



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 20, 2009

7:00 p.m.

(With Executive Session beginning at 6:00 p.m.)

1. **Call to Order.**
2. **Pledge of Allegiance** – Invocation by Andrew R. Frounfelker, 5th Ward City Councilmember.
3. **Roll Call.**
4. **Adoption of Agenda.**
5. **Executive Session to Review Applications for the City Manager Search.**
6. **Return to Open Session.**
 - *A. Consideration and selection of candidates for the City Manager position.
7. **Presentations/Proclamations.**
 - A. Presentation by the City Treasurer regarding the City Treasurer’s Quarterly report for the months of July, August, and September 2009, and the collection of delinquent income taxes.
8. **Citizen Comments. (3-Minute Limit)**
9. **Consent Calendar.**
 - A. Approval of the minutes of the regular City Council meeting of October 6, 2009.
 - B. Approval of City license renewals for the year ending April 30, 2010, in accordance with the recommendation of the City Clerk.
 - C. Approval of the request from The Salvation Army to conduct its annual Christmas Kettle solicitation within the City of Jackson, beginning Friday, November 13th through Thursday, December 24, 2009. (Recommended approval received from the Police Department and the Downtown Development Authority. Hold Harmless Agreement executed in lieu of insurance coverage.)
 - D. Approval of the request from the Jackson County Veterans Council to close First Street from Michigan Avenue to Wildwood, to hold the annual Veterans Day Ceremony and Memorial Service at Withington Park on Wednesday, November 11, 2009, beginning at 10:45 a.m. (Approval recommended by the Police, Fire, Traffic Engineering, Public Services and Parks/Forestry Departments, and the Downtown Development Authority. Hold Harmless Agreement executed in lieu of insurance.)
 - E. Approval of the low bid award to Lonnie’s Tree Service in the amount of \$18,930.00 for the 2009-2010 CDBG Ash Tree Removal, and authorization for the Mayor and City Clerk to execute the appropriate document(s), in accordance with the recommendation of the Purchasing Coordinator and the Superintendent of Cemeteries, Forestry and Parks.
 - F. Approval of Traffic Control Order (TCO) Nos. 2034 through 2037, to review changing all downtown City parking lot visitor areas from a two-hour limit to a three-hour limit in

accordance with the recommendation of the Parking Advisory Committee.

- G. Approval of Amendment No. 1 to the Engineering Services Contract with DLZ at an additional not to exceed contract price by \$14,316.41, for additional scope of services for the Mechanic Street Bridge project, and authorization for the City Engineer and Interim City Manager to execute the appropriate document(s), in accordance with the recommendation of the City Engineer.
- H. Approval of the request for City water service to the property located at 1004 S. Brown Street (Summit Township) with recommended conditions, in accordance with the recommendation of the City Engineer and the Water Services Supervisor.
- I. Receipt of the Dangerous Building Report for September 30, 2009.
- J. Receipt of CDBG Financial Summary Report through September 30, 2009.
- K. Establishment of November 10, 2009, at the City Council meeting as the time and place to hold a public hearing on the application for an Industrial Facilities Exemption Certificate filed by KRT Precision Tool & Manufacturing, located at 1300 Mitchell Street.

10. **Committee Reports.**

11. **Appointments.**

- A. Approval of the Mayor's recommendation to appoint Jean Weir to the Jackson Historic District Commission filling a current vacancy, beginning immediately, and ending December 31, 2011.

12. **Public Hearings.**

- A. Public hearing to consider a request to rezone properties located at 1001 and 1005 Lansing Avenue, 422 and 428 Hill Street, and a vacant Hill Street lot, from R-1 (one-family residential) and C-2 (community commercial) to R-4 (high-density apartment and office). (City Planning Commission and Staff recommend denial.)
 - 1. Consideration of an Ordinance amending Chapter 28, Section 28-32, City Code, rezoning property located at 1001 and 1005 Lansing Avenue, 422 and 428 Hill Street, and a vacant Hill Street lot, from R-1 (one-family residential) and C-2 (community commercial) to R-4 (high-density apartment and office).

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

- B. Public hearing on Special Assessment Roll No. 4181 for delinquent miscellaneous General Fund accounts receivable.
 - 1. Resolution confirming Special Assessment Roll No. 4181.
- C. Public hearing on Special Assessment Roll No. 4182 for delinquent miscellaneous Building Department Fund accounts receivable.
 - 1. Resolution confirming Special Assessment Roll No. 4182.
- D. Public hearing on Special Assessment Roll No. 4183 for delinquent miscellaneous Community Development Block Grant Fund accounts receivable.
 - 1. Resolution confirming Special Assessment Roll No. 4183.
- E. Public hearing on Special Assessment Roll No. 4184 for delinquent miscellaneous Wastewater Fund accounts receivable.
 - 1. Resolution confirming Special Assessment Roll No. 4184.
- F. Public hearing on Special Assessment Roll No. 4185 for delinquent miscellaneous Water Fund accounts receivable.
 - 1. Resolution confirming Special Assessment Roll No. 4185
- G. Public hearing on Special Assessment Roll No. 4186 for delinquent miscellaneous Public Works Fund accounts receivable.
 - 1. Resolution confirming Special Assessment Roll No. 4186.

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

13. **Resolutions.**

- A. Consideration of a resolution establishing the hours of 6:00 p.m. to 8:00 p.m. on Saturday, October 31, 2009, for Halloween trick or treating, and urging residents to turn

porch lights on between said hours.

- B. Consideration of a resolution amending the 2009-2010 budget to reflect the receipt of the Recovery Act Edward Byrne Memorial Justice Assistance Grant (JAG) Program grant, in the amount of \$360,000.00.

14. **Ordinances.**

- A. Consideration of an Ordinance amending Chapter 18, Section 18-185, City Code, clarifying that transporting, carrying, or possessing a dangerous weapon does not include firearms because state law exclusively regulates firearms for these purposes.
- B. Consideration of an Ordinance amending Chapter 28, Section 28-5, City Code, amending the definition of "Family" and "Rooming House." (Delayed at the September 22, 2009, City Council meeting.)
- C. Final adoption of Ordinance No. 480, establishing compensation rates for administrative and supervisory employees of the City of Jackson.

15. **Other Business.**

- A. Consideration of the request for approval of the proposed revised 2011-2014 Transportation Improvement Program (TIP) list.

16. **New Business.**

- A. Consideration of the request to approve the bid award to Alpha & Omega Construction Co., in the amount of \$23,995.00, for the owner-occupied Community Development rehabilitation project located at 308 Ellery, in accordance with the recommendation of the Community Development Director.
- B. Consideration of the request to approve the low bid award for a construction contract to Great Lakes Systems, Inc., Jenison, at their low bid of \$157,200.00 for the removal and replacement of the Department of Public Works building roof, and authorization for the Mayor and City Clerk to execute the appropriate document(s), and for staff to make any necessary modifications, in accordance with the recommendation of the Purchasing Agent, the City Engineer and the architect, Woodard and Associates.
- *C. Consideration of the request to approve Amendment No. 1 to the Topographic Mapping Services contract with Alpine Engineering, Inc., Novi, in the amount of \$4,900.00, allowing the City to utilize \$319,000.00 in remaining Stimulus Funds, for additional topographic mapping services and surveying for the Grand River ArtsWalk project and the Argyle Street project, and authorization for the City Engineer and City Manager to execute the appropriate document(s).

17. **City Councilmembers' Comments.**

18. **Manager's Comments.**

19. **Adjournment.**

*Item Added, Deleted or Changed.

10/14/09

Honorable Mayor and City Council:

Every quarter I am bound by State Law to report to you on the investment of idle funds of our City. This report will fill you in on what happened in the first quarter of the new fiscal year 2009/2010.

We are guided by the Public Acts 20 as amended by the State of Michigan. All funds were legally invested according the parameters of the Act. We used Certificates of Deposit, which were hovering at or less than 1% interest for lengths of up to 180 days. We don't go much longer because of liquidity issues in this down environment. Most of our funds are in government money market accounts. They are paying a bit more interest and are more liquid, if needed. We spend about a million dollars a week for payroll and accounts payable and align our investments to match the payouts.

All funds in the checking accounts are invested daily in an over night sweep account and earn interest. The problem of rising banking charges is still driving up costs. For us it means less interest earned. We pay soft charges, which are taken directly out of interest earned, instead of paying hard charges directly to the bank. We have been carrying a higher bank balance to make more interest to pay for the charges. The charges are based on all activity with the bank.

Not all money invested is for the General fund budget. We pool all money except Trust and Bond Reserve funds, which by law cannot be co-mingled with other funds. Funds are collected invested and interest is divided per share through the intra-fund accounting. Part of the investments is for the Enterprise, Water and Sewer funds. We collect this money everyday and invest it accordingly. Your budgets reflect the amounts for the bond funds,

Enterprise funds and Trust funds. The idle cash investments are approximately as follows:

General Fund	12,000,000
Water Fund	5,000,000
Sewage Fund	3,000,000
Bond funds	<u>1,500,000</u>
	21,500,000

Some of you think that there is no financial crisis at all because of the 20 million dollars invested at any one time. I guess it's time for a short lesson in budgeting and finance. Our budget is 23 million dollars. We get our revenue from different sources throughout the year. The largest of the sources is the Income Tax followed by Property Tax and then, State Revenue sharing.

Income Tax is basically collected quarterly with the 941 withholding from businesses. At the end of each quarter businesses must send in their quarterly withholding and they get thirty days to do it. Of course, the bulk of the payments come in the 30 days after the end of the quarter. This represents most of the revenue for income tax. We receive most 1040 payments just before April 30th.

Compliance is an ongoing process and we do collect daily. I started the compliance Program in 1984. Up to that point we did not go after people for not sending in or filing their taxes. I knew we were missing a lot of filers and dollars. I started the program and it has been very successful. It has collected \$ 7,718,939.00 as of June 30th 2009 that we would not have collected through ordinary procedures. This requires a lot of work, research and follow-up.

The City Property Tax is collected from July through November 20th. Late payments are accepted until March 1st. We are unique in the State because we accept five installments without interest. More and more individuals are paying by installments. This keeps the ladies very busy at the counters. Most of the property tax revenue comes in the first month, when full payments are due. This is because we require mortgage companies to make full-payments by July 31st.

State Revenue sharing is paid quarterly and the amounts are still up in the air.

Respectfully submitted,

Andrew J. Wrozek, Jr.
City Treasurer

Pooled Cash and Investments

City of Jackson						
Treasurer Office						
Daily Investment Balances						
Pooled Account		Jul-09				
			(Exclude Interest)			
	Beg	Investment	Investment	Rolled Over	End	
	Balance	Buys	Maturities	Interest	Balance	
Investments	18,404,668.67				18,404,668.67	
1					18,404,668.67	
2					18,404,668.67	
3					18,404,668.67	
4					18,404,668.67	
5		1,000,000.00	1,000,000.00	10,547.95	18,415,216.62	
6					18,415,216.62	
7					18,415,216.62	
8					18,415,216.62	
9					18,415,216.62	
10					18,415,216.62	
11					18,415,216.62	
12					18,415,216.62	
13					18,415,216.62	
14					18,415,216.62	
15					18,415,216.62	
16		605,444.39	605,444.39	4,955.05	18,420,171.67	
17					18,420,171.67	
18					18,420,171.67	
19					18,420,171.67	
20					18,420,171.67	
21					18,420,171.67	
22					18,420,171.67	
23					18,420,171.67	
24					18,420,171.67	
25					18,420,171.67	
26	TCF			1,957.10	18,422,128.77	
27	County National			3,443.95	18,425,572.72	
28	Smith Barney			5,082.48	18,430,655.20	
29	Citizens			0.84	18,430,656.04	
30	Comerica			0.03	18,430,656.07	
31	Untraced Var.			0.08	18,430,656.15	
		1,605,444.39	1,605,444.39	25,987.48		

Pooled Cash and Investments

City of Jackson						
Treasurer Office						
Daily Investment Balances						
Pooled Account		Aug-09				
			(Exclude Interest)			
	Beg	Investment	Investment	Rolled Over	End	
	Balance	Buys	Maturities	Interest	Balance	
Investments	18,430,656.15				18,430,656.15	
1					18,430,656.15	
2					18,430,656.15	
3		1,016,591.67	1,016,591.67	7,637.99	18,438,294.14	
4					18,438,294.14	
5					18,438,294.14	
6					18,438,294.14	
7					18,438,294.14	
8					18,438,294.14	
9					18,438,294.14	
10					18,438,294.14	
11					18,438,294.14	
12					18,438,294.14	
13					18,438,294.14	
14		1,000,000.00	1,000,000.00	9,205.48	18,447,499.62	
15					18,447,499.62	
16					18,447,499.62	
17		1,500,000.00			19,947,499.62	
18		1,500,000.00			21,447,499.62	
19					21,447,499.62	
20					21,447,499.62	
21					21,447,499.62	
22					21,447,499.62	
23					21,447,499.62	
24					21,447,499.62	
25					21,447,499.62	
26	Smith Barney			8.20	21,447,507.82	
27	TCF			1,258.74	21,448,766.56	
28	Citizens MM			197.90	21,448,964.46	
29	County National			3,446.29	21,452,410.75	
30	Comerica			0.06	21,452,410.81	
31					21,452,410.81	
		5,016,591.67	2,016,591.67	21,754.66		

Pooled Cash and Investments

	City of Jackson				
	Treasurer Office				
	Daily Investment Balances				
	Pooled Account		Sep-09		
			(Exclude Interest)		
		Beg	Investment	Investment	Rolled Over
		Balance	Buys	Maturities	Interest
	Investments	21,452,410.81			
	1				21,452,410.81
	2		868,979.84	868,979.84	8,665.99
	3				21,461,076.80
	4				21,461,076.80
	5				21,461,076.80
	6				21,461,076.80
	7				21,461,076.80
	8				21,461,076.80
	9				21,461,076.80
	10				21,461,076.80
	11				21,461,076.80
	12		617,171.18	617,171.18	4,793.64
	13				21,465,870.44
	14				21,465,870.44
	15				21,465,870.44
	16				21,465,870.44
	17				21,465,870.44
	18				21,465,870.44
	19				21,465,870.44
	20				21,465,870.44
	21				21,465,870.44
	22				21,465,870.44
	23		1,230,623.53	1,230,623.53	12,328.11
	24				21,478,198.55
	25				21,478,198.55
	26 Fifth Third				18.68
	27 Smith Barney				15.35
	28 Bank of Michigan				594.25
	29 Citizens MM				740.64
	30 County National				3,337.38
	31 Comerica				21,482,904.85
			2,716,774.55	2,716,774.55	30,494.04

JACKSON CITY COUNCIL MEETING

MINUTES

OCTOBER 6, 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 Gaiser 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: Interim City Manager Christopher W. Lewis, City Attorney Julius A. Giglio and City Clerk Lynn Fessel.

AGENDA.

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

PRESENTATIONS/PROCLAMATIONS.

None.

CITIZEN COMMENTS.

Maxine Vincent, 137 E. Robinson; Shareena Johnson, 1120 S. Milwaukee, and Kathleen Cusick, 2006 S. Milwaukee, spoke in opposition to closing Fire Station No. 2 and laying off police officers.

Eileen Rawlins, 509 Hibbard, spoke in favor of the proposed ordinance to amend the definitions of “family” and “rooming house.”

Sandra Stewart, 210 E. Prospect; Arlene Robinson, 159 Randolph, and Rev. Jeffery Lang, 419 E. High, spoke in opposition to closing Fire Station No. 2.

Joe Filip, 755 W. Michigan, expressed concerns with police department layoffs and the loss of a position in the City Attorney's office. He hopes that the Acting Fire Chief's plan is taken into consideration.

Kathleen Conley, Human Relations Commission Chair, explained to Council that there is a vacancy on the HRC that needs to be filled. She also spoke in opposition to the proposed ordinance to amend the definitions of "family" and "rooming house."

CONSENT CALENDAR.

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

Consent Calendar

- A. Approval of the minutes of the regular City Council meeting of 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.

COMMITTEE REPORTS.

None.

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.

Motion was made by Councilmember Breeding and seconded by Councilmember Greer to confirm the Mayor's recommendation. 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.

PUBLIC HEARINGS.

A. PUBLIC HEARING TO RECEIVE PUBLIC COMMENTS REGARDING THE UNITED STATES ENVIRONMENTAL PROTECTION AGENCY (USEPA) SITE ASSESSMENT GRANT FOR HAZARDOUS SUBSTANCES.

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

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.

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

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.

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

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.

Motion was made by Councilmember Breeding 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.

ORDINANCES.

None.

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.)

Motion was made by Councilmember Breeding and seconded by Councilmember Howe to approve Option No. 1, as outlined below, for a savings of \$879,848.00:

- 1) Fire Department staffing as proposed by Acting Fire Chief Beyerstedt
- 2) Conversion of the Assistant City Attorney position from full to part time
- 3) Reduction of two patrol officer positions
- 4) Not open Sharp Park pool in June, 2010
- 5) Reduce the Parks, Recreation and Grounds line item by \$20,000
- 6) Eliminate the Administrative Benefits Technician position
- 7) Transfer composting expenses from Forestry to Street Funds
- 8) Not use cell tower lease revenue for public art

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

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

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.)

Motion was made by Councilmember Breeding and seconded by Councilmember Howe to NOT approve the ordinance. The motion FAILED adoption by the following vote. Yeas: Councilmembers Breeding, Gaiser and Polaczyk—3. Nays: Mayor Ludwig and Councilmembers Howe, Greer and Frounfelker—4. Absent: 0.

NEW BUSINESS.

None.

CITY COUNCILMEMBERS' COMMENTS.

Councilmember Polaczyk announced that October 7 is “Walk to School Day.” He asked the Interim City Manager to consider 4 furlough days between now and the end of the fiscal year for non-essential positions and would like to see those tied to holidays.

Councilmember Howe stated he is surprised and happy with how things went tonight. He also requested that a 50% cut in Councilmember compensation be considered; the City Attorney will research the legality of this option.

Councilmember Gaiser stated that we’ll see how this all plays out. He hopes to see the large audiences at City Council meetings continue. He requested an update on how much money has been saved and where we stand in balancing the budget.

A motion was made by **Councilmember Greer** and seconded by Councilmember Howe to approve the compensation ordinance for administrative and supervisory employees as presented.

A motion was made by Councilmember Breeding and seconded by Councilmember Frounfelker to amend the motion to eliminate line item No. 861 – vehicle allowances – from the following department budgets: 172-City Manager, 211-City Attorney, 253-City Treasurer, 301-Police Department, for a total of \$19,200.00. The motion was adopted by the following vote. Yeas: Councilmembers Breeding, Howe, Gaiser, Frounfelker and Polaczyk—5. Nays: Mayor Ludwig and Councilmember Greer—2. Absent: 0.

A motion was made by Councilmember Frounfelker and seconded by Councilmember Greer to amend the motion to make the effective date of the ordinance November 6, 2009. The motion was adopted by the following vote. Yeas: Mayor Ludwig and Councilmembers Howe, Greer and Frounfelker—4. Nays: Councilmembers Breeding, Gaiser and Polaczyk—3. Absent: 0.

The main motion, as amended, was then voted on and adopted by the following vote. Yeas: Mayor Ludwig and Councilmembers Howe, Greer and Frounfelker—4. Nays: Councilmembers Breeding, Gaiser and Polaczyk—3. Absent: 0.

Councilmember Greer also concurred with Councilmember Polaczyk’s request regarding the furlough days.

Mayor Ludwig announced that as an additional incentive for residents to take advantage of the free clean up day on November 14, he is issuing a moratorium, starting October 12 through November 14, on the enforcement of garbage citations from the Community Development Department so every citizen will have the opportunity (and no excuse) to remove garbage and debris from their property. He urged all citizens to take advantage of this unique opportunity to remove unwanted items at no cost to themselves.

CITY MANAGER’S COMMENTS.

Interim City Manager Lewis thanked everyone in the audience who expressed their sentiments this evening. He stated that, as Interim City Manager, public safety is one of his primary focuses.

EXECUTIVE SESSION FOR LEGAL OPINIONS.

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

RETURN TO OPEN SESSION.

Motion was made by Councilmember Frounfelker and seconded by Councilmember Greer to return to open session. The motion was adopted by unanimous voice vote.

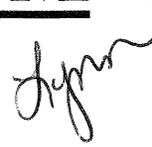
ADJOURNMENT.

No further business being presented, a motion was made by Councilmember Greer and seconded by Councilmember Frounfelker to adjourn the meeting. The motion was adopted by unanimous voice vote and the meeting adjourned at 9:43 p.m.

Lynn Fessel
City Clerk

MEMORANDUM

City Clerk's Office



October 13, 2009

MEMO TO: Honorable Mayor and City Councilmembers

SUBJECT: City License Approvals

City Council approval is required for gasoline pumps. Admiral Petroleum Company has returned renewal applications for their locations at 1910 E. Michigan Avenue, 250 W. Prospect Street and 846 N. West Avenue. I am requesting City Council approve these licenses at the October 20 meeting. All appropriate department approvals and fees have been received. Thank you.

c: Interim City Manager



City Clerk

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

October 14, 2009

TO: Honorable Mayor and City Councilmembers
FROM: Angela Arnold, Deputy City Clerk 
RE: Salvation Army – Christmas Kettles Solicitation

The Salvation Army is requesting permission to conduct their annual Christmas Kettle solicitation in the City from Friday, November 13, 2009 through Thursday, December 24, 2009.

Recommended approvals have been received from the Police Department and the Downtown Development Authority. A Hold Harmless Agreement has been executed in lieu of insurance coverage.

Please consider this request for approval at your October 20th meeting.

Attachment

C: Chris Lewis, Interim City Manager

RECEIVED
CITY of JACKSON
SEP 21 2009
CLERK'S OFFICE



The Salvation Army
Founded in 1865 by William and Catherine Booth

Shaw Clifton
General

Kenneth Baillie
Commissioner
Territorial Commander

Ralph Bukiewicz
Major
Divisional Commander

John & Linda Mallett
Majors
Corps Officers

BY _____

September 18, 2009

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

To Whom It May Concern:

I am writing to secure permission for The Salvation Army to have its Christmas Kettles in operation within the city of Jackson this holiday season. This will include the days of Friday, November 13th through Wednesday, December 24th, 2009.

Thank you for considering this matter, and I look forward to hearing from you.

We are always extremely careful to cooperate with you in regard to any possible "special" arrangements. If so, please call me at 782-7185.

If all is "OK", please indicate so on this letter and mail or fax back to 782-0106.

Sincerely,


John Mallett
Major

PLEASE FILL OUT AND RETURN

Name

Phone #



DOING THE MOST GOOD

806 E. Pearl St. • Jackson, MI 49201-1719 • Telephone (517) 782-7185 • Fax (517) 782-0106
www.salvationarmy.org • Donations: Phone: 1-800-SAL-ARMY or www.usc.salvationarmy.org



City Clerk

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

October 14, 2009

TO: Honorable Mayor and City Councilmembers
FROM: Angela Arnold, Deputy City Clerk *Angela Arnold*
RE: Veteran's Day Ceremony and Memorial Service

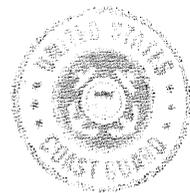
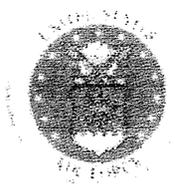
The Jackson County Veteran's Council is requesting closure of First Street from Michigan Avenue to Wildwood, police assistance, and use of the small bandstand to hold the annual Veterans Day Ceremony and Memorial Service for veterans at Withington Park on Wednesday, November 11, 2009, beginning at 10:45 a.m. The service will begin at 11:00 a.m.

Recommended approvals have been received from the Police, Fire, Traffic Engineering, Public Services, Forestry Departments, and the Downtown Development Authority. A Hold Harmless Agreement has been executed in lieu of insurance coverage.

Please consider this request for approval at your October 20th meeting.

Attachment

C: Chris Lewis, Interim City Manager



JACKSON COUNTY VETERANS COUNCIL

Received

September 15, 2009

SEP 21 2009

Traffic Engineer
City of Jackson
521 Water Street
Jackson, MI 49203

Engineering City of Jackson

Wednesday, November 11, 2009 at 11:00 A.M. the Jackson County Veterans Council will conduct a Veterans Day observance in Withington Park, Wildwood and Michigan Avenue.

