



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 21, 2008

7:00 p.m.

1. Call to Order.
2. Pledge of Allegiance – Invocation by John Polaczyk, 6th Ward City Councilmember.
3. Roll Call.
4. Adoption of Agenda.
5. **Presentations/Proclamations.**
 - A. Mayor will read a proclamation proclaiming the week of November 2 through November 8, 2008, as City Employee Recognition Week.
6. **Citizen Comments. (3-Minute Limit)**
7. **Consent Calendar.**
 - A. Approval of the minutes of the regular City Council meeting of October 7, 2008.
 - B. 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 Flag Ceremony and Memorial Service at Withington Park on Tuesday November 11, 2008, beginning at 10:30 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.)
 - C. Approval of the request from the Salvation Army to conduct its annual Christmas Kettle solicitation in the City from Friday, November 14, 2008, through Wednesday, December 24, 2008.
 - D. Approval of the request to extend support for the funding of Employee Recognition Week activities, in accordance with the recommendation of the Personnel Director and the City Manager.
 - E. Approval of the offer to purchase City-owned property located at 208 E. Morrell St., (5.0591), in the amount of \$500.00, and to negotiate a Development Agreement due to the reduced selling price and poor condition of the property, and authorization for the Mayor and City Clerk to execute the appropriate document(s) subject to the approval and minor modifications by the City Attorney, in accordance with the recommendation of the Community Development Director.
 - F. Approval of the offer to purchase City-owned property located at 407 S. Blackstone (vacant lot), (4-0231.5), in the amount of \$405.00, waive a Development Agreement on the condition that the lot be combined with the purchaser's property, and authorization for the Mayor and City Clerk to execute the appropriate document(s), subject to approval and minor modifications by the City Attorney, in accordance with the recommendation of the Community Development Director.

- G. Referral of an application to the City Planning Commission from Right Direction, LLC dba The Car Company to rezone property located at 616 N. Wisner Street from R-2 to C-4.
- H. Receipt of the City of Jackson's summary of revenue and expenditures for three (3) months ended, September 30, 2008.
- I. Receipt of the City Treasurer's quarterly report for the first quarter of Fiscal Year 2008-2009 ending September 30, 2008.
- *J. Approval of Traffic Control Order (TCO) No. 1989 for the installation of "Blind Child Area" signs on Webster Street between Elmwood Avenue and Oakdale Avenue, in accordance with the recommendation of the City Engineer.
- *K. Approval of payment of the Region 2 Planning Commission invoice, in the amount of \$14,280.47, for planning services for the month of September 2008, in accordance with the recommendation of the City Manager.

8. **Committee Reports.**

- A. Receipt of the City Affairs Committee Report.

9. **Appointments.**

- A. Approval of the Mayor's recommendation to appoint William Howell Wynne to fill a vacancy on the Zoning Board of Appeals beginning immediately and ending December 31, 2010.
- B. Approval of the Mayor's recommendation to reappoint Bill Benedetto to the Building Code Board of Appeals for a three-year term beginning immediately, and ending October 13, 2011.

10. **Public Hearings.**

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

- A. Public hearing on Special Assessment Roll No. 4167 for delinquent miscellaneous General Fund Accounts Receivable.
 - 1. Resolution confirming Special Assessment Roll No. 4167.
- B. Public hearing on Special Assessment Roll No. 4168 for delinquent miscellaneous Community Development Block Grant Fund Accounts Receivable.
 - 1. Resolution confirming Special Assessment Roll No. 4168.
- C. Public hearing on Special Assessment Roll No. 4169 for delinquent miscellaneous Wastewater Fund Accounts Receivable.
 - 1. Resolution confirming Special Assessment Roll No. 4169.
- D. Public hearing on Special Assessment Roll No. 4170 for delinquent miscellaneous Water Fund Accounts Receivable.
 - 1. Resolution confirming Special Assessment Roll No. 4170.
- E. Public hearing on Special Assessment Roll No. 4171 for delinquent miscellaneous Public Works Fund Accounts Receivable.
 - 1. Resolution confirming Special Assessment Roll. No. 4171.
- F. Public hearing on Special Assessment Roll No. 4172 for delinquent miscellaneous Building Department Fund Accounts Receivable.
 - 1. Resolution confirming Special Assessment Roll No. 4172.

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

11. **Resolutions.**

- A. Consideration of a resolution establishing the hours of 6:00 p.m. to 8:00 p.m. on Friday, October 31, 2008, for Halloween trick or treating, and urging residents to turn porch lights on between said hours.
- B. Consideration of a resolution to enter into a cost-participation contract with the Michigan Department of Transportation for construction work on Wildwood Avenue between Daniel Street and North West Avenue, in the estimated total amount of \$1,012,800.00 with the State share being \$462,000.00 and the City share being \$550,800.00, and

authorization for the Mayor and City Clerk to execute the appropriate document(s), in accordance with the recommendation of the City Engineer.

12. **Ordinances.**

13. **Other Business.**

14. **New Business.**

- A. Consideration of the request to approve Change Order No. 1 to the contract with Baseline Constructors Inc., increasing the amount by \$45,565.28, for a total contract amount of \$643,565.28, for extra work and or supplied extra items for the Wastewater Treatment Plant Improvements, and authorization for the City Manager and the Director of Sewage Treatment and Facilities to execute the appropriate document(s), in accordance with the recommendation of the Director of Sewage Treatment and Facilities.
- B. Consideration of the request to approve the low bid award to Tri-County International Trucks, in the amount of \$64,539.96, to purchase a 2009 International Cab & Chassis truck, in accordance with the recommendation of the Director of Public Services.
- C. Consideration of the request to approve the proposal of Tetra Tech, Inc., to conduct a combined comprehensive rate study of the City wastewater and water utilities in an amount not to exceed \$49,609.00.
- D. Consideration of a report from the City Manager related to funding for maintenance and reconstruction of local streets.

15. **City Councilmembers' Comments.**

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

17. **Adjournment.**

* Item changed, added or deleted.

PROCLAMATION

WHEREAS, all citizens of this community are proud to say, "We Like It Here," when talking about Jackson; and

WHEREAS, an important reason we can say this is the existence of a dedicated corps of City employees who constantly labor to deliver quality services to the people of this community; and

WHEREAS, over the years there have been many instances where outstanding and meritorious service has been rendered by these public servants; and

WHEREAS, it has been determined by the City Council that City employees as a group should be honored and recognized for their many contributions to the betterment of this community; and

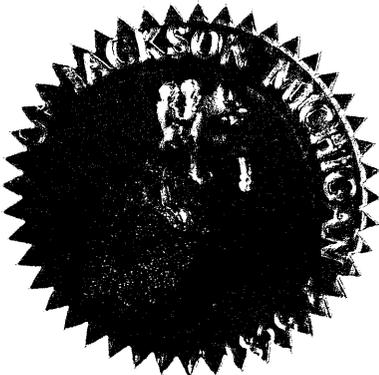
WHEREAS, the City Council has determined that it wishes to do so.

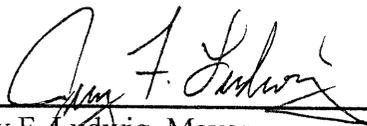
NOW, THEREFORE, I, JERRY F. LUDWIG, Mayor of the City of Jackson, Michigan, by virtue of the power vested in me under the Charter of the City, do hereby proclaim the week of November 2 through November 8, 2008 as:

CITY EMPLOYEE RECOGNITION WEEK

in the City of Jackson. During this week, I urge all citizens of this community to reflect upon the many valuable contributions toward community betterment made by its employees.

IN WITNESS WHEREOF, I have hereunto set my hand and caused the Seal of the City of Jackson, Michigan, to be affixed this 15th day of October, 2008.





Jerry F. Ludwig, Mayor

JACKSON CITY COUNCIL MEETING

MINUTES

OCTOBER 7, 2008

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 Frounfelker gave the invocation.

ROLL CALL.

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

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

AGENDA.

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

PRESENTATIONS/PROCLAMATIONS.

A. PRESENTATION BY COUNCILMEMBER DANIEL P. GREER, CITY MANAGER WILLIAM R. ROSS, AND ENTERPRISE GROUP REPRESENTATIVE JANE ROBINSON REGARDING MICHIGAN MUNICIPAL LEAGUE ANNUAL CONFERENCE.

Councilmember Greer, with City Manager William Ross and Enterprise Group Representative Jane Robinson, showed a presentation on the Armory Arts Village project that was given to the Michigan Municipal League at their annual convention. The presentation included a history of the original state prison, its evolution to become home to the national guard, and the collaboration with the Enterprise Group to turn it into an artists' colony. It was then announced that this project won the 2008 Michigan Municipal League Community Excellence Award, which was presented to the Mayor and Council by Police Chief Heins.

CITIZEN COMMENTS.

Ishwar Laxminarayan, 244 W. Michigan Avenue, reminded everyone that there is a Jackson District Library operating millage proposal on the November 4 ballot and he hopes the Jackson community will support it.

Eric Sexton, 708 Tomlinson Street, shared with everyone that the Jackson Citizens Police Academy is a great program to participate in.

CONSENT CALENDAR.

Motion was made by Councilmember Polaczyk and seconded by Councilmember Frounfelker 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 special City Council meeting of September 17, 2008, and the regular City Council meeting of September 23, 2008.
- B. Approval of Traffic Control Order (TCO) No. 1987 for the installation of “Autistic Child Area” signs on Sparks Street between Lansing Avenue and Morris Street, in accordance with the recommendation of the City Engineer.
- C. Approval of Traffic Control Order (TCO) No. 1988 for the installation of a stop sign on Norfolk at Bowen and repeal of TCO No. 791, in accordance with the recommendation of the City Engineer.

COMMITTEE REPORTS.**A. RECEIPT OF THE CITY AFFAIRS COMMITTEE REPORT.**

Councilmember Greer reported that the City Affairs Committee reviewed the application submitted by Crankshaft Machine Group for an Industrial Facilities Exemption Certificate and voted unanimously to recommend its approval to the Council

Motion was made by Councilmember Greer and seconded by Councilmember Gaiser to receive the report. Motion was made by Councilmember Breeding and seconded by Councilmember Frounfelker to amend the motion and concur with the 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.

APPOINTMENTS.**A. APPROVAL OF THE MAYOR’S RECOMMENDATION TO APPOINT SHAUNTA M. PATTON AND DENISE M. DAVIS TO THE CITIZENS ADVISORY COUNCIL FOR COMMUNITY DEVELOPMENT FILLING CURRENT VACANCIES, BEGINNING IMMEDIATELY AND ENDING DECEMBER 31, 2009.**

Motion was made by Councilmember Breeding and seconded by Councilmember Greer to ratify 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 ON THE APPLICATION FOR AN INDUSTRIAL FACILITIES EXEMPTION CERTIFICATE FILED BY CRANKSHAFT MACHINE GROUP, LOCATED AT 314 N. JACKSON STREET.

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

1. RESOLUTION APPROVING THE APPLICATION.

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

RESOLUTIONS.

A. CONSIDERATION OF A RESOLUTION AMENDING THE 2008-2009 BUDGET TO REFLECT THE RECEIPT OF THE SELECTIVE TRAFFIC ENFORCEMENT PROGRAM (STEP) GRANT, IN THE AMOUNT OF \$15,550.00

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

B. CONSIDERATION OF A RESOLUTION AMENDING THE 2008-2009 BUDGET TO REFLECT THE RECEIPT OF THE BYRNE JUSTICE ASSISTANCE GRANT (JAG) FUND, IN THE AMOUNT OF \$11,689.00.

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

C. CONSIDERATION OF A RESOLUTION AMENDING THE 2006-2007 (YEAR 32) AND 2008-2009 (YEAR 34) HOME BUDGETS ALLOCATING \$3,300.00 OF EXCESS HOME PROGRAM INCOME IN YEAR 32 TO THE YOUTH BUILD PROJECT IN YEAR 34.

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.

ORDINANCES.

None.

OTHER BUSINESS.

None.

NEW BUSINESS.

- A. CONSIDERATION OF THE APPROVAL OF CHANGE ORDER NO. 1 TO THE CONTRACT WITH 3-S CONSTRUCTION COMPANY IN THE AMOUNT OF \$24,544.65, FOR ADDITIONAL CONSTRUCTION WORK FOR THE WASTEWATER TREATMENT PLANT IMPROVEMENTS PROJECT, IN ACCORDANCE WITH THE RECOMMENDATION OF THE DIRECTOR OF SEWAGE AND TREATMENT FACILITIES.**

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

- B. CONSIDERATION OF THE REQUEST TO APPROVE A PURCHASE ORDER TO WSG & SOLUTIONS, MONTGOMERYVILLE, PA, IN THE AMOUNT OF \$27,766.50, FOR THE REPLACEMENT OF A MAIN FRAME BAR SCREEN PART, IN ACCORDANCE WITH THE RECOMMENDATION OF THE DIRECTOR OF SEWAGE AND TREATMENT FACILITIES.**

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

- C. CONSIDERATION OF THE REQUEST TO APPROVE A REVOCABLE LICENSE TO BE ISSUED TO ARCADIS G & M OF MICHIGAN, LLC, NOVI, AND CONSUMERS ENERGY, JACKSON, TO INSTALL TWO (2) GROUND WATER EXTRACTION WELLS IN THE PAVED SURFACE OF FRANKLIN STREET, AND AUTHORIZATION FOR THE MAYOR AND CITY CLERK TO EXECUTE THE APPROPRIATE DOCUMENT(S), IN ACCORDANCE WITH THE RECOMMENDATION OF THE CITY ENGINEER.**

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

- D. CONSIDERATION OF THE REQUEST TO APPROVE THE LOW BID AWARD TO JOHNNY'S TREE SERVICE, JACKSON, IN THE AMOUNT OF \$78,000.00, FOR A TREE PRUNING AND EMERGENCY SERVICES CONTRACT, AND AUTHORIZATION FOR THE MAYOR AND CITY CLERK TO EXECUTE THE APPROPRIATE DOCUMENT(S), IN ACCORDANCE WITH THE RECOMMENDATION OF THE SUPERINTENDENT OF CEMETERIES, FORESTRY, AND PARKS, AND THE PURCHASING AGENT.**

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

CITY COUNCILMEMBERS' COMMENTS.

Councilmember Polaczyk announced a town hall meeting on Thursday, October 23 at 6:30 p.m. at the Cascades Elementary School. Martin Griffin and Leland Prebble, candidates for 64th District Representative, will be there for a question and answer period.

Councilmember Greer stated he will give a full report on the Michigan Municipal League conference.

Councilmember Frounfelker announced a Fifth Ward neighborhood meeting on Wednesday, October 29 at 7:00 p.m. in the Council Chambers. The focus of the meeting will be to brainstorm for ideas to implement in the Fifth Ward.

Councilmember Gaiser reported that he will be talking with representatives from Bay City and Ypsilanti, two cities that have made great progressive with the same housing situations Jackson is facing.

CITY MANAGER'S COMMENTS.

The City Manager gave an update on street construction projects on Center, First and High. He mentioned a case that Meridian Township filed against Comcast regarding PEG channels. He also stated he will have a report at the next meeting on street funding.

EXECUTIVE SESSION TO DISCUSS LABOR RELATIONS MATTERS.

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

ADJOURNMENT.

Councilmember Greer wished the City Manager a happy birthday. No further business being presented, a motion was made by Councilmember Greer and seconded by Councilmember Howe to adjourn the meeting. The motion was adopted by unanimous voice vote and the meeting adjourned at 7:50 p.m.

