



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

AGENDA – CITY COUNCIL MEETING

October 6, 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.**
6. **Citizen Comments. (3-Minute Limit)**
7. **Consent Calendar.**
 - A. Approval of the minutes of the regular City Council meeting of September 22, 2009, and of the special City Council meeting of September 29, 2009.
 - B. Approval of miscellaneous City licenses for the year expiring April 30, 2010, in accordance with the recommendation of the City Clerk.
 - C. Approval of the request from Kings of Rock Entertainment to conduct their Rocktoberfest band concert at the Riverwalk Amphitheatre on Saturday, October 10, 2009, beginning at 4:00 p.m. (Recommended approval received from the Police, Fire, Traffic Engineering, Public Services, and Parks/Forestry Departments, and Downtown Development Authority. Contingent upon proper insurance coverage.)
 - D. Approval of the extension of a Professional Service Agreement between the City and Allegiance Health, a local Employee Assistance Plan provider, in the amount of \$6,486.00 per year for the term of July 1, 2009 through June 30, 2011, and authorization for the Mayor to execute the appropriate document(s), in accordance with the recommendation of the Personnel and Labor Relations Director.
 - E. Approval of Change Order No. 2 to the contract with Paul Bengel Mechanical Contractors in the amount of \$4,331.00, covering additional expense for the Water Treatment Plant Improvements, and authorization for the Interim City Manager and Interim Water Department Director to execute the appropriate document(s).
 - F. Receipt of CDBG Financial Summary Report through August 31, 2009.
 - G. Receipt of the City of Jackson's summary of revenue and expenditures for two (2) months ended, August 31, 2009.
8. **Committee Reports.**
9. **Appointments.**
 - A. Approval of the Mayor's recommendation to appoint Interim City Manager, Christopher Lewis to various City Boards and Commissions beginning immediately and serving until a City Manager is appointed.

10. **Public Hearings.**
 - A. Public hearing to receive public comments regarding the United States Environmental Protection Agency (USEPA) Site Assessment Grant for hazardous substances.
 1. Resolution authorizing the Community Development Department to submit a grant application to the USEPA requesting \$200,000.00 for Hazardous Substance Assessments, subject to minor modifications by the Community Development staff.

11. **Resolutions.**
 - A. Consideration of a resolution amending the 2009-2010 budget to reflect the receipt of the Selective Traffic Enforcement Program (STEP) grant, in the amount of \$10,000.00
 - B. Consideration of a resolution approving the contract between the City and the Michigan Department of Transportation (MDOT) for reconstruction and watermain work on N. Jackson Street between Louis Glick Highway and Ganson Street, with an estimated construction cost of \$895,500.00 (City's portion is \$238,600.00), and authorization for the Mayor and City Clerk to execute the appropriate contract document(s), in accordance with the recommendation of the City Engineer.

12. **Ordinances.**

13. **Other Business.**
 - A. Consideration of the recommendations from the City Manager for budget amendments to the City's General Fund for fiscal year 2009-2010. (Postponed at the September 22, 2009, City Council meeting.)
 1. Consideration of an ordinance establishing compensation rates for administrative and supervisory employees of the City of Jackson. (Postponed at the September 22, 2009, City Council Meeting.)

14. **New Business.**

15. **City Councilmembers' Comments.**

16. **Manager's Comments.**

- *17. **Executive Session for legal opinions.**

18. **Return to Open Session.**

19. **Adjournment.**

*Item Added.

JACKSON CITY COUNCIL MEETING

MINUTES

SEPTEMBER 22, 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.

Mayor Ludwig noted the deletion of Item D.3. under New Business and the addition of Item G. under New Business.

Motion was made by Councilmember Gaiser and seconded by Councilmember Breeding to add to the agenda an inquiry into the conditions of the separation of the Fire Chief. The motion FAILED adoption by the following vote. Yeas: Councilmembers Breeding, Greer and Gaiser—3. Nays: Mayor Ludwig and Councilmembers Howe, Frounfelker and Polaczyk—4. Absent: 0.

Motion was made by Councilmember Howe and seconded by Councilmember Polaczyk to amend the agenda by postponing consideration of the portion of the resolution amending the General Fund for fy 2009-2010 that specifically concerns Fire Station No. 2 until the October 6, 2009, Council meeting and to delay consideration of the ordinance that deals with the definitions of “family” and “rooming house” until the October 20, 2009, Council meeting. 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.

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

PRESENTATIONS/PROCLAMATIONS.

None.

CITIZEN COMMENTS.

The following people spoke in opposition to closing Fire Station No. 2: Gail Mahoney, 114 Moore Street; Vivian Jackson, 147 Stanley Avenue; Kay Mayle, 157 E. Mansion Street; Rev. Billy Pierce, Jr., 1502 S. Milwaukee Street; Marian Taylor, 153 E. Mansion Street; Scott Aughney, 707 N. Park Avenue, and McKinley Harrell, 311 E. Prospect Street.

Ruben Marquez, 1905 Fourth Street, wants to hear Acting Fire Chief Beyerstedt's plan before commenting on the closing of Fire Station No. 2. Jan Tornga, 1517 E. Ganson Street, spoke in support of our City Fire Fighters and expressed disappointment in the closing of the Hayes Hotel.

Chris Gorton, 305 Duryeas Point, was available to answer questions on the Jackson Junior Welfare League request.

Steven Mobley, Athens, MI, introduced himself as an independent candidate for the State Senate 19th District seat.

Steve Conley, 1910 Essex Lane, spoke in support of Randy Treacher being named City Manager.

Karen Dunigan, 1808 Broadcrest, stated that now is the time for the elected leadership of the City to act. Essential steps must be taken immediately; we need quality basic services. She recommended that Randy Treacher be considered for the Interim City Manager position.

John Wilson, 1045 S. Durand, stated he doesn't know why Karen Dunigan feels that Randy Treacher is so qualified for the interim position. He said Ms. Dunigan should be thanked for her input, but her request to hire Randy Treacher should be denied.

Dr. Christopher Jones, 2515 Cooper Street, said he would like to be considered as a candidate for the Interim City Manager position.

Monzetta Irestone, 411 S. Grinnell Street, referred to an agreement with Broadspire Services on the agenda, stating that it will eliminate a job in the Personnel and Labor Relations Department.

CONSENT CALENDAR.

Councilmember Greer requested Items A and G be removed for separate consideration. Councilmember Breeding requested Item H be removed for separate consideration. Motion was made by Councilmember Frounfelker and seconded by Councilmember Polaczyk to approve the following Consent Calendar, with Items A, G and H removed for separate consideration. 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. *Removed for separate consideration.*
- B. Approval of the request from the Jackson High School Homecoming Parade Committee to close Brown Street from Michigan Avenue to Wildwood, and Wildwood from Daniel Road to Lydia Street, to hold their annual Homecoming Parade on Friday, October 16, 2009, with police assistance, beginning at 6:00 p.m. (Approval recommended by the Police, Fire, and Traffic Engineering Departments. Proper insurance coverage received.)
- C. Approval of the request from the Jackson Junior Welfare League to request closure of the 100 block of N. Mechanic Street from 12:00 p.m. through 12:00 a.m., to have a “mini” antique car display and request usage of municipal lots number 5 and 14 to hold their annual fundraiser event on Sunday, October 11, 2009, at the Michigan Theatre, 127 N. Mechanic Street. (Approval recommended by the Police, Fire, Traffic Engineering, Public Works and Parks/Forestry Departments and the Downtown Development Authority. Proper insurance coverage received.)
- D. Approval of the offer to purchase the City-owned property located on Colfax Street, Stencil 3-3222.5 (vacant lot), in the amount of \$1,500.00, waive a development agreement, conditioned upon the homeowner’s combining this parcel with their current property, 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.
- E. Approval of the request for a City water service extension to the properties located at 908, 1002, and 1018 S. Brown Street (Summit Township), in accordance with the recommendation of the City Engineer.
- F. Approval of Traffic Control Order Nos. (TCO) 2030 and 2031, prohibiting parking on the east side of N. East Avenue from Homewild Avenue to Burr Street, and on the east side of N. East Avenue from Burr Street to Ganson Street, respectively, in accordance with the recommendation of the City Engineer.
- G. *Removed for separate consideration.*
- H. *Removed for separate consideration.*
- I. Receipt of the Dangerous Building Report for August 31, 2009.
- J. Referral of a text amendment to the zoning ordinance, City Code, Chapter 28, addressing cell towers and cell antennas, and establishment of a public hearing at the City Planning Commission meeting.
- K. Establishment of October 6, 2009, at the City Council meeting as the time and place to hold a public hearing to hear public comments for the submittal of a United States Environmental Protection Agency Site Assessment Grant for hazardous substances.

CONSENT CALENDAR ITEM A.**Approval of the minutes of the regular City Council meeting of September 8, 2009.**

Motion was made by Councilmember Greer and seconded by Councilmember Frounfelker to approve the minutes, with the correction of the name “Kevin Thomas” to “Kevin Thomson” under the public hearing for the ordinance amending the definitions of “family” and “rooming house.” 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 ITEM G.

Approval of Traffic Control Order Nos. (TCO) 2032 and 2033, to install a device establishing right-of-way at the intersections of Hill Street and Spring Street, and Hill Place and Hill Street, respectively, in accordance with the recommendation of the City Engineer.

Motion was made by Councilmember Greer and seconded by Councilmember Polaczyk to concur with the desires of the residents of the neighborhood and have stop signs installed at these intersections. 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. *Councilmember Greer distributed a petition signed by 18 residents.*

CONSENT CALENDAR ITEM H.

Receipt of City Treasurer's Quarterly Report for the months of April, May, and June, 2009.

Motion was made by Councilmember Breeding and seconded by Councilmember Frounfelker to receive the Report. 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.

The City Manager was asked to respectfully request that the City Treasurer give the Council a presentation of his quarterly report.

COMMITTEE REPORTS.

A. CONSIDERATION OF THE FOLLOWING RECOMMENDATIONS FROM THE RULES AND PERSONNEL COMMITTEE:

1. CONSIDERATION OF THE RECOMMENDATION FROM THE RULES AND PERSONNEL COMMITTEE REGARDING THE ICMA-RC 401(A) QUALIFIED RETIREMENT PLAN. (REFERRED TO THE RULES AND PERSONNEL COMMITTEE AT THE SEPTEMBER 8, 2009, COUNCIL MEETING.)

A. RESOLUTION APPROVING ICMA-RC 401 (A) QUALIFIED RETIREMENT PLAN CONTRIBUTIONS FOR CERTAIN EMPLOYEES, WHICH SHALL BE TREATED AS EMPLOYER (PRE-TAX) CONTRIBUTIONS, AND SHALL BE MADE BY THE EMPLOYER IN LIEU OF CONTRIBUTIONS BY THE EMPLOYEE (POST-TAX).

Motion was made by Councilmember Gaiser and seconded by Councilmember Howe to postpone consideration of this matter for 2 weeks. The motion FAILED adoption by the following vote. Yeas: Councilmember Gaiser—1. Nays: Mayor Ludwig and Councilmembers Breeding, Greer, Frounfelker and Polaczyk—5. Abstain: Councilmember Howe—1. Absent: 0.

Motion was made by Councilmember Greer and seconded by Councilmember Howe to reconsider the vote. The motion FAILED adoption by the following vote. Yeas: Mayor Ludwig and Councilmember Breeding—2. Nays: Councilmembers Howe, Greer, Gaiser, Frounfelker and Polaczyk—5. Absent: 0.

Motion was made by Councilmember Frounfelker 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, Frounfelker and Polaczyk—6. Nays: Councilmember Gaiser—1. Absent: 0.

2. CONSIDERATION OF THE RECOMMENDATION FROM THE RULES AND PERSONNEL COMMITTEE TO APPROVE THE EMPLOYMENT AGREEMENT BETWEEN THE CITY AND DAVID TAYLOR, CITY ASSESSOR.

Motion was made by Councilmember Frounfelker and seconded by Councilmember Howe to approve the recommendation from the Rules and Personnel Committee. 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.

3. CONSIDERATION OF THE RECOMMENDATION FROM THE RULES AND PERSONNEL COMMITTEE TO APPROVE THE AMENDMENTS TO THE EMPLOYMENT AGREEMENT BETWEEN THE CITY AND JULIUS A. GIGLIO, CITY ATTORNEY.

Motion was made by Councilmember Frounfelker and seconded by Councilmember Greer to approve the recommendation from the Rules and Personnel Committee. 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.

4. CONSIDERATION OF THE RECOMMENDATION FROM THE RULES AND PERSONNEL COMMITTEE TO APPROVE THE AMENDMENTS TO THE EMPLOYMENT AGREEMENT BETWEEN THE CITY AND LYNN FESSEL, CITY CLERK.

Motion was made by Councilmember Frounfelker and seconded by Councilmember Polaczyk to approve the recommendation from the Rules and Personnel Committee. 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 Frounfelker and seconded by Councilmember Howe to receive the composite evaluations of the appointed officials and direct that they be placed in the affected appointed official's personnel file and that the City Councilmembers' individual evaluations of each official be secured in the office of the City Clerk. The motion was adopted by the following vote. Yeas: Mayor Ludwig and Councilmembers Breeding, Howe, Greer, Frounfelker and Polaczyk—6. Nays: Councilmember Gaiser—1. Absent: 0.

APPOINTMENTS.

None.

PUBLIC HEARINGS.

A. PUBLIC HEARING TO RECEIVE CITIZEN COMMENT ON THE CITY'S PERFORMANCE IN ADMINISTERING 2008-2009 COMMUNITY DEVELOPMENT BLOCK GRANT (CDBG) AND HOME PROGRAMS.

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

1. AUTHORIZATION TO SUBMIT THE CONSOLIDATED ANNUAL PERFORMANCE AND EVALUATION REPORT (CAPER) TO THE U.S. DEPARTMENT OF HOUSING AND URBAN DEVELOPMENT (HUD) BY THE DEADLINE OF SEPTEMBER 30, 2009.

Motion was made by Councilmember Polaczyk and seconded by Councilmember Greer to authorize submission of the Consolidated Annual Performance and Evaluation Report. 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 TO RECEIVE CITIZEN COMMENT REGARDING THE SALE OF THE INCUBATOR AT 414 N. JACKSON STREET.

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

RESOLUTIONS.

A. CONSIDERATION OF A RESOLUTION AMENDING THE 2009-2010 BUDGET TO REFLECT THE RECEIPT OF THE BYRNE JUSTICE ASSISTANCE GRANT (JAG) FUND, IN THE AMOUNT OF \$45,945.00.

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.

