 Fourth St (3-0167) Caesare Blythe Garage</p>	<p>10/10/08 Deteriorated and decayed garage (roof has a large hole, walls bowing, roof is sagging).</p>	<p>=</p> <p>10/10/08 Condemned garage. 10/27/08 Notice and Order mailed to owner(s). 01/05/09 reinspection conducted; no change in status.</p> <p>01/23/09 Staff recommended continuing until February so Bank can get an estimate. 01/23/09 Board continued until the February meeting.</p> <p>02/20/09 Staff recommended releasing, owner has completed repairs. 02/20/09 Board dismissed.</p> <p>Permit Information: No permits issued to date.</p> <p>Current Status: Property has been repaired by owner, released from condemnation.</p>
<p>910 Fourth St (3-1519) Mark/Angela Coleman Single Family Dwelling</p>	<p>02/02/09 Fire damage to 2nd floor bedroom and closet area. Attic window above air conditioner unit open and accessible.</p>	<p>02/02/09 Condemned house. 02/17/09 Inspection scheduled for interior of dwelling. 02/26/09 Notice and Order mailed to owner(s). Owner given 1 month to pull permits and 3 months to complete repairs 05/27/09 Reinspection scheduled.</p> <p>Permit Information: No permits issued to date.</p> <p>Current Status: Property is being monitored by Inspection Division. Will only go to Building Code Board of Appeals if owner does not comply with the Notice and Order.</p>

CITY OF JACKSON

CONDEMNED PROPERTIES

(Dangerous and Unsafe)

Property Address (Stencil #)	Date and reason for condemnation	Summary of Activities and Building Code Board of Appeals actions
815 Francis St (5-0589) Christopher Robinson Two Unit Dwelling	11/14/08 Fire damage and open windows.	= 11/14/08 Condemned house. 11/18/08 Emergency order signed. 11/19/08 Property secured by DPW. 11/26/08 Notice and Order mailed to owner(s). 01/05/09 reinspection conducted; no change in status. 01/23/09 Staff recommended UPHOLDING Notice and Order. 01/23/09 Board UPHELD Notice and Order, bids to be requested for demolition. Permit Information: No permits issued to date. Current Status: Awaiting NSP funds for demolition. ACT 495 Funds have not been received.
916 Francis St (5-0630) Vicki Gordon Garage	08/22/08 Damaged entry door and rotting roof.	08/22/08 Condemned garage. 09/03/08 Notice and Order mailed to owner(s). 11/13/08 Reinspection conducted; no change in status. 01/23/09 Staff recommended UPHOLDING Notice and Order. 01/23/09 Board UPHELD Notice and Order, bids to be requested for demolition. Permit Information: No permits issued to date. Current Status: Awaiting NSP funds for demolition.

CITY OF JACKSON

CONDEMNED PROPERTIES

(Dangerous and Unsafe)

Property Address (Stencil #)	Date and reason for condemnation	Summary of Activities and Building Code Board of Appeals actions
2005 Francis St (5-1869) Corey/Cynethie Wheeler Single Family Dwelling	10/17/08 Structure open and accessible at front and back doors and unfit for human habitation.	= 10/17/08 Condemned house. 10/24/08 Emergency Order signed. 10/27/08 Property secured by DPW. 10/29/08 Notice and Order mailed to owner(s). 02/19/09 reinspection scheduled. Permit Information: No permits issued to date. Current Status: 02/19/09 Property has been secured, released from condemnation.
209 W Franklin St (4-0242) Gregory Franklin Services LLC Stairs	09/04/08 Unsafe rear stairs and landing.	09/04/08 Condemned rear stairs. 09/24/08 Notice and Order mailed to owner(s). 10/15/08 reinspection conducted; no changed in status. 11/21/08 Staff recommended continuing until January. Spoke with owner. 11/21/08 Board continued until the January Board meeting. 01/23/09 Staff recommended continuing until February. Spoke with owner. 01/23/09 Board continued until the February Board meeting. 02/20/09 Staff recommended UPHOLDING Notice and Order. 02/20/09 Board UPHELD Notice and Order, bids to be requested for demolition. Permit Information: No permit issued to date. Current Status: Notice and Order UPHELD, bids for demolition to be requested 03/16/09.

CITY OF JACKSON

CONDEMNED PROPERTIES

(Dangerous and Unsafe)

Property Address (Stencil #)	Date and reason for condemnation	Summary of Activities and Building Code Board of Appeals actions
1005 E Ganson St (7-0763) Kimberly/Joseph Powell Single Family Dwelling	12/12/07 Fire damage to living room floor, smoke damage throughout and Chapter 14 Housing Code violations.	= 12/12/07 Condemned house. 01/04/08 Notice and Order mailed to owner(s). 04/28/08 reinspection conducted; no change in status. 05/16/08 Staff recommended continuing until September. 05/16/08 Board continued until the September meeting. 09/19/08 Staff recommended continuing until October. 09/19/08 Board continued until the October meeting. 10/17/08 Staff recommended continuing until November for owner to appear. 10/17/08 Board continued until the November meeting. 11/21/08 Staff recommended continuing until December for owner to appear. 11/21/08 Board continued until the December meeting. 12/19/08 Staff recommended tabling until January for owner to appear (bad weather). 12/19/08 Board tabled until the January meeting. 01/23/09 Staff recommended continuing until February to try and contact owner. 01/23/09 Board continued until the February meeting. 02/20/09 Staff recommended releasing into open building permit status. 02/20/09 Board dismissed. Permit Information: Building permit issued 05/01/08; 08/06/08 rough partial approved. Plumbing permit issued 05/19/08, no inspections (expired 11/15/08). Current Status: Released into open building permit status.

CITY OF JACKSON

CONDEMNED PROPERTIES

(Dangerous and Unsafe)

Property Address (Stencil #)	Date and reason for condemnation	Summary of Activities and Building Code Board of Appeals actions
804 Greenwood Ave (4-0475) James/Carol Oliver Stairs	02/06/09 Second story stairs deteriorated and decayed.	= 02/06/09 Condemned stairs. 02/17/09 Notice and Order mailed to owner(s). Owner was given 2 weeks to complete repairs or demolish. 03/06/09 Reinspection conducted, violation/correction letter mailed to owner(s). Permit Information: Building permit issued 02/25/09, 03/06/09 final disapproved. Current Status: Property is being monitored by Inspection Division. Will only go to Building Code Board of Appeals if owner does not comply with the Notice and Order.
316 N Grinnell St (2-0787) Donald Kallio Single Family Dwelling	08/27/08 Deteriorated and decayed roof.	08/27/08 Condemned house. 09/11/08 Notice and Order mailed to owner(s). 10/14/08 reinspection conducted; repairs have started on flat roof and porch roof. 11/21/08 Staff recommended allowing owner time to make repairs. 11/21/08 Board continued until the January meeting. 01/23/09 Staff recommended UPHOLDING the Notice and Order. 01/23/09 Board continued until the February meeting. 02/20/09 Staff recommended allowing owner time to get contractor and have permits pulled and work started. 02/20/09 Board continued until the March meeting. Permit Information: Roofing permit issued 09/15/08; no inspections. Current Status: Property scheduled for the BCBA hearing 03/20/09.

CITY OF JACKSON

CONDEMNED PROPERTIES

(Dangerous and Unsafe)

Property Address (Stencil #)	Date and reason for condemnation	Summary of Activities and Building Code Board of Appeals actions
<p>226 E High St (5-1223) Stephen/Theresa Sloan Garage</p>	<p>11/26/08 Deteriorated and decayed garage.</p>	<p>= 11/26/08 Condemned garage. 12/01/08 Notice and Order mailed to owner(s). 02/19/09 reinspection scheduled.</p> <p>Permit Information: Demolition permit issued 12/29/08, no inspections.</p> <p>Current Status: 02/19/09 Garage has been demolished by owner, released from condemnation.</p>
<p>732 Irving St (8-2302) MI Seven LLC Chimney</p>	<p>11/24/08 Chimney is pulling away from house.</p>	<p>11/24/08 Condemned chimney. 12/04/08 Notice and Order mailed to owner(s). 01/12/09 reinspection conducted; no change in status.</p> <p>Permit Information: Mechanical permit issued 02/13/09, no inspections.</p> <p>Current Status: 02/20/09 Chimney has been removed by owner with new furnace installed, released from condemnation.</p>
<p>734 Irving St (8-2303) Sherry Tritten</p>	<p>02/11/09 Garage deteriorated and decayed; open voids in roof and roofing caving in, walls bowing out and collapsing.</p>	<p>02/11/09 Condemned porches. 02/13/09 Notice and Order mailed to owner(s). Owner was given 3 months to complete repairs or demolish. 05/15/09 Reinspection scheduled.</p> <p>Permit Information: No permits issued to date.</p> <p>Current Status: Property is being monitored by Inspection Division. Will only go to Building Code Board of Appeals if owner does not comply with the Notice and Order.</p>

CITY OF JACKSON

CONDEMNED PROPERTIES

(Dangerous and Unsafe)

Property Address (Stencil #)	Date and reason for condemnation	Summary of Activities and Building Code Board of Appeals actions
517 Linden Ave (3-2502) Naveed Ahmad Single Family Dwelling	03/03/09 First story sitting area roof and wall framing damaged by wood stove chimney fire.	= 03/03/09 Condemned sitting area. 03/09/09 Notice and Order mailed to owner(s). Owner was given 4 weeks to have permits pulled and 180 days to complete repairs. 07/10/09 reinspection scheduled. Permit Information: No permits issued to date. Current Status: Property is being monitored by Inspection Division. Will only go to Building Code Board of Appeals if owner does not comply with the Notice and Order.
831 Maltby St (8-2336) Rose Thomas Single Family Dwelling	02/04/09 Fire damage throughout structure.	02/04/09 Condemned house. 02/06/09 Notice and Order mailed to owner(s). Owner was given 72 hours to secure, 3 weeks to have permits pulled and 180 days to complete repairs. 02/09/09 Inspection scheduled to verify the property has been secured. 08/10/09 reinspection scheduled. Permit Information: Demolition permit issued 02/17/09, finalized 03/02/09. Current Status: Property demolished by owner, released from condemnation.

