Honorable Mayor and  
Members of the City Council  
City of Jackson  

Dear Mayor and City Councilmembers:  

The next regular meeting of the City Council will be held on Tuesday, December 16, 2008, at 7:00 p.m. in the City Council Chambers. The following items will appear on Tuesday’s agenda.

1. Call to Order.
2. Pledge of Allegiance – Invocation by Daniel P. Greer, 3rd Ward City Councilmember.
3. Roll Call.
4. Adoption of Agenda.
5. Presentations/Proclamations.  
   A. Presentation by the Honorable Michael J. Klaeren, District Judge, the Honorable R. Darryl Mazur, District Judge, 12th Judicial District Court, and the Honorable Chad Schmucker, Circuit Court Judge, Jackson County, Michigan, regarding specialty courts and the Mental Health Court.
   B. Presentation by Robert Cole, Chairman of the Parking Advisory Committee, regarding proposed changes to the Meterless Parking District Budget Assessment.
6. Citizen Comments. (3-Minute Limit)
7. Consent Calendar.  
   A. Approval of the minutes of the regular City Council meeting of November 18, 2008, and the Special City Council meeting of December 2, 2008.
   B. Approval of the request from St. John’s United Church of Christ to conduct the Eve on the Ave - Partnership Park 5K Run/Walk on city streets, Wednesday, December 31, 2008, beginning at 9:45 p.m. (Recommended approval received from the Police, Fire, Traffic Engineering, Public Works Departments, and the Downtown Development Authority. Proper insurance coverage received.)
   C. Approval of the following street closure requests from the Downtown Development Authority regarding the Eve on the Ave celebration on Wednesday, December 31, 2008, and Thursday, January 1, 2009:
      1. Michigan Avenue from Jackson Street to Mechanic Street, between 11:00 p.m. and 12:30 a.m.
      2. Michigan Avenue from Mechanic Street to Louis Glick Highway, and Francis Street from Cortland to Michigan Avenue, between 11:30 p.m. until 1:30 a.m. (Recommended approval received from the Police, Fire, Traffic Engineering and Public Services Departments.)
   D. Approval of the contract between the City and Night Magic, Inc., in the amount of $5,000.00, for the December 31, 2008, Eve on the Ave fireworks display, authorization for the Mayor and City Clerk to execute the contract and fireworks permit, and authorization for staff to make minor modifications to the contract, in accordance with the recommendation of the Deputy City Attorney.
   E. Approval of Traffic Control Order (TCO) Nos. 1990 and 1991 for changes in lane assignments related to the High Street reconstruction project, in accordance with the
recommendation of the City Engineer.

F. Approval of Traffic Control Order (TCO) No. 1992 reviewing the request of possibly limiting parking near the Aeroquip Credit Union on the south side of Plymouth Street from 100 feet west of State Street to State Street and from State Street to 100 feet west of Waterloo Avenue to allow customer parking, in accordance with the recommendation of the City Engineer.

G. Approval of Final Change Order No. 1 to the contract with Concord Excavating and Grading, Inc., in the increased amount of $12,331.53, for the Center Street Water Main, Sanitary Sewer, and Pavement project, and authorization for the City Manager, Director of Public Services, and City Engineer to execute the appropriate document(s), in accordance with the recommendation of the City Engineer.

H. Approval of payment of the Region 2 Planning Commission invoice, in the amount of $10,481.04 for planning services for the month of November 2008, in accordance with the recommendation of the City Manager.

I. Receipt with regret the resignation of Sean Campbell from the Jackson Transportation Authority.

J. Receipt of the City of Jackson’s summary of revenue and expenditures for four (4) months ended, October 31, 2008.


M. Establishment of January 20, 2009, at the City Council meeting as the time and place to hold a public hearing of necessity for the 2008-2009 Meterless Parking System.

N. Establishment of January 6, 2009, at the City Council meeting as the time and place to hold a public hearing for the consideration of a Brownfield Plan for 228 W. Michigan Avenue (Hayes Commons Development, LLC), as recommended by the Jackson Brownfield Redevelopment Authority (JBRA), and the Community Development Director.

8. Committee Reports.


A. Approval of the Mayor’s recommendation to reappoint Carlene M. Lefere and Charles H. Aymond to the Administrative Hearings Bureau for a two-year term each beginning January 1, 2009, and ending December 31, 2010.

B. Approval of the Mayor’s recommendation to reappoint Jeannette Woodard to the Building Code Board of Appeals for a three-year term beginning January 1, 2009, and ending December 31, 2011.

C. Approval of the Mayor’s recommendation to appoint Katherine J. Klaus and John Henegar to the Civil Service Commission filling current vacancies beginning immediately and ending August 31, 2010.

D. Approval of the Mayor’s recommendation to appoint Patrick Colligan to the City Planning Commission for a three-year term beginning January 1, 2009, and ending December 31, 2011, and to reappoint Jeanne Kubish and John Guidinger to the City Planning Commission for a three-year term each beginning January 1, 2009, and ending December 31, 2011.

E. Approval of the Mayor’s recommendation to reappoint Victor Cuiss to the Downtown Development Authority for a four-year term beginning January 1, 2009, and ending December 31, 2012.

F. Approval of the Mayor’s recommendation to reappoint Jeannette Woodard to the Historic District Commission for a three-year term beginning January 1, 2009, and ending December 31, 2011.

G. Approval of the Mayor’s recommendation in concurrence with the Human Relations Commission recommendation to appoint Joe W. Smith, Jr., to the Human Relations Commission for a three-year term beginning January 1, 2009, and ending December 31, 2011.
H. Approval of the Mayor’s recommendation to appoint Katherine J. Klaus to the Local Officer’s Compensation Commission filling a current vacancy beginning immediately and ending February 28, 2014.

I. Approval of the Mayor’s recommendation to appoint John Henegar and Gary Minix to the Telecommunications Advisory Board filling current vacancies beginning immediately and ending December 31, 2009.

J. Approval of the Mayor’s recommendation to reappoint Karen T. Dunigan and Elaine Crawford to the Zoning Board of Appeals for a three-year term each beginning January 1, 2009, and ending December 31, 2011.

10. **Public Hearings.**
   A. Public hearing to consider a request from Right Direction, LLC (The Car Company), to rezone property located at 616 N. Wisner Street from one and two-family residential (R-2) to general commercial (C-4). (City Planning Commission recommends approval.)

   1. Consideration of an ordinance amending Chapter 28, Section 28.183, City Code, rezoning the property located at 616 N. Wisner Street from R-2 to C-4.

11. **Resolutions.**
   A. Consideration of a resolution establishing City Council meeting dates for 2009.

   B. Consideration of a resolution approving the use of the Receiving Boards at elections held in the City on May 5, August 4, and November 3, 2009.

   C. Consideration of a resolution from the Liquor Control Commission regarding the request to transfer ownership of 2008 Class C licensed business with dance permit, located in escrow at 310 S. Mechanic, Jackson, from Patrick J. McDonald, Jr. to Mancino’s of Jackson, Inc., and transfer location to 1196 N. West Avenue, Jackson with a new request for official permit (food).

   D. Consideration of a resolution amending the 2008-2009 budget to reflect receipt of the Drive Michigan Safely Task Force grant, in the amount of $11,429.00.

   E. Consideration of a resolution suspending enforcement of Ordinances that would prohibit the possession and use of firearms within the City as it applies to employees and agents of Aaron’s Nuisance Animal Control during said deer harvest within Ella Sharp Park during the months of January and February 2009.

   1. Authorization for the City Manager to close Ella Sharp Park and designated streets on an as-needed basis during the dates and times the Deer Harvest occurs within the park.

   F. Consideration of a resolution to approve a Michigan Department of Transportation (MDOT) Performance Resolution related to the annual permit for trunkline right-of-way, authorization for the City Clerk to execute the resolution and authorization for the City Engineer (Street Administrator) to execute the permit, in accordance with the recommendation of the City Engineer.

   G. Consideration of resolution amending the 2008-2009 (Year 34) Community Development Block Grant (CDBG) budget, in the amount of $100,000.00, for the City Emergency Hazard Repair Program, in accordance with the recommendation of the Community Development Director.

12. **Ordinances.**
   A. Final reading of Ordinance No. 2008.13 amending Chapter 24, Article III, City Code, providing Blair Park 2005 Limited Dividend Housing Association LLC, be granted Tax Exempt status subject to a Payment In Lieu of Taxes (PILOT).

13. **Other Business.**

14. **New Business.**
   A. Consideration of the request to approve the utilization of the Oakland County Purchasing Contract with Advanced Wireless, Wixom, for a total purchase price of $110,292.00, for the purchase of 22 Panasonic ToughBook Mobile Data Computers (MDC’s), in accordance with
the recommendation of the Chief of Police.

B. Consideration of the request to approve Change Order No. 1 to the contract with Paul E. Bengal Company, in the amount of $45,476.21, bringing the total contract amount to $1,855,476.21, for Power House Piping Improvements, in accordance with the recommendation of the Director of Sewage Treatment and Facilities.

C. Consideration of the request to approve an eight (8) month extension agreement with Broadspire Services, Inc., for third party administrator of workers compensation cases in the amount of $14,373.00, in accordance with the recommendation of the Director of Personnel & Labor Relations.

D. Consideration of the request to increase the Community Development Block Grant (CDBG) Emergency Hazard Loan Income limits.

E. Consideration of the request to approve a deviation from the current Community Development Block Grant (CDBG) guidelines authorizing the City Manager to approve Emergency Hazard projects exceeding the $10,000.00 limit up to a maximum of $15,000.00 until the complete update to the rehabilitation guidelines is final.

F. Consideration of the request to approve Amendment #4 to the contract with Hamilton Anderson Associates in the amount of $163,721.00, for the Grand River Artswalk, and authorization for the City Manager and City Engineer to execute the appropriate document(s).

15. City Councilmembers’ Comments.

16. City Manager’s Comments.

17. Executive Session to discuss a legal opinion.

A. Consideration of a PILOT for Armory Arts Phase 2.

18. Adjournment.

Respectfully submitted,

William R. Ross
City Manager
18 November 2008

Re: Parking Advisory Committee

Mr. William Ross
City Manager
City of Jackson
161 W. Michigan Ave.
Jackson, MI 49201

Dear Mr. Ross:

Enclosed you will find two copies of a Report to the City Council from the Parking Advisory Committee. We would like to have the Report placed on the Council Agenda for presentation and discussion.

If appropriate, we would welcome a short study session with the council to present and answer questions.

Other items the Committee is working on and will report on at a later date include parking protocol (rolling parking) and a downtown information brochure.

Please advise as to when Report will be placed on the Council agenda. Call with any questions.

Very truly yours,

Robert F. Cole
REPORT TO JACKSON CITY COUNCIL FROM THE PARKING ADVISORY COMMITTEE

DATE: 17 NOVEMBER 2008

Below is a report of the Parking Advisory Committee (P.A.C.) containing recommended changes to the Meterless Parking District Budget Assessment process for your consideration. These recommendations are the outgrowth of several meetings with the Engineering Department, Assessors office and Mid-Town Merchants Association. I will be at the next Council Meeting to discuss this report and answer questions.

Committee recommendations include:

1. In our meeting with the Mid-Town Merchants Association we learned there was confusion related to the budget process and assessment. The P.A.C. was able to answer their questions and clarify the process.

   **Recommendation:** Refer future budgets to the P.A.C. for review, presenting to the Mid-Town Merchants Association and reporting our comments to the Council. This should occur prior to the Council’s public hearing for the assessment.

2. The current structure of the Meterless Parking District Budget tends to be confusing and leads to misalignment of budget and expenses.

   **Recommendation:** We recommend that below listed changes be made to the budget process. Attached, for your reference is the current format and a draft for proposed changes.

   a. **Expenses - Personnel:** These expenses, with the exception of Temporary Wages which cover staff costs for enforcement, covers snow removal and other seasonal maintenance work. Due to variation in snowfall these expenses vary from year to year. This could be resolved if these items were budgeted based on a five year average and the funds budgeted for lean snowfall years carry over to cover heavier snowfall years. This acknowledge adjust actual cost for five years be adjusted for inflation. The average cost for the past four years is $52,240.00. The 08/09 budget for personnel items is $80,643.00. The budget has traditionally been based on a heavy snowfall year resulting in a higher than needed assessment.

   b. **Contract Snow Removal,** line item #937 should be included in “Personnel” portion of the Budget and factored in the budget based on a five year average.
c. The Material and Supply portion of the budget includes the purchase of salt for snow and ice control for the District Parking Lots. Salt purchased should be included in “Personnel” portion of the budget and averaged over five years.

d. Over the past years, excess funds have been placed in a “Working Capital” fund. This fund, we have been advised, is being reserved for reconstruction and major repairs to the District Lots. The Committee and Mid-Town Merchants Association members concurred with building a fund for this purpose. Their concern is how the fund has been used. This past year, $103,441.20 was spent on purchase (Lot #8) and reconstruction (Lot #7). These items should have been paid for out of the Working Capital fund.

The Committee has reviewed with Engineering as to projected reconstruction and major repair to the lots in the Meterless District. Over the next 34 years this work will amount to $1,000,000.00 in today’s dollars. By funding this account line item at the rate of $21,000.00 per year will provide funds to repair and maintain the lots.

e. Business and Property Owners have expressed concern over the charging overhead expenses for City Hall, DPW and Engineering to the Meterless Parking District Budget. Their position is that they pay property taxes and income taxes as do other City residents for the operation of the City Government. They are not pleased with being charged twice.

3. Currently, assessment of property to operate the Meterless Parking District is based on six categories;

<table>
<thead>
<tr>
<th>Classification</th>
<th>Factor</th>
</tr>
</thead>
<tbody>
<tr>
<td>a. Retail</td>
<td>0.65</td>
</tr>
<tr>
<td>b. Restaurant</td>
<td>0.50</td>
</tr>
<tr>
<td>c. Business and Service</td>
<td>0.75</td>
</tr>
<tr>
<td>d. Occasional use Banquet</td>
<td>0.083</td>
</tr>
<tr>
<td>e. Churches</td>
<td>0.17</td>
</tr>
<tr>
<td>f. Theatre</td>
<td>0.3</td>
</tr>
</tbody>
</table>

There are businesses that incorporate activities that include a combination of retail, restaurant, service and banquet use. Business owners are requesting that assessments be based on space allocated to actual use.

END OF REPORT

Submitted by:

Robert F. Cole - Chair
William Holda - Vice Chair
Donna Blake - Secretary
James Shotwell
# PARKING ADVISORY COMMITTEE

## 17 NOVEMBER 2008

## RECOMMENDED RESTRUCTURING OF BUDGET

## EXPENSES

### Seasonal Maintenance:

<table>
<thead>
<tr>
<th>ACCT#</th>
<th>ITEM</th>
<th>4 YR. ACTUAL</th>
<th>CURRENT BUDGET 08/09</th>
</tr>
</thead>
<tbody>
<tr>
<td>706</td>
<td>Salaries</td>
<td>$27,271.00</td>
<td>$41,083.00</td>
</tr>
<tr>
<td>707</td>
<td>Temp. Wages</td>
<td>17,070.00</td>
<td>20,020.00</td>
</tr>
<tr>
<td>709</td>
<td>Overtime</td>
<td>1,630.00</td>
<td>3,000.00</td>
</tr>
<tr>
<td>715-725</td>
<td>Benefits</td>
<td>8,895.00</td>
<td>16,540.00</td>
</tr>
<tr>
<td>937</td>
<td>Contra. Snow Rem.</td>
<td>1,716.00</td>
<td>-</td>
</tr>
<tr>
<td>943</td>
<td>Eq. Rent Motor Pool</td>
<td>7,036.00</td>
<td>10,300.00</td>
</tr>
<tr>
<td>782</td>
<td>Materials</td>
<td>2,687.00</td>
<td>3,090.00</td>
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<tr>
<td></td>
<td>Sub Total</td>
<td>$66,305.00</td>
<td>$94,033.00</td>
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\[ \wedge = $27,728.00 \]

### Supplies:

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<tr>
<th></th>
<th>Oper. Supplies</th>
<th>$1,168.00</th>
<th>$3,090.00</th>
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<tbody>
<tr>
<td>740</td>
<td>Uniforms</td>
<td>427.00</td>
<td>1,000.00</td>
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<td></td>
<td>Sub Total</td>
<td>$1,595.00</td>
<td>$4,090.00</td>
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\[ \wedge = $2,495.00 \]

### Other Expenses:

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<tr>
<th>808</th>
<th>Audit Fee</th>
<th>$111.00</th>
<th>$103.00</th>
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<tbody>
<tr>
<td>920</td>
<td>Utilities</td>
<td>3,937.00</td>
<td>5,600.00</td>
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<tr>
<td>936</td>
<td>Minor Repairs</td>
<td>91.00</td>
<td>10,000.00</td>
</tr>
<tr>
<td>956</td>
<td>Contingencies</td>
<td>-0-</td>
<td>1,000.00</td>
</tr>
<tr>
<td>962</td>
<td>Uncol. Accounts</td>
<td>-0-</td>
<td>1,000.00</td>
</tr>
<tr>
<td>965</td>
<td>Gen. Adm. Overhead</td>
<td>18,801.00</td>
<td>20,000.00</td>
</tr>
<tr>
<td>966</td>
<td>DPW Overhead</td>
<td>2,230.00</td>
<td>15,300.00</td>
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<tr>
<td>967</td>
<td>Eng. Overhead</td>
<td>9,236.00</td>
<td>11,985.00</td>
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<td></td>
<td>Sub Total</td>
<td>$34,406.00</td>
<td>$64,988.00</td>
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\[ \wedge = $30,582.00 \]

Total $102,306.00 $163,111.00

\[ \wedge = $60,805.00 \]

Funding Reconstruction Working Capital $<21,000.00>
Budget Over Actual $39,805.00
### 07/08 Budget, 07/08 Actual and 08/09 Budget

<table>
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<tr>
<th>ACCT#</th>
<th>ITEM</th>
<th>07/08 Budget</th>
<th>07/08 Actual</th>
<th>08/09 Budget</th>
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<tr>
<td>Income</td>
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<td>Parking Permits</td>
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<td>30,572.50</td>
<td>30,625.00</td>
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<td>(1)</td>
<td>Interest on Wkg. Cap</td>
<td>13,000.00</td>
<td>16,823.50</td>
<td>10,000.00</td>
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<td>Contrab. Gen Fund</td>
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<td>20,051.44</td>
<td>20,588.00</td>
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<td></td>
<td>&quot; Pkg DeckFund</td>
<td>25,000.00</td>
<td>-0-</td>
<td>25,000.00</td>
</tr>
<tr>
<td></td>
<td>&quot; Sp. Assess.Fund</td>
<td>66,063.00</td>
<td>66,063.44</td>
<td>66,063.00</td>
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<tr>
<td></td>
<td>Motor Pool Ref.</td>
<td>148.00</td>
<td>147.50</td>
<td>-0-</td>
</tr>
<tr>
<td>Total</td>
<td></td>
<td>$193,376.00</td>
<td>$176,033.38</td>
<td>$192,276.00</td>
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</table>

**Pkg.DeckFund <25,000.00>**

$168,376.00

### Expenses

<table>
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<tr>
<th>(A)Personnel 706</th>
<th>Salaries</th>
<th>$38,000.00</th>
<th>$31,919.40</th>
<th>$41,083.00</th>
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<tr>
<td>(3) 707</td>
<td>Temp Wages</td>
<td>17,000.00</td>
<td>15,857.48</td>
<td>20,020.00</td>
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<tr>
<td>709</td>
<td>Overtime</td>
<td>5,000.00</td>
<td>2,850.17</td>
<td>3,000.00</td>
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<tr>
<td>715-725</td>
<td>Benefits</td>
<td>13,381.00</td>
<td>11,007.05</td>
<td>16,540.00</td>
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<tr>
<td>Sub Total</td>
<td></td>
<td>$73,381.00</td>
<td>$61,633.70</td>
<td>$80,643.00</td>
</tr>
</tbody>
</table>

| Mat & Sup. 740  | Oper Supplies   | $3,000.00  | $1,666.00  | $3,090.00  |
| 744            | Uniforms        | 600.00     | 419.15     | 1,000.00   |
| 782            | Materials       | 2,000.00   | 2,540.62   | 3,090.00   |
| Sub Total      |                 | $5,600.00  | $4,625.77  | $7,180.00  |

### Contra & Other

| (B) (4) 808    | Audit           | $100.00     | $100.00     | $103.00     |
| (4) 818        | Contract        | 65,000.00   | 61,217.20   | 1,540.00    |
| 920            | Utilities       | 5,100.00    | 3,185.61    | 5,600.00    |
| 936            | Pavement Repairs| 5,000.00   | -0-         | 10,000.00   |
| (A) 937        | Contr Snow Rem. | -0-         | 6,863.79    | —           |
| (D) (5) 941    | Bond Pmt.Lot #8 | 42,224.00   | 42,224.00   | 43,492.00   |
| 943            | Equ Rent Motor Pool| 10,300.00 | 11,080.23   | 10,300.00   |
| 956.001        | Contingencies   | -0-         | -0-         | 1,000.00    |
| 960            | Education       | 500.00      | 308.06      | 500.00      |
| 962            | Uncol Acct.     | -0-         | -0-         | 1,000.00    |
| (6) 965.101    | Gen Admin Overhead| 19,540.00 | 31,400.00   | 20,000.00   |
| (7) 966.000    | DPW Overhead    | 11,781.00   | 3,314.04    | 15,300.00   |
| (8) 967        | Eng. Overhead   | $10,500.00  | 12,714.50   | 11,985.00   |

Contra Exp

$170,045.00  $172,407.43  $120,820.00

Contra Exp $105,045.00 $111,190.23
CALL TO ORDER.

The Jackson City Council met in regular session in City Hall and was called to order at 7:02 p.m. by Mayor Jerry F. Ludwig.

PLEDGE OF ALLEGIANCE – INVOCATION.

The Council joined in the pledge of allegiance. Councilmember Greer gave the invocation.

ROLL CALL.


Also present: City Manager William R. Ross, City Attorney Julius A. Giglio and City Clerk Lynn Fessel.

AGENDA.

Motion was made by Councilmember Breeding and seconded by Councilmember Gaiser to delete Item 12. A. (Consideration of an ordinance amending Chapter 24, Article III, City Code, providing Blair Park 2005 Limited Dividend Housing Association LLC, be granted Tax Exempt status subject to a Payment in Lieu of Taxes PILOT.) from the agenda. The motion FAILED adoption by the following vote. Yeas: Councilmembers Breeding and Gaiser—2. Nays: Mayor Ludwig and Councilmembers Greer, Frounfelker and Polaczyk—4. Absent: Councilmember Howe—1.

Motion was made by Councilmember Polaczyk and seconded by Councilmember Greer to adopt the agenda. The motion was adopted by the following vote. Yeas: Mayor Ludwig and Councilmembers Greer, Gaiser, Frounfelker and Polaczyk—5. Nays: Councilmember Breeding—1. Absent: Councilmember Howe—1.

PRESENTATIONS/PROCLAMATIONS.

A. PRESENTATION BY JON DOWLING, CITY ENGINEER, AND STEVE DUKE, REGION 2 TRANSPORTATION PLANNER, REGARDING FEDERAL AID PROJECTS.
Region 2 Transportation Planner Steve Duke provided background on federal aid project procedures, explaining the role of the Jackson Area Comprehensive Transportation Study Committee. Their goal is to maintain and improve the transportation network for the citizens of Jackson County. The objective each year is to complete projects using all state and federal funds available to the Jackson area.

City Engineer Jon Dowling listed federal aid projects for the remaining portion of the FY 2008-2011 Transportation Improvement Plan and explained the process for putting together the funding for these projects. He asked Council if they wished to continue spending as they have been on major and local streets or is there to be a shift with more spending going to local streets.

Motion was made by Mayor Ludwig and seconded by Councilmember Greer to continue on the present course with all federal and/or state assisted projects and to direct staff to re-focus on streets with what monies are left over and to develop different strategies as far as the paving/repair of local streets. The motion was adopted by the following vote. Yeas: Mayor Ludwig and Councilmembers Breeding, Greer, Gaiser, Frounfelker and Polaczyk—6. Nays: 0. Absent: Councilmember Howe—1.

CITIZEN COMMENTS

Jeffrey Supowit, American Community Developers, spoke in support of the Ordinance providing a PILOT for the Blair Park 2005 Limited Dividend Housing Association.

Ric Walton, Chairman of The Enterprise Group, encouraged the City Council to support funding for the Enterprise Group.

Ronnie Coleman, Consumers Energy, also encouraged the City Council to support funding for the Enterprise Group. He also discussed two scheduled power outages in the downtown area, distributing a listing of addresses that will be affected.

Karen Dunigan, 1808 Broadcrest, asked the Council to fill the position of zoning officer to help the Zoning Board of Appeals/Sign Ordinance Board do its job. She also spoke in support of funding for the Enterprise Group.


Verla Custer, 814 Second, addressed the Council explaining the many services of the organization Love in the Name of Christ (Love, Inc.).

Thomas Ratchford, 615 N. East, urged the City to develop a program that teaches safety to bicyclists, walkers, skateboarders and drivers.

Kathleen Conley, 714 Elmwood, spoke in support of appointment and reappointments to the Human Relations Commission.

Randy Baker, 184 Cannes, and Margaret and Mark Riggle, 634 N. Mechanic, requested better lighting and smoother pavement on Mechanic Street north of Ganson.

CONSENT CALENDAR.
Councilmember Frounfelker requested Item J be removed for separate consideration. Motion was made by Councilmember Greer and seconded by Councilmember Polaczyk to approve the following Consent Calendar, with Item J removed for separate consideration. The motion was adopted by the following vote. Yeas: Mayor Ludwig and Councilmembers Breeding, Greer, Gaiser, Frounfelker and Polaczyk—6. Nays: 0. Absent: Councilmember Howe—1.

Consent Calendar

A. Approval of the minutes of the regular City Council meeting of October 21, 2008.
B. Approval of the request from the Kiwanis Club of Jackson to hold their 90th annual newspaper sale on City streets on Friday, December 12, 2008.
C. Approval of the request from the Downtown Jackson Christmas Parade Committee to hold the Christmas Parade on Friday, November 21, 2008, and to close the following streets from 4:45 p.m. until 8:00 p.m.:
   Michigan Avenue from Steward Avenue to Louis Glick Highway
   First Street from Washington Avenue to Wildwood Avenue
   Wildwood Avenue from Michigan Avenue to Louis Glick Highway
   Cortland Street from First Street to Francis Street
   Blackstone Street from Washington Avenue to Pearl Street
   Jackson Street from Washington Avenue to Pearl Street
   Mechanic Street from Washington Avenue to Pearl Street
   Francis Street from Washington Avenue to Michigan Avenue
   Hayes Street from Michigan Avenue to Pearl Street
   (Recommended approval received from the Police, Fire, Traffic Engineering, Public Services, Parks/Forestry Departments, and the Downtown Development Authority.)
D. Approval of the request to extend support for the funding of the City Employee Christmas Luncheon, in accordance with the recommendation of the Purchasing Agent.
E. Approval of the lease agreement between the City and Jackson Affordable Housing Corporation (JAHC) for a one-year period, with two one-year renewals, commencing on December 1, 2008, through November 30, 2009, and authorization for the Mayor and City Clerk to execute the appropriate document(s), in accordance with the recommendation of the City Attorney and the Purchasing Agent.
F. Approval of the low bid award to Wonsey Tree Services, Inc., Alma, at their lump sum bid price of $18,790.00 for the CDBG Ash Tree Removal Project, and authorization for the Mayor and City Clerk to execute the appropriate document(s), in accordance with the recommendation of the Purchasing Agent and the Superintendent of Cemeteries, Forestry, and Parks.
G. Approval of payment of the Region 2 Planning Commission invoice, in the amount of $7,827.55, for planning services for the month of October 2008, in accordance with the recommendation of the City Manager.
H. Approval of Final Change Order No. 1 to the contract with Utility Services Authority, LLC, in the decreased amount of $1,031.60, for the Michigan Avenue Sewer Rehabilitation (2008) project, and authorization for the City Manager and City Engineer to execute the appropriate document(s), in accordance with the recommendation of the City Engineer.
I. Referral of an application to the City Planning Commission from Orthopaedic Rehab Specialists, PC to rezone property located at 206 and 216 Page Avenue from R-4 to C-2.
J. Removed for separate consideration.
K. Receipt of the Community Development Block Grant (CDBG) financial report through September 2008.
L. Establishment of Community Development public hearings and approval of the timetable for the 2008-2009 Community Development Block Grant (CDBG) and HOME application process.

CONSENT CALENDAR ITEM J.


Motion was made by Councilmember Frounfelker and seconded by Councilmember Polaczyk to receive the report. The motion was adopted by the following vote. Yeas: Mayor Ludwig and Councilmembers Breeding, Greer, Gaiser, Frounfelker and Polaczyk—6. Nays: 0. Absent: Councilmember Howe—1.

COMMITTEE REPORTS.

None.

APPOINTMENTS.

A. APPROVAL OF THE MAYOR’S RECOMMENDATION TO APPOINT RYAN DOLL TO FILL A VACANCY ON THE CITY PLANNING COMMISSION BEGINNING IMMEDIATELY AND ENDING DECEMBER 31, 2010.

Motion was made by Councilmember Breeding and seconded by Councilmember Greer to ratify the appointment. The motion was adopted by the following vote. Yeas: Mayor Ludwig and Councilmembers Breeding, Greer, Gaiser, Frounfelker and Polaczyk—6. Nays: 0. Absent: Councilmember Howe—1.

B. APPROVAL OF THE MAYOR’S RECOMMENDATION TO APPOINT PAUL A. MCWALTERS TO THE BUILDING CODE BOARD OF APPEALS FILLING A CURRENT VACANCY BEGINNING IMMEDIATELY, AND ENDING OCTOBER 13, 2011.

Motion was made by Councilmember Greer and seconded by Councilmember Frounfelker to approve the recommendation. The motion was adopted by the following vote. Yeas: Mayor Ludwig and Councilmembers Greer, Gaiser, Frounfelker and Polaczyk—5. Nays: Councilmember Breeding--1. Absent: Councilmember Howe—1.


Motion was made by Councilmember Breeding and seconded by Councilmember Polaczyk to confirm the appointment and reappointments. The motion was adopted by the following vote. Yeas: Mayor Ludwig and Councilmembers Breeding, Greer, Gaiser, Frounfelker and Polaczyk—6. Nays: 0. Absent: Councilmember Howe—1.

PUBLIC HEARINGS.
RESOLUTIONS.

A. CONSIDERATION OF A RESOLUTION REGARDING THE REQUEST FROM THE JACKSON NONPROFIT SUPPORT CENTER, THAT THEY BE RECOGNIZED AS A NONPROFIT ORGANIZATION OPERATING IN THE COMMUNITY FOR THE PURPOSE OF OBTAINING CHARITABLE GAMING LICENSES.

Motion was made by Councilmember Breeding and seconded by Councilmember Frounfelker to adopt the resolution. The motion was adopted by the following vote. Yeas: Mayor Ludwig and Councilmembers Breeding, Greer, Gaiser, Frounfelker and Polaczyk—6. Nays: 0. Absent: Councilmember Howe—1.

B. CONSIDERATION OF A RESOLUTION REGARDING THE REQUEST FROM JACKSON SCHOOL OF THE ARTS, THAT THEY BE RECOGNIZED AS A NONPROFIT ORGANIZATION OPERATING IN THE COMMUNITY FOR THE PURPOSE OF OBTAINING CHARITABLE GAMING LICENSES.

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 Ludwig and Councilmembers Breeding, Greer, Gaiser, Frounfelker and Polaczyk—6. Nays: 0. Absent: Councilmember Howe—1.


Motion was made by Councilmember Frounfelker and seconded by Councilmember Polaczyk to adopt the resolution. The motion was adopted by the following vote. Yeas: Mayor Ludwig and Councilmembers Breeding, Greer, Gaiser, Frounfelker and Polaczyk—6. Nays: 0. Absent: Councilmember Howe—1.

ORDINANCES.

A. CONSIDERATION OF AN ORDINANCE AMENDING CHAPTER 24, ARTICLE III, CITY CODE, PROVIDING BLAIR PARK 2005 LIMITED DIVIDEND HOUSING ASSOCIATION LLC, BE GRANTED TAX EXEMPT STATUS SUBJECT TO A PAYMENT IN LIEU OF TAXES (PILOT).

Motion was made by Councilmember Greer and seconded by Councilmember Polaczyk to approve the ordinance and place it on the next regular City Council meeting agenda for adoption. The motion FAILED adoption by the following vote. Yeas: Councilmembers Greer and Polaczyk—2. Nays: Mayor Ludwig and Councilmembers Breeding, Gaiser and Frounfelker—4. Absent: Councilmember Howe—1.

OTHER BUSINESS.

None.
NEW BUSINESS.

A. CONSIDERATION OF THE REQUEST TO APPROVE THE BID AWARD TO FITZGIBBONS FLEET FABRICATORS, IN THE AMOUNT OF $24,525.00, FOR MODIFICATIONS TO A RECENTLY PURCHASED 2009 INTERNATIONAL TRUCK, IN ACCORDANCE WITH THE RECOMMENDATION OF THE DIRECTOR OF PUBLIC SERVICES.

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 Ludwig and Councilmembers Breeding, Greer, Gaiser, Frounfelker and Polaczyk—6. Nays: 0. Absent: Councilmember Howe—1.

B. CONSIDERATION OF THE REQUEST TO APPROVE THE BID AWARD TO TRI-COUNTY INTERNATIONAL TRUCKS, IN THE AMOUNT OF $64,539.96, FOR THE PURCHASE OF A 2009 INTERNATIONAL 5-YARD CAB AND CHASSIS TRUCK, IN ACCORDANCE WITH THE RECOMMENDATION OF THE DIRECTOR OF PUBLIC SERVICES.

Motion was made by Councilmember Frounfelker and seconded by Councilmember Greer to approve the request. The motion was adopted by the following vote. Yeas: Mayor Ludwig and Councilmembers Breeding, Greer, Gaiser, Frounfelker and Polaczyk—6. Nays: 0. Absent: Councilmember Howe—1.

C. CONSIDERATION OF THE REQUEST TO APPROVE THE BID AWARD TO AT-A-MOMENTS-NOTICE, IN THE AMOUNT OF $33,655.00, FOR THE OWNER-OCCUPIED COMMUNITY DEVELOPMENT REHABILITATION PROJECT LOCATED AT 1705 FIRST STREET, IN ACCORDANCE WITH THE RECOMMENDATION OF THE COMMUNITY DEVELOPMENT DIRECTOR.

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 Ludwig and Councilmembers Breeding, Greer, Gaiser, Frounfelker and Polaczyk—6. Nays: 0. Absent: Councilmember Howe—1.

D. CONSIDERATION OF THE REQUEST TO APPROVE THE BID AWARD TO HARRISON BUILDERS, LLC, IN THE AMOUNT OF $31,495.00, FOR THE OWNER-OCCUPIED COMMUNITY DEVELOPMENT REHABILITATION PROJECT LOCATED AT 1012 THIRD STREET, IN ACCORDANCE WITH THE RECOMMENDATION OF THE COMMUNITY DEVELOPMENT DIRECTOR.

Motion was made by Councilmember Frounfelker and seconded by Councilmember Greer to approve the request. The motion was adopted by the following vote. Yeas: Mayor Ludwig and Councilmembers Breeding, Greer, Gaiser, Frounfelker and Polaczyk—6. Nays: 0. Absent: Councilmember Howe—1.

E. CONSIDERATION OF THE REQUEST TO APPROVE THE BID AWARD TO AT-A-MOMENTS-NOTICE, IN THE AMOUNT OF $21,265.00, FOR THE OWNER-OCCUPIED COMMUNITY DEVELOPMENT REHABILITATION PROJECT
LOCATED AT 210 N. GORHAM, IN ACCORDANCE WITH THE RECOMMENDATION OF THE COMMUNITY DEVELOPMENT DIRECTOR.

Motion was made by Councilmember Polaczyk and seconded by Councilmember Frounfelker to approve the request. The motion was adopted by the following vote. Yea:s Mayor Ludwig and Councilmembers Breeding, Greer, Gaiser, Frounfelker and Polaczyk—6. Nays: 0. Absent: Councilmember Howe—1.

F. CONSIDERATION OF THE REQUEST TO APPROVE THE PROPOSED AMENDMENT, ARTICLE XVII, TO THE LOCAL DEVELOPMENT FINANCING AUTHORITY (LDFA) BYLAWS, IN ACCORDANCE WITH THE RECOMMENDATION OF THE JBRA BOARD AND THE COMMUNITY DEVELOPMENT DIRECTOR.

