AGENDA – CITY COUNCIL MEETING
May 28, 2013
6:30 p.m.

1. CALL TO ORDER.

2. PLEDGE OF ALLEGIANCE – Invocation by Andrew Frounfelker, 5th Ward City Councilmember.

3. ROLL CALL.

4. ADOPTION OF AGENDA.

5. PRESENTATIONS/PROCLAMATIONS.

6. CITIZEN COMMENTS – AGENDA ITEMS (3-Minute Limit).

7. CONSENT CALENDAR – Recommendation: (Accept and place on file).

A. Minutes of the Regular Meeting on May 21, 2013:
Consideration of the minutes of the regular City Council meeting of May 21, 2013.

B. Crazy Cowboy – June Annual Race Weekend Event:
Consideration of the request from The Crazy Cowboy to conduct their Annual Race Weekend Event on Mechanic St., between Cortland and Washington on June 14-16, 2013, from 6:00 p.m. to 1:00 a.m., and 8:00 p.m. to 1:00 a.m. (Contingent upon receipt of proper insurance coverage).

C. Crazy Cowboy – Big Truck Event:
Consideration of the request from The Crazy Cowboy to conduct their annual Big Truck Event on Mechanic St., between Cortland and Washington, and Cortland between Francis and Jackson, on Saturday, June 15, 2013, from 2:00 p.m. to 4:00 p.m. (Contingent upon receipt of proper insurance coverage).

D. Engineer’s Report for Monroe Street Reconstruction:
Receive the City Engineer’s Report for street reconstruction on Monroe Street from West Avenue to Clinton Road, and establishment of June 25,
2013, at the City Council meeting as the time and place to hold a public hearing of necessity.

8. **PUBLIC HEARINGS.**

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

A. **Public Hearing for Special Assessment Roll No. 4224:**
Public hearing on Special Assessment Roll No. 4224 - Delinquent Miscellaneous General Fund Accounts Receivable.

**Recommendation:** Approve a resolution confirming Roll No. 4224.

B. **Public Hearing for Special Assessment Roll No. 4225:**
Public hearing on Special Assessment Roll No. 4225 - Delinquent Miscellaneous Building Department Fund Accounts Receivable.

**Recommendation:** Approve a resolution confirming Roll No. 4225.

C. **Public Hearing for Special Assessment Roll No. 4226:**
Public hearing on Special Assessment Roll No. 4226 - Delinquent Miscellaneous Housing Code Enforcement Fund Accounts Receivable.

**Recommendation:** Approve a resolution confirming Roll No. 4226.

D. **Public Hearing for Special Assessment Roll No. 4227:**
Public hearing on Special Assessment Roll No. 4227 - Delinquent Miscellaneous Building Demolition Fund Accounts Receivable.

**Recommendation:** Approve a resolution confirming Roll No. 4227.

E. **Public Hearing for Special Assessment Roll No. 4228:**
Public hearing for Special Assessment Roll No. 4228 - Delinquent Miscellaneous CDBG Fund Accounts Receivable.

**Recommendation:** Approve a resolution confirming Roll No. 4228.

F. **Public Hearing for Special Assessment Roll No. 4229:**
Public hearing for Special Assessment Roll No. 4229 - Delinquent Miscellaneous Wastewater Fund Accounts Receivable.

**Recommendation:** Approve a resolution confirming Roll No. 4229.
G. **Public Hearing for Special Assessment Roll No. 4230:**

**Recommendation:** Approve a resolution confirming Roll No. 4230.

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

9. **OTHER BUSINESS.**

10. **NEW BUSINESS.**

   A. **Steward and Blackstone/Lansing Two-Way Contract Award:**
   Consideration of a contract award of the Steward and Blackstone/Lansing Two-Way Conversion Contract to Concord Excavating and Grading, Inc., Concord, in the amount of $80,339.45, to install a new traffic island at Steward and Lansing, and modify the pavement markings to facilitate the two way conversion, and authorization for the Mayor and City Treasurer/Clerk to execute the appropriate document(s), in accordance with the Purchasing Agent.

   B. **Resolution to Apply for an MDOT Grant – Wisner Street Paving:**
   Consideration of a resolution to apply to the Michigan Department of Transportation (MDOT) for a Transportation Economic Development Fund (TEDF) Category F Grant, and authorization for the City Treasurer/Clerk to execute the resolution, and authorization for the City Engineer to file an application for the repaving of Wisner Street from Argyle Street to Boardman Road.

   C. **Resolution Amending the HOME Grant Budget for FY 2010-2011:**
   Consideration of a resolution amending the HOME grant budget for fiscal year 2010-2011 (Year 36) to reallocate unused Community Housing Development Organization (CHDO) Operating Expense funds previously budgeted in the amount of $8,272.00 to the Down Payment Assistance activity to provide assistance to program eligible homebuyers.

   D. **Temporary Uses Fee Resolution:**
   Consideration of the Temporary Uses Fee resolution.

   E. **Brush Chipper Purchase (DPW):**
   Consideration of the purchase of one (1) new brush chipper from Morbark, Inc., Winn, Michigan, in the amount of $31,424.40, for use by the Department of Public Works.

   F. **Rehabilitation Contract – 1121 First Street:**
   Consideration of the award of the rehabilitation contract for 1121 First Street to Turn Key Home Improvement in the amount of $75,344.00.
G. **Downtown Development Authority**
Consideration of the following requests from the Downtown Development Authority:
1. Adoption of a resolution reauthorizing the collection of 1.9996 mills upon taxable real and tangible personal property not exempt by law in the DDA district for 2013-2014 pursuant to Act 197 of the Public Acts of 1975 as last amended.

11. **CITIZEN COMMENTS – NON-AGENDA ITEMS (3-Minute Limit).**
12. **CITY COUNCILMEMBERS’ COMMENTS.**
13. **MANAGER’S COMMENTS.**
14. **ADJOURNMENT.**
CALL TO ORDER:

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

PLEDGE OF ALLEGIANCE-INVOCATION:

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

ROLL CALL:


Also present: City Manager Patrick Burtch, Deputy City Attorney Bethany Smith, City Assessor David Taylor, City Engineer Jon Dowling, Police Chief Matt Heins, Finance Director Phil Hones, Deputy Fire Chief Dave Wooden, and City Treasurer/Clerk Andrew J. Wrozek Jr.

AGENDA:

Mayor Griffin added an item, “Executive Session” to the agenda to discuss pending litigation. Motion was made by Councilmember Dobies and seconded by Councilmember Woods to approve the agenda as amended. The motion was adopted by the following vote. Yeas: Mayor Griffin, and Councilmembers Woods, Greer, Schlecte, Frounfelder and Dobies—6. Nays: 0. Absent: Councilmember Jaquish—1.

CITIZEN COMMENTS – AGENDA ITEMS (3-MINUTE).

Greg Stalter of Republic Services spoke. He wanted to thank the City for the opportunity to submit a proposal for the Single Hauler Bid Program. He wanted to compliment the staff of the City on their professionalism during the bid process and for the very well written bid specs. He stated that Republic was thrilled to be the low cost provider on most of the items in the bid packet. He also stated they look forward to a long-term partnership with the City in providing State of the Art waste and recycling to all the citizens of Jackson if they are awarded the bid.
CONSENT CALENDAR:

Motion was made by Councilmember Greer and seconded by Councilmember Dobies to approve the following Consent Calendar. The motion was adopted by the following vote. Yeas: Mayor Griffin, and Councilmembers Woods, Greer, Schlecte, Frounfelder, and Dobies—6. Nays: 0. Absent: Councilmember Jaquish 1.

Consent Calendar

A. MINUTES OF THE REGULAR MEETING ON MAY 7, 2013:
   Approve the minutes of the regular City Council meeting of May 7, 2013.

B. CRUISE IN:
   Approve the request from the Jackson Downtown Development Authority to conduct Cruise Ins on Downtown streets on May 24, June 28, July 26, August 23, and September 27, 2013, from 6:00 p.m. to 9:00 p.m. (Recommended approval has been received from Police, Fire, Engineering, Public Works, and Recreation Departments, and the Downtown Development Authority. Proper insurance has been received).

C. MEMORIAL DAY PARADE AND CEREMONY:
   Approve the request from Jackson County Veteran’s Council to conduct their annual Memorial Day Parade and Ceremony from Michigan Avenue down Jackson Street to Mt. Evergreen Cemetery on Monday, May 27, 2013, from 9:00 a.m. – 12:00 p.m. (Recommended approval has been received from Police, Fire, Engineering, Public Works, and Recreation Departments, and the Downtown Development Authority. Proper insurance has been received).

D. MICK WEBSTER MEMORIAL BICYCLE TOUR:
   Approve the request from P & T Fitness to conduct their annual Mick Webster Memorial Bicycle Tour on various routes throughout the city on Saturday, June 29, 2013, from 7:00 a.m. – 3:00 p.m. (Recommended approval has been received from Police, Fire, Engineering, Public Works, and Recreation Departments, and the Downtown Development Authority. Contingent upon receipt of proper insurance).

E. JAMMIN IN JACKSON:
   Approve the request from the Downtown Development Authority to
conduct their annual Jammin in Jackson summer concert series in Bucky Harris Park on Thursday, June 13 and 27, July 11 and 25, August 8 and 22, from 5:00 p.m. to 7:00 p.m. (Recommended approval has been received from Police, Fire, Engineering, Public Works, and Recreation Departments, and the Downtown Development Authority. Contingent upon receipt of proper insurance).

F. CDBG AND HOME FINANCIAL SUMMARIES:
Receive the Community Development Block Grant (CDBG) and HOME Financial Summaries through April 30, 2013.

G. CITY FINANCIAL STATEMENTS ENDING APRIL 30, 2013:
Receive the City of Jackson’s summary of revenue and expenditures for ten (10) months ended, April 30, 2013.

OTHER BUSINESS:

A. ORDINANCE NO. 2013.11, AMENDING ARTICLE VI, CHAPTER 2, CITY CODE (SECOND/FINAL READING):
Final adoption of Ordinance No. 2013.11, amending Article VI, Chapter 2, City Code, to cap the amount of employee contributions to the retirement plan to the normal cost as determined by the City’s actuary.

