JACKSON
Founded 1829

AGENDA - CITY COUNCIL

Tuesday, May 14, 2024

6:30 PM

1. **CALL TO ORDER.**

2. **PLEDGE OF ALLEGIANCE.**

   A. Invocation to be given by Fifth Ward Councilmember Shalanda Hunt.

3. **ROLL CALL.**

4. **ADOPTION OF AGENDA.**

5. **PRESENTATIONS/PROCLAMATIONS.**

6. **PUBLIC HEARINGS.**

   A. Public Hearing - Fiscal Year 2024/25 Proposed Budget

   Public hearing on the City's fiscal year 2024/25 proposed budget (copy available on the City's website).

7. **CITIZEN COMMENTS.**

   (3-Minute Limit)

8. **PETITIONS & COMMUNICATIONS FROM CITY STAFF AND OTHER GOVERNMENTAL ENTITIES.**

9. **CONSENT CALENDAR.**

   Consent Action

   A. Minutes of the April 16, 2024 City Council Meeting

B. Minutes of the April 30, 2024 City Council Special Meeting

C. City of Jackson, Michigan Financial Statements as of and for the Nine Months Ended March 31, 2024

D. CDBG, HOME, and CDBG-CV Homeless Prevention Financial Summaries through March 31, 2024

E. Change to the Standard Lighting Contract with Consumers Energy for Removal of a Streetlight.

Approve the Resolution for Change to the Standard Lighting Contract with Consumers Energy for the removal of a streetlight at the intersection of W. Washington Avenue and S. Mechanic Street and authorize the Mayor and City Clerk to execute the appropriate documents.

F. Traffic Control Order 2392 - Homewild Avenue Parking, 100 Block.

Approve Traffic Control Order 2392 to continue the no parking in the 100 Block of Homewild Avenue, with the addition of two 10-minute parking spaces on the north side of Homewild Avenue near Mechanic Street, and rescind Traffic Control Order 1379.

G. Traffic Control Order 2395 - Installation of “Autistic Child” Signs.

Approval of Traffic Control Order 2395 to install “Autistic Child Area” signs on West Avenue between Franklin Street and Washington Street.

H. Reappointment to the Administrative Hearings Bureau

Approve the Mayor’s recommendation to reappoint Frederick Bishop as an Administrative Hearings Bureau Officer for the City of Jackson’s Administrative Hearings Bureau for a two-year term, beginning June 14, 2024 and ending on June 13, 2026.

I. Special Event Application: Hot Dogs for Charity

Approve a request from the Jackson DDA to host the Hot Dogs for Charity on June 28, 2024 on Mechanic Street.

J. Special Event Application: Juneteenth

Approve a request from the Jackson College Department of Multicultural Affairs to host their Juneteenth event on June 15, 2024 in Horace Blackman Park, the True Community Credit Union City Square, and on the streets of

downtown Jackson.

K. Special Event Application: Pints and Pistons

Approve a request from Grand River Brewery to host their Pints and Pistons event on May 24 and 25, 2024 at the Grand River Pavilion in downtown Jackson.

L. Special Event Application: Jackson Interfaith Shelter Summer Event

Approve a request from the Jackson Interfaith Shelter to host their Summer Event on May 14, 2024 on the streets of Jackson.

M. Special Event Application: International Day of Clogging Outdoor Class

Approve a request from Great Lakes Cloggers to host the International Day of Clogging Outdoor Class on August 8, 2024, in Horace Blackman Park, True Community Credit Union City Square.

N. Special Event Application: Summer Discover Finale Festival

Approve a request from Jackson District Library to host the Summer Discover Finale Festival on August 3, 2024, in Horace Blackman Park, True Community Credit Union City Square.

O. Special Event Application: Gus Macker 3-on-3 Basketball Tournament

Approve a request from Experience Jackson to conduct the 2024 Gus Macker 3-on-3 Basketball Tournament on Friday, June 21 – Sunday, June 23, 2024 on the streets of downtown Jackson.

P. Special Event Application: Southside Summerfest Events

Approve a request from Partial to Girls to host their Southside Summerfest Events on May 31, June 1, June 2 in Elnora Moorman Plaza and on Milwaukee Street in Jackson.

Q. Special Event Application: Big Miles for Little Smiles

Approve a request from the Big Brothers Big Sisters to host Big Miles for Little Smiles on September 22, 2024 at Ella Sharp Park.

R. Special Event Application: Ruck to Remember Veterans Suicides

Approve a request from the Jackson County Military Coalition to host their Ruck to Remember Veterans Suicides walk on August 24, 2024 at Keeley Park at Jackson Fairgrounds in downtown Jackson.

S. Special Event Application: Recovery Out Loud Walk

Approve a request from the Home of New Vision to host their Recovery Out

Loud Walk on September 14, 2024, on the streets/sidewalks of Jackson.

T. Special Event Application: Hot Air Jubilee

Approve a request from Jacqueline Austin to host the Hot Air Jubilee on July 19-21, 2024 in Ella Sharp Park.

U. Special Event Application: Memorial Day Celebration

Approve a request from the YPOP Explorers for a Memorial Day Celebration on May 27, 2024, from 12:00 p.m. to 2:00 p.m. on the streets of Jackson.

10. OTHER BUSINESS.

A. Lansing Avenue Street Project

Consider a resolution confirming Special Assessment Roll No. 3451 for street reconstruction on Lansing Avenue from Steward to Clinton.

Special Assessment Roll No. 3451

Consider a resolution confirming Special Assessment Roll No. 3451 for street reconstruction on Lansing Avenue from Steward to Clinton. A supermajority vote of Council would be required in order for the assessment roll to be confirmed.

B. Second Reading/Final Adoption of Ordinance No. 2024-01

Approve second reading/final adoption of Ordinance No. 2024-01 amending Sec. 14-413. Fees and charges, of Chapter 14, Article VI, of the City Code of Ordinances.

11. NEW BUSINESS.

A. Resolution for Approval of a Contract with the Michigan Department of Transportation for Reconstruction of the Martin Luther King, Jr. Equality Trail from Prospect Street to Martin Luther King, Jr., Drive.

Approve a resolution to enter into a contract with the Michigan Department of Transportation (MDOT) for concrete reconstruction of the Martin Luther King, Jr. Equality Trail from Prospect Street to Martin Luther King, Jr., Drive, and authorize the Mayor and City Clerk to execute the appropriate documents.

B. Approve Contract Award – Wastewater Treatment Plant Culverts Replacement.

Approve the Contract Award for replacement of two drive culverts at the Jackson Wastewater Treatment Plant to Bailey Excavating, Inc. of Jackson,

Michigan at a cost of $894,737.90 and authorize the Mayor and City Clerk to execute the appropriate document in accordance with the Purchasing Agent.

C. Easement to Consumers Energy – Washington Avenue and Hupp Avenue.

Approval of an easement to Consumers Energy for property needed on the northeast corner of Washington Avenue and Hupp Avenue, and authorization for the Mayor to sign the easement.

D. Assessor Contract

Approve a Professional Services Agreement in the total amount of $105,554.40 with Quality Assessing Services LLC for assessment services starting May 1, 2024, through April 30, 2025.

E. Funding Letters for Pension Systems

Receive the actuarial valuations as of June 30, 2023, for the Act 345 Policemen's & Firemen's Retirement Plan, the Employees Retirement System, and the Policemen's and Firemen's Retirement System, and approve the actuarial funding necessary for the fiscal year 2024-2025.

F. Zoning map amendment request for 1100 Clinton Road (Parcel #2-2005)

Approval of proposed rezoning/map amendment for a forty (40) foot wide by three hundred and thirty (330) foot long (0.30 acres) strip of land at 1100 Clinton Road (Parcel #2-2005) from R-6, Residential and Low Density Office to C-4, General Commercial with the condition the said portion of land is combined with 971 N. West Avenue (Parcel #2-2005.1); as recommended by the City of Jackson Planning Commission on May 1, 2024.

G. Confirmation of Final 2024-2025 CDBG and HOME Projects and Funding Allocations

Confirm Community Development Block Grant (CDBG) and HOME Investment Partnerships (HOME) Projects for Fiscal Year 2024 – 2025 and Establish Final Funding Allocations for those Projects.

H. Submission of the 2024-2025 Annual Action Plan

Approve Submission of the 2024-2025 Annual Action Plan, Adopt a Resolution of Certifications, and Authorize the Mayor to Sign Required Documents for Submission to HUD.

I. Amend portions of Chapter 15 of City Code of Ordinances

Amend portions of Chapter 15 Department of diversity, equity, and inclusion to place the Youth Council directly responsible to the Department of diversity, equity, and inclusion.

12. CITY COUNCILMEMBER'S COMMENTS.

13. ADJOURNMENT.

CITY COUNCIL MEETING MINUTES
APRIL 16, 2024

CALL TO ORDER:

The Jackson City Council met in regular session in Council Chambers and the meeting was called to order at 6:30 p.m. by Mayor Daniel Mahoney.

PLEDGE OF ALLEGIANCE AND INVOCATION:

Council joined in the Pledge of Allegiance. Invocation was given by Mayor Daniel Mahoney.

ROLL CALL:

Present: Mayor Daniel Mahoney, First Ward Councilmember Arlene Robinson, Vice Mayor/Second Ward Councilmember Freddie Dancy, Fourth Ward Councilmember Conner Wood, Fifth Ward Councilmember Shalanda Hunt, and Sixth Ward Councilmember Will Forgrave*.

Absent: Third Ward Councilmember Angelita Gunn

Also present: City Manager Jonathan Greene, City Attorney Matthew Hagerty, City Clerk Andrea Muray, Director of Police and Fire Services Elmer Hitt. Director of Public Works Mike Osborne, and City Engineer Jon Dowling.

*Councilmember Forgrave arrived after the initial roll call.

ADOPTION OF AGENDA:

Motion was made by Vice Mayor Dancy, seconded by Councilmember Wood to adopt the agenda with Item 10B being postponed until the May 14, 2024 Council Meeting. Vote – Yeas: Mayor Mahoney, Vice Mayor Dancy, Councilmembers Robinson, Wood, and Hunt (5). Nays: none. Motion carried.

PRESENTATIONS/PROCLAMATIONS: none.

A. Update from US EPA - Michner Plating Superfund Site

Rose Guardino - Remedial Project Manager, US EPA
Natalie Romain - Community Involvement Coordinator, US EPA

B. Street Millage Presentation

City Engineer Jon Dowling provided Council with a presentation on a City Street Millage.

PUBLIC HEARINGS: none.

CITIZEN COMMENTS:

Citizen comments were heard and the meeting continued.

CONSENT CALENDAR:

A. April 2, 2024 Meeting Minutes of the Jackson City Council
Approve the minutes of the regular meeting of the Jackson City Council on April 2, 2024

B. Resolution -Second Chance Month
Approve a resolution to declare April of 2024 as Second Chance Month in the City of Jackson

C. Resolution - Workers Memorial Day
Approve a resolution proclaiming April 28, 2024 as Workers Memorial Day in the City of Jackson.

D. Membership Reorganization on Racial Equity Commission
Approve the Mayor's recommendation to exchange the membership classification of two members of the Racial Equity Commission. Moving Katima Dickenson from full member to ex-officio and Leticia Albarran from ex-officio to full member. Terms of service remain the same.

E. Appointment to the Racial Equity Commission
Approve the Mayor's recommendation to appoint Ai Yoshida as an ex-officio member the Racial Equity Commission for a term of 3 years, expiring on 12/31/26.

F. Resignation from Jackson Housing Commission
Accept the resignation of Nicole Taylor, resident representative on the Jackson Housing Commission, effective immediately.

G. Resignation from Jackson Brownfield Redevelopment Authority
Accept with regret, the resignation of Steve Duke from the Jackson Brownfield Redevelopment Authority.

H. Special Event Application: Cascades Cycling Club Ride of Silence
Approve a request from the Cascades Cycling Club to host their Ride of Silence on May 15, 2024, on the streets of Jackson.

I. Special Event Application: Art, Beer, & Wine Festival
Approve a request from the Ella Sharp Museum to host their Art, Beer, & Wine Festival on June 8, 2024, in Ella Sharp Park.

J. Special Event Application: Cascades Labor Day Fireworks
Approve a request from the Jackson County Parks Department to conduct their annual Labor Day Fireworks celebration on Saturday, August 31, 2024, at the Sparks Foundation County Park.

K. Special Event Application: Cascades 4th of July Fireworks
Approve a request from the Jackson County Parks Department to conduct their annual 4th of July Fireworks celebration on Wednesday, July 3, 2024, at the Sparks Foundation County Park.

L. `Special Event Application: Cascades Memorial Day Fireworks
Approve a request from the Jackson County Parks Department to conduct their annual Memorial Day Fireworks celebration on Saturday, May 25, 2024, at the Sparks Foundation County Park.

M. Special Event Application: National Day of Prayer
Approve a request from Together We Can Make a Difference to host their National Day of Prayer on May 2, 2024, at TRUE City Square in Horace Blackman Park.

N. Special Event Application: Jackson County Rose Parade
Approve a request from the Jackson County Rose Festival to host the Jackson County Rose Parade on June 2, 2024, in Bucky Harris Park and on the streets of downtown Jackson.

O. Special Event Application: Jackson County Sheriff Open House
Approve a request from the Jackson County Office of the Sheriff to host their Open House on June 2, 2024, in their garage and parking area at 212 W. Wesley St. in Jackson.

P. Special Event Application: Hopping into Spring
Approve a request from Jackson, Michigan Giving Back to the Community to host their Hopping into Spring event April 28, 2024, in their parking lot and on the streets of Jackson

Motion was made by Councilmember Wood, seconded by Vice Mayor Dancy to approve the consent calendar. Councilmember Hunt asked that Items J, K, and L be removed for separate consideration. Vote – Yeas: Mayor Mahoney,

Vice Mayor Dancy, Councilmembers Robinson, Wood, Hunt, and Forgrave (6). Nays: none. Motion carried.

Motion was made by Councilmember Wood, seconded by Councilmember Hunt to approve items J, K, and L. Vote – Yeas: Mayor Mahoney, Vice Mayor Dancy, Councilmembers Robinson, Wood, Hunt, and Forgrave (6). Nays: none. Motion carried.

OTHER BUSINESS:

A. East Side Economic Development Update

City Manager Jonathan Greene provided Council with an update on the state of the East Side Economic Development.

B. Lansing Avenue Street Project
Recommendation: *Consider a resolution confirming Special Assessment Roll No. 3451 for street reconstruction on Lansing Avenue from Steward to Clinton***.**

1. Recess as a City Council and convene as a Board of Review
Special Assessment Roll No. 3451

Consider a resolution confirming Special Assessment Roll No. 3451 for street reconstruction on Lansing Avenue from Steward to Clinton.

2. Adjourn as a Board of Review and reconvene as City Council

Item was postponed until the May 14, 2024 City Council Meeting.

NEW BUSINESS

A. Purchase of electronic communications equipment to upgrade the Water Treatment Plant remote site communication hardware
Recommendation: *Approval of the purchase of electronic communications equipment to upgrade the City's Water Treatment Plants remote site communication hardware, from Englewood Electric Supply of Jackson MI for a total cost of $98,280 (this cost includes a 10% contingency).*

Motion was made by Vice Mayor Dancy, seconded by Councilmember Wood to approve the purchase of electronic communications equipment to upgrade the City's Water Treatment Plants remote site communication hardware in the amount of $98,280. Vote – Yeas: Mayor Mahoney, Vice Mayor Dancy, Councilmembers Robinson, Wood, Hunt, and Forgrave (6). Nays: none. Motion carried.

B. Change Order 2 of DWSRF FY 2023 Improvements

Recommendation: *Approve Change Order 2 for the 2023 fiscal year Drinking Water State Revolving Fund project Improvements in the amount of $29,813.30.*

Motion was made by Vice Mayor Dancy, seconded by Councilmember Wood to approve Change Order 2 for the 2023 Fiscal Year Drinking Water State Revolving Fund Project improvements in the amount of $29,813.30. Vote – Yeas: Mayor Mahoney, Vice Mayor Dancy, Councilmembers Robinson, Wood, Hunt, and Forgrave (6). Nays: none. Motion carried.

C. Easements for Replacement of S. Cooper Street Bridge over Grand River
Recommendation: *Approve and waive compensation for easements to the Michigan Department of Transportation for the replacement of the South Cooper Street Bridge over the Grand River, authorize the City Engineer to make minor revisions and authorize the Mayor and City Clerk to execute the appropriate documents***.**

Motion was made by Councilmember Wood, seconded by Vice Mayor Dancy to approve and waive compensation for easements to the Michigan Department of Transportation for the replacement of the South Cooper Street Bridge over the Grand River, authorize the City Engineer to make minor revisions, and authorize the Mayor and City Clerk to execute the appropriate documents. Vote – Yeas: Mayor Mahoney, Vice Mayor Dancy, Councilmembers Robinson, Wood, Hunt, and Forgrave (6). Nays: none. Motion carried.

D. Easements for Replacement of Glick Hwy. Bridge over Grand River.
Recommendation: *Approve and waive compensation for easements to the Michigan Department of Transportation for the rehabilitation of the Glick Highway Bridge over the Grand River, authorize the City Engineer to make minor revisions and authorize the Mayor and City Clerk to execute the appropriate documents.*

Motion was made by Vice Mayor Dancy, seconded by Councilmember Robinson to approve and waive compensation for easements to the Michigan Department of Transportation for the rehabilitation of the Glick Highway Bridge over the Grand River, authorize the City Engineer to make minor revisions, and authorize the Mayor and City Clerk to execute the appropriate documents. Vote – Yeas: Mayor Mahoney, Vice Mayor Dancy, Councilmembers Robinson, Wood, Hunt, and Forgrave (6). Nays: none. Motion carried.

E. **Amendment of Section 14.413(5) and amended NOORPR Resolution**
Recommendation: *Adopt for first reading an amendment to Sec. 14.413(5) of the City Code of Ordinances and adopt corrective Resolution amending certain provisions of the non-owner occupied residential property registration (NOORPR)*

and housing code inspections rate Resolution of November 23, 2021

Motion was made by Vice Mayor Dancy, seconded by Councilmember Forgrave to adopt for first reading an amendment to Section 14.413(5) of the City Code of Ordinances and adopt corrective resolution amending certain provisions of the non-owner occupied residential property registration and housing code inspection rate resolution of November 23, 2021. Vote – Yeas: Mayor Mahoney, Vice Mayor Dancy, Councilmembers Robinson, Wood, Hunt, and Forgrave (6). Nays: none. Motion carried.

F. 2024-2027 Labor Agreement between the City of Jackson and the POLC Supervisors Unit Jackson Division
Recommendation: *Approve the 2024-2027 Labor Agreement between the City of Jackson and the POLC Supervisors Unit Jackson Division*

Motion was made Councilmember Wood, seconded by Vice Mayor Dancy to approve the 2024-2027 Labor Agreement between the City of Jackson and the POLC Supervisors Unit Jackson Division. Vote – Yeas: Mayor Mahoney, Vice Mayor Dancy, Councilmembers Robinson, Wood, Hunt, and Forgrave (6). Nays: none. Motion carried.

CLOSED SESSION:

Motion was made by Vice Mayor Dancy, seconded Councilmember Robinson to conduct a closed session pursuant to MCL 15.268(e) concerning specific pending litigation in Jackson County Circuit Court Case No. 23-2632-NI. Vote – Yeas: Mayor Mahoney, Vice Mayor Dancy, Councilmembers Robinson, Wood, Hunt, and Forgrave (6). Nays: none. Motion carried.

Motion was made by Councilmember Hunt, seconded by Councilmember Robinson to return to open session. Vote – Yeas: Mayor Mahoney, Vice Mayor Dancy, Councilmembers Robinson, Wood, Hunt, and Forgrave (6). Nays: none. Motion carried.

Motion was made by Councilmember Wood, seconded by Councilmember Forgrave to approve the settlement as recommended by the City Attorney in Jackson County Circuit Court Case No. 23-2632-NI in the amount of $60,000 and authorize legal counsel to effectuate same. Vote – Yeas: Mayor Mahoney, Vice Mayor Dancy, Councilmembers Robinson, Wood, Hunt, and Forgrave (6). Nays: none. Motion carried.

CITY COUNCILMEMBER'S COMMENTS:

Mayor Mahoney, Councilmembers Robinson, Wood, Hunt, and Forgrave all offered

comments. Vice Mayor Dancy declined to offer comments.

MANAGER'S COMMENTS:

City Manager Jonathan Green offered comments.

ADJOURNMENT:

No further business being offered, a motion to adjourn was made by Vice Mayor Dancy, seconded by Councilmember Forgrave. Vote was done by voice with all in favor. Mayor Mahoney adjourned the meeting at 9:00 p.m.

CITY COUNCIL MEETING MINUTES
SPECIAL MEETING APRIL 30, 2024

CALL TO ORDER:

The Jackson City Council met in special session in Council Chambers and was called to order at 6:00 p.m. by Mayor Daniel Mahoney.

PLEDGE OF ALLEGIANCE AND INVOCATION:

Council joined in the Pledge of Allegiance.

ROLL CALL:

Present: Mayor Daniel Mahoney, First Ward Councilmember Arlene Robinson, Vice Mayor/Second Ward Councilmember Freddie Dancy, Fourth Ward Councilmember Conner Wood, and Fifth Ward Councilmember Shalanda Hunt.

Absent: none*

Also present: City Manager Jonathan Greene, City Attorney Matthew Hagerty, City Clerk Andrea Muray, and Chief Equity Officer John Willis.

* Third Ward Councilmember Angelita Gunn arrived after the initial roll call.

ADOPTION OF AGENDA:

Motion was made by Councilmember Wood, seconded by Councilmember Forgrave to adopt the agenda. Vote – Yeas: Mayor Mahoney, Vice Mayor Dancy, Councilmembers Robinson, Wood, Hunt, and Forgrave (6). Nays: none. Motion carried.

CITIZEN COMMENTS:

Citizen comments were heard and the meeting continued.

NEW BUSINESS:

A. Nominating Caucus

Motion was made by Councilmember Wood, seconded by Councilmember Gunn to adjourn as City Council and convene as a nominating caucus in accordance with City Charter Section 5.4 – Nomination by Council, to conduct nominations from the floor for qualified candidates for the 2024 ballot for Ward 5. Vote – Yeas: Mayor Mahoney, Vice Mayor Dancy, Councilmembers Robinson, Gunn, Wood, Hunt, and Forgrave (7). Nays: none. Motion carried.

Motion was made by Councilmember Hunt, seconded by Councilmember Forgrave to nominate Todd Moore. Vote – Yeas: Mayor Mahoney, Vice Mayor Dancy, Councilmembers Robinson, Gunn, Wood, Hunt, and Forgrave (7). Nays: none. Motion carried.

Motion was made by Mayor Mahoney, seconded by Vice Mayor Dancy to nominate Tonja Worthey. Vote – Yeas: Mayor Mahoney, Vice Mayor Dancy, and Councilmember Robinson (3). Nays: Councilmembers Gunn, Wood, Hunt, and Forgrave (4). Motion failed.

Motion was made by Councilmember Forgrave, seconded by Councilmember Robinson to nominate Laura Schlecte. Vote – Yeas: Councilmembers Robinson, Gunn, Hunt, and Forgrave (4). Nays: Mayor Mahoney, Vice Mayor Dancy, and Councilmember Wood (3). Motion carried.

Motion was made by Councilmember Forgrave, seconded by Councilmember Gunn to nominate Christy Davis. Vote – Yeas: Mayor Mahoney, Vice Mayor Dancy, Councilmembers Robinson, Gunn, Hunt, and Forgrave (6). Nays: Councilmember Wood (1). Motion carried.

Motion was made by Vice Mayor Dancy, seconded by Mayor Mahoney to nominate Holly Rose. Vote – Yeas: Mayor Mahoney, Vice Mayor Dancy, Councilmembers Robinson, Gunn (4), Nays: Councilmembers Wood, Hunt, and Forgrave (3). Motion carried.

Motion was made by Councilmember Wood, seconded by Councilmember Forgrave to close nominations and adjourn as a nominating caucus for the purposes of staff checking eligibility. Vote – Yeas: Mayor Mahoney, Vice Mayor Dancy, Councilmembers Robinson, Gunn, Wood, Hunt, and Forgrave (7). Nays: none. Motion carried.

Motion was made by Councilmember Robinson, seconded by Councilmember Gunn to reconvene as City Council. Vote was done by voice with all in favor. Motion carried.

Motion was made by Councilmember Wood, seconded by Councilmember Forgrave to pass the resolution with the names Todd Moore and Holly Rose on the blank lines. Vote – Yeas: Councilmembers Gunn, Wood, Hunt, and Forgrave (4). Nays: Mayor Mahoney, Vice Mayor Dancy, Councilmember Robinson (3). Motion carried.

Motion was made by Councilmember Robinson, seconded by Councilmember Gunn to present the resolution all four nominations with Laura and Christy subject to meeting the deadline of Thursday, May 2 at 5:00 p.m. Vote – Yeas: Mayor Mahoney, Vice Mayor Dancy, Councilmembers Robinson, Gunn, and Hunt (5). Nays: Councilmembers Wood and Forgrave (2). Motion carried.

Motion was made by Councilmember Gunn, seconded by Councilmember Robinson to adjourn as a nominating caucus and reconvene as City Council. Vote was done by voice with all in favor. Motion carried.

CITY COUNCILMEMBER'S COMMENTS:

Mayor Mahoney, Vice Mayor Dancy, and Councilmembers Robinson, Gunn, Wood, Hunt, and Forgrave offered comments.

ADJOURNMENT:

No further business being offered, a motion to adjourn was made by Vice Mayor Dancy, seconded by Councilmember Wood. Vote was done by voice with all in favor. Mayor Mahoney adjourned the meeting at 7:35 p.m.



City of Jackson, Michigan
Financial Statements

As of and for the Nine Months Ended March 31, 2024

Unaudited

City of Jackson, Michigan
General Fund Expenditure Summary
As of and for the Nine Months Ended March 31, 2024
(Prepared on the Adopted Budget-Basis)

Unaudited

Function Department		2023/24 Budget Original	2023/24 Budget Amended	Actual Month To Date	Actual Year To Date	Percent Spent	Variance - Favorable (Unfavorable)	
General Government :								
101-101	City Council	121,656	121,656	7,697	68,695	56.47%	52,961	
101-103	Charter Review Committee	2,500	2,500	-	-	0.00%	2,500	
101-172	City Manager	506,926	506,926	17,498	405,502	79.99%	101,424	
101-191	Finance	555,688	555,688	46,428	492,306	88.59%	63,382	
101-215	City Clerk	344,251	344,251	25,362	243,469	70.72%	100,782	
101-228	Management Info. Services	436,693	436,693	39,035	303,548	69.51%	133,145	
101-233	Purchasing	133,042	133,042	16,997	97,693	73.43%	35,349	
101-253	City Treasurer	412,661	412,661	29,010	297,757	72.16%	114,904	
101-254	City Income Tax	242,395	242,395	14,651	154,594	63.78%	87,801	
101-257	City Assessor	501,053	501,053	39,726	344,160	68.69%	156,893	
101-262	City Clerk-Elections	206,354	206,354	24,016	154,400	74.82%	51,954	
101-265	City Hall & Grounds	684,161	684,161	14,371	273,586	39.99%	410,575	
101-266	City Attorney	761,346	761,346	60,124	559,780	73.53%	201,566	
101-270	Personnel	590,561	590,561	19,215	301,957	51.13%	288,604	
101-278	Unallocated	812,434	812,434	49,699	568,256	69.94%	244,178	
		6,311,721	**6,311,721**	**403,829**	**4,265,703**	**67.58%**	**2,046,018**	
Judicial:								
101-299	Admin. Hearings Bureau	190,318	190,318	7,521	121,733	63.96%	68,585	
		190,318	**190,318**	**7,521**	**121,733**	**63.96%**	**68,585**	
Public Safety:								
101-301	Police	11,682,501	11,682,501	808,445	7,957,159	68.11%	3,725,342	
101-311	OSHP Grant	4,642	4,642	-	3,006	64.76%	1,636	
101-320	Consortium Training	12,500	12,500	-	41,461	331.69%	(28,961)	***Note 2***
101-321	In Service Training	5,000	5,000	-	6,409	128.18%	(1,409)	***Note 2***
101-340	Fire Suppression	6,003,612	6,003,612	568,148	5,173,625	86.18%	829,987	
101-350	Public Safety - Unallocated	2,094,302	2,094,302	142,990	1,560,527	74.51%	533,775	
		19,802,557	**19,802,557**	**1,519,583**	**14,742,187**	**74.45%**	**5,060,370**	
Public Works :								
101-442	Forestry	824,212	824,212	40,481	537,694	65.24%	286,518	
101-444	Sidewalk Construction	151,456	151,456	-	28,506	18.82%	122,950	
101-445	Drains at Large	107,133	107,133	497	29,462	27.50%	77,671	
101-450	Street Lighting	615,248	615,248	48,532	363,659	59.11%	251,589	
101-455	Weed Control	96,269	96,269	349	42,246	43.88%	54,023	
101-465	Grounds Maintenance	488,287	488,287	11,595	345,395	70.74%	142,892	
101-567	Cemeteries	374,516	374,516	16,219	272,682	72.81%	101,834	
101-571	Tax Property Maintenance	216,716	216,716	800	99,332	45.84%	117,384	
101-572	Civic Affairs	121,229	121,229	1,657	59,381	48.98%	61,848	
		2,995,066	**2,995,066**	**120,130**	**1,778,357**	**59.38%**	**1,216,709**	
Community & Economic Development:								
101-701	Planning	252,305	252,305	16,880	169,236	67.08%	83,069	
101-728	Economic Development	147,400	147,400	3,000	76,786	52.09%	70,614	
		399,705	**399,705**	**19,880**	**246,022**	**61.55%**	**153,683**	

City of Jackson, Michigan
General Fund Expenditure Summary
As of and for the Nine Months Ended March 31, 2024
(Prepared on the Adopted Budget-Basis)

- Continued -

Function	Department	2023/24 Budget Original	2023/24 Budget Amended	Actual Month To Date	Actual Year To Date	Percent Spent	Variance - Favorable (Unfavorable)	
Recreation & Culture :								
101-752	Parks, Rec. & Grnds. Admin.	321,986	321,986	27,800	245,138	76.13%	76,848	
101-758	Lt. Nixon Memorial Pool	137,729	137,729	301	171,392	124.44%	(33,663)	***Note 2***
101-771	Parks & Facilities Maintenance	910,352	910,352	45,915	681,260	74.83%	229,092	
101-803	Historical District	14,440	14,440	981	9,530	66.00%	4,910	
101-806	Diversity, Equity & Inclusion	452,638	452,638	22,469	224,068	49.50%	228,570	
		1,837,145	**1,837,145**	**97,466**	**1,331,388**	**72.47%**	**505,757**	
Contributions to Other Funds:								
101-965	Contributions to Other Funds	**932,133**	**1,125,535**	**-**	**193,402**	**17.18%**	**932,133**	
	Total General Fund Expenditures	**32,468,645**	**32,662,047**	**2,168,409**	**22,678,792**	**69.43%**	**9,983,255**	
Funds consolidated with the General Fund for financial reporting purposes:								
102	**Budget Stabilization**	**20,000**	**20,000**	**-**	**-**	**0.00%**	**20,000**	
Permanent Funds :								
151	Cemetery Perpetual Maint.	6,000	6,000	-	-	0.00%	6,000	
155	Ella W. Sharp Endowment	30,850	30,850	-	-	0.00%	30,850	
160	Lloyd E. Mount Endowment	5,600	5,600	-	-	0.00%	5,600	
Special Revenue Funds :								
202	Major Street	19,849,761	19,849,761	306,518	5,497,511	27.70%	14,352,250	
203	Local Street	4,162,881	4,162,881	40,689	460,664	11.07%	3,702,217	
208	Ella W. Sharp Park Operating	984,832	984,832	39,857	643,938	65.39%	340,894	
213	Opioid Settlement Fund	118,175	118,175	-	89,000	75.31%	29,175	
218	Affordable Housing	3,519,760	3,519,760	3,725	735,187	20.89%	2,784,573	
245	Public Improvement	1,511,115	1,511,115	3,112	160,463	10.62%	1,350,652	
246	Cortland St. Redev. Project	23,527	23,527	880	468,811	1992.65%	(445,284)	***Note 2***
249	Building Department	638,850	638,850	42,426	420,173	65.77%	218,677	
251	Housing Code Enforcement	1,290,495	1,290,495	76,738	743,936	57.65%	546,559	
252	Building Demolitions	1,000	194,402	16,730	138,759	71.38%	55,643	
265	Drug Law Enforcement	16,338	16,338	156	11,902	72.85%	4,436	
272	SAFER Grant	525,581	525,581	-	295,579	56.24%	230,002	
273	Project Safe Neighborhoods	234,542	234,542	5,838	46,028	19.62%	188,514	
275	Byrne/JAG Programs	25,000	76,526	(4,289)	23,408	30.59%	53,118	
279	American Rescue Plan Act	75,000	75,000	5,143	12,555	16.74%	62,445	
296	Recreation Activity	266,824	266,824	15,989	200,375	75.10%	66,449	
297	Recreation Millage Program	623,067	623,067	59,370	547,225	87.83%	75,842	
Debt Service Funds :								
308	2020 Capital Improvement D/S	223,788	223,788	-	14,894	6.66%	208,894	
352	2017 Mich. Trans. Fund D/S	762,068	762,068	-	66,034	8.67%	696,034	
367	2021 City Hall Refunding D/S	739,720	739,720	-	14,860	2.01%	724,860	
385	2016 Capital Improvement D/S	145,569	145,569	3,112	145,569	100.00%	0	
386	2018 Capital Improvement D/S	1,418,750	1,418,750	-	271,625	19.15%	1,147,125	

City of Jackson
All Other Funds - Expenditure Summary
As of and for the Nine Months Ended March 31, 2024
(Prepared on the Adopted Budget-Basis)

- Continued -

Fund Type/Fund Name		2023/24 Budget Original	2023/24 Budget Amended	Actual Month To Date	Actual Year To Date	Percent Spent	Variance - Favorable (Unfavorable)
Debt Service Funds (continued) :							
389	2017 BRA TIF Refunding D/S	420,144	420,144	-	105,072	25.01%	315,072
391	2021 BRA TIF Refunding D/S	791,839	791,839	-	25,919	3.27%	765,920
394	2001 DDA TIF D/S	2,881,749	2,881,749	-	-	0.00%	2,881,749
395	2019 DDA TIF Refunding D/S	208,365	208,365	-	84,183	40.40%	124,182
Capital Projects Funds :							
401	Capital Projects	1,113,031	1,113,031	49,731	788,776	70.87%	324,255
402	Water Equip. and Replacemt.	7,099,234	7,099,234	358,239	2,371,330	33.40%	4,727,904
403	Lead Service Line Replacement	2,082,538	2,082,538	43,438	512,557	24.61%	1,569,981
404	Sanitary Sewer Maint.	663,044	663,044	20,588	214,021	32.28%	449,023
405	Sanitary Sewer Replacement	2,985,140	2,985,140	75,646	301,549	10.10%	2,683,591
406	Wastewater Equip. Replacemt.	6,228,293	6,228,293	202,354	4,010,717	64.40%	2,217,576
407	2022 Sewer Sys. Project Const.	5,697,802	5,697,802	406,670	3,902,079	68.48%	1,795,723
409	2022 Water Sys. Project Const.	16,342,000	16,342,000	511,840	652,063	3.99%	15,689,937
426	2024 MI Trans. Bonds Const. Fund	2,196,096	2,196,096	-	-	0.00%	2,196,096
488	MLK Corridor Improvemt. Authority	4,507,925	4,507,925	2,948	453,349	10.06%	4,054,576
489	Brownfield Redevelopmt. Auth.	1,804,230	1,804,230	(184,899)	208,110	11.53%	1,596,120
494	DDA Project	3,090,114	3,090,114	-	84,183	2.72%	3,005,931
Enterprise Funds :							
514	Auto Parking System	283,433	283,433	803	4,261	1.50%	279,172
518	Parking Assessment	314,981	314,981	30,053	207,027	65.73%	107,954
519	Cooper/Francis Parking Deck	283,957	283,957	-	36,932	13.01%	247,025
590	Sewer	16,320,273	16,320,273	781,743	8,917,227	54.64%	7,403,046
591	Water	34,209,037	34,209,037	946,487	9,042,756	26.43%	25,166,281
Internal Service Funds :							
641	Public Works Administration	472,518	472,518	25,223	259,098	54.83%	213,420
642	Engineering Administration	339,842	339,842	14,859	220,534	64.89%	119,308
643	Local Site Remed. Revolving	20,000	20,000	-	-	0.00%	20,000
661	Motor Pool and Garage	1,606,109	1,606,109	149,815	1,477,654	92.00%	128,455
676	Workers' Compensation	220,350	220,350	13,587	175,934	79.84%	44,416
677	Self-Insured Health Care	5,474,627	5,474,627	561,397	4,156,449	75.92%	1,318,178
Trust & Agency Funds :							
703	County & School Tax Collection	28,400,000	28,400,000	-	-	0.00%	28,400,000
731	Employees' Retirement System	4,160,000	4,160,000	445,753	3,288,023	79.04%	871,977
732	Policemen's/Firemen's Pension	523,000	523,000	33,752	305,367	58.39%	217,633
734	Police./Fire. Pension-345	6,440,000	6,440,000	478,994	4,396,834	68.27%	2,043,166
736	Public Employee Health Care	29,000	29,000	2,719	7,912	27.28%	21,088
Special Assessment Funds :							
852	2020 Special Assessment D/S	161,190	161,190	-	153,135	95.00%	8,055
895	Special Assessment	2,116,337	2,116,337	466,048	1,231,915	58.21%	884,422

City of Jackson
All Funds - Revenue Summary
As of and for the Nine Months Ended March 31, 2024
(Prepared on the Adopted Budget-Basis)

Fund/Fund Name		2023/24 Budget Original	2023/24 Budget Amended	Actual Month To Date	Actual Year To Date	Percent Collected
General Fund :						
Property Taxes		11,015,617	11,015,617	235,449	10,358,112	94.03%
Income Taxes		10,750,000	10,750,000	94,805	7,780,648	72.38%
State Revenue Sharing		5,732,948	5,732,948	118,173	2,960,313	51.64%
Licenses & Permits		368,015	368,015	2,381	174,787	47.49%
Federal Grants		1,267,483	1,267,483	-	997,990	78.74%
State Grants		5,414	5,414	(118,173)	123,061	2273.01%
Charges For Goods & Services		1,378,957	1,378,957	72,756	296,739	21.52%
Fines & Forfeits		390,611	390,611	14,277	282,552	72.34%
Investment Income		185,000	185,000	81,293	468,554	253.27%
Contributions From Other Funds		101,000	101,000	-	99,961	98.97%
Contributions From Local Units		12,500	12,500	-	6,084	48.67%
Miscellaneous		376,695	376,695	12,724	667,249	177.13%
Total General Fund Revenues		**31,584,240**	**31,584,240**	**513,685**	**24,216,050**	**76.67%**
Funds consolidated with the General Fund for financial reporting purposes:						
102	**Budget Stabilization**	**20,000**	**20,000**	**9,347**	**46,247**	**231.24%**
Permanent Funds :						
151	Cemetery Perpetual Maint.	41,000	41,000	3,573	17,789	43.39%
155	Ella W. Sharp Endowment	30,850	30,850	-	-	0.00%
160	Lloyd E. Mount Endowment	5,600	5,600	-	-	0.00%
Special Revenue Funds :						
202	Major Street	19,653,590	19,653,590	753,900	4,963,935	25.26%
203	Local Street	3,461,459	3,461,459	242,477	1,196,396	34.56%
208	Ella W. Sharp Park Operating	975,450	975,450	18,512	396,883	40.69%
213	Opiod Settlement Fund	0	0	-	33,563	n/a
218	Affordable Housing	3,519,760	3,519,760	-	641,968	18.24%
245	Public Improvement	1,371,000	1,371,000	23,759	1,271,527	92.74%
246	Cortland St. Redev. Project	500	500	-	29,356	5871.20%
249	Building Department	513,400	513,400	72,598	551,480	107.42%
251	Housing Code Enforcement	1,045,600	1,045,600	89,973	986,226	94.32%
252	Building Demolitions	1,000	194,402	1,083	257,128	132.27%
265	Drug Law Enforcement	20,700	20,700	127	942	4.55%
272	SAFER Grant	525,581	525,581	-	109,592	20.85%
273	Project Safe Neighborhood	234,542	234,542	12,695	48,467	20.66%
275	Byrne/JAG Programs	25,000	76,526	14,946	22,782	29.77%
279	American Rescue Plan Act	75,000	75,000	-	7,413	9.88%
296	Recreation Activity	270,250	270,250	9,471	214,593	79.41%
297	Recreation Millage Program	651,500	651,500	1,735	306,908	47.11%
Debt Service Funds :						
308	2020 Capital Improvement D/S	223,788	223,788	-	14,894	6.66%
352	2017 Mich. Trans. Fund D/S	762,068	762,068	-	66,034	8.67%
367	2021 City Hall Refunding D/S	708,500	708,500	13,048	712,308	100.54%
385	2016 Capital Improvement D/S	145,569	145,569	3,112	145,569	100.00%

City of Jackson
All Funds - Revenue Summary
As of and for the Nine Months Ended March 31, 2024
(Prepared on the Adopted Budget-Basis)

- Continued -

Fund/Fund Name		2023/24 Budget Original	2023/24 Budget Amended	Actual Month To Date	Actual Year To Date	Percent Collected
Debt Service Funds (continued) :						
386	2018 Capital Improvement D/S	1,418,750	1,418,750	-	-	0.00%
389	2017 BRA TIF Refunding D/S	420,144	420,144	-	105,072	25.01%
391	2021 BRA TIF Refunding D/S	791,839	791,839	-	25,919	3.27%
394	2001 DDA TIF D/S	2,881,749	2,881,749	-	-	0.00%
395	2019 DDA TIF Refunding D/S	208,365	208,365	-	84,183	40.40%
Capital Projects Funds :						
401	Capital Projects	1,113,531	1,113,531	-	-	0.00%
402	Water Equip. and Replacemt.	5,041,766	5,041,766	463,922	4,270,607	84.70%
403	Lead Service Line Replacement	2,913,517	2,913,517	152,941	1,601,333	54.96%
404	Sanitary Sewer Maintenance	663,044	663,044	20,588	214,021	32.28%
405	Sanitary Sewer Replacement	1,535,190	1,535,190	154,394	1,257,398	81.91%
406	Wastewater Equip. Replacemt.	3,990,800	3,990,800	157,202	2,836,441	71.07%
407	2022 Sewer Sys. Project Const.	5,697,802	5,697,802	301,960	3,495,408	61.35%
409	2022 Water Sys. Project Const.	16,342,000	16,342,000	3,728	140,222	0.86%
426	2024 MI Trans. Fund Bond Const. Fund	4,501,000	4,501,000	-	-	0.00%
488	MLK Corridor Improvemt. Authority	4,507,925	4,507,925	-	62,653	1.39%
489	Brownfield Redevelopmt. Auth.	1,977,300	1,977,300	10,746	51,493	2.60%
494	DDA Project	3,525,000	3,525,000	39,441	1,851,232	52.52%
Enterprise Funds :						
514	Auto Parking System	95,443	95,443	1,193	7,835	8.21%
518	Parking Assessment	311,449	311,449	42,424	328,813	105.58%
519	Cooper/Francis Parking Deck	15,550	15,550	6,623	26,244	168.77%
590	Sewer	12,702,461	12,702,461	959,885	8,447,563	66.50%
591	Water	31,059,822	31,059,822	1,119,892	9,900,790	31.88%
Internal Service Funds :						
641	Public Works Administration	364,799	364,799	24,849	276,107	75.69%
642	Engineering Administration	266,815	266,815	20,044	178,763	67.00%
643	Local Site Remed. Revolving	63,500	63,500	2,392	18,292	28.81%
661	Motor Pool and Garage	1,309,590	1,309,590	102,578	1,607,744	122.77%
676	Workers' Compensation	167,500	167,500	20,387	167,444	99.97%
677	Self-Insured Health Care	5,702,000	5,702,000	459,945	4,244,339	74.44%
Trust & Agency Funds :						
703	County & School Tax Collection	28,400,000	28,400,000	17,668	152,425	0.54%
731	Employees' Retirement System	6,376,460	6,376,460	1,001,722	5,233,345	82.07%
732	Policemen's/Firemen's Pension	510,902	510,902	75,862	600,040	117.45%
734	Police./Fire. Pension-345	10,852,297	10,852,297	1,909,648	10,535,651	97.08%
736	Public Employees Health Care	230,000	230,000	188,218	481,700	209.43%
Special Assessment Funds :						
852	2020 Special Assessment D/S	161,190	161,190	-	153,135	95.00%
895	Special Assessment	2,215,147	2,215,147	471,913	1,108,715	50.05%

City of Jackson
Notes to Revenue & Expenditure Summaries
As of and for the Nine Months Ended March 31, 2024
(Prepared on the Adopted Budget-Basis)

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

Note 2: **A budget amendment is pending to correct this variance.**

CITY OF JACKSON
Founded 1829

City Manager's Office
161 W. Michigan Ave. - Jackson, MI 49201
Phone: (517) 788-4035 • Facsimile: (517) 768-5820

MEMO TO: Mayor and City Councilmembers

FROM: Jonathan Greene, City Manager

DATE: May 14, 2024

SUBJECT: Accept and place on file the CDBG, HOME, and CDBG-CV Homeless Prevention Financial Summaries through March 31, 2024

Recommendation:

Accept and place on file the CDBG, HOME and CDBG-CV Homeless Prevention Financial Summaries through March 31, 2024.

Attached is a memo from Shane LaPorte, the Director of Community Development, regarding accepting and placing on file the CDBG, HOME, and CDBG-CV Homeless Prevention Financial Summaries through March 31, 2024. Monthly expenses include Personnel Salaries & Expenses, Administration Cost, Street Project Expense, and Demolition Cost.

I recommend accepting and placing on file the CDBG, HOME, and CDBG-CV Homeless Prevention Financial Summaries through March 31, 2024. Your consideration and concurrence is appreciated.

JG

DEPARTMENTAL REPORT

MEMO TO: Jonathan Greene, City Manager

FROM: Shane LaPorte, Director of Community Development

DATE: May 14, 2024

RECOMMENDATION: To accept and place on file the CDBG, HOME, and CDBG-CV Homeless Prevention Financial Summaries through March 31, 2024

SUMMARY

Attached please find the Financial Summaries for the CDBG, HOME, and CDBG-CV Homeless Prevention funds for the month ending March 31, 2024.

Monthly expenses included:

- Personnel – Salaries & Expenses
- Administration – Rehabilitation Administration Cost
- Street Projects
  - Perrine: MI to Burr (Final)
- Demolition Expense
  - 515 Oak St. at 70% winter work
  - Pre-Demo Cost - ETC
    - 710 Oakhill Ave.

My recommendation is to accept and place on file the CDBG, HOME, and CDBG-CV Homeless Prevention Financial Summaries through March 31, 2024.

