



AGENDA - CITY COUNCIL MEETING

October 25, 2022

6:30 p.m.

1. **CALL TO ORDER.**
2. **PLEDGE OF ALLEGIANCE - Invocation will be given by Fifth Ward Councilmember Karen Bunnell**
3. **ROLL CALL.**
4. **ADOPTION OF AGENDA.**
5. **PRESENTATIONS/PROCLAMATIONS.**
 - A. **Update on Group Violence Intervention Program -**
 - Elmer Hitt, Director of Police and Fire Services
 - Cheryl Ragland, GVI Program Coordinator
6. **PUBLIC HEARINGS.**
 - A. **Public Hearing and Resolution determining the necessity for street resurfacing on Wildwood Avenue from West Avenue to Steward Avenue**
Resolution ordering the construction and preparation of the special assessment roll.
 - B. **Public Hearing and Resolution determining the necessity for street reconstruction and water and sewer main replacement on Pearl Street from Cooper Street to Waterloo Avenue**
Resolution ordering the construction and preparation of the special assessment roll.
 - C. **Public Hearing and Resolution determining the necessity for street resurfacing on Wisner Street from Wildwood Avenue to Ganson Street**
Resolution ordering the construction and preparation of the special assessment roll.

7. **CITIZEN COMMENTS. (3-Minute Limit)**

8. **PETITIONS & COMMUNICATION FROM CITY STAFF AND OTHER GOVERNMENTAL ENTITIES. (Accept & Place on File).**
 - A. **CDBG, HOME and CDBG-CV Homeless Prevention Financial Summaries**
Accept and place on file the CDBG, HOME and CDBG-CV Homeless Prevention Financial Summaries through September 30, 2022.

9. **CONSENT CALENDAR**
 - A. **Minutes of the Regular Meeting of October 11, 2022**
Approve the minutes of the regular City Council Meeting of October 11, 2022.

 - B. **Special Event Application for the Kiwanis Newspaper Sale**
Approve a request from the Kiwanis Club of Jackson, Michigan to host the Kiwanis Newspaper Sale on December 16, 2022 from 8am to 4pm on the streets and sidewalks of downtown Jackson.

 - C. **Special Event Application for Jackson County Veteran's Council Veteran's Day Ceremony**
Approve a request from the Jackson County Veteran's Council to host their Veteran's Day Ceremony on November 11, 2022 in Withington Park.

 - D. **Special Event Application, Jackson Turkey Trot**
Approve a request from Tina and Jeff Beagle to host the Jackson Turkey Trot on November 24, 2022 in Ella Sharp Park.

 - E. **Amended resolution to accept grant funds from the State of Michigan Department of Natural Resources**
Amend and adopt a resolution to accept a Trust Fund Grant from the State of Michigan Department of Natural Resources for MLK Equality Trail Project from Prospect Street to S. West Avenue and authorization for the Mayor and Clerk to execute the appropriate documents.

10. **OTHER BUSINESS.**

11. **NEW BUSINESS.**
 - A. **Approval of Purchase of Two Patrol Vehicles**

Authorization to purchase two 2023 Ford Police Interceptor utility vehicles through the State of Michigan contract.

B. Approval of Change Order #1 for Fire Station #2 Remodel

Approval of Contract Change Order #1 for Fire Station #2 remodel for additional, necessary work identified by contractors on site.

C. First Amendment to Option Agreement with Pivotal GP Holding LLC f/k/a, MVAH Holding LLC, a Georgia limited liability company

Approve the First Amendment to Option Agreement with Pivotal GP Holding LLC f/k/a, MVAH Holding LLC, a Georgia limited liability company.

D. Changes to the Standard Lighting Contract for streetlights with Consumers Energy for removal of streetlights in Loomis Park

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

E. Changes to the Standard Lighting Contract for streetlights with Consumers Energy for removal of streetlights by the Boos Recreation center

Approve the Resolutions for Changes to the Standard Lighting Contract with Consumers Energy for removal of streetlights by the Boos Recreation Center and authorize the Mayor and City Clerk to execute the appropriate documents.

12. CITY COUNCILMEMBER'S COMMENTS.

13. MANAGER'S COMMENTS.

14. ADJOURNMENT

MEMO TO: Honorable Mayor and City Councilmembers
FROM: Andrea Muray, City Clerk
DATE: October 25, 2022
SUBJECT: Public Hearing and Resolution determining the necessity for street resurfacing on Wildwood Avenue from West Avenue to Steward Avenue.

RECOMMENDATION:

Public hearing of necessity for street resurfacing on Wildwood Avenue from West Avenue to Steward Avenue.

A. Resolution ordering the construction and preparation of the special assessment roll.

A public hearing was established at the City Council's September 27, 2022 meeting for October 25, 2022. The required notice was published in the Jackson Citizen Patriot and a notification letter was sent to each property owner.

Your consideration and concurrence is appreciated.

C: Jonathan Greene, City Manager

RESOLUTION
STREET RESURFACING

BY THE CITY COUNCIL:

WHEREAS, under the authority granted by Ordinance No. 22-8 and 22-12, the City Council has reviewed the report regarding the necessity of street resurfacing on Wildwood Avenue from West Avenue to Steward Avenue the following estimated costs, to wit:

| | |
|--|-------------------|
| Street Construction Assessments | \$ 102,010 |
| Major Street Funds | \$ 7,290 |
| MDOT/FHWA Funds | \$ 190,000 |
| Total Project Cost | \$ 299,300 |

WHEREAS, notice has been duly given that the City Council would hold a public hearing in the City of Jackson on Tuesday, the 25th day of October, 2022 at 6:30 p.m. to hear any and all objections and suggestions by interested parties to said public improvement; and

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

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

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

* * * * *

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

I, 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 25th day of October, 2022.

IN WITNESS WHEREOF, I have hereunto affixed my signature and the seal of the City of Jackson, Michigan, on this 26th day of October, 2022.

Andrea Muray, City Clerk

DEPARTMENTAL REPORT

MEMO TO: Jonathan Greene, City Manager
FROM: Jon H. Dowling, P.E., City Engineer
DATE: September 27, 2022

RECOMMENDATION: Receive the Engineer's Report for street resurfacing on Wildwood Avenue from West Avenue to Steward Avenue and establish October 25, 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 October 25, 2022 for street resurfacing on Wildwood Avenue from West Avenue to Steward 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 | \$102,010 |
| Major Street Funds | \$7,290 |
| MDOT/FHWA Funds | <u>\$190,000</u> |
| Total Project Cost | \$299,300 |

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 Wildwood Avenue was reconstructed in 2006 and was crack sealed in 2017. The roadway has some cracking and potholes. The current PASER rating is 3. The attached photos show the current street conditions.

DISCUSSION OF THE ISSUE

Engineering proposes to mill and resurface the pavement structure with new hot mix asphalt. Sidewalk ramps will be upgraded to comply with current Americans with Disabilities Act (ADA) requirements.

POSITIONS

I request receipt of the Engineer's Report for Wildwood Avenue resurfacing from West Avenue to Steward Avenue and approval of the establishment of October 25, 2022 at the City Council meeting as the time and place to hold a public hearing of necessity.



Photo 1: Wildwood looking east from in front of 541 Wildwood



Photo 2: Wildwood looking west from in front of 541 Wildwood



Photo 3: Wildwood looking east from Edward Street



Photo 4: Wildwood looking west from Edward Street

MEMO TO: Honorable Mayor and City Councilmembers
FROM: Andrea Muray, City Clerk
DATE: October 25, 2022
SUBJECT: Public Hearing and Resolution determining the necessity of street reconstruction and water and sewer main replacement on Pearl Street from Cooper Street to Waterloo Avenue.

RECOMMENDATION:

Public hearing of necessity of street reconstruction and water and sewer main replacement on Pearl Street from Cooper Street to Waterloo Avenue.

A. Resolution ordering the construction and preparation of the special assessment roll.

A public hearing was established at the City Council's September 27, 2022 meeting for October 25, 2022. The required notice was published in the Jackson Citizen Patriot and a notification letter was sent to each property owner.

Your consideration and concurrence is appreciated.

C: Jonathan Greene, City Manager

RESOLUTION
STREET RECONSTRUCTION AND WATER AND SEWER MAIN REPLACEMENT

BY THE CITY COUNCIL:

WHEREAS, under the authority granted by Ordinance No. 22-8 and 22-12, the City Council has reviewed the report regarding the necessity of street reconstruction and water and sewer main replacement on Pearl Street from Cooper Street to Waterloo Avenue the following estimated costs, to wit:

| | |
|--|----------------------------|
| Street Construction Assessments | \$ 339,934 |
| Major Street Funds | \$ 697,521 |
| Water Funds | \$ 1,850,560 |
| Sewer Funds | \$ 1,127,715 |
| <u>EPA Drinking Water Funds</u> | <u>\$ 1,760,000</u> |
| Total Project Cost | \$ 5,775,730 |

WHEREAS, notice has been duly given that the City Council would hold a public hearing in the City of Jackson on Tuesday, the 25th day of October, 2022 at 6:30 p.m. to hear any and all objections and suggestions by interested parties to said public improvement; and

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

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

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

* * * * *

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

I, 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 25th day of October, 2022.

IN WITNESS WHEREOF, I have hereunto affixed my signature and the seal of the City of Jackson, Michigan, on this 26th day of October, 2022.

Andrea Muray, City Clerk

DEPARTMENTAL REPORT

MEMO TO: Jonathan Greene, City Manager
FROM: Jon H. Dowling, P.E., City Engineer
DATE: September 27, 2022

RECOMMENDATION: Receive the Engineer's Report for street resurfacing on Pearl Street from Cooper Street to Waterloo Avenue and establish October 25, 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 October 25, 2022 for street resurfacing on Pearl Street from Cooper Street to Waterloo 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 | \$339,934 |
| Major Street Funds | \$697,521 |
| Water Funds | \$1,850,560 |
| Sewer Funds | \$1,127,715 |
| EPA Drinking Water Funds | <u>\$1,760,000</u> |
| Total Project Cost | \$5,775,730 |

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 Pearl Street was constructed in 1919, overlaid in 1956 and 1978, seal coated in 1998 and was crack sealed in 1998. The roadway has many cracks and potholes. The current PASER rating is 2. The attached photos show the current street conditions.

DISCUSSION OF THE ISSUE

Engineering proposes to construct a new water transmission main on Cooper Street: Michigan Avenue to Pearl Street; Pearl: Cooper to Waterloo Avenue; Waterloo: Pearl to Michigan; Michigan: Waterloo to East Avenue; East: Michigan to Teneyck Street; and Teneyck: East to about 200 feet east of East. This project includes building water distribution mains and sanitary sewer mains on several of these streets. Engineering also proposes to reconstruct Pearl Street from Cooper to Waterloo in this project with full depth of pavement structure with new curb and gutter, a new gravel base and new hot mix asphalt. Sidewalk ramps will be upgraded to comply with current Americans with Disabilities Act (ADA) requirements.

POSITIONS

I request receipt of the Engineer's Report for Pearl Street resurfacing from Cooper Street to Waterloo Avenue and approval of the establishment of October 25, 2022 at the City Council meeting as the time and place to hold a public hearing of necessity.



Photo 1: Pearl Street looking east from Cooper Street



Photo 2: Pearl Street mid block between Cooper and Pearl looking east



Photo 3: Pearl Street at Park Avenue looking east



Photo 4: Pearl Street mid block between Park Avenue and Van Dorn looking east



Photo 5: Pearl Street at Van Dorn looking east



Photo 6: Pearl Street mid block between Van Dorn and Perrine looking east



Photo 7: Pearl Street at Perrine looking east



Photo 8: Pearl Street between Perrine and State looking east



Photo 9: Pearl Street at State looking east



Photo 10: Pearl Street between State and Waterloo looking east

MEMO TO: Honorable Mayor and City Councilmembers
FROM: Andrea Muray, City Clerk
DATE: October 25, 2022
SUBJECT: Public Hearing and Resolution determining the necessity for street resurfacing on Wisner Street from Wildwood Avenue to Ganson Street.

RECOMMENDATION:

Public hearing of necessity for street resurfacing on Wisner Street from Wildwood Avenue to Ganson Street.

A. Resolution ordering the construction and preparation of the special assessment roll.

A public hearing was established at the City Council's September 27, 2022 meeting for October 25, 2022. The required notice was published in the Jackson Citizen Patriot and a notification letter was sent to each property owner.

Your consideration and concurrence is appreciated.

C: Jonathan Greene, City Manager

RESOLUTION
STREET RESURFACING

BY THE CITY COUNCIL:

WHEREAS, under the authority granted by Ordinance No. 22-8 and 22-12, the City Council has reviewed the report regarding the necessity of street resurfacing on Wisner Street from Wildwood Avenue to Ganson Street the following estimated costs, to wit:

| | |
|--|-------------------|
| Street Construction Assessments | \$ 128,947 |
| Major Street Funds | \$ 25,157 |
| MDOT/FHWA Funds | \$ 72,600 |
| Total Project Cost | \$ 226,704 |

WHEREAS, notice has been duly given that the City Council would hold a public hearing in the City of Jackson on Tuesday, the 25th day of October, 2022 at 6:30 p.m. to hear any and all objections and suggestions by interested parties to said public improvement; and

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

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

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

* * * * *

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

I, 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 25th day of October, 2022.

IN WITNESS WHEREOF, I have hereunto affixed my signature and the seal of the City of Jackson, Michigan, on this 26th day of October, 2022.

Andrea Muray, City Clerk

DEPARTMENTAL REPORT

MEMO TO: Jonathan Greene, City Manager
FROM: Jon H. Dowling, P.E., City Engineer
DATE: September 27, 2022

RECOMMENDATION: Receive the Engineer's Report for street resurfacing on Wisner Street from Wildwood Avenue to Ganson Street and establish October 25, 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 October 25, 2022 for street resurfacing on Wisner Street from Wildwood Avenue to Ganson Street. 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 | \$128,947 |
| Major Street Funds | \$25,157 |
| MDOT/FHWA Funds | <u>\$72,600</u> |
| Total Project Cost | \$226,704 |

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 Wisner Street was reconstructed in 1967, overlaid in 1994, seal coated in 1997 and was crack sealed in 1998. The roadway has some cracking and potholes. The current PASER rating is 2. The attached photos show the current street conditions.

DISCUSSION OF THE ISSUE

Engineering proposes to mill and resurface the pavement structure with new hot mix asphalt. Sidewalk ramps will be upgraded to comply with current Americans with Disabilities Act (ADA) requirements.

POSITIONS

I request receipt of the Engineer's Report for Wisner Street resurfacing from Wildwood Avenue to Ganson Street and approval of the establishment of October 25, 2022 at the City Council meeting as the time and place to hold a public hearing of necessity.



Photo 1: Wisner Street looking south from in front of 315 N. Wisner Street



Photo 2: Wisner Street looking north from in front of 315 N. Wisner Street



Photo 3: Wisner Street looking south from the railroad crossing



Photo 4: Wisner Street looking north from the railroad crossing

MEMO TO: Mayor and City Councilmembers
FROM: Jonathan Greene, City Manager
DATE: October 25, 2022
SUBJECT: Accept and place on file the CDBG, HOME, and CDBG-CV Homeless Prevention Financial Summaries through September 30, 2022

Recommendation:

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

Attached is a memo from Shane LaPorte, the Director of Community Development, regarding accepting and placing on file the CDBG, HOME, and CDBG-CV Homeless Prevention Financial Summaries through September 30, 2022. Monthly expenses includes Personnel Salaries & Expenses, Administration Cost, City Attorney Expenses, and Homeowner Emergency Hazard / Major Component Cost.