We are requesting that Michigan Avenue, First Street and Wildwood Avenue be closed from 10:45 A.M. to 11:45 A.M. for this observance.

A request has also been sent to the Jackson City Police Department for traffic control at this point.

Thanks in advance for your consideration and cooperation on this Veterans Day observance.

Yours in Comradeship

David Welihan m

David Welihan, Commander

RECEIVED
CITY of JACKSON
SEP 28 2009
CLERK'S OFFICE

BY _____

*ANGELA -
DID YOU GET A COPY OF THIS ONE?*

DIETZ

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

Event Title: Veterans Day Ceremony – Wednesday, November 11, 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: \$ 201.38

Public Services: S. Porter Recommend Approval: YES NO Est. Economic Impact: \$ 100.00

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

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

Have businesses been notified for street closures?: YES NO

Reason for disapproval: _____

Any special requirements/conditions:

Insurance/Indemnification Received: 10/14/09 Insurance Approved: _____

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



Cemeteries, Forestry & Parks

2615 Francis St. - Jackson, MI 49203
Telephone: (517) 788-4078 — Facsimile: (517) 780-4776

October 12, 2009

Mr. Christopher Lewis
Interim City Manager
City of Jackson, Michigan

AGENDA ITEM

Dear Mr. Lewis:

Subject: Request Authorization to award low bid to Lonnie's Tree Service of Jackson, Michigan at their lump sum bid price of \$18,930 for 2009/2010 CDBG ASH TREE REMOVAL

The City of Jackson Forestry Department has been awarded CDBG funding for the removal of dead/dying Ash trees in eligible neighborhoods.

On Friday, October 2, 2009 at 10:00 a.m. a pre-bid meeting was held in the purchasing department to review contract specifications and guidelines as well as wage requirements for the CDBG funded project.

On Friday, October 9, 2009 at 10:00 a.m. sealed bids were opened in the purchasing department. Ten bids were received. A bid tabulation is attached for your review.

Therefore, I, along with Shelly Allard, Purchasing Coordinator, request authorization to award the contract to Lonnie's Tree Service of Jackson, Michigan. Furthermore, I request the Mayor and City Clerk be authorized to sign the appropriate contract documents.

Respectfully submitted,

Thomas Steiger
Superintendent of Cemeteries, Forestry
and Parks

Attachment

cc: James Parrott, Director of Parks, Recreation and Grounds
Shelly Allard, Purchasing Coordinator
Carol Konieczki, Community Development Director
Michelle Pultz, Community Development Project Coordinator

**BID TABULATION FOR 2009 CDBG TREE REMOVAL
FRIDAY, OCTOBER 9, 2009, 10:00 AM**

ITEM #	ADDRESS	SPECIES	RHPL	LOCATION	DBH	Lonnie's Tree Service	Midwest Tree	Wonsey Tree	Johnny's Tree	Daugherty Tree	Procure Tree Service LLC	Custom Tree Care Inc.	J. Ranck Electric Inc.	West Michigan Tree	Townsend Tree Service
						6562 Hawkins Rd. Jackson, MI 49201	14306 Belding Rd. Belding, MI 48809	PO Box 1142 Alma, MI 48801	1245 Falahee Rd. Jackson, MI 49203	2609 W. Morrell Jackson, MI 49203	675 Clyde Ct. SW Byron Center, MI 49315	3722 SW Spring Creek Ln. Topeka, KS 66610	1993 Gover Parkway Mt. Pleasant, MI 48858	PO Box 151455 Grand Rapids, MI 49515	PO box 128 Parker City, IN 47368
						UNIT PRICE	UNIT PRICE	UNIT PRICE	UNIT PRICE	UNIT PRICE	UNIT PRICE	UNIT PRICE	UNIT PRICE	UNIT PRICE	UNIT PRICE
1	103 E Morrell	Ash		On Chittock	12	100.00	75.00	190.00	87.50	100.00	81.00	175.00	350.00	176.00	457.44
2	914 Maple	Ash	55		16	100.00	125.00	190.00	131.25	150.00	124.00	275.00	350.00	351.00	609.92
3	926 Maple	Ash	40		18	150.00	150.00	190.00	175.00	150.00	185.00	300.00	350.00	351.00	686.16
4	1016 Maple	Ash	57		18	150.00	175.00	190.00	175.00	200.00	124.00	300.00	350.00	351.00	686.16
5	1040 Maple	Ash	50		22	150.00	200.00	260.00	262.50	200.00	185.00	375.00	420.00	526.00	838.64
6	1041 Maple	Ash	20		12	100.00	125.00	190.00	87.50	150.00	124.00	175.00	350.00	176.00	457.44
7	714 Williams	Ash	2		18	150.00	150.00	260.00	218.75	200.00	124.00	300.00	350.00	176.00	686.16
8	714 Williams	Ash	42		18	150.00	125.00	260.00	175.00	200.00	124.00	300.00	350.00	351.00	686.16
9	924 Williams	Ash	45		14	100.00	100.00	260.00	87.50	150.00	124.00	225.00	350.00	351.00	533.68
10	1100 Williams	Ash	20		22	150.00	225.00	260.00	350.00	350.00	310.00	375.00	420.00	526.00	838.64
11	159 Randolph	Ash	77 S	On Williams	20	150.00	175.00	260.00	131.25	225.00	185.00	350.00	420.00	526.00	762.40
12	400 S Jackson	Ash	22		20	100.00	275.00	260.00	218.75	300.00	345.00	350.00	420.00	877.00	762.40
13	918 S Jackson	Ash	24		18	100.00	200.00	190.00	218.75	400.00	248.00	300.00	350.00	351.00	686.16
14	1037 S Jackson	Ash	25		18	100.00	200.00	190.00	262.50	275.00	185.00	300.00	350.00	351.00	686.16
15	1039 S Jackson	Ash	17		18	100.00	200.00	190.00	262.50	200.00	185.00	300.00	350.00	351.00	686.16
16	1106 S Jackson	Ash	0		14	100.00	150.00	190.00	87.50	200.00	124.00	225.00	350.00	176.00	533.68
17	1107 S Jackson	Ash			16	100.00	150.00	190.00	175.00	300.00	185.00	275.00	350.00	176.00	609.92
18	1228 S Jackson	Ash	64		18	100.00	175.00	190.00	131.25	200.00	185.00	300.00	350.00	351.00	686.16
19	1235 S Jackson	Ash	6		24	200.00	250.00	260.00	262.50	300.00	185.00	400.00	420.00	526.00	914.88
20	1243 S Jackson	Ash	33		26	200.00	300.00	260.00	437.50	450.00	346.00	450.00	500.00	526.00	991.12
21	1310 S Jackson	Ash	15		22	200.00	150.00	260.00	218.75	275.00	248.00	375.00	420.00	351.00	838.64
22	1510 S Jackson	Ash	64		14	100.00	150.00	190.00	131.25	200.00	216.00	225.00	350.00	351.00	533.68
23	1404 Woodsum	Ash			30	250.00	225.00	260.00	393.75	500.00	436.00	525.00	500.00	702.00	1,143.60
24	1200 Linwood	Ash	27		24	200.00	275.00	260.00	350.00	350.00	496.00	400.00	420.00	526.00	914.88
25	1214 Linwood	Ash	20		22	200.00	200.00	260.00	175.00	200.00	100.00	375.00	420.00	526.00	838.64
26	1214 Linwood	Ash	66		26	150.00	275.00	260.00	218.75	300.00	300.00	450.00	500.00	702.00	991.12
27	1214 Linwood	Ash			30	200.00	300.00	260.00	262.50	300.00	400.00	525.00	500.00	877.00	1,143.60
28	238 W High	Ash	40 S	On Linwood	26	200.00	250.00	260.00	437.50	375.00	310.00	450.00	500.00	702.00	991.12
29	1215 Sheldon	Ash	30		20	200.00	150.00	260.00	175.00	200.00	185.00	350.00	420.00	351.00	762.40
30	1225 Sheldon	Ash	22		16	150.00	200.00	190.00	218.75	250.00	185.00	275.00	350.00	351.00	609.92
31	309 Griswold	Ash	20		12	150.00	150.00	190.00	131.25	150.00	185.00	175.00	350.00	176.00	457.44
32	511 Griswold	Ash	40		16	150.00	175.00	190.00	131.25	150.00	185.00	275.00	350.00	351.00	609.92
33	247 Douglas	Ash	48		16	200.00	300.00	190.00	218.75	250.00	248.00	275.00	350.00	351.00	609.92
34	500 Griswold	Ash		On Douglas St., north side of school	30	250.00	250.00	260.00	306.25	350.00	600.00	525.00	500.00	877.00	1,143.60
35	165 Randolph	Ash	25		18	150.00	200.00	190.00	218.75	250.00	185.00	300.00	350.00	351.00	686.16
36	210 Randolph	Ash	40		32	250.00	375.00	260.00	700.00	500.00	744.00	550.00	500.00	877.00	1,219.84
37	312 Randolph	Ash			16	200.00	200.00	190.00	175.00	275.00	216.00	275.00	350.00	176.00	609.92
38	404 Randolph	Ash	32		12	150.00	125.00	190.00	87.50	175.00	185.00	175.00	350.00	176.00	457.44
39	407 Randolph	Ash	40		14	100.00	150.00	190.00	87.50	150.00	124.00	225.00	350.00	176.00	533.68

**BID TABULATION FOR 2009 CDBG TREE REMOVAL
FRIDAY, OCTOBER 9, 2009, 10:00 AM**

ITEM #	ADDRESS	SPECIES	RHPL	LOCATION	DBH	Lonnie's Tree Service	Midwest Tree	Wonsey Tree	Johnny's Tree	Daugherty Tree	Procure Tree Service LLC	Custom Tree Care Inc.	J. Ranck Electric Inc.	West Michigan Tree	Townsend Tree Service
						6562 Hawkins Rd. Jackson, MI 49201	14306 Belding Rd. Belding, MI 48809	PO Box 1142 Alma, MI 48801	1245 Falahee Rd. Jackson, MI 49203	2609 W. Morrell Jackson, MI 49203	675 Clyde Ct. SW Byron Center, MI 49315	3722 SW Spring Creek Ln. Topeka, KS 66610	1993 Gover Parkway Mt. Pleasant, MI 48858	PO Box 151455 Grand Rapids, MI 49515	PO box 128 Parker City, IN 47368
						UNIT PRICE	UNIT PRICE	UNIT PRICE	UNIT PRICE	UNIT PRICE	UNIT PRICE	UNIT PRICE	UNIT PRICE	UNIT PRICE	UNIT PRICE
40	216 E Biddle	Ash	33 S	On Francis	16	100.00	175.00	190.00	218.75	225.00	216.00	275.00	350.00	176.00	609.92
41	216 E Biddle	Ash	193 S	On Francis	20	100.00	175.00	260.00	262.50	225.00	216.00	350.00	420.00	526.00	762.40
42	809 Francis	Ash	50		20	100.00	200.00	260.00	175.00	250.00	185.00	350.00	420.00	526.00	762.40
43	1209 Francis	Ash			16	100.00	175.00	190.00	87.50	150.00	185.00	275.00	350.00	351.00	609.92
44	231 W Wesley	Ash	17		22	150.00	225.00	260.00	262.50	350.00	248.00	375.00	420.00	526.00	838.64
45	333 W Wesley	Ash			20	100.00	200.00	260.00	175.00	125.00	185.00	350.00	420.00	351.00	762.40
46	508 S Mechanic	Ash		On Mason	12	100.00	175.00	190.00	218.75	175.00	85.00	175.00	350.00	176.00	457.44
47	111 E Franklin	Ash			20	200.00	175.00	260.00	306.25	300.00	248.00	350.00	420.00	526.00	762.40
48	121 E Franklin	Ash			26	150.00	300.00	260.00	262.50	300.00	248.00	450.00	500.00	351.00	991.12
49	100 E Franklin	Ash	12		14	100.00	200.00	190.00	131.25	200.00	124.00	225.00	350.00	176.00	533.68
50	E Franklin	Ash		100 Block even #	16	250.00	200.00	190.00	131.25	100.00	185.00	275.00	350.00	351.00	609.92
51	109 E Wilkins	Ash	10		12	100.00	175.00	190.00	87.50	100.00	124.00	175.00	350.00	176.00	457.44
52	701 S Mechanic	Ash	25 S	On Wilkins	12	100.00	175.00	190.00	87.50	125.00	124.00	175.00	350.00	176.00	457.44
53	700 Greenwood	Ash		Parking lot corner Wilkins	14	100.00	150.00	190.00	131.25	100.00	124.00	225.00	350.00	176.00	533.68
54	700 Greenwood	Ash		Parking lot corner Wilkins	16	100.00	150.00	190.00	131.25	200.00	124.00	275.00	350.00	176.00	609.92
55	700 Greenwood	Ash		Parking lot corner Wilkins	14	100.00	150.00	190.00	175.00	100.00	124.00	225.00	350.00	176.00	533.68
56	700 Greenwood	Ash		Parking lot corner Wilkins	18	100.00	150.00	190.00	175.00	100.00	124.00	300.00	350.00	526.00	686.16
57	327 W Wilkins	Ash	45		12	100.00	150.00	190.00	87.50	100.00	124.00	175.00	350.00	176.00	457.44
58	330 W Wilkins	Ash	25		16	100.00	150.00	190.00	87.50	100.00	124.00	275.00	350.00	176.00	609.92
59	132 W Biddle	Ash			22	225.00	250.00	260.00	218.75	300.00	372.00	375.00	420.00	351.00	838.64
60	139 W Biddle	Ash			18	150.00	250.00	190.00	87.50	200.00	248.00	300.00	350.00	176.00	686.18
61	207 W Biddle	Ash			24	315.00	250.00	260.00	481.25	400.00	785.00	400.00	420.00	526.00	914.88
62	234 W Biddle	Ash			20	250.00	200.00	260.00	175.00	250.00	400.00	350.00	420.00	351.00	762.40
63	229 W Biddle	Ash			24	250.00	200.00	260.00	262.50	300.00	600.00	400.00	420.00	526.00	914.88
64	612 S Blackstone	Ash	0		20	200.00	250.00	260.00	262.50	350.00	185.00	350.00	420.00	351.00	762.40
65	612 S Blackstone	Ash	42		24	250.00	250.00	260.00	262.50	350.00	633.00	400.00	420.00	526.00	914.88
66	240 W Biddle	Ash	27 S	On Blackstone	22	250.00	350.00	260.00	306.25	375.00	485.00	375.00	420.00	526.00	838.64
67	262 Cooper	Ash		Amanatis/On Detroit	16	150.00	150.00	190.00	218.75	200.00	248.00	275.00	350.00	526.00	609.92
68	601 Detroit	Ash	27		24	250.00	300.00	260.00	350.00	350.00	433.00	400.00	420.00	702.00	914.88
69	601 Detroit	Ash	25 S	On Park	22	250.00	250.00	260.00	350.00	350.00	433.00	375.00	420.00	702.00	838.64
70	806 E Pearl	Ash		(Salvation Army) On Perrine	28	250.00	300.00	260.00	306.25	275.00	433.00	475.00	500.00	877.00	1,067.36
71	806 E Pearl	Ash		On Detroit	26	250.00	275.00	260.00	306.25	300.00	372.00	450.00	500.00	702.00	991.12
72	800 Homewild	Ash	50		24	250.00	200.00	260.00	175.00	250.00	216.00	400.00	420.00	702.00	914.88

**BID TABULATION FOR 2009 CDBG TREE REMOVAL
FRIDAY, OCTOBER 9, 2009, 10:00 AM**

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						6562 Hawkins Rd. Jackson, MI 49201	14306 Belding Rd. Belding, MI 48809	PO Box 1142 Alma, MI 48801	1245 Falahee Rd. Jackson, MI 49203	2609 W. Morrell Jackson, MI 49203	675 Clyde Ct. SW Byron Center, MI 49315	3722 SW Spring Creek Ln. Topeka, KS 66610	1993 Gover Parkway Mt. Pleasant, MI 48858	PO Box 151455 Grand Rapids, MI 49515	PO box 128 Parker City, IN 47368
						UNIT PRICE	UNIT PRICE	UNIT PRICE	UNIT PRICE	UNIT PRICE	UNIT PRICE	UNIT PRICE	UNIT PRICE	UNIT PRICE	UNIT PRICE
73	315 Perrine	Ash	24 S	On Homewild	18	250.00	250.00	190.00	175.00	300.00	248.00	300.00	350.00	526.00	686.16
74	205 E Trail	Ash	0		24	200.00	400.00	260.00	612.50	425.00	248.00	400.00	420.00	702.00	914.88
75	205 E Trail	Ash	18		26	200.00	400.00	260.00	700.00	275.00	248.00	450.00	500.00	702.00	991.12
76	205 E Trail	Ash	33		28	200.00	400.00	260.00	525.00	275.00	496.00	475.00	500.00	702.00	1,067.36
77	304 E Trail	Ash	30		20	150.00	200.00	260.00	218.75	300.00	185.00	350.00	420.00	526.00	762.40
78	308 E Trail	Ash	17		20	200.00	275.00	260.00	350.00	275.00	248.00	350.00	420.00	526.00	762.40
79	315 E Trail	Ash	35		12	100.00	200.00	190.00	131.25	100.00	170.00	175.00	350.00	176.00	457.44
80	506 E Trail	Ash	27		16	100.00	225.00	190.00	131.25	225.00	185.00	275.00	350.00	176.00	609.92
81	515 E Trail	Ash	20		26	300.00	400.00	260.00	437.50	400.00	558.00	450.00	500.00	702.00	991.12
82	313 Quarry	Ash	15		24	250.00	275.00	260.00	481.25	300.00	372.00	400.00	420.00	526.00	914.88
83	409 Quarry	Ash	21		26	250.00	225.00	260.00	262.50	325.00	496.00	450.00	500.00	526.00	991.12
84	409 Quarry	Ash	66		18	200.00	350.00	190.00	175.00	200.00	185.00	300.00	350.00	351.00	686.16
85	415 Quarry	Ash	10		16	200.00	225.00	190.00	525.00	225.00	248.00	275.00	350.00	526.00	609.92
86	506 Quarry	Ash	0		20	200.00	250.00	260.00	437.50	250.00	372.00	350.00	420.00	526.00	762.40
87	318 E South	Ash	20		24	200.00	300.00	260.00	350.00	400.00	330.00	400.00	420.00	526.00	914.88
88	1803 S Milwaukee	Ash	18		18	150.00	150.00	190.00	131.25	150.00	185.00	300.00	350.00	526.00	686.16
89	1206 S Milwaukee	Ash	15		32	250.00	400.00	260.00	481.25	600.00	681.00	550.00	500.00	1,053.00	1,219.84
90	304 Alpine Ln	Ash			20	200.00	175.00	260.00	218.75	250.00	248.00	350.00	420.00	526.00	762.40
91	304 Alpine Ln	Ash			22	200.00	150.00	260.00	218.75	350.00	185.00	375.00	420.00	526.00	838.64
92	819 Everhard	Ash	25 S	On Sidestreet	20	250.00	175.00	260.00	262.50	250.00	372.00	350.00	420.00	526.00	762.40
93	819 Everhard	Ash	73 S	On Sidestreet	24	250.00	200.00	260.00	262.50	300.00	248.00	400.00	420.00	702.00	914.88
94	806 Everhard	Ash			22	250.00	250.00	260.00	350.00	350.00	372.00	375.00	420.00	526.00	838.64
95	907 Everhard	Ash	30		18	150.00	175.00	190.00	175.00	300.00	248.00	300.00	350.00	526.00	686.16
96	908 Everhard	Ash	33		24	250.00	200.00	260.00	306.25	400.00	464.00	400.00	420.00	702.00	914.88
97	110 Mitchell	Ash	30 S	On Sidestreet	20	150.00	175.00	260.00	218.75	200.00	185.00	350.00	420.00	702.00	762.40
98	110 Mitchell	Ash	80 S	On Sidestreet	18	150.00	200.00	190.00	131.25	200.00	185.00	300.00	350.00	526.00	686.16
99	809 Orchard	Ash	25		26	350.00	500.00	260.00	525.00	600.00	681.00	450.00	500.00	877.00	991.12
100	501 E Morrell	Ash	60		24	100.00	300.00	260.00	481.25	300.00	433.00	400.00	420.00	702.00	914.88
101	1007 Adrian	Ash			22	250.00	300.00	260.00	525.00	325.00	372.00	375.00	420.00	702.00	838.64
102	1016 Adrian	Ash	25		16	100.00	175.00	190.00	175.00	150.00	185.00	275.00	350.00	526.00	609.92
103	1100 Adrian	Ash	45		26	250.00	275.00	260.00	218.75	400.00	330.00	450.00	500.00	702.00	991.12
104	215 Stevens	Ash			16	200.00	175.00	190.00	131.25	175.00	185.00	275.00	350.00	526.00	609.92
105	1417 Merriman	Ash	72		16	150.00	225.00	190.00	262.50	275.00	216.50	275.00	350.00	251.00	609.92
106	1417 Merriman	Ash	55		18	200.00	200.00	190.00	131.25	275.00	216.50	300.00	350.00	326.00	686.16
107	1505 Merriman	Ash	130		14	150.00	200.00	190.00	131.25	200.00	185.00	225.00	350.00	251.00	533.68
108	1700 Merriman	Ash	PARK	Exchange Park	28	190.00	250.00	260.00	218.75	300.00	185.00	475.00	500.00	326.00	1,067.36
109	131 E Prospect	Ash	46		16	100.00	125.00	190.00	43.75	50.00	124.00	275.00	350.00	221.00	609.92
110	606 W. Prospect	Ash	25		10	100.00	200.00	190.00	131.25	100.00	185.00	175.00	350.00	176.00	381.20
					TOTAL	18,930.00	24,100.00	25,100.00	26,775.00	28,250.00	29,446.00	36,775.00	43,930.00	49,980.00	82,949.14



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

DATE: October 7, 2009
TO: Chris Lewis, Interim City Manager
FROM: Jon H. Dowling, P.E., City Engineer
RE: Traffic Control Order 2034 thru 2037, Parking Lot Time Limit Changes

At the direction of the City Council, following a report by Robert Cole on behalf of the Parking Advisory Committee, the Department of Engineering has prepared the following Traffic Control Orders (TCO) No. 2034 through 2037. Each TCO is listed below:

TCO 2034: No vehicle shall be parked for a period longer than 3 hours in the visitor area of Parking Lot #6, which is located adjacent to 135 W. Cortland Street.

TCO 2035: No vehicle shall be parked for a period longer than 3 hours in the visitor area of Parking Lot #7, which is located adjacent to 146 W. Cortland Street.

TCO 2036: No vehicle shall be parked for a period longer than 3 hours in the visitor area of Parking Lot #8, which is located adjacent to 133 W. Michigan Avenue.

TCO 2037: No vehicle shall remain parked for a period longer than 3 hours in the visitor area of Parking Lot #14, which is located adjacent to 102 W. Michigan Avenue.

With your concurrence, I request the above Traffic Control Orders be placed on the Council Agenda for its meeting on October 20, 2009. If you have any questions or concerns, please do not hesitate to contact me directly.

CITY OF JACKSON, MICHIGAN
TRAFFIC ENGINEERING DIVISION
Traffic Control Order No. 2034

LOCATION: Parking Lot #6

DATE: October 7, 2009

ASSIGNED TO: Engineering

TCO DESCRIPTION

Based upon a request from the Parking Advisory Committee review changing all downtown City parking lot visitor areas from a 2 hour limit to a three hour limit.

BY JON H. DOWLING, P.E.

RECOMMENDATION

No vehicle shall be parked for a period longer than 3 hours in the visitor area of Parking Lot #6 which is located adjacent to 135 W. Cortland Street.

APPROVED

REJECTED

DATE:

BY CITY COUNCIL

WORK ASSIGNMENT: To Sign Shop

DATE:

TO:

BY JON H. DOWLING, P.E.

