

CITY OF  
**JACKSON**   
MICHIGAN



**ANNUAL  
REPORT** **2021**



## A Message from the CITY MANAGER

As we worked through the ups and downs of the second year of the COVID-19 pandemic, I am proud of what our City accomplished. The 2021 Annual Report is a reflection of this hard work and dedication to service.

A “new normal” for our City government persevered through the challenges. In some ways, 2021 looked like a time before we had heard of COVID-19. But of course, there was no mistaking that the pandemic continued to shape our lives. Masks at City Hall came off briefly in the summer, only to be put back on for the rest of 2021 due to another surge.

Our City government continued to do its part in taking care of the community. A landmark collaboration with Consumers Energy, the Our Town Meal Distribution Program, had City employees working alongside volunteers at the MLK Center to distribute more than 18,000 free meals from local restaurants. This brought

food into the homes of residents during tough times and helped restaurants impacted by shutdowns. The MLK Center was also the site of a partnership with Henry Ford Allegiance Health to bring COVID-19 vaccines into the heart of the community. More than 1,100 vaccine doses were given at the center, making sure our residents had access to this game-changing vaccine.

Concerns about how the pandemic was going to impact City finances were eased thanks to \$31 million in American Rescue Plan Act (ARPA) Funds coming to Jackson from the federal government. This year saw officials allocating more than \$10 million in funds toward infrastructure improvements, public safety, gun violence prevention, and affordable housing.

In my second year as City Manager, it was important to set a clear vision for City services. Here are new mission and vision statements adopted by City administration this year.

### **Mission Statement**

The City of Jackson strives to improve the quality of life for our residents. We do this through efficient services, local leadership, financial responsibility, and community equity. Our dedication to serving residents makes Jackson a vibrant, welcoming city.

### **Vision Statement**

The City of Jackson shall be a bold, inclusive city that is a shining example for all Michigan communities. Using sustainable planning, innovative economic development, and expanding city services, we will build a community that provides equitable opportunities for all residents.

While the storm clouds start to part, we’re hoping 2022 will bring brighter days ahead.

**Jonathan Greene**  
City Manager

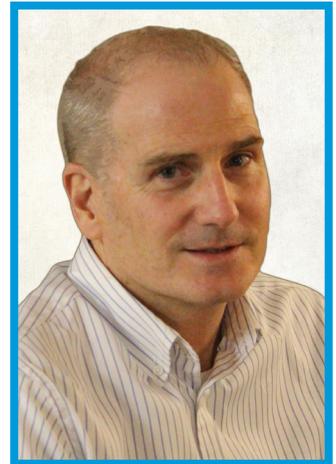
# TREASURER & INCOME TAX OFFICE

The City of Jackson runs the **TREASURER'S OFFICE** and **INCOME TAX** administration jointly and both are administered by City Treasurer Martin Griffin. He has served as Treasurer and Income Tax Administrator since March 2018.

Property taxes, income taxes, water bills, special assessments and parking violations are all paid through the Treasurer's Office. Payments can be made in person, in our dropbox, online, or through the U.S. Mail.

The City of Jackson has had an income tax since 1970. All residents with an income of \$600 or more, no matter where it was earned, are required to file a tax return each year. The resident tax rate is 1%. All non-residents working inside the City Limits are taxed at a rate of .5% on all wages earned in the City. The income tax filing deadline is April 30 of each year.

Efforts are ongoing to bring all residents into compliance with the Income Tax Act. Assessments, collection agencies and warrants are all measures utilized by the City to collect unpaid or unreported taxes.



**Martin Griffin**  
City Treasurer

# CITY CLERK'S OFFICE

The **CITY CLERK'S OFFICE** is run by City Clerk Andrea Muray, who has been serving in this role since 2018. Functions of the office include business licenses, payments from/to City departments, parking permit administration, custodian of City records, elections, and voter registration. Muray is also the clerk of the City Council. Highlights of the year include:

- Successfully completed two elections amid the continued pandemic and the challenges that result from it.
- Completed continued education through the State of Michigan Bureau of Elections.
- Partnered with the Treasurer's Office and was the 2021 Cereal Challenge winner, collecting over 600 boxes of cereal for local food banks.
- 4.5% increase in the number of registered voters in the City of Jackson.
- 248% increase in the number of absentee ballots issued in the Aug. 2021 primary election.\*
- 209% increase in the number of absentee ballots issued in the Nov. 2021 general election.\*

\*Numbers compared to the 2019 City wide election cycles.



**Andrea Muray**  
City Clerk

# ASSESSOR'S OFFICE

The **ASSESSOR'S OFFICE** is responsible for determining the assessed and taxable value for all property in the City of Jackson. City Assessor Jason Yoakam and staff answer inquiries from residents, property owners, mortgage companies, prospective buyers, business professionals, appraisers and government agencies. We provide information on assessment policies and procedures, lot sizes, lot splits, legal descriptions, owners of land and qualifications for filling of State exemptions.

Additionally, the Assessor's Office tracks and verifies principle residential exemptions, updates property ownership information, creates special assessment rolls, maintains property tax maps, collects and analyzes sale data, defends assessments before the Michigan Tax Tribunal and maintains a computer-assisted mass appraisal system.