Motion was made by Councilmember Greer and seconded by Councilmember Dobies to adopt ordinance 2013.11. The motion was adopted by the following vote. Yeas: Mayor Griffin, and Councilmembers Woods, Greer, Schlecte, Frounfelker and Dobies—6. Nays: 0. Absent: Councilmember Jaquish—1.

B. CORRECTIVE RESOLUTION – SPECIAL ASSESSMENT ROLL NO. 4205:
Adopt Corrective Resolution for Special Assessment Roll No. 4205 for Delinquent Miscellaneous General Fund Receivables, confirmed March 27, 2013.

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

C. CORRECTIVE RESOLUTION – SPECIAL ASSESSMENT ROLL NO. 4206:
Adopt Corrective Resolution for Special Assessment Roll No. 4206 for Delinquent Miscellaneous Building Fund Receivables, confirmed March 27, 2012.
Motion was made by Councilmember Greer and seconded by Councilmember Frounfelker to adopt the resolution. Councilmember Schlecte disclosed that a property that she bought on foreclosure was on the roll and therefore she would be abstaining from the vote. The motion was adopted by the following vote. Yeas: Mayor Griffin, and Councilmembers Woods, Greer, Frounfelker and Dobies—5. Nays: 0. Abstention: Councilmember Schlecte—1. Absent: Councilmember Jaquish—1.


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


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


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

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

H. CORRECTIVE RESOLUTION – SPECIAL ASSESSMENT ROLL NO. 4220:
Adopt Corrective Resolution for Special Assessment Roll No. 4220 for Delinquent Miscellaneous Housing Code Enforcement Fund Receivables, confirmed January 22, 2013.

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

I. CORRECTIVE RESOLUTION – SPECIAL ASSESSMENT ROLL NO. 4221:

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

J. CORRECTIVE RESOLUTION – SPECIAL ASSESSMENT ROLL NO. 4223:

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

K. SINGLE HAULER REFUSE ORDINANCE REFERENDUM PETITIONS:
Discussion of the Single Hauler Refuse Ordinance Referendum and possible disposition thereof.

Motion was made by Councilmember Woods and seconded by Councilmember Frounfelker to repeal the ordinance in its entirety. The motion was adopted by the

NEW BUSINESS

A. BID AWARD FOR 2013 LOCAL STREET CONSTRUCTION CONTRACT:
Approve the bid award of the 2013 Local Street Construction Contract to Concord Excavating and Grading, Inc., Concord, in the amount of $489,823.40, to replace the water main on Argyle Street between Walker and Cooper, build a new sanitary sewer, replace the water main and repave Rockwell Street from Jackson to Williams, and replace the water main and sanitary sewer and reconstruct the roadway with new asphalt pavement and concrete curb and gutter on Webster Street from Oakdale to Elmwood, 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 Woods and seconded by Councilmember Frounfelker to approve the award. The motion was adopted by the following vote. Yeas: Mayor Griffin, and Councilmembers Woods, Greer, Schlecte, Frounfelker and Dobies—6. Nays: 0. Absent: Councilmember Jaquish—1.

B. JACKSON COUNTY INVOICE FOR AERIAL IMAGES:
Approve the payment of $40,000.00 to the County of Jackson for Aerial Imaging.

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

C. CHANGE ORDER NO. 1 – 2013 AS NEEDED SURVEY CONSULTING SERVICES CONTRACT:
Approve Change Order No. 1 to the contract with Wade Trim, in the increased amount of $50,800.00 to provide survey and traffic signal design at three intersections for planned future projects, and authorization for the City Manager and City Engineer to execute the appropriate document.

Motion was made by Councilmember Greer and seconded by Councilmember Woods to approve the request. The motion was adopted by the following vote. Yeas: Mayor Griffin, and Councilmembers Woods, Greer, Schlecte, Frounfelker and Dobies—6. Nays: 0. Absent: Councilmember Jaquish—1.
D. THREE (3) TRANSFER OF PROPERTY & DEMOLITION OR REHABILITATION:
Approve three (3) Agreements Regarding Transfer of Property and Demolition or Rehabilitation of Dangerous and Unsafe Structure, and authorization for the Mayor to execute the agreements, and accept quit claim deeds for conveyance of properties upon review and approval by the City Attorney’s office.

Motion was made by Councilmember Schlecte and seconded by Councilmember Froun Felker to approve the request. The motion was adopted by the following vote. Yea:s: Mayor Griffin, and Councilmembers Woods, Greer, Schlecte, Froun Felker and Dobies—6. Nays: 0. Absent: Councilmember Jaquish—1.

E. BID AWARD FOR PURCHASE OF AIR CONDITIONERS FOR THE FIRE DEPARTMENT:
Approve the bid award to Paul E. Bengel Company in the amount of $67,639.00 to upgrade and replace the air conditioning system at the Central Fire Station, 518 N. Jackson St.

Motion was made by Councilmember Schlecte and seconded by Councilmember Woods to approve the award. The motion was adopted by the following vote. Yeas: Mayor Griffin, and Councilmembers Woods, Greer, Schlecte, Froun Felker and Dobies—6. Nays: 0. Absent: Councilmember Jaquish—1.

F. NEW CARRIER FOR LIFE, VOLUNTARY LIFE AND LONG TERM DISABILITY INSURANCES:
Authorize the City Manager to execute the appropriate contract documents with mutual of Omaha for the provision of Life Insurance, Voluntary Life Insurance, and Long Term Disability Insurance for City of Jackson Employees, effective in May 2013.

Motion was made by Councilmember Greer and seconded by Councilmember Schlecte to approve the request. The motion was adopted by the following vote. Yeas: Mayor Griffin, and Councilmembers Woods, Greer, Schlecte, Froun Felker and Dobies—6. Nays: 0. Absent: Councilmember Jaquish—1.

G. NON-UNION RETIREE HEALTHCARE BENEFITS:
Authorize the City Manager to execute the appropriate contract documents with Blue Cross Blue Shield of Michigan and JFP Benefit Management Inc., for the provision of the CBPPOS5000 Pre-Age 65 Non-union Retiree Health Insurance Plan effective July 1, 2013.

Motion was made by Councilmember Froun Felker and seconded by Councilmember Dobies to approve the request. The motion was adopted by the following

H. FY 2013-2014 BUDGET DISCUSSIONS:
Discussion of the Fiscal Year 2013-2014 Budget.

Mr. Burch spoke regarding the highlights of the budget and the changes that have been made. He wanted to thank everyone for their cooperation and feedback during the budget process. He also announced that Jonathan Greene was hired as the new Economic Development Director, and stated that Jonathan will also continue to do his previous duties of the DDA.

Motion was made by Councilmember Greer and seconded by Councilmember Woods to adopt the budget resolution with the proposed changes. The motion was adopted by the following vote. Yeas: Mayor Griffin, and Councilmembers Woods, Greer, Schlecte, Frounfelker and Dobies—5. Nays: Schlecte—1. Absent: Councilmember Jaquish—1.

I. EXECUTIVE SESSION
Discussion of pending litigation.

Motion was made by Councilmember Woods and seconded by Councilmember Greer to go into Executive Session to discuss pending litigation. The motion was adopted by the following vote. Yeas: Mayor Griffin, and Councilmembers Woods, Greer, Schlecte, Frounfelker and Dobies—6. Nays: 0. Absent: Councilmember Jaquish—1.

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

Motion was made by Councilmember Dobies and seconded by Councilmember Woods to direct the City Attorney to proceed as discussed in Executive Session. The motion was adopted by the following vote. Yeas: Mayor Griffin, and Councilmembers Woods, Greer, Schlecte, Frounfelker and Dobies—6. Nays: 0. Absent: Councilmember Jaquish—1.

CITIZEN COMMENTS – NON-AGENDA ITEMS (3-MINUTE LIMIT):

County Commissioner John Polaczyk challenged the City Council to a game of miniature golf against the County to benefit Catholic Charities. He left forms for the Council to create a foursome to participate.
CITY COUNCILMEMBERS’ COMMENTS:

Councilmember Woods—stated that the first bus ride to Aldi took place on Saturday the 18th. She said that Councilmember Frounfelker rode the bus to Aldi with some residents, and the residents enjoyed riding with him. She said that Aldi did a superb job, and she is very pleased with the new program. She wanted to commend the Council for spending the money for the program, and she said she still hopes there will be interest in bringing a grocery store into one of the wards.

Councilmember Greer—said on Thursday May 16th he, Deputy City Attorney Bethany Smith, Code Enforcement Supervisor Dennis Diffenderfer went with the Michigan Municipal League to testify in front of the House Legislative Committee Meeting to speak on Senate bills 35-39 concerning blight courts. He wanted to give kudos to Bethany and Dennis for the great jobs they did.

Councilmember Schlecte—wished to congratulate Jonathan Greene on his new position. She said she was excited that we have such a confident person in the economic development part of the City. She also stated that roads and noise pollution were concerns with the garbage ordinance. She said she was for the garbage ordinance; however she felt the bids were too high. Lastly, she said she would like to explore limiting the days garbage can be picked up in certain areas.

Councilmember Frounfelker—stated he enjoyed riding the bus and shopping at Aldi. He feels it is a good program, but he thinks it will take time to grow the program. He said he will continue to ride the bus because it was a good time. He said he rode a JTA bus out to the airport on Smart Commute Day for the dedication of the aviatory statue for the WWII aviators that were trained at JCC. He said one of his visions was met by passing a budget that contained a tax reduction in it. He said he felt the Council makes decisions that follow their commitment to values, and that each decision they make is tied to reason. He wanted to congratulate residents for the tax reduction.

