



## AGENDA- CITY COUNCIL

Tuesday, October 10, 2023

6:30 PM

Page

**1. CALL TO ORDER.**

**2. PLEDGE OF ALLEGIANCE.**

Invocation will be given by 1st Ward Councilmember Arlene Robinson.

**3. ROLL CALL.**

**4. ADOPTION OF AGENDA.**

**5. PRESENTATIONS/PROCLAMATIONS.**

5.1 Extreme Ownership

6 - 14

[EF memo and Presentation.pdf](#) 

**6. PUBLIC HEARINGS.**

**7. CITIZEN COMMENTS.**

(3-Minute Limit)

**8. PETITIONS & COMMUNICATION FROM CITY STAFF AND OTHER GOVERNMENTAL ENTITIES.**

(Accept and Place on File)

8.1 City of Jackson, Michigan Financial Statements as of and for the Two Months Ended August 31, 2023

15 - 21





[Monthly Fin Stmts 2023-08-31.pdf](#) 

8.2 Environmental Commission Minutes for 8-16-23

22 - 25



[ENVIRONMENTAL](#)

[COMMISSION\\_MINUTES\\_081623\\_APPROVED\\_092023.pdf](#) 


8.3	MLCC Acknowledgement Letter - The Kroger Co. of Michigan <a href="#">MLCC Agenda Item - Kroger.pdf</a> 	26 - 27
8.4	Major & Local Street Asphalt Patching and Padding Expenses <a href="#">DPW Major &amp; Locals Patch-Pad Memo 8-2023.pdf</a> 	28
8.5	USDA Tree Grant <a href="#">Tree grant memo.docx</a> 	29 - 30
8.6	Historic Demolition Information <a href="#">Oct 2023 Demo Report.pdf</a> 	31 - 34


## 9. CONSENT CALENDAR

### Consent Action

9.1	Minutes of the Regular Meeting of the City Council on September 26, 2023 <a href="#">CCMIN 9.26.23.pdf</a>  <i>Approve the minutes of the regular meeting of the Jackson City Council on September 26, 2023</i>	35 - 44
9.2	Halloween Trick or Treating Resolution <a href="#">Halloween RESOLUTION.docx</a>  <i>Establishing 6:00pm to 8:00 pm on Tuesday, October 31, 2023 as 'Trick or Treating' in the City of Jackson.</i>	45
9.3	Special Event Application: Giving Back to the Community <a href="#">SEA-- Giving Back.pdf</a>  <i>Approve a request from Jackson Michigan Giving Back to the Community to host their Giving Back to the Community event on October 22, 2023, on the streets of Jackson.</i>	46 - 52
9.4	Ex-officio appointment to the Racial Equity Commission <a href="#">REC Memo Appointment Bikash Jha.pdf</a>  <i>Approve the Mayors recommendation to appoint Bikash Jha to the Racial Equity Commission as an ex-officio member, to complete a term, beginning immediately and ending December 31, 2026, in concurrence with the REC recommendation.</i>	53 - 56


## 10. OTHER BUSINESS.


- 10.1 Recommendations from ad hoc committee tasked with appointed official review format.  
(approved & scheduled at 9/12/23 City Council meeting)
- 10.2 Ordinance No. 2023-10  
[Ordinance No. 2023-10.pdf](#)   
*Approve the second reading/final adoption of Ordinance 2023-10 amending Section 4.4 of Chapter 4 to accurately identify the prohibition of the keeping of venomous reptiles.*


57 - 59
- 10.3 Ordinance No. 2023-11  
[Sec. 14-42.1. Amended Ordinance for final adoption 9.27.23.docx](#)   
*Approve the second reading/final adoption of Ordinance No. 2023-11 amending Section 14-42.1 of Chapter 14, Article III, Division 2 of the City of Jackson Code of Ordinances to specify that issued certificates of compliance are transferrable.*

60 - 61

**11. NEW BUSINESS.**

- 11.1 Window Replacement at Fire Station #2  
[10-10-23 - Mercer Bid for Windows Packet.pdf](#)   
*Accept bid by R.W. Mercer for the replacement of windows at Fire Station #2 located at 1906 S. Milwaukee St. for \$86,957.*

62 - 64
- 11.2 Budget Amendment for Justice Assistance Grant  
[Budget Resolution - JAG.pdf](#)   
*Amend the 2023/2024 budget to reflect additional revenue of \$51,526 and additional expenditures by the Jackson Police Department of \$31,316 and by the Jackson County Sheriff's Office of \$20,210.*

65 - 67
- 11.3 Traffic Control Orders 2390 & 2391 - Euclid Street at Kent Street, and Mansion Street at Kent Street  
[Engineering TCOs Euclid-Kent, Mansion-Kent.pdf](#)   
*Approval of Traffic Control Orders 2390 and 2391 to remove Yield Signs at Euclid Street and Kent Street and at Mansion Street and Kent Street, replacing them with Stop Signs, and rescind Traffic Control Orders 0731 and 0360.*

68 - 72
- 11.4 Accept Grant Funds from the Michigan Department of Natural Resources

73 - 76

[State of Michigan DNR Trust Fund Acceptance Item.pdf](#) 

*Approval of a resolution to accept a 2022 matching grant in the amount of \$300,000 from the Michigan Department of Natural Resources (MDNR) Trust Fund for phase two construction of a universal design trail from S. West Avenue to the Optimist Park Shelter along the MLK Jr. Equality Trail and authorization for the Clerk to execute the appropriate documents.*

- 11.5 LifePak 15 Purchase 77 - 83

[10-10-23 - LifePak Purchase.pdf](#) 


*Approval for the purchase of two LifePak 15 monitors to be used on front line apparatus by the Jackson Fire Department. The total purchase amount of \$104,385.76 will be partially offset by Opioid Settlement revenue as shown in the FY 23/24 budget approved by the City Council.*

- 11.6 Amendment 3 to the 2020 Water Main Engineering Contract. 84 - 89

[Engineering Amendment 3 2020 Water Main Eng.pdf](#) 

*Approval of Amendment 3 to the 2020 Water Main Engineering contract with Hubbell, Roth & Clark, Inc. (HRC) of Jackson, Michigan at a not-to-exceed cost of \$559,500.00 and authorization for the City Manager and City Engineer to execute the appropriate documents.*

- 11.7 Change Order No. 1 to the Wastewater Treatment Plant and Myrtle Lift Station Improvements with Heaney General Contracting, Inc. 90 - 144

[WWTP & Myrtle Lift Station-Heaney Contract Change Order #1.pdf](#) 

*Approval of Change Order No. 1 to the Wastewater Treatment Plant and Myrtle Lift Station Improvements with Heaney General Contracting, Inc. in the increased amount of \$163,502.57 and authorize the City Manager and Director of Public Works to execute the appropriate documents.*

- 11.8 Ordinance No. 2023-12 145 - 148

[2023-12 Jackson SUO TSS Surcharge Amendment Agenda Item.pdf](#) 

*Approve the first reading and advance to a second reading/final adoption an ordinance amending Note 9 of Section 27-76.01(B)(1) of the Sewer Use Ordinance correcting the discharge amount subject to surcharge.*

- 11.9 5th Ward Appointment Process

**12. CITY COUNCILMEMBER'S COMMENTS.**

**13. MANAGER'S COMMENTS.**

**14. ADJOURNMENT.**

**MEMO TO:** Mayor and Councilmembers  
**FROM:** Jonathan Greene, City Manager  
**DATE:** October 10, 2023  
**SUBJECT:** **Extreme Ownership Training**

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The book *Extreme Ownership: How US Navy SEALs Lead and Win*, written by former Navy SEALs Jocko Willink and Leif Babin, is a guide to effective leadership based on their experiences in combat and business. The main idea of the book is that leaders must take full responsibility for everything that happens under their command, whether it is a military operation, a business project, or a personal goal. The writers founded a leadership consultancy firm called Echelon Front where they teach the lessons learned on the battlefield and how they can be applied to our everyday lives. By taking extreme ownership, leaders can avoid blaming others, learn from their mistakes, and empower their teams to succeed. Some of the benefits of extreme ownership are:

- It fosters trust and respect among team members, as they know that their leader will not throw them under the bus or make excuses for failures.
- It enables leaders to make better decisions, as they have a clear understanding of the situation, the mission, and the resources available.
- It creates a culture of accountability and excellence, as everyone strives to do their best and improve their performance.
- It allows leaders to adapt to changing circumstances, as they are willing to admit when something is not working and seek feedback and solutions.
- It inspires leaders to lead by example, as they demonstrate the qualities and behaviors that they expect from their team.

Our relationship with Echelon Front offers practical advice on how to implement extreme ownership in any organization or situation. Extreme ownership is not only a leadership principle, but also a mindset and a way of life that can help anyone achieve their goals and overcome their challenges.

<b>Previous Trainings (Budget Amt \$300,000)</b>				
	In Person Conference Events	In-person Training	Online Training	
	75,605.00	14,850.00	73,058.65	\$ 163,513.65
# of Employees	40	32	All	
<b>Planned Trainings (Budget Amt \$200,000)</b>				
	In Person Conference Events	In-person Training	Online Training	
	51,100.00	TBD	TBD	\$ 51,100.00
# of Employees	22	All	All	
				\$ 214,613.65

Our involvement with Echelon Front is creating a culture of excellence and customer satisfaction. Organizational culture is the set of values, beliefs, and behaviors that shape how a company operates and interacts with its stakeholders. It influences our vision, mission, goals, strategies, and performance. A strong organizational culture can foster a positive work environment, increase employee engagement and retention, enhance constituent satisfaction and loyalty, and drive innovation and growth. Conversely, a weak or toxic company culture can undermine our success and reputation, create conflicts and dissatisfaction among employees and customers, and hinder the company's ability to adapt and compete.

The investment in creating and improving our culture is not insignificant but will continue to pay dividends long after our actual relationship with Echelon Front ends. When we commit to growing leaders in our organization, we are ensuring we are doing all that we can to maximize taxpayer value. The work of the city is so broad and our attention to providing the highest level of services in the most cost-efficient manner demands us to build and maintain a cohesive workforce that can adapt to dynamic situations quickly. Unlike private companies, we can never go bankrupt. We can never not answer the call for service and we never close (fully) for holidays. Our work has no end. With that in mind, the decision to focus on ourselves and find ways to continually improve what we do and who we are was easy and the relationship with Echelon Front and the training, guidance, and value they have provided to the City of Jackson is immense.

**THE #1 *NEW YORK TIMES* BESTSELLER**  
**NOW WITH NEW FOREWORD AND Q&A SECTION**



**EXTREME  
OWNERSHIP**

“Implementing Extreme Ownership requires checking your ego and operating with a high degree of humility. Admitting mistakes, taking ownership, and developing a plan to overcome challenges are integral to any successful team.”

— Jocko Willink

What it means  
to us...

# How we apply Extreme Ownership to the work we do?

## City of Jackson Mission Statement:

Strive to improve the quality of life for our residents. We do this through efficient services, local leadership, financial responsibility, and community equity.

## Principles of Extreme Ownership:

- Teamwork (Cover and Move)
- Keep it Simple
- Prioritize and Execute
- Allow Others to Lead (Decentralized Command)

# What does all of this mean for our residents?

Our culture is better, and more positive.

Silos are GONE  
Departments work together for the greater good.

I'm empowered to solve problems for residents, so our response time is faster.

Communication!

## Teamwork

The solution starts with me

Criticism is an opportunity to improve.

I'm encouraged to collaborate with others to resolve issues.

## Ownership

LEAD . WIN .

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Questions?



# **City of Jackson, Michigan Financial Statements**

**As of and For the Two Months Ended August 31, 2023**

*Unaudited*

**City of Jackson, Michigan**  
**General Fund Expenditure Summary**  
**As of and For the Two Months Ended August 31, 2023**  
( Prepared on the Adopted Budget-Basis )  
*Unaudited*

Function Department	2022/23 Budget		Actual Month To Date	Actual Year To Date	Percent Spent	Variance - Favorable (Unfavorable)
	Original	Amended				
<b><u>General Government :</u></b>						
101-101 City Council	121,656	121,656	7,637	20,791	17.09%	100,865
101-103 Charter Review Committee	2,500	2,500	-	-	0.00%	2,500
101-172 City Manager	506,926	506,926	43,454	99,292	19.59%	407,634
101-191 Finance	555,688	555,688	39,459	76,472	13.76%	479,216
101-215 City Clerk	344,251	344,251	23,768	43,892	12.75%	300,359
101-228 Management Info. Services	436,693	436,693	103,710	118,662	27.17%	318,031
101-233 Purchasing	133,042	133,042	9,059	16,695	12.55%	116,347
101-253 City Treasurer	412,661	412,661	30,531	56,045	13.58%	356,616
101-254 City Income Tax	242,395	242,395	14,240	25,696	10.60%	216,699
101-257 City Assessor	501,053	501,053	37,547	68,720	13.72%	432,333
101-262 City Clerk-Elections	206,354	206,354	28,506	33,619	16.29%	172,735
101-265 City Hall & Grounds	684,161	684,161	28,566	43,742	6.39%	640,419
101-266 City Attorney	761,346	761,346	56,733	105,565	13.87%	655,781
101-270 Personnel	590,561	590,561	70,140	87,298	14.78%	503,263
101-278 Unallocated	812,434	812,434	56,361	86,547	10.65%	725,887
	<b>6,311,721</b>	<b>6,311,721</b>	<b>549,711</b>	<b>883,036</b>	<b>13.99%</b>	<b>5,428,685</b>
<b><u>Judicial:</u></b>						
101-299 Admin. Hearings Bureau	190,318	190,318	7,518	14,132	7.43%	176,186
	<b>190,318</b>	<b>190,318</b>	<b>7,518</b>	<b>14,132</b>	<b>7.43%</b>	<b>176,186</b>
<b><u>Public Safety:</u></b>						
101-301 Police	11,682,501	11,682,501	742,704	1,422,261	12.17%	10,260,240
101-311 OSHP Grant	4,642	4,642	1,720	1,720	37.05%	2,922
101-320 Consortium Training	12,500	12,500	-	-	0.00%	12,500
101-321 In Service Training	5,000	5,000	-	-	0.00%	5,000
101-340 Fire Suppression	6,003,612	6,003,612	406,509	798,663	13.30%	5,204,949
101-350 Public Safety - Unallocated	2,094,302	2,094,302	489,575	777,805	37.14%	1,316,497
	<b>19,802,557</b>	<b>19,802,557</b>	<b>1,640,508</b>	<b>3,000,449</b>	<b>15.15%</b>	<b>16,802,108</b>
<b><u>Public Works :</u></b>						
101-442 Forestry	824,212	824,212	48,386	81,105	9.84%	743,107
101-444 Sidewalk Construction	151,456	151,456	1,818	4,028	2.66%	147,428
101-445 Drains at Large	107,133	107,133	-	-	0.00%	107,133
101-450 Street Lighting	615,248	615,248	51,472	53,416	8.68%	561,832
101-455 Weed Control	96,269	96,269	12,779	15,798	16.41%	80,471
101-465 Grounds Maintenance	488,287	488,287	31,333	47,701	9.77%	440,586
101-567 Cemeteries	374,516	374,516	47,598	66,809	17.84%	307,707
101-571 Tax Property Maintenance	216,716	216,716	26,094	31,661	14.61%	185,055
101-572 Civic Affairs	121,229	121,229	7,238	12,128	10.00%	109,101
	<b>2,995,066</b>	<b>2,995,066</b>	<b>226,718</b>	<b>312,646</b>	<b>10.44%</b>	<b>2,682,420</b>
<b><u>Community &amp; Economic Development:</u></b>						
101-701 Planning	252,305	252,305	16,449	29,248	11.59%	223,057
101-728 Economic Development	147,400	147,400	35,452	35,669	24.20%	111,731
	<b>399,705</b>	<b>399,705</b>	<b>51,901</b>	<b>64,917</b>	<b>16.24%</b>	<b>334,788</b>

**City of Jackson, Michigan**  
**General Fund Expenditure Summary**  
**As of and For the Two Months Ended August 31, 2023**  
**( Prepared on the Adopted Budget-Basis )**

- Continued -

Function Department	2022/23 Budget		Actual Month To Date	Actual Year To Date	Percent Spent	Variance - Favorable (Unfavorable)
	Original	Amended				
<b><u>Recreation &amp; Culture :</u></b>						
101-752 Parks, Rec. & Grnds. Admin.	321,986	321,986	20,823	52,936	16.44%	269,050
101-758 Lt. Nixon Memorial Pool	137,729	137,729	80,509	88,255	64.08%	49,474
101-771 Parks & Facilities Maintenance	910,352	910,352	134,170	221,824	24.37%	688,528
101-803 Historical District	14,440	14,440	1,500	2,236	15.48%	12,204
101-806 Diversity, Equity & Inclusion	452,638	452,638	22,645	39,128	8.64%	413,510
	<b>1,837,145</b>	<b>1,837,145</b>	<b>259,647</b>	<b>404,379</b>	<b>22.01%</b>	<b>1,432,766</b>
<b><u>Contributions to Other Funds:</u></b>						
101-965 Contributions to Other Funds	<b>932,133</b>	<b>932,133</b>	-	-	<b>0.00%</b>	<b>932,133</b>
<b>Total General Fund Expenditures</b>	<b>32,468,645</b>	<b>32,468,645</b>	<b>2,736,003</b>	<b>4,679,559</b>	<b>14.41%</b>	<b>27,789,086</b>

**Funds consolidated with the General Fund for financial reporting purposes:**

<b>102</b>	<b>Budget Stabilization</b>	<b>20,000</b>	<b>20,000</b>	<b>-</b>	<b>-</b>	<b>0.00%</b>	<b>20,000</b>
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**Permanent Funds :**

151	Cemetery Perpetual Maint.	6,000	6,000	-	-	0.00%	6,000
155	Ella W. Sharp Endowment	30,850	30,850	-	-	0.00%	30,850
160	Lloyd E. Mount Endowment	5,600	5,600	-	-	0.00%	5,600

**Special Revenue Funds :**

202	Major Street	19,849,761	19,849,761	343,502	389,607	1.96%	19,460,154
203	Local Street	4,162,881	4,162,881	66,478	97,325	2.34%	4,065,556
208	Ella W. Sharp Park Operating	984,832	984,832	130,381	185,648	18.85%	799,184
213	Opioid Settlement Fund	118,175	118,175	-	-	0.00%	118,175
218	Affordable Housing	3,519,760	3,519,760	2,277	2,493	0.07%	3,517,267
245	Public Improvement	1,511,115	1,511,115	-	-	0.00%	1,511,115
246	Cortland St. Redev. Project	23,527	23,527	22,982	23,681	100.66%	(154)
249	Building Department	638,850	638,850	48,407	82,099	12.85%	556,751
251	Housing Code Enforcement	1,290,495	1,290,495	74,070	124,421	9.64%	1,166,074
252	Building Demolitions	1,000	194,402	-	18,820	9.68%	175,582
265	Drug Law Enforcement	16,338	16,338	1,349	2,646	16.19%	13,692
272	SAFER Grant	525,581	525,581	36,596	36,596	6.96%	488,985
273	Project Safe Neighborhoods	234,542	234,542	6,072	6,072	2.59%	228,470
275	Byrne/JAG Programs	25,000	25,000	1,024	1,024	4.10%	23,976
279	American Rescue Plan Act	75,000	75,000	2,145	2,145	2.86%	72,855
296	Recreation Activity	266,824	266,824	46,702	56,960	21.35%	209,864
297	Recreation Millage Program	623,067	623,067	74,341	135,665	21.77%	487,402

**Note 2**

**Debt Service Funds :**

308	2020 Capital Improvement D/S	223,788	223,788	-	-	0.00%	223,788
352	2017 Mich. Trans. Fund D/S	762,068	762,068	-	-	0.00%	762,068
367	2021 City Hall Refunding D/S	739,720	739,720	-	-	0.00%	739,720
385	2016 Capital Improvement D/S	145,569	145,569	-	-	0.00%	145,569
386	2018 Capital Improvement D/S	1,418,750	1,418,750	-	-	0.00%	1,418,750
389	2017 BRA TIF Refunding D/S	420,144	420,144	-	-	0.00%	420,144

**City of Jackson**  
**All Other Funds - Expenditure Summary**  
**As of and For the Two Months Ended August 31, 2023**  
**( Prepared on the Adopted Budget-Basis )**

- Continued -

Fund Type/Fund Name	2022/23 Budget		Actual Month To Date	Actual Year To Date	Percent Spent	Variance - Favorable (Unfavorable)	
	Original	Amended					
<b><u>Debt Service Funds (continued) :</u></b>							
391	2021 BRA TIF Refunding D/S	791,839	791,839	-	-	0.00%	791,839
394	2001 DDA TIF D/S	2,881,749	2,881,749	-	-	0.00%	2,881,749
395	2019 DDA TIF Refunding D/S	208,365	208,365	-	-	0.00%	208,365
<b><u>Capital Projects Funds :</u></b>							
401	Capital Projects	1,113,031	1,113,031	200,453	302,704	27.20%	810,327
402	Water Equip. and Replacemt.	7,099,234	7,099,234	139,392	171,248	2.41%	6,927,986
403	Lead Service Line Replacement	2,082,538	2,082,538	92,635	154,579	7.42%	1,927,959
404	Sanitary Sewer Maint.	663,044	663,044	31,144	53,169	8.02%	609,875
405	Sanitary Sewer Replacement	2,985,140	2,985,140	104,752	113,446	3.80%	2,871,694
406	Wastewater Equip. Replacemt.	6,228,293	6,228,293	130,053	136,001	2.18%	6,092,292
407	2022 Sewer Sys. Project Const.	5,697,802	5,697,802	418,985	423,921	7.44%	5,273,882
409	2022 Water Sys. Project Const.	16,342,000	16,342,000	40,834	42,108	0.26%	16,299,892
426	2024 MI Trans. Bonds Const. Fund	2,196,096	2,196,096	-	-	0.00%	2,196,096
488	MLK Corridor Improvemt. Authority	4,507,925	4,507,925	54,490	59,047	1.31%	4,448,878
489	Brownfield Redevelopmt. Auth.	1,804,230	1,804,230	27,004	27,740	1.54%	1,776,490
494	DDA Project	3,090,114	3,090,114	-	-	0.00%	3,090,114
<b><u>Enterprise Funds :</u></b>							
514	Auto Parking System	283,433	283,433	-	-	0.00%	283,433
518	Parking Assessment	314,981	314,981	9,978	15,362	4.88%	299,619
519	Cooper/Francis Parking Deck	283,957	283,957	2,303	3,412	1.20%	280,545
590	Sewer	16,320,273	16,320,273	642,806	1,033,361	6.33%	15,286,912
591	Water	34,209,037	34,209,037	1,084,992	1,854,429	5.42%	32,354,608
<b><u>Internal Service Funds :</u></b>							
641	Public Works Administration	472,518	472,518	28,530	48,432	10.25%	424,086
642	Engineering Administration	339,842	339,842	17,793	36,306	10.68%	303,536
643	Local Site Remed. Revolving	20,000	20,000	-	-	0.00%	20,000
661	Motor Pool and Garage	1,606,109	1,606,109	123,438	152,929	9.52%	1,453,180
676	Workers' Compensation	220,350	220,350	17,661	17,661	8.02%	202,689
677	Self-Insured Health Care	5,474,627	5,474,627	420,293	777,017	14.19%	4,697,610
<b><u>Trust &amp; Agency Funds :</u></b>							
703	County & School Tax Collection	28,400,000	28,400,000	-	-	0.00%	28,400,000
731	Employees' Retirement System	4,160,000	4,160,000	362,011	713,832	17.16%	3,446,168
732	Policemen's/Firemen's Pension	523,000	523,000	36,553	69,165	13.22%	453,835
734	Police./Fire. Pension-345	6,440,000	6,440,000	12,725	508,309	7.89%	5,931,691
736	Public Employee Health Care	29,000	29,000	-	-	0.00%	29,000
<b><u>Special Assessment Funds :</u></b>							
852	2020 Special Assessment D/S	161,190	161,190	-	-	0.00%	161,190
895	Special Assessment	2,116,337	2,116,337	-	-	0.00%	2,116,337

**City of Jackson**  
**All Funds - Revenue Summary**  
**As of and For the Two Months Ended August 31, 2023**  
**( Prepared on the Adopted Budget-Basis )**

Fund/Fund Name	2022/23 Budget		Actual Month To Date	Actual Year To Date	Percent Collected	
	Original	Amended				
<b><u>General Fund :</u></b>						
Property Taxes	11,015,617	11,015,617	6,578,299	7,697,135	69.87%	
Income Taxes	10,750,000	10,750,000	818,732	2,329,296	21.67%	
State Revenue Sharing	5,732,948	5,732,948	850,036	850,036	14.83%	
Licenses & Permits	368,015	368,015	18,589	23,912	6.50%	
Federal Grants	1,267,483	1,267,483	-	22,817	1.80%	
State Grants	5,414	5,414	24,000	24,000	443.30%	
Charges For Goods & Services	1,378,957	1,378,957	66,238	103,188	7.48%	
Fines & Forfeits	390,611	390,611	(1,896)	113,063	28.95%	
Investment Income	185,000	185,000	36,037	40,054	21.65%	
Contributions From Other Funds	101,000	101,000	2,216	2,216	2.19%	
Contributions From Local Units	12,500	12,500	-	-	0.00%	
Miscellaneous	376,695	376,695	18,551	39,226	10.41%	
Total General Fund Revenues	31,584,240	31,584,240	8,410,802	11,244,943	35.60%	
<b><u>Funds consolidated with the General Fund for financial reporting purposes:</u></b>						
<b>102</b>	<b>Budget Stabilization</b>	<b>20,000</b>	<b>20,000</b>	<b>4,711</b>	<b>4,711</b>	<b>23.56%</b>
<b><u>Permanent Funds :</u></b>						
151	Cemetery Perpetual Maint.	41,000	41,000	2,714	4,602	11.22%
155	Ella W. Sharp Endowment	30,850	30,850	-	-	0.00%
160	Lloyd E. Mount Endowment	5,600	5,600	-	-	0.00%
<b><u>Special Revenue Funds :</u></b>						
202	Major Street	19,653,590	19,653,590	378,417	378,910	1.93%
203	Local Street	3,461,459	3,461,459	117,489	117,489	3.39%
208	Ella W. Sharp Park Operating	975,450	975,450	132,193	219,100	22.46%
213	Opiod Settlement Fund	0	0	15,537	15,537	n/a
218	Affordable Housing	3,519,760	3,519,760	-	-	0.00%
245	Public Improvement	1,371,000	1,371,000	802,265	937,847	68.41%
246	Cortland St. Redev. Project	500	500	1,466	1,466	293.20%
249	Building Department	513,400	513,400	48,730	109,579	21.34%
251	Housing Code Enforcement	1,045,600	1,045,600	137,207	256,189	24.50%
252	Building Demolitions	1,000	1,000	183	183	18.30%
265	Drug Law Enforcement	20,700	20,700	97	97	0.47%
272	SAFER Grant	525,581	525,581	-	-	0.00%
273	Project Safe Neighborhood	234,542	234,542	-	-	0.00%
275	Byrne/JAG Programs	25,000	25,000	-	-	0.00%
279	American Rescue Plan Act	75,000	75,000	-	-	0.00%
296	Recreation Activity	270,250	270,250	29,182	43,779	16.20%
297	Recreation Millage Program	651,500	651,500	1,296	1,296	0.20%
<b><u>Debt Service Funds :</u></b>						
308	2020 Capital Improvement D/S	223,788	223,788	-	-	0.00%
352	2017 Mich. Trans. Fund D/S	762,068	762,068	-	-	0.00%
367	2021 City Hall Refunding D/S	708,500	708,500	461,414	528,874	74.65%
385	2016 Capital Improvement D/S	145,569	145,569	-	-	0.00%

**City of Jackson**  
**All Funds - Revenue Summary**  
**As of and For the Two Months Ended August 31, 2023**  
**( Prepared on the Adopted Budget-Basis )**

- Continued -

Fund/Fund Name	2022/23 Budget		Actual Month To Date	Actual Year To Date	Percent Collected	
	Original	Amended				
<b><u>Debt Service Funds (continued) :</u></b>						
386	2018 Capital Improvement D/S	1,418,750	1,418,750	-	-	0.00%
389	2017 BRA TIF Refunding D/S	420,144	420,144	-	-	0.00%
391	2021 BRA TIF Refunding D/S	791,839	791,839	-	-	0.00%
394	2001 DDA TIF D/S	2,881,749	2,881,749	-	-	0.00%
395	2019 DDA TIF Refunding D/S	208,365	208,365	-	-	0.00%
<b><u>Capital Projects Funds :</u></b>						
401	Capital Projects	1,113,531	1,113,531	-	-	0.00%
402	Water Equip. and Replacemt.	5,041,766	5,041,766	426,935	828,013	16.42%
403	Lead Service Line Replacement	2,913,517	2,913,517	141,106	276,315	9.48%
404	Sanitary Sewer Maintenance	663,044	663,044	49,899	71,924	10.85%
405	Sanitary Sewer Replacement	1,535,190	1,535,190	136,766	261,147	17.01%
406	Wastewater Equip. Replacemt.	3,990,800	3,990,800	146,931	274,892	6.89%
407	2022 Sewer Sys. Project Const.	5,697,802	5,697,802	-	-	0.00%
409	2022 Water Sys. Project Const.	16,342,000	16,342,000	-	-	0.00%
426	2024 MI Trans. Fund Bond Const. Fund	4,501,000	4,501,000	-	-	0.00%
488	MLK Corridor Improvemt. Authority	4,507,925	4,507,925	-	-	0.00%
489	Brownfield Redevelopmt. Auth.	1,977,300	1,977,300	5,849	5,849	0.30%
494	DDA Project	3,525,000	3,525,000	18,634	18,634	0.53%
<b><u>Enterprise Funds :</u></b>						
514	Auto Parking System	95,443	95,443	820	1,049	1.10%
518	Parking Assessment	311,449	311,449	28,483	46,066	14.79%
519	Cooper/Francis Parking Deck	15,550	15,550	3,374	3,404	21.89%
590	Sewer	12,702,461	12,702,461	621,685	981,558	7.73%
591	Water	31,059,822	31,059,822	1,465,085	3,094,534	9.96%
<b><u>Internal Service Funds :</u></b>						
641	Public Works Administration	364,799	364,799	28,654	52,362	14.35%
642	Engineering Administration	266,815	266,815	13,534	28,332	10.62%
643	Local Site Remed. Revolving	63,500	63,500	901	901	1.42%
661	Motor Pool and Garage	1,309,590	1,309,590	122,011	233,498	17.83%
676	Workers' Compensation	167,500	167,500	15,759	30,137	17.99%
677	Self-Insured Health Care	5,702,000	5,702,000	834,371	1,114,923	19.55%
<b><u>Trust &amp; Agency Funds :</u></b>						
703	County & School Tax Collection	28,400,000	28,400,000	21,031	21,031	0.07%
731	Employees' Retirement System	6,376,460	6,376,460	(1,133,918)	67,569	1.06%
732	Policemen's/Firemen's Pension	510,902	510,902	(65,039)	273,299	53.49%
734	Police./Fire. Pension-345	10,852,297	10,852,297	(720,978)	911,028	8.39%
736	Public Employees Health Care	230,000	230,000	-	-	0.00%
<b><u>Special Assessment Funds :</u></b>						
852	2020 Special Assessment D/S	161,190	161,190	-	-	0.00%
895	Special Assessment	2,215,147	2,215,147	1,430	1,448	0.07%

**City of Jackson**  
**Notes to Revenue & Expenditure Summaries**  
**As of and For the Two Months Ended August 31, 2023**  
( Prepared on the Adopted Budget-Basis )

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

**Note 2:** A Budget Amendment is pending to correct this variance.

# ENVIRONMENTAL COMMISSION 08-16-23 MEETING

## MINUTES (APPROVED 09-20-23)

### PAGE 1 OF 4

Date: Wednesday, August 16, 2023

Time: 6:00 pm

Place: Conference Room on 10<sup>th</sup> floor of City Hall, 161 W Michigan Avenue, Jackson, Michigan

**I. Call to Order** *Chairperson Kazmier called the meeting to order at 6:04 pm.*

#### **II. Roll Call**

**Present:** *Commissioner Will Forgrave (Sixth Ward Councilmember)  
Commissioner Kelsey Heck Wood  
Commissioner Jacob Inosencio  
Commissioner Andrew Johnson  
Commissioner Kelli Kazmier (Chair)  
Commissioner Conner Wood*

**Absent:** *Commissioner Jane Flores*

**Staff:** *Troy R White, City of Jackson Engineering*

#### **III. Adoption of the Agenda**

*Motion made by Commissioner Wood and seconded by Commissioner Heck Wood to approve the agenda as presented approved unanimously.*

#### **IV. Approval of the minutes for the 05-17-23 and 06-21-23 meetings**

*Motion made by Commissioner Wood and seconded by Commissioner Forgrave to approve the minutes with clarification that Mr. Bormuth spoke against changes to the mining permitting process during Citizen Comments was approved five votes in the affirmative and Commissioner Forgrave abstaining.*

#### **V. New Business**

*Evaluation of Environmental Action Plan (EAP)*

*Commissioner Kazmier explained that Graham Diedrich, an Environmental Studies graduate student at Michigan State University, provided an evaluation of the City's EAP that was prepared as part of Mr. Graham's academic work. The evaluation shows the strengths and weaknesses of the EAP as well as how the EAP can be improved. Commissioner Kazmier stated that the review is timely and will be helpful in modifying the EAP in response to the Mayor's initiative which will be discussed later.*

*Commissioner Heck Wood related that the evaluation tracks well with where the Commission is at this time – the current EAP was developed with loose goals to make a start but now needs to be modified to include metrics.*

*Commissioner Johnson inquired if Mr. Diedrich is willing to give more input to the Commission.*

*Commissioner Kazmier responded that she will reach out to Mr. Diedrich and invite more input.*

*Commissioner Inosencio inquired about the content of the evaluation document.*

*Commissioner Kazmier explained that Mr. Diedrich had approached Commissioner Kazmier and Mr. White regarding the EAP in its current form, provided a framework for potential improvements and made a comparison of Jackson’s EAP versus other Michigan communities. She related that the evaluation shows that there is a blindspot in the EAP regarding air quality.*

*Commissioner Inosencio expressed appreciation that a scored comparison with peer communities is included in the evaluation and that the evaluation will be a tool to help move forward.*

## **VI. Old Business**

### **a) Mayor’s Request for Development of a Sustainability Plan**

*Commissioner Inosencio reviewed previous discussions with the Mayor and amongst the committee consisting of himself, Commissioner Flores and Commissioner Johnson.*

*Commissioner Inosencio related that they have developed five primary areas of focus: 1) Waste Management, 2) Water Resources, 3) Urban Forestry, 4) Energy Management and 5) Environmental Health.*

*Commissioner Inosencio then related that the following themes are applicable to each of the five focus areas listed above: 1) Green Development, 2) Carbon Neutrality, 3) Sustainability and 4) Environmental Equity.*

*Commissioner Inosencio said that the committee has discussed updating the EAP to include action items with one and five year goals.*

*Commissioner Kazmier suggested that it will be more productive for the Commission to discuss and edit a draft document rather than attempt to develop one as a group. She encouraged the committee to develop a draft document for review by the Commission as a whole.*

*Commissioner Kazmier inquired if Mr. Diedrich’s evaluation report provides a format for the organization of the revised EAP. Commissioner Inosencio replied in the affirmative.*

*Commissioner Forgrave suggested that other community plans be considered as most communities will have similar goals but will differ in how they work towards them. Commissioner Inosencio inquired if Mr. Diedrich might be able to provide the plans for the communities included in Mr. Diedrich’s evaluation. Commissioner Kazmier will inquire.*

Commissioner Forgrave provided the following link to the City of Kalamazoo's Community Sustainability Plan: <http://www.imaginekalamazoo.com/projects/sustainability/>

Commissioner Inosencio suggested that action be taken on the low hanging fruit so as to make the most demonstrable progress.

