



AGENDA - CITY COUNCIL MEETING

May 24, 2022

6:30 p.m.

1. **CALL TO ORDER.**
2. **PLEDGE OF ALLEGIANCE - Invocation will be given by Fourth Ward Councilmember Laura Dwyer Schlecte**
3. **ROLL CALL.**
4. **ADOPTION OF AGENDA.**
5. **PRESENTATIONS/PROCLAMATIONS.**
6. **PUBLIC HEARINGS.**
7. **CITIZEN COMMENTS. (3-Minute Limit)**
8. **PETITIONS & COMMUNICATION FROM CITY STAFF AND OTHER GOVERNMENTAL ENTITIES. (Accept & Place on File).**
 - A. **City of Jackson Financial Statements as of and for the 10 Months Ended April 30, 2022**
 - B. **Accept and place on file the CDBG, HOME, and CDBG-CV Homeless Prevention Financial Summaries through April 30, 2022**
9. **CONSENT CALENDAR**
 - A. **Minutes of the Regular Meeting of May 10, 2022**

Approve the minutes of the regular City Council Meeting of May 10, 2022.

- B. Engineer's Report for Street Reconstruction with Water Main and Sanitary Sewer Replacement, Oakridge Drive - Glen Drive to Grovedale Avenue**
Receive the Engineer's Report for street reconstruction with water main and sanitary sewer replacement on Oakridge Drive from Glen Drive to Grovedale Avenue and establish June 14, 2022 at the City Council meeting as the time and place to hold a public hearing.
- C. Special Event Application for Paws in the Park**
Approve a request from the Cascades Humane Society to host the Paws in the Park on June 3-4, 2022 in Horace Blackman Park, Hayes Court, and the True Community Credit Union City Square.
- D. Special Event Application for the Palmer/Mello Wedding**
Approve a request from Megan Mello & Shawn Palmer to host their wedding on June 4, 2022 in downtown Jackson.
- E. Special Event Application for the Jackson County Rose Parade**
Approve a request from the Jackson County Rose Festival to host the Jackson County Rose Parade on June 5, 2022 in Horace Blackman Park and on the streets of downtown Jackson.
- F. Special Event Application for the Everyheart Night of Worship**
Approve a request from the Everyheart Movement to host the Everyheart Night of Worship on June 10, 2022 in Horace Blackman Park and the True Community Credit Union City Square.
- G. Special Event Application for the Prison City Breakout**
Approve a request from Matthew Ancile to host the Prison City Breakout on June 11, 2022 at Nixon Skate Park.
- H. Special Event Application for the Pride Picnic**
Approve a request from the Jackson Pride Center to host the Pride Picnic on June 12, 2022 in Horace Blackman Park.
- I. Special Event Application for the Jackson Pride Festival**
Approve a request from the Jackson Pride Center to host the Pride Festival on August 20, 2022 in Horace Blackman Park, True Community Credit Union Square, and the streets of downtown Jackson.

10. OTHER BUSINESS.

A. Second Reading/Final Adoption of Ordinance No. 2022-04

*Approve the second reading/final adoption of an ordinance amending various Chapters of the Jackson Code of Ordinances in order to rename the City's Department of Neighborhood and Economic Operations to the "Community Development Department" **and** to correct a transcription error in Section 14-42(5).*

B. Personnel Policy Amendments

Approve the amendments to the City of Jackson Personnel Policy for employees.

11. NEW BUSINESS.

A. Adoption of International Property Maintenance Code (IPMC)

Approve first reading of an ordinance amending Chapter 14 of the City of Jackson Code of Ordinances, by adopting the International Property Maintenance Code (IPMC) and further making appropriate amendments, deletions and additions thereto.

B. Approve a resolution authorizing the levy of a millage in the amount of 1.9996 mills on parcels in the DDA District for fiscal year 2022-2023

Approve a resolution from the Downtown Development Authority authorizing the levy of a millage in the amount of 1.9996 mills on parcels in the DDA District for fiscal year 2022-2023.

C. Changes to the Standard Lighting Contract for streetlights with Consumers Energy for the addition of one new streetlight

Approve the Resolution for Changes to the Standard Lighting Contract for one streetlight with Consumers Energy and authorize the Mayor and City Clerk to execute the appropriate documents.

D. Changes to the Standard Lighting Contract for streetlights with Consumers Energy for one removal, one replacement and five installations of new streetlights

Approve the Resolution for Changes to the Standard Lighting Contract for streetlights with Consumers Energy and authorize the Mayor and City Clerk to execute the appropriate documents.

E. Proposed Annual Budget Resolution for Fiscal Year 2022-2023

Adoption of Annual Budget Resolution for Fiscal Year 2022-2023

F. Receive Draft Substantial Amendment 2 to the 2021-2022 Annual Action Plan and Establish a Public Hearing on June 14, 2022

Receive the draft Substantial Amendment 2 to the 2021-2022 Annual Action Plan and establish a Public Hearing on June 14, 2022.

G. Adoption of Resolution of Intent to Amend the MLK Corridor Improvement Authority Boundaries and Establishing a Public Hearing

Adopt a Resolution of Intent to Modify the existing boundaries of the MLK Corridor Improvement Authority and setting a public hearing date for the July 12, 2022 City Council meeting.

H. Resolution to Place Delinquent Invoices on 2022 Summer Tax Bills

Approve a resolution to place delinquent invoices on 2022 summer tax bills.

I. Approval of a PILOT ordinance and associated development agreement for The Greenwood Limited Dividend Housing Association LLC

Approve adoption of an ordinance granting a "PILOT" payment in lieu of taxes exemption to The Greenwood Limited Dividend Housing Association LLC, and associated development agreement. Authorize the City Manager and City Attorney to make minor adjustment to the Development Agreement.

J. Confirm Community Development Block Grant (CDBG) and HOME Investment Partnerships (HOME) Projects for Fiscal Year 2022 - 2023 and Final Funding Allocations for those Projects

Confirm Community Development Block Grant (CDBG) and HOME Investment Partnerships (HOME) Projects for Fiscal Year 2022-2023 and final funding allocations for those projects.

K. Approve Submission of the 2022-2023 Annual Action Plan, Adopt a Resolution of Certifications, and Authorize the Mayor to Sign Required Documents for Submission to HUD

Approve submission of the 2022-2023 Annual Action Plan, adopt a Resolution of Certifications, and authorize the Mayor to sign required documents for submission to HUD.

12. CITY COUNCILMEMBER'S COMMENTS.

13. MANAGER'S COMMENTS.

14. ADJOURNMENT.



City of Jackson, Michigan Financial Statements

As of and For the 10 Months Ended April 30, 2022

Preliminary/Unaudited

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City of Jackson, Michigan
General Fund Expenditure Summary
As of and For the 10 Months Ended April 30, 2022
(Prepared on the Adopted Budget-Basis)
Preliminary/Unaudited

Function Department	2021/22 Budget		Actual Month	Actual Year	Percent Spent	Variance - Favorable
	Original	Amended	To Date	To Date		(Unfavorable)
<u>General Government :</u>						
101-101 City Council	113,060	113,060	6,845	82,525	72.99%	30,535
101-103 Charter Review Committee	2,500	2,500	0	0	0.00%	2,500
101-172 City Manager	433,880	433,880	43,609	390,399	89.98%	43,481
101-191 Finance	465,541	465,541	36,943	390,406	83.86%	75,135
101-215 City Clerk	306,669	306,669	21,694	243,412	79.37%	63,257
101-228 Management Info. Services	360,819	360,819	17,641	271,186	75.16%	89,633
101-233 Purchasing	123,257	123,257	1,830	88,892	72.12%	34,365
101-253 City Treasurer	398,079	398,079	28,636	304,738	76.55%	93,341
101-254 City Income Tax	215,172	215,172	15,961	135,548	63.00%	79,624
101-257 City Assessor	423,890	423,890	41,707	364,463	85.98%	59,427
101-262 City Clerk-Elections	136,800	136,800	2,301	89,950	65.75%	46,850
101-265 City Hall & Grounds	419,346	419,346	28,429	463,074	110.43%	(43,728)
101-266 City Attorney	624,627	624,627	50,559	518,721	83.04%	105,906
101-270 Personnel	285,272	285,272	16,198	196,025	68.72%	89,247
101-278 Unallocated	800,750	800,750	42,985	613,885	76.66%	186,865
	5,109,662	5,109,662	355,338	4,153,224	81.28%	956,438
<u>Judicial:</u>						
101-299 Admin. Hearings Bureau	186,160	186,160	8,858	125,431	67.38%	60,729
	186,160	186,160	8,858	125,431	67.38%	60,729
<u>Public Safety:</u>						
101-301 Police	10,730,184	10,730,184	765,035	8,226,139	76.66%	2,504,045
101-311 OHSP Grant - Seatbelts	12,806	12,806	0	2,087	16.30%	10,719
101-320 Consortium Training	27,500	27,500	19	20,344	73.98%	7,156
101-321 In Service Training	7,000	7,000	0	3,583	51.19%	3,417
101-340 Fire Suppression	5,195,936	5,370,027	997,287	4,950,318	92.18%	419,709
101-350 Public Safety - Unallocated	2,011,296	2,011,296	204,641	1,784,395	88.72%	226,901
	17,984,722	18,158,813	1,966,982	14,986,866	82.53%	3,171,947
<u>Public Works :</u>						
101-442 Forestry	588,607	588,607	38,607	427,856	72.69%	160,751
101-444 Sidewalk Construction	43,065	43,065	0	24,124	56.02%	18,941
101-445 Drains at Large	85,043	85,043	8,457	44,681	52.54%	40,362
101-450 Street Lighting	576,110	576,110	35,111	421,480	73.16%	154,630
101-455 Weed Control	103,743	103,743	96	43,077	41.52%	60,666
101-465 Grounds Maintenance	456,970	456,970	1,526	323,808	70.86%	133,162
101-567 Cemeteries	309,234	309,234	24,929	262,410	84.86%	46,824
101-571 Tax Property Maintenance	238,246	238,246	811	202,146	84.85%	36,100
101-572 Civic Affairs	83,703	83,703	2,460	57,000	68.10%	26,703
	2,484,721	2,484,721	111,997	1,806,582	72.71%	678,139
<u>Community & Economic Development:</u>						
101-701 Planning	224,224	224,224	11,315	182,217	81.27%	42,007
101-728 Economic Development	111,000	111,000	8,480	82,296	74.14%	28,704
	335,224	335,224	19,795	264,513	78.91%	70,711

(Continued -)

City of Jackson, Michigan
General Fund Expenditure Summary
As of and For the 10 Months Ended April 30, 2022
(Prepared on the Adopted Budget-Basis)

- Continued -

Function Department	2021/22 Budget		Actual Month To Date	Actual Year To Date	Percent Spent	Variance - Favorable (Unfavorable)
	Original	Amended				
<u>Recreation & Culture :</u>						
101-752 Parks, Rec. & Grnds. Admin.	292,640	292,640	22,666	249,662	85.31%	42,978
101-758 Lt. Nixon Memorial Pool	65,857	65,857	1,295	25,228	38.31%	40,629
101-771 Parks & Facilities Maintenance	696,158	696,158	47,313	532,247	76.45%	163,911
101-803 Historical District	11,673	11,673	850	8,749	74.95%	2,924
101-806 Diversity, Equity & Inclusion	248,702	248,702	17,768	191,991	77.20%	56,711
	1,315,030	1,315,030	89,892	1,007,877	76.64%	307,153
<u>Contributions to Other Funds:</u>						
101-965 Contributions to Other Funds	356,450	356,450	86,012	221,928	62.26%	134,522
Total General Fund Expenditures	27,771,969	27,946,060	2,638,874	22,566,421	80.75%	5,379,639
 <u>Funds Consolidated with the General Fund</u> <u>for Financial Reporting Purposes:</u>						
102 Budget Stabilization	36,000	36,000	0	0	0.00%	36,000

City of Jackson
All Other Funds - Expenditure Summary
As of and For the 10 Months Ended April 30, 2022
(Prepared on the Adopted Budget-Basis)

- Continued -

Fund Type/Fund Name	2021/22 Budget		Actual Month To Date	Actual Year To Date	Percent Spent	Variance - Favorable (Unfavorable)
	Original	Amended				
<u>Permanent Funds :</u>						
151 Cemetery Perpetual Maint.	45,500	45,500	0	0	0.00%	45,500
155 Ella W. Sharp Endowment	24,000	24,000	0	0	0.00%	24,000
160 Lloyd E. Mount Endowment	7,000	7,000	0	0	0.00%	7,000
<u>Special Revenue Funds :</u>						
202 Major Street	10,331,120	11,420,293	419,909	5,074,768	44.44%	6,345,525
203 Local Street	2,617,710	2,780,308	188,420	1,640,556	59.01%	1,139,752
208 Ella W. Sharp Park Operating	843,732	843,732	59,594	670,403	79.46%	173,329
218 Affordable Housing	0	0	33,348	47,773	N/A	(47,773) Note 2
245 Public Improvement	1,114,965	1,114,965	52,371	257,540	23.10%	857,425
246 Cortland St. Redev. Project	34,560	34,560	1,757	25,528	73.87%	9,032
249 Building Department	722,358	722,358	42,303	373,162	51.66%	349,196
251 Housing Code Enforcement	1,181,712	1,181,712	68,000	779,240	65.94%	402,472
252 Building Demolitions	61,780	61,780	2,070	219,715	355.64%	(157,935) Note 2
265 Drug Law Enforcement	17,968	17,968	1,396	16,405	91.30%	1,563
272 SAFER Grant	0	479,544	25,770	116,848	24.37%	362,696
273 Project Safe Neighborhoods	0	111,565	2,556	38,976	34.94%	72,589
275 Byrne/JAG Grant	0	47,998	5,434	8,896	18.53%	39,102
278 CESF Program	0	0	0	5,362	N/A	(5,362) Note 2
279 American Rescue Plan Act	1,882,250	1,882,250	16,702	131,488	6.99%	1,750,762
296 Recreation Activity	187,093	187,093	10,336	85,992	45.96%	101,101
297 Recreation Millage Program	645,424	645,424	49,352	508,746	78.82%	136,678
<u>Debt Service Funds :</u>						
308 2020 Capital Improvement D/S	223,533	223,533	0	18,767	8.40%	204,766
352 2017 Mich. Trans. Fund D/S	761,350	761,350	0	80,675	10.60%	680,675
367 2021 City Hall Refunding D/S	734,840	734,840	708,691	735,240	100.05%	(400)
385 2016 Capital Improvement D/S	143,275	143,275	0	143,275	100.00%	0
386 2018 Capital Improvement D/S	1,443,000	1,443,000	0	308,750	21.40%	1,134,250
389 2017 BRA TIF Refunding D/S	415,704	415,704	0	110,352	26.55%	305,352
391 2021 BRA TIF Refunding D/S	758,700	758,700	0	52,466	6.92%	706,234
394 2001 DDA TIF D/S	2,597,987	2,597,987	0	0	0.00%	2,597,987
395 2019 DDA TIF Refunding D/S	205,630	205,630	0	85,315	41.49%	120,315
<u>Capital Projects Funds :</u>						
401 Capital Projects	0	0	0	6,000	N/A	(6,000) Note 2
402 Water Equip. and Replacem.	4,995,759	4,995,759	118,996	2,160,415	43.24%	2,835,344
403 Lead Service Line Replacement	845,246	845,246	47	4,903	0.58%	840,343
404 Sanitary Sewer Maint.	391,202	391,202	22,825	176,044	45.00%	215,158
405 Sanitary Sewer Replacement	3,214,299	3,214,299	14,065	961,605	29.92%	2,252,694
406 Wastewater Equip. Replacem.	2,062,083	2,062,083	67,132	1,182,440	57.34%	879,643
488 MLK Corridor Improvemt. Authority	0	0	9,500	71,500	N/A	(71,500) Note 2
489 Brownfield Redevelopmt. Auth.	1,298,540	1,298,540	44,834	249,946	19.25%	1,048,594
494 DDA Project	2,805,617	2,805,617	0	85,315	3.04%	2,720,302

(Continued -)

City of Jackson
All Other Funds - Expenditure Summary
As of and For the 10 Months Ended April 30, 2022
(Prepared on the Adopted Budget-Basis)

- Continued -

Fund Type/Fund Name	2021/22 Budget		Actual Month To Date	Actual Year To Date	Percent Spent	Variance - Favorable (Unfavorable)
	Original	Amended				
<u>Enterprise Funds :</u>						
514 Auto Parking System	252,247	252,247	80,952	113,096	44.84%	139,151
518 Parking Assessment	280,808	280,808	13,687	145,531	51.83%	135,277
519 Cooper/Francis Parking Deck	283,836	283,836	4,727	40,671	14.33%	243,165
590 Sewer	8,776,495	8,776,495	657,164	5,161,839	58.81%	3,614,656
591 Water	13,542,689	13,542,689	1,437,719	8,190,131	60.48%	5,352,558
<u>Internal Service Funds :</u>						
641 Public Works Administration	413,922	413,922	33,749	337,609	81.56%	76,313
642 Engineering Administration	266,064	266,064	16,317	208,399	78.33%	57,665
643 Local Site Remed. Revolving	0	0	0	0	N/A	0
661 Motor Pool and Garage	1,333,779	1,333,779	108,135	794,629	59.58%	539,150
663 Equipment Revolving	0	0	0	0	N/A	0
676 Workers' Compensation	171,243	171,243	14,567	205,587	120.06%	(34,344) Note 2
677 Self-Insured Health Care	4,791,500	4,791,500	938,740	4,180,651	87.25%	610,849
<u>Trust & Agency Funds :</u>						
703 County & School Tax Collection	48,000	48,000	0	0	0.00%	48,000
731 Employees' Retirement System	4,175,000	4,175,000	0	2,966,944	71.06%	1,208,056
732 Policemen's/Firemen's Pension	663,540	663,540	0	455,021	68.57%	208,519
734 Police./Fire. Pension-345	7,640,000	7,640,000	0	4,240,981	55.51%	3,399,019
736 Public Employee Health Care	15,000	15,000	0	24,625	164.17%	(9,625) Note 2
<u>Special Assessment Funds :</u>						
852 2020 Special Assessment D/S	157,420	157,420	0	157,358	99.96%	62
895 Special Assessment	1,084,586	1,084,586	0	543,527	50.11%	541,059

City of Jackson
All Funds - Revenue Summary
As of and For the 10 Months Ended April 30, 2022
(Prepared on the Adopted Budget-Basis)

Fund/Fund Name	2021/22 Budget		Actual Month To Date	Actual Year To Date	Percent Collected	
	Original	Amended				
<u>General Fund :</u>						
Property Taxes	10,411,253	10,411,253	76,625	9,932,275	95.40%	
Income Taxes	8,000,000	8,000,000	1,605,486	9,924,566	124.06%	
Licenses & Permits	241,325	241,325	7,480	246,584	102.18%	
Federal Grants	15,614	189,705	0	225,756	119.00%	
State Grants	6,110	6,110	100,000	101,527	1661.65%	
State Revenue Sharing	4,809,762	4,809,762	165	2,801,475	58.25%	
Charges For Goods & Services	1,213,759	1,213,759	9,688	260,176	21.44%	
Fines & Forfeits	252,150	252,150	47,415	358,592	142.21%	
Investment Income	155,000	155,000	7,712	73,943	47.71%	
Contributions From Other Funds	2,036,750	2,036,750	1,845	18,705	0.92%	
Contributions From Local Units	12,500	12,500	60	6,367	50.94%	
Miscellaneous	186,430	186,430	5,006	507,268	272.10%	
Total General Fund Revenues	27,340,653	27,514,744	1,861,482	24,457,234	88.89%	
<u>Funds Consolidated with the General Fund</u>						
<u>for Financial Reporting Purposes:</u>						
102	Budget Stabilization	36,000	36,000	9	71	0.20%
<u>Permanent Funds :</u>						
151	Cemetery Perpetual Maint.	78,346	78,346	1,871	30,072	38.38%
155	Ella W. Sharp Endowment	24,000	24,000	0	0	0.00%
160	Lloyd E. Mount Endowment	7,000	7,000	0	0	0.00%
<u>Special Revenue Funds :</u>						
202	Major Street	86,778	8,677,834	307,470	4,360,013	50.24%
203	Local Street	2,506,088	2,506,088	90,191	1,262,041	50.36%
208	Ella W. Sharp Park Operating	844,600	844,600	39,491	403,204	47.74%
245	Public Improvement	1,181,500	1,181,500	657	1,113,531	94.25%
246	Cortland St. Redev. Project	0	0	34	338	N/A
249	Building Department	494,500	494,500	29,115	478,408	96.75%
251	Housing Code Enforcement	1,168,000	1,168,000	80,131	792,878	67.88%
252	Building Demolitions	1,500	1,500	53,019	184,143	12276.20%
265	Drug Law Enforcement	15,600	15,600	18	24,736	158.56%
272	SAFER Grant	0	479,544	25,915	91,078	18.99%
273	Project Safe Neighborhood	111,565	111,565	2,556	38,976	34.94%
275	Byrne/JAG Grant	0	47,998	5,881	8,896	18.53%
278	CESF Program	0	0	0	5,362	N/A
279	American Rescue Plan Act	16,017,651	16,017,651	0	15,411,980	96.22%
296	Recreation Activity	216,800	216,800	53,957	152,445	70.32%
297	Recreation Millage Program	645,500	645,500	106	300,612	46.57%
<u>Debt Service Funds :</u>						
308	2020 Capital Improvement D/S	223,533	223,533	0	25,855	11.57%
352	2017 Mich. Trans. Fund D/S	761,350	761,350	0	80,675	10.60%
367	2021 City Hall Refunding D/S	680,600	680,600	358	654,852	96.22%
385	2016 Capital Improvement D/S	143,275	143,275	0	143,275	100.00%
386	2018 Capital Improvement D/S	1,443,000	1,443,000	1,133,750	1,442,500	99.97%

Note 2

Note 2

Note 2

(Continued-)

City of Jackson
All Funds - Revenue Summary
As of and For the 10 Months Ended April 30, 2022
(Prepared on the Adopted Budget-Basis)

- Continued -

Fund/Fund Name	2021/22 Budget		Actual Month To Date	Actual Year To Date	Percent Collected	
	Original	Amended				
<u>Debt Service Funds (Continued) :</u>						
389	2017 BRA TIF Refunding D/S	415,704	415,704	0	110,352	26.55%
391	2021 BRA TIF Refunding D/S	758,700	758,700	0	52,466	6.92%
394	2001 DDA TIF D/S	2,597,987	2,597,987	0	0	0.00%
395	2019 DDA TIF Refunding D/S	205,630	205,630	0	85,315	41.49%
<u>Capital Projects Funds :</u>						
401	Capital Projects	500	500	31	175	35.00%
402	Water Equip. and Replacemt.	3,269,754	3,269,754	274,102	2,923,523	89.41%
403	Lead Service Line Replacement	845,246	845,246	30,394	303,263	35.88%
404	Sanitary Sewer Maintenance	391,202	391,202	22,825	176,044	45.00%
405	Sanitary Sewer Replacement	1,038,575	1,038,575	87,168	867,847	83.56%
406	Wastewater Equip. Replacemt.	1,461,450	1,461,450	122,451	1,289,761	88.25%
408	2020 Capital Imp. Bonds Const.	0	0	0	12	N/A
488	MLK Corridor Improvemt. Authority	0	0	0	46,000	N/A
489	Brownfield Redevelopmt. Auth.	1,340,180	1,340,180	535	4,357	0.33%
494	DDA Project	3,320,256	3,320,256	2,579	1,674,596	50.44%
<u>Enterprise Funds :</u>						
514	Auto Parking System	92,893	92,893	319	2,092	2.25%
518	Parking Assessment	261,042	261,042	5,811	216,727	83.02%
519	Cooper/Francis Parking Deck	16,150	16,150	548	10,717	66.36%
590	Sewer	6,647,106	6,647,106	573,448	4,942,463	74.36%
591	Water	11,834,447	11,834,447	1,153,398	9,415,599	79.56%
<u>Internal Service Funds :</u>						
641	Public Works Administration	366,886	366,886	19,434	313,631	85.48%
642	Engineering Administration	266,714	266,714	21,789	215,220	80.69%
643	Local Site Remed. Revolving	300	300	68	508	169.33%
661	Motor Pool and Garage	1,135,484	1,135,484	150,120	1,124,997	99.08%
664	Equipment Revolving	0	0	0	0	N/A
676	Workers' Compensation	110,000	110,000	6,460	75,329	68.48%
677	Self-Insured Health Care	5,242,500	5,242,500	404,081	4,214,654	80.39%
<u>Trust & Agency Funds :</u>						
703	County & School Tax Collection	48,000	48,000	230	2,593	5.40%
731	Employees' Retirement System	5,920,961	5,920,961	0	899,812	15.20%
732	Policemen's/Firemen's Pension	659,736	659,736	0	260,410	39.47%
734	Police./Fire. Pension-345	9,819,831	9,819,831	0	5,115,911	52.10%
736	Public Employees Health Care	200,000	200,000	0	224,078	112.04%
<u>Special Assessment Funds :</u>						
852	2020 Special Assessment D/S	157,420	157,420	0	157,358	99.96%
897	Special Assessment	777,166	777,166	1,404	392,470	50.50%

Note 2
Note 3

City of Jackson
Notes to Revenue & Expenditure Summaries
As of and For the 10 Months Ended April 30, 2022
(Prepared on the Adopted Budget-Basis)

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

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

MEMO TO: Mayor and City Councilmembers
FROM: Jonathan Greene, City Manager
DATE: May 24, 2022
SUBJECT: Accept and place on file the CDBG, HOME, and CDBG-CV Homeless Prevention Financial Summaries through April 30, 2022

Recommendation:

Accept and place on file the CDBG, HOME and CDBG-CV Homeless Prevention Financial Summaries through April 30, 2022.

Attached is a memo from Shane LaPorte, the Director of Neighborhood and Economic Operations, regarding accepting and placing on file the CDBG, HOME, and CDBG-CV Homeless Prevention Financial Summaries through April 30, 2022. Monthly expenses includes Personnel Salaries & Expenses, Administration Cost, City Attorney Expenses, Homeowner Emergency Hazards/Major Component Project Cost, Demolition Cost, Homeless Prevention Expenses, CHDO Operating Cost and CHDO Reserve Habitat for Humanity Deland Project Expense.

I recommend accepting and placing on file the CDBG, HOME, and CDBG-CV Homeless Prevention Financial Summaries through April 30, 2022. Your consideration and concurrence is appreciated.

JG

DEPARTMENTAL REPORT

MEMO TO: Jonathan Greene, City Manager

FROM: Shane LaPorte, Director of Neighborhood and Economic Operations

DATE: May 24, 2022

RECOMMENDATION: To accept and place on file the CDBG, HOME, and CDBG-CV Homeless Prevention Financial Summaries through April 30, 2022

SUMMARY

Attached please find the Financial Summaries for the CDBG, HOME, and CDBG-CV Homeless Prevention funds for the month ending April 30, 2022.

Monthly expenses included:

- Personnel – Salaries & Expenses
- Administration – Rehabilitation Administration Cost
- City Attorney Expenses
- Homeowner Emergency Hazards / Major Component Cost
 - ❖ 313 Taylor St. – Roofing System
- Demolition Expense
 - ❖ 908 S. Milwaukee St.
 - ❖ 128 N. Gorham – Pre Demo Expense
- CHDO Reserve (Habitat for Humanity – Deland Project)
- Homeless Prevention Expenses
 - ❖ Foreclosure Prevention
 - ❖ Water Shut-off Protection
 - ❖ Administration Cost

My recommendation is to accept and place on file the CDBG, HOME, and CDBG-CV Homeless Prevention Financial Summaries through April 30, 2022.

ATTACHMENTS

City of Jackson
Community Development Block Grant
Monthly Financial Summary
For the Ten Months Ended April 30, 2022

	<u>Budgeted</u>	<u>Expended Prior Year</u>	<u>Actual Month-to-Date</u>	<u>Actual Year-to-Date</u>	<u>Total Funds Expended- to-Date</u>	<u>Balance</u>	<u>Percent Spent</u>
<u>Administration</u>							
1 Administration & Planning							
FY 2019/2020	78,000	78,000	-	-	78,000	-	100.0%
FY 2020/2021	100,000	90,491	-	9,509	100,000	-	100.0%
FY 2021/2022	125,000	-	6,158	83,447	83,447	41,553	66.8%
<u>Code Enforcement</u>							
2 City Attorney Office							
FY 2019/2020	28,700	24,538	-	4,162	28,700	-	100.0%
FY 2021/2022	20,000	-	1,845	14,543	14,543	5,457	72.7%
<u>Rehabilitation Projects</u>							
3 Rehabilitation Administration							
FY 2019/2020	46,450	46,450	-	-	46,450	-	100.0%
FY 2020/2021	97,696	65,877	-	31,819	97,696	-	100.0%
FY 2021/2022	105,000	-	9,675	74,691	74,691	30,309	71.1%
4 City Emergency Hazard Repair Program							
FY 2020/2021	497,059	157,006	7,772	285,827	442,833	54,226	89.1%
<u>Street Projects</u>							
5 Special Assessments							
FY 2019/2020	25,000	4,365	-	-	4,365	20,635	17.5%
6 Steward: RR to E Ganson							
FY 2019/2020	24,550	24,550	-	-	24,550	-	100.0%
FY 2020/2021	170,000	93,815	-	76,185	170,000	-	100.0%
7 Street Lighting (FY 2019/2020)	379,924	229,442	-	-	229,442	150,482	60.4%
8 Street Construction - Chalet Terrance							
FY 2019/2020	480,000	480,000	-	-	480,000	-	100.0%
FY 2020/2021	220,000	218,358	-	-	218,358	1,642	99.3%

City of Jackson
Community Development Block Grant
Monthly Financial Summary
For the Ten Months Ended April 30, 2022

	<u>Budgeted</u>	<u>Expended Prior Year</u>	<u>Actual Month-to-Date</u>	<u>Actual Year-to-Date</u>	<u>Total Funds Expended- to-Date</u>	<u>Balance</u>	<u>Percent Spent</u>
9 Pre-construction Design (FY 2020/2021)	151,266	4,248	-	46,215	50,463	100,803	33.4%
10 Cooley: Morrell to Biddle							
FY 2021/2022	240,000	-	-	170,936	170,936	69,064	71.2%
11 Biddle: Mechanic to MLK Jr Dr							
FY 2021/2022	279,500	-	-	130,463	130,463	149,037	46.7%
12 Perrine-Burr							
FY 2021/2022	56,500	-	-	850	850	55,650	1.5%
<u>Recreation -Other Projects</u>							
13 Loomis Park Court Improvements	312,849	300,175	-	-	300,175	12,674	95.9%
14 Boo Center Improvements							
FY 2020/2021	305,000	244,782	-	1,200	245,982	59,018	80.6%
FY 2021/2022	535,980	-	-	75,180	75,180	460,800	14.0%
<u>Public Service</u>							
15 King Center Summer Youth Program (FY 2019/2020)	18,832	18,832	-	-	18,832	-	100.0%
16 Loomis Park Playground Program (FY 2019/2020)	2,881	2,881	-	-	2,881	-	100.0%
17 Kitchen Incubator Program (FY 2019/2020)	7,451	-	-	-	-	7,451	0.0%
<u>Demolition</u>							
18 Demolition							
FY 2019/2020	259,000	257,552	-	1,448	259,000	0	100.0%
FY 2020/2021	300,000	12,541	20,166	117,867	130,408	169,592	43.5%
FY 2021/2022	75,000	-	-	-	-	75,000	0.0%

City of Jackson
HOME
Monthly Financial Summary
For the Ten Months Ended April 30, 2022

	<u>Budgeted</u>	<u>Expended Prior Year</u>	<u>Actual Month-to-Date</u>	<u>Actual Year-to-Date</u>	<u>Total Funds Expended- to-Date</u>	<u>Balance</u>	<u>Percent Spent</u>
1 Rehabilitation Assistance Program							
FY 2018/2019	161,290	161,290	-	-	161,290	-	100.0%
FY 2019/2020	55,068	54,384	-	-	54,384	684	98.8%
2 HOME Administration			-				
FY 2017/2018	26,000	26,000	-	-	26,000	-	100.0%
FY 2018/2019	28,000	28,000	-	-	28,000	-	100.0%
FY 2019/2020	25,000	25,000	-	-	25,000	-	100.0%
FY 2020/2021	33,000	31,703	-	-	31,703	1,297	96.1%
FY 2021/2022	16,000	-	-	-	-	16,000	0.0%
3 CHDO Reservation							
FY 2017/2018	40,000	39,720	-	280	40,000	-	100.0%
FY 2018/2019	175,584	107,969	-	67,615	175,584	-	100.0%
FY 2019/2020	503,052	-	67,566	308,009	308,009	195,043	61.2%
FY 2020/2021	287,439	-	-	-	-	287,439	0.0%
FY 2021/2022	118,329	-	-	-	-	118,329	0.0%
4 CHDO Operating Expenses							
FY 2017/2018	14,000	2,110	-	11,890	14,000	-	100.0%
FY 2018/2019	18,000	-	-	14,355	14,355	3,645	79.8%
FY 2019/2020	18,000	-	-	-	-	18,000	0.0%
FY 2020/2021	16,800	-	-	-	-	16,800	0.0%
5 Partnership Park - Homebuyer Rehabilitation (CAA)							
FY 2021/2022	200,000	-	-	-	-	200,000	0.0%

City of Jackson
2020/8 CV Homeless Prevention
Monthly Financial Summary
For the Ten Months Ended April 30, 2022

	<u>Budgeted</u>	<u>Expended Prior Year</u>	<u>Actual Month-to-Date</u>	<u>Actual Year-to-Date</u>	<u>Total Funds Expended- to-Date</u>	<u>Balance</u>	<u>Percent Spent</u>
<u>Administration</u>							
1 CDBG-CV Admin City FY 2020/2021	60,000	6,687	1,284	3,952	10,639	49,361	17.7%
2 CDBG-CV Admin CAA FY 2020/2021	40,000	13,773	2,534	19,224	32,997	7,003	82.5%
<u>Homeless Prevention - Public Services</u>							
3 Eviction Prevention FY 2020/2021	120,000	120,000	-	-	120,000	-	100.0%
4 Foreclosure Prevention FY 2020/2021	160,000	37,934	700	3,178	41,112	118,888	25.7%
5 Water Shut-off Protection FY 2020/2021	246,020	12,265	1,390	22,224	34,489	211,531	14.0%



CITY COUNCIL MEETING MINUTES

May 10, 2022

CALL TO ORDER:

The Jackson City Council met in regular session in Council Chambers and was called to order at 6:31 p.m. by Mayor Daniel Mahoney.

PLEDGE OF ALLEGIANCE AND INVOCATION:

Council joined in the Pledge of Allegiance. Invocation was given by Third Ward Councilmember Angelita Gunn.

ROLL CALL:

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

Absent: none.

Also present: City Manager Jonathan Greene, City Attorney Matthew Hagerty, City Clerk Andrea Muray, Director of Public Works Mike Osborne, Director of Parks and Recreation Kelli Hoover, Chief Equity Officer John Willis, Director of Finance Phil Hones, City Engineer Jon Dowling, Director of Police and Fire Services Elmer Hitt, Director of Neighborhood and Economic Operations Shane LaPorte, and City Assessor Jason Yoakam.

ADOPTION OF AGENDA:

Motion was made by Councilmember Schlecte, seconded by Councilmember Forgrave to adopt the agenda. Vote - Yeas: Mayor Mahoney, Vice Mayor Robinson, Councilmembers Dancy, Gunn, Schlecte, Bunnell, and Forgrave (7). Nays: none. Motion carried.

PRESENTATIONS/PROCLAMATIONS:

Jackson County Sheriff Gary Schuette presented a jail proposal to Council.

PUBLIC HEARINGS:

Public Hearing – FY 2022-2023 Proposed Budget

Public hearing on the City’s fiscal year 2022-2023 proposed budget (Copy available on the City’s website).

Motion was made by Councilmember Forgrave, seconded by Councilmember Schlecte to open the public hearing. Vote - Yeas: Mayor Mahoney, Vice Mayor Robinson, Councilmembers Dancy, Gunn, Schlecte, Bunnell, and Forgrave (7). Nays: none. Motion carried.

Peter Bormuth asked a question regarding road repair funding.

No further comments being offered, a motion to close the public hearing was made by Councilmember Dancy, seconded by Councilmember Bunnell. Vote - Yeas: Mayor Mahoney, Vice Mayor Robinson, Councilmembers Dancy, Gunn, Schlecte, Bunnell, and Forgrave (7). Nays: none. Motion carried.

CITIZEN COMMENTS:

Citizen comments were heard and the meeting continued.

PETITIONS & COMMUNICATION FROM CITY STAFF AND OTHER GOVERNMENTAL ENTITIES:

A. Accept and place on file, the CDBG, HOME, and CDBG-CV Homeless Prevention Financial Summaries through March 31, 2022

Motion was made by Councilmember Schlecte, seconded by Vice Mayor Robinson to accept and place on file the CDBG, HOME, and CDBG-CV Homeless Prevention Financial Summaries through March 31, 2022. Vote - Yeas: Mayor Mahoney, Vice Mayor Robinson, Councilmembers Dancy, Gunn, Schlecte, Bunnell, and Forgrave (7). Nays: none. Motion carried.

CONSENT CALENDAR:

A. Minutes of the Regular Meeting of April 19, 2022

Approve the minutes of the regular City Council Meeting of April 19, 2022.

B. Minutes of the Special Meeting of April 20, 2022

Approve the minutes of the special City Council Meeting of April 20, 2022.

C. Informational - Ex-officio appointment to the Racial Equity Commission

Advise City Council of the appointment of Heather Truman as an ex-officio member of the Racial Equity Commission for a three-year term.

D. Appointment to Youth Council

Approve the Mayor's recommendation to appoint Zoe Zientek to fill a vacancy on the Youth Council for a term of three years, expiring on 5/31/25.

E. Appointment to Racial Equity Commission

Approve the Mayor's recommendation to appoint Katima Dickenson to fill a vacancy on the Racial Equity Commission for a term of three years, expiring on 12/31/24.

F. Resignation from the Historic District Commission

Accept with regret, the resignation of Chair Anton Raykovich from the Historic District Commission effective immediately, and thank him for his years of service to the City of Jackson.

G. Personnel Policy Amendments

Approve the amendments to the City of Jackson Personnel Policy for employees.

Motion was made by Councilmember Schlecte to approve the consent calendar with the removal of Item G for separate consideration. The motion was seconded by Councilmember Forgrave with the removal of Item A for separate consideration. Vote - Yeas: Mayor Mahoney, Vice Mayor Robinson, Councilmembers Dancy, Gunn, Schlecte, Bunnell, and Forgrave (7). Nays: none. Motion carried.

Motion was made by Councilmember Schlecte, seconded by Councilmember Forgrave to approve the minutes of the Regular Meeting of April 19, 2022. Councilmember Bunnell stated that she would be abstaining from the vote. Vote - Yeas: Mayor Mahoney, Vice Mayor Robinson, Councilmembers Dancy, Gunn, Schlecte, and Forgrave (6). Nays: none. Abstention: Councilmember Bunnell. Motion carried.

Motion was made by Councilmember Forgrave, seconded by Councilmember Bunnell to postpone the Personnel Policy Amendments to the May 24, 2022 regular meeting. Vote - Yeas: Mayor Mahoney, Vice Mayor Robinson, Councilmembers Dancy, Gunn, Schlecte, Bunnell, and Forgrave (7). Nays: none. Motion carried.

OTHER BUSINESS: none.

NEW BUSINESS:

A. Amendment 1 to the Engineering and Project Administration, East Pipe Gallery Improvements Contract

Recommendation: *Approve Amendment 1 to the Engineering and Project Administration, East Pipe Gallery Improvements Contract with Fishbeck of Lansing, MI, at a not-to-exceed cost of \$54,000 and authorization for the City Manager and Director of Public Works to sign the appropriate document.*

Motion was made by Councilmember Bunnell, seconded by Councilmember Schlecte to approve amendment 1 to the Engineering and Project Administration, East Pipe Gallery Improvements Contract. Vote - Yeas: Mayor Mahoney, Vice Mayor Robinson, Councilmembers Dancy, Gunn, Schlecte, Bunnell, and Forgrave (7). Nays: none. Motion carried.

B. Amendment 1 to the Engineering and Project Administration, Storm Pump Building Upgrades Contract

Recommendation: *Approve Amendment 1 to the Engineering and Project Administration, Storm Pump Building Upgrades Contract with Fishbeck of Lansing, MI, at a not-to-exceed cost of \$68,000 and authorization for the City Manager and Director of Public Works to sign the appropriate document.*

Motion was made by Councilmember Schlecte, seconded by Councilmember Bunnell to approve Amendment 1 to the Engineering and Project Administration Storm Pump Building Upgrades Contract. Vote - Yeas: Mayor Mahoney, Vice Mayor Robinson, Councilmembers Dancy, Gunn, Schlecte, Bunnell, and Forgrave (7). Nays: none. Motion carried.

C. Amendment 1 to the Engineering and Project Administration, Myrtle Street Lift Station Upgrades Contract

Recommendation: *Approve Amendment 1 to the Engineering and Project Administration, Myrtle Street Lift Station Upgrades Contract with Fishbeck of Lansing, MI, at a not-to-exceed cost of \$93,000, and authorization for the City Manager and Director of Public Works to sign the appropriate document.*

Motion was made by Councilmember Schlecte, seconded by Vice Mayor Robinson to approve Amendment 1 to the Engineering and Project Administration Myrtle Street Lift Station Upgrades Contract. Vote - Yeas: Mayor Mahoney, Vice Mayor Robinson, Councilmembers Dancy, Gunn, Schlecte, Bunnell, and Forgrave (7). Nays: none. Motion carried.

D. Changes to the Standard Lighting Contract for streetlights with Consumers Energy for the addition of 10 new streetlights

Recommendation: *Approve the Resolution for Changes to the Standard Lighting Contract for ten streetlights with Consumers Energy and authorize the Mayor and City Clerk to execute the appropriate documents.*

Motion was made by Councilmember Schlecte, seconded by Vice Mayor Robinson to approve changes to the Standard Lighting Contract for streetlights with Consumers Energy for the addition of 10 new streetlights. Vote - Yeas: Mayor Mahoney, Vice Mayor Robinson, Councilmembers Dancy, Gunn, Schlecte, Bunnell, and Forgrave (7). Nays: none. Motion carried.

E. Amendment 1 to the 21-001 Trail Lighting Engineering Contract

Recommendation: *Approval of Amendment 1 to the 21-001 Trail Lighting Engineering contract with Mannik Smith Group (MSG) of Okemos, MI, at a not-to-exceed cost of \$7,631.59, and authorization for the City manager and City Engineer to sign the appropriate document. .*

Motion was made by Councilmember Schlecte, seconded by Vice Mayor Robinson to approve Amendment 1 to the 21-001 Trail Lighting Engineering Contract. Vote - Yeas: Mayor Mahoney, Vice Mayor Robinson, Councilmembers Dancy, Gunn, Schlecte, Bunnell, and Forgrave (7). Nays: none. Motion carried.

F. Dismiss balance due/homeowner rehabilitation loan/740 N. Waterloo

Recommendation: *Request for forgiveness of rehabilitation loan at 740 N. Waterloo in the amount of \$10,039.50.*

Motion was made by Councilmember Forgrave, seconded by Councilmember Schlecte to dismiss the balance due homeowner rehabilitation loan at 740 N. Waterloo. Vote - Yeas: Mayor Mahoney, Vice Mayor Robinson, Councilmembers Dancy, Gunn, Schlecte, Bunnell, and Forgrave (7). Nays: none. Motion carried.

G. Department of Neighborhood and Economic Operations (NEO) Name Change

Recommendation: *Approve an ordinance renaming the City's existing Department of Neighborhood and Economic Operations to the "Community Development Department". This shall include all code sections that Department of Neighborhood and Economic Operations is referenced.*

Motion was made by Councilmember Dancy, seconded by Councilmember Schlecte to approve the Department of Neighborhood and Economic Operations (NEO) name change. Vote - Yeas: Mayor Mahoney, Vice Mayor Robinson, Councilmembers Dancy, Gunn, Schlecte, Bunnell, and Forgrave (7). Nays: none. Motion carried.

CITY COUNCILMEMBER'S COMMENTS:

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

MANAGER'S COMMENTS:

City Manager Jonathan Greene offered comments.

ADJOURNMENT:

No other business being offered, a motion to adjourn was made by Councilmember Dancy, seconded by Councilmember Forgrave. Vote was done by voice with all in favor. Mayor Mahoney adjourned the meeting at 7:51 p.m.

MEMO TO: Mayor and City Councilmembers

FROM: Jonathan Greene, City Manager

DATE: May 24, 2022

SUBJECT: **Engineer's Report for Street Reconstruction with Water Main
and Sanitary Sewer Replacement
Oakridge Drive – Glen Drive to Grovedale Avenue**

RECOMMENDATION:

Receive the Engineer's Report for street reconstruction with water main and sanitary sewer replacement on Oakridge Drive from Glen Drive to Grovedale Avenue and establish June 14, 2022 at the City Council meeting as the time and place to hold a public hearing of necessity.

Attached is a report from Jon Dowling, City Engineer regarding the project described above.

I recommend approval for receipt and establishment of the public hearing of necessity. Your consideration and concurrence is appreciated.

JG

DEPARTMENTAL REPORT

MEMO TO: Jonathan Greene, City Manager
FROM: Jon H. Dowling, P.E., City Engineer
DATE: May 24, 2022

RECOMMENDATION: Receive the Engineer's Report for street reconstruction with water main and sanitary sewer replacement on Oakridge Drive from Glen Drive to Grovedale Avenue and establish June 14, 2022 at the City Council meeting as the time and place to hold a public hearing of necessity.

SUMMARY

Engineering requests that City Council establish a public hearing of necessity to be held June 14, 2022 for street reconstruction and water main and sanitary sewer replacement on Oakridge Drive from Glen Drive to Grovedale Avenue. This report is prepared for City Council per the Assessment Policy regarding the necessity of street reconstruction.

BUDGETARY CONSIDERATIONS

Estimated project costs and funding are as follows:

Street Construction Assessments	\$ 60,000
Local Street Funds	\$ 90,670
Sanitary Sewer Funds	\$ 72,940
Water Funds	\$ 88,168
Total Project Cost	\$ 311,778

If, upon the conclusion of the Public Hearing of Necessity, City Council orders the project to proceed, Engineering will proceed with letting the project and obtaining competitive bids to determine the true cost of the project. A special assessment roll will then be prepared by the City Assessor to establish individual parcel assessments.

HISTORY, BACKGROUND and DISCUSSION

Engineering records show that the water main on Oakridge Drive was originally constructed in approximately 1961. The asphalt pavement and concrete curb and water was then constructed in 1971. The current condition of the pavement is very poor with extensive cracking, potholes and patching throughout. The attached photos show the current street conditions.

DISCUSSION OF THE ISSUE

Engineering proposes to replace the full depth of the pavement structure with a new gravel base and new hot mix asphalt. The antiquated water main will be replaced. The water main portion of this project is part of the water main replacement program to improve water quality and pressure in the neighborhood. Because the street and right-of-way are more narrow than typical, the sanitary sewer will be replaced and relocated to maintain the required separation from the new water main.

POSITIONS

I request receipt of the Engineer's Report for Oakridge Street reconstruction and water and sewer main replacement between Glen Drive and Grovedale Avenue and approval of the establishment of June 14, 2022 at the City Council meeting as the time and place to hold a public hearing of necessity.



Photo 1: Oakridge Drive from west of Grovedale facing west



Photo 2: Oakridge Drive from east of Glen Drive facing east

MEMO TO: Mayor and City Council Members
FROM: Jonathan Greene, City Manager
DATE: May 24, 2022
SUBJECT: Special Event Application for Paws in the Park

Recommendation:

Approve a request from the Cascades Humane Society to host the Paws in the Park on June 3-4, 2022 in Horace Blackman Park, Hayes Court, and the True Community Credit Union City Square.

Attached is a memo and supporting paperwork from Cory Mays regarding the Special Event Application for Paws in the Park.

I recommend approval of Paws in the Park. Your consideration and concurrence is appreciated.

JG

DEPARTMENTAL REPORT

MEMO TO: Jonathan Greene, City Manager

FROM: Cory L. Mays, Executive Director, DDA

DATE: May 24, 2022

RECOMMENDATION: Approve a request from the Cascades Humane Society to host the Paws in the Park on June 3-4, 2022 in Horace Blackman Park, Hayes Court, and the True Community Credit Union City Square.

.SUMMARY: A family-friendly fundraiser, including fun events and a 5k walk/run.

DEPARTMENTAL APPROVAL SUMMARY

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

<u>DEPARTMENT</u>	<u>APPROVAL</u>	<u>DENIAL</u>	<u>ECONOMIC IMPACT</u>
DDA	X		\$0.00
Engineering	X		\$0.00
Fire	X		\$0.00
Neighborhood & Economic Operations	X		\$0.00
Parks & Recreation	X		\$0.00
Police	X		\$0.00
<u>Public Works</u>	X		<u>\$0.00</u>
	<i>TOTAL</i>		<i>\$0.00</i>

CONDITIONS & CONSIDERATIONS

Electricity, police assistance

INSURANCE STATUS

Approved, pending receipt of the proper certificate of insurance

ATTACHMENTS: Special Event Application: Paws in the Park



City of Jackson Downtown Development Authority
 161 W Michigan Ave, Jackson Michigan, MI 49201
 Contact for questions at 517-768-6410 or cmays@cityofjackson.org

SPECIAL EVENT APPLICATION

Application must be submitted 60 days PRIOR to event

Application Attachments

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

Make checks payable to "Downtown Development Authority"

Special Event Application Policy

Additional charges may occur if policies are broken.

- The applicant or representative of any business, group, or organization that seeks approval to conduct a special event must be 21 years of age or older.
- No ground stakes are allowed on City property. Tents and inflatables must be weighted down.
- Glitter and confetti are prohibited at all events.
- No plugging into outlets without prior approval.
- For events utilizing street space, all fixtures (tents, vehicles, trucks, etc.) must be placed near the curbs to allow for emergency vehicle access.
- No alcoholic beverages allowed unless proper paperwork is provided along with City Council approval. Alcoholic beverages must be consumed within the area in which they are served. No containers, open or closed, may leave the event area unless approval is granted.
- Only a removable medium, such as chalk and/or tape, can be used to mark event area or routes. No paint of any kind is permitted. Tape must be removed once event is over.

Applicant Information

Sponsoring Organization Legal Name: CASCADES HUMANE SOCIETY	
Address: 155 CARMEN DR. JACKSON MI 49202	Phone: (517) 787-7387
Tax ID#:	Website: www.chspets.org
Contact Name: HEATHER LESZCZYNSKI	Phone: 517-787-7387 ext. 111 Email: hleszczynski@chspets.org
Contact Name:	Phone: Email:
Contact Name During Event: same	Phone: ()

Event Information

Event Name:				
Event Date(s):	Event Set up Time:	Event Start Time:	Event End Time:	Event Tear Down Time:
June 3 + 4	3rd: 4pm 4th: 8am	3rd: 10am 4th: 10am	3rd: 8pm 4th: 3pm	4th: 5pm

City Resources Requests

Not all resources may be available at your requested site.

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

Electrical Power: Indicate electrical requirements: Common Signs, amplification, Popcorn Cotton candy
 Amount of electrical wattage needed: 50amps - 20 110V-van Amount of plug ins: 5-10 machine
 Locations of where plugs are needed: Food truck 110-van
****All electrical lines MUST be covered to limit tripping hazards. ****
line up

Water Needs: Indicate water requirements: Dunk tank
 Amount of water needed: 100 gal Locations of where water is needed: Gradient using the hydrant at HB Park

Food/Vendors: Indicate vendors requirements:
 Amount of electrical wattage needed: _____ Amount of plug ins: _____
 Locations of where plugs are needed: _____ Number of vendors: _____

Alcohol Sales: (If yes attach liquor license and liquor liability insurance)
 Start Time: _____ End Time: _____

Amusement or Carnival Rides: If yes indicate electrical requirements:
 Amount of electrical wattage needed: _____ Amount of plug ins: _____
 Locations of where plugs are needed: _____

Fireworks: If yes indicate electrical requirements:
 Amount of electrical wattage needed: _____ Amount of plug ins: _____
 Locations of where plugs are needed: _____

Traffic Cones Mobile Stage (please circle 15-foot or 25-foot version)
 Other: _____

Insurance

Please request the following documentation from your insurance carrier.

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

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

Event Map Details of all event activities MUST be included.

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

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

Special Event Application

Certification & Signature

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

Signature: *Kathleen [unclear]*

Date: April 13, 2022

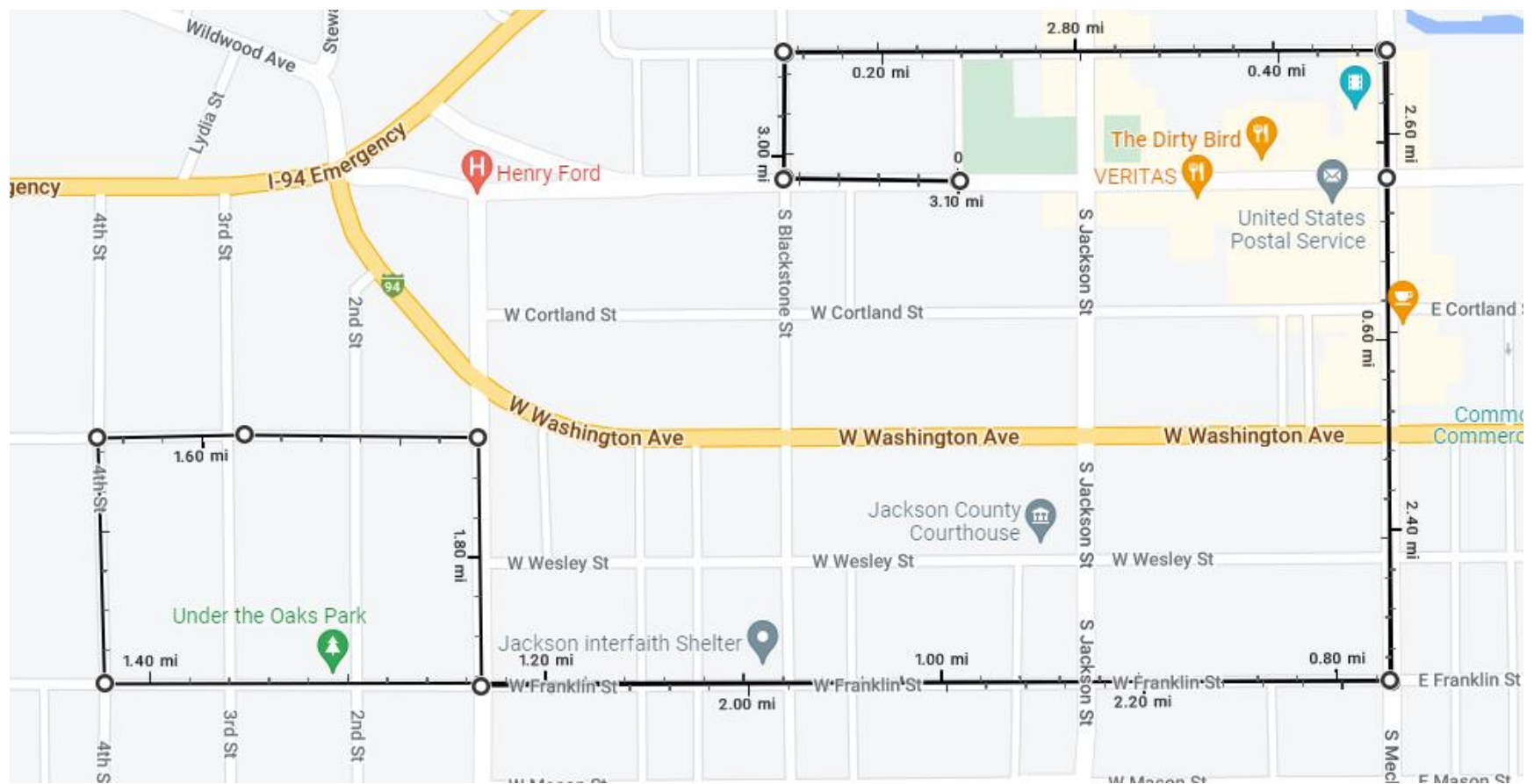
Office Use ONLY	
Application Received:	
Date:	<i>5/1/22</i>
Time:	<i>@ 2pm</i>
By:	
Application Fee Received:	<i>✓ \$50</i>

Application Requirements
Application MUST be submitted 60 days PRIOR to event ***NO EXCEPTIONS***
Application MUST be submitted along with all required attachments to: City of Jackson Downtown Development Authority Office 161 W Michigan Ave, 5 th Floor Jackson Michigan, MI 49201 or cmays@cityofjackson.org (517) 768-6410
Prohibited Items
<i>Additional fees may apply if policies are not followed</i>
No ground stakes No confetti or glitter No use of outlets without prior approval



Description of the event:

Paws in the Park is our annual dog and family-friendly fundraiser on Saturday, June 4th downtown Jackson at Horace Blackman Park. You can choose to run or walk our 5k, do the 1-mile Woof Walk, or your kids can run the new Doggie Dash. New this year we have The Canine Stars Stunt Dog Show. They will be performing on Friday night as well as on Saturday. These professional dog trainers and their rescued pooches are talented and fun to watch. They perform all over the world and have even been on America's Got Talent. Paws in the Park would not be complete without food available from the Jackson Breakfast Rotary, vendors, and both kid and dog activities and games. Lastly, Paws in the Park will have a low cost vaccine clinic, taking clients on a walk-in basis. For more information, go to www.chspets.org.





WOOF WALK

Start/Finish

Steve's Ranch Takeout

Antique store

Stone Complete Auto Care Tire shop

Jackson District Library - Carnegie Library

The D

W Pearl St

W Michigan Ave

Flagstar Bank Warehouse Lending

American Title

VERITAS Takeout

S Blackstone St

W Cortland St

W Cortland St

Mat's

Espresso Delivery

Birmingham Cosmetic Surgery | Dr. Rifai

County National

W Washington Ave

Schafer Dry Clean

Jackson County Courthouse

310

W Wesley St

W Wesley St

JSG Monitoring

Dove, Hickey & Bosw

son interfaith Shelter

Acro Legal Copy Services

W Franklin St

W Franklin St

Dungan &

MEMO TO: Mayor and City Council Members
FROM: Jonathan Greene, City Manager
DATE: May 24, 2022
SUBJECT: Special Event Application for the Palmer/Mello Wedding

Recommendation:

Approve a request from Megan Mello & Shawn Palmer to host their wedding on June 4, 2022 in downtown Jackson.

Attached is a memo and supporting paperwork from Cory Mays regarding the Special Event Application for the Palmer/Mello Wedding.

I recommend approval of the Palmer/Mello Wedding. Your consideration and concurrence is appreciated.

JG

DEPARTMENTAL REPORT

MEMO TO: Jonathan Greene, City Manager

FROM: Cory L. Mays, Executive Director, DDA

DATE: May 24, 2022

RECOMMENDATION: Approve a request from Megan Mello & Shawn Palmer to host their wedding on June 4, 2022 in downtown Jackson.

SUMMARY: An outdoor wedding ceremony

DEPARTMENTAL APPROVAL SUMMARY

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

<u>DEPARTMENT</u>	<u>APPROVAL</u>	<u>DENIAL</u>	<u>ECONOMIC IMPACT</u>
DDA	X		\$0.00
Engineering	X		\$0.00
Fire	X		\$0.00
Neighborhood & Economic Operations	X		\$0.00
Parks & Recreation	X		\$0.00
Police	X		\$0.00
<u>Public Works</u>	X		<u>\$100.00</u>
	<i>TOTAL</i>		<i>\$100.00</i>

CONDITIONS & CONSIDERATIONS

Parking space closures

INSURANCE STATUS

Approved, pending receipt of signed/notarized Hold Harmless Agreement

ATTACHMENTS: Special Event Application: Palmer/Mello Wedding

Event Information

Event Name: Palmer Wedding

Event Date(s):	Event Set up Time:	Event Start Time:	Event End Time:	Event Tear Down Time:
6/4/2022	10:00 am	3:00 pm	4:00 pm	4:00 pm

Has this event occurred before? Yes, (if yes, how many previous years? _____) No Do you expect this event to occur again next year? No What is the expected attendance for this event? 110

Type of Event (please check all that apply)

Walk/Run Festival March/Parade Other: Wedding

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

- | | |
|---|---|
| <input type="checkbox"/> Horace Blackman Park | <input type="checkbox"/> GrandRiver Farmers Market Pavilion |
| <input type="checkbox"/> Bucky Harris Park | <input type="checkbox"/> CP Federal City Square (Stage) |
| <input type="checkbox"/> Ella Sharp Park (requires Ella Sharp Board approval) | <input type="checkbox"/> MLK Equality Trail |

Other

Location: parallel parking spaces on south side of Cortland St (closest cross street Mechanic)

Streets: Cortland and Mechanic

Other

Park: _____

Brief description of Event

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

Megan Mello and Sean Palmer are getting married in front of the David Rice 2019 Bright Walls mural. They have gotten permission to use the private parking lot for the ceremony, but wish to have the city owned parallel parking spots alongside the lot blocked for their use. They also wish to borrow an additional road block sign and a couple extra no parking signs to help block off the parking lot in advance. No street closures will be necessary.

Street Closure— Please indicate all street closures on your map.

Street Name: _____ Cross Streets _____
_____ Closure Start Date: _____ Time: _____ Closure
End Date: _____ Time: _____ Street Name: _____ Cross
Streets _____ Closure Start Date: _____ Time: _____
Closure End Date: _____ Time: _____ Street Name: _____
Cross Streets _____ Closure Start Date: _____
Time: _____ Closure End Date: _____ Time: _____ Street
Name: _____ Cross Streets _____
Closure Start Date: _____ Time: _____ Closure End Date: _____
Time: _____ Street Name: _____ Cross Streets _____
_____ Closure Start Date: _____ Time: _____ Closure
End Date: _____ Time: _____ Street Name: _____ Cross
Streets _____ Closure Start Date: _____ Time: _____
Closure End Date: _____ Time: _____

City Resources Requests

Not all resources may be available at your requested site.

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

- 3 no parking signs setup in the parallel parking spots.
- 5 no parking signs for the lot.
- One orange road block sign blocking the entrance to the lot.

Electrical Power: Indicate electrical

requirements: _____ Amount of electrical wattage
 needed: _____ Amount of plug ins: _____ Locations of where plugs are
 needed: _____ ****All electrical lines**

MUST be covered to limit tripping hazards. **

Water Needs: Indicate water

requirements: _____ Amount of water
 needed: _____ Locations of where water is needed: _____

Food/Vendors: Indicate vendors

requirements: _____ Amount of electrical wattage
 needed: _____ Amount of plug ins: _____ Locations of where plugs are
 needed: _____ Number of vendors: _____

Alcohol Sales: (If yes attach liquor license and liquor liability insurance)

Start Time: _____ End Time: _____

Amusement or Carnival Rides: If yes indicate electrical

requirements: _____ Amount of electrical wattage
 needed: _____ Amount of plug ins: _____ Locations of where plugs are
 needed: _____

Fireworks: If yes indicate electrical

requirements: _____ Amount of electrical wattage
 needed: _____ Amount of plug ins: _____ Locations of where plugs are
 needed: _____

Traffic Cones Mobile Stage (*please circle 15-foot or 25-foot version*)

Other: _____

Insurance

Please request the following documentation from your insurance carrier.

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

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


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

<input type="checkbox"/> Route Plan <input type="checkbox"/> Vendor Locations <input type="checkbox"/> Tent Locations <input type="checkbox"/> Assembly Locations	<input type="checkbox"/> Emergency Vehicle Access <input type="checkbox"/> Dispersal Locations <input type="checkbox"/> Trash Receptacles <input type="checkbox"/> Requested Street Closures	<input type="checkbox"/> Restroom Locations <input type="checkbox"/> Tables <input checked="" type="checkbox"/> Requested Reserved Parking <input type="checkbox"/> Electrical Wires & Outlets
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*If these details change, a revised map must be provided seven days prior to event.
Revised maps cannot include any additional street use, reserved parking, or additional space reservations.*

Certification & Signature

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

Signature: 

Date: 4/19/2022

Office Use ONLY

Application Received:

Date:

Time:

By:

Application Fee Received:

Application MUST be submitted 60 days PRIOR to event *****NO EXCEPTIONS*****

Application MUST be submitted along with all required attachments to:
City of Jackson Downtown Development Authority Office
161 W Michigan Ave, 5th Floor
Jackson Michigan, MI 49201 or
cmays@cityofjackson.org (517) 768-6410

Prohibited Items

Additional fees may apply if policies are not followed

- No ground stakes
- No confetti or glitter
- No use of outlets without prior approval

Application Requirements



161 W. Michigan Avenue Jackson, MI 49201 – (517) 768-6410 – cmays@cityofjackson.org

Covid-19 Contingency Plan

In response to the current Covid-19 pandemic, and in consideration of any current/pending Executive Orders, federal/state/local guidelines, or other world health organization or other community health agency recommendations, please provide a Covid-19 contingency plan with your completed Special Event Application. Responses to the following questions are required, and we encourage you to submit additional documentation outlining your plan should you feel a more detailed plan is necessary.

Please provide a description of any necessary safety measures (both for attendees and event organizers) you plan to enact:

Outdoor event with hand sanitizer and optional masks

Please provide an outline of your procedures for handling sick attendees and volunteers, and a description of your chain of command for notifying interested parties regarding possible infection:

As a private event there are no formal procedures in place.

Please provide an explanation of your plans to strictly adhere to any current executive orders or other federal/state/local guidelines:

There are currently no executive orders or other federal/state/local guidelines limiting this personal event, should that change we will adhere to that guidance.



MEMO TO: Mayor and City Council Members
FROM: Jonathan Greene, City Manager
DATE: May 24, 2022
SUBJECT: Special Event Application for the Jackson County Rose Parade

Recommendation:

Approve a request from the Jackson County Rose Festival to host the Jackson County Rose Parade on June 5, 2022 in Horace Blackman Park and on the streets of downtown Jackson.

Attached is a memo and supporting paperwork from Cory Mays regarding the Special Event Application for the Jackson County Rose Parade.

I recommend approval of the Jackson County Rose Parade. Your consideration and concurrence is appreciated.

JG

DEPARTMENTAL REPORT

MEMO TO: Jonathan Greene, City Manager

FROM: Cory L. Mays, Executive Director, DDA

DATE: May 24, 2022

RECOMMENDATION: Approve a request from the Jackson County Rose Festival to host the Jackson County Rose Parade on June 5, 2022 in Horace Blackman Park and on the streets of downtown Jackson.

.SUMMARY: A Jackson tradition, with a new location in downtown Jackson.

DEPARTMENTAL APPROVAL SUMMARY

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

<u>DEPARTMENT</u>	<u>APPROVAL</u>	<u>DENIAL</u>	<u>ECONOMIC IMPACT</u>
DDA	X		\$0.00
Engineering	X		\$0.00
Fire	X		\$0.00
Neighborhood & Economic Operations	X		\$0.00
Parks & Recreation	X		\$0.00
Police	X		\$800.00
<u>Public Works</u>	<u>X</u>		<u>\$1,500.00</u>
	<i>TOTAL</i>		<i>\$2,300.00</i>

CONDITIONS & CONSIDERATIONS

Road Closures, electricity, no parking barricades, police assistance

INSURANCE STATUS

Approved, pending receipt of the proper certificate of insurance

ATTACHMENTS: Special Event Application: Jackson County Rose Parade



City of Jackson Downtown Development Authority
 161 W Michigan Ave, Jackson Michigan, MI 49201
 Contact for questions at 517-768-6410 or cmays@cityofjackson.org

SPECIAL EVENT APPLICATION

Application must be submitted 60 days PRIOR to event

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

Make checks payable to "Downtown Development Authority"

Special Event Application Policy

Additional charges may occur if policies are broken.

1. The applicant or representative of any business, group, or organization that seeks approval to conduct a special event must be 21 years of age or older.
2. No ground stakes are allowed on City property. Tents and inflatables must be weighted down.
3. Glitter and confetti are prohibited at all events.
4. No plugging into outlets without prior approval.
5. For events utilizing street space, all fixtures (tents, vehicles, trucks, etc.) must be placed near the curbs to allow for emergency vehicle access.
6. No alcoholic beverages allowed unless proper paperwork is provided along with City Council approval. Alcoholic beverages must be consumed within the area in which they are served. No containers, open or closed, may leave the event area unless approval is granted.
7. Only a removable medium, such as chalk and/or tape, can be used to mark event area or routes. No paint of any kind is permitted. Tape must be removed once event is over.

Applicant Information			
Sponsoring Organization Legal Name: Jackson County Rose Festival			
Address: 218 Westlawn Parma MI 49269		Phone: (517) 474-0093	
Tax ID#:	Website:		
Contact Name: Jim Francis	Phone: 517-474-0093	Email: Jamesfrancis3666@yahoo.com	
Contact Name:	Phone:	Email:	
Contact Name During Event: Jim Francis	Phone: (517) 474-0093		

Event Information				
Event Name: Jackson county Rose Parade & All out mile Run				
Event Date(s):	Event Set up Time:	Event Start Time:	Event End Time:	Event Tear Down Time:
June 5 2022	9:00am 10am	1:00pm Parade 12:00noon Run	3:00pm "	5:00pm "

Has this event occurred before? Yes, (if yes, how many previous years?) 63 No

Do you expect this event to occur again next year? yes What is the expected attendance for this event? 5,000

Type of Event (please check all that apply)

Walk/Run Festival March/Parade Other: _____

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

- Horace Blackman Park
- GrandRiver Farmers Market Pavilion
- Bucky Harris Park
- CP Federal City Square (Stage)
- Ella Sharp Park (requires Ella Sharp Board approval)
- MLK Equality Trail
- Other Location: _____
- Streets: Cortland Street, Michigan Ave - See Attached map
- Other Park: _____

Brief description of Event

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

Annual Rosa Parade / 1st Annual All out mile Run

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

Street Name: <u>2nd Street</u>	Cross Streets <u>Michigan Ave to Cortland</u>
Closure Start Date: <u>6/5/22</u> Time: <u>10am</u>	Closure End Date: <u>6/5/22</u> Time: <u>3pm</u>
Street Name: <u>N 1/2 S Blackston</u>	Cross Streets <u>Cortland Cortland & Pearl Street</u>
Closure Start Date: <u>6/5/22</u> Time: <u>10am</u>	Closure End Date: <u>6/5/22</u> Time: <u>3pm</u>
Street Name: <u>S 1/2 N Jackson</u>	Cross Streets <u>Cortland & Pearl Street</u>
Closure Start Date: <u>6/5/22</u> Time: <u>10am</u>	Closure End Date: <u>Cortland 6/5/22</u> Time: <u>3pm</u>
Street Name: <u>S 1/2 N Mechanic</u>	Cross Streets <u>Cortland & Pearl Street</u>
Closure Start Date: <u>6/5/22</u> Time: <u>10am</u>	Closure End Date: <u>6/5/22</u> Time: <u>3pm</u>
Street Name: <u>Cortland Cortland</u>	Cross Streets <u>Mechanic & Washington (W)</u>
Closure Start Date: _____ Time: _____	Closure End Date: _____ Time: _____
Street Name: _____	Cross Streets _____
Closure Start Date: _____ Time: _____	Closure End Date: _____ Time: _____

SEE Attached map

City Resources Requests

Not all resources may be available at your requested site.

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

Electrical Power: Indicate electrical requirements: _____
 Amount of electrical wattage needed: _____ Amount of plug ins: _____
 Locations of where plugs are needed: _____
****All electrical lines MUST be covered to limit tripping hazards. ****

Water Needs: Indicate water requirements: _____
 Amount of water needed: _____ Locations of where water is needed: _____

Food/Vendors: Indicate vendors requirements: NOTHING
 Amount of electrical wattage needed: / Amount of plug ins: /
 Locations of where plugs are needed: / Number of vendors: /

Alcohol Sales: (If yes attach liquor license and liquor liability insurance)
 Start Time: _____ End Time: _____

Amusement or Carnival Rides: If yes indicate electrical requirements: _____
 Amount of electrical wattage needed: _____ Amount of plug ins: _____
 Locations of where plugs are needed: _____

Fireworks: If yes indicate electrical requirements: _____
 Amount of electrical wattage needed: _____ Amount of plug ins: _____
 Locations of where plugs are needed: _____

Traffic Cones Mobile Stage (please circle 15-foot or 25-foot version)
 Other: would like vehicles to block off X's on map

Insurance

Please request the following documentation from your insurance carrier.

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

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

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

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

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

Special Event Application

Certification & Signature

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

Signature: _____

Janice

Date: _____

2/23/21

Office Use ONLY

Application Received:

Date:

4/21/22

Time:

2pm

By:

✓ \$50

Application Fee Received: _____

Application Requirements

Application MUST be submitted 60 days PRIOR to event
*****NO EXCEPTIONS*****

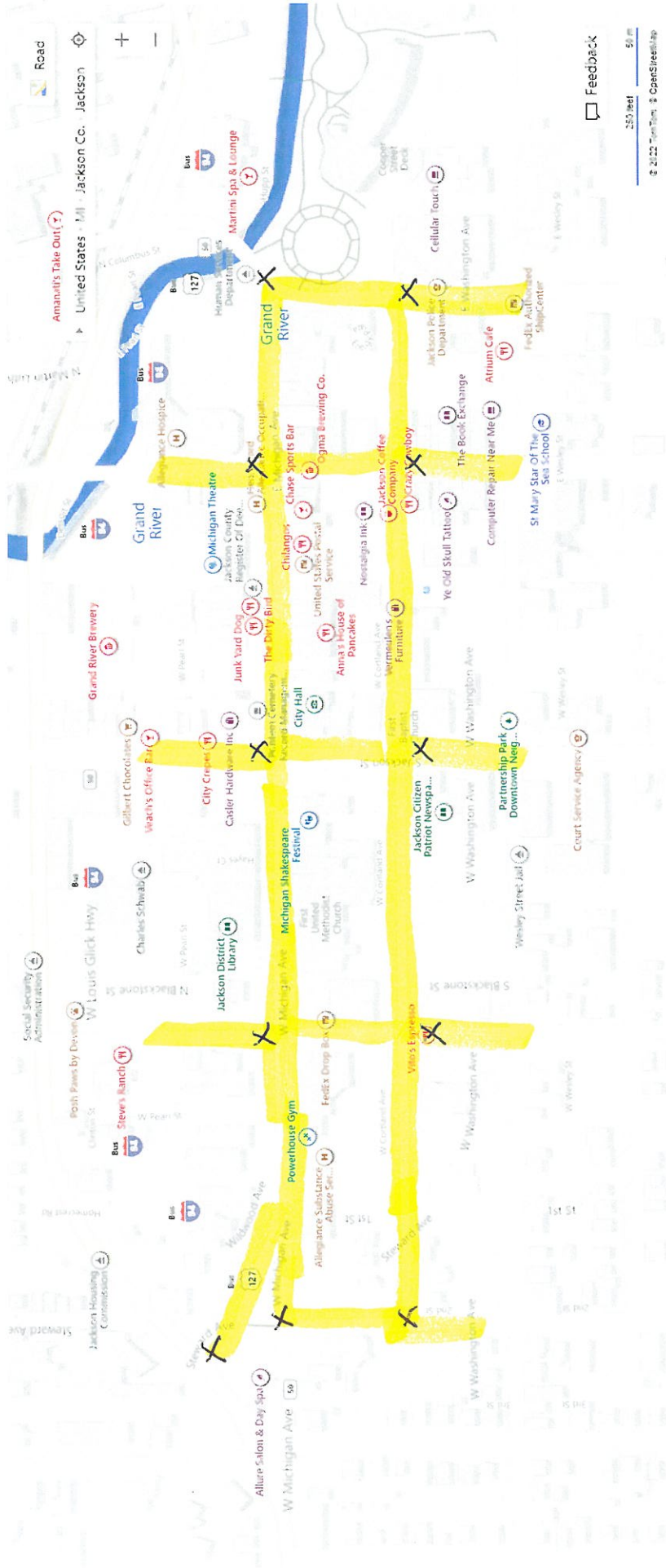
Application MUST be submitted along with all required attachments to:

City of Jackson Downtown Development Authority
Office
161 W Michigan Ave, 5th Floor
Jackson Michigan, MI 49201 or cmays@cityofjackson.org
(517) 768-6410


Prohibited Items

Additional fees may apply if policies are not followed

No ground stakes
No confetti or glitter
No use of outlets without prior approval



X indicate Road Block
 Highlighted is a NO traffic street



THE
ROARING 20S
ROSE PARADE



DATE: JUNE 5TH

TIME: 1PM

LOCATION: DOWNTOWN JACKSON

STARTS AT BLACKSTONE STREET AND CONCLUDES
AT ONE ENERGY PLAZA

TO JOIN THE PARADE GO TO
WWW.JACKSONROSEFESTIVAL.ORG



PRESENTED BY:

art moehn

CHEVROLET 

and your Michigan Chevy Team



MEMO TO: Mayor and City Council Members
FROM: Jonathan Greene, City Manager
DATE: May 24, 2022
SUBJECT: Special Event Application for the Everyheart Night of Worship

Recommendation:

Approve a request from the Everyheart Movement to host the Everyheart Night of Worship on June 10, 2022 in Horace Blackman Park and the True Community Credit Union City Square.

Attached is a memo and supporting paperwork from Cory Mays regarding the Special Event Application for the Everyheart Night of Worship.

I recommend approval of the Everyheart Night of Worship. Your consideration and concurrence is appreciated.

JG

DEPARTMENTAL REPORT

MEMO TO: Jonathan Greene, City Manager

FROM: Cory L. Mays, Executive Director, DDA

DATE: May 24, 2022

RECOMMENDATION: Approve a request from the Everyheart Movement to host the Everyheart Night of Worship on June 10, 2022 in Horace Blackman Park and the True Community Credit Union City Square.

.SUMMARY: An event welcoming everyone with music and encouraging messages. Free and open to the public.

DEPARTMENTAL APPROVAL SUMMARY

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

<u>DEPARTMENT</u>	<u>APPROVAL</u>	<u>DENIAL</u>	<u>ECONOMIC IMPACT</u>
DDA	X		\$0.00
Engineering	X		\$0.00
Fire	X		\$0.00
Neighborhood & Economic Operations	X		\$0.00
Parks & Recreation	X		\$0.00
Police	X		\$0.00
Public Works	X		\$0.00
	<i>TOTAL</i>		<i>\$0.00</i>

CONDITIONS & CONSIDERATIONS

Electricity

INSURANCE STATUS

Current and on-file with the office of the City Attorney

ATTACHMENTS: Special Event Application: Everyheart Night of Worship



City of Jackson Downtown Development Authority
 161 W Michigan Ave, Jackson Michigan, MI 49201
 Contact for questions at 517-768-6410 or cmays@cityofjackson.org

SPECIAL EVENT APPLICATION

Application must be submitted 60 days PRIOR to event

Application Attachments

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

Make checks payable to “Downtown Development Authority”

Text

Special Event Application Policy

Additional charges may occur if policies are broken.

- The applicant or representative of any business, group, or organization that seeks approval to conduct a special event must be 21 years of age or older.
- No ground stakes are allowed on City property. Tents and inflatables must be weighted down.
- Glitter and confetti are prohibited at all events.
- No plugging into outlets without prior approval.
- For events utilizing street space, all fixtures (tents, vehicles, trucks, etc.) must be placed near the curbs to allow for emergency vehicle access.
- No alcoholic beverages allowed unless proper paperwork is provided along with City Council approval. Alcoholic beverages must be consumed within the area in which they are served. No containers, open or closed, may leave the event area unless approval is granted.
- Only a removable medium, such as chalk and/or tape, can be used to mark event area or routes. No paint of any kind is permitted. Tape must be removed once event is over.

Applicant Information

Sponsoring Organization Legal Name: EveryHeart Movement	
Address: 1670 Ball Ave. NE Grand Rapids MI, 49525	Phone: (517)581 0897
Tax ID#: 821420706	Website: www.everyheartmovement.com
Contact Name: Jonah Engle	Phone: 517 581 0897 Email: jonahrengle@gmail.com
Contact Name:	Phone: Email:
Contact Name During Event: Jonah Engle	Phone: (517)581 0897

Event Information

Event Name:				
Event Date(s):	Event Set up Time:	Event Start Time:	Event End Time:	Event Tear Down Time:
June 10th, 2022	5pm	7pm	9pm	10pm

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

Do you expect this event to occur again next year? Yes What is the expected attendance for this event? 200

Type of Event (please check all that apply)

Walk/Run Festival March/Parade Other: Concert/Live Music

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

- | | |
|---|--|
| <input type="checkbox"/> Horace Blackman Park | <input type="checkbox"/> GrandRiver Farmers Market Pavilion |
| <input type="checkbox"/> Bucky Harris Park | <input checked="" type="checkbox"/> CP Federal City Square (Stage) |
| <input type="checkbox"/> Ella Sharp Park (requires Ella Sharp Board approval) | <input type="checkbox"/> MLK Equality Trail |
| <input type="checkbox"/> Other Location: _____ | |
| <input type="checkbox"/> Streets: _____ | |
| <input type="checkbox"/> Other Park: _____ | |

Brief description of Event

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

This is an event open to anyone and everyone! A night to gather in the city of Jackson and enjoy live music and encouraging messages. This is a free and public event and the only real thing needed to make this event happen in electrical outlets for live music and PA system set-up.

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

Street Name: _____	Cross Streets _____
Closure Start Date: _____ Time: _____	Closure End Date: _____ Time: _____
Street Name: _____	Cross Streets _____
Closure Start Date: _____ Time: _____	Closure End Date: _____ Time: _____
Street Name: _____	Cross Streets _____
Closure Start Date: _____ Time: _____	Closure End Date: _____ Time: _____
Street Name: _____	Cross Streets _____
Closure Start Date: _____ Time: _____	Closure End Date: _____ Time: _____
Street Name: _____	Cross Streets _____
Closure Start Date: _____ Time: _____	Closure End Date: _____ Time: _____

City Resources Requests

Not all resources may be available at your requested site.

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

Electrical Power: Indicate electrical requirements: _____ The normal 120 outlets on the bandshell
 Amount of electrical wattage needed: _____ Amount of plug ins: _____ 3
 Locations of where plugs are needed: _____
****All electrical lines MUST be covered to limit tripping hazards. ****

Water Needs: Indicate water requirements: _____
 Amount of water needed: _____ Locations of where water is needed: _____

Food/Vendors: Indicate vendors requirements: _____
 Amount of electrical wattage needed: _____ Amount of plug ins: _____
 Locations of where plugs are needed: _____ Number of vendors: _____

Alcohol Sales: (If yes attach liquor license and liquor liability insurance)
 Start Time: _____ End Time: _____

Amusement or Carnival Rides: If yes indicate electrical requirements: _____
 Amount of electrical wattage needed: _____ Amount of plug ins: _____
 Locations of where plugs are needed: _____

Fireworks: If yes indicate electrical requirements: _____
 Amount of electrical wattage needed: _____ Amount of plug ins: _____
 Locations of where plugs are needed: _____

Traffic Cones Mobile Stage (please circle **15-foot** or **25-foot** version)
 Other: _____

Insurance

Please request the following documentation from your insurance carrier.

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

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

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

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

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

Special Event Application

Certification & Signature

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

Signature: _____

Date: 04/08/22

Office Use ONLY

Application Received:

Date:

Time:

By:

Application Fee Received:

Application Requirements

Application **MUST** be submitted 60 days **PRIOR** to event
*****NO EXCEPTIONS*****

Application **MUST** be submitted along with all required attachments to:

City of Jackson Downtown Development Authority
Office

161 W Michigan Ave, 5th Floor
Jackson Michigan, MI 49201 or cmays@cityofjackson.org
(517) 768-6410

Prohibited Items

Additional fees may apply if policies are not followed

No ground stakes
No confetti or glitter
No use of outlets without prior approval



2D

Band Set-Up

Hayes Ct

PEOPLE WELCOME TO
GATHER AND
PARTICIPATE
HERE



CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)

4/29/2022

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must have ADDITIONAL INSURED provisions or be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

Table with 2 main columns: PRODUCER (Church Asset Management) and CONTACT INFORMATION (ckessler@lcam.com). Includes sub-sections for INSURER(S) AFFORDING COVERAGE (GuideOne Elite Insurance Company) and INSURED (Center for Innovative and Urban Ministries aka Mission Igniter).

COVERAGES CERTIFICATE NUMBER: REVISION NUMBER:

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

Main table with columns: INSR LTR, TYPE OF INSURANCE, ADDL INSD, SUBR WVD, POLICY NUMBER, POLICY EFF (MM/DD/YYYY), POLICY EXP (MM/DD/YYYY), LIMITS. Includes rows for Commercial General Liability, Automobile Liability, Umbrella Liab, Excess Liab, and Workers Compensation.

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required) RE: EveryHeart worship gathering located at True Community City Square on June 10th, 2022.

Certificate Holder is shown as Additional Insured regarding the above event.

Table with 2 columns: CERTIFICATE HOLDER (City of Jackson) and CANCELLATION (Should any of the above described policies be cancelled before the expiration date thereof, notice will be delivered in accordance with the policy provisions. Includes signature of Keith W. Mueller).

MEMO TO: Mayor and City Council Members
FROM: Jonathan Greene, City Manager
DATE: May 24, 2022
SUBJECT: Special Event Application for the Prison City Breakout

Recommendation:

Approve a request from Matthew Ancile to host the Prison City Breakout on June 11, 2022 at Nixon Skate Park.

Attached is a memo and supporting paperwork from Cory Mays regarding the Special Event Application for the Prison City Breakout.

I recommend approval of the Prison City Breakout. Your consideration and concurrence is appreciated.

JG

DEPARTMENTAL REPORT

MEMO TO: Jonathan Greene, City Manager

FROM: Cory L. Mays, Executive Director, DDA

DATE: May 24, 2022

RECOMMENDATION: Approve a request from Matthew Ancile to host the Prison City Breakout on June 11, 2022 at Nixon Skate Park.

