1. **Call to Order.**

2. **Pledge of Allegiance** – Invocation by Andrew R. Frounfelker, 5th Ward City Councilmember.

3. **Roll Call.**

4. **Adoption of Agenda.**

5. **Citizen Comments. (3-Minute Limit)**

6. **Presentations/Proclamations.**

7. **Consent Calendar.**
   A. Approval of the minutes of the regular City Council meeting of January 24, 2012.
   B. Approval of Change Order No. 1 to the contract with Salenbien Trucking and Excavating, Inc., Dundee, in the decreased amount of $7,725.55, to the change contract quantities to match final quantities placed for the Mason and Wilkins CDBG Street Reconstruction Project, and authorization for the City Manager and City Engineer/Director of Public Works to execute the appropriate document(s).
   C. Approval of the second year renewal to haul and land apply digested sewage sludge to Biotech Agronomics, Beulah, at a cost of $0.0312 per gallon, and authorization for the Mayor and City Clerk to execute the appropriate document(s).
   D. Approval of the request from Consumers Energy to conduct the Walk for Warmth, in conjunction with the Community Action Agency, on downtown streets, on Friday, February 24, 2012, from 11:30 a.m. to 12:30 p.m. A map of the proposed route is attached. (Recommended approval has been received from the Police, Fire, Parks, Department of Public Works, Engineering, and Downtown Development. Contingent upon receipt of proper insurance coverage.)
   E. Approval of the request to divide the property at 423 North West Avenue according to the deed provided by the Michigan Department of Transportation.
   F. Receipt of the City of Jackson’s summary of revenue and expenditures for six (6) months ended, December 31, 2011.
   G. Approval of the request from Castle Marketing and Advertising to conduct the Jackson Winterfest Awards Ceremony at Bucky Harris Park on Saturday, February 25, 2012, from 6:30 p.m. to 8:30 p.m. (Recommended approval has been received from the Police, Fire, Parks, Department of Public Works, Engineering, and the Downtown Development Authority. Contingent upon receipt of proper insurance coverage.)
8. Committee Reports.

   A. Approval of the Mayor’s recommendation to appoint Barbara Jo Dwyer to the Board of Review for a three-year term beginning February 1, 2012, and ending January 31, 2015.
   B. Approval of the Mayor’s recommendation to reappoint Kathleen Conley and Alice Lewis to the Human Relations Commission for a three-year term each beginning immediately and ending December 31, 2014, in accordance with the recommendation of the Human Relations Commission.

    Recess as a City Council and convene as a Board of Review.
    A. Public hearing on Special Assessment Roll No. 3365 for street repaving on Loomis from Leroy to Argyle Streets.
       1. Resolution confirming Special Assessment Roll No. 3365.
    B. Public hearing on Special Assessment Roll No. 3366 for street repaving on North Street from Cooper to Lansing Avenue.
       1. Resolution confirming Special Assessment Roll No. 3366.
    C. Public hearing on Special Assessment Roll No. 3367 for street repaving on Mason from Mechanic to Francis Streets.
       1. Resolution confirming Special Assessment Roll No. 3367.
    D. Public hearing on Special Assessment Roll No. 3368 for street repaving on Wilkins from Jackson to Francis Streets.
       1. Resolution confirming Special Assessment Roll No. 3368.
    Adjourn as a Board of Review and reconvene as City Council.
    E. Public hearing on the necessity of continuing the meterless parking system in the downtown area of the City for 2011-2012.
       1. Resolution determining the necessity of continuing the meterless parking system, ordering the City Assessor to prepare Special Assessment Roll No. 4211, and establishing February 21, 2012, at the City Council meeting as the time and place to hold a public hearing confirming the meterless parking system assessment roll.

11. Resolutions.

12. Ordinances.
    A. Consideration of an ordinance amending Chapter 25, Section 25-30, Article II, City Code, to increase the penalties for parking violations.
    B. Final adoption of Ordinance No. 480, establishing wards and precincts within the City of Jackson, in accordance with the results of the 2010 decennial census of the United States, and to repeal Ordinance 452, which had established said wards and precincts in accordance with the 2000 census.

13. Other Business.
14. **New Business.**  
*A.* Consideration of the following request to regarding the preliminary funding allocations for the 2012-2013 CDBG and HOME grants as determined by City Council:  
1. Receipt of report and preliminary funding recommendation from Councilmember Frounfelker on behalf of the City Council, and  
2. Approval of the preliminary funding recommendation.  
*B.* Consideration of the request to approve the authorization of the Mayor to formally notify Jackson County of its intention to terminate the Intergovernmental Agreement, dated June 23, 2010, in accordance with Paragraph 7 of said agreement, which states in part, “...the Agreement may be terminated by either party, for any reason, upon sixty (60) days written notice to the other party following formal action of the governing body...”. The date of termination shall be April 9, 2012.

15. **City Councilmembers’ Comments.**

16. **Manager’s Comments.**

17. **Adjournment.**

*Item added or changed.*
CALL TO ORDER.

The Jackson City Council met in regular session in City Hall and was called to order at 7:00 p.m. by Mayor Martin J. Griffin.

PLEDGE OF ALLEGIANCE – INVOCATION.

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

ROLL CALL.

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

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

AGENDA.

Motion was made by Councilmember Frounfelker and seconded by Councilmember Dobies to remove Item 10. A. (Public hearing on the request to rezone 2005 First Street) from the Agenda to come back in February and add Item A., Finance Committee Report, under Item 8. Committee Reports. The motion was adopted by the following vote. Yeas: Mayor Griffin and Councilmembers Breeding, Jaquish, Greer, Schlecte, Frounfelker and Dobies—7. Nays: 0. Absent: 0.

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

CITIZEN COMMENTS.

Craig Radala stated that his recollection is that all candidates running for election last November supported the repeal of the storm water ordinance, which is still in place. Lawsuits have now been filed
and, instead of having a repealed ordinance, City residents are now paying for attorneys in Detroit to defend the ordinance.

Lane Montgomery spoke in support of the proposed ordinance establishing a Registry for Non-Owner Occupied Structures and Units. He expressed his disappointment with the recently amended false alarm ordinance, stating it still doesn’t make it easier for people.

State Representative Earl Poleski gave a brief report on the state of the State, remarking that there is an approximate surplus of $457M at the end of last fiscal year. As a citizen of Jackson County, he asked the Council to carefully consider the City/County Parks agreement.

Gerald Montgomery would like to see the City enforce a 2-year inspection program on non-owner occupied structures.

Thomas Mijal explained that he owns 3 properties in the City and opposes any ordinance that would require him to pay a yearly fee to register properties in the City.

Ninth District County Commissioner Jon Williams echoed the sentiments of Representative Poleski regarding the City/County Parks agreement. He also stated that he is available if the Intergovernmental Relations Committee is reactivated.

Robert Tulloch, President of the Jackson Area Landlords Association, stated that he has concerns with the proposed Registry ordinance and changes to the Housing Code. He asked Council to postpone this matter and work with members of the Landlords Association.

Kami Taylor stated that she owns 9 units in the City and opposes the proposed Registry ordinance. She remarked that more fees will be a burden.

Will Stoner remarked that if the City can’t keep up with the current system, how can it take on the additional work created by the proposed Registry ordinance.

Jim Tylutki spoke in opposition to the proposed Registry ordinance and asked the Council to postpone the matter for more consideration.

James Tylutki spoke in opposition to the proposed Registry ordinance stating that the City should look at landlords as investors in the City because they are rehabbing and improving properties.

PRESENTATIONS/PROCLAMATIONS.

A. PRESENTATION BY MARK KETTNER, REHMANN ROBSON, OF THE CITY OF JACKSON’S AUDIT REPORT FOR FISCAL YEAR 2010/11.

1. REVIEW OF MANAGEMENT LETTER.

Mr. Kettner announced that last year’s Comprehensive Annual Financial Report won the Award for Excellence and that was the City’s 20th year of receiving this Award. He anticipates that this year’s report will win that Award as well. He briefly discussed the contents of the Report, stating the audit went very well.

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

Consent Calendar

A. *Removed for separate consideration.*
B. Approval of the request from the Center for Family Health to conduct their 35th Annual Groundhog Gallop on city streets near and in Ella Sharp Park on Saturday, February 4, 2012, from 10:00 a.m. to 2:00 p.m. (Recommended approval has been received from the Police, Fire, Parks, Engineering, and Public Works Departments, and the Downtown Development Authority. Insurance coverage has been approved.)
C. *Removed for separate consideration.*
D. Approval of Traffic Control Order (TCO) No. 2105, to lower load limits on the Lewis Street Bridge to 26 tons for one unit (single truck or bus), 29 tons for two units (truck and trailer or tractor and semi-trailer), and 37 tons for three units (tractor, semi-trailer, and trailer), based on the recommendation from Great Lakes Engineering upon completing load rating calculations for bridges in the City.
E. Receipt of the CDBG and HOME Financial Summaries through December 31, 2011.
F. Establishment of February 7, 2012, at the City Council meeting as the time and place to hold a public hearing on the necessity of continuing the operation of the meterless parking system for the downtown area.
G. Establishment of February 7, 2012, at the City Council meeting as the time and place to hold public hearings on the following Special Assessment Rolls for street construction:
   1. Roll No. 3365 for street repaving on Loomis from Leroy to Argyle Street.
   2. Roll No. 3366 for street repaving on North Street from Cooper to Lansing Avenue.
   3. Roll No. 3367 for street repaving on Mason from Mechanic to Francis Street.
   4. Roll No. 3368 for street repaving on Wilkins from Jackson to Francis Street.

CONSENT CALENDAR ITEM A.

*Approval of the minutes of the regular City Council meeting of January 10, 2012.*

Motion was made by Councilmember Breeding and seconded by Councilmember Greer to approve the minutes. Motion was made by Councilmember Breeding and seconded by Councilmember Frounfelker to amend the minutes to include the following listing of appointments and reappointments:

Building Code Board of Appeals – Mayor Griffin
City Affairs/Rules & Personnel Committee – Councilmembers Breeding and Schlecte and Mayor Griffin
City Employees Retirement Pension Board – Mayor Griffin and Councilmember Frounfelker
City Planning Commission – Mayor Griffin and Councilmember Dobies (ex officio)
Downtown Development Authority – Mayor Griffin
Ella Sharp Park Board of Trustees – Mayor Griffin
Emergency Measures Advisory Council – Councilmember Dobies
Finance/Tax Policy Committee – Councilmembers Frounfelker and Dobies and Mayor Griffin
Intergovernmental Cooperation Committee – Mayor Griffin and Councilmember Schlecte (alternate)
The motion to amend was adopted by the following vote. Yeas: Mayor Griffin and Councilmembers Breeding, Jaquish, Greer, Schlecte, Frounfelker and Dobies—7. Nays: 0. Absent: 0.

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

**CONSENT CALENDAR ITEM C.**

*Approval of the first renewal to the contract with A. Williams Cleaning Service, LLC, for janitorial services for City Hall, the Water Department, the Wastewater Treatment Plant, and the Department of Public Works, and approval of a change order in the amount of $522.00 for additional cleaning in City Hall for a total annual contract of $40,452.00, in accordance with the recommendation of the Purchasing Agent.*

Motion was made by Councilmember Breeding and seconded by Councilmember Greer to approve the first renewal and the change order for the contract with A. Williams Cleaning Service, LLC. The motion was adopted by the following vote. Yeas: Mayor Griffin and Councilmembers Breeding, Jaquish, Greer, Schlecte, Frounfelker and Dobies—7. Nays: 0. Absent: 0.

**COMMITTEE REPORTS**

**A. FINANCE COMMITTEE REPORT.**

Councilmember Frounfelker, newly elected Chair of the Finance Committee, reported that the Committee met and discussed Item 14.B. – Request to approve an Extension of Oil and Gas Lease and Order for Payment with West Bay Exploration Company. The Committee unanimously agreed to recommend the extension.

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

**APPOINTMENTS.**

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


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

C. APPROVAL OF THE MAYOR’S RECOMMENDATION TO APPOINT STEVEN DUKE TO THE DOWNTOWN DEVELOPMENT AUTHORITY, FILLING A CURRENT VACANCY, BEGINNING IMMEDIATELY AND ENDING DECEMBER 31, 2015.

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

PUBLIC HEARINGS.

A. DELETED FROM THE AGENDA.

B. PUBLIC HEARING TO RECEIVE CITIZEN COMMENTS ON HOUSING AND COMMUNITY DEVELOPMENT NEEDS IN THE CITY FOR 2012-2013 ANNUAL ACTION PLAN.

Mayor Griffin opened the public hearing. The following applicants for CDBG funding addressed the Council: Carrie Good, John George Home withdrew her request and thanked the Council for their past allocations. Katharine Morgan, Training and Treatment Innovations; Kim Hastings, Jackson School of the Arts; Karen Jackson, Jackson Affordable Housing Corporation; Molly Kaser and Dr. James Heidenriech, Center for Family Health – Emergency Adult Dental Care; Becky Filip, AWARE, Inc.; Robbie Renkes and Melissa Tinervia, Home of New Vision; John Willis, King Center Summer Youth Program, and Major Jason Pollom, The Salvation Army. The Mayor closed the public hearing.

RESOLUTIONS.

A. CONSIDERATION OF A RESOLUTION APPROVING A CONTRACT WITH THE MICHIGAN DEPARTMENT OF TRANSPORTATION (MDOT) FOR GANSON
STREET PAVEMENT IMPROVEMENTS FROM WISNER STREET TO JACKSON STREET, AND AUTHORIZATION FOR THE MAYOR AND CITY CLERK TO EXECUTE THE APPROPRIATE DOCUMENTS.

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

B. CONSIDERATION OF A “RESOLUTION PLEDGING LIMITED TAX FULL FAITH AND CREDIT IN SUPPORT OF CITY OF JACKSON BROWNFIELD REDEVELOPMENT AUTHORITY TAX INCREMENT REFUNDING BONDS, SERIES 2012 (LIMITED TAX GENERAL OBLIGATION).”

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

ORDINANCES.

A. CONSIDERATION OF AN ORDINANCE ESTABLISHING A REGISTRY FOR NON-OWNER OCCUPIED STRUCTURES AND UNITS, AND TO REVISE VARIOUS SECTIONS OF CHAPTER 14 IN ORDER TO UPDATE CERTAIN PROVISIONS.

Patrick Burtch, with Frank Donovan and Dennis Diffenderfer, briefly outlined the proposed ordinance and updates to the Housing Code.

Motion was made by Councilmember Breeding and seconded by Councilmember Jaquish to postpone action until the 1st Council meeting in March and direct staff to meet with any organizations or persons who wish to be informed as to what will take place if this is approved. The motion FAILED adoption by the following vote. Yeas: Councilmembers Breeding and Jaquish—2. Nays: Mayor Griffin and Councilmembers Greer, Frounfelker and Dobies—4. Abstain: Councilmember Schlecte—1. Absent: 0.

Motion was made by Councilmember Greer and seconded by Councilmember Frounfelker to approve the ordinance and place it on the February 21, 2012, Council meeting agenda for adoption. The motion was adopted by the following vote. Yeas: Mayor Griffin and Councilmembers Greer, Frounfelker and Dobies—4. Nays: Councilmembers Breeding and Jaquish—2. Abstain: Councilmember Schlecte—1. Absent: 0.

B. CONSIDERATION OF AN ORDINANCE ESTABLISHING WARDS AND PRECINCTS WITHIN THE CITY OF JACKSON, IN ACCORDANCE WITH THE RESULTS OF THE 2010 DECENNIAL CENSUS OF THE UNITED STATES, AND TO REPEAL ORDINANCE 452, WHICH HAD ESTABLISHED SAID WARDS AND PRECINCTS IN ACCORDANCE WITH THE 2000 CENSUS.

Motion was made by Councilmember Breeding and seconded by Councilmember Jaquish to approve the ordinance for Revised Plan B and place it on the next regular Council meeting agenda for adoption. The motion was adopted by the following vote. Yeas: Mayor Griffin
and Councilmembers Breeding, Jaquish, Greer, Schlecte, Frounfelker and Dobies—7. Nays: 0. Absent: 0.

OTHER BUSINESS.

None.

NEW BUSINESS.

A. CONSIDERATION OF THE REQUEST TO APPROVE A PROPOSED LEASE BETWEEN JACKSON AFFORDABLE HOUSING CORPORATION (JAHC) AND THE CITY FOR A ONE-YEAR TERM, COMMENCING DECEMBER 1, 2011, AND ENDING NOVEMBER 30, 2012, WITH TWO ONE-YEAR EXTENSIONS AT THE CITY’S OPTION, AND AUTHORIZATION FOR THE MAYOR AND CITY CLERK TO EXECUTE THE APPROPRIATE DOCUMENT(S), AND FOR THE CITY ATTORNEY TO MAKE ANY MINOR MODIFICATIONS NECESSARY.

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

B. CONSIDERATION OF THE REQUEST TO APPROVE AN EXTENSION OF OIL AND GAS LEASE AND ORDER FOR PAYMENT WITH WEST BAY EXPLORATION COMPANY, AND AUTHORIZATION FOR THE MAYOR AND CITY CLERK TO EXECUTE THE APPROPRIATE DOCUMENT(S), AND FOR THE CITY ATTORNEY TO MAKE MINOR MODIFICATIONS TO THE DOCUMENTS AND TO TAKE ALL ACTION NECESSARY TO EXTEND THE OIL AND GAS LEASE.

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

C. CONSIDERATION OF THE REQUEST TO APPROVE AUTHORIZATION FOR THE MAYOR AND CITY CLERK TO EXECUTE AN EMPLOYMENT AGREEMENT WITH PATRICK BURTCH, DEPUTY CITY MANAGER/COMMUNITY DEVELOPMENT DIRECTOR, AND TO FURTHER ALLOW THE CITY ATTORNEY TO MAKE MINOR MODIFICATIONS.

Motion was made by Councilmember Breeding to refer this matter to the City Affairs/Rules and Personnel Committee. The motion died for lack of a second.

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

Mayor Griffin called a brief recess at 8:43 p.m. and Council reconvened at 8:44 p.m.
CITY COUNCILMEMBERS’ COMMENTS.

Councilmember Breeding asked how much accumulation of snow triggers the snow trucks. City Engineer Dowling explained that there was more salting than plowing being done because the roads were slippery and were salted for the safety of the public. City Manager Shaffer stated that the determination is made by DPW, in conjunction with the Police Department, based upon conditions and the forecast.

Councilmember Frounfelker announced he will hold a 5th Ward Neighborhood Meeting on Tuesday, January 31 at 7:00 p.m. in the Council Chambers. There will be a few City updates and time allowed for questions, concerns and comments.