ATTACHMENTS

City of Jackson
Community Development Block Grant
Monthly Financial Summary
For the Nine Months Ended March 31, 2024

		Budgeted	Expended Prior Year	Actual Month-to-Date	Actual Year-to-Date	Total Funds Expended-to-Date	Balance	Percent Spent
	Administration							
1	Administration & Planning							
	FY 2021/2022	145,000	145,000	-	-	145,000	-	100.0%
	FY 2022 / 2023	130,000	60,161	1,681	69,839	130,000	-	100.0%
	FY 2023 / 2024	150,000	-	12,821	35,033	35,033	114,967	23.4%
	Code Enforcement							
2	City Attorney Office							
	FY 2021/2022	20,000	20,000	-	-	20,000	-	100.0%
	FY 2022 / 2023	**25,000**	20,403	-	4,597	25,000	-	100.0%
	FY 2023 / 2024	25,000	-	-	5,364	5,364	19,636	21.5%
	Rehabilitation Projects							
3	Rehabilitation Administration							
	FY 2021/2022	135,000	135,000	-	-	135,000	-	100.0%
	FY 2022 / 2023	**158,761**	125,593	561	29,482	155,075	3,686	97.7%
	FY 2023 / 2024	150,000	-	15,814	97,679	97,679	52,321	65.1%
4	City Emergency Hazard Repair Program							
	FY 2020/2021	497,059	497,059	-	-	497,059	-	100.0%
	FY 2022 / 2023	250,000	54,397	-	156,998	211,396	38,604	84.6%
	FY 2023 / 2024	250,000	-	-	-	-	250,000	0.0%

City of Jackson
Community Development Block Grant
Monthly Financial Summary
For the Nine Months Ended March 31, 2024

		Budgeted	Expended Prior Year	Actual Month-to-Date	Actual Year-to-Date	Total Funds Expended-to-Date	Balance	Percent Spent
	Street Projects							
5	Special Assessments							
	FY 2019/2020	25,000	6,080	-	-	6,080	18,920	24.3%
6	Cooley: Morrell to Biddle							
	FY 2021/2022	175,176	170,936	-	-	170,936	4,240	97.6%
7	Biddle: Mechanic to MLK Jr Dr							
	FY 2021/2022	134,702	130,463	-	-	130,463	4,239	96.9%
8	Perrine-Burr							
	FY 2021/2022	56,500	56,500	-	-	56,500	-	100.0%
	FY 2022/2023	463,000	387,573	65,271	65,271	452,844	10,156	97.8%
9	Streetscape -City-owned Vacant Lot							
	FY 2023 / 2024	175,000	-	-	-	-	175,000	0.0%
	Recreation -Other Projects							
10	Loomis Park Court Improvements	312,849	312,849	-	-	312,849	-	100.0%
11	Boo Center Improvements							
	FY 2020/2021	305,000	305,000	-	-	305,000	-	100.0%
	FY 2021/2022	1,005,980	1,005,980	-	-	1,005,980	-	**100.0%**
	FY 2022/2023	241,133	241,133	-	-	241,133	-	100.0%
	FY 2023/2024	401,448	-	-	2,600	2,600	398,848	0.6%
	Demolition							
12	Demolition							
	FY 2020/2021	300,000	300,000	-	-	300,000	-	100.0%
	FY 2021/2022	75,000	75,000	-	-	75,000	-	100.0%
	FY 2022 / 2023	150,000	85,328	17,608	64,672	150,000	-	100.0%
	FY 2023 / 2024	200,000	-	3,287	3,287	3,287	196,713	1.6%

City of Jackson
HOME
Monthly Financial Summary
For the Nine Months Ended March 31, 2024

	Budgeted	Expended Prior Year	Actual Month-to-Date	Actual Year-to-Date	Total Funds Expended-to-Date	Balance	Percent Spent
1 Rehabilitation Assistance Program							
FY 2019/2020	55,068	54,384	-	-	54,384	684	98.8%
2 HOME Administration			-				
FY 2019/2020	25,000	25,000	-	-	25,000	-	100.0%
FY 2020/2021	33,000	31,703	-	-	31,703	1,297	96.1%
FY 2021/2022	16,000	16,000	-	-	16,000	-	100.0%
FY 2022/2023	30,000	30,000	-	-	30,000	-	100.0%
FY 2023/2024	35,100	-	-	-	-	35,100	0.0%
3 CHDO Reservation							
FY 2019/2020	503,052	503,052	-	-	503,052	-	100.0%
FY 2020/2021	287,439	75,694	-	211,745	287,439	0	100.0%
FY 2021/2022	118,329	-	-	28,471	28,471	89,858	24.1%
FY 2022/2023	129,404	-	-	-	-	129,404	0.0%
FY 2023/2024	316,092	-	-	-	-	316,092	0.0%
4 CHDO Operating Expenses							
FY 2019/2020	18,000	15,450	-	-	15,450	2,550	85.8%
FY 2020/2021	16,800	16,800	-	-	16,800	-	100.0%
FY 2022/2023	17,226	2,557	-	-	2,557	14,669	14.8%
5 Partnership Park - Homeowner Rehabilitation (CAA)							
FY 2021/2022	200,000	-	-	19,764	19,764	180,236	9.9%
FY 2022/2023	200,000	-	-	-	-	200,000	0.0%

City of Jackson
2020/8 CV Homeless Prevention
Monthly Financial Summary
For the Nine Months Ended March 31, 2024

		Budgeted	Expended Prior Year	Actual Month-to-Date	Actual Year-to-Date	Total Funds Expended-to-Date	Balance	Percent Spent
	Administration							
1	CDBG-CV Admin City							
	FY 2020/2021	60,000	16,898	-	2,387	19,284	40,716	32.1%
2	CDBG-CV Admin CAA							
	FY 2020/2021	33,270	33,270	-	-	33,270	-	100.0%
	Homeless Prevention - Public Services							
3	Eviction Prevention							
	FY 2020/2021	120,000	120,000	-	-	120,000	-	100.0%
4	Foreclosure Prevention							
	FY 2020/2021	41,112	41,112	-	-	41,112	-	100.0%
5	Water Shut-off Protection							
	FY 2020/2021	35,313	35,313	-	-	35,313	-	100.0%
	Parks & Recreation							
6	Boos Center - HVAC	319,425	226,318	-	-	226,317	93,108	70.9%
7	Boos Center - Trail	336,325	330,622	-	-	330,622	5,703	98.3%

JACKSON
Founded 1829

MEMO TO: Mayor and City Councilmembers

FROM: Jonathan Greene, City Manager

DATE: May 14, 2024

SUBJECT: Change to the Standard Lighting Contract with Consumers Energy for Removal of a Streetlight.

Recommendation:

Approve the Resolution for Change to the Standard Lighting Contract with Consumers Energy for the removal of a streetlight at the intersection of W. Washington Avenue and S. Mechanic Street and authorize the Mayor and City Clerk to execute the appropriate documents.

Attached is a report from Jon Dowling, City Engineer accompanied by a resolution, contract change authorization form, invoice, and plan sheet from Consumers Energy regarding a streetlight removal.

I recommend adoption of the resolution for the change to the Standard Lighting Contract for streetlights with Consumers Energy, authorization for associated form execution, and invoice payment. Your consideration and concurrence is appreciated.

JACKSON
Founded 1829

DEPARTMENTAL REPORT

MEMO TO: Jonathan Greene, City Manager

FROM: Jon Dowling, Engineer

DATE: May 14, 2024

RECOMMENDATION: Approve the Resolution for Change to the Standard Lighting Contract with Consumers Energy for the removal of a streetlight at the intersection of W. Washington Avenue and S. Mechanic Street and authorize the Mayor and City Clerk to execute the appropriate documents.

ISSUE STATEMENT

During the two-way conversion of W. Washington Avenue new traffic signals were installed at W. Washington Avenue and S. Mechanic Street by MDOT. Prior to the new signal, there was a Consumers Energy streetlight in the intersection on the strain pole from the old traffic signal. We now have additional City owned lights in the intersection and have requested that Consumers Energy remove the streetlight from the pole. Attached is an Authorization for Change in Standard Lighting Contract form, Resolution for City Council Adoption, an invoice and additional information from Consumers.

DESCRIBE THE CONSEQUENCES

Removal of this streetlight has been requested since the City has other lighting at the intersection, and we do not need to continue paying Consumers Energy for theirs.

OWNERSHIP

The City of Jackson is responsible for the streetlight system within the City, and contracts with Consumers Energy to provide streetlights on their wood utility poles within the City's neighborhoods.

When the City installs its own lights in an area, the Consumers Energy lights are no longer needed.

SOLUTION

Engineering requested that Consumers Energy remove their light now that the City has lights in the intersection. The cost for Consumers Energy to remove the light is $768.00 and will be paid from the Streetlight Fund.

FACILITATE IMPLEMENTATION

Approve the Resolution for Change to the Standard Lighting Contract with Consumers Energy for the removal of a streetlight at the intersection of W. Washington Avenue and S. Mechanic Street and authorize the Mayor and City Clerk to execute the appropriate documents.

ATTACHMENTS

1. Engineering Consumers Contract Change attachment

Form 547 11-2014

RESOLUTION

RESOLVED, that it is hereby deemed advisable to authorize Consumers Energy Company to make changes in the lighting service as provided in the Standard Lighting Contract between the Company and the City of JACKSON, dated 6/1/2010, in accordance with the Authorization for Change in Standard Lighting Contract dated _____,

heretofore submitted to and considered by this ☐ commission ☐ council ☐ board; and

RESOLVED, further, that the _____ Clerk be and are authorized to execute such authorization for change on the behalf of the City.

STATE OF MICHIGAN
COUNTY OF JACKSON

I, _____, clerk of the City of JACKSON do hereby certify that the foregoing resolution was duly adopted by the

☐ commission ☐ council ☐ board of said municipality, at the meeting held on _____.

_____

Dated:

_____

Municipal Customer Type: City

Form 547 11-2014



AUTHORIZATION FOR CHANGE IN STANDARD LIGHTING CONTRACT(COMPANY-OWNED) FORM 547

Contract Number: 100000287787
Consumers Energy Company is authorized as of _____ by the City of JACKSON, to make changes, as listed below, in the lighting system(s) covered by the existing Standard Lighting Contract between the Company and the City of JACKSON, dated 6/1/2010.

Lighting Type: General Service Unmetered Lighting Rate GUL, Standard High Intensity Discharge

Except for the changes in the lighting system(s) as herein authorized, all provisions of the aforesaid Standard Lighting Contract dated 6/1/2010 shall remain in full force and effect.

Notification Number(s): 1069810635

Comments:

City of JACKSON

By: _____

(Signature)

_____

(Printed)

Its: _____

(Title)

This Agreement may be executed and delivered in counterparts, including by a facsimile or an electronic transmission thereof, each of which shall be deemed an original. Any document generated by the parties with respect to this Agreement, including this Agreement, may be imaged and stored electronically and introduced as evidence in any proceeding as if original business records. Neither party will object to the admissibility of such images as evidence in any proceeding on account of having been stored electronically.

Consumers Energy
Count on Us
A CMS Energy Company

CEM Support Center
Consumers Energy, Lansing Service Center, Rm. 122, 530 W. Willow St., Lansing, MI 48906-4754

April 5, 2024

NOTIFICATION #:
1069810635

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

REFERENCE: CORNER OF E WASHNGTON AVE AND S MECHANIC ST, JACKSON

Dear Valued Customer,

Thank you for contacting Consumers Energy for your energy needs. Please note the Notification Number above and include it on any correspondence you send. Please note the Account Number, located above the Account Name on your invoice, when submitting payment.

Enclosed for approval and signature is the original Authorization for Change and Resolution covering the replacement and/or installation of streetlight(s). You are responsible for the final restoration.

The estimated cost for your energy request is as follows:

Non Refundable Agreement for Installation of Electric Facilities:		
Winter Construction Costs:	$	-
Installation Charge:	$	768.00
Additional Costs		
Total Estimated Cost:	**$**	**768.00**
Less Prepayment Received:	$	-
Total Estimated Cost Due:	**$**	**768.00**

Please sign and return the original Authorization for Change and Resolution in the enclosed self-addressed envelope or email to: POBoxCEServiceRequest@cmsenergy.com. Payment in full is required before the installation can be scheduled for construction.

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

Tanya Gilroy at 616-251-0574 .

Consumers Energy
Count on Us®

Amount Due:	$768.00
Please pay by:	April 19, 2024

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

Invoice Number	9326589321
PO Number	
PO Date	
Bill Date	04/05/24

Account: 3000 2196 5250

CORNER OF E WASHNGTON AVE AND S MECHANIC ST JACKSON - STREETLIGHTING - NOTIFICATION NUMBER (s): 1069810635 -

NONENERGY INVOICE

DESCRIPTION	QUANTITY	UNIT PRICE	AMOUNT
Electric Streetlights-Removal	1.0 EA	$768.00	$768.00

TOTAL DUE: $768.00

See Page 2 for Payment Options.

Consumers Energy is regulated by the Michigan Public Service Commission, Lansing, Michigan

INVOICE QUESTIONS - Contact: Tanya Gilroy -616-251-0574 -

Fold, detach and mail this stub with your check made payable to Consumers Energy. Please write your account number on your check.

Consumers Energy
Count on Us®

Account: 3000 2196 5250

CONSUMERS ENERGY
CEM Support Ctr - Lansing RM 122
530 W Willow St
Lansing, MI 48906-4754

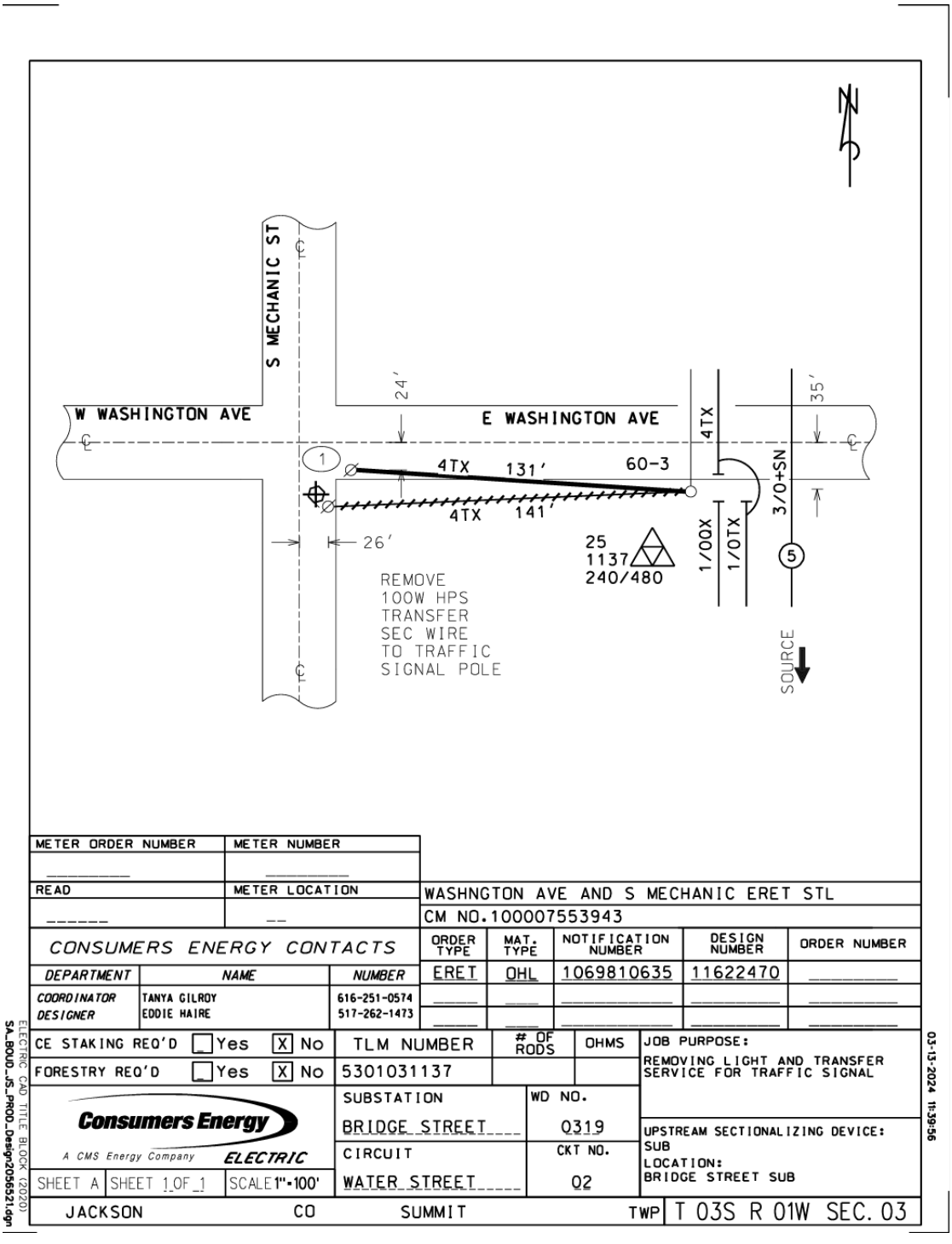
PREPAYMENT REQUEST

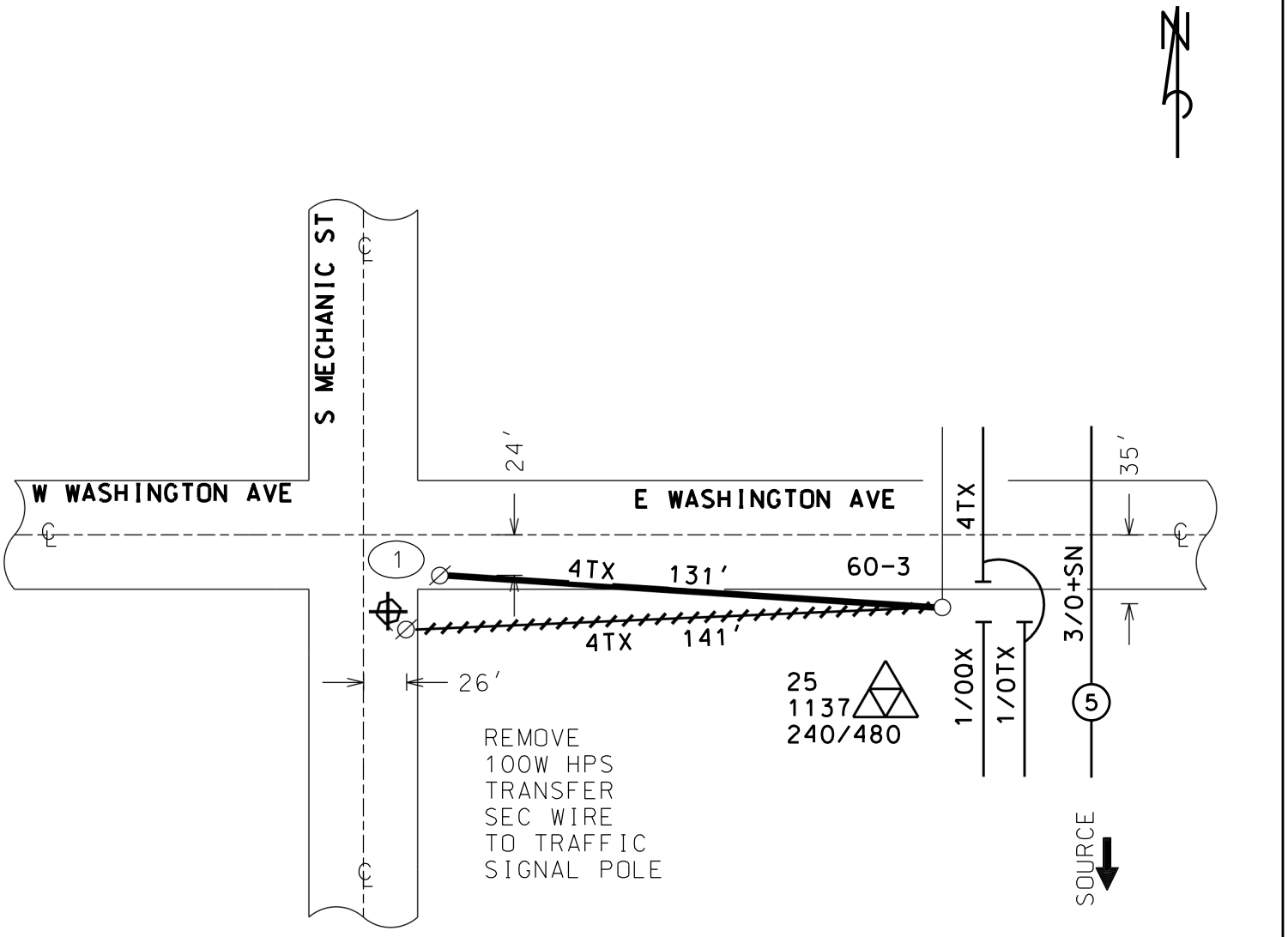
Amount Due:	$768.00
Please pay by:	April 19, 2024
Enclosed:	

6 330035695984 000000768002 0000 2056 0 300021965250 H

GENERAL SERVICE UNMETERED LIGHTING RATE GUL, STANDARD HIGH INTENSITY DISCHARGE

- (1) 100 watt HPS Cobrahead Cutoff to Remove at location WASHNGTON AVE AND S MECHANIC;





METER ORDER NUMBER	METER NUMBER
_____	_____
READ	METER LOCATION
_____	__

WASHNGTON AVE AND S MECHANIC ERET STL

CM NO.100007553943

CONSUMERS ENERGY CONTACTS

DEPARTMENT	NAME	NUMBER
COORDINATOR	TANYA GILROY	616-251-0574
DESIGNER	EDDIE HAIRE	517-262-1473

ORDER TYPE	MAT. TYPE	NOTIFICATION NUMBER	DESIGN NUMBER	ORDER NUMBER
ERET	OHL	1069810635	11622470	_____
_____	_____	_____	_____	_____
_____	_____	_____	_____	_____

CE STAKING REQ'D [ ] Yes [X] No

FORESTRY REQ'D [ ] Yes [X] No

TLM NUMBER: 5301031137

OF RODS:

OHMS:

JOB PURPOSE:
REMOVING LIGHT AND TRANSFER SERVICE FOR TRAFFIC SIGNAL

Consumers Energy
A CMS Energy Company
ELECTRIC

SUBSTATION: BRIDGE STREET

WD NO.: 0319

CIRCUIT: WATER STREET

CKT NO.: 02

UPSTREAM SECTIONALIZING DEVICE:
SUB
LOCATION:
BRIDGE STREET SUB

SHEET A | SHEET 1 OF 1 | SCALE 1"=100'

JACKSON CO SUMMIT TWP T 03S R 01W SEC. 09

ELECTRIC CAD TITLE BLOCK (2020)
SA_BOUD_JS_PROD_Design2056521.dgn
03-13-2024 11:39:56

JACKSON
Founded 1829

MEMO TO: Mayor and City Councilmembers

FROM: Jonathan Greene, City Manager

DATE: May 14, 2024

SUBJECT: Traffic Control Order 2392 - Homewild Avenue Parking, 100 Block.

Recommendation:

> Approve Traffic Control Order 2392 to continue the no parking in the 100 Block of Homewild Avenue, with the addition of two 10-minute parking spaces on the north side of Homewild Avenue near Mechanic Street, and rescind Traffic Control Order 1379.

Attached is a memo from Jon Dowling, City Engineer, for a Traffic Control Order on Homewild as described.

I recommend approval of Traffic Control Order 2392. Your consideration and concurrence is appreciated.

JACKSON
Founded 1829

DEPARTMENTAL REPORT

MEMO TO: Jonathan Greene, City Manager

FROM: Jon Dowling, Engineer

DATE: May 14, 2024

RECOMMENDATION: Approve Traffic Control Order 2392 to continue the no parking in the 100 Block of Homewild Avenue, with the addition of two 10-minute parking spaces on the north side of Homewild Avenue near Mechanic Street, and rescind Traffic Control Order 1379.

ISSUE STATEMENT

TCO 1379 was created in 1973 removing the parking on Homewild Avenue in the 100 block as there were only two occupants on the street and they both had off street parking available, and there was a need to improve truck and vehicular traffic through the area. Since that time there has been a decrease in traffic on Homewild and the City has been asked by a new business on the north side of Homewild for consideration of two 10-minute parking spaces on the north side of Homewild Avenue, set back from the intersection of Homewild Avenue and Mechanic Street, while keeping the remainder of the north side of the street no parking.

DESCRIBE THE CONSEQUENCES

If this TCO is not approved, the current perpendicular parking against the building will remain unchanged. The request for two 10-minute parking spaces is reasonable, with decreased traffic in this area since the original TCO in 1973.

OWNERSHIP

The City of Jackson is responsible for the traffic control signage on city streets and as times change so do some of the needs of the residents/property owners.

SOLUTION

Engineering, after review of the request, agrees with allowing the addition of the requested two 10-minute parking spaces. The estimated cost for the signs is $413.88, broken down as follows and paid from Major Streets Traffic funds.

#	Description	Price	Total
3	Time Limit Signs	@$18.70	$56.10
3	Sign Posts	@$37.70	$113.10

2	Hrs. Labor/Equipment	@122.34	$244.68
	Estimated Total		$413.88

FACILITATE IMPLEMENTATION

Approve Traffic Control Order 2392 to continue the no parking in the 100 Block of Homewild Avenue, with the addition of two 10-minute parking spaces on the north side of Homewild Avenue near Mechanic Street, and rescind Traffic Control Order 1379.

ATTACHMENTS

1. Engineering TCO 2392 Homewild attachments

CITY OF JACKSON, MICHIGAN

TRAFFIC ENGINEERING DIVISION

Traffic Control Order 2391

LOCATION: Homewild Avenue, 100 Block
DATE: May 14, 2024
ASSIGNED TO: Sign Shop

TCO DESCRIPTION

A request was received from a new business on the north side of Homewild for consideration of two 10 minute parking spaces on the north side of Homewild Avenue..

BY JON H. DOWLING, P.E.

RECOMMENDATION

Engineering recommends two 10 minute parking spaces be established on the north side of Homewild Avenue, set back from the intersection of Homewild Avenue and Mechanic Street, while keeping the remainder of the north side of the street no parking.

This would rescind TCO 1379.

APPROVED ☐ REJECTED ☐ **DATE** BY CITY COUNCIL

WORK ASSIGNMENT: To Sign Shop
DATE: May 15, 2024
TO: Sign Shop – refer to drawing provided by Engineering.

BY JON H. DOWLING, P.E.

MATERIAL USED

Posts	Stop	Time Limit	No Parking	Loading Zone	One Way	Yield	Paint	Other
3		**3 (10 min parking)**						

ASSIGNMENT COMPLETED

DATE: **BY: Sign Shop**

WORK INSPECTED

REMARKS:

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

Copies: 1. TCO File 2. Work Order Copy 3. Police Dept. 4. Fire Dept 5. City Clerk

Traffic Control Order 2392



JACKSON
Founded 1829

MEMO TO: Mayor and City Councilmembers

FROM: Jonathan Greene, City Manager

DATE: May 14, 2024

SUBJECT: Traffic Control Order 2395 - Installation of “Autistic Child” Signs.

Recommendation:

Approval of Traffic Control Order 2395 to install “Autistic Child Area” signs on West Avenue between Franklin Street and Washington Street.

Attached is a memo from Jon Dowling, City Engineer, for a Traffic Control Order for special signage as described above.

I recommend approval of Traffic Control Order 2395. Your consideration and concurrence is appreciated.

JACKSON
Founded 1829

DEPARTMENTAL REPORT

MEMO TO: Jonathan Greene, City Manager

FROM: Jon Dowling, Engineer

DATE: May 14, 2024

RECOMMENDATION: Approval of Traffic Control Order 2395 to install “Autistic Child Area” signs on West Avenue between Franklin Street and Washington Street.

ISSUE STATEMENT

There has been a request from a resident in the 400 block of South West Avenue who has two autistic children residing in the household. They would like “Autistic Child Area” signs placed within their block due to the large amount of traffic on this street. The resident also advised that the children are also known for escaping or walking away.

DESCRIBE THE CONSEQUENCES

If this TCO is not approved, there is a possibility one of the two children who live in the area may get out of their residence unattended and potentially wander into the roadway and be struck by a vehicle.

OWNERSHIP

The City of Jackson is responsible for the traffic control signage on city streets. Posting these signs will give added warning to drivers to watch for children who may unknowingly enter the roadway.

SOLUTION

Engineering, after review of the request, agrees with installing the two “Autistic Child Area” signs. The estimated cost for the signs is $423.18, broken down as follows and paid from Major Streets Traffic funds.

- 2 – time limit signs @ $51.55/$103.10
- 2 – sign posts, @ $37.70 each/$75.40
- 2 – hours labor/equipment, @ $122.34/$244.68 total
- Estimated total = $423.18

FACILITATE IMPLEMENTATION

Approval of Traffic Control Order 2395 to install “Autistic Child Area” signs on West Avenue between Franklin Street and Washington Street.

ATTACHMENTS

1. Engineering TCO 2395 attachments

CITY OF JACKSON, MICHIGAN

TRAFFIC ENGINEERING DIVISION

Traffic Control Order No. 2395

LOCATION: **South West Avenue between Franklin Street and Washington Street**
DATE: May 14, 2024
ASSIGNED TO: Sign Shop

TCO DESCRIPTION

At the request of a resident, investigate the possibility of installing "Autistic Child Area" signs on S. West Avenue between Franklin Street and Washington Street.

BY JON H. DOWLING, P.E.

RECOMMENDATION

Install "Autistic Child Area" signs on S. West Avenue between Franklin Street and Washington Street.

APPROVED ☐ REJECTED ☐ **DATE: 5/14/24** BY CITY COUNCIL

WORK ASSIGNMENT:
DATE: 5/14/2024
TO: Sign Shop

Install "Autistic Child Area" signs on both sides of S. West Avenue between Franklin Street and Washington Street, near 310 and 411 S. West Avenue..

BY JON H. DOWLING, P.E.

MATERIAL USED

Posts	Stop	Time Limit	No Parking	Loading Zone	One Way	Yield	Paint	Other
2								2

ASSIGNMENT COMPLETED

DATE: **BY: Sign Shop**

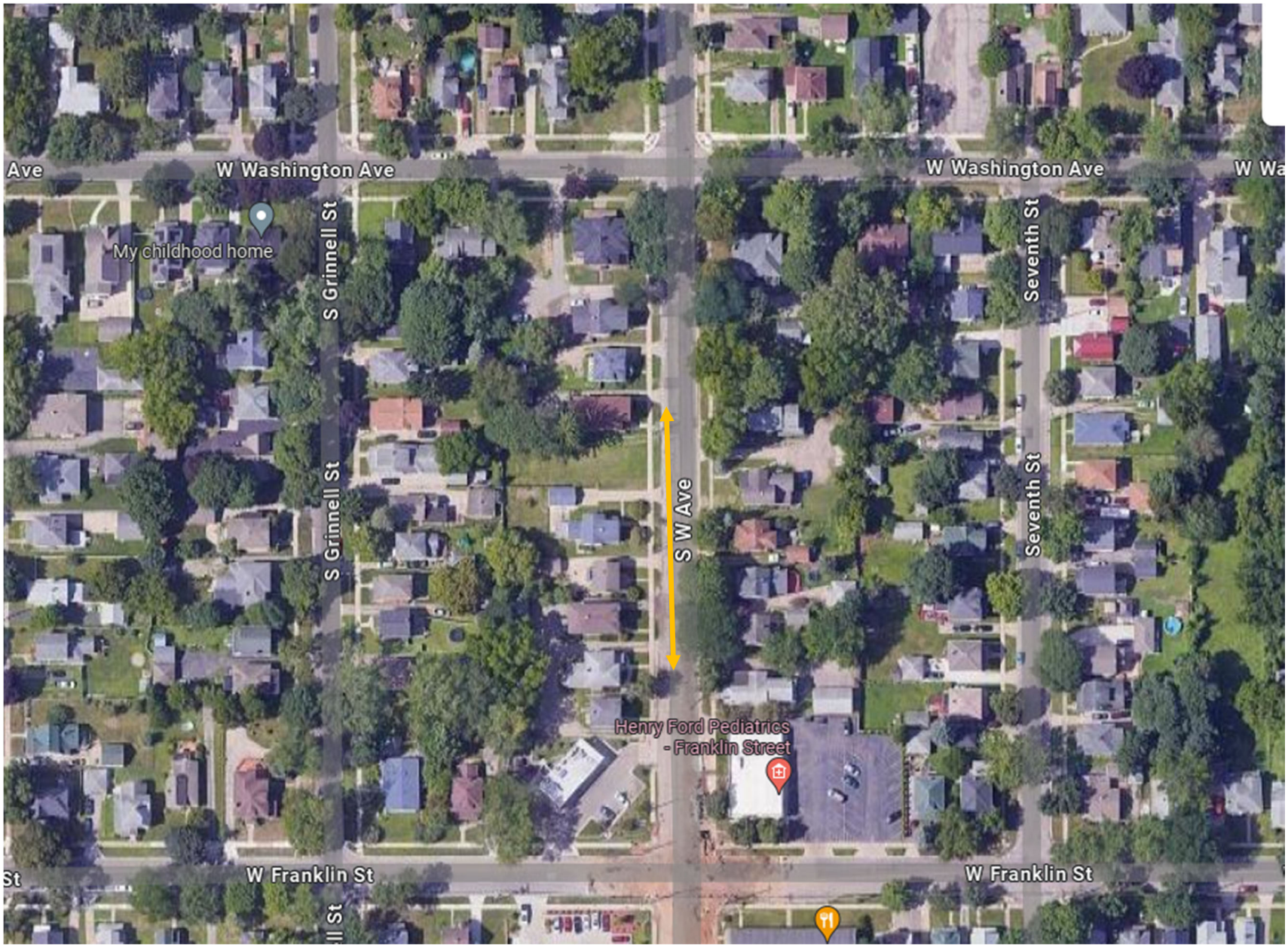
WORK INSPECTED

REMARKS:

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

Copies: 1. Intersection File 2. TCO File 3. Work Order Copy 4. Police Dept. 5. Fire Dept 6. City Clerk

Traffic Control Order 2395



CITY OF JACKSON
Founded 1829

Office of the Mayor

161 W. Michigan Ave. • Jackson, MI 49201
Phone: (517) 788-4028 • Facsimile: (866) 384-1772

MEMO TO: City Councilmembers

FROM: Daniel J. Mahoney, Mayor

DATE: May 14, 2024

SUBJECT: Reappointment to Administrative Hearings Bureau

RECOMMENDATION:

Approve the Mayor's recommendation to reappoint Frederick Bishop as an Administrative Hearings Bureau Officer for the City of Jackson's Administrative Hearings Bureau for a two-year term, beginning June 14, 2024 and ending on June 13, 2026.

In accordance with City Code, Chapter 2.5, the Administrative Hearings Bureau officer appointed by the Mayor with the consent of 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 Frederick Bishop as an Administrative Hearings Bureau Officer for the City of Jackson's Administrative Hearings Bureau for a two year term, beginning June 14, 2024 and ending on June 13, 2026.

Your consideration and concurrence is appreciated.

DJM:lmm

Lisa Moutinho

From: noreply@civicplus.com
Sent: Wednesday, January 24, 2024 8:42 AM
To: Aaron Dimick; Lisa Moutinho
Subject: Online Form Submittal: City of Jackson Board/Commission Application

City of Jackson Board/Commission Application

City of Jackson Board/Commission Application

First Name	Frederick
Last Name	Bishop
Address	11201 Singer Road
City	Brooklyn
State	MI
Zip	49230
Phone Number	5177401733
Email	Fairwayfred@gmail.vom
Last four digits of Social Security Number	
Occupation	Attorney
Describe your community involvement.	17 years as magistrate
Are you a City of Jackson resident? Being a non-resident does not prevent you from serving on a board or commission. However, some boards and commissions have residency requirements.	No
If you answered "No" where do you reside?	Norvell township

If you answered "Yes" how long have you been a City resident?	Brooklyn
Which board or commission are you interested in? You may choose more than one.	Administrative Hearings Bureau
If you selected the Civil Service Board, are you a registered voter? Only registered voters can serve on this commission.	*Field not completed.*
Why do you want to serve on your selected board or commission?	To contribute to the community
Upload additional documents	*Field not completed.*

(Section Break)

Appointment Process

Following the submission of your completed application, it will be reviewed by the City Manager's Office and the City Treasurer's Office. The Treasurer will review your application to ensure you do not owe the City unpaid taxes or fines. After that clearance, the Mayor will review your application and make a recommendation for an appointment to a board or commission by the City Council. If the recommendation is confirmed by the City Council, you may officially start the process of becoming a member of a board or commission.

(Section Break)

City Charter Section 2.15. - Person in Default to the City.

The city shall not contract with, or give an appointive position to, one who is in default to the city. No person who is in default to the city may accept or hold an elective or appointive position unless the default is resolved. Written notice describing the default shall be filed with the clerk and verified by the treasurer and served upon the candidate before the oath of office is given, or upon the officeholder. The term "default" shall not apply if the candidate or officeholder shall, within 30 days after receiving the notice, resolve the default, or if the person shall contest it by any recognized means of legal procedure before a court or tribunal of competent jurisdiction. In the event the indebtedness is upheld, the person shall have 30 days after final determination of the obligation is made to pay it in full.

(Section Break)

Final Submission

Completed applications are kept on file for up to one year after submission. You will be contacted using the information you provided if you are selected for final

consideration by the City Council. A board or commission appointment is a non-paid volunteer position.

Digital Signature	Frederick C Bishop
Date of Submission	1/24/2014

Email not displaying correctly? View it in your browser.

Click here to report this email as spam.

JACKSON
Founded 1829

MEMO TO: Mayor and City Councilmembers

FROM: Jonathan Greene, City Manager

DATE: May 14, 2024

SUBJECT: Special Event Application: Hot Dogs for Charity

Recommendation:

Approve a request from the Jackson DDA to host the Hot Dogs for Charity on June 28, 2024 on Mechanic Street.

Attached is a memo and supporting paperwork from Beth Kuiper regarding the Special Event Application for the Hot Dogs for Charity.

I recommend approval of Hot Dogs for Charity. Your consideration and concurrence is appreciated.

JG

JACKSON
Founded 1829

DEPARTMENTAL REPORT

MEMO TO: Jonathan Greene, City Manager

FROM: DDA Director , DDA Director

DATE: May 14, 2024

RECOMMENDATION: Approve a request from the Jackson DDA to host the Hot Dogs for Charity on June 28, 2024 on Mechanic Street.

ISSUE STATEMENT

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

DEPARTMENT	APPROVAL	DENIAL	ECONOMIC IMPACT
DDA	X		$0.00
Engineering	X		$0.00
Fire	X		$0.00
Community Development	X		$0.00
Parks & Recreation	X		$0.00
Police	X		$0.00
Public Works	X		$0.00
		TOTAL	***$0.00***

DESCRIBE THE CONSEQUENCES

Conditions & Considerations: Stage on wheels; bleachers

OWNERSHIP

Insurance Status: Insured under the city

SOLUTION

FACILITATE IMPLEMENTATION

Approve a request from the Jackson DDA to host the Hot Dogs for Charity on June 28, 2024 on Mechanic Street.

ATTACHMENTS

1. SEA--Hot Dogs For Charity

JACKSON
Founded 1829

City of Jackson Downtown Development Authority
161 W Michigan Ave, Jackson Michigan, MI 49201
Contact for questions at 517-768-6411 or aecon@cityofjackosn.org

SPECIAL EVENT APPLICATION

Application must be submitted 60 days PRIOR to event

Application Attachments

- ☐ $75 Application Fee
- ☐ $50 Late/Rush Fee (submitted post 60-day deadline)
- ☐ Insurance documentation for sponsoring organization
- ☐ Event Map –*Please indicate the location of all items*
- ☐ Liquor License & Liquor Liability Insurance (if applicable)
- ☐ Carnival Ride Permit (*if applicable*)
- ☐ Insurance documentation for all vendors (if applicable)

Make checks payable to "Downtown Development Authority"

Special Event Application Policy

Additional charges may occur if policies are broken.

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

Applicant Information

Sponsoring Organization Legal Name: DDA		
Address: 161 W Michigan		Phone: (517) 768-6410
Tax ID#:	Website: Jacksonddda.org	
Contact Name: Beth (DDA)	Phone: 517-768-6410	Email: Jacksonddda@cityofjackson.org
Contact Name: Melissa (DDA	Phone: 517-745-2222	Email: mevans@cityofjackson.org
Contact Name During Event: Melissa		Phone: (517) 745-2222

Event Information

Event Name: Hot Dogs for Charity

Event Date(s):	Set up Time:	Start Time:	End Time:	Tear Down Time:
6/28	8 am	6pm	8pm	8:15pm

Has this event occurred before? ☒ Yes, (if yes, how many previous years? 1) ☐ No

Do you expect this event to occur again next year? Yes What is the expected attendance for this event? 100-200

Type of Event (*please check all that apply*)

☐ Walk/Run ☐ Festival ☐ March/Parade ☒ Other: Hot Dog Eating Contest

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

☐ Horace Blackman Park

☐ Bucky Harris Park

☐ Ella Sharp Park *(requires Ella Sharp Board approval)*

☐ GrandRiver Farmers Market Pavilion

☐ TRUE City Square (Stage)

☐ MLK Equality Trail

☒ Other Location: Sidewalks

☒ Streets: Mechanic parking spots for stage

☐ Other Park:

Brief Description of Event

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

2nd annual Dogs for charity during our June cruise in & concert. local people eating hot dogs for a chance to win money for their local charity

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

Street Name: Streets already closed for Cruise In Cross Streets

Closure Start Date: Time: Closure End Date: Time:

Street Name: Cross Streets

Closure Start Date: Time: Closure End Date: Time:

Street Name: Cross Streets

Closure Start Date: Time: Closure End Date: Time:

Street Name: Cross Streets

Closure Start Date: Time: Closure End Date: Time:

Street Name: Cross Streets

Closure Start Date: Time: Closure End Date: Time:

Street Name: Cross Streets

Closure Start Date: Time: Closure End Date: Time:

Street Name: Cross Streets

Closure Start Date: Time: Closure End Date: Time:

City Resources Requests

Not all resources may be available at your requested site.

Please be specific and list any additional information or requests. Such requests might include assistance from the Police Department, Fire Department, Parks and Recreation Department, Public Works Department, etc. Attach additional pages, if needed.

☐ **Electrical Power:** Indicate electrical requirements:_____

Amount of electrical wattage needed:_____ Amount of plug ins: _____

Locations of where plugs are needed: _____

****All electrical lines MUST be covered to limit tripping hazards. ****

☐ **Water Needs**: Indicate water requirements:_____

Amount of water needed:_____ Locations of where water is needed: _____

☐ **Food/Vendors**: Indicate vendors requirements:_____

Amount of electrical wattage needed:_____ Amount of plug ins: _____

Locations of where plugs are needed: _____ Number of vendors: _____

☐ **Alcohol Sales**: (If yes attach liquor license and liquor liability insurance)

Start Time:_____ End Time: _____

☐ **Amusement or Carnival Rides**: If yes indicate electrical requirements:_____

Amount of electrical wattage needed:_____ Amount of plug ins: _____

Locations of where plugs are needed: _____

☐ **Fireworks**: If yes indicate electrical requirements:_____

Amount of electrical wattage needed:_____ Amount of plug ins: _____

Locations of where plugs are needed: _____

☐Traffic Cones ☒ Mobile Stage (*please circle* **15-foot** or **25-foot** *version*)

☐Other:_____

Additional Event Information

Garbage Plan: Brief description on garbage management for events with 100+ attendees.

Part of the Cruise In and concert plan.

Bathroom Plan: Brief description on bathroom(s) based on event size, duration, and services offered.

Part of the Cruise In and concerts. For all additional staff and participants there will be bathrooms avaiable inside 100 E Michigan inside Century 21 affiliated

Required Attachments for Application Processing

Insurance

Please request the following documentation from your insurance carrier.

Insurance Type	Requirements
Certificate of Liability Insurance *(MUST also be provided by all vendors)*	• Showing a liability coverage of at least $1,000,000 • Identifying "City of Jackson" & " Jackson Downtown Development Authority" as additional insured
Liquor Liability Insurance *(if needed)*	• Identifying "City of Jackson" & "Jackson Downtown Development Authority" as additional insured
XCU Fireworks Liability Insurance *(if needed; required for all fireworks displays)*	• Identifying "City of Jackson" & "Jackson Downtown Development Authority" as additional insured

☐ *I am a Level 1 Special Event (low resources), and would like to be considered for eligibility to enter a Hold Harmless Agreement with The City of Jackson in lieu of providing the above-required insurance documentation.*

Event Map *Details of all event activities MUST be included.*		
☐Route Plan	☐Emergency Vehicle Access	☐Restroom Locations
☐Vendor Locations	☐Dispersal Locations	☐Tables
☐Tent Locations	☒Trash Receptacles	☐Requested Reserved Parking
☒Assembly Locations	☐Requested Street Closures	☐Electrical Wires & Outlets

If these details change, a revised map must be provided seven days prior to event.
Revised maps cannot include any additional street use, reserved parking, or additional space reservations.

***Note:** We want to inform you that adjustments are being made to the City Special Event Application process to align with the demand for City resources and the overtime required to facilitate these events. As part of this process, we will gradually introduce limits and monetary requirements for utilizing city resources.

Special Event Application

Certification & Signature

1. I am the person with authority to act on behalf of the sponsoring organization.
2. I have submitted all required documents in support of the Special Event Application
3. A Special Event Application Fee is submitted along with this application.
4. Only the activities listed on the application will be permitted at the event. If additional activities are added, I will immediately contact the City of Jackson. I understand that the approval of my application may be withdrawn or additional action required.
5. All food vendors must be approved by the Jackson County Health Department and each food and other vendor must provide the City of Jackson with a Certificate of Insurance which names the City of Jackson and the Downtown Development Authority as additional insured parties on the policy.
6. Fire Department permit and approval is required for events including display fireworks. Extreme Close-Up (XCU) fireworks liability insurance is required for all fireworks display.
7. **The approval of this special event may include additional requirements, limitations, or fees based on the City's review of the application.**
8. If I, or my organization, fail to clean up and repair damages to the event area, my organization may be billed for City services, and that failure to clean up and repair damage will be considered for future applications.
9. As the duly authorized agent of the sponsoring organization applying for approval of the Special Event, I affirm the above understandings and agree that my sponsoring organization will comply with the terms of the written confirmation of approval and all City requirements, ordinances and other laws which apply to this Special Event.
10. By signing this Special Event Application, I declare I am 21 years of age or older.
11. If required to provide liability insurance, the sponsoring organization will add the City of Jackson and the Downtown Development Authority as additional insured parties on the sponsoring organization's liability policy.
12. On behalf of the sponsoring organization, I agree that the sponsoring organization will defend, indemnify, and hold harmless the City of Jackson, its officers, employees and agents from and against any claim, demand, suit, loss, cost or expense, or any damage, which may be asserted, claimed, or recovered against or from the City of Jackson, its officers, employees, and agent, by reason of any damage to property, bodily injury, or death, sustained by any person whomsoever, and which damage, injury, or death arises out of or is incident to or in any way connected with or related to this Special Event.
13. The City of Jackson reserves the right to waive any requirements of this policy in the interests of the health, safety, and welfare of the citizens of Jackson.

Signature: Andrea Econ

Date: 3/21/24

Office Use ONLY
Application Received: Date: Time: By:
Application Fee Received:

Application Requirements
Application MUST be submitted 60 days PRIOR to event *****NO EXCEPTIONS***** Application MUST be submitted along with all required attachments to: City of Jackson Downtown Development Authority Office 161 W Michigan Ave, 5th Floor Jackson Michigan, MI 49201 or aecon@cityofjackson.org (517) 768-6411
Prohibited Items *Additional fees may apply if policies are not followed*
No ground stakes No confetti or glitter No use of outlets without prior approval

What we are requesting

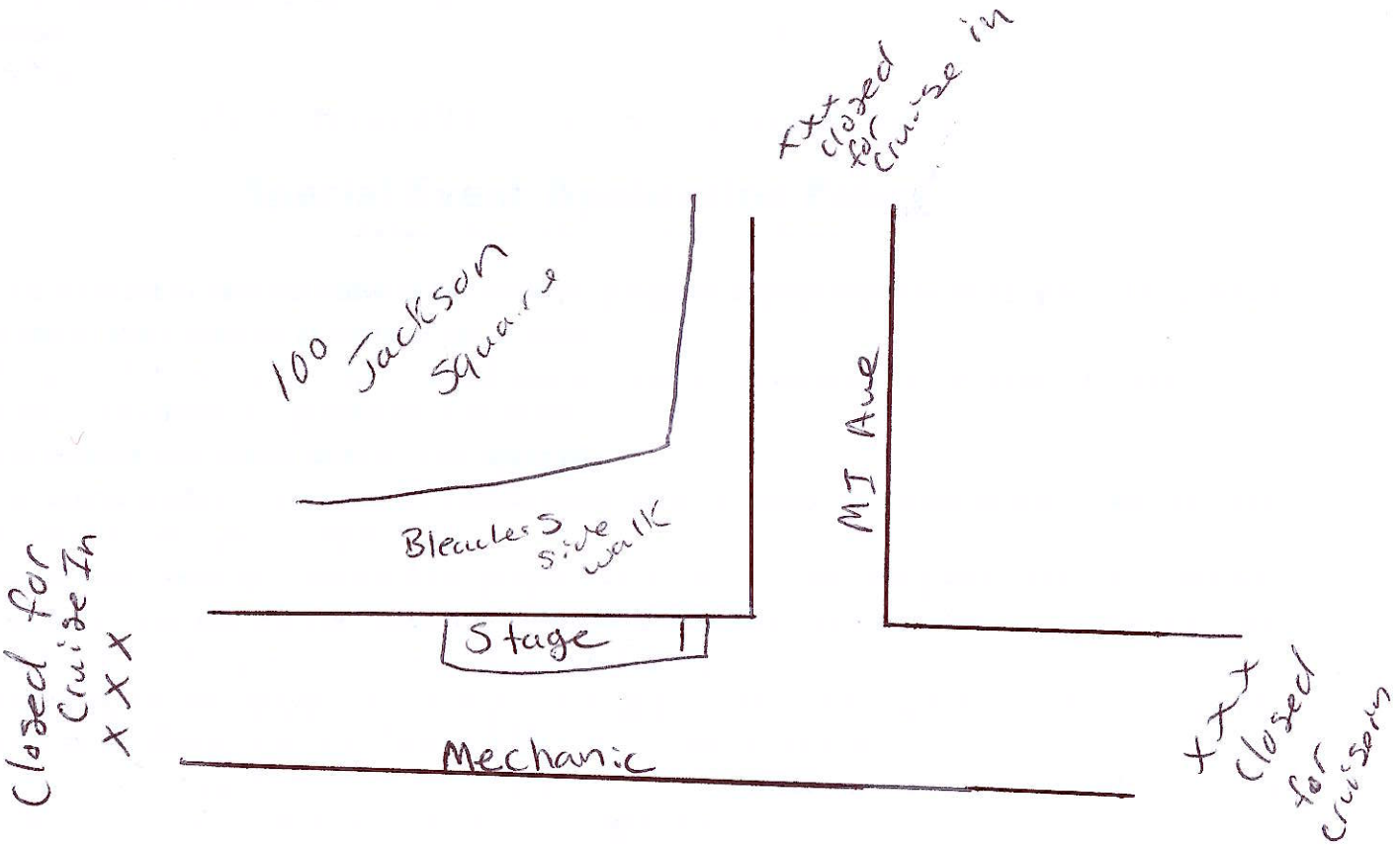
Parks and Rec:

- If we could use 2-3 bleachers to be set up in front of the stage located at Mechanic and Michigan ave (see map)
-

If it is possible could we use the generator again for this event

DPW: Stage on Wheels

will put out No Parking Night before



JACKSON
Founded 1829

MEMO TO: Mayor and City Councilmembers

FROM: Jonathan Greene, City Manager

DATE: May 14, 2024

SUBJECT: Special Event Application: Juneteenth

Recommendation:

> Approve a request from the Jackson College Department of Multicultural Affairs to host their Juneteenth event on June 15, 2024 in Horace Blackman Park, the True Community Credit Union City Square, and on the streets of downtown Jackson.