Councilmember Dobies—wanted to congratulate Jonathan Greene and he said he looks forward to working with Jonathan in his new capacity. He wanted to provide clarification on the single hauler garbage ordinance. He said that he was glad that they could rescind the ordinance because the bids were higher than expected. He feels there is a lot of community support for the aim of where the City is going as a community. He asked that City Administration and Councilmembers continue to hold public meetings to discuss how to move forward in cleaning up the City. He said this is a first attempt by having conversations with residents to cut costs collectively as a community that everyone can agree upon. He also wanted to thank the City staff for all their time and effort in helping to create the budget. He said given all the trouble other cities are in with massive deficits and emergency financial managers coming into play, it stands as a testament to the hard work of the City that during difficult economic times we are proposing tax and other cuts while increasing a fund balance. He said this makes
Jackson a more attractive place for families and businesses to locate. He wished everyone a Happy Memorial Day.

Mayor Griffin wanted to thank Todd Knepper, DPW, and City Engineer Jon Dowling for the basic skim coating they did on 4th Street. He said he has received calls from parents with children marching in the Rose Parade that were concerned with the condition of the road. He said it was a minor band aid that will go a long way. He said the City will probably be ridiculed because we will be tearing it up in a couple of weeks, but it was a minor patch and it went a long way with the schools and the students that will be marching in the parade.

MANAGER’S COMMENTS:

Mr. Burtch wanted to thank Council for passing an excellent budget. He also wanted to thank staff again for the hard work that was contributed. He wanted to thank staff for their ability and willingness to jump to the task. He wanted to give kudos to DPW crew for working hard with the blight that is in town. He said we are going to be catching up on the mowing in town. He said if citizens have any issues to call him, Todd, or Sandy. He said the day of having 3ft grass in a lot is not going to happen anymore. Lastly, he said he appreciates all the efforts of the staff, and the Council for having the foresight to produce budgets that are responsible in sharing some of the savings that the Council has created with the citizens.

ADJOURNMENT:

No further business being presented, a motion was made by Councilmember Greer to adjourn the meeting. The motion was adopted by unanimous voice vote and the meeting adjourned at 7:32 p.m.

Andrew J. Wrozek Jr.
City Treasurer/Clerk

AJW/car
MEMO TO: Honorable Mayor and City Council Members

FROM: Jonathan Greene, Executive Director

SUBJECT: Special Event Application: June Annual Race Weekend Event

RECOMMENDATION: Approve the request from The Crazy Cowboy to conduct their Annual Race Weekend Event on Mechanic St. between Cortland and Washington on June 14th-16th, 2013 from 6:00 p.m. to 1:00 a.m. and 8:00 p.m. to 1:00 a.m. This event is contingent upon receipt of proper insurance coverage, as insurance company requires purchase of non-refundable special event insurance.

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.

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<th>Department</th>
<th>Approval</th>
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$699

Conditions and Considerations:
- Any markings on pavement/sidewalk will need to be done in temporary marker, ie chalk
- Applicant is responsible for removal/cleanup of trash, garbage, and debris
- All expenses realized by the City for setup/take down not associated with a community event will be reimbursed to the City by the applicant

Insurance Status: Pending
CITY OF JACKSON
SPECIAL EVENT APPLICATION
Downtown Development Authority ~ 161 W. Michigan Avenue ~ Jackson, MI 49201
(517) 768-8410

Date Received By DDA Office: 11/13 Time: __________ By: RSR

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

Sponsoring Organization's Legal Name: Crazy Cowboy, LLC
Organization Address: 215 S. Mechanic St.
Organization Agent: Kimberly Gannett Title: Owner
Phone: (work) 817-1910 Phone: (home) 774-5784 Phone: (during the event) 812-1031
Agent's Address: 39109 E. South St.
Agent's E-Mail Address: info@thecrazycowboy.com
Event Name: Annual Race Weekend Event
Please give a brief description of the proposed special event:

The Miss NASCAR Weekend that brings hundreds of people to downtown Jackson

Event Day(s) & Date(s): June 14th, 15th, 16th
Event Time(s): June 14th 6pm-1am June 15th 8pm-1am
Set-Up Date & Time: June 14th 2013 3pm Tear-Down Date & Time: June 16th 2am
Event Location: on Mechanic St. between Cortland & Washington

ANNUAL EVENT: Is this event expected to occur next year? (circle one)
YES NO
How many years has this event occurred? ______________ 8

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

STREET CLOSURES: Start Date/Time June 14th 3pm through Date/Time: June 17th 1am

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

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

DO YOU PLAN TO HAVE ALCOHOL SOLD/SERVED AT THIS EVENT? YES NO
If yes, Please attach liquor license and liquor liability insurance.
If yes, what time? June 14th 2013 until June 16th 2013 1am
ENTERTAINMENT: Are there any entertainment features related to this event? **YES**  **NO**
If yes, provide an attachment listing all bands/performers, type of entertainment, and performance schedule.

LOCAL BANDS: 3pm-8pm  8pm-12am

ATTENDANCE: What is the expected (estimated) attendance for this event?  500 - 800

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

REST ROOMS: Are you planning to provide portable rest rooms at the event? **YES**  **NO**
If yes, how many? 4
As an event organizer, you must consider the availability of rest room facilities during this event. Consideration should be made regarding the type of event, the length of time it will be held, the number of people, etc. You must determine the rest room facilities in the immediate area of the event venue and then identify the potential need for portable facilities. Remember to identify accessible facilities for ADA requirements as well.

OTHER REQUESTS: (i.e., Police Department assistance, Fire Dept., street closures, electrical, etc.)

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See attached letter dated Jan 11, 2013

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INSURANCE: All sponsors of special events must carry liability insurance with coverage of at least $500,000. An event sponsor must provide a valid certificate of insurance naming the City of Jackson and Downtown Development Authority as an additional named insured party on the policy, for the specified event.

CERTIFICATION AND SIGNATURE: I understand and agree on behalf of the sponsoring organization that:

- A Certificate of Insurance must be provided which names the City of Jackson as an additional named insured party on the policy.
- A $25 Special Event Application fee must be submitted along with this Special Event Application.
- All food vendors must be approved by the Jackson County Health Department, and each food or other vendor must provide the City of Jackson with a Certificate of Insurance which names the City of Jackson as an additional named insured party on the policy.
- The approval of this special event may include additional requirements, limitations, or fees, based on the City's review of this application.
- Applicants who fail to clean up and repair damages to the Event Area may be billed for City services and such failure will be considered for future applications.

As the duly authorized agent of the sponsoring organization, I am applying for approval of this Special Event, affirm the above understandings, and agree that my sponsoring organization will comply with the terms of the written confirmation of approval, and all other City requirements, ordinances and other laws, which apply to this Special Event. By signing this Special Event Application, I declare I am 21 years of age or older.

Date: 1/14/2013
Signature of Sponsoring Organization’s Agent

RETURN THIS APPLICATION at least thirty (30) days before the first day of the event to:
DOWNTOWN DEVELOPMENT AUTHORITY
161 W. MICHIGAN AVENUE  JACKSON, MI 49201
MEMO TO: Honorable Mayor and City Council Members

FROM: Jonathan Greene, Executive Director

SUBJECT: Special Event Application: Big Truck Event

RECOMMENDATION: Approve the request from The Crazy Cowboy to conduct their annual Big Truck Event on Mechanic St. between Cortland and Washington, and Cortland between Francis and Jackson, on Saturday, June 15th, 2013 from 2:00 p.m. to 4:00 p.m. This event is contingent upon receipt of proper insurance coverage, as insurance company requires purchase of non-refundable special event insurance.

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

<table>
<thead>
<tr>
<th>Department</th>
<th>Approval</th>
<th>Denial</th>
<th>Economic Impact</th>
</tr>
</thead>
<tbody>
<tr>
<td>Police</td>
<td>x</td>
<td></td>
<td>$0</td>
</tr>
<tr>
<td>Fire</td>
<td>x</td>
<td></td>
<td>$0</td>
</tr>
<tr>
<td>Engineering</td>
<td>x</td>
<td></td>
<td>$0</td>
</tr>
<tr>
<td>Public Works</td>
<td>x</td>
<td></td>
<td>$376</td>
</tr>
<tr>
<td>Recreation</td>
<td>x</td>
<td></td>
<td>$0</td>
</tr>
<tr>
<td>DDA</td>
<td>x</td>
<td></td>
<td>$0</td>
</tr>
</tbody>
</table>

$376

Conditions and Considerations:
- Any markings on pavement/sidewalk will need to be done in temporary marker, ie chalk

Insurance Status: Pending
att: Special Event Application: Big Truck Event
JG/RR
CITY OF JACKSON
SPECIAL EVENT APPLICATION
Downtown Development Authority ~ 161 W. Michigan Avenue ~ Jackson, MI 49201
(517) 768-6410

Date Received By DDA Office: 1/15/13 Time:__________ By: RSR

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

Sponsoring Organization's Legal Name: The Crazy Cowboy
Organization Address: 215 S Mechanic St
Organization Agent: Kimberly Gaines Title: Owner
Phone: (work) 810-1910 Phone: (home) 714-5784 Phone: (during the event) 812-1037
Agent's Address: 39109 E. South St.
Agent's E-Mail Address: info@thecrazycowboy.com
Event Name: Big Truck Event

Please give a brief description of the proposed special event: Free family event 30+ family friendly event

Event Day(s) & Date(s): June 15th, 2013
Event Time(s): 2-4pm
Set-Up Date & Time: 11am June 15th Tear-Down Date & Time: 5pm June 15th
Event Location: Mechanic St between Cortland & Washington Cortland St between Francis & S Jackson

ANNUAL EVENT: Is this event expected to occur next year? (circle one) YES NO
How many years has this event occurred? __________

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

STREET CLOSURES: Start Date/Time: June 15th 11am through Date/Time: June 15th 5pm

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

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

DO YOU PLAN TO HAVE ALCOHOL SOLD/SERVED AT THIS EVENT? YES NO
If yes, please attach liquor license and liquor liability insurance.
If yes, what time? __________________________ until __________________________
ENTERTAINMENT: Are there any entertainment features related to this event? **NO**
If yes, provide an attachment listing all bands/performers, type of entertainment, and performance schedule.