Motion was made by Councilmember Greer and seconded by Councilmember Frounfelker to approve the request. The motion was adopted by the following vote. Yea:s Mayor Ludwig and Councilmembers Greer, Gaiser, Frounfelker and Polaczyk—5. Nays: Councilmember Breeding--1. Absent: Councilmember Howe—1.

G. CONSIDERATION OF THE REQUEST TO APPROVE THE PROPOSED AMENDMENT, ARTICLE XVII, TO THE JACKSON BROWNFIELD REDEVELOPMENT FINANCING AUTHORITY (JBRA) BYLAWS, IN ACCORDANCE WITH THE RECOMMENDATION OF THE JBRA BOARD AND THE COMMUNITY DEVELOPMENT DIRECTOR.

Motion was made by Councilmember Greer and seconded by Councilmember Frounfelker to approve the request. The motion was adopted by the following vote. Yea:s Mayor Ludwig and Councilmembers Greer, Gaiser, Frounfelker and Polaczyk—5. Nays: Councilmember Breeding--1. Absent: Councilmember Howe—1.

H. CONSIDERATION OF AN APPLICATION TO THE MICHIGAN DEPARTMENT OF TRANSPORTATION FOR A PHASE 2 STUDY REGARDING THE PROPOSED INTERMODAL TRANSPORTATION CENTER.

Motion was made by Councilmember Frounfelker and seconded by Councilmember Polaczyk to grant permission to the City Manager to forward a letter to MDOT requesting $50,000 to complete the study on the reuse of the train station. The motion was adopted by the following vote. Yea:s Mayor Ludwig and Councilmembers Breeding, Greer, Gaiser, Frounfelker and Polaczyk—6. Nays: 0. Absent: Councilmember Howe—1.

I. CONSIDERATION OF FUNDING TO THE ENTERPRISE GROUP FOR ECONOMIC DEVELOPMENT IN THE CITY OF JACKSON.

Motion was made by Councilmember Polaczyk and seconded by Councilmember Greer to approve the funding to the Enterprise Group.

Motion was made by Councilmember Greer and seconded by Councilmember Polaczyk to amend the motion that the initial payment of $50,000 be divided between the utility funds and if and when the next $50,000 is going to be paid, give Council a better explanation of where the funds are coming from before they are paid. The amendment was adopted by the

The main motion, as amended, was voted on and adopted by the following vote. Yeas: Mayor Ludwig and Councilmembers Greer, Gaiser, Frounfelker and Polaczyk—5. Nays: Councilmember Breeding—1. Absent: Councilmember Howe—1.

J. CONSIDERATION OF THE REQUEST TO WAIVE THE CITY PURCHASING RULES FOR THE DISPOSAL OF SURPLUS PROPERTY.

Motion was made by Councilmember Polaczyk and seconded by Mayor Ludwig to approve the request. The motion was adopted by the following vote. Yeas: Mayor Ludwig and Councilmembers Breeding, Greer, Gaiser, Frounfelker and Polaczyk—6. Nays: 0. Absent: Councilmember Howe—1.

K. CONSIDERATION OF THE REQUEST TO WAIVE THE REQUIREMENT FOR THE COMMUNITY DEVELOPMENT BLOCK GRANT (CDBG) REHABILITATION LOAN FOR PROPERTY LOCATED AT 940 CHITTOCK.

Motion was made by Councilmember Polaczyk and seconded by Councilmember Greer to approve the request. The motion was adopted by the following vote. Yeas: Mayor Ludwig and Councilmembers Breeding, Greer, Gaiser, Frounfelker and Polaczyk—6. Nays: 0. Absent: Councilmember Howe—1.

CITY COUNCILMEMBERS’ COMMENTS.

Motion was made by Councilmember Greer and seconded by Councilmember Polaczyk to approve an ordinance and place it on the next regular City Council meeting agenda for adoption, approving a PILOT under the terms presented in the application, with the exception that the term be for fifteen years, for Blair Park 2005 Limited Dividend Housing Association LLC. The motion was adopted by the following vote. Yeas: Mayor Ludwig and Councilmembers Greer, Frounfelker and Polaczyk—4. Nays: Councilmembers Breeding and Gaiser—2. Absent: Councilmember Howe—1.

Councilmember Greer requested an update on the Grand River ArtWalk, asking if the City was going to let this “go away,” which he is not in favor of. The City Manager stated they will not let this “go away” and explained the new route they are working on. He also remarked that he submitted a request six weeks ago for streetlighting on Mechanic Street and asked when installation might occur.

Councilmember Gaiser inquired if the City has a bicycle safety program. Police Chief Heins responded they do not have a specific program, but safety issues are addressed by school officers and by the Police Department when bicycles are brought in for licensing. He also noted he was encouraged by the two memos from the City Manager on zoning language for “alternative family” and perhaps we can make some changes to our Zoning Ordinance.

Councilmember Polaczyk wished everyone a happy, healthy and safe Thanksgiving holiday.

CITY MANAGER’S COMMENTS.

Mr. Ross announced that he has been working with a local businessperson who is interested in the Incubator and may even want to purchase the building.
ADJOURNMENT.

No further business being presented, a motion was made by Councilmember Greer and seconded by Councilmember Polaczyk to adjourn the meeting. The motion was adopted by unanimous voice vote and the meeting adjourned at 9:17 p.m.

Lynn Fessel
City Clerk
CALL TO ORDER.

The Jackson City Council met in special session in City Hall and was called to order at 6:01 p.m. by Mayor Jerry F. Ludwig.

ROLL CALL.


Also Present: City Attorney Julius A. Giglio and City Clerk Lynn Fessel.

AGENDA.

Motion was made by Councilmember Greer and seconded by Councilmember Polaczyk to adopt the agenda. The motion was adopted by the following vote. Yeas: Mayor Ludwig and Councilmembers Breeding, Howe, Greer, Gaiser, Frounfelker and Polaczyk—7. Nays: 0. Absent: 0.

EXECUTIVE SESSION TO DISCUSS LABOR NEGOTIATIONS.

Motion was made by Councilmember Greer and seconded by Councilmember Howe to go into closed executive session. The motion was adopted by the following vote. Yeas: Mayor Ludwig and Councilmembers Breeding, Howe, Greer, Gaiser, Frounfelker and Polaczyk—7. Nays: 0. Absent: 0.

RETURN TO OPEN SESSION.

Motion was made by Councilmember Greer and seconded by Councilmember Polaczyk to return to open session. The motion was adopted by the following vote. Yeas: Mayor Ludwig and Councilmembers Breeding, Howe, Greer, Gaiser, Frounfelker and Polaczyk—7. Nays: 0. Absent: 0.

CONSIDERATION OF THE REQUEST TO RATIFY THE POLC NON-SUPERVISORY UNIT LABOR AGREEMENT
Motion was made by Councilmember Polaczyk and seconded by Councilmember Greer to approve the request. The motion was adopted by the following vote. Yeas: Mayor Ludwig and Councilmembers Breeding, Howe, Greer, Gaiser, Frounfelker and Polaczyk—7. Nays: 0. Absent: 0.

**ADJOURNMENT.**

No further business being presented, a motion was made by Councilmember Greer and seconded by Councilmember Gaiser to adjourn the meeting. The motion was adopted by unanimous voice vote and the meeting adjourned at 6:14 p.m.

Lynn Fessel  
City Clerk
December 10, 2008

TO: William R. Ross, City Manager

FROM: Angela Arnold, Deputy City Clerk

RE: EVE ON THE AVE – PARTNERSHIP RUN/WALK

St. John’s United Church of Christ in conjunction with the Partnership Park is requesting approval of their request to hold the Eve on the Ave – Partnership Park 5K Run/Walk, with police assistance on December 31, 2008, beginning at 9:45 p.m.

Recommended approvals have been received from the Police, Fire, Traffic Engineering, Public Services Departments, and the Downtown Development Authority. Proper insurance coverage has been received.

Please place this request on the Council December 16th consent calendar for their consideration.

Thank you.

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

Date Received By Clerk’s Office: 11/20/08 Time: 9 Am By: A. Arnold

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

Sponsoring Organization’s Legal Name: ST. JOHN’S UNITED CHURCH OF CHRIST
Organization Address: 801 S. Mechanic St. Jackson, MI 49203
Organization Agent: Say Cummings Title: Minister
Phone: Work 517-788-7580 Home 517-788-2787 During event 517-392-0209
Agent’s Address: 209 East Biddle St. Jackson, MI 49203
Agent’s E-Mail Address: unitedchurch@jactown1.com
Event Name: Eve on the Ave Partnership Park 5K Run/Walk
Please give a brief description of the proposed special event: A 5K (3.1 mile) Run/Walk in conjunction with “Eve on the Ave” with Downtown Development Authority. Start and finish at St. John’s United Church at 10:00 pm
Event Day(s) & Date(s): Dec. 31, 2008 Event Time(s): 10:00 - 11:00 P.M.
Set-Up Date & Time: Dec. 31, 2008, 7:45 Tear-Down Date & Time: Dec. 31, 2008, 11:00 A.M.
Event Location: 801 S. Mechanic St. Downtown Jackson Map attached

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

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: Dec 31 9:45 through Date/ Time: Dec 31, 11:00 pm.

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

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

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

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

ATTENDANCE: What is the expected (estimated) attendance for this event? 75 - 100

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.)
Police assistance for traffic control @ the corner of Mechanic & Washington

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

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

Date Signature of Sponsoring Organization’s Agent

RETURN THIS APPLICATION at least thirty (30) days before the first day of the event to:
CITY CLERK’S OFFICE - ATTN: ANGELA ARNOLD
161 W. MICHIGAN AVENUE - JACKSON, MI 49201
Event Title: Eve on the Ave – Partnership Run/Walk – December 31, 2008

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 responsibility of their department has been met.

Police Dept: C. Simpson
Recommend Approval: YES NO Est. Economic Impact: $300.00

Fire Dept.: L. Bosell
Recommend Approval: YES NO Est. Economic Impact: $ -0-

Traffic Eng.: R. Dietz
Recommend Approval: YES NO Est. Economic Impact: $ -0-

Public Serv. Dept.: G. Chinavare
Recommend Approval: YES NO Est. Economic Impact: $ -0-

Parks/Forestry: N/A
Recommend Approval: YES NO Est. Economic Impact: $ -0-

DDA: M. Way
Recommend Approval: YES NO Est. Economic Impact: $ -0-

Have businesses been notified for street closures?: YES NO

Reason for disapproval:

________________________________________

Any special requirements/conditions:

________________________________________

________________________________________

Insurance/Indemnification Received: 12/10/2008 Insurance Approved: 12/10/2008

City Council Approved: Denied: Approval/Denial Mailed:
December 9, 2008

TO: William R. Ross, City Manager

FROM: Angela Arnold, Deputy City Clerk

RE: DOWNTOWN DEVELOPMENT AUTHORITY - EVE ON THE AVE

The Downtown Development Authority is requesting the following street closures to hold the Eve on the Ave celebration on Wednesday, December 31, 2008 and Thursday, January 1, 2009:

- Michigan Avenue from Jackson Street to Mechanic Street from 11:00 p.m. to 12:30 a.m.
- Michigan Avenue from Louis Glick Hwy. to Mechanic Street from 11:30 p.m. until 1:30 a.m.
- Francis Street from Cortland to Michigan Avenue from 11:30 p.m. until 1:30 a.m.

Recommended approvals have been received from the Police, Fire, Traffic Engineering and Public Services Departments.

Please place this request on the Council December 16th consent calendar for their consideration.

Thank you.

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

Sponsoring Organization's Legal Name: Downtown Development Authority

Organization Address: 161 W. Michigan Ave.

Organization Agent: Jill Yehl
Title: Downtown Projects Manager
Phone: Work 768-6410 Home During event
Agent's Address: 161 W. Michigan Ave. Jackson, MI 49201
Agent's E-Mail Address: jyehl@cityofjackson.org

Event Name: Eve on the Ave

Please give a brief description of the proposed special event: Eve on the Ave is a free, family-oriented New Year's Eve street party packed with DJ music, giveaways and a countdown to midnight complete with a New York City-style ball drop and a spectacular fireworks display!

Event Day(s) & Date(s): Monday, December 31st & Tuesday, January 1st Event Time(s): 11:00 pm-12:30 am

Set-Up Date & Time: 10:30 pm Tear-Down Date & Time: 1:00 am

Event Location: Throughout Downtown

**ANNUAL EVENT:** Is this event expected to occur next year? **YES** **NO** How many years has this event occurred? **8**

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

**STREET CLOSURES:** Start Date/ Time: Monday, December 31st 11 pm through Date/ Time: Tuesday, January 1st 1:30 am

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

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

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

---

**Please sign below:**

________________________

**Name:**

________________________

**City Clerk:**

________________________

**Date:**

---
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? 5,000

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? 2
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.)
See attachment for street closures. Use of City’s bandstand. Placement and removal of snow fence/ barrells for fireworks area.

INSURANCE: All sponsors of special events must carry liability insurance with coverage of at least $500,000. An event sponsor must provide a valid certificate of insurance naming the City of Jackson as an additional insured party on the policy. A sponsor of a Low Hazard event may request that City Council waive the insurance requirement and execute a Hold Harmless and Indemnification Agreement. This event qualifies consideration for Low Hazard because:
Covered under City’s insurance.

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

11-19-08
Date

Signature of Sponsoring Organization’s Agent

RETURN THIS APPLICATION at least thirty (30) days before the first day of the event to:
CITY CLERK’S OFFICE - ATTN: ANGELA ARNOLD
161 W. MICHIGAN AVENUE - JACKSON, MI 49201
Eve on the Ave:  
Monday, December 31st 11 pm until  
Tuesday, January 1st 12:30 am  
Ball Drop/DJ Site

Monday, December 31st 11:30 pm until  
Tuesday, January 1st 1:30 am  
Tuesday, January 1st 1:30 am  
Fireworks Site

Planned Entertainment:  DJ 11 pm-12:30 am
Event Title: **Eve on the Ave** - **December 31, 2008/January 1, 2009**

**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 responsibility of their department has been met.

- **Police Dept.:** C. Simpson  
  Recommend Approval: **YES** NO  
  Est. Economic Impact: $750.00

- **Fire Dept.:** L. Bosell  
  Recommend Approval: **YES** NO  
  Est. Economic Impact: $-0-

- **Traffic Eng.:** R. Dietz  
  Recommend Approval: **YES** NO  
  Est. Economic Impact: $316.09

- **Public Serv. Dept.:** G. Chinavare  
  Recommend Approval: **YES** NO  
  Est. Economic Impact: $1,000.00

- **Parks/Forestry:** N/A  
  Recommend Approval: **YES** NO  
  Est. Economic Impact: $-0-

- **DDA:** M. Way  
  Recommend Approval: **YES** NO  
  Est. Economic Impact: $-0-

Have businesses been notified for street closures?: **YES** **NO**

Reason for disapproval: ____________________________________________

Any special requirements/conditions:

_________________________________________________________________

_________________________________________________________________

Insurance/Indemnification Received: **City Insured**  
Insurace Approved: __________________________

City Council Approved: ___________  
Denied: ___________  
Approval/Denial Mailed: __________________________
TO: Mayor and City Councilmembers  
FROM: Susan G. Murphy, Deputy City Attorney  
RE: Eve on the Ave 2008  
DATE: December 8, 2008  

Attached is the contract for Eve on the Ave. This year’s contract is for $5,000.00. As with last year, this contract provides a signature line for the DDA, who pays this contractual amount out of the DDA budget.

This item should be placed on the December 16, 2008 agenda for City Council action to approve the contract with Night Magic, Inc., authorize the Mayor and City Clerk to execute the contract with Night Magic, Inc. and the permit, and to authorize staff to make minor modifications to the contract (if necessary).

cc: Downtown Development Authority  
Julius A. Giglio, City Attorney  
William R. Ross, City Manager
AGREEMENT

The City of Jackson, Michigan and the Jackson Downtown Development Authority (DDA) (collectively Buyers) and Night Magic, Inc., (Seller) by the respective authorized agents enter this Agreement and agree as follows:

1. SALE OF GOODS:
   a. The Seller sells to the Buyers certain Fireworks Display(s) in accordance with the program (Bid or Proposal) attached hereto and incorporated herein. The Display will be given on the evening of December 31, 2008 and continuing into January 1, 2009, weather permitting.

   b. The City of Jackson Fire Chief, Larry Bosell and Roger Bonney of Night Magic, Inc. are authorized to cancel the Fireworks Display due to inclement weather, it being understood that should inclement weather prevent the giving of any Display on the date mentioned herein, it would be given at 6:00 p.m. on January 1, 2009.

   c. The City of Jackson Fire Chief, Larry Bosell and Roger Bonney of Night Magic, Inc. may also agree to cancel the Fireworks Display due to other unsafe conditions, including but no limited to equipment problems.

   d. If prevented on January 1, 2009, it will be given on January 3, 2009. If the Display is prevented on January 3, 2009, it will be given on the next agreed upon date in 2009 (June 28, July 3, July 4, July 5, and December 31, 2009 are excluded dates). The City of Jackson may choose to cancel this Agreement if the Display is not shot on December 31, 2008 or January 1, 2009. The cost due to Night Magic, Inc. for cancellation is $2,500.00 unless such cancellation is due to equipment problems.

2. PURCHASE PRICE and PAYMENT: The DDA will pay Seller the purchase price of $5,000.00 for the display on behalf of the Buyers. Payment will be made as follows:

   a. $2,500.00 to be paid 10 days after display is shot. A finance charge of one and one half percent per month will be assessed on all accounts overdue.

   b. The Buyers shall retain the balance of $2,500.00 from the total amount of $5,000.00 as "retained amount". Buyers may use the retained amount for incidental medical expenses incurred for first aid administered to others at the time of any accident or bodily injury, which arises out of, or results from the Fireworks Display shoot. The Buyers may hold said retained amount for up to 45 days after the Fireworks Display shoot. Buyer has the sole discretion as to incidental medical expenses that will be satisfied from the retained amount. This provision is neither intended to limit nor reduce the liability of Seller, in any way whatsoever, for any accident or injury that may occur as a result of the Fireworks Display shoot, nor is the provision intended to reduce or limit the insurance coverage that Seller is providing for the Fireworks Display shoot.

3. WARRANTIES: The Seller warrants that the Displays and their contents are in conformity with the specifications set forth in the Bid or Proposal. No other representations or warranties have been made by the Seller or relied upon by the Buyers. This warranty is expressly in lieu of any and all warranties expressed or implied.

4. SAFETY PROTECTION:

   a. The Buyers will provide the following:

      i. Sufficient area for the Displays in accordance with the N.F.P.A. code of distances.
      ii. Adequate police protection to prevent spectators from entering the Display Area.
      iii. Protection of the Display Area by roping off or similar facility.
      iv. Fire Department personnel at Display subject to call for fire or other emergencies. In the event of fire or emergency, Fire Department personnel may be dispatched to the site of the emergency.

   b. The Seller will provide the following:

      i. Personnel to conduct inspection of fallout area, at the conclusion of the event and the next morning after daylight, for unexploded shells or live components before public are allowed access.
      ii. Personnel to secure any unfired electrically or manually ignited shells.
5. PERSONNEL: Seller will furnish Pyrotechnicians for the Fireworks Display. This includes labor for setup, firing, and tearing down of Display. Pyrotechnicians will be at least 21 years old and have at least 5 prior Display experiences. Any assistants will be at least 16 years old.

6. INSURANCE: Seller shall purchase insurance for the benefit of Seller and Buyers in the amount of $5,000,000.00 for each Display. Such insurance shall cover property damages and personal injury, including death, resulting from any aspect of this Agreement. Seller shall list the City of Jackson and the City of Jackson Downtown Development Authority as additional insureds on the insurance policy. The dates of coverage shall be December 31, 2008 and January 1, 2009 or any subsequent date the event is held.

7. INDEMNIFICATION: To the fullest extent permitted by law, Seller shall indemnify and hold harmless Buyers (City of Jackson and the City of Jackson Downtown Development Authority) and their respective officers, directors, employees and agents from and against all liabilities, claims, cost, losses, actions, and damages (including but not limited to all fees and charges of attorneys and other professionals and all court or arbitration or other dispute resolution costs) caused by, arising out of or resulting from the Fireworks Display, provided that any such liability, claim, cost loss, action, or damage (i) is attributable to bodily injury, sickness, disease or death, or the injury to or destruction of tangible property, including the loss of use therefrom, and (ii) is caused in whole or in part by any negligent act, error, or omission of Seller, any Subcontractor, any Supplier, any person or organization directly or indirectly employed by any of them to perform or furnish the Fireworks Display or anyone for whose acts any of them may be liable, regardless of whether or not caused in part by any negligence, error, act, or omission of a person or entity indemnified hereunder or whether liability is imposed upon such indemnified party by Laws and Regulations regardless of the negligence of any such person or entity. Provided, however, this provision does not indemnify for the sole negligence of the City of Jackson.

8. BENEFIT: This Agreement is binding upon and inures to the benefit of the parties, their successors, and assigns.

9. GOVERNING LAW: Michigan law governs this agreement.

10. NEGOTIATED: This Agreement is a result of negotiations between the parties, and accordingly, it will not be construed against either party in a dispute or litigation arising out of the Agreement.

11. CONTINGENCY: The Agreement is contingent upon approval and authorization by the Jackson City Council. The Agreement will be submitted to the Jackson City Council on or before December 31, 2008. Buyers will notify Seller of the Council’s action.

\[ \text{IN WITNESS, WHEREOF THE PARTIES HERETO HAVE EXECUTED THIS AGREEMENT THIS } \text{\underline{\hspace{5cm}}} \text{\underline{2008}.} \]

\text{DAY OF \underline{\hspace{5cm}}. 2008.}

\text{NIGHT MAGIC, INC.}

By: \underline{\hspace{5cm}}
Richard B. Wilson

By: \underline{\hspace{5cm}}
Jerry Ludwig, Mayor

By: \underline{\hspace{5cm}}
Lynn Fessel, City Clerk

By: \underline{\hspace{5cm}}
Michael Way, Chairman of the Board
Downtown Development Authority

Approved as to Form & Content

By: \underline{\hspace{5cm}}
Susan G. Murphy
Deputy City Attorney
# APPLICATION FOR FIREWORKS DISPLAY PERMIT

<table>
<thead>
<tr>
<th>Name of Applicant</th>
<th>Address</th>
<th>Age (18 or over)</th>
</tr>
</thead>
<tbody>
<tr>
<td>City of Jackson, DDA, Eve On the Ave</td>
<td>161 W. Michigan Ave. Jackson, MI</td>
<td></td>
</tr>
<tr>
<td>If a Corporation, Name of President</td>
<td>same</td>
<td></td>
</tr>
<tr>
<td>Michael Way, Chairman of the Board</td>
<td>Address</td>
<td></td>
</tr>
<tr>
<td>If a Non-resident Applicant, Name of Mi Attorney or Resident Agent</td>
<td>Address</td>
<td></td>
</tr>
<tr>
<td>Name of Pyrotechnic Operator</td>
<td>Night Magic Displays // Roger L Bonney</td>
<td>212 First St. Olivet, MI 49076</td>
</tr>
<tr>
<td>No. Years Experience</td>
<td>33</td>
<td>No. Displays over 200</td>
</tr>
<tr>
<td>Name of Assistant:</td>
<td>Chris Lee</td>
<td>1250 Levant St. Jackson, MI 49203</td>
</tr>
<tr>
<td>Name of Other Assistant:</td>
<td>Ed Bonney</td>
<td>446 Bates St. Jackson, MI 49202</td>
</tr>
<tr>
<td>Exact Location of Proposed Display</td>
<td>Francis St. at Michigan Ave.</td>
<td>Jackson, MI</td>
</tr>
<tr>
<td>Date of Proposed Display</td>
<td>December 31, 2008</td>
<td>Time of Proposed Display</td>
</tr>
<tr>
<td>No. of Fireworks</td>
<td>Kind of Fireworks to be Displayed</td>
<td></td>
</tr>
<tr>
<td>12</td>
<td>2 1/2&quot; Aerial Shells</td>
<td></td>
</tr>
<tr>
<td>382</td>
<td>3&quot; Aerial Shells</td>
<td></td>
</tr>
</tbody>
</table>

Manner & Place of Storage Prior to Display (Subject to Approval of Local Fire Authorities) Delivered to site day of show.

Amount of Bond or Insurance (to be set by local govt') $ 5,000,000

Name of Bonding Corporation or Insurance Company Britton-Gallagher & Assoc. (Lexington, Granite State, Arch Specialty)

Address of Bonding Corporation or Insurance Company 6240 SOM Center Rd. Cleveland, OH 44139-2985

Signature of Applicant

SEE OTHER SIDE FOR INSTRUCTIONS

*Other Night Magic Personnel may act as operators and assistants throughout the season.

Night Magic Displays
P.O. Box 778
New Carlisle, IN 45552

Authority: 1968 PA 358 Compliance: Voluntary but a permit will not be issued without an application.
PERMIT
FOR FIREWORKS DISPLAY

This permit is not transferable. Possession of this permit authorizes the herein named person to possess, transport and display fireworks in the amounts, for the purpose of and at the place listed below only.

[x] PUBLIC DISPLAY  □ AGRICULTURAL PEST CONTROL

<table>
<thead>
<tr>
<th>Issued to</th>
<th>Night Magic Displays // Roger L Bonney</th>
<th>Age (8 or over)</th>
<th>68</th>
</tr>
</thead>
<tbody>
<tr>
<td>Address</td>
<td>212 First St. Olivet, MI 49076</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Name of Organization, Group, Firm or Corporation</td>
<td>City of Jackson, DDA, Eve On the Ave</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Address</td>
<td>161 W. Michigan Ave. Jackson, MI</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Number and Types of Fireworks</td>
<td>12 2 1/2&quot; Aerial Shells</td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td>382 3&quot; Aerial Shells</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

Exact Location of Display
Francis St. at Michigan Ave.

City, Village, Township | Jackson, MI | Date | December 31, 2008 | Time | Midnight | Bond or Insurance Filed? | [x] Yes | □ No |
<table>
<thead>
<tr>
<th></th>
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<th></th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td>Amount</td>
<td>$5,000,000</td>
<td></td>
</tr>
</tbody>
</table>

Issued by action of the □ council  □ commission  □ board of the 
□ city  □ village  □ township of ____________________________ (Name of City, Village, Township)
on the _______________ day of ___________________________ 20 ________

(Signature and Title of Council/Commission/Board Representative)

AUTHORITY: 1968 PA 358
COMPLIANCE: Required
PENALTY: Misdemeanor
**ACORD** CERTIFICATE OF LIABILITY INSURANCE

**PRODUCER**
Phone: 440-248-4711  Fax: 440-248-5406
Britton-Gallagher and Associates, Inc.
6240 SOM Center Rd.
Cleveland OH 44139

**INSURED**
Night Magic Displays
P.O. Box 294
Kingsbury IN 46345

**DATE (MM/DD/YYYY)**
12/2/2008

**INSURERS AFFORDING COVERAGE**

<table>
<thead>
<tr>
<th>INSURER</th>
<th>NAIC #</th>
</tr>
</thead>
<tbody>
<tr>
<td>Lexington Insurance Co</td>
<td></td>
</tr>
<tr>
<td>Granite State Insurance Co</td>
<td></td>
</tr>
<tr>
<td>Arch Specialty Ins Co</td>
<td></td>
</tr>
<tr>
<td>Liberty Mutual Insurance Co</td>
<td>25035</td>
</tr>
</tbody>
</table>

**COVERAGES**

The policies of insurance listed below have been issued to the insured named above for the policy period indicated. Notwithstanding any requirement, term or condition of any contract or other document with respect to which this certificate may be issued or may pertain, the insurance afforded by the policies described herein is subject to all the terms, exclusions and conditions of such policies. Aggregate limits shown may have been reduced by paid claims.

<table>
<thead>
<tr>
<th>INDR AD/</th>
<th>LTR/INSN</th>
<th>TYPE OF INSURANCE</th>
<th>POLICY NUMBER</th>
<th>POLICY EFFECTIVE DATE (MM/DD/YYYY)</th>
<th>POLICY EXPIRATION DATE (MM/DD/YYYY)</th>
<th>LIMITS</th>
</tr>
</thead>
<tbody>
<tr>
<td>A</td>
<td></td>
<td>GENERAL LIABILITY</td>
<td>1619303</td>
<td>1/5/2008</td>
<td>1/5/2009</td>
<td>EACH OCCURRENCE DAMAGE TO RENTED PREMISES (EA occurring) $1,000,000</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td>MED EXP (Any one person) $</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td>PERSONAL &amp; ADV INJURY $1,000,000</td>
</tr>
<tr>
<td></td>
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<td></td>
<td></td>
<td></td>
<td></td>
<td>GENERAL AGGREGATE $2,000,000</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td>PRODUCTS-COMP/OP AGG $2,000,000</td>
</tr>
</tbody>
</table>

| B       |          | AUTOMOBILE LIABILITY | CA93487730 | 1/5/2008 | 1/5/2009 | COMBINED SINGLE LIMIT (EA accident) $1,000,000 |
|         |          |                   |           |          |          | BODILY INJURY (Per person) $ |
|         |          |                   |           |          |          | BODILY INJURY (Per accident) $ |
|         |          |                   |           |          |          | PROPERTY DAMAGE (Per accident) $ |
|         |          |                   |           |          |          | AUTO ONLY - EA ACCIDENT $ |
|         |          |                   |           |          |          | OTHER THAN AUTO ONLY: EA ACC $ |
|         |          |                   |           |          |          | AUTO ONLY: AGG $ |

| C       |          | EXCESS/UMBERLLA LIABILITY | ULP000396503 | 1/5/2008 | 1/5/2009 | EACH OCCURRENCE $4,000,000 |
|         |          |                   |           |          |          | AGGREGATE $4,000,000 |
|         |          |                   |           |          |          | $ |
|         |          |                   |           |          |          | $ |

| D       |          | WORKERS COMPENSATION AND EMPLOYERS’ LIABILITY | WC734S311836 | 2/12/2008 | 2/12/2009 | WC STATUTORY LIMITS |
|         |          |                   |           |          |          | E.L. EACH ACCIDENT $1,000,000 |
|         |          |                   |           |          |          | E.L. DISEASE - EA EMPLOYEE $1,000,000 |
|         |          |                   |           |          |          | E.L. DISEASE - POLICY LIMIT $1,000,000 |
|         |          |                   |           |          |          | $ |

**DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES / EXCLUSIONS ADDED BY ENDORSEMENT / SPECIAL PROVISIONS**
City of Jackson, Jackson Downtown Development Authority, Consumers Energy, State of Michigan are named as additional Insured with respect to the fireworks display set up on 12/31/08 and fired on 1/1/09 if postponed display with be fired on 1/3/09.

**CERTIFICATE HOLDER**

CITY OF JACKSON
161 W. MICHIGAN
SUSAN MURPHY
JACKSON MI 49201

**CANCELLATION**

Should any of the above described policies be cancelled before the expiration date thereof, the issuing insurer will endeavor to mail 30 days written notice to the certificate holder named to the left, but failure to do so shall impose no obligation or liability of any kind upon the insurer, its agents or representatives.

**AUTHORIZED REPRESENTATIVE**

Signature

ACORD 25 (2001/08) ©ACORD CORPORATION 1998
Eve On The Ave
New Year's Eve Celebration
January 01, 2009
$5,000.00

Opening Barrage

Two & One Half Inch Display Shells
12 - Titanium Salute Finale Shells

Three Inch Display Shells
24 - Assorted Chrysanthemums & Reports

Body Of Display

Three Inch Display Shells
54 - Fancy Oriental Shells
18 - Vulcan Brand Display Shells
18 - Wizzard Brand Display Shells
15 - Vulcan Special Effect Canister Shells
15 - Vulcan Shells shot in flight
12 - Horse Shells shot in flight
12 - Haga Brand Premium Display Shells
12 - Phoenix Shells shot in flight
3 - Five Color Peonies w/Palm Tree Cores shot in flight
3 - Phoenix Coconut Palms
3 - Flash Salutes shot in flight
3 - Flash Salute with Rising Tail
3 - Green Strobe Shells shot in flight
3 - Titanium Salute with Rising Tail
3 - Titanium Salutes with Rising Tails Shot in Flight
3 - Twice Crackling Rain shot in flight
3 - Rainbow Shell
3 - Hummer Shell
3 - Red, Silver and Blue Fish
1 - Green Tail Thunders & Twilight Glitter

The Grand Finale

144 - Three Inch Grand Finale Bombshells consisting of Fancy Oriental Shells, Glittering Comets, and Flash Salutes

24 - Three Inch Colors with Palm Pistil Grand Finale Bombshells
FIREWORKS PLAN

EVE ON THE AVE
NEW YEAR'S EVE CELEBRATION
JANUARY 1, 2009
$5,000.00

*** *** ***

This plan includes the following:

**BID AMOUNT:** $5,000.00

**DISPLAY DATE:** December 31, 2008 - January 1, 2009

**LIABILITY INSURANCE:** $5,000,000.00 Coverage provided by Lexington Insurance Company

**PRODUCT:** All fireworks in enclosed plan. We reserve the right to substitute for equal or greater value if product is not available.

**DELIVERY:** By CDL/Hazmat endorsed drivers

**FIRING:** All setup, firing of display by our pyrotechnicians and initial clean up

**WORKER’S COMP.:** Liberty Mutual Insurance to cover the pyrotechnicians
DATE: December 8, 2008

TO: William R. Ross, City Manager

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

RE: TCO 1990 and 1991, High Street Lane Assignment

The Department of Engineering has completed the High Street reconstruction and changes in lane assignments have created housing keeping Traffic Control Orders 1990 and 1991.

Traffic Control Order 1990 is for the westbound traffic on High Street traveling in the left (southernmost) lane approaching the intersection of Dirlam Drive/Executive Drive, shall be required to turn left (southbound) onto Dirlam Drive.

Traffic Control Order 1991 is for the east and west bound traffic on High Street traveling in the left lane at the intersection of Losey Avenue shall be required to complete a left turn on to Losey Avenue.

With your concurrence, I request the attached TCO 1990 and 1991 be submitted to Council for their approval. If you have any questions, please do not hesitate to contact me.

JD:tjs

C: Matt Heins, Chief of Police
Lynne Fessel, Clerk
Randy McMunn, P.E., Assistant City Engineer
Bob Dietz, Parking Manager/Engineering Assistant
LOCATION: High Street and Dirlam/Executive  
DATE: November 10, 2008  
ASSIGNED TO: Engineering  

TCO DESCRIPTION  
With completion of High Street reconstruction and changes in lane assignments create housekeeping Traffic Control Orders.  

BY JON H. DOWLING, P.E.  

RECOMMENDATION  
Westbound traffic on High Street traveling in the left (southernmost) lane approaching the intersection of Dirlam Drive/Executive Drive shall be required to turn left (southbound) onto Dirlam Drive.  

APPROVED[ ] REJECTED[ ] DATE: BY CITY COUNCIL  

WORK ASSIGNMENT: To Sign Shop  
DATE:  
TO:  

BY JON H. DOWLING, P.E.  

MATERIAL USED  
<table>
<thead>
<tr>
<th>Posts</th>
<th>Stop</th>
<th>Time Limit</th>
<th>No Parking</th>
<th>Loading Zone</th>
<th>One Way</th>
<th>Yield</th>
<th>Paint</th>
<th>Other</th>
</tr>
</thead>
</table>

ASSIGNMENT COMPLETED  
DATE: BY: Sign Shop  

WORK INSPECTED  

REMARKS:  

DATE: BY: Jon H. Dowling, P.E., City Engineer  

LOCATION:    High Street and Losey Avenue
DATE:  November 10, 2008
ASSIGNED TO:  Engineering

TCO DESCRIPTION
With completion of High Street reconstruction and changes in lane assignments create housekeeping Traffic Control Orders.

RECOMMENDATION
East and west bound traffic on High Street traveling in the left lane at the intersection of Losey Avenue shall be required to complete a left turn on to Losey Avenue.

APPROVED [ ]  REJECTED [ ]  DATE:  
BY CITY COUNCIL

WORK ASSIGNMENT:  To Sign Shop
DATE:  
TO:  

MATERIAL USED

<table>
<thead>
<tr>
<th>Posts</th>
<th>Stop</th>
<th>Time Limit</th>
<th>No Parking</th>
<th>Loading Zone</th>
<th>One Way</th>
<th>Yield</th>
<th>Paint</th>
<th>Other</th>
</tr>
</thead>
</table>

BY JON H. DOWLING, P.E.