Commissioner Kazmier inquired if the Mayor has indicated a preference for the format of the revised EAP. Commissioner Inosencio replied in the negative.

Mr. White then inquired about the goal of the revised EAP. Commissioners Inosencio and Kazmier explained that the goal is to revise the EAP so that it has teeth and includes numbers – that it include specific targets and metrics to determine progress.

Commissioner Kazmier then asked about how to proceed. Mr. White suggested that the model used to write the original EAP worked before – that a commissioner provides a draft document for consideration and comment by the commission as a whole. Commissioner Kazmier related that the commissioners who wrote the original EAP are different from the current commissioners so another model may be reasonable.

Commissioner Wood suggested that the committee of Commissioners Flores, Inosencio and Johnson gather and review data that can be used to draft text. Commissioner Inosencio suggested that will likely take a period of about six months.

Commissioner Kazmier suggested that the task of drafting text could be broken up amongst several commissioners working on several sections concurrently.

Commissioner Heck Wood suggested that Mr. Diedrich's evaluation report provides direction to write a plan that includes metrics and how to determine what those metrics are.

Commissioner Inosencio suggested a process of 1) gather info, 2) determine priorities and 3) draft text for an action plan.

Commissioner Kazmier stated that she will generate a form/template so that input provided by the commissioners will be in a common format. Mr. White will distribute the form to the commissioners who will then complete the forms and return them to Mr. White for inclusion in the agenda for the next meeting.

Commissioner Kazmier related that she will contact Mr. Diedrich to request backup info for his evaluation report and to invite him to attend a commission meeting.

## **VII. 2023 Priority Issues**

### **a) Urban Forestry**

Commissioner Inosencio reported that Engineering has applied for a USDA Forest Service Urban and Community Forestry Inflation Reduction Act grant. Announcements are anticipated in October 2023.

Commissioner Inosencio also reported that he had met with Randy Lybarger, DPW Foreman, about using vacant lots for a nursery.

*There was discussion of current practices and arborist consulting services.*

**b) Land Use and Pollinators**

*Commissioner Wood reported that this issue has not yet been discussed at the Planning Commission. He related that his preference for action is to 1) remove minimum parking requirements for C1 and C2 zoning districts, 2) discuss a long-term plan for green stormwater infrastructure/runoff reduction, 3) consider place-based zoning in next Master Plan and 4) consider zoning modifications to encourage density.*

*Commissioner Kazmier reported that she went to the Dahlem Center's Birds, Blooms and Butterflies Festival. This event may be an opportunity for outreach and relationship building.*

*Commissioner Inosencio related that he would like DPW staff to be involved and provide reports.*

*Commissioner Kazmier stated that she will contact the City Manager about getting lots for an inaugural planting yet this year.*

**Energy Efficiency and Inventory**

*Commissioner Inosencio reported that work by Veregy is ongoing.*

**VIII. Citizen Comments**

*Peter Bormuth of 142 W Pearl Street spoke regarding 1) a Montana court ruling regarding climate change legislation, 2) the inclusion in the EAP of the need to understand the source of energy and the final destination of waste, 3) a new white roofing product that is more energy efficient than traditional roofing products and 4) Commissioner Wood's suggestion to reduce parking requirements in the Zoning Code.*

**IX. Commissioner Comments**

*None.*

**X. Next Meeting – Wednesday, 09-20-23 at 6:00pm**

**XI. Adjournment**

*Motion made by Commissioner Heck Wood and seconded by Commissioner Inosencio to adjourn approved unanimously. Meeting ended at 7:19 pm.*

**MEMO TO:** Mayor and City Councilmembers  
**FROM:** Andrea Muray, City Clerk  
**DATE:** May 23, 2023  
**SUBJECT:** Receipt of Ownership Transfer Application from the Michigan Liquor Control Commission

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**Recommendation:**

Receipt of Acknowledgement Letter from Michigan Liquor Control Commission for the transfer ownership application for the Kroger Co. of Michigan.

The MLCC provides an opportunity for the Local Governmental Unit to submit an opinion or the application or advice of any local non-compliance issues.

Chief Hitt has had an opportunity to review the document.



STATE OF MICHIGAN

DEPARTMENT OF LICENSING AND REGULATORY AFFAIRS  
LANSING

GRETCHEN WHITMER  
GOVERNOR

MARLON I. BROWN, DPA  
ACTING DIRECTOR

Tuesday, October 03, 2023

Jason R. Canvasser, Attorney  
c/o The Kroger Co. of Michigan  
[jcanvasser@clarkhill.com](mailto:jcanvasser@clarkhill.com)

**RID #** RQ-2309-11368      **Reference/Transaction:** Transfer ownership 2023 SDD license with Sunday Sales permit (PM) for SDD license – Spirits only from Liberty Store, Inc.; Transfer location from 217 E Liberty Rd, Cement City to 1100 W Argyle St, Jackson, to be held in conjunction with existing SDM license; New Motor Vehicle Fuel Pumps issued under MCL 436.1541(1) \$250,000 & 5' (Inside); New Sunday Sales permit (AM); New Beer and Wine Tasting permit

Please let this letter serve as notice the Michigan Liquor Control Commission has referred your application to our Enforcement Division for investigation of your request.

**Applicant/Licensee:** The Kroger Co. of Michigan

**Business address and phone number:** 1100 W Argyle St, Jackson, MI 49202

**Home address and phone number of partner(s)/subordinates:**  
The Kroger Co., 1014 Vine St, Cincinnati, OH 45202

As part of the licensing process, an investigation is required by the Michigan Liquor Control Commission Enforcement Division. The Enforcement investigation will be conducted from the following designated District Office:

**Lansing District Office (517) 284-6330**

You may contact your designated District Office regarding any appointments or questions on documentation requested by the Investigator. **Failure to provide requested information or to keep scheduled appointments will cause the application to be returned to the Lansing office for cancellation.**

Since this request is a transfer under MCL 436.1529(1), approval of the local unit of government is not required. However, a copy of this notice is also being provided to **Local Governmental Unit** should they wish to submit an opinion on the application or advise of any local non-compliance issues.

Under administrative rule R 436.1105, the Commission shall consider the opinions of the local residents, local legislative body, or local law enforcement agency with regard to the proposed business when determining whether an applicant may be issued a license or permit.

Under administrative rule R 436.1003, the licensee shall comply with all state and local building, plumbing, zoning, sanitation, and health laws, rules, and ordinances as determined by the state and local law enforcements officials who have jurisdiction over the licensee. The licensee must obtain all other required state and local licenses, permits, and approvals before using this license for the sale of alcoholic liquor. Approval of this license by the Michigan Liquor Control Commission does not waive any of these requirements.

MICHIGAN LIQUOR CONTROL COMMISSION  
Retail Licensing Division  
(866) 813-0011

SR

cc: Liberty Store, Inc.: [jkouza@mainwine.com](mailto:jkouza@mainwine.com)  
Jackson City: [amuray@cityofjackson.org](mailto:amuray@cityofjackson.org)

Memo To: Jonathan Greene, City Manager  
CC: Mike Osborn, Director of Public Works  
Timothy Pickett, Assistant Director of Public Works  
From: Chandra Willinger, Public Works/Utilities Fiscal Supervisor  
Date: August 24, 2023  
Subject: Major & Local Street Asphalt Patching and Padding Expenses

The City of Jackson Department of Public Works staff maintains a total of 155.96 miles of streets with 55.23 classified as Major streets and 100.73 classified as Local streets. Below are the annual fiscal year expenses along with the quantity of materials used for asphalt patching and padding of the City’s streets.

Major & Local Street - 2 Year Expenses  
Asphalt Patching & Padding

	Fiscal Year 2021/22			Fiscal Year 2022/23		
	Major	Local	Total	Major	Local	Total
Labor	\$ 96,440	\$ 125,774	\$ 222,215	\$ 60,494	\$ 114,903	\$ 175,397
Materials	\$ 88,780	\$ 102,405	\$ 191,185	\$ 66,284	\$ 106,979	\$ 173,263
Equipment	\$ 77,097	\$ 106,776	\$ 183,873	\$ 44,459	\$ 89,922	\$ 134,382
	<u>\$ 262,317</u>	<u>\$ 334,956</u>	<u>\$ 597,273</u>	<u>\$ 171,238</u>	<u>\$ 311,805</u>	<u>\$ 483,042</u>
Asphalt (Tons)	1123.00	1423.31	2546.31	749.61	1485.69	2234.69
Percentage	44%	56%		34%	66%	

If you have any questions if require additional information, please contact our office.

**MEMO TO:** Mayor and Councilmembers  
**FROM:** Jonathan Greene, City Manager  
**DATE:** October 3, 2023  
**SUBJECT:** **USDA Tree Grant**

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Trees make a difference. Studies show that communities with access to trees and green spaces are associated with improved health outcomes, reduced crime, lower average temperatures, and an influx of other kinds of investments and new economic opportunities. Through funding from the Inflation Reduction Act, the Forest Service is making historic investments in boosting the nation's tree cover in urban, suburban and rural communities nationwide. The agency has selected 385 grant proposals from entities that are working to increase equitable access to trees and green spaces, and the many benefits they provide. 100% of funding will flow to disadvantaged communities, and funded proposals are located in all 50 states, two U.S. territories, three U.S. affiliated Pacific islands, and in several tribal communities.

**Jackson's Urban Reforestation Program:**

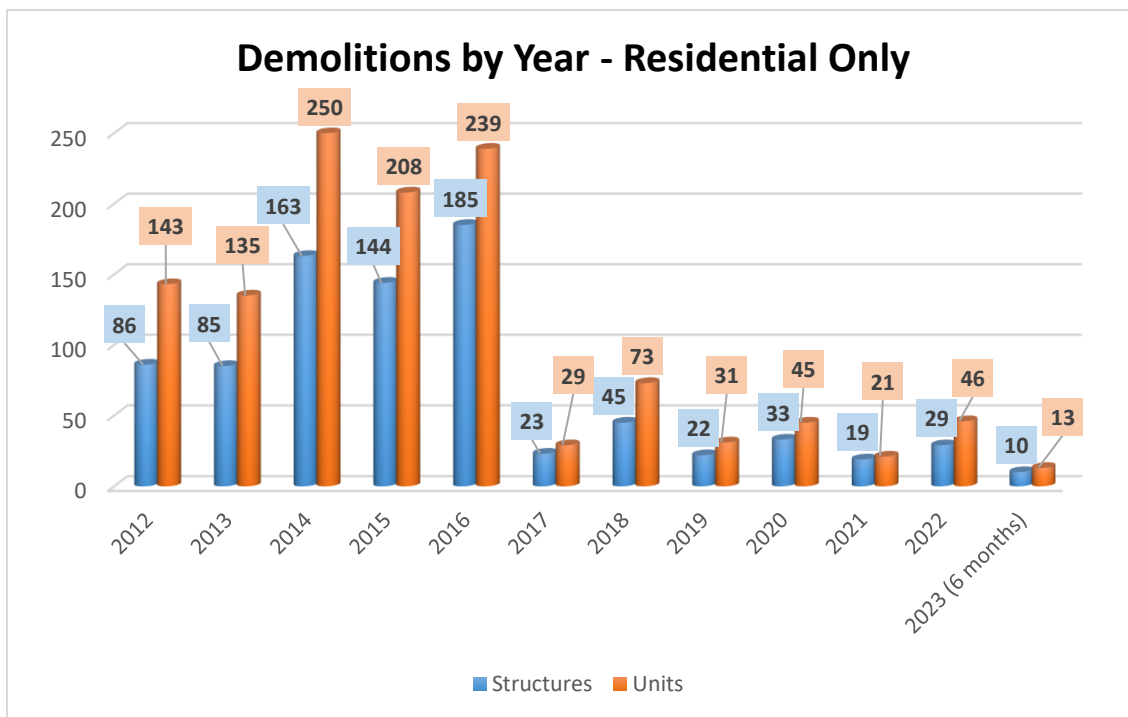
The Urban Reforestation Program will work with trained arborists to develop a complete urban forest inventory utilizing current technologies. Allowing the City to evaluate its existing forest and make planning decisions on the best use of funds to strengthen its tree canopy. The City was awarded \$757,275 to support our efforts.



# Demolitions in City of Jackson

January 1, 2012 through June 30, 2023

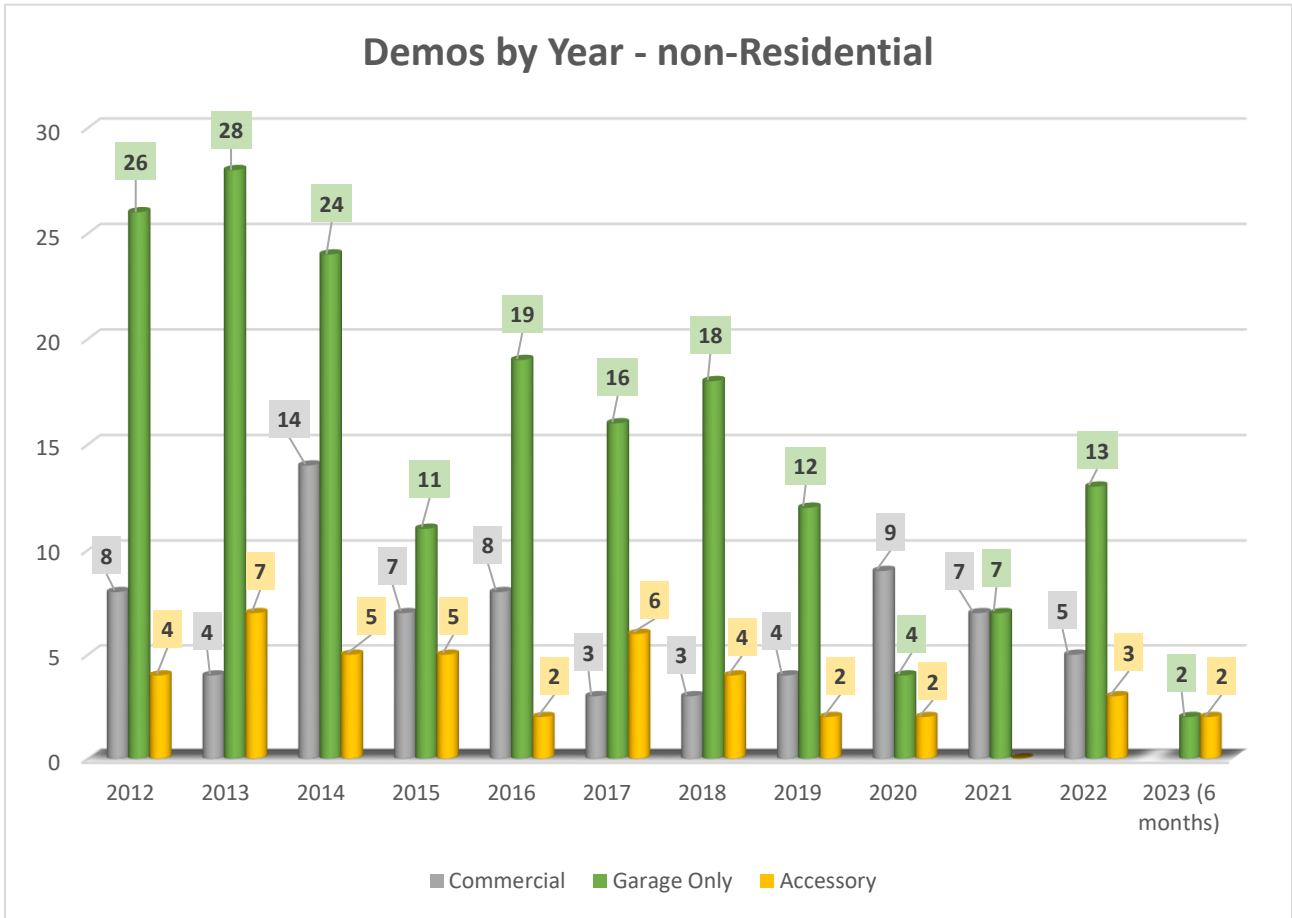
Residential						
Year	Structures	Units	Commercial	Garage Only	Accessory	Yr Total
2012	86	143	8	26	4	124
2013	85	135	4	28	7	124
2014	163	250	14	24	5	206
2015	144	208	7	11	5	167
2016	185	239	8	19	2	214
2017	23	29	3	16	6	48
2018	45	73	3	18	4	70
2019	22	31	4	12	2	40
2020	33	45	9	4	2	48
2021	19	21	7	7	0	33
2022	29	46	5	13	3	50
2023 (6 months)	10	13		2	2	14
<b>Total</b>	<b>844</b>	<b>1233</b>	<b>72</b>	<b>180</b>	<b>42</b>	<b>1138</b>



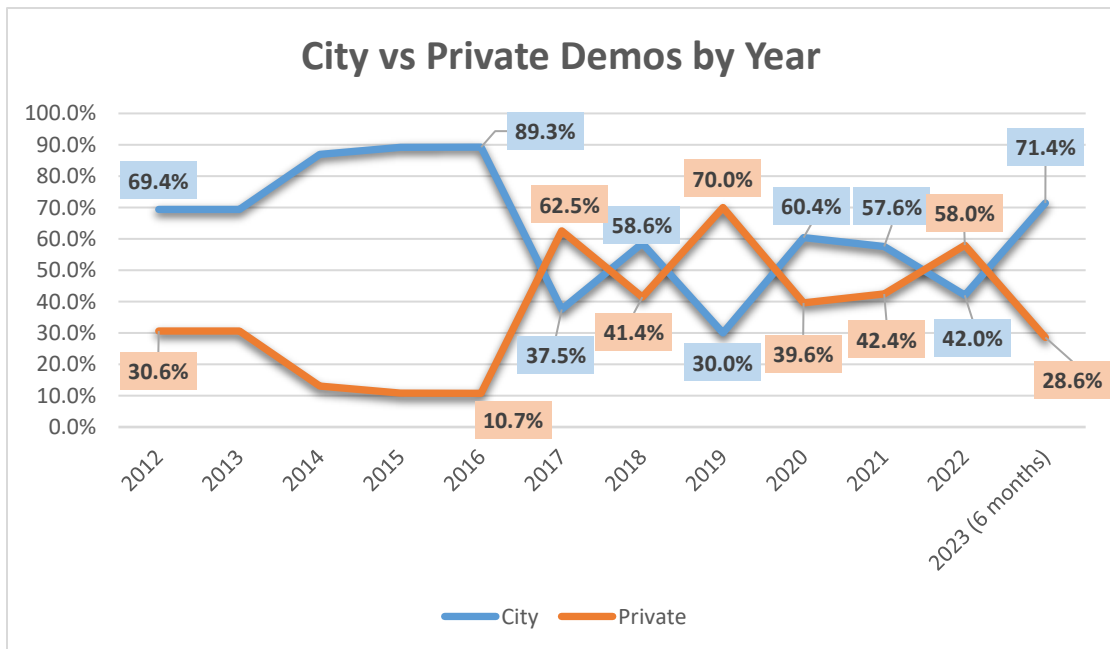
Due to the large volume and residential demolitions, and the number of units (individual living units within the structure), it is graphed separately. The chart for non-residential demolitions appears on next page.

# Demolitions in City of Jackson

## January 1, 2012 through June 30, 2023



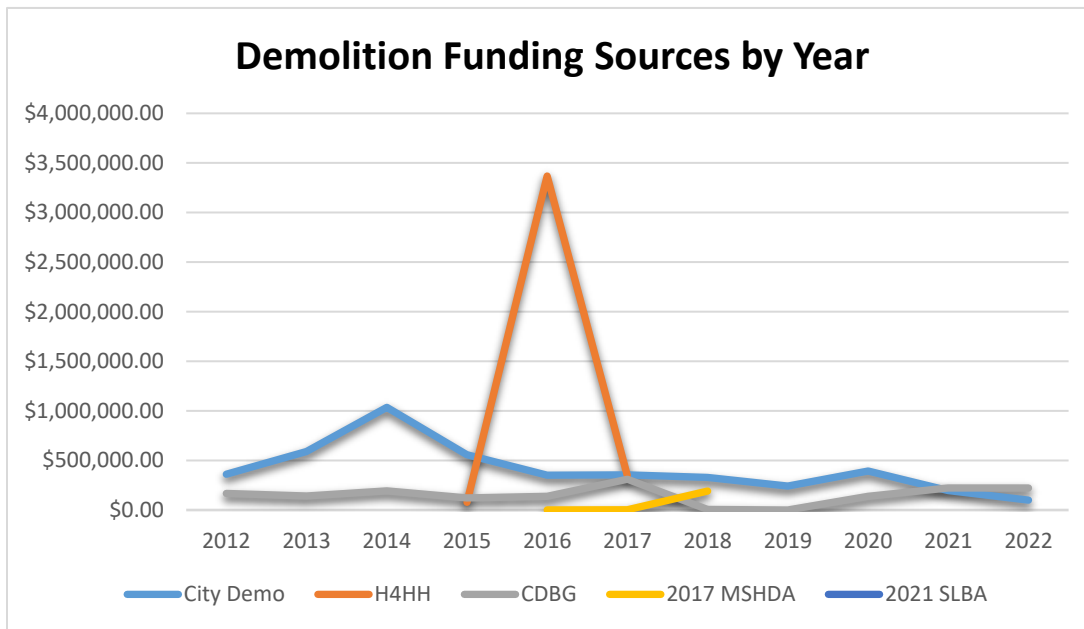
Of the total demolitions, the City funded 74% through its general funds or various grant opportunities (detail on funding follows).



## Demolitions in City of Jackson

January 1, 2012 through June 30, 2023

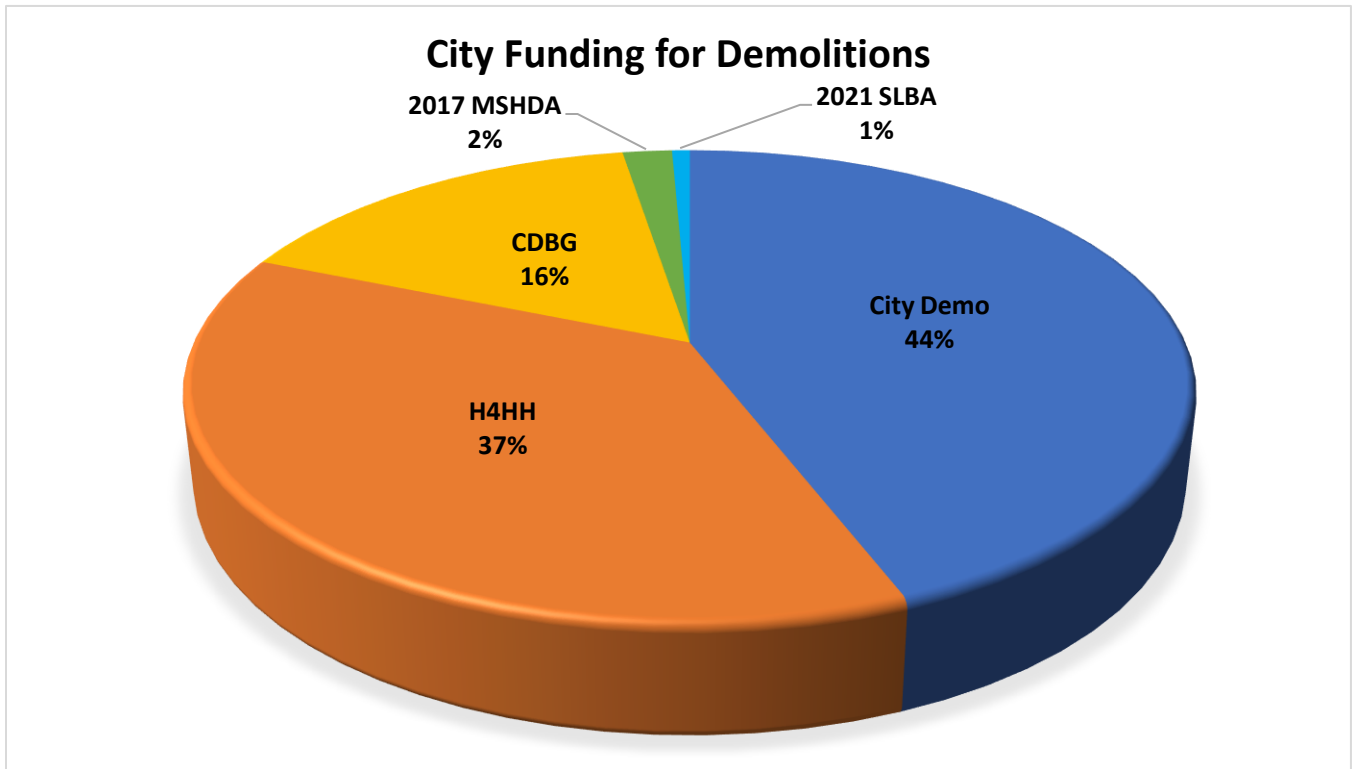
Year	City Demo	H4HH	CDBG	2017 MSHDA	2021 SLBA	Total Funding
2012	\$361,189.60		\$165,613.40			
2013	\$588,625.68		\$140,746.60			
2014	\$1,035,167.61		\$193,764.00			
2015	\$557,438.84	\$77,276.50	\$123,437.68			
2016	\$349,750.64	\$3,367,869.00	\$136,608.97	\$1,062.50		
2017	\$355,351.00	\$343,660.00	\$310,247.78	\$1,275.00		
2018	\$327,580.00		\$6,317.61	\$191,411.38		
2019	\$240,130.00		\$250.00			
2020	\$393,454.33		\$138,450.02			
2021	\$195,079.70		\$221,104.09		\$69,338.86	
2022	\$99,566.00		\$222,026.00			
Totals:	\$4,503,333.40	\$3,788,805.50	\$1,658,566.15	\$193,748.88	\$69,338.86	\$10,213,792.79
Pct of Total:	44.1%	37.1%	16.2%	1.9%	0.7%	



- City Demo = City Demo Funds (Building Inspection budget)
- H4HH = Help for Hardest Hit (grant through MSHDA)
- CDBG = Community Development Block Grant
- 2017 MSHDA = blight elimination grant through MSHDA
- 2021 SLBA = single commercial demolition funded through the State Land Bank Authority

# Demolitions in City of Jackson

January 1, 2012 through June 30, 2023





**CITY COUNCIL MEETING MINUTES**  
September 26, 2023

**CALL TO ORDER:**

The Jackson City Council met in regular session in Council Chambers and was called to order at 6:30 p.m. by Mayor Daniel Mahoney.

**PLEDGE OF ALLEGIANCE AND INVOCATION:**

Council joined in the Pledge of Allegiance. Invocation was given by Sixth Ward Councilmember Will Forgrave.

**ROLL CALL:**

Present: Mayor Daniel Mahoney, Vice Mayor/First Ward Councilmember Arlene Robinson, Second Ward Councilmember Freddie Dancy, Third Ward Councilmember Angelita Gunn, Fourth Ward Councilmember Laura Dwyer Schlecte, Fifth Ward Councilmember Karen Bunnell, and Sixth Ward Councilmember Will Forgrave.

Absent: none.

Also present: City Manager Jonathan Greene, City Attorney Matthew Hagerty, City Clerk Andrea Muray, Chief Equity Officer John Willis, Director of Police and Fire Services Elmer Hitt, Director of Public Works Mike Osborne, Deputy Fire Chief Tim Gonzales, City Engineer Jon Dowling, and Grant Administrator Cory Mays.

**ADOPTION OF AGENDA:**

Motion was made by Councilmember Schlecte, seconded by Councilmember Gunn to adopt the agenda with the additions of 10.6 Extreme Ownership, 10.7 Optimist Park, 10.8 Special Assessments, and 10.9 Rooming House Fees. Vote - Yeas: Mayor Mahoney, Vice Mayor Robinson, Councilmembers Dancy, Gunn, Schlecte, Bunnell, and Forgrave (7). Nays: none. Motion carried.

**PRESENTATIONS/PROCLAMATIONS:**

**5.1 GovHr**

Joellen Cademartori of GovHR presented a review of the City's wage study.

**5.2 Proclamation - Karen Bunnell**

Mayor Mahoney presented Councilmember Bunnell with a proclamation thanking her for her service.

**PUBLIC HEARINGS:**

**6.1 JAG Grant Fund**

Motion was made by Councilmember Schlecte, seconded by Councilmember Gunn to open the public hearing to received comments for the City's use of JAG grant funds. Vote was done by voice with all in favor. Motion carried.

No comments were provided during the hearing.

Motion was made by Councilmember Schlecte, seconded by Vice Mayor Robinson to close the public hearing. Vote was done by voice with all in favor. Motion carried.

**6.2 CDBG/HOME Program Performance**

Motion was made by Councilmember Forgrave, seconded by Councilmember Schlecte to receive citizen comment for CDBG and HOME Program performance. Vote was done by vote with all in favor. Motion carried.

John King, Vincent Wouters Jr., and Will Hastings provided comments during the hearing.

Motion was made by Councilmember Schlecte, seconded by Councilmember Gunn to close the public hearing. Vote was done by voice with all in favor. Motion carried.

