



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

AGENDA – CITY COUNCIL MEETING

March 13, 2012

7:00 p.m.

1. **Call to Order.**
2. **Pledge of Allegiance** – Invocation by Kimberly Jaquish, 2nd Ward City Councilmember.
3. **Roll Call.**
4. **Adoption of Agenda.**
5. **Citizen Comments. (3-Minute Limit)**
6. **Presentations/Proclamations.**
7. **Consent Calendar.**
 - A. Approval of the minutes of the regular City Council meeting of February 21, 2012.
 - B. Approval of the request from the Council for Prevention of Child Abuse and Neglect (CPCAN) to conduct the Child Abuse Prevention Month Kick-Off at Governor Austin Blair Memorial Park on Monday, April 2, 2012, from 12:00 – 1:00 p.m. (Recommended approval received from the Police, Fire, Parks, Engineering, and Public Works Departments, and the Downtown Development Authority. A Hold Harmless Agreement has been reviewed and approved by the City Attorney.)
 - C. Approval of the award of the 2012 Wastewater Treatment Plant Lawn Care Contract to Greener Solutions Lawn, Jackson, in the amount of \$12,250.00, and authorization for the Mayor and City Clerk to execute the contract on behalf of the City, in concurrence with the Purchasing Agent.
 - D. Approval of the award of the 2012 City Private Lots Mowing Contract (entire season) to Noel Lawn Services, Monroe, in the amount of \$30,125.00, and Greener Solutions, Jackson, (for half of properties in May and June) in the amount of \$31,875.00, and authorization for the Mayor and City Clerk to execute the appropriate document(s), in accordance with the recommendation of the Purchasing Agent.
 - E. Approval of the award of the 2012 As Needed Surveying Consulting Services contract to Wade Trim, Taylor, in the amount of \$62,880.00, and authorization for the Mayor and City Clerk to execute the appropriate document(s), in accordance with the recommendation of the Purchasing Agent.
 - F. Approval of the purchase of replacement radios from Tait North America, Inc., Houston, Texas, in the amount of \$38,684.50, in compliance with the Federal Communication Commission mandate, and authorization for the City Engineer/Director of Public Works to sign the purchase order.
 - G. Receipt of the Dangerous Building Report through February 29, 2012.
 - H. Receipt of the 2012-2013 Community Development Block Grant (CDBG) and HOME Draft Action Plan and authorization of dissemination for the 30-day public comment period between March 20, and April 20, 2012.

8. **Committee Reports.**
 - A. Receipt of the Finance/Tax Policy Committee report for February 21, 2012.

9. **Appointments.**
 - A. Approval of the Mayor's recommendation to reappoint Wendy Clifton and Richard Sneary to the Downtown Development Authority for a four-year term each, beginning March 30, 2012, and ending March 29, 2016.
 - B. Approval of the Mayor's recommendation to appoint Charles C. Reisdorf to the Zoning Board of Appeals/Sign Board of Appeals filling a current vacancy beginning immediately and ending December 31, 2014.

10. **Public Hearings.**
 - A. Public hearing of necessity for street construction on Durand Street from the south end to Morrell Street.
 1. Resolution ordering the construction and preparation of the special assessment roll.
 - B. Public hearing on the request to rezone property located at 2005 First Street (Parcel ID#3-320800000) from R-1 (One-Family Residential) to I-1 (Light Industrial).
 1. Consideration of an ordinance amending Chapter 28, Section 28-32, City Code, to rezone property located at 2005 First Street (Parcel ID#3-320800000), from R-1 to I-1. (City Planning Commission recommends denial.)

11. **Resolutions.**
 - A. Consideration of a resolution recognizing the Jackson Community Foundation as a nonprofit organization operating in the community.
 - B. Consideration of a resolution granting Amy Cantu permission to operate a mobile food cart in the City's central business district.
 - C. Consideration of a resolution approving funds in the amount of \$225,000.00 for the purpose of demolition and related expenditures under the Neighborhood Economic Stabilization initiative.
 - D. Consideration of a resolution endorsing an application by the Jackson Transportation Authority for funding from the Federal Transit Administration for rehabilitation of the administration/maintenance facility.
 - E. Consideration of a resolution encouraging the Michigan Flyer to reinstate full bus service to and from the City of Jackson, and instruct the City Manager, and encourages the Jackson Transportation Authority to cooperate and negotiate the conditions needed to allow for full reinstatement of the Michigan Flyer service in Jackson.

12. **Ordinances.**
 - A. Consideration of an ordinance adding Section 2-509.3, Chapter 2, Article VI, City Code, to create a new Deferred Retirement Option Program (DROP) commencing July 1, 2012, and expiring June 30, 2016.
 - B. Consideration of an ordinance adding Article VI – Foreclosed, Vacant and Abandoned Residential Property Registry to Chapter 14, City Code, to provide a registry of foreclosed, vacant, and abandoned residential properties in order to protect the health, safety and welfare of the citizens of the City of Jackson by preventing blight, protecting property values and neighborhood integrity, and ensuring maintenance of foreclosed, vacant, and abandoned residential properties.

13. **Other Business.**
 - A. Consideration of the request to accept the Purchase Agreement to sell the property at 1707 E. Ganson Street for \$28,000.00, and authorization for the Mayor and City Clerk to execute the deed; for the Deputy City Manager, or his designee, to sign any required documents at closing, and for the City Attorney to make minor modifications to the closing documents and to take all other action necessary to effectuate the closing. (Postponed at the February 21, 2012, City Council meeting.)

- B. Consideration of the request to accept the Purchase Agreement to sell the property at 509 W. Franklin Street for \$25,000.00, and authorization for the Mayor and City Clerk to execute the deed; for the Deputy City Manager, or his designee, to sign any required documents at closing, and for the City Attorney to make minor modifications to the closing documents and to take all other action necessary to effectuate the closing. (Postponed at the February 21, 2012, City Council meeting.)
14. **New Business.**
- A. Consideration of the request to authorize the Mayor, and City Clerk if necessary, to execute any and all documents related to accepting Inspection Authority for the Diocese of Lansing, Queen of the Miraculous Medal School.
 - B. Consideration of the request to approve authorization of a contract between the City and Harvest Energy Solutions, Jackson, to design and construct a 150 kW photovoltaic field at the Wastewater Treatment Plant at a cost of \$500,663.00, and authorization for the Mayor and City Clerk to execute all appropriate contract document(s).
15. **City Councilmembers' Comments.**
16. **Manager's Comments.**
17. **Adjournment.**

JACKSON CITY COUNCIL MEETING

MINUTES

FEBRUARY 21, 2012

CALL TO ORDER.

The Jackson City Council met in regular session in City Hall and was called to order at 7:02 p.m. by Mayor Martin J. Griffin.

PLEDGE OF ALLEGIANCE – INVOCATION.

The Council joined in the pledge of allegiance. The invocation was given by Councilmember Dobies.

ROLL CALL.

Present: Mayor Martin J. Griffin and Councilmembers Carl L. Breeding, Kimberly Jaquish, Daniel P. Greer, Laura Dwyer Schlecte, Andrew R. Frounfelker and Derek J. Dobies—7. Absent: 0.

Also present: City Manager Larry Shaffer, City Attorney Julius A. Giglio, City Clerk Lynn Fessel, Police Chief Matt Heins, Deputy Fire Chief Dave Wooden, City Assessor David Taylor, City Engineer Jon Dowling, Deputy City Manager/Community Development Director Patrick Burtch and Carmen Ryan from the City Clerk's office.

AGENDA.

Motion was made by Councilmember Greer and seconded by Councilmember Jaquish to adopt the agenda. The motion was adopted by the following vote. Yeas: Mayor Griffin and Councilmembers Breeding, Jaquish, Greer, Schlecte, Frounfelker and Dobies—7. Nays: 0. Absent: 0.

CITIZEN COMMENTS.

The following spoke about the final adoption of Ordinance No. 2012.3 – Non-Owner Occupied Residential Property Registry and Revisions to Chapter 14.

In opposition: Will Stoner, Dorothy Cramton, Karl Schelling, Dr. David Globig, Tom Hillard, Robert Sutherby, David Root, John Brennan, James Tylutki, Melissa Miller, John Chrisman and Tom Mijal.

Asking Council to postpone: Michael Wisniewski, Chris Rapert, Jim Tylutki, Herman Hill, James Cannon, Ben Latocki, David Warnsly and Mary Watson.

In support: Jon Hart, Rick Paschall, Lane Montgomery, Gerald Montgomery and Jay Cummings.

Robert Tulloch would like the Section regarding Abatement of Rent removed from the Ordinance. He also discussed the proposed fees and their disposition. Jay Horsfall asked the Council not to go to an extreme. Marilyn Guidinger asked for inclusions to the Ordinance for historic buildings.

Hakim Crampton spoke in support of Councilmember Breeding's request to name a City street after Dr. Martin Luther King, Jr. He also discussed the Jackson Youth Coalition, which was formed in December, and supports efforts to end violence in the City.

Crystal Stormes discussed safety issues she has had with landlords. She spoke in support of the Jackson Youth Coalition and naming a City street after Dr. Martin Luther King.

PRESENTATIONS/PROCLAMATIONS.

None.

CONSENT CALENDAR.

Councilmember Schlecte requested Items E, F, G and L be removed for separate consideration. Motion was made by Councilmember Greer and seconded by Councilmember Frounfelker to approve the following Consent Calendar, with Items E, F, G and L removed for separate consideration. The motion was adopted by the following vote. Yeas: Mayor Griffin and Councilmembers Breeding, Jaquish, Greer, Schlecte, Frounfelker and Dobies—7. Nays: 0. Absent: 0.

Consent Calendar

- A. Approval of the minutes of the regular City Council meeting of February 7, 2012.
- B. Approval of the request to conduct the 25th annual Jackson Storyfest at 15-16 downtown Jackson sites to include churches, Jackson Symphony Orchestra, City Hall, and the County Building on Friday, May 4, and Saturday, May 5, 2012, from 9:00 a.m. to 1:00 p.m., and 7:30 p.m. to 10:00 p.m. (Recommended approval has been received from the Police, Fire, Parks, Engineering, and Public Works Departments, and the Downtown Development Authority. Proper insurance coverage has been received.)
- C. Approval of the request from the Grand River Environmental Action Team (GREAT) to conduct a Public Paddle on Sunday, June 17, 2012, from 11:00 a.m. through 5:00 p.m. at Lion's Park. (Recommended approval has been received from the Police, Fire, Parks, Engineering, and Public Works Departments, and the Downtown Development Authority. Contingent upon receipt of proper insurance coverage.)
- D. Approval of the purchase of well parts from Northern Pump and Well Company, Lansing, in the amount of \$37,086.32, and authorization for the City Engineer/Director of Public Works to execute the appropriate document(s), in concurrence with the Purchasing Agent.
- E. *Removed for separate consideration.*
- F. *Removed for separate consideration.*
- G. *Removed for separate consideration.*
- H. Approval of the award of the owner-occupied rehabilitation contract for 1415 Woodsum to Harrison Builders in the amount of \$24,305.00.

- I. Receipt of the City of Jackson's summary of revenue and expenditures for seven (7) months ended, January 31, 2012.
- J. Receipt of a Summons and Complaint filed in the Ingham County Circuit Court by Abelardo Morales vs. City of Jackson Community Development Department, and referral to the City Attorney for appropriate action.
- K. Receipt of the CDBG and HOME Financial Summaries through January 31, 2012.
- L. *Removed for separate consideration.*
- M. Receipt of the City Engineer's Report for street construction on Durand Street from the south end to Morrell Street, and establishment of March 13, 2012, at the City Council meeting as the time and place to hold a public hearing of necessity.

CONSENT CALENDAR ITEM E.

Approval of the bid award for the purchase of a truck hoist for the Department of Public Works from Allied, Inc., Ann Arbor, in the amount of \$61,665.00, and authorization for the Mayor and City Clerk to execute the appropriate document in concurrence with the recommendation of the Purchasing Agent and the City Engineer/Director of Public Works.

Motion was made by Councilmember Schlecte and seconded by Councilmember Jaquish to approve the bid award to Allied, Inc. The motion was adopted by the following vote. Yeas: Mayor Griffin and Councilmembers Breeding, Jaquish, Greer, Schlecte, Frounfelker and Dobies—7. Nays: 0. Absent: 0.

CONSENT CALENDAR ITEM F.

Approval of the renewal of the Material Testing Contract with CTI & Associates in the amount of \$208,000.00, and authorization for the Mayor and City Clerk to execute the appropriate contract renewal documents.

Motion was made by Councilmember Schlecte and seconded by Councilmember Greer to approve the renewal of the Material Testing Contract with CTI & Associates. The motion was adopted by the following vote. Yeas: Mayor Griffin and Councilmembers Breeding, Jaquish, Greer, Schlecte, Frounfelker and Dobies—7. Nays: 0. Absent: 0.

CONSENT CALENDAR ITEM G.

Approval of Final Change Order No. 1, to the contract with Concord Excavating and Grading, Inc., Concord, in the increased amount of \$50,562.45, for additional work not included in the original contract for the 2011 CDBG Local Street Repaving and Water Main Project – Loomis Street, and authorization for the City Manager and City Engineer/Director of Public Works to execute the appropriate document(s), in accordance with the recommendation of the City Engineer/Director of Public Works.

Motion was made by Councilmember Schlecte and seconded by Councilmember Greer to approve Final Change Order No. 1 to the contract with Concord Excavating and Grading, Inc. The motion was adopted by the following vote. Yeas: Mayor Griffin and Councilmembers Jaquish, Greer, Schlecte, Frounfelker and Dobies—6. Nays: Councilmember Breeding--1. Absent: 0.

CONSENT CALENDAR ITEM L.

Receipt of the Dangerous Building Report through January 31, 2012.

Motion was made by Councilmember Jaquish and seconded by Councilmember Dobies to receive the Dangerous Building Report through January 31, 2012. The motion was adopted by the following vote. Yeas: Mayor Griffin and Councilmembers Breeding, Jaquish, Greer, Schlecte, Frounfelker and Dobies—7. Nays: 0. Absent: 0.

COMMITTEE REPORTS

None.

APPOINTMENTS.

- A. CONSIDERATION OF THE MAYOR'S RECOMMENDATION TO APPOINT M. TERESA GIBSON TO THE HUMAN RELATIONS COMMISSION FILLING A CURRENT VACANCY BEGINNING IMMEDIATELY, AND ENDING DECEMBER 31, 2012.**

Motion was made by Councilmember Breeding and seconded by Councilmember Greer to confirm the appointment. The motion was adopted by the following vote. Yeas: Mayor Griffin and Councilmembers Breeding, Jaquish, Greer, Schlecte, Frounfelker and Dobies—7. Nays: 0. Absent: 0.

PUBLIC HEARINGS.**RECESS AS A CITY COUNCIL AND CONVENE AS A BOARD OF REVIEW.**

Motion was made by Councilmember Greer and seconded by Councilmember Dobies to recess as a City Council and convene as a Board of Review. The motion was adopted by unanimous voice vote.

- A. PUBLIC HEARING ON SPECIAL ASSESSMENT ROLL NO. 4211 FOR METERLESS PARKING 2011-2012.**

Mayor Griffin opened the public hearing. Lynn Vermeulen, Vermeulen Furniture, asked if a decision has been made to go forward with the meterless parking system and asked how the assessments are determined. He explained the use of his parking spaces, asked why there is an increase in the assessments and asked that his assessment be re-examined. The Mayor closed the public hearing.

- 1. RESOLUTION CONFIRMING ROLL NO. 4211.**

Motion was made by Councilmember Schlecte and seconded by Councilmember Jaquish to adopt the resolution. The motion was adopted by the following vote. Yeas: Mayor Griffin and Councilmembers, Jaquish, Greer, Schlecte, Frounfelker and Dobies—6. Nays: Councilmember Breeding--1. Absent: 0.

ADJOURN AS A BOARD OF REVIEW AND RECONVENE AS A CITY COUNCIL.

Motion was made by Councilmember Greer and seconded by Councilmember Frounfelker to adjourn as a Board of Review and reconvene as a City Council. The motion was adopted by unanimous voice vote.

RESOLUTIONS.

- A. CONSIDERATION OF A RESOLUTION AMENDING THE 2011-2012 BUDGET TO REFLECT THE RECEIPT OF THE MICHIGAN COMMISSION ON LAW ENFORCEMENT STANDARDS (MCOLES) GRANT, IN THE AMOUNT OF \$33,283.00.**

Motion was made by Councilmember Greer and seconded by Councilmember Dobies to adopt the resolution. The motion was adopted by the following vote. Yeas: Mayor Griffin and Councilmembers Breeding, Jaquish, Greer, Schlecte, Frounfelker and Dobies—7. Nays: 0. Absent: 0.

- B. CONSIDERATION OF A RESOLUTION APPROVING A REQUEST FROM WOOL E. BULLY'S INC., TRANSFERRING ALL STOCK IN 2010 CLASS C LICENSED BUSINESS WITH DANCE-ENTERTAINMENT PERMIT, LOCATED AT 300 W. NORTH, JACKSON, MI 49202, JACKSON COUNTY, WHEREIN RICKY L. LEMASTER TRANSFERS 60,000 SHARES OF STOCK TO NEW JOINT STOCKHOLDERS, TOMAS N. COBB AND TRACINA COBB.**

Motion was made by Councilmember Greer and seconded by Councilmember Frounfelker to adopt the resolution. The motion was adopted by the following vote. Yeas: Mayor Griffin and Councilmembers Breeding, Jaquish, Greer, Schlecte, Frounfelker and Dobies—7. Nays: 0. Absent: 0.

- C. CONSIDERATION OF A RESOLUTION AMENDING THE COMMUNITY DEVELOPMENT BLOCK GRANT BUDGET FOR FISCAL YEAR 2009-2010 TO REALLOCATE FUNDS WITHIN PREVIOUSLY APPROVED STREET PROJECTS.**

Motion was made by Councilmember Frounfelker and seconded by Councilmember Dobies to adopt the resolution. The motion was adopted by the following vote. Yeas: Mayor Griffin and Councilmembers Breeding, Jaquish, Greer, Schlecte, Frounfelker and Dobies—7. Nays: 0. Absent: 0.

- D. CONSIDERATION OF RESOLUTIONS ESTABLISHING MARCH 27, 2012, AT THE CITY COUNCIL MEETING AS THE TIME AND PLACE TO HOLD PUBLIC HEARINGS ON THE FOLLOWING SPECIAL ASSESSMENT ROLLS, AND DIRECTING THE CITY ASSESSOR TO PREPARE THE ROLLS, IN ACCORDANCE WITH THE RECOMMENDATION OF THE CITY CLERK:**

- 1. SPECIAL ASSESSMENT ROLL NO. 4205 – DELINQUENT GENERAL FUND ACCOUNTS RECEIVABLE.**
- 2. SPECIAL ASSESSMENT ROLL NO. 4206 – DELINQUENT MISCELLANEOUS BUILDING DEPARTMENT FUND ACCOUNTS RECEIVABLE.**
- 3. SPECIAL ASSESSMENT ROLL NO. 4207 – DELINQUENT MISCELLANEOUS CDBG FUND ACCOUNTS RECEIVABLE.**
- 4. SPECIAL ASSESSMENT ROLL NO. 4208 – DELINQUENT MISCELLANEOUS WASTEWATER FUND ACCOUNTS RECEIVABLE.**
- 5. SPECIAL ASSESSMENT ROLL NO. 4209 – DELINQUENT MISCELLANEOUS WATER FUND ACCOUNTS RECEIVABLE.**
- 6. SPECIAL ASSESSMENT ROLL NO. 4210 – DELINQUENT MISCELLANEOUS PUBLIC WORKS FUND ACCOUNTS RECEIVABLE.**

Motion was made by Councilmember Greer and seconded by Councilmember Schlecte to adopt the resolutions. The motion was adopted by the following vote. Yeas: Mayor Griffin and Councilmembers Breeding, Jaquish, Greer, Schlecte, Frounfelker and Dobies—7. Nays: 0. Absent: 0.

ORDINANCES.

- A. CONSIDERATION OF AN ORDINANCE AMENDING SECTION 2-509.2, CHAPTER 2, ARTICLE VI, CITY CODE, TO EXTEND FOR AN ADDITIONAL FOUR (4) YEARS THE TIME FOR AN ELIGIBLE CITY EMPLOYEE TO ELECT TO PARTICIPATE IN THE DEFERRED RETIREMENT OPTION PROGRAM (DROP).**

Motion was made by Mayor Griffin and seconded by Councilmember Greer to amend the ordinance to allow participants in the DROP to continue in the program for a maximum of four (4) years instead of three (3) years and to approve the ordinance and place it on the next regular Council meeting agenda for final adoption. The motion was adopted by the following vote. Yeas: Mayor Griffin and Councilmembers Breeding, Jaquish, Greer, Schlecte, Frounfelker and Dobies—7. Nays: 0. Absent: 0.

- B. FINAL ADOPTION OF ORDINANCE NO. 2012.2, AMENDING CHAPTER 25, SECTION 25-30, ARTICLE II, CITY CODE, TO INCREASE THE PENALTIES FOR PARKING VIOLATIONS.**

Motion was made by Councilmember Greer and seconded by Councilmember Frounfelker to adopt Ordinance No. 2012.2. The motion was adopted by the following vote. Yeas: Mayor Griffin and Councilmembers Jaquish, Greer, Schlecte, Frounfelker and Dobies—6. Nays: Councilmember Breeding--1. Absent: 0.

- C. FINAL ADOPTION OF ORDINANCE NO. 2012.3, ADDING ARTICLE I – NON-OWNER OCCUPIED RESIDENTIAL PROPERTY REGISTRY TO CHAPTER 14 AND TO ELIMINATE OBSOLETE SECTIONS AND UPDATE SECTIONS OF CHAPTER 14 SO THAT THEY ARE IN HARMONY WITH CURRENT PLUMBING, BUILDING, MECHANICAL AND ELECTRICAL CODES.**
1. ITEM REVISED.

Motion was made by Councilmember Jaquish and seconded by Councilmember Schlecte to postpone final adoption until at least the March 13, 2012, City Council meeting.

Prior to Council voting, Deputy City Manager/Community Development Director Patrick Burtch discussed changes that were made to the ordinance after its approval on January 24, the Housing Code changes that were made so the City will be in compliance with State law, his meetings with landlords and real estate agents, and the proposed fees, which are based on the actual cost of providing inspections within a two-year cycle.

Motion was made by Councilmember Breeding to amend the motion to postpone any action until the first City Council meeting after 90 days. The motion died for lack of a second.

Motion was made by Mayor Griffin and seconded by Councilmember Frounfelker to call for the question. The motion was adopted by the following vote. Yeas: Mayor Griffin and Councilmembers Breeding, Jaquish, Greer, Schlecte, Frounfelker and Dobies—7. Nays: 0. Absent: 0.

Councilmember Jaquish's motion FAILED adoption by the following vote. Yeas: Councilmembers Breeding, Jaquish and Schlecte—3. Nays: Mayor Griffin and Councilmembers Greer, Frounfelker and Dobies—4. Absent: 0.

Motion was made by Councilmember Frounfelker and seconded by Mayor Griffin to adopt Ordinance No. 2012.3.

Motion was made by Councilmember Schlecte and seconded by Councilmember Breeding to amend the motion to adopt the Ordinance with the following changes: Delete from Section 14.4 the wording that gives the City the ability to evict a tenant if the property is not registered. Place a maximum on late fees and penalties. Remove Section 14-18 in its entirety. Extend the cycle in Section 14-42.1 to a 3-year certificate of compliance, with no violations, extend it to 6 years. The motion FAILED adoption by the following vote. Yeas: Councilmembers Jaquish and Schlecte—2. Nays: Mayor Griffin and Councilmembers Breeding, Greer, Frounfelker and Dobies—5. Absent: 0.

The main motion was voted on and adopted by the following vote. Yeas: Mayor Griffin and Councilmembers Jaquish, Greer, Schlecte, Frounfelker and Dobies—6. Nays: Councilmember Breeding—1. Absent: 0.

2. CONSIDERATION OF A RESOLUTION ESTABLISHING FEES ASSOCIATED WITH THE HOUSING CODE IN CHAPTER 14 OF THE CITY CODE OF ORDINANCES.

Motion was made by Councilmember Greer and seconded by Councilmember Frounfelker to adopt the resolution.

Motion was made by Councilmember Schlecte to amend the motion by changing the fee in A-2 to have a cap of not-to-exceed \$200.00 and to match late fees charged by the State. The motion died for lack of a second.

The main motion was voted on and adopted by the following vote. Yeas: Mayor Griffin and Councilmembers Jaquish, Greer, Schlecte, Frounfelker and Dobies—6. Nays: Councilmember Breeding—1. Absent: 0.

OTHER BUSINESS.

A. CONSIDERATION OF THE FOLLOWING REQUEST REGARDING THE PRELIMINARY FUNDING ALLOCATIONS FOR THE 2012-2013 FISCAL YEAR COMMUNITY DEVELOPMENT BLOCK GRANT (CDBG) AND HOME INVESTMENT PARTNERSHIPS PROGRAM FUNDS AS DETERMINED BY CITY COUNCIL:

1. RECEIPT OF REPORT AND PRELIMINARY FUNDING RECOMMENDATION FROM COUNCILMEMBER FROUNFELKER ON BEHALF OF THE CITY COUNCIL, AND

Motion was made by Councilmember Frounfelker and seconded by Councilmember Greer to receive the report. The motion was adopted by the following vote. Yeas: Mayor Griffin and Councilmembers Breeding, Jaquish, Greer, Schlecte, Frounfelker and Dobies—7. Nays: 0. Absent: 0.

2. APPROVAL OF THE PRELIMINARY FUNDING RECOMMENDATION.

Motion was made by Councilmember Frounfelker and seconded by Councilmember Dobies to approve the following 2012-2013 CDBG preliminary allocations:

PUBLIC SERVICES	
King Center – Summer Youth Program	\$ 40,000
ADMINISTRATION AND PLANNING	
Administration and Planning	\$ 215,000
OTHER PROJECTS	
Community Development – Code Enforcement	\$ 535,000
Community Development – Demolition	\$ 225,952
Community Development – Residential Rehab	\$ 145,000
City Attorney – Code Enforcement Legal Services	\$ 52,000
Dept. of Public Works – Handicap Curb Ramps	\$ 10,000
TOTAL CDBG 2012-2013 ALLOCATION	\$1,222,952

The motion was adopted by the following vote. Yeas: Mayor Griffin and Councilmembers Breeding, Greer, Schlecte, Frounfelker and Dobies—6. Nays: Councilmember Jaquish—1. Absent: 0.

Motion was made by Councilmember Frounfelker and seconded by Councilmember Greer to approve the following 2012-2013 HOME preliminary allocations:

GENERAL PROJECTS	
Community Development Rehab Assistance	\$184,391
ADMINISTRATION	
Community Development Administration	\$ 25,500
CHDO RESERVE	
CAA Acquisition/Rehab/Resale	\$ 40,000
CHDO OPERATING EXPENSES	
Community Action Agency CHDO Operating	\$ 12,500
TOTAL HOME 2012-2013 ALLOCATION	\$262,391

The motion was adopted by the following vote. Yeas: Mayor Griffin and Councilmembers Greer, Schlecte, Frounfelker and Dobies—5. Nays: Councilmembers Breeding and Jaquish—2. Absent: 0.

B. CONSIDERATION OF A REQUEST FROM FIRST WARD CITY COUNCILMEMBER CARL L. BREEDING TO NAME A CITY STREET AFTER DR. MARTIN LUTHER KING, JR., AND OF A MOTION TO REFER THE REQUEST TO THE CITY AFFAIRS/RULES & PERSONNEL COMMITTEE, THE HUMAN RELATIONS COMMISSION, AND OTHERS WITH DIRECTIONS TO

Motion was made by Councilmember Breeding and seconded by Councilmember Dobies to refer the request to the City Affairs/Rules & Personnel Committee, the Human Relations Commission, and others with directions to conduct hearings, to study, and to make recommendations to the City Council during a June 2012 City Council meeting. The motion was adopted by the following vote. Yeas: Mayor Griffin and Councilmembers Breeding, Jaquish, Greer, Schlecte, Frounfelker and Dobies—7. Nays: 0. Absent: 0.

NEW BUSINESS.

Motion was made by Councilmember Greer and seconded by Councilmember Jaquish to receive the written notification from Councilmember Schlecte stating that she is a partner and broker for the company Thinking Real Estate, which has a listing contract and purchase agreement on properties owned and offered for sale by the City of Jackson. The motion was adopted by the following vote. Yeas: Mayor Griffin and Councilmembers Breeding, Jaquish, Greer, Frounfelker and Dobies—6. Nays: 0. Abstain: Councilmember Schlecte—1. Absent: 0.

- A. CONSIDERATION OF THE REQUEST TO ACCEPT THE PURCHASE AGREEMENT TO SELL THE PROPERTY AT 1707 E. GANSON STREET FOR \$28,000.00, AND AUTHORIZATION FOR THE MAYOR AND CITY CLERK TO EXECUTE THE DEED; FOR THE DEPUTY CITY MANAGER, OR HIS DESIGNEE, TO SIGN ANY REQUIRED DOCUMENTS AT CLOSING, AND FOR THE CITY ATTORNEY TO MAKE MINOR MODIFICATIONS TO THE CLOSING DOCUMENTS AND TO TAKE ALL OTHER ACTION NECESSARY TO EFFECTUATE THE CLOSING.**
- B. CONSIDERATION OF THE REQUEST TO ACCEPT THE PURCHASE AGREEMENT TO SELL THE PROPERTY AT 509 W. FRANKLIN STREET FOR \$25,000.00, AND AUTHORIZATION FOR THE MAYOR AND CITY CLERK TO EXECUTE THE DEED; FOR THE DEPUTY CITY MANAGER, OR HIS DESIGNEE, TO SIGN ANY REQUIRED DOCUMENTS AT CLOSING, AND FOR THE CITY ATTORNEY TO MAKE MINOR MODIFICATIONS TO THE CLOSING DOCUMENTS AND TO TAKE ALL OTHER ACTION NECESSARY TO EFFECTUATE THE CLOSING.**

Motion was made by Councilmember Dobies and seconded by Councilmember Greer to postpone consideration of Items A and B above until the March 13, 2012, City Council meeting. The motion was adopted by the following vote. Yeas: Mayor Griffin and Councilmembers Breeding, Jaquish, Greer, Frounfelker and Dobies—6. Nays: 0. Abstain: Councilmember Schlecte—1. Absent: 0.

CITY COUNCILMEMBERS' COMMENTS.

Councilmember Schlecte requested data on the Dangerous Building Report that will show foreclosures and out-of-the-area owners. She thanked City Engineer Dowling for allowing property owners to have their sidewalks and drive approaches repaired (at their cost) when their streets were reconstructed and hopes this can become a policy. She would like the City Affairs Committee to look at a policy on local preference and would like an update on the storm water fee litigation. She will be on JTV tomorrow to talk about tonight's meeting.

Mayor Griffin discussed placing a resolution on the next Council meeting agenda asking The Michigan Flyer to reconsider pulling out of Jackson.

Councilmember Greer announced the Michigan Municipal League Capital Conference on March 20 and 21 and encouraged the Mayor and Councilmembers to attend, especially the Regional Round Tables on March 20.

Councilmember Jaquish asked the City Manager to send a copy of the procedure the City will try to incorporate for people who have been evicted due to a condemnation to Councilmember Schlecte. City Manager Shaffer explained that he has developed a draft policy, which is ready to be executed. He will share this information, which will help to connect people who have been evicted with alternative housing, with the entire Council. She also inquired about the rezoning matter for First Street that was postponed.

Councilmember Dobies attended the Daddy/Daughter Dance and thanked Kelli Hoover for the invitation. He would like to see the City spread the word about this event and other positive things the City is doing.

Mayor Griffin praised Kelli Hoover and Suzanne Whitehead for a job well done and announced the March 10 and 11 Mother/Son Rock and Bowl event.

MANAGER'S COMMENTS.

None.

ADJOURNMENT.

No further business being presented, Mayor Griffin adjourned the meeting at 9:47 p.m.

Lynn Fessel
City Clerk

CITY COUNCIL MEETING
March 13, 2012

MEMO TO: Honorable Mayor and City Council Members

FROM: Jonathan Greene, Executive Director

SUBJECT: Special Event Application: Child Abuse Prevention Month Kick-Off

MOTION Approval of the request from the Council for the Prevention of Child Abuse and Neglect (CPCAN) to conduct the Child Abuse Prevention Month Kick-Off at Governor Austin Blair Memorial Park on Monday, April 2, 2012 from 12:00 – 1:00 pm. Recommended approval has been received from the Police, Fire, Parks, Department of Public Works, Engineering, and the Downtown Development Authority. A Hold Harmless Agreement has been reviewed and approved by the City Attorney. The event is not expected to have an economic impact on the mentioned City departments.

att: Special Event Application: CPCAN- Child Abuse Prevention Month Kick-Off
Departmental Approvals

Department	Economic Impact
Downtown Development Authority	\$0.00
Jackson Police Department	\$0.00
Fire	0.00
Engineering	0.00
Parks / Forestry	0.00
Department of Public Works	0.00

Total: \$ 00.00

JG/jt



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

Date Received By Clerk's Office: 2/13/12 **Time:** 8AM **By:** [Signature]

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

Sponsoring Organization's Legal Name: Council for the Prevention of Child Abuse & Neglect (CPCAN)

Organization Address: 606 Greenwood Place, Jackson 49203

Organization Agent: Wendy Gonzalez Title: Executive Director

Phone: Work 517-788-4239 Home 734-433-2330 During event (c) 734-352-7842

Agent's Address: 8885 Argonne, Gregory, MI 48137

Agent's E-Mail Address: wgonzalez@cpcan.net

Event Name: Child Abuse Prevention (CAP) month Kick-off

Please give a brief description of the proposed special event: Community leaders & CPCAN supporters will gather to plant a pinwheel garden. An agency banner displayed between two poles will be set up. A few short speeches will be made

Event Day(s) & Date(s): Monday April 2, 2012 Event Time(s): noon - 1 pm

Set-Up Date & Time: 4/2/12 11am Tear-Down Date & Time: 5/1/12 - 11am

Event Location: Fortuna Austin Blair Memorial Park

ANNUAL EVENT: Is this event expected to occur next year? YES NO How many years has this event occurred? 4

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

STREET CLOSURES: Start Date/ Time: _____ through Date/ Time: _____

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

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

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



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

ATTENDANCE: What is the expected (estimated) attendance for this event? 25+

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

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

OTHER REQUESTS: (i.e., Police Department assistance, Fire Dept., street closures, electrical, etc.)
NONE

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

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

2/7/12
 Date

Wendy Grynaly
 Signature of Sponsoring Organization's Agent

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

Event Title: Child Abuse Prevention Month Kick-Off

DEPARTMENTAL USE ONLY: Please contact applicant directly with any questions or concerns. Sign and return to the City Clerk's Office, as soon as possible.

Approvals noted below, by departments, indicate they have been made aware of the request and the reasonability of their department have been met.

Police Dept.: _____ Recommend Approval: YES NO Est. Economic Impact: \$ 0

Fire Dept.: _____ Recommend Approval: YES NO Est. Economic Impact: \$ 0

Traffic Eng.: _____ Recommend Approval: YES NO Est. Economic Impact: \$ 0

Dept. Pub. Serv.: _____ Recommend Approval: YES NO Est. Economic Impact: \$ 0

DDA: _____ Recommend Approval: YES NO Est. Economic Impact: \$ 0

Have businesses been notified for street closures?: YES NO N/A

Parks/Forestry: _____ Recommend Approval: YES NO Est. Economic Impact: \$ 0

Reason for disapproval: _____

Any special requirements/conditions:

None.

Insurance / Indemnification Received: yes

Insurance Approved: HHA yes

City Council Approved: _____ Denied: _____

Approval/ Denial Mailed: _____

Jennifer Tucker

From: Bob Dietz
Sent: Monday, February 13, 2012 9:38 AM
To: Jennifer Tucker
Cc: SanDee Porter
Subject: RE: SEAs - Child ABuse Prevention Month Kick-Off and Rose Parade and Party in the Park

JT,
FYI.

From: Jennifer Tucker
Sent: Monday, February 13, 2012 9:07 AM
To: SanDee Porter; Sandy Sykes; Bob Dietz; Brandon Ransom; Christopher Simpson; Jonathan Greene; Elmer Hitt; David Wooden
Subject: SEAs - Child ABuse Prevention Month Kick-Off and Rose Parade and Party in the Park
Importance: High

Good afternoon,

Please see the attached SEAs for Child Abuse Prevention Month Kick-Off scheduled for April 2nd at Austin Blair Memorial Park and the Rose Parade and Party in the Park , scheduled for June 3rd through City streets and at Ella Sharp Park. If you could please review the applications and note any potential concerns as well as the economic impact to your department, that would be greatly appreciated. Also note the letter from the Rose Parade administrators attached here.

Thank you in advance for your consideration and review, and please feel free to contact me with any questions.

Please complete and reply to this email:

Child Abuse and Prevention Month Kick-Off

Department: DPW-Engineering

Recommended Approval:yes

Est. Economic Impact: \$n/a

Reason for Disapproval (if applicable):

Specific Requirements/Conditions:

2012 Jackson County Rose Parade and Party in the Park

Department:DPW-Engineering

Recommended Approval:yes

Est. Economic Impact: \$n/a

Reason for Disapproval (if applicable):

Specific Requirements/Conditions: Any markings on pavement must be done with non-permanent material, ie chalk.

Jen Tucker

Jackson Downtown Development Authority

Jennifer Tucker

From: Brandon Ransom <BRansom@co.jackson.mi.us>
Sent: Monday, February 13, 2012 9:44 AM
To: Jennifer Tucker
Cc: Kelli Hoover
Subject: RE: SEAs - Child Abuse Prevention Month Kick-Off and Rose Parade and Party in the Park

Call with any questions/concerns.

thanks
Brandon Ransom

From: Jennifer Tucker [jtucker@cityofjackson.org]
Sent: Monday, February 13, 2012 9:06 AM
To: SanDee Porter; Sandy Sykes; Bob Dietz; Brandon Ransom; Christopher Simpson; Jonathan Greene; Elmer Hitt; David Wooden
Subject: SEAs - Child Abuse Prevention Month Kick-Off and Rose Parade and Party in the Park

Good afternoon,

Please see the attached SEAs for Child Abuse Prevention Month Kick-Off scheduled for April 2nd at Austin Blair Memorial Park and the Rose Parade and Party in the Park , scheduled for June 3rd through City streets and at Ella Sharp Park. If you could please review the applications and note any potential concerns as well as the economic impact to your department, that would be greatly appreciated. Also note the letter from the Rose Parade administrators attached here.

Thank you in advance for your consideration and review, and please feel free to contact me with any questions.

Please complete and reply to this email:

Child Abuse and Prevention Month Kick-Off

Department:Parks

Recommended Approval: Yes

Est. Economic Impact: \$0

Reason for Disapproval (if applicable):

Specific Requirements/Conditions: Pin wheels to be located in same location as last year, in non-mowed area near center of park.

2012 Jackson County Rose Parade and Party in the Park

Department:Parks

Recommended Approval:yes

Est. Economic Impact: \$500

Reason for Disapproval (if applicable):

Specific Requirements/Conditions: Fyi, the Ella Sharp Park Board approved this event at their Feb. 2, 2012 meeting as well.

Jen Tucker

Jackson Downtown Development Authority

Jennifer Tucker

From: Jonathan Greene
Sent: Tuesday, February 14, 2012 4:44 PM
To: Jennifer Tucker
Subject: RE: SEAs - Child Abuse Prevention Month Kick-Off and Rose Parade and Party in the Park

Approved \$0

From: Jennifer Tucker
Sent: Monday, February 13, 2012 9:07 AM
To: SanDee Porter; Sandy Sykes; Bob Dietz; Brandon Ransom; Christopher Simpson; Jonathan Greene; Elmer Hitt; David Wooden
Subject: SEAs - Child Abuse Prevention Month Kick-Off and Rose Parade and Party in the Park
Importance: High

Good afternoon,

Please see the attached SEAs for Child Abuse Prevention Month Kick-Off scheduled for April 2nd at Austin Blair Memorial Park **and** the Rose Parade and Party in the Park, scheduled for June 3rd through City streets and at Ella Sharp Park. If you could please review the applications and note any potential concerns as well as the economic impact to your department, that would be greatly appreciated. Also note the letter from the Rose Parade administrators attached here.

Thank you in advance for your consideration and review, and please feel free to contact me with any questions.

Please complete and reply to this email:

Child Abuse and Prevention Month Kick-Off

Department:
Recommended Approval:
Est. Economic Impact: \$
Reason for Disapproval (if applicable):
Specific Requirements/Conditions:

2012 Jackson County Rose Parade and Party in the Park

Department:
Recommended Approval:
Est. Economic Impact: \$
Reason for Disapproval (if applicable):
Specific Requirements/Conditions:

Jen Tucker

Jackson Downtown Development Authority



www.jacksondda.org

Jennifer Tucker

From: Elmer Hitt
Sent: Tuesday, February 14, 2012 10:15 AM
To: Jennifer Tucker
Subject: RE: SEAs - Child Abuse Prevention Month Kick-Off and Rose Parade and Party in the Park

Follow Up Flag: Follow up
Flag Status: Flagged

See below.

I'll get you the Rose Parade approval shortly.

*Lieutenant Elmer Hitt
Jackson Police Department
216 E. Washington Ave.
Jackson, MI 49201
517-768-8733
ehitt@cityofjackson.org*

From: Jennifer Tucker
Sent: Monday, February 13, 2012 9:07 AM
To: SanDee Porter; Sandy Sykes; Bob Dietz; Brandon Ransom; Christopher Simpson; Jonathan Greene; Elmer Hitt; David Wooden
Subject: SEAs - Child Abuse Prevention Month Kick-Off and Rose Parade and Party in the Park
Importance: High

Good afternoon,

Please see the attached SEAs for Child Abuse Prevention Month Kick-Off scheduled for April 2nd at Austin Blair Memorial Park **and** the Rose Parade and Party in the Park, scheduled for June 3rd through City streets and at Ella Sharp Park. If you could please review the applications and note any potential concerns as well as the economic impact to your department, that would be greatly appreciated. Also note the letter from the Rose Parade administrators attached here.

Thank you in advance for your consideration and review, and please feel free to contact me with any questions.

Please complete and reply to this email:

Child Abuse and Prevention Month Kick-Off
Department: Police
Recommended Approval: yes
Est. Economic Impact: \$ 0.00
Reason for Disapproval (if applicable):
Specific Requirements/Conditions:

Jen Tucker
Jackson Downtown Development Authority

From: [SanDee Porter](#)
To: [Jennifer Tucker](#)
Subject: RE: SEAs - Child Abuse Prevention Month Kick-Off -
Date: Tuesday, February 14, 2012 12:00:13 PM
Attachments: [image001.png](#)

Processing this for The Child Abuse prevention only

From: Jennifer Tucker
Sent: Monday, February 13, 2012 9:07 AM
To: SanDee Porter; Sandy Sykes; Bob Dietz; Brandon Ransom; Christopher Simpson; Jonathan Greene; Elmer Hitt; David Wooden
Subject: SEAs - Child Abuse Prevention Month Kick-Off and Rose Parade and Party in the Park
Importance: High

Good afternoon,

Please see the attached SEAs for Child Abuse Prevention Month Kick-Off scheduled for April 2nd at Austin Blair Memorial Park and the Rose Parade and Party in the Park, scheduled for June 3rd through City streets and at Ella Sharp Park. If you could please review the applications and note any potential concerns as well as the economic impact to your department, that would be greatly appreciated. Also note the letter from the Rose Parade administrators attached here. Thank you in advance for your consideration and review, and please feel free to contact me with any questions.

Please complete and reply to this email:

Child Abuse and Prevention Month Kick-Off nothing requested for DPW - SanDee

Department: Public Works
Recommended Approval: yes
Est. Economic Impact: \$ 0
Reason for Disapproval (if applicable):
Specific Requirements/Conditions:

2012 Jackson County Rose Parade and Party in the Park - pending!

Department:
Recommended Approval:
Est. Economic Impact: \$
Reason for Disapproval (if applicable):
Specific Requirements/Conditions:

Jen Tucker
Jackson Downtown Development Authority

Jennifer Tucker

From: David Wooden
Sent: Thursday, March 08, 2012 11:48 AM
To: Jennifer Tucker
Subject: RE: SEAs - Child Abuse Prevention Month Kick-Off and Rose Parade and Party in the Park

Child Abuse and Prevention Month Kick-Off

Department: Fire
Recommended Approval: yes
Est. Economic Impact: \$ 00
Reason for Disapproval (if applicable): None
Specific Requirements/Conditions: None

2012 Jackson County Rose Parade and Party in the Park

Department: Fire
Recommended Approval: yes
Est. Economic Impact: \$ 00
Reason for Disapproval (if applicable): None
Specific Requirements/Conditions: None

David D. Wooden
Deputy Fire Chief
Jackson Fire Department
518 N Jackson St.
Jackson, MI. 49201
517-788-4150

From: Jennifer Tucker
Sent: Thursday, March 08, 2012 11:01 AM
To: David Wooden; Ella Fitzpatrick
Subject: FW: SEAs - Child Abuse Prevention Month Kick-Off and Rose Parade and Party in the Park
Importance: High

Hello,

I don't seem to have a response on record for the Fire Department for these events. Would you be able to help? I was anticipating the Child Abuse event scheduled for the 2nd would be going to Council next week.

Thanks,

Jen

Jen Tucker

Jackson Downtown Development Authority



Department of Public Works – Utility Division

161 W. Michigan Avenue - Jackson, MI 49201
Telephone: (517) 788-4170 — Facsimile: (517) 788-4639

CITY COUNCIL MEETING March 13, 2012

MEMO TO: Honorable Mayor and City Councilmembers
FROM: Jon H. Dowling, P.E., City Engineer/Director of Public Works
SUBJECT: Recommendation for Award of 2012 Wastewater Treatment Plant Lawn Care Contract

MOTION: APPROVAL OF THE AWARD OF THE 2012 WASTEWATER TREATMENT PLANT LAWN CARE CONTRACT TO GREENER SOLUTIONS LAWN, JACKSON, MICHIGAN IN THE AMOUNT OF \$12,250.00 AND AUTHORIZATION FOR THE MAYOR AND CITY CLERK TO EXECUTE THE CONTRACT ON BEHALF OF THE CITY, IN CONCURRENCE WITH THE PURCHASING AGENT.

On February 28, 2012, bids for lawn care services at the wastewater treatment plant were received and opened. Nine companies provided bid costs for mowing and trimming. The bids are as follows:

Company	Cost
Greener Solutions Lawn, Jackson Michigan	\$12,250.00
D & W Clark's Lawn, Jackson, Michigan	\$13,200.00
Affordable Lawn Care, Jackson,	\$15,400.00
Addor Lawn Care, LLC, Addison, Michigan	\$22,400.00
Schafer's Lawn and Snow, Lansing, Michigan	\$23,520.00
Alpha & Omega Co, Jackson, Michigan	\$24,000.00
Rubino's Lawn Care, Leslie, Michigan	\$27,536.00
Barancin's Landscaping, Manitou Beach, Michigan	\$29,500.00
Major Construction, Jackson, Michigan	\$34,000.00

References for Greener Solutions Lawn were contacted and we received positive remarks on their ability to complete their work in a timely and professional manner. Please note that the second lowest bidder, D & W Clark's Lawn, has performed this work admirably at the wastewater treatment plant for the last three seasons at the same annual cost as they bid this year.

In concurrence with the Purchasing Agent, it is the recommendation of the Department of Public Works to award the Wastewater Treatment Plant Lawn Care Contract to Greener Solutions Lawn of Jackson, Michigan in the amount of \$12,250.00. This will be paid out of sewer funds.

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

JHD/sms

C: Laurence R. Shaffer, City Manager
Todd Knepper, Utility Director
Lynn Fessel, City Clerk/Purchasing Agent
Shelly Allard, Purchasing Coordinator
Lucinda Schultz, Accounting Manager

T:\WWTP\Lawn Care Contract award request.doc



CITY COUNCIL MEETING
March 13, 2012

MEMO TO: Honorable Mayor and City Councilmembers
FROM: Jon H. Dowling, P.E., City Engineer/Director of Public Works
SUBJECT: Recommendation for Award of 2012 City Private Lots Mowing Contract

MOTION: APPROVAL OF THE AWARD OF THE 2012 CITY PRIVATE LOTS MOWING CONTRACT (ENTIRE SEASON) TO NOEL LAWN SERVICES, MONROE, MICHIGAN IN THE AMOUNT OF \$30,125.00, AND GREENER SOLUTIONS OF JACKSON, MICHIGAN (FOR HALF OF PROPERTIES IN MAY AND JUNE) IN THE AMOUNT OF \$31,875.00, AND AUTHORIZATION FOR THE MAYOR AND CITY CLERK TO EXECUTE THE APPROPRIATE DOCUMENT(S), IN ACCORDANCE WITH THE RECOMMENDATION OF THE PURCHASING AGENT.

On Thursday, March 1, 2012, bids were opened in the Purchasing Department for the 2012 Private Lot Mowing Contract. This contract includes the mowing of private lots to comply with the City of Jackson Ordinance, Chapter 26, Article III, Sections 26-66. In past years, one contractor has not been able to keep up with the volume of lots needing to be mowed in the spring. Therefore, the contract for the entire season will be awarded to the lowest bidder. The second low bid will split all the properties in half just for the months of May and June.

Thirteen contractors attended the mandatory pre-bid meeting on February 23, 2012 at the Department of Public Works. Seven bids were received on March 1, 2012, as follows:

Company	Cost
Noel Lawn Service, Monroe, MI	\$30,125.00
Greener Solutions, Jackson, MI	\$31,875.00
Steve Borck, Hudson, MI	\$35,275.00
Affordable Lawn Care, Jackson, MI	\$39,705.00
Alpha & Omega, Jackson, MI	\$48,650.00
Brothers Lawn, Jackson, MI	\$63,775.00
Barancin's, Manitou Beach, MI	\$80,525.00

In concurrence with the Purchasing Agent, it is the recommendation of the Department of Public Works that the contract for the entire season be awarded to Noel Lawn Service of Monroe, Michigan at their low bid of \$30,125.00, and that the contract for the duration of May and June be awarded to Greener Solutions of Jackson, Michigan at their second low bid of \$31,875.00.

This project will be paid from the Weed Control Fund and by invoicing property owners for work performed.

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

JHD/sms

C: Laurence R. Shaffer, City Manager
Randall T. McMunn, P.E., Assistant City Engineer
Troy R. White, P.E., Civil Engineer II
Lynn Fessel, City Clerk/Purchasing Agent
Shelly Allard, Purchasing Coordinator
Lucinda Schultz, Accounting Manager



Department of Public Works – Engineering

161 W. Michigan Avenue - Jackson, MI 49201
Telephone: (517) 788-4170 — Facsimile: (517) 788-4639

CITY COUNCIL MEETING March 13, 2012

MEMO TO: Honorable Mayor and City Councilmembers
FROM: Jon H. Dowling, P.E., City Engineer/Director of Public Works
SUBJECT: Recommendation for Award of 2012 As Needed Surveying Consulting Services Contract

MOTION: APPROVAL OF THE AWARD OF THE 2012 AS NEEDED SURVEYING CONSULTING SERVICES CONTRACT TO WADE TRIM, TAYLOR, MICHIGAN IN THE AMOUNT OF \$62,880.00 AND AUTHORIZATION FOR THE MAYOR AND CITY CLERK TO EXECUTE THE APPROPRIATE DOCUMENT(S), IN ACCORDANCE WITH THE RECOMMENDATION OF THE PURCHASING AGENT.

On February 28, 2012, bids for the 2012 As Needed Surveying Consulting Services were received and opened. The Engineer's estimate for this project is \$75,400.00. Ten companies provided bids, as follows:

Company	Cost
Wade Trim, Taylor, Michigan	\$62,880.00
Surveying Solutions, Inc., St. Johns, Michigan	\$71,100.00
Spicer Group, Inc., St. Johns, Michigan	\$71,700.00
Alpine Engineering, Novi, Michigan	\$73,200.00
Hubbell, Roth & Clark, Inc., Bloomfield Hills, MI	\$74,500.00
Rowe Professional, Flint, Michigan	\$76,220.00
The Mannik & Smith, Canton, Michigan	\$79,240.00
Metro Consulting, Belleville, Michigan	\$81,748.00
FTC & H, Lansing, MI	\$83,780.00
Midwestern, Ann Arbor, Michigan	\$103,520.00

In concurrence with the Purchasing Agent, it is the recommendation of the Department of Public Works to award the 2012 As Needed Surveying Consulting Services Contract to Wade Trim of Taylor, Michigan, in the amount of \$62,880.00. This will be paid out of various project accounts in the Major Street Fund, Local Street Fund, Sewer Fund and Water Fund.

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

JHD/sms

C: Laurence R. Shaffer, City Manager
Randall T. McMunn, P.E., Assistant City Engineer
Troy R. White, P.E., Civil Engineer II
Lynn Fessel, City Clerk/Purchasing Agent
Shelly Allard, Purchasing Coordinator
Lucinda Schultz, Accounting Manager



CITY COUNCIL MEETING
March 13, 2012

MEMO TO: Honorable Mayor and City Councilmembers
FROM: Jon H. Dowling, P.E., City Engineer/Director of Public Works
SUBJECT: Purchase of Radios for DPW, Water, Wastewater and Engineering

MOTION: APPROVAL OF THE PURCHASE OF REPLACEMENT RADIOS FROM TAIT NORTH AMERICA, INC., IN THE AMOUNT OF \$38,684.50, IN COMPLIANCE WITH FEDERAL COMMUNICATION COMMISSION MANDATE, AND AUTHORIZATION FOR CITY ENGINEER/DIRECTOR OF PUBLIC WORKS TO SIGN THE PURCHASE ORDER.

The Department of Public Works is submitting a Purchase Request totaling \$38,684.50 for the purchase of radio equipment from Tait North America, Inc., of Houston Texas. In 2007, the City submitted the Authorized Dealer Agreement with Tait North America, Inc., so that the City could purchase radios directly from Tait and have the software onsite to change the programming of the radios. Other radios such as Motorola and GE would not allow the City to purchase directly from them and use their software. As the City of Jackson is an Authorized Dealer with Tait North America, bids were not requested for this equipment.