ASSIGNMENT COMPLETED
DATE:  BY:  Sign Shop

WORK INSPECTED

REMARKS:

DATE:  BY:  Jon H. Dowling, P.E., City Engineer

DATE: December 8, 2008

TO: William R. Ross, City Manager

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

RE: TCO 1992, Plymouth Street Parking Limitations

The Department of Engineering has received a request from a local business to review the possibility of limiting parking near the credit union to allow customer parking. We have prepared Traffic Court Order 1992 recommending no vehicle shall be parked for a period exceeding thirty (30) minutes between the hours of 8 a.m. and 6 p.m. Monday thru Friday on the south side of Plymouth Street from 100 feet west of State Street to State Street and from State Street to 100 feet west of Waterloo Avenue.

With your concurrence, I request the attached TCO 1992 be submitted to Council for their approval. If you have any questions, please do not hesitate to contact me.

JD:tjs

C: Matt Heins, Chief of Police
   Lynne Fessel, Clerk
   Randy McMunn, P.E., Assistant City Engineer
   Bob Dietz, Parking Manager/Engineering Assistant
LOCATION: Plymouth Street
DATE: December 8, 2008
ASSIGNED TO: Engineering

TCO DESCRIPTION
At the request of the Aeroquip Credit Union review possibility of limiting parking near the credit union to allow customer parking.

BY JON H. DOWLING, P.E.

RECOMMENDATION
No vehicle shall be parked for a period exceeding thirty (30) minutes between the hours of 8am and 6pm Monday through Friday on the south side of Plymouth Street from 100 feet west of State Street to State Street and from State Street to 100 feet west of Waterloo Avenue.

BY JON H. DOWLING, P.E.

MATERIAL USED

| Posts | Stop | Time Limit | No Parking | Loading Zone | One Way | Yield | Paint | Other |

ASSIGNMENT COMPLETED

DATE: BY: Sign Shop

WORK INSPECTED

REMARKS:

DATE: BY: Jon H. Dowling, P.E., City Engineer’

DATE: December 8, 2008

TO: William R. Ross, City Manager

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

RE: Final Change Order 1, Center Street Water Main, Sanitary Sewer and Pavement Replacement

Attached is the Final Change Order 1 to the contract with Concord Excavating and Grading, Inc. for the Center Street Water Main, Sanitary Sewer and Pavement Replacement project.

This change order balances quantities for final payment. This represents an increase of $12,331.53 and contains several items not included in the original contract. With your concurrence, I request Final Change Order 1 be submitted to City Council for their approval and the City Manager, Director of Public Services, and City Engineer be authorized to sign. This project is being paid from the Local Street, Sanitary Sewer, and Water funds.
FINAL BALANCING CHANGE ORDER NO. 1
To Contract for
Center Street Water Main, Sanitary Sewer and Pavement Replacement
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
Change Order No. 1
Details of changes are shown on the attached pages.

NEW CONTRACT AMOUNT AS SET BY CHANGE ORDER NO. 1

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

CONTRACT COMPLETION
The contract completion date remains unchanged.

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

ACCEPTED BY:
Concord Excavating & Grading, Inc.

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

Glenn M. Chinavare, Director of Public Services

William R. Ross, City Manager

Date

11-19-08

T:\2008 projects\Center - Ganson to North13_CONSTRUCTION\FINAL BALANCING CHANGE ORDER NO 1.doc
## Center Street Sanitary Sewer, Water Main & Pavement Replacement

### Final Balancing Change order No. 1

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

<table>
<thead>
<tr>
<th>Item No.</th>
<th>Item Description</th>
<th>Contract Amended Qty</th>
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## Center Street Sanitary Sewer, Water Main & Pavement Replacement

**Final Balancing Change order No. 1**

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

<table>
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<tr>
<th>Item No.</th>
<th>Item Description</th>
<th>Contract Amended Qty</th>
<th>Change</th>
<th>Revised Quantity</th>
<th>Units</th>
<th>Unit Price</th>
<th>Amount</th>
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## Center Street Sanitary Sewer, Water Main & Pavement Replacement

**Final Balancing Change order No. 1**

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<tr>
<th>Item No.</th>
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<th>Units</th>
<th>Unit Price</th>
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<td>22</td>
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<td>625.00</td>
<td>$</td>
<td>$ 1,250.00</td>
</tr>
<tr>
<td>72</td>
<td>Pavt, Rem, Modified</td>
<td>0</td>
<td>11</td>
<td>11</td>
<td>Syd</td>
<td>4.00</td>
<td>$</td>
<td>$ 44.00</td>
</tr>
<tr>
<td>73</td>
<td>Sewer, DI, Pressure Class 350, 10 inch</td>
<td>0</td>
<td>42</td>
<td>42</td>
<td>Ft</td>
<td>85.00</td>
<td>$</td>
<td>$ 3,570.00</td>
</tr>
<tr>
<td>74</td>
<td>Sewer, DI, Pressure Class 350, 8 inch</td>
<td>0</td>
<td>43</td>
<td>43</td>
<td>Ft</td>
<td>65.00</td>
<td>$</td>
<td>$ 2,795.00</td>
</tr>
<tr>
<td>75</td>
<td>Sidewalk Ramp, ADA, Detectable Warning Plates</td>
<td>0</td>
<td>120</td>
<td>120</td>
<td>Sft</td>
<td>37.49</td>
<td>$</td>
<td>$ 4,498.80</td>
</tr>
</tbody>
</table>

**Total:** $ 30,569.90 $ (18,238.37)  
**Net Change:** $ 12,331.53  
**Revised Contract Price:** $ 395,933.72
TO: Mr. William Ross, City Manager  
   City of Jackson (364 J)  
   161 W. Michigan Avenue  
   Jackson, MI 49201

cc: Phil Hones, CPA

<table>
<thead>
<tr>
<th>DESCRIPTION</th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>Planning Services for November 2008</td>
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</tr>
<tr>
<td>Historic District</td>
<td>$ 625.58</td>
</tr>
<tr>
<td>Zoning Administration</td>
<td>$ 1,694.09</td>
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<tr>
<td>Zoning Ordinance Rec/Information</td>
<td>$ 5,172.86</td>
</tr>
<tr>
<td>Zoning Appeals/Variances</td>
<td>$ 2,988.51</td>
</tr>
</tbody>
</table>

Refer to the attached statement.

Balance Due Region 2 Planning Commission.        $ 10,481.04
11/28/08

Mayor Jerry Ludwig
161 W. Michigan Ave.
Jackson, Mi. 49201-1324

Mayor Ludwig;

Last summer you gave me an excellent opportunity in allowing me to work on the commission for the Jackson Transit Authority. During that time I have learned a tremendous amount about the decision-making process in public administration from some of the brightest and best in the community.

Kaneka Texas Corp., my employer at that time, was very flexible with my hours when it came to attending the meetings. Unfortunately, Kaneka shut its doors and a recently acquired position does not allow me the same flexibility to attend afternoon or morning meetings. The commission has expressed a willingness to consider other hours to meet, but that is impractical given the group’s need to be available for the public during JTA business hours. Given these facts, I regret to inform you that I am resigning my position with the JTA Commission, effective January 1st 2009. I will be able to attend the December meeting and I will email a copy of this notice to the JTA members so that a replacement can be found by the January meeting.

I want to thank you for the excellent learning opportunity and hope you will consider me for future service to the City of Jackson.

Respectfully;

Sean Campbell
City of Jackson, Michigan
Financial Statements

As of and For the 4 Months Ended October 31, 2008
(Unaudited)
## City of Jackson, Michigan

### General Fund Expenditure Summary

**As of and For the 4 Months Ended October 31, 2008**

(Prepared on the Adopted Budget - Basis)

<table>
<thead>
<tr>
<th>Function Department</th>
<th>2008/09 Amended Budget</th>
<th>Actual Month To Date</th>
<th>Actual Year To Date</th>
<th>Percent Spent</th>
<th>Variance - Favorable (Unfavorable)</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Legislative:</strong></td>
<td></td>
<td></td>
<td></td>
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<td></td>
</tr>
<tr>
<td>101-101 City Council</td>
<td>91,382</td>
<td>7,908</td>
<td>34,189</td>
<td>37.41%</td>
<td>57,193</td>
</tr>
<tr>
<td><strong>Judicial:</strong></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>101-103 Charter Review Committee</td>
<td>15,000</td>
<td>0</td>
<td>0</td>
<td>0.00%</td>
<td>15,000</td>
</tr>
<tr>
<td>101-137 Administrative Hearings Bureau</td>
<td>39,819</td>
<td>2,092</td>
<td>6,384</td>
<td>16.03%</td>
<td>33,435</td>
</tr>
<tr>
<td></td>
<td>54,819</td>
<td>2,092</td>
<td>6,384</td>
<td>16.03%</td>
<td>48,435</td>
</tr>
<tr>
<td><strong>General Government:</strong></td>
<td></td>
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<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>101-172 City Manager</td>
<td>255,147</td>
<td>19,900</td>
<td>76,775</td>
<td>30.09%</td>
<td>178,372</td>
</tr>
<tr>
<td>101-192 City Clerk-Elections</td>
<td>168,852</td>
<td>12,085</td>
<td>64,826</td>
<td>38.39%</td>
<td>104,026</td>
</tr>
<tr>
<td>101-201 Finance</td>
<td>426,424</td>
<td>33,383</td>
<td>133,643</td>
<td>31.34%</td>
<td>292,781</td>
</tr>
<tr>
<td>101-209 City Assessor</td>
<td>423,335</td>
<td>35,034</td>
<td>134,205</td>
<td>31.70%</td>
<td>289,130</td>
</tr>
<tr>
<td>101-210 City Attorney</td>
<td>539,623</td>
<td>43,034</td>
<td>163,696</td>
<td>30.34%</td>
<td>375,927</td>
</tr>
<tr>
<td>101-215 City Clerk</td>
<td>208,224</td>
<td>17,959</td>
<td>66,703</td>
<td>32.03%</td>
<td>141,521</td>
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<tr>
<td>101-226 Personnel</td>
<td>358,602</td>
<td>34,177</td>
<td>107,304</td>
<td>29.92%</td>
<td>251,298</td>
</tr>
<tr>
<td>101-233 Purchasing</td>
<td>169,173</td>
<td>14,224</td>
<td>53,632</td>
<td>31.70%</td>
<td>115,541</td>
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<tr>
<td>101-253 City Treasurer</td>
<td>341,120</td>
<td>20,771</td>
<td>96,927</td>
<td>28.41%</td>
<td>244,193</td>
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<tr>
<td>101-254 City Income Tax</td>
<td>280,016</td>
<td>23,947</td>
<td>76,711</td>
<td>27.40%</td>
<td>203,305</td>
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<tr>
<td>101-258 Management Information Services</td>
<td>344,284</td>
<td>29,769</td>
<td>125,698</td>
<td>36.51%</td>
<td>218,586</td>
</tr>
<tr>
<td>101-265 City Hall &amp; Grounds</td>
<td>323,258</td>
<td>31,829</td>
<td>123,693</td>
<td>38.26%</td>
<td>199,565</td>
</tr>
<tr>
<td>101-276 Cemeteries</td>
<td>487,796</td>
<td>45,328</td>
<td>168,549</td>
<td>34.55%</td>
<td>319,247</td>
</tr>
<tr>
<td>101-299 Unallocated</td>
<td>491,817</td>
<td>52,052</td>
<td>202,906</td>
<td>41.26%</td>
<td>288,911</td>
</tr>
<tr>
<td></td>
<td>4,817,671</td>
<td>413,492</td>
<td>1,595,268</td>
<td>33.11%</td>
<td>3,222,403</td>
</tr>
<tr>
<td><strong>Police Department:</strong></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>101-301 Police</td>
<td>8,999,923</td>
<td>735,354</td>
<td>2,869,742</td>
<td>31.89%</td>
<td>6,130,181</td>
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<tr>
<td>101-303 Police Youth Services - JPS</td>
<td>314,947</td>
<td>23,352</td>
<td>95,606</td>
<td>30.36%</td>
<td>219,341</td>
</tr>
<tr>
<td>101-308 STEP Grants</td>
<td>20,733</td>
<td>5,845</td>
<td>5,845</td>
<td>28.19%</td>
<td>14,888</td>
</tr>
<tr>
<td>101-311 JCCAE Grant</td>
<td>0</td>
<td>0</td>
<td>7,061</td>
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<td>(7,061)</td>
</tr>
<tr>
<td>101-313 Consortium Training</td>
<td>33,754</td>
<td>3,524</td>
<td>5,848</td>
<td>17.33%</td>
<td>27,906</td>
</tr>
<tr>
<td>101-314 In-Service Training</td>
<td>15,450</td>
<td>3,648</td>
<td>6,028</td>
<td>39.02%</td>
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</tr>
<tr>
<td></td>
<td>9,384,807</td>
<td>771,723</td>
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<td>6,394,677</td>
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<tr>
<td><strong>Fire Department:</strong></td>
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<td></td>
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<tr>
<td>101-337 Fire Administration</td>
<td>289,679</td>
<td>23,827</td>
<td>93,144</td>
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</tr>
<tr>
<td>101-340 Fire Suppression</td>
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<td>365,193</td>
<td>1,567,899</td>
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<td>3,551,222</td>
</tr>
<tr>
<td>101-341 Fire Prevention</td>
<td>84,145</td>
<td>5,249</td>
<td>15,394</td>
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<td>68,751</td>
</tr>
<tr>
<td>101-343 Fire Training</td>
<td>238,985</td>
<td>4,446</td>
<td>84,704</td>
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<td>154,281</td>
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<td></td>
<td>5,731,930</td>
<td>398,715</td>
<td>1,761,141</td>
<td>30.73%</td>
<td>3,970,789</td>
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<td><strong>Other Public Safety:</strong></td>
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<td></td>
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<tr>
<td>101-350 Public Safety - Unallocated</td>
<td>1,345,312</td>
<td>116,579</td>
<td>470,532</td>
<td>34.98%</td>
<td>874,780</td>
</tr>
<tr>
<td>101-401 Planning</td>
<td>99,768</td>
<td>8,751</td>
<td>33,879</td>
<td>33.96%</td>
<td>65,889</td>
</tr>
<tr>
<td>101-426 Office of Emergency Measures</td>
<td>64,311</td>
<td>21,399</td>
<td>35,008</td>
<td>54.44%</td>
<td>29,303</td>
</tr>
<tr>
<td></td>
<td>1,509,391</td>
<td>146,729</td>
<td>539,419</td>
<td>35.74%</td>
<td>969,972</td>
</tr>
</tbody>
</table>

(Continued -)

11/17/2008

* See Notes on Page 7
### City of Jackson, Michigan

**General Fund Expenditure Summary**

**As of and For the 4 Months Ended October 31, 2008**

(Prepared on the Adopted Budget - Basis)

<table>
<thead>
<tr>
<th>Function Department</th>
<th>2008/09 Amended Budget</th>
<th>2008/09 Actual Month To Date</th>
<th>2008/09 Actual Year To Date</th>
<th>Percent Spent</th>
<th>Variance - Favorable (Unfavorable)</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Public Works:</strong></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>101-441 Tax Property Maintenance</td>
<td>10,000</td>
<td>339</td>
<td>4,561</td>
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<td>5,439</td>
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<tr>
<td>101-442 Civic Affairs</td>
<td>73,358</td>
<td>4,144</td>
<td>17,828</td>
<td>24.30%</td>
<td>55,530</td>
</tr>
<tr>
<td>101-445 Drains at Large</td>
<td>72,053</td>
<td>2,569</td>
<td>13,381</td>
<td>18.57%</td>
<td>58,672</td>
</tr>
<tr>
<td>101-446 Storm Drain Construction</td>
<td>98,000</td>
<td>16,705</td>
<td>31,643</td>
<td>32.29%</td>
<td>66,357</td>
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<tr>
<td>101-447 Grounds Maintenance</td>
<td>177,108</td>
<td>3,097</td>
<td>9,747</td>
<td>5.50%</td>
<td>167,361</td>
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<tr>
<td>101-448 Sidewalk Construction</td>
<td>130,000</td>
<td>7,123</td>
<td>97,008</td>
<td>74.62%</td>
<td>32,992</td>
</tr>
<tr>
<td>101-450 Street Lighting</td>
<td>407,231</td>
<td>77,968</td>
<td>121,322</td>
<td>29.79%</td>
<td>285,909</td>
</tr>
<tr>
<td>101-455 Weed Control</td>
<td>23,684</td>
<td>2,025</td>
<td>10,063</td>
<td>42.49%</td>
<td>13,621</td>
</tr>
<tr>
<td></td>
<td>991,434</td>
<td>113,970</td>
<td>305,553</td>
<td>30.82%</td>
<td>685,881</td>
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<tr>
<td><strong>Recreation &amp; Culture:</strong></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>101-690 Forestry</td>
<td>577,031</td>
<td>43,408</td>
<td>174,115</td>
<td>30.17%</td>
<td>402,916</td>
</tr>
<tr>
<td>101-692 Parks, Recreation &amp; Grounds Admin.</td>
<td>761,911</td>
<td>55,566</td>
<td>263,533</td>
<td>34.59%</td>
<td>498,378</td>
</tr>
<tr>
<td>101-697 Parks &amp; Facilities Maintenance</td>
<td>515,050</td>
<td>45,848</td>
<td>164,141</td>
<td>31.87%</td>
<td>350,909</td>
</tr>
<tr>
<td>101-698 Lt. Nixon Memorial Pool</td>
<td>165,932</td>
<td>9,044</td>
<td>98,830</td>
<td>59.56%</td>
<td>67,102</td>
</tr>
<tr>
<td>101-699 Sharp Park Swimming Pool</td>
<td>132,195</td>
<td>4,126</td>
<td>82,648</td>
<td>62.52%</td>
<td>49,547</td>
</tr>
<tr>
<td>101-803 Historical District</td>
<td>38,100</td>
<td>6,372</td>
<td>15,917</td>
<td>41.78%</td>
<td>22,183</td>
</tr>
<tr>
<td></td>
<td>2,190,219</td>
<td>164,364</td>
<td>799,184</td>
<td>36.49%</td>
<td>1,391,035</td>
</tr>
<tr>
<td><strong>Health &amp; Welfare:</strong></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>101-896 Human Relations</td>
<td>63,043</td>
<td>6,869</td>
<td>28,029</td>
<td>44.46%</td>
<td>35,014</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
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</tr>
<tr>
<td><strong>Contributions to Other Funds:</strong></td>
<td></td>
<td></td>
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<td></td>
<td></td>
</tr>
<tr>
<td>101-999 Contributions to Other Funds:</td>
<td>299,663</td>
<td>0</td>
<td>0</td>
<td>0.00%</td>
<td>299,663</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>Total General Fund Expenditures</strong></td>
<td>25,134,359</td>
<td>2,025,862</td>
<td>8,059,297</td>
<td>32.06%</td>
<td>17,075,062</td>
</tr>
</tbody>
</table>

11/17/2008

*See Notes on Page 7*
## City of Jackson

**All Other Funds - Expenditure Summary**

**As of and For the 4 Months Ended October 31, 2008**

(Prepared on the Adopted Budget - Basis)

<table>
<thead>
<tr>
<th>Fund Type/Fund Name</th>
<th>2008/09 Amended 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><strong>Special Revenue Funds :</strong></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>202 Major Street</td>
<td>6,154,159</td>
<td>272,527</td>
<td>882,471</td>
<td>14.34%</td>
<td>5,271,688</td>
</tr>
<tr>
<td>203 Local Street</td>
<td>1,065,972</td>
<td>143,435</td>
<td>501,696</td>
<td>47.06%</td>
<td>564,276</td>
</tr>
<tr>
<td>208 Ella W. Sharp Park Operating</td>
<td>757,037</td>
<td>89,552</td>
<td>346,432</td>
<td>45.76%</td>
<td>410,605</td>
</tr>
<tr>
<td>210 Land Acquisition Fund</td>
<td>50,000</td>
<td>3,659</td>
<td>10,266</td>
<td>20.53%</td>
<td>39,734</td>
</tr>
<tr>
<td>211 Housing Initiative Fund</td>
<td>47,775</td>
<td>218</td>
<td>5,297</td>
<td>11.09%</td>
<td>42,478</td>
</tr>
<tr>
<td>245 Public Improvement</td>
<td>1,355,583</td>
<td>16,705</td>
<td>141,737</td>
<td>10.46%</td>
<td>1,213,846</td>
</tr>
<tr>
<td>249 Building Department</td>
<td>528,917</td>
<td>30,233</td>
<td>121,115</td>
<td>22.90%</td>
<td>407,802</td>
</tr>
<tr>
<td>257 Budget Stabilization</td>
<td>65,000</td>
<td>0</td>
<td>0</td>
<td>0.00%</td>
<td>65,000</td>
</tr>
<tr>
<td>265 Drug Law Enforcement</td>
<td>33,024</td>
<td>488</td>
<td>25,056</td>
<td>75.87%</td>
<td>7,968</td>
</tr>
<tr>
<td>266 Project Safe Neighborhood Grant</td>
<td>0</td>
<td>1,853</td>
<td>11,414</td>
<td>N/A</td>
<td>(11,414)</td>
</tr>
<tr>
<td>268 BYRNE/JAG Grants</td>
<td>11,689</td>
<td>0</td>
<td>0</td>
<td></td>
<td></td>
</tr>
<tr>
<td>270 LAWNET Grant</td>
<td>35,210</td>
<td>0</td>
<td>33,215</td>
<td>94.33%</td>
<td>1,995</td>
</tr>
<tr>
<td>288 Lead Hazard Control Grant</td>
<td>1,432,783</td>
<td>54,572</td>
<td>106,583</td>
<td>7.44%</td>
<td>1,326,200</td>
</tr>
<tr>
<td>293 Waterfront Redevelopment Grant</td>
<td>256,310</td>
<td>0</td>
<td>2,000</td>
<td>0.78%</td>
<td>254,310</td>
</tr>
<tr>
<td>295 2008 Brownfield Assessment Grant</td>
<td>300,000</td>
<td>0</td>
<td>58,523</td>
<td>19.51%</td>
<td>241,477</td>
</tr>
<tr>
<td>296 Recreation Activity</td>
<td>307,896</td>
<td>10,959</td>
<td>53,917</td>
<td>17.51%</td>
<td>253,979</td>
</tr>
<tr>
<td>297 JPS Recreation Millage Program</td>
<td>258,000</td>
<td>34,866</td>
<td>116,446</td>
<td>45.13%</td>
<td>141,554</td>
</tr>
<tr>
<td><strong>Debt Service Funds :</strong></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>323 Mich. Urban Land Assembly D/S</td>
<td>144,000</td>
<td>24,000</td>
<td>60,000</td>
<td>41.67%</td>
<td>84,000</td>
</tr>
<tr>
<td>324 2003 MTF Bond D/S</td>
<td>279,005</td>
<td>0</td>
<td>263,360</td>
<td>94.39%</td>
<td>15,645</td>
</tr>
<tr>
<td>365 City Hall D/S</td>
<td>601,586</td>
<td>210,668</td>
<td>210,668</td>
<td>35.02%</td>
<td>390,918</td>
</tr>
<tr>
<td>368 Building Authority D/S</td>
<td>128,500</td>
<td>0</td>
<td>110,094</td>
<td>85.68%</td>
<td>18,406</td>
</tr>
<tr>
<td>395 2001 DDA TIF D/S</td>
<td>1,051,513</td>
<td>0</td>
<td>0</td>
<td>0.00%</td>
<td>1,051,513</td>
</tr>
<tr>
<td>398 2002 BRA TIF D/S</td>
<td>565,148</td>
<td>0</td>
<td>0</td>
<td>0.00%</td>
<td>565,148</td>
</tr>
<tr>
<td>399 2007 BRA TIF Refunding D/S</td>
<td>450,304</td>
<td>0</td>
<td>0</td>
<td>0.00%</td>
<td>450,304</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>415,075</td>
<td>74,123</td>
<td>114,918</td>
<td>27.69%</td>
<td>300,157</td>
</tr>
<tr>
<td>402 Water Equipment and Replacement</td>
<td>2,239,424</td>
<td>250,879</td>
<td>502,014</td>
<td>22.42%</td>
<td>1,737,410</td>
</tr>
<tr>
<td>404 Sanitary Sewer Maintenance Fund</td>
<td>501,025</td>
<td>35,684</td>
<td>186,173</td>
<td>37.16%</td>
<td>314,852</td>
</tr>
<tr>
<td>405 Sanitary Sewer Replacement</td>
<td>836,500</td>
<td>86,453</td>
<td>391,452</td>
<td>46.80%</td>
<td>445,048</td>
</tr>
<tr>
<td>406 Wastewater Equipment Replacement</td>
<td>460,000</td>
<td>178,538</td>
<td>925,058</td>
<td>201.10%</td>
<td>(465,058)</td>
</tr>
<tr>
<td>494 Brownfield Redevelopment Authority</td>
<td>1,267,763</td>
<td>1,301</td>
<td>3,909</td>
<td>0.31%</td>
<td>1,263,854</td>
</tr>
<tr>
<td>496 DDA Project</td>
<td>1,227,002</td>
<td>35,784</td>
<td>77,377</td>
<td>6.31%</td>
<td>1,149,625</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>83,265</td>
<td>9,751</td>
<td>30,059</td>
<td>36.10%</td>
<td>53,206</td>
</tr>
<tr>
<td>585 Auto Parking System</td>
<td>102,733</td>
<td>1,526</td>
<td>6,616</td>
<td>6.44%</td>
<td>96,117</td>
</tr>
<tr>
<td>586 Parking Assessment</td>
<td>208,643</td>
<td>6,091</td>
<td>24,826</td>
<td>11.90%</td>
<td>183,817</td>
</tr>
<tr>
<td>590 Sewer</td>
<td>6,620,897</td>
<td>443,361</td>
<td>1,672,445</td>
<td>25.26%</td>
<td>4,948,452</td>
</tr>
<tr>
<td>591 Water</td>
<td>8,492,452</td>
<td>643,326</td>
<td>2,074,822</td>
<td>24.43%</td>
<td>6,417,630</td>
</tr>
<tr>
<td>599 Parking Deck Fund</td>
<td>433,237</td>
<td>14,498</td>
<td>39,852</td>
<td>9.20%</td>
<td>393,385</td>
</tr>
</tbody>
</table>

(Continued -)
## City of Jackson

All Other Funds - Expenditure Summary

As of and For the 4 Months Ended October 31, 2008

(Prepared on the Adopted Budget - Basis)

### Internal Service Funds:

<table>
<thead>
<tr>
<th>Fund Type/Fund Name</th>
<th>2008/09 Amended Budget</th>
<th>Actual Month To Date</th>
<th>Actual Year To Date</th>
<th>Percent Spent</th>
<th>Variance - Favorable (Unfavorable)</th>
</tr>
</thead>
<tbody>
<tr>
<td>641 Public Works Administration</td>
<td>667,550</td>
<td>42,095</td>
<td>186,925</td>
<td>28.00%</td>
<td>480,625</td>
</tr>
<tr>
<td>642 Engineering Administration</td>
<td>338,770</td>
<td>26,961</td>
<td>111,528</td>
<td>32.92%</td>
<td>227,242</td>
</tr>
<tr>
<td>643 Local Site Remediation Revolving</td>
<td>300,000</td>
<td>0</td>
<td>0</td>
<td>0.00%</td>
<td>300,000</td>
</tr>
<tr>
<td>661 Motor Pool and Garage</td>
<td>1,719,056</td>
<td>84,018</td>
<td>322,974</td>
<td>18.79%</td>
<td>1,396,082</td>
</tr>
<tr>
<td>663 Equipment Revolving Fund</td>
<td>58,484</td>
<td>51,273</td>
<td>51,273</td>
<td>87.67%</td>
<td>7,211</td>
</tr>
<tr>
<td>677 Workers' Compensation</td>
<td>299,450</td>
<td>67,988</td>
<td>84,600</td>
<td>28.25%</td>
<td>214,850</td>
</tr>
<tr>
<td>678 Prescription Drug</td>
<td>950,700</td>
<td>71,819</td>
<td>220,147</td>
<td>23.16%</td>
<td>730,553</td>
</tr>
<tr>
<td>679 Health Care Deductible Reimbursement</td>
<td>194,300</td>
<td>13,105</td>
<td>56,738</td>
<td>29.20%</td>
<td>137,562</td>
</tr>
</tbody>
</table>

### Trust & Agency Funds:

<table>
<thead>
<tr>
<th>Fund Type/Fund Name</th>
<th>2008/09 Amended Budget</th>
<th>Actual Month To Date</th>
<th>Actual Year To Date</th>
<th>Percent Spent</th>
<th>Variance - Favorable (Unfavorable)</th>
</tr>
</thead>
<tbody>
<tr>
<td>702 County &amp; School Tax Collection</td>
<td>140,000</td>
<td>0</td>
<td>0</td>
<td>0.00%</td>
<td>140,000</td>
</tr>
<tr>
<td>711 Cemetery Perpetual Maintenance</td>
<td>71,000</td>
<td>2,129</td>
<td>2,129</td>
<td>3.00%</td>
<td>68,871</td>
</tr>
<tr>
<td>718 Ella W. Sharp Endowment</td>
<td>55,000</td>
<td>0</td>
<td>0</td>
<td>0.00%</td>
<td>55,000</td>
</tr>
<tr>
<td>731 Employees' Retirement System</td>
<td>2,180,000</td>
<td>172,857</td>
<td>705,524</td>
<td>32.36%</td>
<td>1,474,476</td>
</tr>
<tr>
<td>732 Policemen/Firemen's Pension</td>
<td>1,310,000</td>
<td>0</td>
<td>195,464</td>
<td>14.92%</td>
<td>1,114,536</td>
</tr>
<tr>
<td>733 Policemen/Firemen's Pens.-345</td>
<td>3,350,000</td>
<td>1,285,104</td>
<td>2,250,715</td>
<td>67.19%</td>
<td>1,099,285</td>
</tr>
<tr>
<td>736 Public Employees Health Care</td>
<td>10,000</td>
<td>18,900</td>
<td>18,900</td>
<td>189.00%</td>
<td>(8,900) Note 2</td>
</tr>
</tbody>
</table>

### Special Assessment Funds:

<table>
<thead>
<tr>
<th>Fund Type/Fund Name</th>
<th>2008/09 Amended Budget</th>
<th>Actual Month To Date</th>
<th>Actual Year To Date</th>
<th>Percent Spent</th>
<th>Variance - Favorable (Unfavorable)</th>
</tr>
</thead>
<tbody>
<tr>
<td>895 Special Assessment</td>
<td>641,801</td>
<td>0</td>
<td>0</td>
<td>0.00%</td>
<td>641,801</td>
</tr>
</tbody>
</table>

*See Notes on Page 7*
## General Fund:

<table>
<thead>
<tr>
<th>Fund/Fund Name</th>
<th>2008/09 Amended Budget</th>
<th>Actual Month To Date</th>
<th>Actual Year To Date</th>
<th>Percent Collected</th>
</tr>
</thead>
<tbody>
<tr>
<td>Property Taxes</td>
<td>7,718,516</td>
<td>542,964</td>
<td>5,904,981</td>
<td>76.50%</td>
</tr>
<tr>
<td>Income Taxes</td>
<td>8,575,000</td>
<td>1,241,391</td>
<td>2,915,355</td>
<td>34.00%</td>
</tr>
<tr>
<td>Licenses &amp; Permits</td>
<td>237,250</td>
<td>1,048</td>
<td>4,408</td>
<td>1.86%</td>
</tr>
<tr>
<td>Federal Grants</td>
<td>4,088</td>
<td>85,956</td>
<td>85,048</td>
<td>2080.43%</td>
</tr>
<tr>
<td>State Grants</td>
<td>113,070</td>
<td>35,402</td>
<td>3,766</td>
<td>3.33%</td>
</tr>
<tr>
<td>State Revenue Sharing</td>
<td>5,260,054</td>
<td>69</td>
<td>1,120,163</td>
<td>21.30%</td>
</tr>
<tr>
<td>Contributions From Local Units</td>
<td>168,984</td>
<td>9,835</td>
<td>11,827</td>
<td>7.00%</td>
</tr>
<tr>
<td>Charges For Goods &amp; Services</td>
<td>1,141,121</td>
<td>32,489</td>
<td>220,072</td>
<td>19.29%</td>
</tr>
<tr>
<td>Fines &amp; Forfeits</td>
<td>274,500</td>
<td>15,189</td>
<td>69,426</td>
<td>25.29%</td>
</tr>
<tr>
<td>Investment Income</td>
<td>300,000</td>
<td>6,366</td>
<td>14,198</td>
<td>4.73%</td>
</tr>
<tr>
<td>Contributions From Other Funds</td>
<td>282,000</td>
<td>51,705</td>
<td>66,643</td>
<td>23.63%</td>
</tr>
<tr>
<td>Miscellaneous</td>
<td>528,755</td>
<td>7,875</td>
<td>50,169</td>
<td>9.49%</td>
</tr>
</tbody>
</table>

Total General Fund Revenues: 24,603,338 2,030,289 10,466,056 42.54%

## Special Revenue Funds:

<table>
<thead>
<tr>
<th>Fund/Fund Name</th>
<th>2008/09 Amended Budget</th>
<th>Actual Month To Date</th>
<th>Actual Year To Date</th>
<th>Percent Collected</th>
</tr>
</thead>
<tbody>
<tr>
<td>202 Major Street</td>
<td>5,994,531</td>
<td>230,212</td>
<td>414,444</td>
<td>6.91%</td>
</tr>
<tr>
<td>203 Local Street</td>
<td>962,395</td>
<td>45,660</td>
<td>100,796</td>
<td>10.47%</td>
</tr>
<tr>
<td>208 Ella W. Sharp Park Operating</td>
<td>758,000</td>
<td>38,978</td>
<td>295,850</td>
<td>39.03%</td>
</tr>
<tr>
<td>210 Land Acquisition Fund</td>
<td>28,000</td>
<td>23</td>
<td>73</td>
<td>0.26%</td>
</tr>
<tr>
<td>211 Housing Initiative Fund</td>
<td>50,000</td>
<td>0</td>
<td>0</td>
<td>0.00%</td>
</tr>
<tr>
<td>245 Public Improvement</td>
<td>1,227,000</td>
<td>86,319</td>
<td>923,243</td>
<td>75.24%</td>
</tr>
<tr>
<td>249 Building Inspection</td>
<td>529,200</td>
<td>59,000</td>
<td>142,968</td>
<td>27.02%</td>
</tr>
<tr>
<td>257 Budget Stabilization</td>
<td>65,000</td>
<td>3,159</td>
<td>9,716</td>
<td>14.95%</td>
</tr>
<tr>
<td>265 Drug Law Enforcement</td>
<td>44,905</td>
<td>106,687</td>
<td>117,146</td>
<td>260.88%</td>
</tr>
<tr>
<td>266 Project Safe Neighborhood Grant</td>
<td>0</td>
<td>1,026</td>
<td>9,560</td>
<td>N/A Note 2</td>
</tr>
<tr>
<td>268 BYRNE/JAG Grants</td>
<td>11,689</td>
<td>0</td>
<td>0</td>
<td>0.00%</td>
</tr>
<tr>
<td>270 LAWNET Grant</td>
<td>35,210</td>
<td>0</td>
<td>33,215</td>
<td>94.33%</td>
</tr>
<tr>
<td>288 Lead Hazard Control Grant</td>
<td>1,432,783</td>
<td>75,468</td>
<td>59,882</td>
<td>4.18%</td>
</tr>
<tr>
<td>293 Waterfront Redevelopment Grant</td>
<td>256,294</td>
<td>0</td>
<td>(380)</td>
<td>-0.15%</td>
</tr>
<tr>
<td>295 2008 Brownfield Assessment Grant</td>
<td>300,000</td>
<td>610,576</td>
<td>58,523</td>
<td>19.51%</td>
</tr>
<tr>
<td>296 Recreation Activity</td>
<td>312,000</td>
<td>5,078</td>
<td>41,086</td>
<td>13.17%</td>
</tr>
<tr>
<td>297 JPS Recreation Millage Program</td>
<td>258,000</td>
<td>0</td>
<td>0</td>
<td>0.00%</td>
</tr>
</tbody>
</table>