Lynn Fessel
City Clerk



City Clerk

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

October 15, 2008

TO: William R. Ross, City Manager
FROM: Angela Arnold, Deputy City Clerk *Angela*
RE: VETERAN'S DAY FLAG CEREMONY AND MEMORIAL SERVICE

The Jackson County Veteran's Council is requesting closure of First Street from Michigan Avenue to Wildwood, and use of the small bandstand to hold the annual Veterans Day Flag Ceremony and Memorial Service for veterans at Withington Park on Tuesday, November 11, 2008, beginning at 10:30 a.m. The event will begin at 11:00 a.m.

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

Please place this request on the City Council's October 21st agenda, for their consideration. Thank you.

/aa
Attachment



CITY OF JACKSON
SPECIAL EVENT APPLICATION

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

Date Received By Clerk's Office: 10/2/08 Time: 8 AM By: A. Arnold

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

Sponsoring Organization's Legal Name: JACKSON COUNTY VETERAN'S COUNCIL

Organization Address: 3200 LANSING AVE, JACKSON, MI 49202

Organization Agent: DAVID WELIHAN Title: COMMANDER

Phone: Work 517-788-4425 Home 517-704-3696 During event 517-960-3772

Agent's Address: 3919 ZYGMUNT DR JACKSON, MI 49201

Agent's E-Mail Address: dwelihan@co.jackson.mi.us

Event Name: VETERAN'S DAY CEREMONY

Please give a brief description of the proposed special event: FLAG CEREMONY AND MEMORIAL FOR VETERANS

Event Day(s) & Date(s): TUESDAY NOVEMBER 11, 2008 Event Time(s): 11:00 AM

Set-Up Date & Time: NOV 11, 2008, 10:30 AM Tear-Down Date & Time: NOV 11, 2008 11:30 AM

Event Location: WORTHINGTON PARK - FIRST ST SIDE FIRST & MICHIGAN

ANNUAL EVENT: Is this event expected to occur next year? YES NO How many years has this event occurred? 20+

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

STREET CLOSURES: Start Date/ Time: 10:30 AM, 11/11/08 through Date/ Time: 11:30 AM, 11/11/08

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

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

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



**CITY OF JACKSON
SPECIAL EVENT APPLICATION, Page 2**

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

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

ATTENDANCE: What is the expected (estimated) attendance for this event? 60 - 75

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

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

OTHER REQUESTS: (i.e., Police Department assistance, Fire Dept., street closures, electrical, etc.)
PLEASE CLOSE FIRST ST BETWEEN MICHIGAN & WILDWOOD
WE WILL REQUIRE USE OF A SMALL BAND STAND

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

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

09/30/08
Date

Maertine Wilson, COMMANDER
Signature of Sponsoring Organization's Agent

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

CITY OF JACKSON

SPECIAL EVENT APPLICATION – Page 3

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

Event Title: **Veteran's Day Ceremony @ Withington Park – Tuesday, November 11, 2008**

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: \$ 254.16

Public Serv. Dept.: G. Chinavare Recommend Approval: YES* NO Est. Economic Impact: \$ 200.00

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

DDA: K. Jansen 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: 10/02/2008 Insurance Approved: _____

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



City Clerk

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

October 15, 2008

TO: William R. Ross, City Manager
FROM: Angela Arnold, Deputy City Clerk *Angela*
RE: SALVATION ARMY – CHRISTMAS KETTLES SOLICITATION

The Salvation Army is requesting permission to conduct its annual Christmas Kettle solicitation in the City from Friday, November 14, 2008, through Wednesday, December 24, 2008.

The Police and Fire Departments and the Downtown Development Authority have no objections.

Please place this request on the City Council's October 21st agenda, for their consideration. Thank you.

/aa
Attachment



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

September 17, 2008

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 14th through Wednesday, December 24th, 2008

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 #

C: Mayor, CC, Police, Fire, DDA

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



Changing Lives

NEWS AND INSPIRATION ABOUT LIVES **YOU** AND THE SALVATION ARMY ARE CHANGING TOGETHER.

The Salvation Army • Jackson Corps

Where Sally Saw Darkness, We Saw Light — Thanks to You

Times were tough for Sally and her family. The days were filled with work and family life, yet she couldn't stay on top of the bills. Worse yet, her family was slipping further and further behind. Then the utility bill arrived — in the amount of \$1,171.86! Her power would be shut off unless she paid \$861.42 within 30 days. She felt the darkness closing in on so many levels.

The shut-off notice haunted her thoughts as she faced her daily challenges. Then word came that her grandfather had passed away. She knew missing work would put her further behind, but she made the decision to miss work to attend the funeral. She was fired.

Sally began seriously looking for help. She found assistance from the state of Michigan for \$700 toward the shut-off amount of \$861.42. She still needed \$161.42. That's when she came to see The Salvation Army. We were able to pay the remainder of the shut-off notice and give her some room to breathe.

That's what Sally really needed. A glimmer of hope. A small encouragement that things would be okay. She found it in the open arms of The Salvation Army.

We are here for Sally and the 978 other families we have helped with utility payments because you stand with us. With The Salvation Army's help, Sally will get a breather to look for a new job and stabilize the family's income. Things are looking up.

"I really want to provide a good life for my family," Sally said. With your continued generosity, she will have the tools she needs to make that happen. Thank you!



Outstanding Youth Given Award

John Stavropoulos, 20, was given The Salvation Army Divisional Youth Leader Award for his work in our community.

For the past two years, John has volunteered each week in our after school program for youth ages 6-11. He brought 18 Christian volunteers from the school he is attending to help minister to the youth. As a result of John's ministry, other volunteers have come and built relationships with the youth in the Community Center programs. We have an average of 7 to 10 young people attending a Sunday morning and Wednesday evening Bible Study.



Congratulations, John!



DOING THE MOST GOOD[®]

Upcoming Events

The Salvation Army Annual Civic Luncheon will be held on Tuesday, October 21, 2008 at 11:30 a.m., featuring keynote speaker Dr. Charles Kuntzleman. The Civic Luncheon is an opportunity to honor our philanthropic partners and sharpen our understanding of the world around us. For tickets, please call 517-782-7185.



Dr. Charles Kuntzleman



Dear Friends,

This has been a demanding, but exciting year, as we continue to meet the needs of people. Your continuous support of The Salvation Army in Jackson has enabled us to provide assistance to an increasing number of families that find themselves trying to make ends meet.

A husband and wife have been farming for years but they are both struggling with medical problems. They needed help with a utility shut-off notice and we were able to make their payment to keep their power on. They were both in tears when they left our office.

We have been able to assist many families who, like this couple, find themselves in need of assistance for the first time. And that's all thanks to you.

Thank you for helping us make a difference in our community.

God bless you,

John L Mallett

Major John Mallett

Personnel & Labor Relations Department Interoffice Memorandum

TO: William R. Ross, City Manager

FROM: Catherine Brechtelsbauer, Personnel Director

DATE: 15 October 2008

RE: **Employee Recognition Week**

Each year the Mayor, City Council and administration recognize the efforts of all City employees in a couple of ways.

- The Mayor issues a proclamation declaring an “Employee Recognition Week.” (This year, City employee Recognition Week is to be November 2 through 8.)
- A banquet is held to celebrate employees who reach their 5-year (or multiple of 5-year) anniversaries and recent retirees. (The 2008 banquet will be November 6th.)
- Employees with five-year (or multiple of 5-year) anniversaries and recent retirees are also invited to select a gift from a pre-approved catalog to recognize their services.
- Additionally, on one day during Employee Recognition Week, we show our appreciation of all City employees by delivering cider and doughnuts to each worksite.

We have budgeted the funds to support each of these actions. This year the various budgets are expected to support approximately \$2,700 for the banquet, approximately \$7,200 for the gifts and approximately \$370 for the cider and doughnuts.

Please ask City Council to affirm its support for funding of these activities to recognize the contributions made by City employees toward the betterment of our community.

If there are any questions regarding this request, please refer them to me. Thanks for supporting these employee recognition programs.

Approved:

William R. Ross, City Manager
Date: _____



October 15, 2008

TO: William R. Ross, City Manager
FROM: Carol L. Konieczki, Community Development Director
RE: Sale of Property at 208 E. Morrell St., Assessor's Stencil 5.0591

The City has received an offer of \$500 for the home located at 208 E. Morrell St. The home is 1,460 square feet and the State Equalized Value in 2007 was \$27,400, from the Assessor's Office, which translates to a True Cash Value of \$54,800. The purchaser plans to live in this dwelling. The City has invested a total of \$30,045.71 (\$25,467.60 – CDBG; \$4,578.11 – Housing Initiative Fund) in the property.

This property has been classified under the City's Disposition of Property Policy as Class C:

- Class C: (Residential or Commercial Structures)
 - Class C Residential
 - All residential structures will be reserved for City or City sponsored local non-profit rehabilitation projects.
 - Properties in which rehabilitation is not feasible will be demolished, and the vacant land reclassified for disposition.
 - Class C Commercial
 - Preference will be given to offers for the purpose of commercial development, with emphasis on job creation and retention as well as overall property investment. A Development Agreement will be a condition of the sale of Class C Commercial Properties sold for development.
 - Minimum offer will be market value (generally defined as 2 times the taxable value) as determined by the City Assessor.
 - Properties in which rehabilitation is not feasible will be demolished and the property reclassified for disposition.

Action requested is to approve the Offer to Purchase City Owned Property for the stated sum of \$500, and to negotiate a Development Agreement, due to the reduced selling price and poor condition of the property, and for the Mayor and City Clerk to sign all documents necessary, subject to the approval and minor modifications by the City Attorney. Please add this item to the October 21, 2008 City Council agenda.

Offer to Purchase City Owned Property

RECEIVED
SEP 16 2008

Department of Community Development
161 W Michigan Avenue
Jackson, Michigan 49201

Date 9/16/08

I, Debra L. Green
(Name or Names as desired on deed),
113 E. Robinson St. (517) 782-1827
Address, City State Telephone Number

am submitting an offer to purchase City-owned property located at:

208 E. Morrell St. 5-0591, hereinafter "Property"
(Address) (Assessor's Stencil Number)

for the sum of \$ 500.00 cash.

If purchased, I would use the Property for the following purpose:

For my family, we need a home to live in and shelter. IF you would
give my family this opportunity I promise you no regrets. Thank you

Disclaimers and Limitations. Notwithstanding anything to the contrary herein contained, Purchaser expressly understands, acknowledges and agrees that the conveyance of the Property shall be made by Seller to Purchaser on an "as is, where is" basis, and with all faults, including fire damage, the environmental condition of the Property, and Purchaser acknowledges that Purchaser has agreed to buy the Property in its present condition and that Purchaser is relying solely on its own examination and inspections of the Property and not on any statements or representations made by Seller or any agents or representatives of Seller. Additionally, Purchaser hereby acknowledges that Seller makes no warranty or representation, express or implied, or arising by operation of law, including, but in no way limited to, any warranty of condition, habitability, merchantability, or fitness for a particular purpose of the Property or any portion thereof, or with respect to the economical, functional, environmental or physical condition, or any other aspect, of the Property, including Seller's title to the Property. Seller hereby specifically disclaims any warranty, guaranty or representation, oral or written, past, present or future, of, as to, or concerning: (i) the nature and condition of the Property or any part thereof, including, but not limited to, its water, soil, or geology, or the suitability thereof for any and all activities and uses which Purchaser may elect to conduct thereon, or any improvements Purchaser may elect to construct thereon, or any income to be derived therefrom, or any expenses to be incurred with respect thereto, or any obligations or any other matter or thing relating to or affecting the same; (ii) the absence of asbestos or any environmentally hazardous substances on, in or under the Property or on, in or under any property adjacent to or abutting the Property; (iii) the manner of construction or condition or state of repair or lack of repair of any improvements; (iv) the nature or extent of any easement, restrictive covenant, right-of-way, lease, possession, lien, encumbrance, license, reservation, condition or other similar matter pertaining to the Property, or portion thereof; and (v) the compliance of the Property or the operation of the Property or portion thereof with any laws, rules, ordinances or regulations of any government or other body. Purchaser hereby absolutely waives any right, claim or cause of action which Purchaser may have against Seller with respect to the environmental conditions existing at the Property on the date of closing. By way of example only and not by way of limitation of the foregoing, Seller does not warrant either clear title to the Property, or that Purchaser will be able to obtain title insurance to the Property. Nor shall Purchaser be allowed to return Property because of defect in title. Purchaser shall indemnify, defend and save Seller harmless from and against any and all claims, liability, costs, damages or losses from personal injury, including death, or property damage of any nature, resulting or arising from the sale of the Property. The provisions of this paragraph shall survive the execution and delivery of the deed by Seller and the closing of the transaction contemplated by this agreement.

Debra L. Green
(Purchaser Signature)

(Purchaser Signature)

Acceptance of Offer to Purchase

For the City: _____

Date: _____

Its: _____

Information herein deemed reliable but not guaranteed

10/15/2008 10:52 AM REAL ESTATE SUMMARY SHEET

Parcel: 5-059100000 Owner's Name: CITY OF JACKSON

Property Address: 208 E MORRELL ST MAP #: 5-14

Cur. Class : 711 Gov. Unit: 50 UNIT '50' School: 38170 JACKSON PUBLIC
Prev. Class: 711 Neighborhood: 011 WARWICK CT TO E HIGH

Liber/Page: 1770-13 Created: / / Split: / / Active
Public Impr.: Paved Road, Sidewalk, Water, Sewer, Electric, Gas
Topography: High

Legal Description: Mailing Address:
BEG AT A POINT ON N LN OF MORRELL ST 8.5ATTN: COM DEV
RDS E OF E LN OF FRANCIS ST TH N 66 FT 161 W MICHIGAN AVE
TH W 40 FT TH S 66 FT TH E 40 FT TO BEG JACKSON MI 49201
SW 1/4 nW 1/4 SEC 2 T3S R1W

----- Most Recent Sale Information -----
Sold on 02/17/2004 for 20,000 by CHASE MANHATTAN BANK.
Terms of Sale: BANK SOLD Liber/Page: 1770-13

----- Most Recent Permit Information -----
Permit B13611 on 08/26/2004 for \$5,150 category Building.

----- Physical Property Characteristics -----
2009 S.E.V.: Tentative Taxable: Tentative Lot Dimen:
2008 S.E.V.: Taxable: Acreage: 0.06
Zoning: R-3 (*) Land Value: Tentative Frontage: 40.0
PRE: 0.000% Land Impr. Value: Tentative Average Depth: 66.0

----- Improvement Data -----
of Residential Buildings: 1 # of Ag. Buildings: 0
Year Built: 1910 Est. TCV: Tentative
Occupancy: Single Family Cmts:
Class: C -5 # of Commercial Buildings: 0
Style: TRADITIONAL Type:
Exterior: Stucco Desc:
% Good (Physical): 29 Class:
Heating System: Forced Air w/ Ducts Quality:
Electric - Amps Service: 100 Built: 0 Remodeled: 0
of Bedrooms: 4 Overall Building Height: 0
Full Baths: 1 Half Baths: 0 Floor Area:
Floor Area: 1,460 Sale Price/Floor Area: 0.00
Ground Area: 676 Est. TCV: Tentative
Garage Area: 240 Cmts:
Basement Area: 676
Basement Walls:
Est. TCV: Tentative



October 15, 2008

TO: William R. Ross, City Manager
FROM: Carol L. Konieczki, Community Development Director
RE: Sale of Vacant Lot at 407 S. Blackstone, Assessor's Stencil 4-0231.5

The City has received an offer of \$450 for the vacant lot located at 407 S. Blackstone. The lot is .06 acre, and the State Equalized Value in 2007 was \$450 from the Assessor's Office that translates to a True Cash Value of \$900. The purchaser plans to use it to increase the size of his current yard at 409 S. Blackstone. The City has invested \$150.82 in Tax Reverted Property Maintenance.