B. CONSIDERATION OF A RESOLUTION ESTABLISHING OCTOBER 20, 2009, AT THE CITY COUNCIL MEETING AS THE TIME AND PLACE TO HOLD A PUBLIC HEARING ON SPECIAL ASSESSMENT ROLL NO. 4181 FOR DELINQUENT MISCELLANEOUS GENERAL FUND ACCOUNTS RECEIVABLE AND DIRECTING THE CITY ASSESSOR TO PREPARE THE ROLL, IN ACCORDANCE WITH THE RECOMMENDATION OF THE CITY CLERK.

C. CONSIDERATION OF A RESOLUTION ESTABLISHING OCTOBER 20, 2009, AT THE CITY COUNCIL MEETING AS THE TIME AND PLACE TO HOLD A PUBLIC HEARING ON SPECIAL ASSESSMENT ROLL NO. 4182 FOR DELINQUENT MISCELLANEOUS BUILDING DEPARTMENT FUND ACCOUNTS RECEIVABLE AND DIRECTING THE CITY ASSESSOR TO PREPARE THE ROLL, IN ACCORDANCE WITH THE RECOMMENDATION OF THE CITY CLERK.

D. CONSIDERATION OF A RESOLUTION ESTABLISHING OCTOBER 20, 2009, AT THE CITY COUNCIL MEETING AS THE TIME AND PLACE TO HOLD A

- PUBLIC HEARING ON SPECIAL ASSESSMENT ROLL NO. 4183 FOR DELINQUENT MISCELLANEOUS COMMUNITY DEVELOPMENT BLOCK GRANT FUND ACCOUNTS RECEIVABLE AND DIRECTING THE CITY ASSESSOR TO PREPARE THE ROLL, IN ACCORDANCE WITH THE RECOMMENDATION OF THE CITY CLERK.**
- E. CONSIDERATION OF A RESOLUTION ESTABLISHING OCTOBER 20, 2009, AT THE CITY COUNCIL MEETING AS THE TIME AND PLACE TO HOLD A PUBLIC HEARING ON SPECIAL ASSESSMENT ROLL NO. 4184 FOR DELINQUENT MISCELLANEOUS WASTEWATER FUND ACCOUNTS RECEIVABLE AND DIRECTING THE CITY ASSESSOR TO PREPARE THE ROLL, IN ACCORDANCE WITH THE RECOMMENDATION OF THE CITY CLERK.**
- F. CONSIDERATION OF A RESOLUTION ESTABLISHING OCTOBER 20, 2009, AT THE CITY COUNCIL MEETING AS THE TIME AND PLACE TO HOLD A PUBLIC HEARING ON SPECIAL ASSESSMENT ROLL NO. 4185 FOR DELINQUENT MISCELLANEOUS WATER FUND ACCOUNTS RECEIVABLE AND DIRECTING THE CITY ASSESSOR TO PREPARE THE ROLL, IN ACCORDANCE WITH THE RECOMMENDATION OF THE CITY CLERK.**
- G. CONSIDERATION OF A RESOLUTION ESTABLISHING OCTOBER 20, 2009, AT THE CITY COUNCIL MEETING AS THE TIME AND PLACE TO HOLD A PUBLIC HEARING ON SPECIAL ASSESSMENT ROLL NO. 4186 FOR DELINQUENT MISCELLANEOUS PUBLIC WORKS FUND ACCOUNTS RECEIVABLE AND DIRECTING THE CITY ASSESSOR TO PREPARE THE ROLL, IN ACCORDANCE WITH THE RECOMMENDATION OF THE CITY CLERK.**

Motion was made by Councilmember Breeding and seconded by Councilmember Greer to adopt the resolutions in Items B through G 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.

- H. CONSIDERATION OF A RESOLUTION AMENDING THE 2007-2008 (YEAR 33), 2008-2009 (YEAR 34), AND 2009-2010 (YEAR 35) COMMUNITY DEVELOPMENT BLOCK GRANT (CDBG) BUDGETS, TO BUDGET THE ADDITIONAL PROGRAM INCOME IN THE TOTAL AMOUNT OF \$26,104.00 TO THE CLEANUP (\$5,000.00), THE NRC (\$1,187.00), AND SPECIAL ASSESSMENTS (\$19,917.00).**

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.

- I. CONSIDERATION OF A RESOLUTION APPROVING THE CONTRACT BETWEEN THE CITY AND THE MICHIGAN DEPARTMENT OF TRANSPORTATION (MDOT) FOR CONSTRUCTION WORK ON THE NORTH MECHANIC STREET BRIDGE PROJECT, WITH AN ESTIMATED CONSTRUCTION COST OF \$1,146,000.00 (CITY'S PORTION IS \$76,200.00), AND AUTHORIZATION FOR THE MAYOR AND CITY CLERK TO EXECUTE THE APPROPRIATE CONTRACT DOCUMENT(S), IN ACCORDANCE WITH THE RECOMMENDATION OF THE CITY ENGINEER.**

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

Mayor Ludwig called a recess at 8:17 p.m. The Council reconvened at 8:27 p.m.

ORDINANCES.

- A. FINAL ADOPTION OF ORDINANCE NO. 2009.13 AMENDING CHAPTER 28, SECTION 28-86, SUBSECTION 6, CITY CODE, ALLOWING HANDICAP ACCESSIBLE RAMPS WITHIN REQUIRED YARDS.**

Motion was made by Councilmember Greer and seconded by Councilmember Polaczyk to adopt Ordinance No. 2009.13. The motion was adopted by the following vote. Yeas: Mayor Ludwig and Councilmembers Howe, Greer, Gaiser, Frounfelker and Polaczyk—6. Nays: Councilmember Breeding—1. Absent: 0.

OTHER BUSINESS.

- A. CONSIDERATION OF THE REQUEST TO APPROVE SIX (6) REVOCABLE LICENSES TO BE ISSUED TO THE JACKSON TRANSPORTATION AUTHORITY, TO INSTALL SIX (6) BUS SHELTERS AT VARIOUS LOCATIONS IN THE CITY, CONTINGENT UPON THE STATE HISTORIC PRESERVATION OFFICE APPROVAL, AND AUTHORIZATION FOR THE MAYOR AND CITY CLERK TO EXECUTE THE APPROPRIATE DOCUMENT(S), IN ACCORDANCE WITH THE RECOMMENDATION OF THE CITY ENGINEER. (TWO (2) WERE POSTPONED AT THE SEPTEMBER 8, 2009, CITY COUNCIL MEETING.)**

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

- B. CONSIDERATION OF THE RENEWAL OF A LEASE BETWEEN THE CITY AND JOHN GEORGE HOME, INC, FOR PROPERTY AT 1501 E. GANSON STREET, FOR A THIRTY YEAR (30) TERM, AND AUTHORIZATION FOR THE MAYOR AND CITY CLERK TO EXECUTE THE APPROPRIATE DOCUMENT(S), AND FOR THE CITY ATTORNEY TO MAKE MINOR MODIFICATIONS TO THE LEASE PRIOR TO EXECUTION.**

Motion was made by Councilmember Frounfelker and seconded by Councilmember Greer to approve the renewal of the lease, authorize the Mayor and City Clerk to execute the appropriate document(s), and for the City Attorney to make minor modifications to the lease prior to execution. 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 THE REQUEST TO APPROVE A MEMORANDUM OF AGREEMENT (MOA) BETWEEN THE CITY, THE ENTERPRISE GROUP PROPERTY DEVELOPMENT, LLC, AND THE MICHIGAN STATE HISTORIC**

PRESERVATION OFFICE, FOR DEMOLITION AT 600 N. MECHANIC STREET (ACME BUILDING), AND AUTHORIZATION FOR THE CITY ATTORNEY TO MAKE MINOR MODIFICATIONS IF NECESSARY, AND FOR THE MAYOR TO EXECUTE THE APPROPRIATE DOCUMENT(S), IN ACCORDANCE WITH THE RECOMMENDATION OF THE COMMUNITY DEVELOPMENT DIRECTOR.

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

NEW BUSINESS.

A. CONSIDERATION OF THE FOLLOWING RECOMMENDATION FROM THE DOWNTOWN DEVELOPMENT AUTHORITY (DDA) REGARDING THE METERLESS PARKING SYSTEM:

1. CONTINUATION OF THE METERLESS PARKING SYSTEM AUTHORIZING THE CITY ASSESSOR TO START THE INFORMATION GATHERING AND VERIFICATION PROCESS FOR THE 2009-2010 METERLESS PARKING PROGRAM.

Motion was made by Councilmember Polaczyk and seconded by Councilmember Frounfelker to continue the Meterless Parking System, authorizing the City Assessor to start the information gathering and verification process. 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 THE REQUEST TO APPROVE CHANGE ORDER NO. 1 TO THE CONTRACT WITH BELDEN PAVING CO., INC., (ON AN AS NEEDED BASIS) IN THE INCREASED AMOUNT OF \$50,000.00, FOR ADDITIONAL PAVING WORK FOR WATER MAIN PROJECTS AND STREET CUTS FOR WATER MAIN BREAKS, AND AUTHORIZATION FOR THE CITY MANAGER, AND THE INTERIM WATER DEPARTMENT DIRECTOR TO EXECUTE THE APPROPRIATE DOCUMENT(S), IN ACCORDANCE WITH THE RECOMMENDATION OF THE INTERIM WATER DEPARTMENT DIRECTOR.

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

C. CONSIDERATION OF THE REQUEST TO APPROVE A TWO-YEAR AGREEMENT WITH BROADSPIRE SERVICES, INC., FOR THIRD PARTY ADMINISTRATOR OF WORKERS COMPENSATION CASES IN THE AMOUNT OF \$41,478.00, IN ACCORDANCE WITH THE RECOMMENDATION OF THE DIRECTOR OF PERSONNEL & LABOR RELATIONS.

Motion was made by Councilmember Gaiser and seconded by Councilmember Greer to deny the request. The motion FAILED adoption by the following vote. Yeas:

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

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

Mayor Ludwig called a recess at 8:52 p.m. The Council reconvened at 8:57 p.m.

D. CONSIDERATION OF THE RECOMMENDATIONS FROM THE CITY MANAGER FOR BUDGET AMENDMENTS TO THE CITY'S GENERAL FUND FOR FISCAL YEAR 2009-2010:

1. CONSIDERATION OF A RESOLUTION AMENDING THE CITY'S GENERAL FUND FOR FISCAL YEAR 2009-2010.

Motion was made by Councilmember Greer and seconded by Councilmember Howe to adopt the resolution, concurring with Item Nos. 1,2,3,4 and 6 and omitting Item No.5. (Consideration of Item 7 was postponed when the agenda was adopted.)

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

Item No. 1: Transfer a portion of the salary of the individual in the Finance Department who manages the day-to-day affairs of the pension systems to the three pension boards. Motion was made by Councilmember Greer and seconded by Councilmember Howe to approve Item No. 1. The motion was adopted by the following vote. Yeas: Mayor Ludwig and Councilmembers Howe, Greer, Frounfelker and Polaczyk—5. Nays: Councilmembers Breeding and Gaiser—2. Absent: 0.

Item No. 2: Transfer the cost of leaf pickup from the General Fund to the Street Budget. Motion was made by Councilmember Greer and seconded by Councilmember Howe to approve Item No. 2. The motion was adopted by the following vote. Yeas: Mayor Ludwig and Councilmembers Breeding, Howe, Greer and Frounfelker—5. Nays: Councilmembers Gaiser and Polaczyk—2. Absent: 0.

Item No. 3: Elimination of hanging baskets in the central business district. Motion was made by Councilmember Greer and seconded by Councilmember Howe to approve Item No. 3. The motion was adopted by the following vote. Yeas: Mayor Ludwig and Councilmembers Breeding, Howe, Greer, Frounfelker and Polaczyk—6. Nays: Councilmember Gaiser—1. Absent: 0.

Item No. 4: Reductions in tree trimming and tree removal. Motion was made by Councilmember Greer and seconded by Councilmember Howe to approve Item No. 4. The motion was adopted by the following vote. Yeas: Mayor Ludwig and Councilmembers Breeding, Howe, Greer, Frounfelker and Polaczyk—6. Nays: Councilmember Gaiser—1. Absent: 0.

Item No. 6: Opening and closing Ella Sharp Park pool later and earlier than usual. Motion was made by Councilmember Polaczyk and seconded by Councilmember Greer to approve Item No. 6. The motion was adopted by the following vote. Yeas: Mayor Ludwig and Councilmembers Breeding, Howe, Greer, Frounfelker and Polaczyk—6. Nays: Councilmember Gaiser—1. Absent: 0.

Item No. 5: Elimination of the Benefits Technician Position. Motion was made by Councilmember Polaczyk and seconded by Councilmember Howe to bring this Item back at the next regular City Council meeting for consideration. The motion was adopted by the following vote. Yeas: Mayor Ludwig and Councilmembers Breeding, Howe, Greer, Frounfelker and Polaczyk—6. Nays: Councilmember Gaiser—1. Absent: 0.

Motion was made by Councilmember Greer and seconded by Councilmember Polaczyk to adopt the resolution, as amended above. The motion was adopted by the following vote. Yeas: Mayor Ludwig and Councilmembers Howe, Greer, Frounfelker and Polaczyk—5. Nays: Councilmembers Breeding and Gaiser—2. Absent: 0.

2. CONSIDERATION OF AN ORDINANCE ESTABLISHING COMPENSATION RATES FOR ADMINISTRATIVE AND SUPERVISORY EMPLOYEES OF THE CITY OF JACKSON.

Motion was made by Councilmember Breeding and seconded by Councilmember Howe to postpone consideration of the ordinance until after the Council deals with the Fire Station issue. The motion was adopted by the following vote. Yeas: Councilmembers Breeding, Howe, Greer, Gaiser and Polaczyk—5. Nays: Mayor Ludwig and Councilmember Frounfelker—2. Absent: 0.

3. ITEM DELETED.

E. RECEIPT OF CITY MANAGER'S NOTICE OF RETIREMENT DATE EFFECTIVE OCTOBER 2, 2009.

Motion was made by Councilmember Polaczyk and seconded by Councilmember Frounfelker to receive the notice. 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. CONSIDERATION OF THE APPOINTMENT OF AN INTERIM CITY MANAGER.

Motion was made by Councilmember Breeding and seconded by Councilmember Geer to appoint former City Manager Warren Renando to the position of Interim City Manager. (Motion was made by Councilmember Greer and seconded by Councilmember Gaiser to close the nominations. Councilmember Greer withdrew his motion; Councilmember Gaiser withdrew his second.) The motion FAILED adoption by the following vote. Yeas: Councilmembers Breeding, Greer and Gaiser—3. Nays: Mayor Ludwig and Councilmembers Howe, Frounfelker and Polaczyk—4. Absent: 0.