ATTENDANCE: What is the expected (estimated) attendance for this event? **400 - 600**

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

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

OTHER REQUESTS: (i.e., Police Department assistance, Fire Dept., street closures, electrical, etc.)
*request any city vehicle to be a part of this event*
*also for all street closure fees to be waived for this community event*

INSURANCE: All sponsors of special events must carry liability insurance with coverage of at least $500,000. An event sponsor must provide a valid certificate of insurance naming the City of Jackson and Downtown Development Authority as an additional insured party on the policy, for the specified event.

CERTIFICATION AND SIGNATURE: I understand and agree on behalf of the sponsoring organization that:
A Certificate of Insurance must be provided which names the City of Jackson as an additional named insured party on the policy.
A $25 Special Event Application fee must be submitted along with this Special event Application.
All food vendors must be approved by the Jackson County Health Department, and each food or other vendor must provide the City of Jackson with a Certificate of Insurance which names the City of Jackson as an additional named insured party on the policy.
The approval of this special event may include additional requirements, limitations, or fees, based on the City’s review of this application.
Applicants who fail to clean up and repair damages to the Event Area may be billed for City services and such failure will be considered for future applications.
As the duly authorized agent of the sponsoring organization, I am applying for approval of this Special Event, affirm the above understandings, and agree that my sponsoring organization will comply with the terms of the written confirmation of approval, and all other City requirements, ordinances and other laws, which apply to this Special Event. By signing this Special Event Application, I declare I am 21 years of age or older.

1/14/2013
Date
Signature of Sponsoring Organization’s Agent

RETURN THIS APPLICATION at least thirty (30) days before the first day of the event to:
DOWNTOWN DEVELOPMENT AUTHORITY
161 W. MICHIGAN AVENUE, JACKSON, MI 49201
The BIG Truck Event

Saturday, June 16th
2pm-4pm
FREE for all Ages

Fire Truck
Dump Truck
Ambulance
Police Car
Army Truck
Huge Crane
Oil Truck

Monster Truck
Garbage Truck
Semi-Truck
Cement Truck
School Bus
Bucket Truck
& MORE!!

Downtown Jackson on Mechanic St. between Washington Ave & Michigan Ave

Moon Walk, Games, Prizes, Face Painting,
Huge Inflatable's, Goody Bags and MORE!

And the best part about it...
It's ALL FREE!

FREE Family Event

Organized & Sponsored by

The Crazy Cowboy
and many local Businesses & Organizations

2012 Flyer
TO: Honorable Mayor and City Councilmembers

FROM: Patrick H. Burtch, City Manager
        Jon H. Dowling, P.E., City Engineer

SUBJECT: Engineer’s Report for Monroe Street Reconstruction – West Avenue to Clinton Road

RECOMMENDATION: Receive the Engineer’s Report for street reconstruction on Monroe Street from West Avenue to Clinton Road and establishment of June 25, 2013, at the City Council meeting as the time and place to hold a public hearing of necessity.

The Department of Neighborhood and Economic Operations - Engineering requests that City Council establish a public hearing of necessity to be held June 25, 2013, for street reconstruction on Monroe Street from West Avenue to Clinton Road. This report is prepared for City Council per the Assessment Policy regarding the necessity of street construction.

Engineering records show that the pavement on Monroe Street was constructed in 1965 and resurfaced with a single course of asphalt in 1978. The sanitary sewer was replaced in 1992 by trench construction. The pavement was chipsealed in 1993 and cracksealed in 1999. The condition of the concrete curb and gutter is good. However, the existing pavement has deteriorated with cracking throughout and scattered potholes. The attached photos show the current street conditions.

Engineering proposes full depth pavement replacement with new aggregate base and asphalt pavement. Water main upgrades will not be necessary as there is no water main on this block of Monroe Street.

Estimated project costs and funding are as follows:

<table>
<thead>
<tr>
<th></th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>MDOT/FHWA Funds</td>
<td>$ 87,200.00</td>
</tr>
<tr>
<td>Street Construction Assessments</td>
<td>$ 45,993.11</td>
</tr>
<tr>
<td>Total Project Cost</td>
<td>$ 133,193.11</td>
</tr>
</tbody>
</table>

The established individual assessment information has been reviewed by the City Assessor and includes corner lot benefits where applicable. According to the City Code, the City Assessor determines if corner lot benefits are granted. Associated costs are shown on the attached assessment maps. If this project is ordered, the assessment roll can be spread over a period of time. The number of years is based on the highest individual assessment amount that produces the longest period of time allowed for payment. Based on a schedule of assessments adopted by resolution on February 05, 2013, and on the highest individual assessments for this project, the number of annual installment periods will be ten.

TRW:sms

c: Dave Taylor, City Assessor
    Andrew J. Wrozek, Jr., City Treasurer/Clerk
    Troy R. White, P.E., Senior Civil Engineer
Photo 1: Facing west from east side of Clinton Road intersection

Photo 2: Facing northeast across Clinton intersection from southwest corner
Photo 3: Facing east on south side of the street from mid-block

Photo 4: Facing west on south side of the street from mid-block
Photo 5: Facing east on north side of the street from West Avenue

Photo 6: Facing east on north side of the street from mid-block
CITY COUNCIL MEETING
May 28, 2013

MEMO TO: Honorable Mayor and City Councilmembers

FROM: Andrew J. Wrozek, Jr., City Treasurer/City Clerk

SUBJECT: Confirmation of Special Assessment Roll Nos. 4224-4230

---

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

A. PUBLIC HEARING ON SPECIAL ASSESSMENT ROLL NO. 4224
DELIBUENT MISCELLANEOUS GENERAL FUND ACCOUNTS RECEIVABLE

RECOMMENDATION: Approve Resolution Confirming Roll No. 4224

B. PUBLIC HEARING ON SPECIAL ASSESSMENT ROLL NO. 4225
DELIBUENT MISCELLANEOUS BUILDING DEPARTMENT FUND ACCOUNTS RECEIVABLE

RECOMMENDATION: Approve Resolution Confirming Roll No. 4225

C. PUBLIC HEARING ON SPECIAL ASSESSMENT ROLL NO. 4226
DELIBUENT MISCELLANEOUS HOUSING CODE ENFORCEMENT FUND ACCOUNTS RECEIVABLE

RECOMMENDATION: Approve Resolution Confirming Roll No. 4226

D. PUBLIC HEARING ON SPECIAL ASSESSMENT ROLL NO. 4227
DELIBUENT MISCELLANEOUS BUILDING DEMOLITION FUND ACCOUNTS RECEIVABLE

RECOMMENDATION: Approve Resolution Confirming Roll No. 4227

E. PUBLIC HEARING ON SPECIAL ASSESSMENT NO. 4228 DELIBUENT MISCELLANEOUS CDBG FUND ACCOUNTS RECEIVABLE

RECOMMENDATION: Approve Resolution Confirming Roll No. 4228
F. PUBLIC HEARING ON SPECIAL ASSESSMENT NO. 4229 DELINQUENT MISCELLANEOUS WASTEWATER FUND ACCOUNTS RECEIVABLE

RECOMMENDATION: Approve Resolution Confirming Roll No. 4229

G. PUBLIC HEARING ON SPECIAL ASSESSMENT NO. 4230 DELINQUENT MISCELLANEOUS PUBLIC WORKS FUND ACCOUNTS RECEIVABLE

RECOMMENDATION: Approve Resolution Confirming Roll No. 4230

Adjourn as a Board of Review and reconvene as City Council
TO: Honorable Mayor and City Councilmembers

FROM: Patrick H. Burtch, City Manager
Jon H. Dowling, P.E., City Engineer

SUBJECT: Recommendation of Contract Award of Steward and Blackstone/Lansing Two Way Conversion

RECOMMENDATION: Approval of the contract award of the Steward and Blackstone/Lansing Two-Way Conversion Contract to Concord Excavating and Grading, Inc., of Concord, Michigan, in the amount of $80,339.45, to install a new traffic island at Steward and Lansing and modify the pavement markings to facilitate the two way conversion, and authorization for the Mayor and City Treasurer/Clerk to execute the appropriate document(s), in accordance with the Purchasing Agent.

On May 14, 2013, bids for the Steward and Blackstone/Lansing Two Way Conversion Contract were received and opened. This project will install a new traffic island at Steward and Lansing and modify the pavement markings to facilitate the two way conversion. The Engineer’s estimate for this project is $82,726.70. Three companies met all qualification requirements and provided bids, as follows:

<table>
<thead>
<tr>
<th>Company</th>
<th>Cost</th>
</tr>
</thead>
<tbody>
<tr>
<td>Concord Excavating and Grading, Inc., Concord, MI</td>
<td>$80,339.45</td>
</tr>
<tr>
<td>Bailey Excavating, Jackson, MI</td>
<td>$98,555.55</td>
</tr>
<tr>
<td>5 Leprechauns, Jackson, MI</td>
<td>$129,014.26</td>
</tr>
</tbody>
</table>

In concurrence with the Purchasing Agent, it is the recommendation of the Department of Neighborhood and Economic Operations-Engineering to award the Steward and Blackstone/Lansing Two Way Conversion Contract to Concord Excavating and Grading, Inc., of Concord, Michigan, in the amount of $80,339.45. This will be paid out of various project accounts in the Major Street Fund.

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

JHD/sms

C: Troy R. White, P.E., Senior Civil Engineer
Andrew J. Wrozek, Jr., City Treasurer/Clerk
Philip J. Hones, Purchasing Agent
Shelly Allard, Purchasing Coordinator
Lucinda Schultz, Accounting Manager
MEMO TO: Honorable Mayor and City Councilmembers

FROM: Patrick H. Burtch, City Manager
       Jon H. Dowling, P.E., City Engineer

SUBJECT: Resolution to Apply for a Michigan Department of Transportation Grant
          For Wisner Street Repaving

RECOMMENDATION: Consideration of a resolution to approve an application to the Michigan Department of Transportation (MDOT) for a Transportation Economic Development Fund (TEDF) Category F Grant, authorization for the City Treasurer/Clerk to execute the resolution, and authorization for the City Engineer to file an application for the repaving of Wisner Street from Argyle Street to Boardman Road.