CITY OF JACKSON

CONDEMNED PROPERTIES

(Dangerous and Unsafe)

Property Address (Stencil #)	Date and reason for condemnation	Summary of Activities and Building Code Board of Appeals actions
943 Maple Ave (4-0852) Susan Shanes Single Family Dwelling	10/31/05 Unfit for human habitation and Chapter 14 Housing Code violations.	= 10/31/05 Condemned house. 11/10/05 Notice and Order mailed to owner(s). 04/10/06 reinspection conducted; no change in status. 05/18/06 Staff recommended continuing until July to allow owner time to apply for rehab. 05/18/06 Board continued until the July meeting. 07/20/06 Staff recommended continuing until August for owner to pull permits and start repairs. 07/20/06 Board continued until the August meeting. 08/17/06 Staff recommended continuing until September to get status on rehab file. 08/17/06 Board continued until the September meeting. 09/14/06 Staff recommended continuing until October to receive the bid estimates. 09/14/06 Board continued until the October meeting. 10/19/06 Staff recommended continuing until November for owner to pull permits. 10/19/06 Board continued until the November meeting. 11/16/06 Staff recommended continuing until December in order to contact owner. 11/16/06 Board continued until the December meeting. 12/14/06 Staff did not have a recommendation (unable to conduct inspection and verify status). 12/14/06 Board continued until the January meeting. 01/19/07 Staff recommended continuing until February to see if owner is able to financing. 01/19/07 Board continued until the February meeting. 02/15/07 Staff recommended continuing until March to have owner appear. 02/15/07 Board continued until the March meeting. 03/15/07 Staff recommended continuing until April to conduct inspection.

CITY OF JACKSON

CONDEMNED PROPERTIES

(Dangerous and Unsafe)

Property Address (Stencil #)	Date and reason for condemnation	Summary of Activities and Building Code Board of Appeals actions
		=
		03/15/07 Board continued until the April meeting.
943 Maple Ave (4-0852) (CONTINUED)		04/19/07 Staff recommended continuing until May to conduct inspection. 04/19/07 Board continued until the May meeting.
		05/17/07 Staff recommended continuing until July, work is ongoing. 05/17/07 Board continued until the July meeting.
		07/26/07 Staff recommended allowing time for owner to complete the repairs. 07/26/07 Board continued until the August meeting.
		08/16/07 Staff recommended continuing until September. Owner needs to contact us so we can conduct an inspection. 08/16/07 Board continued until the September meeting.
		09/20/07 Staff recommended continuing until October, still unable to conduct interior inspection. 09/20/07 Board continued until the October meeting.
		10/18/07 Staff recommended continuing until December. Conducted interior inspection and owner is starting to hang drywall. 10/18/07 Board continued until the December meeting.
		12/20/07 Staff recommended continuing until January so owner can get permits reinstated. 12/20/07 Board continued until the January meeting.
		01/17/08 Staff did not have a recommendation. 01/17/08 Board continued until the February meeting.
		02/15/08 Staff recommended continuing until March to conduct an inspection. 02/15/08 Board continued until the March meeting.
		03/28/08 Staff recommended continuing until April to conduct an inspection. 03/28/08 Board continued until the April meeting.

CITY OF JACKSON

CONDEMNED PROPERTIES

(Dangerous and Unsafe)

Property Address (Stencil #)	Date and reason for condemnation	Summary of Activities and Building Code Board of Appeals actions
943 Maple Ave (4-0852) (CONTINUED)		<p>=</p> <p>04/18/08 Staff recommended continuing until May for owner to pull electrical permit. 04/18/08 Board continued until the May meeting. 05/16/08 Staff recommended continuing until July. 05/16/08 Board continued until the July meeting.</p> <p>07/18/08 Staff did not have recommendation. 07/18/08 Board continued until the September meeting.</p> <p>09/19/08 Staff recommendation continuing until November but requested that vegetation be trimmed, exterior painting be completed and fence be repaired within 10 days. 09/19/08 Board continued until the November meeting.</p> <p>11/21/08 Staff recommended continuing until February. 11/21/08 Board continued until the February meeting.</p> <p>02/20/09 Staff recommended releasing into open permit status. 02/20/09 Board released into permit status.</p> <p>Permit Information: Building permit issued 11/14/06; 05/16/07 rough approved; expired 11/03/08. Electrical permit issued 05/09/08; finalized 09/17/08. Fence permit issued 05/07/08; expired 11/03/08. Plumbing permit issued 11/13/06; 08/18/08 rough inspection disapproved.</p> <p>Current Status: Property being repaired by owner, released into open permit status.</p>

CITY OF JACKSON

CONDEMNED PROPERTIES

(Dangerous and Unsafe)

Property Address (Stencil #)	Date and reason for condemnation	Summary of Activities and Building Code Board of Appeals actions
310 W Mason St (4-0331) Deutsche Bank Natl Trust Two Unit Dwelling	08/14/08 Open back door and broken window.	= 08/14/08 Condemned house. 08/25/08 Emergency Order signed. 08/26/08 Property secured by DPW. 09/03/08 Notice and Order mailed to owner(s). 12/08/08 Reinspection conducted; no change in status. 12/19/08 Staff had no recommendation. 12/19/08 Board continued until the January Board meeting. 01/23/09 Staff recommended UPHOLDING Notice and Order. 01/23/09 Board UPHELD Notice and Order, bids to be requested for demolition. Permit Information: No permits issued to date. Current Status: Awaiting NSP funds for demolition.

CITY OF JACKSON

CONDEMNED PROPERTIES

(Dangerous and Unsafe)

Property Address (Stencil #)	Date and reason for condemnation	Summary of Activities and Building Code Board of Appeals actions
316 W Mason St (4-0337) Robert/Sarah Cain Two Unit Dwelling	09/26/08 Fire damage to back porch and kitchen.	<p>=</p> <p>09/26/08 Condemned house. 10/07/08 Notice and Order mailed to owner(s). 11/24/08 reinspection conducted; porch has been removed.</p> <p>12/19/08 Staff recommended continuing until January to see if we receive ACT 495 Funds. 12/19/08 Board continued until the January Board meeting.</p> <p>01/23/09 Staff recommended continuing until the February meeting for contractor to pull permit and start repairs. 01/23/09 Board continued until the February Board meeting.</p> <p>02/20/09 Staff had no recommendation. 02/20/09 Board UPHELD Notice and Order, action failed due to lack of majority of vote. 02/20/09 Board continued until the March Board meeting.</p> <p>Permit Information: No permits to date.</p> <p>Current Status: Property scheduled for BCBA hearing on 03/20/09. ACT 495 Funds have not been received.</p>
800 S Mechanic St (4-0600) Gregory Cole Multi Family Dwelling	08/06/08 Open doors and windows, damaged walls and floor in back bathroom on first floor.	<p>08/06/08 Condemned house. 08/08/08 Emergency Order signed. 08/08/08 Property secured by DPW. 08/13/08 Notice and Order mailed to owner(s). 09/17/08 reinspection conducted; no change in status.</p> <p>02/20/09 Staff recommended continuing until March. 02/20/09 Board continued until the March Board meeting.</p> <p>Permit Information: Electrical permit issued 12/23/08; 01/14/09 rough approved.</p> <p>Current Status: Property scheduled for BCBA hearing on 03/20/09.</p>

CITY OF JACKSON

CONDEMNED PROPERTIES

(Dangerous and Unsafe)

Property Address (Stencil #)	Date and reason for condemnation	Summary of Activities and Building Code Board of Appeals actions
309 Montgomery St (1-0375) William Warren Foundation	10/29/08 Deteriorated foundation deck.	10/29/08 Condemned foundation deck. 11/12/08 Notice and Order mailed to owner(s). 12/17/08 reinspection conducted; no change in status. 01/23/09 Staff recommended continuing until February. 01/23/09 Board continued until the February meeting. 02/20/09 Staff recommended releasing into open permit status. 02/20/09 Board released into permit status. Permit Information: Building permit issued 11/19/08; no inspections. Current Status: Property being repaired with permit, released from condemnation.
416 W North St (1-0504) Michael Schmall Single Family Dwelling	12/15/06 Open windows and Chapter 14 Housing code violations.	12/15/06 Condemned house. 01/03/07 Notice and Order mailed to owner(s). 01/03/07 Property secured by DPW. 01/04/07 Emergency Order signed. 03/19/07 Reinspection conducted; no change in status. 04/19/07 Staff recommended continuing until May to look into ownership. 04/19/07 Board continued until the May meeting. 05/17/07 Staff had no recommendation. 05/17/07 Board continued until the June meeting. 06/14/07 Staff had no recommendation. 06/14/07 Board continued until the July meeting. 07/26/07 Staff recommended continuing until the August meeting. 07/26/07 Board continued until the August meeting.

CITY OF JACKSON

CONDEMNED PROPERTIES

(Dangerous and Unsafe)

Property Address (Stencil #)	Date and reason for condemnation	Summary of Activities and Building Code Board of Appeals actions
416 W North St (1-0504) (CONTINUED)		=
		08/16/07 Staff had no recommendation.
		08/16/07 Board continued until the September meeting for the Bank to come in with a plan.
		09/20/07 Staff had no recommendation.
		09/20/07 Board continued until the October meeting.
		10/18/07 Staff recommendation a continuation to allow redemption time to expire.
		10/18/07 Board continued until the November meeting.
		11/15/07 Staff had no recommendation.
		11/15/07 Board continued until the December meeting.
		12/20/07 Staff recommended continuing until January for the realtor to try and sell.
		12/20/07 Board continued until the January meeting.
		01/17/08 Staff recommended continuing until February for the realtor to try and sell.
		01/17/08 Board continued until the February meeting.
		02/15/08 Staff recommended continuing until March to allow new owner time to start repairs.
		02/15/08 Board continued until the March meeting.