The Department of Public Works has operated two-way radios for our communication system for many years. After the events of September 11, 2001, the Department of Homeland Security requires local agencies to have two-way radios for emergency operations. Our two-way radios need to work both independently and through a repeater. The Federal Communications Commission has mandated that all private land mobile radio users operating below 512 MHz must move to 12.5 kHz narrowband voice channels and highly efficient data channel operations by the end of the 2012 calendar year. This deadline is the result of an FCC effort to ensure more efficiency and greater access for public safety and non-public safety users. The change will allow the creation of additional channel capacity within the same radio spectrum, and support more users.

The Department has been replacing old radios over the past several years with radios to meet the new standards. The Department needs to replace the repeater located in City Hall, and its mobile, portable and base radios as outlined in the tables below:

MOBILE RADIOS		
Division	Radios in use	Need to be replaced
DPW	60	40
Water	23	10
WWTP	13	8

PORTABLE RADIOS		
Division	Radios in use	Need to be replaced
DPW	26	11
Water	10	4
WWTP	5	5
Engineering	5	3

BASE RADIOS		
Division	Radios in use	Need to be replaced
DPW	5	5
Water	4	3
WWTP	2	0
Engineering	1	0

The Department of Public Works recommends the approval of the Purchase Request. I request that the City Council approve the purchase from Tait North America, Inc., in the amount of \$38,684.50. Funding is available from Motor Pool, Water Fund, Sewer Fund and Engineering Administration Fund.

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

JHD/sms

- C: Laurence R. Shaffer, City Manager
- Lynn Fessel, City Clerk/Purchasing Agent
- Shelly Allard, Purchasing Coordinator
- Lucinda Schultz, Accounting Manager
- Rusty Holdridge, Electrical/Electronic Technician III



Department of Community Development

Building a Stronger Community

161 W. Michigan Avenue • Jackson, MI 49201-1303
Telephone (517) 788-4060 • Facsimile (517) 780-4781

CITY COUNCIL MEETING March 13, 2012

TO: Honorable Mayor and City Councilmembers
FROM: Patrick H. Burtch, Deputy City Manager/Community Development Director
SUBJECT: February Dangerous Building Report

MOTION

Receive February 2012, Dangerous Building Report.

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

Page 1	Dangerous Building Report Summary Sheet
Page 2 – 17	Condemned Properties (Dangerous and Unsafe) 2012
Page 18 – 36	Condemned Properties (Dangerous and Unsafe) 2012 – County Owned
Page 37 – 50	Condemned Properties (Dangerous and Unsafe) 2011
Page 51	Hazardous Properties (Secured and Released)
Page 52	Unfit for Human Habitation (Notice to Vacate)

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

CONDEMNED PROPERTIES (DANGEROUS AND UNSAFE) 2012

Jan-12	Feb-12	March-12	April-12	May-12	June-12	July-12	Aug-12	Sep-12	Oct-12	Nov-12	Dec-12	YTD Total
83	19											102
CONDEMNED PROPERTIES (DANGEROUS AND UNSAFE) CARRIED OVER FROM 2011												
20 Properties UPHELD awaiting demolition, 7 Properties scheduled for BCBA meeting, 2 Properties being monitored by Inspection Department, 1 Property demolished,												30

This table reflects the number of properties that have been condemned and posted as dangerous and unsafe

CONDEMNED PROPERTIES THAT HAVE BEEN REPAIRED/RELEASED

Jan-12	Feb-12	March-12	April-12	May-12	June-12	July-12	Aug-12	Sep-12	Oct-12	Nov-12	Dec-12	YTD Total
5	0											5

CONDEMNED PROPERTIES THAT HAVE BEEN DEMOLISHED

Jan-12	Feb-12	March-12	April-12	May-12	June-12	July-12	Aug-12	Sep-12	Oct-12	Nov-12	Dec-12	YTD Total
5	1											6

HAZARDOUS PROPERTIES (OPEN AND ACCESSIBLE)

Jan-12	Feb-12	March-12	April-12	May-12	June-12	July-12	Aug-12	Sep-12	Oct-12	Nov-12	Dec-12	YTD Total
5	3											8

This table reflects the number of properties that were posted open and accessible, secured and released from the Dangerous Building Report.

UNFIT FOR HUMAN HABITATION (NOTICE TO VACATE)

Jan-12	Feb-12	March-12	April-12	May-12	June-12	July-12	Aug-12	Sep-12	Oct-12	Nov-12	Dec-12	YTD Total
2	0											2

This table reflects the number or properties that were posted unfit for human habitation and the occupants were ordered to vacate.

CITY OF JACKSON

CONDEMNED PROPERTIES 2012

(Dangerous and Unsafe)

Property Address (Stencil #)	Date and reason for condemnation	Summary of Activities and Building Code Board of Appeals actions
1008-10 Adrian Ave (5-0940) 4 Sure Property Management LLC House/Garage	02/21/2012 Fire damage throughout home. Fire damage to basement, 1 st and 2 nd floors, front porch and 2 nd story roof system. Damage to all electrical, mechanical and plumbing through home. Rear detached garage door kicked in, roof system rotted with open holes and debris surrounding home and along sidewalk. New this month	02/21/2012 Condemned house and garage. 02/27/2011 Notice and Order mailed to owner(s). Owner given 7 days to pull permit and 28 days to demolish. Permit Information: No permits to date. Current Status: Property being monitored under open permit. Will go before Building Code Board of Appeals in April 2012 if the owner does not comply with the Notice and Order.
1015 Adrian Ave (5-0783) Home Solutions Partners III House	01/06/2012 Rear upper and lower stairs unsafe, rear addition is falling, roof leaks, singles missing, southeast corner of roof collapsing and foundation is failing.	01/06/2012 Condemned house. 01/18/2011 Notice and Order mailed to owner(s). Owner given 7 days to pull permit and 28 days to demolish. Permit Information: No permits issued to date. Current Status: Property scheduled for the March Building Code Board of Appeals meeting.
917 Chittock Ave (5-0642) Obua Uche Garage	01/11/2012 Rotted and sagging roof system. Unsafe foundation, northeast corner supported by 8 x 16 block only.	01/11/2012 Condemned garage. 01/18/2011 Notice and Order mailed to owner(s). Owner given 7 days to pull permit and 28 days to demolish. Permit Information: 01/24/2012 Demolition permit issued; no inspections. Current Status: Property scheduled for the March Building Code Board of Appeals meeting.

CITY OF JACKSON

CONDEMNED PROPERTIES 2012

(Dangerous and Unsafe)

Property Address (Stencil #)	Date and reason for condemnation	Summary of Activities and Building Code Board of Appeals actions
921 Chittock Ave (5-0643) Ruth Love Garage	01/11/2012 Rotted roof system and sidewalls. Property in blight condition.	01/11/2012 Condemned garage. 01/18/2011 Notice and Order mailed to owner(s). Owner given 7 days to pull permit and 28 days to demolish. Permit Information: 02/03/2012 Building permit issued; no inspections. Current Status: Property being monitored under open permit. Will go before Building Code Board of Appeals in April 2012 if the owner does not comply with the Notice and Order.
927 Chittock Ave (5-0644) John Busfield Garage	01/11/2012 Detached garage roof system rotted, bowing roof left exposed for years. Property in blight condition.	01/11/2012 Condemned garage. 01/18/2011 Notice and Order mailed to owner(s). Owner given 7 days to pull permit and 28 days to demolish. Permit Information: No permits issued to date. Current Status: Property scheduled for the March Building Code Board of Appeals meeting.
2009 and 2010 taxes delinquent – in forfeiture		
939 Chittock Ave (5-0649) Kibui Butt House	01/11/2012 Roof rotted, foundation failing, chimney collapsing, boarded windows, rear porch rotted and falling, interior walls falling, no utilities and open 2 nd story windows.	01/11/2012 Condemned house. 01/18/2011 Notice and Order mailed to owner(s). Owner given 7 days to pull permit and 28 days to demolish. Permit Information: No permits issued to date. Current Status: Property scheduled for the March Building Code Board of Appeals meeting.

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CONDEMNED PROPERTIES 2012

(Dangerous and Unsafe)

Property Address (Stencil #)	Date and reason for condemnation	Summary of Activities and Building Code Board of Appeals actions
1003 Chittock Ave (5-0653) William/Tanya Padgett Porch	01/11/2012 Front porch knee wall pushed. Support columns falling, roof system falling to north, floor weak and falling.	01/11/2012 Condemned porch. 01/18/2011 Notice and Order mailed to owner(s). Owner given 7 days to pull permit and 30 days to repair. Permit Information: 01/24/2012 Building permit issued; no inspections. Current Status: Property scheduled for the March Building Code Board of Appeals meeting.
1042 Chittock Ave (4-0813) Yoel Hoffman House	01/11/2012 Roof system failed, chimney deteriorated, walls and siding failing, foundation failing, no utilities. Property in blight condition.	01/11/2012 Condemned house. 01/18/2011 Notice and Order mailed to owner(s). Owner given 7 days to pull permit and 28 days to demolish. Permit Information: No permits issued to date. Current Status: Property is being monitored by Inspection Division. Will go before Building Code Board of Appeals in April 2012 if the owner does not comply with the Notice and Order.
2009 and 2010 taxes delinquent – in forfeiture		
308 N Columbus St (7-0301) Corrine Goodlow House	02/27/2012 Roof railing, porch roof east unsafe. Boarded up more than six months. Blight to neighborhood. Stairs unsafe at all entries. Foundation failing on southeast and northwest addition. New this month	02/27/2012 Condemned house. 03/01/2011 Notice and Order mailed to owner(s). Owner given 7 days to pull permit and 28 days to demolish. Permit Information: No permits issued to date. Current Status: Property is being monitored by Inspection Division. Will go before Building Code Board of Appeals in April 2012 if the owner does not comply with the Notice and Order.

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CONDEMNED PROPERTIES 2012

(Dangerous and Unsafe)

Property Address (Stencil #)	Date and reason for condemnation	Summary of Activities and Building Code Board of Appeals actions
434 Dewey Ave (1-0812) David Bristle Garage	01/31/2012 Garage roof structure severely damaged by tree fall. Loss of structural integrity, broken rafters, broken roof sheathing.	01/31/2012 Condemned garage. 02/06/2011 Notice and Order served on owner(s). Owner given 14 days to pull permit and 28 days to demolish or repair. Permit Information: 02/09/2012 Building permit issued; no inspections. Current Status: Property scheduled for the April Building Code Board of Appeals meeting.
1416 Deyo St (6-0467) Ellen Walker House	01/29/2012 Front porch floor/roof settled and unsafe, rear deck unsafe, foundations pushed east/west, no utilities, trash dumped to north, front porch filled with debris. Blight condition.	01/29/2012 Condemned house. 02/03/2011 Notice and Order served on owner(s). Owner given 7 days to pull permit and 28 days to demolish or repair. Permit Information: No permits issued to date. Current Status: Property scheduled for the April Building Code Board of Appeals meeting.
1819 Deyo St (6-1097) James Cooks House	02/06/2012 Foundation and rear porch collapsing. Roof needs structural repair. Chimney disintegrating Approximately 6'-7' open void below collapsing rear patio and stairs. New this month	02/06/2012 Condemned house. 02/27/2011 Notice and Order mailed to owner(s). Owner given 7 days to pull permit and 28 days to demolish or repair. Permit Information: No permits issued to date. Current Status: Property is being monitored by Inspection Division. Will go before Building Code Board of Appeals in April 2012 if the owner does not comply with the Notice and Order.

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CONDEMNED PROPERTIES 2012

(Dangerous and Unsafe)

Property Address (Stencil #)	Date and reason for condemnation	Summary of Activities and Building Code Board of Appeals actions
211 N Elm Ave (7-1046) Andrew Fitzpatrick House	02/24/2012 Holes through roof, front porch settling, vacant and boarded at upper window on west, no copper plumbing, interior ceilings falling from roof leaks, open and accessible at front door, property in blighted condition, chimney and foundation deteriorated. New this month	02/24/2012 Condemned house. 02/27/2011 Notice and Order mailed to owner(s). Owner given 14 days to pull permit and 28 days to demolish or repair. Permit Information: No permits issued to date. Current Status: Property is being monitored by Inspection Division. Will go before Building Code Board of Appeals in April 2012 if the owner does not comply with the Notice and Order.
1604 First St (3-2394) Robert Ball House/Garage	02/17/2012 Garage roof collapsed/doors fallen, full of trash and debris. House foundation failing, front stairs hazardous, porch floor Deteriorated, windows and doors boarded in excess of 6 months, interior gutted, walls and ceilings falling, no utilities. Blight condition. New this month	02/17/2012 Condemned house and garage. 02/27/2011 Notice and Order mailed to owner(s). Owner given 7 days to pull permit and 28 days to demolish or repair. Permit Information: No permits issued to date. Current Status: Property is being monitored by Inspection Division. Will go before Building Code Board of Appeals in April 2012 if the owner does not comply with the Notice and Order.
123 N Forbes St (7-1291) Chester Patrick House	01/17/2012 Roof damaged, chimney pulling away from building. Southeast porch and east porch unsafe. Blight condition.	01/17/2012 Condemned house. 01/18/2011 Notice and Order mailed to owner(s). Owner given 7 days to pull permit and 28 days to demolish. Permit Information: No permits issued to date. Current Status: Property is being monitored by Inspection Division. Will go before Building Code Board of Appeals in April 2012 if the owner does not comply with the Notice and Order.
2010 taxes delinquent		

CITY OF JACKSON

CONDEMNED PROPERTIES 2012

(Dangerous and Unsafe)

Property Address (Stencil #)	Date and reason for condemnation	Summary of Activities and Building Code Board of Appeals actions
705 Fourth St (3-0215) Wells Fargo Bank NA Trustee House	02/28/2012 Repeated open and accessible. Blight to neighborhood. New this month	02/28/2012 Condemned house. 03/01/2012 Notice and Order mailed to owner(s). Owner given 7 days to pull permit and 28 days to demolish. Permit Information: No permits issued to date. Current Status: Property is being monitored by Inspection Division. Will go before Building Code Board of Appeals in April 2012 if the owner does not comply with the Notice and Order.
1017-19 Fourth St (3-1981) Harold Strecker House/Garage	01/03/2012 Property open and accessible. Roof deteriorated and failing, water damage to interior of structure. Garage foundation failing.	01/03/2012 Condemned house/garage. 01/18/2011 Notice and Order mailed to owner(s). Owner given 7 days to pull permit and 28 days to demolish. Permit Information: No permits issued to date. Current Status: Publication required. Property scheduled for the April Building Code Board of Appeals meeting.
118 Francis Ct (5-1476) Don Wilson House	02/23/2012 Open and accessible. Roof leaks with damage to structural members. Support walls deteriorated, house stripped of copper plumbing and wiring. New this month	02/23/2012 Condemned house. 02/27/2011 Notice and Order mailed to owner(s). Owner given 14 days to pull permit and 28 days to demolish. Permit Information: No permits issued to date. Current Status: Property is being monitored by Inspection Division. Will go before Building Code Board of Appeals in April 2012 if the owner does not comply with the Notice and Order.

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CONDEMNED PROPERTIES 2012

(Dangerous and Unsafe)

Property Address (Stencil #)	Date and reason for condemnation	Summary of Activities and Building Code Board of Appeals actions
918 Francis St (5-0631) William/Tanya Padgett Garage	01/11/2012 Rear detached garage roof sagging, walls bowing, continually used to store trash and surrounded by trash. Blight condition.	01/11/2012 Condemned garage. 01/18/2011 Notice and Order mailed to owner(s). Owner given 7 days to pull permit and 28 days to demolish. Permit Information: 01/24/2012 Demolition permit; no inspections. Current Status: Property scheduled for the March Building Code Board of Appeals meeting.
920 Francis St (5-0632) Stephen Kuhl Garage	01/11/2012 Rear detached garage has open windows, partially boarded doorways. Garage continually open and used to store garbage. Blight condition. Permit Information: No permits issued to date.	01/11/2012 Condemned garage. 01/18/2011 Notice and Order mailed to owner(s). Owner given 7 days to pull permit and 28 days to demolish. Current Status: Property is being monitored by Inspection Division. Will go before Building Code Board of Appeals in April 2012 if the owner does not comply with the Notice and Order.
1030 Francis St (5-0665) Irma Sims House/Garage	01/11/2012 NW entry door to basement open, utilities stripped, doors and windows boarded, rear porch rotted, garbage all over property. Rear garage roof system rotted, large open holes through roof and walls.	01/11/2012 Condemned house/garage. 01/18/2011 Notice and Order mailed to owner(s). Owner given 7 days to pull permit and 21 days to demolish. Permit Information: No permits issued to date. Current Status: Property scheduled for the March Building Code Board of Appeals meeting.

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CONDEMNED PROPERTIES 2012

(Dangerous and Unsafe)

Property Address (Stencil #)	Date and reason for condemnation	Summary of Activities and Building Code Board of Appeals actions
1700 E Ganson St (8-0464) Michael Campbell Garage	01/03/2012 North detached garage leaning to north foundation heaved/settled and open and accessible.	01/03/2012 Condemned garage. 01/18/2011 Notice and Order mailed to owner(s). Owner given 7 days to pull permit and 28 days to demolish. Permit Information: 02/09/2012 Demolition permit issued; no inspections. Current Status: Property scheduled for the March Building Code Board of Appeals meeting.
1806 E Ganson St (8-0445) Lisa Taylor House	02/24/2012 Exterior stairs on north to upper units unsafe. Roof failing resulting in falling ceilings in upper units. New this month	02/24/2012 Condemned house. 02/27/2011 Notice and Order mailed to owner(s). Owner given 7 days to pull permit and 28 days to demolish. Permit Information: No permits issued to date.. Current Status: Property is being monitored by Inspection Division. Will go before Building Code Board of Appeals in April 2012 if the owner does not comply with the Notice and Order.
917 S Jackson St (4-0644) Alban Pacunas House/Garage	01/12/2012 Front porch falling, roof systems open holes/rooted, foundation pushed/crumbling south side, unsafe masonry chimney, boarded windows, interior gutted, trash across entire rear yard and rear garage deteriorated.	01/12/2012 Condemned house and garage. 01/18/2011 Notice and Order mailed to owner(s). Owner given 7 days to pull permit and 28 days to demolish. Permit Information: No permits issued to date. Current Status: Property scheduled for the March Building Code Board of Appeals meeting.
2010 taxes delinquent – in forfeiture		

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CONDEMNED PROPERTIES 2012

(Dangerous and Unsafe)

Property Address (Stencil #)	Date and reason for condemnation	Summary of Activities and Building Code Board of Appeals actions
919 S Jackson St (4-0645) Anna Kohn Garage	01/12/2012 Rear detached garage roof system rotted with open holes through roof coverings. North wall leaning and pulled from foundation.	01/12/2012 Condemned garage. 01/18/2011 Notice and Order mailed to owner(s). Owner given 7 days to pull permit and 28 days to demolish. Permit Information: No permits issued to date. Current Status: Property scheduled for the March Building Code Board of Appeals meeting.
1411 Lansing Ave (1-0783) Andrew Nastally Garage	02/06/2012 Roof collapsed, building leaning, loss of structural integrity. New this month	02/06/2012 Condemned garage. 02/27/2011 Notice and Order mailed to owner(s). Owner given 14 days to pull permit and 28 days to demolish. Permit Information: No permits issued to date.. Current Status: Property is being monitored by Inspection Division. Will go before Building Code Board of Appeals in April 2012 if the owner does not comply with the Notice and Order.
1016 Maple Ave (4-0907) Kibul Butt (New owner) AKZKB LLC House	01/06/2012 Front deck collapsed, holes through shingles (rotted roof), windows spot boarded or broken out, failing foundation. Blight condition. 2/15/2012 Notice and Order mailed to NEW owner(s).	01/06/2012 Condemned house. 01/18/2011 Notice and Order mailed to owner(s). Owner given 7 days to pull permit and 21 days to demolish.
2010 taxes delinquent – in forfeiture		Permit Information: No permits issued to date. Current Status: Property is being monitored by Inspection Division. Will go before Building Code Board of Appeals in April 2012 if the owner does not comply with the Notice and Order.

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CONDEMNED PROPERTIES 2012

(Dangerous and Unsafe)

Property Address (Stencil #)	Date and reason for condemnation	Summary of Activities and Building Code Board of Appeals actions
417 W Michigan Ave (3-0061) Paul Parkinson Etal N/E Building Section S/E Porch/Stairs Property in HDC	02/08/2012 N/E Building section has brick veneer collapsed, 2 story columns/support structure falling, pulling from north addition, S/E 1 st story porch collapsing to east unsafe stair system and unsafe lattice guardrails. New this month	02/08/2012 Condemned N/E building section, S/E Porch/Stairs. 02/27/2011 Notice and Order mailed to owner(s). Owner given 7 days to pull permit and 21 days to demolish. Permit Information: No permits issued to date.. Current Status: Property is being monitored by Inspection Division. Will go before Building Code Board of Appeals in April 2012 if the owner does not comply with the Notice and Order.
416 Oak St (7-0175) Jamie Cox Etal House	02/14/2012 Roof failing, chimney failing, open basement entry, rear porch improperly supported, blight to neighborhood. New this month	02/14/2012 Condemned house. 02/27/2011 Notice and Order mailed to owner(s). Owner given 7 days to pull permit and 28 days to demolish. Permit Information: No permits issued to date.. Current Status: Property is being monitored by Inspection Division. Will go before Building Code Board of Appeals in April 2012 if the owner does not comply with the Notice and Order.
510 Oakhill Ave (2-0953) Tracy Kofflin House	02/14/2012 Open and accessible, large holes in siding and soffits. Foundation failing, front porch foundation and support failing. New this month	02/14/2012 Condemned house. 02/27/2011 Notice and Order mailed to owner(s). Owner given 7 days to pull permit and 28 days to demolish. Permit Information: No permits issued to date.. Current Status: Property is being monitored by Inspection Division. Will go before Building Code Board of Appeals in April 2012 if the owner does not comply with the Notice and Order.

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CONDEMNED PROPERTIES 2012

(Dangerous and Unsafe)

Property Address (Stencil #)	Date and reason for condemnation	Summary of Activities and Building Code Board of Appeals actions
408 N Park Ave (7-0257) Donald Charles House 2010 taxes delinquent – in forfeiture	01/27/2012 Roof structure deteriorated, foundation settling on east and north porch, interior deteriorated and dilapidated. Structural elements of building deteriorated, chimney falling away from house. Blight condition.	01/27/2012 Condemned house. 02/03/2011 Notice and Order served on owner(s). Owner given 7 days to pull permit and 28 days to demolish or repair. Permit Information: No permits issued to date. Current Status: Property is being monitored by Inspection Division. Will go before Building Code Board of Appeals in April 2012 if the owner does not comply with the Notice and Order.
910 Page Ave (6-1413) Jason Kurpinski House	02/28/2012 Home damaged by fire. Fire damage through 1 st and 2 nd story roof systems. Fire damage to structural elements, electrical, mechanical and plumbing systems throughout. Fire damage debris on ground surrounding home and onto north 1 st story roof line New this month	02/28/2012 Condemned house. 03/01/2012 Notice and Order served on owner(s). Owner given 7 days to pull permit and 28 days to demolish or repair. Permit Information: No permits issued to date. Current Status: Property is being monitored by Inspection Division. Will go before Building Code Board of Appeals in April 2012 if the owner does not comply with the Notice and Order.
1307 Pringle Ave (6-0636) Rose Acceptance Inc House/Garage	02/16/2012 Foundation failing on house, garage roof and walls unsafe. Property in blight condition. New this month	02/16/2012 Condemned house and garage. 02/27/2011 Notice and Order mailed to owner(s). Owner given 7 days to pull permit and 28 days to demolish. Permit Information: No permits issued to date.. Current Status: Property is being monitored by Inspection Division. Will go before Building Code Board of Appeals in April 2012 if the owner does not comply with the Notice and Order.

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CONDEMNED PROPERTIES 2012

(Dangerous and Unsafe)

Property Address (Stencil #)	Date and reason for condemnation	Summary of Activities and Building Code Board of Appeals actions
133 E Prospect St (5-1865) Horsfall Enterprises LLC House	01/23/2012 Fire damage to home. Walls/floors/roof damaged. All 1 st story windows and doors open. Hole through south exterior all of home.	01/23/2012 Condemned house. 02/03/2011 Notice and Order served on owner(s). Owner given 7 days to pull permit and 28 days to demolish or repair. Permit Information: 02/13/2012 Demolition permit issued; no inspections. Current Status: Property scheduled for the April Building Code Board of Appeals meeting.
722 Randolph St (3-2542) Leach Investment Co House/Garage	02/10/2012 Service pulled from home, lack of utilities, boarded openings, interior gutted, property littered with tires, mattresses, wood, debris and in blight condition. East chimney pulling from home, exterior disrepair, detached garage roof rotted/sagging and walls in disrepair. New this month	02/10/2012 Condemned house and garage. 02/27/2011 Notice and Order mailed to owner(s). Owner given 7 days to pull permit and 28 days to demolish. Permit Information: No permits issued to date.. Current Status: Property is being monitored by Inspection Division. Will go before Building Code Board of Appeals in April 2012 if the owner does not comply with the Notice and Order.
154 Rockwell St (4-0676) Aka 1046 Williams St Commodore Housing LLC House 2010 taxes delinquent – in forfeiture	01/06/2012 Northeast porch header and supports rotted and falling. Southwest porch overhangs rotted, northeast porch window broken out.	01/06/2012 Condemned house. 01/18/2011 Notice and Order mailed to owner(s). Owner given 7 days to pull permit and 28 days to demolish. Permit Information: No permits issued to date. Current Status: Property scheduled for the March Building Code Board of Appeals meeting.

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CONDEMNED PROPERTIES 2012

(Dangerous and Unsafe)

Property Address (Stencil #)	Date and reason for condemnation	Summary of Activities and Building Code Board of Appeals actions
1503 Ten Eyck St (6-0446) William Hoage Jr House/Garage	01/29/2012 Front porch collapsing. Windows boarded. Interior gutted and lack of utilities. Foundation failure. Rear detached garage walls and roof rotted/collapsing. Home in blight condition.	01/29/2012 Condemned house and garage. 02/01/2011 Notice and Order served on owner(s). Owner given 7 days to pull permit and 28 days to demolish or repair. Permit Information: No permits issued to date. Current Status: Property is being monitored by Inspection Division. Will go before Building Code Board of Appeals in April 2012 if the owner does not comply with the Notice and Order.
708 Tomlinson St (6-1333) Dawn Reed Garage	02/10/2012 Open holes in roof and rear wall, open at front overhead door and rear window. Reduced structural integrity, blight condition. New this month	02/10/2012 Condemned garage. 02/27/2011 Notice and Order mailed to owner(s). Owner given 7 days to pull permit and 28 days to demolish. Permit Information: No permits issued to date.. Current Status: Property is being monitored by Inspection Division. Will go before Building Code Board of Appeals in April 2012 if the owner does not comply with the Notice and Order.
311 E Trail St (7-0679) Robert/Janice Miller House	02/24/2012 Kitchen and bathroom floors collapsed, foundation collapsing on west side, raw sewage in basement, roach infestation Throughout, wall coverings missing (lack of flame spread protections), basement stairs collapsed, unsanitary conditions throughout, lack of functional bathroom facilities, chimney collapsed, unsafe water heater venting, roof system rotted at eaves. New this month	02/24/2012 Condemned garage. 02/27/2011 Notice and Order mailed to owner(s). Owner given 7 days to pull permit and 28 days to demolish. Permit Information: No permits issued to date.. Current Status: Property is being monitored by Inspection Division. Will go before Building Code Board of Appeals in April 2012 if the owner does not comply with the Notice and Order.

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CONDEMNED PROPERTIES 2012

(Dangerous and Unsafe)

Property Address (Stencil #)	Date and reason for condemnation	Summary of Activities and Building Code Board of Appeals actions
329 W Trail St (2-0902) Debolt Investments LLC House	02/28/2012 Repeated open and accessible. Blight to the neighborhood. Failed steps on northwest and open and accessible on west basement entry. New this month	02/28/2012 Condemned house. 03/01/2012 Notice and Order mailed to owner(s). Owner given 7 days to pull permit and 28 days to demolish. Permit Information: No permits issued to date.. Current Status: Property is being monitored by Inspection Division. Will go before Building Code Board of Appeals in April 2012 if the owner does not comply with the Notice and Order.
401 W Trail St (2-0904) Orion Group Inc House	02/15/2012 Foundation is collapsing on west side (under repair), bond beam is rotted on west side, roof is rotting and sagging, soffit and fascia dilapidated, interior uninhabitable with holes in walls and walls in disrepair, plumbing, mechanical and electrical systems in disrepair. New this month	02/15/2012 Condemned garage. 02/27/2011 Notice and Order mailed to owner(s). Owner given 10 days to pull permit and 30 days to demolish. Permit Information: No permits issued to date.. Current Status: Property scheduled for the March Building Code Board of Appeals meeting.
1011 Williams St (4-0901) Ross Harris Investments LLC House 2010 taxes delinquent – in forfeiture	01/26/2012 Rear addition foundation and walls failing. Porch and failings in poor state of repair. Open and accessible. Vacant for over 6 months. Blight to neighborhood.	01/26/2012 Condemned house. 02/03/2011 Notice and Order served on owner(s). Owner given 7 days to pull permit and 28 days to complete repairs. Permit Information: No permits issued to date. Current Status: Property scheduled for the April Building Code Board of Appeals meeting.

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CONDEMNED PROPERTIES 2012

(Dangerous and Unsafe)

Property Address (Stencil #)	Date and reason for condemnation	Summary of Activities and Building Code Board of Appeals actions
1013 Williams St (4-0903) Tomlinson Enroy House 2009 and 2010 taxes delinquent – in forfeiture	01/29/2012 Roof system rotted/collapsing. Open 1 st story windows to east. Vacant with boarded windows more than 6 months. interior gutted/vandalized. Blight condition.	01/29/2012 Condemned house. 02/03/2011 Notice and Order served on owner(s). Owner given 7 days to pull permit and 28 days to complete repairs. Permit Information: No permits issued to date. Current Status: Property is being monitored by Inspection Division. Will go before Building Code Board of Appeals in April 2012 if the owner does not comply with the Notice and Order.
1038 Williams St (4-0679) Pamela Jewell House 2009 and 2010 taxes delinquent – in forfeiture	01/09/2012 Front porch rotted, porch floor collapsing, roof rotted with open holes, interior guttered, walls and ceilings falling. Garbage surrounding home, home in blight condition.	01/09/2012 Condemned house. 01/18/2011 Notice and Order mailed to owner(s). Owner given 7 days to pull permit and 28 days to demolish. Permit Information: No permits issued to date. Current Status: Property scheduled for the March Building Code Board of Appeals meeting.
1040 Williams St (4-0677) Bronson Macken House	01/09/2012 Roof open covered with tarp, chimney in poor repair, no utilities and vacant. Back yard grown to brush and home in blight condition.	01/09/2012 Condemned house. 01/18/2011 Notice and Order mailed to owner(s). Owner given 7 days to pull permit and 28 days to demolish. Permit Information: No permits issued to date. Current Status: Property is being monitored by Inspection Division. Will go before Building Code Board of Appeals in April 2012 if the owner does not comply with the Notice and Order.

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CONDEMNED PROPERTIES 2012

(Dangerous and Unsafe)

Property Address (Stencil #)	Date and reason for condemnation	Summary of Activities and Building Code Board of Appeals actions
1041 Williams St (4-0924) Christopher/Sarah Holda House/Garage	01/29/2012 North entry doors, 1 st story windows to north and east broken out. Interior stripped/vandalized, boarded windows, front Porch falling to northwest. Roof coverings failing, rear detached garage water damaged.	01/29/2012 Condemned house and garage. 02/03/2011 Notice and Order served on owner(s). Owner given 7 days to pull permit and 28 days to demolish or repair. Permit Information: No permits issued to date. Current Status: Property is being monitored by Inspection Division. Will go before Building Code Board of Appeals in April 2012 if the owner does not comply with the Notice and Order.

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CONDEMNED PROPERTIES 2012

(Dangerous and Unsafe)

COUNTY OWNED Note: County owned properties were scheduled for the March Building Code Board of Appeals meeting but rescheduled for a tentative date in April in an effort to facilitate an agreement with the County to transfer properties to the City for demolition.

Property Address (Stencil #)	Date and reason for condemnation	Summary of Activities and Building Code Board of Appeals actions
620 Adams St (2-2059) Jackson County Treasurer House	01/29/2012 Dilapidated siding, missing gutters, damaged fascia, foundation needs tuckpointing, damaged fence, decaying tree, interior drywall damaged, utilities off, chimney deteriorated above roof line.	01/29/2012 Condemned house. 01/31/2011 Notice and Order served on owner(s). Owner given 10 days to pull permit and 30 days to demolish or repair. Permit Information: No permits issued to date. Current Status: Property tentatively scheduled for the April Building Code Board of Appeals meeting.
208 Bates St (8-0447) Jackson County Treasurer House	01/29/2012 Boarded windows, utilities are off, roofing needs to be re-shingles, broken doors, foundation is heaving at northwest corner and west side destroyed interior furnishes and utilities.	01/29/2012 Condemned house. 02/02/2011 Notice and Order served on owner(s). Owner given 10 days to pull permit and 30 days to demolish or repair. Permit Information: No permits issued to date. Current Status: Property tentatively scheduled for the April Building Code Board of Appeals meeting.
240 W Biddle St (4-0472) Jackson County Treasurer House	01/27/2012 Deteriorated chimney, stairs and roof, interior deteriorated, east porch deteriorated and foundation failure. Open at upper windows. Property in blight condition.	01/27/2012 Condemned house. 01/31/2011 Notice and Order served on owner(s). Owner given 7 days to pull permit and 28 days to demolish or repair. Permit Information: No permits issued to date. Current Status: Property tentatively scheduled for the April Building Code Board of Appeals meeting.

CITY OF JACKSON

CONDEMNED PROPERTIES 2012

(Dangerous and Unsafe)

COUNTY OWNED

Property Address (Stencil #)	Date and reason for condemnation	Summary of Activities and Building Code Board of Appeals actions
314 W Biddle St (4-0548) Jackson County Treasurer House/Garage Foreclosed 2011	01/27/2012 Front and rear porches deteriorated and structural failure. Chimney deteriorated. Garage deteriorated and leaning. Cistern in rear yard. Property in blight condition.	01/27/2012 Condemned house/garage. 01/31/2011 Notice and Order served on owner(s). Owner given 7 days to pull permit and 28 days to demolish or repair. Permit Information: No permits issued to date. Current Status: Property tentatively scheduled for the April Building Code Board of Appeals meeting.
813 S Blackstone St (4-0484) Jackson County Treasurer House Foreclosed 2011	01/29/2012 Deteriorated foundation is settling, roof is rotting, needs structural repair and shingles, back stairway to 2 nd story is dangerous and improperly constructed, walls are peeling, front porch is settling on south corner and foundation is deteriorated and utilities are off.	01/29/2012 Condemned house. 01/31/2011 Notice and Order served on owner(s). Owner given 10 days to pull permit and 30 days to demolish or repair. Permit Information: No permits issued to date. Current Status: Property tentatively scheduled for the April Building Code Board of Appeals meeting.
406 Burr St (7-0688) Jackson County Treasurer House	01/29/2012 Front porch pillars are rotting, gutters are falling off, side porch foundation is settling and porch is sagging, roof is rotting, shingles need to be replaced, foundation is settling, asbestos siding is broken and pieces are missing in various locations, back porch and stairs are collapsing, bilco door is destroyed, utilities are off and interior dilapidated.	01/29/2012 Condemned house. 01/31/2011 Notice and Order served on owner(s). Owner given 10 days to pull permit and 30 days to demolish or repair. Permit Information: No permits issued to date. Current Status: Property tentatively scheduled for the April Building Code Board of Appeals meeting.

CITY OF JACKSON

CONDEMNED PROPERTIES 2012

(Dangerous and Unsafe)

COUNTY OWNED

Property Address (Stencil #)	Date and reason for condemnation	Summary of Activities and Building Code Board of Appeals actions
710 Center St (2-1594) Jackson County Treasurer House/Garage	01/29/2012 Fascia and soffit damaged, paint peeling, chimney pulling away from house, house settling at northwest section, roof rotted around chimney, all decks at back of house are settling and not square, accessory structure soffit missing, repair all interior walls, ceilings, floor and utilizes. Utilities are off.	01/29/2012 Condemned house/garage. 01/31/2011 Notice and Order served on owner(s). Owner given 10 days to pull permit and 30 days to demolish or repair. Permit Information: No permits issued to date. Current Status: Property tentatively scheduled for the April Building Code Board of Appeals meeting.
628 Chester St (6-1435) Jackson County Treasurer House	01/29/2012 Roof is sagging, shingles need to be replaced, foundation is cracking and settling, rear porch is settling and rotting, gutters are falling off, replace the chimney above roof, utilities are off.	01/29/2012 Condemned house. 01/31/2011 Notice and Order served on owner(s). Owner given 10 days to pull permit and 30 days to demolish or repair. Permit Information: No permits issued to date. Current Status: Property tentatively scheduled for the April Building Code Board of Appeals meeting.
652 Cooper St (7-0592.1) Jackson County Treasurer House	01/29/2012 Interior has been vandalized, copper is gone, full of household debris, back addition is not roofed properly, north wall is bowing, soffits and siding missing pieces, peeling paint, front porch needs to be re-built (foundation is sinking and rotting).	01/29/2012 Condemned house. 01/31/2011 Notice and Order served on owner(s). Owner given 10 days to pull permit and 30 days to demolish or repair. Permit Information: No permits issued to date. Current Status: Property tentatively scheduled for the April Building Code Board of Appeals meeting.

CITY OF JACKSON

CONDEMNED PROPERTIES 2012

(Dangerous and Unsafe)

COUNTY OWNED

Property Address (Stencil #)	Date and reason for condemnation	Summary of Activities and Building Code Board of Appeals actions
113 Damon St (5-1344) Jackson County Treasurer House/Garage	01/29/2012 Roof and fascia rotted and falling apart, garage is leaning to the right, front porch needs to be rebuilt, windows are rotting, steps are hazardous, large dead oak tree in front falling on house, utilizes are off, interior plaster falling from ceilings and walls.	01/29/2012 Condemned house/garage. 01/31/2011 Notice and Order served on owner(s). Owner given 10 days to pull permit and 30 days to demolish or repair. Permit Information: No permits issued to date. Current Status: Property tentatively scheduled for the April Building Code Board of Appeals meeting.
704 Detroit St (7-0361) Jackson County Treasurer House/Garage	01/12/2012 South and west porches rotted and falling. Open holes in rotted roof system. Stair system unsafe, interior gutted. Home in blight condition.	01/12/2012 Condemned house/garage. 01/18/2011 Notice and Order serviced on owner(s). Owner given 7 days to pull permit and 28 days to demolish. Permit Information: No permits issued to date. Current Status: Property tentatively scheduled for the April Building Code Board of Appeals meeting.
1615 Deyo St (6-1122) Jackson County Treasurer House/Garage	01/29/2012 Home severely damaged by fire. Fire damage throughout entire home. Open and boarded windows. Unsafe chimney. Rear detached garage rotted and collapsing.	01/29/2012 Condemned house/garage. 01/31/2011 Notice and Order served on owner(s). Owner given 7 days to pull permit and 28 days to demolish or repair. Permit Information: No permits issued to date. Current Status: Property tentatively scheduled for the April Building Code Board of Appeals meeting.

CITY OF JACKSON

CONDEMNED PROPERTIES 2012

(Dangerous and Unsafe)

COUNTY OWNED

Property Address (Stencil #)	Date and reason for condemnation	Summary of Activities and Building Code Board of Appeals actions
220 S Dwight St (6-0904) Jackson County Treasurer House	01/29/2012 Gutters are falling off the house, windows are rotting/broken/missing. Interior is partially gutted. Structural support of 1 st floor Defective, back porch foundation inadequate and settling, siding is peeling and rotting, foundation needs tuckpointing and roof is rotting.	01/29/2012 Condemned house. 01/31/2011 Notice and Order served on owner(s). Owner given 10 days to pull permit and 30 days to demolish or repair. Permit Information: No permits issued to date. Current Status: Property tentatively scheduled for the April Building Code Board of Appeals meeting.
1416 S Elm Ave (6-1689) Jackson County Treasurer House	01/29/2012 Roofing not flashed properly, window frames rotting and broken, siding stripped and missing, structural framing exposed to the weather, utilities are off, exterior basement roof slopes to the house, missing light fixtures, interior ceilings are falling, soffit and fascia falling off, roofing shingles needs to be replaced.	01/29/2012 Condemned house. 01/31/2011 Notice and Order served on owner(s). Owner given 10 days to pull permit and 30 days to demolish or repair. Permit Information: No permits issued to date. Current Status: Property tentatively scheduled for the April Building Code Board of Appeals meeting.
503 First St (4-0389) Jackson County Treasurer House	01/29/2012 Siding peeling very bad, soffit and fascia peeling and rotting, front porch foundation sagging on south side, roof pulling away from house, front porch stairs built incorrect, siding rotting and missing on east side. Utilities off.	01/29/2012 Condemned house. 01/31/2011 Notice and Order served on owner(s). Owner given 10 days to pull permit and 30 days to demolish or repair. Permit Information: No permits issued to date. Current Status: Property tentatively scheduled for the April Building Code Board of Appeals meeting.
Property in HDC Foreclosed 2011		

CITY OF JACKSON

CONDEMNED PROPERTIES 2012

(Dangerous and Unsafe)

COUNTY OWNED

Property Address (Stencil #)	Date and reason for condemnation	Summary of Activities and Building Code Board of Appeals actions
704 First St (3-0023) Jackson County Treasurer House Property in HDC	01/29/2012 Fire damage throughout 2 nd story. First floor ceilings/walls falling. Broken windows. Unsafe rear 2 nd story porch. Porch collapsing to southwest. Trash being dumped in rear yard. Front porch support columns rotted and foundation collapsing.	01/29/2012 Condemned house. 01/31/2011 Notice and Order served on owner(s). Owner given 7 days to pull permit and 28 days to demolish or repair. Permit Information: No permits issued to date. Current Status: Property tentatively scheduled for the April Building Code Board of Appeals meeting.
910 First St (3-2031) Jackson County Treasurer House	01/29/2012 Front porch settled and falling apart, roof rotted, windows rotted, siding peeling and rotted, entry steps/landing on north side destroyed, rear porch/upper deck needs to be rebuilt, downspouts/gutters missing, fence is broken at back lot line and front side fence to house. Utilities are off.	01/29/2012 Condemned house. 01/31/2011 Notice and Order served on owner(s). Owner given 10 days to pull permit and 30 days to demolish or repair. Permit Information: No permits issued to date. Current Status: Property tentatively scheduled for the April Building Code Board of Appeals meeting.
119 Francis Ct (5-1478) Jackson County Treasurer House	01/29/2012 Walls are bowing, foundation walls are bowing, chimney is falling apart, front porch is settling, roof needs to be rebuilt and flashed properly, siding pieces are missing exposing sheathing to the weather, windows are rotted and broken and some are boarded up, utilities are disconnected and interior is unfit.	01/29/2012 Condemned house. 01/31/2011 Notice and Order served on owner(s). Owner given 10 days to pull permit and 30 days to demolish or repair. Permit Information: No permits issued to date. Current Status: Property tentatively scheduled for the April Building Code Board of Appeals meeting.

CITY OF JACKSON

CONDEMNED PROPERTIES 2012

(Dangerous and Unsafe)

COUNTY OWNED

Property Address (Stencil #)	Date and reason for condemnation	Summary of Activities and Building Code Board of Appeals actions
929 Francis St (5-0560) Jackson County Treasurer House	01/29/2012 Inadequate electrical service, cracked foundation, missing siding, raw sheathing exposed to weather, interior plaster falling off walls and ceiling, open wiring, no kitchen, stair railing system torn apart, no eaves, rotting windows, front porch is settling and dilapidated deck, no utilities.	01/29/2012 Condemned house. 01/31/2011 Notice and Order served on owner(s). Owner given 10 days to pull permit and 30 days to demolish or repair. Permit Information: No permits issued to date. Current Status: Property tentatively scheduled for the April Building Code Board of Appeals meeting.
1035 Francis St (5-1054) Jackson County Treasurer House	01/29/2012 Siding is peeling bad, gutters are falling off, windows are rotting, front steps are hazardous, foundation mortar is weathering away, holes in roof and siding, utilities are off.	01/29/2012 Condemned house. 02/27/2012 Notice and Order served on owner(s). Owner given 10 days to pull permit and 30 days to demolish or repair. Permit Information: No permits issued to date. Current Status: Property tentatively scheduled for the April Building Code Board of Appeals meeting.
1201 E Ganson St (7-0876) Jackson County Treasurer House/Garage	01/29/2012 Foundation settling and cracked, chimney is leaning toward roof, roof is rotted and needs shingles, soffit and fascia. Rotting siding boards, improper deck supports for 2 nd story deck on east side, mortar missing from foundation. Garage walls bowed, rotting, paint peeling, roof shingles need to be replaced.	01/29/2012 Condemned house and garage. 01/31/2011 Notice and Order served on owner(s). Owner given 10 days to pull permit and 30 days to demolish or repair. Permit Information: No permits issued to date. Current Status: Property tentatively scheduled for the April Building Code Board of Appeals meeting.

CITY OF JACKSON

CONDEMNED PROPERTIES 2012

(Dangerous and Unsafe)

COUNTY OWNED

Property Address (Stencil #)	Date and reason for condemnation	Summary of Activities and Building Code Board of Appeals actions
526 W Ganson St (2-1135) Jackson County Treasurer House	01/19/2012 Front porch flooring and support posts deteriorated and unsafe. Foundation failure in several locations.	01/19/2012 Condemned house. 01/31/2011 Notice and Order served on owner(s). Owner given 7 days to pull permit and 28 days to demolish or repair. Permit Information: No permits issued to date. Current Status: Property tentatively scheduled for the April Building Code Board of Appeals meeting.
121 E High St (5-1286) Jackson County Treasurer House/Garage	01/26/2012 Chimney pulling away from building. Rear porch failing. No kitchen. Siding and paint in disrepair. Foundation in need of repair. Garage walls sagging and leaning.	01/26/2012 Condemned house and garage. 01/31/2011 Notice and Order served on owner(s). Owner given 7 days to pull permit and 28 days to demolish or repair. Permit Information: No permits issued to date. Current Status: Property tentatively scheduled for the April Building Code Board of Appeals meeting.
603 W High St (3-2286) Jackson County Treasurer House/Garage	01/26/2012 Roof and overhangs failing. Back porch sagging and improperly supported. Interior ceilings and walls home falling plaster.	01/26/2012 Condemned house and garage. 01/31/2011 Notice and Order served on owner(s). Owner given 7 days to pull permit and 28 days to demolish or repair. Permit Information: No permits issued to date. Current Status: Property tentatively scheduled for the April Building Code Board of Appeals meeting.

CITY OF JACKSON

CONDEMNED PROPERTIES 2012

(Dangerous and Unsafe)

COUNTY OWNED

Property Address (Stencil #)	Date and reason for condemnation	Summary of Activities and Building Code Board of Appeals actions
915 S Jackson St (4-0643) Jackson County Treasurer Garage/Shed	01/12/2012 Rear detached garage and shed roof and walls framings rotted with open holes through roof.	01/12/2012 Condemned garage and shed. 01/18/2011 Notice and Order serviced on owner(s). Owner given 7 days to pull permit and 28 days to demolish. Permit Information: No permits issued to date. Current Status: Property tentatively scheduled for the April Building Code Board of Appeals meeting.
942 S Jackson St (4-0621) Jackson County Treasurer House	01/27/2012 Front porch settled. Foundation of house failing. Chimney pulling away from house and has large gaps in brick. Vacant and boarded for over 6 months. Roof structure deteriorated at west. Blight condition.	01/27/2012 Condemned house. 01/31/2011 Notice and Order served on owner(s). Owner given 7 days to pull permit and 28 days to demolish or repair. Permit Information: No permits issued to date. Current Status: Property tentatively scheduled for the April Building Code Board of Appeals meeting.
1045 S Jackson St (4-0673) Jackson County Treasurer House	01/27/2012 Structural failure of main roof rafters, lower flat roof on north side deteriorated with structural deterioration and property in blight condition.	01/27/2012 Condemned house. 01/31/2011 Notice and Order served on owner(s). Owner given 7 days to pull permit and 28 days to demolish or repair. Permit Information: No permits issued to date. Current Status: Property tentatively scheduled for the April Building Code Board of Appeals meeting.

CITY OF JACKSON

CONDEMNED PROPERTIES 2012

(Dangerous and Unsafe)

COUNTY OWNED

Property Address (Stencil #)	Date and reason for condemnation	Summary of Activities and Building Code Board of Appeals actions
329 Johnson St (6-0329) Jackson County Treasurer House	01/29/2012 Large sink hole to north of home, foundation collapsed, rotted roof system, collapsing chimney, unsafe rear deck, large tree collapsed onto northeast roof section.	01/29/2012 Condemned house. 01/31/2011 Notice and Order served on owner(s). Owner given 7 days to pull permit and 28 days to demolish or repair. Permit Information: No permits issued to date. Current Status: Property tentatively scheduled for the April Building Code Board of Appeals meeting.
710 Lansing Ave (2-1508) Jackson County Land Bank Garage/Barn	01/30/2012 Two story garage/barn on premises is leaning and has reduced structural integrity. Signs of structural failure.	01/30/2012 Condemned garage/barn. 02/03/2011 Notice and Order served on owner(s). Owner given 7 days to pull permit and 28 days to demolish or repair. Permit Information: No permits issued to date. Current Status: Property tentatively scheduled for the April Building Code Board of Appeals meeting.
1007 Lansing Ave (1-0535.1) Jackson County Treasurer House	01/27/2012 Foundation failure on west, roof deteriorated allowing moisture to enter, siding missing exposing structural elements. Blight condition.	01/27/2012 Condemned house. 02/01/2011 Notice and Order served on owner(s). Owner given 7 days to pull permit and 28 days to demolish or repair. Permit Information: No permits issued to date. Current Status: Property tentatively scheduled for the April Building Code Board of Appeals meeting.

CITY OF JACKSON

CONDEMNED PROPERTIES 2012

(Dangerous and Unsafe)

COUNTY OWNED

Property Address (Stencil #)	Date and reason for condemnation	Summary of Activities and Building Code Board of Appeals actions
1010 Maple Ave (4-0902) Jackson County Treasurer House	01/27/2012 Foundation failure, chimney pulling away from house front porch settling and deteriorated, roof covering failure.	01/27/2012 Condemned house. 02/01/2011 Notice and Order served on owner(s). Owner given 7 days to pull permit and 28 days to demolish or repair. Permit Information: No permits issued to date. Current Status: Property tentatively scheduled for the April Building Code Board of Appeals meeting.
1107 Maple Ave (4-0929) Jackson County Treasurer House/Garage	01/27/2012 Front porch settled, interior structural failure, rear porch settled, foundation failure, open window at east upper, property in blight condition and garage is deteriorated.	01/27/2012 Condemned house and garage. 02/01/2011 Notice and Order served on owner(s). Owner given 7 days to pull permit and 28 days to demolish or repair. Permit Information: No permits issued to date. Current Status: Property tentatively scheduled for the April Building Code Board of Appeals meeting.
115-17 E Mason St (5-0207) Jackson County Treasurer House	01/26/2012 Vacant and boarded for more than six months, unsafe for intended use (no utilities), attractive nuisance, deteriorated stairs at entry to 115 E Mason St.	01/26/2012 Condemned house. 02/01/2011 Notice and Order served on owner(s). Owner given 7 days to pull permit and 28 days to demolish or repair. Permit Information: No permits issued to date. Current Status: Property tentatively scheduled for the April Building Code Board of Appeals meeting.

CITY OF JACKSON

CONDEMNED PROPERTIES 2012

(Dangerous and Unsafe)

COUNTY OWNED

Property Address (Stencil #)	Date and reason for condemnation	Summary of Activities and Building Code Board of Appeals actions
116 E Mason St (5-0135) Jackson County Treasurer House	01/20/2012 Attractive nuisance, vacant and boarded for six (6) months or more, unsafe for intended use (no utilities), vacant and creating a blighting condition on the neighborhood.	01/20/2012 Condemned house. 02/01/2011 Notice and Order served on owner(s). Owner given 7 days to pull permit and 28 days to demolish or repair. Permit Information: No permits issued to date. Current Status: Property tentatively scheduled for the April Building Code Board of Appeals meeting.
124 W Mason St (4-0115) Jackson County Treasurer House Foreclosed 2011	01/26/2012 Front porch footing failing, porch support failure, unsafe for intended use (no utilities), structure in blighted condition, structure is dilapidated and an attractive nuisance, foundation failure at northwest corner.	01/26/2012 Condemned house. 02/01/2011 Notice and Order served on owner(s). Owner given 7 days to pull permit and 28 days to demolish or repair. Permit Information: No permits issued to date. Current Status: Property tentatively scheduled for the April Building Code Board of Appeals meeting.
138 W Monroe St (8-2585) Jackson County Treasurer Garage	01/27/2012 Roof deteriorated, structure leaning and deteriorated, siding rotted, structure in blighted condition.	01/27/2012 Condemned garage. 02/01/2011 Notice and Order served on owner(s). Owner given 7 days to pull permit and 28 days to demolish or repair. Permit Information: No permits issued to date. Current Status: Property tentatively scheduled for the April Building Code Board of Appeals meeting.