**Jason Yoakam**  
City Assessor

# CITY ATTORNEY'S OFFICE

The **CITY ATTORNEY'S OFFICE** is a full service law office, delivering a complete range of legal services to the City's elected and appointed officials and departments. The legal department defends the City against lawsuits, works to resolve citizen complaints, drafts City ordinances, resolutions, contracts, and real estate documents. Other services include defending the City Assessor's Office in real and personal property tax cases filed with the State Tax Tribunal, responding to subpoenas, and tracking legislation affecting the City.

City Attorney Matthew Hagerty and his staff successfully defended the City in several lawsuits this past year including a proposed class action suit, a variety of contract claims, Department of Civil Rights investigations, and other complex civil litigation. The City Attorney's Office continues to advise all City departments on a variety of legal matters that impact daily operations.

Mr. Hagerty's staff consists of an attorney who handles Administrative Hearings Bureau cases, an attorney who handles criminal prosecutions in 12th District Court, and two paralegals. The following is a synopsis of just some of the matters that were handled in 2021 by the legal department:

- 1,252 criminal cases were prosecuted in the 12th District Court. Although in-person trials resumed in 2021, pretrials and hearings continued to be conducted via Zoom.
- 605 police reports were reviewed for possible arrest warrants, and 515 of those resulted in criminal charges being filed in the District Court.
- 390 new zoning, housing, garbage, and other blight-related ordinance violations were prosecuted in the City's Administrative Hearings Bureau (AHB).
- 88 cases were filed in Small Claims Court against property owners who failed to comply with their judgments. Outstanding judgments with smaller balances were referred to a collection agency.
- 34 insurance claims were processed for incidents ranging from flooding and tree limb damage to malicious destruction of property and theft.



**Matthew Hagerty**  
City Attorney

# CITY MANAGER'S OFFICE

The **CITY MANAGER'S OFFICE** is led by City Manager Jonathan Greene. Appointed by the City Council, the manager oversees all other appointed officials and City departments. Along with maintaining the efficiency of services, this office assists the Mayor and City Council with official business, provides internal and external City communications, manages the sale of City-owned property, and oversees economic development.

A bright spot in 2021 for the City Manager's Office was selling more than 100 vacant City-owned lots to adjacent property owners. Administrative Assistant to the City Manager Lisa Moutinho administered the sale of 108 vacant lots this year, bringing in nearly \$50,000 of revenue to the City.

While the City Manager's Office continued utilizing the Public Information Officer for general communications and media relations, more emphasis was put on internal employee communications in 2021. This office launched "In the Loop" early in the year, which is a monthly meeting over the online Zoom platform for employees to learn about what's happening in Jackson and the workplace. This and other efforts have helped build more workplace connections amongst employees.

This was also the first full year of the City's collaboration with the Anchor Initiative to provide economic development for the City of Jackson. This partnership brought City officials more closely into economic development planning and is helping spur the redevelopment of the Hayes Hotel property.

# DIVERSITY, EQUITY & INCLUSION

The **DEPARTMENT OF DIVERSITY, EQUITY AND INCLUSION (DEI)** enjoyed its first full calendar year in 2021. Created in late 2020, DEI focuses on racial equity efforts in the City of Jackson. The department is headed by John Willis, the City's Chief Equity Officer. DEI works with the City Manager to create, maintain and promote opportunities that enhance diversity, equity, and inclusion within the City.



**John Willis**  
Chief Equity Officer

This year was a very active and exciting year for the department, accomplishing many of the City's initial goals in diversity, equity, and inclusion. Some of this year's groundwork included:

- Seating and staffing the first Racial Equity Commission (REC) in Jackson.
- Implementation of the Martin Luther King Jr. Corridor Improvement Authority (MLKCIA).
- Coordinating and staffing the first City of Jackson Youth Council.
- Promoting and staffing the City of Jackson Human Relations Commission (HRC).
- Formed an Internal Policies and Practices Committee and Public Relations Committee for the Diversity Action Team to look internally at how we interact with the community.
- Organized a breakfast cereal drive for local food banks, collecting and donating 1,861 boxes of cereal donated by City departments.
- Scheduled an LGBTQ Community Forum.

Some results produced by the department in collaboration with its commissions and teams include:

- The City of Jackson's Fair Chance Housing Ordinance (HRC).
- The City of Jackson Police Oversight Commission (HRC).
- Released official request-for-quotes for the City of Jackson's Racial Bias Audit (REC).
- Held Community Listening Sessions in each ward on racial equity (REC).
- Established relationships with the Anchor Initiative and the GWJ Consulting Firm for the MLKCIA.
- Michigan Municipal League State Presentation on diversity initiatives.
- Collaboration with United Way and local organizations on transitional housing issues in the City of Jackson.
- Monthly meetings and activities with the City of Jackson's Diversity Action Team with members from various City departments participating in trainings and providing input towards creating the City's Diversity Initiative. This team created the mission and vision statements for the initiative.
- The Youth Council visited the State Capitol to meet with legislators on environmental issues.

