



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

## **AGENDA – CITY COUNCIL MEETING**

March 11, 2008

1. Call to Order.
2. Pledge of Allegiance – Invocation by Robert B. Howe, 2<sup>nd</sup> Ward City Councilmember.
3. Roll Call.
4. Adoption of Agenda.
5. **Presentations/Proclamations.**
6. **Citizen Comments. (3-Minute Limit)**
7. **Consent Calendar.**
  - A. Approval of the minutes of the regular City Council meeting of February 26, 2008.
  - B. Approval of the request from disAbility Connections, with the assistance of Rotary Clubs, to engage in solicitation at the U.S. Post Office, 113 W. Michigan Avenue, in the City on Friday and Saturday, May 9 and 10, 2008.
  - C. Approval of the request from Orthopaedic Rehab 8K Run Committee to hold their annual run/walk on City streets on Saturday, April 12, 2008, beginning near Kuhl's Bell Tower Market at 8:00 a.m. and ending at the same, with street closures, police assistance at major intersections and use of the small "band stand" trailer from the Department of Public Services. (Recommended approvals received by the Police, Fire, Traffic Engineering, and Public Services Departments, and the Downtown Development Authority. Proper insurance coverage has been received.)
  - D. Approval of the request from Advance Packaging Corporation to conduct their annual Advance Packaging 5000 5K Run/Walk on Friday, May 16, 2008, beginning at 7:00 p.m., with police assistance and closure of one westbound lane of E. High Street from Executive Drive to Elm Street. (Recommended approvals received by the Police, Fire Traffic Engineering, and Public Services Departments. Proper insurance coverage has been received.)
  - E. Approval of Traffic Control Order Nos. (TCO) 1974 and 1975, for stop signs for southbound traffic on Hickory Avenue at Park Road, and north and southbound traffic on Hickory Avenue at Horton Road respectively, in accordance with the recommendation of the City Engineer.
  - F. Approval of the Community Development Block Grant (CDBG) 2008-2009 Consolidated Plan Draft (One Year Action Plan), and authorization for its dissemination for public comment within the statutory timetable of thirty (30) days.
  - G. Establishment of April 8, 2008, at the City Council meeting as the time and place to hold a public hearing to create an Obsolete Property Rehabilitation District (OPRD) #5 to encompass 212 and 228 West Michigan Avenue.

8. **Committee Reports.**
  - A. Receipt of the Rules & Personnel Committee Report and recommendations regarding the City Council travel policy and computer use policy.
    1. Consideration of a resolution and policy statement authorizing the City Manager to write administrative rules regarding use of the City computer system.
  - B. Receipt of the City Affairs Committee Report and recommendations regarding Jackson Metropolitan Fire Department coordination activities.
9. **Appointments.**
  - A. Approval of the Mayor's recommendation to reappoint Richard Sneary to the Downtown Development Authority for a four-year term beginning March 30, 2008, and ending March 29, 2012.
  - B. Approval of the Mayor's recommendation to appoint Jonathan T. Williams, Paula A. Harris, Richard E. Saltzgaber, Michael Levy, Katherine J. Klaus, Lee Hampton, Renate R. Hurd, Ellen White, Anthony Horne, Warren D. Renando, Ken Wyatt, and Michael J. Swope to the Charter Review Commission.
10. **Public Hearings.**
  - A. Public hearing to amend the City's Brownfield Plan for property located at 900 Cooper Street (Great Lakes Home Health & Hospice) and adjoining property, as recommended by the Jackson Brownfield Redevelopment Authority and the Community Development Director.
    1. Resolution approving the amended Brownfield Plan for property located at 900 Cooper Street and adjoining property.
11. **Resolutions.**
  - A. Consideration of a resolution amending the 2006-2007 HOME Grant budget reallocating \$30,000.00 from Jackson Affordable Housing Corporation (JAHC) New Construction to JAHC Single Family Renovation, and \$75,000.00 from HOME Entitlement New Construction to CAA New Construction.
12. **Ordinances.**
13. **Other Business.**
  - A. Consideration of the request to approve a 90-day extension of the Development Agreement negotiation timeline for Hotel Hayes Redevelopment, LLC, expiring on June 9, 2008, for the redevelopment of 228 W. Michigan Avenue.
14. **New Business.**
  - A. Consideration of the request to grant relief to Jackson Affordable Housing Corporation (JAHC) from repayment of funds for new construction at 814 Homewild and 1022 Homewild, and authorization for the Mayor and City Clerk to execute the appropriate document(s), including an Amendment to the Development Agreement with JAHC, and to waive any repayment provision of HOME and Foote Hospital funds for 814 Homewild and 1022 Homewild, in accordance with the recommendation of the Acting Community Development Director.
  - B. Consideration of the request to forgive an Owner-Occupied Rehabilitation Loan in the amount of \$20,086.05 (entire balance), and to forgive \$864.00 (existing balance) for a Community Development Block Grant (CDBG) Lead Hazard Reduction Loan, for 215 E. Porter, and authorization for staff to discharge both related mortgages, in accordance with the recommendation of the Acting Community Development Director.
  - C. Consideration of the request to approve the bid award to FEB Enterprises, Jackson, in the amount of \$20,945.00, for the owner-occupied Community Development rehabilitation project at 1125 Walker Street, in accordance with the recommendation of the Community Development Director.
  - D. Consideration of the request to approve the bid award to E.F. Potter, Parma, in the amount of \$27,903.00, for the owner-occupied Community Development rehabilitation project at 1508

- E. North Street, in accordance with the recommendation of the Community Development Director.
- E. Consideration of the request to approve the bid award to E.F. Potter, Parma, in the amount of \$60,880.00, for the owner-occupied Community Development rehabilitation project at 619 St. Clair Street, in accordance with the recommendation of the Community Development Director.
- F. Consideration of the request to approve the first renewal to the contract with On Target Maintenance, Munith, at an estimated contract amount of \$20,582.00, (including a 3% increase per contract documents), for the 2007 Private Lot Mowing Contract, and authorization for the Mayor and City Clerk to execute the appropriate contract document(s), in accordance with the recommendation of the Director of Public Services and the Purchasing Agent.
- G. Consideration of the request to purchase a 2008 GMC Sierra 3500 HD Cab and Chassis Truck, utilizing the Oakland County Cooperative Purchasing Program-Contract USCTY-1898, from Red Holman Fleet and Commercial Truck Sales, Westland, MI, with a quoted purchase price of \$21,161.00, in accordance with the recommendation of the Director of Public Services and the Purchasing Agent.
- H. Consideration of the request to approve the low bid award to Bobcat Central, Inc., Lansing, in the amount of \$39,319.34, for a Skid Loader, Bobcat S250, in accordance with the recommendation of the Director of Public Services and the Purchasing Agent.
- I. Consideration of the request of 4<sup>th</sup> Ward City Councilmember Gaiser to approve travel to attend an Insurance Service Office (ISO) seminar in Indianapolis, IN, on March 29, 2008.
- J. Consideration of the approval of the contract award to Rothenberger Company, Inc., Concord, in the amount of \$356,438.67, for the Whitney Street Water Main Replacement contract, and authorization for the Mayor and City Clerk to execute the appropriate document(s), in accordance with the recommendation of the Purchasing Agent, Director of Public Services and the City Engineer.

- 15. **City Councilmembers' Comments.**
- 16. **Executive Session to discuss legal opinions.**
- 17. **Return to Open Session.**
- 18. **Adjournment.**

## **JACKSON CITY COUNCIL MEETING**

### **MINUTES**

**FEBRUARY 26, 2008**

#### **CALL TO ORDER.**

The Jackson City Council met in regular session in City Hall and was called to order at 7:01 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: 0.

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

#### **AGENDA.**

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

None.

#### **CITIZEN COMMENTS.**

David Fagan, City Cab Company, told the Council he doesn't believe another taxicab company is needed.

Caron Wootten, Colonial Transportation, gave a brief history of her business. She asked the Council to immediately begin the process of reviewing, updating and modernizing the ordinance regarding taxicab companies and listed some criteria she would like to see included. A hand-out from Mrs. Wootten was distributed to Councilmembers.

Chris Lambrecht, Frauenshuh Healthcare, and Richard Baron, Foley, Baron & Metzger, stated they were available to answer any questions that might arise regarding the development agreement for the Neuromuscular Center.

Robert Cole, Chair of the Parking Advisory Committee, stated that the Committee will start looking at issues related to parking that are of concern to the community. He announced that meetings are held at 7:30 a.m. on the first and third Mondays of each month at the Jackson Coffee Company. He invited interested individuals to attend.

Doug Brown, Applied Science & Technology, Inc., explained to Council that his company is interested in getting started as soon as possible.

### **CONSENT CALENDAR.**

Councilmember Breeding requested Item I be removed for separate consideration.

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

#### Consent Calendar

- A. Approval of the minutes of the regular City Council meeting of February 12, 2008.
- B. Approval of a Taxicab Company License for Starlite Cab Company, 1703 E. Michigan Avenue, in accordance with the recommendation of the City Clerk.
- C. Approval of payment of the Region 2 Planning Commission invoice, in the amount of \$9,922.43, for planning services for January 2008, in accordance with the recommendation of the City Manager.
- D. Approval of the offer to purchase City-owned property located at 1407 Plymouth, (6-0626), in the amount of \$2,000.00, waive a development agreement on the condition that the lot be combined with purchaser's property for the purpose of adding yard space, and authorization for the Mayor to execute the Purchase Agreement, subject to minor modifications and approval by the City Attorney, in accordance with the recommendation of the Community Development Director.
- E. Approval of Traffic Control Order No. (TCO) 1971, establishing parking restrictions on the east and west sides, and at the southern dead-end of Columbus Street south of Pearl Street, in accordance with the recommendation of the City Engineer.
- F. Approval of Traffic Control Order No. (TCO) 1973, changing the first three angle parking stalls east of Mechanic Street in the 100 block of E. Michigan Avenue on the south side, from a two (2)-hour time limit to a twenty (20) minute limit, in accordance with the recommendation of the City Engineer.
- G. Approval of Final Change Order No. 2 to the contract with Concord Excavating and Grading, in the increased amount of \$231.00, for the King Center Parking Lot and Tennis Court Reconstruction project and Parking Lot 7, and authorization for the City Manager, and City Engineer to execute the appropriate document(s), in accordance with the recommendation of the City Engineer.
- H. Receipt of the City of Jackson's summary of revenue and expenditures for the seven (7) months ended January 31, 2008.
- I. *Removed for separate consideration.*

- J. Receipt of suit filed in U. S. District Court by Charles E. McCoy vs. the Jackson Police Department, et al, and referral to the City Attorney's office for appropriate action.
- K. Receipt of Petition for Writ of Certiorari to the Michigan Supreme Court, Greater Bible Way Temple of Jackson, Petitioner and City of Jackson, et al, Respondents, and referral to the City Attorney's office for appropriate action.
- L. Establishment of March 11, 2008, at the City Council meeting as the time and place to hold a public hearing to amend the City's Brownfield Plan for 900 Cooper Street (Great Lakes Home Health & Hospice), as recommended by the Jackson Brownfield Redevelopment Authority and the Community Development Director.

#### **CONSENT CALENDAR ITEM I.**

##### **Receipt of the Community Development Department CDBG Financial Report through January 31, 2008.**

Councilmember Breeding stated he was uneasy with the balances in Items 5, 8, 17, 21, 33 and 36 of the report. He asked the Community Development Director to get back with him on this matter and to provide a report on The Salvation Army Heating Assistance program.

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

#### **COMMITTEE REPORTS.**

None.

#### **APPOINTMENTS.**

- A. APPROVAL OF THE MAYOR'S RECOMMENDATION TO REAPPOINT FREDERICK DAVIES TO THE LOCAL OFFICERS COMPENSATION COMMISSION FOR A SEVEN-YEAR TERM, BEGINNING FEBRUARY 29, 2008 AND ENDING FEBRUARY 28, 2015.**

Motion was made by Councilmember Greer and seconded by Councilmember Polaczyk to approve 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.**

None.

#### **RESOLUTIONS.**

- A. CONSIDERATION OF A RESOLUTION AMENDING THE 2007-2008 JACKSON POLICE DEPARTMENT BUDGET TO REFLECT THE RECEIPT OF THE PROJECT SAFE NEIGHBORHOODS – ANTI-GANG INITIATIVE GRANT WITH THE U. S. DEPARTMENT OF JUSTICE, BUREAU OF JUSTICE ASSISTANCE THROUGH THE DETROIT COMMUNITY JUSTICE PARTNERSHIP IN THE AMOUNT OF \$70,185.00.**

Motion was made by Councilmember Polaczyk 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 2007-2008 JACKSON POLICE DEPARTMENT BUDGET TO REFLECT THE RECEIPT OF THE PROJECT SAFE NEIGHBORHOODS – ANTI-GUN INITIATIVE GRANT WITH THE U. S. DEPARTMENT OF JUSTICE, BUREAU OF JUSTICE ASSISTANCE THROUGH THE DETROIT COMMUNITY JUSTICE PARTNERSHIP IN THE AMOUNT OF \$25,344.00.**

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

**ORDINANCES.**

None.

**OTHER BUSINESS.**

None.

**NEW BUSINESS.**

**A. CONSIDERATION OF A DEVELOPMENT AGREEMENT BETWEEN THE CITY, DDA AND JACKSON INVESTORS, L.L.C., REGARDING THE NEUROMUSCULAR CENTER TO BE CONSTRUCTED ON MICHIGAN AVENUE, AND AUTHORIZATION FOR THE MAYOR AND CITY CLERK TO EXECUTE THE APPROPRIATE DOCUMENT(S), AND AUTHORIZATION FOR STAFF TO MAKE MINOR MODIFICATIONS, IN ACCORDANCE WITH THE RECOMMENDATION OF THE CITY ATTORNEY.**

City Attorney Giglio announced that there is an amendment in Exhibit B that includes two tax tables. He also noted a typographical error in Sec. 2.4; the dollar amount should be \$25,449.

Motion was made by Councilmember Greer and seconded by Councilmember Gaiser to approve the development agreement between the City, DDA and Jackson Investors, L.L.C., regarding the Neuromuscular Center to be constructed on Michigan Avenue, authorize the Mayor and City Clerk to execute the appropriate document(s) and authorize staff to make minor modifications. The motion was adopted by the following vote. Yeas: Mayor Ludwig and Councilmembers Breeding, Howe, Greer, Gaiser, Frounfelker and Polaczyk—7. Nays: 0. Absent: 0.

**B. CONSIDERATION OF THE REQUEST TO APPROVE THE BID AWARD TO AT-A-MOMENTS-NOTICE, IN THE AMOUNT OF \$27,965.00 FOR THE OWNER-OCCUPIED COMMUNITY DEVELOPMENT REHABILITATION PROJECT AT**

**245 W. HIGH STREET, IN ACCORDANCE WITH THE RECOMMENDATION OF THE COMMUNITY DEVELOPMENT DIRECTOR.**

- C. CONSIDERATION OF THE REQUEST TO APPROVE THE BID AWARD TO AT-A-MOMENTS-NOTICE, IN THE AMOUNT OF \$21,020.00 FOR THE OWNER-OCCUPIED COMMUNITY DEVELOPMENT REHABILITATION PROJECT AT 822 N. WATERLOO, IN ACCORDANCE WITH THE RECOMMENDATION OF THE COMMUNITY DEVELOPMENT DIRECTOR.**
- D. CONSIDERATION OF THE REQUEST TO APPROVE THE BID AWARD TO AT-A-MOMENTS-NOTICE, IN THE AMOUNT OF \$21,625.00 FOR THE OWNER-OCCUPIED COMMUNITY DEVELOPMENT REHABILITATION PROJECT AT 1305 CHITTOCK, IN ACCORDANCE WITH THE RECOMMENDATION OF THE COMMUNITY DEVELOPMENT DIRECTOR.**
- E. CONSIDERATION OF THE REQUEST TO APPROVE THE BID AWARD TO AT-A-MOMENTS-NOTICE, IN THE AMOUNT OF \$33,405.00 FOR THE OWNER-OCCUPIED COMMUNITY DEVELOPMENT REHABILITATION PROJECT AT 724 S. PLEASANT, IN ACCORDANCE WITH THE RECOMMENDATION OF THE COMMUNITY DEVELOPMENT DIRECTOR.**

Motion was made by Councilmember Greer and seconded by Councilmember Frounfelker to approve the requests to approve bid awards in Items B through E above to At-A-Moments-Notice. The motion was adopted by the following vote. Yeas: Mayor Ludwig and Councilmembers Breeding, Howe, Greer, Gaiser, Frounfelker and Polaczyk—7. Nays: 0. Absent: 0.

- F. CONSIDERATION OF THE REQUEST TO TRANSFER OWNERSHIP OF CITY TAX REVERTED PROPERTIES TO THE JACKSON COUNTY LAND BANK AUTHORITY, AND AUTHORIZATION FOR THE MAYOR AND CITY CLERK TO EXECUTE THE APPROPRIATE DOCUMENT(S), AS APPROVED BY THE CITY ATTORNEY, IN ACCORDANCE WITH THE RECOMMENDATION OF THE COMMUNITY DEVELOPMENT DIRECTOR.**

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.

- G. CONSIDERATION OF THE REQUEST TO STAY ENFORCEMENT OF CHAPTER 21, SECTION 21.5-26.1, CITY CODE, REGARDING OBTAINING A NON-CONFORMING SIGN PERMIT, UNTIL MAY 30, 2008, AND FOR THE CITY ATTORNEY'S OFFICE TO PREPARE AN AMENDED ORDINANCE FROM THE GUIDANCE AND DIRECTION OF CITY COUNCIL TO BE PRESENTED AT THE MARCH 25, 2008, MEETING, IN ACCORDANCE WITH THE RECOMMENDATION OF THE COMMUNITY DEVELOPMENT DIRECTOR.**

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

**H. CONSIDERATION OF THE SELECTION OF APPLIED SCIENCE & TECHNOLOGY, INC. (ASTI) AS THE CONSULTANT TO IMPLEMENT THE US EPA ASSESSMENT GRANT AWARDED IN 2007 FOR THE JACKSON BROWNFIELD REDEVELOPMENT PROJECT, AND AUTHORIZATION FOR STAFF TO NEGOTIATE A CONTRACT FOR A NOT-TO-EXCEED GRANT AMOUNT OF \$400,000.00, IN ACCORDANCE WITH THE RECOMMENDATION OF THE JACKSON BROWNFIELD REDEVELOPMENT AUTHORITY (JBRA) AND THE COMMUNITY DEVELOPMENT DIRECTOR.**

Motion was made by Councilmember Greer and seconded by Councilmember Frounfelker to approve the selection of Applied Science & Technology, Inc., (ASTI) as the consultant to implement the US EPA assessment grant awarded in 2007 for the Jackson Brownfield Redevelopment Project and to authorize staff to negotiate a contract for a not-to-exceed grant amount of \$400,000.00. The motion was adopted by the following vote. Yeas: Mayor Ludwig and Councilmembers Breeding, Howe, Greer, Gaiser, Frounfelker and Polaczyk—7. Nays: 0. Absent: 0.

**I. CONSIDERATION OF THE REQUEST TO APPROVE AN ADJUSTED SCHEDULE AND THE PRELIMINARY ALLOCATION FOR FISCAL YEAR 2008-09 COMMUNITY DEVELOPMENT BLOCK GRANT (CDBG) AND HOME FUNDS.**

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

Motion was made by Councilmember Frounfelker and seconded by Councilmember Greer to approve the following preliminary allocations for CDBG funds. 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.

**CDBG FUNDS**

**PUBLIC SERVICES**

American Red Cross	\$ 2,000
Big Brothers/Big Sisters	\$ 2,000
Center for Family Health (Adult Dental)	\$ 25,000
Center for Women	\$ -0-
Child Care Network	\$ -0-
CD Neighborhood Resource Center	\$ 12,000
Community Action Agency – Fair Housing	\$ -0-
Partnership Park Neighborhood Assoc.	\$ 5,000
Family Services & Children’s Aid	\$ 5,000
Florence Crittenton – Male Transition Program	\$ 2,500
Florence Crittenton – Reporting Center for Youth	\$ 3,000
Jackson Affordable Hsg. – Homeowner Training	\$ 3,000
Jackson Affordable Hsg. – Foreclosure Prevention	\$ 27,273
Human Relations Commission – Youth Council	\$ 1,000
Jackson School of the Arts	\$ 1,500

Jackson Co. Prenatal Task Force	\$ -0-
The Salvation Army	\$ 63,000
Parks & Recreation – MLK Summer Program	\$ 35,000
United Way – 211 Call Center	\$ 10,000
Jackson Co. Prenatal Smoking Cessation Program	\$ -0-
<b>PUBLIC SERVICES SUBTOTAL</b>	<b>\$ 197,273</b>
<b>ADMINISTRATION AND PLANNING</b>	
Community Development	\$ 248,600
<b>ADMINISTRATION AND PLANNING SUBTOTAL</b>	<b>\$ 248,600</b>
<b>OTHER PROJECTS</b>	
City Engineering – Street Reconstruction	\$ -0-
Public Works – Curb Ramps	\$ 40,000
Community Development – Code Enforcement	\$ 500,000
Community Development – Rehabilitation	\$ 300,000
Community Development – Jobs Creation Initiative	\$ 34,000
Downtown Development Authority	\$ 18,000
Jackson Transit Authority – Bus Shelters	\$ -0-
John George Home – Elevator	\$ 50,000
Habitat for Humanity	\$ -0-
Forestry – Ash Tree Removal and Planting	\$ 25,000
Parks & Recreation – Rotary Park Improvements	\$ 35,000
Neighborhood Resource Center Improvements	\$ -0-
Alphabet Child Care Center Renovation	\$ -0-
Michigan Theatre – Plumbing Repairs	\$ 4,000
Jackson Friendly Home – Elevator	\$ 30,000
Grace Haven Center – Shelter Renovation	\$ 18,000
B.R.I.N.C.S. – Building Renovation	\$ -0-
<b>OTHER PROJECTS SUBTOTAL</b>	<b>\$ 1,054,000</b>
<b>TOTAL REQUESTED</b>	<b>\$ 1,499,873</b>

Motion was made by Councilmember Frounfelker and seconded by Councilmember Polaczyk to approve the following preliminary allocations for HOME funds. 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.

#### **HOME FUNDS**

HOME Rehabilitation Assistance	\$ 113,031
HOME Administration	\$ 32,000
HOME Downpayment Assistance	\$ 40,000
HOME CHDO Operating Expenses	\$ 12,000
JAHC Acq/Rehab/Resale	\$ 60,000
CHDO Administration	\$ 6,000

CD New Construction	\$ -0-
JAHC New Construction	\$ -0-
Habitat for Humanity	\$ 66,500
<b>TOTAL BUDGET</b>	<b>\$ 329,531</b>

**CITY COUNCILMEMBERS' COMMENTS.**

Councilmember Polaczyk reminded everyone that he will hold a meeting on Thursday, March 13 at 6:30 p.m. at Cascades Elementary School to discuss the condition of the streets in the Sixth Ward.

Councilmember Greer, as Chair of the Brownfield Redevelopment Authority, thanked Envirolologic Consultants, previous consultants on EPA grants, for their fine work.

Councilmember Gaiser wished to bring attention to a letter received from Industrial Steel Treating recognizing the efforts of five community fire departments working together to fight a fire at their business.

Mayor Ludwig discussed the Charter Review Committee and suggested that twelve members be appointed. After requesting Council input on this number, he asked for a show of hands in favor of appointing twelve members. Five Councilmembers raised their hands in support.

**EXECUTIVE SESSION TO DISCUSS LABOR MATTERS.**

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

**RETURN TO OPEN SESSION.**

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

**ADJOURNMENT.**

No further business being presented, a motion was made by Councilmember Howe and seconded by Councilmember Greer to adjourn the meeting. The motion was adopted by unanimous voice vote and the meeting adjourned at 8:24 p.m.

Lynn Fessel  
City Clerk



City Clerk

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

March 3, 2008

**TO: Honorable Mayor and City Councilmembers**  
**FROM: Angela Arnold, Deputy City Clerk**  
**RE: Charitable Solicitation Request**

---

disAbility Connections, with the assistance of Rotary clubs, is requesting to engage in solicitation in front of 113 W. Michigan Avenue (U.S. Post Office) on Friday and Saturday, May 9 and 10, 2008.

Requested action is approval of this request.

Thank you.

Attachments





# About Us

Site Menu: [Home](#)

Click to submit.

## Menu

[Staff](#)

[Map to our Location](#)

[Board of Directors](#)

[Volunteer Information](#)

[Mission Statement](#)

[Our History](#)

[Link to Us](#)

[Visit our photo gallery!](#)

[Click here to view photos from the disAbility Awareness Dinner.](#)

[Click here to view photos from the Rotary Ramp Project.](#)



## About Us

disAbility Connections is a non-profit agency serving nearly 1,100 individuals and families every year. Each person is a resident of Jackson County, Michigan. We are a 501(c)3 organization.

## Our Mission Statement

Supporting Jackson County residents in their efforts to lead independent, fulfilling, productive lives.

## History of disAbility Connections, Inc.

Our history goes back to 1916 when the then one-year-old Rotary Club of Jackson launched a club project by helping a handicapped child living in Jackson County. This project continued to grow and in 1924, the first clinic was held at which two hundred handicapped children were examined. In 1925, the Jackson County Society for Crippled Children was established with Rotarians serving as officers of the corporation.

To help raise funds for the Society, the first Easter Seals Sale was inaugurated in 1934 and an annual sale has been held ever since. This event is now called the Rotary Ruler Days.

Dr. Ted Schmidt, Mary Heglund and Alfreda McGuire started the first crippled children's summer camp project in 1945 at Wolf Lake. With the cooperation of the Boy Scouts, the local Community Chest, the Jackson County Medical Society and the Rotary Club, the Society sponsored the annual adaptive summer camp sessions through 1968.

Orthopaedic clinics for children with physical disAbilities were held with support of the Rotary Clubs and the State Crippled Children's Commission at Mercy Hospital and Foote Hospital with Dr. Richard Deming being the first Jackson physician to be certified by the State Commission to run these clinics. Because of Dr. Deming's many years of dedicated service and friendship to the Society, the Board of Directors named the building at 219 W. Prospect St., the Richard C. Deming Center in 1987.

The Society remained an affiliate of Easter Seals until 1978. At that time, the Board of Directors voted to disaffiliate from the state and national Easter Seals Society so that all donated funds would stay in Jackson County to serve Jackson's handicapped residents. At that time the Society also began serving adults with disAbilities as well as children.

In 1993, the Society created the Handicapped Children & Adults Foundation of Jackson County to provide a permanent base of funding and to ensure the permanence and longevity of the Society.

In November 1999, the Jackson County Society for Handicapped Children & Adults and United Cerebral Palsy Association of Jackson merged to form a new nonprofit called disAbility Connections, Inc. Because of this merger, the Handicapped Children & Adults Foundation also changed its name to the disAbility Connections Foundation of Jackson County.

As our programs and services have more than doubled over the past few years, so has our need for space. Mr. A.P. Cook (a Rotarian) came to our rescue and donated his building at 409 Linden Avenue. We have successfully completed a \$752,000.00 capital campaign to raise the funds for building renovation and a 2,400 square foot addition. Thanks to the donated architecture services of Dave Fleming (a Rotarian), we have a new state-of-the-art technology center, a universal design kitchen and an accessible multi-purpose room for support groups, workshops and meetings.

Our financial support comes from our friends in the local community; from individual donation; bequests and memorials; business contributions; foundations; service clubs; the Jackson Banjo Club and fundraising events. 100% of all donated funds stay in Jackson County to provide needed services for local residents.

Our many friends and supporters have enabled us to provide 79 years of services for local community residents. We are excited about the future and look forward to expanding our service to meet the future needs of the caring and generous community.

## Link to Us

Copy the image below and paste it into your website editing software or [email us](#) for html code.



## Contact Us

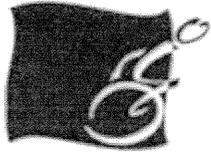


disAbility Connections  
409 Linden Avenue  
Jackson, MI 49203  
Phone: (517) 782-6054

Fax: (517) 782-3118

Web: <http://www.disAbilityconnect.org>





# About Us: Board

Site Menu: [Home](#)

Click to submit.

## Menu

[About Us](#)

[Home Page](#)



## Board of Directors: 2007/2008

disAbility Connections is a non-profit agency serving nearly 1,100 individuals and families every year. Below is a list of our active board members.

Name of Board Member <i>Occupation/Employer</i>	Board Assignment
Julie Brawner Retired, Banking	President
Dave Fleming Retired, Architect	First Vice President
Tom Masters Smith Barney, Inc.	Treasurer
Jerry Jenkins Retired, Accountant	Immediate Past President
Mike Way Jackson District Library	Chair of Joint Marketing
Mike Barczak Community Advocate	
Michael Baughman Lawyer	
Jim Beiswanger Retired, Consumers Energy	
Barb Collins Retired, Law Enforcement	
Cindy Conant Owner, Funival Flowers & Gifts	
Lloyd Ganton Lloyd Ganton Retirement Centers	
Mary Garcia Garcia Clinical Laboratory	
Lysle Hall Retired, Judge, Current Lawyer at Jackson Legal	
Jerry Herendeen Herendeen Construction, Home Builder's Association	
Dawn Holland	

Occupational Therapist, JCISD

Lee Hudson  
Retired, Banking

Michele Kuhlman  
Bookkeeper

Gail Mahoney  
South Central Michigan Works,  
County Commissioner

Philip Moilanen  
Marcoux & Allen, Attorney

Ann Partridge  
Retired, Department of Human  
Services

Dr. Richard Rendell  
Director of Special Education JCISD

Thomas Swain  
Consumer, Retired Exec Dir.

Bill Warren  
Jackson Transportation Authority

Kaye Whitcher  
Community Advocate, Peer Support

Lindy Wilson  
Baker College, Career Development

Dan Zimolzak  
JCISD, Finance

**Executive Director/Secretary:**

Monica Moser  
*disAbility Connections*

## Contact Us



disAbility Connections  
409 Linden Avenue  
Jackson, MI 49203  
Phone: (517) 782-6054

Fax: (517) 782-3118  
Web: <http://www.disAbilityconnect.org>





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

March 5, 2008

**TO: Honorable Mayor and City Councilmembers**  
**FROM: Angela Arnold, Deputy City Clerk**  
**RE: Orthopaedic Rehab 8K and 5K Run and 5K Walk**

---

The Orthopaedic Rehab 8K Run Committee has scheduled their annual run/walk on city streets on Saturday, April 12, 2008, beginning near Kuhl's Bell Tower Market at 8:00 a.m. and ending at the same. They are requesting the following street closures:

South lane of Louis Glick Highway from Francis Street to Jackson Street  
Francis Street from Cortland to Michigan Avenue  
Mechanic Street from Washington to Louis Glick Highway  
Jackson Street from Louis Glick Highway to Washington Avenue  
Blackstone Street from Louis Glick Highway to Franklin Street  
One lane of Franklin Street from Blackstone to Higby Street  
One lane of Washington from Higby Street to First Street

In addition, they are requesting police assistance at major intersections and use of the small "band stand" trailer from the Department of Public Services.

Recommended approvals have been received from the Police, Fire, Traffic Engineering, Public Services Departments and the Downtown Development Authority. Proper insurance coverage has been received.

Please place this request on the Council's March 11<sup>th</sup> consent calendar for their consideration.

Attachment



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

**Date Received By Clerk's Office:** 4/20/08 **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: Orthopaedic Rehab 8K Run Committee

Organization Address: P.O. Box 791, Jackson, MI 49204-0791

Organization Agent: Robert Gilmore Title: Face Director

Phone: Work 788-1121 Home 782-2071 During event 206-9853

Agent's Address: 5924 Estola, Jackson, MI 49201

Agent's E-Mail Address: rtgilmore-5924@comcast.net

Event Name: Orthopaedic Rehab 8K Run/5K Run/5K Walk

Please give a brief description of the proposed special event: This is an 8K and 5K run and a

5K Walk that starts and finishes near Kuhl's Bell Tower Market.

Event Day(s) & Date(s): April 12, 2008 Event Time(s): Starts at 8am

Set-Up Date & Time: April 12, 2008 6:30am Tear-Down Date & Time: April 12, 2008 11am

Event Location: \_\_\_\_\_

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

**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: 4/12/08 8am through Date/ Time: 4/12/08 10am

**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 \_\_\_\_\_



**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? 250 to 300

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

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

**OTHER REQUESTS:** (i.e., Police Department assistance, Fire Dept., street closures, electrical, etc.)  
Will need Police Department assistance at major intersections, Marshall  
will be provided at other intersections, Will work with DPW on street closures downtown.  
Will also need small event trailer and 120V power available on Pearl Street near Mechanic.

**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.

2/11/08  
 Date

Robert J. Gilmore  
 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



Event Title: Orthopaedic Rehab 8K/5K Run / 5K Walk - Sat. April 12, 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 reasonability of their department have been met.

Police Dept.: <u>C. Simpson</u>	Recommend Approval: <input checked="" type="radio"/> YES NO	Est. Economic Impact: \$ <u>100<sup>00</sup></u>
Fire Dept.: <u>L. Basell</u>	Recommend Approval: <input checked="" type="radio"/> YES NO	Est. Economic Impact: \$ <u>0</u>
Traffic Eng.: <u>R. Dritz</u>	Recommend Approval: <input checked="" type="radio"/> YES NO	Est. Economic Impact: \$ <u>202.00</u>
* Dept. Pub. Serv.: <u>G. Chumaceiro</u>	Recommend Approval: YES NO	Est. Economic Impact: \$ <u>100<sup>±</sup></u>
DDA: <u>R. Jensen</u>	Recommend Approval: <input checked="" type="radio"/> YES NO	Est. Economic Impact: \$ <u>—</u>

Have businesses been notified for street closures?: YES NO will post on website after Council approval.

Parks/Forestry: F41 Recommend Approval: YES NO Est. Economic Impact: \$ \_\_\_\_\_

Reason for disapproval: \_\_\_\_\_

Any special requirements/conditions: \_\_\_\_\_

Insurance / Indemnification Received: 2/25/08

Insurance Approved: 2/26/08

City Council Approved: \_\_\_\_\_ Denied: \_\_\_\_\_

Approval/ Denial Mailed: \_\_\_\_\_

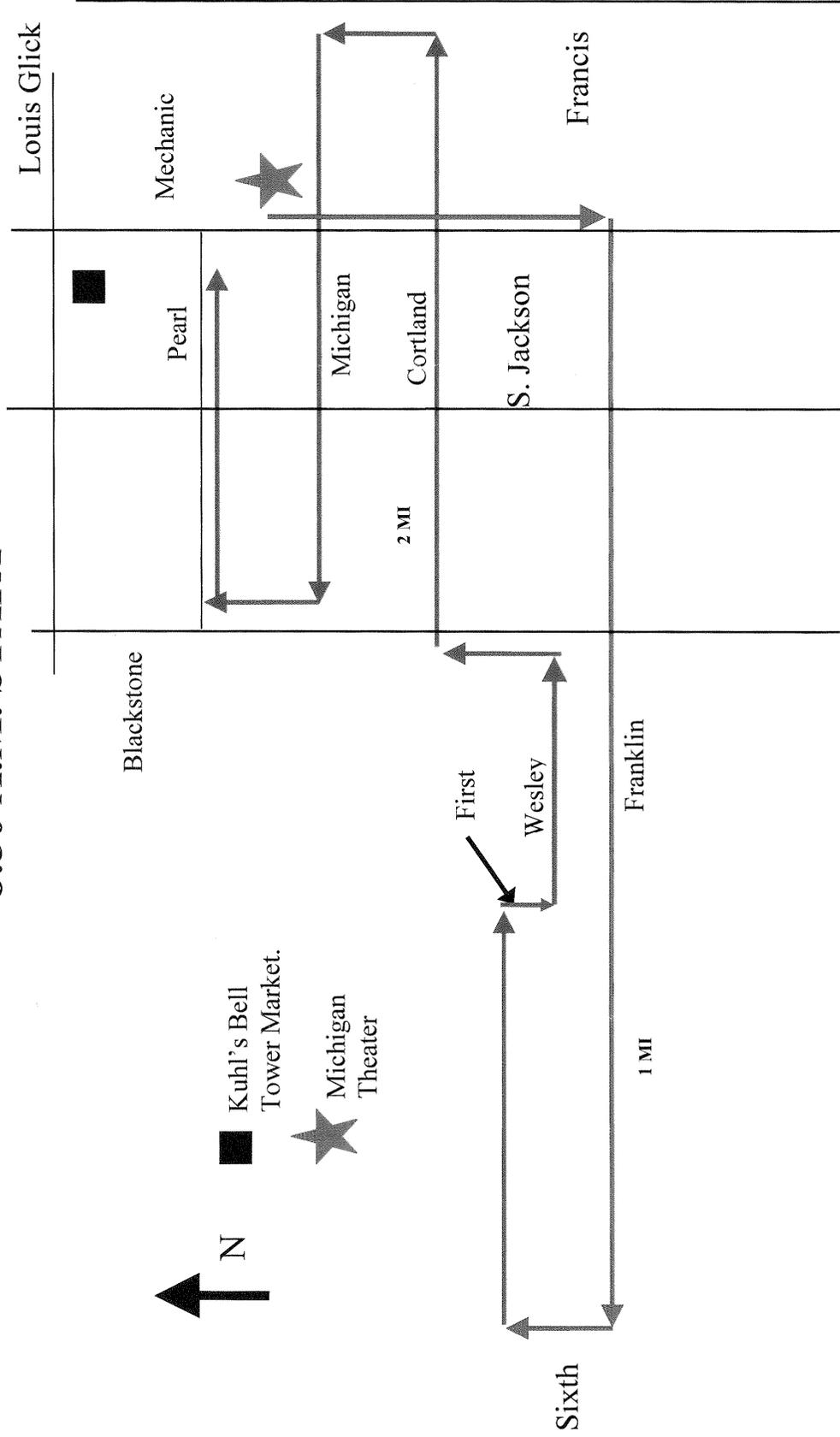
\* Event sponsor expected to monitor and be responsible for removal and cleanup of trash, garbage and debris.



# ORTHOPAEDIC REHAB 5K RUN/WALK

APRIL 12, 2008

8:30 A.M. START





City Clerk

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

March 4, 2008

**TO: Honorable Mayor and City Councilmembers**  
**FROM: Angela Arnold, Deputy City Clerk**  
**RE: Advance Packaging 5000 5K Run/Walk**

---

Advance Packaging Corporation is requesting use of a “band stand” trailer, police assistance and use of traffic cones to conduct their 16<sup>th</sup> annual Advance Packaging 5000 5K Run/Walk and ½ mile children’s race on Friday, May 16, 2008, beginning at 7:00 p.m. They are also requesting closure of one westbound lane of E. High Street from Executive Drive to Elm Street.

Recommended approvals have been received from the Police, Fire, Traffic Engineering, and the Public Services Departments. Proper insurance coverage has been received.

Please place this request on the Council’s March 11<sup>th</sup> consent calendar for their consideration.

Attachment



CITY OF JACKSON  
SPECIAL EVENT APPLICATION

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

Date Received By Clerk's Office:

7/12/08

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: ADVANCE PACKAGING CORPORATION

Organization Address: 2400 E. HIGH STREET JACKSON MI 49203

Organization Agent: DAVE KNICKERBOCKER Title: RACE DIRECTOR

Phone: Work 517 788-9800 Home 517 782-4542 During event 517 581-1663

Agent's Address: SAME AS ABOVE

Agent's E-Mail Address: dknick@advancepkg.com

Event Name: ADVANCE PACKAGING 5000

Please give a brief description of the proposed special event: 5K RUN/WALK AND 1/2 MILE KID'S RACE TO BENEFIT THE JACKSON INTERFAITH SHELTER

Event Day(s) & Date(s): FRIDAY MAY 16 2008 Event Time(s): 7:00 PM UNTIL 8:00 PM

Set-Up Date & Time: 5:00 PM FRIDAY 5/16/08 Tear-Down Date & Time: 8:30 PM FRIDAY 5/16/08

Event Location: 2400 E. HIGH ST JACKSON MI 49203

ANNUAL EVENT: Is this event expected to occur next year?  YES  NO How many years has this event occurred? 15

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: 6:55 PM 5/16/08 through Date/ Time: 8:00 PM 5/16/08

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 \_\_\_\_\_



**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? 400 PARTICIPANTS & SPECTATORS

**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? 3  
 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.)  
BAND STAND WAGON, 75 TRAFFIC CONES, POLICE ASSISTANCE  
AT HIGH ST. & EXECUTIVE AND AT HIGH ST. & ELM INTERSECTIONS

**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.

2-11-08  
 Date

[Signature]  
 Signature of Sponsoring Organization's Agent

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



Event Title: Advance Packaging 5000 - May 16, 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 reasonability of their department have been met.