CITY OF JACKSON

CONDEMNED PROPERTIES 2012

(Dangerous and Unsafe)

COUNTY OWNED

Property Address (Stencil #)	Date and reason for condemnation	Summary of Activities and Building Code Board of Appeals actions
408 Northwood Ln (1-0421) Jackson County Treasurer House/Shed	01/27/2012 Front porch roof collapsing, rear roof deteriorated with structural elements failure, interior of structure deteriorated (ceiling, walls), foundation failure, structure is in blighted condition.	01/27/2012 Condemned house and shed. 02/01/2011 Notice and Order served on owner(s). Owner given 7 days to pull permit and 28 days to demolish or repair. Permit Information: No permits issued to date. Current Status: Property tentatively scheduled for the April Building Code Board of Appeals meeting.
410 N Park Ave (7-0258) Jackson County Treasurer House	01/27/2012 Rear portion of building has deteriorated roof and roof structure, porch settling and deteriorated, property vacant and boarded for six months or more, foundation failure, structure in blight condition.	01/27/2012 Condemned house. 02/01/2011 Notice and Order served on owner(s). Owner given 7 days to pull permit and 28 days to demolish or repair. Permit Information: No permits issued to date. Current Status: Property tentatively scheduled for the April Building Code Board of Appeals meeting.
1514 Plymouth St (6-0515) Jackson County Treasurer House	01/23/2012 Structural failure of roof structure of southeast porch and severe settling of north 2-story addition, open at northeast windows, interior gutted and no utilities services, foundation failure, structure in blight condition.	01/23/2012 Condemned house. 02/01/2011 Notice and Order served on owner(s). Owner given 7 days to pull permit and 28 days to demolish or repair. Permit Information: No permits issued to date. Current Status: Property tentatively scheduled for the April Building Code Board of Appeals meeting.

CITY OF JACKSON

CONDEMNED PROPERTIES 2012

(Dangerous and Unsafe)

COUNTY OWNED

Property Address (Stencil #)	Date and reason for condemnation	Summary of Activities and Building Code Board of Appeals actions
125 E Porter St (8-1982) Jackson County Treasurer House	01/27/2012 Roof structure deteriorated with structural wall failure, electric service disconnected from property and laying on the ground, attractive nuisance, open to the elements at two (2) upper windows, structure in blight condition.	01/27/2012 Condemned house. 02/01/2011 Notice and Order served on owner(s). Owner given 7 days to pull permit and 28 days to demolish or repair. Permit Information: No permits issued to date. Current Status: Property tentatively scheduled for the April Building Code Board of Appeals meeting.
1810 Pringle Ave (6-1276) Jackson County Treasurer House/Garage	01/23/2012 Failure of roof covering resulting in structural deterioration, interior of building deteriorated, building in blighted condition.	01/23/2012 Condemned house and garage. 02/01/2011 Notice and Order served on owner(s). Owner given 7 days to pull permit and 28 days to demolish or repair. Permit Information: No permits issued to date. Current Status: Property tentatively scheduled for the April Building Code Board of Appeals meeting.
1011 Second Ct (3-2008) Jackson County Treasurer House/Garage	01/29/2012 Foundation is out of square and uneven from front to back, house is off plumb, plaster is falling off walls, building is full of mold, utilities are off, garage is tilting and twisting to the right.	01/29/2012 Condemned house and garage. 02/01/2011 Notice and Order served on owner(s). Owner given 10 days to pull permit and 30 days to demolish or repair. Permit Information: No permits issued to date. Current Status: Property tentatively scheduled for the April Building Code Board of Appeals meeting.

CITY OF JACKSON

CONDEMNED PROPERTIES 2012

(Dangerous and Unsafe)

COUNTY OWNED

Property Address (Stencil #)	Date and reason for condemnation	Summary of Activities and Building Code Board of Appeals actions
111 Stanley Ave (5-1239) Jackson County Treasurer House/Garage	01/30/2012 Rear addition foundation failing, boarded over six months. Garage roof failing and structurally unsafe.	01/30/2012 Condemned house and garage. 02/03/2011 Notice and Order served on owner(s). Owner given 7 days to pull permit and 28 days to demolish or repair. Permit Information: No permits issued to date. Current Status: Property tentatively scheduled for the April Building Code Board of Appeals meeting.
115 Summit Ave (6-0553) Jackson County Treasurer House/Garage	01/29/2012 Foundations settled/unsafe, unsafe second story stair system, front porch settled, roof system failed, boarded windows, interior vandalized, rear detached garage rotted/collapsing, home in blight condition.	01/29/2012 Condemned house and garage. 02/01/2011 Notice and Order served on owner(s). Owner given 7 days to pull permit and 28 days to demolish or repair. Permit Information: No permits issued to date. Current Status: Property tentatively scheduled for the April Building Code Board of Appeals meeting.
1515 Ten Eyck St (6-0657.1) Jackson County Treasurer House	01/29/2012 Front porch settled/unsafe, support columns fallen, south and east porch roof systems rotted, unsafe electric service, black mold on interior walls, trash located behind home, lack of utilities.	01/29/2012 Condemned house. 02/01/2011 Notice and Order served on owner(s). Owner given 7 days to pull permit and 28 days to demolish or repair. Permit Information: No permits issued to date. Current Status: Property tentatively scheduled for the April Building Code Board of Appeals meeting.

CITY OF JACKSON

CONDEMNED PROPERTIES 2012

(Dangerous and Unsafe)

COUNTY OWNED

Property Address (Stencil #)	Date and reason for condemnation	Summary of Activities and Building Code Board of Appeals actions
1042 Walker St (8-2448) Jackson County Treasurer House/Garage	01/30/2012 Porch foundation failing. Rear step unsafe, open box sill on north. Foundation in need of repair. Garage roof and sidewalls unsafe. Blight condition.	01/30/2012 Condemned house and garage. 02/03/2011 Notice and Order served on owner(s). Owner given 7 days to pull permit and 28 days to demolish or repair. Permit Information: No permits issued to date. Current Status: Property tentatively scheduled for the April Building Code Board of Appeals meeting.
114 E Wilkins St (5-0203) Jackson County Treasurer House	01/29/2012 Home vacant and boarded for over six months, roof system is rotted, foundation failing, interior walls and ceilings are falling, there are not utilities, and the house is in blight condition.	01/29/2012 Condemned house. 02/01/2011 Notice and Order served on owner(s). Owner given 10 days to pull permit and 30 days to demolish or repair. Permit Information: No permits issued to date. Current Status: Property tentatively scheduled for the April Building Code Board of Appeals meeting.
112 W Wilkins St (4-0771) Jackson County Treasurer House	01/29/2012 House vacant/boarded for over six months, rear deck rotted, broken windows, lack of utilities.	01/29/2012 Condemned house. 02/01/2011 Notice and Order served on owner(s). Owner given 10 days to pull permit and 30 days to demolish or repair. Permit Information: No permits issued to date. Current Status: Property tentatively scheduled for the April Building Code Board of Appeals meeting.
Foreclosed 2011		

CITY OF JACKSON

CONDEMNED PROPERTIES 2012

(Dangerous and Unsafe)

COUNTY OWNED

Property Address (Stencil #)	Date and reason for condemnation	Summary of Activities and Building Code Board of Appeals actions
605 Williams St (4-0777) Jackson County Treasurer House Foreclosed 2011	01/06/2012 Property repeated open and accessible. Two additional south 1 st story windows broken out. Interior gutted and full of debris. Foundation failing. Property in blight condition.	01/06/2012 Condemned house. 01/18/2011 Notice and Order served on owner(s). Owner given 21 days to pull permit and 60 days to demolish. Permit Information: No permits issued to date. Current Status: Property tentatively scheduled for the April Building Code Board of Appeals meeting.
1019 Williams St (4-0906) Jackson County Treasurer House Foreclosed 2011	01/29/2012 Foundation collapsing on southeast, north and west sides; open holes through roof on south side, vacant/boarded for more than 6 months with no utilities.	01/29/2012 Condemned house. 02/01/2011 Notice and Order served on owner(s). Owner given 7 days to pull permit and 28 days to demolish or repair. Permit Information: No permits issued to date. Current Status: Property tentatively scheduled for the April Building Code Board of Appeals meeting.
1020 Williams St (4-0686) Jackson County Treasurer House Foreclosed 2011	01/29/2012 Foundation collapsed to south and east, holes through siding, rotted framing to north, interior gutted/vandalized, roof system failing.	01/29/2012 Condemned house. 01/31/2011 Notice and Order served on owner(s). Owner given 7 days to pull permit and 28 days to demolish or repair. Permit Information: No permits issued to date. Current Status: Property tentatively scheduled for the April Building Code Board of Appeals meeting.

CITY OF JACKSON

CONDEMNED PROPERTIES 2012

(Dangerous and Unsafe)

COUNTY OWNED

Property Address (Stencil #)	Date and reason for condemnation	Summary of Activities and Building Code Board of Appeals actions
1045 Williams St (4-0926) Jackson County Treasurer House Foreclosed 2011	01/29/2012 Vacant/boarded more than six months, exterior walls rotted, interior gutted and filled with trash/debris, and foundation collapsing to south. Blight condition.	01/29/2012 Condemned house. 01/31/2011 Notice and Order served on owner(s). Owner given 7 days to pull permit and 28 days to demolish or repair. Permit Information: No permits issued to date. Current Status: Property tentatively scheduled for the April Building Code Board of Appeals meeting.
1202 Williams St (4-1007) Jackson County Treasurer House/Garage Foreclosed 2011	01/29/2012 Vacant/boarded more than six months, siding stripped from home, interior gutted/vandalized, rear detached garage foundation collapsed, boarded openings. House foundation crumbling to south.	01/29/2012 Condemned house and garage. 01/31/2011 Notice and Order served on owner(s). Owner given 7 days to pull permit and 28 days to demolish or repair. Permit Information: No permits issued to date. Current Status: Property tentatively scheduled for the April Building Code Board of Appeals meeting.
1407 Williams St (4-1550) Jackson County Treasurer House Foreclosed 2011	01/29/2012 East/west foundations settled/crumbling, rotted roof system, front porch rotted/settling, vacant/boarded in excess of six months, exterior walls unprotected and weather damaged, no utilities.	01/29/2012 Condemned house. 01/31/2011 Notice and Order served on owner(s). Owner given 7 days to pull permit and 28 days to demolish or repair. Permit Information: No permits issued to date. Current Status: Property tentatively scheduled for the April Building Code Board of Appeals meeting.

CITY OF JACKSON

CONDEMNED PROPERTIES 2012

(Dangerous and Unsafe)

COUNTY OWNED

Property Address (Stencil #)	Date and reason for condemnation	Summary of Activities and Building Code Board of Appeals actions
1415 Williams St (4-1553) Jackson County Treasurer Garage	01/30/2012 Roof failing, siding in disrepair and foundation failing. Blight Condition. 28 days to demolish or repair.	01/30/2012 Condemned garage. 02/06/2011 Notice and Order served on owner(s). Owner given 7 days to pull permit and Permit Information: No permits issued to date. Current Status: Property tentatively scheduled for the April Building Code Board of Appeals meeting.
512 Wilson St (6-0316) Jackson County Treasurer House/Garage	01/29/2012 Foundation collapsing to east and south, front porch settled, rear porch support unsafe, boarded windows, holes through north wall of home, rear detached garage weather damaged, no utilities, blighted condition.	01/29/2012 Condemned house and garage. 01/31/2011 Notice and Order served on owner(s). Owner given 7 days to pull permit and 28 days to demolish or repair. Permit Information: No permits issued to date. Current Status: Property tentatively scheduled for the April Building Code Board of Appeals meeting.
113 Wren St (5-1030) Jackson County Treasurer House	01/12/2012 Front porch and house roof systems rotted, foundation falling, interior utilities stripped, boarded windows, falling block Retaining walls, home and property in blight condition.	01/12/2012 Condemned house. 01/18/2011 Notice and Order served on owner(s). Owner given 21 days to pull permit and 60 days to demolish. Permit Information: No permits issued to date. Current Status: Property tentatively scheduled for the April Building Code Board of Appeals meeting.

CITY OF JACKSON

CONDEMNED PROPERTIES 2011

(Dangerous and Unsafe)

Property Address (Stencil #)	Date and reason for condemnation	Summary of Activities and Building Code Board of Appeals actions
117 W Biddle St (4-0731) Mabel Anderson Trust House	07/27/2011 Fire, water and smoke damage.	07/27/2011 Condemned house. 07/28/2011 Notice and Order mailed to owner(s). Owner given 45 days to pull permit and 120 days to repair. 11/28/2011 Reinspection conducted; property remains dangerous and unsafe. 12/15/2011 Staff recommended UPHOLDING Notice and Order. 12/15/2011 Board UPHELD Notice and Order, bids for demolition to be requested. Permit Information: 08/17/2011 Demolition permit issued; no inspections. Current Status: Building Board UPHELD Notice and Order, bids for demolition to be requested 01/17/2012.
425 N Blackstone St (1-0214) ACP4 LLC House	11/04/2011 Electrical system is hazardous. Interior of home vandalized; holes in walls, plumbing fixtures missing, electrical system Wiring and devised exposed and removed.	11/04/2011 Condemned house. 11/08/2011 Notice and Order mailed to owner(s). Owner given until November 18, 2011, to pull permit and until November 28, 2011, to have repairs completed. 11/15/2011 Amended Notice and Order mailed to owner(s). Owner given 10 days to pull demolition permit and 30 days to demolish structure. 01/13/2012 Reinspection scheduled. 01/26/2012 Staff recommended UPHOLDING Notice and Order. 01/26/2012 Board UPHELD Notice and Order, bids for demolition to be requested. Permit Information: No permits issued to date. Current Status: Building Board UPHELD Notice and Order, bids for demolition to be requested 02/27/2012.

CITY OF JACKSON

CONDEMNED PROPERTIES 2011

(Dangerous and Unsafe)

Property Address (Stencil #)	Date and reason for condemnation	Summary of Activities and Building Code Board of Appeals actions
933 Chittock Ave (5-0646) REO Holding 1 LLC House/Garage	12/12/2011 Front porch collapsing and unsafe. Dilapidated porch at back of house.	12/12/2011 Condemned house/garage. 12/13/2011 Notice and Order mailed to owner(s). Owner given 10 days to pull permit and 30 days to demolish.
2009 and 2010 taxes delinquent – in forfeiture		Permit Information: No permits issued to date. Current Status: Publication required. Property scheduled for the April Building Code Board of Appeals meeting.
119 N Columbus St (7-0479.2) Thomas Darrow Commercial	06/14/2011 Building damaged by fire.	06/14/2011 Condemned house/garage. 06/20/2011 Notice and Order mailed to owner(s). Owner given 45 days to pull permit and repair/demolish.
		Permit Information: 10/19/2011 Building permit issued; no inspections. Current Status: Property scheduled for the March Building Code Board of Appeals meeting.
330 S Dwight St (6-1084) Ralph III/Deborah Musolino House	08/31/2011 Back door and 2 nd story window open and accessible. Vagrants entering the house illegally.	08/31/2011 Condemned house. 09/12/2011 Notice and Order mailed to owner(s). Owner given until September 23, 2011, to obtain demolition permit and until October 14, 2011, to demolish. 10/17/2011 Reinspection conducted; remains dangerous and unsafe.
2009 and 2010 taxes delinquent – in forfeiture		11/17/2011 Staff recommended UPHOLDING Notice and Order. 11/17/2011 Board UPHELD Notice and Order, bids for demolition to be requested. Permit Information: No permits issued to date. Current Status: Building Board UPHELD Notice and Order, bids for demolition awarded 02/27/2012.

CITY OF JACKSON

CONDEMNED PROPERTIES 2011

(Dangerous and Unsafe)

Property Address (Stencil #)	Date and reason for condemnation	Summary of Activities and Building Code Board of Appeals actions
311 N Elm Ave (7-1033.1) Sheri Bean House	12/28/2011 Structure fire throughout home. Smoke and water damage throughout.	12/28/2011 Condemned house. 12/30/2011 Notice and Order mailed to owner(s). Owner given 30 days to pull permit and demolish or repair.
2009 and 2010 taxes delinquent – in forfeiture		Permit Information: No permits issued to date. Current Status: Publication required. Property scheduled for the April Building Code Board of Appeals meeting.
315 N Elm Ave (7-1031) Louis Brown Garage	08/12/2011 Open roof section sagging, support posts falling, wall section open, door rotted and building leaning.	08/12/2011 Condemned garage. 08/19/2011 Notice and Order mailed to owner(s). Owner given 10 days to obtain permit or supply detailed plans to repair and 28 days to demolish. 09/19/2011 Reinspection conducted; remains dangerous and unsafe. 10/27/2011 Staff recommended UPHOLDING Notice and Order. 10/27/2011 Board UPHELD Notice and Order, bids for demolition to be requested. Permit Information: No permits issued to date. Current Status: Building Board UPHELD Notice and Order, bids for demolition requested 02/14/2012.

CITY OF JACKSON

CONDEMNED PROPERTIES 2011

(Dangerous and Unsafe)

Property Address (Stencil #)	Date and reason for condemnation	Summary of Activities and Building Code Board of Appeals actions
311 E Euclid Ave (5-1836) Orion Group Inc House	08/15/2011 Home in blight condition. Roof system rotted, stairs unsafe, deck ready to collapse, missing/open rear door/window.	08/15/2011 Condemned house. 08/19/2011 Notice and Order mailed to owner(s). Owner given 10 days to obtain permit or supply detailed plans to repair and if not repairing 45 days to demolish. 10/07/2011 Reinspection conducted; remains dangerous and unsafe, no progress. 10/27/2011 Staff recommended UPHOLDING Notice and Order. 10/27/2011 Board UPHELD Notice and Order, bids for demolition to be requested. Permit Information: No permits issued to date. Current Status: Building Board UPHELD Notice and Order, bids for demolition awarded 02/17/2012.
2009 and 2010 taxes delinquent – in forfeiture		
306 First St (3-0039) Citizens Bank House	12/12/2011 North 2 nd story porch and 1 st story porch settled/falling and rotted floor systems. 2 nd story chimney bowing to south. Open holes stone foundation north side. Lack of tuck pointing on perimeter main foundation.	12/12/2011 Condemned house. 12/21/2011 Notice and Order mailed to owner(s). Owner given 10 days to pull permit and 30 days to demolish. Permit Information: 02/29/2012 Demolition permit issued; no inspections. Current Status: Property is being monitored by Inspection Division. Will go before Building Code Board of Appeals in April 2012 if the owner does not comply with the Notice and Order.
Property in HDC		

CITY OF JACKSON

CONDEMNED PROPERTIES 2011

(Dangerous and Unsafe)

Property Address (Stencil #)	Date and reason for condemnation	Summary of Activities and Building Code Board of Appeals actions
2019 First St (3-3211) Cynthia Rowen House	08/22/2011 Home covered with animal urine and feces. Home abandoned with over nine cats living in doors.	08/22/2011 Condemned house. 08/29/2011 Notice and Order mailed to owner(s). Owner given 5 days to obtain permit and 21 days to demolish house. 09/30/2011 Reinspection conducted; remains dangerous and unsafe. 10/27/2011 Staff recommended UPHOLDING Notice and Order. 10/27/2011 Board UPHELD Notice and Order, bids for demolition to be requested. Permit Information: No permits issued to date. Current Status: Building Board UPHELD Notice and Order, bids for demolition awarded 02/17/2012.
1601 Fourth St (3-2356) Gregg Ladd Etal (New Owner 09/2011) First National Mortgage Assn (New Owner 05/2011) Kim Farthing Barn/Garage	05/03/2011 Barn/Garage is dilapidated. Foundation failing, building not plumb, doors rotted and falling off. Holes in roof.	05/03/2011 Condemned garage/barn. 05/04/2011 Notice and Order mailed to owner(s). Owner given 15 days to pull permit and 60 days to repair. 07/05/2011 Reinspection conducted; no progress, remains dangerous and unsafe. 08/25/2011 Staff recommended UPHOLDING Notice and Order. 08/25/2011 Board UPHELD Notice and Order, bids for demolition to be requested. Permit Information: No permits issued to date. Current Status: Property demolished per Building Board order.

CITY OF JACKSON

CONDEMNED PROPERTIES 2011

(Dangerous and Unsafe)

Property Address (Stencil #)	Date and reason for condemnation	Summary of Activities and Building Code Board of Appeals actions
1051 Francis St (5-1049) Cliff Reed House	10/03/2011 Fire damage throughout home.	10/03/2011 Condemned house. 10/04/2011 Notice and Order mailed to owner(s). Owner given 21 days to obtain building permit to demolish or provide plans to repair and 60 days to complete. 12/16/2011 Reinspection scheduled. 01/26/2012 Staff recommended UPHOLDING Notice and Order. 01/26/2012 Board UPHELD Notice and Order, bids for demolition to be requested. Permit Information: No permits issued to date. Current Status: Building Board UPHELD Notice and Order, bids for demolition to be requested 02/27/2012.
1019 Hill Pl (1-0599) Pamela Davis House/Garage 2010 taxes delinquent	11/21/2011 Open and accessible. Front porch roof system rotted. Rear roof system rotted and main roof system sagging and water damaged. Interior gutted, missing electrical, mechanical and plumbing systems. Ceilings/walls falling.	11/21/2011 Condemned house/garage. 11/28/2011 Notice and Order mailed to owner(s). Owner given 21 days to pull permit and 60 days to demolish or repair. Permit Information: No permits issued to date. Current Status: Publication required. Property scheduled for the April Building Code Board of Appeals.
902 W High St (3-1497.1) Aka 1220 S Grinnell St Curtis Investment Holdings LLC House	12/19/2011 Open and Accessible. Home in blighted condition and uninhabitable.	12/19/2011 Condemned house/garage. 12/30/2011 Notice and Order mailed to owner(s). Owner given 14 days to pull demolition permit and 30 days to demolish structure. Permit Information: 03/01/2012 Demolition permit issued; no inspections. Current Status: Property is being monitored by Inspection Department. Will go before Building Code Board of Appeals in April 2012 if the owner does not comply with the Notice and Order.

CITY OF JACKSON

CONDEMNED PROPERTIES 2011

(Dangerous and Unsafe)

Property Address (Stencil #)	Date and reason for condemnation	Summary of Activities and Building Code Board of Appeals actions
407 Homewild Ave (7-0319) Brandy Ekins House 2009 and 2010 taxes delinquent	07/29/2011 Roof, foundation and stairs of house deteriorated, decayed and collapsing.	07/29/2011 Condemned house. 08/01/2011 Notice and Order mailed to owner(s). Owner given 14 days to obtain permit and 30 days to complete repairs or demolish. 09/02/2011 Reinspection conducted; remains dangerous and unsafe. 12/15/2011 Staff recommended UPHOLDING Notice and Order. 12/15/2011 Board UPHELD Notice and Order, bids for demolition to be requested. Permit Information: 08/17/2011 Demolition permit issued; no inspections. Current Status: Building Board UPHELD Notice and Order, bids for demolition requested 02/28/2012.
408 Homewild Ave (7-0277) Midfirst Bank (New Owner 03/2011) Janice Chambers House	08/02/2011 Foundation collapsed, house deteriorated, abandoned, blight condition.	08/02/2011 Condemned house. 08/10/2011 Notice and Order mailed to owner(s). Owner given 14 days to obtain permit and 45 days to demolish. 09/26/2011 Reinspection conducted; remains dangerous and unsafe. 10/27/2011 Staff recommended tabling until the November meeting. 10/27/2011 Board tabled until the November Board meeting. 11/17/2011 Staff recommended tabling until the December meeting. 11/17/2011 Board tabled until the December Board meeting. 12/15/2011 Staff recommended UPHOLDING Notice and Order. 12/15/2011 Board UPHELD Notice and Order, bids for demolition to be requested. Permit Information: No permits issued to date. Current Status: Building Board UPHELD Notice and Order, bids for demolition to be requested 02/17/2012. 01/31/2012 – Order of Superintending Control preventing the City from demolishing entered.

CITY OF JACKSON

CONDEMNED PROPERTIES 2011

(Dangerous and Unsafe)

Property Address (Stencil #)	Date and reason for condemnation	Summary of Activities and Building Code Board of Appeals actions
809 Homewild Ave (7-0377.1) Charles/Renatelle Titler House	06/27/2011 Open doors/windows. Holes in walls, roof sagging/rotted, interior unsanitary to live in.	06/27/2011 Condemned house. 06/29/2011 Notice and order mailed to owner(s). Owner given 14 days to obtain demolition permit, 30 days to demolish or 7 days to provide time line and pull permits to repair. 09/30/2011 Staff recommended UPHOLDING Notice and Order. 09/30/2011 Board UPHELD Notice and Order, bids for demolition to be requested. Permit Information: 01/13/2012 Demolition permit issued; no inspections. Current Status: Building Board UPHELD Notice and Order, bids for demolition awarded 02/07/2012.
626 Kennedy St (8-1358) GMAC Mortgage LLC House/Garage	09/08/2011 Front porch rotted/falling. North wall foundation pushed/bowed outwards. Rear porch windows broken out. Interior Infested with fleas/unsanitary. Home in blight condition.	09/08/2011 Condemned house/garage. 09/12/2011 Notice and Order mailed to owner(s). Owner given 5 days to obtain permit or provide plans for repairs and 28 days to demolish. 10/10/2011 Reinspection conducted; no progress on repairs, remains dangerous and unsafe. 10/27/2011 Staff recommended UPHOLDING Notice and Order. 10/27/2011 Board UPHELD Notice and Order, bids for demolition to be requested. Permit Information: No permits issued to date. Current Status: Building Board UPHELD Notice and Order, bids for demolition awarded 02/17/2012.

CITY OF JACKSON

CONDEMNED PROPERTIES 2011

(Dangerous and Unsafe)

Property Address (Stencil #)	Date and reason for condemnation	Summary of Activities and Building Code Board of Appeals actions
116 W Mason St (4-0122) Alexander Bodo Jr Estate House 2010 taxes delinquent – in forfeiture	12/05/2011 Open and accessible and interior of of structure has been demolished.	12/05/2011 Condemned house. 12/07/2011 Notice and Order mailed to owner(s). Owner given 7 days to pull permit and 14 days to demolish structure.. 01/26/2012 Staff recommended UPHOLDING Notice and Order. 01/26/2012 Board UPHELD Notice and Order, bids for demolition to be requested. Permit Information: No permits issued to date. Current Status: Building Board UPHELD Notice and Order, bids for demolition to be requested 02/27/2012.
605-07 S Mechanic St (5-0212) Rose City Investments (New Owner 10/2011) First National Bank of America House	10/21/2011 Meth lab being operated from home. Unsafe/unsanitary living conditions. Home in blight condition.	10/21/2011 Condemned house. 10/26/2011 Notice and Order mailed to owner(s). Owner given 7 days to secure permit and 28 days to demolish. 12/15/2011 Staff recommended UPHOLDING Notice and Order. 12/15/2011 Board UPHELD Notice and Order, bids for demolition to be requested. Permit Information: No permits issued to date. Current Status: Building Board UPHELD Notice and Order, bids for demolition requested 02/28/2012.

CITY OF JACKSON

CONDEMNED PROPERTIES 2011

(Dangerous and Unsafe)

Property Address (Stencil #)	Date and reason for condemnation	Summary of Activities and Building Code Board of Appeals actions
1317 E Michigan Ave (6-0382) Maria E Cervantes/Jose Delossantos Commercial 2009 and 2010 taxes delinquent Owner in bankruptcy	08/31/2011 Roof system rotted with open hole in roof. 1 st and 2 nd floor systems water soaked. Ceilings/walls falling, electrical, mechanical, plumbing systems not operational. Foundation falling at northeast and southwest corners.	08/31/2011 Condemned commercial building. 09/12/2011 Notice and Order mailed to owner(s). Owner given until September 30, 2011, to obtain permit and until October 14, 2011, to demolish. 11/28/2011 Reinspection conducted; remains dangerous and unsafe. 12/15/2011 Staff recommended UPHOLDING Notice and Order. 12/15/2011 Board UPHELD Notice and Order, bids for demolition to be requested. Permit Information: No permits issued to date. Current Status: Building Board UPHELD Notice and Order, bids for demolition requested 02/28/2012.
416 W Monroe St (1-0792) Jennie M Crittendon Etal Garage 2010 taxes delinquent	08/27/2011 Garage roof is rotting, deck is rotted off and foundation is falling.	08/27/2011 Condemned garage. 08/29/2011 Notice and Order mailed to owner(s). Owner given until September 7, 2011, to pull permit and until September 27, 2011, to demolish garage. 09/30/2011 Reinspection conducted; remains dangerous and unsafe. 11/17/2011 Staff recommended UPHOLDING Notice and Order. 11/17/2011 Board UPHELD Notice and Order, bids for demolition to be requested. Permit Information: No permits issued to date. Current Status: Building Board UPHELD Notice and Order, bids for demolition to be requested 12/19/2011.

CITY OF JACKSON

CONDEMNED PROPERTIES 2011

(Dangerous and Unsafe)

Property Address (Stencil #)	Date and reason for condemnation	Summary of Activities and Building Code Board of Appeals actions
301 W Morrell St (4-1184) Chemkimich Realty Holdings LLC House	12/12/2011 Open and Accessible. Front porch floor/roof rotted and collapsing. Utilities stripped to interior. Chimney falling.	12/12/2011 Condemned house. 12/13/2011 Notice and Order mailed to owner(s). Owner given 10 days to pull permit and 30 days to demolish.
2009 and 2010 taxes delinquent – in forfeiture		Permit Information: No permits issued to date. Current Status: Publication required. Property scheduled for the April Building Code Board of Appeals meeting.
303 W Morrell St (4-1184.1) Todd Smith House	12/12/2011 Dilapidated 2 nd story stairs. Open window on east. Front porch collapsing. Structure blight condition.	12/12/2011 Condemned house. 12/13/2011 Notice and Order mailed to owner(s). Owner given 10 days to pull permit and 30 days to demolish.
2009 and 2010 taxes delinquent – in forfeiture		Permit Information: No permits issued to date. Current Status: Publication required. Property scheduled for the April Building Code Board of Appeals meeting.
341 W Morrell St (4-1188) Ollie Wilkie Jr House/Garage	12/19/2011 House framing is incomplete. Structural framing/sheathing exposed to the elements.	12/19/2011 Condemned house/garage. 12/30/2011 Notice and Order mailed to owner(s). Owner given 10 days to pull permit and 30 days to demolish structure and accessory structure.
		Permit Information: No permits issued to date. Current Status: Property scheduled for the March Building Code Board of Appeals meeting.

CITY OF JACKSON

CONDEMNED PROPERTIES 2011

(Dangerous and Unsafe)

Property Address (Stencil #)	Date and reason for condemnation	Summary of Activities and Building Code Board of Appeals actions
1018 Pigeon St (5-1041) Linda F Young House/Garage	08/27/2011 House open and accessible; windows broken out. Garage dilapidated and leaning to the north.	08/27/2011 Condemned house/garage. 08/29/2011 Notice and Order mailed to owner(s). Owner given until September 7, 2011, to pull demolition permit and until September 27, 2011, to demolish structures. 11/28/2011 Reinspection conducted; remains dangerous and unsafe. 12/15/2011 Staff recommended UPHOLDING Notice and Order. 12/15/2011 Board continued until the January Board meeting. 01/26/2012 Staff recommended UPHOLDING Notice and Order. 01/26/2012 Board UPHELD Notice and Order, bids for demolition to be requested. Permit Information: No permits issued to date. Current Status: Building Board UPHELD Notice and Order, bids for demolition to be requested 02/27/2012.

CITY OF JACKSON

CONDEMNED PROPERTIES 2011

(Dangerous and Unsafe)

Property Address (Stencil #)	Date and reason for condemnation	Summary of Activities and Building Code Board of Appeals actions
1025 Pigeon St (5-1020) State of Michigan DNR House George/Elnora Hardman (Owners) 2007, 2008,2009 and 2010 taxes delinquent – in forfeiture	09/02/2011 Front porch dilapidated and settled. Chimney is pulling away from house. Foundation is crumbling, back porch collapsing.	09/02/2011 Condemned house. 09/12/2011 Notice and Order mailed to owner(s). Owner given 5 days to obtain permit and 14 days to demolish. 09/26/2011 Reinspection conducted; remains dangerous and unsafe. 10/27/2011 Staff recommended UPHOLDING Notice and Order. 10/27/2011 Board UPHELD Notice and Order, bids for demolition to be requested. 11/08/2011 Error with ownership. Property is owned by George/Elnora Hardman. Retailed Notice and Order to owner. Given 5 days to obtain permit and 14 days to demolish. 01/26/2012 Staff recommended UPHOLDING Notice and Order. 01/26/2012 Board UPHELD Notice and Order, bids for demolition to be requested. Permit Information: No permits issued to date. Current Status: Building Board UPHELD Notice and Order, bids for demolition to be requested 02/27/2012.
311 W Washington Ave (4-0286) Community Home Ownership Stairs 2009 and 2010 taxes delinquent – in forfeiture	09/23/2011 Stairs are unsafe; treads rotted, broken, open guardrails, weathered stair stringers.	09/23/2011 Condemned stairs. 09/27/2011 Notice and Order mailed to owner(s). Owner given 3 days to pull permit and 7 days to complete repairs. 12/16/2011 Reinspection scheduled. 01/26/2012 Staff recommended UPHOLDING Notice and Order. 01/26/2012 Board UPHELD Notice and Order, bids for demolition to be requested. Permit Information: 09/29/2011 Building permit issued; no inspections. Current Status: Building Board UPHELD Notice and Order, bids for demolition to be requested 02/27/2012.

CITY OF JACKSON

CONDEMNED PROPERTIES 2011

(Dangerous and Unsafe)

Property Address (Stencil #)	Date and reason for condemnation	Summary of Activities and Building Code Board of Appeals actions
403-05 W Washington Ave (3-0033) Citizens Bank House	12/12/2011 Front two story brick porch falling to northeast corner. Brick pulled wavy from home, falling to north street side. Brick stairway side wall to west pulling apart.	12/12/2011 Condemned house. 12/13/2011 Notice and Order mailed to owner(s). Owner given 10 days to pull permit and 30 days to demolish. 01/26/2012 Staff recommended UPHOLDING Notice and Order. 01/26/2012 Board UPHELD Notice and Order, bids for demolition to be requested. Permit Information: 02/29/2012 Demolition permit issued; no inspections. Current Status: Building Board UPHELD Notice and Order, bids for demolition to be requested 02/27/2012.
1125 Woodbridge St (4-1148) Richard O'Boyle House/Garage	09/28/2011 Front porch collapsed at front supports, leaning 8" pulling from house. Eaves and soffits rotted/falling, holes in soffit. Hole through rear wall doors boarded.	09/28/2011 Condemned house/garage. 10/04/2011 Notice and Order mailed to owner(s). Owner given 21 days to obtain permit or provide plans for repairs and 45 days to demolish. 12/16/2011 Reinspection scheduled. 01/26/2012 Staff recommended UPHOLDING Notice and Order. 01/26/2012 Board UPHELD Notice and Order, bids for demolition to be requested. Permit Information: No permits issued to date. Current Status: Building Board UPHELD Notice and Order, bids for demolition to be requested 02/27/2012.
2010 taxes delinquent		

CITY OF JACKSON

HAZARDOUS PROPERTIES

(Secured and Released)

Property Address (Stencil #)	Date of Complaint	Date Referred to DPW or Contractor	Date Secured
518 Oakhill Ave (2-0957) Jacqueline Carter House	02/13/2012	03/01/2012	
653 Oakhill Ave (2-1063) Jacqueline Carter House	02/13/2012	03/01/2012	
115 W Prospect St (5-1529) Southwest Plaza LLC Commercial	02/29/2012	03/01/2012	

CITY OF JACKSON

UNFIT FOR HUMAN HABITATION

(Notice to Vacate)

Property Address (Stencil #)	Reason Vacated	Date of Complaint	Date Vacated	Reported by	Vacated by	Date Released
=====						



Department of Community Development Building a Stronger Community

161 W. Michigan Avenue • Jackson, MI 49201-1303
Telephone (517) 788-4060 • Facsimile (517) 780-4781

CITY COUNCIL MEETING March 13, 2012 Consent Calendar

TO: Honorable Mayor and City Councilmembers

FROM: Patrick H. Burtch, Deputy City Manager/Community Development Director

SUBJECT: Receipt of the 2012-2013 Draft Action Plan and Authorization to Make Available for Public Comment

MOTION

Receive the 2012-2013 Draft Action Plan and authorize dissemination for the 30-day public comment period between March 20 and April 20, 2012.

Under HUD's entitlement program, the City of Jackson is required to submit an annual Action Plan as an application and update to the 2010-2014 Five-Year Consolidated Plan. The Action Plan is used to summarize the actions, activities and programs to be financially supported with CDBG and HOME funds during the next year to address the priority needs and specific objectives identified in the Consolidated Plan, as well as certain other program requirements. Because the funding priorities have changed since the Consolidated Plan was submitted and approved by HUD, the Action Plan also contains a Substantial Amendment to include funding of the Neighborhood Economic Stabilization Demolition program.

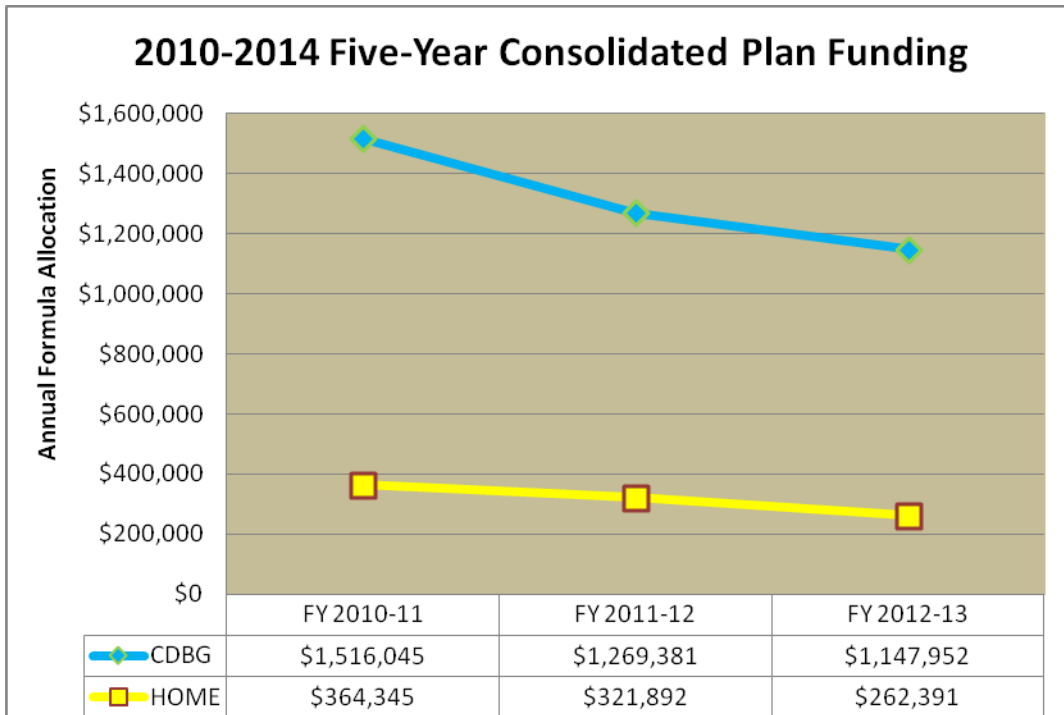
Attached is the draft 2012-2013 Action Plan, which was prepared using diverse resources, including consultation with various community organizations, HUD regulations, and an assortment of available data about the City. The allocation of funds in the Action Plan reflects the City Council's preliminary allocations made during its regular meeting on February 21, 2012. Upon City Council's authorization, the draft Action Plan will be made available at City Hall, the Jackson District Library's Carnegie Branch, Reed Manor, Shahan-Blackstone North, Chalet Terrace, and on the City's website for public review.

Final allocations of the 2012-2013 CDBG and HOME funds will take place on April 24, 2012. The Action Plan may undergo minor modifications during the 30-day comment period, such as inclusion of various tables, graphs and maps to provide a more thorough picture of Jackson's needs; however, the basic intent will remain the same. At the conclusion of the 30-day comment period, any oral or written remarks received from the public will be incorporated into the Action Plan and submitted to City Council at its May 8, 2012 regular meeting for authorization to submit to HUD.

Executive Summary

The City of Jackson presents this One-Year Action Plan as the third year of its 2010-2014 Five-Year Consolidated Plan and covers the period of July 1, 2012 through June 30, 2013, also referred to as Program Year (PY) 2012 or Fiscal Year (FY) 2012. PY 2012 represents the City's 38th consecutive year to receive a Community Development Block Grant (CDBG) formula allocation as an entitlement community and 21st year to receive a HOME Investment Partnerships Program (HOME) formula allocation as a participating jurisdiction.

Since the beginning of the 2010-2014 Five Year Consolidated Plan, the City has received consecutively lower grant amounts to invest in the community:



As demonstrated above, CDBG funds declined more than 24% and HOME funds dropped 28% in two funding cycles, significantly diminishing the City's ability to improve neighborhood housing and living conditions.

Since 2009, City Council has worked to overcome several obstacles relating to the leadership and the local economy:

Resignation of the City Manager – from October 2009 until June 2011, the City was without a permanent leader, but progressed under the tutelage of two Interim City Managers. On June 1, 2011, the current City Manager, Laurence Shaffer, assumed leadership of the City.

Election of a new mayor – Karen Dunigan took office in December 2009 with little prior political experience and required significant training to become more knowledgeable about various ordinances, rules, and regulations. Ms. Dunigan

was defeated in November 2011 and Mayor Martin J. Griffin was installed in December 2011. Mayor Griffin has significant political experience, having previously served as Jackson's Mayor from 1995 to 2006, and also as a Michigan State Representative for four years.

General Fund concerns – like many Michigan communities, the focus of City leaders was to stabilize the City's General Fund. Several factors, such as reduced state revenue sharing, and income and property taxes, resulted in near bankruptcy conditions. During the tenure of the second interim City Manager, drastic measures were taken to balance the General Fund, including employee layoffs.

Comprehensive Plan – in 2010, the City adopted an updated Comprehensive Plan prepared by Region II Planning Commission; however, the Plan merely updated the 2003 Comprehensive Plan for the City of Jackson. Current administration has discussed the need for a complete overhaul of the City's Comprehensive Plan to provide more visioning for economic stabilization and focus on the factors which will provide the City with positive outcomes.

Community Development Director – in November 2010, the Community Development Director was terminated. City Council immediately began a search to fill the position as well as the City Manager position.

In May 2011, Patrick H. Burtch was hired as the Deputy City Manager/Community Development Director. Mr. Burtch's previous employment was the Village Manager of Dundee, Michigan for more than a period of 22 years. Dundee accomplished significant economic growth, including the opening of over 15 manufacturing plants exceeding a total investment of \$100 million, the opening of Cabela's 275,000 square foot retail showroom in 2000, and the \$1.5 billion Global Engine Manufacturing Alliance (GEMA) plant, jointly managed by Chrysler Group, Hyundai Motor Company and Mitsubishi Motors Corporation, in 2005. Together, Cabela's and GEMA employ hundreds of people in southeastern Michigan and northern Ohio. The development and opening of Cabela's and GEMA provided the impetus for additional growth in Dundee, including hotels, restaurants, and major infrastructure improvements, and enriched formerly impoverished neighborhoods, unseen in most other Michigan communities during the same time period.

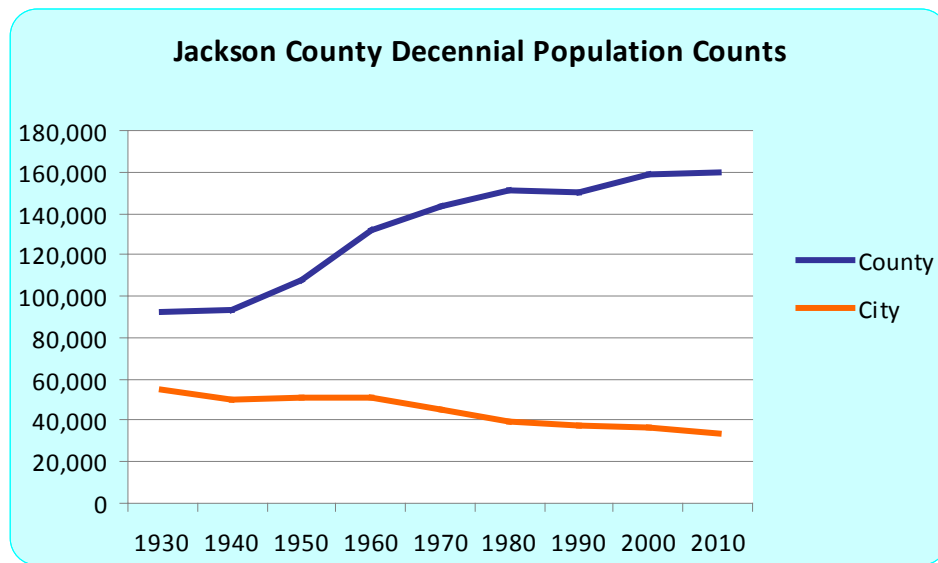
City Council also hired a permanent City Manager, Laurence Shaffer, who began his tenure in June 2011. Since 1996, Mr. Shaffer has served as a Town Administrator or Manager in Amherst, MA, Vernon, CT, and Durham, NH, bringing with him significant grant experience with HUD EDI, EPA Brownfield Assessment and Cleanup, Rural Development Agency, Small Cities Program, HUD 312, and UDAG. Some of Mr. Shaffer's past accomplishments include a \$15 million sewer project, \$90 million public improvement bonds, and administering TIF financing for a 500 acre corporate park.

In the short time they have been with the City of Jackson, Mr. Shaffer and Mr. Burtch have been able to facilitate a rise in employee morale, bring various departments together to work more cohesively, and have spearheaded a new initiative to improve the overall economy in Jackson. The preliminary phases of the overall Economic Stabilization Program will concentrate on neighborhood stabilization, which includes, but is not limited to, the overall reduction of vacant, non-owner occupied structures and units, redirect the City's garbage and blight

enforcement efforts, utilize a much more targeted effort for rehabilitation of single family homes, and initiate a specific asset management plan that reflects the reality of Jackson’s overall housing conditions. CDBG and HOME funds will provide the initial and sustained momentum for revitalization.

General Demographic Information

Jackson County is strategically located in south-central Michigan at the crossroads of two major highways, Interstate 94 and US-127, and also by state highways M-50, M-60 and M-106. Lansing, the capital of Michigan, is located less than an hour’s drive north, Detroit approximately 70 miles to the east, and Chicago approximately 200 miles to the west. An historical review of Jackson County’s population concentrations and trends confirm the migration of people from the urban core of the City into the surrounding suburban and rural townships, especially since the 1960 Census. In 1930, 60% of Jackson County’s population lived within the 11 square mile confines of the City of Jackson; 80 years later, only 21% of the total county population lives in the City. During the past 50 years, Jackson County’s population grew by 17.6% while the City lost 33.9% of its residents.



As illustrated in the table below, Jackson’s population has also grown more diverse over 20 years. While the racial makeup of the City remains mostly White and Black or African American residents, the number of White residents has decreased while the number of Black or African American inhabitants has increased, as has the number of persons claiming heritage from two or more races or with a Hispanic or Latino background.

Race	1990 Census	2000 Census	2010 Census
White	80.2%	73.9%	71.4%
Black or African American	17.7%	19.7%	20.4%
Two or More Races	n/a	3.7%	5.5%
Ethnicity			
Hispanic/Latino	2.5%	4.0%	5.3%

Lack of employment remains a big concern for Jackson residents. While the annual jobless rate in the City has shown consecutive improvement since 2009, it continues to be significantly higher than Jackson County, the state of Michigan, and the United States.

	Annual Jobless Rates			
	2008	2009	2010	2011
United States	5.8%	9.3%	9.6%	8.9%
State of Michigan	8.3%	13.3%	12.5%	10.4%
Jackson County	8.4%	13.1%	12.6%	9.9%
City of Jackson	12.1%	18.6%	17.9%	14.3%

Economic recovery cannot necessarily be assumed because unemployment percentages have fallen across the board for two consecutive years. The Bureau of Labor Statistics (BLS) defines unemployment as people who “do not have a job, have actively looked for work in the prior four weeks, and are currently available for work.” Most people leave the labor force when they retire, go to school, have a disability that keeps them from working, or have family responsibilities. Others may feel they can’t get work so stop looking and are then classified as discouraged workers and the BLS removes them from both the unemployment statistics and labor force. Further, September 6, 2011, Governor Snyder signed into law a stricter, four-year limit on cash welfare benefits. From October 1, 2011 to February 29, 2012, 90 individuals in Jackson County have lost their cash assistance due to the 48 month lifetime limit.

Correlative to the joblessness plaguing Jackson’s workforce is the increasing number of persons living below the poverty level. The 2008-2010 American Community Survey Table S1701: Poverty Status in the Past 12 Months estimates 31.9% of the City’s population lives below the poverty level, 2.9 percentage points more than the estimate contained in the 2006-2010 American Community Survey. The Overall Low/Mod Income Summary Data (LMISD) issued by HUD for 2011 reveals the entire City of Jackson consists of 55.6% low- and moderate-income individuals and families. Considering this data has not changed since the Overall LMISD published for 2009, it is conceivable the percentage of low- and moderate-income individuals and families has increased.

In the time span between the 2000 Census and the 2010 Census, the City had 1.4% more total housing units reported, but occupied housing units fell by 6.5% while the number of vacant or abandoned units more than doubled.

	2000 Census		2010 Census	
	Number	Percent	Number	Percent
Total Housing Units	15,241	100.0%	15,457	100.0%
Occupied Housing Units	14,210	93.2%	13,294	86.0%
Owner Occupied	8,181	57.6%	7,004	52.7%
Renter Occupied	6,029	42.4%	6,290	47.3%
Vacant Housing Units	1,031	6.8%	2,163	14.0%

The total number of housing units has shown less than a 2% fluctuation over the past 40 years while population has fallen nearly 40% during the same time. The oversupply of housing within the City caused housing values to drop and allowed for real estate investors to purchase single

family homes and convert them to rental units, many times dividing a home into two or more housing units.

Grant Administration

Grant Programs

The City of Jackson's annual formula allocations received from the U.S. Department of Housing and Urban Development (HUD) for Program Year 2012 are as follows:

Community Development Block Grant		\$1,222,952
2012 Entitlement	\$1,147,952	
Program Income (estimated)	75,000	
HOME Investment Partnerships Program		\$262,391
2012 Entitlement	\$262,391	

Program Purpose and Objectives

The Community Development Block Grant (CDBG) program is authorized under Title I of the Housing and Community Development Act of 1974, as amended, which has a primary objective of developing viable urban communities. These viable communities are achieved by providing the following, principally for persons of low- and moderate-income:

- ❖ Decent housing;
- ❖ A suitable living environment; and,
- ❖ Expanded economic opportunities.

The HOME program was created by the National Affordable Housing Act of 1990, as amended. The intent of the HOME program is to provide decent affordable housing to lower-income households, expand the capacity of non-profit housing providers, strengthen the ability of state and local governments to provide housing, and leverage private-sector participation.

Match Requirements

All participating jurisdictions must contribute 25% of every dollar in HOME funds as a means to mobilize community resources in support of affordable housing. The HOME statute provides for a reduction of the matching contribution requirement under three conditions: fiscal distress, severe fiscal distress, and for Presidentially-declared major disasters covered under the Stafford Act. The City of Jackson continues to receive a 100% exemption from HOME match requirements due to fiscal/severe fiscal distress; the CDBG program has no match requirements.

Income Limits

Both the CDBG and HOME grants require certain thresholds be met to provide assistance to the City's lower income community. Local income limits are published annually by HUD based on estimates of median family income with adjustments based on family size. The following table provides the current income guidelines for Jackson, effective December 1, 2011:

2012 Area Median Income (AMI) Limits

% of Median	Limit per Number of Persons in Household							
	1	2	3	4	5	6	7	8
30%	\$12,950	\$14,800	\$16,650	\$18,500	\$20,000	\$21,500	\$22,950	\$24,450
50%	\$21,600	\$24,650	\$27,750	\$30,800	\$33,300	\$35,750	\$38,200	\$40,700
60%	\$25,920	\$29,580	\$33,300	\$36,960	\$39,960	\$42,900	\$45,840	\$48,840
80%	\$34,550	\$39,450	\$44,400	\$49,300	\$53,250	\$57,200	\$61,150	\$65,100
100%	\$43,200	\$49,300	\$55,500	\$61,600	\$66,600	\$71,500	\$76,400	\$81,400

References to income levels are as follows:

Extremely low-income	Individuals/families earning 30% AMI or less
Low-income	Individuals/families earning 31% to 50% AMI
Moderate-income	Individuals/families earning 51% to 80%

At least 70% of CDBG activities must provide a benefit to low- and moderate-income beneficiaries (80% of AMI). Since 2006, the City has funded programs and projects that reported outcomes benefitting no less than 90% low- and moderate-income clientele. A low/mod area is a defined, primarily residential area where at least 51% of the residents are low- and moderate-income persons. HOME requires 100% of funds made available to homeownership activities be invested in dwelling units occupied by households that qualify as low-income families, and not less than 90% of families receiving rental assistance have annual incomes that do not exceed 60% AMI.

Section 8 / McKinney-Vento Homeless Assistance

The City of Jackson does not receive a direct allocation of either Section 8 or McKinney-Vento Homeless Assistance funds. The Jackson Housing Commission administers Section 8 and other funds available to public housing authorities, such as capital improvement funds.

The McKinney-Vento Homeless Assistance Act ensures educational rights and protections for children and youth experiencing homelessness. The Jackson County Intermediate School District received \$74,577 in McKinney-Vento funds for the 2011-2012 school year, which is distributed among 14 school districts in the county. A large portion of the funds are used for transportation; however, schools also purchase items such as school supplies, food, and eyeglasses.

Managing the Process

The City of Jackson, through its Community Development Department, acts as lead agency for CDBG and HOME funding and administers the programs covered by the Consolidated Plan and this Action Plan. The Community Development Department is also charged with carrying out several of the funded activities. Various other City departments will conduct the balance of programs and projects under written agreements.

Plan development steps included:

- ✓ Research and analysis of 2000 and 2010 Census data, 2006-2010 and 2008-2010 American Community Survey estimated data, and various other reports as noted throughout the Plan;

- ✓ Consultation with community organizations, non-profit service providers, Public Housing Authority, Jackson County Continuum of Care, and other such entities;
- ✓ Analysis of various other planning documents pertinent to the City to target common objectives;
- ✓ Public hearing to receive citizen input on housing and community development needs;
- ✓ Public comment period;
- ✓ City Council approval of the Action Plan.