This lot has been classified under the City's Disposition of Property Policy as Class A:

- Class A: (Vacant Lots too small for development). Class A properties will initially be offered to all adjoining property owners for a minimum offer of market value as established by the City Assessor. Offers will be accepted for the period of time specified in the notification to all adjoining property owners.

Those properties not sold to adjoining property owners will be:

- Reconsidered for land banking for future development
- Considered for use as neighborhood gardens or a pocket park
- Offered to general public for a minimum offer of current market value (generally defined as 2 times the taxable value) as established by the City Assessor.
- Those properties remaining in the inventory after 24 months, not suitable for land banking or use as garden/pocket park may be offered for a minimum of \$250, or other amount determined by the City Assessor to be equitable to the City.

Action requested is to approve the Offer to Purchase City-Owned Property for the stated sum of \$450 and to waive the requirement for a development agreement, conditioned upon the homeowner's combining this parcel with their current property. Further, approval is requested to authorize the Mayor and City Clerk sign all documents necessary to close the sale, subject to approval and minor modifications by the City Attorney. Please add this item to the October 21, 2008 City Council agenda.

Offer to Purchase City Owned Property

Department of Community Development
161 W Michigan Avenue
Jackson, Michigan 49201

Date 26 SEPT 08

SEP 30 2008

I, MICHAEL A GRIEVE

(Name or Names as desired on deed)

1717 DEYO ST JACKSON MI

Address, City State

1-517 914 2925 CELL

Telephone Number

914 2567 CELL

am submitting an offer to purchase City-owned property located at:

PARCEL

962 4562 HOME

407 S. BLACKSTONE

(Address)

4-0231 5000

(Assessor's Stencil Number)

hereinafter "Property"

for the sum of \$ 450.00 cash.

If purchased, I would use the Property for the following purpose:

I WOULD HAVE A LARGER YARD FOR 409 S BLACKSTONE WHICH I JUST PURCHASED, IT HAS NO YARD TO THE PROPERTY

Disclaimers and Limitations. Notwithstanding anything to the contrary herein contained, Purchaser expressly understands, acknowledges and agrees that the conveyance of the Property shall be made by Seller to Purchaser on an "as is, where is" basis, and with all faults, including fire damage, the environmental condition of the Property, and Purchaser acknowledges that Purchaser has agreed to buy the Property in its present condition and that Purchaser is relying solely on its own examination and inspections of the Property and not on any statements or representations made by Seller or any agents or representatives of Seller. Additionally, Purchaser hereby acknowledges that Seller makes no warranty or representation, express or implied, or arising by operation of law, including, but in no way limited to, any warranty of condition, habitability, merchantability, or fitness for a particular purpose of the Property or any portion thereof, or with respect to the economical, functional, environmental or physical condition, or any other aspect, of the Property, including Seller's title to the Property. Seller hereby specifically disclaims any warranty, guaranty or representation, oral or written, past, present or future, of, as to, or concerning: (i) the nature and condition of the Property or any part thereof, including, but not limited to, its water, soil, or geology, or the suitability thereof for any and all activities and uses which Purchaser may elect to conduct thereon, or any improvements Purchaser may elect to construct thereon, or any income to be derived therefrom, or any expenses to be incurred with respect thereto, or any obligations or any other matter or thing relating to or affecting the same; (ii) the absence of asbestos or any environmentally hazardous substances on, in or under the Property or on, in or under any property adjacent to or abutting the Property; (iii) the manner of construction or condition or state of repair or lack of repair of any improvements; (iv) the nature or extent of any easement, restrictive covenant, right-of-way, lease, possession, lien, encumbrance, license, reservation, condition or other similar matter pertaining to the Property, or portion thereof; and (v) the compliance of the Property or the operation of the Property or portion thereof with any laws, rules, ordinances or regulations of any government or other body. Purchaser hereby absolutely waives any right, claim or cause of action which Purchaser may have against Seller with respect to the environmental conditions existing at the Property on the date of closing. By way of example only and not by way of limitation of the foregoing, Seller does not warrant either clear title to the Property, or that Purchaser will be able to obtain title insurance to the Property. Nor shall Purchaser be allowed to return Property because of defect in title. Purchaser shall indemnify, defend and save Seller harmless from and against any and all claims, liability, costs, damages or losses from personal injury, including death, or property damage of any nature, resulting or arising from the sale of the Property. The provisions of this paragraph shall survive the execution and delivery of the deed by Seller and the closing of the transaction contemplated by this agreement.

Michael A Grieve
(Purchaser Signature)

(Purchaser Signature)

Acceptance of Offer to Purchase

For the City: _____

Date: _____

Its: _____

DEAR SIR:

PROPERTY NEEDS WORK, SINK HOLE AT
407 S. BLACKSTONE, WHERE A HOUSE ONCE
STOOD, "409 S BLACKSTONE RECEIVED WATER
IN BASEMENT. FROM SINK HOLE, NEEDS FILL
ROUGHLY 10 YARDS, CLEAN-UP, HIDDEN SPOT'S
IN YARD, OUT OF SIGHT OF CITY INSP.

THANK-YOU
Mike & Anne

Information herein deemed reliable but not guaranteed

10/15/2008 10:25 AM REAL ESTATE SUMMARY SHEET

Parcel: 4-0231.5000 Owner's Name: CITY OF JACKSON

Property Address: 407 S BLACKSTONE ST MAP #: 4-5

Cur. Class : 711 Gov. Unit: 50 UNIT '50' School: 38170 JACKSON PUBLIC
Prev. Class: 711 Neighborhood: 0120 WESLEY TO GREENWOOD

Liber/Page: 1640-335 Created: / / Split: / / Active
Public Impr.: Paved Road, Sidewalk, Water, Sewer, Electric, Gas
Topography: Level

Legal Description: Mailing Address:
S 29 FT OF W 91 FT OF LOT 9 B4S R1W THE COMMUNITY DEVELOPMENT
ORIGINAL PLAT OF THE VILLAGE OF 161 W MICHIGAN AVE
JACKSONBURG JACKSON MI 49201

----- Most Recent Sale Information -----

Sold on 04/26/2002 for by STATE OF MICHIGAN.
Terms of Sale: STATE/CITY/CNTY DEED Liber/Page: 1697-892

----- Most Recent Permit Information -----

Permit B10311 on 11/04/1998 for \$0 category Building.

----- Physical Property Characteristics -----

2009 S.E.V.: Tentative Taxable: Tentative Lot Dimen:
2008 S.E.V.: Taxable: Acreage: 0.06
Zoning: R-4 (*) Land Value: Tentative Frontage: 29.0
PRE: 0.000% Land Impr. Value: Tentative Average Depth: 90.0



City Clerk

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

October 15, 2008

TO: William R. Ross, City Manager
FROM: Angela Arnold, Deputy City Clerk *Angela*
RE: APPLICATION FOR REZONING – RIGHT DIRECTION, LLC dba The
Car Company

Attached please find an application from Right Direction, LLC requesting a zoning change for property located at 616 N. Wisner Street from R-2 to C-4.

Please place the attached application on the City Council's October 21st agenda for referral to the City Planning Commission.

Thank you.

/aa
Attachment

Original taken by
G. Baghman on 10/14/08
Region II



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

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

2. RIGHT DIRECTION LLC (THE CAR COMPANY)
Name(s)
614 N. WISNER STREET
Street Address
JACKSON, MI 49202 (517) 284-2000 Owners Occupants Buyers
City State Zip Phone Number Status of the Applicant* (Circle One)

of the property located at: 616 N. WISNER STREET, 49202
Street Address Zip Code
property identification #: _____

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

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

The proposed use is: RENTAL VEHICLE ASSOCIATED WITH THE CAR COMPANY

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

LARRY C BAUER PARTNER L
Name & Title Name & Title
Jay C Bauer
Signature Signature

6. City Clerk Use Only:
Date: 10/14/08 Fee: \$ 380.00 Receipt #: 1110237

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



City of Jackson, Michigan Financial Statements

As of and For the 3 Months Ended September 30, 2008
(Unaudited)

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

City of Jackson, Michigan
General Fund Expenditure Summary
As of and For the 3 Months Ended September 30, 2008
(Prepared on the Adopted Budget - Basis)

Function Department	2008/09 Amended Budget	Actual Month To Date	Actual Year To Date	Percent Spent	Variance - Favorable (Unfavorable)
<u>Legislative :</u>					
101-101 City Council	91,382	5,941	26,282	28.76%	65,100
<u>Judicial:</u>					
101-103 Charter Review Committee	15,000	0	0	0.00%	15,000
101-137 Administrative Hearings Bureau	39,819	1,845	4,292	10.78%	35,527
	54,819	1,845	4,292	10.78%	50,527
<u>General Government :</u>					
101-172 City Manager	255,147	18,418	56,876	22.29%	198,271
101-192 City Clerk-Elections	168,852	6,984	52,740	31.23%	116,112
101-201 Finance	426,424	32,860	100,260	23.51%	326,164
101-209 City Assessor	423,335	32,682	99,171	23.43%	324,164
101-210 City Attorney	539,623	39,656	120,662	22.36%	418,961
101-215 City Clerk	208,224	16,703	48,744	23.41%	159,480
101-226 Personnel	358,602	26,244	73,127	20.39%	285,475
101-233 Purchasing	169,173	12,768	39,408	23.29%	129,765
101-253 City Treasurer	341,120	24,145	76,156	22.33%	264,964
101-254 City Income Tax	280,016	16,995	52,764	18.84%	227,252
101-258 Management Information Services	344,284	18,316	95,928	27.86%	248,356
101-265 City Hall & Grounds	323,258	31,798	91,864	28.42%	231,394
101-276 Cemeteries	487,796	48,960	123,220	25.26%	364,576
101-299 Unallocated	497,000	93,432	150,854	30.35%	346,146
	4,822,854	419,961	1,181,774	24.50%	3,641,080
<u>Police Department :</u>					
101-301 Police	8,999,923	786,794	2,134,389	23.72%	6,865,534
101-303 Police Youth Services - JPS	314,947	23,665	72,254	22.94%	242,693
101-311 JCCA Grant	0	0	7,061	N/A	(7,061) <i>Note 2</i>
101-313 Consortium Training	33,754	2,624	2,324	6.89%	31,430
101-314 In-Service Training	15,450	1,430	2,380	15.40%	13,070
	9,364,074	814,513	2,218,408	23.69%	7,145,666
<u>Fire Department :</u>					
101-337 Fire Administration	289,679	22,000	69,318	23.93%	220,361
101-340 Fire Suppression	5,119,121	403,367	1,202,706	23.49%	3,916,415
101-341 Fire Prevention	84,145	8,531	10,145	12.06%	74,000
101-343 Fire Training	238,985	47,091	80,259	33.58%	158,726
	5,731,930	480,989	1,362,428	23.77%	4,369,502
<u>Other Public Safety :</u>					
101-350 Public Safety - Unallocated	1,345,312	116,936	353,953	26.31%	991,359
101-401 Planning	99,768	17,146	25,129	25.19%	74,639
101-426 Office of Emergency Measures	64,311	4,507	13,610	21.16%	50,701
	1,509,391	138,589	392,692	26.02%	1,116,699

(Continued -)

City of Jackson, Michigan
General Fund Expenditure Summary
As of and For the 3 Months Ended September 30, 2008
(Prepared on the Adopted Budget - Basis)

- Continued -

Function Department	2008/09 Amended Budget	Actual Month To Date	Actual Year To Date	Percent Spent	Variance - Favorable (Unfavorable)
<u>Public Works :</u>					
101-441 Tax Property Maintenance	10,000	590	4,221	42.21%	5,779
101-442 Civic Affairs	73,358	2,418	13,684	18.65%	59,674
101-445 Drains at Large	72,053	2,628	10,812	15.01%	61,241
101-446 Storm Drain Construction	98,000	2,035	14,938	15.24%	83,062
101-447 Grounds Maintenance	177,108	2,100	6,650	3.75%	170,458
101-448 Sidewalk Construction	130,000	22,805	89,885	69.14%	40,115
101-450 Street Lighting	407,231	3,427	43,354	10.65%	363,877
101-455 Weed Control	23,684	2,070	8,038	33.94%	15,646
	991,434	38,073	191,582	19.32%	799,852
<u>Recreation & Culture :</u>					
101-690 Forestry	577,031	43,787	130,707	22.65%	446,324
101-692 Parks, Recreation & Grounds Admin.	761,911	52,013	207,966	27.30%	553,945
101-697 Parks & Facilities Maintenance	515,050	37,164	118,294	22.97%	396,756
101-698 Lt. Nixon Memorial Pool	165,932	14,016	89,786	54.11%	76,146
101-699 Sharp Park Swimming Pool	132,195	12,578	78,522	59.40%	53,673
101-803 Historical District	38,100	9,545	9,545	25.05%	28,555
	2,190,219	169,103	634,820	28.98%	1,555,399
<u>Health & Welfare :</u>					
101-896 Human Relations	63,043	6,968	21,160	33.56%	41,883
<u>Contributions to Other Funds:</u>					
101-999 Contributions to Other Funds:	299,663	0	0	0.00%	299,663
Total General Fund Expenditures	25,118,809	2,075,982	6,033,438	24.02%	19,085,371

City of Jackson
All Other Funds - Expenditure Summary
As of and For the 3 Months Ended September 30, 2008
(Prepared on the Adopted Budget - Basis)