CITY OF JACKSON

CONDEMNED PROPERTIES

(Dangerous and Unsafe)

Property Address (Stencil #)	Date and reason for condemnation	Summary of Activities and Building Code Board of Appeals actions
416 W North St (1-0504) (CONTINUED)		<p align="center">=</p> <p>09/19/08 Staff recommended continuing until October for new owner to finish siding and start interior repairs. 09/19/08 Board continued until the October meeting. 10/17/08 Staff recommended continuing until December for owner to continue working. 10/17/08 Board continued until the December meeting.</p> <p>12/19/08 Staff had no recommendation. 12/19/08 Board continued until the January meeting.</p> <p>01/23/09 Staff recommended continuing until March for owner to continue working. 01/23/09 Board continued until the March meeting.</p> <p>Permit Information: Siding permit issued 06/06/08; no inspections. Expired 12/3/08. Siding permit issued 08/25/08; no inspections.</p> <p>Current Status: Property scheduled for BCBA hearing on 03/20/09.</p>
510-12 Oakhill Ave (2-0953) Tracy Kofflin Two Unit Dwelling	08/29/08 Damaged east porch foundation, support columns, and roof .	<p>08/29/08 Condemned porch 09/03/08 Notice and Order mailed to owner(s). 11/13/08 reinspection conducted; no change in status.</p> <p>12/19/08 Staff recommended allowing owner time to complete repairs. 12/19/08 Board continued until the March meeting.</p> <p>Permit Information: No permits issued to date.</p> <p>Current Status: Property scheduled for BCBA hearing on 03/20/09.</p>

CITY OF JACKSON

CONDEMNED PROPERTIES

(Dangerous and Unsafe)

Property Address (Stencil #)	Date and reason for condemnation	Summary of Activities and Building Code Board of Appeals actions
518 Oakhill Ave (2-0957) Jacqueline Carter Stairs	08/22/08 Missing stair treads.	= 08/22/08 Condemned stairs. 09/11/08 Notice and Order mailed to owner(s). 12/08/08 reinspection conducted; no change in status. 12/19/08 Staff had no recommendation. 12/19/08 Board continued until the January Board meeting. 01/23/09 Staff recommended UPHOLDING Notice and Order. 01/23/09 Board UPHELD Notice and Order, bids to be requested for demolition. Permit Information: No permits issued to date. Current Status: 03/10/09 bids for demolition requested.
654 Page Ave (6-0759) Joanne Griffith Mixed Use (Single Family/Commercial)	01/12/09 Fire damage on 2 nd and 3 rd floors.	01/12/09 Condemned house. 02/05/09 Notice and Order mailed to owner(s). Owner was given 72 hours to secure, 45 days to have permits pulled and 180 days to complete repairs. 02/09/09 Inspection scheduled to verify property is secured. 08/07/09 reinspection scheduled. Permit Information: No permits issued to date. Current Status: Property is being monitored by Inspection Division. Will only go to Building Code Board of Appeals if owner does not comply with the Notice and Order.

CITY OF JACKSON

CONDEMNED PROPERTIES

(Dangerous and Unsafe)

Property Address (Stencil #)	Date and reason for condemnation	Summary of Activities and Building Code Board of Appeals actions
1316 Page Ave (6-1523) Joseph Kurpinski Single Family Dwelling	10/09/08 Deteriorated and decayed roof, open windows and full of junk and debris.	= 10/09/08 Condemned house. 10/27/08 Notice and Order mailed to owner(s). 01/05/09 reinspection conducted; no change in status. Permit Information: No permits issued to date. 01/23/09 Staff recommended UPHOLDING Notice and Order. 01/23/09 Board UPHELD Notice and Order, bids to be requested for demolition. Current Status: Awaiting NSP funds for demolition.
1322 Page Ave (6-1524) Joseph Kurpinski Single Family Dwelling	10/09/08 Deteriorated and decayed structure.	10/09/08 Condemned house. 10/17/08 Notice and Order mailed to owner(s). 01/05/09 reinspection conducted; no change in status. 01/23/09 Staff recommended UPHOLDING Notice and Order. 01/23/09 Board UPHELD Notice and Order, bids to be requested for demolition. Permit Information: No permits issued to date. Current Status: Awaiting NSP funds for demolition.

CITY OF JACKSON

CONDEMNED PROPERTIES

(Dangerous and Unsafe)

Property Address (Stencil #)	Date and reason for condemnation	Summary of Activities and Building Code Board of Appeals actions
218 N Pleasant St (7-1067) Audrey Lusby Single Family Dwelling	12/14/08 Fire damage throughout structure and open 2 nd story windows.	= 12/14/08 Condemned house. 12/30/08 Emergency Order signed. 01/05/09 Property secured by DPW. 01/08/09 Notice and Order mailed to owner(s). Permit Information: Electrical permit issued 12/18/08; 12/23/08 service inspection scheduled but inspector was unable to access. Current Status: Property scheduled for BCBA hearing on 05/22/09. ACT 495 Funds have not been received.
551 N Pleasant St (8-0297) Dawn Feldpausch	02/02/09 Front and rear porches have structural failure.	02/02/09 Condemned porches. 2/10/09 Notice and Order mailed to owner(s). Owner was given 6 months to complete repairs. 08/10/09 Reinspection scheduled. Permit Information: No permits issued to date. Current Status: Property is being monitored by Inspection Division. Will only go to Building Code Board of Appeals if owner does not comply with the Notice and Order.

CITY OF JACKSON

CONDEMNED PROPERTIES

(Dangerous and Unsafe)

Property Address (Stencil #)	Date and reason for condemnation	Summary of Activities and Building Code Board of Appeals actions
1514 Plymouth St (6-0515) Richard Ehnis – new owner 5/08 Single Family Dwelling	01/30/08 Clean out and repair Chapter 14 Housing Code violations. Damaged foundation on east porch, open roof on west porch.	= 01/30/08 Condemned house. 02/08/08 Notice and Order mailed to owner(s). 04/28/08 reinspection conducted; no change in status. 05/16/08 Staff recommended continuing until July. 05/16/08 Board continued until the July meeting. 07/18/08 Staff recommended continuing until August for owner to appear. 07/18/08 Board continued until the August meeting. 08/15/08 Staff recommended UPHOLDING Notice and Order. 08/15/08 Board continued until the September meeting. 09/19/08 Staff recommended UPHOLDING Notice and Order. 09/18/08 Board continued until the October meeting. 10/17/08 Staff recommended continuing until November to allow new owner time to repair. 10/17/08 Board continued until the November meeting. 11/21/08 Staff recommended continuing until February in order to conduct an inspection. 11/21/08 Board continued until the February meeting. 02/20/09 Staff recommended continuing until April to see if property is repaired enough to released into permit status. 02/20/09 Board continued until the April meeting. Permit Information: Building permit issued 12/03/08; 12/30/08 footing approved. Electrical permit issued 01/27/09; 02/02/09 service inspection requested, not ready; 02/10/09 service approved. Current Status: Property scheduled for the BCBA hearing on 04/17/09.

CITY OF JACKSON

CONDEMNED PROPERTIES

(Dangerous and Unsafe)

Property Address (Stencil #)	Date and reason for condemnation	Summary of Activities and Building Code Board of Appeals actions
<p>707 Second St (3-0022) US Bank NA, Trustee Single Family Dwelling</p>	<p>10/02/08 Fire damage throughout structure.</p>	<p>=</p> <p>10/02/08 Condemned house. 10/15/08 Notice and Order mailed to owner(s). 12/08/08 reinspection conducted; no change in status.</p> <p>01/23/09 Staff recommended UPHOLDING Notice and Order. 01/23/09 Board continued until the February meeting.</p> <p>02/20/09 Staff recommended continuing until the March meeting to see if bank responds. 02/20/09 Board continued until the March meeting.</p> <p>Permit Information: No permits issued to date.</p> <p>Current Status: Property scheduled for the BCBA hearing on 03/20/09. ACT 495 Funds have not been received.</p>
<p>414 N Van Dorn St (7-0248) Roberta Bowser Garage</p>	<p>11/24/08 Deteriorated and decayed roof and siding.</p>	<p>11/24/08 Condemned garage. 12/01/08 Notice and Order mailed to owner(s). 01/12/09 reinspection conducted; release garage will be demolished using City Rehab funds.</p> <p>Permit Information: Demolition permit issued 02/09/09, no inspections.</p> <p>Current Status: Monitor demo permit through Community Development Rehab project. Once permit is issued, release.</p>

CITY OF JACKSON

CONDEMNED PROPERTIES

(Dangerous and Unsafe)

Property Address (Stencil #)	Date and reason for condemnation	Summary of Activities and Building Code Board of Appeals actions
1045 Williams St (4-0926) James Hulett Garage	11/26/08 Deteriorated and decayed roof.	= 11/26/08 Condemned garage. 12/01/08 Notice and Order mailed to owner(s). 02/19/09 reinspection scheduled. Permit Information: No permits issued to date. Current Status: Awaiting verification that owner(s) received their Notice and Order.
1228 Williams St (4-0998) Christopher Lloyd-Bowser Garage	02/20/09 Roof system is rotted and caving in; open holes throughout roof system. Entry doors missing.	02/20/09 Condemned garage. 02/27/09 Notice and Order mailed to owner(s). Owner was given 45 days to demolish. 04/17/09 reinspection scheduled. Permit Information: No permits issued to date. Current Status: Property is being monitored by Inspection Division. Will only go to Building Code Board of Appeals if owner does not comply with the Notice and Order.

CITY OF JACKSON

CONDEMNED PROPERTIES

(Dangerous and Unsafe)

Property Address (Stencil #)	Date and reason for condemnation	Summary of Activities and Building Code Board of Appeals actions
416 Wilson St (6-0320) Melissa Wallace Single Family Dwelling	09/04/08 Open windows and doors.	= 09/04/08 Condemned house. 09/10/08 Emergency Order signed. 09/11/08 Property secured by DPW. 09/24/08 Notice and Order mailed to owner(s). 12/08/08 Reinspection conducted; property secured and exterior cleaned by DPW. 12/19/08 Staff had no recommendation. 12/19/08 Board continued until the January meeting due to the weather. 01/23/09 Staff recommended UPHOLDING Notice and Order. 01/23/09 Board UPHELD Notice and Order, bids to be requested for demolition. Permit Information: No permits issued to date. Current Status: 03/09/09 per Frank Donovan place property on March agenda for reconsideration.