SUMMARY: An all-ages event celebrating music and skateboarding.

DEPARTMENTAL APPROVAL SUMMARY

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

<u>DEPARTMENT</u>	<u>APPROVAL</u>	<u>DENIAL</u>	<u>ECONOMIC IMPACT</u>
DDA	X		\$0.00
Engineering	X		\$0.00
Fire	X		\$0.00
Neighborhood & Economic Operations	X		\$0.00
Parks & Recreation	X		\$0.00
Police	X		\$0.00
<u>Public Works</u>	X		\$0.00
	<i>TOTAL</i>		<i>\$0.00</i>

CONDITIONS & CONSIDERATIONS

Electricity

INSURANCE STATUS

Approved, pending receipt of certificate of insurance

ATTACHMENTS: Special Event Application: Prison City Breakout



City of Jackson Downtown Development Authority
 161 W Michigan Ave, Jackson Michigan, MI 49201
 Contact for questions at 517-768-6410 or cmays@cityofjackson.org

SPECIAL EVENT APPLICATION

Application must be submitted 60 days PRIOR to event

Application Attachments

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

Make checks payable to "Downtown Development Authority"

Special Event Application Policy

Additional charges may occur if policies are broken.

- The applicant or representative of any business, group, or organization that seeks approval to conduct a special event must be 21 years of age or older.
- No ground stakes are allowed on City property. Tents and inflatables must be waited down.
- Glitter and confetti are prohibited at all events.
- No plugging into outlets without prior approval.
- For events utilizing street space, all fixtures (tents, vehicles, trucks, etc.) must be placed near the curbs to allow for emergency vehicle access.
- No alcoholic beverages allowed unless proper paperwork is provided along with City Council approval. Alcoholic beverages must be consumed within the area in which they are served. No containers, open or closed, may leave the event area unless approval is granted.
- Only a removable medium, such as chalk and/or tape, can be used to mark event area or routes. No paint of any kind is permitted. Tape must be removed once event is over.

Applicant Information

Sponsoring Organization Legal Name: PRISON CITY BREAKOUT	
Address: 806 W. MICHIGAN AVE APT 305W	Phone: (312) 678-3883
Tax ID#:	Website:
Contact Name: Matthew Ancrile	Phone: (312) 678-3883 Email: matthewancrile@gmail.com
Contact Name:	Phone: Email:
Contact Name During Event: Matthew Ancrile	Phone: (312) 678-3883

Event Information

Event Name:				
Event Date(s):	Event Set up Time:	Event Start Time:	Event End Time:	Event Tear Down Time:
JUNE 11 2022	12 PM	2 PM	8 PM	8 PM

City Resources Requests

Not all resources may be available at your requested site.

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

- Electrical Power:** Indicate electrical requirements: Access to power to power music equipment.
 Amount of electrical wattage needed: 1300 Amount of plug ins: 2-3 outlets
 Locations of where plugs are needed: close enough to run an extension cable.
****All electrical lines MUST be covered to limit tripping hazards.****
- Water Needs:** Indicate water requirements: _____
 Amount of water needed: _____ Locations of where water is needed: _____
- Food/Vendors:** Indicate vendors requirements: _____
 Amount of electrical wattage needed: _____ Amount of plug ins: _____
 Locations of where plugs are needed: _____ Number of vendors: _____
- Alcohol Sales:** (If yes attach liquor license and liquor liability insurance)
 Start Time: _____ End Time: _____
- Amusement or Carnival Rides:** If yes indicate electrical requirements: _____
 Amount of electrical wattage needed: _____ Amount of plug ins: _____
 Locations of where plugs are needed: _____
- Fireworks:** If yes indicate electrical requirements: _____
 Amount of electrical wattage needed: _____ Amount of plug ins: _____
 Locations of where plugs are needed: _____
- Traffic Cones Mobile Stage (please circle 15-foot or 25-foot version)
- Other: _____

Insurance

Please request the following documentation from your insurance carrier.

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

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

Event Map Details of all event activities MUST be included.

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

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

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

Do you expect this event to occur again next year? Maybe What is the expected attendance for this event? 50-100

Type of Event (please check all that apply)

Walk/Run Festival March/Parade Other: SKATE CONTEST / CONCERT

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

- | | |
|---|---|
| <input type="checkbox"/> Horace Blackman Park | <input type="checkbox"/> GrandRiver Farmers Market Pavilion |
| <input type="checkbox"/> Bucky Harris Park | <input type="checkbox"/> CP Federal City Square (Stage) |
| <input type="checkbox"/> Ella Sharp Park (requires Ella Sharp Board approval) | <input type="checkbox"/> MLK Equality Trail |
| <input checked="" type="checkbox"/> Other Location: <u>NIXON SKATE PARK</u> | |
| <input type="checkbox"/> Streets: _____ | |
| <input type="checkbox"/> Other Park: _____ | |

Brief description of Event

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

*AN all ages event celebrating music and skateboarding.
We will be donating prizes to raffle and contest winners.*

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

Street Name: _____	Cross Streets _____
Closure Start Date: _____ Time: _____	Closure End Date: _____ Time: _____
Street Name: _____	Cross Streets _____
Closure Start Date: _____ Time: _____	Closure End Date: _____ Time: _____
Street Name: _____	Cross Streets _____
Closure Start Date: _____ Time: _____	Closure End Date: _____ Time: _____
Street Name: _____	Cross Streets _____
Closure Start Date: _____ Time: _____	Closure End Date: _____ Time: _____
Street Name: _____	Cross Streets _____
Closure Start Date: _____ Time: _____	Closure End Date: _____ Time: _____

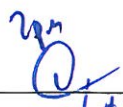
Special Event Application

Certification & Signature

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

Signature: Matthew Daniel

Date: 4/13/22

Office Use ONLY	
Application Received:	
Date:	4/21/22
Time:	2:30
By:	
Application Fee Received:	✓ \$50-

Application Requirements
Application MUST be submitted 60 days PRIOR to event ***NO EXCEPTIONS***
Application MUST be submitted along with all required attachments to: City of Jackson Downtown Development Authority Office 161 W Michigan Ave, 5 th Floor Jackson Michigan, MI 49201 or cmays@cityofjackson.org (517) 768-6410
Prohibited Items
<i>Additional fees may apply if policies are not followed</i>
No ground stakes No confetti or glitter No use of outlets without prior approval

MEMO TO: Mayor and City Council Members
FROM: Jonathan Greene, City Manager
DATE: May 24, 2022
SUBJECT: Special Event Application for the Pride Picnic

Recommendation:

Approve a request from the Jackson Pride Center to host the Pride Picnic on June 12, 2022 in Horace Blackman Park.

Attached is a memo and supporting paperwork from Cory Mays regarding the Special Event Application for the Pride Picnic.

I recommend approval of Pride Picnic. Your consideration and concurrence is appreciated.

JG

DEPARTMENTAL REPORT

MEMO TO: Jonathan Greene, City Manager

FROM: Cory L. Mays, Executive Director, DDA

DATE: May 24, 2022

RECOMMENDATION: Approve a request from the Jackson Pride Center to host the Pride Picnic on June 12, 2022 in Horace Blackman Park.

.SUMMARY: A family-friendly gathering with games and a DJ.

DEPARTMENTAL APPROVAL SUMMARY

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

<u>DEPARTMENT</u>	<u>APPROVAL</u>	<u>DENIAL</u>	<u>ECONOMIC IMPACT</u>
DDA	X		\$0.00
Engineering	X		\$0.00
Fire	X		\$0.00
Neighborhood & Economic Operations	X		\$0.00
Parks & Recreation	X		\$0.00
Police	X		\$0.00
<u>Public Works</u>	X		\$0.00
		<i>TOTAL</i>	<i>\$0.00</i>

CONDITIONS & CONSIDERATIONS

Electricity

INSURANCE STATUS

Approved, pending receipt of the proper certificate of insurance

ATTACHMENTS: Special Event Application: Pride Picnic



City of Jackson Downtown Development Authority
 161 W Michigan Ave, Jackson Michigan, MI 49201
 Contact for questions at 517-768-6410 or cmays@cityofjackson.org

SPECIAL EVENT APPLICATION

Application must be submitted 60 days PRIOR to event

Application Attachments

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

Make checks payable to “Downtown Development Authority”

Special Event Application Policy

Additional charges may occur if policies are broken.

- The applicant or representative of any business, group, or organization that seeks approval to conduct a special event must be 21 years of age or older.
- No ground stakes are allowed on City property. Tents and inflatables must be weighted down.
- Glitter and confetti are prohibited at all events.
- No plugging into outlets without prior approval.
- For events utilizing street space, all fixtures (tents, vehicles, trucks, etc.) must be placed near the curbs to allow for emergency vehicle access.
- No alcoholic beverages allowed unless proper paperwork is provided along with City Council approval. Alcoholic beverages must be consumed within the area in which they are served. No containers, open or closed, may leave the event area unless approval is granted.
- Only a removable medium, such as chalk and/or tape, can be used to mark event area or routes. No paint of any kind is permitted. Tape must be removed once event is over.

Applicant Information

Sponsoring Organization Legal Name: Jackson Pride Center	
Address: 536 N Jackson St. Jackson MI 49201	Phone: (517-262)-3950
Tax ID#: 82-4250359	Website: www.jacksonpridecenter.org
Contact Name: Regina Pinney	Phone: 517-262-3950 Email: reginapinney@gmail.com
Contact Name:	Phone: Email:
Contact Name During Event: Regina Pinney	Phone: (517-262)-3950

Event Information

Event Name:				
Event Date(s):	Event Set up Time:	Event Start Time:	Event End Time:	Event Tear Down Time:
Sunday, June 12	10am	11am	2pm	3pm

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

Do you expect this event to occur again next year? yes What is the expected attendance for this event? 100

Type of Event (please check all that apply)

Walk/Run Festival March/Parade Other: Family Picnic with games

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

- | | |
|---|---|
| <input checked="" type="checkbox"/> Horace Blackman Park | <input type="checkbox"/> GrandRiver Farmers Market Pavilion |
| <input type="checkbox"/> Bucky Harris Park | <input type="checkbox"/> CP Federal City Square (Stage) |
| <input type="checkbox"/> Ella Sharp Park (requires Ella Sharp Board approval) | <input type="checkbox"/> MLK Equality Trail |
| <input type="checkbox"/> Other Location: _____ | |
| <input type="checkbox"/> Streets: _____ | |
| <input type="checkbox"/> Other Park: _____ | |

Brief description of Event

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

Families will gather for a picnic, games and a DJ

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

Street Name: _____	Cross Streets _____
Closure Start Date: _____ Time: _____	Closure End Date: _____ Time: _____
Street Name: _____	Cross Streets _____
Closure Start Date: _____ Time: _____	Closure End Date: _____ Time: _____
Street Name: _____	Cross Streets _____
Closure Start Date: _____ Time: _____	Closure End Date: _____ Time: _____
Street Name: _____	Cross Streets _____
Closure Start Date: _____ Time: _____	Closure End Date: _____ Time: _____
Street Name: _____	Cross Streets _____
Closure Start Date: _____ Time: _____	Closure End Date: _____ Time: _____

City Resources Requests

Not all resources may be available at your requested site.

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

Electrical Power: Indicate electrical requirements: Bounce house
 Amount of electrical wattage needed: _____ Amount of plug ins: _____
 Locations of where plugs are needed: _____
****All electrical lines MUST be covered to limit tripping hazards. ****

Water Needs: Indicate water requirements: _____
 Amount of water needed: _____ Locations of where water is needed: _____

Food/Vendors: Indicate vendors requirements: _____
 Amount of electrical wattage needed: _____ Amount of plug ins: _____
 Locations of where plugs are needed: _____ Number of vendors: _____

Alcohol Sales: (If yes attach liquor license and liquor liability insurance)
 Start Time: _____ End Time: _____

Amusement or Carnival Rides: If yes indicate electrical requirements: _____
 Amount of electrical wattage needed: _____ Amount of plug ins: _____
 Locations of where plugs are needed: _____

Fireworks: If yes indicate electrical requirements: _____
 Amount of electrical wattage needed: _____ Amount of plug ins: _____
 Locations of where plugs are needed: _____

Traffic Cones Mobile Stage (please circle **15-foot** or **25-foot** version)
 Other: _____

Insurance

Please request the following documentation from your insurance carrier.

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

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

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

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

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

Special Event Application

Certification & Signature

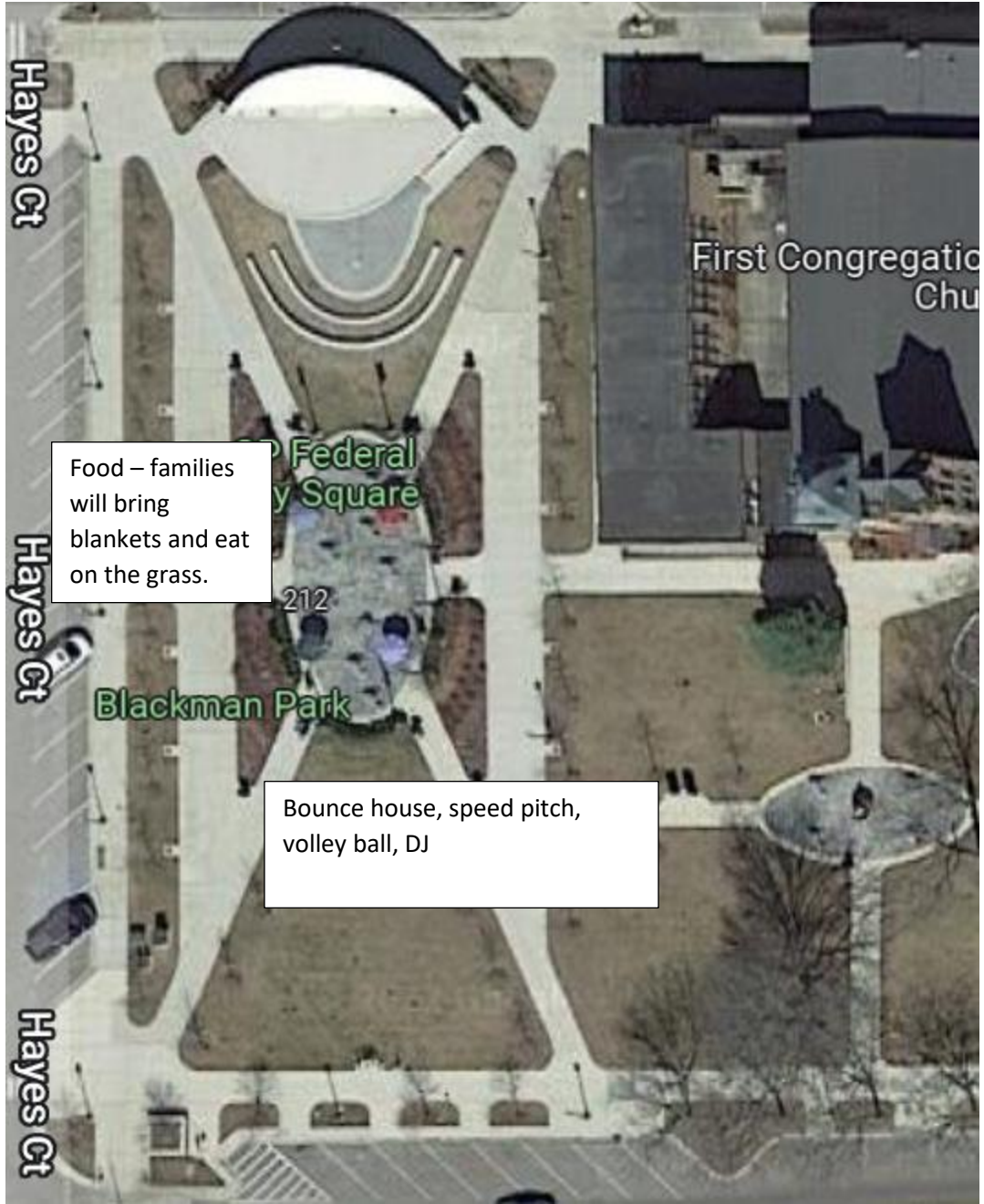
1. I am the person with authority to act on behalf of the sponsoring organization.
2. I have submitted all required documents in support of the Special Event application
3. A Special Event Application Fee is submitted along with this application.
4. Only the activities listed on the application will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

Signature: Regina Pinney

Date: April 23, 2022

Office Use ONLY
Application Received:
Date:
Time:
By:
Application Fee Received:

Application Requirements
Application MUST be submitted 60 days PRIOR to event ***NO EXCEPTIONS***
Application MUST be submitted along with all required attachments to: City of Jackson Downtown Development Authority Office 161 W Michigan Ave, 5 th Floor Jackson Michigan, MI 49201 or cmays@cityofjackson.org (517) 768-6410
Prohibited Items
<i>Additional fees may apply if policies are not followed</i> No ground stakes No confetti or glitter No use of outlets without prior approval



Food – families will bring blankets and eat on the grass.

Bounce house, speed pitch, volley ball, DJ

MEMO TO: Mayor and City Council Members
FROM: Jonathan Greene, City Manager
DATE: May 24, 2022
SUBJECT: Special Event Application for the Jackson Pride Festival

Recommendation:

Approve a request from the Jackson Pride Center to host the Pride Festival on August 20, 2022 in Horace Blackman Park, True Community Credit Union City Square, and the streets of downtown Jackson.

Attached is a memo and supporting paperwork from Cory Mays regarding the Special Event Application for the Pride Festival.

I recommend approval of Pride Festival. Your consideration and concurrence is appreciated.

JG

DEPARTMENTAL REPORT

MEMO TO: Jonathan Greene, City Manager

FROM: Cory L. Mays, Executive Director, DDA

DATE: May 24, 2022

RECOMMENDATION: Approve a request from the Jackson Pride Center to host the Pride Festival on August 20, 2022 in Horace Blackman Park, True Community Credit Union City Square, and the streets of downtown Jackson.

.SUMMARY: A family-friendly gathering/celebration with food trucks, a short parade, music, and vendors.

DEPARTMENTAL APPROVAL SUMMARY

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

<u>DEPARTMENT</u>	<u>APPROVAL</u>	<u>DENIAL</u>	<u>ECONOMIC IMPACT</u>
DDA	X		\$0.00
Engineering	X		\$0.00
Fire	X		\$0.00
Neighborhood & Economic Operations	X		\$0.00
Parks & Recreation	X		\$0.00
Police	X		\$0.00
Public Works	X		\$400.00
	<i>TOTAL</i>		<i>\$400.00</i>

CONDITIONS & CONSIDERATIONS

Electricity, police assistance, road closures

INSURANCE STATUS

Approved, pending receipt of the proper certificate of insurance

ATTACHMENTS: Special Event Application: Pride Festival



City of Jackson Downtown Development Authority
 161 W Michigan Ave, Jackson Michigan, MI 49201
 Contact for questions at 517-768-6410 or cmays@cityofjackson.org

SPECIAL EVENT APPLICATION

Application must be submitted 60 days PRIOR to event

Application Attachments

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

Make checks payable to “Downtown Development Authority”

Special Event Application Policy

Additional charges may occur if policies are broken.

1. The applicant or representative of any business, group, or organization that seeks approval to conduct a special event must be 21 years of age or older.
2. No ground stakes are allowed on City property. Tents and inflatables must be weighted down.
3. Glitter and confetti are prohibited at all events.
4. No plugging into outlets without prior approval.
5. For events utilizing street space, all fixtures (tents, vehicles, trucks, etc.) must be placed near the curbs to allow for emergency vehicle access.
6. No alcoholic beverages allowed unless proper paperwork is provided along with City Council approval. Alcoholic beverages must be consumed within the area in which they are served. No containers, open or closed, may leave the event area unless approval is granted.
7. Only a removable medium, such as chalk and/or tape, can be used to mark event area or routes. No paint of any kind is permitted. Tape must be removed once event is over.

Applicant Information

Sponsoring Organization Legal Name: Jackson Pride Center	
Address: 536 N Jackson St. Jackson MI 49201	Phone: ()
Tax ID#: 82-4250359	Website: jacksonpridecenter.org
Contact Name: Regina Pinney	Phone: 517-262-3950 Email: reginapinney@gmail.com
Contact Name:	Phone: Email:
Contact Name During Event: Regina Pinney	Phone: ()

Event Information

Event Name:				
Event Date(s):	Event Set up Time:	Event Start Time:	Event End Time:	Event Tear Down Time:
August 20	11am 2:30pm	2pm 3:30 PM	10pm 8 PM	10pm 9 PM

Has this event occurred before? Yes, (if yes, how many previous years? 4 years - past two virtual No

Do you expect this event to occur again next year? Yes What is the expected attendance for this event? 500

Type of Event (please check all that apply)

Walk/Run Festival March/Parade Other: _____

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

- Horace Blackman Park GrandRiver Farmers Market Pavilion
- Bucky Harris Park CP Federal City Square (Stage)
- Ella Sharp Park (requires Ella Sharp Board approval) MLK Equality Trail
- Other Location: _____
- Streets: Michigan Ave, between N. Jackson and Hayes Court, Hayes Court
- Other Park: _____

Brief description of Event

This description will be posted on the Special Events Calendar on our website. Please attach an additional sheet if necessary.
The Jackson Pride Fest will be a music festival. Concert will start at 11 and end at 10³⁰. We will have food trucks and side performers, a few small booths promoting programs and services provided by the Jackson Pride Center. We would like to host a walk from Consumers Energy down Michigan Ave to Hayes Court, but this is not a parade nor a march - just a symbol of unity and visibility for our community.

Potential band line up: Local acts from ~~2-5~~, ~~Disco Band from 5:30-7:30~~, ~~Queen Tribute Band from 8-10~~
4-8 pm

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

- Street Name: Michigan Ave Cross Streets Martin Luther King Dr.
Closure Start Date: August 20, 2022 Time: 3:15 pm Closure End Date: August 20, 2022 Time: 4:15
- Street Name: Michigan Ave Cross Streets S. Mechanic
Closure Start Date: August 20, 2022 Time: 3:15 pm Closure End Date: August 20, 2022 Time: 4:15
- Street Name: Michigan Ave Cross Streets S. Jackson
Closure Start Date: August 20, 2022 Time: 3:15 pm Closure End Date: August 20, 2022 Time: 4:15
- Street Name: ~~Michigan Ave~~ Cross Streets ~~Hayes Court~~
Closure Start Date: ~~August 20, 2022~~ Time: ~~12:00~~ Closure End Date: ~~August 20, 2022~~ Time: ~~10:45~~
- Street Name: HAYES CT. Cross Streets MICHIGAN + PEARL
Closure Start Date: August 20 Time: 2:30pm Closure End Date: August 20 Time: 7pm
- Street Name: _____ Cross Streets _____
Closure Start Date: _____ Time: _____ Closure End Date: _____ Time: _____

City Resources Requests

Not all resources may be available at your requested site.

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

Electrical Power: Indicate electrical requirements: _____
 Amount of electrical wattage needed: _____ Amount of plug ins: _____
 Locations of where plugs are needed: _____
****All electrical lines MUST be covered to limit tripping hazards. ****

Water Needs: Indicate water requirements: _____
 Amount of water needed: _____ Locations of where water is needed: _____

Food/Vendors: Indicate vendors requirements: _____
 Amount of electrical wattage needed: _____ Amount of plug ins: _____
 Locations of where plugs are needed: _____ Number of vendors: _____

Alcohol Sales: (If yes attach liquor license and liquor liability insurance)
 Start Time: _____ End Time: _____

Amusement or Carnival Rides: If yes indicate electrical requirements: _____
 Amount of electrical wattage needed: _____ Amount of plug ins: _____
 Locations of where plugs are needed: _____

Fireworks: If yes indicate electrical requirements: _____
 Amount of electrical wattage needed: _____ Amount of plug ins: _____
 Locations of where plugs are needed: _____

Traffic Cones Mobile Stage (please circle **15-foot** or **25-foot** version)

Other: _____

Insurance

Please request the following documentation from your insurance carrier.

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

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

Event Map Details of all event activities MUST be included.

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

If these details change, a revised map must be provided seven days prior to event.

Revised maps cannot include any additional street use, reserved parking, or additional space reservations.

Special Event Application

Certification & Signature

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

Signature: Regina Pinney

Date: April 6, 2022

Office Use ONLY	
Application Received:	
Date:	5/1/22
Time:	10 ^{am}
By:	(Signature)
Application Fee Received:	1450

Application Requirements
Application MUST be submitted 60 days PRIOR to event ***NO EXCEPTIONS***
Application MUST be submitted along with all required attachments to: City of Jackson Downtown Development Authority Office 161 W Michigan Ave, 5 th Floor Jackson Michigan, MI 49201 or cmays@cityofjackson.org (517) 768-6410
Prohibited Items
<i>Additional fees may apply if policies are not followed</i> No ground stakes No confetti or glitter No use of outlets without prior approval

24

W Pearl St

W Pearl St

W Pearl St

Jackson St

N Jackson St

N Jackson St

N Jackson St

Hayes Ct

Hayes Ct

Food Trucks

Stage

CP Federal City Square

Blackman Park

First Congregational Church

W Michigan Ave

Jefferson Ave

Crown Ave

Google



MEMO TO: Honorable Mayor and City Councilmembers
FROM: Andrea Muray, City Clerk
DATE: May 24, 2022
SUBJECT: Second Reading/Final Adoption Ordinance No. 2022-04

RECOMMENDATION:

Approve the second reading/final adoption of an ordinance amending various Chapters of the Jackson Code of Ordinance in order to rename the City's Department of Neighborhood and Economic Operations the "Community Development Department" **and** to correct a transcription error in Section 14-42(5).

Ordinance No. 2022-04 was advanced to a second reading at the May 10, 2022 Council Meeting.

Your consideration and concurrence is appreciated.

C: Jonathan Greene, City Manager

ORDINANCE NO. 2022- __

An Ordinance amending Chapter 2, Article 1, Sec. 2-1; Chapter 4, Sections 4-9(a) and (d) and 4-10(a); Chapter 8, Sections 8-1, 8-2(a) and 8-3(a); Chapter 14, Sections 14-5(1), 14-6, 14-8, 14-42(2) and (5), 14-44, 14-309, 14-402, 14-403(1)d and (2)g, 14-404, 14-406, 14-412, 14-413(3), 14-503(2), 14-504(3), 14-702(b) and (c), 14-704(a) and (g), 14-705(c)(i), 14-706; Chapter 16, Sections 16-515(a), 16-516(a)(2)d and (e)(5); Chapter 17, Sections 17-26(8) and (10), 17-27(b) and (c)(1); Chapter 24, Section 24.5-4(b)(1); Chapter 25, Section 25-27.12; Chapter 28, Sections 28-130(d)(4) a, b and c, 28-145(d)(13)h, 28-155(2)b, c, d 1, 2, 3 (4)), (6), (7) and (8)n, 28-166(a), (b), (c), (e), and (f), and 28-252(b) of the City of Jackson Code of Ordinances in order to rename the City’s Department of Neighborhood and Economic Operations the “Community Development Department”.

THE PEOPLE OF THE CITY OF JACKSON ORDAIN:

Section 1. Purpose.

The purpose of this Ordinance is to re-name the City’s existing Department of Neighborhood and Economic Operations the “Community Development Department” to more accurately reflect the services provided by the department and improve public communications.

Section 2. That Chapter 2, Article 1, Sec. 2-1; Chapter 4, Sections 4-9(a) and (d) and 4-10(a); Chapter 8, Sections 8-1, 8-2(a) and 8-3(a); Chapter 14, Sections 14-5(1), 14-6, 14-8, 14-42(2) and (5), 14-44, 14-309, 14-402, 14-403(1)d and (2)g, 14-404, 14-406, 14-412, 14-413(3), 14-503(2), 14-504(3), 14-702(b) and (c), 14-704(a) and (g), 14-705(c)(i), 14-706; Chapter 16, Sections 16-515(a), 16-516(a)(2)d and (e)(5); Chapter 17, Sections 17-26(8) and (10), 17-27(b) and (c)(1); Chapter 24, Section 24.5-4(b)(1); Chapter 25, Section 25-27.12; Chapter 28, Sections 28-130(d)(4) a, b and c, 28-145(d)(13)h, 28-155(2)b, c, d 1, 2, 3 (4)), (6), (7) and (8)n, 28-166(a), (b), (c), (e), and (f), and 28-252(b) of the City of Jackson Code of Ordinances be amended to read as follows:

Sec. 2-1. Administrative service.

The administrative service of the city shall be under the overall supervision and direction of the city manager, except as otherwise provided by the Charter, and shall be divided into the following offices and departments, each of which shall be the responsibility of the department head listed opposite each department:

Office or Department	Official Head
Office of Clerk	City Clerk
Office of Assessor	City Assessor
Department of Finance	Director of Finance
Office of Treasurer/Income Tax Administrator	City Treasurer/Income Tax Administrator
Department of Police and Fire Services	Director of Police and Fire Services
Department of Public Works	Director of Public Works

Department of Parks, Recreation and Grounds	Director of Parks, Recreation and Grounds
Department of Neighborhood and Economic Operations Community Development Department	Director of Community Development Neighborhood and Economic Operations
Office of City Attorney	City Attorney

Sec. 4-9. Keeping of backyard hens.

- (a) Any person residing in an R-1 or R-2 residentially zoned district property, on a lot not less than five thousand (5,000) square feet, obtaining a permit from the city, may keep not more than three hen chickens in the city for personal use only and not for any business or commercial use. Completed applications for a permit shall be submitted along with a non-refundable fifty dollars (\$50.00) fee to the Community Development Department~~office of Neighborhood and Economic Operations~~.
- (d) Approved permit holders shall schedule an inspection within thirty (30) days of permit issuance. Failure to schedule an inspection shall result in an automatic revocation of the permit. Permit holders will be billed an hourly rate and in a manner consistent with the fees charged for any housing inspection performed by the Department of Neighborhood and Economic Operations~~Community Development Department~~ (CDDNEO). If an inspection identifies noncompliance with any of the requirements set forth in subsection (e) of this section and rules promulgated by the city manager as required by this ordinance, the permit holder shall have ten (10) days to achieve compliance with the requirements or the department may revoke the permit.

Sec. 4-10. Keeping of honey bees.

- (a) Any person residing in an R-1 or R-2 residentially zoned district property, on a property with an area no less than five thousand (5,000) square feet and obtaining a permit from the city, may keep not more than two (2) honey bee hives in the city for personal use only and not for any business or commercial use. Completed applications for a permit shall be submitted along with a non-refundable fifty dollars (\$50.00) fee to the Community Development Department~~office of Neighborhood and Economic Operations~~. Permit holders will be billed an hourly rate and in a manner consistent with the fees charged for any housing inspection performed by the Department of Neighborhood and Economic Operations~~Community Development Department~~ (CDDNEO).

Sec. 8-1. Director.

The ~~department of Neighborhood and Economic Operations~~Community Development Department encompasses what were the City of Jackson's Department of Neighborhood and Economic Operations~~Community Development and the Planning Department~~. The ~~department of Neighborhood and Economic Operations~~Community Development Department shall have charge of the administration, management, and operation of all community development block grant and home funds as well as the City of Jackson's Non-Owner Occupied Residential Property Registration program. The ~~department of Neighborhood and Economic Operations~~Community Development Department shall also have charge of building, housing, and zoning code administration and enforcement within the city as well as all necessary studies and surveys of matters relating to city growth and development. The ~~department of Neighborhood and Economic Operations~~Community Development Department shall also furnish the city manager with technical advice and assistance in planning and zoning matters, and furnish such information and data to the administrative hearings bureau, city planning commission, historic district commission, zoning board of appeals, and the brownfield redevelopment authority as required. The ~~department of Neighborhood and Economic Operations~~Community Development Department shall be headed by a director of Neighborhood and Economic Operations.

Sec. 8-2. Inspection division.

- (a) There is hereby created within the ~~department of Neighborhood and Economic Operations~~Community Development Department a division of inspection, which shall be headed by the assistant director of the

~~department of Neighborhood and Economic Operations~~Community Development Department—Inspection division, who shall be responsible for:

Sec. 8-3. Planning division.

- (a) There is hereby created within the ~~department of Neighborhood and Economic Operations~~Community Development Department a division of planning, which shall be headed by the planning and zoning enforcement officer of the ~~department of Neighborhood and Economic Operations~~Community Development Department-planning division, who shall be responsible for:

Sec. 14-5. Exceptions.

A property registration is not required under the following circumstances:

- (1) A single-family residential dwelling that is entirely owner-occupied; provided, however in the case of a single family residential dwelling that is subject to a land contract, the land contract purchaser must submit an affidavit stating his or her land contract interest, which shall be an affidavit form as provided by the ~~department of Neighborhood and Economic Operations~~Community Development Department. The affidavit shall be submitted to the chief building official within forty-five (45) days of the execution of the land contract. For land contracts executed prior to the effective date of this [Ordinance No. 2012-29], the affidavit must be submitted within sixty (60) days of the effective date of this [Ordinance No. 2012-29]. If the affidavit is not submitted to the chief building official within the time required, the dwelling is not exempted from the registration requirement of this article; or

Sec. 14-6. Application and fees.

An owner of a non-owner occupied residential dwelling or unit shall apply for a property registration on forms provided by the ~~department of Neighborhood and Economic Operations~~Community Development Department. The owner must pay the required application fees and all outstanding inspection fees and applicable late charges. No application for property registration is valid unless filled out accurately and completely, signed by the owner and the responsible local agent, if applicable, and the proper fees have been paid. It is a violation of this article for an owner to provide inaccurate information on an application for a property registration. A property registration fee once tendered may not be refunded or transferred.

Sec. 14-8. Amendment of property registration information.

If any information submitted upon the application for issuance of a property registration changes, the owner must notify the ~~department of Neighborhood and Economic Operations~~Community Development Department within ten (10) days and submit an amended application. Failure to update information within ten (10) days is a violation of this article and subject to late fees.

Sec. 14-42. Inspections.

- (2) The chief building official, chief of police and fire official shall inspect buildings and structures regulated by this article. Inspections may be conducted even though a current certificate of compliance is on record with the ~~department of Neighborhood and Economic Operations~~Community Development Department.
- (5) In a nonemergency situation ~~or~~ where the owner or occupant of any dwelling demands a warrant for inspection of the premises, the chief building official, chief of police or fire official shall obtain a warrant from a court of competent jurisdiction.

Sec. 14-44. Violations observed.

When violations of this article are observed, the chief building official or his or her authorized representative shall file a written report of such violations with the ~~department of Neighborhood and Economic Community~~ Development Department.

Sec. 14-309. Procedure for filing an appeal.

Any person wishing to make an appeal must fill out an appeal form setting forth the order of ruling being appealed. The appellant must file the form with the ~~department of Neighborhood and Economic Community~~ Development Department. The city will send a notice to the appellant regarding the date the appeal will be heard by the building code board of examiners and appeals. Notice of the hearing date will be by regular mail sent to the address stated on the appeal. The standards, procedures and criteria promulgated in section 14-51 of this chapter shall be applicable to appeals heard pursuant to this article.

Sec. 14-402. Definitions.

Securing means taking such measures as may be directed by the ~~department of Neighborhood and Economic Community~~ Development Department 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.

Sec. 14-403. Property registration required.

- (1) An owner of a foreclosed, vacant or abandoned property within the city shall register the structure with the ~~department of Neighborhood and Economic Community~~ Development Department within fifteen (15) days of the earlier of:
 - d. Notice being sent to the owner of the structure by the ~~department of Neighborhood and Economic Operations~~ Community Development Department that the structure has been declared a foreclosed, vacant or abandoned property.
- (2) An owner of a foreclosed, vacant or abandoned property may apply for a registration on forms provided by the ~~department of Neighborhood and Economic Operations~~ Community Development Department. 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.
 - g. Any additional information required by the ~~department of Neighborhood and Economic Operations~~ Community Development Department; and

Sec. 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 Neighborhood and Economic Operations~~ Community Development Department 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.

Sec. 14-406. Transfer of ownership.

The seller of a foreclosed, vacant or abandoned property must notify the ~~department of Neighborhood and Economic Operations~~ Community Development Department 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 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 unless there is a valid, unexpired building permit issued for the property.

Sec. 14-412. Display of property contact information.

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 Neighborhood and Economic OperationsCommunity Development Department. 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 Neighborhood and Economic OperationsCommunity Development Department, 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.

Sec. 14-413. Fees and charges.

- (3) A monthly monitoring fee charged to the owner for periodic inspections by the department of Neighborhood and Economic OperationsCommunity Development Department 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;

Sec. 14-503. Relocation assistance requirements.

- (2) *Proof of compliance.* In order to provide proof of compliance by the landlord with the relocation payment requirements of this Code, the landlord shall make the payment to the city, at the department of Neighborhood and Economic OperationsCommunity Development Department; or a copy of the written agreement executed by the landlord and the tenant providing for and describing alternative arrangements shall be provided to the chief building official and the director of the department of Neighborhood and Economic OperationsCommunity Development Department within five (5) days of the date that the unit is vacated by the tenant. The landlord may make the rental payment directly to the owner of the alternative rental unit but must provide proof of such payment to the director of the department of Neighborhood and Economic OperationsCommunity Development Department.

Sec. 14-504. Exceptions.

- (3) The chief building official or his or her designee may make a determination as to whether any of the exceptions provided in subsections (1) or (2) are applicable and the director of Community DevelopmentNeighborhood and Economic Operations may waive the landlord's obligations as to the specific tenant only for good cause shown.

Sec. 14-702. Board created; purposes.

- (b) Resources of the local government shall be made available to assist the affordable housing development board in executing its duties, powers and responsibilities, and the director of the department of Neighborhood and Economic OperationsCommunity Development Department shall assist the affordable housing development board in executing its obligations to the citizenry, consistent with any annual budgetary appropriations and the fund balance of the affordable housing fund.

- (c) It shall be the responsibility of the ~~department of Neighborhood and Economic Operations~~Community Development Department to provide professional staff assistance to the affordable housing development board in executing its operations. In addition, the city manager may provide additional staff assistance through the various departments of the city to the affordable housing development board, as deemed necessary, in the gathering of information, development of and implementation of policies, programs, and projects which will preserve or develop more affordable housing options in the city.

Sec. 14-704. Jackson Affordable Housing Fund.

- (a) The city shall create a dedicated fund within the ~~department of Neighborhood and Economic Operations~~Community Development Department's budget deemed the Jackson Affordable Housing Fund reserved for the deposit and expenditure of monies pursuant to this section.
- (g) The director of the ~~department of Neighborhood and Economic Operations~~Community Development Department shall promulgate and publish on the city's website any administrative procedures necessary to ensure fund monies are used to support affordable housing meeting the following criteria:

Sec. 14-705. Powers and duties.

- (c) *Programs.* The affordable housing development board shall establish and provide funding, as authorized by city council, for a development loan program and a grant program. In addition, the board is authorized to create, sponsor, fund, and promote such other and further programs and services, as authorized by city council, designed to develop and preserve affordable and accessible housing in the City of Jackson, including, but not limited to, education, consulting, and technical support.
- (i) *Loan programs.* The board is authorized to make low interest and no-interest loans to housing developers for the rehabilitation, modification, construction and preservation of affordable and accessible housing in the City of Jackson on projects approved by the ~~department of Neighborhood and Economic Operations~~Community Development Department, provided that all loans made hereunder shall be subject to final approval by city council and contain land use restriction agreements that the units will be used for affordable and/or accessible housing for their entire useful economic life and all loans for new construction shall incorporate "universal design" standards to promote affordable and accessible housing for the disabled. The loan proceeds shall be disbursed by the affordable housing development board on approved eligible construction costs actually incurred and not for administrative project costs such as developer overhead, development fees or other expenses, unless the developer is a nonprofit corporation.

Sec. 14-706. Reporting requirements.

The director of ~~Community Development~~Neighborhood and Economic Operations shall prepare and issue at the conclusion of the city's fiscal year a report setting forth the state of affordable housing in the city, describing the activities and functions of the affordable housing development board, summarizing the developments, programs, and services funded by the affordable housing development board, and setting forth the expenditures made by the affordable housing development board from the affordable housing fund. The annual report shall also include an assessment evaluating the performance of various departments of the City of Jackson and other public agencies relating to the development and preservation of affordable and accessible housing in the City of Jackson.

Sec. 16-515. License application committee.

- (a) A marihuana licensing review committee (hereafter committee) shall be created and consist of the city manager, the director of police and fire services, the director of ~~Community Development~~Neighborhood and Economic Operations, the chief building official, and one (1) councilmember selected by the city council.

Sec. 16-516. License applications process and submissions.

- (a) Phase One - Facility Review.

- (2) The applicant shall submit the appropriate non-refundable application and licensee fee per resolution of the city council along with the following as a site and structure application to the ~~Community Development Neighborhood and Economic Operations~~ department for approval of the site and structure that will contain the medical marihuana facility or adult-use marihuana establishment:
 - d. The director of ~~Community Development Neighborhood and Economic Operations~~;
- (e) License renewal and subsequent applications. Upon the expiration of an existing license, a license will be automatically renewed by the Office of the City Clerk for one (1) year if:
 - (5) The property where the facility will be located has been certified by the director of ~~Community Development Neighborhood and Economic Operations~~ to be in compliance with the City of Jackson's building design standards and the approved site plan for the property;

Sec. 17-26. Defined.

- (8) Whenever a building or structure designed or zoned for use as a residence has remained vacant and boarded up for a period in excess of six (6) continuous months and has been found to be unsanitary or unfit for human habitation after inspection under Chapter 14 of this Code by the building inspection division of the ~~department of Neighborhood and Economic Operations~~Community Development Department.
- (10) Whenever the building inspection division of the ~~department of Neighborhood and Economic Operations~~Community Development Department is able to establish that as to a particular dilapidated vacant structure there has existed a pattern where such structure has frequently remained open at the doors or windows leaving the interior of the building accessible to entrance by trespassers.

Sec. 17-27. Abatement of nuisances; procedure.

- (b) *Departmental examination.* The building inspection division of the ~~department of Neighborhood and Economic Operations~~Community Development Department shall examine or cause to be examined any building or structure it believes to be abandoned, unsafe, or damaged, and if same is found to be a dangerous building, the division shall commence proceedings to cause its repair, rehabilitation or demolition. Whenever a building or structure designed or zoned for use as a residence has remained vacant and boarded up for a period in excess of six (6) continuous months, it shall be subject to periodic inspection by the building inspection division of the ~~department of Neighborhood and Economic Operations~~Community Development Department under the provisions of chapter 14 of this Code.
- (c) *Commencement of proceedings; notice and order.*
 - (1) The building inspection division of the ~~department of Neighborhood and Economic Operations~~Community Development Department shall commence proceedings under this section by issuing a notice and order directed to the owner or owners of record of a building or structure alleged to be dangerous. This notice and order shall require the owner of the building or structure alleged to be dangerous to commence, within the period of time established by the inspection division, the required repairs, rehabilitation or demolition of the building or structure. All required work shall be completed within the period of time set forth in the notice and order by the inspection division. If a building is occupied, the notice and order shall require the affected building, structure, or portion thereof to be vacated and not reoccupied until all required work has been completed and approved by the inspection division.

Sec. 24.5-4. Permit or license required.

- (b) *Application.*

- (1) Telecommunications providers shall apply for a permit on an application form approved by the MPSC in accordance with Section 6(1) of the Act. A telecommunications provider shall file one copy of the application with the city clerk, one copy with the department of engineering, and one copy with the city manager. Upon receipt, the city clerk shall make three (3) copies of the application and distribute a copy to the city attorney, the department of public works, and the ~~Community Development Department Neighborhood and Economic~~ building inspection division. Applications shall be complete and include all information required by the Act, including without limitation a route map showing the location of the provider's existing and proposed telecommunications facilities in accordance with Section 6(5) of the Act.

Sec. 25-27.12. Semi-trailer, truck tractor, motor home, recreational vehicle, or trailer parking prohibited.

It is unlawful to park a semi-trailer, truck tractor or uncoupled trailer on a public alley, upon a public street, or other public place within the city except when the parking is authorized in writing by the ~~department of Neighborhood and Economic Operations~~Community Development Department, when the parking is for purpose of loading and unloading, or when parking is for an emergency. It shall be unlawful to park a motor home, recreational vehicle or uncoupled trailer upon any residential street or public alley except when the parking is authorized in writing by the ~~Community Development Neighborhood and Economic Operations~~ department, when the parking is for the purpose of loading and unloading, or when the parking is for an emergency.

Sec. 28-130. Nonconforming lots, buildings, signs, structures, and uses of buildings, structures and land.

- (d) *Nonconforming uses of buildings and structures.* The use of any structure existing and lawful on the effective date of the adoption or amendment of this chapter may be continued, even though such use does not conform to the provisions of this chapter, subject to the following provisions:
 - (4) *Discontinuance or termination of nonconforming use of structure.*
 - a. When the nonconforming use of a residential structure is discontinued or ceases to exist for six (6) consecutive months, the use may not thereafter be used except in conformance with the regulations of the district in which it is located. Structures occupied by seasonal uses are exempted from this provision provided the property owner documents the pending temporary discontinuance through a formal letter to the ~~Department of Neighborhood and Economic Operations~~Community Development Department.
 - b. When the nonconforming use of a commercial structure is discontinued or ceases to exist for nine (9) consecutive months, the use may not thereafter be used except in conformance with the regulations of the district in which it is located. Structures occupied by seasonal uses are exempted from this provision provided the property owner documents the pending temporary discontinuance through a formal letter to the ~~Department of Neighborhood and Economic Operations~~Community Development Department.
 - c. When the nonconforming use of an industrial structure is discontinued or ceases to exist for twelve (12) consecutive months, the use may not thereafter be used except in conformance with the regulations of the district in which it is located. Structures occupied by seasonal uses are exempted from this provision provided the property owner documents the pending temporary discontinuance through a formal letter to the ~~Department of Neighborhood and Economic Operations~~Community Development Department.

Sec. 28-145. Conditional uses.

- (d) *Additional development requirements for certain conditional uses.* A conditional use permit shall not be granted for the uses specified in this section unless the following minimum nondiscretionary standards are met:
- (13) *Billboards.* Billboard structures or signs, are permitted on properties which are not otherwise used or occupied for the uses or purposes described in this chapter subject to the following restrictions:
- h. *City-wide limited faces of billboards.* The total number of billboards with the city may not be increased from that number in existence on the effective date of this chapter. No person may construct a billboard without first removing a billboard equal in the number of faces to the number of faces to be installed. To administer this provision, the ~~Neighborhood and Economic Operations~~Community Development will issue a replacement permit to any person who permanently removes a lawful existing billboard face. The zoning administrator will note the number of faces for every sign being removed. Replacement permits may be transferred. No billboard construction permit may be issued unless the applicant for the permit tenders a replacement permit for cancellation that has a total number of faces noted on it that equals at least the number of faces of the sign or signs to be constructed. Any billboard constructed must also comply with all other provisions of this chapter.

Sec. 28-155. Wireless telecommunication facilities.

- (2) *Application review.*
- b. *Type of review.* Upon receipt of an application for an eligible facilities request pursuant to this chapter, the ~~Neighborhood and Economic Operations~~Community Development Department shall review such application to determine whether the application so qualifies. All applications shall be reviewed for completeness and conformance with city requirements in determining which of the following four (4) development review types apply:
- c. *Timeframe for review.* Within sixty (60) days of the date on which an applicant submits an application seeking approval under this chapter, the City of Jackson ~~Neighborhood and Economic Operations~~Community Development Department shall approve the application unless it determines that the application is not covered by the provisions in this ordinance for eligible facilities. If the application is deemed by the ~~Neighborhood and Economic Operations~~Community Development Department to be a substantial change or a first location of antenna(s) on an existing tower, but not a new facility, the 60-day review timeframe shall also apply. For new facilities, the review timeline shall not exceed ninety (90) days.
- d. *Tolling of the timeframe for review.* The review period begins to run when the application is filed, and may be tolled only by mutual agreement by the City of Jackson and the applicant, or in cases where the ~~Neighborhood and Economic Operations~~Community Development Department determines that the application is incomplete. The timeframe for review is not tolled by a moratorium on the review of applications.
1. To toll the timeframe for incompleteness, the City of Jackson ~~Neighborhood and Economic Operations~~Community Development Department must provide written notice to the applicant within fourteen (14) days of receipt of the application, specifically delineating all missing documents or information required in the application.
 2. The timeframe for review begins running again when the applicant makes a supplemental submission in response to the City of Jackson's notice of incompleteness.
 3. Following a supplemental submission, the City of Jackson ~~Neighborhood and Economic Operations~~Community Development Department will notify the applicant within five (5) days that the supplemental submission did not provide the information identified in the original notice

delineating missing information. The timeframe is tolled in the case of second or subsequent notices pursuant to the procedures identified in paragraph (d) of this section. Second or subsequent notices of incompleteness may not specify missing documents or information that were not delineated in the original notice of incompleteness.

- (4) *Collocations allowed by administrative approval or requiring site plan approval.* Any proposed collocation that is determined by the ~~Neighborhood and Economic Operations~~ Community Development Department to be an eligible facilities request shall be subject to final action by the ~~Neighborhood and Economic Operations~~ Community Development Department as an administrative approval. For eligible facilities, administrative approval shall be granted if the all of the standards of this ordinance are met. For substantial changes to a collocation or the first location of antenna(s) on an existing structure, administrative site plan approval per section 28-135(a)(2)b. shall be granted if all of the standards of this ordinance are met.
- (6) *New facilities permitted as conditional land uses in all other zoning districts.* If an applicant can demonstrate to the satisfaction of the ~~Neighborhood and Economic Operations~~ Community Development Department that a location permitted in subsection (5) above cannot reasonably meet the coverage and/or capacity needs of the applicant, and the applicant can demonstrate that it has reasonably exhausted all efforts to locate its facility on existing wireless communications support structures, a wireless communication facility with a monopole support structure not to exceed one hundred ten (110) feet in height may be permitted as a special land use. Such facilities shall not be located in a required front yard. Such facilities shall be located on a priority basis on the following sites:
 - (7) *New facilities that exceed maximum heights as conditional land uses.* Applications for wireless communications facilities in the I-1 and I-2 zoning districts that exceed the maximum height, up to twenty (20) percent, for this district in which it is located per subsections (5) and (6) above, may be permitted as a conditional land use, subject to the provisions of section 28-145. The applicant shall demonstrate to the satisfaction of the ~~Neighborhood and Economic Operations~~ Community Development Department that the additional height is needed to provide satisfactory coverage such that additional new towers are not needed.
 - (8) *Required information.* The following information shall be provided for all new wireless communication facilities permitted as special land uses in subsection (6) and (7) above:
 - n. *Compatibility of accessory structures.* Wireless communication facilities proposed on the roof of a building with an equipment enclosure shall be architecturally compatible with the principal building upon which they are located. The equipment enclosure may be located within the principal building or may be an accessory building, provided the accessory building conforms with all district requirements for accessory buildings and is constructed of the same or compatible building material as the principal building. Wireless communication facilities shall adhere to standards set in section 28-115 building design standards and section 28-120 accessory structures. The goal is that any equipment that is approved to be attached to a building or other accessory structure, other than a tower, shall have a "stealth" design, with a similar color to the existing structure and a harmonious design, as determined by the ~~Neighborhood and Economic Operations~~ Community Development Department.

Sec. 28-166. Revocable license for signs and/or awnings in the right-of-way.

- (a) The owner of any sign, awning, canopy, or marquee that will be placed in or hang over the right-of-way must complete an application for a revocable license and pay the required fee to the clerk's office. The application is available through the ~~department of Neighborhood and Economic Operations~~ Community Development Department or on line at the city's website: www.cityofjackson.org. The application must be returned to the ~~department of Neighborhood and Economic Operations~~ Community Development Department along with a color rendering of the proposed sign, awning, canopy, or marquee. The application shall include a drawing of the building facade depicting height and width dimensions, the location of the sign, and the dimensions of the sign, awning, canopy, or marquee.

- (b) The application must also include a general liability insurance certificate verifying that the owner of the sign, awning, canopy, or marquee is insured against personal injury and property damage arising out of erecting, altering, adding to, repairing of, or subsequent falling of the sign, awning, canopy, or marquee or sign parts. The owner shall also provide to the City of Jackson an insurance endorsement stating that the City of Jackson is an additional insured, and it must be in a coverage amount established by the city attorney to ensure the city's protection. If a revocable license is approved, the owner of the sign, awning, canopy, or marquee shall submit a renewal certificate of insurance and an insurance endorsement annually to the ~~department of Neighborhood and Economic Operations~~Community Development Department to prove the sign, awning, canopy, or marquee remains properly insured.
- (c) Upon receipt of a completed application for a revocable license, the ~~department of Neighborhood and Economic Operations~~Community Development Department shall review the request for code compliance. The application for the revocable license, along with a recommendation from the ~~department of Neighborhood and Economic Operations~~Community Development Department or other city department(s), shall be placed on the next regularly scheduled city council meeting for city council action. All applications for a revocable license must either be denied or approved and executed within sixty (60) days of receipt. If the revocable license is approved by the city council, the mayor and clerk shall execute the revocable license. Any application that is not denied within sixty (60) days of receipt shall be deemed approved.
- (e) If the owner of a sign, awning, canopy, or marquee already has a revocable license and intends to relocate the sign, awning, canopy, or marquee previously approved to a different part of the existing building with equal or greater facade dimensions (width) without making any changes to the size, color, graphics, or wording, the owner shall submit a new application for a revocable license to the ~~department of Neighborhood and Economic Operations~~Community Development Department. The application will be processed according to the requirements set forth in this section for all new revocable license permits.
- (f) If the owner of a sign, awning, canopy, or marquee having a revocable license intends to relocate the sign, awning, canopy, or marquee previously approved to a different building, the owner shall submit a new revocable license application to the ~~department of Neighborhood and Economic Operations~~Community Development Department. The application will be processed according to the requirements set forth in this section for all new revocable license permits.

Sec. 28-252. General provisions.

- (b) *Location/projection.* Unless otherwise permitted herein, no signs, except those established by the city, county, state, or federal government, may be located in, projected onto, or overhang any city-owned public right-of-way unless a revocable license is issued by the ~~Community Development Neighborhood and Economic Operations~~dDepartment (see section 28-166). Signs cannot extend above the roof or parapet of the structure to which it is attached. Signs cannot be located within ten (10) feet of a fire hydrant.

ORDINANCE NO. 2022-04

An Ordinance amending Chapter 2, Article 1, Sec. 2-1; Chapter 4, Sections 4-9(a) and (d) and 4-10(a); Chapter 8, Sections 8-1, 8-2(a) and 8-3(a); Chapter 14, Sections 14-5(1), 14-6, 14-8, 14-42(2) and (5), 14-44, 14-309, 14-402, 14-403(1)d and (2)g, 14-404, 14-406, 14-412, 14-413(3), 14-503(2), 14-504(3), 14-702(b) and (c), 14-704(a) and (g), 14-705(c)(i), 14-706; Chapter 16, Sections 16-515(a), 16-516(a)(2)d and (e)(5); Chapter 17, Sections 17-26(8) and (10), 17-27(b) and (c)(1); Chapter 24, Section 24.5-4(b)(1); Chapter 25, Section 25-27.12; Chapter 28, Sections 28-130(d)(4) a, b and c, 28-145(d)(13)h, 28-155(2)b, c, d 1, 2, 3 (4)), (6), (7) and (8)n, 28-166(a), (b), (c), (e), and (f), and 28-252(b) of the City of Jackson Code of Ordinances in order to rename the City’s Department of Neighborhood and Economic Operations the “Community Development Department”.

THE PEOPLE OF THE CITY OF JACKSON ORDAIN:

Section 1. Purpose.

The purpose of this Ordinance is to rename the City’s existing Department of Neighborhood and Economic Operations the “Community Development Department” to more accurately reflect the services provided by the department and improve public communications.

Section 2. That Chapter 2, Article 1, Sec. 2-1; Chapter 4, Sections 4-9(a) and (d) and 4-10(a); Chapter 8, Sections 8-1, 8-2(a) and 8-3(a); Chapter 14, Sections 14-5(1), 14-6, 14-8, 14-42(2) and (5), 14-44, 14-309, 14-402, 14-403(1)d and (2)g, 14-404, 14-406, 14-412, 14-413(3), 14-503(2), 14-504(3), 14-702(b) and (c), 14-704(a) and (g), 14-705(c)(i), 14-706; Chapter 16, Sections 16-515(a), 16-516(a)(2)d and (e)(5); Chapter 17, Sections 17-26(8) and (10), 17-27(b) and (c)(1); Chapter 24, Section 24.5-4(b)(1); Chapter 25, Section 25-27.12; Chapter 28, Sections 28-130(d)(4) a, b and c, 28-145(d)(13)h, 28-155(2)b, c, d 1, 2, 3 (4)), (6), (7) and (8)n, 28-166(a), (b), (c), (e), and (f), and 28-252(b) of the City of Jackson Code of Ordinances be amended to read as follows:

Sec. 2-1. Administrative service.

The administrative service of the city shall be under the overall supervision and direction of the city manager, except as otherwise provided by the Charter, and shall be divided into the following offices and departments, each of which shall be the responsibility of the department head listed opposite each department:

Office or Department	Official Head
Office of Clerk	City Clerk
Office of Assessor	City Assessor
Department of Finance	Director of Finance
Office of Treasurer/Income Tax Administrator	City Treasurer/Income Tax Administrator
Department of Police and Fire Services	Director of Police and Fire Services
Department of Public Works	Director of Public Works
Department of Parks, Recreation and Grounds	Director of Parks, Recreation and Grounds
Community Development Department	Director of Community Development

Sec. 4-9. Keeping of backyard hens.

- (a) Any person residing in an R-1 or R-2 residentially zoned district property, on a lot not less than five thousand (5,000) square feet, obtaining a permit from the city, may keep not more than three hen chickens in the city for personal use only and not for any business or commercial use. Completed applications for a permit shall be submitted along with a non-refundable fifty dollars (\$50.00) fee to the Community Development Department.
- (d) Approved permit holders shall schedule an inspection within thirty (30) days of permit issuance. Failure to schedule an inspection shall result in an automatic revocation of the permit. Permit holders will be billed an hourly rate and in a manner consistent with the fees charged for any housing inspection performed by the Community Development Department (CDD). If an inspection identifies noncompliance with any of the requirements set forth in subsection (e) of this section and rules promulgated by the city manager as required by this ordinance, the permit holder shall have ten (10) days to achieve compliance with the requirements or the department may revoke the permit.

Sec. 4-10. Keeping of honey bees.

- (a) Any person residing in an R-1 or R-2 residentially zoned district property, on a property with an area no less than five thousand (5,000) square feet and obtaining a permit from the city, may keep not more than two (2) honey bee hives in the city for personal use only and not for any business or commercial use. Completed applications for a permit shall be submitted along with a non-refundable fifty dollars (\$50.00) fee to the Community Development Department. Permit holders will be billed an hourly rate and in a manner consistent with the fees charged for any housing inspection performed by the Community Development Department (CDD).

Sec. 8-1. Director.

The Community Development Department encompasses what were the City of Jackson's Department of Neighborhood and Economic Operations. The Community Development Department shall have charge of the administration, management, and operation of all community development block grant and home funds as well as the City of Jackson's Non-Owner Occupied Residential Property Registration program. The Community Development Department shall also have charge of building, housing, and zoning code administration and enforcement within the city as well as all necessary studies and surveys of matters relating to city growth and development. The Community Development Department shall also furnish the city manager with technical advice and assistance in planning and zoning matters, and furnish such information and data to the administrative hearings bureau, city planning commission, historic district commission, zoning board of appeals, and the brownfield redevelopment authority as required. The Community Development Department shall be headed by a director of Neighborhood and Economic Operations.

Sec. 8-2. Inspection division.

- (a) There is hereby created within the Community Development Department a division of inspection, which shall be headed by the assistant director of the Community Development Department—Inspection division, who shall be responsible for:

Sec. 8-3. Planning division.

- (a) There is hereby created within the Community Development Department a division of planning, which shall be headed by the planning and zoning enforcement officer of the Community Development Department-planning division, who shall be responsible for:

Sec. 14-5. Exceptions.

A property registration is not required under the following circumstances:

- (1) A single-family residential dwelling that is entirely owner-occupied; provided, however in the case of a single family residential dwelling that is subject to a land contract, the land contract purchaser must submit an affidavit stating his or her land contract interest, which shall be an affidavit form as provided by the Community Development Department. The affidavit shall be submitted to the chief building official within forty-five (45) days of the execution of the land contract. For land contracts executed prior to the effective date of this [Ordinance No. 2012-29], the affidavit must be submitted within sixty (60) days of the effective date of this [Ordinance No. 2012-29]. If the affidavit is not submitted to the chief building official within the time required, the dwelling is not exempted from the registration requirement of this article; or

Sec. 14-6. Application and fees.

An owner of a non-owner occupied residential dwelling or unit shall apply for a property registration on forms provided by the Community Development Department. The owner must pay the required application fees and all outstanding inspection fees and applicable late charges. No application for property registration is valid unless filled out accurately and completely, signed by the owner and the responsible local agent, if applicable, and the proper fees have been paid. It is a violation of this article for an owner to provide inaccurate information on an application for a property registration. A property registration fee once tendered may not be refunded or transferred.

Sec. 14-8. Amendment of property registration information.

If any information submitted upon the application for issuance of a property registration changes, the owner must notify the Community Development Department within ten (10) days and submit an amended application. Failure to update information within ten (10) days is a violation of this article and subject to late fees.

Sec. 14-42. Inspections.

- (2) The chief building official, chief of police and fire official shall inspect buildings and structures regulated by this article. Inspections may be conducted even though a current certificate of compliance is on record with the Community Development Department.
- (5) In a nonemergency situation where the owner or occupant of any dwelling demands a warrant for inspection of the premises, the chief building official, chief of police or fire official shall obtain a warrant from a court of competent jurisdiction.

Sec. 14-44. Violations observed.

When violations of this article are observed, the chief building official or his or her authorized representative shall file a written report of such violations with the Community Development Department.

Sec. 14-309. Procedure for filing an appeal.

Any person wishing to make an appeal must fill out an appeal form setting forth the order of ruling being appealed. The appellant must file the form with the Community Development Department. The city will send a

notice to the appellant regarding the date the appeal will be heard by the building code board of examiners and appeals. Notice of the hearing date will be by regular mail sent to the address stated on the appeal. The standards, procedures and criteria promulgated in section 14-51 of this chapter shall be applicable to appeals heard pursuant to this article.

Sec. 14-402. Definitions.

Securing means taking such measures as may be directed by the Community Development Department 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.

Sec. 14-403. Property registration required.

- (1) An owner of a foreclosed, vacant or abandoned property within the city shall register the structure with the Community Development Department within fifteen (15) days of the earlier of:
 - d. Notice being sent to the owner of the structure by the Community Development Department that the structure has been declared a foreclosed, vacant or abandoned property.
- (2) An owner of a foreclosed, vacant or abandoned property may apply for a registration on forms provided by the Community Development Department. 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.
 - g. Any additional information required by the Community Development Department; and

Sec. 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 Community Development Department 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.

Sec. 14-406. Transfer of ownership.

The seller of a foreclosed, vacant or abandoned property must notify the Community Development Department 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 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 unless there is a valid, unexpired building permit issued for the property.

Sec. 14-412. Display of property contact information.

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 Community Development Department. 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 Community Development Department, 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.

Sec. 14-413. Fees and charges.

- (3) A monthly monitoring fee charged to the owner for periodic inspections by the Community Development Department 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;

Sec. 14-503. Relocation assistance requirements.

- (2) *Proof of compliance.* In order to provide proof of compliance by the landlord with the relocation payment requirements of this Code, the landlord shall make the payment to the city, at the Community Development Department; or a copy of the written agreement executed by the landlord and the tenant providing for and describing alternative arrangements shall be provided to the chief building official and the director of the Community Development Department within five (5) days of the date that the unit is vacated by the tenant. The landlord may make the rental payment directly to the owner of the alternative rental unit but must provide proof of such payment to the director of the Community Development Department.

Sec. 14-504. Exceptions.

- (3) The chief building official or his or her designee may make a determination as to whether any of the exceptions provided in subsections (1) or (2) are applicable and the director of Community Development may waive the landlord's obligations as to the specific tenant only for good cause shown.

Sec. 14-702. Board created; purposes.

- (b) Resources of the local government shall be made available to assist the affordable housing development board in executing its duties, powers and responsibilities, and the director of the Community Development Department shall assist the affordable housing development board in executing its obligations to the citizenry, consistent with any annual budgetary appropriations and the fund balance of the affordable housing fund.
- (c) It shall be the responsibility of the Community Development Department to provide professional staff assistance to the affordable housing development board in executing its operations. In addition, the city manager may provide additional staff assistance through the various departments of the city to the affordable housing development board, as deemed necessary, in the gathering of information, development of and implementation of policies, programs, and projects which will preserve or develop more affordable housing options in the city.

Sec. 14-704. Jackson Affordable Housing Fund.

- (a) The city shall create a dedicated fund within the Community Development Department's budget deemed the Jackson Affordable Housing Fund reserved for the deposit and expenditure of monies pursuant to this section.
- (g) The director of the Community Development Department shall promulgate and publish on the city's website any administrative procedures necessary to ensure fund monies are used to support affordable housing meeting the following criteria:

Sec. 14-705. Powers and duties.

- (c) *Programs.* The affordable housing development board shall establish and provide funding, as authorized by city council, for a development loan program and a grant program. In addition, the board is authorized to

create, sponsor, fund, and promote such other and further programs and services, as authorized by city council, designed to develop and preserve affordable and accessible housing in the City of Jackson, including, but not limited to, education, consulting, and technical support.

- (i) *Loan programs.* The board is authorized to make low interest and no-interest loans to housing developers for the rehabilitation, modification, construction and preservation of affordable and accessible housing in the City of Jackson on projects approved by the Community Development Department, provided that all loans made hereunder shall be subject to final approval by city council and contain land use restriction agreements that the units will be used for affordable and/or accessible housing for their entire useful economic life and all loans for new construction shall incorporate "universal design" standards to promote affordable and accessible housing for the disabled. The loan proceeds shall be disbursed by the affordable housing development board on approved eligible construction costs actually incurred and not for administrative project costs such as developer overhead, development fees or other expenses, unless the developer is a nonprofit corporation.

Sec. 14-706. Reporting requirements.

The director of Community Development shall prepare and issue at the conclusion of the city's fiscal year a report setting forth the state of affordable housing in the city, describing the activities and functions of the affordable housing development board, summarizing the developments, programs, and services funded by the affordable housing development board, and setting forth the expenditures made by the affordable housing development board from the affordable housing fund. The annual report shall also include an assessment evaluating the performance of various departments of the City of Jackson and other public agencies relating to the development and preservation of affordable and accessible housing in the City of Jackson.

Sec. 16-515. License application committee.

- (a) A marihuana licensing review committee (hereafter committee) shall be created and consist of the city manager, the director of police and fire services, the director of Community Development, the chief building official, and one (1) councilmember selected by the city council.

Sec. 16-516. License applications process and submissions.

- (a) Phase One - Facility Review.
 - (2) The applicant shall submit the appropriate non-refundable application and licensee fee per resolution of the city council along with the following as a site and structure application to the Community Development department for approval of the site and structure that will contain the medical marihuana facility or adult-use marihuana establishment:
 - d. The director of Community Development;
- (e) License renewal and subsequent applications. Upon the expiration of an existing license, a license will be automatically renewed by the Office of the City Clerk for one (1) year if:
 - (5) The property where the facility will be located has been certified by the director of Community Development to be in compliance with the City of Jackson's building design standards and the approved site plan for the property;

Sec. 17-26. Defined.

- (8) Whenever a building or structure designed or zoned for use as a residence has remained vacant and boarded up for a period in excess of six (6) continuous months and has been found to be unsanitary or unfit for human habitation after inspection under Chapter 14 of this Code by the building inspection division of the Community Development Department.

- (10) Whenever the building inspection division of the Community Development Department is able to establish that as to a particular dilapidated vacant structure there has existed a pattern where such structure has frequently remained open at the doors or windows leaving the interior of the building accessible to entrance by trespassers.

Sec. 17-27. Abatement of nuisances; procedure.

- (b) *Departmental examination.* The building inspection division of the Community Development Department shall examine or cause to be examined any building or structure it believes to be abandoned, unsafe, or damaged, and if same is found to be a dangerous building, the division shall commence proceedings to cause its repair, rehabilitation or demolition. Whenever a building or structure designed or zoned for use as a residence has remained vacant and boarded up for a period in excess of six (6) continuous months, it shall be subject to periodic inspection by the building inspection division of the Community Development Department under the provisions of chapter 14 of this Code.
- (c) *Commencement of proceedings; notice and order.*
 - (1) The building inspection division of the Community Development Department shall commence proceedings under this section by issuing a notice and order directed to the owner or owners of record of a building or structure alleged to be dangerous. This notice and order shall require the owner of the building or structure alleged to be dangerous to commence, within the period of time established by the inspection division, the required repairs, rehabilitation or demolition of the building or structure. All required work shall be completed within the period of time set forth in the notice and order by the inspection division. If a building is occupied, the notice and order shall require the affected building, structure, or portion thereof to be vacated and not reoccupied until all required work has been completed and approved by the inspection division.

Sec. 24.5-4. Permit or license required.

- (b) *Application.*
 - (1) Telecommunications providers shall apply for a permit on an application form approved by the MPSC in accordance with Section 6(1) of the Act. A telecommunications provider shall file one copy of the application with the city clerk, one copy with the department of engineering, and one copy with the city manager. Upon receipt, the city clerk shall make three (3) copies of the application and distribute a copy to the city attorney, the department of public works, and the Community Development Department building inspection division. Applications shall be complete and include all information required by the Act, including without limitation a route map showing the location of the provider's existing and proposed telecommunications facilities in accordance with Section 6(5) of the Act.

Sec. 25-27.12. Semi-trailer, truck tractor, motor home, recreational vehicle, or trailer parking prohibited.

It is unlawful to park a semi-trailer, truck tractor or uncoupled trailer on a public alley, upon a public street, or other public place within the city except when the parking is authorized in writing by the Community Development Department, when the parking is for purpose of loading and unloading, or when parking is for an emergency. It shall be unlawful to park a motor home, recreational vehicle or uncoupled trailer upon any residential street or public alley except when the parking is authorized in writing by the Community Development department, when the parking is for the purpose of loading and unloading, or when the parking is for an emergency.

Sec. 28-130. Nonconforming lots, buildings, signs, structures, and uses of buildings, structures and land.

- (d) *Nonconforming uses of buildings and structures.* The use of any structure existing and lawful on the effective date of the adoption or amendment of this chapter may be continued, even though such use does not conform to the provisions of this chapter, subject to the following provisions:
- (4) *Discontinuance or termination of nonconforming use of structure.*
- a. When the nonconforming use of a residential structure is discontinued or ceases to exist for six (6) consecutive months, the use may not thereafter be used except in conformance with the regulations of the district in which it is located. Structures occupied by seasonal uses are exempted from this provision provided the property owner documents the pending temporary discontinuance through a formal letter to the Community Development Department.
 - b. When the nonconforming use of a commercial structure is discontinued or ceases to exist for nine (9) consecutive months, the use may not thereafter be used except in conformance with the regulations of the district in which it is located. Structures occupied by seasonal uses are exempted from this provision provided the property owner documents the pending temporary discontinuance through a formal letter to the Community Development Department.
 - c. When the nonconforming use of an industrial structure is discontinued or ceases to exist for twelve (12) consecutive months, the use may not thereafter be used except in conformance with the regulations of the district in which it is located. Structures occupied by seasonal uses are exempted from this provision provided the property owner documents the pending temporary discontinuance through a formal letter to the Community Development Department.

Sec. 28-145. Conditional uses.

- (d) *Additional development requirements for certain conditional uses.* A conditional use permit shall not be granted for the uses specified in this section unless the following minimum nondiscretionary standards are met:
- (13) *Billboards.* Billboard structures or signs, are permitted on properties which are not otherwise used or occupied for the uses or purposes described in this chapter subject to the following restrictions:
- h. *City-wide limited faces of billboards.* The total number of billboards with the city may not be increased from that number in existence on the effective date of this chapter. No person may construct a billboard without first removing a billboard equal in the number of faces to the number of faces to be installed. To administer this provision, the Community Development Department will issue a replacement permit to any person who permanently removes a lawful existing billboard face. The zoning administrator will note the number of faces for every sign being removed. Replacement permits may be transferred. No billboard construction permit may be issued unless the applicant for the permit tenders a replacement permit for cancellation that has a total number of faces noted on it that equals at least the number of faces of the sign or signs to be constructed. Any billboard constructed must also comply with all other provisions of this chapter.

Sec. 28-155. Wireless telecommunication facilities.

- (2) *Application review.*
- b. *Type of review.* Upon receipt of an application for an eligible facilities request pursuant to this chapter, the Community Development department shall review such application to determine whether the

application so qualifies. All applications shall be reviewed for completeness and conformance with city requirements in determining which of the following four (4) development review types apply:

- c. *Timeframe for review.* Within sixty (60) days of the date on which an applicant submits an application seeking approval under this chapter, the City of Jackson Community Development Department shall approve the application unless it determines that the application is not covered by the provisions in this ordinance for eligible facilities. If the application is deemed by the Community Development Department to be a substantial change or a first location of antenna(s) on an existing tower, but not a new facility, the 60-day review timeframe shall also apply. For new facilities, the review timeline shall not exceed ninety (90) days.
 - d. *Tolling of the timeframe for review.* The review period begins to run when the application is filed, and may be tolled only by mutual agreement by the City of Jackson and the applicant, or in cases where the Community Development Department determines that the application is incomplete. The timeframe for review is not tolled by a moratorium on the review of applications.
 1. To toll the timeframe for incompleteness, the City of Jackson Community Development Department must provide written notice to the applicant within fourteen (14) days of receipt of the application, specifically delineating all missing documents or information required in the application.
 2. The timeframe for review begins running again when the applicant makes a supplemental submission in response to the City of Jackson's notice of incompleteness.
 3. Following a supplemental submission, the City of Jackson Community Development Department will notify the applicant within five (5) days that the supplemental submission did not provide the information identified in the original notice delineating missing information. The timeframe is tolled in the case of second or subsequent notices pursuant to the procedures identified in paragraph (d) of this section. Second or subsequent notices of incompleteness may not specify missing documents or information that were not delineated in the original notice of incompleteness.
- (4) *Collocations allowed by administrative approval or requiring site plan approval.* Any proposed collocation that is determined by the Community Development Department to be an eligible facilities request shall be subject to final action by the Community Development Department as an administrative approval. For eligible facilities, administrative approval shall be granted if the all of the standards of this ordinance are met. For substantial changes to a collocation or the first location of antenna(s) on an existing structure, administrative site plan approval per section 28-135(a)(2)b. shall be granted if all of the standards of this ordinance are met.
- (6) *New facilities permitted as conditional land uses in all other zoning districts.* If an applicant can demonstrate to the satisfaction of the Community Development department that a location permitted in subsection (5) above cannot reasonably meet the coverage and/or capacity needs of the applicant, and the applicant can demonstrate that it has reasonably exhausted all efforts to locate its facility on existing wireless communications support structures, a wireless communication facility with a monopole support structure not to exceed one hundred ten (110) feet in height may be permitted as a special land use. Such facilities shall not be located in a required front yard. Such facilities shall be located on a priority basis on the following sites:
- (7) *New facilities that exceed maximum heights as conditional land uses.* Applications for wireless communications facilities in the I-1 and I-2 zoning districts that exceed the maximum height, up to twenty (20) percent, for this district in which it is located per subsections (5) and (6) above, may be permitted as a conditional land use, subject to the provisions of section 28-145. The applicant shall demonstrate to the satisfaction of the Community Development Department that the additional height is needed to provide satisfactory coverage such that additional new towers are not needed.

- (8) *Required information.* The following information shall be provided for all new wireless communication facilities permitted as special land uses in subsection (6) and (7) above:
- n. *Compatibility of accessory structures.* Wireless communication facilities proposed on the roof of a building with an equipment enclosure shall be architecturally compatible with the principal building upon which they are located. The equipment enclosure may be located within the principal building or may be an accessory building, provided the accessory building conforms with all district requirements for accessory buildings and is constructed of the same or compatible building material as the principal building. Wireless communication facilities shall adhere to standards set in section 28-115 building design standards and section 28-120 accessory structures. The goal is that any equipment that is approved to be attached to a building or other accessory structure, other than a tower, shall have a "stealth" design, with a similar color to the existing structure and a harmonious design, as determined by the Community Development Department.

Sec. 28-166. Revocable license for signs and/or awnings in the right-of-way.

- (a) The owner of any sign, awning, canopy, or marquee that will be placed in or hang over the right-of-way must complete an application for a revocable license and pay the required fee to the clerk's office. The application is available through the Community Development Department or on line at the city's website: www.cityofjackson.org. The application must be returned to the Community Development Department along with a color rendering of the proposed sign, awning, canopy, or marquee. The application shall include a drawing of the building facade depicting height and width dimensions, the location of the sign, and the dimensions of the sign, awning, canopy, or marquee.
- (b) The application must also include a general liability insurance certificate verifying that the owner of the sign, awning, canopy, or marquee is insured against personal injury and property damage arising out of erecting, altering, adding to, repairing of, or subsequent falling of the sign, awning, canopy, or marquee or sign parts. The owner shall also provide to the City of Jackson an insurance endorsement stating that the City of Jackson is an additional insured, and it must be in a coverage amount established by the city attorney to ensure the city's protection. If a revocable license is approved, the owner of the sign, awning, canopy, or marquee shall submit a renewal certificate of insurance and an insurance endorsement annually to the Community Development Department to prove the sign, awning, canopy, or marquee remains properly insured.
- (c) Upon receipt of a completed application for a revocable license, the Community Development Department shall review the request for code compliance. The application for the revocable license, along with a recommendation from the Community Development Department or other city department(s), shall be placed on the next regularly scheduled city council meeting for city council action. All applications for a revocable license must either be denied or approved and executed within sixty (60) days of receipt. If the revocable license is approved by the city council, the mayor and clerk shall execute the revocable license. Any application that is not denied within sixty (60) days of receipt shall be deemed approved.
- (e) If the owner of a sign, awning, canopy, or marquee already has a revocable license and intends to relocate the sign, awning, canopy, or marquee previously approved to a different part of the existing building with equal or greater facade dimensions (width) without making any changes to the size, color, graphics, or wording, the owner shall submit a new application for a revocable license to the Community Development Department. The application will be processed according to the requirements set forth in this section for all new revocable license permits.
- (f) If the owner of a sign, awning, canopy, or marquee having a revocable license intends to relocate the sign, awning, canopy, or marquee previously approved to a different building, the owner shall submit a new revocable license application to the Community Development Department. The application will be processed according to the requirements set forth in this section for all new revocable license permits.

Sec. 28-252. General provisions.

- (b) *Location/projection.* Unless otherwise permitted herein, no signs, except those established by the city, county, state, or federal government, may be located in, projected onto, or overhang any city-owned public right-of-way unless a revocable license is issued by the Community Development Department (see section 28-166). Signs cannot extend above the roof or parapet of the structure to which it is attached. Signs cannot be located within ten (10) feet of a fire hydrant.

Section 3. Effective Date.

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

The foregoing Ordinance No. 2022-03 was adopted by the Jackson City Council of the 24th day of May, 2022 and a summary published on May 29, 2022.

Daniel Mahoney, Mayor

Andrea Muray, City Clerk

MEMO TO: Mayor and City Councilmembers

FROM: Jonathan Greene, City Manager

DATE: Council Meeting - May 24, 2022

SUBJECT: Approve Personnel Policy Amendments effective May 01, 2022

Recommendation: Approve Personnel Policy Amendments effective May 01, 2022 affecting Non Union employees.

Attached is a report from Doria LaPorte. Your consideration and concurrence is appreciated.

DEPARTMENTAL REPORT

MEMO TO: Jonathan Greene, City Manager
FROM: Doria LaPorte, HR Manager
DATE: Council Meeting – May 24, 2022
RECOMMENDATION: Approve Personnel Policy Amendments effective May 01, 2022

SUMMARY

The Human Resources Division respectfully requests approval of changes to the Personnel Policy in the areas Introduction (Residency Requirement), Article XII (Overtime Work), Article XV-3 (Family Leave Policy), Article XV (Holidays), Article XVII (Insurance), and Article XXI (Pension Improvements).

HISTORY, BACKGROUND and DISCUSSION

The proposed changes to the Personnel Policy will have negligible impact to the budget.

The proposed changes offer an appropriate benefit level to continue to attract and retain top talent.

The proposed changes fix oversights from previous versions of the document and amend the document language to reflect current City policies and practices.

I request the City Manager recommend to Council the approval of the Personnel Policy amendments affecting Non Union employees dated to be in effect on May 01, 2022.

ATTACHMENTS

2022 PERSONNEL POLICY UPDATES

1. Introduction: Residency Requirement (pg. iii)
 - No dollar amount change or modification in residency requirement. There is only an adjustment of language to align with the current residency requirement language listed in the MAPE and IAFF contracts to ensure cohesiveness.
2. Article XII: Overtime Work (pg. 17)
 - Removal of letter C language
3. Article XV: Vacation Leave (p. 22)
 - Modified language to clarify vacation leave terms as it applies to Classified and Unclassified employees
4. Article XV-3: Family Leave Policy (pg. 28)
 - Modified FMLA use of leave banks as recommended by the City Labor Attorney to align with language already outlined in the City's union contracts.
5. Article XVI: Holidays (pg. 31)
 - Modified language in Section XVI-1 to now include the federal holiday Juneteenth as adopted by City Council.
6. Article XVII: Insurance (pg. 31)
 - Modified language in Section XVII-4 (1) to reflect *certain* current wellness incentive program language as outlined in the City's union contracts.
 - Modified spousal clause insurance language in Section XVII-4 (1)
 - Modified language in Section XVII-4 (1,3) Non Union ACT 345 managers
7. Article XXI: Pension Improvements (pg.49)
 - Modified language in Section XXI-1 Retirement Plan Eligibility regarding employees who work in exceedance of the minimum years of service for which they are eligible to retire
 - Modified language regarding city and employee contribution rates to current figures per Finance

MEMO TO: Honorable Mayor and City Councilmembers

FROM: Jonathan Greene, City Manager

DATE: May 24th, 2022

SUBJECT: Adoption of International Property Maintenance Code (IMPC)

Recommendation: *Approve first reading of an ordinance amending Chapter 14 of the City of Jackson Code of Ordinances, by adopting the International Property Maintenance Code (IPMC) and further making appropriate amendments, deletions and additions thereto.*

Your consideration and concurrence is appreciated.

DEPARTMENTAL REPORT

MEMO TO: Jonathan Greene, City Manager

FROM: Shane LaPorte, NEO Director

DATE: Council Meeting- May 24th, 2022

RECOMMENDATION: Approve first reading of an ordinance amending Chapter 14 of the City of Jackson Code of Ordinances, by adopting the International Property Maintenance Code (IPMC) and further making appropriate amendments, deletions and additions thereto

SUMMARY

The International Property Maintenance Code (IPMC) establishes minimum requirements for the maintenance of existing buildings through model code regulations that contain clear and specific property maintenance and property improvement provisions. This code is intended to establish provisions that adequately protect public health, safety and welfare.

BUDGETARY CONSIDERATIONS

Code Officer Training Cost for ICC Certification.

\$1,688 per person x 5 Code Officers = \$8,440

Computer code conversion 10 personnel hours= 552.50 (Allocated Rate)

Total \$8,992.50

HISTORY, BACKGROUND and DISCUSSION

Dating back to at least 1977 the City of Jackson has had provisions to set a minimum housing. Public health safety and welfare has been the focus since the beginning. More specifically the main focus of the code is to establish a minimum standard for exterior property areas, exterior structures, interior structures, basic facilities, light and ventilation, occupancy requirements and safety hazards. For the past 45 year the City of Jackson has wrote/produced and established its own Housing Inspection code which was based upon the Michigan Residential Code. There is a desire to adopt a model code known as the International Property Maintenance Code IPMC which was created by the International Code Council (ICC).

The following will illustrate the mission and importance the ICC:

“The International Code Council is the largest independent organization engaged in creating model building codes in the United States, with over 100 years of experience in the building safety industry. The comprehensive suite of advanced model building codes published by the International Code Council - the International Codes (I-Codes) – are the most widely used and adopted codes around the world.

“The International Code Council is unique among its counterparts in other countries. In the U.S. system, the responsibility for adoption, implementation and enforcement of building codes lies with the states and local jurisdictions. However, there is no central government authority in the U.S. with responsibility for a national building code; rather, building codes are developed through a public-private partnership led by the International Code Council.

The International Code Council was formed in 1994 by three regional code development organizations in the U.S. – the Building Officials and Code Administrators International, Inc. (BOCA), the International Conference of Building Officials (ICBO), and the Southern Building Code Congress International, Inc. (SBCCI) – at the request of the design and construction industry to develop a single set of comprehensive national model codes. The first I-Code was published by the consolidated group in 1995, and in 2003 the three legacy organizations dissolved their independent operations and merged into one single, incorporated entity, the International Code Council.

The I-Codes are updated and published every three years through a robust, open, consensus process that involves all stakeholders and interested parties. This process of regular updates ensures that the I-Codes reflect the most recent developments in building science and technology, consider the use of new construction materials and techniques, **and incorporate lessons learned from building failures and disasters impacting the built environment around the world.”**

The majority communities in Michigan that have a proactive housing inspection program or property maintenance program have adopted the IPMC in part or whole depending on the community. The IPMC is written in a way that allows for amendments so that the specific needs of a community may be met. Because the IPMC is a minimum standard code, a community may elect to adopt more stringent codes to supplement the IPMC.

The current Chapter 14 does not have an agency that provides a certification for the enforcement of the code. Training usually encompasses the following; trade experience, MCOLES, involvement with professional code officer organizations and online training such as Licensed Builder Training which most of the inspectors have participated.

The ICC offers training that would allow the Code Officers to become certified in the IPMC. Currently the State of Michigan does not require or offer a certification for Housing Code Inspectors.

POSITIONS

The Chief Building Official and Director of Neighborhood and Economic Operations strongly encourage fully support the adoption of the International Property Maintenance Code.