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

JG

DEPARTMENTAL REPORT

MEMO TO: Jonathan Greene, City Manager

FROM: Shane LaPorte, Director of Community Development

DATE: October 25, 2022

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

SUMMARY

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

Monthly expenses included:

- Personnel – Salaries & Expenses
- Administration – Rehabilitation Administration Cost
- City Attorney Expenses
- Homeowner Emergency Hazards / Major Component Cost
 - ❖ 207 W. Mansion – Roofing System

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

ATTACHMENTS

City of Jackson
Community Development Block Grant
Monthly Financial Summary
For the Three Months Ended September 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 2021/2022 | 145,000 | 109,937 | 11,888 | 34,205 | 144,141 | 859 | 99.4% |
| FY 2022 / 2023 | 120,000 | - | - | 90 | 90 | 119,910 | 0.1% |
| <u>Code Enforcement</u> | | | | | | | |
| 2 City Attorney Office | | | | | | | |
| FY 2021/2022 | 20,000 | 20,000 | - | - | 20,000 | - | 100.0% |
| FY 2022 / 2023 | 25,000 | - | 2,088 | 2,088 | 2,088 | 22,912 | 8.4% |
| <u>Rehabilitation Projects</u> | | | | | | | |
| 3 Rehabilitation Administration | | | | | | | |
| FY 2021/2022 | 135,000 | 108,932 | - | 26,068 | 135,000 | - | 100.0% |
| FY 2022 / 2023 | 120,000 | - | 14,957 | 31,757 | 31,757 | 88,243 | 26.5% |
| 4 City Emergency Hazard Repair Program | | | | | | | |
| FY 2020/2021 | 497,059 | 479,248 | 17,476 | 17,476 | 496,724 | 335 | 99.9% |
| FY 2022 / 2023 | 250,000 | - | - | - | - | 250,000 | 0.0% |
| <u>Street Projects</u> | | | | | | | |
| 5 Special Assessments | | | | | | | |
| FY 2019/2020 | 25,000 | 4,365 | - | 1,715 | 6,080 | 18,920 | 24.3% |
| 6 Cooley: Morrell to Biddle | | | | | | | |
| FY 2021/2022 | 175,176 | 170,936 | - | - | 170,936 | 4,240 | 97.6% |
| 7 Biddle: Mechanic to MLK Jr Dr | | | | | | | |
| FY 2021/2022 | 134,702 | 130,463 | - | - | 130,463 | 4,239 | 96.9% |
| 8 Perrine-Burr | | | | | | | |
| FY 2021/2022 | 56,500 | 42,692 | - | - | 42,692 | 13,808 | 75.6% |
| FY 2022/2023 | 463,000 | - | - | - | - | 463,000 | 0.0% |

**City of Jackson
Community Development Block Grant
Monthly Financial Summary
For the Three Months Ended September 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>Recreation -Other Projects</u> | | | | | | | |
| 9 Loomis Park Court Improvements | 312,849 | 304,867 | - | - | 304,867 | 7,982 | 97.4% |
| 10 Boo Center Improvements | | | | | | | |
| FY 2020/2021 | 305,000 | 245,982 | - | - | 245,982 | 59,018 | 80.6% |
| FY 2021/2022 | 1,005,980 | 75,180 | - | - | 75,180 | 930,800 | 7.5% |
| FY 2022/2023 | 241,133 | - | - | - | - | 241,133 | 0.0% |
| <u>Demolition</u> | | | | | | | |
| 11 Demolition | | | | | | | |
| FY 2020/2021 | 300,000 | 241,639 | - | - | 241,639 | 58,361 | 80.5% |
| FY 2021/2022 | 75,000 | - | - | - | - | 75,000 | 0.0% |
| FY 2022 / 2023 | 150,000 | - | - | - | - | 150,000 | 0.0% |

City of Jackson
HOME
Monthly Financial Summary
For the Three Months Ended September 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 2019/2020 | 55,068 | 54,384 | - | - | 54,384 | 684 | 98.8% |
| 2 HOME Administration | | | - | | | | |
| 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 | - | - | 16,000 | - | 100.0% |
| FY 2022/2023 | 30,000 | - | - | - | - | 30,000 | 0.0% |
| 3 CHDO Reservation | | | | | | | |
| FY 2019/2020 | 503,052 | 358,955 | - | 21,079 | 380,034 | 123,018 | 75.5% |
| FY 2020/2021 | 287,439 | - | - | - | - | 287,439 | 0.0% |
| FY 2021/2022 | 118,329 | - | - | - | - | 118,329 | 0.0% |
| FY 2022/2023 | 129,404 | - | - | - | - | 129,404 | 0.0% |
| 4 CHDO Operating Expenses | | | | | | | |
| FY 2019/2020 | 18,000 | 3,958 | - | 4,834 | 8,793 | 9,207 | 48.8% |
| FY 2020/2021 | 16,800 | - | - | - | - | 16,800 | 0.0% |
| FY 2022/2023 | 17,226 | - | - | - | - | 17,226 | 0.0% |
| 5 Partnership Park - Homeowner Rehabilitation (CAA) | | | | | | | |
| FY 2021/2022 | 200,000 | - | - | - | - | 200,000 | 0.0% |
| FY 2022/2023 | 200,000 | - | - | - | - | 200,000 | 0.0% |

City of Jackson
2020/8 CV Homeless Prevention
Monthly Financial Summary
For the Three Months Ended September 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 | 12,383 | - | - | 12,383 | 47,617 | 20.6% |
| 2 CDBG-CV Admin CAA FY 2020/2021 | 33,270 | 33,270 | - | - | 33,270 | - | 100.0% |
| <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 | 41,112 | 41,112 | - | - | 41,112 | - | 100.0% |
| 5 Water Shut-off Protection FY 2020/2021 | 35,313 | 35,313 | - | - | 35,313 | - | 100.0% |
| <u>Parks & Recreation</u> | | | | | | | |
| 6 Boos Center - HVAC | 319,425 | 97,207 | - | 75,055 | 172,262 | 147,163 | 53.9% |
| 7 Boos Center - Trail | 336,325 | - | - | - | - | 336,325 | 0.0% |



CITY COUNCIL MEETING MINUTES
October 11, 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 Fourth Ward Councilmember Laura Dwyer Schlecte.

ROLL CALL:

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

Absent: Fifth Ward Councilmember Karen Bunnell.

Also present: City Manager Jonathan Greene, City Attorney Matthew Hagerty, City Clerk Andrea Muray, City Assessor Jason Yoakam, Director of Police and Fire Services Elmer Hitt, Director of Parks and Recreation Kelli Hoover, Chief Equity Officer John Willis, Director of Community Development Shane LaPorte, City Engineer Jon Dowling, and Assistant City Engineer Troy White.

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, and Forgrave (6). Nays: none. Motion carried.

PRESENTATIONS/PROCLAMATIONS:

A. Sheriff to present on Jail Millage

Sheriff Gary Schuette, Undersheriff Chris Simpson, and Captain Anthony Stewart provided Council with an overview of the recommended Jackson County Jail improvements that would be paid for by the proposed millage.

B. Environmental Commission – Solid Waste Collection in the City of Jackson

Kelli Kazmier of the Environmental Commission provided Council with information on the benefits of a centralized solid waste collection program.

PUBLIC HEARINGS:

A. Recess as a City Council and Convene as a Board of Review

Motion was made by Councilmember Gunn, seconded by Councilmember Schlecte to recess as a City Council and convene as a Board of Review. Vote – Yeas: Mayor Mahoney, Vice Mayor Robinson, Councilmembers Dancy, Gunn, Schlecte, and Forgrave (6). Nays: none. Motion carried.

1. Public Hearing on Special Assessment Roll No. 3437 for street reconstruction and water and sewer main replacement on Perrine Street from Michigan Avenue to Pearl Street

Motion was made by Councilmember Dancy, seconded by Councilmember Schlecte to open the public hearing on Special Assessment Roll No. 3437 for street reconstruction and water and sewer main replacement on Perrine Street from Michigan Avenue to Pearl Street. Vote – Yeas: Mayor Mahoney, Vice Mayor Robinson, Councilmembers Dancy, Gunn, Schlecte, and Forgrave (6). Nays: none. Motion carried.

No comments were offered.

Motion was made by Councilmember Schlecte, seconded by Vice Mayor Robinson to close the public hearing. Vote – Yeas: Mayor Mahoney, Vice Mayor Robinson, Councilmembers Dancy, Gunn, Schlecte, and Forgrave (6). Nays: none. Motion carried.

a) *Resolution confirming Roll No. 3437*

Motion was made by Councilmember Schlecte, seconded by Councilmember Forgrave to approve the resolution confirming Roll No. 3437. Vote – Yeas: Mayor Mahoney, Vice Mayor Robinson, Councilmembers Dancy, Gunn, Schlecte, and Forgrave (6). Nays: none. Motion carried.

2. Public Hearing on Special Assessment Roll No. 3438 for street reconstruction and water and sewer main replacement on Perrine Street from Pearl Street to Burr Street

Motion was made by Vice Mayor Robinson, seconded by Councilmember Dancy to open the public hearing on Special Assessment Roll No. 3438 for street reconstruction and water and sewer main replacement on Perrine Street from Pearl Street to Burr Street. Vote – Yeas: Mayor Mahoney, Vice Mayor Robinson, Councilmembers Dancy, Gunn, Schlecte, and Forgrave (6). Nays: none. Motion carried.

Sue Denton, 800/802 E. Michigan Avenue* spoke during the public hearing. Luis Santiago, 308 Perrine, protested the project via email.

*property part of Special Assessment Roll No. 3437

Motion was made by Vice Mayor Robinson, seconded by Councilmember Forgrave to close the public hearing. Vote – Yeas: Mayor Mahoney, Vice Mayor Robinson, Councilmembers Dancy, Gunn, Schlecte, and Forgrave (6). Nays: none. Motion carried.

b) *Resolution confirming Roll No. 3438*

Motion was made by Councilmember Forgrave, seconded by Councilmember Schlecte to approve the resolution confirming Roll No. 3438. Vote – Yeas: Mayor Mahoney, Vice Mayor Robinson, Councilmembers Gunn, Schlecte, and Forgrave (5). Nays: Councilmember Dancy (1). Motion carried.

B. Adjourn as a Board of Review and Reconvene as City Council

Motion was made by Vice Mayor Robinson, seconded by Councilmember Schlecte to adjourn as a Board of Review and reconvene as City Council. Vote – Yeas: Mayor Mahoney, Vice Mayor Robinson, Councilmembers Dancy, Gunn, Schlecte, and Forgrave (6). Nays: none. Motion carried.

C. Public Hearing and Resolution to adopt the First Amendment to the Brown field Plan Development and Reimbursement Agreement for 241 West Michigan Avenue (Commonwealth and Associates, Inc.), Parcel ID 4-01400000

Motion was made by Councilmember Schlecte, seconded by Vice Mayor Robinson to open the public hearing and resolution to adopt the First Amendment to the Brownfield Plan Development and Reimbursement Agreement for 241 West Michigan Avenue (Commonwealth and Associates, Inc.). Vote – Yeas: Mayor Mahoney, Vice Mayor Robinson, Councilmembers Dancy, Gunn, Schlecte, and Forgrave (6). Nays: none. Motion carried.

No comments were offered.

Motion was made by Vice Mayor Robinson, seconded by Councilmember Gunn to close the hearing. Vote – Yeas: Mayor Mahoney, Vice Mayor Robinson, Councilmembers Dancy, Gunn, Schlecte, and Forgrave (6). Nays: none. Motion carried.

1. Resolution in support

Motion was made by Councilmember Schlecte, seconded by Councilmember Gunn to approve the resolution in support. Vote – Yeas: Mayor Mahoney, Vice Mayor Robinson, Councilmembers Dancy, Gunn, Schlecte, and Forgrave (6). Nays: none. Motion carried.

CITIZEN COMMENTS:

Citizen comments were heard and the meeting continued.

PETITIONS & COMMUNICATION FROM CITY STAFF AND OTHER GOVERNMENTAL ENTITIES:

A. Recommendation for No-Mow May

Receive the letter of recommendation (dated September 21, 2022) for City Council to implement No-Mow May to allow grass to grow to create habitat for early season pollinators.

Motion was made by Councilmember Forgrave, seconded by Councilmember Schlecte to receive the letter of recommendation for No-Mow May. The motion was amended by Councilmember Forgrave, seconded by Councilmember Schlecte to include a January timeline for staff to bring the item back to Council. Vote was taken on the motion as amended. Vote – Yeas: Mayor Mahoney, Vice Mayor Robinson, Councilmembers Dancy, Gunn, Schlecte, and Forgrave (6). Nays: none. Motion carried.

CONSENT CALENDAR:

A. Minutes of the Special Meeting of September 27, 2022

Approve the minutes of the special City Council Meeting of September 27, 2022.

B. Minutes of the Regular Meeting of September 27, 2022

Approve the minutes of the regular City Council Meeting of September 27, 2022.

C. A Resolution establishing the hours between 6:00 p.m. and 8:00 p.m. on Halloween; Monday, October 31, 2022 as the time to 'Trick or Treat' in the City of Jackson.

D. Special Event Application: Strickland & Shawyer Wedding

Approve a request from Jeffrey Strickland to host a wedding on November 12, 2022 in Bucky Harris Park.

E. Special Event Application: Ella Sharp Museum Cemetery Tour

Approve a request from the Ella Sharp Museum to host their Cemetery Tour on October 19, 2022 in Greenwood Cemetery.

F. Resignation from Human Relations Commission

Accept Maurice Imhoff's resignation from the Human Relations Commission, effective immediately.

Motion was made by was made by Councilmember Gunn, seconded by Councilmember Schlecte to approve the consent calendar. Vote – Yeas: Mayor Mahoney, Vice Mayor Robinson, Councilmembers Dancy, Gunn, Schlecte, and Forgrave (6). Nays: none. Motion carried.

OTHER BUSINESS: none.

NEW BUSINESS:

A. Award the Optimist Playground and Basketball Court Project Contract to R.W. Mercer of Jackson, Michigan in the amount of \$329,393.00

Recommendation: *Award the Optimist Park Playground Project Contract to R.W. Mercer of Jackson, Michigan in the amount of \$329,393.00.*

Motion was made by Councilmember Schlecte, seconded by Councilmember Dancy to award the Optimist Park Playground and Basketball Court Project Contract to R.W. Mercer of Jackson, Michigan in the amount of \$329,393.00. Vote – Yeas: Mayor Mahoney, Vice Mayor Robinson, Councilmembers Dancy, Gunn, Schlecte, and Forgrave (6). Nays: none. Motion carried.

- B. Award the Change Order 1 for the Loomis Park Playground Project to R.W. Mercer in the increased amount of \$25,560, for additional spoils and roof drains and authorize the City Manager and Director of Parks and Recreation Department to execute the appropriate document**

Recommendation: *Award the Change Order No. 1 for the Loomis Park Playground Project to R.W. Mercer in the increased amount of \$25,560, for additional spoils and roof drains and authorize the City Manager and Director of Parks and Recreation to execute the appropriate document.*

Motion was made by Councilmember Dancy, seconded by Vice Mayor Robinson to award the Change Order No. 1 for the Loomis Park Playground Project to R. W. Mercer in the increased amount of \$25,560 for additional spoils and rood drains and authorize the City Manager and Director of Parks and Recreation to execute the appropriate document. Vote – Yeas: Mayor Mahoney, Vice Mayor Robinson, Councilmembers Dancy, Gunn, Schlecte, and Forgrave (6). Nays: none. Motion carried.

- C. Award the purchase of a new greens mower to Spartan Distributors of Sparta, Michigan in the amount of \$44,141.75**

Recommendation: *Award the purchase of a new greens mower to Spartan Distributors of Sparta, Michigan in the amount of \$44,141.75.*

Motion was made by Councilmember Schlecte, seconded by Councilmember Gunn to award the purchase of a new greens mower to Spartan Distributors of Sparta, Michigan in the amount of \$44,141.75. City Manager Jonathan Greene notified Council that the amount needed for the purchase would be less; the new total being \$38,756.55. A friendly amendment was made by Councilmember Schlecte, seconded by Councilmember Gunn to update the amount to \$38,756.55. Vote was taken on the motion as amended. Vote – Yeas: Mayor Mahoney, Vice Mayor Robinson, Councilmembers Dancy, Gunn, Schlecte, and Forgrave (6). Nays: none. Motion carried.

- D. Accepting grant funds from the State of Michigan Department of Natural Resources**

Recommendation: *Adopt a resolution to accept a Trust Fund Grant from the State of Michigan Department of Natural Resources for MLK Equality Trail Project from Prospect Street to S. West Avenue and authorization for the Mayor and Clerk to execute the appropriate documents.*

Motion was made by Councilmember Gunn, seconded by Vice Mayor Robinson to accept a trust fund grant from the State of Michigan Department of Natural Resources. Vote – Yeas: Mayor Mahoney, Vice Mayor Robinson, Councilmembers Dancy, Gunn, Schlecte, and Forgrave (6). Nays: none. Motion carried.

E. Resolution for approval of a contract with the Michigan Department of Transportation for traffic signal work on Greenwood Avenue at the intersection of High Street

Recommendation: *Approve a resolution to enter into a contract with the Michigan Department of Transportation (MDOT) for signal modernization at the Greenwood Avenue and High Street intersection, and authorize the Mayor and City Clerk to execute the appropriate documents.*

Motion was made by Vice Mayor Robinson, seconded by Councilmember Forgrave to approve the resolution approving a contract with the Michigan Department of Transportation for traffic signal work on Greenwood Avenue at the intersection of High Street. City Manager Jonathan Greene made Council aware of a calculation error; the construction work estimate should be \$317,100. Vote – Yeas: Mayor Mahoney, Vice Mayor Robinson, Councilmembers Dancy, Gunn, Schlecte, and Forgrave (6). Nays: none. Motion carried.

F. Contract Award for WWTP Culvert Engineering

Recommendation: *Approval of the award for the WWTP Culvert Engineering contract to Fishbeck, Inc. of Grand Rapids, Michigan in the amount of \$155,470.00, and authorization for the Mayor and City Clerk to execute the appropriate document(s).*

Motion was made by Councilmember Schlecte, seconded by Councilmember Forgrave to approve the award for the WWTP Culvert Engineering. Vote – Yeas: Mayor Mahoney, Vice Mayor Robinson, Councilmembers Dancy, Gunn, Schlecte, and Forgrave (6). Nays: none. Motion carried.

G. Approve a Revocable License for a barrier free ramp at the building entrance to Judicial Services Group, Ltd at 401 South Jackson Street

Recommendation: *Approve a Revocable License for Judicial Services Group, Ltd for the installation of a barrier free ramp within the Jackson Street right-of-way at 401 S. Jackson Street and authorize the Mayor and City Clerk to execute the appropriate document(s).*

Motion was made by Councilmember Schlecte, seconded by Councilmember Dancy to approve a revocable license for a barrier free ramp at the building entrance to the Judicial Services Group, LTD at 401 South Jackson Street. Vote – Yeas: Mayor Mahoney, Vice Mayor Robinson, Councilmembers Dancy, Gunn, Schlecte, and Forgrave (6). Nays: none. Motion carried.