Attached is a memo and supporting paperwork from Beth Kuiper regarding the Special Event Application for the Juneteenth celebration.

I recommend approval of the special event application for the Juneteenth Celebration. Your consideration and concurrence is appreciated.

JG

JACKSON
Founded 1829

DEPARTMENTAL REPORT

MEMO TO: Jonathan Greene, City Manager

FROM: DDA Director , DDA Director

DATE: May 14, 2024

RECOMMENDATION: Approve a request from the Jackson College Department of Multicultural Affairs to host their Juneteenth event on June 15, 2024 in Horace Blackman Park, the True Community Credit Union City Square, and on the streets of downtown Jackson.

ISSUE STATEMENT

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

DEPARTMENT	APPROVAL	DENIAL	ECONOMIC IMPACT
DDA	X		$0.00
Engineering	X		$0.00
Fire	X		$0.00
Community Development	X		$0.00
Parks & Recreation	X		$0.00
Police	X		$750.00
Public Works	X		$900.00
		TOTAL	***$1,650.00***

DESCRIBE THE CONSEQUENCES

Conditions & Considerations: Road closures, trash cans, picnic tables, electricity, water

OWNERSHIP

Insurance Status: Approved dependent on receipt of proper insurance.

SOLUTION

FACILITATE IMPLEMENTATION

Approve a request from the Jackson College Department of Multicultural Affairs to host their Juneteenth event on June 15, 2024 in Horace Blackman Park, the True Community Credit Union City Square, and on the streets of downtown Jackson.

ATTACHMENTS

1. SEA---Juneteenth

City of Jackson Downtown Development Authority
161 W Michigan Ave, Jackson Michigan, MI 49201
Contact for questions at 517-768-6411 or aecon@cityofjackosn.org

SPECIAL EVENT APPLICATION

Application must be submitted 60 days PRIOR to event

Application Attachments

- ☐ $75 Application Fee
- ☐ $50 Late/Rush Fee (submitted post 60-day deadline)
- ☐ Insurance documentation for sponsoring organization
- ☐ Event Map –*Please indicate the location of all items*
- ☐ Liquor License & Liquor Liability Insurance (if applicable)
- ☐ Carnival Ride Permit (*if applicable*)
- ☐ Insurance documentation for all vendors (if applicable)

Make checks payable to "Downtown Development Authority"

Special Event Application Policy

Additional charges may occur if policies are broken.

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

Applicant Information

Sponsoring Organization Legal Name: Jackson College Multicultural Affairs		
Address: 2111 Emmons Rd. Jackson, Mi 49201		Phone: ((517-796-8470)
Tax ID#: 38-1795704	Website: www.jccmi.edu/multicultural-affairs	
Contact Name: Antoine Breedlove	Phone: 517-358-4810	Email: BreedloAntoineM@jccmi.edu
Contact Name: Victoria Snyder	Phone: (517) 6301694	Email: SnyderVictoriG@jccmi.edu
Contact Name During Event: Antoine Breedlove		Phone: (517) 358-4810

Event Information

Event Name: Juneteenth

Event Date(s):	Set up Time:	Start Time:	End Time:	Tear Down Time:
6/15/2024	8 am	2 pm	9:30 pm	9:30 pm

Has this event occurred before? ☒Yes, (if yes, how many previous years?_____ ☐No

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

Type of Event (*please check all that apply*)

☐Walk/Run ☒Festival ☐March/Parade ☐Other:_____

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

☒Horace Blackman Park

☐Bucky Harris Park

☐Ella Sharp Park *(requires Ella Sharp Board approval)*

☐GrandRiver Farmers Market Pavilion

☒TRUE City Square (Stage)

☐MLK Equality Trail

☐Other Location:_____

☒ Streets: Michigan Ave, Jackson St. & Hayes Ct. (see below)

☐Other Park:_____

Brief Description of Event

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

Juneteenth is a celebration of freedom for African Americans from Slavery in the United States. This event is for all races and celebrates all minority groups. There will be vendors, entertainment, and job/ health fairs for the community to enjoy.

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

Street Name:__Michigan Ave_____ Cross Streets __Jackson and Blackstone_____

Closure Start Date:___6/15_____ Time:___6 am____ Closure End Date:__6/15___ Time:__10:00 pm____

Street Name:__Hayes Ct_____ Cross Streets _Pearl and Michigan Ave_____ Closure Start Date:___6/15_____ Time:__6am_____ Closure End Date:____6/15___ Time:__10 pm_

Street Name:_____ Cross Streets _____

Closure Start Date:_____ Time:_____ Closure End Date:_____

Time:_____ Street Name:_____ Cross Streets _____ Closure Start Date:_____ Time:_____ Closure End Date:_____ Time:_____ Street Name:_____ Cross Streets _____ Closure Start Date:_____ Time:_____

Closure End Date:_____ Time:_____ Street Name:_____

Cross Streets _____

City Resources Requests

Not all resources may be available at your requested site.

Please be specific and list any additional information or requests. Such requests might include assistance from the Police Department, Fire Department, Parks and Recreation Department, Public Works Department, etc. Attach additional pages, if needed.

☒ **Electrical Power:** Indicate electrical requirements: Big power box by JSO and spider boxes for inground power @ Horace Blackmam
Amount of electrical wattage needed: _____ Amount of plug ins: 4-8
Locations of where plugs are needed: _____
****All electrical lines MUST be covered to limit tripping hazards. ****

☒ **Water Needs**: Indicate water requirements: 2 one at Hayes& Michigan and one at Jackson and Michigan
Amount of water needed: 2 Locations of where water is needed: _____

☒ **Food/Vendors**: Indicate vendors requirements: 2-4 Food Trucks and 2-4 Food Vendors
Amount of electrical wattage needed: _____ Amount of plug ins: 4-8
Locations of where plugs are needed: _____ Number of vendors: _____

☐ **Alcohol Sales**: (If yes attach liquor license and liquor liability insurance)
Start Time: _____ End Time: _____

☐ **Amusement or Carnival Rides**: If yes indicate electrical requirements: _____
Amount of electrical wattage needed: _____ Amount of plug ins: _____
Locations of where plugs are needed: _____

☐ **Fireworks**: If yes indicate electrical requirements: _____
Amount of electrical wattage needed: _____ Amount of plug ins: _____
Locations of where plugs are needed: _____

☒Traffic Cones 5-10 ☐ Mobile Stage (*please circle* **15-foot** or **25-foot** *version*)

☒Other: Picnic tables from parks dept. please

City Sponsered Event

Additional Event Information

Garbage Plan: Brief description on garbage management for events with 100+ attendees.
Parks and Rec will provided extra trash cans and clean up along the same line as previouse years

Bathroom Plan: Brief description on bathroom(s) based on event size, duration, and services offered.
Portable bathrooms and hand washing station

Required Attachments for Application Processing

Insurance

Please request the following documentation from your insurance carrier.

Insurance Type	Requirements
Certificate of Liability Insurance *(MUST also be provided by all vendors)*	• Showing a liability coverage of at least $1,000,000 • Identifying "City of Jackson" & " Jackson Downtown Development Authority" as additional insured
Liquor Liability Insurance *(if needed)*	• Identifying "City of Jackson" & "Jackson Downtown Development Authority" as additional insured
XCU Fireworks Liability Insurance *(if needed; required for all fireworks displays)*	• Identifying "City of Jackson" & "Jackson Downtown Development Authority" as additional insured

☐ *I am a Level 1 Special Event (low resources), and would like to be considered for eligibility to enter a Hold Harmless Agreement with The City of Jackson in lieu of providing the above-required insurance documentation.*

Event Map *Details of all event activities MUST be included.*		
☐Route Plan	☐Emergency Vehicle Access	☒Restroom Locations
☒Vendor Locations	☐Dispersal Locations	☒Tables
☐Tent Locations	☒Trash Receptacles	☐Requested Reserved Parking
☐Assembly Locations	☒Requested Street Closures	☒Electrical Wires & Outlets

If these details change, a revised map must be provided seven days prior to event.
Revised maps cannot include any additional street use, reserved parking, or additional space reservations.

***Note:** We want to inform you that adjustments are being made to the City Special Event Application process to align with the demand for City resources and the overtime required to facilitate these events. As part of this process, we will gradually introduce limits and monetary requirements for utilizing city resources.

Special Event Application

Certification & Signature

1. I am the person with authority to act on behalf of the sponsoring organization.
2. I have submitted all required documents in support of the Special Event Application
3. A Special Event Application Fee is submitted along with this application.
4. Only the activities listed on the application will be permitted at the event. If additional activities are added, I will immediately contact the City of Jackson. I understand that the approval of my application may be withdrawn or additional action required.
5. All food vendors must be approved by the Jackson County Health Department and each food and other vendor must provide the City of Jackson with a Certificate of Insurance which names the City of Jackson and the Downtown Development Authority as additional insured parties on the policy.
6. Fire Department permit and approval is required for events including display fireworks. Extreme Close-Up (XCU) fireworks liability insurance is required for all fireworks display.
7. **The approval of this special event may include additional requirements, limitations, or fees based on the City's review of the application.**
8. If I, or my organization, fail to clean up and repair damages to the event area, my organization may be billed for City services, and that failure to clean up and repair damage will be considered for future applications.
9. As the duly authorized agent of the sponsoring organization applying for approval of the Special Event, I affirm the above understandings and agree that my sponsoring organization will comply with the terms of the written confirmation of approval and all City requirements, ordinances and other laws which apply to this Special Event.
10. By signing this Special Event Application, I declare I am 21 years of age or older.
11. If required to provide liability insurance, the sponsoring organization will add the City of Jackson and the Downtown Development Authority as additional insured parties on the sponsoring organization's liability policy.
12. On behalf of the sponsoring organization, I agree that the sponsoring organization will defend, indemnify, and hold harmless the City of Jackson, its officers, employees and agents from and against any claim, demand, suit, loss, cost or expense, or any damage, which may be asserted, claimed, or recovered against or from the City of Jackson, its officers, employees, and agent, by reason of any damage to property, bodily injury, or death, sustained by any person whomsoever, and which damage, injury, or death arises out of or is incident to or in any way connected with or related to this Special Event.
13. The City of Jackson reserves the right to waive any requirements of this policy in the interests of the health, safety, and welfare of the citizens of Jackson.

Signature: X Antoine Breedlove _____

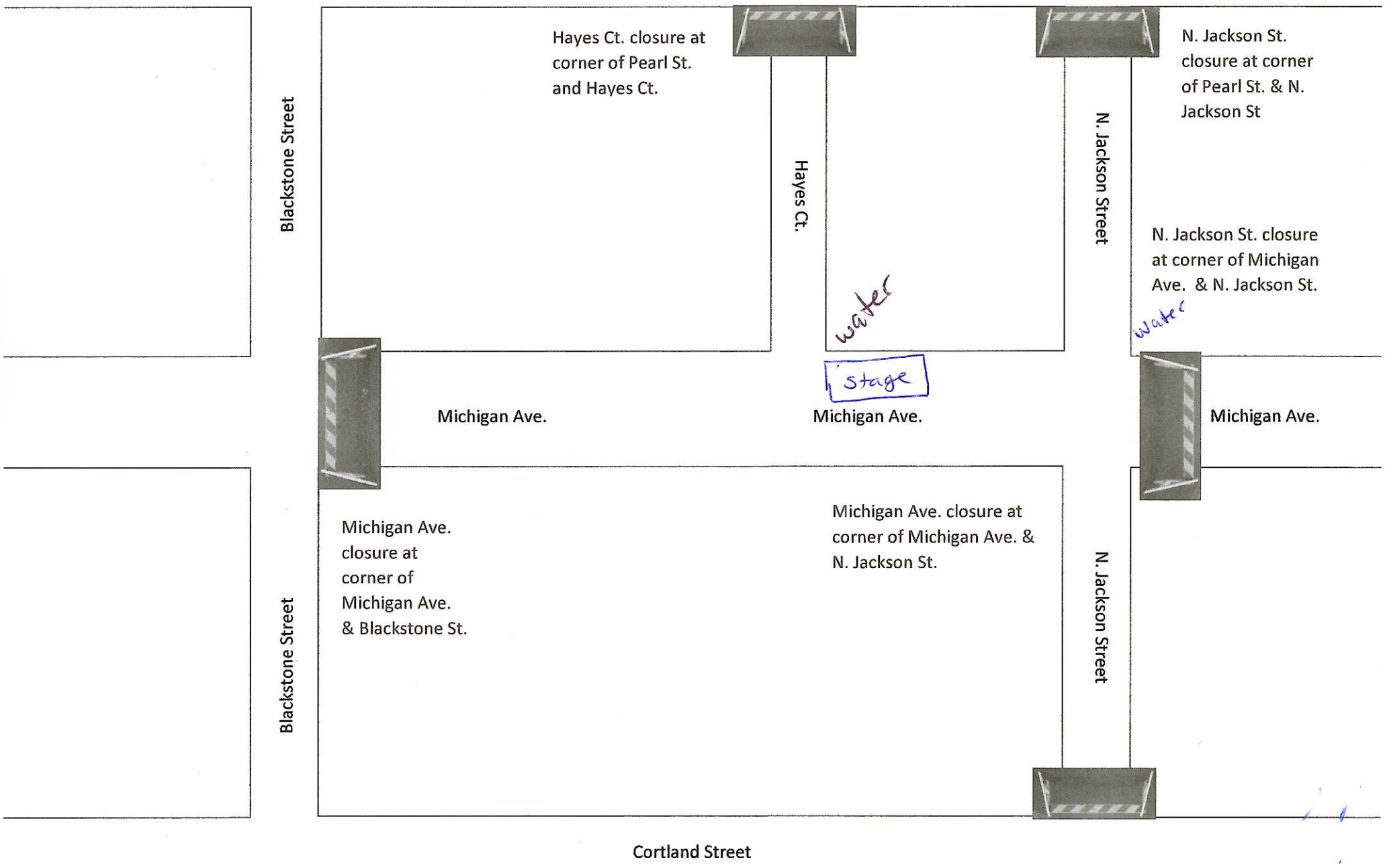
Date: __2/15/2024_____

Office Use ONLY
Application Received: Date: A.E 2/15/24
By: Application Fee Received:

Application Requirements
Application MUST be submitted 60 days PRIOR to event *****NO EXCEPTIONS***** Application MUST be submitted along with all required attachments to: City of Jackson Downtown Development Authority Office 161 W Michigan Ave, 5th Floor Jackson Michigan, MI 49201 or aecon@cityofjackson.org (517) 768-6411
Prohibited Items *Additional fees may apply if policies are not followed*
No ground stakes No confetti or glitter No use of outlets without prior approval

JUNETEENTH CELEBRATION

Street closures sent to DDA



JACKSON
Founded 1829

MEMO TO: Mayor and City Councilmembers

FROM: Jonathan Greene, City Manager

DATE: May 14, 2024

SUBJECT: Special Event Application: Pints and Pistons

Recommendation:

Approve a request from Grand River Brewery to host their Pints and Pistons event on May 24 and 25, 2024 at the Grand River Pavilion in downtown Jackson.

Attached is a memo and supporting paperwork from Beth Kuiper regarding the Special Event Application for Pints and Pistons.

I recommend approval of the special event application for the Pints and Pistons. Your consideration and concurrence is appreciated.

JG

JACKSON
Founded 1829

DEPARTMENTAL REPORT

MEMO TO: Jonathan Greene, City Manager

FROM: DDA Director , DDA Director

DATE: May 14, 2024

RECOMMENDATION: Approve a request from Grand River Brewery to host their Pints and Pistons event on May 24 and 25, 2024 at the Grand River Pavilion in downtown Jackson.

ISSUE STATEMENT

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

DEPARTMENT	APPROVAL	DENIAL	ECONOMIC IMPACT
DDA	X		$0.00
Engineering	X		$0.00
Fire	X		$0.00
Community Development	X		$0.00
Parks & Recreation	X		$0.00
Police	X		$0.00
Public Works	X		$0.00
		TOTAL	***$0.00***

DESCRIBE THE CONSEQUENCES

Conditions & Considerations: Use of the Grand River Pavilion.

OWNERSHIP

This insurance is on file with the City Attorney and the Downtown Development Authority.

SOLUTION

FACILITATE IMPLEMENTATION

Approve a request from Grand River Brewery to host their Pints and Pistons event on May 24 and 25, 2024 at the Grand River Pavilion in downtown Jackson.

ATTACHMENTS

1. SEA--Pints & Pistons

JACKSON
Founded 1829

City of Jackson Downtown Development Authority
161 W Michigan Ave, Jackson Michigan, MI 49201
Contact for questions at 517-768-6411 or aecon@cityofjackosn.org

SPECIAL EVENT APPLICATION

Application must be submitted 60 days PRIOR to event

Application Attachments

- ☑ $75 Application Fee
- ☐ $50 Late/Rush Fee (submitted post 60-day deadline)
- ☐ Insurance documentation for sponsoring organization
- ☐ Event Map –*Please indicate the location of all items*
- ☐ Liquor License & Liquor Liability Insurance (if applicable)
- ☐ Carnival Ride Permit (*if applicable*)
- ☐ Insurance documentation for all vendors (if applicable)

Make checks payable to "Downtown Development Authority"

Special Event Application Policy

Additional charges may occur if policies are broken.

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

Applicant Information

Sponsoring Organization Legal Name: Grand River Brewery		
Address: 117 W Louis Glick Hwy		Phone: ( )
Tax ID#: 48-1275623	Website: www.grandriverbrewery.com	
Contact Name: Bryce Davenport	Phone: 734-882-8056	Email: Bryce@grandriverbrewery.com
Contact Name:	Phone:	Email:
Contact Name During Event: Bryce Davenport		Phone: (734) 882-8056

Event Information

Event Name: Patio Party Bike Parking

Event Date(s):	Set-up Time:	Start Time:	End Time:	Tear Down Time:
May 24 & 25	3:00	4:00	9:30	10:00

Event Name: Pistons & Pints

Has this event occurred before? ☐Yes, (if yes, how many previous years?_____ ☐No

Do you expect this event to occur again next year? YES What is the expected attendance for this event? 300-500

Type of Event (*please check all that apply*)

☐Walk/Run ☐Festival ☐March/Parade ☑Other: RIDES / PISTONS

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

☐Horace Blackman Park

☐Bucky Harris Park

☐Ella Sharp Park *(requires Ella Sharp Board approval)*

☑GrandRiver Farmers Market Pavilion

☐TRUE City Square (Stage)

☐MLK Equality Trail

☐Other Location:_____

☐ Streets:_____

☐Other Park:_____

Brief Description of Event

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

RIDES / PISTONS WILL BE VINTAGE MOTORCYCLES LINED UP UNDER THE PAVILLION TO SHOWCASE THEM TO ANYONE / EVERYONE THAT WANTS TO SEE THEM.

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

Street Name:_____ Cross Streets _____

Closure Start Date:_____ Time:_____ Closure End Date:_____ Time:_____

Street Name:_____ Cross Streets _____

Closure Start Date:_____ Time:_____ Closure End Date:_____ Time:_____

Street Name:_____ Cross Streets _____

Closure Start Date:_____ Time:_____ Closure End Date:_____ Time:_____

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Street Name:_____ Cross Streets _____

Closure Start Date:_____ Time:_____ Closure End Date:_____ Time:_____

City Resources Requests

Not all resources may be available at your requested site.

Please be specific and list any additional information or requests. Such requests might include assistance from the Police Department, Fire Department, Parks and Recreation Department, Public Works Department, etc. Attach additional pages, if needed.

☐ **Electrical Power:** Indicate electrical requirements:_____
Amount of electrical wattage needed:_____ Amount of plug ins: _____
Locations of where plugs are needed: _____
****All electrical lines MUST be covered to limit tripping hazards. ****

☐ **Water Needs**: Indicate water requirements:_____
Amount of water needed:_____ Locations of where water is needed: _____

☐ **Food/Vendors**: Indicate vendors requirements:_____
Amount of electrical wattage needed:_____ Amount of plug ins: _____
Locations of where plugs are needed: _____ Number of vendors: _____

☐ **Alcohol Sales**: (If yes attach liquor license and liquor liability insurance)
Start Time:_____ End Time: _____

☐ **Amusement or Carnival Rides**: If yes indicate electrical requirements:_____
Amount of electrical wattage needed:_____ Amount of plug ins: _____
Locations of where plugs are needed: _____

☐ **Fireworks**: If yes indicate electrical requirements:_____
Amount of electrical wattage needed:_____ Amount of plug ins: _____
Locations of where plugs are needed: _____

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

☐Other:_____

Additional Event Information

Garbage Plan: Brief description on garbage management for events with 100+ attendees.

GRAND RIVER BREWERY WILL BE OPEN FOR BUSINESS SO THOSE TRASH RECEPTACLES CAN BE USED.

Bathroom Plan: Brief description on bathroom(s) based on event size, duration, and services offered.

SAME AS ABOVE

Required Attachments for Application Processing

Insurance

Please request the following documentation from your insurance carrier.

Insurance Type	Requirements
Certificate of Liability Insurance *(MUST also be provided by all vendors)*	• Showing a liability coverage of at least $1,000,000 • Identifying "City of Jackson" & " Jackson Downtown Development Authority" as additional insured
Liquor Liability Insurance *(if needed)*	• Identifying "City of Jackson" & "Jackson Downtown Development Authority" as additional insured
XCU Fireworks Liability Insurance *(if needed; required for all fireworks displays)*	• Identifying "City of Jackson" & "Jackson Downtown Development Authority" as additional insured

☐ *I am a Level 1 Special Event (low resources), and would like to be considered for eligibility to enter a Hold Harmless Agreement with The City of Jackson in lieu of providing the above-required insurance documentation.*

Event Map *Details of all event activities MUST be included.*		
☐Route Plan	☐Emergency Vehicle Access	☐Restroom Locations
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☐Tent Locations	☐Trash Receptacles	☐Requested Reserved Parking
☐Assembly Locations	☐Requested Street Closures	☐Electrical Wires & Outlets

If these details change, a revised map must be provided seven days prior to event.
Revised maps cannot include any additional street use, reserved parking, or additional space reservations.

***Note:** We want to inform you that adjustments are being made to the City Special Event Application process to align with the demand for City resources and the overtime required to facilitate these events. As part of this process, we will gradually introduce limits and monetary requirements for utilizing city resources.

Special Event Application

Certification & Signature

1. I am the person with authority to act on behalf of the sponsoring organization.
2. I have submitted all required documents in support of the Special Event Application
3. A Special Event Application Fee is submitted along with this application.
4. Only the activities listed on the application will be permitted at the event. If additional activities are added, I will immediately contact the City of Jackson. I understand that the approval of my application may be withdrawn or additional action required.
5. All food vendors must be approved by the Jackson County Health Department and each food and other vendor must provide the City of Jackson with a Certificate of Insurance which names the City of Jackson and the Downtown Development Authority as additional insured parties on the policy.
6. Fire Department permit and approval is required for events including display fireworks. Extreme Close-Up (XCU) fireworks liability insurance is required for all fireworks display.
7. **The approval of this special event may include additional requirements, limitations, or fees based on the City's review of the application.**
8. If I, or my organization, fail to clean up and repair damages to the event area, my organization may be billed for City services, and that failure to clean up and repair damage will be considered for future applications.
9. As the duly authorized agent of the sponsoring organization applying for approval of the Special Event, I affirm the above understandings and agree that my sponsoring organization will comply with the terms of the written confirmation of approval and all City requirements, ordinances and other laws which apply to this Special Event.
10. By signing this Special Event Application, I declare I am 21 years of age or older.
11. If required to provide liability insurance, the sponsoring organization will add the City of Jackson and the Downtown Development Authority as additional insured parties on the sponsoring organization's liability policy.
12. On behalf of the sponsoring organization, I agree that the sponsoring organization will defend, indemnify, and hold harmless the City of Jackson, its officers, employees and agents from and against any claim, demand, suit, loss, cost or expense, or any damage, which may be asserted, claimed, or recovered against or from the City of Jackson, its officers, employees, and agent, by reason of any damage to property, bodily injury, or death, sustained by any person whomsoever, and which damage, injury, or death arises out of or is incident to or in any way connected with or related to this Special Event.
13. The City of Jackson reserves the right to waive any requirements of this policy in the interests of the health, safety, and welfare of the citizens of Jackson.

Signature: _____

Date: 04/09/2024

Office Use ONLY
Application Received: Date: Time: A.S. 4/9 By:
Application Fee Received:

Application Requirements
Application MUST be submitted 60 days PRIOR to event ***NO EXCEPTIONS***
Application MUST be submitted along with all required attachments to: City of Jackson Downtown Development Authority Office 161 W Michigan Ave, 5th Floor Jackson Michigan, MI 49201 or aecon@cityofjackson.org (517) 768-6411
Prohibited Items *Additional fees may apply if policies are not followed*
No ground stakes No confetti or glitter No use of outlets without prior approval

CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY): 04/03/2024

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must have ADDITIONAL INSURED provisions or be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER	CONTACT NAME: Andrea Masters	
Walton Insurance Group 2929 Spring Arbor Rd. P.O. Box 3029 Jackson MI 49204	PHONE (A/C, No, Ext): (517) 787-2600	FAX (A/C, No): (517) 787-3857
	E-MAIL ADDRESS: amasters@waltoninsurancegroup.com	

INSURED	INSURER(S) AFFORDING COVERAGE	NAIC #
Veritas Vineyard, LLC, DBA: Grand River Brewery 323 S Cooper St Jackson 49201-2343	INSURER A: Home-Owners Insurance Company	26638
	INSURER B: Auto Owners Insurance Company	18988
	INSURER C: Everspan Indemnity Insurance Company	16882
	INSURER D:	
	INSURER E:	
	INSURER F:	

COVERAGES **CERTIFICATE NUMBER:** 24-25 Master **REVISION NUMBER:**

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS	
A	[X] COMMERCIAL GENERAL LIABILITY [ ] CLAIMS-MADE [X] OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: [X] POLICY [ ] PRO-JECT [ ] LOC [ ] OTHER:	Y		06195522	05/01/2024	05/01/2025	EACH OCCURRENCE	$ 1,000,000
							DAMAGE TO RENTED PREMISES (Ea occurrence)	$ 300,000
							MED EXP (Any one person)	$ 10,000
							PERSONAL & ADV INJURY	$ 1,000,000
							GENERAL AGGREGATE	$ 2,000,000
							PRODUCTS - COMP/OP AGG	$ 2,000,000
							Hired/Non-Owned Auto	$ 1,000,000
B	AUTOMOBILE LIABILITY [X] ANY AUTO [ ] OWNED AUTOS ONLY [X] SCHEDULED AUTOS [X] HIRED AUTOS ONLY [X] NON-OWNED AUTOS ONLY [X] 19			4463255502	05/01/2024	05/01/2025	COMBINED SINGLE LIMIT (Ea accident)	$ 1,000,000
							BODILY INJURY (Per person)	$
							BODILY INJURY (Per accident)	$
							PROPERTY DAMAGE (Per accident)	$
							Uninsured motorist	$ 1,000,000
	[ ] UMBRELLA LIAB [ ] OCCUR [ ] EXCESS LIAB [ ] CLAIMS-MADE [ ] DED [ ] RETENTION $						EACH OCCURRENCE	$
							AGGREGATE	$
								$
	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY Y/N ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? [ ] (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below	N/A					[ ] PER STATUTE [ ] OTH-ER	
							E.L. EACH ACCIDENT	$
							E.L. DISEASE - EA EMPLOYEE	$
							E.L. DISEASE - POLICY LIMIT	$
C	Liquor Liability			CE1ELL-00188	05/01/2024	05/01/2025	Limit Per Occurrence	$1,000,000
							Aggregate Limit	$1,000,000

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

RE: 2024 Farmers Market

The City of Jackson, the Downtown Development Authority and the Grand River Farmers Market are included as additional insured with respects to the liability of the named insured.

CERTIFICATE HOLDER

City of Jackson
161 W Michigan Ave
Jackson MI 49201

CANCELLATION

SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.

AUTHORIZED REPRESENTATIVE

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CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY): 04/03/2024

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

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PRODUCER	CONTACT NAME: Andrea Masters	
Walton Insurance Group 2929 Spring Arbor Rd. P.O. Box 3029 Jackson MI 49204	PHONE (A/C, No, Ext): (517) 796-6216	FAX (A/C, No): (517) 796-6216
	E-MAIL ADDRESS: amasters@waltoninsurancegroup.com	

INSURER(S) AFFORDING COVERAGE	NAIC #
INSURER A : Home-Owners Insurance Company	26638
INSURER B : Auto Owners Insurance Company	18988
INSURER C : Centrex Underwriters	52524
INSURER D :	
INSURER E :	
INSURER F :	

INSURED
Veritas Vineyard, LLC,
dba Grand River Brewery
323 S Cooper St
Jackson 49201-2343

COVERAGES **CERTIFICATE NUMBER:** 23-24 Master **REVISION NUMBER:**

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS	
A	[X] COMMERCIAL GENERAL LIABILITY [ ] CLAIMS-MADE [X] OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: [X] POLICY [ ] PRO-JECT [ ] LOC [ ] OTHER:	Y		06195522-23	05/01/2023	05/01/2024	EACH OCCURRENCE DAMAGE TO RENTED PREMISES (Ea occurrence) MED EXP (Any one person) PERSONAL & ADV INJURY GENERAL AGGREGATE PRODUCTS - COMP/OP AGG Hired/Non-Owned Auto	$ 1,000,000 $ 300,000 $ 10,000 $ 1,000,000 $ 2,000,000 $ 2,000,000 $ 1,000,000
B	AUTOMOBILE LIABILITY [ ] ANY AUTO [ ] OWNED AUTOS ONLY [X] SCHEDULED AUTOS [X] HIRED AUTOS ONLY [X] NON-OWNED AUTOS ONLY			4463255502	05/01/2023	05/01/2024	COMBINED SINGLE LIMIT (Ea accident) BODILY INJURY (Per person) BODILY INJURY (Per accident) PROPERTY DAMAGE (Per accident) Uninsured motorist	$ 1,000,000 $ $ $ $ 1,000,000
	[ ] UMBRELLA LIAB [ ] OCCUR [ ] EXCESS LIAB [ ] CLAIMS-MADE [ ] DED [ ] RETENTION $						EACH OCCURRENCE AGGREGATE	$ $ $
	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY Y/N ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? [ ] (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below	N/A					[ ] PER STATUTE [ ] OTH-ER E.L. EACH ACCIDENT E.L. DISEASE - EA EMPLOYEE E.L. DISEASE - POLICY LIMIT	 $ $ $
C	Liquor Liability			CE1EII-001889-01	05/01/2023	05/01/2024	Limit Aggregate	1,000,000 1,000,000

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

RE: 2024 Farmers Market

The City of Jackson, the Downtown Development Authority and the Grand River Farmers Market are included as additional insured with respects to the liability of the named insured.

CERTIFICATE HOLDER

City of Jackson
161 W Michigan Ave
Jackson MI 49201

CANCELLATION

SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.

AUTHORIZED REPRESENTATIVE

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JACKSON
Founded 1829

MEMO TO: Mayor and City Councilmembers

FROM: Jonathan Greene, City Manager

DATE: May 14, 2024

SUBJECT: Special Event Application: Jackson Interfaith Shelter Summer Event

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Recommendation:

Approve a request from the Jackson Interfaith Shelter to host their Summer Event on May 14, 2024 on the streets of Jackson.

Attached is a memo and supporting paperwork from Beth Kuiper regarding the Special Event Application for the Jackson Interfaith Shelter Summer Event.

I recommend approval of the Jackson Interfaith Shelter Summer Event. Your consideration and concurrence is appreciated.

JG

JACKSON
Founded 1829

DEPARTMENTAL REPORT

MEMO TO: Jonathan Greene, City Manager

FROM: DDA Director , DDA Director

DATE: May 14, 2024

RECOMMENDATION: Approve a request from the Jackson Interfaith Shelter to host their Summer Event on August 3, 2024 on the streets of Jackson.

ISSUE STATEMENT

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

DEPARTMENT	APPROVAL	DENIAL	ECONOMIC IMPACT
DDA	X		$0.00
Engineering	X		$0.00
Fire	X		$0.00
Community Development	X		$0.00
Parks & Recreation	X		$0.00
Police	X		$0.00
Public Works	X		$400.00
		TOTAL	***$400.00***

DESCRIBE THE CONSEQUENCES

Conditions & Considerations: Road closures

OWNERSHIP

Insurance Status: Current and on-file with the Downtown Development Authority and the office of the City Attorney

SOLUTION

FACILITATE IMPLEMENTATION

Approve a request from the Jackson Interfaith Shelter to host their Summer Event on August 3, 2024 on the streets of Jackson.

ATTACHMENTS

1. SEA--Interfaith Shelter Block Party

JACKSON
Founded 1829

City of Jackson Downtown Development Authority
161 W Michigan Ave, Jackson Michigan, MI 49201
Contact for questions at 517-768-6411 or aecon@cityofjackosn.org

SPECIAL EVENT APPLICATION

Application must be submitted 60 days PRIOR to event

Application Attachments

- ☒ $75 Application Fee
- ☐ $50 Late/Rush Fee (submitted post 60-day deadline)
- ☒ Insurance documentation for sponsoring organization
- ☒ Event Map –*Please indicate the location of all items*
- ☐ Liquor License & Liquor Liability Insurance (if applicable)
- ☐ Carnival Ride Permit (*if applicable*)
- ☐ Insurance documentation for all vendors (if applicable)

Make checks payable to "Downtown Development Authority"

Special Event Application Policy

Additional charges may occur if policies are broken.

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

Applicant Information

Sponsoring Organization Legal Name: Jackson Interfaith Shelter		
Address: 414 S Blackstone St, Jackson MI 49201		Phone: (517) 789-8735
Tax ID#: 38-2117378	Website: www.interfaithshelter.com	
Contact Name: Bekah Zraik	Phone: (517) 798-8735 x8	Email: bekah@interfaithshelter.com
Contact Name: Steve Castle	Phone: (517) 789-8735 x9	Email: steve@interfaithshelter.com
Contact Name During Event: Bekah Zraik		Phone: (810) 348-4896

Event Information

Event Name: Jackson Interfaith Shelter Block Party

Event Date(s):	Set up Time:	Start Time:	End Time:	Tear Down Time:
8/3/2024	8:00 AM	11:00 AM	2:00 PM	2:00 PM

Has this event occurred before? ☒Yes, (if yes, how many previous years? Three ☐No

Do you expect this event to occur again next year? Yes What is the expected attendance for this event? 500-750

Type of Event (*please check all that apply*)

☐Walk/Run ☒Festival ☐March/Parade ☐Other:

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

☐Horace Blackman Park

☐Bucky Harris Park

☐Ella Sharp Park *(requires Ella Sharp Board approval)*

☐GrandRiver Farmers Market Pavilion

☐TRUE City Square (Stage)

☐MLK Equality Trail

☒Other Location: Jackson Interfaith Shelter Parking Lot

☒ Streets: Franklin St. from Blackstone to the first alley after our parking lot

☐Other Park:

Brief Description of Event

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

The Jackson Interfaith Shelter is hosting its fourth-annual Block Party on Saturday, August 3 from 11am – 2pm, as a way to celebrate this community, its people and the transformative experience that takes place at the shelter. This free event includes lunch, live music, lawn games, inflatables, and other family fun. Everyone is invited – we hope you'll join us!

See additional street closure detail attached.

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

Street Name: Franklin St. Cross Streets Blackstone Alley - see map

Closure Start Date: 8/3/24 Time: 9:00 AM Closure End Date: 8/3/24 Time: 3:00 PM

Street Name: Cross Streets

Closure Start Date: Time: Closure End Date: Time:

Street Name: Cross Streets

Closure Start Date: Time: Closure End Date: Time:

Street Name: Cross Streets

Closure Start Date: Time: Closure End Date: Time:

Street Name: Cross Streets

Closure Start Date: Time: Closure End Date: Time:

Street Name: Cross Streets

Closure Start Date: Time: Closure End Date: Time:

Street Name: Cross Streets

Closure Start Date: Time: Closure End Date: Time:

City Resources Requests

Not all resources may be available at your requested site.

Please be specific and list any additional information or requests. Such requests might include assistance from the Police Department, Fire Department, Parks and Recreation Department, Public Works Department, etc. Attach additional pages, if needed.

☐ **Electrical Power:** Indicate electrical requirements:_____

Amount of electrical wattage needed:_____ Amount of plug ins: _____

Locations of where plugs are needed: _____

****All electrical lines MUST be covered to limit tripping hazards. ****

☐ **Water Needs**: Indicate water requirements:_____

Amount of water needed:_____ Locations of where water is needed: _____

☐ **Food/Vendors**: Indicate vendors requirements:_____

Amount of electrical wattage needed:_____ Amount of plug ins: _____

Locations of where plugs are needed: _____ Number of vendors: _____

☐ **Alcohol Sales**: (If yes attach liquor license and liquor liability insurance)

Start Time:_____ End Time: _____

☐ **Amusement or Carnival Rides**: If yes indicate electrical requirements:_____

Amount of electrical wattage needed:_____ Amount of plug ins: _____

Locations of where plugs are needed: _____

☐ **Fireworks**: If yes indicate electrical requirements:_____

Amount of electrical wattage needed:_____ Amount of plug ins: _____

Locations of where plugs are needed: _____

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

☐Other:_____

Additional Event Information

Garbage Plan: Brief description on garbage management for events with 100+ attendees.

We have plenty of large garbage cans from inside the shelter that will brought out for the event. Event staff will be monitoring the garbage and taking full bags to our dumpster as needed.

Bathroom Plan: Brief description on bathroom(s) based on event size, duration, and services offered.

We have multiple bathrooms inside the shelter that will be available for guests as needed.

Required Attachments for Application Processing

Insurance

Please request the following documentation from your insurance carrier.

Insurance Type	Requirements
Certificate of Liability Insurance *(MUST also be provided by all vendors)*	• Showing a liability coverage of at least $1,000,000 • Identifying "City of Jackson" & " Jackson Downtown Development Authority" as additional insured
Liquor Liability Insurance *(if needed)*	• Identifying "City of Jackson" & "Jackson Downtown Development Authority" as additional insured
XCU Fireworks Liability Insurance *(if needed; required for all fireworks displays)*	• Identifying "City of Jackson" & "Jackson Downtown Development Authority" as additional insured

☐ *I am a Level 1 Special Event (low resources), and would like to be considered for eligibility to enter a Hold Harmless Agreement with The City of Jackson in lieu of providing the above-required insurance documentation.*

Event Map *Details of all event activities MUST be included.*		
☐Route Plan	☐Emergency Vehicle Access	☐Restroom Locations
☐Vendor Locations	☐Dispersal Locations	☐Tables
☐Tent Locations	☐Trash Receptacles	☐Requested Reserved Parking
☐Assembly Locations	☐Requested Street Closures	☐Electrical Wires & Outlets

If these details change, a revised map must be provided seven days prior to event.
Revised maps cannot include any additional street use, reserved parking, or additional space reservations.

***Note:** We want to inform you that adjustments are being made to the City Special Event Application process to align with the demand for City resources and the overtime required to facilitate these events. As part of this process, we will gradually introduce limits and monetary requirements for utilizing city resources.

Special Event Application

Certification & Signature

1. I am the person with authority to act on behalf of the sponsoring organization.
2. I have submitted all required documents in support of the Special Event Application
3. A Special Event Application Fee is submitted along with this application.
4. Only the activities listed on the application will be permitted at the event. If additional activities are added, I will immediately contact the City of Jackson. I understand that the approval of my application may be withdrawn or additional action required.
5. All food vendors must be approved by the Jackson County Health Department and each food and other vendor must provide the City of Jackson with a Certificate of Insurance which names the City of Jackson and the Downtown Development Authority as additional insured parties on the policy.
6. Fire Department permit and approval is required for events including display fireworks. Extreme Close-Up (XCU) fireworks liability insurance is required for all fireworks display.
7. **The approval of this special event may include additional requirements, limitations, or fees based on the City's review of the application.**
8. If I, or my organization, fail to clean up and repair damages to the event area, my organization may be billed for City services, and that failure to clean up and repair damage will be considered for future applications.
9. As the duly authorized agent of the sponsoring organization applying for approval of the Special Event, I affirm the above understandings and agree that my sponsoring organization will comply with the terms of the written confirmation of approval and all City requirements, ordinances and other laws which apply to this Special Event.
10. By signing this Special Event Application, I declare I am 21 years of age or older.
11. If required to provide liability insurance, the sponsoring organization will add the City of Jackson and the Downtown Development Authority as additional insured parties on the sponsoring organization's liability policy.
12. On behalf of the sponsoring organization, I agree that the sponsoring organization will defend, indemnify, and hold harmless the City of Jackson, its officers, employees and agents from and against any claim, demand, suit, loss, cost or expense, or any damage, which may be asserted, claimed, or recovered against or from the City of Jackson, its officers, employees, and agent, by reason of any damage to property, bodily injury, or death, sustained by any person whomsoever, and which damage, injury, or death arises out of or is incident to or in any way connected with or related to this Special Event.
13. The City of Jackson reserves the right to waive any requirements of this policy in the interests of the health, safety, and welfare of the citizens of Jackson.

Signature: _____

Date: 2/20/2024

Office Use ONLY	
Application Received:	
Date:	
Time:	A.E. 2/20
By:	
Application Fee Received:	Y

Application Requirements

Application MUST be submitted 60 days PRIOR to event

*****NO EXCEPTIONS*****

Application MUST be submitted along with all required attachments to:
City of Jackson
Downtown Development Authority Office
161 W Michigan Ave, 5th Floor
Jackson Michigan, MI 49201 or
aecon@cityofjackson.org
(517) 768-6411

Prohibited Items

Additional fees may apply if policies are not followed

No ground stakes
No confetti or glitter
No use of outlets without prior approval

Street Barricade Information:

- We would be happy to pick up/drop off the barricades and place them ourselves, like was done last year.
- The requested barrier location is on Franklin St., from Blackstone St. to the alley at the end of our parking lot. However, the last two years the barricade was extended down to Jackson St. If that was allowed again this year, it would be helpful in increasing safety for the hundreds of families who will be attending this event.
- Jackson Police Department is on board to once again to be present with police vehicles, converse with the community, partake in the lawn games, etc.

CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY): 02/12/2024

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

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PRODUCER Richmond Agency, Inc. 833 Laurence Ave Jackson MI 49202	**CONTACT NAME:** Ashly L. Cutler **PHONE (A/C, No, Ext):** 517-788-9130 **FAX (A/C, No):** 517-788-8036 **E-MAIL ADDRESS:** acutler@richmondagency.com
INSURED Jackson Inter Faith Shelter Inc. 414 S. Blackstone Jackson MI 49201	**INSURER(S) AFFORDING COVERAGE** — **NAIC #** **INSURER A:** West Bend Ins. Co. — 15350 **INSURER B:** Service American Indemnity Co. — 39152 **INSURER C:** **INSURER D:** **INSURER E:** **INSURER F:**

COVERAGES **CERTIFICATE NUMBER:** 20240212133439789 **REVISION NUMBER:**

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS	
A	[X] COMMERCIAL GENERAL LIABILITY [ ] CLAIMS-MADE [X] OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: [X] POLICY [ ] PRO-JECT [ ] LOC [ ] OTHER:	Y		A699472	01/01/2024	01/01/2025	EACH OCCURRENCE DAMAGE TO RENTED PREMISES (Ea occurrence) MED EXP (Any one person) PERSONAL & ADV INJURY GENERAL AGGREGATE PRODUCTS - COMP/OP AGG	$ 1,000,000 $ 300,000 $ 10,000 $ 1,000,000 $ 3,000,000 $ 3,000,000
A	AUTOMOBILE LIABILITY [ ] ANY AUTO [ ] OWNED AUTOS ONLY [ ] SCHEDULED AUTOS [X] HIRED AUTOS ONLY [X] NON-OWNED AUTOS ONLY			A699472	01/01/2024	01/01/2025	COMBINED SINGLE LIMIT (Ea accident) BODILY INJURY (Per person) BODILY INJURY (Per accident) PROPERTY DAMAGE (Per accident)	$ 1,000,000 $ $ $
A	[X] UMBRELLA LIAB [X] OCCUR EXCESS LIAB [ ] CLAIMS-MADE DED RETENTION $			A699472	01/01/2024	01/01/2025	EACH OCCURRENCE AGGREGATE	$ 2,000,000 $ 2,000,000
B	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? Y/N [ ] (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below	N/A		SATIS0381003	01/01/2024	01/01/2025	[X] PER STATUTE [ ] OTH-ER E.L. EACH ACCIDENT E.L. DISEASE - EA EMPLOYEE E.L. DISEASE - POLICY LIMIT	$ 500,000 $ 500,000 $ 500,000

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

Jackson Downtown Development Authority included as Additional Insured.

CERTIFICATE HOLDER

Jackson Downtown Development Authority
161 W Michigan
Jackson MI 49201

CANCELLATION

SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.

AUTHORIZED REPRESENTATIVE

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CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY): 02/12/2024

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must have ADDITIONAL INSURED provisions or be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER Richmond Agency, Inc. 833 Laurence Ave Jackson MI 49202	**CONTACT NAME:** Ashly L. Cutler **PHONE (A/C, No, Ext):** 517-788-9130 **FAX (A/C, No):** 517-788-8036 **E-MAIL ADDRESS:** acutler@richmondagency.com
INSURED Jackson Inter Faith Shelter Inc. 414 S. Blackstone Jackson MI 49201	**INSURER(S) AFFORDING COVERAGE** — **NAIC #** **INSURER A:** West Bend Ins. Co. — 15350 **INSURER B:** Service American Indemnity Co. — 39152 **INSURER C:** **INSURER D:** **INSURER E:** **INSURER F:**

COVERAGES **CERTIFICATE NUMBER:** 20240212133439320 **REVISION NUMBER:**

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS	
A	[X] COMMERCIAL GENERAL LIABILITY [ ] CLAIMS-MADE [X] OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: [X] POLICY [ ] PRO-JECT [ ] LOC [ ] OTHER:	Y		A699472	01/01/2024	01/01/2025	EACH OCCURRENCE DAMAGE TO RENTED PREMISES (Ea occurrence) MED EXP (Any one person) PERSONAL & ADV INJURY GENERAL AGGREGATE PRODUCTS - COMP/OP AGG 	$ 1,000,000 $ 300,000 $ 10,000 $ 1,000,000 $ 3,000,000 $ 3,000,000 $
A	AUTOMOBILE LIABILITY [ ] ANY AUTO [ ] OWNED AUTOS ONLY [ ] SCHEDULED AUTOS [X] HIRED AUTOS ONLY [X] NON-OWNED AUTOS ONLY			A699472	01/01/2024	01/01/2025	COMBINED SINGLE LIMIT (Ea accident) BODILY INJURY (Per person) BODILY INJURY (Per accident) PROPERTY DAMAGE (Per accident) 	$ 1,000,000 $ $ $ $
A	[X] UMBRELLA LIAB [X] OCCUR EXCESS LIAB [ ] CLAIMS-MADE DED RETENTION $			A699472	01/01/2024	01/01/2025	EACH OCCURRENCE AGGREGATE 	$ 2,000,000 $ 2,000,000 $
B	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) Y/N [ ] If yes, describe under DESCRIPTION OF OPERATIONS below	N/A		SATIS0381003	01/01/2024	01/01/2025	[X] PER STATUTE [ ] OTH-ER E.L. EACH ACCIDENT E.L. DISEASE - EA EMPLOYEE E.L. DISEASE - POLICY LIMIT	 $ 500,000 $ 500,000 $ 500,000

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

City of Jackson included as Additional Insured

CERTIFICATE HOLDER

City of Jackson
161 W. Michigan Ave
Jackson MI 49201

CANCELLATION

SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.