ORDINANCE NO. 2022-_____

An Ordinance amending Chapter 14 of the City of Jackson Code of Ordinances to replace the Michigan Residential Code with the International Property Maintenance Code.

THE PEOPLE OF THE CITY OF JACKSON ORDAIN:

Section 1. Purpose.

The City Council adopts this ordinance amending Chapter 14 of the City of Jackson Code of Ordinances to replace the Michigan Residential Code with the International Property Maintenance Code, and delete unnecessary sections, for the public health, safety and welfare of the citizens of the City of Jackson.

Section 2. That Chapter 14 of the City of Jackson Code of Ordinances be amended as follows:

ARTICLE II. – MINIMUM HOUSING STANDARDS

DIVISION 1. – GENERALLY

Sec. 14-27. Maintenance of facilities.

All dwellings shall be maintained and repaired in a workmanlike manner. All required and integral equipment in every dwelling shall be installed in accordance with the Michigan Building Code or International Property Maintenance Code, and maintained in accordance with the provisions of the housing code so as to properly and safely perform intended functions.

DIVISION 3. INTERNATIONAL PROPERTY MAINTENANCE CODE

Sec. 14-61. – Adoption.

The International Property Maintenance Code, 2021 edition, as published by the International Code Council, be and hereby is adopted as the Property Maintenance Code of the City of Jackson, in the State of Michigan for the purpose of regulating and governing the conditions and maintenance of all property, buildings and structures; by providing the standards for supplied utilities and facilities and other physical things and conditions essential to ensure that structures are safe, sanitary and fit for occupation and use; providing for the issuance of permits and collection of fees therefor; and each and all of the regulations, provisions, penalties, conditions and terms of said Property Maintenance Code on file in the office of the city clerk are hereby referred to, adopted, and made a part hereof, as if fully set out in this article, with the additions, insertions, deletions and changes prescribed in section 14-62.

Sec. 14-62. – Amendments, deletions and additions.

The International Property Maintenance Code adopted in section 14-61 is amended and revised, and additional sections are added as herein after set forth.

(1) Section 101.1 is hereby amended to read as follows:

101.1 Title. These regulations shall be known as the International Property Maintenance Code of the City of Jackson, hereinafter referred to as “this code.”

(2) Section 103.1 is deleted in its entirety and the following new Section 103.1 is added as follows:

103.1 General. The provisions of this code shall be enforced by the chief building official, fire official, and the chief of police, or their designated representatives, all of whom may be referred to as *code official*.

(3) Section 107 is hereby amended in part by deleting the text “board of appeals” and replacing it with “Construction Board of Appeals”.

(4) Section 109.3 is deleted in its entirety and the following new Section 109.3 is added as follows:

109.3 Prosecution of violation. Sections 14-49 and 14-50 shall govern the prosecution of violations under this code.

(5) Section 111 is deleted in its entirety.

(6) Section 113 is deleted in its entirety.

(7) Section 202 is hereby amended in part as follows:

The definition of “accessory structure” is added as follows:

ACCESSORY STRUCTURE. A detached structure customarily incidental to the principal structure and located on the same lot with such principal structure including, but not limited to, detached garages, carports, sheds, fences, playhouses, and swimming pools. Accessory structure does not include tents, fabric covered assemblies, and shelters or storage containers.

The definition of “condemn” is deleted.

The definition of “cost of such demolition or emergency repairs” is deleted.

The definition of “dwelling unit” is replaced with the following definition:

DWELLING UNIT. One (1) or more rooms arranged for the use of one (1) or more individuals living together as a single housekeeping unit, with cooking, living, sanitary and sleeping facilities.

The definition of “egress” is added as follows:

EGRESS. A place or means of going out.

The definition of “exit door” is added as follows:

EXIT DOOR. That portion of a means of egress between the termination of the means of egress at the exterior of the dwelling or dwelling unit and the outside of the dwelling or dwelling unit.

The definition of “extermination” is added as follows:

EXTERMINATION. The control and elimination of insects, rodents, vermin or other pests by eliminating their harborage places; by removing or making inaccessible materials that may serve as their food; by poison, spraying, fumigating, trapping or by any other approved pest elimination methods.

The definition of “hazard” is added as follows:

HAZARD. That condition which presents a danger to the health and safety of persons and surrounding property.

The definition of “inoperable motor vehicle” is deleted.

The definition of “kitchen” is added as follows:

KITCHEN. A room or portion of a room containing a minimum of seventy (70) square feet of floor area used for the preparation or consumption of food, and containing the facilities and equipped as provided in this article.

The definition of “kitchenette” is added as follows:

KITCHENETTE. A room or a portion of a room containing less than seventy (70) square feet of floor area used for the preparation of food, and containing the facilities and equipped as provided in this article.

The definition of “plumbing” is added as follows:

PLUMBING. Including, but not limited to, water heating facilities, water pipes, garbage disposal units, waste lavatories, bathtubs, shower baths, installed clothes washing machines, or other similar equipment, catch basins, drains, vents or other similarly supplied fixtures, together with all connections to potable water, sanitary sewer or vent lines.

The definition of “public hall” is added as follows:

PUBLIC HALL. A hall, corridor or passageway not within the exclusive control of one (1) occupant.

The definition of “refuse” is added as follows:

REFUSE. Including, but not limited to not limited to, garbage, rubbish, trash, debris, and junk; household appliances or furniture intended for interior use; inoperable, disassembled, or broken toys; mechanical or electrical devices or any kind; ferrous and non-ferrous metals; industrial sludge; solid commercial or industrial waste; or animal waste, but does not include human body waste, liquid, or other waste regulated by statute.

The definition of “single-family, owner-occupied dwelling” is added as follows:

SINGLE-FAMILY, OWNER-OCCUPIED DWELLING. Any dwelling occupied by a single family of which one (1) or more members of the family are owners of the freehold of the premises or a lesser estate, or a land contract vendee's interest therein other than a tenancy for a period of time or at will

The definition of “workmanlike” is replaced with the following definition:

WORKMANLIKE. Executed in a skillful manner such as generally plumb, level, square, in line, undamaged, without marring adjacent work, utilizing as close to identical material as possible, and finished to a completed state. Alternative methods and materials must be approved by the chief building official or his or her designee.

(8) Section 302.4 is deleted in its entirety.

(9) Section 302.8 is deleted in its entirety.

(10) Section 302.9 is deleted in its entirety.

(11) Section 304.2 is deleted in its entirety and the following new section 304.2 is added as follows:

304.2 Protective treatment. Exterior surfaces, including but not limited to, doors, door and window frames, cornices, porches, trim, balconies, decks and fences, shall be maintained in good condition. Exterior wood surfaces, other than decay-resistant woods which are in sound condition free from obvious rot, decay, and deterioration, shall be protected from the elements and decay by painting or other protective covering or treatment. Peeling, flaking and chipped paint shall be eliminated and surfaces repainted. Siding and masonry joints, as well as those between the building envelope and the perimeter of windows, doors and skylights, shall be maintained weather resistant and water tight. Metal surfaces subject to rust or corrosion shall be coated to inhibit such rust and corrosion, and surfaces with rust or corrosion shall be stabilized and coated to inhibit future rust and corrosion. Oxidation stains shall be removed from exterior surfaces. Surfaces designed for stabilization by oxidation are exempt from this requirement.

(12) Section 304.14 is deleted in its entirety and the following new section 304.14 is added as follows:

304.14 Screens. Every uninsulated door opening directly from any dwelling or dwelling unit to the outdoors used for ventilation purposes shall be supplied with a storm-screen unit. Every insulated door shall be provided with a screen only. Every hinged screen or storm-screen door in a dwelling or dwelling unit shall have a self-closing device in good working condition. Every uninsulated window opening directly from any dwelling or dwelling unit to the outdoors that may be used for ventilation purposes shall be supplied with a storm-screen unit. Every insulated window shall be provided with a screen only. Each basement or cellar window, when open for ventilation, shall be screened and every other opening to a basement which might provide an entry for rats or other vermin shall be supplied with a screen or other device as to effectively prevent their entrance.

(13) Section 304.18.1 is deleted in its entirety and the following new section 304.18.1 is added as follows:

304.18.1 Doors. All egress doors shall be readily openable from the side from which egress is to be made without the use of a key or special knowledge or effort.

(14) Section 304.18.2 is deleted in its entirety and the following new section 304.18.2 is added as follows:

304.18.2 Windows. Every window and their frames shall be maintained in good repair, operate as designed and intended, and shall be weatherproof, rodent-proof, and waterproof.

(15) Section 308 is deleted in its entirety.

(16) Section 402.3 is deleted in its entirety and the following new section 402.3 is added as follows:

402.3 Other spaces. Other spaces shall be adequately and reasonably illuminated sufficient to permit the maintenance of sanitary conditions, and the safe occupancy of the space and utilization of the appliances, equipment and fixtures.

(17) Section 404.3 is deleted in its entirety and the following new section 404.3 is added as follows:

404.3 Minimum ceiling heights. In all existing habitable spaces, hallways, laundry areas, bathrooms, toilet rooms, and habitable basement areas shall have a clear ceiling height of not less than six (6) feet six (6) inches. Exceptions:

1. In one- and two-family dwellings, beams or girders spaced not less than four (4) feet on center and projecting not more than six (6) inches below the required ceiling height.

2. Basement rooms in one- and two-family dwellings occupied exclusively for laundry, study, or recreation purposes, having a ceiling height of not less than six (6) feet six (6) inches with not less than six (6) feet four (4) inches of clear height under beams, girders, ducts, and similar obstructions.

3. Rooms occupied exclusively for sleeping, study, or similar purposes and having a sloped ceiling over all or part of the room, with a clear ceiling height of at least six (6) feet six (6) inches over not less than one-third ($\frac{1}{3}$) of the required minimum floor area. In calculating the floor area of such rooms, only those portions of the floor area with a clear ceiling height of five (5) feet or more shall be included.

(18) 602.3 is hereby amended in part by deleting the text “during the period from [DATE] to [DATE]”.

(19) 602.4 is hereby amended in part by deleting the text “during the period from [DATE] to [DATE]”.

(20) Section 604.2 is deleted in its entirety and the following new section 604.2 is added as follows:

604.2 Service. Dwelling units shall be served by a three-wire, 120/240 volt, single-phase electrical service having a minimum rating of 100 amperes.

(21) Section 605.2 is deleted in its entirety and the following new section 605.2 is added as follows:

Section 605.2 Receptacles.

1. Each habitable room shall be provided with a minimum of two (2) duplex receptacles conveniently located to adequately supply the electrical fixtures and appliances therein.
2. Kitchen countertop receptacles shall be protected by a ground fault circuit interrupter (GFCI).
3. Each bathroom shall be provided with at least one (1) duplex receptacle located within three (3) feet of the sink and shall be protected by a ground fault circuit interrupter.
4. The laundry area shall be provided with at least one (1) ground fault circuit interrupter receptacle located adjacent to the laundry appliance.
5. All outside and basement receptacles shall be protected by a ground fault circuit interrupter.
6. Three-way switching shall be provided for all stairways between habitable floors with six (6) or more risers. Three-way switching is not required if the stairway is continuously illuminated or the lights are automatically controlled.
7. Every room or space including, but not limited to, habitable rooms, hallways, stairways, bathrooms, kitchens, laundry rooms, garages, utility rooms, basements, cellars, crawlspaces, work rooms, or storage rooms shall be provided with a lighting fixture controlled by a switch at the entryway except that:
 - a. A habitable room may be provided with a switched receptacle or a duplex receptacle located within six (6) feet of the entrance doorway.
 - b. An attic that is accessible by stairs shall be provided with at least one (1) light outlet switched near the entryway.
 - c. Each main entrance shall be provided with a suitable lighting fixture outside of the door and a switch convenient to the door. Each enclosed porch shall be provided with a suitable lighting fixture outside the door.
 - d. If a detached garage is provided with power, it shall be provided with at least one (1) inside lighting fixture, a ground fault circuit interrupter protected outlet, and a switched lighting fixture outside the service door. If the exterior of the service door is adequately illuminated by other lighting, a lighting fixture outside of the service door is not required.
9. The electrical service must have an ampacity of not less than the load served.
10. Existing electrical services that do not comply with subsection (5)i. above shall be upgraded in accordance with the National Electrical Code.

Secs. 14-62—14-120. - Reserved.

ARTICLE V. – NON-RESIDENTIAL BUILDINGS

DIVISION 2. – PROPERTY MAINTENANCE STANDARDS

Sec. 14-201. Property maintenance required.

All buildings, regulated by this article, whether occupied or unoccupied and all property on which the buildings are located shall meet or exceed the standards set forth in the International Property Maintenance Code as referenced in section 14-27, section 14-61, and section 14-62.

Sec. 14-202. Tenant responsibility for maintenance.

A tenant shall be responsible for maintaining the health, sanitation and storage standards of this division on that portion of the premises controlled exclusively by the tenant.

Sec. 14-203. Owner responsibility for maintenance.

The owner of a building shall be responsible for complying with the maintenance standards set forth in this article.

Sec. 14-204. Good workmanship.

Additions, replacements, repairs or changes made to buildings, accessory buildings, appurtenances or facilities regulated by this article shall be made with good workmanship.

Sec. 14-205. Exterior security lighting.

An exterior light fixture in good repair shall be provided adjacent to each entryway and exit located at the side or rear of a building having electrical service. Such light fixture shall illuminate between dusk to dawn daily.

Sec. 14-206. Street address visible.

Street addresses shall be provided for any building regulated by this article so as to identify the building from an adjacent public street or alleyway and in accordance with this Code.

Sec. 14-207. Vacant building identification.

An identification sign in good repair and visible from the street, measuring at least 8.5 inches by 11 inches, shall be affixed to a vacant unoccupied building regulated by this article. Such sign shall provide the name and phone number of the property owner or other responsible person to be contacted regarding maintenance or an emergency.

Secs. 14-208—14-300. – Reserved.

Section 3. Effective Date.

This Ordinance takes effect in thirty (30) days from date of final adoption.

ORDINANCE NO. 2022-_____

An Ordinance amending Chapter 14 of the City of Jackson Code of Ordinances to replace the Michigan Residential Code with the International Property Maintenance Code.

THE PEOPLE OF THE CITY OF JACKSON ORDAIN:

Section 1. Purpose.

The City Council adopts this ordinance amending Chapter 14 of the City of Jackson Code of Ordinances to replace the Michigan Residential Code with the International Property Maintenance Code, and delete unnecessary sections, for the public health, safety and welfare of the citizens of the City of Jackson.

Section 2. That Chapter 14 of the City of Jackson Code of Ordinances be amended as follows:

ARTICLE II. – MINIMUM HOUSING STANDARDS

DIVISION 1. – GENERALLY

Sec. 14-27. Maintenance of facilities.

All dwellings shall be maintained and repaired in a workmanlike manner. All required and integral equipment in every dwelling shall be installed in accordance with the Michigan Building Code or International Property Maintenance Code~~Michigan Residential Code~~, and maintained in accordance with the provisions of the housing code so as to properly and safely perform intended functions.

DIVISION 3. ~~FIRE SAFETY~~ INTERNATIONAL PROPERTY MAINTENANCE CODE

~~Sec. 14-61. Fire safety regulations.~~

~~No person shall occupy as owner-occupant, or let to another for occupancy, any dwelling or dwelling unit for the purpose of living therein which does not comply with the following requirements:~~

- ~~(1) *Cooking and heating equipment.* All cooking and heating equipment, components and accessories in every heating, cooking and water heating device shall be maintained free from leaks and obstructions, and kept functioning properly so as to be free from fire, health and accident hazards. All installations and repairs shall be made in accordance with the manufacturer's installation and maintenance instructions or other laws or ordinances of the city. Portable cooking equipment employing flame and portable heating equipment employing flame are prohibited, except that unvented fuel-burning room heaters equipped with oxygen depletion sensors and listed in accordance with ANSI Standard Z21.11.2 shall be permitted in single-family, owner-occupied dwelling units only.~~

- ~~(2) *Storage of flammable liquids prohibited.*~~

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- a. ~~No dwelling or dwelling unit shall be located within a building containing any establishment handling, dispensing or storing flammable liquids with a flashpoint of one hundred ten (110) degrees Fahrenheit or lower.~~
- b. ~~No dwelling or dwelling unit shall handle, dispense, or store flammable liquids with a flashpoint of one hundred ten (110) degrees Fahrenheit or lower.~~
- (3) ~~Egress. The owner of every existing dwelling shall be responsible for the safety of all persons in or occupying such premises with respect to the adequacy of means of egress therefrom.~~
 - a. ~~Any existing dwelling not now provided with exitway facilities as herein prescribed for new dwellings and in which the exitways are deemed inadequate for safety by the chief building official or fire official shall be provided with such additional safe means of egress as shall be ordered by the chief building official or fire official.~~
 - b. ~~If new or altered exitway facilities are installed or constructed, they shall comply with all requirements of the Michigan Building Code or Michigan Residential Code.~~
 - c. ~~It shall be unlawful to obstruct or reduce in any manner the clear width of any doorway, hallway, passageway or any other exitway required by this article. All egress doors shall be readily openable from the side from which egress is to be made without the use of a key or special knowledge or effort.~~
 - d. ~~Every sleeping room shall have at least one (1) window or one (1) door opening directly to the outside to serve as an emergency exit if the normal avenues of escape are blocked, which can be opened from the inside without the use of tools and of such size as required by the Michigan Building Code, Michigan Residential Code or Michigan Rehabilitation Code.~~
 - e. ~~Fire escapes shall be permitted only by special order of the chief building official in existing buildings when more adequate exitway facilities cannot be provided. Fire escapes shall be constructed in accordance with Michigan Building Code.~~
- (4) ~~Reserved.~~
- (5) ~~Smoke detectors. Smoke detectors shall be installed in accordance with the Michigan Building Code or the Michigan Residential Code.~~
- (6) ~~Carbon monoxide detectors. Carbon monoxide detectors shall be installed in accordance with the Michigan Building Code or the Michigan Residential Code.~~

Sec. 14-61. – Adoption.

~~The International Property Maintenance Code, 2021 edition, as published by the International Code Council, be and hereby is adopted as the Property Maintenance Code of the City of Jackson, in the State of Michigan for the purpose of regulating and governing the conditions and maintenance of all property, buildings and structures; by providing the standards for supplied utilities and facilities and other physical things and conditions essential to ensure that structures are safe, sanitary and fit for occupation and use; providing for the issuance of permits and collection of fees therefor; and each and all of the regulations, provisions, penalties, conditions and terms of said Property Maintenance Code on file in the office of the city clerk are hereby referred to, adopted, and made a part hereof, as if fully set out in this article, with the additions, insertions, deletions and changes prescribed in section 14-62.~~

Sec. 14-62. – Amendments, deletions and additions.

~~The International Property Maintenance Code adopted in section 14-61 is amended and revised, and additional sections are added as herein after set forth.~~

(1) Section 101.1 is hereby amended to read as follows:

101.1 Title. These regulations shall be known as the International Property Maintenance Code of the City of Jackson, hereinafter referred to as “this code.”

(2) Section 103.1 is deleted in its entirety and the following new Section 103.1 is added as follows:

103.1 General. The provisions of this code shall be enforced by the chief building official, fire official, and the chief of police, or their designated representatives, all of whom may be referred to as *code official*.

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(3) Section 107 is hereby amended in part by deleting the text “board of appeals” and replacing it with “Construction Board of Appeals”.

(4) Section 109.3 is deleted in its entirety and the following new Section 109.3 is added as follows:
109.3 Prosecution of violation. Sections 14-49 and 14-50 shall govern the prosecution of violations under this code.

(5) Section 111 is deleted in its entirety.

(6) Section 113 is deleted in its entirety.

(7) Section 202 is hereby amended in part as follows:

The definition of “accessory structure” is added as follows:

ACCESSORY STRUCTURE. A detached structure customarily incidental to the principal structure and located on the same lot with such principal structure including, but not limited to, detached garages, carports, sheds, fences, playhouses, and swimming pools. Accessory structure does not include tents, fabric covered assemblies, and shelters or storage containers.

The definition of “condemn” is deleted.

The definition of “cost of such demolition or emergency repairs” is deleted.

The definition of “dwelling unit” is replaced with the following definition:

DWELLING UNIT. One (1) or more rooms arranged for the use of one (1) or more individuals living together as a single housekeeping unit, with cooking, living, sanitary and sleeping facilities.

The definition of “egress” is added as follows:

EGRESS. A place or means of going out.

The definition of “exit door” is added as follows:

EXIT DOOR. That portion of a means of egress between the termination of the means of egress at the exterior of the dwelling or dwelling unit and the outside of the dwelling or dwelling unit.

The definition of “extermination” is added as follows:

EXTERMINATION. The control and elimination of insects, rodents, vermin or other pests by eliminating their harborage places; by removing or making inaccessible materials that may serve as their food; by poison, spraying, fumigating, trapping or by any other approved pest elimination methods.

The definition of “hazard” is added as follows:

HAZARD. That condition which presents a danger to the health and safety of persons and surrounding property.

The definition of “inoperable motor vehicle” is deleted.

The definition of “kitchen” is added as follows:

KITCHEN. A room or portion of a room containing a minimum of seventy (70) square feet of floor area used for the preparation or consumption of food, and containing the facilities and equipped as provided in this article.

The definition of “kitchenette” is added as follows:

KITCHENETTE. A room or a portion of a room containing less than seventy (70) square feet of floor area used for the preparation of food, and containing the facilities and equipped as provided in this article.

The definition of “plumbing” is added as follows:

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PLUMBING. Including, but not limited to, water heating facilities, water pipes, garbage disposal units, waste lavatories, bathtubs, shower baths, installed clothes washing machines, or other similar equipment, catch basins, drains, vents or other similarly supplied fixtures, together with all connections to potable water, sanitary sewer or vent lines.

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The definition of "public hall" is added as follows:

PUBLIC HALL. A hall, corridor or passageway not within the exclusive control of one (1) occupant.

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The definition of "refuse" is added as follows:

REFUSE. Including, but not limited to, garbage, rubbish, trash, debris, and junk; household appliances or furniture intended for interior use; inoperable, disassembled, or broken toys; mechanical or electrical devices or any kind; ferrous and non-ferrous metals; industrial sludge; solid commercial or industrial waste; or animal waste, but does not include human body waste, liquid, or other waste regulated by statute.

The definition of "single-family, owner-occupied dwelling" is added as follows:

SINGLE-FAMILY, OWNER-OCCUPIED DWELLING. Any dwelling occupied by a single family of which one (1) or more members of the family are owners of the freehold of the premises or a lesser estate, or a land contract vendee's interest therein other than a tenancy for a period of time or at will

The definition of "workmanlike" is replaced with the following definition:

WORKMANLIKE. Executed in a skillful manner such as generally plumb, level, square, in line, undamaged, without marring adjacent work, utilizing as close to identical material as possible, and finished to a completed state. Alternative methods and materials must be approved by the chief building official or his or her designee.

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(8) Section 302.4 is deleted in its entirety.

(9) Section 302.8 is deleted in its entirety.

(10) Section 302.9 is deleted in its entirety.

(11) Section 304.2 is deleted in its entirety and the following new section 304.2 is added as follows:

304.2 Protective treatment. Exterior surfaces, including but not limited to, doors, door and window frames, cornices, porches, trim, balconies, decks and fences, shall be maintained in good condition. Exterior wood surfaces, other than decay-resistant woods which are in sound condition free from obvious rot, decay, and deterioration, shall be protected from the elements and decay by painting or other protective covering or treatment. Peeling, flaking and chipped paint shall be eliminated and surfaces repainted. Siding and masonry joints, as well as those between the building envelope and the perimeter of windows, doors and skylights, shall be maintained weather resistant and water tight. Metal surfaces subject to rust or corrosion shall be coated to inhibit such rust and corrosion, and surfaces with rust or corrosion shall be stabilized and coated to inhibit future rust and corrosion. Oxidation stains shall be removed from exterior surfaces. Surfaces designed for stabilization by oxidation are exempt from this requirement.

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(12) Section 304.14 is deleted in its entirety and the following new section 304.14 is added as follows:

304.14 Screens. Every uninsulated door opening directly from any dwelling or dwelling unit to the outdoors used for ventilation purposes shall be supplied with a storm-screen unit. Every insulated door shall be provided with a screen only. Every hinged screen or storm-screen door in a dwelling or dwelling unit shall have a self-closing device in good working condition. Every uninsulated window opening directly from any dwelling or dwelling unit to the outdoors that may be used for ventilation purposes shall be supplied with a storm-screen unit. Every insulated window shall be provided with a screen only. Each basement or cellar window, when open for ventilation, shall be screened and every other opening to a

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basement which might provide an entry for rats or other vermin shall be supplied with a screen or other device as to effectively prevent their entrance.

(13) Section 304.18.1 is deleted in its entirety and the following new section 304.18.1 is added as follows:

304.18.1 Doors. All egress doors shall be readily openable from the side from which egress is to be made without the use of a key or special knowledge or effort.

(14) Section 304.18.2 is deleted in its entirety and the following new section 304.18.2 is added as follows:

304.18.2 Windows. Every window and their frames shall be maintained in good repair, operate as designed and intended, and shall be weatherproof, rodent-proof, and waterproof.

(15) Section 308 is deleted in its entirety.

(16) Section 402.3 is deleted in its entirety and the following new section 402.3 is added as follows:

402.3 Other spaces. Other spaces shall be adequately and reasonably illuminated sufficient to permit the maintenance of sanitary conditions, and the safe occupancy of the space and utilization of the appliances, equipment and fixtures.

(17) Section 404.3 is deleted in its entirety and the following new section 404.3 is added as follows:

404.3 Minimum ceiling heights. In all existing habitable spaces, hallways, laundry areas, bathrooms, toilet rooms, and habit able basement areas shall have a clear ceiling height of not less than six (6) feet six (6) inches. Exceptions:

1. In one- and two-family dwellings, beams or girders spaced not less than four (4) feet on center and projecting not more than six (6) inches below the required ceiling height.

2. Basement rooms in one- and two-family dwellings occupied exclusively for laundry, study, or recreation purposes, having a ceiling height of not less than six (6) feet six (6) inches with not less than six (6) feet four (4) inches of clear height under beams, girders, ducts, and similar obstructions.

3. Rooms occupied exclusively for sleeping, study, or similar purposes and having a sloped ceiling over all or part of the room, with a clear ceiling height of at least six (6) feet six (6) inches over not less than one-third (1/3) of the required minimum floor area. In calculating the floor area of such rooms, only those portions of the floor area with a clear ceiling height of five (5) feet or more shall be included.

(18) 602.3 is hereby amended in part by deleting the text "during the period from [DATE] to [DATE]".

(19) 602.4 is hereby amended in part by deleting the text "during the period from [DATE] to [DATE]".

(20) Section 604.2 is deleted in its entirety and the following new section 604.2 is added as follows:

604.2 Service. Dwelling units shall be served by a three-wire, 120/240 volt, single-phase electrical service having a minimum rating of 100 amperes.

(21) Section 605.2 is deleted in its entirety and the following new section 605.2 is added as follows:

Section 605.2 Receptacles.

1. Each habitable room shall be provided with a minimum of two (2) duplex receptacles conveniently located to adequately supply the electrical fixtures and appliances therein.

2. Kitchen countertop receptacles shall be protected by a ground fault circuit interrupter (GFCI).

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3. Each bathroom shall be provided with at least one (1) duplex receptacle located within three (3) feet of the sink and shall be protected by a ground fault circuit interrupter.

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4. The laundry area shall be provided with at least one (1) ground fault circuit interrupter receptacle located adjacent to the laundry appliance.

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5. All outside and basement receptacles shall be protected by a ground fault circuit interrupter.

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6. Three-way switching shall be provided for all stairways between habitable floors with six (6) or more risers. Three-way switching is not required if the stairway is continuously illuminated or the lights are automatically controlled.

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7. Every room or space including, but not limited to, habitable rooms, hallways, stairways, bathrooms, kitchens, laundry rooms, garages, utility rooms, basements, cellars, crawlspaces, work rooms, or storage rooms shall be provided with a lighting fixture controlled by a switch at the entryway except that:

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a. A habitable room may be provided with a switched receptacle or a duplex receptacle located within six (6) feet of the entrance doorway.

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b. An attic that is accessible by stairs shall be provided with at least one (1) light outlet switched near the entryway.

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c. Each main entrance shall be provided with a suitable lighting fixture outside of the door and a switch convenient to the door. Each enclosed porch shall be provided with a suitable lighting fixture outside the door.

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d. If a detached garage is provided with power, it shall be provided with at least one (1) inside lighting fixture, a ground fault circuit interrupter protected outlet, and a switched lighting fixture outside the service door. If the exterior of the service door is adequately illuminated by other lighting, a lighting fixture outside of the service door is not required.

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9. The electrical service must have an ampacity of not less than the load served.

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10. Existing electrical services that do not comply with subsection (5)i. above shall be upgraded in accordance with the National Electrical Code.

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Secs. 14-62—14-12070. - Reserved.

~~DIVISION 4. EXTERIOR STANDARDS~~

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~~Sec. 14-71. Exterior property areas.~~

~~Unless otherwise provided, no person shall occupy or let to another for occupancy, any dwelling, or dwelling unit for the purpose of living therein which does not comply with the following requirements:~~

- ~~(1) Sanitation. All exterior property areas shall be maintained in a clean and sanitary condition free from any accumulation of rubbish, refuse or garbage and junk.~~
- ~~(2) Prohibited uses. No horse, cow, calf, swine, sheep, goat, chickens, geese or ducks or any other livestock shall be kept in any dwelling, or accessory structure, or part thereof, or on any property.~~
- ~~(3) Grading and drainage. All premises shall be graded and maintained so as to prevent the accumulation of stagnant water thereon, or within any building or structure located thereon. All cisterns and septic tanks must be disconnected and filled with sand if not used for stormwater retention.~~

- (4) ~~*Sidewalks and driveways.* All sidewalks and driveways shall be maintained in sound condition in accordance with ASTM standards. Private sidewalks shall be concrete, brick or asphalt. Expansions of existing driveways, parking areas, or sidewalks shall be paved concrete, brick or asphalt surfaces.~~
- (5) ~~*Accessory structures.* All accessory structures shall be maintained in a structurally sound condition and in good repair. No accessory structure shall be occupied as a dwelling.~~
- (6) ~~*Temporary structures.* No temporary structure shall be occupied as a dwelling or maintained longer than thirty (30) days.~~

~~Sec. 14 72. Exterior building envelope.~~

~~Unless otherwise provided, no person shall occupy or let to another for occupancy, any dwelling or dwelling unit for the purpose of living therein which does not comply with the following requirements:~~

- (1) ~~*Structure.* Every foundation, wall and roof shall be reasonably weatherproof, waterproof and rodent-proof, shall be capable of privacy and kept in good repair.
 - a. ~~The foundation elements shall adequately support the building at all points of the building footprint.~~
 - b. ~~Every exterior wall shall be free of holes, breaks, loose or rotting boards or timbers, and any other condition which might admit rain, dampness or rodents to the interior portions of the walls, or which might provide harborage for insects or other vectors of disease. Exterior walls and wood trim shall be well and sufficiently painted so as to prevent same from deteriorating and becoming havens for rodents, insects and other vectors of disease. Defective paint that is suspected of containing lead levels in excess of allowable limits shall be treated or removed in accordance with established H.U.D. and E.P.A. guidelines.~~
 - c. ~~The roof system shall be free of defects of any kind including, but not limited to, deflection that is not a consequence of, or results in, an unsafe condition, the admission of moisture, damage to structural members, sheathing, flashings, roof covering, ventilation, and drainage systems.~~
 - d. ~~Gutters and downspouts shall be provided so as to prevent rainwater from causing dampness in the walls or interior portion of the building and to prevent ground water from migrating to or entering into the basement walls or foundation.~~~~
- (2) ~~*Stairs and porches.* Every inside and outside stair, every porch and every appurtenance thereto shall be so constructed as to be safe to use and capable of supporting the loads to which they are subjected and shall be kept in sound condition and in good repair. In the case of stairs with four (4) or more risers, the stairway shall be equipped with a full length handrail and/or guardrail. Such handrails and guardrails shall be installed in accordance with the state building code or the state residential code.~~
- (3) ~~*Openings.* Every window, exterior door, and basement hatchway and their frames shall be maintained in good repair, operate as designed and intended, and shall be weatherproof, rodent-proof, and waterproof.~~
- (4) ~~*Chimneys.* All chimneys shall be maintained in sound condition, free of holes and breaks and operate as intended. All chimneys shall be properly capped and supplied with an appropriate cleanout. The top of the chimney shall be at least two (2) feet above any point on the roof within a ten-foot radius of the chimney, but shall not be less than three (3) feet above the highest point where the chimney passes through the roof.~~
- (5) ~~*Street numbers.* All buildings shall bear distinctive street numbers at least four (4) inches in height at or near the front entrance of such building. The owners of all buildings shall cause the correct numbers to be placed thereon. All numbers shall be facing the street, shall be of a contrasting color and in such a position as to be plainly visible from the street. The use of Arabic numerals is required.~~

~~Secs. 14 73 — 14 80. Reserved.~~

~~DIVISION 5.—INTERIOR STANDARDS~~

~~Sec. 14 81.—Interior structure.~~

~~Unless otherwise provided, no person shall occupy or let to another for occupancy, any dwelling or dwelling unit for the purpose of living therein which does not comply with the following requirements:~~

- ~~(1)—Free from dampness.~~ All the interior areas of the dwelling, including the cellar, basement and crawl space, shall be maintained reasonably free from dampness to prevent conditions conducive to decay or deterioration of the structure.
- ~~(2)—Structural members.~~ The supporting structural members of every dwelling or dwelling unit used for human occupancy shall be maintained in a structurally sound manner with no evidence of deterioration that would render them incapable of supporting the imposed load.
- ~~(3)—Stairs and railings.~~ Every stair, porch, and appurtenance thereto shall be so constructed as to be safe to use and capable of supporting the loads to which they are subjected and shall be kept in sound condition and in good repair. In the case of stairs with four (4) or more risers, the stairway shall be equipped with a full length handrail and/or guardrail. Such handrails and guardrails shall be installed in accordance with the state building code or the state residential code.
- ~~(4)—Bathroom and kitchen floors.~~ The floor surface of all bathrooms, kitchens and water closets shall be constructed of impervious material and maintained so as to permit such floor to be easily kept in a clean and sanitary condition. This subsection shall not be construed to prohibit carpeting placed over a floor impervious to water.
- ~~(5)—Sanitation.~~
 - ~~a.—Cleanliness before occupancy.~~ No owner shall permit any vacant dwelling unit or premises to be inhabited by new occupants unless such dwelling unit or premises are clean, sanitary and fit for human occupancy.
 - ~~b.—Responsibility.~~ The interior of every dwelling and multiple dwelling used for human habitation shall be maintained in a clean and sanitary condition by the occupant. The owner shall be responsible for maintaining the structure and premises thereof which he occupies and controls.
 - ~~c.—No room or area of a dwelling or dwelling unit shall be so cluttered as to prevent access to egress, utilities, or mechanical components of the structure.~~
 - ~~d.—Rubbish, refuse, and garbage.~~ Rubbish, refuse, and garbage shall be kept inside temporary storage facilities according to the requirements of chapter 12 of this Code. The owner of every dwelling shall supply approved containers with tightly fitting covers for the temporary storage of rubbish, refuse, and garbage prior to removal.
 - ~~e.—Insect and rodent harborage.~~ Buildings used for human habitation shall be kept free from insect and rodent infestation. The owner of every dwelling shall be responsible for the extermination of all insects, rodents and other pests within a dwelling.
 - ~~f.—Interior cabinetry.~~ Bathroom, kitchen, and kitchenette cabinetry and countertops shall be maintained in sound condition and proper working order.
 - ~~g.—Interior walls, ceilings and floors.~~ Every interior wall, ceiling and floor shall be maintained in sound condition and in good repair. Walls shall be capable of affording privacy for the occupants. Interior walls, ceilings and trim shall be kept free from defects in painted surfaces. Defective paint is paint on surfaces which is cracking, scaling, chipping, peeling or loose. Defective paint that is suspected of containing lead levels in excess of allowable limits shall be treated or removed in accordance with established H.U.D. and E.P.A. guidelines.

~~Sec. 14 82.—Basic facilities requirements.~~

Unless otherwise provided, no person shall occupy or let to another for occupancy, any dwelling or dwelling unit for the purpose of living therein which does not comply with the following requirements:

- (1) *Cooking and kitchen facilities.* Except for efficiency apartments, no food shall be prepared in any room used for sleeping purposes. No kitchen or cooking accommodations shall be permitted or maintained in any room or space in any building for the common or joint use of the occupants of more than one (1) dwelling or unit.
- (2) *Sanitary facilities.*
 - a. *Bathroom.* Every dwelling or dwelling unit shall contain a room which affords privacy, employing the use of a door to a person within such room, and which is equipped with a flush water closet, a lavatory basin, and a bathtub or shower in good working condition and properly connected to a potable water and sanitary sewage system. The lavatory basin may be located outside such room provided it is adjacent thereto. The lavatory basin and bathtub or shower shall be properly connected with both hot and cold potable water lines.
 - b. *In rooming houses, boarding houses, lodging houses or tourist houses,* there shall be at least one (1) bathroom for every four (4) occupant rooms. Each bathroom shall be located on the same level as the rooms they serve.
 - c. *Kitchen sink.* Every dwelling unit shall contain a kitchen sink in good working condition, and properly connected to hot and cold potable water lines and to an approved sanitary sewage system.
 - d. *Plumbing fixtures.* Plumbing fixtures shall be arranged so as to prevent the wetting of supporting framework. The space beneath such fixtures shall be accessible and shall not be so enclosed as to prevent ventilation sufficient to maintain dry and sanitary conditions.
- (3) *Water connection and water heating facilities.* Every kitchen sink, lavatory basin, bathtub or shower, water closet, and laundry facility shall be properly trapped and vented, shall have faucets and fixture fittings, and shall be properly connected to an adequate potable water system and public sanitary sewer system if available in accordance with the state plumbing code.
 - a. All water distribution piping shall be properly supported and capable of supplying water at forty (40) pounds minimum pressure, eighty (80) pounds maximum pressure, and flow rates (gpm) in accordance with the state plumbing code at every required kitchen sink, lavatory basin, bathtub shower and laundry facility.
 - b. Every dwelling shall be supplied with water heating facilities which are installed in an approved manner, properly maintained and properly connected with hot water lines to those fixtures which are required in the above subsection to be supplied with hot water. Water heating facilities shall be capable of heating water to such a temperature as to permit an adequate amount of water to be drawn at every required kitchen sink, lavatory basin, bathtub shower and laundry facility or other similar units at a temperature of not less than one hundred twenty (120) degrees Fahrenheit at any time needed.
- (4) *Heating facilities.* Every dwelling shall have heating facilities which are properly installed, are maintained in safe and good working condition and are capable of safely and adequately heating all habitable rooms and bathrooms in every dwelling unit located therein to a temperature of at least sixty-eight (68) degrees Fahrenheit with an outside temperature of ten (10) degrees below zero, and with the measurement being taken three (3) feet above the floor level in accordance with the state mechanical code. All gas piping shall be properly supported.
- (5) *Electrical system.*
 - a. Each habitable room shall be provided with a minimum of two (2) duplex receptacles conveniently located to adequately supply the electrical fixtures and appliances therein.
 - b. Kitchen receptacles shall be individually grounded. Countertop receptacles shall be protected by a ground fault circuit interrupter.
 - c. Each bathroom shall be provided with at least one (1) duplex receptacle located within three (3) feet of the sink and shall be protected by a ground fault circuit interrupter.
 - d. The laundry area shall be provided with at least one (1) ground fault circuit interrupter receptacle located adjacent to the laundry appliance.
 - e. A dedicated circuit shall be provided for the furnace, with a disconnect located within sight of the furnace.

- f. ~~All outside receptacles shall be protected by a ground fault circuit interrupter.~~
- g. ~~Three-way switching shall be provided for all stairways between habitable floors with six (6) or more risers. Three-way switching is not required if the stairway is continuously illuminated or the lights are automatically controlled.~~
- h. ~~Every room or space including, but not limited to, habitable rooms, hallways, stairways, bathrooms, kitchens, laundry rooms, garages, utility rooms, basements, cellars, crawlspaces, work rooms, or storage rooms shall be provided with a lighting fixture controlled by a switch at the entryway except that:

 - 1. ~~A habitable room may be provided with a switched receptacle or a duplex receptacle located within six (6) feet of the entrance doorway.~~
 - 2. ~~The light provided for the laundry equipment area may be connected to the dedicated laundry circuit.~~
 - 3. ~~An attic that is accessible by stairs shall be provided with at least one (1) light outlet switched near the entryway.~~
 - 4. ~~Each main entrance shall be provided with a suitable lighting fixture outside of the door and a switch convenient to the door. Each enclosed porch shall be provided with a suitable lighting fixture outside the door.~~
 - 5. ~~If a detached garage is provided with power, it shall be provided with at least one (1) inside lighting fixture, a ground fault circuit interrupter-protected outlet, and a switched lighting fixture outside the service door. If the exterior of the service door is adequately illuminated by other lighting, a lighting fixture outside of the service door is not required.~~~~
- i. ~~The electrical service must have an ampacity of not less than the load served.~~
- j. ~~Existing electrical services that do not comply with subsection (5)i. above shall be upgraded in accordance with the state building code or the state residential code.~~
- k. ~~Evidence of inadequate or unsafe wiring in an existing dwelling shall include, but is not limited to, any of the following:

 - 1. ~~The use of extension cords in lieu of permanent wiring.~~
 - 2. ~~Oversized fuses or circuit breakers.~~
 - 3. ~~Improper extensions to the wiring system.~~
 - 4. ~~Overloading of service or branch circuits.~~
 - 5. ~~Misuse of electrical materials and equipment.~~
 - 6. ~~Insufficient receptacles in a room or area.~~
 - 7. ~~Lack of operable lighting as required in subsection (5)h. of this section.~~~~
- l. ~~Every non-conforming structure or use is permitted to remain or continue, provided, that:

 - 1. ~~The structure or use complies with all applicable provisions of the zoning ordinance;~~
 - 2. ~~The structure has not been vacant for more than one hundred eighty (180) days;~~
 - 3. ~~Repairs to a structure do not increase the non-conformity of the structure or use; or~~
 - 4. ~~Repairs of any part of a structure or system do not alter the existing design or installation of the structure or system being repaired.~~~~

~~Secs. 14-83—14-100.—Reserved.~~

~~DIVISION 6.—MINIMUM STANDARDS FOR LIGHT AND VENTILATION~~

~~Sec. 14-101.—Minimum requirements.~~

~~Unless otherwise provided, no person shall occupy or let to another for occupancy, any dwelling or dwelling unit for the purpose of living therein which does not comply with the following requirements:~~

- (1) ~~*Windows.* Every habitable room and bathroom shall have at least one (1) window or skylight facing directly to the outdoors or to a court. The minimum total window area measured between stops for every habitable room shall be at least eight (8) percent of the total floor area of such room. All windows shall~~

be fully operational and the sashes shall be capable of remaining open with approved sash control devices. This requirement is waived if the room is provided with adequate artificial lighting.

- (2) *Ventilation.* Every habitable room and bathroom shall have at least one (1) window that can be easily opened and will adequately ventilate the room. The total openable window area in every habitable room shall be at least four (4) percent of the total floor area of such room. This requirement is waived if the room is provided with adequate mechanical ventilation.
- (3) *Egress window.* Any room that may be used for sleeping purposes shall be supplied with an egress window in compliance with the state building code, the state residential code, or state rehabilitation code.
- (4) *Light and ventilation in public halls and stairways.* Every public hall and stairway serving dwellings, excluding one and two family dwellings and townhouses, shall be adequately lighted at all times, and shall be provided with as much ventilation to the outer air as required by the state building code. This language shall not be construed to exempt one and two family dwelling units and townhouses from the requirements of the state residential code.
- (5) *Storm screen units.* The owner of a dwelling shall be responsible for all storm screen units.
 - a. *Doors.* Every uninsulated door opening directly from any dwelling or dwelling unit to the outdoors used for ventilation purposes shall be supplied with a storm screen unit. Every insulated door shall be provided with a screen only. Every hinged screen or storm screen door in a dwelling or dwelling unit shall have a self-closing device in good working condition.
 - b. *Windows.* Every uninsulated window opening directly from any dwelling or dwelling unit to the outdoors that may be used for ventilation purposes shall be supplied with a storm screen unit. Every insulated window shall be provided with a screen only. Each basement or cellar window, when open for ventilation, shall be screened and every other opening to a basement which might provide an entry for rats or other vermin shall be supplied with a screen or other device as to effectively prevent their entrance.

~~Secs. 14-102—14-110.—Reserved.~~

~~DIVISION 7.—MINIMUM SPACE REQUIREMENTS~~

~~Sec. 14-111.—Occupancy requirements.~~

~~Unless otherwise provided, no person shall occupy or let to another for occupancy, any dwelling or dwelling unit, for the purpose of living therein which does not comply with the following requirements:~~

- (1) *Minimum room widths.* A habitable room, other than a kitchen, shall not be less than seven (7) feet in any plan dimension. Kitchens shall have a clear passageway of not less than three (3) feet between counterfronts and appliances, or counterfronts and walls.
- (2) *Minimum ceiling heights.* In all existing habitable spaces, hallways, laundry areas, bathrooms, toilet rooms, and habitable basement areas shall have a clear ceiling height of not less than six (6) feet six (6) inches. Exceptions:
 - a. In one and two family dwellings, beams or girders spaced not less than four (4) feet on center and projecting not more than six (6) inches below the required ceiling height.
 - b. Basement rooms in one and two family dwellings occupied exclusively for laundry, study, or recreation purposes, having a ceiling height of not less than six (6) feet six (6) inches with not less than six (6) feet four (4) inches of clear height under beams, girders, ducts, and similar obstructions.
 - c. Rooms occupied exclusively for sleeping, study, or similar purposes and having a sloped ceiling over all or part of the room, with a clear ceiling height of at least six (6) feet six (6) inches over not less than

- one-third (1/3) of the required minimum floor area. In calculating the floor area of such rooms, only those portions of the floor area with a clear ceiling height of five (5) feet or more shall be included.
- (3) ~~Bedroom and living room requirements.~~ Every bedroom and living room shall comply with the requirements of (a) through (c) below.
- a. ~~Room area.~~ Every dwelling unit shall have at least one (1) habitable room that shall have not less than one hundred twenty (120) square feet of gross floor area, and every bedroom shall have a floor area of not less than seventy (70) square feet.
- b. ~~Access from bedrooms.~~ Bedrooms shall not constitute the only means of access to other bedrooms or habitable spaces and shall not serve as the only means of egress from other habitable spaces.
Exception: units that contain fewer than two (2) bedrooms.
- c. ~~Water closet accessibility.~~ Every bedroom shall have access to at least one (1) water closet and one (1) lavatory without passing through another bedroom. Every bedroom in a dwelling unit shall have access to at least one (1) water closet and lavatory located in the same story as the bedroom, or an adjacent story.
- (4) ~~Prohibited occupancy.~~ Kitchens, kitchenettes, and non-habitable spaces shall not be used for sleeping purposes.
- (5) ~~Minimum sleeping space.~~ In every dwelling unit, every room occupied for sleeping purposes by one (1) occupant shall contain at least seventy (70) square feet of floor space. Every room occupied for sleeping purposes by more than one (1) occupant shall contain at least fifty (50) square feet of floor space for each occupant.
- (6) ~~Fire separation walls.~~ In two-family and multiple-family residential structures, and mixed-use structures, each dwelling unit shall be completely separated from the adjacent dwelling unit by fire separation walls and floor/ceiling assemblies in accordance with the state building code, the state residential code or state rehabilitation code. In mixed-use occupancies, the fire separation rating between residential and non-residential uses shall be in accordance with the state building or rehabilitation code. Attached garages in all dwellings shall be completely separated from the adjacent dwelling by fire separation walls and floor/ceiling assemblies in accordance with the state building code or the state residential code.
- (7) ~~Lodgers prohibited.~~ The chief building official may prescribe conditions under which lodgers or boarders may be permitted in dwellings. It shall be the duty of the owner to see that the requirements of the chief building official are complied with at all times. A failure to so comply on the part of any occupant, after due and proper notice from the owner shall be deemed sufficient cause for the summary eviction of such occupant and the cancellation of his or her lease. A failure to so comply on the part of any occupant after due and proper notice from the chief building official shall be deemed sufficient cause to order the property vacated. The provisions of this section may be extended to owner-occupied dwellings, as may be found necessary by the chief building official.
- (8) ~~Thermal environment.~~ Every nonhabitable attic space shall be insulated with an NFPA-rated insulation material to a minimum value of R-13 or above so as to provide minimum thermal protection.

Secs. 14-112—14-120.—Reserved.

ARTICLE V. – NON-RESIDENTIAL BUILDINGS

DIVISION 2. – PROPERTY MAINTENANCE STANDARDS

Sec. 14-201. Property maintenance required.

All buildings, regulated by this article, whether occupied or unoccupied and all property on which the buildings are located shall meet or exceed the standards ~~of this article~~ set forth in the International Property Maintenance Code as referenced in section 14-27, section 14-61, and section 14-62.

~~Sec. 14-202. Structural integrity.~~

~~Basic structural elements, foundations, foundation walls and supporting columns shall be in good repair.~~

~~Sec. 14-203. Exterior surfaces.~~

~~All exterior finish surfaces shall be weatherproof and in good repair and shall not have any holes, cracks or deterioration which allow water or vermin to reach any basic structural element or to enter the interior of any building.~~

~~Sec. 14-204. Protection of exterior surfaces.~~

~~All exterior surfaces of a building or structure made of iron, wood, steel, masonry or other materials which may deteriorate from exposure to weather shall be protected from the weather by a properly applied weather resistant paint, stain or other water-proof finish. Primers shall be properly covered with a water-resistant finish coating.~~

~~Sec. 14-205. Exterior windows and doors.~~

~~All exterior windows and doors shall be weatherproof and in good repair, or shall be secured against weather by boarding. If required, the boarding shall be one-half (1/2) inch CDX plywood cut to fit the window or door casing, painted to match the exterior, and secured with a minimum of one and one-quarter (1.25) inch galvanized screws located at the corners and spaced every seven (7) inches around the perimeter of the boarding.~~

~~Sec. 14-206. Exterior attachments.~~

~~Exterior attachments to basic structural elements, including but not limited to gutters, downspouts, screening, vents, antennae, tanks, awnings, canopies, marquees, signs, lighting fixtures, handrails, guardrails and utility connections shall be in good repair, and shall comply with all other provisions of this Code.~~

~~Sec. 14-207. Accessory improvements.~~

~~All accessory improvements located on a property, including but not limited to walkways, driveways, parking areas, storm drains, parking bumpers, steps, handrails, guardrails, signs, lighting fixtures, poles, fences, walls, tanks and antennae shall be in good repair and shall comply with all other provisions of this Code.~~

~~Sec. 14-208. Outdoor storage.~~

~~Outdoor storage of materials of value shall not be permitted to be located between the street and the building and not closer than three (3) feet to any side or rear lot line. Materials of value shall be stored in a safe and sanitary manner, shall not be scattered about and shall not have openings nor be stacked in a manner which may provide harborage for vermin.~~

~~Sec. 14-209. Trees and shrubs.~~

~~No tree or shrub shall be allowed to damage a building or block safe vision or access to a sidewalk, drive or street. No dead tree shall be permitted on any property regulated by this article.~~

~~Sec. 14-210. Health and sanitation.~~

~~All exterior areas shall be sanitary and free of trash and garbage.~~

Sec. 14-~~202~~211. Tenant responsibility for maintenance.

A tenant shall be responsible for maintaining the health, sanitation and storage standards of this division on that portion of the premises controlled exclusively by the tenant.

Sec. 14-~~203~~212. Owner responsibility for maintenance.

The owner of a building shall be responsible for complying with the maintenance standards set forth in this article.

Sec. 14-~~204~~213. Good workmanship.

Additions, replacements, repairs or changes made to buildings, accessory buildings, appurtenances or facilities regulated by this article shall be made with good workmanship.

Sec. 14-~~205~~214. Exterior security lighting.

An exterior light fixture in good repair shall be provided adjacent to each entryway and exit located at the side or rear of a building having electrical service. Such light fixture shall illuminate between dusk to dawn daily.

Sec. 14-~~206~~215. Street address visible.

Street addresses shall be provided for any building regulated by this article so as to identify the building from an adjacent public street or alleyway and in accordance with this Code.

Sec. 14-~~207~~216. Vacant building identification.

An identification sign in good repair and visible from the street, measuring at least 8.5 inches by 11 inches, shall be affixed to a vacant unoccupied building regulated by this article. Such sign shall provide the name and phone number of the property owner or other responsible person to be contacted regarding maintenance or an emergency.

Secs. 14-~~208~~217—14-300. – Reserved.

Section 3. Effective Date.

This Ordinance takes effect in thirty (30) days from date of final adoption.

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MEMO TO: Honorable Mayor and City Councilmembers

FROM: Jacqueline Austin, Chair of the Downtown Development Authority Board of Directors, on behalf of the Downtown Development Authority Board of Directors

DATE: May 24, 2022

SUBJECT: Approve a resolution authorizing the levy of a millage in the amount 1.9996 mills on parcels in the DDA District for fiscal year 2022-2023.

Recommendation: Approve a resolution from the Downtown Development Authority authorizing the levy of a millage in the amount of 1.9996 mills on parcels in the DDA District for fiscal year 2022-2023.

The levy is pursuant to Act 57 of the Public Acts of 2018 as last amended which authorizes a levy by the City of an ad valorem tax of up to 2 mills upon taxable real and tangible personal property not exempt by law. The millage, only levied on parcels in the DDA District, represents roughly 40% of the total revenues to the DDA with the balance of funds derived from contributions and sponsorships. The millage is used for the operation of the DDA and effectuation of DDA Board goals. The 1.9996 millage remains unchanged from years past.

Attached is a memo and support documentation from Cory Mays regarding the DDA millage for fiscal year 2022-2023. The DDA board voted unanimously in support of this millage renewal at their May 12th, 2022 board meeting.

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

JA



MEMO TO: Jackson Downtown Development Authority Board of Directors

FROM: Cory Mays, Executive Director, Downtown Development Authority

DATE: May 12, 2022

RECOMMENDATION: **Approve a resolution authorizing the levy of a millage in the amount of 1.9996 mills on parcels in the DDA District for the fiscal year 2022-2023.**

SUMMARY

The levy is pursuant to Act 57 of the Public Acts of 2018, as last amended, which authorizes a levy by the City of an ad valorem tax of up to 2 mills upon taxable real and tangible personal property not exempt by law.

DISCUSSION OF THE ISSUE

The millage, only levied on parcels in the DDA District, represents roughly 40% of the total revenues to the DDA with the balance of funds derived from contributions and sponsorships. The millage is used for the operation of the DDA and effectuation of DDA Board goals.

POSITION

I recommend approval of a resolution authorizing the levy of a millage of 1.9996 mills on parcels in the DDA District for the fiscal year 2022-2023.

RESOLUTION

BY THE CITY COUNCIL

WHEREAS, Act 197 of the Public Acts of 1975 as last amended authorized a levy by the City of an ad valorem tax of up to 2 mills upon taxable real and tangible personal property not exempt by law in the Downtown Development Authority District; and

WHEREAS, the Downtown Development Authority has requested the City Council to approve and authorize such a levy of 1.9996 mills in the Downtown Development Authority District; and

WHEREAS, it appears to the City Council that the levy of said tax is necessary for the proper administration and operation of the Downtown Development Authority.

NOW, THEREFORE, BE IT RESOLVED, that the Jackson City Council approves and orders the levy of a property tax of 1.9996 mills upon all taxable real and tangible personal property not exempt by law in the Downtown Development Authority District qualified under Act 198 of 1974; and

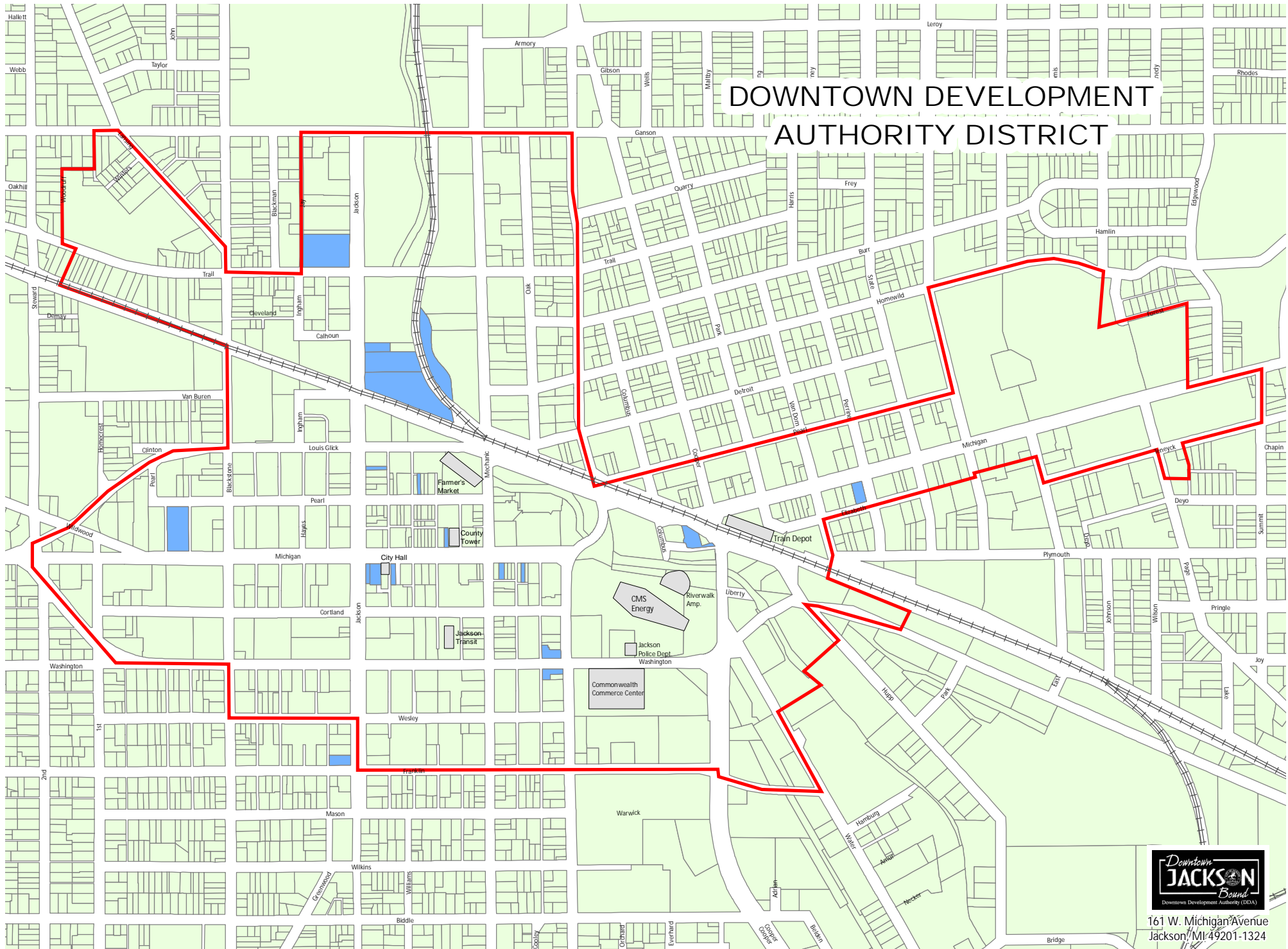
BE IT FURTHER RESOLVED, that it is ordered that an industrial facilities tax be levied upon the taxable valuation of all industrial property in the Downtown Development Authority District qualified under Act 198 of 1974; and

BE IT FURTHER RESOLVED, that it is ordered that lessees or users of tax exempt property be levied a tax on the taxable valuation of all property qualified under Act 189 of 1953 which is located in the Downtown Development Authority District; and

BE IT FURTHER RESOLVED, that the staff and officials of the City of Jackson are hereby directed to collect the tax at the same time and in the same manner as it collect is property taxes and to pay such funds as may be collect under such levy to the Treasurer of the Downtown Development Authority for crediting to the general fund of the Authority.

* * * * *

DOWNTOWN DEVELOPMENT AUTHORITY DISTRICT



161 W. Michigan Avenue
Jackson, MI 49201-1324

MEMO TO: Mayor and City Councilmembers
FROM: Jonathan Greene, City Manager
DATE: May 24, 2022
SUBJECT: **Changes to the Standard Lighting Contract for streetlights with Consumers Energy for the addition of one new streetlight**

Recommendation:

Approve the Resolution for Changes to the Standard Lighting Contract for one streetlight with Consumers Energy and authorize the Mayor and City Clerk to execute the appropriate documents.

Attached is a report from Jon Dowling, City Engineer accompanied by a resolution, contract change authorization form, invoice, and plan sheet from Consumers Energy regarding the addition of one new streetlight across from 1239 Loeser Avenue.

I recommend adoption of the resolution for the change to the Standard Lighting Contract for streetlights with Consumers Energy to allow for the installation of one streetlight, authorization for associated form execution, and invoice payment. Your consideration and concurrence is appreciated.

JG

DEPARTMENTAL REPORT

MEMO TO: Jonathan Greene, City Manager
FROM: Jon H. Dowling, P.E., City Engineer
DATE: May 24, 2022

RECOMMENDATION: Approve the Resolution for Changes to the Standard Lighting Contract for one streetlight with Consumers Energy and authorize the Mayor and City Clerk to execute the appropriate documents.

SUMMARY

The City has requested that Consumers Energy install one (1) new streetlight across from 1239 Loeser Avenue. Attached is an Authorization for Change in Standard Lighting Contract form, a Resolution for City Council Adoption, an invoice for \$100 and additional information from Consumers.

BUDGETARY CONSIDERATIONS

The estimated installation charge for the new streetlight is \$100.

HISTORY, BACKGROUND and DISCUSSION

The request for this streetlight was based on a resident's concern for the dark area on Loeser Avenue.

DISCUSSION OF THE ISSUE

The City of Jackson is responsible for the streetlight system within the City. The City contracts with Consumers Energy to provide streetlights on their wood utility poles within the City's neighborhoods.

POSITIONS

I request approval of the attached Resolution for Changes to the Standard Lighting Contract for one streetlight with Consumers Energy and authorization for the City Manager and City Clerk to execute the appropriate documents.

ATTACHMENTS



A CMS Energy Company

CEM Support Center

Consumers Energy, CEM Support Center, Lansing Service Center, Rm. 122, 530 W. Willow St., P.O. Box 30162 Lansing, MI 48909-7662

May 11, 2022

NOTIFICATION #:
1061855745

CITY OF JACKSON
161 W MICHIGAN AVE
JACKSON, MI 49201-1315

REFERENCE: ACROSS FROM 1239 LOESER AVE, JACKSON

Dear Valued Customer,

Thank you for contacting Consumers Energy for your energy needs. Please note the Notification Number above and include it on any correspondence you send. Please note the Account Number, located above the Account Name on your invoice, when submitting payment.

Enclosed for approval and signature is the original Authorization for Change and Resolution covering the replacement and/or installation of streetlight(s). You are responsible for the final restoration.

The estimated cost for your energy request is as follows:

Non Refundable Agreement for Installation of Electric Facilities:

Winter Construction Costs:	\$ -
Installation Charge:	\$ 100.00
Additional Costs	
Total Estimated Cost:	\$ 100.00
Less Prepayment Received:	\$ -
Total Estimated Cost Due:	\$ 100.00

Please sign and return the original Authorization for Change and Resolution in the enclosed self-addressed envelope or email to: POBoxCEServiceRequest@cmsenergy.com. Payment in full is required before the installation can be scheduled for construction.

Please review all attached materials carefully and direct inquiries for your request to:

Kristen Greenwood at (844) 316-9537



CITY OF JACKSON
161 W MICHIGAN AVE
JACKSON MI 49201-1315

Amount Due: \$100.00
Please pay by: May 25, 2022

Invoice Number	9322826651
PO Number	
PO Date	
Bill Date	05/11/22

Account: 3000 1987 0124

ACROSS FROM 1239 LOESER AVE JACKSON - STREETLIGHTING - NOTIFICATION NUMBER (S): 1061855745 -

NONENERGY INVOICE

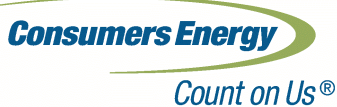
DESCRIPTION	QUANTITY	UNIT PRICE	AMOUNT
Electric Streetlights-CIAC	1.0 EA	\$100.00	\$100.00
TOTAL DUE:			\$100.00

See Page 2 for Payment Options.

Consumers Energy is regulated by the Michigan Public Service Commission, Lansing, Michigan

INVOICE QUESTIONS - Contact: Kristen Greenwood -(844) 316-9537 -

Fold, detach and mail this stub with your check made payable to Consumers Energy. Please write your account number on your check.



CONSUMERS ENERGY
CEM Support Ctr - Lansing RM 122
PO Box 30162
Lansing, MI 48909-7662

PREPAYMENT REQUEST

Account: 3000 1987 0124

Amount Due: \$100.00
Please pay by: May 25, 2022
Enclosed:

6 330032100168 000000100008 0000 2056 0 300019870124 H



**AUTHORIZATION FOR CHANGE IN
STANDARD LIGHTING CONTRACT
(COMPANY-OWNED) FORM 547**

Contract Number: 103033105687

Consumers Energy Company is authorized as of _____, by the City of JACKSON, to make changes, as listed below, in the lighting system(s) covered by the existing Standard Lighting Contract between the Company and the City of JACKSON, dated 10/1/2018.

Lighting Type:

General Unmetered Light Emitting Diode Lighting Rate GU-LED

Notification Number(s):

1061855745

Construction Work Order Number(s):

Except for the changes in the lighting system(s) as herein authorized, all provisions of the aforesaid Standard Lighting Contract dated 10/1/2018 shall remain in full force and effect.

City of JACKSON

By:

(Signature)

(Printed)

Its

(Title)

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.

RESOLUTION

RESOLVED, that it is hereby deemed advisable to authorize Consumers Energy Company to make changes in the lighting service as provided in the Standard Lighting Contract between the Company and the City of JACKSON, dated 10/1/2018, in accordance with the Authorization for Change in Standard Lighting Contract dated _____,

heretofore submitted to and considered by this commission council board ;and

RESOLVED, further, that the _____ Clerk be and are authorized to execute such authorization for change on the behalf of the City.

STATE OF MICHIGAN
COUNTY OF Jackson

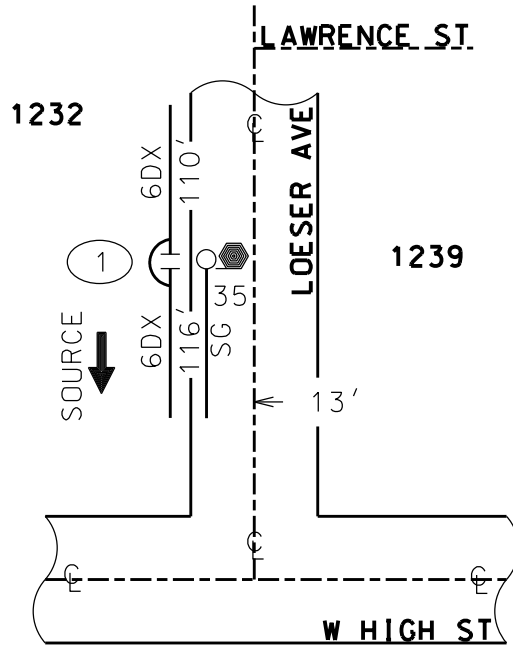
I, _____, Clerk of the City of JACKSON, do hereby certify that the foregoing resolution was duly adopted by the commission council board of said municipality, at the meeting held on _____.

Dated:

Municipal Customer Type: City

GENERAL UNMETERED LIGHT EMITTING DIODE LIGHTING RATE GU-LED

<i>Number of Luminaires</i>	<i>Nominal Watts</i>	<i>Luminaire Type</i>	<i>Fixture Type</i>	<i>Fixture Style</i>	<i>Install Remove</i>	<i>Location</i>
1	<u>40</u>	<u>LED</u>	<u>Cobrahead</u>	<u>Cutoff</u>	<u>Install</u>	1239 LOESER AVE, JACKSON



① INSTALL
 6' BRACKET
 40W LED COBRAHEAD
 FIGURE 42-103-1
 MOUNT AT 25'
 BOND BRACKET
 FIGURE 42-105-1

		METER NUMBER			METER ORDER NUMBER					CONSUMERS ENERGY CONTACTS				
		---			---					DEPARTMENT	NAME	NUMBER		
		---			READ					COORDINATOR	KRISTEN GREENWOOD	269-986-7352		
SUBSTATION		WD NO.		METER LOCATION			---					DESIGNER	EDDIE HAIRE	517-262-1473
MORRELL		0392		---			1239 LOESER AVE, JAC ECNC STLT							
CIRCUIT		CKT NO.	LCP NO.	TLM NUMBER	# OF RODS	OHMS	CM NO.100006885538				JOB PURPOSE:			
WEST AVENUE		02	0924	5301033313			ORDER TYPE	MAT. TYPE	NOTIFICATION NUMBER	DESIGN NUMBER	ORDER NUMBER	CITY OF JACKSON REQUESTING NEW STREETLIGHT		
							ECNC	STL	1061855745	11386647		UPSTREAM SECTIONALIZING DEVICE: 0172-150A		
				CE STAKING REQ'D <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No								LOCATION: HIGH ST E/O WEST AVE		
				FORESTRY REQ'D <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No										
SHEET A		SHEET 1 OF 1		SCALE 1"=100'		JACKSON		CO		SUMMIT		TWP T 03S R 01W SEC. 03		



MEMO TO: Mayor and City Councilmembers

FROM: Jonathan Greene, City Manager

DATE: May 24, 2022

SUBJECT: **Changes to the Standard Lighting Contract for streetlights with Consumers Energy for one removal, one replacement and five installations of new streetlights.**

Recommendation:

Approve the Resolutions for Changes to the Standard Lighting Contract for streetlights with Consumers Energy and authorize the Mayor and City Clerk to execute the appropriate documents.

Attached is a report from Jon Dowling, City Engineer accompanied by two resolutions, two contract change authorization forms, an invoice, and plan sheets from Consumers Energy regarding one removal, one replacement and five new streetlight installations.

I recommend adoption of the resolutions for the changes to the Standard Lighting Contract for streetlights with Consumers Energy, authorization for associated form execution, and invoice payment. Your consideration and concurrence is appreciated.

JG

DEPARTMENTAL REPORT

MEMO TO: Jonathan Greene, City Manager
FROM: Jon H. Dowling, P.E., City Engineer
DATE: May 24, 2022

RECOMMENDATION: Approve the Resolution for Changes to the Standard Lighting Contract for streetlights with Consumers Energy and authorize the Mayor and City Clerk to execute the appropriate documents.

SUMMARY

The City has requested that Consumers Energy perform one replacement and one removal of streetlights on W. High Street, and five (5) installations of new streetlights on W. High Street and on Randolph Street. Attached are Authorizations for Change in Standard Lighting Contract forms, Resolutions for City Council Adoption, an invoice for \$300 and additional information from Consumers.

BUDGETARY CONSIDERATIONS

The estimated installation charge for the replacement, removal and installation of new streetlights is \$300.

HISTORY, BACKGROUND and DISCUSSION

Engineering has been working to improve the crosswalks at the offset intersection of S. Jackson Street and W. High Street. Part of this work is to remove the center span streetlight and install two streetlights, one at each leg of Jackson St. Two of the streetlights are on Randolph Street between Jackson and Maple Avenue to add mid-block lights in that neighborhood. The last light in this request is at Randolph and High where the roadway was realigned to remove the boulevard on Randolph in Sparks Park.

DISCUSSION OF THE ISSUE

The City of Jackson is responsible for the streetlight system within the City. The City contracts with Consumers Energy to provide streetlights on their wood utility poles within the City's neighborhoods.

POSITIONS

I request approval of the attached Resolutions for Changes to the Standard Lighting Contract for one removal, one replacement and five installations of streetlights with Consumers Energy and authorization for the City Manager and City Clerk to execute the appropriate documents.

ATTACHMENTS



A CMS Energy Company

CEM Support Center

Consumers Energy, CEM Support Center, Lansing Service Center, Rm. 122, 530 W. Willow St., P.O. Box 30162 Lansing, MI 48909-7662

April 4, 2022

NOTIFICATION #:
1060425759

CITY OF JACKSON
161 W MICHIGAN AVE
JACKSON, MI 49201-1315

REFERENCE: RANDOLPH ST AND W HIGH ST, JACKSON

Dear Valued Customer,

Thank you for contacting Consumers Energy for your energy needs. Please note the Notification Number above and include it on any correspondence you send. Please note the Account Number, located above the Account Name on your invoice, when submitting payment.

Enclosed for approval and signature is the original Authorization for Change and Resolution covering the replacement and/or installation of streetlight(s). You are responsible for the final restoration.

The estimated cost for your energy request is as follows:

Non Refundable Agreement for Installation of Electric Facilities:

Winter Construction Costs:

\$ -

Installation Charge:

\$ 300.00

Additional Costs

Total Estimated Cost:

\$ 300.00

Less Prepayment Received:

\$ -

Total Estimated Cost Due:

\$ 300.00

Please sign and return the original Authorization for Change and Resolution in the enclosed self-addressed envelope or email to: POBoxCEServiceRequest@cmsenergy.com. Payment in full is required before the installation can be scheduled for construction.

Please review all attached materials carefully and direct inquiries for your request to:

Kristen Greenwood at (844) 316-9537



CITY OF JACKSON
161 W MICHIGAN AVE
JACKSON MI 49201-1315

Amount Due: \$300.00
Please pay by: April 18, 2022

▶ Invoice Number	9322618391
PO Number	
PO Date	
Bill Date	04/04/22

▶ **Account: 3000 1975 5044** ◀

▶ RANDOLPH ST AND W HIGH ST JACKSON - STREETLIGHTING - NOTIFICATION NUMBER (s): 1060425759 -

NONENERGY INVOICE

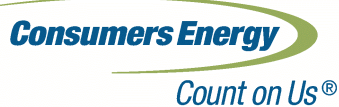
DESCRIPTION	QUANTITY	UNIT PRICE	AMOUNT
Electric Streetlights-CIAC	3.0 EA	\$100.00	\$300.00
TOTAL DUE:			\$300.00

See Page 2 for Payment Options.

Consumers Energy is regulated by the Michigan Public Service Commission, Lansing, Michigan

INVOICE QUESTIONS - Contact: Kristen Greenwood -(844) 316-9537 -

Fold, detach and mail this stub with your check made payable to Consumers Energy. Please write your account number on your check.



CONSUMERS ENERGY
CEM Support Ctr - Lansing RM 122
PO Box 30162
Lansing, MI 48909-7662

PREPAYMENT REQUEST

Account: 3000 1975 5044

Amount Due: \$300.00
Please pay by: April 18, 2022
▶ **Enclosed:**

6 330031894201 000000300004 0000 2056 8 300019755044 H



**AUTHORIZATION FOR CHANGE IN
STANDARD LIGHTING CONTRACT
(COMPANY-OWNED) FORM 547**

Contract Number: 100000287787

Consumers Energy Company is authorized as of _____, by the City of JACKSON, to make changes, as listed below, in the lighting system(s) covered by the existing Standard Lighting Contract between the Company and the City of JACKSON, dated 6/1/2010.

Lighting Type:

General Service Unmetered Lighting Rate GUL, Standard High Intensity Discharge

Notification Number(s):

1060425759

Construction Work Order Number(s):

Except for the changes in the lighting system(s) as herein authorized, all provisions of the aforesaid Standard Lighting Contract dated 6/1/2010 shall remain in full force and effect.

City of JACKSON

By:

(Signature)

(Printed)

Its

(Title)

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.

RESOLUTION

RESOLVED, that it is hereby deemed advisable to authorize Consumers Energy Company to make changes in the lighting service as provided in the Standard Lighting Contract between the Company and the City of JACKSON, dated 6/1/2010, in accordance with the Authorization for Change in Standard Lighting Contract dated _____,

heretofore submitted to and considered by this commission council board ;and

RESOLVED, further, that the _____ Clerk be and are authorized to execute such authorization for change on the behalf of the City.

STATE OF MICHIGAN
COUNTY OF Jackson

I, _____, Clerk of the City of JACKSON, do hereby certify that the foregoing resolution was duly adopted by the commission council board of said municipality, at the meeting held on _____.

Dated:

Municipal Customer Type: City

GENERAL SERVICE UNMETERED LIGHTING RATE GUL, STANDARD HIGH INTENSITY DISCHARGE

<i>Number of Luminaires</i>	<i>Nominal Watts</i>	<i>Luminaire Type</i>	<i>Fixture Type</i>	<i>Fixture Style</i>	<i>Install Remove</i>	<i>Location</i>
1	<u>250</u>	<u>HPS</u>	<u>Center Suspension</u>	<u>NA</u>	<u>Remove Replace</u>	1012 W HIGH ST
1	<u>150</u>	<u>HPS</u>	<u>Center Suspension</u>	<u>NA</u>	<u>Remove</u>	W HIGH ST & JACKSON ST



**AUTHORIZATION FOR CHANGE IN
STANDARD LIGHTING CONTRACT
(COMPANY-OWNED) FORM 547**

Contract Number: 103033105687

Consumers Energy Company is authorized as of _____, by the City of JACKSON, to make changes, as listed below, in the lighting system(s) covered by the existing Standard Lighting Contract between the Company and the City of JACKSON, dated 10/1/2018.

Lighting Type:

General Unmetered Experimental Lighting Rate GU-XL

Notification Number(s):

1060425759

Construction Work Order Number(s):

Except for the changes in the lighting system(s) as herein authorized, all provisions of the aforesaid Standard Lighting Contract dated 10/1/2018 shall remain in full force and effect.

City of JACKSON

By:

(Signature)

(Printed)

Its

(Title)

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.

RESOLUTION

RESOLVED, that it is hereby deemed advisable to authorize Consumers Energy Company to make changes in the lighting service as provided in the Standard Lighting Contract between the Company and the City of JACKSON, dated 10/1/2018, in accordance with the Authorization for Change in Standard Lighting Contract dated _____,

heretofore submitted to and considered by this commission council board ;and

RESOLVED, further, that the _____ Clerk be and are authorized to execute such authorization for change on the behalf of the City.

STATE OF MICHIGAN
COUNTY OF Jackson

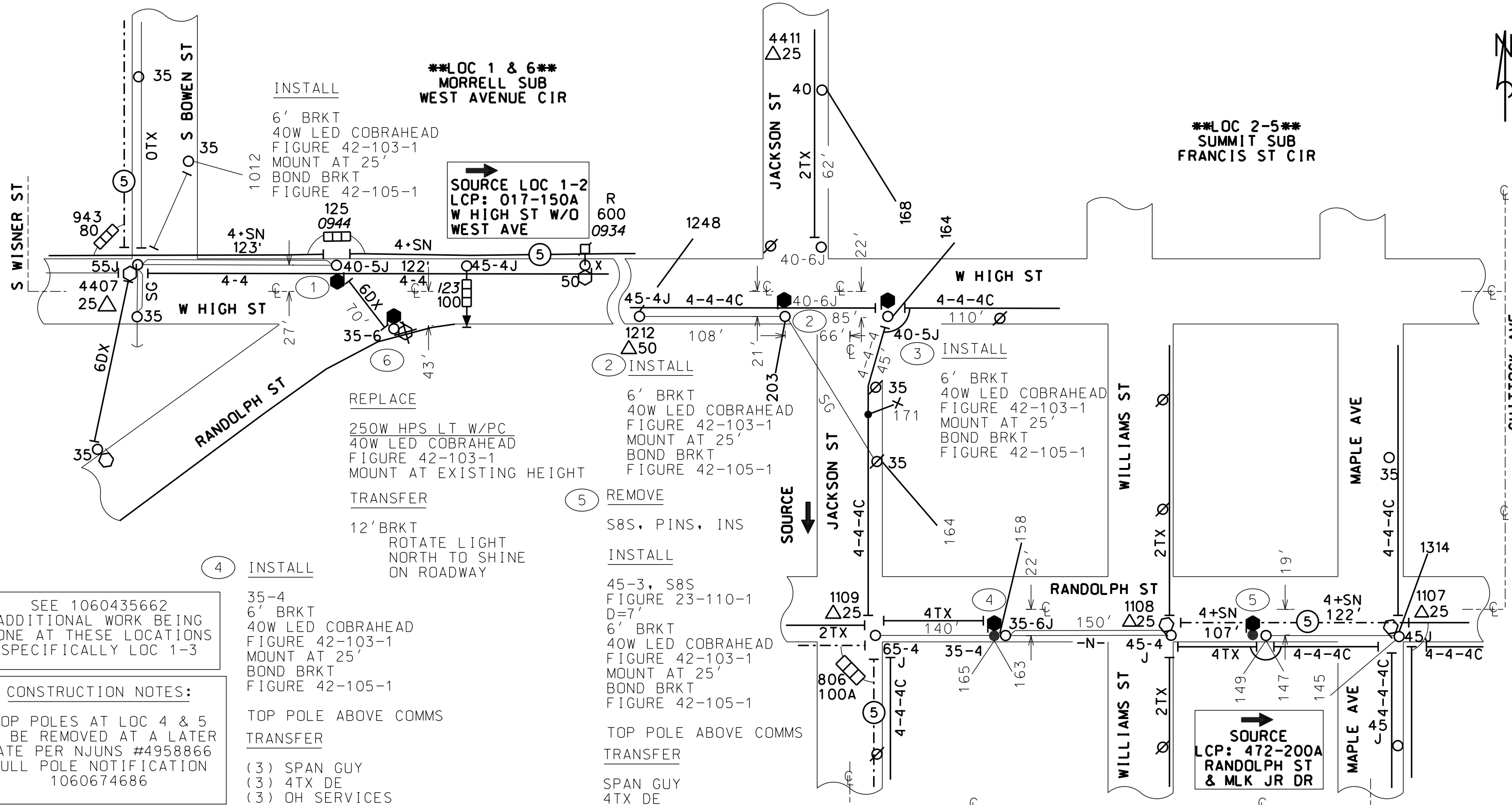
I, _____, Clerk of the City of JACKSON, do hereby certify that the foregoing resolution was duly adopted by the commission council board of said municipality, at the meeting held on _____.

Dated:

Municipal Customer Type: City

GENERAL UNMETERED EXPERIMENTAL LIGHTING RATE GU-XL

<i>Number of Luminaires</i>	<i>Nominal Watts</i>	<i>Luminaire Type</i>	<i>Fixture Type</i>	<i>Fixture Style</i>	<i>Install Remove</i>	<i>Location</i>
1	<u>54</u>	<u>LED</u>	<u>Cobrahead</u>	<u>Cutoff</u>	<u>Install</u>	1012 W HIGH ST
1	<u>54</u>	<u>LED</u>	<u>Cobrahead</u>	<u>Cutoff</u>	<u>Install</u>	INTERSECTION W HIGH ST & JACKSON ST
1	<u>54</u>	<u>LED</u>	<u>Cobrahead</u>	<u>Cutoff</u>	<u>Install</u>	INTERSECTION W HIGH ST & JACKSON ST
1	<u>54</u>	<u>LED</u>	<u>Cobrahead</u>	<u>Cutoff</u>	<u>Install</u>	163 RANDOLPH ST
1	<u>54</u>	<u>LED</u>	<u>Cobrahead</u>	<u>Cutoff</u>	<u>Install</u>	149 RANDOLPH ST



****LOC 1 & 6**
MORRELL SUB
WEST AVENUE CIR**

****LOC 2-5**
SUMMIT SUB
FRANCIS ST CIR**

**SOURCE LOC 1-2
LCP: 017-150A
W HIGH ST W/O
WEST AVE**

**SOURCE
LCP: 472-200A
RANDOLPH ST
& MLK JR DR**

SEE 1060435662
ADDITIONAL WORK BEING
DONE AT THESE LOCATIONS
SPECIFICALLY LOC 1-3

CONSTRUCTION NOTES:
TOP POLES AT LOC 4 & 5
TO BE REMOVED AT A LATER
DATE PER NJUNS #4958866
PULL POLE NOTIFICATION
1060674686

35-4
6' BRKT
40W LED COBRAHEAD
FIGURE 42-103-1
MOUNT AT 25'
BOND BRKT
FIGURE 42-105-1

TOP POLE ABOVE COMMS
TRANSFER
(3) SPAN GUY
(3) 4TX DE
(3) OH SERVICES

REPLACE
250W HPS LT W/PC
40W LED COBRAHEAD
FIGURE 42-103-1
MOUNT AT EXISTING HEIGHT

TRANSFER
12' BRKT
ROTATE LIGHT
NORTH TO SHINE
ON ROADWAY

INSTALL
6' BRKT
40W LED COBRAHEAD
FIGURE 42-103-1
MOUNT AT 25'
BOND BRKT
FIGURE 42-105-1

TRANSFER
TOP POLE ABOVE COMMS
SPAN GUY
4TX DE
(3) SEC WR
(2) OH SERVICES
SEC JUMPER

MISS DIG System, Inc.
1-800-482-7171



SUBSTATION		WD NO.
SUMMIT		Q213
CIRCUIT	CKT NO.	LCP NO.
FRANCIS STREET	02	
Consumers Energy <small>A CMS Energy Company</small> ELECTRIC		
CE STAKING REQ'D		<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
FORESTRY REQ'D		<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No

TLM NUMBER	# OF RODS	OHMS	RANDOLPH ST & W HIGH ST, JAC - ECNC/STL		
53010344			CM NO. 100006697460		
ORDER TYPE	MAT. TYPE	NOTIFICATION NUMBER	DESIGN NUMBER	ORDER NUMBER	
ECNC	STL	1060425759	11331989		

JOB PURPOSE:
CUSTOMER REQUESTED
NEW STREETLIGHTS AT
MULTIPLE LOCATIONS

UPSTREAM PROTECTIVE DEVICE:
VARIOUS

LOCATION:
SEE PRINT

CONSUMERS ENERGY CONTACTS			
DEPARTMENT	NAME	NUMBER	ALTERNATE
COORDINATOR	KRISTEN GREENWOOD	269-986-1352	
DESIGNER	BRENT MARSHALL	517-315-2570	

SHEET B SHEET 1 OF 1 SCALE 1"=100'

JACKSON CO SUMMIT TWP T 03S R 01W SEC. 03

CITY COUNCIL MEETING
May 24, 2022

MEMO TO: Mayor and City Councilmembers
FROM: Jonathan Greene, City Manager
DATE: May 24, 2022
SUBJECT: PROPOSED ANNUAL BUDGET RESOLUTION FOR FISCAL YEAR 2022/23

Recommendation:

Adoption of Annual Budget Resolution for Fiscal Year 2022/23.