Councilmember Dobies congratulated William Deary of Great Lakes Caring who received the Entrepreneurial Vision Award from the Jackson Chamber of Commerce. He thanked everyone for their positive feedback regarding the establishment of a task force along the lines of the former Intergovernmental Committee.

Councilmember Greer stated he is happy with the new ward boundaries, but sorry he will no longer be representing the Armory Arts area. He is pleased with the vote on Mr. Burtch’s Employment Agreement. He concluded with the following remark. “Please Lord may we strike oil.”

Mayor Griffin wished City Attorney Giglio a very happy 60th Birthday.

MANAGER’S COMMENTS.

City Manager Shaffer stated he will meet with the Parks and Recreation Commission and the Ella Sharp Park Board of Trustees and will come back to the Council with their recommendations and his own recommendation regarding the joint City/County parks agreement. He will begin the process of conducting a Fire Chief search. There are no resources to hire a chief this year, but the Code requires that the City have a Fire Chief and he intends to comply with that.

ADJOURNMENT.

No further business being presented, Mayor Griffin adjourned the meeting at 8:50 p.m.

Lynn Fessel
City Clerk
CITY COUNCIL MEETING
FEBRUARY 7, 2012

MEMO TO: Honorable Mayor and City Councilmembers

FROM: Jon H. Dowling, P.E., City Engineer/Director of Public Works

SUBJECT: Final Change Order 1 – Mason and Wilkins CDBG Street Reconstruction

MOTION: APPROVAL OF CHANGE ORDER 1 TO THE CONTRACT WITH SALENIEN TRUCKING AND EXCAVATING, INC., IN THE DECREASED AMOUNT OF $7,725.55 TO CHANGE CONTRACT QUANTITIES TO MATCH FINAL QUANTITIES PLACED FOR THE MASON AND WILKINS CDBG STREET RECONSTRUCTION PROJECT, AND AUTHORIZATION FOR THE CITY MANAGER AND CITY ENGINEER/DIRECTOR OF PUBLIC WORKS TO EXECUTE THE APPROPRIATE DOCUMENT(S).

Attached is the Final Change Order 1 to the contract with Salenbien Trucking and Excavating, Inc. for the Mason and Wilkins CDBG Street Reconstruction project.

This change order balances quantities for final payment. It represents a decrease of $7,725.55 and contains a couple of items not included in the original contract.

I request Final Change Order 1 be approved and for authorization for the City Manager and the City Engineer/Director of Public Works to sign the document. This project is being paid from Local Street (CDBG), Water and Sanitary Sewer funds.

JHD/TRW:sms

Attachments

CC: Laurence R. Shaffer, City Manager
    Randall T. McMunn, P.E., Assistant City Engineer
    Troy R. White, P.E., Civil Engineer II
    Lynn Fessell, Purchasing Agent
    Lucinda Schultz, Accounting Manager
FINAL BALANCING CHANGE ORDER NO. 1  
To Contract for  
Mason and Wilkins CDBG Street Reconstruction  
City of Jackson, Michigan  

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

ORIGINAL CONTRACT AMOUNT $729,317.79  
CHANGE ORDER NO. 1 ($7,725.55)  
Details of changes shown on the attached sheets  
NEW CONTRACT AMOUNT AS SET BY CHANGE ORDER NO. 1 $721,592.24  

REASON FOR CHANGE:  
To balance quantities for contract pay items and add pay items not included in the original contract.

CONTRACT COMPLETION:  
The contract completion time remains unchanged.

Prepared by Troy R. White, P.E.  
Civil Engineer II, Department of Engineering  

ACCEPTED BY:  

Salenbien Trucking and Excavating, Inc.  

Date:  

ACCEPTED BY:  

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

Date:  

ACCEPTED BY:  

Laurence, City Manager  

Date:
ADDITIONS AND SUBTRACTIONS: Quantities for Contract pay items shall be increased or decreased as follows:

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<th>Prop Line</th>
<th>Item Description</th>
<th>Current Contract Quantity</th>
<th>Quantity Change</th>
<th>Revised Quantity</th>
<th>Units</th>
<th>Unit Price</th>
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1/6/2012
## ADDITIONS AND SUBTRACTIONS:
Quantities for Contract pay items shall be increased or decreased as follows:

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<tr>
<th>Prop Line</th>
<th>Item Description</th>
<th>Current Contract Quantity</th>
<th>Quantity Change</th>
<th>Revised Quantity</th>
<th>Units</th>
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<th>Amount</th>
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<th>Price</th>
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<th>ADD</th>
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</table>

Total: $101,568.37 $ (109,293.92)

Net Change: $ (7,725.55)

Current Contract Amount: $729,317.79

Revised Contract Amount: $721,592.24
MEMO TO: Honorable Mayor and City Councilmembers
FROM: Jon H. Dowling, City Engineer/Director of Public Works
SUBJECT: Second Renewal of Contract for Hauling and Land Applying Digested Sewage Sludge with BioTech Agronomics

MOTION: APPROVAL OF THE SECOND YEAR RENEWAL TO HAUL AND LAND APPLY DIGESTED SEWAGE SLUDGE TO BIOTECH AGRONOMICS OF BEULAH, MI AT A COST OF $0.0312 PER GALLON, AND AUTHORIZE THE MAYOR AND CITY CLERK TO EXECUTE THE APPROPRIATE DOCUMENT(S).

At their February 9, 2010 meeting, the City Council awarded the contract to BioTech Agronomics for hauling and land applying digested sewage sludge. This contract had the option for four one-year renewals. The first renewal was approved by City Council on January 11, 2011. In the contract, the second renewal is at a price of $0.0312 per gallon.

Land application of bio-solids is a budgeted item in our Sludge Handling activity 590-553-818. During the first contract, the City paid BioTech $106,650.00, and during the first renewal period, the City paid $69,706.80. We normally dispose of approximately 3 to 3.5 million gallons of liquid bio-solids annually.

I request the approval of the second year renewal to haul and land apply digested sewage sludge to BioTech Agronomics of Beulah, Michigan, at a cost of $0.0312 per gallon, and authorization for the Mayor and City Clerk to execute the appropriate document(s).

JHD/sms

C: Laurence R. Shaffer, City Manager
   Todd Knepper, Utility Director
   Lynn Fessel, City Clerk/Purchasing Agent
   Shelly Allard, Purchasing Coordinator
   Lucinda Schultz, Accounting Manager
January 9, 2012

City of Jackson, Michigan
C/o Peter Rynas
161 West Michigan Ave.
Jackson, Michigan 49201

Re; Request for biosolids land application contract second renewal

Mr. Rynas,

BioTech Agronomics Incorporated respectfully requests the institution and acceptance, by the City of Jackson, Michigan, a renewal of the existing “Hauling and Land Application of WWTP Sludge Contract”. As per section VII of the February 22, 2010 agreement, the request for extension is contingent upon the approval of both parties.

BioTech wishes to continue its contract with the City and that the cost for renewal and material removed from the Jackson Wastewater Treatment Facility, as stated in article VII, will be 1.04 times the base bid adjusting the price per gallon to $0.0312. The extension will commence on the 1st of October, 2011 and run thru September 31st, 2012.

Thank you for your consideration and thank you for allowing BioTech Agronomics to service your needs in the past season.

Respectfully,

[Signature]
Philip A. Hoyt
General Manager

Accepted By: __________________________
Title: __________________________
Date: __________________________
MEMO TO: Honorable Mayor and City Council Members

FROM: Jonathan Greene, Executive Director

SUBJECT: Special Event Application: Walk for Warmth

MOTION Approval of the request from Consumers Energy to conduct the Walk for Warmth, in conjunction with the Community Action Agency, on downtown streets on Friday, February 24th from 11:30 a.m. to 12:30 p.m. A map of the proposed route is attached. Recommended approval has been received from the Police, Fire, Parks, Department of Public Works, Engineering, and the Downtown Development Authority. This event is contingent upon receipt of proper insurance coverage. The event is not expected to have an economic impact on the mentioned City departments.

att: Special Event Application: Walk for Warmth
Route Map: Walk for Warmth

<table>
<thead>
<tr>
<th>Department</th>
<th>Economic Impact</th>
</tr>
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<tbody>
<tr>
<td>Downtown Development Authority</td>
<td>$0.00</td>
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<tr>
<td>Jackson Police Department</td>
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<tr>
<td>Fire</td>
<td>0.00</td>
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<tr>
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<tr>
<td>Parks / Forestry</td>
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<tr>
<td>Department of Public Works</td>
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</tr>
</tbody>
</table>

Total: $0.00

JG/jt
CITY OF JACKSON
SPECIAL EVENT APPLICATION
Downtown Development Authority ~ 161 W. Michigan Avenue ~ Jackson, MI 49201
(517) 768-6410

Date Received By DDA Office: 2/2/12     Time: 8:00 am     By:    

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: Consumers Energy
Organization Address: One Energy Plaza
Organization Agent: Allan Hooper Title: Economic Development Operations Director
Phone: (work) 517.788.1691 Phone: (home) n/a Phone: (during the event) 517 740 0201
Agent's Address: One Energy Plaza
Agent's E-Mail Address: achooper@cmsenergy.com

Event Name: Walk for Warmth

Please give a brief description of the proposed special event: Consumers Energy is planning to host a "Walk for Warmth" on Friday, Feb. 24 from about 11:30 AM-12:30 PM in downtown Jackson. The purpose of the walk is to raise funds and awareness for our citizens needing assistance with heating their homes in the winter. This is part of a statewide campaign in conjunction with Community Action Agencies. The attached map includes the planned route which will begin at the CMS office complex, cross Francis St and proceed west along Michigan Ave, subsequently crossing Mechanic and S. Jackson, and on to Blackstone. At Blackstone, the route will turn south to Cortland and then turn and proceed again eastward back to Mechanic St. At Mechanic, the route will turn North and end at the Michigan Theatre.

Event Day(s) & Date(s) Thursday, February 24th
Event Time(s) 11:30-12:30 pm
Set-Up Date & Time Friday, February 24th 11:00 am Tear-Down Date & Time Friday, February 24th 1:00 pm
Event Location Downtown streets and CMS Amphitheater

ANNUAL EVENT: Is this event expected to occur next year? (circle one) YES NO
How many years has this event occurred? 0

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 n/a through Date/Time: n/a

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? YES  NO
If yes, provide an attachment listing all bands/performers, type of entertainment, and performance schedule.

ATTENDANCE: What is the expected (estimated) attendance for this event? 200-250

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

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

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

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.

February 2, 2012
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
Event Title: WALK FOR WARMTH

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

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

<table>
<thead>
<tr>
<th>Department</th>
<th>Recommend Approval</th>
<th>YES</th>
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<th>Est. Economic Impact: $</th>
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<tr>
<td>Parks/Forestry</td>
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Have businesses been notified for street closures?: YES NO N/A

Reason for disapproval:

Any special requirements/conditions:

Any pavement markings to identify walk route must be temporary.

Insurance / Indemnification Received: forthcoming  Insurance Approved: 

City Council Approved:  Denied:  Approval/ Denial Mailed:
Thank you,

Jenny Smith
BTS Application Delivery Office
Office: 517-788-0863

Click here to report this email as spam.
This would not be a problem for us, once it is approved by council.

Gang,

Would you each review and comment as to whether formal approval to conduct the Walk for Warmth is needed.

Thank you.

Larry

--- Forwarded by Allan C Hooper/Mc/Consumers/CMS on 02/01/2012 09:41 AM ---

Pat Burtch <pburtch@cityofjackson.org>
Jennifer L Smith/Pri/Consumers/CMS
01/30/2012 02:17 PM
Walk for Warmth

As a follow-up to a voicemail I left you, Consumers Energy is planning to host a "Walk for Warmth" on Friday, Feb. 24 from about 11:30 AM-12:30 PM in downtown Jackson. The purpose of the walk is to raise funds and awareness for our citizens needing assistance with heating their homes in the winter. This is part of a statewide campaign in conjunction with Community Action Agencies.

Included here is a map of the planned route which will begin at our office complex, cross Francis St and proceed West along Michigan Ave. subsequently crossing Mechanic and S. Jackson and on to Blackstone. At Blackstone, the route will turn South to Cortland and then turn and proceed again eastward back to Mechanic St. At Mechanic, the route will turn North and end at the Michigan Theatre.
Jennifer Tucker

From:          David Wooden
Sent:         Thursday, February 02, 2012 3:50 PM
To:             Jennifer Tucker
Subject:      RE: SEA- Walk for Warmth 2.24.12

WALK FOR WARMTH
Department: Fire
Recommended Approval: Yes
Est. Economic Impact: $00
Reason for Disapproval (if applicable): None
Specific Requirements/Conditions: None

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

From: Jennifer Tucker
Sent: Thursday, February 02, 2012 2:25 PM
To: SanDee Porter; Sandy Sykes; Bob Dietz; Brandon Ransom; Christopher Simpson; Jonathan Greene; Elmer Hitt; David Wooden
Subject: SEA- Walk for Warmth 2.24.12
Importance: High

Good afternoon all,
This is Jen and I am back at the DDA as of today. I am really looking forward to working with you again!

Please see the attached SEA for the soon approaching Walk for Warmth. We are hoping to expedite this application as quick as possible to get it on Council’s agenda for the 7th. If you could please review the application and note any potential concerns as well as the economic impact to your department today, that would be greatly appreciated.
Thank you in advance for your quick consideration and review, and please feel free to contact me with any questions.

Please complete and reply to this email:

Jen Tucker
Jackson Downtown Development Authority

Downtown JACKSON Bound
Welcome back!!!!!

Good afternoon all,
This is Jen and I am back at the DDA as of today. I am really looking forward to working with you again!

Please see the attached SEA for the soon approaching Walk for Warmth. We are hoping to expedite this application as quick as possible to get it on Council’s agenda for the 7th. If you could please review the application and note any potential concerns as well as the economic impact to your department today, that would be greatly appreciated. Thank you in advance for your quick consideration and review, and please feel free to contact me with any questions.

Please complete and reply to this email:

WALK FOR WARMTH
Department: Engineering
Recommended Approval: Yes
Est. Economic Impact: $n/a
Reason for Disapproval (if applicable):
Specific Requirements/Conditions: Any pavement markings showing directions/turns must be in material that is not permanent (ie, chalk).

---

Jen Tucker
Jackson Downtown Development Authority

[Logo]

www.jacksondda.org
161 W. Michigan Avenue
Jackson, MI 49201
517.768.6410
jtucker@cityofjackson.org
Nothing requested pertaining to Public Works.

Good afternoon all,
This is Jen and I am back at the DDA as of today. I am really looking forward to working with you again!

Please see the attached SEA for the soon approaching Walk for Warmth. We are hoping to expedite this application as quick as possible to get it on Council’s agenda for the 7th. If you could please review the application and note any potential concerns as well as the economic impact to your department today, that would be greatly appreciated. Thank you in advance for your quick consideration and review, and please feel free to contact me with any questions.

Please complete and reply to this email:

WALK FOR WARMTH
Department: Public Works – SanDee Porter
Recommended Approval: yes
Est. Economic Impact: $ 0
Reason for Disapproval (if applicable):
Specific Requirements/Conditions:

Jen Tucker
Jackson Downtown Development Authority

www.jacksondda.org
161 W. Michigan Avenue
Jackson, MI 49201
517.768.6410
jtucker@cityofjackson.org
City Council Meeting  
February 7, 2012  
Consent Calendar

TO: Honorable Mayor Griffin & City Council Members

FROM: David Taylor, City Assessor

DATE: February 1, 2012

SUBJECT: Property Split at 423 N. West Avenue

Motion: Approval of request to divide the property at 423 North West Avenue according to the deed provided by the Michigan Department of Transportation

Attached please find documentation regarding a property split at 423 N. West Avenue. The property is on the east side of West Avenue at the south side of the railroad tracks near Ganson Street. Attached are copies of documents from the State as well as maps showing the location of the property.

The property division is taking place as part of the bridge reconstruction on West Avenue at the railroad tracks. The Michigan Department of Transportation has obtained approximately 5 feet of the property at 432 N. West Avenue for right of way for the reconstruction project.

Under P.A. 591 of 1996 (The Land Division Act), owners of unplatted property are required to obtain permission from the local municipality before a property is divided. The deed for this split has already been effected but we do want to provide the State with formal approval of the split in the form of a motion.

Please feel free to contact this office if you have questions regarding the split.

/dt

Attachments

Copy: Sharon Hasen, City Manager’s Office
      Lynn Fessel, City Clerk
      Engineering Department
      Water Department
      Inspection Department

S:\Word_Docs\Deehr\432 N West Ave Split Memo to Council.doc
QUIT CLAIM DEED
TO THE MICHIGAN DEPARTMENT OF TRANSPORTATION
This information required by P.A. 286 of 1964

The Grantors TEMPLE BETH ISRAEL of JACKSON, a Michigan Ecclesiastical Corporation

801 W. Michigan Avenue
Jackson, MI. 49202

For the sum of Seventy Four Thousand Five Hundred Dollars ($74,500.00) quit-claims to the Michigan Department of Transportation and to its successors in office and assigns, whose address is 4701 W. Michigan Ave., Jackson, MI. 49201, the following described real estate situated in the CITY of JACKSON, COUNTY of JACKSON, described as:

That part of Tract "A" lying Westerly of a limited access right-of-way line described as: Commencing at the East 1/4 Corner of Section 33, Town 2 South, Range 1 West, City of Jackson, Michigan; thence South 00 degrees 14 minutes 24 seconds West along the East Section line of said Section 33 a distance of 244.27 feet to the Construction Centerline of Oakhill Street; thence North 86 degrees 45 minutes 48 seconds West along said Oakhill Street Construction Centerline a distance of 4.69 feet to the Construction Centerline of Highway M-50; thence South 01 degrees 15 minutes 24 seconds West along said Construction Centerline a distance of 53.06 feet; thence South 00 degrees 40 minutes 38 seconds West along said Construction Centerline a distance of 375.00 feet; thence South 00 degrees 29 minutes 51 seconds West along said Construction Centerline a distance of 108.01 feet; thence South 89 degrees 30 minutes 09 seconds East perpendicular to said Construction Centerline a distance of 47.00 feet to the point of beginning of said limited access right-of-way line; thence North 00 degrees 29 minutes 51 seconds East parallel to the Construction Centerline of Highway M-50 and along said limited access right-of-way line a distance of 108.08 feet; thence continuing along said limited access right-of-way line and running parallel to the said Construction Centerline of Highway M-50, North 00 degrees 40' 38" East, a distance of 6.85 feet, more or less, to the Northerly line of said Tract "A" and the point of ending of said line.

The lands described above in fee contain 356 square feet, more or less.

There shall be no right of direct ingress or egress, to and from and between the lands described herein described, over and across the above described limited access line.