**CITIZEN COMMENTS:**

Citizen comments were heard and the meeting continued.

**PETITIONS & COMMUNICATION FROM CITY STAFF AND OTHER GOVERNMENTAL ENTITIES:**

**8.1 MLCC Acknowledgement Letter - Tilted Arcade, LLC**

*Accept and place on file a letter from the Michigan Liquor Control Commission regarding the ownership transfer application submitted to the State from Tilted Arcade, LLC for a Class C License.*

Motion was made by Councilmember Schlecte, seconded by Councilmember Forgrave to accept and place on file a letter from the Michigan Liquor Control Commission regarding the ownership transfer application submitted to the State from Tilted Arcade, LLC for a Class C License. Vote - Yeas: Mayor Mahoney, Vice Mayor Robinson, Councilmembers Dancy, Gunn, Schlecte, Bunnell, and Forgrave (7). Nays: none. Motion carried.

**CONSENT CALENDAR:**

**9.1 Minutes of the Regular Meeting of the September 12, 2023 Regular Meeting**

*Approve the minutes of the regular meeting of September 12, 2023.*

**9.2 Racial Equity Commission Resignation - Michael Johnson**

**9.3 Special Event Application: Art Walk**

*Approve a request from the Jackson Downtown Development Authority to host their Art Walk on Friday, October 6, 2023, from 4 pm – 7 pm in downtown Jackson.*

**9.4 Special Event Application: ETA: Emerging Technology in Art Festival**

*Approve a request from the Jackson Young Professionals to host their ETA: Emerging Technology in Art Festival on Friday, October 13, 2023, in the streets and parking lots of downtown Jackson.*

**9.5 Appointment to Jackson Housing Commission**

*Approve the Mayor's recommendation to appoint Nicole Taylor as the resident representative to the Jackson Housing Commission for a term of 5 years, beginning immediately and ending on October 31, 2028.*

**9.6 Appointment to Jackson Housing Commission**

*Approve the Mayor's recommendation to appoint Bobby Beauchamp to the Jackson Housing Commission for a term of 5 years, beginning on November 1, 2023 and ending on October 31, 2028.*

Motion was made by Councilmember Schlecte, seconded by Councilmember Forgrave to approve the consent calendar with one correction

that the ETA Festival is on October 14 and with item 9.1 removed for separate consideration. Vote - Yeas: Mayor Mahoney, Vice Mayor Robinson, Councilmembers Dancy, Gunn, Schlecte, Bunnell, and Forgrave (7). Nays: none. Motion carried.

Motion was made by Councilmember Schlecte, seconded by Vice Mayor Robinson to approve the minutes from the regular meeting of the City Council on September 12, 2023. Vote - Yeas: Mayor Mahoney, Vice Mayor Robinson, Councilmembers Dancy, Gunn, Schlecte, and Bunnell (6). Nays: none. Abstain: Forgrave. Motion carried.

## **OTHER BUSINESS:**

### **10.1 Ordinance No. 515**

**Recommendation:** *Approve the second reading/final adoption of Ordinance No. 515 establishing the compensation rates for administrative and supervisory employees of the City of Jackson.*

Motion was made by Councilmember Dancy, seconded by Councilmember Schlecte to approve the second reading/final adoption of Ordinance No. 515 establishing the compensation rates for administrative and supervisory employees of the City of Jackson. Vote - Yeas: Mayor Mahoney, Vice Mayor Robinson, Councilmembers Dancy, Gunn, Schlecte, Bunnell, and Forgrave (7). Nays: none. Motion carried.

### **10.2 Ordinance No. 2023-06**

**Recommendation:** *Approve the second reading/final adoption of Ordinance No. 2023-06 amending the hours of operations for Marihuana Provisioning Centers and Retail Establishments in the City of Jackson.*

Motion was made by Councilmember Schlecte, seconded by Councilmember Bunnell to approve the second reading/final adoption of Ordinance No. 2023-06 amending the hours of operations for Marihuana Provisioning Centers and Retail Establishments in the City of Jackson. Vote - Yeas: Mayor Mahoney, Vice Mayor Robinson, Councilmembers Gunn, Schlecte, Bunnell, and Forgrave (7). Nays: Councilmember Dancy (1). Motion carried.

### **10.3 Ordinance No. 2023-07**

**Recommendation:** *Approve the second reading/final adoption of Ordinance No. 2023-07 amending Chapter 28, Article IX, Section 28-253 removing all language from the section as it pertains to revocable licenses for signs and/or awnings and amending permit and conditional use requirements for specific types of signs as recommended by the City of Jackson Planning Commission.*

Motion was made by Councilmember Schlecte, seconded by Councilmember Gunn to approve the second reading/final adoption of Ordinance No. 2023-07 amending Chapter 28, Article IX, Section 28-253 removing all language from the section as it pertains to revocable licenses for signs and/or awnings and amending permit and conditional use requirements for specific types of signs as recommended by the City of Jackson Planning Commission. Vote - Yeas: Mayor Mahoney, Vice Mayor Robinson, Councilmembers Dancy, Gunn, Schlecte, Bunnell, and Forgrave (7). Nays: none. Motion carried.

**10.4 Ordinance No. 2023-08**

**Recommendation:** *Approve the second reading/final adoption of Ordinance No. 2023-08 amending Chapter 28, Article IX, Section 28-257 removing all language from the section as it pertains to revocable licenses for signs and/or awning in the right of way as recommended by the City of Jackson Planning Commission.*

Motion was made by Councilmember Schlecte, seconded by Councilmember Forgrave to approve the second reading/final adoption of Ordinance No. 2023-08 amending Chapter 28, Article IX, Section 28-257 removing all language from the section as it pertains to revocable licenses for signs and/or awning in the right of way as recommended by the City of Jackson Planning Commission. Vote - Yeas: Mayor Mahoney, Vice Mayor Robinson, Councilmembers Dancy, Gunn, Schlecte, Bunnell, and Forgrave (7). Nays: none. Motion carried.

**10.5 Ordinance No. 2023-09**

**Recommendation:** *Approve the second reading/final adoption of Ordinance No. 2023-09 repealing Chapter 28, Article V, Section 28-166 to conform to changes made in Ordinance Nos. 2023-07 and 2023-08.*

Motion was made by Councilmember Schlecte, seconded by Councilmember Gunn to approve the second reading/final adoption of Ordinance No. 2023-09 repealing Chapter 28, Article V, Section 28-166 to conform to changes made in Ordinance Nos. 2023-07 and 2023-08. Vote - Yeas: Mayor Mahoney, Vice Mayor Robinson, Councilmembers Dancy, Gunn, Schlecte, Bunnell, and Forgrave (7). Nays: none. Motion carried.

**10.6 Extreme Ownership**

*A request was made by Councilmember Schlecte to have staff provide Council with a presentation at the next Council Meeting.*

## 10.7 Optimist Park

## 10.8 Special Assessments

*Councilmember Schlecte offered a recommendation that Council ask the City Assessor to bring back a couple of rolls that have already been done with a 12.5% of SEV, based on the frontage comparing category of street versus splitting it 50/50.*

*Councilmember Forgrave offered a recommendation to contact the City Assessor and then draft a law to present to the Council as a whole and then vote on it.*

## 10.9 Rooming House Fees

*A request was made by Councilmember Schlecte to have staff formally look at rooming house fees. Mayor Mahoney requested that Shane LaPorte come to the next Council meeting and provide a presentation on the current structure of rooming house fees*

## **NEW BUSINESS:**

### 11.1 Sale of City owned vacant lots

**Recommendation:** *Approve the sale of four City owned properties located at 652 Cooper Street and 316 E Trail Street (combined to one lot) and 654 and 656 Cooper Street (combined to one lot) to the Greater Jackson Habitat for Humanity for the purpose of building two new, single-family homes. Authorize the City Attorney to create the Property Transfer Agreement and any other authorized documents to complete the sale of the property; authorize the City Manager to sign Property Transfer and other related documents.*

Motion was made by Councilmember Dancy, seconded by Councilmember Bunnell to approve the sale of four City owned properties located at 652 Cooper Street and 316 E Trail Street (combined to one lot) and 654 and 656 Cooper Street (combined to one lot) to the Greater Jackson Habitat for Humanity for the purpose of building two new, single-family homes, authorize the City Attorney to create the Property Transfer Agreement and any other authorized documents to complete the sale of the property; authorize the City Manager to sign Property Transfer and other related documents. Vote - Yeas: Mayor Mahoney, Vice Mayor Robinson, Councilmembers Dancy, Gunn, Schlecte, Bunnell, and Forgrave (7). Nays: none. Motion carried.

**11.2 City of Jackson Downtown Sidewalks and Parking Lots, and Police Department Sidewalk and Parking Lot Snow Removal**

**Recommendation:** *Approval of the second one-year contract extension with Executive Property Management of Michigan for Downtown Sidewalks and Parking Lot Snow Removal and Police Department Sidewalk and Parking Lot Snow Removal at a cost of \$90,352 for the fiscal year 2023/24.*

Motion was made by Councilmember Bunnell, seconded by Councilmember Schlecte to approve the second one-year contract extension with Executive Property Management of Michigan for Downtown Sidewalks and Parking Lot Snow Removal and Police Department Sidewalk and Parking Lot Snow Removal at a cost of \$90,352 for the fiscal year 2023/24. Vote - Yeas: Mayor Mahoney, Vice Mayor Robinson, Councilmembers Dancy, Gunn, Schlecte, Bunnell, and Forgrave (7). Nays: none. Motion carried.

**11.3 JAG Grant Memorandum of Understanding**

**Recommendation:** *Authorize the City Manager to sign a Memorandum of Agreement between the City of Jackson and Jackson County to jointly apply for and use \$51,526 in federal grant monies.*

Motion was made by Councilmember Dancy, seconded by Councilmember Schlecte to authorize the Memorandum of Agreement for the JAG Grant. Vote - Yeas: Mayor Mahoney, Vice Mayor Robinson, Councilmembers Dancy, Gunn, Schlecte, Bunnell, and Forgrave (7). Nays: none. Motion carried.

**11.4 2022 - 2023 CAPER Submission to HUD**

**Recommendation:** *Authorize Submission of the 2022 - 2023 Consolidated Annual Performance and Evaluation Report (CAPER) to the U.S. Department of Housing and Urban Development (HUD)*

Motion was made by Councilmember Schlecte, seconded by Councilmember Gunn to authorize the submission of the 2022 - 2023 Consolidated Annual Performance and Evaluation Report (CAPER) to the U.S. Department of Housing and Urban Development (HUD). Vote - Yeas: Mayor Mahoney, Vice Mayor Robinson, Councilmembers Dancy, Gunn, Schlecte, Bunnell, and Forgrave (7). Nays: none. Motion carried.

**11.5 60" Interceptor Cleaning and Televising Engineering Contract Award**

**Recommendation:** *Approve the award for the 60" Interceptor Cleaning and Televising Engineering contract to Fishbeck of Lansing, Michigan in the amount of \$73,500.00 and authorize the Mayor and City Clerk to execute the appropriate document(s) in accordance with the Purchasing Agent.*

Motion was made by Councilmember Forgrave, seconded by Councilmember Dancy to approve the award for the 60" Interceptor Cleaning and Televising Engineering contract to Fishbeck of Lansing, Michigan in the amount of \$73,500.00 and authorize the Mayor and City Clerk to execute the appropriate document(s) in accordance with the Purchasing Agent. Vote - Yeas: Mayor Mahoney, Vice Mayor Robinson, Councilmembers Dancy, Gunn, Schlecte, Bunnell, and Forgrave (7). Nays: none. Motion carried.

**11.6 Revision of Sec. 4.4 of Chapter 4 (Animals) to the City Code of Ordinances**

**Recommendation:** *Approve for first reading an amendment to Section 4.4 of Chapter 4 of the City Code of Ordinances to change the word "poisonous" to "venomous" to better describe the prohibition on owning of certain reptiles within the City of Jackson.*

Motion was made by Councilmember Schlecte, seconded by Councilmember Gunn to approve for first reading an amendment to Section 4.4 of Chapter 4 of the City Code of Ordinances to change the word "poisonous" to "venomous" to better describe the prohibition on owning of certain reptiles within the City of Jackson. Vote - Yeas: Mayor Mahoney, Vice Mayor Robinson, Councilmembers Dancy, Gunn, Schlecte, Bunnell, and Forgrave (7). Nays: none. Motion carried.

Motion was made by Councilmember Schlecte to ask that the City Attorney address Section 4-4, paragraph D with regard to the total number of animals allowed and adding some words that refer to animal rescuers along with the definition of animal rescuer and bring it back to Council at the next meeting. Motion died from lack of support.

**11.7 Revision to Sec. 14-42.1 of Chapter 14 (Housing)**

**Recommendation:** *Approve for first reading an amendment to Section 14-42.1 of Chapter 14 of the City Code, to include a provision confirming certificates of compliance are transferrable as between owners of a rental property, and authorize the City Attorney to make minor modifications.*

Motion was made by Councilmember Schlecte, seconded by Councilmember Forgrave to approve the first reading an amendment to Section 14-42.1 of Chapter 14 of the City Code, to include a provision confirming certificates of compliance are transferrable as between owners of a rental property, and authorize the City Attorney to make minor modifications. Vote - Yeas: Mayor Mahoney, Vice Mayor Robinson, Councilmembers Dancy, Gunn, Schlecte, Bunnell, and Forgrave (7). Nays: none. Motion carried.

**11.8 Pierce Fire Engine Purchase**

**Recommendation:** *Approve the purchase of a 2024 Pierce fire engine at a cost not to exceed \$850,000, where the funds would be obligated from the City’s American Rescue Plan Act funds.*

Motion was made by Councilmember Bunnell, seconded by Councilmember Forgrave to approve the purchase of a 2024 Pierce fire engine at a cost not to exceed \$850,000, where the funds would be obligated from the City’s American Rescue Plan Act funds. Vote - Yeas: Mayor Mahoney, Vice Mayor Robinson, Councilmembers Dancy, Gunn, Schlecte, Bunnell, and Forgrave (7). Nays: none. Motion carried.

**11.9 Global M3 Mechanical Street Sweeper Purchase**

**Recommendation:** *Approval of the purchase of one Global M3 Mechanical Street Sweeper, from MTECH Company, of Cleveland, Ohio at a cost of \$270,502, with \$149,797 to be funded by the City Local Recovery Funds under the American Rescue Plan Act and the remaining \$120,705 to be funded with Motor Pool funds. If excess funds remain after the final payments are made for previously approved Motor Pool equipment funded by City Local Recovery Funds under the American Rescue Plan Act those remaining funds will be utilized before using Motor Pool funds for the balance of the Street Sweeper purchase.*

Motion was made by Councilmember Schlecte, seconded by Councilmember Gunn to Approval of the purchase of one Global M3 Mechanical Street Sweeper, from MTECH Company, of Cleveland, Ohio at a cost of \$270,502, with \$149,797 to be funded by the City Local Recovery Funds under the American Rescue Plan Act and the remaining \$120,705 to be funded with Motor Pool funds; if excess funds remain after the final payments are made for previously approved Motor Pool equipment funded by City Local Recovery Funds under the American Rescue Plan Act those remaining funds will be utilized before using Motor Pool funds for the balance of the Street Sweeper purchase. Vote - Yeas: Mayor Mahoney, Vice Mayor Robinson, Councilmembers Dancy, Gunn, Schlecte, Bunnell, and Forgrave (7). Nays: none. Motion carried.

**CITY COUNCILMEMBER’S COMMENTS:**

Mayor Mahoney, Vice Mayor Robinson, Councilmembers Dancy, Schlecte, Bunnell, and Forgrave all offered comments. Councilmember Gunn declined to offer comments.

*Councilmember Schlecte requested that the amount spent on patching costs and the demolition numbers since January 2012 be provided at the next Council meeting.*

**MANAGER'S COMMENTS:**

City Manager Jonathan Greene offered comments.

**ADJOURNMENT:**

No further business being offered, a motion to adjourn was made by Councilmember Dancy, seconded by Councilmember Gunn. Vote was done by voice with all in favor. Mayor Mahoney adjourned the meeting at 9:09 p.m.

**RESOLUTION**

**BY THE CITY COUNCIL:**

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

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

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

**NOW, THEREFORE, BE IT RESOLVED** that the City Council of the City of Jackson establishes Halloween hours between 6:00 p.m. and 8:00 p.m. on Tuesday, October 31, 2023, and encourages all children to “trick or treat” during that time period, encourages residents to turn porch lights on between said hours.

\* \* \* \* \*

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

I, Andrea Muray, City Clerk in and for the City of Jackson, County and State aforesaid, do hereby certify that the foregoing is a true and complete copy of a resolution adopted by the Jackson City Council on October 10, 2023

**IN WITNESS WHEREOF**, have hereunto affixed my signature and the seal of the City of Jackson, Michigan on this 10th day of October, 2023.

\_\_\_\_\_  
Andrea Muray, City Clerk

\_\_\_\_\_  
Daniel Mahoney, Mayor

**MEMO TO:** Mayor and City Council Members  
**FROM:** Jonathan Greene, City Manager  
**DATE:** October 10, 2023  
**SUBJECT:** Special Event Application: Giving Back to the Community

---

**Recommendation:**

Approve a request from Jackson, Michigan Giving Back to the Community to host their Giving Back to the Community event October 22, 2023 on the streets of Jackson.

Attached is a memo and supporting paperwork from Beth Kuiper regarding the Special Event Application for the Giving Back to the Community.

I recommend approval of the special event application for the Giving Back to the Community. Your consideration and concurrence is appreciated.

JG

## DEPARTMENTAL REPORT

**MEMO TO:** Jonathan Greene, City Manager

**FROM:** Beth Kuiper, Executive Director, DDA

**DATE:** October 10, 2023

**RECOMMENDATION:** Approve a request from Jackson, Michigan Giving Back to the Community to host their Giving Back to the Community event October 22, 2023, on the streets of Jackson.

**SUMMARY:** Community event centered on giving back to the Jackson community.

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### DEPARTMENTAL APPROVAL SUMMARY

Approvals noted below by each department indicate they have been made aware of the request and the capacity of their department has been met. Conditions of their approval and special considerations are noted.

<u>DEPARTMENT</u>	<u>APPROVAL</u>	<u>DENIAL</u>	<u>ECONOMIC IMPACT</u>
DDA	X		\$0.00
Engineering	X		\$0.00
Fire	X		\$0.00
Community Development	X		\$0.00
Parks & Recreation	X		\$0.00
Police	X		\$0.00
<u>Public Works</u>	X		\$700.00
	<b><i>TOTAL</i></b>		<b><i>\$700.00</i></b>

### CONDITIONS & CONSIDERATIONS

Road closures

### INSURANCE STATUS

Approved pending receipt of insurance

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**ATTACHMENTS:** Special Event Application: Giving Back to the Community

**SPECIAL EVENT APPLICATION**

*Application must be submitted 60 days PRIOR to event*

**Application Attachments**

- |   |  |
|---|--|
| <input type="checkbox"/> \$50 Application Fee                                 | <input type="checkbox"/> Liquor License & Liquor Liability Insurance (if applicable) |
| <input type="checkbox"/> \$25 Late/Rush Fee                                   | <input type="checkbox"/> Carnival Ride Permit (if applicable)                        |
| <input type="checkbox"/> Insurance documentation for sponsoring organization  | <input type="checkbox"/> Insurance documentation for all vendors (if applicable)     |
| <input type="checkbox"/> Event Map –Please indicate the location of all items |  |

**Make checks payable to “Downtown Development Authority”**

**Special Event Application Policy**

*Additional charges may occur if policies are broken.*

1. The applicant or representative of any business, group, or organization that seeks approval to conduct a special event must be 21 years of age or older.
2. No ground stakes are allowed on City property. Tents and inflatables must be weighted down.
3. Glitter and confetti are prohibited at all events.
4. No plugging into outlets without prior approval.
5. For events utilizing street space, all fixtures (tents, vehicles, trucks, etc.) must be placed near the curbs to allow for emergency vehicle access.
6. No alcoholic beverages allowed unless proper paperwork is provided along with City Council approval. Alcoholic beverages must be consumed within the area in which they are served. No containers, open or closed, may leave the event area unless approval is granted.
7. Only a removable medium, such as chalk and/or tape, can be used to mark event area or routes. No paint of any kind is permitted. Tape must be removed once event is over.
8. One temporary sign/banner is permitted with your event, provided it measures no more than 12 ft<sup>2</sup> and does not block any intersections, driveways, or right-of-ways.

**Applicant Information**

Sponsoring Organization Legal Name: <i>Jackson, MI Giving Back to the Community</i>		Phone: ( )	
Address: <i>1003 Clinton Rd, Jackson MI 49202</i>			
Tax ID#:	Website:		
Contact Name: <i>Edward Crout</i>	Phone: <i>517-888-6187</i>	Email: <i>ecrout2023@gmail.com</i>	
Contact Name:	Phone:	Email:	
Contact Name During Event: <i>Edward</i>	Phone: ( <i>same as above</i> )		

**Event Information**

Event Name: <i>Giving Back to the Community</i>				
Event Date(s):	Set up Time:	Start Time:	End Time:	Tear Down Time:
<i>Oct 22, 2023</i>	<i>5</i>	<i>6</i>	<i>9</i>	<i>9:30</i>

Has this event occurred before?  Yes, (if yes, how many previous years? \_\_\_\_\_)  No

Do you expect this event to occur again next year? \_\_\_\_\_ What is the expected attendance for this event? \_\_\_\_\_

**Type of Event (please check all that apply)**

Walk/Run  Festival  March/Parade  Other: \_\_\_\_\_

**Event Location – Choose any of the following that apply. For parks, include a map of the area being used.**

- Horace Blackman Park
- Bucky Harris Park
- Ella Sharp Park (requires Ella Sharp Board approval)
- Other Location: \_\_\_\_\_
- GrandRiver Farmers Market Pavilion
- TRUE City Square (Stage)
- MLK Equality Trail

Streets: Clinton

Other Park: \_\_\_\_\_

**Brief description of Event**

*This description will be posted on the Special Events Calendar on our website. Please attach an additional sheet if necessary.*

Event in their parking lot, larger event want to close street for safe crossing. Nothing will be on the street

**Street Closure – Please indicate all street closures on your map.**

Street Name: <u>Clinton St</u>	Cross Streets: <u>Backus &amp; Lansing</u>
Closure Start Date: <u>Oct/22</u> Time: <u>5pm</u>	Closure End Date: <u>Oct/22</u> Time: <u>9-9:30</u>
Street Name: _____	Cross Streets: _____
Closure Start Date: _____ Time: _____	Closure End Date: _____ Time: _____
Street Name: _____	Cross Streets: _____
Closure Start Date: _____ Time: _____	Closure End Date: _____ Time: _____
Street Name: _____	Cross Streets: _____
Closure Start Date: _____ Time: _____	Closure End Date: _____ Time: _____
Street Name: _____	Cross Streets: _____
Closure Start Date: _____ Time: _____	Closure End Date: _____ Time: _____
Street Name: _____	Cross Streets: _____
Closure Start Date: _____ Time: _____	Closure End Date: _____ Time: _____

## City Resources Requests

Not all resources may be available at your requested site.

Please be specific and list any additional information or requests. Such requests might include assistance from the Police Department, Fire Department, Parks and Recreation Department, Public Works Department, etc. Attach additional pages, if needed.

- Electrical Power:** Indicate electrical requirements: \_\_\_\_\_  
 Amount of electrical wattage needed: \_\_\_\_\_ Amount of plug ins: \_\_\_\_\_  
 Locations of where plugs are needed: \_\_\_\_\_  
**\*\*All electrical lines MUST be covered to limit tripping hazards. \*\***
- Water Needs:** Indicate water requirements: \_\_\_\_\_  
 Amount of water needed: \_\_\_\_\_ Locations of where water is needed: \_\_\_\_\_
- Food/Vendors:** Indicate vendors requirements: \_\_\_\_\_  
 Amount of electrical wattage needed: \_\_\_\_\_ Amount of plug ins: \_\_\_\_\_  
 Locations of where plugs are needed: \_\_\_\_\_ Number of vendors: \_\_\_\_\_
- Alcohol Sales:** (If yes attach liquor license and liquor liability insurance)  
 Start Time: \_\_\_\_\_ End Time: \_\_\_\_\_
- Amusement or Carnival Rides:** If yes indicate electrical requirements: \_\_\_\_\_  
 Amount of electrical wattage needed: \_\_\_\_\_ Amount of plug ins: \_\_\_\_\_  
 Locations of where plugs are needed: \_\_\_\_\_
- Fireworks:** If yes indicate electrical requirements: \_\_\_\_\_  
 Amount of electrical wattage needed: \_\_\_\_\_ Amount of plug ins: \_\_\_\_\_  
 Locations of where plugs are needed: \_\_\_\_\_
- Traffic Cones  Mobile Stage (please circle 15-foot or 25-foot version)
- Other: Road Closed Basic Cones add cones for taper close of Lansing

## Insurance

Please request the following documentation from your insurance carrier.

Insurance Type	Requirements
<p><i>Before Event</i>                      Certificate of Liability Insurance                      (MUST also be provided by all vendors)</p>	<ul style="list-style-type: none"> <li>Showing a liability coverage of at least \$1,000,000</li> <li>Identifying "City of Jackson" &amp; "Jackson Downtown Development Authority as additional insured"</li> </ul>
<p>Liquor Liability Insurance (if needed)</p>	<ul style="list-style-type: none"> <li>Identifying "City of Jackson" &amp; "Jackson Downtown Development Authority" as additional insured</li> </ul>
<p>XCU Fireworks Liability Insurance                      (if needed; required for all fireworks displays)</p>	<ul style="list-style-type: none"> <li>Identifying "City of Jackson" &amp; "Jackson Downtown Development Authority" as additional insured</li> </ul>

- I am a Level 1 Special Event (low resources), and would like to be considered for eligibility to enter a Hold Harmless Agreement with The City of Jackson in lieu of providing the above-required insurance documentation.

## Event Map Details of all event activities MUST be included.

- |   |   |   |
|---|---|---|
| <input type="checkbox"/> Route Plan         | <input type="checkbox"/> Emergency Vehicle Access             | <input type="checkbox"/> Restroom Locations         |
| <input type="checkbox"/> Vendor Locations   | <input type="checkbox"/> Dispersal Locations                  | <input type="checkbox"/> Tables                     |
| <input type="checkbox"/> Tent Locations     | <input type="checkbox"/> Trash Receptacles                    | <input type="checkbox"/> Requested Reserved Parking |
| <input type="checkbox"/> Assembly Locations | <input checked="" type="checkbox"/> Requested Street Closures | <input type="checkbox"/> Electrical Wires & Outlets |

If these details change, a revised map must be provided seven days prior to event.  
 Revised maps cannot include any additional street use, reserved parking, or additional space reservations.

# Special Event Application

## Certification & Signature

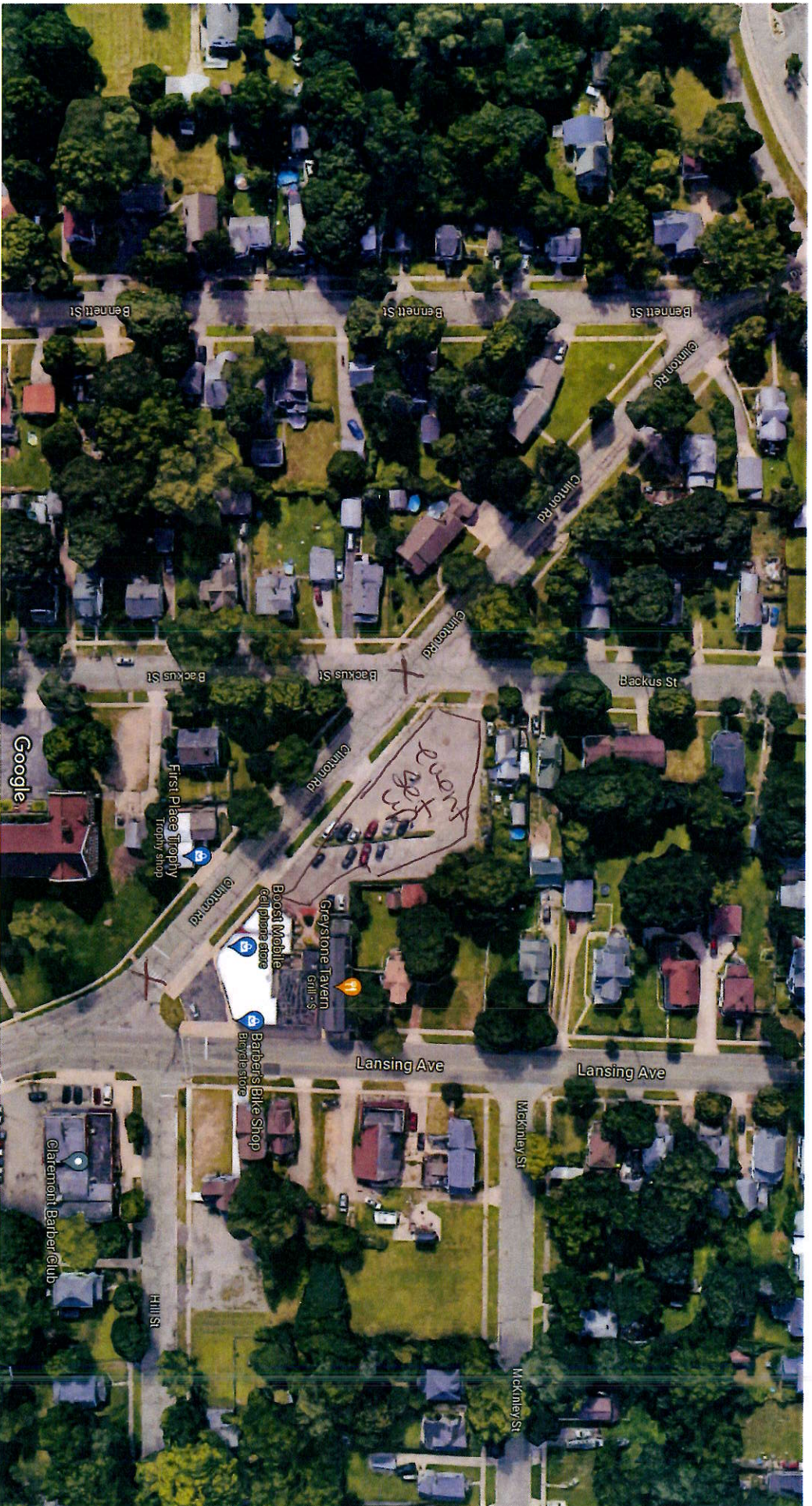
1. I am the person with authority to act on behalf of the sponsoring organization.
2. I have submitted all required documents in support of the Special Event application
3. A Special Event Application Fee is submitted along with this application.
4. Only the activities listed on the application will be permitted at the event. If additional activities are added, I will immediately contact the City of Jackson. I understand that the approval of my application may be withdrawn or additional action required.
5. All food vendors must be approved by the Jackson County Health Department and each food and other vendor must provide the City of Jackson with a Certificate of Insurance which names the City of Jackson and the Downtown Development Authority as additional insured parties on the policy.
6. Fire Department permit and approval is required for events including display fireworks. Extreme Close-Up (XCU) fireworks liability insurance is required for all fireworks display.
7. The approval of this special event may include additional requirements, limitations, or fees based on the City's review of the application.
8. If I, or my organization, fail to clean up and repair damages to the event area, my organization may be billed for City services, and that failure to clean up and repair damage will be considered for future applications.
9. As the duly authorized agent of the sponsoring organization applying for approval of the Special Event, I affirm the above understandings and agree that my sponsoring organization will comply with the terms of the written confirmation of approval and all City requirements, ordinances and other laws which apply to this Special Event.
10. By signing this Special Event Application, I declare I am 21 years of age or older.
11. If required to provide liability insurance, the sponsoring organization will add the City of Jackson and the Downtown Development Authority as additional insured parties on the sponsoring organization's liability policy.
12. On behalf of the sponsoring organization, I agree that the sponsoring organization will defend, indemnify, and hold harmless the City of Jackson, its officers, employees and agents from and against any claim, demand, suit, loss, cost or expense, or any damage, which may be asserted, claimed, or recovered against or from the City of Jackson, its officers, employees, and agent, by reason of any damage to property, bodily injury, or death, sustained by any person whomsoever, and which damage, injury, or death arises out of or is incident to or in any way connected with or related to this Special Event.
13. The City of Jackson reserves the right to waive any requirements of this policy in the interests of the health, safety, and welfare of the citizens of Jackson.