Police Dept.: <u>C Simpson</u>	Recommend Approval: <input checked="" type="radio"/> YES NO	Est. Economic Impact: \$ <u>50.00</u>
Fire Dept.: <u>L. Bosed</u>	Recommend Approval: <input checked="" type="radio"/> YES NO	Est. Economic Impact: \$ <u>0</u>
Traffic Eng.: <u>R. Dietz</u>	Recommend Approval: <input checked="" type="radio"/> YES NO	Est. Economic Impact: \$ <u>—</u>
Dept. Pub. Serv.: <u>G Chumavira</u>	Recommend Approval: <input checked="" type="radio"/> YES NO	Est. Economic Impact: \$ <u>100<sup>±</sup></u>
DDA: <u>N/A</u>	Recommend Approval: YES NO	Est. Economic Impact: \$ <u>—</u>

Have businesses been notified for street closures?: YES NO

Parks/Forestry: N/A Recommend Approval: YES NO Est. Economic Impact: \$ —

Reason for disapproval: \_\_\_\_\_

Any special requirements/conditions: \_\_\_\_\_

Insurance / Indemnification Received: 2/12/08

Insurance Approved: 2/12/08

City Council Approved: \_\_\_\_\_ Denied: \_\_\_\_\_

Approval/ Denial Mailed: \_\_\_\_\_

Attachment to Special Event Application:

Insurance Certificate: please see attached

Schedule of Event:

6:30PM – Kid's ½ Mile Run – run on neighboring OrbitForm's lawn

7:00PM 5K Run

7:03PM 5K Walk

7:45PM Awards Ceremony

8:15PM Completion of Event

Entertainment:

We are hiring a DJ from K105.3 (local radio station). He will be bringing their van and equipment for the event (same as prior years). Position during event is near the finish line in the Advance Packaging parking lot.

Restrooms:

We are bringing in a minimum of 3 portable restrooms and have handicapped access restrooms available within the Advance Packaging facility. These will be located with easy access to participants and spectators in the Advance Packaging parking lot.

Food:

As in years past, we are offering a complimentary "meal" to race participants. Last year we provided Subway sandwiches. In prior years we have offered fare from sloppy-joe sandwiches to grilled chicken dinners (catered by Davis Bros). This year we anticipate providing catered sandwiches. Position during the event is near the finish line in the Advance Packaging parking lot.

Map:

Please reference attached map.

The race starts on High Street at the entrance to Advance Packaging 2400 E. High Street and finishes in the Advance Packaging parking lot.

The right lane of west-bound High Street needs to be blocked off from Executive Drive to Elm Street.

Participants will run/walk in a counter-clockwise direction from 2400 E. High Street to left on Executive Drive to left on Enterprise Drive to left on Market Street to right on High Street to right on Losey Street to left on Mitchell Street to left on Elm Street to left on High Street back to Advance Packaging (3.12 miles).

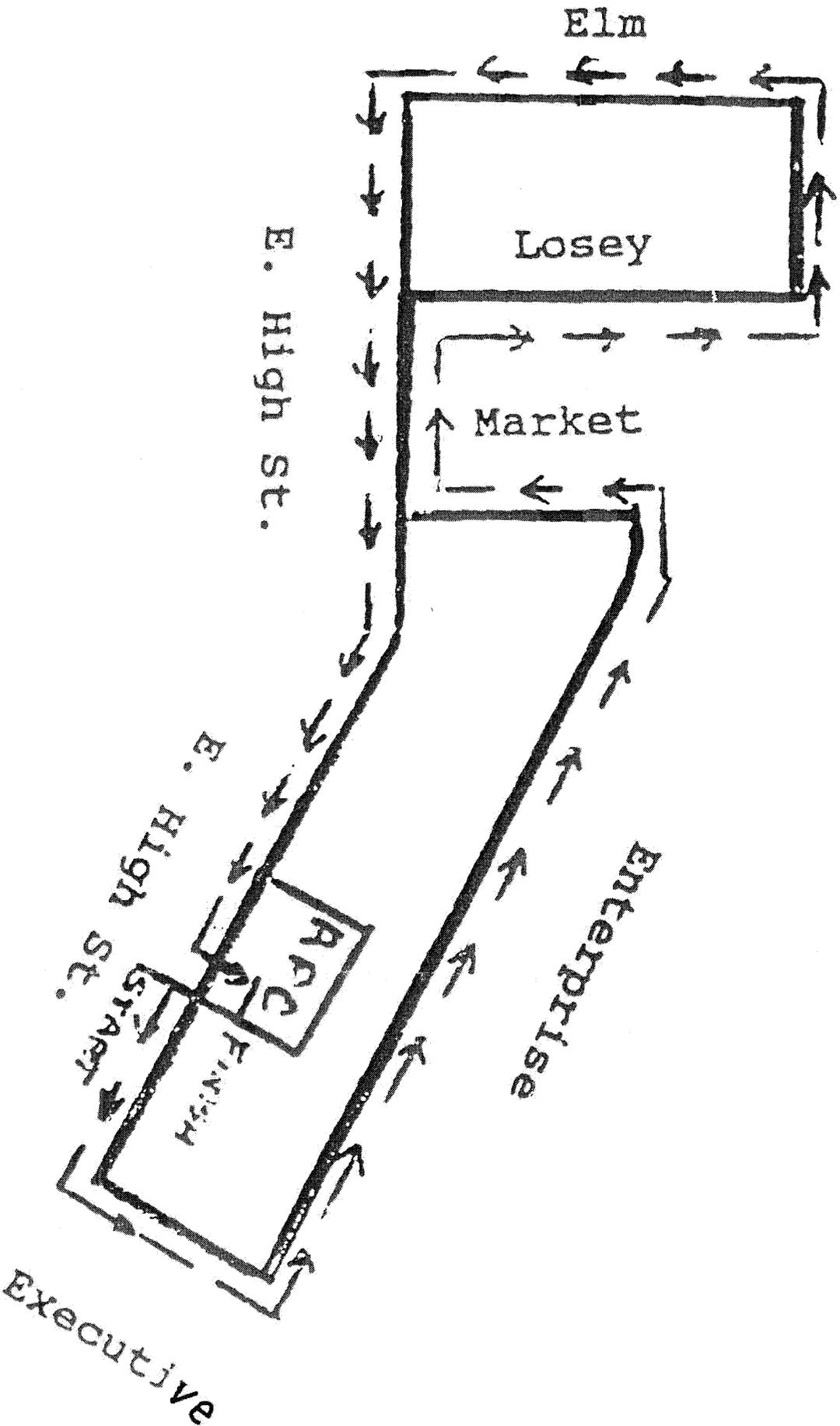
Participants will run/walk "against traffic" hugging the curb all along the course and will use the "Bike Lane" when on Elm.

Course will be defined by using traffic cones throughout and with "Runners on Road" signs to caution drivers. Marshals will be positioned at key areas throughout the course to direct participants and traffic as needed.

Police assistance is requested at the intersections of High & Executive and High & Elm – as has been the case in the past.

# APC 5000

Mitchell





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

**DATE:** March 4, 2008  
**TO:** William R. Ross, City Manager  
**FROM:** Jon H. Dowling, P.E., City Engineer  
**RE:** TCO 1974 and 1975 Hickory Avenue at Park and Horton

---

It has come to the attention of the Department of Engineering that no traffic control exists for southbound traffic prior to entering onto Park Road. Upon investigation of our records, the Department discovered that while stop signs are in place at Horton Road, no TCO's have been established for the stops at either side of Hickory Avenue at Horton Road or Hickory and Park Road intersections. It is the recommendation of the Department that TCO's 1974 and 1975 be established as a matter of housekeeping.

With your concurrence, I request the attached TCO's 1974 and 1975 be submitted to City Council for their approval. If you have any questions, please contact me.

JD:sls

C: Matt Heins, Chief of Police  
Lynn Fessel, City Clerk  
Randall T. McMunn, P.E., Assistant City Engineer

**CITY OF JACKSON, MICHIGAN**  
**TRAFFIC ENGINEERING DIVISION**  
**Traffic Control Order No. 1974**

**LOCATION:** Hickory Avenue and Park Road

**DATE:** February 26, 2008

**ASSIGNED TO:** Engineering

**TCO DESCRIPTION**

As a matter of housekeeping create TCO for stop sign for Hickory Avenue at Park Road.

BY JON H. DOWLING, P.E.

**RECOMMENDATION**

Southbound traffic on Hickory Avenue shall be required to stop prior to entering the intersection at Park Road.

**APPROVED**

**REJECTED**

**DATE:**

BY CITY COUNCIL

**WORK ASSIGNMENT:** To Sign Shop

**DATE:**

**TO:**

BY JON H. DOWLING, P.E.

**MATERIAL USED**

Posts

Stop

Time Limit

No Parking

Loading Zone

One Way

Yield

Paint

Other

**ASSIGNMENT COMPLETED**

**DATE:**

**BY: Sign Shop**

**WORK INSPECTED**

**REMARKS:**

**DATE:**

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

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

**CITY OF JACKSON, MICHIGAN**  
**TRAFFIC ENGINEERING DIVISION**  
**Traffic Control Order No. 1975**

**LOCATION:** Hickory Avenue and Horton Road

**DATE:** February 26, 2008

**ASSIGNED TO:** Engineering

**TCO DESCRIPTION**

As a matter of housekeeping create TCO for stop signs on Hickory Avenue at Horton Road

BY JON H. DOWLING, P.E.

**RECOMMENDATION**

Northbound and southbound traffic on Hickory Avenue shall be required to stop prior to entering the intersection at Horton Road.

**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



## Community Development

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

March 5, 2008

**TO:** William R. Ross, City Manager

**FROM:** Carol L. Konieczki, Community Development Director

**RE:** Request for City Council Approval of the 2008-2009 Consolidated Plan (One-Year Action Plan) and Authorization to Make Available for Public Comment

---

Attached is the 2008 Consolidated Plan Draft prepared in compliance with federal statute and HUD regulations. The Consolidated Plan requires assessments of both housing and non-housing needs in communities that received Community Development Block Grant (CDBG) and HOME funds and other issues related to affordable housing. The allocation of funds represents the City Council's preliminary budget as approved during its regular session on February 26, 2008.

The Consolidated Plan has been prepared on HUD's CPMP (Consolidated Plan Management Process) Tool template that has pre-determined questions and has established this 2008-2009 fiscal year as the fourth year of the five-year plan.

The action requested of the City Council is approval of the draft document and authorization for our office to disseminate the Consolidated Plan for public comment within the statutory timetable of 30 days. Any comments received during this period will be sent to City Council for their receipt and review. The City Council will be asked to approve the Consolidated Plan final allocation of 2008-2009 CDBG and HOME funds on April 22, 2008. Budget adjustments can be made at that meeting. Staff will then submit the plan to HUD for their approval.

Please place this item on the March 11, 2008 agenda for the City Council's approval.



# Fourth Program Year Action Plan

The CPMP Fourth Annual Action Plan includes the [SF 424](#) and Narrative Responses to Action Plan questions that CDBG, HOME, HOPWA, and ESG grantees must respond to each year in order to be compliant with the Consolidated Planning Regulations. The Executive Summary narratives are optional.

## Narrative Responses

### GENERAL

#### Executive Summary

The Executive Summary is required. Include the objectives and outcomes identified in the plan and an evaluation of past performance.

Program Year 4 Action Plan Executive Summary:

**The City of Jackson is an entitlement community and, as such, receives an annual allocation of Community Development Block Grant (CDBG) and HOME funds. In accordance with the guidelines set forth by the U.S. Department of Housing and Urban Development (HUD), the Community Development Department has developed a One-Year Action Plan (Consolidated Plan) to document the CDBG/HOME activities for the 2008-2009 fiscal year. The One-Year Action Plan is in relation to the City's current Five-Year Consolidated Plan, produced in 2005, which identifies and prioritizes community needs.**

**The City's overall goal is stabilizing neighborhoods/areas of the City to stop deterioration of the property and tax base through continued property maintenance, code enforcement, residential rehabilitation, and parking lot repairs.**

**In addition, the City seeks to provide direct assistance to the public through public service agencies. Funds will be distributed to promote programs for low-income City residents, including dental care, youth activities, and heating assistance programs.**

**Façade Improvement opportunities will be implemented through partnerships with the Downtown Development Authority and other businesses that are expanding their workforce. The program will be designed to improve the overall appearance of the downtown and to encourage business owners to retain their establishments inside the City limits.**

**Proposed Projects:**

**Public Services**

American Red Cross	\$2,000
Big Brothers Big Sisters of Jackson County	2,000
Center for Family Health (Adult Dental)	25,000
Community Development (Neighborhood Resource Center)	12,000
Partnership Park Neighborhood Ass'n	5,000
Family Services & Children's Aid	5,000
Florence Crittenton (Male Transition Program)	2,500
Florence Crittenton (Reporting Center for Youth)	3,000
Jackson Affordable Housing (Homeowner Training)	3,000
Jackson Affordable Housing (Foreclosure Prevention)	27,273
Jackson Human Relations Comm.-Youth Council	1,000
Jackson School of the Arts	1,500
The Salvation Army	63,000
Parks and Recreation (MLK Summer Program)	35,000
United Way (211 Call Center)	10,000
<b>Public Services Subtotal</b>	<b>\$197,273</b>

**Administration and Planning** **\$248,600**

**Other Projects**

Public Works - Curb Ramps	40,000
Community Development (Code Enforcement)	500,000
Community Development (Rehabilitation)	275,230
Community Development (Jobs Creation Initiative)	34,000
Downtown Development Authority	18,000
John George Home - Elevator	50,000
Forestry - Ash Tree Removal and Planting	25,000
Parks and Recreation/Rotary Park Improvements	35,000
Michigan Theatre - Plumbing Repairs	4,000
Jackson Friendly Home - Elevator	30,000
Grace Haven Center - Shelter Renovation	18,000
<b>Other Projects Subtotal</b>	<b>\$1,029,230</b>
<b>Total CDBG Funding</b>	<b>\$1,475,103</b>

**General Questions**

1. Describe the geographic areas of the jurisdiction (including areas of low income families and/or racial/minority concentration) in which assistance will be directed during the next year. Where appropriate, the jurisdiction should estimate the percentage of funds the jurisdiction plans to dedicate to target areas.

Jackson, Michigan is approximately 37 miles south of the State’s capital in Lansing and approximately 77 miles west of Detroit, the largest city in Michigan. The City of Jackson has traditionally been a manufacturing/ industrial city with a strong emphasis on the automotive industry. Geographically, the City encompasses approximately 11 square miles and, according to the 2000 Census, its population consists of 36,316 persons. Racially, Jackson’s population breakdown is:

26,285	White	73.9%
7,154	Black	19.7%
1,469	Hispanic	4.0%
203	American Indian and Alaska Native	0.6%
187	Asian	0.5%
478	All others	1.3%

Jackson’s population has declined significantly since 1960 when there were 50,720 persons residing within the City, resulting in a 28% drop over 40 years. While the aggregate population has declined, the minority and low-income populations of the City of Jackson have steadily increased.

The housing stock in Jackson is among the oldest in the state of Michigan. Approximately 59% of the units were built before 1940. A significant number of the residential structures in Jackson were built in the late 1800s and the early part of the 1900s.

According to the 2000 Census, approximately 26.9% of persons residing in Jackson have incomes below the national poverty level. The Census also reported that 22.7% of Jackson residents over the age of 25 have not obtained a high school diploma and 21.7% of Jackson households do not own automobiles.

In the thirty-three years that the City of Jackson has received CDBG funding, it has attempted to utilize the financial assistance in innovative and diverse ways. These funds have been used to improve the overall quality of life in Jackson both physically and socially by targeting activities that assist the low and moderate-income residents of this community.

While much of the City is deemed low-income, the City’s lowest-income residents are heavily concentrated in CDBG Areas 5, 16, 28, and 34, while CDBG Area 6 contains a large elderly populace. The downtown district, found within the confines of Area 35, is experiencing significant redevelopment. Private sector reinvestment is being encouraged with CDBG slum and blight correcting activities.

2. Describe the basis for allocating investments geographically within the jurisdiction (or within the EMSA for HOPWA) (91.215(a)(1)) during the next year and the rationale for assigning the priorities.

**The City believes that a City-wide effort in housing and infrastructure improvements is the best way of meeting established Consolidated Plan goals and objectives that serve the best interest of low-income households and neighborhoods.**

3. Describe actions that will take place during the next year to address obstacles to meeting underserved needs.

**The obstacles in meeting underserved needs include the availability of safe and affordable housing, a decrease in the availability of local and federal funds, and the age of the City's housing stock. The City's housing rehabilitation and new construction programs, in collaboration with Jackson Affordable Housing Corporation (JAHC) and Habitat for Humanity, are addressing the issues of safe and affordable housing, and new homes are being built to offset the aging housing stock.**

4. Identify the federal, state, and local resources expected to be made available to address the needs identified in the plan. Federal resources should include Section 8 funds made available to the jurisdiction, Low-Income Housing Tax Credits, and competitive McKinney-Vento Homeless Assistance Act funds expected to be available to address priority needs and specific objectives identified in the strategic plan.

**During fiscal year 2008-2009, the City of Jackson anticipates receiving \$1,369,903 in CDBG funding and an additional \$105,200 in program income. The City of Jackson also anticipates receiving \$329,531 in HOME funding. The Jackson Housing Commission (JHC), which is the City's Public Housing Authority (PHA), receives Section 8 funding to assist low-income citizens with financial housing assistance. The City also works with non-profit agencies and the local Continuum of Care, who apply for state, MSHDA, and ESG funding. The City often supplies matching funds to support projects that benefit the community as a whole.**

## **Managing the Process**

1. Identify the lead agency, entity, and agencies responsible for administering programs covered by the consolidated plan.
2. Identify the significant aspects of the process by which the plan was developed, and the agencies, groups, organizations, and others who participated in the process.
3. Describe actions that will take place during the next year to enhance coordination between public and private housing, health, and social service agencies.

Program Year 4 Action Plan Managing the Process response:

**The City of Jackson is preparing the Consolidated Plan (CP) as a lead agency. The CP covers the period of July 1, 2008 through June 30, 2009. The City of Jackson began the development of its CP in September 2007 with internal discussions between Community Development Department staff regarding the content of the CP and the timetable for development of the document. Community Development staff then met with members of the Citizens Advisory Council to review the timetable and discuss related issues. In addition, two public hearings were held on January 8, 2008 and January 22, 2008 to receive comments on housing and community development needs. This was prior to the preparation of the CP.**

### **Citizen Participation**

1. Provide a summary of the citizen participation process.
2. Provide a summary of citizen comments or views on the plan.
3. Provide a summary of efforts made to broaden public participation in the development of the consolidated plan, including outreach to minorities and non-English speaking persons, as well as persons with disabilities.
4. Provide a written explanation of comments not accepted and the reasons why these comments were not accepted.

\*Please note that Citizen Comments and Responses may be included as additional files within the CPMP Tool.

Program Year 4 Action Plan Citizen Participation response:

**Citizen participation at the community-wide level will be obtained through the use of the Citizen's Advisory Council. The composition of the Council includes members representing a cross-section of the community with at least 51% representation of low to moderate-income persons who reside in CDBG areas, as well as minority groups, elderly citizens, and disabled citizens. Members of the Council are selected with the consent of the Mayor and Jackson City Council. The public is informed of meetings and public hearings and invited to attend same through the use of newspaper ads, press releases, public notices at the City's Neighborhood Resource Center, Parks and Recreation facilities, and other vehicles adequate and appropriate to assure opportunity for citizen participation. All meetings and hearings are open to the public with freedom of access for all interested citizens.**

**No citizen comments have been received at this time.**

### **Institutional Structure**

1. Describe actions that will take place during the next year to develop institutional structure.

Program Year 4 Action Plan Institutional Structure response:

**The following agencies will be involved with the Year 4 Action Plan implementation:**

**PUBLIC AGENCIES**

The Mayor and City Council act as the legislative body for the City of Jackson. As such, City Council has final decision-making power and has authority over all City agencies and departments. These agencies and departments include the Community Development Department, Engineering Department, Parks and Recreation, Department of Public Works, Downtown Development Authority, etc. The Mayor also recommends the members of the Jackson Housing Commission with City Council approving the choices.

**COMMUNITY DEVELOPMENT AGENCIES**

The Community Development Department administers the CDBG and HOME Investment Partnership programs and other housing programs within the City. Contained within the Community Development Department is the Housing Code Enforcement Program, and Building Inspection Division, which is charged with the enforcement of state and local building codes, and zoning ordinances. In addition, Community Development staff administers the City's Economic Development and Brownfield Redevelopment programs.

**PLANNING AGENCIES**

The City Planning Commission has a number of duties, including creation of local land use policies, review of site plans, establishment of priorities for local capital expenditures through the Capital Improvement Plan, and review of rezoning and text amendment proposals.

The Region II Planning Commission acts as planning staff to the City Planning Commission and Zoning Board of Appeals. It also serves as the regional clearinghouse for Census Data.

**HOUSING AGENCIES**

The Jackson Housing Commission (JHC) serves as the City's Public Housing Authority. As such, the JHC administers the management and operation of public housing and Section 8 Rental Subsidy programs. While the Mayor appoints the Commission members, the JHC is a separate entity within the City. The JHC has implemented local preferences to improve the living environment by deconcentration, income mixing, and improved security throughout City developments. The JHC created and continues to facilitate self-sufficiency programs to improve resident employability as well as solicit support services for the elderly and families with disabilities.

The Michigan State Housing Development Authority (MSHDA) is a state agency providing federal, state and MSHDA funds for housing, homeless, and neighborhood improvement programs to eligible organizations. These include the Neighborhood Preservation Program (NPP), Property Improvement Program (PIP), and homeless funds, such as Federal ESG funds for homeless shelters and service providers.

**The City of Jackson Community Development Department will take the lead in implementing the Consolidated Plan. The plan was developed in consultation with a network of public and private organizations involved with provision of affordable and special need housing and supportive services. The Department will rely on this network to carry out the strategies set forth in the Plan.**

## **Monitoring**

1. Describe actions that will take place during the next year to monitor its housing and community development projects and ensure long-term compliance with program requirements and comprehensive planning requirements.

Program Year 4 Action Plan Monitoring response:

**The City of Jackson's Community Development Department will monitor the One-Year Action Plan. The Department has experience in monitoring housing and non-housing assistance programs, and subrecipients as a direct service provider and clearinghouse for programs.**

**In monitoring the One-Year Action Plan, the Community Development Department will annually evaluate the amount of available funding against measured needs, assess the status of the One-Year Action Plan for progress and compliance with goals, reassess the goals of the One-Year Action Plan in the event unforeseen changes in socioeconomic conditions occur, and remain in contact with appropriate agencies to ensure that all housing and non-housing needs identified in the One-Year Action Plan are met.**

**In addition, open communication will be maintained among the departments within City government and local public service agencies in order to ensure that resources are properly allocated within the framework of the 2008-2009 Annual Action Plan.**

**The Community Development office maintains a file on every project. Oversight is given for the contract approval process, environmental reviews, Davis-Bacon interviews with contractors, draw downs, and close outs. Staff conducts site visits to agencies receiving grant funds to tour the facility and learn about all the activities and services provided by the subrecipients. Site visits provide an opportunity to see how business is conducted, the numbers of people participating at a given time, staffing for the services provided and the general operations and maintenance involved. Draw down requests are required to have accompanying documentation showing that the funds requested are being used as stated. Staff also determines compliance with HUD and City regulations, policies, and procedures applicable to the Community Development Block Grant.**

## Lead-based Paint

1. Describe the actions that will take place during the next year to evaluate and reduce the number of housing units containing lead-based paint hazards in order to increase the inventory of lead-safe housing available to extremely low-income, low-income, and moderate-income families, and how the plan for the reduction of lead-based hazards is related to the extent of lead poisoning and hazards.

Program Year 4 Action Plan Lead-based Paint response:

**The City of Jackson and the Jackson County Health Department are actively involved with environmental concerns regarding lead-based paint (lead was banned from residential paint in 1978). Based on 2000 Census Data, it is estimated that 14,225 of the 15,241 housing units located in Jackson were built before 1978. According to HUD data, more than three-fourths of pre-1978 homes contain lead-based paint. Of the total number of homes containing lead-based paint, it is estimated that 4,750 (31%) of the households occupying such homes are very low-income (0 – 50% MFI), and 2,790 (18%) are low-income (51 – 80% MFI). Of this total, 5,655 buildings are estimated to contain lead-based paint.**

**The City of Jackson Community Development staff conducts visual inspections for defective paint surfaces. During routine inspections of properties targeted for rehabilitation, homeowners are sent educational materials about the dangers of lead-based paint and the availability of lead-based blood tests offered through the Jackson County Health Department. City of Jackson inspectors are trained on the requirement of the HUD Lead Safe Housing Rule (24 CFR 35, as amended 6/21/04), and insure that lead-based paint problems are properly resolved in all City-funded housing rehabilitation projects.**

**In 2004, the City of Jackson was awarded an Office of Healthy Homes Grant for Lead Hazard Control that will increase the number of lead safe homes for low-income households. Through the City's Lead Hazard Control Program and a collaboration with the Community Action Agency, low-income housing built before 1978 is eligible to receive assistance to remediate lead hazards in homes where children under the age of 6 reside, or are frequent visitors to. The Program provides free lead-paint risk assessment and paint inspections to determine the presence of lead hazards, as well as blood lead level testing of children under the age of 6 that meet program eligibility requirements. A lead safe housing registry will be created as part of the grant and will be available to the public.**

## HOUSING

### Specific Housing Objectives

\*Please also refer to the Housing Needs Table in the Needs.xls workbook.

1. Describe the priorities and specific objectives the jurisdiction hopes to achieve during the next year.
2. Describe how Federal, State, and local public and private sector resources that are reasonably expected to be available will be used to address identified needs for the period covered by this Action Plan.

Program Year 4 Action Plan Specific Objectives response:

**The City of Jackson has identified the following program activities and objectives for its HOME program:**

<b>Activity</b>	<b>Funding Amount</b>
HOME Rehabilitation Assistance (RAP)	\$113,031
HOME Administration (CD)	32,000
HOME Downpayment Assistance	40,000
HOME CHDO Operating Expenses	12,000
Jackson Affordable Housing Corp. - Acquisition/Rehab/Resale	60,000
CHDO Administration	6,000
Habitat for Humanity	66,500
<b>Total Budget:</b>	<b><u><u>\$329,531</u></u></b>

### HOME ACTIVITIES

#### COMMUNITY DEVELOPMENT REHABILITATION ASSISTANCE

The Housing Rehabilitation Program is for the repair of owner-occupied, low-income homes. The Department is currently accepting applications for the deferred loan program.

#### COMMUNITY DEVELOPMENT HOME ADMINISTRATION

The Department uses funding for the administration of the HOME Program. These funds will be used as program income for the CDBG Program and is part of the CDBG administration planned budget.

#### HOME DOWN PAYMENT ASSISTANCE

Funds enable Jackson Affordable Housing Corporation (JAHC) to provide down payment assistance (DPA) and certain closing costs to low-income persons purchasing single-family homes. The maximum provided per home is \$5,000.

#### **JAHC CHDO OPERATING EXPENSES**

The CHDO Operating Application will provide JAHC with administrative support for their acquisition/rehab/resale and new construction activities.

#### **JAHC ACQUISITION/REHAB/RESALE**

This agency will receive HOME funds for the purchase, rehabilitation, and resale of single-family homes to low-income residents. Normally, these homes are either poorly located, extremely deteriorated or, for some other reason, not marketable in the conventional housing market. This program brings homes up to the City's Housing Code and stabilizes their value in the market.

#### **JAHC HOME ADMINISTRATION**

JAHC will use funding for the administration of their DPA program and other general HOME expenses.

#### **HABITAT FOR HUMANITY**

The Greater Jackson Habitat for Humanity will use HOME funding for the purpose of assisting very low-income residents with the ability to become homeowners. Funds will be used to construct or rehabilitate homes in the Jackson community.

Every housing category was given a high priority due to the need far exceeding the City's ability to fund the category. The City of Jackson is committed to achieving the statutory goals and the primary national objectives of the CDBG program to benefit low and moderate-income persons by:

- Providing decent housing;
- Providing a suitable living environment; and,
- Expanding economic opportunities.

### **Needs of Public Housing**

1. Describe the manner in which the plan of the jurisdiction will help address the needs of public housing and activities it will undertake during the next year to encourage public housing residents to become more involved in management and participate in homeownership.
2. If the public housing agency is designated as "troubled" by HUD or otherwise is performing poorly, the jurisdiction shall describe the manner in which it will provide financial or other assistance in improving its operations to remove such designation during the next year.

Program Year 4 Action Plan Public Housing Strategy response:

**The Jackson Housing Commission (JHC) is a medium PHAS Standard Performer agency located in Jackson County, Michigan. The JHC manages 553 units of public housing in seven developments, and a Section 8 program of 475 participants.**

The JHC has assessed the housing needs of Jackson and the surrounding Jackson County area, and has determined it currently meets, and will continue to meet, the housing needs of the community to the extent practical for a medium-sized agency. The JHC has approved a deconcentration policy and will utilize local preferences to attract and encourage applicants that can qualify for public housing. The JHC reports it has numerous families waiting for open public housing units and Section 8 unit vouchers, resulting in a waiting list for subsidized housing in Jackson.

## Barriers to Affordable Housing

1. Describe the actions that will take place during the next year to remove barriers to affordable housing.

Program Year 4 Action Plan Barriers to Affordable Housing response:

**There is no data available to suggest that any excessive, exclusionary, discriminatory, or duplicating policies, rules, or regulations exist that might constitute barriers to the provision of affordable housing. However, the City will monitor and continually work toward ensuring that City Codes remain free of discriminatory laws.**

**The City's Fair Housing Ordinance, which was adopted in 1986, prohibits discrimination in selling, leasing, or renting property within the City of Jackson because of an individual's religion, race, color, national origin, age, sex, marital status, disability, or source of income. The "source of income" requirement became an issue after local community groups felt property owners and landlords were discriminating against welfare recipients they deemed as "undesirable tenants."**

## HOME/American Dream Down payment Initiative (ADDI)

1. Describe other forms of investment not described in § 92.205(b).
2. If the participating jurisdiction (PJ) will use HOME or ADDI funds for homebuyers, it must state the guidelines for resale or recapture, as required in § 92.254 of the HOME rule.
3. If the PJ will use HOME funds to refinance existing debt secured by multifamily housing that is that is being rehabilitated with HOME funds, it must state its refinancing guidelines required under § 92.206(b). The guidelines shall describe the conditions under which the PJ will refinance existing debt. At a minimum these guidelines must:
  - a. Demonstrate that rehabilitation is the primary eligible activity and ensure that this requirement is met by establishing a minimum level of rehabilitation per unit or a required ratio between rehabilitation and refinancing.

- b. Require a review of management practices to demonstrate that disinvestments in the property has not occurred; that the long-term needs of the project can be met; and that the feasibility of serving the targeted population over an extended affordability period can be demonstrated.
  - c. State whether the new investment is being made to maintain current affordable units, create additional affordable units, or both.
  - d. Specify the required period of affordability, whether it is the minimum 15 years or longer.
  - e. Specify whether the investment of HOME funds may be jurisdiction-wide or limited to a specific geographic area, such as a neighborhood identified in a neighborhood revitalization strategy under 24 CFR 91.215(e)(2) or a Federally designated Empowerment Zone or Enterprise Community.
  - f. State that HOME funds cannot be used to refinance multifamily loans made or insured by any federal program, including CDBG.
4. If the PJ is going to receive American Dream Down payment Initiative (ADDI) funds, please complete the following narratives:
- a. Describe the planned use of the ADDI funds.
  - b. Describe the PJ's plan for conducting targeted outreach to residents and tenants of public housing and manufactured housing and to other families assisted by public housing agencies, for the purposes of ensuring that the ADDI funds are used to provide down payment assistance for such residents, tenants, and families.
  - c. Describe the actions to be taken to ensure the suitability of families receiving ADDI funds to undertake and maintain homeownership, such as provision of housing counseling to homebuyers.

Program Year 4 Action Plan HOME/ADDI response:

#### **HOME Homeownership Policies**

1. ***HOME Resale Provisions*** – The initial homebuyer may sell the property during the term of affordability, provided the initial homebuyer repays the outstanding HOME subsidy at the time of resale. Full recapture will not be required in the case of a resale with no net proceeds, or insufficient net proceeds to fully repay the subsidy. Net proceeds are defined as the sale price minus loan repayment (including the HOME loan and closing costs). The term of affordability is ended if the HOME subsidy is repaid in whole or in part.
2. ***HOME Repayment Provisions*** – The homebuyer must repay the full amount of the HOME homebuyer subsidy (i.e., down payment, closing costs, and/or principal reduction) if the property is sold during the term of affordability. Full repayment of the homebuyer subsidy will not be required in case of resale with no net proceeds or insufficient net proceeds to fully repay the subsidy.
3. ***Homeowner's Return on Investment*** – At resale, the initial homeowner's return on investment will be dictated by the area housing market. The homeowner will receive a return on investment only if there are remaining net proceeds from the sale after payment of all outstanding mortgages (including the HOME mortgage and closing costs).

**The City may reduce the amount of the HOME mortgage that must be repaid in order to allow the homeowner to recover a portion of his or her investment (i.e., down payment, principal payment, and capital improvements).**

## HOMELESS

### Specific Homeless Prevention Elements

\*Please also refer to the Homeless Needs Table in the Needs.xls workbook.

1. Sources of Funds—Identify the private and public resources that the jurisdiction expects to receive during the next year to address homeless needs and to prevent homelessness. These include the McKinney-Vento Homeless Assistance Act programs, other special federal, state and local and private funds targeted to homeless individuals and families with children, especially the chronically homeless, the HUD formula programs, and any publicly-owned land or property. Please describe, briefly, the jurisdiction's plan for the investment and use of funds directed toward homelessness.
2. Homelessness—In a narrative, describe how the action plan will address the specific objectives of the Strategic Plan and, ultimately, the priority needs identified. Please also identify potential obstacles to completing these action steps.
3. Chronic homelessness—The jurisdiction must describe the specific planned action steps it will take over the next year aimed at eliminating chronic homelessness by 2012. Again, please identify barriers to achieving this.
4. Homelessness Prevention—The jurisdiction must describe its planned action steps over the next year to address the individual and families with children at imminent risk of becoming homeless.
5. Discharge Coordination Policy—Explain planned activities to implement a cohesive, community-wide Discharge Coordination Policy, and how, in the coming year, the community will move toward such a policy.

Program Year 4 Action Plan Special Needs response:

**In an effort to address increasing demands for homeless assistance, the City of Jackson's Community Development Department, several housing agencies, and non-profit organizations have come together to produce and design a Continuum of Care. The intent of the Continuum of Care, as previously mentioned, is to be a systematic logistical blueprint for supplying care services. This activity is in direct correlation with the Consolidated Plan, which states, "the City will monitor the homeless population residing in emergency and temporary shelters." The City, in conjunction with the Continuum of Care Ad Hoc group, will continue to research funding and strategies to reduce the Jackson homeless population as a whole. AWARE Inc., Community Action Agency, the Florence Crittenton Home, JAHC, and**

the Salvation Army anticipate sharing \$164,100 in Emergency Shelter Grant funds from a MSHDA ESG Grant for fiscal year 2008.

The following agencies in Jackson provide outreach and referral links to move homeless people from the streets to emergency shelters or to safe havens:

1. Interfaith Shelter provides housing for all populations.
2. LifeWays provides assistance for the seriously mentally ill and the dually diagnosed.
3. The Salvation Army provides assistance to all populations.
4. The AWARE Shelter provides emergency shelter and transitional housing for abused women and children.
5. Grace Haven is a shelter for all populations.
6. DisAbility Connections provides assistance and referrals to the special needs population.
7. Florence Crittenton Services provides housing and transitional assistance to troubled youth and young adults.
8. The United Way provides emergency assistance for special needs in the community.
9. The American Red Cross provides disaster relief assistance to individuals experiencing a crisis.

To assist outreach workers and homeless persons in determining space availability in emergency and transitional shelters, the 211 Call Center will maintain information, which can be accessed by dialing 2-1-1.

To move the homeless individual or family from the emergency shelter to transitional or permanent housing, the immediate crisis effects must be alleviated. The initial priority the homeless will receive is safe housing, nutritious and adequate food, appropriate clothing, and necessary medical care. When the immediate crisis is alleviated, the homeless person or family will then begin to participate in the case management process. The assessment of their reasons for homelessness and identifying the barriers to obtaining and maintaining permanent housing will allow the development of a plan of action. The intent of the system will be to accomplish the following activities, according to the needs of the individual or family, to prepare them to move to transitional or permanent affordable housing:

1. The children will be in school.
2. SSI, GA, food stamps and TANF benefits will be obtained.
3. Childcare will be arranged.
4. Job training will be initiated.
5. Employment will be obtained.
6. Behavioral health services will be initiated.
7. Basic life skills training will be initiated.
8. Money will need to be saved.

## Emergency Shelter Grants (ESG)

(States only) Describe the process for awarding grants to State recipients, and a description of how the allocation will be made available to units of local government.

Program Year 4 Action Plan ESG response:

**States only.**

## COMMUNITY DEVELOPMENT

### Community Development

\*Please also refer to the Community Development Table in the Needs.xls workbook.

1. Identify the jurisdiction's priority non-housing community development needs eligible for assistance by CDBG eligibility category specified in the Community Development Needs Table (formerly Table 2B), public facilities, public improvements, public services and economic development.
2. Identify specific long-term and short-term community development objectives (including economic development activities that create jobs), developed in accordance with the statutory goals described in section 24 CFR 91.1 and the primary objective of the CDBG program to provide decent housing and a suitable living environment and expand economic opportunities, principally for low- and moderate-income persons.

\*Note: Each specific objective developed to address a priority need, must be identified by number and contain proposed accomplishments, the time period (i.e., one, two, three, or more years), and annual program year numeric goals the jurisdiction hopes to achieve in quantitative terms, or in other measurable terms as identified and defined by the jurisdiction.

Program Year 4 Action Plan Community Development response:

### Community Development Block Grant (CDBG)

#### Public Services

American Red Cross	\$2,000
Big Brothers Big Sisters of Jackson County	2,000
Center for Family Health (Adult Dental)	25,000
Community Development (Neighborhood Resource Center)	12,000
Partnership Park Neighborhood Ass'n	5,000
Family Services & Children's Aid	5,000
Florence Crittenton (Male Transition Program)	2,500
Florence Crittenton (Reporting Center for Youth)	3,000
Jackson Affordable Housing (Homeowner Training)	3,000
Jackson Affordable Housing (Foreclosure Prevention)	27,273
Jackson Human Relations Comm.-Youth Council	1,000
Jackson School of the Arts	1,500

***Public Services cont'd***

The Salvation Army	63,000
Parks and Recreation (MLK Summer Program)	35,000
United Way (211 Call Center)	10,000
<b>Public Services Subtotal</b>	<b>\$197,273</b>

**Administration and Planning** **\$248,600**

**Other Projects (Public Facilities, Public Improvements, and Economic Development)**

Public Works - Curb Ramps	40,000
Community Development (Code Enforcement)	500,000
Community Development (Rehabilitation)	275,230
Community Development (Jobs Creation Initiative)	34,000
Downtown Development Authority	18,000
John George Home - Elevator	50,000
Forestry - Ash Tree Removal and Planting	25,000
Parks and Recreation/Rotary Park Improvements	35,000
Michigan Theatre - Plumbing Repairs	4,000
Jackson Friendly Home - Elevator	30,000
Grace Haven Center - Shelter Renovation	18,000
<b>Other Projects Subtotal</b>	<b>\$1,029,230</b>
<b>Total CDBG Funding</b>	<b>\$1,475,103</b>

**The City of Jackson supports a variety of public services with CDBG funds. The City seeks to assure that adequate levels of appropriate services are made available to the residents of the City, particularly the most vulnerable.**

**American Red Cross – Program will provide emergency assistance to low-income City residents due to fire or other disaster-related incident.**  
*Suitable Living Environment*

**Big Brothers Big Sisters of Jackson – Funding will be used for school-based mentoring services and support to low-income children.**  
*Suitable Living Environment*

**Center for Family Health – This program assists low-income residents with free or low-cost dental assistance.**  
*Suitable Living Environment*

**Neighborhood Resource Center – Funding will be used for the operations of the Neighborhood Resource Center. The Center provides a facility for Commodity Food Distribution, Toys for Tots, Helping All People Excel (HAPE), Senior Sewing and Craft Group, NAACP meetings, Ward representatives, and community meetings.**  
*Suitable Living Environment*

**Partnership Park Neighborhood Association – This activity will fund an after-school program for children in the area.**

***Suitable Living Environment***

**Family Service and Children’s Aid – This program offers the Families and Schools Together (FAST) counseling program for school-age children and their families.**

***Suitable Living Environment***

**Florence Crittenton (Male Transitional Program) – The group provides housing and assistance for homeless young men.**

***Decent Housing***

**Florence Crittenton (Reporting Center for Youth) – The agency provides an after-school training and reporting center for youth experiencing social and family problems.**

***Suitable Living Environment***

**Jackson Human Relations Commission (Youth Council) – This group plans to provide area youth with an opportunity to achieve leadership skills through education and community outreach services.**

***Suitable Living Environment***

**Jackson School of Arts – Funding will provide out-of-school and summer arts education programs for low to moderate-income underserved youth.**

***Suitable Living Environment***

**Jackson Affordable Housing Corporation (JAHC) Homeownership Training – Program provides new and potential homeowners with financial management and property maintenance training.**

***Decent Housing***

**Jackson Affordable Housing Corporation (JAHC) Foreclosure Prevention and Credit Repair – Program provides foreclosure and credit repair assistance to homeowners.**

***Decent Housing***

**The Salvation Army – Program will provide low-income residents with utility and heating assistance.**

***Suitable Living Environment***

**Martin Luther King Summer Program (Parks, Recreation and Grounds Department) – This program provides summer recreation and educational experiences to over 500 children.**

*Suitable Living Environment*

**United Way of Jackson County – The agency assists in the operation of the 2-1-1 calling system.**

*Suitable Living Environment*

**OTHER PROJECTS:**

**Curb Ramps (Department of Public Works) – Funding will allow for the installation of handicap curb ramps within CDBG areas.**

*Suitable Living Environment*

**Code Enforcement (Community Development Department) – Funds for this activity include salaries, fringe benefits, supplies, materials, equipment, and associated code enforcement costs.**

*Decent Housing*

**Residential Rehabilitation – This activity provides funds for owner-occupied housing rehabilitation loans, Emergency Hazard loans, World Changers construction materials, and Denied Loan costs.**

*Decent Housing*

**Jobs Creation Initiative – Funds will be used to entice economic development in qualified census tracts by providing loans to qualifying applications creating jobs for presently low and moderate-income employees.**

*Economic Opportunity*

**Downtown Development Authority (Façade Program) – Funds will provide downtown business owners with assistance to improve the exterior appearance of their building.**

*Economic Opportunity*

**John George Home – Funding will help this facility for homeless men through installation of an elevator.**

*Decent Housing*

**Ash Tree Removal and Planting – This activity will be used to assist with the revitalization of the City of Jackson’s urban forest by removing Ash tree species killed off by the Emerald Ash Borer and replacing them with new plantings.**

*Suitable Living Environment*

**Rotary Park Improvement – New signage and the reconstruction of tennis and basketball court will be accomplished with CDBG funding.**

*Suitable Living Environment*

**Michigan Theatre – This historic facility will be using funds to make much-needed plumbing repairs.**

*Suitable Living Environment*

**Jackson Friendly Home – Funding will allow the installation of a new elevator in this facility that provides a home for elderly and low-income women.**

***Decent Housing***

**Grace Haven Center – Funds will be used to make repairs to two facilities, such as roofing and waterlines.**

***Decent Housing***

## **Antipoverty Strategy**

1. Describe the actions that will take place during the next year to reduce the number of poverty level families.

Program Year 4 Action Plan Antipoverty Strategy response:

**According to the 2000 Census, 19.6% of all persons in the City of Jackson are below the poverty level. Approximately the same percentage of families (23%) were at or below the poverty level. The City of Jackson staff has neither the resources nor facilities to carry out programs directly targeted at reducing the number of households at or below the poverty level. However, the City has housing programs available and provides funding to public service agencies that assist households at or below the poverty level. Likewise, the City collaborates with anti-poverty agencies in providing services that will reduce the level of poverty in Jackson.**

**Deferred Loan Program – The City of Jackson Community Development Department offers deferred loans to low to moderate-income homeowners for property improvements. The Deferred Loan is an interest-free loan with no monthly payments. Repayment is deferred until the owner moves, rents the home, or fails to use the property as their primary residence.**

**Emergency Hazard Program – The City of Jackson Community Development Department offers the Emergency Hazard Program to very low-income homeowners to eliminate hazardous conditions. The Emergency Hazard Loan is an interest-free loan with no monthly payments. Repayment is deferred until the owner moves, rents the home, or fails to use the property as their primary residence.**

**Family Self-Sufficiency Program – The JHC provides a Family Self-Sufficiency Program that offers public housing residents an escrow account whereby a portion of their rent is deposited and can be withdrawn after successful completion of the program and used as a down payment on the purchase of their first home. Enrollees are encouraged to set goals of pursuing either education (GED, two, or four year degrees), job training, or employment. To assist program participants in obtaining their goals, transportation, child care, clothing, and counseling services are provided.**

Each of the programs above are available to persons at or below the poverty level to help meet emergency needs related to housing, health, and social welfare.