For every one of the accomplishments and initiatives achieved, it took a great deal of work and collaboration from each commission, council, and team member, along with the support and efforts of our Office Administrator, Bethsemame Williams. Every department has been supportive of our efforts. Administratively, from our City Manager to our Mayor and City Council, the department's efforts have been encouraged, and the challenge of having uncomfortable conversations and embracing our changing community, accepted.



DEI Office Administrator Bethsemame Williams poses with the cereal collected for local food banks.

# DOWNTOWN DEVELOPMENT AUTHORITY

The **DOWNTOWN DEVELOPMENT AUTHORITY (DDA)** is responsible for creating a vibrant downtown for all residents and visitors to enjoy. Led by Executive Director Cory Mays, the DDA plans numerous downtown events (such as car shows, food truck events, art walks, sidewalk sales) and coordinates with businesses to increase foot traffic. The DDA works to bring new businesses and apartments into the downtown area, communicating closely with local and City leaders. The authority also runs the Grand River Farmers Market, sells gift certificates featuring almost all downtown businesses, and manages the special event application process for the City of Jackson.



Outdoor events resumed in 2021, bringing more people back to enjoy Downtown Jackson.

The DDA was excited to offer all our traditional downtown summer events in 2021. We also offered two new events, a Fall Festival (in conjunction with the K105.3 Chili Cookoff) and Christmas in the City (in collaboration with our downtown retailers). We're proud of our work to support downtown businesses and restaurants this year through outreach, advertising, and assistance with various statewide loan/grant opportunities. Generous support from Consumers Energy allowed the authority to sell a large number of downtown gift certificates via a dollar-for-dollar matching program, a direct cash-infusion for many businesses.

The DDA, working with the Anchor Initiative and the Department of Public Works, installed a new downtown speaker system, helped to fund two new retail hanging signs, and re-opened our facade and rehabilitation grant/loan programs. We also provided numerous outdoor seating areas for downtown bars/restaurants, offering more options for safe dining during the COVID-19 pandemic. The DDA is optimistic as we enter 2022, ready to continue serving our constituents and all visitors to downtown through outreach, support, and events.

## COMMUNICATIONS



**Aaron Dimick**  
Public Information Officer

The City's **COMMUNICATIONS** section is run by Public Information Officer Aaron Dimick under the direction of the City Manager. As the City moved into a different phase of the pandemic, communications continued to be essential for updating residents on changing situations. Communications highlights from 2021 include:

- Dispersed 75 news releases to local media outlets.
- Grew social media accounts to include 14,000 Facebook followers, 2,200 Twitter followers and 1,800 Instagram followers.
- Created new website sections for residents to learn about lead service line replacements and American Rescue Plan allocations.
- Utilized CodeRED phone, email and text messages to reach residents for messages regarding COVID-19 information and City services.
- Mailed four seasonal newsletters to residents and businesses.
- Collaborated with Ella Sharp Museum on Black History Month celebration.
- Developed and hosted "In the Loop", a monthly Zoom meeting that informs employees about workplace and community news.
- Completed photo survey of all Jackson public parks.
- Relayed the latest vaccine and mask information.

# HUMAN RESOURCES DIVISION

The **HUMAN RESOURCES DIVISION** serves the City's workforce and job-seeking public. The division is responsible for customer service, recruitment, benefits administration, compensation, unemployment and workers' compensation, employee law compliance, and employee and labor relations for the City's four unions and the non-union workforce.

COVID-19 continued to take up considerable attention of this division in 2021. Employees were responsible for documenting employee vaccinations, testing and cases. 98 cases were recorded by Human Resources.

In 2021, Human Resources staff reviewed 295 applications to hire, promote or transfer full-time employees. Staffing numbers increased thanks to some pandemic stabilization. By the end of this year, there were 227 City employees; 210 working full-time and 17 part-time employees. There were 47 new hires and 23 promotions. The workplace was still not totally immune from changing lives brought by COVID-19. There were 12 terminations, 13 resignations and nine retirements. Thankfully, there were no positions eliminated this year.

In addition to consulting with various City leaders and employees regarding Union issue intake and dispute resolution, Human Resources maintained a vital role on the City's negotiating team during labor negotiations. Under the City Manager's leadership, strengthening collaborative relationships with the City's union partners became a priority in 2021. Revitalized partnerships with the POLC-S, POLC-NS, IAFF, and MAPE led to productive negotiations where four collective agreements were renewed.



This graphic was posted to the Job Opportunities web page to show the City's commitment to fostering a diverse workplace.

## NEW CITY SEAL



A new official City Seal was selected by the Jackson City Council in Nov. 2021. The effort to replace the City's Andrew Jackson seal started in July 2020 during increased conversations about racial equity. The previous seal, which had been in use since 1937, referenced a statue of President Jackson in Washington, D.C. Some in the community believed it was inappropriate to have a direct reference to the City's namesake on our seal considering Jackson's racist actions as president.

The Jackson Public Arts Commission was tasked by the City Council to come up with imagery that was more specific to the City of Jackson, Michigan and removed depictions of President Jackson. Commissioners held meetings with residents on what they'd like the new seal to look like. The commission then worked with a graphic design company to come up with a new design.

The new City Seal shows an outline of the Downtown Jackson skyline with bands of blue and green, which represent the Grand River and greenery in Jackson.