Signature: \_\_\_\_\_

Date: \_\_\_\_\_

Office Use ONLY	
Application Received:	
Date:	9/27
Time:	
By:	Andrea
Application Fee Received:	

Application Requirements
Application <b>MUST</b> be submitted 60 days <b>PRIOR</b> to event <b>***NO EXCEPTIONS***</b>
Application <b>MUST</b> be submitted along with all required attachments to: City of Jackson Downtown Development Authority Office 161 W Michigan Ave, 5 <sup>th</sup> Floor Jackson Michigan, MI 49201 or <a href="mailto:aecon@cityofjackson.org">aecon@cityofjackson.org</a> (517) 768-6411
Prohibited Items
<i>Additional fees may apply if policies are not followed</i>
No ground stakes No confetti or glitter No use of outlets without prior approval



OCT 22, 2023  
5:00-9:00 PM

X = Road  
Closed

EDWARDS GROUP  
517-888-6187 - CELL  
517-395-4799 - OFFICE

**MEMO TO:** City Councilmembers  
**FROM:** Daniel Mahoney, Mayor  
**DATE:** October 10, 2023  
**SUBJECT:** Racial Equity Commission (REC)

---

**RECOMMENDATION:**

**Approve the Mayors recommendation to appoint Bikash Jha to the Racial Equity Commission for completing a term, beginning immediately and ending December 31, 2026, in concurrence with the REC recommendation.**

The Racial Equity Commission shall consist of five (5) members nominated by the mayor and approved by the city council, who shall be residents of the city. Members shall serve for three-year terms. In making appointments of members of the Racial Equity Commission, the mayor shall recommend, and the city council shall appoint, persons who, insofar as possible, have experience and/or an interest in addressing racism and racial inequities and promoting racial justice and racial equity in the city.

It is my recommendation to appoint Bikash Jha to the Racial Equity Commission for a term beginning immediately, and ending December 31, 2026, in concurrence with the REC recommendation.

DM/jlw

**Leticia Albarran**

---

**From:** noreply@civicplus.com  
**Sent:** Tuesday, August 1, 2023 12:38 PM  
**To:** Daniel Mahoney; John Willis; Aaron Dimick; Lisa Moutinho; Leticia Albarran  
**Subject:** Online Form Submittal: City of Jackson Board/Commission Application

## City of Jackson Board/Commission Application

### City of Jackson Board/Commission Application

First Name	Bikash
Last Name	Jha
Address	1309 Tanbark In w
City	Jackson
State	MI
Zip	49203
Phone Number	5172407219
Email	bikjha08@gmail.com
Last four digits of Social Security Number	████
Occupation	Adjunct Faculty / Account Tech.
Describe your community involvement.	N/A
Are you a City of Jackson resident? Being a non-resident does not prevent you from serving on a board or commission. However, some boards and commissions have residency requirements.	No
If you answered "No" where do you reside?	<i>Field not completed.</i>

If you answered "Yes" how long have you been a City resident? *Field not completed.*

---

Which board or commission are you interested in? You may choose more than one. Economic Development Corporation for Jackson County, Election Commission, Human Relations Commission , Local Officers Compensation Commission, Jackson County Comprehensive Transportation Study, Jackson Housing Commission, Planning Commission , Racial Equity Commission

---

If you selected the Civil Service Board, are you a registered voter? Only registered voters can serve on this commission. Yes

---

Why do you want to serve on your selected board or commission? I want to serve my community in any available capacity and use my knowledge and experience to bring some impact.

---

Upload additional documents *Field not completed.*

---

(Section Break)

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#### Appointment Process

*Following the submission of your completed application, it will be reviewed by the City Manager's Office and the City Treasurer's Office. The Treasurer will review your application to ensure you do not owe the City unpaid taxes or fines. After that clearance, the Mayor will review your application and make a recommendation for an appointment to a board or commission by the City Council. If the recommendation is confirmed by the City Council, you may officially start the process of becoming a member of a board or commission.*

---

(Section Break)

---

#### City Charter Section 2.15. - Person in Default to the City.

*The city shall not contract with, or give an appointive position to, one who is in default to the city. No person who is in default to the city may accept or hold an elective or appointive position unless the default is resolved. Written notice describing the default shall be filed with the clerk and verified by the treasurer and served upon the candidate before the oath of office is given, or upon the officeholder. The term "default" shall not apply if the candidate or officeholder shall, within 30 days after receiving the notice, resolve the default, or if the person shall contest it by any recognized means of legal procedure before a court or tribunal of competent jurisdiction. In the event the indebtedness is upheld, the person shall have 30 days after final determination of the obligation is made to pay it in full.*

---

(Section Break)

---

Final Submission

*Completed applications are kept on file for up to one year after submission. You will be contacted using the information you provided if you are selected for final consideration by the City Council. A board or commission appointment is a non-paid volunteer position.*

---

Digital Signature                      Biaksh Jha

---

Date of Submission                      08/01/23

---

Email not displaying correctly? [View it in your browser.](#)

Click [here](#) to report this email as spam.

**MEMO TO:** Mayor and City Councilmembers  
**FROM:** Andrea Muray, City Clerk  
**DATE:** October 10, 2023  
**SUBJECT:** Second Reading/Final Adoption of Ordinance 2023-10

---

**Recommendation:**

Approve the second reading/final adoption of Ordinance No. 2023-10 amending Section 4.4 of Chapter 4 to accurately identify the prohibition of the keeping of venomous reptiles, of the City of Jackson Code of Ordinances.

Attached is Ordinance 2023-10. Ordinance No. 2023-10 was advanced to a second reading/final adoption at the September 26, 2023 City Council Meeting.

Your consideration and concurrence is appreciated.

ORDINANCE 2023 - 10

An Ordinance amending Section 4.4 of Chapter 4 of the City of Jackson Code of Ordinances to more accurately identify the prohibition of the keeping of venomous reptiles, for the health, safety, and welfare of the citizens of the City of Jackson, Michigan.

THE PEOPLE OF THE CITY OF JACKSON ORDAIN:

Section 1. Purpose.

The City Council adopts this ordinance to clarify the prohibition of keeping venomous reptiles in the City of Jackson, Michigan for the health, safety, and welfare of its citizens.

Section 2.

That Section 4.4 of Chapter 4 of the City of Jackson Code of Ordinances be amended to read as follows:

Sec. 4-4. Keeping of certain animals restricted.

- (a) The keeping of any hogs or swine or cows within the limits of the city is declared to be a nuisance and is prohibited, unless otherwise exempted under Section 4-11.
- (b) The keeping of all venomous reptiles is prohibited. The keeping or sale of all wild or exotic reptiles or animals is prohibited, unless applicable state and/or federal licenses are obtained.
- (c) The keeping of any horses, goats, ducks, geese, doves, pigeons, roosters or other livestock or fowl is likewise declared to be a nuisance and is prohibited with the exception of no more than three (3) hen chickens only as provided for below in Section 4-9. No such livestock or fowl shall be permitted at large.
- (d) The keeping of more than three (3) dogs, more than three (3) cats, or more than two (2) miniature pigs, or any combination of dogs, cats or miniature pigs totaling more than three (3), is prohibited unless the property is classified as a kennel in a C-4 zoning district as provided in subsection 28-71(3) of this Code. This does not include dogs or cats less than four (4) months old. The owner of all private real property shall comply with this section.

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

The foregoing Ordinance No. 2023-10 was adopted by Jackson City Council on October 10, 2023 and a summary was published on October 15, 2023.

---

Andrea Muray, City Clerk

---

Daniel Mahoney, Mayor

ORDINANCE 2023 - \_\_\_\_\_

An Ordinance amending Section 4.4 of Chapter 4 of the City of Jackson Code of Ordinances to more accurately identify the prohibition of the keeping of venomous reptiles, for the health, safety, and welfare of the citizens of the City of Jackson, Michigan.

THE PEOPLE OF THE CITY OF JACKSON ORDAIN:

Section 1. Purpose.

The City Council adopts this ordinance to clarify the prohibition of keeping venomous reptiles in the City of Jackson, Michigan for the health, safety, and welfare of its citizens.

Section 2.

That Section 4.4 of Chapter 4 of the City of Jackson Code of Ordinances be amended to read as follows:

\* \* \*

Sec. 4-4. Keeping of certain animals restricted.

- (a) The keeping of any hogs or swine or cows within the limits of the city is declared to be a nuisance and is prohibited, unless otherwise exempted under Section 4-11.
- (b) The keeping of all ~~poisonous-venomous~~ reptiles is prohibited. The keeping or sale of all wild or exotic reptiles or animals is prohibited, unless applicable state and/or federal licenses are obtained.
- (c) The keeping of any horses, goats, ducks, geese, doves, pigeons, roosters or other livestock or fowl is likewise declared to be a nuisance and is prohibited with the exception of no more than three (3) hen chickens only as provided for below in Section 4-9. No such livestock or fowl shall be permitted at large.
- (d) The keeping of more than three (3) dogs, more than three (3) cats, or more than two (2) miniature pigs, or any combination of dogs, cats or miniature pigs totaling more than three (3), is prohibited unless the property is classified as a kennel in a C-4 zoning district as provided in subsection 28-71(3) of this Code. This does not include dogs or cats less than four (4) months old. The owner of all private real property shall comply with this section.

\* \* \*

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

ORDINANCE 2023 - \_\_\_\_\_

An Ordinance amending Section 14-42.1 of Chapter 14, Article III, Division 2, of the City of Jackson Code of Ordinances by adding new subsection (4) to specify that issued certificates of compliance are transferrable between a buyer and seller of property in furtherance of the health, safety, and welfare of the citizens of the City of Jackson, Michigan.

THE PEOPLE OF THE CITY OF JACKSON ORDAIN:

**Section 1.** Purpose.

The City Council adopts this ordinance amendment to Chapter 14, Article III, Sec. 14-42.1, to clarify that certificates of compliance are transferrable by and between property owners in an arms-length transaction. This provision is being added for the health, safety, and welfare of the citizens of the City of Jackson.

**Section 2.**

That Section 14-42.1 of Chapter 4 of the City of Jackson Code of Ordinances be amended to read as follows:

\* \* \*

**Sec. 14-42.1. Issuance of certificate of compliance.**

The certificate of compliance shall be issued only upon an inspection of the premises by the chief building official or his or her appointed designee.

- (1) The chief building official shall not issue a certificate of compliance when any existing condition constitutes a violation of this article.
- (2) Upon a finding that there is not a condition that would constitute a violation of this article, the certificate of compliance shall be issued. Upon a finding that there is a condition that would constitute a violation of this article, the certificate of compliance shall not be issued, and an order to comply with this article shall be issued immediately and served upon the owner in accordance with section 14-45. Upon reinspection and proof of compliance, the order shall be rescinded and a certificate of compliance shall be issued. Unless stated otherwise, a certificate shall not be valid for a period of more than three (3) years from the date of the last initial inspection of the premises.

- (3) A certificate of compliance shall be issued on condition that the building or structure remains free from violations of this article. If upon re-inspection pursuant to section 14-42 of this article the chief building official determines that conditions exist which constitute a violation of this article, the certificate shall be immediately suspended as to affected areas, and an order to comply with this article shall be issued immediately and served upon the owner in accordance with section 14-45 of this article. On reinspection and proof of compliance, the order shall be rescinded and the suspended certificate reinstated or a new certificate issued.
  
- (4) If a transfer of property occurs during the period in which a certificate of compliance has been issued pursuant to this article, except as set forth in Sec. 14-42(b), the transferee shall not be subject to re-inspection of the premises until the expiration of that compliance certificate, so long as:
  - i. The property is still subject to the Non-Owner Occupied Rental Property Registry as a rental property.

\* \* \*

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

**MEMO TO:** Mayor and City Councilmembers  
**FROM:** Jonathan Greene, City Manager  
**DATE:** October 10, 2023  
**SUBJECT:** Windows Replacement Project at Jackson Fire Department Station #2

---


**Recommendation:**

Accept bid by R.W. Mercer

Attached is a memorandum from Director Elmer Hitt regarding the windows at the fire station on S. Milwaukee St.

I recommend accepting the bid by R.W. Mercer. Your consideration and concurrence is appreciated.

## DEPARTMENTAL REPORT

**MEMO TO:** Jonathan Greene, City Manager  
**FROM:** Elmer J. Hitt, Director of Police and Fire Services   
**DATE:** October 10, 2023  
**RECOMMENDATION:** Accept Bid by R. W. Mercer

---

### SUMMARY

The City of Jackson solicited bids to replace the windows at Jackson Fire Station #2 at 1906 South Milwaukee Street. Bids from R.W. Mercer, Sheriff Goslin, and The Wilson Group were received, with R.W. Mercer submitting the lowest bid of \$86,957.

### BUDGETARY CONSIDERATIONS

The Jackson Fire Department budgeted \$88,000 for this project; R.W. Mercer is the only bidder whose estimate is below the budgeted amount.

### HISTORY, BACKGROUND and DISCUSSION

Station #2 was opened during the COVID pandemic in an effort to segregate firefighters. Ever since a major remodel in 2022, Station #2 has been staffed, providing additional fire and EMS response to the citizens of Jackson. Window replacement was not included in that model, however replacement is necessary.

### DISCUSSION OF THE ISSUE

The Fire Department would save on energy costs in future years, which will add to the cost savings with Mercer's bid being under the budgeted amount.

### POSITION

I recommend accepting the bid by R.W. Mercer for the windows update project at the Central Fire Station.

---

ATTACHMENTS

	<b>RW MERCER</b> 2322 BROOKLYN RD. JACKSON, MI 49203	<b>SHERIFF GOSLIN CO.</b> 10 AVENUE C BATTLE CREEK, MI 49037	<b>THE WILSON GROUP, INC.</b> 13510 OAK STREET KANSAS CITY, MO 64145
<b>Lump sum bid for Fire Station 2 Window Replacement per the drawings and specifications</b>	\$ 86,957.00	\$ 142,150.00	\$ 201,247.00

**MEMO TO:** Mayor and City Councilmembers  
**FROM:** Jonathan Greene, City Manager  
**DATE:** October 10, 2023  
**SUBJECT:** Amend FY23/24 Budget

---

**Recommendation:**

To adopt the attached resolution amending the FY 23/24 budget to reflect the additional revenue and expenditures associated with the Byrne JAG grant.

Attached is a memorandum from Director Elmer Hitt regarding the necessity of the amendment.

I recommend approval of this request. Your consideration and concurrence is appreciated.

## DEPARTMENTAL REPORT

**MEMO TO:** Jonathan Greene, City Manager  
**FROM:** Elmer Hitt, Director of Police and Fire Services *EH*  
**DATE:** October 10, 2023  
**RECOMMENDATION:** Amend FY 23/24 Budget

---

### SUMMARY

The Jackson Police Department and Jackson County Sheriff's Department were awarded \$51,526 in FY2023 Edward Byrne Memorial Justice Assistance Grant (JAG) funds.

### BUDGETARY CONSIDERATIONS

The awarded funds of \$51,526 will be used for the continuation of a license plate reading system, handgun accessories, and other equipment needed by the Jackson County Sheriff's Department.

### HISTORY, BACKGROUND and DISCUSSION

Each year, the City of Jackson and/or Jackson County receive JAG funds in order to purchase equipment. The attached resolution would amend the FY23/24 budget to reflect the grant-funded expenditures and associated revenue.

### DISCUSSION OF THE ISSUE

The Justice Assistance Grant helps to offset the general fund costs of operations for both the City and County, and must be used for specific law enforcement purchases. No match is required by the City or County to receive these grant funds.

### POSITIONS

I request the attached resolution be adopted to amend the FY 23/24 budget.

---

**RESOLUTION**

WHEREAS, the City has entered into the federal government's Edward Byrne Memorial 2023 Justice Assistance Grant (JAG) Program, through the Department of Justice, Office of Justice Programs, Bureau of Justice Assistance.

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

NOW, THEREFORE, BE IT RESOLVED, that the 2023/2024 budget be amended as follows:

**Special Revenue Fund**

		<u>Increase</u>
<b>REVENUES:</b>		
275-329-224-501.000	Federal Grant	<u>51,526</u>
<b>EXPENDITURES:</b>		
275-329-223-933.000	Software	25,000
275-329-223-977.001	Equipment - County	20,210
275-329-223-985.000	Equipment	6,316
		<u>51,526</u>

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

I, Andrea Muray, Clerk in and for the City of Jackson, County and State aforesaid, do hereby certify that the foregoing is a true and complete copy of a Resolution adopted by the Jackson City Council on October 10, 2023.

IN WITNESS WHEREOF, I have hereunto affixed my signature and the seal of the City of Jackson, on this 11th day of October 2023.

\_\_\_\_\_ City Treasurer/City Clerk

**MEMO TO:** Mayor and City Councilmembers  
**FROM:** Jonathan Greene, City Manager  
**DATE:** October 10, 2023  
**SUBJECT:** **Traffic Control Orders 2390 & 2391  
Euclid Street at Kent Street, and Mansion Street at Kent Street**

---

**Recommendation:**

**Approval of Traffic Control Orders 2390 and 2391 to remove Yield Signs at Euclid Street and Kent Street and at Mansion Street and Kent Street, replacing them with Stop Signs, and rescind Traffic Control Orders 0731 and 0360.**

Attached is a memo from Jon Dowling, City Engineer, for Traffic Control Orders at Euclid Street and Kent Street, and at Mansion Street and Kent Street.

I recommend approval of Traffic Control Orders 2390 and 2391. Your consideration and concurrence is appreciated.

JG

## DEPARTMENTAL REPORT

**MEMO TO:** Jonathan Greene, City Manager  
**FROM:** Jon H. Dowling, P.E., City Engineer  
**DATE:** October 10, 2023

**RECOMMENDATION:** Approval of Traffic Control Orders 2390 and 2391 to remove Yield Signs at Euclid Street and Kent Street, and at Mansion Street and Kent Street, replacing them with Stop Signs, and rescind Traffic Control Orders 0731 and 0360.

### SUMMARY

Traffic Control Orders (TCOs) are needed to remove Yield Signs at Euclid Street and Kent Street, and at Mansion Street and Kent Street, replacing them with Stop Signs

### BUDGETARY CONSIDERATIONS

Item	Each	Total
4 - Stop Signs	\$58.00	\$232.00
2 - hours labor/equipment	\$122.34	\$244.68
<b>Total</b>		<b>\$456.68</b>

This is the estimated cost for this work, which will be paid from Major Streets Traffic funds.

### HISTORY, BACKGROUND and DISCUSSION

TCO 0360 had been created in 1962 Due to increased traffic at the intersection of Mansion Street and Kent Street Yield Signs were approved and installed to establish justifiable driver responsibility. Then TCO 0731 was created in 1964 with the same reasoning for the intersection of Euclid Street and Kent Street and Yield Signs were installed there. When this TCO was established, the Shopping Center at Francis Street, (now MLK), and Prospect Street increased the volume of traffic down Kent Street. Since then the volume of neighborhood traffic has remained steady on Kent Street and drivers have come to disregard the Yield Signs as indicated by the residents in the neighborhood.

### DISCUSSION OF THE ISSUE

After review, Engineering has the following recommendation:

Remove “Yield” Signs on the Northwest corner and Southeast corner of Euclid Street and Kent Street, and Mansion Street and Kent, Street and replace them with “Stop” Signs and rescind TCOs 0360 and 0731.

### POSITIONS

It is the recommendation of Engineering that Traffic Control Orders 2390 and 2391 be approved. If you have any questions please do not hesitate to contact me.

ATTACHMENTS

**CITY OF JACKSON, MICHIGAN**  
**TRAFFIC ENGINEERING DIVISION**  
**Traffic Control Order 2390**

**LOCATION:** Euclid Street at Kent Street

**DATE:** October 10, 2023

**ASSIGNED TO:** Sign Shop

**TCO DESCRIPTION**

At the request of a homeowner on Euclid Street, Engineering reviewed the possibility of replacing the Yield Signs currently in place on Kent Street at Euclid Street with Stop Signs. The homeowner indicates that people driving on Kent Street do not Yield at the signs and there have been several close calls for traffic accidents.

BY JON H. DOWLING, P.E.

**RECOMMENDATION**

Engineering recommends replacement of the Yield Signs on Kent Street at Euclid Street with Stop Signs. This would rescind TCO 0731.

**APPROVED**  **REJECTED**  **DATE** \_\_\_\_\_ **BY CITY COUNCIL**

**WORK ASSIGNMENT:** To Sign Shop

**DATE:** September 12, 2023

**TO:**

Remove "Yield" Signs on the Northwest corner and Southeast corner of Euclid Street and Kent Street and replace them with "Stop" Signs

BY JON H. DOWLING, P.E.

**MATERIAL USED**

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

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

**ASSIGNMENT COMPLETED**

**DATE:** \_\_\_\_\_ **BY: Sign Shop**

**WORK INSPECTED**

**REMARKS:**

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

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

**CITY OF JACKSON, MICHIGAN**  
**TRAFFIC ENGINEERING DIVISION**  
**Traffic Control Order 2391**

**LOCATION:** Mansion Street at Kent Street

**DATE:** October 10, 2023

**ASSIGNED TO:** Sign Shop

**TCO DESCRIPTION**

At the request of a homeowner on Euclid Street, Engineering reviewed the possibility of replacing the Yield Signs currently in place on Kent Street at Mansion Street with Stop Signs. The homeowner indicates that people driving on Kent Street do not Yield at the signs and there have been several close calls for traffic accidents.

BY JON H. DOWLING, P.E.

**RECOMMENDATION**

Engineering recommends replacement of the Yield Signs on Kent Street at Mansion Street with Stop Signs. This would rescind TCO 0360.

**APPROVED**  **REJECTED**  **DATE** \_\_\_\_\_ **BY CITY COUNCIL**

**WORK ASSIGNMENT:** To Sign Shop

**DATE:** September 12, 2023

**TO:**

Remove "Yield" Signs on the Northwest corner and Southeast corner of Mansion Street and Kent Street and replace them with "Stop" Signs.

BY JON H. DOWLING, P.E.

**MATERIAL USED**

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

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

**ASSIGNMENT COMPLETED**

**DATE:** \_\_\_\_\_ **BY: Sign Shop**

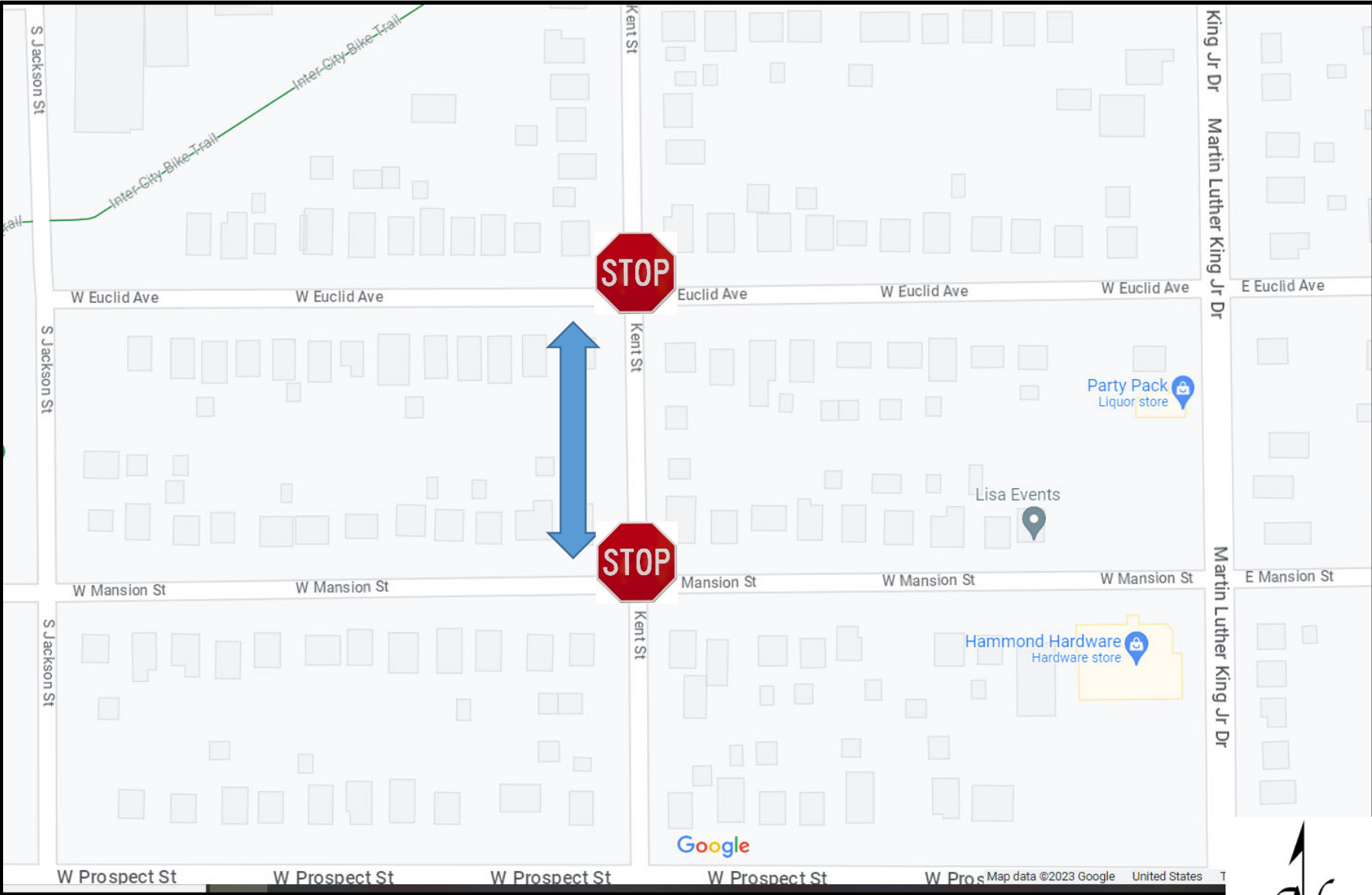
**WORK INSPECTED**

**REMARKS:**

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

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

# Traffic Control Orders 2390 and 2391



**MEMO TO:** Mayor and City Councilmembers  
**FROM:** Jonathan Greene, City Manager  
**DATE:** October 10, 2023  
**SUBJECT:** Accepting grant funds from the State of Michigan Department of Natural Resources.

---

**Recommendation:**

Approval of a resolution to accept a 2022 grant from the Michigan Department of Natural Resources (MDNR) for trail construction from S. West Avenue to the Optimist Park Shelter along the MLK Jr. Equality Trail and authorization for the Clerk to execute the appropriate documents.

Attached is a memo from Kelli Hoover, Director of Parks, Recreation and Cemeteries, regarding the contract with the State of Michigan Department of Natural Resources.

We recommend approval of the resolution to accept a grant for the MLK Jr. Equality Trail Project and authorization for the Mayor and Clerk to execute the appropriate documents. Your consideration and concurrence is appreciated.

JG

## DEPARTMENTAL REPORT

**MEMO TO:** Jonathan Greene, City Manager  
**FROM:** Kelli Hoover, Director Parks, Recreation and Cemeteries  
**DATE:** October 10, 2023

**RECOMMENDATION:** Approval of a resolution to accept a 2022 grant from the Michigan Department of Natural Resources (MDNR) for trail construction from S. West Avenue to the Optimist Park Shelter along the MLK Jr. Equality Trail and authorization for Clerk to execute the appropriate documents.

---

### SUMMARY

Approval of a resolution to accept a 2022 grant from the Michigan Department of Natural Resources (MDNR) for trail construction from S. West Avenue to the Optimist Park Shelter along the MLK Jr. Equality Trail and authorization for the Mayor and Clerk to execute the appropriate documents

---

### BUDGETARY CONSIDERATIONS

The trail project will be funded through the following areas;

MDNR Trust Fund Grant	\$300,000
City of Jackson	\$300,000

### HISTORY, BACKGROUND and DISCUSSION

The City of Jackson Parks, Recreation and Cemeteries Department has partnered in the past with the MDNR Trust Fund Grants at Cooper Street Trail, PAKA Trail, Bloomfield, Exchange, Ella Sharp, Rotary, Lions Parks amongst several other projects with great success.

### DISCUSSION OF THE ISSUE

In 2018 the City started the trail light project from Morrell Street through the Howard Woods Complex and MLK Jr. Center to Prospect Street. Currently we are developing the phase one of the trail from Prospect to South West Avenue. This phase two project would be a continuation to our trail head.

### POSITIONS

I request the attached resolution to enter into contract with the Michigan Department of Natural Resources be approved by the City Council, and the City Clerk be authorized to sign the appropriate contract documents.

---

**RESOLUTION**

**BY THE CITY COUNCIL:**

**WHEREAS**, the City of Jackson seeks to extend the City updates Trail System west from the S. West Avenue to the Optimist Shelter and

**WHEREAS**, the City accepts and agrees to the terms and agreements as received from the Michigan Department of Natural Resources, and

**WHEREAS**, the City shall appropriate all funds necessary to complete the project during the project period and to provide \$300,000 dollars to match the grant authorized by the State of Michigan Department of Natural Resources, and

**WHEREAS**, the City shall maintain satisfactory financial accounts, documents, and records and make them available to the State of Michigan Department of Natural Resources for auditing at reasonable times, and

**WHEREAS**, the City shall construct the project and provide such funds, services and materials as may be necessary to satisfy the terms of said Agreement, and

**WHEREAS**, the City shall regulate the use of the facility constructed and reserved under this Agreement to assure the use thereof by the public on equal and reasonable terms; and

**WHEREAS**, the City shall comply with any and all terms of said Agreement including all terms not specifically set forth in the foregoing portions of this Resolution.

**NOW, THEREFORE, BE IT RESOLVED**, that the City of Jackson City Council approves the resolution to accept a grant from the Michigan Department of Natural Resources (MDNR) for the MLK Jr. Equality Trail Project and give authorization for the City Clerk to execute the appropriate documents.

\* \* \* \* \*

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

I, Andrea Murray, City Clerk in and for the City of Jackson, County and State of Michigan, do hereby certify that the foregoing is a true and complete copy of a Resolution adopted by the Jackson City Council on the \_\_\_\_ day of \_\_\_\_\_.

IN WITNESS WHEREOF, I have hereto affixed  
my signature and the seal of the City of Jackson,  
Michigan, on this \_\_\_\_ day of \_\_\_\_\_, 2023.

\_\_\_\_\_



**MEMO TO:** Mayor and City Councilmembers  
**FROM:** Jonathan Greene, City Manager  
**DATE:** October 10, 2023  
**SUBJECT:** Purchase LifePak Monitors

---


**Recommendation:**

Approve purchase of two LifePak monitors with accessories.

Attached is a memorandum from Director Elmer Hitt regarding the purchase of LifePak 15 monitor/defibrillator/AEDs.

I recommend approving the purchase of the equipment. Your consideration and concurrence is appreciated.

## DEPARTMENTAL REPORT

**MEMO TO:** Jonathan Greene, City Manager  
**FROM:** Elmer J. Hitt, Director of Police and Fire Services   
**DATE:** October 10, 2023  
**RECOMMENDATION:** Approval of LifePak Purchase

---

### SUMMARY

The Jackson Fire Department is requesting to purchase two LifePak 15 monitor/defibrillators. The department currently has one unit deployed to a front line fire apparatus. The purchase of two additional units would increase the Department's capacity to serve the citizens of Jackson.

### BUDGETARY CONSIDERATIONS

The total cost of two LifePak monitors and associated equipment will be \$104,385.76. The Fire Department budgeted a total of \$103,312 for these monitors in the 23/24 fiscal year budget. The remaining \$1,073.76 will come from the Department's general fund, utilizing cost savings experienced in other areas so far this fiscal year. The purchase will be offset by \$89,000 in revenue from the Opioid Settlement fund, which is shown in the FY23/24 budget approved by the City Council.

### HISTORY, BACKGROUND and DISCUSSION

The one LifePak monitor currently used by the Jackson Fire Department has proved invaluable to Rescue personnel while on scene. The monitor allows EMTs and paramedics to receive critical information and share it with the Emergency Department at Henry Ford Health in Jackson. This data sharing and continual influx of information enhances lifesaving efforts of patients in a medical crisis.

### DISCUSSION OF THE ISSUE

The two additional LifePak monitors would be deployed on other front line apparatus. This would provide a LifePak monitor to all firefighters dispatched for medical rescue services within the City of Jackson.

### POSITION

I recommend approving the purchase of the additional LifePak monitors.