Tract "A"
The West 1/2 of the following described land: Commencing at the Southwest corner of the Jewish Cemetery, on the East line of West Avenue, thence South 4 rods, thence East to the West line of Carr Street, thence North on the West line of Carr Street 4 rods, thence West to the place of beginning, and being situated in the West 1/2 of the Southwest 1/4 of Section 34, Town 2 South, Range 1 West.

PROPERTY TAX CODE NUMBER: Part of 2-0767

<table>
<thead>
<tr>
<th>CONTROL SECTION</th>
<th>PARCEL</th>
<th>NAME:</th>
</tr>
</thead>
<tbody>
<tr>
<td>38072</td>
<td>231</td>
<td>TEMPLE BETH ISRAEL of JACKSON</td>
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<table>
<thead>
<tr>
<th>JOB NUMBER</th>
<th>FED ITEM NUMBER</th>
<th>FEDERAL PROJECT NUMBER</th>
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<tbody>
<tr>
<td>79005B</td>
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<td>N/A</td>
</tr>
</tbody>
</table>
CORPORATE ACKNOWLEDGMENT

STATE OF MICHIGAN

County of ________________________

The foregoing instrument was acknowledged before me this ______ day of November, 2011.

by Anne Frank and Elaine B. Solomon
Name of Officer and Name of Officer

the Co-President and Secretary respectively
Title of Officer and Title of Office

of Temple Beth Israel of Jackson a Michigan Ecclesiastical, on behalf of the
Name of Corporation/Partnership/Entity Type of Entity

corporation/partnership/entity

Katrina G. Kearich ACTING IN JACKSON, Michigan
NOTARY PUBLIC KATRINA G. KEARICH, COUNTY

HILLS DALE COUNTY, MI 09/19/12

COMMISSION EXPIRES

DRAFTED BY: Jeffrey R. Ruest, 4701 W. Michigan Ave., Jackson, MI 49201
When recorded return to: MDOT, Attn: Jeffrey R. Ruest
4701 W. Michigan Ave.
Jackson, MI 49201
February 1, 2012

Mr. Jeffrey R. Ruest, Real Estate Agent
University Region/Real Estate Division
Michigan Department of Transportation
4701 W. Michigan Avenue
Jackson, MI 49201

RE: Property Split at 423 N. West Avenue, Jackson

Dear Mr. Ruest:

Enclosed please find a copy of a memo to the Mayor and City Council regarding the property split at 423 N. West Avenue, Jackson.

This item will be placed on the February 7, 2012, City Council agenda. You may wish to be present at the meeting, or send a representative, to answer any questions the Council might have. The meeting will be held at City Hall, 161 W. Michigan Avenue, in the second floor Council chambers at 7:00 p.m. on Tuesday, February 7, 2012.

Please call if you have questions or concerns about the meeting or the property division.

Sincerely yours,

[Signature]

David Taylor
City Assessor

Enclosures

Copy: Mayor & Council
INDEX:

<table>
<thead>
<tr>
<th>Description</th>
<th>Page</th>
</tr>
</thead>
<tbody>
<tr>
<td>General Fund Expenditure Summary</td>
<td>1-2</td>
</tr>
<tr>
<td>All Other Funds - Expenditure Summary</td>
<td>3-4</td>
</tr>
<tr>
<td>All Funds - Revenue Summary</td>
<td>5-6</td>
</tr>
<tr>
<td>Notes to Revenue &amp; Expenditure Summaries</td>
<td>7</td>
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</table>

City of Jackson, Michigan
Financial Statements

As of and For the 6 Months Ended December 31, 2011
(Unaudited)
### City of Jackson, Michigan

**General Fund Expenditure Summary**

As of and For the 6 Months Ended December 31, 2011

*(Prepared on the Adopted Budget-Basis)*

<table>
<thead>
<tr>
<th>Function Department</th>
<th>2011/12 Budget</th>
<th>Actual Year</th>
<th>Percent Favorable</th>
<th>Variance - (Unfavorable)</th>
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<tr>
<td></td>
<td>Original</td>
<td>Amended</td>
<td>To Date</td>
<td>To Date</td>
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<tr>
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<td>78,582</td>
<td>6,330</td>
<td>44,250</td>
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<td>22,851</td>
<td>2,495</td>
<td>11,105</td>
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<td>General Government:</td>
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<tr>
<td>101-172 City Manager</td>
<td>248,315</td>
<td>248,315</td>
<td>31,048</td>
<td>118,129</td>
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<tr>
<td>101-192 City Clerk-Elections</td>
<td>151,568</td>
<td>150,988</td>
<td>16,010</td>
<td>91,927</td>
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<tr>
<td>101-201 Finance</td>
<td>428,698</td>
<td>425,263</td>
<td>45,936</td>
<td>215,181</td>
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<td>101-209 City Assessor</td>
<td>295,358</td>
<td>294,777</td>
<td>16,010</td>
<td>151,885</td>
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<tr>
<td>101-210 City Attorney</td>
<td>393,824</td>
<td>393,824</td>
<td>41,636</td>
<td>183,646</td>
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<tr>
<td>101-215 City Clerk</td>
<td>198,545</td>
<td>197,369</td>
<td>19,472</td>
<td>93,023</td>
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<td>101-226 Personnel</td>
<td>166,545</td>
<td>166,545</td>
<td>8,261</td>
<td>79,180</td>
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<td>101-233 Purchasing</td>
<td>89,294</td>
<td>89,294</td>
<td>3,010</td>
<td>35,215</td>
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<td>101-253 City Treasurer</td>
<td>279,341</td>
<td>277,503</td>
<td>29,513</td>
<td>140,059</td>
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<td>101-254 City Income Tax</td>
<td>211,038</td>
<td>209,607</td>
<td>16,989</td>
<td>84,452</td>
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<td>101-258 Management Information Services</td>
<td>330,867</td>
<td>329,517</td>
<td>34,382</td>
<td>213,257</td>
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<td>101-265 City Hall &amp; Grounds</td>
<td>338,657</td>
<td>338,657</td>
<td>22,455</td>
<td>163,381</td>
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<td>101-276 Cemeteries</td>
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<td>186,363</td>
<td>19,453</td>
<td>124,622</td>
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<td>101-299 Unallocated</td>
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<td>694,527</td>
<td>43,541</td>
<td>338,781</td>
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<td>101-301 Police</td>
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<td>101-313 Consortium Training</td>
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<td>6,258</td>
<td>8,858</td>
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<td>101-314 In-Service Training</td>
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<td>8,478</td>
<td>750</td>
<td>6,302</td>
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<td>Fire Department:</td>
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<td>101-340 Fire Suppression</td>
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<td>3,332,609</td>
<td>326,551</td>
<td>1,615,307</td>
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<td>Other Public Safety:</td>
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<td>101-350 Public Safety - Unallocated</td>
<td>1,684,850</td>
<td>1,684,850</td>
<td>106,288</td>
<td>848,890</td>
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<td>101-401 Planning</td>
<td>28,213</td>
<td>28,213</td>
<td>13,755</td>
<td>40,508</td>
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<td>101-426 Office of Emergency Measures</td>
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<td>64,601</td>
<td>29,977</td>
<td>39,152</td>
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<td>1,777,664</td>
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(Continued -)

* See Notes on Page 7
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<tr>
<th>Function</th>
<th>Department</th>
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<th>Actual</th>
<th>Actual</th>
<th>Percent</th>
<th>Variance -</th>
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<tr>
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<td></td>
<td>Original</td>
<td>Amended</td>
<td>Month</td>
<td>Year</td>
<td>Favorable</td>
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<td>To Date</td>
<td>To Date</td>
<td>Spent</td>
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<td>(Unfavorable)</td>
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<td>Public Works</td>
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<td>Tax Property Maintenance</td>
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<td>101-442</td>
<td>Civic Affairs</td>
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<td>43,765</td>
<td>5,911</td>
<td>23,014</td>
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<td>101-447</td>
<td>Grounds Maintenance</td>
<td>42,600</td>
<td>42,600</td>
<td>4,479</td>
<td>22,830</td>
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<td>101-448</td>
<td>Sidewalk Construction</td>
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<td>52,000</td>
<td>0</td>
<td>38,693</td>
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<td>101-450</td>
<td>Street Lighting</td>
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<td>454,458</td>
<td>40,658</td>
<td>209,169</td>
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<tr>
<td>101-455</td>
<td>Weed Control</td>
<td>39,300</td>
<td>39,300</td>
<td>(58)</td>
<td>25,960</td>
<td>66.06%</td>
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<td>101-690</td>
<td>Forestry</td>
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<td>186,363</td>
<td>12,383</td>
<td>152,552</td>
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<td>826,486</td>
<td>826,486</td>
<td>63,929</td>
<td>475,229</td>
<td>57.50%</td>
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<td>Recreation &amp; Culture</td>
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<td>101-692</td>
<td>Parks, Recreation &amp; Grounds Admin.</td>
<td>616,109</td>
<td>615,528</td>
<td>60,419</td>
<td>332,331</td>
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<td>101-697</td>
<td>Parks &amp; Facilities Maintenance</td>
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<td>538,188</td>
<td>39,450</td>
<td>225,199</td>
<td>41.84%</td>
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<td>101-698</td>
<td>Lt. Nixon Memorial Pool</td>
<td>131,735</td>
<td>131,735</td>
<td>884</td>
<td>99,585</td>
<td>75.59%</td>
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<td>101-699</td>
<td>Sharp Park Swimming Pool</td>
<td>94,877</td>
<td>94,877</td>
<td>537</td>
<td>65,658</td>
<td>69.20%</td>
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<td>101-803</td>
<td>Historical District</td>
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<td>11,973</td>
<td>1,089</td>
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<tr>
<td></td>
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<td>1,394,044</td>
<td>1,392,301</td>
<td>102,379</td>
<td>726,496</td>
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<td>Health &amp; Welfare</td>
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<td>101-896</td>
<td>Human Relations</td>
<td>57,691</td>
<td>57,691</td>
<td>7,809</td>
<td>43,027</td>
<td>74.58%</td>
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<td>Contributions to Other Funds:</td>
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<td></td>
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<td>101-999</td>
<td>Contributions to Other Funds:</td>
<td>21,500</td>
<td>21,500</td>
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<td>0</td>
<td>0.00%</td>
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<td>Total General Fund Expenditures</td>
<td>18,808,415</td>
<td>18,795,151</td>
<td>1,824,861</td>
<td>9,564,200</td>
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</tbody>
</table>
### City of Jackson

All Other Funds - Expenditure Summary

As of and For the 6 Months Ended December 31, 2011

(Prepared on the Adopted Budget-Basis)

<table>
<thead>
<tr>
<th>Fund Type/Fund Name</th>
<th>2011/12 Budget</th>
<th>Actual Month To Date</th>
<th>Actual Year To Date</th>
<th>Percent Spent</th>
<th>Variance - Favorable</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>Original</td>
<td>Amended</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>Special Revenue Funds:</strong></td>
<td></td>
<td></td>
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<td></td>
<td></td>
</tr>
<tr>
<td>202 Major Street</td>
<td>4,103,574</td>
<td>4,103,574</td>
<td>155,342</td>
<td>1,109,467</td>
<td>27.04% 3,948,232</td>
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<tr>
<td>203 Local Street</td>
<td>2,025,823</td>
<td>2,025,823</td>
<td>91,465</td>
<td>882,085</td>
<td>43.54% 1,934,358</td>
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<tr>
<td>208 Ella W. Sharp Park Operating</td>
<td>675,998</td>
<td>674,067</td>
<td>3,039</td>
<td>348,077</td>
<td>51.64% 671,028</td>
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<tr>
<td>210 Land Acquisition Fund</td>
<td>50,000</td>
<td>50,000</td>
<td>2,051</td>
<td>14,197</td>
<td>28.39% 47,949</td>
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<td>211 Housing Initiative Fund</td>
<td>15,000</td>
<td>15,000</td>
<td>0</td>
<td>1,813</td>
<td>12.09% 15,000</td>
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<td>245 Public Improvement</td>
<td>1,145,597</td>
<td>1,145,597</td>
<td>0</td>
<td>124,913</td>
<td>10.90% 1,145,597</td>
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<tr>
<td>249 Building Department</td>
<td>558,342</td>
<td>556,911</td>
<td>43,648</td>
<td>266,443</td>
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<tr>
<td>257 Budget Stabilization</td>
<td>16,000</td>
<td>16,000</td>
<td>0</td>
<td>0</td>
<td>0.00% 16,000</td>
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<tr>
<td>265 Drug Law Enforcement</td>
<td>45,517</td>
<td>45,517</td>
<td>1,181</td>
<td>13,302</td>
<td>29.22% 32,215</td>
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<tr>
<td>268 BYRNE/JAG Grants</td>
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<td>196,246</td>
<td>50,784</td>
<td>102,039</td>
<td>52.00% 94,207</td>
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<td>269 COPS Hiring Recovery Prog. Grant</td>
<td>35,475</td>
<td>35,475</td>
<td>1,169</td>
<td>3,223</td>
<td>9.09% 32,252</td>
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<tr>
<td>270 LAWNET Grant</td>
<td>550</td>
<td>550</td>
<td>0</td>
<td>0</td>
<td>0.00% 550</td>
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<tr>
<td>288 Neighborhood Stabilization Grant</td>
<td>265,000</td>
<td>265,000</td>
<td>7,620</td>
<td>62,218</td>
<td>23.48% 202,782</td>
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<td>295 2008 Brownfield Assessment Grant</td>
<td>25,000</td>
<td>25,000</td>
<td>0</td>
<td>12,133</td>
<td>48.53% 12,867</td>
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<tr>
<td>296 Recreation Activity</td>
<td>245,706</td>
<td>245,706</td>
<td>13,551</td>
<td>101,809</td>
<td>41.44% 143,897</td>
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<tr>
<td>297 JPS Recreation Millage Program</td>
<td>239,000</td>
<td>239,000</td>
<td>12,848</td>
<td>99,885</td>
<td>41.79% 139,115</td>
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<tr>
<td>298 2008 Brownfield Revolving Loan</td>
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<td>96,200</td>
<td>0</td>
<td>9,272</td>
<td>9.64% 86,928</td>
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<td><strong>Debt Service Funds:</strong></td>
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<td>324 2003 MTF Bond D/S</td>
<td>283,235</td>
<td>283,235</td>
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<td>98.34% 4,705</td>
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<tr>
<td>365 City Hall D/S</td>
<td>653,071</td>
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<td>30.82% 451,785</td>
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<tr>
<td>368 Building Authority D/S</td>
<td>133,360</td>
<td>133,360</td>
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<td>92.09% 10,555</td>
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<tr>
<td>395 2001 DDA TIF D/S</td>
<td>550</td>
<td>550</td>
<td>0</td>
<td>0</td>
<td>0.00% 550</td>
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<tr>
<td>396 2011 DDA TIF Refinancing D/S</td>
<td>5,624,828 5,624,828 (1,023)</td>
<td>5,368,212 95.44% 256,616</td>
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<td>398 2002 BRA TIF D/S</td>
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<td>223,726</td>
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<td>446,529</td>
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<td>0</td>
<td>208,102</td>
<td>46.60% 238,427</td>
</tr>
<tr>
<td><strong>Capital Projects Funds:</strong></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>401 Capital Projects Fund</td>
<td>635,000</td>
<td>635,000</td>
<td>0</td>
<td>187,491</td>
<td>29.53% 447,509</td>
</tr>
<tr>
<td>402 Water Equipment and Replacement</td>
<td>1,698,995 1,698,995 76,783 701,284 41.28% 997,711</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>404 Sanitary Sewer Maintenance Fund</td>
<td>517,165</td>
<td>517,165</td>
<td>12,620</td>
<td>165,868</td>
<td>32.07% 351,297</td>
</tr>
<tr>
<td>405 Sanitary Sewer Replacement</td>
<td>745,500</td>
<td>745,500</td>
<td>10,128</td>
<td>256,226</td>
<td>34.37% 489,274</td>
</tr>
<tr>
<td>406 Wastewater Equip. Replacement</td>
<td>1,095,000 1,095,000 228,103 595,400 54.37% 499,600</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>494 Brownfield Redevelopment Auth.</td>
<td>1,342,648 1,342,648 20,864 472,862 35.22% 869,786</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>496 DDA Project</td>
<td>539,069</td>
<td>539,069</td>
<td>143</td>
<td>49,623</td>
<td>9.21% 489,446</td>
</tr>
<tr>
<td><strong>Enterprise Funds:</strong></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>583 Sharp Park Golf Practice Center</td>
<td>66,151</td>
<td>66,151</td>
<td>0</td>
<td>21,706</td>
<td>32.81% 44,445</td>
</tr>
<tr>
<td>585 Auto Parking System</td>
<td>28,563</td>
<td>28,563</td>
<td>1,975</td>
<td>10,280</td>
<td>35.99% 18,283</td>
</tr>
<tr>
<td>586 Parking Assessment</td>
<td>150,043</td>
<td>150,043</td>
<td>15,999</td>
<td>46,535</td>
<td>31.01% 103,508</td>
</tr>
<tr>
<td>589 Stormwater Utility</td>
<td>792,148</td>
<td>792,148</td>
<td>92,639</td>
<td>419,708</td>
<td>52.98% 372,440</td>
</tr>
<tr>
<td>590 Sewer</td>
<td>6,942,700</td>
<td>6,928,166</td>
<td>398,724</td>
<td>2,309,042</td>
<td>33.33% 4,619,124</td>
</tr>
<tr>
<td>591 Water</td>
<td>7,491,560</td>
<td>7,465,288</td>
<td>498,186</td>
<td>2,704,729</td>
<td>36.23% 4,760,559</td>
</tr>
<tr>
<td>599 Parking Deck Fund</td>
<td>719,251</td>
<td>719,251</td>
<td>8,880</td>
<td>69,885</td>
<td>9.72% 649,366</td>
</tr>
</tbody>
</table>

(Continued -)
### City of Jackson

#### All Other Funds - Expenditure Summary

As of and For the 6 Months Ended December 31, 2011

(Prepared on the Adopted Budget-Basis)

- Continued -

<table>
<thead>
<tr>
<th>Fund Type/Fund Name</th>
<th>2011/12 Budget</th>
<th>Actual Month To Date</th>
<th>Actual Year To Date</th>
<th>Percent Spent</th>
<th>Variance - Favorable</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>Original</td>
<td>Amended</td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