H. Petition for Alley Vacation – Habitat for Humanity

Recommendation: *Conditional approval of the Mason/Franklin Alley vacation subject to review and approval of the Engineering Department.*

Motion was made by Councilmember Schlecte, seconded by Vice Mayor Robinson to approve the petition for alley vacation for Habitat for Humanity (subject to review and approval of the Engineering Department). Vote – Yeas: Mayor Mahoney, Vice Mayor Robinson, Councilmembers Dancy, Gunn, Schlecte, and Forgrave (6). Nays: none. Motion carried.

I. Zoning Map Amendment – Rezone 508 Third Street (Parcel #3-0240)

Recommendation: *Rezone 508 Third Street (Parcel #3-0240) from R-2, One and Two Family Residential to R-3, Multiple Family Residential.*

Motion was made by Councilmember Schlecte, seconded by Councilmember Forgrave to approve the zoning map amendment – rezone 508 Third Street, parcel #3-0240. Vote – Yeas: Mayor Mahoney, Vice Mayor Robinson, Councilmembers Dancy, Gunn, Schlecte, and Forgrave (6). Nays: none. Motion carried.

J. Approve the Contract Award for the 2022 CDBG Street Reconstruction with Water and Sewer Main Replacement project on Perrine Street, to Concord Excavating, of Concord, Michigan

Recommendation: *Approval of an award for the contract for the 2022 CDBG Street Reconstruction with Water and Sewer Main Replacement project on Perrine Street from Michigan Avenue to Burr Street to Concord Excavating, of Concord, Michigan at a cost of \$1,260,987.65, and 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 approve the contract award for the 2022 CDBG Street Reconstruction with Water and Sewer Main Replacement Project on Perrine Street to Concord Excavating of Concord, Michigan. Vote – Yeas: Mayor Mahoney, Vice Mayor Robinson, Councilmembers Dancy, Gunn, Schlecte, and Forgrave (6). Nays: none. Motion carried.

CITY COUNCILMEMBER’S COMMENTS:

Mayor Mahoney, Vice Mayor Robinson, and Councilmembers Dancy, Gunn, Schlecte, and Forgrave all offered comments.

MANAGER’S COMMENTS:

City Manager Jonathan Greene offered comments.

ADJOURNMENT:

No further business being offered, a motion to adjourn was made by Councilmember Dancy, seconded by Councilmember Schlecte. Vote was done by voice with all in favor. Mayor Mahoney adjourned the meeting at 8:48 p.m.

MEMO TO: Mayor and City Council Members
FROM: Jonathan Greene, City Manager
DATE: October 25, 2022
SUBJECT: Special Event Application for the Kiwanis Newspaper Sale

Recommendation:

Approve a request from the Kiwanis Club of Jackson, Michigan to host the Kiwanis Newspaper Sale on December 16, 2022 from 8 am to 4 pm on the streets and sidewalks of downtown Jackson.

Attached is a memo from Cory Mays regarding the Special Event Application for the Kiwanis Newspaper Sale.

I recommend approval of the special event application for the Kiwanis Newspaper Sale. Your consideration and concurrence is appreciated.

JG

DEPARTMENTAL REPORT

MEMO TO: Jonathan Greene, City Manager

FROM: Cory L. Mays, Executive Director, DDA

DATE: October 25, 2022

RECOMMENDATION: Approve a request from the Kiwanis Club of Jackson, Michigan to host the Kiwanis Newspaper Sale on December 16, 2022 from 8 am to 4 pm on the streets and sidewalks of downtown Jackson.

SUMMARY: This yearly event started in 1918, as a way to raise funds to purchase shoes and boots for kindergarten – sixth grade students in the Jackson Public Schools.

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

None

INSURANCE STATUS

On file and current (approved by the city attorney's office)

ATTACHMENTS: Special Event Application: Kiwanis Newspaper Sale



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

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

Make checks payable to "Downtown Development Authority"

Special Event Application Policy

Additional charges may occur if policies are broken.

1. The applicant or representative of any business, group, or organization that seeks approval to conduct a special event must be 21 years of age or older.
2. No ground stakes are allowed on City property. Tents and inflatables must be weighted down.
3. Glitter and confetti are prohibited at all events.
4. No plugging into outlets without prior approval.
5. For events utilizing street space, all fixtures (tents, vehicles, trucks, etc.) must be placed near the curbs to allow for emergency vehicle access.
6. No alcoholic beverages allowed unless proper paperwork is provided along with City Council approval. Alcoholic beverages must be consumed within the area in which they are served. No containers, open or closed, may leave the event area unless approval is granted.
7. Only a removable medium, such as chalk and/or tape, can be used to mark event area or routes. No paint of any kind is permitted. Tape must be removed once event is over.
8. One temporary sign/banner is permitted with your event, provided it measures no more than 12 ft² and does not block any intersections, driveways, or right-of-ways.

Applicant Information

| | | |
|--|------------------------------|--|
| Sponsoring Organization Legal Name: KIWANIS CLUB OF JACKSON, MICHIGAN | | Phone: (517) 740-3008 |
| Address: P.O. BOX 1426 JACKSON, MI 49204 | | Website: WWW.KIWANISJACKSON.ORG |
| Tax ID#: 38-6070174 | Phone: 517-740-3008 | Email: JOEWOLFE1948@GMAIL.COM |
| Contact Name: JOE WOLFE | Phone: | Email: |
| Contact Name During Event: JOE WOLFE | Phone: (517) 740-3008 | |

Event Information

| | | | | | |
|-------------|------------------------------|--------------|---------------|----------------|-----------------|
| Event Name: | Event Date(s): | Set up Time: | Start Time: | End Time: | Tear Down Time: |
| | FRIDAY, DEC. 16, 2022 | N/A | 8:00AM | 4:00 PM | N/A |

Has this event occurred before? Yes, (if yes, how many previous years? 104 YRS.) No

Do you expect this event to occur again next year? YES What is the expected attendance for this event? N/A

Type of Event (please check all that apply)

- Walk/Run Festival March/Parade Other: _____

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

- Horace Blackman Park
 Bucky Harris Park
 Ella Sharp Park (requires Ella Sharp Board approval)
- GrandRiver Farmers Market Pavilion
 CP Federal City Square (Stage)
 MLK Equality Trail

Other Location: CITY SIDEWALKS - POST OFFICE - RESTAURANTS - BANKS

Streets: MICHIGAN AVE, COATLAND, MECHANIC, JACKSON ST.

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.

EVERY DECEMBER SINCE 1918, THE KIWANIS CLUB HAS SOLD THEIR SPECIAL EDITION NEWSPAPER TO RAISE FUNDS FOR SHOES & BOOTS FOR NEEDY JACKSON PUBLIC SCHOOL K-6 GRADERS. LAST YEAR ABOUT 400 CHILDREN RECEIVED SHOES AND/OR BOOTS.

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

| | |
|---------------------------------------|-------------------------------------|
| Street Name: <u>N/A</u> | 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: N/A
 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 <input checked="" type="checkbox"/> (MUST also be provided by all vendors) | <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 (if needed) <u>N/A</u> | <ul style="list-style-type: none"> Identifying "City of Jackson" & "Jackson Downtown Development Authority" as additional insured |
| XCU Fireworks Liability Insurance <u>N/A</u> (if needed; required for all fireworks displays) | <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 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 type="checkbox"/> Requested Reserved Parking <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: J. Wolfe

Date: 10/26/2020

| 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 |

MEMO TO: Mayor and City Council Members
FROM: Jonathan Greene, City Manager
DATE: October 15, 2022
SUBJECT: Special Event Application: Jackson County Veteran's Council Veteran's Day Ceremony

Recommendation:

Approve a request from the Jackson County Veteran's Council to host their Veteran's Day Ceremony on November 11, 2022 in Withington Park.

Attached is a memo and supporting paperwork from Cory Mays regarding the Special Event Application for the Jackson County Veteran's Council Veteran's Day Ceremony.

I recommend approval of the special event application for the Jackson County Veteran's Council Veteran's Day Ceremony. Your consideration and concurrence is appreciated.

JG

DEPARTMENTAL REPORT

MEMO TO: Jonathan Greene, City Manager

FROM: Cory L. Mays, Executive Director, DDA

DATE: October 25, 2022

RECOMMENDATION: Approve a request from the Jackson County Veteran's Council to host their Veteran's Day Ceremony on November 11, 2022 in Withington Park.

SUMMARY: A celebration of Veterans and their sacrifice for our nation

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 | | \$200.00 |
| | | <i>TOTAL</i> | <i>\$200.00</i> |

CONDITIONS & CONSIDERATIONS

Police officer on site; 15-foot mobile stage

INSURANCE STATUS

Included as part of the DDA/City of Jackson liability insurance policy

ATTACHMENTS: Special Event Application: Veteran's Day Ceremony



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.

- 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 County Veterans Council | |
| Address: 3200 Lansing Ave, 49202 70 Amer Legion Post 29 | Phone: (517) 960-9268 |
| Tax ID#: | Website: |
| Contact Name: David Welihan | Phone: 517-960-9268 Email: david_welihan@hotmail.com |
| Contact Name: | Phone: Email: |
| Contact Name During Event: | Phone: () |

Event Information

| Event Name: Veterans Day Celebration | | | | |
|--------------------------------------|--------------------|-------------------|-----------------|-----------------------|
| Event Date(s): | Event Set up Time: | Event Start Time: | Event End Time: | Event Tear Down Time: |
| 11/11/2022 | 10:30 am | 11:00 am | 12:00 pm | 12:00 pm |

Has this event occurred before? Yes, (if yes, how many previous years?) 75+ No

Do you expect this event to occur again next year? Yes What is the expected attendance for this event? 150+

Type of Event (please check all that apply)

Walk/Run Festival March/Parade Other: Celebrate Veterans

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 type="checkbox"/> Other Location: _____ | |
| <input type="checkbox"/> Streets: _____ | |
| <input checked="" type="checkbox"/> Other Park: <u>Withington Park</u> | |

Brief description of Event

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

A gathering of veterans and others to celebrate and honor veterans of Jackson County.

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

| | |
|--|-------------------------------------|
| Street Name: _____ | Cross Streets _____ |
| Closure Start Date: <u>N/A</u> 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: outlet to plug in PA system
 Amount of electrical wattage needed: 110v Amount of plug ins: one
 Locations of where plugs are needed: At site already at park
****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 1 Special Event (low resources), and would like to be considered for eligibility to enter a Hold Harmless Agreement with The City of Jackson in lieu of providing the above-required insurance documentation.

Event Map Details of all event activities MUST be included.

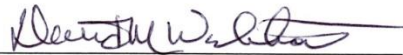
| | | |
|---|--|---|
| <input type="checkbox"/> Route Plan | <input type="checkbox"/> Emergency Vehicle Access | <input type="checkbox"/> Restroom Locations |
| <input type="checkbox"/> Vendor Locations | <input type="checkbox"/> Dispersal Locations N/A | <input type="checkbox"/> Tables |
| <input type="checkbox"/> Tent Locations | <input type="checkbox"/> Trash Receptacles | <input type="checkbox"/> Requested Reserved Parking N/A |
| <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: 13 Sept 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, 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



MEMO TO: Mayor and City Council Members
FROM: Jonathan Greene, City Manager
DATE: October 25, 2022
SUBJECT: Special Event Application: Jackson Turkey Trot

Recommendation:

Approve a request from Tina & Jeff Beagle to host the Jackson Turkey Trot on November 24, 2022 in Ella Sharp Park.

Attached is a memo and supporting paperwork from Cory Mays regarding the Special Event Application for the Jackson Turkey Trot.

I recommend approval of the special event application for the Jackson Turkey Trot. Your consideration and concurrence is appreciated.

JG

DEPARTMENTAL REPORT

MEMO TO: Jonathan Greene, City Manager

FROM: Cory L. Mays, Executive Director, DDA

DATE: October 25, 2022

RECOMMENDATION: Approve a request from Tina & Jeff Beagle to host the Jackson Turkey Trot on November 24, 2022 in Ella Sharp Park.

SUMMARY: Annual 5/10k run/walk event

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 | | \$500.00 |
| Neighborhood & Economic Operations | X | | \$0.00 |
| Parks & Recreation | X | | \$0.00 |
| Police | X | | \$430.00 |
| <u>Public Works</u> | X | | \$800.00 |
| | <i>TOTAL</i> | | <i>\$1,730.00</i> |

CONDITIONS & CONSIDERATIONS

Police assistance, fire assistance, road closures, stage on wheels

INSURANCE STATUS

Current and on-file with the DDA and City Attorney

ATTACHMENTS: Special Event Application: Jackson Turkey Trot



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 checked="" 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.

- 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: Jackson Turkey Trot | |
| Address: P.O. Box 52, Hanover, MI 49241 | Phone: (517) 795-4970 |
| Tax ID#: 02-0721597 (JASN) | Website: JacksonTurkeyTrot.com |
| Contact Name: Jeff Beagle | Phone: (517) 795-4970 Email: JacksonTurkeyTrot@gmail.com |
| Contact Name: Tina Beagle | Phone: (517) 745-7988 Email: JacksonTurkeyTrot@gmail.com |
| Contact Name During Event: Jeff Beagle | Phone: (517) 795-4970 |

Event Information

| Event Name: Jackson Turkey Trot | | | | |
|---|------------------------|-----------------------|------------------------|------------------------|
| Event Date(s): | Event Set up Time: | Event Start Time: | Event End Time: | Event Tear Down Time: |
| 11/24/22 Thanksgiving Day (A.M.) | 5 am 11/24/2022 | 8am 11/24/2022 | 10am 11/24/2022 | 11am 11/24/2022 |

Has this event occurred before? Yes, (if yes, how many previous years? 17) 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: Near the Pavion / Carter's Courner and/or by the Rotunda

Streets: _____

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.

Run / Walk Race Event 5K / 10K Running & Walking event.
Start & Finish will be roughly in front of the Planetarium to Rotunda at Ella Sharp Park.
The event will be kept within Ella Sharp Park roads.
See Map.

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

Street Name: SEE ATTACHED MAP Cross Streets _____

Closure Start Date: Nov. 24, 2022 Time: 5:30am Closure End Date: Nov. 24, 2022 Time: 12pm

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: PA Music system (Mic & Speakers) timing, finish line arch & computers

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 20 - 30 Tall

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

Other: 6 Road Closures (Barricades) 12 - No Parking Signs. Parking also on ball field, East & across from Putt Putt - see attached

Insurance

Please request the following documentation from your insurance carrier.

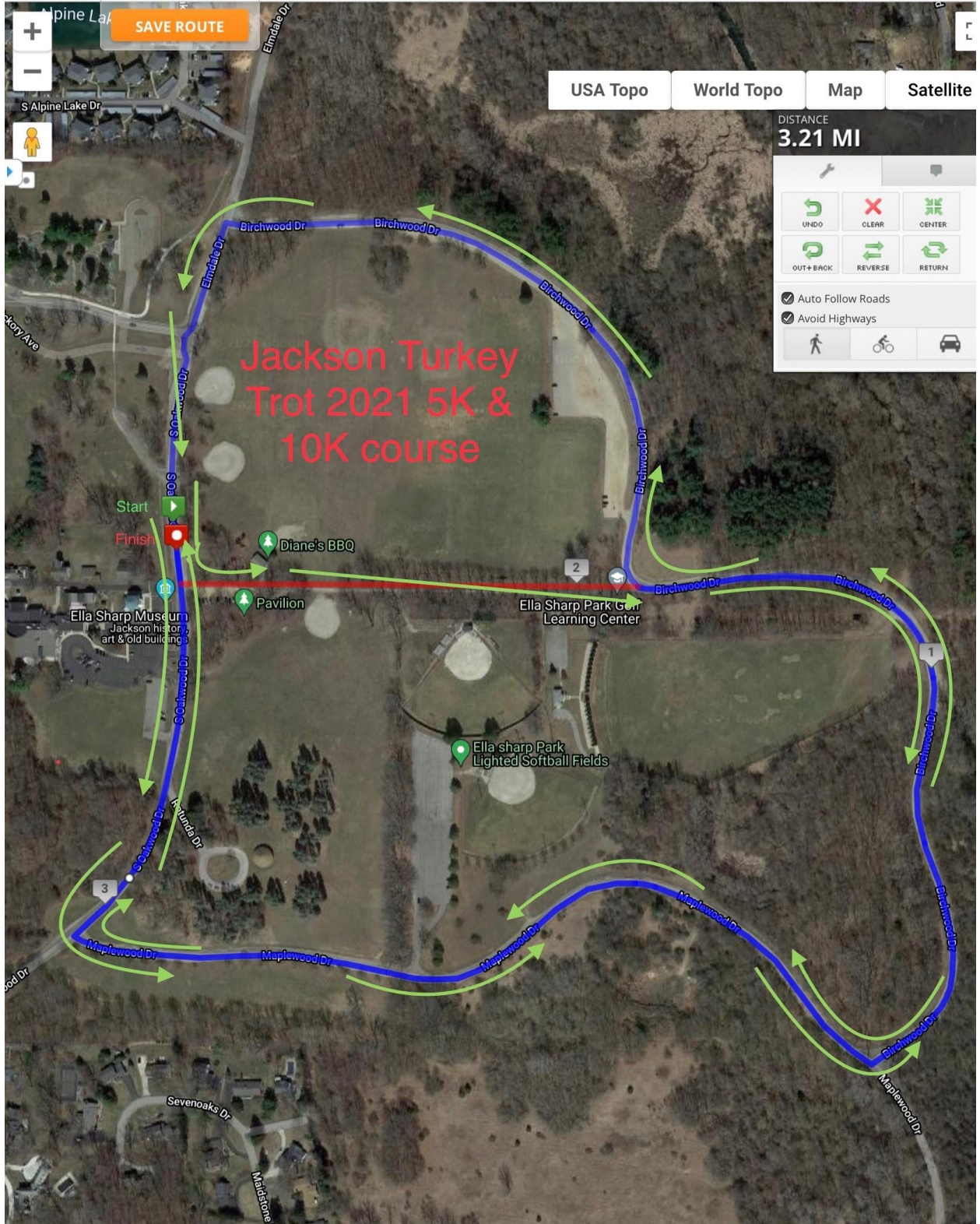
| Insurance Type | Requirements |
|--|---|
| Certificate of Liability Insurance <i>(MUST also be provided by all vendors)</i> | <ul style="list-style-type: none"> Showing a liability coverage of at least \$1,000,000 Identifying "City of Jackson" & "Jackson Downtown Development Authority as additional 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 checked="" type="checkbox"/> Route Plan | <input checked="" type="checkbox"/> Emergency Vehicle Access | <input checked="" type="checkbox"/> Restroom Locations |
| <input type="checkbox"/> Vendor Locations | <input type="checkbox"/> Dispersal Locations | <input checked="" type="checkbox"/> Tables |
| <input checked="" type="checkbox"/> Tent Locations | <input checked="" type="checkbox"/> Trash Receptacles | <input checked="" type="checkbox"/> Requested Reserved Parking |
| <input type="checkbox"/> Assembly Locations | <input checked="" 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.*





CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)

10/4/2022

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 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).

| | | |
|---|--|-------------------------------------|
| PRODUCER Walton Insurance Group 2929 Spring Arbor Rd. P.O. Box 3029 Jackson MI 49204 | CONTACT NAME: Pamela Bacon PHONE (A/C No. Ext): (517)787-2600 E-MAIL ADDRESS: pbacon@waltoninsurancegroup.com | FAX (A/C, No): (517)787-3857 |
| | INSURER(S) AFFORDING COVERAGE | |
| INSURED Jackson Autism Support Network P.O. Box 394 Jackson MI 49204 | INSURER A: Auto Owners Insurance Company | |
| | INSURER B: | |
| | INSURER C: | |
| | INSURER D: | |
| | INSURER E: | |
| | INSURER F: | |

COVERAGES

CERTIFICATE NUMBER: CL2222824188

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.

| INSR LTR | TYPE OF INSURANCE | ADDL INSD | SUBR WVD | POLICY NUMBER | POLICY EFF (MM/DD/YYYY) | POLICY EXP (MM/DD/YYYY) | LIMITS | |
|----------|---|-----------|----------|---------------|-------------------------|-------------------------|-------------------------------------|--------------|
| A | <input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: <input checked="" type="checkbox"/> POLICY <input type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC OTHER: | X | | 06298868 | 5/13/2022 | 5/13/2023 | EACH OCCURRENCE | \$ 1,000,000 |
| | DAMAGE TO RENTED PREMISES (Ea occurrence) | | | | | | \$ 50,000 | |
| | | | | | | | MED EXP (Any one person) | \$ 5,000 |
| | | | | | | | PERSONAL & ADV INJURY | \$ 1,000,000 |
| | | | | | | | GENERAL AGGREGATE | \$ 2,000,000 |
| | | | | | | | PRODUCTS - COMP/OP AGG | \$ 2,000,000 |
| | | | | | | | | \$ |
| | AUTOMOBILE LIABILITY <input type="checkbox"/> ANY AUTO <input type="checkbox"/> ALL OWNED AUTOS <input type="checkbox"/> HIRED AUTOS <input type="checkbox"/> SCHEDULED AUTOS <input type="checkbox"/> NON-OWNED AUTOS | | | | | | COMBINED SINGLE LIMIT (Ea accident) | \$ |
| | | | | | | | BODILY INJURY (Per person) | \$ |
| | | | | | | | BODILY INJURY (Per accident) | \$ |
| | | | | | | | PROPERTY DAMAGE (Per accident) | \$ |
| | | | | | | | | \$ |
| | UMBRELLA LIAB <input type="checkbox"/> EXCESS LIAB <input type="checkbox"/> OCCUR <input type="checkbox"/> CLAIMS-MADE DED <input type="checkbox"/> RETENTION \$ | | | | | | EACH OCCURRENCE | \$ |
| | | | | | | | AGGREGATE | \$ |
| | | | | | | | | \$ |
| | WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below | | | | | | PER STATUTE | OTH-ER |
| | | | | | | | E.L. EACH ACCIDENT | \$ |
| | | | | | | | E.L. DISEASE - EA EMPLOYEE | \$ |
| | | | | | | | E.L. DISEASE - POLICY LIMIT | \$ |

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)

City of Jackson and Downtown Development Authority are additional insured for event being held 11-24-2022.

CERTIFICATE HOLDER

(517)768-6435 cmays@cityofjackson.org

City of Jackson
 Downtown Development Authority
 161 W. Michigan Ave.
 Jackson, MI 49201

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.

AUTHORIZED REPRESENTATIVE

Pamela Bacon/PBACO

Pamela Bacon

© 1988-2014 ACORD CORPORATION. All rights reserved.

ACORD 25 (2014/01)

The ACORD name and logo are registered marks of ACORD

INS025 (201401)

MEMO TO: Mayor and City Councilmembers
FROM: Jonathan Greene, City Manager
DATE: October 25, 2022
SUBJECT: Accepting grant funds from the State of Michigan Department of Natural Resources.

Recommendation:

Adopt and amend a resolution to accept a Trust Fund Grant from the State of Michigan Department of Natural Resources for MLK Equality Trail Project from Prospect Street to S. West Avenue and authorization for the Mayor and Clerk to execute the appropriate documents.

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

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

JG

DEPARTMENTAL REPORT

MEMO TO: Jonathan Greene, City Manager
FROM: Kelli Hoover, Director Parks, Recreation and Cemeteries
DATE: October 25, 2022

RECOMMENDATION: Approval and amend a resolution to accept a grant from the Michigan Department of Natural Resources (MDNR) for trail construction from Prospect to S. West Avenue along the MLK Equality Trail and authorization for the Mayor and Clerk to execute the appropriate documents.

SUMMARY

Attached is a resolution to accept the MDNR Trust Fund Grant for the trail upgrades along the MLK Equality Trail from Prospect Street to S. West Avenue.

BUDGETARY CONSIDERATIONS

The trail project will be funded through the following areas;

| | |
|--------------------------|-----------|
| MDNR Trust Fund Grant | \$300,000 |
| Public Improvement Funds | \$300,000 |

HISTORY, BACKGROUND and DISCUSSION

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

DISCUSSION OF THE ISSUE

This upgrade of the original trail to 12ft concrete path are part of the trail upgrades continuation from the MLK Center at Weatherwax Rd over the next several years.

POSITIONS

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

RESOLUTION

BY THE CITY COUNCIL:

WHEREAS, the City of Jackson seeks to extend the City Trail upgrade from Prospect Street to S. West Avenue, and

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

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

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

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

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

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

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


* * * * *

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

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

IN WITNESS WHEREOF, I have hereto affixed
my signature and the seal of the City of Jackson,
Michigan, on this ____ day of _____, 2022.

DEPARTMENTAL REPORT

MEMO TO: Jonathan Greene, City Manager
FROM: Elmer J. Hitt, Director of Police and Fire Services 
DATE: October 25, 2022
RECOMMENDATION: Approval of Purchase of Two Patrol Vehicles

SUMMARY

The Jackson Police Department is requesting authorization to purchase two 2023 Ford Police Interceptor utility vehicles through the State of Michigan contract.

BUDGETARY CONSIDERATIONS

The current purchase price is \$42,950 per vehicle. Three patrol vehicles were budgeted in FY 21/22 for a total cost of \$107,097. Those three vehicles are on order, however we have yet to take possession and have not expended those funds. For FY 22/23, \$110,250 was budgeted for the purchase of three patrol vehicles. Because of the \$6,200 increase in cost per vehicle, we are requesting authorization to purchase two. The total price for the two requested vehicles is \$85,900.

HISTORY, BACKGROUND and DISCUSSION

The Ford Interceptor Utility vehicle is a pursuit rated all-wheel drive vehicle which has been proven to serve the Department and the public very well.

DISCUSSION OF THE ISSUE

The Jackson Police Department's fleet continues to age. Replacement vehicles are difficult to obtain due to supply chain interruptions for many of the components used in vehicle manufacturing. It is in the City's best interest to purchase these vehicles so we can continue to maintain the Department's fleet in order to best serve the citizens of Jackson.

POSITION

I recommend approval of the purchase of two patrol vehicles.

ATTACHMENTS

MEMO TO: Mayor and City Councilmembers
FROM: Jonathan Greene, City Manager
DATE: October 25, 2022
SUBJECT: Purchase of Patrol Vehicles

Recommendation:

Authorize purchase of two patrol vehicles at the contract price of \$42,950

Attached is a memorandum from Director Elmer Hitt regarding the need to purchase two patrol vehicles.

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

Macomb County Bid Price
(Bid #21-18, MY2020) in the
State of Michigan
2023 Utility Police Interceptor
Major Standard Equipment

MECHANICAL

- Axle Ratio – 3.73 (AWD)
- Brakes – 4-Wheel Heavy-Duty Disc w/H.D. Front and Rear Calipers
- Column Shifter
- DC/DC converter – 220-Amp (in lieu of alternator)
- Drivetrain – All-Wheel-Drive
- Electric Power-Assist Steering (EPAS) – Heavy-Duty
- Engine – 3.3L V6 Direct-Injection Hybrid Engine System
- Engine – 3.3L V6 Direct-Injection FFV with 10-Speed Automatic Transmission (136-MPH Top Speed)
Note: Deletes Regenerative Braking and Lithium-Ion Battery Pack; adds 250-Amp Alternator, replaces H7 AGM battery (800 CCA/80-amp) with H7 SLI battery (730 CCA/80-amp) and replaces 19-gallon tank with 21.4-gallon tank
- Engine – 3.0L V6 EcoBoost® with 10-Speed Automatic Transmission – (148-MPH Top Speed)
Note: Deletes Regenerative Braking and Lithium-Ion Battery Pack; adds 250-Amp Alternator, replaces H7 AGM battery (800 CCA/80-amp) with H7 SLI battery (730 CCA/80-amp) and replaces 19-gallon tank with 21.4-gallon tank
- Engine Hour Idle Meter
- Engine Hour Meter
- Engine Oil Cooler
- Fuel Tank – 19-gallons
- H7 AGM Battery (800 CCA/80-amp)
- Lithium-Ion Battery Pack
- Suspension – independent front & rear
- Transmission – 10-speed automatic

EXTERIOR

- Antenna, Roof-mounted
 - Cladding – Lower bodyside cladding MIC
 - Door Handles – Black (MIC)
 - Exhaust True Dual (down-turned)
 - Front-Door-Lock Cylinders (Front Driver / Passenger / Liftgate)
 - Glass – 2nd Row, Rear Quarter and Liftgate Privacy Glass
 - Grille – Black (MIC)
 - Headlamps – Automatic, LED Low-and-High-Beam
Note: Includes Front Headlamp / Police Interceptor Housing (with LED wig-wag feature)
— Pre-drilled hole for side marker police use, does not include LED strobe, but includes LED wig-wag functionality (eliminates need to drill housing assemblies and provides LED wig-wag feature)
— Pre-molded side warning LED holes with standard sealed capability (does not include LED installed lights)
— Wig-wag default is traditional ping-pong pattern; can be programmed to triple-burst pattern or ping-pong / triple-burst
Note: Must be wired to vehicle's light controller to enable wig-wag functionality; recommend Ready for the Road Package (67H) or Ultimate Wiring Package (67U)
 - Liftgate – Manual 1-Piece – Fixed Glass w/Door-Lock Cylinder
 - Mirrors – Black Caps (MIC), Power Electric Remote, Manual Folding with Integrated Spotter (integrated blind spot mirrors not included when equipped with BLIS®)
 - Spare – Full size 18" Tire w/TPMS
 - Spoiler – Painted Black
 - Tailgate Handle – (MIC)
 - Tail lamps – LED
 - Tires – 255/60R18 A/S BSW
 - Wheel-Lip Molding – Black (MIC)
 - Wheels – 18" x 8.0 painted black steel with wheel hub cover
 - Windshield – Acoustic Laminated
- INTERIOR/COMFORT**
- Cargo Hooks
 - Climate Control – Dual-Zone Electronic Automatic Temperature Control (DEATC)
 - Door-Locks
— Power
— Rear-Door Handles and Locks Operable
 - Fixed Pedals (Driver Dead Pedal)
 - Floor – Flooring – Heavy-Duty Thermoplastic Elastomer
 - Glove Box – Locking/non-illuminated
 - Grab Handles – (1 – Front-passenger side, 2-Rear)

INTERIOR/COMFORT (continued)

- Liftgate Release Switch located in overhead console (45 second timeout feature)
 - Lighting
— Overhead Console
— Red/White Task Lighting in Overhead Console
— 3rd row overhead map light
 - Mirror – Day/night Rear View
 - Particulate Air Filter
 - Powerpoints – (1) First Row
 - Rear-door closeout panels
 - Rear-window Defrost
 - Scuff Plates – Front & Rear
 - Seats
— 1st Row Police Grade Cloth Trim, Dual Front Buckets with reduced bolsters
— 1st Row – Driver 6-way Power track (fore/aft, Up/down, tilt with manual recline, 2-way manual lumbar)
— 1st Row – Passenger 2-way manual track (fore/aft, with manual recline)
— Built-in steel intrusion plates in both driver/passenger seatbacks
— 2nd Row Vinyl, 35/30/35 Split Bench Seat (manual fold-flat, no tumble) – fixed seat track
 - Speed (Cruise) Control
 - Speedometer – Calibrated (includes digital readout)
 - Steering Wheel – Manual / Tilt / Telescoping, Urethane wheel finish w/Silver Painted Bezels with Speed Controls and 4-user configurable latching switches
 - Sun visors, color-keyed, non-illuminated
 - Universal Top Tray – Center of I/P for mounting aftermarket equipment
 - Windows, Power, 1-touch Up/Down Front Driver/Passenger-Side with disable feature
- SAFETY/SECURITY**
- AdvanceTrac® w/RSC® (Roll Stability Control™)
 - Airbags, dual-stage driver & front-passenger, side seat, passenger-side knee, Roll Curtain Airbags and Safety Canopy®
 - Anti-Lock Brakes (ABS) with Traction Control
 - Brakes – Police calibrated high-performance regenerative braking system
 - Belt-Minder® (Front Driver / Passenger)
 - Child-Safety Locks (capped)
 - Individual Tire Pressure Monitoring System (TPMS)
 - LATCH (Lower Anchors and Tethers for Children) system on rear outboard seat locations
 - Rearview Camera with Washer viewable in 4.2" center stack.
 - Seat Belts, Pretensioner/Energy-Management System w/adjustable height in 1st Row
 - SOS Post-Crash Alert System™
- FUNCTIONAL**
- Audio
— AM/FM / MP3 Capable / Clock / 4-speakers
— Bluetooth® interface
— 4.2" Color LCD Screen Center-Stack "Smart Display"
Note: Standard radio does not include USB Port or Aux. Audio Input Jack; Aux. Audio Input Jack requires SYNC 3®
 - Easy Fuel® Capless Fuel-Filler
 - Ford Telematics™ – Includes Ford Modem and complimentary 2-year trial subscription
 - Front door tether straps (driver/passenger)
 - Power pigtail harness
 - Recovery Hooks; two in front and trailer bar in rear
 - Simple Fleet Key (w/o microchip, easy to replace; 4-keys)
 - Two-way radio pre-wire
 - Two (2) 50 amp battery ground circuits – power distribution junction block (behind 2nd row passenger seat floorboard)
 - Wipers – Front Speed-Sensitive Intermittent; Rear Dual Speed Wiper Wipers – Front
- WARRANTY**
- 3 Year / 36,000 Miles Bumper / Bumper
 - 8 Year / 100,000 Miles Hybrid Unique Components
- POWERTRAIN CARE EXTENDED SERVICE PLAN**
- 5-year/100,000-mile Powertrain CARE Extended Service Plan (zero deductible) – Standard

Police Interceptor Utility Base Prices

| | | |
|-------------------------------------|---|--------------------|
| <input checked="" type="checkbox"/> | Utility All Wheel Drive (3.3L V6 Direct-Injection FFV, 136 MPH, 99B/44U) K8A/500A | \$41,610.00 |
| <input type="checkbox"/> | Utility All Wheel Drive (3.0L V6 EcoBoost, 148 MPH, 99C/44U) K8A/500A | \$44,984.00 |
| <input type="checkbox"/> | Utility All Wheel Drive (3.3L V6 Direct-Injection Hybrid Eng., 136 MPH, 99W/44B) K8A/500A | \$44,136.00 |

| <u>VEHICLE COLOR: Order Code</u> | <u>Interior Trim Color</u> | |
|----------------------------------|----------------------------|------------|
| | <u>Charcoal Black (96)</u> | |
| Arizona Beige Metallic Clearcoat | [E3] | [] |
| Medium Brown Metallic | [BU] | [] |
| Dark Toreador Red Metallic | [JL] | [] |
| Dark Blue | [LK] | [] |
| Royal Blue | [LM] | [] |
| Light Blue Metallic | [LN] | [] |
| Vermillion Red | [E4} | [] |
| Smokestone Metallic | [HG] | [] |
| Silver Grey Metallic | [TN] | [] |
| Iconic Silver Metallic | [JS] | [] |
| Agate Black | [UM] | [] |
| Oxford White | [YZ] | [x] |
| Blue Metallic | [FT] | [] |
| Sterling Grey Metallic | [UJ] | [] |
| Medium Titanium Metallic | [YG] | [] |
| Carbonized Grey | [M7] | [] |