## Debt Service Funds:

<table>
<thead>
<tr>
<th>Fund/Fund Name</th>
<th>2008/09 Amended Budget</th>
<th>Actual Month To Date</th>
<th>Actual Year To Date</th>
<th>Percent Collected</th>
</tr>
</thead>
<tbody>
<tr>
<td>323 Mich. Urban Land Assembly D/S</td>
<td>144,000</td>
<td>24,000</td>
<td>60,000</td>
<td>41.67%</td>
</tr>
<tr>
<td>324 2003 MTF Bond D/S</td>
<td>279,005</td>
<td>0</td>
<td>263,360</td>
<td>94.39%</td>
</tr>
<tr>
<td>365 2003 City Hall D/S</td>
<td>584,000</td>
<td>47,388</td>
<td>466,243</td>
<td>79.84%</td>
</tr>
<tr>
<td>368 Building Authority D/S</td>
<td>128,500</td>
<td>0</td>
<td>110,094</td>
<td>85.68%</td>
</tr>
<tr>
<td>395 2001 DDA TIF D/S</td>
<td>1,051,000</td>
<td>0</td>
<td>0</td>
<td>0.00%</td>
</tr>
<tr>
<td>398 2002 BRA TIF D/S</td>
<td>565,000</td>
<td>0</td>
<td>0</td>
<td>0.00%</td>
</tr>
<tr>
<td>399 2007 BRA TIF Refunding D/S</td>
<td>450,000</td>
<td>0</td>
<td>0</td>
<td>0.00%</td>
</tr>
</tbody>
</table>

## Capital Projects Funds:

<table>
<thead>
<tr>
<th>Fund/Fund Name</th>
<th>2008/09 Amended Budget</th>
<th>Actual Month To Date</th>
<th>Actual Year To Date</th>
<th>Percent Collected</th>
</tr>
</thead>
<tbody>
<tr>
<td>401 Capital Projects Fund</td>
<td>415,075</td>
<td>33</td>
<td>81</td>
<td>0.02%</td>
</tr>
<tr>
<td>402 Water Equipment and Replacement</td>
<td>1,775,000</td>
<td>145,857</td>
<td>579,114</td>
<td>32.63%</td>
</tr>
<tr>
<td>404 Sanitary Sewer Maintenance Fund</td>
<td>501,025</td>
<td>35,684</td>
<td>186,073</td>
<td>37.14%</td>
</tr>
<tr>
<td>405 Sanitary Sewer Replacement</td>
<td>698,000</td>
<td>56,573</td>
<td>224,642</td>
<td>32.18%</td>
</tr>
<tr>
<td>406 Wastewater Equip. Replacement</td>
<td>660,000</td>
<td>56,357</td>
<td>223,604</td>
<td>33.88%</td>
</tr>
</tbody>
</table>

(Continued-)
City of Jackson

All Funds - Revenue Summary
As of and For the 4 Months Ended October 31, 2008

- Continued -

<table>
<thead>
<tr>
<th>Fund/Fund Name</th>
<th>2008/09 Amended Budget</th>
<th>Actual Month To Date</th>
<th>Actual Year To Date</th>
<th>Percent Collected</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Capital Projects Funds : (Continued)</strong></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>494 Brownfield Redevelopment Authority</td>
<td>1,535,700</td>
<td>5,492</td>
<td>16,899</td>
<td>1.10%</td>
</tr>
<tr>
<td>496 DDA Project</td>
<td>1,072,326</td>
<td>3,274</td>
<td>9,295</td>
<td>0.87%</td>
</tr>
<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>75,700</td>
<td>2,535</td>
<td>20,707</td>
<td>27.35%</td>
</tr>
<tr>
<td>585 Auto Parking System</td>
<td>111,608</td>
<td>2,045</td>
<td>7,533</td>
<td>6.75%</td>
</tr>
<tr>
<td>586 Parking Assessment</td>
<td>192,276</td>
<td>5,547</td>
<td>20,349</td>
<td>10.58%</td>
</tr>
<tr>
<td>590 Sewer</td>
<td>5,616,000</td>
<td>464,037</td>
<td>1,325,564</td>
<td>23.60%</td>
</tr>
<tr>
<td>591 Water</td>
<td>6,850,600</td>
<td>681,364</td>
<td>1,650,064</td>
<td>24.09%</td>
</tr>
<tr>
<td>599 Parking Deck Fund</td>
<td>281,155</td>
<td>1,726</td>
<td>5,326</td>
<td>1.89%</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>668,000</td>
<td>53,660</td>
<td>200,315</td>
<td>29.99%</td>
</tr>
<tr>
<td>642 Engineering Administration</td>
<td>340,000</td>
<td>33,902</td>
<td>137,271</td>
<td>40.37%</td>
</tr>
<tr>
<td>643 Local Site Remediation Revolving</td>
<td>205,500</td>
<td>294</td>
<td>903</td>
<td>0.44%</td>
</tr>
<tr>
<td>661 Motor Pool and Garage</td>
<td>1,345,972</td>
<td>156,196</td>
<td>495,272</td>
<td>36.80%</td>
</tr>
<tr>
<td>663 Equipment Revolving Fund</td>
<td>58,484</td>
<td>51,273</td>
<td>51,273</td>
<td>87.67%</td>
</tr>
<tr>
<td>677 Workers' Compensation</td>
<td>375,600</td>
<td>24,302</td>
<td>106,064</td>
<td>28.24%</td>
</tr>
<tr>
<td>678 Prescription Drug</td>
<td>1,208,300</td>
<td>76,409</td>
<td>333,623</td>
<td>27.61%</td>
</tr>
<tr>
<td>679 Health Care Deductible Reimb.</td>
<td>437,350</td>
<td>32,588</td>
<td>141,835</td>
<td>32.43%</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>140,000</td>
<td>7,108</td>
<td>24,839</td>
<td>17.74%</td>
</tr>
<tr>
<td>711 Cemetery Perpetual Maintenance</td>
<td>106,000</td>
<td>32,691</td>
<td>38,206</td>
<td>36.04%</td>
</tr>
<tr>
<td>718 Ella W. Sharp Endowment</td>
<td>55,000</td>
<td>0</td>
<td>0</td>
<td>0.00%</td>
</tr>
<tr>
<td>731 Employees' Retirement System</td>
<td>2,056,911</td>
<td>(4,329,727)</td>
<td>(6,115,252)</td>
<td>-297.30%</td>
</tr>
<tr>
<td>732 Policemen's/Firemen's Pension</td>
<td>1,261,212</td>
<td>0</td>
<td>(486,113)</td>
<td>-38.54%</td>
</tr>
<tr>
<td>733 Policemen's/Firemen's Pension-345</td>
<td>6,139,716</td>
<td>(730,911)</td>
<td>(4,318,629)</td>
<td>-70.34%</td>
</tr>
<tr>
<td>736 Public Employees Health Care</td>
<td>11,000</td>
<td>569</td>
<td>1,749</td>
<td>15.90%</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>641,801</td>
<td>1,734</td>
<td>5,922</td>
<td>0.92%</td>
</tr>
</tbody>
</table>

11/17/2008

* See Notes on Page 7
City of Jackson
Notes to Revenue & Expenditure Summaries
As of and For the 4 Months Ended October 31, 2008

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: Budget amendments are pending that will eliminate these variances.
December 3, 2008

DANGEROUS BUILDING REPORT
COVER SHEET

This month’s Dangerous Building report summarizes the current status of all dangerous or unsafe structures as referenced in Chapter 17 of the City Code of Ordinances.

Page 1  Dangerous Building Summary Sheet
Page 2  Property Address/Type/Designation/Deed Holder Illustration
Pages 3 – 4  Properties scheduled for the December 19, 2008, BCBA meeting
Pages 5 – 6  Properties granted extensions by the BCBA
Pages 7 – 8  Properties issued an Official Notice and Order and scheduled for a future BCBA meeting
Page 9  Properties tentatively scheduled for a future BCBA meeting
Page 10 – 11  Properties with outstanding Notice and Orders UPHELD, Awaiting Demolition
Page 12  Properties pending reconsideration from the BCBA
Page 13  Properties pending court action
Page 14  Properties released from BCBA

If you have any comments or would like to make any suggestions on how we can improve this report please contact Sheila Prater at (517) 788-4012.

Respectfully,

Frank Donovan
Chief Building Official

FD/smp
## CITY OF JACKSON
### DANGEROUS BUILDING REPORT SUMMARY SHEET

<table>
<thead>
<tr>
<th>Category</th>
<th>Jul-08</th>
<th>Aug-08</th>
<th>Sep-08</th>
<th>Nov-08</th>
<th>Dec-08</th>
</tr>
</thead>
<tbody>
<tr>
<td>PROPERTIES CONDEMNED THIS MONTH</td>
<td>2</td>
<td>11</td>
<td>4</td>
<td>11</td>
<td>5</td>
</tr>
<tr>
<td>YEAR TO DATE</td>
<td>11</td>
<td>22</td>
<td>26</td>
<td>37</td>
<td>42</td>
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<tr>
<td>PROPERTIES DEMOLISHED THIS MONTH</td>
<td>0</td>
<td>1 (owner)</td>
<td>0</td>
<td>0</td>
<td>0</td>
</tr>
<tr>
<td>YEAR TO DATE</td>
<td>7</td>
<td>8</td>
<td>8</td>
<td>8</td>
<td>8</td>
</tr>
<tr>
<td>PROPERTIES SCHEDULED FOR NEXT BCBA MEETING (Page 3-4)</td>
<td>5</td>
<td>7</td>
<td>6</td>
<td>6</td>
<td>13</td>
</tr>
<tr>
<td>YEAR TO DATE</td>
<td>5</td>
<td>12</td>
<td>18</td>
<td>24</td>
<td>37</td>
</tr>
<tr>
<td>PROPERTIES GRANTED EXTENSION FROM BCBA (Page 5-6)</td>
<td>8</td>
<td>1</td>
<td>1</td>
<td>2</td>
<td>5</td>
</tr>
<tr>
<td>YEAR TO DATE</td>
<td>53</td>
<td>54</td>
<td>55</td>
<td>57</td>
<td>62</td>
</tr>
<tr>
<td>PROPERTIES SCHEDULED FOR A FUTURE BCBA MEETING (Page 7-8)</td>
<td>3</td>
<td>2</td>
<td>5</td>
<td>11</td>
<td>12</td>
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<tr>
<td>YEAR TO DATE</td>
<td>3</td>
<td>5</td>
<td>10</td>
<td>21</td>
<td>33</td>
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<tr>
<td>PROPERTIES TENTATIVELY SCHEDULED FOR FUTURE MEETING (Page 9)</td>
<td>8</td>
<td>12</td>
<td>14</td>
<td>15</td>
<td>8</td>
</tr>
<tr>
<td>YEAR TO DATE</td>
<td>42</td>
<td>54</td>
<td>68</td>
<td>83</td>
<td>91</td>
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<tr>
<td>PROPERTIES WITH NOTICE AND ORDER UPHELD (Page 10-11)</td>
<td>9</td>
<td>8</td>
<td>9</td>
<td>9</td>
<td>9</td>
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<tr>
<td>YEAR TO DATE</td>
<td>42</td>
<td>50</td>
<td>59</td>
<td>68</td>
<td>77</td>
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<tr>
<td>PROPERTIES PENDING RECONSIDERATION FROM BCBA (Page 12)</td>
<td>1</td>
<td>1</td>
<td>0</td>
<td>0</td>
<td>0</td>
</tr>
<tr>
<td>YEAR TO DATE</td>
<td>8</td>
<td>9</td>
<td>9</td>
<td>9</td>
<td>9</td>
</tr>
<tr>
<td>PROPERTIES PENDING COURT ACTION (Page 13)</td>
<td>3</td>
<td>2</td>
<td>2</td>
<td>2</td>
<td>2</td>
</tr>
<tr>
<td>YEAR TO DATE</td>
<td>14</td>
<td>16</td>
<td>18</td>
<td>20</td>
<td>22</td>
</tr>
<tr>
<td>PROPERTIES RELEASED FROM BCBA (Page 14)</td>
<td>2</td>
<td>4</td>
<td>3</td>
<td>4</td>
<td>2</td>
</tr>
<tr>
<td>YEAR TO DATE</td>
<td>7</td>
<td>11</td>
<td>14</td>
<td>18</td>
<td>20</td>
</tr>
</tbody>
</table>
PROPERTY ADDRESS/TYPE/DESIGNATION/DEED HOLDER ILLUSTRATION

1005 E Ganson St (7-0763)  Property Address and Stencil
Kimberly Powell  Deed Holder
(4 – CDBG) (Fire) – House (R)  Area/CBDG or Citywide (CW)
Complainant  Type of Structure
Designation (R) = Rental and (O) = Owner Occupied
## CITY OF JACKSON

### PROPERTIES SCHEDULED FOR THE DECEMBER 19, 2008, BCBA MEETING

<table>
<thead>
<tr>
<th>Property Address/Type/Designation</th>
<th>BCBA Activity</th>
<th>Summary of Activities thru 11/30/08</th>
</tr>
</thead>
<tbody>
<tr>
<td>916 Francis St (5-0630) Vicki Gordon (5 – CDBG) (Staff) – Garage</td>
<td>12/19/08 – New Case</td>
<td>8/22/08 Condemned; Structure open and entry door; roof is rotting.</td>
</tr>
<tr>
<td>1005 E Ganson St (7-0763) Kimberly Powell (4 – CDBG) (Fire) – House (R)</td>
<td>11/21/08 BCBA continued until 12/19/08 to allow owner time to finish repairs.</td>
<td>12/12/07 Condemned; Fire damage to living room floor; smoke damage throughout; Chapter 14 Housing Code violations. Permit Information – PB080161 5/1/08 (remodel), PP080125 5/19/08.</td>
</tr>
<tr>
<td>1223 Maple Ave (4-0939) Elisabeth McKinch (34 – CDBG) (Staff) – House (R)</td>
<td>12/19/08 – New Case</td>
<td>8/18/08 Condemned; Structure open and accessible at door to basement at back of house; foundation deteriorated and decayed.</td>
</tr>
<tr>
<td>310 W Mason St (4-0331) Esther Cox (33 – CDBG) (JPD) – House (R)</td>
<td>12/19/08 – New Case</td>
<td>8/14/08 Condemned; Structure open and accessible, back door open and back windows broken.</td>
</tr>
<tr>
<td>316 W Mason St (4-0337) Robert/Sarah Cain (33 – CDBG) (JFD) – House (R)</td>
<td>12/19/08 - New Case</td>
<td>9/26/08 Condemned; Back porch and back side of house damaged by fire.</td>
</tr>
<tr>
<td>416 W North St (1-0504) Michael Schmall (new owner 7/08) Don Wood (new owner 3/08) Peggy Winters (1 – CDBG) (Staff) – House (R)</td>
<td>10/17/08 BCBA continued until 12/19/08 to allow new owner time to finish repairs on exterior and start on interior.</td>
<td>12/15/06 Condemned; Structure open and accessible; unfit for human habitation; Chapter 14 Housing Code violations. 6/14/07 bank will request bids for repairing and demolition. Redemption to expire 12/6/07. 10/18/07 new listing agent trying to sell as a package with another property. 1/17/08 property now listed for sale. 2/15/08 closing will take place within next month. 3/28/08 hoping to be finished with all repairs by end of summer. Permit Information – PB080410 8/25/08 (siding).</td>
</tr>
<tr>
<td>510-12 Oakhill Ave (2-0953) Tracy Kofflin (1 – CDBG) (Staff) – Porch</td>
<td>12/19/08 - New Case</td>
<td>8/29/08 Condemned; East porch foundation and support columns are collapsing; roof in danger of falling.</td>
</tr>
</tbody>
</table>
## CITY OF JACKSON

### PROPERTIES SCHEDULED FOR THE DECEMBER 19, 2008, BCBA MEETING (CONTINUED)

<table>
<thead>
<tr>
<th>Property Address/Type/Designation</th>
<th>BCBA Activity</th>
<th>Summary of Activities thru 11/30/08</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>518 Oakhill Ave (2-0957)</strong></td>
<td>12/19/08 – New Case</td>
<td>8/22/08 Condemned; Stairs ready to collapse.</td>
</tr>
<tr>
<td>Jacqueline Carter</td>
<td></td>
<td></td>
</tr>
<tr>
<td>(1 – CDBG) (Staff) – Stairs</td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>410 N Park Ave (7-0258)</strong></td>
<td>12/19/08 – New Case</td>
<td>8/7/08 Condemned; Structure open and accessible, broken 1st floor window, basement window and unsecured door at lean to entry to house.</td>
</tr>
<tr>
<td>Bruce Wilson</td>
<td></td>
<td></td>
</tr>
<tr>
<td>(4 – CDBG) (Staff) – House (R)</td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>1615 Plymouth St (6-1233)</strong></td>
<td>10/17/08 BCBA continued until 12/19/08</td>
<td>12/20/07 Condemned; Smoke, fire and water damage throughout.</td>
</tr>
<tr>
<td>Bettie Talbert</td>
<td></td>
<td>4/18/08 owner has hired contractor and is waiting for him to finish.</td>
</tr>
<tr>
<td>(6 – CDBG) (Fire) – House (O)</td>
<td></td>
<td>Permit Information – PB080318 (remodel) 7/3/08.</td>
</tr>
<tr>
<td><strong>416 Wilson St (6-0320)</strong></td>
<td>12/19/08 – New Case</td>
<td>9/4/08 Condemned; Structure open and accessible at windows and doors on first floor and open window on second floor.</td>
</tr>
<tr>
<td>Melissa Wallace</td>
<td></td>
<td></td>
</tr>
<tr>
<td>(6 – CDBG) (JPD) – House (R)</td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>502 Wilson St (6-0319)</strong></td>
<td>12/19/08 – New Case</td>
<td>9/4/08 Condemned; Structure open and accessible, open at back door and open window at northwest side; Incomplete construction, siding missing.</td>
</tr>
<tr>
<td>Bryan Haywood</td>
<td></td>
<td></td>
</tr>
<tr>
<td>(6 – CDBG) (JPD) – House (O)</td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>1228 Woodbridge St (4-1326)</strong></td>
<td>12/19/08 – New Case</td>
<td>9/26/08 Condemned; Structure open and accessible, broken window on front porch, broken windows on south side of house, broken window on west side of house, open door on west side of house.</td>
</tr>
<tr>
<td>Eugene Forner</td>
<td></td>
<td></td>
</tr>
<tr>
<td>(26 – CDBG) (DPW) – House (O)</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Property Address/Type/Designation</td>
<td>Deed Holder</td>
<td>BCBA Activity</td>
</tr>
<tr>
<td>----------------------------------</td>
<td>-------------</td>
<td>---------------</td>
</tr>
</tbody>
</table>

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Page 4
## CITY OF JACKSON

### PROPERTIES GRANTED EXTENSIONS BY THE BCBA

<table>
<thead>
<tr>
<th>Property Address/Type/Designation</th>
<th>BCBA Activity</th>
<th>Summary of Activities thru 11/30/08</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>209 W Franklin St (4-0242)</strong></td>
<td>11/21/08 BCBA continued until 1/23/09 to allow owner time to repair.</td>
<td>9/4/08 Condemned; Improper support of rear landing for upper unit access.</td>
</tr>
<tr>
<td>Gregory Franklin Services LLC</td>
<td></td>
<td></td>
</tr>
<tr>
<td>(3 – CDBG) (Staff) – Stairs</td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>316 N Grinnell St (2-0787)</strong></td>
<td>11/21/08 BCBA continued until 1/23/09 to allow owner time to repair.</td>
<td>8/27/08 Condemned; House is deteriorated and decayed, roof is beyond salvage.</td>
</tr>
<tr>
<td>Donald Kallio</td>
<td></td>
<td></td>
</tr>
<tr>
<td>(19 – CW) (DPW) – House (O)</td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>943 Maple Ave (4-0852)</strong></td>
<td>11/21/08 BCBA continued until 2/20/09 to allow owner time to finish interior.</td>
<td>10/31/05 Condemned; open and accessible; unfit for human habitation; Chapter 14 Housing Code violations. 5/18/06 owner has applied for rehab. 7/20/06 should be finished within 3 months. 8/17/06 owner still awaiting rehab loan through Community Development. 10/19/06 owner would like 2 months 2 complete. 11/30/06 per inspector Building permit has been issued, no inspections. 4/19/07 Plumbing almost complete should be finished with everything shortly after that. 5/17/07 per Building Inspector owner is making good progress. Exterior to be completed within the next week, once finished will focus on the interior again. 8/16/07 owner has received loan to finish repairs and should be finished in about 30 days. 9/20/07 new bay window installed, bathroom and kitchen sinks installed. Roof should be finished this week, will then move onto drywall. 10/18/07 owner is hoping to be done by Christmas. 12/20/07 owner has lots of material should be finished within 90 days. 1/17/08 owner hoping to finish downstairs in 1 month and will then start on the upstairs. 2/15/08 three rooms dry walled, will schedule inspection before next meeting. 4/18/08 owner is having surgery but will try to keep sons working. Will try and get electrical permit pulled by May 1, 2008. Permit Information – PB060961 11/14/06 (remodel) expired 6/3/08, PP060437 11/13/06 expired 7/16/08, PE080119 5/9/08, PF08020 5/7/08.</td>
</tr>
<tr>
<td>Susan Shanes</td>
<td></td>
<td></td>
</tr>
<tr>
<td>(34 – CDBG) (JPD) – House (O)</td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>800 S Mechanic St (4-0600)</strong></td>
<td>11/21/08 BCBA continued until 2/20/09 to allow owner time to repair.</td>
<td>8/6/08 Condemned; Open and accessible, both doors and upper windows of unit 802 and north door of unit 803; Unfit for human habitation; need to repair floor in back bathroom on first floor and complete the wall surface repairs in unit 802. Property was previously condemned 11/6/06.</td>
</tr>
<tr>
<td>Gregory Cole</td>
<td></td>
<td></td>
</tr>
<tr>
<td>(3 – CDBG) (JPD) – House (R)</td>
<td></td>
<td></td>
</tr>
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</table>
## CITY OF JACKSON

### PROPERTIES GRANED EXTENSIONS BY THE BCBA (CONTINUED)

<table>
<thead>
<tr>
<th>Property Address/Type/Designation</th>
<th>Deed Holder</th>
<th>BCBA Activity</th>
<th>Summary of Activities thru 11/30/08</th>
</tr>
</thead>
<tbody>
<tr>
<td>1514 Plymouth St (6-0515)</td>
<td>Richard Ehnis (new owner 10/08)</td>
<td>11/21/08 BCBA continued until 2/20/09</td>
<td>1/30/08 Condemned; Structure open and accessible; unfit for human habitation; Chapter 14 Housing Code violations.</td>
</tr>
<tr>
<td></td>
<td>Nathan Brown (new owner 5/08)</td>
<td>to allow new owner time to repair.</td>
<td>Permit Information – PB080195 (remodel) 5/15/08.</td>
</tr>
<tr>
<td></td>
<td>Entrust Great Lakes US FBO (6 – CDBG) (JPD) – House (R)</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Property Address/Type/Designation</td>
<td>Deed Holder</td>
<td>BCBA Activity</td>
<td>Summary of Activities thru 11/30/08</td>
</tr>
<tr>
<td>---------------------------------</td>
<td>-------------</td>
<td>---------------</td>
<td>-----------------------------------</td>
</tr>
</tbody>
</table>

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Page 6
## CITY OF JACKSON

**PROPERTIES ISSUED AN OFFICIAL NOTICE AND ORDER AND SCHEDULED FOR A FUTURE BCBA MEETING**

<table>
<thead>
<tr>
<th>Property Address/Type/Designation</th>
<th>BCBA Hearing Date</th>
<th>Summary of Activities thru 11/30/08</th>
</tr>
</thead>
<tbody>
<tr>
<td>137 Arnold St (8-2217) Galaxy Properties (8 – CDBG) (Health Dept.) – House (O)</td>
<td>1/23/09</td>
<td>10/21/08 Condemned; Structure open and accessible; Support column on front porch is shifting away from building.</td>
</tr>
<tr>
<td>137 Arnold St (8-2217) Galaxy Properties (8 – CDBG) (Health Dept.) - Garage</td>
<td>1/23/09</td>
<td>10/21/08 Condemned; Garage open and accessible.</td>
</tr>
<tr>
<td>320 W Biddle St (4-0549) Deutsche Bank Natl Trust (33 – CDBG) (JPD) – House (R)</td>
<td>1/23/09</td>
<td>10/17/08 Condemned; Structure open and accessible; Unfit for human habitation; Water damage throughout.</td>
</tr>
<tr>
<td>1019 Chitcock Ave (5-0674) Montez/Jennifer Smith (34 – CDBG) (Fire) – House (O)</td>
<td>1/23/09</td>
<td>10/19/08 Condemned; Fire damage throughout; Fire damaged stairway to second floor.</td>
</tr>
<tr>
<td>122 N Dwight St (7-1233) Mervin Halsey (7 – CDBG) (Staff) – House (O)</td>
<td>1/23/09</td>
<td>8/14/08 Condemned; Structure open and accessible, door missing, broken windows, missing basement window, unsecured back door.</td>
</tr>
<tr>
<td>201 Fourth St (3-0167) Caesare Blythe (28 – CDBG) (DPW) – Garage</td>
<td>1/23/09</td>
<td>10/10/08 Condemned; Building appears in danger of collapsing, roof has a large hole, walls are bowing and roof is sagging.</td>
</tr>
<tr>
<td>918-18 ½ Maple Ave (4-0866) John Colvin (34 – CDBG) (Staff) – House (R)</td>
<td>1/23/09</td>
<td>9/19/08 Condemned; Structure open and accessible, broken window on north side and open window on west side of unit.</td>
</tr>
<tr>
<td>328 W Mason St (4-0393) Jermaine Overton (33 – CDBG) (JPD) – House (O)</td>
<td>1/23/09</td>
<td>9/26/08 Condemned; Structure open and accessible at back door.</td>
</tr>
<tr>
<td>309 Montgomery St (1-0375) William Warren (1 – CDBG) (NA) – Foundation</td>
<td>1/23/09</td>
<td>10/29/08 Condemned; Floor of foundation is not safe.</td>
</tr>
</tbody>
</table>
### CITY OF JACKSON

**PROPERTIES ISSUED AN OFFICIAL NOTICE AND ORDER AND SCHEDULED FOR A FUTURE BCBA MEETING (CONTINUED)**

<table>
<thead>
<tr>
<th>Property Address/Type/Designation</th>
<th>BCBA Hearing Date</th>
<th>Summary of Activities thru 11/30/08</th>
</tr>
</thead>
<tbody>
<tr>
<td>1316 Page Ave (6-1523)</td>
<td>1/23/09</td>
<td>10/9/08 Condemned; Structure deteriorated and decayed; collapsing roof, hole in roof on north side; Structure open and accessible; open window on west side, broken window on east side, broken window on north side; Property full of junk.</td>
</tr>
<tr>
<td>Joseph Kurpinski</td>
<td></td>
<td></td>
</tr>
<tr>
<td>(11 – CDBG) (Staff) – House (R)</td>
<td></td>
<td></td>
</tr>
<tr>
<td>1322 Page Ave (6-1524)</td>
<td>1/23/09</td>
<td>10/9/08 Condemned; Structure deteriorated and decayed, walls are falling in, roof is not on structure.</td>
</tr>
<tr>
<td>Joseph Kurpinski</td>
<td></td>
<td></td>
</tr>
<tr>
<td>(11 – CDBG) (Staff) – House (R)</td>
<td></td>
<td></td>
</tr>
<tr>
<td>707 Second St (3-0022)</td>
<td>1/23/09</td>
<td>10/2/08 Condemned; Fire at rear of house and porch area, back porch burnt down.</td>
</tr>
<tr>
<td>US Bank NA</td>
<td></td>
<td></td>
</tr>
<tr>
<td>(33 – CDBG) (Fire) – House (R)</td>
<td></td>
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</tr>
</tbody>
</table>
## Properties Tentatively Scheduled for a Future BCBA Meeting

<table>
<thead>
<tr>
<th>Property Address/Type/Designation</th>
<th>Tentative Hearing Date</th>
<th>Summary of Activities thru 11/30/08</th>
</tr>
</thead>
<tbody>
<tr>
<td>605 W Biddle St (3-1943) Lowe Agnes Pearlina (28 – CDBG) (Council Member) – Porch</td>
<td>1/23/09 (T)</td>
<td>11/26/08 Condemned; Deteriorated porch roof, improper structure support of porch and roof.</td>
</tr>
<tr>
<td>726 N Blackstone St (1-0373) Bonnie Thompson (1 – CDBG) (Staff) - Garage</td>
<td>1/23/09 (T)</td>
<td>10/29/08 Condemned; Roof of garage is decaying beyond repair.</td>
</tr>
<tr>
<td>2005 Francis St (5-1869) Corey/Cynethie Wheeler (18 – CDBG) (Staff) – House (R)</td>
<td>1/23/09 (T)</td>
<td>10/17/08 Condemned; Open and accessible; Unfit for human habitation.</td>
</tr>
<tr>
<td>226 E High St (5-1223) Stephen/Theresa Sloan (5 – CDBG) (Staff) – Garage</td>
<td>1/23/09 (T)</td>
<td>11/26/08 Condemned; Garage is collapsing.</td>
</tr>
<tr>
<td>732 Irving St (8-2302) MI Seven LLC (8 – CDBG) (NA) – Chimney</td>
<td>1/23/09 (T)</td>
<td>11/24/08 Condemned; Chimney is pulling away from house.</td>
</tr>
<tr>
<td>726 John St (1-0394) Kristen Sackett (1 – CDBG) (Staff) - Porch</td>
<td>1/23/09 (T)</td>
<td>10/29/08 Condemned; Front porch roof is supported by temporary measures only.</td>
</tr>
<tr>
<td>414 N Van Dom St (7-0248) Roberta Bowser (4 – CDBG) (Staff) – Garage</td>
<td>1/23/09 (T)</td>
<td>11/24/08 Condemned; Roof deteriorated and decayed, roof is collapsing and has holes in it; Siding needs to be replaced.</td>
</tr>
<tr>
<td>1045 Williams St (4-0926) James Hulett (34 – CDBG) (Staff) – Garage</td>
<td>1/23/09 (T)</td>
<td>11/26/08 Condemned; Roof is deteriorated and decayed, rotting and has holes in it.</td>
</tr>
</tbody>
</table>
## CITY OF JACKSON

### PROPERTIES WITH OUTSTANDING NOTICE AND ORDERS UPHELD, AWAITING DEMOLITION

<table>
<thead>
<tr>
<th>Property Address/Type/Designation Upheld</th>
<th>Bids Requested</th>
<th>Bids Received</th>
<th>Bids Awarded</th>
<th>Scheduled Demolition</th>
<th>Summary of Activities thru 11/30/08</th>
</tr>
</thead>
<tbody>
<tr>
<td>Deed Holder Date</td>
<td>Requested</td>
<td>Received</td>
<td>Awarded</td>
<td>Demolition</td>
<td></td>
</tr>
<tr>
<td>939 Chittock Ave (5-0649) 3/15/07</td>
<td>11/8/06 Condemned; Structure open and accessible at rear door; all cooper has been striped out of house; Chapter 14 Housing Code violations.</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>Trainor Financial LLC (new owner 10/07)</strong> Jackson County Treasurer (new owner 6/07)</td>
<td>5/4/07 – Inspection Department to inspect for updated status.</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Destiny Ventures LLC (34 – CDBG) (Staff) – House (R)</td>
<td><strong>6/29/07</strong> – Property now owned by County of Jackson, per Building Official we cannot take action on County owned properties.</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>220 S Dwight St (6-0904) 2/15/08 3/12/08 3/24/08</td>
<td>10/19/07 Condemned; Open and accessible; Unfit for human habitation; Chapter 14 Housing Code violations.</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>William/Kristy Denman (11 – CDBG) (NA) – House (R)</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>704 First St (3-0023) 4/18/08 5/20/08 6/5/08</td>
<td>1/31/08 Condemned; Lower unit open and accessible; Fire damage in upper unit; Chapter 14 Housing Code violations.</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Lamar Jackson (33 – CDBG) (Staff) – House (R)</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>508 N Francis St (7-0070) 12/14/06 1/9/07 1/24/07</td>
<td>7/10/06 Condemned; Structure open and accessible; trash and debris throughout; gas and electric shut off; Chapter 14 Housing Code violations.</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>Jeffrey/Ryan Anderson (new owner 8/07)</strong> Tracie Vierk (4 – CDBG) (JPD) – House (R)</td>
<td>11/16/06 ownership issues on this property. 5/4/07 Owner has been trying to contact Building Official to discuss repairs.</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>815 Francis St (5-0589) 9/20/07</td>
<td>3/7/07 Condemned; Smoke, fire and water damage to upper unit; water damage to lower unit; Chapter 14 Housing Code violations.</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>Christopher Robinson (new owner 3/07)</strong> Hasche LLC Etal (3 – CDBG) (Fire) – House (R)</td>
<td><strong>No contact from owner.</strong></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>107 E Ganson St (7-0134) 7/18/08</td>
<td>10/4/07 Condemned; Fire, smoke and water damage throughout structure; Chapter 14 Housing Code violations.</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Herbert Christopher (4 – CDBG) (Fire) – House (R)</td>
<td>2/15/08 owner is awaiting Insurance settlement. 4/18/08 owner working with attorney regarding ownership issues.</td>
<td></td>
<td></td>
<td></td>
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</tr>
<tr>
<td></td>
<td><strong>7/22/08 received ACT 495 funds.</strong></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Property Address/Type/Designation Upheld</td>
<td>Deed Holder</td>
<td>Date</td>
<td>Bids Requested</td>
<td>Bids Received</td>
<td>Bids Awarded</td>
</tr>
<tr>
<td>----------------------------------------</td>
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<td>--------------</td>
<td>-------------</td>
</tr>
<tr>
<td>137 W Mason St (4-0785)</td>
<td>Eric/Laura Springborn (3 – CDBG) (Staff) – House (R)</td>
<td>10/17/08</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>611 W Morrell St (3-2064)</td>
<td>John/Patricia Grzesikowski (28 – CDBG) (Fire) – House (O)</td>
<td>6/20/08</td>
<td>7/21/08</td>
<td></td>
<td></td>
</tr>
<tr>
<td>918-20 Williams St (4-0698)</td>
<td>Countywide Bank (34 – CDBG) (DPW) – House (R)</td>
<td>12/14/06</td>
<td>1/9/07</td>
<td>1/24/07</td>
<td></td>
</tr>
</tbody>
</table>
CITY OF JACKSON

PROPERTIES PENDING RECONSIDERATION FROM THE BCBA

<table>
<thead>
<tr>
<th>Property Address/Type/Designation</th>
<th>Deed Holder</th>
<th>BCBA Activity</th>
<th>Summary of Activities thru 11/30/08</th>
</tr>
</thead>
</table>

=============================================================================================================================
### CITY OF JACKSON

#### PROPERTIES PENDING COURT ACTION

<table>
<thead>
<tr>
<th>Property Address/Type/Designation</th>
<th>Upheld</th>
<th>Deed Holder</th>
<th>Date</th>
<th>Bids Requested</th>
<th>Bids Received</th>
<th>Bids Awarded</th>
<th>Scheduled Demolition</th>
<th>Summary of Activities thru 11/30/08</th>
</tr>
</thead>
<tbody>
<tr>
<td>204 E Prospect St (5-1894.1)</td>
<td></td>
<td>Golden Gibson (new owner 6/07)</td>
<td>1/18/07</td>
<td>7/5/06</td>
<td>Condemned; Exterior siding burned; windows broken out; door damaged; walls, ceilings and floor joists damaged; smoke and water damage throughout; gas and electric shut off; trash and debris throughout. 10/19/06 owner (Maurice Harrell) is working on redeeming house, once he does he will start repairs. 5/4/07 New owner given time by court to pull permits and repair. Permit Information – PB070167 (repair) 5/11/07, PE070258 7/25/07.</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Federal National Mortgage Assn (new owner 7/06)</td>
<td></td>
<td>Flagstar Bank</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>605 Williams St (4-0777)</td>
<td></td>
<td>Starting Point Financial</td>
<td>4/22/04</td>
<td>04/23/04</td>
<td>05/19/04</td>
<td></td>
<td>6/5/03 Condemned; fire damage throughout structure. 9/18/03 Notice and Order UPHELD. Demolition never done. 4/22/04 Notice and Order UPHELD – Demolition never done due to restraining order. We do have ACT 495 insurance money. 5/12/04 Restraining order filed by owner’s attorney. 6/28/04 owner pulled remodel permit. 12/13/04 Permit #13420 abandoned by owner. 1/26/05 – Injunction issued with court date of 2/18/05. Court granted extension until 4/29/05. 5/5/05 work started, good progress being made on exterior, roof finished, siding started and new electrical service. <strong>Property still in court.</strong></td>
<td></td>
</tr>
<tr>
<td>Property Address/Type/Designation</td>
<td>Deed Holder</td>
<td>Release Date</td>
<td>Summary of Activities thru 11/30/08</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>-----------------------------------</td>
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<td>--------------</td>
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<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>1409 Floral Ave (8-0984.05)</td>
<td>Melinda Watts (29 – CDBG) (Neighbor) – House (O)</td>
<td>10/28/08</td>
<td>Property repaired by owner.</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>202-04 Third St (3-0168)</td>
<td>Jacqueline Carter (28 – CDBG) (Staff) – House (R)</td>
<td>11/12/08</td>
<td>Property repaired by owner.</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>
December 5, 2008

TO: William R. Ross, City Manager

FROM: Carol L. Konieczki, Community Development Director

RE: CDBG Financial Summary through October 2008

Attached is a Financial Summary for the CDBG funds through October 2008.