## NON-HOMELESS SPECIAL NEEDS HOUSING

### Non-homeless Special Needs (91.220 (c) and (e))

\*Please also refer to the Non-homeless Special Needs Table in the Needs.xls workbook.

1. Describe the priorities and specific objectives the jurisdiction hopes to achieve for the period covered by the Action Plan.
2. Describe how Federal, State, and local public and private sector resources that are reasonably expected to be available will be used to address identified needs for the period covered by this Action Plan.

Program Year 4 Action Plan Specific Objectives response:

**The CP identifies the need for additional affordable and accessible housing. The market supports creating additional accessible units not only for the physically disabled, but also for the growing elderly population who are looking ahead for accessible units. CDBG, HOME and other public and private funds will be used to make 20 units accessible over the 5-year period of the CP for extremely low to moderate-income households. The City's World Changers program takes great pride in providing wheelchair accessible ramps to low-income residents each year. Accessible housing has a high priority.**

### Housing Opportunities for People with AIDS

\*Please also refer to the HOPWA Table in the Needs.xls workbook.

1. Provide a Brief description of the organization, the area of service, the name of the program contacts, and a broad overview of the range/ type of housing activities to be done during the next year.
2. Report on the actions taken during the year that addressed the special needs of persons who are not homeless but require supportive housing, and assistance for persons who are homeless.
3. Evaluate the progress in meeting its specific objective of providing affordable housing, including a comparison of actual outputs and outcomes to proposed goals and progress made on the other planned actions indicated in the strategic and action plans. The evaluation can address any related program adjustments or future plans.
4. Report on annual HOPWA output goals for the number of households assisted during the year in: (1) short-term rent, mortgage and utility payments to avoid homelessness; (2) rental assistance programs; and (3) in housing facilities, such as community residences and SRO dwellings, where funds are used to develop

and/or operate these facilities. Include any assessment of client outcomes for achieving housing stability, reduced risks of homelessness and improved access to care.

5. Report on the use of committed leveraging from other public and private resources that helped to address needs identified in the plan.
6. Provide an analysis of the extent to which HOPWA funds were distributed among different categories of housing needs consistent with the geographic distribution plans identified in its approved Consolidated Plan.
7. Describe any barriers (including non-regulatory) encountered, actions in response to barriers, and recommendations for program improvement.
8. Please describe the expected trends facing the community in meeting the needs of persons living with HIV/AIDS and provide additional information regarding the administration of services to people with HIV/AIDS.
9. Please note any evaluations, studies or other assessments that will be conducted on the local HOPWA program during the next year.

Program Year 4 Action Plan HOPWA response:

**The Jackson County Health Department receives federal funding from the State to provide HIV/AIDS counseling and testing. The City of Jackson has no facilities specifically set aside for AIDS patients and factual data or estimates for AIDS patients in need of supportive housing is not available. However, the Hospice of Jackson receives patients of AIDS on the same basis as they receive other patients. Hospice's policy is to accept any terminally ill patient (regardless of disease or cause) who has been diagnosed as having 6 months or less to live.**

**Another resource for HIV/AIDS patients is the HIV/AIDS Resource Center (HARC), a private, non-profit organization founded in 1986 by a group of dedicated volunteers in order to provide HIV services to the people of Washtenaw, Jackson, Livingston and Lenawee Counties. HARC has grown steadily since 1986, evolving from a grassroots, volunteer-based organization, to a prominent AIDS service organization. HARC is the only comprehensive AIDS service organization providing HIV/AIDS prevention, education, outreach, and direct care for people affected by HIV/AIDS in the four-county area. HARC's mission is to provide HIV-related services to the community through compassionate direct care, prevention, and outreach activities.**

**HARC's Care Team provides case management and advocacy services for people who have HIV/AIDS. More importantly, HARC's Care Team offers a caring hand and compassionate treatment to ensure that people living with HIV/AIDS maintain control over their lives. Case management services help link clients to medical care, support groups, nutrition services, housing assistance, mental health services, food pantry, transportation, and emergency financial assistance for clients in need.**

**The City of Jackson does not receive HOPWA funding.**

## Specific HOPWA Objectives

Describe how Federal, State, and local public and private sector resources that are reasonably expected to be available will be used to address identified needs for the period covered by the Action Plan.

Program Year 4 Specific HOPWA Objectives response:

**The City of Jackson does not receive HOPWA funding.**

## Other Narrative

Include any Action Plan information that was not covered by a narrative in any other section.

**The numbers used in this report are proposed numbers and are subject to change based on the final allocation results from the Department of Housing and Urban Development (HUD). In the case where the amount from HUD will be greater than or less than what the City of Jackson proposes, an across-the-board percentage will be added or subtracted from each activity.**



## Community Development

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

March 5, 2008

**TO:** William R. Ross, City Manager

**FROM:** Deborah S. Stuart, Acting Community Development Director

**RE: Request to Establish Public Hearing on April 8, 2008 to create an Obsolete Property Rehabilitation District (OPRD) #5 to encompass 212 and 228 West Michigan Avenue**

---

In an effort to encourage the redevelopment of two properties currently owned by the City, staff would like to create an Obsolete Property Rehabilitation District (OPRD) to encompass the properties located at 212 and 228 West Michigan Avenue.

Under an OPRD, the City freezes existing Ad Valorem property taxes collected under the General Property Tax Act of 1893, PA 206, on a designated building (not land) for up to 12 years. The OPRD provides an incentive for developers to invest in obsolete property by exempting any increases in the taxable value of the property. The OPRD must consist of one or more parcels of land containing obsolete commercial or commercial housing property. The City Assessor will make this determination prior to the Public Hearing. If the proposed area does not qualify, the item will be pulled from the agenda.

The establishment of an OPRD requires two public hearings before the district can be established and the exemption certificate can be implemented. The first public hearing, requested in this item, will be to consider establishing the district. At a later date, a developer may request a second public hearing regarding the application for an Obsolete Property Rehabilitation Exemption Certificate for one or both of the properties.

Requested action at this time is for City Council to establish April 8, 2008 at the City Council meeting as the time and place to hold a public hearing to consider the establishment of Obsolete Property Rehabilitation District #5 to encompass 212 and 228 West Michigan Avenue. Please place this request on the March 11, 2008 agenda for City Council's consideration.

cc: Bruce Inosencio, Hotel Hayes Redevelopment, LLC  
Kyle Jansen, DDA Executive Director  
Carol Konieczki, Community Development Director  
Jan Markowski, City Assessor



March 4, 2008

**TO:** Mayor and City Councilmembers  
**FROM:** Andrew R. Frounfelker, Chair, Rules & Personnel Committee  
**RE:** Committee Recommendations

---

At their regular meeting on March 3, 2008, the Rules & Personnel Committee made the following recommendations:

City Council Travel Policy

1. Prior City Council approval will be required for any City Council travel that involves an overnight stay, an out of state trip, or expenses exceeding \$400.
2. Prior City Council approval is not required for City Council travel not meeting any of the above criteria as long as there are sufficient funds in the budget.

Computer Use Policy

1. The attached resolution and policy statement be adopted authorizing the City Manager to write administrative rules regarding use of the City computer system.

These matters will be placed on the agenda of the meeting of March 11, 2008, for your consideration.

ARR:WRR:skh

## **RESOLUTION**

### **BY THE CITY COUNCIL:**

WHEREAS, the City Council wishes to amend the Personnel Policy of the City to establish its expectations related to use of City-owned computer equipment, networks, software and any related tools;

AND WHEREAS, the City Council wishes to require the City Manager to prepare an administrative regulation consistent with the Council's expectations related to computer use and distribute same to all users of City-owned equipment, networks and software;

AND WHEREAS, the City Council wishes to require the City Manager to update said administrative regulation as necessary and appropriate, consistent with the Council's stated expectations;

NOW THEREFORE BE IT RESOLVED THAT the City of Jackson Personnel Policy will be amended to incorporate a new Article XXI, Information Technology Policies, as provided in the attached page.

## ARTICLE XXI – INFORMATION TECHNOLOGY POLICIES

Section XXI – 1. Software Licenses. All users of City-owned information technology equipment will abide by licensing agreements that the City has entered into with software manufacturers. No software will be installed on a City computer without written permission of the designated Manager in the MIS Department.

Section XXI – 2. Software Standardization. Software standards will be established by the MIS Department to maximize the compatibility of data exchange between City computers and to ensure cost effective interdepartmental communications and other exchanges.

Section XXI – 3. E-Mail Use. The City of Jackson e-mail system was established for City of Jackson business, and there is no right to privacy for users of the City's e-mail system, except as a particular message may be exempt from disclosure pursuant to the Freedom of Information Act. The City Manager will establish and enforce standards for users of the City's e-mail system. If an official, employee or volunteer uses the e-mail system for personal matters, the use must be *de minimas* and meet the same standards established for professional use.

Section XXI – 4. Internet Use. The City of Jackson internet system was established to support performance of City business, and there is no right to privacy for users of the City's internet system. The City Manager will establish and enforce standards for users of the City's internet system. If an official, employee or volunteer uses the internet system for personal matters, the use must be *de minimas* and meet the same standards established for professional use.

Section XXI – 5. Misuse of Information Technology. The use of City-owned information technology is a privilege that may be revoked. Misuse and/or abuse of City-owned technology may result in disciplinary action and/or referral to law enforcement authorities for legal intervention.



**TO:** Mayor and City Councilmembers

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

**RE:** City Affairs Committee Report on Jackson Metropolitan Area Fire Department  
Coordination Activities

---

The City Affairs Committee, at their meeting on March 3, 2008, considered a report which was referred by the City Council related to recommendations for additional cooperation among area Fire Departments. These recommendations were formulated through discussions that took place amongst the Fire Chiefs of the City and Blackman, Summit and Leoni Townships. The Chiefs met after the four governmental bodies commissioned a joint study of the feasibility of metropolitan fire services. Region 2 Planning Commission coordinated the study, which included the City Manager and Township Supervisors, as well as John Worden, a former township Fire Chief. The attached memorandum from Region Planning Commission is seen as an interim step to final completion of the joint feasibility study. Following considerable discussion, the City Affairs Committee voted to make the following recommendations to the City Council:

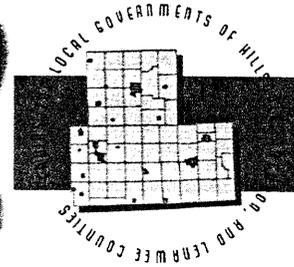
1. The City Affairs Committee recommends approval of the following items from the memorandum:  
Item #1 – Establishment of a cooperative capital apparatus, equipment and supplies purchasing policy  
Item #3 – Automatic mutual aid for rescue responses  
Item #5 – Refinement of automatic mutual-aid system,  
and Item 6 – Expansion of centralized training and testing.
2. The City Affairs Committee recommends, as noted in the report, that the Fire Chiefs continue to review Item #4 - Sharing of reserve apparatus, and prepare a further report for consideration in the future.
3. The City Affairs Committee recommends Item #2 - Establishment of an area-wide vehicle maintenance program not be accepted.

This matter will be placed on the City Council meeting agenda of March 11, 2008, for your consideration.

DPG

Attachment - Region 2 Memorandum

# Region 2 Planning Commission



## MEMORANDUM

**To:** Oversight Committee for the Study of a Metropolitan Fire Authority  
**From:** Technical Committee  
**Date:** November 15, 2007

**Subject: Recommendation for Cooperation Among Fire Departments**

The Fire Study Technical Committee comprised of Larry Bosell, Scot Harvey, Mike Jester, Bill Lenaghan, John Worden and I met on October 10, and November 6, 2007 to identify possible areas of continued and expanded cooperation among fire departments in Blackman, Leoni and Summit Townships; and the City of Jackson. The following topical areas were discussed: establishment of a cooperative purchase policy for capital apparatus, equipment, and supplies; establishment of an area wide maintenance program, cooperative purchasing, automatic mutual-aid for rescue responses, sharing of reserve apparatus, refinement of the automatic mutual-aid system, and centralized training and testing. Each of these topical areas is discussed below including a description of the proposed advantages and obstacles associated with each effort, possible means of implementation, and our recommendation for the implementation of each item.

1. **Establishment of a cooperative capital apparatus, equipment, and supplies policy.**

**Proposal:** The establishment of a cooperative apparatus, equipment, and supplies policy is proposed. The purpose of the policy is to reduce the cost, and achieve standardization over the long term in vehicles, equipment, and supplies throughout the Jackson metropolitan area.

**Advantages:** Standardization of apparatus and equipment would allow the transfer of vehicles and equipment among departments or to a future metropolitan department, the facilitation of maintenance, reductions in costs, equipment compatibility, and firefighter familiarity system-wide.

**Obstacles:** Some departments may have preferences for specific brands of vehicles, equipment, or supplies.

**Means of  
Implementation:**

Two committees comprised of one representative of each department are recommended to be established for capital purchases, and for the purchase of equipment and supplies. These committees will inventory apparatus and equipment, develop replacement and replenishment schedules, and come to agreement on the purchase of vehicles, equipment and supplies.

The Jackson Community Ambulance (JCA) has been contacted and has indicated a willingness to discuss department participation in purchasing with the ambulance companies who currently have a joint purchasing arrangement. The departments may participate with purchases under the same pricing policy as those which exist for the ambulance companies.

**Recommendation:** The Steering Committee recommends the immediate implementation of this suggestion through the appointment of the two committees, and believes each department would benefit individually and collectively.

2. **Establishment of an area-wide maintenance program.**

**Proposal:**

Currently, each of the four departments uses the same mechanic for the repair of vehicles. Repairs are completed in various locations and involve transportation costs. It may be possible to contract with the mechanic for repair and maintenance services. Each of the four departments will be billed for work performed on their vehicles. Work will take place within the City's Central Station because of available space and lift equipment currently in place. The Committee has negotiated a cost of \$60 per hour (a savings of \$15 per hour), with no mark-up on parts.

**Advantages:**

- Each of the departments could reduce costs associated with the mechanic's travel time.
- Efficiencies could be realized due to the consolidation for maintenance work in one location.
- Maintenance work could be scheduled on the basis of system-wide priority.
- The question of liability has been addressed and is not an obstacle to implementation.

**Obstacles:** Blackman Township's ladder could not be serviced because of the weight and length of the vehicle.

**Means of Implementation:**

- The City's main station on N. Jackson Street, centrally located facility has lift equipment capable of handling fire vehicles, and space available to conduct such work.
- The departments will contract with the mechanic who currently handles maintenance work for each department separately.

**Recommendation:** It is recommended that the measure be approved and contracts prepared for signature by the three townships and the city. Each of the three townships and the city would benefit from this arrangement.

**3. Automatic mutual-aid for rescue responses.**

**Proposal:** The four departments could agree upon automatic mutual-aid for emergency rescue responses based upon a protocol designed to achieve rapid response and efficiency.

**Advantages:**

- Emergency rescue services could be provided by adjacent departments in locations where the service cannot be provided efficiently by the department of jurisdiction.
- Automatic mutual-aid rescue responses could facilitate situations involving multiple emergency rescue requests.
- An automatic mutual-aid arrangement for rescue may be very beneficial between the City and Summit Township.

**Obstacles:**

- Automatic rescue response for Blackman Township would probably not work because the township has such a rapid response time. Their vehicles usually arrive at scenes prior to fire department vehicles.
- Leoni cannot respond to areas within the City of Jackson faster than the City can respond.

**Means of**

**Implementation:** An agreement for automatic mutual-aid for fire department rescue may be achieved using the model that successfully resulted in automatic mutual aid for structure fires. However, the concept appears only to be feasible for implementation between the City of Jackson and Summit Township.

**Recommendation:** The involvement of the fire unions is recommended prior to attempting further study of this measure.

**4. Sharing of reserve apparatus.**

**Proposal:** The four fire departments collectively could reduce apparatus requirements through the sharing of equipment in reserve.

**Advantages:** The sharing of reserve apparatus may result in a savings to each department by a reduction of apparatus necessary to meet reserve needs, and a reduction in the space required to house these vehicles. Such an arrangement would also allow for “cherry picking” system-wide to keep the best equipment for reserve purposes and allow the sales of remaining apparatus. Superfluous equipment could be sold.

**Obstacles:**

- Insurance may be a problem because each of the four departments uses different insurance agencies.
- Some vehicles are equipped with a capacity for only two personnel within the cab.
- Because of variability and equipment, there is a lack of familiarity with vehicles which could create operational problems during fire emergencies.
- The vehicles would have to be equipped with appropriate equipment.
- There is not a need for such an arrangement because of the availability of such apparatus.

**Means of**

**Implementation:** A committee comprised of representatives from each department may be established to review the reserve equipment needs and available vehicles. Available reserve vehicles could be housed at the City’s central fire station.

**Recommendation:** The Steering Committee advises further exploration of this measure as equipment ages. There is no immediate need for the sharing of reserve apparatus. One concern is the safety of firefighters as they operate equipment about which they are unfamiliar.

**5. Refinement of automatic mutual-aid system:**

**Proposal:** The operational characteristics of the automatic mutual-aid system could be reviewed to determine whether the response to a structure fire by all departments is necessary on all occasions. If it can be determined that response is not necessary by all departments for structure fires in certain locations without a reduction in efficiency or safety to firefighters, then such a reduction should be implemented.

**Advantages:** Reducing the number of responses system-wide could result in a savings in cost, reduction of wear and tear on fire apparatus, and a reduction in the risk associated with emergency vehicles responding under lights and siren.

**Obstacles:**

- Generally there is a preference to not reduce manpower at fires.
- The implementation of the proposal may be a concern to the fire department unions.

**Means of Implementation:** Central Dispatch issues the alarm and provides the location of structure fires. The individual departments determine who will go to the fire. To effectuate the change a simple change in protocol, and a corresponding adjustment to the mutual-aid agreement would be necessary.

**Recommendation:** Involvement of the fire unions is recommended to study and, perhaps, facilitate implementation.

**6. Expansion of centralized training and testing.**

**Proposal:** Departments may enhance and expand their centralized training and testing programs to achieve greater efficiency, and pre-qualify potential employees.

**Advantages:**

- More firefighters and public safety officers could be trained more efficiently.
- Fire personnel would become more familiar with the personnel of other departments which would facilitate their operations at fire scenes.

**Obstacles:**

There are no known obstacles.

**Means of**

**Implementation:**

A committee could be established to work out a curriculum to do training and testing in areas such as the pulmonary/respiratory fit test, hazmat training, and for the expansion of the use of technology within departments.

**Recommendation:**

The measure is recommended for immediate implementation.

We believe there are opportunities for further cooperation among and between fire departments in these areas, and we look forward in meeting with you to discuss each of these programs in more detail in the near future. In addition, we suspect, with the adoption of revisions to state law, that consolidation with other fire departments or local units of government in the bidding and purchase of health insurance may result in a cost savings, and should be explored.



## Office of the Mayor

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

MEMO TO: City Councilmembers  
FROM: Jerry F. Ludwig, Mayor  
DATE: March 5, 2008  
SUBJECT: Downtown Development Authority

In accordance with City Code Section 2-401 providing for creation of Authority pursuant to Act 197 of the Public Acts of 1975, adopted 3/22/77 and City Commission resolution adopted 11/26/91. Members are appointed by the Mayor subject to Council confirmation, for four year terms. The Mayor serves during term of office. The Board shall consist of 13 members, with at least seven having an interest in downtown district property, and at least one member a resident of the downtown district, including the Midtown Association president.

It is my desire to reappoint Richard Sneary to the Downtown Development Authority for a four-year term beginning March 30, 2008, and ending on March 29, 2012.

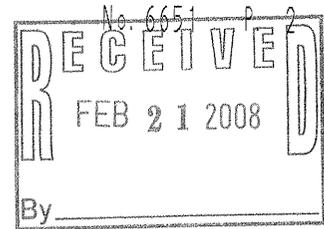
JFL:skh

APP-CC

# CITY OF JACKSON



## MICHIGAN



Office of Mayor  
Jerry F. Ludwig

161 W. Michigan Avenue  
Jackson, MI 49201  
Phone: (317) 788-4028  
Fax: (317) 768-5800

### City of Jackson Board/Commission Application

Name: Richard Sneyry

Address: 2180 Maple Dr Jackson Zip: 49203

Home Phone: \_\_\_\_\_ Other Phone: 517.937.8448

Occupation: Financial Advisor

#### Community Involvement/Activity

ERC member & Facade                      Junior Achievement  
Dun property owner

Are you a registered voter? yes Ward? \_\_\_\_\_

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

- 1. DDA
- 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

RSneyry  
Signature of Applicant

2/16/08  
Date



March 5, 2008

**TO:** City Councilmembers  
**FROM:** Jerry F. Ludwig, Mayor  
**RE:** Charter Review Commission

---

In accordance with City Charter, Article XXI, Section 21.1, Charter Review, a charter review committee of at least seven members, none of whom shall be elected or appointed officials, shall be appointed by the Council ten years after the charter is adopted, and each ten years thereafter. The committee shall examine the charter and may recommend to the Council either initiation of the charter revision process or any specific amendments which appear to the committee to be necessary or desirable.

It is my recommendation to appoint the following citizens to the Charter Review Commission:

1. Jonathan Tade Williams
2. Paula A. Harris
3. Richard E. Saltzgaber
4. Michael Levy
5. Katherine J. Klaus
6. Lee Hampton
7. Renate R. Hurd
8. Ellen White
9. Anthony Horne
10. Warren D. Renando
11. Ken Wyatt
12. Michael J. Swope
13. John M. Vanderpool(Alternate)

Your concurrence with this recommendation is appreciated.

JL:skh



**City of Jackson Board/Commission Application**

Name: JONATHAN TADE WILLIAMS (JON)  
 Address: 803 BRIGHTON Zip: 49203  
 Home Phone: 262-3561 Other Phone: 269-965-3931  
 Occupation: Professor of Political Science

**Community Involvement/Activity**

JCEG Jackson GOP  
Numerous Campaigns inc. JCC & JISD

Are you a registered voter? yes Ward? 6-3

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

1. City Charter Comm.
2. \_\_\_\_\_
3. \_\_\_\_\_

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

Worked in State Legislature, Degrees in Pol Sci &  
Public Administration, MAST. of STATE & LOCAL GOVT

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

APPLICATION WILL BE KEPT ON FILE FOR ONE YEAR

*Jonathan Williams*  
 Signature of Applicant

1-29-07  
 Date

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

# MY BACKGROUND AND EXPERIENCE

(Last Revised August 2007)

JONATHAN T. WILLIAMS  
JACKSON, MICHIGAN

## EXPERIENCE:

- Dec 1997 - Present* Instructor of American Gov't; Comp. Politics; & Race and Ethnic Relations - Kellogg Commu
- June 1995 - May 1997* Instructor of Political Science, - Jackson Community College.
- Jan. 1997 - May 1997* Instructor of Social Issues - Jackson Community College.
- July 1996 - Dec. 1997* Constituent Relations Specialist for State Senator Philip E. Hoffman.
- June 1994 - June 1995* Administrative Assistant for State Senator Philip E. Hoffman.

## ADDITIONAL COURSES TAUGHT:

- August 1995 - Dec. 1995* Instructor of Minority Relations - Jackson Community College.
- August 1995 - Dec. 1995* Instructor of History - Jackson Community College.
- Feb. 1997 - June 1995* Instructor of Social Science - Montcalm Community College (*Cope Program*)
- Oct. 1995 - Dec. 1995* Instructor of Political Economics - Montcalm Comm. College (*Cope Program*)

## ACADEMIC WORK/PUBLICATIONS:

- June 2005 *Comparative Politics (POSC-210) Online Course Program - Blackboard*
- June 1999 *American Systems of Government (POSC-200) Online Course Program - Blackboard*
- September 1997 *Cram and Forget, is there a Better Way? Teaching For Success, September 1997, vol 9-6, p.5.*
- April 1997 *Addressing the Gap in Political Knowledge- A Study of the Expectation of Michigan Collegiate Educators, Western University, Master of Public Policy and Administration, Thesis Project.*
- January 1997 *Jackson Community College Standardized Political Science Final Exam, Assessment of Education Programs, J*
- December 1996 *State's Rights, Public Administration Dictionary, Chandler Publishing, 2 Ed.*

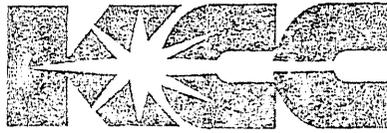
## EDUCATION:

### 2000/2001 Michigan Political Leadership Program Fellow

- April 1997* Master of Public Policy and Administration obtained from Western Michigan University
- May 1994* Bachelor of Social Science, Major in Political Science, obtained from MI State University.
- Dec. 1990* Associate of Arts, obtained from Jackson Community College.

## MEMBERSHIPS /ACADEMIC AFFILIATIONS:

- Mitt Romney for President - Regional Chairman
- Jackson County Republican Party Chairman.
- Michigan Association of Higher Education - Legislative Committee Chair.
  - Jackson Chamber of Commerce, Legislative Committee Member.
  - Kellogg Faculty Association Board (MAHE Rep).
- American Society for Public Administration (ASPA), Former Member.



**KELLOGG COMMUNITY COLLEGE**

450 North Ave.  
Battle Creek, MI 49017-3397  
(269) 965-3931  
www.kellogg.edu

Date: 1/29/ Number of Pages (Includes Cover): 3

To: ATTN: SHARON

From: Jon Williams

If this transmission is not complete or legible, please call:

Phone: 269-965-3931 Ext. 2229

Notes: or call (if nec.) my cell @  
517-262-3561.

*(Handwritten mark)*

**Confidentiality Notice:**

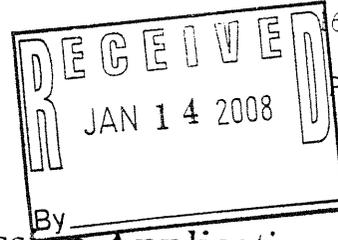
The document(s) accompanying this form may contain confidential information which is legally privileged. If you have received this information in error, please notify us by phone immediately.

# CITY OF JACKSON



Office of Mayor  
Jerry F. Ludwig

MICHIGAN



61 W. Michigan Avenue  
Jackson, MI 49201  
Phone: (517) 788-4028  
Fax: (517) 768-5820

## City of Jackson Board/Commission Application

Name: Paula A. Harris

Address: 817 Audubon Zip: 49203

Home Phone: 782-5869 Other Phone: Wk. 796-8523

Occupation: Prof. J.C.C.

### Community Involvement/Activity

JPS Student acts -  
Proj Grad. , etc.  
as children went through school

Jackson Child Care Center  
Bd of Dirs. 20 yrs  
Speaker's Bureau - J.C.C.

Are you a registered voter?  Ward? \_\_\_\_\_

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

- Charter Review
- \_\_\_\_\_
- \_\_\_\_\_

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

25 yr. city resident , educator  
Children grad. JPS , English teacher since 1984  
J.C.C.

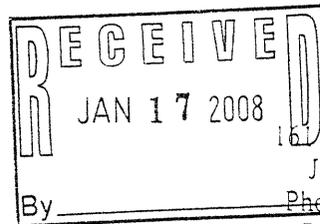
Feel free to attach any information. (Resume, press clippings)

APPLICATION WILL BE KEPT ON FILE FOR ONE YEAR

Paula A. Harris  
Signature of Applicant

1/14/08  
Date

# CITY OF JACKSON



Office of Mayor  
Jerry F. Ludwig

MICHIGAN

161 W. Michigan Avenue  
Jackson, MI 49201  
Phone: (517) 788-4028  
Fax: (517) 768-5820

## City of Jackson Board/Commission Application

Name: Richard E. Saltzger

Address: 431 Bates St. Zip: 49202

Home Phone: 787 8866 Other Phone: 474-5033

Occupation: Retired

### Community Involvement/Activity

\_\_\_\_\_

\_\_\_\_\_

Are you a registered voter? yes Ward? 3-3

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

1. Character Review Commission
2. \_\_\_\_\_
3. \_\_\_\_\_

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

Retired from the City of Jackson  
after 30 years of service

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

APPLICATION WILL BE KEPT ON FILE FOR ONE YEAR

Richard E. Saltzger  
Signature of Applicant

1-17-08  
Date

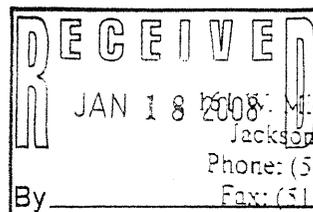
4

# CITY OF JACKSON



MICHIGAN

Office of Mayor  
Jerry F. Ludwig



JAN 18 2008  
Michigan Avenue  
Jackson MI 49201  
Phone: (517) 788-4023  
Fax: (517) 768-5820

## City of Jackson Board/Commission Application

Name: Michael Levy  
Address: 1824 Parkwood Way Zip: 49203  
Home Phone: 517-789-8385 Other Phone: wk 780-9040  
Occupation: President Industrial Steel Treating Co.

### Community Involvement/Activity

Board YMCA

Are you a registered voter? Y Ward? 6

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

1. Charter Review Committee

3. \_\_\_\_\_

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

Ken Gaiser solicited my participation.

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

APPLICATION WILL BE KEPT ON FILE FOR ONE YEAR

Michael Levy  
Signature of Applicant

1-18-2008  
Date

5

# CITY OF JACKSON



Office of Mayor  
Jerry F. Ludwig

MICHIGAN

161 W. Michigan Avenue  
Jackson, MI 49201  
Phone: (517) 788-4028  
Fax: (517) 768-5820

## City of Jackson Board/Commission Application

Name: Kathy Klaus (Katherine J. Klaus)

Address: 808 Brighton Rd Zip: 49203

Home Phone: (517) 740-8263 Work Other Phone: 796-6182

Occupation: Engineering Aide, Commonwealth Associates Inc.

Community Involvement/Activity

\_\_\_\_\_  
\_\_\_\_\_

Are you a registered voter? yes Ward? 6th

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

1. Citizens Advisory Council
2. Local Officers Comp. Commission
3. Civil Service Commission
4. Charter Review

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

I love Jackson and would like to volunteer in some way. I am quite interested in the Charter review. I am open to the possibilities and look forward to discussing them.

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

APPLICATION WILL BE KEPT ON FILE FOR ONE YEAR

Kathy Klaus  
Signature of Applicant

1-18-08  
Date

**KATHERINE J. KLAUS**  
**Engineering Aide**

Ms. Klaus has a strong background in business administration, management, planning, and support. Her responsibilities have included database development and maintenance, technical support to engineering, and document management activities. In addition to typical Microsoft programs, Ms. Klaus has experience with CDEGS, ArcMap, and various other specialty software.

**Professional Background:**

2006-Present	Commonwealth Associates, Inc., Jackson, Michigan
2004-2006	University of Michigan, Ann Arbor, Michigan
2000-2005	Jackson Intermediate School District, Jackson Michigan
2004	American Benefit Concepts, Albion, Michigan
2002-2003	Sylvan Learning Center, Jackson, Michigan
2001-2002	Meijer, Inc., Jackson, Michigan
1997-2000	M-Care/University of Michigan, Jackson, Michigan
1995-1997	CB Financial Corporation, Jackson, Michigan

**Representative Project Experience:**

- Engineering Aide on assignment at Consumers Energy using the ArcMap program to identify gas pipeline casings under railroad crossings, bridges, etc., as they appear in historical documents. The project involved determining, from these documents, whether the casings were filled or unfilled and making various other judgments concerning the casings. Several Excel spreadsheets were continually updated to provide quality control/quality assurance that information was being entered into the mapping software correctly, as technical review and documentation for pipeline compliance with federal safety requirements.
- Engineering Aide responsible for performing EMF calculations using CDEGS software, producing various charts and reports. Also served as a direct line of communication to the client, providing data and graphics when requested.
- Engineering Aide assisting with transfer of utility drawings from International Transmission Company (ITC) original linen drawings, mylar drawings, and microfilm aperture cards to electronic scans. Created and maintained spreadsheets to track movement of originals and electronic files and facilitated the transfer of all files. More than 10,000 drawings were removed from ITC's office and are now stored off site or as electronic files only.
- Engineering Aide assisting with document transfer for Michigan Electric Transmission Company (METC). Created and catalogued electronic scans of original documents, drawings, and microfilm aperture cards to electronic scans. Created and maintained

**KATHERINE J. KLAUS (CONTINUED)**

spreadsheets to track movement of originals and electronic files and facilitated the transfer of all files.

- Engineering Aide involved in METC Planning Department document turnover project. Responsible for scanning, cataloging, and transferring hard-copy historic documents to electronic format. One hundred seventy-five multi-page binders containing correspondence, reports, and diagrams were scanned and transferred, creating approximately 25,000 electronic files.
- Administrative Assistant responsible for managing human resource and database records. During corporate acquisition and office relocation, successfully transferred all database and hard copy files to new management teams.
- Database Manager for 30,000-member relief fund donor file. Helped improve efficiency of Donor Perfect software along with the software developer.
- Field researcher for studies of teacher development and the teaching of reading for the University of Michigan.
- Assisted human resources manager with administering and grading pre-employment tests, pre-interviewing candidates, maintaining personnel records, resolving insurance issues, and maintaining a variety of spreadsheets, organizational charts, and all job descriptions.

**Education:**

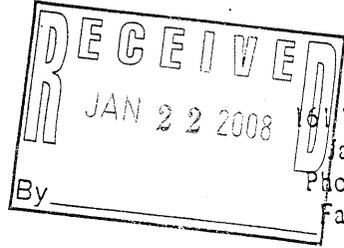
B.A., Elementary Education, Spring Arbor University  
A.A., Jackson Community College

6

# CITY OF JACKSON



MICHIGAN



161 W. Michigan Avenue  
Jackson, MI 49201  
Phone: (517) 788-4028  
Fax: (517) 768-5820

Office of Mayor  
Jerry F. Ludwig

## City of Jackson Board/Commission Application

Name: Lee Hampton

Address: 337 E. MANSION ST Zip: 49203

Home Phone: 517-990-9635 Other Phone: 517-812-2019

Occupation: College ADMINISTRATION

### Community Involvement/Activity

CHURCH OF God

INTERFAITH SHELTER

NAACP

DDA Board

Are you a registered voter? Yes Ward? 6th

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

1. CHARTER REVIEW COMMITTEE 2. \_\_\_\_\_

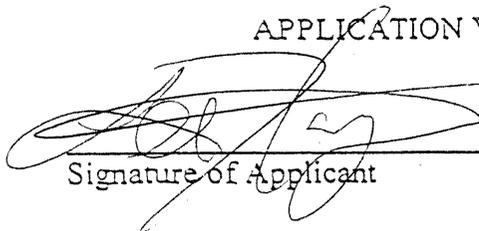
3. \_\_\_\_\_

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

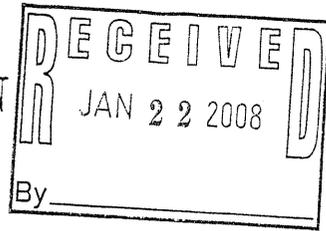
  
\_\_\_\_\_  
Signature of Applicant

1-20-08  
\_\_\_\_\_  
Date

CITY OF JACKSON



MICHIGAN



7

Office of Mayor  
Jerry F. Ludwig

161 W. Michigan Avenue  
Jackson, MI 49201  
Phone: (517) 788-4028  
Fax: (517) 768-5820

City of Jackson Board/Commission Application

Name: RENATE R Hurd  
Address: 224 Rosedale Place Zip: 49203  
Home Phone: 517 787-7934 Other Phone: 788-1488  
Occupation: IT Analyst

Community Involvement/Activity

CMS Club Member - Consumers Energy Pres of Desert Rose Neighborhood ass.  
Past Board Member of JCCF-Mich  
Grants

Are you a registered voter? YES Ward? 1<sup>st</sup> Ward

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

- 1. CHARTER REVIEW COMMITTEE
- 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

Renate Hurd  
Signature of Applicant

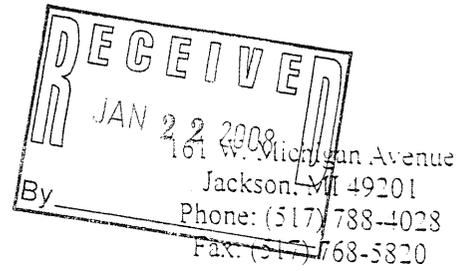
1/18/2008  
Date

# CITY OF JACKSON



MICHIGAN

Office of Mayor  
Jerry F. Ludwig



## City of Jackson Board/Commission Application

Name: Ellen White

Address: 1918 Woodsum St. Zip: 49203

Home Phone: (517) 414-8030 Other Phone: \_\_\_\_\_

Occupation: Realtor

### Community Involvement/Activity

Member of Jackson Realty Assn. President Pastor's Aide Committee  
Volunteer for New Macedonia Mission Center Project Private Reading Tutor

Are you a registered voter? Yes Ward? \_\_\_\_\_

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

- CHARTER REVIEW COMMITTEE
- \_\_\_\_\_
- \_\_\_\_\_

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

I have lived in the City of Jackson for the majority of my life. I have owned small businesses here. I like this city.

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

APPLICATION WILL BE KEPT ON FILE FOR ONE YEAR

Ellen White  
Signature of Applicant

1/18/08  
Date

**ELLEN WHITE**  
1918 Woodsum Street  
Jackson, MI. 49203  
(517) 414-8030

## **PROFILE**

I am a highly motivated individual with strong management and organizational skills. I am very professional and result oriented whether working under time constraints or stressful circumstances. I am also exceptional at being resourceful and capable of working with a diverse group of people, as well as being effective and able to efficiently handle multi-task complex assignments.

## **EDUCATION**

Bachelor of Arts – Business Management & Organizational Development  
Spring Arbor College  
Spring Arbor, MI.

Jackson Community College/Microcomputer Specialist  
Jackson, MI.