CITY OF JACKSON

CONDEMNED PROPERTIES

(Dangerous and Unsafe)

Property Address (Stencil #)	Date and reason for condemnation	Summary of Activities and Building Code Board of Appeals actions
502 Wilson St (6-0319) Bryan Haywood Single Family Dwelling	09/04/08 Open windows and doors and incomplete renovation, missing exterior sheathing and siding.	= 09/04/08 Condemned house. 09/10/08 Emergency Order signed. 09/11/08 Property secured by DPW. 09/23/08 Notice and Order mailed to owner(s). 12/08/08 Reinspection conducted; property secured and cleaned by DPW. 12/19/08 Staff had no recommendation. 12/19/08 Board continued until the January meeting due to the weather. 01/23/09 Staff recommended UPHOLDING Notice and Order. 01/23/09 Board UPHELD Notice and Order, bids to be requested for demolition. 02/20/09 Staff recommended tabling until March to see if owner is able to start on repairs. 02/20/09 Board tabled until the March Board meeting. Permit Information: No permits issued to date. Current Status: Property scheduled for the BCBA hearing on 03/20/09.

CITY OF JACKSON

HAZARDOUS PROPERTIES

(Secured and Released)

Property Address (Stencil #)	Date of Compliant	Date Owner Notified	Date Referred to DPW or Contractor	Date Secured
137 Arnold St (8-2217) Galaxy Properties of Marshall, LLC Garage	10/17/08	11/12/08	11/03/08	11/06/08
230 W Biddle St (4-0460) Delos Investments LLC Single Family Dwelling	02/18/09	02/19/09	02/25/09	03/03/09
1507 Deyo St (6-0510) Cheryl Pratt Single Family Dwelling	02/02/09	02/05/09	02/18/09	02/19/09
909 George St (1-0438) David/Heather Nastally Single Family Dwelling	02/18/09	02/19/09	N/A	02/23/09
121 Gilbert St (7-0826) Fifth Third Mortgage Single Family Dwelling	02/13/09	02/18/09	02/25/09	03/03/09
735 W High St (3-2504) Deutsche Bank Natl Trust Multi-Family Dwelling	02/02/09	02/06/09	02/18/09	02/19/09
918-18 ½ Maple Ave (4-0866) John Colvin Two Unit Dwelling	09/19/08	10/02/08	02/06/09	02/09/09
1421 E Michigan Ave (6-0566) Hakim/Chaudhri Bashir LLC Multi-Family Dwelling	02/04/09	02/05/09	02/13/09	03/03/09

CITY OF JACKSON

HAZARDOUS PROPERTIES

(Secured and Released)

Property Address (Stencil #)	Date of Compliant	Date Owner Notified	Date Referred to DPW or Contractor	Date Secured
1019 Williams St (4-0906) Vivian Scott Single Family Dwelling	02/18/09	02/19/09	02/25/09	03/03/09

CITY OF JACKSON

UNFIT FOR HUMAN HABITATION

(Notice to Vacate)

Property Address (Stencil #)	Reason Vacated	Date of Complaint	Date Vacated	Reported by	Vacated by	Date Released
309-09 ½ W Morrell St (4-1182) Michelle Marion Two Unit Dwelling	Lack of essential services	03/03/09	03/03/09	Unknown	Brian Taylor	
510 Seymour Ave (8-0753) Debra Tuggle Single Family Dwelling	Unfit; dog feces throughout	02/25/09	02/25/09	JPD	Brian Taylor	03/02/09

CITY OF JACKSON

PROPERTIES SCHEDULED FOR THE DECEMBER 19, 2008, BCBA MEETING (CONTINUED)

**Property Address/Type/Designation
Deed Holder**

BCBA Activity

Summary of Activities thru 11/30/08

=====

JACKSON CITY COUNCIL
Rules & Personnel Committee
Councilmember Frounfelker, Chair
Councilmembers Breeding and Greer

March 17, 2009

MEMO TO: Honorable Mayor and City Councilmembers

FROM: Councilmember Andrew Frounfelker

SUBJECT: February 25, 2009, Rules & Personnel Recommendation
Regarding Appointed Officials Notification of Leave

On February 25, 2009, the Rules & Personnel Committee met and took the following action:

Motion was made by Councilmember Breeding and seconded by Councilmember Greer to recommend to the City Council that appointed officials provide at least 2 weeks advance written notice of voluntary time away from work, more than 2 days, such as vacation, attending a conference, etc., and in the case of special circumstances, consult with the Chair of the Rules & Personnel Committee. The motion was adopted by the following vote. Yeas: Councilmembers Breeding and Greer—2. Nays: Councilmember Frounfelker—1.

I am placing this recommendation on the March 24 agenda for the Council's consideration.

(For current language, please see the following Excerpt, Page 4, from Rules for Appointed Officials.)

3. If any action is taken by the Council on the alleged misconduct, it will be voted on in open session. A record will be made of any disciplinary action taken, if any, and a copy placed in the affected official's personnel file.

C. Leaves Taken by Appointed Officials

1. Appointed officials may take such vacation time as they have accrued and available. It is expected that appointed officials will schedule their vacation time in a manner which will not significantly impact the business of City government.
2. If possible to do so, appointed officials will provide advance written notice of voluntary time away from work, such as vacation, attending a conference, etc. If advance written notice is not possible, oral notice will be provided (telephone call, voice mail message, etc.).
3. Use of sick leave and paid bereavement benefits will generally comply with the City of Jackson Personnel Policy. Departures from the terms of the Personnel Policy will be taken only with Council approval.

Adopted: 10/8/02



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

March 24, 2009

Honorable Mayor and City Council
City of Jackson, Michigan

Subject: PC 09-05 – Zoning ordinance text amendment regarding ‘automobile, truck and trailer display and sales’

Dear Mayor and Councilpersons:

The City Planning Commission recently considered a zoning ordinance text amendment. The text amendment, if approved, will allow ‘automobile, truck and trailer display and sales’ as a permitted use in the I-1 (light industrial) district (which will also make it a permitted use in the I-2 District). The proposed amendment applies to Sec. 28-71 (13) of the Zoning Ordinance.

The City Planning Commission held a public hearing on the proposed amendment at its Wednesday, March 4, 2009, meeting. The amendment now comes to City Council for public hearing and possible action. The Planning Commission and its staff recommend approval of the amendment. An ordinance is attached for your consideration along with the notice for public hearings, the staff report, and the draft minutes of the March 2009 meeting of the City Planning Commission.

If you have any questions, please do not hesitate to contact me at 768-6711.

Sincerely,

Grant E. Bauman, AICP
Principal Planner



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

Wednesday, March 4, 2009

PC 09-05 — Text Amendment Staff Report

General Information

Applicant:

City of Jackson Planning Commission
 161 W. Michigan Avenue
 Jackson, MI 49201

Request:

Amend Section 28-71 of the City of Jackson's zoning ordinance as follows to allow 'automobile, truck and trailer display and sales' as a permitted use in the I-1 (light industrial) district.

Sec. 28-71 Permitted and conditional uses

The following uses are permitted (P), or conditional (C) within the zoning districts. Conditional uses require approval by the planning commission according to the procedures of section 28-147.

		Zoning Districts											
		R-1	R-2	R-3	R-4	R-5	R-6	C-1	C-2	C-3	C-4	I-1	I-2
...													
(13)	Automobile, truck and trailer display and sales. Sales lots shall not be within fifty (50) feet of any R district								C	C	P	P	
...													

Staff Analysis/Findings

The owners of 103 N. Horton Street and 2301-2309 E. Ganson Street submitted a rezoning request to the City for portions of those properties from I-2 (General Industrial) to I-1 (Light Industrial) in order to allow the establishment of a used car lot along Michigan Avenue (PC 09-01). City Council disapproved the request at its meeting on February 24, 2009 because approval of the rezoning would have placed the existing building in two separate

zoning districts, creating a legal nonconformity. An alternative to the request suggested by the City Planning Commission when it recommended disapproval to Council 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). That suggestion resulted in this proposal.

Factor(s) Favoring Approval of the Amendment

- The text amendment will allow the establishment of an ‘automobile, truck and trailer display and sales’ business at 103 N. Horton Street and 2301–2309 E. Ganson Street without rezoning portions of those properties and creating a legal nonconformity.
- ‘Automobile, truck and trailer display and sales’ should not have a negative effect upon any of the uses allowed in either the I-1 or I-2 zoning districts.

Factor(s) Favoring Disapproval of the Amendment

- Is there enough traffic in most I-1 and I-2 districts to support ‘automobile, truck and trailer display and sales’ businesses?

Recommendation

Based on these factors, staff recommends *APPROVAL* of the ordinance amendment.

ORDINANCE NO. 2009-_____

AN ORDINANCE AMENDING SECTION 28-71, OF CHAPTER 28 OF THE CODE OF ORDINANCES, CITY OF JACKSON, MICHIGAN, TO ALLOW 'AUTOMOBILE, TRUCK AND TRAILER DISPLAY AND SALES' AS A PERMITTED USE IN LIGHT INDUSTRIAL (I-1) DISTRICTS.

THE PEOPLE OF THE CITY OF JACKSON ORDAIN:

Section 1.

That Section 29-71 of the Code of Ordinances, City of Jackson, Michigan, be, and the same hereby is, amended by changing the text of the ordinance as follows:

		Zoning Districts											
		R-1	R-2	R-3	R-4	R-5	R-6	C-1	C-2	C-3	C-4	I-1	I-2
...													
(13)	Automobile, truck and trailer display and sales. Sales lots shall not be within fifty (50) feet of any R district								C	C	P	P	
...													

Section 2.

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

Adopted:



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

PC 09-05 Notice of Public Hearing

The Jackson City Planning Commission and Jackson City Council will hold public hearings to consider an amendment to the text of the City's Zoning Ordinance, as provided for in Sec. 28-181 *et seq.*

The request was made by:

The City of Jackson
161 W. Michigan Ave.
Jackson, MI 49201

The Proposed Text Amendment:

Amend section 28-71 (13) of the zoning ordinance to allow 'automobile, truck and trailer display and sales' as a permitted use in the I-1 District.

The Effect of Adopting the Text Amendment:

The text amendment would allow for new and used car lots to be established on any light industrial (I-1) or general industrial (I-2) zoned property in the City.

Reason for the Text Amendment:

The text amendment was proposed as an alternative to the I-1 (light industrial) rezoning request for portions of 103 N. Horton St. and 2301-2309 E. Ganson St. The rezoning was requested so that a used car lot can be established.