Please place this item for consideration on the December 16, 2008 City Council agenda.

Cc: Michelle Pultz, Project Coordinator

CLK: hls
## Public Services

<table>
<thead>
<tr>
<th>Project Description</th>
<th>FY 2007/2008 Expended Prior Year</th>
<th>FY 2007/2008 Actual Month-to-Date</th>
<th>FY 2007/2008 Actual Year-to-Date</th>
<th>FY 2008/2009 Actual Year-to-Date</th>
<th>Total Funds Expended-To-Date</th>
<th>Balance</th>
<th>Percent Expended-To-Date</th>
</tr>
</thead>
<tbody>
<tr>
<td>1 American Red Cross</td>
<td>3,000</td>
<td>2,033</td>
<td>275</td>
<td>2,308</td>
<td>692</td>
<td>77%</td>
<td></td>
</tr>
<tr>
<td></td>
<td>FY 2008/2009</td>
<td></td>
<td></td>
<td></td>
<td>2,000</td>
<td>0%</td>
<td></td>
</tr>
<tr>
<td>2 Big Brothers Big Sisters</td>
<td>2,000</td>
<td></td>
<td></td>
<td></td>
<td>2,000</td>
<td>100%</td>
<td></td>
</tr>
<tr>
<td>3 Center for Family Health</td>
<td>25,000</td>
<td></td>
<td></td>
<td></td>
<td>25,000</td>
<td>0%</td>
<td></td>
</tr>
<tr>
<td>4 Fair Housing Services (FY 2004/2005)</td>
<td>10,000</td>
<td></td>
<td></td>
<td></td>
<td>10,000</td>
<td>0%</td>
<td></td>
</tr>
<tr>
<td>5 Family Services &amp; Children's Aid</td>
<td>5,000</td>
<td></td>
<td></td>
<td></td>
<td>5,000</td>
<td>0%</td>
<td></td>
</tr>
<tr>
<td>6 Florence Crittenton - Male Transition Program</td>
<td>FY 2007/2008</td>
<td>4,788</td>
<td>3,961</td>
<td>827</td>
<td>4,788</td>
<td>-</td>
<td>100%</td>
</tr>
<tr>
<td></td>
<td>FY 2008/2009</td>
<td>2,500</td>
<td></td>
<td></td>
<td>2,500</td>
<td>0%</td>
<td></td>
</tr>
<tr>
<td>7 Florence Crittenton - Reporting Center for Youth</td>
<td>FY 2007/2008</td>
<td>5,400</td>
<td>2,119</td>
<td></td>
<td>2,119</td>
<td>3,281</td>
<td>39%</td>
</tr>
<tr>
<td></td>
<td>FY 2008/2009</td>
<td>3,000</td>
<td></td>
<td></td>
<td>3,000</td>
<td>0%</td>
<td></td>
</tr>
<tr>
<td>8 Human Relations Comm (Cool Cities Youth Council)</td>
<td>FY 2007/2008</td>
<td>5,000</td>
<td>1,739</td>
<td></td>
<td>1,739</td>
<td>3,261</td>
<td>35%</td>
</tr>
<tr>
<td></td>
<td>FY 2008/2009</td>
<td>1,000</td>
<td></td>
<td></td>
<td>1,000</td>
<td>0%</td>
<td></td>
</tr>
<tr>
<td>9 Jackson Affordable Housing Programs</td>
<td>FY 2007/2008</td>
<td>29,200</td>
<td>24,419</td>
<td></td>
<td>28,098</td>
<td>1,102</td>
<td>96%</td>
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<tr>
<td></td>
<td>FY 2008/2009</td>
<td>30,273</td>
<td>521</td>
<td>1,522</td>
<td>1,522</td>
<td>28,751</td>
<td>5%</td>
</tr>
<tr>
<td>10 Jackson School of the Arts</td>
<td>1,500</td>
<td></td>
<td></td>
<td></td>
<td>1,500</td>
<td>0%</td>
<td></td>
</tr>
<tr>
<td>11 Legal Services of SE Michigan (FY 2007/2008)</td>
<td>FY 2007/2008</td>
<td>1,500</td>
<td>128</td>
<td></td>
<td>212</td>
<td>1,288</td>
<td>14%</td>
</tr>
<tr>
<td></td>
<td>FY 2008/2009</td>
<td>5,000</td>
<td></td>
<td></td>
<td>5,000</td>
<td>0%</td>
<td></td>
</tr>
<tr>
<td>12 MLK Summer Program</td>
<td>FY 2007/2008</td>
<td>35,000</td>
<td></td>
<td></td>
<td>35,000</td>
<td>0%</td>
<td>100%</td>
</tr>
<tr>
<td>13 Neighborhood Resource Centers</td>
<td>FY 2007/2008</td>
<td>15,000</td>
<td>13,326</td>
<td></td>
<td>15,000</td>
<td>-</td>
<td>100%</td>
</tr>
<tr>
<td></td>
<td>FY 2008/2009</td>
<td>12,000</td>
<td>779</td>
<td>2,169</td>
<td>2,169</td>
<td>9,831</td>
<td>18%</td>
</tr>
<tr>
<td>14 Northeast School Dental Clinic (FY 2005/2006)</td>
<td>FY 2007/2008</td>
<td>25,000</td>
<td>24,896</td>
<td></td>
<td>24,896</td>
<td>104</td>
<td>100%</td>
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<tr>
<td>15 Partnership Park-After School Programs</td>
<td>FY 2007/2008</td>
<td>5,000</td>
<td>251</td>
<td>1,522</td>
<td>1,522</td>
<td>28,751</td>
<td>5%</td>
</tr>
<tr>
<td></td>
<td>FY 2008/2009</td>
<td>1,500</td>
<td></td>
<td></td>
<td>1,500</td>
<td>0%</td>
<td></td>
</tr>
<tr>
<td>17 Salvation Army - Heating Assistance</td>
<td>FY 2007/2008</td>
<td>68,108</td>
<td>60,000</td>
<td></td>
<td>60,000</td>
<td>8,108</td>
<td>88%</td>
</tr>
<tr>
<td></td>
<td>FY 2008/2009</td>
<td>63,000</td>
<td></td>
<td></td>
<td>63,000</td>
<td>0%</td>
<td></td>
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<tr>
<td>18 United Way - 211 Services</td>
<td>FY 2007/2008</td>
<td>10,000</td>
<td></td>
<td></td>
<td>2,500</td>
<td>7,500</td>
<td>25%</td>
</tr>
<tr>
<td>19 Administration &amp; Planning</td>
<td>FY 2007/2008</td>
<td>344,100</td>
<td>200,627</td>
<td>18,259</td>
<td>277,602</td>
<td>66,498</td>
<td>81%</td>
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<tr>
<td></td>
<td>FY 2008/2009</td>
<td>248,600</td>
<td></td>
<td></td>
<td>248,600</td>
<td>0%</td>
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<tr>
<td>** Other Projects**</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>20 City Code Enforcement Division</td>
<td>FY 2007/2008</td>
<td>532,545</td>
<td>416,531</td>
<td>35,554</td>
<td>116,014</td>
<td>532,545</td>
<td>-</td>
</tr>
<tr>
<td></td>
<td>FY 2008/2009</td>
<td>500,000</td>
<td></td>
<td></td>
<td>36,470</td>
<td>463,530</td>
<td>7%</td>
</tr>
<tr>
<td>21 City Housing Rehabilitation Projects:</td>
<td>FY 2005/2006</td>
<td>292,000</td>
<td>209,612</td>
<td></td>
<td>52,448</td>
<td>262,060</td>
<td>29,940</td>
</tr>
<tr>
<td></td>
<td>FY 2006/2007</td>
<td>59,000</td>
<td></td>
<td></td>
<td>59,000</td>
<td>0%</td>
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</tr>
<tr>
<td></td>
<td>FY 2007/2008</td>
<td>309,035</td>
<td></td>
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<td>309,035</td>
<td>0%</td>
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</tr>
<tr>
<td></td>
<td>FY 2008/2009</td>
<td>158,980</td>
<td></td>
<td></td>
<td>158,980</td>
<td>0%</td>
<td></td>
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<tr>
<td>22 City Emergency Hazard Repair Program</td>
<td>FY 2007/2008</td>
<td>50,000</td>
<td>11,446</td>
<td></td>
<td>31,609</td>
<td>43,055</td>
<td>6,945</td>
</tr>
<tr>
<td></td>
<td>FY 2008/2009</td>
<td>75,000</td>
<td></td>
<td></td>
<td>75,000</td>
<td>0%</td>
<td></td>
</tr>
<tr>
<td>23 New Neighbor Program (FY 2005/2006)</td>
<td>60,000</td>
<td>58,755</td>
<td>559</td>
<td>4,462</td>
<td>63,217</td>
<td>16,783</td>
<td>79%</td>
</tr>
<tr>
<td>24 World Changers</td>
<td>FY 2007/2008</td>
<td>45,000</td>
<td>32,829</td>
<td>898</td>
<td>3,151</td>
<td>35,980</td>
<td>9,020</td>
</tr>
<tr>
<td></td>
<td>FY 2008/2009</td>
<td>38,250</td>
<td></td>
<td></td>
<td>38,250</td>
<td>0%</td>
<td></td>
</tr>
</tbody>
</table>
# City of Jackson

## Community Development Block Grant

### Monthly Financial Summary

For the Four Months Ended October 31, 2008

<table>
<thead>
<tr>
<th></th>
<th>Budgeted</th>
<th>Expended</th>
<th>Actual Prior Year</th>
<th>Actual Month-to-Date</th>
<th>Actual Year-to-Date</th>
<th>Total Funds Expended-to-Date</th>
<th>Balance</th>
<th>Percent Spent</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Spring Cleanup</strong></td>
<td>5,000</td>
<td>4,288</td>
<td>-</td>
<td>-</td>
<td>4,288</td>
<td>572</td>
<td>89%</td>
<td></td>
</tr>
<tr>
<td><strong>City Rehab Administration (Denied Loans)</strong></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>FY 2007/2008</td>
<td>1,000</td>
<td>331</td>
<td>575</td>
<td>669</td>
<td>1,000</td>
<td>-</td>
<td>100%</td>
<td></td>
</tr>
<tr>
<td>FY 2008/2009</td>
<td>3,000</td>
<td>-</td>
<td>48</td>
<td>502</td>
<td>502</td>
<td>2,498</td>
<td>17%</td>
<td></td>
</tr>
<tr>
<td><strong>22 Downtown Development Authority - Façade Loans</strong></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>FY 2006/2007</td>
<td>60,000</td>
<td>38,000</td>
<td>-</td>
<td>19,820</td>
<td>57,820</td>
<td>2,180</td>
<td>96%</td>
<td></td>
</tr>
<tr>
<td>FY 2007/2008</td>
<td>15,000</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>15,000</td>
<td>0%</td>
<td></td>
</tr>
<tr>
<td>FY 2008/2009</td>
<td>18,000</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>18,000</td>
<td>0%</td>
<td></td>
</tr>
<tr>
<td><strong>23 John George Home - building repairs</strong></td>
<td>50,000</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>50,000</td>
<td>0%</td>
<td></td>
</tr>
<tr>
<td><strong>24 Grace Haven - shelter repairs</strong></td>
<td>18,000</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>18,000</td>
<td>0%</td>
<td></td>
</tr>
<tr>
<td><strong>25 Michigan Theater - plumbing repairs</strong></td>
<td>4,000</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>4,000</td>
<td>0%</td>
<td></td>
</tr>
<tr>
<td><strong>26 Jackson Friendly Home - elevator</strong></td>
<td>30,000</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>30,000</td>
<td>0%</td>
<td></td>
</tr>
<tr>
<td><strong>27 Street Construction - Milwaukee (FY 2006/2007)</strong></td>
<td>98,000</td>
<td>78,152</td>
<td>-</td>
<td>-</td>
<td>78,152</td>
<td>19,848</td>
<td>80%</td>
<td></td>
</tr>
<tr>
<td><strong>28 Street Construction - High to Morrell (FY 2006/2007)</strong></td>
<td>398,000</td>
<td>322,720</td>
<td>-</td>
<td>-</td>
<td>322,720</td>
<td>75,280</td>
<td>81%</td>
<td></td>
</tr>
<tr>
<td><strong>29 Street Construction - Elm (FY 2006/2007)</strong></td>
<td>99,400</td>
<td>60,953</td>
<td>-</td>
<td>-</td>
<td>60,953</td>
<td>38,447</td>
<td>61%</td>
<td></td>
</tr>
<tr>
<td><strong>30 Rotary Park Improvements</strong></td>
<td>35,000</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>35,000</td>
<td>0%</td>
<td></td>
</tr>
<tr>
<td><strong>31 Public Works - curb ramps</strong></td>
<td>40,000</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>40,000</td>
<td>0%</td>
<td></td>
</tr>
<tr>
<td><strong>32 Tree Removal/Replacement</strong></td>
<td>25,000</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>25,000</td>
<td>0%</td>
<td></td>
</tr>
<tr>
<td><strong>33 Enterprise Group - Operations (FY 2006/2007)</strong></td>
<td>7,500</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>7,500</td>
<td>0%</td>
<td></td>
</tr>
<tr>
<td><strong>34 Job Creation Loans (FY 2006/2007)</strong></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>FY 2006/2007</td>
<td>30,000</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>30,000</td>
<td>0%</td>
<td></td>
</tr>
<tr>
<td>FY 2008/2009</td>
<td>34,000</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>34,000</td>
<td>0%</td>
<td></td>
</tr>
<tr>
<td><strong>35 Enterprise Group-Incubator Bldg Imp (FY 2006/2007)</strong></td>
<td>18,000</td>
<td>6,926</td>
<td>-</td>
<td>-</td>
<td>6,926</td>
<td>11,074</td>
<td>38%</td>
<td></td>
</tr>
<tr>
<td><strong>36 Riverwalk Project (FY 2005/2006)</strong></td>
<td>70,000</td>
<td>27,480</td>
<td>-</td>
<td>-</td>
<td>27,480</td>
<td>42,520</td>
<td>39%</td>
<td></td>
</tr>
<tr>
<td><strong>37 Acquisition/Demolition - CAA (FY 2005/2006)</strong></td>
<td>259,103</td>
<td>235,603</td>
<td>-</td>
<td>-</td>
<td>235,603</td>
<td>23,500</td>
<td>91%</td>
<td></td>
</tr>
<tr>
<td><strong>38 Demolitions - Building Inspection (FY 2005/2006)</strong></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>FY 2005/2006</td>
<td>40,846</td>
<td>20,795</td>
<td>-</td>
<td>-</td>
<td>20,795</td>
<td>20,051</td>
<td>51%</td>
<td></td>
</tr>
<tr>
<td>FY 2007/2008</td>
<td>48,046</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>48,046</td>
<td>0%</td>
<td></td>
</tr>
</tbody>
</table>

**NOTE:** All funds are FY 2008/2009 allocations unless otherwise indicated
December 10, 2008

Ms. Lynn Fessel, City Clerk
161 W. Michigan Avenue
Jackson, MI 49201

Dear Lynn;

Please place on the agenda for Tuesday, December 16, 2008, the following item:

Request to establish January 20, 2009, in the City Council Chambers, as the time and place to hold the public hearing of necessity for the 2008-2009 meterless parking special assessment roll.

Very truly yours,

C. Jan Markowski
City Assessor

CJM/dbk

Copy: Sharon Hasen, Secretary to the City Manager
Jon Dowling, City Engineer
Bob Dietz, Engineering Department
Robert Cole, Parking Study Committee Chairperson
File
December 11, 2008

TO: William R. Ross, City Manager

FROM: Carol Konieczki, Community Development Director

RE: Request to Establish the Jan 6, 2009 City Council meeting as the time and place to hold a Public Hearing for the Consideration of a Brownfield Plan for 228 W. Michigan Ave. (Hayes Commons Development, LLC) as recommended by the Jackson Brownfield Redevelopment Authority (JBRA)

At their regularly scheduled meeting on December 10, 2008 the JBRA accepted the Brownfield Plan from Hayes Commons Development, LLC to apply for a Michigan Business Tax Credit and moved to forward the plan to the city council for approval. The Brownfield Plan was prepared in order to allow Hayes Commons Development, LLC to pursue a Michigan Business Tax Credit in the amount of $1,097,000 based on $6,410,000 of eligible investments they intend to make during development. The Plan will not use any Brownfield tax increment financing; however, the developer does intend to pursue an Obsolete Properties Rehabilitation Act (OPRA) in the near future.

Requested action at this time is to establish the January 6, 2009, City Council meeting as the time and place to hold a public hearing to approve the Brownfield Plan for 228 W. Michigan Ave. (Hayes Commons Development LLC).

Please place this item on the December 16, 2008 Consent Calendar for consideration.

click

cc: Bruce Inonscencio
    Mike Sharp
    Tom Wackerman
December 10, 2008

TO: City Councilmembers
FROM: Jerry F. Ludwig, Mayor
RE: Administrative Hearings Bureau

In accordance with City Code, Chapter 2.5, the Administrative Hearings Bureau officer appointed by the Mayor with the consent of the City Council must be an attorney admitted to the practice of law in the State of Michigan for at least five (5) years. The administrative hearings bureau officer will serve a term of two (2) years and is removable only upon just cause.

It is my desire, therefore, to reappoint Carlene M. Lefere and Charles H. Aymond as administrative hearings bureau officers for the City of Jackson’s Administrative Hearings Bureau for a two-year term each, beginning January 1, 2009 and ending December 31, 2010.

JFL:skh
City of Jackson Board/Commission Application

Name: Carlene Mary Lejere
Address: 1434 Eagle Point  Zip: 49234
Home Phone: Clarklake  Me Other Phone: 
Occupation: Retired Judge

Community Involvement/Activity
Jackson Community Foundation
Legal Services
Home/House Campaign

Are you a registered voter? Yes Ward: __________

Which Board or Commission(s) are you interested in?
1. Adm. Hearing Board
3. ______________________

List additional information you feel may be pertinent to board or commission
Prior experience as a Lawyer and Judge

Feel free to attach any information. (Resume, press clippings)
APPLICATION WILL BE KEPT ON FILE FOR ONE YEAR

Signaure of Applicant  Date

Carlene G Lejere  October 3, 2008
City of Jackson Board/Commission Application

Name: Charles H. Aymond

Address: 6075 Browns Lake Road, Jackson, Michigan  Zip: 49203

Home Phone: (517) 784-5035  Other Phone: (517) 787-5600

Occupation: Attorney

Community Involvement/Activity

JOHN George Home
Jackson Community Foundation
Dorothy Blakely Fundation

Ella Sharp Museum
City Planning Commission

Are you a registered voter? Yes  Ward:

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

1. Administrative Hearings Bureau Office

2. 

3. 

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

I assist many community organizations with legal and fund raising issues.
I have been an AHB hearings officer since the Jackson AHB was organized.
I believe it is having a positive impact on the City.

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

APPLICATION WILL BE KEPT ON FILE FOR ONE YEAR

Signature of Applicant  

October 10, 2008  

Date
December 10, 2008

TO: City Councilmembers

FROM: Jerry F. Ludwig, Mayor

RE: Building Code Board of Appeals

In accordance with City Code, Sec. 2-341, the City Engineer and the Fire Chief are members because of their offices. The Building Official is an Ex-Officio member. The Mayor and City Council appoint five members to three-year terms. One citizen realtor.

It is my desire, therefore, to reappoint Jeannette Woodard to the Building Code Board of Appeals for a three-year term beginning January 1, 2009, and ending December 31, 2011.

JFL:skh
City of Jackson Board/Commission Application

Name: Jeanette Woodland
Address: 408 First St
Zip: 49203
Home Phone: 517-789-7147
Other Phone: 517-812-4080
Occupation: Architect

Community Involvement/Activity

BBA
HDC
DOA

Are you a registered voter? Yes
Ward? 6 precinct 2

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

1. BBA
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

Date
9-24-08
December 10, 2008

TO: City Councilmembers

FROM: Jerry F. Ludwig, Mayor

RE: Civil Service Commission

In accordance with City Code, Sec. 2-301, Charter Section 7.7, the Mayor appoints with Council confirmation, five members to three year terms. The members must have been registered electors in the City for at least two years.

It is my desire, therefore, to appoint Katherine (Kathy) J. Klaus, and John Henegar to the Civil Service Commission filling vacancies, beginning immediately, and ending August 31, 2010.

JFL:skh
City of Jackson Board/Commission Application

Name: John HENEGAR

Address: 1206 E. North St Zip: 49202

Home Phone: 517-782-4976 Other Phone: 

Occupation: UNEMPLOYED AT PRESENT

Community Involvement/Activity

at one time

PRECINCT DELEGATE

JACKSON COUNTY REPUBLICAN PARTY

Are you a registered voter? YES Ward? 3

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

1. CIVIL SERVICE COMMISSION
2. TELECOMMUNICATIONS ADVISORY BOARD
3. CITIZENS ADVISORY COUNCIL

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

HAVE BEEN LOOKING FOR OPPORTUNITY TO SERVE COMMUNITY MORE.

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

APPLICATION WILL BE KEPT ON FILE FOR ONE YEAR

Signature of Applicant:

Date: 1-23-08
John L. Henegar  
1206 E. North Street  
Jackson, Michigan 49202  
Phone: (517)782-4976  
Email: lcm14@sbcglobal.net

Objective
Seeking a career in Computer Network Systems where skills in computer upgrades, wide area and local area networks, and network system design are an asset. I have attended ITT Technical Institute and was enrolled in the IT Computer Network Systems Curriculum schedule.

Education
September 2004 – present  ITT Technical Institute, Canton, MI  
Associate of Applied Science in Computer Network Systems  

September 1985–June 1986  Detroit College of Business, Dearborn, MI  
Courses: Marketing, Sales Management, Public Relations

April 1981–August 1982  Wayne County Community College: Taylor, MI  
Courses: Psychology, Computer Programming, Art, English, Composition

Work Experience
November 2007–Dec. 2007  Belcan Tech Services, 1765 Airport Rd Ste 6; Lynchburg, Va 24502  
Building GPS units for Tyco Electronics, Jackson, Michigan site.

July 2007–August 2007  Kelly Services; 2100 S. Main St. STE. C, Ann Arbor, MI 48103  
(Borders, Inc. 100 Phoenix Dr. Ann Arbor, MI 48103)  
Help Desk Technician  
Assist customers with IT technology problems via phone, data entry of trouble calls into the database.

Help Desk Technician  
Assist customers with IT technology problems via phone, data entry of trouble calls into the database. Additional training in CompTIA Linux+, Networking, Cisco IP Phone, CompTIA A+ Core Hardware, Windows XP End User, Excel 2003 Core Skills, Word 2003 Core Skills, and Outlook 2003 Core Skills, Database Design.

Food Clerk  
Assist customers, train new employees, stock new merchandise, setup sales sales plan on the floor, receive shipments, reorder merchandise.

1992 – 1996  Lincoln Office Supply; Lincoln Park, MI  
Truck driver
Delivered and installed office supplies and furniture to customers, miscellaneous Office maintenance. Some steelcase training in Grand Rapids.

1984 – 1992

Imlach Movers Inc.; Gibraltar, MI

Helper – Warehousemen

Loaded furniture from warehouse and homes onto and off trucks. Padded furniture for loading, and packed personal belongings into boxes for shipment. Completed the warehouse storage forms.

Military

1976 - 1980

U.S. Navy; Orlando, FL – San Diego, CA – USS Constellation

Radioman

Received and transmitted priority message traffic, message preparation, proofread and routed messages throughout ship, maintained message files, logged message traffic. Maintained and operated transmitters.

References

Available upon request

Skills

Windows, Wordperfect, Word for Windows, Microsoft Office, Outlook, Excel
Typing 65wpm

REFERENCES

LONNIE L. GORDON
14258 QUINCY
HOLLAND, MI 49424
(616) 786 – 9178

PHIL LEINARD
13759 SELWYN
SOUTHGATE, MI 48195
(734) 281-6726

Robert Gordon
3 Twin Ridge Dr
Weaverville, NC 28787
517-745-2982 Cell phone

Work

Craig Myles
27335 W. 11 Mile Rd
Southfield, Mich  48034
248-357-2570/ 313-283-7090
Eduardo Sanchez
27335 W. 11 Mile Rd
Southfield, Mich  48034
248-357-2570/313-421-7196

Tim Ryan
27335 W. 11 Mile Rd
Southfield, Mich  48034
248-357-2570/313-595-0165
City of Jackson Board/Commission Application

Name: Kathy Klaus (Katherine J. Klaus)
Address: 808 Brighton Rd Zip: 49203
Cell Phone: (517) 740-8263 Work Phone: 796-6182
Occupation: Engineering Aide, Commonwealth Associates, Inc.

Community Involvement/Activity

Are you a registered voter? Yes Ward: 6th

Which Board or Commission(s) are you interested in?
1. Citizens Advisory Council 2. Local Officers Comp. Commission

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

I love Jackson and would like to volunteer in some way. I am quite interested in the Charter review. I am open to the possibilities and look forward to discussing them.

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

APPLICATION WILL BE KEPT ON FILE FOR ONE YEAR

Signature of Applicant

Date 1-18-08
KATHERINE J. KLAUS  
Engineering Aide

Ms. Klaus has a strong background in business administration, management, planning, and support. Her responsibilities have included database development and maintenance, technical support to engineering, and document management activities. In addition to typical Microsoft programs, Ms. Klaus has experience with CDEGS, ArcMap, and various other specialty software.

Professional Background:

2004-2006  University of Michigan, Ann Arbor, Michigan  
2004  American Benefit Concepts, Albion, Michigan  
2002-2003  Sylvan Learning Center, Jackson, Michigan  
2001-2002  Meijer, Inc., Jackson, Michigan  
1997-2000  M-Care/University of Michigan, Jackson, Michigan  
1995-1997  CB Financial Corporation, Jackson, Michigan

Representative Project Experience:

- Engineering Aide on assignment at Consumers Energy using the ArcMap program to identify gas pipeline casings under railroad crossings, bridges, etc., as they appear in historical documents. The project involved determining, from these documents, whether the casings were filled or unfilled and making various other judgments concerning the casings. Several Excel spreadsheets were continually updated to provide quality control/quality assurance that information was being entered into the mapping software correctly, as technical review and documentation for pipeline compliance with federal safety requirements.

- Engineering Aide responsible for performing EMF calculations using CDEGS software, producing various charts and reports. Also served as a direct line of communication to the client, providing data and graphics when requested.

- Engineering Aide assisting with transfer of utility drawings from International Transmission Company (ITC) original linen drawings, mylar drawings, and microfilm aperture cards to electronic scans. Created and maintained spreadsheets to track movement of originals and electronic files and facilitated the transfer of all files. More than 10,000 drawings were removed from ITC’s office and are now stored off site or as electronic files only.

- Engineering Aide assisting with document transfer for Michigan Electric Transmission Company (METC). Created and catalogued electronic scans of original documents, drawings, and microfilm aperture cards to electronic scans. Created and maintained
KATHERINE J. KLAUS (CONTINUED)

- Engineering Aide involved in METC Planning Department document turnover project. Responsible for scanning, cataloging, and transferring hard-copy historic documents to electronic format. One hundred seventy-five multi-page binders containing correspondence, reports, and diagrams were scanned and transferred, creating approximately 25,000 electronic files.

- Administrative Assistant responsible for managing human resource and database records. During corporate acquisition and office relocation, successfully transferred all database and hard copy files to new management teams.

- Database Manager for 30,000-member relief fund donor file. Helped improve efficiency of Donor Perfect software along with the software developer.

- Field researcher for studies of teacher development and the teaching of reading for the University of Michigan.

- Assisted human resources manager with administering and grading pre-employment tests, pre-interviewing candidates, maintaining personnel records, resolving insurance issues, and maintaining a variety of spreadsheets, organizational charts, and all job descriptions.

Education:

B.A., Elementary Education, Spring Arbor University
A.A., Jackson Community College
December 10, 2008

TO: City Councilmembers

FROM: Jerry F. Ludwig, Mayor

RE: City Planning Commission

According to MSA5.2993.(2) the Commission may consist of the Mayor, one administrative official of the City selected by the Mayor, one Councilmember selected by the Council as members ex officio, and six others appointed by the Mayor and confirmed by the Council. Terms of the ex officio’s shall correspond to their official tenures, except the term of the administrative official of the City shall terminate with the Mayor’s term. All other members shall serve three-year terms.

It is my desire, therefore, to appoint Patrick Colligan to the City Planning Commission for a three-year term beginning January 1, 2009, and ending December 31, 2011.

It is also my desire to reappoint Jeanne Kubish and John Guidinger to the City Planning Commission for a three-year term each beginning January 1, 2009, and ending December 31, 2011.

JFL:skh
City of Jackson Board/Commission Application

Name: Patrick Colligan
Address: 1527 Samaritan Dr  Zip: 49203
Home Phone: 517-817-0350  Other Phone: 517-937-3468
Occupation: Night Club Owner

Community Involvement/Activity
Rose Parade 20+ years

Are you a registered voter? YES  Ward? Summit TWP.
Which Board or Commission(s) are you interested in?
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  Date

10-13-08

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

RECEIVED  OCT 27 2008
By
City of Jackson Board/Commission Application

Name: Jeanne L. Kubish
Address: 806 W. Mich Av. #306E Zip: 49202
Home Phone: 517/787-4193 Other Phone: 
Occupation: Retired from County of Jackson Admin.

Community Involvement/Activity
Volunteer for various local charities & organizations, Election inspector.

Are you a registered voter? Yes Ward? 4/3

Which Board or Commission(s) are you interested in?
1. City Planning Comm.
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 Jeanne L. Kubish ____________________ Date October 7, 2008
City of Jackson Board/Commission Application

Name: JOHN H. GUIDINGER

Address: 760 Woodlawn Zip: 49203

Home Phone: 517-789-5436 Other Phone: 517-449-9841

Occupation: RETIRED ENVIRONMENTAL PLANNER

Community Involvement/Activity

MICHIGAN THEATER-RESTORATION COORDINATOR NATIONAL AMTRAK CUSTOMER ADVISORY COMMITTEE

COMIC OPERA GUILD OF ANN ARBOR

Are you a registered voter? YES Ward? 6

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

1. PLANNING COMMISSION 2. 

3. 

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

WORKED AS AN ENVIRONMENTAL PLANNER FOR OVER 30 YEARS

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

APPLICATION WILL BE KEPT ON FILE FOR ONE YEAR

Signature of Applicant: John Guidinger Date: Oct 6, 2008
JOHN H. GUIDINGER
Environmental Specialist

Mr. Guidinger has 34 years of professional experience in selecting routes and evaluating all types of environmental impacts of high-voltage transmission lines and substations. His experience has involved 13 kV to 765 kV projects throughout the United States and in several foreign countries. He works closely with environmental specialists, right-of-way acquisition agents, engineers, designers, and legal staff to coordinate the preparation of detailed permit applications intended for all types of federal, state and local permitting authorities. He works with construction management staff to insure environmental permit conditions are met. He coordinates the work of specialists involved with design, cost estimating, transmission system analysis, analysis of alternative options, line routing, substation siting, public involvement strategies, mapping and graphic production, visual simulations, and analysis of impacts dealing with a wide variety of subjects including wetlands, stream crossings, soils, threatened and endangered species, land use, agriculture and forestry, property values, visual resources, historic and prehistoric resources, EMF, audible and radio noise, right-of-way sharing, and many other subjects. Mr. Guidinger has provided expert witness testimony concerning high-voltage transmission lines and substations before public service/utility commissions in eight states.

Professional Background:

1989-1991  Halliburton-NUS Environmental Corporation, Gaithersburg, Maryland

Representative Project Experience:


- Over a period of several years, managed route selection for a 32-mile 330 kV transmission line necessary to connect a power plant proposed by ExxonMobil in the coastal area of Nigeria to the Nigerian transmission grid at Afam. Working with satellite imagery and field inspection, developed a series of alternative routes and a preferred route to cross through extensive mangrove swamps and agricultural uplands while avoiding villages and cultural developments. Worked with Nigerian and US engineers to prepare the project for Engineer/Procure/Construct (EPC) bidding documents.

- Conducted a detailed independent review of intensive public concerns related to double-circuiting a 14-mile Xcel Energy 115 kV transmission line. Working for a committee of three mayors of
suburban Minneapolis cities, managed CAI staff in the development of alternative routes and analysis of perceived impacts dealing with aesthetics, property values, EMF, cultural resources, land use, biological resources, need for the project, and alternative transmission routes and system fixes. Conducted four public meetings and spoke at three additional meetings to discuss the study and respond to comments from municipal staffs and the public.

- Managed the preparation of permit applications to the Corps of Engineers, Michigan Department of Environmental Quality (DEQ) and Department of Natural Resources (DNR), Federal Aviation Administration (FAA), and local authorities for 42 miles of double-circuit 138 kV transmission line for American Transmission Company in Michigan's Upper Peninsula. Primary issues concerned wetlands, floodplains, threatened and endangered species, cultural resources, airspace at airports, and sand dune erosion.

- Managed a CAI team that assisted the West Virginia Public Service Commission in its review of an extensive AEP application for approval of the Wyoming-Cloverdale/Jackson's Ferry 765 kV transmission line. The work included field reviews, review of the need for the line, interviews with AEP managers and the application preparation consultants, and expert witness testimony.

- Working closely with the engineering staff and the client, prepared permit applications to the Corps of Engineers, Wisconsin DNR and Department of Transportation (DOT), Milwaukee Harbor Commission, and railroad companies for 8 miles of underground 138 kV line in pipe in downtown Milwaukee for Wisconsin Electric.

- Project Manager of an 8-year study monitoring the effects of removing Consumers Energy's Stroanch Dam on Michigan's Pine River wetlands. The work involved periodically collecting species-specific data from permanent vegetation plots and water level elevations from monitoring wells, river transects, and wetland ponds.

Education:

B.S., Crops Production, California State Polytechnic College, 1964
B.S., Range Management, University of Wyoming, 1971
M.S., Range Management, University of Wyoming, 1976
Wetland Delineation Course, Wetland Training Institute, August, 1995
Wetland Botany Course, Wetland Training Institute, July, 2000
Citizen Planner Course, Michigan State University, 2005

Societies and Activities:

Jackson (Michigan) City Planning Commission
Northern Nevada Native Plant Society
Retired Commander, US Naval Reserve
Member, National Amtrak Customer Advisory Committee
December 10, 2008

TO: City Councilmembers

FROM: Jerry F. Ludwig, Mayor

RE: Downtown Development Authority

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

It is my desire to reappoint Victor Cuiss to the Downtown Development Authority for a four-year term beginning January 1, 2009, and ending on December 31, 2012.

JFL:skh
City of Jackson Board/Commission Application

Name: Victor Cuiss
Address: 911 Briarcliff Rd. Zip: 49203
Home Phone: 783-4543 Other Phone: 782-94116
Occupation: Owner, Jackson Plumbing & Heating Supply Co., Inc.

Community Involvement/Activity

Downtown Development Authority
Sharp Park Board & Trustees

Are you a registered voter? Yes Ward? 6

Which Board or Commission(s) are you interested in?
1. Downtown Development Authority.
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 Victor Cuiss 10-27-08

Date
December 10, 2008

TO:       City Councilmembers
FROM:     Jerry F. Ludwig, Mayor
RE:       Historic District Commission

In accordance City Code, Sec. 13-5. MCL 399.204, the Mayor appoints, subject to City Council confirmation, seven City residents for three-year terms. Mayor shall consult with chair of the Historic District Commission and appoint at least two members from a list of citizens submitted by a duly organized and existing local historical and/or preservation society(s) and, if available, one architect or a graduate of an accredited school of architecture who has two years of architecture experience or who is an architect registered in this state.

It is my desire, therefore, to reappoint Jeannette Woodard to the Historic District Commission for a three-year term, beginning January 1, 2009, and ending December 31, 2011.