It's different from the City's logo, which is used for signage and promotional purposes. The new seal is intended to only be used for official City Council business.

# DEPARTMENT OF NEIGHBORHOOD & ECONOMIC OPERATIONS

The **DEPARTMENT OF NEIGHBORHOOD & ECONOMIC OPERATIONS (NEO)** is responsible for implementing and enforcing City programs promoting the vision and goals of the City Council. NEO is instrumental in executing Jackson's Overall Economic Stabilization Program, which includes administration of building permits, dangerous building enforcement, building and housing inspections, planning and zoning administration, homeowner rehabilitation, housing code enforcement, Community Development Block Grant (CDBG) and HOME Investment Partnerships funds, economic development, Brownfield redevelopment, and blight ordinance enforcement. NEO also provides staffing for various boards and commissions, including the Historic District Commission, Jackson Brownfield Redevelopment Authority, Administrative Hearings Bureau, Planning Commission, Zoning Board of Appeals, and the Building Code Board of Examiners and Appeals.

The Building Division is responsible for enforcing the State Construction Code. Inspectors also investigate and prosecute instances of work done without permits or improperly licensed persons performing work. Staff reviews building and site plans, issues permits, conducts inspections, issues certificates of occupancy, enforces the sign and zoning ordinances, and condemns dangerous properties. During calendar year 2021, NEO issued 605 building permits with an estimated construction value over \$30 million. In addition, 582 electrical, 564 mechanical, and 411 plumbing permits were issued and inspected. NEO staff also oversaw the demolition of 19 residential structures, seven garages, and seven commercial buildings.

NEO provided over \$253,000 in rehabilitation loans to complete 13 projects for low-to-moderate income homeowners. Neighborhoods remained clean and livable with inspectors writing 484 garbage violation citations, 108 inoperable/unlicensed vehicle citations, 53 tree/noxious weed violation citations, 91 instances of working without a permit, and 219 zoning violation citations. Housing inspections were initiated in over 4,200 non-owner units, as well as investigating 37 individual complaints reported by tenants. As a CDBG entitlement community, the City of Jackson received \$945,445 in CARES Act funding through a formula allocation from HUD to prevent, prepare for, and respond to the Coronavirus. To date, three activities designed to prevent homelessness are in place: water shutoff protection, foreclosure prevention, and evic-



**Affordable housing complex Albert Kahn Apartments in Downtown Jackson opened in 2021.**

tion protection. Through the end of 2021, 68 renter households avoided eviction, 17 homeowners avoided foreclosure, and 83 households retained their water accounts.

The City Council approved the allocation of \$1 million in American Rescue Plan (ARP) funds for the NEO Department to rehabilitate five homes the City acquired under the right of first refusal from Jackson County. The five homes will be deeded to a suitable community partner agency upon completion. The City of Jackson has partnered with Jackson Housing Commission in the pursuit of a federal Choice Neighborhoods grant. Staff from the NEO Department are instrumental to the application process.

Major changes to the Housing Inspection Program were approved by City Council. Starting July 1, 2022, the most noteworthy is a change from a two year to a three year inspection cycle. The hourly inspection rate that was approved several years ago will revert back to a flat rate fee, and the City began contracting with Judicial Services for unpaid invoices, which has resulted in the collection of many delinquent NEO accounts.



**Home on E. Robinson that received new roof from a NEO rehabilitation loan.**

# PARKS, RECREATION & CEMETERIES DEPARTMENT

The **PARKS, RECREATION AND CEMETERIES DEPARTMENT** consists of 28 parks, two cemeteries, three recreation facilities, the oldest public golf course in the county, and several miles of multi-trail systems.

**PARKS:** Park improvements increased in 2021:

- Opening of the Betty's Dog Park at Beech Tree Park. This is the City's first public dog park.
- Completed Loomis Park basketball court, lighting and walking path.
- New signage for Workers Memorial Park.
- Planned reshaping and improvements to Optimist Park.
- Finalized designs for the Loomis Park playground picnic shelter, trails, lighting and center addition.
- Installed free Wi-Fi in Horace Blackman Park.
- Partnered with new resident volunteer group People for the Parks and Trails on seven volunteer projects.

**RECREATION:** Programs fluctuated based on COVID-19 protocols, but the department was able to start new programs and partnerships:

- Worked with Jackson High Baseball and Softball Program to offer camps and league at the MLK Center.
- Grow Jackson, a new non-profit, used the Howard Woods Complex for a new garden.
- Partnered with Jackson School of the Arts for new programs at the MLK Center.

**TRAILS:** The trail system continued to expand:

- Received \$300,000 from the Michigan Dept. of Natural Resources to update MLK Equality Trail from W. Prospect Street to S. West Avenue.
- Planned lighting project for the MLK Equality Trail from W. Prospect Street to Weatherwax Drive.
- Partnered with Jackson Public Schools on a Safe Routes to School Trail in Ella Sharp Park.

**CEMETERIES:** The City of Jackson owns and operates Mt. Evergreen and Woodland Cemeteries, both are considered historical landmarks. 2021 numbers:

- 35 cremations
- 68 full burials
- 83 foundations



Baseball camp at MLK Center was a big success.