Motion was made by Councilmember Frounfelker and seconded by Councilmember Polaczyk to appoint Chris Lewis to the position of Interim City Manager. The motion was adopted by the following vote. Yeas: Mayor Ludwig and Councilmembers Howe,

Frounfelker and Polaczyk—4. Nays: Councilmembers Breeding, Greer and Gaiser—3. Absent: 0.

- G. CONSIDERATION OF THE REQUEST FROM THE CHRISTIAN SCIENCE READING ROOM AUTHORIZING THEM TO LEAVE THEIR FURNISHINGS, BOOKS, AND OTHER PERSONAL PROPERTY AT THE SITE AFTER OCTOBER 15, 2009, AND NO LATER THAN DECEMBER 31, 2009, (DELAYING CLOSURE OF THE BUILDING UNTIL THAT TIME), AND AUTHORIZATION FOR THE CITY ATTORNEY TO DRAFT THE APPROPRIATE DOCUMENTS IN COMPLIANCE WITH THAT DIRECTIVE, AND FOR THE MAYOR AND CITY CLERK TO EXECUTE THE APPROPRIATE DOCUMENTS(S).**

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

CITY COUNCILMEMBERS' COMMENTS.

Councilmember Greer offered his congratulations to Mr. Lewis and stated he is looking forward to working with him. He also announced he will be attending the MML Convention and passing along the Community Excellence Award to the next winner.

Councilmember Gaiser also offered his congratulations to Mr. Lewis. He discussed Fire Chief Bosell's announcement that he was leaving, asking if he was fired or if he retired. The City Manager stated he retired. Councilmember Gaiser inquired if notice was given and expressed concern about this matter being handled properly. The Manager replied that the retirement was mutually agreed upon. Councilmember Gaiser also thanked all of the citizens in the audience for coming to the meeting.

Councilmember Frounfelker requested updated reports on accounts receivable and on the bonds related to the Consumers Energy Headquarters. He also asked for information on response times from certain fire stations, the level of responses from each station and, if possible, how many times an ambulance would arrive before or at the same time as the Fire Department. He would also like information on how mutual aid works with rescues and fires in some of the remote areas of the City.

Councilmember Polaczyk remarked on tree trimming done by Consumers Energy, hoping that this could be done with a little more care. He inquired about the elevator at the Hayes Hotel, asking when a decision needs to be made on whether we are going to recertify it. He also welcomed Mr. Lewis.

Mayor Ludwig apologized to the Council and to the audience for his very brief outburst this evening. He did not apologize for his reactions last week regarding the closing of the Fire Station.

CITY MANAGER'S COMMENTS.

No comments.

ADJOURNMENT.

No further business being presented, a motion was made by Councilmember Greer and seconded by Councilmember Howe to adjourn the meeting. The motion was adopted by the following vote. Yeas:

9/22/09

13

Mayor Ludwig and Councilmembers Breeding, Howe, Greer, Gaiser, Frounfelker and Polaczyk—7.
Nays: 0. Absent: 0. The meeting adjourned at 10:05 p.m.

Lynn Fessel
City Clerk

**JACKSON CITY COUNCIL
SPECIAL MEETING MINUTES
SEPTEMBER 29, 2009**

The Jackson City Council met in special session in City Hall for a workshop on interviewing candidates for the position of City Manager. The workshop, conducted by the search firm Education Associates of Michigan, convened at 6:18 p.m.

Present were Mayor Jerry F. Ludwig and Councilmembers Carl L. Breeding, Robert B. Howe, Kenneth E. Gaiser, Andrew R. Frounfelker and John R. Polaczyk—6. Absent with excuse was Councilmember Daniel P. Greer-1. Also present were City Attorney Julius A. Giglio and City Clerk Lynn Fessel.

Topics of the power point presentation included review of candidate credentials, calling references, the interview process, types of questions and home site visits.

The meeting concluded at 7:25 p.m.

Lynn Fessel
City Clerk

MEMORANDUM

City Clerk's Office



September 28, 2009

MEMO TO: Honorable Mayor and City Councilmembers

SUBJECT: City License Approval

City Council approval is required for dry cleaners, taxicab companies, exterminators and gasoline pumps. The listing below represents companies that returned renewal applications for these types of businesses. I am requesting City Council approve these licenses at the October 6 meeting. All appropriate department approvals, insurance certificates and fees have been received. Thank you.

Dry Cleaners

Snow White Laundry
432 N. Blackstone Street

Taxicab Company

D & M Cab
3505 E. Michigan Avenue

Exterminator

Terminex International
Lansing Michigan

Gasoline Pump

Petro Mart
2002 E. Michigan Avenue

c: City Manager



City Clerk

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

September 29, 2009

TO: William R. Ross, City Manager
FROM: Angela Arnold, Deputy City Clerk *Angela Arnold*
RE: Kings of Rock Entertainment – Rocktoberfest Concert

Kings of Rock Entertainment is requesting approval to hold their Rocktoberfest concert at the Riverwalk Amphitheatre on Saturday, October 11, 2009, beginning at 4:00 p.m.

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

Please place this request on the Council's October 6th consent calendar for their consideration, contingent upon receipt of proper insurance coverage.

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: 9/10/09 **Time:** 4:20 **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: Kings of Rock Entertainment

Organization Address: 207 First Street, Jackson MI

Organization Agent: Tim Corser Title: CEO

Phone: Work 517-414-6785 Home _____ During event 517-414-6785

Agent's Address: 207 First Street, Jackson MI 49201

Agent's E-Mail Address: timcorser@hotmail.com

Event Name: Rocktoberfest

Please give a brief description of the proposed special event: 8 band concert

Event Day(s) & Date(s): Oct 10th, 2009 Event Time(s): 4pm - 1am

Set-Up Date & Time: Oct 10th, 2009 12pm Tear-Down Date & Time: 1am

Event Location: Riverwalk Amphitheatre

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

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

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

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

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

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

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

If yes, what time? 2 weeks until _____



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

ATTENDANCE: What is the expected (estimated) attendance for this event? 500 - 1000

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

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

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

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

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

9-10-09
 Date


 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: Rocktoberfest – Saturday, October 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: \$ -0-

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

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

Have businesses been notified for street closures?: YES NO

Reason for disapproval: _____

Any special requirements/conditions:

Insurance/Indemnification Received: _____ Insurance Approved: _____

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

MEMORANDUM

CITY OF JACKSON
PERSONNEL AND LABOR RELATIONS
161 West Michigan Avenue
Jackson, MI 49201
(517) 788-4046 * Facsimile (517) 768-5824

TO: William Ross, City Manager
FROM: Christopher W. Lewis, Director of Personnel
DATE: September 23, 2009
RE: Allegiance Employee Assistance Program – Professional Services Agreement

Attached is the Professional Services Agreement to continue our Employee Assistance Program with Allegiance. This is invaluable benefit to our work force, especially in these difficult times.

I ask that you recommend approval of this agreement by the City Council.



Allegiance
H E A L T H

September 18, 2009

Christopher Lewis, J.D.
Director of Personnel and Labor Relations
City of Jackson
161 W. Michigan Avenue
Jackson, Michigan 49201

RE: Allegiance Employee Assistance Program
Professional Services Agreement

Dear Mr. Lewis,

Enclosed is the Professional Service Agreement for employee assistance services, provided by the Allegiance Employee Assistance Program, a program of Allegiance Health. These are for services to be provided for the term beginning July 1, 2009 and expiring June 30, 2011. The Agreement has been reviewed by Maribeth Coulombe, Allegiance's Associate Legal Counsel and signed by Karen Chaprnka, Senior Vice President and Chief Operating Officer of Allegiance Health.

Would you please return to my office a fully executed copy of the Agreement.

Please do not hesitate to contact me if there are questions regarding the Extension of the Agreement.

Sincerely,

Barbara L. O'Connor, LMSW, ACSW
Manager
Allegiance Employee Assistance Program

Enclosures

EXTENSION OF AGREEMENT

This Agreement, is made retroactive to the date of June 30, 2009, by and between the City of Jackson, a Michigan municipal corporation, with offices at 161 West Michigan Avenue, Jackson, Michigan (hereinafter "Owner") and **W.A. Foote Memorial Hospital d/b/a Allegiance Health, 205 N. East Avenue, Jackson, MI 49201** (hereinafter "PSP").

WITNESSETH:

WHEREAS, the Owner and the PSP have heretofore entered into a certain Agreement dated **August 1, 2005**, for **Employee Assistance Program**; and

WHEREAS, said Agreement expired by its terms on the **30th** day of **June, 2007**, except as extended; and

WHEREAS, said the Jackson City Council approved an extension of the Agreement on **June 12, 2007**, and

WHEREAS, said Agreement expired by its terms on the **30th** day of **June, 2009**, except as extended; and

WHEREAS, it is the desire of the parties hereto to extend the term of said Agreement, together with all other covenants and obligations therein contained;

NOW THEREFORE, for and in consideration of the sum of one and no/100 dollars (\$1.00), and other good and valuable consideration, the receipt of which is hereby acknowledged, the parties hereto agree as follows:

1. The Agreement between the City and PSP dated **August 1, 2005**, is hereby incorporated by reference and made part as though set forth in full.
2. The original Agreement dated **August 1, 2005** is amended as follows:
 - A. The term thereof shall be extended expiring **June 30, 2011**.

B. The City shall pay the same unit bid price for performance by the PSP as is provided in the original Agreement. Contract dollar amount of \$6,486.00 per year.

3. The Parties agree that the Hospital's program of self-insurance, funded in accordance with actuarial recommendations shall suffice for purposes of this Agreement. The City of Jackson shall be a certificate holder, and Hospital shall provide the City with a certificate evidencing such insurance, upon request.

4. Except as herein modified, all terms, conditions, covenants and obligations as set forth in the aforesaid original Agreement dated **August 1, 2005**, shall remain in full force and effect for the term of this extension.

IN WITNESS WHEREOF, the parties hereto have set their hands and seals this _____ day of _____, 2009.

In the presence of:

CITY OF JACKSON, MICHIGAN
a Municipal Corporation

Witness

By _____
Jerry F. Ludwig, Mayor

Witness

By _____
Lynn Fessel, City Clerk

* * * * *

ALLEGIANCE HEALTH (PSP)

Witness

By *Karen Chaprnka*
Signature

REVIEWED
Legal Affairs
9/1/09
<i>mar</i>

Karen Chaprnka
Please print or type name

Title: Sr. Vice President & COO

APPROVED AS TO SUBSTANCE:

APPROVED AS TO FORM:

William R. Ross
City Manager

Julius A. Giglio
City Attorney



September 30, 2009

TO: William R. Ross, City Manager
FROM: Paul Vermaaten, Interim Director Water Department
RE: Change Order for Paul Bengel Mechanical Contractors

P.V.

Attached is a request for Change Order No. 2, to Paul Bengel Mechanical Contractors, of Jackson, Michigan, to do additional work at the Water Treatment Plant, prepared by Jones & Henry Engineers, Ltd. Jones & Henry are providing engineering services for the project at the Water Treatment Plant. The amount of the original contract for improvements at the WTP was \$234,000.00 and approved by Council on September 9, 2008.

The original contract was to cover the following improvements at the plant:

- Removal and replacement of raw water influent piping and valving.
- Removal and replacement of high service pump piping and the relocation of existing gate valve in the existing high service pumping station.
- Removal and replacement of two (2) 36-inch gate valves that isolate flow between the east and west primary clarifiers.

This work was required to upgrade and replace badly corroded, inoperable and/or antiquated design infrastructure components.

During the course of construction to complete the original contract, the following items were discovered and need to be included with this work. Description of additional work is as follows:

(1) Cleaning sludge buildup in the trench of the 24-inch raw water line that was replaced.	\$1,560
(2) Re-routing an existing sludge pump line around the new DIP piping.	\$1,714
(3) The Contractor proposed changes to the existing supports on the 16-inch DIP line that required additional secondary supports to be added.	\$1,764
(4) Replacing the existing concrete pipe saddles that supported the 24-inch raw water line since they would not match the larger diameter DIP piping.	\$4,087
(5a) The deletion of the work item of replacing the steel wall sleeve for the 24-inch raw water line's entry into the basement of the Water Treatment Plant.	-\$4,000
(5b) Re-using the existing blind flanges on the 24-inch raw water line that was replaced.	<u>-\$ 794</u>
Total Change Order No. 2:	\$ 4,331

With your concurrence, I request that the attached Change Order No. 2 for \$4,331.00 be approved to cover the additional expense for the Water Treatment Plant Improvements. Funds are available in the fiscal year 2009-2010 Water Department Budget, Water Equipment & Replacement Fund. Please review and approve attached Change Order.

CC: Lynn Fessel, Purchasing Agent
Lucinda Schultz, Accounting Manager



Jones & Henry Engineers, Ltd.

4791 CAMPUS DRIVE, KALAMAZOO, MICHIGAN 49008 • 269/353-9650
www.jheng.com FAX • 269/353-9651

September 25, 2009

Mr. Paul Vermaaten
Interim – Director of Public Services
City of Jackson – Water Department
515 Water Street
Jackson, MI 49203-1997

Subject: WTP Improvements – Change Order #2
Project Number 832-6158

Dear Mr. Vermaaten:

There are three (4) distinct items included under this Change Order which are described as follows:

1. There was a significant amount of sludge buildup in the trench of the 24-inch raw water line that was replaced. Although it was made known that this was the case at the preconstruction meeting the Contractor has requested additional compensation for the work. Jones & Henry has reviewed this issue with WTP personnel and it has been determined that the bidders were made aware of the sludge prior to bidding, but due to the excessive quantity of the sludge removed, the Contractor deserves some additional compensation. Therefore, we are recommending compensation on the order of 20-hours of labor (half of what the Contractor requested), which equates to a net cost increase for this item of \$1,560.00.
2. During the course of the construction it was discovered that one of the existing sludge pump lines was considerably closer to the new 16-inch DIP piping than was expected. As such, it was necessary to reroute the sludge pump line around the new DIP piping and this additional labor and material carries a net cost increase of \$1,714.00.
3. The Contractor proposed changes to the existing supports on the 16-inch DIP line that required additional secondary supports to be added. This additional work included additional labor and materials (in the form of steel for the supports) and the services of a concrete coring subcontractor, which equates to a net cost increase of \$1,764.00.
4. The existing concrete pipe saddles that supported the 24-inch raw water line were replaced since they would not match the larger diameter DIP piping. This was partially the Contractor's decision although WTP personnel were consulted. As such, we are recommending that the City compensate the Contractor for the concrete subcontractor (\$3,151.00) and one half of the labor compensation requested (\$936.00). This equates to a net increase of \$4,087.00.
5. There have been several items that have also been eliminated either because they were not necessary or the City did not want them. As such, the Contractor will be providing a deduction amount for all of these items. The deduction items are as follows:

- a. After the start of the construction the Contractor expressed concerns about the concept of replacing the steel wall sleeve for the 24-inch raw water line's entry into the basement of the WTP. This issue was discussed at length with both the WTP personnel and the Contractor and it was determined that replacing the sleeve may not be feasible as a part of this project due to concerns over the chance of complications with the replacement that could have led to water supply issues for the WTP. Consequently this work item was eliminated from the project and we are recommending that the Contractor provide a contract deduction in the amount of ~~\$4,000.00~~.
- b. The existing blind flanges on the ends of the 24-inch raw water line in the east and west pipe trenches were reused at the City's request. This necessitated wire-brushing and other minor cleanup prior to painting (approximately 2-hrs of labor). This still prevented the contractor from having to buy the 24-inch blind flanges themselves. The deduction for this material reuse is ~~\$794.00~~ [~~\$475.00(2)-\$78.00/hr(2hrs)=\$794.00~~].