MATERIAL USED

Posts

Stop

Time Limit

No Parking

Loading Zone

One Way

Yield

Paint

Other

ASSIGNMENT COMPLETED

DATE:

BY: Sign Shop

WORK INSPECTED

REMARKS:

DATE:

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

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

CITY OF JACKSON, MICHIGAN
TRAFFIC ENGINEERING DIVISION
Traffic Control Order No. 2035

LOCATION: Parking Lot #7

DATE: October 7, 2009

ASSIGNED TO: Engineering

TCO DESCRIPTION

Based upon a request from the Parking Advisory Committed review changing all downtown City parking lot visitor areas from a 2 hour limit to a three hour limit.

BY JON H. DOWLING, P.E.

RECOMMENDATION

No vehicle shall be parked for a period longer than 3 hours in the visitor area of Parking Lot #7 which is located adjacent to 146 W. Cortland Street.

APPROVED **REJECTED**

DATE:

BY CITY COUNCIL

WORK ASSIGNMENT: To Sign Shop

DATE:

TO:

BY JON H. DOWLING, P.E.

MATERIAL USED

Posts

Stop

Time Limit

No Parking

Loading Zone

One Way

Yield

Paint

Other

ASSIGNMENT COMPLETED

DATE:

BY: Sign Shop

WORK INSPECTED

REMARKS:

DATE:

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

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

CITY OF JACKSON, MICHIGAN
TRAFFIC ENGINEERING DIVISION
Traffic Control Order No. 2036

LOCATION: Parking Lot #8

DATE: October 7, 2009

ASSIGNED TO: Engineering

TCO DESCRIPTION

Based upon a request from the Parking Advisory Committee review changing all downtown City parking lot visitor areas from a 2 hour limit to a three hour limit.

BY JON H. DOWLING, P.E.

RECOMMENDATION

No vehicle shall be parked for a period longer than 3 hours in the visitor area of Parking Lot #8 which is located adjacent to 133 W. Michigan Avenue.

APPROVED **REJECTED**

DATE:

BY CITY COUNCIL

WORK ASSIGNMENT: To Sign Shop

DATE:

TO:

BY JON H. DOWLING, P.E.

MATERIAL USED

<input type="checkbox"/>									
--------------------------	--------------------------	--------------------------	--------------------------	--------------------------	--------------------------	--------------------------	--------------------------	--------------------------	--------------------------

Posts Stop Time Limit No Parking Loading Zone One Way Yield Paint Other

ASSIGNMENT COMPLETED

DATE: **BY: Sign Shop**

WORK INSPECTED

REMARKS:

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

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

CITY OF JACKSON, MICHIGAN
TRAFFIC ENGINEERING DIVISION
Traffic Control Order No. 2037

LOCATION: Parking Lot #14

DATE: October 7, 2009

ASSIGNED TO: Engineering

TCO DESCRIPTION

Based upon a request from the Parking Advisory Committee review changing all downtown City parking lot visitor areas from a 2 hour limit to a three hour limit.

BY JON H. DOWLING, P.E.

RECOMMENDATION

No vehicle shall remain parked for a period longer than 3 hours in the visitor area of Parking Lot #14 which is located adjacent to 102 W. Michigan Avenue.

APPROVED **REJECTED**

DATE:

BY CITY COUNCIL

WORK ASSIGNMENT: To Sign Shop

DATE:

TO:

BY JON H. DOWLING, P.E.

MATERIAL USED

Posts

Stop

Time Limit

No Parking

Loading Zone

One Way

Yield

Paint

Other

ASSIGNMENT COMPLETED

DATE:

BY: Sign Shop

WORK INSPECTED

REMARKS:

DATE:

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

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



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

DATE: October 14, 2009
TO: Chris Lewis, Interim City Manager
FROM: Jon H. Dowling, P.E., City Engineer
RE: Amendment No. 1 to DLZ Design Contract for Mechanic Street Bridge

On September 12, 2006, City Council approved awarding the contract for design of the Mechanic Street Bridge to DLZ. The original scope of work called for the bridge construction to be in 2008. During design the impact of the telephone and electric wires hanging on the bridge turned out to be greater than anticipated. This resulted in a delay of construction for two years to allow the utility companies to make changes prior to the construction. Additional coordination meetings have been held during these two years and additional costs during construction are anticipated.

DLZ has prepared the attached Amendment No. 1 to the Engineering Services Contract to increase the not to exceed contract price by \$14,316.41. The additional cost will be paid from the Major Street Bridge Construction Fund.

With your concurrence, I request that Amendment No. 1 to the Engineering Services Contract with DLZ in the amount of \$14,316.41 be approved by City Council and the City Engineer and City Manager be authorized to sign the documents.

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

JD:tjs

c: Randall T. McMunn, P.E., Assistant City Engineer
Troy R. White, P.E., Civil Engineer II
Lynn Fessel, Purchasing Agent
Lucy Schultz, Accounting Manager



July 10, 2009

Mr. Jon H. Dowling, P.E.
City Engineer
City of Jackson
Engineering Department
161 West Michigan, 4th Floor
Jackson, MI 49201

Re: Request for Additional Compensation
Design and Construction Engineering Services for the Mechanic Street Bridge
RFQP/06/004

Dear Mr. Dowling:

DLZ is hereby requesting additional compensation to provide design and construction engineering services beyond what was included in our original contract dated July 26, 2006, for the above referenced project. In our original contract, DLZ had assumed a 16-week on-site construction period, plus two weeks for start up and shut down for a total of 18 weeks from March 17, 2008 to July 18, 2008. As discussed with you at our meeting on April 21, 2009, our new anticipated construction schedule would be from February 8, 2010 to June 25, 2010. This matches the 18 weeks in our original proposal, plus the 2 additional weeks we have with AT&T for their temporary support inspection. The additional 2 weeks of effort will be reimbursed by AT&T under a direct contract with them.

Therefore, we are requesting an increase in our inspection fee to cover the delay from 2008 to 2010 construction for salary adjustments, without an increase in man-hours. We are requesting that the construction inspection fee be increased from the original contract amount of \$103,802.86 to \$111,970.49. This includes an increase of \$838.00 for our testing subconsultant, Testing Engineers & Consultants (TEC).

Because this project was delayed, DLZ recommends further meetings with the utility companies to coordinate relocation efforts. DLZ anticipates at least two additional utility meetings requiring preparation time, attendance, preparation of meeting minutes, and follow-up of issues raised at the meetings. Effort will also be required to update specifications, estimates, and standards. We are, therefore, requesting an increase in the original contract for Task III - Design of Bridge, in the amount of \$6,178.48.

We have included a new derivation of cost with the revised requested amounts.



Mr. Jon Dowling
Request for Additional Compensation
Design & Construction Engineering Services for the Mechanic Street Bridge
July 10, 2009
Page 2

Please contact Mr. Ron Woolfe or the undersigned, with any questions once you review this request. If you accept DLZ's request for additional compensation, please sign and date the acceptance page and return one copy to our office.

Thank you for the opportunity to be of service to the City of Jackson and we look forward to completing a very successful project.

Very truly yours,

DLZ MICHIGAN, INC.

Fred Pezeshk, P.E., S.E.
President

FP/rgw/kmr

Enclosures



Approval of DLZ’s Proposed Scope and Fee

The City accepts DLZ’s proposed Additional Scope of Services as outlined in this letter proposal and hereby instructs DLZ to commence work on these services. The City approves the new not to exceed fee of Fourteen Thousand Three Hundred Sixteen and 41/100 Dollars (\$14,316.41) for these services, which will increase the total contract amount to One Hundred Seventy Seven Thousand Eight Hundred Fifty Two and 00/100 Dollars (\$177,852.00). All terms and conditions included in the original “Professional Services Agreement” between DLZ Michigan, Inc. and the City (dated October 19, 2006) remain in effect and apply to these additional services.

Authorized Signature

Authorized Signature

William R. Ross

Jon H. Dowling, P.E.

City Manager
Title

City Engineer
Title

Date

Date

**COST PER TASK BREAKDOWN
FIGURE 2 A**

RFP NUMBER: RFQP/06/004

TITLE: Mechanic Street Bridge Design and Construction Engineering

FIRM: DLZ Michigan, Inc.
Name of Company

10-Jul-09

Authorized Signature

TASK # III

TASK DESCRIPTION: Design of Bridge

LABOR CATEGORY	ROLE IN STUDY	TOTAL HOURS	HOURLY RATE	DIRECT LABOR	OVERHEAD 150%	TOTAL
Quality Assurance/Quality Control	Quality Assurance/Quality Control	0	\$50.00	\$0.00	\$0.00	\$0.00
Project Manager	Project Manager	8	\$48.83	\$390.64	\$585.96	\$976.60
Lead Bridge Engineer	Lead Bridge Engineer	0	\$28.72	\$0.00	\$0.00	\$0.00
Bridge Engineer	Bridge Engineer	32	\$30.32	\$970.24	\$1,455.36	\$2,425.60
Bridge Engineer	Bridge Engineer	24	\$28.91	\$693.84	\$1,040.76	\$1,734.60
Road Engineer	Road Engineer	0	\$33.58	\$0.00	\$0.00	\$0.00
Road Engineer	Road Engineer	0	\$27.50	\$0.00	\$0.00	\$0.00
Landscape Architect	Landscape Architect	0	\$26.00	\$0.00	\$0.00	\$0.00
CAD	CAD	8	\$24.00	\$192.00	\$288.00	\$480.00
Survey Project Manager	Survey Project Manager	0	\$48.08	\$0.00	\$0.00	\$0.00
Survey Crew Chief	Survey Crew Chief	0	\$22.03	\$0.00	\$0.00	\$0.00
Survey Rodman	Survey Rodman	0	\$18.76	\$0.00	\$0.00	\$0.00
Construction Manager	Construction Manager	0	\$35.85	\$0.00	\$0.00	\$0.00
Construction Inspector	Construction Inspector	0	\$27.04	\$0.00	\$0.00	\$0.00
Clerk	Clerk	0	\$19.31	\$0.00	\$0.00	\$0.00
SUBTOTAL =		72		\$2,246.72	\$3,370.08	\$5,616.80
SUPPLIES & MATERIALS:						\$0.00
TRANSPORTATION:						
MILEAGE						
OTHER DIRECT COSTS:						
PROFIT						\$561.68
TOTAL						\$6,178.48

**COST PER TASK BREAKDOWN
FIGURE 2 A**

RFP NUMBER: RFQP/06/004

TITLE: Mechanic Street Bridge Design and Construction Engineering

FIRM: DLZ Michigan, Inc.
Name of Company

10-Jul-09

TASK # IV

TASK DESCRIPTION: Construction Engineering
Authorized Signature

Assume February 8, 2010 thru
June 25, 2010 Construction

LABOR CATEGORY	ROLE IN STUDY	TOTAL HOURS	HOURLY RATE	DIRECT LABOR	OVERHEAD 150%	TOTAL
Quality Assurance/Quality Control	Quality Assurance/Quality Control	0	\$50.00	\$0.00	\$0.00	\$0.00
Project Manager	Project Manager	80	\$48.83	\$3,906.40	\$5,859.60	\$9,766.00
Lead Bridge Engineer	Lead Bridge Engineer	8	\$33.28	\$266.24	\$399.36	\$665.60
Bridge Engineer	Bridge Engineer	0	\$28.03	\$0.00	\$0.00	\$0.00
Bridge Engineer	Bridge Engineer	0	\$26.73	\$0.00	\$0.00	\$0.00
Road Engineer	Road Engineer	0	\$33.58	\$0.00	\$0.00	\$0.00
Road Engineer	Road Engineer	0	\$27.50	\$0.00	\$0.00	\$0.00
Landsacpe Architect	Landsacpe Architect	0	\$26.00	\$0.00	\$0.00	\$0.00
CAD	CAD	0	\$24.00	\$0.00	\$0.00	\$0.00
Survey Project Manager	Survey Project Manager	0	\$48.08	\$0.00	\$0.00	\$0.00
Survey Crew Chief	Survey Crew Chief	0	\$22.03	\$0.00	\$0.00	\$0.00
Survey Rodman	Survey Rodman	0	\$18.76	\$0.00	\$0.00	\$0.00
Construction Manager	Construction Manager	48	\$38.78	\$1,861.44	\$2,792.16	\$4,653.60
Construction Inspector	Construction Inspector	884	\$29.25	\$25,857.00	\$38,785.50	\$64,642.50
Clerk	Clerk	152	\$20.89	\$3,175.28	\$4,762.92	\$7,938.20
SUBTOTAL =		1172		\$35,066.36	\$52,599.54	\$87,665.90
SUPPLIES & MATERIALS:						\$0.00
TRANSPORTATION:						
MILEAGE						
OTHER DIRECT COSTS:						
Testing Engineers & Conslutants	Materials Testing					\$15,538.00
PROFIT						\$8,766.59
TOTAL						\$111,970.49



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

DATE: October 14, 2009
TO: Chris Lewis, Interim City Manager
FROM: Jon H. Dowling, P.E., City Engineer
RE: Request for Water Service Connection in Summit Township at 1004 S. Brown Street

The Summit Township resident at 1004 S. Brown Street does not have municipal water service. The resident has expressed an interest in connecting to the Brown Street watermain and becoming a City customer. Summit Township is not able to provide service to this location and has indicated that they do not object to this resident connecting to the City of Jackson Water System.

It is the Department of Engineering's recommendation, in concurrence with the Water Services Supervisor, that the water service extension to the following Summit Township home owner be granted:

1. Charlotte Edington, 1004 S. Brown Street.

It is also the Department of Engineering's recommendation that the water service extension should be granted under the following conditions:

1. The rate to be charged for water service shall be 200 percent of the rate so charged within the City of Jackson.
2. This water extension does not constitute any form of precedent set by the City.
3. All costs of construction and related work in regards to the installation of the water service will be the responsibility of the property owner.
4. In all other respects, regulations applying to the City of Jackson users will apply to this water extension.

With your concurrence, I am requesting that the request for water service extension be placed on the City Council agenda for their approval. If you have any questions, please do not hesitate to contact me at 788-4160.

JD:tjs

c: Randall T. McMunn, P.E., Assistant City Engineer
Ron Shaw, Water Services Supervisor



Department of Community Development

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

Administrative Services
(517) 788-4060

Building Inspection
(517) 788-4012

Rehabilitation Services & Information
(517) 788-4070

Date: October 13, 2009

To: Building Code Board of Examiners and Appeals Members

From: Frank Donovan, Chief Building Official

Subject: Dangerous Building Report

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

Page 1	Dangerous Building Report Summary Sheet
Page 2 - 11	Condemned Properties (Dangerous and Unsafe) 2009
Page 12 - 19	Condemned Properties (Dangerous and Unsafe) 2008
Page 20	Hazardous Properties (Secured and Released)
Page 21	Unfit for Human Habitation (Notice to Vacate)

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

FD/smp



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

CONDEMNED PROPERTIES (DANGEROUS AND UNSAFE) 2009

Jan-09	Feb-09	March-09	April-09	May-09	June-09	July-09	Aug-09	Sep-09	Oct-09	Nov-09	Dec-09	YTD Total
1	6	0	1	6	2	6	4	2				28
CONDEMNED PROPERTIES (DANGEROUS AND UNSAFE) CARRIED OVER FROM 2008 (6 have demolition contracts issued, 1 is owned by the County of Jackson, 1 is in court, 2 have been demolished and will be removed from report next month and 2 are open with scheduled BCBA meetings.)												12

This information reflects the number of properties that have been condemned as dangerous and unsafe and properties that remain condemned from 2008.

CONDEMNED PROPERTIES THAT HAVE BEEN REPAIRED

Jan-09	Feb-09	March-09	April-09	May-09	June-09	July-09	Aug-09	Sep-09	Oct-09	Nov-09	Dec-09	YTD Total
2	6	4	4	1	1	1	2	1				22

CONDEMNED PROPERTIES THAT HAVE BEEN DEMOLISHED

Jan-09	Feb-09	March-09	April-09	May-09	June-09	July-09	Aug-09	Sep-09	Oct-09	Nov-09	Dec-09	YTD Total
0	3	1	3	1	4	2	4	4				22

The above two tables reflect the total number of condemned properties that have been repaired or demolished.

HAZARDOUS PROPERTIES (OPEN AND ACCESSIBLE)

Jan-09	Feb-09	March-09	April-09	May-09	June-09	July-09	Aug-09	Sep-09	Oct-09	Nov-09	Dec-09	YTD Total
5	9	2	5	9	10	4	11	4				59

This information reflects the number of properties that have found to be open and accessible. Once secured the properties are released.

UNFIT FOR HUMAN HABITATION (NOTICE TO VACATE)

Jan-09	Feb-09	March-09	April-09	May-09	June-09	July-09	Aug-09	Sep-09	Oct-09	Nov-09	Dec-09	YTD Total
0	2	1	2	1	1	0	3	1				11

This information reflects the number or properties that have been found to be unfit for human habitation and were posted vacated.

CITY OF JACKSON

CONDEMNED PROPERTIES 2009

(Dangerous and Unsafe)

Property Address (Stencil #)	Date and reason for condemnation	Summary of Activities and Building Code Board of Appeals actions
416 E Addison St (5-2177.2) Donald Farr House	09/17/09 Fire and smoke damage. (New this month)	09/17/09 Condemned house. 09/25/09 Notice and Order mailed to owner(s). Owner given 4 months to complete repairs. 01/25/2010 Reinspection scheduled. Permit Information: No permits issued to date. Current Status: Property is being monitored by Inspection Division. Will go before Building Code Board of Appeals on 02/2010 if the owner does not comply with the Notice and Order.
527-29 N Blackstone St (1-0245) Christopher Real Estate LLC House	07/24/09 Fire damage throughout. Unsafe gas/mechanical systems.	07/24/09 Condemned house. 07/26/09 Notice and Order mailed to owner(s). Owner was given 4 months to complete repairs or demolish structure. 11/30/09 Reinspection scheduled. Permit Information: No permits issued to date. Current Status: Property is being monitored by Inspection Division. Will go before Building Code Board of Appeals on 12/18/09 if the owner does not comply with the Notice and Order.

CITY OF JACKSON

CONDEMNED PROPERTIES 2009

(Dangerous and Unsafe)

Property Address (Stencil #)	Date and reason for condemnation	Summary of Activities and Building Code Board of Appeals actions
353 N Dwight St (8-0153) Catherine Williams Single Family Dwelling	05/07/09 Fire damage throughout.	05/07/09 Condemned house. 05/14/09 Notice and Order mailed to owner(s). Owner was given 90 days to complete repairs or demolish. 08/17/09 Reinspection conducted, owner making progress. Permit Information: Building, electrical and plumbing permits issued 08/13/09; no inspections. Current Status: Property is being monitored by Inspection Division. Owner was given 2-month extension by Building Inspector. Will go before Building Code Board of Appeals on 11/20/09 if the owner does not comply with the Notice and Order.
804 Greenwood Ave (4-0475) James/Carol Oliver Trust Garage	08/26/09 Fire damage to detached garage. Fire damage to roof and wall systems.	08/26/09 Condemned garage. 09/02/09 Notice and Order mailed to owner(s). Owner was given 30 days to complete repairs or demolish. 10/05/09 Reinspection scheduled. Permit Information: No permits issued to date. Current Status: Property is being monitored by Inspection Division. Will go before Building Code Board of Appeals on 11/20/09 if the owner does not comply with the Notice and Order.

CITY OF JACKSON

CONDEMNED PROPERTIES 2009

(Dangerous and Unsafe)

Property Address (Stencil #)	Date and reason for condemnation	Summary of Activities and Building Code Board of Appeals actions
519 Harris St (7-0697) Robert Konkel Garage	08/03/09 Detached garage has collapsed.	08/03/0905/07/09 Condemned garage. 08/14/09 Notice and Order mailed to owner(s). Owner was given 30 days to complete demolition. 09/14/09 Reinspection scheduled. Permit Information: Demolition permit for garage issued 08/26/09; no inspections. Current Status: Garage demolished by owner, released from condemnation.
711 Leroy St (8-1454) Mark Zaborowski Garage	05/08/09 South roof area has open voids in roof system. Rafter support system weather damaged and buckling.	05/06/09 Condemned garage. 05/19/09 Notice and Order mailed to owner(s). Owner given 60 days to complete repairs. 07/20/09 Reinspection conducted, no change in condition/no work. 08/21/09 Staff recommended UPHOLDING Notice and Order. 08/21/09 Board UPHELD Notice and Order, bids to be requested for demolition. Permit Information: Demolition permit for garage issued 09/03/09; no inspections. Current Status: Notice and Order UPHELD, bids for demolition requested 09/14/09.

CITY OF JACKSON

CONDEMNED PROPERTIES 2009

(Dangerous and Unsafe)

Property Address (Stencil #)	Date and reason for condemnation	Summary of Activities and Building Code Board of Appeals actions
1220 Loeser Ave (3-1880) Dale Bartell Garage	09/21/09 Detached garage deteriorated and decayed. (New this month)	09/21/09 Condemned garage. 09/23/09 Notice and Order mailed to owner(s). Owner was given 45 days to complete repairs or demolition. 11/09/09 Reinspection scheduled. Permit Information: No permits issued to date. Current Status: Property is being monitored by Inspection Division. Will go before Building Code Board of Appeals on 11/20/09 if the owner does not comply with the Notice and Order.
113-15 W Mason St (4-0774) Anthony Gittens/Harvey Love Multi-Family Dwelling	05/06/09 South rear foundation wall collapsed. Brick wall falling/collapsing. Interior bearing soil falling away from foundation wall undermining footings length of wall. Front porch support column, wall collapsing.	05/06/09 Condemned house. 05/07/09 Notice and Order mailed to owner(s). Owner given 60 days to complete repairs. 07/17/09 Reinspection conducted, no repairs, property continues to deteriorate. 07/17/09 Staff recommended UPHOLDING Notice and Order. 07/17/09 Board UPHELD Notice and Order, bids to be requested for demolition. 09/18/09 Staff recommended denying request for reconsideration. 09/18/09 Board denied owners request. New order UPHOLDING Notice and Order signed. Permit Information: Building permit issued 07/29/09. Current Status: Notice and Order UPHELD, bids for demolition to be requested October 12, 2009.

CITY OF JACKSON

CONDEMNED PROPERTIES 2009

(Dangerous and Unsafe)

Property Address (Stencil #)	Date and reason for condemnation	Summary of Activities and Building Code Board of Appeals actions
137 W Mason St (4-0785) Eric/Laura Springborn Garage/Shed	07/21/09 Structure(s) deteriorated and decayed. Open and accessible.	07/21/09 Condemned garage/shed. 07/22/09 Notice and Order mailed to owner(s). Owner given 2 weeks to get permit and 30 days to complete repairs. 08/24/09 Reinspection conducted, no progress. 09/18/09 Staff recommended UPHOLDING Notice and Order. 09/18/09 Board UPHELD Notice and Order, bids for demolition to be requested. Permit Information: No permits issued to date. Current Status: Notice and Order UPHELD, bids for demolition to be requested October 12, 2009.
1317 E Michigan Ave (6-0382) Jose Delossantos Stairs	07/09/09 South stairway and south 2 nd story guardrail is structurally unsafe.	07/09/09 Condemned stairs. 07/15/09 Notice and Order mailed to owner(s). Owner was given 30 days to complete repairs. 10/14/09 Reinspection scheduled. Permit Information: No permits issued to date. Current Status: Publication required. Scheduled for the 11/20/09 Building Code Board of Appeals meeting.

CITY OF JACKSON

CONDEMNED PROPERTIES 2009

(Dangerous and Unsafe)

Property Address (Stencil #)	Date and reason for condemnation	Summary of Activities and Building Code Board of Appeals actions
1421 E Michigan Ave (6-0566) Hakim/Chaudhri Bashir LLC House	08/06/09 Open and accessible. Porch rotted with open holes through floor system.	08/06/09 Condemned house. 08/14/09 Notice and Order mailed to owner(s). Owner was given 45 days to complete repairs. 11/19/09 Reinspection scheduled. Permit Information: No permits issued to date. Current Status: Publication required. Property scheduled for the 12/18/09 Building Code Board of Appeals meeting.
1204 Mound Ave (3-1837) Marc/Charlene Crance Single Family Dwelling	05/04/09 Fire damage throughout structure.	05/04/09 Condemned house. 05/07/09 Notice and Order mailed to owner(s). Owner given 60 days to pull permits and 6 months to complete repairs. 11/09/09 Reinspection scheduled. Permit Information: Demolition permit for porch issued 05/05/09; finalized 05/19/09. Current Status: Property has been demolished by owner, released from condemnation.