The Michigan Department of Transportation (MDOT) is accepting applications for Transportation Economic Development Fund (TEDF) Category F grants for fiscal year 2014-15. Appropriate road construction projects for Category F funding are those which improve access to the State all-season system, improve safety and all-season capabilities on routes with high commercial traffic, and/or improve access to state trunklines.

Engineering has evaluated City streets that are eligible for federal funding based upon the above criteria and selected Wisner Street from Argyle Street to Boardman Road as an appropriate candidate for Category F funding. We propose to mill and resurface the pavement on Wisner Street and to construct sidewalk on the east side of Wisner Street. Estimated cost for the proposed construction is $716,000. The federal share of this amount would be $375,000 with the City share being $341,000.

Engineering has been applying for grants to improve the streets in this commercial part of the City. In 2010, the City received ARRA funds to replace the pavement on Argyle Street from Wisner Street to West Avenue, and in 2006 the City received safety funds to widen Wisner from four to five lanes between North Street and Argyle.

I am requesting that the attached resolution to apply for Category F funding through the Michigan Department of Transportation for Wisner Street be approved, the City Treasurer/Clerk be authorized to execute the resolution, and the City Engineer be authorized to file an application.

If you have questions, please contact me.

JHD:sm

C: Andrew J. Wrozek, Jr., City Treasurer/Clerk
   Troy R. White, P.E., Senior Civil Engineer
RESOLUTION

BY THE CITY COUNCIL:

WHEREAS, the Department of Neighborhood and Economic Operations - Engineering has determined that Wisner Street from Argyle Street to Boardman Road is in need of repaving; and

WHEREAS, Engineering has determined that sidewalk construction is needed on the east side of Wisner from Argyle Street to Boardman Road, in keeping with the City's policy for Complete Streets; and

WHEREAS, The Michigan Department of Transportation has called for Transportation Economic Development Fund (TEDF) Category F projects for fiscal year 2014-2015; and

WHEREAS, the maximum amount of each grant is $375,000; and

WHEREAS, based upon engineering conceptual estimates, the projected construction cost is $716,000, with the Category F amount of $375,000; and

WHEREAS, the balance of the conceptual construction cost is $341,000, and estimated engineering costs are $128,880, for a total estimated City cost of $469,880; and

WHEREAS, the City cost will be paid with assessments and the Major Street Fund;

NOW, THEREFORE, BE IT RESOLVED, that the City Council of the City of Jackson hereby certifies its support of the filing by the City Engineer on behalf of the City of Jackson an application for Wisner Street pavement mill and resurfacing with sidewalk construction from Argyle Street to Boardman Road under the Michigan Department of Transportation TEDF Program.

* * * * * *

State of Michigan 
County of Jackson
City of Jackson

I, Andrew W. Wrozek, Jr., City Treasurer/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 28th day of May, 2013.

IN WITNESS WHEREOF, I have hereto affixed my signature and the Seal of the City of Jackson, Michigan, on this 29th day of May, 2013.

Andrew Jr. Wrozek, Jr.
City Treasurer/Clerk
TO: Honorable Mayor and City Councilmembers

FROM: Patrick H. Burtch, City Manager

SUBJECT: Resolution to Amend the HOME Grant Budget for Fiscal Year 2010-2011

RECOMMENDATION

Approve the resolution to amend the HOME grant budget for fiscal year 2010-2011 (Year 36) to reallocate unused CHDO Operating Expense funds previously budgeted in the amount of $8,272 to the Down Payment Assistance activity to provide assistance to program-eligible homebuyers.

The Jackson Affordable Housing Corporation (JAHC) received funding to serve as the City’s Community Housing Development Organization (CHDO) during fiscal year 2010-2011, which included an allocation for operating expenses. JAHC has fully completed its CHDO-eligible activities for the City, but has a balance of $8,272 in unspent operating expenses.

JAHC also received funding from the 2010-2011 HOME grant to conduct a Down Payment Assistance Program to provide qualifying homebuyers up to $3,000 towards closing costs and down payments necessary to purchase a home. Currently, JAHC has $5,179 available to provide down payment assistance and has requested City Council consider amending the HOME grant budget for fiscal year 2010-2011 to reallocate the unspent CHDO Operating Expenses of $8,272 to the Down Payment Assistance activity. Staff recommends this reallocation be allowed.

Cc: Steve Maga, City Accountant
    Heather Soat, Accounting Manager
    Michelle Pultz-Orthaus, Records Management Coordinator
City of Jackson, Michigan  
Resolution to Amend the Fiscal Year 2010/2011 (Year 36) HOME Budget

Whereas, the U.S. Department of Housing and Urban Development approved the HOME Investments Partnerships Program (HOME) activities for fiscal year 2010/2011 (Year 36); and

Whereas, the City Council previously allocated funds for CHDO Operating Expenses to Jackson Affordable Housing Corporation; and

Whereas, the City Council desires to reallocate a portion of these funds to be made available for Down Payment Assistance administered by Jackson Affordable Housing Corporation for use in Year 36.

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

<table>
<thead>
<tr>
<th>Account #</th>
<th>Account Description</th>
<th>Current Budget</th>
<th>Revised Budget</th>
<th>Change</th>
</tr>
</thead>
<tbody>
<tr>
<td>287-286-036-814.003</td>
<td>Down Payment Assistance</td>
<td>40,000</td>
<td>48,272</td>
<td>8,272</td>
</tr>
<tr>
<td>287-286-036-814.004</td>
<td>CHDO Operating Expenses</td>
<td>8,272</td>
<td>0</td>
<td>(8,272)</td>
</tr>
</tbody>
</table>

* * * * *

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

I, Andrew J. Wróżek Jr., City Treasurer/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 28th day of May, 2013.

IN WITNESS WHEREOF, I have hereto affixed my signature and the Seal of the City of Jackson, Michigan, on this 29th day of May, 2013.

Andrew J. Wróżek Jr.  City Treasurer/Clerk
MEMO TO: Honorable Mayor and City Councilmembers

FROM: Bethany M. Smith, Deputy City Attorney

DATE: May 23, 2013

SUBJECT: Chapter 16 Temporary Uses Fee Resolution

RECOMMENDATION: Approve the Temporary Uses Fee Resolution.

Attached please find a clean copy and a black-lined copy of a proposed Fee Resolution that revises the current fees for Sidewalk Cafes in order to reduce the fee previously approved by the City Council. All other fees in the Resolution were approved by the City Council on April 9, 2013 and remain unchanged.

The requisite action is to approve the Resolution.

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

cc w/att: Patrick Burtch, City Manager
       Julius A. Giglio, City Attorney
RESOLUTION

BY THE CITY COUNCIL:

WHEREAS, the City of Jackson has experienced an increase in the costs associated with the licensing of businesses, trades, and occupations; and

WHEREAS, the City of Jackson wishes to establish fees for certain licenses by Resolution rather than by Ordinance to allow for flexibility in the establishment of license fees; and

NOW, THEREFORE, BE IT RESOLVED that the City of Jackson establishes the following license fees for licenses as prescribed in the following entries of this Resolution:

A. Carnivals, amusement rides and other shows ...........................................$ 300.00
B. Concessionaires ..............................................................$ 190.00
C. Donation boxes .............................................................$ 175.00
D. Garage or yard sales .........................................................$ 25.00
E. Outdoor sales and displays ..................................................$ 100.00
F. Peddlers .................................................................$ 215.00
G. Sidewalk cafes ...............................................................$ 85.00
H. Special events (circuses, festivals, fairs, events, bazaars or other specially scheduled activity) ...........................................$ 345.00
I. Temporary outdoor sales ...................................................$ 175.00
J. Transient merchant indoor sales .............................................$ 335.00
K. Transient merchant outdoor sales .........................................$ 335.00

State of Michigan 
County of Jackson ss
City of Jackson

I, Randy Wrozek, 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 __________, 2013.

IN WITNESS WHEREOF, I have hereto affixed my signature and the seal of the City of Jackson, Michigan, on this ___ day of __________, 2013.

_________________________ City Clerk
RESOLUTION

BY THE CITY COUNCIL:

WHEREAS, the City of Jackson has experienced an increase in the costs associated with the licensing of businesses, trades, and occupations; and

WHEREAS, the City of Jackson wishes to establish fees for certain licenses by Resolution rather than by Ordinance to allow for flexibility in the establishment of license fees; and

NOW, THEREFORE, BE IT RESOLVED that the City of Jackson establishes the following license fees for licenses as prescribed in the following entries of this Resolution:

A. Carnivals, amusement rides and other shows .................. $ 300.00
B. Concessionaires .............................................. $ 190.00
C. Donation boxes .............................................. $ 175.00
D. Garage or yard sales ........................................ $ 25.00
E. Outdoor sales and displays .................................. $ 100.00
F. Peddlers .......................................................... $215.00
G. Sidewalk cafes ................................................ $185.00
H. Special events (circuses, festivals, fairs, events,
   bazaars or other specially scheduled activity) ............ $ 345.00
I. Temporary outdoor sales ..................................... $ 175.00
J. Transient merchant indoor sales ........................... $ 335.00
K. Transient merchant outdoor sales ........................... $ 335.00

State of Michigan  
County of Jackson  
City of Jackson  

I, Randy Wrozek, 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 ________, 2013.

IN WITNESS WHEREOF, I have hereto affixed my signature and the seal of the City of Jackson, Michigan, on this ____ day of ________, 2013.

_________________________________ City Clerk
MEMO TO: Honorable Mayor and City Councilmembers

FROM: Patrick H. Burtch, City Manager
      Todd Knepper, Department of Public Works

SUBJECT: Consideration of a request to approve the purchase of one (1) new brush chipper from Morbark, Inc. of Winn, Michigan in the amount of $31,424.40.

RECOMMENDATION:
To approve the purchase of one (1) new brush chipper from Morbark, Inc. of Winn, Michigan in the amount of $31,424.40 for use by the Department of Public Works.

On May 9, 2013, the City of Jackson Purchasing Department accepted five sealed bids for a brush chipper to be utilized in the Department of Public Works. Four of the five bids received included variations from the bid specifications, while Bandit Industries meets 100% of the specifications for this piece of equipment, but is $4,466.85 more than the lowest bid Morbark, Inc. unit.