JFL:skh
City of Jackson Board/Commission Application

Name: Jeanette Woodward
Address: 1408 Finst St
Zip: 49203
Home Phone: 517-789-2147
Other Phone: 517-812-4080
Occupation: Architect

Community Involvement/Activity

BBA
HOC

Are you a registered voter? Yes
Ward? 6 precinct 2

Which Board or Commission(s) are you interested in?
1. BBA
2. HOC
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: ___________________________  Date: 9-24-08
December 10, 2008

TO: City Councilmembers

FROM: Jerry F. Ludwig, Mayor

RE: 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 12/31/99.

It is my desire, therefore, to appoint Joe W. Smith, Jr., to the Human Relations Commission for a three-year term, beginning January 1, 2009, and ending December 31, 2011.

JFL:skh
November 20, 2008

Memo to: Mayor Jerry Ludwig
From: Frank Weathers
Regarding: HRC Appointment

I am writing to inform you that the HRC nominating committee presented the name of Joe Smith to the full HRC. Mr. Smith was unanimously agreed upon by the full HRC. The HRC will be submitting his name for your recommendation to the City Council at the December meeting.

FW/mh
City of Jackson Board/Commission Application

Name: Joe William Smith Jr.
Address: 1009 Union St. Jackson, MI Zip: 49203
Home Phone: 517-812-7729 Other Phone: 517-795-9902
Occupation: Ordinance Enforcement Officer City of Jackson Community Development Dept.

Community Involvement/Activity
Habitat for Humanity Volunteer
Big Brother for Big Brothers
Big Sisters of Jackson

City of Jackson Police Dept. Reserve Officer

Are you a registered voter? Yes Ward? 6

Which Board or Commission(s) are you interested in?
1. Human Relations Commission

3.

List additional information you feel may be pertinent to board or commission
Lifelong Jackson County Resident; Married to wife Amanda for 5 years and father to two children Oliver age 3 and Elliott age 2.

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

APPLICATION WILL BE KEPT ON FILE FOR ONE YEAR

Signature of Applicant 10-15-08

Date
December 10, 2008

TO: City Councilmembers

FROM: Jerry F. Ludwig, Mayor

RE: Local Officers Compensation Commission

In accordance with Ordinance No. 287 passed on January 2, 1973, (MCLA 117.5(c).) seven members, all registered electors of the City, are appointed to seven-year staggered terms by the Mayor with City Council approval.

It is my desire, therefore, to appoint Katherine (Kathy) J. Klaus, to the Local Officers Compensation Commission filling a current vacancy, beginning immediately, and ending February 28, 2014.

JFL:skh
City of Jackson Board/Commission Application

Name: Kathy Klaus (Katherine J. Klaus)
Address: 808 Brighton Rd          Zip: 49203
Cell Phone: (517) 740 - 8263   Work Phone:    
Home Phone: (517) 740 - 8263   Other Phone: 796-6182
Occupation: Engineering Aide, Commonwealth Associates, Inc.
Community Involvement/Activity

Are you a registered voter? yes     Ward? 6th

Which Board or Commission(s) are you interested in?
1. Citizens Advisory Council  2. Local Officers Comp. Commission

List additional information you feel may be pertinent to board or commission
I love Jackson and would like to volunteer in some way. I am quite interested in the Charter review. I am open to the possibilities and look forward to discussing them.

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

APPLICATION WILL BE KEPT ON FILE FOR ONE YEAR

[Signature]  1-18-08
Signature of Applicant           Date
KATHERINE J. KLAUS
Engineering Aide

Ms. Klaus has a strong background in business administration, management, planning, and support. Her responsibilities have included database development and maintenance, technical support to engineering, and document management activities. In addition to typical Microsoft programs, Ms. Klaus has experience with CDEGS, ArcMap, and various other specialty software.

Professional Background:

2004-2006  University of Michigan, Ann Arbor, Michigan
2004  American Benefit Concepts, Albion, Michigan
2002-2003  Sylvan Learning Center, Jackson, Michigan
2001-2002  Metjer, Inc., Jackson, Michigan
1997-2000  M-Care/University of Michigan, Jackson, Michigan
1995-1997  CB Financial Corporation, Jackson, Michigan

Representative Project Experience:

- Engineering Aide on assignment at Consumers Energy using the ArcMap program to identify gas pipeline casings under railroad crossings, bridges, etc., as they appear in historical documents. The project involved determining, from these documents, whether the casings were filled or unfilled and making various other judgments concerning the casings. Several Excel spreadsheets were continually updated to provide quality control/quality assurance that information was being entered into the mapping software correctly, as technical review and documentation for pipeline compliance with federal safety requirements.

- Engineering Aide responsible for performing EMF calculations using CDEGS software, producing various charts and reports. Also served as a direct line of communication to the client, providing data and graphics when requested.

- Engineering Aide assisting with transfer of utility drawings from International Transmission Company (ITC) original linen drawings, mylar drawings, and microfilm aperture cards to electronic scans. Created and maintained spreadsheets to track movement of originals and electronic files and facilitated the transfer of all files. More than 10,000 drawings were removed from ITC's office and are now stored off site or as electronic files only.

- Engineering Aide assisting with document transfer for Michigan Electric Transmission Company (METC). Created and catalogued electronic scans of original documents, drawings, and microfilm aperture cards to electronic scans. Created and maintained
KATHERINE J. KLAUS (CONTINUED)

spreadsheets to track movement of originals and electronic files and facilitated the transfer of all files.

- Engineering Aide involved in METC Planning Department document turnover project. Responsible for scanning, cataloging, and transferring hard-copy historic documents to electronic format. One hundred seventy-five multi-page binders containing correspondence, reports, and diagrams were scanned and transferred, creating approximately 25,000 electronic files.

- Administrative Assistant responsible for managing human resource and database records. During corporate acquisition and office relocation, successfully transferred all database and hard copy files to new management teams.

- Database Manager for 30,000-member relief fund donor file. Helped improve efficiency of Donor Perfect software along with the software developer.

- Field researcher for studies of teacher development and the teaching of reading for the University of Michigan.

- Assisted human resources manager with administering and grading pre-employment tests, pre-interviewing candidates, maintaining personnel records, resolving insurance issues, and maintaining a variety of spreadsheets, organizational charts, and all job descriptions.

Education:

B.A., Elementary Education, Spring Arbor University
A.A., Jackson Community College
December 10, 2008

TO: City Councilmembers

FROM: Jerry F. Ludwig, Mayor

RE: Telecommunications Advisory Board

In accordance with Ordinance No. 2003.21, the Telecommunications Advisory Board consists of nine members, three of whom shall be members of the City Council appointed by the Mayor and confirmed by the City Council. Each member shall serve a term of three years.

It is also my desire to appoint John Henegar and Gary Minix to the Telecommunications Advisory Board, to current vacancies beginning immediately, and ending December 31, 2009.

JFL:skh
City of Jackson Board/Commission Application

Name: John Henecar
Address: 1206 E. North St Zip: 49202
Home Phone: 517-762-3520 Other Phone: 
Occupation: Unemployed at present

Community Involvement/Activity

At one time
Precinct Delegates

Jackson County Republican Party

Are you a registered voter? Yes Ward? 3

Which Board or Commission(s) are you interested in?
1. Civil Service Commission
2. Telecommunications Advisory Board
3. Citizens' Advisory Council

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

I have been looking for opportunity to serve community more.

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

APPLICATION WILL BE KEPT ON FILE FOR ONE YEAR

Signature of Applicant: John Henecar
Date: 1-23-08
John L. Henegar  
1206 E. North Street 
Jackson, Michigan 49202  
Phone: (517)782-4976  
Email: lcm14@sbcglobal.net

Objective
Seeking a career in Computer Network Systems where skills in computer upgrades, wide area and local area networks, and network system design are an asset. I have attended ITT Technical Institute and was enrolled in the IT Computer Network Systems Curriculum schedule.

Education
September 2004 – present  ITT Technical Institute, Canton, MI  
Associate of Applied Science in Computer Network Systems  

September 1985-June 1986  Detroit College of Business, Dearborn, MI  
Courses: Marketing, Sales Management, Public Relations

April 1981-August 1982  Wayne County Community College: Taylor, MI  
Courses: Psychology, Computer Programming, Art, English, Composition

Work Experience
November 2007-Dec. 2007  Belcan Tech Services, 1765 Airport Rd Ste 6; Lynchburg, Va 24502  
Building GPS units for Tyco Electronics, Jackson, Michigan site.

July 2007-August 2007  Kelly Services; 2100 S. Main St. STE. C, Ann Arbor, MI 48103  
(Borders, Inc. 100 Phoenix Dr. Ann Arbor, MI 48103)  
Help Desk Technician  
Assist customers with IT technology problems via phone, data entry of trouble calls into the database.

Help Desk Technician  
Assist customers with IT technology problems via phone, data entry of trouble calls into the database. Additional training in CompTIA Linux+, Networking, Cisco IP Phone, CompTIA A+ Core Hardware, Windows XP End User, Excel 2003 Core Skills, Word 2003 Core Skills, and Outlook 2003 Core Skills, Database Design.

Food Clerk  
Assist customers, train new employees, stock new merchandise, setup sales sales plan on the floor, receive shipments, reorder merchandise.

1992 – 1996  Lincoln Office Supply; Lincoln Park, MI  
Truck driver
Delivered and installed office supplies and furniture to customers, miscellaneous Office maintenance. Some steelcase training in Grand Rapids.

1984 – 1992  
**Imlach Movers Inc.; Gibraltar, MI**  
*Helper – Warehousemen*  
Loaded furniture from warehouse and homes onto and off trucks. Padded furniture for loading, and packed personal belongings into boxes for shipment. Completed the warehouse storage forms.

**Military**  
1976 - 1980  
**U.S. Navy; Orlando, FL – San Diego, CA – USS Constellation**  
*Radioman*  
Received and transmitted priority message traffic, message preparation, proofread and routed messages throughout ship, maintained message files, logged message traffic. Maintained and operated transmitters.

**References**  
Available upon request

**Skills**  
Windows, Wordperfect, Word for Windows, Microsoft Office, Outlook, Excel Typing 65wpm

REFERENCES

LONNIE L. GORDON  
14258 QUINCY  
HOLLAND, MI 49424  
(616) 786 – 9178

PHIL LEINARD  
13759 SELWYN  
SOUTHGATE, MI 48195  
(734) 281-6726  
Robert Gordon  
3 Twin Ridge Dr  
Weaverville, NC 28787  
517-745-2982 Cell phone

**Work**  
Craig Myles
27335 W. 11 Mile Rd
Southfield, Mich 48034
248-357-2570/313-283-7090
Eduardo Sanchez
27335 W. 11 Mile Rd
Southfield, Mich 48034 248-357-2570/313-421-7196

Tim Ryan
27335 W. 11 Mile Rd
Southfield, Mich 48034
248-357-2570/313-595-0165
City of Jackson Board/Commission Application

Name: ____________________________  4542 Tudor Ln. Jackson, MI  49201
Address: ____________________________  Zip: ______

Home Phone: ____________________________  Other Phone: ____________________________

Personnel and Communications Assistant

Occupation: ____________________________

Community Involvement/Activity

Community Theatre

Are you a registered voter? __________  Ward? ______________

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

1. ____________________________  2. ____________________________

3. ____________________________

List additional information you feel may be pertinent to board or commission
I worked for 10 years in radio and television, behind the scenes as well as a focal point. In addition,
I have worked in municipal government the last 10 years which gives me familiarity on both sides.

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

APPLICATION WILL BE KEPT ON FILE FOR ONE YEAR

Signature of Applicant ____________________________  11/14/08

Date ______________

Please return to Mayor’s Office, City of Jackson, 161 W. Michigan Avenue, Jackson, MI  49201
December 10, 2008

TO: City Councilmembers

FROM: Jerry F. Ludwig, Mayor

RE: Zoning Board of Appeals

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

It is, therefore, my desire to reappoint Karen T. Dunigan and Elaine Crawford, to the Zoning Board of Appeals for a three-year term each beginning January 1, 2009, and ending December 31, 2011.

JFL:skh
City of Jackson Board/Commission Application

Name:  KAREN F. DUNIGAN

Address:  1808 BROADCREST  Zip:  49203

Home Phone:  517-783-1764  Other Phone:  517-206-4724

Occupation:  REALTOR

Community Involvement/Activity

ZBA  HOTEL TASK FORCE

TAX REVIEW BOARD  JCEF

Are you a registered voter?  YES  Ward?

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

1.  ZBA/Sign Board

2.  

3.  

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

Currently Chair of ZBA + Sign Board of Appeals

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

APPLICATION WILL BE KEPT ON FILE FOR ONE YEAR

Signature of Applicant  

Date  10-3-08
City of Jackson Board/Commission Application

Name: Jaime Crawford
Address: 319 East Addison Street Zip: 49203
Home Phone: 517-782-3357 Other Phone: 
Occupation: Retired

Community Involvement/Activity

Co-Founder Milan Club of Jackson
Private Industrial Council
Jackson Transportation Board
ART. Center of Foot Hospital

Are you a registered voter? Yes Ward? 1

Which Board or Commission(s) are you interested in?
1. 
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

Jaime Crawford
Signature of Applicant

October 3, 2008
Date
December 16, 2008

Honorable Mayor and City Council
City of Jackson, Michigan

Subject:  PC 08-18 – Consideration of a rezoning request to General Commercial (C-4) for property located at 616 N. Wisner St.

Dear Mayor and Councilpersons:

The City Planning Commission recently considered a rezoning request to C-4 (general commercial) from R-2 (one- and two-family residential) by Right Direction LLC (The Car Company). 616 N. Wisner Street is located directly north of the sales office for the Car Company on the west side of the street.

The City Planning Commission (CPC) held a public hearing on the proposal at its meeting on December 3, 2008. The rezoning request now comes to City Council for public hearing and possible action. Staff recommended disapproval of the proposal. The CPC recommends approval of the rezoning. An ordinance is attached for your consideration along with the notice of public hearing, the staff report, and the December 3, 2008 meeting minutes of the CPC.

If you have any questions, please do not hesitate to contact me at 768-6711.

Sincerely,

Grant E. Bauman, AICP
Principal Planner
December 3, 2008

Application PC 08-18
Rezoning Request – Staff Recommendation

General Information
Applicant
Right Direction LLC
614 N. Wisner Street
Jackson, MI 49202

Project Description
The applicant wishes to develop the property as a parking lot for rental vehicles associated with the Car Company, an adjacent business.

Location of Parcel
616 N. Wisner Street

Request
A change in zoning from R-2 (1- & 2-Family Residential) to C-4 (General Commercial) is requested. Sec. 28-183 regulates the review and approval of rezoning change requests.

Note
A similar rezoning request (PC 06-27) to C-4 for this property was considered by the City Planning Commission (CPC) in 2006 (pertinent pages of that staff report are attached to this report). Deborah and Richard Vermuelen, the former owners, “wished to zone the property to allow for a parking lot which would serve existing commercial land adjacent to its southern border.” The CPC recommended disapproval of rezoning the property from R-1 (1-family residential) to C-4. City Council rezoned 616 N. Wisner St. to R-2.

The current request first came before the CPC in November. However, the request was not heard at the time because the CPC failed to make a quorum.

Existing Land Use
The property is currently vacant with the exception of a garage.

Future Land Use Plan
The property is located within a single-family neighborhood, according to the future land use map included in the City’s Comprehensive Plan.

Adjacent Land Use/Zoning

<table>
<thead>
<tr>
<th>North</th>
<th>Land Use —</th>
<th>Residences</th>
<th>East</th>
<th>Land Use —</th>
<th>Various offices</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>Zoning —</td>
<td>R-1 (1-family residential)</td>
<td></td>
<td>Zoning —</td>
<td>R-4 (high density apartment &amp; office)</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>South</th>
<th>Land Use —</th>
<th>The Car Company</th>
<th>West</th>
<th>Land Use —</th>
<th>Parking lots</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>Zoning —</td>
<td>C-4</td>
<td></td>
<td>Zoning —</td>
<td>I-2 (general industrial) and C-4</td>
</tr>
</tbody>
</table>
Staff Analysis/Findings

Factor(s) Favoring Approval
- The property is adjacent to land zoned commercial.
- Additional parking increases the marketability of the commercial property.

Factor(s) Favoring Disapproval
- The Comprehensive Plan places the property within a single-family neighborhood.
- The expansion of commercial zoning along Wisner Street will reduce the desirability of the area for residential purposes.
- The R-2 zoning allows for the development of a parking lot as a conditional use (Secs. 28-84 and -107) although it does not allow for the use of the property for vehicle rental.
- Other nearby land (along Ganson & McKay Sts.), with appropriate zoning (C-4 & I-2), is available for additional parking.
- The City Planning Commission recommended disapproval of the original zoning request to C-4 in December of 2006 (pertinent pages of that staff report are attached to this report).

Recommendation

Options available to the City Planning Commission:
- Recommend **APPROVAL** of the rezoning, considering the potential for increased marketability of the area and the expansion of commercial activity to be appropriate.
  
  *If this alternative is selected, staff recommends a reexamination of the future land use map for the area associated with Wisner Street between Ganson and North Streets for possible plan amendment.*

- Recommend **DISAPPROVAL** of the rezoning, considering conformance to the future land use map and neighborhood preservation in this area.

Staff recommends **DISAPPROVAL** of the rezoning.
City Planning Commission

Staffed by the Region 2 Planning Commission (R2PC)
120 W. Michigan Avenue • Jackson, MI 49201
Phone (517) 788-4426 • Fax (517) 788-4635

PC 08-18
Notice of Public Hearing

The Jackson City Planning Commission and Jackson City Council will hold public hearings to consider a request for a district change (re zoning), as provided for in Section 28-183 of the City’s Zoning Ordinance.

Origin of the request:
Right Direction LLC
614 N. Wisner Street
Jackson, MI 49202

The location of the property:
616 N. Wisner Street

The rezoning request:
Rezone from R-2 (one- and two-family residential) to C-4 (general commercial).

The proposed use:
Vehicle rental associated with The Car Company.

You are invited to attend the public hearings before the City Planning Commission and City Council to be held on:

City Planning Commission – Wednesday, December 3, 2008 at 7:00 pm
City Council – Tuesday, December 16, 2008 at 7:00 pm
The meetings will be held in the City Hall Council Chambers, 2nd floor
161 W. Michigan Avenue

Please note that the original public hearing before City Council scheduled for Tuesday, November 18, 2008 is cancelled.

Please contact Grant Bauman at (517) 768-6711 with any questions about the proposed rezoning. Written comments can be sent to the Region 2 Planning Commission, which is located at 120 W. Michigan Avenue, Jackson, MI 49201.

By: Grant E. Bauman, AICP
R2PC Principal Planner
The property is currently vacant, with the exception of a garage, as this photo illustrates.

The public notice was sent to property owners and residents within 300 feet of the property proposed for rezoning. The following map displays the 300-ft notification buffer and the properties contained within or intersecting with the buffer.
December 6, 2006  
Application PC 06-27  
Rezoning Request – Staff Recommendation  

General Information  
Applicants:  
Deborah and Richard Vermeulen  
616 N. Wisner Street  
Jackson, MI 49202  

Project Description:  
The applicant wishes to zone the property to allow for a parking lot which would serve existing commercial land adjacent to its southern border.  

Location of Parcels:  
616 N. Wisner Street  

Request:  
A change in zoning from R-1 (One-Family Residential) to C-4 (General Commercial) is requested. Sec. 28-183 regulates the review and approval of rezoning change requests.  

Existing Land Use:  
A residence is located on the property.  

Future Land Use Plan:  
The property is located within a single-family neighborhood, according to the future land use plan included in the City’s current Comprehensive Plan (please see Figure 1).  

Adjacent Land Use/Zoning (please see Figure 1):  

<table>
<thead>
<tr>
<th>Direction</th>
<th>Land Use</th>
<th>Zoning</th>
</tr>
</thead>
<tbody>
<tr>
<td>North</td>
<td>Residences</td>
<td>R-1</td>
</tr>
<tr>
<td>South</td>
<td>The Car Company and Andy's Pizza</td>
<td>C-4</td>
</tr>
<tr>
<td>East</td>
<td>Various offices</td>
<td>R-4 (high density apartment and office)</td>
</tr>
<tr>
<td>West</td>
<td>Parking lots for The Car Company and Airway Welding</td>
<td>I-2 (general industrial) and C-4</td>
</tr>
</tbody>
</table>

Staff Analysis/Findings  
Factor(s) Favoring Approval:  
- The property is adjacent to land zoned commercial.  
- Additional parking increases the marketability of the commercial property.
Factor(s) Favoring Disapproval:
- The Comprehensive Plan places the property within a single-family neighborhood.
- Utilizing the property for a parking lot would eliminate two residential structures (the office for The Car Company could be utilized as a home again). As the Comprehensive Plan illustrates, the loss of residential structures in combination with a decreasing household size contributes to continuing loss of population within the City.
- The ‘creep’ of commercial zoning along Wisner Street simply transfers the potential for residential blight northward.
- Rezoning the land to R-2 would allow for the development of a parking lot (Secs. 28-84 and -107) as a conditional use, and provide a buffer between the single-family neighborhood to the north and the commercial district to the south.
- Other nearby land (along Ganson & McKay Sts.), with appropriate zoning (C-4 & I-2), is available for additional parking.

Recommendation:
Several options are open to the City Planning Commission:
- Recommend **APPROVAL** of the rezoning, considering the potential for increased marketability of the area to be more important than the future land use plan and preventing the likely loss of residential structures and the potential ‘creep’ of residential blight northward.
- Recommend **DISAPPROVAL** of the rezoning, considering the future land use plan, the likely loss of residential structures, and the potential ‘creep’ of residential blight northward to discount any increase in the marketability of the area due to the rezoning.
- Recommend an **ALTERNATIVE** rezoning to R-2, allowing for the proposed parking lot while providing a buffer between the R-1 and C-4 properties, which addresses the potential ‘creep’ of residential blight but not the loss of residential structures.

Staff recommends **DISAPPROVAL** of the rezoning.
ORDINANCE NO. _________________

AN ORDINANCE TO AMEND SECTION 28.183, OF
CHAPTER 28, OF THE CODE OF THE CITY OF JACKSON

THE PEOPLE OF THE CITY OF JACKSON ORDAIN:

Section 1.

That Section 28.183 of Chapter 28 of the Code of the City be, and the same hereby is, amended by changing the map of the use districts required by said Section and said Chapter, and incorporated therein by reference as follows:

Change the zoning of the parcel located at 616 N. Wisner St. from R-2 (one- and two-family residential) to C-4 (general commercial).

Section 2.

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

****

Adopted:
Members present: Lola Dodge; Ryan Doll; John Guidinger; Jeanne Kubish; Jerry Ludwig, Mayor; Clyde Mauldin, Chairperson; and John Polaczyk, Councilperson

Members absent: Richard Lawson and William Ross, City Manager

Staff present: Grant Bauman, R2PC Principal Planner; Susan Murphy, Deputy City Attorney; and Charles Reisdorf, R2PC Executive Director.

Item 1 Call to order
Chairperson Mauldin called the meeting to order at 7:04 p.m.

Item 2 Pledge of allegiance
Those in attendance rose for the pledge of allegiance.

Item 3 Consideration of approval for the meeting minutes of October 1, 2008
A motion was made by Comm. Polaczyk, and supported by Mayor Ludwig, to approve the minutes of the October 1, 2008 meeting of the City Planning Commission.

The motion passed by unanimous voice vote.

Item 4 PC 08-18 – Consideration of a rezoning request to General Commercial (C-4) for property located at 616 N. Wisner St.

The City Planning Commission considered a request for rezoning by Right Direction LLC from one- and two-family residential (R-2) to general commercial (C-4). Staff presented its recommendation for denial of the rezoning to the Planning Commission (please see the staff report for PC 08-18).

Chairman Mauldin opened the public hearing.

Mr. Larry Bauer, President of the Car Company, spoke in favor of the rezoning, citing the Car Company’s good relationship with the neighborhood, the commercial orientation of Wisner St., the need for visibility of his car rental business, and the probable creation of two jobs. No one spoke in opposition to the rezoning.

Chairman Mauldin closed the public hearing.
Mayor Ludwig expressed his support for the rezoning based upon the commercial land uses along Wisner St. A motion was made by Mayor Ludwig and supported by Comm. Doll to recommend approval of the rezoning to the City Council.

The motion passed by the following vote: Yeas – 7 (Dodge, Doll, Guidinger, Kubish, Ludwig, Mauldin, and Polaczyk); Nays – 0, Absent – 2 (Lawson and Ross).

Item 5  PC08-19 – Consideration of a rezoning request to Community Commercial (C-2) for property located at 206 and 216 Page Ave.

The City Planning Commission considered a request for rezoning by Orthopedic Rehab Specialists PC from high-density apartment and office (R-4) to community commercial (C-2). Medical clinics —the present and proposed use— are a use-by-right in the existing R-4 district. The rezoning is requested to allow the placement of an electronic message center on the property. Staff presented its recommendation for denial of the rezoning to the Planning Commission (please see the staff report for PC 08-19).

Chairman Mauldin opened the public hearing.

Karyn Clow, Marketing Director, Orthopedic Rehab Specialists PC, spoke in favor of the rezoning. She noted that ORS has a staff of 62 and that she wants to educate the community on the services available through her firm in order to expand the business. No persons spoke in opposition to the rezoning.

Chairman Mauldin closed the public hearing.

Mayor Ludwig expressed his desire to have action on the request tabled in order to determine the possibility of revising the sign ordinance. He noted that the rezoning request for the purpose of locating an electronic messaging center was the second in a short period of time since adoption of the sign ordinance.

A motion was made by Mayor Ludwig, and supported by Comm. Guidinger, to delay action on the rezoning request to the next meeting to allow time to consider possible revisions to the sign ordinance.

The motion passed by the following vote: Yeas – 7 (Dodge, Doll, Guidinger, Kubish, Ludwig, Mauldin, and Polaczyk); Nays – 0, Absent – 2 (Lawson and Ross).

Item 6  Zoning definition of "family”.

Planning Commission staff was asked to consider the possible revision of the City Zoning Ordinance’s definition of “family”. Planning Commissioners were provided with memos from City Manager William Ross containing definitions of “family” from the zoning ordinances of Ypsilanti and Ann Arbor. Additional information was also provided in staff memos on the definition of “family” and “household”, and a glossary of pertinent US Census terms regarding the definition of “family”.

Chairman Mauldin invited residents in attendance to address the Planning Commission on this subject. The following persons spoke:

1. Ronald Andrews, 915 W. Washington Ave., expressed concern about the devaluation of residential properties in proximity to certain group care homes and the need to protect residences in the R-1 and R-2 zoning district.

2. Frank Berkemeier, 1203 W. Washington Ave., requested legal citations of pertinent laws and court cases.
3. Irene Rollins, 509 Hibbard St., shared her experience as a homeowner in a residence located near a group home.

4. Ken Gaiser, 735 W. Washington Ave., discussed some of the problems associated with certain group homes and requested that the Planning Commission review a possible change to the ordinance definition of the term “family”.

5. Adam Blossom, 506 W. Franklin St., suggested that landlords, too, must be advised how to address group home arrangements.

6. Robert Bartkus, 1003 W. Washington Ave., said that if other cities have been able to control these types of land use conflicts, the City of Jackson should be able to also.

7. Frank Donavon, Chief Building Inspector, asked the Planning Commission to keep in mind that, in addition to the zoning ordinance, the building code has particular significance in addressing group living arrangements.

8. Hiroshi Yoshida, 1000 W. Washington Ave., spoke of some of the negative characteristics of certain group living arrangements.

9. Robert Davey, 1009 W. Washington Ave., requested support for sound neighborhoods and questioned how he could be advised of progress in addressing group care homes in single-family areas.

A motion was made by Mayor Ludwig and supported by Comm. Polaczyk to direct staff to conduct additional research and report back to the Planning Commission at a future meeting.

The motion passed by the following vote: Yeas – 7 (Dodge, Doll, Guidinger, Kubish, Ludwig, Mauldin, and Polaczyk); Nays – 0, Absent – 2 (Lawson and Ross).

**Item 7 Approval of 2009 Meeting Schedule**

Staff distributed the proposed 2009 meeting schedule. Motion was made by Comm. Guidinger and supported by Comm. Kubish to approve the schedule of meetings.

The motion passed by the following vote: Yeas – 7 (Dodge, Doll, Guidinger, Kubish, Ludwig, Mauldin, and Polaczyk); Nays – 0, Absent – 2 (Lawson and Ross).

Mayor Ludwig suggested that the Planning Commission consider a change in the meeting start time from 7:00 p.m. to 7:15 p.m.

A motion was made by Comm. Polaczyk and supported by Comm. Doll to change the meeting time for Planning Commission meetings effective with the January, 2009 from 7:00 p.m. to 7:15 p.m.

The motion passed by unanimous voice vote.

**Item 8 Commissioner Dodge’s Resignation**

The Planning Commission noted that Comm. Dodge was attending her last Planning Commission meeting with her resignation from the Planning Commission.

A motion was made by Comm. Guidinger and supported by Comm. Polaczyk to extend to Comm. Dodge the deepest thanks and appreciation for her 21 years of service to the City of Jackson Planning Commission.
The motion passed by unanimous roll call vote.

**Item 9  Other Business**
Planning Commissioners were advised that the Commission will elect officers for 2009 during the January meeting.

**Item 10  Adjournment**
Their being no further business the meeting was adjourned at 8:45 p.m.

Charles Reisdorf  
Recording Secretary
December 2, 2008

TO: Honorable Mayor and City Councilmembers

FROM: Lynn Fessel, City Clerk

SUBJECT: Resolution Establishing City Council Meeting Dates for 2009

Following for your consideration is a resolution establishing City Council meeting dates for 2009.

C: City Manager
RESOLUTION

BY THE CITY COUNCIL:

WHEREAS, Act 267 of 1976 as last amended (the Open Meetings Act) requires all public bodies to establish a schedule of regular meetings to be held each year.

NOW, THEREFORE, BE IT RESOLVED that the City Council of the City of Jackson, Michigan hereby declares that it will meet in the Council Chambers on the second floor of City Hall, 161 West Michigan Avenue, Jackson, Michigan during 2009 on the following dates:

<table>
<thead>
<tr>
<th>January</th>
<th>July</th>
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<tbody>
<tr>
<td>6</td>
<td>14</td>
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<td>20</td>
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<th>February</th>
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<th>March</th>
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<th>April</th>
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<td>7</td>
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<th>May</th>
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<td>12</td>
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<tr>
<th>June</th>
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<tr>
<td>9</td>
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<td>23</td>
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* * * * * * *

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 December 16, 2008.

IN WITNESS WHEREOF, I have hereto affixed my signature and the Seal of the City of Jackson, Michigan, on the 17th day of December, 2008.

__________________________________________ Lynn Fessel, City Clerk
MEMORANDUM
City Clerk's Office

November 25, 2008

TO: Honorable Mayor and City Councilmembers

SUBJECT: Resolution Establishing Election Receiving Boards

Attached please find a resolution approving the use of receiving boards at elections held in the City on May 5, August 4 and November 3, 2009. Also attached is an excerpt from Michigan Election Law, Section 168.679a for your information.

A receiving board is a group of officials assigned to review documents completed by the election inspectors on election day and after the polls are closed. Once it is determined that all election workers have properly completed the Poll Book and the Statement of Votes, seals have been correctly placed and recorded, the documents can be sealed in the appropriate envelopes. One set of documents is retained in the City Clerk's office and two sets are delivered to the County Clerk and the appropriate Board of Canvassers.

The City receiving board will be comprised of the City Clerk's office staff and additional election workers as needed. As required by law, both political parties will be represented. The Michigan Bureau of Elections recommends that a resolution approving the use of receiving boards be adopted by the local legislative body each year.

/ff
Attachment
c: City Manager
RESOLUTION

BY THE CITY COUNCIL:

WHEREAS, Michigan State Election Law Section 168.679 (a) provides for the establishment of receiving boards at each election and requires the adoption of a resolution by the local legislative body approving their establishment; and

WHEREAS, Michigan State Election Law Section 168.679 (a) further provides for the appointment and duties of inspectors serving on these receiving boards; and

WHEREAS, the City Clerk believes a receiving board is advantageous in assuring that election documents are properly completed and sealed and wishes to use a receiving board at the elections to be held in the City of Jackson on May 5, August 4 and November 3, 2009.

NOW, THEREFORE BE IT RESOLVED, that the City Council of the City of Jackson, Michigan, hereby approves the use of receiving boards at the elections to be held on May 5, August 4 and November 3, 2009.

* * * * *

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 16th day of December, 2008.

IN WITNESS WHEREOF, I have hereto affixed my signature and the Seal of the City of Jackson, Michigan, on this 17th day of December, 2008.

______________________________  City Clerk
(3) Section 662 applies to the designation and prescribing of the place or places in which the counting board performs its duties under this section.


Popular name: Election Code

168.679a Receiving board; appointment and duties of inspectors; review of poll book and statement of returns; corrective action; delivery.

Sec. 679a. (1) The legislative body of a city, township, or village may, by resolution, provide that at an election at which the ballots are counted and certified at the precinct, 1 or more additional boards of election inspectors be appointed to serve as receiving boards. For a precinct having receiving boards, the board of election commissioners shall appoint a receiving board consisting of 2 or more election inspectors, with an equal number from each major political party, and shall appoint an equal number of election inspectors from each major political party.

(2) Not less than 2 election inspectors in a precinct, representing each of the major political parties, shall deliver to the receiving board for that precinct a sealed ballot container containing the voted ballots, and, in a separate sealed envelope, the poll book and statement of returns. The poll book and statement of returns may be enclosed in a single sealed envelope.

(3) The receiving board shall open the sealed envelope and review the poll book and statement of returns to determine both of the following:

(a) That the ballot container is properly sealed and the seal number is properly recorded in the poll book and the statement of returns. If the ballot container is not properly sealed or there is a discrepancy with the seal number recorded in the poll book or the statement of returns, the election inspectors who delivered the ballot container and the receiving board shall together take the necessary steps to correct the discrepancy. The election inspectors and the receiving board shall note the discrepancy and the corrective action in the remarks section of the poll book and all shall sign the notation.

(b) That the number of individuals voting recorded in the poll book equals the number of ballots issued to electors, as shown by the statement of returns. If the number of individuals voting as shown by the poll book does not equal the number of ballots counted as shown by the statement of returns, and if an explanation of the discrepancy has not been noted in the poll book, the receiving board shall ask the election inspectors about the discrepancy, note the explanation in the poll book, and all shall sign the notation.

(4) If the poll book or statement of returns has been erroneously sealed in the ballot container, the election inspectors may open the ballot container and remove the poll book or statement of returns. The elections inspectors and receiving board shall note the corrective action in the remarks section of the poll book and all shall sign the notation before placing the poll book or statement of returns in a separate sealed envelope. If the statement of returns was sealed in the ballot container and the poll book was sealed in an envelope, the poll book shall be removed from the sealed envelope for the notation of corrective action to be recorded before placing the poll book and statement of returns in a sealed envelope. The receiving board shall notify the clerk of the board of canvassers responsible for canvassing all or a portion of the election of the corrective action taken.

(5) When the receiving board has completed the review under subsection (3), the receiving board shall place the poll book and statement of returns in the appropriate envelope, sealed with a red paper seal and initialed by the receiving board. If permitted by the clerk of the board of canvassers, the poll books and statement of returns from more than 1 precinct may be included and delivered in a single envelope.


Popular name: Election Code

168.680 Precinct election inspectors; oath of office.

Sec. 680. Each precinct election inspector shall, before entering upon the discharge of his duties, take and subscribe the following constitutional oath of office, which oath any of the inspectors may administer: "I do solemnly swear (or affirm) that I will support the constitution of the United States and the constitution of this state, and that I will faithfully discharge the duties of the office of inspector of elections according to the best of my ability."


Popular name: Election Code


Compiler's note: The repealed section pertained to right of precinct election inspectors to vote.
December 8, 2008

TO: Honorable Mayor and City Councilmembers

FROM: Lynn Fessel, City Clerk

RE: Liquor Control Commission resolution regarding the request to transfer ownership of 2008 Class C licensed business with dance permit, located in escrow at 310 S. Mechanic, Jackson, MI 49201, from Patrick J. McDonald, Jr. to Mancino’s of Jackson, Inc; and transfer location to 1196 N. West, Jackson with new request for official permit (food).

I received the attached Local Approval Notice/Resolution from the State Liquor Control Commission regarding the subject request, distributed it to various departments, and received the following responses.

The City Police, Fire, and Treasury Departments have no objections. The Jackson County Health Department also has no objections.

Initially the Inspection Department objected until an inspection had taken place to insure compliance with the Michigan Building Code. On October 27, 2008 code violations were cited and upon re-inspection on November 3rd all violations have been corrected.