Attached is a memo from Philip Hones regarding the adoption of the proposed Annual Budget Resolution.

I recommend adoption of this Resolution. Your consideration and concurrence is appreciated.

PHB

DEPARTMENTAL REPORT

MEMO TO: Jonathan Greene, City Manager
FROM: Philip Hones, Finance Director
DATE: May 24, 2022
RECOMMENDATION: **Adoption of Annual Budget Resolution Fiscal Year 2022/23:**

SUMMARY

Attached is the proposed Annual Budget Resolution for fiscal year 2022/23 which is scheduled for adoption at the City Council meeting of May 24th.

The Annual Budget Resolution:

- 1) Adopts the fiscal year 2022/23 budget for all City funds (except for the CDBG Funds, which are adopted separately),
- 2) Amends the current fiscal year 2021/22 budget to those amounts projected, and
- 3) Orders the levy of City tax rates on the taxable value of all classes of property for tax year 2022.

BUDGETARY CONSIDERATIONS

This Annual Budget Resolution adopts the City Budget for 2022/23 and amends the current year 2021/22, budget as indicated above.

HISTORY, BACKGROUND and DISCUSSION

Section 13.3 of the City Charter requires that the City Manager “shall prepare and submit to the mayor and the council, on or before the first regular council meeting of May in each year, a recommended annual budget covering the next fiscal year.” The City Council's responsibilities, as provided by City Charter Section 13.4 and 13.5, are as follows:

- A. To hold a public hearing on the recommended budget, notice of which shall be published at least five days prior to the hearing (*Notice of the Public Hearing was published 4/24/22; the Public Hearing was held 5/10/22*).
- B. No sooner than seven (7) days after the public hearing, but not later than May 31st, adopt, by resolution, the annual budget for the next fiscal year. (*Adoption of this Resolution on May 24th will meet this requirement*).
- C. Publish the annual budget resolution, as adopted, on or before July 1st of each year.

DISCUSSION OF THE ISSUE

The Annual Budget Resolution submitted for adoption includes Attachment A, revenue summary and Attachment B, expenditure summary, which are, with the exception noted below, as contained in the City Manager's "**Proposed Budget for the Fiscal Year Ended June 30, 2023**" notebook.

Attachment B was amended to reflect:

- 1) The recent City Council approval for the repair of the Fire Department parking lot in the bid amount of \$ 537,000. This initial 2021/22 projected budget for this item was \$ 337,900. Attached is the excerpt from the 4/17/22 meeting related to this bid award.
- 2) The addition of \$ 7,500 to the 2021/22 projected City Clerk – Elections budget for cost associated with the recent redistricting. The City Clerks' email request regarding this is attached.

POSITIONS

Recommend adoption of the Annual Budget Resolution.

ATTACHMENTS

L. Parking Lot Construction at Jackson Fire Department Station #1

Recommendation: *Approval of an award for a contract to repair the parking lot for the Jackson Fire Department's Central Station at 518 N. Jackson St, to the Isabella Corporation of Mt. Pleasant, Michigan, for \$537,000; authorization for the Mayor and City Clerk to execute the appropriate document(s) in accordance with the Purchasing Agent.*

Motion was made by Councilmember Schlecte, seconded by Councilmember Gunn to award a contract to repair the parking lot for the Jackson Fire Department's Central Station at 518 N. Jackson St, to the Isabella Corporation of Mt. Pleasant, MI for \$537,000 and authorization for the Mayor and City Clerk to execute the appropriate document(s) in accordance with the Purchasing Agent. Vote - Yeas: Mayor Mahoney, Vice Mayor Robinson, Councilmembers Dancy, Gunn, Schlecte, and Forgrave (6). Nays: none. Motion carried.



The foregoing is an excerpt from the
City Council Proceedings of
April 19, 2022

A handwritten signature in black ink, appearing to read "Andrea Muray".

Andrea Muray, City Clerk

Phil Hones

From: Andrea Muray
Sent: Wednesday, May 4, 2022 1:15 PM
To: Phil Hones
Subject: RE: projected budget 21/22

Thanks.

From: Phil Hones <phones@cityofjackson.org>
Sent: Wednesday, May 4, 2022 1:15 PM
To: Andrea Muray <amuray@cityofjackson.org>
Cc: Heather Ehnis <hehnis@cityofjackson.org>
Subject: RE: projected budget 21/22

I can show the change in the final budget resolution for the annual budget to be adopted May 24th. That amendment not only adopts the budget for FY 22/23 but amends the current projected budget.

This email should be sufficient and I will attach it to the Resolution.

Phil

From: Andrea Muray <amuray@cityofjackson.org>
Sent: Wednesday, May 4, 2022 1:08 PM
To: Phil Hones <phones@cityofjackson.org>
Subject: projected budget 21/22

As a result of redistricting, we now have a major expense that will go on this year's budget. When I submitted the budget paperwork I had reduced account 101-262-000-900.000 from 19.5K to 12K. I am going to need to revert it back to the original request. Will I need to do a budget amendment?

ANNUAL BUDGET RESOLUTION

BY THE CITY COUNCIL:

WHEREAS, prior to the first regular council meeting in May, the City Manager has submitted to the City Council an estimate of the revenues and expenditures of the City of Jackson for the period from July 1, 2022, through June 30, 2023, from detailed information furnished to him by the several departments of the City, and has made recommendations as to the amounts to be appropriated to each of the various funds provided for in the City Charter, and

WHEREAS, the City Council has prepared an Annual Budget for said period which is annexed hereto, and held a duly scheduled public hearing at least seven days prior to the consideration of this Resolution;

NOW, THEREFORE, BE IT RESOLVED, that the Annual Budget of the City for the period from July 1, 2022 to June 30, 2023, including Attachment A, revenue summary, and Attachment B, expense summary, representing the various budgetary centers as defined by P.A. 621 of 1978, as last amended, is hereby adopted;

BE IT FURTHER RESOLVED, that the current fiscal year 2021/22 budget be amended to those amounts reflected in the 2021/22 Projected column as contained in those Attachments A and B.

BE IT FURTHER RESOLVED, that it is ordered that an ad valorem property tax as set forth below be levied upon the taxable valuation of all taxable real and personal property in the City of Jackson, which is estimated to be \$ 691,281,781.

BE IT FURTHER RESOLVED, that it is ordered that a tax as set forth below be levied upon the taxable valuation of all industrial property qualified under Act 198 of 1974, property qualified under the Neighborhood Enterprise Zone classification, property qualified under the Land Bank Authority classification, qualified under the Renaissance Zone classification and property qualified under the Obsolete Property Rehabilitation Act (O.P.R.A.) in the City of Jackson, which is estimated to be \$ 1,188,235.

General Operating	6.6828 mills
Public Improvements	1.9092 mills
City Hall Debt	.9500 mills
State Act 345 Police and Fire Pension	<u>8.7000 mills</u>
	<u>18.2420 mills</u>

* * * * *

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

I, Andrea Muray, City Clerk, in and for the City of Jackson, County and State aforesaid do hereby certify that the foregoing is a true and complete copy of a resolution adopted by the Jackson City Council on the 24th day of May, 2022.

IN WITNESS WHEREOF, I have hereunto
affixed my signature and the Seal of the City
of Jackson, Michigan, on this 25th day of
May, 2022.

_____ **City Clerk**

Attachment A
Revenue Summary for Fiscal Year 2022/23

Fund	2019/20 Actual	2020/21 Actual	2021/22 Budget	2021/22 Projected	2022/23 Proposed	2022/23 Adopted
101 General Fund:						
Property Taxes	9,870,857	10,169,694	10,411,253	10,493,690	10,423,356	10,423,356
Income Taxes	9,056,222	9,217,674	8,000,000	10,000,000	10,500,000	10,500,000
Licenses And Permits	314,806	373,098	241,325	401,544	367,025	367,025
Federal Grants	10,923	1,163,992	15,614	1,092,056	1,346,427	1,346,427
State Grants	5,227	3,797	6,110	3,100	3,185	3,185
State Revenue Sharing	4,399,955	5,082,835	4,809,762	4,637,283	5,028,914	5,028,914
Charges For Services	1,463,195	1,192,199	1,226,259	1,254,927	1,306,572	1,306,572
Fines And Forfeits	862,897	441,684	252,150	423,010	377,094	377,094
Investment Income	169,263	72,115	155,000	108,000	115,000	115,000
Contributions From Other Funds	145,883	113,522	2,036,750	117,000	120,000	120,000
Miscellaneous	199,360	1,746,692	186,430	513,369	225,323	225,323
	26,498,588	29,577,302	27,340,653	29,043,979	29,812,896	29,812,896
102 Budget Stabilization Fund						
Interest	33,808	20,101	36,000	22,000	25,000	25,000
	33,808	20,101	36,000	22,000	25,000	25,000
151 Cemetery Perpetual Maintenance:						
Charges For Goods And Services	32,349	36,513	32,846	32,000	32,000	32,000
Investment income	45,325	4,393	45,500	5,000	5,000	5,000
	77,674	40,906	78,346	37,000	37,000	37,000
155 Ella W. Sharp Endowment:						
Investment income	49,536	4,651	24,000	14,175	23,850	23,850
	49,536	4,651	24,000	14,175	23,850	23,850
160 Lloyd E. Mount Endowment:						
Investment income	18,997	1,362	7,000	5,466	7,000	7,000
	18,997	1,362	7,000	5,466	7,000	7,000
202 Major Street:						
Federal & State Grants	3,302,343	1,465,993	4,848,801	21,068,085	19,756,364	19,756,364
State Gas & Weight Tax	3,188,216	3,507,103	3,100,000	3,300,000	3,300,000	3,300,000
State Trunkline Maintenance	66,371	78,346	212,178	200,000	200,000	200,000
Interest	11,719	5,005	1,500	6,000	1,500	1,500
Miscellaneous	131,092	186,757	60,000	83,000	60,000	60,000
Contributions From Other Funds	3,788,662	2,684,119	455,355	781,498	935,645	935,645
	10,488,403	7,927,323	8,677,834	25,438,583	24,253,509	24,253,509
203 Local Street:						
State Gas & Weight Tax	967,180	1,063,987	825,000	870,000	870,000	870,000
Interest/Miscellaneous	25,536	74,202	1,500	2,000	1,500	1,500
Contributions From Other Funds	650,476	1,150,908	1,679,588	784,133	2,017,876	2,017,876
	1,643,192	2,289,097	2,506,088	1,656,133	2,889,376	2,889,376
208 Ella W. Sharp Park Operating:						
General	394,232	589,383	488,100	582,750	569,250	569,250
Golf Practice Center:	0	31,986	36,500	41,000	42,500	42,500
Sharp Park Mini-Golf Course	82,222	88,879	124,000	88,900	104,000	104,000
Parks & Facilities Maintenance	205,703	170,744	196,000	184,641	205,850	205,850
	682,157	880,992	844,600	897,291	921,600	921,600
218 Affordable Housing Development:						
Federal Grants	0	0	0	250,000	3,250,000	3,250,000
	0	0	0	250,000	3,250,000	3,250,000
245 Public Improvement:						
Property Taxes	1,186,374	1,199,426	1,171,500	1,227,146	1,263,500	1,263,500
Interest	15,504	3,292	10,000	5,000	6,000	6,000
	1,201,878	1,202,718	1,181,500	1,232,146	1,269,500	1,269,500

Attachment A
Revenue Summary for Fiscal Year 2022/23

Fund	2019/20 Actual	2020/21 Actual	2021/22 Budget	2021/22 Projected	2022/23 Proposed	2022/23 Adopted
246 Cortland St. Redevelopment Projects:						
Federal Grants	0	0	0	0	2,500,000	2,500,000
Interest & Miscellaneous	0	498,918	0	408	0	0
Contributions From Other Funds	1,073,881	0	0	0	0	0
	<u>1,073,881</u>	<u>498,918</u>	<u>0</u>	<u>408</u>	<u>2,500,000</u>	<u>2,500,000</u>
249 Building Department:						
Licenses, Permits & Fees	582,692	534,242	492,500	560,867	495,500	495,500
Interest & Miscellaneous	10,061	29,900	2,000	2,000	2,000	2,000
	<u>592,753</u>	<u>564,142</u>	<u>494,500</u>	<u>562,867</u>	<u>497,500</u>	<u>497,500</u>
251 Housing Code Enforcement:						
Charges For Goods And Services	734,552	1,050,161	880,000	772,880	1,080,500	1,080,500
Interest & Miscellaneous	54,988	104,555	63,000	63,000	63,000	63,000
Contributions From Other Funds	166,000	0	225,000	119,000	14,000	14,000
	<u>955,540</u>	<u>1,154,716</u>	<u>1,168,000</u>	<u>954,880</u>	<u>1,157,500</u>	<u>1,157,500</u>
252 Building Demolitions:						
Federal & State Grants	0	0	0	55,861	200,000	200,000
Demolitions	116,393	163,315	0	16,556	203,040	203,040
Interest & Miscellaneous	1,003	1,097	1,500	1,500	4,425	4,425
Contributions From Other Funds	0	0	0	120,000	0	0
	<u>117,396</u>	<u>164,412</u>	<u>1,500</u>	<u>193,917</u>	<u>407,465</u>	<u>407,465</u>
265 Drug Law Enforcement:						
Sale of Property	0	0	500	500	500	500
Interest & Miscellaneous	24,328	14,367	15,100	25,096	15,110	15,110
	<u>24,328</u>	<u>14,367</u>	<u>15,600</u>	<u>25,596</u>	<u>15,610</u>	<u>15,610</u>
272 SAFER Grant:						
Federal Grants	162,633	0	0	194,072	524,760	524,760
	<u>162,633</u>	<u>0</u>	<u>0</u>	<u>194,072</u>	<u>524,760</u>	<u>524,760</u>
273 Project Safe Neighborhood Grant:						
Federal Grants	0	13,486	111,565	55,901	120,969	120,969
	<u>0</u>	<u>13,486</u>	<u>111,565</u>	<u>55,901</u>	<u>120,969</u>	<u>120,969</u>
275 Byrne JAG Grant:						
Federal Grants	84,405	47,173	0	53,907	0	0
	<u>84,405</u>	<u>47,173</u>	<u>0</u>	<u>53,907</u>	<u>0</u>	<u>0</u>
278 Coronavirus Emerg. Suppl. Funding Prog.:						
Federal Grants	93,522	1,528	0	5,362	0	0
	<u>93,522</u>	<u>1,528</u>	<u>0</u>	<u>5,362</u>	<u>0</u>	<u>0</u>
279 American Rescue Plan Act:						
Federal Grants	0	0	16,017,651	200,000	200,000	200,000
	<u>0</u>	<u>0</u>	<u>16,017,651</u>	<u>200,000</u>	<u>200,000</u>	<u>200,000</u>
296 Recreation Activity:						
Charges For Goods And Services	162,916	86,435	212,800	167,000	207,000	207,000
Interest & Miscellaneous	3,470	5,417	4,000	1,000	1,000	1,000
	<u>166,386</u>	<u>91,852</u>	<u>216,800</u>	<u>168,000</u>	<u>208,000</u>	<u>208,000</u>
297 JPS Recreation Millage Program:						
Contributions From Local Units	630,228	608,860	645,000	645,000	675,000	675,000
Interest & Miscellaneous	509	41,817	500	1,000	1,000	1,000
	<u>630,737</u>	<u>650,677</u>	<u>645,500</u>	<u>646,000</u>	<u>676,000</u>	<u>676,000</u>
308 2020 Capital Improvement Bonds Debt Service:						
Contributions From Other Funds	0	223,626	223,533	223,533	223,702	223,702
	<u>0</u>	<u>223,626</u>	<u>223,533</u>	<u>223,533</u>	<u>223,702</u>	<u>223,702</u>
352 2017 Mich. Trans. Fund Bonds Debt Service:						
Contributions From Other Funds	759,186	760,448	761,350	761,350	761,890	761,890
	<u>759,186</u>	<u>760,448</u>	<u>761,350</u>	<u>761,350</u>	<u>761,890</u>	<u>761,890</u>

Attachment A
Revenue Summary for Fiscal Year 2022/23

Fund	2019/20 Actual	2020/21 Actual	2021/22 Budget	2021/22 Projected	2022/23 Proposed	2022/23 Adopted
367 2021 City Hall Refunding Debt Service:						
Property Taxes	0	63,929	678,600	691,964	666,500	666,500
Interest & Miscellaneous	0	0	2,000	1,500	1,500	1,500
Bond Proceeds	0	4,382,000	0	0	0	0
Contributions From Other Funds	0	207,767	0	0	0	0
	<u>0</u>	<u>4,653,696</u>	<u>680,600</u>	<u>693,464</u>	<u>668,000</u>	<u>668,000</u>
385 2016 Capital Improvement Bonds Debt Service:						
Contributions From Other Funds	140,863	142,186	143,275	143,275	144,087	144,087
	<u>140,863</u>	<u>142,186</u>	<u>143,275</u>	<u>143,275</u>	<u>144,087</u>	<u>144,087</u>
386 2018 Capital Improvement Bonds Debt Service:						
Contributions From Other Funds	1,432,375	1,438,000	1,443,000	1,443,000	1,410,000	1,410,000
	<u>1,432,375</u>	<u>1,438,000</u>	<u>1,443,000</u>	<u>1,443,000</u>	<u>1,410,000</u>	<u>1,410,000</u>
389 2017 BRA TIF Refunding Debt Service:						
Contributions From Other Funds	420,868	420,852	415,704	415,704	420,556	420,556
	<u>420,868</u>	<u>420,852</u>	<u>415,704</u>	<u>415,704</u>	<u>420,556</u>	<u>420,556</u>
391 2021 BRA TIF Refunding Debt Service:						
Bond Proceeds	0	4,272,000	0	0	0	0
Contributions From Other Funds	0	78,684	758,700	758,700	772,512	772,512
	<u>0</u>	<u>4,350,684</u>	<u>758,700</u>	<u>758,700</u>	<u>772,512</u>	<u>772,512</u>
394 2001 DDA TIF Debt Service:						
Contributions From Other Funds	2,330,750	2,460,750	2,597,987	2,597,987	2,735,750	2,735,750
	<u>2,330,750</u>	<u>2,460,750</u>	<u>2,597,987</u>	<u>2,597,987</u>	<u>2,735,750</u>	<u>2,735,750</u>
395 2019 DDA TIF Refunding Debt Service:						
Bond Proceeds	5,715,000	0	0	0	0	0
Contributions From Other Funds	107,667	206,687	205,630	205,630	209,573	209,573
	<u>5,822,667</u>	<u>206,687</u>	<u>205,630</u>	<u>205,630</u>	<u>209,573</u>	<u>209,573</u>
401 Capital Projects:						
Federal Grants	0	0	0	241,643	1,955,898	1,955,898
Contributions From Other Funds	155,105	141,975	0	0	0	0
Donations/Miscellaneous	48,351	70,315	500	250	500	500
	<u>203,456</u>	<u>212,290</u>	<u>500</u>	<u>241,893</u>	<u>1,956,398</u>	<u>1,956,398</u>
402 Water Equipment & Replacement:						
Federal Grants	0	0	0	1,118,327	390,000	390,000
Investment Income	66,531	17,393	22,511	33,700	34,711	34,711
Contributions From Other Funds	3,196,900	3,881,507	3,247,243	2,686,532	7,383,480	7,383,480
	<u>3,263,431</u>	<u>3,898,900</u>	<u>3,269,754</u>	<u>3,838,559</u>	<u>7,808,191</u>	<u>7,808,191</u>
403 Lead Service Line Replacement:						
Federal Grants	0	0	0	760,341	1,587,593	1,587,593
State Loan Program	0	0	482,096	0	0	0
Contributions From Other Funds	0	103,952	363,150	589,854	1,050,166	1,050,166
	<u>0</u>	<u>103,952</u>	<u>845,246</u>	<u>1,350,195</u>	<u>2,637,759</u>	<u>2,637,759</u>
404 Sanitary Sewer Maintenance:						
Interest & Miscellaneous	14	0	0	0	0	0
Contributions From Other Funds	229,746	219,303	391,202	375,056	399,931	399,931
	<u>229,760</u>	<u>219,303</u>	<u>391,202</u>	<u>375,056</u>	<u>399,931</u>	<u>399,931</u>
405 Sanitary Sewer Replacement:						
Interest & Miscellaneous	35,132	7,883	10,000	13,450	7,200	7,200
Contributions From Other Funds	1,251,449	750,000	1,028,575	705,000	665,750	665,750
	<u>1,286,581</u>	<u>757,883</u>	<u>1,038,575</u>	<u>718,450</u>	<u>672,950</u>	<u>672,950</u>
406 Wastewater Equipment Replacement:						
Federal Grants	0	0	0	363,515	5,605,985	5,605,985
Investment Income	26,396	8,753	15,450	17,100	12,991	12,991
Contributions From Other Funds	3,260,748	1,257,300	1,446,000	1,239,000	10,476,078	10,476,078
	<u>3,287,144</u>	<u>1,266,053</u>	<u>1,461,450</u>	<u>1,619,615</u>	<u>16,095,054</u>	<u>16,095,054</u>

Attachment A
Revenue Summary for Fiscal Year 2022/23

Fund	2019/20 Actual	2020/21 Actual	2021/22 Budget	2021/22 Projected	2022/23 Proposed	2022/23 Adopted
488 MLK Corridor Improvement Authority:						
Contributions From Other Funds	0	0	0	94,000	10,000	10,000
	0	0	0	94,000	10,000	10,000
489 Brownfield Redevelopment Authority:						
Property Taxes	1,342,056	1,378,864	1,331,180	1,510,059	1,553,350	1,553,350
Interest & Miscellaneous	14,364	6,466	9,000	5,000	6,000	6,000
	1,356,420	1,385,330	1,340,180	1,515,059	1,559,350	1,559,350
494 Downtown Development Authority Project:						
Property Taxes	1,498,826	1,655,933	1,790,256	1,848,258	1,895,000	1,895,000
Interest & Miscellaneous	43,505	9,418	30,000	10,000	10,000	10,000
Rents and Royalties	1,500,000	1,500,000	1,500,000	1,500,000	1,500,000	1,500,000
	3,042,331	3,165,351	3,320,256	3,358,258	3,405,000	3,405,000
514 Auto Parking System:						
Parking Fines And Permits	4,506	494	700	1,100	1,100	1,100
Interest & Miscellaneous	117,174	1,981	50	650	500	500
Contributions From Other Funds	574,877	92,143	92,143	92,143	92,143	92,143
	696,557	94,618	92,893	93,893	93,743	93,743
518 Parking Assessment:						
Parking Fines And Permits	158,843	129,601	135,946	108,656	108,656	108,656
Interest & Miscellaneous	36,615	34,520	39,550	30,920	30,920	30,920
Contributions From Other Funds	85,558	85,546	85,546	81,712	81,712	81,712
	281,016	249,667	261,042	221,288	221,288	221,288
519 Cooper/Francis Parking Decks:						
Parking Fines And Permits	11,076	6,435	12,000	8,000	8,000	8,000
Interest & Miscellaneous	8,488	1,219	4,150	2,050	3,050	3,050
	19,564	7,654	16,150	10,050	11,050	11,050
590 Sewer:						
Charges For Goods & Services	6,360,111	6,330,452	6,571,106	6,568,303	6,841,119	6,841,119
State Grants	644,255	580,025	0	0	0	0
Penalties & Interest	137,242	16,159	66,000	92,200	98,100	98,100
Miscellaneous	23,593	138,689	10,000	42,500	10,000	10,000
	7,165,201	7,065,325	6,647,106	6,703,003	6,949,219	6,949,219
591 Water:						
Charges For Goods & Services	10,588,437	12,415,330	11,358,229	13,102,775	14,628,071	14,628,071
State Grants	252,397	80,641	0	0	0	0
Penalties & Interest	216,656	23,698	120,744	213,988	199,140	199,140
Contributions From Other Funds	263,234	280,945	355,474	375,361	407,684	407,684
Miscellaneous	22,549	249,488	0	0	0	0
	11,343,273	13,050,102	11,834,447	13,692,124	15,234,895	15,234,895
641 Public Works Administration:						
Charges For Goods & Services	399,034	358,107	362,354	383,146	394,640	394,640
Interest & Miscellaneous	8,497	39,501	4,532	5,004	5,154	5,154
	407,531	397,608	366,886	388,150	399,794	399,794
642 Engineering Administration:						
Charges For Goods And Services	269,760	276,972	266,064	257,496	265,221	265,221
Interest & Miscellaneous	2,228	12,741	650	650	670	670
	271,988	289,713	266,714	258,146	265,891	265,891
643 Local Site Remediation Revolving:						
Investment Income & Miscellaneous	2,408	187	300	600	1,000	1,000
Contributions From Other Funds	66,614	78,131	0	64,811	66,950	66,950
	69,022	78,318	300	65,411	67,950	67,950

Attachment A
Revenue Summary for Fiscal Year 2022/23

Fund	2019/20 Actual	2020/21 Actual	2021/22 Budget	2021/22 Projected	2022/23 Proposed	2022/23 Adopted
661 Motor Pool And Garage:						
Federal Grants	0	0	0	0	1,644,500	1,644,500
Charges / Equipment Rental	858,854	1,044,192	1,083,554	1,102,415	1,135,484	1,135,484
Investment Income & Miscellaneous	21,290	169,648	51,930	49,487	43,848	43,848
Contributions From Other Funds	100,000	0	0	0	0	0
	980,144	1,213,840	1,135,484	1,151,902	2,823,832	2,823,832
676 Workers Compensation:						
Interest & Miscellaneous	44,716	20,397	30,000	12,022	10,000	10,000
Contributions From Other Funds	83,667	578,590	80,000	85,000	175,000	175,000
	128,383	598,987	110,000	97,022	185,000	185,000
677 Self-Insured Healthcare:						
Interest & Miscellaneous	15,071	7,192	7,500	7,500	10,000	10,000
Contributions - City	3,853,443	3,830,397	4,500,000	4,203,000	5,043,600	5,043,600
Contributions - Employees	734,984	726,251	735,000	807,000	887,000	887,000
Contributions - General Fund	0	400,000	0	0	0	0
	4,603,498	4,963,840	5,242,500	5,017,500	5,940,600	5,940,600
703 County & School Tax Collection:						
Interest & Miscellaneous	47,363	67,439	48,000	65,000	65,000	65,000
	47,363	67,439	48,000	65,000	65,000	65,000
731 Employees Retirement System:						
Investment Income	1,428,143	10,883,504	4,065,000	4,020,000	4,280,000	4,280,000
Employee Contributions	728,393	740,817	750,000	750,000	760,000	760,000
Employer Contributions	1,058,427	1,068,745	1,105,961	1,105,961	1,000,000	1,000,000
	3,214,963	12,693,066	5,920,961	5,875,961	6,040,000	6,040,000
732 Policemen's & Firemen's Pension:						
Investment Income	97,237	858,610	296,500	336,500	301,000	301,000
Contributions From General Fund	543,093	524,841	363,236	363,236	260,185	260,185
	640,330	1,383,451	659,736	699,736	561,185	561,185
734 Policemen's & Firemen's Pension-Act 345:						
Investment Income	1,438,229	12,595,786	3,350,000	3,425,000	3,425,000	3,425,000
Employee Contributions	514,402	485,464	530,000	530,000	530,000	530,000
Contributions From General Fund	5,559,682	5,916,061	5,939,831	5,939,831	5,674,911	5,674,911
	7,512,313	18,997,311	9,819,831	9,894,831	9,629,911	9,629,911
736 Public Employee Health Care:						
Investment Income	105,140	983,694	200,000	330,000	230,000	230,000
Contributions From Other Funds	312,500	0	0	0	0	0
	417,640	983,694	200,000	330,000	230,000	230,000
852 Special Assessment Debt Service						
Contributions From Other Funds	0	10,472	157,420	157,420	161,335	161,335
	0	10,472	157,420	157,420	161,335	161,335
895 Special Assessment:						
Special Assessments	949,810	633,416	777,166	1,036,458	2,055,241	2,055,241
Contributions From Other Funds	76,582	1,461,502	0	0	0	0
	1,026,392	2,094,918	777,166	1,036,458	2,055,241	2,055,241

Attachment B
Expense Summary for Fiscal Year 2022/23

		2019/20	2020/21	2021/22	2021/22	2022/23	2022/23
		Actual	Actual	Budget	Projected	Proposed	Adopted
General Fund:							
101-101	City Council	100,797	97,924	113,060	113,915	114,696	114,696
101-103	Charter Commission	1,969	675	2,500	2,500	2,500	2,500
101-172	City Manager	762,234	455,626	433,880	465,595	474,901	474,901
101-191	Finance	445,225	465,125	465,541	486,745	587,942	587,942
101-215	City Clerk	228,891	298,906	306,669	305,919	331,401	331,401
101-228	Mgt. Information Services	300,867	332,055	360,819	362,628	448,021	448,021
101-233	Purchasing	116,842	113,338	123,257	124,119	130,276	130,276
101-253	City Treasurer	326,752	355,978	398,079	384,284	413,354	413,354
101-254	City Income Tax Admin.	191,442	165,599	215,172	182,542	235,063	235,063
101-257	City Assessor	510,420	407,137	423,890	476,909	544,375	544,375
101-262	City Clerk-Elections	111,295	141,794	136,800	107,335	114,367	114,367
101-265	City Hall & Grounds	285,735	311,199	419,346	502,250	431,258	431,258
101-266	City Attorney	600,977	585,318	624,627	674,096	731,548	731,548
101-270	Personnel	324,952	198,736	285,272	283,911	645,907	645,907
101-278	Unallocated	778,171	751,020	800,750	848,523	879,799	879,799
101-299	Admin. Hearings Bureau	657,339	92,505	186,160	168,584	199,201	199,201
101-301	Police	10,030,179	9,887,173	10,730,184	10,766,143	11,454,098	11,454,098
101-311	OHSP Grant	6,007	12,194	12,806	12,806	0	0
101-320	Consortium Training	11,067	27,019	27,500	29,500	15,750	15,750
101-321	In-Service Training	3,499	5,456	7,000	3,923	3,185	3,185
101-340	Fire Suppression	4,170,090	4,744,996	5,370,027	6,430,269	5,709,356	5,709,356
101-350	Public Safety - Unallocated	2,099,208	2,051,336	2,011,296	2,057,586	2,107,885	2,107,885
101-442	Forestry	464,564	362,921	588,607	613,044	658,542	658,542
101-444	Sidewalk Construction	23,945	20,075	43,065	51,964	55,707	55,707
101-445	Drains At Large	40,283	58,133	85,043	77,077	78,779	78,779
101-450	Street Lighting	533,002	538,619	576,110	587,879	601,899	601,899
101-455	Weed Control	94,861	81,985	103,743	100,475	103,918	103,918
101-465	Ground Maintenance	382,083	389,755	456,970	439,825	467,230	467,230
101-567	Cemeteries	284,176	299,561	309,234	318,228	358,075	358,075
101-571	Tax Property Maintenance	365,056	212,162	238,246	316,172	226,695	226,695
101-572	Civic Affairs	63,001	60,375	83,703	115,411	107,802	107,802
101-701	Planning	164,177	259,249	224,224	227,170	234,974	234,974
101-728	Economic Development	422,583	140,216	111,000	132,440	132,400	132,400
101-752	Parks, Rec. & Grounds Admin.	488,036	299,786	292,640	292,688	305,867	305,867
101-758	Lt. Nixon Memorial Park	68,232	13,748	65,857	69,916	100,476	100,476
101-771	Parks and Facilities Maint.	668,429	619,512	696,158	743,657	836,134	836,134
101-803	Historical District	10,731	9,729	11,673	11,988	12,790	12,790
101-806	Diversity, Equity & Inclusion	0	165,927	248,702	252,859	306,235	306,235
101-965	Contributions to Other Funds	1,318,248	1,187,037	356,450	552,965	293,429	293,429
General Fund Total		27,455,365	26,219,899	27,946,060	29,693,840	30,455,835	30,455,835
102 Budget Stabilization Fund		33,808	20,101	36,000	22,000	25,000	25,000
Permanent Funds:							
151	Cemetery Perpetual Maintenance	45,325	4,393	45,500	5,000	5,000	5,000
155	Ella W. Sharp Endowment	23,852	15,055	24,000	14,175	23,850	23,850
160	Lloyd E. Mount Endowment	6,851	5,689	7,000	5,466	7,000	7,000

Attachment B
Expense Summary for Fiscal Year 2022/23

		2019/20	2020/21	2021/22	2021/22	2022/23	2022/23
		Actual	Actual	Budget	Projected	Proposed	Adopted
Special Revenue Funds :							
202	Major Street	9,354,567	8,646,376	11,420,293	27,899,726	24,731,248	24,731,248
203	Local Street	2,258,846	2,877,797	2,780,308	2,073,574	3,898,044	3,898,044
208	Ella W. Sharp Park Operating	667,651	765,856	841,672	888,611	986,741	986,741
218	Affordable Housing Development	0	0	0	250,000	3,250,000	3,250,000
245	Public Improvement	851,489	1,427,562	1,114,965	1,135,019	1,027,676	1,027,676
246	Cortland St. Redevelopment Projects	1,073,881	39,837	34,560	25,587	2,520,493	2,520,493
249	Building Department	610,672	450,274	722,358	633,173	597,332	597,332
251	Housing Code Enforcement	1,000,227	1,029,309	1,181,712	1,075,848	1,156,790	1,156,790
252	Building Demolitions	319,994	466,413	61,780	294,156	406,815	406,815
265	Drug Law Enforcement	22,237	17,728	17,968	18,247	16,702	16,702
272	SAFER Grant	162,633	0	0	194,072	524,760	524,760
273	Project Safe Neighborhood Grant	0	13,486	111,565	55,901	120,969	120,969
275	Byrne JAG Grant	84,405	47,173	0	53,907	0	0
278	Coronavirus Emerg. Supp. Funding Program	93,522	1,528	0	5,362	0	0
279	American Rescue Plan Act	0	0	1,882,250	200,000	200,000	200,000
296	Recreation Activity	159,251	75,586	187,093	129,859	206,248	206,248
297	JPS Recreation Millage Program	616,529	397,351	645,424	643,209	657,274	657,274
Debt Service Funds :							
308	2020 Capital Imp. Bonds Debt Service	0	223,626	223,533	223,533	223,702	223,702
352	2017 MTF Bonds Debt Service	759,186	760,448	761,350	761,350	761,890	761,890
367	2021 City Hall Refunding Debt Service	0	4,522,051	734,840	734,840	729,581	729,581
385	2016 Capital Imp. Bonds Debt Service	140,863	142,186	143,275	143,275	144,087	144,087
386	2018 Capital Imp. Bonds Debt Service	1,432,375	1,438,000	1,443,000	1,443,000	1,410,000	1,410,000
389	2017 BRA TIF Refunding Debt Service	420,868	420,852	415,704	415,704	420,556	420,556
391	2021 BRA TIF Refunding Debt Service	0	4,350,066	758,700	758,700	772,512	772,512
394	2001 DDA TIF Debt Service	2,330,750	2,460,750	2,597,987	2,597,987	2,735,750	2,735,750
395	2019 DDA TIF Refunding Debt Service	5,821,706	207,437	205,630	205,630	209,573	209,573
Capital Projects Funds :							
401	Capital Projects	273,918	206,238	0	265,226	1,955,898	1,955,898
402	Water Equipment & Replacement	4,714,208	4,202,048	4,995,759	4,956,231	9,825,900	9,825,900
403	Lead Service Line Replacement	0	44,725	845,246	899,633	1,661,966	1,661,966
404	Sanitary Sewer Maintenance	229,760	219,303	391,202	375,056	399,931	399,931
405	Sanitary Sewer Replacement	560,575	660,661	3,214,299	1,173,035	1,902,121	1,902,121
406	Wastewater Equipment Replacement	2,218,630	788,060	2,062,083	2,616,328	17,594,940	17,594,940
408	2020 Capital Improvemt. Bonds Construction	1,144,684	919,012	0	7,961	0	0
488	MLK Corridor Improvement Authority	0	0	0	94,000	10,000	10,000
489	Brownfield Redevelopment Authority	1,351,685	1,394,784	1,298,540	1,441,555	1,450,079	1,450,079
494	DDA Project	2,561,398	2,667,437	2,805,617	2,805,617	2,947,323	2,947,323
Enterprise Funds :							
514	Auto Parking System	272,981	270,854	252,247	239,057	247,011	247,011
518	Parking Assessment	223,138	221,483	280,808	278,246	303,267	303,267
519	Cooper/Francis Parking Decks	279,320	283,421	283,836	283,010	283,775	283,775
590	Sewer	7,762,005	7,813,979	8,776,495	8,415,427	18,162,790	18,162,790
591	Water	10,833,300	11,344,902	13,542,689	13,057,198	19,257,736	19,257,736

Attachment B
Expense Summary for Fiscal Year 2022/23

		2019/20	2020/21	2021/22	2021/22	2022/23	2022/23
		Actual	Actual	Budget	Projected	Proposed	Adopted
Internal Service Funds :							
641	Public Works Administration	322,904	304,861	413,922	437,266	477,472	477,472
642	Engineering Administration	227,773	245,214	266,064	308,676	328,453	328,453
643	Local Site Remediation Revolving	208,000	1,409	0	15,000	20,000	20,000
661	Motor Pool & Garage	991,132	1,073,458	1,333,779	1,328,511	2,881,943	2,881,943
676	Workers' Compensation	168,956	1,169,021	171,243	237,134	183,900	183,900
677	Self-Insured Healthcare Fund	4,543,644	5,660,590	4,791,500	5,316,641	5,680,600	5,680,600
Trust & Agency Funds :							
703	County & School Tax Collection	47,363	67,439	48,000	65,000	65,000	65,000
731	Employees' Retirement System	3,996,536	3,982,156	4,175,000	4,160,000	4,220,000	4,220,000
732	Policemen's & Firemen's Pension	762,773	697,847	663,540	623,000	548,000	548,000
734	Policemen's & Firemen's Pension-345	6,027,841	7,412,124	7,640,000	7,640,000	7,640,000	7,640,000
736	Public Employee Health Care	6,722	25,017	15,000	27,000	10,000	10,000
Special Assessment Funds :							
852	Special Assessment Debt Service	0	10,472	157,420	157,420	161,335	161,335
895	Special Assessment	1,507,040	661,175	1,084,586	1,036,458	2,055,241	2,055,241

MEMO TO: Mayor and City Councilmembers
FROM: Jonathan Greene, City Manager
DATE: May 24, 2022
SUBJECT: Receive Draft Substantial Amendment 2 to the 2021-2022 Annual Action Plan and Establish a Public Hearing on June 14, 2022

Recommendation:

Receive the draft Substantial Amendment 2 to the 2021-2022 Annual Action Plan and establish a Public Hearing on June 14, 2022.

Attached is a memorandum from Shane LaPorte, Director of the Department of Neighborhood & Economic Development, recommending City Council receive the draft Substantial Amendment 2 to the 2021-2022 Annual Action Plan and establish a Public Hearing on June 14, 2022.

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

JG

DEPARTMENTAL REPORT

MEMO TO: Jonathan Greene, City Manager

FROM: Shane LaPorte, Director of Neighborhood & Economic Operations

DATE: May 24, 2022

RECOMMENDATION: Receive Draft Substantial Amendment 2 to the 2021-2022 Annual Action Plan and Establish a Public Hearing on June 14, 2022

SUMMARY

Receive the draft Substantial Amendment 2 to the 2021-2022 Annual Action Plan and establish a Public Hearing on June 14, 2022.

BUDGETARY CONSIDERATIONS

A resolution to reallocate \$470,000 CDBG funds from various activities that are completed, canceled, or completed under budget will be presented to City Council on June 14, 2022.

HISTORY, BACKGROUND and DISCUSSION

Jackson's Citizen Participation Plan requires the submission of a "substantial amendment" to the 2021-2022 Annual Action Plan when it proposes to change the original purpose, location, or class of beneficiaries of a previously-approved activity whose cost exceeds twenty (20%) percent of the entitlement amount for the current program year. This requires the creation of a substantial amendment report, followed by a 30-day period for citizen comment, and finally submission to HUD.

The Substantial Amendment provides detail regarding the reallocation process, the project to receive funding, and availability of the report for the public to review and comment.

DISCUSSION OF THE ISSUE

In August, 2020, the City of Jackson began a phased project to rehabilitate amenities at Loomis Park and its community center, the Boos Center. While most of the nation was struggling with the early stages of the COVID-19 pandemic and various emergency shutdowns, the City successfully rehabilitated the basketball courts in the park and replaced the aging roof system on the Boos Center in anticipation of undertaking a full rehabilitation.

In April 2021, the City hired the architectural firm, Covalle Group, after receiving seven responses to a Request for Proposals. The Covalle Group has worked with City staff in the Parks and Recreation and Neighborhoods and Economic Operations Departments to redesign the Boos Center and the Loomis Park playground. The City recently awarded a bid to Aladdin Electric to replace the antiquated HVAC system

in the Boos Center gymnasium with CDBG-CV funds to increase its efficiency, long term resiliency, and ability to mitigate further coronavirus or other viral outbreaks.

The next phase in the project is to land balance the playground area between the Boos Center and East Ganson Street, replace the 20 year old wooden play structure with new ADA-compliant play equipment while establishing separate age-appropriate play areas for children aged 2 to 5, and 5 to 12. Further, the existing trails in this area will be improved and expanded, and a new covered pavilion added for family get-togethers and picnics.

A Public Hearing on June 14, 2022 will offer citizens an opportunity to provide comment on the planned activities. Comments received during the Public Hearing or by the Grant Coordinator during the open comment period will be included in the final Substantial Amendment before submission to HUD.

POSITIONS

Requested action is for City Council to receive the draft Substantial Amendment 2 to the 2021-2022 Annual Action Plan and establish a Public Hearing on June 14, 2022.

Attachments: Substantial Amendment 2

JACKSON

Founded 1829

Substantial Amendment 2 to the 2021-2022 Annual Action Plan Community Development Block Grant



The attached document is a draft report. Please display until

Tuesday, June 14, 2022

Citizens are encouraged to provide comments regarding this report in writing to:

Dept of Neighborhood & Economic Operations
ATTN: Michelle L. Pultz-Orthaus
161 W Michigan Ave, Jackson, MI 49201

Prepared by:

Department of Neighborhood & Economic Operations
161 W Michigan Ave
Jackson MI 49201
517-788-4012



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2021-2022 Annual Action Plan

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Substantial Amendment 2
to the
2021 – 2022 Annual Action Plan,
Year Two of the
2020 – 2024 Five Year Consolidated Plan

Executive Summary

In August, 2020, the City of Jackson began a phased project to rehabilitate amenities at Loomis Park and its community center, the Boos Center. While most of the nation was struggling with the early stages of the COVID-19 pandemic and various emergency shutdowns, the City successfully rehabilitated the basketball courts in the park and replaced the aging roof system on the Boos Center in anticipation of undertaking a full rehabilitation.

In April 2021, the City hired the architectural firm, Covalle Group, after receiving seven responses to a Request for Proposals. The Covalle Group has worked with City staff in the Parks and Recreation and Neighborhoods and Economic Operations Departments to redesign the Boos Center and the Loomis Park playground. The City recently awarded a bid to Aladdin Electric to replace the antiquated HVAC system in the Boos Center gymnasium with CDBG-CV funds to increase its efficiency, long term resiliency, and ability to mitigate further coronavirus or other viral outbreaks.

The next phase in the project is to land balance the playground area between the Boos Center and East Ganson Street, replace the 20 year old wooden play structure with new ADA-compliant play equipment while establishing separate age-appropriate play areas for children aged 2 to 5, and 5 to 12. Further, the existing trails in this area will be improved and expanded, and a new covered pavilion added for family get-togethers and picnics.

To determine the budget needed to complete this phase, the project was bid without a contract awarded. Only one firm, R. W. Mercer, responded to the request for bids and submitted a total amount of \$1,442,995. Negotiation ensued after the bid opening to find ways to reduce the total amount by adjusting some of the original items requested, which now stands at \$1,288,892.

General Information

Grantee Name:	City of Jackson, Michigan
Department Administering Funds:	Neighborhood & Economic Operations
Contact:	Lena Gray, Grant Coordinator 161 W Michigan Ave Jackson, MI 49201 (517) 768-6461 lgray@cityofjackson.org
Authorized Official	Daniel Mahoney, Mayor 161 W Michigan Ave Jackson, MI 49201 (517) 788-4028 dmahoney@cityofjackson.org
Website:	www.cityofjackson.org
Amount of CDBG Funds Available:	\$ 535,980
Amount of CDBG Reallocation Request:	<u>\$ 470,000</u> \$1,005,980
Grant No.:	B21-MC260021

Action Plan Amendments

AP-20 Annual Goals/Objectives – increase the budget for Public Facilities/Infrastructure from \$1,111,980 to \$1,581,980.

Sort Order	Goal Name	Category	Needs Addressed	Funding
1	Public Facilities/Infrastructure	Non-Housing Community Development	Street Reconstruction Park Improvements	CDBG: \$1,111,980 <u>470,000</u> \$1,581,980

5	Goal Name	Public Facilities/Infrastructure
	Goal Description	Like all communities in Michigan, public infrastructure is difficult to maintain due to high cost and lack of funding mechanisms. City leaders have responded to public outcry over local street conditions and insufficient street lighting in higher crime neighborhoods to the best of its ability with limited funding. These projects will continue and will be conducted with other utility upgrades to combine as many resources to the greatest extent feasible, limiting the potential financial impact to residents through special assessments. Loomis Park, a popular neighborhood amenity, is being assessed for upgrades to its playground equipment and the rehabilitation needs of its much used community center.

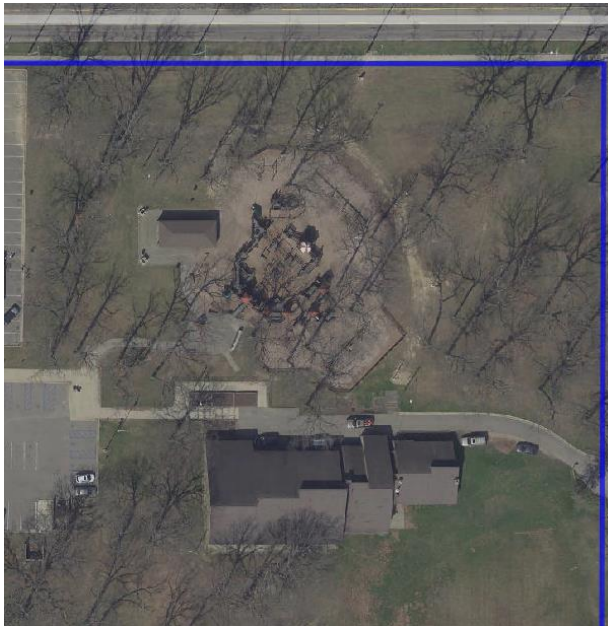
AP-35 Projects – Increase the Loomis Park / Boos Center Improvement from \$535,980 to \$1,000,956.

2	Project Name	Loomis Park / Boos Center Improvements
	Target Area	
	Goals Supported	Public Facilities/Infrastructure
	Needs Addressed	Public Facilities/Infrastructure
	Funding	CDBG: \$ 535,980 <u>470,000</u> \$1,005,980
	Description	The rehabilitation needs of the Boos Center, a much loved and well-used neighborhood community center, are currently under assessment and will be prioritized by need. A new playground system just outside the Boos Center may also be replaced to improve the safety and accessibility of all residential children in the area.
	Target Date	June 30, 2023
	Estimate the number and type of families that will benefit from the proposed activities	Loomis Park is located in the middle of Census Tract 4, Block Group 5. According to the 2021 Low/Mod Income Summary Data (LMISD), the percentage of low- to moderate-income residents in this area is 50%. The park's service area is not limited to Census Tract 4, Block Group 5; in fact, it is a very popular recreation destination for residents in the one-half mile surrounding area. The one-half mile radius around Loomis Park includes all five (5) Block Groups in Census Tract 4; Census 12, Block Groups 2 and 3; and Census Tract 69, Block Groups 1 and 3. When combined, this area is 61.11% low- to moderate-income residents. Approximately 4,950 low- to moderate income persons reside within a one-half mile radius of Loomis Park.
	Location Description	The address for the Boos Center is 210 Gilbert Street, Jackson, MI.
	Planned Activities	Replacement of the playground equipment in Loomis Park, addition of new and/or improved trail system, and ground balancing to improve the safety and accessibility of neighborhood families.

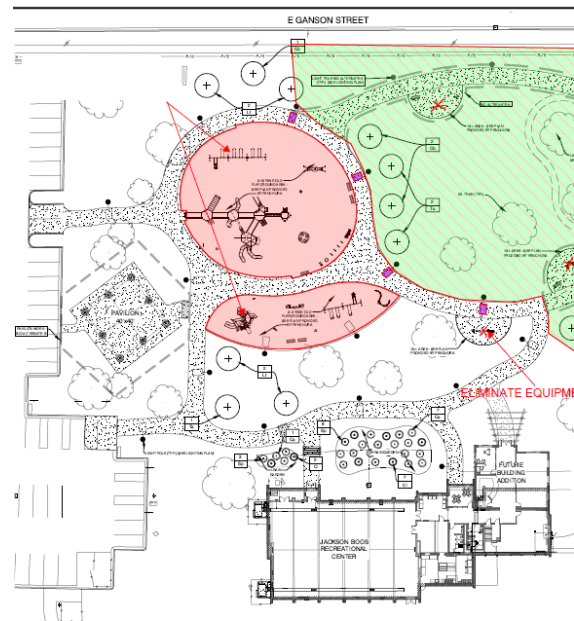
Proposed Project

The Boos Center currently sits below the playground grade. Land balancing will remove a significant amount of soil between the Boos Center and East Ganson Street to transform the sudden drop in grade level to a gentle slope, eliminating the need for steps. The excavation level will range from 12 inches to 6.5 feet of ground removal.

In 2000, the community provided the impetus for the current wooden playground structures through both fundraising and volunteer labor. Even though park staff performs regular maintenance on the structures, they have deteriorated over the years, which results in significant cost to the park. Parents have found the playground layout and structure types have become a haven for unsavory and unlawful activities as there are many places to hide. The new playground will be open, using Americans with Disability Act (ADA) compliant play equipment, with separate age-appropriate areas for children to play. Barrier-free, paved trails will be installed to increase the accessibility for all persons, no matter their age or physical ability.



2020 Aerial Photo



2022 Playground Plans

A new pavilion will be relocated in the park after the old pavilion is demolished. Future plans will add an extension of the trail on the east side of the playground which will also include fitness pods as funds become available.

Service Area

Loomis Park is located in the middle of Census Tract 4, Block Group 5. According to the 2019 Low/Mod Income Summary Data (LMISD), the percentage of low- to moderate-income residents in this area is 50%. The park's service area is not limited to Census Tract 4, Block Group 5; in fact, it is a very popular recreation destination for residents in the surrounding area. The picture below provides both a one-half and one mile radius from the park; the Parks Director determined most people who use the park live within one-half mile. One block to the east of the park is the John George Home whose elderly, indigent residents take great delight in using the park as well as the many families in this densely populated area.

1/2 Mile Radius

CT	BG	Population	LMI Pop	% LMI
4	1	620	205	33.06%
4	2	1450	920	63.45%
4	3	735	435	59.18%
4	4	495	335	67.68%
4	5	910	455	50.00%
12	2	770	625	81.17%
12	3	1040	670	64.42%
69	1	885	390	44.07%
69	3	1195	915	76.57%
Total:		8100	4950	61.11%

Source: 2021 Low-Mod Income Summary Data

The City’s Parks & Recreation Department offers a variety of classes and activities for all age groups, from tumbling classes for 2 and 3 year olds to “Active Aging” programs geared for seniors. Ward and neighborhood group meetings occur on a monthly basis, as well as the “Rose City Harmonica Club” practice sessions. Other activities include an indoor soccer camp, birthday parties or baby showers on Saturdays, a City of Jackson voting site, and adult drop-in basketball on Fridays. The Boos Community Center also serves as a warming center during winter months and a cooling center during summer months. Work will create a more suitable living environment by improving the availability and accessibility to the playground, trails, and community center.

IDIS Matrix Code: 03E – Neighborhood Facilities

Description: Modernization of the Loomis Park Playground and trails to make ADA-compliant.

National Objective: Low/Mod Area (LMA) 24 CFR 570.208(a)(1)
Activities providing benefits that are available to all the residents of a particular area, at least 51% of whom are low/mod income. The service area encompasses a one-half mile radius of Loomis Park, with a low/mod percentage equating to 61.11%

Budget: \$1,005,980

Citizen Participation

Notice of the Substantial Amendment and June 14, 2022 public hearing was published in the *Jackson Citizen Patriot* and the *Jackson Blazer*. Hard copies of the Substantial Amendment were distributed to the following locations for review:

City of Jackson
Neighborhood & Economic Operations
161 W Michigan Ave, 3rd Floor
Jackson, MI 49201

City of Jackson
City Clerk's Office
161 W Michigan Ave, 1st Floor
Jackson, MI 49201

Shahan-Blackstone North Apartments
109 Shahan Dr
Jackson, MI 49202

Reed Manor
301 Steward Ave
Jackson, MI 49201

Jackson District Library
Carnegie Branch
224 W Michigan Ave
Jackson, MI 49201

Chalet Terrace
316 Barberry Dr
Jackson, MI 49203

Community Action Agency
1214 Greenwood Ave
Jackson, MI 49203

An electronic copy of this Substantial Amendment was also available on the City's website at <http://www.cityofjackson.org/332/Grant-Reports>. The public comment period began on May 14, 2022 and ended June 14, 2022. The public was afforded an opportunity to provide comments directly to the Grant Coordinator and/or through the public hearing before the Jackson City Council at its regular meeting on June 14, 2022.

Public comment to be determined.

MEMO TO: Honorable Mayor Mahoney and City Councilmembers

FROM: Matthew M. Hagerty, City Attorney

DATE: Council Meeting – May 24, 2022

SUBJECT: The Martin Luther King Corridor Improvement Authority Boundaries

Recommendation: **APPROVE Resolution of Intent to Amend the Martin Luther King Corridor Improvement Authority Boundaries and Set a Date for a Public Hearing Regarding Same.**

Your consideration and concurrence is appreciated.

DEPARTMENT REPORT

MEMO TO: Honorable Mayor Mahoney and City Councilmembers

FROM: Matthew M. Hagerty, City Attorney

DATE: Council Meeting – May 24, 2022

RECOMMENDATION: Approve Resolution of Intent to Amend the Martin Luther King Corridor Improvement Authority Boundaries and Set a Date for a Public Hearing Regarding Same.

SUMMARY

Attached is a proposed Resolution of Intent to amend the boundaries of the Martin Luther King Corridor Improvement Authority (“MLKCIA”). The proposed development area boundaries were recommended by the MLKCIA Board of Directors.

HISTORY, BACKGROUND and DISCUSSION

On August 11, 2020, City Council held a public hearing regarding the establishment of a Corridor Improvement Authority (“Authority”) along the Martin Luther King Drive Corridor. Subsequently, on October 13, 2020, Council adopted a Resolution that established the MLKCIA. Ordinance 2020-18, which was adopted by Council on October 27, 2020, established the boundaries of the MLKCIA and also created a Board of Directors to pass bylaws and oversee development within the Authority. The MLKCIA Board of Directors has recommended that the boundaries of the MLKCIA be amended to include the areas outlined on the attached map (Property Classification and Acreage). Pursuant to MCL §125.4606(4), Council has the authority to amend the boundaries of a CIA as it deems appropriate. The boundary amendment takes place in the same manner as the original establishment of the Authority.

The City Assessor and I have both reviewed the proposed new boundaries and agree that they meet the statutory requirements of the Tax Increment Financing Act (“Act”) (Public Act 57 of 2018).

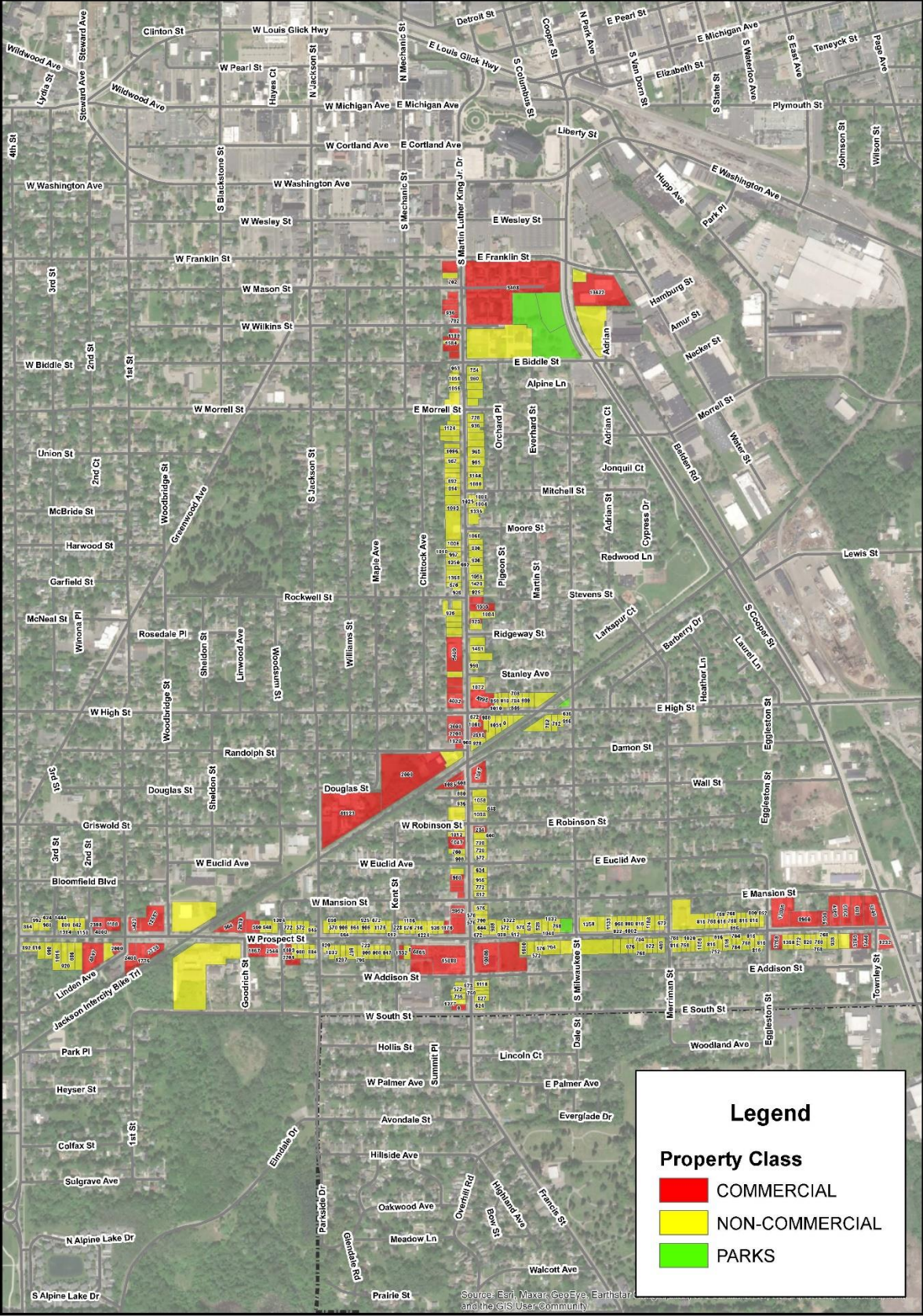
Should Council agree to accept the Board’s recommendation and adopt the Resolution of Intent to amend the MLKCIA boundaries, the next step would be to hold a public hearing at the July 12, 2022 City Council meeting to allow Jackson citizens the opportunity to voice their opinions regarding the new boundaries. Required public notice will be published/posted in accordance with the Act. An ordinance amending the boundaries will then be presented to Council for review and adoption.

The map that was attached to the initial 2020 Resolution establishing the Authority is also attached for your reference.

POSITION

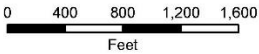
It is recommended that City Council adopt the attached Resolution of Intent to Amend the MLKCIA boundaries and, further, direct that a public hearing be held at the July 12, 2022 City Council meeting regarding same.

Attachments: Proposed Resolution Amending the Martin Luther King Corridor Improvement Authority Boundaries;
MLKCIA Proposed Boundary Map (Property Classification and Acreage); and
Map of Present MLKCIA Boundaries (Attachment 2).



JACKSON

MLK AND PROSPECT CORRIDOR



Map Prepared: July 10th, 2020

RESOLUTION 2022-__

A Resolution of Intent to Amend the Boundaries of the MLK Corridor Improvement Authority in the City of Jackson and Set Date for Public Hearing

BY THE CITY COUNCIL:

WHEREAS, the City of Jackson has determined that it is in the best interest of the public to revitalize and encourage redevelopment of commercial corridors in the City to promote economic growth, mixed uses, well designed and environmentally responsible development, attractive streetscapes and landscapes, and new opportunities for pedestrian and bike access, consistent with the City's Master Plan for Future Land-use; and

WHEREAS, in 2018, the State of Michigan recodified the Tax Increment Financing Act (herein "the Act"), including Part 6 Corridor Improvement Authorities, to provide for the establishment of Corridor Improvement Authorities as a tool to help correct and prevent deterioration in commercial corridor business districts, and promote the economic growth within the districts; and

WHEREAS, the City of Jackson held an initial public hearing on August 11, 2020 about establishing a Corridor Improvement Authority, with business owners, key stakeholders, and interested citizens along the MLK Drive corridor; and

WHEREAS, upon conducting the public hearing the Jackson City Council thereafter voted on October 27, 2020 to finally adopt Ordinance 2020-18 formally establishing the Martin Luther King Jr. Drive Corridor Improvement Authority ("MLKCIA") and the boundaries thereof; and

WHEREAS, the boundaries of the MLKCIA development area are subject to alteration or amendment as the City Council may deem appropriate as authorized by MCL 125.4606(4); and

WHEREAS, the MLKCIA Board has proposed amended development area boundaries as described and depicted on the MLKCIA Property Classification and Acreage Map attached hereto as **Exhibit A** and which meet the criteria in Section 605 of the Act for the establishment of what the Act calls a "development area", as:

- A. It is adjacent to or is within 500 feet of a road classified as an arterial or collector according to the Federal Highway Administration manual "Highway Functional Classification - Concepts, Criteria and Procedures".
- B. It contains at least 10 contiguous parcels or at least 5 contiguous acres.
- C. More than 1/2 of the existing ground floor square footage in the development area is classified as commercial real property under section 34c of the general property tax act, 1893 PA 206, MCL 211.34c.
- D. Residential use, commercial use, or industrial use has been allowed and conducted under the zoning ordinance or conducted in the entire development area, for the immediately preceding 30 years.

E. It is presently served by municipal water or sewer.

F. It is zoned to allow for mixed use that includes high-density residential use.

THEREFORE BE IT RESOLVED, that for the reasons set forth in this Resolution the City Council of the City of Jackson hereby states its intention to establish amended development area boundaries for the MLKCIA pursuant to the Act; and

BE IT FURTHER RESOLVED, that a public hearing shall be held on July 12, 2022 at the regular meeting of the Jackson City Council to receive public input on the proposed amended development area boundaries of the MLKCIA as set forth on attached **Exhibit A**.

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

I, Andrea Muray, Clerk in and for the City of Jackson, County and State aforesaid, do hereby certify that the foregoing is a true and complete copy of a resolution adopted by the Jackson City Council on the 24th day of May, 2022.

IN WITNESS WHEREOF, I have hereto affixed my signature and the Seal of the City of Jackson, Michigan on this __th day of May, 2022.

Andrea Muray, Clerk

EXHIBIT A: MLKCIA Property Classification and Acreage Map

MEMOTO: Mayor and City Councilmembers

FROM: Jason Yoakam, City Assessor 

DATE: May 13, 2022

SUBJECT: Resolution to Place Delinquent Invoices on 2022 Summer Tax Bills

Recommendation: Approve a resolution to place delinquent invoices on 2022 summer tax bills.

Attached please find a resolution to place delinquent miscellaneous invoices on the 2022 summer tax bills per Chapter 22, Section 22-12 of the City's Code of Ordinances.

I recommend approval of the above-mentioned resolution. Your consideration and concurrence is appreciated.

Attachment

DEPARTMENTAL REPORT

MEMO TO: Jonathan Greene, City Manager
FROM: Jason Yoakam, City Assessor *JY*
DATE: May 13, 2022
RECOMMENDATION: Recommend Adoption of Resolution to Place Delinquent Invoices on 2022 Summer Tax Bills

SUMMARY

Attached is a resolution and a list of parcels having delinquent invoices needing to be billed on the 2022 summer tax bills.

BUDGETARY CONSIDERATIONS

HISTORY, BACKGROUND and DISCUSSION

Chapter 22, Section 22-12 of the City's Code of Ordinance was amended in 2021 to allow these invoices to be placed on property tax bills. The result of this amendment is the attached resolution, with a list of delinquent invoices, to be approved for placement on the 2022 summer tax roll for each respective property.

DISCUSSION OF THE ISSUE

POSITIONS

Recommend adoption of resolution.

ATTACHMENT: Resolution

**A RESOLUTION AUTHORIZING PLACEMENT OF DELINQUENT INVOICES ON
THE SUMMER TAX ROLL CONSISTENT WITH SECTION 22-12 OF THE CITY OF
JACKSON CODE OF ORDINANCES**

BY THE CITY COUNCIL:

WHEREAS, Section 22-12 of the Jackson Code of Ordinances was amended by the City Council on October 12, 2021 to provide that delinquent invoices be placed on the ad valorem property tax bills; and,

WHEREAS, Section 22-12 of the Jackson Code of Ordinances provides that delinquent invoices more than 90 days overdue be reported by the City Clerk to the City Council for approval; and,

WHEREAS, the Finance Department has provided the attached report of delinquent invoices for review and approval by the City Council; and,

WHEREAS, the City Council has reviewed and approved said report, and directs the City Assessor to levy such amounts on the respective properties set forth in the report as a lien which shall be added to the tax roll for each respective property;

NOW, THEREFORE, BE IT RESOLVED, that the City of Jackson City Council hereby resolves to place the list of delinquent invoices accompanying this Resolution as **Attachment A** on the 2022 summer tax roll.

BE IT FURTHER RESOLVED that should any taxpayer pay a delinquent invoice subsequent to adoption of this Resolution, but prior to the commitment of the 2022 summer tax roll in June, 2022 that such delinquent invoice shall be removed from the roll for that property.

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

I, Andrea Muray, City Clerk in and for the City of Jackson, County of Jackson and State of Michigan, do hereby certify that the foregoing is a true and complete copy of a Resolution adopted by the Jackson City Council on the 24th day of May, 2022.

IN WITNESS WHEREOF, I have hereto affixed my signature and the seal of the City of Jackson, Michigan, on this 25th day of May, 2022.

Andrea Muray, City Clerk

PIN	NUM	DIR	STREET	OWNER NAME	INVOICE	DUE	DUE	invoicenotes
1-0535.1000	1007		LANSING	KRYZA ETAL, DONALD	2000026098	9/16/2020	281.84	PRIVATE PROPERTY MOWING COMPLETED ON 8/6/2020LOCATION: 1007 LANSING AVEINVOICE QUESTIONS? CALL THE DEPT OF PUBLIC WORKS AT (517) 788-4170
1-066900000	400		ADAMS	WINN, CHARLES E	2100026905	6/3/2021	253.04	PRIVATE PROPERTY MOWING COMPLETED ON 5/20/2021LOCATION: 400 ADAMS ST INVOICE QUESTIONS? CALL THE DEPT OF PUBLIC WORKS AT (517) 788-4170
1-081600000	416		DEWEY	LEWIS ETAL, AMANDA J	2100027135	7/7/2021	209.37	PRIVATE PROPERTY MOWING COMPLETED ON 6/24/2021LOCATION: 416 DEWEY AVE INVOICE QUESTIONS? CALL THE DEPT OF PUBLIC WORKS AT (517) 788-4170
2-0038.1000	316 N		BLACKSTONE	RIMENSCHNEIDER, JOSHUA & ANTONIO	2100026739	3/15/2021	307.18	PROPERTY CLEAN-UP - ITEMS REMOVED INCLUDED:PLEASE REMOVE ALL GARBAGE AND DEBRIS FROM THE ENTIRE PROPERTY,INCLUDING GARBAGE, MATTRESSES, INDOOR FURNISHINGS AND TOO MANY OTHERS TO LIST, ON THE SOUTH LAWN.ADDRESS: 316 N BLACKSTONE CITATION DATE: 1/25/2021INVOICE QUESTIONS? CALL THE BUILDING DEPT AT (517) 788-4012
2-0038.1000	316 N		BLACKSTONE	RIMENSCHNEIDER, JOSHUA & ANTONIO	2100026975	6/7/2021	335.56	PRIVATE PROPERTY MOWING COMPLETED ON 5/29/2021LOCATION: 316 N BLACKSTONE STINVOICE QUESTIONS? CALL THE DEPT OF PUBLIC WORKS AT (517) 788-4170
2-057600000	403		STEWARD	CRENSHAW, LISA	2000026576	12/17/2020	228.65	PRIVATE PROPERTY MOWING COMPLETED ON 11/9/20LOCATION: 403 STEWARD AVEINVOICE QUESTIONS? CALL THE DEPT OF PUBLIC WORKS AT (517) 788-4170
2-070200000	316		CARR	WILLIAMS, JOHNNIE L	2100026741	3/15/2021	307.18	PROPERTY CLEAN-UP - ITEMS REMOVED INCLUDED:PLEASE REMOVE ALL GARBAGE, TRASH AND DEBRIS FROM THE ENTIRE PROPERTY.TO INCLUDE BUILDING MATERIAL AND DEBRIS SCATTERED ALL OVER THE PROPERTY.ADDRESS: 316 CARR STCITATION DATE: 12/08/2020INVOICE QUESTIONS? CALL THE BUILDING DEPT AT (517) 788-4012
2-079800000	329 N		GRINNELL	YOUNG, FREDDIE	2100027136	7/7/2021	209.37	PRIVATE PROPERTY MOWING COMPLETED ON 6/22/21LOCATION: 329 N GRINNELL STINVOICE QUESTIONS? CALL THE DEPT OF PUBLIC WORKS AT (517) 788-4170
2-0875.4000	315 N		WISNER	RJ FLIPS LLC	2100027045	6/17/2021	215.10	PRIVATE PROPERTY MOWING COMPLETED ON 6/6/2021LOCATION: 315 N WISNER STINVOICE QUESTIONS? CALL THE DEPT OF PUBLIC WORKS AT (517) 788-4170
2-095300000	510		OAKHILL	BREMBY RICHARD L	2000026232	10/15/2020	2042.99	PROPERTY CLEAN-UP COMPLETED ON 9/15/2020 AT 510 OAKHILL AVE, JACKSON, MI 49202 #460A-5061INVOICE QUESTIONS? CALL THE BUILDING DEPT AT (517) 788-4012

2-100300000	702	OAKHILL	YOELL, DERICK M	2100027015	6/8/2021	297.04	PLEASE REMOVE ALL TRASH, GARBAGE AND DEBRIS FROM THE ENTIRE PROPERTY INCLUDING THE PARKWAY, FRONT YARD AND DRIVEWAY. ADDRESS: 702 OAKHILL AVECITATION DATE: 03/24/2021INVOICE QUESTIONS? CALL THE BUILDING DEPT AT (517) 788-4012
2-100900000	710	OAKHILL	DARROW ESTATE, THOMAS	2000026072	8/27/2020	284.72	PRIVATE PROPERTY MOWING COMPLETED ON 7-25-20LOCATION: 710 OAKHILL AVEINVOICE QUESTIONS? CALL THE DEPT OF PUBLIC WORKS AT (517) 788-4170
2-100900000	710	OAKHILL	DARROW ESTATE, THOMAS	2100027089	6/30/2021	253.04	PRIVATE PROPERTY MOWING COMPLETED ON 6/17/2021LOCATION: 710 OAKHILL AVEINVOICE QUESTIONS? CALL THE DEPT OF PUBLIC WORKS AT (517) 788-4170
2-109900000	714 W	GANSON	ADAMS, PHIL - ETAL	2000026137	9/21/2020	2106.21	PROPERTY CLEAN-UP COMPLETED ON 8/10/020 AT 714 W. GANSON ST, JACKSON, MI. JOB #460A-5058INVOICE QUESTIONS? CALL DEPT. OF PUBLIC WORKS AT (517) 788-4170
2-115700000	526	WEBB	BRITT, NATHYN J H	2100026907	6/3/2021	253.04	PRIVATE PROPERTY MOWING COMPLETED ON 5/16/2021LOCATION: 526 WEBB STINVOICE QUESTIONS? CALL THE DEPT OF PUBLIC WORKS AT (517) 788-4170
2-130500000	902	BUSH	ENBODY, MICHELLE	2100026740	3/15/2021	307.18	PROPERTY CLEAN-UP - ITEMS REMOVED INCLUDED:PLEASE REMOVE THE ALL TRASH GARBAGE AND DEBRIS FROM THE ENTIRE PROPERTYTO INCLUDE PALLET ON SOUTH SIDE OF PROPERTY, BETWEEN FENCE AND SIDEWALK.ADDRESS: 902 BUSH STCITATION DATE: 1/26/2021INVOICE QUESTIONS? CALL THE BUILDING DEPT AT (517) 788-4012
2-135300000	804	LINCOLN	HILL, HERBERT	2100027012	6/8/2021	297.04	REMOVE ALL TRASH, GARBAGE AND DEBRIS FROM THE ENTIRE PROPERTY INCLUDING THE BACK YARD.ADDRESS: 804 LINCOLN STCITATION DATE: 03/25/2021INVOICE QUESTIONS? CALL THE BUILDING DEPT AT (517) 788-4012
2-135300000	804	LINCOLN	HILL, HERBERT	2100027025	6/17/2021	211.78	PRIVATE PROPERTY MOWING COMPLETED ON 6/29/2021LOCATION: 804 LINCOLN STINVOICE QUESTIONS? CALL THE DEPT OF PUBLIC WORKS AT (517) 788-4170
2-135300000	804	LINCOLN	HILL, HERBERT	2100027164	7/12/2021	209.37	PRIVATE PROPERTY MOWING COMPLETED ON 6/27/2021LOCATION: 804 LINCOLN STINVOICE QUESTIONS? CALL THE DEPT OF PUBLIC WORKS AT (517) 788-4170
2-138900000	810	BUSH	RUCKLE ESTATE, STEPHEN	2000026087	9/10/2020	192.28	BOARD UP OF OPEN AND ACCESSIBLE ENTRIES AT 810 BUSH ST., JACKSON, MICHIGAN.INVOICE QUESTIONS? CALL THE DEPT OF NEIGHBORHOOD & ECONOMIC OPERATIONS AT (517) 788-4012
2-138900000	810	BUSH	RUCKLE ESTATE, STEPHEN	2100026908	6/3/2021	253.04	PRIVATE PROPERTY MOWING COMPLETED ON 5/16/2021LOCATION: 810 BUSH STINVOICE QUESTIONS? CALL THE DEPT OF PUBLIC WORKS AT (517) 788-4170

2-138900000	810	BUSH	RUCKLE ESTATE, STEPHEN	2100027090	6/30/2021	253.04	PRIVATE PROPERTY MOWING COMPLETED ON 6/17/2021LOCATION: 810 BUSH STINVOICE QUESTIONS? CALL THE DEPT OF PUBLIC WORKS AT (517) 788-4170
2-143100000	828	BACKUS	JEWETT ESTATE, VERA F	2100026909	6/3/2021	170.52	PRIVATE PROPERTY MOWING COMPLETED ON 5/16/2021LOCATION: 828 BACKUS STINVOICE QUESTIONS? CALL THE DEPT OF PUBLIC WORKS AT (517) 788-4170
2-152400000	709	BENNETT	HETZEL, JENNA L	2100027046	6/17/2021	211.78	PRIVATE PROPERTY MOWING COMPLETED ON 6/6/2021LOCATION: 709 BENNETT STINVOICE QUESTIONS? CALL THE DEPT OF PUBLIC WORKS AT (517) 788-4170
2-154700000	714	BUSH	SUYDAM, WILLIAM D	2100026912	6/3/2021	211.78	PRIVATE PROPERTY MOWING COMPLETED ON 5/21/2021LOCATION: 714 BUSH STINVOICE QUESTIONS? CALL THE DEPT OF PUBLIC WORKS AT (517) 788-4170
2-154800000	712	BUSH	OWENS, DANIEL & REBECCA	2100027026	6/17/2021	211.78	PRIVATE PROPERTY MOWING COMPLETED ON 6/29/2021LOCATION: 712 BUSH STINVOICE QUESTIONS? CALL THE DEPT OF PUBLIC WORKS AT (517) 788-4170
2-2111.1000	1314	LANSING	AUSTIN, BRUCE G & TINA	2100027047	6/17/2021	211.78	PRIVATE PROPERTY MOWING COMPLETED ON 6/6/2021LOCATION: 1314 LANSING AVEINVOICE QUESTIONS? CALL THE DEPT OF PUBLIC WORKS AT (517) 788-4170
2-2470.1000	1514 N	WEST	REALTY INCOME CORPORATION	2100027113	6/30/2021	215.10	PRIVATE PROPERTY MOWING COMPLETED ON 6/13/2021LOCATION: 1514 N WEST AVEINVOICE QUESTIONS? CALL THE DEPT OF PUBLIC WORKS AT (517) 788-4170
3-001600000	608	FIRST	608 FIRST ST LLC	2100027092	6/30/2021	253.04	PRIVATE PROPERTY MOWING COMPLETED ON 6/19/2021LOCATION: 608 FIRST STINVOICE QUESTIONS? CALL THE DEPT OF PUBLIC WORKS AT (517) 788-4170
3-002900000	712	FIRST	ANDERSON, RAYMOND & DIANE	2000026107	9/16/2020	281.84	PRIVATE PROPERTY MOWING COMPLETED ON 8/5/2020LOCATION: 712 FIRST STINVOICE QUESTIONS? CALL THE DEPT OF PUBLIC WORKS AT (517) 788-4170
3-009700000	212	SECOND	ALLEN, JEFFERY M	2100026700	2/19/2021	310.56	PLEASE REMOVE ALL GARBAGE AND DEBRIS FROM THE ENTIRE PROPERTY, INCLUDING FURNITURE, GARBAGE BAGS, AND LOOSE DEBRIS ON WEST LAWN.ADDRESS: 212-214 SECOND STCITATION DATE: 01/14/2021INVOICE QUESTIONS? CALL THE BUILDING DEPT AT (517) 788-4012
3-011500000	406	SECOND	FISHER, MIRRIAH B ETAL	2100026918	6/3/2021	211.78	PRIVATE PROPERTY MOWING COMPLETED ON 5/15/2021LOCATION: 406 SECOND STINVOICE QUESTIONS? CALL THE DEPT OF PUBLIC WORKS AT (517) 788-4170
3-014100000	610	SECOND	DUNN, ELLEN	2000026047	8/27/2020	238.29	PRIVATE PROPERTY MOWING COMPLETED ON: 7/19/20LOCATION: 610 SECOND STINVOICE QUESTIONS? CALL THE DEPT OF PUBLIC WORKS AT (517) 788-4170

3-015200000	708	SECOND	ECKER, PAUL W	2100026925	6/3/2021	211.78	PRIVATE PROPERTY MOWING COMPLETED ON 5/21/2021LOCATION: 708 SECOND STINVOICE QUESTIONS? CALL THE DEPT OF PUBLIC WORKS AT (517) 788-4170
3-057500000	731	FIFTH	WAGLER ETAL, NEIL	2100027144	7/7/2021	250.16	PRIVATE PROPERTY MOWING COMPLETED ON 6/22/21LOCATION: 731 FIFTH STINVOICE QUESTIONS? CALL THE DEPT OF PUBLIC WORKS AT (517) 788-4170
3-059900000	909 W	MICHIGAN	CAUDILL, MATTHEW D	2100026743	3/15/2021	307.18	PROPERTY CLEAN-UP - ITEMS REMOVED INCLUDED:PLEASE REMOVE ALL GARBAGE AND DEBRIS FROM THE ENTIRE PROPERTY INCLUDINGTHE BAGS OF GARBAGE LOCATED AT THE SOUTH SIDE OF THE STRUCTURE.ADDRESS: 909 W MICHIGAN AVE CITATION DATE: 12/04/2020INVOICE QUESTIONS? CALL THE BUILDING DEPT AT (517) 788-4012
3-067000000	1414 W	WASHINGTON	MCCLURE, NICOLE M ETAL	2000026538	12/7/2020	320.70	PROPERTY CLEAN-UP - ITEMS REMOVED INCLUDED:PLEASE REMOVE ALL GARBAGE, DEBRIS AND TRASH FROM THE ENTIRE PROPERTY TO INCLUDE ALL OPEN BAGS OF RAW GARBAGE ON THE GROUND AND IN PILES, UNUSED POOL TOYS, DEFLATED WITH WEEDS GROWING AROUND THEM.ADDRESS: 1414 W WASHINGTON AVECITATION DATE: 9/30/2020INVOICE QUESTIONS? CALL THE BUILDING DEPT AT (517) 788-4012
3-190300000	727	LAWRENCE	FIKES-RATLIFF, PALMA D	2000026048	8/27/2020	284.72	PRIVATE PROPERTY MOWING COMPLETED ON: 7/19/20LOCATION: 727 LAWRENCE STINVOICE QUESTIONS? CALL THE DEPT OF PUBLIC WORKS AT (517) 788-4170
3-190300000	727	LAWRENCE	FIKES-RATLIFF, PALMA D	2100026920	6/3/2021	253.04	PRIVATE PROPERTY MOWING COMPLETED ON 5/21/2021LOCATION: 727 LAWRENCE STINVOICE QUESTIONS? CALL THE DEPT OF PUBLIC WORKS AT (517) 788-4170
3-203400000	904	FIRST	HAWKINS, RUSSELL T & JANICE L	2000026073	8/27/2020	284.72	PRIVATE PROPERTY MOWING COMPLETED ON: 7/27/20LOCATION: 904 FIRST STINVOICE QUESTIONS? CALL THE DEPT OF PUBLIC WORKS AT (517) 788-4170
3-203400000	904	FIRST	HAWKINS, RUSSELL T & JANICE L	2100026922	6/3/2021	170.52	PRIVATE PROPERTY MOWING COMPLETED ON 5/16/2021LOCATION: 904 FIRST STINVOICE QUESTIONS? CALL THE DEPT OF PUBLIC WORKS AT (517) 788-4170
3-203400000	904	FIRST	HAWKINS, RUSSELL T & JANICE L	2100027169	7/12/2021	209.37	PRIVATE PROPERTY MOWING COMPLETED ON 6/27/2021LOCATION: 904 FIRST STINVOICE QUESTIONS? CALL THE DEPT OF PUBLIC WORKS AT (517) 788-4170
3-208900000	612	HARWOOD	WISDOM, RICHARD	2100026923	6/3/2021	170.52	PRIVATE PROPERTY MOWING COMPLETED ON 5/16/2021LOCATION: 612 HARWOOD STINVOICE QUESTIONS? CALL THE DEPT OF PUBLIC WORKS AT (517) 788-4170

3-21600000	409	GARFIELD	COOLEY, TRAVIS W	2000026032	8/20/2020	408.47	DANGEROUS STRUCTURE FEES SECTIONS 17-26 AND 17-27 HAZARDOUS MATERIAL ASSESSMENTADDRESS: 409 GARFIELD ST., JACKSON, MICHIGANINVOICE QUESTIONS? CALL THE DEPT OF NEIGHBORHOOD & ECONOMIC OPERATIONS AT (517) 788- 4012
3-22800000	1309	FOURTH	COX, LESTER C	2100027145	7/7/2021	209.37	PRIVATE PROPERTY MOWING COMPLETED ON 6/22/21LOCATION: 1309 FOURTH ST INVOICE QUESTIONS? CALL THE DEPT OF PUBLIC WORKS AT (517) 788-4170
3-23480000	1502	FIRST	CHAUDHRI, MOHAMMAD IMRAN	2000026187	10/1/2020	278.96	PRIVATE PROERTY MOWING COMPLETED ON 9/1/20LOCATION: 1502 FIRST STINVOICE QUESTIONS? CALL THE DEPT OF PUBLIC WORKS AT (517) 788-4170
3-23910000	401	GRISWOLD	WASHINGTON, CHARLES A	2100027095	6/30/2021	253.04	PRIVATE PROPERTY MOWING COMPLETED ON 6/19/2021LOCATION: 401 GRISWOLD STINVOICE QUESTIONS? CALL THE DEPT OF PUBLIC WORKS AT (517) 788-4170
3-28140000	800	CRESCENT	PIERRE-PAUL, JEAN R	2100026977	6/7/2021	253.04	PRIVATE PROPERTY MOWING COMPLETED ON 5/22/2021LOCATION: 800 CRESCENT STINVOICE QUESTIONS? CALL THE DEPT OF PUBLIC WORKS AT (517) 788-4170
3-28320000	1014	OAKRIDGE	ORLOWSKI ETAL, DAVID	2000026199	10/1/2020	551.73	PRIVATE PROPERTY MOWING COMPLETED ON 9/9/20LOCATION: 1014 OAKRIDGE DRINVOICE QUESTIONS? CALL THE DEPT OF PUBLIC WORKS AT (517) 788-4170
3-28320000	1014	OAKRIDGE	ORLOWSKI ETAL, DAVID	2100026866	5/14/2021	339.38	PRIVATE PROPERTY MOWING COMPLETED ON 5/1/2021LOCATION: 1014 OAKRIDGE DRINVOICE QUESTIONS? CALL THE DEPT OF PUBLIC WORKS AT (517) 788-4170
3-29080000	803	CRESCENT	STONE ESTATE, DASHON M	2100026978	6/7/2021	335.56	PRIVATE PROPERTY MOWING COMPLETED ON 5/22/2021LOCATION: 803 CRESCENT STINVOICE QUESTIONS? CALL THE DEPT OF PUBLIC WORKS AT (517) 788-4170
3-29080000	803	CRESCENT	STONE ESTATE, DASHON M	2100027170	7/12/2021	209.37	PRIVATE PROPERTY MOWING COMPLETED ON 6/27/2021LOCATION: 803 CRESCENT RDINVOICE QUESTIONS? CALL THE DEPT OF PUBLIC WORKS AT (517) 788-4170
3-3252.D000	0	SULGRAVE	WELTER, DEVIN	2100027171	7/12/2021	171.29	PRIVATE PROPERTY MOWING COMPLETED ON 6/27/2021LOCATION: VACANT LOT ON SULGRAVE STINVOICE QUESTIONS? CALL THE DEPT OF PUBLIC WORKS AT (517) 788- 4170
4-01840000	213 S	BLACKSTONE	CASEY, BEATRICE	2000026004	8/6/2020	350.26	BOARD UP OF OPEN AND ACCESSIBLE ENTRIES AT 213 S. BLACKSTONE ST.,JACKSON, MICHIGAN ON 07/23/2020INVOICE QUESTIONS? CALL THE DEPT OF NEIGHBORHOOD & ECONOMIC OPERATIONS AT (517) 788- 4012