#### Internal Service Funds:

<table>
<thead>
<tr>
<th>Fund Type/Fund Name</th>
<th>2011/12 Budget</th>
<th>Actual Month To Date</th>
<th>Actual Year To Date</th>
<th>Percent Spent</th>
<th>Variance - Favorable</th>
</tr>
</thead>
<tbody>
<tr>
<td>Fund Type/Fund Name</td>
<td>2011/12 Budget</td>
<td>Actual Month To Date</td>
<td>Actual Year To Date</td>
<td>Percent Spent</td>
<td>Variance - Favorable</td>
</tr>
<tr>
<td></td>
<td>Original</td>
<td>Amended</td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

#### Trust & Agency Funds:

<table>
<thead>
<tr>
<th>Fund Type/Fund Name</th>
<th>2011/12 Budget</th>
<th>Actual Month To Date</th>
<th>Actual Year To Date</th>
<th>Percent Spent</th>
<th>Variance - Favorable</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>Original</td>
<td>Amended</td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

#### Special Assessment Funds:

<table>
<thead>
<tr>
<th>Fund Type/Fund Name</th>
<th>2011/12 Budget</th>
<th>Actual Month To Date</th>
<th>Actual Year To Date</th>
<th>Percent Spent</th>
<th>Variance - Favorable</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>Original</td>
<td>Amended</td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

1/30/2012  
* See Notes on Page 7  
Page 4
### City of Jackson
### All Funds - Revenue Summary
### As of and For the 6 Months Ended December 31, 2011
(Prepared on the Adopted Budget-Basis)

<table>
<thead>
<tr>
<th>Fund/Fund Name</th>
<th>2011/12 Budget</th>
<th>Actual Month To Date</th>
<th>Actual Year To Date</th>
<th>Percent Collected</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>General Fund:</strong></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Property Taxes</td>
<td>6,898,278</td>
<td>386,194</td>
<td>5,787,401</td>
<td>83.90%</td>
</tr>
<tr>
<td>Income Taxes</td>
<td>7,250,000</td>
<td>76,602</td>
<td>3,585,736</td>
<td>49.46%</td>
</tr>
<tr>
<td>Licenses &amp; Permits</td>
<td>252,725</td>
<td>26</td>
<td>56,638</td>
<td>22.41%</td>
</tr>
<tr>
<td>Federal Grants</td>
<td>2,585</td>
<td>4,963</td>
<td>4,963</td>
<td>34.03%</td>
</tr>
<tr>
<td>State Grants</td>
<td>12,465</td>
<td>5,678</td>
<td>45.55%</td>
<td></td>
</tr>
<tr>
<td>State Revenue Sharing</td>
<td>2,286,500</td>
<td>690,710</td>
<td>30.21%</td>
<td></td>
</tr>
<tr>
<td>Contributions From Local Units</td>
<td>29,665</td>
<td>24,946</td>
<td>84.09%</td>
<td></td>
</tr>
<tr>
<td>Charges For Goods &amp; Services</td>
<td>1,185,949</td>
<td>268,331</td>
<td>22.63%</td>
<td></td>
</tr>
<tr>
<td>Fines &amp; Forfeits</td>
<td>237,580</td>
<td>3,269</td>
<td>6.54%</td>
<td></td>
</tr>
<tr>
<td>Investment Income</td>
<td>50,000</td>
<td>3,269</td>
<td>6.54%</td>
<td></td>
</tr>
<tr>
<td>Contributions From Other Funds</td>
<td>171,500</td>
<td>108,524</td>
<td>63.28%</td>
<td></td>
</tr>
<tr>
<td>Miscellaneous</td>
<td>278,034</td>
<td>244,106</td>
<td>87.80%</td>
<td></td>
</tr>
<tr>
<td>Total General Fund Revenues</td>
<td>18,655,281</td>
<td>10,864,339</td>
<td>58.20%</td>
<td></td>
</tr>
</tbody>
</table>

| **Special Revenue Funds:**             |                |                      |                     |                   |
| 202 Major Street                       | 3,912,693      | 665,709              | 17.01%              |                   |
| 203 Local Street                       | 2,007,167      | 408,994              | 20.38%              |                   |
| 208 Ella W. Sharp Park Operating       | 677,950        | 251,691              | 37.13%              |                   |
| 210 Land Acquisition Fund              | 50,000         | 1                     | 0.00%               |                   |
| 211 Housing Initiative Fund            | 15,000         | 12                    | 0.08%               |                   |
| 245 Public Improvement                 | 1,057,500      | 901,085              | 85.21%              |                   |
| 249 Building Inspection                | 554,520        | 241,350              | 43.52%              |                   |
| 257 Budget Stabilization               | 16,000         | 2,592                 | 16.20%              |                   |
| 265 Drug Law Enforcement               | 31,250         | 3,532                 | 11.30%              |                   |
| 268 BYRNE/JAG Grants                   | 196,729        | 30,768               | 15.64%              |                   |
| 269 COPS Hiring Recovery Prog. Grant   | 196,246        | 51,256               | 26.12%              |                   |
| 270 LAWNET Grant                       | 35,475         | 2,523                 | 7.11%               |                   |
| 289 Neighborhood Stabilization Grant   | 265,000        | 88,350               | 33.34%              |                   |
| 295 2008 Brownfield Assessment Grant   | 25,000         | 0                     | 0.00%               |                   |
| 296 Recreation Activity                | 300,500        | 89,283               | 29.71%              |                   |
| 297 JPS Recreation Millage Program     | 240,000        | 1                     | 0.00%               |                   |
| 298 2008 Brownfield Revolving Loan      | 96,200         | 0                     | 0.00%               |                   |

| **Debt Service Funds:**                |                |                      |                     |                   |
| 324 2003 MTF Bond D/S                  | 283,235        | 0                     | 98.34%              |                   |
| 365 2003 City Hall D/S                  | 657,500        | 586,288               | 89.17%              |                   |
| 368 Building Authority D/S             | 133,360        | 122,805               | 92.09%              |                   |
| 395 2001 DDA TIF D/S                    | 550            | 0                     | 0.00%               |                   |
| 396 2011 DDA TIF Refinancing D/S       | 5,624,828      | 5,368,643             | 95.45%              |                   |
| 398 2002 BRA TIF D/S                    | 637,703        | 223,726               | 35.08%              |                   |
| 399 2007 BRA TIF Refunding D/S         | 446,529        | 208,102               | 46.60%              |                   |

| **Capital Projects Funds:**            |                |                      |                     |                   |
| 401 Capital Projects Fund              | 635,000        | 3,117                 | 0.49%               |                   |
| 402 Water Equipment and Replacement    | 1,014,000      | 502,946               | 49.60%              |                   |
| 404 Sanitary Sewer Maintenance Fund    | 517,165        | 165,803               | 32.06%              |                   |
| 405 Sanitary Sewer Replacement         | 663,000        | 327,345               | 49.37%              |                   |
| 406 Wastewater Equip. Replacement      | 643,000        | 313,974               | 48.83%              |                   |
| 494 Brownfield Redevelopment Auth.     | 1,272,500      | 5,029                 | 0.40%               |                   |
| 496 DDA Project                        | 1,046,602      | 14                     | 0.00%               |                   |

(Continued-)

* See Notes on Page 7
# City of Jackson

## All Funds - Revenue Summary

As of and For the 6 Months Ended December 31, 2011
(Prepared on the Adopted Budget-Basis)

<table>
<thead>
<tr>
<th>Fund/Fund Name</th>
<th>2011/12 Budget</th>
<th>Actual Month To Date</th>
<th>Actual Year To Date</th>
<th>Percent Collected</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Enterprise Funds:</strong></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>583 Sharp Park Golf Practice Center</td>
<td>68,200</td>
<td>68,200</td>
<td>0</td>
<td>15,993</td>
</tr>
<tr>
<td>585 Auto Parking System</td>
<td>28,250</td>
<td>28,250</td>
<td>996</td>
<td>7,133</td>
</tr>
<tr>
<td>586 Parking Assessment</td>
<td>91,839</td>
<td>91,839</td>
<td>7,325</td>
<td>19,445</td>
</tr>
<tr>
<td>589 Stormwater Utility</td>
<td>773,000</td>
<td>773,000</td>
<td>78,344</td>
<td>601,811</td>
</tr>
<tr>
<td>590 Sewer</td>
<td>5,171,900</td>
<td>5,171,900</td>
<td>420,852</td>
<td>2,100,665</td>
</tr>
<tr>
<td>591 Water</td>
<td>6,795,327</td>
<td>6,795,327</td>
<td>552,735</td>
<td>2,991,097</td>
</tr>
<tr>
<td>599 Parking Deck Fund</td>
<td>256,932</td>
<td>256,932</td>
<td>251,197</td>
<td>253,957</td>
</tr>
<tr>
<td><strong>Internal Service Funds:</strong></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>641 Public Works Administration</td>
<td>617,445</td>
<td>599,558</td>
<td>62,571</td>
<td>327,470</td>
</tr>
<tr>
<td>642 Engineering Administration</td>
<td>385,888</td>
<td>381,343</td>
<td>28,484</td>
<td>167,321</td>
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<tr>
<td>643 Local Site Remediation Revolving</td>
<td>165,000</td>
<td>165,000</td>
<td>0</td>
<td>922</td>
</tr>
<tr>
<td>661 Motor Pool and Garage</td>
<td>1,341,764</td>
<td>1,341,764</td>
<td>124,317</td>
<td>645,223</td>
</tr>
<tr>
<td>663 Equipment Revolving Fund</td>
<td>72,136</td>
<td>72,136</td>
<td>0</td>
<td>0</td>
</tr>
<tr>
<td>677 Workers' Compensation</td>
<td>265,000</td>
<td>265,000</td>
<td>21,773</td>
<td>152,450</td>
</tr>
<tr>
<td>678 Prescription Drug</td>
<td>810,300</td>
<td>810,300</td>
<td>99,923</td>
<td>510,116</td>
</tr>
<tr>
<td>679 Health Care Deductible Reimb.</td>
<td>93,000</td>
<td>93,000</td>
<td>6,454</td>
<td>38,582</td>
</tr>
<tr>
<td>680 Health Care Deductible Reimb.-Fire</td>
<td>170,000</td>
<td>170,000</td>
<td>16,320</td>
<td>87,096</td>
</tr>
<tr>
<td><strong>Trust &amp; Agency Funds:</strong></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>702 County &amp; School Tax Collection</td>
<td>35,000</td>
<td>35,000</td>
<td>0</td>
<td>4,901</td>
</tr>
<tr>
<td>711 Cemetery Perpetual Maintenance</td>
<td>89,500</td>
<td>89,500</td>
<td>46,964</td>
<td>51,886</td>
</tr>
<tr>
<td>718 Ella W. Sharp Endowment</td>
<td>85,050</td>
<td>85,050</td>
<td>0</td>
<td>0</td>
</tr>
<tr>
<td>731 Employees' Retirement System</td>
<td>4,183,000</td>
<td>4,183,000</td>
<td>301,055</td>
<td>(597,866)</td>
</tr>
<tr>
<td>732 Policemen's/Firemen's Pension</td>
<td>885,000</td>
<td>885,000</td>
<td>307,971</td>
<td>(104,511)</td>
</tr>
<tr>
<td>733 Policemen's/Firemen's Pension-345</td>
<td>7,168,528</td>
<td>7,168,528</td>
<td>1,456,800</td>
<td>(1,483,667)</td>
</tr>
<tr>
<td>736 Public Employees Health Care</td>
<td>40,000</td>
<td>40,000</td>
<td>0</td>
<td>0</td>
</tr>
<tr>
<td><strong>Special Assessment Funds:</strong></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>895 Special Assessment</td>
<td>324,149</td>
<td>324,149</td>
<td>280</td>
<td>2,189</td>
</tr>
</tbody>
</table>

* See Notes on Page 7
Note 1: Revenues do not include budgeted appropriations from fund balance. These appropriations, together with budgeted revenues, are sufficient to fund budgeted expenditures, in accordance with State law.

Note 2: A budget amendment to correct this variance is pending.
MEMO TO: Honorable Mayor and City Council Members
FROM: Jonathan Greene, Executive Director
SUBJECT: Special Event Application: Jackson Winterfest Awards Ceremony

MOTION Approval of the request from Castle Marketing and Advertising to conduct the Jackson Winterfest Awards Ceremony at Bucky Harris Park on Saturday, February 25th from 6:30 p.m. to 8:30 p.m. Recommended approval has been received from the Police, Fire, Parks, Department of Public Works, Engineering, and the Downtown Development Authority. This event is contingent upon receipt of proper insurance coverage. The event is not expected to have an economic impact on the mentioned City departments.

att: Special Event Application: Jackson Winterfest Awards Ceremony

<table>
<thead>
<tr>
<th>Department</th>
<th>Economic Impact</th>
</tr>
</thead>
<tbody>
<tr>
<td>Downtown Development Authority</td>
<td>$0.00</td>
</tr>
<tr>
<td>Jackson Police Department</td>
<td>0.00</td>
</tr>
<tr>
<td>Fire</td>
<td>0.00</td>
</tr>
<tr>
<td>Engineering</td>
<td>0.00</td>
</tr>
<tr>
<td>Parks / Forestry</td>
<td>0.00</td>
</tr>
<tr>
<td>Department of Public Works</td>
<td>0.00</td>
</tr>
</tbody>
</table>

**Total:** $0.00

JG/jt
CITY OF JACKSON
SPECIAL EVENT APPLICATION
Downtown Development Authority ~ 161 W. Michigan Avenue ~ Jackson, MI 49201
(517) 768-6410

Date Received By DDA Office: 1/11/2012 Time: 8:00 am By: VG

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: Castle Marketing + Advertising

Organization Address: 702 Loomis St Jackson MI 49202

Organization Agent Neil Hardcastle Title: president

Phone: (work) (517) 206-8805 Phone: (home) Phone: (during the event) (517) 206-8805

Agent’s Address

Agent’s E-Mail Address neil@castlemga.com

Event Name Jackson Winterfest, award ceremony

Please give a brief description of the proposed special event: I would like to host an award ceremony at the Bucky Harris Park. The crowd will come from the Jackson Winterfest at Cascade Park. Between 6:30p.m to 8:30 p.m. We will award businesses for their achievements, and have an equines performance, by a local band. After the event the crowds can enjoy the downtown Jackson nightlife!

Event Day(s) & Date(s) Feb 25th, 2012

Event Time(s) 6:30p.m-8:30 p.m.

Set-Up Date & Time Tear-Down Date & Time

Event Location Bucky Harris Park

ANNUAL EVENT: Is this event expected to occur next year? (circle one) YES NO

How many years has this event occurred? 0

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

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

RESERVED PARKING: Are you requesting reserved parking? YES NO

If yes, list the number of street spaces, City lots or locations where parking is requested:

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

DO YOU PLAN TO HAVE ALCOHOL SOLD/SERVED AT THIS EVENT? YES NO

If yes, please attach liquor license and liquor liability insurance.

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

ATTENDANCE: What is the expected (estimated) attendance for this event?  400+

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

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

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

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.

1/9/12
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
Event Title: **Jackson Winterfest Awards Ceremony**

<table>
<thead>
<tr>
<th>DEPARTMENTAL USE ONLY: Please contact applicant directly with any questions or concerns. Sign and return to the City Clerk’s Office, as soon as possible.</th>
</tr>
</thead>
<tbody>
<tr>
<td>Approvals noted below, by departments, indicate they have been made aware of the request and the reasonability of their department have been met.</td>
</tr>
<tr>
<td>Police Dept.: Recommend Approval: YES NO Est. Economic Impact: $0</td>
</tr>
<tr>
<td>Fire Dept.: Recommend Approval: YES NO Est. Economic Impact: $0</td>
</tr>
<tr>
<td>Traffic Eng.: Recommend Approval: YES NO Est. Economic Impact: $0</td>
</tr>
<tr>
<td>Dept. Pub. Serv.: Recommend Approval: YES NO Est. Economic Impact: $0</td>
</tr>
<tr>
<td>DDA: Recommend Approval: YES NO Est. Economic Impact: $0</td>
</tr>
<tr>
<td>Have businesses been notified for street closures?: YES NO N/A</td>
</tr>
<tr>
<td>Parks/Forestry: Recommend Approval: YES NO Est. Economic Impact: $0</td>
</tr>
</tbody>
</table>

Reason for disapproval:

Any special requirements/conditions:

None.

Insurance / Indemnification Received: **forthcoming** Insurance Approved: 

City Council Approved: Denied: Approval/ Denial Mailed:
See below.

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

Here is another relatively straightforward SEA from Castle Marketing and Advertising wishing to use Bucky Harris Park.

Thanks for your timely response, Jonathan

Jonathan Greene  
Executive Director  
Jackson Downtown Development Authority
Jonathan Greene

From: David Wooden
Sent: Wednesday, January 11, 2012 1:58 PM
To: Jonathan Greene
Subject: RE: Special Event Application - Winterfest

Department: Fire
Recommended Approval: Yes
Est. Economic Impact: $ 00
Reason for disapproval (if applicable): None
Any special requirements/conditions: None

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

From: Jonathan Greene
Sent: Wednesday, January 11, 2012 9:31 AM
To: Bob Dietz; Brandon Ransom; Christopher Simpson; David Wooden; Jonathan Greene; Lt. Elmer Hitt; SanDee Porter; Sandy Sykes
Subject: Special Event Application - Winterfest

Here is another relatively straightforward SEA from Castle Marketing and Advertising wishing to use Bucky Harris Park.

Thanks for your timely response, Jonathan

Department:
Recommended Approval: _______ (yes or no)
Est. Economic Impact: $__________
Reason for disapproval (if applicable): __________________________
Any special requirements/conditions: ____________________________

Jonathan Greene
Brandon Ransom
Director
City of Jackson
Parks and Recreation Department
161 W. Michigan Ave.
Jackson, MI 49201
517.788.4040

From: Jonathan Greene [JGreene@cityofjackson.org]
Sent: Wednesday, January 11, 2012 9:31 AM
To: Bob Dietz; Brandon Ransom; Christopher Simpson; David Wooden; Jonathan Greene; Lt. Elmer Hitt; SanDee Porter; Sandy Sykes
Subject: Special Event Application - Winterfest

Here is another relatively straightforward SEA from Castle Marketing and Advertising wishing to use Bucky Harris Park.

Thanks for your timely response, Jonathan

Department: ____________________________Parks________________________
Recommended Approval: yes_____ [yes or no]
Est. Economic Impact: $____0____
Reason for disapproval (if applicable): __________________________________________________________________________
Any special requirements/conditions: ________________________________________________________________________________

Jonathan Greene
Executive Director
Jackson Downtown Development Authority
Nothing is requested pertaining to DPW.
SanDee

From: Jonathan Greene  
Sent: Wednesday, January 11, 2012 9:31 AM  
To: Bob Dietz; Brandon Ransom; Christopher Simpson; David Wooden; Jonathan Greene; Lt. Elmer Hitt; SanDee Porter; Sandy Sykes  
Subject: Special Event Application - Winterfest

Here is another relatively straightforward SEA from Castle Marketing and Advertising wishing to use Bucky Harris Park.