Consultation with community organizations included, but was not limited to:

Housing

Community Action Agency
 Jackson Affordable Housing Corporation
 Jackson Housing Commission
 Michigan Prisoner Re-Entry Initiative
 disAbility Connections
 AWARE, Inc.
 Jackson Interfaith Shelter
 Homeless Veterans Program
 Jackson County Land Bank Authority

Social Service Agencies

The Salvation Army
 LifeWays Community Mental Health
 Training & Treatment Innovations
 South Central Michigan Works!
 Jackson County Intermediate School District
 Segue, Inc.
 Department of Human Services
 United Way of Jackson County
 Do'Chas II
 Central Michigan 2-1-1

Input from the organizations listed above was obtained in various ways, from one-on-one discussions or e-mail exchanges with specific providers to roundtable discussions at various community meetings attended by these agencies. The programs and services these agencies provide are integral to offering a full spectrum of assistance to the community in addition to the resources available from the City.

The City, Jackson County Treasurer, and Jackson County Land Bank Authority have initiated steps to manage properties the County receives through tax foreclosure. Together, these entities plan to collaborate on properties within the City limits to determine the best course of action, which may include demolition, rehabilitation, or sale to the public.

The Jackson City Council conducted a public hearing on January 24, 2012 to seek public input on community development and housing needs before writing this Action Plan. Comments received at that public hearing were from the agencies applying for funds, enabling them to give an oral presentation of their application and reiterate the need to financially support their proposed projects.

Citizen Participation

The City encourages all citizens to participate in not only the CDBG/HOME planning process, but in all processes of the local government. At the beginning of each City Council meeting, citizens are allowed time to address the Mayor, City Manager, Councilmembers and department heads on matters that concern them. Council meetings are held on the second floor of City Hall, which can accommodate persons with disabilities. Meetings are shown live on a local public access television station, JTV, which also replays the meetings at various other times throughout the week.

A flyer announcing a public hearing on January 24, 2012 was created to specifically solicit

citizen input for the planning and allocation phases of the Annual Action Plan development, and was posted at the following locations:

- ✓ City Hall – two on the entrance doors, one in the Community Development Department lobby, and one in Council Chambers during the January 10, 2012 City Council meeting
- ✓ Jackson Housing Commission – two copies posted at each public housing complex – Shahan-Blackstone North Apartments, Chalet Terrace, and Reed Manor.
- ✓ Jackson County Department of Human Services
- ✓ Community Action Agency
- ✓ The Salvation Army

Notice of the public hearing to receive citizen comments on housing and community development needs was also published on January 14, 2012, in the *Jackson Citizen Patriot* (local daily paper) and on January 18, 2012 in *The Jackson Blazer*, a local bi-weekly publication spotlighting community and neighborhood events. A summary of citizen comments is attached as **Appendix A**.

Per HUD regulation, a draft Action Plan was released for a 30-day public comment period beginning March 20, 2012. A notice of availability was published in the *Jackson Citizen Patriot* on <date> and in *The Jackson Blazer* on <date>. A printed copy of the Action Plan was made available for review at City Hall in both the Clerk's Office (first floor) and Community Development Department (3rd floor), the Jackson District Library Carnegie Branch, and the three public housing complexes, Reed Manor, Shahan-Blackstone North, and Chalet Terrace. An electronic version of the Action Plan was also made available on the Community Development Department's website.

Institutional Structure

Development of the Action Plan involved a collaborative effort of the public and private sector, non-profit agencies, community members and other similar entities and organizations.

Public Institutions

The City of Jackson's Charter establishes the City to be a council-manager municipality, with all powers of the City being vested in the Council. The City Council is made up of seven persons, six of whom serve a particular ward of the City, and the Mayor. The Mayor is an elected official voted in by a majority of City registered voters and serves for two years. Individual councilmembers are elected by a majority of electors in the particular Ward they represent and serve for four years. The Mayor is the chief executive officer of the City without administrative duties, but serves as the official head of the City for ceremonial services, presiding officer of City Council, appoints all members to boards, commissions, authorities and other agencies (subject to City Council confirmation), possesses emergency powers and authority expressly granted by state law, and signs all ordinances, contracts, resolutions, proclamations, and other City documents required by ordinance. The City Manager is appointed by City Council and is the chief administrative officer, having charge of municipal affairs under the direction of City Council.

The Community Development Department serves many functions for the City, including, but not limited to, administration of HUD grants, blight and housing code enforcement activities, homeowner and emergency hazard rehabilitation, building and trades permitting processes,

planning and zoning, and economic development. Grant administration duties include the financial responsibilities associated with grant activity, such as preparing proper documents for rehabilitation loans; devising contracts and agreements with non-profit organizations and interdepartmental agreements with other City departments; monitoring to ensure compliance with federal regulations; and technical assistance to subrecipients when necessary.

The City has successfully transitioned its zoning and planning efforts from an outside agency, Region 2 Planning Commission (R2PC), to an American Institute of Certified Planners (AICP) certified staff member of the Community Development Department. Having immediate access to a zoning and planning administrator is not only more cost effective, but also cuts down on processing time allowing for ventures to begin sooner. In addition to providing guidance on various day-to-day zoning issues and reviewing site plans, the Zoning and Planning Coordinator staffs the City Planning Commission, the Zoning and Sign Boards of Appeal, and the Historic District Commission.

The City is also developing a cooperative partnership with the Jackson County Treasurer and Jackson County Land Bank Authority to work together concerning the best course of action to take with City properties the County receives through tax foreclosure, most of which are dilapidated, vacant structures for which cost to rehabilitate far exceeds finished residual value.

The Jackson Housing Commission (JHC) is the City's Public Housing Authority (PHA), providing housing and other resources to the community's most disadvantaged residents. The JHC manages three separate public housing complexes providing 503 rental units plus 40 scattered site rental homes.

Non-Profit Entities

It is unfortunate that PY 2012 CDBG and HOME funds will be at all time lows and not allow for discretionary public service allocations to non-profit organizations. In the past, the Jackson City Council relied on non-profit entities to provide its low- to moderate-income residents an affordable, sustainable living environment by allocating public service dollars to assist programs directed at this population. However, the City will continue to support the various missions of the community service providers whenever possible. Community Action Agency (CAA) is the recognized leader in the community in its ability to provide a full array of programs and services to low- and moderate-income residents. The City intends to explore and develop its relationship with CAA to support services related to homeownership and other basic needs in the community, especially activities benefitting residents in the most distressed neighborhoods. CAA has proven its ability to target spending, leverage additional resources, and produce desired results and was selected to conduct Community Housing Development Organization (CHDO) activities with the City's HOME funds.

Community Participation

Various City staff members actively participate on many community-based boards and commissions to remain cognizant of the area's needs. Community Development staff, in particular, is involved with:

- ✓ *Jackson County Continuum of Care* - co-chairperson of the Continuum and a contributor to both the Housing and Discharge Planning pillar groups. The Continuum of Care is made up of approximately 30 agencies and support groups

focused on issues surrounding homelessness.

- ✓ *Income Community Solutions* – a group convened to assist United Way of Jackson County make good decisions for the community based on current conditions.
- ✓ *Emergency Needs Coalition* – meets monthly to provide updates on current community conditions so emergency needs are met. Difficult matters are discussed openly to achieve practical solutions.
- ✓ *Jackson Area Comprehensive Transportation Study* – forum for transportation decision-making and coordinated approach to transportation improvements, including mass transit to low- and moderate-income individuals and families.

While some agencies participate in each of the groups listed above, individual groups include other service providers and community leaders to gain convergence in their particular focus area. Coordination and collaboration between housing providers, social service agencies, and local government is expected to continue in the coming year.

Monitoring

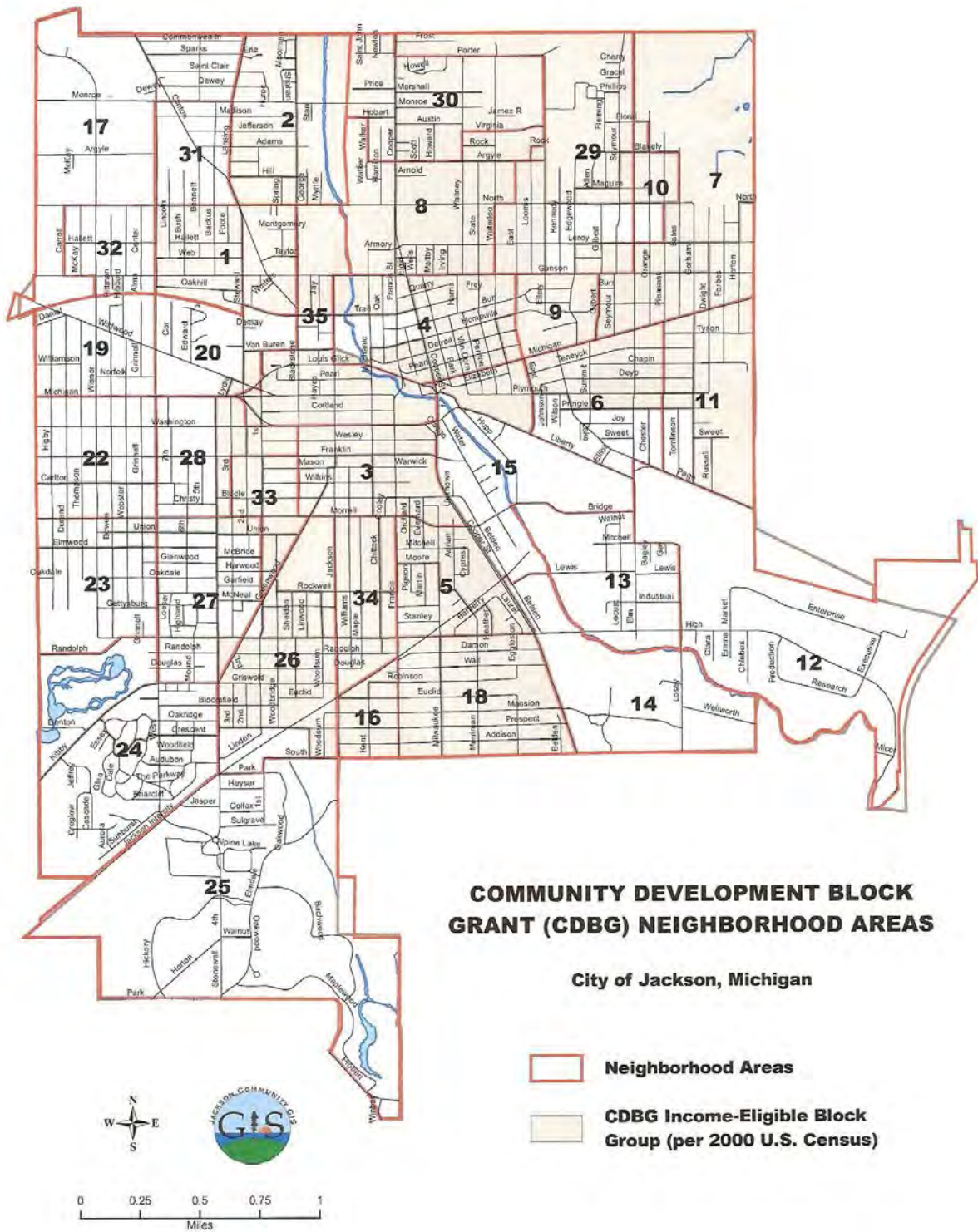
The Community Development Department monitors the City's performance in meeting goals and objectives set forth in the Five-Year Consolidated Plan. Results are reported in the Consolidated Annual Performance and Evaluation Report (CAPER), which is submitted by September 30 of each year.

Internal fiscal controls are in place and generate accounting system reports that are regularly reviewed by Community Development staff. These reports identify the dollar amount allocated, the amount obligated and the amount expended. Timeliness of expenditures is monitored regularly to ensure compliance with HUD regulations. Reimbursement requests received from subrecipients are reviewed for eligibility and adequate source documentation. Staff reviews the Grantee Summary Activity Report (PR08) monthly as another measure to meet timeliness issues.

During review of applications through an annual competition for grant funds, a risk analysis is conducted of the potential recipient of grant funds. Based on that risk analysis, prospective organizations are assessed for strengths and weaknesses in order to develop support mechanisms to enhance program delivery. This assessment takes into consideration the nature and eligibility of the activity, whether it is a duplicative service conducted by another agency in a more efficient manner, whether the proposed plan for carrying out the activity is realistic, the organization's capacity to conduct the activity in a timely fashion, and also for the possibility of any conflicts of interest.

During a program year, Community Development staff conducts quarterly desk reviews of performance reports required to be filed by subrecipients of CDBG funds. From those desk reviews, staff is able to determine if a project is on track or when it is expected to begin. Individual agencies may receive one-on-one technical assistance meetings to help explain different aspects of the program and to aid the agency in accomplishing its goals. Each request for reimbursement is required to supply supporting documentation, which is carefully reviewed by more than one staff person before payments are made.

Two staff members conduct annual on-site monitoring of subrecipients receiving grant funds to verify back up documentation to their quarterly reports. This on-site, expanded monitoring is determined based on experience of subrecipient, prior findings, performance reporting issues, or other appropriate areas that may need closer review. While a majority of the City's subrecipients receive very favorable outcomes to the monitoring visits, some issues become apparent requiring an agency to make minor corrective actions or a complete revision of a specific procedure to maintain compliance with program regulations.

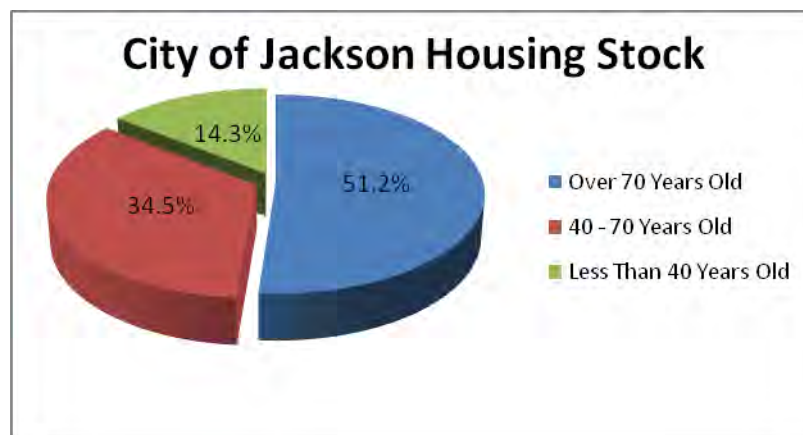


Substantial Amendment to the 2010-2014 Five Year Consolidated Plan

History

Shortly after arriving in Jackson, both the new City Manager, Larry Shaffer, and Deputy City Manager/Community Development Director, Pat Burtch, realized City leaders were trying to manage a downward spiral. The City's population had declined from 55,187 persons (1930 Census) to 33,534 (2010 Census), a loss of nearly 40% of its population, most of which occurred during the past 40 years. For many years Jackson was an industrial and manufacturing community focusing on the automotive industry. When the nation's economy changed in the 1970s and early 1980s, the industrial base eroded as manufacturing plants closed, resulting in thousands of jobs lost and leading to the population decline as workers were forced to move from Jackson to seek stable employment elsewhere.

During the 40 year timeframe between 1970 and 2010, the City's total housing units have only decreased 1.8% from 15,740 units in 1970 to 15,457 units in 2010. Over 85% of the City's housing stock was built before 1970, with over one-half built before 1940.



The overabundance in supply of older housing led to falling sales prices, which encourage real estate investors to purchase and convert large numbers of formerly single-family homes and convert them to two or more rental units. While creating more affordable housing in the short term, the long term impact of the increased supply of rental units caused landlords in the area to decrease their rents in order to attract tenants. As rents decreased, less responsible tenants established residency and oftentimes destroyed what were once suitable living conditions. Blighting conditions began to appear in residential areas and has, over the years, become invasive, strangling once thriving, family-oriented neighborhoods.

The 2008 recession caused a further negative impact on the City's housing stock. In the years preceding the recession, people were buying houses they could not afford as subprime lending allowed homeowners to borrow funds with little money down. When housing prices began to steeply decline in 2006, mortgage holders were faced with owing more money than they could recoup by selling their house, leading many homeowners to walk away and default on their mortgages, resulting in foreclose. The sharp increase in foreclosures, together with a spate of mortgage fraud experienced in the City, reduced population levels, and decreased family size led to a glut of abandoned, vacant homes.

Other conditions leading to a sharp decline in Jackson included:

- Unemployment rates reached a high of over 22% in July 2009 (State of Michigan Labor Market Information – www.michigan.gov/lmi);
- The City is 55.6% low- to moderate-income individuals and families (FY 2011 Overall Low and Moderate Income Summary Data);
- Poverty afflicts 32% of the total population (2008-2010 American Community Survey S1701);
- Housing values are down over 32% since 2007 and projected to reduce an additional eight to ten percent in 2012 (Jackson City Assessor records);
- Over 47% of housing units are non-owner occupied (2010 Census data) and is estimated by the local real estate profession to exceed 52%;
- Significantly increased property tax foreclosures (nearly 600% increase from 2007 to 2011), leading to considerable property tax revenue loss.

In an effort to arrest further decline in housing values and neighborhood vibrancy, Mr. Burtch developed an Overall Economic Stabilization Program. The economic stabilization initiative will be achieved through a multi-phased program, beginning with Jackson Neighborhood Economic Stabilization (JNES). The strategic plans revolve around:

- Employing micro-economic theories, reducing the supply of vacant, abandoned, dilapidated housing through selective demolition, thereby increasing demand, similar to initiatives adopted by many other communities in the state and nationwide;
- Increasing code enforcement, such as rental inspections and blighting violations, implementing a rental registry at the end of March 2012;
- Increasing zoning enforcement to curb illegal uses in all zoning districts, especially in the one- and two-family residential districts;
- Exploring viable waste disposal plans, including city-wide garbage and recycling options to replace the current system of individual property owners self-contracting for garbage refuse service and voluntary recycling;
- Supporting homeownership and single family reversions through strategic housing rehabilitation and limited new construction where practical;
- Managing and right-sizing public infrastructure assets.

Supported by the fact that vacant housing units more than doubled between the 2000 and 2010 Census, the initial phase of JNES will concentrate on removing the excess of empty and derelict housing. In salvageable neighborhoods, select rehabilitation of existing housing and possibly limited new construction opportunities will be examined and weighed against the overall benefit such activities will provide to the area in which they are being considered.

Further, the 2010 Census data indicated that Jackson's renter occupied housing (47.3%) increased and owner occupied housing (52.7%) decreased approximately five percentage points in 10 years. However, observations made by City inspectors, real estate agents, and others directly involved with housing estimate renter occupied housing is well over 52%. Efforts will be made to reduce density in renter-occupied housing units through enhanced zoning enforcement and single family reversions through rehabilitation. Increased code enforcement will also take place to increase the probability neighborhoods will build upon the removal of blighted structures to improve living environments. Cleaner, vibrant neighborhoods may

encourage developers to relocate to Jackson, invest in the community, and eventually improve the local economy.

In order to initiate the JNES program, it is necessary to prepare this Substantial Amendment to the 2010-2014 Five-Year Consolidated Plan.

Prioritization of Activities to be Funded

When the Five-Year Consolidated Plan was written, City leaders intended for street paving/reconstruction efforts to receive high priority annual funding, hoping new curbs and streets in a neighborhood would invite new construction or substantial rehabilitation of housing which, in retrospect, may prove less effective than larger overall economic efforts which is already in the market supply and demand of housing. Unfortunately, the number of residential blocks that could be targeted for reconstruction far outweighs the availability of funds and would take many years to complete. The effectiveness of a limited amount of street reconstruction would be similar to untargeted housing rehabilitation – the cost to build and renovate far exceed the potential appraised value of the proposed development and structure. With the onset of the Jackson Overall Economic Stabilization (JOES) program, there may be instances where sections of streets are no longer needed, can be closed, and returned to green space. Managing public infrastructure assets during the next decade, including other public facility/infrastructure improvements, will become critical to revitalizing Jackson. In other words, Jackson needs to implement a “shrinking city strategy” to stabilize local economic conditions.

Other programs receiving a high priority included rehabilitation, code enforcement, and economic development activities. This Substantial Amendment revises priority funding by reducing street improvements, sidewalks, and other infrastructure from a “high” priority rating to a “medium” priority rating. Likewise, the activity “Clearance and Demolition” will be increased from a “medium” priority rating to a “high” priority rating. Funding economic development activities will remain integral to the overall economic stabilization of the City; however, because there are currently no economic development projects funded or under consideration, the priority rating will be revised to “medium” and potential projects will be reviewed on a case-by-case basis.

Below is revised Table 2B Priority Community Development Needs which will remain in effect through June 30, 2015:

Table 2B - Priority Community Development Needs

Priority Need	Priority Need Level	Priority Need	Priority Need Level
Acquisition of Real Property	Medium	Infrastructure <i>(continued)</i>	
Disposition	Medium	Flood Drainage Improvements	Medium
Clearance and Demolition	Medium -High	Other Infrastructure	High -Medium
Clearance of Contaminated Sites	Medium -High	Public Services (General)	Medium
Code Enforcement	High	Senior Services	Medium
Public Facility (General)	Medium	Handicapped Services	Medium
Senior Centers	Medium	Legal Services	Medium
Handicapped Centers	Medium	Youth Services	Medium
Homeless Facilities	Medium	Child Care Services	Medium
Youth Centers	Medium	Transportation Services	Medium
Neighborhood Facilities	Medium	Substance Abuse Services	Medium
Child Care Centers	Medium	Employment/Training Services	Medium

	Total Estimate	Average Cost per Structure
Rehabilitation	\$42,060,482	\$62,312
Demolition	\$7,403,363	\$10,968

This information easily demonstrates the difficulty faced when considering the option of converting substandard housing into decent, safe, and sanitary living quarters. Estimated costs to rehabilitate the 675 structures are over 82% more costly than to remove the blighting conditions. Approximately 95% of the vacant structures identified to date are candidates for demolition and will be carefully scrutinized on a case-by-case basis of which option best suits the neighborhood where it is sited. However, more than a vast majority of the vacant housing evaluated to date have significant structural defects, have been stripped of major internal systems (i.e., copper plumbing, furnaces, copper wiring), and exhibit accelerated deterioration due to environmental infiltration. Additional interior vandalism further renders these housing units excessively cost prohibitive to repair. Taken into consideration collectively, these factors contribute to both the structural and economic obsolescence of each structure.

The costs to demolish so many older residential properties, which likely include asbestos and lead-based paint requiring expensive mitigation measures, are reaching the point of being cost-prohibitive. If the City were to rely solely on its annual CDBG funding, there may be \$200,000 to \$400,000 per year available for demolition. Using the average demolition cost of \$10,968, the City would only have enough funds to remove 18 to 36 structures annually. If all 675 dwellings were eligible for demolition, it would take 19 to 37 years to complete the project, assuming the City is able to maintain the status quo and no further deterioration would occur. An even worse scenario to consider is how many years it would take to renovate these structures into suitable living quarters.

It is not practical to make a community-altering impact solely utilizing annual entitlement funds. To achieve a significant change to City neighborhoods, leaders project it will take 200 demolitions per year over a five-year period. Funding for this multi-year demolition concept alone will still require more than \$2 million per year to accomplish goals and objectives. Various forms of financing are being considered, including:

- ✓ Section 108 Loan secured with current and future CDBG funds;
- ✓ Federal Neighborhood Stabilization Program (NSP) funding, if the program is continued;
- ✓ Brownfield revolving loan funds from the Jackson Brownfield Redevelopment Authority;
- ✓ Limited-Tax General Obligation (LTGO) or General Obligation (GO) Bonds issued by the City;
- ✓ Investment from public or private property holders
- ✓ General funds, as available.

In anticipation of securing multiple sources of funding, Community Development staff has begun contacting certain property holders such as banks, REO holding companies, and HUD. The City is also developing a cooperative partnership with the Jackson County Treasurer and Jackson County Land Bank Authority to manage properties the County receives through tax foreclosure.

Housing

Specific Housing Objectives

City leaders have stepped back and examined how CDBG and HOME funds have been utilized and their effectiveness in creating vital, stable neighborhoods. Little cohesive effect is recognized and, with dwindling grant allocations received from HUD, it is more important than ever that the money invested in the community provides a significant impact. Considering the average cost to rehabilitate the vacant residential properties evaluated by City inspectors to date, it is easily concluded the City and its CHDO, CAA, must re-evaluate their selection processes for homebuyer rehabilitation. Some neighborhoods have deteriorated so extensively, investing any amount of federal funds towards rehabilitation would be considered wasteful. Currently, the City offers the following rehabilitation loans:

Emergency Hazard (CDBG only) – low- to moderate-income homeowners may apply for 20 year deferred loans up to \$10,000 at zero percent (0%) interest to expeditiously correct hazardous conditions, such as a leaking roof during the rainy season, a furnace in the winter, a water heater, sewer backups, etc. The City anticipates issuing 40 emergency hazard loans to alleviate dangerous conditions during Program Year 2012.

Homeowner Rehabilitation (HOME) –homeowner rehabilitation will be accomplished with HOME funds as CDBG funds dwindle and will be utilized for neighborhood projects other than rehabilitation. Currently the City offers \$20,000 loans to correct housing code violations to low- and moderate-income homeowners at zero percent (0%) interest and deferred for 20 years. Loans to correct lead-based paint issues have no maximum and are forgivable over a five (5) year period.

Homebuyer Rehabilitation (HOME) – the tactical acquisition and rehabilitation of vacant homes to be sold to low- to medium-income homebuyers will be the activity of choice during the startup of the JNES portion of the JOES program. Community Development and CAA staffs will have control of strategic considerations, such as level of rehabilitation required, neighborhood stability, and marketability of the unit once rehabilitation is complete. With this method, low- to moderate-income families will not be confined to distressed neighborhoods, but will have options to live in cleaner, safer areas of the City in which to grow a family. Between homeowner and homebuyer rehabilitation, the City and CAA foresee completion of nine (9) single-family housing units in Program Year 2012.

Although no homebuyer assistance project has been specifically identified, it is the intention of the City to consider offering assistance on a case-by-case basis, especially as a component of homebuyer rehabilitation to aid a low- to moderate-income family secure financing. Community Development staff is also exploring the feasibility of instituting a downtown rental rehabilitation program to create housing units in vacant or unused areas above the first floor of downtown buildings.

Annual Affordable Housing Completion Goals
(HUD Table 3B)

Grantee Name: City of Jackson Program Year: 2012-2013	Expected Number of Units To Be Completed	Resources used during the period			
		CDBG	HOME	ESG	HOPWA
BENEFICIARY GOALS (Sec. 215 Only)					
Homeless households	0	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Non-homeless households	0	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Special needs households	0	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Total Sec. 215 Beneficiaries*	0	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
RENTAL GOALS (Sec. 215 Only)					
Acquisition of existing units	0	<input type="checkbox"/>	<input type="checkbox"/>		<input type="checkbox"/>
Production of new units	0	<input type="checkbox"/>	<input type="checkbox"/>		<input type="checkbox"/>
Rehabilitation of existing units	0	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Rental Assistance	0	<input type="checkbox"/>	<input type="checkbox"/>		<input type="checkbox"/>
Total Sec. 215 Affordable Rental	0	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
HOME OWNER GOALS (Sec. 215 Only)					
Acquisition of existing units	0	<input type="checkbox"/>	<input type="checkbox"/>		
Production of new units	0	<input type="checkbox"/>	<input type="checkbox"/>		
Rehabilitation of existing units	45	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>		
Homebuyer Assistance	0	<input type="checkbox"/>	<input type="checkbox"/>		<input type="checkbox"/>
Total Sec. 215 Affordable Owner	45	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
COMBINED RENTAL AND OWNER GOALS (Sec. 215 Only)					
Acquisition of existing units	0	<input type="checkbox"/>	<input type="checkbox"/>		<input type="checkbox"/>
Production of new units	0	<input type="checkbox"/>	<input type="checkbox"/>		<input type="checkbox"/>
Rehabilitation of existing units	49	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Rental Assistance	0	<input type="checkbox"/>	<input type="checkbox"/>		<input type="checkbox"/>
Homebuyer Assistance	0	<input type="checkbox"/>	<input type="checkbox"/>		<input type="checkbox"/>
Combined Total Sec. 215 Goals*	45	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
OVERALL HOUSING GOALS (Sec. 215 + Other Affordable Housing)					
Annual Rental Housing Goal	0	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Annual Owner Housing Goal	45	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Total Overall Housing Goal	45	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Needs for Public Housing

The Jackson Housing Commission (JHC) is the City's Public Housing Authority (PHA). The JHC manages 543 units of public housing in three Asset Management Projects and a Section 8 program of 475 participants. The mission of the JHC is:

To assist low income families secure safe, decent and affordable housing; create opportunities for resident and participant families to achieve self sufficiency and

economic independence; and assure fiscal and program integrity by all program participants.

To achieve the ideals contained in the mission statement, the JHC set goals and objectives of providing decent, safe and affordable housing; ensuring equal opportunity in housing for everyone; responding to resident requests for maintenance issues in a timely fashion; returning vacated units to occupancy within 25 days; continuing enforcement of its "One Strike" policy for residents and applicants; and improving and/or maintaining financial stability through aggressive rent collections and improved reserve position. The JHC's financial resources include an operating fund, capital fund, dwelling rental income, and Section 8 administrative fees.

After assessing the housing needs of the City and surrounding Jackson County area, JHC has determined that it currently meets, and will continue to meet, the housing needs of the community to the extent practical for a medium-sized agency. In addition, the JHC has:

- No plans to demolish any of its properties. In fact, the JHC plans extensive physical improvements at each location within the next three years. Comments and suggestions from the various Resident Advisory Boards (Shahan-Blackstone, Chalet Terrace, Reed Manor and Section 8) are taken into consideration and, if feasible, implemented.
- A HUD-approved Home Ownership Plan to sell 50 scattered site units to qualifying low- and moderate-income homebuyers. As of June 3, 2008, 10 units had been sold; however, when the housing crisis affected the ability to sell homes, JHC discontinued this program and reconverted these single family homes back into rental units.
- Implemented local preferences to improve the living environment by de-concentration, promoting income mixing, and improving security throughout the developments.
- Created and continues to facilitate self-sufficiency programs to improve resident employability, as well as solicit support services for the elderly and families with disabilities.

The waiting list for Section 8 housing is quite extensive, totaling 1,084 families for 475 units. Of those on the waiting list, 97% are extremely low-income (less than or equal to 30% area media income) households. Unfortunately, the waiting list for Section 8 housing has been closed for more than two years with no plans to reopen in the next year.

Public Housing has a waiting list of 295 families for 543 units and generally experiences an annual turnover of 127 families. The waiting list remains open and active for public housing units. Due to decreased funding, public housing minimum rent was recently increased from \$25 to \$50 per month.

The JHC received \$889,894 in Capital Funds Recovery Grant from the American Recovery and Reinvestment Act of 2009. The 40 single-family scattered site units remaining in the Home Ownership Plan received updates, including new roofs, water heaters, furnaces, windows and doors.

A resident member participates on the JHC Board, and four separate Resident Advisory Boards exist; one at each of the three complexes and one for Section 8. Due to Resident Advisory Board participation, the JHC incorporated certain requests into its annual and five-year plans and will address other requested items through normal operational activities that do not require use of Capital Funds.

Barriers to Affordable Housing

The 2010 Analysis of Impediments to Fair Housing Choice lists the following barriers identified by the Jackson County Continuum of Care's Housing Committee:

- Lack of resources/developers to create more affordable or low-income housing.
- Urban food deserts, which is the lack of grocery stores in low- and moderate-income areas. Residents oftentimes rely on local convenience stores, which generally charge significantly more for an identical item found cheaper in a large grocery store. This also greatly reduces the availability of fresh produce, meat, and bakery items.
- Lack of local banking establishments in low- and moderate-income areas – residents again often rely on convenience stores to cash checks and are either charged a sizeable fee for the service, or are required to purchase a certain amount of goods from the store before it will cash the check.
- Landlords who monopolize available housing, which people in the housing community often refer to as 'slumlords' or 'shady dealers'. Tenants feel they are in a Catch-22 – if they complain to the landlord, their complaint goes ignored; if they complain to the City, they risk the chance of becoming homeless should conditions exist that pose a health and safety hazard for the tenant; landlords may retaliate for complaints made by initiating eviction.
- Landlord foreclosures – tenants are rarely given adequate advance notice to find alternate housing.
- Lack of housing for the working poor (middle income) – those persons who work every day and barely make ends meet, but do not qualify for assistance from the Department of Health and Services, food stamps, childcare, etc.

The Jackson Interfaith Shelter, the largest homeless shelter in the City, identified the following issues:

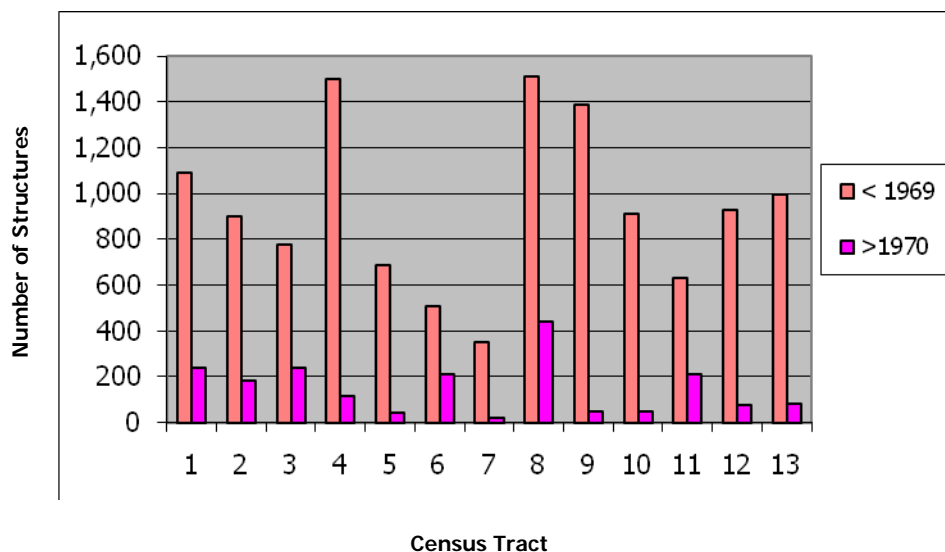
- Lack of jobs available for low- and moderate-income persons in which the potential employee may be able to perform, but is lacking the required experience;
- Unable to afford public transportation or no routes established near work place;
- Unable to afford proper insurance, registration and licensing for their own vehicle;
- Unable to afford vehicle maintenance and repairs.

Further, the Human Relations Commission also indicated a lack of fair housing education and enforcement for several consecutive years has created an environment of potential discrimination issues and lack of understanding in the community. City Inspectors noted large families of five or more persons have difficulty finding housing with enough bedrooms as real estate investors purchased many of the City's larger single-family homes and then converted them into two to four unit apartment buildings. The disabled population faces accessibility issues to affordable scattered site housing, severely limiting their residency choices.

The City of Jackson and its CHDO, CAA, will utilize CDBG and HOME funds in the coming year to improve homeowner or homebuyer housing through its emergency hazard and rehabilitation programs. Supporting these programs will ensure necessary repairs are made to alleviate hazardous conditions in a timely fashion and improve energy efficiency when appropriate. The renter population will continue to benefit from the City's rental inspection program and from the newly enacted "Non-Owner Occupied Residential Property Registry" which will require landlords to register rental units and undergo regular inspections to receive compliance certification.

Lead-Based Paint

According to the Michigan Department of Community Health (MDCH), environmental exposure to lead in amounts sufficient to cause illness and neurological damage in children remains a significant concern in Michigan. Jackson County has been identified as one of fourteen counties in Michigan at high risk for childhood lead exposure and poisoning. Lead-based paint hazards are a major concern for the City's young children and pregnant women as over 85% of all housing was constructed prior to 1970, with over 51% being built before 1940. The 2000 Census indicated all Census tracts within the City of Jackson contain aged housing, as demonstrated below:



As Jackson residents continue to struggle with the local economy, property maintenance and repair are not high on the list of priorities. As properties decline, the risk of exposure to lead-based paint hazards increases.

Housing built prior to 1978 (when federal law banned the use of lead-based paint in residential housing) is considered to be at risk of containing some amount of lead-based paint. The amount of lead pigment in the paint increases with the age of the housing. Housing built before 1950 remains a significant concern for lead poisoning as 1950 is often recognized as the "threshold" to lower levels of lead-based paint. Prior to about 1940, paint typically contained high amounts of lead, often 10 to 50 percent. In the early 1950s, paint industry standards voluntarily called for limiting lead content to 1%. With approximately 66% of the housing stock built prior to 1950, Jackson housing units pose a high risk of containing significant lead-based paint hazards. Young children of very low- and low-income households are most likely to reside in older housing, and are disproportionately at risk of lead poisoning. It is anticipated that units of owner occupied housing will continue to decline and the ratio of rental units will increase due

to the stress of the slow and declining economy. Rental properties make up a large percentage of the City's housing units. If units are not maintained, the risk of young children coming into contact with lead-paint hazards continues to climb.

Since HUD's lead-based paint regulations took effect in September 2000, the City has seen rehabilitation costs increase by 60%. Unfortunately, the City's funding sources did not increase at the same time, making it more and more difficult to have a significant impact on the housing in the community. Because of the age of the housing stock, the homes of all applicants for rehabilitation assistance living in homes built prior to 1978 must be tested for lead-based paint. The State of Michigan has enacted legislation to address lead-based paint issues in the state. The City of Jackson and its subgrantees will continue to incorporate and comply with the Michigan Lead Abatement Act to address lead-based paint issues in the community. The City of Jackson and its subgrantees will also comply with the Federal Environmental Protection Agency (EPA)'s Renovation, Remodeling and Paint Law that took effect on April 10, 2010. This law will require contractors performing remodeling and renovation activities in residential properties and child occupied facilities built before 1978 to be certified and to follow specific work practices to prevent lead dust contamination.

From 2006-2010, the City successfully implemented a Lead Hazard Control Program to address lead-based paint hazards in low-income homes built before 1978. The program tested 215 units and provided lead hazard remediation for 174 units. The City will continue to work with referrals from the Jackson County Health Department to identify clients with lead-based paint hazards that may be eligible for a full housing rehabilitation project. These clients will be able to address their lead-based paint hazards and probable code violations in the same project. The downside to this is the amount of funding available per client. Lead hazard remediation may be expensive and may impact the amount of housing projects that can be accomplished through the allocated funding. For families with a child identified as having an elevated blood lead level, the City will refer the family to the Michigan Department of Community Health's Lead and Healthy Homes Program. While the City of Jackson is not identified within the MDCH work plan as a subrecipient community, it does fall under their "statewide" clause of being allowed to provide assistance based on a child with an identified elevated blood lead level. This will provide some opportunity for families with a lead-poisoned child, but it will not aid in the prevention of childhood lead poisoning.

Non-Homeless Special Needs Housing

Certain subpopulations that are not necessarily homeless require special housing or supportive services. Those subpopulations include the elderly, frail elderly, persons with disabilities, persons with alcohol or other drug addiction, victims of domestic violence, and public housing residents.

On August 15, 2006, the Jackson City Council took action to waive the permit fees for work performed by local non-profit charitable organizations, specifically for handicap-accessible ramps. Since that time, several ramps have been installed for disabled homeowners by disAbility Connections, the Rotary Club, and World Changers. The Council also routinely waives permit fees for World Changers and/or Mission Serve roofing and handicap ramp projects. The City and its subrecipients make every effort during a rehabilitation project to take into account any special needs of the occupants to increase the likelihood of longer-term occupancy and livability.

While a few affordable apartment complexes exist in the City which are equipped to meet needs of the elderly and disabled, they are located within close proximity to each other, limiting location choices especially for the disabled. Some disabled tenants have had success in working with landlords to retrofit a housing unit for accessibility; however, oftentimes once that tenant moves out, the retrofitting is also removed making the unit inaccessible for another potential tenant with disabilities. The City will continue efforts to strategically install handicap accessible sidewalk curb ramps in areas of greatest need.

Families requiring more than two to three bedrooms also have difficulty locating rental housing options. There are many residential structures throughout the City that may at one time have been an option; however real estate investors depleted this stock through the years by converting these larger homes into multi-unit dwellings, usually with only two to three bedrooms per unit. The City is taking steps to enhance its zoning enforcement by identifying and documenting vacant and abandoned homes and should a non-conforming structure not been used for a period of 18 months, it shall be deemed abandoned and the structure then reverts to the uses allowed in that specific zoning district. This would be one way in which the City could return larger single-family dwellings to their original intended use, increasing housing options for families of five or more while decreasing neighborhood density.

Homeless

Specific Homeless Prevention Elements

Since 1994, HUD has been encouraging communities to address the problems of housing and homelessness in a coordinated, comprehensive and strategic fashion. In response, an ad hoc committee of Jackson community agencies formed to address the needs required to maintain and expand affordable housing in Jackson. From that committee, the Jackson County Continuum of Care (CoC) was formed and continues to provide a service to the homeless community in an attempt to strategically end homelessness. The CoC receives both federal and state funding to support and sustain those objectives.

The CoC receives annual allocations of Emergency Solutions Grants (ESG) from the Michigan Housing Development Authority (MSHDA). The CoC most recently allocated \$166,638 in funding through September 30, 2012 as follows:

- \$10,350 to CAA to serve as Grant Fiduciary.
- \$34,400 to CAA to serve as the Housing Assessment and Resource Agency.
- \$54,232 to CAA to provide utility arrearage financial assistance, short term rental arrearages, and rapid re-housing short term rental assistance.
- \$13,200 to Do'Chas II to provide essential services to youth aging out of foster care.
- \$2,018 to The Salvation Army for essential services case management.
- \$44,938 to AWARE, Inc. for operating expenses related to managing an emergency shelter for survivors of domestic violence and sexual assault and essential services case management.
- \$7,500 to the CoC for subcontracting for Exhibit 1 preparation and Point in Time count services.

In December 2011, HUD announced the Jackson CoC will receive \$801,593 in renewal funding for the following supportive housing programs:

Garfield Square Project	\$190,243
Housing Advocacy Program Expansion	\$269,267
Jackson HMIS	\$ 54,932
Jackson Leasing Assistance Program	\$112,876
Jackson Leasing Assistance Program II	\$118,144
Partnership Park Permanent Housing	\$ 56,131

Supportive housing programs develop housing and related supportive services for persons moving from homelessness to independent living. Program funds are to be used to assist homeless people live in a stable place, increase their skills or income, and gain more control over the decisions that affect their lives. Supportive Housing Program funding from HUD is utilized by CAA, Aware, Inc. (in partnership with CAA) and Training and Treatment Innovations (TTI). The renewal grant award allows CAA to continue its two transitional housing programs, which help residents pay for rent for up to two years, and for continued support of five housing units for homeless families in the Partnership Park neighborhood. All three programs assist approximately 60 families per year. A portion of CAA's funding also supports required data collection and reporting through the Homeless Management Information System (HMIS). TTI's grant funding supports its two leasing assistance programs.

City staff actively participates in the CoC as a co-chairperson and as a contributor to both the Housing and Discharge Planning pillar groups. In 2010, the CoC realized its original strategies and goals for ending homelessness in Jackson were not effective and, in light of the ongoing foreclosure crisis, high unemployment rate, and financial decline, began to rework its strategic plan, action plan and 10 year plan. Accomplishment goals of the CoC in 2012 include reviving the Strategic Plan, expand education opportunities for local governments, boards and committees, and improve how individuals and families at need access service.

Following is the most recent information regarding shelter providers in the City:

2011 Continuum of Care Housing Inventory Chart

Emergency Shelters

Provider Name	Facility Name	Family Units	Family Beds	Individual Beds	Total Beds
AWARE, Inc.	AWARE, Inc.	6	22	8	30
Jackson Interfaith Shelter	Jackson Interfaith Shelter	9	45	32	77
Total:		15	67	40	107

Transitional Housing

Provider Name	Facility Name	Family Units	Family Beds	Individual Beds	Total Beds
AWARE, Inc.	Transitional Housing	19	41	3	44
CAA	HAP, Garfield	23	95	2	97
Do'Chas II	Transitional Housing	5	5	0	5
MPRI	Rental Assistance	0	0	25	25
Total:		47	141	30	171

Permanent Supportive Housing

Provider Name	Facility Name	Family Units	Family Beds	Individual Beds	Total Beds
CAA	Partnership Park	5	14	0	14
TTI	TTI	4	9	11	20
Total:		9	23	11	34

Antipoverty Strategy

The 2009 American Community Survey reported 22.9% of all families and 27.2% of all people in the City of Jackson were at or below the federal poverty level. The 2008-2010 American Community Survey (Table S17-01: Poverty Status in the Past Year) provides the following estimated data regarding poverty of families and people whose income in the past 12 months is below the poverty level:

Subject	% Below Poverty
Population for whom poverty status is determined	31.9%
AGE	
Under 18 years	45.1%
Related children under 18 years	44.8%
18 to 64 years	29.7%
65 years and over	11.2%
SEX	
Male	28.9%
Female	34.6%
RACE	
White	24.1%
Black or African American	49.2%
Two or more races	59.7%
EDUCATIONAL ATTAINMENT	
Population 25 years and over	24.4%
Less than high school graduate	47.8%
High school graduate (includes equivalency)	23.3%
Some college, associate's degree	20.1%
Bachelor's degree or higher	9.0%
EMPLOYMENT STATUS	
Civilian labor force 16 years and over	18.5%
Employed	10.5%
Male	8.8%
Female	11.9%
Unemployed	52.9%
Male	36.5%
Female	69.5%
WORK EXPERIENCE	
Population 16 years and over	27.5%
Worked full-time, year round in the past 12 months	4.7%
Worked part-time or part-year in the past 12 months	24.3%
Did not work	45.4%
Unrelated individuals for whom poverty status is determined	
Male	39.9%
Female	40.7%
Worked full-time, year round in the past 12 months	39.3%
Worked part-time or part-year in the past 12 months	1.4%
Did not work	42.9%
Did not work	60.5%

The City of Jackson has neither the resources nor facilities to carry out programs directly targeted at reducing the number of households at or below the poverty level. However, through the use of CDBG and HOME funds, the City offers services and programs to assist its low- and moderate-income residents:

Emergency Hazard (CDBG only) – low- to moderate-income homeowners may apply for 20 year deferred loans up to \$10,000 at zero percent (0%) interest to expeditiously correct hazardous conditions, such as a leaking roof during the rainy season, a furnace in the winter, a water heater, sewer backups, etc.

World Changers (CDBG only) – low- to moderate-income homeowners enjoy the annual visits by World Changers and Mission Serve, similar youth ministries utilizing junior and senior high school students and chaperoning adults from a variety of states converging on Jackson for a week during the summer. While here, the youth provide labor for projects such as roofs, exterior painting and handicap ramps while CDBG funds are used to purchase materials.

Homeowner Rehabilitation (HOME) – most homeowner rehabilitation will be accomplished with HOME funds as CDBG funds dwindle and are available for neighborhood projects other than rehabilitation. Currently the City offers \$20,000 loans to correct housing code violations to low- and moderate-income homeowners at zero percent (0%) interest and deferred for 20 years. Loans to correct lead-based paint issues have no maximum and are forgivable over a five (5) year period.

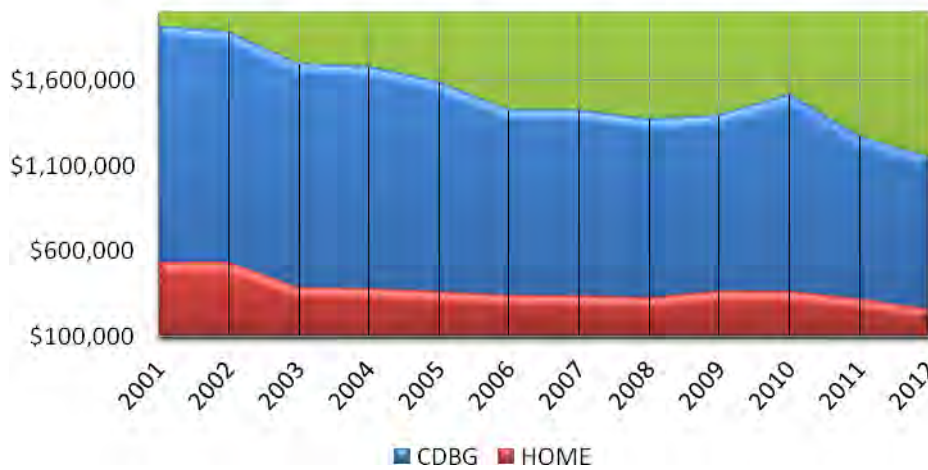
Homebuyer Rehabilitation (HOME) – the tactical acquisition and rehabilitation of vacant homes to be sold to low- to medium-income homeowners will be the activity of choice for the Community Development Department and the City's CHDO, CAA. With this method, low- to moderate-income families will not be confined to distressed neighborhoods, but will have options to live in cleaner, safer areas of the City in which to grow a family.

These local efforts, backed by extremely limited funds, are unlikely to have a significant impact in reducing the number of individuals and families living below poverty level. However, with thoughtful consideration of complementary activities to other programs available in the community, a collaborative effort among all service providers may provide more significant, measurable progress to reducing poverty rates in the City.

Program Specific Requirements

Program Year 2012 is especially challenging for the City of Jackson with the drastic reduction in both CDBG and HOME formula allocations received from HUD. The City will receive 40% less in CDBG funds and 51% less in HOME funds than it did a dozen years ago. As demonstrated in the graph below, grant funding has decreased consistently since 2001 with the exception of an increase in funds in 2010 during the nation's economic recovery efforts. However, in just two years, the City will receive 24.3% less in block grant and 28% less in HOME funds to invest into the community. Grant funding is at the lowest levels the City has seen, which required City leaders to make difficult but necessary cuts to community services.

Annual CDBG/HOME Formula Allocations



Community Development Block Grant

HUD has allocated \$1,147,952 in CDBG funds to the City; coupled with \$75,000 in anticipated program income, the PY 2012 budget is established at \$1,222,952. Even though the City's CDBG program will look different from a social services standpoint, Jackson still anticipates no less than 70%, and more likely 95% to 100%, of the grant funding will be used for activities that provide a benefit to low- and moderate-income persons.

Outcome/Objective Legend			
	Availability/ Accessibility	Affordability	Sustainability
Decent Housing	DH-1	DH-2	DH-3
Suitable Living Environment	SL-1	SL-2	SL-3
Economic Opportunity	EO-1	EO-2	EO-3

Public Service

Project: King Center Summer Youth Program Agency: Parks & Recreation Department	Target Area CT 11	Total Funding \$40,000
		Planned Units
Output: Provide youth a broader view of new experiences, cultural experiences and educational components		400
Indicator: Number of persons assisted with improved access to a service		400
HUD Outcome/Objective: (SL-1) Availability for the purposes of Suitable Living Environment (05D Youth Services 570.201(e), LMC, 01 People)		

Total Allocation to Public Services: \$40,000 (3.3%)

CDBG regulations place a 15% cap on the amount of funding that can be obligated to public service activities. In order to financially support the commencement of the JNES program, City Council determined it would only be able to sustain one project under the public services cap. The King Center Summer Youth Program is a City-sponsored youth program proven to be extremely successful and beneficial to approximately 400 low- and moderate-income City youths. Participants are exposed to cultural and educational field trips, summer reading, life skills learning, and free health and hygiene services. In addition, breakfasts and lunches are provided to the participants, and over 30 college and high school students receive work experience, mentoring and job training while assisting with the program.

Administration and Planning

Project: Administration and Planning Agency: Community Development Department	Target Area n/a	Total Funding \$215,000
		Planned Units
Output: Administration and planning of the CDBG program		n/a
Indicator: none required		
HUD Outcome/Objective: 21A General Program Administration 570.206		

Total Allocation to Administration and Planning: \$215,000 (17.6%)

Under CDBG regulations, costs charged to administrative and planning are subject to a statutory 20% cap. Program administration costs include staff and related costs required for overall program management, coordination, monitoring, reporting and evaluation. Planning costs would include, but are not limited to, studies, analysis, data gathering, preparation of plans, and identification of actions that will implement plans.

Other Projects

Project: Code Enforcement Agency: Community Development Department	Target Area Eligible CDBG areas City-wide	Total Funding \$535,000
		Planned Units
Output: Improved neighborhoods and properties		1,455
Indicator: Number of blight ordinance violations cited, rental inspections conducted, or LMI households assisted		1,455
HUD Outcome/Objective: (SL-3) Sustainability for the purpose of Suitable Living Condition (15 Code Enforcement 570.202(c), LMA, other)		

Project: Neighborhood Economic Stabilization – Demolitions Agency: Community Development Department	Target Area City-wide	Total Funding \$225,952
Output: Demolish vacant, abandoned, severely blighted, and dilapidated housing		Planned Units 15
Indicator: Number of decrepit residential structures removed		15
HUD Outcome/Objective: (SL-3) Sustainability for the purpose of Suitable Living Environment (4 Clearance and Demolition) 570.201(d), LMA, Other)		

Project: Residential Rehabilitation Agency: Community Development Department	Target Area City-wide	Total Funding \$145,000
Output: Improved housing conditions		Planned Units 35
Indicator: Number of LMI households assisted		35
HUD Outcome/Objective: (DH-3) Sustainability for the purpose of Decent Housing (14A Rehab; Single-Unit Residential 570.202, LMH, 10 Housing Units)		

Project: Code Enforcement Agency: City Attorney's Office	Target Area CDBG-eligible areas	Total Funding \$52,000
Output: Legal support to Community Development Department to improve neighborhoods and properties		Planned Units 350
Indicator: Number of citations receiving benefit of prosecutorial service or contract reviews		350
HUD Outcome/Objective: (SL-3) Sustainability for the purpose of Suitable Living Condition (15 Code Enforcement 570.202(c), LMA, other)		

Project: Handicap Curb Ramps Agency: Department of Public Works	Target Area City-wide	Total Funding \$10,000
Output: Improve accessibility for disabled and elderly residents		Planned Units 4
Indicator: Number of sidewalks with improved accessibility		4
HUD Outcome/Objective: (SL-1) Accessibility for the purpose of Suitable Living Environment (03L Sidewalks 570.201(c), LMA, 11 Public Facilities)		

Total Allocation to Other Projects: \$967,952

With new leadership in place, the Jackson City Council has changed its strategy on rebuilding the City's neighborhoods from street paving/reconstruction to enhanced code enforcement, substantial demolition of dilapidated housing, and select rehabilitation of existing housing deemed salvageable and able to improve the neighborhood in which it is sited. The Department of Public Works will also receive funding to continue its program to install handicap curb ramps in key locations throughout the City to improve accessibility for disabled and/or elderly residents.