INTERCEPTOR OPTIONAL FEATURES:

| <u>Flooring/Seats</u> | <u>Code</u> | <u>\$Cost</u> |
|--|-------------|---------------|
| <input type="checkbox"/> 1st and 2nd row carpet floor covering | 16C | 125.00 |
| <input type="checkbox"/> 2nd Row Cloth Seats | F6/ 88F | 60.00 |
| <input type="checkbox"/> Power passenger seat (6-way) w/manual recline and lumbar | 87P | 325.00 |
| <input type="checkbox"/> Rear Console Plate (Not available with Interior Upgrade Pkg – 65U) | 85R | 45.00 |
| <input checked="" type="checkbox"/> Interior Upgrade Package | 65U | 390.00 |
| <ul style="list-style-type: none"> • 1st and 2nd Row Carpet Floor Covering • Cloth Seats – Rear • Center Floor Console less shifter w/unique Police console finish plate • Includes Console and Top Plate with 2 cup holders • Floor Mats, front and rear (carpeted) • Deletes the standard console mounting plate (85D) • SYNC® 3 <ul style="list-style-type: none"> – Enhanced Voice Recognition Communications and Entertainment System – 4.2" Color LCD Screen Center-Stack "Smart Display" – AppLink® – 911 Assist® | | |
| <p>Note: SYNC® AppLink® lets you control some of your favorite compatible mobile apps with your voice. It is compatible with select smartphone platforms.</p> | | |

Lamps/Lighting

| | | |
|---|------------|---------------|
| <input checked="" type="checkbox"/> Dark Car Feature – Courtesy lamp disable when any door is opened | 43D | 20.00 |
| <input type="checkbox"/> Daytime Running Lamps | 942 | 45.00 |
| <input type="checkbox"/> Side Marker Lights in Skull Caps | 63B/60A | 340.00 |
| <input type="checkbox"/> Rear Quarter Glass Side Marker Lights | 63L | 575.00 |
| <input type="checkbox"/> Front Warning Auxiliary Light (Driver side – Red / Passenger side – Blue) | 21L/60A | 600.00 |
| <input type="checkbox"/> Rear Auxiliary Liftgate Lights (Red/Blue LED Lights; located beneath liftgate glass in applique panel) | 43A | 395.00 |
| <input type="checkbox"/> Front Interior Windshield Warning Lights (Red/Blue with take down) | 96W | 1145.00 |
| <input type="checkbox"/> Rear Spoiler Traffic Warning Light | 96T | 1495.00 |
| <input type="checkbox"/> Dome Lamp – Red/White in Cargo Area | 17T | 50.00 |
| <input type="checkbox"/> Pre-wiring for grille lamp, siren, and speaker | 60A | 50.00 |
| <input type="checkbox"/> Spot Lamp – Driver Only (LED Bulbs) (Unity) | 51R | 395.00 |
| <input type="checkbox"/> Spot Lamp – Driver Only (LED Bulbs) (Whelen) | 51T | 420.00 |
| <input checked="" type="checkbox"/> Spot Lamp – Dual (driver and passenger) (LED Bulbs) (Unity) | 51S | 620.00 |
| <input type="checkbox"/> Spot Lamp – Dual (driver and passenger) (LED Bulbs) (Whelen) | 51V | 665.00 |

Body

| | | |
|--|-----|--------|
| [] Glass – Solar Tint 2nd and 3rd Row (Deletes Privacy Glass) | 92G | 120.00 |
| [] Glass – Solar Tint 2nd Row (Privacy Glass on Rear Quarter and Liftgate Window) | 92R | 85.00 |
| [] Deflector Plate | 76D | 335.00 |

Wheels

| | | |
|--|-----|--------|
| [] Wheel Covers (18" Full Face Wheel Cover) | 65L | 60.00 |
| [] 18" Painted Aluminum Wheel | 64E | 475.00 |

Misc

| | | |
|--|------------|---------------|
| [] Engine Block Heater | 41H | 90.00 |
| [] License Plate Bracket – Front | 153 | N/C |
| [] Badge Delete (Police Interceptor Badge Only) | 16D | N/C |
| [x] 100 Watt Siren/Speaker (includes bracket and pigtail) | 18X | 300.00 |
| [] Aux Air Conditioning | 17A | 610.00 |
| [] Noise Suppression Bonds (Ground Straps) | 60R | 100.00 |
| [] Low-Band Frequency Noise Suppression Kit (Recommended when Using two-way radio communication devices that operate in the 39 – 46 MHz range (Channels 1-9). Provides noise suppression for in-car two-way radio communication devices in the 39-46 MHz frequency range. | 68E | 195.00 |
| [] OBD-II Split Connector – Allows up to 2 devices to be connected to the vehicle's OBD-II port | 61B | 55.00 |
| [] My Speed Fleet Management | 43S | 60.00 |

Audio/Video

| | | |
|--|-----|--------|
| [] Rear View Camera (Includes Electrochromic Rear View Mirror – Video is displayed in rear view mirror) Note: This option would replace the camera that comes standard in the 4" center stack area. | 87R | N/C |
| [] Rear Camera On-Demand – allows driver to enable rear camera on-demand | 19V | 230.00 |

Doors/Windows

| | | |
|---|------------|--------------|
| [] Global Lock / Unlock feature (Door-panel switches will lock/unlock all doors and rear liftgate. Eliminates the overhead console liftgate unlock switch) ***** OLD STYLE REAR HATCH LOCK / UNLOCK ***** | 18D | N/C |
| [] Hidden Door Lock Plunger, Rear Door Handle and Rear Windows Inoperable | 52P | 160.00 |
| [x] Rear Door Handles Inoperable/Locks Inoperable and Rear Windows Inop. | 68G | 75.00 |
| [x] Lock system; Single Key/All Vehicles Keyed Alike | 59 | 50.00 |
| Keyed Alike 1284x= 59B Keyed Alike 1294x= 59C Keyed Alike 0135x= 59D | | |
| Keyed Alike 1435x= 59E Keyed Alike 0576x= 59F Keyed Alike 0151x= 59G | | |
| Keyed Alike 1111x= 59J | | |

Safety & Security

| | | |
|--|------------|---------------|
| [] Ballistic Door Panels – Driver Front Door Only (Level 3) | 90D | 1585.00 |
| [] Ballistic Door Panels – Driver & Pass Front Doors (Level 3) | 90E | 3170.00 |
| [] Ballistic Door Panels – Driver Front Door Only (Level 4+) | 90F | 2415.00 |
| [] Ballistic Door Panels – Driver & Pass Front Doors (Level 4+) | 90G | 4830.00 |
| [] BLIS® – Blind Spot Monitoring with Cross Traffic Alert | 55B/54Z | 545.00 |
| [] Police Perimeter Alert – detects motion in an approximately 270-degree radius on sides and back of vehicle; if movement is determined to be a threat, chime will sound at level I. Doors will lock and windows will automatically go up at level II. Includes visual display in instrument cluster with tracking. | 68B | 675.00 |
| [] Pre-Collision Assist with Pedestrian Detection (includes Forward Collision Warning and Automatic Emergency Braking and unique disable switch for Law Enforcement use) Note: Not available with option 96W | 76P | 145.00 |
| [] Mirrors– Heated, Non BLIS | 549 | 60.00 |
| [] Perimeter Anti-Theft Alarm – Activated by Hood, Door, or Decklid | 593/55F | 460.00 |
| [] Remote Keyless Entry w/4 Key Fobs (w/o Keypad) | 55F | 340.00 |
| [] Police Engine Idle Feature | 47A | 260.00 |
| [] Extra Key \$6.00x____ = | Parts | 6.00 ea |
| [] Remote Starter (Must Order Keyless Entry 55F) | Parts | 550.00 |
| [x] Reverse Sensing | 76R | 275.00 |
| [] Class III Trailer Tow Lighting Package (4-pin and 7-pin connectors and wiring) | 52T | 80.00 |
| [] H8 AGM Battery (900 CCA/92-amp) | 19K | 110.00 |
| [] Gun Vault (Not Available with (17A) Aux Air Conditioning) | 63V | 245.00 |

| | | | |
|-----|---|-----|---------|
| [] | <u>12.1" Integrated Computer Screen</u> | 47E | 2745.00 |
| | <ul style="list-style-type: none"> • Includes 12.1" touchscreen display in center stack and allows for operation of laptop in remote location to free up cabin space in front passenger area • Includes Audio Video extender (AVX) box, (2) AVX cables, (2) USB cables and (1) HDMI cable • Includes SYNC 3 ® | | |
| [] | <u>Front Headlamp Lighting Solution</u> | 66A | 895.00 |
| | <ul style="list-style-type: none"> • Includes LED Low beam/High beam headlamp, Wig-wag function and Red/Blue/White LED side warning lights (driver's side White/Red / passenger side White/Blue) • Includes pre-wire for grille LED lights, siren and speaker (60A) • Wiring, LED lights included. Controller "not" included <p>Note: Not available with option: 67H Note: Recommend using Ultimate Wiring Package (67U)</p> | | |
| [] | <u>Police Wire Harness Connector Kit – Front/Rear</u> | 67V | 185.00 |
| | <p>For connectivity to Ford PI Package solutions includes:</p> <ul style="list-style-type: none"> • Front <ul style="list-style-type: none"> – (2) Male 4-pin connectors for siren – (5) Female 4-pin connectors for lighting/siren/speaker – (1) 4-pin IP connector for speakers – (1) 4-pin IP connector for siren controller connectivity – (1) 8-pin sealed connector – (1) 14-pin IP connector • Rear <ul style="list-style-type: none"> – (2) Male 4-pin connectors for siren – (5) Female 4-pin connectors for lighting/siren/speaker – (1) 4-pin IP connector for speakers – (1) 4-pin IP connector for siren controller connectivity – (1) 8-pin sealed connector – (1) 14-pin IP connector <p>Note: Note: See Upfitters guide for further detail www.fordpoliceinterceptorupfit.com</p> | | |
| [] | <u>Tail Lamp/Police Interceptor Housing Only</u> | 86T | 60.00 |
| | <ul style="list-style-type: none"> • Pre-existing holes with standard twist lock sealed capability (does not include LED Strobe lights) (eliminates need to drill housing assemblies) <p>Note: Not available with options: 66B and 67H</p> | | |
| [] | <u>Tail Lamp Lighting Solution</u> | 66B | 430.00 |
| | <ul style="list-style-type: none"> • Includes LED lights plus two (2) rear integrated hemispheric lighthouse white LED side Warning lights in taillamps • LED lights only. Wiring, controller "not" included <p>Note: Not available with option: 67H Note: Recommend using Ultimate Wiring Package (67U)</p> | | |
| [] | <u>Rear Lighting Solution</u> | 66C | 455.00 |
| | <ul style="list-style-type: none"> • Includes two (2) backlit flashing linear high-intensity LED lights (driver's side red / passenger side blue) mounted to inside liftgate glass • Includes two (2) backlit flashing linear high-intensity LED lights (driver's side red / Passenger side blue) installed on inside lip of liftgate (lights activate when liftgate is open) • LED lights only. Wiring, controller "not" included <p>Note: Not available with option: 67H Note: LED lights only – does "not" include wiring or controller Note: Recommend using Ultimate Wiring Package (67U)</p> | | |
| [] | <u>Ultimate Wiring Package</u> | 67U | 560.00 |
| | <ul style="list-style-type: none"> • Rear console mounting plate (85R) – contours through 2nd row; channel for wiring • Pre-wiring for grille LED lights, siren and speaker (60A) • Wiring harness I/P to rear cargo area (overlay) – Two (2) light cables – supports up to six (6) LED lights (engine compartment/grille) – One (1) 10-amp siren/speaker circuit engine cargo area • Rear hatch/cargo area wiring – supports up to six (6) rear LED lights • Does "not" include LED lights, side connectors or controller – Recommend Police Wire Harness Connector Kit 67V <p>Note: Not available with options: 65U, 67H</p> | | |

| | | |
|---|-------------------|-----------------------|
| <p>[] <u>Ready for the Road Package All-in Complete Package</u></p> <p>All-in Complete Package – Includes Police Interceptor Packages: 66A, 66B, 66C, plus</p> <ul style="list-style-type: none"> • Whelen Cencom Light Controller Head with dimmable backlight • Whelen Cencom Relay Center / Siren / Amp w/Traffic Advisor control (mounted behind 2nd row seat) • Light Controller / Relay Cencom Wiring (wiring harness) w/additional input/output pigtails • High current pigtail • Whelen Specific WECAN Cable (console to cargo area) connects Cencom to Control Head • Pre-wiring for grille LED lights, siren and speaker (60A) • Rear console plate (85R) – contours through 2nd row; channel for wiring • Grille linear LED Lights (Red / Blue) and harness • 100-Watt Siren / Speaker • Hidden Door-Lock Plunger w/Rear-door controls inoperable (locks, handles and windows) (52P) <p>Note: Not available with options: 66A, 66B, 66C, 67U and 65U</p> | <p>67H</p> | <p>3595.00</p> |
|---|-------------------|-----------------------|

| | |
|---|-----------------------|
| <p><u>Extended Warranty Option's (\$0.00 Deductible) 100,000 Mile Coverage</u></p> <p>[] 5-Year Premium Care Warranty (500 Plus Components Coverage)</p> | <p>2745.00</p> |
|---|-----------------------|

Total Price \$42,950.00 ea

MEMO TO: Mayor and City Councilmembers
FROM: Jonathan Greene, City Manager
DATE: October 25, 2022
SUBJECT: Fire Station #2 Building Remodel Change Order

Recommendation:


Approve contract change order

Attached is a memorandum from Director Elmer Hitt regarding additional necessary work identified during the remodel of Fire Station #2.

I recommend approving the change order and authorizing R.W. Mercer to continue the project.

DEPARTMENTAL REPORT

MEMO TO: Jonathan Greene, City Manager

FROM: Elmer J. Hitt, Director of Police and Fire Services 

DATE: October 25, 2022

RECOMMENDATION: Approval of Change Order #1 for Fire Station #2 Remodel

SUMMARY

The Jackson Fire Department entered into a contract with R.W. Mercer for a building remodel on Fire Station #2 at 1906 S. Milwaukee. During this remodel, additional necessary work was identified by contractors on site. Change orders have been requested by R.W. Mercer to include this required work.

BUDGETARY CONSIDERATIONS

Additional costs of \$40,071 will be experienced due to these additions. Change information was provided by R.W. Mercer. The entire amount will be paid using American Rescue Plan Act (ARPA) funds and so this increase will not impact the general fund budget of the Fire Department.

HISTORY, BACKGROUND and DISCUSSION

In August 2022, the City Council approved a major remodel of Fire Station #2 using ARPA funds. Change orders are common in projects of this magnitude, especially due to the amount of time which has passed since the building and surrounding areas have been updated.

DISCUSSION OF THE ISSUE

Two issues which were identified include organic soil which needs to be removed in order to place the new parking lot and changes to the elevation and grade to best connect to the storm system. Attached are the reports from engineering firm SME which provides more detailed information on the need for the changes, as well as information from excavation company Lester Brothers as to what work will be completed at what cost.

Additionally, sanitary lines in the garage, grinding of mastic for the women's restroom, and installation of insulation are also changes to the project.

POSITION

I recommend approving the change order and authorizing R.W. Mercer to continue the project as noted.

ATTACHMENTS

October 19, 2022

**CHANGE ORDER NO. 1
TO CONTRACT FOR
Fire Station 2 Building Remodel**

The parties hereby agree that the following additional information and changes shall become a part of the contract documents, plans and specifications of the above-named contract.

| | |
|------------------------|-----------|
| ORIGINAL AGREEMENT: | \$646,040 |
| CHANGE ORDER NUMBER 1: | \$ 40,071 |

REASON FOR CHANGE ORDER:

Removal of organic soil, change elevation as required, sanitary and restroom mastic, and insulation on steel beams.

| | |
|---|-----------|
| NEW CONTRACT AMOUNT INCLUDING CHANGE ORDER 1: | \$686,111 |
|---|-----------|

PREPARED BY:

KayCe Parsons

Date

ACCEPTED BY:

Ryan Schonhard, Assistant Project Manager, R.W. Mercer

Date

DEPARTMENT HEAD:

Elmer Hitt, Director of Police and Fire Services

Date

ACCEPTED BY:

Jonathan Greene, City Manager

Date



2322 Brooklyn Rd.
Jackson, MI 49203
Ph : (517) 787-2960

Change Request

To: City of Jackson
161 West Michigan Ave
Jackson, MI 49201
Ph: 517 788-4028

Number: 1
Date: 10/14/22
Job: 22.0347.04 Jackson Fire Station #2
Phone:

Description: FIRE STATION #2

We are pleased to offer the following specifications and pricing to make the following changes:

GRINDING OF MASTIC IN NEW WOMENS BATHROOM (ABATEMENT)

AAI: \$1,650.00
MARK UP (15%): \$247.00
TOTAL: \$1,897.00

REMOVAL AND DDISPOSAL OF SPOLS OFF SITE PER SME REPORT. IMPORT, PLACE, AND COMPACT CLASS 2 SAND IN LIFTS

LESTERS: \$7,440.00
MARK UP (15%): \$1,116.00
TOTAL: \$8,556.00

REVISED CIVIL DRAWING FROM AR ENGINEERING

LESTERS: \$20,875.00
MARK UP (15%): \$3,131.00
TOTAL: \$24,006.00

REPLACEMENT OF SANITARY IN GARAGE

BETHESDA PLUMBING: \$1,200.00
COOKS CONCRETE: \$1,400.00
RW MERCER LABOR: \$325.00 (REMOVAL OF CONCRETE)
K & H SAWCUTTING: \$250.00
MARK UP (15%): \$427.00 (NO MARK UP ON RWM LABOR)
TOTAL: \$3,602.00

INSTALL 3" CLOSED CELL FOAM INSULATION ON STEEL BEAMS (R-21)

MIDWEST INSULATION: \$1,748.00
MARK UP: (15%): \$262.00
TOTAL: \$2,010.00

The total amount to provide this work is \$40,071.00

If you have any questions, please contact me at 517 541-6478.