Thanks for your timely response, Jonathan

Department: __________ Public Works  
Recommended Approval: _______yes____ (yes or no)  
Est. Economic Impact: $_________  
Reason for disapproval (if applicable): ________________________________  
Any special requirements/conditions: ________________________________  

Jonathan Greene  
Executive Director  
Jackson Downtown Development Authority

No virus found in this message.  
Checked by AVG - www.avg.com  
Version: 10.0.1416 / Virus Database: 2109/4136 - Release Date: 01/11/12
Here is another relatively straightforward SEA from Castle Marketing and Advertising wishing to use Bucky Harris Park.

Thanks for your timely response, Jonathan

Department: Engineering
Recommended Approval: yes (yes or no)
Est. Economic Impact: $n/a
Reason for disapproval (if applicable):
Any special requirements/conditions:

Jonathan Greene
Executive Director
Jackson Downtown Development Authority

No virus found in this message.
Checked by AVG - www.avg.com
Version: 10.0.1416 / Virus Database 2109/4136 - Release Date: 01/11/12
Yes $0

From: Jonathan Greene  
Sent: Wednesday, January 11, 2012 9:31 AM  
To: Bob Dietz; Brandon Ransom; Christopher Simpson; David Wooden; Jonathan Greene; Lt. Elmer Hitt; SanDee Porter; Sandy Sykes  
Subject: Special Event Application - Winterfest

Here is another relatively straightforward SEA from Castle Marketing and Advertising wishing to use Bucky Harris Park.

Thanks for your timely response, Jonathan

Department: __________________________  
Recommended Approval: ______ (yes or no)  
Est. Economic Impact: $ ______  
Reason for disapproval (if applicable): ___________________________________________  
Any special requirements/conditions: ____________________________________________

Jonathan Greene  
Executive Director  
Jackson Downtown Development Authority

No virus found in this message.  
Checked by AVG - www.avg.com  
Version: 10.0.1416 / Virus Database: 2109/4136 - Release Date: 01/11/12
MEMO TO: City Councilmembers

FROM: Martin J. Griffin, Mayor

DATE: February 1, 2012

SUBJECT: Board of Review

MOTION: Approval of the Mayor's recommendation to appoint Barbara Jo Dwyer to the Board of Review for a three-year term beginning February 1, 2012, and ending January 31, 2015.

In accordance with City Charter, Sec. 14.5 (MCLA 211.107) Three members, all City residents, appointed by the Mayor subject to Council confirmation. One board member shall be appointed each January for three-year terms.

It is my desire, therefore, to appoint Barbara Jo Dwyer to the Board of Review for a three-year term, beginning February 1, 2012, and ending January 31, 2015.

MJG:skh

APP-CC
City of Jackson Board/Commission Application

Name: Barbara Jo Dwyer
Address: 510 Harwood St. Jackson Zip: 49203
Home Phone: (517) 787-3488 Other Phone: (517) 581-3488
Occupation: Minister to Shut-ins - St. John the Evangelist
Process Server
Community Involvement/Activity
Court Officer + Process Server Chaplain - Allegiance Health
30 years
17 years
Are you a registered voter? Yes Ward? 6th
Which Board or Commission(s) are you interested in?
1. Board of Review 2.
3.
List additional information you feel may be pertinent to board or commission

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

APPLICATION WILL BE KEPT ON FILE FOR ONE YEAR

Signature of Applicant
Barbara Jo Dwyer
Date
1/24/12

Please return to Mayor’s Office, City of Jackson, 161 W. Michigan Avenue, Jackson, MI 49201
MEMO TO: City Councilmembers  
FROM: Martin J. Griffin, Mayor  
DATE: January 30, 2012  
SUBJECT: Human Relations Commission  
MOTION: Approval of the Mayor’s recommendation to reappoint Kathleen Conley and Alice Lewis to the Human Relations Commission for a three-year term each beginning immediately, and ending December 31, 2014, in accordance with the recommendation of the Human Relations Commission.

In accordance with City Code, Chapter 15, Section 15-33. The HRC shall consist of nine citizens; at least five must be City residents. Nominations to fill vacancies shall be made by City Council or HRC to Mayor; at least one for each appointment. Mayor appoints subject to Council confirmation. HRC may appoint up to three ex-officio citizen members for indefinite terms; in addition, one City Councilmember shall be an ex-officio member. Three appointments made annually for three-year terms upon expiration of appointments ending December 31, 1999.

It is my desire, therefore, to reappoint Kathleen Conley and Alice Lewis to the Human Relations Commission for a three-year term each, in concurrence with the recommendation from the Human Relations Commission, beginning immediately, and ending December 31, 2014.

KFD:skh
MEMO TO: The Honorable Mayor and City Councilmembers

FROM: Kathleen Conley, Chairperson

DATE: December 1, 2011

SUBJECT: Recommendation of Reappointment to the Human Relations Commission

In accordance with City Code, Chapter 15, there are nine members to be appointed by the Mayor, with the approval of the City Council. The Human Relations Commission will submit one nominee to the Mayor for each vacancy as it occurs. At least five of the nine must be City residents.

At its November 16, 2011, meeting the HRC voted to recommend the reappointment of the following candidates to the HRC for a three year term beginning January 1, 2012. The applications are attached. The candidates are:

Kathleen Conley
714 Elmwood
Jackson, MI 49203

Alice Lewis
233 Damon St.
Jackson, MI 49203

KC:skh

Attachments

cc: HRC Members
Frank Weathers, Staff
City of Jackson Board/Commission Application

Name: Kathleen Conley
Address: 714 Elmwood Ave Zip: 49203
Home Phone: 517 745 0045 Other Phone: 
Occupation: Insurance

Community Involvement/Activity

HRC

Are you a registered voter? YES Ward? 6
Which Board or Commission(s) are you interested in?
1. HRC 2. 
3. 

List additional information you feel may be pertinent to board or commission
past service since 2001

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

APPLICATION WILL BE KEPT ON FILE FOR ONE YEAR

Signature of Applicant Conley Date 10/21/11

Please return to Mayor’s Office, City of Jackson, 161 W. Michigan Avenue, Jackson, MI 49201
CITY OF JACKSON
MICHIGAN

City of Jackson Board/Commission Application

Name: Alice J. Lewis
Address: 933 School St, Jackson Zip: 49203
Home Phone: 787-4094 Other Phone: 
E-mail address: 
Occupation: Retired

Community Involvement/Activity
Human Relations Commission
NAPRO Executive Board
Community Action Agency Certified Mediator

Are you a registered voter? Yes Ward? Int.

Which Board or Commission(s) are you interested in?
1. Human Relations Commission 2. Jackson District Library Board
3. 

List additional information you feel may be pertinent to board or commission
Chairperson for the city of Jackson Community Picnic
Involvement with community HRC Member for 10 yrs.

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

APPLICATION WILL BE KEPT ON FILE FOR ONE YEAR

Signature of Applicant Alice J. Lewis
Date 11-01-11

Please return to Mayor’s Office, City of Jackson, 161 W. Michigan Avenue, Jackson, MI 49201
MEMO TO: Honorable Mayor and City Councilmembers
FROM: Lynn Fessel, City Clerk
SUBJECT: Public Hearings and Resolutions for Special Assessment Roll Nos. 3365, 3366, 3367, 3368.

MOTION: RECESS AS CITY COUNCIL AND CONVENE AS A BOARD OF REVIEW.

A. PUBLIC HEARING ON SPECIAL ASSESSMENT ROLL NO. 3365 FOR STREET REPAVING ON LOOMIS FROM LEROY TO ARGYLE

1. RESOLUTION CONFIRMING ROLL NO. 3365

B. PUBLIC HEARING ON SPECIAL ASSESSMENT ROLL NO. 3366 FOR STREET REPAVING ON NORTH FROM COOPER TO LANSING

1. RESOLUTION CONFIRMING ROLL NO. 3366

C. PUBLIC HEARING ON SPECIAL ASSESSMENT ROLL NO. 3367 FOR STREET REPAVING ON MASON FROM MECHANIC TO FRANCIS

1. RESOLUTION CONFIRMING ROLL NO. 3367

D. PUBLIC HEARING ON SPECIAL ASSESSMENT ROLL NO. 3368 FOR STREET REPAVING ON WILKINS FROM JACKSON TO FRANCIS

1. RESOLUTION CONFIRMING ROLL NO. 3368

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

Public hearings were established at the City Council’s January 24th meeting for February 7, 2012. The required notice was published in the Jackson Citizen Patriot and a notification letter was sent to each property owner included on the rolls.

C: City Manager
RESOLUTION
STREET CONSTRUCTION

BY THE BOARD OF REVIEW:

WHEREAS, the Assessor, in accordance with the direction of the City Council, did prepare special assessments concerning street repaving on Loomis from Leroy to East Argyle Street which assessments were by him placed on Assessment Roll No. 3365 in the amount of $68,509.35 and reported to the City Council at its meeting held on the 24th day of January, 2012; and

WHEREAS, notice has been duly given that the City Council and Assessor would sit as a Board of Review in the Council Chambers in the City of Jackson on Tuesday, the 7th day of February, 2012, at 7:00 p.m. to hear any and all objections and suggestions by interested parties to said special assessments as contained in said roll; and

WHEREAS, the matter of said review having come on to be heard and the City Council and Assessor sitting as a Board of Review having heard all suggestions and objections made thereto and having fully considered the same;

NOW, THEREFORE, BE IT RESOLVED, that each and all of the special assessments as contained in said roll are hereby confirmed and made valid liens against the property and valid claims against the owners thereof, and the City Clerk is hereby directed to make certificates of this determination and attach the same to said roll and to turn said roll over to the City Treasurer for collection; and

BE IT FURTHER RESOLVED that each and all of the special assessments contained in Roll No. 3365 shall be divided into ten (10) equal installments, the first of which shall be payable by June 29, 2012 without interest charge; and the remaining installments, plus a 2.01% annual interest charge on each installment, shall be due annually on May 30 of each subsequent year until each of the special assessments has been paid in full; provided, however, that in the event the City issues bonds in anticipation of special assessments, the unpaid balance of said special assessments shall, in accordance with Section 22-9 of the Jackson City Code of Ordinances, bear a rate of interest which shall be one percent (1%) above the average interest cost of said special assessment bonds.

BE IT FURTHER RESOLVED that the unpaid balance of any special assessment, including pro rata interest charges, may be paid in full at any time and that each and any special assessment may be paid without interest if payment in full is made on or prior to June 29, 2012.

* * * * *

State of Michigan
County of Jackson
City of Jackson

I, Lynn Fessel, 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 sitting as a Board of Review on the 7th day of February, 2012.

IN WITNESS WHEREOF, I have hereto affixed my signature and the Seal of the City of Jackson, Michigan, on this 8th day of February, 2012.

________________________________________
Lynn Fessel, City Clerk
RESOLUTION
STREET CONSTRUCTION

BY THE BOARD OF REVIEW:

WHEREAS, the Assessor, in accordance with the direction of the City Council, did prepare special assessments concerning street repaving on North Street from Cooper to Lansing Avenue which assessments were by him placed on Assessment Roll No. 3366 in the amount of $158,950.73 and reported to the City Council at its meeting held on the 24th day of January, 2012; and

WHEREAS, notice has been duly given that the City Council and Assessor would sit as a Board of Review in the Council Chambers in the City of Jackson on Tuesday, the 7th day of February, 2012, at 7:00 p.m. to hear any and all objections and suggestions by interested parties to said special assessments as contained in said roll; and

WHEREAS, the matter of said review having come on to be heard and the City Council and Assessor sitting as a Board of Review having heard all suggestions and objections made thereto and having fully considered the same;

NOW, THEREFORE, BE IT RESOLVED, that each and all of the special assessments as contained in said roll are hereby confirmed and made valid liens against the property and valid claims against the owners thereof, and the City Clerk is hereby directed to make certificates of this determination and attach the same to said roll and to turn said roll over to the City Treasurer for collection; and

BE IT FURTHER RESOLVED that each and all of the special assessments contained in Roll No. 3366 shall be divided into ten (10) equal installments, the first of which shall be payable by June 29, 2012 without interest charge; and the remaining installments, plus a 2.01% annual interest charge on each installment, shall be due annually on May 30 of each subsequent year until each of the special assessments has been paid in full; provided, however, that in the event the City issues bonds in anticipation of special assessments, the unpaid balance of said special assessments shall, in accordance with Section 22-9 of the Jackson City Code of Ordinances, bear a rate of interest which shall be one percent (1%) above the average interest cost of said special assessment bonds.

BE IT FURTHER RESOLVED that the unpaid balance of any special assessment, including pro rata interest charges, may be paid in full at any time and that each and any special assessment may be paid without interest if payment in full is made on or prior to June 29, 2012.

* * * * *

State of Michigan
County of Jackson
City of Jackson

I, Lynn Fessel, 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 sitting as a Board of Review on the 7th day of February, 2012.

IN WITNESS WHEREOF, I have hereto affixed my signature and the Seal of the City of Jackson, Michigan, on this 8th day of February, 2012.

Lynn Fessel, City Clerk
RESOLUTION
STREET CONSTRUCTION

BY THE BOARD OF REVIEW:

WHEREAS, the Assessor, in accordance with the direction of the City Council, did prepare special assessments concerning street repaving on Mason from South Mechanic Street to Francis Street which assessments were by him placed on Assessment Roll No. 3367 in the amount of $8,843.85 and reported to the City Council at its meeting held on the 24th day of January, 2012; and

WHEREAS, notice has been duly given that the City Council and Assessor would sit as a Board of Review in the Council Chambers in the City of Jackson on Tuesday, the February 7, 2012, at 7:00 p.m. to hear any and all objections and suggestions by interested parties to said special assessments as contained in said roll; and

WHEREAS, the matter of said review having come on to be heard and the City Council and Assessor sitting as a Board of Review having heard all suggestions and objections made thereto and having fully considered the same;

NOW, THEREFORE, BE IT RESOLVED, that each and all of the special assessments as contained in said roll are hereby confirmed and made valid liens against the property and valid claims against the owners thereof, and the City Clerk is hereby directed to make certificates of this determination and attach the same to said roll and to turn said roll over to the City Treasurer for collection; and

BE IT FURTHER RESOLVED that each and all of the special assessments contained in Roll No. 3367 shall be divided into ten (10) equal installments, the first of which shall be payable by June 29, 2012 without interest charge; and the remaining installments, plus a 2.01% annual interest charge on each installment, shall be due annually on May 30 of each subsequent year until each of the special assessments has been paid in full; provided, however, that in the event the City issues bonds in anticipation of special assessments, the unpaid balance of said special assessments shall, in accordance with Section 22-9 of the Jackson City Code of Ordinances, bear a rate of interest which shall be one percent (1%) above the average interest cost of said special assessment bonds.

BE IT FURTHER RESOLVED that the unpaid balance of any special assessment, including pro rata interest charges, may be paid in full at any time and that each and any special assessment may be paid without interest if payment in full is made on or prior to June 29, 2012.

* * * * *

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

I, Lynn Fessel, 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 sitting as a Board of Review on the 7th day of February, 2012.

IN WITNESS WHEREOF, I have hereto affixed my signature and the Seal of the City of Jackson, Michigan, on this 8th day of February, 2012.

Lynn Fessel, City Clerk
RESOLUTION
STREET CONSTRUCTION

BY THE BOARD OF REVIEW:

WHEREAS, the Assessor, in accordance with the direction of the City Council, did prepare special assessments concerning street repaving on Wilkins from South Jackson Street to Francis Street which assessments were by him placed on Assessment Roll No. 3368 in the amount of $59,772.26 and reported to the City Council at its meeting held on the 24th day of January, 2012; and

WHEREAS, notice has been duly given that the City Council and Assessor would sit as a Board of Review in the Council Chambers in the City of Jackson on Tuesday, the 7th day of February, 2012, at 7:00 p.m. to hear any and all objections and suggestions by interested parties to said special assessments as contained in said roll; and

WHEREAS, the matter of said review having come on to be heard and the City Council and Assessor sitting as a Board of Review having heard all suggestions and objections made thereto and having fully considered the same;

NOW, THEREFORE, BE IT RESOLVED, that each and all of the special assessments as contained in said roll are hereby confirmed and made valid liens against the property and valid claims against the owners thereof, and the City Clerk is hereby directed to make certificates of this determination and attach the same to said roll and to turn said roll over to the City Treasurer for collection; and

BE IT FURTHER RESOLVED that each and all of the special assessments contained in Roll No. 3368 shall be divided into ten (10) equal installments, the first of which shall be payable by June 29, 2012 without interest charge; and the remaining installments, plus a 2.01% annual interest charge on each installment, shall be due annually on May 30 of each subsequent year until each of the special assessments has been paid in full; provided, however, that in the event the City issues bonds in anticipation of special assessments, the unpaid balance of said special assessments shall, in accordance with Section 22-9 of the Jackson City Code of Ordinances, bear a rate of interest which shall be one percent (1%) above the average interest cost of said special assessment bonds.

BE IT FURTHER RESOLVED that the unpaid balance of any special assessment, including pro rata interest charges, may be paid in full at any time and that each and any special assessment may be paid without interest if payment in full is made on or prior to June 29, 2012.

* * * * *

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

I, Lynn Fessel, 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 sitting as a Board of Review on the 7th day of February, 2012.

IN WITNESS WHEREOF, I have hereto affixed my signature and the Seal of the City of Jackson, Michigan, on this 8th day of February, 2012.

_________________________
Lynn Fessel, City Clerk
CITY CLERK’S OFFICE
Lynn Fessel, City Clerk

CITY COUNCIL MEETING
February 7, 2012

MEMO TO: Honorable Mayor and City Council Members
FROM: Lynn Fessel, City Clerk
SUBJECT: 2011-2012 Meterless Parking

MOTION: PUBLIC HEARING ON THE NECESSITY OF CONTINUING THE METERLESS PARKING SYSTEM IN THE DOWNTOWN AREA OF THE CITY FOR 2011-2012

A. RESOLUTION DETERMINING THE NECESSITY OF CONTINUING THE METERLESS PARKING SYSTEM, ORDERING THE CITY ASSESSOR TO PREPARE SPECIAL ASSESSMENT ROLL NO. 4211 AND ESTABLISHING FEBRUARY 21, 2012, AT THE CITY COUNCIL MEETING AS THE TIME AND PLACE TO HOLD A PUBLIC HEARING CONFIRMING THE METERLESS PARKING SYSTEM ASSESSMENT ROLL.

Attached please find a resolution determining the necessity for 2011-2012 meterless parking special assessment to be considered after the public hearing is held.