In addition to the CDBG formula allocation to be received from HUD, the City anticipates generating program income in PY 2012-13 as follows:

Activity	Program Income
Penalties from non-payment of code enforcement fees	\$ 1,000
Rehabilitation deferred loan repayments	4,000
HOME Administration	25,500
EDI loan repayments	15,750
Code enforcement fees	25,000
Miscellaneous program income	3,750
Total estimate program income	<u>\$75,000</u>

Program income is defined as the gross income directly generated from the use of CDBG or HOME funds.

HOME

The City of Jackson controls the resale of homebuyer property during the period of affordability using the recapture option as follows:

- 1) Should a homebuyer receiving a direct HOME subsidy in the amount of \$5,000 or less sell the property during the affordability period, repayment of the entire direct HOME subsidy will be triggered.
- 2) Should a homebuyer receiving a direct HOME subsidy in excess of \$5,000 sell the property during the affordability period, repayment of the direct HOME subsidy will be directly tied to the length of time the homebuyer has occupied the home in relation to the period of affordability.

If there are no net proceeds from the sale or the net proceeds are insufficient to repay the HOME subsidy due, the City will recapture the amount of the net proceeds, if any. Recaptured funds will be used for any HOME-eligible activity. The homeowner will receive a return on investment only if there are remaining net proceeds from the sale after payment of all outstanding mortgages, including the HOME mortgage and closing costs.

Jackson City Council made the following 2012-2013 HOME allocations:

Project: Residential Rehabilitation Agency: Community Development Department	Target Area City-wide	Total Funding \$184,391
Output: Improved housing conditions		Planned Units 8
Indicator: Number of LMI households assisted		8
HUD Outcome/Objective: (DH-3) Sustainability for the purpose of Decent Housing (14A Rehab; Single-Unit Residential 570.202, LMH, 10 Housing Units)		

Project: Administration Agency: Community Development Department	Target Area n/a	Total Funding \$25,500
Output: Administration of the HOME program		Planned Units n/a
Indicator: none required		
HUD Outcome/Objective: 21A General Program Administration 570.206		

Project: Acquisition/Rehabilitation/Resale Agency: Community Action Agency (CHDO Reserve)	Target Area City-wide	Total Funding \$40,000
		Planned Units
Output: Improved housing conditions		2
Indicator: Number of LMI households assisted		2
HUD Outcome/Objective: (DH-3) Sustainability for the purpose of Decent Housing (14G Acquisition for Rehabilitation 570.202, LMH, 10 Housing Units)		

Project: CHDO Operating Expenses Agency: Community Action Agency	Target Area n/a	Total Funding \$12,500
		Planned Units
Output: Operating expenses related to CHDO activities		n/a
Indicator: none required		
HUD Outcome/Objective:		

Total HOME Allocations: \$262,391

These allocations were made with the following regulatory program thresholds in mind:

Activity	Threshold	Funding
Administration	No more than 10% of annual allocation	\$26,239
CHDO Set-Aside	No less than 15% of annual allocation	\$39,359
CHDO Operating Expenses	No more than 5% of annual allocation	\$13,119

Jackson's CHDO, CAA, and Community Development staffs will collaborate to strategically acquire and rehabilitate vacant homes to be sold to low- to moderate-income homebuyers. With this method, low- to moderate-income families will not be confined to distressed neighborhoods, but will have options to live in cleaner, safer areas of the City in which to grow a family. Other projects, such as homeowner rehabilitation and/or homebuyer assistance, will be considered on a case-by-case basis and funded when doing so furthers the goals and objectives of the underlying JNES program.

Administration fees will be used as program income for the CDBG program and become part of the CDBG budget. The City does not intend to use HOME funds to refinance existing debt secured by multi-family housing, nor provide Tenant-Based Rental Assistance. Proposed projects will not contain five or more HOME-assisted housing units.

Outreach to Minority and Women-Owned Businesses

Unlike large cities that may have many women- and minority-owned businesses to work with, the City of Jackson has limited resources from which to pull from. The City has an approved bidders list of general contractors from which it solicits rehabilitation bids; currently, the approved bidders list has one woman-owned and two minority-owned businesses. Plans are in place to expand the approved bidders list by advertising its existence in surrounding counties and encouraging general contractors to apply. The Community Development Department hopes this advertising campaign will increase the number of qualified general contractors and attract additional women- and minority-owned businesses to apply to be on the list.

With other construction projects, such as street reconstruction, the City's Purchasing Department advertises in trade journals, the local newspaper, and on the City's website.

Purchasing also maintains a database of approximately 200 entities that have registered to receive project notifications via e-mail; each time a new project is added to the website, an e-mail blast is sent out announcing the request for bids. Purchasing also utilizes the State of Michigan's website to send e-mail or postcard notifications to disadvantaged businesses.

Jackson follows the procurement standards outlined in 24 CFR 85.36. All procurement transactions are conducted in a manner providing full and open competition. The sealed bid process is utilized for all construction projects, including rehabilitation, outlined under 85.36(d)(2). The City does not discriminate against a business or bidder with respect to soliciting, evaluating, and awarding bids on the basis of race, sex, sexual orientation, color, ethnicity, or national origin.

Housing Opportunities for Persons with AIDS (HOPWA)

The City of Jackson does not receive HOPWA funding.

Emergency Solutions Grant (ESG)

The City of Jackson does not receive ESG funding; however, ESG funding is provided by the Michigan State Housing Development Authority to the Jackson County Continuum of Care.

Other Narratives

Reprogramming of Funds

As indicated above in the Substantial Amendment section of this Action Plan, the City intends to devote substantial funding toward demolition of vacant, abandoned, and dilapidated housing. A financial assessment of CDBG funds determined the need to reprogram funds from activities that were:

- Completed, but have fund balances that cannot be spent;
- Not completed, but the project is no longer in operation; or,
- Unable to get the activity started.

A substantial amendment to reprogram funds from previous year Action Plans is required as follows:

Subrecipient	Original Award	Remaining Balance
Program Year 2005		
New Neighbor Program	\$80,000	\$3,728
Program Year 2008		
Residential Rehabilitation	\$58,980	\$23,096
DDA Façade	\$18,000	\$12,974
Program Year 2009		
Residential Rehabilitation	\$88,000	\$88,000
Program Year 2010		
Denied Loans	\$1,000	\$1,000
Residential Rehabilitation	\$60,000	\$60,000

Subrecipient	Original Award	Remaining Balance
Cleanup	\$10,000	\$10,000
JPD Radios	\$7,752	\$146
Program Year 2011		
Residential Rehabilitation	\$50,027	\$50,027
Job Creation	\$20,000	\$20,000
Total CDBG	\$393,759	\$268,971

A total of \$268,971 will be reprogrammed to support the initiation of the Jackson Neighborhood Economic Stabilization Demolition program. Other funding that may be identified as available for reprogramming from time to time during fiscal year 2012-2013 may also be designated for use by this activity.



CITY COUNCIL MEETING
March 13, 2012

MEMO TO: Mayor and City Councilmembers

FROM: Andrew R. Frounfelker, Chairman
Finance/Tax Policy Committee

DATE: March 6, 2012

SUBJECT: Finance/Tax Policy Committee Report

The Finance/Tax Policy Committee met on Tuesday, February 21, 2012, with Committee Members Martin Griffin, Derek Dobies, and myself, in attendance along with City staff.

The Finance/Tax Policy Committee discussed the merging of Parks & Recreation with Forestry, Cemetery, Grounds, and Downtown, as well as DPW billing and accounting practices. The City Manager reported that he would have a report for the committee within a month's time.

The committee also wants to review the City's pension plans regarding defined benefit vs. defined contributions, and the DROP program.

ARF:skh

CITY OF JACKSON



Office of Mayor
Martin J. Griffin

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

MICHIGAN CITY COUNCIL MEETING March 13, 2012

MEMO TO: City Councilmembers

FROM: Martin J. Griffin, Mayor *mjg*

DATE: March 6, 2012

SUBJECT: Downtown Development Authority

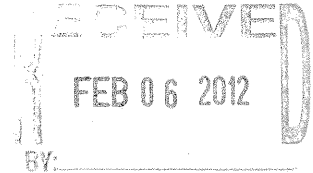
MOTION: Approval of the Mayor's recommendation to reappoint Wendy Clifton and Richard Sneary to the Downtown Development Authority, for a four-year term each, beginning March 30, 2012, and ending March 29, 2016.

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

It is my desire to reappoint Wendy Clifton and Richard Sneary to the Downtown Development Authority, for a four-year term each, beginning March 30, 2012, and ending March 29, 2016.

MJG:skh

APP-CC



City of Jackson Board/Commission Application

Name: Wendy Clifton

Address: 1108 60th St. Zip: 49203

Home Phone: 517-745-6070 Other Phone: _____

e-mail address: aframeabove@yahoo.com Occupation: Owner of A-Frame Above
180 W. Michigan Ave.

Community Involvement/Activity

DDA Executive & Board Member DDA Promotions and Economic & Infrastructure
Midtown Association President Chamber board member Committee

Are you a registered voter? yes Ward? 6

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

- 1. DDA Board
- 2. _____
- 3. _____

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

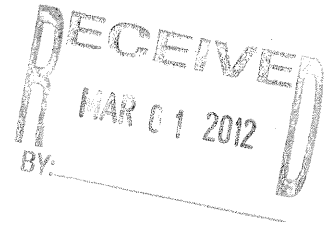
Feel free to attach any information. (Resume, press clippings)

APPLICATION WILL BE KEPT ON FILE FOR ONE YEAR

Wendy Clifton
Signature of Applicant

2-1-12
Date

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



City of Jackson Board/Commission Application

Name: Rich Sneary

Address: 2180 Maple Dr Zip: 49203

Home Phone: _____ Other Phone: 517-937-8448

e-mail address: richs2180@sbcglobal.net Occupation: Financial Advisor

Community Involvement/Activity

Are you a registered voter? yes Ward? _____

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

1. DDA 2. _____

3. _____

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

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

APPLICATION WILL BE KEPT ON FILE FOR ONE YEAR

[Signature]
Signature of Applicant

3/1/12
Date

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

CITY OF JACKSON



Office of Mayor
Martin J. Griffin

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

MICHIGAN CITY COUNCIL MEETING March 13, 2012

MEMO TO: City Councilmembers

FROM: Martin J. Griffin, Mayor *mjg*

DATE: March 7, 2012

SUBJECT: Zoning Board of Appeals

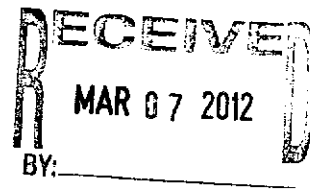
MOTION: Approval of the recommendation to appoint Charles C. Reisdorf to the Zoning Board of Appeals filling a current vacancy beginning immediately, and ending December 31, 2014.

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

It is, therefore, my desire to appoint Charles C. Reisdorf to the Zoning Board of Appeals filling a current vacancy, beginning immediately, and ending December 31, 2014.

MJG:skh

cc: Barry Hicks



City of Jackson Board/Commission Application

Name: Charles C. Reisdorf

Address: 2019 Dale Rd. Jackson Zip: 49203

Home Phone: 517 784-0384 Other Phone: _____

Occupation: Retired

Community Involvement/Activity

Jackson Civic Art Association
Dahlem Environmental Education Center

Lost Word Writer's Group

Are you a registered voter? Yes Ward? 6

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

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

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

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

APPLICATION WILL BE KEPT ON FILE FOR ONE YEAR

Charles C. Reisdorf
Signature of Applicant

March 7, 2012
Date

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



CITY CLERK'S OFFICE
Lynn Fessel, City Clerk

CITY COUNCIL MEETING
March 13, 2012

MEMO TO: Honorable Mayor and City Council Members
FROM: Lynn Fessel, City Clerk *Lynn Fessel*
SUBJECT: Public Hearing and Resolution for the Necessity of Street Construction on Durand Street from the South End to Morrell Street.

MOTION: PUBLIC HEARING OF NECESSITY FOR STREET CONSTRUCTION ON DURAND STREET FORM THE SOUTH END TO MORRELL STREET

1. RESOLUTION ORDERING THE CONSTRUCTION AND PREPARATION OF THE SPECIAL ASSESSMENT ROLL.

The public hearing was established at the City Council's February 21st meeting for March 13, 2012. The required notice was published in the Jackson Citizen Patriot and a notification letter was sent to each property owner notifying them of the public hearing, estimate of the proposed project and funding sources, along with an estimate of individual property assessments, which can be paid in ten (10) annual installments.

C: City Manager

RESOLUTION
STREET CONSTRUCTION

BY THE CITY COUNCIL:

WHEREAS, under the authority granted by Ordinance No. 98-6 and 98-20, the City Council has reviewed the report regarding the necessity of street reconstruction on Durand Street from the South End to Morrell Street the following estimated costs, to wit:

Local Street Funds	\$ 461,561.52
Street Construction (Assessments)	\$ 128,438.48
Water Funds	\$ <u>294,000.00</u>
Total Project Cost	\$ 884,000.00

WHEREAS, notice has been duly given that the City Council would hold a public hearing in the City of Jackson on Tuesday, the 13th day of March, 2012 at 7:00 p.m. to hear any and all objections and suggestions by interested parties to said public improvement; and

WHEREAS, the City Council and Assessor having heard all suggestions and objections made thereto and having fully considered the same;

NOW, THEREFORE, BE IT RESOLVED that the City Council hereby determines that the street construction is a necessary public improvement and directs staff to proceed with the street construction, in accordance with plans, maps, and specifications in the City Engineer's office; and

BE IT FURTHER RESOLVED that the City Assessor is ordered to assess the cost of said improvement to the property owners who benefit therefrom on a front footage basis and prepare an assessment roll covering this assessment district as soon as possible after the public improvement has been completed.

* * * * *

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

I, Julius A. Giglio, Acting Deputy City Clerk in and for the City of Jackson, County and State aforesaid, do hereby certify that the foregoing is a true and complete copy of a resolution adopted by the Jackson City Council on the 13th day of March, 2012.

IN WITNESS WHEREOF, I have hereunto affixed my signature and the seal of the City of Jackson, Michigan, on this 14th day of March, 2012.

Julius A. Giglio, Acting Deputy City Clerk



Department of Community Development

Building a Stronger Community

161 W. Michigan Avenue • Jackson, MI 49201-1303
Phone (517) 788-4060 • Facsimile (517) 780-4781

CITY COUNCIL MEETING MARCH 13, 2012

MEMO TO: Honorable Mayor and City Councilmembers

FROM: City of Jackson Planning Commission
Patrick Burtch, Deputy City Manager *PBF*
Barry Hicks, Planning Director *BH*

DATE: March 6, 2012

SUBJECT: Consideration of an Ordinance Amending Chapter 28, Section 28-32, City Code, to Rezone Property Located at 2005 First Street (Parcel ID# 3-320800000) from R-1 to I-1.

MOTION: Open a Public Hearing on the Request to Rezone Property Located at 2005 First Street (Parcel ID#3-320800000) from R-1 (One-Family Residential) to I-1 (Light Industrial).

- Consideration of an Ordinance Amending Chapter 28 Section 28-32, City Code, to Rezone Property located at 2005 First Street (Parcel ID#3-320800000), From R-1 to I-1. (*City Planning Commission Recommends Denial*)

The City Planning Commission recently considered a request to rezone property located at 2005 First Street (Parcel ID# 3-320800000) from R-1 (one-family residential) to I-1 (Light Industrial). A Public Hearing was held during the Wednesday, January 4, 2012 Planning Commission meeting. The Commission recommends **DENYING** the applicant's request to rezone the property as follows:

*Commissioner Mauldin moved, and Commissioner Troxel seconded, a motion to recommend that City Council **DENY** the applicants request to rezone property located at 2005 First Street (Parcel ID# 3-320800000) for the following reasons:*

- 1. The property is located in a neighborhood with predominately single-family homes and rezoning the property to I-1 may have an adverse affect on the neighborhood.*
- 2. The Future Land Use map in the City's Master Plan shows the property as remaining low-density residential.*

Yeas- 6 (Stark, Shaffer, Troxel, Polaczyk, Mauldin, and Griffin); Nays- 0; Abstain- 0; Absent- 1 (Kubish)

The City Council originally considered this item at their January 24, 2012 meeting and tabled the item.

The request to rezone the property now comes to City Council for consideration. The Ordinance rezoning the property is attached for your consideration along with the notice of public hearings and the staff report.

Att': Ordinance
Staff Report
Public Notice

ORDINANCE NO. 2012-____

An Ordinance to amend Section 28.32, of Chapter 28, of the Code of Ordinances of the City of Jackson.

THE PEOPLE OF THE CITY OF JACKSON ORDAIN:

Section 1. That Sections 28-32 of Chapter 28, of the Code of Ordinances, City of Jackson, Michigan, be, and the same hereby is, amended by changing the map of the use districts required by said Section and said Chapter, and incorporated therein by reference as follows:

Change one (1) properties known legally as the following from R-1 (one-family residential) to I-1 (light industrial):

S 66 FT OF LOT 1 & ALL OF LOTS 2, 3, & 4 BLK 7 COLFAX ADD

- Legal description for Parcel 3-320800000 (2005 First Street)

Section 2. This ordinance shall take effect thirty (30) days from date of adoption.

* * * * *

Adopted:



Department of Community Development Building a Stronger Community

161 W. Michigan Avenue • Jackson, MI 49201-1303
Phone (517) 788-4060 • Facsimile (517) 780-4781

November 30, 2011

TO: City of Jackson Planning Commission
FROM: Barry Hicks, Planning Director
RE: **Staff Report for 2005 First Street, Jackson, MI 49203; District Change (Rezoning)**

Applicant: John Balfe
Location: 2005 First Street; Parcel ID# 3-320800000
Received Date: November 16, 2011
Latest Revisions: N/A
Zoning: R-1, one-family residential district
Applicant Requested: District Change from R-1 to I-1
Staff Recommendation: Approve request

Overview and Applicable Zoning Criteria

Property Location

There is one property included in this request which is located at 2005 First Street near the intersection of First Street and W. South Street.

Request Description

The applicant/owner is requesting that the property located at 2005 First Street (Parcel ID# 3-320800000) be rezoned from R-1 (one-family residential district) to I-1 (light industrial district). The owner intends to operate a heating and cooling business with light metal fabrication for duct work at this location.

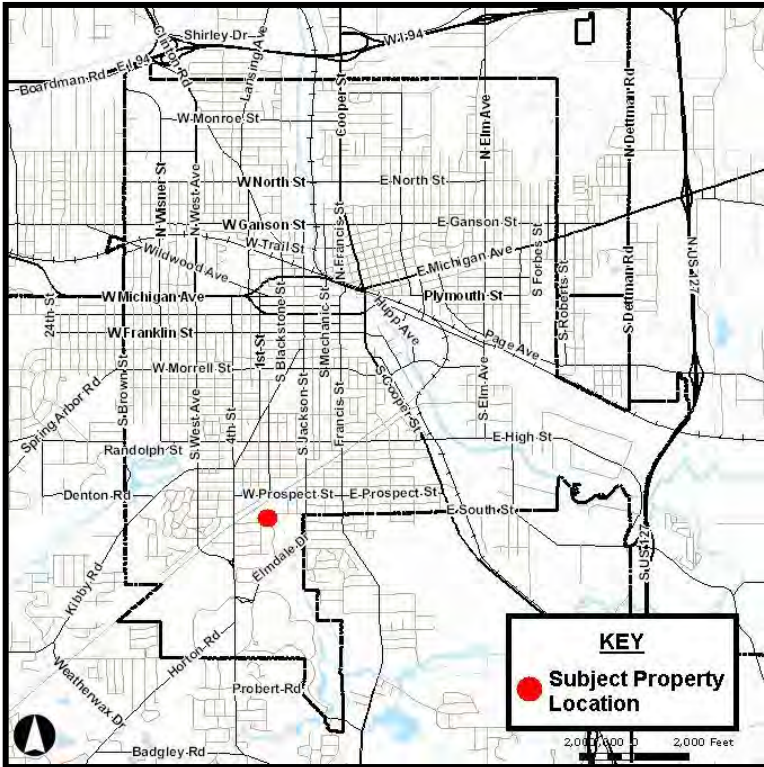
District Changes

Sec. 28-183.1. Procedure for change

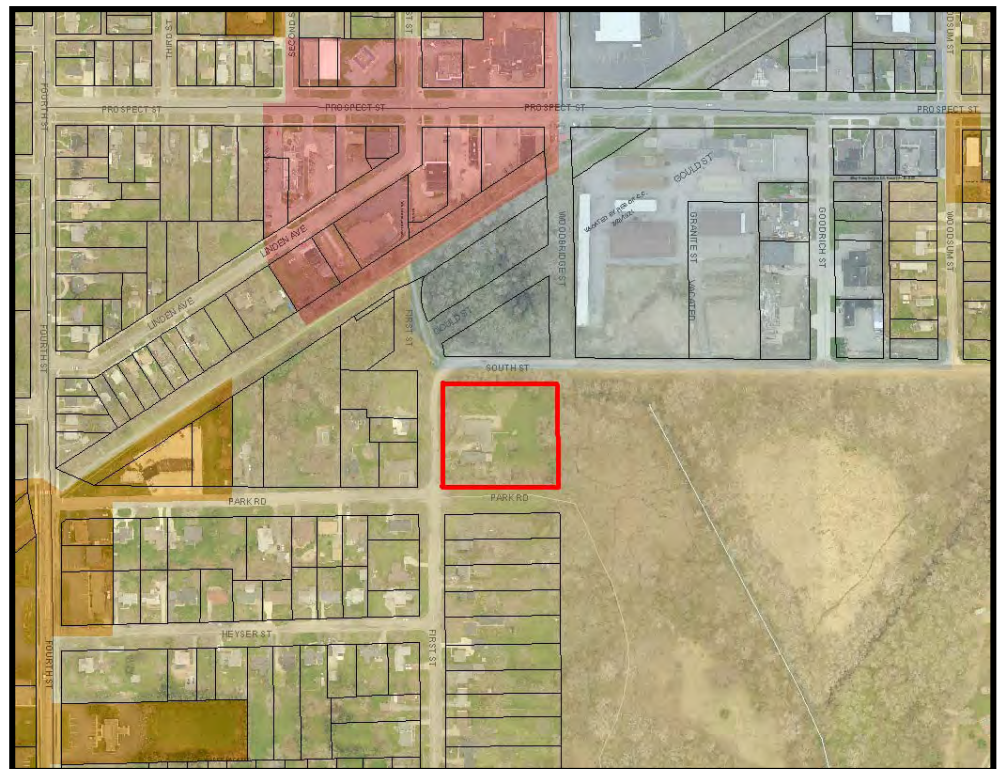
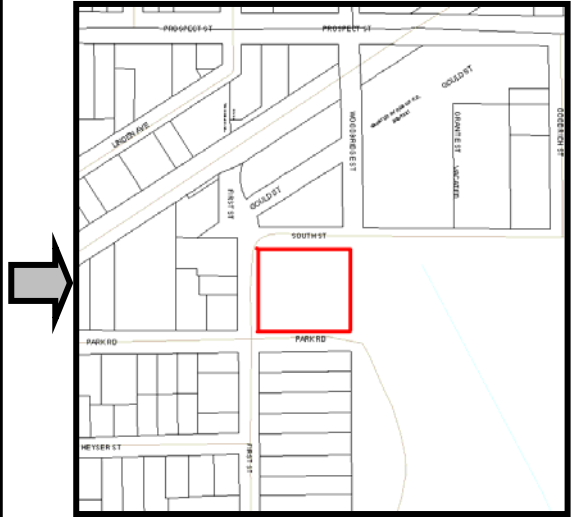
By application. Any person, firm or corporation desiring a change in the zoning classification of property shall file with the city clerk an application for zoning change. When the application for zoning change appears to be in accordance with public necessity, convenience, safety and the general welfare of the city, the city council shall refer such application to the city planning commission.



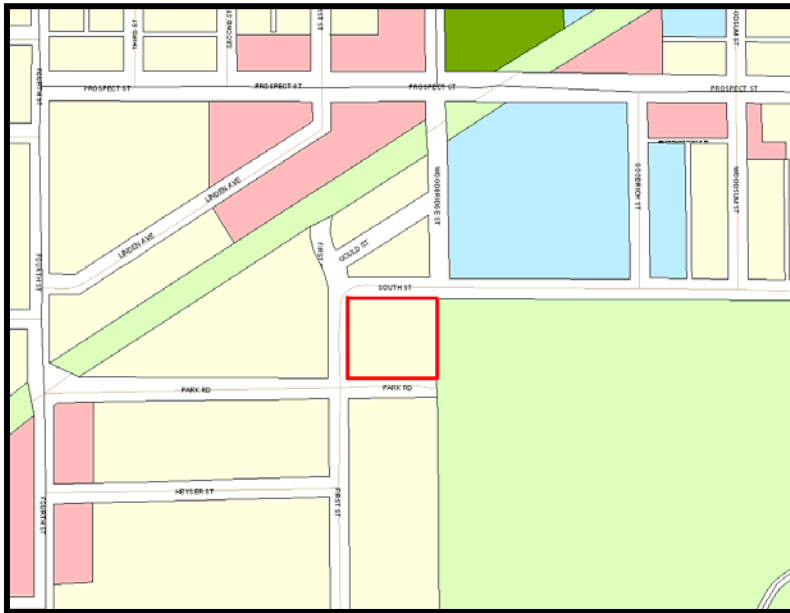
Maps



Subject Location Map



Subject Area Zoning Map



Future Land Use Plan

- Single-Family Neighborhoods
- One- and Two-Family Neighborhoods
- Medium-Density Neighborhoods
- High-Density Residential Complexes
- Office Transition Areas
- Local Commercial Areas
- General Commercial Area
- Downtown Commercial Area
- Arts Colony Area
- Healthcare Area
- Historic Office Area
- Industrial Commercial Areas
- General Industrial Areas
- Parks
- Institutions

Subject Area Future Land Use Map



Subject Area Aerial Photo



Site Description

The subject property currently is a single family home on a 1.8 acre site. The property is surrounded mostly by woods and vegetation with the exception of two (2) houses across First Street to the west being the nearest residential properties. The property is heavily wooded and is surrounded by forest.

Conclusion: The property is somewhat isolated and surrounded by woods with the exception of two (2) houses to the west. Most City residential properties are a quarter of the size of this residential property and in far more densely populated areas. Due to the size and location of the property, there is room to accommodate an industrial use on the property and be able to meet setback requirements to assure compliance with the Zoning Ordinance. Its proximity to other industrially zoned land also makes a rezoning justifiable as it will not cause a "spot zoning" issue.

Master Plan & Future Land Use

I-1 light industrial districts are designed to provide suitable space for industrial uses that operate in a safe, non-objectionable and efficient manner, and so require a minimum of buffering measures from adjoining nonindustrial zoning districts. These uses generate a minimum of noise, glare, odor, dust, vibration, air pollutants, water pollutants, fire, explosive or radioactive hazards, or other harmful or obnoxious matter. Any use allowed as a permitted or conditional use in the C-4 district, except the planned building group shopping center and the work release (halfway) house, shall be considered a valid permitted or conditional use in this district.

The future land use plan shows the property as remaining residential in nature; however, the land to the northwest will remain industrial. When reconsidering the Master Plan and future land uses, it would be prudent to consider showing this area as remaining industrial as it provides a good location for this type of use due to the large lot sizes that accommodate required industrial setbacks and existing nearby industrial land uses that already exist.

Conclusion: The property is located in a transitional area between industrial and residential land uses. The lot size is large enough to accommodate an industrial use and meet current zoning standards without the need for a variance. I-1 light industrial districts allow for non-objectionable industrial uses that operate efficiently and that minimize the external effects of perceived noxious uses associated with industrial districts. I-1 districts are designed to act as low-impact or transitional industrial areas between other uses. There are several areas of the City where I-1 districts operate harmoniously adjacent to residential districts.

Neighboring Zoning and Land Use

The subject parcels are zoned R-1, one-family residential district while the surrounding parcels are zoned as follows:

- North: I-1, light industrial district
- South: R-1, one-family residential district
- East: R-1, one-family residential district
- West: R-1, one-family residential district



The existing land uses within the area consist of some single-family residential properties to the west, a public right-of way for a street that was never constructed to the south with some woodland and a single family home across the public right-of-way, a mixed woods and wetland area of Ella Sharp Park to the east and a mix of industrial uses and woods to the north. The subject parcels contain a commercial building and parking lot:

North: Forest
South: City Street that was never constructed; thick vegetation
East: Forest
West: single-family residential

The predominant land uses around the subject property is forest and a public park with some single family residences. The subject property is zoned R-1 one-family residential and the structures and parking lot on the properties are residential in nature.

Conclusion: Rezoning the property to I-1 light industrial would be harmonious with the adjacent land uses and would be an expansion of the existing I-1 zoning district to the north.

Development Potential

Under the existing zoning, R-1, the site could be utilized as a one- family residential use. If rezoned to I-1, the site could be utilized for light industrial types of businesses, such as light manufacturing and fabrication. Uses permitted in C-4 districts are also permitted in I-1 districts which could include uses that provide all types of retail goods and services for the residents of the city and surrounding communities. The regulations in a C-4 district are intended to encourage development of the district in a manner compatible with its best uses and to protect any abutting residential districts.

Conclusion: This is a part of the City where it makes sense to rezone this property due to the proximity to an adjacent I-1 district. Additionally, the Planning Commission may want to consider identifying the area as light industrial the next time the Master Plan is revisited as staff finds that this area is conducive to this type of development.

Recommendations

The requested zoning is consistent with nearby adjacent land uses and zoning but not specifically called for on the future land use map. Primarily due to the size of the parcel and proximity to other industrially zoned land, staff finds that the rezoning request is not unreasonable and could be made to be consistent with the future land use map. The proposed use is to use the property as a light sheet metal fabricator associated with a heating and cooling contracting business. This type of business is permitted in an I-1 zoning district and is not an industrial use that is generally considered objectionable or noxious to other types of nearby zoning districts.

If rezoned, it should be noted that a single-family residence could be considered a non-conforming use on the property. Using the house on the property would be permitted to continue as a residence unless the house is abandoned for 18 months, at which point, it would not be a permitted use (Sec. 28-121). It



Planning Commission Staff Report

should be noted, that permitting a single family residence in most districts should be considered during future revisions to the Master Plan as they are generally the most non-invasive or obtrusive land uses due to their low-intensity nature.

A handwritten signature in black ink, appearing to read "Barry Hicks", written over a horizontal line.

Barry Hicks, Planning Director

Att': Proposed Ordinance

Cc: Applicant



Department of Community Development

Building a Stronger Community

161 W. Michigan Avenue • Jackson, MI 49201-1303
Phone (517) 788-4060 • Facsimile (517) 780-4781

PDC110001 Notice of Public Hearing

Jackson's City Council will hold a public hearing on a District Change (Rezoning) as provided for in Sec. 28-183 of the City's Zoning Ordinance.

The request was made by:

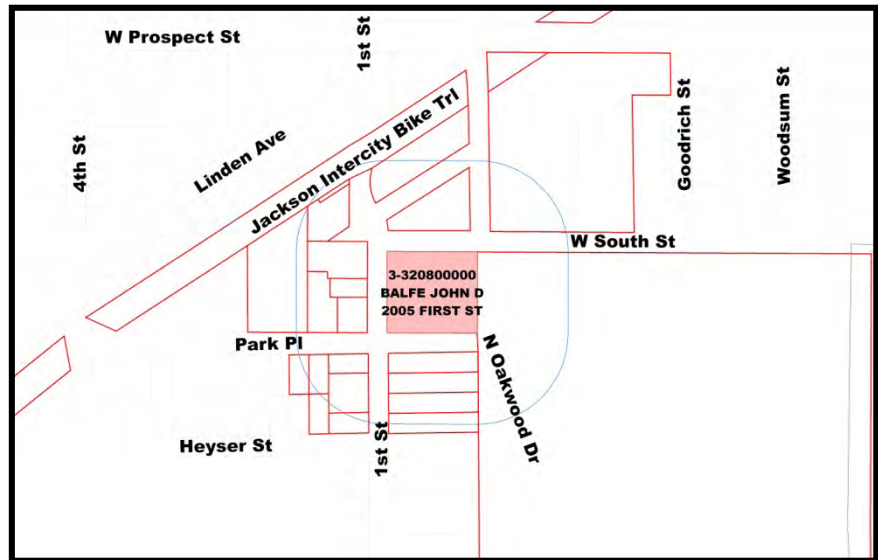
John Balfe
2005 First Street
Jackson, MI 49203

The location of the property is:

2005 First Street
Jackson, MI 49203
(Parcel ID# 3-320800000)

The Request:

To rezone property from an R-1 one-family residential district to I-1 light industrial district.



The Effect of the Request:

The R-1 zoning designation allows for one-family housing. Rezoning the property to I-2 light industrial will permit all uses allowed in a light industrial district which are designed to provide suitable space for industrial uses that operate in a safe, nonobjectionable and efficient manner, and that require a minimum of buffering measures from adjoining nonindustrial zoning districts. The applicant intends to operate a small metal working operation to fabricate duct work subsequent to a heating and cooling contractor business.

You are invited to attend the public hearing before the City Council to be held on:

Tuesday, March 13, 2012 at 7:00 pm

The meetings will be held in the

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

You received this notice because you own property or reside within the general area of the properties listed above. **You are not required to attend the public hearing or respond to this notice.** However, if you are interested in this request, please attend the hearing and/or contact Barry Hicks at (517) 768-6433 or bhicks@cityofjackson.org. Written comments can also be sent to his office, which is located at 161 W. Michigan Avenue, Jackson, MI 49201.

By: Barry Hicks
Planning Director



CITY CLERK'S OFFICE
Lynn Fessel, City Clerk

CITY COUNCIL MEETING
March 13, 2012

MEMO TO: Honorable Mayor and City Councilmembers

FROM: Lynn Fessel, City Clerk *Lynn*

SUBJECT: Recognition of the Jackson Community Foundation as a Nonprofit Organization

MOTION: **CONSIDERATION OF A RESOLUTION RECOGNIZING THE JACKSON COMMUNITY FOUNDATION AS A NONPROFIT ORGANIZATION OPERATING IN THE COMMUNITY**

Attached please find a resolution recognizing the Jackson Community Foundation as a nonprofit organization operating in the community for the purpose of obtaining charitable gaming licenses. You will also find their cover letter explaining the reason for their request and documentation of their 501 C (3) status from the IRS.

Requested action is to adopt the resolution.

C: City Manager

Building a Legacy

63

Years of Service



Jackson

community foundation

For good. For ever.

OFFICERS

Anne Campau
Board Chair

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STAFF

Monica Moser
President & CEO

Lisa McDaniel
Executive Assistant

Kelly Froedtert
Office Manager

Dana Emerson
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Christine Taylor
Youth & Ed. Coordinator

One Jackson Square

Suite 308

Jackson, Michigan 49201

tel. (517) 787-1321

fax (517) 787-4333

email jcf@jacksoncf.org

web www.jacksoncf.org

Supporting Organization

College Access Center

Sherry Belcher
Executive Director
Linda Goding
Access Center &
Volunteer Coordinator

February 23, 2012

To the Jackson City Council members,

The Jackson Community Foundation is requesting approval of the attached resolution to be recognized as a nonprofit operating in the city for the purpose of obtaining a gaming license. The Foundation has a scholarship program called the Jackson Legacy Scholarship. This scholarship provides \$600 scholarships to Jackson County Students attending one Jackson Counties Institutions of Higher Learning (IHE); Jackson Community College, Baker College or Spring Arbor College.

The Ladies Legacy Golf Outing Committee (LGO) was formed by community members six years ago to develop a Ladies Golf Scramble in Jackson County with the proceeds going directly to the Legacy Scholarship. This year will be the sixth annual golf outing. The event includes the sale of raffle tickets which requires us to obtain this resolution for our gaming application.

Sincerely,

Lisa A. McDaniel
Executive Assistant



Internal Revenue Service

Date: April 4, 2006

THE JACKSON COUNTY COMMUNITY
FOUNDATION
ONE JACKSON SQUARE STE 110-A
JACKSON MI 49201

Department of the Treasury
P. O. Box 2508
Cincinnati, OH 45201

Person to Contact:

Ms. Benson #31-07273
Customer Service Representative

Toll Free Telephone Number:

877-829-5500

Federal Identification Number:

38-6070739

Dear Sir or Madam:

This is in response to your request of April 4, 2006, regarding your organization's tax-exempt status.

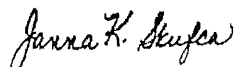
In March 1958 we issued a determination letter that recognized your organization as exempt from federal income tax. Our records indicate that your organization is currently exempt under section 501(c)(3) of the Internal Revenue Code.

Our records indicate that your organization is also classified as a public charity under sections 509(a)(1) and 170(b)(1)(A)(vi) of the Internal Revenue Code.

Our records indicate that contributions to your organization are deductible under section 170 of the Code, and that you are qualified to receive tax deductible bequests, devises, transfers or gifts under section 2055, 2106 or 2522 of the Internal Revenue Code.

If you have any questions, please call us at the telephone number shown in the heading of this letter.

Sincerely,



Janna K. Skufca, Director, TE/GE
Customer Account Services



Charitable Gaming Division
 Box 30023, Lansing, MI 48909
 OVERNIGHT DELIVERY:
 101 E. Hillsdale, Lansing MI 48933
 (517) 335-5780
 www.michigan.gov/cg

LOCAL GOVERNING BODY RESOLUTION FOR CHARITABLE GAMING LICENSES
 (Required by MCL 432.103(K)(ii))

At a Regular meeting of the Jackson City Council
REGULAR OR SPECIAL TOWNSHIP, CITY, OR VILLAGE COUNCIL/BOARD

called to order by _____ on March 13, 2012
DATE

at _____ a.m./p.m. the following resolution was offered:
TIME

Moved by _____ and supported by _____

that the request from The Jackson Community Foundation of Jackson
NAME OF ORGANIZATION CITY

county of Jackson, asking that they be recognized as a
COUNTY NAME

nonprofit organization operating in the community for the purpose of obtaining charitable

gaming licenses, be considered for Approval
APPROVAL/DISAPPROVAL

APPROVAL	DISAPPROVAL
Yeas: _____	Yeas: _____
Nays: _____	Nays: _____
Absent: _____	Absent: _____

I hereby certify that the foregoing is a true and complete copy of a resolution offered and adopted by the Jackson City Council at a Regular
TOWNSHIP, CITY, OR VILLAGE COUNCIL/BOARD REGULAR OR SPECIAL

meeting held on March 13, 2012
DATE

SIGNED: _____
TOWNSHIP, CITY, OR VILLAGE CLERK

Julius A. Giglio, Acting Deputy City Clerk
PRINTED NAME AND TITLE

161 W. Michigan Avenue, Jackson MI 49201
ADDRESS


COMPLETION: Required.
 PENALTY: Possible denial of application.



CITY CLERK'S OFFICE
Lynn Fessel, City Clerk

CITY COUNCIL MEETING
March 13, 2012

MEMO TO: Honorable Mayor and City Councilmembers

FROM: Lynn Fessel, City Clerk 

SUBJECT: Resolution Granting Permission to Operate a Mobile Food Cart

MOTION: CONSIDERATION OF A RESOLUTION GRANTING AMY CANTU PERMISSION TO OPERATE A MOBILE FOOD CART IN THE CITY'S CENTRAL BUSINESS DISTRICT

Attached please find a resolution granting Amy Cantu permission to operate a mobile food cart to be known as Cantu's Mexican Grill in the City's central business district. She has received approval from the Jackson County Health Department and the City's approval will be contingent upon her submitting the appropriate license from that Department. All City approvals have been received.

Requested action is to adopt the resolution.

C: City Manager

RESOLUTION

BY THE CITY COUNCIL:

WHEREAS, the City's Peddlers, Transient Merchants, Concessionaires, and Sidewalk Cafes Ordinance, Chapter 16, Article XIV, Section 16-386, et seq. of the Jackson City Code, requires that before any person is authorized to peddle or otherwise operate as a concessionaire within the central business district, they must first obtain permission from the City Council; and

WHEREAS, Amy Cantu has submitted an application and other required documents to the Jackson City Clerk, requesting that she be allowed to operate a mobile food cart to be known as Cantu's Mexican Grill in the City's central business district; and

WHEREAS, Ms. Cantu has provided approval from the Jackson County Health Department and will provide a food vending license from that Department.

NOW, THEREFORE, BE IT RESOLVED that Amy Cantu is hereby granted permission to operate a mobile food cart in the City's central business district, subject to submitting the appropriate license from the Jackson County Health Department.

BE IT FURTHER RESOLVED that, pursuant to Section 16-393 of the Jackson City Code, Ms. Cantu shall not engage in selling at a fixed location on any street corner or public right of way for longer than two (2) continuous hours.

BE IT FURTHER RESOLVED that the City Council reserves the right to modify, amend or rescind this resolution as deemed appropriate.

* * * * *

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

I, Julius A. Giglio, Acting Deputy City Clerk, in and for the City of Jackson, County and State aforesaid, do hereby certify that the foregoing is a true and complete copy of a resolution adopted by the Jackson City Council on the 13th day of March, 2012.

IN WITNESS WHEREOF, I have hereto affixed my signature and the Seal of the City of Jackson, Michigan, on the 14th day of March, 2012.

Julius A. Giglio, Acting Deputy City Clerk



Department of Community Development Building a Stronger Community

161 W. Michigan Avenue • Jackson, MI 49201-1303
Telephone (517) 788-4060 • Facsimile (517) 780-4781

CITY COUNCIL MEETING March 13, 2012

TO: Honorable Mayor and City Councilmembers
FROM: Patrick H. Burtch, Deputy City Manager/Community Development Director
SUBJECT: Demolition funds for Neighborhood Economic Stabilization

MOTION

Requested action by City Council is to consider a resolution approving funds in the amount of \$225,000 for the purpose of demolition and related expenditures under the Neighborhood Economic Stabilization initiative.

The Community Development Department Dangerous Building Report identifies 102 condemned properties as of February 29, 2012. Of the 102 condemned properties, staff have identified approximately 25 properties ready for immediate demolition. Each of the 25 properties has completed the condemnation process and the Official Notice and Order to Demolish has been upheld by the Building Code Board of Examiners and Appeals.

Staff estimate the cost of each demolition to be \$10,000 and request funding from the General Fund to be set aside in a separate Demolition Fund in the amount of \$225,000. These funds will be utilized for the demolition of properties to meet the goals set under the Neighborhood Economic Stabilization initiative.

A substantial amendment to reallocate Community Development Block Grant (CDBG) funds to demolition activities is in process, but until the amendment is approved by the Department of Housing and Urban Development the funds may not be utilized for this purpose. Staff anticipates these funds will be available for demolition activities by July 1, 2012. CDBG funds will be utilized for eligible properties once the funds are available prior to expending funds set aside in the Demolition Fund.

Cc: Phil Hones, Finance Director
Steve Maga, Staff Accountant
Heather Soat, Accounting Manager

RESOLUTION

BY THE CITY COUNCIL :

WHEREAS, the City's Community Development Department Dangerous Building Report has identified 102 condemned properties as of February 29, 2012, and

WHEREAS, of these properties, City staff has determined that 25 of these properties are ready for immediate demolition, and

WHEREAS, the General Fund has funds available that have been received under the Governor's Economic Vitality Incentive Program (EVIP) that have been planned to be used for this purpose;

NOW, THEREFORE, BE IT RESOLVED, that the Building Demolition Fund # 252 be established and that the current 2011/2012 Budget be amended as follows:

General Fund

	<u>Increase</u>	<u>Decrease</u>
Revenues		
101-000-699.999 Appropriation from Fund Balance	\$ 225,000	\$ -
Expenditures		
101-999-999.252 Contribution-Building Demolition Fund	\$ 225,000	\$ -

Building Demolition Fund

Revenues		
252-000-699.101 Contribution -General Fund	\$ 225,000	\$ -
Expenditures		
252-371-818.000 Contractual Services	\$ 2,800	
252-371-815.004 Building Demolitions	172,200	
252-371-900.000 Printing & Publishing	50,000	
	\$ 225,000	\$ -

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

I, Julius A. Giglio, Acting Deputy City Clerk, in and for the City of Jackson, County and State aforesaid do hereby certify that the foregoing is a true and complete copy of a resolution adopted by the Jackson City Council on the 13^h day of March, 2012.

IN WITNESS WHEREOF, I have hereunto
 affixed my signature and the Seal of the City
 of Jackson, Michigan, on this 14^h day of March, 2012.

_____ **Acting Deputy City Clerk**



City Manager's Office

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

CITY COUNCIL MEETING
MARCH 13, 2012

MEMO TO: Martin J. Griffin, Mayor
Members of the Jackson City Council

FROM: Laurence Shaffer, City Manager

DATE: March 7, 2012

SUBJECT: Support of an Application from the Jackson Transportation Authority (JTA) for Funding Rehabilitation of Administration/Maintenance Facility.

MOTION: Consideration of a resolution endorsing an application by the Jackson Transportation Authority for funding from the Federal Transit Administration for rehabilitation of the administration/maintenance facility.

Attached for your consideration is a resolution of support for Jackson Transportation Authority's application to the Federal Transit Administration for funding to support a number of energy efficient and environmentally sensitive projects at an estimated cost of up to \$4 million. The JTA administration/dispatch building is now 33 years old, and in need of rehabilitation. The focus of the project is to rehabilitate the structure in order to achieve greater energy efficiency and worker productivity.

Your consideration and adoption of this resolution is appreciated.

LS:skh

RESOLUTION

Supporting the Jackson Transportation Authority Application for Funding Rehabilitation of Administration/Maintenance Facility

BY THE CITY COUNCIL:

WHEREAS, the Jackson Transportation Authority provides vital transportation services to the people of Jackson County; and

WHEREAS, the Jackson Transportation Authority is in need of renovations to the Administration and Maintenance Facility, said facility being over 33 years old; and

WHEREAS, the Federal Transit Administration has invited applications to participate in the State of Good Repair grant; and

WHEREAS, the City of Jackson, through its City Council, may wish to support this request in order to fund important energy efficiency, environmental sensitive improvements to include replacement of vehicle hoists, replacement of vehicle paint booths, expansion of driver dispatch area, replacement of the VAC system with one that is energy efficient, expansion vehicle storage area, replacement of lighting with energy efficient lights and replacement of windows with energy efficient windows.

NOW, THEREFORE, LET IT BE RESOLVED, that the City Council of the City of Jackson, Michigan, hereby endorses the application by the Jackson Transportation Authority to the Federal Transit Administration for funding to support a number of energy efficient and environmentally sensitive projects, said project estimated to cost up to \$4 million.

FY 2012 State of Good Repair grant information

Facility Improvements at the Jackson Transportation Authority's 33 year old building.

The project that we propose primarily consists of modernization and expansion of the maintenance and storage areas of the JTA transit facility which was built in 1978-1979. We also propose a rehabilitation of the administrative and dispatch areas of the same building in order to become more energy efficient. The estimated cost of the entire project is between \$3,000,000 and \$4,000,000. However, depending upon the size of any potential grant award, the project is scalable and the scope of work can be adjusted.

Since being constructed in the late 1970's the facility has been maintained with routine repair and preventive measures. Because of that, the building structure is solid. Therefore, what is needed is primarily modernization of the components of the facility such as lighting, ventilation, plumbing, painting booth, bus hoists and other ergonomic needs. Additionally, as the facility was built for a much smaller fleet, there is a need to expand maintenance areas and vehicle storage areas.

The facility is a perfect example of a building that could benefit from the use of advance technologies. The structure was well built over three (3) decades ago before many of the new technologies were available, but it has been well maintained providing an excellent opportunity for retrofitting thereby extending the life of the facility. A recent energy use evaluation has been performed by Eaton Energy Corporation that details significant cost saving measures that could be realized by making energy efficient improvements. That report is available upon request. The ultimate cost savings from energy efficient upgrades and the environmental impact will be dictated by the scope of work that is performed.

The JTA fleet has grown since the construction of this facility over 30 years ago, and even though the facility has been maintained to current standards, major improvements, upgrades and expansion have not been possible due to funding restraints. The JTA has requested federal earmark funding for facility upgrades during the last five years but so far has not been successful in receiving an award. Because local sources of funding are fully utilized to continue existing operations there is a need for alternative funding source to complete a project of this nature.

In addition to the energy and environmental improvements to the facility, an award would enhance our ability to properly maintain our vehicle fleet. The additional space and equipment will allow vehicle repairs to be accomplished in a more timely and efficient manner. This will help keep the JTA infrastructure in a state of good repair, and in-turn contribute to the livability of those in the community.



City Manager's Office

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

CITY COUNCIL MEETING
MARCH 13, 2012

MEMO TO: Martin J. Griffin, Mayor
Members of the Jackson City Council

FROM: Laurence Shaffer, City Manager

DATE: March 8, 2012

SUBJECT: Resolution of Support – Michigan Flyer

MOTION: Consideration of a resolution encouraging the Michigan Flyer to reinstate full bus service to and from the City of Jackson, and instruct the City Manager, and encourages the Jackson Transportation Authority to cooperate and negotiate the conditions needed to allow for full reinstatement of the Michigan Flyer service in Jackson.

Attached for your consideration is a resolution, as requested by Mayor Martin J. Griffin at the February 21, 2012, City Council meeting, encouraging the Michigan Flyer to reinstate full bus service to and from Jackson. Your approval of this resolution expressing our concerns over this very needed service is appreciated.

LS:skh

Attachments

Jackson City Council

RESOLUTION OF SUPPORT

Commuter Service To and From Jackson To and From Detroit Metro Airport
Commuter Service To and From Jackson and To and From East Lansing

March 13, 2012

BY THE CITY COUNCIL:

WHEREAS, the citizens of the City of Jackson have a need to utilize mass transportation services to Detroit Metro Airport and to Lansing; and

WHEREAS, Michigan Flyer, a division of Indian Trail Bus Company provided bus transportation services to the citizens of the City of Jackson to and from the Detroit Metro Airport and to East Lansing since 2006;and

WHEREAS, Michigan Flyer has announced that the service to and from Jackson will be suspended after April 1, 2012; and

WHEREAS, the users from Jackson of such a service will lose a very important and environmentally sound means to travel to Detroit Metro Airport and East Lansing.

NOW, THEREFORE, BE IT RESOLVED, that the Mayor and City Council for the City of Jackson encourage the Michigan Flyer to reinstate full bus service to and from the City of Jackson, and

BE IT FURTHER RESOLVED, that the Mayor and City Council instruct the City Manager, and encourages the Jackson Transportation Authority to cooperate and negotiate the conditions needed to allow for full reinstatement of Michigan Flyer service in Jackson.



City Manager's Office

161 W. Michigan Ave. • Jackson, MI 49201-1303
(517) 788-4035 • Facsimile (517) 768-5820

MEMO TO: Martin J. Griffin, Mayor
Members of the Jackson City Council

FROM: Laurence Shaffer, City Manager *Laurence Shaffer*

DATE: February 28, 2012

SUBJECT: Michigan Flyer Service – Jackson to Detroit Metro Airport

As you may have read, Michigan Flyer, a subsidiary of Indian Trails Bus Service, intends to suspend bus service from Jackson to the Detroit Metro Airport and service from Jackson to East Lansing. The Michigan Flyer bus service from Jackson to Detroit Metro Airport began in 2006. It presently operates round trip service eight times a day from Jackson to East Lansing and to Detroit Metro Airport. The round trip cost for a nonrefundable ticket from Jackson to Detroit Metro is \$45.00 and \$62.00 for a refundable ticket for the same trip. Pick up and drop off for passengers is at the Baymont Hotel and parking costs for travelers at the Baymont is \$2.00 per day. With the plan for the Michigan Flyer to proceed directly to and from East Lansing and Ann Arbor on I-96, Jackson would be left without bus service beginning April 2, 2012.

I have spoken to Gordon MacKay, President of Indian Trails, about the plan to drop Jackson from the Michigan Flyer service. He is willing to discuss a variety of conditions and scenarios that may allow some service to remain for Jackson citizens wishing to utilize bus service to the Detroit Metro Airport. I have also spoken to Cameron McCollum, General Manager of the Jackson Transportation Authority (JTA), and Phil Moilanen, President of the Board of Directors of the Jackson Transportation Authority. Each has expressed an interest in discussing the conditions required for JTA to participate in a solution. We have discussed, but not agreed to, exploring the potential for JTA to run a commuter service to and from Ann Arbor to link Jackson passengers to the Michigan Flyer service. Mr. Moilanen and Mr. McCollum have apprised the JTA Board of Directors of our conversation and will work with the City to coordinate and response to the challenge.

Although the use of the bus service has been relatively light from Jackson, supporting mass transportation options from Jackson for our citizens is an important goal. The City must remain an advocate and facilitator to encourage the continuation of this significant service. I intend to keep the Mayor and the City Council informed of our progress.

LS:skh

cc: Cameron McCollum, General Manager, Jackson Transportation Authority
Phil Moilanen, President, Board of Directors, Jackson Transportation Authority



Michigan Flyer drops Jackson from Metro Airport bus route

Published: Monday, February 20, 2012, 12:08 PM Updated: Monday, February 20, 2012, 1:46 PM



Brad Flory | bflory2@mlive.com

By

JACKSON -- The Michigan Flyer, a bus service running between East Lansing and Metro Airport in Wayne County, will drop Jackson from its route.

Airport bus service will end in Jackson after April 1, the company announced.

The change comes as **Michigan Flyer**, an offshoot of the Indian Trails bus line, changes routes to beef up service to Ann Arbor.



"We have many loyal passengers in the Jackson area, and we're sorry to disappoint any of you, but the volume has not been sufficient to support the current route," the company said in a **written statement**.

"We're working hard to find a way to reinstate the service through Jackson, hopefully yet this year."