You are invited to attend the public hearings to be held on:

City Planning Commission -- Wednesday, March 4, 2009 at 7:00 pm
City Council - Tuesday, March 24, 2009 at 7:00 pm

The meetings will be held in the
City Hall Council Chambers, 2nd floor
161 W. Michigan Avenue

Please contact Grant Bauman at (517) 768-6711 to view, ask questions about, or comment upon the proposed text amendment.

By: Grant E. Bauman, AICP
R2PC Principal Planner



City Planning Commission

Staffed by the Region 2 Planning Commission (R2PC)
120 W. Michigan Avenue • Jackson, MI 49201
Phone (517) 768-6711 • Fax (517) 788-4635

DRAFT MEETING MINUTES

Wednesday, March 4, 2009
Council Chambers, City Hall

Members present: Patrick Colligan; Clyde Mauldin, Chairman; Jerry Ludwig, Mayor; John Polaczyk, Councilperson; and William Ross, City Manager

Members absent: Ryan Doll; John Guidinger, Secretary; Jeanne Kubish; and Richard Lawson

Staff present: Grant Bauman, R2PC Principal Planner; Frank Donovan, Chief Building Official; Susan Murphy, Deputy City Attorney; and Charles Reisdorf, R2PC Executive Director

Item 1 Call to order

Chairman Mauldin called the meeting to order at 7:03 p.m.

Item 2 Pledge of allegiance

Those in attendance rose for the pledge of allegiance.

Item 3 Consideration of approval for the meeting minutes of February 4, 2009

A motion was made by Mayor Ludwig, and supported by Comm. Ross, to approve the minutes of the February 4, 2009 meeting as provided in the agenda packet.

The motion passed by unanimous voice vote.

Item 4 PC 09-03 – Consideration of a conditional use permit amendment for the Comunidad Aqua Viva Church at 1218 Greenwood Ave. and 411 and 415 McNeal St.

Mr. Bauman presented the staff recommendation to approve the conditional use permit amendment subject to:

1. The occupancy of the building limited to 100 people or less when the auxiliary parking lots are being used by the enterprises they primary serve,
2. The McNeil St. curb cut for the parking area shall be expanded to twenty-four feet in width as required in Sec. 28-106(e)(1) and to the satisfaction of the chief building official,

3. The proposed 5-ft-wide landscape strip along McNeal St., must be installed along with required hedge and trees as mandated in Sec. 28-117(d)(1) to the satisfaction of the chief building official, and
4. If outdoor trash storage is provided it shall meet the requirements of Sec. 28-130.1 and be provided to the satisfaction of the chief building official.

Chairman Mauldin opened the public hearing.

George Svinicki, professional engineer representing the church, spoke in favor of the conditional use permit, noting that the church found the four conditions acceptable and intended to comply with them if the conditional use is approved. Mr. James Snyder, a member of the board of trustees of the church, indicated that the church had intended to comply with the ordinance provisions requiring trees and a landscaped hedge. Apparently there was confusion regarding the proper location for the landscaping. Required landscaping must be placed outside the City's right-of-way on property under the control of the applicant. No other person spoke in favor of, or in opposition to the issuance of the conditional use permit

Chairman Mauldin closed the public hearing.

A motion was made by Mayor Ludwig and supported by Comm. Polaczyk to approve the conditional use permit subject to the four conditions recommended by staff.

The motion passed by the following vote: Yeas - 5 (Colligan, Mauldin, Ludwig, Polaczyk and Ross); Nays - 0, Absent - 4 (Doll, Guidinger, Kubish and Lawson).

Item 5 PC 09-05 - Consideration of a recommendation on an amendment to the zoning ordinance to allow automobile truck and trailer display and sales as a permitted use in the I-1 Zoning District

Mr. Bauman presented the staff recommendation of approval of the amendment to the zoning ordinance. The purpose of the amendment is to allow automobile truck and trailer display and sales as a permitted use in the I-1 zoning district. The allowance of automobile truck and trailer display and sales in this district will also make the use a permitted use in the I-2 zoning district. Such uses are viewed to be compatible with other uses permitted in the I-1 and I-2 zoning districts.

Chairman Mauldin opened the public hearing.

Mr. Rick Baxter, 5441 Parsons Rd., Concord, Michigan spoke in favor of the amendment. If enacted, the amendment would allow automobile display and sales on property owned by Baxter Machine, Inc., at 103 N. Horton St. and 2301-2309 E. Ganson St. No one spoke in opposition to the amendment.

Chairman Mauldin closed the public hearing.

A motion was made by Comm. Polaczyk and supported by Comm. Ross to recommend approval of the text amendment to the City Council.

The motion passed by the following vote: Yeas - 5 (Colligan, Mauldin, Ludwig, Polaczyk and Ross); Nays - 0, Absent - 4 (Doll, Guidinger, Kubish and Lawson).

Item 6 Receipt of referrals for City Planning Commission consideration of text amendments for parking requirements and the definition of “ family”

A motion was made by Mayor Ludwig and supported by Comm. Ross to receive the City Manager’ s referral of parking requirements for consideration of a text amendment.

The motion passed by unanimous voice vote.

A motion was made by Comm. Ross and supported by Mayor Ludwig to receive the City Council’ s referral of the definition of family for consideration of a text amendment.

The motion passed by unanimous voice vote.

Item 7 Executive session

A motion was made by Comm. Ross and supported by Mayor Ludwig for the Planning Commission to adjourn an Executive session to discuss a legal opinion.

The motion passed by the following vote: Yeas - 5 (Colligan, Mauldin, Ludwig, Polaczyk and Ross); Nays - 0, Absent - 4 (Doll, Guidinger, Kubish and Lawson).

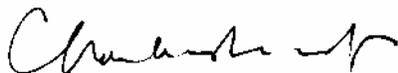
The Planning Commission adjourned to discuss a legal opinion.

A motion was made by Comm. Ross and supported by Mayor Ludwig to reconvene the meeting of the Planning Commission following the Executive Session.

The motion passed by the following vote: Yeas - 5 (Colligan, Mauldin, Ludwig, Polaczyk and Ross); Nays - 0, Absent - 4 (Doll, Guidinger, Kubish and Lawson).

Item 8 Other business

There being no further business the meeting was adjourned at 8:20 p.m.



Charles Reisdorf
Recording Secretary

MEMORANDUM

Lynn Fessel, City Clerk

March 18, 2009

TO: Honorable Mayor and City Councilmembers

FROM: Lynn Fessel, City Clerk 

SUBJECT: Resolution Recognizing The Jackson Basketball Association
As a Nonprofit Organization

Following is a resolution recognizing the Jackson Basketball Association as a nonprofit organization operating in the community for the purpose of obtaining charitable gaming licenses. You will also find their 501 {c} {3} designation and by-laws.

This request came before you on August 12, 2008, and was delayed until the tax exemption was received. Recommended action is to adopt the resolution approving the Association's request.

C: City Manager



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

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

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

called to order by _____ on MARCH 24, 2009
DATE

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

Moved by _____ and supported by _____

that the request from THE JACKSON BASKETBALL ASSOC of JACKSON,
NAME OF ORGANIZATION CITY

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

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

gaming licenses, be considered for APPROVAL.
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.

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

DEPARTMENT OF THE TREASURY

Date: MAR 10 2009

JACKSON BASKETBALL ASSOCIATION
C/O MICHAEL E WALLACE
811 W MORRELL
JACKSON, MI 49203

Employer Identification Number:
80-0247837
DLN:
17053012300029
Contact Person: GARY MUTHERT ID# 31518
Contact Telephone Number:
(877) 829-5500
Accounting Period Ending:
September 30
Public Charity Status:
170(b)(1)(A)(vi)
Form 990 Required:
Yes
Effective Date of Exemption:
July 28, 2008
Contribution Deductibility:
Yes
Addendum Applies:
No

Dear Applicant:

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

Organizations exempt under section 501(c)(3) of the Code are further classified as either public charities or private foundations. We determined that you are a public charity under the Code section(s) listed in the heading of this letter.

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

Letter 947 (DO/CG)

JACKSON BASKETBALL ASSOCIATION

Sincerely,

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

Robert Choi
Director, Exempt Organizations
Rulings and Agreements

Enclosures: Publication 4221-PC

7/5/2008

Jackson City Council

Attention Lynn Fessel City Clerk

Our purpose in writing to you is the cultivation of a nonprofit organization based in Jackson and the conferring of a local civic organization. Our club "Jackson Basketball Association Club" is a grassroots effort designed to encourage and develop a traveling basketball team to represent the Jackson area. By drawing upon the talent pool of the Jackson area we hope to compete on the highest levels in the state and nation. We will be able to supply the best and brightest local youth to represent our city.

However we are aware that not every potential candidate will possess the resources to afford participation in this program. To help offset these costs we are proposing a number of fundraising efforts including but not limited to car washing, pizza sales, raffles, and State sanctioned Millionaire Party Texas Hold Em events. We look to your support and consideration of our status as we move in this direction.

Sincerely,

Monoletoe McDonald- President

W. McDonald

Michael Wallace-Vice President

Michael Wallace

Association

Jackson Basketball Club
Formed Summer 2008
By-Laws

811 W. MORRELL STREET, JACKSON

Preamble

Serve as a group to organize local youth basketball players from the greater Jackson area.

Create opportunities for the local youth to compete and represent the Jackson area at the highest levels of competition on the state and on the national level.

Encourage and develop leadership skills of local youth athletes.

Promote positive relationships between local athletes.

Assist in the implementation of a strong basketball program in the Jackson area.

Article I

This organization shall be known as the Jackson Basketball Club.

Article II

The club shall consist of a President, a Vice President, and a Secretary /Treasurer. These positions shall act as the Club Leadership.

A majority vote of the leadership shall be used to make club decisions.

The President shall preside over all Club meetings.

The Vice President shall act in the absence of the president.

The Secretary/Treasurer shall be responsible for the accounting of all club monies.

Article III

A regular meeting shall be held monthly.

Meetings of the leadership shall consist of the President, Vice President, and the Secretary/Treasurer.