## **COMPUTER SKILLS**

Software: Word Perfect, Microsoft Word, Microsoft Offices 2000  
Graphics: PowerPoint, Adobe Page Maker 6.5  
Database: Microsoft Access  
Spreadsheets: Lotus 1-2-3, Microsoft Excel  
Calendaring: Microsoft Outlook

## **PROFESSIONAL & BUSINESS SKILLS**

- Strong Organizational and Management Skills
- Excellent Decision Making & Problem Solving Skills
- Supervisory & Directional Skills
- Proven Ability to Prioritize & Complete Complex Multi-Assignments
- Effectively Meet Deadlines & Work Well Under Time Constraints

## **WORK EXPERIENCE**

**Prudential Premier Properties – Realtor**  
August 2002 to Present

My responsibility as a Realtor is to list and sell residential and commercial properties. I provide market analysis for pricing property for market condition. I often work with lending institutions to assist clients in obtaining financing. I have also held first time homebuyers Informational Seminars. Additional services I provide to sellers also include providing house ready assistance and helping them to prepare their home for showings.

**Terre Clinical Research/Pfizer – Records & Information Assistant**  
March 2001 to July 2002

My responsibilities consisted of supervising administrative assistants, who were contingent staff. I trained the administrative staff while maintaining an updated training file on all departmental staff. I was responsible for maintaining the Standard Operating Procedures file structure. I kept the payroll time sheets as well as the time and attendance records in Microsoft Excel.

**Terre Clinical Research/Pfizer – Executive Assistant**

**December 1999 to March 2001**

I supported the Technical Operations Executive Committee and was primarily responsible for keeping the Director's calendar. I also did compilation of the headcount and resources. Keeping and maintaining updated job descriptions was also a large part of my duties.

I later supported the Director of Records Management and kept his calendar in Microsoft Outlook. I was responsible for scheduling one-on-one meetings and off-site meetings for team building. I coordinated travel arrangements for air and ground transportation. As Supervisor of the administrative support staff I was also a member of the Management Team. I oversaw the daily operations of the department and was responsible for collecting metrics from the groups in the department and keeping them in a spreadsheet for project accounting. I created PowerPoint slide presentations and placed purchase orders in Ariba.

**Longford Health Services – Administrative Assistant Data Support**

**March 1999 to January 2000**

I supported the Director of the in house Substance Abuse program within the Cooper Street Correctional Facility. I handled all correspondence and informational inquiries concerning the program. Maintaining a database as a tracking system for inmate movement for the inmates enrolled in the substance abuse program. I maintained all medical records of the inmates involved in the substance abuse program. I was instrumental in changing the tracking system of inmate movement from paper to an electronic system.

**El's Specialty Shop**

**November 1993 to January 1999**

I owned and operated a Specialty Shop in downtown Jackson. It was a shop for Home Décor. I ordered all merchandise wholesale for retail. I ticketed and inventoried all merchandise and reduced seasonal merchandise. I had two employees who maintained the store. I traveled to Merchandise Marts and auctions purchasing unique decorative items.

**State of Michigan Department of Corrections – Resident Unit Officer**

**October 1988 to October 1993**

I was responsible for overseeing the day to day activities of the inmates within their living quarters. I supervised the inmate's jobs which they performed on their work details. I kept a running log book of all events that took place within the unit in thirty minute increments.

**Jackson County Sheriff's Department – Emergency Dispatcher**

**August 1985 to October 1988**

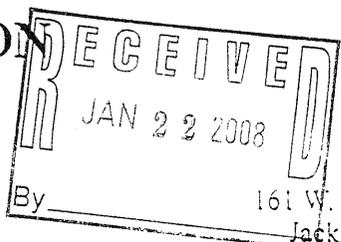
I dispatched all emergency response vehicles, which included the State, County and City Police departments. I also dispatched the fire department, rescue squad and the ambulance service. Always answering crucial and at times life threatening calls to the 911 Emergency Dispatch Center for Jackson County.

9

# CITY OF JACKSON



## MICHIGAN



161 W. Michigan Avenue  
Jackson, MI 49201  
Phone: (517) 788-4028  
Fax: (517) 768-5820

Office of Mayor  
Jerry F. Ludwig

### City of Jackson Board/Commission Application

Name: Anthony Horne  
Address: 1215 Linwood Ave. Zip: 49203  
Home Phone: 768-1039 Other Phone: 788-5834 (w)  
Occupation: Project Manager

#### Community Involvement/Activity

Department Chair United Way NAACP Member  
Fundraising Committee - Consumers Energy

Are you a registered voter? Yes Ward? I

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

- 1. CHARTER REVIEW COMMITTEE 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

Anthony Horne  
Signature of Applicant

1/21/08  
Date



10

# CITY OF JACKSON



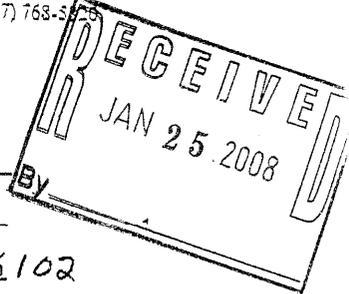
Office of Mayor  
Jerry F. Ludwig

MICHIGAN

161 W. Michigan Avenue  
Jackson, MI 49201  
Phone: (517) 788-1023  
Fax: (517) 768-3125

## City of Jackson Board/Commission Application

Name: Warren D Renando  
Address: 733 Oakridge Dr. Zip: 49203  
Home Phone: 517-784-5365 Other Phone: 517-605-6102  
Occupation: Retired



### Community Involvement/Activity

Planning Comm. 8 yrs. Bd. of GREAT  
Bd. of Chamber of Commerce Grand River Watershed Council

Are you a registered voter? Yes Ward? \_\_\_\_\_

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

- Charter Comm.
- Planning Comm.
- \_\_\_\_\_

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

I have 30 years of experience in local government and have served on numerous boards and commissions.

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

APPLICATION WILL BE KEPT ON FILE FOR ONE YEAR

Warren D Renando  
Signature of Applicant

Jan. 25, 2008  
Date

11

# CITY OF JACKSON



## MICHIGAN

Office of Mayor  
Jerry F. Ludwig

161 W. Michigan Avenue  
Jackson, MI 49201  
Phone: (517) 788-4028  
Fax: (517) 768-3820

### City of Jackson Board/Commission Application

Name: Ken Wyatt

Address: 1025 S. Grinnell St. Zip: 49203

Home Phone: 788-6274 Other Phone: \_\_\_\_\_

Occupation: Retired journalist (Citizen Patriot)

#### Community Involvement/Activity

Bethel Baptist Church - elder, musician, etc.

Vista Grand Villa, organist for vesper service

Are you a registered voter? Yes Ward? 6th

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

1. Charter Review - Committee 2. \_\_\_\_\_

3. \_\_\_\_\_

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

My wife & I will be traveling mid June - mid August.

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

APPLICATION WILL BE KEPT ON FILE FOR ONE YEAR

Ken Wyatt  
Signature of Applicant

1-29-08  
Date



12



### City of Jackson Board/Commission Application

Name: Michael J. Swope

Business Address: 2203 Clark Drive, Suite 9, Jackson, MI Zip: 49202-1657

Home Phone: 734-678-5165 Other Phone: 734-462-4580 x8393

Occupation: Adjunct Professor of History and Government

Community Involvement/Activity  
Under the Oaks Committee (GOP)

Selective Service Board Member

Are you a registered voter? Yes Ward? Rives Twp, Pct. 2

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

1. Jackson City Charter Committee
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

Signature of Applicant

27 Jan 2008  
Date

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

## Michael J. Swope

2203 Clark Dr., Suite 9

Jackson, MI 49202-1657

☎ 734-678-5165 mobile

☎ 734-462-4580 x8393 office

e✉ profmikeswope@comcast.net

January 27, 2008

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

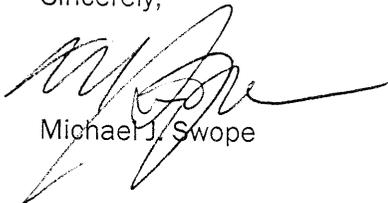
Dear Mayor Ludwig:

I am sending this letter to you in order to volunteer for service on the Jackson City Charter Committee that is required to review the 1997 Charter. I believe my education and experience can be beneficial to the City.

I am an adjunct professor of history and government for two colleges in the metro Detroit area, so I have a great deal of experience in legal research, as well as studying the practical application of public policy. I have professional experience as an editor, which should assist in clarifying language for any proposals or revisions the committee may propose. I also have business management experience that will help me gauge the effect of any changes the committee may present to the voters. While I am not a resident of the City, I have lived in the Jackson area most of my life and I am well aware that the city's success or failures are shared by Jackson County as a whole.

I will be happy to meet with you and the City Council to address any questions you may have, or to provide any additional information you may require.

Sincerely,



Michael J. Swope

# Michael J. Swope

2203 Clark Dr. #9

Jackson, MI 49202-1657

☎ 734-678-5165 mobile

☎ 734-462-4580 ext 8393 office

e✉ profmikeswope@comcast.net



## VITA

### Business Management & Marketing

*Joyce Julius & Associates/Sponsors Report*, Ann Arbor MI. 9/1998-1/2002. Editor (account management, research & write publications for marketing firm, edit other issues & special releases, write press releases, desktop publishing, advise clients on marketing strategies, train personnel)

- ❖ Expanded range of advertising data tracking to allow for increased detail and analysis of exposure efficacy
- ❖ Increased personal contact at client events, allowing for face-to-face contact to address client questions and/or concerns, as well as assisting client relations with sponsors
- ❖ Created publication templates that were more effective and efficient than previous editions
- ❖ Increased service and client retention, which led to increased revenues at J2 and consulting contracts after leaving J2
- ❖ Created first standardized training program for editorial staff in company history
- ❖ Created proofing template to reduce time calculation errors

*Rooney Family LLC (dba Little Professor Book Co.)*, Ann Arbor MI & *Little Professor Book Ctr.*, Jackson MI. 4/1994-9/1998. No official title, duties of general manager. Synopsis of duties: Supervise floor sales; purchase & order books, AV, and other products; direct marketing & communications efforts; create & edit advertising & signage; book authors, direct promotional events, and other marketing/promotional duties; liaison to publishers & distributors; train & direct personnel; LAN administrator & buyer

- ❖ Gross revenue increase of 79% in 3+ years
- ❖ Increased in-store promotions and secured higher-profile authors/events for book signings, drawing media and customer attention
- ❖ Began internal and external marketing strategies to distinguish LPBC from higher-profile book superstores
- ❖ Total revision of inventory and purchasing procedures to ensure customer curiosity and interest, along with substantial reduction of inventory error
- ❖ Developed more effective training procedures to ensure increased sales and customer retention
- ❖ Began training & changes of computer equipment to ensure increased customer data and ability to manage advertising & other communications

### Media & Public Relations Consulting

News analysis for radio and television stations (1986-present)

- ❖ ACVN-TV (Syndicated): Co-Host and Panelist (April, 2007-present)
- ❖ WMMQ-FM: Historical Analyst (July, 2001-August, 2005)
- ❖ WKHM-AM: Political analyst & Special correspondent for Gulf War coverage (November, 1989-March, 1991)
- ❖ WJCO-AM: Political analyst (February, 1986-November, 1989)

Public relations & marketing consulting (1984-present)

### Faculty Experience

*Wayne County Community College*, Detroit MI. 8/1996-present. Adjunct Professor of Social Science.

- ❖ Distance Education faculty member (2003-present)
- ❖ Member, American Federation of Teachers Local 2000 Board of Appeals (2005-2007)
- ❖ First WCCC professor to run hybrid courses (1998)
- ❖ Member, Social Science Department text selection committees
- ❖ Blackboard 6.x & 7.x faculty mentor

*Schoolcraft College*, Livonia MI. 8/1998-present. Adjunct Instructor of History & Business

- ❖ Lead faculty member for US Business (2000-present) and Michigan History (2002-present) courses
- ❖ Among the first Schoolcraft faculty with online support sites for courses
- ❖ Member, Information Services Network Liaison committee (2005-present)
- ❖ Member, Academic Probation & Dismissals Committee (2002-present)
- ❖ Alternate, MEA Representative Assembly (2006-present)
- ❖ Member, Faculty Forum Senate executive committee (2005-present)
- ❖ Faculty Senator (2004-present, representing adjunct faculty & History)
- ❖ Member, HLC-PEAQ task force (2007-present)
- ❖ Distance Education faculty member (2007-present)
- ❖ Distance Education faculty mentor (2007-present)
- ❖ Online Instruction Committee member (January, 2008-2010)

*Henry Ford Community College*, Dearborn MI. 1/2003-12/2005. Adjunct Professor of History

- ❖ First HFCC History faculty member with online support sites for classes
- ❖ Developed distance education program for History department
- ❖ Member, Early American History assessment committee
- ❖ Member, Modern American History assessment committee
- ❖ Member, World History assessment committee

*Oakland Community College*, Farmington Hills MI. 8/2002-7/2003. Adjunct Professor of History

*Lansing (MI) Community College*. Winter Semester 1999. Adjunct Instructor of History

*Baker College*, Auburn Hills MI. 9/1995-12/1996. Adjunct Instructor of Government, History, and Business.

Michael J. Swope

*Jackson Community College*, Jackson MI. 8/1989-12/1993. Adjunct Instructor of Political Science and History.

### College Education

#### *Degree Programs*

*University of Notre Dame*, South Bend IN. MA (Comparative History), 1992

*Michigan State University*, E. Lansing MI. BA dual major (English/Humanities + Anthropology, with Communications minor), 1989

*Jackson (MI) Community College*. Associate in General Studies (Political Science and Communications concentration), 1982.

#### *Certification*

Michigan Virtual University, Lansing MI. Certification for distance learning instruction, 2004. Certification in Blackboard, 2004.

### Experience In The Following Course Management Systems

- ❖ Blackboard, versions 5 and newer
- ❖ Ucompass, versions 3 and newer
- ❖ Pageout
- ❖ WebCT

### Public Service

#### *Federal*

*U.S. Selective Service System*. Board Member, State of Michigan. 10/2004-present

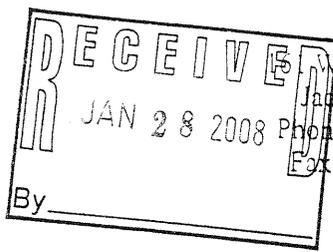
#### *State of Michigan*

*Michigan Department of State, Office of the Great Seal of the State of Michigan*. Notary Public, commissioned for statewide service, current term ends 2010.

*Michigan Department of Transportation*. Intermodal Surface Transportation Efficiency Act task force member, 1991-94.

13 Alt.

# CITY OF JACKSON



Office of Mayor  
Jerry F. Ludwig

MICHIGAN

Michigan Avenue  
Jackson, MI 49201  
Phone: (517) 788-4028  
Fax: (517) 768-5820

## City of Jackson Board/Commission Application

Name: JOHN M. VANDERPOOL

Address: 214 4TH ST Zip: 49201

Home Phone: 783.1850 Other Phone: Call 914.6173

Occupation: ENGINEER

### Community Involvement/Activity

\_\_\_\_\_  
\_\_\_\_\_

Are you a registered voter? yes Ward? 4

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

1. Charter Review Committee
2. \_\_\_\_\_
3. \_\_\_\_\_

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

Life long resident of Jackson (except 75-83).  
graduate of JHS, JCC, Univ. of Michigan  
Elder - First Presbyterian Church, Trustee - Grotto Club

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

APPLICATION WILL BE KEPT ON FILE FOR ONE YEAR

[Signature]  
Signature of Applicant

Jan 26, 2008  
Date



## Community Development

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

March 3, 2008

**TO:** William R. Ross, City Manager

**FROM:** Deborah S. Stuart, Acting Community Development Director

**RE:** **Public Hearing and Consideration of the Adoption of Resolution Approving the Amended Brownfield Plan for 900 Cooper Street (Great Lakes Home Health & Hospice), as recommended by the Jackson Brownfield Redevelopment Authority**

---

The March 11, 2008, City Council meeting has been established as a public hearing to consider adoption of the Amended Brownfield Plan for the property located at 900 Cooper Street (Great Lakes Home Health & Hospice) to increase capture and include additional property on Amory Court. The Plan will include all of tax identification numbers 8-2492.02 and 8-2492.09, plus part of 8-2492.04.

Upon the recommendation of the Jackson Brownfield Redevelopment Authority (JBRA), the City Council approved a Brownfield Redevelopment Plan for the above-referenced address on November 9, 2004, and approved an Amended Plan on October 18, 2005. The original Brownfield Plan was prepared in order to allow Great Lakes Home Health & Hospice to pursue a Single Business Tax Credit for eligible investments they intended to make during development. After adoption of the original Brownfield Plan, the City placed a requirement on the project for an on-site storm water retention system. The system that was installed consisted of oversized piping located under the asphalt parking lot. The displacement of a significant amount of soil resulted from the construction of this retention system, generating 10,000 to 12,000 cubic yards of excess contaminated soil. The approved Amended Plan utilized local tax increment financing capture for reimbursement of the contaminated soil that was created due to the water retention system, and allowed for the JBRA to capture funds for the Local Site Remediation Revolving Fund and their expenses on the project.

As noted in the previous memo establishing the Public Hearing, after the City Council approved the Amended Plan, it became clear that the cost to remove the soil exceeded what was initially projected. When the 2005 Amended Plan was estimated, the developer was led to believe the soil disposal would be at no cost, which is no longer the case. The Proposed Amended Plan was prepared once costs were estimated and is attached again for your reference. The developer has indicated a desire to move the soil by the end of March, if the Proposed Amended Plan is adopted by City Council. The Proposed Amended Plan includes:

1. Additional soil characterization activities to be completed.
2. Increased captured tax increment by including the tax increment created by the planned expansion of Great Lakes Home Health & Hospice's existing building (a \$2.2 - \$2.4 million investment).
3. Increased captured tax increment by including the tax increment created by construction of a parking lot on the adjoining 1.6 acre parcel being acquired by Great Lakes Home Health & Hospice.
4. A more accurate reflection of the time at which certain costs were/will be incurred and their affect on the payment of interest.

5. Increased amount of JBRA cost eligible for repayment. We expect some work will be required above the normal effort when it is time to review a reimbursement package.

PA 381 of 1996 allows for the capture of incremental taxes to pay for eligible activities conducted after approval of the Brownfield Plan. Because the property is located within a Renaissance Zone, the repayment through the incremental taxes will be delayed until the zone designation expires.

The JBRA, at their February 20, 2008 meeting, unanimously approved the Amended Brownfield Plan for the developer to utilize tax increment financing to reimburse them for eligible cleanup and related costs. All requisite public notices and notification to taxing jurisdictions have been performed in accordance with PA 381.

Requested action of the City Council is to conduct the public hearing and consider adoption of the attached Resolution approving the Amended Brownfield Plan for 900 Cooper Street (Great Lakes Home Health & Hospice). Please place this item on the March 11, 2008 agenda for City Council consideration.

CLK/dss

cc: William Deary, President, Great Lakes Home Health & Hospice  
Carol Konieczki, Community Development Director  
David Stegink, Envirologic Technologies, Inc.

## CITY OF JACKSON, MICHIGAN

### RESOLUTION APPROVING AN AMENDED BROWNFIELD PLAN FOR THE CITY OF JACKSON PURSUANT TO AND IN ACCORDANCE WITH THE PROVISIONS OF ACT 381 OF THE PUBLIC ACTS OF THE STATE OF MICHIGAN OF 1996, AS AMENDED

WHEREAS, the Brownfield Redevelopment Authority of the City of Jackson (the "Authority"); pursuant to and in accordance with the provisions of the Brownfield Redevelopment Financing Act, being Act 381 of the Public Acts of the State of Michigan of 1996, as amended (the "Act"), has reviewed, adopted and recommended for approval by the Jackson City Council, an amended Brownfield plan (the "Plan"), as described on Exhibit "A", attached hereto and incorporated by reference, for property located at 900 Cooper Street (tax identification number 9-2492.02) and 110 Armory Court (all of tax identification number 8-2492.09 and part of tax identification number 8-2492.04)(collectively the "Site"), as more particularly described on Exhibit "B", attached hereto and incorporated by reference; and

WHEREAS, the Jackson City Council has, at least ten (10) days before the meeting of the Council at which this resolution has been considered, provided notice to and fully informed the taxing jurisdictions that levy taxes subject to capture within the site (the "Taxing Jurisdictions") about the fiscal and economic implications of the Plan, and the Council has previously provided to the Taxing Jurisdictions a reasonable opportunity to express their views and recommendations regarding the Plan and in accordance with Sections 13(13) of the Act; and

WHEREAS, the Jackson City Council has made the following determinations and findings:

- A. The Plan constitutes a public purpose under the Act;
- B. The Plan meets all of the requirements for a Brownfield plan set forth in Section 13 of the Act;
- C. The proposed method of financing the costs of the eligible activities, as described in the Plan, is feasible and will not require the Authority to arrange the financing;
- D. The costs of the eligible activities proposed in the Plan are reasonable and necessary to carry out the purposes of the Act;
- E. The amount of captured taxable value estimated to result from adoption of the plan is reasonable.

WHEREAS, as a result of its review of the amended Plan, and upon consideration of the views and recommendations of the Taxing Jurisdictions, the Jackson City Council desires to proceed with approval of the Plan.

NOW, THEREFORE, BE IT RESOLVED THAT:

1. **Plan Approved.** Pursuant to the authority vested in the Jackson City Council, by the Act, and pursuant to and in accordance with the provisions of Section 14 of the Act, the Plan is hereby approved in the form attached as Exhibit "A" to this Resolution.
2. **Severability.** Should any section, clause or phrase of this Resolution be declared by the courts to be invalid, the same shall not affect the validity of this Resolution as a whole nor any part thereof other than the part so declared to be invalid.
3. **Repeals.** All resolutions or parts of resolutions in conflict with any of the provisions of this Resolution are hereby repealed.

AYES:  
NAYES:  
ABSTAINED:  
RESOLUTION DECLARED ADOPTED.

State Of Michigan        )  
County Of Jackson       )ss  
City Of Jackson         )

I, Lynn Fessel, City Clerk in and for the City of Jackson, County and State aforesaid, do hereby certify that the foregoing is a true and complete copy of a resolution adopted by the Jackson City Council on the 11<sup>th</sup> day of March, 2008.

IN WITNESS WHEREOF, I have hereto affixed my signature and the Seal of the City of Jackson, Michigan, on this 12<sup>th</sup> day of March, 2008.

\_\_\_\_\_  
City Clerk

# **EXHIBIT A**

**Brownfield Plan – 900 Cooper Street**

**Great Lakes Home, Health & Hospice**

## EXHIBIT B

The site is legally described as:

A parcel of land in the NE 1/4 of section 34, T2S, R1W, City of Jackson, Jackson County, Michigan and more particularly described as commencing at the northeast corner of said section 34; thence  $S00^{\circ}09'38''W$  1141.27 feet, on the east line of said section 34; thence  $N89^{\circ}50'22''W$  33.00 feet, to the intersection of the south line of North Street and the west line of Cooper Street and the point of beginning of this description; thence  $N89^{\circ}36'04''W$  129.71 feet, on the south line of North Street; thence  $S00^{\circ}10'48''W$  660.53 feet; thence  $N89^{\circ}55'37''W$  105.84 feet; thence  $S01^{\circ}54'51''W$  259.81 feet, to the north line of Armory Court, thence  $N89^{\circ}48'35''E$  93.72 feet, on the north line of Armory Court; thence  $N73^{\circ}08'23''E$  156.87 feet, to the west line of Cooper Street; thence  $N00^{\circ}09'38''E$  873.35 feet, to the point of beginning, containing 3.316 acres, and

A parcel of land in the NE 1/4 of section 34, T2S, R1W, City of Jackson, Jackson County, Michigan and more particularly described as commencing at the northeast corner of said section 34; thence  $S00^{\circ}09'38''W$  1141.27 feet (rec 1141.27), on the east line of said section 34; thence  $N89^{\circ}50'22''W$  33.00 feet, to the intersection of the south line of North Street and the west line of Cooper Street; thence  $N89^{\circ}36'04''W$  129.71 feet, on the south line of North Street; thence  $S00^{\circ}10'48''W$  660.53 feet; thence  $N89^{\circ}55'37''W$  105.84 feet to the point of beginning of this description; thence  $S01^{\circ}54'51''W$  259.81 feet; thence  $S89^{\circ}48'35''W$  272.44 feet; thence  $N00^{\circ}11'25''E$  210.22 feet; thence 78.25 feet, along a non-tangent curve to the left with a central angle of  $68^{\circ}00'25''$ , a radius of 65.92 feet, and a long chord bearing and distance of  $N46^{\circ}37'53''E$  73.74 feet; thence  $S89^{\circ}55'37''E$  226.81 feet back to the point of beginning, containing 1.61 acres.

**ENVIROLOGIC  
TECHNOLOGIES, INC.**

**CITY OF JACKSON, MICHIGAN  
BROWNFIELD REDEVELOPMENT AUTHORITY**

**AMENDED BROWNFIELD PLAN**

**DEM INVESTMENTS, LLC  
900 COOPER STREET  
AND ADJOINING PARCEL  
JACKSON, MICHIGAN**

**AUGUST 26, 2005  
AMENDED FEBRUARY 2008**

**Prepared for:**

**Mr. William Deary  
DEM Investments, LLC  
Great Lakes Home Health Services, Inc.  
900 Cooper Street  
Jackson, Michigan 49201**

**Prepared with the assistance of:**

**ENVIROLOGIC TECHNOLOGIES, INC.  
2960 Interstate Parkway  
Kalamazoo, Michigan 49048  
(269) 342-1100**

Recommended for Approval by the Brownfield Redevelopment Authority on:

Approved by the Jackson City Council on:

# ENVIROLOGIC TECHNOLOGIES, INC.

## Table of Contents

<b>I. GENERAL DEFINITIONS AS USED IN THIS PLAN .....</b>	<b>1</b>
<b>II. ELIGIBLE PROPERTIES WITHIN THE BROWNFIELD ZONE.....</b>	<b>9</b>
INTRODUCTION .....	9
BASIS OF ELIGIBILITY .....	11
THE PLAN .....	11

## List of Tables

TABLE 1: SUMMARY OF ELIGIBLE COSTS
TABLE 2: ESTIMATE OF TOTAL CAPTURED NON-SCHOOL INCREMENTAL TAXES
TABLE 3: ESTIMATE OF ANNUAL CAPTURED NON-SCHOOL TAXES FOR EACH AFFECTED TAXING JURISDICTION
TABLE 4: CAPTURED TAXABLE VALUE AND TAX INCREMENT REVENUE BY YEAR AND AGGREGATE FOR EACH TAXING JURISDICTION
TABLE 5: REIMBURSEMENT SCHEDULE

## Attachments

ATTACHMENT A: FIGURES
<i>Location Map: USGS Topographic Map</i>
<i>Site Plan</i>
<i>Certificate of Survey</i>
ATTACHMENT B: NOTICE OF PUBLIC HEARING
ATTACHMENT C: NOTICE TO TAXING JURISDICTIONS
ATTACHMENT D: RESOLUTION APPROVING A BROWNFIELD PLAN

**ENVIRONMENTAL  
TECHNOLOGIES, INC.**

**AMENDED BROWNFIELD PLAN  
DEM INVESTMENTS, LLC  
900 COOPER STREET  
AND ADJOINING PARCEL  
JACKSON, MICHIGAN**

**I. GENERAL DEFINITIONS AS USED IN THIS PLAN**

1996 PA 381 Sec. 2

(a) "Additional response activities" means response activities identified as part of a Brownfield plan that are in addition to baseline environmental assessment activities and due care activities for an eligible property.

(b) "Authority" means a Brownfield redevelopment authority created under this act.

(c) "Baseline environmental assessment" means that term as defined in section 20101 of the natural resources and environmental protection act, 1994 PA 451, MCL 324.20101.

(d) "Baseline environmental assessment activities" means those response activities identified as part of a Brownfield plan that are necessary to complete a baseline environmental assessment for an eligible property in the Brownfield plan.

(e) "Blighted" means property that meets any of the following criteria as determined by the governing body:

(i) Has been declared a public nuisance in accordance with a local housing, building, plumbing, fire or other related code or ordinance.

(ii) Is an attractive nuisance to children because of physical condition, use or occupancy.

(iii) Is a fire hazard or is otherwise dangerous to the safety of persons or property.

(iv) Has had the utilities, plumbing, heating or sewerage permanently disconnected, destroyed, removed or rendered ineffective so that the property is unfit for its intended use.

(v) Is tax reverted property owned by a qualified local governmental unit, by a county or by this state. The sale, lease or transfer of tax reverted property by a qualified local governmental unit, county or this state after the property's inclusion in a Brownfield plan shall not result in the loss to the property of the status as blighted property for purposes of this act.

# ENVIROLOGIC TECHNOLOGIES, INC.

(vi) Is property owned or under the control of a land bank fast track authority under the land bank fast track act, whether or not located within a qualified local governmental unit. Property included within a Brownfield plan prior to the date it meets the requirements of this subdivision to be eligible property shall be considered to become eligible property as of the date the property is determined to have been or becomes qualified as, or is combined with, other eligible property. The sale, lease or transfer of the property by a land bank fast track authority after the property's inclusion in a Brownfield plan shall not result in the loss to the property of the status as blighted property for purposes of this act.

(vii) Has substantial subsurface demolition debris buried on site so that the property is unfit for its intended use.

(f) "Board" means the governing body of an authority.

(g) "Brownfield plan" means a plan that meets the requirements of section 13 and is adopted under section 14.

(h) "Captured taxable value" means the amount in one year by which the current taxable value of an eligible property subject to a Brownfield plan, including the taxable value or assessed value, as appropriate, of the property for which specific taxes are paid in lieu of property taxes, exceeds the initial taxable value of that eligible property. The state tax commission shall prescribe the method for calculating captured taxable value.

(i) "Chief executive officer" means the mayor of a city, the village manager of a village, the township supervisor of a township, or the county executive of a county or, if the county does not have an elected county executive, the chairperson of the county board of commissioners.

(j) "Department" means the department of environmental quality.

(k) "Due care activities" means those response activities identified as part of a Brownfield plan that are necessary to allow the owner or operator of an eligible property in the plan to comply with the requirements of section 20107a of the natural resources and environmental protection act, 1994 PA 451, MCL 324.20107a.

(l) "Economic opportunity zone" means one or more parcels of property that meet all of the following:

(i) That together are 40 or more acres in size.

(ii) That contain a manufacturing facility that consists of 500,000 or more square feet.

(iii) That are located in a municipality that has a population of 30,000 or less and that is contiguous to a qualified local governmental unit.

**ENVIRONMENTAL  
TECHNOLOGIES, INC.**

(m) "Eligible activities" or "eligible activity" means one or more of the following:

(i) Baseline environmental assessment activities.

(ii) Due care activities.

(iii) Additional response activities.

(iv) For eligible activities on eligible property that was used or is currently used for commercial, industrial or residential purposes that is in a qualified local governmental unit, that is owned or under the control of a land bank fast track authority, or that is located in an economic opportunity zone, and is a facility, functionally obsolete, or blighted, and except for purposes of former section 38d of the single business tax act, 1975 PA 228, the following additional activities:

(A) Infrastructure improvements that directly benefit eligible property.

(B) Demolition of structures that is not response activity under section 20101 of the natural resources and environmental protection act, 1994 PA 451, MCL 324.20101.

(C) Lead or asbestos abatement.

(D) Site preparation that is not response activity under section 20101 of the natural resources and environmental protection act, 1994 PA 451, MCL 324.20101.

(E) Assistance to a land bank fast track authority in clearing or quieting title to, or selling or otherwise conveying, property owned or under the control of a land bank fast track authority or the acquisition of property by the land bank fast track authority if the acquisition of the property is for economic development purposes.

(v) Relocation of public buildings or operations for economic development purposes.

(vi) For eligible activities on eligible property that is a qualified facility that is not located in a qualified local governmental unit and that is a facility, functionally obsolete, or blighted, the following additional activities:

(A) Infrastructure improvements that directly benefit eligible property.

(B) Demolition of structures that is not response activity under section 20101 of the natural resources and environmental protection act, 1994 PA 451, MCL 324.20101.

**ENVIROLOGIC  
TECHNOLOGIES, INC.**

(C) Lead or asbestos abatement.

(D) Site preparation that is not response activity under section 20101 of the natural resources and environmental protection act, 1994 PA 451, MCL 324.20101.

(vii) For eligible activities on eligible property that is not located in a qualified local governmental unit and that is a facility, functionally obsolete, or blighted, the following additional activities:

(A) Demolition of structures that is not response activity under section 20101 of the natural resources and environmental protection act, 1994 PA 451, MCL 324.20101.

(B) Lead or asbestos abatement.

(viii) Reasonable costs of developing and preparing Brownfield plans and work plans.

(ix) For property that is not located in a qualified local governmental unit and that is a facility, functionally obsolete, or blighted, that is a former mill that has not been used for industrial purposes for the immediately preceding two years, that is located along a river that is a federal superfund site listed under the comprehensive environmental response, compensation, and liability act of 1980, 42 USC 9601 to 9675, and that is located in a city with a population of less than 10,000 persons, the following additional activities:

(A) Infrastructure improvements that directly benefit the property.

(B) Demolition of structures that is not response activity under section 20101 of the natural resources and environmental protection act, 1994 PA 451, MCL 324.20101.

(C) Lead or asbestos abatement.

(D) Site preparation that is not response activity under section 20101 of the natural resources and environmental protection act, 1994 PA 451, MCL 324.20101.

(x) For eligible activities on eligible property that is located north of the 45th parallel, that is a facility, functionally obsolete, or blighted, and the owner or operator of which makes new capital investment of \$250,000,000.00 or more in this state, the following additional activities:

# ENVIRONMENTAL TECHNOLOGIES, INC.

(A) Demolition of structures that is not response activity under section 20101 of the natural resources and environmental protection act, 1994 PA 451, MCL 324.20101.

(B) Lead or asbestos abatement.

(xi) Reasonable costs of environmental insurance.

(n) Except as otherwise provided in this subdivision, "eligible property" means property for which eligible activities are identified under a Brownfield plan that was used or is currently used for commercial, industrial, public or residential purposes, including personal property located on the property, to the extent included in the Brownfield plan, and that is one or more of the following:

(i) Is in a qualified local governmental unit and is a facility, functionally obsolete, or blighted and includes parcels that are adjacent or contiguous to that property if the development of the adjacent and contiguous parcels is estimated to increase the captured taxable value of that property.

(ii) Is not in a qualified local governmental unit and is a facility, and includes parcels that are adjacent or contiguous to that property if the development of the adjacent and contiguous parcels is estimated to increase the captured taxable value of that property.

(iii) Is tax reverted property owned or under the control of a land bank fast track authority.

(iv) Is not in a qualified local governmental unit, is a qualified facility, and is a facility, functionally obsolete, or blighted, if the eligible activities on the property are limited to the eligible activities identified in subdivision (m)(vi).

(v) Is not in a qualified local governmental unit and is a facility, functionally obsolete, or blighted, if the eligible activities on the property are limited to the eligible activities identified in subdivision (m)(vii).

(vi) Is not in a qualified local governmental unit and is a facility, functionally obsolete, or blighted, if the eligible activities on the property are limited to the eligible activities identified in subdivision (m)(ix).

(vii) Is located north of the 45th parallel, is a facility, functionally obsolete, or blighted, and the owner or operator makes new capital investment of \$250,000,000.00 or more in this state. Eligible property does not include qualified agricultural property exempt under section 7ee of the general property tax act, 1893 PA 206, MCL 211.7ee, from the tax levied by a local school district for school operating purposes to the extent provided under section 1211 of the revised school code, 1976 PA 451, MCL 380.1211.

# ENVIRONMENTAL TECHNOLOGIES, INC.

(o) "Environmental insurance" means liability insurance for environmental contamination and cleanup that is not otherwise required by state or federal law.

(p) "Facility" means that term as defined in section 20101 of the natural resources and environmental protection act, 1994 PA 451, MCL 324.20101.

(q) "Fiscal year" means the fiscal year of the authority.

(r) "Functionally obsolete" means that the property is unable to be used to adequately perform the function for which it was intended due to a substantial loss in value resulting from factors such as overcapacity, changes in technology, deficiencies or superadequacies in design, or other similar factors that affect the property itself or the property's relationship with other surrounding property.

(s) "Governing body" means the elected body having legislative powers of a municipality creating an authority under this act.

(t) "Infrastructure improvements" means a street, road, sidewalk, parking facility, pedestrian mall, alley, bridge, sewer, sewage treatment plant, property designed to reduce, eliminate, or prevent the spread of identified soil or groundwater contamination, drainage system, waterway, waterline, water storage facility, rail line, utility line or pipeline, or other similar or related structure or improvement, together with necessary easements for the structure or improvement, owned or used by a public agency or functionally connected to similar or supporting property owned or used by a public agency, or designed and dedicated to use by, for the benefit of, or for the protection of the health, welfare, or safety of the public generally, whether or not used by a single business entity, provided that any road, street, or bridge shall be continuously open to public access and that other property shall be located in public easements or rights-of-way and sized to accommodate reasonably foreseeable development of eligible property in adjoining areas.

(u) "Initial taxable value" means the taxable value of an eligible property identified in and subject to a Brownfield plan at the time the resolution adding that eligible property in the Brownfield plan is adopted, as shown either by the most recent assessment roll for which equalization has been completed at the time the resolution is adopted or, if provided by the Brownfield plan, by the next assessment roll for which equalization will be completed following the date the resolution adding that eligible property in the Brownfield plan is adopted. Property exempt from taxation at the time the initial taxable value is determined shall be included with the initial taxable value of zero. Property for which a specific tax is paid in lieu of property tax shall not be considered exempt from taxation. The state tax commission shall prescribe the method for calculating the initial taxable value of property for which a specific tax was paid in lieu of property tax.

(v) "Land bank fast track authority" means an authority created under the land bank fast track act, 2003 PA 258, MCL 124.751 to 124.774.

**ENVIRONMENTAL  
TECHNOLOGIES, INC.**

(w) "Local taxes" means all taxes levied other than taxes levied for school operating purposes.

(x) "Municipality" means all of the following:

(i) A city.

(ii) A village.

(iii) A township in those areas of the township that are outside of a village.

(iv) A township in those areas of the township that are in a village upon the concurrence by resolution of the village in which the zone would be located.

(v) A county.

(y) "Owned or under the control of" means that a land bank fast track authority has one or more of the following:

(i) An ownership interest in the property.

(ii) A tax lien on the property.

(iii) A tax deed to the property.

(iv) A contract with this state or a political subdivision of this state to enforce a lien on the property.

(v) A right to collect delinquent taxes, penalties or interest on the property.

(vi) The ability to exercise its authority over the property.

(z) "Qualified facility" means a landfill facility area of 140 or more contiguous acres that is located in a city and that contains a landfill, a material recycling facility and an asphalt plant that are no longer in operation.

(aa) "Qualified local governmental unit" means that term as defined in the obsolete property rehabilitation act, 2000 PA 146, MCL 125.2781 to 125.2797.

(bb) "Qualified taxpayer" means that term as defined in former sections 38d and 38g of the single business tax act, 1975 PA 228, or section 437 of the Michigan business tax act, 2007 PA 36, MCL 208.1437.

(cc) "Response activity" means that term as defined in section 20101 of the natural resources and environmental protection act, 1994 PA 451, MCL 324.20101.

# ENVIRONMENTAL TECHNOLOGIES, INC.

(dd) "Specific taxes" means a tax levied under 1974 PA 198, MCL 207.551 to 207.572; the commercial redevelopment act, 1978 PA 255, MCL 207.651 to 207.668; the enterprise zone act, 1985 PA 224, MCL 125.2101 to 125.2123; 1953 PA 189, MCL 211.181 to 211.182; the technology park development act, 1984 PA 385, MCL 207.701 to 207.718; the obsolete property rehabilitation act, 2000 PA 146, MCL 125.2781 to 125.2797; the neighborhood enterprise zone act, 1992 PA 147, MCL 207.771 to 207.786; the commercial rehabilitation act, 2005 PA 210, MCL 207.841 to 207.856; or that portion of the tax levied under the tax reverted clean title act, 2003 PA 260, MCL 211.1021 to 211.1026, that is not required to be distributed to a land bank fast track authority.

(ee) "Tax increment revenues" means the amount of ad valorem property taxes and specific taxes attributable to the application of the levy of all taxing jurisdictions upon the captured taxable value of each parcel of eligible property subject to a Brownfield plan and personal property located on that property. Tax increment revenues exclude ad valorem property taxes specifically levied for the payment of principal of and interest on either obligations approved by the electors or obligations pledging the unlimited taxing power of the local governmental unit, and specific taxes attributable to those ad valorem property taxes. Tax increment revenues attributable to eligible property also exclude the amount of ad valorem property taxes or specific taxes captured by a downtown development authority, tax increment finance authority, or local development finance authority if those taxes were captured by these other authorities on the date that eligible property became subject to a Brownfield plan under this act.

(ff) "Taxable value" means the value determined under section 27a of the general property tax act, 1893 PA 206, MCL 211.27a.

(gg) "Taxes levied for school operating purposes" means all of the following:

- (i) The taxes levied by a local school district for operating purposes.
- (ii) The taxes levied under the state education tax act, 1993 PA 331, MCL 211.901 to 211.906.
- (iii) That portion of specific taxes attributable to taxes described under subparagraphs (i) and (ii).