The variations in the Morbark, Inc. bid include the following items:
- A TorquMax feed system versus a spring-loaded slide box;
- 37-inch diameter chipper disc versus a 40-inch as specified;
- 24.5 gallon fuel tank versus a 40 gallon tank specified;
- Channel frame versus a tube frame;
- 125 horsepower engine versus a 140 horsepower engine specified.

The numbers of variations in the remaining three bids are significant enough to remove them from consideration.

<table>
<thead>
<tr>
<th>BIDDER</th>
<th>COST</th>
<th># of VARIATIONS</th>
</tr>
</thead>
<tbody>
<tr>
<td>Morbark, Inc., Winn, MI</td>
<td>$31,424.40</td>
<td>Five (5)</td>
</tr>
<tr>
<td>Altec Industries, Creedmoor, NC</td>
<td>$33,250.00</td>
<td>Thirteen (13)</td>
</tr>
<tr>
<td>Brown Equipment Co., Ft. Wayne, IN</td>
<td>$35,151.96</td>
<td>Sixteen (16)</td>
</tr>
<tr>
<td>Bandit Industries, Inc., Remus, MI</td>
<td>$35,891.25</td>
<td>Met all specifications</td>
</tr>
<tr>
<td>Southeastern Equipment, Holt, MI</td>
<td>$41,125.00</td>
<td>Five (5)</td>
</tr>
</tbody>
</table>

The two chipper units currently in operation at DPW are Bandit Industries machines, and have each been in operation for 22 years. Each unit has approximately 3,000 hours of run time accrued.

This purchase is included in the approved 2012-2013 Department of Public Works budget line item 661-454-000-982.000.
BIDDERS:

See Instructions to Bidders attached

Opening Date: 10:00 AM, Thursday, May 9, 2013

City Department: DPW

Subject: Rebid of a Pull Behind Brush Chipper

RETURN TO: Purchasing Department
10th Floor, City Hall
161 West Michigan Avenue
Jackson, Michigan 49201

MARK ENVELOPE: Rebid of a Pull Behind Brush Chipper

Proposal: We propose to furnish all materials, equipment or tools required in accordance with the specifications and conditions contained herein in consideration of the sum or sums stated below and agree that this document and its attachments will constitute the contract if accepted by the City.

<table>
<thead>
<tr>
<th>LUMP SUM BID</th>
</tr>
</thead>
<tbody>
<tr>
<td>Lump sum bid for Pull Behind Brush Chipper</td>
</tr>
</tbody>
</table>

We propose to deliver the (Brand & Model) Morbark Beever M12D

no later than (Delivery Date) 35 Days ARO

All freight and delivery charges must be included in bid.

I hereby state that all of the information I have provided is true, accurate, and complete and that I agree to be bound by the terms and conditions. I hereby state that I have the authority to submit this bid which will become a binding contract if accepted by the City of Jackson. I hereby state that I have not communicated with nor otherwise colluded with any other bidder, nor have I made any agreement with nor offered/accepted anything of value to/from an official or employee of the City of Jackson that would tend to destroy or hinder free competition. All work and materials shall be guaranteed for a minimum of one year.

I hereby state that I have read, understand and agree to be bound by all terms of this bid document.

<table>
<thead>
<tr>
<th>Bidders Name:</th>
<th>Morbark, Inc</th>
</tr>
</thead>
<tbody>
<tr>
<td>Address:</td>
<td>8507 S. Winn Road</td>
</tr>
<tr>
<td>City, State, Zip:</td>
<td>Winn, MI 48896</td>
</tr>
<tr>
<td>Telephone:</td>
<td>(989) 866-2381</td>
</tr>
<tr>
<td>Fax:</td>
<td>(989) 866-2280</td>
</tr>
<tr>
<td>Email Address:</td>
<td><a href="mailto:wayne.watts@morbark.com">wayne.watts@morbark.com</a></td>
</tr>
<tr>
<td>Federal ID Number:</td>
<td>38-2805772</td>
</tr>
<tr>
<td>Bid Signed By:</td>
<td>Wayne Watts</td>
</tr>
<tr>
<td>Title:</td>
<td>Governmental Support Rep.</td>
</tr>
</tbody>
</table>

P 1 of 9
BIDDERS:
See Instructions to Bidders attached
Opening Date: 10:00 AM, Thursday, May 9, 2013
City Department: DPW
Subject: Rebid of a Pull Behind Brush Chipper
RETURN TO: Purchasing Department
10th Floor, City Hall
161 West Michigan Avenue
Jackson, Michigan 49201
MARK ENVELOPE: Rebid of a Pull Behind Brush Chipper
Proposal: We propose to furnish all materials, equipment or tools required in accordance with the specifications and conditions contained herein in consideration of the sum or sums stated below and agree that this document and its attachments will constitute the contract if accepted by the City.

<table>
<thead>
<tr>
<th>LUMP SUM BID</th>
</tr>
</thead>
<tbody>
<tr>
<td>Lump sum bid for Pull Behind Brush Chipper</td>
</tr>
</tbody>
</table>

We propose to deliver the (Brand & Model) Altec DC1317HP no later than (Delivery Date) 90 days ARO

All freight and delivery charges must be included in bid.

I hereby state that all of the information I have provided is true, accurate, and complete and that I agree to be bound by the terms and conditions. I hereby state that I have the authority to submit this bid which will become a binding contract if accepted by the City of Jackson. I hereby state that I have not communicated with nor otherwise colluded with any other bidder, nor have I made any agreement with nor offered/accepted anything of value to/from an official or employee of the City of Jackson that would tend to destroy or hinder free competition. All work and materials shall be guaranteed for a minimum of one year.

I hereby state that I have read, understand and agree to be bound by all terms of this bid document.

<table>
<thead>
<tr>
<th>Bidders Name:</th>
<th>Altec Industries</th>
</tr>
</thead>
<tbody>
<tr>
<td>Address:</td>
<td>1550 Aerial Ave</td>
</tr>
<tr>
<td>City, State, Zip:</td>
<td>Creedmoor, NC 27522</td>
</tr>
<tr>
<td>Telephone:</td>
<td>919-528-8011</td>
</tr>
<tr>
<td>Fax:</td>
<td>919-764-4015</td>
</tr>
<tr>
<td>Email Address:</td>
<td><a href="mailto:shane.wilds@altec.com">shane.wilds@altec.com</a></td>
</tr>
<tr>
<td>Federal ID Number:</td>
<td>20-5956897</td>
</tr>
<tr>
<td>Bid Signed By:</td>
<td>Shane Wilds</td>
</tr>
<tr>
<td>Title:</td>
<td>Technical Sales Support Representative</td>
</tr>
</tbody>
</table>
BIDDERS:
See Instructions to Bidders attached
Opening Date: 10:00 AM, Thursday, May 9, 2013
City Department: DPW
Subject: Rebid of a Pull Behind Brush Chipper

RETURN TO: Purchasing Department
10th Floor, City Hall
181 West Michigan Avenue
Jackson, Michigan 49201

MARK ENVELOPE: Rebid of a Pull Behind Brush Chipper

Proposal: We propose to furnish all materials, equipment or tools required in accordance with the specifications and conditions contained herein in consideration of the sum or sums stated below and agree that this document and its attachments will constitute the contract if accepted by the City.

<table>
<thead>
<tr>
<th>LUMP SUM BID</th>
</tr>
</thead>
<tbody>
<tr>
<td>Lump sum bid for Pull Behind Brush Chipper</td>
</tr>
</tbody>
</table>

We propose to deliver the (Brand & Model) Terex Woodsman TAC 730 no later than (Delivery Date) 30-45 ARO

All freight and delivery charges must be included in bid.

I hereby state that all of the information I have provided is true, accurate, and complete and that I agree to be bound by the terms and conditions. I hereby state that I have the authority to submit this bid which will become a binding contract if accepted by the City of Jackson. I hereby state that I have not communicated with nor otherwise colluded with any other bidder, nor have I made any agreement with nor offered/accepted anything of value to/from an official or employee of the City of Jackson that would tend to destroy or hinder free competition. All work and materials shall be guaranteed for a minimum of one year.

I hereby state that I have read, understand and agree to be bound by all terms of this bid document.

<table>
<thead>
<tr>
<th>Bidders Name:</th>
<th>Brown Equipment Co., Inc.</th>
</tr>
</thead>
<tbody>
<tr>
<td>Address:</td>
<td>PO Box 9799</td>
</tr>
<tr>
<td>City, State, Zip:</td>
<td>Fort Wayne, In, 46899</td>
</tr>
<tr>
<td>Telephone:</td>
<td>800-747-2312</td>
</tr>
<tr>
<td>Fax:</td>
<td>260-478-1475</td>
</tr>
<tr>
<td>Email Address:</td>
<td><a href="mailto:Scott@BrownEquipment.net">Scott@BrownEquipment.net</a></td>
</tr>
<tr>
<td>Federal ID Number:</td>
<td>351346745</td>
</tr>
<tr>
<td>Bid Signed By:</td>
<td>Scott Brown</td>
</tr>
<tr>
<td>Title:</td>
<td>Vice-President</td>
</tr>
</tbody>
</table>

P 1 of 9
BIDDERS:
See Instructions to Bidders attached
City Department:   DPW
Opening Date:    10:00 AM, Thursday, May 9, 2013
Subject:  Rebid of a Pull Behind Brush Chipper

RETURN TO:  Purchasing Department
10th Floor, City Hall
161 West Michigan Avenue
Jackson, Michigan 49201

MARK ENVELOPE:  Rebid of a Pull Behind Brush Chipper

Proposal:  We propose to furnish all materials, equipment or tools required in accordance with the specifications and conditions contained herein in consideration of the sum or sums stated below and agree that this document and its attachments will constitute the contract if accepted by the City.

<table>
<thead>
<tr>
<th>LUMP SUM BID</th>
</tr>
</thead>
<tbody>
<tr>
<td>Lump sum bid for Pull Behind Brush Chipper</td>
</tr>
<tr>
<td>$35,891.25</td>
</tr>
</tbody>
</table>

We propose to deliver the (Brand & Model)  Bandit Model 250xp
no later than (Delivery Date)  Available for Immediate delivery

All freight and delivery charges must be included in bid.