So in summary the increase to the contract cost will be as follows:

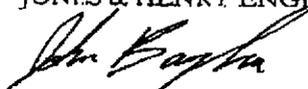
Item	Cost
1.	+\$1,560.00
2.	+\$1,714.00
3.	+\$1,764.00
4.	+\$4,087.00
5. a.	-\$4,000.00
5. b.	-\$794.00
	<u>\$4,331.00</u>

All of the items under this Change Order have become necessary for the Project's successful completion and are recommended by Jones & Henry to be approved by the City.

If you need additional information or have questions or comments please do not hesitate to contact us.

Sincerely,

JONES & HENRY ENGINEERS, Ltd.



John J. Bayha, EIT
Engineer

Attach:

1. Change Order #2
2. Quoted prices from *Paul Bengel Mechanical Contractors* for the additional labor and materials required by the proposed changes to the scope of work.

Encl.

c: Paul Hudson, Jackson WTP Superintendent
Paul Romano, PE, Office Director

File (JH Project # 832-6158)



CHANGE ORDER

Name of Project Water Treatment Plant Improvements Project Number 832-6158.001

Page 1 of 2

Contractor Paul Bengel Mechanical Contractors

Change Order No. 2

Address 420 E. Prospect Ave., Jackson, MI 49203

Date September 23, 2009

Description of Change			
Item 1	Cleaning sludge buildup in the trench of the 24-inch raw water line that was replaced.	\$	1,560.00
Item 2	Rerouting an existing sludge pump line around the new DIP piping.	\$	1,714.00
Item 3	The Contractor proposed changes to the existing supports on the 16-inch DIP line that required additional secondary supports to be added.	\$	1,764.00
Item 4	Replacing the existing concrete pipe saddles that supported the 24-inch raw water line since they would not match the larger diameter DIP piping.	\$	4,087.00
Item 5 a.	The deletion of the work item of replacing the steel wall sleeve for the 24-inch raw water line's entry into the basement of the WTP.	\$	-4,000.00
Item 5 b.	Reusing the existing blind flanges on the 24-inch raw water line that was replaced.	\$	-794.00

Bid Amount \$ 234,000.00 Total Increase \$ 4,331.00

Net Change through Change Order \$ 4,331.00

Present Contract Amount \$ 238,331.00

Change in Time of Completion N/A to N/A

All claims against OWNER, which are incidental to or a consequence of this Change Order, are satisfied.

Prepared By: Jones & Henry Engineers, Ltd. By [Signature] Date 9-23-09

Accepted Paul Bengel Mechanical Contractors By _____ Date _____
Contractor

Approved The City of Jackson, MI By _____ Date _____
Owner



Community Development

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

September 28, 2009

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

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

Please place this item for consideration on the October 6, 2009 City Council agenda.

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

CLK:hls

**City of Jackson
Community Development Block Grant
Monthly Financial Summary
For the Two Months Ended August 31, 2009**

	Budgeted	Expended Prior Year	Actual Month-to-Date	Actual Year-to-Date	Total Funds Expended- to-Date	Balance	Percent Spent
<u>Public Services</u>							
1 American Red Cross (FY 2008/2009)	2,000	1,899	-	-	1,899	101	95.0%
2 Center for Family Health	15,000	-	-	-	-	15,000	0.0%
3 Fair Housing Services (FY 2004/2005)	10,000	-	-	-	-	10,000	0.0%
4 Family Services & Children's Aid	10,000	-	-	-	-	10,000	0.0%
5 Human Relations Comm (Cool Cities Youth Council)							
FY 2007/2008	5,000	2,503	-	-	2,503	2,497	50.1%
FY 2008/2009	1,000	-	-	-	-	1,000	0.0%
6 JAHC - Homeownership Training	6,000	-	-	-	-	6,000	0.0%
7 JAHC - Foreclosure Prevention & Housing Counseling							
FY 2008/2009	27,273	11,381	2,539	2,539	13,920	13,353	51.0%
FY 2009/2010	12,500	-	-	-	-	12,500	0.0%
8 Legal Services of SE Michigan (FY 2007/2008)	1,500	919	281	281	1,200	300	80.0%
9 MLK Summer Program	40,000	-	-	-	-	40,000	0.0%
10 Neighborhood Resource Centers (FY 2008/2009)	12,000	13,177	-	10	13,187	(1,187)	109.9%
11 Partnership Park-After School Programs	5,000	-	-	-	-	5,000	0.0%
12 Salvation Army - Heating Assistance							
FY 2008/2009	63,000	18,001	-	44,999	63,000	-	100.0%
FY 2009/2010	52,000	-	-	-	-	52,000	0.0%
13 United Way - 211 Services							
FY 2008/2009	10,000	7,500	-	2,500	10,000	-	100.0%
FY 2009/2010	12,000	-	-	-	-	12,000	0.0%
<u>Administration</u>							
14 Administration & Planning							
FY 2008/2009	248,600	145,276	20,267	39,167	184,443	64,157	74.2%
FY 2009/2010	216,425	-	-	-	-	216,425	0.0%
<u>Code Enforcement</u>							
15 City Code Enforcement Division							
FY 2008/2009	500,000	368,816	38,615	66,627	435,443	64,557	87.1%
FY 2009/2010	450,000	-	-	-	-	450,000	0.0%
<u>Housing Rehabilitation Projects</u>							
16 Owner Occupied Housing Rehabilitation							
FY 2007/2008	309,035	47,053	5,222	60,225	107,278	201,757	34.7%
FY 2008/2009	58,980	-	-	-	-	58,980	0.0%
FY 2009/2010	124,000	-	-	-	-	124,000	0.0%
17 City Emergency Hazard Repair Program							
FY 2008/2009	175,000	99,867	9,196	16,276	116,143	58,857	66.4%
FY 2009/2010	75,000	-	-	-	-	75,000	0.0%
18 New Neighbor Program (FY 2005/2006)	80,000	64,082	65	65	64,147	15,853	80.2%
19 World Changers							
FY 2007/2008	45,000	35,980	100	100	36,080	8,920	80.2%
FY 2008/2009	38,250	-	-	-	-	38,250	0.0%
20 Spring Cleanup (FY 2007/2008)	5,000	4,428	-	-	4,428	572	88.6%
21 City Rehab Administration (Denied Loans)							

	<u>Budgeted</u>	<u>Expended Prior Year</u>	<u>Actual Month-to-Date</u>	<u>Actual Year-to-Date</u>	<u>Total Funds Expended- to-Date</u>	<u>Balance</u>	<u>Percent Spent</u>
FY 2008/2009	3,000	851	246	702	1,553	1,447	51.8%
FY 2009/2010	1,000	-	-	-	-	1,000	0.0%
22 Downtown Development Authority - Façade Loans							
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 (2008/2009)	18,000	-	-	-	-	18,000	0.0%
<u>Street Projects</u>							
25 Mason - Jackson to Mechanic	91,000	-	-	-	-	91,000	0.0%
26 Mason - Mechanic to Francis	72,000	-	-	-	-	72,000	0.0%
27 Loomis - Leroy to North	90,000	-	-	-	-	90,000	0.0%
28 Loomis - North to Argyle	47,000	-	-	-	-	47,000	0.0%
29 Monroe Street Sidewalk	30,000	-	-	-	-	30,000	0.0%
30 Sprcial Assessments	2,801	-	-	-	-	2,801	0.0%
<u>Other Projects</u>							
31 Public Works - curb ramps							
FY 2008/2009	40,000	11,347	11,223	11,223	22,570	17,430	56.4%
FY 2009/2010	67,523	-	-	-	-	67,523	0.0%
32 Tree Removal/Replacement							
FY 2008/2009	25,000	19,257	-	-	19,257	5,743	77.0%
FY 2009/2010	25,000	-	-	-	-	25,000	0.0%
<u>Economic Development</u>							
33 Job Creation Loans (FY 2006/2007)							
FY 2006/2007	30,000	-	-	-	-	30,000	0.0%
FY 2008/2009	34,000	-	-	-	-	34,000	0.0%
<u>Public Improvements</u>							
34 Riverwalk Project (FY 2005/2006)	35,429	30,781	425	3,785	34,566	863	97.6%
35 Grand River Arts Walk (FY 2008/2009)	328,906	199,878	-	-	199,878	129,028	60.8%

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



City of Jackson, Michigan Financial Statements

As of and For the 2 Months Ended August 31, 2009
(Unaudited)

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City of Jackson, Michigan
General Fund Expenditure Summary
As of and For the 2 Months Ended August 31, 2009
(Prepared on the Adopted Budget - Basis)

Function Department	2009/10 Amended Budget	Actual Month To Date	Actual Year To Date	Percent Spent	Variance - Favorable (Unfavorable)
<u>Legislative :</u>					
101-101 City Council	81,857	5,753	19,843	24.24%	62,014
<u>Judicial:</u>					
101-137 Administrative Hearings Bureau	23,742	1,673	3,872	16.31%	19,870
	23,742	1,673	3,872	16.31%	19,870
<u>General Government :</u>					
101-172 City Manager	259,967	20,366	39,786	15.30%	220,181
101-192 City Clerk-Elections	157,629	22,427	28,477	18.07%	129,152
101-201 Finance	447,572	35,493	67,258	15.03%	380,314
101-209 City Assessor	403,112	74,086	106,438	26.40%	296,674
101-210 City Attorney	564,993	40,669	78,817	13.95%	486,176
101-215 City Clerk	223,579	19,276	34,686	15.51%	188,893
101-226 Personnel	350,816	31,924	56,375	16.07%	294,441
101-233 Purchasing	113,034	44,572	51,764	45.80%	61,270
101-253 City Treasurer	332,816	22,204	46,096	13.85%	286,720
101-254 City Income Tax	221,916	14,084	38,491	17.34%	183,425
101-258 Management Information Services	346,189	36,387	55,791	16.12%	290,398
101-265 City Hall & Grounds	339,717	28,326	38,575	11.36%	301,142
101-276 Cemeteries	481,523	41,120	75,328	15.64%	406,195
101-299 Unallocated	515,342	24,249	51,150	9.93%	464,192
	4,758,205	455,183	769,032	16.16%	3,989,173
<u>Police Department :</u>					
101-301 Police	8,433,711	658,739	1,326,369	15.73%	7,107,342
101-303 Police Youth Services - JPS	320,763	22,868	47,349	14.76%	273,414
101-311 JCCAE Grant	0	2,106	4,136	N/A	(4,136)
101-313 Consortium Training	26,313	13	13	0.05%	26,300
101-314 In-Service Training	10,217	2,330	3,130	30.64%	7,087
	8,791,004	686,056	1,380,997	15.71%	7,410,007
<u>Fire Department :</u>					
101-337 Fire Administration	284,800	19,844	42,703	14.99%	242,097
101-340 Fire Suppression	4,964,074	345,828	740,493	14.92%	4,223,581
101-341 Fire Prevention	15,938	254	348	2.18%	15,590
101-343 Fire Training	87,887	10,840	22,456	25.55%	65,431
	5,352,699	376,766	806,000	15.06%	4,546,699
<u>Other Public Safety :</u>					
101-350 Public Safety - Unallocated	1,534,967	79,940	268,669	17.50%	1,266,298
101-401 Planning	135,349	19,929	21,535	15.91%	113,814
101-426 Office of Emergency Measures	66,493	4,550	8,895	13.38%	57,598
	1,736,809	104,419	299,099	17.22%	1,437,710

(Continued -)

City of Jackson, Michigan
General Fund Expenditure Summary
As of and For the 2 Months Ended August 31, 2009
(Prepared on the Adopted Budget - Basis)

- Continued -

Function Department	2009/10 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	423	1,228	12.28%	8,772
101-442 Civic Affairs	57,475	3,410	7,639	13.29%	49,836
101-445 Drains at Large	72,088	786	959	1.33%	71,129
101-446 Storm Drain Construction	10,000	656	1,107	11.07%	8,893
101-447 Grounds Maintenance	154,515	2,144	3,189	2.06%	151,326
101-448 Sidewalk Construction	60,000	167	4,060	6.77%	55,940
101-450 Street Lighting	407,412	42,860	45,407	11.15%	362,005
101-455 Weed Control	30,461	4,276	5,366	17.62%	25,095
	801,951	54,722	68,955	8.60%	732,996
<u>Recreation & Culture :</u>					
101-690 Forestry	576,720	38,551	68,178	11.82%	508,542
101-692 Parks, Recreation & Grounds Admin.	714,740	55,828	146,506	20.50%	568,234
101-697 Parks & Facilities Maintenance	522,172	39,147	74,576	14.28%	447,596
101-698 Lt. Nixon Memorial Pool	142,368	34,843	52,928	37.18%	89,440
101-699 Sharp Park Swimming Pool	131,266	29,603	56,663	43.17%	74,603
101-803 Historical District	14,203	2,851	2,851	20.07%	11,352
	2,101,469	200,823	401,702	19.12%	1,699,767
<u>Health & Welfare :</u>					
101-896 Human Relations	70,418	10,208	16,312	23.16%	54,106
<u>Contributions to Other Funds:</u>					
101-999 Contributions to Other Funds:	217,575	0	0	0.00%	217,575
Total General Fund Expenditures	23,935,729	1,895,603	3,765,812	15.73%	20,169,917

City of Jackson
All Other Funds - Expenditure Summary
As of and For the 2 Months Ended August 31, 2009
(Prepared on the Adopted Budget - Basis)