Therefore, I recommend the resolution be adopted with the request considered for approval.

Thank you.

LF/aa

Attachment

C: City Manager
LOCAL APPROVAL NOTICE
[Authorized by MCL 436.1501]

September 9, 2008

TO: JACKSON CITY COUNCIL
161 WEST MICHIGAN AVENUE
JACKSON, MI 49201-1303

APPLICANT: MANCINO'S OF JACKSON, INC.

Home Address and Telephone No. or Contact Address and Telephone No.:
ANDREA M. ALLEN, 12800 NORTH MERIDIAN ROAD, PLEASANT LAKE, MI 49272
H(517)769-6268/(517)206-7185/B(517)789-1021
KELLY J. O'NEIL, 12800 NORTH MERIDIAN ROAD, PLEASANT LAKE, MI 49272
H(517)769-6268/B(517)789-1021

The MLCC cannot consider the approval of an application for a new or transfer of an on-premises license without the approval of the local legislative body pursuant to the provisions of MCL 436.1501 of the Liquor Control Code of 1998. For your information, local legislative body approval is also required for DANCE, ENTERTAINMENT, DANCE-ENTERTAINMENT AND TOPLESS ACTIVITY PERMITS AND FOR OFFICIAL PERMITS FOR EXTENDED HOURS FOR DANCE AND/OR ENTERTAINMENT pursuant to the provisions of MCL 436.1916 of the Liquor Control Code of 1998.

For your convenience a resolution form is enclosed that includes a description of the licensing application requiring consideration of the local legislative body. The clerk should complete the resolution certifying that your decision of approval or disapproval of the application was made at an official meeting. Please return the completed resolution to the MLCC as soon as possible.

If you have any questions, please contact the On-Premises Section of the Licensing Division as (517) 636-4634.

PLEASE COMPLETE ENCLOSED RESOLUTION AND RETURN TO THE LIQUOR CONTROL COMMISSION AT ABOVE ADDRESS
RESOLUTION

At a ______________________ meeting of the ______________________ (Township Board, City or Village Council)
called to order by ______________________ on ______________________ at __________ P.M.

The following resolution was offered:

Moved by ______________________ and supported by ______________________

That the request to TRANSFER OWNERSHIP OF 2008 CLASS C LICENSED BUSINESS WITH
DANCE PERMIT, LOCATED IN ESCROW AT 310 S. MECHANIC, JACKSON, MI 49201, JACKSON
COUNTY, FROM PATRICK J. MC DONALD, JR. TO MANCINO'S OF JACKSON, INC.; AND
TRANSFER LOCATION TO 1196 N WEST, JACKSON, MI 49202, JACKSON COUNTY.

be considered for ______________________ (Approval or Disapproval)

APPROVAL

Yeas: ______________________
Nays: ______________________
Absent: ______________________

DISAPPROVAL

Yeas: ______________________
Nays: ______________________
Absent: ______________________

It is the consensus of this legislative body that the application be:

__________________________ (Recommended or Not Recommended) for issuance

State of Michigan ____________
County of _________________

I hereby certify that the foregoing is a true and complete copy of a resolution offered and
adopted by the ______________________ at a ______________________
(Township Board, City or Village Council) (Regular or Special)
meeting held on ____________
(Date)

(Signed) ______________________
(Township, City or Village Clerk)

(SEAL)

(Mailing address of Township, City or Village)
December 8, 2008

MEMORANDUM

TO: William R. Ross  
    City Manager

FROM: Matthew R. Heins  
    Chief of Police

SUBJECT: Drive Michigan Safely Task Force  
          Cooperative Enforcement Project

The Jackson Police Department has been awarded the funds to participate in the federally funded 2008/2009 Drive Michigan Safely Task Force. This is a fully funded grant, in the amount of $11,429, awarded to the Region 2 Planning Commission through the State of Michigan, Department of State Police, Office of Highway Safety Planning.

The cooperative Drive Michigan Safely Task Force consists of two enforcement areas: safety belt (Click It or Ticket); and alcohol enforcement (You Drink You Drive You Lose). This project, coordinated by the Jackson Traffic Safety Program, is a joint effort of the Jackson Police Department, the Jackson County Sheriff Department, and Blackman Township Public Safety.

The Police Department is now requesting the City Council adopt the attached resolution amending the 2008/2009 budget. Please place this as an agenda item for the December 16, 2008 City Council meeting. I or a representative will be present to answer any questions.

MRH/AP/ap/cjcaesos.doc
RESOLUTION

WHEREAS, the City wishes to enter into the cooperative Drive Michigan Safely Task Force grant, which consists of two enforcement areas: safety belt and alcohol enforcement.

WHEREAS, this grant, fully funded by the federal government, is awarded to the Region 2 Planning Commission, through the State of Michigan, Department of State Police; Office of Highway Safety Planning;

AND WHEREAS, this grant requires the activity relating to this project be kept in a separate account to facilitate reporting and compliance under the terms of the grant;

NOW, THEREFORE, BE IT RESOLVED, that the 2008/2009 Budget be amended as follows:

<table>
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<tr>
<th>General Fund</th>
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<tbody>
<tr>
<td><strong>REVENUES:</strong></td>
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<tr>
<td>101-311-209-501</td>
</tr>
<tr>
<td><strong>EXPENDITURES:</strong></td>
</tr>
<tr>
<td>101-311-209-709</td>
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<tr>
<td>101-311-209-715</td>
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<tr>
<td>101-311-209-724.001</td>
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<tr>
<td><strong>Total</strong></td>
</tr>
</tbody>
</table>

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 on December 16, 2008.

IN WITNESS WHEREOF, I have hereunto affixed my signature and the seal of the City of Jackson, on this 17th day of December 2008.

______________________________ City Clerk
December 9, 2008

TO: William Ross, City Manager

FROM: Mr. James Parrott, Director of Park, Recreation and Grounds
Mr. Eric W. Terrian, Superintendent of Ella Sharp Park

RE: Agenda Item -- Consent Calendar: Deer Harvest in Ella Sharp Park

On October 28, 2008 a request was made for a wildlife damage investigation and control permit from the Michigan Department of Natural Resources. In brief, this permit will determine the guidelines for this upcoming harvest. I have spoken with Dave Dominic, SCMU Wildlife Unit Supervisor. DNR Staff has met regarding our harvest. We are hopeful that the DNR will allow baiting during this harvest. (CWD: chronic wasting disease) has been found in deer around the Grand Rapids and Flint areas. Based on these findings, the DNR has prohibited all baiting practices for the 2008 hunting season. We will once again harvest 80 antlerless deer.

The harvest will take place in January and February of 2009. The Beef Barn once again is willing to process the venison at a minimal cost. Funding for the deer processing will be provided by the Michigan Sportsman Against Hunger organization. The Immanuel Lutheran Church food bank is willing to distribute the venison to needy families along with other food pantries.

The cost is $110.32 per deer with Summit Township paying 1/3 of cost.

<table>
<thead>
<tr>
<th>Share</th>
<th>Cost</th>
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<tbody>
<tr>
<td>Ella Sharp Park Share</td>
<td>$5,887 (will be paid from Golf Course revenue)</td>
</tr>
<tr>
<td>Summit Township Share</td>
<td>$2,939</td>
</tr>
<tr>
<td><strong>TOTAL COST:</strong></td>
<td><strong>$8,826</strong>   (80 total deer)</td>
</tr>
</tbody>
</table>

The Ella Sharp Park Board has approved the contract with Aaron’s Nuisance Animal Control on a vote of 3 to 0 with one Board Member absent. We are requesting the City Council waive the City Ordinance pertaining to the discharge of firearms within the City Limits (see attached Resolution).

Since we are not sure of the exact dates when the harvest will occur, we request the City Council authorize the City Manager to close Ella Sharp Park and the following streets on an as-needed basis during the dates and times the deer harvest occurs within the park.

- West Hickory
- Birchwood Drive
- Maplewood Drive
- Corner of Oakwood Drive and Stonewall Road
- Oakwood Drive at Rotunda Drive

Thank you for your consideration.
RESOLUTION
SUSPENDING ENFORCEMENT OF FIREARMS DISCHARGE

BY THE CITY COUNCIL:

WHEREAS, the Ella Sharp Park Board, in conjunction with the Michigan Department of Natural Resources and Summit Township, have been working toward the resolution of the overpopulation of deer in and around Ella Sharp Park; and

WHEREAS, after exploring all options, the Ella Sharp Park Board determined that the safest and best method to control the deer population was through utilizing an animal control company; and

WHEREAS, after obtaining bids pursuant to the requirements of the Jackson Purchasing Policy, the City will be awarding the deer harvesting contract to Aaron’s Nuisance Animal Control of Rives Junction, Michigan; and

WHEREAS, it is anticipated that Aaron’s Nuisance Animal Control will be harvesting deer in Ella Sharp Park during the months of January and February, 2009; and

WHEREAS, the City Council wishes to suspend enforcement of ordinances that would prohibit the possession and use of firearms in Ella Sharp Park.

NOW, THEREFORE, BE IT RESOLVED that Ordinance No. 18-184 of the Jackson City Code addressing the discharging of weapons within the City shall be suspended during the harvesting of deer within Ella Sharp Park; and

BE IT FURTHER RESOLVED that Ordinance No. 18-185 of the Jackson City Code prohibiting the possession of firearms within the City shall also be suspended as it applies to employees and agents of Aaron’s Nuisance Animal Control during said deer harvest within Ella Sharp Park.

BE IT FURTHER RESOLVED that suspension of the above ordinances shall only apply to agents and employees of Aaron’s Nuisance Animal Control for the harvesting of deer within Ella Sharp Park during the months of January and February, 2009.

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 ________________, 2008.

IN WITNESS WHEREOF, I have hereunto affixed my signature and seal of the City of Jackson, Michigan on this _____ day of ____________, 2008.

____________________________
Lynn Fessel, City Clerk
DATE: December 8, 2008

TO: William R. Ross, City Manager

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

RE: MDOT 2009 Annual Permit and Resolution

Enclosed is the MDOT 2009 Annual Application and Permit for Miscellaneous Operations Within State Trunkline Right of Way, along with the Performance Resolution for Governmental Agencies to go along with the application.

With your concurrence, I am requesting that the MDOT 2009 Annual Application and Permit and the Performance Resolution for Governmental Agencies be placed on the Council Agenda, and the City Clerk be granted the authority to sign the Performance Resolution for Governmental Agencies.

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

JD:tjs
ANNUAL
APPLICATION AND PERMIT FOR MISCELLANEOUS OPERATIONS
WITHIN STATE TRUNKLINE RIGHT OF WAY

MDOT FORMS at: http://mdot(forms/mdot.state.mi.us/public/whforms

All permit and application fees are Nonrefundable, based on Act No. 561 of Public Acts 2002

This permit is incomplete without "General Conditions and Supplemental Specifications"

<table>
<thead>
<tr>
<th>APPLICANT NAME (Property or Facility Owner)</th>
<th>MAILING ADDRESS</th>
<th>CITY</th>
<th>ZIP CODE</th>
</tr>
</thead>
<tbody>
<tr>
<td>City of Jackson</td>
<td>161 W. Michigan Ave.</td>
<td>Jackson</td>
<td>49201</td>
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<thead>
<tr>
<th>CONTACT'S NAME</th>
<th>PHONE NUMBER</th>
<th>EMAIL ADDRESS</th>
<th>CELL PHONE NUMBER</th>
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</thead>
<tbody>
<tr>
<td>Jon H. Dowling, P.E.</td>
<td>788-4160</td>
<td><a href="mailto:joeddowling@cityofjackson.org">joeddowling@cityofjackson.org</a></td>
<td>205-4160</td>
</tr>
</tbody>
</table>

REQUEST: I do hereby make application for a permit to use the right of way of the state trunkline highways for the operation specified below for the following time frame and location.

EXPIRES: DEC. 31 2009 List Counties where activity is being performed: Jackson

THIS PERMIT IS VALID ONLY FOR THE FOLLOWING PROPOSED OPERATIONS IN THE TYPE OF RIGHT OF WAY AS NOTED:

<table>
<thead>
<tr>
<th>ITEM</th>
<th>DESCRIPTION</th>
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<tbody>
<tr>
<td>1.</td>
<td>1. UTILITY TREE TRIMMING AND TREE REMOVAL – See supplemental specifications – item 8</td>
</tr>
<tr>
<td>2.</td>
<td>2. UNDERGROUND UTILITY OPERATIONS – Prior approval shall be obtained from the Department for any maintenance or construction operations which would require pavement coring or cutting.</td>
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<tr>
<td></td>
<td>a. Installation of individual services from an existing facility to either side of the right of way. Services to the far right of way (crossing under the pavement) shall not exceed (3') diameter with this permit.</td>
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<td>b. Installation of cathodic protection devices.</td>
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<td>c. Installation of additional cable (electric or communication) in existing conduits.</td>
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<td></td>
<td>d. Installation of carrier pipes in an existing casing or tunnel.</td>
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<td>e. Adjustment and/or reconstruction of manholes.</td>
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<td></td>
<td>f. Routine maintenance of all existing underground facilities.</td>
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<tr>
<td>3.</td>
<td>3. AERIAL UTILITY OPERATIONS – These are limited to:</td>
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<td>a. Adding/removing poles, conductors, guys and anchors within an existing lead.</td>
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<tr>
<td></td>
<td>b. Construction of a new or additional aerial crossing and service drop that do not require a new pole outside of the existing lead.</td>
</tr>
<tr>
<td></td>
<td>c. Routine maintenance of all existing aerial facilities.</td>
</tr>
<tr>
<td>4.</td>
<td>4. GEOPHYSICAL EXPLORATION – Geophysical exploration permits require that the Advance Notice be accompanied by a certificate of the fee owner consent when conducting operations upon the easement right of way.</td>
</tr>
<tr>
<td>5.</td>
<td>5. LAND SURVEYS</td>
</tr>
<tr>
<td>6.</td>
<td>6. BANNERS – Legends shall be specified on the advance notice form.</td>
</tr>
<tr>
<td>7.</td>
<td>7. EMERGENCY OPERATIONS – See general conditions.</td>
</tr>
<tr>
<td>8.</td>
<td>8. EMERGENCY HAZARDOUS SPILL/MATERIAL CLEANUP</td>
</tr>
<tr>
<td>9.</td>
<td>9. SOIL BORINGS (Note: Monitoring wells require an Individual Permit from the appropriate Region/TSC office and are not covered by an Annual Permit)</td>
</tr>
<tr>
<td>10.</td>
<td>10. ROUTE CLOSURES – Attach event name, date, time and detour route</td>
</tr>
<tr>
<td>11.</td>
<td>11. SIDEWALK CAFE (RENEWAL ONLY)</td>
</tr>
<tr>
<td>12.</td>
<td>12. BILLBOARD VEGETATION SURVEY</td>
</tr>
<tr>
<td>13.</td>
<td>13. OTHER (SPECIFY):</td>
</tr>
</tbody>
</table>

I certify that I accept the following:

1. I am the legal owner of this property, the owner's authorized representative, or have statutory authority to work within the right-of-way.
2. Commencement of work set forth in the permit application constitutes acceptance of the permit as issued.
3. Failure to object within ten (10) days to the permit as issued constitutes acceptance of the permit as issued.
4. If this permit is accepted by either of the above methods, I will comply with the provisions of the permit.
5. I agree that form 2204 (Advance Notice and Approval of Permitted Activities) will be submitted 5 days prior to the start of each activity being performed. No work shall begin until the form has been approved. Failure to submit the form 2204 may result in a step work order.

APPLICATION/AUTHORIZED AGENT

<table>
<thead>
<tr>
<th>NAME AND TITLE (PLEASE PRINT OR TYPE)</th>
<th>DATE</th>
</tr>
</thead>
<tbody>
<tr>
<td>Jon H. Dowling, P.E., City Engineer</td>
<td>12/17/08</td>
</tr>
</tbody>
</table>

SIGNATURE

FEDERAL TAX ID NUMBER (If applicable)

38-60304701

attachment: (describe)
GENERAL CONDITIONS

This permit is issued subject to the following conditions:

1. This permit grants to the permittee only those rights specifically stated and no other. Maintenance work within the trunkline right of way may require a separate permit unless authorized within the scope of the annual permit.

2. Issuance of this permit does not relieve permittee from meeting any and all requirements of law, or of other public bodies or agencies. The permittee shall be responsible for securing including but not limited to any other permissions including or required by law including but not limited to cities, villages, townships, corporations, or individuals for the activities hereby permitted.

3. The permittee agrees as a condition of this permit to:
   a. Have in the permittee's or the permittee representative's possession on the job site at all times the approved permit, advance notice and any necessary plans or sketches.
   b. Submit form 2204 (Advance Notice and Approval of Permitted Activities) to the Departments at least five (5) working days prior to commencement of any operations covered by this permit. No work shall start until an approved copy of form 2204 is returned to permittee.
   c. Perform no work except emergency work, unless authorized by the Department, on Saturdays, Sundays, or from 3:00 p.m. on the day proceeding until the normal starting time the day after the following holidays: New Year's Day, Memorial Day, Independence Day, Labor Day, Thanksgiving Day and Christmas Day.
   d. Provide and maintain all necessary precautions to prevent injury or damage to persons and property from operations covered by this permit.
   e. Furnish, install and maintain all necessary traffic controls and protection during permittee's operations in accordance with the Michigan Manual of Uniform Traffic Control Devices and any supplemental specifications set forth herein.
   f. Advise the Department within seven (7) days of completion of work authorized by this permit, so that final inspection may be made and surety deposit released (where applicable). Surely deposit will not be released until the work authorized by the permit has been completed and inspected, and all inspection charges billable to the permittee are paid.

4. Nothing in this permit shall be construed to grant any rights what so ever to any public utilities, except as to the consent herein specifically given, nor to impair any existing rights granted in accordance with the constitution or laws of this state.

5. Any operations in the trunkline right of way not covered by permit and the appropriate Department specifications are in violation of the jurisdictional authority of the Department, with respect to the control of the trunkline right of way, unless approved by the Department. Any change or alteration in the permit activities requires prior approval of the Department and may require a new permit.

6. Performance of the requirements of this permit is the responsibility of the permittee. The permittee shall complete all operations for which this permit is issued in accordance with the conditions of this permit, by the specified completion date. The permittee shall meet all requirements of the current Department Standard Specifications for Construction, and the Supplemental Specifications set forth on/or incorporated as a part of this permit.

7. The construction, operation and maintenance of the facility covered by this permit shall be performed without cost to the Department unless specified herein. The permittee shall be responsible for the cost of restoration of the State trunkline and right of way determined by the Department to be damaged as a result of the activities of the permittee.

8. Facilities allowed on state trunkline right of way shall be placed and maintained in a manner which will not impair the state trunkline or interfere with the reasonable safe and free flow of traffic. Failure of the permittee to maintain the facilities located within the State trunkline right of way so as to not to interfere with the operation, maintenance or use of the state trunkline by the traveling public may result in revocation of the permit.

9. The permittee is solely and fully responsible for all activities undertaken pursuant to the permit. Any and all actions by the Department and those governmental bodies performing permit activities for the Department pursuant to a maintenance contract, including but not limited to any approved reviews and inspections of any nature, permit issuing, and final acceptance or rejection of the work or activity authorized by the permit shall not be construed as a warranty or assumption of liability on the part of the Department or those governmental bodies. It is expressly understood and agreed that any such actions are for the sole and exclusive purposes of the Department and the governmental bodies acting in a governmental capacity. Any such actions by the Department and governmental bodies will not relieve the permittee of its obligations hereunder, nor are such actions by the Department and the governmental bodies to be construed as a warranty as to the propriety of the permittee's performance. The permittee shall indemnify and save harmless the State of Michigan, Michigan Transportation Commission, the Department and all officers, agents and employees thereof, and those governmental bodies performing permit activities for the Department and all officers, agents and employees thereof, pursuant to a maintenance contract, against any and all claims for damages arising from operations covered by this permit except claims resulting from the sole negligence or willful acts or omissions of said indemnities, its agent, or employees. In addition, permittee upon request shall furnish proof of insurance coverage for the term of this permit in an amount pre-specified.

10. This permit is not assignable and not transferable unless specifically agreed to by the Department.

11. The permittee, upon request of the Department, shall immediately remove, cease operations, and surrender this permit, or alter or relocate, at the permittee's own expense, the facility for which this permit is granted. Upon failure to do so, the Department may take any necessary action to protect the trunkline interest and the permittee shall reimburse the Department for its costs in doing same. The permittee expressly waives any right to claim damages or compensation in the event this permit is revoked.

12. The permittee shall, upon request by the Department, furnish a performance surety deposit in the form of a bond, cash, certified check, or (when authorized by the Department) an irrevocable letter of credit in such amount as deemed necessary by the Department to guarantee restoration of the trunkline highway or performance under the conditions of the permit.
13. The permittee hereby acknowledges and agrees that the Department has the right to demand completion by the permittee, or the performance surety, or to complete any uncompleted activity authorized by this permit which adversely affects the operation and/or maintenance of the state trunkline highway, or which is not completed by the expiration date of the permit, including:

a. Completion of construction of driveway and/or approach (not authorized by annual permit).
b. Removal of materials.
c. Restoration of the trunkline facilities and right of way as necessary for the reasonably safe and efficient operations of the trunkline highway.

The permittee further agrees to immediately reimburse the Department in full for all such costs incurred by the Department upon receipt of billing, and that upon failure to pay, the Department may effect payment with the performance surety deposit. Should the surety deposit be insufficient to cover expenses incurred by the Department, the permittee shall pay such deficiency upon billing by the Department. If the surety deposit exceeds the expense incurred by the Department, any excess will be returned or released to the depositor upon completion of the work to the satisfaction of the Department.

14. The Department reserves the right during the time any or all of the work is being performed to assign an inspector to protect the trunkline interest, and to charge the permittee all such costs incurred. In addition, the permittee may be billed any engineering and review fees incurred by the Department or its agent in connection with the work covered by this permit.

15. Emergency Operations: In time of disaster or emergency, or when utility lines or facilities are so damaged as to constitute a danger to life and/or property of the public, access to the same may be had by the most expeditious route. Work is to be completed in a manner which will provide the traveling public with maximum possible safety and minimize traffic distribution. Notice of such situations shall be given to the nearest police authority and the department as soon as can reasonably be done under the circumstances. During normal Department work hours, the facility owner shall advise the Department of any operations within right of way which affect traffic operations or the highway structure or facilities prior to performance of the work. After normal Department work hours, the permittee, at the beginning of the first working day after the emergency operation, shall advise the Department of any operations which affect traffic operations or the highway structures and facilities. If determined necessary by the Department, the permittee shall secure an individual permit for such work after notification.

16. Upon the Department's request, as built drawings of work performed will be furnished to the Department within 30 days after completion of the work.

17. The permittee shall give notice to public utilities in accordance with Act 55, P.A. of 1974, as amended, and comply with all applicable requirements of this act. The permittee shall also comply with requirements of Act 347, P.A. of 1972, as amended, controlling soil erosion and sedimentation.

18. The permittee acknowledges that the Department is without liability for the presence of the permittee's facility which is located within the trunkline right of way. Acceptance by the Department of work performed, and/or notice of termination of performance obligations for the surety and/or the permittee do not relieve the permittee of full responsibility for the permittee's work or for the presence of the permittee's facility in the trunkline right of way.

19. Where the Department has accepted an Indemnification Commitment in lieu of bond and/or insurance policies, such commitment is incorporated into this permit by reference.

20. It is illegal to discharge substances other than storm water into the Department's storm sewer system unless permission has been obtained in writing for other discharges.

21. The permittee shall be responsible for obtaining information on permitted environmental site closures within MOOT right of way. MDOT has implemented a program that allows environmental contamination to remain within the right of way by use of a permit. Issued permit information can be obtained from the Region/TSC in which the permit is issued. If the permittee will encounter a site area identified as a site closure permit area, the permittee shall follow instructions and conditions set forth in Supplemental Specifications #3 and specifications found in form 2205-C, "Special Conditions for Underground Construction".
SUPPLEMENTAL SPECIFICATIONS

1. Construction and Maintenance of Facilities – To construct and maintain utility crossings of limited access highways, access for the utility’s service vehicles may be from county roads, service roads, and openings authorized in limited access right of way fences. The construction of utilities across limited access highways should be for the purpose of serving a general area rather than providing individual services, unless extenuating circumstances necessitate such crossings.

   Equipment, vehicles or personnel will not operate within a distance of 30 feet from the edge of the pavement of roadways or ramps on limited access highways. At locations where utilities have been constructed in medians having a width greater than 30 feet or have otherwise been allowed to remain or to be constructed in limited access right of way, ingress and egress shall be by such routes as specified by the Department, which may also specify additional safety provisions.

2. Restoration- Restoration of the truckline highway and right of way will be such that it will provide a condition equal to or better than the original condition, in accordance with Michigan Department of Transportation Standard Specifications.

3. Excavation and Disposal of Excavated Material – The permittee shall provide and place the necessary shoring, shoring and bracing required to prevent caving, loss or settlement of foundation material supporting the pavement, or any other highway installation such as sewers, culverts, etc. The permittee shall assume all responsibility for this protection and shall not proceed in these areas before approval of the methods by the Department.

   Construction equipment and excavating material shall not be stocked in such locations that it creates a traffic hazard or interferes with the flow of traffic; and on limited access highways, shall be a minimum of 30 feet from the traveled way. Sod and topsoil shall be stacked separately from other excavated material. The permittee shall dispose of all surplus and unsuitable material outside of the limits of the highway, unless the permit provides for disposal at approved locations within right of way. In the latter case, the material shall be leveled and trimmed in an approved manner.

   When the permittee is excavating within truckline right of way and discovers existing contaminated soil and/or an abandoned underground storage tank, special permit specifications entitled “Special Conditions for Underground Construction” (Form 2205-C) shall apply.

4. Utility Cuts, Trenches and Pavement Replacement – Utility crossing by pavement cutting and removal are generally prohibited. If extenuating circumstances make tunneling, boring and jacking impractical, pavement cutting may be used with approval of the Department. All utility cuts, trenching and pavement replacement shall comply with the requirements of the Standard Specifications and the Standard Plan “Utility Cuts, Trenches and Pavement Replacement”. Unless otherwise specified, cuts in concrete residential and commercial drives shall be as above; except that the catch width shall be a minimum of 3 feet and the remaining slab from patch to existing joint shall be a minimum of 3 feet. Backfill shall be made with sand-gravel as specified in the Standard Specifications, unless otherwise directed. After the backfill has been placed and compacted by controlled density method, the pavement shall be replaced with new pavement of the original type and quality, unless at the season of the year when it is not feasible to replace pavement in kind. In this case, a temporary surface of bituminous material shall be placed with Department approval and later replaced with pavement of the original type at the applicant’s expense. Other pavement types may be allowed with prior approval of the Department.

5. Crossing Roadbed by Tunneling or Boring and Jacking – All crossing of roadbed operations involving tunneling, boring and jacking shall comply with the Department’s special provisions for such work.

6. Backfilling and Compacting Backfill – Unless otherwise specified, all trenches, holes and pits shall be filled with sound earth or with sand-gravel if so provided, placed in successive layers not more than 9 inches in depth, loose measure, and each layer shall be thoroughly compacted by tamping. All backfill compaction will be subject to check by the controlled density method.

7. Depth of Cover Method- Unless otherwise authorized, pipes shall be placed to a depth that will provide not less than 4 feet of cover between the top of the roadway surface and the pipe, 3 feet cover below the ditch line and the pipe.

8. Trees:

   a. The permittee is responsible for obtaining permission from abutting owners when trimming or removing trees on easement right of way.

   b. Tree removal or trimming may be undertaken only after submission of an “Advance Notice of Permitted Activity- Tree Trimming/Removal” (form 2215), a field review by the Region Resource Specialist and a written approved copy of the advanced notice returned to the permittee.

   c. Limbs, logs, stumps and litter shall be disposed of in a manner acceptable to the Department.

   d. Tree roots shall be bored a distance of one foot for each one inch of trunk diameter for underground utility installations.

9. Aerial Wire Crossings – Vertical clearance of wires, conductors and cables over state trunkline shall not be less than required by Section 232 of the National Electrical Safety Code, except in no case shall the under-clearance below any wire, conductor, or cable, under any temperature or loading condition, be less than eighteen feet (18’).
PERFORMANCE
RESOLUTION FOR GOVERNMENTAL AGENCIES

This Performance Resolution is required by the Michigan Department of Transportation for purposes of issuing to a municipal utility an "Individual Permit for Use of State Trunkline Right of Way" (form 2205), or an "Annual Application and Permit for Miscellaneous Operations Within State Trunkline Right of Way" (form 2205B).

RESOLVED WHEREAS, the CITY OF JACKSON (city, village, township, etc.)

hereinafter referred to as the "GOVERNMENTAL AGENCY," periodically applies to the Michigan Department of Transportation, hereinafter referred to as the "DEPARTMENT," for permits, referred to as "PERMIT," to construct, operate, use and/or maintain utility or other facilities, or to conduct other activities, on, over, and under state trunkline right of way at various locations within and adjacent to its corporate limits;

NOW THEREFORE, in consideration of the DEPARTMENT granting such PERMIT, the GOVERNMENTAL AGENCY agrees that:

Each party to this Agreement shall remain responsible for any claims arising out of their own acts and/or omissions during the performance of this Agreement, as provided by law.

This Agreement is not intended to increase either party's liability for, or immunity from, tort claims.

This Agreement is not intended nor shall it be interpreted, as giving either party hereto a right of indemnification, either by Agreement or at law, for claims arising out of the performance of this Agreement.

1. Any work performed for the GOVERNMENTAL AGENCY by a contractor or subcontractor will be solely as a contractor for the GOVERNMENTAL AGENCY and not as a contractor or agent of the DEPARTMENT. Any claims by any contractor or subcontractor will be the sole responsibility of the GOVERNMENTAL AGENCY. The DEPARTMENT shall not be subject to any obligations or liabilities by vendors and contractors of the GOVERNMENTAL AGENCY, or their subcontractors or any other person not a party to the PERMIT without its specific prior written consent and notwithstanding the issuance of the PERMIT.

2. The GOVERNMENTAL AGENCY shall take no unlawful action or conduct, which arises either directly or indirectly out of its obligations, responsibilities, and duties under the PERMIT which results in claims being asserted against or judgment being imposed against the State of Michigan, the Michigan Transportation Commission, the DEPARTMENT, and all officers, agents and employees thereof and those contracting governmental bodies performing permit activities for the DEPARTMENT and all officers, agents, and employees thereof, pursuant to a maintenance contract. In the event that the same occurs, for the purposes of the PERMIT, it will be considered as a breach of the PERMIT thereby giving the State of Michigan, the DEPARTMENT, and/or the Michigan Transportation Commission a right to seek and obtain any necessary relief or remedy, including, but not by way of limitation, a judgment for money damages.

3. It will, by its own volition and/or request by the DEPARTMENT, promptly restore and/or correct physical or operating damages to any State trunkline right of way resulting from the installation construction, operation and/or maintenance of the GOVERNMENTAL AGENCIES facilities according to a PERMIT issued by the DEPARTMENT.
4. With respect to any activities authorized by PERMIT, when the GOVERNMENTAL AGENCIES requires insurance on its own or its contractor's behalf it shall also require that such policy include as named insured the State of Michigan, the Transportation Commission, the DEPARTMENT, and all officers, agents, and employees thereof and those governmental bodies performing permit activities for the DEPARTMENT and all officers, agents, and employees thereof, pursuant to a maintenance contract.

5. The incorporation by the DEPARTMENT of this resolution as part of a PERMIT does not prevent the DEPARTMENT from requiring additional performance security or insurance before issuance of a PERMIT.

6. This resolution shall continue in force from this date until cancelled by the GOVERNMENTAL AGENCY or the DEPARTMENT with no less than thirty (30) days prior written notice to the other party. It will not be cancelled or otherwise terminated by the GOVERNMENTAL AGENCY with regard to any PERMIT which has already been issued or activity which has already been undertaken.

BE IT FURTHER RESOLVED, that the following position(s) are authorized to apply to the Michigan Department of Transportation for the necessary permit to work within state trunkline right of way on behalf of the GOVERNMENTAL AGENCY.

<table>
<thead>
<tr>
<th>Name</th>
<th>And/or</th>
<th>Title</th>
</tr>
</thead>
<tbody>
<tr>
<td>Jon H. Dowling, P.E.</td>
<td></td>
<td>City Engineer</td>
</tr>
<tr>
<td>Randall T. McMunn, P.E.</td>
<td></td>
<td>Assistant City Engineer</td>
</tr>
</tbody>
</table>

I HEREBY CERTIFY that the foregoing is a true copy of a resolution adopted by the JACKSON CITY COUNCIL of the CITY OF JACKSON of JACKSON at a REGULAR meeting held on the 16th day of DECEMBER A.D. 2008.

Signed ___________________________ Title ___________________________ CITY CLERK
December 10, 2008

TO: William R. Ross, City Manager
FROM: Carol L. Konieczki, Community Development Director
RE: Resolution to Amend the Fiscal Year 2008/2009 (Year 34) Community Development Block Grant (CDBG) Budget

The fiscal year 2008/2009 CDBG Budget allocated $75,000 to the City Emergency Hazard Repair Program. Due to overwhelming urgent needs in the community, current projects and encumbrances have nearly depleted these funds, leaving the program with a current balance available for future projects of $33,466.

The Community Development Department has assisted thirteen households with emergency hazard repairs totaling $80,088 for the period July 1, 2008 through November 30, 2008, including funds previously available from prior fiscal years. Staff fully expect the current increase in need for emergency assistance to continue throughout the upcoming winter months. The Emergency Hazard Repair Program will require additional funding to meet the requests.

Although there has also been an increase in requests for CDBG Homeowner Rehabilitation, there is sufficient funding for eligible projects under this program. Staff recommend reallocating $100,000 from the Homeowner Rehabilitation program to the Emergency Hazard Repair program to continue meeting the increased requests for necessary and urgent assistance.

Attached is a resolution to amend the fiscal year 2008/2009 (Year 34) CDBG budget to reallocate $100,000 from CDBG Homeowner Rehabilitation funds to CDBG Emergency Hazard Repair funds. Please place this item on the December 16, 2008 City Council agenda for consideration.

CK: hls
City of Jackson, Michigan
Resolution to Amend the 2008/2009 (Year 34)
Community Development Block Grant Budget

Whereas, the U.S. Department of Housing and Urban Development approved the Community Development Block Grant (CDBG) programs for fiscal year 2008/2009 (Year 34); and

Whereas, the City Council previously allocated funds for CDBG Homeowner Rehabilitation eligible services; and

Whereas, the City Council desires to reallocate funds for use for CDBG Emergency Hazard Repair eligible services; and

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

<table>
<thead>
<tr>
<th>Expense Account #</th>
<th>Account Description</th>
<th>Current Budget</th>
<th>New Budget</th>
<th>Change</th>
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</thead>
<tbody>
<tr>
<td>286.723.034.815.001</td>
<td>Emergency Hazard Repair</td>
<td>$ 75,000</td>
<td>$ 175,000</td>
<td>$ 100,000</td>
</tr>
<tr>
<td>286.723.034.815.000</td>
<td>Homeowner Rehabilitation</td>
<td>158,980</td>
<td>58,980</td>
<td>(100,000)</td>
</tr>
</tbody>
</table>

* * * * *

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 on the 16th day of December 2008.

IN WITNESS WHEREOF, I have hereto affixed my signature and the Seal of the City of Jackson, Michigan, on this 17th day of December 2008.

Lynn Fessel  
City Clerk
MEMORANDUM
City Clerk’s Office

November 25, 2008

TO: Honorable Mayor and City Councilmembers

FROM: Lynn Fessel, City Clerk

SUBJECT: Final Adoption of Ordinance No. 2008.13

Following is Ordinance No. 2008.13 which is on the December 16 agenda for final adoption. Council approved this Ordinance approving a PILOT for Blair Park 2005 Limited Dividend Housing Association on November 18.
ORDINANCE NO. 2008-13

An Ordinance adding Article III of Chapter 24 of the Code of Ordinances, City of Jackson Michigan to provide that Blair Park 2005 Limited Dividend Housing Association LLC, be granted Tax Exempt status subject to a Payment In Lieu of Taxes.

THE PEOPLE OF THE CITY OF JACKSON ORDAIN:

Section 1. That Article III of Chapter 24 of the Code of the City of Jackson be, and the same hereby is, added as follows:

ARTICLE III. BLAIR PARK TAX EXEMPTION ORDINANCE

Section 24-50. Title.