Groundbreaking for Betty's Dog Park.



Construction on the new Ella Sharp Park Trail.



Improvements to Loomis Park were completed in 2021.

# POLICE DEPARTMENT

Due to the nature of law enforcement, the majority of our department's work involves personal interaction. With the ongoing challenges brought about by COVID-19, the **JACKSON POLICE DEPARTMENT (JPD)** continued practicing heightened safety precautions while maintaining our commitment to excellence in service.

Our commitment to excellence can be seen through our leadership. After operating without a Deputy Chief for the last four years, the second-in-command position was filled in late summer by Lieutenant Sergio Garcia who had served as our Support Operations Commander since 2017. Starting as a cadet in the late 90's, Deputy Chief Garcia has experienced a diverse career and has held numerous roles and special assignments in nearly every aspect of the department. His extensive training and expertise enhances our agency's overall effectiveness.



Deputy Chief Sergio Garcia.

As one member of our command staff was promoted, another retired. Lieutenant Adam Williams led our patrol as the Patrol Operations Commander, a position he had held since 2016. Lieutenant Williams served the Jackson Police Department and community for 28 years. Throughout his career, his roles within the department varied, as he spent time on the streets as a patrol officer, a detective, and a sergeant on the JNET task force; he was also a Field Training Officer, a Defensive Tactics Instructor, and a Hostage Negotiator on the Special Response Team. His leadership skills and communication ability facilitated many positive community interactions, and we thank him for his service.

With the continuous obstacles of the pandemic and the negative portrayal of law enforcement nationally, police agencies across the country have been struggling to fill officer vacancies; the Jackson Police Department is no exception. With numerous retirements and resignations, we have struggled to hire and retain new officers to fill these essential positions. At the beginning of 2021, a new process was implemented by which we sponsored police recruits through the police academy, thereby investing in our future police officers. Throughout the course of the year, four recruits were selected and sponsored; two of these recruits successfully completed their training and joined our patrol officer ranks. At the end of the year, we also prepared to send three additional recruits who would begin their training at the beginning of the following year. Through our recruit program, we hope to fill our officer vacancies with people who are committed to our community and eager to give back in service.

The challenges of staffing also impacted our Support Operations – the men and women who are responsible for in-depth investigation, illegal narcotic enforcement, violent crime mitigation, etc. Group Violence Intervention is a strategy focused on reducing homicides and gun violence, minimizing harm to communities through deterrence, and fostering stronger relationships between law enforcement and the people they serve. Following months of research, the City Council approved the implementation of this program to help address our community's growing concerns. The police department has been making efforts toward hiring a Program Coordinator who will have the fundamental qualities necessary to make this program a success in Jackson.

Throughout another year filled with uncertainty, our officers continued to deliver outstanding service to our community, giving our citizens a sense of stability at a time of unpredictability.



Female JPD officers pose for a Women's History Month photo.

# FIRE DEPARTMENT

2021 was a year of change for the **JACKSON FIRE DEPARTMENT (JFD)**. The department returned to a much more normal life after the early pandemic stages of 2020. There were still risks and concerns in 2021 but JFD embraced the challenges with policies that governed protective clothing and disinfection practices. Run totals for the year were 5,359 total calls; up approximately 827 calls or 18 percent from 2020.

The biggest changes came in staffing. JFD celebrated the retirement of four members of the command staff. Assistant Chief Chris Ermatinger, Captain Jason Senft, Captain Craig Reppert and Captain Robert Walkowicz all retired this year. Additionally, the department promoted Ryan Hendricks, Shane Green, Frank Huntley, Joshua Gonzalez and Michael Stock to Lieutenant.

The fire department was benefactors of two FEMA Grants in 2021, an AFG Grant for new breathing apparatus valued at \$198,000.00. This was much needed as the previous equipment was 11 years old. The other was a SAFER grant for staffing, which provided us with seven positions for a three year period. Both will certainly increase the safety of personnel on all emergency scenes. Seven new officers officially joined the department with a pinning ceremony later in the year.



Firefighters raised \$7,836 for the Muscular Dystrophy Association through Fill the Boot fundraisers.



Firefighters train with Summit Township crews on water rescues.



Jackson police officers and firefighters participated in a blitz build event for the local Habitat for Humanity.



Joe Carpenter officially joins JFD with a pinning. He's one of seven hired with a SAFER staffing grant.

# FINANCE DEPARTMENT

The City's **FINANCE DEPARTMENT** handles all centralized accounting and finance functions of the City. These include responsibilities relating to the preparation of budgets, financial statements and audit schedules on a monthly and annual basis. In addition, the Finance Department processes payroll, accounts payable and accounts receivable on a regularly scheduled basis.

The department also serves as administrative staff for the City's three pension plans whose net assets currently exceed \$110 million. The Finance Department also acts in an administrative oversight capacity for the City's Management Information Systems Division as well as the Water and Sewer Billing/Public Works fiscal staff. Finance Director Phil Hones also acts as the City's Purchasing Agent. A summary of activity during the year is as follows:

- Processed payroll for approximately 450 different employees (191 full time and 250 part-time) for a total payroll of approximately \$16.2 million.
- Maintained records for approximately 380 pensioners with benefit payments of over \$11.3 million.
- Issued over 4,900 accounts payable checks to vendors totaling over \$83 million.
- Processed approximately 1,400 invoices for various City charges totaling over \$6.3 million.