(hh) "Work plan" means a plan that describes each individual activity to be conducted to complete eligible activities and the associated costs of each individual activity.

(ii) "Zone" means, for an authority established before June 6, 2000, a Brownfield redevelopment zone designated under this act.

**ENVIRONMENTAL  
TECHNOLOGIES, INC.**

**II. ELIGIBLE PROPERTIES WITHIN THE BROWNFIELD ZONE**

**DEM INVESTMENTS, LLC  
900 COOPER STREET  
AND ADJOINING PARCEL  
JACKSON, MICHIGAN**

**Introduction**

In August/September 2005, the City of Jackson adopted a Brownfield Plan for the Great Lakes Home Health and Hospice property at 900 Cooper Street in Jackson, Michigan. The original parcel of land was an L-shaped parcel of land consisting of 3.32 acres. The tax identification number for that parcel is 8-2492.0200. The property was acquired by DEM Investments, LLC on November 9, 2004 from The Enterprise Group of Jackson, Inc. who had acquired the property from the State of Michigan Department of Military Affairs in an arms length transaction. A Certificate of Survey showing the property and the legal description is provided in Attachment A.

In 2008, DEM Investments, LLC intends to also acquire a neighboring 1.6 acre parcel. A survey and legal description for that parcel is also included in Attachment A. This parcel will be developed into parking for Great Lakes Home Health and Hospice's ever increasing business. The development of this parking will allow for the expansion of Great Lakes Home Health and Hospice's existing building with the construction of a 17,200 square foot addition. In addition, a second building is contemplated at the corner of North Street and Cooper Street. Construction on this second building could start as early as 2008.

Both parcels are part of the property originally owned by the State of Michigan and used as Michigan's first state-run prison and later, as an armory. The historical use of the property for this plan was generally vacant land with a few homes, a guard tower, a warehouse and a former insane asylum constructed on the site.

DEM Investments, LLC will lease the property to Great Lakes Home Health Services, Inc. Great Lakes Home Health Services (dba Great Lakes Home Health and Hospice) is a full service home health care agency providing a variety of professional services including but not limited to skilled nursing, physical therapy, occupational therapy, speech therapy, home health aides and hospice services. Since developing the original building, Great Lakes Home Health and Hospice has exceeded its goals for job creation creating more than 25 new jobs in the first year and an additional 25 new jobs each of the following years. The majority of these jobs are skilled health care professionals.

In addition, this development is in close proximity to the Armory Arts Project, another Brownfield redevelopment project and "Cool Cities" project heavily supported by the community and public funding from various Brownfield and development-related grants,

# ENVIRONMENTAL TECHNOLOGIES, INC.

tax credits (historic property, housing) and foregone tax revenues totaling more than \$7,000,000. The Great Lakes Home Health Services' development will provide support for the Armory Arts Project by placing in close proximity 175 to 200 employees that will support the various businesses (restaurant, bakery, retail) that are anticipated to lease portions of the Armory Arts Building.

The total investment of the original Great Lakes Home Health and Hospice building and the 17,200 square foot addition is expected to be at least \$5,000,000 including site improvements, construction, design and engineering, fixtures and equipment, utility connections, landscaping, parking lots and land acquisition costs (\$126,500). The \$5,000,000 estimated investment for the Great Lakes Home Health and Hospice Building can be further broken down into building construction (\$4,400,000), design and engineering services (\$120,000), site preparation (\$450,000), and furniture, fixtures, and equipment (\$230,000). DEM Investments, LLC sought a Brownfield Redevelopment Single Business Tax Credit for those eligible investments on the property in the original Plan. The cost for construction of the second 10,000 square foot building is expected to be approximately the same on a per square foot basis (i.e., \$1,300,000 to \$1,800,000).

This Amended Plan proposes to capture non-school tax increment revenues for eligible activities on the property. The original Brownfield Plan was prepared in order to allow Great Lakes Home Health Services to pursue a Single Business Tax Credit for eligible investments they intended to make during development. After adoption of the original Brownfield Plan, the City placed a requirement on the project for an on-site storm water retention system on the property. The system that was installed at the property consisted of oversized piping located under the asphalt parking lot. The displacement of a significant amount of soil resulted from the construction of this retention system, generating 10,000 to 13,000 cubic yards of excess soil. A portion of the excess soil has already been transported to a landfill for disposal. Since the property was demonstrated to be a "facility," it was necessary to presume that the excess soil may be contaminated unless proven otherwise, in order to comply with Part 201 of NREPA. Subsequent characterization of the soil and communications with the Michigan Department of Environmental Quality have resulted in the ability to use the excess soil as a source of alternate daily cover at a designated site (McGill Road Landfill). After negotiations with the disposal facility and the County, the 2005 Brownfield Plan amendment anticipated that the cost for disposal would be free or negligible and thus the 2005 plan did not include the cost of disposal. Subsequently, however, a price for soil disposal is being charged and this 2008 amendment now includes those eligible costs.

PA 381 of 1996 allows for the capture of incremental taxes to pay for eligible activities conducted after approval of the Brownfield Plan. The original Plan did not anticipate the eligible activities relating to excess soil management. This third amendment revises the Amended Plan (2005) providing the details relating to those eligible activities and the means for reimbursement of the eligible activities incurred after adoption of the original

# ENVIROLOGIC TECHNOLOGIES, INC.

Brownfield Plan. All eligible activities identified in the Amended Plans include costs for sampling and analyses, transportation, disposal, soil erosion controls, and project management activities (e.g., meetings with MDEQ, amendment of Brownfield Plan, etc.).

## **Basis of Eligibility**

Initial environmental investigations completed in 2004 have identified the presence of contamination above residential cleanup criteria on the 900 Cooper Street parcel. Specifically, various metals (chromium, arsenic, and selenium) were detected in soil above the residential direct contact criteria, residential drinking water protection criteria, and/or the groundwater surface water interface protection criteria. Naphthalene was also detected in soil above the groundwater surface water interface protection criteria. Two solvents (tetrachloroethene and trichloroethylene) and metals (selenium) were detected in groundwater in excess of the residential drinking water criteria and/or groundwater surface water interface criteria. Thus, the known contamination demonstrated that the 900 Cooper Street parcel is a “facility” as defined by Part 201 of NREPA (1994 PA 451). The adjoining 1.6 acre parcel is also included in this Brownfield Plan since development of that parcel is a necessary element to the overall redevelopment.

## **The Plan**

### **(a) A description of the costs of the plan intended to be paid for with tax increment revenues (Section 13(1)(a))**

Eligible activities completed to manage excess soil at the property include the testing of the soil, laboratory analyses, transportation costs, disposal costs, costs for soil erosion controls and project management costs (e.g., meetings and communications with MDEQ, amendment to the Brownfield Plan, etc.). Refer to Table 1.

Since the excess soil on site was previously excavated and staged on site, Envirologic has conducted an extensive amount of characterization of the soil to comply with the Part 201 of NREPA requirements. This effort has included developing a sampling plan to ensure a statistically valid characterization of the soil piles, collection of soil samples, laboratory analyses, and data validation and review. Multiple rounds of sample collection and/or analyses were necessary as the characterization project progressed including testing samples collected from the excess soil, determining background levels of certain compounds and assessing the leachability of certain compounds. Various communications were made with several people within MDEQ to assist in the characterization effort. These efforts amounted to approximately \$23,050 prior to 2005. Between 2005-2008, an additional \$20,000 of site characterization costs were incurred to evaluate the potential minimization of disposal costs by using certain portions of the excess soil as fill and/or alternate daily cover at McGill Road Landfill.

## **ENVIROLOGIC TECHNOLOGIES, INC.**

A portion of the excess soil has already been characterized, transported and disposed at Liberty landfill. It was necessary to remove and dispose a portion of the excess soil to continue the construction activities in an unobstructed manner. The total cost for management of this material is approximately \$108,000. The remaining soil will be loaded and transported for placement at McGill Road Landfill and/or Liberty Landfill. The cost for transportation, disposal and associated backfill is approximately \$388,000.

Costs for soil erosion controls (fencing, hydro-seeding, etc.) and miscellaneous costs relating to management of the soil are approximately \$10,000. The cost for amending this Brownfield Plan and additional project management activities (scheduling, project management, communications with MDEQ, etc.) is \$37,000. Refer to Table 1 for a listing of eligible activities and anticipated costs. The Plan also includes expenses related to the Authority's costs for adoption of this Plan.

**ENVIROLOGIC  
TECHNOLOGIES, INC.**

**TABLE 1  
SUMMARY OF ELIGIBLE COSTS  
DEM INVESTMENTS, LLC  
900 COOPER STREET AND ADJOINING PARCEL  
JACKSON, MICHIGAN**

<b>Eligible Activities</b>	<b>Estimated Cost</b>
<u>BEA Activities</u>	NA
<u>Due Care Activities</u>	
Soil Characterization	\$ 23,050.00
Additional Soil Characterization (2008 Plan)	\$ 20,000.00
Bailey Excavating – Haul brick/soil to landfill	\$ 52,497.50
Liberty Landfill – Brick/soil disposal	\$ 54,990.14
Haul and dispose of stockpiled soil:	
<u>Northern Stockpile</u> 4450    CY	
Load/Transport                      \$5.78    \$/CY	\$ 25,721.00
Disposal (2008 Plan)              \$21.00    \$/CY	\$ 93,450.00
<u>Western Stockpile</u> 2677    CY	
Load/Transport                      \$5.78    \$/CY	\$ 15,473.06
Disposal (2008 Plan)              \$21.00    \$/CY	\$ 56,217.00
<u>New Bldg/Parking Lot</u> 6300    CY	
Load/Transport                      \$5.78    \$/CY	\$ 36,414.00
Disposal (2008 Plan)              \$21.00    \$/CY	\$ 132,300.00
Backfill - 3166 CY                      \$9.20    \$/CY	\$ 29,127.20
Miscellaneous Costs related to soil transport	\$ 1,326.50
Survey Costs (Feller Finch)	\$ 2,766.82
Soil Erosion Controls	\$ 2,875.00
Hydroseeding Stockpiles	\$ 575.00
Project Management (RWM, JG Northrup and Envirologic)	\$ 32,000.00
Brownfield Plan Amendments	\$ 5,000.00
<b>TOTAL DUE CARE ACTIVITY COSTS</b>	<b>\$ 583,783.22</b>
Financing Costs	\$ 496,351.48
Contingencies (15%)	87,567.48
<b>TOTAL REIMBURSEMENT TO DEM INVESTMENTS LLC</b>	<b>\$ 1,167,702.18</b>
Administrative Costs of the Authority	\$ 5,000.00
<b>TOTAL REIMBURSEMENT TO LSRRF</b>	<b>\$ 530,632.92</b>

**ENVIRONMENTAL  
TECHNOLOGIES, INC.**

**(b) A brief summary of the eligible activities that are proposed for each eligible property (Section 13(1)(b))**

Eligible activities to manage excess soil at the property include the testing of the soil, laboratory analyses, transportation costs, disposal costs, costs for soil erosion controls and project management costs (e.g., meetings and communications with MDEQ, amendment to the Brownfield Plan, etc.). Completion of these eligible activities is necessary to properly manage the excess soils in compliance with Part 201 of NREPA. These activities will result in the placement of excess soils at the McGill Road Landfill and/or Liberty Landfill.

**(c) An estimate of the captured taxable value and tax increment revenues for each year of the plan from each parcel of eligible property. (Section 13(1)(c))**

Refer to Table 2 and Table 2a. It should be noted that the site is in a Renaissance Zone which is tax-free until the year 2012 at which point tax increments can begin to be captured for reimbursement of DEM Investments, LLC's eligible activities.

**(d) The method by which the costs of the plan will be financed, including a description of any advances made or anticipated to be made for the costs of the plan from the municipality. (Section 13(1)(d))**

Costs for the plan are being financed by DEM Investments, LLC and Great Lakes Home Health and Hospice. The Authority will reimburse DEM Investments, LLC from the tax increment revenues for the eligible activities for which DEM Investments, LLC has paid, together with interest, subject to the terms of the Brownfield Plan. No advances from the City of Jackson or the Authority have been made or are anticipated. Table 5 provides the estimated schedule for payback of DEM Investments, LLC's costs, including interest.

**(e) The maximum amount of note or bonded indebtedness to be incurred, if any. (Section 13(1)(e))**

The Authority has no plans to incur indebtedness at this time, though such plans could be made in the future if appropriate to support development of this site.

**(f) The duration of the Brownfield Plan, which shall not exceed the lesser of the period authorized under subsections (4) and (5) or 30 years. (Section 13(1)(f))**

The Plan will remain in effect for as many years as is required to fully reimburse DEM Investments, LLC for all eligible investments plus five full years to allow the City to capture tax increment revenues for the Local Site Remediation Revolving Fund, or thirty years, whichever is less.

**ENVIROLOGIC  
TECHNOLOGIES, INC.**

**TABLE 2  
ESTIMATE OF TOTAL CAPTURED NON-SCHOOL INCREMENTAL TAXES  
DEM INVESTMENTS, LLC  
900 COOPER STREET  
JACKSON, MICHIGAN**

Year	Annual Total Millage†	Initial Taxable Value (Real and Personal Property)	Tax Revenues from Initial Taxable Value	Estimated Future Taxable Value	Estimated Future Tax Revenues	Incremental Tax Revenues	Ren Zone Capture %	Available for Capture
2005	29.8957	\$ 66,300.00	\$ 1,982.08	\$ 2,413,250.00	\$ 72,145.80	\$ 70,163.71		\$ -
2006	29.8957	\$ 66,300.00	\$ 1,982.08	\$ 2,413,250.00	\$ 72,145.80	\$ 70,163.71	-	\$ -
2007	29.8957	\$ 66,300.00	\$ 1,982.08	\$ 2,413,250.00	\$ 72,145.80	\$ 70,163.71	-	\$ -
2008	29.8957	\$ 66,300.00	\$ 1,982.08	\$ 2,413,250.00	\$ 72,145.80	\$ 70,163.71	-	\$ -
2009	29.8957	\$ 66,300.00	\$ 1,982.08	\$ 3,413,250.00	\$ 102,041.50	\$ 100,059.41	-	\$ -
2010	29.8957	\$ 66,300.00	\$ 1,982.08	\$ 3,413,250.00	\$ 102,041.50	\$ 100,059.41	-	\$ -
2011	29.8957	\$ 66,300.00	\$ 1,982.08	\$ 3,413,250.00	\$ 102,041.50	\$ 100,059.41	-	\$ -
2012	29.8957	\$ 66,300.00	\$ 1,982.08	\$ 3,413,250.00	\$ 102,041.50	\$ 100,059.41	25.00	\$ 25,014.85
2013	29.8957	\$ 66,300.00	\$ 1,982.08	\$ 3,413,250.00	\$ 102,041.50	\$ 100,059.41	50.00	\$ 50,029.71
2014	29.8957	\$ 66,300.00	\$ 1,982.08	\$ 3,413,250.00	\$ 102,041.50	\$ 100,059.41	75.00	\$ 75,044.56
2015	29.8957	\$ 66,300.00	\$ 1,982.08	\$ 3,413,250.00	\$ 102,041.50	\$ 100,059.41	100.00	\$ 100,059.41
2016	29.8957	\$ 66,300.00	\$ 1,982.08	\$ 3,413,250.00	\$ 102,041.50	\$ 100,059.41	100.00	\$ 100,059.41
2017	29.8957	\$ 66,300.00	\$ 1,982.08	\$ 3,413,250.00	\$ 102,041.50	\$ 100,059.41	100.00	\$ 100,059.41
2018	29.8957	\$ 66,300.00	\$ 1,982.08	\$ 3,413,250.00	\$ 102,041.50	\$ 100,059.41	100.00	\$ 100,059.41
2019	29.8957	\$ 66,300.00	\$ 1,982.08	\$ 3,413,250.00	\$ 102,041.50	\$ 100,059.41	100.00	\$ 100,059.41
2020	29.8957	\$ 66,300.00	\$ 1,982.08	\$ 3,413,250.00	\$ 102,041.50	\$ 100,059.41	100.00	\$ 100,059.41
2021	29.8957	\$ 66,300.00	\$ 1,982.08	\$ 3,413,250.00	\$ 102,041.50	\$ 100,059.41	100.00	\$ 100,059.41
2022	29.8957	\$ 66,300.00	\$ 1,982.08	\$ 3,413,250.00	\$ 102,041.50	\$ 100,059.41	100.00	\$ 100,059.41
2023	29.8957	\$ 66,300.00	\$ 1,982.08	\$ 3,413,250.00	\$ 102,041.50	\$ 100,059.41	100.00	\$ 100,059.41
2024	29.8957	\$ 66,300.00	\$ 1,982.08	\$ 3,413,250.00	\$ 102,041.50	\$ 100,059.41	100.00	\$ 100,059.41
2025	29.8957	\$ 66,300.00	\$ 1,982.08	\$ 3,413,250.00	\$ 102,041.50	\$ 100,059.41	100.00	\$ 100,059.41
2026	29.8957	\$ 66,300.00	\$ 1,982.08	\$ 3,413,250.00	\$ 102,041.50	\$ 100,059.41	100.00	\$ 100,059.41
2027	29.8957	\$ 66,300.00	\$ 1,982.08	\$ 3,413,250.00	\$ 102,041.50	\$ 100,059.41	100.00	\$ 100,059.41
2028	29.8957	\$ 66,300.00	\$ 1,982.08	\$ 3,413,250.00	\$ 102,041.50	\$ 100,059.41	100.00	\$ 100,059.41
2029	29.8957	\$ 66,300.00	\$ 1,982.08	\$ 3,413,250.00	\$ 102,041.50	\$ 100,059.41	100.00	\$ 100,059.41
<b>TOTAL</b>								<b>\$ 1,650,980.32</b>

**ENVIROLOGIC  
TECHNOLOGIES, INC.**

**TABLE 2a  
ESTIMATE OF TOTAL CAPTURED NON-SCHOOL INCREMENTAL TAXES  
DEM INVESTMENTS, LLC  
1.6 ACRE PARCEL  
ARMORY COURT  
JACKSON, MICHIGAN**

Year	Annual Total Millage†	Initial Taxable Value (Real and Personal Property)	Tax Revenues from Initial Taxable Value	Estimated Future Taxable Value	Estimated Future Tax Revenues	Incremental Tax Revenues	Ren Zone Capture %	Available for Capture
2008	29.8957	\$ 80,000.00	\$ 2,391.66	\$ 176,000.00	\$ 5,261.64	\$ 2,869.99		\$ -
2009	29.8957	\$ 80,000.00	\$ 2,391.66	\$ 176,000.00	\$ 5,261.64	\$ 2,869.99	0.00	\$ -
2010	29.8957	\$ 80,000.00	\$ 2,391.66	\$ 176,000.00	\$ 5,261.64	\$ 2,869.99	0.00	\$ -
2011	29.8957	\$ 80,000.00	\$ 2,391.66	\$ 176,000.00	\$ 5,261.64	\$ 2,869.99	0.00	\$ -
2012	29.8957	\$ 80,000.00	\$ 2,391.66	\$ 176,000.00	\$ 5,261.64	\$ 2,869.99	25.00	\$ 717.50
2013	29.8957	\$ 80,000.00	\$ 2,391.66	\$ 176,000.00	\$ 5,261.64	\$ 2,869.99	50.00	\$ 1,434.99
2014	29.8957	\$ 80,000.00	\$ 2,391.66	\$ 176,000.00	\$ 5,261.64	\$ 2,869.99	75.00	\$ 2,152.49
2015	29.8957	\$ 80,000.00	\$ 2,391.66	\$ 176,000.00	\$ 5,261.64	\$ 2,869.99	100.00	\$ 2,869.99
2016	29.8957	\$ 80,000.00	\$ 2,391.66	\$ 176,000.00	\$ 5,261.64	\$ 2,869.99	100.00	\$ 2,869.99
2017	29.8957	\$ 80,000.00	\$ 2,391.66	\$ 176,000.00	\$ 5,261.64	\$ 2,869.99	100.00	\$ 2,869.99
2018	29.8957	\$ 80,000.00	\$ 2,391.66	\$ 176,000.00	\$ 5,261.64	\$ 2,869.99	100.00	\$ 2,869.99
2019	29.8957	\$ 80,000.00	\$ 2,391.66	\$ 176,000.00	\$ 5,261.64	\$ 2,869.99	100.00	\$ 2,869.99
2020	29.8957	\$ 80,000.00	\$ 2,391.66	\$ 176,000.00	\$ 5,261.64	\$ 2,869.99	100.00	\$ 2,869.99
2021	29.8957	\$ 80,000.00	\$ 2,391.66	\$ 176,000.00	\$ 5,261.64	\$ 2,869.99	100.00	\$ 2,869.99
2022	29.8957	\$ 80,000.00	\$ 2,391.66	\$ 176,000.00	\$ 5,261.64	\$ 2,869.99	100.00	\$ 2,869.99
2023	29.8957	\$ 80,000.00	\$ 2,391.66	\$ 176,000.00	\$ 5,261.64	\$ 2,869.99	100.00	\$ 2,869.99
2024	29.8957	\$ 80,000.00	\$ 2,391.66	\$ 176,000.00	\$ 5,261.64	\$ 2,869.99	100.00	\$ 2,869.99
2025	29.8957	\$ 80,000.00	\$ 2,391.66	\$ 176,000.00	\$ 5,261.64	\$ 2,869.99	100.00	\$ 2,869.99
2026	29.8957	\$ 80,000.00	\$ 2,391.66	\$ 176,000.00	\$ 5,261.64	\$ 2,869.99	100.00	\$ 2,869.99
2027	29.8957	\$ 80,000.00	\$ 2,391.66	\$ 176,000.00	\$ 5,261.64	\$ 2,869.99	100.00	\$ 2,869.99
2028	29.8957	\$ 80,000.00	\$ 2,391.66	\$ 176,000.00	\$ 5,261.64	\$ 2,869.99	100.00	\$ 2,869.99
2029	29.8957	\$ 80,000.00	\$ 2,391.66	\$ 176,000.00	\$ 5,261.64	\$ 2,869.99	100.00	\$ 2,869.99
<b>TOTAL</b>								<b>\$ 47,354.79</b>

† - Does not include debt and school millages, based on millages from 2004

\* - Total includes five year future capture to Local Site Remediation Revolving Fund

**ENVIRONMENTAL  
TECHNOLOGIES, INC.**

- (g) An estimate of the impact of tax increment financing on the revenues of all taxing jurisdictions in which the eligible property is located. (Section 13(1)(g))**

Refer to Tables 3, 3a, 4 and 5.

- (h) A legal description of each parcel of eligible property to which the plan applies, a map showing the location and dimensions of each eligible property, a statement of the characteristics that qualify the property as eligible property and a statement of whether personal property is included as part of the eligible property. (Section 13(1)(h))**

The legal descriptions of the property and figures detailing the boundaries of the property are provided in Attachment A.

The known presence of contamination on site above residential cleanup criteria qualifies the 900 Cooper Street parcel as a “facility” as defined by Part 201 of NREPA (1994 PA 451) and thus, the site is an “eligible property.” The 1.6 acre parcel is also included in this Brownfield Plan since development of this parcel is an integral component in the overall redevelopment of the site.

Personal property will be included as part of the eligible property.

- (i) Estimates of the number of persons residing on each eligible property to which the plan applies and the number of families and individuals to be displaced. (Section 13(1)(i))**

No residences exist on the property.

- (j) A plan for establishing priority for the relocation of persons displaced by implementation of the plan. (Section 13(1)(j))**

Not applicable.

- (k) Provision for the costs of relocating persons displaced by implementation of the plan. (Section 13(1)(k))**

Not applicable.

- (l) A strategy for compliance with 1972 PA 227, MCL 213.321 to 213.332. (Section 13(1)(l))**

Not applicable.

**ENVIROLOGIC  
TECHNOLOGIES, INC.**

**TABLE 3  
ESTIMATE OF ANNUAL CAPTURED NON-SCHOOL INCREMENTAL TAXES  
FOR EACH AFFECTED TAXING JURISDICTION  
DEM INVESTMENTS, LLC  
900 COOPER STREET  
JACKSON, MI**

<b>SUMMER TAXES*</b>										
Taxing Jurisdiction		City Oper	Public Improve	Police Fire	JCC Oper	ISD Oper	ISD Voc Ed	ISD Spec Ed	County Oper	Total
Millage		6.7192	1.9197	4.12	1.1511	0.1719	1.0756	2.8192	1.7157	19.6924
Initial Taxable Value	\$ 66,300.00	\$ 445.48	\$ 127.28	\$ 273.16	\$ 76.32	\$ 11.40	\$ 71.31	\$ 186.91	\$ 113.75	\$ 1,305.61
Future Taxable Value	\$ 3,413,250.00	\$ 22,934.31	\$ 6,552.42	\$ 14,062.59	\$ 3,928.99	\$ 586.74	\$ 3,671.29	\$ 9,622.63	\$ 5,856.11	\$ 67,215.08
Captured Taxable Value	\$ 3,346,950.00	\$ 22,488.83	\$ 6,425.14	\$ 13,789.43	\$ 3,852.67	\$ 575.34	\$ 3,599.98	\$ 9,435.72	\$ 5,742.36	\$ 65,909.48

<b>WINTER TAXES*</b>										
Taxing Jurisdiction		ISD	Library	County	TRNS					Total
Millage		4.0667	0.8682	4.3087	0.9597					10.2033
Initial Taxable Value	\$ 66,300.00	\$ 269.62	\$ 57.56	\$ 285.67	\$ 63.63					\$ 676.48
Future Taxable Value	\$ 3,413,250.00	\$ 13,880.66	\$ 2,963.38	\$ 14,706.67	\$ 3,275.70					\$ 34,826.41
Captured Taxable Value	\$ 3,346,950.00	\$ 13,611.04	\$ 2,905.82	\$ 14,421.00	\$ 3,212.07					\$ 34,149.93

Total Millages	29.8957
Total Annual Tax Liability	\$ 102,041.50
Total Annual Capturable Tax	\$ 100,059.41

\*Based on millages from 2004 taxes

**ENVIROLOGIC  
TECHNOLOGIES, INC.**

**TABLE 3a  
ESTIMATE OF ANNUAL CAPTURED NON-SCHOOL INCREMENTAL TAXES  
FOR EACH AFFECTED TAXING JURISDICTION  
DEM INVESTMENTS, LLC  
1.6 ACRE PARCEL  
ARMORY COURT  
JACKSON, MI**

<b>SUMMER TAXES*</b>										
Taxing Jurisdiction		City Oper	Public Improve	Police Fire	JCC Oper	ISD Oper	ISD Voc Ed	ISD Spec Ed	County Oper	Total
Millage		6.7192	1.9197	4.12	1.1511	0.1719	1.0756	2.8192	1.7157	19.6924
Initial Taxable Value	\$ 80,000.00	\$ 537.54	\$ 153.58	\$ 329.60	\$ 92.09	\$ 13.75	\$ 86.05	\$ 225.54	\$ 137.26	\$ 1,575.39
Future Taxable Value	\$ 176,000.00	\$ 1,182.58	\$ 337.87	\$ 725.12	\$ 202.59	\$ 30.25	\$ 189.31	\$ 496.18	\$ 301.96	\$ 3,465.86
Captured Taxable Value	\$ 96,000.00	\$ 645.04	\$ 184.29	\$ 395.52	\$ 110.51	\$ 16.50	\$ 103.26	\$ 270.64	\$ 164.71	\$ 1,890.47

<b>WINTER TAXES*</b>										
Taxing Jurisdiction		ISD	Library	County	TRNS					Total
Millage		4.0667	0.8682	4.3087	0.9597					10.2033
Initial Taxable Value	\$ 80,000.00	\$ 325.34	\$ 69.46	\$ 344.70	\$ 76.78					\$ 816.26
Future Taxable Value	\$ 176,000.00	\$ 715.74	\$ 152.80	\$ 758.33	\$ 168.91					\$ 1,795.78
Captured Taxable Value	\$ 96,000.00	\$ 390.40	\$ 83.35	\$ 413.64	\$ 92.13					\$ 979.52

Total Millages	29.8957
Total Annual Tax Liability	\$ 5,261.64
Total Annual Capturable Tax	\$ 2,869.99

\*Based on millages from 2004 taxes

**ENVIROLOGIC  
TECHNOLOGIES, INC.**

**TABLE 4  
CAPTURED TAXABLE VALUE AND TAX INCREMENT REVENUE  
BY YEAR AND AGGREGATE FOR EACH TAXING JURISDICTION  
DEM INVESTMENTS, LLC  
900 COOPER STREET AND ADJOINING PARCEL  
JACKSON, MICHIGAN**

Year	Captured Taxable Value	Ren Zone Capture %	City Oper	Public Improve	Police Fire	JCC Oper	ISD Oper	ISD Voc Ed	ISD Spec Ed	County Oper	ISD	Library	County	TRNS	Total
			6.7192	1.9197	4.12	1.1511	0.1719	1.0756	2.8192	1.7157	4.0667	0.8682	4.3087	0.9597	29.8957
2005	\$ 2,346,950.00	0	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
2006	2,346,950.00	0	-	-	-	-	-	-	-	-	-	-	-	-	-
2007	2,346,950.00	0	-	-	-	-	-	-	-	-	-	-	-	-	-
2008	2,346,950.00	0	-	-	-	-	-	-	-	-	-	-	-	-	-
2009	3,442,950.00	0	-	-	-	-	-	-	-	-	-	-	-	-	-
2010	3,442,950.00	0	-	-	-	-	-	-	-	-	-	-	-	-	-
2011	3,442,950.00	0	-	-	-	-	-	-	-	-	-	-	-	-	-
2012	3,442,950.00	25	5,783.47	1,652.36	3,546.24	990.79	147.96	925.81	2,426.59	1,476.77	3,500.36	747.29	3,708.66	826.05	25,732.35
2013	3,442,950.00	50	11,566.93	3,304.72	7,092.48	1,981.59	295.92	1,851.62	4,853.18	2,953.53	7,000.72	1,494.58	7,417.32	1,652.10	51,464.70
2014	3,442,950.00	75	17,350.40	4,957.07	10,638.72	2,972.38	443.88	2,777.43	7,279.77	4,430.30	10,501.08	2,241.88	11,125.98	2,478.15	77,197.05
2015	3,442,950.00	100	23,133.87	6,609.43	14,184.95	3,963.18	591.84	3,703.24	9,706.36	5,907.07	14,001.44	2,989.17	14,834.64	3,304.20	102,929.40
2016	3,442,950.00	100	23,133.87	6,609.43	14,184.95	3,963.18	591.84	3,703.24	9,706.36	5,907.07	14,001.44	2,989.17	14,834.64	3,304.20	102,929.40
2017	3,442,950.00	100	23,133.87	6,609.43	14,184.95	3,963.18	591.84	3,703.24	9,706.36	5,907.07	14,001.44	2,989.17	14,834.64	3,304.20	102,929.40
2018	3,442,950.00	100	23,133.87	6,609.43	14,184.95	3,963.18	591.84	3,703.24	9,706.36	5,907.07	14,001.44	2,989.17	14,834.64	3,304.20	102,929.40
2019	3,442,950.00	100	23,133.87	6,609.43	14,184.95	3,963.18	591.84	3,703.24	9,706.36	5,907.07	14,001.44	2,989.17	14,834.64	3,304.20	102,929.40
2020	3,442,950.00	100	23,133.87	6,609.43	14,184.95	3,963.18	591.84	3,703.24	9,706.36	5,907.07	14,001.44	2,989.17	14,834.64	3,304.20	102,929.40
2021	3,442,950.00	100	23,133.87	6,609.43	14,184.95	3,963.18	591.84	3,703.24	9,706.36	5,907.07	14,001.44	2,989.17	14,834.64	3,304.20	102,929.40
2022	3,442,950.00	100	23,133.87	6,609.43	14,184.95	3,963.18	591.84	3,703.24	9,706.36	5,907.07	14,001.44	2,989.17	14,834.64	3,304.20	102,929.40
2023	3,442,950.00	100	23,133.87	6,609.43	14,184.95	3,963.18	591.84	3,703.24	9,706.36	5,907.07	14,001.44	2,989.17	14,834.64	3,304.20	102,929.40
2024	3,442,950.00	100	23,133.87	6,609.43	14,184.95	3,963.18	591.84	3,703.24	9,706.36	5,907.07	14,001.44	2,989.17	14,834.64	3,304.20	102,929.40
2025	3,442,950.00	100	23,133.87	6,609.43	14,184.95	3,963.18	591.84	3,703.24	9,706.36	5,907.07	14,001.44	2,989.17	14,834.64	3,304.20	102,929.40
2026	3,442,950.00	100	23,133.87	6,609.43	14,184.95	3,963.18	591.84	3,703.24	9,706.36	5,907.07	14,001.44	2,989.17	14,834.64	3,304.20	102,929.40
2027	3,442,950.00	100	23,133.87	6,609.43	14,184.95	3,963.18	591.84	3,703.24	9,706.36	5,907.07	14,001.44	2,989.17	14,834.64	3,304.20	102,929.40
2028	3,442,950.00	100	23,133.87	6,609.43	14,184.95	3,963.18	591.84	3,703.24	9,706.36	5,907.07	14,001.44	2,989.17	14,834.64	3,304.20	102,929.40
2029	3,442,950.00	100	23,133.87	6,609.43	14,184.95	3,963.18	591.84	3,703.24	9,706.36	5,907.07	14,001.44	2,989.17	14,834.64	3,304.20	102,929.40
<b>TOTAL CAPTURED TAXES</b>			<b>\$ 381,708.85</b>	<b>\$ 109,055.61</b>	<b>\$ 234,051.74</b>	<b>\$ 65,392.47</b>	<b>\$ 9,765.41</b>	<b>\$ 61,103.41</b>	<b>\$ 160,155.02</b>	<b>\$ 97,466.64</b>	<b>\$ 231,023.84</b>	<b>\$ 49,321.29</b>	<b>\$ 244,771.54</b>	<b>\$ 54,519.29</b>	<b>\$ 1,698,335.11</b>

Increase in Taxable Value beginning in 2009 due to anticipated new construction

**ENVIROLOGIC  
TECHNOLOGIES, INC.**

**TABLE 5  
REIMBURSEMENT SCHEDULE  
DEM INVESTMENTS, LLC  
900 COOPER STREET  
AND ADJOINING PARCEL  
JACKSON, MICHIGAN**

Year	Incremental Taxes Captured	Principal	Interest (5%)	Contingency	Reimbursement to the Authority	Reimbursement to DEM Investments		LSRRF Capture	
						Annual	Aggregate	Annual	Aggregate
2005	--	\$ 301,816.22	15,090.81	--		--	--	--	--
2006	--	\$ 316,907.03	15,845.35	--		--	--	--	--
2007	--	\$ 332,752.38	16,637.62	--		--	--	--	--
2008	--	\$ 631,357.00	31,567.85	--		--	--	--	--
2009	--	\$ 662,924.85	33,146.24	--		--	--	--	--
2010	--	\$ 696,071.09	34,803.55	--		--	--	--	--
2011	--	\$ 730,874.65	36,543.73	--		--	--	--	--
2012	\$ 25,732.35	\$ 767,418.38	38,370.92	--	\$ 5,000.00	\$ 20,732.35	\$ 20,732.35	--	--
2013	\$ 51,464.70	\$ 785,056.95	39,252.85	--		\$ 51,464.70	\$ 72,197.05	--	--
2014	\$ 77,197.05	\$ 772,845.10	38,642.25	--		\$ 77,197.05	\$ 149,394.10	--	--
2015	\$ 102,929.40	\$ 734,290.30	36,714.52	--		\$ 102,929.40	\$ 252,323.50	--	--
2016	\$ 102,929.40	\$ 668,075.42	33,403.77	--		\$ 102,929.40	\$ 355,252.90	--	--
2017	\$ 102,929.40	\$ 598,549.79	29,927.49	--		\$ 102,929.40	\$ 458,182.30	--	--
2018	\$ 102,929.40	\$ 525,547.88	26,277.39	--		\$ 102,929.40	\$ 561,111.70	--	--
2019	\$ 102,929.40	\$ 448,895.87	22,444.79	--		\$ 102,929.40	\$ 664,041.10	--	--
2020	\$ 102,929.40	\$ 368,411.26	18,420.56	--		\$ 102,929.40	\$ 766,970.50	--	--
2021	\$ 102,929.40	\$ 283,902.43	14,195.12	--		\$ 102,929.40	\$ 869,899.90		
2022	\$ 102,929.40	\$ 195,168.15	9,758.41	--		\$ 102,929.40	\$ 972,829.30		
2023	\$ 102,929.40	\$ 101,997.15	5,099.86			102,929.40	\$ 1,075,758.70		
2024	\$ 102,929.40	\$ 4,167.61	\$ 208.38	87,567.48		\$ 4,376.00	--	\$ 10,985.92	\$ 10,985.92
2025	\$ 102,929.40	--	--	--		--	--	\$ 102,929.40	\$ 113,915.32
2026	\$ 102,929.40	--	--	--		--	--	\$ 102,929.40	\$ 216,844.72
2027	\$ 102,929.40	--	--	--		--	--	\$ 102,929.40	\$ 319,774.12
2028	\$ 102,929.40	--	--	--		--	--	\$ 102,929.40	\$ 422,703.52
2029	\$ 102,929.40	--	--	--		--	--	\$ 102,929.40	\$ 525,632.92
Totals	\$ 1,698,335.11		\$ 496,351.48	\$ 87,567.48	\$ 5,000.00	\$ 1,080,134.70		\$ 525,632.92	

# ENVIROLOGIC TECHNOLOGIES, INC.

**(m) A description of proposed use of the local site remediation revolving fund. (Section 13(1)(m))**

The Brownfield Redevelopment Authority's Local Site Remediation Revolving Fund will not be used on this project. The Brownfield Redevelopment Authority does intend to capture five full years of tax increment revenues to place in the Local Site Remediation Revolving Fund. Refer to Table 5.

**(n) Other material that the authority or governing body considers pertinent. (Section 13(1)(n))**

Not applicable.

**ENVIROLOGIC  
TECHNOLOGIES, INC.**

**ATTACHMENT A**

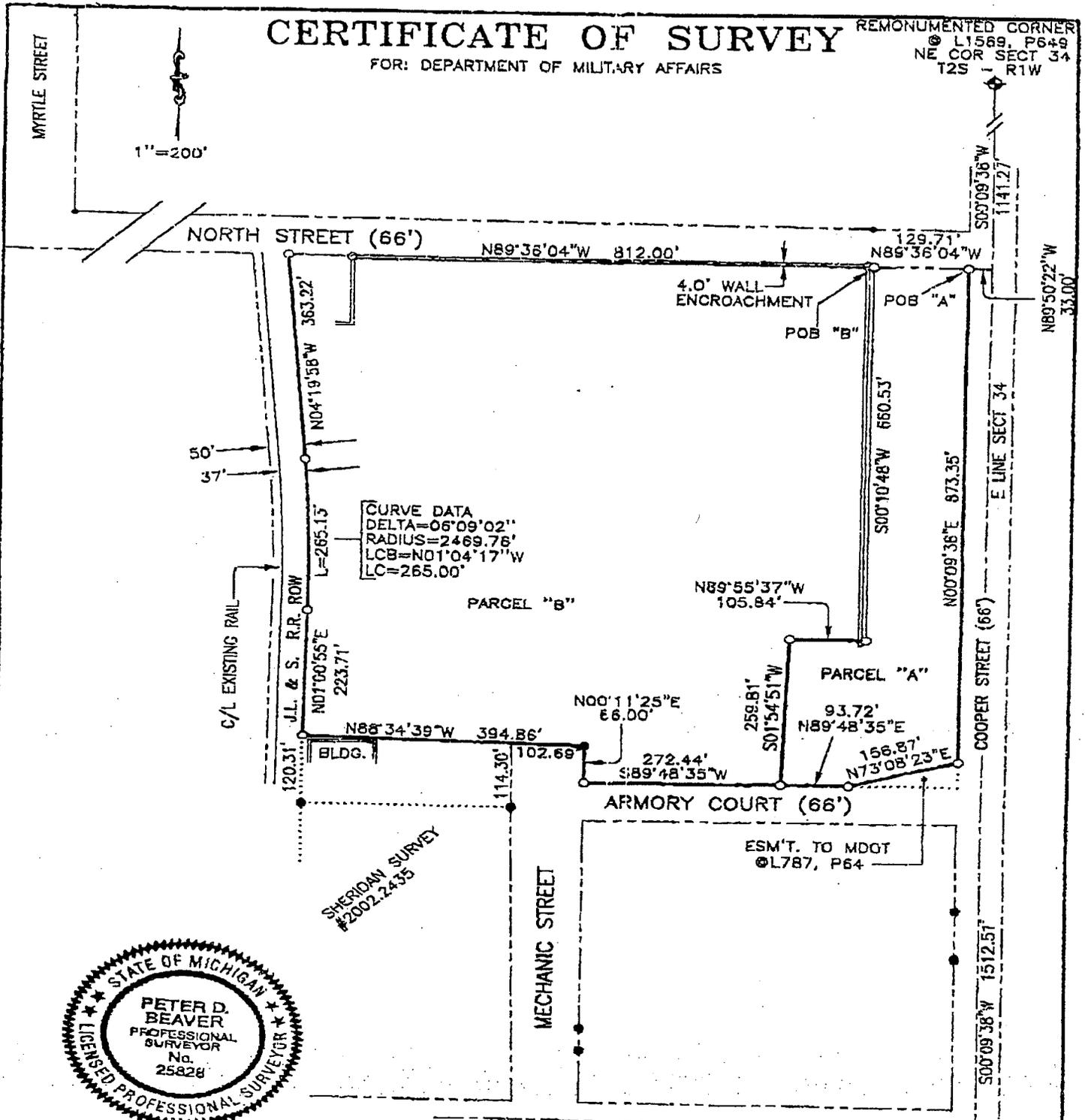
**FIGURES**

**Location Map: USGS Topographic Map  
Site Plan  
Certificate of Survey**

# CERTIFICATE OF SURVEY

FOR: DEPARTMENT OF MILITARY AFFAIRS

REMONUMENTED CORNER  
L1589, P649  
NE COR SECT 34  
T2S - R1W



ALL BEARINGS ARE RELATIVE AND REFERENCED TO THE EAST LINE OF SECTION 34 (N00°09'38"E) FROM M.D.O.T. RIGHT OF PLANS, JACKSON COUNTY, SHEET #102.