AUTHORIZED REPRESENTATIVE Ashly Cutler

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JACKSON INTERFAITH SHELTER BLOCK PARTY
SATURDAY, AUGUST 3, 2024
EVENT TIME: 11AM - 2PM
VOLUNTEER ARRIVAL: 10AM
414 S. BLACKSTONE ST. JACKSON, MI 49201
W Wesley St
W Wesley St
W Wesley St
S Blackstone St
S Blackstone St
EMERGENCY VEHICLE ACCESS
EMERGENCY VEHICLE ACCESS
PARKING
Jackson interfaith Shelter
PUBLIC RESTROOM
FOOD/MUSIC TENT
WELCOME TENT
EVENT LOCATION
BASKETBALL & LAWN GAMES
KIDS ACTIVITIES
VIETNAM VETS OPEN HOUSE
W Franklin St
W Franklin St
W Franklin St
= TRASH CANS
= ELECTRIC ACCESS
= ROAD BARRIERS

JACKSON
Founded 1829

MEMO TO: Mayor and City Councilmembers

FROM: Jonathan Greene, City Manager

DATE: May 14, 2024

SUBJECT: Special Event Application: International Day of Clogging Outdoor Class

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Recommendation:

Approve a request from Great Lakes Cloggers to host the International Day of Clogging Outdoor Class on August 8, 2024, in Horace Blackman Park, True Community Credit Union City Square.

Attached is a memo and supporting paperwork from Beth Kuiper regarding the Special Event Application for the International Day of Clogging Class.

I recommend approval of the International Day of Clogging Class. Your consideration and concurrence is appreciated.

JG

JACKSON
Founded 1829

DEPARTMENTAL REPORT

MEMO TO: Jonathan Greene, City Manager

FROM: DDA Director , DDA Director

DATE: May 14, 2024

RECOMMENDATION: Approve a request from Great Lakes Cloggers to host the International Day of Clogging Outdoor Class on August 8, 2024, in Horace Blackman Park, True Community Credit Union City Square stage.

ISSUE STATEMENT

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

DEPARTMENT	APPROVAL	DENIAL	ECONOMIC IMPACT
DDA	X		$0.00
Engineering	X		$0.00
Fire	X		$0.00
Community Development	X		$0.00
Parks & Recreation	X		$0.00
Police	X		$0.00
Public Works	X		$0.00
		TOTAL	***$0.00***

DESCRIBE THE CONSEQUENCES

Conditions & Considerations: Electricity

OWNERSHIP

Insurance Status: Approved hold harmless by City Attorney

SOLUTION

FACILITATE IMPLEMENTATION

Approve a request from Great Lakes Cloggers to host the International Day of Clogging Outdoor Class on August 8, 2024, in Horace Blackman Park, True Community Credit Union City Square stage.

ATTACHMENTS

1. SEA--Great Lake Cloggers

City of Jackson Downtown Development Authority
161 W Michigan Ave, Jackson Michigan, MI 49201
Contact for questions at 517-768-6411 or aecon@cityofjackosn.org

SPECIAL EVENT APPLICATION

Application must be submitted 60 days PRIOR to event

Application Attachments

- ☐ $75 Application Fee
- ☐ $50 Late/Rush Fee (submitted post 60-day deadline)
- ☐ Insurance documentation for sponsoring organization
- ☐ Event Map –*Please indicate the location of all items*
- ☐ Liquor License & Liquor Liability Insurance (if applicable)
- ☐ Carnival Ride Permit (*if applicable*)
- ☐ Insurance documentation for all vendors (if applicable)

Make checks payable to "Downtown Development Authority"

Special Event Application Policy

Additional charges may occur if policies are broken.

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

Applicant Information

Sponsoring Organization Legal Name: Great Lakes Cloggers		
Address: 108 W Palmer Ave Jackson, MI 49203		Phone: (517) 914-7104
Tax ID#: N/A	Website: Greatlakescloggers.com	
Contact Name: Chris Phelps	Phone: (517)914-7104	Email: Cloggingemailforchris@yahoo.com
Contact Name:	Phone:	Email:
Contact Name During Event: Chris Phelps		Phone: (517)914-7104

Event Information

Event Name: International Day of Clogging Outdoor Class

Event Date(s):	Set up Time:	Start Time:	End Time:	Tear Down Time:
August 8th, 2024	5:00 PM	5:30 PM	8:00 PM	15 Minutes

Has this event occurred before? ☐Yes, (if yes, how many previous years?_____ ☑No

Do you expect this event to occur again next year? No What is the expected attendance for this event? 10-20

Type of Event (*please check all that apply*)

☐Walk/Run ☐Festival ☐March/Parade ☑Other: Public Performance

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

☐Horace Blackman Park

☐Bucky Harris Park

☐Ella Sharp Park *(requires Ella Sharp Board approval)*

☐GrandRiver Farmers Market Pavilion

☑TRUE City Square (Stage)

☐MLK Equality Trail

☐Other Location:_____

☐ Streets:_____

☐Other Park:_____

Brief Description of Event

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

We are a group of cloggers that offer performances to help raise money for Jackson School of the Arts. We are not an official organization by any means.
August 8th is the International Day of Clogging where cloggers around the world make videos, perform, and just celebrate the dance style that we love. This year just so happens to fall on a Thursday which is our regular practice day. We would like to hold our practice in a public space where others can watch or join in the fun. We thought the True Stage would be a fun location. We would only need a power source.

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

Street Name:_____ Cross Streets _____

Closure Start Date:_____ Time:_____ Closure End Date:_____ Time:_____

Street Name:_____ Cross Streets _____

Closure Start Date:_____ Time:_____ Closure End Date:_____ Time:_____

Street Name:_____ Cross Streets _____

Closure Start Date:_____ Time:_____ Closure End Date:_____ Time:_____

Street Name:_____ Cross Streets _____

Closure Start Date:_____ Time:_____ Closure End Date:_____ Time:_____

Street Name:_____ Cross Streets _____

Closure Start Date:_____ Time:_____ Closure End Date:_____ Time:_____

Street Name:_____ Cross Streets _____

Closure Start Date:_____ Time:_____ Closure End Date:_____ Time:_____

City Resources Requests

Not all resources may be available at your requested site.

Please be specific and list any additional information or requests. Such requests might include assistance from the Police Department, Fire Department, Parks and Recreation Department, Public Works Department, etc. Attach additional pages, if needed.

☑ **Electrical Power:** Indicate electrical requirements:__True Stage_____ Amount of electrical wattage needed:_____Standard_____ Amount of plug ins: _____
Locations of where plugs are needed: _____

****All electrical lines MUST be covered to limit tripping hazards. ****

☐ **Water Needs**: Indicate water requirements:_____
Amount of water needed:_____ Locations of where water is needed: _____

☐ **Food/Vendors**: Indicate vendors requirements:_____
Amount of electrical wattage needed:_____ Amount of plug ins: _____
Locations of where plugs are needed: _____ Number of vendors: _____

☐ **Alcohol Sales**: (If yes attach liquor license and liquor liability insurance)
Start Time:_____ End Time: _____

☐ **Amusement or Carnival Rides**: If yes indicate electrical requirements:_____
Amount of electrical wattage needed:_____ Amount of plug ins: _____
Locations of where plugs are needed: _____

☐ **Fireworks**: If yes indicate electrical requirements:_____
Amount of electrical wattage needed:_____ Amount of plug ins: _____
Locations of where plugs are needed: _____

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

☐Other:_____

Additional Event Information

Garbage Plan: Brief description on garbage management for events with 100+ attendees.
N/A

Bathroom Plan: Brief description on bathroom(s) based on event size, duration, and services offered.
N/A, ~~hoping the public bathrooms will accomodate any needs.~~
addressed with organizers

Required Attachments for Application Processing

Insurance

Please request the following documentation from your insurance carrier.

Insurance Type	Requirements
Certificate of Liability Insurance *(MUST also be provided by all vendors)*	• Showing a liability coverage of at least $1,000,000 • Identifying "City of Jackson" & " Jackson Downtown Development Authority" as additional insured
Liquor Liability Insurance *(if needed)*	• Identifying "City of Jackson" & "Jackson Downtown Development Authority" as additional insured
XCU Fireworks Liability Insurance *(if needed; required for all fireworks displays)*	• Identifying "City of Jackson" & "Jackson Downtown Development Authority" as additional insured

☑ *I am a Level 1 Special Event (low resources), and would like to be considered for eligibility to enter a Hold Harmless Agreement with The City of Jackson in lieu of providing the above-required insurance documentation.*

Event Map *Details of all event activities MUST be included.*		
☐Route Plan	☐Emergency Vehicle Access	☐Restroom Locations
☐Vendor Locations	☐Dispersal Locations	☐Tables
☐Tent Locations	☐Trash Receptacles	☐Requested Reserved Parking
☐Assembly Locations	☐Requested Street Closures	☐Electrical Wires & Outlets

If these details change, a revised map must be provided seven days prior to event.
Revised maps cannot include any additional street use, reserved parking, or additional space reservations.

***Note:** We want to inform you that adjustments are being made to the City Special Event Application process to align with the demand for City resources and the overtime required to facilitate these events. As part of this process, we will gradually introduce limits and monetary requirements for utilizing city resources.

Special Event Application

Certification & Signature

1. I am the person with authority to act on behalf of the sponsoring organization.
2. I have submitted all required documents in support of the Special Event Application
3. A Special Event Application Fee is submitted along with this application.
4. Only the activities listed on the application will be permitted at the event. If additional activities are added, I will immediately contact the City of Jackson. I understand that the approval of my application may be withdrawn or additional action required.
5. All food vendors must be approved by the Jackson County Health Department and each food and other vendor must provide the City of Jackson with a Certificate of Insurance which names the City of Jackson and the Downtown Development Authority as additional insured parties on the policy.
6. Fire Department permit and approval is required for events including display fireworks. Extreme Close-Up (XCU) fireworks liability insurance is required for all fireworks display.
7. **The approval of this special event may include additional requirements, limitations, or fees based on the City's review of the application.**
8. If I, or my organization, fail to clean up and repair damages to the event area, my organization may be billed for City services, and that failure to clean up and repair damage will be considered for future applications.
9. As the duly authorized agent of the sponsoring organization applying for approval of the Special Event, I affirm the above understandings and agree that my sponsoring organization will comply with the terms of the written confirmation of approval and all City requirements, ordinances and other laws which apply to this Special Event.
10. By signing this Special Event Application, I declare I am 21 years of age or older.
11. If required to provide liability insurance, the sponsoring organization will add the City of Jackson and the Downtown Development Authority as additional insured parties on the sponsoring organization's liability policy.
12. On behalf of the sponsoring organization, I agree that the sponsoring organization will defend, indemnify, and hold harmless the City of Jackson, its officers, employees and agents from and against any claim, demand, suit, loss, cost or expense, or any damage, which may be asserted, claimed, or recovered against or from the City of Jackson, its officers, employees, and agent, by reason of any damage to property, bodily injury, or death, sustained by any person whomsoever, and which damage, injury, or death arises out of or is incident to or in any way connected with or related to this Special Event.
13. The City of Jackson reserves the right to waive any requirements of this policy in the interests of the health, safety, and welfare of the citizens of Jackson.

Signature: Christopher Phelps

Date: 3/19/2024

Office Use ONLY
Application Received: Date: Time: A.E. 3/19/24 By:
Application Fee Received: Waved

Application Requirements
Application MUST be submitted 60 days PRIOR to event *****NO EXCEPTIONS***** Application MUST be submitted along with all required attachments to: City of Jackson Downtown Development Authority Office 161 W Michigan Ave, 5th Floor Jackson Michigan, MI 49201 or aecon@cityofjackson.org (517) 768-6411
Prohibited Items *Additional fees may apply if policies are not followed*
No ground stakes No confetti or glitter No use of outlets without prior approval

JACKSON
Founded 1829

MEMO TO: Mayor and City Councilmembers

FROM: Jonathan Greene, City Manager

DATE: May 14, 2024

SUBJECT: Special Event Application: Summer Discover Finale Festival

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Recommendation:

> Approve a request from Jackson District Library to host the Summer Discover Finale Festival on August 3, 2024, in Horace Blackman Park, True Community Credit Union City Square.

Attached is a memo and supporting paperwork from Beth Kuiper regarding the Special Event Application for the Summer Discover Finale Festival.

I recommend approval of the Summer Discover Finale Festival. Your consideration and concurrence is appreciated.

JG

JACKSON
Founded 1829

DEPARTMENTAL REPORT

MEMO TO: Jonathan Greene, City Manager

FROM: DDA Director , DDA Director

DATE: May 14, 2024

RECOMMENDATION: Approve a request from Jackson District Library to host the Summer Discover Finale Festival on August 3, 2024, in Horace Blackman Park, True Community Credit Union City Square.

ISSUE STATEMENT

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

DEPARTMENT	APPROVAL	DENIAL	ECONOMIC IMPACT
DDA	X		$0.00
Engineering	X		$0.00
Fire	X		$0.00
Community Development	X		$0.00
Parks & Recreation	X		$0.00
Police	X		$0.00
Public Works	X		$200.00
		TOTAL	***$200.00***

DESCRIBE THE CONSEQUENCES

Conditions & Considerations: Electricity, Bucky Harris Bathrooms

OWNERSHIP

Insurance Status: Approved dependent on receipt of proper insurance.

SOLUTION

FACILITATE IMPLEMENTATION

Approve a request from Jackson District Library to host the Summer Discover Finale Festival on August 3, 2024, in Horace Blackman Park, True Community Credit Union City Square.

ATTACHMENTS

1. SEA--Summer Discover Finale Festival

JACKSON
Founded 1829

City of Jackson Downtown Development Authority
161 W Michigan Ave, Jackson Michigan, MI 49201
Contact for questions at 517-768-6411 or aecon@cityofjackosn.org

SPECIAL EVENT APPLICATION

Application must be submitted 60 days PRIOR to event

Application Attachments

- ☐ $75 Application Fee
- ☐ $50 Late/Rush Fee (submitted post 60-day deadline)
- ☐ Insurance documentation for sponsoring organization
- ☐ Event Map –*Please indicate the location of all items*
- ☐ Liquor License & Liquor Liability Insurance (if applicable)
- ☐ Carnival Ride Permit (*if applicable*)
- ☐ Insurance documentation for all vendors (if applicable)

Make checks payable to "Downtown Development Authority"

Special Event Application Policy

Additional charges may occur if policies are broken.

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

Applicant Information

Sponsoring Organization Legal Name: Jackson District Library		
Address: 244 W. Michigan Ave. Jackson, MI 49201		Phone: (517) 905-1331
Tax ID#: 38-2184437	Website: myjdl.com	
Contact Name: Shannon McClain	Phone: 517-905-1338	Email: mcclains@myjdl.com
Contact Name: Krishn Stiger	Phone: 517-905-1325	Email: StigerK@myjdl.com
Contact Name During Event: Shannon McClain		Phone: (517) 505-5137

Event Information

Event Name: Summer Discover Finale Festival

Event Date(s):	Set up Time:	Start Time:	End Time:	Tear Down Time:
8/3/2024	8-11am	11am	2pm	2-4pm

Has this event occurred before? ☐Yes, (if yes, how many previous years?_____) ☒No

Do you expect this event to occur again next year? Yes What is the expected attendance for this event? 100

Type of Event (*please check all that apply*)

☐Walk/Run ☒Festival ☐March/Parade ☐Other:_____

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

☒Horace Blackman Park

☐Bucky Harris Park

☐Ella Sharp Park *(requires Ella Sharp Board approval)*

☐GrandRiver Farmers Market Pavilion

☒TRUE City Square (Stage)

☐MLK Equality Trail

☐Other Location:_____

☐ Streets:_____

☐Other Park:_____

Brief Description of Event

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

Join us for Jackson District Library's Summer Discover Finale Festival. Enjoy live music, Food Trucks, and yard games from 11am-2pm. Walk down to the Michigan Theater after for a JDL Sponsored Family Movie.

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

Street Name: Hayes Court Cross Streets W. Pearl + W. Michigan

Closure Start Date: 8/3/24 Time: 8am Closure End Date: 8/3/24 Time: 4pm

Street Name:_____ Cross Streets _____

Closure Start Date:_____ Time:_____ Closure End Date:_____ Time:_____

Street Name:_____ Cross Streets _____

Closure Start Date:_____ Time:_____ Closure End Date:_____ Time:_____

Street Name:_____ Cross Streets _____

Closure Start Date:_____ Time:_____ Closure End Date:_____ Time:_____

Street Name:_____ Cross Streets _____

Closure Start Date:_____ Time:_____ Closure End Date:_____ Time:_____

Street Name:_____ Cross Streets _____

Closure Start Date:_____ Time:_____ Closure End Date:_____ Time:_____

City Resources Requests

Not all resources may be available at your requested site.

Please be specific and list any additional information or requests. Such requests might include assistance from the Police Department, Fire Department, Parks and Recreation Department, Public Works Department, etc. Attach additional pages, if needed.

☒ **Electrical Power:** Indicate electrical requirements: Full bands @ stage
Amount of electrical wattage needed: _____ Amount of plug ins: _____
Locations of where plugs are needed: _____
****All electrical lines MUST be covered to limit tripping hazards. ****

☐ **Water Needs:** Indicate water requirements: _____
Amount of water needed: _____ Locations of where water is needed: _____

☒ **Food/Vendors:** Indicate vendors requirements: Food trucks lining Hayes Court
Amount of electrical wattage needed: _____ Amount of plug ins: _____
Locations of where plugs are needed: _____ Number of vendors: _____

☐ **Alcohol Sales:** (If yes attach liquor license and liquor liability insurance)
Start Time: _____ End Time: _____

☒ **Amusement or Carnival Rides:** If yes indicate electrical requirements: Bounce Castle
Amount of electrical wattage needed: _____ Amount of plug ins: 1
Locations of where plugs are needed: See map

☐ **Fireworks:** If yes indicate electrical requirements: _____
Amount of electrical wattage needed: _____ Amount of plug ins: _____
Locations of where plugs are needed: _____

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

☐ Other: _____

Additional Event Information

Garbage Plan: Brief description on garbage management for events with 100+ attendees.
We have requested quotes from 2 local garbage companies to have 3-4 waste receptacles at the event.

Bathroom Plan: Brief description on bathroom(s) based on event size, duration, and services offered.
We have been told the public restrooms @ Bucky Harris Park will be opened and the library will also be available for restroom usage. We have requested quotes for one additional ADA compliant portapoty.

ADA bathroom and hand washing station to be dropped off Friday and picked up Monday by Lester Brothers

Required Attachments for Application Processing

Insurance	
Please request the following documentation from your insurance carrier.	
Insurance Type	**Requirements**
Certificate of Liability Insurance *(MUST also be provided by all vendors)*	• Showing a liability coverage of at least $1,000,000 • Identifying "City of Jackson" & " Jackson Downtown Development Authority" as additional insured
Liquor Liability Insurance *(if needed)*	• Identifying "City of Jackson" & "Jackson Downtown Development Authority" as additional insured
XCU Fireworks Liability Insurance *(if needed; required for all fireworks displays)*	• Identifying "City of Jackson" & "Jackson Downtown Development Authority" as additional insured

☐ *I am a Level 1 Special Event (low resources), and would like to be considered for eligibility to enter a Hold Harmless Agreement with The City of Jackson in lieu of providing the above-required insurance documentation.*

Event Map *Details of all event activities MUST be included.*		
☐Route Plan	☐Emergency Vehicle Access	☐Restroom Locations
☐Vendor Locations	☐Dispersal Locations	☐Tables
☐Tent Locations	☐Trash Receptacles	☐Requested Reserved Parking
☐Assembly Locations	☐Requested Street Closures	☐Electrical Wires & Outlets
If these details change, a revised map must be provided seven days prior to event. *Revised maps cannot include any additional street use, reserved parking, or additional space reservations.*		

***Note:** We want to inform you that adjustments are being made to the City Special Event Application process to align with the demand for City resources and the overtime required to facilitate these events. As part of this process, we will gradually introduce limits and monetary requirements for utilizing city resources.

Special Event Application

Certification & Signature

1. I am the person with authority to act on behalf of the sponsoring organization.
2. I have submitted all required documents in support of the Special Event Application
3. A Special Event Application Fee is submitted along with this application.
4. Only the activities listed on the application will be permitted at the event. If additional activities are added, I will immediately contact the City of Jackson. I understand that the approval of my application may be withdrawn or additional action required.
5. All food vendors must be approved by the Jackson County Health Department and each food and other vendor must provide the City of Jackson with a Certificate of Insurance which names the City of Jackson and the Downtown Development Authority as additional insured parties on the policy.
6. Fire Department permit and approval is required for events including display fireworks. Extreme Close-Up (XCU) fireworks liability insurance is required for all fireworks display.
7. **The approval of this special event may include additional requirements, limitations, or fees based on the City's review of the application.**
8. If I, or my organization, fail to clean up and repair damages to the event area, my organization may be billed for City services, and that failure to clean up and repair damage will be considered for future applications.
9. As the duly authorized agent of the sponsoring organization applying for approval of the Special Event, I affirm the above understandings and agree that my sponsoring organization will comply with the terms of the written confirmation of approval and all City requirements, ordinances and other laws which apply to this Special Event.
10. By signing this Special Event Application, I declare I am 21 years of age or older.
11. If required to provide liability insurance, the sponsoring organization will add the City of Jackson and the Downtown Development Authority as additional insured parties on the sponsoring organization's liability policy.
12. On behalf of the sponsoring organization, I agree that the sponsoring organization will defend, indemnify, and hold harmless the City of Jackson, its officers, employees and agents from and against any claim, demand, suit, loss, cost or expense, or any damage, which may be asserted, claimed, or recovered against or from the City of Jackson, its officers, employees, and agent, by reason of any damage to property, bodily injury, or death, sustained by any person whomsoever, and which damage, injury, or death arises out of or is incident to or in any way connected with or related to this Special Event.
13. The City of Jackson reserves the right to waive any requirements of this policy in the interests of the health, safety, and welfare of the citizens of Jackson.

Signature: Shannon McClain

Date: 2/2/24

Office Use ONLY
Application Received:
Date: A.E 2/25
Time:
By:
Application Fee Received:

Application Requirements

Application MUST be submitted 60 days PRIOR to event

*****NO EXCEPTIONS*****

Application MUST be submitted along with all required attachments to:

City of Jackson
Downtown Development Authority Office
161 W Michigan Ave, 5th Floor
Jackson Michigan, MI 49201 or
aecon@cityofjackson.org
(517) 768-6411

Prohibited Items

Additional fees may apply if policies are not followed

No ground stakes
No confetti or glitter
No use of outlets without prior approval

CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY): 2/14/2024

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER	CONTACT NAME: Dawn Fisher
The Craft Agency Inc. 2533 Spring Arbor Rd P O Box 1187 Jackson MI 49204	PHONE (A/C, No, Ext): (517) 787-0077 FAX (A/C, No): (517) 787-9356 E-MAIL ADDRESS: dmf@craftagency.com

INSURER(S) AFFORDING COVERAGE	NAIC #
INSURER A: Massachusetts Bay Ins Co	22306
INSURER B: Hanover Ins Co	22292
INSURER C: The Hanover American Ins Co	36064
INSURER D:	
INSURER E:	
INSURER F:	

INSURED: Jackson District Library, 244 W Michigan Avenue, Jackson MI 49201

COVERAGES **CERTIFICATE NUMBER:** 23/24 **REVISION NUMBER:**

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS	
A	X COMMERCIAL GENERAL LIABILITY CLAIMS-MADE X OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: POLICY PRO-JECT LOC OTHER:	X		ODH0348002	7/1/2023	7/1/2024	EACH OCCURRENCE DAMAGE TO RENTED PREMISES (Ea occurrence) MED EXP (Any one person) PERSONAL & ADV INJURY GENERAL AGGREGATE PRODUCTS - COMP/OP AGG	$ 2,000,000 $ 300,000 $ 5,000 $ Included $ 4,000,000 $ Included
B	AUTOMOBILE LIABILITY X ANY AUTO ALL OWNED AUTOS SCHEDULED AUTOS HIRED AUTOS NON-OWNED AUTOS			ARH0350290	7/1/2023	7/1/2024	COMBINED SINGLE LIMIT (Ea accident) BODILY INJURY (Per person) BODILY INJURY (Per accident) PROPERTY DAMAGE (Per accident)	$ 1,000,000 $ $ $
A	X UMBRELLA LIAB X OCCUR EXCESS LIAB CLAIMS-MADE DED RETENTION $			ODH0348002	7/1/2023	7/1/2024	EACH OCCURRENCE AGGREGATE	$ 3,000,000 $ 3,000,000
C	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) Y/N N/A If yes, describe under DESCRIPTION OF OPERATIONS below			WZH0378858	7/1/2023	7/1/2024	Y PER STATUTE OTH-ER E.L. EACH ACCIDENT E.L. DISEASE - EA EMPLOYEE E.L. DISEASE - POLICY LIMIT	$ 500,000 $ 500,000 $ 500,000
A	Property Coverage			ODH0348002	7/1/2023	7/1/2024		

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

City of Jackson and Downtown Development Authority are included as additional insureds with respect to general liability.

CERTIFICATE HOLDER

kmcdonough@cityofjackson.org

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

CANCELLATION

SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.

AUTHORIZED REPRESENTATIVE

David Craft/DMF

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THIS ENDORSEMENT CHANGES THE POLICY. PLEASE READ IT CAREFULLY.

ADDITIONAL INSURED – DESIGNATED PERSON OR ORGANIZATION

This endorsement modifies insurance provided under the following:

BUSINESSOWNERS COVERAGE FORM

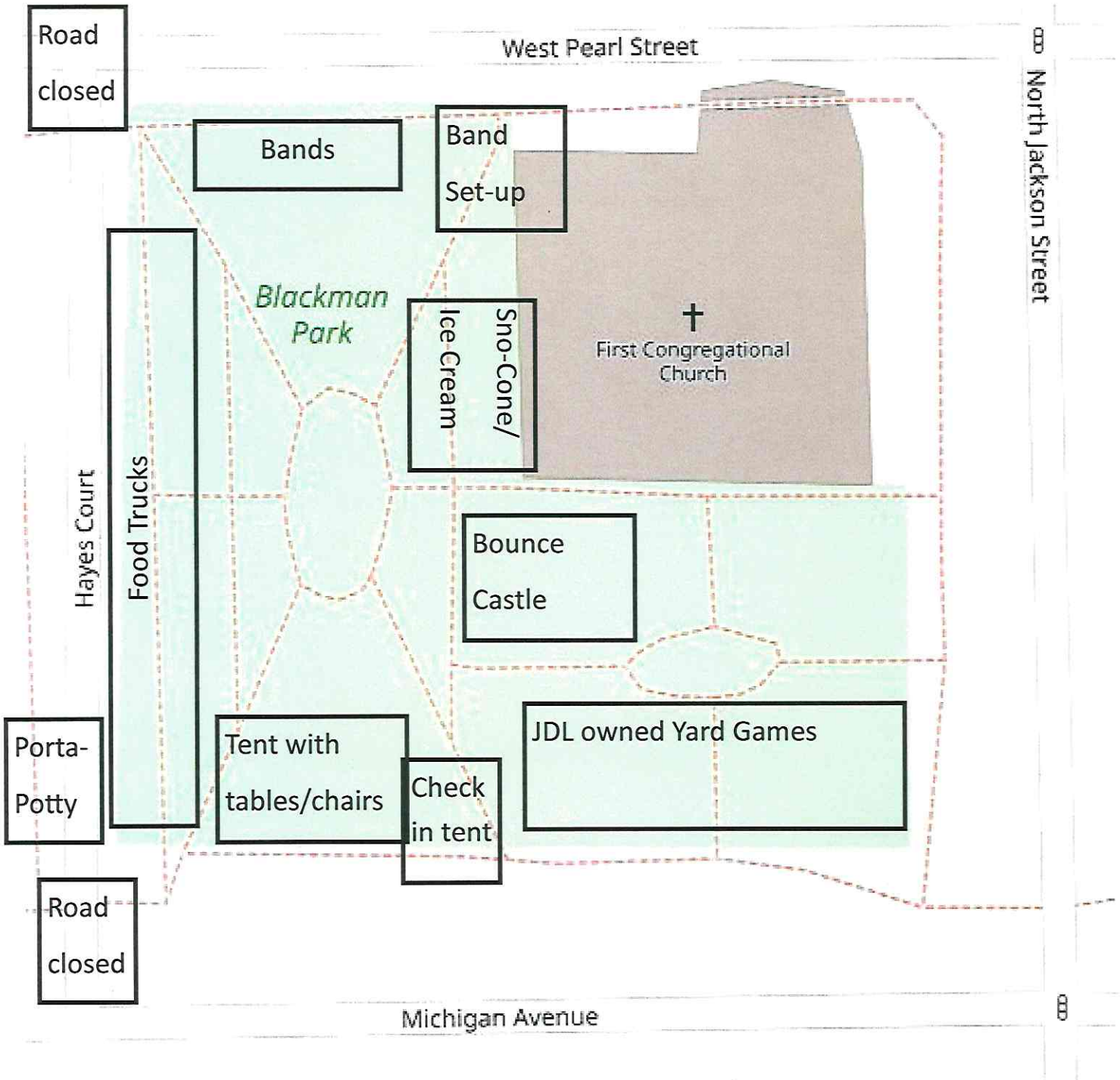
SCHEDULE

Name Of Additional Insured Person(s) Or Organization(s):	
City of Jackson Downtown Development Authority	161 W. Michigan Ave. Jackson, MI 49201
Information required to complete this Schedule, if not shown above, will be shown in the Declarations.	

The following is added to Paragraph **C. Who Is An Insured** in **Section II – Liability:**

3. Any person(s) or organization(s) shown in the Schedule is also an additional insured, but only with respect to liability for "bodily injury", "property damage" or "personal and advertising injury" caused, in whole or in part, by your acts or omissions or the acts or omissions of those acting on your behalf in the performance of your ongoing operations or in connection with your premises owned by or rented to you.

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Road closed
West Pearl Street
North Jackson Street
Bands
Band Set-up
Blackman Park
Sno-Cone/ Ice Cream
First Congregational Church
Hayes Court
Food Trucks
Bounce Castle
Porta-Potty
Tent with tables/chairs
Check in tent
JDL owned Yard Games
Road closed
Michigan Avenue

JACKSON
Founded 1829

MEMO TO: Mayor and City Councilmembers

FROM: Jonathan Greene, City Manager

DATE: May 14, 2024

SUBJECT: Special Event Application: Gus Macker 3-on-3 Basketball Tournament

---

Recommendation:

> Approve a request from Experience Jackson to conduct the 2024 Gus Macker 3-on-3 Basketball Tournament on Friday, June 21 – Sunday, June 23, 2024 on the streets of downtown Jackson.

Attached is a memo and supporting paperwork from Beth Kuiper regarding the Special Event Application for the 2024 Gus Macker 3-on-3 Basketball Tournament.

I recommend approval of the Special Event Application for the 2024 Gus Macker 3-on-3 Basketball Tournament. Your consideration and concurrence is appreciated.

JG

JACKSON
Founded 1829

DEPARTMENTAL REPORT

MEMO TO: Jonathan Greene, City Manager

FROM: DDA Director , DDA Director

DATE: May 14, 2024

RECOMMENDATION: Approve a request from Experience Jackson to conduct the 2024 Gus Macker 3-on-3 Basketball Tournament on Friday, June 21 – Sunday, June 23, 2024 on the streets of downtown Jackson.

ISSUE STATEMENT

Approvals noted below by each department indicate they have been made aware of the request and the capacity of their department has been met. Conditions of their approval and special considerations are noted and * are in place if the total is dependent on different factors.

DEPARTMENT	APPROVAL	DENIAL	ECONOMIC IMPACT
DDA	X		$0.00
Engineering	X		$0.00
Fire	X		$3,000.00
Community Development	X		$0.00
Parks & Recreation	X		$3,080.00*
Police	X		$4,300.00
Public Works	X		$2,400.00
	TOTAL		***Min. $9,700.00 Max. $12,780.00***

DESCRIBE THE CONSEQUENCES

Conditions & Considerations: Various street & parking lot closures; electrical access; water; stage & restroom placement; police & fire support

*Varies with clean up requirements

OWNERSHIP

Insurance Status: Approved pending proper insurance

SOLUTION

FACILITATE IMPLEMENTATION

Approve a request from Experience Jackson to conduct the 2024 Gus Macker 3-on-3 Basketball Tournament on Friday, June 21 – Sunday, June 23, 2024 on the streets of downtown Jackson.

ATTACHMENTS

1. SEA-Gus Macker

JACKSON
Founded 1829

City of Jackson Downtown Development Authority
161 W Michigan Ave, Jackson Michigan, MI 49201
Contact for questions at 517-768-6411 or aecon@cityofjackosn.org

SPECIAL EVENT APPLICATION

Application must be submitted 60 days PRIOR to event

Application Attachments

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

Make checks payable to "Downtown Development Authority"

Special Event Application Policy

Additional charges may occur if policies are broken.

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

Applicant Information

Sponsoring Organization Legal Name:		
Address: 134 West Michigan Avenue | Jackson, MI		Phone: (517) 782-8221
Tax ID#: 38-2562896	Website: macker.com/jackson-mi/	
Contact Name: Kyle Liechty	Phone: 517-740-3762	Email: k5liechty@gmail.com
Contact Name: Tina Mercier	Phone: 734-678-3831	Email: tinammercier@gmail.com
Contact Name During Event: Tina Mercier		Phone: (734) 678-3831

Event Information

Event Name: Gus Macker, Jackson

Event Date(s):	Set up Time:	Start Time:	End Time:	Tear Down Time:
Fri., June 21-Sun., June 23	Fri., June 21 (6:00a)	Fri., June 21 (4:00p)	Sun., June 23 (6:30p)	Sun.,June 23 1:00-6:30p

Has this event occurred before? ☒Yes, (if yes, how many previous years? 5) ☐No

Do you expect this event to occur again next year? Yes What is the expected attendance for this event? 12,500+

Type of Event (*please check all that apply*)

☐Walk/Run ☒Festival ☐March/Parade ☒Other: 3-on-3 Basketball Tournament

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

☒Horace Blackman Park

☒Bucky Harris Park

☐Ella Sharp Park *(requires Ella Sharp Board approval)*

☐GrandRiver Farmers Market Pavilion

☐TRUE City Square (Stage)

☐MLK Equality Trail

☐Other Location: _____

☒ Streets: Michigan Avenue (S. Blackstone St - Mechanic St) | Jackson St (Pearl St - Cortland St)

☐Other Park: _____

Brief description of Event

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

Gus Macker, Headquartered in Belding, MI, is an organization dedicated to promoting 3-on-3 basketball tournaments across the nation. In 2018, the city of Jackson enthusiastically joined as a host for this thrilling event. The tournament not only brings the exhilaration of basketball to the streets of Downtown Jackson but also serves as a significant fundraiser for local non-profit organizations (with over 15 benefiting since 2018) and volunteer groups (over 12 supported since 2018). Despite the challenges posed by the Covid-19 pandemic in 2021, the tournament successfully hosted 175 teams, demonstrating resilience and commitment. 2023 marked a new milestone, with an impressive record of 246 participating teams. Anticipating continued growth, the organizers aim to welcome over 300 teams in 2024.

This tournament has consistently maintained a youth-oriented focus, with 71% of the teams falling into the 17 and under age category The event prides itself on fostering a balanced mix of local (Jackson County) and our out-of-town participants, creating a vibrant and inclusive atmosphere for both players and spectators alike.

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

Street Name: Michigan Ave. Cross Streets Hayes Ct to Mechanic St.

Closure Start Date: Fri.,June 21 Time: 5:00a Closure End Date: Sun., June 23 Time: 6:30p

Street Name: S. Jackson St. Cross Streets Cortland St. to Michigan Ave.

Closure Start Date: Fri., June 21 Time: 5:00a Closure End Date: Sun., June 23 Time: 6:30p

Street Name: Michigan Ave. Cross Streets S. Blackstone to Mechanic St.

Closure Start Date: Sat., June 22 Time: 5:00a Closure End Date: Sun., June 23 Time: 6:30p

Street Name: N. Jackson St. Cross Streets Pearl St to Michigan Ave.

Closure Start Date: Sat., June 22 Time: 5:00a Closure End Date: Sun., June 23 Time: 6:30p

Street Name: _____ Cross Streets _____

Closure Start Date: _____ Time: _____ Closure End Date: _____ Time: _____

Street Name: _____ Cross Streets _____

Closure Start Date: _____ Time: _____ Closure End Date: _____ Time: _____

City Resources Requests

Not all resources may be available at your requested site.

Please be specific and list any additional information or requests. Such requests might include assistance from the Police Department, Fire Department, Parks and Recreation Department, Public Works Department, etc. Attach additional pages, if needed.

☒ **Electrical Power:** Indicate electrical requirements: Currently Compatible
Amount of electrical wattage needed: _____ Amount of plug ins: tbd
Locations of where plugs are needed: Lean Rocket, Bucky Harris, Blackman Park
****All electrical lines MUST be covered to limit tripping hazards. ****

☒ **Water Needs**: Indicate water requirements: If City is providing restroom, yes; no otherwise
Amount of water needed: _____ Locations of where water is needed: City will open bathrooms at Bucky Harris all others is up to Gus Macker

☒ **Food/Vendors**: Indicate vendors requirements: Food Trucks in Blackman Park
Amount of electrical wattage needed: _____ Amount of plug ins: 8
Locations of where plugs are needed: Blackman Park Number of vendors: 8

☐ **Alcohol Sales**: (If yes attach liquor license and liquor liability insurance)
Start Time: _____ End Time: _____

☐ **Amusement or Carnival Rides**: If yes indicate electrical requirements: _____
Amount of electrical wattage needed: _____ Amount of plug ins: _____
Locations of where plugs are needed: _____

☐ **Fireworks**: If yes indicate electrical requirements: _____
Amount of electrical wattage needed: _____ Amount of plug ins: _____
Locations of where plugs are needed: _____

☒ Traffic Cones ☐ Mobile Stage (*please circle* **15-foot** or **25-foot** *version*)

☒ Other We kindly request access the downtown speakers for utilization throughout the weekend as part of our Safety Plan. Additionally, we request to temporarily deactivate the sprinkler systems during the festival weekend.

Insurance

Please request the following documentation from your insurance carrier.

Insurance Type	Requirements
Certificate of Liability Insurance *(MUST also be provided by all vendors)*	• Showing a liability coverage of at least $1,000,000 • Identifying "City of Jackson" & " Jackson Downtown Development Authority as additional insured
Liquor Liability Insurance *(if needed)*	• Identifying "City of Jackson" & "Jackson Downtown Development Authority" as additional insured
XCU Fireworks Liability Insurance *(if needed; required for all fireworks displays)*	• Identifying "City of Jackson" & "Jackson Downtown Development Authority" as additional insured

☐ *I am a Level 1 Special Event (low resources), and would like to be considered for eligibility to enter a Hold Harmless Agreement with The City of Jackson in lieu of providing the above-required insurance documentation.*

Event Map *Details of all event activities MUST be included.*

☐Route Plan	☐Emergency Vehicle Access	☐Restroom Locations
☐Vendor Locations	☐Dispersal Locations	☐Tables
☐Tent Locations	☐Trash Receptacles	☐Requested Reserved Parking
☐Assembly Locations	☐Requested Street Closures	☐Electrical Wires & Outlets

If these details change, a revised map must be provided seven days prior to event.
Revised maps cannot include any additional street use, reserved parking, or additional space reservations.

NOTE: Attached Schedule, Dining, Happenings and Parking is based on 2023 event.
Revised maps and program will be submitted by May 30, 2024

Special Event Application

Certification & Signature

1. I am the person with authority to act on behalf of the sponsoring organization.
2. I have submitted all required documents in support of the Special Event application
3. A Special Event Application Fee is submitted along with this application.
4. Only the activities listed on the application will be permitted at the event. If additional activities are added, I will immediately contact the City of Jackson. I understand that the approval of my application may be withdrawn or additional action required.
5. All food vendors must be approved by the Jackson County Health Department and each food and other vendor must provide the City of Jackson with a Certificate of Insurance which names the City of Jackson and the Downtown Development Authority as additional insured parties on the policy.
6. Fire Department permit and approval is required for events including display fireworks. Extreme Close-Up (XCU) fireworks liability insurance is required for all fireworks display.
7. The approval of this special event may include additional requirements, limitations, or fees based on the City's review of the application.
8. If I, or my organization, fail to clean up and repair damages to the event area, my organization may be billed for City services, and that failure to clean up and repair damage will be considered for future applications.
9. As the duly authorized agent of the sponsoring organization applying for approval of the Special Event, I affirm the above understandings and agree that my sponsoring organization will comply with the terms of the written confirmation of approval and all City requirements, ordinances and other laws which apply to this Special Event.
10. By signing this Special Event Application, I declare I am 21 years of age or older.
11. If required to provide liability insurance, the sponsoring organization will add the City of Jackson and the Downtown Development Authority as additional insured parties on the sponsoring organization's liability policy.
12. On behalf of the sponsoring organization, I agree that the sponsoring organization will defend, indemnify, and hold harmless the City of Jackson, its officers, employees and agents from and against any claim, demand, suit, loss, cost or expense, or any damage, which may be asserted, claimed, or recovered against or from the City of Jackson, its officers, employees, and agent, by reason of any damage to property, bodily injury, or death, sustained by any person whomsoever, and which damage, injury, or death arises out of or is incident to or in any way connected with or related to this Special Event.
13. The City of Jackson reserves the right to waive any requirements of this policy in the interests of the health, safety, and welfare of the citizens of Jackson.

Signature: Tina Mercier

Date: November 15, 2023

Office Use ONLY
Application Received: Date: Time: By:
Application Fee Received:

Application Requirements
Application MUST be submitted 60 days PRIOR to event *****NO EXCEPTIONS*****
Application MUST be submitted along with all required attachments to: City of Jackson Downtown Development Authority Office 161 W Michigan Ave, 5th Floor Jackson Michigan, MI 49201 or aecon@cityofjackson.org (517) 768-6411
Prohibited Items *Additional fees may apply if policies are not followed*
No ground stakes No confetti or glitter No use of outlets without prior approval

Breakdown of request from City Departments- Gus Macker 2024

Green Notes = Parks and Rec

Blue Notes = DDA

= DPW

= Engineering

= Fire

= Police

Parks & Recreation:

- Trash Management: Been in collaborating with Kelli Hoover on trash management. The specifics will depend on what they feel is the necessary protocol for clean-up and what they will need from us, we're particularly interested in understanding the manpower needed for trash pick-up/removal and the schedule. We understand they are changing their event process and asking for 2-3 20 yard dumpsters. **(3) 20 Yard dumpsters – Dumped over the Weekend**

After attending the national conference and chatting with fellow Gus Macker Teams about their event logistics. They mentioned having a garbage truck on-site during Saturday and Sunday to regularly empty dumpsters throughout the day, helping prevent any trash buildup and cleaning into the am. It's like a trash magic show, keeping things clean and tidy and could be a game-changer for our event this year!

- We'd like to borrow the pickers again, as it was helpful last year**.- Yes meet the week before**
- Water Sprinklers to be turned off Friday June 21st to Sunday June 23rd.**Yes**

- We are looking for someone to donate Golf Carts/Utility carts to help collect trash with the pickers and put the trash into buckets/bins to help keep the trash off the ground. If they have suggestions or a potential sponsor/ideas to help with this, we would appreciate the help with making sure we conquer our trash overload. Keeping Downtown Cleaner is one of our primary focuses for this year.

- Volunteer Cleanup Manpower: We plan to have volunteers/local organizations for cleanup, and they will be paid for their time. **Plan if volunteer man power doesn't work? (it would be about $4000 for parks overtime and other)**
- Bleacher Transportation: Transporting bleachers to and from the event. **OK**

Department of Public Works:

- We defer to their judgment on necessary measures.

- Street Closures:

Friday, June 21:

Soft close on N. Jackson to Michigan Ave. and Blackstone to Hayes Ct. **Please keep all road closures the same as in previous years- this will be easier than all the soft closures. I would love a soft close n Jackson, but the turn around for cars gets really messy..**

Hard close on S. Jackson from Cortland to Michigan Ave. and Michigan Ave from Hayes Ct. to Mechanic St.

Saturday & Sunday, June 22-23:

Hard close on Jackson St. from Cortland to Pearl and Michigan Ave. from Blackstone to Mechanic St.

We will accommodate any alternative plans suggested by the City Engineers/DPW.

Police:

- We understand the importance of cost-effectiveness. We were informed that we could do with less officers this year, however we defer to their judgment on necessary measures.

Fire:

- On site EMT's w/ Defibrillator
- We request the same as last year ^

Engineering (power points/parking):

- No change in Electricity & Parking, Same as last year.
    - Location of Plug-ins are: Lean Rocket, Bucky Harris, Blackman Park

DDA:

- Requesting to expand our footprint to include N. Jackson St to Pearl. We will need more courts, to accommodate more players. We are currently planning with this expansion (confirmation pending). **DDA-yes for this year's anniversary**
- We kindly request access to the downtown speakers for utilization throughout the weekend as part of our Safety Plan and Event Usage. We are willing to support upgrade expansion to help

support our community and utilize the speaker. The upgrade can help support many downtown events. We can allocate $2,000 each year to meet the cost of upgrade. **No, please us the DJ's set up so we don't have to run accesses or have someone available to let you in and out of City Hall.**

Gus Macker Festival Map
June 21-23, 2024

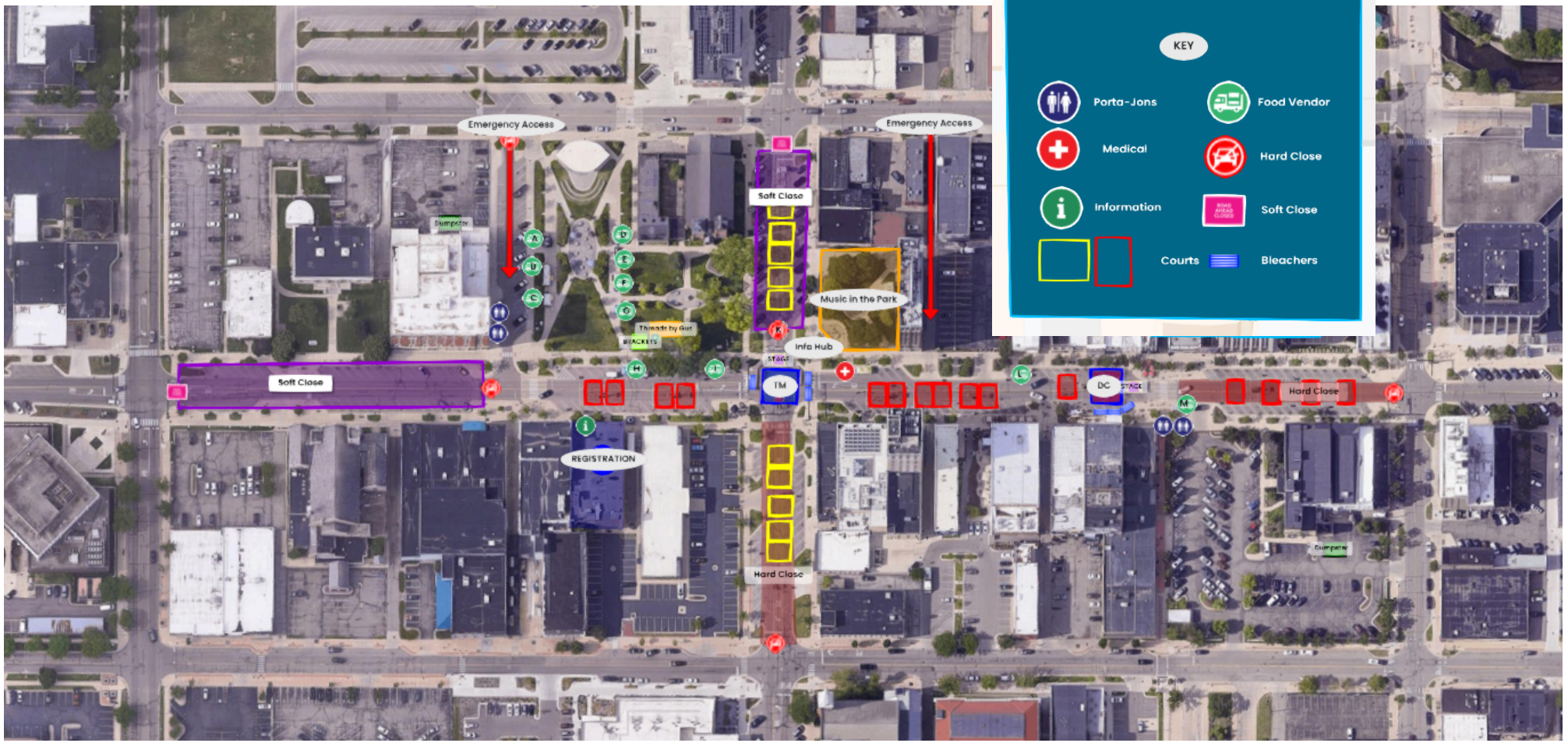
Soft Close - Friday, June 21

Map - Friday Overview



Gus Macker Festival Map
June 21-23, 2024

Satellite Friday Overview



Gus Macker Festival Map
June 21-23, 2024

Hard Close -Saturday & Sunday, June 22-23

Map Sat & Sun Overview



Gus Macker Festival Map
June 21-23, 2024

Satellite Sat & Sun Overview



Macker Schedule

FRIDAY, JULY 21

4:00 - 8:00 PM	**Registration** @ Jackson Symphony Orchestra
5:00 - 9:00 PM	**Music on Michigan** presented by Monster Motors @ Bucky Harris Park
5:30 - 9:00 PM	**Heroes Tournament** presented by Southern Michigan Bank & Trust @ Top Men's Court
5:30 - 9:00 PM	**Dream Team Tournament** presented by Orthopaedic Rehab Specialists @ Dream Court
6:00 - 8:00 PM	**Free Throw Contest** presented by Dawn Foods @ Court M

SATURDAY, JULY 22

7:30 - noon	**Registration** @ Jackson Symphony Orchestra
8:00 - 8:30 AM	**Opening Ceremonies** presented by Experience Jackson @ Dream Court
8:30 - 6:00 PM	**Gus Macker Basketball** across Downtown Jackson
11:00 - noon	**Mascot Meet-n-Greet + Mascot Game** presented by Blue Ox Credit Union @ Dream Court
12:30 - 1:00 PM	**Slam Dunk Contest** presented by The Chase @ Top Men's Court
1:00 - 5:00 PM	**Music on Michigan** presented by the Jackson DDA @ Bucky Harris Park
5:00 - 9:00 PM	**Corn Hole Tournament** presented by Grand River Brewery @ Top Men's Court
5:00 - 9:00 PM	**Music on Michigan** presented by Monster Motors @ Top Men's Court
5:00 - 7:00 PM	**Free Throw Contest** presented by Dawn Foods @ Court L

SUNDAY, JULY 23

8:00 - 6:30 PM	**Gus Macker Basketball** across Downtown Jackson
11:30 - 6:30 PM	**Trophy Ceremonies** @ the Jackson Symphony Orchestra

Grand River Brewery Corn Hole Sponsor

GRAND RIVER BREWERY

Grand River Brewery is located 1 block north of the Top Men's Court and has you covered from brunch to a family dinner, in addition to libations.