CITY OF JACKSON

CONDEMNED PROPERTIES 2009

(Dangerous and Unsafe)

Property Address (Stencil #)	Date and reason for condemnation	Summary of Activities and Building Code Board of Appeals actions
416 Oak St (7-0715) Gary Cox Single Family Home	05/22/09 Foundation deteriorated and decayed and structure open and accessible.	05/22/09 Condemned house. 05/28/09 Notice and Order mailed to owner(s). Owner was given 90 days to complete repairs. 08/31/09 Reinspection conducted, owner making progress. 10/01/09 Administrative reinspection, still dangerous and unsafe. Permit Information: No permits issued to date. Current Status: Property is scheduled for the 10/16/09 BCBA meeting. New owner (Jamie Cox) as of 07/13/09. Building Inspector gave administrative extension until 10/01/09.
604 Page Ave (6-0752) Fat Jimmy's LLC Commercial	05/21/09 Property deteriorated and decayed.	05/21/09 Condemned structure. 05/28/09 Notice and Order mailed to owner(s). Owner was given 90 days to complete repairs. 08/31/09 Reinspection conducted, owner making progress. 10/01/09 Administrative reinspection, still dangerous and unsafe. Permit Information: No permits issued to date. Current Status: Property is scheduled for the 10/16/09 BCBA meeting. Owner given extension until 10/01/09 to allow for demolition of condemned areas.

CITY OF JACKSON

CONDEMNED PROPERTIES 2009

(Dangerous and Unsafe)

Property Address (Stencil #)	Date and reason for condemnation	Summary of Activities and Building Code Board of Appeals actions
310 Seventh St (3-0325) Gary Plumb Porch	07/01/09 Fire damage to rear porch.	07/01/09 Condemned porch. 07/08/09 Notice and Order mailed to owner(s). Owner was given 30 days to pull permit and 60 days to repair. 09/09/09 Reinspection scheduled. Permit Information: Building permit issued 07/16/09, no inspections. Current Status: Porch repaired by owner, released from condemnation.
317-19 Union St (4-1208) Dale Bartell Garage	07/21/09 Rear lean too roof system of barn collapsing. Support structure collapsed into center area of roof.	07/21/09 Condemned garage. 07/08/09 Notice and Order mailed to owner(s). Owner was given 60 days to complete repairs or demolish. 09/25/09 Reinspection scheduled. Permit Information: No permits issued to date. Current Status: Property is scheduled for the 10/16/09 BCBA meeting.
326 W Wesley St (4-0300) Christina Wright-Stockard Garage	06/23/09 Tree has fallen onto southwest corner of garage breaking hip rafters. West side garage open with holes through roof and weather damaged rafters.	06/23/09 Condemned garage. 07/01/09 Notice and Order mailed to owner(s). Owner was given 90 days to complete repairs. 10/14/09 Reinspection scheduled. Permit Information: No permits issued to date. Current Status: Property is being monitored by Inspection Division. Publication required. Scheduled for 11/20/09 Building Code Board of Appeals meeting.

CITY OF JACKSON

CONDEMNED PROPERTIES 2009

(Dangerous and Unsafe)

Property Address (Stencil #)	Date and reason for condemnation	Summary of Activities and Building Code Board of Appeals actions
605 Williams St (4-0777) Starting Point Financial Porch	08/06/09 Front porch system rotted. Second story stair system fire damaged and unsafe. Rotted floor landing (2 nd story).	08/06/09 Condemned porch. 08/13/09 Notice and Order mailed to owner(s). Owner was given 30 days to complete repairs. 10/14/09 Reinspection scheduled. Permit Information: No permits issued to date. Current Status: Property is being monitored by Inspection Division. Publication required. Scheduled for 11/20/09 Building Code Board of Appeals meeting.
1228 Williams St (4-0998) Christopher Lloyd-Bowser Garage	02/20/09 Roof system is rotted and caving in; open holes throughout roof system. Entry doors missing.	02/20/09 Condemned garage. 02/27/09 Notice and Order mailed to owner(s). Owner was given 45 days to demolish. 04/17/09 Reinspection revealed owner has pulled permit and work has started. Permit Information: Building permit to repair roof issued 05/08/09, no inspections. Current Status: Property is being monitored by Inspection Division. Owner given administrative extension until expiration of permit (11/04/09) to finish repairs. Will go before Building Code Board of Appeals on 11/20/09 if the owner does not comply with the Notice and Order.

CITY OF JACKSON

CONDEMNED PROPERTIES 2009

(Dangerous and Unsafe)

Property Address (Stencil #)	Date and reason for condemnation	Summary of Activities and Building Code Board of Appeals actions
113 Wren St (5-1030) Bryce Peters Financial Corp Garage	05/29/09 Open holes through roof system. Roof sheeting/rafters damaged by weather.	05/29/09 Condemned garage. 06/05/09 Notice and Order mailed to owner(s). Owner was given 90 days to complete repairs. 08/21/09 Staff recommended UPHOLDING Notice and Order. 08/21/09 Board UPHELD Notice and Order, bids to be requested for demolition Permit Information: No permits issued to date. Current Status: Notice and Order UPHELD, bids for demolition requested 09/14/09.

CITY OF JACKSON

CONDEMNED PROPERTIES 2008

(Dangerous and Unsafe)

Property Address (Stencil #)	Date and reason for condemnation	Summary of Activities and Building Code Board of Appeals actions
320 W Biddle St (4-0549) MoHawk United LLC (new owner) Deutsche Bank Natl Trust Single Family Dwelling	10/17/08 Open front and back door and broken windows. Interior unfit for human habitation.	10/17/08 Condemned house. 10/24/08 Emergency Order signed. 10/27/08 Property secured by DPW. 10/29/08 Notice and Order mailed to owner(s). 12/08/08 Reinspection conducted; property is secured and roof is tarped. 01/23/09 Staff recommended UPHOLDING Notice and Order. 01/23/09 Board UPHELD Notice and Order, bids to be requested for demolition. Permit Information: No permits issued to date. Current Status: Bid for demolition awarded 08/24/09.
1019 Chittock Ave (5-0674) Montez/Jennifer Smith Single Family Dwelling	10/29/08 Fire damage and open window on upper level and wall space.	10/29/08 Condemned house. 11/04/08 Emergency Order signed. 11/05/08 Property secured by DPW. 11/12/08 Notice and Order mailed to owner(s). 01/05/09 Reinspection conducted; no change in status. 01/23/09 Staff recommended UPHOLDING Notice and Order. 01/23/09 Board UPHELD Notice and Order, bids to be requested for demolition. Permit Information: No permits issued to date. Current Status: Bid for demolition awarded 08/24/09. ACT 495 Funds have not been received.

CITY OF JACKSON

CONDEMNED PROPERTIES 2008

(Dangerous and Unsafe)

Property Address (Stencil #)	Date and reason for condemnation	Summary of Activities and Building Code Board of Appeals actions
122 N Dwight St (7-1233) Mervin Halsey Two Unit Dwelling	08/14/08 Open doors, windows and basement windows, unfit for human habitation.	08/14/08 Condemned house. 08/25/08 Emergency Order signed. 08/26/08 Property secured by DPW. 09/04/08 Notice and Order mailed to owner(s). 01/23/09 Staff recommended UPHOLDING Notice and Order. 01/23/09 Board continued until the February meeting to try and contact owner. 02/20/09 Staff recommended UPHOLDING Notice and Order. 02/20/09 Board UPHELD Notice and Order, bids to be requested for demolition. Permit Information: No permit issued to date. Current Status: Bids for demolition awarded 08/24/09.
815 Francis St (5-0589) Christopher Robinson Two Unit Dwelling	11/14/08 Fire damage and open windows.	11/14/08 Condemned house. 11/18/08 Emergency order signed. 11/19/08 Property secured by DPW. 11/26/08 Notice and Order mailed to owner(s). 01/05/09 Reinspection conducted; no change in status. 01/23/09 Staff recommended UPHOLDING Notice and Order. 01/23/09 Board UPHELD Notice and Order, bids to be requested for demolition. Permit Information: No permits issued to date. Current Status: Bids for demolition awarded 08/24/09. ACT 495 Funds have not been received.

CITY OF JACKSON

CONDEMNED PROPERTIES 2008

(Dangerous and Unsafe)

Property Address (Stencil #)	Date and reason for condemnation	Summary of Activities and Building Code Board of Appeals actions
310 W Mason St (4-0331) Deutsche Bank Natl Trust Two Unit Dwelling	08/14/08 Open back door and broken window.	<p>08/14/08 Condemned house. 08/25/08 Emergency Order signed. 08/26/08 Property secured by DPW. 09/03/08 Notice and Order mailed to owner(s). 12/08/08 Reinspection conducted; no change in status.</p> <p>12/19/08 Staff had no recommendation. 12/19/08 Board continued until the January Board meeting.</p> <p>01/23/09 Staff recommended UPHOLDING Notice and Order. 01/23/09 Board UPHELD Notice and Order, bids to be requested for demolition.</p> <p>Permit Information: No permits issued to date.</p> <p>Current Status: Bids for demolition awarded 08/24/09.</p>
316 W Mason St (4-0337) Robert/Sarah Cain Two Unit Dwelling	09/26/08 Fire damage to back porch and kitchen.	<p>09/26/08 Condemned house. 10/07/08 Notice and Order mailed to owner(s). 11/24/08 Reinspection conducted; porch has been removed.</p> <p>12/19/08 Staff recommended continuing until January to see if we receive ACT 495 Funds. 12/19/08 Board continued until the January Board meeting.</p> <p>01/23/09 Staff recommended continuing until the February meeting for contractor to pull permit and start repairs. 01/23/09 Board continued until the February Board meeting.</p> <p>02/20/09 Staff had no recommendation. 02/20/09 Board UPHELD Notice and Order, action failed due to lack of majority of vote. 02/20/09 Board continued until the March Board meeting.</p> <p>03/20/09 Staff recommended continuing until April to allow owner/contractor time to get permits pulled and start repairs. 03/20/09 Board continued until the April Board meeting.</p>

CITY OF JACKSON

CONDEMNED PROPERTIES 2008

(Dangerous and Unsafe)

Property Address (Stencil #)	Date and reason for condemnation	Summary of Activities and Building Code Board of Appeals actions
316 W Mason St (4-0337) (continued)		<p>04/17/09 Staff recommended continuing until May for owners to get required permits pulled. 04/17/09 Board continued until the May Board meeting.</p> <p>05/22/09 Staff recommended continuing until July for owners to continue with repairs. 05/22/09 Board continued until the July Board meeting.</p> <p>07/17/09 Staff recommended continuing until August for owner to get deed and apply for lead rehab. 07/17/09 Board continued until the August Board meeting.</p> <p>08/21/09 Staff recommended continuing until 10/16/09 for owner to get deed signed and apply for rehab loan. 08/21/09 Board continued until the October Board meeting.</p> <p>Permit Information: Building permit issued 05/11/09, no inspections.</p> <p>Current Status: Property scheduled for BCBA hearing on 10/16/09. ACT 495 Funds have not been received.</p>

CITY OF JACKSON

CONDEMNED PROPERTIES 2008

(Dangerous and Unsafe)

Property Address (Stencil #)	Date and reason for condemnation	Summary of Activities and Building Code Board of Appeals actions
800 S Mechanic St (4-0600) Gregory Cole Multi Family Dwelling	08/06/08 Open doors and windows, damaged walls and floor in back bathroom on first floor.	08/06/08 Condemned house. 08/08/08 Emergency Order signed. 08/08/08 Property secured by DPW. 08/13/08 Notice and Order mailed to owner(s). 09/17/08 Reinspection conducted; no change in status. 02/20/09 Staff recommended continuing until March. 02/20/09 Board continued until the March Board meeting. 03/20/09 Staff recommended UPHOLDING Notice and Order. 03/20/09 Board UPHELD Notice and Order, bids to be requested for demolition. 06/19/09 Staff recommended UPHOLDING Notice and Order. 06/19/09 Board UPHELD Notice and Order, bids to be requested for demolition. Permit Information: Electrical permit issued 12/23/08; 01/14/09 rough approved. Building permit reinstated 04/22/09, no inspections. Current Status: Owner filed papers in Circuit Court.
1316 Page Ave (6-1523) Joseph Kurpinski Single Family Dwelling	10/09/08 Deteriorated and decayed roof, open windows and full of junk and debris.	10/09/08 Condemned house. 10/27/08 Notice and Order mailed to owner(s). 01/05/09 Reinspection conducted; no change in status. Permit Information: No permits issued to date. 01/23/09 Staff recommended UPHOLDING Notice and Order. 01/23/09 Board UPHELD Notice and Order, bids to be requested for demolition. Current Status: Property demolished by City of Jackson.

CITY OF JACKSON

CONDEMNED PROPERTIES 2008

(Dangerous and Unsafe)

Property Address (Stencil #)	Date and reason for condemnation	Summary of Activities and Building Code Board of Appeals actions
1322 Page Ave (6-1524) Joseph Kurpinski Single Family Dwelling	10/09/08 Deteriorated and decayed structure.	10/09/08 Condemned house. 10/17/08 Notice and Order mailed to owner(s). 01/05/09 Reinspection conducted; no change in status. 01/23/09 Staff recommended UPHOLDING Notice and Order. 01/23/09 Board UPHELD Notice and Order, bids to be requested for demolition. Permit Information: No permits issued to date. Current Status: Property demolished by City of Jackson.
707 Second St (3-0022) US Bank NA, Trustee Single Family Dwelling	10/02/08 Fire damage throughout structure.	10/02/08 Condemned house. 10/15/08 Notice and Order mailed to owner(s). 12/08/08 reinspection conducted; no change in status. 05/06/09 ACT 495 funds received. 01/23/09 Staff recommended UPHOLDING Notice and Order. 01/23/09 Board continued until the February meeting. 02/20/09 Staff recommended continuing until the March meeting to see if bank responds. 02/20/09 Board continued until the March meeting. 03/20/09 Staff recommended UPHOLDING Notice and Order. 03/20/09 Board UPHELD Notice and Order, bids to be requested for demolition. Permit Information: No permit issued to date. Current Status: Bids awarded for demolition 08/24/09.

CITY OF JACKSON

CONDEMNED PROPERTIES 2008

(Dangerous and Unsafe)

Property Address (Stencil #)	Date and reason for condemnation	Summary of Activities and Building Code Board of Appeals actions
416 Wilson St (6-0320) Melissa Wallace Single Family Dwelling	09/04/08 Open windows and doors.	09/04/08 Condemned house. 09/10/08 Emergency Order signed. 09/11/08 Property secured by DPW. 09/24/08 Notice and Order mailed to owner(s). 12/08/08 Reinspection conducted; property secured and exterior cleaned by DPW. 12/19/08 Staff had no recommendation. 12/19/08 Board continued until the January meeting due to the weather. 01/23/09 Staff recommended UPHOLDING Notice and Order. 01/23/09 Board UPHELD Notice and Order, bids to be requested for demolition. 03/20/09 Staff recommended tabling until May for owner to start repairs. 03/20/09 Board tabled until the May Board meeting. 05/22/09 Staff recommended tabling until July for owner to get help from Habitat. 05/22/09 Board tabled until the July Board meeting, 07/17/09 Staff recommended UPHOLDING Notice and Order. 07/17/09 Board UPHELD Notice and Order, bids to be requested for demolition. Permit Information: No permits issued to date. Current Status: Notice and Order UPHELD, bids for demolition requested 09/08/09.

CITY OF JACKSON

CONDEMNED PROPERTIES 2008

(Dangerous and Unsafe)

Property Address (Stencil #)	Date and reason for condemnation	Summary of Activities and Building Code Board of Appeals actions
502 Wilson St (6-0319) Bryan Haywood Single Family Dwelling	09/04/08 Open windows and doors and incomplete renovation, missing exterior sheathing and siding.	09/04/08 Condemned house. 09/10/08 Emergency Order signed. 09/11/08 Property secured by DPW. 09/23/08 Notice and Order mailed to owner(s). 12/08/08 Reinspection conducted; property secured and cleaned by DPW. 12/19/08 Staff had no recommendation. 12/19/08 Board continued until the January meeting due to the weather. 01/23/09 Staff recommended UPHOLDING Notice and Order. 01/23/09 Board UPHELD Notice and Order, bids to be requested for demolition. 02/20/09 Staff recommended tabling until March to see if owner is able to start on repairs. 02/20/09 Board tabled until the March Board meeting. 03/20/09 Staff recommended tabling until May for owner to apply for rehab. 03/20/09 Board tabled until the May Board meeting. 05/22/09 Staff recommended tabling until July to check status of rehab loan application. 05/22/09 Board tabled until the July Board meeting. 07/17/09 Staff recommended tabling until November for owners rehab application to be processed. 07/17/09 Board tabled until the November meeting. Permit Information: No permits issued to date. Current Status: Property scheduled for the BCBA hearing on 11/20/09.

CITY OF JACKSON

HAZARDOUS PROPERTIES

(Secured and Released)

Property Address (Stencil #)	Date of Compliant	Date Owner Notified	Date Referred to DPW or Contractor	Date Secured
1100-02 Francis St (5-0693) Multi Distressed Asset Fund VIII House	08/26/09	09/02/09	09/08/09	09/21/09
1109 Francis St (5-1069) John Colvin House	09/02/09	09/04/09	09/08/09	09/21/09
917 S Jackson St (4-0644) Go Invest Wisely LLC House	09/25/09	09/25/09	Awaiting 72 hour reinspection	
1223 Maple Ave (4-0939) Elisabeth McKinch House	08/25/09	08/28/09	09/08/09	09/11/09
1210 Merriman St (5-1218) Bryce Peters Financial Corp House	09/25/09	09/25/09	Awaiting 72 hour reinspection	
653 Oakhill Ave (2-1063) Jacqueline Carter Upper Unit	09/25/09	09/25/09	Awaiting 72 hour reinspection	

CITY OF JACKSON

UNFIT FOR HUMAN HABITATION

(Notice to Vacate)

Property Address (Stencil #)	Reason Vacated	Date of Complaint	Date Vacated	Reported by	Vacated by	Date Released
2019 First St (3-3211) Cynthia Rowen Single Family Dwelling	Animal feces throughout	09/17/09	09/17/09	JPD	Brian Taylor	



Community Development

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

October 13, 2009

TO: Christopher Lewis, Interim City Manager
FROM: **Carol L. Konieczki, Community Development Director**
RE: CDBG Financial Summary through September 2009

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

Please place this item for consideration on the October 20, 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 ThreeMonths Ended September 30, 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	5,767	8,306	19,687	7,586	72.2%
FY 2009/2010	12,500	-	-	-	-	12,500	0.0%
8 Legal Services of SE Michigan (FY 2007/2008)	1,500	919	-	281	1,200	300	80.0%
9 MLK Summer Program	40,000	-	-	-	-	40,000	0.0%
10 Neighborhood Resource Centers (FY 2008/2009)	13,187	13,177	-	10	13,187	-	100.0%
11 Partnership Park-After School Programs	5,000	-	-	-	-	5,000	0.0%
12 Salvation Army - Heating Assistance							
FY 2008/2009	63,000	18,001	-	44,999	63,000	-	100.0%
FY 2009/2010	52,000	-	-	-	-	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	8,378	47,545	192,821	55,779	77.6%
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	45,697	112,324	481,140	18,860	96.2%
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	2,138	62,363	109,416	199,619	35.4%
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	54,537	70,813	170,680	4,320	97.5%
FY 2009/2010	75,000	-	-	-	-	75,000	0.0%
18 New Neighbor Program (FY 2005/2006)	80,000	64,082	-	65	64,147	15,853	80.2%

	Budgeted	Expended Prior Year	Actual Month-to-Date	Actual Year-to-Date	Total Funds Expended- to-Date	Balance	Percent Spent
19 World Changers							
FY 2007/2008	45,000	35,980	-	100	36,080	8,920	80.2%
FY 2008/2009	38,250	-	-	-	-	38,250	0.0%
20 Spring Cleanup (FY 2007/2008)							
FY 2007/2008	5,000	4,428	-	-	4,428	572	88.6%
FY 2009/2010	5,000	-	-	-	-	5,000	0.0%
21 City Rehab Administration (Denied Loans)							
FY 2008/2009	3,000	851	(78)	624	1,475	1,525	49.2%
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%
Street Projects							
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	22,718	-	-	-	-	22,718	0.0%
Other Projects							
31 Public Works - curb ramps							
FY 2008/2009	40,000	11,347	-	11,223	22,570	17,430	56.4%
FY 2009/2010	67,523	-	-	-	-	67,523	0.0%
32 Tree Removal/Replacement							
FY 2008/2009	25,000	19,257	-	-	19,257	5,743	77.0%
FY 2009/2010	25,000	-	-	-	-	25,000	0.0%
Economic Development							
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%
Public Improvements							
34 Riverwalk Project (FY 2005/2006)	35,429	30,781	-	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 indicated



City Clerk

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

October 14, 2009

TO: Honorable Mayor and City Councilmembers
FROM: Angela Arnold, Deputy City Clerk *Angela*
RE: Establishment of a Public Hearing on the Application filed by KRT Precision Tool & Manufacturing located at 1300 Mitchell Street, for an Industrial Facilities Exemption Certificate

Attached please find an application filed by KRT Precision Tool & Manufacturing for an Industrial Facilities Exemption Certificate for personal property for their facility located at 1300 Mitchell Street.

Requested action is for the City Council to establish a public hearing on November 10, 2009, on this application. Notification letters will be sent to the applicant and the legislative body of taxing units, which levy ad valorem taxes within the City informing them of the public hearing.

Thank you.

Attachment

C: Dave Taylor, City Assessor
Julius Giglio, City Attorney
Barry Hicks, Economic Development Project Manager

Application for Industrial Facilities Tax Exemption Certificate

Issued under authority of Public Act 198 of 1974, as amended. Filing is mandatory.

INSTRUCTIONS: File the original and two copies of this form and the required attachments (three complete sets) with the clerk of the local government unit. The State Tax Commission (STC) requires two complete sets (one original and one copy). One copy is retained by the clerk. If you have any questions regarding the completion of this form or would like to request an informational packet, call (517) 373-3272.

To be completed by Clerk of Local Government Unit	
Signature of Clerk <i>Ann Fessel, City Clerk</i>	Date received by Local Unit <i>October 2, 2009</i>
STC Use Only	
Application Number	Date Received by STC

APPLICANT INFORMATION
All boxes must be completed.

1a. Company Name (Applicant must be the occupant/operator of the facility) KRT Precision Tool & Manufacturing, Inc.	1b. Standard Industrial Classification (SIC) Code - Sec. 2(10) (4 or 6 Digit Code) 3490	
1c. Facility Address (City, State, ZIP Code) (real and/or personal property location) 1300 Mitchell St., Jackson, Mi. 49203	1d. City/Township/Village (indicate which) Jackson	1e. County Jackson
2. Type of Approval Requested <input checked="" type="checkbox"/> New (Sec. 2(4)) <input type="checkbox"/> Transfer (1 copy only) <input type="checkbox"/> Speculative Building (Sec. 3(8)) <input type="checkbox"/> Rehabilitation (Sec. 3(1)) <input type="checkbox"/> Research and Development (Sec. 2(9))	3a. School District where facility is located Jackson	3b. School Code 38170
	4. Amount of years requested for exemption (1-12 Years) 12 years	

5. Per section 5, the application shall contain or be accompanied by a general description of the facility and a general description of the proposed use of the facility, the general nature and extent of the restoration, replacement, or construction to be undertaken, a descriptive list of the equipment that will be part of the facility. Attach additional page(s) if more room is needed.

Principal business: **Machining of metal components used in various industries.**
See attached schedule for detail of new equipment.