Fund Type/Fund Name	2008/09 Amended Budget	Actual Month To Date	Actual Year To Date	Percent Spent	Variance - Favorable (Unfavorable)
<u>Special Revenue Funds :</u>					
202 Major Street	6,154,159	186,299	609,944	9.91%	5,544,215
203 Local Street	1,065,972	106,150	358,261	33.61%	707,711
208 Ella W. Sharp Park Operating	757,037	72,330	256,881	33.93%	500,156
210 Land Acquisition Fund	50,000	(1,823)	6,607	13.21%	43,393
211 Housing Initiative Fund	47,775	797	5,079	10.63%	42,696
245 Public Improvement	1,355,583	2,035	125,032	9.22%	1,230,551
249 Building Department	528,917	26,874	90,882	17.18%	438,035
257 Budget Stabilization	65,000	0	0	0.00%	65,000
265 Drug Law Enforcement	33,024	13,481	24,569	74.40%	8,455
266 Project Safe Neighborhood Grant	0	1,026	9,560	N/A	(9,560) <i>Note 2</i>
270 LAWNET Grant	35,210	13,022	33,215	94.33%	1,995
288 Lead Hazard Control Grant	1,432,783	28,270	51,711	3.61%	1,381,072
293 Waterfront Redevelopment Grant	256,310	0	2,000	0.78%	254,310
295 2008 Brownfield Assessment Grant	300,000	58,378	58,523	19.51%	241,477
296 Recreation Activity	307,896	7,520	42,957	13.95%	264,939
297 JPS Recreation Millage Program	258,000	12,574	81,967	31.77%	176,033
<u>Debt Service Funds :</u>					
323 Mich. Urban Land Assembly D/S	144,000	12,000	36,000	25.00%	108,000
324 2003 MTF Bond D/S	279,005	0	263,360	94.39%	15,645
365 City Hall D/S	601,586	0	0	0.00%	601,586
368 Building Authority D/S	128,500	0	110,094	85.68%	18,406
395 2001 DDA TIF D/S	1,051,513	0	0	0.00%	1,051,513
398 2002 BRA TIF D/S	565,148	0	0	0.00%	565,148
399 2007 BRA TIF Refunding D/S	450,304	0	0	0.00%	450,304
<u>Capital Projects Funds :</u>					
401 Capital Projects Fund	415,075	8,966	40,795	9.83%	374,280
402 Water Equipment and Replacement	2,239,424	25,757	251,135	11.21%	1,988,289
404 Sanitary Sewer Maintenance Fund	501,025	29,318	150,489	30.04%	350,536
405 Sanitary Sewer Replacement	836,500	239,355	304,999	36.46%	531,501
406 Wastewater Equipment Replacement	460,000	693,065	746,521	162.29%	(286,521)
494 Brownfield Redevelopment Authority	1,267,763	1,880	2,607	0.21%	1,265,156
496 DDA Project	1,227,002	15,207	41,593	3.39%	1,185,409
<u>Enterprise Funds :</u>					
583 Sharp Park Golf Practice Center	83,265	3,837	20,308	24.39%	62,957
585 Auto Parking System	102,733	1,530	5,091	4.96%	97,642
586 Parking Assessment	208,643	4,518	18,735	8.98%	189,908
590 Sewer	6,620,897	412,041	1,229,084	18.56%	5,391,813
591 Water	8,492,452	558,202	1,431,496	16.86%	7,060,956
599 Parking Deck Fund	433,237	13,607	25,354	5.85%	407,883

(Continued -)

City of Jackson
All Other Funds - Expenditure Summary
As of and For the 3 Months Ended September 30, 2008
(Prepared on the Adopted Budget - Basis)

- Continued -

Fund Type/Fund Name		2008/09 Amended Budget	Actual Month To Date	Actual Year To Date	Percent Spent	Variance - Favorable (Unfavorable)
<u>Internal Service Funds :</u>						
641	Public Works Administration	667,550	46,060	144,830	21.70%	522,720
642	Engineering Administration	338,770	35,464	84,567	24.96%	254,203
643	Local Site Remediation Revolving	300,000	0	0	0.00%	300,000
661	Motor Pool and Garage	1,719,056	125,968	238,956	13.90%	1,480,100
663	Equipment Revolving Fund	58,484	0	0	0.00%	58,484
677	Workers' Compensation	299,450	3,086	16,613	5.55%	282,837
678	Prescription Drug	950,700	76,110	148,328	15.60%	802,372
679	Health Care Deductible Reimbursement	194,300	27,695	43,632	22.46%	150,668
<u>Trust & Agency Funds :</u>						
702	County & School Tax Collection	140,000	0	0	0.00%	140,000
711	Cemetery Perpetual Maintenance	71,000	0	0	0.00%	71,000
718	Ella W. Sharp Endowment	55,000	0	0	0.00%	55,000
731	Employees' Retirement System	2,180,000	162,721	532,667	24.43%	1,647,333
732	Policemen's/Firemen's Pension	1,310,000	195,464	195,464	14.92%	1,114,536
733	Policemen's/Firemen's Pens.-345	3,350,000	50,594	965,612	28.82%	2,384,388
736	Public Employees Health Care	10,000	0	0	0.00%	10,000
<u>Special Assessment Funds :</u>						
895	Special Assessment	641,801	0	0	0.00%	641,801

City of Jackson
All Funds - Revenue Summary
As of and For the 3 Months Ended September 30, 2008

Fund/Fund Name	2008/09 Amended Budget	Actual Month To Date	Actual Year To Date	Percent Collected
<u>General Fund :</u>				
Property Taxes	7,718,516	583,713	5,362,017	69.47%
Income Taxes	8,575,000	261,506	1,673,964	19.52%
Licenses & Permits	237,250	306	3,359	1.42%
Federal Grants	4,088	1,636	(908)	-22.21%
State Grants	113,070	0	(31,636)	-27.98%
State Revenue Sharing	5,260,054	1,090,072	1,120,094	21.29%
Contributions From Local Units	153,434	485	1,992	1.30%
Charges For Goods & Services	1,141,121	19,601	187,582	16.44%
Fines & Forfeits	274,500	17,054	54,237	19.76%
Investment Income	300,000	4,848	7,832	2.61%
Contributions From Other Funds	282,000	1,870	14,938	5.30%
Miscellaneous	528,755	5,667	42,294	8.00%
Total General Fund Revenues	<u>24,587,788</u>	<u>1,986,758</u>	<u>8,435,765</u>	<u>34.31%</u>
<u>Special Revenue Funds :</u>				
202 Major Street	5,994,531	181,399	184,232	3.07%
203 Local Street	962,395	55,136	55,136	5.73%
208 Ella W. Sharp Park Operating	758,000	135,613	256,872	33.89%
210 Land Acquisition Fund	28,000	18	50	0.18%
211 Housing Initiative Fund	50,000	0	0	0.00%
245 Public Improvement	1,227,000	89,456	836,924	68.21%
249 Building Inspection	529,200	36,279	83,968	15.87%
257 Budget Stabilization	65,000	3,013	6,557	10.09%
265 Drug Law Enforcement	44,905	3,347	10,459	23.29%
266 Project Safe Neighborhood Grant	0	8,534	8,534	N/A <i>Note 2</i>
270 LAWNET Grant	35,210	17,994	33,215	94.33%
288 Lead Hazard Control Grant	1,432,783	0	(15,586)	-1.09%
293 Waterfront Redevelopment Grant	256,294	0	(380)	-0.15%
295 2008 Brownfield Assessment Grant	300,000	0	(2,534)	-0.84%
296 Recreation Activity	312,000	21,357	36,008	11.54%
297 JPS Recreation Millage Program	258,000	0	0	0.00%
<u>Debt Service Funds :</u>				
323 Mich. Urban Land Assembly D/S	144,000	12,000	36,000	25.00%
324 2003 MTF Bond D/S	279,005	0	263,360	94.39%
365 2003 City Hall D/S	584,000	48,723	415,065	71.07%
368 Building Authority D/S	128,500	0	110,094	85.68%
395 2001 DDA TIF D/S	1,051,000	0	0	0.00%
398 2002 BRA TIF D/S	565,000	0	0	0.00%
399 2007 BRA TIF Refunding D/S	450,000	0	0	0.00%
<u>Capital Projects Funds :</u>				
401 Capital Projects Fund	415,075	48	48	0.01%
402 Water Equipment and Replacement	1,775,000	145,446	433,257	24.41%
404 Sanitary Sewer Maintenance Fund	501,025	29,318	150,389	30.02%
405 Sanitary Sewer Replacement	698,000	56,801	168,069	24.08%
406 Wastewater Equip. Replacement	660,000	57,333	167,247	25.34%

(Continued-)

City of Jackson
All Funds - Revenue Summary
As of and For the 3 Months Ended September 30, 2008

- Continued -

Fund/Fund Name	2008/09 Amended Budget	Actual Month To Date	Actual Year To Date	Percent Collected
<u>Capital Projects Funds : (Continued)</u>				
494 Brownfield Redevelopment Authority	1,535,700	5,242	11,407	0.74%
496 DDA Project	1,072,326	2,469	6,020	0.56%
<u>Enterprise Funds :</u>				
583 Sharp Park Golf Practice Center	75,700	9,016	18,171	24.00%
585 Auto Parking System	111,608	2,092	5,488	4.92%
586 Parking Assessment	192,276	6,226	14,802	7.70%
590 Sewer	5,616,000	457,189	861,527	15.34%
591 Water	6,850,600	574,403	968,701	14.14%
599 Parking Deck Fund	281,155	1,671	3,600	1.28%
<u>Internal Service Funds :</u>				
641 Public Works Administration	668,000	21,526	146,656	21.95%
642 Engineering Administration	340,000	30,807	103,369	30.40%
643 Local Site Remediation Revolving	205,500	280	609	0.30%
661 Motor Pool and Garage	1,345,972	108,491	339,076	25.19%
663 Equipment Revolving Fund	58,484	0	0	0.00%
677 Workers' Compensation	375,600	24,137	81,762	21.77%
678 Prescription Drug	1,208,300	77,235	259,214	21.45%
679 Health Care Deductible Reimb.	437,350	32,375	109,246	24.98%
<u>Trust & Agency Funds :</u>				
702 County & School Tax Collection	140,000	11,752	17,730	12.66%
711 Cemetery Perpetual Maintenance	106,000	3,466	5,515	5.20%
718 Ella W. Sharp Endowment	55,000	0	0	0.00%
731 Employees' Retirement System	2,056,911	(1,003,346)	(1,785,525)	-86.81%
732 Policemen's/Firemen's Pension	1,261,212	(486,113)	(486,113)	-38.54%
733 Policemen's/Firemen's Pension-345	6,139,716	(4,082,378)	(3,587,718)	-58.43%
736 Public Employees Health Care	11,000	543	1,180	10.73%
<u>Special Assessment Funds :</u>				
895 Special Assessment	641,801	345	4,189	0.65%

City of Jackson
Notes to Revenue & Expenditure Summaries
As of and For the 3 Months Ended September 30, 2008

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

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

10/16/09

Honorable Mayor and City Council:

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

A lot has happened in the Country during the past quarter. The Stock Market crashed, we had a Bailout Plan for the lending institutions and the Fed dropped the interest rates. Our funds are in highly liquid Cd's, Money Funds, Overnight Sweep Accounts and Government bond Accounts. Unless the bottom falls out everywhere and Banks won't give our money back, we are on solid footing. The Fed dropping the rates have forced up the amounts of interest being earned. We should see on the next report the higher interest earnings on our short-term funds.

My plan for this quarter is to split some of the higher amount Cd's and go shorter term to be able to catch some higher rates due to the Fed action, and to split up the cash to different banks, to spread the risk. The amounts that are in each institution are in the attachments along with the amount of interest earned. The attachments represent each month of the first quarter for the fiscal year.

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

Sincerely,
Andrew J. Wrozek, Jr.
City Treasurer

Pooled Cash and Investments

	City of Jackson				
	Treasurer Office				
	Daily Investment Balances				
	Pooled Account		Jul-08		
			(Exclude Interest)		
		Beg	Investment	Investment	Rolled Over
		Balance	Buys	Maturities	Interest
	Investments	23,970,490.44			
	1				23,970,490.44
	2			500,000.00	23,470,490.44
	3				23,470,490.44
	4				23,470,490.44
	5				23,470,490.44
	6		1,154,667.52	1,154,667.52	23,030.08
	7				23,493,520.52
	8				23,493,520.52
	9				23,493,520.52
	10				23,493,520.52
	11				23,493,520.52
	12				23,493,520.52
	13				23,493,520.52
	14				23,493,520.52
	15			1,000,000.00	22,493,520.52
	16		1,023,573.33	1,023,573.33	16,352.15
	17				22,509,872.67
	18				22,509,872.67
	19				22,509,872.67
	20				22,509,872.67
	21				22,509,872.67
	22				22,509,872.67
	23				22,509,872.67
	24				22,509,872.67
	25				22,509,872.67
	26 MBIA				1,086.74
	27 Smith Barney				4,592.18
	28 TCF				3,750.60
	29 Citizens MM				2,352.91
	30 County National				5,872.45
	31 Comerica				0.66
			2,178,240.85	3,678,240.85	57,037.77

Pooled Cash and Investments

	City of Jackson				
	Treasurer Office				
	Daily Investment Balances				
	Pooled Account		Aug-08		
			(Exclude Interest)		
		Beg	Investment	Investment	Rolled Over
		Balance	Buys	Maturities	Interest
	Investments	22,527,528.21			
	1				22,527,528.21
	2				22,527,528.21
	3				22,527,528.21
	4		1,023,939.73	1,023,939.73	14,193.77
	5				22,541,721.98
	6				22,541,721.98
	7				22,541,721.98
	8		500,000.00		23,041,721.98
	9				23,041,721.98
	10				23,041,721.98
	11				23,041,721.98
	12				23,041,721.98
	13				23,041,721.98
	14		1,816,953.30	1,816,953.30	29,270.37
	15		3,000,000.00		26,070,992.35
	16				26,070,992.35
	17				26,070,992.35
	18				26,070,992.35
	19				26,070,992.35
	20				26,070,992.35
	21				26,070,992.35
	22				26,070,992.35
	23				26,070,992.35
	24				26,070,992.35
	25 MBIA				1,062.29
	26 Smith Barney				4,613.20
	27 TCF				3,353.17
	28 Citizens MM				2,079.78
	29 County National				5,505.25
	30 Comerica				0.68
	31				26,087,606.72
			6,340,893.03	2,840,893.03	60,078.51

Pooled Cash and Investments

	City of Jackson					
	Treasurer Office					
	Daily Investment Balances					
	Pooled Account		Sep-08			
				(Exclude Interest)		
		Beg	Investment	Investment	Rolled Over	End
		Balance	Buys	Maturities	Interest	Balance
	Investments	26,087,606.72				26,087,606.72
	1					26,087,606.72
	2		1,817,524.40	1,817,524.40	23,005.38	26,110,612.10
	3					26,110,612.10
	4					26,110,612.10
	5					26,110,612.10
	6					26,110,612.10
	7					26,110,612.10
	8					26,110,612.10
	9					26,110,612.10
	10					26,110,612.10
	11					26,110,612.10
	12		1,200,987.08	1,200,987.08	12,096.61	26,122,708.71
	13					26,122,708.71
	14					26,122,708.71
	15					26,122,708.71
	16					26,122,708.71
	17					26,122,708.71
	18			250,000.00		25,872,708.71
	19					25,872,708.71
	20					25,872,708.71
	21					25,872,708.71
	22					25,872,708.71
	23					25,872,708.71
	24					25,872,708.71
	25 MBIA				1,115.70	25,873,824.41
	26 Smith Barney				4,510.77	25,878,335.18
	27 TCF				3,568.55	25,881,903.73
	28 Citizens MM				3,382.09	25,885,285.82
	29 County National				6,086.82	25,891,372.64
	30 Comerica				0.67	25,891,373.31
	31					25,891,373.31
			3,018,511.48	3,268,511.48	53,766.59	



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

DATE: October 17, 2008
TO: William R. Ross, City Manager
FROM: Jon H. Dowling, P.E., City Engineer
RE: TCO 1989, Blind Child Area Sign

The Department of Engineering has received a request from a resident at 1024 S. Webster Street requesting a "Blind Child Area" sign. We have prepared TCO 1989 for the installation of "Blind Child Area" sign.

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

JD:tjs

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

CITY OF JACKSON, MICHIGAN
TRAFFIC ENGINEERING DIVISION
Traffic Control Order No. 1989

LOCATION: S. Webster Street: Oakdale to Elmwood

DATE: October 17, 2008

ASSIGNED TO: Engineering

TCO DESCRIPTION

At the request of a resident to investigate the possibility of installing Blind Child Area signs on Webster Street between Elmwood Avenue and Oakdale Avenue.

BY JON H. DOWLING, P.E.