C: Larry Shaffer, City Manager
RESOLUTION

BY THE CITY COUNCIL:

WHEREAS, the DDA and City staff have diligently studied the question of continuing the operation of a downtown meterless parking system as a public improvement with an estimated total annual assessable cost of $47,460.00; and

WHEREAS, under the authority granted by Ordinance Nos. 98-6 and 98-20, the City Council has reviewed the necessity of continuing the operation of a meterless parking system for the downtown area; and

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

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

NOW, THEREFORE, BE IT RESOLVED that the City Council hereby determines that the continuation of the meterless parking system for the downtown area is a necessary public improvement and directs the Assessor to prepare Assessment Roll No. 4211 in the amount of $47,460.00 reflecting the estimated costs of same, assessing such costs to the property owners receiving a benefit therefrom in accordance with the benefits to be received by each.

BE IT FURTHER RESOLVED that the City Clerk is hereby directed to give notice that a public hearing will be held on Tuesday, the 21st day of February, 2012, at the hour of 7:00 p.m. in the Council Chambers of City Hall in the City of Jackson to hear any and all objections and suggestions by interested parties that may be made as to the assessments contained in said rolls.

* * * * *

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

I, Lynn Fessel, 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 7th day of February, 2012.

IN WITNESS WHEREOF, I have hereto affixed my signature and the Seal of the City of Jackson, Michigan, on this 8th day of February, 2012.

Lynn Fessel, City Clerk
CITY COUNCIL MEETING
January 24, 2012
Consent Agenda

Establish the Date For Public Hearing – Special Assessment Roll
Meterless Parking – Downtown Development Authority

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

FROM: Laurence Shaffer, City Manager

DATE: January 18, 2012

SUBJECT: Establish the Date of Public Hearing – Downtown Meterless Parking

It is requested and recommended that the City Council, consistent with Section 22-3 of the City Code establish a public hearing of necessity on continuing the operation of a meterless parking system for the downtown area.

MOTION: Establishment of February 7, 2012, at the City Council meeting as the time and place to hold a public hearing on the necessity of continuing the operation of the meterless parking system for the downtown area.

Find attached the material supporting the request that the City Council schedule a public hearing of necessity to invite comment and suggestions relative to the recommendation that rates for meterless parking be increased in downtown Jackson. That material is as follows:

1. Recommendation from the Downtown Development Authority (DDA) recommending adjustments in the fees for meterless parking.
2. Recommendation from the City Manager to the DDA seeking endorsement of a parking plan and budget. The report should be considered the City Engineer's report as referenced in the City Code, Section 22-3.

Although the plan recommended by the City Manager and endorsed by the DDA calls for a five year plan for rates for the per space charge and the minimum charge, the City Code appears to suggest that each year requires a separate approval by the City Council in order to appropriately proceed with the Special Assessment roll. The per space charge is recommended to be increased from $42.00 per space to $59.00 per space. This recommendation allows for the per space fee to be returned to the same rate that it was three (3) years ago. Also, the recommendation is to increase the minimum charge from $100.00 to $150.00.

It is clear that without changes in revenue or expenses, the parking fund – 586 account is not sustainable. Given the fact that expenses have exceeded revenue over the last three years and that the city did not issue a special assessment for parking last year, changes were required to stabilize the budget for the parking
system. The Parking Plan identifies expense reductions going forward of approximately 21 percent. That reduction, in my estimation, encouraged the approval of the recommendation from the DDA to endorse the new revenue plan. The plan also identifies revenue from the 585 account that more appropriately should be applied to the 586 account.

In order to implement the change in the fine rates of parking violations, ordinance amendments are required. Consequently, assuming your agreement, I have asked the City Attorney to prepare said amendments for consideration at the February 7, 2012, City Council meeting.

LS:skh

Attachments
Memorandum

Date: January 17, 2012
To: City Council
From: Downtown Development Authority
Re: Meterless Parking Recommendation

The DDA Board met on January 12, 2012 and approved a motion, 6 votes to 1, recommending the following changes to the Meterless Parking System for the 2011-2012 Fiscal Year:

1. Increase the per space annual charge effective immediately, from $42.00 per space to $59.00 per space. Further the DDA approved an annual adjustment of $1.00 per space for the following four (4) years or a per space parking charge of $60.00 for FY 2012-2013, $61.00 for FY 2013-2014, $62.00 for FY 2014-2015, and $63.00 for FY 2015-2016. Additionally the DDA approved a recommendation to increase the minimum charge from $100.00 to $150.00 and increases to $153 for FY 2012-2013, $156 for FY 2013-2014, $159 for FY 2014-2015, and $162 for FY 2015-2016.

2. Increase the overtime parking fines from $5.00/$15.00/$25.00 for payment within two (2) hours, two to seven (7) days, and over eight (8) days to $7.00/$15.00/$30.00.

3. Increase the various non-overtime and non-handicap violations from $15.00/$25.00/$35.00 to $17.00/$34.00/$68.00.

4. Increase the fine for posted handicapped parking from $40.00/$50.00/$60.00 to $45.00/$90.00/$180.00 for violations paid within seventy-two (72) hours, thirty (30) days, or greater than thirty (30) days.

The DDA respectfully requests the City Council to consider this recommendation at their January 24, 2012 meeting.
Jackson Downtown Development Authority
Meeting of January 12, 2012
10th Floor Conference Room
8:00 AM

MEMO TO: Richard Sneary, Chairman, Board of Directors
         Members of the Board of Directors
FROM: Laurence Shaffer, City Manager
DATE: January 11, 2012
SUBJECT: Endorsement of Parking Plan and Budget Prior to City Council Consideration

Allow this memorandum to serve as my recommendation and request that the Board of Directors of the Jackson Downtown Development Authority endorse a parking plan and budget prior to the Jackson City Council consideration of the various requested actions. The motions requested are as follows:

The Jackson Downtown Development Authority (JDDA) endorses the proposed parking plan and budget and, further, the recommendation that the Jackson City Council take the following actions:

1. Increase the per space annual charge, effective immediately, from $42.00 per space to $59.00 per space. Further, the JDDA endorses the annual adjustment of a $1.00 increase per year for the following four (4) years or a per space parking charge of $60.00 for FY 2012-2013; $61.00 for FY 2013-2014; $62.00 for FY 2014-2015; $63.00 for FY 2015-2016. The JDDA further endorses the increase of the minimum charge for parking from $100.00 to $150.00, $153.00, $156.00, $159.00, and $162.00 for FY 2011/2012, FY 2012/2113, FY 2013/2014, FY 2014/2015 and FY 2015/2016 respectively.

2. Increase the overtime parking fines from $5.00/$15.00/$25.00 for payment within two hours, two hours to thirty days and over thirty days to $7.00/$15.00/$30.00.

3. Increase the various violations from $15.00/$25.00/$35.00 to $17.00/$34.00/$68.00 for obstructing traffic, parked on sidewalks, blocking any part of a driveway, within 15 feet of a hydrant, parked in or near crosswalk, parked within 30 feet of a stop sign, parked in an alley, front yard parking, no parking or standing and other.

4. Increase the fine for posted handicapped parking from $40.00/$50.00/$60.00 to $45.00/$90.00/$180.00 for violations paid within 72 hours, thirty days or greater than thirty days respectively.

Since the last meeting of the JDDA, staff working closely with Jonathan Greene, has developed a proposal that includes the following elements:

- Projected revenue has been increased for the FY 2011/2012 Fund 586, Parking Assessment Fund from $91,839.00 to $122,104.00 by increasing the parking space fees by $14,186.00 and by
moving Fund 585 proceeds of $12,950.00 into Fund 586. Fines are proportionately increased to reflect changes in fine schedule. The parking space fee proposed is equal to the parking space fee levied three years ago.

- Projected revenue has been increased for the FY 2012/2013 Fund 586 to $131,989.00 to reflect changes in fee charges.

- Expenses have been reduced for FY 2011/2012 from $150,043.00 to $134,406.00 and to $117,994.00 for FY 2012/2013 or a total one year reduction of over 21 percent.

- Parking Fund 585 will see revenue increases of $25,250.00 as a result of increasing the YMCA lot from $1.00 per day to $2.00 per day and by selling 40 parking permits per month for the old Consumer located on Pearl Street.

- A survey of fines for parking violations was conducted within the last thirty days. The fines proposed place the City of Jackson in the low to moderate range in every category.

Attached is supporting documentation that identifies the details related to the above proposals. Staff to include the City Manager, City Finance Director, Director of Public Works, Parking Manager and the City Assessor has worked diligently with Mr. Greene to develop a short term plan to reduce the operating budget as much as is reasonably possible. However, a draw will continue on the Working Capital Fund. Consequently, although this short term resolution will provide short term relief, it will not solve the issue of deficit funding permanently. We will continue to review both revenue and expenses collaboratively in order to achieve our goals of creating a supportive parking plan that functions on sound economic principles. Thank you for your consideration.

LS:skh

Attachment

cc: Jonathan Greene, Executive Director, JDDA
    Matt Heins, Police Chief
    Jon Dowling, City Engineer/Director of Public Works
    Phil Hones, Finance Director
    Bob Dietz, Parking Manager
PURPOSE - This Fund is used to account for the revenues and expenses of the City's Meterless Parking System.

CHARACTER - Revenues of this fund consist principally of parking assessments to property owners in the Central Business District. Such assessments are based on the annual operating expense of the System and include such items as the leasing of private parking lots used in the System, lot maintenance, snow removal, utilities and administrative expenses. In the event the City reverts back to a Metered Parking System this fund will be closed out and all parking operations of the City will be accounted for in the Automobile Parking System Fund (585).

AUTHORITY - This Fund was established November 1, 1984, which represents the beginning of first annual operating period covered by assessment. Continuation of the System depends on subsequent annual adoption of new assessment rolls each December 1st.

City of Jackson
Fiscal Year 2012/13 Requested Budget
Analysis of Estimated Changes in Working Capital

Fund 586 Parking Assessment Fund

<table>
<thead>
<tr>
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<td>Revenues</td>
<td>95,056</td>
<td>56,372</td>
<td>91,839</td>
<td>122,104</td>
<td>131,989</td>
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<tr>
<td>Expenses</td>
<td>208,606</td>
<td>153,710</td>
<td>150,043</td>
<td>134,406</td>
<td>117,994</td>
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<tr>
<td>Excess of Revenues Over (Under) Expenses</td>
<td>(113,550)</td>
<td>(97,338)</td>
<td>(58,204)</td>
<td>(12,302)</td>
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<td>Working Capital - Beginning of Year</td>
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<td>148,166</td>
<td>50,828</td>
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<tr>
<td>Working Capital - End of Year</td>
<td>148,166</td>
<td>50,828</td>
<td>(7,376)</td>
<td>38,526</td>
<td>52,521</td>
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City of Jackson
Fiscal Year 2012/13 Requested Budget
Expenditure Detail

**Fund 586  Parking Assessment Fund**  
**Dept 586  Parking Assessment**

<table>
<thead>
<tr>
<th></th>
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<td><strong>Personal Services:</strong></td>
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<td>586-586-000-706.000 Salaries and Wages</td>
<td>33,895</td>
<td>27,967</td>
<td>36,459</td>
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<td>586-586-000-722.000 Pension-General</td>
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<td>2,407</td>
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<td>586-586-000-724.001 Workers Compensation</td>
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<td>611</td>
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<td>422</td>
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<td>370</td>
<td>595</td>
<td>595</td>
<td>595</td>
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<td><strong>Material and Supplies:</strong></td>
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<td>586-586-000-740.000 Operating Supplies</td>
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<td>150</td>
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<td>586-586-000-782.000 Materials</td>
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<td><strong>Contractual And Other:</strong></td>
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<td>586-586-000-808.000 Audit Fees</td>
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<td>175</td>
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<td>586-586-000-818.000 Contractual Services</td>
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<td>586-586-000-920.000 Utilities</td>
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<td>4,643</td>
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<td>4,800</td>
<td>5,040</td>
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<td>3,512</td>
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<td>9,310</td>
<td>5,341</td>
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<td>586-586-000-943.000 Equip. Rental - Motor Pool</td>
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<td>586-586-000-962.000 Uncollectible Accounts</td>
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<td>586-586-000-965.101 Admin.-General Fund</td>
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<td><strong>Capital Outlay:</strong></td>
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<td>586-586-000-984.000 Software</td>
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<td>118,592</td>
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<td>54,468</td>
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<td><strong>Total Expenses</strong></td>
<td>208,606</td>
<td>153,710</td>
<td>150,043</td>
<td>134,406</td>
<td>117,994</td>
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</table>
# Fund 586  Parking Assessment Fund

<table>
<thead>
<tr>
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<tbody>
<tr>
<td>586-000-000-652.000 Parking Fines</td>
<td>29,341</td>
<td>24,937</td>
<td>25,000</td>
<td>27,225</td>
<td>33,900</td>
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<tr>
<td>586-000-000-653.000 Parking Permits (Daily $2)</td>
<td>3,313</td>
<td>1,904</td>
<td>2,500</td>
<td>2,812</td>
<td>3,750</td>
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<td>586-000-000-653.005 Parking Permits (Lots 6,7,8,14)</td>
<td>17,048</td>
<td>14,548</td>
<td>14,725</td>
<td>14,725</td>
<td>14,400</td>
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<td>586-000-000-653.006 Parking Permits (Lot 9)</td>
<td>5,475</td>
<td>6,055</td>
<td>5,350</td>
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<td>586-000-000-664.000 Interest</td>
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<td>820</td>
<td>820</td>
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<td>586-000-000-668.002 Rents and Royalties-113 LLC</td>
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<td>586-000-000-685.677 Insurance Refund - W/C</td>
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<td>586-000-000-699.895 Cont.-Special Assessment Fund</td>
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<td>36,944</td>
<td>48,222</td>
<td>49,059</td>
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<p>| Total Revenues                  | 95,056         | 56,372         | 91,839         | 122,104           | 131,989           | 0                |</p>
<table>
<thead>
<tr>
<th>Rate per need</th>
<th>Minimum Charge</th>
<th>Current Total</th>
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<tbody>
<tr>
<td>$42</td>
<td>$100</td>
<td>$34,036</td>
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**Requested by DDA**

**Proposed 5 Year Plan with 2% Increases per Year**

<table>
<thead>
<tr>
<th>City Fiscal Year (July to June)</th>
<th>Per Space Rate per need</th>
<th>Minimum Charge</th>
<th>Total Revenue</th>
<th>Increase from current proposed total</th>
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<td>2011-12</td>
<td>59</td>
<td>150</td>
<td>48,222</td>
<td>14,186</td>
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<td>2012-13</td>
<td>60</td>
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<tr>
<td>2013-14</td>
<td>61</td>
<td>156</td>
<td></td>
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<tr>
<td>2014-15</td>
<td>62</td>
<td>159</td>
<td></td>
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<tr>
<td>2015-16</td>
<td>63</td>
<td>162</td>
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</tbody>
</table>

---

- Full presentation
- cuts
- estimated replacements/repairs
- how they are incorporated into rates
- Other violations
- New
  - Permit 4060
  - 35,000
  - 8900
Parking Ticket Fine Review

The current parking violation fine schedule was adopted in 2003 when the Engineering Department became responsible for the day to day operations of the parking systems. This schedule has not been modified for a variety of reasons but a cursory review is in order.

Parking fines should be used as a deterrent for illegal behavior not as a revenue stream. With this in mind a new fine schedule is being proposed by staff to continue to modify behavior so illegal parking does not create inconvenience or safety issues for permit holders, downtown visitors and the motoring public.

As noted in the attachment fiscal 10/11 realized $23,262.50 in parking fines paid. With the recommended changes an additional $8,900 could be realized. Again these fines are not intended as a revenue stream but a deterrent for illegal behavior.
Current fine schedule

<table>
<thead>
<tr>
<th>Violation</th>
<th>If paid w/in 2 hrs</th>
<th>2 hrs to 30 days</th>
<th>31+ days</th>
</tr>
</thead>
<tbody>
<tr>
<td>Overtime parking</td>
<td>$5</td>
<td>$15</td>
<td>$25</td>
</tr>
<tr>
<td>Parking fee not paid in Lot #3, Y lot</td>
<td>$5</td>
<td>$15</td>
<td>$25</td>
</tr>
<tr>
<td>Obstructing Traffic</td>
<td>$15</td>
<td>$25</td>
<td>$35</td>
</tr>
<tr>
<td>Parked on Sidewalk</td>
<td>$15</td>
<td>$25</td>
<td>$35</td>
</tr>
<tr>
<td>Blocking any part of driveway</td>
<td>$15</td>
<td>$25</td>
<td>$35</td>
</tr>
<tr>
<td>Parked within an intersection</td>
<td>$15</td>
<td>$25</td>
<td>$35</td>
</tr>
<tr>
<td>Within 15 feet of a hydrant</td>
<td>$15</td>
<td>$25</td>
<td>$35</td>
</tr>
<tr>
<td>Parked on or within 20 feet of a crosswalk</td>
<td>$15</td>
<td>$25</td>
<td>$35</td>
</tr>
<tr>
<td>Parked within 30 feet of a stop sign</td>
<td>$15</td>
<td>$25</td>
<td>$35</td>
</tr>
<tr>
<td>Parked in an alley</td>
<td>$15</td>
<td>$25</td>
<td>$35</td>
</tr>
<tr>
<td>Front yard parking</td>
<td>$15</td>
<td>$25</td>
<td>$35</td>
</tr>
<tr>
<td>No parking or No standing</td>
<td>$15</td>
<td>$25</td>
<td>$35</td>
</tr>
<tr>
<td>Other...</td>
<td>$15</td>
<td>$25</td>
<td>$35</td>
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<tr>
<td>Posted Handicapped Parking</td>
<td>$40</td>
<td>$50</td>
<td>$60</td>
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Current fine schedule generated $23,162.50 in fiscal 10/11.