The City of Jackson recently received the "Certificate of Achievement for Excellence in Financial Reporting" for its Comprehensive Annual Financial Report for the fiscal year ending June 30, 2020. This Certificate of Achievement is a prestigious national

award recognizing conformance with the highest standards for preparation of State and local government financial reports. In order to be awarded a Certificate of Achievement, a government unit must publish an easily readable and efficiently organized Comprehensive Annual Financial Report, whose contents conform to program standards. The City has received this award for 29 straight years.

In Dec. 2012, Standard & Poor's affirmed the City's "A-" rating on the City's general obligation bonds and upgraded the City's outlook from "stable" to "positive". In Feb. 2013, the City was again upgraded to "A+" with a "stable" outlook on all of its general obligation debt. This more recent upgrade was largely the result of the City's commitment to financial stability through the adoption of a fund balance policy in late 2012 and the City's commitment to reduce health and pension costs. This ratings upgrade has allowed the City to save several million dollars in interest on bond issues and refinancings since that time.

The City has three self-administered pension plans. P.A. 202 of 2017 requires that the City report the funding levels of each plan, as well as the OPEB plan, annually. Funding levels for the pension plans that are under 60% need to demonstrate that steps are being taken to improve its respective funding status. As of June 30, 2021, all three of the City pension plans were over the 60% threshold and will not need to further demonstrate the steps taken to improve their funding.

Pictured: Food Truck Tuesday event in Horace Blackman Park.

# FISCAL YEAR

## ENDING JUNE 30, 2021

### GENERAL FUND

**Revenues**  
**\$29,555,908**

**Expenditures**  
**\$26,198,500**

#### Special Revenue Funds:

Major Street Fund	7,740,196	8,459,246
Local Street Fund	1,500,363	2,089,061
Ella W. Sharp Park Operating Fund	880,992	765,857
Public Improvement Fund	1,202,719	1,427,562
Cortland St. Redevelopment Projects Fund	498,918	39,838
Building Department Fund	564,142	450,274
Housing Code Enforcement Fund	1,154,715	1,029,309
Building Demolitions Fund	164,412	466,413
Drug Law Enforcement Fund	14,367	17,728
Police/Fire Grant Funds-Variou	60,660	60,660
Community Development Block Grant Funds	2,783,217	2,783,217
CESF Program Fund	1,528	1,528
Lead Hazard Control Grant Fund	20,990	20,990
Recreation Activity Fund	91,852	75,583
Recreation Millage Program Fund	650,677	397,352
	<b>\$17,329,748</b>	<b>\$18,084,618</b>

#### Debt Service Funds:

City Hall Refunding Debt Service Fund	5,271,153	5,253,726
2016-18 Capital Improvement Bond Debt Service Funds	1,803,812	1,803,812
2017 Michigan Transportation Bond Fund	760,448	760,448
DDA TIF Debt Service Funds	2,667,437	2,668,187
BRA TIF Debt Service Funds	5,474,892	5,478,803
	<b>\$15,977,742</b>	<b>\$15,964,976</b>

#### Capital Project Funds:

Capital Projects Fund	212,290	206,239
Brownfield Redevelopment Authority Fund	1,385,330	1,394,786
Downtown Development Authority Project Fund	3,165,351	2,667,437
2017 Michigan Transportation Bonds Construction	1,600	776,383
2018 Capital Improvement Bond Construction	87,135	1,204,518
2020 Capital Improvement Bond Construction	1,500,395	2,415,012
Special Assessment Capital Project Fund	2,094,918	661,175
	<b>\$8,447,019</b>	<b>\$9,325,550</b>

#### Enterprise Funds:

Automobile Parking System Fund	94,618	270,852
Parking Assessment Fund	249,667	221,481
Parking Deck Fund	7,654	283,422
Sewage Fund	7,071,246	5,390,581
Water Fund	13,074,167	7,210,008
	<b>\$20,497,352</b>	<b>\$13,376,344</b>

### TOTAL OPERATING FUNDS

**\$91,807,769**

**\$82,949,988**

-Operating Funds do not include Internal Service or Trust & Agency Funds.  
-Above amounts include transfers to and from other funds.

# DEPARTMENT OF PUBLIC WORKS

The **DEPARTMENT OF PUBLIC WORKS (DPW)** maintains the City's streets, sewers, and catch basins year round. During autumn, the department provides a leaf collection program. In winter, snow and ice removal is the priority.

The **UTILITY BILLING DIVISION** staff sent out 67,117 bills in 2020-21 for water and sanitary sewer service for a total amount of \$15,714,656.46. The **WATER METER SERVICES DIVISION** completed 7,125 calls for service. These calls include but are not limited to: emergency turn offs, water turn ons, investigations for disruption of service, low pressure and leaks.