4-018400000	213 S	BLACKSTONE	CASEY, BEATRICE	2000026464	11/20/2020	231.06	PRIVATE PROPERTY MOWING COMPLETED ON 10/13/20 LOCATION: 213 S BLACKSTONE ST INVOICE QUESTIONS? CALL THE DEPT OF PUBLIC WORKS AT (517) 788-4170
4-018400000	213 S	BLACKSTONE	CASEY, BEATRICE	2100026882	5/25/2021	214.19	PRIVATE PROPERTY MOWING COMPLETED ON 5/15/2021 LOCATION: 213 S BLACKSTONE ST INVOICE QUESTIONS? CALL THE DEPT OF PUBLIC WORKS AT (517) 788-4170
4-022200000	220 W	FRANKLIN	KOZIOL, MARSHA B	2000026469	11/23/2020	231.06	PRIVATE PROPERTY MOWING COMPLETED ON 10/20/20 LOCATION: 220 W FRANKLIN ST INVOICE QUESTIONS? CALL THE DEPT OF PUBLIC WORKS AT (517) 788-4170
4-022200000	220 W	FRANKLIN	KOZIOL, MARSHA B	2100027054	6/17/2021	211.78	PRIVATE PROPERTY MOWING COMPLETED ON 6/6/2021 LOCATION: 220 W FRANKLIN ST INVOICE QUESTIONS? CALL THE DEPT OF PUBLIC WORKS AT (517) 788-4170
4-039300000	328 W	MASON	OVERTON ETAL, JERMAINE L	2000026153	9/29/2020	330.84	PROPERTY CLEAN-UP - ITEMS REMOVED INCLUDED:PLEASE REMOVE ALL GARBAGE AND DEBRIS FROM THE ENTIRE PROPERTY INCLUDING PORCH AREA. ADDRESS: 328 W MASON ST CITATION DATE: 7/16/2020 INVOICE QUESTIONS? CALL THE BUILDING DEPT AT (517) 788-4012
4-039300000	328 W	MASON	OVERTON ETAL, JERMAINE L	2100027014	6/8/2021	297.04	PLEASE REMOVE ALL GARBAGE AND DEBRIS FROM THE ENTIRE PROPERTY, INCLUDING CARPET, BAGS OF GARBAGE, LOOSE DEBRIS, AND TOO MANY ITEMS TOO LIST.ADDRESS: 328 W MASON ST CITATION DATE: 03/22/2021 INVOICE QUESTIONS? CALL THE BUILDING DEPT AT (517) 788-4012
4-0397.1000	607	FIRST	RODRIGUEZ, LAZARO	2100026695	2/19/2021	313.94	PLEASE REMOVE ALL GARBAGE AND DEBRIS FROM THE ENTIRE PROPERTY, INCLUDING LOOSE DEBRIS AND TRASH BAGS ON EAST LAWN ADDRESS: 607 FIRST ST CITATION DATE: 01/11/2021 INVOICE QUESTIONS? CALL THE BUILDING DEPT AT (517) 788-4012
4-041100000	701	FIRST	VANDERLIP, MICHAEL	2100026884	5/25/2021	151.69	PRIVATE PROPERTY MOWING COMPLETED ON 5/15/2021 LOCATION: 701 FIRST ST INVOICE QUESTIONS? CALL THE DEPT OF PUBLIC WORKS AT (517) 788-4170
4-048900000	229 W	BIDDLE	WATKINS, CHARLENE	2100027096	6/30/2021	253.04	PRIVATE PROPERTY MOWING COMPLETED ON 6/19/2021 LOCATION: 229 W BIDDLE ST INVOICE QUESTIONS? CALL THE DEPT OF PUBLIC WORKS AT (517) 788-4170
4-054400000	313 W	WILKINS	FISHER, MARIE I	2000026139	9/29/2020	281.84	PRIVATE PROPERTY MOWING COMPLETED ON 8/19/2020 LOCATION: 313 W WILKINS ST INVOICE QUESTIONS? CALL THE DEPT OF PUBLIC WORKS AT (517) 788-4170
4-054400000	313 W	WILKINS	FISHER, MARIE I	2100026885	5/25/2021	172.46	PRIVATE PROPERTY MOWING COMPLETED ON 5/15/2021 LOCATION: 313 W WILKINS ST INVOICE QUESTIONS? CALL THE DEPT OF PUBLIC WORKS AT (517) 788-4170

4-058300000	331 W	BIDDLE	MELTON, JACOB	2100027008	6/8/2021	297.04	PLEASE REMOVE ALL GARBAGE AND DEBRIS FROM THE ENTIRE PROPERTY, INCLUDING BUT NOT LIMITED TO AUTO PARTS, TIRES, LAWN TRACTORS, ENGINE HOST, OLD PLOWS, AND TOO MANY MORE ITEMS TO LIST.ADDRESS: 331 W BIDDLE STCITATION DATE: 04/09/2021INVOICE QUESTIONS? CALL THE BUILDING DEPT AT (517) 788-4012
4-059300000	107 W	WILKINS	CANNON, ROBERT D	2100027097	6/30/2021	211.78	PRIVATE PROPERTY MOWING COMPLETED ON 6/17/2021LOCATION: 107 W WILKINS STINVOICE QUESTIONS? CALL THE DEPT OF PUBLIC WORKS AT (517) 788-4170
4-066200000	1015 S	JACKSON	WILSON, DELORES J	2000026265	11/10/2020	276.08	PRIVATE PROPERTY MOWING COMPLETED ON 10/2/2020LOCATION: 1015 S JACKSON STINVOICE QUESTIONS? CALL THE DEPT OF PUBLIC WORKS AT (517) 788-4170
4-067100000	1039 S	JACKSON	HUGHES TIMIKA R	2000026266	11/10/2020	231.06	PRIVATE PROPERTY MOWING COMPLETED ON 10/2/2020LOCATION: 1039 S JACKSON STINVOICE QUESTIONS? CALL THE DEPT OF PUBLIC WORKS AT (517) 788-4170
4-067300000	1045 S	JACKSON	SCHWAB, MONIKA C	2100027176	7/12/2021	250.16	PRIVATE PROPERTY MOWING COMPLETED ON 6/30/2021LOCATION: 1045 S JACKSON STINVOICE QUESTIONS? CALL THE DEPT OF PUBLIC WORKS AT (517) 788-4170
4-070400000	139 W	MORRELL	ALLEN, JEFFREY M	2000026200	10/1/2020	369.94	PRIVATE PROPERTY MOWING COMPLETED ON 9/9/2020LOCATION: 139 W MORRELL STINVOICE QUESTIONS? CALL THE DEPT OF PUBLIC WORKS AT (517) 788-4170
4-094500000	1237	MAPLE	THOMAS, JOHN W & EDITH J REVOC TR	2100026927	6/3/2021	253.04	PRIVATE PROPERTY MOWING COMPLETED ON 5/21/2021LOCATION: 1237 MAPLE AVEINVOICE QUESTIONS? CALL THE DEPT OF PUBLIC WORKS AT (517) 788-4170
4-095400000	1115	WILLIAMS	RUBIANO, GINA	2100026886	5/25/2021	172.46	PRIVATE PROPERTY MOWING COMPLETED ON 5/15/2021LOCATION: 1115 WILLIAMS STINVOICE QUESTIONS? CALL THE DEPT OF PUBLIC WORKS AT (517) 788-4170
4-101100000	1110	WILLIAMS	SCHWAB, MONIKA C	2100026889	5/25/2021	214.19	PRIVATE PROPERTY MOWING COMPLETED ON 5/14/2021LOCATION: 1110 WILLIAMS ST INVOICE QUESTIONS? CALL THE DEPT OF PUBLIC WORKS AT (517) 788-4170

4-102000000	234	ROSEDALE	HUNT, STEPHEN L	2100026870	5/20/2021	300.42	PROPERTY CLEAN-UP - ITEMS REMOVED INCLUDED:PLEASE HAVE ALL GARBAGE AND DEBRIS REMOVED FROM THE PROPERTY TO INCLUDETHE GARBAGE CAN THAT IS NORTH OF THE TWO COMMERCIAL GARBAGE BAGS THAT IS OVERFLOWING WITH CARDBOARD BOXES, THE TIRES THAT ARE PILED NORTH OF THIS AS WELL AS GLASS, POSSIBLY A TRUCK TOPPER, BACK WINDOW OR STORM DOOR LEANINGAGAINST HOME. ADDRESS: 234 ROSEDALE PLCITATION DATE: 02/18/2021INVOICE QUESTIONS? CALL THE BUILDING DEPT AT (517) 788-4012
4-109000000	1228	WOODSUM	CHEETHAM ETAL, JARED S	2100027177	7/12/2021	331.74	PRIVATE PROPERTY MOWING COMPLETED ON 6/30/2021LOCATION: 1228 WOODSUM STINVOICE QUESTIONS? CALL THE DEPT OF PUBLIC WORKS AT (517) 788-4170
4-111100000	229	ROCKWELL	STAFFORD, WILMER & KIMBERLY	2000026472	11/23/2020	276.08	PRIVATE PROPERTY MOWING COMPLETED ON 10/21/2020LOCATION: 229 ROCKWELL STINVOICE QUESTIONS? CALL THE DEPT OF PUBLIC WORKS AT (517) 788-4170
4-111100000	229	ROCKWELL	STAFFORD, WILMER & KIMBERLY	2100026744	3/15/2021	307.18	PROPERTY CLEAN-UP - ITEMS REMOVED INCLUDED:PLEASE REMOVE ALL GARBAGE AND DEBRIS FROM THE ENTIRE PROPERTY TO INCLUDE THE BURNING BARREL THAT'S CUT IN HALF, BROKEN CHAIR, TIRE, GARBAGE BAGS, COMFORTER AND OTHER ITEMS IN FRONT OF 229 1/2 AS WELL AS A GARBAGE BAG SITTING NEXT TO THE SHED, EAST OF 229 1/2.ADDRESS: 229 ROCKWELL STCITATION DATE: 11/16/2020INVOICE QUESTIONS? CALL THE BUILDING DEPT AT (517) 788-4012
4-130100000	1125	GREENWOOD	WILLIAMS, JOHNNIE	2100026871	5/20/2021	634.17	PROPERTY CLEAN-UP - ITEMS REMOVED INCLUDED:PLEASE REMOVE ALL GARBAGE AND DEBRIS OUTSIDE THE REAR STAIRWAY ON THE GROUND, AS WELL AS ON THE SOUTH SIDE OF THE HOME, CARPET, PADDING, BUILDING MATERIALS, BOXES, GARBAGE BAGS, ETC..ADDRESS: 1125 GREENWOOD AVECITATION DATE: 10/20/2020INVOICE QUESTIONS? CALL THE BUILDING DEPT AT (517) 788-4012
4-137200000	213 W	HIGH	MILLER, BRANDY D	2100026930	6/3/2021	211.78	PRIVATE PROPERTY MOWING COMPLETED ON 5/21/2021LOCATION: 213 W HIGH STINVOICE QUESTIONS? CALL THE DEPT OF PUBLIC WORKS AT (517) 788-4170
4-137300000	211 W	HIGH	CORDOVA, JORGE A	2100026931	6/3/2021	253.04	PRIVATE PROPERTY MOWING COMPLETED ON 5/21/2021LOCATION: 211 W HIGH STINVOICE QUESTIONS? CALL THE DEPT OF PUBLIC WORKS AT (517) 788-4170

4-137400000	209 W	HIGH	MARTIN, RONALD L	2000026533	12/4/2020	320.70	PROPERTY CLEAN-UP - ITEMS REMOVED INCLUDED:PLEASE REMOVE ALL GARBAGE AND DEBRIS FROM THE ENTIRE PROPERTY TO INCLUDE WHITE GARBAGE BAG THAT IS BROKEN OPEN SPILLING RAW GARBAGE, CANS, PAPER, ETC., AS WELL AS TIRE RIM, BROKEN LAWN CHAIR AND WOOD.ADDRESS: 209 W HIGH STCITATION DATE: 10/06/2020INVOICE QUESTIONS? CALL THE BUILDING DEPT AT (517) 788-4012
4-150400000	135 W	HIGH	THORNE PATRICIA ETAL	2100026616	1/21/2021	317.32	PROPERTY CLEAN-UP - ITEMS REMOVED INCLUDED:PLEASE REMOVE ALL GARBAGE AND DEBRIS FROM THE ENTIRE PROPERTY TO INCLUDE THE BLACK GARBAGE BAGS THAT ARE ON THE GROUND NEXT TO THE GARBAGE CAN ON THE WEST SIDE OF THE HOME, THE GARBAGE BAGS THAT ARE IN FRONT OF THE GARAGE ON THE NORTH SIDE OF THE GARAGE AS WELL AS THE CARDBOARD AND OTHER DEBRIS THAT IS SCATTERED THROUGHOUT THE BACK SOUTH YARD AS SOON AS POSSIBLE.ADDRESS: 135 W HIGH STREETCITATION DATE: 9/15/2020INVOICE QUESTIONS? CALL THE BUILDING DEPT AT (517) 788-4012
4-155700000	1414	MAPLE	DARROW ESTATE, THOMAS	2000026489	11/24/2020	276.08	PRIVATE PROPERTY MOWING COMPLETED ON 9/22/20LOCATION: 1414 MAPLE AVEINVOICE QUESTIONS? CALL THE DEPT OF PUBLIC WORKS AT (517) 788-4170
4-155700000	1414	MAPLE	DARROW ESTATE, THOMAS	2100026932	6/3/2021	253.04	PRIVATE PROPERTY MOWING COMPLETED ON 5/21/2021LOCATION: 1414 MAPLE AVE INVOICE QUESTIONS? CALL THE DEPT OF PUBLIC WORKS AT (517) 788-4170
4-174200000	0	BLOOMFIELD	KRZECZKOWSKI, MAK	2100027178	7/12/2021	250.16	PRIVATE PROPERTY MOWING COMPLETED ON 6/30/2021LOCATION: VACANT LOT ON BLOOMFIELD BLVDINVOICE QUESTIONS? CALL THE DEPT OF PUBLIC WORKS AT (517) 788-4170
4-186200000	226 W	PROSPECT	DESHRAJ, MEGHNA	2100027179	7/12/2021	250.16	PRIVATE PROPERTY MOWING COMPLETED ON 6/27/2021LOCATION: 226 W PROSPECT STINVOICE QUESTIONS? CALL THE DEPT OF PUBLIC WORKS AT (517) 788-4170
4-186800000	238 W	PROSPECT	RJ FLIPS LLC	2000026271	11/10/2020	279.72	PRIVATE PROPERTY MOWING COMPLETED ON 10/13/20LOCATION: 238 W PROSPECT STINVOICE QUESTIONS? CALL THE DEPT OF PUBLIC WORKS AT (517) 788-4170
4-186800000	238 W	PROSPECT	RJ FLIPS LLC	2100026981	6/7/2021	338.88	PRIVATE PROPERTY MOWING COMPLETED ON 5/22/2021LOCATION: 238 W PROSPECT STINVOICE QUESTIONS? CALL THE DEPT OF PUBLIC WORKS AT (517) 788-4170

5-006400000	133 E	WASHINGTON	SONIC INVESTMENTS LLC	2000026143	9/29/2020	281.84	PRIVATE PROPERTY MOWING COMPLETED ON 8/18/20 LOCATION: 133 E WASHINGTON AVE INVOICE QUESTIONS? CALL THE DEPT OF PUBLIC WORKS AT (517) 788-4170
5-006400000	133 E	WASHINGTON	SONIC INVESTMENTS LLC	2000026473	11/23/2020	231.06	PRIVATE PROPERTY MOWING COMPLETED ON 10/21/20 LOCATION: 133 E WASHINGTON AVE INVOICE QUESTIONS? CALL THE DEPT OF PUBLIC WORKS AT (517) 788-4170
5-006400000	133 E	WASHINGTON	SONIC INVESTMENTS LLC	2100027029	6/17/2021	211.78	PRIVATE PROPERTY MOWING COMPLETED ON 6/29/2021 LOCATION: 133 E WASHINGTON AVE INVOICE QUESTIONS? CALL THE DEPT OF PUBLIC WORKS AT (517) 788-4170
5-022100000	108 E	BIDDLE	SAFIYE, KAYA	2000026503	11/24/2020	276.08	PRIVATE PROPERTY MOWING COMPLETED ON 9/30/20 LOCATION: 108 E BIDDLE ST INVOICE QUESTIONS? CALL THE DEPT OF PUBLIC WORKS AT (517) 788-4170
5-023100000	712 S	MARTIN LUTHER KING JR	MOOREHEAD, DEBRONJIA D	2100027056	6/17/2021	115.48	PRIVATE PROPERTY MOWING COMPLETED ON 6/6/2021 LOCATION: 712 S MARTIN LUTHER KING JR DR INVOICE QUESTIONS? CALL THE DEPT OF PUBLIC WORKS AT (517) 788-4170
5-023200000	720 S	MARTIN LUTHER KING JR	MOHAMED, ELHAM SADEQ SAEED	2100027057	6/17/2021	253.04	PRIVATE PROPERTY MOWING COMPLETED ON 6/6/2021 LOCATION: 720 S MARTIN LUTHER KING JR DR INVOICE QUESTIONS? CALL THE DEPT OF PUBLIC WORKS AT (517) 788-4170
5-033800000	823 S	MILWAUKEE	HELTON DANNY & RUTHANN	2100026620	1/22/2021	317.32	PROPERTY CLEAN-UP - ITEMS REMOVED INCLUDED:PLEASE REMOVE ALL GARBAGE AND DEBRIS FROM THE ENTIRE PROPERTY TO INCLUDE THE BLACK GARBAGE BAG THAT IS ON THE GROUND, IN FRONT OF THE HOME AND THE NUMEROUS GARBAGE BAGS THAT ARE PILED UP, ALONG WITH THE WOOD ON THE SOUTHWEST COMER OF THE PROPERTY NEAR A GARBAGE CAN.ADDRESS: 823 S MILWAUKEE ST CITATION DATE: 12/4/2020 INVOICE QUESTIONS? CALL THE BUILDING DEPT AT (517) 788-4012
5-034700000	835 S	MILWAUKEE	TRANSCENDENT INVESTMENTS LLC	2000026075	8/27/2020	377.58	PRIVATE PROPERTY MOWING COMPLETED ON: 7/25/20 LOCATION: 835 S MILWAUKEE ST INVOICE QUESTIONS? CALL THE DEPT OF PUBLIC WORKS AT (517) 788-4170
5-034700000	835 S	MILWAUKEE	TRANSCENDENT INVESTMENTS LLC	2100026891	5/25/2021	214.19	PRIVATE PROPERTY MOWING COMPLETED ON 5/14/2021 LOCATION: 835 S MILWAUKEE ST INVOICE QUESTIONS? CALL THE DEPT OF PUBLIC WORKS AT (517) 788-4170
5-050200000	921	EVERHARD	BLOCK, REGINALD	2100027146	7/7/2021	331.74	PRIVATE PROPERTY MOWING COMPLETED ON 6/24/21 LOCATION: 921 EVERHARD ST INVOICE QUESTIONS? CALL THE DEPT OF PUBLIC WORKS AT (517) 788-4170

5-076900000	1001 S	MILWAUKEE	LUBANA, PARAMJIT S	2100027058	6/17/2021	253.04	PRIVATE PROPERTY MOWING COMPLETED ON 6/6/2021LOCATION: 1001 S MILWAUKEE STINVOICE QUESTIONS? CALL THE DEPT OF PUBLIC WORKS AT (517) 788-4170
5-077000000	1005 S	MILWAUKEE	LUBANA, PARAMJIT S	2100027059	6/17/2021	253.04	PRIVATE PROPERTY MOWING COMPLETED ON 6/6/2021LOCATION: 1005 S MILWAUKEE STINVOICE QUESTIONS? CALL THE DEPT OF PUBLIC WORKS AT (517) 788-4170
5-077100000	205	MITCHELL	LUBANA, PARAMJIT S	2100027060	6/17/2021	253.04	PRIVATE PROPERTY MOWING COMPLETED ON 6/6/2021LOCATION: 205 MITCHELL STINVOICE QUESTIONS? CALL THE DEPT OF PUBLIC WORKS AT (517) 788-4170
5-097500000	1019 S	MILWAUKEE	WILLIAMS ETAL, REBECCA	2100026982	6/7/2021	211.78	PRIVATE PROPERTY MOWING COMPLETED ON 5/22/2021LOCATION: 1019 S MILWAUKEE STINVOICE QUESTIONS? CALL THE DEPT OF PUBLIC WORKS AT (517) 788-4170
5-106800000	1107 S	MARTIN LUTHER KING JR	J&M PROPERTIES LLC	2100027033	6/17/2021	253.04	PRIVATE PROPERTY MOWING COMPLETED ON 6/6/2021LOCATION: 1107 S MARTIN LUTHER KING JR DRINVOICE QUESTIONS? CALL THE DEPT OF PUBLIC WORKS AT (517) 788-4170
5-110400000	1207 S	MARTIN LUTHER KING JR	DARROW ESTATE, THOMAS	2000026291	11/12/2020	188.36	BOARD UP OF OPEN AND ACCESSIBLE ENTRIES FOR THE PROPERTY LOCATEDAT 1207 S. MARTIN LUTHER KING JR ON 10-27-2020INVOICE QUESTIONS? CALL THE DEPT OF NEIGHBORHOOD & ECONOMIC OPERATIONS AT (517) 788-4012
5-110400000	1207 S	MARTIN LUTHER KING JR	DARROW ESTATE, THOMAS	2000026500	11/24/2020	276.08	PRIVATE PROPERTY MOWING COMPLETED ON 9/23/20LOCATION: 1207 S MARTIN LUTHER KING JR DRINVOICE QUESTIONS? CALL THE DEPT OF PUBLIC WORKS AT (517) 788-4170
5-110400000	1207 S	MARTIN LUTHER KING JR	DARROW ESTATE, THOMAS	2100026894	5/25/2021	172.46	PRIVATE PROPERTY MOWING COMPLETED ON 5/15/2021LOCATION: 1207 S MARTIN LUTHER KING JR DRINVOICE QUESTIONS? CALL THE DEPT OF PUBLIC WORKS AT (517) 788-4170
5-123900000	111	STANLEY	SCHWAB, MONIKA	2100026984	6/7/2021	253.04	PRIVATE PROPERTY MOWING COMPLETED ON 5/22/2021LOCATION: 111 STANLEY AVEINVOICE QUESTIONS? CALL THE DEPT OF PUBLIC WORKS AT (517) 788-4170
5-126600000	103 W	HIGH	LUBANA, PARAMJIT S	2100027102	6/30/2021	211.78	PRIVATE PROPERTY MOWING COMPLETED ON 7/17/2021LOCATION: 103 W HIGH STINVOICE QUESTIONS? CALL THE DEPT OF PUBLIC WORKS AT (517) 788-4170
5-128200000	105 E	HIGH	GLOBAL REAL INVESTMENTS LLC	2000026116	9/16/2020	281.84	PRIVATE PROPERTY MOWING COMPLETED ON 8/5/2020LOCATION: 105 E HIGH ST INVOICE QUESTIONS? CALL THE DEPT OF PUBLIC WORKS AT (517) 788-4170

5-128200000	105 E	HIGH	GLOBAL REAL INVESTMENTS LLC	2100027035	6/17/2021	253.04	PRIVATE PROPERTY MOWING COMPLETED ON 6/29/2021 LOCATION: 105 E HIGH ST INVOICE QUESTIONS? CALL THE DEPT OF PUBLIC WORKS AT (517) 788-4170
5-132400000	134	DAMON	UPSHAW, VINCENT E	2100026985	6/7/2021	253.04	PRIVATE PROPERTY MOWING COMPLETED ON 5/22/2021 LOCATION: 134 DAMON ST INVOICE QUESTIONS? CALL THE DEPT OF PUBLIC WORKS AT (517) 788-4170
5-136000000	131	DAMON	CANNON ESTATE, JAMES D	2100027036	6/17/2021	211.78	PRIVATE PROPERTY MOWING COMPLETED ON 6/29/2021 LOCATION: 131 DAMON ST INVOICE QUESTIONS? CALL THE DEPT OF PUBLIC WORKS AT (517) 788-4170
5-138100000	209	DAMON	CANNON, JAMES ESTATE	2100026694	2/19/2021	310.56	PLEASE REMOVE ALL DISCARDED, ABANDONED, UNUSED GARBAGE, TRASH, JUNK, DEBRIS, SCRAP & WASTE, INCLUDING HOME FURNISHINGS/FIXTURES, KITCHEN APPLIANCES REMODELING SCRAP, PAPER, CARDBOARD, PLASTIC, WOOD, METAL, FABRIC, GLASS, TIRES, CARPET, BUILDING AND SIMILAR MATERIALS, ACCESSORIES, CONTAINERS AND COMPONENTS, ACCUMULATION OF GARBAGE BAGS WITH UNKNOWN CONTENTS FROM THE ENTIRE PROPERTY TO INCLUDE BEHIND/BESIDE ACCESSORY STRUCTURES (SHEDS, GARAGES ETC.). ADDRESS: 209 DAMON ST CITATION DATE: 12/14/2020 INVOICE QUESTIONS? CALL THE BUILDING DEPT AT (517) 788-4012
5-140700000	1507 S	MARTIN LUTHER KING JR	CANNON ESTATE, JAMES D	2000026491	11/24/2020	231.06	PRIVATE PROPERTY MOWING COMPLETED ON 9/22/20 LOCATION: 1507 S MARTIN LUTHER KING JR DR INVOICE QUESTIONS? CALL THE DEPT OF PUBLIC WORKS AT (517) 788-4170
5-141100000	115	WALL	CANNON ESTATE, JAMES	2100026986	6/7/2021	253.04	PRIVATE PROPERTY MOWING COMPLETED ON 5/29/2021 LOCATION: 115 WALL ST INVOICE QUESTIONS? CALL THE DEPT OF PUBLIC WORKS AT (517) 788-4170
5-186300000	0 E	PROSPECT	FRANCIS & PROSPECT LLC	2000026505	11/24/2020	459.64	PRIVATE PROPERTY MOWING COMPLETED ON 9/30/20 LOCATION: VACANT LOT ON E PROSPECT ST 5-1863 INVOICE QUESTIONS? CALL THE DEPT OF PUBLIC WORKS AT (517) 788-4170
5-186300000	0 E	PROSPECT	FRANCIS & PROSPECT LLC	2100026980	6/7/2021	998.88	PRIVATE PROPERTY MOWING/TRASH & DEBRIS CLEANUP COMPLETED ON 5/21/2021 LOCATION: VACANT LOT ON E PROSPECT ST INVOICE QUESTIONS? CALL THE DEPT OF PUBLIC WORKS AT (517) 788-4170
5-194000000	326 E	SOUTH	CRADDOCK, SHANA	2000026191	10/1/2020	369.94	PRIVATE PROPERTY MOWING COMPLETED ON 9/1/20 LOCATION: 326 E SOUTH ST INVOICE QUESTIONS? CALL THE DEPT OF PUBLIC WORKS AT (517) 788-4170
5-2159.1000	450 E	PROSPECT	BASHIR, ALEXANDER	2100027103	6/30/2021	338.88	PRIVATE PROPERTY MOWING COMPLETED ON 7/17/2021 LOCATION: 450 E PROSPECT ST INVOICE QUESTIONS? CALL THE DEPT OF PUBLIC WORKS AT (517) 788-4170

5-2186.3AA0	1914 S	COOPER	KSIAZKIEWICZ, FRANK	2000026267	11/10/2020	366.12	PRIVATE PROPERTY MOWING COMPLETED ON 10/2/2020 LOCATION: 1914 S COOPER ST INVOICE QUESTIONS? CALL THE DEPT OF PUBLIC WORKS AT (517) 788-4170
6-032900000	329	JOHNSON	DAVIS, DONALD & RHONDA	1900024284	6/28/2019	377.58	PRIVATE PROPERTY MOWING COMPLETED ON 6/14/2019 LOCATION: 329 JOHNSON ST INVOICE QUESTIONS? CALL THE DEPT OF PUBLIC WORKS AT (517) 788-4170
6-050700000	1505	DEYO	HARRIS, EDDIE	2100026964	6/7/2021	253.04	PRIVATE PROPERTY MOWING COMPLETED ON 5/29/2021 LOCATION: 1505 DEYO ST INVOICE QUESTIONS? CALL THE DEPT OF PUBLIC WORKS AT (517) 788-4170
6-088700000	203 S	GORHAM	BASHIR NASIR A	2000026292	11/12/2020	324.08	PLEASE REMOVE ALL DISCARDED, ABANDONED, UNUSED GARBAGE TRASH JUNK DEBRIS SCRAP WASTE INCLUDING HOME FURNISHINGS/FIXTURES, KITCHEN APPLIANCES REMODELING SCRAP, PAPER, CARDBOARD, PLASTIC, WOOD, METAL, FABRIC, GLASS, TIRES, CARPET, BUILDING AND SIMILAR MATERIALS, ACCESSORIES, CONTAINERS AND COMPONENTS, ACCUMULATION OF GARBAGE BAGS WITH UNKNOWN CONTENTS FROM ENTIRE PROPERTY TO INCLUDE BEHIND/BESIDE ACCESSORY STRUCTURES (SHEDS, GARAGES ETC.). ADDRESS: 203 S GORHAM ST CITATION DATE: 9/02/2020 INVOICE QUESTIONS? CALL THE BUILDING DEPT AT (517) 788-4012
6-092400000	212 S	FORBES	SNYDER, MARIAH & WASHINGTON, ANGELA	2000026194	10/1/2020	278.96	PRIVATE PROPERTY MOWING COMPLETED ON 9/1/2020 LOCATION: 212 S FORBES ST INVOICE QUESTIONS? CALL THE DEPT OF PUBLIC WORKS AT (517) 788-4170
6-103200000	1811	CHAPIN	DAVIS LINDA L & SMITH JERRY ESTATE	2000026243	10/29/2020	327.46	PROPERTY CLEAN-UP - ITEMS REMOVED INCLUDED: PLEASE REMOVE ALL DISCARDED, ABANDONED, UNUSED GARBAGE TRASH JUNK DEBRIS SCRAP WASTE INCLUDING HOME FURNISHINGS/FIXTURES, KITCHEN APPLIANCES REMODELING SCRAP, PAPER, CARDBOARD, PLASTIC, WOOD, METAL, FABRIC, GLASS, TIRES, CARPET, BUILDING AND SIMILAR MATERIALS, ACCESSORIES, CONTAINERS AND COMPONENTS, ACCUMULATION OF GARBAGE BAGS WITH UNKNOWN CONTENTS FROM ENTIRE PROPERTY TO INCLUDE BEHIND/BESIDE ACCESSORY STRUCTURES (SHEDS, GARAGES ETC.). ADDRESS: 1811 CHAPIN ST CITATION DATE: 8/11/2020 INVOICE QUESTIONS? CALL THE BUILDING DEPT AT (517) 788-4012
6-127700000	1806	PRINGLE	STEEL, JACOB	2000026147	9/29/2020	281.84	PRIVATE PROPERTY MOWING COMPLETED ON 8/18/2020 LOCATION: 1806 PRINGLE AVE INVOICE QUESTIONS? CALL THE DEPT OF PUBLIC WORKS AT (517) 788-4170

6-127700000	1806	PRINGLE	STEEL, JACOB	2100027150	7/7/2021	209.37	PRIVATE PROPERTY MOWING COMPLETED ON 6/21/21 LOCATION: 1806 PRINGLE AVE INVOICE QUESTIONS? CALL THE DEPT OF PUBLIC WORKS AT (517) 788-4170
6-141500000	1607	PRINGLE	GLENN, LESLEY A	2000026536	12/7/2020	320.70	PROPERTY CLEAN-UP - ITEMS REMOVED INCLUDED:PLEASE REMOVE ALL DISCARDED, ABANDONED, UNUSED GARBAGE TRASH JUNK DEBRIS SCRAP WASTE INCLUDINGHOME FURNISHINGS/FIXTURES, KITCHEN APPLIANCES REMODELING SCRAP, PAPER, CARDBOARD, PLASTIC,WOOD, METAL, FABRIC, GLASS, TIRES, CARPET, BUILDING AND SIMILAR MATERIALS, ACCESSORIES, CONTAINERS AND COMPONENTS, ACCUMULATION OF GARBAGE BAGS WITH UNKNOWN CONTENTS FROM ENTIRE PROPERTY TO INCLUDE BEHIND/BESIDE ACCESSORY STRUCTURES (SHEDS, GARAGES ETC.). ADDRESS: 1607 PRINGLE AVE CITATION DATE: 10/15/2020 INVOICE QUESTIONS? CALL THE BUILDING DEPT AT (517) 788-4012
6-155700000	0 S	ELM	PENNSYLVANIA LINES LLC, PROP TAX DE	2000026247	10/29/2020	327.46	PROPERTY CLEAN-UP - ITEMS REMOVED INCLUDED:PLEASE REMOVE ALL DISCARDED, ABANDONED, UNUSED GARBAGE TRASH JUNK DEBRIS SCRAP WASTE INCLUDINGHOME FURNISHINGS/FIXTURES, KITCHEN APPLIANCES REMODELING SCRAP, PAPER, CARDBOARD, PLASTIC,WOOD, METAL, FABRIC, GLASS, TIRES, CARPET, BUILDING AND SIMILAR MATERIALS, ACCESSORIES, CONTAINERSAND COMPONENTS, ACCUMULATION OF GARBAGE BAGS WITH UNKNOWN CONTENTS FROM ENTIRE PROPERTY TOINCLUDE BEHIND/BESIDE ACCESSORY STRUCTURES (SHEDS, GARAGES ETC.). ADDRESS: S ELM AVE (PARCEL #6-1557) CITATION DATE: 9/10/2020
6-156700000	723	PAGE	MOORE CO LLC	2100026990	6/7/2021	211.78	PRIVATE PROPERTY MOWING COMPLETED ON 5/22/2021 LOCATION: 723 PAGE AVE INVOICE QUESTIONS? CALL THE DEPT OF PUBLIC WORKS AT (517) 788-4170
7-005700000	215	DETROIT	STOREY'S SPORTSLAND INC	2000026478	11/23/2020	186.04	PRIVATE PROPERTY MOWING COMPLETED ON 10/21/2020 LOCATION: 215 DETROIT ST INVOICE QUESTIONS? CALL THE DEPT OF PUBLIC WORKS AT (517) 788-4170
7-006000000	0	DETROIT	STOREY'S SPORTSLAND INC	2000026479	11/23/2020	306.04	PRIVATE PROPERTY MOWING COMPLETED ON 10/21/2020 LOCATION: VACANT LOT ON DETROIT ST 7-0060 INVOICE QUESTIONS? CALL THE DEPT OF PUBLIC WORKS AT (517) 788-4170
7-023600000	711	BURR	PASCARELLA, DAVID A	2100026994	6/7/2021	335.56	PRIVATE PROPERTY MOWING COMPLETED ON 5/23/2021 LOCATION: 711 BURR ST INVOICE QUESTIONS? CALL THE DEPT OF PUBLIC WORKS AT (517) 788-4170

7-023600000	711	BURR	PASCARELLA, DAVID A	2100027106	6/30/2021	211.78	PRIVATE PROPERTY MOWING COMPLETED ON 6/13/2021LOCATION: 711 BURR STINVOICE QUESTIONS? CALL THE DEPT OF PUBLIC WORKS AT (517) 788-4170
7-023700000	715	BURR	PASCARELLA, DAVID A	2100026995	6/7/2021	335.56	PRIVATE PROPERTY MOWING COMPLETED ON 5/23/2021LOCATION: 715 BURR STINVOICE QUESTIONS? CALL THE DEPT OF PUBLIC WORKS AT (517) 788-4170
7-023700000	715	BURR	PASCARELLA, DAVID A	2100027107	6/30/2021	211.78	PRIVATE PROPERTY MOWING COMPLETED ON 6/13/2021LOCATION: 715 BURR STINVOICE QUESTIONS? CALL THE DEPT OF PUBLIC WORKS AT (517) 788-4170
7-027100000	450	COOPER	SAGRADA EDGE CONSULTING LLC	2100026937	6/3/2021	335.56	PRIVATE PROPERTY MOWING COMPLETED ON 5/20/2021LOCATION: 450 COOPER STINVOICE QUESTIONS? CALL THE DEPT OF PUBLIC WORKS AT (517) 788-4170
7-030700000	303	HOMEWILD	TRIANA ENTERPRISES ETAL	2100026965	6/7/2021	211.78	PRIVATE PROPERTY MOWING COMPLETED ON 5/25/2021LOCATION: 303 HOMEWILD AVEINVOICE QUESTIONS? CALL THE DEPT OF PUBLIC WORKS AT (517) 788-4170
7-036300000	709	HOMEWILD	HILL, DORIS A	2000026058	8/27/2020	284.72	PRIVATE PROPERTY MOWING COMPLETED ON: 7/19/20LOCATION: 709 HOMEWILD AVEINVOICE QUESTIONS? CALL THE DEPT OF PUBLIC WORKS AT (517) 788-4170
7-036300000	709	HOMEWILD	HILL, DORIS A	2000026534	12/4/2020	320.70	PROPERTY CLEAN-UP - ITEMS REMOVED INCLUDED:PLEASE REMOVE ALL DISCARDED, ABANDONED, UNUSED GARBAGE TRASH JUNK DEBRIS SCRAP WASTE INCLUDINGHOME FURNISHINGS/FIXTURES, KITCHEN APPLIANCES REMODELING SCRAP, PAPER, CARDBOARD, PLASTIC,WOOD, METAL, FABRIC, GLASS, TIRES, CARPET, BUILDING AND SIMILAR MATERIALS, ACCESSORIES, CONTAINERS AND COMPONENTS, ACCUMULATION OF GARBAGE BAGS WITH UNKNOWN CONTENTS FROM ENTIRE PROPERTY TO INCLUDE BEHIND/BESIDE ACCESSORY STRUCTURES (SHEDS, GARAGES ETC.). ADDRESS: 709 HOMEWILD AVECITATION DATE: 9/16/2020INVOICE QUESTIONS? CALL THE BUILDING DEPT AT (517) 788-4012
7-036300000	709	HOMEWILD	HILL, DORIS A	2100026996	6/7/2021	253.04	PRIVATE PROPERTY MOWING COMPLETED ON 5/23/2021LOCATION: 709 HOMEWILD AVEINVOICE QUESTIONS? CALL THE DEPT OF PUBLIC WORKS AT (517) 788-4170
7-036300000	709	HOMEWILD	HILL, DORIS A	2100027152	7/7/2021	250.16	PRIVATE PROPERTY MOWING COMPLETED ON 6/21/21LOCATION: 709 HOMEWILD AVEINVOICE QUESTIONS? CALL THE DEPT OF PUBLIC WORKS AT (517) 788-4170
7-037200000	315 N	PERRINE	GENIX, LONNIE J & KATHY A	2000026059	8/27/2020	284.72	PRIVATE PROPERTY MOWING COMPLETED ON: 7/19/20LOCATION: 315 N PERRINE STINVOICE QUESTIONS? CALL THE DEPT OF PUBLIC WORKS AT (517) 788-4170

7-037200000	315 N	PERRINE	GENIX, LONNIE J & KATHY A	2100026997	6/7/2021	198.00	PRIVATE PROPERTY MOWING COMPLETED ON 5/23/2021 LOCATION: 315 N PERRINE ST INVOICE QUESTIONS? CALL THE DEPT OF PUBLIC WORKS AT (517) 788-4170
7-056900000	513 E	GANSON	WALKER JR, TIMOTHY E	2000026203	10/1/2020	278.96	PRIVATE PROPERTY MOWING COMPLETED ON 9/9/20 LOCATION: 513 E GANSON ST INVOICE QUESTIONS? CALL THE DEPT OF PUBLIC WORKS AT (517) 788-4170
7-056900000	513 E	GANSON	WALKER JR, TIMOTHY E	2100026938	6/3/2021	253.04	PRIVATE PROPERTY MOWING COMPLETED ON 5/21/2021 LOCATION: 513 E GANSON ST INVOICE QUESTIONS? CALL THE DEPT OF PUBLIC WORKS AT (517) 788-4170
7-057600000	617 E	GANSON	PLATE, TREVOR	2100026966	6/7/2021	253.04	PRIVATE PROPERTY MOWING COMPLETED ON 5/25/2021 LOCATION: 617 E GANSON ST INVOICE QUESTIONS? CALL THE DEPT OF PUBLIC WORKS AT (517) 788-4170
7-059500000	658	COOPER	CANNON ESTATE, JAMES	2100027040	6/17/2021	253.04	PRIVATE PROPERTY MOWING COMPLETED ON 6/29/2021 LOCATION: 658 COOPER ST INVOICE QUESTIONS? CALL THE DEPT OF PUBLIC WORKS AT (517) 788-4170
7-077600000	1011 E	GANSON	ALEN, JEFFERY M	2100026967	6/7/2021	253.04	PRIVATE PROPERTY MOWING COMPLETED ON 5/29/2021 LOCATION: 1011 E GANSON ST INVOICE QUESTIONS? CALL THE DEPT OF PUBLIC WORKS AT (517) 788-4170
7-087700000	1205 E	GANSON	KING, MARCIA D	2000026060	8/27/2020	238.29	PRIVATE PROPERTY MOWING COMPLETED ON: 7/19/20 LOCATION: 1205 E GANSON INVOICE QUESTIONS? CALL THE DEPT OF PUBLIC WORKS AT (517) 788-4170
7-087700000	1205 E	GANSON	KING, MARCIA D	2100026896	5/25/2021	255.92	PRIVATE PROPERTY MOWING COMPLETED ON 5/12/2021 LOCATION: 1205 E GANSON ST INVOICE QUESTIONS? CALL THE DEPT OF PUBLIC WORKS AT (517) 788-4170
7-100500000	212	SEYMOUR	GUARDIAN ANGEL HOMES LLC	2100027000	6/7/2021	211.78	PRIVATE PROPERTY MOWING COMPLETED ON 5/22/2021 LOCATION: 212 SEYMOUR AVE INVOICE QUESTIONS? CALL THE DEPT OF PUBLIC WORKS AT (517) 788-4170

7-100500000	212	SEYMOUR	GUARDIAN ANGEL HOMES LLC	2100027019	6/8/2021	297.04	PLEASE REMOVE ALL DISCARDED, ABANDONED, UNUSED GARBAGE, TRASH, JUNK, DEBRIS, SCRAP & WASTE INCLUDING HOME FURNISHINGS/FIXTURES, KITCHEN APPLIANCES, REMODELING SCRAP, PAPER, CARDBOARD, PLASTIC, WOOD, METAL, FABRIC, GLASS, TIRES, CARPET, BUILDING AND SIMILAR MATERIALS, ACCESSORIES, CONTAINERS AND COMPONENTS, ACCUMULATION OF GARBAGE BAGS WITH UNKNOWN CONTENTS FROM THE ENTIRE PROPERTY TO INCLUDE BEHIND/BESIDE ACCESSORY STRUCTURES (SHEDS, GARAGES ETC.).ADDRESS: 212 SEYMOUR AVECITATION DATE: 04/14/2021INVOICE QUESTIONS? CALL THE BUILDING DEPT AT (517) 788-4012
7-100500000	212	SEYMOUR	GUARDIAN ANGEL HOMES LLC	2100027153	7/7/2021	209.37	PRIVATE PROPERTY MOWING COMPLETED ON 6/21/21LOCATION: 212 SEYMOUR AVEINVOICE QUESTIONS? CALL THE DEPT OF PUBLIC WORKS AT (517) 788-4170
7-105000000	208	ORANGE	PLATE, TREVOR	2000026174	9/30/2020	373.76	PRIVATE PROPERTY MOWING COMPLETED ON 8/18/20LOCATION: 208 ORANGE STINVOICE QUESTIONS? CALL THE DEPT OF PUBLIC WORKS AT (517) 788-4170
7-117600000	213 N	PLEASANT	WHITAKER, CRAIG L	2000026245	10/29/2020	327.46	PROPERTY CLEAN-UP - ITEMS REMOVED INCLUDED:PLEASE REMOVE ALL GARBAGE AND DEBRIS FROM THE ENTIRE PROPERTY INCLUDINGTHE TRUCK CAP IN THE YARD AND TABLETOP IN THE PARKWAY, CART WITH DEBRISCHILDREN'S TOYS, AND OTHER REFUSE/DEBRIS.ADDRESS: 213 N PLEASANT STCITATION DATE: 7/21/2020INVOICE QUESTIONS? CALL THE BUILDING DEPT AT (517) 788-4012
8-011000000	313 N	GORHAM	MIELKE, RANDALL	2000026065	8/27/2020	238.29	PRIVATE PROPERTY MOWING COMPLETED ON: 7/18/20LOCATION: 313 N GORHAM STINVOICE QUESTIONS? CALL THE DEPT OF PUBLIC WORKS AT (517) 788-4170
8-011000000	313 N	GORHAM	MIELKE, RANDALL	2100027186	7/12/2021	290.95	PRIVATE PROPERTY MOWING COMPLETED ON 6/27/2021LOCATION: 313 N GORHAM STINVOICE QUESTIONS? CALL THE DEPT OF PUBLIC WORKS AT (517) 788-4170
8-011100000	0 N	GORHAM	MIELKE, RANDALL	2000026066	8/27/2020	176.32	PRIVATE PROPERTY MOWING COMPLETED ON: 7/18/20 LOCATION: VACANT LOT N GORHAM STINVOICE QUESTIONS? CALL THE DEPT OF PUBLIC WORKS AT (517) 788-4170
8-011100000	0 N	GORHAM	MIELKE, RANDALL	2100027187	7/12/2021	236.54	PRIVATE PROPERTY MOWING COMPLETED ON 6/27/2021LOCATION: VACANT LOT ON N GORHAM STINVOICE QUESTIONS? CALL THE DEPT OF PUBLIC WORKS AT (517) 788-4170

8-011200000	0 N	GORHAM	MIELKE, RANDALL	2000026067	8/27/2020	176.32	PRIVATE PROPERTY MOWING COMPLETED ON: 7/18/20 LOCATION: VACANT LOT N GORHAM ST INVOICE QUESTIONS? CALL THE DEPT OF PUBLIC WORKS AT (517) 788-4170
8-011200000	0 N	GORHAM	MIELKE, RANDALL	2100027188	7/12/2021	236.54	PRIVATE PROPERTY MOWING COMPLETED ON 6/27/2021 LOCATION: VACANT LOT ON N GORHAM ST INVOICE QUESTIONS? CALL THE DEPT OF PUBLIC WORKS AT (517) 788-4170
8-019000000	353 N	HORTON	FIELDS ERIC & SARAH E	2000026293	11/12/2020	324.08	PLEASE REMOVE ALL DISCARDED, ABANDONED, UNUSED GARBAGE TRASH JUNK DEBRIS SCRAP WASTE INCLUDING HOME FURNISHINGS/FIXTURES, KITCHEN APPLIANCES REMODELING SCRAP, PAPER, CARDBOARD, PLASTIC, WOOD, METAL, FABRIC, GLASS, TIRES, CARPET, BUILDING AND SIMILAR MATERIALS, ACCESSORIES, CONTAINERS AND COMPONENTS, ACCUMULATION OF GARBAGE BAGS WITH UNKNOWN CONTENTS FROM ENTIRE PROPERTY TO INCLUDE BEHIND/BESIDE ACCESSORY STRUCTURES (SHEDS, GARAGES ETC.). ADDRESS: 353 N HORTON ST CITATION DATE: 9/14/2020 INVOICE QUESTIONS? CALL THE BUILDING DEPT AT (517) 788-4012
8-036800000	508 N	PLEASANT	JONAS, BRENDA S	2100027189	7/12/2021	250.16	PRIVATE PROPERTY MOWING COMPLETED ON 6/27/2021 LOCATION: 508 N PLEASANT ST INVOICE QUESTIONS? CALL THE DEPT OF PUBLIC WORKS AT (517) 788-4170
8-047700000	407	ORANGE	WALKER, DAVID LEE	2000026183	10/1/2020	233.47	PRIVATE PROPERTY MOWING COMPLETED ON 8/23/20 LOCATION: 407 ORANGE ST INVOICE QUESTIONS? CALL THE DEPT OF PUBLIC WORKS AT (517) 788-4170
8-047700000	407	ORANGE	WALKER, DAVID LEE	2000026298	11/12/2020	1705.74	PROPERTY CLEAN-UP COMPLETED ON 9/23/2020 407 ORANGE ST, JACKSON, MI 49202 #460A-5062 ADDRESS: 407 ORANGE ST CITATION DATE: 9/23/20 INVOICE QUESTIONS? CALL THE BUILDING DEPT AT (517) 788-4012
8-047700000	407	ORANGE	WALKER, DAVID LEE	2000026511	12/4/2020	186.40	BOARD UP OF OPEN AND ACCESSIBLE ENTRIES ON 11-19-2020 AT 407 ORANGE ST. INVOICE QUESTIONS? CALL THE DEPT OF NEIGHBORHOOD & ECONOMIC OPERATIONS AT (517) 788-4012
8-047700000	407	ORANGE	WALKER, DAVID LEE	2000026512	12/4/2020	186.40	BOARD UP OF OPEN AND ACCESSIBLE ENTRIES ON 12-01-2020 AT 407 ORANGE ST. INVOICE QUESTIONS? CALL THE DEPT OF NEIGHBORHOOD & ECONOMIC OPERATIONS AT (517) 788-4012

8-047700000	407	ORANGE	WALKER, DAVID LEE	2100026621	1/22/2021	317.32	PROPERTY CLEAN-UP - ITEMS REMOVED INCLUDED:PLEASE REMOVE ALL GARBAGE AND DEBRIS FROM THE ENTIRE PROPERTY INCLUDING ITEMS IN THE GARAGE AND THE FRONT PORCH. DEPOSIT, PLACE, OR STORE REFUSE ON ANY PORCHES, INCLUDING OPEN, UNENCLOSED PORCHES AND CLOSED PORCHES.ADDRESS: 407 ORANGE STCITATION DATE: 10/23/2020INVOICE QUESTIONS? CALL THE BUILDING DEPT AT (517) 788-4012
8-047700000	407	ORANGE	WALKER, DAVID LEE	2100026657	1/29/2021	135.16	BOARD UP OF OPEN AND ACCESSIBLE ENTRIES AT 407 ORANGE ST., JACKSON, MICHIGAN ON 01/07/2021INVOICE QUESTIONS? CALL THE DEPT OF NEIGHBORHOOD & ECONOMIC OPERATIONS AT (517) 788-4012
8-047700000	407	ORANGE	WALKER, DAVID LEE	2100026754	3/18/2021	130.84	BOARD UP OF OPEN AND ACCESSIBLE ENTRY AT 407 ORANGE ST., JACKSON, MI ON 03/08/2021.INVOICE QUESTIONS? CALL THE DEPT OF NEIGHBORHOOD & ECONOMIC OPERATIONS AT (517) 788-4012
8-047700000	407	ORANGE	WALKER, DAVID LEE	2100026897	5/25/2021	255.92	PRIVATE PROPERTY MOWING COMPLETED ON 5/12/2021LOCATION: 407 ORANGE STINVOICE QUESTIONS? CALL THE DEPT OF PUBLIC WORKS AT (517) 788-4170
8-047700000	407	ORANGE	WALKER, DAVID LEE	2100026953	6/4/2021	841.48	BOARD UP OF OPEN AND ACCESSIBLE ENTRY AT 407 ORANGE ST., JACKSON,MICHIGAN ON 05/28/2021.INVOICE QUESTIONS? CALL THE DEPT OF NEIGHBORHOOD & ECONOMIC OPERATIONS AT (517) 788-4012
8-047700000	407	ORANGE	WALKER, DAVID LEE	2100027065	6/17/2021	211.78	PRIVATE PROPERTY MOWING COMPLETED ON 6/6/2021LOCATION: 407 ORANGE STINVOICE QUESTIONS? CALL THE DEPT OF PUBLIC WORKS AT (517) 788-4170
8-047700000	407	ORANGE	WALKER, DAVID LEE	2100027155	7/7/2021	168.58	PRIVATE PROPERTY MOWING COMPLETED ON 6/21/21LOCATION: 407 ORANGE STINVOICE QUESTIONS? CALL THE DEPT OF PUBLIC WORKS AT (517) 788-4170
8-063200000	1520 E	GANSON	WILLIAMS FARROW, THERESA	2000026121	9/17/2020	189.92	PRIVATE PROPERTY MOWING COMPLETED ON 8/4/2020LOCATION: 1520 E GANSON STINVOICE QUESTIONS? CALL THE DEPT OF PUBLIC WORKS AT (517) 788-4170

8-0636.1000	607	EDGEWOOD	BLACKWELL, THEODORE	2000025427	4/27/2020	347.74	PROPERTY CLEAN-UP - ITEMS REMOVED INCLUDED:PLEASE REMOVE ALL GARBAGE, TRASH, JUNK, DEBRIS & SCRAP FROM THE ENTIRE PROPERTY INCLUDING HOME FURNISHINGS TO INCLUDE FURNITURE, CARPET, APPLIANCES, PAPER, CARDBOARD, PLASTIC, WOOD, METAL, FABRIC, GLASS, TIRES, BUILDING, AUTOMOTIVE, ENGINE AND SIMILAR MATERIALS, ACCESSORIES,CONTAINERS AND COMPONENTSADDRESS: 607 EDGEWOOD STCITATION DATE: 1/10/20INVOICE QUESTIONS? CALL THE BUILDING DEPT AT (517) 788-4012
8-0636.1000	607	EDGEWOOD	BLACKWELL, THEODORE	2000025580	6/9/2020	243.11	PRIVATE PROPERTY MOWING COMPLETED ON 5/16/20LOCATION: 607 EDGEWOOD STINVOICE QUESTIONS? CALL THE DEPT OF PUBLIC WORKS AT (517) 788-4170
8-066300000	633	EDGEWOOD	MARR, MARY J	2100027156	7/7/2021	209.37	PRIVATE PROPERTY MOWING COMPLETED ON 6/21/21LOCATION: 633 EDGEWOOD STINVOICE QUESTIONS? CALL THE DEPT OF PUBLIC WORKS AT (517) 788-4170
8-070000000	432	SEYMOUR	BARNETT, ANGELA J.	2000026063	8/27/2020	377.58	PRIVATE PROPERTY MOWING COMPLETED ON: 7/18/20LOCATION: 432 SEYMOUR AVEINVOICE QUESTIONS? CALL THE DEPT OF PUBLIC WORKS AT (517) 788-4170
8-072800000	511	SEYMOUR	BURKHART TRUST, STEPHEN & SHARON	2000026172	9/30/2020	373.76	PRIVATE PROPERTY MOWING COMPLETED ON 8/18/20LOCATION: 511 SEYMOUR AVEINVOICE QUESTIONS? CALL THE DEPT OF PUBLIC WORKS AT (517) 788-4170
8-081400000	1311	MAGUIRE	GITTENS ANTHONY L II	2000026294	11/12/2020	324.08	PLEASE REMOVE ALL DISCARDED, ABANDONED, UNUSED GARBAGE TRASH JUNK DEBRIS SCRAP WASTE INCLUDINGHOME FURNISHINGS/FIXTURES, KITCHEN APPLIANCES REMODELING SCRAP, PAPER, CARDBOARD, PLASTIC,WOOD, METAL, FABRIC, GLASS, TIRES, CARPET, BUILDING AND SIMILAR MATERIALS, ACCESSORIES, CONTAINERS AND COMPONENTS, ACCUMULATION OF GARBAGE BAGS WITH UNKNOWN CONTENTS FROM ENTIRE PROPERTY TOINCLUDE BEHIND/BESIDE ACCESSORY STRUCTURES (SHEDS, GARAGES ETC.). ADDRESS: 1311 MAGUIRE STCITATION DATE: 10/05/2020INVOICE QUESTIONS? CALL THE BUILDING DEPT AT (517) 788-4012
8-116100000	615 N	PLEASANT	NORRIS JON K	2000026299	11/12/2020	2240.96	PROPERTY CLEAN-UP COMPLETED ON 10/06/2020615 N PLEASANT, JACKSON, MI 49202 #460A-5063ADDRESS: 615 N PLEASANT CITATION DATE: 10/06/2020INVOICE QUESTIONS? CALL THE BUILDING DEPT AT (517) 788-4012

8-12400000	1206 E	NORTH	HENEGAR, CHERYL & JOHN	2100027108	6/30/2021	253.04	PRIVATE PROPERTY MOWING COMPLETED ON 6/17/2021 LOCATION: 1206 E NORTH ST INVOICE QUESTIONS? CALL THE DEPT OF PUBLIC WORKS AT (517) 788-4170
8-149100000	1112 E	GANSON	FITZPATRICK, ANDREW J	2100027001	6/7/2021	211.78	PRIVATE PROPERTY MOWING COMPLETED ON 5/23/2021 LOCATION: 1112 E GANSON ST INVOICE QUESTIONS? CALL THE DEPT OF PUBLIC WORKS AT (517) 788-4170
8-165900000	906	WHITNEY	SOWLE, CASEY	2100027109	6/30/2021	253.04	PRIVATE PROPERTY MOWING COMPLETED ON 6/17/2021 LOCATION: 906 WHITNEY ST INVOICE QUESTIONS? CALL THE DEPT OF PUBLIC WORKS AT (517) 788-4170
8-166700000	924	WHITNEY	CASTILLO, ANTHONY & THERESA	2100026703	2/19/2021	310.56	PLEASE REMOVE ALL DISCARDED, ABANDONED, UNUSED GARBAGE, TRASH, JUNK, DEBRIS, SCRAP & WASTE, INCLUDING HOME FURNISHINGS/FIXTURES, KITCHEN APPLIANCES REMODELING SCRAP, PAPER, CARDBOARD, PLASTIC, WOOD, METAL, FABRIC, GLASS, TIRES, CARPET, BUILDING AND SIMILAR MATERIALS, ACCESSORIES, CONTAINERS AND COMPONENTS, ACCUMULATION OF GARBAGE BAGS WITH UNKNOWN CONTENTS FROM THE ENTIRE PROPERTY TO INCLUDE BEHIND/BESIDE ACCESSORY STRUCTURES (SHEDS, GARAGES ETC.). ADDRESS: 924 WHITNEY ST CITATION DATE: 01/31/2021 INVOICE QUESTIONS? CALL THE BUILDING DEPT AT (517) 788-4012
8-200200000	308	MARSHALL	PRITZ, STEVEN	2100026969	6/7/2021	253.04	PRIVATE PROPERTY MOWING COMPLETED ON 5/25/2021 LOCATION: 308 MARSHALL ST INVOICE QUESTIONS? CALL THE DEPT OF PUBLIC WORKS AT (517) 788-4170
8-2066.4000	123 E	MONROE	DYER, CONNOR	2000026184	10/1/2020	278.96	PRIVATE PROPERTY MOWING COMPLETED ON 8/25/20 LOCATION: 123 E MONROE ST INVOICE QUESTIONS? CALL THE DEPT OF PUBLIC WORKS AT (517) 788-4170
8-2066.4000	123 E	MONROE	DYER, CONNOR	2100027192	7/12/2021	413.25	PRIVATE PROPERTY MOWING COMPLETED ON 6/27/2021 LOCATION: 123 E MONROE ST INVOICE QUESTIONS? CALL THE DEPT OF PUBLIC WORKS AT (517) 788-4170

8-22160000	133	ARNOLD	ALLAN, STEPHANIE	2100026615	1/21/2021	317.32	PROPERTY CLEAN-UP - ITEMS REMOVED INCLUDED:PLEASE REMOVE ALL DISCARDED, ABANDONED, UNUSED GARBAGE TRASH JUNK DEBRIS SCRAP WASTE INCLUDING HOME FURNISHINGS/FIXTURES, KITCHEN APPLIANCES REMODELING SCRAP, PAPER, CARDBOARD, PLASTIC, WOOD, METAL, FABRIC, GLASS, TIRES, CARPET, BUILDING AND SIMILAR MATERIALS, ACCESSORIES, CONTAINERS AND COMPONENTS, ACCUMULATION OF GARBAGE BAGS WITH UNKNOWN CONTENTS FROM ENTIRE PROPERTY TOINCLUDE BEHIND/BESIDE ACCESSORY STRUCTURES (SHEDS, GARAGE ECT.)ADDRESS: 133 ARNOLD STCITATION DATE: 11/18/2020INVOICE QUESTIONS? CALL THE BUILDING DEPT AT (517) 788-4012
8-22470000	830	WELLS	KELLEY, PATRICIA A	2100026702	2/19/2021	310.56	PLEASE REMOVE ALL DISCARDED, ABANDONED, UNUSED GARBAGE, TRASH, JUNK, DEBRIS, SCRAP & WASTE,INCLUDING HOME FURNISHINGS/FIXTURES, KITCHEN APPLIANCES REMODELING SCRAP, PAPER, CARDBOARD,PLASTIC, WOOD, METAL, FABRIC, GLASS, TIRES, CARPET, BUILDING AND SIMILAR MATERIALS, ACCESSORIES,CONTAINERS AND COMPONENTS, ACCUMULATION OF GARBAGE BAGS WITH UNKNOWN CONTENTS FROMTHE ENTIRE PROPERTY TO INCLUDE BEHIND/BESIDE ACCESSORY STRUCTURES(SHEDS, GARAGES ETC.).ADDRESS: 830 WELLS STCITATION DATE: 01/14/2021INVOICE QUESTIONS? CALL THE BUILDING DEPT AT (517) 788-4012
8-25220000	1144	COOPER	BROCKWELL, KEAIRA	2000026069	8/27/2020	191.86	PRIVATE PROPERTY MOWING COMPLETED ON: 7/19/20LOCATION: 1144 COOPER STINVOICE QUESTIONS? CALL THE DEPT OF PUBLIC WORKS AT (517) 788-4170
8-25230000	1148	COOPER	BROCKWELL, KEAIRA	2000026070	8/27/2020	284.72	PRIVATE PROPERTY MOWING COMPLETED ON: 7/19/20LOCATION: 1148 COOPER STINVOICE QUESTIONS? CALL THE DEPT OF PUBLIC WORKS AT (517) 788-4170
8-25300000	0	HOBART	STEPHENS, PATRICIA M	2000026176	9/30/2020	281.84	PRIVATE PROPERTY MOWING COMPLETED ON 8/19/20LOCATION: VACANT LOT ON HOBART STINVOICE QUESTIONS? CALL THE DEPT OF PUBLIC WORKS AT (517) 788-4170
8-25310000	0	HOBART	STEPHENS, PATRICIA M	2000026175	9/30/2020	281.84	PRIVATE PROPERTY MOWING COMPLETED ON 8/19/20LOCATION: VACANT LOT ON HOBART STINVOICE QUESTIONS? CALL THE DEPT OF PUBLIC WORKS AT (517) 788-4170

MEMO TO: Honorable Mayor and City Councilmembers

FROM: Jonathan Greene, City Manager

DATE: May 24th, 2022

SUBJECT: **Approval of a PILOT ordinance and associated development agreement for The Greenwood Limited Dividend Housing Association LLC.**

Recommendation: Approve adoption of an ordinance granting a “PILOT” payment in lieu of taxes exemption to The Greenwood Limited Dividend Housing Association LLC, and associated development agreement. Authorize the City Manager and City Attorney to make minor adjustment to the Development Agreement.

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Attachments: PILOT application, development agreement, and clean copy version of the proposed ordinance.

DEPARTMENTAL REPORT

MEMO TO: Honorable Mayor and City Council Members

FROM: Jonathan Greene, City Manager

DATE: Council Meeting-May 24th 2022

RECOMMENDATION: Approval of a PILOT ordinance and associated development agreement for The Greenwood Limited Dividend Housing Association LLC.

SUMMARY

The Greenwood Limited Dividend Housing Association LLC (Applicant), as set forth in the accompanying PILOT Application to the City, is seeking a Payment in Lieu of Taxes (PILOT) ordinance to reduce the tax liability for a proposed low-income housing development referred to as “The Greenwood”. The PILOT must be obtained in order for the Applicant to receive financial assistance from the Michigan State Housing Development Authority (MSHDA).

BUDGETARY CONSIDERATIONS

Approval of a PILOT significantly reduces Applicant’s tax liability to the City.

Per Assessing - 2021 Tax Real Property Taxes Estimate \$219,775.49 vs PILOT \$23,530.36 Based Upon 6% of Shelter Rents Estimates 392,172

HISTORY, BACKGROUND and DISCUSSION

Executive Summary From MVAH : “The Greenwood is a proposed housing development that will provide young professionals, the workforce, and families of Jackson new high-quality, affordable housing within a highly walkable downtown corridor near thousands of jobs and countless amenities and services. The development will involve the new construction of approximately 51 energy-efficient units containing the full spectrum of modern amenities. The project will be located at the intersection of Greenwood Avenue and W. Wilkins Street. The project will utilize a mix of city and community action agency-owned parcels. Surrounding land uses are mostly residential; however, “The Greenwood” will be within ¼ mile of Jackson’s downtown core. The site is near many large employers, including Consumers Energy, Henry Ford Allegiance Hospital, Jackson High School, and

many others. The site has a Jackson Area Transportation Authority (JATA) fixed route directly in front of the site. This fixed route will only be a few steps from residents' front doors. This low-cost transportation and the centralized, downtown, highly walkable area will provide easy access to countless nearby amenities, thousands of jobs, and 24/7 healthcare. The sites location and easy access to jobs, amenities, and services will make the project desirable to a wide range of residents.

The Jackson Housing Commission will serve as the non-profit, co-developer, co-owner partner in the development and will have a 51% ownership stake. In addition, the Commission will provide eight (8) project-based vouchers to the development, allowing this project to further serve low-income residents in the City of Jackson.

We expect The Greenwood to comprise (14) 1-bedroom, (26) 2-bedroom, and (11) 3-bedroom units. The project will feature a myriad of energy-efficient features, and all units will contain the full spectrum of modern amenities. The Greenwood will be constructed to at least National Green Building Standards, and there will be many other high-performance housing and sustainable development characteristics. Universal design features and low-impact construction processes will be included in the construction when possible. This benefits residents, the community, and the environment alike.

Units will target AMIs of 30 to 60% of the local area median income. All units will offer modern/open floor plans featuring a living/dining area, a full-size kitchen, spacious bedrooms, in-unit laundry connections, and an oversized bathroom. Additionally, ample storage will be provided in each unit, including a coat closet, linen closet, pantry, and walk-in closets in most bedrooms. The modern design, open floor plans, and desirable location will offer many amenities attractive to singles, couples, and families of all sizes.

The development will also feature community spaces and amenities in a centralized, elevator-served building. From the main entry, residents and guests will be welcomed by the on-site management office. The building will also contain a large community room with a kitchenette and a serving island/bar, which will serve as the center for community meetings/activities. The building will also offer a fitness center (cardio equipment, lightweights, and yoga/stretch area), and a computer center (computers, internet access, copier/scanner). Security is also a key amenity. This is addressed by providing secured access to the building, parking/entry lighting, unit door peepholes, smoke detectors, and in-unit fire extinguishers.

We have completed over 120 LIHTC projects in our nearly 30-year history, with many being of similar size and scope to The Greenwood. This includes 2 recent developments in Jackson, including Francis Senior Lofts located at 123 E Wesley Street, and our recently awarded The Blackstone, which will be located at 209 N Blackstone Street. Based on this experience, we estimate that between 125 and 175 temporary construction jobs will be created. 2 permanent jobs, an on-site manager, and a maintenance supervisor, will be created once the project is placed in service. Finally, The Greenwood will bring a \$13+ million investment to downtown Jackson and will be our third successful development in the city. A third development, that like our other 2 in the area, and our other 100+, we plan on owning forever and maintaining to the highest quality”.

The PILOT Ordinance provides for an annual service charge of six (6%) percent of the gross potential rents charged and any non-monetary consideration of any form given in return for occupancy. The term of the PILOT ordinance is for 30 years. The Developer will be further subject to conditions of a development agreement approved by City Council.

POSITIONS

In order to facilitate the financing through MSHDA that the Applicant needs in order to construct 'The Greenwood' development as proposed, passage of the attached PILOT Ordinance for first reading is recommended.

ATTACHMENTS: PILOT application, development agreement, 2022 Property tax vs. PILOT payment analysis, zoning information letter, Income Operating Assumptions, unit rental analysis and proposed ordinance.

U.S. DEPARTMENT OF HUD
STATE:MICHIGAN

----- 2021 ADJUSTED HOME INCOME LIMITS -----

PROGRAM	1 PERSON	2 PERSON	3 PERSON	4 PERSON	5 PERSON	6 PERSON	7 PERSON	8 PERSON
Holland-Grand Haven, MI HUD Metro FMR Area								
30% LIMITS	18350	20950	23550	26150	28250	30350	32450	34550
VERY LOW INCOME	30500	34850	39200	43550	47050	50550	54050	57500
60% LIMITS	36600	41820	47040	52260	56460	60660	64860	69000
LOW INCOME	48800	55800	62750	69700	75300	80900	86450	92050
Barry County, MI HUD Metro FMR Area								
30% LIMITS	15700	17950	20200	22400	24200	26000	27800	29600
VERY LOW INCOME	26150	29850	33600	37300	40300	43300	46300	49250
60% LIMITS	31380	35820	40320	44760	48360	51960	55560	59100
LOW INCOME	41800	47800	53750	59700	64500	69300	74050	78850
Montcalm County, MI HUD Metro FMR Area								
30% LIMITS	13550	15500	17450	19350	20900	22450	24000	25550
VERY LOW INCOME	22600	25800	29050	32250	34850	37450	40000	42600
60% LIMITS	27120	30960	34860	38700	41820	44940	48000	51120
LOW INCOME	36150	41300	46450	51600	55750	59900	64000	68150
Jackson, MI MSA								
30% LIMITS	13650	15600	17550	19450	21050	22600	24150	25700
VERY LOW INCOME	22700	25950	29200	32400	35000	37600	40200	42800
60% LIMITS	27240	31140	35040	38880	42000	45120	48240	51360
LOW INCOME	36300	41500	46700	51850	56000	60150	64300	68450
Kalamazoo-Portage, MI MSA								
30% LIMITS	16250	18600	20900	23200	25100	26950	28800	30650
VERY LOW INCOME	27100	31000	34850	38700	41800	44900	48000	51100
60% LIMITS	32520	37200	41820	46440	50160	53880	57600	61320
LOW INCOME	43350	49550	55750	61900	66900	71850	76800	81750
Lansing-East Lansing, MI MSA								
30% LIMITS	16650	19000	21400	23750	25650	27550	29450	31350
VERY LOW INCOME	27700	31650	35600	39550	42750	45900	49050	52250
60% LIMITS	33240	37980	42720	47460	51300	55080	58860	62700
LOW INCOME	44350	50650	57000	63300	68400	73450	78500	83600
Midland, MI MSA								
30% LIMITS	16100	18400	20700	22950	24800	26650	28500	30300
VERY LOW INCOME	26800	30600	34450	38250	41350	44400	47450	50500
60% LIMITS	32160	36720	41340	45900	49620	53280	56940	60600
LOW INCOME	42850	49000	55100	61200	66100	71000	75900	80800

ORDINANCE NO. ____

AN ORDINANCE TO PROVIDE FOR A SERVICE CHARGE IN LIEU OF TAXES FOR A HOUSING PROJECT FOR LOW INCOME PERSONS AND FAMILIES TO BE FINANCED BY AN ALLOCATION UNDER THE LIHTC PROGRAM BY THE MICHIGAN STATE HOUSING DEVELOPMENT AUTHORITY, PURSUANT TO THE PROVISIONS OF THE STATE HOUSING DEVELOPMENT AUTHORITY ACT OF 1966 (1966 PA 346, AS AMENDED; MCL 125.1401, *ET SEQ*) (THE "ACT").

WHEREAS, the City of Jackson has received an offer from The Greenwood Limited Dividend Housing Association LLC, a Michigan limited liability company organized under the laws of the State of Michigan and in accordance with Chapter 7 of the Michigan State Housing Development Authority Act of 1966, as amended, to construct a new housing project, "The Greenwood", a minimum of 42 and maximum of 51 unit, three-story residential development for persons of low income, which offer is subject to the offeror's receipt of an allocation under the LIHTC Program by the Michigan State Housing Development Authority; and

WHEREAS, the offer provides that it may be accepted by the enactment of a tax exemption ordinance providing for the payment of a service charge in lieu of property taxes for the class of housing development.

NOW, THEREFORE, THE CITY OF JACKSON ORDAINS:

SECTION 1. This Ordinance shall be known and cited as the "City of Jackson Tax Exemption Ordinance No. __ - The Greenwood".

SECTION 2. Preamble.

It is acknowledged that it is a proper public purpose of the State of Michigan and its political subdivisions to provide housing for its low income persons and families and to encourage the development of such housing by providing for a service charge in lieu of property taxes in accordance with the Act. The City of Jackson is authorized by this Act to establish or change the service charge to be paid in lieu of taxes by any or all classes of housing exempt from taxation under this Act at any amount it chooses, not to exceed the taxes that would be paid but for this Act. It is further acknowledged that such housing for low income persons and families is a public necessity, and as the City of Jackson will be benefited and improved by such housing, the encouragement of the same by providing real estate tax exemption for such housing is a valid public purpose. It is further acknowledged that the continuance of the provisions of this Ordinance for tax exemption and the service charge in lieu of all *ad*

valorem taxes during the period contemplated in this Ordinance are essential to the determination of economic feasibility of the housing projects that are constructed or rehabilitated with financing extended in reliance on such tax exemption.

The City of Jackson acknowledges that the Sponsor (as defined below) has offered, subject to receipt of an allocation under the LIHTC Program and pass-through bond by the Michigan State Housing Development Authority, to acquire, construct, own and operate a housing project on certain property located at the corner of W. Wilkins Street and Greenwood Avenue being 227, 229, 223 W. Wilkins and 702,714, 718 Greenwood and 222. W. Biddle Street, Jackson, MI 49203 with the attached Exhibit A legal description in the City of Jackson to serve low income persons and families, and that the Sponsor has offered to pay the City of Jackson on account of this housing project an annual service charge for public services in lieu of all *ad valorem* property taxes.

SECTION 3. Definitions. As used in this Ordinance:

- A. Act means the State Housing Development Authority Act, Public Act 346 of 1966, as amended. (MCL 125.1401, et seq; MSA 16.114(1), et seq.).
- B. Authority means the Michigan State Housing Development Authority.
- C. Contract Rents means the total Contract Rents (as defined by the U.S. Department of Housing and Urban Development in regulations promulgated pursuant to Section 8 of the U.S. Housing Act of 1937, as amended) received in connection with the operation of a housing project during an agreed annual period, exclusive of Utilities.
- D. Disabled means any person or family whose head, spouse, or sole member is a Person with disabilities as defined in 24 C.F.R. §5.403.
- E. Low Income Persons or Families means low income persons or families as defined in Section 15(a)(7) of the Act.
- F. Gross Potential Rents means the total potential rents as defined by the U.S. Department of Housing and Urban Development in regulations promulgated pursuant to Section 8 of the U.S. Housing Act of 1937, as amended, (as set forth in the schedule of charged rents that is to be provided to the City of Jackson on or before December 31 of each tax year) that could be charged to all sources if all units are occupied.
- G. HUD means the U.S. Department of Housing and Urban Development
- H. Mortgage Loan means a loan that is Federally-Aided (as defined in Section 11 of the Act) or a loan or grant, an allocation under the LIHTC Program by the Authority, or HUD or Authority pass-through bonds, made or to be made by the Authority to the Sponsor for the construction, rehabilitation, acquisition and/or permanent financing of the housing project, and secured by a mortgage on the housing project.

I. Sponsor means The Greenwood Limited Dividend Housing Association LLC.

J. Utilities means charges for gas, electric, water, sanitary sewer, trash removal and other utilities furnished to the occupants that are paid by the housing project.

SECTION 4. Class of Housing Projects.

It is determined that the class of housing projects to which the tax exemption shall apply and for which a service charge shall be paid in lieu of such taxes shall be housing projects for low income persons and families that are financed by an allocation under the LIHTC Program by the Authority. It is further determined that The Greenwood Limited Dividend Housing Association LLC's "The Greenwood" apartments are of this class.

SECTION 5. Establishment of Annual Service Charge.

The housing project and the property on which it is located shall be exempt from all *ad valorem* property taxes from and after the commencement of construction. The City of Jackson acknowledges that the Sponsor and the Authority have established the economic feasibility of the housing project in reliance upon the enactment and continuing effect of this Ordinance, and the qualification of the housing project for exemption from all *ad valorem* property taxes and a payment in lieu of taxes as established in this Ordinance. Therefore, in consideration of the Sponsor's offer to construct and operate the housing project, the City of Jackson agrees to accept payment of an annual service charge for public services in lieu of all *ad valorem* property taxes. Subject to receipt of a mortgage loan, cash, or an allocation under the LIHTC Program by the Authority, the annual service charge shall be six (6%) percent of the gross potential rents charged and six (6%) of any non-monetary consideration of any form given in return for occupancy. There is no reduction for rents charged but not paid or not paid timely. There is no reduction for any utilities. Notwithstanding the foregoing, the parties agree that the annual service charge shall not exceed the *ad valorem* property taxes that would be paid if the property were not tax exempt.

SECTION 6. Contractual Effect of Ordinance.

Notwithstanding the provisions of section 15(a)(5) of the Act to the contrary, a contract between the City of Jackson and the Sponsor with the Authority as third party beneficiary under the contract, to provide tax exemption and accept payments in lieu of taxes, as previously described, is effectuated by enactment of this Ordinance.

SECTION 7. Limitation on the Payment of Annual Service Charge.

Notwithstanding Section 5, the service charge to be paid each year in lieu of taxes for the part of the housing project that is tax exempt but which is occupied by other than low income persons or families shall be equal to the full amount of the taxes which would be paid on that portion of the housing project if the housing project were not tax exempt.

SECTION 8. Payment of Service Charge.

The annual service charge in lieu of taxes as determined under this Ordinance shall be payable in the same manner as general property taxes are payable to the City of Jackson and distributed to the several units levying the general property tax in the same proportion as prevailed with the general property tax in the previous calendar year. The annual payment for each operating year shall be paid on or before June 1 of the following year. Collection procedures shall be in accordance with the provisions of the General Property Tax Act (1893 PA 206, as amended; MCL 211.1, *et seq.*).

SECTION 9. Duration.

This Ordinance shall remain in effect and shall not terminate so long as a Mortgage Loan remains outstanding and unpaid, or the Authority or HUD has any interest in the property, including a regulatory agreement in connection with an allocation under the LIHTC Program or Section 8 assistance under the Act, but not more than thirty (30) years; provided, that:

- A. Sponsor files with the City Assessor a certified notification of exemption, as required by Section 15a(l) of the Act; and
- B. Pursuant to Section 15a(6) of the Act, the annual service charge to be paid in lieu of taxes for that part of the housing project which is occupied by other than persons of low income, shall be equal to the full amount of taxes that would be paid on that portion of the housing project if the housing project were not exempt; and
- C. Acquisition of the housing project property described on Exhibit A by Sponsor occurs within 365 days of the effective date of this Ordinance.

SECTION 10. Severability.

The various sections and provisions of this Ordinance shall be deemed to be severable, and should any section or provision of this Ordinance be declared by any court of competent jurisdiction to be unconstitutional or invalid the same shall not affect the validity of this Ordinance as a whole or any section or provision of this Ordinance, other than the section or provision so declared to be unconstitutional or invalid.

SECTION 11. Effective Date.

This ordinance shall become effective thirty (30) days from the date of its adoption. All other ordinances or parts of ordinances in conflict herewith are hereby repealed to the extent of their conflict.

Exhibit A

Land situated in the City of Jackson, County of Jackson, and State of Michigan, described as:

Parcel I:

227 W. Wilkins, Jackson, MI 49203

E 1/2 OF LOT 7 BLK 7 AN EXT OF VILLAGE OF JACKSONBURG KNOWN AS MOODY'S EXT B7S R1W (W OF GREENWOOD AVE)

Tax parcel no. 4-046300000

Parcel II:

229 W. Wilkins, Jackson, MI 49203

W 1/2 OF LOT 7 BLK 7 AN EXT OF VILLAGE OF JACKSONBURG KNOWN AS MOODY'S EXT B7S R1W (W OF GREENWOOD AVE)

Tax parcel no. 4-046400000

Parcel III:

223 W. Wilkins, Jackson, MI 49203

LOT 6 & W 24.75 FT OF LOTS 1 & 2 BLK 7 AN EXT OF VILLAGE OF JACKSONBURG KNOWN AS MOODY'S EXT B7S R1W (W OF GREENWOOD AVE)

Tax parcel no. 4-046200000

Parcel IV:

702 Greenwood Avenue, Jackson, MI 49203

0452, 0453, 0454 LAND COM AT INTERS OF WLY LN OF GREENWOOD AVE & S LN OF WILKINS ST TH W 179.5 FT TH S 132.55 FT TH E 25.1 FT TH SELY 72.75 FT TO A PT ON W LN OF GREENWOOD AVE 188.4 FT SWLY FROM INTERS OF WLY LN OF GREENWOOD AVE & S LN OF WILKINS ST TH NELY 188.4 FT TO BEG BEING PARTS OF LOT 1, 2 & 3 AN EXT OF VILLAGE OF JACKSONBURG KNOWN AS MOODY'S EXT B7S R1W (W OF GREENWOOD AVE)

Tax parcel no. 4-045100000

Parcel V:

714 Greenwood Avenue, Jackson, MI 49203

LAND COM AT A PT ON WLY LN OF GREENWOOD AVE 188.4 FT SWLY FROM S LN OF WILKINS ST TH N 65.25 DEG W 72.75 FT TH W 119.65 FT TH S 55.44 FT TH S 83.5 DEG E 161.23 FT TH NELY 2.99 FT TO BEG AN EXT OF VILLAGE OF JACKSONBURG KNOWN AS MOODY'S EXT B7S R1W (W OF GREENWOOD AVE)

Tax parcel no. 4-045500000

Parcel VI:

718 Greenwood Avenue, Jackson, MI 49203

LAND COM AT INTERS OF WLY LN OF GREENWOOD AVE WITH N LN OF BIDDLE ST TH W ON N LN OF BIDDLE ST 72.62 FT TH N 8 DEG W 29 FT TH N 20 DEG 50" W 46.25 FT TO N LN OF LOT 4 TH S 83 DEG 30" E 120 FT TO WLY LN OF GREENWOOD AVE TH SWLY ALG WLY LN OF SD AVE 60.5 FT TO POB AN EXT OF VILLAGE OF JACKSONBURG KNOWN AS MOODY'S EXT B7S R1W (W OF GREENWOOD AVE)

Tax parcel no. 4-045600000

Parcel VII:

222 W. Biddle Street, Jackson, MI 49203

LAND DESC AS BEG AT PT OF INTERS OF WLY LN OF GREENWOOD AVE WITH N LN OF BIDDLE ST TH NLY ALG WLY LN OF GREENWOOD AVE 60.5 FT TH N 83 DEG 30' W 120 FT FOR POB OF THIS DESC TH CONTINUING N 83 DEG 30' W 41.37 FT TH S PARA WITH E LN OF BLACKSTONE ST 79.25 FT TO N LN OF BIDDLE ST TH E ALG N LN OF BIDDLE ST 59.98 FT TH N 8 DEG W 29 FT TH NWLY IN STRAIGHT LN 46.25 FT TO POB BEING PARTS OF LOTS 3 & 4 BLK 7 AN EXT OF VILLAGE OF JACKSONBURG KNOWN AS MOODY'S EXT B7S R1W (W OF GREENWOOD AVE)

Tax parcel no. 4-045700000

DEVELOPMENT AGREEMENT

THIS DEVELOPMENT AGREEMENT ("Agreement"), is entered into as of the date appearing below, by and between the CITY OF JACKSON, a Michigan municipal corporation, with offices located at 161 West Michigan Avenue, Jackson, Michigan 49201, ("City"), and The Greenwood Limited Dividend Housing Association LLC, a Michigan limited liability company organized under the laws of the State of Michigan, whose registered address is 2900 West Road, Ste. 500, East Lansing, MI 48823.