I hereby state that all of the information I have provided is true, accurate, and complete and that I agree to be bound by the terms and conditions. I hereby state that I have the authority to submit this bid which will become a binding contract if accepted by the City of Jackson. I hereby state that I have not communicated with nor otherwise colluded with any other bidder, nor have I made any agreement with nor offered/accepted anything of value to/from an official or employee of the City of Jackson that would tend to destroy or hinder free competition. All work and materials shall be guaranteed for a minimum of one year.

I hereby state that I have read, understand and agree to be bound by all terms of this bid document.

<table>
<thead>
<tr>
<th>Bidders Name:</th>
<th>Bandit Industries, Inc.</th>
</tr>
</thead>
<tbody>
<tr>
<td>Address:</td>
<td>6750 Millbrook Road</td>
</tr>
<tr>
<td>City, State, Zip:</td>
<td>Romus, MI 49340</td>
</tr>
<tr>
<td>Telephone:</td>
<td>989-561-6175</td>
</tr>
<tr>
<td>Fax:</td>
<td>989-561-2273</td>
</tr>
<tr>
<td>Email Address:</td>
<td><a href="mailto:jmarcy@banditchippers.com">jmarcy@banditchippers.com</a></td>
</tr>
<tr>
<td>Federal ID Number:</td>
<td>382798375</td>
</tr>
<tr>
<td>Bid Signed By:</td>
<td>Jason Marcy, Jason Marcy</td>
</tr>
<tr>
<td>Title:</td>
<td>Sales Manager</td>
</tr>
</tbody>
</table>

P 1 of 9
BIDDERS:
See Instructions to Bidders attached

Opening Date: 10:00 AM, Thursday, May 9, 2013

City Department: DPW

Subject: Rebid of a Pull Behind Brush Chipper

RETURN TO: Purchasing Department
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161 West Michigan Avenue
Jackson, Michigan 49201

MARK ENVELOPE: Rebid of a Pull Behind Brush Chipper

Proposal: We propose to furnish all materials, equipment or tools required in accordance with the specifications and conditions contained herein in consideration of the sum or sums stated below and agree that this document and its attachments will constitute the contract if accepted by the City.

<table>
<thead>
<tr>
<th></th>
<th>LUMP SUM BID</th>
</tr>
</thead>
<tbody>
<tr>
<td>Lump sum bid for Pull Behind Brush Chipper</td>
<td>$41,125.00</td>
</tr>
</tbody>
</table>

We propose to deliver the (Brand & Model) **Carlton 2512** no later than (Delivery Date) **3-10 weeks**

All freight and delivery charges must be included in bid.

I hereby state that all of the information I have provided is true, accurate, and complete and that I agree to be bound by the terms and conditions. I hereby state that I have the authority to submit this bid which will become a binding contract if accepted by the City of Jackson. I hereby state that I have not communicated with nor otherwise colluded with any other bidder, nor have I made any agreement with nor offered/accepted anything of value to/from an official or employee of the City of Jackson that would tend to destroy or hinder free competition. All work and materials shall be guaranteed for a minimum of one year.

I hereby state that I have read, understand and agree to be bound by all terms of this bid document.

<table>
<thead>
<tr>
<th>Bidders Name:</th>
<th>SouthEastern Equipment</th>
</tr>
</thead>
<tbody>
<tr>
<td>Address:</td>
<td>1776 S. Cedar</td>
</tr>
<tr>
<td>City, State, Zip:</td>
<td>Holt, MI 48842</td>
</tr>
<tr>
<td>Telephone:</td>
<td>517-694-0471</td>
</tr>
<tr>
<td>Fax:</td>
<td>517-694-0514</td>
</tr>
<tr>
<td>Email Address:</td>
<td><a href="mailto:Curtis.Hagelberger@SoutheasternEq.com">Curtis.Hagelberger@SoutheasternEq.com</a></td>
</tr>
<tr>
<td>Federal ID Number:</td>
<td>84-1503254</td>
</tr>
<tr>
<td>BidSigned By:</td>
<td>Curtis Hagelberger</td>
</tr>
<tr>
<td>Title:</td>
<td>Sales Representative</td>
</tr>
</tbody>
</table>
TO: Honorable Mayor Griffin and City Councilmembers

FROM: Patrick Burtch, City Manager

SUBJECT: Award Rehabilitation Contract for City-owned House at 1121 First Street to Turn Key Home Improvement in the Amount of $75,344

RECOMMENDATION:

Approve the award of the rehabilitation contract for 1121 First St to Turn Key Home Improvement in the amount of $75,344.

Rehabilitation Specialist Kurt Fritz requested bids through the Purchasing Department for rehabilitation of the above City-owned residential property. Staff in the Department of Neighborhood & Economic Operations analyzed the bids submitted and arrived at a recommendation on bid award.

Five (5) contractors attended the mandatory pre-bid walk through with three (3) contractors submitting completed bids. It should be noted that the total bid tabulation is higher than the recommended contract amount due to an alternate bid request regarding the garage. Contractors were asked to provide both a cost to repair the existing garage or to demolish it and construct a new garage. As the bids were analyzed, it was apparent that the demolition and reconstruction of the garage was actually the less expensive alternative. The selection of this alternate will also allow for a more balanced location of the garage at the rear of the property, which faces Greenwood Avenue.

The lowest acceptable bid is as follows:

<table>
<thead>
<tr>
<th>Project</th>
<th>Contractor</th>
<th>Contract Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>1121 First St</td>
<td>Turn Key Home Improvement</td>
<td>$75,344</td>
</tr>
</tbody>
</table>

The project will utilize existing HOME funds as follows:

<table>
<thead>
<tr>
<th>Code</th>
<th>House</th>
<th>Garage</th>
<th>Total</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>$59,708</td>
<td>$12,384</td>
<td>$72,092</td>
</tr>
<tr>
<td>Lead</td>
<td>$3,192</td>
<td>$60</td>
<td>$3,252</td>
</tr>
<tr>
<td>Total:</td>
<td>$62,900</td>
<td>$12,444</td>
<td>$75,344</td>
</tr>
</tbody>
</table>

The Contractor awarded this project is required to obtain a current installation floater on their general liability insurance policy.
## Bid Tabulation