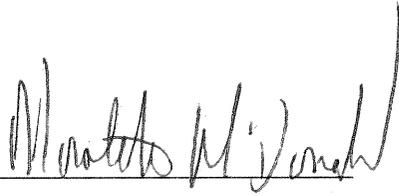
Article IV

Fund-Raising shall consist of but not be limited to team car washing, pizza sales, raffles, State sanctioned Millionaire Party Texas Hold Em events.

No Expenditures shall be made without the vote of the leadership.

Article V

In the event that the Jackson Basketball Club is to dissolve all monies shall be donated to the Jackson Community College Athletic Scholarship Fund.



Monoletoe McDonald
President



Michael Wallace
Vice President



161 W. Michigan Avenue - Jackson, MI 49201
Telephone: (517) 788-4160 — Facsimile: (517) 788-4639

DATE: March 17, 2009
TO: William R. Ross, City Manager
FROM: Jon H. Dowling, P.E., City Engineer
RE: MDOT Signal Resolution for Approval

Attached is a resolution to enter into a cost agreement with the Michigan Department of Transportation for the existing traffic signal which is at the following location:

LOCATION:	YEAR INSTALLED:	COST SPLIT: (MDOT/CITY)
M-50 (Main) @M-124 (Wamplers Lake) (Brooklyn)	2006	100/0

MDOT has prepared a Cost Agreement and is requesting Council approval with signatures on the Cost Agreements. This agreement is for the above stated split for the maintenance at this intersection.

With your concurrence, I am requesting approval of the cost agreements with the Michigan Department of Transportation be placed on the Council agenda, and the Mayor and the City Clerk be authorized to sign the appropriate contract documents.

JD:tjs

c: Lynn Fessel, City Clerk
Randy McMunn, P.E., Assistant City Engineer

RESOLUTION

By the City Council:

WHEREAS, the Michigan Department of Transportation (MDOT) has installed the following signal:

LOCATION:	YEAR INSTALLED:	COST SPLIT: (MDOT/CITY)
M-50 (Main)@M-124 (Wamplers Lake) (Brooklyn)	2006	100/0

and

WHEREAS, Michigan Department of Transportation has prepared a Cost Agreement; and

WHEREAS, the City of Jackson is performing maintenance work on this traffic signal; and

WHEREAS, the cost of maintenance work will be the responsibility of the Michigan Department of Transportation and the Village of Brooklyn.

NOW THEREFORE BE IT RESOLVED, that the City of Jackson accepts the cost agreement between the Michigan Department of Transportation and the City; and

BE IT FURTHER RESOLVED, that the Mayor and City Clerk be authorized to sign the cost agreements for traffic signal control as prepared by Michigan Department of Transportation.

* * * *

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

I, Lynn Fessel, City Clerk, in and for the City of Jackson, County and State aforesaid, do hereby certify that the foregoing is a true and complete copy of a resolution adopted by the Jackson City Council on the 24th day of March, 2009.

IN WITNESS WHEREOF, I have hereto affixed my signature and the Seal of the City of Jackson, Michigan, on this 25th day of March, 2009.

Lynn Fessel, City Clerk

Interoffice Memo

Jon H. Dowling, P.E.
City Engineer

Department of Engineering
161 W. Michigan Avenue, Jackson, Michigan 49201
(517) 788-4160 Facsimile (517) 768-6435

TO: William R. Ross, City Manager

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

DATE: March 17, 2009

SUBJECT: 2010-2013 Transportation Improvement Plan

Last December the Region 2 Planning Commission, as the Metropolitan Planning Organization (MPO) for Jackson urban area held meetings to develop the Transportation Improvement Plan (TIP) for fiscal years 2010-2013. The estimated federal dollars for the four-year TIP is \$6.12 million. The city's list of streets to be considered included a mix of reconstruction and rehabilitation with a federal portion total of approximately \$9,908,800.

The Department of Engineering negotiated for the City's portion of the TIP with a subcommittee of the Jackson Area Comprehensive Transportation Study (JACTS) Technical Committee which consisted of members of the City, the Jackson County Road Commission and the Jackson Transportation Authority. During these negotiations, the City was awarded a portion of the TIP as shown on the attached resolution.

With your concurrence, I request the attached resolution be submitted to City Council for their approval.

JD:tjs

c: Lynn Fessel, City Clerk
Randall T. McMunn, P.E., Assistant City Engineer

RESOLUTION

By the City Council:

WHEREAS, Region 2 Planning Commission, being the Metropolitan Planning Organization for the area which includes the City of Jackson, had a call for projects for the Transportation Improvement Plan for fiscal years 2010-2013; and

WHEREAS, the Metropolitan Planning Organization, through the Jackson Area Comprehensive Transportation Study has an estimated \$6,118,365 in federal funds for the four year Transportation Improvement Plan for the local agencies; and

WHEREAS, city staff negotiated on behalf of the City of Jackson for a portion of these funds; and

WHEREAS, the City of Jackson projects selected for the 2010-2013 Transportation Improvement Plan (TIP) a total of \$3,088,000 in federal funds for reconstruction and/or rehabilitation of the following streets:

	<u>Priority</u>	<u>Total Construction Cost</u>	<u>Federal Funds</u>
<u>Fiscal Year 2010</u>			
North St: Blackstone to Cooper	1	\$648,000	\$518,400
North St: Lansing to Blackstone	2	\$481,000	\$384,800
High St: Cooper to Losey	3	\$611,000	\$488,800
<u>Fiscal Year 2011</u>			
Blackstone/Lansing: Glick to Ganson	4	\$592,000	\$473,600
<u>Fiscal Year 2012</u>			
Fourth St: Linden to Griswold	5	\$563,000	\$450,400
<u>Fiscal Year 2013</u>			
Lansing: Ganson to Steward	6	\$526,000	\$420,800
Steward: Wildwood to Lansing	7	<u>\$439,000</u>	<u>\$351,200</u>
TOTALS:		\$3,860,000	\$3,088,000

NOW THEREFORE BE IT RESOLVED, that the City Council accepts the street list as selected for inclusion in the 2010-2013 Transportation Improvement Plan.

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

I, Lynn Fessel, City Clerk, in and for the City of Jackson, County and State aforesaid, do hereby certify that the foregoing is a true and complete copy of a resolution adopted by the Jackson City Council on the 24th day of March, 2009.

IN WITNESS WHEREOF, I have hereto affixed my signature and the Seal of the City of Jackson, Michigan, on this 25th day of March, 2009.

Lynn Fessel, City Clerk



Community Development

161 W. Michigan Avenue - Jackson, MI 49201
Telephone: (517) 788-4060 - Facsimile: (517) 768-5832

March 23, 2009

TO: William R. Ross, City Manager

FROM: Carol Konieczki, Community Development Director

RE: **Approval Of Two Payment in Lieu of Taxes (PILOT) Ordinances At The Request Of Excel Realty Group For The Development Of Phase 1B Of The Armory Arts Project. (REVISED)**

Attached is a tax analysis as requested by City Council, at the March 10, 2009, City Council meeting. This chart illustrates the payments made to the taxing jurisdictions if the land remains vacant, is developed and has a PILOT, or is developed with no PILOT.

The attached ordinances are proposed for approval at the request of the developer. To summarize the City's Tax Exemption Ordinance, PILOTs can be approved via ordinance pursuant to Chapter 24 of the Municipal Code of Ordinances.

The requested action is for approval of the following ordinances adopting a PILOT as Tax-Exempt Entities under the City of Jackson's Tax Exemption Ordinance, Chapter 24 of the Municipal Code of Ordinances, for Armory Arts Village through its sponsor, The Excel-New Urban Limited Dividend Housing Association Limited Partnership:

- Ordinance for Phase 1BA: 4% PILOT for 35 years. Foundation must be completed within 1 year of the effective date of the ordinance. If approved, the effective date of the ordinance will be April 23, 2009. **The foundation must be completed by April 23, 2010.**
- Ordinance for Phase 1BB: 4% PILOT for 35 years. Certificate of Occupancy must be issued within 5 years of the effective date of the ordinance. If approved, the effective date of the ordinance will be April 23, 2009. A Certificate of Occupancy needs to be issued by April 23, 2014.

Payments in Lieu of Taxes for these durations will meet the needs of the developer to secure the necessary financing for the two phases of the project. The Project is currently located in a tax-free Renaissance Zone that expires December 31, 2015. When a project is located in a Renaissance Zone, MSHDA requires that the PILOT Ordinance overlap the term of the Renaissance Zone rather than supplement it.

Please note that the memo presented at the March 10, 2009 City Council meeting incorrectly stated that April 24, 2009 would be the effective date of both ordinances, April 24, 2010, would be when the foundation of Phase 1BA would need to be complete, and April 24, 2014, would be when a certificate of occupancy would need to be issued for Phase 1BB. The correct effective date of the ordinances will be April 23, 2009, the foundation of Phase 1BA must be complete by April 23, 2010

at 5:00pm, and the certificate of occupancy must be issued for Phase 1BB by April 23, 2014 at 5:00pm.

Please place this request for final approval on the March 24, 2009 City Council agenda.