---

ATTACHMENTS

# Purchase Order Form



9-26-23 <sup>QA</sup>  
~~05-16-2023 10:12:00-0400~~

Account Manager : Maegan Beveridge

Purchase Order Date :

Cell Phone :

Expected Delivery Date :

Stryker Quote Number :

~~10472172~~ 10787182 <sup>QA</sup>

Customer PO Number :

Bill To	Customer # : 1536361
Company Name :	JACKSON POLICE AND FIRE SVCS
Contact or Department :	
Street Address :	216 E WASHINGTON AVE
Add'l Address Line :	
City, ST, ZIP :	JACKSON, Michigan, 49201-2366
Phone :	

Authorized  
Customer  
Initials

Ship To / End User	Customer # : 1325698
Company Name :	JACKSON FIRE DEPT
Contact or Department :	
Street Address :	518 N JACKSON ST
Add'l Address Line :	
City, ST, ZIP :	JACKSON, Michigan , 49201-1223
Phone :	

Authorized  
Customer  
Initials

Deliver To	Customer # : 1325698
Company Name :	
Contact or Department :	
Street Address :	
Add'l Address Line :	
City, ST, ZIP :	
Phone :	

Authorized  
Customer  
Initials

Description	Total
	\$104,385.76

**Total : \$104,385.76**

Attachment: Stryker Quote Number : 10472172

Stryker Terms and Conditions  
[www.strykeremergencycare.com/terms](http://www.strykeremergencycare.com/terms)

# Purchase Order Form



## **Accounts Payable Contact Information**

**Name :**

**Email :**

**Phone :**

## **Authorized Customer Signature**

**Name :**

**Title :**

**Signature :**

**Date :**

Attachment: Stryker Quote Number : 10472172

Stryker Terms and Conditions  
[www.strykeremergencycare.com/terms](http://www.strykeremergencycare.com/terms)



Jackson FD- 2 LP15 + Full Service

Quote Number: 10787182
Version: 1
Prepared For: JACKSON FIRE DEPT
Attn:

Rep: Maegan Beveridge
Email: maegan.beveridge@stryker.com
Phone Number:

Quote Date: 09/22/2023
Expiration Date: 09/30/2023

Table with 3 columns: Delivery Address, End User - Shipping, Bill To Account. Rows include Name, Account #, and Address for JACKSON FIRE DEPT and JACKSON POLICE AND FIRE SVCS.

Equipment Products:

Table with 7 columns: #, Product, Description, U/M, Qty, Sell Price, Total. Lists various medical equipment items like LIFEPAK 15 V4 Monitor/Defib, Station Battery Charger, and NIBP Cuff-Disposable.



**Jackson FD- 2 LP15 + Full Service**

Quote Number: 10787182  
 Version: 1  
 Prepared For: JACKSON FIRE DEPT  
 Attn:

Rep: Maegan Beveridge  
 Email: maegan.beveridge@stryker.com  
 Phone Number:

Service Rep:  
 Email:

#	Product	Description	U/M	Qty	Sell Price	Total
12.0	11577-000002	LIFEPAK 15 Basic carry case w/right & left pouches; shoulder strap (11577-000001) included at no additional charge when case ordered with a LIFEPAK 15 device	PCE	2	\$302.40	\$604.80
13.0	11220-000028	LIFEPAK 15 Carry case top pouch	PCE	2	\$54.60	\$109.20
14.0	11260-000039	LIFEPAK 15 Carry case back pouch	PCE	2	\$77.70	\$155.40
Equipment List Price:						\$98,560.84
Equipment Total:						\$86,411.10

**ProCare Products:**

#	Product	Description	Qty	Sell Price	Total
16.1	LIFEPAK-FLD-PROCARE	Lifepak 15 for LIFEPAK 15 V4 Monitor/Defib - Manual & AED, Trending, Noninvasive Pacing, SpO2, SpCO, NIBP, 12-Lead ECG, EICO2, BT. Incl at N/C: 2 pr QC Electrodes (11996-000091) & 1 Test Load (21330-001366) per device, 1 Svc Manual CD (26500-003612) per order  09/23/2023 - 09/22/2024  warranty: 1 year service plan: 4 years x 2 LP15 = 8	8	\$1,847.12	\$14,776.96
ProCare List Price:					\$17,632.00
ProCare Total:					\$14,776.96

**Data Solutions:**

#	Product	Description	Qty	Sell Price	Total
15.0	21996-000109	Titan III WIFI Gateway	2	\$929.60	\$1,859.20
Data Solutions List Price:					\$2,656.00
Data Solutions Total:					\$1,859.20

**Price Totals:**

Estimated Sales Tax (0.000%):	\$0.00
Freight/Shipping:	\$1,338.50
<b>Grand Total:</b>	<b>\$104,385.76</b>

September 2023

Stryker is the sole-source provider in the Hospital (hospitals and hospital-owned facilities), Emergency Response Services and Emergency Response Training (paramedics, professional and volunteer fire) markets in the U.S. and Canada for the following products:

- New LIFEPAK® 15 monitor/defibrillators
- New LIFEPAK CR2 automated external defibrillators
- New LIFEPAK 1000 automated external defibrillators
- New LUCAS® chest compression system
- CODE-STAT™ data review software and service

Stryker is the sole-source provider in all markets for the following products and services:

- RELI™ (Refurbished Equipment from the Lifesaving Innovators) devices
- LIFENET® system and related software
- ACLS (non-clinical) LIFEPAK defibrillator/monitors
- LIFELINKcentral™ Government Campus Solution
- MultiTech 4G and Titan III gateways
- Factory-authorized inspection and repair services which include repair parts, upgrades, inspections and repairs

Stryker does not authorize any third parties to sell these products or services in the markets listed above. We will not fulfill orders placed by non-authorized businesses seeking to resell our products or services. If you have questions, please feel free to contact your local Stryker customer service representative at 800.442.1142.

Sincerely,



Matt Van Der Wende, Vice President, Americas Sales

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M0000008130 REV AB

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## Emergency Care

11811 Willows Road NE, Redmond, WA 98052 USA | P +1 425 867 4000 | Toll-free +1 800 442 1142 | [stryker.com](http://stryker.com)

**MEMO TO:** Mayor and City Councilmembers  
**FROM:** Jonathan Greene, City Manager  
**DATE:** October 10, 2023  
**SUBJECT:** **Amendment 3 to the 2020 Water Main Engineering Contract**

---

**RECOMMENDATION:**

**Approval of Amendment 3 to the 2020 Water Main Engineering contract with Hubbell, Roth & Clark, Inc. (HRC) of Jackson, Michigan at a not-to-exceed cost of \$559,500.00 and authorization for the City Manager and City Engineer to execute the appropriate documents.**

Attached is a report from Jon Dowling, City Engineer regarding an amendment for the above referenced contract.

I recommend approval of the amendment. Your consideration and concurrence is appreciated.

JG

## DEPARTMENTAL REPORT

**MEMO TO:** Jonathan Greene, City Manager  
**FROM:** Jon H. Dowling, P.E., City Engineer  
**DATE:** October 10, 2023

**RECOMMENDATION:** Approval of Amendment 3 to the 2020 Water Main Engineering contract with Hubbell, Roth & Clark, Inc. (HRC) of Jackson, Michigan at a not-to-exceed cost of \$559,500.00 and authorization for the City Manager and City Engineer to execute the appropriate documents.

### SUMMARY

On March 31, 2020, City Council awarded the 2020 Water Main Engineering contract to Hubbell, Roth & Clark, Inc. (HRC) of Jackson, Michigan. The subject amendment is to provide design and construction engineering services for new water mains on eleven streets to replace old 4-inch water mains and 86 lead water services.

### BUDGETARY CONSIDERATIONS

The current amount for the 2020 Water Main Engineering contract with HRC is \$782,163.00. The amount of the proposed Amendment 3 is \$559,500.00, bringing the revised contract amount to \$1,341,663.00. The cost of the amendment will be paid by Water Funds.

### HISTORY, BACKGROUND and DISCUSSION

On March 31, 2020, City Council awarded the 2020 Water Main Engineering contract to HRC for design and construction engineering for the reconstruction of water transmission mains on the streets in the area of the railroad depot.

On July 13, 2021, City Council approved Amendment 1 to the contract for the Phase I 4" Water Main Project to provide design and construction engineering for water main replacements on: Arnold, Cooper to east end; Biddle, Greenwood to Williams; Burr, Cooper to Waterloo; Deyo, Elm to Gorham; Dwight, Chapin to Tyson; Fourth, Franklin to Washington; Garfield, Fourth to First; Grinnell, Norfolk to Wildwood; East, Plymouth to Teneyck; and Fourth, Franklin to Washington.

On February 21, 2023, City Council approved Amendment 2 to the contract to provide design engineering and construction engineering services to provide the water main replacements and street reconstruction on McBride from Fourth to First, on Williams from Biddle to Wilkins, and to remove these services for Fourth from Franklin to Washington as it had been postponed.

### DISCUSSION OF THE ISSUE

The draft announcement of the Drinking Water State Revolving Fund (DWSRF) was released on September 11, 2023 showing that the City of Jackson Phase II 4" Water Main project is being funded. The final draft report of the DWSRF has not been released yet. Draft plans need to be submitted to the state in early January and plans ready to be bid need to be submitted in early March.

To meet the DWSRF schedule from the state, Engineering requested a proposal from HRC who has developed the Phase I plans. Attached is their proposal dated September 27, 2023.

The proposed contract Amendment 3 is to provide design and construction engineering for water main replacements on eleven streets as follows: Park, Burr to Ganson; Pleasant, Pringle to Deyo; Quarry, Park to Harris; Virginia, Waterloo to 800 block; Woodward, Edward to A; New York Alley, Wilkins to Franklin; Pigeon, Wren to Moore; Seventh, Christy to Carlton; Warwick Ct., MLK to Cooper; Wilkins, MLK to New York Alley; and Wren, Pigeon to Martin.

The replacement of these water mains will also replace 97 water services, of which 86 services are partial or full lead pipes.

## POSITIONS

Engineering recommends that Amendment 3 to the 2020 Water Main Engineering contract with HRC be approved for the not-to-exceed amount of \$559,500.00. I also request that the City Manager and City Engineer be authorized to sign the appropriate documents.

**AMENDMENT NO. 3**  
**Contract for**  
**20-003 - 2020 Water Main Engineering**  
**City of Jackson, Michigan**

Notice is hereby given that the following additional information and changes shall become a part of the Contract Documents of the above-named contract.

<b>ORIGINAL CONTRACT AMOUNT</b>	<b>\$209,553.00</b>
<b>AMENDMENT NO. 1</b>	<b>\$486,350.00</b>
<b>CONTRACT AMOUNT AS SET BY AMENDMENT NO.1</b>	<b>\$695,903.00</b>
<b>AMENDMENT NO. 2</b>	<b>\$86,260.00</b>
<b>CONTRACT AMOUNT AS SET BY AMENDMENT NO. 2</b>	<b>\$782,163.00</b>
<b>AMENDMENT NO. 3</b>	<b>\$559,500.00</b>
<b>NEW CONTRACT AMOUNT AS SET BY AMENDMENT 3</b>	<b>\$1,341,663.00</b>

**REASON FOR AMENDMENT:**

To provide design and construction engineering services for new water mains and street construction on eleven streets to replace old 4" water mains and 86 lead water services.

\_\_\_\_\_  
Jon H. Dowling, P.E.  
City Engineer

ACCEPTED BY:

\_\_\_\_\_  
Todd Sneathen, P.E., Vice President  
Hubbell, Roth & Clark, Inc.

\_\_\_\_\_  
Date:

ACCEPTED BY:

\_\_\_\_\_  
Jon H. Dowling, P.E., City Engineer

\_\_\_\_\_  
Date:

ACCEPTED BY:

\_\_\_\_\_  
Jonathan Greene, City Manager

\_\_\_\_\_  
Date:

September 27, 2023

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

Attn: Jon Dowling, P.E, City Engineer

Re: 2020 Water main Engineering  
Amendment #3  
4" Watermain Upgrades

HRC Job No. 20210802

Dear Mr. Dowling:

Per our discussions, we are pleased to submit this amendment for various tasks. These tasks include both design and construction engineering duties. Each task also includes soil borings, pavement corings and sewer cleaning and televising.

**Task 1 - Design and Construction Engineering for Park Ave. Watermain Replacement from Burr to Ganson**

The City requested HRC to prepare construction documents for upgrading the 4" watermain by directional drilling of Park Avenue, Burr to Ganson, approximately 1,020 feet, and replacement of 15 water services. HRC's work will include topographic survey, preparing bid documents and inspection and construction engineering services for the project. We are assuming 6 weeks of construction. HRC can complete the design work and construction administration for \$62,540.

**Task 2 - Design and Construction Engineering for Pleasant St. Watermain Replacement from Pringle to Deyo**

The City requested HRC to prepare construction documents for upgrading the 4" watermain by direction drilling of Pleasant Street, Pringle to Deyo, approximately 670 feet, and replacement of 10 water services. HRC's work will include topographic survey, preparing bid documents and inspection and construction engineering services for the project. We are assuming 4 weeks of construction. HRC can complete the design work and construction administration for \$51,260.

**Task 3 - Design and Construction Engineering for Quarry St. Watermain Replacement from Park to Harris**

The City requested HRC to prepare construction documents for upgrading the 4" watermain by directional drilling of Quarry Street, Park to Harris, approximately 720 feet, and replacement of 14 water services. HRC's work will include topographic survey, preparing bid documents and inspection and construction engineering services for the project. We are assuming 5 weeks of construction. HRC can complete the design work and construction administration for \$55,340.

**Task 4 - Design and Construction Engineering for Virginia St Watermain Replacement from Waterloo to 800 block**

The City requested HRC to prepare construction documents for upgrading the 4" watermain directional drilling of Virginia Street, Waterloo to 800 block, approximately 430 feet, and replacement of 11 water services. HRC's work will include topographic survey, preparing bid documents and inspection and construction engineering services for the project. We are assuming 3 weeks of construction. HRC can complete the design work and construction administration for \$44,900.

**Task 5 - Design and Construction Engineering for Woodward Ave. Watermain Replacement from Edward to A**

The City requested HRC to prepare construction documents for upgrading the 4" watermain by directional drilling of Woodward Avenue, Edward to A, approximately 400 feet, and replacement of 8 water services. HRC's work will include topographic survey, preparing bid documents and inspection and construction engineering services for the project. We are assuming 3 weeks of construction. HRC can complete the design work and construction administration for \$44,810

**Bloomfield Hills**  
555 Hulet Drive  
Bloomfield Hills, MI 48302  
248-454-6300

**Delhi Township**  
2101 Aurelius Rd.  
Suite 2A  
Holt, MI 48842  
517-694-7760

**Detroit**  
535 Griswold St.  
Buhl Building, Ste  
1650  
Detroit, MI 48226  
313-965-3330

**Grand Rapids**  
1925 Breton Road SE  
Suite 100  
Grand Rapids, MI 49506  
616-454-4286

**Howell**  
105 W. Grand River  
Howell, MI 48843  
517-552-9199

**Kalamazoo**  
834 King Highway  
Suite 107  
Kalamazoo, MI 49001  
269-665-2005

**Lansing**  
215 S. Washington SQ  
Suite D  
Lansing, MI 48933  
517-292-1488

**Task 6 - Design and Construction Engineering for NY Alley Watermain Replacement from Wilkins to Franklin**

The City requested HRC to prepare construction documents for upgrading the 4" watermain by directional drilling of NY Alley, Wilkins to Franklin, approximately 600 feet, and replacement of 4 water services. HRC's work will include topographic survey, preparing bid documents and inspection and construction engineering services for the project. We are assuming 5 weeks of construction. HRC can complete the design work and construction administration for \$54,890.

**Task 7 - Design and Construction Engineering for Pigeon St. Watermain Replacement from Wren to Moore**

The City requested HRC to prepare construction documents for upgrading the 4" watermain by directional drilling of Pigeon Street, Wren to Moore, approximately 630 feet, and replacement of 13 water services. HRC's work will include topographic survey, preparing bid documents and inspection and construction engineering services for the project. We are assuming 5 weeks of construction. HRC can complete the design work and construction administration for \$55,070.

**Task 8 - Design and Construction Engineering for Seventh St. Watermain Replacement from Christy to Carlton**

The City requested HRC to prepare construction documents for upgrading the 4" watermain by directional drilling of Seventh Street, Christy to Carlton, approximately 450 feet, and replacement of 6 water services. HRC's work will include topographic survey, preparing bid documents and inspection and construction engineering services for the project. We are assuming 3 weeks of construction. HRC can complete the design work and construction administration for \$44,960.

**Task 9 - Construction Engineering for Warrick Ct. Watermain Replacement from MLK to Cooper**

The City requested HRC to prepare construction documents for upgrading the 4" watermain by directional drilling of Warrick Court, MLK to Cooper, approximately 850 feet, and replacement of 5 water services. HRC's work will include topographic survey, preparing bid documents and inspection and construction engineering services for the project. We are assuming 5 weeks of construction. HRC can complete the design work and construction administration for \$56,590.

**Task 10 - Construction Engineering for Wilkins St. Watermain Replacement from MLK to NY Alley**

The City requested HRC to prepare construction documents for upgrading the 4" watermain by directional drilling of Wilkins Street, MLK to NY Alley, approximately 300 feet, and replacement of 2 water services. HRC's work will include topographic survey, preparing bid documents and inspection and construction engineering services for the project. We are assuming 3 weeks of construction. HRC can complete the design work and construction administration for \$44,510.

**Task 11 - Design and Construction Engineering for Wren St. Watermain Replacement from Pigeon to Martin**

The City requested HRC to prepare construction documents for upgrading the 4" watermain by directional drilling of Wren Street, Pigeon to Martin, approximately 310 feet, and replacement of 9 water services. HRC's work will include topographic survey, preparing bid documents and inspection and construction engineering services for the project. We are assuming 3 weeks of construction. HRC can complete the design work and construction administration for \$44,540.

Based on all of Tasks above, we estimate the total cost of Engineering Services for design and construction at **\$559,500** which would not be exceed without prior authorization. We will invoice the City in accordance with the terms of our existing contract, and the final invoice amount will be based on actual time spent.

If you have any questions or require any additional information, please contact the undersigned.

Very truly yours,

HUBBELL, ROTH & CLARK, INC.



Todd Sneathen, P.E.  
Vice President

Attachment

pc: HRC; M. Romkema, File

**MEMO TO:** Mayor and Councilmembers  
**FROM:** Jonathan Greene, City Manager  
**DATE:** October 10, 2023  
**SUBJECT:** **Change Order No. 1 to the Wastewater Treatment Plant and Myrtle Lift Station Improvements with Heaney General Contracting, Inc.**

---

**Recommendation:**

Approval of Change Order No. 1 to the Wastewater Treatment Plant and Myrtle Lift Station Improvements with Heaney General Contracting, Inc. in the increased amount of \$163,502.57 and authorize the City Manager and Director of Public Works to execute the appropriate documents.

Your consideration and concurrence are appreciated.

## DEPARTMENTAL REPORT

**MEMO TO:** Jonathan Greene, City Manager  
**FROM:** Michael Osborn, Director of Public Works  
**DATE:** October 10, 2023

**RECOMMENDATION:** Approval of Change Order No. 1 to the Wastewater Treatment Plant and Myrtle Lift Station Improvements with Heaney General Contracting, Inc. in the increased amount of \$163,502.57 and authorize the City Manager and Director of Public Works to execute the appropriate documents.

### SUMMARY

In March of 2023, Heaney General Contracting, Inc. was awarded the project at a contract price of \$7,550,058. Since beginning the work, the contractor identified various issues based on existing conditions and the project schedule that need addressing. The items include providing temporary power for PE and RS pumping until electrical panels are available, adjusting effluent knife gate valve sizes at Myrtle Lift Station to allow fewer and shorter shutdowns during construction, rebuilding the failing parapet wall on the Myrtle Lift Station roof, and provide larger sized VFDs for the three primary effluent pumps at the Wastewater Treatment Plant (WWTP). The additional scope of work will increase the overall contract costs. A credit is also offered for asphalt patching that was performed by the City. To proceed with these changes to the existing contract, the change order to modify the contract price requires the approval of City Council.

### BUDGETARY CONSIDERATIONS

This change order for the Wastewater Treatment Plant and Myrtle Lift Station Improvements Contract will be funded using Sewer Funds from the 406 - Wastewater Equipment Replacement Fund.

### HISTORY, BACKGROUND and DISCUSSION

The project work includes replacing pumping equipment, electrical distribution panels, and controls at the Wastewater Treatment Plant and Myrtle Lift Station. Since being awarded the contract, submitting shop drawings, and starting work onsite, Heaney General Contracting has communicated the issues and field findings to Fishbeck for review.

The items comprising this change order represent changes or additional work, labor, or materials, in the project scope which Fishbeck finds warranted. The Myrtle Lift Station building is nearly 100 years old, and the replacement of the roof drains and additional brick parapet repairs will increase the longevity of the structure. The provisions for temporary power to the WWTP pumping systems are necessary for the operation of the plant during construction while maintaining the project schedule in light of electrical equipment delays. At the Myrtle Lift Station, larger effluent valves are required to match existing pipe configurations and allow flow isolation later for the pump replacements to avoid a second lengthy and costly shutdown of the station. For the WWTP primary effluent (PE) pumps, the shop drawing review for proposed equipment and field investigations during construction confirmed that electrical equipment was undersized for both existing and new pumps, requiring larger-sized equipment for the respective pump motors. Incorporating these changes in the scope of work to the contract with Heaney General Contracting will allow the City's WWTP to continue to provide a no-fail level of service in the treatment of wastewater to the residents of both the City and surrounding communities.

## POSITIONS

Approval of Change Order No. 1 to the Wastewater Plant and Myrtle Lift Station Improvements with Heaney General Contracting, Inc. and authorize the City Manager and Director of Public Works to execute the appropriate documents.

**Change Order No. 1  
To Contract for  
WWTP and Myrtle Lift Station Improvements  
Wastewater Treatment Plant Jackson, Michigan**

Notice is hereby given that the following additional information and changes shall become a part of the Contract Documents of the above-named contract.

<b>ORIGINAL CONTRACT AMOUNT</b>	<b>\$7,550,058.00</b>
<b>CHANGE ORDER NO. 1</b>	<b>\$163,502.57</b>
<b>NEW CONTRACT AMOUNT AS SET BY CHANGE ORDER NO. 1</b>	<b>\$7,713,560.57</b>

**REASON FOR AMENDMENT:**

As outlined in the attached memo from Fishbeck, changes involve work at Myrtle Lift Station and the WWTP East Pipe Gallery. Work at Myrtle Lift Station includes replacing two roof drains, connecting piping, and support hangers, and repair of the top of the parapet walls for the new coping; adjusting effluent knife gate valve sizes, and installing transition spool pieces to connect to existing pumps; rebuilding the failing parapet wall on the building roof, and replacing brick facing on two columns. Work at the East Pipe Gallery includes providing temporary power for PE and RS pumps including associated VFDs from Panel PP-C or Motor Control Center MCC-D as required to coordinate/meet the project schedule, until Panel PP-D is available from the Owner; a credit for removing and replacing asphalt associated with the return sludge wet well new access hatch, as the work was performed by the City; and providing larger, appropriately sized VFDs for the three PE pumps, including circuit breakers, conductors, and conduits sized for the listed FLA of each pump. The increased scope of work will not impact the substantial completion date of July 29, 2024.

\_\_\_\_\_  
Prepared by Chandra Willinger  
Public Works/Utilities Fiscal Supervisor

ACCEPTED BY:

\_\_\_\_\_  
Andrew Johnson, Project Manager  
Heaney General Contracting, Inc.

\_\_\_\_\_  
Date:

ACCEPTED BY:

\_\_\_\_\_  
Michael Osborn, Director of Public Works

\_\_\_\_\_  
Date:

ACCEPTED BY:

\_\_\_\_\_  
Jonathan Greene, City Manager

\_\_\_\_\_  
Date:

CHANGE ORDER  
PAGE 1 OF 2

CONTRACT FOR: Jackson WWTP and Myrtle Lift Station Improvements

OWNER: City of Jackson  
161 West Michigan Avenue  
Jackson, MI 49201

CONTRACTOR: Heaney General Contracting, Inc.  
7560 Carpenter Road  
Ypsilanti, MI 48197

ENGINEER: Fishbeck  
39500 MacKenzie Drive, Suite 100  
Novi, MI 48377

ATTACHMENTS: Proposals from Heaney

YOU ARE DIRECTED TO MAKE THE FOLLOWING CHANGES IN THE CONTRACT DOCUMENTS:

A. Incorporate Potential Change Order 1 revised September 20, 2023

Proposal regarding "Myrtle Roof Blocking and Drains" is approved to replace two roof drains, connecting piping, and support hangers; and to repair the top of the parapet walls for the new coping.

ADD: \$13,727.94

B. Incorporate Bulletin No. 1

Provide temporary power for PE and RS pumps including associated VFDs from Panel PP-C or Motor Control Center MCC-D as required to coordinate/meet the Project Schedule, until Panel PP-D is available from the Owner. This work is related to the East Pipe Gallery project component.

ADD: \$20,589.60

C. Incorporate Potential Change Order 3 revised September 20, 2023

Proposal regarding "Myrtle LS – Effluent Valve Temp Plan" is approved to adjust effluent knife gate valve sizes and install transition spool pieces to connect to existing pumps.

ADD: \$27,550.55

D. Incorporate Potential Change Order 4 revised September 20, 2023

Proposal regarding "RAS Wet Well Asphalt" is approved to omit the scope of removing and replacing asphalt associated with the return sludge wet well new access hatch, as the work was performed by the City. This work is related to the East Pipe Gallery project component.

DEDUCT: \$1,050.00

E. Incorporate Potential Change Order 5 revised September 27, 2023

Proposal regarding "Myrtle LS – Parapet Wall Restoration" is approved to rebuild the failing parapet wall on the Myrtle Lift Station building roof, and replace brick facing on two columns.

ADD: \$51,617.58

F. Incorporate Bulletin No. 2

Provide larger, appropriately sized VFDs for the three PE pumps, including circuit breakers, conductors, and conduits sized for the listed FLA of each pump. This work is related to the East Pipe Gallery project component.

ADD: \$51,066.90

CHANGE ORDER  
PAGE 2 OF 2

CHANGE IN CONTRACT PRICE:

Original Contract Price:

\$7,550,058.00

CHANGE IN CONTRACT TIMES:

Original Contract time:

Substantial Completion: July 29, 2024

Ready for final payment: September 30, 2024

Previous Change Order No.: N/A

\$0

Net change from previous Change Orders:

0 Days

Contract Price prior to this Change Order:

\$7,550,058.00

Contract Time prior to this Change Order:

Substantial Completion: July 29, 2024

Ready for final payment: September 30, 2024

Net increase of this Change Order:

\$163,502.57

Net change of this Change Order:

0 Days

Contract Price with all approved Change Orders:

\$7,713,560.57

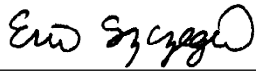
Contract Time with all approved Change Orders:

Substantial Completion: July 29, 2024

Ready for final payment: September 30, 2024

RECOMMENDED

By: \_\_\_\_\_



Engineer

Erin H. Szczegielniak, PE,  
Project Manager

\_\_\_\_\_  
Name and Title of Signatory

Date: September 28, 2023

END OF CHANGE ORDER



Heaney General Contracting, Inc.

Myrtle LS Construct

Description

Myrtle - East wall, South Section: missing and cracked mortar to tuckpoint. 6 LF

Taken Date

08/16/2023 at 10:54 am

Upload Date

08/16/2023 at 03:30 pm

Uploaded By

Andy Johnson

File Name

[20230816\\_105422.jpg](#)



Myrtle LS Construct

Description

Myrtle - West wall, South Section: missing mortar to tuckpoint 6 LF

Taken Date

08/16/2023 at 10:53 am

Upload Date

08/16/2023 at 03:30 pm

Uploaded By

Andy Johnson

File Name

[20230816\\_105354.jpg](#)





Heaney General Contracting, Inc.

Myrtle LS Construct

Description

Myrtle - South wall, East Section: 16.5 LF of inside and outside brick loose or missing.

Taken Date

08/16/2023 at 10:52 am

Upload Date

08/16/2023 at 03:30 pm

Uploaded By

Andy Johnson

File Name

[20230816\\_105234.jpg](#)



Myrtle LS Construct

Description

Myrtle - West Wall, South Section: 6 LF of outside brick loose, 2 LF of inside brick loose

Taken Date

08/16/2023 at 10:52 am

Upload Date

08/16/2023 at 03:30 pm

Uploaded By

Andy Johnson

File Name

[20230816\\_105229.jpg](#)





Heaney General Contracting, Inc.

Myrtle LS Construct

Description

Myrtle - West Wall, North Section: 15 LF of 2 inside rows and 1 outside row loose or missing.

Taken Date

08/16/2023 at 10:47 am

Upload Date

08/16/2023 at 03:30 pm

Uploaded By

Andy Johnson

File Name

[20230816\\_104710.jpg](#)



Myrtle LS Construct

Description

Myrtle - East Wall, North Section: 3 LF of inside brick loose

Taken Date

08/16/2023 at 10:43 am

Upload Date

08/16/2023 at 03:30 pm

Uploaded By

Andy Johnson

File Name

[20230816\\_104358.jpg](#)





Heaney General Contracting, Inc.

Myrtle LS Construct

Description

Myrtle - East Wall, South  
Section: 11 LF of outside  
brick loose or missing

Taken Date

08/16/2023 at 10:43 am

Upload Date

08/16/2023 at 03:30 pm

Uploaded By

Andy Johnson

File Name

[20230816\\_104341.jpg](#)





Heaney General Contracting, Inc.  
 7560 Carpenter Rd.  
 Ypsilanti, Michigan 48197  
 Phone: (734) 434-9330  
 Fax: 7344341220

**Project:** 211084 - Jackson Wastewater Treatment Plant & Myrtle Lift Station Improvements  
 2995 Lansing Ave  
 Jackson, Michigan 49202  
 Phone: 517-788-4075)

## Prime Contract Change Order #001: CE #002 - Myrtle Roof Blocking and Drains

<b>TO:</b>	City of Jackson 161 W. Michigan Ave Jackson, Michigan 49201	<b>FROM:</b>	Heaney General Contracting, Inc. 7560 Carpenter Rd. Ypsilanti, Michigan 48197
<b>DATE CREATED:</b>	6/08/2023	<b>CREATED BY:</b>	Andy Johnson (Heaney General Contracting, Inc.)
<b>CONTRACT STATUS:</b>	Pending - In Review	<b>REVISION:</b>	1
<b>DESIGNATED REVIEWER:</b>	Erin Szczegielniak (Fishbeck Engineering)	<b>REVIEWED BY:</b>	
<b>DUE DATE:</b>	10/11/2023	<b>REVIEW DATE:</b>	
<b>INVOICED DATE:</b>		<b>PAID DATE:</b>	
<b>SCHEDULE IMPACT:</b>		<b>EXECUTED:</b>	No
<b>REVISED SUBSTANTIAL COMPLETION DATE:</b>		<b>SIGNED CHANGE ORDER RECEIVED DATE:</b>	
<b>CONTRACT FOR:</b>	2:WWTP and Myrtle Lift Station Improvements	<b>TOTAL AMOUNT:</b>	\$13,727.94

**DESCRIPTION:**

Change Order Summary

Item 1: Roof Drains

> Price included is for (2) Roof drains, 100 LF pipe of connecting pipe, and support hangers.  
 > Labor \$7,825.73, Materials \$1,951.59, Lift Rental \$960.02m, subs and suppliers total ~~\$10,990.04~~ **\$10,737.34**

- Mob/Demob is factored in to help lower the lift down into Myrtle. In addition, this covers any miscellaneous tooling (rigging/chainfalls/PPE etc) that we may need to execute this work. The Demob cost is to remove our job box/tooling from the site as I believe we are going to have to pull off site before coming back for further to work on the Piping in the basement.
- Lastly, clevis hangers on the backup were priced as the hangers only, additional materials are required hang the hangers from the ceiling (Unistrut, all-thread, nuts, etc.). Factoring in this price puts us at \$15 per hanger, or \$120 total.