I HEREBY CERTIFY THAT I HAVE SURVEYED THE PROPERTY HEREIN DESCRIBED; THAT I HAVE FOUND OR SET PERMANENT MARKERS AS NOTED HEREON; THAT THIS SURVEY COMPLIES WITH THE REQUIREMENTS OF P.A. 132 OF 1970; THAT THE RATIO OF CLOSURE OF THE UNADJUSTED FIELD OBSERVATION WAS 1/185,000

*Peter D. Beaver*

- IRON SET      □ MONUMENT SET      D - DEED DIM.
- IRON FOUND    — MONUMENT FOUND      M - MEASURED DIM.
- FENCE
- GOVERNMENT CORNER

**SOUTHERN MICHIGAN LAND SURVEYING**

824 BROKEN RIDGE DRIVE      LANSING, MICHIGAN      517-323-9471

JOB NO. 03019      DATE 4-21-2004

SHEET NO. 1 OF 2

RECEIVED TIME      AUG. 3.      3:54PM

# CERTIFICATE OF SURVEY

FOR: DEPARTMENT OF MILITARY AFFAIRS

Parent Parcel Description - (Exception Removed)  
Quit Claim Deed @ Liber 405, Page 290

All that piece or parcel of land lying east of the right of way of the Michigan Central Railroad and bounded on the north by North Street; on the east by Cooper Street and on the south by Prison Street.

### Land Description-Parcel "A"

A parcel of land in the NE 1/4 of section 34, T2S, R1W, City of Jackson, Jackson County, Michigan and more particularly described as commencing at the northeast corner of said section 34; thence S00°09'35"W 1141.27 feet, on the east line of said section 34; thence N89°50'22"W 33.00 feet, to the intersection of the south line of North Street and the west line of Cooper Street and the point of beginning of this description; thence N89°36'04"W 129.71 feet, on the south line of North Street; thence S00°10'48"W 660.53 feet; thence N89°55'37"W 105.84 feet; thence S01°54'51"W 259.81 feet, to the north line of Armory Court; thence N89°48'35"E 93.72 feet on the north line of Armory Court; thence N73°08'23"E 156.87 feet, to the west line of Cooper Street; thence N00°09'38"E 873.35 feet, to the point of beginning, containing 3.316 acres.

### Land Description-Parcel "B"

A parcel of land in the NE 1/4 of section 34, T2S, R1W, City of Jackson, Jackson County, Michigan and more particularly described as commencing at the northeast corner of said section 34; thence S00°09'38"W 1141.27 feet, on the east line of said section 34; thence N89°50'22"W 33.00 feet, to the intersection of the south line of North Street and the west line of Cooper Street; thence N89°36'04"W 129.71 feet, on the south line of North Street, to the point of beginning of this description; thence S00°10'48"W 660.53 feet; thence N89°55'37"W 105.84 feet; thence S01°54'51"W 259.81 feet, to the north line of Armory Court; thence S89°48'35"W 272.44 feet, on the north line of Armory Court to the east line of Mechanic Street; thence N00°11'25"E 66.00 feet, on the east line of Mechanic Street to the north end of Mechanic Street; thence N88°34'39"W 394.85 feet, to the east line of the Jackson, Lansing & Saginaw Railroad right of way; thence N01°00'55"E 223.71 feet, on said railroad right of way; thence 265.13 feet, on the arc of a curve to the left with a central angle of 06°09'02", a radius of 2469.76 feet, and a long chord bearing and distance of N01°04'17"W 265.00 feet, on said railroad right of way; thence N04°19'58"W 363.22 feet, on said railroad right of way to the south line of North Street; thence N89°36'04"W 812.00 feet, on the south line of North Street, to the point of beginning, containing 15.372 acres.

### \*\*NOTE\*\*

Older survey drawings in the State Archives indicate Armory Court, formerly called Prison Street, as being 49.50 feet wide and North Street being something less than 53.00 feet wide, however, Act #51 reports obtained from the City of Jackson call for a width of 66.00 feet on both streets.

Valuation maps obtained from the Norfolk & Southern railroad call for a 50.00 foot wide railroad right of way, 25.00 feet each side of the center of the main rail. The main rail line is gone and the best evidence available indicates a distance of 12.00 feet from the centerline of the existing rail to the centerline of the missing main rail line.



I HEREBY CERTIFY THAT I HAVE SURVEYED THE PROPERTY HEREIN DESCRIBED; THAT I HAVE FOUND OR SET PERMANENT MARKERS AS NOTED HEREON; THAT THIS SURVEY COMPLIES WITH THE REQUIREMENTS OF P.A. 132 OF 1970; THAT THE RATIO OF CLOSURE OF THE UNADJUSTED FIELD OBSERVATION WAS 1/185,000

*Peter D. Beaver*

- IRON SET       MONUMENT SET      D -- DEED DIM.      --- FENCE
- IRON FOUND    -- MONUMENT FOUND    M -- MEASURED DIM.    GOVERNMENT CORNER

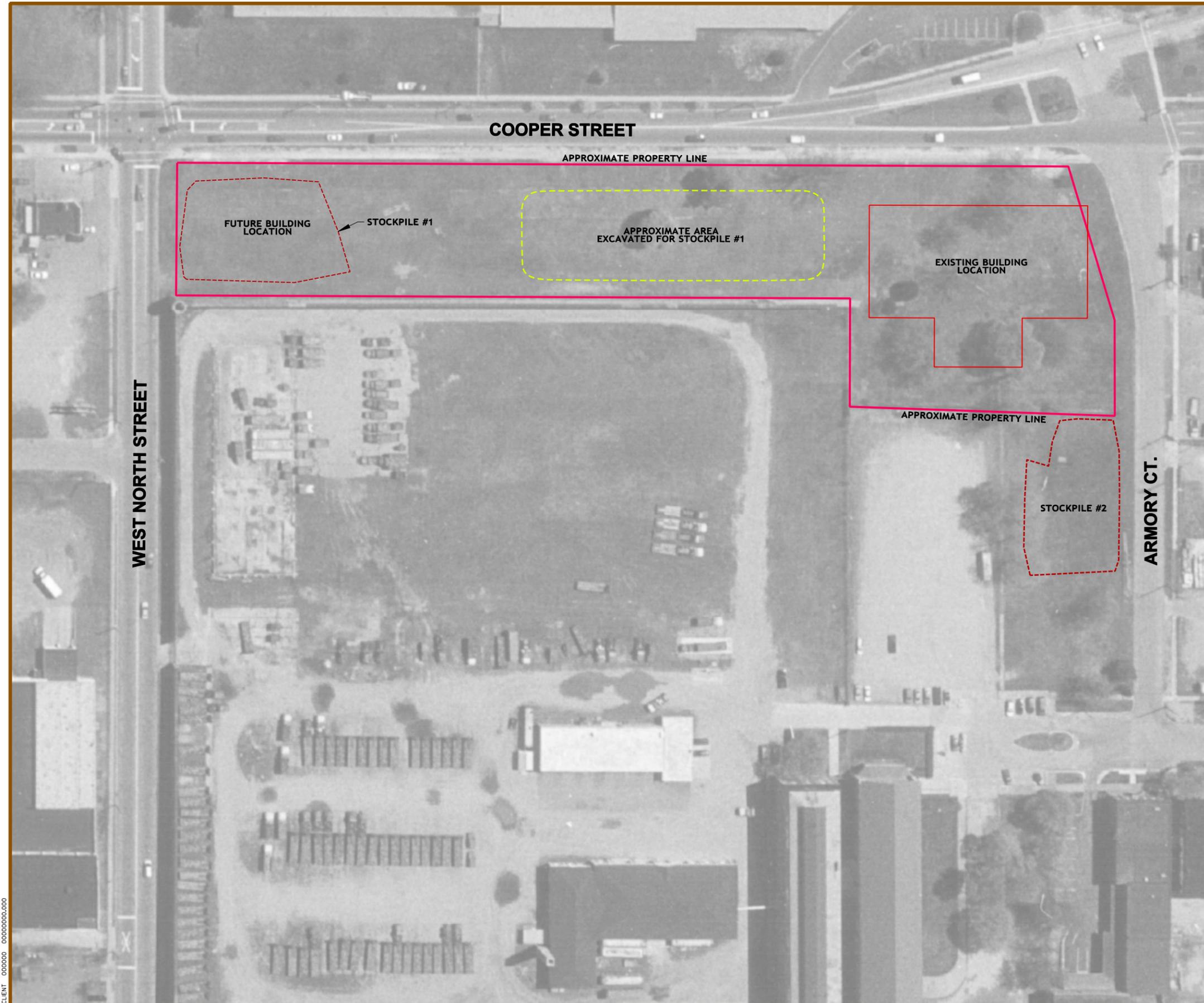
## SOUTHERN MICHIGAN LAND SURVEYING

924 BROKEN RIDGE DRIVE      LANSING, MICHIGAN      517-323-9471

JOB NO. 03019      DATE 4-21-2004

SHEET NO. 2 OF 2

RECEIVED TIME    AUG. 3.    3:54PM



**COOPER STREET**

APPROXIMATE PROPERTY LINE

FUTURE BUILDING LOCATION

STOCKPILE #1

APPROXIMATE AREA EXCAVATED FOR STOCKPILE #1

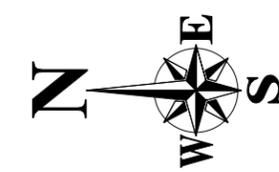
EXISTING BUILDING LOCATION

APPROXIMATE PROPERTY LINE

STOCKPILE #2

**WEST NORTH STREET**

**ARMORY CT.**



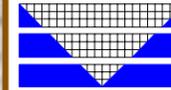
SCALE 1" = 100'  
0 50 100 200

NOTE: AERIAL PHOTOGRAPHY: 2000 AERIAL PHOTOGRAPH OBTAINED FROM THE CITY OF JACKSON.

**DEM INVESTMENTS LLC  
GREAT LAKES HOME HEALTH  
SERVICES INC.**

900 COOPER STREET  
JACKSON, MICHIGAN

**SITE PLAN**



**ENVIROLOGIC  
TECHNOLOGIES, INC.**  
2960 INTERSTATE PARKWAY  
KALAMAZOO, MICHIGAN 49048  
PH: (269) 342-1100 FAX: (269) 342-4945

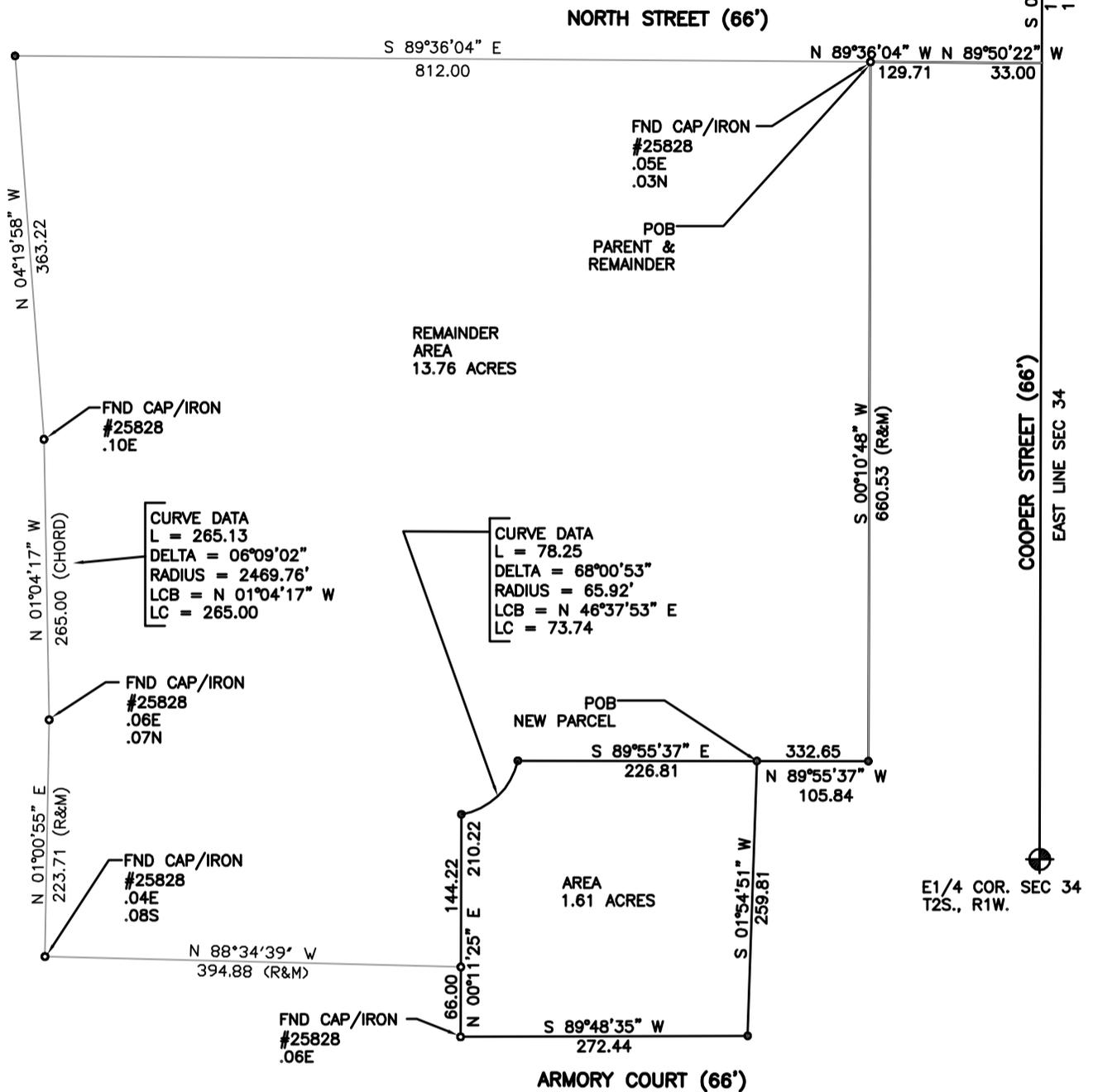
PROJECT NO:  
**040115**

FIGURE NO:  
**2**

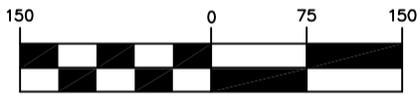
CLIENT 000000 000000000.000

**CERTIFICATE OF SURVEY**  
**PART OF THE NE 1/4, SECTION 34, T2S, R1W**  
**CITY OF JACKSON, JACKSON COUNTY, MI**

NE COR. SEC 34  
T2S., R1W.



**GRAPHIC SCALE**



( IN FEET )  
 1 inch = 150 ft.

**LEGEND**

- o FOUND IRON/PIPE AS NOTED
- (M) MEASURED
- (R) RECORD
- SET IRON/CAP #53088
- ⚡ DISTANCE NOT TO SCALE

BASIS OF BEARINGS: PETER D. BEAVER SURVEY DATED 21 APRIL 2004 WHICH HOLDS THE EAST LINE OF SECTION 34 AS NORTH 00°09'38" EAST.

CERTIFIED TO: THE ENTERPRISE GROUP OF JACKSON, INC.,  
 ONE JACKSON SQUARE, SUITE 1100  
 JACKSON, MI 49201

SCALE: 1 IN = 150 FT  
 DATE: 4-6-07  
 DRAWN BY: GKL  
 PROJECT NO.: 20E00417  
 PAGE: 1 OF 2



**NORTH**

I HEREBY CERTIFY THAT I HAVE SURVEYED THE PARCEL OF LAND AS ABOVE SHOWN OR DESCRIBED AND THAT THE RATIO OF CLOSURE ON THE ADJUSTED FIELD OBSERVATIONS WAS 1:5,000 OR BETTER AND THAT THIS SURVEY COMPLIES WITH ALL THE REQUIREMENTS OF P.A. 132 OF 1970, AS AMENDED.

**Feller  
 Finch**

2797 Spring Arbor Road, Suite B · Jackson, Michigan 49203

**& Associates, Inc.**

Engineers · Surveyors  
 Planners

Phone: (517) 783-0710

Fax: (517) 783-0711

www.fellerfinch.com

with additional offices located in Columbus, Delphos, and Maumee, Ohio

JACK A. SHEPARD, P.S. #53088

**CERTIFICATE OF SURVEY**  
**PART OF THE NE 1/4, SECTION 34, T2S, R1W**  
**CITY OF JACKSON, JACKSON COUNTY, MI**

PARENT PARCEL DESCRIPTION

A PARCEL OF LAND IN THE NE ¼ OF SECTION 34, T2S, R1W, CITY OF JACKSON, JACKSON COUNTY, MICHIGAN AND MORE PARTICULARLY DESCRIBED AS COMMENCING AT THE NORTHEAST CORNER OF SAID SECTION 34: THENCE S00°09'38"W 1141.31 FEET, ON THE EAST LINE OF SAID SECTION 34; THENCE N89°50'22"W 33.00 FEET, TO INTERSECTION OF THE SOUTH LINE OF NORTH STREET AND THE WEST LINE OF COOPER STREET; THENCE N89°36'04"W 129.71 FEET, ON THE SOUTH LINE OF NORTH STREET, TO THE POINT OF BEGINNING OF THIS DESCRIPTION; THENCE S00°10'48"W 660.53 FEET; THENCE N89°55'37"W 105.84 FEET; THENCE S01°54'51"W 259.81 FEET, TO THE NORTH LINE OF ARMORY COURT; THENCE S89°48'35"W 272.44 FEET ON THE NORTH LINE OF ARMORY COURT TO THE EAST LINE OF MECHANIC STREET; THENCE N00°11'25"E 66.00 FEET, ON THE EAST LINE OF MECHANIC STREET TO THE NORTH END OF MECHANIC STREET; THENCE N88°34'39"W 394.88 FEET, TO THE EAST LINE OF THE JACKSON, LANSING & SAGINAW RAILROAD RIGHT OF WAY; THENCE N01°00'35"E 223.71 FEET, ON SAID RAILROAD RIGHT OF WAY; THENCE 265.13 FEET, ON THE ARC OF CURVE TO THE LEFT WITH A CENTRAL ANGLE OF 06°09'02", A RADIUS OF 2469.76 FEET, AND A LONG CHORD BEARING AND DISTANCE OF N01°04'17"W 265.00 FEET, ON SAID RAILROAD RIGHT OF WAY; THENCE N04°19'58"W 363.22 FEET, ON SAID RAILROAD RIGHT OF WAY TO THE SOUTH LINE OF NORTH STREET; THENCE S89°36'04"E 812.00 FEET, ON THE SOUTH LINE OF NORTH STREET, TO THE POINT OF BEGINNING, CONTAINING 15.37 ACRES.

NEW PARCEL DESCRIPTION

A PARCEL OF LAND IN THE NE ¼ OF SECTION 34, T2S, R1W, CITY OF JACKSON, JACKSON COUNTY, MICHIGAN AND MORE PARTICULARLY DESCRIBED AS COMMENCING AT THE NORTHEAST CORNER OF SAID SECTION 34: THENCE S 00°09'38"W 1141.31 FEET (REC 1141.27), ON THE EAST LINE OF SAID SECTION 34; THENCE N89°50'22"W 33.00 FEET, TO INTERSECTION OF THE SOUTH LINE OF NORTH STREET AND THE WEST LINE OF COOPER STREET; THENCE N89°36'04"W 129.71 FEET, ON THE SOUTH LINE OF NORTH STREET; THENCE S00°10'48"W 660.53 FEET; THENCE N89°55'37"W 105.84 FEET TO THE POINT OF BEGINNING OF THIS DESCRIPTION; THENCE S01°54'51"W 259.81 FEET; THENCE S89°48'35"W 272.44 FEET; THENCE N00°11'25"E 210.22 FEET; THENCE 78.25 FEET, ALONG A NON-TANGENT CURVE TO THE LEFT WITH A CENTRAL ANGLE OF 68°00'25", A RADIUS OF 65.92 FEET, AND A LONG CHORD BEARING AND DISTANCE OF N46°37'53"E 73.74 FEET; THENCE S89°55'37"E 226.81 FEET BACK TO THE POINT OF BEGINNING, CONTAINING 1.61 ACRES.

REMAINDER DESCRIPTION

A PARCEL OF LAND IN THE NE ¼ OF SECTION 34, T2S, R1W, CITY OF JACKSON, JACKSON COUNTY, MICHIGAN AND MORE PARTICULARLY DESCRIBED AS COMMENCING AT THE NORTHEAST CORNER OF SAID SECTION 34: THENCE S00°09'38"W 1141.31 FEET, ON THE EAST LINE OF SAID SECTION 34; THENCE N89°50'22"W 33.00 FEET, TO INTERSECTION OF THE SOUTH LINE OF NORTH STREET AND THE WEST LINE OF COOPER STREET; THENCE N89°36'04"W 129.71 FEET, ON THE SOUTH LINE OF NORTH STREET, TO THE POINT OF BEGINNING OF THIS DESCRIPTION; THENCE S00°10'48"W 660.53 FEET; THENCE N89°55'37"W 332.65 FEET; THENCE 78.25 FEET, ALONG A NON-TANGENT CURVE TO THE RIGHT WITH A CENTRAL ANGLE OF 68°00'25", A RADIUS OF 65.92 FEET, AND A LONG CHORD BEARING AND DISTANCE OF S46°37'53"W 73.74 FEET; THENCE S00°11'25"W 144.22 FEET; THENCE N88°34'39"W 394.88 FEET, TO THE EAST LINE OF THE JACKSON, LANSING & SAGINAW RAILROAD RIGHT OF WAY; THENCE N01°00'35"E 223.71 FEET, ON SAID RAILROAD RIGHT OF WAY; THENCE 265.13 FEET, ON THE ARC OF CURVE TO THE LEFT WITH A CENTRAL ANGLE OF 06°09'02", A RADIUS OF 2469.76 FEET, AND A LONG CHORD BEARING AND DISTANCE OF N01°04'17"W 265.00 FEET, ON SAID RAILROAD RIGHT OF WAY; THENCE N04°19'58"W 363.22 FEET, ON SAID RAILROAD RIGHT OF WAY TO THE SOUTH LINE OF NORTH STREET; THENCE S89°36'04"E 812.00 FEET, ON THE SOUTH LINE OF NORTH STREET, TO THE POINT OF BEGINNING, CONTAINING 13.76 ACRES.

WITNESSES TO GOVERNMENT CORNERS

EAST 1/4 CORNER SECTION 34, T2S., R1W.

\*\*FND PK NAIL IN ASPH - MATCHED WITNESSES (DID NOT EXCAVATE). LCRC CALLS FOR 4" DIA HARRISON MON.  
 NAIL/TAG SE FACE UTIL POLE N. 25° E. 58.51'  
 NW COR CONCRETE BASE OF STONE CHURCH S. 45° E. 87.12'  
 SET NAIL/TAG SE FACE UTIL POLE S. 60° E. 56.90'  
 CUT "X" ON BOLT AT UTIL POLE BASE N. 45° W. 57.43'

NORTHEAST CORNER SECTION 34, T2S., R1W.

\*\*FND 4" DIA HARRISON MON IN MON BOX. BRASS CAP STAMPED #18658  
 SE COR HOUSE FOUNDATION N. 80° W. 60.79'  
 PK NAIL WEST FACE UTIL POLE S. 15° W. 68.28'  
 SW COR BRICK HOUSE (HSE #1109) N. 80° E. 80.36'  
 SET NAIL/TAG EAST FACE UTIL POLE N. 18° W. 68.51'

SCALE: 1 IN = 150 FT  
 DATE: 4-6-07  
 DRAWN BY: GKL  
 PROJECT NO.: 20E00417  
 PAGE: 2 OF 2



I HEREBY CERTIFY THAT I HAVE SURVEYED THE PARCEL OF LAND AS ABOVE SHOWN OR DESCRIBED AND THAT THE RATIO OF CLOSURE ON THE ADJUSTED FIELD OBSERVATIONS WAS 1:5,000 OR BETTER AND THAT THIS SURVEY COMPLIES WITH ALL THE REQUIREMENTS OF P.A. 132 OF 1970, AS AMENDED.

**Feller Finch & Associates, Inc.**  
 Engineers · Surveyors  
 Planners  
 2797 Spring Arbor Road, Suite B · Jackson, Michigan 49203  
 Phone: (517) 783-0710  
 Fax: (517) 783-0711  
 www.fellerfinch.com  
 with additional offices located in Columbus, Delphos, and Maumee, Ohio

JACK A. SHEPARD, P.S. #53088

**ENVIROLOGIC  
TECHNOLOGIES, INC.**

**ATTACHMENT B**

**NOTICE OF PUBLIC HEARING**

**ENVIROLOGIC  
TECHNOLOGIES, INC.**

**ATTACHMENT C**

**NOTICE TO TAXING JURISDICTIONS**

**ENVIROLOGIC  
TECHNOLOGIES, INC.**

**ATTACHMENT D**

**RESOLUTION APPROVING A BROWNFIELD PLAN**



## Community Development

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

February 29, 2008

**TO:** William R. Ross, City Manager  
**FROM:** Carol L. Konieczki, Community Development Director  
**RE:** Resolution to Amend the 2006/2007 HOME Grant Budget

---

Jackson Affordable Housing Corporation (JAHC) has obtained a grant from the Michigan State Housing Development Authority (MSHDA) for the renovation of three homes in the Foote Hospital area. Currently, JAHC has \$30,000 remaining in the fiscal year 2006/2007 HOME budget for New Construction activities. They have requested, and Community Development staff recommends, reallocating these unused New Construction funds to Single Family Renovation activities as a partial match for the MSHDA project (see attached letter).

Community Action Agency (CAA) submitted a funding proposal request (see attached letter) for fiscal year 2008/2009 funding for New Construction activities in Partnership Park after the HOME proposal request deadline. At that time Community Development was not able to recommend funding to be awarded for the project. As a result of JAHC's request, however, Community Development has identified \$75,000 previously budgeted as a match for JAHC New Construction activities. These funds will not be utilized and Community Development staff, therefore, recommends awarding these funds to CAA for Partnership Park New Construction activities.

Attached is a resolution to amend the HOME Grant budget for fiscal year 2006/2007. This resolution will reallocate \$30,000 from JAHC New Construction to JAHC Single Family Renovation; and reallocate \$75,000 from HOME Entitlement New Construction to CAA New Construction.

Please place this item for consideration on the March 11, 2008 City Council agenda.

CLK:hls

City of Jackson, Michigan  
Resolution to Amend the 2006/2007 (Year 32) HOME Budget

Whereas, the U.S. Department of Housing and Urban Development approved HOME Programs for fiscal year 2006/2007 (Year 32); and

Whereas, the City Council previously allocated funds for New Construction HOME eligible activities; and

Whereas, the City Council desires to reallocate these funds for use in the following activities and programs; and

NOW, THEREFORE, BE IT RESOLVED, that the City Council of the City of Jackson hereby amends the subject budget as follows:

		<u>Current Budget</u>	<u>New Budget</u>	<u>Change</u>
<b>Entitlement Year 32 (2006/2007)</b>				
<u>Expense Account #</u>	<u>Account Description</u>			
287.286.032.814.008	New Construction – JAHC	\$ 45,000	\$ 15,000	\$ (30,000)
287.286.032.814.005	Single Family Renovation	37,500	67,500	30,000
287.286.032.814.009	HOME Ent – New Const	75,000	0	(75,000)
287.286.032.814.010	New Construction - CAA	0	75,000	75,000

\* \* \* \* \*

State of Michigan        }  
County of Jackson       } ss  
City of Jackson         }

I, Lynn Fessel, City Clerk in and for the City of Jackson, County and State aforesaid, do hereby certify that the foregoing is a true and complete copy of a resolution adopted by the Jackson City Council on the 11<sup>th</sup> day of March 2008.

IN WITNESS WHEREOF, I have hereto affixed my signature and the Seal of the City of Jackson, Michigan, on this 12th day of March 2008.

\_\_\_\_\_  
Lynn Fessel

City Clerk





*Improving the quality  
of life in  
Jackson area neighborhoods*

Jackson Affordable Housing Corporation

www.jacksonaffordablehousing.org

January 23, 2008

RECEIVED

JAN 24 2008

Board of Directors

Greg Shack,  
President  
*Citizens Bank*

Karen Hawley,  
Vice President  
*JTV*

Terry Willyard,  
Treasurer  
*Baker College*

Phil Fracker,  
Secretary  
*Jackson Housing Commission*

Ron Clingerman,  
Past President  
*Fifth Third Bank*

Willie Walters  
*Homeowner*

Mike Archer  
*Flagstar Bank*

Jay Hoffman  
*Julius J. Hoffman, P.C.*  
*Attorney at Law*

Judy Williams  
*Homeowner*

Rob Deno  
*LaSalle Bank*

Kathy Adams  
*Comerica Bank*

Amy Schultz  
*Foundation for a Healthy  
Community-Foote Health  
System*

Kitrina Sims  
*Homeowner*

Darlene White  
Community Development  
City of Jackson  
161 W. Michigan Avenue  
Jackson, MI 49201

Dear Ms. White:

Jackson Affordable Housing Corporation currently has \$65,474 funds remaining in the 2006/2007 HOME grant allocation for new construction (\$30,000) and renovation (\$35,474).

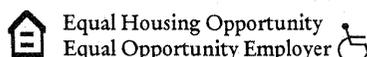
A grant has been obtained with MSHDA for \$84,000, for the renovation of three homes in the Foote Hospital area. We have anticipated utilizing these funds as partial match funds for these projects, expected to be complete by June 30, 2009.

We are therefore requesting that the new construction funds be converted to renovation funds, and that the contract (s) be extended to December 31, 2008.

Thank you for your consideration.

Sincerely,

Karen A. Jackson  
Executive Director



*Assisting people to become homeowners in Jackson County*

161 West Michigan Avenue, Jackson, Michigan 49201 517.788.4626. Facsimile 517.780.4721



# Community Action Agency

PROMOTING SELF-SUFFICIENCY



September 18, 2007

• **Jackson**

1214 Greenwood Ave.  
Jackson, MI 49203  
(517) 784-4800  
(800) 491-0004  
Fax: (517) 784-5188  
www.caajlh.org

Bill Ross, City Manager  
City of Jackson  
161 W. Michigan  
Jackson, MI 49201

Bill:

• **Lenawee**

400 W. South St.  
Adrian, MI 49221  
(517) 263-7861  
(800) 438-1845  
Fax: (517) 263-6531  
www.caajlh.org

As you may know, in May, CAA was awarded a YouthBuild grant from the US Department of Housing and Urban Development. This grant provides education and job training for high school dropouts between the ages of 16 and 24. Students attend school during the day and then work with Career Center Instructors during the evening to learn construction skills while building houses for Habitat for Humanity in the Partnership Park Neighborhood.

• **Hillsdale**

23 Care Drive  
Hillsdale, MI 49242  
(517) 437-3346  
(800) 750-9300  
Fax: (517) 437-3480  
www.caajlh.org

This project is a collaboration of many community organizations and I am writing to ask the City of Jackson to become a partner in this effort. CAA is in the process of purchasing a home at 606 S. Mechanic Street. The unit is greatly in need of repair and we would like to use it as a rehab project for the YouthBuild Program. In order to do this, CAA is asking that the City of Jackson consider us for a \$70,000 allocation of HOME funding in your next funding cycle. CAA would like to use the funding to rehab the home and return it to a single family unit. The property would then be offered to a HOME eligible family for homeownership after a 2 year lease-purchase. This allows us to increase homeownership in the neighborhood over a shorter period of time than the 15 year tax credit program; and also, as we have previously discussed, utilize the innovative lease-purchase feature that HOME funding allows.

TDD: 1-800-649-3777

The rehab project on Mechanic Street would benefit not only CAA and the City of Jackson, but also residents in the Partnership Park Neighborhood. It would decrease blight in the neighborhood by rehabbing a dilapidated housing unit, as well as providing a future home ownership opportunity for a resident in the neighborhood. Further, students in the YouthBuild Program would gain skills needed to obtain employment and have a greater opportunity for becoming self-sufficient.

We see this as a win-win for the City and the neighborhood by furthering our mutual goals of increased homeownership in affordable housing and targeted neighborhood improvement. Please feel free to call as you need further information to proceed with this request in your CDBG budgeting cycle for 2008.

Sincerely,

Marsha A. Kreucher  
Chief Executive Officer





# Community Action Agency

PROMOTING SELF-SUFFICIENCY

®

December 11, 2007

DEC 18 2007

• **Jackson**

1214 Greenwood Ave.  
Jackson, MI 49203  
(517) 784-4800  
(800) 491-0004  
Fax: (517) 784-5188  
www.caajlh.org

Bill Ross, City Manager  
City of Jackson  
161 W. Michigan  
Jackson, MI 49201

• **Lenawee**

400 W. South St.  
Adrian, MI 49221  
(517) 263-7861  
(800) 438-1845  
Fax: (517) 263-6531  
www.caajlh.org

Dear Bill,

It was good to talk with you today about opportunities for our expanding partnership. Community Action Agency has appreciated your interest in and support of neighborhood revitalization, and I think we have much to be proud of in our accomplishments to date in Partnership Park.

• **Hillsdale**

23 Care Drive  
Hillsdale, MI 49242  
(517) 437-3346  
(800) 750-9300  
Fax: (517) 437-3480  
www.caajlh.org

As we discussed, we would like to set up a meeting (or perhaps two meetings) to discuss both new and ongoing projects. We are ready to work with you to select the next targeted neighborhood for revitalization. We will pull data on the two neighborhoods we discussed prior to our meeting to help us determine the types of funding that may be available based on demographics and census data. It our hope that we can begin our work in a new neighborhood *very quietly* so that organizing work and perhaps the purchase of some properties can take place before it hits the newspaper headlines.

TDD: 1-800-649-3777

Secondly, as we also discussed, CAA is interested in applying for an allocation of the City's HOME funds to be used to further our work in the Partnership Park Neighborhood by providing development dollars for a short term lease-purchase project. They would be used as leverage in an application to MSHDA during the next funding round. We discussed the potential for this type of project last year at a Partnership Park Steering Committee meeting, but HOME funds were all allocated at that point in time. We would like to submit a proposal to you, and as you suggested, agree that a meeting to discuss the process might be a helpful beginning. We do not, however, want to miss a deadline in this process, and so would appreciate meeting as quickly as possible. Please give me a call once you figure out what dates will work for you, and we'll pull together our CAA contingent. As you know, we are unable to secure any funding from MSHDA without a match commitment from the City.

Thanks so much Bill! We look forward to our continued partnership in 2008!

Sincerely,

Marsha A. Kreucher  
Chief Executive Officer

cc. Carol Konieczki  
Kate Martin  
Toby Budd



Community Action Agency is an equal opportunity provider.



## Community Development

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

March 4, 2008

**TO:** William R. Ross, City Manager  
**FROM:** Deborah S. Stuart, Acting Community Development Director  
**RE:** **Request for Extension of Development Agreement Negotiation Timeline for Hayes Hotel Redevelopment, LLC**

---

On December 11, 2007, the City Council authorized City Staff to negotiate purchase and development agreements with the Hotel Hayes Redevelopment, LLC for the redevelopment of the property located at 228 West Michigan Avenue (Hayes Hotel) to be considered for City Council approval within 90 days. The deadline was established to assure the project stayed on track and to allow City Council an option to consider the second proposal for the property that was submitted during the Request for Proposals and Qualifications process.

Since that initial approval, City Council approved a Purchase Agreement between the parties that has been fully executed and the developer has indicated favorable responses from potential tenants that have toured the property. However, on February 22, 2008, City Staff received a letter from the developer (attached for your reference) requesting a 90-day extension to the time period established for negotiation of the agreements. This extension would allow for additional time needed to finalize the development agreement for the project. The current 90-day deadline will expire on March 11, 2008 and the extension will expire on June 9, 2008. The Developer has worked with City Staff since the initial approval and appears to be moving forward with securing the tenant and use information, required in the final development agreement.

Requested action is for the City Council to approve the request by Hotel Hayes Redevelopment, LLC to extend the negotiation time period to finalize a Development Agreement for the redevelopment of 228 West Michigan Avenue. Please place this item on the March 11, 2008 City Council Agenda for consideration.

cc: Julius Giglio, City Attorney  
Bruce Inosencio, Hotel Hayes Redevelopment, LLC  
Kyle Jansen, DDA Executive Director  
Carol Konieczki, Community Development Director

**HOTEL HAYES DEVELOPMENT, LLC**  
740 West Michigan Avenue  
Post Office Box 4033  
Jackson, Michigan 49204-4033

February 22, 2008

City of Jackson  
161 West Michigan Avenue  
Jackson, Michigan 49201

Attention: Deborah Stuart  
Economic Development Project Manager

SENT VIA EMAIL ONLY ([dstuart@cityofjackson.org](mailto:dstuart@cityofjackson.org))

**Re: 228 West Michigan Avenue  
(Hayes Commons)**

Dear Mrs. Stuart:

As you know, City Council approved the negotiation of purchase and development agreements with Hotel Hayes Development, LLC for the redevelopment of the property located at 228 West Michigan Avenue, Jackson, Michigan, at a recent City Council meeting. Although Hotel Hayes Development, LLC has been actively engaged with prospective tenants, and we are in the process of obtaining financing with a local financial institution, it does not appear that the development agreement will be completely negotiated on or before the 90 day deadline.

In light of our strenuous efforts to bring the project to fruition, we are requesting an additional 90 day period within which to negotiate a *Development Agreement*. At this time, I believe that the outlook for the project's success is still positive and I am hopeful that we will be able to negotiate a mutually beneficial *Development Agreement* with the City of Jackson within the 90 day period immediately following the existing deadline. Accordingly, our specific request of City Council would be to extend the deadline to June 9, 2008 (the 90<sup>th</sup> day after March 11, 2008).

On behalf of Hotel Hayes Development, LLC, I would like to thank City Council for its consideration in advance and I would like to extend our appreciation, once again, to your office, and to the offices of the Mayor, the City Manager, and the City Attorney for their willingness to assist in this process.

Very truly yours,



Bruce A. Inosencio, Jr., Member  
Hotel Hayes Development, LLC

BAI/cd

cc: Mr. William Ross  
Mr. Carol L. Konieczki  
Mr. Julius A. Giglio



## Community Development

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

March 4, 2008

**TO:** William R. Ross, City Manager  
**FROM:** Deborah S. Stuart, Acting Community Development Director  
**RE:** Request to Grant Relief to Jackson Affordable Housing Corporation from  
Repayment of Funds for New Construction at 814 Homewild and 1022 Homewild

The Community Development Department continues to work with Jackson Affordable Housing Corporation (JAHC) in a collaborative effort to create new housing stock in the Foote Hospital area. The development of these homes has been successful; however, the sale of the homes has not occurred as projected.

The projects at 814 Homewild and 1022 Homewild were developed through the use of HOME funds, along with Foote Hospital funds, that were made available to the City for new housing construction. With the permission of Foote Hospital, these funds were then made available to JAHC to construct the new homes. The intent was once the homes were sold, the funds would be utilized in another new home construction project. Unfortunately with the devalued housing market and the narrow pool of eligible purchasers, these homes have remained on the market for an extended period of time, despite a significant price reduction of nearly \$18,000 each.

We are pleased to report a purchase offer was recently written on 814 Homewild; however, while the properties remain vacant, JAHC incurs significant carrying costs each month and will continue to do so until they are sold. Due to this extraordinary financial burden, JAHC has approached the Community Development Department seeking assistance. There are no additional funds available to assist JAHC with administrative or program costs. The only remedy available would be to relieve JAHC from the responsibility of repayment of the funds that were to be used for other new construction projects. This would amount to a total of \$80,000: \$40,000 of HOME funds for the 814 Homewild project and \$40,000 of Foote Hospital Funds for the 1022 Homewild project. With the new housing starts in this area at an all time low, and a glut of homes on the market, the opportunity for JAHC to use these funds for additional new construction in the City is not likely.