The **WATER TREATMENT PLANT AND WASTEWATER TREATMENT PLANT** are operated 24 hours per day, seven days per week by certified operators and maintenance staff. The Water Treatment Plant treats and softens the drinking water that is supplied to over 50,000 residents and businesses of the City of Jackson and Blackman Township. In 2020-21, the Water Treatment Plant produced and delivered 2.33 billion gallons of safe drinking water to customers. The water is tested daily in the City's certified testing laboratory according to Environmental Protection Agency and State regulations.

The Wastewater Treatment Plant provides service to over 85,000 residents and businesses in the City, surrounding townships, and the State Prison of Southern Michigan. Wastewater coming to the plant in the fiscal year 2020-21 averaged approximately 9.8 million gallons per day, or 3.6 billion gallons treated during the year. Pollutants are removed from the wastewater as it passes through the treatment process, with the clean water returned to the environment through a regulated outfall to the Grand River.

The Wastewater Treatment Plant underwent a launder cover project to inhibit algae growth on the clarifiers, resulting in a drastic reduction of algae discharge into the Grand River. The Water Treatment Plant just finished a Filter Gallery piping project to replace aging pipes, valves, and actuators. This included some of the main arteries in the Water Plant.

The **PUBLIC WORKS MAINTENANCE DIVISION** through the **STREETS, SANITARY SEWERS, WATER DISTRIBUTION SYSTEM, FORESTRY & MOTOR POOL** are responsible for maintaining 100 miles of local streets, 54 miles of major streets, and 8 miles of State highways in the City. Maintenance activities include street maintenance and repairs, including over

1,139 tons of asphalt patching, snow and ice removal, forestry services that include tree trimming and removal, street sign repair and replacements, storm sewer maintenance and repairs, as well as sanitary sewer collection system repair and maintenance.

The water distribution staff is responsible for maintaining 244 miles of water main, 1,670 hydrants and 2,412 valves. This past year, crews repaired 29 water main breaks, exercised 356 water main valves, replaced 4 water main valves, repaired 190 hydrants, replaced 20 hydrants, installed 34 new water services (13 of them were full lead line replacements), repaired 18 service line leaks, replaced 20 curb stop valves and retired 3 water mains/water services.

The **PUBLIC WORKS ADMINISTRATION** in 2020-21 continued through the second year of the COVID-19 pandemic and was proud to provide the same high level of service to our residents. Public Works staff are considered "essential" so public services can be maintained. The moratorium of water shutoffs that began March 2020 expired Dec. 2020. However, the City of Jackson did not return to non-pay shutoffs until Nov. 2021 to aid in public health during this pandemic. The City of Jackson has continued to seek out programs and or assistance for our residents during this ongoing pandemic.

Loose leaf collection, although hindered by inclement weather, was completed in mid-Dec.



**Mike Osborn**  
Dept. of Public Works Director



The Wastewater Treatment Plant received extensive renovations in 2021, with more planned in the future.



Loose leaf collection continued in 2021 with the use of leaf vacuum machines. Notice the name "Cooper" on this equipment. In an online poll, residents voted to name four vacuums Cooper (after Cooper Street), Rose (after the Rose City), Jack (after Jackson) and Ella (after Ella Sharp Park).

# ENGINEERING DIVISION



A pedestrian bridge for the new Ella Sharp Park Trail gets hoisted into place.

The **ENGINEERING DIVISION** bid and managed 25 construction projects in FY 2020-2021 totaling over \$8.83 million, which was a sizable increase from 2020.

Construction projects included:

- Franklin Street: Brown Street to West Avenue - street reconstruction with water main replacement.
- Martin Luther King Jr. Drive: Morrell Street to Mason Street - street reconstruction with water main replacement and new roundabout at Morrell and Martin Luther King Jr. Drive.
- First alley east of Mechanic Street: Cortland Street to Michigan Avenue - street reconstruction with new storm sewer and concrete pavement.
- Final phase of West Side Local Street Resurfacing Project: Higby, Durand and Thompson streets, between Carlton Boulevard and Michigan Avenue.
- Laurel Lane: High Street to Barberry Drive - pavement replacement with concrete pavement.
- Heather Lane: High Street to Barberry Drive - pavement replacement with concrete pavement.
- Elmdale Drive: Birchwood Drive to Hickory Avenue - storm sewer enhancement.
- Morrell Street: Martin Luther King Jr. Drive to Cooper Street, and Adrian Street and Merriman Street: MLK Equality Trail to Morrell Street - installed new LED street lighting.
- Elmdale Drive: Hickory Avenue to Jackson Street and Jackson Street: Elmdale Drive to South Street – new non-motorized path with bridge over storm drainage ditch.
- Clinton Street: Louis Glick Highway to west end – street reconstruction and water main replacement.
- Louis Glick Highway: Clinton Street to Blackstone Street – sidewalk replacement and streetlight installation.
- Morrell Street: Greenwood Avenue to Martin Luther King Jr. Drive – water main replacement.