GRB is also the sponsor of our Corn Hole Tournament; registration closes 24-hours before the event: Register Here

THANK YOU 2023 PRESENTING SPONSORS!

art moehn CHEVROLET and your Michigan Chevy Team

DOLL n' BURGERS

SOUTHERN MICHIGAN BANK & TRUST

MACKER

Downtown Dining

There are plenty of retail and dining destinations around Downtown Jackson, so we wanted to provide an overview of some of our proud community partners that you should checkout over the weekend!

Doll n' Burgers, Grand River Brewery, PB&J's, OGMA, Tiki Sam's Pizza, JunkYard Dog, The Chase, Fortress Cafe, Veritas and others will be slaying the food game all weekend long, as Cherry Creek Winery will also have wine service available on the Veritas Patio.. These squads are gems for the community of Jackson, so make sure that you stop by their food trucks / establishments for a bite!

Dawn Foods
Gusette + Contest Sponsor

Dawn Foods is an American wholesale manufacturer and distributor of breads, baked goods, mixes, and other food products. The company is based in Jackson, Michigan and operates globally.

Dawn Foods is sponsoring the Gusette this year, as well as the Free Throw Contest! Check out the event schedule for more information about contest timing!

The Chase Sports Bar + Grill
Slam Dunk Contest Sponsor

The Chase is an O.G. Sponsor of the Jackson Macker, as they are the host of the renowned Slam Dunk Contest, shelling out $1,500 in prizes!

After your game, come to The Chase Sports Bar and have a beer with a group of friends. Try their award-winning pizza or a fantastic burger while you watch the big game. They can even host your next work meeting, special event, or championship dinner! A truly authentic and unique Sports Bar...The Chase Sports Bar!

THANK YOU 2023 PRESENTING SPONSORS!

art moehn Chevrolet and your Michigan Chevy Team

Doll n' Burgers

Southern Michigan Bank & Trust

Macker

Downtown Shopping

There are nearly two dozen shops around Downtown Jackson, many that align with Macker player needs! From soap to clean the pits to fasteners to hold down your pop up tent, check out the local retail options between and after gameplay.

Bring our receipts to the Volunteer Check In, as every $25 earns you a raffle ticket towards a shopping spree in Threads by Gus. See page two for details.

Rustic Market Co. -Gifts and Home Decor-

Nevermore decor store

Apricot Lane Boutique

The Blue Julep, LLC

The Blessed Nest

Casler Hardware

FarmSudz Chelsea & Jackson

Jackson Candle Company

Gilbert Chocolates

MMG Radio Sponsor

MMG McKibbin Media Group

Click the K105.3 logo to listen live all weekend long on updates from the Gus Macker tournament!

K105.3 is our local station for hot, adult contemporary music, fun contests, and great local talent on Jackson's flagship music station. McKibbin Radio Group also owns a variety of other stations in the region.

105.3 K Jackson's Hit Music

WKHM - Jackson's NewsTalk 970 AM / 101.5 FM

95.9 The Power Cow

Emmon's Service Beautification Sponsor

Emmon's Service Inc. has been with Macker Jackson since the beginning, as they kindly contribute roll-off bins and waste removal services to keep the downtown area looking fresh!

Please take care of your trash and leave the City better than you found it!



THANK YOU 2023 PRESENTING SPONSORS!

art moehn Chevrolet and your Michigan Chevy Team

DOLL n' BURGERS

Southern Michigan Bank & Trust

Macker

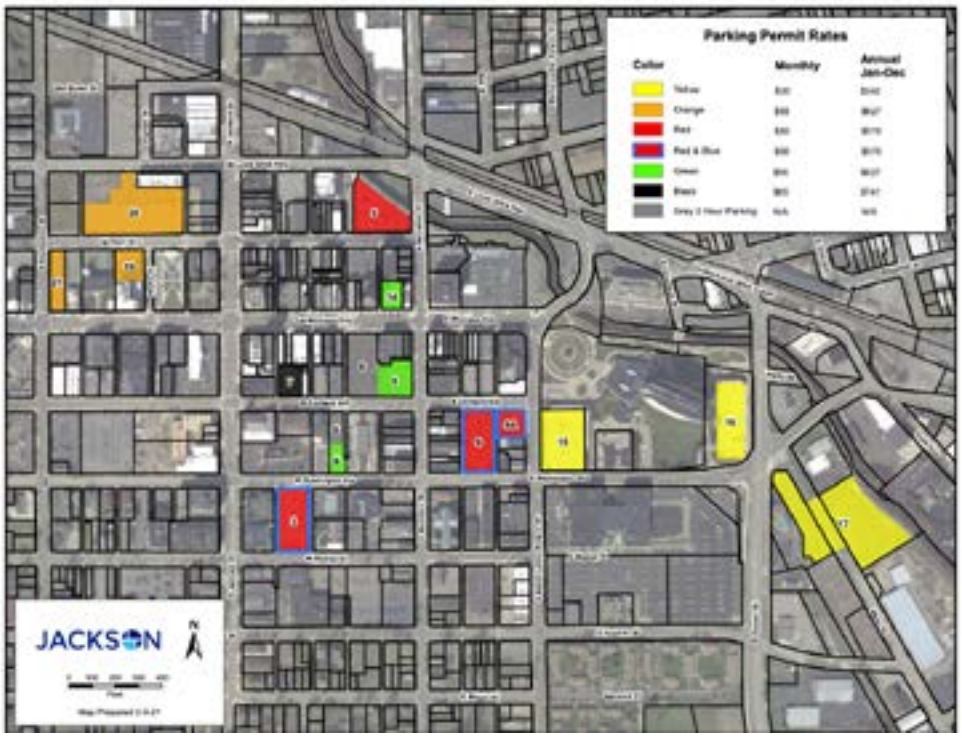
Parking

Due to limited parking downtown it is imperative that Macker players park at the **Parking Garages surrounding Consumers Energy**. These are **lots 15** and **16** on the map and located at:

Primary: 1 Energy Plaza

Alt: 2330 E Washington Ave

Most lots are marked with permit only signage; Gus Macker and Gus Macker Jackson are not liable to towings; please park as directed above.



Jackson College Postcard Sponsor

Jackson College supported Gus Macker #JacksonMI this year as our printing sponsor with the production and mailing of 3,000+ postcards to Macker families across the nation.
Click their logo to learn more about Programs of Study and Pathway breakdowns that JC offers, as well as the growing Sport Management program!

Lester Brothers Toilet Bowl Sponsor

Our friends at Lester Brothers and All American Portable Toilets are this years Toilet Bowl Sponsor across all age divisions! The Toilet Bowl is a unique differentiator in the Macker tournament cycle, as it provides all teams with a chance to celebrate even when faced with adversity early on.
Toilets are also located on Hayes Court and in the parking lot near the Top Men's Court.

Jackson College

Lester Brothers
EXCAVATING • TRUCKING • SEPTIC MAINTENANCE

THANK YOU 2023 PRESENTING SPONSORS!

art moehn Chevrolet and your Michigan Chevy Team

DOLL n' BURGERS

SOUTHERN MICHIGAN BANK & TRUST

MACKER

Other Happenings

The Market operates Saturday morning near Grand River Brewery 1 block north of the Top Men's Court. There will be a variety of vendors on site, so feel free to take a look after your first game!

Tilted Arcade and Axe Play are two bars in Downtown that will be a great stop for adults after hours! Kids are welcome to both, but require supervision.

Bright Walls is a public art district throughout Jackson that was created through the work volunteer members of the Jackson Young Professionals. In just five years, the festival has hosted artists from across the globe and brought more than 75 murals to the downtown district — creating a new destination in our community.

Lammers Heating + Cooling Main Stage Sponsor

Lammers Heating and Air Conditioning has been the Main Stage Sponsor since the Macker returned to Jackson in 2018. Aside from hoops, the team is dedicated to providing the best possible solution for your home or business. You can count on them to provide you with a system and solution that fits your unique needs and since they've installed many systems in this area, they've earned a reputation for doing the job right the first time.

Experience Jackson Opening Ceremony Sponsor

Due to the support of EJ, we will have youth vocalists from the Jackson Symphony Orchestra perform the National Anthem as the MI Army National Guard presents our nations colors. You can't miss this!



THANK YOU 2023 PRESENTING SPONSORS!

art moehn Chevrolet and your Michigan Chevy Team
DOLL n' BURGERS
SOUTHERN MICHIGAN BANK & TRUST
MACKER

JACKSON
Founded 1829

MEMO TO: Mayor and City Councilmembers

FROM: Jonathan Greene, City Manager

DATE: May 14, 2024

SUBJECT: Special Event Application: Southside Summerfest Events

---

Recommendation:

Approve a request from Partial to Girls to host their Southside Summerfest Events on May 31, June 1, June 2 in Elnora Moorman Plaza and on Milwaukee Street in Jackson.

Attached is a memo and supporting paperwork from Beth Kuiper regarding the Special Event Application for the Partial to Girls Southside Summerfest Events.

I recommend approval of the special event application for the Partial to Girls Southside Summerfest Events. Your consideration and concurrence is appreciated.

JG

JACKSON
Founded 1829

DEPARTMENTAL REPORT

MEMO TO: Jonathan Greene, City Manager

FROM: DDA Director , DDA Director

DATE: May 14, 2024

RECOMMENDATION: Approve a request from Partial to Girls to host their Southside Summerfest Events on May 31, June 1, June 2 in Elnora Moorman Plaza and on Milwaukee Street in Jackson.

ISSUE STATEMENT

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

DEPARTMENT	APPROVAL	DENIAL	ECONOMIC IMPACT
DDA	X		$0.00
Engineering	X		$0.00
Fire	X		$0.00
Community Development	X		$0.00
Parks & Recreation	X		$1,775.00
Police	X		$0.00
Public Works	X		$400.00
		TOTAL	***$2,175.00***

DESCRIBE THE CONSEQUENCES

Conditions & Considerations: Road closures; electricity; stage; trash; bathroom rentals

OWNERSHIP

Insurance Status: Insurance approved and on file with the City Attorney and DDA

SOLUTION

FACILITATE IMPLEMENTATION

Approve a request from Partial to Girls to host their Southside Summerfest Events on May 31, June 1, June 2 in Elnora Moorman Plaza and on Milwaukee Street in Jackson.

ATTACHMENTS

1. SEA--Southside Summer Fest

JACKSON
Founded 1829

City of Jackson Downtown Development Authority
161 W Michigan Ave, Jackson Michigan, MI 49201
Contact for questions at 517-768-6411 or aecon@cityofjackosn.org

SPECIAL EVENT APPLICATION

Application must be submitted 60 days PRIOR to event

Application Attachments

- ☐ $75 Application Fee
- ☐ $50 Late/Rush Fee (submitted post 60-day deadline)
- ☐ Insurance documentation for sponsoring organization
- ☐ Event Map –*Please indicate the location of all items*
- ☐ Liquor License & Liquor Liability Insurance (if applicable)
- ☐ Carnival Ride Permit (*if applicable*)
- ☐ Insurance documentation for all vendors (if applicable)

Make checks payable to "Downtown Development Authority"

Special Event Application Policy

Additional charges may occur if policies are broken.

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

Applicant Information

Sponsoring Organization Legal Name: PARTIAL TO Girls		
Address: 711 S Mechanic St		Phone: (517) 962-3073
Tax ID#: 85-1394411	Website: Southsidesummerfes.wixsite.com	
Contact Name: Salena Taylor	Phone: 517 962 3073	Email: SalenaTaylor67@gmail
Contact Name: Toneka Smith	Phone: 517 392 2587	Email: T.Smith
Contact Name During Event: Toneka Smith		Phone: (517) 392 2587

Event Information

Event Name: Southside Summer Fest

Event Date(s):	Set up Time:	Start Time:	End Time:	Tear Down Time:
1. MAY 31ST	4pm	6pm	9pm	9pm
2. JUNE 1ST	9am	11am	6pm	6pm
3. JUNE 2nd	10am	1pm	6pm	6pm

Has this event occurred before? ☑Yes, (if yes, how many previous years? 5 ☐No

Do you expect this event to occur again next year? Yes What is the expected attendance for this event? 1000+

Type of Event (*please check all that apply*)

☐Walk/Run ☑Festival ☐March/Parade ☐Other:_____

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

☐Horace Blackman Park

☐Bucky Harris Park

☐Ella Sharp Park *(requires Ella Sharp Board approval)*

☐GrandRiver Farmers Market Pavilion

☐TRUE City Square (Stage)

☑MLK Equality Trail

☑Other Location: Elworn Moorman Plaza

☐ Streets: Milwaukee & High st.

☐Other Park:_____

Brief Description of Event

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

Festival Celebrating Southside Businesses, community and culture, with special performances and live music

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

Street Name:	Stanley	Cross Streets	Milwaukee		
Closure Start Date:	May 31st	Time:	4pm	Closure End Date:	June 2	Time:	6pm
Street Name:	Milwaukee	Cross Streets	High st.		
Closure Start Date:	May 31	Time:	4pm	Closure End Date:	June 2	Time:	6pm
Street Name:		Cross Streets			
Closure Start Date:		Time:		Closure End Date:		Time:	
Street Name:		Cross Streets			
Closure Start Date:		Time:		Closure End Date:		Time:	
Street Name:		Cross Streets			
Closure Start Date:		Time:		Closure End Date:		Time:	
Street Name:		Cross Streets			
Closure Start Date:		Time:		Closure End Date:		Time:	

City Resources Requests

Not all resources may be available at your requested site.

Please be specific and list any additional information or requests. Such requests might include assistance from the Police Department, Fire Department, Parks and Recreation Department, Public Works Department, etc. Attach additional pages, if needed.

☑ **Electrical Power:** Indicate electrical requirements: _____
Amount of electrical wattage needed: @ Elnora Amount of plug ins: _____
Locations of where plugs are needed: _____
****All electrical lines MUST be covered to limit tripping hazards. ****

☐ **Water Needs:** Indicate water requirements: _____
Amount of water needed: _____ Locations of where water is needed: _____

☑ **Food/Vendors:** Indicate vendors requirements: 2-4
Amount of electrical wattage needed: _____ Amount of plug ins: _____
Locations of where plugs are needed: _____ Number of vendors: _____

☐ **Alcohol Sales:** (If yes attach liquor license and liquor liability insurance)
Start Time: _____ End Time: _____

☐ **Amusement or Carnival Rides:** If yes indicate electrical requirements: _____
Amount of electrical wattage needed: _____ Amount of plug ins: _____
Locations of where plugs are needed: _____

☐ **Fireworks:** If yes indicate electrical requirements: _____
Amount of electrical wattage needed: _____ Amount of plug ins: _____
Locations of where plugs are needed: _____

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

☐ Other: _____

Additional Event Information

Garbage Plan: Brief description on garbage management for events with 100+ attendees.

10-12 Trash Barrells

Bathroom Plan: Brief description on bathroom(s) based on event size, duration, and services offered.

2 Porta Potty - [redacted]

Required Attachments for Application Processing

Insurance	
Please request the following documentation from your insurance carrier.	
Insurance Type	**Requirements**
Certificate of Liability Insurance *(MUST also be provided by all vendors)*	• Showing a liability coverage of at least $1,000,000 • Identifying "City of Jackson" & " Jackson Downtown Development Authority" as additional insured
Liquor Liability Insurance *(if needed)*	• Identifying "City of Jackson" & "Jackson Downtown Development Authority" as additional insured
XCU Fireworks Liability Insurance *(if needed; required for all fireworks displays)*	• Identifying "City of Jackson" & "Jackson Downtown Development Authority" as additional insured

☐ *I am a Level I Special Event (low resources), and would like to be considered for eligibility to enter a Hold Harmless Agreement with The City of Jackson in lieu of providing the above-required insurance documentation.*

Event Map *Details of all event activities MUST be included.*		
☐Route Plan	☐Emergency Vehicle Access	☐Restroom Locations
☐Vendor Locations	☐Dispersal Locations	☐Tables
☐Tent Locations	☑Trash Receptacles	☐Requested Reserved Parking
☐Assembly Locations	☐Requested Street Closures	☐Electrical Wires & Outlets
If these details change, a revised map must be provided seven days prior to event. *Revised maps cannot include any additional street use, reserved parking, or additional space reservations.*		

***Note:** We want to inform you that adjustments are being made to the City Special Event Application process to align with the demand for City resources and the overtime required to facilitate these events. As part of this process, we will gradually introduce limits and monetary requirements for utilizing city resources.

Special Event Application

Certification & Signature

1. I am the person with authority to act on behalf of the sponsoring organization.
2. I have submitted all required documents in support of the Special Event Application
3. A Special Event Application Fee is submitted along with this application.
4. Only the activities listed on the application will be permitted at the event. If additional activities are added, I will immediately contact the City of Jackson. I understand that the approval of my application may be withdrawn or additional action required.
5. All food vendors must be approved by the Jackson County Health Department and each food and other vendor must provide the City of Jackson with a Certificate of Insurance which names the City of Jackson and the Downtown Development Authority as additional insured parties on the policy.
6. Fire Department permit and approval is required for events including display fireworks. Extreme Close-Up (XCU) fireworks liability insurance is required for all fireworks display.
7. **The approval of this special event may include additional requirements, limitations, or fees based on the City's review of the application.**
8. If I, or my organization, fail to clean up and repair damages to the event area, my organization may be billed for City services, and that failure to clean up and repair damage will be considered for future applications.
9. As the duly authorized agent of the sponsoring organization applying for approval of the Special Event, I affirm the above understandings and agree that my sponsoring organization will comply with the terms of the written confirmation of approval and all City requirements, ordinances and other laws which apply to this Special Event.
10. By signing this Special Event Application, I declare I am 21 years of age or older.
11. If required to provide liability insurance, the sponsoring organization will add the City of Jackson and the Downtown Development Authority as additional insured parties on the sponsoring organization's liability policy.
12. On behalf of the sponsoring organization, I agree that the sponsoring organization will defend, indemnify, and hold harmless the City of Jackson, its officers, employees and agents from and against any claim, demand, suit, loss, cost or expense, or any damage, which may be asserted, claimed, or recovered against or from the City of Jackson, its officers, employees, and agent, by reason of any damage to property, bodily injury, or death, sustained by any person whomsoever, and which damage, injury, or death arises out of or is incident to or in any way connected with or related to this Special Event.
13. The City of Jackson reserves the right to waive any requirements of this policy in the interests of the health, safety, and welfare of the citizens of Jackson.

Signature: Jalena Taylor

Date: 3/20/2024

Office Use ONLY

Application Received:

Date:

Time: A.E 3/28

By:

Application Fee Received:

Application Requirements

Application MUST be submitted 60 days PRIOR to event

NO EXCEPTIONS

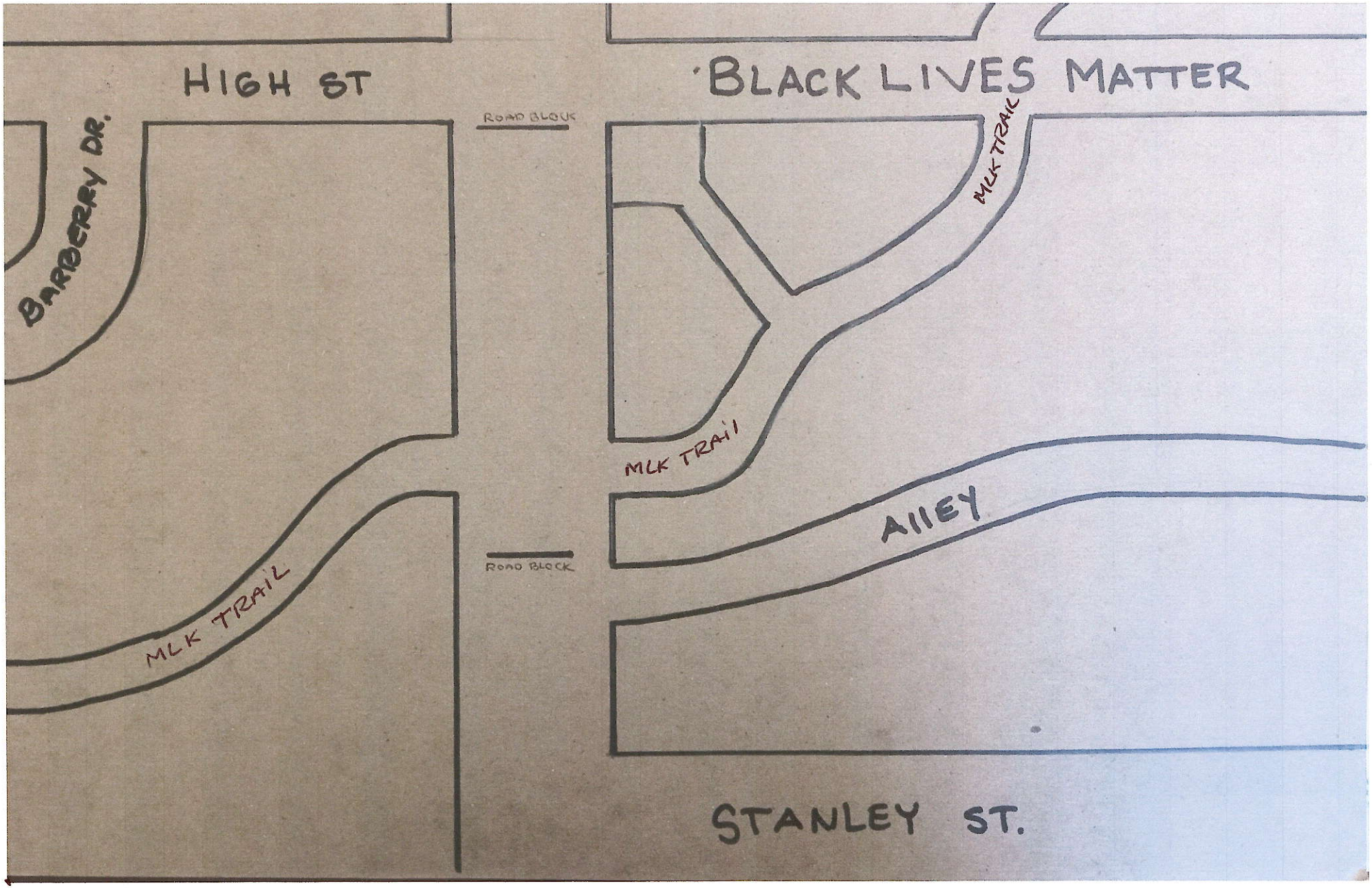
Application MUST be submitted along with all required attachments to:

City of Jackson
Downtown Development Authority Office
161 W Michigan Ave, 5th Floor
Jackson Michigan, MI 49201 or
aecon@cityofjackson.org
(517) 768-6411

Prohibited Items

Additional fees may apply if policies are not followed

No ground stakes
No confetti or glitter
No use of outlets without prior approval


HIGH ST
'BLACK LIVES MATTER
BARBERRY DR.
ROAD BLOCK
MLK TRAIL
MLK TRAIL
MLK TRAIL
ALLEY
ROAD BLOCK
STANLEY ST.

CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY): 03/27/2024

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must have ADDITIONAL INSURED provisions or be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER	CONTACT NAME: Cory Richardson	
Stop 1 Insurance Agency llc 6100 S Cedar St Ste 2 LANSING MI 48911	PHONE (A/C, No, Ext): (517) 993-5300	FAX (A/C, No):
	E-MAIL ADDRESS: cedar@stop1insurance.com	
	INSURER(S) AFFORDING COVERAGE	NAIC #
	INSURER A : UNITED STATES LIABILITY INSURANCE COMPAN	
INSURED PARTIAL TO GIRLS 711 S MECHANIC ST JACKSON MI 49203	INSURER B :	
	INSURER C :	
	INSURER D :	
	INSURER E :	
	INSURER F :	

COVERAGES **CERTIFICATE NUMBER:** **REVISION NUMBER:**

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS	
A	X **COMMERCIAL GENERAL LIABILITY** CLAIMS-MADE / OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: POLICY / PRO-JECT / LOC OTHER:			SE1071569	05/31/2024	06/05/2024	EACH OCCURRENCE DAMAGE TO RENTED PREMISES (Ea occurrence) MED EXP (Any one person) PERSONAL & ADV INJURY GENERAL AGGREGATE PRODUCTS - COMP/OP AGG	$ 1,000,000 $ 1,000,000 $ 1,000 $ 1,000,000 $ 2,000,000 $
	AUTOMOBILE LIABILITY ANY AUTO OWNED AUTOS ONLY / SCHEDULED AUTOS HIRED AUTOS ONLY / NON-OWNED AUTOS ONLY						COMBINED SINGLE LIMIT (Ea accident) BODILY INJURY (Per person) BODILY INJURY (Per accident) PROPERTY DAMAGE (Per accident)	$ $ $ $
	UMBRELLA LIAB / OCCUR **EXCESS LIAB** / CLAIMS-MADE DED / RETENTION $						EACH OCCURRENCE AGGREGATE	$ $
	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? Y / N **(Mandatory in NH)** If yes, describe under DESCRIPTION OF OPERATIONS below	N / A					PER STATUTE / OTH-ER E.L. EACH ACCIDENT E.L. DISEASE - EA EMPLOYEE E.L. DISEASE - POLICY LIMIT	$ $ $

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

CERTIFICATE HOLDER NAMED AS ADDITIONAL INSURED

CERTIFICATE HOLDER

CITY OF JACKSON
161 W MICHIGAN AVE
JACKSON MI 49201

CANCELLATION

SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.

AUTHORIZED REPRESENTATIVE

CORY N RICHARDSON

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CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY): 03/27/2024

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

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PRODUCER	CONTACT NAME: Cory Richardson	
Stop 1 Insurance Agency llc 6100 S Cedar St Ste 2 LANSING MI 48911	PHONE (A/C, No, Ext): (517) 993-5300	FAX (A/C, No):
	E-MAIL ADDRESS: cedar@stop1insurance.com	
	INSURER(S) AFFORDING COVERAGE	NAIC #
	INSURER A : UNITED STATES LIABILITY INSURANCE COMPAN	
INSURED PARTIAL TO GIRLS 711 S MECHANIC ST JACKSON MI 49203	INSURER B :	
	INSURER C :	
	INSURER D :	
	INSURER E :	
	INSURER F :	

COVERAGES **CERTIFICATE NUMBER:** **REVISION NUMBER:**

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INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS	
A	[X] COMMERCIAL GENERAL LIABILITY [ ] CLAIMS-MADE [ ] OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: [ ] POLICY [ ] PRO-JECT [ ] LOC [ ] OTHER:			SE1071569	05/31/2024	06/05/2024	EACH OCCURRENCE DAMAGE TO RENTED PREMISES (Ea occurrence) MED EXP (Any one person) PERSONAL & ADV INJURY GENERAL AGGREGATE PRODUCTS - COMP/OP AGG 	$ 1,000,000 $ 1,000,000 $ 1,000 $ 1,000,000 $ 2,000,000 $ $
	AUTOMOBILE LIABILITY [ ] ANY AUTO [ ] OWNED AUTOS ONLY [ ] SCHEDULED AUTOS [ ] HIRED AUTOS ONLY [ ] NON-OWNED AUTOS ONLY						COMBINED SINGLE LIMIT (Ea accident) BODILY INJURY (Per person) BODILY INJURY (Per accident) PROPERTY DAMAGE (Per accident) 	$ $ $ $ $
	[ ] UMBRELLA LIAB [ ] OCCUR [ ] EXCESS LIAB [ ] CLAIMS-MADE [ ] DED [ ] RETENTION $						EACH OCCURRENCE AGGREGATE 	$ $ $
	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? Y / N [ ] **(Mandatory in NH)** If yes, describe under DESCRIPTION OF OPERATIONS below	N / A					[ ] PER STATUTE [ ] OTH-ER E.L. EACH ACCIDENT E.L. DISEASE - EA EMPLOYEE E.L. DISEASE - POLICY LIMIT	 $ $ $

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

CERTIFICATE HOLDER NAMED AS ADDITIONAL INSURED

CERTIFICATE HOLDER

JACKSON DOWNTOWN DEVELOPMENT AUTHORITY
161 W MICHIGAN AVE
JACKSON MI 49201

CANCELLATION

SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.

AUTHORIZED REPRESENTATIVE

CORY N RICHARDSON

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JACKSON
Founded 1829

MEMO TO: Mayor and City Councilmembers

FROM: Jonathan Greene, City Manager

DATE: May 14, 2024

SUBJECT: Special Event Application: Big Miles for Little Smiles

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Recommendation:

Approve a request from the Big Brothers Big Sisters to host Big Miles for Little Smiles on September 22, 2024 at Ella Sharp Park.

I recommend approval of the special event application for “Big Miles for Little Smiles.” Your consideration and concurrence is appreciated.

JG

JACKSON
Founded 1829

DEPARTMENTAL REPORT

MEMO TO: Jonathan Greene, City Manager

FROM: DDA Director , DDA Director

DATE: May 14, 2024

RECOMMENDATION: Approve a request from the Big Brothers Big Sisters to host Big Miles for Little Smiles on September 22, 2024 at Ella Sharp Park.

ISSUE STATEMENT

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

DEPARTMENT	APPROVAL	DENIAL	ECONOMIC IMPACT
DDA	X		$0.00
Engineering	X		$0.00
Fire	X		$0.00
Community Development	X		$0.00
Parks & Recreation	X		$0.00
Police	X		$200.00
Public Works	X		$800.00
		TOTAL	***$1000.00***

DESCRIBE THE CONSEQUENCES

Conditions & Considerations: Road closed barricades

OWNERSHIP

Insurance Status: Copy of Insurance on file

SOLUTION

FACILITATE IMPLEMENTATION

Approve a request from the Big Brothers Big Sisters to host Big Miles for Little Smiles on September 22, 2024 at Ella Sharp Park.

ATTACHMENTS

1. SEA--Big Miles Little Smiles

JACKSON
Founded 1829

City of Jackson Downtown Development Authority
161 W Michigan Ave, Jackson Michigan, MI 49201
Contact for questions at 517-768-6411 or aecon@cityofjackosn.org

SPECIAL EVENT APPLICATION

Application must be submitted 60 days PRIOR to event

Application Attachments

- ☑ $75 Application Fee
- ☐ $50 Late/Rush Fee (submitted post 60-day deadline)
- ☑ Insurance documentation for sponsoring organization
- ☑ Event Map –*Please indicate the location of all items*
- ☐ Liquor License & Liquor Liability Insurance (if applicable)
- ☐ Carnival Ride Permit (*if applicable*)
- ☑ Insurance documentation for all vendors (if applicable)

Make checks payable to "Downtown Development Authority"

Special Event Application Policy

Additional charges may occur if policies are broken.

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

Applicant Information

Sponsoring Organization Legal Name: Big Brothers Big Sisters of Jackson		
Address: 536 N. Jackson St., Jackson, MI 49201		Phone: (517) 784-7181
Tax ID#: 38-2221204	Website: https://www.bbbsjackson.org/	
Contact Name: Tony Hollow	Phone: 517-937-0958	Email: thollow@bbbsjackson.org
Contact Name: Karen Smith	Phone: 517-784-7181	Email: ksmith@bbbsjackson.org
Contact Name During Event: Lauren Miller	Lauren.Miller@cmsenergy.com	Phone: (517) 414-2185

Event Information

Event Name: Big Miles for Little Smiles

Event Date(s):	Set up Time:	Start Time:	End Time:	Tear Down Time:
September 22, 2024	7:30 am	9:00 am	10:30 am	11:00 am

Has this event occurred before? ☑Yes, (if yes, how many previous years? 1 Year. ☐No

Do you expect this event to occur again next year? Yes What is the expected attendance for this event? 150-175

Type of Event (*please check all that apply*)

☑Walk/Run ☐Festival ☐March/Parade ☐Other:

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

☐Horace Blackman Park

☐Bucky Harris Park

☑Ella Sharp Park *(requires Ella Sharp Board approval)*

☐GrandRiver Farmers Market Pavilion

☐TRUE City Square (Stage)

☐MLK Equality Trail

☐Other Location:

☐ Streets:

☐Other Park:

Brief Description of Event

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

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

Street Name: S. Oakwood Dr Cross Streets Stonewall Rd. & E. Hickory Dr.
Closure Start Date: 9/22/24 Time: 7:15 am Closure End Date: 9/22/24 Time: 11 am

Street Name: Maplewood Dr. Cross Streets S. Oakwood & Probert Rd.
Closure Start Date: 9/22/24 Time: 7:15 am Closure End Date: 9/22/24 Time: 11 am

Street Name: Elmdale Dr. Cross Streets E. Hickory Ave & S. Jackson St.
Closure Start Date: 9/22/24 Time: 7:15 am Closure End Date: 9/22/24 Time: 11 am

Street Name: Birchwood Dr. Cross Streets Elmdale Dr. & Maplewood Dr.
Closure Start Date: 9/22/24 Time: 7:15 am Closure End Date: 9/22/24 Time: 11 am

Street Name: Cross Streets
Closure Start Date: Time: Closure End Date: Time:

Street Name: Cross Streets
Closure Start Date: Time: Closure End Date: Time:

Required Attachments for Application Processing

Insurance

Please request the following documentation from your insurance carrier.

Insurance Type	Requirements
Certificate of Liability Insurance *(MUST also be provided by all vendors)*	• Showing a liability coverage of at least $1,000,000 • Identifying "City of Jackson" & " Jackson Downtown Development Authority" as additional insured
Liquor Liability Insurance *(if needed)*	• Identifying "City of Jackson" & "Jackson Downtown Development Authority" as additional insured
XCU Fireworks Liability Insurance *(if needed; required for all fireworks displays)*	• Identifying "City of Jackson" & "Jackson Downtown Development Authority" as additional insured

☐ *I am a Level I Special Event (low resources), and would like to be considered for eligibility to enter a Hold Harmless Agreement with The City of Jackson in lieu of providing the above-required insurance documentation.*

Event Map *Details of all event activities MUST be included.*		
☑Route Plan	☑Emergency Vehicle Access	☑Restroom Locations
☑Vendor Locations	☑Dispersal Locations	☑Tables
☑Tent Locations	☑Trash Receptacles	☑Requested Reserved Parking
☑Assembly Locations	☑Requested Street Closures	☐Electrical Wires & Outlets

If these details change, a revised map must be provided seven days prior to event.
Revised maps cannot include any additional street use, reserved parking, or additional space reservations.

***Note:** We want to inform you that adjustments are being made to the City Special Event Application process to align with the demand for City resources and the overtime required to facilitate these events. As part of this process, we will gradually introduce limits and monetary requirements for utilizing city resources.

City Resources Requests

Not all resources may be available at your requested site.

Please be specific and list any additional information or requests. Such requests might include assistance from the Police Department, Fire Department, Parks and Recreation Department, Public Works Department, etc. Attach additional pages, if needed.

☐ **Electrical Power:** Indicate electrical requirements:_____
Amount of electrical wattage needed:_____ Amount of plug ins: _____
Locations of where plugs are needed: _____
****All electrical lines MUST be covered to limit tripping hazards. ****

☐ **Water Needs**: Indicate water requirements:_____
Amount of water needed:_____ Locations of where water is needed: _____

☐ **Food/Vendors**: Indicate vendors requirements:_____
Amount of electrical wattage needed:_____ Amount of plug ins: _____
Locations of where plugs are needed: _____ Number of vendors: _____

☐ **Alcohol Sales**: (If yes attach liquor license and liquor liability insurance)
Start Time:_____ End Time: _____

☐ **Amusement or Carnival Rides**: If yes indicate electrical requirements:_____
Amount of electrical wattage needed:_____ Amount of plug ins: _____
Locations of where plugs are needed: _____

☐ **Fireworks**: If yes indicate electrical requirements:_____
Amount of electrical wattage needed:_____ Amount of plug ins: _____
Locations of where plugs are needed: _____

☑Traffic Cones ☐ Mobile Stage (*please circle* **15-foot** or **25-foot** *version*)

☐Other:_____

Additional Event Information

Garbage Plan: Brief description on garbage management for events with 100+ attendees.

We will have multiple garbage cans throughout the park and will take all trash with us when we leave.

Bathroom Plan: Brief description on bathroom(s) based on event size, duration, and services offered.

We will order Porta Potties for the day of the race.

Special Event Application

Certification & Signature

1. I am the person with authority to act on behalf of the sponsoring organization.
2. I have submitted all required documents in support of the Special Event Application
3. A Special Event Application Fee is submitted along with this application.
4. Only the activities listed on the application will be permitted at the event. If additional activities are added, I will immediately contact the City of Jackson. I understand that the approval of my application may be withdrawn or additional action required.
5. All food vendors must be approved by the Jackson County Health Department and each food and other vendor must provide the City of Jackson with a Certificate of Insurance which names the City of Jackson and the Downtown Development Authority as additional insured parties on the policy.
6. Fire Department permit and approval is required for events including display fireworks. Extreme Close-Up (XCU) fireworks liability insurance is required for all fireworks display.
7. **The approval of this special event may include additional requirements, limitations, or fees based on the City's review of the application.**
8. If I, or my organization, fail to clean up and repair damages to the event area, my organization may be billed for City services, and that failure to clean up and repair damage will be considered for future applications.
9. As the duly authorized agent of the sponsoring organization applying for approval of the Special Event, I affirm the above understandings and agree that my sponsoring organization will comply with the terms of the written confirmation of approval and all City requirements, ordinances and other laws which apply to this Special Event.
10. By signing this Special Event Application, I declare I am 21 years of age or older.
11. If required to provide liability insurance, the sponsoring organization will add the City of Jackson and the Downtown Development Authority as additional insured parties on the sponsoring organization's liability policy.
12. On behalf of the sponsoring organization, I agree that the sponsoring organization will defend, indemnify, and hold harmless the City of Jackson, its officers, employees and agents from and against any claim, demand, suit, loss, cost or expense, or any damage, which may be asserted, claimed, or recovered against or from the City of Jackson, its officers, employees, and agent, by reason of any damage to property, bodily injury, or death, sustained by any person whomsoever, and which damage, injury, or death arises out of or is incident to or in any way connected with or related to this Special Event.
13. The City of Jackson reserves the right to waive any requirements of this policy in the interests of the health, safety, and welfare of the citizens of Jackson.

Signature: Anthony S. Hollow

Date: 3/13/2024

Office Use ONLY	
Application Received:	
Date:	
Time:	4:32 4/1/7
By:	
Application Fee Received:	

Application Requirements

Application MUST be submitted 60 days PRIOR to event

*****NO EXCEPTIONS*****

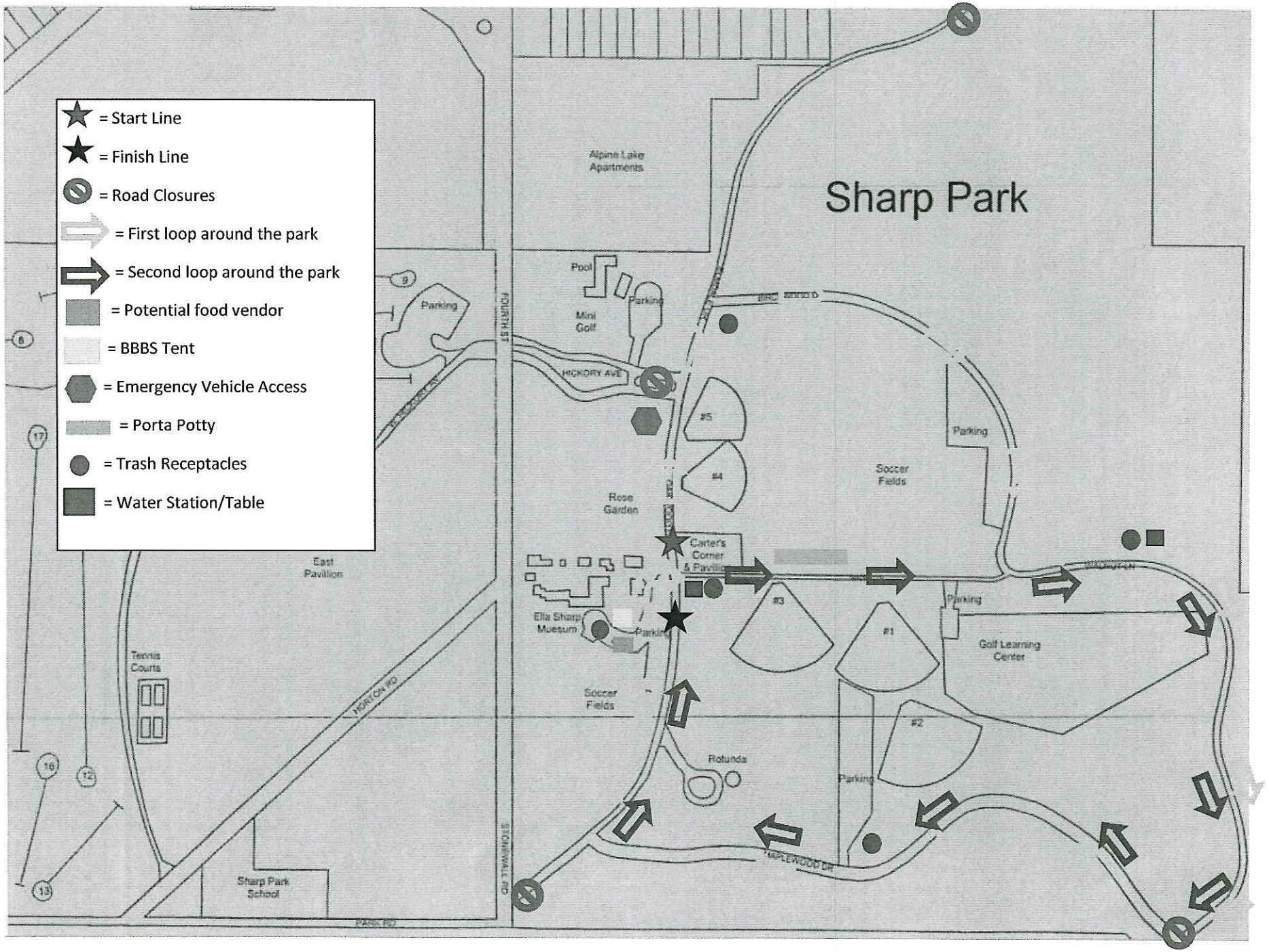
Application MUST be submitted along with all required attachments to:

City of Jackson
Downtown Development Authority Office
161 W Michigan Ave, 5th Floor
Jackson Michigan, MI 49201 or
aecon@cityofjackson.org
(517) 768-6411

Prohibited Items

Additional fees may apply if policies are not followed

No ground stakes
No confetti or glitter
No use of outlets without prior approval


= Start Line
= Finish Line
= Road Closures
= First loop around the park
= Second loop around the park
= Potential food vendor
= BBBS Tent
= Emergency Vehicle Access
= Porta Potty
= Trash Receptacles
= Water Station/Table
Sharp Park
Alpine Lake Apartments
Pool
Parking
Mini Golf
HICKORY AVE
#5
#4
Rose Garden
Carter's Corner & Pavilion
Parking
Soccer Fields
#3
#1
Golf Learning Center
Ella Sharp Museum
Parking
Soccer Fields
#2
Rotunda
Parking
MAPLEWOOD DR
FOURTH ST
STONEWALL RD
HORTON RD
PASS RD
East Pavilion
Tennis Courts
Sharp Park School
9
8
17
16
12
13

Event Description

We're thrilled to invite you to participate in our 2nd Annual 5K run/walk, Big Miles for Little Smiles, hosted by Big Brothers Big Sisters of Jackson County, on September 22nd, 2024! This family-friendly event will take place at Ella Sharp Park, and we can't wait for you to join us for a day of fun, fitness, and community spirit.

The race course is a scenic 5K (3.1 miles) that winds through the beautiful Ella Sharp Park in Jackson, Michigan. Whether you're an experienced runner or just starting out, this race is perfect for you!

But this race is about more than just physical fitness. We're proud to support Big Brothers Big Sisters of Jackson County, a nonprofit organization that has been helping children and youth reach their full potential for over a century. All proceeds from the race will go directly to Big Brothers Big Sisters of Jackson County to support their mission of providing positive adult role models to children who need them most.

By participating in this race, you'll be helping to make a difference in the lives of children and youth in our community. So gather your friends and family, lace up your running shoes, and join us for a day of fun and community spirit while supporting an important cause. Register today and be a part of this amazing event!

CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY): 03/26/2024

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must have ADDITIONAL INSURED provisions or be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER John L. Kirby & Associates, Inc. 4196 Herschel Street Jacksonville FL 32210	CONTACT NAME: John L Kirby PHONE (A/C, No, Ext): (904) 387-9798 FAX (A/C, No): (907) 387-9270 E-MAIL ADDRESS: alison@jlkirby.com
INSURED Big Brothers Big Sisters of Jackson County, Inc. 536 N. Jackson Street Jackson MI 49201 (517) 784-7181	INSURER(S) AFFORDING COVERAGE — NAIC # INSURER A: Great American Assurance Compa — 26344 INSURER B: INSURER C: INSURER D: INSURER E: INSURER F:

COVERAGES AB **CERTIFICATE NUMBER:** Cert ID 7333 (5) **REVISION NUMBER:**

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS	
A	X COMMERCIAL GENERAL LIABILITY CLAIMS-MADE [X] OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: [X] POLICY [ ] PRO-JECT [ ] LOC [ ] OTHER:			MAC113803209	08/28/2023	08/28/2024	EACH OCCURRENCE DAMAGE TO RENTED PREMISES (Ea occurrence) MED EXP (Any one person) PERSONAL & ADV INJURY GENERAL AGGREGATE PRODUCTS - COMP/OP AGG $	$ 1,000,000 $ 100,000 $ 5,000 $ 1,000,000 $ 3,000,000 $ 3,000,000 $
A	AUTOMOBILE LIABILITY [ ] ANY AUTO [ ] OWNED AUTOS ONLY [ ] SCHEDULED AUTOS [X] HIRED AUTOS ONLY [X] NON-OWNED AUTOS ONLY			MAC113803209	08/28/2023	08/28/2024	COMBINED SINGLE LIMIT (Ea accident) BODILY INJURY (Per person) BODILY INJURY (Per accident) PROPERTY DAMAGE (Per accident) $	$ 1,000,000 $ $ $ $
	[ ] UMBRELLA LIAB [ ] OCCUR [ ] EXCESS LIAB [ ] CLAIMS-MADE [ ] DED [ ] RETENTION $						EACH OCCURRENCE AGGREGATE $	$ $ $
	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY Y/N ANYPROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? [ ] N/A (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below						[ ] PER STATUTE [ ] OTH-ER E.L. EACH ACCIDENT E.L. DISEASE - EA EMPLOYEE E.L. DISEASE - POLICY LIMIT	 $ $ $
A	Professional Liability Abuse & Molestation			MAC113803209	08/28/2023	08/28/2024	Claims Made Form Any One Incident Aggregate Limit	$ 1,000,000 $ 3,000,000

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)
Additional insured by contract per form CG8970: City of Jackson and Jackson Downtown Development Authority 5K Walk September 22, 2024

CERTIFICATE HOLDER

City of Jackson and Jackson Downtown Development Authority
161 West Michigan Avenue

Jackson MI 49201

CANCELLATION

SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.