Proposed Fine schedule

<table>
<thead>
<tr>
<th>Violation</th>
<th>If paid w/in 2 hrs</th>
<th>2 hrs to 30 days</th>
<th>31+ days</th>
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</thead>
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<tr>
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<td>$7</td>
<td>$15</td>
<td>$30</td>
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<tr>
<td>Parking fee not paid in Lot #3, Y lot</td>
<td>$7</td>
<td>$15</td>
<td>$30</td>
</tr>
<tr>
<td>Obstructing Traffic</td>
<td>$17</td>
<td>$34</td>
<td>$68</td>
</tr>
<tr>
<td>Parked on Sidewalk</td>
<td>$17</td>
<td>$34</td>
<td>$68</td>
</tr>
<tr>
<td>Blocking any part of driveway</td>
<td>$17</td>
<td>$34</td>
<td>$68</td>
</tr>
<tr>
<td>Within 15 feet of a hydrant</td>
<td>$17</td>
<td>$34</td>
<td>$68</td>
</tr>
<tr>
<td>Parked on or within 20 feet of a crosswalk</td>
<td>$17</td>
<td>$34</td>
<td>$68</td>
</tr>
<tr>
<td>Parked within 30 feet of a stop sign</td>
<td>$17</td>
<td>$34</td>
<td>$68</td>
</tr>
<tr>
<td>Parked in an alley</td>
<td>$17</td>
<td>$34</td>
<td>$68</td>
</tr>
<tr>
<td>Front yard parking</td>
<td>$17</td>
<td>$34</td>
<td>$68</td>
</tr>
<tr>
<td>No parking or No standing</td>
<td>$17</td>
<td>$34</td>
<td>$68</td>
</tr>
<tr>
<td>Other...</td>
<td>$17</td>
<td>$34</td>
<td>$68</td>
</tr>
<tr>
<td>Posted Handicapped Parking</td>
<td>$45</td>
<td>$90</td>
<td>$180</td>
</tr>
</tbody>
</table>

Anticipated increase in annual revenue $8,900
Pay to park review (585)

Auto Parking System Fund (585)

The Auto Parking System includes City lots outside of the core downtown area and has one pay to park lot. This lot became a pay to park operation in September of 2004 and is located across from the YMCA between Washington Avenue and Wesley Street. The daily rate for this lot is $1.

There are several other parking lots within the area making up this fund but none of these lots generate revenue either daily or monthly. These lots were obtained in the latest Consumers development era several years ago and have remained open to the public.

In order to continue maintaining the Y lot and the other surface lots a form of revenue generation is required. In consideration of this an increase in the daily rate in the Y lot from $1 to $2 is being recommended by staff. Also being recommended is a monthly permit fee of $25 for the Hayes lot, the Library lot (across from Firestone) and the large parking area previously used by Consumers employees.

Below is an assessment of current, and projected, performance if these recommendations are accepted.

<table>
<thead>
<tr>
<th>Area</th>
<th>Current annual activity</th>
<th>Projected annual w/ increases</th>
</tr>
</thead>
<tbody>
<tr>
<td>Outlying (Old Consumers lots)</td>
<td>None</td>
<td>480 permits (40 per month)@ $25 each = $12,000</td>
</tr>
<tr>
<td>Lot #3, Y lot</td>
<td>$12,750 (average)</td>
<td>$25,500</td>
</tr>
<tr>
<td>Total</td>
<td>$12,750</td>
<td>$37,500</td>
</tr>
</tbody>
</table>
### Overtime Violation

<table>
<thead>
<tr>
<th>City</th>
<th>First Level</th>
<th>Second Level</th>
<th>Third Level</th>
<th>Fourth Level</th>
</tr>
</thead>
<tbody>
<tr>
<td>Ann Arbor</td>
<td>Next day $25.00</td>
<td>By 14th day $35.00</td>
<td>15-30 days $55.00</td>
<td>31+ days $75.00</td>
</tr>
<tr>
<td>Battle Creek</td>
<td>Within 10 days $5.00</td>
<td>11-20 days $10.00</td>
<td>20+ days $15.00</td>
<td></td>
</tr>
<tr>
<td>Grand Rapids</td>
<td>Within 10 days $20.00</td>
<td>11-90 days $40.00</td>
<td>91+ days $60.00</td>
<td></td>
</tr>
<tr>
<td>Jackson</td>
<td>Within 2 hours $5.00</td>
<td>2 hours-30 days $15.00</td>
<td>31+days $25.00</td>
<td></td>
</tr>
<tr>
<td>Kalamazoo</td>
<td>Within 6 days $10.00</td>
<td>7-13 days $20.00</td>
<td>14-30 days $30.00</td>
<td>31+ days $40.00</td>
</tr>
<tr>
<td>Lansing</td>
<td>Within 14 days $15.00</td>
<td>15-28 days $25.00</td>
<td>29+ days $35.00</td>
<td></td>
</tr>
<tr>
<td>Average</td>
<td>$13.66</td>
<td>$24.16</td>
<td>$36.66</td>
<td>$57.50</td>
</tr>
</tbody>
</table>

### No Parking Zone

<table>
<thead>
<tr>
<th>City</th>
<th>First Level</th>
<th>2-14 days $35.00</th>
<th>15-30 days $55.00</th>
<th>31+ days $75.00</th>
</tr>
</thead>
<tbody>
<tr>
<td>Ann Arbor</td>
<td>Next day $25.00</td>
<td>11-20 days $10.00</td>
<td>21+ days $15.00</td>
<td></td>
</tr>
<tr>
<td>Battle Creek</td>
<td>Within 10 days $5.00</td>
<td>11-90 days $60.00</td>
<td>91+ days $90.00</td>
<td></td>
</tr>
<tr>
<td>Grand Rapids</td>
<td>Within 10 days $30.00</td>
<td>3-30 days $15.00</td>
<td>31+ days $35.00</td>
<td></td>
</tr>
<tr>
<td>Jackson</td>
<td>Within 72 hours $15.00</td>
<td>7-13 days $20.00</td>
<td>14-30 days $30.00</td>
<td>30+ days $40.00</td>
</tr>
<tr>
<td>Kalamazoo</td>
<td>Within 6 days $10.00</td>
<td>15-28 days $30.00</td>
<td>29+ days $40.00</td>
<td></td>
</tr>
<tr>
<td>Lansing</td>
<td>Within 14 days $20.00</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Average</td>
<td>$17.50</td>
<td>$30.00</td>
<td>$44.16</td>
<td>$57.50</td>
</tr>
</tbody>
</table>
MEMO TO: Honorable Mayor and City Councilmembers
FROM: Lynn Fessel, City Clerk

MOTION: CONSIDERATION OF A RESOLUTION RECOMMENDING THE REVOCATION OF IFT CERTIFICATE NO. 2002-436 GRANTED TO MID-AMERICAN PRODUCTS, INC., 1623 WILLOWOOD AVENUE

It came to my attention through the City Assessor’s office that Mid-American Products, Inc., 1623 Wildwood Avenue, ceased doing business within the City. The appropriate action is to recommend to the State Tax Commission the revocation of their IFT Certificate No. 2002-436. Requested action is to adopt the resolution.

C: City Manager
City Assessor
RESOLUTION

BY THE CITY COUNCIL:

WHEREAS, Act 198 of 1974, as amended, provides in relevant part that the governing body of a city may recommend the revocation of an industrial facilities tax abatement where appropriate; and

WHEREAS, Mid-American Products, Inc. a business entity which possesses a certificate for such tax abatement has ceased doing business within the City; and

WHEREAS, as a consequence, it is necessary to recommend that the State Tax Commission revoke the certificate held by Mid-American Products, Inc.

NOW, THEREFORE, BE IT RESOLVED that the City Council recommends to the State Tax Commission that Certificate No. 2002-436 heretofore granted to Mid-American Products, Inc., within the City under Act 198 of 1974 be revoked.

BE IT FURTHER RESOLVED that the City Clerk is hereby directed to transmit a certified copy of this resolution to the State Tax Commission at her earliest convenience.

* * * * *

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

I, Lynn Fessel, 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 7th day of February, 2012.

IN WITNESS WHEREOF, I have hereto affixed my signature and the seal of the City of Jackson, Michigan on this 8th day of February, 2012.

_________________________________________ City Clerk
CITY COUNCIL MEETING  
February 7, 2012

TO: Honorable Mayor and City Council

FROM: Julius A. Giglio, City Attorney

RE: Parking Ordinance Amendment

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

Attached please find a proposed Parking Ordinance Amendment, which increases the fines for parking violations. The parking fines have not been changed since 2003. It is my understanding the proposed fines were recommended by the City of Jackson Downtown Development Authority. We have provided the ordinance in “track changes,” which identifies the increase for each type of parking violation.

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

JAG/dr
Enc.

cc w/enc.: Larry Shaffer, City Manager
Lynn Fessel, City Clerk
Jon Dowling, Director of Public Works/Engineering
Jonathan Greene, Director, Downtown Development Authority
ORDINANCE 2012._

An Ordinance to amend Section 25-30 of Article II of Chapter 25 of the City of Jackson Code of Ordinances to increase the penalties for parking violations.

THE PEOPLE OF THE CITY OF JACKSON ORDAIN:

Section 1. That Sections 25-30 of Article II of Chapter 25 of the Code of Ordinances, City of Jackson, Michigan, be, and the same hereby is, amended as follows:

* * * * *

Sec. 25-30. Schedule of parking fines; payment; authority to void.

(a) Fines for general parking violations.

(1) The fine for violating the overtime parking prohibitions of this chapter shall be five-seventy dollars ($57.00) if paid within two (2) hours, and fifteen dollars ($15.00) if paid over two (2) hours but less than eight (8) days, and thirty dollars ($30.00) thereafter.

(2) The fine for violating the handicapped parking restrictions of this chapter shall be forty-five dollars ($45.00) if paid within seventy-two (72) hours, and fifty-ninety dollars ($590.00) if paid over seventy-two (72) hours but less than eight (8) days, and one hundred eighty dollars ($180) thereafter.

(3) The fine for violating all other sections of the city's parking ordinance shall be fifteen-seventeen dollars ($1517.00) if paid within seventy-two (72) hours, and twenty-five dollars thirty-four dollars ($2534.00) if paid over seventy-two (72) hours but less than eight (8) days, and sixty-eight dollars ($68.00) thereafter.

(4) An additional ten dollar ($10.00) fine shall be assessed upon all parking violations not paid within thirty (30) calendar days from the date of issuance.

(b) Payment. All parking fines shall be paid in person or by mail at the City of Jackson Clerk's Office located on the first floor of the City Hall building located at 161 West Michigan Avenue, Jackson, Michigan.

(c) Authority to void. Both the city manager and the city attorney are hereby authorized to void any and all parking citations as deemed necessary; provided, further, that once a parking citation has become a district court matter, the city
attorney shall have the sole prosecutorial authority and discretion to dismiss any and all such parking citations.

Section 2. This Ordinance takes effect thirty (30) days after adoption.
MEMO TO: Honorable Mayor and City Councilmembers
FROM: Lynn Fessel, City Clerk
SUBJECT: Final Adoption of Ordinance No. 480

MOTION: FINAL ADOPTION OF ORDINANCE NO. 480
ESTABLISHING WARDS AND PRECINCTS WITHIN THE
CITY OF JACKSON, MICHIGAN, IN ACCORDANCE
WITH THE RESULTS OF THE 2010 DECENNIAL CENSUS
OF THE UNITED STATES, AND TO REPEAL
ORDINANCE 452, WHICH HAD ESTABLISHED SAID
WARDS AND PRECINCTS IN ACCORDANCE WITH THE
2000 CENSUS

Requested action is to adopt Ordinance No. 480, which was approved by the Council on January 24, 2012.

C: City Manager
ORDINANCE

An Ordinance to establish wards and precincts within the City of Jackson, Michigan, in accordance with the results of the 2010 decennial census of the United States, and to repeal Ordinance 452, which had established said wards and precincts in accordance with the 2000 census.

WHEREAS, Act 279 of the Public Acts of 1909, as last amended, also known as the Home Rule City Act, and Section 6.2 of the Charter of the City of Jackson, provides that the City Council, as governing body of this City, shall reapportion the wards of the City and establish precincts therein following the release of data after each decennial census; and

WHEREAS, upon receipt of the 2010 decennial census, City staff and the City’s Election Commission developed various apportionment plans for establishment of wards and precincts within the City of Jackson; and

WHEREAS, “Plan B” was recommended by the City Election Commission and was adopted by the City Council after conducting a public hearing on January 10, 2012; and

WHEREAS, the attached “Revised Plan B” was approved by the City Council on January 24, 2012.

NOW, THEREFORE, THE PEOPLE OF THE CITY OF JACKSON ORDAIN:

Section 1. That the City of Jackson is hereby divided into six wards and sixteen precincts; said wards and precincts shall be as described on Revised Plan B, approved January 24, 2012 (Attachment A).

Section 2. Whenever, in any of the above referenced descriptions, a street, road, boulevard, avenue or railroad right-of-way is established as a boundary line of any ward or precinct, the same shall be construed to mean the center line thereof, unless explicitly described otherwise.

Section 3. The various wards and precincts as herein established shall comprise the official apportionment plan of the City of Jackson, said plan to be filed with the City Clerk, who shall:

(a) Prepare a map of the City upon which will delineate the ward and precinct boundaries described herein; and

(b) Make copies of said map and this ordinance and make same available for inspection and acquisition (at actual cost) by all members of the public.
Section 4. Ordinance 452 is hereby repealed, and all ordinances or parts of ordinances in conflict with this Ordinance are hereby repealed to the extent of such conflict.

Section 5. The various sections and provisions of this Ordinance shall be deemed to be severable, and should any section or provision of this Ordinance be declared by any court of competent jurisdiction to be unconstitutional or invalid, the same shall not affect the validity of this Ordinance as a whole or any section or provision of this Ordinance other than the section or provision so declared to be unconstitutional or invalid.

Section 6. This Ordinance shall take effect thirty (30) days from the date of final adoption.
Attachment A

Plan B

REVISED 1/24/12

WARD ONE

Starting at the intersection of West Morrell Street and First Street, east on West Morrell Street to South Cooper Street. South on South Cooper Street to East South Street. West on East South Street to Goodrich Street. North on Goodrich Street to West Prospect Street. West on West Prospect Street to Fourth Street. North on Fourth Street to West High Street. East on West High Street to First Street. North on First Street to West Morrell Street, the place of beginning.

Ward 1 Precinct 1

Starting at the intersection of West Morrell Street and First Street, east on West Morrell Street to Maple Street. South on Maple Street to West High Street. East on West High Street to Francis Street. South on Francis Street to South Street. West on West South Street to Goodrich Street. North on Goodrich Street to West Prospect Street. West on West Prospect Street to Fourth Street. North on Fourth Street to West High Street. East on West High Street to First Street. North on First Street to West Morrell Street, the place of beginning.

Ward 1 Precinct 2

Starting at the intersection of West Morrell Street and Maple Street, east on Morrell Street to South Cooper Street. South on South Cooper Street to East South Street. West on East South Street to Francis Street. North on Francis Street to West High Street. West on West High Street to Maple Street. North on Maple Street to West Morrell Street, the place of beginning.

WARD TWO

Starting at the intersection of East Ganson Street and Waterloo Street, north on Waterloo Street to Leroy Street. East on Leroy Street to the East City Limit. South along City Limit line to East South Street. West along South City Limit and East South Street to South Cooper Street. North on South Cooper Street to Ganson Street. East on Ganson Street to Waterloo Street, the place of the beginning.

Ward 2 Precinct 1

Starting at the intersection of East Ganson Street and Waterloo Street, north Waterloo Street to Leroy Street. East on Leroy Street to the East City Limit. South along City Limit line to East Michigan Avenue. West on East Michigan Avenue to Cooper Street. North on Cooper Street to Ganson Street. East on Ganson Street to Waterloo Street, the place of the beginning.
Ward 2 Precinct 2

Starting at the intersection of Cooper and Michigan Avenue, east on East Michigan Avenue to East City Limit. South along East City Limit line to East South Street. West along South City Limit and East South Street to South Cooper Street. North on South Cooper Street to East Michigan Avenue, the place of the beginning.

WARD 3

Starting at the intersection of Lansing Avenue and North City Limit. East along North City Limit to East City Limit. South along East City Limit to Leroy Street. West on Leroy Street to Waterloo Street. South on Waterloo Street to East Ganson Street. West on East Ganson Street to North Francis Street. North on North Francis Street to Cooper Street. North on Cooper Street to North Street. West on North Street to Lansing Avenue. North on Lansing Avenue to North City Limit, the place of beginning.

Ward 3 Precinct 1

Starting at the intersection of Lansing Avenue and North City Limit. East along North City Limit to Cooper Street. South on Cooper Street to North Street. West on West North Street to Lansing Avenue. North on Lansing Avenue to North City Limit, the place of beginning.

Ward 3 Precinct 2

Starting at the intersection of Cooper Street and North City Limit. East along North City Limit to Seymour Avenue. South on Seymour Avenue to Floral Avenue. West on Floral Avenue to Fleming Avenue. South on Fleming Avenue to Blakely Avenue. West on Blakely Avenue to Allen Road. South on Allen Road to Maguire Street. West on Maguire Street to Edgewood Street. South on Edgewood Street to East North Street. West on East North Street to Ellery Avenue. South on Ellery Avenue to Leroy Street. West on Leroy Street to Waterloo Street. South on Waterloo Street to East Ganson Street. West on East Ganson Street to North Francis Street. North on North Francis Street to Cooper Street. North on Cooper Street to North City Limit, the place of beginning.

Ward 3 Precinct 3

Starting at the intersection of Seymour Avenue and North City Limit. East along North City Limit to East City Limit. South along East City Limit to Leroy Street. West on Leroy Street to Ellery Avenue. North on Ellery Avenue to East North Street. East on East North Street to Edgewood Street. North on Edgewood to Maguire Street. East on Maguire Street to Allen Road. North on Allen Road to Blakeley Avenue. East on Blakeley Avenue to Fleming Avenue. North on Fleming Avenue to Floral Avenue. East on Floral Avenue to Seymour Avenue. North on Seymour Avenue to North City Limit, the place of beginning.

WARD 4

Starting at the intersection of Lansing Avenue and North City Limit. South on Lansing Avenue to Steward Avenue. Continue South on Steward Avenue to Wildwood Avenue. West on Wildwood Avenue
to Lydia Street. South on Lydia Street to West Michigan Avenue. West on West Michigan Avenue to Fourth Street. South on Fourth Street to West Franklin Street. West on West Franklin Street to Seventh Street. South on Seventh Street to Carlton Boulevard. West on Carlton Boulevard to South Brown Street and west City Limit line. North along West City Limit to North City Limit. East along North City Limit to Lansing Avenue, the place of beginning.

Ward 4 Precinct 1

Starting at the intersection of Lansing Avenue and North City Limit. South on Lansing Avenue to Steward Avenue. Continue South on Steward Avenue to West Ganson Street. West on West Ganson Street to North West Avenue. North on North West Avenue to West North Street. West on West North Street to North Brown Street (West City Limit). North on North Brown Street and West City Limit to North City Limit. East along North City Limit to Lansing Avenue, the place of beginning.