CK/bh

cc: Peter Jobson, Excel Realty
Scott Fleming, Enterprise Group
Julius Giglio, City Attorney
Susan Murphy, City Attorney
Barry Hicks, Economic Development Project Manager

Att: Armory Arts Tax Analysis
Ordinance for Phase 1BA
Ordinance for Phase 1BB

Armory Arts Phase 1B					
	2008 Millage Rate	Distribution Percentage	PILOT Payment Dollar Amount*	Real Property Taxes With Development**	Real Property Taxes Without Development***
County:					
Operations	5.1187	8.68%	\$ 1,201.51	\$ 5,016.33	\$ 586.11
Medical Care	0.1398	0.24%	\$ 32.82	\$ 137.00	\$ 16.01
Jail	0.4851	0.82%	\$ 113.87	\$ 475.40	\$ 55.55
Senior Services	0.2473	0.42%	\$ 58.05	\$ 242.35	\$ 28.32
Library	1.2593	2.14%	\$ 295.60	\$ 1,234.11	\$ 144.19
ISD	8.1100	13.75%	\$ 1,903.66	\$ 7,947.80	\$ 928.63
JCC	1.1446	1.94%	\$ 268.67	\$ 1,121.71	\$ 131.06
State of Michigan/ JPS	24.2000	41.03%	\$ 5,680.46	\$ 23,716.00	\$ 2,771.00
Jackson Public Debt	2.2500	3.81%	\$ 528.14	\$ 2,205.00	\$ 257.63
Jackson Transit	1.0000	1.70%	\$ 234.73	\$ 980.00	\$ 114.50
City of Jackson	14.5889	24.73%	\$ 3,424.45	\$ 14,297.12	\$ 1,670.49
Admin Fee	0.4396	0.75%	\$ 103.18	\$ 430.77	\$ 50.33
DDA	0.0000	0.00%	\$ -	\$ -	\$ -
Totals:	58.9833	100.00%	\$ 13,845.12	\$ 57,803.60	\$ 6,753.82
Shelter Rents Estimate	\$28,844.00	4% of Rents*	\$1,153.76		
*Shelter Rents based on net rents of \$32,985, subtracted by utilities of \$4,141.					
**Real Property Taxes based on a taxable value of \$20,000 per unit with a total of 49 units (Total Taxable value of \$980,000)					
***Real Property Taxes based on a taxable value of \$114,504					

MEMORANDUM

City Clerk's Office



March 16, 2009

TO: Honorable Mayor and City Councilmembers
FROM: Lynn Fessel, City Clerk
SUBJECT: Final Adoption of Ordinance Nos. 2009.4 and 2009.5

Following are Ordinance Nos. 2009.4 and 2009.5, which are being placed on this agenda for final adoption. Council approved these ordinances on March 10 for two PILOTs for the Armory Arts project.

C: City Manager

ORDINANCE NO. 2009- 4

An Ordinance adding Article IV of Chapter 24 of the Code of Ordinances, City of Jackson Michigan to provide that Excel-new Urban Limited Dividend Housing Association Limited Partnership be granted Tax Exempt status subject to a Payment In Lieu of Taxes.

THE PEOPLE OF THE CITY OF JACKSON ORDAIN:

Section 1. That Article IV of Chapter 24 of the Code of the City of Jackson be, and the same hereby is, added as follows:

ARTICLE IV. EXCEL-NEW URBAN LIMITED DIVIDEND HOUSING ASSOCIATION LIMITED PARTNERSHIP TAX EXEMPTION ORDINANCE

Section 24-60. Title.

This article is the "City of Jackson Excel-new Urban Limited Dividend Housing Association Limited Partnership Tax Exemption Ordinance."

Section 24-61. Preamble.

It is acknowledged that it is a proper public purpose of the State of Michigan and its political subdivisions to provide housing for its citizens of low income and to encourage the development of such housing by providing for a service charge in lieu of property taxes in accordance with the State Housing Development Act of 1966 (1966 PA 346, as amended, MCL 125.1401, et seq. The City of Jackson is authorized by this Act to establish or change the service charge to be paid in lieu of taxes by any or all classes of housing exempt from taxation under this Act at any amount it chooses not to exceed the taxes that would be paid but for this Act.

It is further acknowledged that such housing for persons of low income is a public necessity, and as the City of Jackson will be benefited and improved by such housing, the encouragement of the same by providing certain real estate tax exemption for such housing is a valid public purpose; further, that the continuance of the provisions of this article for tax exemption and the service charge in lieu of taxes during the period contemplated in this article are essential to the determination of economic feasibility of this housing development which will be constructed and financed in reliance on such tax exemption.

Payment in Lieu of Tax Policy (“PILOT”) enacted by the City of Jackson provides that the City’s action on each application is within its discretion. The Excel-New Urban Limited Dividend Housing Association Limited Partnership ownership entity requested a 4% PILOT from the City during 2006 when the City’s then existing Ordinance 2003.19, adopted November 25, 2003, provided for a 4% PILOT upon passage of a project specific resolution by the City Council. The City Council has since reviewed and revised its PILOT policy. Having now adopted a new PILOT policy which by its terms provides a PILOT prospectively to projects which have not yet commenced construction or rehabilitation, the City Council recognizes, based on the facts of this particular situation, that as a matter of fairness this project should essentially be handled in a manner which will provide equivalent treatment to that which would have been made available under Ordinance 2003.19. Accordingly, using the discretion provided under the City’s new PILOT policy, the following provisions apply to Excel-New Urban Limited Dividend Housing Association Limited Partnership.

Section 24-62. Definitions.

All terms are defined as set forth in the State Housing Development Authority Act of 1966, being Public Act 346 of 1966, of the State of Michigan, as amended, except as follows:

Act means the State Housing Development Authority Act, being Public Act 346 of 1966 of the State of Michigan, as amended.

Annual shelter rent means the total collections during an agreed annual period from all occupants of a housing development representing rent or occupancy charges, exclusive of charges for gas, electricity, heat, or other utilities furnished to the occupants.

Authority means the Michigan State Housing Development Authority.

Class means low or moderate income persons.

Construction means the foundation of the building has been completed.

Housing development means a development which contains a significant element of housing for persons of low income and such elements of other housing, commercial, recreational, industrial, communal, and educational facilities as the Authority determines improves the quality of the development as it relates to housing for persons of low income.

Persons of low income means persons and families having an income of 120% or less of medium income.

Sponsor means a person(s) or entities, which have applied to the authority for an allocation under the low-income housing tax credit program (LIHTC) to finance a

housing development, more specifically in this Ordinance as Excel-New Urban Limited Dividend Housing Association Limited Partnership.

Utilities means fuel, water, sanitary sewer services and/or electrical service, which are paid by the housing development.

Section 24-63. Class of housing developments.

It is determined that the class of housing developments to which the tax exemption and service charge in lieu of such taxes applies are multiple dwellings for persons of low income, which are financed or assisted by the authority or which are federal aided, as defined in the Act. The sponsor has a housing development at the property identified in the City of Jackson Tax Assessor's records as Parcel No. 8-2492.0600 and more specifically identified as that portion of the parcel that consists of:

A PARCEL OF LAND IN THE NE ¼ OF SECTION 34, T2S, R1W, CITY OF JACKSON, JACKSON COUNTY, MICHIGAN AND MORE PARTICULARLY DESCRIBED AS COMMENCING AT THE NORTHEAST CORNER OF SAID SECTION 34: THENCE S 00°09'38"W 1141.31 FEET (1141.27 R), ON THE EAST LINE OF SAID SECTION 34; THENCE N89°50'22"W 33.00 FEET, TO INTERSECTION OF THE SOUTH LINE OF NORTH STREET AND THE WEST LINE OF COOPER STREET; THENCE N89°36'04"W 129.71 FEET, ON THE SOUTH LINE OF NORTH STREET; THENCE S00°10'48"W 88.34 FEET, TO THE POINT OF BEGINNING OF THIS DESCRIPTION; THENCE S00°10'48"W 572.19 FEET; THENCE N89°55'37"W 332.65 FEET; THENCE NORTH 78.60 FEET; THENCE WEST 27.23 FEET; THENCE NORTH 247.91 FEET; THENCE WEST 75.39 FEET; THENCE NORTH 176.33 FEET; THENCE WEST 9.93 FEET; THENCE NORTH 21.40 FEET; THENCE WEST 37.25 FEET; THENCE NORTH 53.36 FEET; THENCE EAST 37.25 FEET; THENCE NORTH 32.04 FEET; THENCE EAST 77.24 FEET; THENCE NORTH 53.02 FEET; THENCE S89°36'04"E 33.00 FEET; THENCE SOUTH 63.30 FEET; THENCE EAST 31.23 FEET; THENCE SOUTH 27.39 FEET; THENCE EAST 305.53 FEET, TO THE POINT OF BEGINNING, EXCEPT THAT AREA CONTAINED WITHIN PARCEL TWO AS DESCRIBED BELOW, THE BALANCE CONTAINING 4.88 ACRES.

PARCEL TWO

A PARCEL OF LAND IN THE NE ¼ OF SECTION 34, T2S, R1W, CITY OF JACKSON, JACKSON COUNTY, MICHIGAN AND MORE PARTICULARLY DESCRIBED AS COMMENCING AT THE

NORTHEAST CORNER OF SAID SECTION 34: THENCE S 00°09'38"W 1141.31 FEET (1141.27 R), ON THE EAST LINE OF SAID SECTION 34; THENCE N89°50'22"W 33.00 FEET, TO INTERSECTION OF THE SOUTH LINE OF NORTH STREET AND THE WEST LINE OF COOPER STREET; THENCE N89°36'04"W 129.71 FEET, ON THE SOUTH LINE OF NORTH STREET; THENCE S00°10'48"W 88.34 FEET; THENCE S00°10'48"W 67.53 FEET; THENCE WEST 98.00 FEET TO THE POINT OF BEGINNING OF THIS DESCRIPTION; THENCE WEST 186.48 FEET; THENCE SOUTH 85.00 FEET; THENCE EAST 101.48 FEET; THENCE SOUTH 42.99 FEET; THENCE EAST 85.00 FEET; THENCE NORTH 127.99 FEET TO THE POINT OF BEGINNING, CONTAINING 0.45 ACRES.

Referred to as Phase 1BA.

Section 24-64. Establishment of annual service charge.

Housing developments for persons of low income and the properties on which they are constructed are exempt from all property taxes from and after the commencement of construction. The City of Jackson, acknowledging that the sponsor and the authority, in the case of a sponsor receiving a mortgage loan from the authority, have established the economic feasibility of the housing development in reliance upon the enactment and continuing effect of this article and the qualification of the housing development for exemption from all property taxes and a payment in lieu of taxes as established in this article, and in consideration of the sponsor's offer, subject to receipt of an allocation under the LIHTC program, to construct, own and operate the housing development, agrees to accept payment of an annual service charge for public services in lieu of all property taxes. The annual service charge is be equal to four (4) percent of the difference between the annual shelter rents actually collected and utilities.

Section 24-65. Limitation on the payment of annual service charge.

Notwithstanding section 24-64 above the service charge to be paid each year in lieu of taxes for the part of the housing development which is tax exempt and which is occupied by nonresidential uses is equal to the full amount of the taxes which would be paid on that portion of the housing development if the housing development were not tax exempt.

Section 24-66. Contractual effect of article.