Action requested of City Council at this time is to authorize the Mayor and City Clerk to sign all necessary documents, including an Amendment to the Development Agreement with Jackson Affordable Housing Corporation (JAHC), and to waive any repayment provision of HOME and Foote Hospital funds for 814 Homewild and 1022 Homewild. Please place this item on the City Council March 11, 2008 Agenda for consideration.

cc: Karen Jackson, Jackson Affordable Housing Corporation  
Carol Konieczki, Community Development Director



## Community Development

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

March 4, 2008

**TO:** William R. Ross, City Manager  
**FROM:** Deborah S. Stuart, Acting Community Development Director  
**RE:** Request to Forgive Owner-Occupied Rehab Loan for 215 E. Porter

---

Ms. Krystin Wheeler has been trying to sell her house at 215 East Porter over the last few months due to an impending foreclosure. She has experienced the effects of the devalued housing market and has finally had success in finding a buyer. She has accepted an offer; however, it is lower than the combined balance of the first mortgage and the City's subordinated mortgages for rehabilitation that was incurred in April 2003. Attached is a letter from Ms. Wheeler regarding her request for relief from the rehabilitation and lead hazard reduction loan she currently has with the City and the seller's settlement statement verifying the amount of the sale and first mortgage balance for your reference. If the sale is not executed and the home is foreclosed, the City would not receive any funds for repayment of the loans.

Staff's recommendation and requested action of City Council is to approve Ms. Wheeler's request to forgive the entire \$20,086.05 balance of her Owner-Occupied Rehab Loan, to forgive the existing balance of \$864.00 for the CDBG Lead Hazard Reduction Loan, and authorize City Staff to discharge both related mortgages. Please place this item on the March 11, 2008 City Council Agenda for consideration.

cc: Carol Konieczki, Community Development Director

To: Carol Konieczki  
Fax: (517) 780-4781  
From: Krystin Wheeler  
Date: March 4, 2008  
Re: Property address: 215 E. Porter, Jackson, MI 49202  
PAGES: 2 Total

March 4, 2008

Dear Ms. Konieczki,

I am requesting that this be brought to the attention of the City Council of Jackson for their approval and write-off authorization of "forgiveness" regarding the loans due to the City of Jackson. I am requesting this due to hardship purposes that I have had regarding my mortgage.

I appreciate your time and look forward to hearing from you.

Thank you,  
Krystin Wheeler  
215 E. Porter  
Jackson, MI 49202



601 South Jackson Street • P.O. Box 35 • Jackson, Michigan 49204 • (517) 788-8733 REAL ESTATE

Seller's Net Sheet Report

3/4/2008

Prepared By:

Company: The Brokerage House, Inc  
 Agent: Heidi Smith  
 Address: 601 S. Jackson  
 Jackson, MI 49203  
 Phone: 517-788-8733  
 Fax: 517-788-7436

Prepared For:

Seller: Krystin Wheeler  
 Address: 215 E. Porter  
 Jackson, MI 49202  
 County: Jackson

<b>Estimated Closing Date</b>		3/28/2008
<b>Selling Price</b>		\$67,500.00
<b>Less Existing Mortgage Payoff</b>		(\$59,040.00)
<b>Property Taxes - Calendar Year Proration (In Arrear)</b>		
Taxes Owed	\$0.00	
1st Half Tax	\$1,178.30	
2nd Half Tax	\$238.41	
88 out of 366 days in 2008 @ \$3.87 per day	\$336.76	
<b>Less Total Property Taxes</b>		(\$336.76)
<b>Sales Commission</b>		
Listing Broker	\$2,362.50	
Selling Broker	\$2,362.50	
<b>Less Total Sales Commission</b>		(\$4,725.00)
<b>Fees</b>		
Closing Fees	\$0.00	
Home Warranty	\$0.00	
Marketing Fees	\$0.00	
Revenue Stamps	\$74.25	
Transfer Tax	\$506.25	
<b>Less Total Fees</b>		(\$580.50)
<b>Less Title Insurance Premium</b>		(\$568.70)
<b>Less Cost Paid By Seller</b>		(\$4,050.00)
<b>Less Repairs</b>		(\$0.00)
<b>Miscellaneous</b>		
Pest Inspection	\$75.00	
Buyers Assistance Fee	\$295.00	
Deed Prep	\$60.00	
<b>Less Total Miscellaneous Fees</b>		(\$430.00)
<b>*Net Seller's Proceeds</b>		<b>(\$2,230.96)</b>

\_\_\_\_\_  
 Seller

\_\_\_\_\_  
 Seller

\*Please note that the figures reflected above are estimates and to be used for reference purposes only. The amount of the figures may vary and the accuracy is dependent upon several factors, including, but not limited to the location of the property, custom and the terms of the Purchase/Sales Agreement.



## Community Development

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

February 29, 2008

**TO:** William R. Ross, City Manager  
**FROM:** Carol L. Konieczki, Community Development Director  
**RE:** Award of Bid for Rehab Project at 1125 Walker

---

Rehab Specialist Cliff Winslow requested bids through the Purchasing Department for an owner-occupied Community Development rehab project at 1125 Walker. The Bid Review Committee comprised of the Rehab Coordinator (Diffenderfer), Rehab Specialist (Winslow), and Purchasing Agent (Cunningham) has analyzed the bids submitted and arrived at a recommendation on bid award.

Five completed bids were received from contractors who attended the mandatory pre-bid walk, the results of which are attached for your review. At this time, in concurrence with the Review Committee, we are requesting authorization to present to City Council the following recommendation of bid award:

<b>Project</b>	<b>Awardable Contractor</b>	<b>Amount</b>
1125 Walker	FEB Enterprises	\$20,945.00

The homeowner has been pre-qualified to receive funding through a CDBG or HOME rehab loan (\$16,170.00) for code work and (\$4,775.00) for lead work. The homeowner is responsible for repayment of these contracts; therefore, any change of bid award is subject to the acceptance/approval of the homeowner. The contractor awarded this project is required to obtain a current installation floater on its general liability policy.

Requested action is for City Council to approve the owner-occupied rehab bid award as outlined above. Please place this item on the March 11, 2008 agenda for consideration.

CLK:mlk

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

Bid Tabulation  
for  
Housing Rehabilitation  
at  
1125 Walker

					FEB Enterprises Inc. 4889 Firethorn Drive Jackson MI 49201	Bar Home Improvements 7515 Napoleon Rd. Jackson, MI 49201	EF Potter 2600 N. Hendershot Rd. Parma, MI 49269	At-A-Moments- Notice 6937 Draper Road Jackson, MI 49201	Concept Construction 1619 Cascade Court Jackson MI 49203
Item #	Description	Location	Code	Rehab Inspector Estimate	Unit Price	Unit Price	Unit Price	Unit Price	Unit Price
1	Strip & Reroof	House & Garage	C	6,000.00	5,800.00	4,750.00	4,500.00	4,500.00	5,130.00
2	Eves & Downs	House & Garage	C	800.00	600.00	600.00	800.00	800.00	518.00
3	Soffit System	House & Garage	C	900.00	1,200.00	1,295.00	600.00	1,600.00	1,230.00
4	Lead		L	400.00	300.00	100.00	1,200.00	200.00	450.00
5	Leadwork - Encapsulate Wood Surfaces		L	400.00	1,000.00	450.00	630.00	800.00	4,650.00
6	Handrail W.I.	W	C	125.00	75.00	125.00	65.00	200.00	215.00
7	Service Walk	W	C	650.00	350.00	550.00	400.00	900.00	385.00
8	Fill Cistern	S	C	100.00	250.00	120.00	95.00	150.00	210.00
9	Steel Door w/Lead Bolt	S	C	400.00	500.00	450.00	250.00	500.00	355.00
10	Lead		L	150.00	100.00	100.00	200.00	100.00	130.00
11	Garage Door	S	C	700.00	500.00	600.00	175.00	600.00	630.00
12	Lead		L	200.00	100.00	90.00	695.00	100.00	315.00
13	Top Soil	N	C	300.00	300.00	225.00	250.00	600.00	185.00
14	Vin Win (1) W (1) S	Living Room	C	700.00	600.00	550.00	350.00	500.00	540.00
15	Lead		L	200.00	75.00	100.00	350.00	200.00	200.00
16	Door	NW Bedroom	C	245.00	200.00	200.00	70.00	200.00	285.00
17	Vinyl Win (1) W (1) N	NW Bedroom	C	700.00	600.00	550.00	350.00	500.00	540.00
18	Lead		L	200.00	150.00	100.00	350.00	200.00	200.00
19	Ceiling Repair Closet	NW Bedroom	C	50.00	150.00	50.00	95.00	150.00	110.00
20	Win Windows (3) S	Dining Room	L	1,050.00	900.00	825.00	525.00	50.00	810.00
21	Lead		L	300.00	250.00	150.00	525.00	1,000.00	300.00
22	Vinyl Windows (1) E (1) S	Kitchen	L	700.00	600.00	550.00	350.00	500.00	540.00
23	Lead		L	200.00	150.00	100.00	350.00	200.00	200.00
24	Underlayment	Kitchen	C	200.00	300.00	100.00	120.00	200.00	45.00
25	Vin Sheetgoods	Kitchen	C	400.00	325.00	360.00	250.00	300.00	280.00
26	Bath Lockset	Bath	C	85.00	100.00	115.00	95.00	50.00	75.00

Bids are broken down to utilize/identify funding sources

L = Lead based paint hazard elimination work

C = Code requirement repair

Bid Tabulation  
for  
Housing Rehabilitation  
at  
1125 Walker

					FEB Enterprises Inc. 4889 Firethorn Drive Jackson MI 49201	Bar Home Improvements 7515 Napoleon Rd. Jackson, MI 49201	EF Potter 2600 N. Hendershot Rd. Parma, MI 49269	At-A-Moments- Notice 6937 Draper Road Jackson, MI 49201	Concept Construction 1619 Cascade Court Jackson MI 49203
Item #	Description	Location	Code	Rehab Inspector Estimate	Unit Price	Unit Price	Unit Price	Unit Price	Unit Price
27	Vin Win Frosted	Bath	L	375.00	300.00	305.00	175.00	250.00	270.00
28	Lead		L	100.00	75.00	50.00	175.00	100.00	100.00
29	Paint	Bath	C	250.00	350.00	157.00	130.00	200.00	155.00
30	Vin Win (1) N	NE Bedroom	C	350.00	300.00	275.00	175.00	250.00	270.00
31	Lead		L	100.00	75.00	50.00	175.00	100.00	100.00
32	Passage Set	NE Bedroom	C	75.00	100.00	115.00	65.00	50.00	95.00
33	Passage Set Closet	Hall	C	75.00	50.00	60.00	65.00	50.00	75.00
34	Tuckpoint Chimney	Basement	C	75.00	20.00	40.00	130.00	30.00	115.00
35	Lead Clearance Test	All	L	650.00	700.00	600.00	695.00	650.00	800.00
36	Plumbing		C	2,000.00	2,000.00	3,925.00	3,825.00	4,000.00	3,825.00
37	Electrical		C	2,000.00	1,500.00	2,285.00	2,105.00	3,200.00	2,185.00
	Total			22,205.00	20,945.00	21,067.00	21,355.00	23,980.00	26,518.00
			C	17,180.00	16,170.00	17,497.00	14,960.00	19,530.00	17,453.00
			L	5,025.00	4,775.00	3,570.00	6,395.00	4,450.00	9,065.00

Bids are broken down to utilize/identify funding sources

L = Lead based paint hazard elimination work

C = Code requirement repair



## Community Development

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

February 28, 2008

**TO:** William R. Ross, City Manager  
**FROM:** Carol L. Konieczki, Community Development Director  
**RE:** Award of Bid for Rehab Project at 1508 E. North

---

Rehab Specialist Cliff Winslow requested bids through the Purchasing Department for an owner-occupied Community Development rehab project at 1508 E. North. The Bid Review Committee comprised of the Rehab Coordinator (Diffenderfer), Rehab Specialist (Winslow), and Purchasing Agent (Cunningham) has analyzed the bids submitted and arrived at a recommendation on bid award.

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

<b>Project</b>	<b>Awardable Contractor</b>	<b>Amount</b>
1508 E. North	E. F. Potter	\$27,903.00

The homeowner has been pre-qualified to receive funding through a CDBG or HOME rehab loan (\$20,000.00) for code work and (\$6,810.00) for lead work. The homeowner will provide outside funding in the amount of \$1,093.00 to cover the costs over the amount available through our rehab loan program. The homeowner is responsible for repayment of these contracts; therefore, any change of bid award is subject to the acceptance/approval of the homeowner. The contractor awarded this project is required to obtain a current installation floater on its general liability policy.

Requested action is for City Council to approve the owner-occupied rehab bid award as outlined above. Please place this item on the March 11, 2008 agenda for consideration.

CLK:mlk

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

Bid Tabulation  
for  
Housing Rehabilitation  
at  
1508 E. North

					EF Potter	Bar Home Improvements	Concept Construction	At-A-Moments-Notice	Harrison Builders LLC	Hartman Construction LLC	Scott Fredrickson Construction Corp.
					2600 N. Hendershot Rd. Parma, MI 49269	7515 Napoleon Rd. Jackson, MI 49201	1619 Cascade Ct. Jackson, MI 49203	6937 Draper Road Jackson, MI 49201	916 Homewild Jackson, MI 49201	111Lincoln St. Hudson, MI 49247	13339 Nelson Bath, MI 48808
Item #	Description	Location	Code	Rehab Inspector Estimate	Unit Price	Unit Price	Unit Price	Unit Price	Unit Price	Unit Price	Unit Price
1	Strip & Reroof House	All	C	5,400.00	5,100.00	4,800.00	4,675.00	4,500.00	7,200.00	5,500.00	6,290.00
2	Eves and Downs House	All	C	800.00	720.00	540.00	477.00	700.00	630.00	700.00	755.00
3	Soffit System House	All	C	800.00	600.00	1,562.00	445.00	900.00	1,000.00	800.00	2,715.00
4	Lead		L	400.00	1,000.00	100.00	840.00	100.00	400.00	400.00	300.00
5	Siding Repair House	All	C	800.00	600.00	150.00	250.00	300.00	200.00	300.00	780.00
6	Paint House	All	C	3,200.00	1,600.00	2,068.00	4,450.00	3,500.00	3,500.00	5,200.00	8,700.00
7	Growth Removal	House & Garage	C	275.00	430.00	300.00	245.00	75.00	150.00	200.00	145.00
8	Cellar Windows w/Win Wells 1 W 2 E	Basement	C	400.00	300.00	930.00	400.00	750.00	900.00	510.00	950.00
9	Lead		L	225.00	750.00	225.00	475.00	300.00	210.00	150.00	70.00
10	Repair Comb Doors	E & S	C	100.00	130.00	50.00	95.00	100.00	100.00	60.00	110.00
11	New Steps & Railing	North Deck	C	475.00	960.00	450.00	215.00	650.00	300.00	100.00	330.00
12	Paint House	Garage	C	800.00	300.00	322.00	750.00	800.00	1,000.00	300.00	1,200.00
13	Lead		L	400.00	600.00	816.00	610.00	200.00	200.00	1,700.00	240.00
14	Garage Door	Garage	C	675.00	200.00	550.00	875.00	500.00	500.00	700.00	540.00
15	Lead		L	200.00	600.00	90.00	105.00	300.00	150.00	300.00	95.00
16	Smoke Det (3)	Upstairs Stairway, N Bedroom, Basement	C	60.00	90.00	60.00	105.00	75.00	90.00	100.00	110.00
17	Vinyl Win (1) E	Living Room	C	350.00	100.00	275.00	220.00	250.00	300.00	260.00	260.00
18	Lead		L	100.00	300.00	50.00	160.00	100.00	70.00	110.00	45.00
19	Vinyl Win (1) E (1) N	Dining Room	C	700.00	200.00	550.00	300.00	500.00	600.00	575.00	515.00
20	Lead		L	200.00	600.00	100.00	440.00	200.00	140.00	220.00	85.00
21	Ceiling Repair	Dining Room	C	100.00	60.00	60.00	75.00	50.00	100.00	50.00	95.00
22	Underlayment	Kitchen	C	250.00	150.00	125.00	75.00	200.00	200.00	210.00	220.00

Bids are broken down to utilize/identify funding sources

L = Lead based paint hazard elimination work

C = Code requirement repair

Bid Tabulation  
for  
Housing Rehabilitation  
at  
1508 E. North

					EF Potter	Bar Home Improvements	Concept Construction	At-A-Moments-Notice	Harrison Builders LLC	Hartman Construction LLC	Scott Fredrickson Construction Corp.
					2600 N. Hendershot Rd. Parma, MI 49269	7515 Napoleon Rd. Jackson, MI 49201	1619 Cascade Ct. Jackson, MI 49203	6937 Draper Road Jackson, MI 49201	916 Homewild Jackson, MI 49201	111Lincoln St. Hudson, MI 49247	13339 Nelson Bath, MI 48808
Item #	Description	Location	Code	Rehab Inspector Estimate	Unit Price	Unit Price	Unit Price	Unit Price	Unit Price	Unit Price	Unit Price
23	Sheetgoods	Kitchen	C	325.00	450.00	480.00	485.00	350.00	550.00	300.00	1,120.00
24	Drywall Ceiling	Kitchen	C	400.00	288.00	280.00	345.00	450.00	300.00	250.00	420.00
25	Paint House	Kitchen	C	225.00	130.00	399.00	225.00	250.00	400.00	300.00	870.00
26	Patch Plaster	Bath	C	50.00	65.00	75.00	55.00	150.00	100.00	50.00	195.00
27	Underlayment	Bath	C	100.00	60.00	50.00	25.00	200.00	100.00	100.00	110.00
28	Sheetgoods	Bath	C	150.00	125.00	200.00	155.00	200.00	250.00	150.00	520.00
29	Paint	Bath	C	200.00	100.00	190.00	110.00	250.00	250.00	150.00	335.00
30	Handrail	Upstairs Stairway	C	75.00	85.00	75.00	115.00	100.00	85.00	130.00	95.00
31	Vinyl Window (1) W	Upstairs Stairway W	L	350.00	50.00	275.00	220.00	250.00	300.00	280.00	255.00
32	Lead		L	100.00	300.00	50.00	160.00	100.00	70.00	115.00	35.00
33	New Door	Upstairs Bath	L	265.00	50.00	150.00	110.00	200.00	120.00	245.00	190.00
34	Lead		L	100.00	100.00	50.00	220.00	100.00	140.00	125.00	35.00
35	Vinyl Win (1) W	Upstairs Bath	C	350.00	50.00	275.00	220.00	250.00	300.00	310.00	255.00
36	Lead		L	100.00	250.00	50.00	160.00	100.00	70.00	115.00	40.00
37	Underlayment	Upstairs Bath	C	175.00	65.00	50.00	25.00	200.00	100.00	120.00	120.00
38	Sheetgoods	Upstairs Bath	C	225.00	135.00	200.00	110.00	200.00	250.00	170.00	490.00
39	Paint	Upstairs Bath	C	250.00	110.00	190.00	110.00	200.00	250.00	320.00	335.00
40	Lead		L	50.00	50.00	50.00	45.00	100.00	100.00	250.00	95.00
41	Heat for Upstairs Bath	Upstairs Bath	C	275.00	320.00	475.00	450.00	300.00	300.00	500.00	180.00
42	Vinyl Win (1) N (1) E	NE Bedroom	C	700.00	125.00	550.00	340.00	500.00	600.00	600.00	515.00
43	Lead		L	200.00	600.00	100.00	400.00	200.00	140.00	225.00	70.00
44	Drywall Ceiling w/	NE Bedroom	C	250.00	130.00	196.00	110.00	350.00	200.00	350.00	225.00

Bids are broken down to utilize/identify funding sources  
L = Lead based paint hazard elimination work  
C = Code requirement repair

Bid Tabulation  
for  
Housing Rehabilitation  
at  
1508 E. North

					EF Potter	Bar Home Improvements	Concept Construction	At-A-Moments-Notice	Harrison Builders LLC	Hartman Construction LLC	Scott Fredrickson Construction Corp.
					2600 N. Hendershot Rd. Parma, MI 49269	7515 Napoleon Rd. Jackson, MI 49201	1619 Cascade Ct. Jackson, MI 49203	6937 Draper Road Jackson, MI 49201	916 Homewild Jackson, MI 49201	111Lincoln St. Hudson, MI 49247	13339 Nelson Bath, MI 48808
Item #	Description	Location	Code	Rehab Inspector Estimate	Unit Price	Unit Price	Unit Price	Unit Price	Unit Price	Unit Price	Unit Price
45	Reglaze Win (1) N	N Bedroom	C	75.00	35.00	75.00	35.00	100.00	100.00	25.00	90.00
46	Ceiling Repair	N Bedroom	C	125.00	130.00	432.00	48.00	250.00	100.00	50.00	130.00
47	Patch Plaster	N Bedroom	C	25.00	65.00	50.00	35.00	75.00	50.00	20.00	65.00
48	Vinyl Win (1) E (1) S	S Bedroom	C	700.00	60.00	550.00	340.00	500.00	600.00	560.00	515.00
49	Lead		L	200.00	600.00	100.00	300.00	200.00	140.00	225.00	85.00
50	Bedroom Lockset	S Bedroom	C	65.00	65.00	60.00	75.00	50.00	65.00	65.00	85.00
51	Rehang Door	Basement	C	45.00	65.00	75.00	55.00	50.00	65.00	100.00	50.00
52	Lead Door Jam		L	50.00	20.00	90.00	35.00	50.00	65.00	75.00	25.00
53	Lead work - stairs,		L	300.00	95.00	250.00	235.00	200.00	300.00	300.00	260.00
54	Door S. Room	Basement	L	265.00	30.00	150.00	220.00	200.00	120.00	200.00	200.00
55	Lead Door Jam		L	100.00	120.00	75.00	110.00	100.00	140.00	100.00	50.00
56	Lead Clearance Test		L	650.00	695.00	600.00	880.00	650.00	650.00	695.00	1,440.00
57	Plumbing		C	2,600.00	4,770.00	4,970.00	4,770.00	4,800.00	4,870.00	4,770.00	5,245.00
58	Electrical		C	2,500.00	2,125.00	2,425.00	2,225.00	3,226.00	2,325.00	2,300.00	2,450.00
	Total			29,325.00	27,903.00	28,485.00	29,840.00	30,501.00	32,505.00	33,085.00	41,745.00
			C	25,070.00	21,093.00	25,114.00	24,115.00	26,851.00	28,980.00	27,255.00	38,130.00
			L	4,255.00	6,810.00	3,371.00	5,725.00	3,650.00	3,525.00	5,830.00	3,615.00

Bids are broken down to utilize/identify funding sources  
L = Lead based paint hazard elimination work  
C = Code requirement repair



## Community Development

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

February 28, 2008

**TO:** William R. Ross, City Manager  
**FROM:** Carol L. Konieczki, Community Development Director  
**RE:** Award of Bid for Rehab Project at 619 St. Clair

---

Rehab Specialist Cliff Winslow requested bids through the Purchasing Department for an owner-occupied Community Development rehab project at 619 St. Clair. The Bid Review Committee comprised of the Rehab Coordinator (Diffenderfer), Rehab Specialist (Winslow), and Purchasing Agent (Cunningham) has analyzed the bids submitted and arrived at a recommendation on bid award.

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

<b>Project</b>	<b>Awardable Contractor</b>	<b>Amount</b>
619 St. Clair	E. F. Potter	\$60,880.00

The homeowner has been pre-qualified to receive funding through a CDBG or HOME rehab loan (\$20,000.00) for code work and (\$24,265.00) for lead work. The homeowner has also been approved for a PIP loan in the amount of \$16,615.00 to cover the costs over the amount available through our rehab loan program. The homeowner is responsible for repayment of these contracts; therefore, any change of bid award is subject to the acceptance/approval of the homeowner. The contractor awarded this project is required to obtain a current installation floater on its general liability policy.

Requested action is for City Council to approve the owner-occupied rehab bid award as outlined above. Please place this item on the March 11, 2008 agenda for consideration.

CLK:mlk

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

Bid Tabulation  
for  
Housing Rehabilitation  
at  
619 St. Clair

Item #	Description	Location	Code	Rehab Inspector Estimate	EF Potter	At-A-Moments-Notice	Harrison Builders LLC	Bar Home Improvements	Success Enterprise	Concept Construction
					2600 N. Hendershot Rd. Parma, MI 49269	6937 Draper Road Jackson, MI 49201	916 Homewild Jackson, MI 49201	7515 Napoleon Rd. Jackson, MI 49201	2808 S Mill Iron Rd Muskegon Mi 49444	1619 Cascade Court Jackson MI 49203
					Unit Price	Unit Price	Unit Price	Unit Price	Unit Price	Unit Price
1	Gutterwork	All	I	850.00	880.00	690.00	770.00	501.00	1,100.00	570.00
2	Vinyl Siding	All	C	8,900.00	2,700.00	8,000.00	2,860.00	7,160.00	10,000.00	9,140.00
3	Lead		L		6,300.00	500.00	7,000.00	500.00	2,600.00	3,460.00
4	Soffit System	All	C	1,400.00	375.00	1,000.00	300.00	900.00	4,000.00	1,265.00
5	Lead		L		1,000.00	200.00	1,000.00	200.00	450.00	480.00
6	Sidewalk Repair	N	C	375.00	260.00	100.00	150.00	75.00	70.00	165.00
7	Lead, remove, replace top soil, 36" W 6" D	All	L	800.00	360.00	600.00	600.00	1,000.00	1,000.00	1,455.00
8	Treated Entry Steps	W	C	50.00	120.00	100.00	450.00	200.00	170.00	365.00
9	Vinyl Siding	Garage	C	1,800.00	450.00	1,500.00	200.00	1,060.00	1,800.00	1,518.00
10	Lead		L		1,200.00	120.00	1,560.00	150.00	400.00	576.00
11	Soffit System	Garage	C	600.00	150.00	400.00	20.00	507.00	600.00	526.00
12	Lead		L		450.00	100.00	500.00	150.00	200.00	192.00
13	Vinyl Windows (2)	Garage	C	800.00	200.00	500.00	100.00	600.00	600.00	480.00
14	Lead		L	200.00	600.00	160.00	550.00	200.00	100.00	290.00
15	Steel Door - East	Garage	C	450.00	120.00	400.00	50.00	425.00	500.00	325.00
16	Lead		L	100.00	400.00	100.00	500.00	125.00	75.00	185.00
17	Close Garage Door - Left	N	C	175.00	75.00	175.00	50.00	190.00	300.00	100.00
18	Lead		L	50.00	120.00	50.00	300.00	100.00	75.00	110.00
19	Steel Garage Door - Right	N	C	750.00	120.00	600.00	50.00	550.00	750.00	629.00
20	Lead		L	150.00	650.00	50.00	600.00	190.00	75.00	145.00
21	Drywall - Walls & Ceilings	E/W Foyer	C	1,000.00	432.00	750.00	800.00	473.00	500.00	925.00
22	Rehang Door	South Foyer	C	150.00	95.00	50.00	100.00	150.00	100.00	110.00
23	Lead - baseboard, window and door trim where missing	All	L	600.00	120.00	750.00	200.00	4,320.00	4,500.00	1,618.00
24	Lead - Replace door jams	E. Foyer	L	600.00	35.00	75.00	200.00	110.00	125.00	105.00
25	Drywall - Walls & Ceilings	Living Room	C	1,000.00	426.00	995.00	1,100.00	1,048.00	700.00	1,450.00
26	Steel Door	W Living Room	L	450.00	120.00	450.00	50.00	425.00	500.00	325.00
27	Lead		L	150.00	465.00	100.00	500.00	190.00	75.00	185.00
28	Vinyl Windows (1)	W Living Room	C	400.00	75.00	250.00	75.00	225.00	300.00	240.00

Bids are broken down to utilize/identify funding sources

L = Lead based paint hazard elimination work

C = Code requirement repair

Bid Tabulation  
for  
Housing Rehabilitation  
at  
619 St. Clair

Item #	Description	Location	Code	Rehab Inspector Estimate	EF Potter	At-A-Moments-Notice	Harrison Builders LLC	Bar Home Improvements	Success Enterprise	Concept Construction
					2600 N. Hendershot Rd. Parma, MI 49269	6937 Draper Road Jackson, MI 49201	916 Homewild Jackson, MI 49201	7515 Napoleon Rd. Jackson, MI 49201	2808 S Mill Iron Rd Muskegon Mi 49444	1619 Cascade Court Jackson MI 49203
					Unit Price	Unit Price	Unit Price	Unit Price	Unit Price	Unit Price
29	Lead		L	200.00	300.00	80.00	250.00	100.00	50.00	145.00
30	Close Door	S Living Room	C	150.00	60.00	50.00	10.00	100.00	50.00	40.00
31	Lead		L	25.00	120.00	50.00	100.00	100.00	10.00	35.00
32	Drywall - Walls & Ceilings	Dining Room	C	1,000.00	433.00	1,460.00	1,100.00	738.00	700.00	1,267.00
33	Vinyl Windows (2) W	Dining Room	L	800.00	150.00	500.00	100.00	450.00	600.00	480.00
34	Lead		L	200.00	600.00	160.00	550.00	200.00	100.00	290.00
35	Lead Replace jams, door to kitchen	Dining Room	L	100.00	60.00	100.00	150.00	75.00	125.00	105.00
36	Drywall - Walls & Ceilings	Kitchen	C	1,000.00	184.00	1,460.00	100.00	638.00	700.00	1,392.00
37	Lead		L	150.00	400.00	100.00	1,000.00	300.00	50.00	300.00
38	Kitchen Base Cabinets S. Wall	Kitchen	L	850.00	200.00	1,300.00	1,400.00	2,080.00	1,100.00	1,260.00
39	Lead		L	150.00	540.00	100.00	400.00	250.00	200.00	355.00
40	Wall Cabinets S Wall, W Wall	Kitchen	L	750.00	700.00	650.00	1,400.00	500.00	1,100.00	1,065.00
41	Lead		L	150.00	720.00	100.00	400.00	200.00	200.00	310.00
42	Countertop	Kitchen	C	400.00	160.00	350.00	50.00	350.00	450.00	265.00
43	Lead		L	75.00	300.00	150.00	300.00	50.00	75.00	45.00
44	Vinyl Windows (2)	Kitchen	C	800.00	120.00	500.00	100.00	450.00	600.00	480.00
45	Lead		L	200.00	600.00	160.00	550.00	200.00	100.00	290.00
46	Steel Door (1) East	Kitchen	L	450.00	160.00	450.00	50.00	425.00	500.00	325.00
47	Lead		L	150.00	300.00	100.00	550.00	190.00	75.00	185.00
48	Prehung door (2) Stairway Up	Kitchen	C	500.00	80.00	400.00	60.00	300.00	800.00	440.00
49	Lead		L	100.00	395.00	150.00	300.00	230.00	100.00	220.00
50	Underlayment	Kitchen	C	300.00	210.00	250.00	150.00	150.00	150.00	80.00
51	Vinyl Sheetgoods	Kitchen	C	500.00	500.00	700.00	500.00	800.00	600.00	560.00
52	Drywall Walls & Ceilings Upstairs Stairway		C	375.00	140.00	400.00	100.00	816.00	400.00	651.00
53	Lead		L	150.00	300.00	100.00	700.00	250.00	75.00	150.00
54	Handrail Upstairs Stairway	Upstairs Stairway	C	75.00	65.00	50.00	100.00	75.00	150.00	85.00

Bids are broken down to utilize/identify funding sources

L = Lead based paint hazard elimination work

C = Code requirement repair

Bid Tabulation  
for  
Housing Rehabilitation  
at  
619 St. Clair

Item #	Description	Location	Code	Rehab Inspector Estimate	EF Potter	At-A-Moments-Notice	Harrison Builders LLC	Bar Home Improvements	Success Enterprise	Concept Construction
					2600 N. Hendershot Rd. Parma, MI 49269	6937 Draper Road Jackson, MI 49201	916 Homewild Jackson, MI 49201	7515 Napoleon Rd. Jackson, MI 49201	2808 S Mill Iron Rd Muskegon Mi 49444	1619 Cascade Court Jackson MI 49203
					Unit Price	Unit Price	Unit Price	Unit Price	Unit Price	Unit Price
55	Lead - Enclose risers, treads, upstairs stairway	Upstairs Stairway	L	150.00	130.00	300.00	200.00	300.00	400.00	145.00
56	Prehung door	Bath	C	250.00	50.00	200.00	50.00	150.00	400.00	220.00
57	Lead		L	100.00	195.00	50.00	150.00	115.00	50.00	110.00
58	Drywall - Walls & Ceilings	Bath	C	600.00	416.00	750.00	900.00	650.00	600.00	655.00
59	Vinyl Window (1) East	Bath	C	400.00	75.00	250.00	75.00	245.00	325.00	240.00
60	Lead		L	200.00	300.00	80.00	250.00	100.00	50.00	145.00
61	Paint All	Bath	C	300.00	75.00	200.00	50.00	350.00	300.00	288.00
62	Lead		L	100.00	160.00	50.00	200.00	100.00	45.00	125.00
63	Prehung door	Bath Closet	C	250.00	50.00	200.00	30.00	150.00	400.00	220.00
64	Lead		L	100.00	195.00	50.00	150.00	115.00	50.00	110.00
65	Drywall Walls & Ceilings, Close S Door	Family Room	C	1,000.00	540.00	1,200.00	1,000.00	744.00	600.00	999.00
66	Vinyl Windows (1) N	Family Room	C	400.00	75.00	250.00	75.00	225.00	300.00	240.00
67	Lead		L	200.00	300.00	65.00	250.00	100.00	50.00	145.00
68	Lead - Replace door jams W	Family Room	L	150.00	65.00	150.00	100.00	110.00	100.00	105.00
69	Drywall Ceiling	Den	C	450.00	200.00	290.00	300.00	186.00	250.00	860.00
70	Vinyl Windows (1) N (1) E	Den	C	800.00	100.00	500.00	75.00	450.00	600.00	240.00
71	Lead		L	200.00	600.00	160.00	550.00	200.00	100.00	145.00
72	Lead work - trim for south slider door	Den	L	100.00	65.00	80.00	100.00	75.00	100.00	138.00
73	Vinyl Windows (11) N (6) W	Upstairs Stairway	C	800.00	100.00	500.00	100.00	450.00	600.00	480.00
74	Lead		L	200.00	600.00	130.00	550.00	200.00	50.00	290.00
75	Patch Plaster	Upstairs Stairway and Hall	C	175.00	175.00	500.00	150.00	200.00	400.00	650.00
76	Vinyl Window (1) W	W. Bedroom	C	400.00	50.00	250.00	75.00	225.00	300.00	240.00
77	Lead		L	200.00	275.00	80.00	250.00	100.00	50.00	145.00
78	Drywall Walls	N Bedroom	C	400.00	360.00	1,100.00	800.00	458.00	500.00	1,406.00

Bids are broken down to utilize/identify funding sources

L = Lead based paint hazard elimination work

C = Code requirement repair

Bid Tabulation  
for  
Housing Rehabilitation  
at  
619 St. Clair

Item #	Description	Location	Code	Rehab Inspector Estimate	EF Potter	At-A-Moments-Notice	Harrison Builders LLC	Bar Home Improvements	Success Enterprise	Concept Construction
					2600 N. Hendershot Rd. Parma, MI 49269	6937 Draper Road Jackson, MI 49201	916 Homewild Jackson, MI 49201	7515 Napoleon Rd. Jackson, MI 49201	2808 S Mill Iron Rd Muskegon Mi 49444	1619 Cascade Court Jackson MI 49203
					Unit Price	Unit Price	Unit Price	Unit Price	Unit Price	Unit Price
79	Doors (7) (2) Bedroom W (2) Bedroom N (1) Craft Room (2) Bathroom		C	1,750.00	700.00	1,400.00	1,000.00	1,050.00	2,800.00	1,540.00
80	Lead		L	700.00	1,050.00	300.00	260.00	805.00	350.00	770.00
81	Vinyl Windows (2) N	N Bedroom	C	800.00	125.00	500.00	100.00	450.00	600.00	480.00
82	Lead		L	200.00	250.00	130.00	550.00	200.00	100.00	290.00
83	Patch Plaster Closet Walls	N Bedroom	C	50.00	75.00	250.00	30.00	50.00	50.00	65.00
84	Vinyl Windows (1) East	Craft Room	C	400.00	50.00	250.00	75.00	225.00	300.00	240.00
85	Lead		L	200.00	250.00	65.00	250.00	100.00	50.00	145.00
86	Drywall Walls	Craft Room	C	500.00	360.00	835.00	800.00	458.00	500.00	962.00
87	Patch Plaster/Closet	Craft Room	C	75.00	60.00	400.00	30.00	50.00	50.00	65.00
88	Insulation Outside Wall	Upstairs Bath	C	300.00	300.00	50.00	200.00	96.00	70.00	65.00
89	Vinyl Windows (1) East	Upstairs Bath	C	400.00	50.00	250.00	75.00	225.00	300.00	255.00
90	Lead		L	200.00	250.00	65.00	250.00	100.00	50.00	145.00
91	Drywall Walls	Upstairs Bath	C	500.00	200.00	525.00	100.00	625.00	400.00	740.00
92	Lead		L	100.00	50.00	50.00	600.00	100.00	75.00	165.00
93	Paint All	Upstairs Bath	C	350.00	175.00	200.00	50.00	400.00	300.00	324.00
94	Lead		L	100.00	50.00	50.00	200.00	100.00	50.00	65.00
95	Underlayment	Upstairs Bath	C	250.00	180.00	200.00	100.00	140.00	100.00	46.00
96	Sheetgoods	Upstairs Bath	C	350.00	180.00	250.00	300.00	480.00	400.00	252.00
97	Insulation "Exterior Walls"	S Bedroom	C	250.00	160.00	150.00	300.00	204.00	120.00	109.00
98	Drywall - Walls & Ceilings	S Bedroom	C	1,000.00	360.00	1,300.00	900.00	713.00	700.00	296.00

Bids are broken down to utilize/identify funding sources  
L = Lead based paint hazard elimination work  
C = Code requirement repair

Bid Tabulation  
for  
Housing Rehabilitation  
at  
619 St. Clair

Item #	Description	Location	Code	Rehab Inspector Estimate	EF Potter	At-A-Moments-Notice	Harrison Builders LLC	Bar Home Improvements	Success Enterprise	Concept Construction
					2600 N. Hendershot Rd. Parma, MI 49269	6937 Draper Road Jackson, MI 49201	916 Homewild Jackson, MI 49201	7515 Napoleon Rd. Jackson, MI 49201	2808 S Mill Iron Rd Muskegon Mi 49444	1619 Cascade Court Jackson MI 49203
					Unit Price	Unit Price	Unit Price	Unit Price	Unit Price	Unit Price
99	Vinyl Windows (1) W (1) Closet	S Bedroom	C	800.00	100.00	500.00	100.00	450.00	600.00	480.00
100	Lead		L	200.00	600.00	130.00	550.00	200.00	100.00	270.00
101	Prehung Door (1) S. Closet (1) Door to Bath	S Bedroom	C	500.00	100.00	400.00	60.00	300.00	800.00	440.00
102	Lead		L	150.00	360.00	100.00	300.00	230.00	100.00	220.00
103	Prehung Door, Door to	Basement	C	250.00	60.00	200.00	30.00	150.00	400.00	220.00
104	Lead		L	75.00	160.00	50.00	150.00	115.00	50.00	110.00
105	Cellar Stairs	Basement	C	475.00	260.00	600.00	500.00	450.00	400.00	362.00
106	Repair Floor as needed	Basement	C	250.00	360.00	150.00	200.00	200.00	300.00	497.00
107	New boiler system for house	All	C	12,000.00	11,084.00	12,250.00	12,700.00	13,640.00	6,400.00	11,303.00
108	Lead Clearance Test	All	L	2,000.00	695.00	600.00	950.00	975.00	3,000.00	2,385.00
109	Plumbing to Code		C	3,800.00	3,450.00	3,600.00	3,550.00	3,795.00	4,500.00	3,450.00
110	Electrical to Code		C	4,000.00	7,530.00	8,000.00	7,930.00	8,283.00	4,800.00	7,530.00
	Total			72,300.00	60,880.00	69,820.00	70,725.00	73,098.00	76,160.00	80,381.00
			I	850.00	880.00	690.00	770.00	501.00	1,100.00	570.00
			C	58,225.00	35,735.00	58,890.00	41,385.00	54,897.00	55,455.00	58,957.00
			L	13,225.00	24,265.00	10,240.00	28,570.00	17,700.00	19,605.00	20,854.00

Bids are broken down to utilize/identify funding sources  
L = Lead based paint hazard elimination work  
C = Code requirement repair



## Department of Public Services

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

February 28, 2008

**TO: Mr. William R. Ross, City Manager**

**FROM: Glenn Chinavare, Director of Public Services**

**RE: FIRST RENEWAL OF PRIVATE LOT MOWING CONTRACT**

---

On Target Maintenance of Munith, Michigan has agreed to exercise the first of two renewals of the 2007 Private Lot Mowing Contract, at the same unit prices as originally bid. The Private Lot Mowing Contract is to enforce Ordinance 99-10, sections 26-66 and 26-68, which regulates the cutting of grass and noxious weeds that exceed 12 inches in height.

The amount paid for these services was \$6,065.00 in 2007, \$22,598.00 in 2006 and \$17,218.00 in 2005. The amount paid to the contractor varies year to year, which is based on the number of complaints received. It is expected that complaints may be on the rise during 2008 due to increasing vacant properties.