Working in **partnership with the Ann Arbor Transportation Authority**, Michigan Flyer will switch its route to and from Lansing from U.S. 127 to I-96, leaving Jackson out of the path of travel.

The new service, called AirRide, is touted for non-stop Michigan Flyer service between East Lansing and Ann Arbor. Jackson is currently the only stop.

The company hopes to increase business not just with airline travelers, but also with students, faculty and staff traveling between Michigan State University and the University of Michigan.

Michigan Flyer began service in Jackson in 2006 and makes eight round trips a day to Metro Airport. Local passengers are picked up and dropped off at the Baymont motel.

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MICHIGAN'S LUXURY MOTORCOACH CONNECTION
TO AND FROM DETROIT METRO AIRPORT

Tuesday, February 28, 2012 [Home](#) [Schedules](#) [AirRide](#) [Rates](#) [Reservations](#) [About Us](#) [Contact](#) [Partners](#) [Flyer News](#)
Agent Login

New Schedule and Route beginning April 2, 2012- see below
Spring Break 2012- non-refundable travel dates

Eastbound: (E.Lansing, Jackson and Ann Arbor to Detroit Metro)- March 2nd and 3rd.

Westbound: (Detroit Metro to Ann Arbor, Jackson and E. Lansing) -March 10th and 11th.

Tickets purchased for these dates are non-refundable/non-exchangable. For all other dates, please see our cancellation/change policy page.

Schedules

Boarding in East Lansing begins 15 minutes before departure. Passengers arriving within 3 minutes of departure may be denied boarding.

Michigan Flyer operates seven days a week, including holidays. Please book in advance for peak holiday travel dates.

Wheelchair access coaches require 24 hour advance reservations. Please notify office when traveling with a scooter.

Office hours of operation are:

6:15am-8:00pm Mon-Fri

8:00am-8:00pm Sat-Sun

Reservations can be made online 24/7 or by phone until 7:00pm.

(517) 333-0400. Schedules subject to change

Schedule through April 1, 2012

Eastbound to Detroit Metro						
Frequency	Number	East Lansing	Jackson	Ann Arbor	DTW McNamara	DTW North
	8002	3:30 am	4:10 am	4:55 am	5:35 am*	5:25 am*
Daily	8004	5:00 am	5:40 am	6:25 am	7:00 am	7:10 am
Daily	8006	6:30 am	7:10 am	7:55 am	8:30 am	8:40 am
Daily	8008	8:15 am	8:55 am	9:40 am	10:15 am	10:25 am
Daily	8010	10:15 am	10:55 am	11:40 am	12:15 pm	12:25 pm
Daily	8016	12:00 pm	12:40 pm	1:25 pm	2:00 pm	2:10 pm
Daily	8020	2:00 pm	2:40 pm	3:25 pm	4:00 pm	4:10p
Daily	8022	4:05 pm	4:45 pm	5:30 pm	6:05pm	6:15 pm

*Coach 8002 departing at 3:30 am from E. Lansing will drop at North terminal first and then McNamara.

Westbound from Detroit Metro						
Frequency	Number	DTW North	DTW McNamara	Ann Arbor**	Jackson**	East Lansing
Daily	8001	7:20 am*	7:00 am *	7:50 am	8:35 am	9:15 am
Daily	8005	9:10 am	9:25 am	9:55 am	10:40 am	11:20 am
Daily	8009	11:00 am	11:15 am	11:45 am	12:30 pm	1:10 pm
Daily	8013	1:05 pm	1:20 pm	1:50 pm	2:35 pm	3:15 pm
Daily	8017	3:00 pm	3:15 pm	3:45 pm	4:30 pm	5:10 pm
Daily	8019	5:15 pm	5:30 pm	6:00 pm	6:45 pm	7:25 pm
Daily	8021	7:15 pm	7:30 pm	8:00 pm	8:45 pm	9:25 pm
Daily	8023	9:30 pm	9:45 pm	10:15 pm	11:00 pm	11:40 pm

* Coach 8001 departs McNamara terminal and then North Terminal

**Westbound Ann Arbor and Jackson departures require advance reservations. Passengers traveling in either direction between East Lansing to Ann Arbor must call to change your reservation before the scheduled departure time. "No-show" reservations will be unusable.

New route and schedule beginning April 2, 2012

EASTBOUND

Julius A. Giglio

City Attorney

Bethany M. Smith

Deputy City Attorney

Gilbert W. Carlson

Assistant City Attorney

OFFICE OF THE



CITY ATTORNEY

161 West Michigan Avenue

Jackson, MI 49201

(517) 788-4050

(517) 788-4023

Fax: (517) 788-4059

CITY COUNCIL MEETING

March 13, 2012

NEW BUSINESS

MEMO TO: Honorable Mayor and City Councilmembers

FROM: Julius A. Giglio 

SUBJECT: Deferred Retirement Option Program (DROP)

MOTION: The requisite action is to approve the Ordinance and to place it on the next regularly scheduled City Council Agenda for adoption.

At the February 21, 2012 City Council meeting, an ordinance was presented to Council for extension of the City's Deferred Retirement Option Program (DROP). Under the proposed ordinance, the time for election to participate in the DROP was extended four years, from June 30, 2012 to June 30, 2016. In addition, the length of time an employee may remain in the DROP was extended from three to four years. Subsequent to the February 21st council meeting, Finance Director Phil Hones and I had occasion to speak with an outside attorney who has expertise in DROP programs and who had drafted the city's DROP plan summary. Based on our discussions, it was decided it would be more prudent to extend the DROP by allowing the current DROP ordinance to expire and adopt a new DROP ordinance. It was also suggested that we not increase the time for participation in the DROP from three to four years for either the current DROP or the new DROP. Accordingly, I have retained the three year provision for participation in the DROP (See Section 2-509.3 (c)).

Attached is the DROP ordinance to be placed before City Council for consideration at the March 13, 2012 Council meeting. If Council wishes to adopt the ordinance, it should be placed on the next available Council Agenda (March 27, 2012) for adoption.

If Council has any questions, please feel free to contact me.

JAG/dn

Enc.

cc Laurence Shaffer, City Manager
Phil Hones, Finance Director

ORDINANCE NO. 2012-__

An Ordinance to add Section 2-509.3 to Chapter 2, Article VI, of the Jackson City Code of Ordinances, to create a new Deferred Retirement Option Program (DROP) commencing on July 1, 2012 and expiring June 30, 2016.

THE PEOPLE OF THE CITY OF JACKSON ORDAIN:

Section 1. Enactment of Section 2-509.3 of Chapter 2, Article VI, of the Code of Ordinances.
Section 2-509.3 of Chapter 2, Article VI, of the Jackson City Code of Ordinances shall read as follows:

Sec. 2-509.3. Deferred retirement option program (DROP).

- (a) Effective July 1, 2012 through June 30, 2016, a person from benefit group general who satisfies the age and service conditions established in [section] 2-509(b)(1) is eligible to voluntarily elect to terminate membership in the retirement system but remain actively employed in a membership position for up to three (3) additional years, freeze retirement benefit level (including amount of credited service, final average compensation and applicable multiplier) on the effective date of the election, and direct the board of trustees to pay the monthly retirement benefit to a board-approved defined contribution retirement plan account (hereafter referred to as a DROP account), managed by a board-approved independent investment company. Once participation in DROP is commenced, the decision to choose to enter the DROP is irrevocable.
- (1) The person's DROP benefit will be the monthly retirement benefit to which the member would have been entitled if the member had actually retired on the DROP effective date (less the annuity withdrawal, as set forth in section 2-513.2, if applicable). At the time of the DROP election, the member must choose between the straight life pension (section 2-513) or one of the optional forms of payment (section 2-514). That choice is irrevocable once the member commences participation in DROP.
- (2) The board will send the monthly retirement benefit checks to the independent company to be invested as directed by the participating person, and in accordance with the procedures established by the independent company. The independent investment company will provide educational information to each participant about the available investment options, information about costs and fees associated with each investment option, and timely account activity statements. A person participating in DROP will assume all responsibility for DROP account performance and costs associated with investment decisions, and will accrue the benefit of all investment decisions.

- (3) If the person electing to participate in DROP also elects the annuity withdrawal option (section 2-513.2), the annuity withdrawal funds will be deposited directly into the person's individual DROP account. The board will select an independent investment company to manage and maintain individual, self-directed DROP investment accounts for each person electing to participate in this option, as well as guidelines for the company managing said accounts. The board will ensure that persons who elect to participate in DROP have a reasonably diverse set of investment options from which to choose.
- (4) During the period of DROP participation, the participating person will discontinue making contributions to the retirement system based on the participating person's compensation earned as an employee in a membership position. The city will continue to make contributions to the retirement system, however, as if the DROP participant working in a membership position was still a member of the retirement system.
- (5) The person entering the DROP must cease employment in a membership position no later than the third anniversary of entering DROP. Failure to terminate employment in a membership position by the third anniversary of entering DROP will result in a forfeiture of the person's monthly pension benefit otherwise payable to the person's individual DROP account and/or payable as a pension benefit.
- (6) Upon termination of employment in a membership position, the former DROP participant will begin receiving retirement benefit as a monthly pension payment. Upon termination of DROP participation, the participant must choose one or more distribution methods, as provided in the plan guidelines adopted by the board in April 2008 or any guideline adopted hereafter, which may be changed from time to time.
- (7) If a person participating in DROP dies either (i) before actual termination of service, or (ii) after termination of service but before the DROP account balance has been fully paid out, the participant's designated beneficiary(ies) will receive the remaining balance in the participant's DROP account in the manner in which the beneficiary elects from the approved list of distribution methods reference in subsection (a)(6), above. If the DROP participant fails to name a beneficiary, the DROP account balance will be paid to the participant's beneficiary of benefit from the retirement system. If there is no such beneficiary, the account balance will be paid in a lump sum to the participant's estate. Benefits payable from the retirement system are determined as though the DROP participant had separated from service the day before the participant's date of death.
- (8) If the person participating in DROP becomes totally and permanently disabled from further performance of the essential functions of the membership position, the person's participation in DROP ceases and the member will receive such

benefits as if the member had retired and terminated employment when the person commenced participation in DROP.

- (b) The DROP, as established by this ordinance and operated pursuant to the guidelines established by the board in April 2008 or any guideline adopted hereafter, is intended to operate in accordance with Section 415 of the Internal Revenue Code and any other applicable laws of the United States. Any provision of portion of the DROP that is found to be in conflict with the applicable laws is hereby declared null and void.
- (c) The option to elect DROP expires at 5:00 p.m. on June 30, 2016. Persons who elect to participate in DROP, effective on or before June 30, 2016, may continue in the program for a maximum of three (3) years following the effective date of such election.
- (d) Participation in DROP by persons in benefit group MAPE is governed by the provision of the labor agreement between the city and the MAPE/Jackson Unit.

Section 2. Effective Date

This Ordinance takes effect July 1, 2012.



Department of Community Development
Building a Stronger Community

161 W. Michigan Avenue • Jackson, MI 49201-1303
Telephone (517) 788-4060 • Facsimile (517) 780-4781

CITY COUNCIL MEETING
March 8, 2012
Ordinances

TO: Honorable Mayor and City Councilmembers

FROM: Patrick H. Burtch, Deputy City Manager/Community Development Director *PHB*

SUBJECT: Ordinance to Establish a Registry for Foreclosed, Vacant and Abandoned Residential Property

MOTION

Approve the Ordinance and place it on the next regularly scheduled City Council Agenda for adoption.

As part of the overall Economic Stabilization Program for the City of Jackson, Neighborhood Economic Stabilization examines various strategies to improve the City's supply of aged housing stock. To that end, the Department of Community Development and the City Attorney's Office staffs have spent a considerable amount of time formulating a registry ordinance that will require all foreclosed, vacant and abandoned residential properties to be registered with the Department of Community Development. As you are aware, while the City of Jackson Non-Owner Occupied Registry Ordinance approved at the last City Council meeting covers residential structures, it does not necessarily encompass those properties foreclosed by financial institutions and as a result many homes that are abandon and in foreclosure fall into disrepair.

The reasons for requiring registration of these properties are numerous. Among the most important reasons is the protection of the health, safety and welfare of the residents of the City of Jackson by preventing blight, protecting property values and protecting neighborhood integrity. Another crucial reason for adoption of the proposed ordinance is to ensure that these properties are being maintained in a safe and secure manner, thereby reducing the attraction of children, vagrants and criminals.

Many foreclosed, vacant and abandoned residential properties have out-of-town owners who do not regularly inspect and maintain these properties. These properties commonly become dilapidated and dangerous. In order to ensure that these properties are not blight on the City, and to ensure the maintenance and security of these properties, a monthly monitoring fee will be assessed against the owner. This fee will provide for a monthly inspection by the Department of Community Development to ensure that the property has not become a hazard to the public.

In an effort to continue the City Council's efforts to stabilize neighborhoods and continue our discussion with interested stakeholders, I humbly submit this ordinance for first reading.

Patrick Burtch

cc: Bethany Smith, Deputy City Attorney

ORDINANCE NO. 2012-_____

An ordinance adding Article VI – Foreclosed, Vacant and Abandoned Residential Property Registry to Chapter 14 of the Code of Ordinances, City of Jackson, Michigan to provide a registry of foreclosed, vacant, and abandoned residential properties in order to protect the health, safety and welfare of the citizens of the City of Jackson by preventing blight, protecting property values and neighborhood integrity, and ensuring maintenance of foreclosed, vacant, and abandoned residential properties.

THE PEOPLE OF THE CITY OF JACKSON ORDAIN:

Section 1. That Article VI, Sections 14-400 through 14-500 of Chapter 14 of the Code of the City of Jackson be, and the same hereby are, amended to read as follows:

ARTICLE VI – FORECLOSED, VACANT AND ABANDONED RESIDENTIAL
PROPERTY REGISTRY

Section 14-400. Title.

This Article shall be known as the “Foreclosed, Vacant and Abandoned Residential Property Registry Ordinance.”

Section 14-401. Findings and purpose.

The City Council finds that there are foreclosed, vacant, or abandoned residential properties in the City that are a public nuisance and that foreclosed, vacant, and abandoned residential properties that are not maintained and secured constitute a hazard to the public health, safety and welfare for the following reasons:

- (1) These properties often become dilapidated because they are not maintained by the owners of the properties;
- (2) These properties attract children, harbor vermin, and provide shelter for vagrants and criminals;
- (3) These properties are more likely to be vandalized or be the target of arsonists;
- (4) These properties provide a dumping ground for garbage, trash and other debris; and
- (5) These properties require an increased amount of City resources and staff time to maintain, secure, demolish or otherwise respond to problems associated with them.

The City Council finds that owners of foreclosed, vacant, and abandoned residential properties should be held accountable for the physical condition of their properties. At a minimum, the owners should prevent the properties from creating a blight upon the surrounding neighborhood and decreasing property values. The City Council also finds that a responsible local agent should be required for all properties not owned by persons or entities within a reasonable distance of the City in order to safeguard the properties

Abandoned/Foreclosed Properties Ordinance

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and structures, assist City personnel with access for inspections, and accept notices concerning the properties.

Section 14-402 Definitions.

Unless the context indicates otherwise, the following words used in this Article shall have these meanings:

Abandoned property means a parcel of real property that is unoccupied in any manner for a period of more than six (6) months. Property will be presumed abandoned when mortgage or tax foreclosure proceedings have been initiated for that property, no mortgage or tax payments have been made by the property owner for at least ninety (90) days, and the property has been vacant for at least ninety (90) days. A dwelling may not be considered abandoned if all appropriate permits are issued, in force, and construction is ongoing.

Chief Building Official means the official designated by the City to enforce building, zoning, or similar laws and this Article, or his or her duly authorized representatives.

Foreclosure means the process by which a lien, mortgage, or security interest is enforced against a parcel of real property through sale or offering for sale of the real property to satisfy the debt or claim. For the purposes of this Article, a parcel of real property for which there is any of the following shall constitute a foreclosed property:

- (1) A notice of foreclosure;
- (2) A notice of trustee's sale;
- (3) A foreclosure sale of the real property where the title to the real property was retained by the beneficiary of a mortgage;
- (4) A pending tax sale; or
- (5) A transfer of title under a deed in lieu of foreclosure or deed in lieu of sale.

Owner means any person or entity with any legal or equitable ownership or possessory interest in any real property, with or without accompanying actual possession thereof. The owner shall include, but not be limited to, a bank, a credit union, a trustee or financial institution which is in possession (in whole or in part) of the real property, or that is foreclosing a lien or mortgage interest in the property but may or may not have legal or equitable title. Owner also means any person or entity having charge, care or control of any real property as agent of the owner, as executor, administrator, trustee or guardian of the estate of the owner.

Responsible Local Agent means a representative of a person, corporation, partnership, firm, joint venture, trust, association, organization, or other entity having a legal or equitable interest in property who has authority to do the following:

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- (1) Receive all official notices concerning housing, zoning or dangerous buildings on behalf of the owner of a property, and any notice received by the responsible local agent shall be deemed to have been received by the property owner; and
- (2) Be responsible for providing access to the property for any inspection necessary to ensure compliance with the terms of this Chapter.

Securing means taking such measures as may be directed by the Department of Community Development that render the property inaccessible to unauthorized persons, including, but not limited to, the repairing of fences and walls, chaining or padlocking of gates, and repair of doors, windows and other openings.

Vacant property means a parcel of real property that has been unoccupied continuously for a period of thirty (30) days or more, and is either:

- (1) Subject to foreclosure as defined in this Article;
- (2) Has been abandoned by the owner;
- (3) Is under a condemnation notice or order to vacate;
- (4) Is not in compliance with the housing, electrical, mechanical, plumbing, or building codes;
- (5) Has one (1) or more broken or boarded windows;
- (6) Is open to casual entry or trespass;
- (7) Is deteriorating due to a lack of maintenance or neglect;
- (8) Has a building or structure for which a building permit has expired that is partially completed and is not fit for human occupancy;
- (9) Contains a structure that is structurally unsound;
- (10) Has utilities disconnected or not in use;
- (11) Has taxes in arrears for more than one (1) year; or
- (12) Is a potential hazard or danger to the safety of persons.

Section 14-403 Property registration required.

- (1) An owner of a foreclosed, vacant or abandoned residential property within the City shall register the structure with the Department of Community Development within fifteen (15) days of the earlier of:
 - a. The property becoming subject to foreclosure;
 - b. The property becoming a vacant property;
 - c. The property becoming an abandoned property; or
 - d. Notice being sent to the owner of the structure by the Department of Community Development that the structure has been declared a foreclosed, vacant or abandoned residential property.
- (2) An owner of a foreclosed, vacant or abandoned residential property may apply for a registration on forms provided by the Department of Community Development. The owner must pay the required registration fees. No registration is valid unless filled out accurately and completely,

signed by the owner, and the proper fees have been paid. A registration fee once tendered may not be refunded or transferred. It is a violation of this Article for an owner to provide inaccurate information on an application for a registration.

- (3) The registration must contain the following information:
 - a. The address of the foreclosed, vacant or abandoned residential property;
 - b. The date on which the property became foreclosed, vacant or abandoned;
 - c. The legal name, address, telephone number and date of birth of the owner;
 - d. The names, addresses and telephone numbers of the members of any owner that is a limited liability company, and the dates of birth of the members if individuals;
 - e. The names, addresses and telephone numbers of the majority shareholders of any owner that is a corporation, and the dates of birth of the majority shareholders if individuals;
 - f. An Acknowledgment of Local Responsible Agent form signed by the Local Responsible Agent, if required;
 - g. Any additional information required by the Department of Community Development; and
 - h. A statement allowing authorized staff of the City to enter the premises for purposes of inspection.
- (4) Payment in full of all of the following fines, fees and debts relating to the property being registered that are owed to the City and are currently due or past due must be paid prior to obtaining a foreclosed, vacant or abandoned residential property registration:
 - a. Outstanding water or sewer bills;
 - b. All charges for mowing, cleanup, weed or debris removal; and
 - c. Any fines, penalties or debts of any sort arising from provisions of the housing code, including any blight violations.

Section 14-404 Amendment of registration information.

If any information submitted upon the application for issuance of a foreclosed, vacant or abandoned residential property registration changes, including a majority change of new members of an owner that is a limited liability company or a change of the majority shareholders in an owner that is a corporation, the owner must notify the Department of Community Development within ten (10) days and submit an amended application. There shall be no fee to update information if done within ten (10) days, however failure to update information within ten (10) days shall result in a late charge and is a violation of this Article.

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Section 14-405 Property registration valid for two (2) years.

A foreclosed, vacant or abandoned residential property registration is valid for a period of two (2) years from the date of issuance. A renewal foreclosed, vacant or abandoned residential property registration must be applied for at least sixty (60) days prior to the expiration date. Failure to timely renew a property registration is a violation of this Article and shall subject the property owner to late fees.

Section 14-406 Transfer of ownership.

The seller of a foreclosed, vacant or abandoned residential property must notify the Department of Community Development within forty-five (45) days of the sale or transfer and provide the name and address of the purchaser or transferee. The purchaser or transferee must apply for a property registration within forty-five (45) days of the sale or transfer, unless it is intended to be occupied as a single-family owner occupied structure and has filed a Principal Residence Exemption. No refunds or credits of fees will be given when there is a transfer of ownership. If a foreclosed, vacant or abandoned residential structure will be occupied after a sale or transfer of the ownership, a certificate of compliance must first be obtained and all required fees must be paid.

Section 14-407 Responsible Local Agent.

For a foreclosed, vacant or abandoned residential property owned by a person or entity that resides more than seventy-five (75) miles outside of Jackson County, the property owner must designate a Responsible Local Agent who resides within seventy-five (75) miles of Jackson County. If the Responsible Local Agent is a corporation, limited liability company, partnership or other non-profit or for-profit entity, the address of the registered office of the entity must be within seventy-five (75) miles of Jackson County.

Section 14-408 Duty to maintain and secure.

An owner of a foreclosed, vacant or abandoned residential property shall comply with all of the following maintenance and security requirements:

- (1). The property and structure shall be maintained in a secure manner so as not to be accessible to unauthorized persons, including, but not limited to, the closure and locking of windows, doors, gates, and any other openings of such a size that could allow a child or other person to access the interior of the property and/or structures;
- (2) The property on which the structure is located shall be in compliance with Jackson City Code Chapter 26 for grass and vegetation maintenance;
- (3) The property shall be kept free of trash, junk, and debris as required by Jackson City Code Chapter 12;
- (4) The structure shall be maintained in accordance with applicable sections of Jackson City Code Chapter 14;

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- (5) The property shall be kept free of any accumulation of newspapers, circulars, flyers and notices except for those required by federal, state or local law;
- (6) The property and structure shall be maintained free of graffiti as required by Jackson City Code Chapter 17, Article IX;
- (7) The property shall be in compliance with the Jackson City Code Chapter 17, Article VI as to unregistered, dismantled or inoperable vehicles;
- (8) All structures on the property shall be properly winterized so to prevent bursting of pipes; and
- (9) Pools, spas and other water features shall be covered by a safety cover approved by the state construction code and shall comply with the minimum security fencing and barrier requirements.

Section 14-409 Monitoring.

Periodic monitoring, not less than once every thirty (30) days, shall be conducted by the Chief Building Official or his or her authorized representatives to assure continuing compliance with the duties set forth in this Article. A fee determined by resolution of the City Council shall be established to offset the cost of monitoring the foreclosed, vacant, or abandoned residential property. The monitoring fee will be billed quarterly in advance. No refunds or credits of the monitoring fee will be given.

Section 14-410 Abatement.

If the owner fails to secure or maintain the property as required under this section, such failure shall constitute a hazardous and nuisance condition. Within seventy-two (72) hours after a notice to abate has been provided, the Chief Building Official or his or her authorized representative may abate the nuisance without giving further notice. The Chief Building Official or his or her authorized representative may abate the offending condition by arranging for City employees or private contractors to secure and board the structure, remove rubbish and debris from the premises, or make repairs to maintain the buildings and premises to conform to this section. The cost of abating the nuisance condition(s) may be charged to the owner and against the premises. The Chief Building Official or his or her authorized representative may abate a public nuisance without giving notice if the public health or safety requires immediate abatement.

Section 14-411 Appeal of abatement costs.

An owner assessed for abatement costs may appeal the assessment to the Building Code Board of Examiners and Appeals. On appeal, the Building Code Board of Examiners and Appeals shall determine whether the property was in violation of this Article, whether the owner was provided with notice as required by this Article prior to abatement of the nuisance (except for in the case of emergency abatement), and whether the costs charged to the owner and assessed against the property were properly calculated. An appeal shall

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be filed within twenty (20) days after the City serves notice on the owner of the property that the costs will be charged to the owner and assessed against the property.

Section 14-412 Display of property contact information.

Residential properties that are foreclosed, vacant or abandoned shall be posted with a contact number that individuals can call to report problems or concerns to the Department of Community Development. The posting shall be no less than 18' x 24," shall be in a font legible from a distance of forty-five (45) feet, and shall contain, along with the contact number of the Department of Community Development, the words "TO REPORT PROBLEMS OR CONCERNS CALL." The posting shall also contain the name and contact information of the owner of the property or the Responsible Local Agent, if any, along with the words "IS RESPONSIBLE FOR THE MAINTENANCE OF THIS PROPERTY." The posting shall be placed on the interior of a window facing the street to the front of the property so it is visible from the street, or secured to the exterior of the building or structure facing the street to the front of the property. Exterior postings must be constructed of and printed with weather resistant materials.

Section 14-413 Fees and charges.

All fees applicable to this Article shall be set from time to time by resolution of the City Council and shall include at a minimum:

- (1) An annual registration fee charged to the owner at the time of registration of the foreclosed, vacant or abandoned residential property;
- (2) A failure to register fee charged to the owner for failing to register the foreclosed, vacant or abandoned residential property as required by this Article;
- (3) A monthly monitoring fee charged to the owner for periodic inspections by the Department of Community Development to assure continuing compliance with this Article. A non-refundable payment of the first three (3) months of monitoring fees shall be prepaid by the owner at the time of registration;
- (4) An inspection fee charged to the owner for any inspection caused by the owner's failure to comply with the maintenance and security duties set forth in this Article; and
- (5) Administrative charges may also be charged to the owner for search warrants, title searches, boarding and securing, removal of rubbish and debris and preparation for prosecution.

All fees collected from the Foreclosed, Vacant or Abandoned Residential Property Registry shall be placed in a Housing Code Enforcement Fund. No part of the funds held in the Housing Code Enforcement Fund may be transferred into the general operating fund for any reason.

Section 14-414 Exception to requirement to pay registration fee.

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Any property that has a current, valid foreclosed, vacant or abandoned residential property registration shall not be required to pay the registration fee required by the Non-owner Occupied Residential Structure or Unit Registry Ordinance.

Section 14-415 Failure to pay fees and charges.

If an owner fails to pay fees or charges due under the terms of this Article, an invoice for the fees or charges will be submitted to the owner. If the owner fails to pay the invoiced charges within thirty (30) days of mailing of the invoice, the City may cause the cost reflected in the invoice to be assessed against the premises as a special assessment, and the City may institute an action against the owner for the collection of the costs in any court of competent jurisdiction. However, the City's attempt to collect such costs shall not invalidate or waive any lien filed against the property.

Section 14-416 Notice.

All notices required by Chapters 2.5, 4, 5, 12, 13, 14, 17, 26 or 28, including notice of any violations of this Article or demand for abatement concerning a foreclosed, vacant or abandoned residential property may be served upon the registered owner of record or upon the Responsible Local Agent by either first class mail, certified mail, or personal service and by posting a copy thereof in a conspicuous place on or about the structure affected by the notice.

Section 14-417 Disclaimer of liability.

The City shall not be liable to any person or entity by reason of this Article or the issuance of a foreclosed, vacant or abandoned residential property registration. A property registration is not a warranty or guarantee that there are no defects in or on any foreclosed, vacant or abandoned property.

Section 14-418 Nuisance per se.

A vacant structure or unit in violation of this Article is considered to be a nuisance per se and is subject to abatement in any manner prescribed by law.

Section 14-419 Penalties.

A violation of any provision of this Article is a blight violation and is subject to enforcement by the procedures and penalties as provided in Chapter 2.5 of this Code. Each day that a provision of this Article continues to exist is a separate offense.

Section 14-420 Severability.

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If any provision of this Article is determined to be unenforceable by a court, the remainder of this Article shall be deemed severable and is to remain in full force and effect.

Sections 14-421 – 14-500. Reserved.



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

CITY COUNCIL MEETING
March 13, 2012
NEW BUSINESS

TO: Honorable Mayor and City Councilmembers
FROM: Patrick H. Burtch, Deputy City Manager/Community Development Director
RE: Request to Accept Purchase Agreement to Sell the Property at 1707 E. Ganson Street

Action requested of City Council is to:

- 1) **Accept the offer to sell the property located at 1707 E. Ganson Street for \$28,000;**
- 2) **Authorize the Mayor and City Clerk to execute the deed;**
- 3) **Authorize the Deputy City Manager or his designee to sign any required documents at closing; and**
- 4) **Authorize the City Attorney to make minor modifications to the closing documents and to take all other action necessary to effectuate the closing.**

The City has received an offer of \$28,000 for the purchase of the home at 1707 E. Ganson Street (attached). This foreclosed property was acquired in June 2010 for \$24,475 from Independent Bank for the purpose of rehabilitation and resale under the Neighborhood Stabilization Program (NSP).

The rehabilitation of this property was complete in May 2011 for \$23,425 and was originally listed for sale at \$35,000. The post-rehab appraised value of the home was \$43,000; however, recent comparable sales of 28 properties in the neighborhood averaged approximately \$19,525. NSP regulations stipulate the property may not be sold for more than the appraised value or the amount of NSP funds invested in the property, whichever is less. NSP regulations also stipulate properties must be occupied by February 28, 2013. If properties are not sold as owner-occupied units, they must be converted to rental or lease-purchase use in order to gain occupancy by the deadline.

In addition, The Michigan State Housing Development Authority (MSHDA) is requiring a minimum \$1,000 forgivable, mortgage to ensure the period of affordability is met. Funding for the forgivable, second mortgage is to be made from the proceeds of the sale. As part of the attached purchase agreement, the City agrees to contribute the maximum of \$5,600 in the form of a forgivable mortgage with a 5-year period of affordability.

Estimated net proceeds:

Selling price	\$ 28,000
Commission	(3,000)
Estimated closing costs	(440)
MSHDA second mortgage	<u>(5,600)</u>
Estimated net proceeds	\$ 18,960

Net proceeds generated from the sale will be returned to the NSP Fund to be utilized for change orders on NSP projects and future eligible projects. Annual maintenance expenditures and property taxes for 1707 E. Ganson are approximately \$3,700. Staff has indicated the buyer meets the requirements of the NSP and recommends accepting this offer.

Cc: Julius Giglio, City Attorney
Heather Soat, Accounting Manager

Disclosure Regarding Real Estate Agency Relationships

Before you disclose confidential information to a real estate licensee regarding a real estate transaction, you should understand what type of agency relationship you have with that licensee. A real estate transaction is a transaction involving the sale or lease of any legal or equitable interest in real estate consisting of not less than 1 or not more than 4 residential dwelling units or consisting of a building site for a residential unit on either a lot as defined in section 102 of the land division act, 1967 PA 288, MCL 560.102, or a condominium unit as defined in section 4 of the condominium act, 1978 PA 59, MCL 559.104.

- (1) An agent providing services under any service provision agreement owes, at a minimum, the following *duties* to the client:
- (a) The exercise of reasonable care and skill in representing the client and carrying out the responsibilities of the agency relationship.
 - (b) The performance of the terms of the service provision agreement.
 - (c) Loyalty to the interest of the client.
 - (d) Compliance with the laws, rules, and regulations of this state and any applicable federal statutes or regulations.
 - (e) Referral of the client to other licensed professionals for expert advice related to material matters that are not within the expertise of the licensed agent.
 - (f) An accounting in a timely manner of all money and property received by the agent in which the client has or may have an interest.
 - (g) Confidentiality of all information obtained within the course of the agency relationship, unless disclosed with the client's permission or as provided by law, including the duty not to disclose confidential information to any licensee who is not an agent of the client.

(2) A real estate broker or real estate salesperson acting pursuant to a service provision agreement shall provide the following *services* to his or her client:

- (a) When the real estate broker or real estate salesperson is representing a seller or lessor, the marketing of the client's property in the manner agreed upon in the service provision agreement.
- (b) Acceptance of delivery and presentation of offers and counteroffers to buy, sell, or lease the client's property or the property the client seeks to purchase or lease.
- (c) Assistance in developing, communicating, negotiating, and presenting offers, counteroffers, and related documents or notices until a purchase or lease agreement is executed by all parties and all contingencies are satisfied or waived.
- (d) After execution of a purchase agreement by all parties, assistance as necessary to complete the transaction under the terms specified in the purchase agreement.
- (e) For a broker or associate broker who is involved at the closing of a real estate or business opportunity transaction, furnishing, or causing to be furnished, to the buyer and seller, a complete and detailed closing statement signed by the broker or associate broker showing each party all receipts and disbursements affecting that party.

Michigan law requires real estate licensees who are acting as agents of sellers or buyers of real property to advise the potential sellers or buyers with whom they work of the nature of their agency relationship.

SELLER'S AGENTS

A seller's agent, under a listing agreement with the seller, acts solely on behalf of the seller. A seller can authorize a seller's agent to work with subagents, buyer's agents and/or transaction coordinators. A subagent of the seller is one who has agreed to work with the listing agent, and who, like the listing agent, acts solely on behalf of the seller. Seller's agents and their subagents will disclose to the seller known information about the buyer which may be used to the benefit of the seller.

Individual services may be waived by the seller through execution of a limited service agreement. Only those services set forth in paragraph (2)(b), (c), and (d) above may be waived by the execution of a limited service agreement.

Phone:

Fax:

1 MO

BUYER'S AGENTS

K - 2

A buyer's agent, under a buyer's agency agreement with the buyer, acts solely on behalf of the buyer. A subagent of the buyer is one who has agreed to work with the buyer's agent with who, like the buyer's agent, acts solely on behalf of the buyer. Buyer's agents and their subagents will disclose to the buyer known information about the seller which may be used to benefit the buyer.

Individual services may be waived by the buyer through execution of a limited service agreement. Only those services set forth in paragraph (2)(b), (c), and (d) above may be waived by the execution of a limited service agreement.

DUAL AGENTS

A real estate licensee can be the agent of both the seller and the buyer in a transaction, but only with the knowledge and informed consent, in writing, of both the seller and the buyer.

In such a dual agency situation, the licensee will not be able to disclose all known information to either the seller or the buyer. As a dual agent, the licensee will not be able to provide the full range of fiduciary duties to the seller or the buyer.

The obligations of a dual agent are subject to any specific provisions set forth in any agreement between the dual agent, the seller and the buyer.

TRANSACTION COORDINATOR

A transaction coordinator is a licensee who is not acting as an agent of either the seller or the buyer, yet is providing services to complete a real estate transaction. The transaction coordinator is not an agent for either party and therefore owes no fiduciary duty to either party.

DESIGNATED AGENCY

A buyer or seller with a designated agency agreement is represented only by agents specifically named in the agreement. Any agents of the firm not named in the agreement do not represent the buyer or seller. The named "designated" agent acts solely on behalf of his or her client and may only share confidential information about the client with the agent's supervisory broker who is also named in the agreement. Other agents in the firm have no duties to the buyer or seller and may act solely on behalf of another party in the transaction.

LICENSEE DISCLOSURE (Check one)

I hereby disclose that the agency status of the licensee named below is:

- Seller's agent
- Seller's agent - limited service agreement
- Buyer's agent
- Buyer's agent - limited service agreement
- Dual agent
- Transaction coordinator (A licensee who is not acting as an agent of either the seller or the buyer.)
- None of the above

AFFILIATED LICENSEE DISCLOSURE (Check one)

- Check here if acting as a designated agent. Only the licensee's broker and a named supervisor broker have the same agency relationship as the licensee named below. If the other party in a transaction is represented by an affiliated licensee, then the licensee's broker and all named supervisory brokers shall be considered disclosed consensual dual agents.
- Check here if not acting as a designated agent. All affiliated licensees have the same agency relationship as the licensee named below.

Further, this form was provided to the buyer or seller before disclosure of any confidential information.

Handwritten initials

J. C. Scanlon
Licensee

1.23.12
Date

Licensee

Date

ACKNOWLEDGMENT

By signing below, the parties acknowledge that they have received and read the information in this agency disclosure statement and acknowledge that this form was provided to them before the disclosure of any confidential information. **THIS IS NOT A**

CONTRACT.

Mackenzie D. O'Dell
Potential Buyer Seller (check one)

1.23.12
Date

Potential Buyer Seller (check one)

Date

Disclaimer This form is provided as a service of the Michigan Association of REALTORS®. Please review both the form and details of the particular transaction to ensure that each section is appropriate for the transaction. The Michigan Association of REALTORS® is not responsible for use or misuse of the form, for misrepresentation, or for warranties made in connection with the form.

**RESPONSIBILITIES OF SELLERS UNDER
RESIDENTIAL LEAD-BASED PAINT HAZARD REDUCTION ACT
Information for Sellers and Purchasers**

Property Address 1707 E. Hanson

The disclosure requirements listed below are imposed on sellers of residential housing built prior to 1978.

1. Sellers must disclose the presence of any lead-based paint hazards actually known to the seller. A *Lead-Based Paint Seller's Disclosure Form* for providing such information is available from your REALTOR. This disclosure must be made prior to the sellers' acceptance of the purchasers' offer. An offer may not be accepted until after the disclosure requirements are satisfied and the purchasers have had an opportunity to review the disclosure language, and to amend their offer, if they wish.

a. If the sellers are aware of the presence of lead-based paint and/or lead-based paint hazards in the property being sold, the disclosure must include any information available concerning the known lead-based paint and/or lead-based paint hazard, including the following:

- i. The sellers' basis for determining that lead-based paint and/or lead-based paint hazards exist;
- ii. The location of the lead-based paint and/or lead-based paint hazards; and
- iii. The condition of the painted surfaces.

b. If a lead-based paint hazard is not known to the seller, the disclosure must include a statement disclaiming such knowledge.

c. The sellers must provide a list of any records and reports available to the sellers pertaining to lead-based paint and/or lead-based paint hazards, copies of which must be provided to the purchasers. (If no such records or reports exist, the disclosure statement should affirmatively so state.)

d. The disclosure must include the following government-mandated *Lead Warning Statement*:

Every purchaser of any interest in residential real property on which a residential dwelling was built prior to 1978 is notified that such property may present exposure to lead from lead-based paint that may place young children at risk of developing lead poisoning. Lead poisoning in young children may produce permanent neurological damage, including learning disabilities, reduced intelligence quotient, behavioral problems, and impaired memory. Lead poisoning also poses a particular risk to pregnant women. The seller of any interest in residential real property is required to provide the buyer with any information on lead-based paint hazards from risk assessments or inspections in the seller's possession and notify the buyer of any known lead-based paint hazards. A risk assessment or inspection for possible lead-based paint hazards is recommended prior to purchase.

2. Sellers must provide purchasers with a copy of the federal pamphlet entitled *Protect Your Family From Lead In Your Home*. Again, a copy of this pamphlet is available from your REALTOR.

3. Sellers must permit a purchaser a ten (10) day period (unless the parties mutually agree, in writing, upon a different period of time) to have the property tested for lead-based paint before purchasers become obligated under the purchase agreement.

The undersigned hereby acknowledge that the REALTOR named below has reviewed the contents of the *Responsibilities of Sellers Under Residential Lead-Based Paint Hazard Reduction Act* with me and provided me with a copy.

Seller(s) (Purchaser(s)) (circle one)

Mackenzie O'Dell

REALTOR

J. C. Anderson

Date: 1-21-12

Date: 1-21-12

DISCLAIMER: This form is provided as a service of the Jackson Area Association of REALTORS. Users of this form are expected to review the form and the details of the transaction to ensure that each section of the form is appropriate for the transaction. The Jackson Area Association of REALTORS is not responsible for the use or misuse of this form, or for misrepresentations or warranties made in connection with this form.



JACKSON AREA ASSOCIATION OF REALTORS



12/98



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PURCHASE AGREEMENT

Listing Office THINKING Real Estate
 Phone _____ Fax: _____
 Listing Agent Marc Meyer
 Phone _____ Fax: _____
 Email _____

Property Address 1707 E Garson
 Selling Office THE BROKERAGE HOUSE
 Phone 517-788-8733 Fax: _____
 Selling Agent Jennifer Scanlon
 Phone 517-592-8780 Fax: _____
 Email jennifer@thebrokeragehouse.com

Seller's Agent Dual Agent Transaction Coord. Seller's Agent Buyer's Agent Dual Agent Transaction Coord.

1. THIS offer made at 2 AM/PM / 12/31/12 between (Buyer) Mackenzie D. Dell
 Specify marital/legal status: single Address _____
 and Seller City of Jackson

2. FOR the purchase of the property commonly known as 1707 E Garson
 City Jackson Zip 47902 or described as _____
 located in the _____ of _____ County of JACKSON, State of Michigan;
 subject to all existing restrictions, easements, rights-of-way, zoning laws, the lien of taxes not yet due and payable at the time of
 closing, and land use regulations affecting the use of the property. ALL buildings, attached fixtures, improvements, built-in
 appliances, landscaping, and gas, oil and mineral rights owned by Seller are included in the purchase price. Exceptions or
 Additions: _____

3. FOR the sum of \$ 28,000.00 In the form of U.S. dollars, by cash, title company check, bank check, cashier's check
 or money order. (No personal checks)

4. PERSONAL PROPERTY - The sale price includes items of personal property as follows: See Addendum A

5. TERMS of purchase to be indicated by "X" below (Other unmarked terms of purchase do not apply):

_____ CASH: The full purchase price upon the execution and delivery of a Warranty Deed.

NEW MORTGAGE: The full purchase price upon the execution and delivery of a ~~Warranty Deed~~ *See Addendum A, contingent upon Buyer's
 ability to obtain a FHA type mortgage for no less than 30 years, with a minimum down payment of
*20 % of the purchase price at no more than 4.25 % interest per annum. Buyer will supply to the seller a loan
 commitment letter within 10 calendar days from acceptance contingent only on obtaining an acceptable appraisal, title
 work, or any mortgage required inspections.

_____ LAND CONTRACT: \$ _____ upon execution and delivery of a land contract with the balance payable in monthly
 principal and interest installments of \$ _____ or more. Interest at _____ % per annum. Interest to start on date of
 closing and first payment due 30 days after closing date. Land contract due in full no later than _____ after date of
 closing. At time of payoff, seller shall provide a warranty deed and pay all county/state transfer taxes. Additional terms
 _____ If taxes and insurance are not included in the monthly payment,
 Buyer agrees to pay them when billed and furnish evidence to Seller of same.
 Said Contract will _____ will not _____ have a due on sale clause. BUYER does/does not request a land contract
 memo at the Buyer's expense (circle choice).
 Said Contract will _____ will not _____ have a late fee of _____.

_____ EQUITY: Upon execution and delivery of: () Warranty Deed subject to existing mortgage, or () Assignment of Vendee
 interest in land contract. Buyer to pay the difference between the purchase price and the unpaid debt balance of
 approximately \$ _____ after the _____ payment of \$ _____ on said
 indebtedness, which Buyer assumes and agrees to pay according to the terms of the mortgage or land contract. Buyer shall
 reimburse Seller for accumulated funds held in escrow, if any.

6. EARNEST MONEY Buyer herewith deposits \$ 500.00 in the form of personal check as earnest money to be held by
THE BROKERAGE HOUSE as part of the purchase price or the down payment portion where applicable. If this agreement is
 not accepted, or the conditions, contingencies, and/or any inspections specified are not satisfied, the earnest money shall be
 refunded to the Buyer. If the Seller defaults in the performance of this agreement, Buyer may receive an immediate refund of all
 earnest money in full termination of this agreement or may pursue specific performance of this agreement. If Buyer defaults in the
 performance of this agreement, all deposits shall be forfeited to Seller in full termination of this agreement. If the sale is not
 closed, the REALTOR may notify Buyer and Seller in writing, of REALTOR's intended disposition of the earnest money deposit.
 All parties shall be deemed to have agreed to the disposition of the earnest money deposit unless REALTOR receives written
 objection from either party within ten (10) calendar days of receipt of notification. If a dispute occurs involving the deposit, in whole
 or in part, the non - prevailing party, as determined by the court, will reimburse the other party and Broker(s) for reasonable
 attorney's fees and expenses incurred in connection with the dispute, including interpleader actions. If a dispute exists between the
 Seller and Buyer, Seller and Buyer agree that the Selling Broker/Escrow Agent shall not release the Earnest Money Deposit
 without the written consent of both parties.

PURCHASE AGREEMENT

Property Address 1707 E Garson

7. FORM of Conveyance:

- A. Seller shall convey and transfer, by ~~Warranty Deed~~ or Land Contract, a marketable record title to the property and improvements as evidenced by Owner's Title Insurance Policy with standard exceptions dated in the amount of the purchase price, subsequent to this agreement, and pay all county/state transfer tax.
- B. When applicable, insert the number of divisions and include in deed/land contract: "The grantor grants to the grantee the right to make _____ (insert number) division(s) under Section 108 of the land division act, Act. No. 288 of the Public Acts of 1967."

8. CLOSE of sale shall be on or before MARCH 2, 2012

9. POSSESSION to be given no later than DAY OF after close of sale, subject to Tenant's Rights, if any, without payment of rent or with payment of rent of \$ N/A per day, including the day of closing through the day keys are delivered. Rent in the sum of \$ N/A will be withheld from Seller at closing and held by _____ Within 7 days after delivery of keys by Seller, the funds will be distributed according to the terms of this Purchase Agreement. Seller will remove trash and debris from the property and leave it in broom - clean condition. Other provisions: _____

10. ADDITIONAL ADJUSTMENTS: Rent, association fees, fuel oil and/or propane gas in tank, and fixed water and/or sewer bills, if any, are to be prorated to date of closing. \$ _____ will be retained from Seller's proceeds by _____ to be applied to final billing for METERED water and sewer charges.

11. TAXES are to be treated as if they cover the CALENDAR YEAR in which they are first billed. Taxes first billed in years prior to year of closing shall be paid by the SELLER. Taxes which are first billed in the year of closing shall be prorated so that SELLER shall pay taxes from the first of the year to closing date and BUYER shall pay taxes for the balance of the year, including the day of closing. If any bill for taxes is not issued as of the closing date, the current taxable value, homestead status and millage rate shall be used for proration purposes, plus collection fee, if any. EXCEPT, if taxes are unallocated as to the parcel being sold, Buyer and Seller agree that this split represents N/A % of the total and this allocation will be used for proration purposes as well as for any reimbursements owed by either party for future bills that do not reflect the split.

12. ASSESSMENTS: Seller shall pay all installments of special assessments due as of the closing date. Installments of existing special assessments due after the closing date shall be paid by the Seller (If the buyer elects to assume existing special assessments and is obtaining a mortgage, buyer should confirm with lender that the assessment can be assumed). Assessments levied after the closing date to be paid by Buyer. Seller has no knowledge of any pending assessments and/or benefit charges that have not been disclosed in writing to the Buyer in this Agreement. Any exceptions shall be disclosed to Buyer in writing.

13. ~~SELLER~~ / BUYER (circle choice) shall furnish at his expense an inspection by a licensed pest control company for termites, powder post beetles carpenter ants and carpenter bees. If active infestation is found, or evidence of previous untreated termite infestation, it shall be the option of the Seller, within 7 days from inspection, to contract to treat and to contract to repair any ruined material resulting from termites, powder post beetles or carpenter ants. If the Seller does not contract to treat and repair, this agreement may be declared null and void by the Buyer. no Buyer waives pest inspection.

14. LEAD BASED PAINT

A. Buyer acknowledges that prior to signing this Purchase Agreement, Buyer has received and reviewed a copy of the Lead-Based Paint Seller's Disclosure Form which the Seller completed on 1/1, the terms of which are incorporated herein by reference.

TO BE PROVIDED

B. Initial One: _____ Buyer shall have a _____ day opportunity after the date of this Agreement to conduct an inspection of the property for initial presence of lead-based paint and/or lead-based paint hazards. (Federal regulations require a 10-day period or other mutually agreed upon period of time.)

no Buyer hereby waives his/her opportunity to conduct a risk assessment or inspection for the presence of lead-based paint initial and/or lead-based paint hazards.

_____ No lead-based paint disclosure form is required because the property was built in 1978 or later.
Initial _____

15. DISCLOSURE STATEMENT ACKNOWLEDGEMENT N/A - See Addendum A
Buyer acknowledges receipt of Seller's Disclosure Statement, which was signed by the Buyer on 1/1 in compliance with the Michigan Seller Disclosure Act.

Seller initials _____ Buyer Initials MO
Seller Initials _____ Buyer Initials _____



PURCHASE AGREEMENT

Property Address 1707 E. GANSON

16. MECHANICAL, ELECTRICAL AND STRUCTURAL INSPECTION

MO This Purchase Agreement is contingent upon an inspection by inspector of Buyer's choice, at Buyer's expense, to ascertain current condition of the property within ten (10) calendar days of acceptance of this offer. This contingency shall be deemed waived unless the Buyer, based on the results of the inspection, objects in writing within the time period permitted for the inspection. NOTE: The intention of the inspection(s) is not to create a list of repairs for the Seller to correct. It is the Seller's position that the negotiated price fairly reflects the present "AS-IS" condition of the property.
Buyer waives inspection.

17. WELL AND SEPTIC INSPECTIONS

Connected to community water Connected to community sewer

- Seller / Buyer (circle choice) to furnish a written report stating that the water is potable. by a certified inspector.
- Seller / Buyer (circle choice) to furnish a written report that the well system is in good working order. by a certified inspector.
- Seller / Buyer (circle choice) to furnish a written report stating that the septic system is in good working order. by a certified inspector.
- Buyer waives water/septic inspection

NOTE: If any of the above reports regarding well and septic are found deficient, the Seller and the Buyer agree to negotiate in good faith the cost of the correction.

18. SURVEY/MORTGAGE REPORT/PROPERTY IMPROVEMENT REPORT

- Mortgage Report - Buyer shall provide, at buyer's expense, a current mortgage report certified to Buyer's lender only if required by lender. This report shall identify any buildings and improvements on the property as described with no boundary lines established.
- Property Improvement Report - Buyer shall furnish at buyer's expense a current property improvement report certified to the buyer. This report shall identify any buildings and improvements on the property as described with no boundary lines established. (This document can be utilized in situations where the lender does not require a mortgage certificate.)
- Boundary (Stake) Survey - Seller Buyer (check choice) shall furnish at their expense a current report identifying any buildings, encroachments and improvements within the boundaries of the described property. This survey shall show all boundaries and property shall be staked at all corners.
- Buyer waives stake survey, mortgage report and property improvement report.

19. HOME WARRANTY

Buyer has been advised of the availability of a Home Warranty program. Said Home Warranty plan to be provided by _____ at _____ expense.
 Buyer waives Home Warranty.

20. CONDITION OF PROPERTY: BUYER HAS PERSONALLY EXAMINED THIS PROPERTY AND AGREES TO ACCEPT SAME IN ITS "AS IS" CONDITION AND SELLER AGREES NOT TO ADVERESLY ALTER THE PRESENT CONDITION. If said premises are damaged by fire or other casualty prior to closing, Buyer may elect to revoke this Agreement and be reimbursed for all earnest money hereunder, or conclude the sale on the payment to Buyer of such insurance proceeds necessary to repair the property to its condition at the time of this Agreement's acceptance. Buyer shall assume all risk of loss or damage not caused by acts of negligence of the Seller from date of closing. **WALK THROUGH INSPECTION:** Although the Buyer has the right to a walk-through inspection prior to closing, the sole purpose is to determine if it is in the same condition as when the Purchase Agreement was executed, and the included personal property remains on the premises.

21. SELLER/BUYER HAS BEEN ADVISED TO SEEK LEGAL COUNSEL TO INSURE THAT: 1) the details of the Purchase Agreement are being adhered to, 2) title is marketable, 3) Property complies with or is not affected by the Land Division Act, as amended, and 4) to determine how buyer(s) will take title.

22. VOLUNTARY ARBITRATION AGREEMENT: Any claim of Seller or buyer arising out of this agreement relating to the disposition of the earnest money deposit or the physical condition of the property covered by this agreement shall be arbitrated in accordance with the rules, then in effect, adopted by the Michigan Association of REALTORS® arbitration provider. This is a separate voluntary agreement between the Seller and Buyer and the failure to agree to arbitrate does not affect the validity of this purchase agreement. This agreement is made subject to and incorporates the provisions of Michigan law governing arbitrations, including MCL 600.5001 and MCR 3.602, as neither is amended. The arbitration award is enforceable by judgment rendered in any circuit court. This agreement shall survive closing.

A. ARBITRATION ACCEPTED (initials)

Seller _____ Buyer MO
Seller _____ Buyer _____

B. ARBITRATION DECLINED (initials)

Seller _____ Buyer _____
Seller _____ Buyer _____

Seller initials _____ Buyer Initials MO
Seller Initials _____ Buyer initials _____



PURCHASE AGREEMENT

Property Address 1707 E. GANSON

23. OTHER PROVISIONS: *BUYER TO PARTICIPATE IN A DOWN PAYMENT PROGRAM
PROVIDING 20% DOWN PAYMENT - NEIGHBORHOOD STABILIZATION
MISHDA

*BUYER REQUESTS ASSISTANCE W/CLOSING COSTS UP TO 3% OF
selling price - see Addendum A

24. MISCELLANEOUS: The parties agree that a) there are no additional written, any oral agreements or understandings, b) the Agreement shall not be amended or modified unless both parties do so in writing, c) this Agreement shall be governed and construed in accordance with the laws of the State of Michigan, d) invalidation of one or more terms shall not affect the validity of the remaining terms, e) this Agreement shall survive the closing, the delivery of deeds, instruments or contracts and shall not merge into any such documents of conveyance provided for herein and f) information concerning the sale of property shall be reported for statistical and comparison purposes to the Jackson Area Association of REALTORS®. Parties waive any right to claim damage from the dissemination of such information.