This Ordinance granting tax exempt status, as provided in this article, must be adopted for each housing development qualified under the terms and provisions of this article. Notwithstanding the provisions of Section 15(a)(5) of the Act to the contrary, a contract between the City of Jackson and the sponsor with the authority as third party beneficiary

under the contract, to provide tax exemption and accept payments in lieu of taxes, as previously described, is effectuated by enactment of this Ordinance.

Section 24-67. Payment of service charge.

The annual service charge in lieu of taxes as determined under the article is payable in the same manner as general property taxes are payable to the City of Jackson except that the annual payment must be paid on or before May 1st of each year.

Section 24-68. Duration.

The tax exempt status of a housing development approved under this Ordinance remains in effect for 35 years from the date the certificates of occupancy for the housing development; provided, the construction of such housing development begins within one year from the effective date of this Ordinance.

Section 24-69. Severability.

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

Section 2. This Ordinance takes effect 30 days after its adoption.

ORDINANCE NO. 2009- 5

An Ordinance adding Article V of Chapter 24 of the Code of Ordinances, City of Jackson Michigan to provide that Excel-new Urban Two Limited Dividend Housing Association Limited Partnership be granted Tax Exempt status subject to a Payment In Lieu of Taxes.

THE PEOPLE OF THE CITY OF JACKSON ORDAIN:

Section 1. That Article V of Chapter 24 of the Code of the City of Jackson be, and the same hereby is, added as follows:

ARTICLE V. EXCEL-NEW URBAN TWO LIMITED DIVIDEND HOUSING ASSOCIATION LIMITED PARTNERSHIP TAX EXEMPTION ORDINANCE

Section 24-60. Title.

This article is the "City of Jackson Excel-new Urban Limited Dividend Housing Association Limited Partnership Tax Exemption Ordinance."

Section 24-61. Preamble.

It is acknowledged that it is a proper public purpose of the State of Michigan and its political subdivisions to provide housing for its citizens of low income and to encourage the development of such housing by providing for a service charge in lieu of property taxes in accordance with the State Housing Development Act of 1966 (1966 PA 346, as amended, MCL 125.1401, et seq. The City of Jackson is authorized by this Act to establish or change the service charge to be paid in lieu of taxes by any or all classes of housing exempt from taxation under this Act at any amount it chooses not to exceed the taxes that would be paid but for this Act.

It is further acknowledged that such housing for persons of low income is a public necessity, and as the City of Jackson will be benefited and improved by such housing, the encouragement of the same by providing certain real estate tax exemption for such housing is a valid public purpose; further, that the continuance of the provisions of this article for tax exemption and the service charge in lieu of taxes during the period contemplated in this article are essential to the determination of economic feasibility of this housing development which will be constructed and financed in reliance on such tax exemption.

Payment in Lieu of Tax Policy (“PILOT”) enacted by the City of Jackson provides that the City’s action on each application is within its discretion. The Excel-New Urban Two Limited Dividend Housing Association Limited Partnership ownership entity requested a 4% PILOT from the City during 2006 when the City’s then existing Ordinance 2003.19, adopted November 25, 2003, provided for a 4% PILOT upon passage of a project specific resolution by the City Council. The City Council has since reviewed and revised its PILOT policy. Having now adopted a new PILOT policy which by its terms provides a PILOT prospectively to projects which have not yet commenced construction or rehabilitation, the City Council recognizes, based on the facts of this particular situation, that as a matter of fairness this project should essentially be handled in a manner which will provide equivalent treatment to that which would have been made available under Ordinance 2003.19. Accordingly, using the discretion provided under the City’s new PILOT policy, the following provisions apply to Excel-New Urban Two Limited Dividend Housing Association Limited Partnership.

Section 24-62. Definitions.

All terms are defined as set forth in the State Housing Development Authority Act of 1966, being Public Act 346 of 1966, of the State of Michigan, as amended, except as follows:

Act means the State Housing Development Authority Act, being Public Act 346 of 1966 of the State of Michigan, as amended.

Annual shelter rent means the total collections during an agreed annual period from all occupants of a housing development representing rent or occupancy charges, exclusive of charges for gas, electricity, heat, or other utilities furnished to the occupants.

Authority means the Michigan State Housing Development Authority.

Class means low or moderate income persons.

Construction means the foundation of the building has been completed.

Housing development means a development which contains a significant element of housing for persons of low income and such elements of other housing, commercial, recreational, industrial, communal, and educational facilities as the Authority determines improves the quality of the development as it relates to housing for persons of low income.

Persons of low income means persons and families having an income of 120% or less of medium income.

Sponsor means a person(s) or entities, which have applied to the authority for an allocation under the low-income housing tax credit program (LIHTC) to finance a

housing development, more specifically in this Ordinance as Excel-New Urban Two Limited Dividend Housing Association Limited Partnership.

Utilities means fuel, water, sanitary sewer services and/or electrical service, which are paid by the housing development.

Section 24-63. Class of housing developments.

It is determined that the class of housing developments to which the tax exemption and service charge in lieu of such taxes applies are multiple dwellings for persons of low income, which are financed or assisted by the authority or which are federal aided, as defined in the Act. The sponsor has a housing development at the property identified in the City of Jackson Tax Assessor's records as Parcel No. 8-2492.0600 and more specifically identified as that portion of the parcel that consists of:

A PARCEL OF LAND IN THE NE ¼ OF SECTION 34, T2S, R1W, CITY OF JACKSON, JACKSON COUNTY, MICHIGAN AND MORE PARTICULARLY DESCRIBED AS COMMENCING AT THE NORTHEAST CORNER OF SAID SECTION 34: THENCE S 00°09'38"W 1141.31 FEET (1141.27 R), ON THE EAST LINE OF SAID SECTION 34; THENCE N89°50'22"W 33.00 FEET, TO INTERSECTION OF THE SOUTH LINE OF NORTH STREET AND THE WEST LINE OF COOPER STREET; THENCE N89°36'04"W 129.71 FEET, ON THE SOUTH LINE OF NORTH STREET; THENCE S00°10'48"W 88.34 FEET; THENCE S00°10'48"W 67.53 FEET; THENCE WEST 98.00 FEET TO THE POINT OF BEGINNING OF THIS DESCRIPTION; THENCE WEST 186.48 FEET; THENCE SOUTH 85.00 FEET; THENCE EAST 101.48 FEET; THENCE SOUTH 42.99 FEET; THENCE EAST 85.00 FEET; THENCE NORTH 127.99 FEET TO THE POINT OF BEGINNING, CONTAINING 0.45 ACRES.

(THIS IS NOT A BOUNDARY SURVEY)

Referred to as Phase 1BB.

Section 24-64. Establishment of annual service charge.

Housing developments for persons of low income and the properties on which they are constructed are exempt from all property taxes from and after the commencement of construction. The City of Jackson, acknowledging that the sponsor and the authority, in the case of a sponsor receiving a mortgage loan from the authority, have established the economic feasibility of the housing development in reliance upon the enactment and continuing effect of this article and the qualification of the housing development for exemption from all property taxes and a payment in lieu of taxes as established in this article, and in consideration of the sponsor's offer, subject to receipt of an allocation

under the LIHTC program, to construct, own and operate the housing development, agrees to accept payment of an annual service charge for public services in lieu of all property taxes. The annual service charge is be equal to four (4) percent of the difference between the annual shelter rents actually collected and utilities.

Section 24-65. Limitation on the payment of annual service charge.

Notwithstanding section 24-64 above the service charge to be paid each year in lieu of taxes for the part of the housing development which is tax exempt and which is occupied by nonresidential uses is equal to the full amount of the taxes which would be paid on that portion of the housing development if the housing development were not tax exempt.

Section 24-66. Contractual effect of article.

This Ordinance granting tax exempt status, as provided in this article, must be adopted for each housing development qualified under the terms and provisions of this article. Notwithstanding the provisions of Section 15(a)(5) of the Act to the contrary, a contract between the City of Jackson and the sponsor with the authority as third party beneficiary under the contract, to provide tax exemption and accept payments in lieu of taxes, as previously described, is effectuated by enactment of this Ordinance.

Section 24-67. Payment of service charge.

The annual service charge in lieu of taxes as determined under the article is payable in the same manner as general property taxes are payable to the City of Jackson except that the annual payment must be paid on or before May 1st of each year.

Section 24-68. Duration.

The tax exempt status of a housing development approved under this Ordinance remains in effect for 35 years from the date of the issuance of the certificates of occupancy for the housing development; provided, the certificates of occupancy for the housing development are issued within five years from the effective date of this Ordinance.

Section 24-69. Severability.

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

Section 2. This Ordinance takes effect 30 days after its adoption.



161 W. Michigan Avenue - Jackson, MI 49201
Telephone: (517) 788-4160 — Facsimile: (517) 788-4639

DATE: March 17, 2009
TO: William R. Ross, City Manager
FROM: Jon H. Dowling, P.E., City Engineer
RE: Contract Award Request, Dwight Street from Michigan Ave to north end

On March 17, 2009 bids were opened in the Purchasing Department for the Dwight Street Watermain Replacement contract. This contract is for the watermain replacement from Michigan Avenue to the north end. The engineer's estimate for the work is \$374,701.25. Bids were received as follows:

Concord Excavating	\$292,840.66
Dunigan Brothers	\$323,147.50
Jules Swartz and Sons	\$336,064.63
Mills Excavating	\$368,305.61
Bailey Sand and Gravel	\$369,312.16
TCI of Michigan	\$371,986.67
Bailey Excavating	\$386,265.43
C & D Hughes	\$417,831.40
Rothenberger	\$422,414.20
Sinatech Construction	\$454,231.50

In concurrence with the Purchasing Agent and the Director of Public Services, it is the recommendation of the Department of Engineering that the contract be awarded to Concord Excavating, Concord, Michigan at their low bid of \$292,840.66. This project will be paid from Water and Sanitary Sewer funds. With your concurrence, I request that this award be submitted to City Council for their approval and that the Mayor and the City Clerk to be authorized to sign the contract documents.

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

JD:tjs

c: Randall T. McMunn, P.E., Assistant City Engineer
Glenn M. Chinavare, Director of Public Services
Margaret Cunningham, Purchasing Agent
Troy R. White, P.E., Civil Engineer II
Lucy Schultz, Accounting Manager