2322 Brooklyn Rd.
Jackson, MI 49203
Ph : (517) 787-2960

Submitted by: Bullinger, Mike
R.W. Mercer Company

Approved by: _____
Date: _____

5405 E. Michigan Ave.
Jackson, MI 49201



Office: (517) 764-7888
Fax: (517) 764-7808

10-10-22

R.W Mercer
2322 Brooklyn Rd
Jackson, MI 49203

Undercut per SME report

- Removal and disposal of all spoils off site
- Import, place and compact class 2 sand in lifts

Total \$7,440.00



Subgrade Evaluation Report

Project No.: 091005.00
Report No.: SER:22-25013-01

Project: Fire Station 2 Building Remodel
Location: 1906 South Milwaukee Street
Jackson MI 49203

Date: Sep 28, 2022
Weather:

This report represents conditions at specific locations, therefore, conditions might vary away from those locations.

Contractor: Lester Brothers

Summary of Observations



Reset

SME was on-site to observe a proofroll of the parking lot subgrade located on the west side of the existing fire station. The contractor had the area excavated down to approximately the design bottom of sand subbase elevation. The area was excavated with an excavator and the spoils were hauled off-site. The design cross-section calls for 18" of MDOT Class II sand and 8" of MDOT 22A aggregate base.

The exposed subgrade soils for approximately the western 2/3 of the parking lot area consisted of a mixture of Fine to Medium Sand- Gray & Brown. The exposed subgrade soils on the eastern 1/3 of the parking lot consisted of Organic Soil- Black. Based on our hand auger probes, there appears to be approximately 18" to 2.5' of Organic Soils over Fine to Medium Sand- Gray & Brown.

A proofroll was performed using a tandem axle dump truck with a full load of site spoils. Rutting and/or deflection of approximately 1" or less was observed in the western most 2/3 of the parking lot. Rutting and/or deflection of approximately 1.5" to 2.5" was observed in the eastern 1/3 of the parking lot.

SME took two samples of the organic soils to the Lansing laboratory for Loss-on-Ignition testing. The LOI test resulted in organic content of 42% and 10%. Based on the organic content of the soils and our proofroll observations, we recommend removing the organic soils in the eastern 1/3 of the lot. The undercut should extend at a 1' vertical to 1' horizontal slope from the outside edge of the parking lot. We also recommend placing a drain tile at the bottom of the undercut to allow for drainage of the undercut area. Tile should only be installed if a storm sewer structure is available to tie the tile into. The western 2/3 of the parking lot is suitable for the placement of the design cross section based on our observations at this time.

Mr. Jim Lester with Lester Brothers was informed of our above recommendations and observations.

Today's proofroll represents the present subgrade conditions. This in no way implies they will remain in their present condition if the subgrade is not protected from traffic and adverse weather.

Reported By: Jason Frary

Reviewed By: Megan S. Jacobs, PE

5405 E. Michigan Ave.
Jackson, MI 49201



Office: (517) 764-7888
Fax: (517) 764-7808

9-27-22

R.W Mercer
2322 Brooklyn Rd
Jackson, MI 49203

Jackson Fire Station Manhole in street pricing includes the following

- Saw cut and removal of asphalt in road
- Excavation to bottom of storm sewer
- Build doghouse structure around storm sewer
- Provide 6a backfill around structure
- Import, place and compact 21AA per city spec in road
- American asphalt will do road patch when they pave project

Total \$20,875.00



Project No.: 091005.00
Report No.: DCP:22-25013-01
Date: Sep 28, 2022
Weather: Cloudy, Upper 40's

Dynamic Cone Penetrometer Test Report

Project: Fire Station 2 Building Remodel
Location: 1906 South Milwaukee Street
 Jackson MI 49203

This report represents conditions at specific locations, therefore, conditions might vary away from those locations.

General Information:

| | | | |
|------------------------------|-----------------|------------------------------|----------------------------|
| Contractor: | Lester Brothers | | |
| Test Level Reference: | Design Subgrade | Test(s) Performed on: | Existing Subgrade Material |

DCP Results

| Test No. | Test Location | Material Description | Test Level (ft ±) | DCP Results (Blows per 6") A=Auger, R=Refusal | | | | | | | |
|----------|--|---|-------------------|--|-----|-----|-----|-----|-----|-----|-----|
| | | | | 6" | 12" | 18" | 24" | 30" | 36" | 42" | 48" |
| 1 | 25' N. and 20' W. of SW Corner of Building | 18" of Organic Soils over Fine to Medium Sand- Gray & Brown | 0 | 6" | 12" | 18" | 24" | 30" | 36" | 42" | 48" |
| | | | | 17 | 22 | 21 | 21 | 21 | 20 | | |
| 2 | 50' N. and 25' W. of SW Corner of Building | 18" of Organic Soils over Fine to Medium Sand- Gray & Brown | 0 | 6" | 12" | 18" | 24" | 30" | 36" | 42" | 48" |
| | | | | 17 | 21 | 28 | 31 | 35 | 35 | | |
| 3 | 40' N. and 50' W. of SW Corner of Building | Fine to Medium Sand- Gray & Brown | 0 | 6" | 12" | 18" | 24" | 30" | 36" | 42" | 48" |
| | | | | 35 | 35 | 37 | 39 | 42 | 44 | | |
| | | | | 6" | 12" | 18" | 24" | 30" | 36" | 42" | 48" |
| | | | | 6" | 12" | 18" | 24" | 30" | 36" | 42" | 48" |
| | | | | 6" | 12" | 18" | 24" | 30" | 36" | 42" | 48" |
| | | | | 6" | 12" | 18" | 24" | 30" | 36" | 42" | 48" |
| | | | | 6" | 12" | 18" | 24" | 30" | 36" | 42" | 48" |

Comments

^A The Dynamic Cone Penetrometer (DCP) consists of a 10 lb. hammer falling 24" driving a 1-1/8" conical tip. DCP Results = No. of blows to advance the tip 6 inches.
^B The Hand Penetrometer (HP) consists of a calibrated, spring-loaded, cylinder used to estimate the unconfined compressive strength of cohesive soil.

The tests were performed in the parking lot area located on the west side of the existing building. The area was at the approximate design subgrade elevation. Please see today's Field Observation Report for additional information.

Reported By: Jason Frary

Reviewed By: Megan S. Jacobs, PE

MEMO TO: City Council

FROM: Jonathan Greene, City Manager

DATE: October 25, 2022

SUBJECT: **First Amendment to Option Agreement with Pivotal GP Holding LLC f/k/a, MVAH Holding LLC, a Georgia limited liability company**

Recommendation:

Approve the First Amendment to Option Agreement with Pivotal GP Holding LLC f/k/a, MVAH Holding LLC, a Georgia limited liability company

Your consideration and concurrence is appreciated.

Jonathan Greene

DEPARTMENTAL REPORT

MEMO TO: City Council
FROM: Jonathan Greene, City Manager
DATE: October 20, 2022

RECOMMENDATION: Approve the First Amendment to Option Agreement with Pivotal GP Holding LLC f/k/a, MVAH Holding LLC, a Georgia limited liability and the City of Jackson, and allow the City Attorney and City Manager to make minor modifications, and allow the City Manager to execute the agreement.

SUMMARY

MVAH (Miller Valentine Affordable Housing) entered into an Option Agreement dated September 27, 2021 with the City of Jackson, for the purchase of certain real property located along Blackstone St between Pearl St and Louis Glick Hwy for the development of between 44 and 53 workforce housing units in Jackson.

BUDGETARY CONSIDERATIONS

A PILOT Ordinance was approved with 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 PILOT will be further subject to Applicant's negotiation and acquisition of the subject property from the City within 120 days of the effective date of the PILOT Ordinance and the terms and conditions of a development agreement approved by City Council. It is anticipated that the proposed development agreement will be submitted to City Council at the September 28th Council Meeting for consideration, presuming the Ordinance is approved for first reading

POSITIONS

I recommend approval of the First Amendment to Option Agreement with Pivotal GP Holding LLC f/k/a, MVAH Holding LLC, a Georgia limited liability and the City of Jackson.

FIRST AMENDMENT TO OPTION AGREEMENT

THIS FIRST AMENDMENT TO OPTION AGREEMENT (this "First Amendment") is executed as of the ___ day of _____, 2022 between Pivotal GP Holding LLC f/k/a, MVAH Holding LLC, a Georgia limited liability company ("Purchaser") and The City of Jackson, a Michigan municipal corporation ("Seller"), under the following circumstances:

A. Purchaser entered into an Option Agreement dated September 27, 2021 (the "Agreement") with Seller, for the purchase of certain real property located in Jackson, Michigan as more particularly described in the Agreement (the "Property").

B. Purchaser and Seller now desire to make certain modifications to the Agreement, as set forth in this First Amendment.

NOW, THEREFORE, for good and valuable consideration, the receipt and sufficiency of which is hereby acknowledged, Seller and Purchaser hereby amend the Agreement as follows:

1. Purchaser and Seller acknowledge and agree that:
 - a. All three (3) Renewal Terms referenced in Section 3 of the Agreement have been exercised; and
 - b. Exercise of those Renewal Terms resulted in an Option that will expire as of November 11, 2022.

2. Notwithstanding the foregoing, the parties agree to amend the Agreement to extend the third Renewal Term and corresponding Option Period such that the Option Period will expire as of March 31, 2023.

3. The depiction of the land in Exhibit A – Legal Description shall be deleted and replaced with the attached Exhibit A.

4. Except as otherwise modified by this First Amendment, the Agreement shall remain in full force and effect. Capitalized terms used herein but not defined shall have the meaning set forth in the Agreement.

5. This First Amendment may be executed in multiple original or facsimile counterparts, each of which, when taken together, shall constitute an original. Electronic signatures (scanned PDF, DotLoop, DocuSign, etc.) are valid and enforceable.

{SPACE INTENTIONALLY BLANK – SIGANTURES FOLLOW}

THIS FIRST AMENDMENT TO PURCHASE AND SALE AGREEMENT has been executed as of the date first written above.

Seller:

CITY OF JACKSON

By _____

Its: _____

Dated: _____

STATE OF MICHIGAN)
)SS
COUNTY OF JACKSON)

The foregoing instrument was acknowledged before me in Jackson County, Michigan this _____ day of _____, 2022 by Jonathan Greene, the City Manager of the City of Jackson, a Michigan municipal corporation, on behalf of the corporation.

Notary Public,
Jackson County, Michigan
My Commission Expires: _____

Purchaser:

Pivotal GP Holding LLC,
f/k/a MVAH Holding LLC,
a Georgia limited liability company

By: _____
Name: Brian McGeady
Its: Authorized Signer

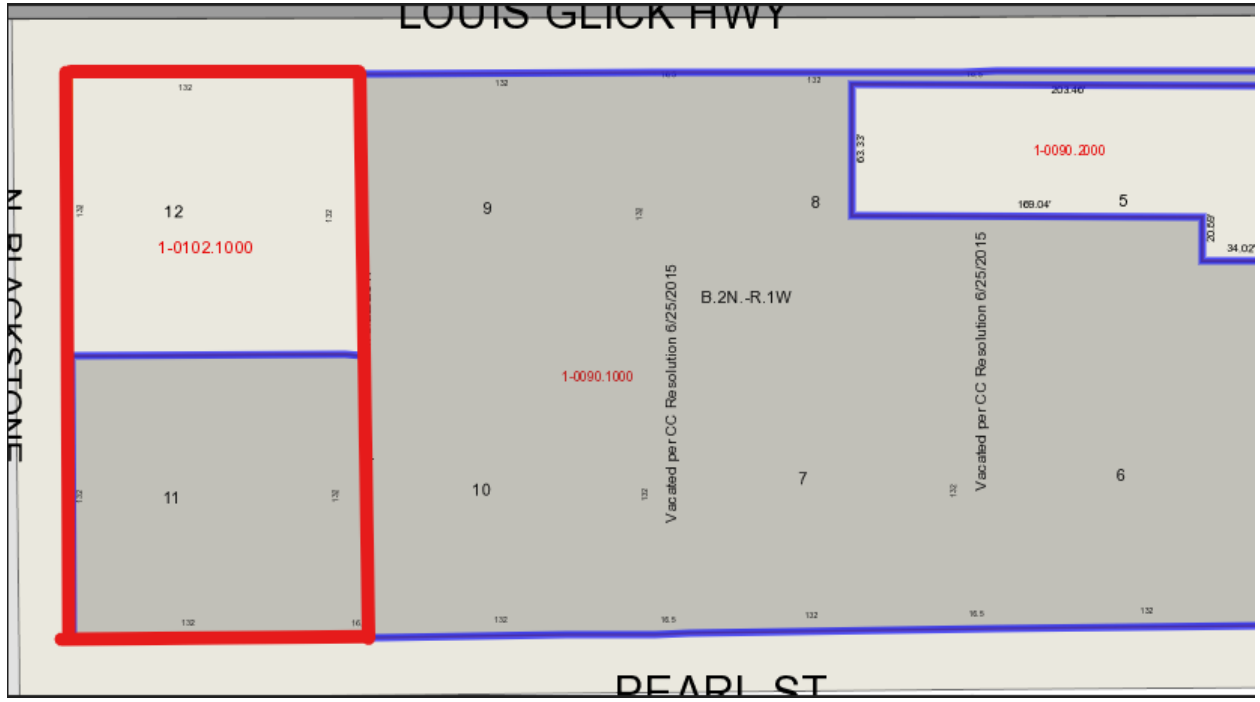
**Requires notarization.

STATE OF OHIO)
)SS
COUNTY OF BUTLER)

The foregoing instrument was acknowledged before me in Butler County, Ohio this _____ day of _____, 2021 by Brian McGeady, the Authorized Signer of Pivotal GP Holding LLC, f/k/a MVAH Holding LLC, on behalf of the company.

Notary Public,
_____ County, State of _____
My Commission Expires: _____

EXHIBIT A – LEGAL DESCRIPTION



MEMO TO: Mayor and City Councilmembers
FROM: Jonathan Greene, City Manager
DATE: October 25, 2022
SUBJECT: **Changes to the Standard Lighting Contract for streetlights with Consumers Energy for removal of streetlights in Loomis Park.**

Recommendation:

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

Attached is a report from Jon Dowling, City Engineer accompanied by resolutions, contract change authorization forms, an invoice for \$4,269.00 and a plan sheet from Consumers Energy regarding removal of streetlights in Loomis Park.

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: October 25, 2022

RECOMMENDATION: Approve the Resolutions for Changes to the Standard Lighting Contract with Consumers Energy for removal of streetlights in Loomis Park and authorize the Mayor and City Clerk to execute the appropriate documents.

SUMMARY

The City has requested that Consumers Energy remove several streetlights in Loomis Park. Attached Authorization for Change in Standard Lighting Contract forms, Resolutions for City Council Adoption, an invoice for \$4,269.00 and additional information from Consumers.

BUDGETARY CONSIDERATIONS

The estimated charge for the removal of the streetlights is \$4,269.00.

HISTORY, BACKGROUND and DISCUSSION

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.

DISCUSSION OF THE ISSUE

The request for the removal of these streetlights is based on the renovations currently underway in Loomis Park.

POSITIONS

I request approval of the attached Resolutions for Changes to the Standard Lighting Contract with Consumers Energy for streetlight removals in Loomis Park and authorization for the City Manager and City Clerk to execute the appropriate documents.

ATTACHMENTS



**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

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.