WITNESSETH:

WHEREAS, The Greenwood Limited Dividend Housing Association LLC (hereinafter "Developer") is an entity formed for purposes of the acquisition of real property for construction of an affordable housing project in the City of Jackson, State of Michigan known as "The Greenwood", which is more particularly described as:

See Exhibit A, attached hereto

Commonly known as 229, 227 and 223 W. Wilkins Street, 702, 714, and 718 Greenwood Avenue and 222 W. Biddle Street ("the Property") and which Property is designed to provide affordable housing to persons and families;

WHEREAS, the City has received an offer from the Developer to acquire and develop the Property, which offer is subject to the Developer obtaining title, pass-through bonds, and/or an allocation under the LIHTC Program from the Michigan State Housing Development Authority (“Financing”);

WHEREAS, the Developer requested that the City issue a payment in lieu of taxes tax exemption to the Developer pursuant to the State Housing Development Authority Act, Public Act 346 of 1966, as amended (MCL 125.1401, et. seq.) effective as of the date the Developer commences construction on the Property;

WHEREAS, the City desires that, if the Developer obtains title, it constructs “The Greenwood” Project (“Development”) in conformance with the current City of Jackson Code of Ordinances;

WHEREAS, the City desires that if the Developer obtains title, it comply with certain registration and financial obligations imposed upon the Developer by the City of Jackson Code of Ordinances, Resolutions or Regulations;

WHEREAS, part of the consideration to the City for this Development Agreement is Developer's promise to develop the Property to preserve affordable housing for persons and families if it obtains title; and

WHEREAS, the parties desire to ensure that the Development will take place, and set forth the terms of the Development.

NOW, THEREFORE, in consideration of the above recitals, the parties agree as follows:

1. **RECITALS.** The foregoing recitals are incorporated in and form a part of this Agreement.
2. **DEVELOPMENT CRITERIA.**
 - A. **CODE COMPLIANCE.** If and when Developer obtains title, it will construct and operate an affordable housing development for persons and families known as “The Greenwood” in compliance with all applicable state statutes, local ordinances, building codes, zoning, and other restrictions of record.
 - B. **PLANS AND SPECIFICATIONS.** Developer must submit plans and specifications, when available, in a form acceptable to the City of Jackson

Neighborhood and Economic Operations Department no less than thirty (30) days prior to the commencement of construction activities.

C. DEVELOPMENT SIZE and INVESTMENT. Upon obtaining title, Developer will construct the building on the Property to provide for the housing development known as The Greenwood. Development of the Property must construct and preserve, unless otherwise agreed by the City, a minimum of forty-two (42) and maximum of fifty-one (51) affordable housing units consisting of one, two and three bedroom rental units for low income persons and families.

D. SPECIFIC DEVELOPMENT CRITERIA.

i. “Commencement of the Development” means that all necessary permits and approvals have been obtained, all construction contracts, signed, all construction financing, if any, has been arranged, all site preparation completed, and actual physical work on the Development activity is underway. “Completion of the Development” means that Developer has completed construction as set forth in the plans and specifications submitted by Developer to the City and the structure on the Property is ready for use. City in its sole discretion shall determine whether Developer has completed the development of the Property.

ii. Developer must comply with the following if and when Developer obtains title to the Property:

a). Developer must be registered under the City of Jackson Non-owner Occupied Residential Property Registry within ninety (90) days from the date of the Completion of the Development, unless and until such registration requirement is removed from the City of Jackson ordinances or is declared unenforceable in part or in whole by any court, or any administrative or governmental body;

c). Developer must obtain all construction permits, inspections, and approvals required by the City of Jackson Code of Ordinances and Resolutions and those of any other governmental agency having jurisdiction;

- d). Developer agrees that the construction of the Development and the units located thereon shall result in an investment of approximately \$260,000 per unit, or approximately \$13.3 million dollars in construction contract and hard cost contingency costs, subject to changes required by local, state, or federal authorities;
- e). Income and expense reports are provided to the City Assessor annually, by January 31st or upon completion of gathering the data, whichever is first. Report to include:
- Type of unit
 - Quantity of each type of unit
 - Asking rents for each type of unit
 - Vacancy rate
 - Bad debt
 - Additional income (coin laundry, vending, etc.)
 - Operating expenses
 - Detail of any capital improvement expenses (i.e. roof, windows, etc.)
 - Reserves for replacement

- iii. Commencement of the Development must occur within twelve (12) months from the date this Development Agreement is executed; and
- iv. Completion of the Development must occur no later than eighteen (18) months from the date of the Commencement of the Development.

E. INSPECTIONS. In the event Developer obtains title, it must permit inspections of the Property as needed by the City, and the City will provide reasonable notice to Developer unless an emergency arises, in which case, the City will make a good faith attempt to contact Developer.

3. DEFAULT BY DEVELOPER. Developer shall be deemed to be in default of this Agreement if the Developer fails to comply with any covenants, clauses, provisions or agreements herein contained and such failure continues for thirty (30) days after written notice from the City to Developer, provided that the 30-day period shall be extended if Developer commences to cure such failure within the 30-day period and diligently pursues

such cure thereafter. Upon default by Developer, this Agreement shall be null and void, and City shall not be required to further provide a payment in lieu of taxes tax exemption to the Developer.

4. TAXES, UTILITIES, AND ASSESSMENTS. After acquiring title to the Property and passage of the proposed Ordinance attached as **Exhibit B**, Developer must pay the yearly payment in lieu of taxes amount, assessments, utilities, and outstanding debts related to the Property when such become due.
5. CHANGE OF OWNERSHIP INTEREST. Except for mortgages, security interests, and other liens to secure debt granted to Developer in connection with the Development, neither the managing member of the Development, nor any successor in interest to the managing member of the Developer, may transfer or otherwise change the ownership of the Property or duties under this Agreement, without the prior written approval of the City. Any such transfer or other change will not release, in any manner, the Developer or Developer's successors in interest, from any obligation under this Agreement, unless the City releases the Developer or his successors in interest in writing.
6. TERM OF AGREEMENT. The term of this Agreement shall be thirty (30) years from the date of execution in the event Developer acquires title, or until the Developer no longer has a payment in lieu of taxes tax exemption. The term of this Agreement may be extended by the mutual consent of both parties; provided however that this Agreement will not take effect unless the proposed Ordinance attached as **Exhibit B** is passed by the City of Jackson City Council.
7. BINDING EFFECT. This Agreement binds the parties, and their respective successors, legal representatives, and assigns.
8. NON-DISCRIMINATION REQUIREMENT. The Developer, its successors and assigns, and every successor in interest to the Property or any part thereof, must not discriminate upon the basis of race, color, religion, sex, or national origin in the rental, use or occupancy of the Property or any improvements to be erected thereon, or any part thereof.

9. MODIFICATION AND ASSIGNMENT. The promises, covenants, terms, and conditions herein contained may not be modified, altered, or extended without the mutual written consent of the parties. Developer may not transfer, assign and/or convey its rights and obligations under this Agreement to an affiliated or related entity, without the consent of the City.

10. NOTICE. Except as otherwise specified herein, all notices, consents, approvals, requests, and other communications (collectively called “Notices”) required or permitted under this Agreement must be given in writing and are effective on delivery. Delivery may be effectuated by personal service with receipt obtained; certified mail or first-class mail with delivery proof; or nationally recognized overnight courier delivery service with next business day delivery. Notices must be addressed as follows:

If to the City, to: City of Jackson
161 West Michigan Avenue
Jackson, Michigan 49201
Attn: City Manager

With a copy to: City Attorney’s Office
161 West Michigan Avenue
Jackson, Michigan 49201
Attn: City Attorney

If to Developer, to: The Greenwood Limited Dividend Housing
Association LLC
9100 Centre Pointe Drive, Suite 210
West Chester, OH 45069
Attn: Pete Schwiegeraht

11. INDEMNIFICATION. To the extent provided by law, Developer shall assume all liability for and protect, indemnify, and save City, its officers, directors, employees, volunteers, invitees, agents and representatives (hereinafter collectively “the City”) from and against all actions, claims, demands, judgments, losses, expenses, suits or action and attorney fees, for any injury or death of any person or persons, and loss or damage of the property of any person or persons whomsoever, including Developer or the City, and their respective agents, contractors, subcontractors, and employees, arising in connection with, or as a

direct or indirect result of this Development Agreement. The provisions of this Development Agreement shall apply to each and every such injury, death, loss, and damage, however caused, whether due, or claimed to be due to Developer's negligence, City's negligence, Developer's and City's combined negligence, or otherwise; provided, however, Developer shall not be required to indemnify the City for such injury, death, loss, or damage caused by the City's sole negligence. Developer's obligation to indemnify City shall survive termination and/or expiration of this Agreement.

12. **SEVERABILITY.** If any one or more provisions of this Agreement, or in any instrument or other document delivered pursuant to this Agreement, or the application thereof to any person or circumstance is, to any extent, declared or determined to be invalid or unenforceable, the validity, legality, and enforceability of the remainder of this Agreement, or the application of such provision to persons or circumstances other than those as to which it is invalid or unenforceable, will not be affected or impaired thereby, and each provision of this Agreement is valid and enforceable to the fullest extent of the law.
13. **COUNTERPARTS.** This Agreement may be executed in counterparts, each of which is deemed an original document, but together constitute one instrument.
14. **GOVERNING LAW AND INTERPRETATION.** The laws of the State of Michigan govern this Agreement and the venue for all proceedings in connection with this Agreement shall be Jackson County, Michigan. The pronouns and relative words used are written in the masculine and singular only. If more than one joins in the execution hereof as Developer or is of the feminine sex or a corporation or limited liability company, such words are read as if written in plural, feminine, or neuter, respectively. All captions, headings, paragraph and subparagraph numbers and letters are solely for reference purposes and do not supplement, limit, or otherwise vary the text of this Agreement. This Agreement is a result of negotiation between the parties, and accordingly, it will not be construed against either party if a dispute or litigation arises out of this Agreement.
15. **HEADINGS.** The sections and paragraph headings contained in this Agreement are for reference purposes only and shall not affect in any way the interpretation of the Agreement.

16. LEGAL REPRESENTATION. It is acknowledged that each party to this Agreement had the opportunity to be represented by counsel in the preparation of this Agreement and, accordingly, the rule that a contract shall be interpreted strictly against the party preparing same shall not apply due to the joint contribution of both parties.
17. WAIVER. The failure of City to exercise any right given hereunder or to insist upon strict compliance with regard to any provision of this Agreement, at any time, shall not constitute a waiver of such provision or the right by such at any time to avail itself of such remedies as it may have for any breach or breaches of such provision.

IN WITNESS WHEREOF, the parties have executed this Agreement on the _____ day of _____, 2022.

THE CITY OF JACKSON

By _____
Daniel Mahoney, Mayor

By _____
Andrea Muray,
City Clerk

STATE OF MICHIGAN)
)SS
COUNTY OF JACKSON)

The foregoing instrument was acknowledged before me, this _____ day of _____, 2022, by Daniel Mahoney and Andrea Muray, the Mayor and City Clerk of the City of Jackson, a Michigan municipal corporation, on behalf of the corporation.

_____, Notary Public
Jackson County, Michigan
My commission expires _____

Exhibit A

Land situated in the City of Jackson, County of Jackson, and State of Michigan, described as:

Parcel I:

227 W. Wilkins, Jackson, MI 49203

E 1/2 OF LOT 7 BLK 7 AN EXT OF VILLAGE OF JACKSONBURG KNOWN AS MOODY'S EXT B7S R1W (W OF GREENWOOD AVE)

Tax parcel no. 4-046300000

Parcel II:

229 W. Wilkins, Jackson, MI 49203

W 1/2 OF LOT 7 BLK 7 AN EXT OF VILLAGE OF JACKSONBURG KNOWN AS MOODY'S EXT B7S R1W (W OF GREENWOOD AVE)

Tax parcel no. 4-046400000

Parcel III:

223 W. Wilkins, Jackson, MI 49203

LOT 6 & W 24.75 FT OF LOTS 1 & 2 BLK 7 AN EXT OF VILLAGE OF JACKSONBURG KNOWN AS MOODY'S EXT B7S R1W (W OF GREENWOOD AVE)

Tax parcel no. 4-046200000

Parcel IV:

702 Greenwood Avenue, Jackson, MI 49203

0452, 0453, 0454 LAND COM AT INTERS OF WLY LN OF GREENWOOD AVE & S LN OF WILKINS ST TH W 179.5 FT TH S 132.55 FT TH E 25.1 FT TH SELY 72.75 FT TO A PT ON W LN OF GREENWOOD AVE 188.4 FT SWLY FROM INTERS OF WLY LN OF GREENWOOD AVE & S LN OF WILKINS ST TH NELY 188.4 FT TO BEG BEING PARTS OF LOT 1, 2 & 3 AN EXT OF VILLAGE OF JACKSONBURG KNOWN AS MOODY'S EXT B7S R1W (W OF GREENWOOD AVE)

Tax parcel no. 4-045100000

Parcel V:

714 Greenwood Avenue, Jackson, MI 49203

LAND COM AT A PT ON WLY LN OF GREENWOOD AVE 188.4 FT SWLY FROM S LN OF WILKINS ST TH N 65.25 DEG W 72.75 FT TH W 119.65 FT TH S 55.44 FT TH S 83.5 DEG E 161.23 FT TH NELY 2.99 FT TO BEG AN EXT OF VILLAGE OF JACKSONBURG KNOWN AS MOODY'S EXT B7S R1W (W OF GREENWOOD AVE)

Tax parcel no. 4-045500000

Parcel VI:

718 Greenwood Avenue, Jackson, MI 49203

LAND COM AT INTERS OF WLY LN OF GREENWOOD AVE WITH N LN OF BIDDLE ST TH W ON N LN OF BIDDLE ST 72.62 FT TH N 8 DEG W 29 FT TH N 20 DEG 50" W 46.25 FT TO N LN OF LOT 4 TH S 83 DEG 30" E 120 FT TO WLY LN OF GREENWOOD AVE TH SWLY ALG WLY LN OF SD AVE 60.5 FT TO POB AN EXT OF VILLAGE OF JACKSONBURG KNOWN AS MOODY'S EXT B7S R1W (W OF GREENWOOD AVE)

Tax parcel no. 4-045600000

Parcel VII:

222 W. Biddle Street, Jackson, MI 49203

LAND DESC AS BEG AT PT OF INTERS OF WLY LN OF GREENWOOD AVE WITH N LN OF BIDDLE ST TH NLY ALG WLY LN OF GREENWOOD AVE 60.5 FT TH N 83 DEG 30' W 120 FT FOR POB OF THIS DESC TH CONTINUING N 83 DEG 30' W 41.37 FT TH S PARA WITH E LN OF BLACKSTONE ST 79.25 FT TO N LN OF BIDDLE ST TH E ALG N LN OF BIDDLE ST 59.98 FT TH N 8 DEG W 29 FT TH NWLY IN STRAIGHT LN 46.25 FT TO POB BEING PARTS OF LOTS 3 & 4 BLK 7 AN EXT OF VILLAGE OF JACKSONBURG KNOWN AS MOODY'S EXT B7S R1W (W OF GREENWOOD AVE)

Tax parcel no. 4-045700000

Exhibit B

Pilot Ordinance

The Greenwood

	2021 Millage Rate	Distribution Percentage	PILOT Payment Dollar Amount*	2021 Real Property Taxes
County:	10.288276	14.04	3,304.55	30,864.83
Operations	incl above		-	
Medical Care	incl above		-	
Jail	incl above		-	
Senior Services	incl above		-	
Library	1.762248	2.41	566.03	5,286.74
ISD	8.802979	12.02	2,827.48	26,408.94
JCC	1.1464	1.56	368.22	3,439.20
State of Michigan/JPS	24.9446	34.05	8,012.10	74,833.80
Jackson Public Debt	6.0600	8.27	1,946.45	18,180.00
Jackson Transit	1.009495	1.38	324.25	3,028.49
City of Jackson	19.2445	26.27	6,181.25	57,733.50
DDA				
Totals:	73.258498	100.00	23,530.32	219,775.49

Shelter Rents Estimate	\$392,172	6% of Rents*	\$23,530.32	
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*Shelter Rents based on gross rents of \$392,172. Estimate does not include subtraction of utilities estimated at \$40,800 (estimated by developer). This estimate also does not factor in vacancy, which is estimated at 7% .



Department of Community Development

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

Administrative Services
(517) 788-4060

Building Inspection
(517) 788-4012

Financial Services
(517) 788-4058

Rehabilitation Services & Information
(517) 788-4070

APPLICATION FOR PAYMENT IN LIEU OF TAXES (PILOT)

Date: 2/23/2022

Organization Name: MVAH Holding LLC

Contact Person: Pete Schwiegeraht Telephone No. (513) 259-7657

E-mail Address: pete.s@mvapartners.com Fax No. _____

Address: 9100 Centre Pointe Drive, Suite 210 West Chester, OH, 45069

Define, by street name, the area your organization is seeking a PILOT from the City of Jackson:

We intend on utilizing the 2-city owned lots of 227 and 229 W. Wilkins Street and the 5 Community Action Agency-owned sites of 223 W. Wilkins Street, 702, 714, and 718 Greenwood, and 222 W Biddle Street.

Within the geographic boundaries of the PILOT neighborhood, briefly describe how many affordable housing units are anticipated:

The Greenwood will involve the new construction of approximately 51 highly amenitized, energy-efficient units in a single elevator-served building. The project will feature approximately 14 one-bedroom units, 26 two-bedroom units, and 11 three-bedroom units, with rents targeting between 30% to 60% of the local area median income.

Please indicate the deadline for application submission to MSHDA: April 1, 2022

Please identify all requests that will be made of the City of Jackson before the submission of the PILOT Application to MSHDA (check all that apply):

- PILOT Resolution from the City Council
- City statement of appropriate zoning for the area
- City statement as to setback requirements for specific lots

Company Representative
Title: Senior Vice President of Development



City of Jackson PILOT Application

Section 1

Applicant Information

Project Name:

The Greenwood



Section 1: Application Information

Name of Applicant:	The applicant will be a to-be-formed subsidiary of MVAH Holding LLC.
Address of Applicant:	9100 Centre Pointe Drive, Suite 210 West Chester, OH, 45069
Telephone of Applicant	(513) 259-7657
Applicants Representative and email:	Pete Schwiegeraht, pete.s@mvahpartners.com
Guarantor:	MVAH Partners LLC
Address of Guarantor	Same as above
Telephone of Guarantor	(513) 964-1141
Guarantor Reprehensive and email:	Brian McGeady, brian.mcgeady@mvahpartners.com

City of Jackson PILOT Application

Section 2

Developer Background Information & Experience

Project Name:

The Greenwood



Narrative:

MVAH will be the developer, long-term owner, and property manager of The Greenwood project. We have extensive experience with affordable housing, having completed over 100 projects across 15+ states totaling over 7,000 units. Although we have attached our full company resume along with the resumes of our key personnel, below is just a brief summary of our history and accomplishments.

MVAH Partners (MVAH) is a 2018 spin-off from Miller-Valentine Group, a successful real estate company founded in 1963. MVAH is a Cincinnati and Charlotte-based, nationally recognized, affordable housing company. Affordable Housing Finance magazine ranked MVAH as 3rd on the list of the Top 50 Affordable Housing Developers and 34th of the Top 50 Affordable Housing Owners in 2016.

MVAH began developing affordable housing in 1993. Since then, they have developed over 7,000 affordable housing units ranging across a broad spectrum of housing types: multi-story apartment properties for families and seniors, villas, single-family developments, rehabs, adaptive reuse of existing buildings in large and small communities. MVAH has a singular focus on developing quality affordable housing for those who need it most. This includes over 100 affordable housing properties in 15 states.

MVAH has built strong, ongoing relationships with non-profits, lenders, syndicators, Housing Finance Agencies, and other public agencies that allow them to identify solutions to complex financing issues, secure funding, and develop high-quality housing.

MVAH is passionate about improving the quality of life for our residents and enhancing neighborhoods through superior affordable housing. We take great pride in caring for our properties throughout their life. In fact, our very first development in Lawrenceburg, Indiana, is still in our ownership after 25+ years. 6 years ago, we completed an \$8,000,000 renovation of the property to assure its quality for the next 25 years. We intend to approach the Blackstone Lofts project with the same goal – owning forever and maintaining to the highest degree and quality. Our long-term approach to both ownership and development ultimately leads us to our company motto: Empower people, enhance communities.

Non-Profit Partner:

MVAH has begun eliciting local nonprofit partners in the Jackson area and we are presently in talks with the Jackson Housing Authority regarding a co-developer/co-owner partnership. Almost all our 100+ developments involve a local, not-for-profit partner. These local co-owner and co-developer collaborations involve community action agencies, redevelopment commissions, housing agencies, government agencies, churches, subsidiaries of supportive service providers, and many other nonprofits. MVAH works with local stakeholders to identify the best local partners for the development and the location. Many of our partnerships have grown into long-term relationships that have continued for decades. Further, we have worked with The Jackson Housing Commission on 2 recent successful developments including our recently awarded The Blackstone at 209 N Blackstone St. and Francis Senior Lofts located at 123 E Wesley St.



MVAH PARTNERS

EMPOWER PEOPLE. ENHANCE COMMUNITIES.

MVAH is solution & mission driven.
We find solutions for families being financially burdened by housing costs, so they can succeed.

- DEVELOPMENT ·
- PROPERTY MANAGEMENT ·
- CONSTRUCTION MANAGEMENT ·

Empower People. Enhance Communities.



MVAH Partners is passionate about **improving the quality of life** and **promoting stability for our residents** while **enhancing neighborhoods** through affordable housing.

► WHO WE ARE

MVAH Partners has been developing, constructing and managing multi-family communities since 1993. We currently have more than 6,000 units and over 99 properties. We continue to grow in the workforce & senior housing industry year after year. Our innovation and passion come from our 25 years of experience and 150 team members. We have a singular focus on developing quality workforce & senior housing for those who need it the most.



CORPORATE TESTIMONIAL ◀

'The Leadership team of MVAH has been a fantastic partner of KeyBank for 15 years. We view MVAH as an industry leader in affordable housing development and management. Key's Community Development Lending & Investment Group is aggressively pursuing future business with MVAH. MVAH is knowledgeable in every aspect of development, construction and property management, with a thorough understanding of the complex financial tools involved in structuring community development deals. They bring a high degree of professionalism and provide well-structured and high-quality developments to lenders and investors and come highly recommended by KeyBank.'

- KeyBank

In every relationship, we work to **offer solutions and support** that **maximize a property's value** and **minimize time and work commitment.**

► WHAT WE DO

- Place Relationships First
- Develop Partner (For & Not-For-Profit)
- Assess Financial Feasibility
- Site Selection
- Predevelopment Activities
- Construction Oversight
- Architectural Design & Admin
- Property Management
- Lease-Up & Compliance
- Obtain Proper Zoning
- Establish & Maintain Relationships with Strategic Partners
- Perform Initial Feasibility Analysis
- Marketing & Environmental Due Diligence
- Apply For & Obtain Funding
- Assemble Design Team
- Acquire Permits
- Partner with Governmental Institutions
- Create Relationships
- Provide Win-Win Solutions
- Hold 100% of our Portfolio that we Originate & Develop



► RESIDENT TESTIMONIAL

'The staff at The Reserve at Engel Road has exceeded my expectations. The Community Manager's knowledge of tax credits as well as management skills are nothing but professional, informative and instantaneous. The community has beautiful curb appeal with clean grounds. Service requests are always completed within 24 hours by the Service Technicians. I highly recommend The Reserve at Engel Road.'

- Paige Ubiles, The Reserve at Engel Road, New Braunfels, TX



Our **strong relationships with Local Municipalities, Syndicators, Lenders, Housing Finance Agencies** and other public agencies **allow us to identify solutions** for complex financing issues, **secure proper funding** and create **high quality developments.**

► CORPORATE TESTIMONIAL

'Regions Bank has enjoyed a good relationship with MVAH Partners. We value the experience of the team and fully support their recent move to create an independent company solely dedicated to affordable housing.'

- Regions Bank



► HOW WE DO IT

- Low Income Housing Tax Credits (Section 42)
- Historic Credits (State & Federal)
- HUD/FHA Financing
- Conventional Financing
- Opportunity Zones

► DEVELOPMENT TYPES

- Multi-Family
- Rehabilitations
- New Construction
- Adaptive Reuse
- Single-Family
- Urban Infill
- Sustainable Development
- Mixed-Income / Mixed-Use

We begin the development process with site selection and **work closely with our solely-dedicated design shop, construction management team and property management team to ensure the highest quality product** from start to finish.

► **CORPORATE TESTIMONIAL**

'OCCH has had the pleasure of working with MVAH for over 15 years now. Brian, Michael and the team are consistently focused on producing high quality developments which creates tremendous value for their partners. It has been a fantastic partnership between OCCH and the principals of MVAH. OCCH has invested over \$150 million in over twenty successful developments with MVAH in the past 10 years. OCCH has repeatedly invested in these projects because of the high-quality products developed and the long-term view through professional management driven by their company.'

- Ohio Capital Corporation For Housing



RESIDENT TESTIMONIAL ◀



'Lucky Me! I looked at many places and then found Harrison Lofts. It has a great location and a beautiful property with a park nearby. It's also close to Walgreens, restaurants and the grocery store. It was almost too good to be true! The price was right with smiling faces, it's brand new and also pet friendly! I was looking for a nice and safe place to live. Lucky me I found a beautiful home and now I am smiling, too! Harrison lofts has it all.'

- Judy Richards, Harrison Lofts, Muscatine, IA

Every MVAH Partners Community is **strategically operated & marketed to create a consistent experience of quality, value & satisfaction** for property owners and their residents alike.

Our dynamic professionals give our properties a competitive advantage and maximize property value.



▶ CORPORATE TESTIMONIAL

'Over the past 25 years St. Mary Development Corporation and MVAH have partnered together to develop 46 projects consisting of over 3,000 units in nine states. This longstanding partnership continues to be built on trust and a shared passion for affordable housing. Professionalism, experience, a talented staff and a continual pursuit of excellence are the reasons we have and will continue to partner with MVAH to create affordable homes for families and seniors.'

- St. Mary Development Corporation

RESIDENT TESTIMONIAL ◀



'I am very pleased to have chosen Reserve at McAlister as my place of residency. It's a great location, close to shopping and places to eat, comfortable apartments with a GREAT view! Most importantly they have a very professional and friendly staff. The move in process was smooth. The staff keeps you informed about what is going on in the community and anytime I have a service request it is promptly answered. I will continue to make Reserve at McAlister my home for as long as they have me.'

- Linda Faye Johnson, Reserve at McAlister, Ft. Worth, TX

Our mission is to provide solutions to families.
MVAH has a singular focus on developing quality affordable housing for those who need it most.

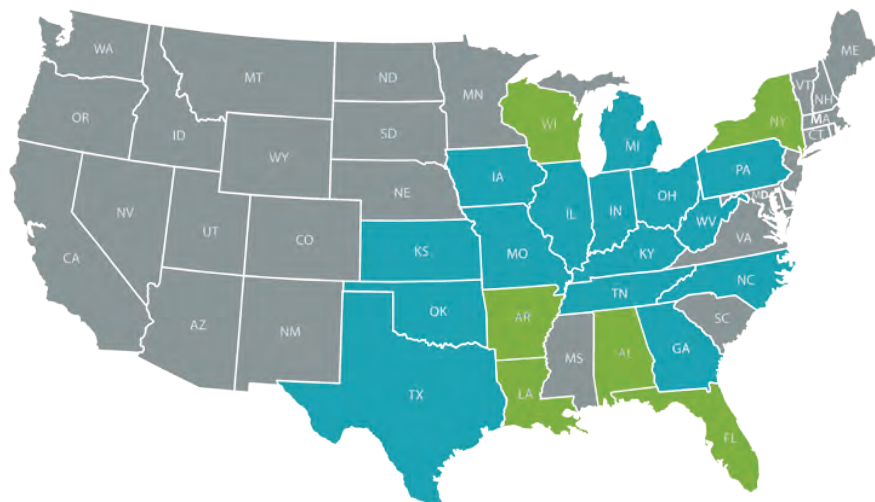
This includes **over 99 affordable housing communities in more than 15 states.**



► CORPORATE TESTIMONIAL

'MVAH has been a reliable and trusted partner with RBC in over 25 LIHTC Investments. They act with integrity and stand behind their deals. One of our best development partners!'

- RBC Capital Markets



Georgia . Illinois . Indiana . Iowa . Kansas . Kentucky . Michigan . Missouri
North Carolina . Ohio . Oklahoma . Pennsylvania . Tennessee . Texas . West Virginia

Coming Soon: New York, Florida, Alabama, Wisconsin, Louisiana & Arkansas

**Affordable Housing Magazine ranked MVAH as 3rd
of the Top 50 Affordable Housing Developers & 34th of the
Top 50 Affordable Housing Owners in 2016.**



Empower People. Enhance Communities.

Office Locations:

Charlotte Office

5960 Fairview Rd
Suite 402
Charlotte, NC 28210

Cincinnati Office

9100 Centre Pointe Dr
Suite 210
West Chester, OH 45069



MVAHPartners.com



Development Team

- Developer: MVAH Development LLC
- Address: 9100 Centre Pointe Drive, Suite 210 West Chester, OH 45069
- Contact Person: Pete Schwiegeraht, Senior Vice President of Development
- Phone: (513) 259-7657
- Email: pete.s@mvahpartners.com

- Management Company: MVAH Management LLC
- Address: 9100 Centre Pointe Drive, Suite 210 West Chester, OH 45069
- Contact Person: Katy Wendel, Regional Vice President
- Phone: (937) 383-3672
- Email: katy.wendel@mvahpartners.com

MVAH Partners LLC (MVAH) was founded in 2018 after spinning off from the Miller-Valentine Group (MVG). MVAH is operating by the same highly successful team as it was under the MVG umbrella. MVG was founded in 1963, is an Ohio-based, nationally recognized, full-service real estate company. MVG is highly experienced in the successful (high quality, on time, and within program requirements) execution of multiple tax credit and other housing related transactions at various stages in the development process each year, across multiple states.

We pride ourselves on working with our partners to evaluate long-term financial strategies and means of implementation, considering ways to optimize portfolios and reposition assets, and proposing strategic partnerships that can potentially further economic and community development. This strategy has led to numerous awards, both regional and national. In 2016, Affordable Housing Finance magazine ranked Miller-Valentine Group as the 3rd largest Affordable Housing Developer and 34th largest Affordable Housing Owner.

MVAH consists of professionals with extensive experience acquiring, planning, financing, developing, leasing and managing multifamily assets. Our experience in affordable housing development has prompted us to establish and implement a work model that maximizes both efficiency and creativity. Each development is directly managed by a team of Development staff and consistently monitored. This multi-disciplinary approach ensures reliable execution of complex developments.

MVAH has demonstrated capacity to successfully meet program guidelines on all developments currently in the development process, under construction, and in the future business pipeline. MVAH has 23 employees and 3 will be dedicated to the proposed project. These individuals are Pete Schwiegeraht, Denise Blake, and Sean Beismann. Mr. Schwiegeraht will serve as the project manager and coordinate development efforts through stabilization.



Who We Are....

MVAH Partners LLC (MVAH; formerly Miller-Valentine Group) began developing affordable housing in 1993. Since then, more than 7,000 affordable housing units have been developed, ranging across a broad spectrum of housing types: multi-story apartment homes for families and seniors, single-story “villa” style apartment homes, single-family, townhomes, acquisition-rehab, and adaptive reuse (including historic). MVAH has a singular focus, which is to be a leading provider of quality affordable housing for those who need it most. This now includes over 90 affordable housing properties owned in fifteen states. MVAH has extensive experience with turnkey development as well, and value our long-term partnerships and relationships with non-profits and public agencies and will continue to build upon those strong relationships.

2018 brought a change in the ownership structure, due to the spin-off of Miller-Valentine Group's (MVG) affordable housing business. This spin-off was determined by leadership to be in the best interest for both the affordable and commercial businesses of MVG to thrive moving forward. The team members, and their extensive experience with the affordable housing industry remain unchanged. What did change was the ability for the respective businesses to focus on what they excel at, albeit separately.

MVAH Development, f/k/a MV Residential Development (MVRD), is a recent spin-off of the development arm of MVG's affordable housing division. MVAH Development is a Cincinnati and Charlotte-based, nationally recognized, affordable housing developer. MVAH Development will continue with the same key principals and development staff; in other words, it's business as usual. Affordable Housing Finance magazine ranked MVRD as 3rd of the Top 50 Affordable Housing Developers and 34th of the Top 50 Affordable Housing Owners in 2016.

MVAH has been successful in receiving LIHTC awards on an ongoing basis. We creatively approach the financing of developments, using multiple sources of funding as a matter of course in order to supplement LIHTC awards. These include NSP, HOME, FHLB's Affordable Housing Program, HUD and USDA programs, and a plethora of others. We have built strong, ongoing relationships with key lenders, syndicators, Housing Finance Agencies, and other public agencies that allow us to identify solutions to complex financing issues, secure the funding, and ultimately develop the properties.

Both former partners of MVG, the principals of MVAH are Brian McGeady and Michael Riechman. Between them, they have over three and a half decades of experience in the tax credit industry.

Brian McGeady guides the development activities of the affordable housing division responsible for the strategic planning, acquisitions, development process, feasibility analysis and the creation of strategic housing partnerships with both non-profit and for-profit organizations. Under Brian's leadership, the group has produced an average of nine, 9% tax credit allocations over the last eight years. Product types include senior communities, multifamily and single-family homes financed with both 9% and 4% credits.



His expertise includes the development of new construction, rehabilitation, and adaptive reuse properties into affordable housing. In 2004 through 2005, he was with Paramount Financial Group, underwriting tax credit properties, involved in more than \$150 million of equity investment.

Michael Riechman is responsible for the Investment Management platform that includes capital raising, investment structuring, investor relations, property management, asset management, accounting and compliance. Prior to joining MVAH, Michael was a Senior Managing Director and head of the Affordable Housing equity group at Centerline Capital Group. His responsibilities included syndications and portfolio dispositions.

He was a member of the Executive Management Team. Prior to Centerline, he was with RBC Capital Markets where he spent eight years, most recently as Managing Director responsible for tax credit investments. There he led the tax credit syndication platform that included: originations and syndications, investments, pricing and structuring. The syndication platform had an annual investment volume of approximately \$600 Million.

MVAH consists of professionals with extensive experience acquiring, planning, financing, developing, leasing and managing multifamily assets. MVAH's experience in affordable housing development has prompted the establishment and implementation of a work model that maximizes both efficiency and creativity. Each development is directly managed and monitored by a regional team of development staff. This multi-disciplinary approach amongst the team ensures reliable execution of complex developments. Three individuals (Pete Schwiegeraht, Denise Blake, and Sean Beismann) will be dedicated to the proposed Broadway Lofts development and will lead and coordinate development efforts through stabilization.

Experience & Expertise

Brian McGeady guides the development activities of MVAH Partners and is responsible for the strategic planning, acquisitions, development process, feasibility analysis and the creation of strategic housing partnerships with both non-profit and for-profit organizations. Under Brian's leadership, the group has produced an average of nine, 9% tax credit allocations over the last eight years. In 2016, the company was named the 3rd largest affordable housing developer in the country for new units created. Product types include senior communities, multifamily and single family homes financed with both 9% and 4% credits.

His expertise includes the development of new construction, rehabilitation, and adaptive reuse properties into affordable housing. In 2004 through 2005, he was with Paramount Financial Group, underwriting tax credit properties; involved in more than \$150 million of equity investment.



Professional Associations

- Vice President, Ohio Housing Council
- Board, Mother Teresa Catholic Elementary
- Member, National Associate of Home Builders
- Member, (YPO) Young President's Association
- Member, HAG (Housing Advisory Group)
- Former Board Member, March of Dimes, Southwest Ohio Chapter

Education

- B.S., Finance, University of Dayton
- M.B.A., University of Cincinnati

5950 Fairview Road, Suite 402 ■ Charlotte, NC 28210
704-323-8938 ■ michael.riechman@mvahpartners.com ■ www.mvahpartners.com

Experience & Expertise

Michael Riechman is founding member and Managing Partner of MVAH Partners, an affordable housing developer, owner, and operator. Prior to MVAH Partners, he was a member of the Executive Team of Miller-Valentine Group and responsible for the Investment Management platform that includes capital raising, investment structuring, investor relations, property management, asset management, accounting and compliance.

Prior to joining Miller-Valentine, Michael was a Senior Managing Director and head of the Affordable Housing equity group at Centerline Capital Group. His responsibilities included syndications and portfolio dispositions. He was a member of the Executive Management Team. Prior to Centerline, he was with RBC Capital Markets where he spent eight years, most recently as Managing Director responsible for tax credit investments. There he led the tax credit syndication platform that included: originations and syndications, investments, pricing and structuring. The syndication platform had an annual investment volume of approximately \$600 Million.

Professional Associations

- Member, NH&RA (National Housing & Rehabilitation Association)
- Member, HAG (Housing Advisory Group)

Education

- B.B.A., Accounting, University of Cincinnati
- M.B.A., Finance/Real Estate, American University





Pete Schwiegeraht

Senior Vice President of Development - Midwest Region



Experience & Expertise

- Land Acquisition
- Land Development
- Project Management
- Community Planning
- Economic Development
- Architecture
- Adaptive-Reuse
- Mixed-Use Development
- Historic Preservation
- Class-A Market Rate Apartments
- Tax Credit Housing
- HUD / Section 8
- Single Family Rental Homes
- In-Fill / Revitalization

Projects

WaterStone Landing

Perrysburg, OH - 288 Market Rate Units

Whitehouse Square Senior Village

Whitehouse, OH - 36 Senior Units

Carriage Trails Senior Village

Huber Heights, OH - 42 Senior Units

Sylvania Senior Residence

Sylvania, OH - 51 Senior Apartments and Villas

One Penrose Place

Lawrence, IN - 45 Senior Units

Summit Points

Lawrenceburg, IN - 83 Workforce Housing Units

Central Park Place

Columbus, IN - 63 Senior Housing Units

Patterson Pointe Senior Residence

Bloomington, IN - 61 Senior Apartments

Palm House Apartments

Wooster, OH - 62 Family Oriented Section 8 Units

The Reserve at Lakeview Landing

Huron, OH - 48 Senior Apartments and Villas

The Lofts at Roberts

Muncie, IN - 83 Senior Housing Units w/ 1st Floor Retail (Historic/Adaptive)

Twin Lakes Senior Villas

Rantoul, IL - 42 Senior Apartments

Southwick Manor

Brunswick, OH - 54 Senior Housing Units

Harbor Town Senior Residence

Perrysburg, OH - 69 Senior Housing Units

Park Lofts

Huntington, IN - 59 Senior Housing Units (Adaptive)

Newton Senior Residence

Newton, IA - 45 Senior Housing Units

Morton Senior Residence

Morton, IL - 61 Senior Housing Units (Adaptive)

Jasper Lofts

Jasper, IN - 67 Workforce Housing Units (Adaptive)

Southridge Senior Lofts

Des Moines, IA - 51 Senior Housing Units

Keokuk Senior Lofts

Keokuk, IA - 45 Senior Housing Units

Centerville Senior Lofts

Centerville, IA - 44 Senior Housing Units

Education

- Major Architecture & Environmental Design, Bowling Green State University
- M. Comm. Pl., University of Cincinnati (DAAP) – 2 Years



Sean Beismann

Underwriting Manager, MVAH Development LLC



Experience & Expertise

Sean is involved in the strategic planning, deal structuring and maintenance of strategic housing partnerships with non-profit and for-profit organizations. He has played an instrumental role in helping drive the geographical expansion of the organization. Sean has been involved in the development process and financing of over 4,500 apartment homes throughout fourteen states. As Underwriting Manager, he leads a team of individuals involved in the underwriting of tax credit applications throughout the organization's footprint.

Sean has experience with developments containing multiple sources of financing and/or funding types, including: 4%/9% Tax Credits, Federal/State Historic Tax Credits, State Tax Credits, HOME, City/County Funding, NeighborWorks, Federal Home Loan Bank, Tax Credit Assistance Program, Tax Credit Exchange, Neighborhood Stabilization Program, TIFs/Abatements/PILOTS and Rural Development. Furthermore, his experience with development extends to those involving Supportive Services, Permanent Supportive Housing, Mark-to-Market, Project-Based Vouchers, and Lease-Purchase development. Overall, Sean has been involved in the closing of over 80 developments, totaling over \$750MM in total development cost since 2001, which was the start of his career in the affordable housing industry.

Projects

- Multi-family Housing
- Single family Housing
- New Construction
- Preservation of Affordable Housing
- Historic and Non-Historic Adaptive Reuse

Certifications

ULI Real Estate Development

Education

B.S., Finance & Accounting, University of Cincinnati



Denise Blake

Project Management Director, MVAH Development LLC



Experience & Expertise

Denise Blake provides the overall leadership of the project management (PM) team. Denise understands the overall closing goals for each development, assists in the collaboration efforts with third party preconstruction services teams, and leads a team of individuals, Development Directors, through the "Application to Award" and "Award to Construction" processes. The PM team is responsible for the oversight of the Award to Construction timeline and acts as an Owner's Representative once a development is under construction. Denise is also a part of the Midwest Development team that is responsible for the land acquisition and development activities for affordable housing in Ohio, Indiana and Michigan. She maintains and preserves strategic housing partnerships with non-profit organizations, state housing finance agencies, and other industry professionals. She also provides presentations to local municipalities for support and approvals of variances, site plans, and rezoning strategies. Additionally, she negotiates with and directs the work of outside consultants as well as coordinates in-house developments.

Denise has been involved in the development and finance of more than 2,000 apartment units in Ohio, Iowa, Indiana, Michigan, Pennsylvania, Texas, and Oklahoma since 2001, which was the start of her career in the affordable housing industry.

Projects

- Multi-family Housing
- Single Family Housing
- New Construction
- Preservation of Affordable Housing
- Historic and Non-Historic Adaptive Reuse

Education

- B.A., Communication, University of Cincinnati
-



Developer Past Experience

Experience Operating and Maintaining Multifamily Affordable Housing

All MVAH Partners developments listed below are affordable in nature and utilize the Low-Income Housing Tax Credit (LIHTC) as well as provide a variety of services to residents.

1. Hampshire Landing II
 - Location: Joplin Missouri
 - Unit Count: 48 units (new construction)
 - Owner: MVAH Holding LLC
 - Address: 9100 Centre Pointe Dr. West Chester OH, 45069
 - Email: brian.mcgeady@mvahpartners.com
 - Phone: 513-964-1141
 - Key Staff: MVAH Development & Management
 - Cost: \$7,700,000
 - Place in Service Date: 5/9/2019

2. 4th Avenue Lofts
 - Location: Clinton Iowa
 - Unit Count: 48 units (new construction)
 - Owner: MVAH Holding LLC
 - Address: 9100 Centre Pointe Dr. West Chester OH, 45069
 - Email: brian.mcgeady@mvahpartners.com
 - Phone: 513-964-1141
 - Key Staff: MVAH Development & Management
 - Cost: \$9,200,000
 - Place in Service Date: 12/28/2017

3. Harrison Lofts
 - Location: Muscatine Iowa
 - Unit Count: 52 units (new construction)
 - Owner: MVAH Holding LLC
 - Address: 9100 Centre Pointe Dr. West Chester OH, 45069
 - Email: brian.mcgeady@mvahpartners.com
 - Phone: 513-964-1141
 - Key Staff: MVAH Development & Management
 - Cost: \$9,700,000
 - Place in Service Date: 7/24/2018



4. Bottleworks Lofts
 - Location: Fort Wayne Indiana
 - Unit Count: 50 units (adaptive reuse/new construction)
 - Owner: MVAH Holding LLC
 - Address: 9100 Centre Pointe Dr. West Chester OH, 45069
 - Email: brian.mcgeady@mvahpartners.com
 - Phone: 513-964-1141
 - Key Staff: MVAH Development & Management
 - Cost: \$14,500,000
 - Place in Service Date: 12/31/2018

5. Reserve at Hagan
 - Location: Whitehouse Texas
 - Unit Count: 72 units (new construction)
 - Owner: MVAH Holding LLC
 - Address: 9100 Centre Pointe Dr. West Chester OH, 45069
 - Email: brian.mcgeady@mvahpartners.com
 - Phone: 513-964-1141
 - Key Staff: MVAH Development & Management
 - Cost: \$12,000,000
 - Place in Service Date: 12/18/2018

6. Riverside Senior Lofts
 - Location: Riverside Ohio
 - Unit Count: 62 units (new construction)
 - Owner: MVAH Holding LLC
 - Address: 9100 Centre Pointe Dr. West Chester OH, 45069
 - Email: brian.mcgeady@mvahpartners.com
 - Phone: 513-964-1141
 - Key Staff: MVAH Development & Management
 - Cost: \$9,300,000
 - Place in Service Date: 11/5/2018

7. South Court Senior Villas (Partnership with Median Metropolitan Housing Authority)
 - Location: Medina Ohio
 - Unit Count: 48 units (new construction)
 - Owner: MVAH Holding LLC
 - Address: 9100 Centre Pointe Dr. West Chester OH, 45069
 - Email: brian.mcgeady@mvahpartners.com
 - Phone: 513-964-1141
 - Key Staff: MVAH Development & Management



- Cost: \$9,300,000
- Place in Service Date: 8/29/2018

8. Vine Street Lofts

- Location: Jasper Indiana
- Unit Count: 62 units (adaptive reuse)
- Owner: MVAH Holding LLC
- Address: 9100 Centre Pointe Dr. West Chester OH, 45069
- Email: brian.mcgeady@mvahpartners.com
- Phone: 513-964-1141
- Key Staff: MVAH Development & Management
- Cost: \$13,700,000
- Place in Service Date: 8/30/2018

9. Centerville Senior Lofts

- Location: Centerville Iowa
- Unit Count: 44 units (new construction)
- Owner: MVAH Holding LLC
- Address: 9100 Centre Pointe Dr. West Chester OH, 45069
- Email: brian.mcgeady@mvahpartners.com
- Phone: 513-964-1141
- Key Staff: MVAH Development & Management
- Cost: \$7,200,000
- Place in Service Date: 12/18/2017

10. Jasper Lofts

- Location: Jasper Indiana
- Unit Count: 67 units (adaptive reuse)
- Income Targeting (% of AMI): 30%,40%,50%,60%
- Owner: MVAH Holding LLC
- Address: 9100 Centre Pointe Dr. West Chester OH, 45069
- Email: brian.mcgeady@mvahpartners.com
- Phone: 513-964-1141
- Key Staff: MVAH Development & Management
- Cost: \$13,900,000
- Place in Service Date: 5/31/2017

11. Keokuk Senior Lofts

- Location: Keokuk Iowa
- Unit Count: 45 units (new construction)
- Owner: MVAH Holding LLC
- Address: 9100 Centre Pointe Dr. West Chester OH, 45069



- Email: brian.mcgeady@mvahpartners.com
- Phone: 513-964-1141
- Key Staff: MVAH Development & Management
- Cost: \$7,700,000
- Place in Service Date: 12/27/2017

12. Market Street Lofts

- Location: East Liverpool Ohio
- Unit Count: 45 units (new construction)
- Owner: MVAH Holding LLC
- Address: 9100 Centre Pointe Dr. West Chester OH, 45069
- Email: brian.mcgeady@mvahpartners.com
- Phone: 513-964-1141
- Key Staff: MVAH Development & Management
- Cost: \$9,900,000
- Place in Service Date: 12/22/2017

13. Mulberry Street Properties (Harrisburg Housing Authority Partnership)

- Location: Harrisburg Pennsylvania
- Unit Count: 50 units (new construction)
- Owner: Harrisburg Housing Authority
- Address: 351 Chestnut St. Harrisburg, PA 17101
- Email: hha@harrisburghousing.org
- Phone: 717-232-6781
- Key Staff: MVAH Development
- Cost: \$16,500,000
- Place in Service Date: Under Construction

14. Reserve at Edison Hill

- Location: Parkersburg West Virginia
- Unit Count: 30 units (new construction)
- Owner: MVAH Holding LLC
- Address: 9100 Centre Pointe Dr. West Chester OH, 45069
- Email: brian.mcgeady@mvahpartners.com
- Phone: 513-964-1141
- Key Staff: MVAH Development & Management
- Cost: \$7,800,000
- Place in Service Date: 12/12/2017

15. Reserve at Engel Road (Similar metro to Milwaukee as well as size/complexity)

- Location: New Braunfels Texas



- Unit Count: 96 units (new construction)
- Owner: MVAH Holding LLC
- Address: 9100 Centre Pointe Dr. West Chester OH, 45069
- Email: brian.mcgeady@mvahpartners.com
- Phone: 513-964-1141
- Key Staff: MVAH Development & Management
- Place in Service Date: 12/15/2017

16. Reserve at Quebec (Similar metro to Milwaukee as well as size/complexity)

- Location: Fort Worth Texas
- Unit Count: 296 (new construction)
- Owner: MVAH Holding LLC
- Address: 9100 Centre Pointe Dr. West Chester OH, 45069
- Email: brian.mcgeady@mvahpartners.com
- Phone: 513-964-1141
- Key Staff: MVAH Development & Management
- Cost: \$46,800,000
- Place in Service Date: Under Construction

17. Southridge Senior Lofts

- Location: Des Moines Iowa
- Unit Count: 52 units (new construction)
- Owner: MVAH Holding LLC
- Address: 9100 Centre Pointe Dr. West Chester OH, 45069
- Email: brian.mcgeady@mvahpartners.com
- Phone: 513-964-1141
- Key Staff: MVAH Development & Management
- Cost: \$8,400,000
- Place in Service Date: 12/29/2017

18. Whitehouse Square Townhomes

- Location: Whitehouse Ohio
- Unit Count: 55 units (new construction)
- Owner: MVAH Holding LLC
- Address: 9100 Centre Pointe Dr. West Chester OH, 45069
- Email: brian.mcgeady@mvahpartners.com
- Phone: 513-964-1141
- Key Staff: MVAH Development & Management
- Cost: \$11,400,000
- Place in Service Date: 5/31/2017



19. Gardens at Harvest Point (Similar metro to Milwaukee as well as size/complexity)

- Location: Augusta Georgia
- Unit Count: 256 (new construction)
- Owner: MVAH Holding LLC
- Address: 9100 Centre Pointe Dr. West Chester OH, 45069
- Email: brian.mcgeady@mvahpartners.com
- Phone: 513-964-1141
- Key Staff: MVAH Development & Management
- Cost: \$35,100,000
- Place in Service Date: Under Construction

20. Burkett Place

- Location: North Strabane Pennsylvania
- Unit Count: 48 units (new construction)
- Owner: MVAH Holding LLC
- Address: 9100 Centre Pointe Dr. West Chester OH, 45069
- Email: brian.mcgeady@mvahpartners.com
- Phone: 513-964-1141
- Key Staff: MVAH Development & Management
- Cost: \$11,400,000
- Place in Service Date: 12/8/2017

21. The Residence at Eagles Point

- Location: Eaton Ohio
- Unit Count: 40 units (adaptive reuse)
- Owner: MVAH Holding LLC
- Address: 9100 Centre Pointe Dr. West Chester OH, 45069
- Email: brian.mcgeady@mvahpartners.com
- Phone: 513-964-1141
- Key Staff: MVAH Development & Management
- Cost: \$12,400,000
- Place in Service Date: 12/20/2016

22. Galena Estates

- Location: Galena Kansas
- Unit Count: 40 units (new construction)
- Owner: MVAH Holding LLC
- Address: 9100 Centre Pointe Dr. West Chester OH, 45069
- Email: brian.mcgeady@mvahpartners.com
- Phone: 513-964-1141
- Key Staff: MVAH Development & Management



- Cost: \$6,800,000
- Place in Service Date: 8/22/2016

23. Huntingburg Senior Residence

- Location: Huntingburg Indiana
- Unit Count: 45 units (adaptive reuse)
- Owner: MVAH Holding LLC
- Address: 9100 Centre Pointe Dr. West Chester OH, 45069
- Email: brian.mcgeady@mvahpartners.com
- Phone: 513-964-1141
- Key Staff: MVAH Development & Management
- Cost: \$9,000,000
- Place in Service Date: 6/24/2016

24. Morton Senior Residence

- Location: Morton Illinois
- Unit Count: 61 units (adaptive reuse)
- Owner: MVAH Holding LLC
- Address: 9100 Centre Pointe Dr. West Chester OH, 45069
- Email: brian.mcgeady@mvahpartners.com
- Phone: 513-964-1141
- Key Staff: MVAH Development & Management
- Cost: \$10,300,000
- Place in Service Date: 12/27/2016

25. Reserve at Rosebud

- Location: Clarksburg West Virginia
- Unit Count: 35 units (new construction)
- Owner: MVAH Holding LLC
- Address: 9100 Centre Pointe Dr. West Chester OH, 45069
- Email: brian.mcgeady@mvahpartners.com
- Phone: 513-964-1141
- Key Staff: MVAH Development & Management
- Cost: \$7,900,000
- Place in Service Date: 6/16/2016

26. Roosevelt Homes II

- Location: Dayton Ohio
- Unit Count: 30 units (new construction)
- Owner: MVAH Holding LLC
- Address: 9100 Centre Pointe Dr. West Chester OH, 45069
- Email: brian.mcgeady@mvahpartners.com



- Phone: 513-964-1141
- Key Staff: MVAH Development & Management
- Cost: \$7,200,000
- Place in Service Date: 3/24/2016

27. Cape's Landing

- Location: Fayetteville North Carolina
- Unit Count: 96 (new construction)
- Owner: MVAH Holding LLC
- Address: 9100 Centre Pointe Dr. West Chester OH, 45069
- Email: brian.mcgeady@mvahpartners.com
- Phone: 513-964-1141
- Key Staff: MVAH Development & Management
- Cost: \$12,000,000
- Place in Service Date: 12/13/2016

28. Water Tower Park Senior Village

- Location: Gray Georgia
- Unit Count: 72 units (new construction)
- Owner: MVAH Holding LLC
- Address: 9100 Centre Pointe Dr. West Chester OH, 45069
- Email: brian.mcgeady@mvahpartners.com
- Phone: 513-964-1141
- Key Staff: MVAH Development & Management
- Cost: \$11,100,000
- Place in Service Date: 11/1/2016

29. Ashley Grove Senior Residence

- Location: Mount Orab Ohio
- Unit Count: 43 units (new construction)
- Owner: MVAH Holding LLC
- Address: 9100 Centre Pointe Dr. West Chester OH, 45069
- Email: brian.mcgeady@mvahpartners.com
- Phone: 513-964-1141
- Key Staff: MVAH Development & Management
- Cost: \$7,800,000
- Place in Service Date: 1/9/2015

30. Harbor Town Senior Residence

- Location: Perrysburg Ohio
- Unit Count: 69 units (new construction)
- Owner: MVAH Holding LLC



- Address: 9100 Centre Pointe Dr. West Chester OH, 45069
- Email: brian.mcgeady@mvahpartners.com
- Phone: 513-964-1141
- Key Staff: MVAH Development & Management
- Cost: \$10,900,000
- Place in Service Date: 8/27/2015

31. Newton Senior Residence

- Location: Newton Iowa
- Unit Count: 53 units (new construction)
- Owner: MVAH Holding LLC
- Address: 9100 Centre Pointe Dr. West Chester OH, 45069
- Email: brian.mcgeady@mvahpartners.com
- Phone: 513-964-1141
- Key Staff: MVAH Development & Management
- Cost: \$8,500,000
- Place in Service Date: 10/28/2015

32. Oak Ridge Apartments

- Location: Nolanville Texas
- Unit Count: 48 units (new construction)
- Owner: MVAH Holding LLC
- Address: 9100 Centre Pointe Dr. West Chester OH, 45069
- Email: brian.mcgeady@mvahpartners.com
- Phone: 513-964-1141
- Key Staff: MVAH Development & Management
- Cost: \$6,900,000
- Place in Service Date: 6/16/2015

33. Park Lofts at Huntington

- Location: Huntington Indiana
- Unit Count: 59 units (adaptive reuse/new construction)
- Owner: MVAH Holding LLC
- Address: 9100 Centre Pointe Dr. West Chester OH, 45069
- Email: brian.mcgeady@mvahpartners.com
- Phone: 513-964-1141
- Key Staff: MVAH Development & Management
- Cost: \$11,400,000
- Place in Service Date: 12/30/2015

34. Reserve at McAlister

- Location: Fort Worth Texas



- Unit Count: 124 units (new construction)
- Owner: MVAH Holding LLC
- Address: 9100 Centre Pointe Dr. West Chester OH, 45069
- Email: brian.mcgeady@mvahpartners.com
- Phone: 513-964-1141
- Key Staff: MVAH Development & Management
- Cost: \$17,500,000
- Place in Service Date: 10/9/2015

35. Reserve at Spencer

- Location: Spencer Oklahoma
- Unit Count: 54 units (new construction)
- Owner: MVAH Holding LLC
- Address: 9100 Centre Pointe Dr. West Chester OH, 45069
- Email: brian.mcgeady@mvahpartners.com
- Phone: 513-964-1141
- Key Staff: MVAH Development & Management
- Cost: \$9,100,000
- Place in Service Date: 12/17/2015

36. Southwick Manor Apartments (Partnership with Medina Metropolitan Housing Authority)

- Location: Brunswick Ohio
- Unit Count: 54 units (new construction)
- Owner: MVAH Holding LLC
- Address: 9100 Centre Pointe Dr. West Chester OH, 45069
- Email: brian.mcgeady@mvahpartners.com
- Phone: 513-964-1141
- Key Staff: MVAH Development & Management
- Cost: \$9,200,000
- Place in Service Date: 9/24/2015

37. Worthington Creek Apartments

- Location: Parkersburg West Virginia
- Unit Count: 36 (new construction)
- Owner: MVAH Holding LLC
- Address: 9100 Centre Pointe Dr. West Chester OH, 45069
- Email: brian.mcgeady@mvahpartners.com
- Phone: 513-964-1141
- Key Staff: MVAH Development & Management
- Cost: \$6,600,000
- Place in Service Date: 9/9/2015



38. Hampshire Landing

- Location: Joplin Missouri
- Unit Count: 84 units (new construction)
- Owner: MVAH Holding LLC
- Address: 9100 Centre Pointe Dr. West Chester OH, 45069
- Email: brian.mcgeady@mvahpartners.com
- Phone: 513-964-1141
- Key Staff: MVAH Development & Management
- Cost: \$13,800,000
- Place in Service Date: 7/19/2013

39. Huron Senior Residence

- Location: Huron Ohio
- Unit Count: 45 units (new construction)
- Owner: MVAH Holding LLC
- Address: 9100 Centre Pointe Dr. West Chester OH, 45069
- Email: brian.mcgeady@mvahpartners.com
- Phone: 513-964-1141
- Key Staff: MVAH Development & Management
- Cost: \$8,00,000
- Place in Service Date: 12/24/2013

40. Lofts at Roberts

- Location: Muncie Indiana
- Unit Count: 83 units (adaptive reuse)
- Owner: MVAH Holding LLC
- Address: 9100 Centre Pointe Dr. West Chester OH, 45069
- Email: brian.mcgeady@mvahpartners.com
- Phone: 513-964-1141
- Key Staff: MVAH Development & Management
- Cost: \$15,700,000
- Place in Service Date: 3/31/2014

41. Riverside Landing at Delaware Place

- Location: Delaware Ohio
- Unit Count: 63 units (new construction)
- Owner: MVAH Holding LLC
- Address: 9100 Centre Pointe Dr. West Chester OH, 45069
- Email: brian.mcgeady@mvahpartners.com
- Phone: 513-964-1141
- Key Staff: MVAH Development & Management



- Cost: \$11,500,000
- Place in Service Date: 12/26/2013

42. Silversage Point at Western Center (Similar metro to Milwaukee as well as size/complexity)

- Location: Fort Worth
- Unit Count: 120 units (new construction)
- Owner: MVAH Holding LLC
- Address: 9100 Centre Pointe Dr. West Chester OH, 45069
- Email: brian.mcgeady@mvahpartners.com
- Phone: 513-964-1141
- Key Staff: MVAH Development & Management
- Cost: \$17,340,454
- Place in Service Date: 12/23/2014

43. Twin Lakes Senior Villas

- Location: Rantoul Illinois
- Unit Count: 42 units (new construction)
- Owner: MVAH Holding LLC
- Address: 9100 Centre Pointe Dr. West Chester OH, 45069
- Email: brian.mcgeady@mvahpartners.com
- Phone: 513-964-1141
- Key Staff: MVAH Development & Management
- Cost: \$7,900,000
- Place in Service Date: 10/21/2013



MVAH is committed to providing residents with access to supportive services. Since community-based non-profits are typically more attuned to the needs of local residents, MVAH often partners with these organizations to coordinate the delivery of these services. A dedicated service coordinator is responsible for the implementation of the supportive services. The coordinator networks with local service agencies in coordinating the services as needed, and also acts as the liaison for any initiatives unique to the development, such as Workforce or Health Care programs. Many of the services required by residents are ultimately provided through referrals to other local non-profit agencies. However, the service coordinator does assist in the provision of individualized case management, and continually monitors the use, savings, and success of the Supportive Service Plan. New residents typically receive a brochure notifying them of local support programs that are available and are encouraged to contact the Service Coordinator either by phone or in person when the coordinator's on-site representative is present.

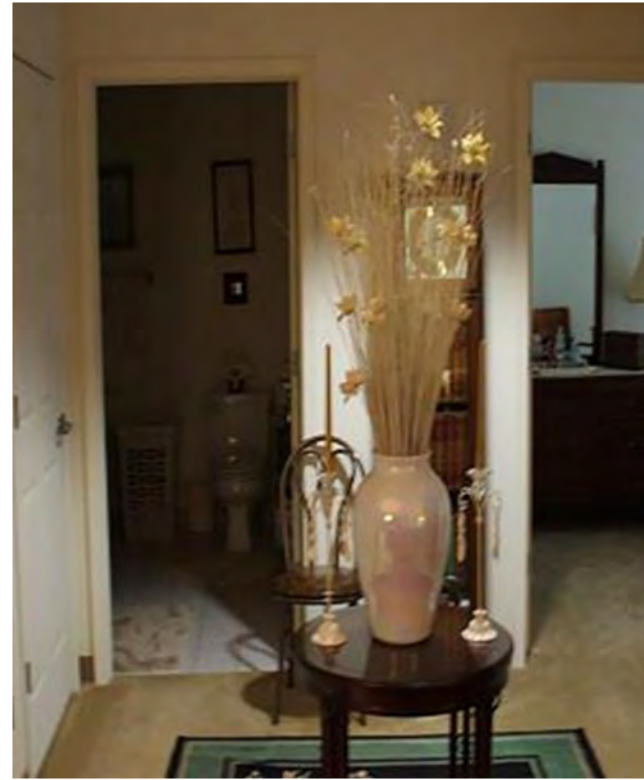
While the supportive services offered can vary from project to project, the following are some of the services commonly provided at MVAH properties:

- Meals and Nutrition – Residents will be educated about the importance of good nutrition. In-Home and congregate meals will also be available daily
- Housekeeping – Light housekeeping services will be available to residents
- Transportation – The supportive services coordinator will ensure that adequate transportation services are available to residents at the site
- Assistance with Daily Needs – Residents will have access to caregiver assistance with daily needs
- Healthcare – Residents will be provided with information about referrals to home health services including services such as health care screenings, dental care, nursing care, rehabilitation and physical therapy, and chronic illness treatment
- Financial Literacy – Residents will have access to financial literacy, credits counseling and other basic education such as GED and ESL classes
- Education – Residents will have access to basic education, workforce /vocational training, education for mature adults, and other educational programs
- Jobs Programs – Residents will have access to jobs preparedness and job attainment programs
- Regularly Scheduled Activity Programs – The service coordinator, with the assistance of the on-site manager, will coordinate regularly scheduled cultural, social, recreational, and health and wellness programs. These programs will in part be driven by the expressed desires and interests of the residents. Programs may include activities such as gardening, exercise classes, informational healthcare forums, reading clubs, and educational lectures
- Resident Association – Working with the on-site manager, the service coordinator will provide accommodations for the support of a Resident Association
- Family Oriented Services – Credit Counseling / Personal Finance Training / Planning / Continuing Education / Job Training and Referrals / Life Skills Training / Day-Care and After-School Programs.

Eagles Point - Historic Adaptive Re-Use, Eaton, Ohio



Walnut Ridge - Historic Adaptive Re-Use, Indianapolis, IN



Pinecrest - Walkertown, North Carolina



Reserve at Quebec - Fort Worth, Texas



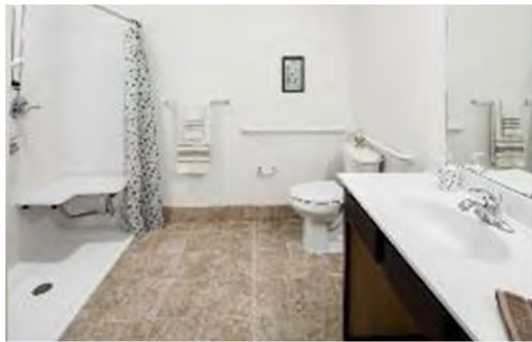
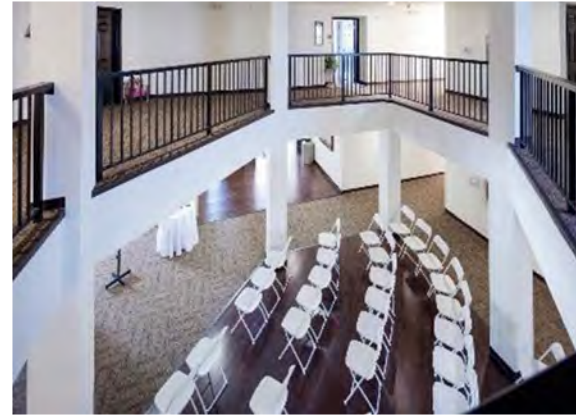
Silversage Point at Western Center - Fort Worth, Texas



Reserve at Spencer- Spencer, Oklahoma



Newton Place - Newton, Iowa



Hamburg Senior Residence - Lexington, Kentucky



Patterson Pointe - Bloomington, Indiana



One Penrose Place - Lawrence, Indiana



Residence at Washington Street - Kokomo, Indiana





Empower People. Enhance Communities.

Since our founding in 1993, MVAH Partners has been dedicated to quality, value and service. It's a commitment we continue today with a wide range of development, construction and property management experience.

We have developed, constructed, owned and managed more than 6,000 affordable and senior housing residential units. This includes over 99 properties in 15 states. MVAH has also received multiple awards in recognition of its successful affordable housing development business.

MVAH Partners is a recognized leader in the multi-family and senior housing business.

We have been developing, building, and managing quality multi-family and senior rental communities in the Midwest, Northeast, Southeast & Southwest for 25 years. Every MVAH Partners community is strategically operated and marketed to create a consistent experience of quality, value, and satisfaction for property owners and their residents alike. In every relationship, we work to offer solutions and support that maximize your property's value and minimize your time and work commitment.

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- Tax Credit, IRS Section 42, Apartments, Villas, and Single Family Homes
- Rehabs, Adaptive Reuse of Existing Buildings
- Luxury Apartments
- Military Housing
- Student Housing
- Senior Living: Independent Living, Assisted Living, Skilled Nursing
- Home Owners Associations
- Retail and Office Space

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- A steadfast, customer-centric approach
- An experienced and professional management team
- Outstanding history of managing successful developments, including renovations, new construction supervision and lease-up
- Support staff that includes Marketing, Training, Maintenance and Accounting Professionals
- Developing strategic marketing and leasing programs
- Planning and executing preventive maintenance to preserve value
- Creating efficiencies through state of the art procurement systems
- Management fee proposals that align our goals with those of our Owners
- Advanced Technology & Information Systems
- Risk Management and Insurance expertise
- Providing Section 42, tax credit compliance expertise

Please visit our website at www.mvahpartners.com to learn more about how our management team can maximize the performance of your real estate investment and provide your "total real estate solutions."

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Residential Property Management

Get the maximum from your investment

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- A management proposal that ensures our plans and procedures support your goals
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- Industry-leading insight and knowledge, including comprehensive experience in accounting systems, asset management, tax-credit compliance, development and construction
- Timely, concise and efficient financial analysis, asset reporting, P&L and balance sheet reporting

Let us see to the details

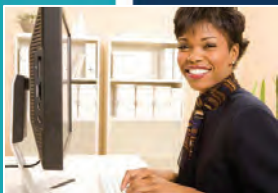
MVAH Partners provides everything you need to meet the day-in, day-out demands and seasonal requirements of maintaining your facilities. It's a complete package that means less work for you, including:



- Preventive maintenance programs designed to preserve your assets value
- Support from a core team of training and maintenance professionals
- Crisis and disaster management resolution systems for any emergency you may face
- Deep knowledge in building systems, maintenance and the latest in **Green Technology** to assure your facilities always operate cost-effectively

Keep your units at ultimate capacity

MVAH Partners also brings you experienced sales and marketing professionals who can help you meet one more critical concern: keeping your units full and at the greatest possible rent levels. It's a continuing commitment that includes:



- Developing strategic marketing and leasing programs that focus on your facilities – and your objectives
- A consistent, customer-centered approach to meeting the needs of your property's residents
- Insight into fair housing requirements that keep you in compliance with all rules and regulations
- Sales and marketing support that strengthens your competitive position in your specific marketplace

Community	Location	Units	Type
4 th Avenue Lofts	Clinton, IA	48	Multi-Family
Allegheny Pointe	Apollo, PA	52	Senior
Ashley Grove	Mt. Orab, OH	43	Senior
Boonville Homes	Boonville, IN	44	Single Family Homes
Bottle Works Lofts	Fort Wayne, IN	50	Multi/Single Family
Burkett Place	Washington, PA	48	Multi-Family
Cape's Landing Apartments	Fayetteville, NC	96	Multi-Family
Carriage Trails Senior Villas	Tipp City, OH	34	Senior
Carriage Trails Senior Village II	Tipp City, OH	46	Senior
Centerville Senior Lofts	Centerville, IA	44	Senior
Central Park Place	Columbus, IN	63	Senior
Cicero Senior Lofts	Cicero, IL	62	Senior
Cypress Lofts	Cedar Rapids, IA	51	Multi-Family
Delaware Place (Riverside Landing at)	Delaware, OH	63	Senior
Eaton Senior Villas	Eaton, OH	44	Senior
Edison Hill Commons	Parkersburg, WV	30	Multi-Family
Enclave	Winston-Salem, NC	68	Multi-Family
Enclave II	Winston-Salem, NC	96	Multi-Family
Faith Community	Crestline, OH	41	Senior
Francis Senior Lofts	Jackson, MI	45	Senior
Galena Estates	Galena, KS	40	Multi-Family
Gallatin Park	Gallatin, TN	48	Multi-Family
Gardens at Harvest Point	Augusta, GA	256	Multi-Family
Hamburg Senior Residence	Lexington, KY	62	Senior
Hampshire Landing	Joplin, MO	84	Multi-Family
Hampshire Landing II	Joplin, MO	48	Multi-Family
Harbor Town Senior Residence	Perrysburg, OH	69	Senior
Harmony Senior Village	Williamsburg, OH	30	Senior
Harrison Lofts	Muscataine, IA	52	Multi-Family
Indian Trace I	Oxford, OH	84	Multi-Family
Indian Trace II	Oxford, OH	76	Multi-Family
Jasper Lofts	Jasper, IN	67	Multi-Family
Jefferson Homes	Dayton, OH	40	Single Family Homes
Keokuk Senior Lofts	Keokuk, IA	45	Senior
Lake Towne Senior	Walbridge, OH	43	Senior
Landings at Steele Creek I	Charlotte, NC	72	Multi-Family
Landings at Steele Creek II	Charlotte, NC	48	Multi-Family
Lofts at Robert's	Muncie, IN	83	Senior
Lofts at St. Joseph's	Huntingburg, IN	45	Senior

Community	Location	Units	Type
Madison Place Senior	Gastonia, NC	76	Senior
Market Street Lofts	East Liverpool, OH	45	Multi-Family
Meadow Vista Parkside	Altoona, IA	59	Multi-Family
Meadow Vista Senior Villas	Altoona, IA	50	Senior
Mallard Glen	Amelia, OH	96	Multi-Family
Morton Senior Residence	Morton, IL	61	Senior
Mulberry Street Properties	Harrisburg, PA	50	Multi-Family
New Lima Homes	Lima, OH	60	Single Family Homes
Newton Place Apartments	Newton, IA	53	Senior
Nia Heights	Toledo, OH	16	Single Family Homes
Oak Ridge Apartments	Nolanville, TX	48	Multi-Family
Omega Senior Lofts	Dayton, OH	81	Senior
One Penrose Place	Lawrence, IN	45	Senior
Oregon Senior Lofts	Oregon, OH	81	Senior
Palm House	Wooster, OH	62	Multi-Family
Park Lofts at Huntington	Huntington, IN	59	Senior
Patterson Pointe Senior Residence	Bloomington, IN	61	Senior
Pheasant Run Seniors	Dayton, OH	75	Senior
Pincrest	Walkertown, NC	80	Multi-Family
Reserve at Engel Road	New Braunfels, TX	96	Multi-Family
Reserve at Hagan	Whitehouse, TX	72	Multi-Family
Reserve at Lakeview Landing	Huron, OH	45	Senior
Reserve at McAlister	Ft. Worth, TX	124	Senior
Reserve at Oak Spring	Clarksburg, WV	35	Multi-Family
Reserve at Quebec	Ft. Worth, TX	296	Multi-Family
Reserve at Spencer	Spencer, OK	54	Multi-Family
Residences at Eagles Point	Eaton, OH	40	Multi-Family
Ridgewood Heights	Dayton, OH	40	Single Family Homes
Rising at Phoenix	Dayton, OH	33	Single Family Homes
Riverside Senior Lofts	Riverside, OH	48	Senior
Riverview Bluffs	New Richmond, OH	36	Senior
RiverWorks Lofts	Riverside, OH	61	Multi-Family
Roosevelt Homes	Dayton, OH	43	Single Family Homes
Roosevelt Homes II	Dayton, OH	30	Single Family Homes
Siena Village Senior Living	Dayton, OH	108	Senior
Silversage Point at Western Center	Ft. Worth, TX	120	Multi-Family
South Saginaw Homes I	Saginaw, MI	49	Single Family Homes
South Saginaw Homes II	Saginaw, MI	42	Single Family Homes



Empower People. Enhance Communities.

Community	Location	Units	Type
Southridge Senior Lofts	Des Moines, IA	52	Senior
Stoney Ridge Estates	Moraine, OH	25	Single Family Homes
Summit Pointe	Lawrenceburg, IN	83	Multi-Family
Sunlight Homes	Dayton, OH	33	Single Family Homes
Sylvania Senior Residence	Sylvania, OH	51	Senior
Twin Cedars I	Hickory, NC	36	Multi-Family
Twin Cedars II	Hickory, NC	72	Multi-Family
Twin Lakes Senior Villas	Rantoul, IL	42	Senior
Villas at Twin Cedars	Hickory, NC	40	Senior
Vine Street Lofts	Jasper, IN	62	Senior
Walkers Ridge	Greensburg, PA	84	Multi-Family
Walnut Ridge	Indianapolis, IN	78	Senior
Washington Square Homes	Dayton, OH	39	Single Family Homes
Washington Square Homes II	Dayton, OH	29	Single Family Homes
Washington Street Senior Residence	Kokomo, IN	54	Senior
Water Tower Park Senior Village	Gray, GA	72	Senior
Wauseon Senior Village	Wauseon, OH	48	Senior
Whitehouse Square Senior Village	Whitehouse, OH	32	Senior
Whitehouse Square Townhomes	Whitehouse, OH	55	Multi-Family
Worthington Creek	Parkersburg, WV	36	Senior



Michael Riechman

Managing Partner
President, MVAH Management LLC

5950 Fairview Road, Suite 402 ■ Charlotte, NC 28210
704-323-8938 ■ michael.riechman@mvahpartners.com ■ www.mvahpartners.com

Experience & Expertise

Michael Riechman is founding member and Managing Partner of MVAH Partners, an affordable housing developer, owner, and operator. Prior to MVAH Partners, he was a member of the Executive Team of Miller-Valentine Group and responsible for the Investment Management platform that includes capital raising, investment structuring, investor relations, property management, asset management, accounting and compliance.

Prior to joining Miller-Valentine, Michael was a Senior Managing Director and head of the Affordable Housing equity group at Centerline Capital Group. His responsibilities included syndications and portfolio dispositions. He was a member of the Executive Management Team. Prior to Centerline, he was with RBC Capital Markets where he spent eight years, most recently as Managing Director responsible for tax credit investments. There he led the tax credit syndication platform that included: originations and syndications, investments, pricing and structuring. The syndication platform had an annual investment volume of approximately \$600 Million.



Professional Associations

- Member, NH&RA (National Housing & Rehabilitation Association)
- Member, HAG (Housing Advisory Group)

Education

- B.B.A., Accounting, University of Cincinnati
- M.B.A., Finance/Real Estate, American University



Brian McGeady

Managing Partner
Vice President, MVAH Management LLC

9100 Centre Pointe Drive, Suite 210 ■ West Chester, OH 45069
513-964-1141 ■ brian.mcgeady@mvahpartners.com ■ www.mvahpartners.com

Experience & Expertise

Brian McGeady guides the development activities of MVAH Partners and is responsible for the strategic planning, acquisitions, development process, feasibility analysis and the creation of strategic housing partnerships with both non-profit and for-profit organizations. Under Brian's leadership, the group has produced an average of nine, 9% tax credit allocations over the last eight years. In 2016, the company was named the 3rd largest affordable housing developer in the country for new units created. Product types include senior communities, multifamily and single family homes financed with both 9% and 4% credits.

His expertise includes the development of new construction, rehabilitation, and adaptive reuse properties into affordable housing. In 2004 through 2005, he was with Paramount Financial Group, underwriting tax credit properties; involved in more than \$150 million of equity investment.



Professional Associations

- Vice President, Ohio Housing Council
- Board, Mother Teresa Catholic Elementary
- Member, National Associate of Home Builders
- Member, HAG (Housing Advisory Group)
- Former Board Member, March of Dimes, Southwest Ohio Chapter

Education

- B.S., Finance, University of Dayton
- M.B.A., University of Cincinnati

Experience & Expertise

Katy Wendel is responsible for overseeing the property management portfolio comprised of six regions and eighty-six properties covering 15 states. She supervises 6 regional managers with portfolios of stabilized and pre-stabilized properties that are in various stages of lease up. Katy focuses on finding new opportunities to improve operations while collaborating with the compliance department to ensure joint expectations are met. She assists in creating accurate budgets that increase financial performance to maximize operating income. In addition, Katy is responsible for expense control, accounts payable, accounts receivable, payroll and capital expenditures. She has a passion for the affordable housing industry and inspires her team through her leadership and knowledge. She maintains staffing through hiring, onboarding, coaching, and counseling associates. Katy is head of coordinating inspections and audits with bank examiners, equity partners, state & local agencies and officials. She ensures staff is compliant with Federal, State, and Local fair housing laws.



Katy has nearly 30 years' experience in residential property management with the last 19 years focused primarily with the affordable housing division. Prior to joining MVAH Partners LLC, Katy was in a similar role with Miller-Valentine Group with the current portfolio for the past five years. Prior to Regional Vice President, she held roles of Regional Manager and Community Manager in both Conventional and Tax Credit properties.

Certifications

- Housing Credit Certified Professional (HCCP)

Education

- B.A., School of Journalism, Concentration in Advertising, The Ohio State University



Katherine Vance

Director of Regulatory Compliance

9100 Centre Pointe Drive, Suite 210 ■ West Chester, OH 45069
513-964-1151 ■ katherine.vance@mvahpartners.com ■ www.mvahpartners.com

Experience & Expertise

Katherine Vance is responsible for overseeing all compliance activities in connection with our portfolio of affordable communities. Her responsibilities include monthly reporting for all properties to investors, state agencies and our partners. She is responsible for program Compliance and internal customer support to all housing programs within the company portfolio. Katherine has over 20 years in the affordable housing industry.

- Monthly reporting of all properties in multiple states. Currently operating in 15 states.
- Training all staff to ensure all program requirements are met for multiple states.
- Completing the Utility Allowance Analysis and Rent Adjustments annually.
- Preparing monthly, quarterly and annual reports for owners and state agencies.
- Completion of all required LIHTC, HOME, RD, HUD, Bond, reporting for multiple states.
- Developed all policies and forms for the Compliance Department implementing state specific guidelines and updates as needed.
- Training of all site staff on software updates and changes. Adjusting policies to reflect changes in the system workflow process.

Certifications

- Housing Credit Certified Professional, (HCCP)
- Compliance Professional Executive, (NCP-E)
- Assisted Housing Manager, (AHM)
- Tax Credit Certified Specialist, (TaCCS)
- Certified Occupancy Specialist, (COS)
- Public Housing Manage, (PHM)

Education

- BBA, Northwood University

City of Jackson PILOT Application

Section 3

Project Description

Project Name:

The Greenwood





Project Description:

A. Intended Usage

LIHTC funding will allow The Greenwood development to provide young professionals, the workforce, and families of Jackson new high-quality, affordable housing within a highly walkable downtown corridor near thousands of jobs and countless amenities and services. The proposed development will involve the new construction of approximately 51 energy-efficient units containing the full spectrum of modern amenities. Units will target AMIs up to 60% of local area median income (income averaging) with an average AMI of 55%. This will accommodate the various housing needs of young professionals, families, and the workforce demographic. Units will be desirable to singles, couples, and families with or without physical challenges.

The proposed project will feature approximately (14) 1-bedroom, (26) 2-bedroom, and (11) 3-bedroom units. All units will offer modern/open floor plans featuring a living/dining area, full-size kitchen, spacious bedrooms, in-unit laundry connections, and an oversized bathroom. Additionally, ample storage will be provided in each unit, including a coat closet, linen closet, pantry, and walk-in closets in most bedrooms. The modern design and open floor plans offer many other amenities attractive to families.

The development will also feature community spaces and amenities in a centralized, elevator-served building. From the main entry, residents and guests will be welcomed by the on-site management office. The building will also contain a large community room with a kitchenette and serving island/bar, which will serve as the center for community meetings/activities. The building will also offer a fitness center (cardio equipment, lightweights, and yoga/stretch area), and a computer center (computers, internet access, copier/scanner). Security is also a key amenity. This is addressed by providing secured access to the building, parking/entry lighting, unit door peepholes, smoke detectors, and in-unit fire extinguishers. Outdoor amenities could include a pod park.

B. Economic & Environmental Impact:

Job Creation: Construction activities are expected to create between 150 - 175 temporary jobs, which would last throughout the 13 - 14-month construction process. Once the property is in the lease-up stage, 2 permanent positions will be created. These include a property manager and a service technician. For the 13–14-month construction, most of, if not all sub-contractors will be from the local Jackson area. Additionally, ongoing maintenance and repairs of the project will be from local contractors, i.e., roof repairs/maintenance, grass mowing, HVAC service, parking lot maintenance, etc.

Total Investment: We estimate we will invest approximately \$13,300,000 into the development of The Greenwood. This investment equals approximately \$260,000 a unit.

Other Impacts: Our proposed development will provide affordable, quality, energy-efficient housing to those who desire to live, work, or play in the downtown Jackson area. Residents can focus on growing their careers, starting businesses, or creating families as their housing stability and quality of life improves. This helps create a hub for innovation, provides stability to workers, and can create new, exciting businesses. Creating affordable housing will allow millennials, others early in their career or traditional workforce fields (teachers, firefighters, police officers, etc.) to live, create, and grow without having to worry about finding stable housing.

Environmental Impact:

The proposed development will be located at the corner of W. Wilkins Street and Greenwood Ave. We intend to use the 2-city owned lots of 227 and 229 W. Wilkins Street and the 5 Community Action Agency owned sites of 223 W. Wilkins Street, 702, 714, and 718 Greenwood and 222. W. Biddle Street. In total, the site will be approximately 1.5 acres. Although the development team is presently unaware of any environmental issues with the sites, the development team is prepared and has budgeted for all possibilities, as with any of our developments. A phase I and a phase II environmental assessment report will be completed on the property. These will help us reveal any possible health or environmental concerns, which will be mitigated to the highest degree possible. However, we do not anticipate any health or environmental issues and believe the site to be highly developable.

Further, we intend to commit to National Green Building Standards. Our development will also feature many other high-performance housing characteristics, sustainable development characteristics,

universal design features, low-impact construction processes, and all units will feature energy-efficient appliances and water-saving toilets.

C. Square Footages

Our 2 city-owned lots and the 5 Community Action Agency-owned lots total approximately 1.5 acres. Our proposed development will comprise 51+/- total units with a combination of 1-, 2-, and 3-bedroom units. The building will be approximately 45,000 square feet. The average unit will be about 880 square feet with a plethora of on-site amenities. Both unit-based and on-site amenities are further explained in section A above.

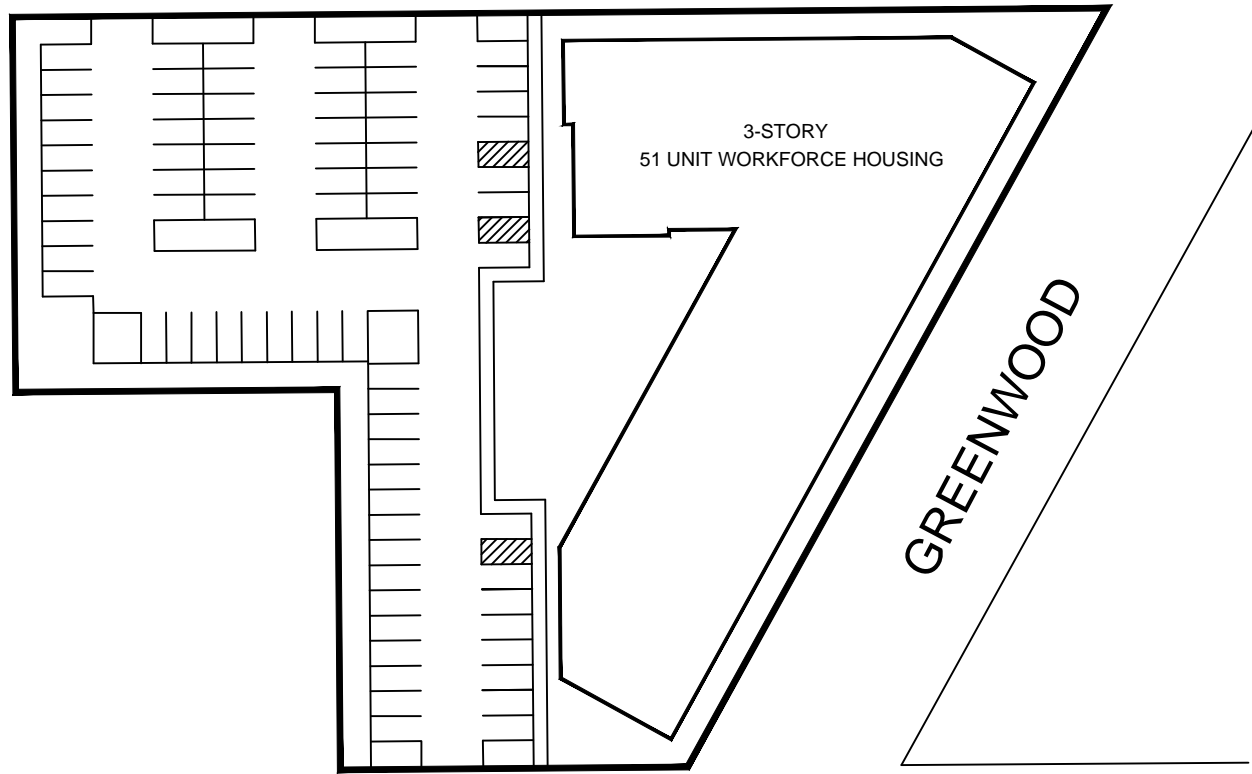
D. Architectural Renderings:

The Greenwood will feature approximately (14) 1-bedroom, (26) 2-bedroom, and (11) 3-bedroom multifamily units in a 3 story, elevator-served building. All 51+/- units will be 100% accessible and feature a plethora of modern amenities and energy-efficient features. Further, it will be built to incorporate the values, design, and aura of the surrounding downtown Jackson area. We have attached a few photos of a recent development we completed that we believe would fit well within the downtown corridor, however; we are open to local suggestions on how to best integrate our building from an architectural and functional standpoint. Please see the pages below.