The funds to cover this contract are budgeted in the General Fund, Weed Control. In conjunction with the Purchasing Agent, I recommend that the Mayor and the City Clerk be authorized to sign the appropriate contract documents for the Private Lot Mowing Contract for the estimated contract amount of \$20,582.00, *which includes a 3% increase per contract documents.*

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



## Department of Public Services

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

March 3, 2008

**TO: William R. Ross, City Manager**  
**FROM: Glenn M. Chinavare, Director of Public Services**  
**RE: Request to Purchase – Mechanics Truck**

---

The Public Works Department requests approval to purchase a 2008 GMC Sierra 3500 HD Cab and Chassis Truck from the Oakland County Cooperative Purchasing Program-Contract USCTY-1898. Red Holman Fleet and Commercial Truck Sales, Westland, Michigan provided the quote for this truck for a total price of \$21,161.00. The price for this vehicle is only in effect until March 30th, 2008.

This vehicle will replace Truck #233, a 1991 Three Quarter Ton Service Truck with 75,000 miles on it. The truck is mechanically deteriorated to the point, it is not economically feasible to repair and will be put up for auction in the fall. This vehicle is a replacement and will be configured as a Mobile Service Vehicle to provide emergency roadside response for any City of Jackson vehicle.

The funds for this vehicle purchase have been budgeted and are available in the Fiscal Year 2007/08 Motor Pool and Garage Fund. In conjunction with the Purchasing Agent, request City Council approval to purchase the Mechanics Truck from Red Holman Fleet and Commercial Truck Sales, of Westland, Michigan for the low bid price of \$21,161.00.

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



## Department of Public Services

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

March 3, 2008

**TO: William R. Ross, City Manager**  
**FROM: Glenn M. Chinavare, Director of Public Services**  
**RE: Bid Award – Skid Loader /Bobcat**

The Public Works Department requests approval to purchase a Skid Loader, Bobcat S250, from Bobcat Central Inc., of Lansing, Michigan. The Purchasing Agent received seven (7) bids on Thursday, February 21, 2008 at the Purchasing Department for the skid loader/bobcat equipment, which includes a keyless entry, high strength grapple, snow bucket and snow blade.

This bobcat will be replacing a 1999 Bobcat with 2,300 plus hours of wear on it. This piece of equipment is used daily on many different projects; including concrete, asphalt projects and snow removal in the winter months. This is an essential piece of equipment for the DPW operation, and it needs to be replaced. The following bids were received:

Bobcat Central Inc.	\$39,319.34 (Bobcat S250)
Carleton Equipment Co., Inc.	\$39,486.00 (Bobcat S250)
Southeastern Equip. Co., Inc.	\$41,906.32 (Case 440 SSL, Series 3-Tier III)
JDE Equipment Co.	\$44,802.00 (John Deere 325)
JDE Equipment Co.	\$46,707.00 (John Deere 328)
Evans Equipment Co., Inc.	\$48,667.00 (Mustang 2086)
Michigan Cat	\$50,453.67(Caterpillar 262C CAQ)

Funds for this purchase have been budgeted and are available in the Fiscal Year 2007/08 Motor Pool and Garage Fund. In conjunction with the Purchasing Agent, request City Council approval to purchase the Skid Loader/Bobcat from Bobcat Central Inc., of Lansing, Michigan for the low bid price of \$39,319.34.

cc: Margaret Cunningham, Purchasing Agent  
Lucinda Schultz, Accounting Manager  
Greg Lucas, General Foreman

**BID TABULATION  
FOR  
SKID LOADER  
FOR  
DEPARTMENT OF PUBLIC WORKS  
THURSDAY, FEBRUARY 21, 2008**

	Bobcat Central Inc. DBA Bobcat of Lansing 3237 W. Miller Lansing, MI 48911	Carleton Equipment Company, Inc. 4704 S. 29th Street Kalamazoo, MI 49048	Southeastern Equipment Company, Inc. 1776 S. Coder Holt, MI 48842	JDE Equipment Co. 651 AIS Drive SW Grand Rapids, MI 49548	JDE Equipment Co. 651 AIS Drive SW Grand Rapids, MI 49548	Evans Equipment Company, Inc. G-3283 South Dort Highway Burton, MI 48529	Michigan Cat 3259 Holt Rd. Mason, MI 48854
<b>Lump sum bid for Skid Loader per Specifications</b>	32,029.58	31,631.00	34,973.28	33,695.00	35,600.00	40,995.00	43,367.00
<b>Brand &amp; Model</b>	Bobcat S250	Bobcat S250	Case 440 SSL Series 3 - Tier III	John Deere 325	John Deere 328	Mustang 2086	Caterpillar 262C CAQ
<b>Options:</b>							
Keyless Entry	Included	650.00	No Bid	No Bid	No Bid	No Bid	No Bid
High Strength Grapple	3,514.12	3,570.00	2,720.76	3,410.00	3,410.00	3,625.00	2,416.67
Snow Bucket	1,207.37	1,050.00	1,123.75	1,797.00	1,797.00	1,195.00	1,720.00
Snow V Blade	2,568.27	2,585.00	3,088.53	5,900.00	5,900.00	2,852.00	2,950.00
<b>Total</b>	39,319.34	39,486.00	41,906.32	44,802.00	46,707.00	48,667.00	50,453.67



## City Manager's Office

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

March 4, 2008

**TO:** Honorable Mayor and City Councilmembers  
**FROM:** William R. Ross, City Manager  
**RE:** Councilmember Gaiser Travel Request

---

Councilmember Ken Gaiser has requested approval to attend an Insurance Service Office (ISO) seminar to be held in Indianapolis, IN, on March 29, 2008. The ISO is the organization that provides insurance ratings for the Fire Departments in various communities including Jackson. Chief Bosell is planning to attend this conference. Councilmember Gaiser expressed interest in attending the conference in order to acquaint himself with any changes with ISO standards, and to be able to assist the City Council in understanding how the ISO standards apply to Jackson, most particularly, if there are any changes in the Fire Department and how they might impact the ISO ratings. This request requires Council approval under both the current travel policy and the recommended policy that is being recommended by the Rules and Personnel Committee for Councilmembers.

This matter will be placed on the agenda for the March 11<sup>th</sup> City Council meeting for your consideration and approval.



111 NORTH CANAL STREET SUITE 950 CHICAGO, IL 60606-7270  
TEL: (312) 930-0070 (800) 444-4554 FAX: (312) 930-0017

## You and ISO

**A one-day seminar on what every fire chief should know and understand about ISO in your community**



**March 29, 2008  
Wayne Township Fire Department Training  
Complex  
700 North High School Road  
Indianapolis, Indiana**

The Volunteer & Combination Officers Section (VCOS) of the International Fire Chiefs Association (IFCA) and ISO will present an educational seminar — "You and ISO" — on March 29, 2008, in Indianapolis. Registration starts at 7:30 a.m., and the program runs from 8:00 a.m. to 5:00 p.m.

Join us to find out what every fire chief should know and understand about ISO in your community. Here are some of the topics we'll cover:

- ISO's Public Protection Classification (PPC) program
- the ISO rating (PPC) and the value it brings to you
- myths and misunderstandings about ISO
- meeting the challenges of your PPC rating
- best practices
- Q&A

### Registration

To register for "You and ISO," please fill out the registration form, and mail it with your check for the registration fee to:

IFCA/VCOS Registration Center  
c/o Chief Joe Florentino, VCOS Treasurer  
Little Elm Fire Department  
100 W. Eldorado Parkway  
Little Elm, TX 75068-5060

The registration fee is:

\$75 for VCOS members  
\$100 for IFCA members  
\$135 for nonmembers  
\$175 for on-site walk-ins

All fees include lunch. Space is limited, so please register early.

### **Special room rate**

We have arranged for a block of rooms for seminar attendees at:

Comfort Inn & Suites Airport West  
5855 Rockville Road  
Indianapolis, IN 46224  
Phone: 317-487-9800  
Fax: 317-487-1125

The special room rate is \$94 plus tax per night for single or double occupancy. To receive the discounted rate, reserve your room by Thursday, February 28, 2008. After that date, the hotel cannot guarantee the rate and will accommodate you depending on space availability.

For reservations, call the hotel directly at 317-487-9800. To receive the special rate, be sure to mention that you're attending the VCOS/ISO seminar when you make your reservation. Space is limited, so please book your room early.

### **Social event**

Please join us for registration and a social event at the Comfort Inn & Suites Airport West hotel from 6:00 to 8:00 p.m. on March 28.

### **For more information . . .**

. . . about seminar content, travel directions, or payment options, please contact VCOS board member Chief Larry Curl at 317-834-9730. Or send e-mail to [wtfdcurl@comcast.net](mailto:wtfdcurl@comcast.net).



# YOU AND ISO

## SEMINAR REGISTRATION

March 29<sup>th</sup>, 2008

Wayne Township Fire Department Training Complex  
700 N. High School Rd. • Indianapolis, IN



PLEASE PRINT

### 1. REGISTRATION INFORMATION:

Name: \_\_\_\_\_  
Title: \_\_\_\_\_  
IAFC Membership Number \_\_\_\_\_ VCOS Member  yes  No  
Rank (Please choose from the list of options below.):  
 Fire Chief  Chief Officer  Company Officer  
 Staff Officer  Firefighter  Firefighter/Paramedic  
 Elected Official (position) \_\_\_\_\_  
 Other \_\_\_\_\_  
Organization: \_\_\_\_\_  
Address: \_\_\_\_\_  
City State Zip: \_\_\_\_\_  
Phone Fax: \_\_\_\_\_  
E-mail: \_\_\_\_\_  
(Please complete to receive your confirmation)

### 2. REGISTRATION FEES:

(Please check applicable fee)

Before 3/28/08

VCOS Member    IAFC Member    Non Member  
 \$75                     \$100                     \$135

On-Site Walk-IN  \$175

IAFC Membership # \_\_\_\_\_

Total Registration Due (in U.S. Dollars): \$ \_\_\_\_\_

All cancellations will be charged a \$50 administrative fee.  
Cancellations after March 15<sup>th</sup> will forfeit the entire registration fee.

### 3. DEMOGRAPHIC QUESTIONS:

To help us better serve you, please answer the following:

1. Type of department:  Volunteer  Career  Airport  
 Combination  Tribal  Industrial  Military  
 Other \_\_\_\_\_

2. Size of population served

0-9,999  10,000-49,999  50,000-99,999  
 (d) 100,000-199,999  (e) 200,000 and up

### 4. HOW TO REGISTER:

Complete the registration form attach payment and  
Mail To: IAFC/ VCOS Registration Center  
Little Elm Fire Department  
100 W. Eldorado Pkwy  
Little Elm, TX 75068-5060  
C/O Chief Joe Florentino, VCOS Treasurer

### 5. PAYMENT INFORMATION:

(Registration form must accompany payment to be processed.)

Please enclose a check or money order made payable to  
"VCOS" in U.S. funds.

### 6. HOTEL ARRANGEMENTS:

**Comfort Inn & Suites Airport West**  
5855 Rockville Rd., Indianapolis, IN, US, 46224  
Phone: (317) 487-9800 Fax: (317) 487-1125

For reservations, call and request the discounted group  
rate for the VCOS / ISO Seminar. The rate is \$94.00 per  
night single/double.

Reservations must be made by February 28, 2008. After  
Feb. 28<sup>th</sup> 2008 reservations will be based on availability  
and current rate. Housing is limited so please book your  
room quickly.

### 7. TRAVEL ARRANGEMENTS:

Association Travel Concepts (ATC) has been selected as  
the official travel agency for the VCOS/ISO Seminar. As  
the official agency, ATC has negotiated discounted  
airfares and car rental rates that are lower than those  
available to the public. When making reservations with  
ATC, please indicate you are attending the VCOS/ISO  
Seminar in Indianapolis, Indiana.

To book travel: Phone: 800/458-9383

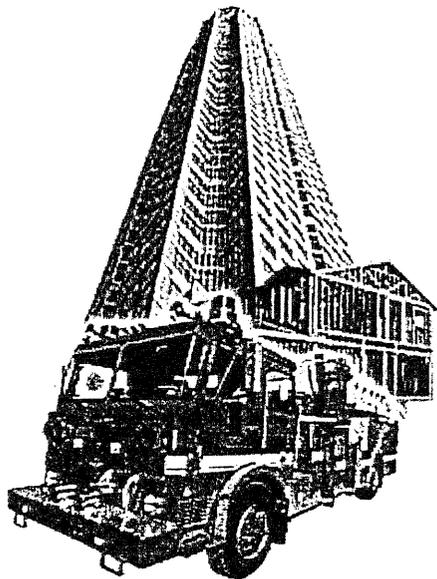
### QUESTIONS:

If you should have a question about the seminar, its  
content, travel directions, or payment options please  
contact Chief Curl by email: [wtfdcurl@comcast.net](mailto:wtfdcurl@comcast.net) or  
phone at 317-834-9730.



# ISO Mitigation Online

ISO Mitigation Home | About ISO | PPC Program | BCEGS | Order Documents | E-mail Updates | Talk to ISO Mitigation | Search



## ★ FIRE CHIEFS ONLINE ★

Fire chiefs, register for access to our password-protected private

**REGISTER NOW**

Registered users, sign in.

## ISO Mitigation Online

ISO Mitigation Online is your source for up-to-date information on community efforts to mitigate the risk of losses from fire and natural hazards.

Sponsored by ISO — a leading supplier of information about risk — this website contains a wealth of data for firefighters, building-code officials, community leaders, and other interested citizens. Here you can learn about:

### You and ISO

March 29, 2008  
Indianapolis, Indiana

The VCOS and ISO present *You and ISO* — a one-day seminar on what every fire chief should know and understand about ISO in your community.



- [ISO's Public Protection Classification \(PPC™\) program](#)
- [ISO's Building Code Effectiveness Grading Schedule \(BCEGS™\)](#)

You can also order documents that explain — and help you update — your own community's PPC code and BCEGS grading. Follow the links to:

- [Order PPC and BCEGS documents](#)
- [Request free e-mail update service](#)

### Have you made changes to your fire department or fire district?

Have you improved or changed your equipment, personnel, training, automatic aid, or other features of your public fire protection? Have the boundaries of your fire district or the locations of stations changed? ISO needs to know. Please complete ISO's [Community Outreach Questionnaire](#) and return it to your ISO [Regional Processing Center](#).

### Customized reports

Customized PPC and BCEGS reports for your community are available by mail from ISO.

The PPC report includes a list of the Needed Fire Flows for all the commercial occupancies ISO has on file for your community, as well as details of the latest ISO review of your community's fire protection services (that is, your PPC grading). The report is available, free of charge, to your community's fire chief or chief administrative official.

The BCEGS report contains details of the latest ISO review of your community's building-code adoption and enforcement services (that is, your

BCEGS grading). The report is available, free of charge, to your community's building official or chief administrative official.

Please mail your request on fire department or building department letterhead, as appropriate, or on your chief administrative official's letterhead to your ISO Regional Processing Center.



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

**DATE:** March 5, 2008  
**TO:** William R. Ross, City Manager  
**FROM:** Jon H. Dowling, P.E., City Engineer  
**RE:** Contract Award Request, Whitney from North to Porter

On March 4, 2008 bids were opened in the Purchasing Department for the Whitney Street Watermain Replacement contract. This contract is for water main replacement from North Street to Porter Street. The engineer's estimate for this work is \$359,500.15. Bids were received as follows:

Rothenberger Company, Inc., Concord	\$356,438.67
Jule Swartz and Sons Excavating, Jackson	\$361,705.56
TCI Inc. of Michigan, Eaton Rapids	\$384,005.85
Concord Excavating and Grading, Inc., Concord	\$386,207.24
Bailey Excavating, Inc., Jackson	\$391,770.70
Robert L. Johnson Construction Inc., Jackson	\$393,327.24
E.T. Mackenzie Company, Grand Ledge	\$472,088.20

In concurrence with the Purchasing Agent and the Director of Public Services, it is the recommendation of the Department of Engineering that the contract be awarded to Rothenberger Company, Inc. of Concord at their low bid of \$356,438.67. This will be paid from Water funds. With your concurrence, I request that this award be submitted to City Council for their approval and that the Mayor and City Clerk to be authorized to sign the contract documents.

If you have questions, please contact me.

JD:sls

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

**FINAL CHANGE ORDER NO. 2  
To Contract for  
Parking Lot and Court Reconstruction  
City of Jackson, Michigan**

Notice is hereby given that the following additional information and changes shall become a part of the contract documents, plans and specifications of the above-named contract.

**ORIGINAL CONTRACT AMOUNT** **\$235,341.02**

**CHANGE ORDER NO. 1 (Approved 11/13/07)** **\$ 4,047.24**

**CONTRACT AMOUNT APPROVED THROUGH CHANGE ORDER NO. 1** **\$239,388.26**

**CHANGE ORDER NO. 2** **\$231.00**

**NEW CONTRACT AMOUNT AS SET BY CHANGE ORDER NO. 2** **\$239,619.26**

**REASON FOR CHANGE:**

1. Balance quantities for final payment.

**CONTRACT COMPLETION**

The contract completion date remains the same.

---

Prepared by Troy R. White, P.E.  
Civil Engineer II, Dept of Engineering

ACCEPTED BY:

\_\_\_\_\_  
Concord Excavating and Grading, Inc.

\_\_\_\_\_  
Date

ACCEPTED BY:

\_\_\_\_\_  
Jon H. Dowling, P.E., City Engineer

\_\_\_\_\_  
Date

\_\_\_\_\_  
William R. Ross, City Manager

\_\_\_\_\_  
Date

# *City Manager's Office*

**TO:** Honorable Mayor and City Councilmembers

**FROM:** William R. Ross, City Manager

**SUBJ:** Current Affairs (Volume Five, No. 9)

**DATE:** March 6, 2008

## **Water Main Replacement Program**

You will find enclosed with this packet a copy of a memorandum from Glenn Chinavare that includes an Excel spreadsheet outlining the water main replacement program for the City of Jackson. The spreadsheet covers both water mains that have been replaced in previous years, and the plans for future water main replacement. It is interesting to note that considerable progress has been made on replacing old and undersized water mains over the past eight to ten years. However, there are still a large number of mains left that need replacement. You will need to have Excel on your computer to open this file. Excel is part of the Microsoft Office that is resident on the laptops. If you have any questions or concerns about the water main replacement program, please let me know.

## **Eagles Club Property Taxes**

There has been quite a bit of discussion in the news media about property taxes at the Eagles Club. There was a letter to the editor in the paper this week complaining that the property taxes had more than doubled in the past year. The facts do not support the allegations in that letter. The taxable value of the Eagles Club increased slightly the last two years and for the current year has decreased. There may be a misunderstanding by some persons associated with the Eagles Club related to property taxes because the Jackson School District did not get a renewal of the non-homestead levy on the ballot soon enough to have the taxes collected in the winter period last year, so there were property taxes for the non-homestead school levy collected on commercial properties both last summer and with the current tax bill. This is not a function of City activity, but relates strictly to the Jackson School District. I have included with this packet the assessment information for the Eagles Club for your review and to be helpful if you have contact from any citizens who are concerned about this issue.

## **Street Plowing and Patching**

Glenn Chinavare has informed me that the City continues to have an adequate supply of salt to meet the needs for ice and snow control. We are doing somewhat less plowing when we have light snow because the lateness of the season allows the sun to have a greater impact on melting snow during the day. We will plow if we receive heavier snowfalls. We are continuously patching potholes when weather and time permit. Phil Hones and I have been examining budget to determine if we will need to have additional funds for patching and street repairs. We believe we have identified a source of funds that will not impact the overall budget, and is appropriate to use for street repair purposes. We will continue to monitor the situation and we will make certain that street repairs are made as appropriate in order to address the consequences of the unusually difficult winter weather this year.

## **Fuel Purchases**

We have been reviewing an offer from the Jackson Transportation Authority to purchase fuel from JTA at a \$.05 per gallon markup above the cost to the Transportation Authority. Our initial analysis indicated that the City could possibly save up to \$20,000 a year by purchasing fuel from JTA. A further analysis and discussion with two local fuel suppliers has caused us to spend more time reviewing the initial analysis and proposals that have been received from the fuel suppliers. We believe in any case that the City will be able to save some money as a result of the work that has been done analyzing and working with the fuel suppliers. We also are currently leaning toward utilizing the current suppliers because their facilities are more readily accessible to the City and because they readily have available all the types of fuel the City uses. We have not completed a final analysis of this complex issue, but we wanted to let you know that we are working in every direction we can to cut costs and save resources including looking at alternatives on how we purchase fuels for our motor vehicles.

### **Office Supply Purchases**

The City, County and several of the Townships have for a number of years jointly purchased office supplies and have been able to get excellent prices for office supplies. The intergovernmental task force that the County has established as part of their strategic planning process heard a presentation by Margaret Cunningham on this program, and suggested that other governmental units in Jackson County be informed of the program. The information was made available to other governmental units. We now have almost every township in the county as well as the City of Jackson and the county involved in the office supply program. We have had several inquiries from several school districts, and anticipate that one or more school districts may join the program. This should lead to even better pricing because of volume purchases. The purchases are made through local suppliers who are able to give us better prices because of the volume that is involved in the purchasing process.

### **Elnora Moorman Mini-park**

The Parks and Recreation Department has received the preliminary plans for the Elnora Moorman Mini-park to be located at the corner of South Milwaukee and High Streets. The Parks and Recreation staff will be reviewing the plans with Ms. Moorman's family including obtaining their input on a memorial plaque to be included in the project dedicated to Ms. Moorman. We will make these plans available to the City Council once they have been reviewed with the family. If any City Councilmember is interested in reviewing the plans, Jim Parrott will be pleased to review them with you.

Thank you.

WRR:skh\WPDOCS\Bill Ross Correspondence\Current Affairs Vol. 5 No. 9 doc.doc









<b>2013/14</b>																		
	Biddle	Williams	Greenwood	4"	8"	673	5		8	1		3	1				5	
	Gorham	Ganson	North St.	6"	8"	1503	5		48	3					1	1	5	
	Van Dorn	Michigan	Burr	4"	8"	1329	3		15	2		1					3	
	Warwick Ct.	Airline	Mechainc	4"	8"	875	5		13	1		3	1				5	
	Wilson	Plymouth	End	4"	8"	863	5		13	1		3	1				5	
	Woodruff Pl.	Ganson	1st corner s	4"	8"	655	6		3	1	4		1				6	
<b>2014/15</b>																		
	Edward	Wildwood	Winthrop	6"	8"	406	5		14	1				2	1		1	5
	Fleming	Maguire	Floral	6"	8"	1425	6		14	3				2		1		6
	Jefferson	Lansing	Blackstone	6"	8"	1391	5		20	3		1					1	5
	Oakhill	Steward	West Ave.	6"	8"	1920	6		52	4		1					1	6
	Pleasant	North St.	End	6"	8"	1534	6		60	4		1					1	6
	Price	Cooper	End	4"	8"	770	5		1	2		1		1			1	5
<b>2015/16</b>																		
	Hobart	Cooper	Walker	4"	8"	510	5		3	2		1	1				1	5
	Hollywood	Cooper	End	4"	8"	286	4		5	1		1					1	4
	Johnson	Plymouth	End	4"	8"	720	4		10	1		1	1				1	4
	Larson	Cooper	End	4"	8"	276	4		4	1		1	1				1	4
	Marshall	Cooper	End	6"	8"	1538	4		6	2		1					1	4
	Myrtle	North St.	End	6"	8"	739	4		0	2				1			1	4
	State	Leroy	North St.	6"	8"	902	5		19	1	4							5
<b>2016/17</b>																		
	Adams	Lansing	Blackstone	6"	8"	1349	4		10	2		1					1	4
	Cortland	Blackstone	First	4"	8"	819	4		0	1		1		1	1			4
	Everhard	Mitchell	Biddle	4"	8"	1144	4		16	2		1					1	4
	Sulgrave	Fourth	End-Sulgra	6"	8"	1334	3		0	0		1					1	3
	Trail	Mechanic	Harris	4"	8"	1970	4		36	2		1	1					4
	Winters Ct.	Lansing	End	4"	8"	300	4		8	1		1	1				1	4
<b>2017/18</b>																		
	Center	Ganson	North St.	6"	8"	1559	3		40	2		1						3
	Cooley	Morrell	Biddle	4"	8"	445	3		6	1		1	1					3
	Demay Ct.	Steward	End	4"	8"	265	4		6	1		1	1			1		4
	Foote	Hallett	North St.	4"	8"	840	3		6	2		1	1					3
	Steward	Ganson	Lansing	6"	8"	1193	2		13	1		1						2
	Tomlinson	Pringle	Page	6"	8"	1540	3		18	1				2				3
	Woodward	Edward	A Street	4"	8"	382	3		7	1		1	1					3
<b>2018/19</b>																		
	Argyle	Cooper	Walker	4"	8"	510	4		5	2		1					1	4
	Essex La.	Glenn	End of Esse	4"	8"	399	3		1	1		1					1	3
	Homewild	Cooper	State	4"	8"	1915	3		31	1		1	1					3
	Irving	Ganson	Leroy	4"	8"	675	2		13	1		1						2
	North St.	Bennett	Lansing	4" & 6"	8"	1520	3		29	2		1						3
	Plymouth	Elizabeth	State	4"	8"	860	3		1	1		1	1					3
<b>2019/20</b>																		
	Eaton	Ganson	North St.	6"	8"	1576	2		35	2								2
	Waterloo	E. Argyle	Porter	6"	8"	2310	3		37	2		1						3
	Wisner	Ganson	North St.	6"	8"	1586	3		15	1		1		1				3





<u>Year</u>	<u>Location</u>		
<u>2001/02</u>			
	<b>Location</b>	<b>From</b>	<b>To</b>
	Trail	Blackstone	Oakhill
Complete	Hill St.	Lansing	Blackstone
Complete	Hill Place	Hill	McKinley
Complete	Spring St.	North St.	Hill
	Russel St.	Page	Sweet
	Sweet	Russel	Gorham
	Robinson St.	Kent	Francis
	Park Ave.	Michigan	Pearl
<b>In House Projects</b>	High	Tire Store	Losey
	Phillips	Seymour	Fleming
	Fleming	Phillips	Floral
	Floral	Seymour	Fleming
	Frey	State	end of Frey
<b>Cons. Proj. (50%)</b>	Francis St.	Washington	Michigan Ave.
	Washington	Francis	Otsego
	Homewild	State	Ellery
	Ellery	Homewild	Forest
	West Ave. - (950' x \$30 approx. diff - 6" to 12") - MDC		
	North St. - West Ave. to Lincoln (280' x\$40) - MDO		
	Other upgrades on West Ave. by our department - MDC		
	Other Engineering Street Projects		
<b><u>Revised 2001/02</u></b>			
	<b>Location</b>	<b>From</b>	<b>To</b>
	Trail	Blackstone	Oakhill
Complete	Hill St.	Lansing	Blackstone
Complete	Hill Place	Hill	McKinley
Complete	Spring St.	North St.	Hill
	Russel St.	Page	Sweet
	Sweet	Russel	Gorham
	<b><i>In House Projects</i></b>		
Complete	Phillips	Seymour	Fleming
Complete	Fleming	Phillips	Floral
	Floral	Seymour	Fleming
	Frey	State	end of Frey
	<b><i>12" Water Main Projectes</i></b>		
1/3 (01-02)	Homewild	State	Ellery
1/3 (01-02)	Ellery	Homewild	Forest
1/3 (01-02)	Forbes	Tyson	North St.
1/3 (01-02)	North	Forbes	Elm
	<b><i>Engineering Street Projects</i></b>		
<b>Cons. Proj. (50%)</b>	Francis St.	Washington	Michigan Ave.
	Washington	Francis	Otsego
1/3 (01-02)	Robinson St.	Kent	Francis
	West Ave. - (950' x \$30 approx. diff - 6" to 12") - MDC		
	North St. - West Ave. to Lincoln (280' x\$40) - MDO		
	Other upgrades on West Ave. by our department - MDC		
	<b><i>Started in 00/01 and finished in 01/02</i></b>		
Complete	Bennett	School	North St.
Complete	Bennett	Webb	Hallett
Complete	Hallett	Bennett	Backus
Complete	Lincoln	Webb	North St.
Page 1			
<b><u>Year</u></b>	<b><u>Location</u></b>		
<b><u>2002/03</u></b>			

	Location	From	To
	Kennedy	Ganson	End of Kennedy
	Leroy	Kennedy	Ellery
	Argyle	East	Ellery
	Howard	Argyle	Austin
	<b>12" Water Main Projectes</b>		
2/3 (02-03)	Homewild	State	Ellery
2/3 (02-03)	Ellery	Homewild	Forest
2/3 (02-03)	Forbes	Tyson	North St.
2/3 (02-03)	North	Forbes	Elm
	<b>Engineering Street Projects</b>		
2/3 (01 -02)	Robinson St.	Kent	Francis
	Hibbard	Ganson	North St.
	Norfolk	Wisner	Bowen
	Wildwood	West	Carr
	Elm	Homewild	North St.
	Other		
<b><u>Year</u></b>			
<b><u>2003/04</u></b>			
	<b>Location</b>	<b>From</b>	<b>To</b>
	North St.	Whitney	Edgewood
	Whitney	North St.	Porter
	East Ave	Homewild	Argyle
	Bates	Leroy	Blakely
	<b>Engineering Street Projects</b>		
<b><u>Year</u></b>			
<b><u>2004/05</u></b>			
	<b>Location</b>	<b>From</b>	<b>To</b>
	Brown St.	Elmwood	High
	Bush	North	End of Bush
	Seymour	Homewild	Ganson
	Loomis	Ganson	Rock
	Washington	First	Francis
	<b>Engineering Street Projects</b>		
<b><u>Year</u></b>			
<b><u>2005/06</u></b>			
	<b>Location</b>	<b>From</b>	<b>To</b>
	Grinnell	Norfolk	End of Grinnell
	Dwight	Michigan	End of Dwight
	Douglas	Third	Woodbridge
	Van Buren	Jackson	Blackstone
	Hamilton	Argyle	End (Hobart)
	Lincoln	North	End of Lincoln
	Hibbard	Ganson	South end
	Lake	Page	End of Lake
	<b>Engineering Street Projects</b>		
Page 2			
<b><u>Year</u></b>	<b>Location</b>		
<b><u>2006/07</u></b>			
	<b>Location</b>	<b>From</b>	<b>To</b>
	Burr	Cooper	Edgewood
	Waterloo	Michigan	Ganson
	Backus	Clinton	Monroe
	<b>Engineering Street Projects</b>		

<u>Year</u> <u>2007/08</u>			
	<b>Location</b>	<b>From</b>	<b>To</b>
	Lewis	Elm	End of Lewis
	Bennett	North	Clinton
	Carr	Wildwood	End of Carr
	Monroe	Blackstone	Clinton
	Stanley	Milwaukee	Francis
	<b>Engineering Street Projects</b>		
<u>Year</u> <u>2008/09</u>			
	<b>Location</b>	<b>From</b>	<b>To</b>
	Arnold	Cooper	End of Arnold
	Austin	Cooper	Whitney
	Dewey	Huron	Clinton
	Louis Glick	Jackson	End (Clinton)
	Oak	Detroit	Ganson
	Allen	Maguire	Blakley
	<b>Engineering Street Projects</b>		
<u>Year</u> <u>2009/10</u>			
	<b>Location</b>	<b>From</b>	<b>To</b>
	Orange	Leroy	End of Orange
	Wilkins	Williams	Greenwood
	Park	Burr	Ganson
	Pearl	Blackstone	W. End of Pearl
	Quarry	Park	Harris
	Maltby	Ganson	Leroy
	<b>Engineering Street Projects</b>		
<u>Year</u> <u>2010/11</u>			
	<b>Location</b>	<b>From</b>	<b>To</b>
	Woodruff Pl.	Ganson	1st. Corner S.
	Biddle	Williams	Greenwood
	Van Dorn	Michigan	Burr
	Gorham	Ganson	North St.
	Warwick Ct.	Airline	Mechanic
	Wilson	Plymouth	End of Wilson
	<b>Engineering Street Projects</b>		
Page 3			
<u>Year</u> <u>2011/12</u>		<b>Location</b>	
	<b>Location</b>	<b>From</b>	<b>To</b>
	Pleasant	North St.	End of Pleasant
	Oakhill	Steward	West Ave
	Fleming	Maguire	Floral
	Jefferson	Lansing	Blackstone
	Edward	Wildwood	Winthrop
	Price	Cooper	End of Price
	<b>Engineering Street Projects</b>		
<u>Year</u> <u>2012/13</u>			
	<b>Location</b>	<b>From</b>	<b>To</b>
	Hobart	Cooper	Walker

	Johnson	Plymouth	End of Johnson
	Myrtle	North St.	End of Myrtle
	Larson	Cooper	End of Larson
	Hollywood	Cooper	End of Hollywood
	State	Leroy	North St.
	Marshall	Cooper	End of Marshall
	West Ave	Wildwood	RR Bridge
	<b>Engineering Street Projects</b>		
<b><u>Year</u></b>			
<b><u>2013/14</u></b>			
	<b>Location</b>	<b>From</b>	<b>To</b>
	Sulgrave	Fourth	End of Sulgrave
	Trail	Mechanic	Harris
	Cortland	Blackstone	First
	Everhard	Mitchell	Biddle
	Winters Ct.	Lansing	End of Winters Ct.
	Adams	Lansing	Blackstone
	<b>Engineering Street Projects</b>		
<b><u>Year</u></b>			
<b><u>2014/15</u></b>			
	<b>Location</b>	<b>From</b>	<b>To</b>
	Center	Ganson	North St.
	Cooley	Morrell	Biddle
	Tomlinson	Pringle	Page
	Woodward	Edward	A Street
	Demay Ct.	Steward	End of Steward
	Steward	Ganson	Lansing
	Foote	Hallett	North St.
	<b>Engineering Street Projects</b>		
<b><u>Year</u></b>			
<b><u>2015/16</u></b>			
	<b>Location</b>	<b>From</b>	<b>To</b>
	Essex La.	Glenn	End of Essex La.
	Homewild	Cooper	State
	North St.	Lincoln	Lansing
	Plymouth/van Dorn	Elizabeth	State
	Irving	Ganson	Leroy
	Argyle	Cooper	Walker
	<b>Engineering Street Projects</b>		
<b><u>Year</u></b>			
<b><u>2016/17</u></b>			
	<b>Location</b>	<b>From</b>	<b>To</b>
	Waterloo	E. Argyle	Porter
	Wisner	Ganson	North St.
	Eaton	Ganson	North St.
	<b>Engineering Street Projects</b>		
<b><u>Year</u></b>			
<b><u>2017/18</u></b>			
	<b>Location</b>	<b>From</b>	<b>To</b>
	Edgewood	North St.	Maquire
	Gilbert	Ganson	North St.
	Hibbard	Wildwood	End of Hibbard
	Grovedale	Oakridge	Glenn
	Hamilin Pl	Burr	Edgewood
	Rhodes	Edgewood	Gilbert
	<b>Engineering Street Projects</b>		

<u>Year</u>			
<b><u>2018/19</u></b>			
	<b>Location</b>	<b>From</b>	<b>To</b>
	Griswold	First	Woodbridge
	Wilkins	Airline	Francis
	Addison	Merriman	Eggleston
	Airline Dr.	Prospect	South St.
	McBride	First	Fourth
	Taylor	Blackstone	Lansing
	<b><i>Engineering Street Projects</i></b>		
<u>Year</u>			
<b><u>2019/20</u></b>			
	<b>Location</b>	<b>From</b>	<b>To</b>
	Fourth	Franklin	Washington
	Monroe	Cooper	Whitney
	Garfield	First	Fourth
	Third	Michigan	Franklin
	<b><i>Engineering Street Projects</i></b>		

Hydrant Location	Static	Residual	GPM						
<b><i>The following low flow hydrants will be corrected by the Water Department</i></b>									
Horton St. 1st N of Michigan	38	24	0	In house					
Brown St N	50	40	180	Corrected					
Washington @ Francis	78	72	180	Corrected					
Water	98		50	In house					
Water & Hamburg	100	86	50	In house					
Bennett St at the school	44	34	0	Corrected					
East Ave & Plymouth	68	60	0						
Fleming St & Phillips St	62	52	0						
Hallett St & Bennett St	42	38	0						
Page Ave	0	0	0	Re check					
Trail St W	66	50	0	Corrected ??					
West Ave & Norfolk St	50	48	300	In house					
West Ave N	38	34	0	In house - check location					
West Ave N	48	42	0	In house - check location					
Hill St	70	60	0	Complete					
North St & Bennett St	42	38	0						
Higby S	64	56	175	Whats wrong here - corrected in house ?					
High @ Chittock	80	72	300	Whats wrong here - tapped off a 10 Inch main ????					
Jeffery Ct.	78	38	250						
Madison St	64	30	0	Relocate to the 12"					
Madison St	50	30	0	Relocate to the 12"					
McKinley St & Hill Pl	62	50	0	Corrected with new main on Hill Pl.					
Porter ST E	68	28	0	Whats wrong here, 8" main and 4" hyd lead?					
<b>Pringle</b>	<b>60</b>	<b>40</b>	<b>240</b>	<b>No such address - Check location with the fire department</b>					
Ridgeway @ S. Milwaukee	45	855	43	1 hyd by its self - 4" lead??					
Second	52	40	200	1 hyd by its self - 4" lead??					
Spring St	72	64	0	New main installed in 2001					
Wisner St, 1st W of Plaza Dr	52	46	30	Need a better location - check with FD					
Addison E	68	28	300	1 hyd by its self - 4" lead??					
<b>Glenn Dr.</b>	65	18	150	New booster station					
<b>Glenn Dr.</b>	58	18	220	New booster station					
<b>Glenn Dr.</b>	80	30	300	New booster station					
Dale				Main break history					

Parcel: 7-0467.1000

Owner's Name: FRATERNAL ORDER OF EAGLES

Property Address: 301 DETROIT ST

MAP #:

Cur. Class : 201 Gov. Unit: 50 UNIT '50' School: 38170 JACKSON PUBLIC  
Prev. Class: 201 Neighborhood: 405C NEIGHBORHOOD 405C

Liber/Page: Created: 02/18/2006 Split: 02/17/2006 Active

Legal Description:

0464, 0465, 0466, 0467, 0468  
LOTS 1, 2, 3, 4, 6 & 7 BLK 23 AN EXT OF  
THE VILLAGE OF JACKSONBURGH ON E SIDE OF  
GRAND RIVER KNOWN AS FORD'S EASTERN EXT

Mailing Address:

JACKSON AERIE 612  
301 DETROIT ST  
JACKSON MI 49201

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

Permit PM060220 on 01/25/2006 for \$0 category Mechanical.

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

2008 S.E.V.: 352,350	Taxable: 352,350	Lot Dimen:
2007 S.E.V.: 581,900	Taxable: 447,710	Acreage: 1.20
Zoning: C-4 (*)	Land Value: 57,499	Frontage: 0.0
PRE: 0.000%	Land Impr. Value: 25,716	Average Depth: 0.0

----- Improvement Data -----

# of Residential Buildings: 0	# of Ag. Buildings: 0
Year Built: 0	Est. TCV:
Occupancy: Single Family	Cmts:
Class: D	# of Commercial Buildings: 2
Style: TRADITIONAL	Type: Clubhouse
Exterior:	Desc:
% Good (Physical): 0	Class: C
Heating System: Forced Air w/o Ducts	Quality: Average
Electric - Amps Service: 0	Built: 1983 Remodeled: 0
# of Bedrooms: 0	Overall Building Height: 0
Full Baths: 0 Half Baths: 0	Floor Area: 17,368
Floor Area:	Sale Price/Floor Area: 0.00
Ground Area:	Est. TCV: 621,457
Garage Area:	Cmts:
Basement Area:	
Basement Walls:	
Est. TCV:	

AV

TV

2006 551,500

424,697

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



## **MEMORANDUM**

**DATE:** February 29, 2008

**TO:** William R. Ross  
City Manager

**FROM:** Matthew R. Heins  
Chief of Police

**SUBJECT:** February Manager's Report

---

Completed the first draft of the 08/09 budget.

Attended the MACP conference in Grand Rapids with A/Deputy Chief Holda and A/Lt. Simpson.

Completed putting together the Deputy Chief selection process. Interviews are scheduled for March 12, 2008.

Met with the new Jackson County Fair Director, Steve Thelen, to discuss police services for the 2008 fair.

Attended the area chief's meeting.

Met with the Attorney General's office regarding Tim Gonzalez.

Attended MAPE negotiations.

Continued with discussion regarding 12 hours shifts for the Supervisors Unit.

A/Deputy Chief Holda completed a second meeting with the mobile data computers committee. Two manufactures have been identified. Testing will begin in March.

Discussion was had with Susan Murphy regarding our records retention schedule. A/Deputy Chief Holda will begin to work on the policy for the schedule.

A/Lt. Simpson attended the Jackson Area Landlord Association meeting.

A/Lt. Simpson attended a meeting with community leaders to discuss barriers to student success.

A/Lt. Simpson attended the Ordinance Review Committee, the Domestic Violence Coordinating Council and the Human Services Coordinating Alliance.

The Special Response Team provided school violence training to staff at Jackson High School and Lumen Christi High School.

County wide DB meeting was held at the police department.

Project Safe Neighborhood meeting was held at the police department.

Lt. Kantor participated in a promotional interview board with Lansing Police Department.

School Officers working on a possible after school program at Parkside.

The test for Evidence Management Coordinator was completed. Three city employees passed the test. They will move on to the next phase of the process.

DB solved two B & Es that occurred at Dicker and Deal and Gold Crown Jewelers.

JNET will be seeking warrants for 7 subjects in heroin trafficking.