Fund Type/Fund Name		2009/10 Amended Budget	Actual Month To Date	Actual Year To Date	Percent Spent	Variance - Favorable (Unfavorable)
<u>Special Revenue Funds :</u>						
202	Major Street	7,868,522	377,339	556,235	7.07%	7,312,287
203	Local Street	1,616,802	123,500	171,317	10.60%	1,445,485
208	Ella W. Sharp Park Operating	744,413	70,066	145,154	19.50%	599,259
210	Land Acquisition Fund	50,000	3,568	47,796	95.59%	2,204
211	Housing Initiative Fund	30,000	67	3,914	13.05%	26,086
245	Public Improvement	1,266,517	806	114,064	9.01%	1,152,453
249	Building Department	476,248	31,054	57,850	12.15%	418,398
257	Budget Stabilization	40,000	0	0	0.00%	40,000
265	Drug Law Enforcement	41,931	9,901	18,675	44.54%	23,256
266	Project Safe Neighborhood Grant	0	4,096	10,452	N/A	(10,452) <i>Note 2</i>
268	BYRNE/JAG Grants	136,104	0	0	0.00%	136,104
269	COPS Hiring Recovery Program Grant	591,920	0	0	0.00%	591,920
270	LAWNET Grant	30,589	9,428	17,745	58.01%	12,844
288	Lead Hazard Control Grant	721,495	81,600	86,215	11.95%	635,280
289	Neighborhood Stabilization Grant	0	3,096	3,942	N/A	(3,942) <i>Note 2</i>
293	Waterfront Redevelopment Grant	277,777	0	0	0.00%	277,777
295	2008 Brownfield Assessment Grant	97,466	0	0	0.00%	97,466
296	Recreation Activity	294,299	15,028	35,775	12.16%	258,524
297	JPS Recreation Millage Program	250,000	23,030	62,045	24.82%	187,955
<u>Debt Service Funds :</u>						
323	Mich. Urban Land Assembly D/S	144,000	12,000	24,000	16.67%	120,000
324	2003 MTF Bond D/S	277,815	265,645	265,645	95.62%	12,170
365	City Hall D/S	616,186	0	500	0.08%	615,686
368	Building Authority D/S	128,784	150	112,956	87.71%	15,828
395	2001 DDA TIF D/S	1,139,263	0	0	0.00%	1,139,263
398	2002 BRA TIF D/S	590,848	0	0	0.00%	590,848
399	2007 BRA TIF Refunding D/S	448,929	0	0	0.00%	448,929
<u>Capital Projects Funds :</u>						
401	Capital Projects Fund	177,827	8,193	27,930	15.71%	149,897
402	Water Equipment and Replacement	2,320,187	86,373	127,475	5.49%	2,192,712
404	Sanitary Sewer Maintenance Fund	484,720	59,066	98,850	20.39%	385,870
405	Sanitary Sewer Replacement	700,000	20,087	275,038	39.29%	424,962
406	Wastewater Equipment Replacement	1,090,000	13,197	13,197	1.21%	1,076,803
494	Brownfield Redevelopment Authority	1,342,864	6,365	11,968	0.89%	1,330,896
496	DDA Project	1,388,102	13,549	29,324	2.11%	1,358,778
<u>Enterprise Funds :</u>						
583	Sharp Park Golf Practice Center	81,900	6,243	12,773	15.60%	69,127
585	Auto Parking System	91,613	4,388	6,050	6.60%	85,563
586	Parking Assessment	197,456	6,614	13,433	6.80%	184,023
590	Sewer	6,868,145	415,379	686,645	10.00%	6,181,500
591	Water	7,817,555	480,909	841,016	10.76%	6,976,539
599	Parking Deck Fund	440,512	8,075	11,863	2.69%	428,649

(Continued -)

City of Jackson
All Other Funds - Expenditure Summary
As of and For the 2 Months Ended August 31, 2009
(Prepared on the Adopted Budget - Basis)

- Continued -

Fund Type/Fund Name		2009/10 Amended Budget	Actual Month To Date	Actual Year To Date	Percent Spent	Variance - Favorable (Unfavorable)
<u>Internal Service Funds :</u>						
641	Public Works Administration	644,715	40,247	99,005	15.36%	545,710
642	Engineering Administration	342,863	22,345	44,647	13.02%	298,216
643	Local Site Remediation Revolving	184,000	0	0	0.00%	184,000
661	Motor Pool and Garage	1,660,549	59,256	104,969	6.32%	1,555,580
663	Equipment Revolving Fund	75,071	0	0	0.00%	75,071
677	Workers' Compensation	459,400	1,087	516,479	112.42%	(57,079) <i>Note 2</i>
678	Prescription Drug	1,043,700	65,672	65,672	6.29%	978,028
679	Health Care Deductible Reimb.	214,175	13,885	14,384	6.72%	199,791
680	Health Care Deductible Reimb.-Fire	0	1,145	2,184	N/A	(2,184) <i>Note 2</i>
<u>Trust & Agency Funds :</u>						
702	County & School Tax Collection	50,000	0	0	0.00%	50,000
711	Cemetery Perpetual Maintenance	71,000	0	0	0.00%	71,000
718	Ella W. Sharp Endowment	46,300	0	0	0.00%	46,300
731	Employees' Retirement System	2,300,000	221,586	457,188	19.88%	1,842,812
732	Policemen's/Firemen's Pension	1,310,000	0	0	0.00%	1,310,000
733	Policemen's/Firemen's Pens.-345	4,350,000	2,514	2,000,377	45.99%	2,349,623
736	Public Employees Health Care	10,000	0	0	0.00%	10,000
<u>Special Assessment Funds :</u>						
895	Special Assessment	331,992	0	0	0.00%	331,992

City of Jackson
All Funds - Revenue Summary
As of and For the 2 Months Ended August 31, 2009
(Prepared on the Adopted Budget - Basis)

Fund/Fund Name	2009/10 Amended Budget	Actual Month To Date	Actual Year To Date	Percent Collected
<u>General Fund :</u>				
Property Taxes	7,692,601	3,979,688	4,658,611	60.56%
Income Taxes	8,000,000	385,831	1,461,814	18.27%
Licenses & Permits	244,250	1,877	2,266	0.93%
Federal Grants	4,650	0	0	0.00%
State Grants	15,381	0	0	0.00%
State Revenue Sharing	5,129,901	0	29,448	0.57%
Contributions From Local Units	153,073	625	765	0.50%
Charges For Goods & Services	1,146,822	80,223	144,112	12.57%
Fines & Forfeits	214,200	18,516	39,186	18.29%
Investment Income	190,000	155	251	0.13%
Contributions From Other Funds	190,750	656	9,920	5.20%
Miscellaneous	864,847	9,907	348,282	40.27%
Total General Fund Revenues	<u>23,846,475</u>	<u>4,477,478</u>	<u>6,694,655</u>	<u>28.07%</u>
<u>Special Revenue Funds :</u>				
202 Major Street	7,603,765	11,138	31,951	0.42%
203 Local Street	1,609,411	0	10,428	0.65%
208 Ella W. Sharp Park Operating	743,800	114,948	192,445	25.87%
210 Land Acquisition Fund	50,000	0	0	0.00%
211 Housing Initiative Fund	30,000	0	0	0.00%
245 Public Improvement	1,190,880	613,425	714,999	60.04%
249 Building Inspection	476,248	19,766	54,846	11.52%
257 Budget Stabilization	40,000	931	931	2.33%
265 Drug Law Enforcement	36,000	11,487	28,327	78.69%
266 Project Safe Neighborhood Grant	0	8,124	8,124	N/A Note 2
268 BYRNE/JAG Grants	136,104	0	0	0.00%
269 COPS Hiring Recovery Program Grant	591,920	0	0	0.00%
270 LAWNET Grant	30,589	9,428	17,745	58.01%
288 Lead Hazard Control Grant	721,495	103,933	103,987	14.41%
289 Neighborhood Stabilization Grant	0	0	0	N/A Note 2
293 Waterfront Redevelopment Grant	277,000	0	0	0.00%
295 2008 Brownfield Assessment Grant	97,466	0	0	0.00%
296 Recreation Activity	290,000	17,285	31,012	10.69%
297 JPS Recreation Millage Program	250,000	0	4,676	1.87%
<u>Debt Service Funds :</u>				
323 Mich. Urban Land Assembly D/S	144,000	12,000	24,000	16.67%
324 2003 MTF Bond D/S	277,815	265,645	265,645	95.62%
365 2003 City Hall D/S	587,500	286,051	344,978	58.72%
368 Building Authority D/S	128,784	150	112,956	87.71%
395 2001 DDA TIF D/S	1,139,300	0	0	0.00%
398 2002 BRA TIF D/S	591,000	0	0	0.00%
399 2007 BRA TIF Refunding D/S	449,000	0	0	0.00%
<u>Capital Projects Funds :</u>				
401 Capital Projects Fund	177,827	48	12,048	6.78%
402 Water Equipment and Replacement	1,721,000	161,446	302,523	17.58%
404 Sanitary Sewer Maintenance Fund	484,720	59,070	103,692	21.39%
405 Sanitary Sewer Replacement	681,000	54,835	110,501	16.23%
406 Wastewater Equip. Replacement	664,000	52,855	104,355	15.72%

(Continued-)

City of Jackson
All Funds - Revenue Summary
As of and For the 2 Months Ended August 31, 2009
(Prepared on the Adopted Budget - Basis)

- Continued -

Fund/Fund Name		2009/10 Amended Budget	Actual Month To Date	Actual Year To Date	Percent Collected
<u>Capital Projects Funds : (Continued)</u>					
494	Brownfield Redevelopment Authority	1,450,094	1,749	1,749	0.12%
496	DDA Project	1,000,760	1,142	1,892	0.19%
<u>Enterprise Funds :</u>					
583	Sharp Park Golf Practice Center	76,000	8,708	15,872	20.88%
585	Auto Parking System	112,710	1,590	3,333	2.96%
586	Parking Assessment	120,500	3,661	8,510	7.06%
590	Sewer	5,343,000	494,301	704,510	13.19%
591	Water	7,065,296	592,509	1,283,108	18.16%
599	Parking Deck Fund	272,000	576	1,382	0.51%
<u>Internal Service Funds :</u>					
641	Public Works Administration	647,215	37,287	119,981	18.54%
642	Engineering Administration	342,863	32,883	88,008	25.67%
643	Local Site Remediation Revolving	183,112	206	206	0.11%
661	Motor Pool and Garage	1,324,083	116,476	222,953	16.84%
663	Equipment Revolving Fund	75,071	0	0	0.00%
677	Workers' Compensation	355,300	20,817	53,400	15.03%
678	Prescription Drug	1,056,060	59,720	137,187	12.99%
679	Health Care Deductible Reimb.	417,300	7,935	16,091	3.86%
680	Health Care Deductible Reimb.-Fire	0	10,116	22,971	N/A <i>Note 2</i>
<u>Trust & Agency Funds :</u>					
702	County & School Tax Collection	50,000	1,657	1,657	3.31%
711	Cemetery Perpetual Maintenance	96,000	892	4,290	4.47%
718	Ella W. Sharp Endowment	46,300	0	0	0.00%
731	Employees' Retirement System	4,211,310	318,861	1,993,433	47.34%
732	Policemen's/Firemen's Pension	1,017,537	0	0	0.00%
733	Policemen's/Firemen's Pension-345	7,731,531	889,034	1,401,195	18.12%
736	Public Employees Health Care	120,480	0	0	0.00%
<u>Special Assessment Funds :</u>					
895	Special Assessment	331,992	442	982	0.30%

City of Jackson
Notes to Revenue & Expenditure Summaries
As of and For the 2 Months Ended August 31, 2009
(Prepared on the Adopted Budget - Basis)

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

Note 2: Budget amendments will be submitted that will eliminate these variances.



October 1, 2009

TO: City Councilmembers
FROM: Jerry F. Ludwig, Mayor
RE: Appointment of Interim City Manager to Various Boards and Commissions

It is my desire to appoint the Interim City Manager, Christopher Lewis to fill the vacancy of the former City Manager, on the following boards and commissions beginning immediately until a new City Manager is named:

BOARD OR COMMISSION:

City Planning Commission
City of Jackson Building Authority
Local Development Finance Authority/Brownfield Redevelopment Authority
Police & Fire Pension Board - Act 345
Region 2 Planning Commission

The following are boards on which the City Manager is automatically placed:

Police & Fire Board of Trustee's - Original
City Employees Retirement Board of Trustees



Jackson Brownfield Redevelopment Authority

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

October 1, 2009

TO: William R. Ross, City Manager

FROM: Carol Konieczki, Community Development Director

RE: **Public Hearing to Hear Public Comments for the Submittal of a United States Environmental Protection Agency (USEPA) Site Assessment Grant for Hazardous Substances and Resolution Authorizing the Community Development Department to Submit an Application to the USEPA**

On September 22, City Council set a public hearing for the 6th of October, 2009, during a regularly scheduled Council Meeting, to consider a grant application in the amount of \$200,000 to the United States Environmental Protection Agency (USEPA) for Hazardous Substance Assessments. The applicant is required by the USEPA to hold a public hearing to provide public comment prior to the submission of the application. The public has been notified of this hearing by publication in the Jackson Citizen Patriot, an official paper of general circulation, not less than ten (10) days prior to the hearing.

On behalf of the Jackson Brownfield Redevelopment Authority (JBRA), the Community Development Staff is preparing a \$200,000 application for a USEPA Site Assessment Grant. The USEPA Site Assessment Grant provides funds to identify and prioritize Brownfield sites for redevelopment and conduct environmental site assessments including Phase I and Phase II investigations, Eligibility Determinations, and Baseline Environmental Assessments.

The JBRA has been awarded two USEPA site assessment grants in both 2004 and 2007, each awarding the JBRA \$200,000 for hazardous site assessments, and \$200,000 for petroleum site assessments. The JBRA is seeking \$200,000 for hazardous site assessments at this time and is not seeking additional funding for petroleum assessments. This is because the funding under the current grant for hazard site assessments is nearly exhausted, and funding for petroleum assessments are not. The JBRA will be able to continue to expend the funds from the current grant, regardless of being awarded funding under a new one.

Recommended action is for Council to hold a public hearing, as established, regarding the USEPA Site Assessment Grant to receive public comment and to authorize the Community Development Department to submit a grant application to the USEPA requesting \$200,000 for Hazardous Substance Assessments, subject to minor modifications by the Community Development staff as necessary for finalization.