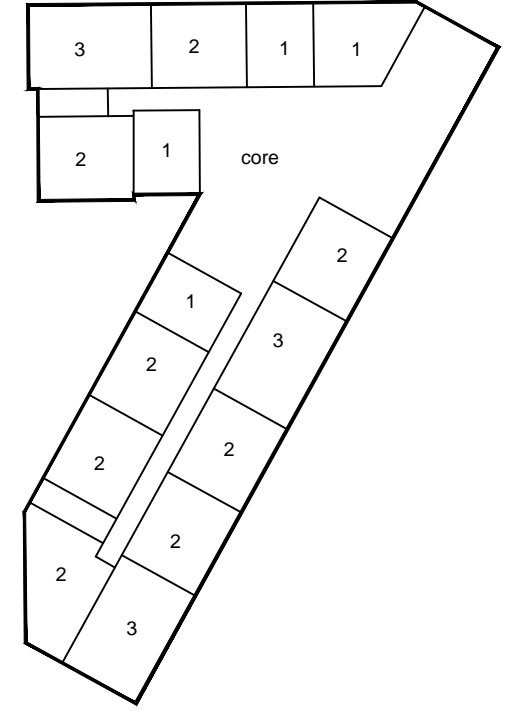
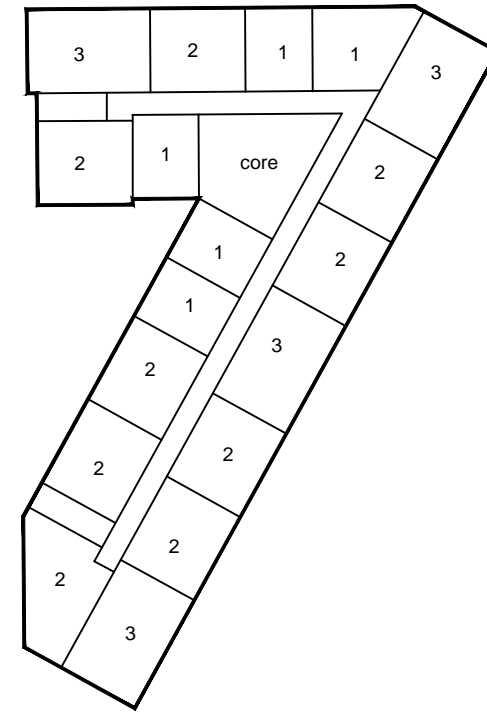
E. Other Information:

Long Term Ownership: While most developers sell their projects upon completion, we do not. We retain ownership of our projects forever, and we will be doing the same with this development. In fact, our very first development in Lawrenceburg, Indiana, is still in our ownership after 25+ years. 8 years ago, we completed an \$8,000,000 renovation to the property to assure its quality for the next 25 years. We intend to approach The Greenwood with the same goal – owning forever and maintaining to the highest degree and quality.

WILKINS ST



BEDDLE ST





123

























City of Jackson PILOT Application

Section 4

Marketing

Project Name:

The Greenwood





Project Marketing & Target Market:

The Greenwood will be marketed to singles, couples, and families of all sizes. Units will be 100% accessible and will feature many modern amenities. The central downtown location provides walkable access to thousands of nearby jobs and countless nearby amenities and services. The development will be well within walking distance of Henry Ford Allegiance Health Hospital, Jackson High School, several parks, and the Jackson District Carnegie Library. Low-cost transit and dozens of stores, banks, restaurants, and many other desirable services/amenities are also nearby. Downtown living combined with the accessibility features will make the project desirable to a diverse range of tenants.

All marketing and management will be completed by our in-house property management company, MVAH Management. MVAH Management manages most of our portfolio and some third-party projects for others. We have attached our full company resume in section 2, developer background information, however, we have attached our management company's resume below.

The Greenwood will not be speculative. We retain ownership of our projects forever, and we will do the same with this development. In fact, our very first development in Lawrenceburg, Indiana, is still in our ownership after 25+ years. 8 years ago, we completed an \$8,000,000 renovation to the property to assure its quality for the next 25 years. We intend to approach The Greenwood with the same goal – owning forever and maintaining to the highest degree and quality.

We expect 100% occupancy within 7-8 months. This is a conservative estimate, as most of our developments of similar size and scope lease quicker. Additionally, although we have not yet received our completed market study, we will be more than happy to provide that once we do. However, we are confident that the 51 units will lease quickly and likely have a significant waiting list. This is the case for almost all our projects of similar size and scope. Many have significant waiting lists, some 1-2+ years long, and our portfolio-wide occupancy is over 97% across 8,000+ units. The 51-unit The Greenwood project will rent to those earning between 30% and 60% of the local area median income. With Jackson's

population being north of 30,000, there should be zero issue leasing 51 units with such a wide income band, modern and desirable project amenities, and the walkable, centralized downtown location.



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- Outstanding history of managing successful developments, including renovations, new construction supervision and lease-up
- Support staff that includes Marketing, Training, Maintenance and Accounting Professionals
- Developing strategic marketing and leasing programs
- Planning and executing preventive maintenance to preserve value
- Creating efficiencies through state of the art procurement systems
- Management fee proposals that align our goals with those of our Owners
- Advanced Technology & Information Systems
- Risk Management and Insurance expertise
- Providing Section 42, tax credit compliance expertise

Please visit our website at www.mvahpartners.com to learn more about how our management team can maximize the performance of your real estate investment and provide your "total real estate solutions."

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Residential Property Management

Get the **maximum** from your investment

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- Time-tested, efficient property management procedures that elevate your investment
- A focus on maximizing value and creating solutions based on your income and expense expectations
- A procurement system that manages costs and delivers efficiencies
- Industry-leading insight and knowledge, including comprehensive experience in accounting systems, asset management, tax-credit compliance, development and construction
- Timely, concise and efficient financial analysis, asset reporting, P&L and balance sheet reporting

Let us see to the details

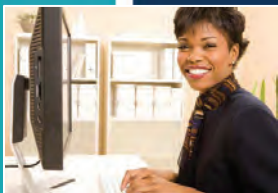
MVAH Partners provides everything you need to meet the day-in, day-out demands and seasonal requirements of maintaining your facilities. It's a complete package that means less work for you, including:



- Preventive maintenance programs designed to preserve your assets value
- Support from a core team of training and maintenance professionals
- Crisis and disaster management resolution systems for any emergency you may face
- Deep knowledge in building systems, maintenance and the latest in **Green Technology** to assure your facilities always operate cost-effectively

Keep your units at **ultimate capacity**

MVAH Partners also brings you experienced sales and marketing professionals who can help you meet one more critical concern: keeping your units full and at the greatest possible rent levels. It's a continuing commitment that includes:



- Developing strategic marketing and leasing programs that focus on your facilities – and your objectives
- A consistent, customer-centered approach to meeting the needs of your property's residents
- Insight into fair housing requirements that keep you in compliance with all rules and regulations
- Sales and marketing support that strengthens your competitive position in your specific marketplace

Community	Location	Units	Type
4 th Avenue Lofts	Clinton, IA	48	Multi-Family
Allegheny Pointe	Apollo, PA	52	Senior
Ashley Grove	Mt. Orab, OH	43	Senior
Boonville Homes	Boonville, IN	44	Single Family Homes
Bottle Works Lofts	Fort Wayne, IN	50	Multi/Single Family
Burkett Place	Washington, PA	48	Multi-Family
Cape's Landing Apartments	Fayetteville, NC	96	Multi-Family
Carriage Trails Senior Villas	Tipp City, OH	34	Senior
Carriage Trails Senior Village II	Tipp City, OH	46	Senior
Centerville Senior Lofts	Centerville, IA	44	Senior
Central Park Place	Columbus, IN	63	Senior
Cicero Senior Lofts	Cicero, IL	62	Senior
Cypress Lofts	Cedar Rapids, IA	51	Multi-Family
Delaware Place (Riverside Landing at)	Delaware, OH	63	Senior
Eaton Senior Villas	Eaton, OH	44	Senior
Edison Hill Commons	Parkersburg, WV	30	Multi-Family
Enclave	Winston-Salem, NC	68	Multi-Family
Enclave II	Winston-Salem, NC	96	Multi-Family
Faith Community	Crestline, OH	41	Senior
Francis Senior Lofts	Jackson, MI	45	Senior
Galena Estates	Galena, KS	40	Multi-Family
Gallatin Park	Gallatin, TN	48	Multi-Family
Gardens at Harvest Point	Augusta, GA	256	Multi-Family
Hamburg Senior Residence	Lexington, KY	62	Senior
Hampshire Landing	Joplin, MO	84	Multi-Family
Hampshire Landing II	Joplin, MO	48	Multi-Family
Harbor Town Senior Residence	Perrysburg, OH	69	Senior
Harmony Senior Village	Williamsburg, OH	30	Senior
Harrison Lofts	Muscataine, IA	52	Multi-Family
Indian Trace I	Oxford, OH	84	Multi-Family
Indian Trace II	Oxford, OH	76	Multi-Family
Jasper Lofts	Jasper, IN	67	Multi-Family
Jefferson Homes	Dayton, OH	40	Single Family Homes
Keokuk Senior Lofts	Keokuk, IA	45	Senior
Lake Towne Senior	Walbridge, OH	43	Senior
Landings at Steele Creek I	Charlotte, NC	72	Multi-Family
Landings at Steele Creek II	Charlotte, NC	48	Multi-Family
Lofts at Robert's	Muncie, IN	83	Senior
Lofts at St. Joseph's	Huntingburg, IN	45	Senior

Community	Location	Units	Type
Madison Place Senior	Gastonia, NC	76	Senior
Market Street Lofts	East Liverpool, OH	45	Multi-Family
Meadow Vista Parkside	Altoona, IA	59	Multi-Family
Meadow Vista Senior Villas	Altoona, IA	50	Senior
Mallard Glen	Amelia, OH	96	Multi-Family
Morton Senior Residence	Morton, IL	61	Senior
Mulberry Street Properties	Harrisburg, PA	50	Multi-Family
New Lima Homes	Lima, OH	60	Single Family Homes
Newton Place Apartments	Newton, IA	53	Senior
Nia Heights	Toledo, OH	16	Single Family Homes
Oak Ridge Apartments	Nolanville, TX	48	Multi-Family
Omega Senior Lofts	Dayton, OH	81	Senior
One Penrose Place	Lawrence, IN	45	Senior
Oregon Senior Lofts	Oregon, OH	81	Senior
Palm House	Wooster, OH	62	Multi-Family
Park Lofts at Huntington	Huntington, IN	59	Senior
Patterson Pointe Senior Residence	Bloomington, IN	61	Senior
Pheasant Run Seniors	Dayton, OH	75	Senior
Pincrest	Walkertown, NC	80	Multi-Family
Reserve at Engel Road	New Braunfels, TX	96	Multi-Family
Reserve at Hagan	Whitehouse, TX	72	Multi-Family
Reserve at Lakeview Landing	Huron, OH	45	Senior
Reserve at McAlister	Ft. Worth, TX	124	Senior
Reserve at Oak Spring	Clarksburg, WV	35	Multi-Family
Reserve at Quebec	Ft. Worth, TX	296	Multi-Family
Reserve at Spencer	Spencer, OK	54	Multi-Family
Residences at Eagles Point	Eaton, OH	40	Multi-Family
Ridgewood Heights	Dayton, OH	40	Single Family Homes
Rising at Phoenix	Dayton, OH	33	Single Family Homes
Riverside Senior Lofts	Riverside, OH	48	Senior
Riverview Bluffs	New Richmond, OH	36	Senior
RiverWorks Lofts	Riverside, OH	61	Multi-Family
Roosevelt Homes	Dayton, OH	43	Single Family Homes
Roosevelt Homes II	Dayton, OH	30	Single Family Homes
Siena Village Senior Living	Dayton, OH	108	Senior
Silversage Point at Western Center	Ft. Worth, TX	120	Multi-Family
South Saginaw Homes I	Saginaw, MI	49	Single Family Homes
South Saginaw Homes II	Saginaw, MI	42	Single Family Homes

Community	Location	Units	Type
Southridge Senior Lofts	Des Moines, IA	52	Senior
Stoney Ridge Estates	Moraine, OH	25	Single Family Homes
Summit Pointe	Lawrenceburg, IN	83	Multi-Family
Sunlight Homes	Dayton, OH	33	Single Family Homes
Sylvania Senior Residence	Sylvania, OH	51	Senior
Twin Cedars I	Hickory, NC	36	Multi-Family
Twin Cedars II	Hickory, NC	72	Multi-Family
Twin Lakes Senior Villas	Rantoul, IL	42	Senior
Villas at Twin Cedars	Hickory, NC	40	Senior
Vine Street Lofts	Jasper, IN	62	Senior
Walkers Ridge	Greensburg, PA	84	Multi-Family
Walnut Ridge	Indianapolis, IN	78	Senior
Washington Square Homes	Dayton, OH	39	Single Family Homes
Washington Square Homes II	Dayton, OH	29	Single Family Homes
Washington Street Senior Residence	Kokomo, IN	54	Senior
Water Tower Park Senior Village	Gray, GA	72	Senior
Wauseon Senior Village	Wauseon, OH	48	Senior
Whitehouse Square Senior Village	Whitehouse, OH	32	Senior
Whitehouse Square Townhomes	Whitehouse, OH	55	Multi-Family
Worthington Creek	Parkersburg, WV	36	Senior



Michael Riechman

Managing Partner
President, MVAH Management LLC

5950 Fairview Road, Suite 402 ■ Charlotte, NC 28210
704-323-8938 ■ michael.riechman@mvahpartners.com ■ www.mvahpartners.com

Experience & Expertise

Michael Riechman is founding member and Managing Partner of MVAH Partners, an affordable housing developer, owner, and operator. Prior to MVAH Partners, he was a member of the Executive Team of Miller-Valentine Group and responsible for the Investment Management platform that includes capital raising, investment structuring, investor relations, property management, asset management, accounting and compliance.

Prior to joining Miller-Valentine, Michael was a Senior Managing Director and head of the Affordable Housing equity group at Centerline Capital Group. His responsibilities included syndications and portfolio dispositions. He was a member of the Executive Management Team. Prior to Centerline, he was with RBC Capital Markets where he spent eight years, most recently as Managing Director responsible for tax credit investments. There he led the tax credit syndication platform that included: originations and syndications, investments, pricing and structuring. The syndication platform had an annual investment volume of approximately \$600 Million.

Professional Associations

- Member, NH&RA (National Housing & Rehabilitation Association)
- Member, HAG (Housing Advisory Group)

Education

- B.B.A., Accounting, University of Cincinnati
- M.B.A., Finance/Real Estate, American University





Brian McGeady

Managing Partner
Vice President, MVAH Management LLC

9100 Centre Pointe Drive, Suite 210 ■ West Chester, OH 45069
513-964-1141 ■ brian.mcgeady@mvahpartners.com ■ www.mvahpartners.com

Experience & Expertise

Brian McGeady guides the development activities of MVAH Partners and is responsible for the strategic planning, acquisitions, development process, feasibility analysis and the creation of strategic housing partnerships with both non-profit and for-profit organizations. Under Brian's leadership, the group has produced an average of nine, 9% tax credit allocations over the last eight years. In 2016, the company was named the 3rd largest affordable housing developer in the country for new units created. Product types include senior communities, multifamily and single family homes financed with both 9% and 4% credits.

His expertise includes the development of new construction, rehabilitation, and adaptive reuse properties into affordable housing. In 2004 through 2005, he was with Paramount Financial Group, underwriting tax credit properties; involved in more than \$150 million of equity investment.



Professional Associations

- Vice President, Ohio Housing Council
- Board, Mother Teresa Catholic Elementary
- Member, National Associate of Home Builders
- Member, HAG (Housing Advisory Group)
- Former Board Member, March of Dimes, Southwest Ohio Chapter

Education

- B.S., Finance, University of Dayton
- M.B.A., University of Cincinnati

Experience & Expertise

Katy Wendel is responsible for overseeing the property management portfolio comprised of six regions and eighty-six properties covering 15 states. She supervises 6 regional managers with portfolios of stabilized and pre-stabilized properties that are in various stages of lease up. Katy focuses on finding new opportunities to improve operations while collaborating with the compliance department to ensure joint expectations are met. She assists in creating accurate budgets that increase financial performance to maximize operating income. In addition, Katy is responsible for expense control, accounts payable, accounts receivable, payroll and capital expenditures. She has a passion for the affordable housing industry and inspires her team through her leadership and knowledge. She maintains staffing through hiring, onboarding, coaching, and counseling associates. Katy is head of coordinating inspections and audits with bank examiners, equity partners, state & local agencies and officials. She ensures staff is compliant with Federal, State, and Local fair housing laws.



Katy has nearly 30 years' experience in residential property management with the last 19 years focused primarily with the affordable housing division. Prior to joining MVAH Partners LLC, Katy was in a similar role with Miller-Valentine Group with the current portfolio for the past five years. Prior to Regional Vice President, she held roles of Regional Manager and Community Manager in both Conventional and Tax Credit properties.

Certifications

- Housing Credit Certified Professional (HCCP)

Education

- B.A., School of Journalism, Concentration in Advertising, The Ohio State University



Katherine Vance

Director of Regulatory Compliance

9100 Centre Pointe Drive, Suite 210 ■ West Chester, OH 45069
513-964-1151 ■ katherine.vance@mvahpartners.com ■ www.mvahpartners.com

Experience & Expertise

Katherine Vance is responsible for overseeing all compliance activities in connection with our portfolio of affordable communities. Her responsibilities include monthly reporting for all properties to investors, state agencies and our partners. She is responsible for program Compliance and internal customer support to all housing programs within the company portfolio. Katherine has over 20 years in the affordable housing industry.

- Monthly reporting of all properties in multiple states. Currently operating in 15 states.
- Training all staff to ensure all program requirements are met for multiple states.
- Completing the Utility Allowance Analysis and Rent Adjustments annually.
- Preparing monthly, quarterly and annual reports for owners and state agencies.
- Completion of all required LIHTC, HOME, RD, HUD, Bond, reporting for multiple states.
- Developed all policies and forms for the Compliance Department implementing state specific guidelines and updates as needed.
- Training of all site staff on software updates and changes. Adjusting policies to reflect changes in the system workflow process.

Certifications

- Housing Credit Certified Professional, (HCCP)
- Compliance Professional Executive, (NCP-E)
- Assisted Housing Manager, (AHM)
- Tax Credit Certified Specialist, (TaCCS)
- Certified Occupancy Specialist, (COS)
- Public Housing Manage, (PHM)

Education

- BBA, Northwood University

City of Jackson PILOT Application

Section 5

Ownership & Tax Information

Project Name:

The Greenwood



Ownership & Tax Information:

A. Location:

We intend on using 7 parcels for The Greenwood Development. This includes 227 and 229 W. Wilkins Street and 223 W. Wilkins Street, 702, 714, and 718 Greenwood and 222. W. Biddle Street. Legal descriptions attached below.

Parcel 1: 227 W Wilkins St, Jackson, MI 49203.

Parcel 2: 229 W Wilkins St, Jackson, MI 49203.

Parcel 3: 223 W Wilkins St, Jackson, MI 49203

Parcel 4: 702 Greenwood Ave, Jackson, MI 49203

Parcel 5: 714 Greenwood Ave, Jackson, MI 49203

Parcel 6: 718 Greenwood Ave, Jackson, MI 49203

Parcel 7: 222 W Biddle St, Jackson, MI 49203

B. Current Property Owner:

227 and 229 W. Wilkins Street are presently owned by The City of Jackson. Mailing address: 161 W Michigan Ave, Jackson, MI 49201

223 W. Wilkins Street, 702, 714, and 718 Greenwood and 222. W. Biddle Street are presently owned by The Community Action Agency. Mailing Address: 1214 Greenwood Ave, Jackson, MI 49203

C. Option to Purchase:

We are presently working with both the city and the community action agency on a purchase for the parcels. However, we are more than happy to provide our PSA once they are drafted/finalized.

D. Any and all Liens on the Property:

None that we are aware of – N/A

E. Parcel Number & Current Assessed Value of Property:

229 W Wilkins St – Parcel ID: 4-046400000. Assessed Value \$0

227 W Wilkins St – Parcel ID: 4-046300000. Accessed Value: \$0

223 W Wilkins St – Parcel ID: 4-046200000. Accessed Value: \$0

702 Greenwood Ave – Parcel ID: 4-045100000. Accessed Value: \$0

714 Greenwood Ave – Parcel ID: 4-045500000. Accessed Value: \$0

718 Greenwood Ave – Parcel ID: 4-045600000. Accessed Value: \$0

222 W Biddle St – Parcel ID: 4-045700000. Accessed Value: \$0

F. Other Assessments under Appeal:

None – N/A

G. Will the property result in the subdivision of any present tax parcel?

No – N/A



QUIT CLAIM DEED

Grantor, **John George Home, Inc.**, a Michigan domestic nonprofit corporation, whose address is 1501 E. Ganson Street, Jackson, Michigan 49202, quit claims to **the City of Jackson**, a Michigan municipal corporation, whose address is 161 W. Michigan Avenue, Jackson, MI 49201, the following described the premises situated in the City of Jackson, County of Jackson, State of Michigan:

Parcel 1:
Commonly known as: 1030 MAPLE AVENUE, JACKSON, MICHIGAN 49203
(S 44.5 FT OF LOT 18 BLK 4 C E WEBB'S ADD)
Tax Parcel No. 4-091800000

Parcel 2:
Commonly known as: 141 MITCHELL STREET, JACKSON, MICHIGAN
49203 (W 1/2 OF LOT 5 BLK 1 MOORE'S ADD)
Tax Parcel No. 5-076300000

Parcel 3:
Commonly known as: 325 W. MASON STREET, JACKSON, MICHIGAN
49203 (E 32 FT OF W 71 FT OF LOTS 11 & 12 & N 16.5 FT OF E 32 FT OF W
71 FT OF LOT 10 BLK 6 AN EXT OF VILLAGE OF JACKSONBURG KNOWN
AS MOODY'S EXT B6S R2W)
Tax Parcel No. 4-052800000

Parcel 4:
Commonly known as: 947 S. GORHAM STREET, JACKSON, MICHIGAN
49203 (LOT 4 ASSESSOR'S TOMLINSON PLAT)
Tax Parcel No. 6-147800000

Parcel 5:

**Commonly known as: 1248 FOURTH STREET, JACKSON, MICHIGAN
49203 (E 84 FT OF LOT 18 BLK 8 JACKSON MOUND ADD)
Tax Parcel No. 3-168200000**

Parcel 6:

**Commonly known as: 1027 MAPLE AVENUE, JACKSON, MICHIGAN 49203
(S 3 RDS OF LOT 8 BLK 3 C E WEBB'S ADD)
Tax Parcel No. 4-088800000**

Parcel 7:

**Commonly known as: 1241 WOODBRIDGE STREET, JACKSON, MICHIGAN
49203 (COM AT INTERS OF E LN OF WOODBRIDGE ST WITH N LN OF
HIGH ST TH N 44 FT TH E 88 FT TH N 44 FT TH E 44 FT TH S 88 FT TO N
LN OF HIGH ST TH W 132 FT ALG N LN OF HIGH ST TO POB SW 1/4 SE 1/4
SEC 3 T3S R1W)
Tax Parcel No. 4-115900000**

Parcel 8:

**Commonly known as: 410 HOMEWILD AVENUE, JACKSON, MICHIGAN
49201 (W 32 FT 8 INCHES OF S 1/2 OF LOT 4 BLK 7 AN EXT OF THE
VILLAGE OF JACKSONBURGH ON E SIDE OF GRAND RIVER KNOWN AS
FORD'S EASTERN EXT)
Tax Parcel No. 7-027200000**

Parcel 9:

**Commonly known as: 1014 ADRIAN AVENUE, JACKSON, MICHIGAN
49203 (LOT 2 BLK 7 ROOT'S SOUTH ADD)
Tax Parcel No. 5-094100000**

Parcel 10:

**Commonly known as: 506 S. BLACKSTONE STREET, JACKSON,
MICHIGAN 49203 (N 45.2 FT OF S 90.4 FT OF E 4 RDS OF LOT 1 B5S R2W
THE ORIGINAL PLAT OF THE VILLAGE OF JACKSONBURG)
Tax Parcel No. 4-032300000**

Parcel 11:

**Commonly known as: 227 W. WILKINS STREET, JACKSON, MICHIGAN
49203 (E 1/2 OF LOT 7 BLK 7 AN EXT OF VILLAGE OF JACKSONBURG
KNOWN AS MOODY'S EXT B7S R1W (W OF GREENWOOD AVE)
Tax Parcel No. 4-046300000**

Parcel 12:

**Commonly known as: 908 S. JACKSON STREET, JACKSON, MICHIGAN
49203 (LOT 28 ASSESSOR'S SOUTH PLAT)
Tax Parcel No. 4-063200000**

Parcel 13:

**Commonly known as: 1227 WILLIAMS STREET, JACKSON, MICHIGAN
49203 (LOT 23 BLK 6 C E WEBB'S ADD)
Tax Parcel No. 4-097000000**

Parcel 14:

**Commonly known as: 1033 WILLIAMS STREET, JACKSON, MICHIGAN
49203 (S 44 FT OF LOT 19 BLK 4 C E WEBB'S ADD)
Tax Parcel No. 4-091900000**

Parcel 15:

**Commonly known as: 206 E. PROSPECT STREET, JACKSON, MICHIGAN
49203 (LOT 6 BLK 8 FRANCIS ST ADD)
Tax Parcel No. 5-1894.2A00**

Parcel 16:

**Commonly known as: 309 SUMMIT AVENUE, JACKSON, MICHIGAN 49201
(LOT 5 ASSESSOR'S DEYO PLAT)
Tax Parcel No. 6-054600000**

Parcel 17:

**Commonly known as: 1228 MAPLE AVENUE, JACKSON, MICHIGAN 49203
(LOT 26 EX S 4 FT BLK 6 C E WEBB'S ADD)
Tax Parcel No. 4-097300000**

Parcel 18:

**Commonly known as: 122 WALL STREET, JACKSON, MICHIGAN 49203
(E 21.5 FT OF LOT 8 & W 33 FT OF LOT 11 EX N 8 FT FOR ALLEY BLK 5
EGGLESTON'S ADD)
Tax Parcel No. 5-135300000**

Parcel 19:

**Commonly known as: 1409 TEN EYCK STREET, JACKSON, MICHIGAN,
49203 (LOT 5 EX S 61 FT BLK 3 EATON'S EAST ADD)
Tax Parcel No. 6-043100000**

Parcel 20:

**Commonly known as: 313 N. VAN DORN STREET, JACKSON, MICHIGAN
49201 (S 1/2 OF LOT 2 BLK 13 AN EXT OF VILLAGE OF JACKSONBURGH
ON E SIDE OF GRAND RIVER KNOWN AS FORD'S EASTERN EXT)
Tax Parcel No. 7-035800000**

Parcel 21:

**Commonly known as: 122 ORANGE STREET, JACKSON, MICHIGAN 49202
(E 78.68 FT OF LOT 2 BLK 8 EAST ADD)
Tax Parcel No. 7-111600000**

Parcel 22:

**Commonly known as: 309 N. DWIGHT STREET, JACKSON, MICHIGAN
49202 (LOT 20 BLK 6 NORTH EASTERN ADD)
Tax Parcel No. 8-014200000**

Parcel 23:
Commonly known as: 134 N. FORBES STREET, JACKSON, MICHIGAN
49202 (S 1/2 OF LOT 4 BLK 15 EAST ADD)
Tax Parcel No. 7-1247.A000

Parcel 24:
Commonly known as: 1039 S. MARTIN LUTHER KING, JR. DRIVE,
JACKSON, MICHIGAN 49203 (LOT 15 BLK 11 ROOT'S SOUTH ADD)
Tax Parcel No. 5-105300000

Parcel 25:
Commonly known as: 147 W. PROSPECT STREET, JACKSON, MICHIGAN
49203 (LOT 1 BLK 3 HARMON'S ADD)
Tax Parcel No. 4-162600000

for the sum of One Dollar and 00/100 (\$1.00), subject to all easements, reservations and building and use restrictions of record.

Dated this 1 day of September, 2021.

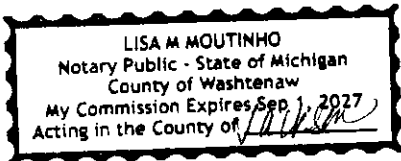
SIGNED BY:

John George Home, Inc.

By: [Signature]
Carrie Good
Its: Executive Director

STATE OF MICHIGAN)
) SS
COUNTY OF JACKSON)

The foregoing instrument was subscribed and sworn to before me this 1 day of September, 2021, by Carrie Good, Executive Director of John George Home, Inc. on behalf of the corporation.



[Signature]
Notary Public
Washtenaw, County, Michigan
My commission expires: 9-1-27

#

<p>When recorded return to Grantee at:</p> <p>City of Jackson City Managers Office 161 W. Michigan Avenue Jackson, MI 49201</p>	<p>Send Subsequent Tax Bills to Grantee at:</p> <p>City of Jackson 161 W. Michigan Avenue Jackson, MI 49201</p>	<p>This instrument prepared without opinion by:</p> <p>Matthew M. Hagerty (P66015) City Attorney 161 W. Michigan Jackson, MI 49201</p>
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QUIT CLAIM DEED

Karen A. Coffman, acting in official capacity as the **JACKSON COUNTY TREASURER**, of 120 W Michigan Ave, Jackson, MI 49201

**QUIT CLAIMS to City of Jackson
161 W. Michigan Ave.
Jackson, Michigan 49201**

The following lands situated in the City of Jackson, County of Jackson, and State of Michigan, to wit:

Parcel 1-040200000 709 Lansing Ave
LAND COM AT PT ON ELY LN OF LANSING AVE 214.22 FT NWLY FROM C/L OF TAYLOR ST TH
ELY AT R/A TO SD AVE 18 RDS TH SELY 55.22 FT TO THORPE'S LAND TH WLY 18 RDS TH
NWLY 55.22 FT TO BEG SE 1/4 NW 1/4 SEC 34 T2S R1W

Parcel 2-090200000 329 W Trail St.
W 2 RDS OF LOT 8 ALSO THAT PART OF LOT 9 COM AT NW COR OF LOT 8 TH W 5.5 FT TH
S TO SW COR OF SD LOT 8 TH N TO BEG BLK 1 STEWARD'S AMENDED ADD

Parcel 3-006100000 417 W Michigan Ave.
N 100 FT OF LOT 4 BLK 10 EX THAT PORTION USED FOR STREET PURPOSES LIVERMORE
WOOD & EATON'S ADD

Parcel 3-006200000 109 Second St.
S 32 FT OF LOT 4 & N 38 FT OF W 1/2 OF LOT 5 BLK 10 EX THAT PORTION USED FOR
STREET PURPOSES LIVERMORE WOOD & EATON'S ADD

Parcel 3-0070.2000 Louis Glick
ALL OF LOTS 11 & 14 LYING SWLY OF R/W LN OF MICHIGAN STATE HWY I-94 B R BLK 10
LIVERMORE WOOD & EATON'S ADD

Parcel 3-007300000 212 First St.
LOT 15 BLK 10 EX THAT PART USED FOR STREET PURPOSES LIVERMORE WOOD &
EATON'S ADD

Parcel 3-009400000 205 Third St.
LOT 12 BLK 11 LIVERMORE WOOD & EATON'S ADD

Parcel 3-204600000 808 First St.
S 68 FT OF N 200 FT OF LOT 5 BLK 5 EATON WEBSTER & HARWOOD'S ADD

Parcel 4-012200000 116 W Mason St.
E 28 FT OF S 70 FT OF LOT 3 B5S R1E THE ORIGINAL PLAT OF THE VILLAGE OF
JACKSONBURG

Parcel 4-033700000 316 W Mason St.
E 1/2 OF W 1/2 OF S 1/2 OF LOT 2 B5S R2W ORIGINAL PLAT OF THE VILLAGE OF
JACKSONBURG

Parcel 4-0434.1000 233 W Mason St.
LOT 11 AN EXT OF VILLAGE OF JACKSONBURG KNOWN AS MOODY'S EXT B6S R1W

Parcel 4-046400000 229 W Wilkins St.
W 1/2 OF LOT 7 BLK 7 AN EXT OF VILLAGE OF JACKSONBURG KNOWN AS MOODY'S EXT B7S
R1W (W OF GREENWOOD AVE)

Parcel 4-047200000 240 W Biddle St.

S 49 FT OF W 4 RDS OF LOT 11 BLK 7 AN EXT OF VILLAGE OF JACKSONBURG KNOWN AS MOODY'S EXT B7S R1W (W OF GREENWOOD AVE)

Parcel 4-050900000 203 W Biddle St.

W 37.5 FT OF E 75.5 FT OF LOT 10 EX S 5 FT OF E 75.5 FT AN EXT OF VILLAGE OF JACKSONBURG KNOWN AS MOODY'S EXT B8S R1W (E OF GREENWOOD AVE)

Parcel 4-054900000 320 W Biddle St.

E 3 RDS OF W 8 RDS OF LOTS 9 & 10 AN EXT OF VILLAGE OF JACKSONBURG KNOWN AS MOODY'S EXT B7S R2W

Parcel 4-064700000 925 S Jackson St.

S 1/2 OF LOT 42 & ALL OF LOT 43 ASSESSOR'S SOUTH PLAT

Parcel 4-066300000 1017 S Jackson St.

LOT 57 ASSESSOR'S SOUTH PLAT

Parcel 4-066900000 1035 S Jackson St.

LOT 62 ASSESSOR'S SOUTH PLAT

Parcel 4-067000000 1037 S Jackson St.

LOT 63 ASSESSOR'S SOUTH PLAT

Parcel 4-069300000 940 Williams St.

LOT 85 ASSESSOR'S SOUTH PLAT

Parcel 4-0738.A000 715 S Jackson St.

COM AT INTERS OF E LN OF JACKSON ST W N LN OF BIDDLE ST TH E 62.55 FT TH N 39 FT TH W 62.55 FT TO E LN OF JACKSON ST TH S TO BEG BEING PART OF LOT 134 ASSESSOR'S SOUTH PLAT

Parcel 4-078800000 103 W Morrell St.

LOT 1 CHITTOCK'S ADD

Parcel 4-087200000 930 Maple Ave.

LOTS 14 & 16 BLK 2 C E WEBB'S ADD

Parcel 4-088100000 1007 Maple Ave.

LOT 2 BLK 3 C E WEBB'S ADD

Parcel 4-092400000 1041 Williams St.

LOT 23 & W 16.5 FT OF LOT 24 BLK 4 C WEBB'S ADD

Parcel 4-112400000 1117 Woodsum St.

LAND COM AT A PT ON E LN OF RICHMOND AVE 200 FT S OF S LN OF ROCKWELL ST TH E 128 FT TH S 50 FT TH W 128 FT TO E LN OF RICHMOND AVE TH N 50 FT TO BEG SW 1/4 SE 1/4 SEC 3 T3S R1W

Parcel 4-188000000 212 W Mansion St.

1881 W 92 FT OF BLK 28 PROSPECT ADD

Parcel 5-128600000 121 E High St.

LAND COM AT A PT ON S LN OF HIGH ST 360 FT E & 33 FT S OF NW COR OF SEC 11 TH E 50 FT TH S TO MCRR CO R/W TH SWLY ALG SD R/W TO A PT 360 FT E & 134.1 FT S OF NW COR OF SD SEC 11 TH N 101.1 FT TO POB NW 1/4 NW 1/4 SEC 11 T3S R1W

Parcel 5-166200000 142 E Euclid Ave.

W 39.5 FT OF LOT 26 BLK 1 JACKSON LAND & IMPROVEMENT CO'S SUB DIV OF BLKS 2 & 7 & PARTS OF BLKS 1, 3, 4, 5, 6, 11 & 12 FRANCIS ST ADD

Parcel 5-166400000 146 E Euclid Ave.

E 33 FT OF LOT 27 BLK 1 JACKSON LAND & IMPROVEMENT CO'S SUB DIV OF BLKS 2 & 7 & PARTS OF BLKS 1, 3, 4, 5, 6, 11 & 12 FRANCIS ST ADD

Parcel 6-05400000 304 Summit Ave.

LOT 10 ASSESSOR'S DEYO PLAT

Parcel 6-150600000 949 Russell St.

LOT 8 & S 12 FT OF LOT 10 RUSSELL'S ADD

Parcel 7-036800000 800 Detroit St.

LOT 1 EX N 55 FT BLK 14 AN EXT OF VILLAGE OF JACKSONBURGH ON E SIDE OF GRAND RIVER KNOWN AS FORD'S EASTERN EXT

Parcel 7-036900000 307 N Perrine St.

N 55 FT OF LOT 1 BLK 14 AN EXT OF VILLAGE OF JACKSONBURGH ON E SIDE OF GRAND RIVER KNOWN AS FORD'S EASTERN EXT

Parcel 7-059200000 316 E Trail St.

COM AT SE COR OF LOT 1 BLK 4 TH W 75 FT TH N 66 FT TH E 31 FT TH S 24.65 FT TH SELY 58.95 FT TO SE COR OF LOT 1 & BEG BEING A PART OF LOT 1 BLK 4 FORD'S NORTH ADD

Parcel 7-068700000 404 Burr St.

W 24 FT OF LOT 6 & E 24 FT OF LOT 7 BLK 9 FORD'S NORTH ADD

Parcel 7-104600000 211 N Elm Ave.

N 1/2 OF LOT 13 BLK 4 EAST ADD

Parcel 7-104700000 209 N Elm Ave.

S 1/2 OF LOT 13 BLK 4 EAST ADD

Parcel 7-111500000 129 N Elm Ave.

N 44 FT OF W 77.59 FT OF LOT 1 BLK 8 EAST ADD

Parcel 8-044300000 1804 E Ganson St.

0444 E 31 FT OF S 92 FT OF LOT 15 & W 4 FT OF S 77 FT OF LOT 16 BLK 5 ROSEDALE ADD

Parcel 8-2018.1000 E Monroe St.

COM AT A PT ON E LN OF COOPER ST 64 RDS N OF S LN OF SEC 26 TH E 188 FT TO POB TH N 4 RDS TH E 109 FT TH S 4 RDS TH W 109 FT TO POB SW 1/4 SEC 26 T2S R1W

Parcel 8-2328.1000 805 Maltby St.

BEG AT A PT ON E LN OF MALTBY ST 5 RDS N OF N LN OF GANSON ST TH N 61.5 FT TH E 115.5 FT TH S 43.5 FT TH W 25 FT TH S 18 FT TH W 90.5 FT TO BEG SW 1/4 NW 1/4 SEC 35 T2S R1W

Parcel 8-233000000 809 Maltby St.

LAND COM AT A PT ON E LN OF MALTBY ST 144 FT N OF N LN OF GANSON ST TH E 7 RDS TH N 54 FT TH TH W 7 RDS TH S 54 FT TO BEG SW 1/4 NW 1/4 SEC 35 T2S R1W

Parcel 8-233300000 823 Maltby St.

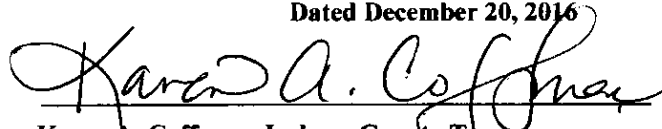
LAND COM AT A PT ON E LN OF MALTBY ST 20 RDS N OF N LN OF GANSON ST TH E 7 RDS TH N 4 RDS TH W 7 RDS TH S 4 RDS TO BEG SW 1/4 NW 1/4 SEC 35 T2S R1W

TOGETHER with all and singular the tenements, hereditaments, and appurtenances thereunto belonging or in anywise appertaining, for the sum of zero dollars and no other consideration.

This property may be located within the vicinity of farmland or a farm operation. Generally accepted agricultural and management practices which may generate noise, dust, odors, and other associated conditions may be used and are protected by the Michigan Right to Farm Act.

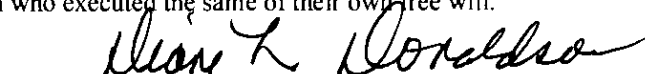
This instrument is exempt from Michigan Real Estate transfer taxes pursuant to MCL 207.505(h) and MCL 207.526(h)(i) for County and State tax respectively. This form is issued under the authority of MCL 211.78M.

Dated December 20, 2016


Karen A. Coffman, Jackson County Treasurer

STATE OF MICHIGAN }
COUNTY OF JACKSON }

The foregoing instrument was acknowledged before me this December 20, 2016, by Karen A. Coffman, acting in official capacity as the **JACKSON COUNTY TREASURER**, known to me to be the person who executed the same of their own free will.


Diane L. Donaldson, Notary Public,
Jackson County, State of Michigan
My commission expires 9-20-2022

Drafted by:
Karen A. Coffman, Jackson County Treasurer
120 West Michigan Avenue
Jackson, MI 49201

4-0451, 4-0455, 4-0456
4-0457 + 4-0462 EQ



OFFICIAL SEAL Jackson County Register of Deeds
Mindy Reilly

L-1845 P-605

JACKSON COUNTY TREASURER'S CERTIFICATE
No. 125073 Jackson, MI 4-28 2006
I HEREBY CERTIFY that there are no TAX LIENS or
LITIGATIONS held by the State or any individual against the
within description, and all TAXES on same are paid for
five years previous to the date of this instrument, as
appears by the records in this office except as stated

JANET C. ROCHEFORT, County Treasurer
Sec. 135, Act 206 1893 As Am

M.T.T. TO
BE AFFIXED



Mindy Reilly - Jackson Co.

DW

2437681
Page: 1 of 2
04/28/2006 02:23P
L-1845 P-605

WARRANTY DEED FOR CORPORATION

The Grantor **H & A INVESTMENT COMPANY, INC.**, a Michigan corporation,

conveys and warrants to **COMMUNITY ACTION AGENCY**, a Michigan non profit corporation, whose address is
1214 Greenwood Avenue, Jackson, Michigan 49203,

the following described premises situated in the City of Jackson, County of Jackson and State of Michigan:

Commencing at a point on the North line of Biddle Street 132.6 feet, West of the Westerly line of Greenwood Avenue; thence East along the North line of Biddle Street 132.6 feet to the Westerly line of Greenwood Avenue; thence Northeasterly along the Westerly line of Greenwood Avenue 302.63 feet more or less to the South line of Wilkins Street; thence West along the South line of Wilkins Street to the Northwest corner of Lot 6, Block 7 South, Range 1 West; thence South along the West Lot line to the Southwest corner of Lot 6; thence East along the South Lot line to a point directly North of the point of beginning; thence South to the North line of Biddle Street and the point of beginning of this description.

Being all Lots 1, 2, and 6 and part of Lots 3 and 4, Block 7 South, Range 1 West, Moody's Extension to the City of Jackson, according to the recorded plat thereof, as recorded in Liber 3 of Plats, Page 13, Jackson County Records.

commonly known as Vacant Land, Greenwood Avenue, Jackson, Michigan 49203,

for the sum of One and no/100 (\$1.00) Dollar and other valuable consideration.

Subject to all existing restrictions, easements, rights-of-way and zoning laws affecting the use of the property, reservation of all mineral rights as reserved by State of Michigan as evidenced by instrument recorded in Liber 1111, Page 366, Jackson County Records, and liens for taxes and special assessments which are not delinquent. This property may be located within the vicinity of farmland or farm operation. Generally accepted agricultural and management practices which may generate noise, dust, odors and other associated conditions may be used and are protected by the Michigan Right to Farm Act, and further subject to the following Restrictive Covenant:

RESTRICTIVE COVENANT

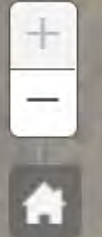
The Premises are conveyed by Grantor and accepted by Grantee subject to a restriction and covenant continuing, for a period of fifteen (15) years from the Effective Date, as defined below, the use of the Premises in whole or in part, directly or indirectly, as follows:

1. By acceptance and recording of this deed, Grantee, for itself and its successors, assigns, heirs and personal representatives agree that for a period of 15 years, commencing on the Effective Date of this deed, the Premises shall not be used for the sale, storage, handling and/or distribution of petroleum products, gasoline and distillate fuels, other than such products sold and distributed by Pipeline Oil Sales, Inc., its affiliated entities, or their successors and assigns ("Pipeline").
2. Grantee represents and warrants that it is familiar with the condition of the Premises and that, except for the foregoing limited warranty of title by Grantor, GRANTOR HAS NOT MADE AND MAKES NO WARRANTIES OR REPRESENTATIONS REGARDING THE PREMISES, EXPRESS OR IMPLIED, INCLUDING WITHOUT LIMITATION, ITS HABITABILITY, CONDITION OR FITNESS FOR ANY PARTICULAR USE OR PURPOSE OTHER THAN AS STATED IN THE PURCHASE AGREEMENT. GRANTOR AND GRANTEE AGREE THAT THE PREMISES ARE HEREBY CONVEYED AND ACCEPTED IN THEIR "AS-IS, WHERE-IS" CONDITION EXCEPT AS MAY OTHERWISE BE PROVIDED IN THE PURCHASE AGREEMENT.
3. The terms and provisions of this Deed shall run with the land and shall be binding upon and inure to the benefit of Grantor and its successor and assigns, Grantee and Pipeline Oil Sales, Inc. and their respective heirs, devisees, legal representatives, successors and permitted assigns as the case may be, and any other person and shall be specifically enforceable in a court of competent jurisdiction.

JACKSON COUNTY, MI PARCEL VIEWER

Parcel ID: 4-046400000

WILKINS ST



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INFO | THEMES | LAYERS | HELP

ZOOM TO | PAN TO

OWNER INFORMATION

NAME	CITY OF JACKSON
ADDRESS	161 W MICHIGAN AVE JACKSON, MI 49201
HOMESTEAD %	0

PARCEL INFORMATION

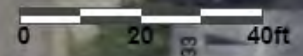
PARCEL ID	4-046400000
ADDRESS	229 W WILKINS ST JACKSON, MI 49203
PROP CLASS	703 - CHURCHES
STATUS	Active
ACREAGE	0.15
GOV'T UNIT	City of Jackson
TAX UNIT	City of Jackson
SCHOOL DIST	JACKSON PUBLIC SCHOOL
LIBER/PAGE	2090-478
LAST UPDATED	February 22, 2022

ASSESSMENT INFORMATION

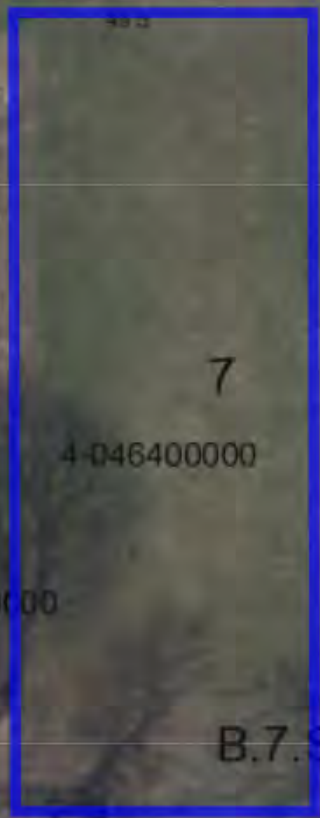
Year	Assessed	Taxable
2019	\$0	\$0
2020	\$0	\$0
2021	\$0	\$0

TAX DESCRIPTION

W 1/2 OF LOT 7 BLK 7 AN EXT OF VILLAGE OF JACKSONBURG KNOWN AS MOODY'S EXT B7S R1W (W OF GREENWOOD AVE)



42.24216, -84.41075



8
4-046700000

6
4-046200000

9
4-046600000

4-046500000

4-046300000

4-047000000

4-046800000

4-046000000

4-047100000

4-046100000

4-045500000

B.7.S R.1.W

JACKSON COUNTY, MI PARCEL VIEWER



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INFO | THEMES | LAYERS | HELP

ZOOM TO | PAN TO

OWNER INFORMATION	
NAME	CITY OF JACKSON
ADDRESS	161 W MICHIGAN AVE JACKSON, MI 49201
HOMESTEAD %	0

PARCEL INFORMATION	
PARCEL ID	4-046300000
ADDRESS	227 W WILKINS ST JACKSON, MI 49203
PROP CLASS	703 - CHURCHES
STATUS	Active
ACREAGE	0.15
GOV'T UNIT	City of Jackson
TAX UNIT	City of Jackson
SCHOOL DIST	JACKSON PUBLIC SCHOOL
LIBER/PAGE	2195-0477
LAST UPDATED	February 22, 2022

ASSESSMENT INFORMATION		
Year	Assessed	Taxable
2019	\$0	\$0
2020	\$0	\$0
2021	\$0	\$0

TAX DESCRIPTION

E 1/2 OF LOT 7 BLK 7 AN EXT OF VILLAGE OF JACKSONBURG KNOWN AS MOODY'S EXT B7S R1W (W OF GREENWOOD AVE)

0 20 40ft

42.24223, -84.41066

JACKSON COUNTY, MI PARCEL VIEWER



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INFO | THEMES | LAYERS | HELP

ZOOM TO | PAN TO

OWNER INFORMATION	
NAME	COMMUNITY ACTION AGENCY
ADDRESS	1214 GREENWOOD AVE JACKSON, MI 49203
HOMESTEAD %	0

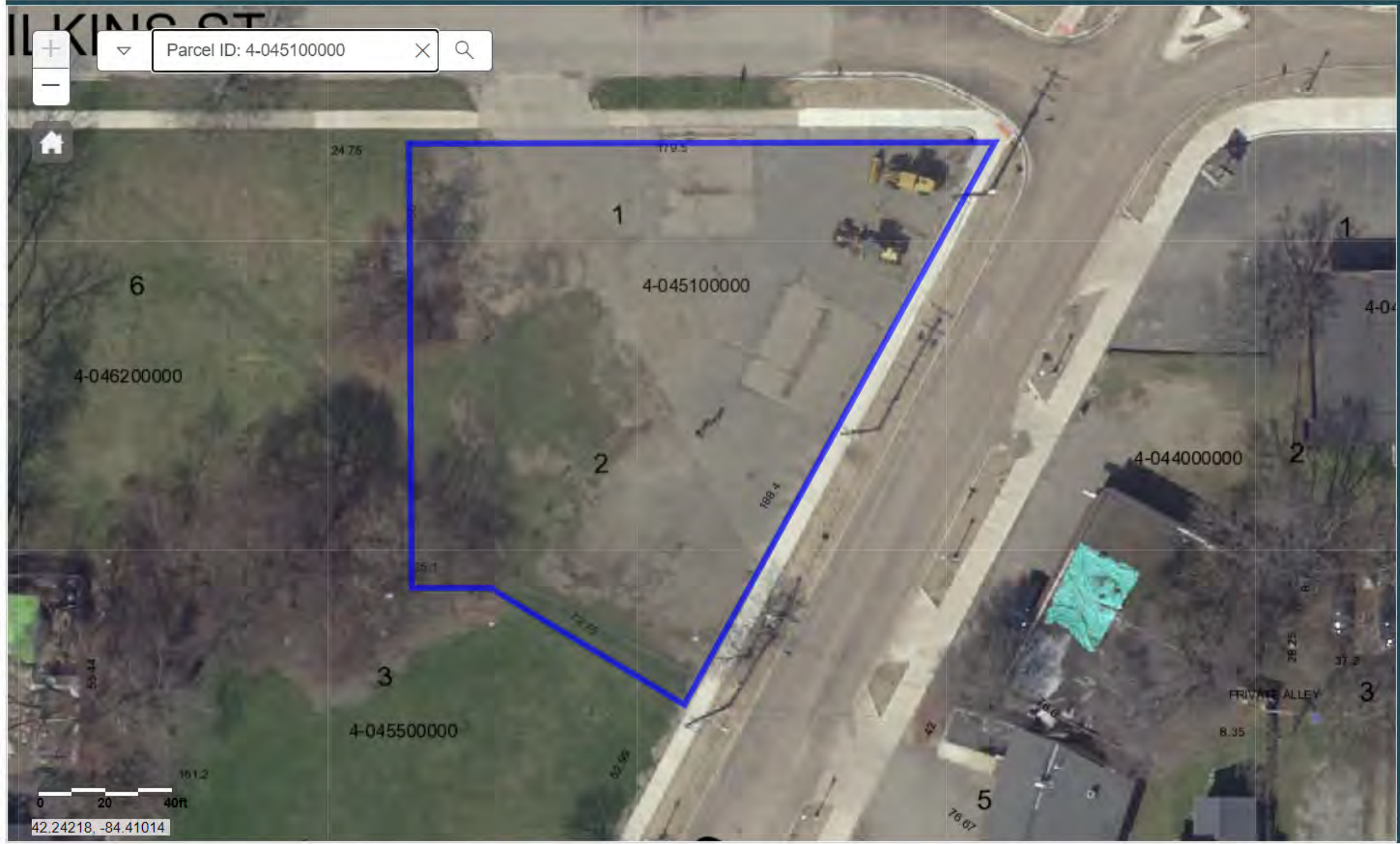
PARCEL INFORMATION	
PARCEL ID	4-046200000
ADDRESS	223 W WILKINS ST JACKSON, MI 49203
PROP CLASS	705 - PARKS
STATUS	Active
ACREAGE	0.36
GOV'T UNIT	City of Jackson
TAX UNIT	City of Jackson
SCHOOL DIST	JACKSON PUBLIC SCHOOL
LIBER/PAGE	1845-0605
LAST UPDATED	February 22, 2022

ASSESSMENT INFORMATION		
Year	Assessed	Taxable
2019	\$0	\$0
2020	\$0	\$0
2021	\$0	\$0

TAX DESCRIPTION

LOT 6 & W 24.75 FT OF LOTS 1 & 2 BLK 7 AN EXT OF VILLAGE OF JACKSONBURG KNOWN AS MOODY'S EXT B7S R1W (W OF GREENWOOD AVE)

JACKSON COUNTY, MI PARCEL VIEWER



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INFO | THEMES | LAYERS | HELP

ZOOM TO | PAN TO

OWNER INFORMATION

NAME	COMMUNITY ACTION AGENCY
ADDRESS	1214 GREENWOOD AVE JACKSON, MI 49203
HOMESTEAD %	0

PARCEL INFORMATION

PARCEL ID	4-045100000
ADDRESS	702 GREENWOOD AVE JACKSON, MI 49203
PROP CLASS	705 - PARKS
STATUS	Active
ACREAGE	0.42
GOV'T UNIT	City of Jackson
TAX UNIT	City of Jackson
SCHOOL DIST	JACKSON PUBLIC SCHOOL
LIBER/PAGE	1845-0605
LAST UPDATED	February 22, 2022

ASSESSMENT INFORMATION

Year	Assessed	Taxable
2019	\$0	\$0
2020	\$0	\$0
2021	\$0	\$0

TAX DESCRIPTION

0452, 0453, 0454 LAND COM AT INTERS OF WLY LN OF GREENWOOD AVE & S LN OF WILKINS ST TH W 179.5 FT TH S 132.55 FT TH E 25.1 FT TH SELY 72.75 FT TO A PT ON W LN OF GREENWOOD AVE 188.4 FT SWLY FROM INTERS OF WLY LN OF GREENWOOD AVE & S LN OF WILKINS ST TH NELY 188.4 FT TO BEG BEING PARTS OF LOT 1, 2 & 3 AN EXT OF VILLAGE OF JACKSONBURG KNOWN AS MOODY'S EXT B7S R1W (W OF GREENWOOD AVE)

JACKSON COUNTY, MI PARCEL VIEWER



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INFO | THEMES | LAYERS | HELP

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OWNER INFORMATION	
NAME	COMMUNITY ACTION AGENCY
ADDRESS	1214 GREENWOOD AVE JACKSON, MI 49203
HOMESTEAD %	0

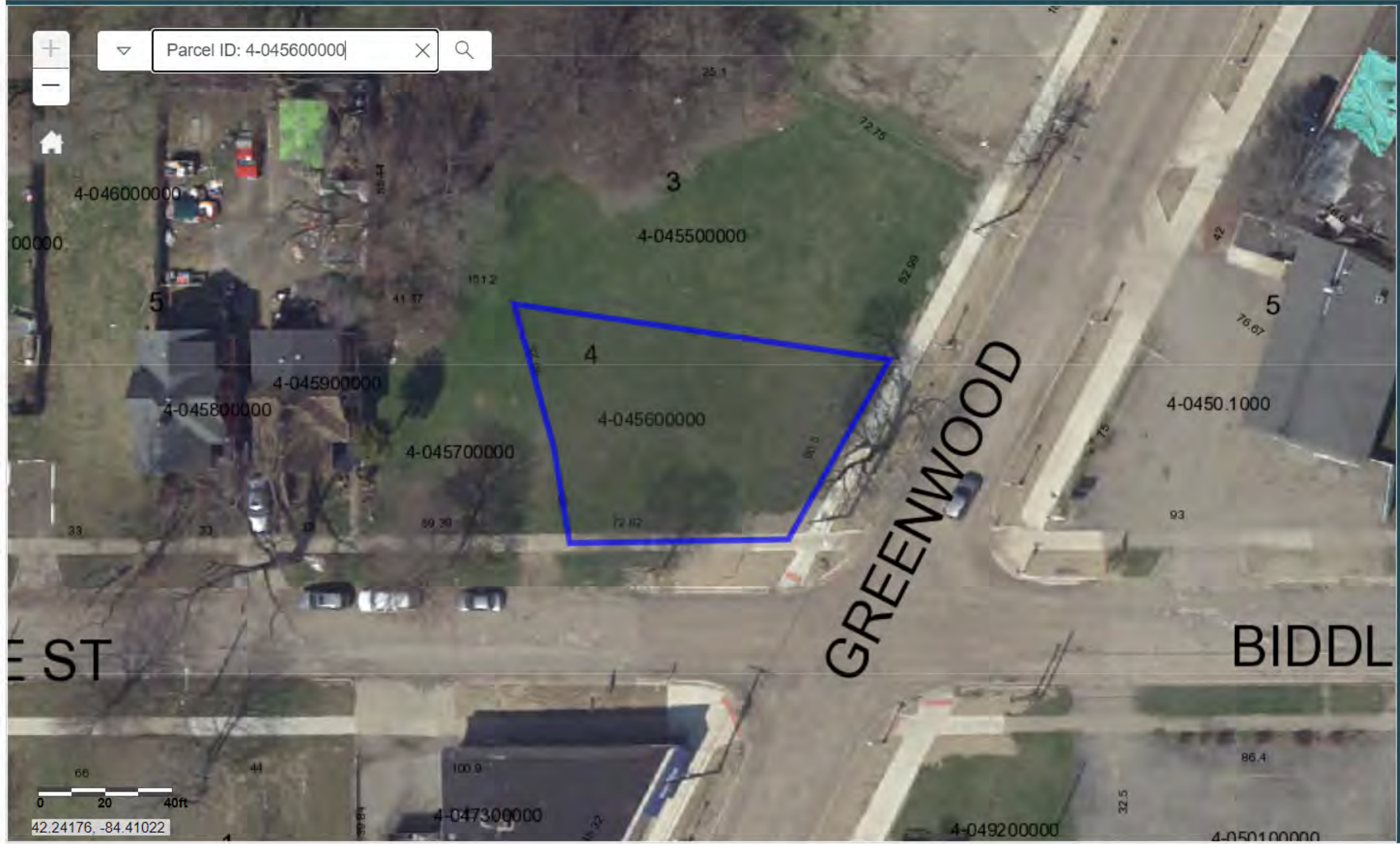
PARCEL INFORMATION	
PARCEL ID	4-045500000
ADDRESS	714 GREENWOOD AVE JACKSON, MI 49203
PROP CLASS	705 - PARKS
STATUS	Active
ACREAGE	0.2
GOV'T UNIT	City of Jackson
TAX UNIT	City of Jackson
SCHOOL DIST	JACKSON PUBLIC SCHOOL
LIBER/PAGE	1845-0605
LAST UPDATED	February 22, 2022

ASSESSMENT INFORMATION		
Year	Assessed	Taxable
2019	\$0	\$0
2020	\$0	\$0
2021	\$0	\$0

TAX DESCRIPTION

LAND COM AT A PT ON WLY LN OF GREENWOOD AVE
188.4 FT SWLY FROM S LN OF WILKINS ST TH N 65.25 DEG
W 72.75 FT TH W 119.65 FT TH S 55.44 FT TH S 83.5 DEG E
161.23 FT TH NELY 2.99 FT TO BEG AN EXT OF VILLAGE
OF JACKSONBURG KNOWN AS MOODY'S EXT B7S R1W
(W OF GREENWOOD AVE)

JACKSON COUNTY, MI PARCEL VIEWER



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INFO | THEMES | LAYERS | HELP

ZOOM TO | PAN TO

OWNER INFORMATION	
NAME	COMMUNITY ACTION AGENCY
ADDRESS	1214 GREENWOOD AVE JACKSON, MI 49203
HOMESTEAD %	0

PARCEL INFORMATION	
PARCEL ID	4-045600000
ADDRESS	718 GREENWOOD AVE JACKSON, MI 49203
PROP CLASS	705 - PARKS
STATUS	Active
ACREAGE	0.12
GOV'T UNIT	City of Jackson
TAX UNIT	City of Jackson
SCHOOL DIST	JACKSON PUBLIC SCHOOL
LIBER/PAGE	1845-0605
LAST UPDATED	February 22, 2022

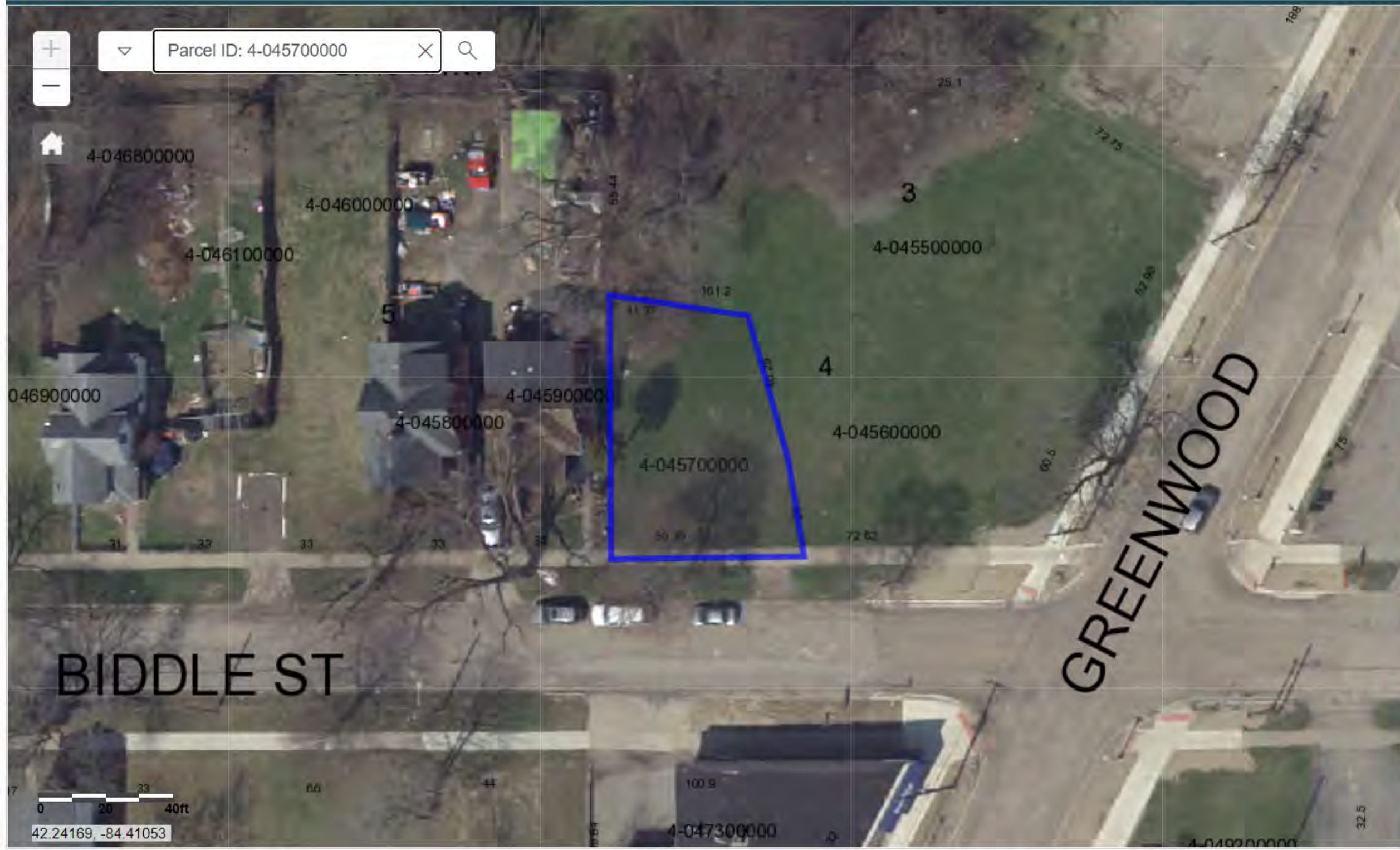
ASSESSMENT INFORMATION		
Year	Assessed	Taxable
2019	\$0	\$0
2020	\$0	\$0
2021	\$0	\$0

TAX DESCRIPTION

LAND COM AT INTERS OF WLY LN OF GREENWOOD AVE WITH N LN OF BIDDLE ST TH W ON N LN OF BIDDLE ST 72.62 FT TH N 8 DEG W 29 FT TH N 20 DEG 50" W 46.25 FT TO N LN OF LOT 4 TH S 83 DEG 30" E 120 FT TO WLY LN OF GREENWOOD AVE TH SWLY ALG WLY LN OF SD AVE 60.5 FT TO POB AN EXT OF VILLAGE OF JACKSONBURG KNOWN AS MOODY'S EXT B7S R1W (W OF GREENWOOD AVE)

0 20 40ft
42.24176, -84.41022

JACKSON COUNTY, MI PARCEL VIEWER



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INFO | THEMES | LAYERS | HELP

ZOOM TO | PAN TO

OWNER INFORMATION	
NAME	COMMUNITY ACTION AGENCY
ADDRESS	1214 GREENWOOD AVE JACKSON, MI 49203
HOMESTEAD %	0

PARCEL INFORMATION	
PARCEL ID	4-045700000
ADDRESS	222 W BIDDLE ST JACKSON, MI 49203
PROP CLASS	705 - PARKS
STATUS	Active
ACREAGE	0.1
GOV'T UNIT	City of Jackson
TAX UNIT	City of Jackson
SCHOOL DIST	JACKSON PUBLIC SCHOOL
LIBER/PAGE	1845-0605
LAST UPDATED	February 22, 2022

ASSESSMENT INFORMATION		
Year	Assessed	Taxable
2019	\$0	\$0
2020	\$0	\$0
2021	\$0	\$0

TAX DESCRIPTION

LAND DESC AS BEG AT PT OF INTERS OF WLY LN OF GREENWOOD AVE WITH N LN OF BIDDLE ST TH NLY ALG WLY LN OF GREENWOOD AVE 60.5 FT TH N 83 DEG 30' W 120 FT FOR POB OF THIS DESC TH CONTINUING N 83 DEG 30' W 41.37 FT TH S PARA WITH E LN OF BLACKSTONE ST 79.25 FT TO N LN OF BIDDLE ST TH E ALG N LN OF BIDDLE ST 59.98 FT TH N 8 DEG W 29 FT TH NWLY IN STRAIGHT LN 46.25 FT TO POB BEING PARTS OF LOTS 3 & 4 BLK 7 AN EXT OF VILLAGE OF JACKSONBURG KNOWN AS MOODY'S EXT B7S R1W (W OF GREENWOOD AVE)

City of Jackson PILOT Application

Section 6

Sources & Uses

Project Name:

The Greenwood



**THE GREENWOOD
SOURCE AND USE OF FUNDS**

Description	Total	% of Total Sources	Rate	Term (Months)	Amortization	Monthly Debt Service	Annual Debt Service			
Limited Partner- Low Income Housing Tax Credit Equity	11,270,586	84.65%								
Perm	1,300,000	9.76%	5.50%	204	420	6,981	83,775			
Deferred Developer Fee	16.24% 243,643	1.83%	0.00%	144	144	1,692				
Local Gap Funding	500,000	3.76%	0.00%	360	360	1,389				
Total Sources:	13,314,229	100.00%								

	Per Unit	Acquisition Basis	Low Income Eligible Const/Rehab Basis	Historic Qualified Rehab Expenditures	Site Improvements	Personal Property	Funded Expense	Non-Eligible Basis	Other
Acquisition Costs									
Land	110,000	2,157	-	-	-	-	-	-	110,000
Construction Costs									
Residential Structures	9,289,385	7,489,133	146,846	-	-	-	-	-	-
On-Site Improvements	5.00% 449,241	449,241	8,809	-	449,241	-	-	-	-
Personal Property (Included In Structures Above)		-	-	-	-	-	-	-	-
Construction Contingency	5.00% 396,919	396,919	7,783	-	-	-	-	-	-
General Requirements	6.00% 476,302	476,302	9,339	-	-	-	-	-	-
Builder Overhead	2.00% 168,294	168,294	3,300	-	-	-	-	-	-
Builder Profit	6.00% 514,978	514,978	10,098	-	-	-	-	-	-
Builder Risk Insurance/Bond	0.00% 57,304	57,304	1,124	-	-	-	-	-	-
Construction Insurance/Tax	134,132	134,132	2,630	-	-	-	-	-	-
Tap Fees/Permits	57,500	57,500	1,127	-	-	-	-	-	-
Site Environmental	50,100	50,100	982	-	-	-	-	-	-
Transaction Costs									
Architectural Fees	371,575	7,286	-	371,575	-	-	-	-	-
Engineering Fees	92,500	1,814	-	92,500	-	-	-	-	-
Other Third Party Costs	81,500	1,598	-	81,500	-	-	-	-	-
Taxes/Insurance/Reserves	51,400	1,008	-	51,400	-	-	-	-	-
Soft Cost Contingency	25,000	490	-	25,000	-	-	-	-	-
Cost Certification / Audit	30,000	588	-	30,000	-	-	-	-	-
Legal - General Legal	60,000	1,176	-	60,000	-	-	-	-	-
Legal - Partnership and Related	60,000	1,176	-	-	-	-	60,000	-	-
Tax Credit Fees - Reservation	75,989	71,520	1,402	-	-	-	71,520	-	-
Tax Credit Fees - Compliance	24,225	25,175	494	-	-	-	25,175	-	-
Tax Credit Fees - Application	2,295	2,385	47	-	-	-	2,385	-	-
Miscellaneous Development Costs	10,000	196	-	10,000	-	-	-	-	-
Market Study	10,000	196	-	10,000	-	-	-	-	-
Appraisal	10,000	196	-	10,000	-	-	-	-	-
Construction Monitoring	20,000	392	-	20,000	-	-	-	-	-
Financing Costs									
Perm loan orig fee - lender	31,000	31,000	608	-	1,160	-	29,840	-	-
Construction loan orig fee - lender	109,000	109,000	2,137	-	109,000	-	-	-	-
Title & Recording - Construction & Perm	60,000	1,176	-	2,246	-	-	57,754	-	-
Operating Reserve	168,992	170,000	3,333	-	-	-	-	-	170,000
Predevelopment Loan Interest	20,000	392	-	20,000	-	-	-	-	-
Construction Interest	417,771	8,192	-	292,440	-	-	125,331	-	-
Other Costs									
New Construction/Rehab - Developer Fee	1,793,134	1,500,000	29,412	1,500,000	-	-	-	-	-
Rent Up & Marketing	76,500	1,500	-	-	-	-	-	-	76,500
Syndication Fee	55,000	1,078	-	-	-	-	-	-	55,000
Clubhouse Furniture	50,000	980	-	50,000	-	50,000	-	-	-
Total Uses:	13,314,229	261,063		12,530,724		449,241	50,000	372,005	411,500

City of Jackson PILOT Application

Section 7

Needed Changes to Public Spaces

Project Name:

The Greenwood



Changes Needed to Nearby Public Space:

There is a potential that The Greenwood will involve the enhancement of nearby alleys, sidewalks, and streetscaping. However, this is to be determined based on a finalized site plan and other variables.

City of Jackson PILOT Application

Section 8

Proposed Project Timeline

Project Name:

The Greenwood



Proposed Project Timeline:

Proposed Project Timeline		
A	Closing of loan of Contributing Financing	3/1/2023
B	First expenditure of funds with regard to the project	3/1/2023
C	Anticipated date construction will begin	3/15/2023
D	Anticipated completion date	5/14/2024

City of Jackson PILOT Application

Section 9

Financial Background

Project Name:

The Greenwood



Financial Background:

- A. Attach current audited financial statements of the applicant and guarantors. If audited financial statements are unavailable, please submit non-audited statements.**

Michael Riechman, a managing partner for MVAH Partners LLC, the developments guarantor, has emailed our most recent audited financial statements to the appropriate city contact(s).

Any questions, comments, or concerns should be directed to Michael Riechman. He can be reached at michael.riechman@mvahpartners.com

- B. State the relationship any applicant or granter has had with any accounting firm over the last five years and reason for change, if any.**

The applicant will use The Tidwell Group. This is also the accounting company that the guarantor, MVAH Partners uses. We have used this accounting group since we spun off into our own company in 2018 (4) years. MVAH has used Tidwell its entire company's history.

Prior to 2018 we were not our own company as we were a part of Miller Valentine Group and used Flagel, Huber, & Flagel & Co.

Tidwell Group – 3595 Grandview Parkway, Suite 500, Birmingham, AL 35243

Contact: Adam Tretinik, (205) 822-1010, adam.tretinik@tidwellgroup.com

- C. Give 3 Credit references for the applicant**

1. David Lacki, david_lacki@keybank.com
2. Brian Emmons, Merchants Bank, (317) 660-4364
3. Ryan Edwards, PNC, (502) 876-1440, ryan.l.edwards@pnc.com

City of Jackson PILOT Application

Section 10

Team Contacts

Project Name:

The Greenwood



Section 10: Team Contacts

Team Contacts	
A	Architect Contact
	BDCL Architects: Kirk Paisley, (513) 964-1154, kirk.paisley@bdclarchitects.com 9100 Centre Pointe Drive, Suite 210 West Chester, OH 45069
B	Builder
	Orion Construction: DuWayne Johnson, (616) 915-4154, djohnson@orionbuilt.com 32 Market Ave SW Suite 200 Grand Rapids, MI 49503
C	Other: Developer Contact
	MVAH Development: Pete Schwiegeraht, (513) 259-7657, pete.s@mvahpartners.com 9100 Centre Pointe Drive, Suite 210 West Chester, OH 45069
D	Conflicts
	N/A. MVAH is presently unaware of any potential conflicts at any potential stage of the development with any possible members of government, city council, and or any others.

City of Jackson PILOT Application

Section 11

Other Involvements

Project Name:

The Greenwood



Other Pending Involvements:

A. Any pending civil litigation involving this property or other business holdings?

Yes, see below.

1. **Billie Clark v Miller Valentine Partners Ltd. II, MVAH Partners LLC and MVAH Management LLC (United States District Court, Southern District of Ohio, Western Division – Case No. 1:20-cv295)**
 - a. Date of Filing: 4/13/2020
 - b. Location: West Chester, Ohio
 - c. Type of Case: Unpaid Wages
 - d. **Status of the Case: Settling soon. Miller-Valentine contributing to settlement. Total liability < \$30,000.**
 - e. Insurance: Accepted and covered by insurance carrier.

2. **Larry Randolph and Mary Randolph v. Centerville Senior Lofts LLC, Centerville Senior Lofts Manager, Inc., MV Centerville Senior Lofts LLC, MVAH Management LLC, MVAH Holding LLC, David W. Ervin and Ervin Masonry LLC**
 - a. Date of Filing: 3/23/2021
 - b. Location: District Court of Appanoose County, Iowa, Case No. LALA00263
 - c. Type of Case: Personal Injury – Plaintiff alleges injury sustained 1/25/19 due to sidewalk not cleared of snow and ice.
 - d. **Status of the Case: Trial date December 6, 2022. Discovery started. Contacts on an as-needed basis. Working to find reasons for settlement or dismissal.**
 - e. Insurance: Accepted and Covered by insurance carrier through MVRPM.

B. Any pending criminal proceeding involving this property or other business holdings?

No – Not Applicable

C. Any conviction, or other pending criminal matter, that is for any felony offense or any theft-related misdemeanor

No – Not Applicable

City of Jackson PILOT Application

Section 12

Signed Statement

Project Name:

The Greenwood



12 - Signed Statement

The following statement must be included along with a dated signature of the applicant or applicant's representatives

This application is made to induce the City of Jackson to grant financial incentives to the applicant. The applicant represents that all statements contained herein are true and correct. All information materially significant to the City of Jackson in its consideration of the application is included. The applicant authorizes the City of Jackson investigation of its credit in connection with this application. The applicant acknowledges that it has reviewed the descriptions of the City of Jackson financial program for which it is applying and agrees to comply with those policies. The applicant specifically will pay all reasonable costs, fees and expenses incurred by the City of Jackson whether or not the incentive is granted or project completed.

Representatives Name: Pete Schwiegeraht

Title: Senior Vice President of Midwest Development

Signature:



Date: 2/22/2022

March 22, 2022

Pete Schwiegeraht
Senior Vice President of Development
MVAH Partners

RE: Zoning Verification Letter for The Greenwood in Jackson, MI

Mr. Schwiegeraht,

The purpose of this letter is to provide zoning verification for the proposed development of The Greenwood located at 702 Greenwood and related properties in Jackson, MI. I am familiar with this proposal to construct up to 60 units of Multi-Family housing and offer the following information to verify that the proposed development is allowable within the zoning district.

1. The parcels on which the proposed development is sited are currently zoned C-2, Community Commercial.
2. Multi-Family development is a permitted use within the C-2, Community Commercial zoning district.

Final plans must adhere to, and are subject to all local ordinances and building codes, and are variance eligible. Final site and building plan approvals shall be attained prior to construction.

Please feel free to contact me if you have any additional questions.

Sincerely,



Christopher M. Atkin

Planning Director/Zoning Administrator

MEMO TO: Mayor and City Councilmembers
FROM: Jonathan Greene, City Manager
DATE: May 24, 2022
SUBJECT: Confirm Community Development Block Grant (CDBG) and HOME Investment Partnerships (HOME) Projects for Fiscal Year 2022 – 2023 and Final Funding Allocations for those Projects

Recommendation:

Confirm CDBG and HOME projects for Fiscal Year 2022 – 2023 and final funding allocations for those projects.

Attached is a memorandum from Shane LaPorte, Director of the Department of Neighborhood & Economic Development, requesting City Council confirm CDBG and HOME projects for Fiscal Year 2022 – 2023 and final funding allocations for those projects..

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

JG

DEPARTMENTAL REPORT

MEMO TO: Jonathan Greene, City Manager

FROM: Shane LaPorte, Director of Neighborhood & Economic Operations

DATE: May 24, 2022

RECOMMENDATION: Confirm Community Development Block Grant (CDBG) and HOME Investment Partnerships (HOME) Projects for Fiscal Year 2022 – 2023 and Final Funding Allocations for those Projects

SUMMARY

Confirm CDBG and HOME projects for Fiscal Year 2022 – 2023 and final funding allocations for those projects.

BUDGETARY CONSIDERATIONS

The U.S. Department of Housing and Urban Development (HUD) published its annual formula allocations to entitlement communities and participating jurisdictions on May 17, 2022. This is an extremely late announcement as normally the grant amounts are released in March or April. The actual allocations compared to the estimates used during the preliminary allocation process are as follows:

	CDBG	HOME
Estimated Grant Funds	\$1,272,380	\$324,329
Actual Formula Allocation	1,293,933	356,430
Difference:	\$ 21,553	\$ 32,101

With the addition of anticipated program income with each grant source, the total amounts available for final funding allocations is as follows:

	CDBG	HOME
2022-2023 Formula Allocation	\$1,293,933	\$356,430
Estimated Program Income	75,200	20,200
2022-2023 Grant Revenue:	\$1,369,133	\$376,630

HISTORY, BACKGROUND and DISCUSSION

The draft 2022-2023 Annual Action Plan included a contingency plan of how preliminary allocations would be adjusted should the actual grant amounts were over or under the estimated funding used for planning purposes.

DISCUSSION OF THE ISSUE

Attached is a spreadsheet delineating City Council’s preliminary allocations made on February 8, 2022. It was expected City Council would make its final allocations on April 19, 2022; however, HUD did not release formula allocations until May 17, 2022. Staff included recommendations for final allocations based on the Action Plan’s contingency plan which is as follows:

“A contingency plan is in place to balance the funding for the following activities to match the grant amount received:

CDBG Loomis Park/Boos Center Improvements HOME CHDO Reserve”

As such, the following funding levels are increased from the preliminary allocation:

Loomis Park/Boos Center Improvements	\$219,580 Preliminary	\$241,133 Final
CHDO Reserve (TBD)	\$ 97,303 Preliminary	\$129,404 Final

POSITIONS

Requested action is for City Council to confirm staff’s recommendation for Fiscal Year 2022 – 2023 projects and final funding levels.

Attachment: 2022 – 2023 CDBG and HOME Preliminary Allocation Spreadsheets

**2022-2023 Community Development Block Grant
Allocation Process**

Program	Recommendations	Prelim Allocations (Feb 8, 2022)	Final Staff Recommendation	Final Allocations (May 24, 2022)
Public Service				
	\$ -			
<i>Public Service Subtotal:</i>	\$ -	\$ -		\$ -
Public Service Cap: \$202,137				
Administration and Planning				
General Administration	\$ 120,000.00	\$ 120,000.00	\$ 120,000.00	
<i>Admin/Planning Subtotal:</i>	\$ 120,000.00	\$ 120,000.00	\$ 120,000.00	\$ -
Admin/Planning Cap: \$269,516				
Other Projects				
Dept. of Neighborhood & Economic Operations				
Rehabilitation	\$ 250,000.00	\$ 250,000.00	\$ 250,000.00	
Rehabilitation Administration	\$ 120,000.00	\$ 120,000.00	\$ 120,000.00	
Demolition	\$ 150,000.00	\$ 150,000.00	\$ 150,000.00	
City Attorney's Office				
Code Enforcement (AHB)	\$ 25,000.00	\$ 25,000.00	\$ 25,000.00	
Engineering				
Street Reconstruction:				
Perrine-Burr Reconstruction	\$ 463,000.00	\$ 463,000.00	\$ 463,000.00	
Parks & Rec				
Boos Center Rehab	\$ 219,580.00	\$ 219,580.00	\$ 241,133.00	
<i>Other Projects Subtotal:</i>	\$ 1,227,580.00	\$ 1,227,580.00	\$ 999,133.00	\$ -
Total:	\$ 1,347,580.00	\$ 1,347,580.00	\$ 1,119,133.00	\$ -
Available Funding:	\$ 1,347,580.00	\$ 1,347,580.00	\$ 1,369,133.00	\$ -
	(Estimate)	(Estimate)	(Actual)	(Actual)

Actual Funding: \$1,293,933 CDBG + \$75,200 program income = \$1,369,133

**2022-2023 HOME Investment Partnerships Program
Allocation Process**

Projects	Recommendations	Prelim Allocations (Feb 8, 2022)	Final Staff Recommendation	Final Allocations (May 24, 2022)
Dept. of Neighborhood & Economic Operations				
Administration ¹	\$ 30,000	\$ 30,000	\$ 30,000	
Community Housing Development Organization (CHDO)				
CHDO Reserve ²	\$ 97,303	\$ 97,303	\$ 129,404	
CHDO Operating Expenses ³	\$ 17,226	\$ 17,226	\$ 17,226	
Partnership Park Homebuyer Rehab	\$ 200,000	\$ 200,000	\$ 200,000	
Total:	\$ 344,529	\$ 127,303	\$ 346,630	\$ -
Available Funding:	\$ 344,529 (Estimate)	\$ 344,529 (Estimate)	\$ 376,630 (Actual)	\$ - (Actual)

Actual Funding: \$356,430 HOME + \$20,200 program income = \$376,630

Restrictions

- ¹Administration - no more than 10% of allocation (\$37,630)
- ²CHDO Reserve - no less than 15% of allocation (\$56,495)
- ³CHDO Operating Expenses - no more than 5% of allocation (\$18,831)

MEMO TO: Mayor and City Councilmembers
FROM: Jonathan Greene, City Manager
DATE: May 24, 2022
SUBJECT: Approve Submission of the 2022-2023 Annual Action Plan, Adopt a Resolution of Certifications, and Authorize the Mayor to Sign Required Documents for Submission to HUD

Recommendation:

Approve submission of the 2022-2023 Annual Action Plan, adopt the Resolution of Certifications, and authorize the Mayor to sign Form SF-424, the Certifications, and any other documentation required for submittal of the Annual Action Plan to HUD.