Notification Number(s): 1064486874

Comments: 11440534

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



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

September 28, 2022

NOTIFICATION #:
1064486874

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

REFERENCE: 49201 STREET LIGHT RD, 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: | \$ 4,269.00 |
| Additional Costs | |
| Total Estimated Cost: | \$ 4,269.00 |
| Less Prepayment Received: | \$ - |
| Total Estimated Cost Due: | \$ 4,269.00 |

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:

Gabriel Poletti at 810-760-3485



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

Amount Due: \$4,269.00
Please pay by: October 12, 2022

| | |
|----------------|------------|
| Invoice Number | 9323628436 |
| PO Number | |
| PO Date | |
| Bill Date | 09/28/22 |

Account: 3000 2033 0472

49201 STREET LIGHT RD JACKSON - STREETLIGHTING - NOTIFICATION NUMBER (s): - 1064486874

NONENERGY INVOICE

| DESCRIPTION | QUANTITY | UNIT PRICE | AMOUNT |
|------------------------------------|----------|------------|-------------------|
| Electric Streetlights-Reimbursable | 1.0 EA | \$4,269.00 | \$4,269.00 |
| TOTAL DUE: | | | \$4,269.00 |

See Page 2 for Payment Options.
Consumers Energy is regulated by the Michigan Public Service Commission, Lansing, Michigan

INVOICE QUESTIONS - Contact: Gabriel Poletti -810-760-3485 -

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

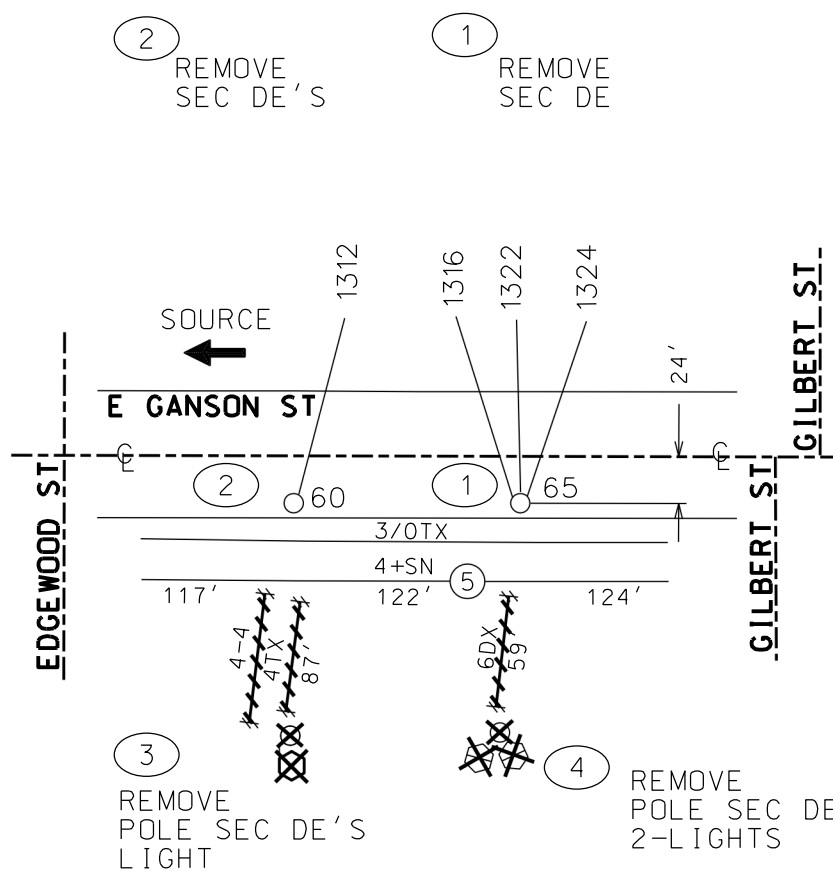
Account: 3000 2033 0472


Amount Due: \$4,269.00
Please pay by: October 12, 2022
Enclosed:

6 330032856490 000004269007 0000 2056 5 300020330472 H

GENERAL SERVICE UNMETERED LIGHTING RATE GUL, STANDARD HIGH INTENSITY DISCHARGE

- (1) 150 watt HPS Cobrahead Non-Cutoff to Remove at location LOOMIS PARK ALONG GANSON ;



| | | | | | | | | |
|---|---|----------------|--------------|----------------------|------------|---------------------------------|--|---------------------|
| METER ORDER NUMBER | | METER NUMBER | | | | | | |
| READ | | METER LOCATION | | LOOMIS PARK ERET OHL | | | | |
| | | | | CM NO.100007047803 | | | | |
| CONSUMERS ENERGY CONTACTS | | | | ORDER TYPE | MAT. TYPE | NOTIFICATION NUMBER | DESIGN NUMBER | ORDER NUMBER |
| DEPARTMENT | NAME | NUMBER | ERET | OHL | 1064486874 | 11440534 | | |
| COORDINATOR | GABE POLETTI | 810-760-3485 | | | | | | |
| DESIGNER | EDDIE HAIRE | 517-262-1473 | | | | | | |
| CE STAKING REO'D | <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No | TLM NUMBER | 5201354119 | # OF RODS | | OHMS | JOB PURPOSE: REMOVE POLES LIGHTS AND WIRE NO LONGER NEEDED FOR PARK | |
| FORESTRY REO'D | <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No | SUBSTATION | | WD NO. | | UPSTREAM SECTIONALIZING DEVICE: | | |
|  A CMS Energy Company ELECTRIC | | OAK STREET | | 0908 | | 741-SB | | |
| | | CIRCUIT | | CKT NO. | | LOCATION: | | |
| SHEET A | SHEET 1 OF 1 | SCALE 1"=100' | STATE STREET | | 03 | | GANSON E/O ELLERY | |
| JACKSON | | CO | | BLACKMAN | | TWP | | T 02S R 01W SEC. 35 |

SA_BOND_JS_PROD_Design1949668.dgn

09-13-2022 11:00:38

MEMO TO: Mayor and City Councilmembers
FROM: Jonathan Greene, City Manager
DATE: October 25, 2022
SUBJECT: **Changes to the Standard Lighting Contract for streetlights with Consumers Energy for removal of streetlights by the Boos Recreation Center.**

Recommendation:

Approve the Resolutions for Changes to the Standard Lighting Contract with Consumers Energy for removal of streetlights by the Boos Recreation Center and authorize the Mayor and City Clerk to execute the appropriate documents.

Attached is a report from Jon Dowling, City Engineer accompanied by resolutions, contract change authorization forms, an invoice for \$1,845.87 and a plan sheets from Consumers Energy regarding removal of streetlights by the Boos Recreation Center.

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: October 25, 2022

RECOMMENDATION: Approve the Resolutions for Changes to the Standard Lighting Contract with Consumers Energy for removal of streetlights by the Boos Recreation Center and authorize the Mayor and City Clerk to execute the appropriate documents.

SUMMARY

The City has requested that Consumers Energy remove several streetlights by the Boos Recreation Center. Attached are Authorization for Change in Standard Lighting Contract forms, Resolutions for City Council Adoption, an invoice for \$1,845.87 and additional information from Consumers.

BUDGETARY CONSIDERATIONS

The estimated charge for the removal of the streetlights is \$1,845.87.

HISTORY, BACKGROUND and DISCUSSION

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.

DISCUSSION OF THE ISSUE

The request for the removal of these streetlights is based on the renovations currently underway by the Boos Recreation Center.

POSITIONS

I request approval of the attached Resolutions for Changes to the Standard Lighting Contract with Consumers Energy for streetlight removals by the Boos Recreation Center and authorization for the City Manager and City Clerk to execute the appropriate documents.

ATTACHMENTS



**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

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.

Notification Number(s): 1062180000

Comments:

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

- (1) 100 watt HPS Cobrahead Non-Cutoff to Remove at location LOCATION 3;
- (1) 150 watt HPS Cobrahead Non-Cutoff to Remove at location LOCATION 2;



**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

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.

Notification Number(s): 1064486874; 1064735915

Comments: 11440534; 11444140

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

- (1) 150 watt HPS Cobrahead Non-Cutoff to Remove at location LOOMIS PARK ALONG GANSON ;
- (1) 150 watt HPS Cobrahead Non-Cutoff to Remove at location 3 on notification 1064735915 ;
- (1) 100 watt HPS Cobrahead Non-Cutoff to Remove at location 4 on notification 1064735915;



Count on Us

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

October 14, 2022

NOTIFICATION #'s:
ELEC. SERVICE: 1062373420
GAS SERVICE: 1062361969
735915, 1062750020

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

REFERENCE: 210 GILBERT 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.

A copy of our proposed design drawings are enclosed.

The estimated cost for your energy request is as follows:

| | | |
|---|-----------|-----------------|
| Refundable Agreement for Installation of Electric Facilities: | \$ | 773.00 |
| Non Refundable Agreement for Installation of Electric Facili | | |
| Electric Service: | \$ | 732.95 |
| Temporary Electric Service: | | |
| Gas Service Connection Fee: | \$ | 339.92 |
| Excess Footage Charges: | \$ | - |
| Gas Main: | | |
| Winter Construction Costs: | \$ | - |
| Gas Fuel Line Tie In: | | |
| Permit(s): | | |
| Additional Costs (See Invoice): | | |
| Total Estimated Cost | \$ | 1,845.87 |
| Joint Service Credit: | \$ | - |
| Less Prepayment Received: | \$ | 1,845.87 |
| Total Estimated Cost Due: | \$ | - |

Costs may also result from practical difficulties encountered during construction and additional payment may be required if:

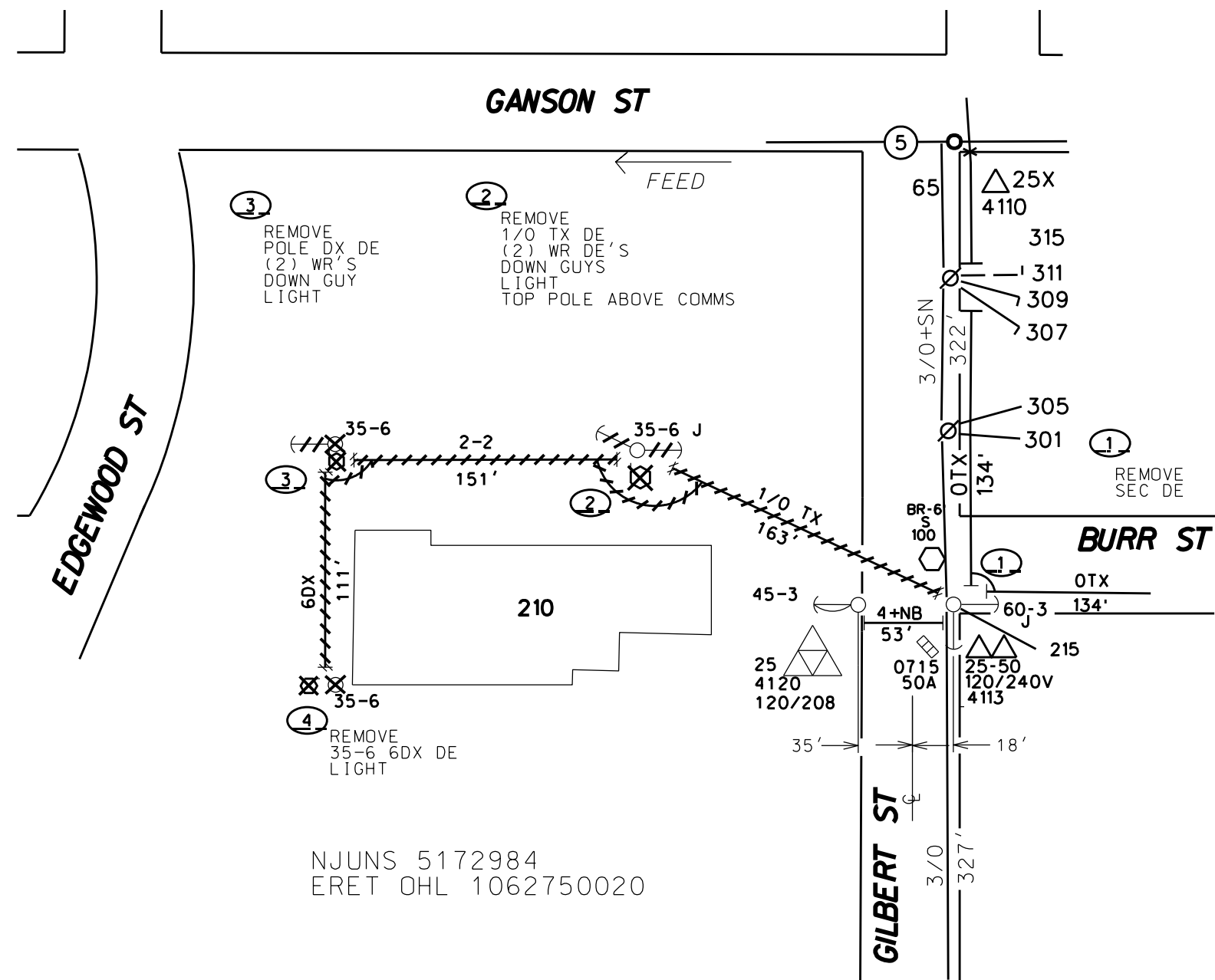
- Work presently designed is done outside normal business hours.
- Change to the location of the service entrance.
- Changes to the design or route.
- Other construction delays.

Enclosed is a copy of the Agreement for Installation or Modification of Electric Facilities and invoice that is valid for 60 days from the date of this letter and is subject to change thereafter. This cost estimate includes only work required for Consumers Energy and does not reflect any work or costs that may be required by other parties, including other utilities. Please review and sign the Agreement for Installation of Electric Facilities and return in the envelope provided or email to: POBoxCEServiceRequest@cmsenergy.com. You will receive a copy of the agreement after it is signed and dated by a Consumers Energy company representative. Once we receive your payment and any required easements, contracts, permits or inspections we can proceed with your request. Payment in full is required before the installation will be scheduled for construction

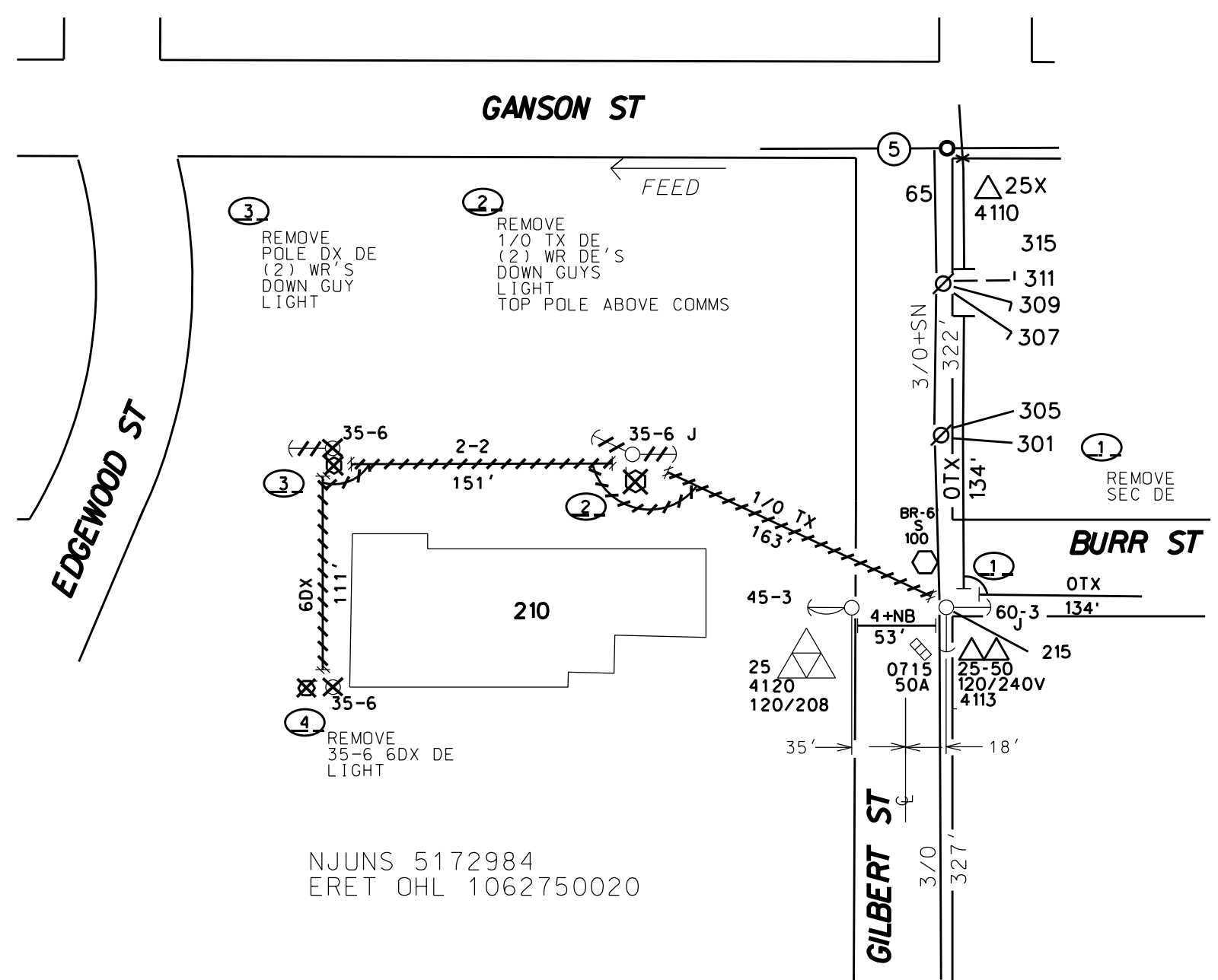
CONTACT OUR SECURE CREDIT/DEBIT CARD PAYMENT CENTER @ 1-866-329-9593 TO PAY "FEE FREE" WITH YOUR VISA OR MASTERCARD OR MAKE A PAYMENT ONLINE AT: www.consumersenergy.com AND CLICK "MAKE PAYMENT" TO USE THE GUEST PAY FEATURE.