6a. Cost of land and building improvements (excluding cost of land) * Attach list of improvements and associated costs. * Also attach a copy of building permit if project has already begun.	▶ <u>\$0.00</u> Real Property Costs
6b. Cost of machinery, equipment, furniture and fixtures * Attach itemized listing with month, day and year of beginning of installation, plus total	▶ <u>\$82,500.00</u> Personal Property Costs
6c. Total Project Costs * Round Costs to Nearest Dollar	▶ <u>\$82,500.00</u> Total of Real & Personal Costs

7. Indicate the time schedule for start and finish of construction and equipment installation. Projects must be completed within a two year period of the effective date of the certificate unless otherwise approved by the STC.

	<u>Begin Date (M/D/Y)</u>	<u>End Date (M/D/Y)</u>	
Real Property Improvements	▶ _____	▶ _____	▶ <input type="checkbox"/> Owned <input type="checkbox"/> Leased
Personal Property Improvements	▶ <u>10/1/09</u>	▶ <u>10/15/09</u>	▶ <input checked="" type="checkbox"/> Owned <input type="checkbox"/> Leased

8. Are State Education Taxes reduced or abated by the Michigan Economic Development Corporation (MEDC)? If yes, applicant must attach a signed MEDC Letter of Commitment to receive this exemption. Yes No

9. No. of existing jobs at this facility that will be retained as a result of this project. 3	10. No. of new jobs at this facility expected to create within 2 years of completion. 1
---	---

11. Rehabilitation applications only: Complete a, b and c of this section. You must attach the assessor's statement of SEV for the entire plant rehabilitation district and obsolescence statement for property. The Taxable Value (TV) data below must be as of December 31 of the year prior to the rehabilitation.

a. TV of Real Property (excluding land)	<u>N/A</u>
b. TV of Personal Property (excluding inventory)	<u>N/A</u>
c. Total TV	<u>N/A</u>

12a. Check the type of District the facility is located in:
 Industrial Development District Plant Rehabilitation District

12b. Date district was established by local government unit (contact local unit) 12/18/92 # 71	12c. Is this application for a speculative building (Sec. 3(8))? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
---	---

APPLICANT CERTIFICATION - complete all boxes.

The undersigned, authorized officer of the company making this application certifies that, to the best of his/her knowledge, no information contained herein or in the attachments hereto is false in any way and that all are truly descriptive of the industrial property for which this application is being submitted.

It is further certified that the undersigned is familiar with the provisions of P.A. 198 of 1974, as amended, being Sections 207.551 to 207.572, inclusive, of the Michigan Compiled Laws; and to the best of his/her knowledge and belief, (s)he has complied or will be able to comply with all of the requirements thereof which are prerequisite to the approval of the application by the local unit of government and the issuance of an Industrial Facilities Exemption Certificate by the State Tax Commission.

13a. Preparer Name Kuhl & Schultz, P.C.	13b. Telephone Number 789-8185	13c. Fax Number 789-8188	13d. E-mail Address
14a. Name of Contact Person John Schultz	14b. Telephone Number 789-8185	14c. Fax Number 789-8188	14d. E-mail Address schultz.cpa@modempool.com
▶ 15a. Name of Company Officer (No Authorized Agents) Timothy Hawkins			
15b. Signature of Company Officer (No Authorized Agents) <i>Tim Hawkins</i>		15c. Fax Number 783-1475	15d. Date 10-2-09
▶ 15e. Mailing Address (Street, City, State, ZIP Code) 1300 Mitchell St., Jackson, Mi. 49203		15f. Telephone Number 783-5715	15g. E-mail Address thawkins@krtmfg.com

LOCAL GOVERNMENT ACTION & CERTIFICATION - complete all boxes.

This section must be completed by the clerk of the local governing unit before submitting application to the State Tax Commission. Check items on file at the Local Unit and those included with the submittal.

▶ 16. Action taken by local government unit <input type="checkbox"/> Abatement Approved for _____ Yrs Real (1-12), _____ Yrs Pers (1-12) After Completion <input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> Denied (Include Resolution Denying)	16b. The State Tax Commission Requires the following documents be filed for an administratively complete application: Check or Indicate N/A if Not Applicable <input type="checkbox"/> 1. Original Application plus attachments, and one complete copy <input type="checkbox"/> 2. Resolution establishing district <input type="checkbox"/> 3. Resolution approving/denying application. <input type="checkbox"/> 4. Letter of Agreement (Signed by local unit and applicant) <input type="checkbox"/> 5. Affidavit of Fees (Signed by local unit and applicant) <input type="checkbox"/> 6. Building Permit for real improvements if project has already begun <input type="checkbox"/> 7. Equipment List with dates of beginning of installation <input type="checkbox"/> 8. Form 3222 (if applicable) <input type="checkbox"/> 9. Speculative building resolution and affidavits (if applicable)
16a. Documents Required to be on file with the Local Unit Check or Indicate N/A if Not Applicable <input type="checkbox"/> 1. Notice to the public prior to hearing establishing a district. <input type="checkbox"/> 2. Notice to taxing authorities of opportunity for a hearing. <input type="checkbox"/> 3. List of taxing authorities notified for district and application action. <input type="checkbox"/> 4. Lease Agreement showing applicants tax liability.	
16c. LUCI Code	16d. School Code
17. Name of Local Government Body	▶ 18. Date of Resolution Approving/Denying this Application

Attached hereto is an original and one copy of the application and all documents listed in 16b. I also certify that all documents listed in 16a are on file at the local unit for inspection at any time.

19a. Signature of Clerk	19b. Name of Clerk	19c. E-mail Address
19d. Clerk's Mailing Address (Street, City, State, ZIP Code)		
19e. Telephone Number	19f. Fax Number	

State Tax Commission Rule Number 57: Complete applications approved by the local unit and received by the State Tax Commission by October 31 each year will be acted upon by December 31. Applications received after October 31 may be acted upon in the following year.

Local Unit: Mail one original and one copy of the completed application and all required attachments to:

**State Tax Commission
Michigan Department of Treasury
P.O. Box 30471
Lansing, MI 48909-7971**

(For guaranteed receipt by the STC, it is recommended that applications are sent by certified mail.)

STC USE ONLY				
▶ LUCI Code	▶ Begin Date Real	▶ Begin Date Personal	▶ End Date Real	▶ End Date Personal

CITY ASSESSOR'S OFFICE
PHONE: (517) 788-4033



181 W. MICHIGAN AVENUE
JACKSON, MICHIGAN 49201

X0500
CITY OF JACKSON

MUNICIPAL TAX SYSTEMS
LAND FILE INQUIRY

93

PROPERTY # 6-158500000000

**** REAL PROPERTY ****

LAST CHANGED ON 2/11/86
BY KELLY

***** LEGAL DESCRIPTION *****
LOTS 14 TO 21 ALSO LOTS 25 & 26 BLK 3 ALSO A PC
OF LAND 33 FT E & W & 327 FT N & S ADJACENT TO
LOTS 14, 16, 18, 20 & 26 ON THE W FORMERLY PLATTED
AS PART OF BEACH ST. NOW VACATED J L MITCHELL'S
ADDITION.

CMD 5 - ADDITIONAL LEGAL

7 - RETURN TO SELECT

RESOLUTION

BY THE CITY COMMISSION:

WHEREAS, Act No. 198 of the State of Michigan Public Acts of 1974, as amended, was enacted for the purpose of stimulating economic development in the State by providing tax benefits through the establishment of Plant Rehabilitation Districts and Industrial Development Districts; and

WHEREAS, the City qualifies under the terms of Sec. 4 (1) (b) of the Act as a governmental unit eligible to create either type of the above named districts; and

WHEREAS, the tenant, KRT Precision Tool & Manufacturing Co., 1300 Mitchell Street, Jackson, Michigan, more fully described below, has petitioned the City of Jackson to declare this area to be an Industrial Development District; and

WHEREAS, the City Commission of the City of Jackson has complied with the requirements of Sec. 4(3) of Act 198; and

NOW, THEREFORE, BE IT RESOLVED, that the City Commission of the City of Jackson hereby creates and so designates Industrial Development District No. 71, consisting of the following lands within the City of Jackson:

LOTS 14 TO 21 ALSO LOTS 25 & 26 BLK 3 ALSO A PC OF LAND 33 FT E
& W & 327 FT N & S ADJACENT TO LOTS 14, 16, 18, 20 & 26 ON THE W
FORMERLY PLATTED AS PART OF BEACH ST. NOW VACATED J L
MITCHELL'S ADDITION.

* * * * *

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

I, Lynn Fessel, Deputy 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 Commission on December 18, 1992.

IN WITNESS WHEREOF, I have hereunto affixed my signature and the seal of the City of Jackson, Michigan, on this 18th day of December, 1992.

 Deputy City Clerk

KRT Precision Tool & Manufacturing, Inc.
Industrial Facility Exemption
Machinery & Equipment List

Beginning date of construction: Oct. 1, 2009
Estimated date of completion: Oct. 15, 2009

<u>Equipment</u>	<u>Installation date - estimated</u>	<u>Cost</u>
Contura G2 AKTIV 700/1000/600 S/N 200904501943	Oct. 15, 2009	\$82,500.00

**INDUSTRIAL FACILITIES EXEMPTION APPLICATION
AFFIDAVIT OF PROJECT BEGIN DATES**

I swear and affirm by my signature below that the real property project beginning of construction date and/or personal property project installation begin date, associated with the application for Industrial Facilities Exemption Certificate under PA 198 of 1974, as amended, in the amount of \$ 82,500., filed with the city/township/village of City of Jackson, for a facility located at 1300 Mitchell, Jackson, ME 49203. are as follows:

Real Property Project Begin Date: N/A

Personal Property Project Installation Date: Begin Date 10-1-09

Applicant Name:

KRT Precision Tool & Manufacturing, Inc.

Signature: Tim Hawkins

Printed Name: Timothy Hawkins

Title: President

Date: 10-2-09



October 14, 2009

TO: City Councilmembers
FROM: Jerry F. Ludwig, Mayor
RE: Historic District Commission

In accordance City Code, Sec. 13-5, MCL 399.204, the Mayor appoints, subject to City Council confirmation, seven City residents for three-year terms. Mayor shall consult with chair of the Historic District Commission and appoint at least two members from a list of citizens submitted by a duly organized and existing local historical and/or preservation society(s) and, if available, one architect or a graduate of an accredited school of architecture who has two years of architecture experience or who is an architect registered in this state.

It is my desire, therefore, to appoint Jean Weir to the Historic District Commission to fill a current vacancy, beginning immediately, and ending December 31, 2011.

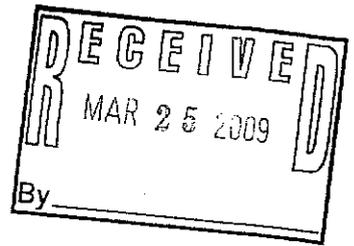
JFL:skh

APP-CC

CITY OF JACKSON



MICHIGAN



Office of Mayor
Jerry F. Ludwig

161 W. Michigan Avenue
Jackson, MI 49201
Phone: (517) 788-4023
Fax: (517) 768-5820

City of Jackson Board/Commission Application

Name: JEAN WEIR
Address: APT 105, 100 ARMORY CT Zip: 49202
Home Phone: 517-795-2915 Other Phone: 269-569-1300
Occupation: ARTIST - TEACHER

Community Involvement/Activity

ARTS & CULTURAL ALLIANCE ARMORY ARTS ASSN.
ARTS
MAGNET SCHOOL START-UP

Are you a registered voter? X Ward? 3RD WARD JACKSON CITY

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

- 1. HISTORICAL
- 2. _____
- 3. _____

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

I AM DEDICATED, DILIGENT AND
CARE ABOUT HISTORICAL PRESERVATION

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

APPLICATION WILL BE KEPT ON FILE FOR ONE YEAR

Jean Weir
Signature of Applicant

3-25-09
Date



City Planning Commission

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

October 20, 2009

Honorable Mayor and City Council
City of Jackson, Michigan

Subject: **PC 09-14 – Consideration of a rezoning request in the vicinity of the intersection of Lansing Avenue and Hill Street**

Dear Mayor and Councilpersons:

The City Planning Commission recently considered a rezoning request to R-4 (high density apartment and office) from C-2 (community commercial) and R-1 (one-family residential) for 1001 and 1005 Lansing Avenue, 422 and 428 Hill Street, and a vacant Hill Street lot. The properties contain a commercial building, several residential structures, and vacant land. The purpose of the rezoning is to allow multiple-family dwellings and business offices on the properties.

The City Planning Commission (CPC) held a public hearing on the proposal at its Wednesday, October 7, 2009 meeting. The rezoning request now comes to City Council for public hearing and possible action. The CPC and its staff both recommend denial of the rezoning. An ordinance is attached for your consideration along with the notice of public hearings, the staff report, and the draft minutes of the October 7, 2009 CPC meeting. The petitions opposing the rezoning submitted during the public hearing as well as an information sheet provided by the applicant are also attached.

Please contact me at 768-6711 if you have any questions.

Sincerely,

Grant E. Bauman, AICP
Principal Planner

ORDINANCE NO. _____

AN ORDINANCE TO AMEND SECTION 28-32, OF
CHAPTER 28, OF THE CODE OF THE CITY OF JACKSON

THE PEOPLE OF THE CITY OF JACKSON ORDAIN:

Section 1.

That Section 28-32 of Chapter 28 of the Code of the City be, and the same hereby is, amended by changing the map of the use districts required by said Section and said Chapter, and incorporated therein by reference as follows:

Change the parcels located at 1001 (1-053300000) & 1005 (1-005350000) Lansing Avenue and a portion of 428 Hill Street (1-053400000) from C-2 (community commercial) to R-4 (high-density apartment and office) and 422 (1-053700000), the remaining portion of 428, and a vacant Hill Street property (1-0053800000) from R-1 (one-family residential) to R-4 (high-density apartment and office).

Section 2.

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

Adopted:



City Planning Commission

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

October 7, 2009

Application PC 09-14

Rezoning Request – Staff Recommendation

General Information

Applicant

Ronald Snyder
11685 N. Meridian Road
Pleasant Lake, MI 49272

Project Description

The applicant wishes to market the properties for a mix of multiple-family dwellings and business offices.

Location of Parcels

1001 and 1005 Lansing Avenue; 422 and 428 Hill Street; and a vacant lot on Hill Street

Request

A change in zoning to R-4 (high density apartment and office) from C-2 (community commercial) and R-1 (one-family residential) is requested. Sec. 28-183 regulates the review and approval of rezoning requests. 1001 and 1005 Lansing Avenue and a portion of 428 Hill Street are zoned C-2. The remainder of the Hill Street properties are zoned R-1.

Existing Land Use

Existing land use will be described parcel-by-parcel (see the aerial photo):

- **1001 Lansing Avenue** – A commercial building is located at the intersection of Lansing and Hill. It appears that at least two residential dwellings are located in the building (432 and 434 Hill). A triplex home is located directly to the north. No parking is located on the property.
- **1005 Lansing Avenue** – A home is located close to the street with a parking lot located behind. The parking lot also extends into 1007 Lansing Avenue, behind the house located on that property. An outbuilding is also located on the property.
- **428 Hill Street** – A home (430 Hill) is located along the western property line. A parking lot extending into 422 Hill Street fronts along the street. The northern portion of the property is open yard.
- **422 Hill Street** – The parking lot extending from 422 Hill Street dominates the southern half of the site. The remainder of the property is open yard.
- **Vacant Lot** – The remaining property is vacant.

Future Land Use

The City's current Future Land Use Map places 428 Hill Street and 1001 and 1005 Lansing Avenue in a 'local commercial area.' The remaining Hill Street properties are located in one of the City's 'single-family neighborhoods.'

Adjacent Land Use/Zoning

The entire area is a mix of residences, small businesses, and vacant land. Adjacent zoning will be described by direction:

- **North** – Properties along Lansing Avenue from 1007 Lansing Avenue north to McKinley Street are zoned C-2. Properties further to the east are zoned R-1. The area is a mix of residences, businesses, and vacant land. Only one building north of the properties on the east side of Lansing Avenue is designed for commercial use. It is currently vacant.
- **South** – Properties across Hill Street along Lansing Avenue are zoned C-2 and used commercially. Properties further to the east are zoned R-1 and used residentially.
- **East** – Properties along Hill Street to the east are zoned R-1 and used residentially.
- **West** – Properties across Lansing Avenue to the west are zoned C-2 and used commercially.

Staff Analysis/Findings

Rather than listing the factors favoring approval and disapproval normally provided, staff is presenting its analysis in the form of the criteria established in the draft zoning plan chapter of the draft comprehensive plan.

- **Is the proposed rezoning consistent with the policies and uses proposed for that area in the City's Comprehensive Plan?**

The Future Land Use Map places both Lansing Avenue properties and a portion of the westernmost Hill Street property in a local commercial area and the remaining properties in a single-family neighborhood. The proposed rezoning would allow for a mix of residential dwellings and offices to occupy the properties. Commercial shops would no longer be permitted to occupy the Lansing Avenue properties and multiple family dwelling could be constructed on all of the properties. If approved, the future land use map should be amended to concur with the rezoning.

- **Will all of the uses allowed under the proposed rezoning be compatible with other zones and uses in the surrounding area?**

The uses allowed under the R-4 zoning should be compatible with the surrounding area. It could even be argued that the R-4 zoning would provide a buffer between the commercial properties to the west and the residential properties to the east. However, it is possible that the proposed rezoning will allow for an apartment block—a more intensive use than currently found on the properties—to be developed on the properties.

- **Will any public services and facilities be significantly adversely impacted by a development or use allowed under the requested rezoning?**

Although the rezoning will allow for some more intense uses, no public services or facilities should be impacted adversely. The potential for a more intense use is greater for the two easternmost Hill Street properties and a portion of the westernmost Hill Street property than the remaining properties.

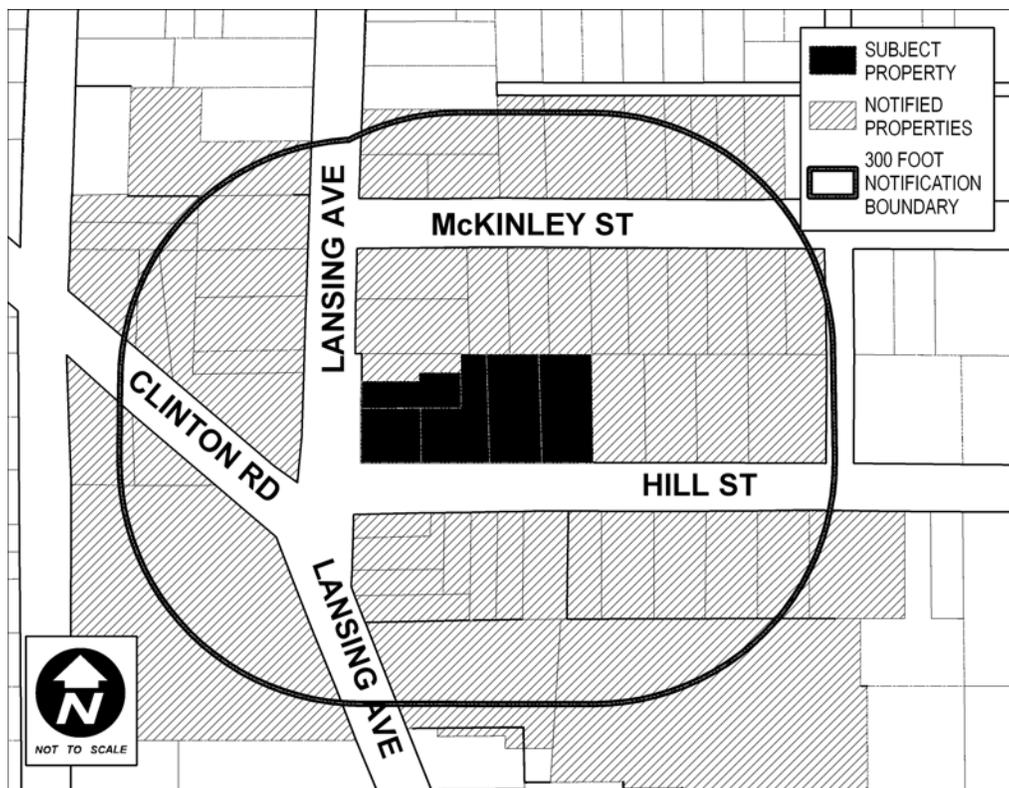
- **Will the uses allowed under the proposed rezoning be equally or better suited to the area than uses allowed under the current zoning of the land?**

The mix of potential uses in the neighborhood will not change significantly. Although commercial shops would no longer be permitted along Lansing Avenue, business offices would be allowed on any property. Residential dwelling units are already allowed on the upper floors of commercial buildings in commercial districts. Staff spoke with a neighborhood business owner concerned about the potential impact of additional low-cost residential units on the surrounding area.

Recommendation

The mix of uses proposed by the applicant is already permitted on the commercially zoned properties. For example, residential dwellings are a permitted use on the upper floors of buildings in the community commercial (C-2) district (Sec. 28-71 (50) e) and offices are also permitted (Sec. 28-71 (105) a). Finally, the future land use map calls for the westernmost properties to remain commercial and the easternmost properties to remain low-density residential.

Based upon these factors, staff recommends **DISAPPROVAL** of the rezoning.



Public Notice Map

The public notice was sent to property owners and residents within 300 feet of the property proposed for rezoning. The above map displays the 300-ft notification buffer and the properties contained within or intersecting with the buffer.





City Planning Commission

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

PC 09-14 Notice of Public Hearing

The Jackson City Planning Commission and Jackson City Council will hold public hearings to consider a request for a district change (rezoning), as provided for in Section 28-183 of the City's Zoning Ordinance.

Origin of the request:

Ronald Snyder
11685 N. Meridian Road
Pleasant Lake, MI 49272

The location of the properties:

1001 & 1005 Lansing Avenue; 422 & 428 Hill Street; and a vacant lot on Hill Street

The rezoning request:

Rezone from R-1 (one-family residential) and C-2 (community commercial) to R-4 (high-density apartment and office).

The proposed use:

The rezoning will allow for multiple-family dwellings and business offices on the properties.



You are invited to attend the public hearings before the City Planning Commission and City Council to be held on:

City Planning Commission – Wednesday, October 7, 2009 at 7:00 pm

City Council – Tuesday, October 20, 2009 at 7:00 pm

The meetings will be held in the

**City Hall Council Chambers, 2nd floor
161 W. Michigan Avenue**

Please contact Grant Bauman at (517) 768-6711 with any questions about the proposed rezoning. Written comments can be sent to the Region 2 Planning Commission, which is located at 120 W. Michigan Avenue, Jackson, MI 49201.

By: _____

Grant E. Bauman, AICP
R2PC Principal Planner



City Planning Commission

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

DRAFT MEETING MINUTES Wednesday, October 7, 2009 Council Chambers, City Hall

Members present: Patrick Colligan; Ryan Doll; John Guidinger, Secretary; Clyde Mauldin, Chairman; Chris Lewis, Interim City Manager; Jerry Ludwig, Mayor; and John Polaczyk

Members absent: Jeanne Kubish and Richard Lawson

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

Item 1 Call to order

Chairman Mauldin called the meeting to order at 7:05 p.m.

Item 2 Pledge of allegiance

Those in attendance rose for the pledge of allegiance.

Item 3 Consideration of approval of the special and regular meetings of September 2, 2009 meeting minutes

A motion was made by Mayor Ludwig, and supported by Comm. Doll, to approve the minutes of the City Planning Commission meeting of September 2, 2009. *The motion passed by unanimous voice vote.*

Item 4 Presentation on “stealth designed” cell towers

Ms. T.J. Garrett, Hawley Law Firm, PLC, made a presentation on “stealth designed” cell towers. She discussed the growth in cell phone use and ownership and the need for an adequate network of cell towers. Her presentation included photographs of cell towers disguised as pine trees and flag poles as well as the placement of cell towers on existing tall structures including buildings, athletic field light posts, and church steeples. Ms. Garrett explained that there is a need to locate a tower in the vicinity of West and High Streets, possibly within the Sparks Foundation County Park. *No action was taken by the Planning Commission.*

Item 5 PC 09-14 - Consideration of a rezoning request from Community Commercial (C-2) and One-Family Residential (R-1) to High-Density Apartment and Office (R-4) for parcels located at 1001 and 1005 Lansing Ave., 422 and 428 Hill St., and a vacant lot on Hill St.