RECOMMENDATION

Install Blind Child Area signs on Webster Street between Elmwood Avenue and Oakdale Avenue. Department of Engineering staff will verify annually if signs are to remain in place.

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

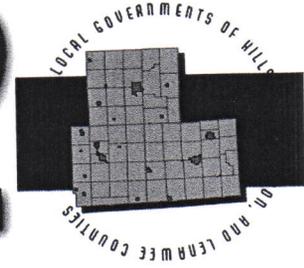
REMARKS:

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

Region 2 Planning Commission



INVOICE NO. 2941

DATE: October 16, 2008

TO: Mr. William Ross, City Manager
 City of Jackson (364 J)
 161 W. Michigan Avenue
 Jackson, MI 49201

cc: Phil Hones, CPA

DESCRIPTION		
Planning Services for Sept. 2008		
Historic District		\$ 894.32
Zoning Administration		5,477.30
Zoning Ordinance Rec/Information		6,353.00
Zoning Appeals/Variations		1,142.36
Fire Study		(13.08)
Hazard Mitigation		426.57
Refer to the attached statement.		
Balance Due Region 2 Planning Commission.		\$ 14,280.47



MEMO TO: Honorable Mayor and City Councilmembers

FROM: Daniel P. Greer, Chair
City Affairs Committee *DPG*

DATE: October 16, 2008

SUBJECT: City Affairs Committee Report

The City Affairs Committee held a meeting on October 7, 2008, to discuss the relocation of the recycling center site, currently located on Louis Glick Highway. After discussion, the Committee voted to recommend to the City Council that further consideration of the relocation of the recycling center be postponed until an alternative suitable City site is located and recommended to the City Council. The Committee further directed and requested that additional information be provided related to any contractual arrangements that the City has in place at this time between the City and the current operators of the recycling center. A review of the history of the recycling center revealed that May 2005 the City Affairs Committee made a recommendation to the City Council that the joint proposal of Northwest Refuse and Modern Waste Systems be accepted to operate the recycling center on Louis Glick Highway. A copy of the recommendation that was written as a result of the committee action along with the two proposals that were received at the time, one from Modern Waste and Northwest Refuse, and a second from Emmons are included with this memorandum for your reference. We have also included the action taken by the City Council. The final outcome was that no actual agreement was entered into. It was felt that the proposal from Modern and Northwest covered all of the issues, and therefore, the proposal was implemented. City Attorney Jules Giglio has pointed out previously that because of this, and because of the way the proposal is written, the City does not have an ongoing obligation to provide the site and can remove the center from the site on Louis Glick at any time.

Based upon the opinion of the City Attorney and the action of the committee, we recommend that the Council take no further action related to the relocation of the recycling center at this time. According to the recently approved development agreement for the former Hayes Hotel, the current recycling center is required to be relocated once “substantial completion” has been attained. This allows time for an alternative site to be researched.

COMMITTEE REPORTS.

- A. CONSIDERATION OF THE RECOMMENDATIONS FROM THE CITY AFFAIRS COMMITTEE TO ENTER INTO AN AGREEMENT WITH NORTHWEST REFUSE, INC. AND MODERN WASTE SYSTEMS, INC. TO OPERATE A RECYCLING FACILITY IN THE CITY, AT NO CHARGE, AND TO PLACE THE FACILITY ON THE SOUTH SIDE OF LOUIS GLICK HIGHWAY, IMMEDIATELY NORTH OF THE FORMER CONSUMERS ENERGY WAREHOUSE BUILDING BETWEEN JACKSON AND BLACKSTONE STREETS.

Motion was made by Councilmember Ludwig and seconded by Councilmember Dupuis to approve the recommendations from the City Affairs Committee. The motion was adopted by the following vote. Yeas: Mayor Griffin and Councilmembers Breeding, Mure, Greer, Mead, Dupuis and Ludwig-7. Nays: 0. Absent: 0.

APPOINTMENTS.

None.



The foregoing is an excerpt from the
City Council Proceedings of
May 10, 2005

 Lynn Fessel, City Clerk

Memo

To: Honorable Mayor and City Councilmembers
From: William R. Ross, City Manager *WR*
Date: 5/4/2005
Re: Proposed Recycling Facility

The City Affairs Committee, at their meeting on April 21, 2005, reviewed two proposals in response to the City's request for proposals relating to providing recycling services to residents of the City. The City received proposals from Emmons Service, Inc. and a joint proposal from Northwest Refuse and Modern Waste Systems, Inc. The committee along with Travis Fojtasek of Recycle Jackson reviewed the proposals and recommends the joint proposal of Northwest Refuse and Modern Waste Systems, Inc.

The combined proposal of Northwest Refuse and Modern Waste Systems seemed more complete and had a greater variety of items to be accepted. Northwest and Modern also included a drawing of the proposed site, which the committee felt made it clear as to their intent. The committee also felt that a joint operation would provide more reliable service long term and would better serve the community. The actual cost was the same for both of the proposals. That cost was \$0 to the City and to the residents utilizing the facility.

The committee also discussed at length the possible site(s) for the facility. The committee, after reviewing several sites, recommends that a site on the south side of Louis Glick Highway, immediately north of the former Consumers Energy warehouse building between Jackson and Blackstone Streets be used. The initial site would be outside of the gated fenced area. The proposed location is partially fenced. There are two driveways leading into and out of the site from Louis Glick Highway. The site has adequate lighting. The site is highly visible but does not provide a problem for adjacent businesses because it is separated by parking lots. The location can be easily policed. The site has the possibility, if concerns arise about inappropriate dumping, to be moved within the gated area and the location closed off during certain hours. The committee further received information from Granger Construction Company that this site would not interfere with their operation. Granger is currently utilizing a portion of the area to store materials for the City Hall renovation project, however, those materials can easily be moved inside the former Consumers warehouse and, in fact, many of them will be gone by the time the recycling facility is in operation.

The City Affairs Committee recommends that the City Council approve entering into an agreement with Northwest Refuse and Modern Waste Systems, Inc. to operate a recycling facility on the site previously described along Louis Glick Highway.

Thank you.

WRR/kmd
Attachments

April 8, 2005

City of Jackson
Department of Purchasing
161 W. Michigan Ave.
Jackson, Mi 49201-1303

Attn: Margaret Cunningham
Purchasing Agent

Dear Ms. Cunningham,

Northwest Refuse and Modern Waste Systems Inc wish to jointly partner with the City of Jackson to provide the community a convenient and easy to use self service recycle site.

Our two companies by providing a joint proposal can maximize our trucking and service capabilities, share the responsibility of servicing the site, and jointly shoulder the large capital investment required to provide the speciality recycle equipment needed. We feel this combined effort in partnering with the City of Jackson will provide the community with the very best recycle option.

We have the capability to both process and market the recycled items locally, at the Northwest Refuse "Recycle Process Facility" located at 2600 Lansing Avenue in Jackson. The expected volume of recycled items to be processed should add 2 to 3 new jobs to the Jackson area economy.

Our companies will provide:

1. Six large recycle boxes, enclosed with side openings one for each recycled item, painted Environmental green.
2. Service as needed. (Trucking)
3. Accept and process the following items:
 - A) Newsprint, magazines, junk mail
 - B) Mixed paper
 - C) Cardboard (flattened)
 - D) Glass - clear and colored
 - E) Plastics #1 and #2 clear, opaque and colored
 - F) Food containers (tin and aluminum)
4. Dispose of a minimal amount of discarded items placed in curby carts.
5. Meet insurance requirements.

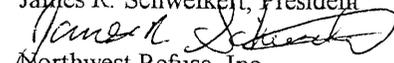
The City of Jackson will provide:

1. An adequate paved site
2. Lighting for the site
3. Snow removal
4. Occasional police patrol
5. Promotion and advertisement
6. Permanent signs

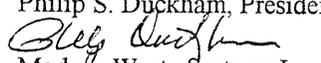
There will not be a cost to the City of Jackson or it's residents for this service.

Sincerely,

James R. Schweikert, President


Northwest Refuse, Inc.
2600 Lansing Ave
Jackson, Mi 49202
517-787-3699

Philip S. Duckham, President


Modern Waste Systems Inc.
7245 S. Brooklyn Rd.
Napoleon, Mi 49261
517-536-4900



913 Water Street / P.O. Box 1367 / Jackson, Michigan 49204-1367 / (517) 787-8710
"Locally owned and operated since 1918!"

David D. Emmons
President

April 7, 2005

City of Jackson Office of Purchasing
212 W Michigan Avenue
Jackson, MI 49201

Dear Margaret,

Please accept this letter as our proposal for the self-service recycling site you are planning. We can provide the following at no cost:

1-30 Yard Roll-Off to collect #1 & #2 Plastic Bottles and Jugs and Glass Bottles (Caps off and Rinsed).

1-30 Yard Roll-Off to collect Newsprint, Brown Paper Sacks, Phone Books and Magazines, as well as miscellaneous Metal and Tin.

4-6 Yard Front End Load Containers for Cardboard. These containers would be emptied 6 X Week, Monday through Friday A.M. and Friday P.M. Our driver will also address any issues of illegal dumping by calling our dispatcher. He will also inform dispatch of the need to service the roll-offs.

All containers will be green and properly labeled. A sufficient concrete pad would be necessary as well as adequate lighting, snow and ice removal and a Permanent Instruction Sign that may include deferring residents to our recycle site for Automotive Batteries, Styrofoam, Used Motor Oil, Grass and Leaf Drop-Off.

Public Service Announcements and other promotions would be appreciated along with an occasional Police Patrol. Consideration should also be given to NO DUMPING signs advising that VIOLATORS WILL BE PROSECUTED.

I suggest not providing Curby Carts for trash as this would encourage illegal dumping. Instead, indicate in any promotions and on the Permanent Sign to BRING RECYCLABLES IN BROWN PAPER SACKS which can be recycled with newsprint.

I would like to stress the significance of having the Cardboard serviced daily. This is the commodity you will receive the most of and it will put our personnel on the site daily to address illegal dumping issues.



Emmons' Service, Inc
April 7, 2005
Page 2 of 2

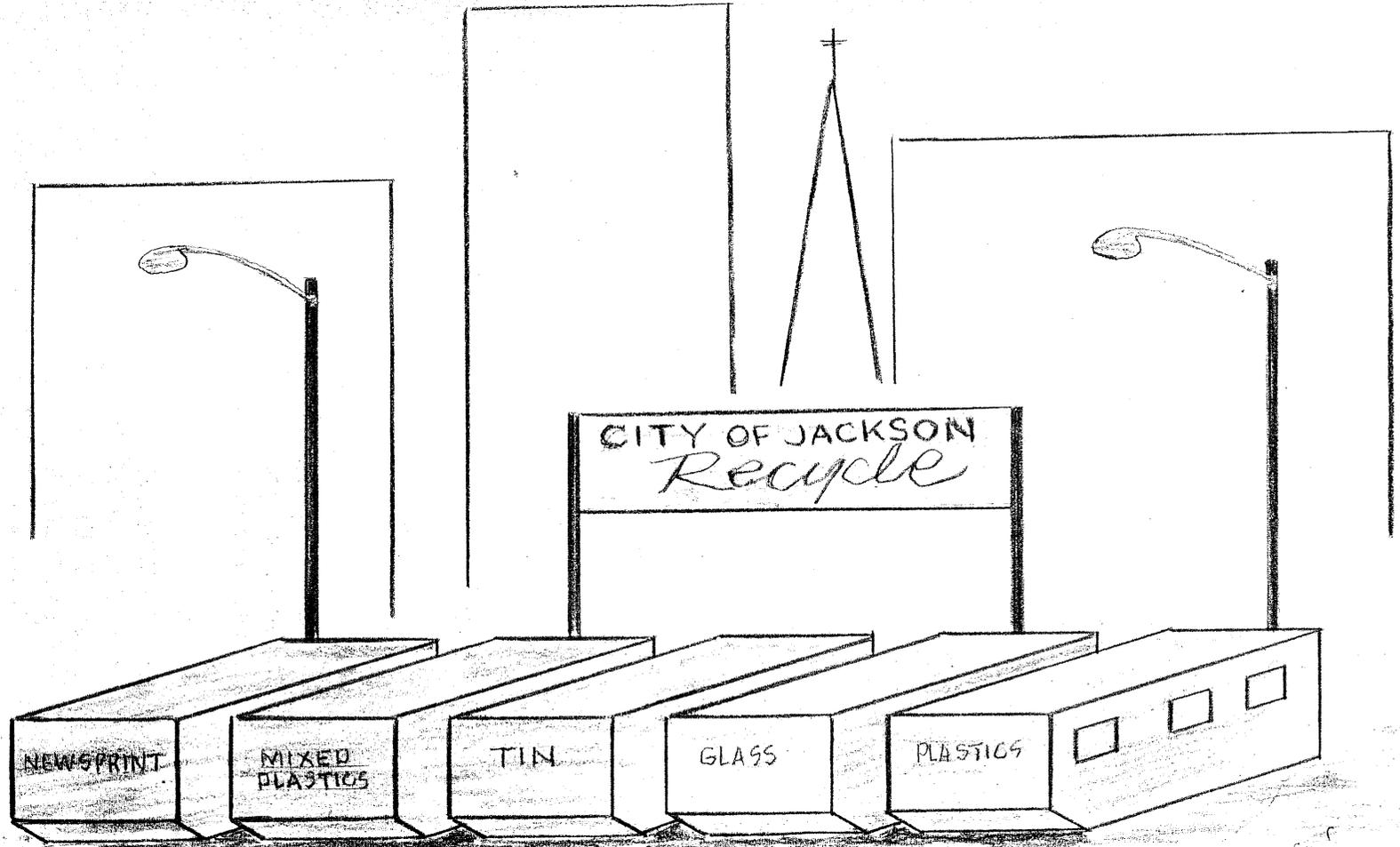
Thank you for your consideration of this proposal. We are, of course, open to any additional suggestions and look forward to hearing from you soon.

Sincerely,

A handwritten signature in black ink, appearing to read 'David D Emmons', with a large, sweeping flourish extending to the right.

David D Emmons

DDE/mkl



NEWSPRINT

MIXED
PLASTICS

TIN

GLASS

PLASTICS

CITY OF JACKSON
Recycle



Office of the Mayor

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

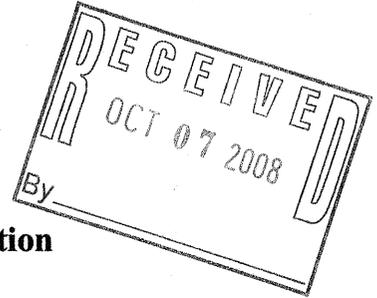
October 14, 2008

TO: City Councilmembers
FROM: Jerry F. Ludwig, Mayor
RE: **Zoning Board of Appeals**

In accordance with City Code, Sec. 2-281 and 28-242, seven members are appointed by the Mayor with City Council approval for three-year terms. No elected official or city employee may be appointed. Also, in accordance with the Michigan Zoning Enabling Act (PA 110 of 2006), which went into effect on July 1, 2006, it is required that a regular member of the Zoning Board of Appeals (ZBA) also serve on the City Planning Commission (MCL 125.3601). Alternate members may be called on a rotating basis to sit as members of the Board of Appeals in the absence of a member. The alternate member having been appointed shall serve on the case until a final decision has been made and shall have the same voting rights as a member. Members must be City residents.