CK/bh

Cc: Barry Hicks, Economic Development Project Manager

CITY OF JACKSON, MICHIGAN

**RESOLUTION AUTHORIZING SUBMISSION OF A USEPA GRANT APPLICATION FOR
BROWNFIELD ASSESSMENT**

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

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

WHEREAS, the City of Jackson needs accurate environmental information about these parcels to protect the health of the community and market the sites to developers; and

WHEREAS, the City of Jackson desires to continue partnering with the private sector to redevelop brownfield sites, and needs financial incentives to make brownfield redevelopment competitive with greenfield development; and

WHEREAS, the Community Development Department desires to make application to the United States Environmental Protection Agency (USEPA) for Brownfield Assessment and Cleanup Grants in the amount of \$200,000;

NOW, THEREFORE BE IT RESOLVED, that the Jackson City Council hereby approves the submission of the October 16, 2009 grant application to the United States Environmental Protection Agency for \$200,000 in Brownfield assessment and cleanup grant funds.

* * * * *

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 6th day of October, 2009.

IN WITNESS WHEREOF, I have
hereto affixed my signature and the Seal of the
City of Jackson, Michigan, on this 7th day of
October, 2009.

_____ City Clerk



Police Department

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

September 18, 2009

MEMORANDUM

TO: William Ross
City Manager

FROM: Matthew R. Heins
Chief of Police

SUBJECT: Selective Traffic Enforcement Program

The Jackson Police Department's 2009/2010 Selective Traffic Enforcement Program (STEP) funding request of \$10,000 has been approved by the Jackson Traffic Safety Commission.

We will use this grant money to continue augmenting regular patrols with an officer assigned solely to traffic enforcement. The specific objectives of the project will be: decrease the number of public property crashes; increase safety restraint usage; and increase compliance with traffic signals/traffic control devices; and maintain established ongoing cooperative efforts with related traffic enforcement agencies to reduce crashes.

The Police Department is now requesting the City Council adopt the attached resolution amending the 2009/2010 fiscal year budget. The grant match, in the amount of \$3,333, was approved in the current fiscal year budget in anticipation of this grant award.

Please place this as an item on the City Council agenda for October 6, 2009. I or a representative will be present to answer any questions.

MRH/AP/ap/c:Stepmmo
cc: S. Maga

RESOLUTION

WHEREAS, the City Council desires to amend the 2009/2010 budget in order to provide for a continuation of the Selective Traffic Enforcement Program (STEP) through the Jackson Traffic Safety Program.

NOW, THEREFORE, BE IT RESOLVED, that the 2009/2010 budget be amended as follows:

General Fund

	<u>Decrease</u>	<u>Increase</u>
REVENUES:		
101-308-210-545.000 STEP - County		<u>10,000</u>
EXPENDITURES:		
101-299-956-001.000 Contingency	3,333	
101-308-210-706.000 Salaries		10,269
101-308-210-715.000 FICA		149
101-308-210-719.000 Health Insurance		2,698
101-308-210-724.001 Workers' Compensation		154
101-308-210-725.000 Other Fringe Benefits		63
	<u>3,333</u>	<u>13,333</u>

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

I, Lynn Fessel, Clerk in and for the City of Jackson, County and State aforesaid, do hereby certify that the foregoing is a true and complete copy of a Resolution adopted by the Jackson City Council on October 6, 2009.

IN WITNESS WHEREOF, I have hereunto affixed my signature and the seal of the City of Jackson, on this 7th day of October 2009.

_____ City Clerk



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

DATE: September 30, 2009
TO: William R. Ross, City Manager
FROM: Jon H. Dowling, P.E., City Engineer
RE: Resolution for Approval of Contract with MDOT for N. Jackson Street

Attached is a resolution to enter into a contract with the Michigan Department of Transportation (MDOT) for the reconstruction and watermain work on N. Jackson Street between Louis Glick Highway and Ganson Street.

The Department of Engineering proposes to replace the pavement and watermain on N. Jackson Street. The total construction cost for this project is \$895,500, with the road work totalling \$656,900, paid with ARRA Funds and the City's watermain portion totalling \$238,600.

With your concurrence, I am requesting the attached resolution to enter into contract with the Michigan Department of Transportation be submitted to Council for their approval, and the Mayor and City Clerk be authorized to sign the appropriate contract documents.

Please do not hesitate to contact me if you should have any questions.

JD:tjs

c: Lynn Fessel, City Clerk
Randall T. McMunn, Assistant City Engineer
Lucy Schultz, Accounting Manager

RESOLUTION

By the City Council:

WHEREAS, N. Jackson Street between Louis Glick Highway and Ganson Street is in need of reconstruction and watermain work; and

WHEREAS, the City has received Federal Funding for 100% of the reconstruction; and

WHEREAS, the watermain work is 100% City cost; and

WHEREAS, the cost-participation agreement and contract for this project has been prepared by the Michigan Department of Transportation and forwarded to the City of Jackson for approval; and

WHEREAS, the estimate for the construction work is \$895,500 with the Federal share being \$656,900 and the City Share being \$238,600.

NOW THEREFORE BE IT RESOLVED, that the City of Jackson does approve the reconstruction and watermain work for N. Jackson Street between Louis Glick Highway and Ganson Street; and

BE IT FINALLY RESOLVED, that the City Council does authorize the Mayor and the City Clerk to sign the contract documents on behalf of the City.

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

I, Lynn Fessel, City Clerk, in and for the City of Jackson, County and State aforesaid, do hereby certify that the foregoing is a true and complete copy of a resolution adopted by the Jackson City Council on the 6th day of October, 2009.

IN WITNESS WHEREOF, I have hereto affixed my signature and the Seal of the City of Jackson, Michigan, on this 7th day of October, 2009.

Lynn Fessel, City Clerk



MEMO TO: Honorable Mayor and City Councilmembers
FROM: William R. Ross, City Manager
DATE: October 1, 2009
SUBJECT: Supplemental Budget Adjustments Fiscal Year 2009-2010

At the City Council meeting on September 22, 2009, the City Council delayed action on a portion of recommended budget adjustments, and requested further analysis of a proposal by Acting Fire Chief Mike Beyerstedt that would continue the operation of Fire Station #2 while maintaining staffing in all three stations at a reduced level. Chris Lewis, Phil Hones, and I have performed an analysis of Acting Chief Beyerstedt's proposal. A copy of that analysis is attached.

The original proposal that recommended closing Fire Station #2, and reducing the responding companies to the ladder company from Station #1, and the engine company from Station #3, would have reduced the Fire Department budget by an estimated \$487,572. The proposal submitted by Acting Chief Beyerstedt would result in an estimated savings of \$411,544. This amount would be a reduction of \$75,456 from the proposal previously submitted to the Council. We have some concerns indicated in the attached memorandum about the ability to maintain adequate staff at the three stations when consideration is given to vacation time, sick leave, and leaves for off-duty injuries or other purposes. Those concerns are outlined in the memorandum. The advantage to Acting Chief Beyerstedt's proposal is that three stations would remain open, and the fire protection in the community would be provided by a ladder from Station #1 and two engines, one from Station #2, and another one from Station #3. This would mean that there would be more active apparatus available for fire fighting. The question is, with both current and possible future reductions in local revenue, can the City continue to support this level of fire fighting service. An additional cost that has been identified for Fire Station #2 within the last two to three days is a DEQ requirement to reroute the floor drains in Station #2 from the storm sewer to the sanitary sewer. Jon Dowling found in the DPW office a letter from DEQ directing this change. We have not identified an actual cost for this change. However, Jon estimated that the cost would be at least \$10,000. We have identified that Fire Station #1 and Fire Station #3 do not have the same issue because the floor drains in those stations are connected to the sanitary sewer. This cost is an additional reason for giving serious consideration for the closing of Fire Station #2.

We have also looked at additional reductions in staff and activities in the General Fund, which if implemented, would reach a potential savings of between \$879,848 and \$999,285. The differences in these numbers will be explained further in this memorandum.

We believe, as previously indicated to the Council, that the legislature will reduce the City's Revenue Sharing receipts by approximately \$550,000 in the current fiscal year. This coupled with previously discussed reductions in revenue means that the City needs to cut between \$1,100,000 and \$1,200,000 from the budget in the General Fund. We previously indicated that without these reductions in Revenue Sharing \$650,000 needed to be cut, and with the anticipated Revenue Sharing cuts of about \$550,000 that places the needed reductions in the levels mentioned in the previous sentence.

We have, therefore, prepared recommendations for additional reductions. These recommendations are contained on the attached sheet that is entitled, "Proposed Budget Cuts, City Council Meeting, October 6, 2009." The cuts, as recommended, can be identified as follows:

- A. Fire Department Staffing - The amount contained on this sheet is our estimated amount of savings that would result if Acting Chief Beyerstedt's proposal is adopted. The amount of savings anticipated in that proposal is \$411,544. The previous proposal to close Station #2 and operate from two stations would result in an estimated savings of \$487,752. A difference of approximately \$75,000.
- B. Police Department Staffing - We propose the reduction of two patrol officer positions for a savings of \$82,541. Council will recall that when the City received grant funds for police officers from the federal government, the grant included a statement that should City revenues be reduced, the City could reduce staffing. This reduction would be allowed under the conditions of the grant because City revenues have been and further reductions are forthcoming.
- C. Parks Department Reductions - Jim Parrott has proposed two additional reductions in the Parks Department budget. First, is the proposal not to open the Sharp Park Pool in June 2010 for an additional savings of \$42,293. Second, is to reduce the Parks, Recreation and Grounds line item by \$20,000. A portion of the Recreation Supervisor salary would be paid from the Recreation millage for the period of time that that individual supervises various youth programs. This would be a total reduction of approximately \$62,293.
- D. City Attorney Staffing - We proposed eliminating one Assistant City Attorney position. This proposal was discussed with City Attorney Julius Giglio who requested an alternative of converting the position to part-time 30 hours a week at the current hourly rate. The elimination of the position would result in a savings in the current fiscal year of \$76,496. The conversion of the position to part-time would result in a savings of \$33,267. Mr. Giglio also suggested the elimination of a part-time position in the Administrative Hearings Bureau that is funded from his office and not from the AHB. This savings would be \$10,450 in the current fiscal year.
- E. Personnel Department Staffing - We previously recommended the elimination of the Administrative Benefits Technician position in the Personnel office. Council continued

this item to the October 6th meeting. The elimination of this position would result in a savings of \$42,472 with no increase and cost to the City.

- F. We recommend transferring the composting expenses from the Forestry Department to the Street Funds. This would parallel the transfer of leaf pickup. The cost would be net of any revenue that is generated from the sale of compost. This transfer would result in a reduction in the amount of funding available in the Street Fund to pay for street maintenance and improvement work.
- G. Cell Tower lease revenues currently go into a fund that is reserved for Art in Public Spaces. Jim Parrott, who works closely with the Art in Public Spaces program, has recommended that the arts program be put on hold for at least this fiscal year. This would result in additional revenue in the General Fund estimated in the amount of \$25,827.
- H. The savings from these items can be summarized as follows:
 - 1. Fire Department staffing as proposed by Acting Fire Chief Beyerstedt and conversion of the Assistant City Attorney position from full to part-time with the recommended reductions contained in items B, C, E, F, and G, a total of \$879,848.
 - 2. Reduction in Fire Department staffing as originally proposed, including closing Fire Station #2, part-time City Attorney proposal, and all other items as contained in the document, a savings of \$955,304.
 - 3. The potential savings with the proposal from Acting Chief Beyerstedt, and the elimination of the full-time Assistant City Attorney position would result in an estimated savings of \$923,077.
 - 4. The potential savings with closure of Fire Station #2 and the elimination of the Assistant City Attorney position is estimated to be \$999,285.

Each of these numbers includes an amount of \$171,454 in budget reductions that were approved by the City Council at the last City Council meeting. The amounts also assume that the Council is willing to consider reducing the policy on fund balance from 12.5 percent to 10 percent of the General Fund appropriations.

These are extremely difficult times, and difficult recommendations. The services provided to the residents of the community will not be the same if these reductions are approved. The alternative, however, is to continue spending resources that are not available, and eventually facing the situation that numerous other communities in the state are facing, financial receivership.

Mayor & City Councilmembers

Page 4

October 1, 2009

I would point out that in the five years I have been City Manager, each of the offices in City Hall, with three exceptions, has seen a reduction in full-time workforce. The three exceptions are the City Clerk's office, the MIS division of the Finance Department, and the City Attorney's office. It is difficult to recommend a reduction in professional staff, however, other departments have had their staffs reduced, and it is appropriate to seriously consider the elimination of one full-time Assistant City Attorney's position. City Attorney Julius Giglio does not agree with this recommendation, and will certainly make valid points on the issue. I respect his opinion. However, there comes a time when all departments need to bear part of the financial burden that is facing the organization.

It is, therefore, my recommendation that Option #4 be chosen which would include the budget reductions outlined with the closure of Fire Station #2, and the elimination of the Assistant City Attorney position. Also, your consideration and expedient decision is very important to the health of this fiscal year's budget as the amounts in these proposals have been prorated 25 percent to reflect the remaining budget for this fiscal year, which is approximately 75 percent.

Thank you.