Mr. Bauman presented the staff recommendation to deny the rezoning. Chairman Mauldin opened the public hearing. Ron Snyder, the property owner requesting the rezoning, spoke in favor of the request and explained that he wanted to place apartments in the lower level of the existing commercial building but was prevented from doing so because of the C-2 zoning. Gerald Montgomery, a nearby property owner, expressed his opposition to the rezoning and provided a petition signed by area residents opposed to the rezoning. He indicated the area was single-family and opposed multi-family zoning. Mr. Jeff Aldous, owner of the Greystone Tavern, spoke in opposition to rental housing units in the area and also presented a petition signed by persons in opposition to the rezoning. Ms. Murphy noted that she was contacted by City Councilmember Greer and that he is not in favor of the rezoning. Chairman Mauldin closed the public hearing.

Commissioners noted that they could understand the frustration experienced by the property owner in failing to secure long-term commercial businesses in the area.

A motion was made by Comm. Polaczyk and supported by Comm. Lewis to recommend denial of the rezoning request to the City Council. *The motion passed by the following vote: Yeas – 5 (Doll, Guidinger, Lewis, Mauldin and Polaczyk), Nays -1 (Colligan), Abstain – 1 (Ludwig), Absent – 2 (Kubish and Lawson).*

Item 6 PC 09-15 - Consideration of an amendment to the City of Jackson Zoning Ordinance pertaining to cell towers and cell antennas

Mr. Bauman presented the staff recommendation to table action on the proposed amendment to allow staff additional time to consider an ordinance response to “stealth designed” cell towers.

Chairman Mauldin opened the public hearing. Andrew Dotterweich expressed concern about the possibility of cell towers being placed in residential areas. Brandon Ransom, Director of the Jackson County Parks Commission, spoke in favor of appropriate ordinance language to adequately address cell towers. Chairman Mauldin closed the public hearing.

A motion was made by Comm. Guidinger, and supported by Mayor Ludwig, to table consideration of a recommendation on City of Jackson Zoning Ordinance text amendments regarding cell towers and cell antennas. *The motion passed by unanimous voice vote.*

Item 7 Adjournment

There being no further business the meeting was adjourned at 8:15 p.m.

**Charles Reisdorf
Recording Secretary**

1

Rezoning change at 1001 & 1005 Lansing Avenue; 422 & 428 Hill Street;
and a vacant lot on Hill Street. The proposed use is for a multiple-family
dwellings and offices.

We the undersigned support the amendment as it now stands as a one-family residential.

Name

Address

Gerald Montgomery	341 Hill St
Matt Wilkin	416 McKinley
W. W.	338 Hill St
Karen Montgomery	341 Hill St
Lucia Montgomery	341 Hill St
Josie F. Clay	330 Hill St
J. Tucker	1022 First St
Jessie Montgomery	341 Hill St
Lola White	338 Hill St
Maeyllentia	338 Hill St
Oliver White	403 McKinley
Jennie M. Wilson	402 McKinley
Billina White	402 McKinley
Theron Gardner	410 McKinley
Cheryl Stulp	414 McKinley
Handa Carter	430 McKinley
John	421 Hill St
Lucas Kelley	6000 Portage Lake Rd
Deborah Moore	400 Hill St
James Moore	400 Hill
Ray	915 Lansing
Elizabeth Martens	915 Lansing Ave
Richie Colombe	421 Hill
Sula Jones	429 Hill

This survey opposing PC 09-14 was submitted by Gerald Montgomery

**Grant E. Bauman, AICP
Region 2 Planning Commission
120 W. Michigan Ave.
Jackson, MI 49201**

This survey opposing PC 09-14
was submitted by Jeff Aldous

Re; PC 09-14

09/27/09

From the people in the immediate area of the mentioned property, those who rent, lease, own or operate businesses or properties within the state guideline of 300' of mentioned property or received the "Notice of Public Hearing" from the City Planning Commission.

Some of us have received the "Notice of Public Hearing" from the City Planning Commission on rezoning properties 1001 & 1005 Lansing Ave., 422 & 428 Hill St. and vacant lot on hill. If you did not receive a notice, Mr. Aldous has attached a copy to this letter.

Our concern as property owners, business owners and tenants(occupants) is that this rezoning could result in bringing **MORE low income housing, drug houses, halfway and/or parolee housing to our neighborhood.**

Our neighborhood is a busy thoroughfare to the city center with access from one of our main arteries, West Ave. along with pockets of old timers who have quietly lived here for many years in a residential setting. Playing in the parks, walks to the store, or around the block were common, Now even before this proposal we are seeing a major change for the worse. It is time to STOP!

Is this the kind of setting you want our visitors to see when they travel through our neighborhood to go to the events downtown?

Low income housing, drugs, (crack) houses, prostitution etc. go hand in hand and has lately become a major problem in our neighborhood. We have Parolee's living on Hill street, possibly in one of the said properties. A parolee is operating "Fun Zone" across from said property and has lately opened it as a after hours club bringing more crime to our neighborhood such a fighting in the street's, break and enter, tire slashing, drugs etc. We have sex offenders living in mentioned properties.

What more can we say or how much more evidence do we need to stop this?

**Sign Page 2 if you have thoroughly read and understand all the facts and agree.
Do not sign, but print name and address if you have thoroughly read and understand all facts and do not agree.**

Yours Sincerely

**Jeff Aldous- Pres. Aldous Land LLC
1008 Lansing Ave. Jackson, MI 49202**

**Bonnie Aldous - Pres. GreyStone Tavern Inc.
1008 Lansing Ave. Jackson, MI 49202**

1001 Lansing Ave rezoning

The area has not been a desirable location for commercial rental. I have owned this property for around 15 years and have not seen many business survive here in that time.

Most businesses survive between 6 months and 2 years at the most in this area.

Local properties that are commercial zoned and vacant or have had contiguous turn over.

800 Lansing Ave new strip mall, adjacent to International Dog House, 3 vacant units

900 Lansing Ave. Vacant

904 Lansing Ave. now Cork and Cap before was a clothing store.

929 Lansing Ave is now a barber shop for about 3 months, prior vacant.

904 Lansing Ave The Fun Zone, prior was a antic shop and before that a second hand store.

1000 Lansing Ave vacant

1006 Lansing Ave vacant

1007 Lansing Ave vacant was a beauty shop

1011 Lansing Ave vacant was Viking Sewing Shop

1314 Lansing Ave vacant was Wayne's Plumbing

1008 Clinton Rd vacant green house and store front

This informational sheet was provided by the applicant of PC 09-14.



City Clerk

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

October 14, 2009

TO: Honorable Mayor and City Councilmembers
FROM: Angela Arnold, Deputy City Clerk *Angela Arnold*
RE: Public Hearings and Resolutions Confirming Assessment Roll Nos. 4181 through 4186

Public hearings were established at Council's September 22nd meeting for October 20th. The required notice was published in the Jackson Citizen Patriot and a notification letter was sent to each property owner included on the rolls.

Please consider confirming the following special assessment rolls after the public hearings are held:

Roll No. 4181 – Delinquent Miscellaneous General Fund Accounts Receivable (alarms, fire permits, weed mowing and concrete/sidewalks)

Roll No. 4182 – Delinquent Miscellaneous Building Department Fund Accounts Receivable (dangerous structure, demolition and code enforcement inspection fees)

Roll No. 4183 – Delinquent Miscellaneous Community Development Block Grant Fund Accounts Receivable (code enforcement inspection fees)

Roll No. 4184– Delinquent Miscellaneous Wastewater Fund Accounts Receivable (industrial pre-treatment program monitoring and composite sample fees)

Roll No. 4185 – Delinquent Miscellaneous Water Fund Accounts Receivable (water meter replacements and overtime service calls)

Roll No. 4186 – Delinquent Miscellaneous Public Works Fund Accounts Receivable (property clean-up, board-up, sidewalk work and snow removal)

Thank you.

Attachments

C: Chris Lewis, Interim City Manager

RESOLUTION

BY THE BOARD OF REVIEW:

WHEREAS, the Assessor, in accordance with the direction of the City Council, did make assessments for delinquent miscellaneous General Fund accounts receivable which assessments were by him placed on Assessment Roll No. 4181 in the amount of \$3,399.51 and were reported to the City Council at its regular meeting held on the 22nd day of September, 2009; and

WHEREAS, notice has been duly given that the City Council and Assessor will sit as a Board of Review in the Council Chambers in the City of Jackson on Tuesday, the 20th day of October, 2009, at 7:00 p.m. and hear any and all objections and suggestions by interested parties to said special assessments as contained in said Assessment Roll, and the matter of said review having come on to be heard and the City Council and Assessor sitting as a Board of Review having heard all objections and suggestions made thereto and having fully considered same;

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

BE IT FURTHER RESOLVED, that payment of each individual assessment shall be due and payable sixty (60) days after approval of this resolution.

* * * * *

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

I, Lynn Fessel, City Clerk in and for the City of Jackson, County and State aforesaid, do hereby certify that the foregoing is a true and complete copy of a resolution adopted by the Jackson City Council sitting as a Board of Review on the 20th day of October, 2009.

IN WITNESS WHEREOF, I have hereto affixed my signature and the Seal of the City of Jackson, Michigan, on this 21st day of October, 2009.

Lynn Fessel, City Clerk

RESOLUTION

BY THE BOARD OF REVIEW:

WHEREAS, the Assessor, in accordance with the direction of the City Council, did make assessments for delinquent miscellaneous Building Department Fund accounts receivable which assessments were by him placed on Assessment Roll No. 4182 in the amount of \$11,237.70 and were reported to the City Council at its regular meeting held on the 22nd day of September, 2009; and

WHEREAS, notice has been duly given that the City Council and Assessor will sit as a Board of Review in the Council Chambers in the City of Jackson on Tuesday, the 20th day of October, 2009, at 7:00 p.m. and hear any and all objections and suggestions by interested parties to said special assessments as contained in said Assessment Roll, and the matter of said review having come on to be heard and the City Council and Assessor sitting as a Board of Review having heard all objections and suggestions made thereto and having fully considered same;

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

BE IT FURTHER RESOLVED, that payment of each individual assessment shall be due and payable sixty (60) days after approval of this resolution.

* * * * *

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

I, Lynn Fessel, City Clerk in and for the City of Jackson, County and State aforesaid, do hereby certify that the foregoing is a true and complete copy of a resolution adopted by the Jackson City Council sitting as a Board of Review on the 20th day of October, 2009.

IN WITNESS WHEREOF, I have hereto affixed my signature and the Seal of the City of Jackson, Michigan, on this 21st day of October, 2009.

Lynn Fessel, City Clerk

RESOLUTION

BY THE BOARD OF REVIEW:

WHEREAS, the Assessor, in accordance with the direction of the City Council, did make assessments for delinquent miscellaneous Community Development Block Grant Fund accounts receivable which assessments were by him placed on Assessment Roll No. 4183 in the amount of \$2,247.51 and were reported to the City Council at its regular meeting held on the 22nd day of September, 2009; and

WHEREAS, notice has been duly given that the City Council and Assessor will sit as a Board of Review in the Council Chambers in the City of Jackson on Tuesday, the 20th day of October, 2009, at 7:00 p.m. and hear any and all objections and suggestions by interested parties to said special assessments as contained in said Assessment Roll, and the matter of said review having come on to be heard and the City Council and Assessor sitting as a Board of Review having heard all objections and suggestions made thereto and having fully considered same;

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

BE IT FURTHER RESOLVED, that payment of each individual assessment shall be due and payable sixty (60) days after approval of this resolution.

* * * * *

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

I, Lynn Fessel, City Clerk in and for the City of Jackson, County and State aforesaid, do hereby certify that the foregoing is a true and complete copy of a resolution adopted by the Jackson City Council sitting as a Board of Review on the 20th day of October, 2009.

IN WITNESS WHEREOF, I have hereto affixed my signature and the Seal of the City of Jackson, Michigan, on this 21st day of October, 2009.

Lynn Fessel, City Clerk

RESOLUTION

BY THE BOARD OF REVIEW:

WHEREAS, the Assessor, in accordance with the direction of the City Council, did make assessments for delinquent miscellaneous Wastewater Fund accounts receivable which assessments were by him placed on Assessment Roll No. 4184 in the amount of \$7,437.60 and were reported to the City Council at its regular meeting held on the 22nd day of September, 2009; and

WHEREAS, notice has been duly given that the City Council and Assessor will sit as a Board of Review in the Council Chambers in the City of Jackson on Tuesday, the 20th day of October, 2009, at 7:00 p.m. and hear any and all objections and suggestions by interested parties to said special assessments as contained in said Assessment Roll, and the matter of said review having come on to be heard and the City Council and Assessor sitting as a Board of Review having heard all objections and suggestions made thereto and having fully considered same;

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

BE IT FURTHER RESOLVED, that payment of each individual assessment shall be due and payable sixty (60) days after approval of this resolution.

* * * * *

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

I, Lynn Fessel, City Clerk in and for the City of Jackson, County and State aforesaid, do hereby certify that the foregoing is a true and complete copy of a resolution adopted by the Jackson City Council sitting as a Board of Review on the 20th day of October, 2009.

IN WITNESS WHEREOF, I have hereto affixed my signature and the Seal of the City of Jackson, Michigan, on this 21st day of October, 2009.

Lynn Fessel, City Clerk

RESOLUTION

BY THE BOARD OF REVIEW:

WHEREAS, the Assessor, in accordance with the direction of the City Council, did make assessments for delinquent miscellaneous Water Fund accounts receivable which assessments were by him placed on Assessment Roll No. 4185 in the amount of \$4,088.41 and were reported to the City Council at its regular meeting held on the 22nd day of September, 2009; and

WHEREAS, notice has been duly given that the City Council and Assessor will sit as a Board of Review in the Council Chambers in the City of Jackson on Tuesday, the 20th day of October, 2009, at 7:00 p.m. and hear any and all objections and suggestions by interested parties to said special assessments as contained in said Assessment Roll, and the matter of said review having come on to be heard and the City Council and Assessor sitting as a Board of Review having heard all objections and suggestions made thereto and having fully considered same;

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

BE IT FURTHER RESOLVED, that payment of each individual assessment shall be due and payable sixty (60) days after approval of this resolution.

* * * * *

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

I, Lynn Fessel, City Clerk in and for the City of Jackson, County and State aforesaid, do hereby certify that the foregoing is a true and complete copy of a resolution adopted by the Jackson City Council sitting as a Board of Review on the 20th day of October, 2009.

IN WITNESS WHEREOF, I have hereto affixed my signature and the Seal of the City of Jackson, Michigan, on this 21st day of October, 2009.

Lynn Fessel, City Clerk

RESOLUTION

BY THE BOARD OF REVIEW:

WHEREAS, the Assessor, in accordance with the direction of the City Council, did make assessments for delinquent miscellaneous Public Works Fund accounts receivable which assessments were by him placed on Assessment Roll No. 4186 in the amount of \$36,365.50 and were reported to the City Council at its regular meeting held on the 22nd day of September, 2009; and

WHEREAS, notice has been duly given that the City Council and Assessor will sit as a Board of Review in the Council Chambers in the City of Jackson on Tuesday, the 20th day of October, 2009, at 7:00 p.m. and hear any and all objections and suggestions by interested parties to said special assessments as contained in said Assessment Roll, and the matter of said review having come on to be heard and the City Council and Assessor sitting as a Board of Review having heard all objections and suggestions made thereto and having fully considered same;

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

BE IT FURTHER RESOLVED, that payment of each individual assessment shall be due and payable sixty (60) days after approval of this resolution.

* * * * *

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

I, Lynn Fessel, City Clerk in and for the City of Jackson, County and State aforesaid, do hereby certify that the foregoing is a true and complete copy of a resolution adopted by the Jackson City Council sitting as a Board of Review on the 20th day of October, 2009.

IN WITNESS WHEREOF, I have hereto affixed my signature and the Seal of the City of Jackson, Michigan, on this 21st day of October, 2009.

Lynn Fessel, City Clerk

RESOLUTION

BY THE CITY COUNCIL:

WHEREAS, October 31st is Halloween and children of all ages dress up as goblins, ghosts, ghouls, and “things that go bump in the night”; and

WHEREAS, this has traditionally been a festive and fun event; and

WHEREAS, the City Council wishes to keep the tradition a safe one for children of all ages.

NOW, THEREFORE, BE IT RESOLVED that the City Council of the City of Jackson establishes Halloween hours between 6:00 p.m. and 8:00 p.m. on Saturday, October 31, 2009, and encourages all children to “trick or treat” during that time period, and further encourages residents to turn porch lights on between said hours.

* * * * *

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 October 20, 2009.

IN WITNESS WHEREOF, have hereunto affixed my signature and the seal of the City of Jackson, Michigan on this 20th day of October, 2009.

_____ City Clerk



Police Department

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

October 14, 2009

MEMO TO: Chris Lewis
Interim City Manager

FROM: Matthew R. Heins
Chief of Police

SUBJECT: ARRA Byrne JAG Grant

The Jackson Police Department has been awarded a Recovery Act Edward Byrne Memorial JAG Program grant through the State of Michigan, Office of Drug Control Policy. This grant will fund the Jackson Police Department's sergeant assigned to the Jackson Narcotic Enforcement Team (JNET) for three years. Additionally, the grant will fund some JNET drug enforcement overtime worked by the JPD sergeant and officers assigned to the team.

JNET's focus is drug investigations and enforcement. The team is comprised of officers from the Jackson County Sheriff Office, Michigan State Police and the Jackson Police Department.

This grant, in the amount of \$360,000 is fully funded. The Police Department is now requesting the City Council adopt the attached resolution amending the 2009/2010 budget.

Please place this as an agenda item for the October 20, 2009 City Council meeting. I or a representative will be present to answer any questions.

MRH/AP/ap/c:JNETResolution

RESOLUTION

WHEREAS, the City has been awarded a Recovery Act Edward Byrne Memorial Justice Assistance Grant (JAG) Program grant, through the State of Michigan, Office of Drug Control Policy.

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

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

ARRA Byrne JAG Grant Fund

		<u>Increase</u>
REVENUES:		
268-302-212-501.000	Federal Grant	<u>360,000</u>
EXPENDITURES:		
268-302-212-706.000	Salaries and Wages	236,709
268-302-212-709.000	Overtime	31,872
268-302-212-715.000	FICA	3,785
268-302-212-719.000	Health Insurance	58,357
268-302-212-719.768	RX Drug Coverage	7,830
268-302-212-719.769	Health Deductible	11,538
268-302-212-724.000	Unemployment	324
268-302-212-724.001	Workers' Compensation	3,804
268-302-212-725.000	Other Fringe Benefits	3,591
268-302-212-919.001	Physical Agility Testing	2,190
		<u>360,000</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 20, 2009.

IN WITNESS WHEREOF, I have hereunto affixed
my signature and the seal of the City of Jackson, on
this 21st day of October 2009.

City Clerk

Julius A. Giglio
City Attorney

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

OFFICE OF THE



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

CITY ATTORNEY

MEMORANDUM

TO: Honorable Mayor and City Council
FROM: Susan G. Murphy, Deputy City Attorney
RE: Possession of Dangerous Weapons
DATE: October 5, 2009

State law exclusively controls (preempts) the possession, carrying, and transporting of firearms. We recently noted that our ordinance failed to reflect this very important change in state law. The current ordinance provides:

Sec. 18-185. Possession of weapons.

No person shall transport, carry or have in his possession in any public place or vehicle any firearm, dirk, stiletto or other dangerous weapon except hunting knives adapted and carried as such. This section shall not apply where such transportation, carrying or possession:

- (1) Is under the authority of a valid concealed weapons permit.
- (2) Occurs within the home, place of business or upon the land of the person engaging in such transportation, carrying or possession.
- (3) Involves the transportation of an encased firearm for hunting or target practice purposes.
- (4) Involves the transportation of an encased firearm, dirk, stiletto or other dangerous weapon from the place of purchase to the home of the purchaser.

The attached proposed ordinance would remove firearms from this provision, but still keep the rule of law as it applies to other dangerous weapons. This item is placed on your October 20th agenda for consideration of an ordinance amending Section 18-185 to clarify that firearms are not regulated dangerous weapons under our local ordinance because of the state law preemption.

cc: Christopher W. Lewis, Interim City Manager
Julius A. Giglio, City Attorney
Matthew Heins, Chief of Police
Gilbert Carlson, Assistant City Attorney

ORDINANCE 2009 - _____

An Ordinance amending Chapter 18, Section 18-185 Code of Ordinances, City of Jackson, Michigan to clarify that transporting, carrying, or possessing a dangerous weapon does not include firearms because state law exclusively regulates firearms for these purposes.

THE PEOPLE OF THE CITY OF JACKSON ORDAIN:

Section 1. That Chapter 18, Section 18-185 of the Code of Ordinances, City of Jackson, Michigan be amended to read as follows:

18-185. Possession of weapons.

A dangerous weapon means a weapon, other than a firearm, such as a knife, razor, taser, self-defense spray, gas ejecting device, club, bludgeon, or other similar item.

It is unlawful to transport, carry, or possess a dangerous weapon in any vehicle or public place unless it is done under any of the following conditions:

- a. while transporting the encased item from the place of purchase to the home or place of business of the purchaser;
- b. while transporting the encased item to and from hunting/target practice;
- c. while the possessor is transporting the encased item between the possessor's home and place of business;
- d. while the possessor is within or upon the possessor's home, land, or place of business; or
- e. while the possessor does so under authority granted by a concealed weapons permit or other statutory exception.

Section 2. This Ordinance takes effect thirty (30) days from the date of adoption.



City Planning Commission

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

September 8, 2009

Honorable Mayor and City Council
City of Jackson, Michigan

Subject: **PC 09-13 – Text amendments altering the definition of a “family” and a “rooming house”**

Dear Mayor and Councilpersons:

The City Planning Commission recently considered zoning ordinance text amendments. The first amendment, if approved, limits the number of people living as “the functional equivalent of a domestic family” — part of the definition of a “family” — to three people or less. The second amendment makes revisions to the definition for “rooming house.” The proposed amendments apply to Sec. 28-5 of the Zoning Ordinance.

The City Planning Commission held a public hearing on the proposed amendments at its Wednesday, August 5, 2009, meeting. The amendments now come to City Council for public hearing and possible action. The Planning Commission recommends approval of the amendment. An ordinance is attached for your consideration along with the notice for public hearing, the staff report, and the draft minutes of the August 5, 2009 meeting of the City Planning Commission.

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

Sincerely,

Grant E. Bauman, AICP
Principal Planner

ORDINANCE 2009 - _____

An Ordinance amending the definition of Family and Rooming house in Chapter 28 Code of Ordinances, City of Jackson, Michigan as contained in Section 28-5.

THE PEOPLE OF THE CITY OF JACKSON ORDAIN:

Section 1. That the definition of Family contained in Chapter 28, Section 28-5, of the Code of Ordinances, City of Jackson, Michigan be amended to read as follows:

Family means either of the following:

(1) A domestic family.

One (1) or more persons living together and related by the bonds of consanguinity, marriage or adoption, together with servants of the principal occupants and not more than one (1) additional unrelated persons, with all of such individuals being domiciled together as a single, domestic, housekeeping unit in the dwelling.

(2) The functional equivalent of the domestic family.

A group of unrelated persons whose relationship is of a continuing, nontransient, domestic character, and who are cooking and living as a single, nonprofit housekeeping unit, provided the total number of occupants in such group does not exceed three (3) in the R-1 and R-2 districts and four (4) in all other districts. This definition does not include a rooming house, society, club, fraternity, sorority, association, lodge, coterier, organization, or group of students or other individuals whose domestic relationship is of a transitory or seasonal nature or for an anticipated limited duration of a school or term or terms or other similar determinable period.