Item 2: Blocking not present on parapet

> Labor \$1000.00, Material \$200.00, Subs and suppliers total \$1200.00

**ATTACHMENTS:**

[Jackson Myrtle Quote Rev 7.pdf](#), [Lift and trailer rental.pdf](#), [Myrtle Lift Station, 218 W. Monroe St. Jackson, MI. Proposal For Adding Wood Nailer To Top Of Parapet Walls, 6-1-2023.pdf](#)

**POTENTIAL CHANGE ORDERS IN THIS CHANGE ORDER:**

PCO #	Title	Schedule Impact	Amount
001	CE #002 - Myrtle Roof Blocking and Drains	2 days	\$13,727.94
<b>Total:</b>			\$13,727.94

**CHANGE ORDER LINE ITEMS:**

**PCO # 001: CE #002 - Myrtle Roof Blocking and Drains**

#	Budget Code	Description	Amount
1	9.400000.L 9. Myrtle Roof, Mech, Tran, & Light Phase.Process Piping.Labor	Labor to Install new (2) roof drains and 100 LF of 4" pvc piping from ceiling into chamber	\$7,825.73
2	9.400000.M 9. Myrtle Roof, Mech, Tran, & Light Phase.Process Piping.Materials	Materials to Install new (2) roof drains and 100 LF of 4" pvc piping from ceiling into chamber	\$1,951.59



#	Budget Code	Description	Amount
3	9.075419.S 9. Myrtle Roof, Mech, Tran, & Light Phase.PVC Thermoplastic Single-Ply Roofing.Commitment	Add Blocking to most of parapet top of wall, minus 20 LF in base bid	\$1,200.00
4	9.400000.S 9. Myrtle Roof, Mech, Tran, & Light Phase.Process Piping.Commitment	Lift Rental	\$960.02
<b>Subtotal:</b>			<b>\$11,937.34</b>
Jackson WWTP 15% Markup to GC Line (15.00% Applies to all line item types.):			\$1,790.60
<b>Grand Total:</b>			<b>\$13,727.94</b>

The original (Contract Sum)	\$7,550,058.00
Net change by previously authorized Change Orders	\$51,066.90
The contract sum prior to this Change Order was	\$7,601,124.90
The contract sum would be changed by this Change Order in the amount of	\$13,727.94
The new contract sum including this Change Order will be	\$7,614,852.84
The contract time will not be changed by this Change Order.	

**Erin Szczegielniak (Fishbeck Engineering)**

39500 MacKenzie Dr  
Novi, Michigan 48377

**City of Jackson**

161 W. Michigan Ave  
Jackson, Michigan 49201

**Heaney General Contracting, Inc.**

7560 Carpenter Rd.  
Ypsilanti, Michigan 48197

\_\_\_\_\_  
SIGNATURE

\_\_\_\_\_  
DATE

\_\_\_\_\_  
SIGNATURE

\_\_\_\_\_  
DATE

\_\_\_\_\_  
SIGNATURE

\_\_\_\_\_  
DATE



506 COOPER ST. P.O. BOX 307  
MONROE, MICHIGAN 48161  
PHONE: (734) 241-4277

**NEW!** 121 N. TECUMSEH ST.  
ADRIAN, MI 49221  
PHONE: (517) 280-5511

Quotation for Work at Myrtle Lift Station

**DATE:** 8-24-2023

**To:** Mr. Andy Johnson

**Job Name / Description:** Furnish Material and Labor per plans and discussions with Andy for Myrtle Lift Station Improvements on the roof drainage system.

To furnish the necessary material, labor, tools, and equipment for the installation of plumbing/mechanical systems we quote the sum below;

**(Roof Drain Interior & Exterior) – \$9,777.32, Labor – \$7,825.73, Material - \$ 1,951.59**

---

The above quote is based upon the following:

1. Working hours Monday thru Friday, 7:00 A.M. to 3:30 P.M., less weekends and holidays
2. **Included:**
  1. All Labor and Material
  2. Demolition of existing Cast Iron Drain line
  3. Installation of new roof drains
  4. New 4" PVC installed to wet well
3. **Excluded:**
  1. Electrical Work
  2. Roofing work
  3. Scaffolding
  4. Concrete cutting or patching
  5. Painting

Quotation good for 30 days.

Thank you for the opportunity to quote this work. Please call me if you have any questions or concerns.

Sincerely,

Tom Friar



**INTERIOR & EXTERIOR**

**NOTES**

Item				Material		Field Labor	
Category	Size	Item Desc	Qty UOM	Mat Unit	Mat Ext	Fld Unit	Fld Ext
<b>Mat Subt. # : 79: SCH 40 PVC DWV PIPE</b>							
PVC SCH 40--DWV	4"	PIPE-SCH 40 PVC DWV	100.00 '	5.90	590.00	0.0800	8.0000
Subtotals for Mat Subt. # : 79					590.00		8.0000
<b>Mat Subt. # : 80: SCH 40 PVC DWV FITTINGS</b>							
PVC SCH 40--DWV	4"	1/4 BEND -- HxH-300	2.00 ea	15.40	30.80	0.8100	1.6200
PVC SCH 40--DWV	4"	STRAIGHT TEE--ALL HUB-400-A	2.00 ea	20.75	41.50	1.1900	2.3800
PVC SCH 40--DWV	4"	COUPLING -- HxH	7.00 ea	6.43	45.01	0.7900	5.5300
Subtotals for Mat Subt. # : 80					117.31		9.5300
<b>Mat Subt. # : 181: DRAINS &amp; CLEANOUTS</b>							
QUOTED DRAINS & C.O.--LABOR ONLY	3"	ROOF DRAIN - 2 w/deck clamp	2.00 ea	219.97	439.94	6.5000	19.5000
Subtotals for Mat Subt. # : 181					439.94		19.5000
<b>Mat Subt. # : 445: ESTIMATE CREATED SPECIALS</b>							
** PIPE & FIXTURE DEMO & REMOVAL**--LAB...		Coord. With Roofing Sub To Demo Existing Ro...	1.00 ea	Skip	0.00	4.0000	4.0000
MISCELLANEOUS LABOR OPERATIONS		Coordinate With Roofing Sub To Install New Ro...	1.00 ea	Skip	0.00	6.0000	6.0000
MISCELLANEOUS LABOR OPERATIONS		Coordinate With Concrete Sub To Install Drain ...	1.00 ea	50.00	50.00	4.0000	4.0000
MISCELLANEOUS LABOR OPERATIONS		Install 5" Wall Sleeve	1.00 ea	30.00	30.00	2.0000	2.0000
MISCELLANEOUS LABOR OPERATIONS		3x4 Fernco Coupling	3.00 ea	6.60	19.80	0.5000	1.5000
		Mobilize	1.00 ea	100.00	100.00	4.0000	4.0000
		De-mobilize	1.00 ea	100.00	100.00	4.0000	4.0000
Subtotals for Mat Subt. # : 445					299.80		25.5000
<b>Mat Subt. # : 448: HANGERS</b>							
HANGERS & CLAMPS ETC	4"	#CT65 LIGHTWGHT. ADJ. CLEVIS	14.00 ea	15.00	210.00	0.4000	5.6000
Subtotals for Mat Subt. # : 448					210.00		5.6000
<b>Mat Subt. # : 982: FIXTURE DEMO</b>							
** PIPE & FIXTURE DEMO & REMOVAL**--LAB...		Unsiz... ROOF DRAIN	3.00 ea	10.00	30.00	1.8750	5.6250
Subtotals for Mat Subt. # : 982					30.00		5.6250
<b>Mat Subt. # : 984: PIPE DEMO</b>							
** PIPE & FIXTURE DEMO & REMOVAL**--LAB...	4"	PIPE - CAST IRON	100.00 ea	0.10	10.00	0.1100	11.0000
Subtotals for Mat Subt. # : 984					10.00		11.0000
Grand Totals					1,697.04		84.7550

**Total Before Markup**

**Total Material Cost**

**Total Labor @ \$80.29/hr = \$6,804.98**

**\$1,697.04 + \$6,804.98 = \$8,502.02**

**Total After Markup = \$9,777.32**



FEL - NEW HUDSON #2000  
 55500 GRAND RIVER AVE  
 NEW HUDSON, MI 48165-0000

Phone: 248-437-5109  
 Fax: 248-446-5264

Deliver To: ACCOUNTS PAYABLE From: 0 Comments:
--

07:16:00 JUN 06 2023

FERGUSON ENTERPRISES LLC #2000

Price Quotation  
 Phone: 248-437-5109  
 Fax: 248-446-5264

**Bid No:** B125458  
**Bid Date:** 06/06/23  
**Quoted By:** MAM

**Cust Phone:** 734-241-4277  
**Terms:** 2% 10TH NET 30TH

**Customer:** MONROE PLUMBING & HEATING  
 506 COOPER ST  
 MONROE, MI 48161-1647

**Ship To:** MONROE PLUMBING & HEATING  
 506 COOPER ST  
 MONROE, MI 48161-1647

**Cust PO#:**

**Job Name:**

Item	Description	Quantity	Net Price	UM	Total
F105643	4 CI PVC X 3 CI PVC COUP	2	6.598	EA	13.20

**Net Total:** \$13.20  
**Tax:** \$0.00  
**Freight:** \$0.00  
**Total:** \$13.20

Quoted prices are based upon receipt of the total quantity for immediate shipment (48 hours). SHIPMENTS BEYOND 48 HOURS SHALL BE AT THE PRICE IN EFFECT AT TIME OF SHIPMENT UNLESS NOTED OTHERWISE. QUOTES FOR PRODUCTS SHIPPED FOR RESALE ARE NOT FIRM UNLESS NOTED OTHERWISE.

CONTRACTOR CUSTOMERS: IF YOU HAVE DBE/MBE/WBE/VBE/SDVBE/SBE GOOD FAITH EFFORTS DIVERSITY GOALS/ REQUIREMENTS ON A FEDERAL, STATE, LOCAL GOVERNMENT, PRIVATE SECTOR PROJECT, PLEASE CONTACT YOUR BRANCH SALES REPRESENTATIVE IMMEDIATELY PRIOR TO RECEIVING A QUOTE/ORDER.

Seller not responsible for delays, lack of product or increase of pricing due to causes beyond our control, and/or based upon Local, State and Federal laws governing type of products that can be sold or put into commerce. This Quote is offered contingent upon the Buyer's acceptance of Seller's terms and conditions, which are incorporated by reference and found either following this document, or on the web at <https://www.ferguson.com/content/website-info/terms-of-sale>  
 Govt Buyers: All items are open market unless noted otherwise.

LEAD LAW WARNING: It is illegal to install products that are not "lead free" in accordance with US Federal or other applicable law in potable water systems anticipated for human consumption. Products with \*NP in the description are NOT lead free and can only be installed in non-potable applications. Buyer is solely responsible for product selection.  
 Buyer shall accept delivery of products within 60 days of Seller receiving the products at Seller's warehouse. If Buyer causes or requests a delay in delivery of the products, Buyer may be subject to storage fees and additional costs caused by such delay. Seller reserves the right to requote the products and reschedule the delivery date, subject to manufacturer's lead times and price increases, if Buyer is unable to accept delivery within 60 days.

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Scan the QR code or use the link below to complete a survey about your bids:



<https://survey.medallia.com/?bidsorder&fc=933&on=8986>



FEL - NEW HUDSON #2000  
 55500 GRAND RIVER AVE  
 NEW HUDSON, MI 48165-0000

Phone: 248-437-5109  
 Fax: 248-446-5264

Deliver To: ACCOUNTS PAYABLE  
 From: 0  
 Comments:

14:08:31 MAY 30 2023

Page 1 of 1

FERGUSON ENTERPRISES LLC #2000

Price Quotation  
 Phone: 248-437-5109  
 Fax: 248-446-5264

**Bid No:** B122594  
**Bid Date:** 05/30/23  
**Quoted By:** MAM

**Cust Phone:** 734-241-4277  
**Terms:** 2% 10TH NET 30TH

**Customer:** MONROE PLUMBING & HEATING  
 506 COOPER ST  
 MONROE, MI 48161-1647

**Ship To:** MONROE PLUMBING & HEATING  
 506 COOPER ST  
 MONROE, MI 48161-1647

**Cust PO#:**

**Job Name:**

Item	Description	Quantity	Net Price	UM	Total
ZZC1003NH	3 NH ROOF DRN W/ CI DOME	2	219.965	EA	493.93
<b>Net Total:</b>					\$493.93
<b>Tax:</b>					\$0.00
<b>Freight:</b>					\$0.00
<b>Total:</b>					\$493.93

Quoted prices are based upon receipt of the total quantity for immediate shipment (48 hours). SHIPMENTS BEYOND 48 HOURS SHALL BE AT THE PRICE IN EFFECT AT TIME OF SHIPMENT UNLESS NOTED OTHERWISE. QUOTES FOR PRODUCTS SHIPPED FOR RESALE ARE NOT FIRM UNLESS NOTED OTHERWISE.

CONTRACTOR CUSTOMERS: IF YOU HAVE DBE/MBE/WBE/VBE/SDVBE/SBE GOOD FAITH EFFORTS DIVERSITY GOALS/ REQUIREMENTS ON A FEDERAL, STATE, LOCAL GOVERNMENT, PRIVATE SECTOR PROJECT, PLEASE CONTACT YOUR BRANCH SALES REPRESENTATIVE IMMEDIATELY PRIOR TO RECEIVING A QUOTE/ORDER.

Seller not responsible for delays, lack of product or increase of pricing due to causes beyond our control, and/or based upon Local, State and Federal laws governing type of products that can be sold or put into commerce. This Quote is offered contingent upon the Buyer's acceptance of Seller's terms and conditions, which are incorporated by reference and found either following this document, or on the web at <https://www.ferguson.com/content/website-info/terms-of-sale>

Govt Buyers: All items are open market unless noted otherwise.

LEAD LAW WARNING: It is illegal to install products that are not "lead free" in accordance with US Federal or other applicable law in potable water systems anticipated for human consumption. Products with \*NP in the description are NOT lead free and can only be installed in non-potable applications. Buyer is solely responsible for product selection.

COVID-19 ORDER: ANY REFERENCE TO OR INCORPORATION OF EXECUTIVE ORDER 14042 AND/OR THE EO-IMPLEMENTING FEDERAL CLAUSES (FAR 52.223-99 AND/OR DFARS 252.223-7999) IS EXPRESSLY REJECTED BY SELLER AND SHALL NOT APPLY AS SELLER IS A MATERIALS SUPPLIER AND THEREFORE EXEMPT UNDER THE EXECUTIVE ORDER.

Buyer shall accept delivery of products within 60 days of Seller receiving the products at Seller's warehouse. If Buyer causes or requests a delay in delivery of the products, Buyer may be subject to storage fees and additional costs caused by such delay. Seller reserves the right to requote the products and reschedule the delivery date, subject to manufacturer's lead times and price increases, if Buyer is unable to accept delivery within 60 days.



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4063830

# QUOTATION



THE MACOMB GROUP, INC  
2830 CRANE WAY  
NORTHWOOD, OH 43619  
US  
419-666-6899

Order Number	
4063830	
Order Date	Page
07/14/2023 13:41:57	1 of 2

Quote Expires On: 08/28/2023

**Bill To:** 110328  
MONROE PLMBG & HTG.  
506 COOPER STREET  
MONROE, MI 48161

**Ship To:** 164263  
MONROE PLMBG & HTG - ADRIAN SHOP  
121 N. TECUMSEH ST.  
ADRIAN, MI 49221  
US

734-241-4277

Order Contact: NIKO SCHMIEDER  
Delivery Contact: **QUOTE**

PO Number		Ship Route	Salesman	Taker			
JWTP - QUOTE		SHIP	GEREN WOODBRIDGE	RCARIS			
Quantities				Item ID	Pricing	Unit	Extended
Ordered	Allocated	Remaining	UOM	Item Description	UOM	Price	Price
				Disp.	Unit Size		
100.0	0.0	100.0	FT	(010) 40040PVPPE 4 PVC 40 PIPE PE - 20 FT LENGTH	FT 1.0	5.90	590.00
2.0	0.0	2.0	EA	(020) D300040 4 PVC-DWV HXH 1/4 BEND 4807	EA 1.0	15.40	30.80
2.0	0.0	2.0	EA	(030) D400040 4 PVC-DWV HXH SAN TEE 4811	EA 1.0	20.75	41.50
7.0	0.0	7.0	EA	(040) D100040 4 PVC-DWV HXH COUPLING 4801	EA 1.0	6.43	45.01
14.0	0.0	14.0	EA	(050) 400B3100 4 B3100 CLEVIS HANGER PHD 450	EA 1.0	4.79	67.06
50.0	0.0	50.0	EA	(060) 037PHN 3/8 HVY HEX NUT PLATED	EA 1.0	0.20	10.00
3.0	0.0	3.0	LN	(070) 03710CSTPR 3/8-16 X 10 FT PLTD ALL THRD ROD	LN 1.0	5.51	16.53
20.0	0.0	20.0	FT	(080) B22SHPG-20 1-5/8 X 1-5/8 PRE-GALV STRUT 20 FT W/SHORT SLOTS PHD 1012 PG	FT 1.0	4.10	82.00
50.0	0.0	50.0	EA	(090) 037FWP 3/8 FLAT WASHER-PLATED	EA 1.0	0.12	6.00
25.0	0.0	25.0	EA	(100) N228WO 3/8 N228WO TITE GRIP LOCK NUT W/O SPRING PHD 3006	EA 1.0	0.53	13.25
25.0	0.0	25.0	EA	(110) 025225WAZ	EA	0.36	9.00

CHECK OUT THE NEW MACOMBGROUP.COM. PLACE ORDERS &amp; CHECK ITEM AVAILABILITY

\*\*\*Special Order and Non-Stock Items may be subject to freight charge.

\*\*\*Special Order and Non-Stock Returned Items are  
subject to mfg approval.

8/7/2023 10:38:55AM

4063830



# QUOTATION



THE MACOMB GROUP, INC  
 2830 CRANE WAY  
 NORTHWOOD, OH 43619  
 US  
 419-666-6899

Order Number	
4063830	
Order Date	Page
07/14/2023 13:41:57	2 of 2

Quote Expires On: 08/28/2023

Quantities					Item ID Item Description	Pricing UOM Unit Size	Unit Price	Extended Price
Ordered	Allocated	Remaining	UOM	Disp.				
					1/4 X 2-1/4 WEDGE ANCHOR ZINC PLTD			
25.0	0.0	25.0	EA		(120) 025100FW	EA	0.12	3.00
					1/4 X 1 FENDER WASHER			
25.0	0.0	25.0	EA		(130) B201Z	EA	0.42	10.50
					B201 3/8 SQUARE STRUT WASHER PLATED PHD 5001			

Total Lines: 13

Highlighted Hanger & Material = \$217.34

**SUB-TOTAL:** 924.65  
**TAX:** 0.00  
**AMOUNT DUE:** 924.65  
 U.S. Dollars

CHECK OUT THE NEW MACOMBGROUP.COM. PLACE ORDERS & CHECK ITEM AVAILABILITY

\*\*\*Special Order and Non-Stock Items may be subject to freight charge.

\*\*\*Special Order and Non-Stock Returned Items are  
 subject to mfg approval.

8/7/2023 10:38:55AM

**Billy White Roofing, LLC**

1710 E. High St  
Jackson, MI 49203  
(517) 784-0463 • Fax (517) 787-6386

**PROPOSAL / CONTRACT**

Date 6-1-2023

**Proposal Submitted To:**

Name Heaney General Contracting  
Street 7560 Carpenter Rd.  
City Ypsilanti State MI  
Phone 734-434-9330 Zip 48197

**Work To Be Performed At:**

Wood Nailer Change Order  
Street 218 West Monroe St.  
City Jackson State MI  
Cell \_\_\_\_\_ Email: \_\_\_\_\_

We hereby propose to furnish the materials and perform the labor necessary for the completion of

**Installation Of New Treated Wood Nailer On Top Of Parapets**

Install new 2x6 treated lumber on top of parapet walls, to provide nailer for new coping Pricing is for 126 LF of new 2x6 treated  
*Any necessary masonry work will not be the responsibility of Billy White Roofing.* wood blocking, which is an addition to the  
20 LF of blocking required in the base bid  
Andy Johnson, Heaney GC PM 8-7-2023

**Workers Compensation is Carried and In Effect - Insurance Certificate Available**

**Builders License #2102185817**

All material is guaranteed to be as specified, and the above work to be performed in accordance with the specifications submitted for above work and completed in a substantial workmanlike manner for the sum of:

One Thousand Two Hundred And 00/100..... Dollars [\$ 1,200.00 ].

**\*All Credit Card Transactions are Subjected to an Additional 3% Service Charge**

With payments to be made as follows: One Half Down Payment - Balance Upon Completion

Respectfully submitted Greg Biela

**ACCEPTANCE OF PROPOSAL**

The above prices, specifications and conditions are satisfactory and are hereby accepted. You are authorized to do the work as specified. Payment will be made as outlined above.

Date \_\_\_\_\_ Signature \_\_\_\_\_

**ALL STAR RENTAL**

2415 WILDWOOD AVENUE  
 JACKSON, MI 49202  
 www.allstarrentalmi.com

517-784-0574 Phone  
 517-784-0537 Fax

**Status: Reservation**

Contract #: 95393-1

Reserved Date: Mon 8/14/2023 8:00AM

Operator: KAREN ANDERSON

Customer #: 52264

heaney general contracting

Phone 517-206-3498

7560 carpenter

Ypsilanti, MI 48197

Ordered By: Andy Johnson 517206-3498

Qty	Key	Items	Part#	Status	Agreed Return Date	Price
1	1020-0127	SCISSOR LIFT 19' USE ON SOLID LEVEL GROUND CAN NOT BE USED ON GRASS OR GRAVEL  I have received an operators manual _____  I have received instruction on how to safely operate equipment _____  I have been offered training (a 3-6 hr. course) and have declined it or have already taken it.		Reserved	Mon 8/28/2023 8:00AM	\$905.68
1	1090-0150	TRAILER, SCISSORLIFT TOWING VEHICLE MUST RUN WITH HEADLIGHTS ON SO TRAILER BATTERY WILL GET RECHARGED  DON'T TRAVEL FASTER THAN 45 MPH DON'T OVERLOAD CARRIER NOTE! TIRES HAVE AIR DEPARTING. YOU ARE RESPONSIBLE FOR FLATS THAT OCCUR AFTER YOU LEAVE OUR RENTAL YARD CHECK THE BALL AND TRAILER HITCH EVERY 10-15 MILES MAKE SURE THE TRAILER IS TIGHT ON THE BALL BEFORE ADDING A LOAD OR TAKING A LOAD OFF. THE TONGUE OF THE TRAILER COULD GO THRU YOUR TAIL-GATE IF IT COMES OFF  I have read and agree to the above conditions _____  I have received an operators manual _____  I have received instruction on how to safely operate equipment _____	LIC#A311218	Reserved	Mon 8/28/2023 8:00AM	\$0.00

Email: [ajohnson@heaneygeneralcontracting.com](mailto:ajohnson@heaneygeneralcontracting.com)

Customer: Johnson, Andy

**For full refund - deposit call 2 wks before event**

**Payments made on this contract:**

Rental/Sale Paid	\$200.00	Thu 8/ 3/2023 1:21PM Credit Card
<b>Total</b>	<b>\$200.00</b>	

**\$200.00 Required Deposit Not Met**

**Rental Contract**

This is a contract. The back of this contract contains important terms and conditions including lessor's disclaimer from all liability for injury or damage and details of customer's obligations. These terms and conditions are a part of this contract - READ THEM!

If equipment does not function properly notify lessor within 30 minutes of occurrence or no refund or allowance will be made. If this is a reservation, a reservation cancellation fee up to the total amount may be charged if reservation is cancelled within 72 hours (2 weeks for canopies/tents) of the scheduled "time and date out".

I certify that I have read and agree to all terms of this contract.

**Signature:**

heaney general contracting

<b>Rental:</b>	<b>\$905.68</b>
<b>Subtotal:</b>	<b>\$905.68</b>
<b>Sales Tax:</b>	<b>\$54.34</b>
<b>Total:</b>	<b>\$960.02</b>
<b>Paid:</b>	<b>\$200.00</b>
<b>Amount Due:</b>	<b>\$760.02</b>

BULLETIN  
 PAGE 1 OF 2

CONTRACT FOR:	Jackson WWTP and Myrtle Lift Station Improvements
OWNER:	City of Jackson 161 West Michigan Avenue Jackson, MI 49201
CONTRACTOR:	Heaney General Contracting, Inc. 7560 Carpenter Road Ypsilanti, MI 48197
ENGINEER:	Fishbeck 39500 MacKenzie Drive, Suite 100 Novi, MI 48377
ISSUED HEREWITH:	
SPECIFICATION SECTIONS:	None
SHEETS:	None

The items below are being considered as possible changes to the Contract Documents for this Project. Contractor is requested to submit changes in cost, if any, for each item and indicate whether it is an addition to or deduction from the Contract Price. Costs are requested as lump sums unless otherwise noted as a unit cost. Include all labor, materials, overhead and profit, trades, subcontractors, and related costs. After reviewing the effects of those changes in the Work, Owner may issue a Change Order specifying which changes are to be incorporated in the Work, if any.

This Bulletin is not a Change Order and is not to be deemed authorization to proceed with the changes listed.

Additional work or materials, where proposed, shall meet the requirements of the Contract Documents, except where noted.

Contractor is responsible for notifying Engineer, in writing, concerning any revision or clarification which causes a change in the Contract Documents, but not specifically mentioned as a cost item in this Bulletin.

Return one completed and signed copy of the Bulletin to Engineer on or before the due date noted above.

Each proposed change has been described briefly with additional information provided concerning detailed changes required for the major trades concerned. Only one total cost figure has been requested for each item on the Bulletin; however, a complete breakdown is required for each item as supporting documentation. This will allow Owner to more easily evaluate the proposed cost changes. Each Bulletin item is an all-inclusive item and may concern work from several trades or Subcontractors. It is Contractor's responsibility to ensure that all work for each item has been included in the total cost figure provided to Owner.

**ITEM NO. 1:** Owner Provided PP-D  
 Sheet E002 – Partial One Line Diagram (not reissued)  
 E101 – Power House Electrical Plans (not reissued)

- A. Remove mounting of Owner furnished Panel PP-D from the scope of this Project. Panel PP-D will be mounted in location indicated on Sheet E101 by others (contractor on substation project) once panel becomes available. All other Work associated with Panel PP-D (e.g., rerouting feeder from MCC-D to PP-D, providing new breakers in PP-D, permanently powering VFDs out of panel, etc.) is still a part of the scope of this Project.
- B. Clarification: Provide temporary power for Pumps PEP and RSP including associated VFDs from Panel PP-C or Motor Control Center MCC-D as required to coordinate/meet the Project Schedule. Temporary power may be obtained by tapping the bus(es) or using existing spare circuit breaker(s). Contractor to determine the best approach to providing temporary power to meet the Project Schedule.

ADD/DEDUCT: \$ \_\_\_\_\_

BULLETIN  
PAGE 2 OF 2

Contractor:

---

Signature

---

Name and Title of Signatory

---

Date

END OF BULLETIN



Heaney General Contracting, Inc.  
 7560 Carpenter Rd.  
 Ypsilanti, Michigan 48197  
 Phone: (734) 434-9330  
 Fax: 7344341220

**Project:** 211084 - Jackson Wastewater Treatment Plant & Myrtle Lift Station Improvements  
 2995 Lansing Ave  
 Jackson, Michigan 49202  
 Phone: 517-788-4075)

**Prime Contract Change Order #002: CE #001 - #1: Bulletin 1: PP-D Panelboard Furnished by Owner**

<b>TO:</b>	<b>City of Jackson</b> 161 W. Michigan Ave Jackson, Michigan 49201	<b>FROM:</b>	<b>Heaney General Contracting, Inc.</b> 7560 Carpenter Rd. Ypsilanti, Michigan 48197
<b>DATE CREATED:</b>	6/21/2023	<b>CREATED BY:</b>	Andy Johnson (Heaney General Contracting, Inc.)
<b>CONTRACT STATUS:</b>	Pending - In Review	<b>REVISION:</b>	2
<b>DESIGNATED REVIEWER:</b>	Erin Szczegielniak (Fishbeck Engineering)	<b>REVIEWED BY:</b>	
<b>DUE DATE:</b>	09/08/2023	<b>REVIEW DATE:</b>	
<b>INVOICED DATE:</b>		<b>PAID DATE:</b>	
<b>SCHEDULE IMPACT:</b>	0 days	<b>EXECUTED:</b>	No
<b>REVISED SUBSTANTIAL COMPLETION DATE:</b>		<b>SIGNED CHANGE ORDER RECEIVED DATE:</b>	
<b>CONTRACT FOR:</b>	2:WWTP and Myrtle Lift Station Improvements	<b>TOTAL AMOUNT:</b>	\$20,589.60

**DESCRIPTION:**  
 CE #001 - #1: PP-D Panelboard Furnished by Owner  
Bulletin 1

ITEM NO. 1: Owner Provided PP-D  
 Sheet E002 – Partial One Line Diagram (not reissued)  
 E101 – Power House Electrical Plans (not reissued)  
 A. Remove mounting of Owner furnished Panel PP-D from the scope of this Project. Panel PP-D will be mounted in location indicated on Sheet E101 by others (contractor on substation project) once panel becomes available. All other Work associated with Panel PP-D (e.g., rerouting feeder from MCC-D to PP-D, providing new breakers in PP-D, permanently powering VFDs out of panel, etc.) is still a part of the scope of this Project.  
 B. Clarification: Provide temporary power for Pumps PEP and RSP including associated VFDs from Panel PP-C or Motor Control Center MCC-D as required to coordinate/meet the Project Schedule. Temporary power may be obtained by tapping the bus(es) or using existing spare circuit breaker(s). Contractor to determine the best approach to providing temporary power to meet the Project Schedule.

**Response to Bulletin 1, with the following plan, matching quote.**

- Provide temp power to PEP-1,3, and RSP-7,9 using breakers and fused buckets in existing MCC-D
- PEP-2 and RSP-8 will remain fed from MCC-D as they currently are until MCC-D loads can be moved to PP-D and MCC-D can be demoed
- Temporary extra conductor length from PP-D J Box to MCC-D to be ran in cable tray between the two panels
- No SCADA programming has been included
- VFD start up included in this quote will only be completed on temporary power. No additional manufacturer start up after VFDs are moved to permanent power has been included in this quote. If required this would have additional cost.

**ATTACHMENTS:**

[Jackson WWTP PH2 & Myrtle- Bulletin 1 Quote 8-28-2023.pdf](#), [BUL01\\_2023\\_0605.pdf](#)

**POTENTIAL CHANGE ORDERS IN THIS CHANGE ORDER:**

PCO #	Title	Schedule Impact	Amount
002	CE #001 - #1: Bulletin 1: PP-D Panelboard Furnished by Owner		\$20,589.60
<b>Total:</b>			\$20,589.60



**CHANGE ORDER LINE ITEMS:**

**PCO # 002: CE #001 - #1: Bulletin 1: PP-D Panelboard Furnished by Owner**

#	Budget Code	Description	Amount
1	2.260000.L 2. Store Rm 2 Mech & Electric Phase.Electrical.Labor	Temp Power Labor Costs	\$8,628.00
2	2.260000.M 2. Store Rm 2 Mech & Electric Phase.Electrical.Materials	Temp Power Materials Costs	\$8,244.00
3	0.007340.O&E 0. WWTP General Conditions.Gen Req - WWTP.Office & Equipment	Temp Power GC Costs	\$601.00
4	2.260000.M 2. Store Rm 2 Mech & Electric Phase.Electrical.Materials	Temp Power tax on Materials	\$431.00
<b>Subtotal:</b>			<b>\$17,904.00</b>
Jackson WWTP 15% Markup to GC Line (15.00% Applies to all line item types.):			\$2,685.60
<b>Grand Total:</b>			<b>\$20,589.60</b>

The original (Contract Sum)	\$7,550,058.00
Net change by previously authorized Change Orders	\$0.00
The contract sum prior to this Change Order was	\$7,550,058.00
The contract sum would be changed by this Change Order in the amount of	\$20,589.60
The new contract sum including this Change Order will be	\$7,570,647.60
The contract time will not be changed by this Change Order.	

**Erin Szczegielniak (Fishbeck Engineering)**

39500 MacKenzie Dr  
Novi, Michigan 48377

**City of Jackson**

161 W. Michigan Ave  
Jackson, Michigan 49201

**Heaney General Contracting, Inc.**

7560 Carpenter Rd.  
Ypsilanti, Michigan 48197

\_\_\_\_\_  
SIGNATURE DATE

\_\_\_\_\_  
SIGNATURE DATE

\_\_\_\_\_  
SIGNATURE DATE



Heaney General Contracting, Inc.
7560 Carpenter Rd.
Ypsilanti, Michigan 48197
Phone: (734) 434-9330
Fax: 7344341220

Project: 211084 - Jackson Wastewater Treatment Plant & Myrtle Lift
Station Improvements
2995 Lansing Ave
Jackson, Michigan 49202
Phone: 517-788-4075)

Prime Contract Change Order #003: CE #004 - Myrtle LS - Effluent Valve Temp Plan

Table with contract details including TO: City of Jackson, FROM: Heaney General Contracting, Inc., DATE CREATED: 7/05/2023, CONTRACT STATUS: Pending - In Review, and TOTAL AMOUNT: \$27,550.55.