Attached is a memorandum from Shane LaPorte, Director of the Department of Neighborhood & Economic Development, requesting City Council approve the submission of the 2022-2023 Annual Action Plan, adopt the Resolution of Certifications, and authorize the Mayor to sign Form SF-424, the Certifications, and any other documentation required for submittal of the Annual Action Plan to HUD.

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

JG

DEPARTMENTAL REPORT

MEMO TO: Jonathan Greene, City Manager

FROM: Shane LaPorte, Director of Neighborhood & Economic Operations

DATE: May 24, 2022

RECOMMENDATION: Approve Submission of the 2022-2023 Annual Action Plan, Adopt a Resolution of Certifications, and Authorize the Mayor to Sign Required Documents for Submission to HUD

SUMMARY

Approve submission of the 2022-2023 Annual Action Plan, adopt the Resolution of Certifications, and authorize the Mayor to sign Form SF-424, the Certifications, and any other documentation required for submittal of the Annual Action Plan to HUD.

BUDGETARY CONSIDERATIONS

There are no budgetary considerations with this request.

HISTORY, BACKGROUND and DISCUSSION

The City must prepare and submit an Annual Action Plan to HUD which is used to summarize the actions, activities, and programs to be financially supported with CDBG and HOME funds during the period beginning July 1, 2022 through June 30, 2023. The projects in the Annual Action Plan reflect City Council's preliminary allocations made during its regular meeting on February 8, 2022. The Annual Action Plan also identifies the final funding levels approved by City Council at its May 24, 2022 meeting.

DISCUSSION OF THE ISSUE

On May 24, 2022, City Council is approving final allocations for CDBG and HOME funded activities during Program Year 2022. The attached Annual Action Plan incorporates those allocations and is presented for City Council's approval to submit to HUD. A complete copy of the Annual Action Plan will be available on the City's website at <http://www.cityofjackson.org/332/Grant-Reports> for continued public review.

Also attached is the Application for Federal Assistance (HUD Form SF-424), Assurances for Non-Construction Programs (SF-424B) and Construction Programs (SF-424D), the Resolution for Certification (Appendix A), and the Non-State Grantee Certifications (Appendix B). The Annual Action Plan and other required documentation must usually be received by HUD on or about May 17 to comply with submission dates outlined in 24 CFR 570.302 and 24 CFR 91.15. Knowing allocations would be announced late this year, HUD issued waiver notice CPD22-05 on March 31, 2022 which states, in part:

“A grantee whose normal Consolidated Plan/Action Plan submission deadline is less than 60 days from the date that HUD announces FY2022 allocation amounts may delay submission of its Consolidated Plan or Action Plan to HUD until 60 days after the date allocations are announced. This delay will give a grantee time to revise its Action Plan to incorporate actual allocation amounts, and to conduct any additional citizen participation, if necessary.”

While, technically, the City may hold off submitting its Action Plan to HUD until July 16, 2022, all other requirements have been met and no additional citizen participation is necessary. It is in the City’s best interest to proceed with submission as promptly as possible.

POSITIONS

Requested action is for City Council to approve submission of the 2022-2023 Annual Action Plan to HUD, adopt the Resolution of Certifications, and authorize the Mayor to sign Forms SF-424, the Certifications, and any other documentation required for submittal to HUD.

ATTACHMENTS

- Resolution
- SF-424, SF-424B, SF-424D
- Certifications
- 2022-2023 Annual Action Plan

RESOLUTION

BY THE CITY COUNCIL:

WHEREAS, the City of Jackson, Michigan has prepared a One-Year Action Plan in order to procure federal funds under the Housing and Community Development Act of 1974, as amended, and the Cranston-Gonzalez National Affordable Housing Act of 1990, as amended; and,

WHEREAS, the City of Jackson, Michigan is required by law to provide certain assurances and certifications to the United States Department of Housing and Urban Development (HUD) as part of said procurement; and,

WHEREAS, the City of Jackson, Michigan has in place and is following a Citizen Participation Plan as required by HUD.

NOW, THEREFORE, BE IT RESOLVED, that the One-Year Action Plan is adopted and approved, the Mayor, as the official representative of the City, is authorized and directed to execute the submission of said Plan for and on behalf of the City of Jackson, Michigan, and the Mayor and the Department of Neighborhood and Economic Operations are authorized to provide such additional information as may be required and to submit said Plan to HUD;

BE IT FURTHER RESOLVED, that the City of Jackson, Michigan hereby assures and certifies that it will comply with the regulations, policies, guidelines, and requirements with respect to the acceptance and use of federal funds for these federally-assisted programs, and the City of Jackson, Michigan gives assurances and certifies that, with respect to the Community Development Block Grant (CDBG) and HOME Investment Partnerships Program (HOME):

- A. It possesses legal authority to make a grant submission and to execute a community development and housing program.
- B. Its governing body has duly adopted or passed as an official act a resolution, motion, or similar action authorizing the person identified as the official representative of the grantee to submit the One-Year Action Plan and amendments thereto, and all understandings and assurances contained therein, and directing and authorizing the person identified as the official representative of the grantee to act in connection with the submission of the One-Year Action Plan, and to provide such additional information as may be required.
- C. It is following a detailed Citizen Participation Plan which:
 1. Provides for and encourages citizen participation with particular emphasis on participation by persons of low- and moderate-income who are residents of slum and blighted areas and of areas in which funds are proposed to be used, and provides for participation of residents in low- and moderate-income neighborhoods as defined by the local jurisdiction;
 2. Provides citizens with reasonable and timely access to local meetings, information, and records relating to the grantee's proposed use of funds, as required by the regulations of the Secretary, and relating to the actual use of funds under the Act;
 3. Provides for technical assistance to representative groups of persons of low- and moderate-income that request such assistance in developing proposals with the level and type of assistance to be determined by the grantee;

4. Provides for public hearings to obtain citizen views and to respond to proposals and questions at all stages of the community development program, including at least the development of needs, the review of proposed activities, and review of program performance, which hearings shall be held after adequate notice, at times and locations convenient to potential or actual beneficiaries, and with accommodation for the handicapped;
5. Provides for a timely written answer to written complaints and grievances, within 15 working days where practicable; and,
6. Identifies how the needs of non-English speaking residents will be met in the case of public hearings where a significant number of non-English speaking residents can be reasonably expected to participate.

Prior to submission of its Housing and Community Development Plan to HUD, the grantee has:

1. Met the citizen participation requirements of 24 CFR 91.105.
 2. Prepared its One-Year Action Plan in accordance with 24 CFR 91 and made the Plan available to the public.
- D. The grants will be conducted and administered in compliance with:
1. Title VI of the Civil Rights Act of 1964 (Public Law 88-352, 42 USC 2000d *et seq.*); and,
 2. The Fair Housing Act (42 USC 3601-20).
- E. It will affirmatively further fair housing.
- F. It has developed its Plan to give maximum feasible priority to activities which benefit low- and moderate-income families or aid in the prevention or elimination of slums or blight, except that the aggregate use of CDBG funds received under Section 106 of the Act, and, if applicable, under Section 108 of the Act, during the 2022-2023 program year shall principally benefit persons of low- and moderate-income in the manner that ensures not less than 70 percent of such funds are used for activities that benefit such persons during such period.
- G. It has developed a community development plan for the period specified in Paragraph F above that identifies community development and fair housing needs and specifies both short- and long-term community development objectives that have been developed in accordance with the primary objective and requirements of the Act.
- H. It will not attempt to recover any capital costs of public improvements assisted in whole or in part with funds provided under Section 106 of the Housing and Community Development Act of 1974, as amended, or with amounts resulting from a guarantee under Section 108 of the Act by assessing any amount against properties owned and occupied by persons of low- and moderate-income, including any fee charged or assessment made as a condition of obtaining access to such public improvements, unless:
1. Funds received under Section 106 of the Housing and Community Development Act of 1974, as amended, are used to pay the proportion of such fee or assessment that related to the capital costs of such public improvements that are financed from revenue sources other than under Title 1 of the Act; or,
 2. For purposes of assessing any amount against properties owned and occupied by persons of moderate-income, the grantee certifies to the Secretary that it lacks sufficient funds received under

Section 106 of the Housing and Community Development Act of 1974, as amended, to comply with the requirements of subparagraph H(1) above.

- I. Its notification, inspection, testing, and abatement procedures concerning lead-based paint will comply with 24 CFR 570.608.
- J. It will comply with the acquisition and relocation requirements of the Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970, as amended, as required under 24 CFR 570.606(a) and federal implementing regulations, it is following a residential anti-displacement and relocation assistance plan as required under Section 104(d) of the Act and in 24 CFR 570.606(c), and it will comply with the relocation requirements of 24 CFR 570.606(d) governing optional relocation assistance under Section 105(a)(11) of the Act.
- K. It has adopted and is enforcing:
 - 1. A policy prohibiting the use of excessive force by law enforcement agencies within its jurisdiction against any individuals engaged in non-violent civil rights demonstrations; and,
 - 2. A policy of enforcing applicable state and local laws against physically barring entrance to or exit from a facility or location which is the subject of such non-violent civil rights demonstrations within its jurisdiction.
- L. To the best of its knowledge and belief:
 - 1. No federal appropriated funds have been paid, or will be paid, by or on behalf of it to any person for influencing or attempting to influence an officer or employee of any agency, a member of Congress, an officer or employee of Congress, or an employee of a member of Congress in connection with the awarding of any federal contract, the making of any federal grant, the making of any federal loan, the entering into of any cooperative agreement, and the extension, continuation, renewal, amendment, or modification of any federal contract, grant, loan, or cooperative agreement;
 - 2. If any funds other than federal appropriated funds have been paid, or will be paid, to any person for influencing or attempting to influence an officer or employee of any agency, a member of Congress, an officer or employee of Congress, or an employee or a member of Congress in connection with this federal contract, grant, loan, or cooperative agreement, it will complete and submit Standard Form-LLL, "Disclosure Form to Report Lobbying," in accordance with its instructions; and,
 - 3. It will require that the language of Paragraph L of this certification be included in the award documents for all subawards at all tiers (including subcontracts, subgrants, and contracts under grants, loans, and cooperative agreements) and that all subrecipients shall certify and disclose accordingly.
- M. It will comply with the other provisions of the Act and with other applicable law.
- N. Before committing to any HOME funds, the City will evaluate HOME Projects that it adopts for this purpose and will not invest any more HOME funds in combination with other Federal assistance than is necessary to provide affordable housing.
- O. If the participating jurisdiction intends to provide tenant-based rental assistance, the use of HOME funds for tenant-based rental assistance is an essential element of the participating jurisdiction's annual approved housing strategy for expanding the supply, affordability, and availability of decent, safe, sanitary, and affordable housing.

* * * *

STATE OF MICHIGAN }
County of Jackson } ss
City of Jackson }

I, Andrea Muray, City Clerk in and for the City of Jackson, County and State aforesaid, do hereby certify that the foregoing is a true and complete copy of a resolution adopted by the Jackson City Council on the 24th day of May, 2022.

IN WITNESS WHEREOF, I have hereto affixed my signature and the Seal of the City of Jackson, Michigan, on the 25th day of May, 2022.

Andrea Muray

City Clerk

Application for Federal Assistance SF-424

* 1. Type of Submission:

- Preapplication
 Application
 Changed/Corrected Application

* 2. Type of Application:

- New
 Continuation
 Revision

* If Revision, select appropriate letter(s):

* Other (Specify):

* 3. Date Received:

4. Applicant Identifier:

5a. Federal Entity Identifier:

B-22-MC-26-0021

5b. Federal Award Identifier:

State Use Only:

6. Date Received by State:

7. State Application Identifier:

8. APPLICANT INFORMATION:

* a. Legal Name: City of Jackson

* b. Employer/Taxpayer Identification Number (EIN/TIN):

38-6004701

* c. UEI:

U5EKBJE6C263

d. Address:

* Street1:

161 W Michigan Ave

Street2:

* City:

Jackson

County/Parish:

* State:

MI: Michigan

Province:

* Country:

USA: UNITED STATES

* Zip / Postal Code:

49201-1315

e. Organizational Unit:

Department Name:

Division Name:

f. Name and contact information of person to be contacted on matters involving this application:

Prefix:

* First Name:

Lena

Middle Name:

* Last Name:

Gray

Suffix:

Title: Grant Administrator

Organizational Affiliation:

* Telephone Number:

517-768-6461

Fax Number:

866-971-2151

* Email:

lgray@cityofjackson.org

Application for Federal Assistance SF-424

*** 9. Type of Applicant 1: Select Applicant Type:**

C: City or Township Government

Type of Applicant 2: Select Applicant Type:

Type of Applicant 3: Select Applicant Type:

* Other (specify):

*** 10. Name of Federal Agency:**

U.S. Department of Housing & Urban Development

11. Catalog of Federal Domestic Assistance Number:

14.218

CFDA Title:

Community Development Block Grants/Entitlement Grants

*** 12. Funding Opportunity Number:**

* Title:

Community Development Block Grant - Entitlement Community

13. Competition Identification Number:

Title:

14. Areas Affected by Project (Cities, Counties, States, etc.):

Add Attachment

Delete Attachment

View Attachment

*** 15. Descriptive Title of Applicant's Project:**

Various - homeowner rehabilitation, demolition, code enforcement, and public facilities/ infrastructure

Attach supporting documents as specified in agency instructions.

Add Attachments

Delete Attachments

View Attachments

Application for Federal Assistance SF-424

16. Congressional Districts Of:

* a. Applicant

* b. Program/Project

Attach an additional list of Program/Project Congressional Districts if needed.

Add Attachment

Delete Attachment

View Attachment

17. Proposed Project:

* a. Start Date:

* b. End Date:

18. Estimated Funding (\$):

* a. Federal	<input type="text" value="1,293,933.00"/>
* b. Applicant	<input type="text"/>
* c. State	<input type="text"/>
* d. Local	<input type="text"/>
* e. Other	<input type="text"/>
* f. Program Income	<input type="text" value="75,200.00"/>
* g. TOTAL	<input type="text" value="1,369,133.00"/>

*** 19. Is Application Subject to Review By State Under Executive Order 12372 Process?**

a. This application was made available to the State under the Executive Order 12372 Process for review on

b. Program is subject to E.O. 12372 but has not been selected by the State for review.

c. Program is not covered by E.O. 12372.

*** 20. Is the Applicant Delinquent On Any Federal Debt? (If "Yes," provide explanation in attachment.)**

Yes No

If "Yes", provide explanation and attach

Add Attachment

Delete Attachment

View Attachment

21. *By signing this application, I certify (1) to the statements contained in the list of certifications and (2) that the statements herein are true, complete and accurate to the best of my knowledge. I also provide the required assurances** and agree to comply with any resulting terms if I accept an award. I am aware that any false, fictitious, or fraudulent statements or claims may subject me to criminal, civil, or administrative penalties. (U.S. Code, Title 218, Section 1001)**

** I AGREE

** The list of certifications and assurances, or an internet site where you may obtain this list, is contained in the announcement or agency specific instructions.

Authorized Representative:

Prefix: * First Name:

Middle Name:

* Last Name:

Suffix:

* Title:

* Telephone Number: Fax Number:

* Email:

* Signature of Authorized Representative:

* Date Signed:

Application for Federal Assistance SF-424

* 1. Type of Submission:

- Preapplication
 Application
 Changed/Corrected Application

* 2. Type of Application:

- New
 Continuation
 Revision

* If Revision, select appropriate letter(s):

* Other (Specify):

* 3. Date Received:

4. Applicant Identifier:

5a. Federal Entity Identifier:

M-22-MC-260214

5b. Federal Award Identifier:

State Use Only:

6. Date Received by State:

7. State Application Identifier:

8. APPLICANT INFORMATION:

* a. Legal Name: City of Jackson

* b. Employer/Taxpayer Identification Number (EIN/TIN):

38-6004701

* c. UEI:

U5EKBJE6C263

d. Address:

* Street1: 161 W Michigan Ave

Street2:

* City: Jackson

County/Parish:

* State: MI: Michigan

Province:

* Country: USA: UNITED STATES

* Zip / Postal Code: 49201-1315

e. Organizational Unit:

Department Name:

Division Name:

f. Name and contact information of person to be contacted on matters involving this application:

Prefix:

* First Name:

Lena

Middle Name:

* Last Name:

Gray

Suffix:

Title: Grant Administrator

Organizational Affiliation:

* Telephone Number: 517-768-6461

Fax Number: 866-971-2151

* Email: lgray@cityofjackson.org

Application for Federal Assistance SF-424

*** 9. Type of Applicant 1: Select Applicant Type:**

C: City or Township Government

Type of Applicant 2: Select Applicant Type:

Type of Applicant 3: Select Applicant Type:

* Other (specify):

*** 10. Name of Federal Agency:**

U.S. Department of Housing & Urban Development

11. Catalog of Federal Domestic Assistance Number:

14.239

CFDA Title:

Home Investment Partnerships Program (HOME)

*** 12. Funding Opportunity Number:**

* Title:

Home Investment Partnerships Program

13. Competition Identification Number:

Title:

14. Areas Affected by Project (Cities, Counties, States, etc.):

Add Attachment

Delete Attachment

View Attachment

*** 15. Descriptive Title of Applicant's Project:**

CHDO reservation until identification of a future eligible project; homeowner rehabilitation

Attach supporting documents as specified in agency instructions.

Add Attachments

Delete Attachments

View Attachments

Application for Federal Assistance SF-424

16. Congressional Districts Of:

* a. Applicant

* b. Program/Project

Attach an additional list of Program/Project Congressional Districts if needed.

Add Attachment

Delete Attachment

View Attachment

17. Proposed Project:

* a. Start Date:

* b. End Date:

18. Estimated Funding (\$):

* a. Federal	<input type="text" value="356,430.00"/>
* b. Applicant	<input type="text"/>
* c. State	<input type="text"/>
* d. Local	<input type="text"/>
* e. Other	<input type="text"/>
* f. Program Income	<input type="text" value="20,200.00"/>
* g. TOTAL	<input type="text" value="376,630.00"/>

*** 19. Is Application Subject to Review By State Under Executive Order 12372 Process?**

- a. This application was made available to the State under the Executive Order 12372 Process for review on
- b. Program is subject to E.O. 12372 but has not been selected by the State for review.
- c. Program is not covered by E.O. 12372.

*** 20. Is the Applicant Delinquent On Any Federal Debt? (If "Yes," provide explanation in attachment.)**

- Yes
- No

If "Yes", provide explanation and attach

Add Attachment

Delete Attachment

View Attachment

21. *By signing this application, I certify (1) to the statements contained in the list of certifications and (2) that the statements herein are true, complete and accurate to the best of my knowledge. I also provide the required assurances** and agree to comply with any resulting terms if I accept an award. I am aware that any false, fictitious, or fraudulent statements or claims may subject me to criminal, civil, or administrative penalties. (U.S. Code, Title 218, Section 1001)**

** I AGREE

** The list of certifications and assurances, or an internet site where you may obtain this list, is contained in the announcement or agency specific instructions.

Authorized Representative:

Prefix: * First Name:
Middle Name:
* Last Name:
Suffix:

* Title:

* Telephone Number: Fax Number:

* Email:

* Signature of Authorized Representative:

* Date Signed:

ASSURANCES - NON-CONSTRUCTION PROGRAMS

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As the duly authorized representative of the applicant, I certify that the applicant:

1. Has the legal authority to apply for Federal assistance and the institutional, managerial and financial capability (including funds sufficient to pay the non-Federal share of project cost) to ensure proper planning, management and completion of the project described in this application.
2. Will give the awarding agency, the Comptroller General of the United States and, if appropriate, the State, through any authorized representative, access to and the right to examine all records, books, papers, or documents related to the award; and will establish a proper accounting system in accordance with generally accepted accounting standards or agency directives.
3. Will establish safeguards to prohibit employees from using their positions for a purpose that constitutes or presents the appearance of personal or organizational conflict of interest, or personal gain.
4. Will initiate and complete the work within the applicable time frame after receipt of approval of the awarding agency.
5. Will comply with the Intergovernmental Personnel Act of 1970 (42 U.S.C. §§4728-4763) relating to prescribed standards for merit systems for programs funded under one of the 19 statutes or regulations specified in Appendix A of OPM's Standards for a Merit System of Personnel Administration (5 C.F.R. 900, Subpart F).
6. Will comply with all Federal statutes relating to nondiscrimination. These include but are not limited to: (a) Title VI of the Civil Rights Act of 1964 (P.L. 88-352) which prohibits discrimination on the basis of race, color or national origin; (b) Title IX of the Education Amendments of 1972, as amended (20 U.S.C. §§1681-1683, and 1685-1686), which prohibits discrimination on the basis of sex; (c) Section 504 of the Rehabilitation Act of 1973, as amended (29 U.S.C. §794), which prohibits discrimination on the basis of handicaps; (d) the Age Discrimination Act of 1975, as amended (42 U.S.C. §§6101-6107), which prohibits discrimination on the basis of age; (e) the Drug Abuse Office and Treatment Act of 1972 (P.L. 92-255), as amended, relating to nondiscrimination on the basis of drug abuse; (f) the Comprehensive Alcohol Abuse and Alcoholism Prevention, Treatment and Rehabilitation Act of 1970 (P.L. 91-616), as amended, relating to nondiscrimination on the basis of alcohol abuse or alcoholism; (g) §§523 and 527 of the Public Health Service Act of 1912 (42 U.S.C. §§290 dd-3 and 290 ee- 3), as amended, relating to confidentiality of alcohol and drug abuse patient records; (h) Title VIII of the Civil Rights Act of 1968 (42 U.S.C. §§3601 et seq.), as amended, relating to nondiscrimination in the sale, rental or financing of housing; (i) any other nondiscrimination provisions in the specific statute(s) under which application for Federal assistance is being made; and, (j) the requirements of any other nondiscrimination statute(s) which may apply to the application.
7. Will comply, or has already complied, with the requirements of Titles II and III of the Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970 (P.L. 91-646) which provide for fair and equitable treatment of persons displaced or whose property is acquired as a result of Federal or federally-assisted programs. These requirements apply to all interests in real property acquired for project purposes regardless of Federal participation in purchases.
8. Will comply, as applicable, with provisions of the Hatch Act (5 U.S.C. §§1501-1508 and 7324-7328) which limit the political activities of employees whose principal employment activities are funded in whole or in part with Federal funds.

9. Will comply, as applicable, with the provisions of the Davis-Bacon Act (40 U.S.C. §§276a to 276a-7), the Copeland Act (40 U.S.C. §276c and 18 U.S.C. §874), and the Contract Work Hours and Safety Standards Act (40 U.S.C. §§327-333), regarding labor standards for federally-assisted construction subagreements.
10. Will comply, if applicable, with flood insurance purchase requirements of Section 102(a) of the Flood Disaster Protection Act of 1973 (P.L. 93-234) which requires recipients in a special flood hazard area to participate in the program and to purchase flood insurance if the total cost of insurable construction and acquisition is \$10,000 or more.
11. Will comply with environmental standards which may be prescribed pursuant to the following: (a) institution of environmental quality control measures under the National Environmental Policy Act of 1969 (P.L. 91-190) and Executive Order (EO) 11514; (b) notification of violating facilities pursuant to EO 11738; (c) protection of wetlands pursuant to EO 11990; (d) evaluation of flood hazards in floodplains in accordance with EO 11988; (e) assurance of project consistency with the approved State management program developed under the Coastal Zone Management Act of 1972 (16 U.S.C. §§1451 et seq.); (f) conformity of Federal actions to State (Clean Air) Implementation Plans under Section 176(c) of the Clean Air Act of 1955, as amended (42 U.S.C. §§7401 et seq.); (g) protection of underground sources of drinking water under the Safe Drinking Water Act of 1974, as amended (P.L. 93-523); and, (h) protection of endangered species under the Endangered Species Act of 1973, as amended (P.L. 93-205).
12. Will comply with the Wild and Scenic Rivers Act of 1968 (16 U.S.C. §§1271 et seq.) related to protecting components or potential components of the national wild and scenic rivers system.
13. Will assist the awarding agency in assuring compliance with Section 106 of the National Historic Preservation Act of 1966, as amended (16 U.S.C. §470), EO 11593 (identification and protection of historic properties), and the Archaeological and Historic Preservation Act of 1974 (16 U.S.C. §§469a-1 et seq.).
14. Will comply with P.L. 93-348 regarding the protection of human subjects involved in research, development, and related activities supported by this award of assistance.
15. Will comply with the Laboratory Animal Welfare Act of 1966 (P.L. 89-544, as amended, 7 U.S.C. §§2131 et seq.) pertaining to the care, handling, and treatment of warm blooded animals held for research, teaching, or other activities supported by this award of assistance.
16. Will comply with the Lead-Based Paint Poisoning Prevention Act (42 U.S.C. §§4801 et seq.) which prohibits the use of lead-based paint in construction or rehabilitation of residence structures.
17. Will cause to be performed the required financial and compliance audits in accordance with the Single Audit Act Amendments of 1996 and OMB Circular No. A-133, "Audits of States, Local Governments, and Non-Profit Organizations."
18. Will comply with all applicable requirements of all other Federal laws, executive orders, regulations, and policies governing this program.
19. Will comply with the requirements of Section 106(g) of the Trafficking Victims Protection Act (TVPA) of 2000, as amended (22 U.S.C. 7104) which prohibits grant award recipients or a sub-recipient from (1) Engaging in severe forms of trafficking in persons during the period of time that the award is in effect (2) Procuring a commercial sex act during the period of time that the award is in effect or (3) Using forced labor in the performance of the award or subawards under the award.

SIGNATURE OF AUTHORIZED CERTIFYING OFFICIAL 	TITLE <input type="text" value="Mayor"/>
APPLICANT ORGANIZATION <input type="text" value="City of Jackson"/>	DATE SUBMITTED 

ASSURANCES - CONSTRUCTION PROGRAMS

OMB Number: 4040-0009
Expiration Date: 02/28/2022

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NOTE: Certain of these assurances may not be applicable to your project or program. If you have questions, please contact the Awarding Agency. Further, certain Federal assistance awarding agencies may require applicants to certify to additional assurances. If such is the case, you will be notified.

As the duly authorized representative of the applicant, I certify that the applicant:

1. Has the legal authority to apply for Federal assistance, and the institutional, managerial and financial capability (including funds sufficient to pay the non-Federal share of project costs) to ensure proper planning, management and completion of project described in this application.
2. Will give the awarding agency, the Comptroller General of the United States and, if appropriate, the State, the right to examine all records, books, papers, or documents related to the assistance; and will establish a proper accounting system in accordance with generally accepted accounting standards or agency directives.
3. Will not dispose of, modify the use of, or change the terms of the real property title or other interest in the site and facilities without permission and instructions from the awarding agency. Will record the Federal awarding agency directives and will include a covenant in the title of real property acquired in whole or in part with Federal assistance funds to assure non-discrimination during the useful life of the project.
4. Will comply with the requirements of the assistance awarding agency with regard to the drafting, review and approval of construction plans and specifications.
5. Will provide and maintain competent and adequate engineering supervision at the construction site to ensure that the complete work conforms with the approved plans and specifications and will furnish progressive reports and such other information as may be required by the assistance awarding agency or State.
6. Will initiate and complete the work within the applicable time frame after receipt of approval of the awarding agency.
7. Will establish safeguards to prohibit employees from using their positions for a purpose that constitutes or presents the appearance of personal or organizational conflict of interest, or personal gain.
8. Will comply with the Intergovernmental Personnel Act of 1970 (42 U.S.C. §§4728-4763) relating to prescribed standards of merit systems for programs funded under one of the 19 statutes or regulations specified in Appendix A of OPM's Standards for a Merit System of Personnel Administration (5 C.F.R. 900, Subpart F).
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11. Will comply, or has already complied, with the requirements of Titles II and III of the Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970 (P.L. 91-646) which provide for fair and equitable treatment of persons displaced or whose property is acquired as a result of Federal and federally-assisted programs. These requirements apply to all interests in real property acquired for project purposes regardless of Federal participation in purchases.
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15. Will comply with environmental standards which may be prescribed pursuant to the following: (a) institution of environmental quality control measures under the National Environmental Policy Act of 1969 (P.L. 91-190) and Executive Order (EO) 11514; (b) notification of violating facilities pursuant to EO 11738; (c) protection of wetlands pursuant to EO 11990; (d) evaluation of flood hazards in floodplains in accordance with EO 11988; (e) assurance of project consistency with the approved State management program developed under the Coastal Zone Management Act of 1972 (16 U.S.C. §§1451 et seq.); (f) conformity of Federal actions to State (Clean Air) implementation Plans under Section 176(c) of the Clean Air Act of 1955, as amended (42 U.S.C. §§7401 et seq.); (g) protection of underground sources of drinking water under the Safe Drinking Water Act of 1974, as amended (P.L. 93-523); and, (h) protection of endangered species under the Endangered Species Act of 1973, as amended (P.L. 93-205).
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SIGNATURE OF AUTHORIZED CERTIFYING OFFICIAL 	TITLE <input data-bbox="894 1341 1505 1377" type="text" value="Mayor"/>
APPLICANT ORGANIZATION <input data-bbox="95 1482 870 1516" type="text" value="City of Jackson"/>	DATE SUBMITTED 

CERTIFICATIONS

In accordance with the applicable statutes and the regulations governing the consolidated plan regulations, the jurisdiction certifies that:

Affirmatively Further Fair Housing --The jurisdiction will affirmatively further fair housing.

Uniform Relocation Act and Anti-displacement and Relocation Plan -- It will comply with the acquisition and relocation requirements of the Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970, as amended, (42 U.S.C. 4601-4655) and implementing regulations at 49 CFR Part 24. It has in effect and is following a residential anti-displacement and relocation assistance plan required under 24 CFR Part 42 in connection with any activity assisted with funding under the Community Development Block Grant or HOME programs.

Anti-Lobbying --To the best of the jurisdiction's knowledge and belief:

1. No Federal appropriated funds have been paid or will be paid, by or on behalf of it, to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with the awarding of any Federal contract, the making of any Federal grant, the making of any Federal loan, the entering into of any cooperative agreement, and the extension, continuation, renewal, amendment, or modification of any Federal contract, grant, loan, or cooperative agreement;
2. If any funds other than Federal appropriated funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with this Federal contract, grant, loan, or cooperative agreement, it will complete and submit Standard Form-LLL, "Disclosure Form to Report Lobbying," in accordance with its instructions; and
3. It will require that the language of paragraph 1 and 2 of this anti-lobbying certification be included in the award documents for all subawards at all tiers (including subcontracts, subgrants, and contracts under grants, loans, and cooperative agreements) and that all subrecipients shall certify and disclose accordingly.

Authority of Jurisdiction --The consolidated plan is authorized under State and local law (as applicable) and the jurisdiction possesses the legal authority to carry out the programs for which it is seeking funding, in accordance with applicable HUD regulations.

Consistency with plan --The housing activities to be undertaken with Community Development Block Grant, HOME, Emergency Solutions Grant, and Housing Opportunities for Persons With AIDS funds are consistent with the strategic plan in the jurisdiction's consolidated plan.

Section 3 -- It will comply with section 3 of the Housing and Urban Development Act of 1968 (12 U.S.C. 1701u) and implementing regulations at 24 CFR Part 135.

Signature of Authorized Official

Date

Daniel Mahoney, Mayor

Title

Specific Community Development Block Grant Certifications

The Entitlement Community certifies that:

Citizen Participation -- It is in full compliance and following a detailed citizen participation plan that satisfies the requirements of 24 CFR 91.105.

Community Development Plan -- Its consolidated plan identifies community development and housing needs and specifies both short-term and long-term community development objectives that have been developed in accordance with the primary objective of the CDBG program (i.e., the development of viable urban communities, by providing decent housing and expanding economic opportunities, primarily for persons of low and moderate income) and requirements of 24 CFR Parts 91 and 570.

Following a Plan -- It is following a current consolidated plan that has been approved by HUD.

Use of Funds -- It has complied with the following criteria:

1. Maximum Feasible Priority. With respect to activities expected to be assisted with CDBG funds, it has developed its Action Plan so as to give maximum feasible priority to activities which benefit low- and moderate-income families or aid in the prevention or elimination of slums or blight. The Action Plan may also include CDBG-assisted activities which the grantee certifies are designed to meet other community development needs having particular urgency because existing conditions pose a serious and immediate threat to the health or welfare of the community, and other financial resources are not available (see Optional CDBG Certification).

2. Overall Benefit. The aggregate use of CDBG funds, including Section 108 guaranteed loans, during program year(s) 2022 - 2023 [a period specified by the grantee of one, two, or three specific consecutive program years], shall principally benefit persons of low and moderate income in a manner that ensures that at least 70 percent of the amount is expended for activities that benefit such persons during the designated period.

3. Special Assessments. It will not attempt to recover any capital costs of public improvements assisted with CDBG funds, including Section 108 loan guaranteed funds, by assessing any amount against properties owned and occupied by persons of low and moderate income, including any fee charged or assessment made as a condition of obtaining access to such public improvements.

However, if CDBG funds are used to pay the proportion of a fee or assessment that relates to the capital costs of public improvements (assisted in part with CDBG funds) financed from other revenue sources, an assessment or charge may be made against the property with respect to the public improvements financed by a source other than CDBG funds.

In addition, in the case of properties owned and occupied by moderate-income (not low-income) families, an assessment or charge may be made against the property for public improvements financed by a source other than CDBG funds if the jurisdiction certifies that it lacks CDBG funds to cover the assessment.

Excessive Force -- It has adopted and is enforcing:

1. A policy prohibiting the use of excessive force by law enforcement agencies within its jurisdiction against any individuals engaged in non-violent civil rights demonstrations; and
2. A policy of enforcing applicable State and local laws against physically barring entrance to or exit from a facility or location which is the subject of such non-violent civil rights demonstrations within its jurisdiction.

Compliance with Anti-discrimination laws -- The grant will be conducted and administered in conformity with title VI of the Civil Rights Act of 1964 (42 U.S.C. 2000d) and the Fair Housing Act (42 U.S.C. 3601-3619) and implementing regulations.

Lead-Based Paint -- Its activities concerning lead-based paint will comply with the requirements of 24 CFR Part 35, Subparts A, B, J, K and R.

Compliance with Laws -- It will comply with applicable laws.

Signature of Authorized Official

Date

Daniel Mahoney, Mayor

Title

Specific HOME Certifications

The HOME participating jurisdiction certifies that:

Tenant Based Rental Assistance -- If it plans to provide tenant-based rental assistance, the tenant-based rental assistance is an essential element of its consolidated plan.

Eligible Activities and Costs -- It is using and will use HOME funds for eligible activities and costs, as described in 24 CFR §§92.205 through 92.209 and that it is not using and will not use HOME funds for prohibited activities, as described in §92.214.

Subsidy layering -- Before committing any funds to a project, it will evaluate the project in accordance with the guidelines that it adopts for this purpose and will not invest any more HOME funds in combination with other Federal assistance than is necessary to provide affordable housing;

Signature of Authorized Official

Date

Daniel Mahoney, Mayor
Title

APPENDIX TO CERTIFICATIONS

INSTRUCTIONS CONCERNING LOBBYING CERTIFICATION:

Lobbying Certification

This certification is a material representation of fact upon which reliance was placed when this transaction was made or entered into. Submission of this certification is a prerequisite for making or entering into this transaction imposed by section 1352, title 31, U.S. Code. Any person who fails to file the required certification shall be subject to a civil penalty of not less than \$10,000 and not more than \$100,000 for each such failure.

JACKSON

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Community Development Block Grant (CDBG) HOME Investment Partnerships Program



2022 – 2023 Annual Action Plan



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2022-2023 Annual Action Plan

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Executive Summary

AP-05 Executive Summary - 24 CFR 91.200(c), 91.220(b)

1. Introduction

The City of Jackson presents this Annual Action Plan for the third year of its 2020 – 2024 Five-Year Consolidated Plan and covers the period of July 1, 2022 through June 30, 2023, also referred to as Program Year (PY) 2022 or Fiscal Year (FY) 2022. PY 2022 represents the City's 48th consecutive year to receive a Community Development Block Grant (CDBG) formula allocation as an entitlement community and 31st year to receive a HOME Investment Partnerships Program (HOME) formula allocation as a participating jurisdiction.

2. Summarize the objectives and outcomes identified in the Plan

This could be a restatement of items or a table listed elsewhere in the plan or a reference to another location. It may also contain any essential items from the housing and homeless needs assessment, the housing market analysis or the strategic plan.

The level of need in Jackson is always greater than the limited amount of CDBG and HOME funds received annually. Jackson plans to target resources in the three (3) most distressed areas of the City – West of Henry Ford Allegiance Health, East of S. Martin Luther King Jr. Dr., and West of S. Martin Luther King Jr. Dr. – to the greatest extent possible. The number of funded activities will remain low in an effort to increase their effectiveness which will include Public Facilities/Infrastructure Improvements, Code Enforcement, Residential Rehabilitation, Residential Demolition, and homeowner activities.

3. Evaluation of past performance

This is an evaluation of past performance that helped lead the grantee to choose its goals or projects.

A recovery from COVID-related delays during the last quarter of PY 19 was realized in Program Year 2020. Construction projects suspended beginning in March 2020 delayed the City's ability to meet its CDBG timeliness requirement for 2019; however, upon re-engagement of construction and the state slowly loosening restrictions, suspended projects finished quickly early in the 2020 fiscal year. The City met its 2020 timeliness requirements by the end of January 2021 and its 2021 timeliness requirement in December 2021.

During PY 2020, the City successfully completed the various projects and activities aligned with its Five-Year Consolidated Plan goals while investing 45% of funds expended in the three local target areas. The residential rehabilitation program was revamped to permit more low-income homeowners take advantage of zero interest, low repayment loans to correct emergency hazards or replace a home's major components nearing the end of their useful lifespan. At the beginning of PY 2021, direct notification to homeowners in the local target areas regarding the availability of the rehabilitation loans led to an overwhelming response.

4. Summary of Citizen Participation Process and consultation process

Summary from citizen participation section of plan.

Citizen participation and stakeholder consultation is an integral part of the Consolidated Plan process. The City's Citizen Participation Plan outlines the procedures and means by which citizens and stakeholders may provide meaningful input.

A Public Hearing to receive citizen input on the housing and community development needs was held during the January 25, 2022 regular City Council meeting. Staff's participation with the Jackson County Continuum of Care (CoC) garnered input from the various public, private, and faith-based organizations focused on low-income housing and homelessness.

The Annual Action Plan was made available for public review and comment on March 18, 2022. Citizens were afforded a 30-day period in which to submit oral or written comment about the Annual Action Plan, culminating on April 19, 2022. Citizens are also encouraged to express concerns or comments at any time during the year before City Council meetings or by contacting grant staff.

5. Summary of public comments

This could be a brief narrative summary or reference an attached document from the Citizen Participation section of the Con Plan.

At the January 25, 2022 public hearing, comments received included the need for affordable, low-income, transitional, or group housing in Jackson. One commenter also suggested the City create programs to train new homeowners in Jackson with such things as how to clean and maintain their homes.

6. Summary of comments or views not accepted and the reasons for not accepting them

No comments or views were declined by the Jackson City Council; however, due to various federal rules and regulations, the City is not able to enact certain suggestions. The City is participating in the initial stages of creating more affordable housing options, which will be a years long process.

7. Summary

The Jackson City Council 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, Councilmembers, City Manager, and department heads on matters that concern them. Meetings are shown live through the City's Facebook page and on a local public access television station, JTV, which also replays the meetings at various other times throughout the week and which remain available on Facebook.

Oftentimes there simply are not enough resources available to consider implementing every suggestion posed. Other suggestions may not fit the Council's vision and goals for the City and are taken in abeyance. There have also been several times in which citizen's comments and suggestions have been executed and helped shape the way the City of Jackson operates.

PR-05 Lead & Responsible Agencies – 91.200(b)

1. Agency/entity responsible for preparing/administering the Consolidated Plan

Describe the agency/entity responsible for preparing the Consolidated Plan and those responsible for administration of each grant program and funding source.

Agency Role	Name	Department/Agency
CDBG Administrator	Jackson	Neighborhood & Economic Operations
HOME Administrator	Jackson	Neighborhood & Economic Operations

Table 1 – Responsible Agencies

Narrative (optional)

Staff in the City’s Department of Neighborhood & Economic Operations (NEO) administers both the CDBG and HOME grants. Grant administration includes, but is not limited to, researching and analyzing Census data; preparing and submitting the Consolidated Plan, Action Plan, Annual Performance Report, and other reports required by HUD or requested by City Council; performing environmental reviews; maintaining files and records relating to overall grant administration; monitoring subgrantee performance and providing technical assistance when necessary; reviewing payment requests for eligibility and accuracy; and the financial responsibilities of the grants such as preparing regular drawdowns and reconciling financial records.

Consolidated Plan Public Contact Information

City of Jackson
ATTN: Michelle L. Pultz-Orthaus
161 W Michigan Avenue
Jackson, MI 49201
517-768-6436
mpultz@cityofjackson.org

AP-10 Consultation – 91.100, 91.200(b), 91.215(l)

1. Introduction

Provide a concise summary of the jurisdiction’s activities to enhance coordination between public and assisted housing providers and private and governmental health, mental health and service agencies (91.215(l))

The City’s Grant Coordinator participates in monthly Continuum of Care (CoC) meetings and previously served as co-chair for the CoC and as the Jackson Housing Commission’s President of the Board of Commissioners. Both of these prior positions proved extremely insightful to the true nature of the City’s homeless and low-income populations. Continued participation with the CoC allows for ongoing interaction with the various service providers and awareness of current and emerging conditions in the community.

Describe coordination with the Continuum of Care and efforts to address the needs of homeless persons (particularly chronically homeless individuals and families, families with children, veterans, and unaccompanied youth) and persons at risk of homelessness.

The Community Action Agency (CAA) is the lead agency for the CoC and also serves as the CoC’s grant fiduciary. The CoC votes on activities to fund with grants it receives from HUD and the State of Michigan, and monitors the progress of those grants through monthly, quarterly, and annual reports and discussion. CAA also receives Supportive Services for Veteran Families (SSVF) from the Department of Veterans Affairs which is also included in reports to the CoC.

Describe consultation with the Continuum(s) of Care that serves the jurisdiction's area in determining how to allocate ESG funds, develop performance standards for and evaluate outcomes of projects and activities assisted by ESG funds, and develop funding, policies and procedures for the operation and administration of HMIS

The CoC is charged with setting priorities for Emergency Solutions Grant (ESG) funds received through the State of Michigan. Various subcommittees of the CoC, such as Steering, Quality Control, and Housing review applications and make recommendations to the CoC body for allocation purposes. Regular consultation and reporting ensures that the use of ESG remains consistent with CoC priorities.

2. Describe Agencies, groups, organizations and others who participated in the process and describe the jurisdiction’s consultations with housing, social service agencies and other entities

<p>1 Agency/Group/Organization</p> <p>Agency/Group/Organization Type</p> <p>What section of the Plan was addressed by Consultation?</p> <p>How was the Agency/Group/Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination?</p>	<p>Community Action Agency</p> <p>Housing Services: housing, children, homeless, education</p> <p>Housing Need Assessment Homelessness Strategy Homeless Needs: chronically homeless, families with children, Veterans, unaccompanied youth Non-Homeless Special Needs Market Analysis</p> <p>Participation in CoC, direct consultation, email consultation.</p>
<p>2 Agency/Group/Organization</p> <p>Agency/Group/Organization Type</p> <p>What section of the Plan was addressed by Consultation?</p> <p>How was the Agency/Group/Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination?</p>	<p>Jackson Housing Commission</p> <p>Housing PHA Services: housing, children, elderly, disabled, homeless</p> <p>Housing Need Assessment Public Housing Needs Homelessness Strategy Homeless Needs: chronically homeless, families with children, Veterans Non-Homeless Special Needs Market Analysis</p> <p>Participation in CoC, direct consultation, email consultation.</p>

<p>3 Agency/Group/Organization</p> <p>Agency/Group/Organization Type</p> <p>What section of the Plan was addressed by Consultation?</p> <p>How was the Agency/Group/Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination?</p>	<p>Do'Chas</p> <p>Housing Services: housing, children, homeless</p> <p>Housing Need Assessment Homelessness Strategy Unaccompanied youth Non-Homeless Special Needs</p> <p>Participation in CoC.</p>
<p>4 Agency/Group/Organization</p> <p>Agency/Group/Organization Type</p> <p>What section of the Plan was addressed by Consultation?</p> <p>How was the Agency/Group/Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination?</p>	<p>Training and Treatment Innovations</p> <p>Housing Services; persons with disabilities, homeless, health</p> <p>Housing Need Assessment Homelessness Strategy Homeless Needs: chronically homeless, families with children, Veterans Non-Homeless Special Needs Market Analysis</p> <p>Participation in CoC.</p>

5	Agency/Group/Organization Agency/Group/Organization Type	Kate Martin Works Housing PHA Services: housing, children, elderly persons, persons with disabilities, victims of domestic violence, homeless, health, education, employment, fair housing, victims
	What section of the Plan was addressed by Consultation?	Housing Need Assessment Public Housing Needs Homelessness Strategy Homeless Needs: chronically homeless, families with children, Veterans, unaccompanied youth Non-Homeless Special Needs Market Analysis
	How was the Agency/Group/Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination?	Participation through CoC, direct consultation, email consultation.
6	Agency/Group/Organization Agency/Group/Organization Type	AWARE, Inc Housing Services: housing, children, victims of domestic violence, homeless, health, education, employment, victims
	What section of the Plan was addressed by Consultation?	Housing Need Assessment Homelessness Strategy Homeless Needs - families with children Non-Homeless Special Needs Market Analysis
	How was the Agency/Group/Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination?	Participation in CoC, email consultation.

7	Agency/Group/Organization Agency/Group/Organization Type	Jackson Interfaith Shelter Housing Services: housing, children, homeless
	What section of the Plan was addressed by Consultation?	Housing Need Assessment Homelessness Strategy Homeless Needs: chronically homeless, families with children, veterans, unaccompanied youth
	How was the Agency/Group/Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination?	Participation in CoC
8	Agency/Group/Organization Agency/Group/Organization Type	Legal Services Of South Central Michigan Housing Services: housing, children, elderly persons, persons with disabilities, persons with HIV/AIDS, victims of domestic violence, homeless, health, fair housing, victims
	What section of the Plan was addressed by Consultation?	Housing Need Assessment Homelessness Strategy Non-Homeless Special Needs Market Analysis
	How was the Agency/Group/Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination?	Participation through CoC, direct consultation, email consultation.

9	Agency/Group/Organization Agency/Group/Organization Type	disAbility Connections Housing Services-Persons with Disabilities
	What section of the Plan was addressed by Consultation?	Housing Need Assessment Homelessness Strategy Non-Homeless Special Needs
	How was the Agency/Group/Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination?	Participation through CoC
10	Agency/Group/Organization Agency/Group/Organization Type	Department of Health & Human Services Housing Services: housing, children, elderly persons, persons with disabilities, victims of domestic violence, health Health Agency Child Welfare Agency Other government - State
	What section of the Plan was addressed by Consultation?	Homelessness Strategy Non-Homeless Special Needs
	How was the Agency/Group/Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination?	Participation through CoC

11	Agency/Group/Organization	Henry Ford Allegiance Health
	Agency/Group/Organization Type	Housing Services: homeless, health Health Agency Major Employer
	What section of the Plan was addressed by Consultation?	Housing Need Assessment Homelessness Strategy Non-Homeless Special Needs
	How was the Agency/Group/Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination?	Participation through CoC

Table 2 – Agencies, groups, organizations who participated

Identify any Agency Types not consulted and provide rationale for not consulting

Efforts were made to include a wide range of community stakeholders in the consultation process; no agency was intentionally excluded from participation.

Other local/regional/state/federal planning efforts considered when preparing the Plan

Name of Plan	Lead Organization	How do the goals of your Strategic Plan overlap with the goals of each plan?
Continuum of Care	Community Action Agency	The CoC works to support homeless individuals and families work toward self-sufficiency.
Five-Year Plan	Jackson Housing Commission	Five-year plan of the local Public Housing Authority which overlaps in multiple areas relating to the housing needs of the low-income community.
2016 Community Master Plan	City of Jackson	This comprehensive plan focuses on housing, economic development, land use, transportation, health, community facilities, services, and other related topics.
Comprehensive Economic Development Strategy (CEDS)	Region 2 Planning Commission	Provides an analysis of the local economy, identification of economic development goals and strategies, and efforts to reduce unemployment and increase income.

Table 3 – Other local / regional / federal planning efforts

AP-12 Participation – 91.105, 91.200(c)

1. Summary of citizen participation process/Efforts made to broaden citizen participation

Summarize citizen participation process and how it impacted goal-setting

The City of Jackson follows its Citizen Participation Plan to encourage participation in the planning and utilization of CDBG and HOME funds. A public hearing is held in January to receive comments on the housing and community development needs in the City before the Consolidated Plan and/or Annual Action Plan is made available for citizen comment. Notice of the public hearing is posted on the City's website, through its social media outlets, and printed as a display ad in two local newspapers no less than ten (10) days in advance of the hearing. All views and comments are considered and incorporated in the appropriate plan.

Once the Consolidated Plan and/or Annual Action Plan is in draft form, the public is provided 30 days to review and submit comments; notice of the availability of the plan is again published in the two newspapers, listed on the City's website, and through its social media outlets. Hard copies are made available at two (2) locations in City Hall, at the Community Action Agency, the main branch of the Jackson District Library, and the three (3) public housing complexes; an electronic version is available through the City's website. All views and comments are considered and incorporated in the appropriate plan.

The public is also notified when the City submits its Request for Release of Funds via newspapers and the City's website/social media outlets, and allows for no less than seven days to submit comments. If a substantial amendment is required during the course of the program year, hard and electronic copies are made available at the locations noted above with the notice of availability published in the local papers and on the website/social media outlets. Citizens are provided no less than 30 days within which to submit written comments and/or to attend a public hearing to provide oral comments. The annual report is published and distributed in the same manner as described above, culminating in a public hearing after a 15 day comment period.

Citizen Participation Outreach

Sort Order	Mode of Outreach	Target of Outreach	Summary of response/attendance	Summary of comments received	Summary of comments not accepted and reasons
1	Public Hearing	Minorities Persons with disabilities Non-targeted/broad community Residents of Public and Assisted Housing	Six (6) people provided comment during the January 25, 2022 public hearing.	Concern about homelessness and affordable housing; suggestions made for public service activities.	All comments accepted and considered.
2	Newspaper Ad	Minorities Persons with disabilities Non-targeted/broad community Residents of Public and Assisted Housing	Notice of the Public Hearing; availability of the draft Annual Action Plan in both hard copy and electronic form and time within which to submit comments.	No written comments were received.	No written comments were received.
3	Internet Outreach	Non-targeted/broad community	No written comments were received.	No written comments were received.	No written comments were received.
4	Jackson District Library Carnegie Branch	Minorities Persons with disabilities Non-targeted/broad community	Hard copy of Annual Action Plan made available in the Resource Center for public review and comment.	No written comments were received.	No written comments were received.

Sort Order	Mode of Outreach	Target of Outreach	Summary of response/attendance	Summary of comments received	Summary of comments not accepted and reasons
5	Jackson Housing Commission	Minorities Persons with disabilities Residents of Public and Assisted Housing	Hard copy of Annual Action Plan made available for public review/ comment at three locations: Chalet Terrace, Reed Manor, and Shahan-Blackstone North.	No written comments were received.	No written comments were received.
6	Community Action Agency	Minorities Persons with disabilities Non-targeted/broad community Residents of Public and Assisted Housing	Hard copy of Annual Action Plan made available in CAA's lobby for public review/comment.	No written comments were received.	No written comments were received.
7	Jackson County Continuum of Care	Service Providers	Members were notified of every upcoming step in the citizen participation process and encouraged to attend the public hearing and/or submit comments relative to the Consolidated Plan.		See public hearing above.

Table 4 – Citizen Participation Outreach

Expected Resources

AP-15 Expected Resources – 91.220(c)(1,2)

Introduction

For planning purposes, the City deducts 3% from the most current formula allocation then adds in anticipated program income by grant type. Estimated revenue for fiscal year 2022–2023 is as follows:

- **CDBG:** 2021-22 formula allocation: \$1,311,780; less 3% (-\$39,400); plus estimated program income (\$75,200) = \$1,347,580
- **HOME:** 2021-22 formula allocation: \$334,329; less 3% (-\$10,000); plus estimated program income (\$20,200) = \$344,359

The Jackson City Council establishes projects, activities, and funding levels for the 2022-2023 program year as identified in this Annual Action Plan.

As of the writing of this draft Action Plan, HUD has not officially announced the formula allocations for the 2022 – 2023 fiscal year. A contingency plan is in place to balance the funding for the following activities to match the grant amount received:

CDBG Loomis Park/Boos Center Improvements

HOME CHDO Reserve

Update: On May 17, 2022, the City was notified of its 2022-2023 formula allocation, which is:

Grantee	ST	CDBG	HOME
Jackson	MI	\$1,293,933	\$356,430

The City's CDBG allocation was funded \$21,553 more than what was estimated while HOME received a \$32,101 increase over the estimate. Following the contingency plan stated above, funding for the Loomis Park / Boos Center Improvements was increased \$21,553 and the additional HOME funds are placed in reserve for a future CHDO activity.

Anticipated Resources

Program	Source of Funds	Uses of Funds	Expected Amount Available Year 2				Expected Amount Available Remainder of ConPlan
			Annual Allocation:	Program Income:	Prior Year Resources:	Total:	
CDBG	Federal	Acquisition, Admin and Planning, Economic Development, Housing, Public Improvements, Public Services	\$1,293,933	\$75,200	0	\$1,369,133	\$2,581,087
Narrative Description:		Annual block grant from HUD based on a formula to address a variety of community development and housing needs, primarily benefiting low- to moderate-income City residents.					
HOME	Federal	Acquisition, Homebuyer assistance, Homeowner rehab, Multifamily rental new construction, Multifamily rental rehab, New construction for ownership, TBRA	\$356,430	\$20,200	0	\$376,630	\$658,399
Narrative Description:		Annual grant from HUD based on a formula to provide affordable housing to low- to moderate-income City residents.					

Table 5 - Expected Resources – Priority Table

Explain how federal funds will leverage those additional resources (private, state and local funds), including a description of how matching requirements will be satisfied

The City leverages CDBG and HOME funds to the extent possible against other federal, state, local, and private funding to maximize project impact. Leveraging varies from activity to activity, depending on the project and availability of additional resources that are eligible for that type of use.

The CDBG program does not require matching funds like the HOME Investment Partnerships Program. Generally, HOME requires a participating jurisdiction contribute or match 25% of HOME funds spent on affordable housing; however, Jackson has been 100% exempted from this requirement due to fiscal distress.

If appropriate, describe publically owned land or property located within the jurisdiction that may be used to address the needs identified in the plan

Since 2012, City leaders accumulated tax foreclosed parcels not sold at public tax auctions with the end goal of amassing sufficient contiguous parcels in various areas to promote for redevelopment. One such area is at the corner of Franklin and Mechanic Streets where vacant parcels owned by the City of Jackson and CAA provided the impetus for an affordable housing collaboration. The Greater Jackson Habitat for Humanity is using these parcels to construct up to four (4) new single family homes as the City's Community Housing Development Organization (CHDO) for sale to income qualified homeowners when completed. The project location is immediately south of the downtown which has experienced significant growth and revitalization and will neighbor a new Y Center planned to begin construction in 2022.

Under new leadership since early 2020, City Administration is reassessing its need to continue amassing tracts of land. The City presently owns approximately 40 residential houses it acquired through tax reversion and is allowing these residential properties to be purchased by responsible investors to fix and resell on the open market. The City has also set aside \$1 million in American Rescue Plan funds it recently received to completely rehabilitate, including full lead-based paint abatement, a few of the homes it owns to use as transitional housing with eventual resale to income qualified families.

Annual Goals and Objectives

AP-20 Annual Goals and Objectives

Goals Summary Information

Sort Order	Goal Name	Category	Needs Addressed	Funding
1	Public Facilities/Infrastructure	Non-Housing Community Development	Street Reconstruction Park Improvements	CDBG: \$704,133
2	Residential Rehabilitation	Affordable Housing	Rehabilitation	CDBG: \$250,000
3	Residential Demolition	Clearance and Demolition	Residential Demolition	CDBG: \$150,000
4	Code Enforcement (legal)	Non-Housing Community Development	Code Enforcement	CDBG: \$ 25,000
5	Partnership Park Homeowner Rehabilitation	Affordable Housing	Homeowner Rehabilitation	HOME: \$200,000
6	CHDO Reserve	Affordable Housing	Homebuyer Housing	HOME: \$129,404

Table 6 – Goals Summary

Goal Descriptions

1	Goal Name	Public Facilities/Infrastructure
	Goal Description	Improving public facilities and infrastructure is solely the responsibility of the municipality. Street reconstruction in low/mod areas conducted with other utility upgrades to combine as many resources to the greatest extent feasible, limiting the potential financial impact to residents through special assessments. Additional funding is provided to continue with the Loomis Park/Boos Community Center improvements.

2	Goal Name	Residential Rehabilitation
	Goal Description	Zero interest, low repayment loans are made available to low-income households to correct emergency hazards or replace major components that have reached the end of their useful life before they become an emergency in their primary residence.
3	Goal Name	Residential Demolition
	Goal Description	Demolition of foreclosed, vacant, or abandoned and dilapidated publicly or privately owned property in low-income neighborhoods. Removal of hazardous buildings increases the quality of life and vitality of neighborhoods, supports property values, eliminates hazardous conditions, and reduces opportunities for criminal activities.
4	Goal Name	Code Enforcement (legal)
	Goal Description	Legal support to the Department of Neighborhood & Economic Operations in its efforts to improve low-income neighborhoods and properties through blight enforcement.
5	Goal Name	Partnership Park Homeowner Rehabilitation
	Goal Description	In 2006, the Community Action Agency (CAA) constructed 16 homes in Partnership Park with LIHTC funds. The intent of these new constructions was to rent for a number of years with eventual sale to a qualified homebuyer. Funds are used to meet rehabilitation needs of these properties after being purchased by a first time homeowner.
6	Goal Name	CHDO Reserve
	Goal Description	HOME funds set aside for future CHDO-eligible projects yet to be identified

Projects

AP-35 Projects – 91.220(d)

Introduction

The City of Jackson is funding projects to achieve the goals and objectives defined in the 2020-2024 Five-Year Consolidated Plan to generally improve the livability and accessibility of low-income neighborhoods. After several years of focusing CDBG funds towards the revitalization of the downtown, City leaders are now expanding assistance into the adjoining neighborhoods. The initial phase will focus on street reconstruction, clearance of severely dilapidated residential structures, and rehabilitation. The fundamental goal is to improve the living conditions for the low- to moderate-income households residing in the three target areas specified in the Consolidated Plan.

Projects

#	Project Name
1	Street Reconstruction – Perrine St: Michigan Ave to Burr St
2	Loomis Park / Boos Center Improvements
3	Code Enforcement – Legal Services
4	2022 Residential Rehabilitation
5	2022 Residential Demolition
6	Rehabilitation Administration
7	General Administration/Planning
8	Community Housing Development Organization (CHDO) Reserve
9	Partnership Park Homeowner Rehabilitation
10	CHDO Operating Expenses

Table 7 - Project Information

Describe the reasons for allocation priorities and any obstacles to addressing underserved needs

The level of CDBG funds Jackson receives annually is relatively low considering increasing costs to implement improvements and is insufficient to meet all the demands for assistance. Historically, attempting to fund as many projects as possible did little to impact the residents as a whole; therefore, the number of projects has decreased to ensure sufficient funding to complete activities which boost the community overall. City leaders recognize needs exist in the community but are also cognizant of many other non-housing needs it is solely responsible for, such as infrastructure improvements, park improvements, street lighting, etc. Reliance on non-profit and faith-based organizations to meet the low-income population's direct service needs through other available funding sources allows the City to focus on improving low-income neighborhoods which subsequently impacts the entire City.

AP-38 Project Summary

Project Summary Information

1	Project Name	Street Reconstruction – Perrine: Michigan to Burr
	Target Area	West of Henry Ford Allegiance Health
	Goals Supported	Public Facilities/Infrastructure
	Needs Addressed	Public Facilities/Infrastructure
	Funding	CDBG: \$463,000
	Description	Reconstruct the pavement and curbs, replace water mains and lead service lines where needed on Perrine Street from Michigan Avenue to Burr Street.
	Target Date	11/30/2023
	Estimate the number and type of families that will benefit from the proposed activities	535 low- to moderate-income residents
	Location Description	Census Tract 69, Block Group 3, located in Local Target Area 1 (West of Henry Ford Allegiance Health)
	Planned Activities	Reconstruct Perrine Street from Michigan Avenue to Burr Street
2	Project Name	Loomis Park / Boos Center Improvements
	Target Area	n/a
	Goals Supported	Public Facilities/Infrastructure
	Needs Addressed	Public Facilities/Infrastructure
	Funding	CDBG: \$241,133
	Description	Continued funding to fully rehabilitate the Boos Community Center in Loomis Park and upgrade playground equipment.
	Target Date	6/30/23

	Estimate the number and type of families that will benefit from the proposed activities	Loomis Park is located in the middle of Census Tract 4, Block Group 5. According to the 2019 Low/Mod Income Summary Data (LMISD), the percentage of low- to moderate-income residents in this area is 50%. The park's service area is not limited to Census Tract 4, Block Group 5; in fact, it is a very popular recreation destination for residents in the one-half mile surrounding area. The one-half mile radius around Loomis Park includes all five (5) Block Groups in Census Tract 4; Census 12, Block Groups 2 and 3; and Census Tract 69, Block Groups 1 and 3. When combined, this area is 61.11% low- to moderate-income residents. Approximately 4,950 low- to moderate income persons reside within a one-half mile radius of Loomis Park.
	Location Description	The address for the Boos Center is 210 Gilbert Street, Jackson, MI.
	Planned Activities	Rehabilitation of the Boos Center based on priority needs identified through an architectural/engineering assessment, and replacement of the playground outside the Boos Center to improve the safety and accessibility for neighborhood children.
3	Project Name	Code Enforcement - City Attorney's Office
	Target Area	n/a
	Goals Supported	Code Enforcement (legal)
	Needs Addressed	Code Enforcement (Legal)
	Funding	CDBG: \$25,000
	Description	The City Attorney's Office provides legal services for various code enforcement activities including housing code enforcement and blight elimination, contract review, and approval.
	Target Date	6/30/2023
	Estimate the number and type of families that will benefit from the proposed activities	Approximately 300 cases will be filed for prosecution in the City's Administrative Hearings Bureau to help eliminate blight and improve neighborhood quality in the low-income residential areas of the City.
	Location Description	Various CDBG-eligible neighborhoods within the City of Jackson which are comprised of 51% or more low- to moderate-income residents.
	Planned Activities	Enforcement of various housing and blight ordinances to improve neighborhood conditions.

4	Project Name	2022 Residential Rehabilitation
	Target Area	West of Henry Ford Allegiance Health; East of S Martin Luther King Jr Dr, West of S Martin Luther King Jr Dr
	Goals Supported	Homeowner Rehabilitation
	Needs Addressed	Affordable Housing
	Funding	CDBG: \$250,000
	Description	Provision of zero-interest, low repayment rehabilitation loans to low-income households to correct an emergency hazard situation or replace aged major components in the primary residence before they become an emergency.
	Target Date	6/30/23
	Estimate the number and type of families that will benefit from the proposed activities	Specific sites will be determined in the future.
	Location Description	Specific sites will be determined in the future.
	Planned Activities	Ten (10) or more low-income homeowners will receive rehabilitation assistance.
5	Project Name	2022 Residential Demolition
	Target Area	West of Henry Ford Allegiance Health; East of S Martin Luther King Jr Dr, West of S Martin Luther King Jr Dr
	Goals Supported	Residential Demolition
	Needs Addressed	Residential Demolition
	Funding	CDBG: \$150,000
	Description	Demolition of foreclosed, vacant, or abandoned residential properties within CDBG-eligible areas across the City.
	Target Date	6/30/23
	Estimate the number and type of families that will benefit from the proposed activities	Limited to no more than 30% of the City's annual CDBG expenditures, approximately ten (10) residential structures will be demolished.
	Location Description	Eligible sites will be determined based upon Section 106 review and located in CDBG-eligible areas within the City.
	Planned Activities	Demolish foreclosed, vacant, or abandoned residential structures within CDBG-eligible neighborhoods.

6	Project Name	Rehabilitation Administration
	Target Area	Not applicable
	Goals Supported	Homeowner Rehabilitation
	Needs Addressed	Rehabilitation Administration
	Funding	CDBG: \$120,000
	Description	All delivery costs directly related to carrying out housing rehabilitation activities, including staff, other direct costs, and service costs.
	Target Date	6/30/23
	Estimate the number and type of families that will benefit from the proposed activities	Specific sites will be determined in the future.
	Location Description	Specific sites will be determined in the future.
	Planned Activities	Ten (10) or more low-income homeowners will receive rehabilitation assistance.
7	Project Name	Administration/Planning
	Target Area	Not applicable
	Goals Supported	Not applicable
	Needs Addressed	Administration/Planning
	Funding	CDBG: \$120,000 HOME: \$ 30,000
	Description	Overall program administration, including, but not limited to, salaries, wages, and related costs of grantee staff or others engaged in program management, monitoring and evaluation.
	Target Date	6/30/23
	Estimate the number and type of families that will benefit from the proposed activities	Not applicable
	Location Description	Not applicable
	Planned Activities	Not applicable

8	Project Name	CHDO Reserve Activity
	Target Area	West of Henry Ford Allegiance Health; East of S Martin Luther King Jr Dr, West of S Martin Luther King Jr Dr
	Goals Supported	CHDO Reserve
	Needs Addressed	Affordable Housing
	Funding	HOME: \$129,404
	Description	Funds held in reserve for use by a certified CHDO on future eligible activities
	Target Date	6/30/28
	Estimate the number and type of families that will benefit from the proposed activities	Specific sites will be determined in the future.
	Location Description	Specific sites will be determined in the future.
	Planned Activities	To be determined
9	Project Name	Partnership Park Homeowner Rehabilitation
	Target Area	East of S Martin Luther King Jr Dr, West of S Martin Luther King Jr Dr
	Goals Supported	Homeowner Rehabilitation
	Needs Addressed	Affordable Housing
	Funding	HOME: \$200,000
	Description	Rehabilitation of eight (8) former LIHTC-funded rental units after being purchased by income qualified, first-time homeowners
	Target Date	6/30/26
	Estimate the number and type of families that will benefit from the proposed activities	Eight (8) low-income families
	Location Description	Order of 16 specific sites will be determined in the future.
	Planned Activities	Rehabilitate 8 of 16 former LIHTC-funded rental units to make suitable for low-income first-time homeowners.

10	Project Name	CHDO Operating Expenses
	Target Area	West of Henry Ford Allegiance Health; East of S Martin Luther King Jr Dr, West of S Martin Luther King Jr Dr
	Goals Supported	CHDO Reserve
	Needs Addressed	Affordable Housing
	Funding	HOME: \$17,226
	Description	Support for CHDO's operating expenses to successfully complete projects
	Target Date	6/30/28
	Estimate the number and type of families that will benefit from the proposed activities	Specific sites will be determined in the future.
	Location Description	Specific sites will be determined in the future.
	Planned Activities	Support for CHDO's operating expenses

AP-50 Geographic Distribution – 91.220(f)

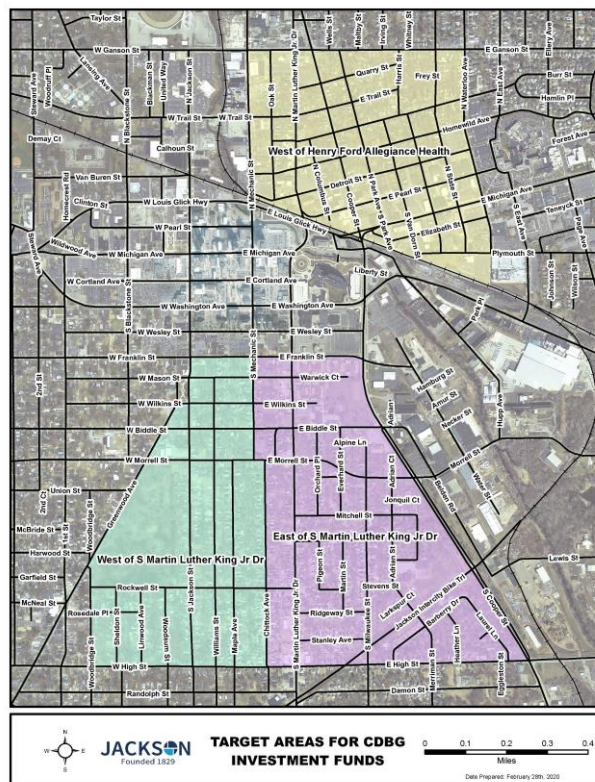
Description of the geographic areas of the entitlement (including areas of low-income and minority concentration) where assistance will be directed

The 2020-2024 Five-Year Consolidated Plan identified three (3) local target areas for funding allocation priorities:

West of Henry Ford Allegiance Health - Identified in the 2016 Master Plan as part of the Health and Downtown Neighborhoods, both of which were deemed transitional. This area was also labeled as place-making, forming part of the community's core and in the top tier for transit and non-motorized connectivity.

East of S Martin Luther King Jr Dr - Identified as the King Neighborhood in the 2016 Master Plan, it was noted that while among the most distressed in the City, it scored high in place-making. The King Neighborhood links the downtown to its southern borders and is accessible by transit. This area is home to 126 public housing units and 200 HUD-subsidized units. No major commercial business is located in the neighborhood.

West of S Martin Luther King Jr Dr - This area is partially in the Downtown and Partnership Park neighborhoods as identified in the 2016 Master Plan. While the Downtown neighborhood is labeled transitional, Partnership Park is deemed distressed.



Geographic Distribution

Target Area	Percentage of Funds
West of Henry Ford Allegiance Health	10%
East of S Martin Luther King Jr Dr	10%
West of S Martin Luther King Jr Dr	10%

Table 8 - Geographic Distribution

Rationale for the priorities for allocating investments geographically

The public reinvestment in the City of Jackson has concentrated on revitalizing the heart of the city – its downtown business district. With revival well on its way, investment in the residential neighborhoods immediately adjacent to the downtown is in order to build on the beautification and blight reduction efforts. The percentage of low- to moderate-income residents in these targeted areas ranges from 60.1% to 87.1%. Census Tracts 11 is also one (1) of only two (2) Racially and Ethnically Concentrated Areas of Poverty (R/ECAP) areas within the City limits.

Discussion

Efforts to expend grant funds in or near these target areas will be made to the greatest extent feasible. The City will provide year-end results in its Consolidated Annual Performance and Evaluation Report.

Affordable Housing

AP-55 Affordable Housing – 91.220(g)

Introduction

Over 90% of the City’s housing stock was built before 1978; lower income homeowners are often unable to pay for the cost of repairs or obtain financing at affordable rates. Due to years of deferred maintenance and the likely presence of lead-based paint, fully rehabilitating owner-occupied housing has become cost prohibitive, hindering the City’s ability to provide assistance. Available zero-interest, low repayment rehabilitation loans are now limited to correcting emergency hazards or replacing a home’s major components that are nearing the end of their useful lifespan before they become an emergency.

New housing unit production is needed to increase the availability of affordable housing to the City’s low-income residents pursuing the American Dream of homeownership. To this end, the City has funded the construction of four (4) new single family homes through its CHDO and subgranting funds to Community Action Agency to rehabilitate 16 former LIHTC-funded rental units once purchased by income qualified, first time homeowners.

One Year Goals for the Number of Households to be Supported	
Homeless	0
Non-Homeless	20
Special-Needs	0
Total	20

Table 9 - One Year Goals for Affordable Housing by Support Requirement

One Year Goals for the Number of Households Supported Through	
Rental Assistance	0
The Production of New Units	2
Rehab of Existing Units	18
Acquisition of Existing Units	0
Total	20

Table 10 - One Year Goals for Affordable Housing by Support Type

AP-60 Public Housing – 91.220(h)

Introduction

The Jackson Housing Commission (JHC) has served as the City's Public Housing Authority (PHA) for over 60 years and also services all of Jackson County. JHC is considered a medium-sized agency providing 500 public housing units, 40 scattered-site single family homes, and up to 475 Housing Choice Vouchers (HCV).

Actions planned during the next year to address the needs to public housing

The JHC, in partnership with the City of Jackson, was recently awarded a HUD Choice Neighborhoods (CN) Planning Grant for the Downtown Jackson neighborhood. Jackson was one of only eight (8) communities nationwide that received the CN grant in 2021. Through the grant, the JHC and the City will work with local residents and a variety of community stakeholders to create a forward-looking CN Plan with a strong commitment to diversity and inclusion. The Plan will be centered on the redevelopment of JHC's Reed Manor property, which includes 292 units of low-income housing. The CN Plan will seek to replace 100% of those housing units within the neighborhood, or in other areas of opportunity as part of new mixed-income developments.

The JHC also applied for a Rental Assistance Demonstration (RAD) conversion from the federal public housing subsidy to Section 8 (project based) funding and has received a Commitment to enter into a Housing Assistance Payments (CHAP) contract.

Actions to encourage public housing residents to become more involved in management and participate in homeownership

Residents are encouraged to attend resident advisory board meetings, JHC board meetings, talk with their housing managers, and even the Executive Director if warranted. Annual surveys are distributed to tenants to get their opinions on real or perceived conditions at their complex and what improvements they would like to be considered.

During development of the CN Plan, resident engagement will be at the center of the planning process. Over 80 Reed Manor residents attended an in-person workshop in June 2021 for the ongoing Reed Manor Master Plan process. Residents will be strongly encouraged to continue with that level of engagement to make their day-to-day lives better including participation in the Resident Council, CN Steering Committee, and to serve as a Community Ambassador during the CN planning process. A Resident Needs Assessment survey will provide additional data on resident needs, concerns, and housing preferences.

If the PHA is designated as troubled, describe the manner in which financial assistance will be provided or other assistance

The JHC is not a troubled agency.

AP-65 Homeless and Other Special Needs Activities – 91.220(i)

Introduction

The Jackson County Continuum of Care (CoC) is the local homeless assistance planning group which encourages community collaboration to address housing and homeless needs. The CoC is comprised of representatives from a variety of non-profit entities, faith-based organizations, community stakeholders, and state and local governments serving households and individuals experiencing housing crises. The group's focused, structured approach identifies existing needs and resources, detects gaps in service, and monitors emerging conditions. Funding received by the CoC is used to prevent homelessness, rapidly re-house people in a housing crisis, and transform the system so more people can obtain and maintain housing.

Homeless providers in Jackson County use a Homeless Management Information System (HMIS) to collect client-level data, the provision of housing to homeless individuals and families, and persons at risk of homelessness. The CoC also participates in an annual Point-in-Time (PIT) Count where volunteers count both sheltered and unsheltered persons experiencing homelessness on a single night in January.

Describe the jurisdictions one-year goals and actions for reducing and ending homelessness including:

- **Reaching out to homeless persons (especially unsheltered persons) and assessing their individual needs**

City staff will continue to participate with the CoC, including subcommittees, to the extent feasible. It is important not only to keep City leaders aware of the community's health and emerging needs, but also to impart knowledge and understanding of government capabilities and limitations. Exchange of information is essential along with actionable participation by City staff.

Homeless facilities and services are managed and provided through agencies that participate with the CoC. Outreach is conducted at emergency shelters, domestic violence shelters, with youth providers, and through street outreach to locate potential participants. Case managers complete an initial assessment to prioritize need and set housing stability goals.

- **Addressing the emergency shelter and transitional housing needs of homeless persons**

The CoC adopted a Coordinated Entry policy which ensures people with the greatest needs receive priority for any type of housing and homeless assistance. Coordinated Entry does not screen people out for assistance because of perceived barriers to housing or services including, but not limited to, lack of employment or income, drug or alcohol use, or having a criminal record. Clients are linked to community resources which best meet their immediate and future needs.

In late 2021, the City of Jackson created an Affordable Housing Board, funding it with \$3.5m in American Rescue Plan Act (ARPA) funds. Further, the City Council appropriated \$1m to the Department of Neighborhood and Economic Operations to rehabilitate five (5) houses it acquired through the tax reversion process. Upon complete restoration and modernization of these homes, the City will seek a community partner to operate as transitional housing.

- **Helping homeless persons (especially chronically homeless individuals and families, families with children, veterans and their families, and unaccompanied youth) make the transition to permanent housing and independent living, including shortening the period of time that individuals and families experience homelessness, facilitating access for homeless individuals and families to affordable housing units, and preventing individuals and families who were recently homeless from becoming homeless again**

Homeless households are encouraged to obtain an assessment and linkage to available services to help resolve their housing crisis through CAA. Outreach staff is strategically placed in the community to ensure homeless or at-risk households are aware of community resources to prevent or end homelessness. The housing assessment program will continue to assess at-risk households to prevent homelessness by using available prevention resources, shelter diversion tactics, and linkage to mainstream resources to avoid loss of housing.

- **Helping low-income individuals and families avoid becoming homeless, especially extremely low-income individuals and families and those who are: being discharged from publicly funded institutions and systems of care (such as health care facilities, mental health facilities, foster care and other youth facilities, and corrections programs and institutions); or, receiving assistance from public or private agencies that address housing, health, social services, employment, education, or youth needs.**

Preventing homelessness from occurring at all is the most effective means to avoid trauma to families and the creation of a larger crisis which might prevent a household from moving forward successfully. CAA receives funding from HUD to operate a rapid re-housing program, providing short-term assistance to persons at risk of becoming homeless. Coordinating with mainstream providers continues to support effective and efficient access to mainstream benefits by eligible participants.

AP-75 Barriers to affordable housing – 91.220(j)

Introduction:

Conversations with local housing providers reveal affordable housing in Jackson may not necessarily be limited to a specific type of housing but rather addressing the issues that interfere with obtaining housing. Examples of barriers include, but are not limited to, the following:

- Landlords unaware of the laws governing rental housing, including Fair Housing laws and prohibited discriminatory practices.
- Tenants who do not realize their rights as it pertains to rental housing, including Fair Housing laws and awareness of discriminatory practices.
- Exorbitant security deposits, non-refundable application fees, and unaffordable deposits for utilities.
- Inability to obtain utilities in tenant's name.
- Limited public transportation options.
- Poor credit history, especially for youth just out of college, persons facing unexpected life issues, or spoiled as part of a domestic violence situation.
- Rejection of service animals in the unit.
- Refusal to accept Housing Choice Vouchers or charging rents that don't qualify for fair market rent.
- People who are routinely discriminated against often don't notice or identify discrimination. If discrimination is suspected, the tenants are often more interested in finding housing to meet their immediate need rather than going through a lengthy appeal process.

Actions it planned to remove or ameliorate the negative effects of public policies that serve as barriers to affordable housing such as land use controls, tax policies affecting land, zoning ordinances, building codes, fees and charges, growth limitations, and policies affecting the return on residential investment

The City of Jackson does not intentionally create policies, codes, or rules that create barriers to affordable housing, but rather faces the same realities experienced by most municipalities – increasing construction costs, complexity of financing for larger projects, and an affordability gap between incomes and housing costs. Likewise, most policies, ordinances, and/or codes are established to maintain compliance with local, state, and federal guidelines or for health and safety reasons.

City staff will continue to participate with the CoC in developing strategies to remove or ameliorate barriers to affordable housing. The CoC has identified several strategies to implement, including, but not limited to, the following:

- Further the Landlord Advocacy and Education position currently funded for the short term.
- Work with landlords to determine what they would require to expand the number of units available to subsidy.
- Increase the number of landlords willing to rent to Housing Choice Voucher holders.
- Develop a multi-sector strategy to reduce issues involving utilities as a barrier to housing.

AP-85 Other Actions – 91.220(k)

Introduction:

The projects and activities identified in this 2022-2023 Annual Action Plan coincides with the goals and priorities identified in the 2020-2024 Five-Year Consolidated Plan.

Actions planned to address obstacles to meeting underserved needs

City staff will continue to maintain its network of state and local public agencies and non-profit service providers. The use of CDBG or HOME funds to meet underserved needs will be subject to fluctuations in annual funding. Funds may or may not be allocated accordingly.

Actions planned to foster and maintain affordable housing

The City assists low-income homeowners with housing maintenance and emergency repairs through zero interest, low repayment loans. In addition, homebuyer activities involve the construction of new single family homes and the rehabilitation of 16 former LIHTC rental units being purchased by income qualified first-time homebuyers.

The City has partnered with the Jackson Housing Commission (JHC) to develop a Choice Neighborhoods Plan to address public needs. The City intends to fully support the planning process in the hopes of securing a future grant to fund actionable activities. The City also supports the JHC through a RAD conversion process currently underway.

The Jackson City Council also adopted an Affordable Housing ordinance in late 2021, adding Article IX - Affordable Housing Development Board to its Housing ordinance found at Chapter 14 of the City of Jackson Code of Ordinances. The purpose and intent of adding Article IX to Chapter 14 is to:

- 1) Promote the health, safety, and general welfare of the people of the City of Jackson through the implementation of housing goals, objectives, and policies that support economically integrated housing opportunities in the development or rehabilitation of housing;
- 2) Stimulate the production and preservation of owner-occupied and non-owner occupied housing available to low-income individuals or families; and
- 3) Optimize benefits available to low- and moderate-income residents by incentivizing affordable residential housing projects.

Initial stages are underway to develop and train the board, conduct a housing needs assessment for the City of Jackson and a target market analysis. Preliminary funding comes from an appropriation of ARPA resources granted to the City of Jackson.

Actions planned to reduce lead-based paint hazards

Inspections of non-owner occupied housing units will continue to assess deteriorated paint and will be cited as a violation and ordered repaired before a certificate of compliance is issued to the property owner. Any rehabilitation activities that may disturb painted surfaces in a home will receive a combination lead paint inspection/risk assessment and, if hazards exist, will be treated according to the Lead Safe Housing Rule. All actions taken to remediate an identified lead hazard must be approved through a lead clearance examination. The State of Michigan's Department of Health and Human Services recently included Jackson as a target community to address lead hazards through their funding resources.

Actions planned to reduce the number of poverty-level families

The City of Jackson has neither the facilities nor resources 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 make housing affordable to its low- to moderate-income homeowners:

- *Rehabilitation* – up to \$25,000 is available through five (5) year, zero-interest, deferred loans with a partial low repayment component. Eligible homeowners receive assistance to address emergency hazards or upgrade major components nearing the end of their life cycle before they become emergencies.
- *Homebuyer New Construction* – currently under development through the City's CHDO, the Greater Jackson Habitat for Humanity. Four (4) newly constructed single family homes will be sold to income qualified homebuyers.
- *Homeowner Rehabilitation* – the local Community Action Agency will rehabilitate 16 homes in the Partnership Park neighborhood after being purchased by income qualified homebuyers, converting them from LIHTC rentals to single family homes.

In addition, the City ensures tenants have decent, safe, and sanitary living conditions through its Housing Code Enforcement (HCE) program (not federally funded). The HCE program also improves neighborhood living conditions through enforcement of various blight ordinances, such as garbage, inoperable vehicles, noxious weeds and trees, and zoning violations.

Actions planned to develop institutional structure

City staff will continue active participation with the CoC and other collaborative meetings as may be necessary to remain aware of the community's health and emerging needs. Close monitoring of projects implemented by other City departments will ensure compliance with federal rules and regulations and the timely expenditure of CDBG funds. Technical assistance is available to agencies receiving grant funds to aid in conformance.

Actions planned to enhance coordination between public and private housing and social service agencies

Active participation through the Choice Neighborhoods Planning Grant process will strengthen the relationship between the City, the JHC, and various other community service providers. Members of the CoC, of which the City participates, represent various public and non-profit agencies in Jackson that provide mainstream and specialized services to homeless, non-homeless special needs, and general populations and subpopulations. Discussion at monthly CoC meetings always includes identification of emerging needs or gaps in service that need attention.

Program Specific Requirements

AP-90 Program Specific Requirements – 91.220(I)(1,2,4)

Introduction:

While similar in many ways, CDBG and HOME are governed under separate federal regulation with certain requirements specific to each grant. The information below addresses those specific requirements.

Community Development Block Grant Program (CDBG)

Reference 24 CFR 91.220(I)(1)

Projects planned with all CDBG funds expected to be available during the year are identified in the Projects Table. The following identifies program income that is available for use that is included in projects to be carried out.

1. The total amount of program income that will have been received before the start of the next program year and that has not yet been reprogrammed	0
2. The amount of proceeds from section 108 loan guarantees that will be used during the year to address the priority needs and specific objectives identified in the grantee's strategic plan	0
3. The amount of surplus funds from urban renewal settlements	0
4. The amount of any grant funds returned to the line of credit for which the planned use has not been included in a prior statement or plan.	0
5. The amount of income from float-funded activities	0
Total Program Income	0

Other CDBG Requirements

1. The amount of urgent need activities	0
2. The estimated percentage of CDBG funds that will be used for activities that benefit persons of low and moderate income.	70.00%

Overall Benefit - A consecutive period of one, two or three years may be used to determine that a minimum overall benefit of 70% of CDBG funds is used to benefit persons of low and moderate income. Specify the years covered that include this Annual Action Plan.

HOME Investment Partnership Program (HOME)
Reference 24 CFR 91.220(l)(2)

1. A description of other forms of investment being used beyond those identified in Section 92.205 is as follows:

Forms of investment beyond those identified in 24 CFR 92.205 will not be utilized under this plan.

2. A description of the guidelines that will be used for resale or recapture of HOME funds when used for homebuyer activities as required in 92.254, is as follows:

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.

3. A description of the guidelines for resale or recapture that ensures the affordability of units acquired with HOME funds? See 24 CFR 92.254(a)(4) are as follows:

The City's recapture/resale guidelines for acquired properties are the same as noted above under Paragraph 2.

4. Plans for using HOME funds to refinance existing debt secured by multifamily housing that is rehabilitated with HOME funds along with a description of the refinancing guidelines required that will be used under 24 CFR 92.206(b), are as follows:

Activities in this plan do not include refinancing of existing debt secured by multifamily housing rehabilitated with HOME funds.