AUTHORIZED REPRESENTATIVE

John L Kirby Jr

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JACKSON
Founded 1829

MEMO TO: Mayor and City Councilmembers

FROM: Jonathan Greene, City Manager

DATE: May 14, 2024

SUBJECT: Special Event Application: Ruck to Remember Veterans Suicides

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Recommendation:

> Approve a request from the Jackson County Military Coalition to host their Ruck to Remember Veterans Suicides walk on August 24, 2024 at Keeley Park at Jackson Fairgrounds in downtown Jackson.

Attached is a memo and supporting paperwork from Beth Kuiper regarding the Special Event Application for Ruck to Remember Veterans Suicides.

I recommend approval of the special event application for the Ruck to Remember Veterans Suicides. Your consideration and concurrence is appreciated.

JG

JACKSON
Founded 1829

DEPARTMENTAL REPORT

MEMO TO: Jonathan Greene, City Manager

FROM: DDA Director , DDA Director

DATE: May 14, 2024

RECOMMENDATION: Approve a request from the Jackson County Military Coalition to host their Ruck to Remember Veterans Suicides walk on August 24, 2024 at Keeley Park at Jackson Fairgrounds and Veterans Memorial Park in downtown Jackson.

ISSUE STATEMENT

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

DEPARTMENT	APPROVAL	DENIAL	ECONOMIC IMPACT
DDA	X		$0.00
Engineering	X		$0.00
Fire	X		$0.00
Community Development	X		$0.00
Parks & Recreation	X		$0.00
Police	X		$250.00
Public Works	X		$0.00
		TOTAL	***$250.00***

DESCRIBE THE CONSEQUENCES

Conditions & Considerations: Use of city sidewalks.

OWNERSHIP

Insurance Status: Approval is dependent on the receipt of proper insurance documents

SOLUTION

FACILITATE IMPLEMENTATION

Approve a request from the Jackson County Military Coalition to host their Ruck to Remember Veterans Suicides walk on August 24, 2024 at Keeley Park at Jackson Fairgrounds and Veterans Memorial Park in downtown Jackson.

ATTACHMENTS

1. SEA--Ruck March

JACKSON
Founded 1829

City of Jackson Downtown Development Authority
161 W Michigan Ave, Jackson Michigan, MI 49201
Contact for questions at 517-768-6411 or aecon@cityofjackosn.org

SPECIAL EVENT APPLICATION

Application must be submitted 60 days PRIOR to event

Application Attachments

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

Make checks payable to "Downtown Development Authority"

Special Event Application Policy

Additional charges may occur if policies are broken.

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

Applicant Information

Sponsoring Organization Legal Name: Jackson County Military Coalition			
Address: 2547 N Diane St. Jackson Michigan 49201		Phone: (517) 4990926	
Tax ID#: 52-1389481	Website:		
Contact Name: Doug Brinker	Phone: 517-499-0926	Email: douglas.brinker@lifewaysmi.org	
Contact Name: Damien Wetzel	Phone: 517-416- 2703	Email: damien.wetzel@cmsenergy.com	
Contact Name During Event: Doug Brinker/Damien Wetzel		Phone: (517-499-0926 416-2703)	

Event Information

Event Name: Ruck to Remember Veterans Suicides

Event Date(s):	Set up Time:	Start Time:	End Time:	Tear Down Time:
24 Aug 24	0700	0900	1400	1500

Has this event occurred before? ☑Yes, (if yes, how many previous years? 1 ☐No

Do you expect this event to occur again next year? Yes What is the expected attendance for this event? 150-200

Type of Event (*please check all that apply*)

☒Walk/Run ☐Festival ☐March/Parade ☐Other:_____

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

☐Horace Blackman Park

☐Bucky Harris Park

☐Ella Sharp Park *(requires Ella Sharp Board approval)*

☐GrandRiver Farmers Market Pavilion

☐TRUE City Square (Stage)

☐MLK Equality Trail

☑Other Location: Keeley Park /Jackson Fairgrounds

☐ Streets: Sidewalks of Downtown Jackson

☐Other Park: Veterans Memorial Park

Brief description of Event

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

This will be a 5 k walk to remember Veteran Suicides. It will start and end at Keeley Park .
There will be a Car show sponsored by the Grass Lake VFW/American Legion.
Resource Vendors, Food Trucks and more TBD.

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

Street Name:_____ Cross Streets _____

Closure Start Date:_____ Time:_____ Closure End Date:_____ Time:_____

Street Name:_____ Cross Streets _____

Closure Start Date:_____ Time:_____ Closure End Date:_____ Time:_____

Street Name:_____ Cross Streets _____

Closure Start Date:_____ Time:_____ Closure End Date:_____ Time:_____

Street Name:_____ Cross Streets _____

Closure Start Date:_____ Time:_____ Closure End Date:_____ Time:_____

Street Name:_____ Cross Streets _____

Closure Start Date:_____ Time:_____ Closure End Date:_____ Time:_____

Street Name:_____ Cross Streets _____

Closure Start Date:_____ Time:_____ Closure End Date:_____ Time:_____

City Resources Requests

Not all resources may be available at your requested site.

Please be specific and list any additional information or requests. Such requests might include assistance from the Police Department, Fire Department, Parks and Recreation Department, Public Works Department, etc. Attach additional pages, if needed.

☑ **Electrical Power:** Indicate electrical requirements: Outlets turned on in the parking lot for vendors and food trucks
Amount of electrical wattage needed: 50-100 Amount of plug ins: 6
Locations of where plugs are needed: Parking Lot

****All electrical lines MUST be covered to limit tripping hazards. ****

Disregard city resource requests- All needs will be inside Keely Park/Fairgrounds

☑ **Water Needs**: Indicate water requirements: _____
Amount of water needed: _____ Locations of where water is needed: _____

☑ **Food/Vendors**: Indicate vendors requirements: Outlets to plug in the truck.
Amount of electrical wattage needed: 50-100 Amount of plug ins: 6
Locations of where plugs are needed: Food Court alley Number of vendors: 4-6

☐ **Alcohol Sales**: (If yes attach liquor license and liquor liability insurance)
Start Time: _____ End Time: _____

☐ **Amusement or Carnival Rides**: If yes indicate electrical requirements: _____
Amount of electrical wattage needed: _____ Amount of plug ins: _____
Locations of where plugs are needed: _____

☐ **Fireworks**: If yes indicate electrical requirements: _____
Amount of electrical wattage needed: _____ Amount of plug ins: _____
Locations of where plugs are needed: _____

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

☐Other: _____

Insurance

Please request the following documentation from your insurance carrier.

Insurance Type	Requirements
Certificate of Liability Insurance *(MUST also be provided by all vendors)*	• Showing a liability coverage of at least $1,000,000 • Identifying "City of Jackson" & " Jackson Downtown Development Authority as additional insured
Liquor Liability Insurance *(if needed)*	• Identifying "City of Jackson" & "Jackson Downtown Development Authority" as additional insured
XCU Fireworks Liability Insurance *(if needed; required for all fireworks displays)*	• Identifying "City of Jackson" & "Jackson Downtown Development Authority" as additional insured

☐ *I am a Level 1 Special Event (low resources), and would like to be considered for eligibility to enter a Hold Harmless Agreement with The City of Jackson in lieu of providing the above-required insurance documentation.*

Event Map *Details of all event activities MUST be included.*

☑Route Plan	☑Emergency Vehicle Access	☑Restroom Locations
☑Vendor Locations	☐Dispersal Locations	☑Tables
☑Tent Locations	☑Trash Receptacles	☐Requested Reserved Parking
☑Assembly Locations	☐Requested Street Closures	☑Electrical Wires & Outlets

If these details change, a revised map must be provided seven days prior to event.
Revised maps cannot include any additional street use, reserved parking, or additional space reservations.

Special Event Application

Certification & Signature

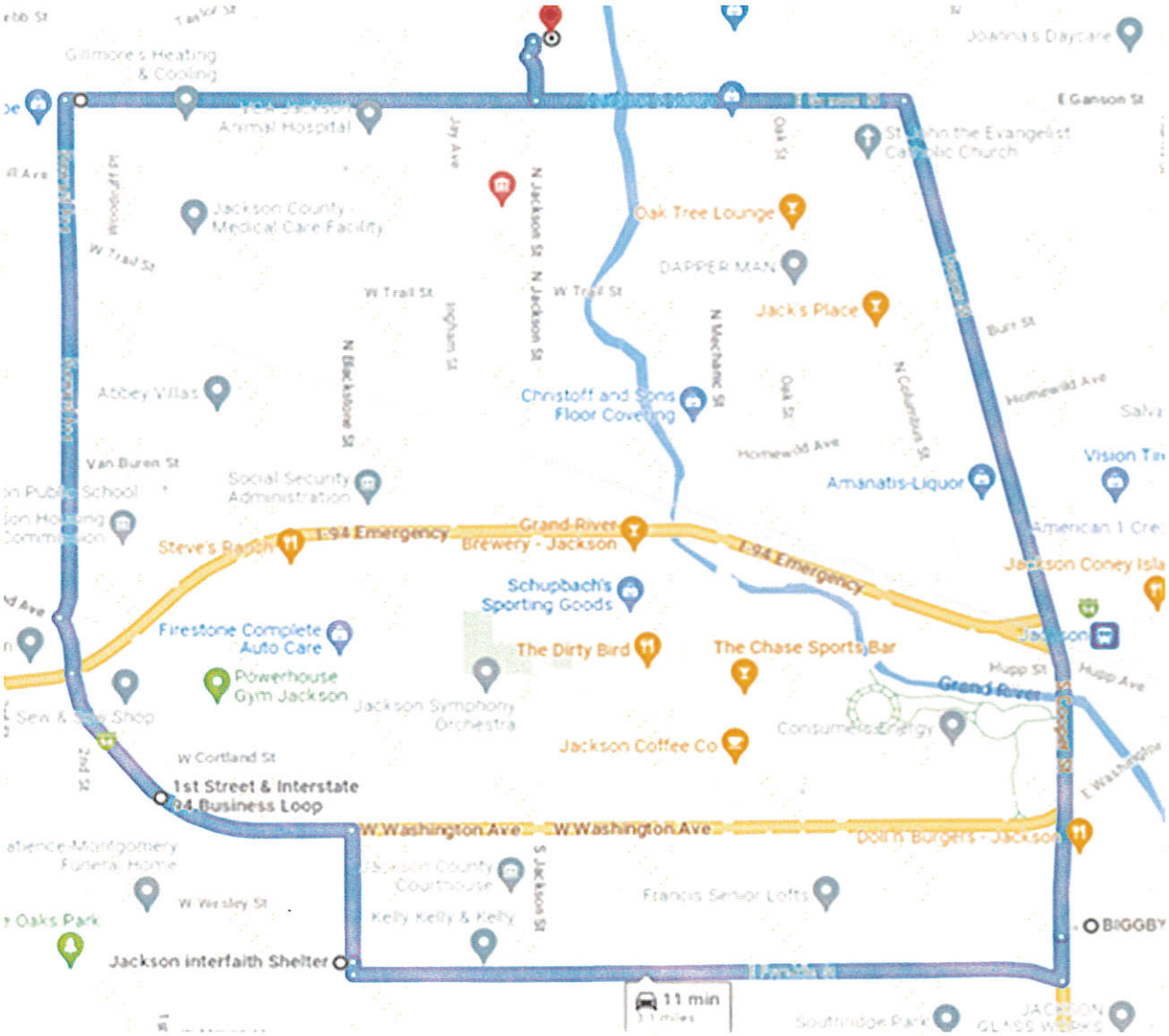
1. I am the person with authority to act on behalf of the sponsoring organization.
2. I have submitted all required documents in support of the Special Event application
3. A Special Event Application Fee is submitted along with this application.
4. Only the activities listed on the application will be permitted at the event. If additional activities are added, I will immediately contact the City of Jackson. I understand that the approval of my application may be withdrawn or additional action required.
5. All food vendors must be approved by the Jackson County Health Department and each food and other vendor must provide the City of Jackson with a Certificate of Insurance which names the City of Jackson and the Downtown Development Authority as additional insured parties on the policy.
6. Fire Department permit and approval is required for events including display fireworks. Extreme Close-Up (XCU) fireworks liability insurance is required for all fireworks display.
7. The approval of this special event may include additional requirements, limitations, or fees based on the City's review of the application.
8. If I, or my organization, fail to clean up and repair damages to the event area, my organization may be billed for City services, and that failure to clean up and repair damage will be considered for future applications.
9. As the duly authorized agent of the sponsoring organization applying for approval of the Special Event, I affirm the above understandings and agree that my sponsoring organization will comply with the terms of the written confirmation of approval and all City requirements, ordinances and other laws which apply to this Special Event.
10. By signing this Special Event Application, I declare I am 21 years of age or older.
11. If required to provide liability insurance, the sponsoring organization will add the City of Jackson and the Downtown Development Authority as additional insured parties on the sponsoring organization's liability policy.
12. On behalf of the sponsoring organization, I agree that the sponsoring organization will defend, indemnify, and hold harmless the City of Jackson, its officers, employees and agents from and against any claim, demand, suit, loss, cost or expense, or any damage, which may be asserted, claimed, or recovered against or from the City of Jackson, its officers, employees, and agent, by reason of any damage to property, bodily injury, or death, sustained by any person whomsoever, and which damage, injury, or death arises out of or is incident to or in any way connected with or related to this Special Event.
13. The City of Jackson reserves the right to waive any requirements of this policy in the interests of the health, safety, and welfare of the citizens of Jackson.

Signature: Douglas L. Brinker

Date: 27 Dec 23

Office Use ONLY
Application Received: Date: 3/12/2024 By: Andrea
Application Fee Received: Yes

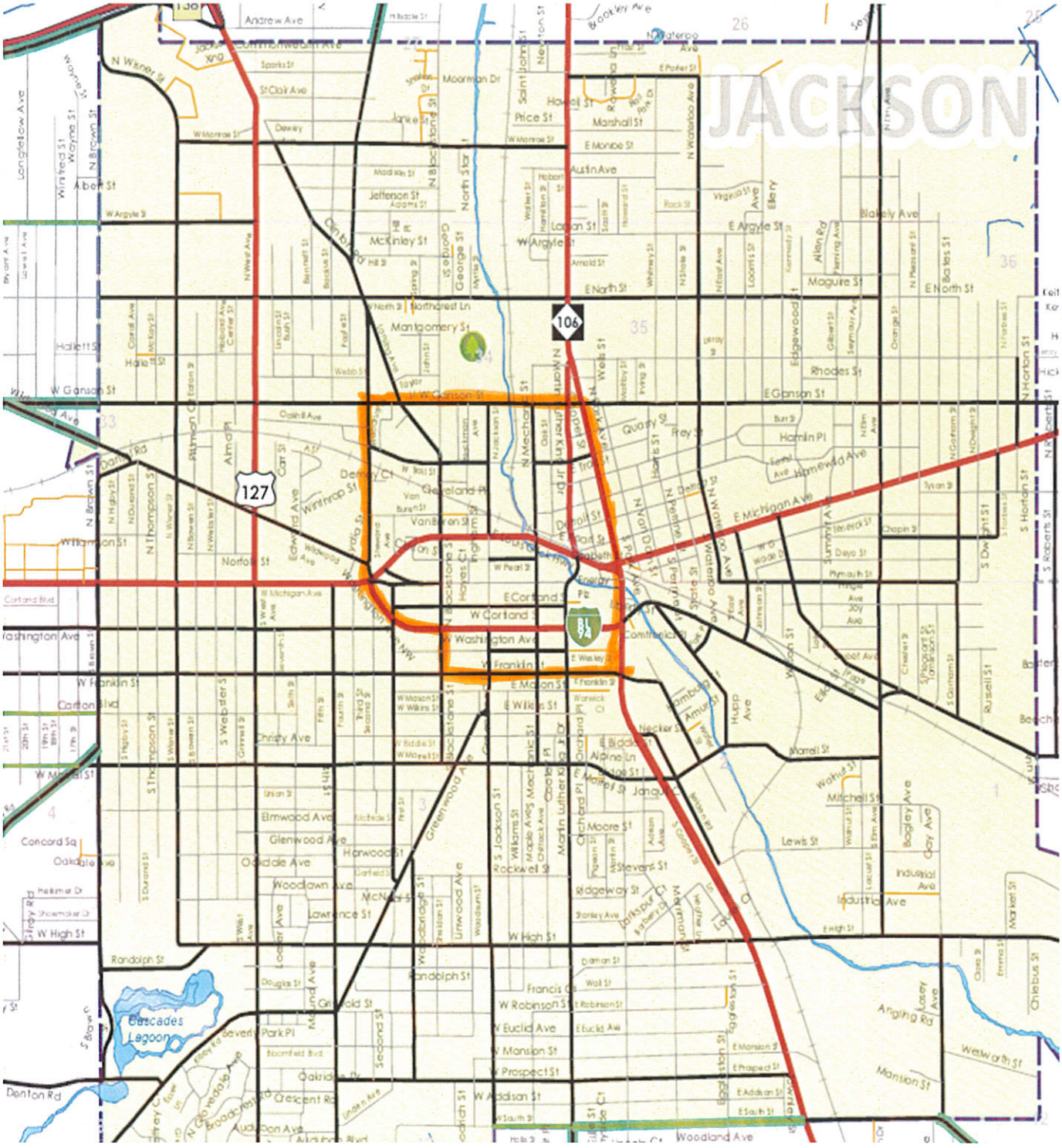
Application Requirements
Application MUST be submitted 60 days PRIOR to event *****NO EXCEPTIONS***** Application MUST be submitted along with all required attachments to: City of Jackson Downtown Development Authority Office 161 W Michigan Ave, 5th Floor Jackson Michigan, MI 49201 or aecon@cityofjackson.org (517) 768-6411
Prohibited Items *Additional fees may apply if policies are not followed*
No ground stakes No confetti or glitter No use of outlets without prior approval


Gilmore's Heating & Cooling
Joanna's Daycare
E Ganson St
Jackson County Medical Care Facility
Oak Tree Lounge
DAPPER MAN
Jack's Place
W Trail St
N Jackson St
N Mechanic St
Burr St
Abbey Villas
Christoff and Sons Floor Covering
Homewild Ave
Van Buren St
Social Security Administration
Amanatis-Liquor
Steve's Rapid
I-94 Emergency
Grand River Brewery - Jackson
Schupbach's Sporting Goods
Firestone Complete Auto Care
The Dirty Bird
The Chase Sports Bar
Powerhouse Gym Jackson
Jackson Symphony Orchestra
Jackson Coffee Co
Grand River
Hupp St
Hupp Ave
W Cortland St
1st Street & Interstate 94 Business Loop
W Washington Ave
Dolin Burgers - Jackson
Francis Senior Lofts
Kelly Kelly & Kelly
Jackson Interfaith Shelter
BIGGBY
11 min

Route – Veteran Suicide Prevention Ruck March – [redacted]

1. Blackstone & Ganson
2. Lansing Ave & Ganson
3. Stewart & Ganson (Crossing over Ganson – Turning Left) **Crossing Guards
4. Stewart & Oakhill
5. Stewart & Trail (will be passing Jackson High on Right/Reed Manor on left) CLINICIAN SPOT
6. Stewart & Wildwood (Turning Right)
7. Wildwood & Michigan Ave/Washington (Slight Right) **Crossing Guards
8. Washington & 2nd St.
9. Washington & 1st St.
10. Washington & Blackstone (Turning Right) CLINICIAN SPOT
11. Blackstone & Wesley
12. Blackstone & Franklin (Turning Left – cross over) Interfaith Shelter on Right.
13. Vietnam Veterans of America – Chapter 109 – Stopping Point CLINICIAN SPOT (Water & fruit)
14. Franklin & N. Jackson
15. Franklin & Mechanic **Site halfway mark
16. Franklin & Martin Luther King Jr.
17. Franklin & Cooper (Go to left side of Cooper St. sidewalk)
18. Cooper & Washington
19. Cooper & Hupp **Crossing Guards
20. Cooper & E. Michigan Ave ** Crossing Guards
21. Cooper & Pearl
22. Cooper & Detroit **Site 22 CLINICIAN SPOT
23. Cooper & Homewild
24. Cooper & Burr
25. Cooper & Trail
26. Cooper & Quarry
27. Cooper & Ganson (Cross over back to right sidewalk on Ganson)
28. Ganson & Martin Luther King Jr.
29. Ganson & Mechanic
30. Ganson & N. Jackson (Fairground entrance) CLINICIANS ON SITE

3.1 Miles total


JACKSON
106
127
Cascades Lagoon
W Washington Ave
W Franklin St
W Michigan Ave
E Michigan Ave
W Ganson St
E Ganson St
W Argyle St
E Argyle St
W Monroe St
E Monroe St
W Cortland
E Cortland
W High St
E North St
Mechanic St
Wisconsin Ave
Mason St
Wilkes St
Mitchell St
Lewis St
Ridgeway St
Industrial Ave
Randolph St
Woodland Ave
Andrew Ave
Commonwealth Ave
Montgomery St
Hamlin Pl
Homewood Ave
Rhodes St
Maguire St
Austin Ave
Jefferson St
McKinley St
Cleveland Pl
Van Buren St
Norfolk St
Winthrop St
Carlton Blvd
Concord Sq
Oakdale Ave
Glenwood Ave
Elmwood Ave
Woodlawn Ave
Lawrence St
Park Pl
Crescent Rd
Denton Rd
Angling Rd
Wewatta St
Manistee St
Addison St
Prospect St
Euclid Ave
Robinson St
Francis St
Moore St
Stewart St
Alpine Ln
Orchard Pl
Hupp Ave
Bagley Ave
Clay Ave
Chicago St
Mansion St
Summit Ave
Dwight St
Horton St
Roberts St
Webster St
Thompson St
Brown St
Detroit St
Quarry St
Rey St
Elizabeth St
Pearl St
Oak St
Division Ave
Cedar St
Grand River
Kalamazoo River

JACKSON
Founded 1829

MEMO TO: Mayor and City Councilmembers

FROM: Jonathan Greene, City Manager

DATE: May 14, 2024

SUBJECT: Special Event Application: Recovery Out Loud Walk

Recommendation:

> Approve a request from the Home of New Vision to host their Recovery Out Loud Walk on September 14, 2024, on the streets/sidewalks of Jackson.

Attached is a memo and supporting paperwork from Beth Kuiper regarding the Special Event Application for the Recovery Out Loud Walk.

I recommend approval of the special event application for the Recovery Out Loud Walk. Your consideration and concurrence is appreciated.

JG

JACKSON
Founded 1829

DEPARTMENTAL REPORT

MEMO TO: Jonathan Greene, City Manager

FROM: DDA Director , DDA Director

DATE: May 14, 2024

RECOMMENDATION: Approve a request from the Home of New Vision to host their Recovery Out Loud Walk on September 14, 2024, on the streets/sidewalks of Jackson.

ISSUE STATEMENT

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

DEPARTMENT	APPROVAL	DENIAL	ECONOMIC IMPACT
DDA	X		$0.00
Engineering	X		$0.00
Fire	X		$0.00
Community Development	X		$0.00
Parks & Recreation	X		$0.00
Police	X		$200.00
Public Works	X		$0.00
		TOTAL	***$200.00***

DESCRIBE THE CONSEQUENCES

Conditions & Considerations: Police Escort

OWNERSHIP

Insurance Status: Approval is dependent on the receipt of proper insurance documents.

SOLUTION

FACILITATE IMPLEMENTATION

Approve a request from the Home of New Vision to host their Recovery Out Loud Walk on September 14, 2024, on the streets/sidewalks of Jackson.

ATTACHMENTS

1. SEA---Recovery Out Loud

JACKSON
Founded 1829

City of Jackson Downtown Development Authority
161 W Michigan Ave, Jackson Michigan, MI 49201
Contact for questions at 517-768-6411 or aecon@cityofjackosn.org

SPECIAL EVENT APPLICATION

Application must be submitted 60 days PRIOR to event

Application Attachments

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

Make checks payable to "Downtown Development Authority"

Special Event Application Policy

Additional charges may occur if policies are broken.

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

Applicant Information

Sponsoring Organization Legal Name: Home of New Vision		
Address: 407 W Michigan Ave, Jackson, MI, 49202		Phone: 617)788-3596
Tax ID#: 38-3325410	Website: TheJRC.org	
Contact Name: James Dean	Phone: (517) 416 2017	Email: jdean@homeofnewvision.org
Contact Name: Brodie Cross	Phone: (517) 416 7593	Email: bcross@homeofnewvision.org
Contact Name During Event: Brodie Cross		Phone: (517) 416 7593

Event Information

Event Name: Recover Out Loud

Event Date(s):	Set up Time:	Start Time:	End Time:	Tear Down Time:
9-14-24	8 am	11 am	3 pm	5 pm

Has this event occurred before? ☒Yes, (if yes, how many previous years? 6 years ☐No

Do you expect this event to occur again next year? Yes What is the expected attendance for this event? 300

Type of Event (*please check all that apply*)

☑Walk/Run ☐Festival ☐March/Parade ☐Other:_____

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

☐Horace Blackman Park

☐Bucky Harris Park

☐Ella Sharp Park *(requires Ella Sharp Board approval)*

☐GrandRiver Farmers Market Pavilion

☐TRUE City Square (Stage)

☐MLK Equality Trail

☑Other Location: 407 W. Michigan Ave. Jackson 49201

☑Streets: See Attached

☐Other Park:_____

Brief description of Event

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

See Attached

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

Street Name: SEE Attached Cross Streets _____

Closure Start Date:_____ Time:_____ Closure End Date:_____ Time:_____

Street Name: Need Police Escort Cross Streets _____

Closure Start Date:_____ Time:_____ Closure End Date:_____ Time:_____

Street Name:_____ Cross Streets _____

Closure Start Date:_____ Time:_____ Closure End Date:_____ Time:_____

Street Name:_____ Cross Streets _____

Closure Start Date:_____ Time:_____ Closure End Date:_____ Time:_____

Street Name:_____ Cross Streets _____

Closure Start Date:_____ Time:_____ Closure End Date:_____ Time:_____

Street Name:_____ Cross Streets _____

Closure Start Date:_____ Time:_____ Closure End Date:_____ Time:_____

City Resources Requests

Not all resources may be available at your requested site.

Please be specific and list any additional information or requests. Such requests might include assistance from the Police Department, Fire Department, Parks and Recreation Department, Public Works Department, etc. Attach additional pages, if needed.

☐ **Electrical Power:** Indicate electrical requirements:_____
Amount of electrical wattage needed:_____ Amount of plug ins: _____
Locations of where plugs are needed: _____
****All electrical lines MUST be covered to limit tripping hazards. ****

☐ **Water Needs**: Indicate water requirements:_____
Amount of water needed:_____ Locations of where water is needed: _____

☐ **Food/Vendors**: Indicate vendors requirements:_____
Amount of electrical wattage needed:_____ Amount of plug ins: _____
Locations of where plugs are needed: _____ Number of vendors: _____

☐ **Alcohol Sales**: (If yes attach liquor license and liquor liability insurance)
Start Time:_____ End Time: _____

☐ **Amusement or Carnival Rides**: If yes indicate electrical requirements:_____
Amount of electrical wattage needed:_____ Amount of plug ins: _____
Locations of where plugs are needed: _____

☐ **Fireworks**: If yes indicate electrical requirements:_____
Amount of electrical wattage needed:_____ Amount of plug ins: _____
Locations of where plugs are needed: _____

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

☐Other:_____

Insurance

Please request the following documentation from your insurance carrier.

Insurance Type	Requirements
Certificate of Liability Insurance *(MUST also be provided by all vendors)*	• Showing a liability coverage of at least $1,000,000 • Identifying "City of Jackson" & " Jackson Downtown Development Authority as additional insured
Liquor Liability Insurance *(if needed)*	• Identifying "City of Jackson" & "Jackson Downtown Development Authority" as additional insured
XCU Fireworks Liability Insurance *(if needed; required for all fireworks displays)*	• Identifying "City of Jackson" & "Jackson Downtown Development Authority" as additional insured

☐ *I am a Level 1 Special Event (low resources), and would like to be considered for eligibility to enter a Hold Harmless Agreement with The City of Jackson in lieu of providing the above-required insurance documentation.*

Event Map *Details of all event activities MUST be included.*

☐Route Plan	☐Emergency Vehicle Access	☐Restroom Locations
☐Vendor Locations	☐Dispersal Locations	☐Tables
☐Tent Locations	☐Trash Receptacles	☐Requested Reserved Parking
☐Assembly Locations	☑Requested Street ~~Closures~~ Police Escort	☐Electrical Wires & Outlets

If these details change, a revised map must be provided seven days prior to event.
Revised maps cannot include any additional street use, reserved parking, or additional space reservations.

Special Event Application

Certification & Signature

1. I am the person with authority to act on behalf of the sponsoring organization.
2. I have submitted all required documents in support of the Special Event application
3. A Special Event Application Fee is submitted along with this application.
4. Only the activities listed on the application will be permitted at the event. If additional activities are added, I will immediately contact the City of Jackson. I understand that the approval of my application may be withdrawn or additional action required.
5. All food vendors must be approved by the Jackson County Health Department and each food and other vendor must provide the City of Jackson with a Certificate of Insurance which names the City of Jackson and the Downtown Development Authority as additional insured parties on the policy.
6. Fire Department permit and approval is required for events including display fireworks. Extreme Close-Up (XCU) fireworks liability insurance is required for all fireworks display.
7. The approval of this special event may include additional requirements, limitations, or fees based on the City's review of the application.
8. If I, or my organization, fail to clean up and repair damages to the event area, my organization may be billed for City services, and that failure to clean up and repair damage will be considered for future applications.
9. As the duly authorized agent of the sponsoring organization applying for approval of the Special Event, I affirm the above understandings and agree that my sponsoring organization will comply with the terms of the written confirmation of approval and all City requirements, ordinances and other laws which apply to this Special Event.
10. By signing this Special Event Application, I declare I am 21 years of age or older.
11. If required to provide liability insurance, the sponsoring organization will add the City of Jackson and the Downtown Development Authority as additional insured parties on the sponsoring organization's liability policy.
12. On behalf of the sponsoring organization, I agree that the sponsoring organization will defend, indemnify, and hold harmless the City of Jackson, its officers, employees and agents from and against any claim, demand, suit, loss, cost or expense, or any damage, which may be asserted, claimed, or recovered against or from the City of Jackson, its officers, employees, and agent, by reason of any damage to property, bodily injury, or death, sustained by any person whomsoever, and which damage, injury, or death arises out of or is incident to or in any way connected with or related to this Special Event.
13. The City of Jackson reserves the right to waive any requirements of this policy in the interests of the health, safety, and welfare of the citizens of Jackson.

Signature: Brooke M. Cross

Date: 2/23/24

Office Use ONLY	
Application Received:	
Date:	2/23/24
Time:	AE
By:	
Application Fee Received:	yes

Application Requirements

Application MUST be submitted 60 days PRIOR to event
NO EXCEPTIONS

Application MUST be submitted along with all required attachments to:
City of Jackson
Downtown Development Authority Office
161 W Michigan Ave, 5th Floor
Jackson Michigan, MI 49201 or aecon@cityofjackson.org
(517) 768-6411

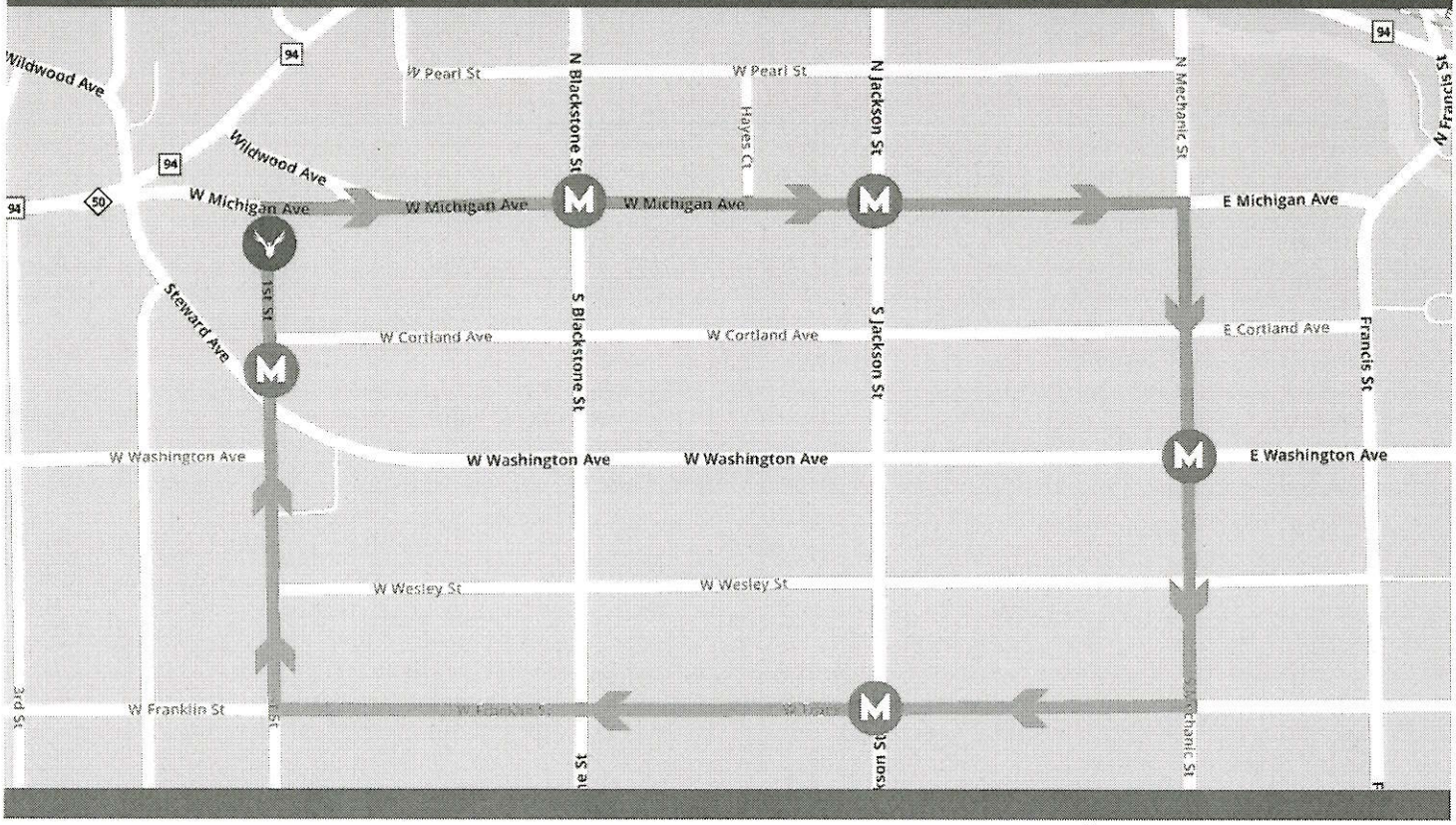
Prohibited Items

Additional fees may apply if policies are not followed

No ground stakes
No confetti or glitter
No use of outlets without prior approval

RECOVERY WALK ROUTE

JACKSON AREA RECOVERY COMMUNITY



WALK START/STOP

WALK ROUTE

WALK MARSHALL

Home of New Vision is proud to be partnering with the Jackson Area Recovery Community (JARC) for the **9th Annual Recovery Walk for Awareness** on September 14, 2024. This event aims to show our community that people can and do recover from substance use disorders. In showing the community that we do recover, we strive to take steps to erase the stigma surrounding substance use disorders.

Home of New Vision is a 501(c) (3) non-profit organization that provides programs and services to empower, protect, encourage, and enrich the lives of men, women, their families, and communities affected by the disease of addiction. Our philosophy is that substance use disorders are treatable and through education, treatment and support we can effectively reach a level of long-term recovery.

JACKSON
Founded 1829

MEMO TO: Mayor and City Councilmembers

FROM: Jonathan Greene, City Manager

DATE: May 14, 2024

SUBJECT: Special Event Application: Hot Air Jubilee

Recommendation:

Approve a request from Jacqueline Austin to host the Hot Air Jubilee on July 19-21, 2024 in Ella Sharp Park.

Attached is a memo and supporting paperwork from Beth Kuiper regarding the Special Event Application for the Hot Air Jubilee.

I recommend approval of the special event application for the Hot Air Jubilee. Your consideration and concurrence is appreciated.

JG

JACKSON
Founded 1829

DEPARTMENTAL REPORT

MEMO TO: Jonathan Greene, City Manager

FROM: DDA Director , DDA Director

DATE: May 14, 2024

RECOMMENDATION: Approve a request from Jacqueline Austin to host the Hot Air Jubilee on July 19-21, 2024 in Ella Sharp Park.

ISSUE STATEMENT

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

DEPARTMENT	APPROVAL	DENIAL	ECONOMIC IMPACT
DDA	X		$0.00
Engineering	X		$0.00
Fire	X		$0.00
Community Development	X		$0.00
Parks & Recreation	X		$0.00
Police	X		$2,000.00
Public Works	X		$800.00
		TOTAL	***$2,800.00***

DESCRIBE THE CONSEQUENCES

Conditions & Considerations: Police assistance; Fencing; Roadblocks; Road barriers; Road closures; Water hydrant access; Cones

OWNERSHIP

Insurance Status: Approved pending receipt of proper insurance documents and liquor license.

SOLUTION

FACILITATE IMPLEMENTATION

Approve a request from Jacqueline Austin to host the Hot Air Jubilee on July 19-21, 2024 in Ella Sharp Park.

ATTACHMENTS

1. SEA--Hot Air Jubilee

City of Jackson Downtown Development Authority
161 W Michigan Ave, Jackson Michigan, MI 49201
Contact for questions at 517-768-6411 or aecon@cityofjackosn.org

SPECIAL EVENT APPLICATION

Application must be submitted 60 days PRIOR to event

Application Attachments

- ☑ $75 Application Fee
- ☐ $50 Late/Rush Fee (submitted post 60-day deadline)
- ☐ Insurance documentation for sponsoring organization
- ☑ Event Map –*Please indicate the location of all items*
- ☐ Liquor License & Liquor Liability Insurance (if applicable)
- ☐ Carnival Ride Permit (*if applicable*)
- ☐ Insurance documentation for all vendors (if applicable)

Make checks payable to "Downtown Development Authority"

Special Event Application Policy

Additional charges may occur if policies are broken.

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

Applicant Information

Sponsoring Organization Legal Name: Hot Air Jubilee			
Address: P.O. Box 1838, Jackson, MI 49204		Phone: ( ) 517-782-1515	
Tax ID#: 38-3111323	Website: www.HotAirJubilee.com		
Contact Name: Jacqueline Austin	Phone: 517-414-7890	Email: jacqaustin@thinkjacksonmi.com	
Contact Name:	Phone:	Email:	
Contact Name During Event: Jacqueline Austin		Phone: ( ) 517-414-7890	

Event Information

Event Name: Hot Air Jubilee

Event Date(s):	Set up Time:	Start Time:	End Time:	Tear Down Time:
07/19/2024 - 07/21/2024	07/18 at 8:00a.	07/19 at 3:00p.	07/21 at 10:00a.	07/22 by 5:00p.

Has this event occurred before? ☑Yes, (if yes, how many previous years? Since 1983 ☐No

Do you expect this event to occur again next year? Yes What is the expected attendance for this event? 15,000

Type of Event (*please check all that apply*)

☐Walk/Run ☑Festival ☐March/Parade ☐Other:_____

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

☐Horace Blackman Park

☐Bucky Harris Park

☑Ella Sharp Park *(requires Ella Sharp Board approval)*

☐GrandRiver Farmers Market Pavilion

☐TRUE City Square (Stage)

☐MLK Equality Trail

☐Other Location:_____

☐ Streets:_____

☐Other Park:_____

Brief Description of Event

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

The mission of the Jackson Hot Air Jubilee is to contribute positively to the Jackson community by providing affordable, quality, family entertainment featuring the beauty, color and excitement of hot air balloons and other unique, one-of-a-kind attractions to the Jackson, Mid-Michigan and enthusiast communities. The Jackson Hot Air Jubilee accomplishes this by providing a financially sound event with the help of local volunteers and loyal sponsors.

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

Street Name: S. Oakwood Dr. Cross Streets Maplewood Dr. to Hickory Ave.
Closure Start Date: 07/19/2024 Time: 7:00a. Closure End Date: 07/21/2024 Time: 10:00a.

Street Name: Maplewood Dr. Cross Streets S. Oakwood Dr. to Birchwood Dr.
Closure Start Date: 07/19/2024 Time: 7:00a. Closure End Date: 07/21/2024 Time: 11:00a.

Street Name: S. Oakwood Dr. Cross Streets at Stonewall Rd.
Closure Start Date: 07/19/2024 Time: 7:00a. Closure End Date: 07/21/2024 Time: 11:00a.

Street Name:_____ Cross Streets _____
Closure Start Date:_____ Time:_____ Closure End Date:_____ Time:_____

Street Name:_____ Cross Streets _____
Closure Start Date:_____ Time:_____ Closure End Date:_____ Time:_____

Street Name:_____ Cross Streets _____
Closure Start Date:_____ Time:_____ Closure End Date:_____ Time:_____

City Resources Requests

Not all resources may be available at your requested site.

Please be specific and list any additional information or requests. Such requests might include assistance from the Police Department, Fire Department, Parks and Recreation Department, Public Works Department, etc. Attach additional pages, if needed.

☐ **Electrical Power:** Indicate electrical requirements:_____

Amount of electrical wattage needed:_____ Amount of plug ins: _____

Locations of where plugs are needed: _____

****All electrical lines MUST be covered to limit tripping hazards. ****

☑ **Water Needs**: Indicate water requirements: Access to hydrant east of the Planetarium & tap in field east of the pavillion

Amount of water needed:_____ Locations of where water is needed: Hydrant & Tap in field

☑ **Food/Vendors**: Indicate vendors requirements: We will be providing generators for any power needs

Amount of electrical wattage needed:_____ Amount of plug ins: _____

Locations of where plugs are needed: _____ Number of vendors: _____

☑ **Alcohol Sales**: (If yes attach liquor license and liquor liability insurance)

Start Time: 07/19 & 07/20 starting at 5:00p. End Time: 07/19 & 07/20 ending at 10:00p.

☐ **Amusement or Carnival Rides**: If yes indicate electrical requirements:_____

Amount of electrical wattage needed:_____ Amount of plug ins: _____

Locations of where plugs are needed: _____

☐ **Fireworks**: If yes indicate electrical requirements:_____

Amount of electrical wattage needed:_____ Amount of plug ins: _____

Locations of where plugs are needed: _____

☑Traffic Cones ☐ Mobile Stage (*please circle* **15-foot** or **25-foot** *version*)

☑Other: See attached for details

Additional Event Information

Garbage Plan: Brief description on garbage management for events with 100+ attendees.

We will be contracting with Emmons to provide trash bins and a small dumpster. Emmons will pick up trash/empty bins on Saturday morning to ensure proper disposal is available for the second day of the event. All trash bins & dumpster will be removed by Emmons no later than Monday morning.

Bathroom Plan: Brief description on bathroom(s) based on event size, duration, and services offered.

We will be contracting with All-American for 28 toilets plus handicap toilets plus hand washing stations for the duration of the event. All toilets will be refreshed Saturday morning to ensure cleanliness & healthy conditions for the second day of the event.

Required Attachments for Application Processing

Insurance

Please request the following documentation from your insurance carrier.

Insurance Type	Requirements
Certificate of Liability Insurance *(MUST also be provided by all vendors)*	• Showing a liability coverage of at least $1,000,000 • Identifying "City of Jackson" & " Jackson Downtown Development Authority" as additional insured
Liquor Liability Insurance *(if needed)*	• Identifying "City of Jackson" & "Jackson Downtown Development Authority" as additional insured
XCU Fireworks Liability Insurance *(if needed; required for all fireworks displays)*	• Identifying "City of Jackson" & "Jackson Downtown Development Authority" as additional insured

☐ *I am a Level 1 Special Event (low resources), and would like to be considered for eligibility to enter a Hold Harmless Agreement with The City of Jackson in lieu of providing the above-required insurance documentation.*

Event Map *Details of all event activities MUST be included.*		
☑Route Plan	☑Emergency Vehicle Access	☑Restroom Locations
☑Vendor Locations	☑Dispersal Locations	☐Tables
☑Tent Locations	☑Trash Receptacles	☑Requested Reserved Parking
☑Assembly Locations	☑Requested Street Closures	☑Electrical Wires & Outlets

If these details change, a revised map must be provided seven days prior to event.
Revised maps cannot include any additional street use, reserved parking, or additional space reservations.

***Note:** We want to inform you that adjustments are being made to the City Special Event Application process to align with the demand for City resources and the overtime required to facilitate these events. As part of this process, we will gradually introduce limits and monetary requirements for utilizing city resources.

Special Event Application

Certification & Signature

1. I am the person with authority to act on behalf of the sponsoring organization.
2. I have submitted all required documents in support of the Special Event Application
3. A Special Event Application Fee is submitted along with this application.
4. Only the activities listed on the application will be permitted at the event. If additional activities are added, I will immediately contact the City of Jackson. I understand that the approval of my application may be withdrawn or additional action required.
5. All food vendors must be approved by the Jackson County Health Department and each food and other vendor must provide the City of Jackson with a Certificate of Insurance which names the City of Jackson and the Downtown Development Authority as additional insured parties on the policy.
6. Fire Department permit and approval is required for events including display fireworks. Extreme Close-Up (XCU) fireworks liability insurance is required for all fireworks display.
7. **The approval of this special event may include additional requirements, limitations, or fees based on the City's review of the application.**
8. If I, or my organization, fail to clean up and repair damages to the event area, my organization may be billed for City services, and that failure to clean up and repair damage will be considered for future applications.
9. As the duly authorized agent of the sponsoring organization applying for approval of the Special Event, I affirm the above understandings and agree that my sponsoring organization will comply with the terms of the written confirmation of approval and all City requirements, ordinances and other laws which apply to this Special Event.
10. By signing this Special Event Application, I declare I am 21 years of age or older.
11. If required to provide liability insurance, the sponsoring organization will add the City of Jackson and the Downtown Development Authority as additional insured parties on the sponsoring organization's liability policy.
12. On behalf of the sponsoring organization, I agree that the sponsoring organization will defend, indemnify, and hold harmless the City of Jackson, its officers, employees and agents from and against any claim, demand, suit, loss, cost or expense, or any damage, which may be asserted, claimed, or recovered against or from the City of Jackson, its officers, employees, and agent, by reason of any damage to property, bodily injury, or death, sustained by any person whomsoever, and which damage, injury, or death arises out of or is incident to or in any way connected with or related to this Special Event.
13. The City of Jackson reserves the right to waive any requirements of this policy in the interests of the health, safety, and welfare of the citizens of Jackson.

Signature: Jacqueline Austin

Date: 04/08/2024

Office Use ONLY
Application Received: Date: A.E 4/9 Time: By:
Application Fee Received: Yes

Application Requirements
Application MUST be submitted 60 days PRIOR to event *****NO EXCEPTIONS***** Application MUST be submitted along with all required attachments to: City of Jackson Downtown Development Authority Office 161 W Michigan Ave, 5th Floor Jackson Michigan, MI 49201 or aecon@cityofjackson.org (517) 768-6411
Prohibited Items *Additional fees may apply if policies are not followed*
No ground stakes No confetti or glitter No use of outlets without prior approval

Special Event Application

2024 Additional Requests

Letter for Use of City Property: As part of the application for the liquor license, the state will require a letter from the City of Jackson stating that Ella Sharp Museum is permitted to use the city property to facilitate the HAJ Beer Tent. A letter was issued in previous years and we request this letter be issued for this year concurrent with the approval of the Special Event Application. All liquor sales will be handled by Ella Sharp Museum.

Golf Carts: We would like to request the use of 2 golf carts from Ella Sharp Golf. These will be used by police during the event. To be picked up by police officers on Friday 07/19 and Saturday 07/20.