It is, therefore, my desire to appoint William Howell Wynne, to the Zoning Board of Appeals to fill a current vacancy, beginning immediately, and ending December 31, 2010.

JFL:skh



City of Jackson Board/Commission Application

Name: William Howell Wynne [Howell]

Address: 1700 S West Ave Apt F1 Zip: 49203

Home Phone: none Other Phone: 5177955072

Occupation: Retired US Civil Service - some volunteer work

Community Involvement/Activity

Zoning Administrator - Stockbridge Township Jun 2001 - May 2003
Village Council & Village Planning Commission Nov - 2006 - Oct 2007

Are you a registered voter? yes Ward? Sixth

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

- 1. Zoning Board of Appeals
- 2. _____
- 3. _____

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

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

APPLICATION WILL BE KEPT ON FILE FOR ONE YEAR

William H. Wynne
Signature of Applicant

7 OCT 2008
Date

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



Office of the Mayor

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

October 14, 2008

TO: City Councilmembers
FROM: Jerry F. Ludwig, Mayor
RE: Building Board Code of Appeals

In accordance with City Code, Sec. 2-341, the City Engineer and the Fire Chief are members because of their offices. The Building Official is an Ex-Officio member. The Mayor and City Council appoint five members to three-year terms. One citizen realtor.

It is my desire, therefore, to reappoint Bill Benedetto to the Building Code Board of Appeals for a three-year term beginning immediately, and ending October 13, 2011.

JFL:skh

CITY OF JACKSON



MICHIGAN



Office of Mayor
Jerry F. Ludwig

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

City of Jackson Board/Commission Application

Name: Bill Benedetto

Address: 900 Brighton Zip: 49203

Home Phone: 784-5756 Other Phone: 206-4123

Occupation: Home Buidr

Community Involvement/Activity

Building Board

JACKSON Rec Dept. Soccer coach

Little League Coach

Are you a registered voter? Yes Ward? 6

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

1. Building Code Board or Appeals
2. _____
3. _____

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

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

APPLICATION WILL BE KEPT ON FILE FOR ONE YEAR

Bill Benedetto
Signature of Applicant

10-17-08
Date



City Clerk

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

October 14, 2008

TO: William R. Ross, City Manager
FROM: Angela Arnold, Deputy City Clerk *Angela*
RE: Public Hearings and Resolutions Confirming Assessment Roll Nos. 4167 through 4172

Please place the attached resolutions confirming the following special assessment rolls on the October 21st City Council agenda for consideration after the public hearings are held.

Roll No. 4167 – Delinquent Miscellaneous General Fund Accounts Receivable (alarms, weed mowing and fire permits)

Roll No. 4168 – Delinquent Miscellaneous Community Development Block Grant Fund Accounts Receivable (code enforcement inspection fees)

Roll No. 4169– Delinquent Miscellaneous Wastewater Fund Accounts Receivable (industrial pre-treatment program monitoring, composite sample fees)

Roll No. 4170 – Delinquent Miscellaneous Water Fund Accounts Receivable (frozen meter, street flooding service calls and miscellaneous)

Roll No. 4171 – Delinquent Miscellaneous Public Works Fund Accounts Receivable (property clean-up, board-up, miscellaneous and snow removal)

Roll No. 4172 – Delinquent Miscellaneous Building Department Fund Accounts Receivable (dangerous structure fees)

The required notice was published in the Jackson Citizen Patriot and a notification letter was sent to each property owner included on the rolls.

Thank you.

Attachments

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. 4167 in the amount of \$4,844.42 and were reported to the City Council at its regular meeting held on the 23rd day of September, 2008; 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 21st day of October, 2008, 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 21st day of October, 2008.

IN WITNESS WHEREOF, I have hereto affixed my signature and the Seal of the City of Jackson, Michigan, on this 22nd day of October, 2008.

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. 4168 in the amount of \$3,743.08 and were reported to the City Council at its regular meeting held on the 23rd day of September, 2008; 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 21st day of October, 2008, 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 21st day of October, 2008.

IN WITNESS WHEREOF, I have hereto affixed my signature and the Seal of the City of Jackson, Michigan, on this 22nd day of October, 2008.

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. 4169 in the amount of \$3,502.00 and were reported to the City Council at its regular meeting held on the 23rd day of September, 2008; 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 21st day of October, 2008, 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 21st day of October, 2008.

IN WITNESS WHEREOF, I have hereto affixed my signature and the Seal of the City of Jackson, Michigan, on this 22nd day of October, 2008.

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. 4170 in the amount of \$2,601.74 and were reported to the City Council at its regular meeting held on the 23rd day of September, 2008; 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 21st day of October, 2008, 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 21st day of October, 2008.

IN WITNESS WHEREOF, I have hereto affixed my signature and the Seal of the City of Jackson, Michigan, on this 22nd day of October, 2008.

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. 4171 in the amount of \$23,565.31 and were reported to the City Council at its regular meeting held on the 23rd day of September, 2008; 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 21st day of October, 2008, 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 21st day of October, 2008.

IN WITNESS WHEREOF, I have hereto affixed my signature and the Seal of the City of Jackson, Michigan, on this 22nd day of October, 2008.

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. 4172 in the amount of \$181.64 and were reported to the City Council at its regular meeting held on the 23rd day of September, 2008; 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 21st day of October, 2008, 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 21st day of October, 2008.

IN WITNESS WHEREOF, I have hereto affixed my signature and the Seal of the City of Jackson, Michigan, on this 22nd day of October, 2008.

Lynn Fessel, City Clerk

RESOLUTION

BY THE CITY COUNCIL:

WHEREAS, October 31 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 Friday, October 31, 2008, 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 21, 2008.

IN WITNESS WHEREOF, have hereunto affixed my signature and the seal of the City of Jackson, Michigan on this 22nd day of October, 2008.

_____ City Clerk



TO: Honorable Mayor and City Councilmembers
FROM: William R. Ross, City Manager
DATE: October 15, 2008
RE: Wildwood Avenue Project

You will find attached to this memorandum a memorandum from Jon Dowling, City Engineer, related to bids that were recently opened by MDOT for the reconstruction of Wildwood Avenue from West to Wisner, and for Daniel from Higby to Wildwood. The recommendation from the City Engineer is to accept the low bid, and to enter into a contract with MDOT to proceed with the project. I concur with this recommendation; however, because I feel that full disclosure is necessary, I am adding this memorandum to the recommendation.

The Wildwood Project is necessary. Both from the standpoint of replacement of the street, which is in very bad condition, and the improvement of traffic flow, most particularly in the area of Wildwood and Daniel Streets. The issue that I feel needs to be addressed is the funding of streets. This project is funded with 80 percent of Federal funds for construction work. The City is required to pay 20 percent of the construction cost, and to pay all of the design and inspection work from City funds. The City also will pay the full cost of water main replacement, storm drain work, and any other items that come up during the construction that are not included in the street construction. These projects, while vital, utilize local funds that could be used on local street maintenance and construction. The problem with Wildwood that Council should be aware of is that this project is committed through the Federal and State process, and the funds are committed to Wildwood. A delay in the construction of this project will result in the funds being lost not just from the Wildwood project, but also from any other project that might be available in Jackson County. There is, therefore, very little choice but to proceed with the project. There are two other issues which Council needs to be aware of related to this project:

1. The project itself is slightly below the Engineer's estimate, however, as pointed out in Mr. Dowling's memorandum the costs of the street portion of the project are higher than the original estimate, and therefore, the special assessments against properties along Wildwood will be higher than the original estimates that were sent to the property owners. This is a somewhat unusual situation in that in the past generally the final assessments have been at or below the original estimates. A great deal of the increased cost can be attributed to the rapid increase in the price of oil, and therefore, increases in the price of asphalt, which is composed primarily of oil. You can anticipate that when the assessment hearings are held there will be concerns raised by property owners along Wildwood related to the increases in the special assessments.

2. This project is spread over two fiscal years. We have adequate resources to pay the amount that we estimate will be needed for the current fiscal year. The amount that will be necessary in the 2009-2010 fiscal year budget to complete this project will be between \$75,000 and \$100,000. There will be no latitude in appropriating those funds in the 2009-2010 budget if the Council approves this contract. I believe it is necessary to give full disclosure on this type of issue so that you are aware of this commitment when we go into the budgeting process for 2009-2010.

With all of those factors in mind, I still concur with the recommendations of the City Engineer, and recommend that the City Council approve the contract with MDOT so that the Wildwood project can proceed.

WRR:skh

Attachment



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

DATE: October 15, 2008
TO: William R. Ross, City Manager
FROM: Jon H. Dowling, P.E., City Engineer
RE: Resolution for Approval of Contract with MDOT for Wildwood Avenue

Attached is a resolution to enter into a contract with the Michigan Department of Transportation for the construction work on Wildwood Avenue between Daniel Street and N. West Avenue.

The proposed work is to reconstruct Wildwood from Daniel to Wisner and Daniel from Higby to Wildwood by realigning to a three lane cross-section so that the thru lane westbound will continue onto Daniel. The traffic signal at Wildwood, Daniel and Durand will be removed and the leg of Wildwood to the railroad will be realigned to come into the new configuration at a right angle. A new traffic signal will be installed at Wildwood and Wisner providing protected left turn from east bound Wildwood to north bound Wisner. Right turns from south bound Wisner will be allowed during the same phase. The water main will be replaced on Daniel from Brown to Wildwood and on Wildwood from Daniel to Wisner as part of the project. Wildwood from Wisner to West Avenue will be milled and resurfaced.

The total construction cost of this project is estimated at \$1,012,800. Federal funding will cover over 45% of the costs for the street portion of the project. The City portion of the project will be paid from the Water, Storm Drain, Major Street Funds and Special Assessments. The breakdown is as follows:

Street Paving (Assessment)	\$ 132,992.32
Street Paving (MDOT/FHWA Funds)	\$ 462,000.00
Water main	\$ 243,232.30
Storm Drain	\$ 38,541.00
Street Paving (Major Street Funds)	<u>\$ 136,034.48</u>
Total Project Costs:	\$1,012,800.00

Bids were received by MDOT on October 3, 2008 with Bailey Excavating being the low bidder at 0.47% below the Engineer's Estimate. However, based on their unit prices bid, the assessments will increase. The mill and overlay section from Wisner to N. West Avenue will increase 35.3%, there are 32 parcels with the estimated range of \$254 to \$2,629 to the bid range of \$344 to \$3,556. The assessment change for Daniel to Wisner is an increase of 10.5% with the estimated range of \$701 to 15,091 to the bid range of \$775 to \$16,668 for 15 parcels. The assessment change for Daniel Road from Higby to Wildwood is an increase of 10.9% with the estimated range of \$14,056 to \$16,954 to the bid range of \$15,588 to \$18,802 for 2 parcels. The total for the estimated assessments was \$115,867.18 and the total for the bid assessment is \$132,992.32. The main reason for the increases is the asphalt prices estimated at \$43, \$45, and \$48/ton for the base, levelling and top courses and the bid prices being \$68, \$70 and \$71/ton.

William Ross
October 15, 2008
Page Two

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

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

JD:tjs

c: Lynn Fessel, City Clerk
Randall T. McMunn, P.E., Assistant City Engineer
Glenn Chinavare, Director of Public Services
Lucy Schultz, Accounting Manager

RESOLUTION

BY CITY COUNCIL:

WHEREAS, Wildwood Avenue between Daniel Street and Wisner Street is in need of full depth pavement and curb and gutter replacement; and

WHEREAS, Wildwood Avenue between Daniel Street and Wisner Street experiences traffic congestion and delays requiring improvements; and

WHEREAS, the realignment of the intersection of Daniel, Durand and Wildwood with the removal of the traffic signal would improve traffic flow in the area; and

WHEREAS, the watermain needs replacing on Daniel Street from Brown Street to Wildwood Avenue and on Wildwood Avenue from Daniel Street to Wisner Street; and

WHEREAS, Wildwood Avenue from Wisner Street to N. West Avenue needs the wearing surface improved; and

WHEREAS, the City has received Federal Funding for over 45% for the road portion of this project; and

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

WHEREAS, the estimate for the construction work is \$1,012,800.00 with the State share being \$462,000 and the City share being \$550,800.

NOW, THEREFORE, BE IT RESOLVED that the City Council does approve the reconstruction on Wildwood Avenue between Daniel Street and Wisner Street and the mill and overlay on Wildwood Avenue between Wisner Street and N. West Avenue; and

BE IT FURTHER RESOLVED that the City Council does approve the replacement of the watermain on Daniel Street from Brown Street to Wildwood Avenue and on Wildwood Avenue from Daniel Street to Wisner Street; and

BE IT FURTHER RESOLVED that the City Council does approve entering into contract with the Michigan Department of Transportation for this construction; and

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

* * * *

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

I, Lynn Fessel, City Clerk in and for the City of Jackson, County and State aforesaid, do hereby certify that the foregoing is a true and complete copy of the resolution adopted by the Jackson City Council on the 21st day of October, 2008.

IN WITNESS WHEREOF, I have hereto
affixed my signature and the Seal of the
City of Jackson, Michigan on this 22nd day
of October, 2008.

Lynn Fessel, City Clerk



Wastewater Treatment

2995 Lansing Avenue - Jackson, MI 49202
Telephone: (517) 788-4075 — Facsimile: (517) 788-4641

October 14, 2008

TO: William Ross, City Manager

FROM: Paul Vermaaten, Director Sewage Treatment & Fac.

RE: Change Order Number 1 for Baseline Constructors Inc. for \$ 45,565.28

On 1-8-2008 Baseline Constructors Inc. was awarded work at the Wastewater Treatment Plant (Contract 3- building addition and electrical switchgear replacement). The contractor has performed extra work and or supplied extra items. A listing of the work is attached.

The original amount of the contract was \$598,000. The change order amount is \$45,565.28. This brings the total contract amount to \$643,565.28 Money is available from the Wastewater Equipment Replacement Fund to pay for this change order.

If you concur, will you place this change order request on the next City Council agenda for their review and approval?

attachments

Earth Tech AECOM

5555 Glenwood Hills Pkwy., SE, Suite 200, Grand Rapids, MI 49512
T 616.942.9600 F 616.940.4396 www.earthtech.aecom.com

October 01, 2008

Mr. Paul Vermaaten
Superintendent
Jackson Wastewater Treatment Plant
2995 Lansing Avenue
Jackson, MI 49202

**RE: Change Order No. 1, Baseline Constructors
Contract No. 3 – WWTP Improvements**

Dear Mr. Vermaaten:

Earth Tech recommends approving Change Order No. 1 to the contract between the City of Jackson and Baseline Constructors in the amount of \$45,565.28.

This change order represents extra work that was determined to be required during construction. The extra work was required for a variety of reasons including the discovery of unsatisfactory foundation conditions that were found at the time of excavation, the requirement for additional asphalt paving to facilitate site drainage, relocating an unforeseen plumbing vent, and others.

If you require anything additional, please do not hesitate to contact me.