25. Buyer gives the Seller until 10 @ AM/PM 2/18/12 for written acceptance of this agreement and agrees that this agreement, when accepted by Seller via original or facsimile signature, will constitute a binding agreement between Buyer and Seller.

<u>[Signature]</u> WITNESS	<u>Mackenzie O'Dell</u> BUYER	<u>[Signature]</u> BUYER
<u>Jenifer Scanlon</u> SELLING AGENT NAME & PHONE	<u>MACKENZIE O'DELL</u> Print Buyers Legal Name	<u>[Signature]</u> Print Buyers Legal Name

26. Seller's Acceptance: / / AM/PM
The above is hereby accepted _____
and Seller gives the Buyer until _____ AM/PM / / , to accept any changes. Receipt is acknowledged by Seller of a copy of this agreement.

_____ WITNESS	_____ SELLER	_____ SELLER
_____ LISTING AGENT NAME & PHONE	_____ SELLER MARITAL STATUS _____	

27. Buyer's Receipt and Acceptance of changes: / / AM/PM
Receipt is acknowledged by Buyer of the Seller's acceptance of offer. If acceptance was subject to changes, Buyer agrees to accept changes; all other terms and conditions remain unchanged.

_____ WITNESS	_____ BUYER	_____ BUYER
---------------	-------------	-------------

28. SELLER'S RECEIPT OF BUYER'S ACCEPTANCE: Seller has received Buyer's acceptance of changes in this contract.
SELLER _____ DATE: _____
SELLER _____ DATE: _____



Addendum A

(This addendum is made part of the
 Purchase Agreement / Listing Contract.)

Date: 1/31/2012 Property Address: 1707 E. Ganson, Jackson, MI 49202

It is agreed and understood that any additions or changes shown below supersede the original agreement/contract. All other terms and conditions remain the same.

1. Appliances to be included in personal property per item 4 is a refrigerator.
2. The form of conveyance per items 5 and 7 will be a Quit Claim Deed.
3. The buyer will be responsible for any special assessments on the property (item 12 indicates the seller will be responsible).
4. The Disclosure Statement Acknowledgement referenced in item 15 will not be applicable as the seller has not resided in the home.
5. Buyer will complete eight hours of HUD-certified homebuyer counseling as a requirement of the Neighborhood Stabilization Program.
6. Buyer will occupy and maintain this property as their principal place of residence for five years and execute a 5-year forgivable mortgage with the Michigan State Housing Development Authority to enforce the period of affordability.
7. Buyer plans to request closing cost assistance up to 3% of the selling price from Jackson Affordable Housing Corporation.

Respond by: _____

Witness

Buyer

Buyer

Date

Witness

Seller

Seller

Date

LEAD-BASED PAINT SELLER'S DISCLOSURE FORM

Lead Warning Statement

Property Address _____

Every purchaser of any interest in residential real property on which a residential dwelling was built prior to 1978 is notified that such property may present exposure to lead from lead-based paint that may place young children at risk of developing lead poisoning. Lead poisoning in young children may produce permanent neurological damage, including learning disabilities, reduced intelligence quotient, behavioral problems, and impaired memory. Lead poisoning also poses a particular risk to pregnant women. The seller of any interest in residential real property is required to provide the buyer with any information on lead-based paint hazards from risk assessments or inspections in the seller's possession and notify the buyer of any known lead-based paint hazards. A risk assessment or inspection for possible lead-based paint hazards is recommended prior to purchase.

I. Seller's Disclosure (initial)

_____ (a) Presence of lead-based paint and/or lead-based paint hazards (check one below):

_____ Known lead-based paint and/or lead-based paint hazards are present in the housing (explain):

_____ Seller has no knowledge of lead-based paint and/or lead-based paint hazards in the housing.

(b) Records and reports available to the seller (check one below):

Seller has provided the purchaser with all available records and reports pertaining to lead-based paint and/or lead-based paint hazards in the housing (list documents below)

See attached Exhibit A

_____ Seller has no reports or records pertaining to lead-based paint and/or lead-based paint hazards in the housing

Seller certifies that to the best of his/her knowledge, the Seller's statements above are true and accurate

Seller(s)

Date: _____

Date: _____

II. Agent's Acknowledgment (initial)

_____ Agent has informed the seller of the seller's obligation under 42 U.S.C. 4852 d and is aware of his/her responsibility to ensure compliance

Agent certifies that to the best of his/her knowledge, the Agent's statement above is true and accurate

Agent

Date _____

III. Purchaser's Acknowledgment (initial)

_____ (a) Purchaser has received copies of all information listed above

_____ (b) Purchaser has received the federally approved pamphlet *Protect Your Family From Lead In Your Home*

_____ (c) Purchaser has (check one below)

_____ Received a 10-day opportunity (or other mutually agreed upon period) to conduct a risk assessment or inspection of the presence of lead-based paint or lead-based paint hazards, or

_____ Waived the opportunity to conduct a risk assessment or inspection for the presence of lead-based paint and/or lead-based paint hazards.

Purchaser certifies to the best of his/her knowledge, the Purchaser's statements above are true and accurate.

Purchaser(s)

Date: _____

Date: _____

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JACKSON AREA ASSOCIATION OF REALTORS



2/97



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

CITY COUNCIL MEETING
March 13, 2012
NEW BUSINESS

TO: Honorable Mayor and City Councilmembers
FROM: Patrick H. Burtch, Deputy City Manager/Community Development Director
RE: Request to Accept Purchase Agreement to Sell the Property at 509 W. Franklin Street

Action requested of City Council is to:

- 1) **Accept the offer to sell the property located at 509 W. Franklin Street for \$25,000;**
- 2) **Authorize the Mayor and City Clerk to execute the deed;**
- 3) **Authorize the Deputy City Manager or his designee to sign any required documents at closing; and**
- 4) **Authorize the City Attorney to make minor modifications to the closing documents and to take all other action necessary to effectuate the closing.**

The City has received an offer of \$25,000 for the purchase of the home at 509 W. Franklin Street (attached). This foreclosed property was acquired in June 2010 for \$13,574 from Independent Bank for the purpose of rehabilitation and resale under the Neighborhood Stabilization Program (NSP).

The rehabilitation of this property was complete in September 2011 for \$56,360 and was originally listed for sale at \$35,000. The post-rehab appraised value of the home was \$38,000; however, a recent market analysis values the property at \$25,000 based on 22 comparable sales in the area. NSP regulations stipulate the property may not be sold for more than the appraised value or the amount of NSP funds invested in the property, whichever is less. NSP regulations also stipulate properties must be occupied by February 28, 2013. If properties are not sold as owner-occupied units, they must be converted to rental or lease-purchase use in order to gain occupancy by the deadline.

In addition, The Michigan State Housing Development Authority (MSHDA) is requiring a minimum \$1,000 forgivable, mortgage to ensure the period of affordability is met. Funding for the forgivable, second mortgage is to be made from the proceeds of the sale. As part of the attached purchase agreement, the City agrees to contribute the maximum of \$5,000 in the form of a forgivable mortgage with a 5-year period of affordability.

Estimated net proceeds:

Selling price	\$ 25,000
Commission	(3,000)
Estimated closing costs	(465)
MSHDA second mortgage	<u>(5,000)</u>
Estimated net proceeds	\$ 16,535

Net proceeds generated from the sale will be returned to the NSP Fund to be utilized for change orders on NSP projects and future eligible projects. Annual maintenance expenditures and property taxes for 509 W. Franklin Street are approximately \$4,500. Staff has indicated the buyer meets the requirements of the NSP and recommends accepting this offer.

Cc: Julius Giglio, City Attorney
Heather Soat, Accounting Manager



Purchase Agreement

List Office: Thinking Real Estate
 List Agent: Marc Meyer
 Phone: 517 740 2028 Fax: _____
 Email: mjmeyer@7803800.com
 Seller's Agent Dual Agent Transaction Coord.

Sell Office: Thinking Real Estate
 Sell Agent: Marc Meyer
 Phone: 517 740 2028 Fax: 517-780-3808
 Email: mjmeyer@7803800.com
 Buyer's Agent Dual Agent Transaction Coord.

1. THIS OFFER MADE ON 2/13/12
2. BETWEEN (Buyer) Nathan and Ashley Benkert
 Buyer Address: 810 W. Washington St.
 Marital/legal status: Married
 AND (Seller) City of Jackson
3. FOR THE PURCHASE OF the property commonly known as 509 W. Franklin St. or described as _____ located in the City/Township of Jackson County of Jackson, State of Michigan; subject to all existing restrictions, easements, rights-of-way, zoning laws, the lien of taxes not yet due and payable at the time of closing, and land use regulations affecting the use of the property.
4. FOR THE SUM OF \$ 25,000 in the form of US dollars, by cash or certified funds. (No personal checks.)
5. ALL BUILDINGS, all buildings, fixtures, improvements and landscaping; and, where applicable: built-in appliances; carpeting (except area rugs); TV antenna; satellite dish and any accessories and complete rotor equipment; lighting fixtures and their shades; screen and storm windows and doors; stationary laundry tubs; water softener (unless rented), water heater, incinerator, heating and air conditioning equipment; water pump and pressure tank; fireplace doors, screens, grates, and gas logs; mechanical door openers and controls; security systems; awnings; mail box; pool equipment; landscaping; storage shed(s); and, gas, oil and mineral rights owned by Seller are included in the purchase price. Seller agrees to maintain the Property in its current condition and to keep all appliances and fixtures in working order until transfer of possession.

Additions: _____

6. PERSONAL PROPERTY: To be included in the purchase price as indicated on Multiple Listing Service data sheet. In addition to include items listed as follows: _____ See attached Addendum A
7. TERMS of purchase to be indicated below (Other unmarked terms of purchase do not apply):
 CASH: The full purchase price upon the transfer of title for the property. See attached Addendum _____
 NEW MORTGAGE with Fifth Third: The full purchase price upon the execution and delivery of a Warranty Deed, See Addendum A contingent upon Buyer's ability to obtain a FHA or Conv. type mortgage for no less than 30 years, with a minimum down payment of 20 % of the purchase price at no more than 4.5 % interest per annum. Buyer will supply to the Seller a loan commitment letter within 5 calendar days from acceptance contingent only on obtaining an acceptable appraisal, title work, or any mortgage required inspections.

Pre-approval letter attached as Addendum _____

LAND CONTRACT: See Land Contract Addendum _____ Attached Tax Escrow Calculation Addendum _____

Property Address: 509 W. Franklin St.
 Page 1 of 7

Seller initials _____ Buyer initials AB
 Seller initials _____ Buyer initials AB



Purchase Agreement

8. **BANK APPRAISAL:** This purchase agreement is subject to bank appraisal equal to or greater than purchase price. Appraisal to be completed by a licensed appraisal from Jackson County
9. **SELLER CONCESSIONS:** Seller to contribute see A % of the gross purchase price towards buyer's closing costs, pre-paids, escrows, home owners insurance, home inspection, or any other out-of-pocket expenses related to the purchase of this property and additional ____% of the gross purchase price to be used as down payment assistance. These seller concessions do not exclude Buyer from asking for additional concessions as a result of any of the inspections in this agreement.
10. ~~**COMMISSION REIMBURSEMENT:** Seller shall reimburse Buyer at closing an amount calculated as follows: 3.5% of the purchase price less the amount of commission paid by Listing Broker to Buyer's Broker, Thinking Real Estate. This amount represents reimbursement to Buyer of the additional amount which Buyer is required to pay to Buyer's Broker pursuant to the Buyer's Agency Agreement.~~
11. **FOR VALUABLE CONSIDERATION:** Buyer gives the Seller to and including 2/28/12 for written acceptance of this agreement and agrees that this agreement, when accepted by Seller via original, facsimile or scanned signature, will constitute a binding agreement between Buyer and Seller.
Buyer shall deposit \$ 0.500 *See Addendum A as earnest money to be held by the Escrow Agent as part of the purchase price. **Earnest money must be deposited within 2 banking days after removal of inspection contingency per paragraph 21 of this agreement.** If Buyer defaults in the performance of this agreement, all deposits shall be forfeited and this agreement terminated. If the Seller defaults in the performance of this agreement, Buyer may receive an immediate refund of all earnest money in full termination of this agreement or may pursue specific performance of this agreement. **(No verbal statement shall be recognized as binding.)** If a dispute then exists between the Seller and Buyer, Seller and Buyer agree that the Escrow Agent shall not release the Earnest Money Deposit without the written consent of both parties. Information concerning the sale of property shall be reported for statistical and comparison purposes to the Jackson Multiple Listing Service. Parties waive any right to claim damage from the dissemination of such information.
12. **CLOSE** of sale shall be on or before 3/31/12
13. **POSSESSION** to be given no later than At close after close of sale. This agreement is subject to Tenant's Rights, if any, with / without payment of rent of \$ n/a per day, including the day of closing through the day keys are delivered. Rent in the sum of \$ n/a will be withheld from Seller at closing and held by Escrow Agent. Within 7 days after delivery of keys by Seller, the funds will be distributed according to the terms of this purchase agreement. If possession is not given immediately after close of sale, Possession Agreement is attached as Addendum _____
14. **FORM OF CONVEYANCE:** Seller shall convey and transfer, by Warranty Deed, Covenant Deed or Land Contract, a marketable record title to the property and improvements as evidenced by Owner's Title Insurance Policy without standard exceptions (at no additional cost to either party) in the amount of the purchase price, and pay all county/state transfer tax. Buyer does / does not request a transfer valuation affidavit / land contract memo at the Buyer's expense. Buyer does / does not intend to use and occupy the Property as Buyer's primary residence. Buyer and Buyer's Agent to receive closing package and title insurance commitment 48 hours prior to closing. Buyer and Buyer's Lender require that the mortgage title policy be issued and mortgage closing be conducted by _____

Property Address: 509 W. Franklin St.
Page 2 of 7

Seller initials _____ Buyer initials AB
Seller initials _____ Buyer initials AB



Purchase Agreement

15. **ADDITIONAL ADJUSTMENTS:** Rent, association fees, fuel oil and/or propane gas in tank, and fixed water and/or sewer bills, if any, are to be prorated to date of closing. \$ _____ will be retained from Seller's proceeds by Escrow Agent to be applied to final billing for **METERED** water and sewer charges.

16. **HOME WARRANTY:**

___ Home Warranty to be provided by American Home Shield at Seller's / Buyer's expense.

Buyer waives Home Warranty.

See attached Addendum _____

17. **CONDOMINIUM ASSOCIATION:** Seller / **Not Applicable** to provide a copy of the current active condominium association documents, including but not limited to Rules & Regulations, Articles, Master Deed, Bylaws, etc. for Buyer's review and acceptance. This contingency to be removed within _____ days after receipt of documents.

18. **TAXES** are to be treated as if they cover the CALENDAR YEAR in which they are first billed. Taxes first billed in years prior to year of closing shall be paid by the SELLER. Taxes which are first billed in the year of closing shall be prorated so that SELLER shall pay taxes from the first of the year to closing date and BUYER shall pay taxes for the balance of the year, including the day of closing. If any bill for taxes is not issued as of the closing date, the current taxable value, homestead status and millage rate shall be used for proration purposes, plus collection fee, if any.

Proposal A Information: The 1994 constitutional amendment, known as Proposal A, states the following: (1) Assessments cannot exceed 50 percent of true cash value, defined as the usual selling price of property. (2) The system of county and state equalization has not been changed or eliminated. (3) The taxable value of each parcel shall not increase more than the lesser of the Consumers Price Index or 5 percent, except that adjustments are made for additions and losses. (The Consumer Price Index for the period of October 1 to September 30 will be published annually by the State Tax Commission.) And (4) when the ownership of the property transfers, the taxes will be spread against 50 percent of the true cash value, as determined by the assessor in the year following the transfer. The County Board of commissioners will meet in April to adopt county equalized values for each class of real and personal property in each assessing unit in the county. In May, the State Tax Commission will adopt state equalized values for each class of real and personal property in each county of in the state. "Taxable value" is the value against which taxes will be spread starting in 1995. "Capped value" is the maximum amount to which the taxable value of each parcel could be increase in any given year. Taxable Value multiplied by Millage Rate equals Property Tax Bill. Questions and Answers at: www.michigan.gov/documents/2856_11014_7.pdf

19. **ASSESSMENTS:** Seller shall pay all installments of special assessments due as of the closing date. Installments of existing special assessments due after the closing date shall be paid by the Seller / Buyer. ** See Addendum A* (If the buyer elects to assume existing special assessments and is obtaining a mortgage, buyer should confirm with lender that the assessment can be assumed). Assessments levied after the closing date to be paid by Buyer. **Seller has no knowledge of any pending assessments and/or benefit charges that have not been disclosed in writing to the Buyer in this Agreement. Any exceptions shall be disclosed to Buyer in writing.**

20. **INSPECTIONS/REPORTS:** Seller to make property in a condition where as all reports/inspections noted in this purchase agreement can be completed, including but not limited to: turning on power; de-winterizing property; gas/LP to buildings; water pump/tank operational; HVAC (appropriate for season) systems turned on; hot water tank on and operational; gas fireplaces

Property Address: 509 W. Franklin St.
Page 3 of 7

Seller initials _____ Buyer initials *AB*
Seller initials _____ Buyer initials *AB*



Purchase Agreement

turned on; proper access to attic; basement/crawl spaces; access to electrical service box with all breakers/fuses in "ON" position; etc. If any of the reports/inspections required by this purchase agreement are found deficient, the Seller and the Buyer agree to negotiate in good faith the cost of the correction. If negotiations fail, either party may declare this Agreement to be null and void and Buyer shall receive a full refund of the earnest money in full termination of this Agreement.

Neither Brokers, **Thinking Real Estate** / _____ **Thinking Real Estate** _____ nor any of the respective real estate sales agents possess the expertise necessary to assess structural and mechanical matters, determine environmental risk or the presence of environmental contamination, nor many of the other matters herein set fourth which may be material to the decision to purchase or to the amount of the purchase price.

Inspections are readily available for reasonable fees by trained professionals. The Buyer(s) and/or inspector(s) hired by the Buyer(s) are permitted to fully inspect subject property. Inspections of the physical condition of subject property by a professional with Buyer's approval of the condition of the property, as disclosed by the inspection, are an important safeguard. Buyer is advised to hire professional inspectors to inspect the property. If Broker supplies Buyer and/or Seller with the names of any professional inspectors, lenders, title companies, or insurance companies, such suggestions do not constitute a recommendation or endorsement of any such individual, entity or company by the Broker. Buyer and/or Seller may investigate several persons or companies and use the information obtained to make selections for the required services.

21. **MECHANICAL, ELECTRICAL AND STRUCTURAL INSPECTION:**

This Purchase Agreement is contingent upon an inspection by inspector of Buyer's choice, at Buyer's expense, to ascertain current condition of the property within ten (10) calendar days of written notification that the property is in proper condition for inspection as described in Paragraph 20 of this agreement after acceptance of this offer. This contingency shall be deemed waived unless the Buyer, based on the results of the inspection, objects in writing within the time period permitted for the inspection. NOTE: the intention of the inspection(s) is not to create a list of repairs for the Seller to correct. It is the Seller's position that the negotiated price fairly reflects the present "AS-IS" condition of the property.

Buyer waives inspection.

22. **WELL AND SEPTIC INSPECTIONS:**

Connected to community water Connected to community sewer

Seller / Buyer to furnish a written report stating that the water is potable.

Seller / Buyer to furnish a written report that the well system is in good working order.

Seller / Buyer to furnish a written report stating that the septic system is in good working order.

23. **PEST INSPECTION:** Seller / Buyer / Waived shall furnish at his expense an inspection by Aardvark Pest Control for termites, powder post beetles, carpenter ants and carpenter bees. If active infestation is found, or evidence of previous untreated termite infestation, it shall be the option of the Seller, within 7 days from inspection, to contract to treat and to contract to repair any ruined material resulting from termites, powder post beetles or carpenter ants. If the Seller does not contract to treat and repair, this agreement may be declared null and void by the Buyer.

24. **RADON TESTING:** Seller / Buyer / Waived shall furnish at his expense an inspection by a qualified radon testing company for the presence of radon. Seller to pay for mitigation if required to achieve satisfactory results of radon levels.

Property Address: _____ 509 W. Franklin St. _____
Page 4 of 7

Seller initials _____ Buyer initials AS
Seller initials _____ Buyer initials AS



Purchase Agreement

25. **DISCLOSURE STATEMENT ACKNOWLEDGMENT:** Buyer does does not acknowledge receipt of Seller's Disclosure Statement in compliance with the Michigan Seller Disclosure Act. Seller Disclosure attached as Addendum n/a ^{# See Addendum A}
26. **LEAD BASED PAINT:** Buyer does / does not acknowledge that prior to signing this Purchase Agreement, Buyer has received and reviewed a copy of the *Lead-Based Paint Seller's Disclosure Form* completed by **Seller**.

Lead-Based Disclosure attached as Addendum _____

___ Buyer shall have a ___ day opportunity after the date of this Agreement to conduct an inspection of the property for presence of lead-based paint and/or lead-based paint hazards. (Federal regulations require a 10-day period or other mutually agreed upon period of time.) If Buyer is not satisfied with the results of this inspection, upon notice from Buyer to Seller within this period, this Agreement shall terminate and any deposit shall be refunded to Buyer.

Buyer hereby waives his/her opportunity to conduct a risk assessment or inspection for the presence of lead-based paint and/or lead-based paint hazards.

___ No lead-based paint disclosure form is required because the property was built in 1978 or later.

27. **SURVEY/MORTGAGE REPORT/PROPERTY IMPROVEMENT REPORT:**

Property Surveys Information: If exact boundary lines of the property are material to either the decision to purchase or the amount of the purchase price, the parties should arrange to have a boundary/staked survey completed by a licensed surveyor. A boundary/staked survey discloses the property's corners and verifies the location of existing corner markers or monuments, the location and distant of measurements for all buildings and other physical improvements as they relate to the property lines as well as the property boundary lines, and the physical location of any known exceptions. A mortgage report shows only the approximate location of the improvements or buildings and visible encroachments on the property, but does not show dimensions from buildings or improvements to property lines.

Mortgage Report - Buyer shall provide, at Buyer's expense, a current mortgage report certified to Buyer's lender only if required by lender. This report shall identify any buildings and improvements on the property as described with no boundary lines established.

___ **Property Improvement Report** - Buyer shall furnish at Buyer's expense a current property improvement report certified to the Buyer. This report shall identify any buildings and improvements on the property as described with no boundary lines established. (This document can be utilized in situations where the lender does not require a mortgage certificate.)

___ **Boundary (Stake) Survey** - Seller / Buyer shall furnish at their expense a current report identifying any buildings, encroachments and improvements within the boundaries of the described property. This survey shall show all boundaries and property shall be staked at all corners.

___ Buyer waives stake survey, mortgage report and property improvement report.

28. **INVESTIGATING SCHOOLS:** If the quality or suitability of school facilities is material to the Buyer, the Buyer should obtain information directly from the appropriate school district.

29. **ZONING, BUILDING, OTHER USE RESTRICTIONS:** It is the Buyer's responsibility to verify from the appropriate city, county and state authorities that zoning, building and other use restrictions are compatible with Buyers intended use of the property.

Property Address: 509 W. Franklin St.
Page 5 of 7

Seller initials _____ Buyer initials AB
Seller initials _____ Buyer initials AB



Purchase Agreement

30. **FLOODING, BUILDINGS AND OTHER USE RESTRICTIONS:** Buyer(s) should review Seller's Disclosure Statement where Seller has revealed their knowledge or lack thereof, as it pertains to flood insurance; flooding or inadequate drainage on subject property. Special Flood Hazard areas or government designated flood plains do exist. Buyer is advised that lenders may annually require flood plain insurance as a condition of procuring a mortgage.
31. **POTENTIAL HAZARDOUS SUBSTANCES:** There are numerous federal, state and local laws and regulations in existence which are intended to control and/or correct environmental contamination. These laws and regulations may expose owners, tenants and other users of property to liability for substantial damages and/or clean-up costs occasioned by environmental contamination, regardless of fault and regardless of when in time the contamination may have occurred. Accordingly, it is prudent for each party to a real estate transaction to seek legal and technical counsel from professionals experienced in such matters so that each may be better apprized of the respective rights and responsibilities in regard to environmental contamination, hazardous wastes disposed of on the property, or property that now has or had underground storage tanks. The term "hazardous wastes or substances" as used in this agreement may include, but is not limited to, petroleum based products, paints and solvents, lead cyanide, DDT, printing inks, acids, pesticides, ammonium compounds, asbestos, PCB, mold or mold contaminated materials and other chemical products.
32. **CONDITION OF PROPERTY:** BUYER HAS PERSONALLY EXAMINED THIS PROPERTY AND AGREES TO ACCEPT SAME IN ITS "AS IS" CONDITION AND SELLER AGREES NOT TO ADVERSELY ALTER THE PRESENT CONDITION. If said premises are damaged by fire or other casualty prior to closing, Buyer may elect to revoke this Agreement and be reimbursed for all earnest money hereunder, or conclude the sale on the payment to Buyer of such insurance proceeds necessary to repair the property to its condition at the time of this Agreement's acceptance. Buyer shall assume all risk of loss or damage not caused by acts of negligence of the Seller from date of closing. **WALK THROUGH INSPECTION:** Although the Buyer has the right to a walk-through inspection prior to closing, the sole purpose is to determine if it is in the same condition as when the Purchase Agreement was executed, and the included personal property remains on the premises.
33. **SELLER/BUYER HAS BEEN ADVISED TO SEEK LEGAL COUNSEL TO INSURE THAT:** 1) the details of the Purchase Agreement are being adhered to, 2) title is marketable, and 3) Property complies with or is not affected by the Land Division Act, as amended.
34. **FACILITATIVE MEDIATION:** In the event of any controversy between the parties, including the parties' real estate agents and brokers, they agree that, prior to or promptly following initiation of, litigation or other dispute resolution proceeding, they will participate in good faith in facilitative mediation using a mediator qualified under MCR 2.411. The cost of the mediator shall be borne equally by the parties involved in the controversy.
35. **ADDITIONAL PROVISIONS:**
See Addendum A

Property Address: 509 W. Franklin St.
Page 6 of 7

Seller initials _____ Buyer initials AB
Seller initials _____ Buyer initials AB



Purchase Agreement

36. **SEE ALSO ADDENDUMS MARKED:** A . The parties agree that a) there are not additional written or oral agreements or understandings, b) the Agreement shall not be amended or modified unless both parties do so in writing, c) this Agreement shall be governed and construed in accordance with the laws of the State of Michigan, d) invalidation of one or more terms shall not affect the validity of the remaining terms, and e) this Agreement shall survive the closing, the delivery of deeds, instruments or contracts and shall not merge into any such documents of conveyance provide for herein.

37. **EXECUTION OF CONTRACT:** Execution of a facsimile or scanned/mailed counterpart of this contract shall be deemed execution of the original contract. Facsimile or scanned/mailed transmission of an executed copy of this contract shall be treated the same as hand delivery.

38. *Marc Meyer*
WITNESS

Nathan Benkert
BUYER

Ashley Benkert
BUYER

Marc Meyer
Print Witness Name

Nathan Benkert
Print Buyer's Legal Name

Ashley Benkert
Print Buyer's Legal Name

39. **SELLER'S ACCEPTANCE:** _____ Date: _____ Time: _____
The above is hereby accepted _____ and Seller gives the Buyer until _____ to accept any changes. Receipt of a copy of this agreement is acknowledged by Seller.

WITNESS

Print Witness Name

SELLER

Print Seller's Legal Name

SELLER

Print Seller's Legal Name

40. **BUYER'S RECEIPT AND ACCEPTANCE OF CHANGES:** _____ Date: _____ Time: _____
Receipt is acknowledged by Buyer of the Seller's acceptance of offer. If acceptance was subject to changes, Buyer agrees to accept changes; all other terms and condition remain unchanged.

WITNESS

BUYER

BUYER

Property Address: 509 W. Franklin St.
Page 7 of 7

Seller initials _____ Buyer initials _____
Seller initials _____ Buyer initials _____



Addendum A

(This addendum is made part of the Purchase Agreement / Listing Contract.)

Date: 2/13/12 Property Address: 509 W. Franklin St.

It is agreed and understood that any additions or changes shown below supersede the original agreement/contract. All other terms and conditions remain the same.

1. Appliances to be included are stove and refrigerator.
2. The form of conveyance per items ~~5 and 7~~ ^{6, 14 and 25} will be a Quit Claim Deed.
3. The buyer will be responsible for any special assessments on the property (item ¹⁹ ~~12~~)
4. Seller has never lived in the home, therefore, there is no seller's disclosure statements (item ²⁵ ~~25~~)
5. Buyer will complete eight hours of HUD-certified homebuyer counseling as a requirement of the Neighborhood Stabilization Program.
6. Buyer will occupy and maintain this property as their principal place of residence for five years and execute a 5-year forgivable mortgage with the Michigan State Housing Development Authority to enforce the period of affordability.
7. Buyer plans to request closing cost assistance up to 6% of the selling price from Jackson Affordable Housing Corporation.
8. Pest inspection per item 23 will be at the buyers expense
9. Buyer to deposit \$500 as earnest money to be held by the Escrow Agent as part of the purchase price (item 11)

Respond by: _____

Witness _____ Nathan Benkert Buyer Ash R... Buyer 2/13/2012 Date

Witness _____ Seller _____ Seller _____ Date _____



Department of Community Development Building a Stronger Community

161 W. Michigan Avenue • Jackson, MI 49201-1303
Telephone (517) 788-4060 • Facsimile (517) 780-4781

CITY COUNCIL MEETING March 13, 2012

TO: Honorable Mayor and City Councilmembers

FROM: Patrick H. Burtch, Deputy City Manager/Community Development Director

SUBJECT: The Diocese of Lansing, Queen of the Miraculous Medal School request for delegation of Inspection Authority to the City of Jackson

MOTION

Action requested by City Council is to authorize the Mayor, and City Clerk if necessary, to execute any and all documents related to accepting Inspection Authority for the Diocese of Lansing, Queen of the Miraculous Medal School.

On December 23, 2002, PA 628 of 2002 was signed into law. The law amends the School Building Act, PA 306 of 1937 by requiring the inspection of all school building construction, as well as the review of any required construction documents under the Stille-DeRossett-Hale Single State Construction Code Act and the Fire Prevention Code, PA 207 of 1941.

With the enactment of this revision, school construction projects which involve the construction, addition, alteration or repair of any school building, must be submitted to the Department of Labor and Economic Growth for required plan reviews, permits and on-site inspections. However, the law also provides for the delegation of authority of inspection by local code enforcement agencies where both the local school boards and the local unit of government certify that the local enforcing agency has full-time plan review and inspection staff, and are otherwise qualified to perform these duties in the review and inspection of school buildings.

Frank Donovan, Chief Building Official, was contacted by Jason Covalle, an architect for the Diocese of Lansing, Queen of the Miraculous Medal School, requesting the City consider accepting the attached "Request for Delegation of School Inspection Authority to a Local Unit of Government Enforcing Agency." The Diocese of Lansing expressed their confidence in the abilities of the inspection division staff to conduct the required inspections, as well as provide expedited service because we are local and can respond much quicker than at the State level.

Cc: Frank Donovan, Chief Building Official

**Request for Annual Delegation of School Inspection Authority
to a Local Unit of Government Enforcing Agency**
Michigan Department of Licensing and Regulatory Affairs
Bureau of Construction Codes
P.O. Box 30254, Lansing, MI 48909
517-241-9302
www.michigan.gov/bcc

Section 1b(5) of 1937 PA 306 provides:

"The department shall delegate the responsibility for the administration and enforcement of this act to the applicable agency if both the school board and the governing body of the governmental subdivision have annually certified to the department, in a manner prescribed by the department, that full-time code officials, inspectors and plan reviewers registered under the building officials and inspectors registration act, 1986 PA 54, MCL 338.2301 to 338.2313, will conduct plan reviews and inspections of school buildings."

NOTE: Local governments not authorized to enforce the state construction codes do not qualify for delegation of school plan review and inspection authority.

BOTH THE SCHOOL BOARD PRESIDENT OF THE DISTRICT IN WHICH THE APPLICABLE FACILITY IS LOCATED AND THE GOVERNING BODY OF THE GOVERNMENTAL SUBDIVISION MUST CERTIFY, VIA ORIGINAL SIGNATURES, THAT THE INFORMATION CONTAINED ON THIS FORM IS TRUE AND ACCURATE. If the school district is served by more than one local government enforcing agency, a separate form must be submitted for each enforcing agency and you must indicate which agency serves which facility.

Failure to complete all required information will result in this form being returned without action.

SCHOOL DISTRICT INFORMATION

A school official representing the school district/school board must provide the school contact information and the list of school facilities by completing the sections below. (It should be noted that non-public schools should not provide public school district information but should provide contact information regarding the superintending authority, if applicable, for the non-public school instructional and non-instructional school buildings located within each local government enforcing agency.)

SCHOOL DISTRICT					
NAME OF SCHOOL DISTRICT Diocese of Lansing					COUNTY Jackson
ADDRESS 606 S. Wisner Street					
CITY Jackson	STATE MI	ZIP CODE 49203	TELEPHONE NUMBER (Include Area Code) 517-783-2748	FAX NUMBER (Include Area Code)	
PRIMARY CONTACT PERSON Gary Jackson			TITLE Facilities Director		
LISTING OF SCHOOL FACILITIES (List only those school facilities within the district for which plan review and inspection authority is requested.) Attach additional pages as necessary.					
FACILITY NAME			FACILITY NAME		
1. Queen of the Miraculous Medal			10.		
2.			11.		
3.			12.		
4.			13.		
5.			14.		
6.			15.		
7.			16.		
8.			17.		
9.			18.		

Local Government Enforcing Agency Information

Each local government enforcing agency in which facilities of the school district are located must complete this application attesting to the agreement with the information contained in this application. Only those governmental jurisdictions which document full-time inspectors and plan reviewers to enforce the complete range of construction codes including building, electrical, mechanical and plumbing codes may qualify for delegation of school construction authority.

LOCAL UNIT OF GOVERNMENT / CODE ENFORCING AGENCY				
NAME OF LOCAL UNIT OF GOVERNMENT City of Jackson Community Development - Building Inspection				COUNTY Jackson
ADDRESS 161 W Michigan Avenue				
CITY Jackson	STATE MI	ZIP CODE 49201	TELEPHONE NUMBER (Include Area Code) (517) 788-4012	FAX NUMBER (Include Area Code) (517) 780-4781
PRIMARY CONTACT PERSON Frank Donovan			TITLE Chief Building Official	
BUILDING OFFICIAL / INSPECTOR / PLAN REVIEWER INFORMATION				
List the name, discipline and registration number of all Building Officials, Inspectors, and Plan Reviewers in the local unit of government enforcing agency performing inspections on school buildings and facilities. (A delegation approval requires a local unit of government to designate full-time personnel to conduct plan reviews and inspections.)				
NAME OF REGISTRANT	DISCIPLINE	REGISTRATION NUMBER		
Brian Taylor	Building Inspection	004626		
Frank Donovan	Electrical Inspection	003650		
Tim Basore	Plumbing Inspection	004491		
Tim Basore	Mechanical Inspection	004491		

Certification by School District and Local Government Enforcing Agency - In the sections below, provide the **ORIGINAL** signature of the school board president and the chief elected official of the local government authorized to enforce construction codes in which school facilities are located. **Note:** A local government not authorized to enforce the state construction codes does not qualify for delegation of school plan review and inspection authority.

WE HEREBY CERTIFY:

Full-time code officials, inspectors and plan reviewers, registered under the Building Official and Inspectors Registration Act, 1986 PA 54, will conduct plan review and inspections of school buildings. Please list your office hours and inspection staff hours below (Example: 8:00am - 5:00pm).

Office Hours: M 8:00am - 5:00pm T 8:00am - 5:00pm W 8:00am - 5:00pm Th 8:00am - 5:00pm F 8:00am - 5:00pm = 40 total hours

Inspection Staff Hours: M 8:00am - 5:00pm T 8:00am - 5:00pm W 8:00am - 5:00pm Th 8:00am - 5:00pm F 8:00am - 5:00pm = 40 total hours

- Plan reviews will be completed within 60 days of receipt of the application.
- Permits will be issued and inspections conducted (within 5 business days) in accordance with the requirements of the Stille-DeRossett-Hale Single State Construction Code Act of 1972, 1972 PA 230.
- Permits will not be issued until a delegation of authority is granted by the Bureau of Construction Codes, Department of Licensing and Regulatory Affairs.
- Violation notices shall be issued as provided by the Act and applicable Code(s).
- Certificates of Occupancy will be issued only after receiving all required inspection and plan review approvals.

SIGNATURE AND CERTIFICATION OF SCHOOL BOARD PRESIDENT	
I hereby certify the information contained in this application is accurate and that I am duly authorized to sign on behalf of the parties listed in this application. I further certify adherence to all applicable laws and rules under the delegation of authority.	
NAME OF SCHOOL BOARD PRESIDENT (Please Print) REV. TIMOTHY E MACDONALD	NAME OF LOCAL SCHOOL DISTRICT QUEEN OF THE MIRACULOUS MEDAL
ORIGINAL SIGNATURE OF SCHOOL BOARD PRESIDENT <i>Rev. Timothy E Macdonald</i>	DATE 3/7/12
SIGNATURE AND CERTIFICATION OF LOCAL UNIT OF GOVERNMENT	
I hereby certify the information contained in this application is accurate and that I am duly authorized to sign on behalf of the parties listed in this application. I further certify adherence to all applicable laws and rules under the delegation of authority.	
NAME AND TITLE OF CHIEF ELECTED OFFICIAL* (Please Print) Martin J. Griffin, Mayor	NAME OF LOCAL UNIT OF GOVERNMENT (enforcing agency) City of Jackson
ORIGINAL SIGNATURE OF CHIEF ELECTED OFFICIAL	DATE

*The State Construction Code Act defines the chief elected official as listed below:

County: Chair of the Board of Commissioners City: Mayor Village: President Township: Supervisor

LARA is an equal opportunity employer/program. Auxiliary aids, services and other reasonable accommodations are available upon request to individuals with disabilities.

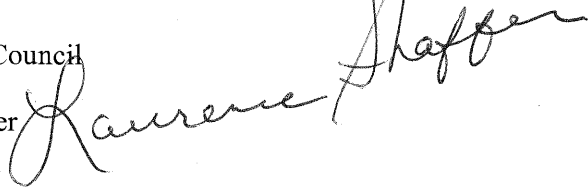


City Manager's Office

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

CITY COUNCIL MEETING MARCH 13, 2012

MEMO TO: Martin J. Griffin, Mayor
Members of the Jackson City Council

FROM: Laurence Shaffer, City Manager 

DATE: March 7, 2012

SUBJECT: Contract to Design and Construct Solar Photovoltaic Field – Wastewater Treatment Plant
Harvest Energy Solutions - \$500,663.00

I would recommend that the City Council adopt the following motion:

The Jackson City Council hereby authorizes a contract between the City of Jackson and Harvest Energy Solutions of 2218 East High Street, Jackson, Michigan to design and construct a 150 kW photovoltaic field at the City of Jackson Wastewater Treatment Plant at a cost of \$500,663.00, and to authorize the Mayor and the City Clerk to execute all appropriate contract documents.

At its November 15, 2011, meeting, the Jackson City Council authorized the Mayor to execute the agreement between Consumers Energy and the City of Jackson for the participation of each in the Experimental Advanced Renewable Program (EARP). A copy of the executed EARP agreement is attached. The EARP requires Consumers Energy to purchase electricity from sustainable, environmentally responsible sources at a price that provides financial incentive to producers to manufacture. The agreement calls for the city to design and construct a 150 kW photovoltaic solar electricity production facility. In exchange, Consumers Energy guarantees that for fifteen (15) years it will pay the City of Jackson twenty three (\$.23) cents per kilowatt hour (kW-h). The estimated annual income from such payments has been estimated by Harvest Energy Solutions and confirmed by the other responders to the City's request for proposal (RFP) to be \$38,640.00 per year. Given the guaranteed production of the six hundred and forty (640) solar panels to be deployed and evaluating the initial investment of \$500,663.00 against the projected income stream, this investment is justified financially.

The City of Jackson not only recaptures its initial investment of \$500,663.00 over the first fifteen years, it recaptures its lost interest resulting from the funds not be available to generate interest and generates \$17,631.00 on investment over the first fifteen years. Once the investment costs are retired, and allowing for the reduction in solar panel output between years sixteen (16) and (25), the photovoltaic field will generate \$112,624.00 in electricity back to the Wastewater Treatment Plant. A pro forma is attached that demonstrates the return of and on investment over the twenty five (25) year period. Funding for the photovoltaic field will come from the Wastewater Equipment Replacement Fund which has a balance of approximately \$3.1 million as of June 30, 2012. The income from the photovoltaic field will fully reimburse that account at \$33,378.00 for each year for fifteen years. Presently, the Wastewater Equipment Replacement account generates .2% per year in interest or 1/5 of 1% on the \$3.1 million dollar balance. Consequently, the intent is to gain a greater return on the account balance than is presently

experienced while investing in an environmentally responsible project. There is also an economic development benefit associated with supporting a City of Jackson company, Harvest Energy.

The Wastewater Utility is one of the City of Jackson's primary environmental agencies. It treats and returns to the Grand River approximately five billion (5,000,000,000) gallons of treated water per year. The Wastewater Treatment Plant is also a large energy consumer utilizing approximately \$500,000.00 worth of electricity per year. It is absolutely consistent with our environmental mission to embrace environmentally sustainable technology to meet our wastewater treatment goals. It especially makes sense to partner with Consumers Energy who provides the financial incentive to design and construct the solar photovoltaic field. There is also an educational benefit to being able to demonstrate the value and importance of sustainable energy production to our citizens.

LS:skh

Attachments

City of Jackson – City Council Meeting

PRO FORMA

Experimental Advanced Renewable Program / Consumers Energy
 Harvest Energy Solutions
 2218 East High Street
 Jackson, MI 49203

Cost – \$500,663.00

150 kW – 168,000 megawatt hours per year @ .23 = \$38,640.00 per year
 640 Solar Panels

Over 80% Efficient After 25 years

Percentage Loss in Output Per Year .7%

Assumes 1% Interest Loss For Fifteen (15) Years

Year	Rate	Income	Investment Recovery	Loss of Interest	Total +/-	Rolling
1	100%	\$38,640	\$33,378	\$5,007	\$255	\$255
2	100%	\$38,640	\$33,378	\$4,673	\$589	\$844
3	100%	\$38,640	\$33,378	\$4,005	\$1,257	\$2,101
4	100%	\$38,640	\$33,378	\$3,672	\$1,590	\$3,691
5	99%	\$38,253	\$33,378	\$3,378	\$1,502	\$5,193
6	98%	\$37,867	\$33,378	\$3,004	\$1,485	\$6,678
7	97%	\$37,480	\$33,378	\$2,670	\$1,432	\$8,110
8	96%	\$37,049	\$33,378	\$2,336	\$1,335	\$9,445
9	95%	\$36,708	\$33,378	\$2,003	\$1,327	\$10,772
10	94%	\$36,321	\$33,378	\$1,669	\$1,274	\$12,046
11	93%	\$35,935	\$33,378	\$1,335	\$1,222	\$13,268
12	92%	\$35,549	\$33,378	\$1,001	\$1,170	\$14,438
13	91%	\$35,162	\$33,378	\$667	\$1,117	\$15,555
14	90%	\$34,776	\$33,378	\$334	\$1,064	\$16,691
15	89%	\$34,390	\$33,378	0	\$1,012	\$17,631
Total		\$554,050	\$500,663	\$35,754	\$17,631	

Assumes .08 per megawatt hour per year in Electricity Savings

Assumes No Less Than 81% Efficiency of Solar PV Output at 25 Years

16	88%	\$11,827	0	0	\$11,827	\$29,458
17	87%	\$11,692	0	0	\$11,692	\$41,150
18	86%	\$11,558	0	0	\$11,558	\$52,708
19	85%	\$11,424	0	0	\$11,424	\$64,132
20	84%	\$11,289	0	0	\$11,289	\$75,421
21	83%	\$11,155	0	0	\$11,155	\$86,576
22	82%	\$11,021	0	0	\$11,021	\$97,597
23	81%	\$10,886	0	0	\$10,886	\$108,483
24	81%	\$10,886	0	0	\$10,886	\$119,369
25	81%	\$10,886	0	0	\$10,886	\$130,255
Total		\$112,624	0	0	\$112,624	\$130,255



Department of Public Works – Utility Division

161 W Michigan Ave, Jackson, MI 49201
Telephone 517-788-4170 Fax 517-788-4641

CITY COUNCIL MEETING
March 13, 2012

MEMO TO: Honorable Mayor and City Councilmembers

FROM: Jon Dowling, P.E. City Engineer/Director of Public Works

SUBJECT: Request for Approval of Award of Contract for 150 kW Solar Photovoltaic Energy Project Experimental Advanced Renewable Program Design and Construction Contract

MOTION: APPROVAL OF THE AWARD OF A CONTRACT WITH HARVEST ENERGY SOLUTIONS OF JACKSON, MICHIGAN FOR THE DESIGN AND CONSTRUCTION OF A 150 kW PHOTOVOLTAIC (PV) FIELD AT THE WASTEWATER TREATMENT PLANT IN THE AMOUNT OF \$500,663.00 AND AUTHORIZATION FOR THE MAYOR AND CITY CLERK TO EXECUTE THE APPROPRIATE CONTRACT DOCUMENTS, IN CONCURRENCE WITH THE PURCHASING AGENT.

On October 10, 2011, the City of Jackson was selected into Phase 3 of the Consumers Energy Experimental Advanced Renewable Program (EARP). The project involves the installation of a 150 kW photovoltaic field which would be located in R.A. Greene Park at the City's wastewater treatment plant.

This solar power generator would create energy and convert it to electrical power that is to be directed to Consumers Energy's electrical grid system through an approved interconnection. In return, Consumers Energy will purchase the power generated from the City of Jackson for \$0.23 per kWh. On November 15, 2011, City Council approved the Agreement for Service with Consumers Energy to move forward with the project.

In January 2012, the City requested proposals for the design and construction of a 150kW PV solar energy system. Eight proposals were received, reviewed and ranked for qualifications and experience of the energy firms. Of those eight, the three highest ranking proposals were selected for comparison of their cost. The results are as follows:

Company	Review Ranking	Proposal Cost
Johnson Controls, Milwaukee WI (local office Auburns Hills, MI	880	\$726,728.00
Cascade Engineering, Grand Rapids, MI	795	\$505,950.00
Harvest Energy Solutions, Jackson, MI	765	\$495,163.00
Nova Consultants, Novi, MI	685	
Michigan CAT, Novi, MI	670	
ecojiva, Rochester, MI	535	
esa renewables, Lake Mary, FL	475	
Electrex Industrial, Harrison Twp., MI	410	

On February 27, 2012, the three highest ranked firms were interviewed so as to gain further detail on their respective proposals, product warranties, construction methods, and estimated power production. Upon completion of those interviews, it was determined that all three firms were qualified and capable of successfully performing our project. With that in mind, the recommendation is to award this project to Harvest Energy Solutions, a firm headquartered in the City of Jackson. Included in this project award are additional items for work that will be completed and/or coordinated by our City staff. Those items are as follows:

Project Base Bid	\$495,163.00
Power Monitoring System and Educational Story Board (by Harvest Energy)	\$5,500.00
Stone under the solar array to eliminate grass/weed growth (by City)	\$5,00.00
6-foot tall black chain link fencing to limit access (by City)	\$15,000.00
TOTAL PROJECT COST	\$520,663.00

The cost of this project has been analyzed, figuring lost interest on the funds used to pay for the project, efficiency of the power production, the warranty and life span of the system and the return due from program payments to the City from Consumers Energy over the length of the 15-year contract. The resulting calculation shows a positive return on the investment of this system and its components.

This EARP program provides the City with a great opportunity to partner with Consumers Energy, our customer communities, and a local alternative energy company in Harvest Energy Solutions to provide a locally owned renewable energy source, create jobs with the manufacturing of project materials, lower the City's carbon footprint and use the generator system to help educate our public about the benefits of clean renewable resources, while at the same time, create a system that will pay for itself by generating electricity at one of our own facilities that consumes large amounts of energy every year.

In concurrence with the Purchasing Agent, it is the recommendation of the Department of Public Works to award the contract for design and construction of the 150 kW Photovoltaic System to Harvest Energy Solutions of Jackson, MI in the amount of \$500,663.00. This will be paid for out of Sewer Funds.

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

JHD/sms

C: Laurence R. Shaffer, City Manager
Todd Knepper, Utility Director
Lynn Fessel, City Clerk/Purchasing Agent
Shelly Allard, Purchasing Coordinator
Lucinda Schultz, Accounting Manager



A CMS Energy Company

General Offices
1945 West Parnall Road
Jackson, MI 49201-8643

Keith G. Troyer
Tel: 517 788-8900
Fax: 517 788-5882

January 11, 2012

City of Jackson
Attn: Todd Knepper
161 W Michigan Ave
Jackson, MI 49201

**RE: GENERATOR INTERCONNECTION APPLICATION – 150.0 kW EARP SYSTEM
2995 Lansing Ave, Jackson, MI 49202**

Dear Todd Knepper,

Consumers Energy Company has received your Generator Interconnection Application.

Per the letter from Mr. David F Ronk dated October 17, 2011, you qualified to participate in the Experimental Advanced Renewable Program (EARP) pending completion of the items indicated in Mr. Ronk's letter and also described below.

The Generator Interconnection Application is complete. Our engineering team has reviewed the application and has approved the project to proceed. You will be contacted shortly by a representative of Consumers Energy to discuss your project, service design and provide an estimate for any costs associated with upgrading or installing new electric distribution facilities required to connect your equipment (a dual meter socket may be required for your installation).

Once your generator is ready to be placed into service, you will need to perform a Commissioning Test. The Commissioning Test will consist of operating your generator in parallel with the utility system and opening your disconnect switch between the inverter and the utility source to validate the anti-islanding function of the unit is operating correctly. The generator will need to cease generation within a two second time period after the generator is disconnected from the utility system to be approved for operation. Consumer Energy Company retains the rights to witness, validate or request additional testing as part of the approval process and operating agreement. After performing you Commissioning Test, you must disconnect your generating system from parallel operation with Consumers Energy's electric distribution system. Once the Commissioning Test Report is completed and signed, send a copy to:

Consumers Energy Company
Experimental Advanced Renewable Program Coordinator
1945 W. Parnall Rd (P13-304)
Jackson, MI 49201

I have attached a copy of an example of what the Commissioning Test Report needs to contain. Also attached is a blank test report for your use.

You will receive a reply within 5 business days as to the acceptability of the Commissioning Test Report and its result. If satisfactory, we will provide you with an Interconnection and Parallel Operating Agreement. This agreement must be fully executed by both you and Consumers

City of Jackson
January 11, 2012
Page 2

Energy prior to parallel operation.

Thank you for your interest in renewable energy. We look forward to working with you on your project.

Sincerely,



Keith Troyer
Experimental Advanced Renewable Program Coordinator
Transactions and Resource Planning

CC: KARudolph, Consumers Energy*
SLWatters, Consumers Energy*
GEKral, Consumers Energy*
SFMarkey, Consumers Energy*
MJLeighty, Consumers Energy*

*Letter Only, Electronically

Attachments:
Commissioning Test Example
Commissioning Test Form

AGREEMENT FOR SERVICE
EXPERIMENTAL ADVANCED RENEWABLE PROGRAM AR

PART I

Customer Name: City of Jackson
Customer Address: 2995 Lansing Ave, Jackson, MI 49202
Electric Delivery Account No.: 100000284024
Area Code and Telephone: (517) 768-6142 Facsimile: (517) 788-4641
Electronic Mail Address: tknepper@cityofjackson.org
Date of Provisional Award: 10/19/11
Residential Customer (Yes/No): No
Initial Generator Nameplate
Capacity (kW DC-STC): 150.0
Delivery Rate Code: GSD 1220V3
AR Rate (\$/kWh): 0.229
AR Rate with Incentive Adder (\$/kWh): 0.230

Terms and Conditions attached as Part II and all Exhibits are part of this Agreement.
CUSTOMER ACKNOWLEDGES HAVING READ SAID TERMS AND CONDITIONS AND
AGREES TO SAID TERMS AND CONDITIONS.

City of Jackson
2995 Lansing Ave,
Jackson, MI 49202
("Customer")

CONSUMERS ENERGY COMPANY
1945 W. Parnall Rd.,
Jackson, MI 49201
("Company")

By: Martin J. Griffin
(Signature)

By: David F. Ronk Jr.
(Signature)

Printed Name: Martin J. Griffin

Date: January 9, 2012

Title: Mayor

Printed Name: David F. Ronk Jr.
Director of Transactions & Resource Planning

By: Lynn Fessel

Title: _____

Printed Name: Lynn Fessel

Title: City Clerk

Date: December 8, 2011

Note: Education and Governmental customers may also require a resolution form.

APPROVED AS TO FORM
Jan 12 2012

PART II
TERMS AND CONDITIONS

This Agreement for Service, herein called "Agreement", under the Company's Experimental Advanced Renewable Program ("EARP") is made and entered into as of the date identified in Part I, between the Company and the Customer, both identified in Part I. Company and Customer are herein sometimes referred to individually as "Party" and collectively as "Parties", where appropriate.

1. General: A Generator Interconnection and Operating Agreement ("GIOA") with the Company and this Agreement or a subsequent such Agreement must be in effect for the duration of the period that the Company provides service under Rate Schedule Experimental Advanced Renewable Program AR ("Rate AR") as part of the EARP, and the Consumers Energy Electric Delivery Account identified in Part I of this Agreement must remain active and be in Customer's name for the duration of this Agreement. In the event of a conflict between this Agreement and the Company's Rate Book (as such Rate Book may be amended during the term of this Agreement), service hereunder shall be governed by the Company's Rate Book. Notwithstanding anything else in this Agreement, the AR rates in Part I are fixed for the term of this Agreement.