Road Closed Barriers: We would request **TWO** "Road Closed" Barriers (Level 3 are preferred but Level 1 will work) at each of the 4 closed roads indicated on the map (orange markings). This will allow our parking attendants to close the roads as needed. 2-3 cones at each of these locations would also be helpful. 10 additional cones could be used at the north end of the event parking.

Fencing: We request the use of 10 pieces of black metal fencing and for them to be delivered to Ella Sharp Park (on the dirt road north of the launch field) on Thursday, July 18.

Back Park Roadblocks: We ask that the road blocks on Birchwood Dr. & Maplewood Dr. be temporarily opened for Model T rides. Only Model T cars would drive in the closed area (see route on event map) and rides will only take place 3p. until dark on festival dates.

Police Presence: We will work with the police department directly to determine the appropriate amount of police presence for the event.

Insurance: We will provide insurance policies as we get closer to the event as we have in previous years.

Note about Ella Sharp Museum: We are working directly with Ella Sharp Museum staff for access to their parking lots, building and other collaborations.

Additional Use of the Launch Field: The Hot Air Jubilee has been selected to host the Balloon Federation of America's Women's National Championship Competition. We will need access to the Launch Field at Ella Sharp Park July 15-July 19 for potential launch, target or landing location. No infrastructure will be needed or setup prior to the setup for the festival, just need access the launch field during these competition dates.

HOT AIR JUBILEE
JACKSON, MICHIGAN

EVENT MAP

Road Closures
Request 2 road closure signs and cones at each location

Water Access

Food Truck Area
We will be providing generators for electrical needs.

Portable Toilets

Tents



CITY OF JACKSON
Founded 1829

City Manager's Office
161 W. Michigan Ave. - Jackson, MI 49201
Phone: (517) 788-4035 • Facsimile: (517) 768-5820

MEMO TO: Mayor and City Council Members

FROM: Jonathan Greene, City Manager

DATE: May 14, 2024

SUBJECT: Special Event Application: Memorial Day Celebration

Recommendation:

Approve a request from the YPOP Explorers for a Memorial Day Celebration on May 27, 2024, from 12:00 p.m. to 2:00 p.m. on the streets of Jackson.

Attached is a memo and supporting paperwork from Beth Kuiper regarding the Special Event Application for the Memorial Day Celebration.

I recommend approval for the Memorial Day Celebration event. Your consideration and concurrence is appreciated.

JG

DEPARTMENTAL REPORT

MEMO TO: Jonathan Greene, City Manager

FROM: Beth Kuiper, Executive Director, DDA

DATE: May 14, 2024

RECOMMENDATION: Approve a request from the YPOP Explorers for a Memorial Day Celebration on May 27, 2024, from 12:00 p.m. to 2:00 p.m. on the streets of Jackson.

SUMMARY: Celebrating African American Veterans.

DEPARTMENTAL APPROVAL SUMMARY

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

DEPARTMENT	APPROVAL	DENIAL	ECONOMIC IMPACT
DDA	X		$0.00
Engineering	X		$0.00
Fire	X		$0.00
Community Development	X		$0.00
Parks & Recreation	X		$0.00
Police	X		$0.00
Public Works	X		$0.00
		TOTAL	***$0.00***

CONDITIONS & CONSIDERATIONS

Road closure

INSURANCE STATUS

The copy of insurance is on file.

ATTACHMENTS: Special Event Application: Memorial Day Celebration

JACKSON
Founded 1829

City of Jackson Downtown Development Authority
161 W Michigan Ave, Jackson Michigan, MI 49201
Contact for questions at 517-768-6411 or aecon@cityofjackosn.org

SPECIAL EVENT APPLICATION

Application must be submitted 60 days PRIOR to event

Application Attachments

- ☐ $75 Application Fee
- ☐ $50 Late/Rush Fee (submitted post 60-day deadline)
- ☐ Insurance documentation for sponsoring organization
- ☐ Event Map –*Please indicate the location of all items*
- ☐ Liquor License & Liquor Liability Insurance (if applicable)
- ☐ Carnival Ride Permit (*if applicable*)
- ☐ Insurance documentation for all vendors (if applicable)

Make checks payable to "Downtown Development Authority"

Special Event Application Policy

Additional charges may occur if policies are broken.

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

Applicant Information

Sponsoring Organization Legal Name: YPOP Explorers		
Address: 1106 Chi Hock Ave		Phone: (517) 474-0724
Tax ID#: 81-4766218	Website:	
Contact Name: Diane Washington	Phone: 517-474-0724	Email: dwashladylee@yahoo.com
Contact Name:	Phone:	Email:
Contact Name During Event: SAME		Phone: ( )

Event Information

Event Name: Memorial DAY Celebration

Event Date(s):	Set up Time:	Start Time:	End Time:	Tear Down Time:
May 27 2024	9:00 AM	12:00 Noon	2:00 PM	2:30 PM

Has this event occurred before? ☑Yes, (if yes, how many previous years? 2 ☐No

Do you expect this event to occur again next year? Yes What is the expected attendance for this event? 100

Type of Event (please check all that apply)

☐Walk/Run ☐Festival ☐March/Parade ☐Other: Memorial Day Celebration

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

☐Horace Blackman Park

☐Bucky Harris Park

☐Ella Sharp Park *(requires Ella Sharp Board approval)*

☐GrandRiver Farmers Market Pavilion

☐TRUE City Square (Stage)

☐MLK Equality Trail

☐Other Location: YPOP Gardens

☐ Streets: 1102 Maple Ave/151 Rockwell

☐Other Park:

Brief Description of Event

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

Celebrating and Honoring African American Veterans in the African Memorial Veterans Garden

Per Diane she wants just the corner of the park on Williams and Rockwell.

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

Street Name: Williams St Cross Streets Rockwell St / High St.

Closure Start Date: 5/27/24 Time: Closure End Date: 5/27/24 Time:

Street Name: Cross Streets

Closure Start Date: Time: Closure End Date: Time:

Street Name: Cross Streets

Closure Start Date: Time: Closure End Date: Time:

Street Name: Cross Streets

Closure Start Date: Time: Closure End Date: Time:

Street Name: Cross Streets

Closure Start Date: Time: Closure End Date: Time:

Street Name: Cross Streets

Closure Start Date: Time: Closure End Date: Time:

Street Name: Cross Streets

Closure Start Date: Time: Closure End Date: Time:

City Resources Requests

Not all resources may be available at your requested site.

Please be specific and list any additional information or requests. Such requests might include assistance from the Police Department, Fire Department, Parks and Recreation Department, Public Works Department, etc. Attach additional pages, if needed.

☐ **Electrical Power:** Indicate electrical requirements:_____
Amount of electrical wattage needed:_____ Amount of plug ins: _____
Locations of where plugs are needed: _____
****All electrical lines MUST be covered to limit tripping hazards. ****

☐ **Water Needs:** Indicate water requirements:_____
Amount of water needed:_____ Locations of where water is needed: _____

☐ **Food/Vendors:** Indicate vendors requirements:_____
Amount of electrical wattage needed:_____ Amount of plug ins: _____
Locations of where plugs are needed: _____ Number of vendors: _____

☐ **Alcohol Sales:** (If yes attach liquor license and liquor liability insurance)
Start Time:_____ End Time: _____

☐ **Amusement or Carnival Rides:** If yes indicate electrical requirements:_____
Amount of electrical wattage needed:_____ Amount of plug ins: _____
Locations of where plugs are needed: _____

☐ **Fireworks:** If yes indicate electrical requirements:_____
Amount of electrical wattage needed:_____ Amount of plug ins: _____
Locations of where plugs are needed: _____

☐ Traffic Cones ☑ Mobile Stage (*please circle* **15-foot** or **25-foot** *version*)
The stage is not available. Let Diane know 5/10/24 (M.E.)
☐ Other:_____

Additional Event Information

Garbage Plan: Brief description on garbage management for events with 100+ attendees.

Bathroom Plan: Brief description on bathroom(s) based on event size, duration, and services offered.

Required Attachments for Application Processing

Insurance

Please request the following documentation from your insurance carrier.

Insurance Type	Requirements
Certificate of Liability Insurance *(MUST also be provided by all vendors)*	• Showing a liability coverage of at least $1,000,000 • Identifying "City of Jackson" & " Jackson Downtown Development Authority" as additional insured
Liquor Liability Insurance *(if needed)*	• Identifying "City of Jackson" & "Jackson Downtown Development Authority" as additional insured
XCU Fireworks Liability Insurance *(if needed; required for all fireworks displays)*	• Identifying "City of Jackson" & "Jackson Downtown Development Authority" as additional insured

☐ *I am a Level 1 Special Event (low resources), and would like to be considered for eligibility to enter a Hold Harmless Agreement with The City of Jackson in lieu of providing the above-required insurance documentation.*

Event Map *Details of all event activities MUST be included.*		
☐Route Plan	☐Emergency Vehicle Access	☐Restroom Locations
☐Vendor Locations	☐Dispersal Locations	☐Tables
☐Tent Locations	☐Trash Receptacles	☐Requested Reserved Parking
☐Assembly Locations	☐Requested Street Closures	☐Electrical Wires & Outlets

If these details change, a revised map must be provided seven days prior to event.
Revised maps cannot include any additional street use, reserved parking, or additional space reservations.

***Note:** We want to inform you that adjustments are being made to the City Special Event Application process to align with the demand for City resources and the overtime required to facilitate these events. As part of this process, we will gradually introduce limits and monetary requirements for utilizing city resources.

Special Event Application

Certification & Signature

1. I am the person with authority to act on behalf of the sponsoring organization.
2. I have submitted all required documents in support of the Special Event Application
3. A Special Event Application Fee is submitted along with this application.
4. Only the activities listed on the application will be permitted at the event. If additional activities are added, I will immediately contact the City of Jackson. I understand that the approval of my application may be withdrawn or additional action required.
5. All food vendors must be approved by the Jackson County Health Department and each food and other vendor must provide the City of Jackson with a Certificate of Insurance which names the City of Jackson and the Downtown Development Authority as additional insured parties on the policy.
6. Fire Department permit and approval is required for events including display fireworks. Extreme Close-Up (XCU) fireworks liability insurance is required for all fireworks display.
7. **The approval of this special event may include additional requirements, limitations, or fees based on the City's review of the application.**
8. If I, or my organization, fail to clean up and repair damages to the event area, my organization may be billed for City services, and that failure to clean up and repair damage will be considered for future applications.
9. As the duly authorized agent of the sponsoring organization applying for approval of the Special Event, I affirm the above understandings and agree that my sponsoring organization will comply with the terms of the written confirmation of approval and all City requirements, ordinances and other laws which apply to this Special Event.
10. By signing this Special Event Application, I declare I am 21 years of age or older.
11. If required to provide liability insurance, the sponsoring organization will add the City of Jackson and the Downtown Development Authority as additional insured parties on the sponsoring organization's liability policy.
12. On behalf of the sponsoring organization, I agree that the sponsoring organization will defend, indemnify, and hold harmless the City of Jackson, its officers, employees and agents from and against any claim, demand, suit, loss, cost or expense, or any damage, which may be asserted, claimed, or recovered against or from the City of Jackson, its officers, employees, and agent, by reason of any damage to property, bodily injury, or death, sustained by any person whomsoever, and which damage, injury, or death arises out of or is incident to or in any way connected with or related to this Special Event.
13. The City of Jackson reserves the right to waive any requirements of this policy in the interests of the health, safety, and welfare of the citizens of Jackson.

Signature: Diane Washington

Date: 5/6/24

Office Use ONLY
Application Received:
Date: 5/6/24
Time:
By: M.E.
Application Fee Received:

Application Requirements
Application MUST be submitted 60 days PRIOR to event ***NO EXCEPTIONS***
Application MUST be submitted along with all required attachments to: City of Jackson Downtown Development Authority Office 161 W Michigan Ave, 5th Floor Jackson Michigan, MI 49201 or aecon@cityofjackson.org (517) 768-6411
Prohibited Items *Additional fees may apply if policies are not followed*
No ground stakes No confetti or glitter No use of outlets without prior approval

CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY): 09/19/2023

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must have ADDITIONAL INSURED provisions or be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER Beda Family Agency 134 W Michigan Ave. Ste 200 Jackson, MI 49201	CONTACT NAME: Eric Beda PHONE (A/C, No, Ext): 517-879-0440 FAX (A/C, No): E-MAIL ADDRESS: 5229staff@fbinsmi.com
INSURED YPOP Explorers 1107 Maple St Jackson, MI 49203	INSURER(S) AFFORDING COVERAGE / NAIC # INSURER A: United States Liability Insurance Company 25895 INSURER B: INSURER C: INSURER D: INSURER E: INSURER F:

COVERAGES **CERTIFICATE NUMBER:** **REVISION NUMBER:**

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS	
A	[X] COMMERCIAL GENERAL LIABILITY [ ] CLAIMS-MADE [X] OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: [X] POLICY [ ] PRO-JECT [ ] LOC [ ] OTHER:	Y		NPP1622510	08/25/2023	08/25/2024	EACH OCCURRENCE DAMAGE TO RENTED PREMISES (Ea occurrence) MED EXP (Any one person) PERSONAL & ADV INJURY GENERAL AGGREGATE PRODUCTS - COMP/OP AGG $	$ 1,000,000 $ 100,000 $ 5,000 $ 1,000,000 $ 2,000,000 $ INCLUDED $
	AUTOMOBILE LIABILITY [ ] ANY AUTO [ ] OWNED AUTOS ONLY [ ] SCHEDULED AUTOS [ ] HIRED AUTOS ONLY [ ] NON-OWNED AUTOS ONLY						COMBINED SINGLE LIMIT (Ea accident) BODILY INJURY (Per person) BODILY INJURY (Per accident) PROPERTY DAMAGE (Per accident) $	$ $ $ $ $
	[ ] UMBRELLA LIAB [ ] OCCUR [ ] EXCESS LIAB [ ] CLAIMS-MADE [ ] DED [ ] RETENTION $						EACH OCCURRENCE AGGREGATE $	$ $ $
	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY Y/N ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? [ ] N/A (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below						[ ] PER STATUTE [ ] OTH-ER E.L. EACH ACCIDENT E.L. DISEASE - EA EMPLOYEE E.L. DISEASE - POLICY LIMIT	 $ $ $
A	PROFESSIONAL LIABILITY	N		NPP1622510	08/25/2023	08/25/2024	EACH OCCURENCE AGGREGATE	1,000,000 2,000,000

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

Certificate Holders as additionally insured per endorsement CG2026 04/13 - Additional Insured-Designated Person or Organization

CERTIFICATE HOLDER

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

CANCELLATION

SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.

AUTHORIZED REPRESENTATIVE

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CITY OF JACKSON
Founded 1829

City Assessor's Office
161 W. Michigan Ave. • Jackson, MI 49201
Phone: (517) 788-4033 • Facsimile: (866) 902-7891

April 11, 2024

REVISED

Andrea Murray, City Clerk
161 W. Michigan Avenue
Jackson, MI 49201

Please place on the agenda for Tuesday, April 2, 2024, the following special assessment roll(s), setting a public hearing for **Tuesday, April 2, 2024**:

ROLL NUMBER	ROLL PURPOSE	AMOUNT ASSESSED	INSTALLMENTS
3451	Reconstruct Lansing, Steward to Hill	$413,118.18	10

The above special assessment roll(s) will be confirmed by the City Council on said Tuesday, April 2, 2024.

Sincerely,

Deborah Koehn
Senior Appraiser

Copy: City Manager's Office, Engineering, Water Department, Public Works, Community Development, Finance, File

Roll for Year 2018
Population: Special Assessment District (3451)
Special Population Both Active and Inactive Parcels

Sp. District / Heading	Parcel # / Owner	Principal / Admin Fee	Interest / Penalty	Addtl Penlty / Cert Fee	Total / Installment	Prin Bal / Payoff Int	Total / Payoff
3451	1-0409.0100	0.00	0.00		0.00	45,425.00	45,425.00
RCN LANSING	MSV HOLDINGS LLC	0.00				0.00	
	209 E WASHINGTON AVE STE 335						
	JACKSON MI 49201						

BEG AT THE SE COR OF LOT 18 DAVIS ADD ON THE W LN OF BLACKSTONE ST 231.04 FT S OF THE S LN OF NORTH ST TH W AT R/A TO BLACKSTONE ST 1149.06 FT TO THE C/L OF LANSING AVE TH SELY IN C/L OF SD AVE 27.03 FT TO POB THIS DESC TH E 352.85 FT TH S 22 DEG 38'28"E 270.76 FT TH SELY PARA WITH LANSING AVE 66 FT TH SWLY AT RT ANGLES TO LANSING AVE 20 RDS TO C/L OF SAID LANSING AVE TH NWLY ALONG CL OF LANSING AVE TO POB EX WLY 33 FT FOR ST PURPOSES SE 1/4 NW 1/4 & SW 1/4 NE 1/4 SEC 34 T2S R1W

3451	1-0410.0300	0.00	0.00		0.00	51,475.00	51,475.00
RCN LANSING	CONVENIENCE KING GROUP INC	0.00				0.00	
	203 W MAIN ST						
	HOMER MI 49245						

0411 410 410.1
LOTS 1 & 2 AND THAT PART OF LOTS 3 & 4 DESCRIBED AS BEGINNING AT NW CORNER OF LOT 3, TH S 89° 51′ 09″ E 102.44 FT ALONG N LINE OF LOT 3 TO SW CORNER OF LOT 2, TH S 00° 11′ 56″ W 113.3 FT TO S LINE OF LOT 4, TH 89° 42′ 21″ W 56.02 FT ALONG S LINE OF LOT 4 TO SW CORNER OF LOT 4, TH N 22° 06′ 35″ W 122.28 FT ALONG W LINE OF LOTS 4 & 3 TO POB, DAVIS ADDITION.

COMBINED ON 02/09/2020 FROM 1-0410.2000, 1-0412.A000, 1-0413.A000

3451	1-051000000	0.00	0.00		0.00	13,025.00	13,025.00
RCN LANSING	FOSTER JOSHUA	0.00				0.00	
	3138 ROBINSON RD						
	JACKSON MI 49203						

0511, 0512
S 8 RDS OF LOT 16 BLK 4 EX E 6 RDS NORTH STAR ADD

3451	1-051400000	0.00	0.00		0.00	33,475.00	33,475.00
RCN LANSING	D&S COMMERCIAL PROPERTY HOLDINGS LL	0.00				0.00	
	1127 BUCKINGHAM RD						
	HASLETT MI 48840						

N 73.92 FT OF LOT 16 BLK 4 NORTH STAR ADD

3451	1-051500000	0.00	0.00		0.00	3,900.00	3,900.00
RCN LANSING	D&S COMMERCIAL PROPERTY HOLDINGS LL	0.00				0.00	
	1127 BUCKINGHAM RD						
	HASLETT MI 48840						

BEG ON ELY LN OF LANSING AVE AT N LN OF LOT 17 BLK 4 NORTH STAR ADD TH SELY 143.15 FT ALG ELY LN OF LANSING AVE TO POB THIS DESC TH E 38.47 FT TH S 10 FT TH E 85.3 FT TH S 15 FT TH E 55.77 FT TH S 4 DEG 12' 22" W 42.72 FT TH E TO E LN OF LANSING AVE TH NWLY ALONG ELY LN OF LANSING AVE TO POB BEING PART OF LOT 17 BLK 4 NORTH STAR ADD

v.1.0.8852.41675

Roll for Year 2018
Population: Special Assessment District (3451)
Special Population Both Active and Inactive Parcels

Sp. District / Heading	Parcel # / Owner	Principal / Admin Fee	Interest / Penalty	Addtl Penlty / Cert Fee	Total / Installment	Prin Bal / Payoff Int	Total / Payoff
3451	1-0516.1000	0.00	0.00		0.00	26,425.00	26,425.00
RCN LANSING	MARTENS ELIZABETH A	0.00				0.00	
	915 LANSING AVE						
	JACKSON MI 49202						

LAND COM ON ELY LN OF LANSING AVE AT S LN OF LOT 28 BLK 4 NORTH STAR ADD TH SELY 143.1 FT ALG ELY LN OF LANSING AVE TH E 38.47 FT TH S 10 FT TH E 85.3 FT T S 15 FT TH E 55.77 FT TH N 4 DEG 12' 22" E 158.93 FT TH E ALG N LN OF LOT 17 244.25 FT TO E LN OF LANSING AVE AND POB BEING PART OF LOT 17 BLK 4 NORTH STAR ADD

3451	1-0529.2000	0.00	0.00		0.00	2,650.00	2,650.00
RCN LANSING	MARTENS ELIZABETH A	0.00				0.00	
	1039 SIXTH ST						
	JACKSON MI 49203						

0529, 0530
S 1/2 OF LOT 28 ALSO THE S 33 FT OF THE W 1/2 OF LOT 27 BLK 4 NORTH STAR ADD

3451	1-0530.1000	0.00	0.00		0.00	2,175.00	2,175.00
RCN LANSING	RADA EMAD	0.00				0.00	
	26299 SIMONE ST						
	DEARBORN HEIGHTS MI 48127						

0530
THE N 1/2 OF LOT 28 EX THAT PART BEG AT NW COR OF SD LOT TH E ALG N LN OF LOT 8 FT TH S PARA WITH E END OF LOT TO WLY LN OF LOT TH NLY ALG SD WLY LN TO BEG BLK 4 NORTH STAR ADD

3451	1-053100000	0.00	0.00		0.00	4,125.00	4,125.00
RCN LANSING	RADA EMAD	0.00				0.00	
	26299 SIMONE ST						
	DEARBORN HEIGHTS MI 48127						

LOT 29 EX N 28.45 FT OF W 115.2 FT ALSO EX W 8 FT OF S 37.55 FT BLK 4 NORTH STAR ADD

3451	1-053200000	0.00	0.00		0.00	12,477.88	12,477.88
RCN LANSING	CLAREMONT SERVICES LLC	0.00				0.00	
	933 LANSING AVE						
	JACKSON MI 49202						

NORTH 28.45 FT OF E 107.2 FT OF W 115.2 FT OF LOT 29 BLK 4 NORTH STAR ADD

3451	1-053300000	0.00	0.00		0.00	7,236.90	7,236.90
RCN LANSING	VIKING RENTAL PROPERTIES LLC	0.00				0.00	
	3477 WELLMAN RD						
	PARMA MI 49269						

W 112 FT OF LOT 1 BLK 5 EX W 8 FT OF SAME NORTH STAR ADD

3451	2-121800000	0.00	0.00		0.00	78,775.00	78,775.00
RCN LANSING	CALVARY UNITED METHODIST CHURCH	0.00				0.00	
	928 LANSING AVE						
	JACKSON MI 49202						

1220, 1221, 1222, 1223
BEG AT A PT ON E LN OF BACKUS ST 157.25 FT S OF NW COR OF LOT 1 TH S 88 DEG 10' E 183.12 FT TH N 1 DEG 50' E 2.96 FT TO SLY LN OF CLINTON RD TH SELY TO SE COR OF LOT 1 TH W ALG S LN OF LOT 1 TO E LN OF BACKUS ST TH N TO BEG ALSO LOTS 2, 3, 4 & 5 BLK 1 FOOTE & BENNETT'S ADD

Roll for Year 2018
Population: Special Assessment District (3451)
Special Population Both Active and Inactive Parcels

Sp. District / Heading	Parcel # / Owner	Principal / Admin Fee	Interest / Penalty	Addtl Penlty / Cert Fee	Total / Installment	Prin Bal / Payoff Int	Total / Payoff
3451	2-122400000	0.00	0.00		0.00	10,520.91	10,520.91
RCN LANSING	DIALS TERRY	0.00				0.00	
	914 LANSING AVE						
	JACKSON MI 49202						

LOT 6 & N 23 FT OF LOT 7 EX W 8 RDS BLK 1 FOOTE & BENNETT'S ADD

3451	2-122500000	0.00	0.00		0.00	5,232.49	5,232.49
RCN LANSING	MEGOW NICHOLAS J	0.00				0.00	
	817 N PEARL DR						
	SLIDELL LA 70461						

LAND COM AT A PT ON WLY LN OF LANSING AVE 191.41 FT NLY FROM N LN OF NORTH ST TH W 10 RDS TH S 44 FT TH E TO WLY LN OF LANSING AVE TH NLY TO BEG BEING A PART OF LOT 7 BLK 1 FOOTE & BENNETT'S ADD

3451	2-1233.1000	0.00	0.00		0.00	19,875.00	19,875.00
RCN LANSING	CORKHEAD DEVELOPMENT LLC	0.00				0.00	
	904 LANSING AVE						
	JACKSON MI 49202						

1232 1233
LOT 8 EX W 293.7 FT ALSO COM ON N LN OF NORTH ST AT INTERSECTION OF WLY LN OF LANSING AVE TH W ALONG N LN OF NORTH ST 77 FT, TH N 66 FT, TH E TO W LN OF LANSING AVE, TH SELY ALONG W LN OF LANSING AVE TO POB BEING PART OF LOT 9 BLK 1 FOOTE & BENNETT'S ADD

3451	2-147000000	0.00	0.00		0.00	10,275.00	10,275.00
RCN LANSING	MASTER RADIATOR LLC	0.00				0.00	
	810 LANSING AVE						
	JACKSON MI 49202						

LAND COM AT NE COR OF LOT 1 BLK 11 TH SELY ALG SWLY LN OF LANSING AVE 89.19 FT TH W 111 FT TH N 22.5 FT TH W TO CENTER OF A CERTAIN DRIVEWAY WHICH RUNS N TO NORTH ST TH N IN CENTER OF SD DRIVEWAY TO S LN OF NORTH ST TH E ON S LN OF NORTH ST TO BEG BEING PART OF LOTS 1 & 2 BLK 11 FOOTE & BENNETT'S ADD

3451	2-1475.1000	0.00	0.00		0.00	33,850.00	33,850.00
RCN LANSING	MASKE BARBARA	0.00				0.00	
	1112 HERBERT J AVE						
	JACKSON MI 49202						

1474, 1475, 1479
LOT 5, ALSO LOT 3 EX W 115.5 FT , ALSO LAND COM AT SE COR OF LOT 2 BLK 11 TH W 150.4 FT TH N 67.5 FT TH E 15.94 FT TH N 1.93 FT TH E 4.06 FT M/L TH S 22.5 FT TH E 111 FT TO SWLY LN OF LANSING AVE TH SELY ON SD SWLY LN TO BEG BEING A PART OF LOTS 1 & 2 ALL IN BLK 11 FOOTE & BENNETT'S ADD

3451	2-149700000	0.00	0.00		0.00	17,750.00	17,750.00
RCN LANSING	MKRK INC	0.00				0.00	
	730 LANSING AVE						
	JACKSON MI 49202						

LOT 1 BLK 12 EX THAT PART OF LOT 1 DESC AS COM AT INTERS OF WLY LN OF LANSING AVE WITH E LN OF STEWARD AVE TH SLY ALG WLY LN OF LANSING AVE 24 FT TH W PARA WITH S LN OF SD LOT TO E LN OF STEWARD AVE TH N TO BEG FOOTE & BENNETT'S ADD

v.1.0.8852.41675

Roll for Year 2018
Population: Special Assessment District (3451)
Special Population Both Active and Inactive Parcels

Sp. District / Heading	Parcel # / Owner	Principal / Admin Fee	Interest / Penalty	Addtl Penlty / Cert Fee	Total / Installment	Prin Bal / Payoff Int	Total / Payoff
3451	2-202900000	0.00	0.00		0.00	34,450.00	34,450.00
RCN LANSING	KRYZA MICHAEL A ET AL 785 WHITE LAKE RD PLEASANT LAKE MI 49272	0.00				0.00	

2030
BEG AT INTERS OF W LN OF LANSING AV WITH NLY LN OF CLINTON RD TH N ALG W LN OF LANSING AVE 134.36 FT TH W 131.91 FT TH N 151.1 FT TH W 53.76 FT TH S 6 DEG E 163.5 FT TO NLY LN OF CLINTON RD TH SELY ALG NLY LN OF CLINTON RD TO BEG NE 1/4 NW 1/4 SEC 34 T2S R1W

Total Parcels: 19	0.00	0.00		0.00	413,118.18	413,118.18
	0.00				0.00	

RESOLUTION
STREET RECONSTRUCTION ON LANSING AVENUE

BY THE BOARD OF REVIEW:

WHEREAS, the Assessor, in accordance with the direction of the City Council, did prepare special assessments concerning street reconstruction on Lansing Avenue, from Steward Avenue to Clinton Road which assessments were by him placed on Assessment Roll No. 3451 in the amount of $413,118.18 and reported to the City Council as its meeting held on the 2nd day of April, 2024; and

WHEREAS, notice has been duly given that the City Council and Assessor would sit as a Board of Review in the Council Chambers in the City of Jackson on Tuesday, April 2, 2024, at 6:30 p.m. to hear any and all objections and suggestions by interested parties to said special assessment as contained in said roll; and

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

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

BE IT FURTHER RESOLVED that each and all of the special assessments contained in Roll No. 3451 shall be divided into 10 equal installments, the first of which shall be payable by the first summer tax bill following the date of the confirmation without interest charge; and the remaining installments, plus a 2.50% annual interest charge on each installment, shall be due annually each subsequent year at the same times with the same installments as the summer tax bill until each of the special assessments has been paid in full; provided, however, that in the event the City issues bonds in anticipation of special assessments, the unpaid balance of said special assessments shall, in accordance with Section 22-9 of the Jackson City Code of Ordinances, bear a rate of interest which may not be in excess of six percent (6%) per annum, or one percent (1%) above the average interest cost of said special assessment bonds.

BE IT FURTHER RESOLVED that the unpaid balance of any special assessment, including pro rata interest charges, may be paid in full at any time and that each and any special assessment may be paid without interest if payment in full by the first summer tax bill following the date of confirmation.

* * * * *

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

I, Andrea Muray, City Clerk in and for the City of Jackson, County and State aforesaid, do hereby certify that the foregoing is a true and complete copy of a resolution adopted by the Jackson City Council sitting as a Board of Review on the 14th day of May, 2024.

IN WITNESS WHEREOF, I have affixed my signature and the Seal of the City of Jackson, Michigan, on this 15th day of May 2024.

_____
Andrea Muray, City Clerk

DEPARTMENTAL REPORT

MEMO TO: Jonathan Greene, City Manager

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

DATE: December 12, 2023

RECOMMENDATION: Receive the Engineer's Report for street reconstruction on Lansing Avenue from Steward Avenue to Clinton Road and establish January 30, 2024 at the City Council meeting as the time and place to hold a public hearing of necessity.

ISSUE STATEMENT

The City of Jackson has been awarded a federal Surface Transportation Program (STP) grant in the amount of $988,800 to reconstruct Lansing Avenue between Steward Avenue and Clinton Road. The City of Jackson must provide $1,014,942 in matching funds for the project to proceed. A primary source of those matching funds will be assessments to adjacent parcels along the Lansing Avenue.

This report is prepared for City Council per Section 22-2 of the Code of Ordinances and the Assessment Policy. This Engineer's Report is the initial step of the process to determine whether adjacent properties will be assessed to fund the street construction project. The next step will be to hold a public hearing of necessity for City Council to determine if street construction on Lansing Avenue is necessary.

Engineering requests that City Council establish a public hearing of necessity to be held January 30, 2024 for street reconstruction on Lansing Avenue from Steward Avenue to Clinton Road.

DESCRIPTION OF CONSEQUENCES

The establishment of the public hearing of necessity is imperative to determine if the project to reconstruct Lansing Avenue is to proceed.

Estimated project costs and funding is as follows:

Federal STP Grant Funds	$ 988,800
Street Construction Assessments	$ 324,566
Major Street Funds	$ 690,376
Total Project Cost	$ 2,003,742

In a separate project, the Lansing Avenue traffic signals at North Street and Clinton Road will be upgraded to meet with mast arm mounted signals in a box span. These traffic signal improvements will be funded in part by federal Highway Safety Improvement Program (HSIP) grants in the amount of $1,052,364. The HSIP grants will also fund other traffic signal upgrades along the Lansing Avenue corridor beyond the subject work zone. The contract between the Michigan Department of Transportation (MDOT) and city for the traffic signal improvements will brought to City Council for approval in February of 2024.

Failure to establish the hearing of necessity will result in the following:

- The project will not proceed.
- The federal STP grant funds will be returned to MDOT and used on another project in the state.
- The federal HSIP grant funds will be returned to MDOT and used on another project in the state.

OWNERSHIP

Engineering is responsible for planning and executing the construction of capital improvements to the City's street, sewer and water main infrastructure. To this end, Engineering has developed this project to improve the Lansing Avenue corridor between Steward Avenue and Clinton Road. The improvements will include features to:

- calm traffic
- reduce pavement area
- add green space and tree canopy
- realign the intersection at Steward to a standard tee configuration
- upgrade the traffic signal at the North Street to a box span configuration with mast arm mounted signals
- realign the intersection with Clinton and Hill to a standard cross configuration
- upgrade the traffic signal at the Clinton and Hill to a box span configuration with mast arm mounted signals.

These features will result in a street that is aesthetic and functional for both those living and doing business in the neighborhood and the regional traffic that traverses the neighborhood to access the downtown city center.

Engineering records show that Lansing Avenue was reconstructed in 1993 and was crack sealed and sealcoated in 1999. The roadway has cracking and potholes. The current PASER rating is 3. The attached photos show the current street conditions.

SOLUTION

If, upon the conclusion of the Public Hearing of Necessity, City Council orders the project to proceed, Engineering will proceed with letting the project and obtaining competitive bids to determine the true cost of the project. A special assessment roll will then be prepared by the City Assessor to establish individual parcel assessments.

FACILITATE IMPLEMENTATION

I request receipt of the Engineer's Report for Lansing Avenue reconstruction from Steward Avenue to Clinton Road and approval of the establishment of January 30, 2024 at the City Council meeting as the time and place to hold a public hearing of necessity.



Photo 1: S. Martin Luther King, Jr. Drive, looking south at South Street



Photo 2: S. Martin Luther King, Jr. Drive, looking north from South Street



Photo 3: S. Martin Luther King, Jr. Drive, looking south toward Prospect Street



Photo 4: S. Martin Luther King, Jr. Drive, looking north at Mansion Street



Photo 5: S. Martin Luther King, Jr. Drive, looking north at Robinson Street



Photo 6: S. Martin Luther King, Jr. Drive, looking south at Robinson Street



Photo 7: S. Martin Luther King, Jr. Drive, looking north at Francis Court



Photo 8: S. Martin Luther King, Jr. Drive, looking south at High Street

CITY OF JACKSON
Founded 1829

City Assessor's Office
161 W. Michigan Ave. • Jackson, MI 49201
Phone: (517) 788-4033 • Facsimile: (866) 902-7891

March 12, 2024

Andrea Murray, City Clerk
161 W. Michigan Avenue
Jackson, MI 49201

Please place on the agenda for Tuesday, April 2, 2024, the following special assessment roll(s), setting a public hearing for **Tuesday, April 2, 2024**:

ROLL NUMBER	ROLL PURPOSE	AMOUNT ASSESSED	INSTALLMENTS
3451	Reconstruct Lansing, Steward to Hill	$453,639.66	10

The above special assessment roll(s) will be confirmed by the City Council on said Tuesday, April 2, 2024.

Sincerely,

Deborah Koehn
Senior Appraiser

Copy: City Manager's Office, Engineering, Water Department, Public Works, Community Development, Finance, File

Roll for Year 2018
Population: Special Assessment District (3451)
Special Population Both Active and Inactive Parcels

Sp. District / Heading	Parcel # / Owner	Principal / Admin Fee	Interest / Penalty	Addtl Penlty / Cert Fee	Total / Installment	Prin Bal / Payoff Int	Total / Payoff
3451	1-0409.0100	0.00	0.00		0.00	45,425.00	45,425.00
RCN LANSING	MSV HOLDINGS LLC	0.00				0.00	
	209 E WASHINGTON AVE STE 335						
	JACKSON MI 49201						

BEG AT THE SE COR OF LOT 18 DAVIS ADD ON THE W LN OF BLACKSTONE ST 231.04 FT S OF THE S LN OF NORTH ST TH W AT R/A TO BLACKSTONE ST 1149.06 FT TO THE C/L OF LANSING AVE TH SELY IN C/L OF SD AVE 27.03 FT TO POB THIS DESC TH E 352.85 FT TH S 22 DEG 38'28"E 270.76 FT TH SELY PARA WITH LANSING AVE 66 FT TH SWLY AT RT ANGLES TO LANSING AVE 20 RDS TO C/L OF SAID LANSING AVE TH NWLY ALONG CL OF LANSING AVE TO POB EX WLY 33 FT FOR ST PURPOSES SE 1/4 NW 1/4 & SW 1/4 NE 1/4 SEC 34 T2S R1W

3451	1-0410.0300	0.00	0.00		0.00	51,475.00	51,475.00
RCN LANSING	CONVENIENCE KING GROUP INC	0.00				0.00	
	203 W MAIN ST						
	HOMER MI 49245						

0411 410 410.1
LOTS 1 & 2 AND THAT PART OF LOTS 3 & 4 DESCRIBED AS BEGINNING AT NW CORNER OF LOT 3, TH S 89° 51′ 09″ E 102.44 FT ALONG N LINE OF LOT 3 TO SW CORNER OF LOT 2, TH S 00° 11′ 56″ W 113.3 FT TO S LINE OF LOT 4, TH 89° 42′ 21″ W 56.02 FT ALONG S LINE OF LOT 4 TO SW CORNER OF LOT 4, TH N 22° 06′ 35″ W 122.28 FT ALONG W LINE OF LOTS 4 & 3 TO POB, DAVIS ADDITION.

COMBINED ON 02/09/2020 FROM 1-0410.2000, 1-0412.A000, 1-0413.A000

3451	1-051000000	0.00	0.00		0.00	13,025.00	13,025.00
RCN LANSING	FOSTER JOSHUA	0.00				0.00	
	3138 ROBINSON RD						
	JACKSON MI 49203						

0511, 0512
S 8 RDS OF LOT 16 BLK 4 EX E 6 RDS NORTH STAR ADD

3451	1-051400000	0.00	0.00		0.00	33,475.00	33,475.00
RCN LANSING	D&S COMMERCIAL PROPERTY HOLDINGS LL	0.00				0.00	
	1127 BUCKINGHAM RD						
	HASLETT MI 48840						

N 73.92 FT OF LOT 16 BLK 4 NORTH STAR ADD

3451	1-051500000	0.00	0.00		0.00	3,900.00	3,900.00
RCN LANSING	D&S COMMERCIAL PROPERTY HOLDINGS LL	0.00				0.00	
	1127 BUCKINGHAM RD						
	HASLETT MI 48840						

BEG ON ELY LN OF LANSING AVE AT N LN OF LOT 17 BLK 4 NORTH STAR ADD TH SELY 143.15 FT ALG ELY LN OF LANSING AVE TO POB THIS DESC TH E 38.47 FT TH S 10 FT TH E 85.3 FT TH S 15 FT TH E 55.77 FT TH S 4 DEG 12' 22" W 42.72 FT TH E TO E LN OF LANSING AVE TH NWLY ALONG ELY LN OF LANSING AVE TO POB BEING PART OF LOT 17 BLK 4 NORTH STAR ADD

Roll for Year 2018
Population: Special Assessment District (3451)
Special Population Both Active and Inactive Parcels

Sp. District / Heading	Parcel # / Owner	Principal / Admin Fee	Interest / Penalty	Addtl Penlty / Cert Fee	Total / Installment	Prin Bal / Payoff Int	Total / Payoff
3451	1-0516.1000	0.00	0.00		0.00	26,425.00	26,425.00
RCN LANSING	MARTENS ELIZABETH A	0.00				0.00	
	915 LANSING AVE						
	JACKSON MI 49202						

LAND COM ON ELY LN OF LANSING AVE AT S LN OF LOT 28 BLK 4 NORTH STAR ADD TH SELY 143.1 FT ALG ELY LN OF LANSING AVE TH E 38.47 FT TH S 10 FT TH E 85.3 FT T S 15 FT TH E 55.77 FT TH N 4 DEG 12' 22" E 158.93 FT TH E ALG N LN OF LOT 17 244.25 FT TO E LN OF LANSING AVE AND POB BEING PART OF LOT 17 BLK 4 NORTH STAR ADD

3451	1-0529.2000	0.00	0.00		0.00	2,650.00	2,650.00
RCN LANSING	MARTENS ELIZABETH A	0.00				0.00	
	1039 SIXTH ST						
	JACKSON MI 49203						

0529, 0530
S 1/2 OF LOT 28 ALSO THE S 33 FT OF THE W 1/2 OF LOT 27 BLK 4 NORTH STAR ADD

3451	1-0530.1000	0.00	0.00		0.00	2,175.00	2,175.00
RCN LANSING	RADA EMAD	0.00				0.00	
	26299 SIMONE ST						
	DEARBORN HEIGHTS MI 48127						

0530
THE N 1/2 OF LOT 28 EX THAT PART BEG AT NW COR OF SD LOT TH E ALG N LN OF LOT 8 FT TH S PARA WITH E END OF LOT TO WLY LN OF LOT TH NLY ALG SD WLY LN TO BEG BLK 4 NORTH STAR ADD

3451	1-053100000	0.00	0.00		0.00	4,125.00	4,125.00
RCN LANSING	RADA EMAD	0.00				0.00	
	26299 SIMONE ST						
	DEARBORN HEIGHTS MI 48127						

LOT 29 EX N 28.45 FT OF W 115.2 FT ALSO EX W 8 FT OF S 37.55 FT BLK 4 NORTH STAR ADD

3451	1-053200000	0.00	0.00		0.00	12,477.88	12,477.88
RCN LANSING	CLAREMONT SERVICES LLC	0.00				0.00	
	933 LANSING AVE						
	JACKSON MI 49202						

NORTH 28.45 FT OF E 107.2 FT OF W 115.2 FT OF LOT 29 BLK 4 NORTH STAR ADD

3451	1-053300000	0.00	0.00		0.00	7,236.90	7,236.90
RCN LANSING	VIKING RENTAL PROPERTIES LLC	0.00				0.00	
	3477 WELLMAN RD						
	PARMA MI 49269						

W 112 FT OF LOT 1 BLK 5 EX W 8 FT OF SAME NORTH STAR ADD

3451	2-121800000	0.00	0.00		0.00	78,775.00	78,775.00
RCN LANSING	CALVARY UNITED METHODIST CHURCH	0.00				0.00	
	928 LANSING AVE						
	JACKSON MI 49202						

1220, 1221, 1222, 1223
BEG AT A PT ON E LN OF BACKUS ST 157.25 FT S OF NW COR OF LOT 1 TH S 88 DEG 10' E 183.12 FT TH N 1 DEG 50' E 2.96 FT TO SLY LN OF CLINTON RD TH SELY TO SE COR OF LOT 1 TH W ALG S LN OF LOT 1 TO E LN OF BACKUS ST TH N TO BEG ALSO LOTS 2, 3, 4 & 5 BLK 1 FOOTE & BENNETT'S ADD

Roll for Year 2018
Population: Special Assessment District (3451)
Special Population Both Active and Inactive Parcels

Sp. District / Heading	Parcel # / Owner	Principal / Admin Fee	Interest / Penalty	Addtl Penlty / Cert Fee	Total / Installment	Prin Bal / Payoff Int	Total / Payoff
3451	2-122400000	0.00	0.00		0.00	10,520.91	10,520.91
RCN LANSING	DIALS TERRY	0.00				0.00	
	914 LANSING AVE						
	JACKSON MI 49202						

LOT 6 & N 23 FT OF LOT 7 EX W 8 RDS BLK 1 FOOTE & BENNETT'S ADD

3451	2-122500000	0.00	0.00		0.00	5,232.49	5,232.49
RCN LANSING	MEGOW NICHOLAS J	0.00				0.00	
	817 N PEARL DR						
	SLIDELL LA 70461						

LAND COM AT A PT ON WLY LN OF LANSING AVE 191.41 FT NLY FROM N LN OF NORTH ST TH W 10 RDS TH S 44 FT TH E TO WLY LN OF LANSING AVE TH NLY TO BEG BEING A PART OF LOT 7 BLK 1 FOOTE & BENNETT'S ADD

3451	2-1233.1000	0.00	0.00		0.00	19,875.00	19,875.00
RCN LANSING	CORKHEAD DEVELOPMENT LLC	0.00				0.00	
	904 LANSING AVE						
	JACKSON MI 49202						

1232 1233
LOT 8 EX W 293.7 FT ALSO COM ON N LN OF NORTH ST AT INTERSECTION OF WLY LN OF LANSING AVE TH W ALONG N LN OF NORTH ST 77 FT, TH N 66 FT, TH E TO W LN OF LANSING AVE, TH SELY ALONG W LN OF LANSING AVE TO POB BEING PART OF LOT 9 BLK 1 FOOTE & BENNETT'S ADD

3451	2-147000000	0.00	0.00		0.00	10,275.00	10,275.00
RCN LANSING	MASTER RADIATOR LLC	0.00				0.00	
	810 LANSING AVE						
	JACKSON MI 49202						

LAND COM AT NE COR OF LOT 1 BLK 11 TH SELY ALG SWLY LN OF LANSING AVE 89.19 FT TH W 111 FT TH N 22.5 FT TH W TO CENTER OF A CERTAIN DRIVEWAY WHICH RUNS N TO NORTH ST TH N IN CENTER OF SD DRIVEWAY TO S LN OF NORTH ST TH E ON S LN OF NORTH ST TO BEG BEING PART OF LOTS 1 & 2 BLK 11 FOOTE & BENNETT'S ADD

3451	2-1475.1000	0.00	0.00		0.00	33,850.00	33,850.00
RCN LANSING	MASKE BARBARA	0.00				0.00	
	1112 HERBERT J AVE						
	JACKSON MI 49202						

1474, 1475, 1479
LOT 5, ALSO LOT 3 EX W 115.5 FT , ALSO LAND COM AT SE COR OF LOT 2 BLK 11 TH W 150.4 FT TH N 67.5 FT TH E 15.94 FT TH N 1.93 FT TH E 4.06 FT M/L TH S 22.5 FT TH E 111 FT TO SWLY LN OF LANSING AVE TH SELY ON SD SWLY LN TO BEG BEING A PART OF LOTS 1 & 2 ALL IN BLK 11 FOOTE & BENNETT'S ADD

3451	2-149700000	0.00	0.00		0.00	17,750.00	17,750.00
RCN LANSING	MKRK INC	0.00				0.00	
	730 LANSING AVE						
	JACKSON MI 49202						

LOT 1 BLK 12 EX THAT PART OF LOT 1 DESC AS COM AT INTERS OF WLY LN OF LANSING AVE WITH E LN OF STEWARD AVE TH SLY ALG WLY LN OF LANSING AVE 24 FT TH W PARA WITH S LN OF SD LOT TO E LN OF STEWARD AVE TH N TO BEG FOOTE & BENNETT'S ADD

v.1.0.8852.41675

Roll for Year 2018
Population: Special Assessment District (3451)
Special Population Both Active and Inactive Parcels

Sp. District / Heading	Parcel # / Owner	Principal / Admin Fee	Interest / Penalty	Addtl Penlty / Cert Fee	Total / Installment	Prin Bal / Payoff Int	Total / Payoff
3451	2-202900000	0.00	0.00		0.00	34,450.00	34,450.00
RCN LANSING	KRYZA MICHAEL A ET AL 785 WHITE LAKE RD PLEASANT LAKE MI 49272	0.00				0.00	

2030
BEG AT INTERS OF W LN OF LANSING AV WITH NLY LN OF CLINTON RD TH N ALG W LN OF LANSING AVE 134.36 FT TH W 131.91 FT TH N 151.1 FT TH W 53.76 FT TH S 6 DEG E 163.5 FT TO NLY LN OF CLINTON RD TH SELY ALG NLY LN OF CLINTON RD TO BEG NE 1/4 NW 1/4 SEC 34 T2S R1W

Total Parcels: 19		0.00	0.00		0.00	413,118.18	413,118.18
		0.00				0.00	

PETITION TO OPPOSE SPECIAL ASSESSMENT CONFIRMATION

To the Honorable Mayor
Members of the City Council
City Manager,
City of Jackson, Michigan:

We, the undersigned, being persons owning property that are within the Special Assessment District named RECONSTRUCT LANSING from STEWARD TO CLINTON, also known as Special Assessment Roll 3451 hereby petition the City of Jackson City Council to deny the confirmation of the above assessment roll. It is understood by the undersigned that the project WILL NOT COMMENCE if the requisite number of parcel owners object under City Ordinance Sec. 22-8 and thereafter the City Council does not approve the project with an affirmative vote of 6 of 7 Councilmembers. It is also understood that no future date certain can be offered for infrastructure improvements and that this petition is specific to the assessment roll listed above.

By signing, we are signifying our opposition to the special assessment, and respectfully ask the City of Jackson City Council to deny confirmation.

NOTE: PROPERTY OWNERS WHO ARE IN FAVOR OF THE PROJECT AND RESULTING SPECIAL ASSESSMENT SHOULD NOT SIGN THIS PETITION.