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

ZACHARY YEARLING at 517-242-5346

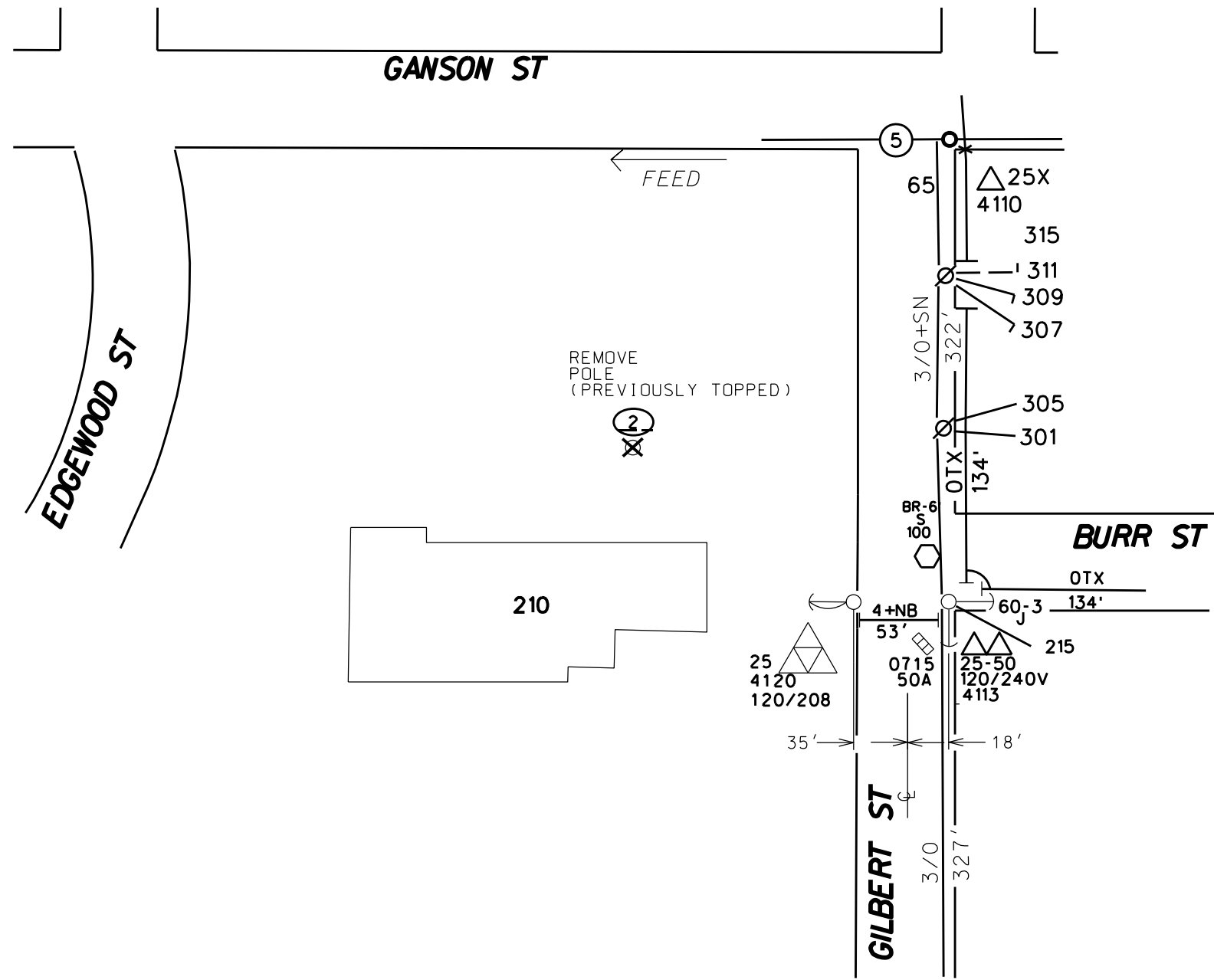



| | | | | | | | | | | |
|--|--|----------------|--------------------------|--------------|---------------------|---|-------------------------------------|----------------------------------|------------------------------|---|
| | SUBSTATION OAK STREET | WD NO. 0908 | METER ORDER NUMBER | METER NUMBER | READ | METER LOCATION | JOB PURPOSE: REMOVE STREETLIGHTS | | | |
| | CIRCUIT STATE STREET | CKT NO. 03 | TLM NUMBER 5201354120 | # OF RODS | OHMS | 210 GILBERT ST ERET OHL CM NO.100007063951 | | | | UPSTREAM SECTIONALIZING DEVICE: 741-SB LOCATION: GANSON ST E/O ELLERY |
| A CMS Energy Company ELECTRIC | CE STAKING REQ'D <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No | | ORDER TYPE | MAT. TYPE | NOTIFICATION NUMBER | DESIGN NUMBER | ORDER NUMBER | CONSUMERS ENERGY CONTACTS | | |
| | FORESTRY REQ'D <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No | | | | | | | | DEPARTMENT | NAME |
| | | | | | | | | COORDINATOR DESIGNER | ZACH YEARLING EDDIE HAIRE | 517-242-5346 517-262-1473 |



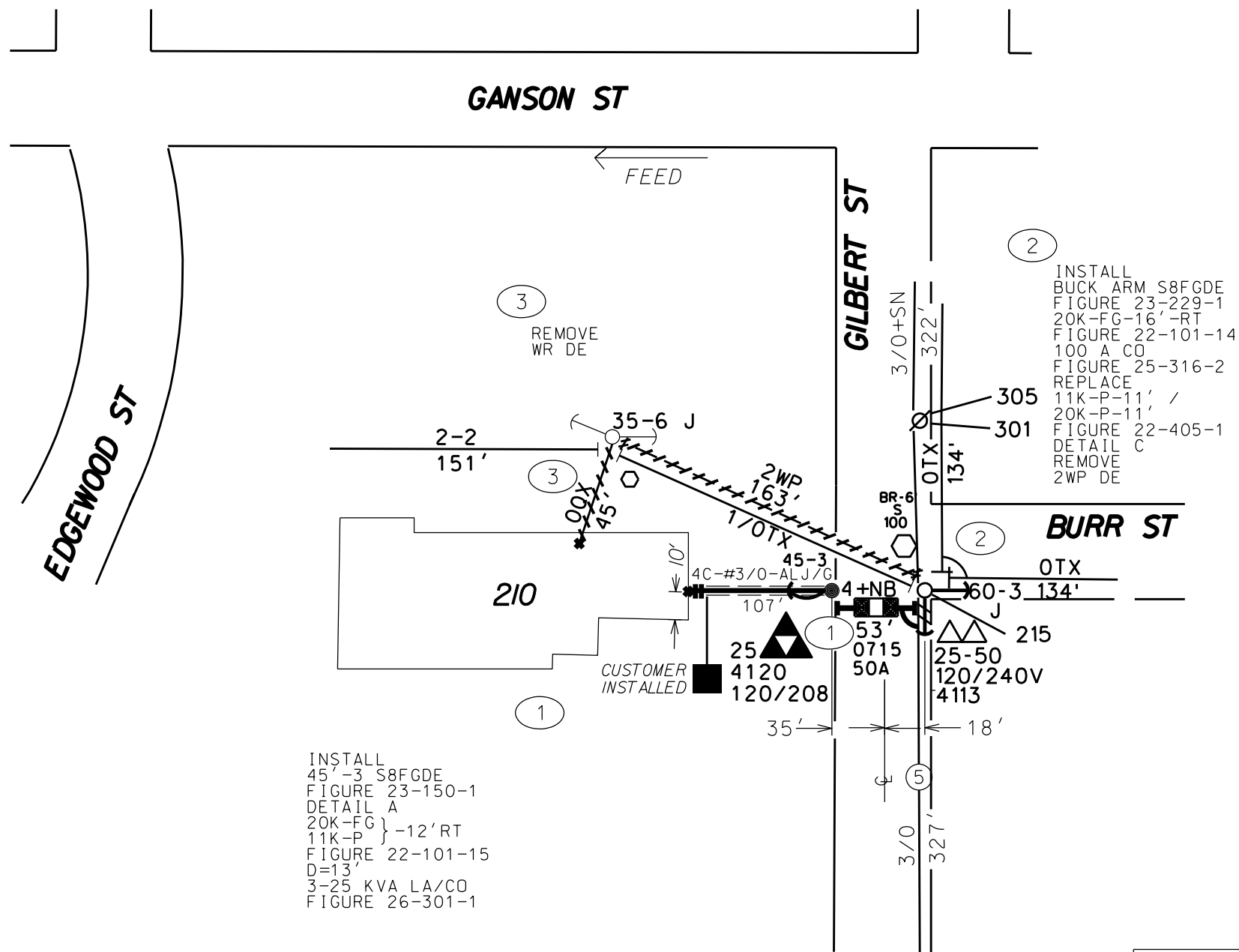
NJUNS 5172984
 ERET OHL 1062750020

| | | | | | | | | | | | |
|---|--|--|--------------------------|------------------|-----------------------------------|--|-------------------------------------|--------------------------------------|-------------------------|------------------------------|---|
| <p>Consumers Energy A CMS Energy Company ELECTRIC</p> | SUBSTATION OAK STREET | WD NO. 0908 | METER ORDER NUMBER | METER NUMBER | READ | METER LOCATION | JOB PURPOSE: REMOVE STREETLIGHTS | CONSUMERS ENERGY CONTACTS | | | |
| | CIRCUIT STATE STREET | CKT NO. 03 | TLM NUMBER 5201354120 | # OF RODS | OHMS | 210 GILBERT ST ERET OHL CM NO. 100007063951 | | | | | UPSTREAM SECTIONALIZING DEVICE: 741-SB |
| | 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 | ORDER TYPE ERET | MAT. TYPE OHL | NOTIFICATION NUMBER 1064735915 | DESIGN NUMBER 11444140 | ORDER NUMBER | LOCATION: GANSON ST E/O ELLERY | COORDINATOR DESIGNER | ZACH YEARLING EDDIE HAIRE | 517-242-5346 517-262-1473 |



| | | | | | | | | | | | | |
|---|--|--|--------------------------|-----------|--------------------------------------|--|-----------------------------------|---------------------------|---|---|--|--|
| SUBSTATION OAK STREET | | WD NO. 0908 | METER ORDER NUMBER | | METER NUMBER | READ | METER LOCATION | | JOB PURPOSE: REMOVE POLE | | | |
| CIRCUIT STATE STREET | | CKT NO. 03 | TLM NUMBER 5201354113 | # OF RODS | OHMS | 210 GILBERT ST JACKSON ERET OHL CM NO. 100007063951 | | | UPSTREAM SECTIONALIZING DEVICE: 741-SB | | | |
|  | | CE STAKING REQ'D <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No | | | ORDER TYPE ERET | MAT. TYPE OHL | NOTIFICATION NUMBER 1062750020 | DESIGN NUMBER 11402593 | ORDER NUMBER | CONSUMERS ENERGY CONTACTS DEPARTMENT NAME NUMBER COORDINATOR ZACH YEARLING 517-242-5346 DESIGNER EDDIE HAIRE 517-262-1473 | | |
| | | FORESTRY REQ'D <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No | | | LOCATION: GANSON ST E/O ELLERY | | | | | | | |


OUTAGE REQUIRED CUSTOMER ONLY
HOT LINE TAGGING REQUIRED



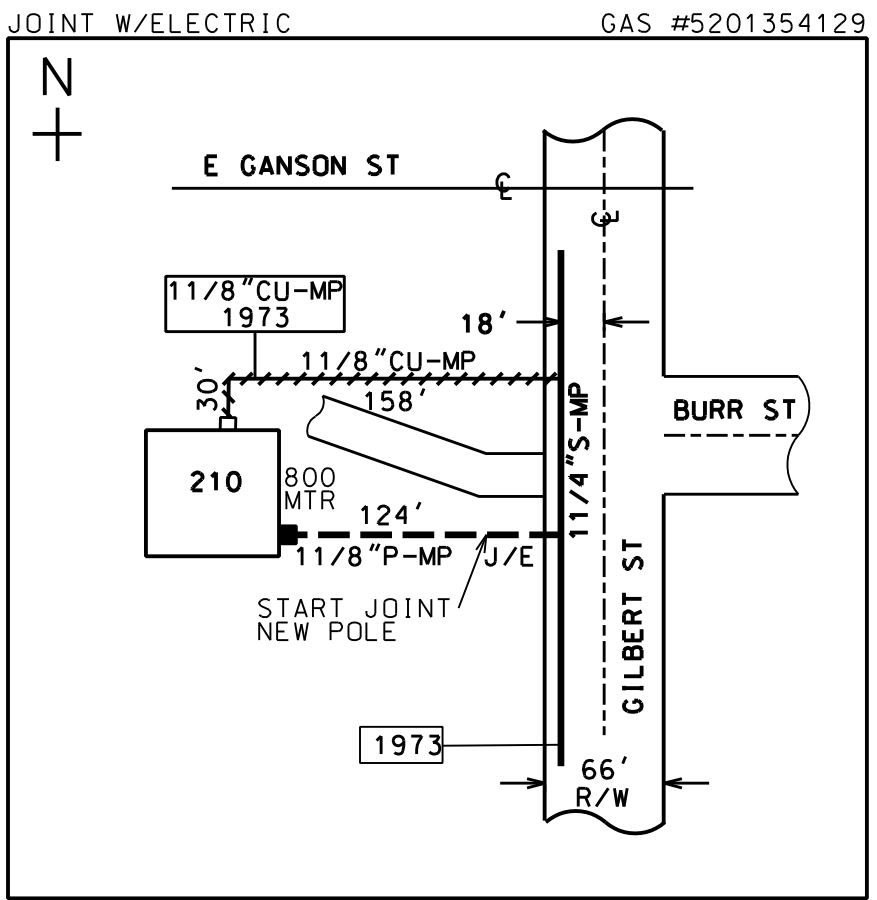
2
INSTALL
BUCK ARM S8FGDE
FIGURE 23-229-1
20K-FG-16'-RT
FIGURE 22-101-14
100 A CO
FIGURE 25-316-2
REPLACE
11K-P-11' /
20K-P-11'
FIGURE 22-405-1
DETAIL C
REMOVE
2WP DE

1
INSTALL
45'-3 S8FGDE
FIGURE 23-150-1
DETAIL A
20K-FG } -12' RT
11K-P }
FIGURE 22-101-15
D=13'
3-25 KVA LA/CO
FIGURE 26-301-1

| | VOLTAGE DROP | FLICKER | TRANSFORMER DEMAND LOAD (KVA) | MOTOR LOAD |
|----------|--------------|---------|-------------------------------|------------|
| EXISTING | --- | --- | --- | --- |
| PROPOSED | 2.80 | 2.15 | 31.88 | 5ton |

| SUBSTATION OAK STREET | | WD NO. 0908 | METER ORDER NUMBER | | METER NUMBER | READ | METER LOCATION | JOB PURPOSE: CONVERT TO 120/208 3P AND RSU | | | | | | | | | | | | | |
|---|---------------|--|--------------------------|--|--------------|---|---------------------|--|---------------|--------------|---|--|------------|------|--------|-------------|---------------|--------------|----------|-------------|--------------|
| CIRCUIT STATE STREET | | CKT NO. Q3 | TLM NUMBER 5201354120 | # OF RODS | OHMS | 210 GILBERT ST JACKSON ECNC RLO CM NO.100006924017 | | UPSTREAM SECTIONALIZING DEVICE: 0741-SB LOCATION: GANSON ST E/O ELLERY | | | | | | | | | | | | | |
|  A CMS Energy Company ELECTRIC | | CE STAKING REQ'D <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No | | FORESTRY REQ'D <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No | | ORDER TYPE | MAT. TYPE | NOTIFICATION NUMBER | DESIGN NUMBER | ORDER NUMBER | CONSUMERS ENERGY CONTACTS <table border="1"> <thead> <tr> <th>DEPARTMENT</th> <th>NAME</th> <th>NUMBER</th> </tr> </thead> <tbody> <tr> <td>COORDINATOR</td> <td>ZACH YEARLING</td> <td>517-242-5346</td> </tr> <tr> <td>DESIGNER</td> <td>EDDIE HAIRE</td> <td>517-262-1473</td> </tr> </tbody> </table> | | DEPARTMENT | NAME | NUMBER | COORDINATOR | ZACH YEARLING | 517-242-5346 | DESIGNER | EDDIE HAIRE | 517-262-1473 |
| | | DEPARTMENT | NAME | NUMBER | | | | | | | | | | | | | | | | | |
| COORDINATOR | ZACH YEARLING | 517-242-5346 | | | | | | | | | | | | | | | | | | | |
| DESIGNER | EDDIE HAIRE | 517-262-1473 | | | | | | | | | | | | | | | | | | | |
| SHEET B SHEET 1 OF 1 SCALE 1"=100' | | JACKSON | | CO | BLACKMAN | TWP | T 02S R 01W SEC. 35 | | | | | | | | | | | | | | |

| | | |
|------------------------------|---------------------------------|-----------------------------------|
| ADDRESS | | |
| 210 GILBERT ST GCNC | | |
| PROJECT TITLE | | |
| 210 GILBERT ST | | |
| DESIGN NUMBER | AS-BUILT NUMBER | |
| 11422622 | | |
| CONSTRUCTION MEASURE NUMBER | | |
| 100006924017 | | |
| NOTIFICATION NUMBER | | |
| 1062361969 | | |
| ORDER TYPE | ORDER NUMBER | |
| GCNC | | |
| MAINTENANCE ACTIVITY TYPE | | |
| CRS | | |
| METER ORDER NUMBER | METER NUMBER | |
| | | |
| READ | METER LOCATION | |
| | | |
| <input type="checkbox"/> SET | <input type="checkbox"/> REMOVE | <input type="checkbox"/> EXCHANGE |
| DESIGNED BY | DATE | |
| WKENNEDY | 07/26/22 | |



PC: WILL KENNEDY
517-740-2750



A CMS Energy Company SERVICE