**for**

**Housing Rehabilitation at 1121 First Street**

### Turn Key Home Improvement

10655 Knockaderry Dr.
Grand Ledge MI 48837

### Synergy

1800 Star Batt
Rochester Hills, MI 48309

### Concept Construction

1619 Cascade Ct.
Jackson, MI 49203

<table>
<thead>
<tr>
<th>Item #</th>
<th>Description</th>
<th>Code</th>
<th>Rehab Inspector Estimate</th>
<th>Unit Price</th>
<th>Unit Price</th>
<th>Unit Price</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>Replace house roof, 15 square</td>
<td>C</td>
<td>4,875.00</td>
<td>5,426.00</td>
<td>5,800.00</td>
<td>5,175.00</td>
</tr>
<tr>
<td>2</td>
<td>Vinyl Siding on House, 15 square</td>
<td>C</td>
<td>5,250.00</td>
<td>4,495.00</td>
<td>7,500.00</td>
<td>5,775.00</td>
</tr>
<tr>
<td>3</td>
<td>Vinyl Siding on House, 15 square - LSWP</td>
<td>L</td>
<td>500.00</td>
<td>330.00</td>
<td>300.00</td>
<td>350.00</td>
</tr>
<tr>
<td>4</td>
<td>Replace House Numbers</td>
<td>C</td>
<td>40.00</td>
<td>33.00</td>
<td>40.00</td>
<td>15.00</td>
</tr>
<tr>
<td>5</td>
<td>Soffit System on House</td>
<td>C</td>
<td>1,000.00</td>
<td>1,245.00</td>
<td>1,600.00</td>
<td>855.00</td>
</tr>
<tr>
<td>6</td>
<td>Soffit System on House - LSWP</td>
<td>L</td>
<td>300.00</td>
<td>60.00</td>
<td>200.00</td>
<td>250.00</td>
</tr>
<tr>
<td>7</td>
<td>1 Double Hung Window - West</td>
<td>C</td>
<td>425.00</td>
<td>306.00</td>
<td>375.00</td>
<td>325.00</td>
</tr>
<tr>
<td>8</td>
<td>Gutterwork</td>
<td>C</td>
<td>850.00</td>
<td>655.00</td>
<td>600.00</td>
<td>725.00</td>
</tr>
<tr>
<td>9</td>
<td>Paint and Tuckpoint Foundation</td>
<td>C</td>
<td>550.00</td>
<td>480.00</td>
<td>475.00</td>
<td>615.00</td>
</tr>
<tr>
<td>10</td>
<td>Replace Storm windows and Columns</td>
<td>C</td>
<td>1,500.00</td>
<td>1,701.00</td>
<td>1,600.00</td>
<td>1,715.00</td>
</tr>
<tr>
<td>11</td>
<td>Replace 2 Storm Doors</td>
<td>C</td>
<td>500.00</td>
<td>1,456.00</td>
<td>500.00</td>
<td>480.00</td>
</tr>
<tr>
<td>12</td>
<td>Concrete Steps with Platform</td>
<td>C</td>
<td>1,100.00</td>
<td>744.00</td>
<td>1,600.00</td>
<td>1,060.00</td>
</tr>
<tr>
<td>13</td>
<td>West Service Walks</td>
<td>C</td>
<td>325.00</td>
<td>374.00</td>
<td>540.00</td>
<td>270.00</td>
</tr>
<tr>
<td>14</td>
<td>West Driveway</td>
<td>C</td>
<td>1,640.00</td>
<td>1,801.00</td>
<td>1,400.00</td>
<td>1,530.00</td>
</tr>
<tr>
<td>15</td>
<td>Chain Link and Privacy Fence</td>
<td>C</td>
<td>4,884.00</td>
<td>6,550.00</td>
<td>1,400.00</td>
<td>4,824.00</td>
</tr>
<tr>
<td>16</td>
<td>5 Yards of Topsoil</td>
<td>C</td>
<td>300.00</td>
<td>1,180.00</td>
<td>400.00</td>
<td>600.00</td>
</tr>
<tr>
<td>17</td>
<td>6 Ceiling Windows</td>
<td>C</td>
<td>1,400.00</td>
<td>1,716.00</td>
<td>1,900.00</td>
<td>1,185.00</td>
</tr>
<tr>
<td>18</td>
<td>6 Ceiling Windows - LSWP</td>
<td>L</td>
<td>300.00</td>
<td>180.00</td>
<td>200.00</td>
<td>300.00</td>
</tr>
<tr>
<td>19</td>
<td>6 Window Wells</td>
<td>C</td>
<td>600.00</td>
<td>642.00</td>
<td>1,200.00</td>
<td>300.00</td>
</tr>
<tr>
<td>20</td>
<td>Remove Dryer Vent South</td>
<td>C</td>
<td>50.00</td>
<td>20.00</td>
<td>75.00</td>
<td>125.00</td>
</tr>
<tr>
<td>21</td>
<td>Replace East Porch Columns</td>
<td>C</td>
<td>200.00</td>
<td>66.00</td>
<td>200.00</td>
<td>185.00</td>
</tr>
<tr>
<td>22</td>
<td>Close East Window</td>
<td>C</td>
<td>200.00</td>
<td>132.00</td>
<td>120.00</td>
<td>285.00</td>
</tr>
<tr>
<td>23</td>
<td>Steel Door East</td>
<td>C</td>
<td>500.00</td>
<td>432.00</td>
<td>550.00</td>
<td>400.00</td>
</tr>
<tr>
<td>24</td>
<td>Tree Removals</td>
<td>C</td>
<td>300.00</td>
<td>540.00</td>
<td>500.00</td>
<td>400.00</td>
</tr>
<tr>
<td>25</td>
<td>East Service Walk</td>
<td>C</td>
<td>275.00</td>
<td>207.00</td>
<td>300.00</td>
<td>146.00</td>
</tr>
<tr>
<td>26</td>
<td>Replace Garage Roof, 6 Square</td>
<td>C</td>
<td>2,100.00</td>
<td>2,398.00</td>
<td>2,350.00</td>
<td>2,070.00</td>
</tr>
<tr>
<td>27</td>
<td>Vinyl Siding Garage, 8 Square</td>
<td>C</td>
<td>2,800.00</td>
<td>1,568.00</td>
<td>2,800.00</td>
<td>3,080.00</td>
</tr>
<tr>
<td>28</td>
<td>Vinyl Siding Garage, 8 Square - LSWP</td>
<td>L</td>
<td>150.00</td>
<td>120.00</td>
<td>150.00</td>
<td>400.00</td>
</tr>
<tr>
<td>29</td>
<td>Soffit System, Garage</td>
<td>C</td>
<td>600.00</td>
<td>564.00</td>
<td>650.00</td>
<td>650.00</td>
</tr>
<tr>
<td>30</td>
<td>Soffit System, Garage - LSWP</td>
<td>L</td>
<td>100.00</td>
<td>4,460.00</td>
<td>150.00</td>
<td>100.00</td>
</tr>
<tr>
<td>31</td>
<td>Steel Door Garage</td>
<td>C</td>
<td>500.00</td>
<td>462.00</td>
<td>550.00</td>
<td>400.00</td>
</tr>
<tr>
<td>32</td>
<td>Steel Door Garage - LSWP</td>
<td>L</td>
<td>50.00</td>
<td>60.00</td>
<td>50.00</td>
<td>100.00</td>
</tr>
<tr>
<td>33</td>
<td>Concrete Slab</td>
<td>C</td>
<td>1,300.00</td>
<td>1,254.00</td>
<td>1,400.00</td>
<td>1,780.00</td>
</tr>
<tr>
<td>34</td>
<td>1 Garage Window</td>
<td>C</td>
<td>350.00</td>
<td>492.00</td>
<td>450.00</td>
<td>325.00</td>
</tr>
</tbody>
</table>

Bids are broken down to utilize/identify funding sources

L = Lead based paint hazard elimination work
LA = Lead Alternate
C = Code requirement repair
CA = Code Alternate

**Prepared by Purchasing**

ITEMS MAY BE REMOVED PRIOR TO AWARD.
Bid Opening: 03/18/13  

Bid Tabulation  

for  

Housing Rehabilitation  

at  

1121 First Street  

<table>
<thead>
<tr>
<th>Item #</th>
<th>Description</th>
<th>Code</th>
<th>Rehab Inspector Estimate</th>
<th>Unit Price</th>
<th>Unit Price</th>
<th>Unit Price</th>
</tr>
</thead>
<tbody>
<tr>
<td>35</td>
<td>1 Garage Window - LSWP</td>
<td>L</td>
<td>50.00</td>
<td>30.00</td>
<td>50.00</td>
<td>50.00</td>
</tr>
<tr>
<td>36</td>
<td>16x7 Garage Door</td>
<td>C</td>
<td>900.00</td>
<td>690.00</td>
<td>750.00</td>
<td>925.00</td>
</tr>
<tr>
<td>37</td>
<td>East Driveway</td>
<td>C</td>
<td>1,000.00</td>
<td>984.00</td>
<td>1,350.00</td>
<td>864.00</td>
</tr>
<tr>
<td>38</td>
<td>Raze Garage</td>
<td>CA</td>
<td>950.00</td>
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</table>

Bids are broken down to utilize/identify funding sources  
L = Lead based paint hazard elimination work  
LA = Lead Alternate  
C = Code requirement repair  
CA = Code Alternate  

Prepared by Purchasing  

ITEMS MAY BE REMOVED PRIOR TO AWARD.
### Bid Tabulation for Housing Rehabilitation at 1121 First Street

#### Item # | Description | Code | Rehab Inspector Estimate | Unit Price | Unit Price | Unit Price
--- | --- | --- | --- | --- | --- | ---
78 | Baseboard Removal | L | 30.00 | 30.00 | 75.00 | 35.00
79 | Drywall Cellar Stairway | C | 450.00 | 264.00 | 400.00 | 325.00
80 | Handrail Cellar Stairs | C | 75.00 | 90.00 | 75.00 | 85.00
81 | Stair Repairs | C | 200.00 | 120.00 | 300.00 | 155.00
82 | Replace Lower Cellar Stairs | C | 325.00 | 420.00 | 450.00 | 485.00
83 | Replace Lower Cellar Stairs - LSWP | L | 50.00 | 30.00 | 100.00 | 55.00
84 | Shelf Removal and Encapsulant | L | 125.00 | 210.00 | 150.00 | 25.00
85 | Cellar Wall Partitions and Painting | C | 1,875.00 | 1,200.00 | 1,800.00 | 1,488.00
86 | Lead Clearance | L | 600.00 | 420.00 | 450.00 | 785.00
87 | Furnace Replacement | C | 4,600.00 | 3,750.00 | 3,800.00 | 3,580.00
88 | Plumbing to Code | C | 3,700.00 | 4,140.00 | 3,100.00 | 4,474.00
89 | Electrical to Code | C | 3,080.00 | 3,288.00 | 3,400.00 | 4,072.00
90 | LSWP for Porch Storms | L | 50.00 | 60.00 | 150.00 | 100.00
TOTAL BID | | | 86,404.00 | 88,426.00 | 96,020.00 | 98,704.00

C | 71,289.00 | 68,120.00 | 76,705.00 | 75,569.00
L | 4,265.00 | 7,862.00 | 3,615.00 | 4,240.00
CA | 10,750.00 | 12,384.00 | 15,300.00 | 18,595.00
LA | 100.00 | 60.00 | 400.00 | 300.00

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Bids are broken down to utilize/identify funding sources
L = Lead based paint hazard elimination work
LA = Lead Alternate
C = Code requirement repair
CA = Code Alternate

Prepared by Purchasing

ITEMS MAY BE REMOVED PRIOR TO AWARD.
Recommendation: Approval of the request from the Downtown Development Authority 2013-2014 Budget.

Recommendation: Approval of a resolution reauthorizing the collection of 1.9996 mills upon taxable real and tangible personal property not exempt by law in the DDA district for 2013-2014 pursuant to Act 197 of the Public Acts of 1975 as last amended.

Background: The DDA Budget for Fiscal Year 2013-2014 is attached for your consideration. Per MCL 125.1678 section 28, “Budget; cost of handling and auditing funds,” Downtown Development Authorities must have their budgets approved by the municipalities governing body (City Council).

Additionally, MCL 125.1662 section 12, “Ad valorem tax,” provides Downtown Development Authorities may not collect more than 2 mills if the downtown district is in a municipality having a population of less than 1,000,000. The tax shall be collected by the municipality creating the authority levying the tax. The municipality shall collect the tax at the same time and in the same manner as it collects its other ad valorem taxes. The tax shall be paid to the treasurer of the authority and credited to the general fund of the authority for purposes of the authority.

The DDA Board began working on the budget in April 2013. It reflects the policy preferences and priorities for next year. The DDA arrived at this budget through careful consideration and input from staff and its committees. DDA Committees are comprised of both DDA Board members and the public. They, with the Board, are a true representation of our constituency and therefore represent a fair indication of the needs of Downtown Jackson and how the DDA can use its resources to positively affect the downtown. The DDA Board has made the conscious decision to spend from its reserves to continue the façade improvement program, cover the costs of DDA sponsored events like the two DDA Days, and maintain 2 full time staff members.
### Revenue

<table>
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<th>Description</th>
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<th>13/14 Budget (proposed)</th>
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### Expenditures

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<th>13/14 Budget (proposed)</th>
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<td>$ (28,065)</td>
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**Fund Balance Beginning of year**

|                                             | $284,304     | $203,693     |

**Contribution from Fund balance**

|                                             | $80,611      | $28,065      |

**Fund Balance End of Year**

|                                             | $203,693     | $175,628     |

| Total Revenue Over (Under) Expenditures     |                | 0            |
RESOLUTION

BY THE CITY COUNCIL

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

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

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

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

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

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

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

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