Section 2. That the definition of Rooming and/or boarding house contained in Chapter 28, Section 28-5 of the code of Ordinances, City of Jackson, Michigan be amended to read as follows:

Rooming house means a building or dwelling, where for compensation or by pre-arrangement for definite periods of time, lodging or lodging and meals are provided for three (3) or more unrelated persons. A rooming house may provide kitchen facilities for the use of the residents. A single structure containing a combination of any number of apartments or sleeping rooms is a rooming house. A boarding house or lodging house is also a rooming house for the purposes of this chapter. However, a rooming or boarding house does not include a hotel, motel, or bed and breakfast establishment/tourist home.

Section "3". This Ordinance takes effect thirty (30) days from the date of adoption.



City Planning Commission

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

Wednesday, August 5, 2009

PC 09-13 — Text Amendment Staff Report

General Information

Applicant:

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

Request:

Amend the definitions for “family” and “rooming house” in Section 28-5 of the City of Jackson’s zoning ordinance to read as follows:

Family means either of the following:

- (1) A domestic family.

One (1) or more persons living together and related by the bonds of consanguinity, marriage or adoption, together with servants of the principal occupants and not more than one (1) additional unrelated persons, with all of such individuals being domiciled together as a single, domestic, housekeeping unit in the dwelling.

- (2) The functional equivalent of the domestic family.

A group of unrelated persons whose relationship is of a continuing, nontransient, domestic character, and who are cooking and living as a single, nonprofit housekeeping unit, provided the total number of occupants in such group does not exceed three (3) in the R-1 and R-2 districts and four (4) in all other districts. This definition does not include a rooming house, society, club, fraternity, sorority, association, lodge, coterier, organization, or group of students or other individuals whose domestic relationship is of a transitory or seasonal nature or for an anticipated limited duration of a school or term or terms or other similar determinable period.

...

Rooming house means a building or dwelling, where for compensation or by pre-arrangement for definite periods of time, lodging or lodging and meals are provided for three (3) or more unrelated persons. A rooming house may provide kitchen facilities for the use of the residents. A single structure containing a combination of any number of apartments or sleeping rooms is a rooming house. A boarding house or lodging house is also a rooming house for the purposes of this chapter. However, a rooming or boarding house does not include a hotel, motel, or bed and breakfast establishment/tourist home.

Reason for the Text Amendment:

The recent occurrence of unlicensed “group homes” within the City prompted the need for the proposed amendments.

Staff Analysis/Findings

The proposed changes to the definition of “family” would limit the number of unrelated people who can live as the “functional equivalent of the domestic family” to three (3) people in the R-1 and R-2 districts — and four (4) in all other districts — and remove the rebuttal presumption of the zoning administrator. The proposed change in the definition of “rooming and/or boarding house” would replace the ‘on a short-term basis’ language with ‘for definite periods of time;’ specify that a rooming house provides kitchen facilities for the use of the residents; and exclude hotels, motels, and bed and breakfast establishments/tourist homes.

ORDINANCE 2009 - _____

An Ordinance amending the definition of Family and Rooming house in Chapter 28 Code of Ordinances, City of Jackson, Michigan as contained in Section 28-5.

THE PEOPLE OF THE CITY OF JACKSON ORDAIN:

Section 1. That the definition of Family contained in Chapter 28, Section 28-5, of the Code of Ordinances, City of Jackson, Michigan be amended to read as follows:

Family means either of the following:

(3) A domestic family.

One (1) or more persons living together and related by the bonds of consanguinity, marriage or adoption, together with servants of the principal occupants and not more than one (1) additional unrelated persons, with all of such individuals being domiciled together as a single, domestic, housekeeping unit in the dwelling.

(4) The functional equivalent of the domestic family.

A group of unrelated persons whose relationship is of a continuing, nontransient, domestic character, and who are cooking and living as a single, nonprofit housekeeping unit, provided the total number of occupants in such group does not exceed three (3) in the R-1 and R-2 districts and four (4) in all other districts. This definition does not include a rooming house, society, club, fraternity, sorority, association, lodge, coterier, organization, or group of students or other individuals whose domestic relationship is of a transitory or seasonal nature or for an anticipated limited duration of a school or term or terms or other similar determinable period.

Section 2. That the definition of Rooming and/or boarding house contained in Chapter 28, Section 28-5 of the code of Ordinances, City of Jackson, Michigan be amended to read as follows:

Rooming house means a building or dwelling, where for compensation or by pre-arrangement for definite periods of time, lodging or lodging and meals are provided for three (3) or more unrelated persons. A rooming house may provide kitchen facilities for the use of the residents. A single structure containing a combination of any number of apartments or sleeping rooms is a rooming house. A boarding house or lodging house is also a rooming house for the purposes of this chapter. However, a rooming or boarding house does not include a hotel, motel, or bed and breakfast establishment/tourist home.

Section "3". This Ordinance takes effect thirty (30) days from the date of adoption.

Current Ordinance Language

Family means either of the following:

- (1) A domestic family. One (1) or more persons living together and related by the bonds of consanguinity, marriage or adoption, together with servants of the principal occupants and not more than one (1) additional unrelated persons, with all of such individuals being domiciled together as a single, domestic, housekeeping unit in the dwelling.
- (2) The functional equivalent of the domestic family. Persons living together in a dwelling unit whose relationship is of a permanent and distinct character and is the functional equivalent of a domestic family, with a demonstrable and recognizable bond which constitutes the functional equivalent of the bonds which render the domestic family a cohesive unit. All persons of the functional equivalent of the domestic family must be cooking and otherwise housekeeping as a single, nonprofit unit. This definition shall not include any society, club, fraternity, sorority, association, lodge, coterie, organization or group where the common living arrangement and/or the basis for the establishment of the functional equivalency of the domestic family is likely or contemplated to exist for a limited or temporary duration. There shall be a rebuttable presumption enforceable by the zoning administrator in the first instance that the number of persons who may reside as a functional equivalent family shall be limited to six (6). Such presumption may be rebutted by application to the planning commission for a conditional use based upon the applicable standards in this chapter.

Rooming and/or boarding house means a building containing rooms for guests in which lodging is provided with or without meals for compensation or on a short-term basis in response to a family crisis, and where no provision is made for cooking in any guestroom.



City Planning Commission

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

PC 09-13 Notice of Public Hearing

The Jackson City Planning Commission and Jackson City Council will hold public hearings to consider text amendments to the City's Zoning Ordinance. This notice was prepared and distributed in accordance with Sec. 103 of the Michigan Zoning Enabling Act (MCL 125.3103).

The request was made by:

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

The Proposed Text Amendments:

The proposed amendments to Section 28-5 of the Zoning Ordinance would alter the definitions of "family" and "rooming or boarding house."

The Effect of Adopting the Text Amendment:

Proposed changes to the definition of "family" would limit the number of unrelated people who can live as the "functional equivalent of the domestic family" to three (3) people in the R-1 and R-2 districts — and four (4) in all other districts — and remove the rebuttal presumption of the zoning administrator. The proposed change in the definition of "rooming and/or boarding house" would replace the 'on a short-term basis' language with 'for definite periods of time;' specify that a rooming house provides kitchen facilities for the use of the residents; and exclude hotels, motels, and bed and breakfast establishments/tourist homes.

Reason for the Text Amendment:

The recent occurrence of unlicensed "group homes" within the City prompted the need for the proposed amendments.

You are invited to attend the public hearings to be held on:
City Planning Commission — Wednesday, August 5, 2009 at 7:00 pm
City Council — Tuesday, September 8, 2009 at 7:00 pm

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

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

By: Grant E. Bauman, AICP
R2PC Principal Planner

Legal Notice

PC 09-13-5



City Planning Commission

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

DRAFT MEETING MINUTES Wednesday, August 5, 2009 Council Chambers, City Hall

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

Members absent: Ryan Doll and Richard Lawson

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

Item 1 Call to order

Chairman Mauldin called the meeting to order at 7:00 p.m.

Item 2 Pledge of allegiance

Those in attendance rose for the pledge of allegiance.

Item 3 Consideration of approval of the July 1, 2009 meeting minutes

A motion was made by Comm. Kubish, and supported by Comm. Colligan, to approve the minutes of the July 1, 2009 meeting, as provided in the agenda packet.

The motion passed by unanimous voice vote.

Item 4 PC 09-10 – Consideration of a conditional use permit amendment request for Queen of Miraculous Medal Church, 811 S. Wisner St.

Mr. Bauman presented the staff recommendation for approval of the proposed addition (i.e., entrance, elevator, stairs, etc.) to the church building (see the PC 09-10 staff recommendation).

Chairman Mauldin opened the public hearing.

Mr. Kevin Cunningham of Cunningham Construction, the contractor for the church, spoke in favor of issuing the permit amendment. Karyn Maddock, 1201 Carleton Blvd., asked why the permit was requested after the beginning of construction, expressed concern about the noise, and asked when the project would be completed. Shanna Fleming, 1012 W. Morrell St., stated that workers were beginning work before 7:00 a.m. and complained about noise. Mr.

Bauman reported on correspondence in support of the issuance of the permit amendment from Art and Marianne Moller and Mary Miller. Correspondence in opposition included an e-mail received from Deb Hayes-Wolfe, 808 S. Wisner.

Chairman Mauldin closed the public hearing.

A motion was made by Comm. Polaczyk and supported by Comm. Kubish to approve the conditional use permit amendment.

The motion passed by the following vote: Yeas - 7 (Colligan, Guidinger, Kubish, Mauldin, Ludwig, Polaczyk and Ross), Nays - 0, Absent – 2 (Doll and Lawson).

Item 5 PC 09-12 – Consideration of a Class A Nonconforming Use Designation request for the John George Home, Inc., 1501 E. Ganson St.

Mr. Bauman presented the staff recommendation of approval for the elevator addition to the John George Home (see the PC 09-12 staff recommendation).

Chairman Mauldin opened the public hearing.

Ms. Carrie Good, John George Home Administrator, spoke in favor of issuing the Class A Nonconforming Use Designation. Mr. Kevin Cunningham, John George Home President, also spoke in favor of the Designation.

Chairman Mauldin closed the public hearing.

A motion was made by Comm. Guidinger and supported by Comm. Kubish to approve the Class A Nonconforming Use Designation request.

The motion passed by the following vote: Yeas - 7 (Colligan, Guidinger, Kubish, Mauldin, Ludwig, Polaczyk and Ross), Nays - 0, Absent – 2 (Doll and Lawson).

Item 6 PC 09-11 – Consideration of a text amendment to Sec. 28-86 of the City’s zoning ordinance

Mr. Bauman presented the staff recommendation to approve the text amendment allowing handicap accessible ramps in the required yards of residential properties (see the PC 09-11 staff recommendation).

Chairman Mauldin opened the public hearing.

No one wished to speak.

Chairman Mauldin closed the public hearing.

A motion was made by Comm. Polaczyk and supported by Comm. Ross to recommend the amendment to the City Council, with the addition of a requirement that a setback of 4 feet be established from the front property line.

The motion passed by the following vote: Yeas - 7 (Colligan, Guidinger, Kubish, Mauldin, Ludwig, Polaczyk and Ross), Nays - 0, Absent – 2 (Doll and Lawson).

Item 7 PC 09-13 – Consideration of text amendments to Sec. 28-5 of the City’s zoning ordinance

Deputy City Attorney Murphy presented the proposed amendments altering the definition of a “family” and a “rooming house” to the planning commission (see staff report PC 09-13). The amendment to the term “family” will revise the functional equivalent of a domestic family to include a total number of occupants, not to exceed three. The current provision of the zoning ordinance states that the number of occupants may not exceed six. In addition, the term “rooming house” is proposed to be revised to read, “a building or dwelling, where for compensation or by pre-arrangement for definite periods of time, lodging or lodging and meals are provided for three or more unrelated persons, A rooming house may provide kitchen facilities for the use of the residence. A single structure containing a combination of any number of apartments or sleeping rooms is a rooming house. A boarding house or lodging house is also a rooming house for the purposes of this chapter. However, a rooming or boarding house does not include a hotel, motel or bed and breakfast establishment/tourist home”.

Chairman Mauldin opened the public hearing.

Karen Maddox, 1201 Carleton Blvd, expressed concern about whether the provision would apply to existing single-family dwellings in R-1 and R-2 zones and the adequacy of the amount of housing accessible to people who may reside in such dwellings. Three persons — William Hasting, Peter Varga, and Doug Smith — who live on or near Highland St. expressed concern about the numbers of unrelated persons living in single-family dwellings and the need to enforce existing laws in this regard.

Chairman Mauldin closed the public hearing.

A motion was made by Comm. Guidinger and supported by Mayor Ludwig to recommend the amendments to the City Council for approval.

The motion passed by the following vote: Yeas - 7 (Colligan, Guidinger, Kubish, Mauldin, Ludwig, Polaczyk and Ross), Nays - 0, Absent – 2 (Doll and Lawson).

Item 8 Discussion on proposed zoning ordinance text amendments regarding cell antennas and towers

Staff discussed the need to amend the City’s zoning ordinance to include definitions for the terms “cell antennas” and “cell towers” and to establish regulations applicable to them.

A motion was made by Mayor Ludwig, and supported by Comm. Polaczyk, to forward a request to the City Council to authorize the Planning Commission to prepare amendments to the zoning ordinance addressing cell antennas and towers.

The motion carried by unanimous voice vote.

Item 9 Comprehensive Plan review – Master Street Plan

City Engineer Dowling discussed the Engineering Department's recommendations concerning the content of the Master Street Plan.

A motion was made by Comm. Polaczyk, and supported by Comm. Guidinger, to accept the recommendations in concept, including the action taken by a previous planning commission, and to authorize staff to continue with the preparation of the Master Street Plan for consideration at a future meeting.

The motion passed by unanimous voice vote.

Item 10 Comprehensive Plan review – Future Land Use Map

Consideration of proposed amendments to the Future Land Use Plan Map was tabled for consideration at a future meeting.

Item 11 Adjournment

There being no further business the meeting was adjourned at 8:50 p.m.

**Charles Reisdorf
Recording Secretary**

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. This includes the City Clerk, City Attorney, and City Assessor who are covered by individual employee agreements which tie-bars their compensation package to any across-the-board pay increases for other non-union employees.

Section 2: As of November 6, 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 the close of business November 6, 2009.

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

* * * * *

Adopted: DRAFT

MEMORANDUM

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

October 14, 2009

To: Christopher W. Lewis, Interim City Manager
From: Sheila Jackson, Labor Relations Technician
Subject: 2009-2010 Wage and Salary Increases for Non-Union Employees

Attached please find the proposed ordinance establishing new compensation schedules for all full-time non-union employees. Please note the City Clerk, City Attorney, and City Assessor are compensated according to their employment agreement which tie-bars their compensation level to any non-union pay increases.

The proposed compensation schedules represent an increase in all steps of 3% from the current year. This is the amount that has been included in the administrative budget for 2009/10.

Ordinance amendments require two readings and adoption at least 30 days prior to becoming effective. Please place this item on the agenda of the October 20, City Council meeting for final adoption.

If you have any questions regarding this matter, please call me.

Attachments

Approved by the City Manager:

CHRISTOPHER W. LEWIS, ESQ
November 8, 2009

**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 10
		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

Adopted: DRAFT



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

DATE: October 14, 2009
TO: Chris Lewis, Interim City Manager
FROM: Jon H. Dowling, P.E., City Engineer
RE: Recommended 2011-2014 TIP

At the August 11, 2009 City Council Meeting, I submitted a list of major streets to the Council seeking their input on the 2011-2014 TIP. We have not been told the amounts of the Federal Funding available at this time. I have added two segments of Ganson that were not on the original list. The revised list is attached. Based on feedback that I received from Council Members, I propose the following list:

<u>Fiscal Year 2011:</u>	<u>Total Construction:</u>	<u>Federal Funds:</u>
High St: Cooper to Losey	\$611,000	\$488,800
<u>Fiscal Year 2012:</u>		
Ganson: West to Steward	\$688,000	\$550,400
Ganson: Wisner to West	\$223,000	\$178,400
Ganson: Steward to Jackson	\$287,000	\$229,600
<u>Fiscal Year 2013:</u>		
Fourth St: Linden to Griswold	\$563,000	\$450,400
<u>Fiscal Year 2014:</u>		
West: Bloomfield to High	\$561,000	\$448,800
West: Morrell to Michigan	\$385,000	\$308,000

With your concurrence, I request that the above list of major streets be submitted for City Council approval.

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

JD:tjs

c: Randall T. McMunn, P.E., Assistant City Engineer
Troy R. White, P.E., Civil Engineer II
Lucy Schultz, Accounting Manager

Proposed City of Jackson Surface Transportation Program Projects (sorted by Paser and ADT)

Priority	Tip Yr	Project Name	Limits	NFC	PASER Ratings	Curb Condition	Traffic Count ADT	Proposed Improvement	Length (miles)	Total		
										Constr Cost	Federal \$	Non Federal \$
1	10	North	Blackstone to Cooper	M	4	Good	7,324	Replace pavement w/ curb repairs, rubber RR X-ing. Sidewalk.	0.41	\$648,000	\$518,400	\$129,600
1	10	North	Lansing to Blackstone	M	5	Fair	8,587	Reconstruct w/ bike lanes	0.24	\$481,000	\$384,800	\$96,200
2	11	High	Cooper to Losey	M	3 & 4	Fair/Good	7,364	Mill & Resurface w/ spot curb repairs, Re-strip for 3 vehicle lanes and bike lanes	0.62	\$611,000	\$488,800	\$122,200
		Washington	East to Elm	C	2 & 3	Poor/None	3,146	Reconstruct w/ bike lanes	0.47	\$692,000	\$553,600	\$138,400
		Fourth	Linden to Griswold	M	3	Poor	7,614	Reconstruct w/ center lane	0.31	\$563,000	\$450,400	\$112,600
		High	Executive to South	M	3	None	5,448	Reconstruct w/ curb and turn lanes where needed, bike lanes, new storm sewer	0.63	\$1,040,000	\$832,000	\$208,000
		Washington	Hupp to East	C	3	Good	5,147	Mill & Resurface	0.31	\$329,000	\$263,200	\$65,800
		North	Edgewood to Elm	M	3	Fair	4,067	Reconstruct w/ bike lanes	0.25	\$507,000	\$405,600	\$101,400
		Ganson	West to Steward	P	4	Poor/Fair	10,056	Reconstruct w/ 3 vehicle lanes, bike lanes	0.36	\$688,000	\$550,400	\$137,600
		Randolph	Brown to High	M	4	Poor	3,322	Reconstruct w/ blvd and new curb. 1 vehicle lane and bike lane each direction, build storm sewer.	0.37	\$673,000	\$538,400	\$134,600
		Mechanic	Morrell to Washington	C	4	Poor/Fair	1,512	Reconstruct w/ bike lanes	0.38	\$761,000	\$608,800	\$152,200
		West	Bloomfield to High	M	4 - 5	Good	12,199	Reconstruct w/ SB right turn lane at Kibby	0.28	\$561,000	\$448,800	\$112,200
		Wisner	Wildwood to Ganson	M	4 - 5	Fair	15,097	Replace pavement w/ curb repairs	0.21	\$293,000	\$234,400	\$58,600
		North	Lincoln to Lansing	M	4 - 6	Fair	8,133	Reconstruct w/ bike lanes	0.29	\$634,000	\$507,200	\$126,800
		Wisner	Morrell to Michigan	C	4 - 6	Poor	3,080	Reconstruct. New sidewalk west side Morrell to Carlton.	0.51	\$838,000	\$670,400	\$167,600
		West	Morrell to Michigan	M	5	Good	12,746	Mill & Resurface	0.51	\$385,000	\$308,000	\$77,000
		Wisner	Argyle to Boardman	M	5	Good	9,475	Replace pavement, build sidewalk on west side	0.71	\$1,030,000	\$824,000	\$206,000
		Francis	Morrell to Washington	P	5	Poor/Fair	7,993	Reconstruct w/ 3 vehicle lanes, bike lanes	0.38	\$829,000	\$663,200	\$165,800
		Brown	Randolph to Morrell	M	5	None	6,154	Reconstruct w/ curb, 3 vehicle lanes, bike lanes, & sidewalk on east side	0.57	\$1,011,000	\$808,800	\$202,200
		High	Randolph to West	M	5	Good	5,933	Replace pavement w/ curb repairs	0.17	\$212,000	\$169,600	\$42,400
		Blackstone	Washington to Pearl	M	5	Fair/Good	5,609	Thin Mill & Resurface	0.20	\$167,000	\$133,600	\$33,400
		Greenwood	Morrell to Wilkins	M	5	Fair/Good	5,594	Mill & Resurface w/ partial curb repl	0.16	\$219,000	\$175,200	\$43,800
		High	Milwaukee to Cooper	M	5	Fair/Good	4,677	Mill & Resurface w/ curb repairs	0.39	\$385,000	\$308,000	\$77,000
		Blackstone	Franklin to Washington	M	5	Fair	3,523	Mill & Resurface w/ curb repairs	0.12	\$131,000	\$104,800	\$26,200
		Blackstone	Morrell to Franklin	M	5	Good	3,523	Mill & Resurface w/ curb repairs	0.25	\$249,000	\$199,200	\$49,800
		Franklin	Grinnell to Brown	C	5	Poor	2,017	Reconstruct 1 vehicle and bike lane.	0.44	\$817,000	\$653,600	\$163,400
		Morrell	Greenwood to Francis	M	5 - 6	Good	7,719	Mill & Resurface	0.36	\$333,000	\$266,400	\$66,600
		Fourth	Morrell to Michigan	C	5 - 6	Good	2,585	Thin Mill & Resurface	0.51	\$253,000	\$202,400	\$50,600
		Steward	Wildwood to Lansing	M	4 & 5	Good	6,542	Convert to 2-Way, Thin Mill & Resurface, Relocate RR Signal, New Traffic Signal	0.74	\$439,000	\$351,200	\$87,800
		Ganson	Wisner to West	P	6	Good	9,589	Mill & Resurface	0.25	\$223,000	\$178,400	\$44,600
		Ganson	Steward to Jackson	P	6	Good	10,816	Mill & Resurface	0.38	\$287,000	\$229,600	\$57,400
		Blackstone & Lansing	Glick to Ganson	M	7	Good	5,868	Convert to 2-Way. Widen Glick to VanBuren, Thin Mill & Resurface rest, New rubber RR Crossing & Signal, New Traffic Signal	0.42	\$592,000	\$473,600	\$118,400
		Lansing	Ganson to Steward	M	7	Good	5,450	Convert to 2-Way & add center lane	0.31	\$526,000	\$420,800	\$105,200

National Functional Classifications (NFC)

P = Principal Arterial
M = Minor Arterial
C = Urban Collector

Totals 12.52 \$17,407,000 \$13,925,600 \$3,481,400



Department of Community Development

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

Facsimile (517) 768-5832

Administrative Services
(517) 788-4060

Building Inspection
(517) 788-4012

Rehabilitation Services & Information
(517) 788-4070

TO: Christopher Lewis, Interim City Manager
DATE: October 13, 2009
FROM: Carol L. Konieczki, Community Development Director
SUBJECT: Award of Bid for Rehab Project at 308 Ellery

Rehab Specialist Cliff Winslow requested bids through the Purchasing Department for an owner-occupied Community Development rehab project at 308 Ellery. The Community Development Department has analyzed the bids submitted and arrived at a recommendation on bid award.

Six contractors attended the mandatory pre-bid walk through and four submitted completed bids for the project. The bid tabulations are attached for your review. At this time, in concurrence with the recommendation of the Community Development Department, we are requesting authorization to present to City Council the following recommendation of bid award:

Project	Awardable Contractor	Amount
308 Ellery	Alpha & Omega Construction Co.	\$23,995.00

The homeowners have been pre-qualified to receive funding through a CDBG or HOME rehab loan. Funding for this case is \$12,285 (Code), and \$11,710 (Lead). This project is required to obtain a current installation floater on its general liability policy.