DESCRIPTION:

Changing Effluent Valves 143 and 133 on P-4 and P-3

- Propose changing the effluent knife valve from 14" to 18" and placing it between the existing outlet pipe and the reducer in drawing P201.
Temporarily we will fabricate a steel reducing bend spool to place between the new 18" valve and existing 16" check valve.
Reassembling the effluent valves and fittings using the new spool, we can restart the existing pumps until summer of 2024 when the new pumps will be installed with the complete design as P201
> Labor \$10,336.20, Materials \$13,620.80, subtotal \$23,957.00 GC 15% \$3,593.55 Total \$27,550.55

Further Detail on the spool pieces:

The custom spool price consists of the following;

- \$900 - 18x16 Weld Reducing Slip-on Flange
\$394.94 - 16 Blind Flange
\$738.21 - 16" .375 Wall Pipe
Total for 1 spool - \$2,033.15
Need 2 Custom Spools - \$4,066.30

The 18" Bolt and Gasket Kit consist of the following;

- \$188.34 - 18" Flange Bolt and Nut Kit
\$60.00 - 18" Ring Synthetic Gasket
Total for 1 set - \$248.34
x4 total sets needed - \$993.36

Effluent Valve 113

- We suggest installing on the 16" outlet pipe, the 16" to 12" reducer, with restrained flange adapter and the 12" knife valve, and stopping there.
> Part of Scope, no cost change

ATTACHMENTS:

Myrtle Custom Spool Quote Rev A w Back-up.pdf

POTENTIAL CHANGE ORDERS IN THIS CHANGE ORDER:

Table with 4 columns: PCO #, Title, Schedule Impact, Amount



003	CE #004 - Myrtle LS - Effluent Valve Temp Plan	30 days	\$27,550.55
<b>Total:</b>			<b>\$27,550.55</b>

**CHANGE ORDER LINE ITEMS:**

**PCO # 003: CE #004 - Myrtle LS - Effluent Valve Temp Plan**

#	Budget Code	Description	Amount
1	8.400000.L 8. Myrtle Chamber Rehab Phase.Process Piping.Labor	Labor	\$10,336.20
2	8.400000.M 8. Myrtle Chamber Rehab Phase.Process Piping.Materials	Materials	\$13,620.80
<b>Subtotal:</b>			<b>\$23,957.00</b>
Jackson WWTP 15% Markup to GC Line (15.00% Applies to all line item types.):			\$3,593.55
<b>Grand Total:</b>			<b>\$27,550.55</b>

The original (Contract Sum)	\$7,550,058.00
Net change by previously authorized Change Orders	\$51,066.90
The contract sum prior to this Change Order was	\$7,601,124.90
The contract sum would be changed by this Change Order in the amount of	\$27,550.55
The new contract sum including this Change Order will be	\$7,628,675.45
The contract time will not be changed by this Change Order.	

**Erin Szczegielniak (Fishbeck Engineering)**

39500 MacKenzie Dr  
Novi, Michigan 48377

**City of Jackson**

161 W. Michigan Ave  
Jackson, Michigan 49201

**Heaney General Contracting, Inc.**

7560 Carpenter Rd.  
Ypsilanti, Michigan 48197

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SIGNATURE DATE

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SIGNATURE DATE

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SIGNATURE DATE



506 COOPER ST. P.O. BOX 307  
MONROE, MICHIGAN 48161  
PHONE: (734) 241-4277

**NEW!** 121 N. TECUMSEH ST.  
ADRIAN, MI 49221  
PHONE: (517) 280-5511

*Celebrating over 75 Years of Mechanical Customer Service*

**Quotation for  
Myrtle Lift Station  
Effluent Replacement w/ Custom Spool**

DATE: 7/5/2023

To: Mr. Andrew Johnson

**Job Name / Description:** Furnish Labor and Equipment per discussions for the knife gate retrofits.

**Number of pages sent:** 1

To furnish the necessary labor and tools for the installation and fabrication of plumbing systems, we quote the sum total of:

**Knife Gate Replacement Base Bid - \$23,957.00**  
**Material – \$13,620.80**  
**Labor - \$10,336.20**

The above quote is based upon the following:

1. Working hours Monday thru Friday, 7:00 A.M. to 3:30 P.M., less weekends and holidays
2. Included:
  - 2.1. Demolition and removal of existing knife gates.
  - 2.2. Provide and Install New Upsized Knife Gates.
  - 2.3. Provide Material to Fabricate Custom Spools.
  - 2.4. Fabrication of Custom Spools
3. Excluded
  - 3.1. Warranty
    - 3.1.1. Installation Proposed Above is Temporary, Giving us Ability to Isolate Pumps for Future Replacement
    - 3.1.2. Custom Fabricated Spools to be Removed when Pumps are Replaced

Quotation good for 60 days.

Thank you for the opportunity to quote this work. Please call me if you have any questions or concerns.

Sincerely,

Jonathon Lesiecki  
734-693-9167



NOTES

Item				Material		Field Labor	
Category	Item Desc	Qty	UOM	Mat Unit	Mat Ext	Fld Unit	Fld Ext
<b>Mat Subt. # : 28: FIELD WELD- STD WEIGHT</b>							
	CARBON STL PIPE WLD	18"x16" Custom Reducer Fabrication	2.00 ea	Skip	0.00	32.0000	64.0000
Subtotals for Mat Subt. # : 28					0.00		64.0000
<b>Mat Subt. # : 195: DUCTILE IRON PIPE</b>							
	DUCTILE IRON - FLGxFLG	16"x9" Custom Spool Install	2.00 ea	Skip	0.00	Skip	0.0000
Subtotals for Mat Subt. # : 195					0.00		0.0000
<b>Mat Subt. # : 197: DUCTILE IRON FLANGED FITTINGS</b>							
	DUCTILE IRON - FLGxFLG	16"x14" Reducer Install	1.00 ea	Skip	0.00	Skip	0.0000
	CARBON STL PIPE WLD	18"x16" Custom Reducer Spool	2.00 ea	2033.15	4,066.30	16.0000	32.0000
Subtotals for Mat Subt. # : 197					4,066.30		32.0000
<b>Mat Subt. # : 397: BOLT &amp; GASKET SETS</b>							
	DUCTILE IRON - FLGxFLG	18" Bolt and Gasket Kit	4.00 ea	248.34	993.36	2.0000	8.0000
	DUCTILE IRON - FLGxFLG	16" Bolt and Gasket Kit	2.00 ea	192.26	384.52	2.0000	4.0000
Subtotals for Mat Subt. # : 397					1,377.88		12.0000
<b>Mat Subt. # : 531: D.I. KNIFE GATE VALVES FLG.</b>							
	DUCTILE IRON - FLGxFLG	16" Knife Install	3.00 ea	Skip	0.00	Skip	0.0000
	DUCTILE IRON - FLGxFLG	14" Knife Install	1.00 ea	Skip	0.00	Skip	0.0000
	DUCTILE IRON - FLGxFLG	18" Effluent Knife Install	2.00 ea	3200.00	6,400.00	2.0000	4.0000
Subtotals for Mat Subt. # : 531					6,400.00		4.0000
<b>Mat Subt. # : 984: PIPE DEMO</b>							
	DUCTILE IRON - FLGxFLG	16" Knife Gate Demo	4.00 ea	Skip	0.00	Skip	0.0000
	DUCTILE IRON - FLGxFLG	Custom Cast Reducer Demo	2.00 ea	Skip	0.00	Skip	0.0000
	DUCTILE IRON - FLGxFLG	16" Check Demo	2.00 ea	Skip	0.00	Skip	0.0000
	DUCTILE IRON - FLGxFLG	Reducer Demo	2.00 ea	Skip	0.00	Skip	0.0000
Subtotals for Mat Subt. # : 984					0.00		0.0000
<b>Grand Totals</b>					<b>11,844.18</b>		<b>112.0000</b>

Total Material Cost

Total Labor Hours  
 @ \$80.25/hr  
 = \$8,988

Total Before Mark-up

$$\$11,844.18 + \$8,988 = \$20,832.18$$

Total After Mark-up

$$\$20,832.18 \times 15\% = \$23,957$$



ETNA SUPPLY - TOLEDO  
 5020 ANGOLA DR.  
 TOLEDO, OH 43615  
 419 385 3500  
 Fax 419 385 3521



# Quotation

QUOTE DATE	QUOTE NUMBER
06/29/2023	S105172460
ETNA SUPPLY PO BOX 772107 DETROIT, MI 48277-2107 P-616 248 9182 F-616 245 9940	PAGE NO.
	1 of 2

QUOTE TO:

SHIP TO:

MONROE PLUMBING & HEATING CO  
 PO BOX 307  
 MONROE, MI 48161-0307

MONROE PLUMBING & HEATING CO  
 506 COOPER ST  
 MONROE, MI 48161-1687

CUSTOMER NUMBER	JOB NAME / PO NUMBER	JOB NAME / RELEASE NUMBER	SALESPERSON	
7978	JACKSON SPOOL		Andrew D Wilson	
WRITER	SHIP VIA	TERMS	EXPIRE DATE	FREIGHT EXEMPT
John Grimes	BID	Cash Disc 10th Net	07/02/2023	No
ORDER QTY	DESCRIPTION	UNIT PRICE	EXT PRICE	
	<b>SHIPPING INSTRUCTIONS</b> DELIVERY DATE: DELIVERY TIME: CONTACT NAME: CONTACT #: ADD'L INSTR:			
2ea	^18x16 150LB RF WELD REDUCING SLIP-ON FLANGE GS *Nonstock - Restock Policy Applies* Pn: 522050	900.000/ea	1800.00	
<del>2ea</del>	<del>16 150LB RF WELD SLIP-ON FLANGE GS</del> <del>*Nonstock - Restock Policy Applies*</del> <del>Pn: 5662</del>	<del>229.017/ea</del>	<del>458.03</del>	
<del>2ea</del>	<del>18 150LB RF BLIND FLANGE GS</del> <del>*Nonstock - Restock Policy Applies*</del> <del>Pn: 14950</del>	<del>510.868/ea</del>	<del>1021.74</del>	
2ea	16 150LB RF BLIND FLANGE GS *Nonstock - Restock Policy Applies* Pn: 14904	394.943/ea	789.89	
21ft	16 BLK .375 WALL A53B ERW PE PIPE SRL *Nonstock - Restock Policy Applies* Pn: 70069	9395.547/c	1973.06	
** Continued on Next Page *		Subtotal		
		S&H Charges		
		Amount Due		

Prices are firm for 3 days. Price subject to change after 3 days.



ETNA SUPPLY - TOLEDO  
 5020 ANGOLA DR.  
 TOLEDO, OH 43615  
 419 385 3500  
 Fax 419 385 3521



# Quotation

QUOTE DATE	QUOTE NUMBER
06/29/2023	S105172460
ETNA SUPPLY PO BOX 772107 DETROIT, MI 48277-2107 P-616 248 9182 F-616 245 9940	PAGE NO.
	2 of 2

QUOTE TO:

SHIP TO:

MONROE PLUMBING & HEATING CO  
 PO BOX 307  
 MONROE, MI 48161-0307

MONROE PLUMBING & HEATING CO  
 506 COOPER ST  
 MONROE, MI 48161-1687

CUSTOMER NUMBER	JOB NAME / PO NUMBER	JOB NAME / RELEASE NUMBER	SALESPERSON	
7978	JACKSON SPOOL		Andrew D Wilson	
WRITER	SHIP VIA	TERMS	EXPIRE DATE	FREIGHT EXEMPT
John Grimes	BID	Cash Disc 10th Net	07/02/2023	No
ORDER QTY	DESCRIPTION	UNIT PRICE	EXT PRICE	
2ea	18 RING SYNTHETIC 1/8 GSKT *Nonstock - Restock Policy Applies* Pn: 57830	60.000/ea	120.00	
2ea	FLGBN18 18 FLANGE BOLT & NUT KIT *Nonstock - Restock Policy Applies* Pn: 110858	188.343/ea	376.69	
2ea	16 RING SYNTHETIC 1/8 GSKT *Nonstock - Restock Policy Applies* Pn: 54758	45.520/ea	91.04	
2ea	FLGBN16 16 FLG BOLT & NUT KIT *Nonstock - Restock Policy Applies* Pn: 128077 *** ADDITIONAL FREIGHT CHARGES WILL APPLY ***	146.743/ea	293.49	
<b>AMJ Edited Total of Invoice \$5,444.17</b>				

This Quotation is expressly conditioned and controlled by Seller's standard terms and conditions of sale found at [www.etnasupply.com/tcsale](http://www.etnasupply.com/tcsale). All other terms are expressly rejected. To the extent there is a conflict between any of the terms appearing on the face of this Quotation and ETNA's Standard Terms, the terms appearing on the face of the Quotation control. TAXES ARE NOT INCLUDED ON THIS QUOTE!

Prices are firm for 3 days. Price subject to change after 3 days.

Subtotal	6923.94
S&H Charges	0.00
Amount Due	6923.94

## Jonathon Lesiecki

---

**From:** Christine Torres <ctorres@kennedyind.com>  
**Sent:** Monday, July 3, 2023 12:23 PM  
**To:** Jonathon Lesiecki; Rick Alvarez  
**Cc:** Tom Friar  
**Subject:** RE: Jackson WWTP/Myrtle possible valve size changes

Jonathon,

I can get these changes made. Your price adder for changing these two valves to 18" will be \$6,400. Please let me know to proceed with the changes and I will also send you a record submittal reflecting the changes.

Thank you,

**Christine Torres**

**Project Manager**

[Contact Information](#) | [Website](#) | [Facebook](#) | [LinkedIn](#) | [Twitter](#) | [YouTube](#)

**JOIN OUR TEAM:** Account Managers, Customer Service Representatives, Project Managers, Field Service and Shop Personnel. [CLICK HERE](#) for more information.



**"Providing the Same Dedication to our Community as We Do to our Employees and Customers"**

---

**From:** Jonathon Lesiecki <jonl@monroeplumbing.com>  
**Sent:** Friday, June 30, 2023 7:17 AM  
**To:** Christine Torres <ctorres@kennedyind.com>; Rick Alvarez <ralvarez@kennedyind.com>  
**Cc:** Tom Friar <tomf@monroeplumbing.com>  
**Subject:** RE: Jackson WWTP/Myrtle possible valve size changes  
**Importance:** High

Good morning,

Following Tom's call, we heard yesterday that the plan has shifted yet again to switch valves 143 and 133 up to 18". Hopefully we are not too late at this point to stop the production of the 14" valves. If we are able to pivot to the larger valves please provide me with the increase and I can get you a change order issued ASAP.

Thanks,

*Jonathon Lesiecki*

Project Manager/Estimator

121 N. Tecumseh St, Adrian, MI 49221

734-693-9167 (c)



Heaney General Contracting, Inc.  
 7560 Carpenter Rd.  
 Ypsilanti, Michigan 48197  
 Phone: (734) 434-9330  
 Fax: 7344341220

**Project:** 211084 - Jackson Wastewater Treatment Plant & Myrtle Lift Station Improvements  
 2995 Lansing Ave  
 Jackson, Michigan 49202  
 Phone: 517-788-4075)

**Prime Contract Change Order #004: RAS Wet Well Asphalt Credit**

<b>TO:</b>	<b>City of Jackson</b> 161 W. Michigan Ave Jackson, Michigan 49201	<b>FROM:</b>	<b>Heaney General Contracting, Inc.</b> 7560 Carpenter Rd. Ypsilanti, Michigan 48197
<b>DATE CREATED:</b>	8/23/2023	<b>CREATED BY:</b>	Andy Johnson (Heaney General Contracting, Inc.)
<b>CONTRACT STATUS:</b>	Pending - In Review	<b>REVISION:</b>	0
<b>DESIGNATED REVIEWER:</b>	Erin Szczegielniak (Fishbeck Engineering)	<b>REVIEWED BY:</b>	
<b>DUE DATE:</b>	09/08/2023	<b>REVIEW DATE:</b>	
<b>INVOICED DATE:</b>		<b>PAID DATE:</b>	
<b>SCHEDULE IMPACT:</b>	0 days	<b>EXECUTED:</b>	No
<b>REVISED SUBSTANTIAL COMPLETION DATE:</b>		<b>SIGNED CHANGE ORDER RECEIVED DATE:</b>	
<b>CONTRACT FOR:</b>	2:WWTP and Myrtle Lift Station Improvements	<b>TOTAL AMOUNT:</b>	(\$1,050.00)
<b>DESCRIPTION:</b>			
<b>ATTACHMENTS:</b>			

**POTENTIAL CHANGE ORDERS IN THIS CHANGE ORDER:**

PCO #	Title	Schedule Impact	Amount
005	CE #006 - #18: RAS Wet Well Asphalt	0 days	(\$1,050.00)
<b>Total:</b>			<b>(\$1,050.00)</b>

**CHANGE ORDER LINE ITEMS:**

**PCO # 005: CE #006 - #18: RAS Wet Well Asphalt**

#	Budget Code	Description	Amount
1	1.017400.S 1. Return Sludge Wet Well Phase.Tank Cleaning.Commitment	Credit for not removal asphalt	\$(250.00)
2	1.024119.S 1. Return Sludge Wet Well Phase.Selective Demo.Commitment	Credit for not replacing asphalt	\$(800.00)
<b>Grand Total:</b>			<b>\$(1,050.00)</b>

The original (Contract Sum)	\$7,550,058.00
Net change by previously authorized Change Orders	\$51,066.90
The contract sum prior to this Change Order was	\$7,601,124.90
The contract sum would be changed by this Change Order in the amount of	(\$1,050.00)
The new contract sum including this Change Order will be	\$7,600,074.90
The contract time will not be changed by this Change Order.	



**Erin Szczegielniak (Fishbeck Engineering)**

39500 MacKenzie Dr  
Novi, Michigan 48377

**City of Jackson**

161 W. Michigan Ave  
Jackson, Michigan 49201

**Heaney General Contracting, Inc.**

7560 Carpenter Rd.  
Ypsilanti, Michigan 48197

\_\_\_\_\_  
SIGNATURE DATE

\_\_\_\_\_  
SIGNATURE DATE

\_\_\_\_\_  
SIGNATURE DATE



Heaney General Contracting, Inc.
7560 Carpenter Rd.
Ypsilanti, Michigan 48197
Phone: (734) 434-9330
Fax: 7344341220

Project: 211084 - Jackson Wastewater Treatment Plant & Myrtle Lift
Station Improvements
2995 Lansing Ave
Jackson, Michigan 49202
Phone: 517-788-4075)

Prime Contract Change Order #005: CE #007 - Myrtle LS - Parapet Wall Restoration

Table with contract details including TO: City of Jackson, FROM: Heaney General Contracting, Inc., DATE CREATED: 8/23/2023, CONTRACT STATUS: Pending - In Review, etc.

DESCRIPTION:

CE #007 - Myrtle LS - Parapet Wall Restoration

At the Myrtle Lift Station, after full removal of the coping and partial removal of the roof, we discovered the parapet wall has loose and missing brick.

After demolishing the above areas along the canopy parapet we discovered the SW and SE corner of the building footprint had also become out of plumb and needs restoration as the mortar has come loose from the brick.

The smaller replacement of brick within the building footprint will take a couple of days, but the canopy restoration will take approximately three weeks.

Finally, we propose to reinstall the roof drains below the two roof drain openings, so in the event we experience storm water inside the parapet walls, the water will be caught mostly by the roof drains.

ATTACHMENTS:

23-299 - Jackson Myrtle Lift Station - 3.pdf, Brick Replacement - Column Work.pdf, 23-299 - Jackson Myrtle Lift Station - 1, with supporting doc.pdf

POTENTIAL CHANGE ORDERS IN THIS CHANGE ORDER:

Table with 4 columns: PCO #, Title, Schedule Impact, Amount. Row 1: 006, CE #007 - Myrtle LS - Parapet Wall Restoration, 0 days, \$51,617.58. Total: \$51,617.58

CHANGE ORDER LINE ITEMS:

PCO # 006: CE #007 - Myrtle LS - Parapet Wall Restoration

Table with 4 columns: #, Budget Code, Description, Amount. Row 1: 1, 9.030133.S 9. Myrtle Roof, Mech, Tran, & Light Phase.Masonry.Commitment, Myrtle LS - Parapet Restoration and Repair, \$40,144.85. Row 2: 2, 9.030133.S 9. Myrtle Roof, Mech, Tran, & Light Phase.Masonry.Commitment, Myrtle LS - Additional Brick Restoration, \$3,600.00



#	Budget Code	Description	Amount
3	9.075419.S 9. Myrtle Roof, Mech, Tran, & Light Phase.PVC Thermoplastic Single-Ply Roofing.Commitment	Myrtle LS - Tarp Purchase and Maintenance	\$500.00
4	9.400000.L 9. Myrtle Roof, Mech, Tran, & Light Phase.Process Piping.Labor	Myrtle LS - Install Roof Drains below Drain Opening Temporarily	\$640.00
<b>Subtotal:</b>			<b>\$44,884.85</b>
Jackson WWTP 15% Markup to GC Line (15.00% Applies to all line item types.):			\$6,732.73
<b>Grand Total:</b>			<b>\$51,617.58</b>

The original (Contract Sum)	\$7,550,058.00
Net change by previously authorized Change Orders	\$51,066.90
The contract sum prior to this Change Order was	\$7,601,124.90
The contract sum would be changed by this Change Order in the amount of	\$51,617.58
The new contract sum including this Change Order will be	\$7,652,742.48
The contract time will not be changed by this Change Order.	

**Erin Szczegielniak (Fishbeck Engineering)**

39500 MacKenzie Dr  
Novi, Michigan 48377

**City of Jackson**

161 W. Michigan Ave  
Jackson, Michigan 49201

**Heaney General Contracting, Inc.**

7560 Carpenter Rd.  
Ypsilanti, Michigan 48197

\_\_\_\_\_  
SIGNATURE DATE

\_\_\_\_\_  
SIGNATURE DATE

\_\_\_\_\_  
SIGNATURE DATE



SINCE 1903

SPECIALISTS IN RESTORATION OF STRUCTURES SINCE 1903

## D. C. Byers Company

16429 Upton Road Suite #3  
East Lansing, Mi 48823-9428  
(517) 339-1946  
Fax (517) 339-4315

August 21, 2023

Heaney General Contracting  
7560 Carpenter Rd  
Ypsilanti, MI 48197

ATTN: Andy Johnson

RE: Jackson WWTP  
Additional Masonry Repair

Andy,

DC Byers is pleased to provide you with a proposal for the above listed project, based on pictures send via email date August 16, 2023 and site visit August 18, 2023.

- Remove and replace brick veneer on three sides of canopy approximately 135 square feet, electrical conduit to be removed and replaced by others. Includes cleaning and painting of steel lintel, install new flashing, install new brick veneer to match existing as close as possible.
- Patch parapet wall masonry to facilitate new roof membrane and parapet coping
  - **TOTAL - \$40,200.00**

If you have any further questions please let me know

Sincerely,

Doug Harshbarger  
General Manager





SPECIALISTS IN RESTORATION OF STRUCTURES SINCE 1903

## **D. C. Byers Company**

16429 Upton Road Suite #3  
East Lansing, Mi 48823-9428  
(517) 339-1946  
Fax (517) 339-4315

September 1, 2023

Heaney General Contracting  
7560 Carpenter Rd  
Ypsilanti, MI 48197

ATTN: Andy Johnson

RE: Jackson WWTP  
Brick Replacement at Columns

Andy,

DC Byers is pleased to provide you with a proposal for the above listed project.

- Remove and replace brick at columns where canopy meets building
  - Labor - \$3,000.00
  - Material – \$600.00

If you have any further questions please let me know

Sincerely,

A handwritten signature in blue ink, appearing to read "Doug Harshbarger".

Doug Harshbarger  
General Manager



BULLETIN  
PAGE 1 OF 2

CONTRACT FOR:	Jackson WWTP and Myrtle Lift Station Improvements
OWNER:	City of Jackson 161 West Michigan Avenue Jackson, MI 49201
CONTRACTOR:	Heaney General Contracting, Inc. 7560 Carpenter Road Ypsilanti, MI 48197
ENGINEER:	Fishbeck 39500 MacKenzie Drive, Suite 100 Novi, MI 48377
ISSUED HEREWITH:	
SPECIFICATION SECTIONS:	None
SHEETS:	E002

The items below are being considered as possible changes to the Contract Documents for this Project. Contractor is requested to submit changes in cost, if any, for each item and indicate whether it is an addition to or deduction from the Contract Price. Costs are requested as lump sums unless otherwise noted as a unit cost. Include all labor, materials, overhead and profit, trades, subcontractors, and related costs. After reviewing the effects of those changes in the Work, Owner may issue a Change Order specifying which changes are to be incorporated in the Work, if any.

This Bulletin is not a Change Order and is not to be deemed authorization to proceed with the changes listed.

Additional work or materials, where proposed, shall meet the requirements of the Contract Documents, except where noted.

Contractor is responsible for notifying Engineer, in writing, concerning any revision or clarification which causes a change in the Contract Documents, but not specifically mentioned as a cost item in this Bulletin.

Return one completed and signed copy of the Bulletin to Engineer on or before the due date noted above.

Each proposed change has been described briefly with additional information provided concerning detailed changes required for the major trades concerned. Only one total cost figure has been requested for each item on the Bulletin; however, a complete breakdown is required for each item as supporting documentation. This will allow Owner to more easily evaluate the proposed cost changes. Each Bulletin item is an all-inclusive item and may concern work from several trades or Subcontractors. It is Contractor's responsibility to ensure that all work for each item has been included in the total cost figure provided to Owner.

ITEM NO. 1: PEP VFD Sizing  
Sheet E002 – Partial One Line Diagram (reissued)

- A. PEP-1 and PEP-3 are 90HP, low RPM pumps with an FLA of 167A.
  - 1. The 200A circuit breakers indicated for PEP-1 and PEP-3 will need to be increased to 225A circuit breakers.
  - 2. The conductors will need to be upsized accordingly to 3-4\0, #4G. The conduit can remain 2-1/2".
  - 3. The VFDs for these pumps will need to be sized as required to operate the listed FLA, 167A, not the listed horsepower.
- B. PEP-2 is a 100HP pump with an FLA rating of 139A.
  - 1. The existing 150A circuit breaker cannot be reused. Provide a new 3P200 circuit breaker.
  - 2. The conductors and conduit will need to be upsized accordingly to 3-3/0, #6G, and 2-1/2", respectively.
  - 3. The VFD for this pump will need to be sized as required to operate the listed FLA, 139A, not the listed horsepower.
- C. Verify new VFD equipment sizing (physical dimensions) with supplying manufacturer and verify VFDs can still physically fit in locations indicated on the Drawings. Notify Engineer if VFDs no longer physically fit in intended installation locations.

ADD/DEDUCT: \$ \_\_\_\_\_

BULLETIN  
PAGE 2 OF 2

ITEM NO. 2: PEP VFD Model  
Sheet E002 – Partial One Line Diagram (reissued)  
Sheet E006 – Electrical Details (not issued)  
Sheet E008 – Electrical Details (not issued)

- A. Verify with VFD supplier if using Altivar 680 Low Harmonic Drives in lieu of the specified 660 Drives with Harmonic Filters offers any advantages (pricing, physical sizing, lead times, etc.).
- B. Provide add/deduct cost as well as other impacts to project if change is made to 680s.

ADD/DEDUCT: \$ \_\_\_\_\_

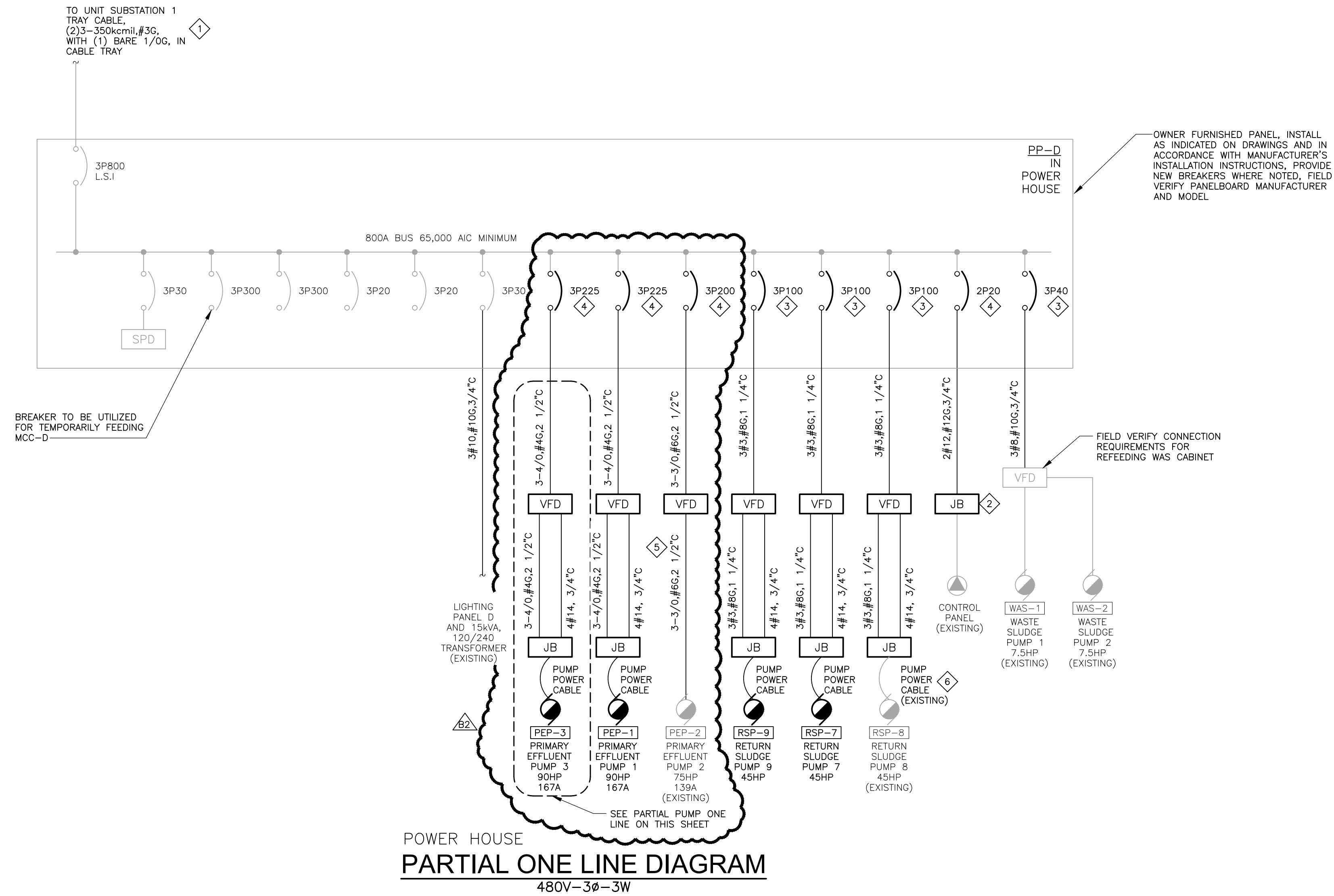
Contractor:

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Name and Title of Signatory

\_\_\_\_\_  
Date

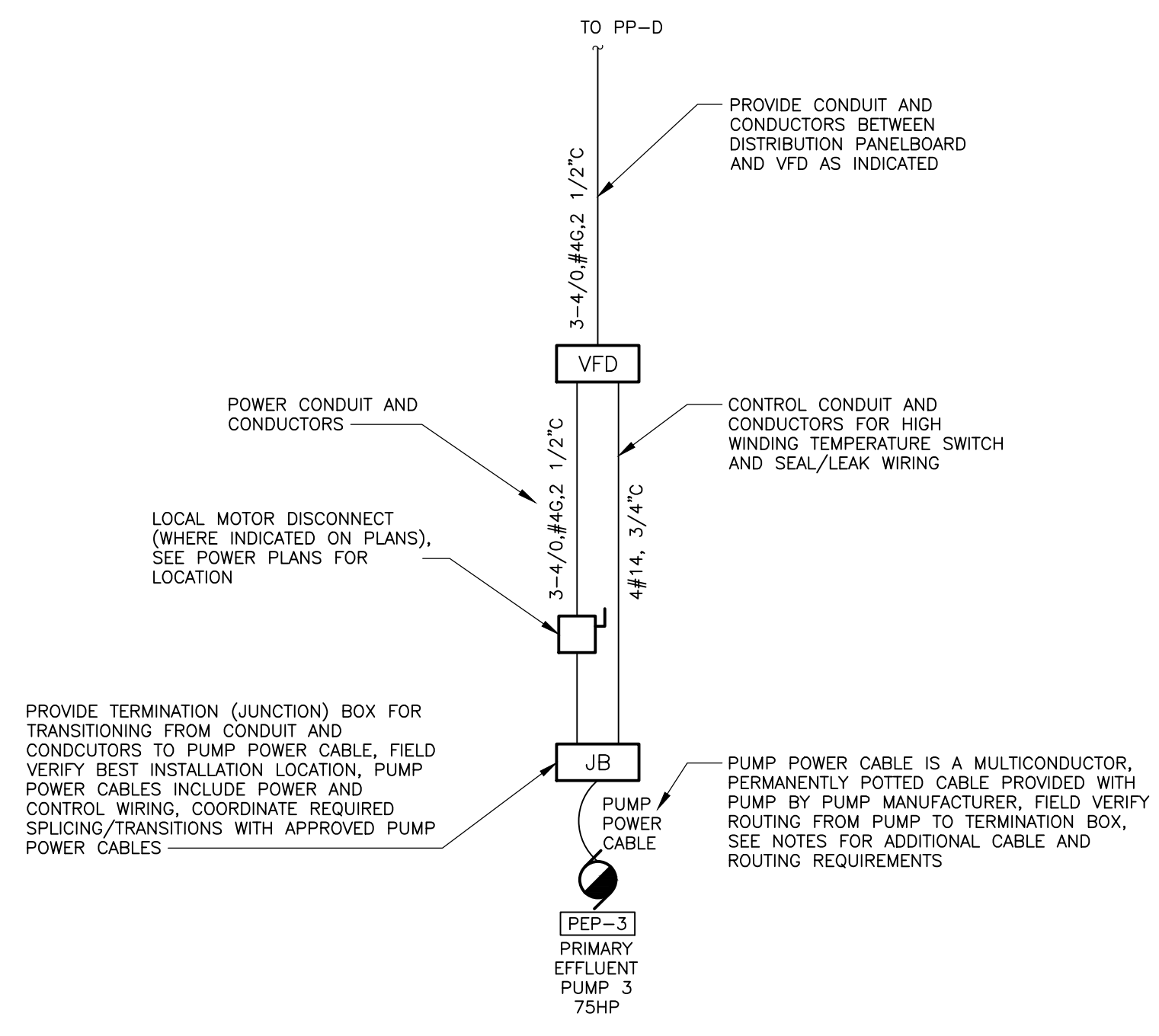
END OF BULLETIN



**NOTES**

- EQUIPMENT AND DEVICES SHOWN IN A LIGHTER PEN COLOR (SHADED) ARE EXISTING.
  - SEE WIRING DIAGRAMS FOR ADDITIONAL VFD REQUIREMENTS.
- KEY NOTES**
- DISCONNECT EXISTING CONDUCTORS FROM EXISTING MCC-D, PULLBACK, AND RECONNECT TO PP-D.
  - EXTEND CONDUIT AND CONDUCTORS MAINTAINED DURING DEMOLITION TO NEW MCC LOCATION. PROVIDE CONDUIT BODY OR JUNCTION BOX FOR SPLICING AS REQUIRED.
  - PROVIDE NEW CIRCUIT BREAKER IN EXISTING SPACE. CIRCUIT BREAKER AIC RATING SHALL MATCH EXISTING CIRCUIT BREAKERS. FIELD VERIFY RATING REQUIRED.
  - PROVIDE NEW CIRCUIT BREAKER. REPLACE EXISTING SPARE BREAKER WITH NEW. RETURN SPARE BREAKER TO OWNER.
  - PEP-2 IS EXISTING AND DOES NOT HAVE A PUMP POWER CABLE ASSOCIATED WITH IT.
  - ROUTE EXISTING CABLE MAINTAINED DURING DEMOLITION TO TERMINATION BOX.