Sincerely,


Daniel J. Starkey, PE, BCEE
Senior Project Manager

RECEIVED

OCT 06 2008

City of Jackson, WWTP

CHANGE ORDER NO. 01

Owner: City of Jackson
 Project: Wastewater Treatment Plant – Maintenance Building Addition
 Owner's Contract No.: 98534
 Date of Contract Start: February 20 2008

Date: September 06, 2008
 Contractor: Baseline Constructors, Inc.
 \$598,000

You are directed to make the following changes in the Contract Documents. Description:

1531	RFI004 Gale Deduct Gas line as shown abandoned – connect in building	– \$3,000.00
1533	BCI Mud slab under crack/existing footing	\$2,161.31
1534	Sherrells Replace storm structures (elevation on print wrong)	\$1,805.23
1535	Sherrells 8" clay tile found – fill to prevent collapse	\$ 301.13
1540	Sherrells (\$7,368.74), Gale (\$0), Karasek (\$2,082.30) Extend water line 30' at power house basement	\$9,451.04
1554	CT Electric – conduit change	\$11,172.85
1572/1580	FO #3 Gale Mike allows: plumbing - \$1,000; BCI - \$600 Remove floor vent pipe in way of door 104	\$1,600.00
1584	Deduct water proofing	– \$4,000.00
1589	Karasek – Epoxy Grout (\$450 + 10%) Porch Footing (\$150 + 10%) Additional dowels (\$250.00)	\$ 936.38
1624	RFI005 Gale Per plumbing inspector – double check valve \$550 + 10%	\$ 670.89
1630	Can light in shower – access door CT Electric, BCI, Lansing Tile	\$1,078.05
1636	1,000 sf Asphalt remove/replace	\$12,507.00
1654	846 sf Asphalt remove/replace	\$10,681.40
1663	1x4 fluorescent light (CT Electric) in locker room (Mike allowed \$200)	\$ 200.00
	TOTAL	\$45,565.28

Reason for Change Order:

- | | |
|-----------|---|
| 1531 | RFI004 – Gas line as shown was abandoned – connect in building. |
| 1533 | Mud slab under existing footing. While excavating for new west wall of maintenance addition, it was discovered the existing building was undermined from soil settlement. Cost for all concrete placed to stabilize and improve bearing in this area and additional areas where the soil condition did not meet the required bearing pressure is included in this item. |
| 1534 | Replace storm structures (elevation on print was wrong). |
| 1535 | 8" clay tile found – fill to prevent collapse. Abandoned tile had to be properly secured to prevent undermining of new facility floor. |
| 1554 | Conduit change. The City of Jackson requested a change from EMT to RGC. |
| 1540 | Extend water line 30' at power house basement. Additional work was required as the found piping was not as shown on as-built prints. This required extensive hand work and down time for equipment as the several plant pipelines were encountered. Costs for all over excavation necessary when unsuitable soils were encountered are included in this item. |
| 1572/1580 | FO #3 – Remove floor vent pipe in way of door 104. Plumbing vent had to be moved as it was not as shown on existing building plans. Leaving as found would have impinged on new door operation. |
| 1584 | This architectural feature not is required in Michigan. |
| 1589 | Epoxy Grout, Porch Footing Additional Doweling. This work tied new work to newly placed extra concrete used to correct unstable/unsuitable soil condition. |
| 1624 | RFI005 - Per plumbing inspector – double check valve. The local plumbing inspector has determined a backflow preventor is required despite the system being a private system. |
| 1630 | Can light in shower – access door. Added light and access panel to improve visibility and allow for damper modulation. |
| 1636 | 1,000 sf Asphalt remove/replace. Existing asphalt was undulated in such a manner that it was extremely difficult to flow rainwater. This work corrects deficiencies and pondings that existed in the past. |
| 1654 | 846 sf Asphalt remove/replace. Existing asphalt was undulated in such a manner that it was extremely difficult to flow rainwater. This work corrects deficiencies and pondings that existed in the past. |
| 1663 | 1x4 fluorescent light in locker room. Required fixture inadvertently missed in design. |

RECEIVED

OCT 06 2008

City of Jackson, WWTP

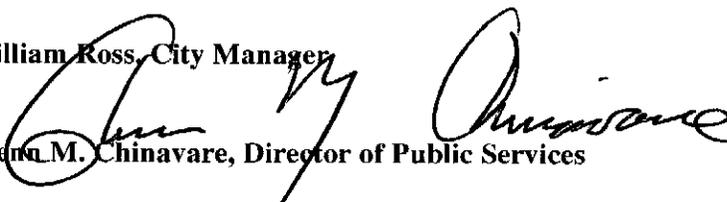


**Department of Public Services
Department of Public Works**

521 Water Street - Jackson, MI 49203
Telephone: (517) 788-4170 — Facsimile: (517) 788-4639

October 10, 2008

TO: William Ross, City Manager

FROM:  Glenn M. Chinavare, Director of Public Services

RE: Bid Award – 5 Yard Cab & Chassis Truck

The Public Works Department requests approval to purchase a 2009 International Cab & Chassis truck from Tri-County International Trucks. The Purchasing Agent received two (2) bids on October 8, 2008 at the Purchasing Department. There was a third company, Star Truck Sales, who declined to bid.

This truck will be built as a hook lift truck with hydraulics for a front plow and salt spreader. All attachments and fabrication will be bid at a later date. This will replace truck 459, a 1995 Ford F800, which has a rusted frame and body, major wiring problems and a hooklift system needing repairs that are cost prohibitive. The following bids were received:

Tri-County International Trucks	\$64,539.96
Motor City Trucks	\$65,695.00

Funds for this purchase are available in the Fiscal Year 2008/2009 Motor Pool and Garage Fund. In conjunction with the Purchasing Agent, request City Council approval to purchase the 2009 International Cab & Chassis truck from Tri-County International Trucks, of Jackson, Michigan for the low bid price of \$64,539.96.

Cc: Margaret Cunningham, Purchasing Agent
Lucinda Schultz, Accounting Manager
Phil Hones, Finance Director



City Manager's Office

161 W. Michigan Avenue - Jackson, MI 49201
Telephone: (517) 788-4035 — Facsimile: (517) 768-5820

TO: Honorable Mayor and City Councilmembers
FROM: William R. Ross, City Manager
DATE: October 15, 2008
RE: Water and Sanitary Sewer Rate Study Recommendation

Attached is a recommendation from Glenn Chinavare, Paul Vermaaten, and Margaret Cunningham related to a request for proposals that was received earlier this Fall for a provision of a rate study for the water and wastewater utilities. The recommendation is that the rate study project be awarded to Tetra Tech in the amount of \$49,609 for a combined water and wastewater study that would produce separate rate charts for each of the utilities, but would gain efficiencies in cost because of the two studies being performed concurrently by the same firm.

I concur with this recommendation after reviewing the proposal from Tetra Tech in detail. The proposal is quite lengthy, and has not been reproduced for this packet. However, we will have the proposal available at the meeting should any Councilmember wish to review it. The proposal is quite complete and includes not only review with City staff, but a review of the results of the study at several stages with the City Council and with representatives of business, citizenry, and the townships, which are customers of the City's wastewater and water utilities. The proposal further includes an analysis of the City's rate structure as it relates to the Bolt decision and a review of that analysis with the City Attorney. We believe that this is a particularly important step because it ensures that the rate structure as recommended to the Council is in compliance with Bolt.

Please be assured that there will be adequate opportunity for input as the study proceeds, not just from City staff, but also from the community, Council, and the customers of the systems.

With all of the above statements in mind, and after a complete review of the proposal, I concur and recommend that the City Council accept the proposal of Tetra Tech to conduct a rate study of the City of Jackson wastewater and water utilities in an amount not to exceed \$49,609.

WRR:skh

Attachment



**Department of Public Services
Water Division**

**515 Water Street - Jackson, MI 49203
Telephone: (517) 788-4090 — Facsimile: (517) 788-4639**

October 13, 2008

To: William Ross, City Manager

From: Glenn M. Chinavare, Director of Public Services

Paul Vermaaten, Director of Sewage Treatment Facilities

RE: Utility Rate Study

In May 2008, City Council requested a Combined Comprehensive Water and Wastewater Utility Rate study in accordance with the recommendation of the City Manager. The Purchasing Department sent out requests for proposals (RFP) to eight engineering/accounting firms. Unlike bid solicitations, RFP's are requested for professional services. These proposals provide an opportunity for the respondents to demonstrate their understanding of the project and their qualifications to perform the work.

On September 9, 2008, the Purchasing Department received four (4) proposals. A point system was used to evaluate the proposals based on: Qualifications; Ability; Experience; Approach, and Accessibility. City staff involved in the reviewing process is; Purchasing Agent Margaret Cunningham, Director of Waste Water Services Paul Vermaaten, Accounting Manager Lucinda Schultz, Director of Public Services Glenn Chinavare, and City Engineer Jon Dowling. Cost proposals were opened for only the two highest points rated firms. Below is a breakdown of the four proposals reviewed, and the cost of services submitted by the two highest rated firms:

Name	Total Rating 800 max pts	Total Expected Hrs	Costs by Dept: Water Waste Water	Total Cost Proposal
#1) Tetra Tech, Inc. Ann Arbor, MI	740	267	\$29,092 \$37,507	\$49,609*
#2) Earth Tech Grand Rapids, MI	731	538	\$35,000 \$38,500	\$73,500
#3) Jones & Henry Kalamazoo, MI	625	964		
#4) Utility Fin'l Solutions Holland, MI	539	396		

The Rate Review Committee recommends the Water and Wastewater Utility Rate Review services contract be awarded to Tetra Tech, Inc. of Ann Arbor, at the not-to-exceed cost of \$49,609. *Please note that Tetra Tech's total cost proposal reflects a cost break for performing both rate studys. If you concur with this recommendation, please place this on the next City Council agenda for consideration and approval.

Cc: Margaret Cunningham, Purchasing Agent
Jon Dowling, City Engineer
Lucinda Schultz, Accounting Manager



City Manager's Office

161 W. Michigan Avenue - Jackson, MI 49201
Telephone: (517) 788-4035 — Facsimile: (517) 768-5820

TO: Honorable Mayor and City Councilmembers
FROM: William R. Ross, City Manager
DATE: October 15, 2008
RE: Reallocation of Funds for Local Streets

Phil Hones and I have spent a considerable amount of time working with Department Heads to identify potential sources of funds that can be reallocated to provide additional funding for maintenance and reconstruction of local streets. This process has been far from easy, and in fact, will necessitate a serious review of priorities by the City Council in order to effectuate the reallocations that we have developed.

The first step is to review the source of funds that are available to pay for street maintenance and reconstruction. The primary sources that are available for local street maintenance and reconstruction include:

1. State gasoline and registration fees, also known as Act 51 funds,
2. The Public Improvement Fund, which is a separate levy of slightly less than \$2 on \$1,000 established in the City Charter, and is available for Capital Projects, but not for routine maintenance,
3. Special Assessments, under policy established by the City Council that allocates and assesses a portion of street reconstruction and construction costs to different classes of property based upon the land use and the classification of the property,
4. Local property and Income Tax revenue that is deposited in the General Fund, and can be transferred to the street maintenance and construction funds.

Each of these sources of revenue is either stagnant or declining. We anticipate a seven to eight percent decline in Act 51 funds. We anticipate a reduction in the total taxable value of the community due to the difficulties in the housing market. We anticipate that the General Fund revenues will be stagnate, and are particularly concerned about revenue sharing from the State of Michigan, which is based on sales tax revenues. The Public Improvement Fund is a property tax, and therefore, is also subject to reductions in the amounts available due to changes in taxable value.

We have, however, been able to identify approximately \$920,000 that could be available in fiscal year beginning July 1, 2009, for local street maintenance and street reconstruction. It is important to note, however, that this amount will be reduced by any amounts that are used to match Federal and State grants that are utilized for major street construction such as the Wildwood Project, the Mechanic Street bridge replacement, or the reconstruction project on a portion of Ganson Street. The \$920,000 would be supplemented in the amount of approximately 10 percent by special assessments that could be levied by the Council for reconstruction of local streets. The City does not levy special assessments for maintenance of local streets. That is crack filling, seal coating, and patching such as the patchwork recently completed on S. West Avenue. There could, therefore, be available an amount somewhere between \$900,000 and \$1 million for local streets. This amount could be available beginning fiscal year July 1, 2009.

The funds would be utilized in two ways. First, streets would be identified that are in adequate condition, and would be candidates for crack filling and seal coating. There would also be a separate group of streets that would be identified for complete reconstruction. We are qualifying complete reconstruction by saying that in those areas where the curb and gutter are in relatively good condition, and the base under the existing pavement has not failed entirely, we would propose to crush and grind those streets and perform an overlay with new asphalt rather than completely ripping out and reconstructing the streets. Even with this limited amount of work it can cost between \$60,000 and \$70,000 per block to crush and/or grind and overlay a section of the street. So, you can see that while \$1 million sounds like a lot of money, it doesn't go very far when you are doing this work.

The tradeoffs for this funding are that in the past, including the current year, the City has utilized PIF and Act 51 funds to match Federal funding through MDOT to pay for projects on major streets. The reallocation of funds from major to local streets would involve a reduction or potential elimination of several major street and/or bridge projects. Three projects which are currently programmed which would be either delayed or eliminated include the replacement of the Mechanic Street bridge, the construction of Ganson Street from Cooper to East Avenue, and the reconstruction of E. High Street from Loomis west to Cooper Street. These are all worthy projects. However, if the priority is to concentrate on local streets, there will not be either local matching funds or local design and inspection funds available in the budget to allow these projects to proceed. The additional tradeoff is that the PIF has also provided funding for park projects. We have reviewed with Jim Parrott planned park projects beyond this fiscal year. Mr. Parrott has agreed that in order to provide funds for the maintenance and reconstruction of local streets that park projects could be delayed. The majority if not all of these projects are funded entirely from local funds, and therefore, there are no Federal or State funds that are lost. However, it does mean that virtually any major improvements in the parks system would be held in abeyance while funding is shifted to local street maintenance and street reconstruction.

An additional potential source of funds is the Riverwalk Trail Project. The PIF budget currently has approximately \$135,000 allocated for the Riverwalk Trail Project. The project is, in my opinion, important to the long range plans to rejuvenate the central area of the City. However, we need to ask ourselves carefully, is this project the best use of scarce resources, and would those resources be best utilized in maintaining the quality of our infrastructure and the character of our neighborhoods. This is a question that only the City Council can answer after careful

Mayor and Council

Page 3

October 15, 2008

thought and consideration. Once again, we have State and Federal grants that have already been allocated to the Riverwalk project. We have a strong body of support from portions of the community for the project. We have, however, great difficulties in moving the project forward due to the unwillingness of Norfolk Southern Railroad to grant easements in order to allow the trail to be constructed. It further appears that the City has little or no ability to force the railroad to grant the easements. We, therefore, need to ask ourselves are we tired of pushing the rock up the hill, and is this a project that may never come to fruition, and therefore, needs to be abandoned. I personally would hate to see that happen, but I think we need to give realistic thought to the situation, and to determine just where we are going with the Riverwalk.

With all of this in mind, I will be pleased to answer questions, provide additional information, and work with Councilmembers in developing a policy for you to adopt related to funding of reconstruction and maintenance of local streets while keeping in mind other budgetary priorities. This has been a far from easy task with competing needs for resources, and with previous commitments that cause difficulties in putting together programs such as this one. It is now a policy matter that you need to review and provide feedback on how you wish to proceed with the items contained in this memorandum.