Ward 4 Precinct 2

Starting at the intersection of West Ganson Street and Steward Avenue. South on Steward Avenue to Wildwood Avenue. West on Wildwood Avenue to Lydia Street. South on Lydia Street to West Michigan Avenue. West on West Michigan Avenue to North Wisner Street. North on North Wisner Street to Wildwood Avenue. West on Wildwood Avenue to Daniel Road. West on Daniel Road to North Brown Street and West City Limit. North along West City Limit to West North Street. East on West North Street to North West Avenue. South on North West Avenue to West Ganson Street. East on West Ganson Street to Steward Avenue, the place of beginning.

Ward 4 Precinct 3

Starting at the intersection of West Michigan Avenue and Fourth Street. South on Fourth Street to West Franklin Street. West on West Franklin Street to Seventh Street. South on Seventh Street to Carlton Boulevard. West on Carlton Boulevard to South Brown Street and West City Limit. North on South Brown Street and West City Limit to Daniel Street. East on Daniel Street to Wildwood Avenue. East on Wildwood Avenue to North Wisner Street. South on Wisner Street to West Michigan Avenue. East on West Michigan Avenue to Fourth Street, the place of beginning.

WARD 5

Starting at the intersection of West North Street and Cooper Street. South on Cooper Street to intersection of Cooper Street and North Francis Street. South on North Francis Street to Ganson Street. East on East Ganson Street to Cooper Street. South on Cooper to East Morrell Street. West on East Morrell Street to Fourth Street. North on Fourth Street to West Michigan Avenue. East on West Michigan Avenue to Lydia Street. North on Lydia to Wildwood Avenue. East on Wildwood Avenue to Steward Avenue. North on Steward Avenue to West North Street. East on West North Street to Cooper Street, the place of beginning.
Ward 5 Precinct 1

Starting at the intersection of East Franklin Street and Cooper Street. South on South Cooper Street to East Morrell Street. West on East Morrell Street to First Street. North on First Street to West Franklin Street. East on West Franklin Street to South Cooper Street, the place of beginning.

Ward 5 Precinct 2

Starting at the intersection of East Michigan Avenue and Cooper Street. South on South Cooper Street to East Franklin Street. West on East Franklin Street to First Street. South on First Street to West Morrell Street. West on West Morrell Street to Fourth Street. North on Fourth Street to West Michigan Avenue. East on West Michigan Avenue to Lydia Street. North on Lydia Street to Wildwood Avenue. East on Wildwood Avenue to Louis Glick Highway. East on Louis Glick Highway to East Michigan Avenue. East on East Michigan to South Cooper Street, the place of beginning.

Ward 5 Precinct 3

Starting at the intersection of North Street and Cooper Street. South on Cooper Street to intersection of Cooper Street and North Francis Street. South on North Francis Street to Ganson Street. East on East Ganson Street to Cooper Street. South on Cooper Street to East Michigan Avenue. West on East Michigan Avenue to Louis Glick Highway. West on Louis Glick Highway to Wildwood Avenue. West on Wildwood Avenue to Steward Avenue. North on Steward Avenue to North Street. East on North Street to Cooper Street, the place of beginning.

WARD 6

Starting at the intersection of South Brown Street (West City Limit) and Carlton Boulevard. East on Carlton Boulevard to Seventh Street. North on Seventh Street to West Franklin Street. East on West Franklin Street to Fourth Street. South on Fourth Street to West Morrell Street. East on West Morrell Street to First Street. South on First Street to West High Street. West on West High Street to Fourth Street. South on Fourth Street to West Prospect Street. East on West Prospect Street to Goodrich Street. South on Goodrich Street to West South Street. East on West South Street to South Jackson Street. South on South Jackson Street and continuing south along City Limits and the boundary of Ella Sharp Park to point of intersection with South Brown Street extended. Continue North along west line of City Limits and South Brown Street to Carlton Boulevard, the place of beginning.

Ward 6 Precinct 1

Starting at the intersection of South Brown Street and Carlton Boulevard, East on Carlton Boulevard to South West Avenue. South on South West Avenue to Briarcliff Road. West on Briarcliff Road to Dale Road. West on Dale Road to Glen Drive. North on Glen Drive to Kibby Road. Southwestly on
Kibby Road to Denton Road. West on Denton Road to South Brown Street (City Limit). North on South Brown Street to Carlton Boulevard, the place of beginning.

Ward 6 Precinct 2

Starting at the intersection of West Franklin Street and Fourth Street. South on Fourth Street to West Morrell Street. East on West Morrell to First Street. South on First Street to West High Street. West on West High Street to South West Avenue. North on South West Avenue to Carlton Boulevard. East on Carlton Boulevard to Seventh Street. North on Seventh Street to West Franklin Street. East on West Franklin Street to Fourth Street, the place of beginning.

Ward 6 Precinct 3

Starting at the intersection of West High Street and Fourth Street. South on Fourth Street to West Prospect Street. East on West Prospect Street to Goodrich Street. South on Goodrich Street to West South Street. East on West South Street to South Jackson Street. South on South Jackson Street and continuing south along City Limits and the boundary of Ella Sharp Park to point of intersection with South Brown Street extended. Continue North on South Brown Street extended to Denton Road. East on Denton Road to Kibby Road. North on Kibby Road to Glen Drive. South on Glen Drive to Dale Road. At Dale Road continue east along Dale Road to Briarcliff Drive. East on Briarcliff Road to South West Avenue. North on South West Avenue to West High Street. East on West High Street to Fourth Street, the place of beginning.
MOTION
1) Receive report and preliminary funding recommendation from Councilmember Frounfelder;
2) Approve preliminary funding recommendation.

On November 29, 2011, City Council adopted a Timetable for the 2012-2013 Community Development Block Grant (CDBG) and HOME Investment Partnerships Program (HOME). The Timetable included the February 7, 2012 City Council meeting for Council to make its preliminary allocation decisions for CDBG and HOME Program funds for fiscal year 2012-2013.

In mid-December 2011, HUD released preliminary formula allocations to allow entitlement communities such as the City of Jackson time to plan for budget reductions. On February 1, 2012, HUD published actual formula allocations which City Council should use to establish its preliminary allocations at the local level:

**CDBG**
- December 2011: $1,150,997 formula allocation (estimated) + $75,000 program income = $1,225,997
- February 2012: $1,147,952 formula allocation (actual) + $75,000 program income = $1,222,952

**HOME**
- December 2011: $259,988 formula allocation (estimated)
- February 2012: $262,391 formula allocation (actual)

As part of the City’s application process to receive CDBG and HOME funds, City Council makes preliminary funding allocations in February for much the same reason HUD releases preliminary information. It not only allows entities who applied for funding to plan accordingly, it also provides the Community Development Department with direction to complete the Annual Action Plan. In March 2012, City Council will receive a draft Action Plan which will, among other elemental requirements, delineate how the City plans to utilize its CDBG and HOME grant funds in the upcoming fiscal year, which begins July 1. The Action Plan is then made available in various locations and formats for public review and comment for a period of 30 days.

At the end of the 30 day comment period, City Council will make its final funding allocations. The Action Plan will be finalized and prepared for submission to HUD by mid-May 2012. Council should keep in mind the City’s Citizen Participation Plan places a limit on changes between the preliminary and final allocation process to no more than 10% of the grant amount between funded activities; activities may not be added or deleted at this stage, either. Doing so will trigger the requirement of writing a substantial amendment and allowing for another 30 day public comment period, which would create a significant delay (six weeks or more) in submitting the Annual Action Plan to HUD and for the City to receive its funding by July 1.
CITY COUNCIL MEETING
February 7, 2012
New Business

Termination of Intergovernmental Agreement
Parks and Recreation
City of Jackson/Jackson County

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

FROM: Laurence Shaffer, City Manager

DATE: February 2, 2012

SUBJECT: Termination of Parks and Recreation Intergovernmental Agreement – City/County

Consistent with the recommendations made by the City of Jackson, Parks and Recreation Commission and the Ella W. Sharp Park Board of Trustees at meetings conducted on February 2, 2012, allow me to recommend that the City Council adopt the following motion:

The City Council hereby authorizes the Mayor to formally notify Jackson County of its intention to terminate the Intergovernmental Agreement, dated June 23, 2010, in accordance with Paragraph 7 of said agreement, which states in part, “...the Agreement may be terminated by either party, for any reason, upon sixty (60) days written notice to the other party following formal action of the governing body...”. The date of termination shall be April 9, 2012.

On February 2, 2012, the Ella W. Sharp Board of Trustees voted 5-0 to recommend the termination of the Intergovernmental Agreement to the City Council. On the same day, the City of Jackson, Parks and Recreation Commission voted 7-0 to recommend to the City Council that the Intergovernmental Agreement be terminated. Both recommendations came after a presentation by the City Manager recommending said action. On January 18, 2012, a meeting of the joint City/County Parks and Recreation Oversight Committee heard a recommendation by the City Manager to terminate said agreement.

The Intergovernmental Agreement between the City of Jackson and Jackson County led to certain successes. Joint purchasing, equipment sharing, joint training initiatives and some collaboration on programming worked to the benefit of each participating entity. However, the dramatic imbalance between the financial commitment of the City of Jackson and Jackson County for recreation spoke to the lack of shared values for recreational services. For the FY
2011-2012, the City of Jackson funded parks and recreation activities out of the General Fund in the approximate amount of $1,382,071.00, which does not include Ella Sharp Park budget. The County budget this year is approximately $600,000.00. Comparing the effort for capital improvements, the City is committed to $400,000.00 in capital improvements and the County approximately $40,000.00. In my opinion, those efforts should be balanced if a long term merger of parks and recreation is to be successful.

The Department of Treasury recently notified the City and County that the request to fund a grant to further study collaboration and to create a plan for a more comprehensive merger was denied. There is no correlation between the action being recommended here and that grant denial. The city has been informed that all grants were funded by the Department of Treasury at 50 percent. The City/County proposal included a local match of 25 percent. Consequently, there is no relationship between the Department of Treasury turning down the grant request and the action proposed to terminate.

The City Council may wish to signal continued support of other initiatives to collaborate with Jackson County on efforts that share both benefits and expense to the mutual benefit of the citizens we serve. The City Council may also wish to signal that a continued relationship with the County to share recreation/parks equipment, participate in joint purchasing, and job training and collaboration on marketing programs is encouraged. Finally, I hope that the City Council will join me in formally acknowledging the efforts of Brandon Ransom and Kelli Hoover to make this partnership work notwithstanding the structural impediments to success. Thank you.

LS:skh

Attachments
City of Jackson
Parks and Recreation Commission
Ella Sharp Park Board of Trustees

February 2, 2012

MEMO TO: Michelle Woods, Chair; Parks and Recreation Commission
Members of the Parks and Recreation Commission

Gerald F. Rand, Chair; Ella W. Sharp Park Board of Trustees
Trustees of the Ella W. Sharp Park Board

FROM: Laurence Shaffer, City Manager

DATE: February 2, 2012

SUBJECT: City and County Agreement – Joint Parks and Recreation

Allow me to recommend that the Parks and Recreation Commission and the Ella W. Sharp Park Board of Trustees adopt the following motion:

The (Parks and Recreation Commission) (Ella W. Sharp Park Board of Trustees) recommends that the City Council terminate the intergovernmental agreement between the City and the County for parks and recreation service effective April 9, 2012.

With the goal of enhancing parks and recreation services for the citizens of the City of Jackson and the Jackson County, the City and the County entered into a two year agreement to cooperate on parks and recreation services for two years with an expiration date of June 30, 2012. A committee made up of representatives of both the city and the county has met periodically to evaluate the progress of the agreement. The agreement calls for joint management of the city and county parks and recreation departments along with the sharing of a host of administrative activities to include joint golf course management, joint purchasing, equipment sharing, joint training support, and collaboration on recreational programs. The two individuals responsible for managing the joint Parks and Recreation Department have done an excellent job, and the efforts to share the administration responsibilities have generally been successful. I appreciate and congratulate Brandon Ransom and Kelli Hoover for a job well done.

However, the imbalance that existed between the financial commitment of the city and county persists, and that imbalance speaks to a dramatic difference between the two entities in terms of vision and commitment to a countywide joint effort. The City of Jackson has a long and storied history of extensive commitment to providing its citizens deep and comprehensive program offerings. That city commitment is evidenced by the $1,300,000.00 in general fund operational support of parks and recreation as...
compared to $600,000.00 by the County for the FY 2011-2012. In the Capital Improvement Fund, the city supported parks and recreation to the amount of $400,000.00 as compared to the County of $40,000.00.

The City of Jackson Parks and Recreation Board and the Ella W. Sharp Park Board of Trustees may wish to indicate their continued wish to cooperate with Jackson County with those elements of the agreement that have been successful to include joint purchasing, equipment sharing, joint staff training, and collaboration on marketing. Also, each entity should extend its appreciation to Brandon Ransom and Kelli Hoover for a job well done.

LS:skh

Attachment
INTERGOVERNMENTAL AGREEMENT

This Agreement (the “Agreement”) made this 23rd day of June, 2010, by and between The County of Jackson, a Michigan municipal corporation, of 120 W. Michigan Ave, Jackson, Michigan 49201 (the “County”), and the City of Jackson, a Michigan municipal corporation, of 161 W. Michigan Ave., Jackson, Michigan 49201 (the “City”).

RECITALS

A. Pursuant to the Urban Cooperation Act and the Intergovernmental Transfers of Functions and Responsibilities Act, being Public Act No. 7 and No. 8, respectively, of the Public Acts of 1967, as amended, MCL 125.501 et seq., the parties may make intergovernmental agreements to provide for municipal services including the transfer of functions or responsibilities to one another upon consent of each of the political subdivisions involved; and

B. The parties desire to enter into the Agreement for the purpose of outlining the terms and conditions under which certain services will be provided to one another.

TERMS AND CONDITIONS

NOW, THEREFORE, in exchange for consideration referred to in the Agreement, the parties agree as follows:

1. Services. The following services and/or transfer of functions and responsibilities shall be provided:

   a. The Director of the Jackson County Parks (the “Parks Director”) shall also assume the role of the Director of the City of Jackson Parks and Recreation Department and shall be responsible for overseeing those areas that have been historically overseen by the Director of each of the respective departments pursuant to job descriptions to be provided by the County.

   b. The Deputy Director of the City of Jackson Parks and Recreation Department (the “Deputy Director”) shall also assume the role of deputy director of the Jackson County Parks and shall be responsible for assisting the Parks Director pursuant to a job description to be provided by the City.

   c. The Golf Professional for the City of Jackson (the “Golf Professional”) shall also assume the role of the golf professional for the County. The Golf Professional shall be responsible for overseeing the operation of
the golf courses, including miniature golf, driving ranges, and golf learning centers currently operated by the City and the County pursuant to a job description to be provided by the City.

2. **Costs.** All of the costs, including, but not limited to, compensation, federal and state payroll taxes, retirement plan contributions, health insurance, worker’s compensation insurance, unemployment taxes, vehicles, communications systems and equipment, and other general expenses associated with each of the positions (the “Costs”) shall be paid as follows:
   a. The Costs for the services of the Golf Professional and the Deputy Director shall be borne solely by the City and they each shall continue to be an employee of the City.
   b. The Costs for the services of the Parks Director shall be borne solely by the County and he or she shall continue to be an employee of the County.

3. **Property and Equipment.** Unless otherwise agreed in writing by the City and the County, all property, equipment and other assets used in conjunction with the performance of the services provided in the Agreement shall continue to be owned by the party that owned such property and equipment immediately prior to the Effective Date of the Agreement and upon termination of the Agreement, neither party shall have any claim to the property, equipment or other assets owned by the other.

4. **Effective Date.** The effective date of the Agreement shall be July 1, 2010 unless otherwise mutually agreed by the parties in writing (the “Effective Date”).

5. **Term of the Agreement.** The term of the Agreement shall commence on the Effective Date and shall continue for twenty four (24) months thereafter, unless sooner terminated as hereinafter provided.

6. **Conditions Precedent.** The validity of the Agreement shall be conditioned upon the following:
   a. The Agreement being approved by concurrent resolution of the governing body of the County and the City prior to the Effective Date.
   b. The terms and conditions of the Agreement being entered in the respective minutes of the governing bodies for the meeting approving the Agreement.
   c. A fully executed copy of the Agreement is filed with the Secretary of State for the State of Michigan, the County Clerk and the City Clerk prior to the Effective Date.

7. **Termination of Agreement.** Anything contained herein to the contrary notwithstanding, the Agreement may be terminated by either party, for any reason, upon sixty (60) days written notice to the other party following formal
action of the governing body of the terminating party authorizing the
termination of the Agreement. Upon termination of the Agreement, the terms
and conditions of the Agreement shall be null and void with the exception of
the indemnification provisions of paragraph 8 which shall survive the
termination of the Agreement. Upon termination of the Agreement by other
than the expiration of the twenty four month term, written notice of the
termination shall be provided to the County Clerk and the City Clerk.

8. **Indemnification.** To the extent not otherwise prohibited by law, each party
shall hold the other party (including for purposes of this paragraph, their
officers and employees) harmless, indemnify them for, and defend them (with
legal counsel reasonably acceptable to them) against any cause of action,
claim, damage, accident, injury or liability that may arise as a result of the
transfer of services, functions or responsibilities as contemplated in the
Agreement.

9. **Remedies.** The parties reserve all rights to pursue any matter that may be
subject to dispute by the parties in any court of competent jurisdiction or by
other available legal means.

10. **Entire Agreement.** This is the entire agreement between the parties
regarding its subject matter and it supersedes and replaces all prior and
contemporaneous agreements. It may not be amended except in writing
signed by both of the parties hereto. The headings in the Agreement are for
convenience only, and shall not be considered as a part of the Agreement but
the Recitals are an integral part of the Agreement.

11. **Governing Law.** The terms and conditions of the Agreement shall be
governed by the laws of the State of Michigan.

12. **Notices.** Any written notice required or permitted in the Agreement shall be
given by first class mail addressed to County Administrator, on behalf of the
County, and the City Manager, on behalf of the City, at the address of that
party first written above.

13. **Governmental Immunity.** Nothing in the Agreement shall be construed as a
waiver of governmental immunity or other defenses to liability of either party
or any officer or employee of either party.

14. **No Creation of Legal Entity.** The Agreement does not create a separate legal
entity, a public body corporate, or a joint venture.
15. **Federal, State or Other Grants.** Any grants from Federal, State, or other public or private sources to either the County or the City in conjunction with the services, functions or responsibilities contemplated in the Agreement shall be retained by the party receiving the grant free of any claim by the other party.

**IN WITNESS WHEREOF,** each of the parties has caused the Agreement to be executed as of the date first written above, pursuant to a resolution of its governing body.

**THE COUNTY OF JACKSON**

By: [Signature]

It's: **CHAIRMAN, BOARD OF COMMISSIONERS**

**THE CITY OF JACKSON**

By: [Signature]

It's: **MAYOR**

Prepared By:

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