WRR:skh

Attachments

City of Jackson
Proposed Budget Cuts
City Council Meeting October 6, 2009

	Annual Savings	FY 2010 Savings
A. Fire Department Staffing:		
1. Reduction of Fire Department Positions Due to Retirements		
Increased Cost for 101-337 Administration		(29,879)
Savings for 101-340 Suppression		542,885
Increased Cost for 101-343 Training		(101,462)
		<u>411,544</u>
B. Police Department		
1. Two (2) Patrol Officer Positions		
Salaries (\$ 94,931) + Fringes (\$ 28,875 Excl Pension)	123,806	82,541
C. Parks & Recreation		
1. Allocate Portion of Nixon Park Facility Supervisor to Recreation Millage Program Fund :		
	20,000	20,000
2. Not Opening Sharp Park Pool in June, 2010		
	42,293	42,293
D. City Attorney Office		
1. a. Option I: Assistant City Attorney II - Full Time to 30 Hrs/Week		
Current Full Time Salary (\$ 82,179) + Fringes (\$ 32,560) = \$ 114,739	49,898	33,267
Part-Time Rate = \$ 39.51/hr + Fringes (FICA, UE, & W/C) = \$ 64,841		
b. Option II: Assistant City Attorney II Eliminated		
	114,739	76,496
2. Part-Time Position (AHB) -\$ 470 spent this FY to-date; \$ 10,920 budgeted		
	10,920	10,450
E. Personnel		
1. Admin. Benefits Technician Position		
Current Full Time Salary (\$ 50,109) + Fringes (\$ 13,596) = \$ 63,705	63,705	42,472
F. Forestry - Transfer Net Composting Expenses to Street Funds (with Leaf Pickup)		
	40,000	40,000
G. Retain Cell Tower Lease in General Fund for One Year		
	0	25,827
Total with Option I - City Attorney		708,394
Total with Option II - City Attorney		751,623

Final FY2008-09 and Estimated FY2009-10 Revenue Sharing Payments to Cities, Villages, and Townships Under SB 245 (S-2) CR-1 *

Local Unit		Final	Final	Final	Change From FY2007-08		Estimated	Estimated	Estimated	Change From FY2008-09	
Name	Type	FY2008-09	FY2008-09	FY2008-09	Dollar	Percent	FY2009-10	FY2009-10	FY2009-10	Dollar	Percent
		<u>Constitutional</u>	<u>Statutory</u>	<u>Payment</u>			<u>Constitutional</u>	<u>Statutory</u>	<u>Payment</u>		
Jackson County		\$0	\$0	\$0	\$0	...	\$0	\$0	\$0	\$0	...
Blackman	Township	\$1,266,721	\$64,424	\$1,331,145	-\$76,397	-5.4%	\$1,214,167	\$0	\$1,214,167	-\$116,978	-8.8%
Columbia	Township	\$395,003	\$0	\$395,003	-\$23,822	-5.7%	\$378,614	\$0	\$378,614	-\$16,389	-4.1%
Concord	Township	\$104,255	\$0	\$104,255	-\$6,288	-5.7%	\$99,929	\$0	\$99,929	-\$4,326	-4.1%
Grass Lake	Township	\$229,610	\$0	\$229,610	-\$13,848	-5.7%	\$220,083	\$0	\$220,083	-\$9,527	-4.1%
Hanover	Township	\$220,698	\$0	\$220,698	-\$13,310	-5.7%	\$211,541	\$0	\$211,541	-\$9,157	-4.1%
Henrietta	Township	\$293,760	\$0	\$293,760	-\$17,720	-5.7%	\$281,574	\$0	\$281,574	-\$12,186	-4.1%
Leon	Township	\$881,941	\$0	\$881,941	-\$53,190	-5.7%	\$845,350	\$0	\$845,350	-\$36,591	-4.1%
Liberty	Township	\$190,228	\$0	\$190,228	-\$11,473	-5.7%	\$182,335	\$0	\$182,335	-\$7,893	-4.1%
Napoleon	Township	\$456,206	\$0	\$456,206	-\$27,513	-5.7%	\$437,278	\$0	\$437,278	-\$18,928	-4.1%
Norvell	Township	\$191,472	\$0	\$191,472	-\$11,548	-5.7%	\$183,528	\$0	\$183,528	-\$7,944	-4.1%
Parma	Township	\$160,216	\$0	\$160,216	-\$9,662	-5.7%	\$153,568	\$0	\$153,568	-\$6,648	-4.1%
Pulaski	Township	\$126,535	\$0	\$126,535	-\$7,632	-5.7%	\$121,284	\$0	\$121,284	-\$5,251	-4.1%
Rives	Township	\$309,620	\$0	\$309,620	-\$18,674	-5.7%	\$296,774	\$0	\$296,774	-\$12,846	-4.1%
Sandstone	Township	\$206,085	\$0	\$206,085	-\$12,429	-5.7%	\$197,535	\$0	\$197,535	-\$8,550	-4.1%
Spring Arbor	Township	\$496,505	\$0	\$496,505	-\$29,945	-5.7%	\$475,906	\$0	\$475,906	-\$20,599	-4.1%
Springport	Township	\$96,850	\$0	\$96,850	-\$5,842	-5.7%	\$92,832	\$0	\$92,832	-\$4,018	-4.1%
Summit	Township	\$1,411,080	\$0	\$1,411,080	-\$85,103	-5.7%	\$1,352,536	\$0	\$1,352,536	-\$58,544	-4.1%
Tampkins	Township	\$180,727	\$0	\$180,727	-\$10,897	-5.7%	\$173,228	\$0	\$173,228	-\$7,499	-4.1%
Waterloo	Township	\$197,043	\$0	\$197,043	-\$11,884	-5.7%	\$188,867	\$0	\$188,867	-\$8,176	-4.1%
Jackson	City	\$2,372,964	\$2,658,366	\$5,031,330	-\$143,114	-2.8%	\$2,274,514	\$2,200,351	\$4,474,865	-\$556,465	-11.1%
Brooklyn	Village	\$77,061	\$28,381	\$105,442	-\$4,647	-4.2%	\$73,863	\$19,917	\$93,780	-\$11,662	-11.1%
Cement City	Village			<i>Split Unit: See Cement City In Lenawee County</i>					<i>Split Unit: See Cement City in Lenawee County</i>		
Concord	Village	\$72,146	\$34,100	\$106,246	-\$4,351	-3.9%	\$69,153	\$25,342	\$94,495	-\$11,751	-11.1%
Grass Lake	Village	\$70,901	\$13,808	\$84,709	-\$4,276	-4.8%	\$67,959	\$7,381	\$75,340	-\$9,369	-11.1%
Hanover	Village	\$27,784	\$9,167	\$36,951	-\$1,675	-4.3%	\$26,631	\$6,233	\$32,864	-\$4,087	-11.1%
Parma	Village	\$59,435	\$12,032	\$71,467	-\$3,584	-4.8%	\$56,968	\$6,595	\$63,563	-\$7,904	-11.1%
Springport	Village	\$46,133	\$37,861	\$83,994	-\$2,781	-3.2%	\$44,217	\$30,487	\$74,704	-\$9,290	-11.1%

MEMORANDUM

CITY OF JACKSON
PERSONNEL AND LABOR RELATIONS
161 West Michigan Avenue
Jackson, MI 49201
(517) 788-4046 * Facsimile (517) 768-5824

TO: William Ross, City Manager
FROM: Christopher W. Lewis, Director of Personnel
DATE: September 29, 2009
RE: Proposal by Acting Fire Chief Mike Beyerstedt to Staff Fire Station #2

Acting Fire Chief, Mike Beyerstedt has proposed keeping Fire Station #2 staffed and operational approximately 95% of the time by utilizing the current 32 fire suppression personnel and without excessive use of overtime. As you know, the City is currently facing a \$650,000 budget deficit which, unfortunately, is anticipated to increase due to the reduction, or elimination, of state revenue sharing.

To help reduce the budget deficit, a proposal was presented to the City Council to maintain fire suppression staffing at 32 and to close Fire Station #2. If that plan is adopted it will produce a budget savings of approximately \$487,000, in the current fiscal year.

Adoption of Chief Beyerstedt's plan will reduce the anticipated savings to approximately \$411,544, a reduction of \$75,456. In addition, the plan is built upon the assumption that the 32 fire suppression personnel will remain healthy and on active duty. However, if one or more Fire Fighters experience a long term illness or injury it would quickly put the department back into an overtime situation in order to maintain staffing at Fire Station #2. Also, if the City maintains three Fire Stations and staffing falls below eight (8) on any shift, one or more Fire Stations would be manned by only two Fire Fighters.

Chief Beyerstedt's plan calls for the transfer of one current City employee from the Water Department to the Fire Department. This employee is already a certified Fire Fighter and is eager to be a member of the Fire Department. Obviously, the transfer of an employee from an enterprise fund to the General Fund will reduce the anticipated budget savings.

Chief Beyerstedt's plan also calls for the promotion of two Fire Captains to the rank of Assistant Chief (Assistant Chief of Operations and Assistant Chief of Training) as well as the promotion of two Drivers to the rank of Captain, and four Fire Fighters to the rank of Driver. This will result in the department having two Assistant Chiefs, nine Captains, nine Drivers, and 12 Fire Fighters.

Per the Collective Bargaining Agreement, each engine must be staffed with a Captain and a Driver. Currently, there are an insufficient number of Captains and Drivers to adequately staff all three stations which results in an excessive amount of overtime by hiring back a Captain and/or Driver to staff Station #2. In order to eliminate this overtime situation the department must have a sufficient number of Captains and Drivers or close Station #2. Chief Beyerstedt's plan provides for the former and the City Manager has previously proposed the latter.

With a total of 32 personnel, ten Fire Fighters will be scheduled per shift. However, on most days, two Fire Fighters are on vacation leaving only eight (8) per shift. If one or more call in sick, however, staffing drops down to seven (7) or even six (6) Fire Fighters, leaving only two per station. On the other hand, closing Fire Station #2 would provide four (4) Fire Fighters per shift at each of the two remaining stations and would give the department one extra Captain and Driver. In short, no promotions would be necessary.

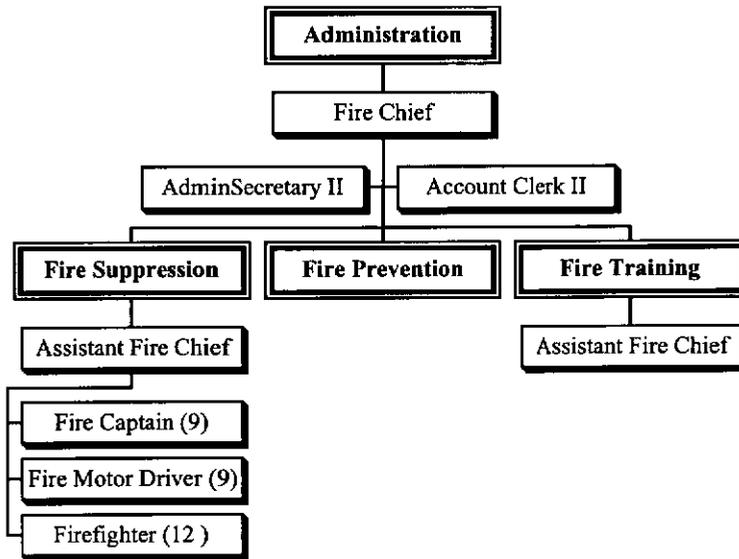
William Ross
September 29, 2009
Page 2

The cost of promoting two Fire Captains to Assistant Chief, two Drivers to Captain, and four Fire Fighters to Driver would obviously be prorated by the amount of time remaining in the fiscal year.

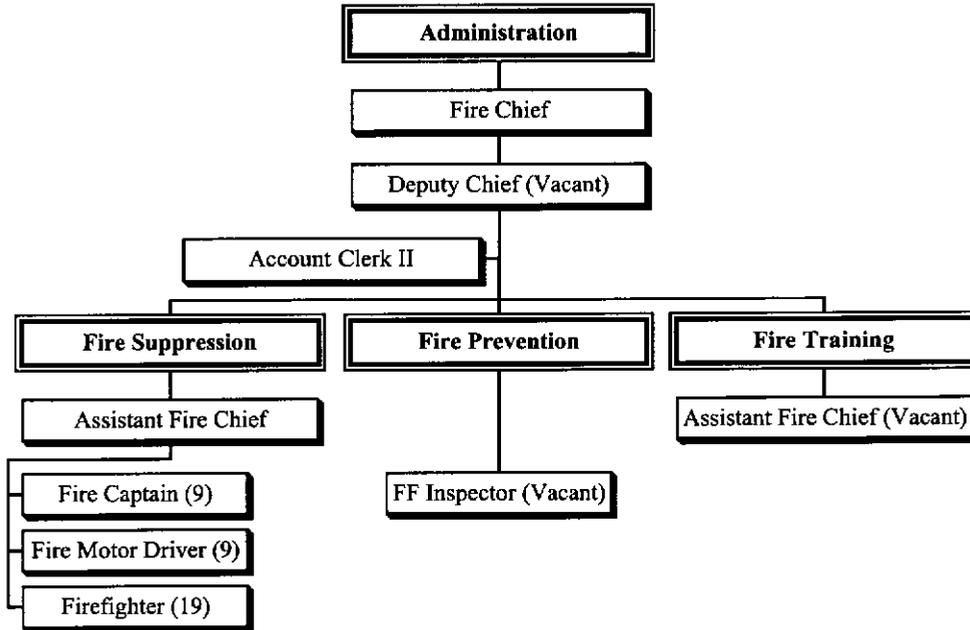
In addition, keeping Fire Station #2 open will require the City to maintain the operation and maintenance of the building (\$10,000).

Please contact me if you have any questions or require additional information.

**City of Jackson
Fire Department
Activity Personnel Chart
As Proposed By Acting Chief Beyerstedt**



**City of Jackson
Fire Department
Activity Personnel Chart
As Adopted**



Jackson Fire Department Administration

To: William Ross, City Manager
From: Larry Bosell, Fire Chief
Date: September 22, 2009
Re: Proposed Closure of Fire Station #2

The city covers an area of approximately 11 square miles. There are currently three (3) fire stations in the City with each station covering approximately a four-mile area. The elimination of one fire station will result in the remaining two stations being responsible for approximately a five-mile area. This will impact response time but it cannot be predicted by how much.

Fire fighting needs have changed in the City. Since the year, 2000 it is estimated that the City's population has decreased 7.7%, falling to an estimated 33,518 residents. According to utility billing records there are approximately 435 vacant homes in the City.

The elimination of Station #2, located at Milwaukee and Prospect Streets is recommended. Its engine company can be relocated to the Central Fire Station with only minor changes to fire department operations. Also, Fire Station #2 is closest to the City's border with Summit Township with which the City has an Automatic- Aid Agreement.

Due to the recent retirements of three Fire Fighters and the temporary assignment of one Captain to the Deputy Chief position, the number of fire suppression personnel has fallen to 31. With this staffing level it will be difficult to adequately staff the three existing fire stations and undoubtedly will result in increased overtime to backfill personnel who call in sick or who are on vacation. With a total of 31 fire suppression personnel, ten (10) Fire Fighters will be scheduled for each 24-hour shift. However, with scheduled vacations and sick calls, staffing will typically fall to eight (8) or fewer. Attempting to staff three fire stations with eight Fire Fighters per shift will result in three Fire Fighters, or fewer, being scheduled at each fire station. Eliminating Station #2 and consolidating staffing into two fire stations will allow four Fire Fighters to be available at each station to respond to emergencies. Moreover, by maintaining fire suppression staffing at 32 the City can save approximately \$487,000 in the current fiscal year.

For an urban city such as Jackson, the National Fire Prevention Association (NFPA 1710) recommends a response time of six (6) minutes or less for the arrival of the first engine company to 80 percent of the fire suppression and emergency medical incidents and a second engine company and supervisory Chief officers within ten (10) minutes to 80 percent of the incidents. In reality, the City is not always able to meet this recommended standard even with three fire stations.