2. Effective Date and Term: The effective date ("Effective Date") of this Agreement will be the first date upon which all of the following precedent conditions have been satisfied:

- (i) Customer shall have submitted an application for a GIOA with the Company and paid all required fees associated with such application;
- (ii) Customer shall have provided Company with proof satisfactory to Company that Customer has either (a) obtained sufficient financing of the electric generation equipment to be used to supply energy to Company under this Agreement, (b) purchased said electric generation equipment, or (c) entered into a binding obligation to purchase and install said electric generation equipment.
- (iii) If the electric generation equipment to be used to supply energy to Company under this Agreement is or will be installed on land leased by the Customer, Customer shall have provided Company with proof satisfactory to Company that Customer has such a lease and that Customer has sufficient rights under such lease to construct and operate the electric generation equipment for the duration of this Agreement.

In the event that this Agreement does not become effective within ninety (90) days of the Date of Provisional Award identified in Part I, this Agreement shall be deemed to be null and void and the Parties shall have no further obligation to each other.

Once effective, unless terminated as provided in this Agreement, this Agreement shall continue in effect until the earlier of (a) fifteen (15) years after the Commercial Operation Date and (b) August 31, 2029.

AGREEMENT FOR SERVICE - EXPERIMENTAL ADVANCED RENEWABLE PROGRAM AR

3. Generator Equipment Nameplate Capacity: The nameplate capacity (in kW DC-STC) of Customer's Generator Equipment may be up to an amount, but not more than, the Initial Generator Equipment Nameplate Capacity identified in Part I plus five percent (5%). The Final Generator Equipment Nameplate Capacity shall be specified in Exhibit A to this Agreement. In no event shall the sum of (a) the Final Generator Equipment Nameplate Capacity, (b) the nameplate capacity of any Customer electric generation systems participating in the Company's net metering program, (c) the nameplate capacity of any other Customer electric generation systems participating in the EARP, or (d) the nameplate capacity of any Customer self-generation, exceed 20 kW if Customer is a residential customer of Company or 150 kW if Customer is a non-residential customer of Company. The Final Generator Nameplate Capacity shall not be modified without the written consent of the Company.

4. Commercial Operation Date: Subject to the terms and conditions of this Agreement, Customer shall sell and deliver to Company and Company shall purchase and accept electric energy from the Generator Equipment at the EARP Point of Delivery specified in Exhibit A beginning on the Commercial Operation Date and continuing until termination of this Agreement. The "Commercial Operation Date" of this Agreement will be the first date upon which all of the following conditions precedent have been satisfied (subpart (iii) must be satisfied after subparts (i) and (ii) are satisfied):

- (i) Customer shall have executed a GIOA with the Company and received written authorization from the Company to operate Customer's Generator Equipment in parallel with Company's distribution system;
- (ii) Customer shall have provided to Company a signed, fully completed affidavit substantially in the form of Exhibit A attached hereto and such affidavit shall have satisfied the requirements for at least one of the Michigan incentive renewable energy credits specified in MCL 460.1039(2)(d) and MCL 460.1039(2)(e).
- (iii) Customer's Generator Equipment meter shall have been read by the Company.

In the event that the Commercial Operation Date fails to occur within one (1) year after the Date of Provisional Award, Company shall have the right to terminate this Agreement upon written notice to Customer, to be effective as of the date specified in such notice.

5. Company Payment Obligations: The Company agrees to compensate the Customer for energy produced by their Generator Equipment and delivered to the Company's distribution system ("Delivered Energy") at the AR Rate specified in Part I of this Agreement. Notwithstanding the foregoing, in the event that the Affidavit provided by the Customer in accordance with subpart (ii) of Section 4 herein satisfies the requirements for both Michigan incentive renewable energy credits specified in MCL 460.1039(2)(d) and MCL 460.1039(2)(e), then the compensation to Customer for Delivered Energy hereunder shall be at the AR Rate with Incentive Adder specified in Part I of this Agreement. At its sole option, the Company may either make payment to the Customer or credit the Customer's Electric Delivery Account as identified in Part I.

6. Customer Payment Obligations: The Customer will make payment to the Company if the Rate AR charges payable by the Customer to the Company exceed the Rate AR compensation for energy due to the Customer from the Company. AR charges include a monthly System Access Charge and/or electric consumption at the Generation site.

7. Metering: All Delivered Energy delivered by Customer to Company shall be metered by the billing metering installed and owned by the Company. In the event that Customer's Generator Equipment is connected on the primary side of the transformer, Delivered Energy shall be equal to the metered value plus three percent (3%) of such value.

8. Energy Delivery to Customer: All energy delivered to the Customer by the Company to the EARP Point of Delivery specified in Exhibit A while this Agreement is in effect will only be used by the Generator Equipment identified in Exhibit A to this Agreement.

9. Character of Energy Delivered: All Delivered Energy shall be 60 Hertz, alternating current, single-phase or three-phase (as governed by Rule D8 of the Company's Electric Interconnection and Net Metering Standards).

10. Emissions Allowances and Environmental Attributes: During the term of this Agreement, all capacity, energy, and any and all emissions allowances and environmental attributes (such as renewable energy credits), including any greenhouse gas reductions, associated with the Generator Equipment and Delivered Energy covered by this Agreement (except to the extent that such capacity, energy, emissions allowances and environmental attributes are consumed by the generating equipment in the process of generating capacity, energy, emissions allowances and environmental attributes) are bundled with the Delivered Energy hereunder and cannot be separated by the Customer. The Customer shall assign and/or execute any documents necessary to either transfer ownership or to designate the Company as the Customer's agent to acquire ownership of any and all emissions allowances and environmental attributes. The foregoing emission allowances and environmental attributes may be used by the Company to satisfy the requirements of Michigan Public Act 295 of 2008 and any other applicable ordinances, laws, orders, rules, or regulations pertaining to emission allowances and environmental attributes including but not limited to requirements for renewable energy production. The Customer will cooperate with the Company, at the Company's expense, to certify the Generator Equipment covered by this Agreement as a renewable energy resource under any renewable energy standard or emissions allowance program the Generator Equipment may qualify for. The Company will pay any and all registration fees, subscription fees, and any other fees associated with any emissions allowances, environmental attributes, or renewable energy credits that are transferred to the Company pursuant to this Agreement.

Throughout the term of this Agreement, the Company shall have the right to inspect and certify the Generator Equipment in order to ensure that all Emissions Allowances and Environmental Attributes are preserved, and the Customer shall cooperate fully as needed in such endeavors ("Access Rights").

11. Representations and Warranties: As of the Commercial Operation Date, Customer represents and warrants to Company (and APX, Inc. and any successor, as applicable) that:

AGREEMENT FOR SERVICE - EXPERIMENTAL ADVANCED RENEWABLE PROGRAM AR

- (i) The Customer holds sole legal title or leasehold interest to the Generating Equipment identified in Exhibit A and will continue to hold sole legal title or leasehold interest to said equipment for the duration of this Agreement;
- (ii) The Customer designates the Company as the Responsible Party (as such term is defined and/or used by MIRECS) with respect to the Generator Equipment identified in Exhibit A for the term of this Agreement;
- (iii) The Customer has not granted similar authority or permission with respect to subpart (ii) above to any other Account Holder (as such term is defined and/or used by MIRECS) for use in MIRECS or any similar registry or tracking system;
- (iv) The Generator Equipment identified in Exhibit A consists of a solar photovoltaic electric generating system that will generate electric energy from natural sunlight;
- (v) The Generator Equipment identified in Exhibit A is or will be installed on the same premises to which electric energy is delivered to the Customer for purposes unrelated to the Generator Equipment, or on land owned or leased (for the duration of this Agreement) by the Customer that is contiguous to such premises;
- (vi) If Customer is a residential customer of Company, the Customer is not a tax exempt entity.

12. Assignment: This Agreement shall not be assigned by the Customer without the prior written consent of the Company, which shall not be unreasonably withheld, and any attempted assignment without such consent shall be void.

13. Limitation on Liability: Neither Party shall in any event be liable to the other for any incidental or consequential damages such as, but not limited to, lost profits, revenue or good will, interest, loss by reason of shutdown or non-operation of equipment or machinery, increased expense of operation of equipment or machinery, cost of purchased or replacement power or services or claims by customers, whether such loss is based on contract, warranty, negligence, strict liability or otherwise, even if it has been advised of the possibility of such damages.

14. Early Termination After Commercial Operation Date: The Company may terminate this Agreement upon written notice in the event that any of the following occur:

- (i) Any representation or warranty made by Customer is false or misleading in any material respect when made or when deemed made or repeated;
- (ii) Any Default by Customer is not cured within ninety (90) calendar days of the date the Customer receives notice of the Breach;
- (iii) The Customer ceases to operate its Generator Equipment;

AGREEMENT FOR SERVICE - EXPERIMENTAL ADVANCED RENEWABLE PROGRAM AR

- (iv) The Consumers Energy Electric Delivery Account or subsequent account (including Retail Open Access customer accounts) is transferred to a new account holder or disconnected as described in Section 17;
- (v) The ownership of the Generator Equipment changes.

15. Breach and Default: A breach of this Agreement ("Breach") shall occur upon the failure of a Party to perform or observe any material term or condition of this Agreement or the applicable tariffs, unless caused by circumstances beyond the reasonable control of the Party for a period of up to one hundred eighty (180) days. A default of this Agreement ("Default") shall occur upon the failure of a Party in Breach of this Agreement to cure such Breach within five (5) business days of written notification of the Breach. Examples of a breach of the Agreement include, but are not limited to:

- (i) Failure of either Party to pay money when due;
- (ii) Failure of either Party to comply with the terms and conditions of this Agreement;
- (iii) An attempted assignment of this Agreement by Customer without Company's prior written consent;
- (iv) Failure of Customer to provide Company Access Rights, or Customer's attempt to revoke or terminate such Access Rights;
- (v) Failure of either party to provide information or data to the other Party as required under this Agreement.

If Customer is in Default under this Agreement, the Company may suspend its performance under this Agreement and/or disconnect service to the Generator Equipment without incurring any liability to Customer. The Company shall resume its performance under the Agreement and reconnect service to the Generator Equipment after Customer has cured the Default that resulted in suspension of the Agreement/disconnection to the Company's reasonable satisfaction. The Company reserves the right to terminate the Agreement if a Default by Customer is not cured within ninety (90) calendar days of the date the Customer receives notice of the Breach.

16. Suspension of the Agreement: In the event that the Company suspends the Agreement, the Customer will be notified within five (5) business days of such suspension and all compensation under Rate AR will cease until the Agreement is reinstated. No compensation will be made for energy delivered during the time the Agreement is suspended. Compensation for energy delivered during the suspension will be made retroactively if the Agreement is reinstated. If the Agreement is not reinstated by Company the Customer will not receive compensation for any energy delivered during the suspension unless and only to the extent that the Michigan Public Service Commission determines that payment is warranted.

17. Maintenance of Consumers Energy Electric Delivery Account: At all times during the term of this Agreement the Customer agrees to maintain either the Consumers Energy Electric

AGREEMENT FOR SERVICE - EXPERIMENTAL ADVANCED RENEWABLE PROGRAM AR

Delivery Account identified in Part I or a subsequent account (including Retail Open Access customer accounts) at the same location. The Customer shall notify the Company within ten (10) business days of any transfer or disconnection of the Consumers Energy Electric Delivery Account.

If the Consumers Energy Electric Delivery Account or subsequent account (including Retail Open Access customer accounts) is transferred to a new account holder, the Company, at its sole option, may terminate this Agreement. If the Company terminates this Agreement, the Company may establish a new agreement through the Expiration Date identified in Part I with the new account holder.

If the Consumers Energy Electric Delivery Account or subsequent account is disconnected during the term of this Agreement, the Company, at its sole option, may: (i) continue its performance under this Agreement and offset amounts owed by the Customer to the Company attributable to Generating Equipment service or the Electric Distribution Delivery Account identified in Part I, (ii) continue its performance under this Agreement and make payment to the Customer, or (iii) terminate this Agreement.

18. No Partnership: This Agreement shall not be interpreted or construed to create an association, joint venture, agency relationship, or partnership between the Parties or to impose any partnership obligation or partnership liability upon either Party. Neither the Customer nor the Company shall have any right, power or authority to enter into any agreement or undertaking for, or act on behalf of, or to act as or be an agent or representative of, or to otherwise bind, the other except as expressly provided for in this Agreement.

19. No Third Party Beneficiaries: This Agreement is intended for the benefit of the parties hereto and does not grant any rights to any third parties unless otherwise specifically stated herein.

20. Notices: All notices required hereunder shall be in writing and shall be sent by First Class United States, postage prepaid mail or delivered in person to the Parties at their respective addresses as set forth below. Either the Company or the Customer may at any time change the addressee or address to which notices to it are to be mailed or delivered by giving written notice of such change to the other. All Notices shall become effective upon date of receipt.

Company:

Consumers Energy
Director of Transactions & Resource Planning
1945 W. Parnall Rd.
Jackson, MI 49201

Customer:

City of Jackson
Attn: Jackson City Manager and copy to Jackson City Attorney
161 W Michigan Ave
Jackson, MI 49201

21. Counterparts and Electronic Documents: This Agreement may be executed and delivered in counterparts, including by a facsimile or an electronic transmission thereof, each of which shall be deemed an original. Any document generated by the Parties with respect to this Agreement, including this Agreement, may be imaged and stored electronically and introduced as evidence in any proceeding as if original business records. Neither Party will object to the admissibility of such images as evidence in any proceeding on account of having been stored electronically.

Exhibit A
Non-Residential Customers

Affidavit

I, _____ (Name and Title), of _____ (Company Name), a Michigan [or name state] (corporation, limited partnership, limited liability company, etc.), herein referred to as the Company, do hereby depose and say under oath that the following statements are true, to the best of my information, knowledge and belief:

1. I am an authorized representative of the Company.
2. The Company owns and operates a solar photovoltaic plant, known as _____ (Plant name) at _____ (address of plant site), herein referred to as the Plant.
3. The Plant meets the requirements for a renewable energy system pursuant to Michigan Public Act 295 of 2008.
4. The Plant is capable of producing Michigan incentive renewable energy credits pursuant to Michigan Public Act 295 of 2008 Section 39 (2) (c), MCL 460.1039 (2) (e).
5. The Plant was constructed using ____% in-field labor by residents of the State of Michigan, where such percentage was calculated by dividing total number of in-field labor hours attributed to the construction of the Plant performed by residents of the State of Michigan by the total in-field labor hours attributed to construction of the Plant.

AND/OR

The Plant was constructed using ____% equipment and materials manufactured or assembled in the state of Michigan, where such percentage was calculated by dividing the U.S. dollar cost of equipment and materials manufactured or assembled in the state of Michigan by the total U.S. dollar cost of all equipment and materials used to construct the Plant.

6. The companies that employed the residents of the State of Michigan described in Item (5) above are as follows:
 - a. Company 1, address, contact information
 - b. Company 2, address, contact information

AND/OR

The companies that manufactured or assembled in the state of Michigan equipment and materials that were used to construct the Plant are as follows:

AGREEMENT FOR SERVICE - EXPERIMENTAL ADVANCED RENEWABLE PROGRAM AR

a. Company 1, address, brief description of equipment manufactured or assembled in the state of Michigan

b. Company 2, address, brief description of equipment manufactured or assembled in the state of Michigan

7. The Generator Equipment Address is: _____
8. The EARP Point of Delivery is: _____
Township/County/City: _____
9. The Generator Equipment (Make/Model) _____
Consists of: _____ Inverter: _____
PV Modules: _____
10. The Number of Solar PV Panels is: _____
11. The Number of Inverters is: _____
12. The Cost of Generator Equipment is: _____
13. The Cost of Labor to Install
Generator Equipment is: _____
14. The Final Generator Nameplate
Capacity (kW DC-STC) is: _____
15. The Service Type and Voltage is: _____
16. The Meter ID is: _____

Witness my hand under the penalties of perjury this _____ day of _____ 20__.

(Company Name)

By: _____

Title: _____

(Address, telephone number and electronic mail address of affiant.)

AGREEMENT FOR SERVICE - EXPERIMENTAL ADVANCED RENEWABLE PROGRAM AR

I, _____, a Notary Public of the County and State aforesaid, hereby certify that

_____ personally known to me to be the affiant in the foregoing affidavit, personally appeared before me this day and having been by me duly sworn deposes and says that the facts set forth in the above affidavit are true and correct.

Witness my hand and official seal this the _____ day of _____, _____.

(SEAL)

Notary Public

My Commission expires: ____ / ____ / _____.



Exhibit A Affidavit Instructions

(Non-Residential Customers)

Please refer to these instructions when completing the enclosed Exhibit A Affidavit (herein referred to as "Affidavit"). Not all fields are included in these instructions as most of them are self-explanatory:

NOTE: Please be aware that this Affidavit may be audited by the State of Michigan and further documentation may be required by the generator owner to support the data shown.

ITEM 2:

- ❖ **Plant Name:** This information is required in order to register the generator (aka 'Plant Name') into the MIRECs system. The name chosen may consist of, as an example, the business name ("business name Solar Project", etc.) or any appropriate name that will easily identify the generator in MIRECs.
- ❖ **Address of plant site:** This information must be the actual location of the generator (which may or may not be the same as the current delivery account address).

ITEM 5:

- ❖ **Percentage:** In the blank line provided (in the first paragraph of this section), please enter the percentage number of any 'in-field labor by residents of the State of Michigan' used to install the generator.

Also, in the blank line provided in the second paragraph please enter the percentage number of 'equipment and materials manufactured or assembled in the state of Michigan.'

NOTE: If the EARP generator was installed using zero Michigan Labor OR Michigan Equipment, please enter a zero in the blank line provided.

ITEM 6:

NOTE: If zero percentage is shown in the first paragraph in Item 5 above, then the following information will not be required.

Michigan Labor:

- ❖ **a. and b.:** In the space provided, please enter the name, address and contact information of the companies who used Michigan residents for in-field labor when constructing the generator (one company per item).

NOTE: Please include on a separate piece of paper, the name, address and contact information of any additional companies that were used to install the generator.

ITEM 6 (Continued)

NOTE: If zero percentage is shown in the second paragraph in Item 4 above, then the following information will not be required.

Michigan Equipment:

- ❖ **a. and b.:** In the space provided, please enter the name and address of the company who assembled or manufactured equipment in the State of Michigan used in the construction of the generator. Please be sure to also include a brief description of the equipment that was manufactured or assembled in the State of Michigan and used in constructing the generator (one company per item).

NOTE: Please include on a separate piece of paper, the name and address of any additional companies who assembled or manufactured any equipment in the State of Michigan used in the construction the generator. Please be sure to include a brief description of the equipment that was manufactured or assembled in the State of Michigan and used in constructing the generator.

ITEM 7:

Even though this information is also required on the first page of the Affidavit, please fill in the exact address of the generator, including City, State and zip code (see 'Address of plant site' (Item 2) instructions on Page 1).

ITEM 8:

- ❖ **EARP Point of Delivery:** Please enter the location of the generator based on one of the following criteria:
 - **Co-Located:** If the EARP meter is installed in a dual gang meter socket with the current delivery account meter (the meter which Consumers Energy uses to track the usage of electricity supplied by Consumers Energy), then please state that it is "Co-Located with Existing Meter."
 - **New Meter Socket:** If the EARP meter is not installed in a dual gang socket at the same address as the current delivery account meter (as described above) but is located on the current delivery account property, then please describe where the meter is located with respect to the current delivery account meter (e.g., 'located on the southwest corner of property', 'located just to the left of my current delivery account meter,' etc.)
 - **Separate Property:** If the EARP meter is located on a contiguous property that is not the same address as the current delivery account, please indicate that it is on such contiguous property but also describe its location with respect to a defined object.(e.g., 'Adjacent Property - south corner of my array', 'Adjacent Property – east side of parking lot' etc.)
- ❖ **Township/County/City:** Please enter **all** of the information requested for the location of your solar generator.

ITEM 9:

- ❖ Inverter: If applicable, in the blank line provided, please describe the make and model (including kW) of the installed inverter(s).
- ❖ PV Modules: Please describe the make and model (including kW) of your PV module(s).

ITEM 10:

Please enter in the blank line provided, the number of solar PV panels that were constructed (including kW).

ITEM 11:

Please enter in the blank line provided, the number of inverters that were constructed (including kW).

ITEM 12:

Please enter in the blank line provided, the total cost (\$) of the generator equipment (including inverters, wiring, and racking system). The cost shown should not include cost of labor.

ITEM 13:

Please enter in the blank line provided the total cost (\$) of labor dollars used to construct the generator. The cost shown should not include cost of equipment.

ITEM 14:

Please enter in the blank line provided the final generator nameplate capacity (in kW DC-STC). The number required here should be rounded to the nearest tenth of kW (e.g., 15.4, 4.0, 2.1, etc.).

ITEM 15:

Please enter in the blank line provided, the meter's type of service and voltage (i.e., Single Phase 120/240 V, Single Phase 120/208 V, Three Phase 240/480 V, etc.).

ITEM 16:

Please enter in the blank line provided, the new EARP meter's 87-digit ID number.

Signature Page:

Please do not sign the Affidavit or have it notarized until after the draft has been reviewed by Consumers Energy. Notification will be made via telephone or e-mail if any changes are required or if the Affidavit is acceptable.

NOTE: Once the Affidavit has been approved, please have the appropriate individual (i) sign their name in the 'By' line; (ii) in the blank space provided, enter their address, telephone number and, if applicable, electronic mail address and (iii) have Affidavit notarized and returned to Consumers Energy's EARP Coordinator.

Exhibit A
Non-Residential Customers

Affidavit

I, _____ (Name and Title), of _____ (Company Name), a Michigan [or name state] (corporation, limited partnership, limited liability company, etc.), herein referred to as the Company, do hereby depose and say under oath that the following statements are true, to the best of my information, knowledge and belief:

1. I am an authorized representative of the Company.
2. The Company owns and operates a solar photovoltaic plant, known as _____ (Plant name) at _____ (address of plant site), herein referred to as the Plant.
3. The Plant meets the requirements for a renewable energy system pursuant to Michigan Public Act 295 of 2008.
4. The Plant is capable of producing Michigan incentive renewable energy credits pursuant to Michigan Public Act 295 of 2008 Section 39 (2) (c), MCL 460.1039 (2) (e).
5. The Plant was constructed using _____% in-field labor by residents of the State of Michigan, where such percentage was calculated by dividing total number of in-field labor hours attributed to the construction of the Plant performed by residents of the State of Michigan by the total in-field labor hours attributed to construction of the Plant.

AND/OR

The Plant was constructed using _____% equipment and materials manufactured or assembled in the state of Michigan, where such percentage was calculated by dividing the U.S. dollar cost of equipment and materials manufactured or assembled in the state of Michigan by the total U.S. dollar cost of all equipment and materials used to construct the Plant.

6. The companies that employed the residents of the State of Michigan described in Item (5) above are as follows:

a. Company 1, address, contact information

b. Company 2, address, contact information

AND/OR

The companies that manufactured or assembled in the state of Michigan equipment and materials that were used to construct the Plant are as follows:

a. Company 1, address, brief description of equipment manufactured or assembled in the state of Michigan

b. Company 2, address, brief description of equipment manufactured or assembled in the state of Michigan

- 7. The Generator Equipment Address is: _____
- 8. The EARP Point of Delivery is: _____
Township/County/City: _____
- 9. The Generator Equipment (Make/Model) _____
Consists of: Inverter: _____
PV Modules: _____
- 10. The Number of Solar PV Panels is: _____
- 11. The Number of Inverters is: _____
- 12. The Cost of Generator Equipment is: _____
- 13. The Cost of Labor to Install
Generator Equipment is: _____
- 14. The Final Generator Nameplate
Capacity (kW DC-STC) is: _____
- 15. The Service Type and Voltage is: _____
- 16. The Meter ID is: _____

Witness my hand under the penalties of perjury this _____ day of _____ 20__.

_____(Company Name)

By: _____

Title: _____

(Address, telephone number and electronic mail address of affiant.)

I, _____, a Notary Public of the County and State aforesaid, hereby certify that _____ personally known to me to be the affiant in the foregoing affidavit, personally appeared before me this day and having been by me duly sworn deposes and says that the facts set forth in the above affidavit are true and correct.

Witness my hand and official seal this the _____ day of _____, _____.

(SEAL)

Notary Public

My Commission expires: ____ / ____ / _____.

COMMISSIONING TEST REPORT

Customer Name: _____

Generator Site Information
Address _____

Electric Service Meter # _____

One-line diagram

Device to be opened to break parallel between generator and utility system _____

Method use to identify that the system is generating _____

Date of Commissioning Test _____

Time of parallel Operation _____

After breaking the parallel operation (i.e. opening disconnect switch or other device) time duration before the generator ceases to generate _____ seconds.

Device used to measure time duration _____

Commission Test Performed by (Please print) _____

Signature _____

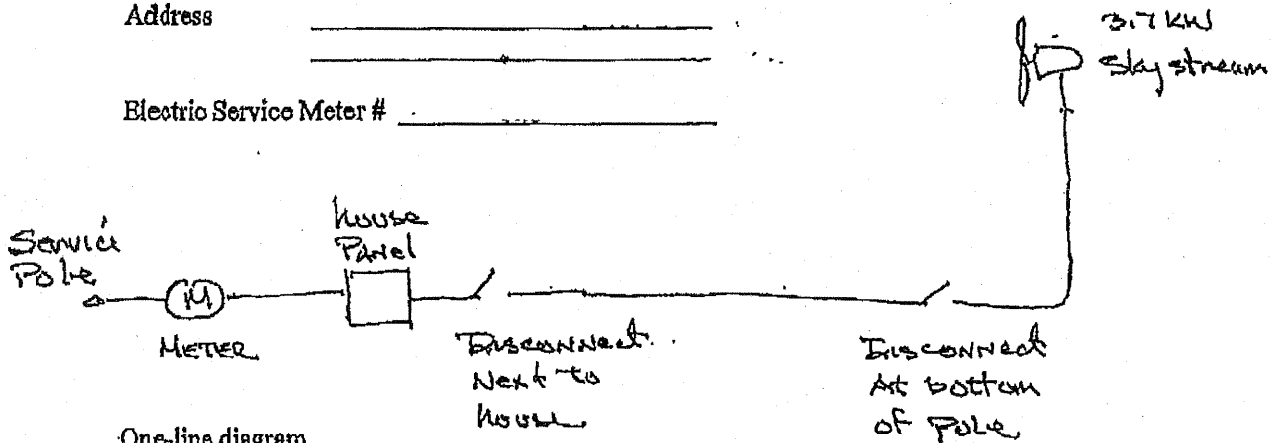
Example

COMMISSIONING TEST REPORT

Customer Name: _____

Generator Site Information
Address _____

Electric Service Meter # _____



One-line diagram

Device to be opened to break parallel between generator and utility system Disconnect @ Bottom of pole

Method use to identify that the system is generating magnetic brake on generator

Date of Commissioning Test 7/3/09
Time of parallel Operation 1:30 PM

After breaking the parallel operation (i.e. opening disconnect switch or other device) time duration before the generator ceases to generate less than 2 seconds.

Device used to measure time duration counting 1001, 1002

Commission Test Performed by (Please print) Steve Markley
Signature [Signature]

10. CONSIDERATION OF THE REQUEST TO APPROVE AN ENGINEERING PROPOSAL FROM ARCADIS U.S., INC., TOLEDO, OH, FOR DESIGN AND CONSTRUCTION SERVICES FOR THE REPLACEMENT OF THE PAKA PLAZA (JACKSON CROSSING) SANITARY SEWER LIFT STATION IN THE AMOUNT OF \$35,009.00, AND AUTHORIZATION FOR THE MAYOR AND CITY CLERK TO EXECUTE THE PROFESSIONAL SERVICES AGREEMENT. (POSTPONED AT THE OCTOBER 25, 2011, CITY COUNCIL MEETING.)

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

NEW BUSINESS .

11. ITEM DELETED.

12. CONSIDERATION OF THE REQUEST TO APPROVE THE AGREEMENT FOR SERVICE WITH CONSUMERS ENERGY FOR THE EXPERIMENTAL AVANCED RENEWABLE PROGRAM (EARP), ALLOWING FOR THE CITY TO CONSTRUCT A 150 KW PHOTOVOLTAIC FIELD AT THE WASTEWATER TREATMENT PLANT AND SELL THE ENERGY CREATED BACK TO CONSUMERS ENERGY, AND AUTHORIZATION FOR THE MAYOR AND CITY CLERK TO EXECUTE THE APPROPRIATE CONTRACT DOCUMENT(S), AND FOR THE CITY ATTORNEY TO MAKE ANY MINOR MODIFICATIONS NECESSARY.

Motion was made by Councilmember Howe and seconded by Councilmember Breeding to postpone consideration of this matter until the new Council is seated. The motion FAILED adoption by the following vote. Yeas: Councilmembers Breeding and Howe—2. Nays: Mayor Dunigan and Councilmembers Greer, Frounfelker and Polaczyk—4. Absent: Councilmember Gaiser—1.

Motion was made by Councilmember Greer and seconded by Councilmember Polaczyk to approve the request. The motion was adopted by the following vote. Yeas: Mayor Dunigan and Councilmembers Howe, Greer and Polaczyk—4. Nays: Councilmember Breeding—1.



January 12, 2012

City of Jackson Purchasing Department
ATTN: Shelly Allard
161 West Michigan Avenue - 10th Floor
Jackson, MI 49201

Re: Request for Qualifications and Proposal for Design and Build of a 150 kW Photovoltaic System at the Jackson Wastewater Treatment Plant (Proposal Reference No.: RFQP/11/004) Technical Proposal

Dear Ms. Allard:

Harvest Energy Solutions (Harvest) is pleased and excited to respond to your Request for Qualifications and Proposal (RFQP) for design/build of a 150 kW photovoltaic system at the Jackson Wastewater Treatment Plant.

BACKGROUND

The City plans to design and build a 150 kW photovoltaic system at the City of Jackson wastewater treatment plant located at 2995 Lansing Avenue, Jackson, Michigan. The design & installation is to be in accordance with City, state, and federal regulations in addition to the Consumers Energy EARP program requirements. The scope of services is defined as follows:

1. Design of a 150 kW ground mounted and fixed array photovoltaic system
2. Construction of a 150 kW ground mounted and fixed array photovoltaic system
3. Preparation of as-built plans once project is complete

EXPERIENCE

Harvest offers the maximum level of experience in cutting-edge photovoltaic system design and installation as demonstrated by the similar relevant projects we have included in this proposal. Having extensive experience in the renewable sector dating back to 2006, we have fine-tuned our methodology to give our customers the best feasible option. We have designed and installed dozens of renewable systems in the Midwest out of our corporate office in Jackson, MI. Harvest has also teamed up with Tetra Tech for design and engineering consultation for this project. Tetra Tech has just completed the design and as-built drawings for a successful 1MW photovoltaic system at the Collins Park water treatment plant in Toledo, Ohio. Tetra Tech has designed over 4 GW of photovoltaic systems worldwide. Tetra Tech has successfully worked with the City of Jackson on many successful projects including the current wastewater treatment plant upgrades. Tetra Tech's experience at the City's wastewater treatment plant dates back to 1958.

COST-EFFECTIVE APPROACH

In order for Harvest to present the most cost-effective solution while using a product that meets the



project's standards, the design must meet the Consumers Energy EARP program requirements. Harvest will deliver the Michigan labor contribution well above the 60% target; in fact, practically 100% of the labor dollars will come right here from Jackson County. Harvest will also make a considerable effort through research to use products manufactured in Michigan to meet the 50% equipment and materials target. By meeting these targets, the City of Jackson will receive the financial benefit of the EARP higher payback per kWh.

PRICING/VALUE

The City of Jackson is in the fortunate position to have the Harvest installation team located in the City of Jackson. Furthermore, the design & engineering team is based in Ann Arbor, and is ready to proceed immediately to meet the schedule. By selecting Harvest, **the City of Jackson will receive value that far exceeds our competitive price.**

Sincerely,

Mark Olinyk
CEO
Harvest Energy Solutions

Enclosures:

Facts about Harvest When Considering Evaluation Criteria	Page 3
Proposal Submission Letter	Page 4
Proposal for RFQP/11/004	Page 6
Proposal for RFQP/11/004 – Appendix A (City Terms & Conditions)	Page 28
Proposal for RFQP/11/004 – Appendix B (Preliminary Schedule)	Page 34
Proposal for RFQP/11/004 – Appendix C (Preliminary Design)	Page 36
Proposal for RFQP/11/004 – Appendix D (Resumes)	Page 51



III. Work Plan

UNDERSTANDING OF THE PROJECT

The City of Jackson has been chosen to take part in Consumers Energy's EARP program, specifically a Category 2, non-residential 150 kW PV installation project. With all renewable investments, it is important to optimize return on investment, and provide a solution that a) is cost effective up front, b) will deliver a quality product that will require minimal maintenance, and c) will achieve safety and environmental goals. Harvest Energy Solutions (Harvest) will ensure all project requirements are met and the City of Jackson is completely satisfied.

This project consists of three tasks:

1. Design of 150 kW Ground Mounted Fixed Array Photovoltaic System
2. Construction of 150 kW Ground Mounted Fixed Array Photovoltaic System
3. Prepare As-Built Drawings

Harvest is approaching this project methodically to keep costs down, so when considering components, Harvest will select a quality brand with the lowest price. However, if two brands of the same product are available at the same price, Harvest will always select the US made product.

In further understanding project requirements, Harvest will obtain three bonds as described in Addendum 2 dated January 4th, 2012.

TASK I: DESIGN OF 150 KW GROUND MOUNTED FIXED ARRAY PHOTOVOLTAIC SYSTEM

ENGINEERING OVERVIEW

Our team understands that the goal of this project is to successfully produce a detailed plan for installation of a 150 kW PV system on the City's wastewater treatment plant (WWTP) property that conforms to EARP and City of Jackson requirements. Tetra Tech will support Harvest in the development of the detailed design. The design will consist of the following plan sheets:

- Title Sheet
- General Notes
- Solar Site Plan
- Civil Site Plan
- Single Line Electrical Diagram – AC
- Single Line Electrical Diagram – DC
- Details



Tasks that will be included during the detailed design include:

- Site/civil design including demolition/removals, grading, drainage, trench locations and pier (pile) layout, and interconnection location
- Electrical design – single-line diagrams, relevant calculations for wire sizes and overcurrent protection, and all relevant components
- Evaluate and specify solar components – racking, modules, inverters, conductors, and combiners

We are assuming that a topographic survey of the site will not be required due to the relatively flat terrain and that we will be able to use existing CAD base mapping from previous projects as the background for site drawings. Soil borings will be included in our proposal as this geotechnical information and analysis will be required in order for the racking manufacturer to honor their warranty and to provide specific structural recommendations.

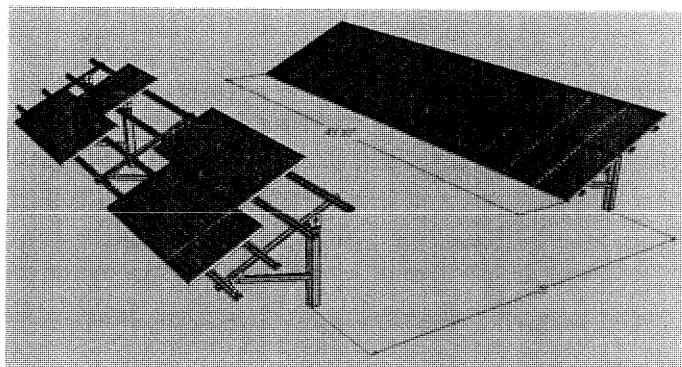
Equipment selection has been evaluated based upon the following primary criteria:

- Estimated capital and life-cycle costs
- Available warranties and expected power production over 25 years.
- Ease of installation, both of the mounting structure and the solar modules, in order to expedite the installation schedule
- Tilt angle
- Ease of maintenance
- Documented reliability
- Modular design capabilities and ease of integration
- Availability of system components

Based upon our current understanding of the WWTP and the needs and expectation of the City, we will be examining the need for footings and foundation designs, including the potential use for ballasted concrete footings in areas sensitive with shallow utilities. Until investigation proves otherwise, the primary foundation systems will be of helical pile or drive pile type.

RACKING

Racking and mounting design for this project have already been researched. For this proposal, we are assuming a boring analysis will allow us to use driven piles in lieu of concrete foundations and/or ballasted racking. Any other installation method will be an added cost to the project based on results from soil samples, water table, and underground plumbing. The main





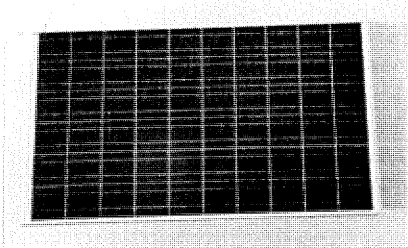
steel members are all galvanized to appropriate levels for the application and site conditions and use all stainless steel hardware. The longitudinal members (called rails) are extruded aluminum or steel sections specifically designed for module mounting applications.

In this proposal, we considered RBI mounting systems because they a) are a quality product, b) are in Ohio, and c) have the lowest price. However, the City should consider Schletter Mounting Systems. For an additional 5% of cost, Schletter has the best quality and brand in the industry.

SOLAR MODULES

Schletter 240

For this project, a 240W solar module is preferred as compared to the modules in the 270-280W range because module costs are lower per W, racking costs are lower per W, and the industry is



beginning to prefer this size module. The solar module of choice in this proposal is the American made 240W Schott module. After researching Chinese made and other foreign modules, the cost is very close in comparison (within 5%). There have been reports recently of a worldwide "shake-out" and a sense of volatility with solar module manufacturers. There is also an impending tariff for Chinese modules that may take effect once this project gets underway that may result in a more expensive

module than American made modules. In addition, we are concerned about their financial stability and whether this will affect the product warranty. To maintain the integrity of the entire project, Harvest recommends American product be used.

Tetra Tech has proposed the following with regards to modules and array configuration:

- 240W module
- 13 modules per string
- 48 strings total
- 624 modules required for this project
- 25-degree tilt angle
- 2 modules in portrait
- DC-STC capacity - 149.76 kW_{DC-STC}

*ATTE
Pallets
30
\$11,880*

Affordable Solar

\$352

219,648

*383
PV Power*

*Pallet of
30
9952 x 44
21 Pallets
or
209,071*

A tilt angle of 25 degrees has been chosen based on an annual production analysis. This tilt angle allows for a more compact array and annual energy doesn't change as compared to 30 degree tilt. Please reference "Jackson WWTP 150 kW simulation" summaries in Appendix C; the two simulations use PVSYST V5.53 software and compare outputs of systems with 25 and 30 degree tilt angles respectively.

MODULE GROUNDING

Modules are grounded using a specialized clamp provided by the module racking manufacturer. The clips mechanically and electrically bond all modules to the longitudinal rails. This module ground



system is ETL listed and provides a redundant, permanent ground path.

DC COLLECTION

The string source circuit wiring (wires from the modules to the row-end combiners) will be 10 AWG (copper, stranded) USE-2 cables rated for exposed installation (see Appendix C for a CAD drawing of the one-line diagram for the proposed system). The conductors will be secured to the racking system using wire management clips provided by the racking supplier. The conductors from the combiner boxes to the inverter will be RHW stranded copper pulled through underground PVC conduit. The "home run" conductors are sized to equalize voltage drop and limit energy loss.

AC COLLECTION

The inverter is proposed to be placed on the north side of the array and will be located approximately 105 feet from the point of the utility interconnection (see Appendix C for a CAD drawing of the proposed system superimposed on satellite imagery). The AC utility pad will contain the inverter, step-up transformer, 480-volt overprotection device, meter enclosure, meter bypass, and any necessary telemetry equipment. The medium voltage conductors from the transformer to the point of interconnect will be specified by Consumers Energy and installed, sized, and documented per their requirements.

INVERTERS & COMBINERS

During selection of inverters and associated electrical components, the following criteria have been considered:

- Proven efficiency and reliability
- Ease of integration to the existing electrical system
- Ease of maintenance and monitoring
- Secure location with integrated safety features
- Compatibility with existing facility functions
- Minimal impact on facility maintenance
- Sufficient durability for the climate
- Data collection and reporting capabilities



Satcon™

In preliminary discussions, the Satcon PowerGate Plus 135 kW inverter fits the requirements of the project and has a competitive price. All inverters will be certified to UL 1741 standards and carry a minimum 10-year warranty. A suitable location and protective enclosure for electrical control equipment will be considered as well as the following elements during design:

- Recommendation of key equipment
- Design calculations
- Performance data for equipment components and subsystems



- Electrical grid interconnection requirements
- Performance monitoring

INTERCONNECTION TO GRID

Tetra Tech and Harvest have received a few requirements that were taken out of the documentation submitted to Consumers Power regarding the interconnection location:

- Rated output power – 135 kW
- Rated output voltage – 480 Volts AC
- Max output current – 163 Amps AC
- Max input current – 454 Amps AC
- Max system voltage – 600 volts DC
- Max inverter Mpp Voltage – 310 volts DC

We are assuming a 3-phase 480-V output from the inverter. If the inter-tie location is medium voltage, a step-up transformer may be needed. Harvest was informed that the transformer and its installation, if needed, shall not be considered in our cost proposal. Details are to be determined once project begins.

ENERGY PRODUCTION ESTIMATES

Based on preliminary design, the system production profile predicts an average annual energy harvest of 168.3 megawatt-hours (MWh) measured at the output of the step-up transformer, essentially representing the measured energy “at the meter.” Winter production is poor, but summer production is excellent. Shading effects associated with row spacing account for less than two percent loss of irradiance on an annual basis, which is very reasonable. See Appendix C for two design simulation summaries.

<i>Production Summary</i>	Energy (MWh)	Shading (kWh/m ²)	POA (kWh/m ²)
January	5.3	3.0%	41.7
February	12.9	2.0%	96.6
March	17.0	1.3%	134.1
April	13.7	1.7%	108.9
May	18.2	1.7%	145.9
June	16.9	1.8%	140.2
July	22.5	1.4%	190.6
August	18.8	1.5%	157.9
September	16.3	1.4%	131.0
October	13.0	1.5%	102.6
November	7.9	3.1%	62.1
December	5.7	4.7%	44.5
ANNUAL	168.3	1.8%	1356.2
DC-STC Rating:	149760.0	kW-DC-STC	
Specific production:	1123.5	kWh per kW _{DC-STC}	

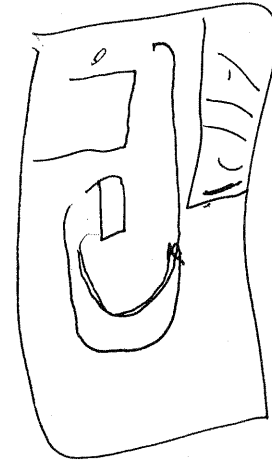
FINAL DESIGN DRAWINGS

The final design drawings and specifications will be developed in accordance with Consumers Energy EARP standards. The detailed design will be completed as quickly and efficiently as possible with input from City staff. Detailed design drawings for all aspects of the project will be submitted to the City for review during the design/build process. Prior to these submittals, the plans and specifications will be reviewed internally to ensure that the plans are at the levels anticipated by the

City and to minimize review time and comments by City staff.

Design documentation will be presented for the City's review at 50% and 90% completion, and will include the following:

- Schematic and final design
- Equipment details and description
- Layout of site
- Layout of equipment
- Selection of key equipment
- Design standards, codes, and compliance
- Design life
- Design calculations
- Specifications for equipment procurement and facility installation
- Performance of equipment components and subsystems
- Integration of the PV system with other power sources
- Electrical grid interconnection requirements
- Controls, monitors, protections, and instrumentation



In addition to following design requirements, Harvest is prepared to attend all meetings according to City requirements.

TASK II: CONSTRUCTION OF 150 KW GROUND MOUNTED FIXED ARRAY PHOTOVOLTAIC SYSTEM

PROJECT MANAGEMENT

The Project Manager (PM) is in charge of making sure all the materials are ordered and arrive to the site on schedule according to the final project design and timeline. The PM will assign the Construction Manager (CM) all tasking for the construction of this project. The CM will be NABCEP certified, and will have an experienced team to assist for an efficient, safe, and successful installation.

As with construction of all PV installations, Harvest will utilize expertise for the following tasks:

- Developing construction plans
- Activity durations
- Defining work tasks
- Assigning work tasks
- Defining precedence relationships among activities
- Estimating resource requirements
- Coding systems



PROTOCOL & DUE DILIGENCE

Harvest is committed to following protocol for the various interconnection requirements for this effort. The following documentation will be referred to throughout the course of the project for due diligence:

- Consumers Power Experimental Advanced Renewable Program (EARP) documentation, particularly Section C10.3 of the M.P.S.C. No. 13.
- Michigan Electric Utility – Generator Interconnection Requirements for Category 2 projects
- Act No. 295 Public Acts of 2008
- National Electric Code (NEC) or NFPA70
- Environmental Due Diligence (EDD) of Renewable Energy Products
- Other City of Jackson Documentation & Requirements

As stated earlier, 100% of labor for this project will be Michigan labor. In 2012, the EARP's requirement is 60% labor to qualify for the project. In fact, most of that 100% will be labor from right here in Jackson County.

Before ground-breaking, Harvest will receive all the appropriate permitting from local inspectors. CT Electrical Services will also visit the site and meet with Consumers Energy staff to confirm the interconnection requirements.

PROJECT TIMELINE

Phase I of construction will include tasks from the following list:

- Work with Consumers Energy, Miss Dig, and WWTP staff to determine the location of underground gas/electric/plumbing utility lines at the proposed installation site
- Stake out the site per Tetra Tech design documentation which will involve:
 - Detailed site measurements by Harvest engineers and construction personnel
 - Physical markings on site for electrical, posts, etc.
 - Approval from Tetra Tech that site plan for installation conforms with the design
- Move obstructions (rocks, picnic tables, etc.)
- Tree removal
- Soil boring and geotechnical analysis
- Begin markups on design documentation
- Inventory and quality check of all components for installation

There are at least eight trees that need removal in order to optimize output of the PV system at the proposed site, three of which are on the railroad-side. These will require special permission from the railroad company.



Phase II of construction will include installation of:

- Underground electrical
- Racking
- Solar modules
- Inverter/combiner pad(s)
- String-level commissioning

Phase III of construction will include installation of:

- Above-ground electrical
- Grounding system
- Commissioning of inverter
- String combiners

During Phases II and III, Harvest engineering and construction personnel will mark up the design documentation with any modifications made while the installation takes place.

We expect construction to be substantially complete by the beginning of July, 2012.

TASK III: PREPARE AS-BUILT DRAWINGS

Harvest Energy Solutions will work with Tetra Tech to develop Record (As-Built) Drawings. Harvest will markup plans during construction with modifications and updated information. This information will be compiled and following the completed construction, the information will be transferred to a completed As-Built Drawing set and delivered to the City of Jackson. The As-Built drawings are projected to take at most three weeks to complete and will be submitted via CD-ROM and original mylars.

PROJECT SCHEDULE

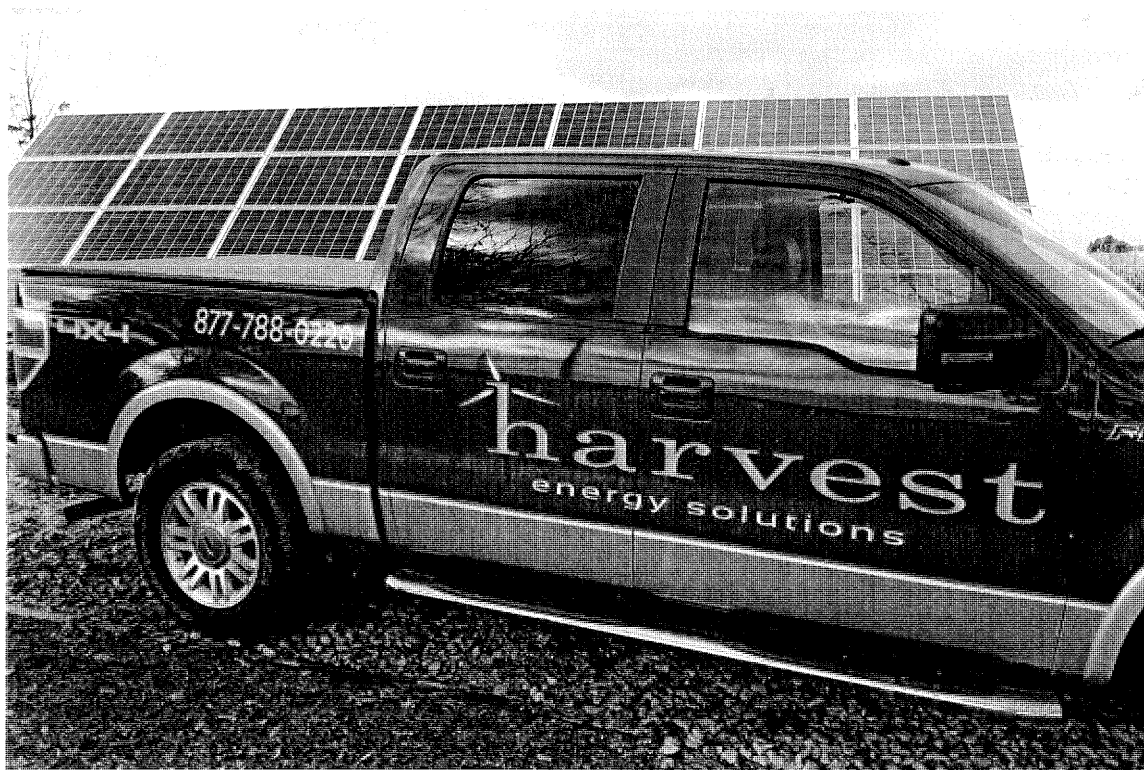
The City requires project completion by August 2012. The following project schedule presents an overview as to how Harvest will meet the schedule. See Appendix B for a more detailed schedule.

150 kW PV Installation at Jackson Wastewater Treatment Plant: Project Schedule	
Date	Scheduled Task
Monday, February 13, 2012	Project Begins - Harvest and Tetra Tech begin to detail preliminary designs for system
Thursday, March 01, 2012	Present preliminary design to City staff. Design expected to be 50 % complete.
Monday, March 19, 2012	Present preliminary design to City staff. Design expected to be 90 % complete.
Friday, April 13, 2012	Final design of system complete
Monday, April 16, 2012	Authorization given by City for construction
Tuesday, May 01, 2012	Permits for construction applied for with City inspectors



Thursday, May 17, 2012	First visit to site from CT electrical services
Monday, May 21, 2012	Harvest stakes out site
Wednesday, May 23, 2012	Tetra Tech visits site to verify plan for installation conforms with the design
Tuesday, May 29, 2012	Construction begins
Wednesday, June 27, 2012	CT Electrical Services on-site for inter-connection
Monday, July 02, 2012	150 kW PV Installation complete - all but commissioned
Thursday, July 05, 2012	Consumers Energy / local inspectors give final sign-off of interconnection
Friday, July 06, 2012	City of Jackson gives final sign-off of installation – system is officially commissioned
Saturday, July 07, 2012	City of Jackson holds a "ribbon cutting" event at the site to officially turn on the PV system
Monday, July 09, 2012	Tetra Tech begins work of As-Built Drawings of site
Tuesday, July 31, 2012	Final as-built drawings submitted to City
Wednesday, August 01, 2012	Project completion date

Harvest is confident that this preliminary schedule accounts for any unforeseen setbacks and will not affect a target completion date of August 2012.



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



MEMORANDUM

DATE: March 2, 2012
TO: Laurence Shaffer, City Manager
FROM: Matthew R. Heins, Chief of Police
SUBJECT: February Manager's Report

Chief Matthew Heins

- Attended:
 - Fire Department Goal Setting Meeting
 - Fire Department Budget Meeting
 - Police Department Budget Meeting
 - Fireworks Law and Ordinance Update Meeting
 - Employee Grievance Meeting (POLC-NS)
 - Staffing Review Meeting
 - Meeting with Sheriff on Radio System Grant
 - Meetings Regarding On-Call Firefighters (2)
 - Meeting Regarding Recalling a Laid Off Fire Fighter
 - Area Chiefs Meeting
 - Meeting with Larry Lloyd from GoRail
 - Meeting with City Manager Regarding Crime Statistics
 - McCulloch Academy Police Appreciation Presentation
 - Meeting with City Attorney regarding Civil Rights Complaint
- Spoke at Siena Heights University
- Spoke to Consumers Energy Retiree Group
- Spoke at Michigan State University
- Spoke to Rotary Club
- Time Away from Office:
 - 16 hours of training – MACP Conference
 - 8 hours of holiday
 - 8 hours of vacation

Deputy Chief John Holda

- Attended:
 - Budget Meetings (2)

- Evidence Audit Meeting
- Jackson/Hillsdale MPRI Meeting
- Performance Standards Meeting
- Employee Grievance Meeting
- Act 345 Meeting
- Training Consortium Meeting
- Awards Board Meeting
- Meeting Regarding Electronic Subpoenas
- Meeting Regarding Employee Evaluations
- Presentation at Lumen Christi High School Career Day
- Spoke to Rotary Club
- IT:
 - DEG – MICR Reporting
 - 2011 Error Correction and Crime Code Verification
 - Final Installation of Evidence Management Software and Training of Employees
 - Create LEIN/Aegis Access for All Officers
 - Update MDCs
 - Update DocView
- Time Away from Office:
 - 24 hours Training – MACP Conference and MICR Reporting
 - 8 hours holiday
 - 40 hours vacation

Lt. Christopher Simpson

- Attended:
 - Budget Meeting
 - Staffing Meeting
 - Meeting with Sheriff on Radio System Grant
 - McCulloch Academy Police Appreciation Presentation
- Projects
 - Applying for additional grant monies for police radios
 - MCOLES Reporting
 - Coordinating training at JCC through the Bureau of Justice
 - Preparing for Annual Police Memorial
- Time Away From Office:
 - 72 hours training (Fire Academy)
 - 8 hours holiday

Lt. Elmer Hitt

- Attended:
 - Budget Meeting
 - John George Home Board Meeting
 - HRC Meeting
 - SRT Training
 - Local Planning Team (LPT) Meeting
 - McCulloch Academy Police Appreciation Presentation
 - Domestic Violence Coordinating Council Meeting
- Other Update Information:
 - At the LPT meeting, \$207,950 was approved to use for radios. The request now must be approved by the State Board.
- Time Away from Office:
 - 8 hours holiday
 - 16 hours of training – Officer Safety
 - 8 hours personal time
 - 8 hours sick