This article is the "City of Jackson Blair Park Tax Exemption Ordinance".

Section 24-51. Preamble.

It is acknowledged that it is a proper public purpose of the State of Michigan and its political subdivisions to provide housing for its citizens of low income and to encourage the development of such housing by providing for a service charge in lieu of property taxes in accordance with the State Housing Development Act of 1966 (1966 PA 346, as amended, MCL 125.1401, et seq. The City of Jackson is authorized by this Act to establish or change the service charge to be paid in lieu of taxes by any or all classes of housing exempt from taxation under this Act at any amount it chooses not to exceed the taxes that would be paid but for this Act.

It is further acknowledged that such housing for persons of low income is a public necessity, and as the City of Jackson will be benefited and improved by such housing, the encouragement of the same by providing certain real estate tax exemption for such housing is a valid public purpose; further, that the continuance of the provisions of this article for tax exemption and the service charge in lieu of taxes during the period contemplated in this article are essential to the determination of economic feasibility of this housing development which are rehabilitated and financed in reliance on such tax exemption.

Payment in Lieu of Tax Policy ("PILOT") enacted by the City of Jackson provides that the City’s action on each application is within its discretion. The Blair Park ownership
entity requested a 4% PILOT from the City during the term of the City’s then existing Ordinance 2003.19 adopted November 25, 2003, which provided for a 4% PILOT upon passage of a project specific resolution by the City Council. The City Council enacted a resolution which by its terms expired in 2008, to provide time to the City Council to review and revise its PILOT policy. Having now adopted a new PILOT policy which by its terms provides a PILOT prospectively to projects which have not yet commenced construction or rehabilitation, the City Council recognizes, based on the facts of this particular situation, that as a matter of fairness this project should essentially be handled in a manner which will provide equivalent treatment to that which would have been made available under Ordinance 2003.19. Accordingly, using the discretion provided under the City’s new PILOT policy, the following provisions apply to Blair Park.

Section 24-52. Definitions.

All terms are defined as set forth in the State Housing Development Authority Act of 1966, being Public Act 346 of 1966, of the State of Michigan, as amended, except as follows:

*Act* means the State Housing Development Authority Act, being Public Act 346 of 1966 of the State of Michigan, as amended.

*Annual shelter rent* means the total collections during an agreed annual period from or on behalf of all occupants of a housing development representing rent or occupancy charges, exclusive of charges for gas, electricity, heat, or other utilities furnished to the occupants.

*Authority* means the Michigan State Housing Development Authority.

*Class* means low or moderate income persons.

*Housing development* means a development which contains a significant element of housing for persons of low income and such elements of other housing, commercial, recreational, industrial, communal, and educational facilities as the Authority determines improves the quality of the development as it relates to housing for persons of low income.

*Persons of low income* means persons and families having an income of 80% or less of medium income, as established by the U.S. Department of Housing and Urban Development.

*Sponsor* means a person(s) or entity(ies), which have applied to the authority for an allocation under the low-income housing tax credit program (LIHTC) to finance a housing development.

*Utilities* means fuel, water, sanitary sewer services and/or electrical service, which are paid by the housing development.
Section 24-53. Class of housing developments.

It is determined that the class of housing developments to which the tax exemption and service charge in lieu of such taxes applies are multiple dwellings for persons of low income, which are financed or assisted by the authority or which are federal aided, as defined in the Act.

Section 24-54. Establishment of annual service charge.

Housing developments for persons of low income and the properties on which they are constructed are exempt from all property taxes from and after the later of acquisition of the project or enactment of this Ordinance. The City of Jackson, acknowledging that the sponsor and the Authority, in the case of a sponsor receiving a mortgage loan from the Authority, or the U.S. Department of Housing and Urban Development (“HUD”) in the case of a federally insured mortgage, have established the economic feasibility of the housing development in reliance upon the enactment and continuing effect of this article and the qualification of the housing development for exemption from all property taxes and a payment in lieu of taxes as established in this article, and in consideration of the sponsor's offer, subject to receipt of an allocation under the LIHTC program, to rehabilitate, own and operate the housing development, agrees to accept payment of an annual service charge for public services in lieu of all property taxes. The annual service charge is equal to four (4) percent of the difference between the annual shelter rents actually collected and utilities.

Section 24-55. Limitation on the payment of annual service charge.

Notwithstanding section 24-54 above the service charge to be paid each year in lieu of taxes for the part of the housing development which is tax exempt and which is occupied by other than residential low income persons or families is equal to the full amount of the taxes which would be paid on that portion of the housing development if the housing development were not tax exempt.

Section 24-56. Contractual effect of article.

This Ordinance granting tax exempt status, as provided in this article, must be adopted for each housing development qualified under the terms and provisions of this article. Notwithstanding the provisions of Section 15(a)(5) of the Act to the contrary, a contract between the City of Jackson and the sponsor with the Authority and HUD as third party beneficiaries under the contract, to provide tax exemption and accept payments in lieu of taxes, as previously described, is effectuated by enactment of this Ordinance.
Section 24-57. Payment of service charge.

The annual service charge in lieu of taxes as determined under the article is payable in the same manner as general property taxes are payable to the City of Jackson except that the annual payment must be paid on or before May 1st of each year.

Section 24-58. Duration.

The tax exempt status of the housing development approved under this Ordinance remains in effect until December 30, 2023.

Section 24-59. Severability.

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

Section 2. This Ordinance takes effect 30 days after its adoption.
November 26, 2008

MEMORANDUM

TO: William Ross  
   City Manager

FROM: Matthew R. Heins  
      Chief of Police

SUBJECT: Mobile Data Computer Purchase

The Police Department is seeking authorization from the City Council to utilize the Oakland County Purchasing Contract to purchase 22 Panasonic ToughBook Mobile Data Computers (MDCs). The contract is with Advanced Wireless of Wixom.

The Jackson Police Department uses MDCs in our patrol cars to enhance our ability to receive timely information regarding addresses, suspects, vehicles, and criminal activity occurring in the city. Our present MDCs were installed in 2003 and are now outdated due to technology advances and current infrastructure limitations. The new MDCs, recommended by the Department’s research committee, provide advancements in wireless technology making it possible for officers to complete police reports in the car and transmit them electronically to supervisors for review. The reports would then go directly to Jackson County Records Management System for storage.

The total purchase price for 22 MDC units is $110,292. Two Byrne JAG grants will fund $40,051 of this purchase, with the remainder $70,241, financed internally over the course of three years. We will build the funds for our first payment into our 2009/2010 fiscal year budget.

Please place this as an item on the City Council agenda for December 16, 2008. I or a representative will be present to answer any questions.

MRH/AP/ap/c:MCDPurchasemmo
cc: M. Cunningham
December 8, 2008

TO: William Ross, City Manager

FROM: Paul Vermaaten, Director Sewage Treatment & Fac.

RE: Change order number 1 for Paul E. Bengel Company for $45,476.21

On 1-8-2008 Paul Bengal Company was awarded work at the Wastewater Treatment Plant (Contract 1-Power House Piping Improvements). The work is essentially complete. The contractor performed extra work or supplied extra items. A listing of the work and cost for the work is attached.

The original contract amount was $1,810,000.00 change order amount is $45,476.21 the change order brings the total contract amount to $1,855,476.21. Money is available from the Wastewater Equipment Replacement Fund to pay for this change order.

If you concur, will you place this change order request on the next City Council agenda for their review and approval?
December 05, 2008

Mr. Paul S. Vermaaten  
Superintendent, Waste Water Treatment Plant  
161 West Michigan Avenue  
Jackson, MI 49201-1324

RE: Change Order 1 Approval, Contract #1, Power House Piping Improvements

Dear Mr. Vermaaten:

Enclosed please find Change Order No. 1 with backup material for the City of Jackson, Contract #1 – Powerhouse Piping Improvements from Paul E. Bengel Company.

It is the opinion of Earth Tech that the work described in this change order has been completed and the workmanship and material(s) are of the quality required by the Contract Documents. Further, Earth Tech recommends the invoicing be approved and payment made within the terms and conditions of the Contract Documents.

Please send a fully executed copy of Change Order No. 1 to Bengel and Earth Tech. If you have any questions, please call me at (616) 446-3192.

Sincerely,

Michael R. Rumler  
Project Representative
CHANGE ORDER NO. 1

Owner  City of Jackson  Date  December 01, 2008
Project  Waste Water Treatment Plant Power House Piping Improvements
Contractor  Paul Bengal, Mechanical Contractors
Date of Contract Start  January, 9, 2008  $ 1,810,000.00

You are directed to make the following changes in the Contract Documents. Description:

<table>
<thead>
<tr>
<th>ITEM:</th>
<th>Description</th>
<th>Cost</th>
</tr>
</thead>
<tbody>
<tr>
<td>7309-50</td>
<td>Relocate conduit feed to sludge pump controller and repair conduit feed to basement light.</td>
<td>$ 1,279.21</td>
</tr>
<tr>
<td>7309-51</td>
<td>Relocate conduits per attached proposal</td>
<td>$ 17,756.00</td>
</tr>
<tr>
<td>7309-52</td>
<td>Extra Bore and Jack</td>
<td>$ 6,800.00</td>
</tr>
<tr>
<td>7309-53</td>
<td>Deduct for using different check valves</td>
<td>$ (1,579.00)</td>
</tr>
<tr>
<td>7309-54</td>
<td>Additional 4” Gate Valve</td>
<td>$ 650.00</td>
</tr>
<tr>
<td>7309-55</td>
<td>Change 30” piping to 24” piping</td>
<td>$ 7,385.00</td>
</tr>
<tr>
<td>7309-56</td>
<td>Move sludge pump control panel</td>
<td>$ 435.00</td>
</tr>
<tr>
<td>7309-57</td>
<td>Move lights at 24” pipe</td>
<td>$ 846.00</td>
</tr>
<tr>
<td>7309-58</td>
<td>Install and cement Stop Logs in different location</td>
<td>$ 2,056.00</td>
</tr>
<tr>
<td>7309-59</td>
<td>Add new 8” gate valve in East Gallery Between pumps 4 and 6</td>
<td>$ 1,582.00</td>
</tr>
<tr>
<td>7309-60</td>
<td>Cooling Water to WAS pumps</td>
<td>$ 411.00</td>
</tr>
<tr>
<td>7309-61</td>
<td>Bolt replacement on primary pump base</td>
<td>$ 503.00</td>
</tr>
<tr>
<td>7309-62</td>
<td>Relocate water mains to accommodate 30” RAS pipe</td>
<td>$ 3,232.00</td>
</tr>
<tr>
<td>7309-63</td>
<td>Remove Standard washers, on tank plate, put washers on. Remove caulk inside tank adapter and recaulk and retest per Mike.</td>
<td>$ 387.00</td>
</tr>
<tr>
<td>7309-64</td>
<td>Install guardrail east gallery</td>
<td>$ 544.00</td>
</tr>
<tr>
<td>7309-65</td>
<td>Overhead crane East Gallery</td>
<td>$ 724.00</td>
</tr>
<tr>
<td>7309-66</td>
<td>Test Ball</td>
<td>$ 1,413.00</td>
</tr>
<tr>
<td>7309-67</td>
<td>RAS pump # 7, #8, #9, marked 10” on Print: 8” piping used</td>
<td>$ 1,052.00</td>
</tr>
</tbody>
</table>

Reason for Change Order:

- 7309-50  Required for installation as designed
- 7309-51  Required for installation as designed
- 7309-52  Conditions required work that exceeded Bore and Jack Allowances
- 7309-53  Value Engineering
- 7309-54  Value Engineering, Provided additional flexibility in plant operations
- 7309-55  Required because clearances required were not available as designed
Value Engineering, Provided additional flexibility and ease in plant operations
Safety Considerations. New piping diminished lighting in area and piping hit existing fixtures
Required for installation Condition found differed from record drawings
Value Engineering, Provided additional flexibility in plant operations
Required for installation as designed. Not shown on prints
Replacement required; existing bolts failed.
Required because clearances required were not available as designed
Requested by Engineer
Safety Considerations.
Value Engineering, purchase Contractor installed construction equipment at greatly reduced cost.
Value Engineering, purchase Contractor construction equipment at greatly reduced cost.
Required for installation Condition found differed from record drawings

<table>
<thead>
<tr>
<th>CONTRACT PRICE</th>
<th>CONTRACT TIMES (290 Calendar Days)</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>Original Substantial completion</td>
</tr>
<tr>
<td>Original:</td>
<td>$1,810,000.00</td>
</tr>
<tr>
<td>Previous C.O.s (ADD/DEDUCT):</td>
<td>$N/A</td>
</tr>
<tr>
<td>This C.O. (ADD/DEDUCT):</td>
<td>$45,476.21</td>
</tr>
<tr>
<td>Contract Price with all Approved Change Orders:</td>
<td>$1,855,476.21</td>
</tr>
</tbody>
</table>

It is agreed by the Contractor that this Change Order includes any and all costs associated with or resulting from the change(s) ordered herein, including all impact, delays, and acceleration costs. Other than the dollar amount and time allowance listed above, there shall be no further time or dollar compensation as a result of this Change Order.

THIS DOCUMENT SHALL BECOME AN AMENDMENT TO THE CONTRACT AND ALL STIPULATIONS AND COVENANTS OF THE CONTRACT SHALL APPLY HERETO.

RECOMMENDED:

By:  [Signature]
ENGINEER (Authorized Signature)  December 01, 2008

APPROVED:

By:  [Signature]
OWNER (Authorized Signature)  Date

ACCEPTED:

By:  [Signature]
CONTRACTOR (Authorized Signature)  12-2-08

Earth Tech, Inc.
98534  /  1
Project  Change
Number  Order No.
December 10, 2008

TO: William Ross, City Manager

FROM: Catherine Brechtelsbauer, Personnel Director

RE: Extension Agreement with Worker’s Compensation Third Party Administrator

The City of Jackson is self-insured for most worker’s compensation cases and purchases “excess insurance coverage” for cases that may exceed a maximum self-insurance liability amount. City Council approved a two year contract with Broadspire Services, Inc. which is scheduled to expire on December 31, 2008 for third party administration of most of the City’s worker’s compensation claims. Our earlier agreement was for anticipated fees of $21,195 in the first year, based on historical assumptions, and allowed Broadspire to raise its fees up to 3% in the second year. (Please recall that this contract was estimated to save approximately $20,000 per year from previous contracts for similar services.)

Because it has been an extraordinarily busy year, because Broadspire continues to provide excellent services, and because Broadspire has not raised its rates, the Personnel staff has not solicited new proposals for these services, except to ask Broadspire for a proposal for an eight month extension of the current terms and conditions. Broadspire submitted a proposal using the same rate structure and the same assumptions used in the earlier proposal, and anticipates an eight (8) month fee of $14,373. Personnel staff will work with Purchasing staff to do a full bid process for these services this summer.

Staff recommends City Council approve an eight (8) month extension agreement (through August 31, 2009) with Broadspire Services, Inc for third party administration of worker’s compensation cases in the amount of $14,373.

Please advise if you need additional information.

Concurrence with Staff Recommendation:

_________________________________________
William R. Ross, City Manager
December 5, 2008

TO: William R. Ross, City Manager
FROM: Carol L. Konieczki, Community Development Director
RE: Request to Increase CDBG Emergency Hazard Loan Income Limits

Community Development Staff have received numerous calls for emergency assistance over the last several months. With the current economy, Staff anticipate this trend in increased requests for assistance to continue. The current income limit to be eligible for a CDBG Emergency Hazard Deferred Loan is the household income must not exceed 50% of the area median income as determined by the Department of Housing and Urban Development (HUD). As a result, several households requesting assistance were over the income limit by minimal amounts and Staff was not able to provide the assistance they desperately require. A copy of the current income limits is attached for your reference.

For example, Staff recently received a request from a household of seven, including young children, to replace a non-functioning furnace. With the current income guidelines, however, Staff was unable to assist this family because they were over the income limit by approximately $2,000. This household has no other means to replace the furnace and in the meantime conditions will continue to deteriorate as winter is upon us. If the income limit was increased to 80% of the area median income the household would be eligible for the assistance.

Staff is currently working to update the rehabilitation guidelines, including the Emergency Hazard program. The new guidelines will not be complete until Spring 2009, at which time they will be presented to City Council in their entirety for approval. One update to the rehabilitation guidelines is to increase the income limit for emergency assistance from 50% to 80% of the area median income. Staff would like to request City Council approve a deviation from the current guidelines to accommodate this change until the complete update to the rehabilitation guidelines is final. By making this change prior to completion of the updated rehabilitation guidelines, Staff will be able to immediately assist additional households with emergency repairs this winter.

Please place this item for consideration on the December 16, 2008 City Council agenda.

Cc: Dennis Diffendiffer, Rehabilitation Coordinator
    Heather Soat, Financial Analyst
    Kim VanEvery, Rehabilitation Loan Specialist

CLK: hls
# CDBG INCOME LIMITS - 2008
City of Jackson

## Household Size

<table>
<thead>
<tr>
<th>% of Median</th>
<th>1 person</th>
<th>2 person</th>
<th>3 person</th>
<th>4 person</th>
<th>5 person</th>
<th>6 person</th>
<th>7 person</th>
<th>8 person</th>
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<tbody>
<tr>
<td>30%</td>
<td>12,550</td>
<td>14,300</td>
<td>16,100</td>
<td>17,900</td>
<td>19,350</td>
<td>20,750</td>
<td>22,200</td>
<td>23,650</td>
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<tr>
<td>50%</td>
<td>20,900</td>
<td>23,900</td>
<td>26,850</td>
<td>29,850</td>
<td>32,250</td>
<td>34,650</td>
<td>37,000</td>
<td>39,400</td>
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<tr>
<td>60%</td>
<td>25,080</td>
<td>28,680</td>
<td>32,220</td>
<td>35,820</td>
<td>38,700</td>
<td>41,580</td>
<td>44,400</td>
<td>47,280</td>
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<tr>
<td>80%</td>
<td>33,450</td>
<td>38,200</td>
<td>43,000</td>
<td>47,750</td>
<td>51,550</td>
<td>55,400</td>
<td>59,200</td>
<td>63,050</td>
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<tr>
<td>100%</td>
<td>41,800</td>
<td>47,800</td>
<td>53,700</td>
<td>59,700</td>
<td>64,500</td>
<td>69,300</td>
<td>74,000</td>
<td>78,800</td>
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<tr>
<td>115%</td>
<td>48,070</td>
<td>54,970</td>
<td>61,755</td>
<td>68,655</td>
<td>74,175</td>
<td>79,695</td>
<td>85,100</td>
<td>90,620</td>
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<tr>
<td>120%</td>
<td>50,160</td>
<td>57,360</td>
<td>64,440</td>
<td>71,640</td>
<td>77,400</td>
<td>83,160</td>
<td>88,800</td>
<td>94,560</td>
</tr>
</tbody>
</table>

Effective 2/13/08

/kve

kve/cdbg/inclmts
December 10, 2008

TO: William R. Ross, City Manager
FROM: Carol L. Konieczki, Community Development Director
RE: Request Authorize City Manager to Approve CDBG Emergency Hazard Project Limit

The current limit for an emergency hazard project funded by CDBG is $10,000.00 plus loan closing costs. Staff recently encountered a project in which the total cost of emergency repairs exceeded this limit. The home required a new furnace and new roof as the family had no heat and a severely, leaking roof. The total cost of the project was $11,320.00 and the loan amount was $11,406.59, including closing costs of $86.59. In an effort to minimize costs to the homeowner, Staff bid each item separately with individual contractors to preclude normal general contractor mark-up. Due to the nature of these urgent repairs, Council previously approved a memo at the November 18 meeting to increase the loan limit for CDBG emergency assistance for this project to expedite assistance to the family.

Staff is currently updating the rehabilitation guidelines, including the Emergency Hazard program. Staff anticipates the new guidelines will be complete in Spring 2009, at which time they will be presented to City Council in their entirety for approval. An update to the guidelines will include a request to authorize the City Manager to approve emergency hazard projects exceeding the $10,000.00 limit at his/her discretion up to a maximum of $15,000.00. As there have not been many projects in the past requiring such extensive emergency repairs, staff does not anticipate many emergency hazard projects will exceed the $10,000.00 limit. In the interim, Staff would like to request City Council approve a deviation from the current guidelines to accommodate this change and permit the City Manager to approve emergency hazard projects exceeding the $10,000.00 limit at his/her discretion up to a maximum of $15,000.00, until the complete update to the rehabilitation guidelines is final.

Please place this item for consideration on the December 16, 2008 City Council agenda.

Cc: Dennis Diffenderfer, Rehabilitation Coordinator
    Heather Soat, Financial Analyst
    Kim VanEvery, Rehabilitation Loan Specialist

CLK:hls
DATE: December 11, 2008

TO: William R. Ross, City Manager

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

RE: Grand River Artswalk and Hamilton Anderson Amendment #4

The City has been working to develop an Artswalk along the Grand River from downtown to the Armory Arts Village. The project stalled for several years as we sent documentation to Norfolk Southern Railroad seeking permission to use part of their right of way for the Artswalk. On October 16, 2008, you and I, along with Carol Konieczki, Randy McMunn, Amy Torres of The Enterprise Group and Sam Lovall of Hamilton Anderson Associates met with staff from Michigan Department of Environmental Quality (MDEQ) and Michigan Department of Transportation (MDOT) to discuss the status of grants from both agencies. Since we were getting nowhere with the railroad, the state agencies gave the City until early December to develop an alternate route that would not require negotiations with the railroad and suggested that we consider building the trail to the north along the river. We developed several routes as shown on the attached drawing.

Then, in early November, City staff met with representatives of Consumers Energy, Tingley Paint, Art Moehn properties, Jackson County Fair, and Enterprise Group to see if we could get easements to cross their property. Each of the representatives were favourable to having the artswalk on their property.

On December 5, 2008, we met with MDOT and MDEQ again to review our progress and to inform them of a problem with segment two. A title search confirmed that a parcel just south of the Tingley property was owned by Norfolk Southern. This made segment two an invalid option at this time, since it reintroduced railroad negotiations. The only option available to build next year is Option One using segments three and four, which is also the lowest cost of the three options. Both MDOT and MDEQ were pleased with our progress and approved of Option One.

During the meeting we discussed restoring the brick road on Mechanic from Ganson to the Armory Arts and installing decorative lighting. MDOT was acceptable to using some of the unused balance of the Enhancement Grant on a 50-50 match to fix up Mechanic Street. We provided an aggressive time schedule to do this work in the following construction season which is as follows:

- Council Authorization for HA to begin design: December 16, 2008
- Submit GI Package and Programming: February 20, 2009
- GI Date – Approximate: March 20, 2009
- Final Plans, Proposal and Estimates (MDOT Dates): April 29, 2009
- MDOT Letting Date: July 10, 2009
- Begin Construction: August 14, 2009
Hamilton Anderson Associates has been working with the City on the Artswalk since the beginning. The first set of plans prepared to submit to MDOT for review is the design along the railroad which will not meet our funding schedule. This design could be used in the future if we are able to get to an agreement with the railroad. The new route now needs to be surveyed and designed. Hamilton Anderson has prepared Amendment #4 to their contract in the amount of $163,721.00. The funding for this amendment is budgeted in the major street funds. In order to start the survey and meet this aggressive schedule to build this project next summer we need to start as soon as possible.

With your concurrence, I request that the attached Amendment # 4 to Hamilton Anderson Associates for the Grand River Artswalk be submitted to City Council for their approval and that the City Manager and City Engineer be authorized to sign the amendment.

Please do not hesitate to contact me if you need further information.

c: Randall T. McMunn, Assistant City Engineer
   Carol Konieczki, Community Relations Director
**Grand River ArtsWalk**

**City of Jackson, Michigan**

**Route Analysis**

- **December 2008**

---

**Segment One**
- 80’ - 10’ wide HMA Bike Path between Trail St. and Ganson St.
- Bike lanes on Trail St.
- At grade railroad crossing
- Seating area along path

**Segment Two**
- 1,617’ - 10’ wide HMA Bike Path between Ganson and North St.
- Bridge crossing
- Streambank stabilization
- Decorative fencing along railroad

**Segment Three**
- 730’ - 10’ wide HMA Bike Path through existing gate in Armory wall
- Shared bike lane on Mechanic and Road through village
- 6’ wide sidewalks on both sides of Mechanic St.
- At grade railroad crossing
- 6’ wide sidewalks on Mechanic St. (Ganson to Louis Glick HWY) both sides

**Segment Four**
- 2,570’ - 10’ wide HMA Bike Path between North and Monroe St.
- Bridge crossing to Lions Park
- Seating areas
- Sidewalk on Monroe St.
- Connecting to existing bike lanes on Monroe St.

---

**Participatory Costs**

<table>
<thead>
<tr>
<th>Option</th>
<th>Cost</th>
</tr>
</thead>
<tbody>
<tr>
<td>Option One:</td>
<td></td>
</tr>
<tr>
<td>Segment Three and Four</td>
<td>$695,632</td>
</tr>
<tr>
<td>Option Two:</td>
<td></td>
</tr>
<tr>
<td>Segment One, Two and Four</td>
<td>$1,348,866</td>
</tr>
<tr>
<td>Option Three:</td>
<td></td>
</tr>
<tr>
<td>Segment Two and Four</td>
<td>$1,164,380</td>
</tr>
</tbody>
</table>

---

**Legend**

- Direction of photo
- Railroad
- Existing Bike Lanes in the Street
- Bridge
- Bike Lanes in the Street
- 10’ wide HMA Bike Path

---

1. Mechanic St. looking South
2. Railroad Tracks between Ganson St. and North St. looking North
3. Door at Armory Arts Wall - North St.
4. Natural Area between North St. and Monroe St.
5. Grand River looking South from Bridge on Monroe St.
6. Jackson County Fairgrounds parking lot looking South
7. Railroad Crossing at Trail St. looking West
December 11, 2008

Jon Dowling
City of Jackson
161 West Michigan Ave.
Jackson, MI 49201

Subject: Re: Grand River ArtsWalk;
Amendment No. 4
HAA Job No: 25303.00

Dear Mr. Dowling:

Thank you for the opportunity to submit this amendment to the Grand River ArtsWalk project contract. We respectfully request approval of Amendment No.4 in the amount of $163,701. A breakdown and description of the scope of services is enclosed.

Original Contract Amount: $144,880.00
Amendment No. 1: $ 47,660.00
Amendment No. 2: $ 46,425.00
Amendment No. 3: $ 5,500.00
Current Contract Total: $244,465.00

Proposed Amendment No. 4: $163,721.00

Proposed New Contract Amount: $408,186.00

Please execute (3) three copies and return one for our office file. If you have any questions or comments please contact us. We appreciate this opportunity to submit this amendment for your consideration. Thank you.

Sincerely,

HAMILTON ANDERSON ASSOCIATES

Sam B. Lovall ASLA
Project Manager

ACCEPTED: CITY OF JACKSON

By: __________________________
    William R. Ross, City Manager

By: __________________________
    Jon H. Dowling, City Engineer

Date: _________________________

B:mo
Enclosure

Hamilton Anderson Associates
1435 Randolph Suite 200 Detroit, Michigan 48226  p 313 964 0270  f 313 964 0170
www.hamilton-anderson.com
Grand River ArtsWalk
City of Jackson
HAA Job #: 25303.00
December 9, 2008

Amendment No. 4 Scope of Services

Task One: Trail Improvement from Glick St. north to Monroe St. (using Mechanic St. in its existing condition)

Schematic Design/Design Development and Construction Documents
Based on Norfolk Southern Railroad’s reluctance to discuss easements for portions of the Grand River ArtsWalk, various alternate routes were studied that do not involve Norfolk Southern Railroad ROW. Three trail route alternatives were presented to representatives from the Michigan Department of Transportation (Enhancement Program) and Michigan Department of Environmental Quality (CMQ Grant Program) on December 5, 2008. Enthusiasm from both funding agencies was noted in their desire to redirect funding to construct the following trail route (this route will connect the Armory Arts Village to Downtown along Mechanic Street and extend the path further to the north toward an east/west state wide connector. Meanwhile, negotiations will continue with Norfolk Southern Railroad for a path along the river between Armory Arts Village and Downtown). The route endorsed by both funding agencies is as follows:

From Louis Glick Highway to Armory Arts Village along Mechanic Street – new sidewalks combined with existing bike lanes in the street; through the Armory Arts – on-street bike lanes and sidewalks, transitioning to a shared use path; along North Street to the Grand River’s east bank – on-street bike lanes and sidewalks; from North Street to Monroe Street – a shared use path along the river, including a pedestrian bridge/spur path over the river to Lions Park; and on Monroe Street to connect with existing sidewalks to the East and sidewalks on Blackstone (to the West) – on-street bike lanes and sidewalks.

Hamilton Anderson proposes to assist the City in developing design plans and construction documents for this task / pathway development as an amendment to our agreement for the Grand River ArtsWalk Project. A breakdown of costs is as follows:

Project Organization, Schematic Design and Design Development
Total Hours – 300* Expenses - $1,357 Estimated Not to Exceed Cost - $73,797
- Project set up, administration, scope revisions, budget, schedule, etc.
- Provide soil borings to determine path material, base material and bridge foundation design (geotechnical)
- Provide topographic, easement, wetland limits and utility survey
- Determine wetland limits along trail (evaluation of wetland)
- Provide revised river hydrologic analysis/design (inc. hydraulic model and report)
- Site reconnaissance/ trail route determination North to Monroe
- Develop concept plans for revised route
- Prepare graphics to support new trail
- Prepare estimate of probable costs
- Review concept alignments & prelim. details w/ City (conf. call)
- Receive approval on concept direction from City and revise plan / graphics
- Present schematic design to public & stakeholders (open house)
- Summarize information gathered at public meeting in memorandum format
- Revise initial grant application in conjunction with City of Jackson
- Further develop approved trail alignment
- Prepare estimate of probable costs for final alternative
- Review concept alignment & prelim. details w/ City (Meeting)
Receive approval on final design direction from City and revise plan / graphics
  o general development plan
  o landscape plan
  o construction details (sketch format)
- Prepare estimate of probable costs for complete DD package
- Review final DD package w/ City (conference call)
- Submit permits for construction approval (MDEQ, City of Jackson, County, etc)

Construction Documents
Total Hours – 413* Expenses - $1,652 Estimated Not to Exceed Cost - $60,461
Prepare documents (drawings and technical specifications) to be used for bidding purposes by the City of Jackson. Documents will include, but not be limited to;
  - Cover sheet
  - Existing conditions
  - General development
  - SESC
  - Layout and grading
  - Street striping plans
  - Utility improvements
  - Landscape plans
  - Site development details
  - Bridge plan and details
  - Special provisions and technical specifications
  - QA/QC review (in house)
  - QA/QC revisions
  - Permit drawings
  - Final estimate of probable costs
  - Owner Review @ 50% and 90% complete
  - Revisions per owner comments
  - Submit for Grade Inspection
  - GI Revisions

Total estimated cost for Task One: $137,267

Task Two: Mechanic Street Improvements, Ganson Street to Armory Court (+/- 600 ' of New Brick Street, Curb and Gutter, Sidewalk, Historic Lighting, etc.)
Further discussions with MDOT and MDEQ invited a request for funding to reconstruct the brick street along Mechanic Street, including new curb and gutter, sidewalks and street lights, from Ganson to the Armory Arts Village.

Hamilton Anderson proposes to assist the City in developing design plans and construction documents for this pathway development as an amendment to our agreement for the Grand River ArtsWalk Project. A breakdown of costs is as follows:

Project Organization, Schematic Design and Design Development
Total Hours – 126* Expenses - $531 Estimated Not to Exceed Cost - $14,120
  - Project set up, administration, scope revisions, budget, schedule, etc.
  - Provide soil borings to determine street cross section (geotechnical)
  - Provide AutoCAD drawing to the City, conforming to the City standard for developing separate utility construction plans.
  - Develop concept plan for street reconstruction (one alternative)
  - Research brick pattern and material sources
  - Prepare estimate of probable costs for each alternative
  - Prepare preliminary SHPO Documentation (support City of Jackson)
  - Review preliminary application with City and SHPO staff (conference call)
• Revise application and submit to SHPO office
• Further develop approved street alignment
• Prepare estimate of probable costs for final alternative
• general development plan
• general historic lighting and electrical distribution plan
• construction details (sketch format)
• Prepare estimate of probable costs for complete DD package

Construction Documents
Total Hours – 84* Expenses - $338 Estimated Not to Exceed Cost - $11,465
Prepare documents (drawings and technical specifications) to be used for bidding purposes by the City of Jackson. Documents will include, but not be limited to;
  • General Development
  • Street Layout and grading
  • Utility improvements
  • Street Details
  • Electrical and lighting Plan
  • Special Provisions and technical specifications
  • QA/QC Review (in house)
  • QA/QC Revisions
  • Permit Drawings
  • Final Estimate of probable costs
  • Owner Review @ 50% and 90% complete
  • Revisions per owner comments
  • Submit for Grade Inspection
  • GI Revisions

Total estimated cost for Task Two: $ 26,454

Total estimated cost for Amendment No. 4: $163,721

*Hours represent HAA hours only, does not include hours for sub-consultants.

Schedule of Work
Hamilton Anderson Associates will submit necessary documents for grade inspection to the Michigan Department of Transportation (MDOT) on or before February 20, 2009. Final plans, grant proposal and estimate of probable costs will be submitted to MDOT no later than April 29, 2009.
MEMORANDUM

DATE: December 1, 2008

TO: William R. Ross
    City Manager

FROM: Matthew R. Heins
      Chief of Police

SUBJECT: November Manager’s Report

Chief Matthew Heins

• Attended:
  o POLC-NS mediation
  o Dahlen Conservancy Benefit Breakfast
  o LEAF Meeting
  o Outdoor Range Meeting with Insurance Carrier and City Attorney
  o In-Service Training
  o Area Chief’s Meeting
  o Human Relations Commission Meeting
  o Concealed Pistol Law Meeting with Gilbert Carlson
  o Lansing Community College Police Academy Graduation
  o Citizens Police Academy Graduation

• Hosted Employee of the Month Reception for Sergeant Carter

• Held End of Probation Meetings with:
  o Officer Jim Bonneau
  o Officer Steve Andrews

• Interviewed by Reserve Officer for Class Report on 2nd Amendment

• Held Meeting with Incoming Detective Sergeant Regarding Expectations

• Held Meeting with Incoming Training Officer Regarding Expectations

• One week vacation

Deputy Chief John Holda

• Attended:
  o Area Chief’s Meeting
  o 911 Changeover Meeting
- Training Consortium Meeting
- MPRI Subcommittee Meeting
- Criminal Justice/Corrections Advisory Board – Jackson Community College
- POLC-Non Supervisory Unit – mediation
- Pistol Range Meeting
- Allegiance Health Update Meeting
- Open Carry/Firearms Meeting w/city attorney
- MDC Project: Capital Improvement project request completed along with project outline memo to Chief/Margaret Cunningham (Purchasing) for review and schedule on December council agenda.
- 12 hour shift posting and coordination with lieutenants
- Ethics presentation at Citizens Police Academy
- Sample order review for draft Records Retention Policy
- One week vacation

Lt. Aaron Kantor

- Attended:
  - MPRI meeting – Discussed parolee placement
  - Citizens Police Academy Presentation
  - LEAF meeting in Lansing – Discussed policy drafts
  - Homeland Security meeting in Lansing
  - Mental Health Court meeting – Reviewed possible additions to the court
  - SRT Training
  - In-Service Training
  - Meeting with City Attorney and City Clerk to finalize pawn shop ordinance language
- Met with Community Development on possible CDBG project with graffiti.
- Other update information:
  - Tentatively finished the pawn shop ordinance language change. Hope to have this in front of Council in early 2009.
  - Finished a proposal to update our secondary PSAP with homeland security funds. Committee will review proposals on December 3 and will make final decision on December 17. Approx. cost – $60,000
  - Worked on possible graffiti project with CDBG funds. Ultimately decided CDBG funds may not be the best option due to the significant strings attached. (Mandatory paint training for citizens, etc.)
  - Worked with JTV on the production of a community DVD which would educate the public on how to avoid disorderly and resisting arrests.
  - Another arrest was made as the result of the mortgage fraud investigation. (Freddie Young)
- One week vacation

Lt. Christopher Simpson

- Attended:
  - Department Head meeting
Meeting with Steve Thelen to discuss rental of the event center and debrief the County Fair event for 2008
Attend the Ordinance Review Committee Meeting
Met with Chief and City Attorney Gilbert Carlson to discuss Open Carry laws
Domestic Violence Committee meeting
Human Services Committee meeting
Jackson Area Landlord Associations meeting with the general membership.
Discussed issues relevant to landlord/tenant issues