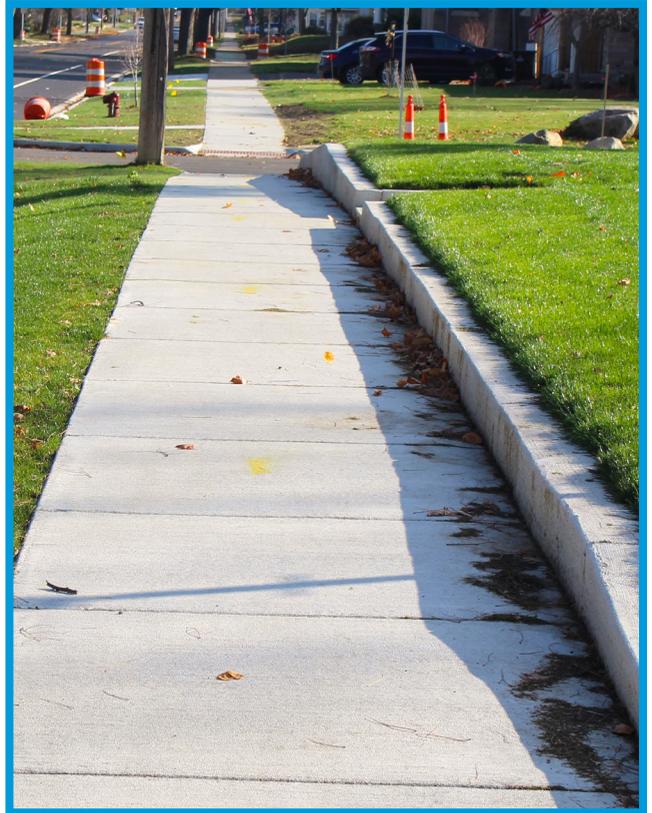
Design projects included:

- West Avenue and Franklin Street intersection traffic signal.
- Greenwood Avenue: Fourth Street to Morrell Street.
- MLK Equality Trail lighting.
- Water main design for a number of upcoming projects.

Engineering staff also participated on the Jackson Area Comprehensive Transportation Study Technical and Policy Committees and the University Region Bridge Council.



**New S. MLK Drive roundabout.**



**New sidewalk on W. Franklin Street.**



**Resurfacing project on S. Higby Street.**



**Sidewalk repairs along S. Jackson Street.**



**Completion of Morrell Street construction project.**

# AROUND THE CITY



The City worked with Allegiance Health to provide vaccines at the MLK Center. More than 1,100 COVID-19 vaccine doses were given at the center.



The Transgender Pride Flag was flown in Downtown Jackson for Transgender Day of Visibility in March.



The Bright Walls Mural Festival continued in Sept. with scaled back events and fewer murals. This mural was painted at Jackson Coffee Company.



The City celebrated the sale of its 100th vacant side lot in Oct. Pictured is resident Janet Boyd at her new side lot on Greenwood Avenue.



Leaders from Grow Jackson in their community garden at the MLK Center. This new non-profit increases fresh food access for residents and provides education on urban farming.

# AROUND THE CITY

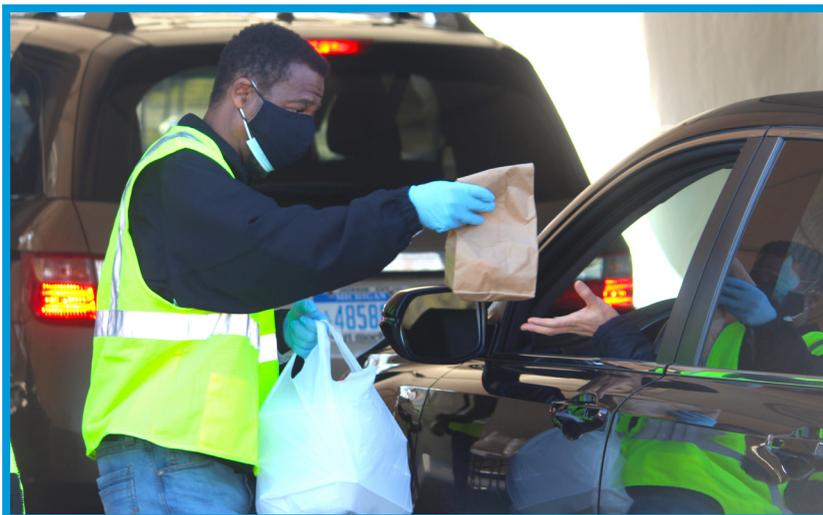


Ribbon cutting for the Ella Sharp Park Trail, a collaboration between the City and Jackson Public Schools to provide safe walking routes to school.

Mayor Daniel Mahoney is sworn-in as Jackson's first African American Mayor in Dec.



Outdoor summer events returned in 2021 thanks to a dramatic drop in COVID-19 cases. This photo shows residents enjoying Horace Blackman Park at the first Food Truck Tuesday event in June.



In a partnership with Consumers Energy, City employees and volunteers distributed more than 18,000 free meals to residents at the MLK Center. This helped people with food insecurity and kept restaurants in business.

Volunteer group People for the Parks and Trails spreads mulch at the Exchange Park playground.

# MAYOR & COUNCILMEMBERS



Laura Dwyer Schlecte  
Ward 4



Karen Bunnell  
Ward 5



Angelita V. Gunn  
Ward 3



Freddie Dancy  
Ward 2



Will Forgrave  
Ward 6



Arlene Robinson  
Ward 1



Daniel Mahoney  
Mayor