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

CLK:sc

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



Bid Tabulation
for
Housing Rehabilitation
at
308 Ellery

Item #	Description	Location	Code	Rehab Inspector Estimate	Alpha & Omega Construction Co.	At A Moments Notice	Concept Construction	Harrison Builders LLC
					340 Burt Avenue Jackson, MI 49201	209 W. Washington, Suite 182 Jackson, MI 49201	1619 Cascade Ct. Jackson, MI 49203	916 Homewild Jackson, MI 49201
					Unit Price	Unit Price	Unit Price	Unit Price
1	Vinyl Siding	House	C	5,000.00	6,200.00	4,875.00	5,090.00	6,000.00
2	Lead		L	1,000.00	675.00	1,500.00	2,000.00	1,800.00
3	Paint Foundation	House	L	200.00	475.00	200.00	315.00	200.00
4	Lead		L	50.00	50.00	100.00	65.00	100.00
5	Lead Work - Trim, Columns, Rail Cap, Lower Rail and Porch Floor	E. Porch	L	300.00	575.00	450.00	345.00	400.00
6	Handraill Public to Service Walk		C	150.00	200.00	235.00	110.00	100.00
7	Tuckpoint - Bricks, Slabs and Steps	E. Porch	C	100.00	175.00	120.00	65.00	100.00
8	Combination Door	East	C	185.00	225.00	175.00	210.00	200.00
9	Gutterwork - Downspout	House	C	350.00	225.00	600.00	455.00	300.00
10	Soffit Repair	North	C	25.00	25.00	0.00	65.00	50.00
11	Cellar Windows - 2N - 2W - 2S	House	L	600.00	1,000.00	1,200.00	910.00	1,000.00
12	Lead		L	400.00	350.00	300.00	200.00	680.00
13	Vinyl Siding	Garage	L	1,200.00	1,200.00	1,400.00	1,510.00	1,000.00
14	Lead		L	200.00	100.00	300.00	200.00	800.00
15	Soffit "Include E. Porch Ceiling"	Garage	C	600.00	750.00	400.00	940.00	300.00
16	Lead		L	100.00	100.00	200.00	200.00	300.00
17	Vinyl Slider Win - (1) W - (1) South	Garage	L	250.00	550.00	400.00	470.00	500.00
18	Lead		L	75.00	50.00	175.00	100.00	140.00
19	Garage Door	Garage	L	650.00	675.00	700.00	925.00	500.00
20	Lead		L	100.00	100.00	100.00	175.00	500.00
21	Threshold - Door Stop, Re-key Door	Foyer	L	125.00	150.00	75.00	165.00	50.00
22	Lead		L	75.00	25.00	25.00	55.00	50.00
23	Ceiling Repair	Foyer	C	25.00	125.00	120.00	25.00	50.00
24	Vinyl Win (1) N, (1) E	Living room	C	400.00	475.00	450.00	470.00	500.00
25	Lead		L	50.00	100.00	125.00	100.00	140.00
26	Vinyl Win (1) S, (1) E	Dining Room	C	400.00	475.00	400.00	470.00	500.00
27	Lead		L	50.00	100.00	200.00	100.00	140.00
28	Vinyl Window (1) N Double Hung, (1) W Slider	Den	L	400.00	450.00	400.00	470.00	500.00

Bids are broken down to utilize/identify funding sources

L = Lead based paint hazard elimination work

C = Code requirement repair

I = Incipient Item

Bid Tabulation
for
Housing Rehabilitation
at
308 Ellery

Item #	Description	Location	Code	Rehab Inspector Estimate	Alpha & Omega Construction Co.	At A Moments Notice	Concept Construction	Harrison Builders LLC
					340 Burt Avenue Jackson, MI 49201	209 W. Washington, Suite 182 Jackson, MI 49201	1619 Cascade Ct. Jackson, MI 49203	916 Homewild Jackson, MI 49201
					Unit Price	Unit Price	Unit Price	Unit Price
29	Lead		L	50.00	100.00	200.00	100.00	140.00
30	Handrail W/Bakcer Board, 2 Sections, Upstairs Stairway		C	150.00	200.00	115.00	210.00	140.00
31	Vinyl Win (2) W. Tempered Upstairs Stairway		L	650.00	575.00	500.00	510.00	600.00
32	Lead		L	150.00	75.00	200.00	200.00	125.00
33	Hook and Eye for Bath Door Upstairs	Bath	C	10.00	10.00	0.00	15.00	10.00
34	Vinyl Win (2) E, (1) S	SE Bedroom	L	600.00	700.00	600.00	700.00	800.00
35	Lead		L	150.00	100.00	275.00	155.00	160.00
36	Vinyl Win (2) E, (1) N	NE Bedroom	L	600.00	725.00	600.00	700.00	800.00
37	Lead		L	150.00	100.00	275.00	155.00	160.00
38	Adjust (2) Passage Sets	NE Bedroom	C	30.00	50.00	50.00	85.00	40.00
39	Vinyl Win (1) N, (1) W	NE Bedroom	L	400.00	450.00	400.00	470.00	500.00
40	Lead		L	50.00	50.00	200.00	100.00	140.00
41	Handrail	Attic	C	75.00	100.00	80.00	65.00	80.00
42	Vinyl Win (3) West	Attic	L	450.00	735.00	575.00	700.00	800.00
43	Lead		L	150.00	75.00	300.00	150.00	160.00
44	Lead Work, Wall, Ceiling, Sill Plate, Risors, Stringers	Basement Stairways	L	700.00	700.00	1,000.00	965.00	700.00
45	Clearance Test	All	L	600.00	600.00	800.00	650.00	900.00
46	Plumbing		C	1,250.00	500.00	350.00	1,195.00	1,195.00
47	Electrical		C	2,750.00	2,550.00	2,650.00	2,601.00	2,701.00
	Total			22,025.00	23,995.00	24,395.00	25,931.00	27,051.00
			C	11,500.00	12,285.00	10,620.00	12,071.00	12,266.00
			L	10,525.00	11,710.00	13,775.00	13,860.00	14,785.00

Bids are broken down to utilize/identify funding sources

L = Lead based paint hazard elimination work

C = Code requirement repair

I = Incipient Item



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

DATE: October 14, 2009
TO: Chris Lewis, Interim City Manager
FROM: Jon H. Dowling, P.E., City Engineer
RE: Contract Award Request, DPW Roof

On October 14, 2009 bids were opened in the Purchasing Department for the DPW roof contract. This contract is for the removal and replacement of the roof for the DPW Building. The architect's estimate for the work is \$175,000. Bids were received as follows:

Great Lakes Systems, Inc., Jenison, MI	\$157,200
Roofcon Inc., Brighton, MI	\$161,700
McDonald Roofing and Sheet Metal, Jackson, MI	\$182,966
Sheriff-Goslin Company, Jackson, MI	\$195,187
Quality Roofing, Ann Arbor, MI	\$201,800
ECKO, Inc., Dearborn, MI	\$246,700

In concurrence with the Purchasing Agent, along with the attached recommendation from our architect, Jeannette Woodard of Woodard and Associates, it is the recommendation of the Department of Engineering that the contract be awarded to Great Lakes Systems, Inc., Jenison, Michigan at their low bid of \$157,200. This project will be paid from the Motor Pool and Garage funds. With your concurrence, I request that this award be submitted to City Council for their approval and that the Mayor and the City Clerk to be authorized to sign the contract documents.

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

JD:tjs

c: Randall T. McMunn, P.E., Assistant City Engineer
Lynn Fessel, Purchasing Agent
Shelly Allard, Purchasing Coordinator
Lucy Schultz, Accounting Manager

WOODARD  ASSOCIATES
ARCHITECTS INC

October 14, 2009

Mr. John Dowling
City of Jackson, MI
161 W. Michigan
Jackson, Michigan 49201

RE: Project 1473 - New Roof for the DPW Building For the City of Jackson

Dear Mr. Dowling:

Following is a recap of the bid opening for the above named project which was conducted on October 13, 2009 in accordance with the Instructions to Bidders.

A total of six all work of all trades bids for the above named project were opened and publicly read.

The low base bid for all work of all trades was received from Great Lakes Systems, Inc, 2286 Port Sheldon Court, Jenison, MI in the amount of \$157,200.00. The proposed Roofing systems are approved by the specifications.

We have contacted references, provided by the contractor, and found received only positive responses (see attached)

When Dave Postma, Estimator, of Great Lakes Roofing was asked if he would sign a contract, he indicated that he would.

Based upon the above, we believe that Great Lakes Roofing is capable and qualified to do the work of re-roofing the City of Jackson Department of Public Works Building and we have no objections to the City of Jackson awarding a construction contract to Great Lakes Roofing on the basis of their low base bid for all work of all trades in the amount of \$157,200.00.

We thank you for the opportunity to be of service. If you have any questions, please do not hesitate to call.

Sincerely,

Jeannette Woodard

cc; Shelly Allard
Enclosure

ph: 517-789-7147

fax: 517-789-0270



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

DATE: October 16, 2009
TO: Christopher W. Lewis, Interim City Manager
FROM: Jon H. Dowling, P.E., City Engineer
RE: Amendment No. 1 to Alpine Engineering for Topographic Mapping Services

At the JACTS Policy Committee meeting Thursday, October 15, 2009, it was announced there was additional funding from the American Recovery and Reinvestment Act (ARRA). After the meeting, I met with Steve Duke, Transportation Planner, Region 2 Planning Commission and Joe Michalsky, Engineering Director, Jackson County Road Commission, to discuss the use of approximately \$319,000 remaining in ARRA (Stimulus) Funds. This surplus comes from bids on our current projects that were lower than expected. Construction plans must be submitted to MDOT by mid-December in order to "obligate" the funds by the early March deadline. The only project on the current Traffic Improvement Plan (TIP) that would fit the funding amount and could be ready in the time frame given is Argyle Street from Wisner Street to West Avenue. To move on this additional project while the department technicians are still inspecting our current projects, we are requesting to add the base survey and mapping to the existing topographic mapping services contract.

On June 9, 2009, City Council approved awarding the contract for topographic mapping services for street, sewer, and water projects to Alpine Engineering, Inc., Novi, MI. The original scope of services included surveying a total of 3.8 miles of street right-of-way at 13 separate locations throughout the City. The original contract, which did not include Argyle Street, was for \$34,800. The price of the additional work for the Argyle Street project will be \$3,400.

It has also been determined that a survey is needed for the detailed design of ADA compliant sidewalk ramps along the Grand River ArtsWalk. Alpine Engineering has proposed to do this additional work for \$1,500. The additional cost will be paid from the Major Street Construction Fund.

With your concurrence, I request that Amendment No. 1 to the Topographic Mapping Services contract with Alpine Engineering in the amount of \$4,900 be approved by City Council and the City Engineer and City Manager be authorized to sign the documents.

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

JD:tjs

c: Randall T. McMunn, P.E., Assistant City Engineer
Troy R. White, P.E., Civil Engineer II
Lynn Fessel, Purchasing Agent
Lucy Schultz, Accounting Manager



City Planning Commission

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

October 20, 2009

Honorable Mayor and City Council
City of Jackson, Michigan

Subject: **PC 09-15 – Consideration of a zoning ordinance amendment pertaining to cell towers and cell antennas**

Dear Mayor and Councilpersons:

The City Planning Commission recently tabled consideration of a recommendation on text amendments regarding cell towers and cell antennas. Accordingly, the public hearing before City Council on October 20, 2009 has been cancelled.

Please contact me at 768-6711 if you have any questions.

Sincerely,

Grant E. Bauman, AICP
Principal Planner

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



MEMORANDUM

DATE: October 14, 2009
TO: Christopher W. Lewis, Interim City Manager
FROM: Elmer J. Hitt, Staff Sergeant
SUBJECT: City Council Meeting Agenda Request

As you requested, this memorandum provides detailed information regarding the Michigan Energy Efficiency & Conservation Block Grant Program. Under this program, the City of Jackson is eligible to receive a maximum of \$137,069 to improve energy efficiency in the police and fire departments. The deadline for the grant is October 22, 2009 at 5:00 p.m.

In preparation for potential energy grant requests being solicited, the Police and Fire Departments each had energy assessments conducted by the "ES Services Company" which is a subsidiary of Consumers Energy. Recommendations from the assessments included replacing the boiler system at the Police Department, and insulating and replacing heat registers throughout Fire Station #1.

The costs of the projects are estimated to equal the total amount of the available grant monies. Obviously, the work will be bid out.

Please feel free to contact either Acting Fire Chief Beyerstedt or myself if you have any questions.

October 8, 2009

Mayor Jerry Ludwig
City of Jackson
161 W. Michigan Ave.
Jackson, MI, 49201

Dear Mayor Ludwig:

At its September 16 Business Meeting the LifeWays Board of Directors voted unanimously to approve a Resolution in opposition to the City of Jackson's proposed Zoning Ordinance to amend the definition of "Family" and "Rooming House." Please provide copies of the Resolution to City Council members with your October 20 meeting agenda packet.

Thank you for this opportunity to express our concern and opposition to this proposed action, which would constitute a violation of the Civil Rights of many Jackson City residents.

Sincerely,

Julianne North
Julianne North, Chairperson

William Bockwitz
William Bockwitz

Michael Hoover
Michael Hoover

Gail W. Mahoney
Gail W. Mahoney

Jeffrey Peterson
Jeffrey Peterson

Jim Shotwell, Sr.
Jim Shotwell, Sr.

Robert McNitt
Robert McNitt, Vice-Chairperson

Bradley Bohner
Bradley Bohner

Kenneth Lautzenheiser
Kenneth Lautzenheiser

Monica Moser
Monica Moser

Al Ringenberg
Al Ringenberg

Edward Woods
Edward Woods

cc: Christopher Lewis, Interim City Manager
Frank Weathers, Deputy City Manager

Joanne Sheldon, MHSA
Chief Executive Officer



Michigan Association
of Community Mental
Health Boards



National Council of
Community Mental
Health Centers



of Jackson County
An Equal Opportunity
Employer

**A RESOLUTION IN OPPOSITION TO THE
CITY’S PROPOSED ZONING ORDINANCE
TO AMEND THE DEFINITION OF “FAMILY” AND “ROOMING HOUSE”**

WHEREAS, the City of Jackson, Michigan proposes text amendments to Section 28-5 of the Zoning Ordinance to Amend the Definition of “Family” and “Rooming House” with the first proposed amendment to the zoning ordinance limiting the number of people living as “the functional equivalent of a domestic family” — part of the definition of a “family” — to three people or less, and the second proposed amendment to the zoning ordinance makes revisions to the definition for “rooming house”; and the proposed changes to the definition of “family” would limit the number of unrelated people who can live as the “functional equivalent of the domestic family” to three (3) people in the R-1 and R-2 districts — and four (4) in all other districts; and

WHEREAS, the stated reason is: “the recent occurrence of unlicensed “group homes” within the City prompted the need for the proposed amendments”; and

WHEREAS, the targeted “unlicensed group homes” includes Semi-Independent Living Placements;

WHEREAS, the intention of this action demonstrates bias, discriminatory behavior against the most vulnerable individuals in our community who are Constitutionally entitled to live without prejudice in homes of their choosing; and

WHEREAS, Michigan’s Mental Health Code mandates that persons with disabilities are entitled to live in the least restrictive environment possible;

WHEREAS, Michigan Mental Health Code also mandates that persons with disabilities are to be integrated into their communities as much as possible; and

WHEREAS, the Americans with Disabilities Act protects people with disabilities from discriminatory zoning decisions, and the Federal Government’s Fair Housing Act makes it unlawful to utilize land use policies or actions that treat groups of persons with disabilities less favorably than groups of non-disabled persons, such as prohibiting housing for persons with disabilities or a specific type of disability, such as mental illness, from locating in a particular area, while allowing other groups of unrelated individuals to live together in that area; and

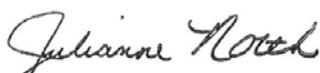
WHEREAS, the proposed Amendment of the City of Jackson Zoning Ordinance is in direct conflict with the above statutes and is contrary to the efforts of local judges, law enforcement officials, mental health service providers, prosecutors, and other community leaders who have all sought to improve services and to support the critical role that a community plays in caring for people affected by mental illness and developmental disabilities; and

WHEREAS, LifeWays’ mission includes a vision of a future in which people with mental illnesses pursue optimal health, happiness, recovery, and a full and satisfying life in the community with access to a range of services, supports, and resources to all individuals, including residents of group homes;

NOW THEREFORE, BE IT RESOLVED BY THE BOARD OF DIRECTORS OF LIFEWAYS – THE JACKSON-HILLSDALE COMMUNITY MENTAL HEALTH BOARD hereby strongly expresses its opposition and condemns the City Council’s attempt to amend the City of Jackson Zoning Ordinance and demands that the Jackson City Council take no action to amend the Zoning Ordinance for the reason any action demonstrating bias against a certain group of individuals displays a discriminatory attitude and practice; that members of the City Council and the City Planning Commission are encouraged to remember that chief among the “inalienable rights” of **every** individual as provided in the United States Declaration of Independence, are that of life, liberty, and the pursuit of happiness.

Signed:

LifeWays Board of Directors
Represented by



Julianne North, Chairperson

LifeWays Administration
Represented by



Joanne Sheldon, Chief Executive Officer



Cemeteries, Forestry & Parks

2615 Francis St. - Jackson, MI 49203
Telephone: (517) 788-4078 — Facsimile: (517) 780-4776

October 12, 2009

Mr. Christopher Lewis
Interim City Manager
City of Jackson, Michigan

COUNCIL INFORMATIONAL ITEM:

SUBJECT: Receipt of Tree Planting Grant in the amount of \$2,498.00 from Consumers Energy and the Michigan Forestry and Park Association

I am pleased to inform you that the City of Jackson Forestry Department has been awarded a grant in the amount of \$2,498.00 for the planting of trees this fall.

These monies have been awarded to assist with the cost of planting trees where Ash trees have been removed over the past two years. A total of 50 trees are planned to be planted along Kibby Road near Cascades Park and along W. Hickory Road near Ella Sharp Park.

I have attached the Narrative Summary and Planting Details to provide additional detail of the proposed work for your review.

Feel free to contact me with any questions or additional information.

Respectfully submitted,

Thomas Steiger
Superintendent of Cemeteries, Forestry
and Parks

Attachments

cc: James Parrott, Director of Parks, Recreation and Grounds

CONSUMERS ENERGY FORESTRY OPERATION
2009 COMMUNITY TREE PLANTING GRANT PROGRAM

Narrative Information:

The “purpose of the project” is primarily dedicated to the replacement of Ash tree species lost as the result of Emerald Ash Borer infestation. Hundreds of ash trees have been removed in Jackson in the past three years. Our recent General Fund allotments for planting have not kept pace with removals required.

There are two targeted areas for the plantings of approximately 25 trees in each area (50 trees total) that are perhaps the highest “visibility” areas in Jackson. One being Kibby Rd., the main thoroughfare leading into Cascades County Park, the other, W. Hickory Rd. that intersects Ella W. Sharp City Park. Both of these parks see hundreds, if not thousands of visitors daily, and could prove to be excellent educational areas for tree plantings encouraging “Right Tree, Right Place”, as well as native species and environmental considerations when planting trees.

First, the Kibby Rd. Boulevards do have overhead power distribution lines (primary distribution along west side, secondary that cross boulevards to east side), where tree species of varying mature heights can be used within appropriate clearances of utilities.

Secondly, W. Hickory Rd adjacent Ella Sharp Park Golf Course contains no utility service lines however would lend itself as an excellent area to demonstrate native tree species. Plantings could be arranged with a diversity larger hardwoods blended with under-story trees creating a natural buffer using a variety of trees

This proposal uses City of Jackson Forestry staff to perform the planting of trees, we are not seeking assistance from any other organizations or volunteer groups. Therefore, the “Total Project Cost” of \$9570 reflects estimated material and supply costs plus crew labor for one 40 hour week,ie:

50	2.5” d.b.h. B&B Shade and ornamental trees	\$6,250
	COMPOST / FERTILIZER / MULCH	\$250
	EQUIPMENT / OVERHEAD	\$750
	One week (40 hours) labor for crew:	
	Foreman @ \$20/hr	\$800
	Operator @ \$18/hr	\$720
	2 Laborers @ \$10/hr	\$800
		<u>\$2320</u>
	TOTAL	\$9570

Tree List:

KIBBY RD.

Crabapple species	Malus flor. 'Donald Wyman'	2.5 " dbh	9qty
Thornless Honeylocust	Gleditsia tri. 'Skyline'	2.5" dbh	8qty
Red Maple	Acer rubrum	2.5" dbh	8qty

TOTAL 25qty

W. HICKORY RD.

Swamp White Oak	Quercus bicolor	2.5" dbh	8qty
Shagbark Hickory	Carya ovata	2.5" dbh	7qty
Downy Serviceberry	Amelanchier sp.	2.5" clump	5qty
Eastern redbud	Cercis canadensis	2.5" dbh	5qty

TOTAL 25qty

Site Plan:

On Kibby Rd. boulevards there have been approximately 25 Ash trees removed in the past two years. There remains an assortment of Crabapple, Honeylocust, and Red Maple with open areas where the Ash were. This proposal request replanted with stated species using the Crabapples under the secondary distribution lines and arranging the Maples and Honeylocust in groupings to fill the open areas and to somewhat match the existing trees.

On W. Hickory there are no overhead utility lines however, nearly 35 large Ash trees were removed along the western fence line that borders the golf course. This proposal requests planting groupings of Swamp White Oak and Shagbark Hickory with serviceberry and Redbud planted close by to create a "native" buffer of typical Michigan hardwood trees and flowering under story trees. This type of planting would blend well with the park and fill in the buffer that was lost along the golf course.

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



MEMORANDUM

DATE: October 1, 2009

TO: Christopher Lewis
Interim City Manager

FROM: Matthew R. Heins
Chief of Police

SUBJECT: September Manager's Report

Chief Matthew Heins

- Attended:
 - Meeting with Neeta Delaney regarding Foreclosure Coalition
 - Meeting regarding In-Service Training
 - JNET Board Meeting
 - End of Probation Meetings
 - Sergeant Tim Hibbard
 - Officer Kyle Ruge
 - Michigan Pistol Shoot
 - Meeting with Glenn Spice regarding Open Carry of Firearms
 - Pre-Determination Meetings for two employees
 - Area Chiefs Meeting
 - Meeting with City Manager and Personnel & Labor Relations Director regarding Jackson Fire Department
 - Meeting with Frank Berkemeier regarding drug issues on Third St.
 - Early Childhood Education Presentation
 - Meeting with Sergeant Carter and Reserve Captain Acker regarding Reserve Lieutenant promotion
 - Grievance meeting for POLC-NS
 - Meeting with POLC-S president
 - Safe Community Planning Team Meeting
- Appeared on Bart Hawley
- 8 hours of vacation
- 24 hours of training

Deputy Chief John Holda

- Attended:
 - Pension Board Meeting –ACT 345
 - Department Head Meetings
 - City Council Meeting
 - Policy Review Meeting
 - Area Chief's Meeting
 - Community Corrections Advisory Board Meeting
 - Homeless Summit Meeting- Queen's Church
 - Safe Community Planning – Jackson County
- Two employee grievances from POLC-NS union
- Two pre-determination meetings from Internal Investigation IJ-09-03

Lt. Aaron Kantor

- Attended:
 - Advisory Council meeting at OEM
 - Mental Health Court meeting
 - Meeting with LifeWays to outline mental illness training for our officers
 - Meeting with IT representatives from the County and Police Dept. to address problems with the AS 400
 - Neighborhood Associations of Michigan annual conference at Baker College.
 - H1N1 presentation at the Jackson County Health Department
 - SRT Training
- Participated in Special Olympics Torch Run
- Participated in the John George Home fundraiser at the Outback Steakhouse
- Other update information:
 - Working with the City Attorney's office to amend two additional City ordinances.
 - Obtained a draft for new ordinance language for the dangerous weapon ordinance.
 - Met with State Electronics and JPD representatives about switching from telephone lines to fiber optic lines.
 - Detectives continue investigating a child abuse/homicide case involving a 10 month old, who died of his injuries.
 - Chad Edwards has been working on a lighting efficiency project to make JPD more energy efficient.
 - B & Es were reviewed due to the large number of incident occurring in the southwest part of the City.

Lt. Christopher Simpson

- Attended:
 - Sexual Assault Task Force meeting
 - In Service Training meeting
 - Traffic Safety Committee meeting
 - JPSP meeting and presentation STEP program
 - HRC meeting

- OSHP grant meeting for grant approval
- Early Childhood seminar
- John George fundraiser
- Human Service Coordinating Alliance Meeting
- Evaluation Committee meeting