**POWER HOUSE  
PARTIAL ONE LINE DIAGRAM  
480V-3Ø-3W**



**PARTIAL PUMP ONE LINE DIAGRAM  
NO SCALE**

**PARTIAL PUMP ONE LINE DIAGRAM NOTES:**

- REQUIREMENTS INDICATED ARE TYPICAL FOR ALL PUMPS WITH MANUFACTURER PROVIDED PUMP POWER CABLES.
- PUMP POWER CABLE SHALL BE SUPPORTED IN ACCORDANCE WITH NEC BETWEEN PUMP AND TERMINATION BOX. PROVIDE CONDUIT, SIZED AS REQUIRED FOR PUMP CABLE, FROM A LOCATION NEAR PUMP TO TERMINATION BOX. PROVIDE A BUSHING ON END OF CONDUIT WHERE PUMP CABLE DROPS OUT TO MOTOR. PROVIDE CABLE STRAIN RELIEF ON PUMP CABLE WHERE IT DROPS OUT OF CONDUIT.
- COORDINATE ROUTING OF PUMP CABLE WITH OVERHEAD EQUIPMENT (I.E., CRANES). DO NOT IMPEDE USE OF OVERHEAD EQUIPMENT.
- COIL EXTRA LENGTHS OF PUMP CABLE AND PROVIDE 316 STAINLESS STEEL J HOOK TO HOLD CABLE. FIELD COORDINATE BEST INSTALLATION LOCATION FOR J HOOK. DO NOT WRAP EXTRA CABLE AROUND PUMPS.
- INSTALL NEMA 1 RATED JUNCTION BOXES IN DRY AREAS. INSTALL NEMA 4X JUNCTION BOXES IN DAMP OR WET AREAS.

REVISIONS	
12/25/2023	B2 BULLETIN NO. 2

12/12/2022 BID SET	
Drawn By	MJS
Designer	MJS
Reviewer	JAC
Manager	EHS

Hard copy is intended to be 24"x36" when plotted. Scale(s) indicated and graphic quality may not be accurate for any other size.

PROJECT NO.  
**211084**

SHEET NO.

**E002**



Heaney General Contracting, Inc.
7560 Carpenter Rd.
Ypsilanti, Michigan 48197
Phone: (734) 434-9330
Fax: 7344341220

Project: 211084 - Jackson Wastewater Treatment Plant & Myrtle Lift
Station Improvements
2995 Lansing Ave
Jackson, Michigan 49202
Phone: 517-788-4075)

Prime Contract Change Order #006: Bulletin #2: VFD and Conductor Resizing

Table with contract details including TO: City of Jackson, FROM: Heaney General Contracting, Inc., DATE CREATED: 9/07/2023, CONTRACT STATUS: Pending - In Review, and TOTAL AMOUNT: \$51,066.90.

DESCRIPTION:

Bulletin No. 2
ITEM NO. 1: PEP VFD Sizing
Sheet E002 Partial One Line Diagram (reissued)
A. PEP-1 and PEP-3 are 90HP, low RPM pumps with an FLA of 167A.
1. The 200A circuit breakers indicated for PEP-1 and PEP-3 will need to be increased to 225A circuit breakers.
2. The conductors will need to be upsized accordingly to 3-4/0, #4G. The conduit can remain 2-1/2.
3. The VFDs for these pumps will need to be sized as required to operate the listed FLA, 167A, not the listed horsepower.
B. PEP-2 is a 100HP pump with an FLA rating of 139A.
1. The existing 150A circuit breaker cannot be reused. Provide a new 3P200 circuit breaker.
2. The conductors and conduit will need to be upsized accordingly to 3-3/0, #6G, and 2-1/2", respectively.
3. The VFD for this pump will need to be sized as required to operate the listed FLA, 139A, not the listed horsepower.
C. Verify new VFD equipment sizing (physical dimensions) with supplying manufacturer and verify VFDs can still physically fit in locations indicated on the Drawings. Notify Engineer if VFDs no longer physically fit in intended installation locations.

ITEM NO. 2: PEP VFD Model (Item has not been priced out on this early version)

Sheet E002 Partial One Line Diagram (reissued)
Sheet E006 Electrical Details (not issued)
Sheet E008 Electrical Details (not issued)
A. Verify with VFD supplier if using Altivar 680 Low Harmonic Drives in lieu of the specified 660 Drives with Harmonic Filters offers any advantages (pricing, physical sizing, lead times, etc.).
B. Provide add/deduct cost as well as other impacts to project if change is made to 680s.

ATTACHMENTS:

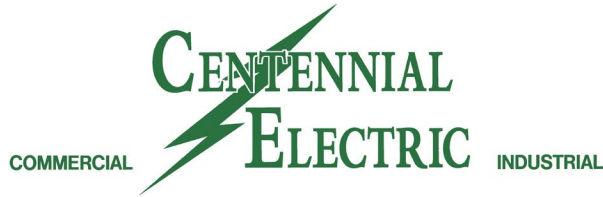
Jackson WWTP PH2 & Myrtle- Bulletin 2 Quote 8-28-2023.pdf, BUL02\_2023\_0725.pdf

POTENTIAL CHANGE ORDERS IN THIS CHANGE ORDER:

Table with 4 columns: PCO #, Title, Schedule Impact, Amount. Row 1: 004, CE #005 - PEP VFD Sizing, \$51,066.90



O 517.543.9900  
F 517.543.9911



PO BOX 490  
POTTERVILLE, MI 48876

8/28/2023

ATT: Andrew Johnson  
Heaney General Contracting  
7560 Carpenter Rd.  
Ypsilanti, MI 48197

RE: City of Jackson WWTP Phase 2 & Myrtle Lift Station- Bulletin 2

Dear Mr. Johnson,

Centennial Electric, LLC, is pleased to quote you for the above mentioned project. We have included the following:

**Bulletin 1- Item No. 1 and 2**

Material:	3,504.00
Labor:	1,380.00
Supplier Quotes:	31,538.00
Direct Expense:	625.00
Tax:	2,102.00
OH&P:	5,557.00
<b>Total:</b>	<b>\$ 44,706.00</b>

Please do not hesitate to contact me with any questions.

Sincerely,

Trevor Strang  
Project Manager  
Centennial Electric LLC

## Bid Summary Report

Jackson WWTP & Myrtle Lift Station Estimator: Mike

Job #2219

**Job Name:** Jackson WWTP & Myrtle Lift Station

**Contractor:**

**Estimator:** Mike

**Notes:**

**Bid Date:** 1/17/2023

Summary Description	Material			Labor		
	Extended	%	Adjusted	Extended	%	Adjusted
Bulletin 2	\$3,503.57	100.00%	\$3,503.57	13.92	100.00%	13.92

### Top Sheet

Raw Cost	\$37,046.41	Sales per Month	\$0.00
Tax	\$2,102.47	Return per Month	\$0.00
Raw Cost with Tax	\$39,148.88	Price per Square Foot	\$0.00
Overhead	\$5,556.96	Hours per Square Foot	0.00
Profit	\$0.00	Square Feet	0.00
Total Return Amount	\$5,556.96	Job Months	0.00
Total Return %	12.43%	Hours per Week	0.00
Remaining Labor Hours	0.00	Average Hourly Rate w/ Burden	99.12
Price	\$44,705.84	Workers per Day	0.00
Bond	\$0.00	Total Hours	13.92
Sell Price	<b>\$44,705.84</b>	Markup Sales Tax (Overhead)	No
Adjusted Sell	\$0.00	Markup Sales Tax (Profit)	No
Adjusted Sell Return 0.00%	\$0.00	Use Bond Table	No

### Labor

Class Description	Percent of Total	Hours Distributed	Hourly Rate	Burden		Labor Cost
				Rate	Percent	
Journeyman 252	100.00%	13.92	\$99.12	\$0.00	0.00%	\$1,380.22
Foreman 252	0.00%	0.00	\$113.99	\$0.00	0.00%	\$0.00
General Foreman 252	0.00%	0.00	\$123.90	\$0.00	0.00%	\$0.00
<b>Totals</b>	100.00%	13.92	\$99.12	\$0.00	0.00%	\$1,380.22

### Mark Ups

	OVERHEAD		PROFIT	
	Total	%	Amount	%
Materials	\$3,503.57	+ 15.00%	\$4,029.11	+ 0.00%
			\$4,029.11	

## Bid Summary Report

Jackson WWTP & Myrtle Lift Station Estimator: Mike

Job #2219

Labor	\$1,380.22	+	15.00%	\$1,587.25	+	0.00%	\$1,587.25
Supplier Quotes	\$31,537.62	+	15.00%	\$36,268.26	+	0.00%	\$36,268.26
SubContractors	\$0.00	+	15.00%	\$0.00	+	0.00%	\$0.00
Direct Job Expense	\$625.00	+	15.00%	\$718.75	+	0.00%	\$718.75
Equipment Rental	\$0.00	+	15.00%	\$0.00	+	0.00%	\$0.00
Fixtures Quotes	\$0.00	+	15.00%	\$0.00	+	0.00%	\$0.00
<b>Totals</b>	<b>\$37,046.41</b>		<b>15.00%</b>	<b>\$42,603.37</b>		<b>0.00%</b>	<b>\$42,603.37</b>

### Tax Report

	Taxed Amount	Tax Rate %	Tax Amount
Materials	\$3,503.57	6.00%	\$210.21
Labor	\$1,380.22	0.00%	\$0.00
Supplier Quotes	\$31,537.62	6.00%	\$1,892.26
SubContractors	\$0.00	0.00%	\$0.00
Direct Job Expense	\$0.00	0.00%	\$0.00
Equipment Rental	\$0.00	6.00%	\$0.00
Fixtures Quotes	\$0.00	6.00%	\$0.00
<b>Total Tax:</b>			<b>\$2,102.47</b>

### Supplier Quotes

Name	Supplier	Tax (6.0%)	Unit Cost	Mult	Amount
Breakers - WWTP	Kendall	Yes	\$2,069.25	1.00	\$2,069.25
VFDs	Graybar	Yes	\$29,468.37	1.00	\$29,468.37
<b>Totals:</b>					<b>\$31,537.62</b>

### Direct Job Expense

Name	Supplier	Tax (0.0%)	Unit Cost	Mult	Amount
General Conditions		No	\$625.00	1.00	\$625.00
<b>Totals:</b>					<b>\$625.00</b>

Job Name: Jackson WWTP & Myrtle Lift Station  
 Job Number: 2219  
 Extension Name: Bulletin 2

Item #	Item Name	Quantity	Book Price	U	Ext Book Price	NECA 1	U	Labor 1 Ext	CCode	% of Extended Price	% of Extended Hours
<b>Label Set: Combined, Combined, Combined, Combined, Combined</b>					<b>\$3,503.57</b>			<b>13.17</b>		<b>100%</b>	<b>100%</b>
CCode: <undefined>					\$30.00			5.15		0.86%	39.09%
60,166	Install 3P Breaker	1.00	\$0.00		\$0.00	0.65	E	0.65			
60,167	Mount/Move Larger VFD	3.00	\$10.00	E	\$30.00	1.50	E	4.50			
CCode: Feeder Rough					\$1,422.24			3.80		40.59%	28.84%
1,266	2 GRC	-95.00	\$1,713.99	C	(\$1,628.29)	11.00	C	-10.45	cf		
1,267	2 1/2 GRC	95.00	\$3,211.08	C	\$3,050.53	15.00	C	14.25	cf		
CCode: Hangers/Anchors					\$0.00			0.00		0%	0%
CCode: Straps					\$130.42			0.03		3.72%	0.23%
3,077	2 GRC 1H STL STP	-11.88	\$1,548.47	C	(\$183.88)	4.25	C	-0.50	cs		
3,078	2 1/2 GRC 1H STL STP	11.88	\$2,646.78	C	\$314.31	4.50	C	0.53	cs		
CCode: Lugs/Termination/Ground					\$0.00			0.40		0%	3.04%
5,782	200A CIRCUIT TERM	-8.00	\$0.00	X	\$0.00	0.70	E	-5.60	sl		
5,783	225A CIRCUIT TERM	8.00	\$0.00	X	\$0.00	0.75	E	6.00	sl		
CCode: Feeder Wire					\$1,920.91			3.80		54.83%	28.81%
60,177	6 THHN CU STRANDED	-225.00	\$1,241.40	M	(\$279.32)	11.00	M	-2.47	wf		
60,178	4 THHN CU STRANDED	225.00	\$1,899.74	M	\$427.44	13.00	M	2.92	wf		
60,182	1/0 THHN CU STRANDED	-330.00	\$3,996.94	M	(\$1,318.99)	22.00	M	-7.26	wf		
60,184	3/0 THHN CU STRANDED	-345.00	\$6,213.70	M	(\$2,143.73)	26.00	M	-8.97	wf		
60,185	4/0 THHN CU STRANDED	675.00	\$7,756.30	M	\$5,235.50	29.00	M	19.58	wf		
					<b>\$3,503.57</b>			<b>13.17</b>			

# Quotation

<b>Q2C Number: 45175961</b>	<b>Quote Number: 1</b>	<b>Change Order Rev Number: 6</b>
-----------------------------	------------------------	-----------------------------------

**Project Name:** City of Jackson Wastewater WWTP an

**Project Sub-Name:**

**Project Location:** JACKSON, MI

**Quote Name:** BULLETIN 2 WRITE UP

**Through Addenda Number:** 1

**Bid Date:** 1/1/1901

**Consultant / Specifier:** City of Jackson Wastewater

**Contractor / Installer:** CENTENNIAL ELECTRIC

**Sales Representative:** NICOLE KOWALSKI

## **Conditions of Sale**

*This Quotation is subject to Schneider Electric USA, Inc.'s published Conditions of Sale*

**Payment Terms:** SPECIAL TERMS: Discount 0% 0 / Net 30th

**Billing Type(s):**

**Currency:** US DOLLARS

## **Quote Markings**

1006-724

Q2C Number: 45175961

Quote Number: 1

Change Order Rev Number: 6

Project Name: City of Jackson Wastewater WWTP an

Quote Name: BULLETIN 2 WRITE UP

Item No.	Qty.	Catalog Number / Details	
001-00	1	<b>Designation:</b> PEP-1 ATV660C11T4H2GMWBBGLXEP202EP217EP+ Altivar 660 ATV660C11T4H2GMWBBGLXEP202EP217EP240EP254EP2 60EP263EP279EP280-SPL Designation: PEP-1 Main circuit breaker disconnect 100k AIC rated Selected for 460 Vac 3 phase motor 125 Horsepower Sized for Heavy duty. Drive controller rated for 173 Max Output Amps Type 1 Enclosure UL508A Label RAL7035 (Gray) Power Circuit W: Drive combination package Dv/Dt Motor Filter Control options: EP202 - Drive Reset Push Button Hand-Off-Auto selector switch Start/Stop push buttons Speed Potentiometer Pilot light options: Power on pilot light (red) Run PTT pilot light (green) Trip PTT pilot light (yellow) EP217 - Substitute Pilot Light Lens Auxiliary contacts: 1 NO/NC run contact 1 NO/NC trip contact 1 NO auto mode contact Ethernet IP Communications Card Harmonic Filter - M09 Elapsed time meter EP240 Output Filter EP254- 24Vdc 300mA power supply EP260- Mount and wire customer supplied pump protection relay or Mini Cas compatible. EP263 - Provide pilot alarms and aux contacts for light moisture and pump over temperature from pump protection relay / meter EP279- Motor Over Temperature Logic input with Pilot Light EP280- Enclosure vent fan shutdown This device contains selected features that require factory engineered configurations. Standard published lead times no longer apply. Enclosure dimensions are subject to change. Revision - 7/29/2023 - (20221218/20230730.000) 8/4/2023 5:45:21 AM Custom engineered features as identified by TAG number T100. COMPLY WITH CONTROL DWG E006 Custom engineered features as identified by TAG number T100. CHANGE BREAKER TO 225A	<b>\$11,044.53</b>

Ship Id: 01 Estimated On-site Dt: 1/12/2040

Q2C Number: 45175961

Quote Number: 1

Change Order Rev Number: 6

Project Name: City of Jackson Wastewater WWTP an

Quote Name: BULLETIN 2 WRITE UP

Item No.	Qty.	Catalog Number / Details	
002-00	1	<p><b>Designation:</b> PEP-3            ATV660C11T4H2GMWBBGLXEP202EP217EP+            Altivar 660            ATV660C11T4H2GMWBBGLXEP202EP217EP240EP254EP2            60EP263EP279EP280-SPL            Designation: PEP-3            Main circuit breaker disconnect            100k AIC rated            Selected for 460 Vac 3 phase motor            125 Horsepower            Sized for Heavy duty.            Drive controller rated for 173 Max Output Amps            Type 1 Enclosure            UL508A Label            RAL7035 (Gray)            Power Circuit W: Drive combination package            Dv/Dt Motor Filter            Control options:            EP202 - Drive Reset Push Button            Hand-Off-Auto selector switch            Start/Stop push buttons            Speed Potentiometer            Pilot light options:            Power on pilot light (red)            Run PTT pilot light (green)            Trip PTT pilot light (yellow)            EP217 - Substitute Pilot Light Lens            Auxiliary contacts:            1 NO/NC run contact            1 NO/NC trip contact            1 NO auto mode contact            Ethernet IP Communications Card            Harmonic Filter - M09            Elapsed time meter EP240            Output Filter            EP254- 24Vdc 300mA power supply            EP260- Mount and wire customer supplied pump            protection relay or Mini Cas compatible.            EP263 - Provide pilot alarms and aux contacts            for light moisture and pump over            temperature from pump protection relay /            meter            EP279- Motor Over Temperature Logic input            with Pilot Light            EP280- Enclosure vent fan shutdown            This device contains selected features that            require factory engineered configurations.            Standard published lead times no longer            apply. Enclosure dimensions are subject to            change.            Revision - 7/29/2023 -            (20221218/20230730.000)            8/4/2023 8:26:24 AM            Custom engineered features as identified by            TAG number T100.            COMPLY WITH CONTROL DWG            E008            Custom engineered features as identified by            TAG number T100.            SET BREAKER TO 225A</p>	<b>\$11,414.90</b>

Ship Id: 01 Estimated On-site Dt: 1/12/2040

<b>Q2C Number:</b> 45175961	<b>Quote Number:</b> 1	<b>Change Order Rev Number:</b> 6
<b>Project Name:</b> City of Jackson Wastewater WWTP an		<b>Quote Name:</b> BULLETIN 2 WRITE UP

<b>Item No.</b>	<b>Qty.</b>	<b>Catalog Number / Details</b>	
003-00	1	<p><b>Designation:</b> PEP-2                      ATV660D90T4H2GMWBGGLEP202EP217EP2+                      Altivar 660                      ATV660D90T4H2GMWBGGLEP202EP217EP240EP254EP260EP263EP279EP280-SPL                      Designation: PEP-2                      Main circuit breaker disconnect                      100k AIC rated                      Selected for 460 Vac 3 phase motor                      100 Horsepower                      Sized for Heavy duty.                      Drive controller rated for 145 Max Output Amps                      Type 1 Enclosure                      UL508A Label                      RAL7035 (Gray)                      Power Circuit W: Drive combination package                      Control options:                      EP202 - Drive Reset Push Button                      Hand-Off-Auto selector switch                      Start/Stop push buttons                      Speed Potentiometer                      Pilot light options:                      Power on pilot light (red)                      Run PTT pilot light (green)                      Trip PTT pilot light (yellow)                      EP217 - Substitute Pilot Light Lens                      Auxiliary contacts:                      1 NO/NC run contact                      1 NO/NC trip contact                      Ethernet IP Communications Card                      Harmonic Filter - M09                      Elapsed time meter EP240                      EP254- 24Vdc 300mA power supply                      EP260- Mount and wire customer supplied pump protection relay or Mini Cas compatible.                      EP263 - Provide pilot alarms and aux contacts for light moisture and pump over temperature from pump protection relay / meter                      EP279- Motor Over Temperature Logic input with Pilot Light                      EP280- Enclosure vent fan shutdown                      This device contains selected features that require factory engineered configurations. Standard published lead times no longer apply. Enclosure dimensions are subject to change.                      Revision - 7/29/2023 - (20221218/20230730.000)                      8/4/2023 5:45:28 AM                      Custom engineered features as identified by TAG number T100.                      COMPLY WITH DWG E006                      Custom engineered features as identified by TAG number T100.                      SET BREAKER TO 200A</p>	<b>\$7,008.94</b>

**Ship Id:** 01 **Estimated On-site Dt:** 1/12/2040

<b>Q2C Number:</b> 45175961	<b>Quote Number:</b> 1	<b>Change Order Rev Number:</b> 6
<b>Project Name:</b> City of Jackson Wastewater WWTP an	<b>Quote Name:</b> BULLETIN 2 WRITE UP	

<b>Item No.</b>	<b>Qty.</b>	<b>Catalog Number / Details</b>
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<b>Change to Total Authorized:</b>	<b>\$29,468.37</b>
<b>Change to Warranty:</b>	<b>0.00</b>
<b>Change to FOB:</b>	<b>0.00</b>
<b>Change to Order Value:</b>	<b>\$29,468.37</b>



**KENDALL  
ELECTRIC**

A MEMBER OF THE KENDALL GROUP

Quotation S113301558

Order Date: 08/07/23	
Terms: 2% 10th PROX Net 30th	
Customer PO#	Release #
JACKSON WWTP	
Ordered By: TREVOR	
Phone: 517-543-9900	

KENDALL ELECTRIC  
7633 LANAC ST  
LANSING MI 48917-9517  
517-322-2411 Fax 517-322-0743

Sold To: 46324  
CENTENNIAL ELEC GENERAL  
PO BOX 490  
POTTERVILLE, MI 48876-0490

Ship To: 47543  
CENTENNIAL ELEC GENERAL PURCH  
2206 LANSING RD  
CHARLOTTE, MI 48813-8423

Warehouse	Ship Via	Freight Allowed		Account Manager	Inside Salesperson	
EKDC	ELAN34	Out: No	In: No	JEFFREY PASCH, 1726-ELAN	KAMARYN SCHNARR, 1723-ELA	
Cust Ln #	Order Qty	ID #	Description	Req Date	Price / UOM	Ext Amount
	2 ea	4682572	PDG23M0225TFFL CH PDG2, 3P, 225A, 65KA/480V, FXFXTMTU ESTIMATED 20 DAY LEAD TIME  *** TAXES NOT INCLUDED ***	08/07/	1034.624/e	2,069.25

This quotation is an offer to sell you the goods or services described herein on the terms set forth above and on our standard Terms and Conditions of which are available at [http://www.kendallgroup.com/legal/t\\_and\\_c\\_sale](http://www.kendallgroup.com/legal/t_and_c_sale) or by calling 800-632-5422. Your order of any goods or services placed in this quotation constitutes your acceptance of our standard Terms and Conditions of Sale. We object to any different or additional terms and reject any prior offers we received from you. Wire, conduit & pipe pricing valid for 08/07/2023 only. Open, special order or non-stock items may not be returnable. Prices expire on, and are subject to change after, 09/06/2023 unless otherwise stated on our quotation, cover page, or e-mail.

Subtotal	2069.25
S&H CHGS	TBD
Sales Tax	TBD
Amount Due	2069.25

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Thank You - We Appreciate Your Business

**MEMO TO:** Mayor and City Councilmembers

**FROM:** Jonathan Greene, City Manager

**DATE:** October 10, 2023 City Council Meeting

**SUBJECT:** **Consideration of first reading for amendment to Note 9 of Section 27-76.01(B)(1) of Article III of Chapter 27 of the City Code of Ordinances, revised City of Jackson Sewer Use Ordinance.**

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**Recommendation:**

Adopt for first reading an ordinance amending Note 9 of Section 27-76.01(B)(1) of the Sewer Use Ordinance, correcting the discharge amount subject to surcharge to total suspended solids exceeding 160 milligrams per liter.

Your consideration and concurrence is appreciated.

JG

## DEPARTMENTAL REPORT

**MEMO TO:** Mayor and City Council

**FROM:** Matthew Hagerty, City Attorney

**DATE:** October 10, 2023 City Council Meeting

**RECOMMENDATION:** Adopt for first reading an ordinance amending Note 9 of Section 27-76.01(B)(1) of the Sewer Use Ordinance, correcting the discharge amount subject to surcharge to total suspended solids exceeding 160 mg/l.

### SUMMARY

The City's revised Sewer Use Ordinance (SUO) was adopted by City Council in early 2022, after several years of planning, review and input from the Department of Public Works, the City's Wastewater Treatment Plant, and the City Attorney's Office. At the beginning of the process, the City also retained the services of special legal counsel with extensive experience and specialization in wastewater, industrial pretreatment program ("IPP"), and sewer use ordinance matters to assist the City to prepare the ordinance. Special legal counsel has now requested a revision to Note 9 of Section 27-76.01(B)(1) of the SUO, correcting the discharge amount of total suspended solids subject to surcharge from 260 mg/l to 160 mg/l.

### BUDGETARY CONSIDERATIONS

Not applicable.

### HISTORY, BACKGROUND and DISCUSSION

The proposed ordinance revision corrects the discharge amount of total suspended solids from 260 mg/l to 160 mg/l to accurately reflect the discharge threshold that would be subject to surcharge under the SUO.

### POSITIONS

It is recommended that Council adopt for first reading an ordinance amending Note 9 of Section 27-76.01(B)(1) of the Sewer Use Ordinance, correcting the discharge amount subject to surcharge to total suspended solids exceeding 160 mg/l.

**ORDINANCE NO. \_\_\_\_\_**

**AN ORDINANCE TO AMEND NOTE 9 OF SECTION 27-76.01(B)(1) OF ARTICLE III (“WASTEWATER SYSTEM”) OF CHAPTER 27 (“WATER AND SEWER”) OF PART II OF THE CITY OF JACKSON CODE OF ORDINANCES TO REVISE THE SURCHARGE THRESHOLD AMOUNT FOR DISCHARGES OF TOTAL SUSPENDED SOLIDS.**

**THE CITY OF JACKSON, MICHIGAN, ORDAINS:**

**Sec. 1. Amendment of Note 9 of Section 27-76.01(B)(1) of Article III of Chapter 27 of the City of Jackson Code of Ordinances.** The existing Note 9 of Section 27-76.01(B)(1) of Article III of Chapter 27 of the City of Jackson Code of Ordinances is hereby amended to read in its entirety as follows:

“9. Any discharge of TSS in excess of 160 mg/l shall be subject to surcharge as provided by this Article.”

**Sec. 2. Severability.** This Ordinance shall be deemed severable and should any section, clause or provision of this Ordinance be declared to be invalid, the same shall not affect the validity of the Ordinance as a whole or any part thereof other than the part so declared to be invalid.

**Sec. 3. Saving Clause.** The amendment or repeal by this Ordinance of any ordinance or ordinance provision shall have no effect upon prosecutions commenced prior to the effective date of this Ordinance or prosecutions based upon actions taken by any person prior to the effective date of this Ordinance. Those prosecutions shall be conducted under the ordinance provisions in effect prior to the effective date of this Ordinance.

**Sec. 4. Conflict.** Except as otherwise expressly provided, the provisions of this Ordinance shall control in the event of any inconsistency or conflict between this Ordinance and any other provision of any other Ordinance of the City.

**Sec. 5. Publication.** This Ordinance shall be published (either in whole or in summary) in a newspaper of general circulation in the City of Jackson, including the designation in the

publication of the location in the City where a true copy of the Ordinance can be inspected or obtained, as authorized by State law.

**Sec. 6. Effective Date.** This Ordinance shall become effective thirty (30) days from adoption as provided in Section 5, above, and as certified by the Clerk, below. Adopted this \_\_\_\_\_ day of \_\_\_\_\_, 2023, by the City Council, City of Jackson, Michigan.

On roll call, the vote was:

Yeas:

Nays:

By: \_\_\_\_\_  
\_\_\_\_\_

Certification

I, \_\_\_\_\_, Clerk of the City of Jackson, Michigan, do hereby certify that the foregoing is a true copy of the ordinance adopted by the City of Jackson City Council at a regular meeting held on \_\_\_\_\_, 2023, at \_\_\_\_\_, and that it was published in \_\_\_\_\_ on \_\_\_\_\_, 2023.

\_\_\_\_\_, Clerk