WRR:skh

Fund 245 Public Improvement Fund

Account Description	2004/05 Actual	2005/06 Actual	2006/07 Actual	2007/08 Projected	2008/09 Adopted	2008/09 Projected	2009/10 Projected
REVENUES:							
403 Current Property Taxes	1,064,932	1,097,591	1,153,021	1,190,170	1,181,000	1,181,000	1,181,000
424 Payments In Lieu Of Taxes	6,906	6,853	5,566	6,498	6,000	6,000	6,000
664 Interest	24,098	39,151	65,641	58,381	40,000	40,000	40,000
Total Revenues	1,095,936	1,143,595	1,224,228	1,255,049	1,227,000	1,227,000	1,227,000
EXPENDITURES:							
Contractual and Other:							
962 Uncollectible Accounts	4,507	-	37,778	-	3,000	3,000	3,000
999.202 Cont.-Major St. Fund	717,992	101,016	631,966	454,735	579,290	579,290	See
999.203 Cont.-Local St. Fund	-	-	229,643	84,386	86,435	86,435	Below
999.210 Cont.-Land Acq. Fund	-	-	-	-	17,500	17,500	55,000
999.368 Rental - Building Auth. D/S	219,584	125,964	127,104	128,394	128,500	128,500	128,784
999.401 Contrib.- Capital Projects Fd.	188,689	99,126	317,489	313,907	330,000	560,000	150,000
999.583 Contrib.- SP Golf Prac.Ctr. Fd.	-	-	5,000	12,000	-	12,000	12,000
	1,130,772	326,106	1,348,980	993,422	1,144,725	1,386,725	348,784
Capital Outlay:							
974.446 Storm Drain Construction	7,857	53,855	64,176	88,326	98,000	98,000	-
974.448 Sidewalk Program-Local	74,805	89,793	79,000	90,000	-	-	-
976.011 City Hall Construction	-	-	106,811	3,436	-	-	-
991.265 City Hall Inst. Cont - Principal	65,000	70,000	75,000	80,000	80,000	80,000	-
991.698 Nixon Inst. Cont - Principal	20,000	20,000	20,000	20,000	25,000	25,000	20,000
995.265 City Hall Inst. Cont - Interest	12,757	11,438	8,813	6,000	3,000	3,000	-
995.698 Nixon Inst. Cont - Interest	7,875	6,825	5,775	4,725	4,858	3,675	2,363
	188,294	251,911	359,575	292,486	210,858	209,675	22,363
Total Expenditures	1,319,066	578,017	1,708,555	1,285,908	1,355,583	1,596,400	371,147
Excess of Revenues Over (Under) Expend.	(223,130)	565,578	(484,327)	(30,859)	(128,583)	(369,400)	855,853
Fund Balance - Beginning of Year	606,655	383,525	949,103	464,776	433,917	433,917	64,517
Fund Balance - End of Year	383,525	949,103	464,776	433,917	305,334	64,517	920,370

Notes:

No increases in revenues projected for next year due to the decrease in taxable/assessed values.

Current M/S budgeted street projects using PIF are in 202-451 \$ 349,558 (detailed p 127 of Budget), 202-505 \$ 229,732 (p. 136 of Budget).

Current L/S budgeted street projects using PIF are in 203-451 \$ 46,500 (detailed p 141 of Budget) plus \$ 39,935 not detailed.

Projections assume a minimum of \$ 150,000 will be needed for Fund # 401 Capital Projects and that there will be no

Storm Drain, Sidewalk or City Hall Improvements that will require funding; in the instance they will it will all come from the \$ 920,370 in fund balance.

City of Jackson
Fiscal Year 2009/10 Proposed Budget
Major Street Fund
Summary of Revenues, Expenditures and Changes in Fund Balances

	2004/05 Actual	2005/06 Actual	2006/07 Actual	2007/08 Budget	2007/08 Actual	2008/09 Dept. Requested	2009/10 Proposed	
Revenues:								
Federal & State Grants	2,623,115	1,387,997	2,254,607	1,661,479	639,473	2,459,922	0	
State Gas & Weight Tax	1,995,245	1,968,287	1,944,862	1,918,210	1,914,840	1,918,210	1,914,840	
State Trunkline Maintenance	200,848	142,557	189,557	231,816	163,084	231,816	231,816	
Interest	400	13,405	3,212	3,000	83	3,000	3,000	
Miscellaneous	187,923	149,248	154,615	134,775	200,932	133,555	135,336	
Contributions From Other Funds	1,387,522	399,328	953,991	772,620	772,733	1,248,028	369,000	
	<u>6,395,053</u>	<u>4,060,822</u>	<u>5,500,844</u>	<u>4,721,900</u>	<u>3,691,145</u>	<u>5,994,531</u>	<u>2,653,992</u>	
Expenditures:								
Street & Bridge Construction	450,626	460,448	706,470	470,851	493,441	623,066	369,000	2009-10 Major St. Const.
Street & Bridge Maintenance	549,502	538,709	789,942	680,478	635,780	685,002	635,780	Wildwood 73,000
Bridge Construction	127,250	63,291	0	0	0	0	0	Planning 80,000
Bridge Maintenance	11,510	14,151	0	0	0	0	0	Bridges 216,000
Traffic Services	518,086	543,355	585,120	583,852	581,376	635,921	600,000	369,000
Winter Maintenance	273,141	247,354	261,573	403,763	393,755	371,785	395,000	
Transfers To Other Funds	416,418	419,503	557,247	544,097	444,304	636,463	450,384	
Trunkline Maintenance	183,480	117,646	172,483	231,816	143,946	231,816	231,816	
State Highway Construction	3,519,344	1,765,555	2,972,496	1,874,789	873,844	3,084,884	0	
	<u>6,049,357</u>	<u>4,170,012</u>	<u>6,045,331</u>	<u>4,789,646</u>	<u>3,566,446</u>	<u>6,268,937</u>	<u>2,681,980</u>	
Revenues Over (Under)								
Expenditures	345,696	(109,190)	(544,487)	(67,746)	124,699	(274,406)	(27,988)	
Fund Balance - Beginning of Year	502,837	848,533	739,343	194,856	194,856	319,555	45,149	
Fund Balance - End of Year	<u>848,533</u>	<u>739,343</u>	<u>194,856</u>	<u>127,110</u>	<u>319,555</u>	<u>45,149</u>	<u>17,161</u>	

**City of Jackson
Fiscal Year 2009/10 Proposed Budget**

Local Street Fund

Summary of Revenues, Expenditures and Changes in Fund Balances

	2004/05 Actual	2005/06 Actual	2006/07 Actual	2007/08 Budget	2007/08 Actual	2008/09 Dept. Requested	2009/10 Proposed	
Revenues:								
State Gas & Weight Tax	609,745	601,127	593,862	586,160	584,605	586,160	584,605	
Interest	656	2,276	711	1,000	0	1,000	1,000	
Miscellaneous	0	1,044	3,677	1,800	56,810	1,800	1,800	
Contributions From Other Funds	200,811	475,001	1,072,090	858,106	745,017	488,213	934,666	
	<u>811,212</u>	<u>1,079,448</u>	<u>1,670,340</u>	<u>1,447,066</u>	<u>1,386,432</u>	<u>1,077,173</u>	<u>1,522,071</u>	
Expenditures:								
Street & Bridge Construction	75,634	181,867	875,944	583,106	581,742	68,500	624,692	Local St. Const.
Street & Bridge Maintenance	536,235	634,574	702,152	754,139	702,190	825,043	804,139	391,851 Local St
Bridge Maintenance	239	1,830	0	0	0	0	0	121,016 (assmt)
Traffic Services	36,641	58,220	46,804	22,530	22,402	27,241	30,000	
Winter Maintenance	159,858	89,860	160,887	216,887	213,763	192,868	198,654	67,486 Grinnell(assmt)
Transfers To Other Funds	12,398	12,222	12,046	12,257	12,275	22,320	22,225	44,339 Local St.
	<u>821,005</u>	<u>978,573</u>	<u>1,797,833</u>	<u>1,588,919</u>	<u>1,532,372</u>	<u>1,135,972</u>	<u>1,679,710</u>	624,692
Revenues Over (Under)								Chipseal-Local St. Maint.
Expenditures	(9,793)	100,875	(127,493)	(141,853)	(145,940)	(58,799)	(157,639)	100,000 (2009-10)
Fund Balance - Beginning of Year	241,150	231,357	332,232	204,739	204,739	58,799	0	
Fund Balance - End of Year	<u>231,357</u>	<u>332,232</u>	<u>204,739</u>	<u>62,886</u>	<u>58,799</u>	<u>0</u>	<u>(157,639)</u>	

2007-08 St. Maint. Budget-Chipseal \$100,000

2008-09 St. Maint. Budget-Chipseal \$100,000

2009-10 Local St. Maint. Budget-Chipseal \$100,000

Chipseal completed 2008-09

Cost \$170,000

(Shown in St. Maint. Bdgt 2008-09 \$50,000 Majors, \$120,000 Locals)

Note: Eng. Could put one of the following projects on hold for 2008/09 or 2009/10 and balance local street fund.

Major St. Const. 2008-09 PIF	Major St. Const. 2009-10 PIF
Riverwalk Project - PIF	Bridges - PIF
130,209 (202.505)	216,000
Riverwalk Project - PIF	
105,000 (202.451)	

City of Jackson
Fiscal Year 2009/10 Proposed Budget
Revenue Detail

Fund 202 Major Street Fund

Account Description		2004/05	2005/06	2006/07	2007/08	2007/08	2008/09	2009/10	
		Actual	Actual	Actual	Budget	Actual	Dept. Requested	Proposed	
470	Telecom Fee	127,274	117,119	116,555	116,555	118,336	116,555	118,336	
501	Federal And State Grant	2,624,702	1,387,997	2,254,607	1,661,479	639,473	2,459,922		
539.018	Storm Drains - MDOT	-1,587	0	0	0	0	0		
569	Act 51 Gas & Weight Tax	1,995,245	1,968,287	1,944,862	1,918,210	1,914,840	1,918,210	1,914,840	
582.004	Contrib. R2 Traf	1,541	3,868	-572	0	0	0		
582.005	Contrib. R2 Asset Mgt.	0	0	2,682	0	0	0		
664	Interest	400	13,405	3,212	3,000	83	3,000	3,000	
685	Insurance Ref. (Storm Damage)	13,159	0	0	0	0	0		
685.677	Insurance Refund-W/C	0	0	0	0	0	0		
686.498	Trunkline Maintenance	200,848	142,557	189,557	231,816	163,084	231,816	231,816	
694.661	Exp. Refund-Mtr Pl				58,348	58,348			
698.451	Miscellaneous	1,088	4,650	282	1,220	1,220	0		
698.463	Miscellaneous	4,547	1,932	3,632	2,000	4,236	2,000	2,000	
698.474	Miscellaneous	40,314	21,679	32,036	15,000	18,792	15,000	15,000	
699.101	Cont.-General Fund	0	28,422	0	0	0	0		2009-10
699.245	Cont.-Public Imp. Fund	717,992	101,016	631,966	454,735	454,735	579,290	369,000	PIF
699.286	Cont.-CDBG Fund	180,069	45,300	60,953	0	0	115,000		369,000 (Majors)
699.424	Cont.-2003 MTF Bond Const.	230,044	0	0	0	0	0		551,370 (Locals)
699.895	Cont.-Special Assessmt. Fd.	259,417	224,590	261,072	317,885	317,998	553,738		920,370 (Total)
Total Revenues		6,395,053	4,060,822	5,500,844	4,780,248	3,691,145	5,994,531	2,653,992	

City of Jackson
Fiscal Year 2009/10 Proposed Budget
Revenue Detail

Fund 203 Local Street Fund

Account Description	2004/05	2005/06	2006/07	2007/08	2007/08	2008/09	2009/10
	Actual	Actual	Actual	Budget	Actual	Dept. Requested	Proposed
569 Act 51 Gas & Weight Tax	609,745	601,127	593,862	586,160	584,605	586,160	584,605
664 Interest	656	2,276	711	1,000	0	1,000	1,000
685.677 Insurance Refund-W/C	0	0	0	0	0	0	
694.661 Exp Refund-Mtr PI				56,810	56,810		
698.463 Miscellaneous	0	849	2,269	800	0	800	800
698.474 Miscellaneous	0	195	1,408	1,000	0	1,000	1,000
699.101 Cont.-General Fund	0	271,578	0	0	0	0	
699.202 Cont.-Major Street Fund	150,000	155,000	290,000	275,000	175,000	379,778	194,794
699.245 Cont.-Public Improvemt. Fd.	0	0	229,643	84,386	84,386	86,435	551,370
699.286 Cont.-CDBG Fund	0	25,565	405,655	347,571	334,152		
699.424 Cont.-2003 MTF Bond Const.	34,977	0	0	0	0	0	
699.895 Cont.-Special Assessmt. Fd.	15,834	22,858	146,792	151,149	151,479	22,000	188,502
Total Revenues	811,212	1,079,448	1,670,340	1,503,876	1,386,432	1,077,173	1,522,071

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



MEMORANDUM

DATE: October 7, 2008

TO: William R. Ross
City Manager

FROM: Matthew R. Heins
Chief of Police

SUBJECT: September Manager's Report

Chief Matthew Heins

- Attended:
 - Combined facility meeting
 - JNET Board meeting
 - M2Dynamics presentation at JCC
 - Cascades Victim Memorial re-dedication
 - Chief's meeting
 - Meeting with ATF – John Felton
 - Highfields Community Outreach Breakfast
 - Police Executive Development Series (PEDS) training
- Met with Gae Winn of the Jackson Area Landlord Association
- Assisted with Lieutenant Promotional Board for Ypsilanti PD
- Met with Georgia Fojtasek
- Opening comments for Citizens Police Academy
- Spoke at JCC's Criminal Justice CJ101 class
- Met with Command Staff to discuss sergeant promotion

Deputy Chief John Holda

- Attended:
 - Act 345 meeting
 - Chief's Meeting
 - Goal Setting
 - Combined facilities Meeting
 - ATF Meeting – John Felton
 - POLC-Non Supervisory Unit Negotiations

- Wells Management Meeting
- JCC/Training Consortium Meeting
- First Half Award Nominations and selection
- MDC project moving forward. Demo MDC worked well with our system. Will coordinate with Purchasing to get our order in and begin planning for delivery and installation.

Lt. Aaron Kantor

- Attended:
 - SRT Training
 - MPRI Meeting @ Lifeways
 - John George Meeting/Fundraiser
 - Human Relations Commission meeting
 - Media training at the Cascades Manor House – Tim Skubick
 - Meeting with Julius Giglio and Lynn Fessel – Change in Pawn Shop Ordinance
 - Working on the final changes to our pawn shop ordinance. Will have another meeting with City Attorney and City Clerk to finalize this.
- Other update information
 - Organized JPD's participation in JCC's community day on Sept. 27th
 - Obtained materials for gun safety program we will be implementing in area elementary schools.
 - Mortgage fraud progress continues – warrants were issued for Marcy Drye and Everett Snellenberger. Both subjects have turned themselves in.
 - A gun destruction was completed in evidence
 - Worked on evidence audit report and recommendations.

Lt. Christopher Simpson

- Attended:
 - OSHP strategic meeting with Bev Ward
 - Officer LaVigne evaluation meeting
 - Criminal Sexual Conduct training at Foote hospital
 - Command Uniform fitting
 - BS&A complaint tracking demo at City Hall
 - Traffic Safety Summit
 - Domestic Violence Coordinating Alliance meeting
 - African American Male Summit follow-up
 - Human Services Summit meeting
- Projects Currently in Progress:
 - Employee evaluation
 - Supervisors training
 - Equipment accountability
- Worked approximately 12 hours with patrol officers during the month