The Fire Department recently underwent an ISO evaluation. This evaluation, known as the Public Protection Classification (PPC) is meant to determine a community's ISO rating on a scale from 1 – 10. The ISO conducts a field survey wherein they visit the community to observe and evaluate features of the fire-protection systems. ISO objectively evaluates three major areas:

Fire Alarm and Communications Systems – 10%

Fire Department – 50%. ISO focuses on a fire department's first-alarm response and initial attack to minimize potential loss. Here, the ISO reviews such items as engine companies, ladder or service companies, distribution of fire stations and fire companies, equipment carried on apparatus, pumping capacity, reserve apparatus, department personnel and training.

Water Supply – 40%. A review of the water-supply system is used to determine the adequacy for fire-suppression purposes. They also evaluate hydrant size, type, and installation, as well as inspection frequency and condition of the fire hydrants.

The City's current ISO rating is a "3" with "1" being the best. It is anticipated that this rating may fall as low as a "5" due to reduced staffing levels. Closing a fire station may also affect this rating.

According to the NFPA, "response coverage consists of the spacing or location of multiple [fire fighting] resources so that an 'effective response' force arrives on scene in sufficient time frames to restrict the escalation of an emergency. In a fire situation, this is before a 'Flashover' occurs which varies with time the fire has been burning and the fire load. From an emergency medical perspective, a 6-minute time frame is used as a means of service level measurement. In the event of hazardous materials, response it depends on contents and location."

As demonstrated by the data below, the Fire Department's workload is primarily responding to medical emergencies rather than fighting fires.

In the calendar year 2007, the Jackson Fire Department responded to a total of 4,739 emergency incidents. This can be broken down into 174 total fires, of which 109 were structure fires, 41 hazardous material responses, and **3,193 emergency medical calls**. The remaining 1,331 calls were for mutual aid, vehicle accidents, other hazard responses, and false alarms.

In 2008, there were 4,450 emergency responses; of which 135 were fires, including 81 structure fires; 43 hazardous material responses, and **3,111 emergency medical responses**. The remaining 1,204 calls were mutual aid, vehicle accidents, other hazard responses, and false alarms.

For the year 2009, the data is incomplete, but as of August 31, there were 2,953 emergency responses. There have been 80 fires, of which 55 were structure fires; 20 hazardous material responses, and **2,069 emergency medical responses**. The remaining 784 calls for service have been for mutual aid, vehicle accidents, and other hazard responses, and false alarms.

	2007 L1	2007 SQ-1	2007 Other	2007 E-2	2007 E-3	2008 L-1	2008 SQ-1	2008 Other	2008 E-2	2008 E-3	2009 L-1	2009 SQ-1	2009 Other	2009 E-2	2009 E-3
111: Building Fires	53	2	1	30	29	39	2	5	32	25	21	0	1	17	12
300: Rescue, EMS	10	128	1	43	46	36	213	11	97	67	72	253	34	34	99
311: Medical Assist	69	201	9	77	303	75	148	6	34	305	140	55	14	17	161
321: EMS Call	74	1214	10	427	95	94	945	11	383	48	160	343	57	306	39
381: Rescue EMS Standby	18	277	2	66	48	11	386	2	83	67	4	109	18	60	36
611: Dispatch/Cancelled	25	239	3	80	118	40	185	4	62	143	48	70	21	44	56
651: Smoke Scare	52	0	3	24	21	47	1	0	15	16	31	0	2	18	9

Recommended staffing levels for moderate fire risk breakdown in the following manner:

Attack line	2	-	1 st Engine
Search & Rescue	2	-	2 nd Engine
Ventilation	2	-	Ladder Truck
Backup Line (RH)	2	-	Automatic Aid
Pump Operator	1	-	Ladder or 2 nd Engine
Water Supply	1	-	Automatic Aid or Engine
Command/Safety	2	-	Captain or Asst. Chief
TOTAL	12		

Without hiring Fire Fighters on overtime to backfill for personnel who call in sick or who are on vacation may reduce the per-shift staffing to 7 or 6.

Current staffing of three fire stations corresponds to the following:

Staffing Levels	Headquarters	Engine 2	Engine 3
10	4	3	3
9	3	3	3
8	3	3	2
7	3	2	2
6	2	2	2

Closing Station #2 and consolidating staffing into two fire stations will result in the following:

Staffing Levels	Headquarters	Engine 3
10	6	4
9	5	4
8	4	4
7	4	3
6	3	3

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

ORDINANCE NO. _____

**AN ORDINANCE TO ESTABLISH COMPENSATION RATES FOR
ADMINISTRATIVE AND SUPERVISORY EMPLOYEES OF THE CITY
OF JACKSON**

THE CITY OF JACKSON ORDAINS:

Section 1: Definition. For purposes of this ordinance, the term "Administrative and Supervisory Employees" shall mean employees and appointive officials of the City of Jackson not covered by a current labor agreement, but excluding the City Manager, City Attorney, City Clerk and City Assessor.

Section 2: As of October 22, 2009, Administrative and Supervisory Employees shall be compensated on the basis of the annual salary rates shown on the attached "Schedule I, Administrative and Supervisory Employees," according to the employee's appropriate step rate within the Class Grade assigned the individual employee under the Personnel Policy.

Section 3: The City Council shall establish by resolution the appropriate salary step for the City Clerk within the applicable classification grade.

Section 4: Repeal. Ordinance 475 is hereby repealed as of October 22, 2009.

Section 5: This ordinance shall take effect thirty (30) days from the date of final adoption.

* * * * *

Adopted: DRAFT

APPENDIX A-1

SCHEDULE I
ADMINISTRATIVE AND SUPERVISORY EMPLOYEES
PAY RATES

EFFECTIVE NOVEMBER 6, 2009 - 3.0%

Class Grade	Pay Basis	Minimum										Maximum Step 10
		Step 1	Step 1-1/2	Step 2	Step 3	Step 4	Step 5	Step 6	Step 7	Step 8	Step 9	
4	Annual	31,346	31,879	32,411	33,509	34,648	35,824	37,040	38,295	39,596	40,937	42,329
	Bi-Wkly	1,205.63	1,226.12	1,246.57	1,288.80	1,332.60	1,377.84	1,424.60	1,472.88	1,522.93	1,574.50	1,628.03
	Hourly	15.0703	15.3265	15.5821	16.1100	16.6575	17.2230	17.8075	18.4110	19.0366	19.6813	20.3504
5	Annual	33,142	33,706	34,268	35,426	36,623	37,866	39,145	40,474	41,843	43,258	44,724
	Bi-Wkly	1,274.69	1,296.38	1,318.02	1,362.54	1,408.58	1,456.39	1,505.58	1,556.67	1,609.34	1,663.78	1,720.16
	Hourly	15.9336	16.2047	16.4752	17.0317	17.6073	18.2049	18.8197	19.4584	20.1168	20.7972	21.5020
6	Annual	34,940	35,530	36,121	37,342	38,603	39,907	41,258	42,650	44,091	45,579	47,120
	Bi-Wkly	1,343.85	1,366.54	1,389.28	1,436.23	1,484.75	1,534.89	1,586.85	1,640.37	1,695.81	1,753.05	1,812.30
	Hourly	16.7982	17.0818	17.3660	17.9528	18.5594	19.1861	19.8356	20.5047	21.1976	21.9132	22.6537
7	Annual	36,937	37,565	38,193	39,495	40,838	42,228	43,662	45,151	46,682	48,272	49,917
	Bi-Wkly	1,420.64	1,444.81	1,468.97	1,519.02	1,570.69	1,624.17	1,679.32	1,736.56	1,795.47	1,856.63	1,919.88
	Hourly	17.7580	18.0601	18.3621	18.9877	19.6336	20.3021	20.9914	21.7070	22.4434	23.2078	23.9985
8	Annual	39,131	39,799	40,466	41,845	43,274	44,748	46,271	47,850	49,479	51,165	52,913
	Bi-Wkly	1,505.05	1,530.75	1,556.39	1,609.44	1,664.40	1,721.07	1,779.65	1,840.37	1,903.05	1,967.88	2,035.13
	Hourly	18.8132	19.1343	19.4549	20.1180	20.8050	21.5134	22.2456	23.0047	23.7882	24.5985	25.4391
9	Annual	40,533	41,303	42,073	43,673	45,332	47,054	48,841	50,704	52,626	54,626	56,704
	Bi-Wkly	1,558.96	1,588.56	1,618.21	1,679.74	1,743.52	1,809.77	1,878.51	1,950.14	2,024.07	2,101.00	2,180.94
	Hourly	19.4870	19.8570	20.2276	20.9968	21.7940	22.6222	23.4813	24.3768	25.3009	26.2625	27.2617
10	Annual	43,328	44,153	44,978	46,696	48,482	50,328	52,253	54,247	56,316	58,467	60,697
	Bi-Wkly	1,666.45	1,698.19	1,729.93	1,796.00	1,864.68	1,935.70	2,009.73	2,086.42	2,166.02	2,248.72	2,334.51
	Hourly	20.8306	21.2274	21.6242	22.4500	23.3085	24.1963	25.1216	26.0802	27.0752	28.1089	29.1814
11	Annual	46,122	46,997	47,872	49,691	51,574	53,532	55,564	57,671	59,860	62,134	64,491
	Bi-Wkly	1,773.93	1,807.58	1,841.23	1,911.20	1,983.61	2,058.92	2,137.09	2,218.11	2,302.29	2,389.75	2,480.41
	Hourly	22.1741	22.5948	23.0154	23.8900	24.7951	25.7364	26.7136	27.7264	28.7786	29.8719	31.0052
12	Annual	49,119	50,049	50,980	52,917	54,926	57,008	59,174	61,420	63,753	66,174	68,687
	Bi-Wkly	1,889.18	1,924.98	1,960.77	2,035.27	2,112.54	2,192.61	2,275.93	2,362.30	2,452.05	2,545.14	2,641.80
	Hourly	23.6148	24.0622	24.5097	25.4409	26.4067	27.4077	28.4491	29.5287	30.6507	31.8143	33.0226
13	Annual	52,309	53,309	54,308	56,381	58,529	60,765	63,082	65,490	67,988	70,584	73,275
	Bi-Wkly	2,011.87	2,050.34	2,088.75	2,168.50	2,251.10	2,337.13	2,426.22	2,518.83	2,614.92	2,714.78	2,818.26
	Hourly	25.1484	25.6292	26.1094	27.1062	28.1387	29.2142	30.3277	31.4854	32.6865	33.9347	35.2282
14	Annual	55,507	56,562	57,616	59,810	62,084	64,446	66,891	69,442	72,083	74,823	77,668
	Bi-Wkly	2,134.89	2,175.45	2,216.02	2,300.38	2,387.85	2,478.70	2,572.74	2,670.83	2,772.41	2,877.79	2,987.23
	Hourly	26.6862	27.1932	27.7002	28.7548	29.8481	30.9837	32.1592	33.3854	34.6551	35.9724	37.3404
15	Annual	58,503	59,613	60,723	63,036	65,433	67,924	70,506	73,189	75,974	78,863	81,864
	Bi-Wkly	2,250.10	2,292.80	2,335.51	2,424.45	2,516.64	2,612.44	2,711.78	2,814.97	2,922.07	3,033.18	3,148.62
	Hourly	28.1262	28.6601	29.1939	30.3057	31.4580	32.6555	33.8972	35.1871	36.5259	37.9147	39.3578

SCHEDULE I (CONTD)
ADMINISTRATIVE AND SUPERVISORY EMPLOYEES
PAY RATES

EFFECTIVE NOVEMBER 6, 2009 - 3.0% (Contd)

Class Grade	Pay Basis	Minimum										Maximum
		Step 1	Step 1-1/2	Step 2	Step 3	Step 4	Step 5	Step 6	Step 7	Step 8	Step 9	
16	Annual	61,497	62,667	63,836	66,265	68,786	71,403	74,115	76,934	79,864	82,901	86,054
	Bi-Wkly	2,365.25	2,410.25	2,455.25	2,548.67	2,645.62	2,746.28	2,850.57	2,959.01	3,071.69	3,188.52	3,309.77
	Hourly	29.5657	30.1281	30.6906	31.8583	33.0702	34.3286	35.6322	36.9876	38.3961	39.8565	41.3722
17	Annual	64,491	65,718	66,943	69,491	72,130	74,880	77,725	80,686	83,755	86,940	90,245
	Bi-Wkly	2,480.41	2,527.60	2,574.74	2,672.74	2,774.22	2,879.98	2,989.42	3,103.29	3,221.36	3,343.85	3,470.98
	Hourly	31.0052	31.5950	32.1843	33.4092	34.6777	35.9998	37.3678	38.7911	40.2670	41.7982	43.3872
18	Annual	67,687	68,978	70,269	72,954	75,738	78,631	81,635	84,753	87,992	91,352	94,841
	Bi-Wkly	2,603.34	2,653.01	2,702.67	2,805.91	2,913.02	3,024.26	3,139.80	3,259.73	3,384.32	3,513.54	3,647.72
	Hourly	32.5417	33.1626	33.7834	35.0739	36.4127	37.8033	39.2475	40.7466	42.3040	43.9193	45.5964
19	Annual	71,480	72,838	74,197	77,020	79,953	82,994	86,152	89,431	92,833	96,362	100,029
	Bi-Wkly	2,749.24	2,801.48	2,853.72	2,962.30	3,075.12	3,192.09	3,313.54	3,439.66	3,570.50	3,706.25	3,847.29
	Hourly	34.3655	35.0185	35.6715	37.0288	38.4390	39.9011	41.4193	42.9958	44.6312	46.3281	48.0911
20	Annual	75,274	76,710	78,146	81,124	84,216	87,428	90,763	94,225	97,819	101,546	105,422
	Bi-Wkly	2,895.14	2,950.38	3,005.63	3,120.17	3,239.09	3,362.63	3,490.90	3,624.03	3,762.25	3,905.63	4,054.68
	Hourly	36.1893	36.8798	37.5703	39.0021	40.4886	42.0329	43.6362	45.3003	47.0282	48.8204	50.6834
21	Annual	79,066	80,567	82,069	85,193	88,427	91,791	95,278	98,902	102,663	106,565	110,615
	Bi-Wkly	3,040.99	3,098.72	3,156.49	3,276.65	3,401.05	3,530.41	3,664.54	3,803.91	3,948.57	4,098.67	4,254.44
	Hourly	38.0124	38.7340	39.4561	40.9581	42.5132	44.1302	45.8068	47.5489	49.3572	51.2334	53.1805

A. The City Manager, City Attorney and City Assessor shall be compensated under separate contracts with the City Council.
Adopted: DRAFT