OWNER OF PROPERTY & SIGNATURE/DATE	TAX DESCRIPTION OF PROPERTY, PARCEL NUMBER AND LOCATION
CLAREMONT SERVICES LLC 933 LANSING AVE JACKSON, MI 49202 Devin Hurst Owner 3/26/2024 (Please sign and print name and title of signator and date signed)	NORTH 28.45 FT OF E 107.2 FT OF W 115.2 FT OF LOT 29 BLK 4 NORTH STAR ADD 1-053200000 933 LANSING AVE

Petition Circulated By:

Signature: Jena Keesler Date: 3/20/2024

Name: JENA KEESLER Phone: 517-782-0543

Address: 925 BACKUS City, State, Zip: Jackson, MI 49202

CALVARY UNITED METHODIST CHURCH
925 Backus
Jackson, Michigan 49202-3297

PETITION TO OPPOSE SPECIAL ASSESSMENT CONFIRMATION

To the Honorable Mayor
Members of the City Council
City Manager,
City of Jackson, Michigan:

We, the undersigned, being persons owning property that are within the Special Assessment District named RECONSTRUCT LANSING from STEWARD TO CLINTON, also known as Special Assessment Roll 3451 hereby petition the City of Jackson City Council to deny the confirmation of the above assessment roll. It is understood by the undersigned that the project WILL NOT COMMENCE if the requisite number of parcel owners object under City Ordinance Sec. 22-8 and thereafter the City Council does not approve the project with an affirmative vote of 6 of 7 Councilmembers. It is also understood that no future date certain can be offered for infrastructure improvements and that this petition is specific to the assessment roll listed above.

By signing, we are signifying our opposition to the special assessment, and respectfully ask the City of Jackson City Council to deny confirmation.

NOTE: PROPERTY OWNERS WHO ARE IN FAVOR OF THE PROJECT AND RESULTING SPECIAL ASSESSMENT SHOULD NOT SIGN THIS PETITION.

OWNER OF PROPERTY & SIGNATURE/DATE	TAX DESCRIPTION OF PROPERTY, PARCEL NUMBER AND LOCATION
CONVENIENCE KING GROUP INC 203 W MAIN ST HOMER, MI 49245 James Linton James Linton, Secretary 3/19/2024 (Please sign and print name and title of signator and date signed)	0411 410 410.1 LOTS 1 & 2 AND THAT PART OF LOTS 3 & 4 DESCRIBED AS BEGINNING AT NW CORNER OF LOT 3, TH S 89° 51' 09" E 102.44 FT ALONG N LINE OF LOT 3 TO SW CORNER OF LOT 2, TH S 00° 11' 56" W 113.3 FT TO S LINE OF LOT 4, TH 89° 42' 21" W 56.02 FT ALONG S LINE OF LOT 4 TO SW CORNER OF LOT 4, TH N 22° 06' 35" W 122.28 FT ALONG W LINE OF LOTS 4 & 3 TO POB, DAVIS ADDITION. COMBINED ON 02/09/2020 FROM 1-0410.2000, 1-0412.A000, 1-0413.A000 1-0410.0300 815 LANSING AVE

Petition Circulated By:

Signature: Jena Keesler Date: 3/26/2024

Name: JENA KEESLER Phone: 517-782-0543

Address: 925 BACKUS City, State, Zip: JACKSON, MI 49202

CALVARY UNITED METHODIST CHURCH
925 Backus
Jackson, Michigan 49202-3297

PETITION TO OPPOSE SPECIAL ASSESSMENT CONFIRMATION

To the Honorable Mayor
Members of the City Council
City Manager,
City of Jackson, Michigan:

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By signing, we are signifying our opposition to the special assessment, and respectfully ask the City of Jackson City Council to deny confirmation.

NOTE: PROPERTY OWNERS WHO ARE IN FAVOR OF THE PROJECT AND RESULTING SPECIAL ASSESSMENT SHOULD NOT SIGN THIS PETITION.

OWNER OF PROPERTY & SIGNATURE/DATE	TAX DESCRIPTION OF PROPERTY, PARCEL NUMBER AND LOCATION
MASTER RADIATOR LLC 810 LANSING AVE JACKSON, MI 49202 Thomas S. Wittman member (Please sign and print name and title of signator and date signed)	LAND COM AT NE COR OF LOT 1 BLK 11 TH SELY ALG SWLY LN OF LANSING AVE 89.19 FT TH W 111 FT TH N 22.5 FT TH W TO CENTER OF A CERTAIN DRIVEWAY WHICH RUNS N TO NORTH ST TH N IN CENTER OF SD DRIVEWAY TO S LN OF NORTH ST TH E ON S LN OF NORTH ST TO BEG BEING PART OF LOTS 1 & 2 BLK 11 FOOTE & BENNETTS ADD 2-147000000 810 LANSING AVE

Petition Circulated By:

Signature: Jena Keesler Date: 3/24/2024

Name: JENA KEESLER Phone: 517-782-0543

Address: 928 BACKUS City, State, Zip: JACKSON MI 49202

CALVARY UNITED METHODIST CHURCH
925 Backus
Jackson, Michigan 49202-3297

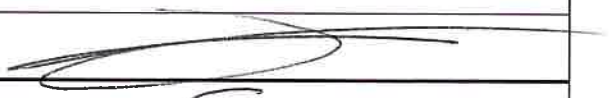
PETITION TO OPPOSE SPECIAL ASSESSMENT CONFIRMATION

To the Honorable Mayor
Members of the City Council
City Manager,
City of Jackson, Michigan:

We, the undersigned, being persons owning property that are within the Special Assessment District named RECONSTRUCT LANSING from STEWARD TO CLINTON, also known as Special Assessment Roll 3451 hereby petition the City of Jackson City Council to deny the confirmation of the above assessment roll. It is understood by the undersigned that the project WILL NOT COMMENCE if the requisite number of parcel owners object under City Ordinance Sec. 22-8 and thereafter the City Council does not approve the project with an affirmative vote of 6 of 7 Councilmembers. It is also understood that no future date certain can be offered for infrastructure improvements and that this petition is specific to the assessment roll listed above.

By signing, we are signifying our opposition to the special assessment, and respectfully ask the City of Jackson City Council to deny confirmation.

NOTE: PROPERTY OWNERS WHO ARE IN FAVOR OF THE PROJECT AND RESULTING SPECIAL ASSESSMENT SHOULD NOT SIGN THIS PETITION.

OWNER OF PROPERTY & SIGNATURE/DATE	TAX DESCRIPTION OF PROPERTY, PARCEL NUMBER AND LOCATION
FOSTER JOSHUA 3138 ROBINSON RD JACKSON, MI 49203	0511, 0512 S 8 RDS OF LOT 16 BLK 4 EX E 6 RDS NORTH STAR ADD
	
JOSHUA FOSTER	
OWNER (Please sign and print name and title of signator and date signed)	1-051000000 901 LANSING AVE

Petition Circulated By:

Signature: Jena Keesler Date: 3/20/2024

Name: JENA KEESLER Phone: 517-782-0543

Address: 925 BACKUS City, State, Zip: Jackson, MI 49203

CALVARY UNITED METHODIST CHURCH
925 Backus
Jackson, Michigan 49202-3297

PETITION TO OPPOSE SPECIAL ASSESSMENT CONFIRMATION

To the Honorable Mayor
Members of the City Council
City Manager,
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OWNER OF PROPERTY & SIGNATURE/DATE	TAX DESCRIPTION OF PROPERTY, PARCEL NUMBER AND LOCATION
MARTENS ELIZABETH A 1039 SIXTH ST JACKSON, MI 49203 Elizabeth Martens Elizabeth Martens Owner (Please sign and print name and title of signator and date signed)	0529, 0530 S 1/2 OF LOT 28 ALSO THE S 33 FT OF THE W 1/2 OF LOT 27 BLK 4 NORTH STAR ADD 1-0529.2000 LANSING AVE

Petition Circulated By:

Signature: Jena Keesler Date: 3/20/2024

Name: JENA KEESLER Phone: 517-782-0543

Address: 925 BACKUS City, State, Zip: Jackson, MI 49202

CALVARY UNITED METHODIST CHURCH
925 Backus
Jackson, Michigan 49202-3297

PETITION TO OPPOSE SPECIAL ASSESSMENT CONFIRMATION

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Members of the City Council
City Manager,
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OWNER OF PROPERTY & SIGNATURE/DATE	TAX DESCRIPTION OF PROPERTY, PARCEL NUMBER AND LOCATION
DECKER ~~MASKE~~ BARBARA 1112 HERBERT J AVE JACKSON, MI 49202 Barbara A. Decker Barbara A. Decker (Please sign and print name and title of signator and date signed)	1474, 1475, 1479 LOT 5, ALSO LOT 3 EX W 115.5 FT . ALSO LAND COM AT SE COR OF LOT 2 BLK 11 TH W 150.4 FT TH N 67.5 FT TH E 15.94 FT TH N 1.93 FT TH E 4.06 FT M/L TH S 22.5 FT TH E 111 FT TO SWLY LN OF LANSING AVE TH SELY ON SD SWLY LN TO BEG BEING A PART OF LOTS 1 & 2 ALL IN BLK 11 FOOTE & BENNETT'S ADD 2-1475.1000 800 LANSING AVE

Petition Circulated By:

Signature: Jena Keesler Date: 3/20/2024

Name: JENA KEESLER Phone: 517-782-0543

Address: 925 BACKUS City, State, Zip: Jackson, MI 49202

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925 Backus
Jackson, Michigan 49202-3297

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OWNER OF PROPERTY & SIGNATURE/DATE	TAX DESCRIPTION OF PROPERTY, PARCEL NUMBER AND LOCATION
MARTENS ELIZABETH A 915 LANSING AVE JACKSON, MI 49202 Elizabeth Martens Elizabeth Martens Owner	LAND COM ON ELY LN OF LANSING AVE AT S LN OF LOT 28 BLK 4 NORTH STAR ADD TH SELY 143.1 FT ALG ELY LN OF LANSING AVE TH E 38.47 FT TH S 10 FT TH E 85.3 FT T S 15 FT TH E 55.77 FT TH N 4 DEG 12' 22" E 158.93 FT TH E ALG N LN OF LOT 17 244.25 FT TO E LN OF LANSING AVE AND POB BEING PART OF LOT 17 BLK 4 NORTH STAR ADD
(Please sign and print name and title of signator and date signed)	1-0516.1000 915 LANSING AVE

Petition Circulated By:

Signature: Jena Keesler Date: 3/20/2024

Name: JENA KEESLER Phone: 517-782-0543

Address: 925 BACKUS City, State, Zip: Jackson, MI 49202

CALVARY UNITED METHODIST CHURCH
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Jackson, Michigan 49202-3297

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OWNER OF PROPERTY & SIGNATURE/DATE	TAX DESCRIPTION OF PROPERTY, PARCEL NUMBER AND LOCATION
CALVARY UNITED METHODIST CH 928 LANSING AVE JACKSON, MI 49202 Jena Keesler JENA KEESLER Leadership Chair (Please sign and print name and title of signator and date signed)	1220, 1221, 1222, 1223 BEG AT A PT ON E LN OF BACKUS ST 157.25 FT S OF NW COR OF LOT 1 TH S 88 DEG 10' E 183.12 FT TH N 1 DEG 50' E 2.96 FT TO SLY LN OF CLINTON RD TH SELY TO SE COR OF LOT 1 TH W ALG S LN OF LOT 1 TO E LN OF BACKUS ST TH N TO BEG ALSO LOTS 2, 3, 4 & 5 BLK 1 FOOTE & BENNETT'S ADD 2-121800000 925 BACKUS ST

Petition Circulated By:

Signature: Jena Keesler Date: 3/20/2024

Name: JENA KEESLER Phone: 517-782-0543

Address: 925 BACKUS City, State, Zip: Jackson, MI 49202

CALVARY UNITED METHODIST CHURCH
925 Backus
Jackson, Michigan 49202-3297

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OWNER OF PROPERTY & SIGNATURE/DATE	TAX DESCRIPTION OF PROPERTY, PARCEL NUMBER AND LOCATION
KRYZA MICHAEL A ET AL 785 WHITE LAKE RD PLEASANT LAKE, MI 49272	2030 BEG AT INTERS OF W LN OF LANSING AV WITH NLY LN OF CLINTON RD TH N ALG W LN OF LANSING AVE 134.36 FT TH W 131.91 FT TH N 151.1 FT TH W 53.76 FT TH S 6 DEG E 163.5 FT TO NLY LN OF CLINTON RD TH SELY ALG NLY LN OF CLINTON RD TO BEG NE 1/4 NW 1/4 SEC 34 T2S R1W
Brenda Hughes CEO Jackson Michigan Giving Back To The Community Brenda Hugh (Please sign and print name and title of signator and date signed) 3-25-24	2-202900000 1000 LANSING AVE

Petition Circulated By:

Signature: Jena Keesler Date: 3/20/2024

Name: JENA KEESLER Phone: 517-782-0543

Address: 925 BACKUS City, State, Zip: Jackson, MI 49202

CALVARY UNITED METHODIST CHURCH
925 Backus
Jackson, Michigan 49202-3297

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OWNER OF PROPERTY & SIGNATURE/DATE	TAX DESCRIPTION OF PROPERTY, PARCEL NUMBER AND LOCATION
DIALS TERRY 914 LANSING AVE JACKSON, MI 49202 Terry M. Dials 1 Terry M Dials (Please sign and print name and title of signator and date signed)	LOT 6 & N 23 FT OF LOT 7 EX W 8 RDS BLK 1 FOOTE & BENNETT'S ADD 2-122400000 914 LANSING AVE

Petition Circulated By:

Signature: Jena Keesler Date: 3/20/2024

Name: JENA KEESLER Phone: 517-782-0543

Address: 925 BACKUS City, State, Zip: Jackson, MI 49202

CALVARY UNITED METHODIST CHURCH
925 Backus
Jackson, Michigan 49202-3297

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OWNER OF PROPERTY & SIGNATURE/DATE	TAX DESCRIPTION OF PROPERTY, PARCEL NUMBER AND LOCATION
MKRK INC 730 LANSING AVE JACKSON, MI 49202	LOT 1 BLK 12 EX THAT PART OF LOT 1 DESC AS COM AT INTERS OF WLY LN OF LANSING AVE WITH E LN OF STEWARD AVE TH SLY ALG WLY LN OF LANSING AVE 24 FT TH W PARA WITH S LN OF SD LOT TO E LN OF STEWARD AVE TH N TO BEG FOOTE & BENNETT'S ADD
Ramenpreet RAMENPREET SINGH (Please sign and print name and title of signator and date signed)	2-149700000 815 STEWARD AVE

Petition Circulated By:

Signature: Jena Keesler Date: 3/20/2024

Name: JENA KEESLER Phone: 517-782-0543

Address: 925 BACKUS City, State, Zip: Jackson, MI 49202

CALVARY UNITED METHODIST CHURCH
925 Backus
Jackson, Michigan 49202-3297

RESOLUTION
STREET RECONSTRUCTION ON LANSING AVENUE

BY THE BOARD OF REVIEW:

WHEREAS, the Assessor, in accordance with the direction of the City Council, did prepare special assessments concerning street reconstruction on Lansing Avenue, from Steward Avenue to Clinton Road which assessments were by him placed on Assessment Roll No. 3451 in the amount of $413,118.18 and reported to the City Council as its meeting held on the 2nd day of April, 2024; and

WHEREAS, notice has been duly given that the City Council and Assessor would sit as a Board of Review in the Council Chambers in the City of Jackson on Tuesday, April 2, 2024, at 6:30 p.m. to hear any and all objections and suggestions by interested parties to said special assessment as contained in said roll; and

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

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

BE IT FURTHER RESOLVED that each and all of the special assessments contained in Roll No. 3451 shall be divided into 10 equal installments, the first of which shall be payable by the first summer tax bill following the date of the confirmation without interest charge; and the remaining installments, plus a 2.50% annual interest charge on each installment, shall be due annually each subsequent year at the same times with the same installments as the summer tax bill until each of the special assessments has been paid in full; provided, however, that in the event the City issues bonds in anticipation of special assessments, the unpaid balance of said special assessments shall, in accordance with Section 22-9 of the Jackson City Code of Ordinances, bear a rate of interest which may not be in excess of six percent (6%) per annum, or one percent (1%) above the average interest cost of said special assessment bonds.

BE IT FURTHER RESOLVED that the unpaid balance of any special assessment, including pro rata interest charges, may be paid in full at any time and that each and any special assessment may be paid without interest if payment in full by the first summer tax bill following the date of confirmation.

* * * * *

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

I, Andrea Muray, City Clerk in and for the City of Jackson, County and State aforesaid, do hereby certify that the foregoing is a true and complete copy of a resolution adopted by the Jackson City Council on the 14th day of May, 2024.

IN WITNESS WHEREOF, I have affixed my signature and the Seal of the City of Jackson, Michigan, on this 15th day of May 2024.

_____
Andrea Muray, City Clerk

ORDINANCE No. 2024 -01

An Ordinance amending Section 14-413(5) of Chapter 14, Article VI, of the City of Jackson Code of Ordinances to ensure consistency between the internal procedures and practice of the Community Development Department and the ordinance provision.

THE PEOPLE OF THE CITY OF JACKSON ORDAIN:

Section 1. Purpose.

The City Council adopts this ordinance amendment to Chapter 14, Article VI, Section 14-413(5), to ensure the internal procedures and practices of the City of Jackson Community Development Department are consistent with the ordinance provision.

Section 2.

That Section 14-413 of Chapter 14 of the City of Jackson Code of Ordinances be amended to read as follows:

* * * * * * * * *

Sec. 14-413. Fees and charges.

All fees applicable to this article shall be set from time to time by resolution of the city council and shall include at a minimum:

(1) An annual registration fee charged to the owner at the time of registration of the foreclosed, vacant or abandoned property;

(2) A failure to register fee charged to the owner for failing to register the foreclosed, vacant or abandoned property as required by this article;

(3) A monthly monitoring fee charged to the owner for periodic inspections by the department of neighborhood and economic operations to assure continuing compliance with this article. A non- refundable payment of the first three (3) months of monitoring fees shall be prepaid by the owner at the time of registration;

(4) An inspection fee charged to the owner for any inspection caused by the owner's failure to comply with the maintenance and security duties set forth in this article; and

(5) Administrative charges may also be charged to the owner for title searches, boarding and securing, removal of rubbish and debris and preparation for prosecution.

All fees collected from the foreclosed, vacant or abandoned property registry shall be placed in a housing code enforcement fund. No part of the funds held in the housing code enforcement fund may be transferred into the general operating fund for any reason.

Section 3. This Ordinance takes effect thirty (30) days from the date of adoption.

The foregoing Ordinance No. 2024-01 was adopted by Jackson City Council on May 14, 2023 and a summary was published on May 19, 2023.

_____ _____

Andrea Muray, City Clerk Daniel Mahoney, Mayor

JACKSON
Founded 1829

MEMO TO: Mayor and City Councilmembers

FROM: Jonathan Greene, City Manager

DATE: May 14, 2024

SUBJECT: Resolution for Approval of a Contract with the Michigan Department of Transportation for Reconstruction of the Martin Luther King, Jr. Equality Trail from Prospect Street to Martin Luther King, Jr., Drive.

Recommendation:

Approve a resolution to enter into a contract with the Michigan Department of Transportation (MDOT) for concrete reconstruction of the Martin Luther King, Jr. Equality Trail from Prospect Street to Martin Luther King, Jr., Drive, and authorize the Mayor and City Clerk to execute the appropriate documents.

Attached is a report from Jon Dowling, City Engineer regarding a resolution for an MDOT contract for the subject project.

I recommend approval of the resolution. Your consideration and concurrence is appreciated.

JACKSON
Founded 1829

DEPARTMENTAL REPORT

MEMO TO: Jonathan Greene, City Manager

FROM: Jon Dowling, Engineer

DATE: May 14, 2024

RECOMMENDATION: Approve a resolution to enter into a contract with the Michigan Department of Transportation (MDOT) for concrete reconstruction of the Martin Luther King, Jr. Equality Trail from Prospect Street to Martin Luther King, Jr., Drive, and authorize the Mayor and City Clerk to execute the appropriate documents.

ISSUE STATEMENT

Engineering records show the Martin Luther King, Jr. Equality Trail was originally constructed in 1996 as an eight-foot wide asphalt path. In 1999 the American Association of State Highway and Transportation Officials issued the first edition of the Guide for the Development of Bicycle Facilities. In this guide, the minimum width of a shared use path is recommended to be ten feet. In 2012, this section of the trail was repaved to a ten-foot wide trail with 2.5 inches of asphalt. The current trail has settlements and cracks throughout this section.

DESCRIBE THE CONSEQUENCES

If the work is not performed on the Martin Luther King, Jr. Equality Trail, the pavement conditions will continue to deteriorate. Engineering proposes to reconstruct the existing trail with a 12-foot wide concrete trail.

Plans for this work were prepared and sent to MDOT for bidding. The cost participation agreement with contract number 24-5153 for this project has been prepared by MDOT and forwarded to the City for approval. The estimate for the construction work is $639,000, with the federal portion being $302,240 and the City share being $336,760.

OWNERSHIP

Engineering is responsible for the reconstruction of the trail system in the City. Engineering proposes to reconstruct the Martin Luther King, Jr. Equality Trail from Prospect Street to Martin Luther King, Jr. Drive.

SOLUTION

To get this trail reconstructed, it is the request of Engineering that the MDOT contract be approved by City Council.

FACILITATE IMPLEMENTATION

Approve a resolution to enter into a contract with the Michigan Department of Transportation (MDOT) for concrete reconstruction of the Martin Luther King, Jr. Equality Trail from Prospect Street to Martin Luther King, Jr., Drive, and authorize the Mayor and City Clerk to execute the appropriate documents.

ATTACHMENTS

1. Engineering MDOT MLK Trail Contract Res attachments

RESOLUTION

BY CITY COUNCIL:

WHEREAS, the Martin Luther King, Jr. Equality Trail from Prospect Street to Martin Luther King, Jr. Drive is in need of improvements; and

WHEREAS, the project has received federal funding for 80% to a maximum of $183,281 of federal Carbon Reduction Program funds, $64,876 of federal Surface Transportation Flex funds and $54,083 of federal Surface Transportation Small MPO funds; and

WHEREAS, the cost-participation agreement and contract number 24-5153 for this project has been prepared by the Michigan Department of Transportation and forwarded to the City of Jackson for approval; and

WHEREAS, the estimate for the construction work is $639,000 with the federal share being $302,240 and the City share being $336,760.

NOW, THEREFORE, BE IT RESOLVED that the City Council does approve the concrete reconstruction of the Martin Luther King, Jr. Equality Trail from Prospect Street to Martin Luther King, Jr. Drive; and

BE IT FURTHER RESOLVED that the City Council does approve entering into the contract number 24-5153 with the Michigan Department of Transportation for the concrete reconstruction of the Martin Luther King, Jr. Equality Trail from Prospect Street to Martin Luther King, Jr. Drive; and

BE IT FURTHER RESOLVED that the City Council does authorize the Mayor and the City Clerk to sign the contract documents on behalf of the City.

* * * *

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

I, Andrea Muray, City Clerk in and for the City of Jackson, County and State aforesaid, do hereby certify that the foregoing is a true and complete copy of a resolution adopted by the Jackson City Council on the 14th day of May, 2024.

IN WITNESS WHEREOF, I have hereto affixed my signature and the Seal of the City of Jackson, Michigan, on this 15th day of May, 2024.

_____
Daniel Mahoney, Mayor

_____
Andrea Muray, City Clerk

STP, CR DA

Control Section	STUL 38000
Job Number	216546CON
Project	24A0385
CFDA No.	20.205 (Highway Research Planning & Construction)
Contract No.	24-5153

PART I

THIS CONTRACT, consisting of PART I and PART II (Standard Agreement Provisions), is made by and between the MICHIGAN DEPARTMENT OF TRANSPORTATION, hereinafter referred to as the "DEPARTMENT"; and the CITY OF JACKSON, a Michigan municipal corporation, hereinafter referred to as the "REQUESTING PARTY"; for the purpose of fixing the rights and obligations of the parties in agreeing to the following improvements, in Jackson, Michigan, hereinafter referred to as the "PROJECT" and estimated in detail on EXHIBIT "I", dated April 7, 2024, attached hereto and made a part hereof:

Hot mix asphalt shared use path reconstruction to a concrete shared use path along the Martin Luther King Jr. Equality Trail from Prospect Street to Martin Luther King Jr. Drive; including earthwork, aggregate base, concrete curb ramps, light emitting diode enhanced warning signs, pedestrian pushbuttons, infrared bollards, permanent signing and pavement markings; and all together with necessary related work.

WITNESSETH:

WHEREAS, pursuant to Federal law, monies have been provided for the performance of certain improvements on public roads; and

WHEREAS, the reference "FHWA" in PART I and PART II refers to the United States Department of Transportation, Federal Highway Administration; and

WHEREAS, the PROJECT, or portions of the PROJECT, at the request of the REQUESTING PARTY, are being programmed with the FHWA, for implementation with the use of Federal Funds under the following Federal program(s) or funding:

CARBON REDUCTION PROGRAM
SURFACE TRANSPORTATION PROGRAM

WHEREAS, the parties hereto have reached an understanding with each other regarding the performance of the PROJECT work and desire to set forth this understanding in the form of a written contract.

NOW, THEREFORE, in consideration of the premises and of the mutual undertakings of the parties and in conformity with applicable law, it is agreed:

1. The parties hereto shall undertake and complete the PROJECT in accordance with the terms of this contract.

2. The term "PROJECT COST", as herein used, is hereby defined as the cost of the physical construction necessary for the completion of the PROJECT, including any other costs incurred by the DEPARTMENT as a result of this contract, except construction engineering and inspection.

No charges will be made by the DEPARTMENT to the PROJECT for any inspection work or construction engineering.

The costs incurred by the REQUESTING PARTY for preliminary engineering, construction engineering, construction materials testing, inspection, and right-of-way are excluded from the PROJECT COST as defined by this contract.

The Michigan Department of Environment, Great Lakes, and Energy has informed the DEPARTMENT that it adopted new administrative rules (R 325.10101, et. seq.) which prohibit any governmental agency from connecting and/or reconnecting lead and/or galvanized service lines to existing and/or new water main. Questions regarding these administrative rules should be directed to Michigan Department of Environment, Great Lakes, and Energy. The cost associated with replacement of any lead and/or galvanized service lines, including but not limited to contractor claims, will be the sole responsibility of the REQUESTING PARTY.

3. The DEPARTMENT is authorized by the REQUESTING PARTY to administer on behalf of the REQUESTING PARTY all phases of the PROJECT, including advertising and awarding the construction contract for the PROJECT or portions of the PROJECT. Such administration shall be in accordance with PART II, Section II of this contract.

Any items of the PROJECT COST incurred by the DEPARTMENT may be charged to the PROJECT.

4. The REQUESTING PARTY, at no cost to the PROJECT or to the DEPARTMENT, shall:

A. Design or cause to be designed the plans for the PROJECT.

B. Appoint a project engineer who shall be in responsible charge of the PROJECT and ensure that the plans and specifications are followed.

C. Perform or cause to be performed the construction engineering, construction materials testing, and inspection services necessary for the completion of the PROJECT.

The REQUESTING PARTY will furnish the DEPARTMENT proposed timing sequences for trunkline signals that, if any, are being made part of the improvement. No timing adjustments shall be made by the REQUESTING PARTY at any trunkline intersection, without prior issuances by the DEPARTMENT of Standard Traffic Signal Timing Permits.

5. The PROJECT COST shall be met in part by contributions by the Federal Government. Federal Surface Transportation Funds in combination with Federal Carbon Reduction Program Funds shall be applied to the eligible items of the PROJECT COST. Federal Carbon Reduction Program Funds shall be applied to the eligible items of the PROJECT COST up to the lesser of: (1) $183,281 or (2) an amount such that 80 percent, the normal Federal participation ratio for such funds, is not exceeded at the time of the award of the construction contract. Federal Surface Transportation Flex Funds shall then be applied to the eligible items of the PROJECT COST up to the lesser of: (1) $64,876 or (2) an amount such that 80 percent, the normal Federal participation ratio for such funds, is not exceeded at the time of the award of the construction contract. Federal Surface Transportation Small MPO Funds shall then be applied to the eligible items of the PROJECT COST up to the lesser of: (1) $54,083 or (2) an amount such that 80 percent, the normal Federal participation ratio for such funds, is not exceeded at the time of the award of the construction contract. The balance of the PROJECT COST, after deduction of Federal Funds, shall be charged to and paid by the REQUESTING PARTY in the manner and at the times hereinafter set forth.

Any items of PROJECT COST not reimbursed by Federal Funds shall be the sole responsibility of the REQUESTING PARTY.

6. No working capital deposit will be required for this PROJECT.

In order to fulfill the obligations assumed by the REQUESTING PARTY under the provisions of this contract, the REQUESTING PARTY shall make prompt payments of its share of the PROJECT COST upon receipt of progress billings from the DEPARTMENT as herein provided. All payments will be made within 30 days of receipt of billings from the DEPARTMENT. Billings to the REQUESTING PARTY will be based upon the REQUESTING PARTY'S share of the actual costs incurred less Federal Funds earned as the PROJECT progresses.

7. It is understood that the REQUESTING PARTY is responsible for the facilities constructed as the PROJECT and that said facilities may require special or unusual operation and/or maintenance. The REQUESTING PARTY certifies, by execution of this contract, that upon completion of construction and at no cost to the PROJECT or the DEPARTMENT, it will properly maintain or provide for the maintenance and operation of the PROJECT, making ample provisions each year for the performance of such maintenance work as may be required. Upon completion of the PROJECT, the REQUESTING PARTY shall accept the facilities constructed as built to specifications within the construction contract documents.

On projects involving the mobility for bicyclists, the REQUESTING PARTY will enact no ordinances or regulations prohibiting the use of bicycles on the facility hereinbefore described

as the PROJECT and will amend any existing restrictive ordinances in this regard so as to allow use of this facility by bicycles. No motorized vehicles shall be permitted on such facility constructed as the PROJECT except those for maintenance or emergency assistance purposes, or mobility for persons with disabilities.

On projects involving the restoration of historic facilities, the REQUESTING PARTY agrees that the project will not be awarded until the owner of such facilities has an Historic Preservation Covenant, which includes an Historic Preservation Easement, or an Historic Preservation Agreement, as appropriate, with the Michigan State Historic Preservation Office in accordance with 1995 PA 60 for the purpose of ensuring that the historic property will be preserved. The REQUESTING PARTY also agrees that such facilities shall be maintained and repaired by the REQUESTING PARTY or owner, as applicable, at no cost to the DEPARTMENT or the PROJECT, in such a manner as to preserve the historical integrity of features, materials, appearance, workmanship, and environment.

On projects which include landscaping, the DEPARTMENT, at PROJECT COST, agrees to perform or cause to be performed, the watering and cultivating necessary to properly establish the plantings for a period of two growing seasons, in general conformance with Section 815.03(I) of the DEPARTMENT'S Standard Specifications for Construction. The REQUESTING PARTY shall maintain all plantings following completion of said period of establishment.

Failure of the REQUESTING PARTY to fulfill its responsibilities as outlined herein may disqualify the REQUESTING PARTY from future Federal aid participation in Transportation Alternatives Program projects or in other projects on roads or streets for which it has maintenance responsibility. Federal aid may be withheld until such time as deficiencies in regulations have been corrected, and the improvements constructed as the PROJECT are brought to a satisfactory condition of maintenance.

8. The performance of the entire PROJECT under this contract, whether Federally funded or not, will be subject to the provisions and requirements of PART II that are applicable to a Federally funded project.

In the event of any discrepancies between PART I and PART II of this contract, the provisions of PART I shall prevail.

Buy America Requirements (23 CFR 635.410) shall apply to the PROJECT and will be adhered to, as applicable, by the parties hereto.

9. The REQUESTING PARTY certifies that it is not aware if and has no reason to believe that the property on which the work is to be performed under this agreement is a facility, as defined by the Michigan Natural Resources and Environmental Protection Act [(NREPA), PA 451, 1994, as amended 2012]; MCL 324.20101(1)(s). The REQUESTING PARTY also certifies that it is not a liable party pursuant to either Part 201 or Part 213 of NREPA, MCL 324.20126 et seq. and MCL 324.21323a et seq. The REQUESTING PARTY is a local unit of government that has acquired or will acquire property for the use of either a transportation

corridor or public right-of-way and was not responsible for any activities causing a release or threat of release of any hazardous materials at or on the property. The REQUESTING PARTY is not a person who is liable for response activity costs, pursuant to MCL 324.20101 (vv) and (ww).

10. If, subsequent to execution of this contract, previously unknown hazardous substances are discovered within the PROJECT limits, which require environmental remediation pursuant to either state or federal law, the REQUESTING PARTY, in addition to reporting that fact to the Michigan Department of Environment, Great Lakes, and Energy, shall immediately notify the DEPARTMENT, both orally and in writing of such discovery. The DEPARTMENT shall consult with the REQUESTING PARTY to determine if it is willing to pay for the cost of remediation and, with the FHWA, to determine the eligibility, for reimbursement, of the remediation costs. The REQUESTING PARTY shall be charged for and shall pay all costs associated with such remediation, including all delay costs of the contractor for the PROJECT, in the event that remediation and delay costs are not deemed eligible by the FHWA. If the REQUESTING PARTY refuses to participate in the cost of remediation, the DEPARTMENT shall terminate the PROJECT. The parties agree that any costs or damages that the DEPARTMENT incurs as a result of such termination shall be considered a PROJECT COST.

11. If federal and/or state funds administered by the DEPARTMENT are used to pay the cost of remediating any hazardous substances discovered after the execution of this contract and if there is a reasonable likelihood of recovery, the REQUESTING PARTY, in cooperation with the Michigan Department of Environment, Great Lakes, and Energy and the DEPARTMENT, shall make a diligent effort to recover such costs from all other possible entities. If recovery is made, the DEPARTMENT shall be reimbursed from such recovery for the proportionate share of the amount paid by the FHWA and/or the DEPARTMENT and the DEPARTMENT shall credit such sums to the appropriate funding source.

12. The DEPARTMENT'S sole reason for entering into this contract is to enable the REQUESTING PARTY to obtain and use funds provided by the Federal Highway Administration pursuant to Title 23 of the United States Code.

Any and all approvals of, reviews of, and recommendations regarding contracts, agreements, permits, plans, specifications, or documents, of any nature, or any inspections of work by the DEPARTMENT or its agents pursuant to the terms of this contract are done to assist the REQUESTING PARTY in meeting program guidelines in order to qualify for available funds. Such approvals, reviews, inspections and recommendations by the DEPARTMENT or its agents shall not relieve the REQUESTING PARTY and the local agencies, as applicable, of their ultimate control and shall not be construed as a warranty of their propriety or that the DEPARTMENT or its agents is assuming any liability, control or jurisdiction.

The providing of recommendations or advice by the DEPARTMENT or its agents does not relieve the REQUESTING PARTY and the local agencies, as applicable of their exclusive jurisdiction of the highway and responsibility under MCL 691.1402 et seq., as amended.

When providing approvals, reviews and recommendations under this contract, the DEPARTMENT or its agents is performing a governmental function, as that term is defined in MCL 691.1401 et seq., as amended, which is incidental to the completion of the PROJECT.

Upon completion of the PROJECT, the REQUESTING PARTY shall accept the facilities constructed as built to specifications within the contract documents. It is understood that the REQUESTING PARTY shall own the facilities and shall operate and maintain the facilities in accordance with all applicable Federal and State laws and regulations, including, but not limited to, Title II of the Americans with Disabilities Act (ADA), 42 USC 12131 et seq., and its associated regulations and standards, and DEPARTMENT Road and Bridge Standard Plans and the Standard Specifications for Construction.

13. The DEPARTMENT, by executing this contract, and rendering services pursuant to this contract, has not and does not assume jurisdiction of the highway, described as the PROJECT for purposes of MCL 691.1402 et seq., as amended. Exclusive jurisdiction of such highway for the purposes of MCL 691.1402 et seq., as amended, rests with the REQUESTING PARTY and other local agencies having respective jurisdiction.

14. The REQUESTING PARTY shall approve all of the plans and specifications to be used on the PROJECT and shall be deemed to have approved all changes to the plans and specifications when put into effect. It is agreed that ultimate responsibility and control over the PROJECT rests with the REQUESTING PARTY and local agencies, as applicable.

15. The REQUESTING PARTY agrees that the costs reported to the DEPARTMENT for this contract will represent only those items that are properly chargeable in accordance with this contract. The REQUESTING PARTY also certifies that it has read the contract terms and has made itself aware of the applicable laws, regulations, and terms of this contract that apply to the reporting of costs incurred under the terms of this contract.

16. Each party to this contract will remain responsible for any and all claims arising out of its own acts and/or omissions during the performance of the contract, as provided by this contract or by law. In addition, this is not intended to increase or decrease either party’s liability for or immunity from tort claims. This contract is also not intended to nor will it be interpreted as giving either party a right of indemnification, either by contract or by law, for claims arising out of the performance of this contract.

17. The parties shall promptly provide comprehensive assistance and cooperation in defending and resolving any claims brought against the DEPARTMENT by the contractor, vendors or suppliers as a result of the DEPARTMENT'S award of the construction contract for the PROJECT. Costs incurred by the DEPARTMENT in defending or resolving such claims shall be considered PROJECT COSTS.

18. The DEPARTMENT shall require the contractor who is awarded the contract for the construction of the PROJECT to provide insurance in the amounts specified and in accordance with the DEPARTMENT'S current Standard Specifications for Construction and to:

A. Maintain bodily injury and property damage insurance for the duration of the PROJECT.

B. Provide owner's protective liability insurance naming as insureds the State of Michigan, the Michigan State Transportation Commission, the DEPARTMENT and its officials, agents and employees, the REQUESTING PARTY and any other county, county road commission, or municipality in whose jurisdiction the PROJECT is located, and their employees, for the duration of the PROJECT and to provide, upon request, copies of certificates of insurance to the insureds. It is understood that the DEPARTMENT does not assume jurisdiction of the highway described as the PROJECT as a result of being named as an insured on the owner's protective liability insurance policy.

C. Comply with the requirements of notice of cancellation and reduction of insurance set forth in the current standard specifications for construction and to provide, upon request, copies of notices and reports prepared to those insured.

19. This contract shall become binding on the parties hereto and of full force and effect upon the signing thereof by the duly authorized officials for the parties hereto and upon the adoption of the necessary resolutions approving said contract and authorizing the signatures thereto of the respective officials of the REQUESTING PARTY, a certified copy of which resolution shall be attached to this contract.

IN WITNESS WHEREOF, the parties hereto have caused this contract to be executed as written below.

CITY OF JACKSON

By_____
Title:

By_____
Title:

MICHIGAN DEPARTMENT
OF TRANSPORTATION

By_____
for Department Director MDOT



April 7, 2024

EXHIBIT I

CONTROL SECTION	STUL 38000
JOB NUMBER	216456CON
PROJECT	24A0385

ESTIMATED COST

CONTRACTED WORK

Estimated Cost	$639,000

COST PARTICIPATION

GRAND TOTAL ESTIMATED COST	$639,000
Less Federal Funds*	$302,240
BALANCE (REQUESTING PARTY'S SHARE)	$336,760

*Federal Funds for the PROJECT are limited to an amount as described in Section 5.

NO DEPOSIT

PART II

STANDARD AGREEMENT PROVISIONS

SECTION I COMPLIANCE WITH REGULATIONS AND DIRECTIVES

SECTION II PROJECT ADMINISTRATION AND SUPERVISION

SECTION III ACCOUNTING AND BILLING

SECTION IV MAINTENANCE AND OPERATION

SECTION V SPECIAL PROGRAM AND PROJECT CONDITIONS

SECTION I

COMPLIANCE WITH REGULATIONS AND DIRECTIVES

A. To qualify for eligible cost, all work shall be documented in accordance with the requirements and procedures of the DEPARTMENT.

B. All work on projects for which reimbursement with Federal funds is requested shall be performed in accordance with the requirements and guidelines set forth in the following Directives of the Federal-Aid Policy Guide (FAPG) of the FHWA, as applicable, and as referenced in pertinent sections of Title 23 and Title 49 of the Code of Federal Regulations (CFR), and all supplements and amendments thereto.

1. Engineering

   a. FAPG (6012.1): Preliminary Engineering

   b. FAPG (23 CFR 172): Administration of Engineering and Design Related Service Contracts

   c. FAPG (23 CFR 635A): Contract Procedures

   d. FAPG (49 CFR 18.22): Uniform Administrative Requirements for Grants and Cooperative Agreements to State and Local Governments–Allowable Costs

2. Construction

   a. FAPG (23 CFR 140E): Administrative Settlement Costs-Contract Claims

   b. FAPG (23 CFR 140B): Construction Engineering Costs

   c. FAPG (23 CFR 17): Recordkeeping and Retention Requirements for Federal-Aid Highway Records of State Highway Agencies

   d. FAPG (23 CFR 635A): Contract Procedures

   e. FAPG (23 CFR 635B): Force Account Construction

   f. FAPG (23 CFR 645A): Utility Relocations, Adjustments and Reimbursement

g. FAPG (23 CFR 645B): Accommodation of Utilities (PPM 30-4.1)

h. FAPG (23 CFR 655F): Traffic Control Devices on Federal-Aid and other Streets and Highways

i. FAPG (49 CFR 18.22): Uniform Administrative Requirements for Grants and Cooperative Agreements to State and Local Governments–Allowable Costs

3. Modification Or Construction Of Railroad Facilities

a. FAPG (23 CFR 140I): Reimbursement for Railroad Work

b. FAPG (23 CFR 646B): Railroad Highway Projects

C. In conformance with FAPG (23 CFR 630C) Project Agreements, the political subdivisions party to this contract, on those Federally funded projects which exceed a total cost of $100,000.00 stipulate the following with respect to their specific jurisdictions:

1. That any facility to be utilized in performance under or to benefit from this contract is not listed on the Environmental Protection Agency (EPA) List of Violating Facilities issued pursuant to the requirements of the Federal Clean Air Act, as amended, and the Federal Water Pollution Control Act, as amended.

2. That they each agree to comply with all of the requirements of Section 114 of the Federal Clean Air Act and Section 308 of the Federal Water Pollution Control Act, and all regulations and guidelines issued thereunder.

3. That as a condition of Federal aid pursuant to this contract they shall notify the DEPARTMENT of the receipt of any advice indicating that a facility to be utilized in performance under or to benefit from this contract is under consideration to be listed on the EPA List of Violating Facilities.

D. Ensure that the PROJECT is constructed in accordance with and incorporates all committed environmental impact mitigation measures listed in approved environmental documents unless modified or deleted by approval of the FHWA.

E. All the requirements, guidelines, conditions and restrictions noted in all other pertinent Directives and Instructional Memoranda of the FHWA will apply to this contract and will be adhered to, as applicable, by the parties hereto.

SECTION II

PROJECT ADMINISTRATION AND SUPERVISION

A. The DEPARTMENT shall provide such administrative guidance as it determines is required by the PROJECT in order to facilitate the obtaining of available federal and/or state funds.

B. The DEPARTMENT will advertise and award all contracted portions of the PROJECT work. Prior to advertising of the PROJECT for receipt of bids, the REQUESTING PARTY may delete any portion or all of the PROJECT work. After receipt of bids for the PROJECT, the REQUESTING PARTY shall have the right to reject the amount bid for the PROJECT prior to the award of the contract for the PROJECT only if such amount exceeds by ten percent (10%) the final engineer's estimate therefor. If such rejection of the bids is not received in writing within two (2) weeks after letting, the DEPARTMENT will assume concurrence. The DEPARTMENT may, upon request, readvertise the PROJECT. Should the REQUESTING PARTY so request in writing within the aforesaid two (2) week period after letting, the PROJECT will be cancelled and the DEPARTMENT will refund the unused balance of the deposit less all costs incurred by the DEPARTMENT.

C. The DEPARTMENT will perform such inspection services on PROJECT work performed by the REQUESTING PARTY with its own forces as is required to ensure compliance with the approved plans & specifications.

D. On those projects funded with Federal monies, the DEPARTMENT shall as may be required secure from the FHWA approval of plans and specifications, and such cost estimates for FHWA participation in the PROJECT COST.

E. All work in connection with the PROJECT shall be performed in conformance with the Michigan Department of Transportation Standard Specifications for Construction, and the supplemental specifications, Special Provisions and plans pertaining to the PROJECT and all materials furnished and used in the construction of the PROJECT shall conform to the aforesaid specifications. No extra work shall be performed nor changes in plans and specifications made until said work or changes are approved by the project engineer and authorized by the DEPARTMENT.

F. Should it be necessary or desirable that portions of the work covered by this contract be accomplished by a consulting firm, a railway company, or governmental agency, firm, person, or corporation, under a subcontract with the REQUESTING PARTY at PROJECT expense, such subcontracted arrangements will be covered by formal written agreement between the REQUESTING PARTY and that party.

This formal written agreement shall: include a reference to the specific prime contract to which it pertains; include provisions which clearly set forth the maximum reimbursable and the basis of payment; provide for the maintenance of accounting records in accordance with generally accepted accounting principles, which clearly document the actual cost of the services provided; provide that costs eligible for reimbursement shall be in accordance with clearly defined cost criteria such as 49 CFR Part 18, 48 CFR Part 31, 23 CFR Part 140, OMB Circular A-87, etc. as applicable; provide for access to the department or its representatives to inspect and audit all data and records related to the agreement for a minimum of three years after the department's final payment to the local unit.

All such agreements will be submitted for approval by the DEPARTMENT and, if applicable, by the FHWA prior to execution thereof, except for agreements for amounts less than $100,000 for preliminary engineering and testing services executed under and in accordance with the provisions of the "Small Purchase Procedures" FAPG (23 CFR 172), which do not require prior approval of the DEPARTMENT or the FHWA.

Any such approval by the DEPARTMENT shall in no way be construed as a warranty of the subcontractor's qualifications, financial integrity, or ability to perform the work being subcontracted.

G. The REQUESTING PARTY, at no cost to the PROJECT or the DEPARTMENT, shall make such arrangements with railway companies, utilities, etc., as may be necessary for the performance of work required for the PROJECT but for which Federal or other reimbursement will not be requested.

H. The REQUESTING PARTY, at no cost to the PROJECT, or the DEPARTMENT, shall secure, as necessary, all agreements and approvals of the PROJECT with railway companies, the Railroad Safety & Tariffs Division of the DEPARTMENT and other concerned governmental agencies other than the FHWA, and will forward same to the DEPARTMENT for such reviews and approvals as may be required.

I. No PROJECT work for which reimbursement will be requested by the REQUESTING PARTY is to be subcontracted or performed until the DEPARTMENT gives written notification that such work may commence.

J. The REQUESTING PARTY shall be responsible for the payment of all costs and expenses incurred in the performance of the work it agrees to undertake and perform.

K. The REQUESTING PARTY shall pay directly to the party performing the work all billings for the services performed on the PROJECT which are authorized by or through the REQUESTING PARTY.

L. The REQUESTING PARTY shall submit to the DEPARTMENT all paid billings for which reimbursement is desired in accordance with DEPARTMENT procedures.

M. All work by a consulting firm will be performed in compliance with the applicable provisions of 1980 PA 299, Subsection 2001, MCL 339.2001; MSA 18.425(2001), as well as in accordance with the provisions of all previously cited Directives of the FHWA.

N. The project engineer shall be subject to such administrative guidance as may be deemed necessary to ensure compliance with program requirement and, in those instances where a consultant firm is retained to provide engineering and inspection services, the personnel performing those services shall be subject to the same conditions.

O. The DEPARTMENT, in administering the PROJECT in accordance with applicable Federal and State requirements and regulations, neither assumes nor becomes liable for any obligations undertaken or arising between the REQUESTING PARTY and any other party with respect to the PROJECT.

P. In the event it is determined by the DEPARTMENT that there will be either insufficient Federal funds or insufficient time to properly administer such funds for the entire PROJECT or portions thereof, the DEPARTMENT, prior to advertising or issuing authorization for work performance, may cancel the PROJECT, or any portion thereof, and upon written notice to the parties this contract shall be void and of no effect with respect to that cancelled portion of the PROJECT. Any PROJECT deposits previously made by the parties on the cancelled portions of the PROJECT will be promptly refunded.

Q. Those projects funded with Federal monies will be subject to inspection at all times by the DEPARTMENT and the FHWA.

SECTION III

ACCOUNTING AND BILLING

A. Procedures for billing for work undertaken by the REQUESTING PARTY:

1. The REQUESTING PARTY shall establish and maintain accurate records, in accordance with generally accepted accounting principles, of all expenses incurred for which payment is sought or made under this contract, said records to be hereinafter referred to as the "RECORDS". Separate accounts shall be established and maintained for all costs incurred under this contract.

The REQUESTING PARTY shall maintain the RECORDS for at least three (3) years from the date of final payment of Federal Aid made by the DEPARTMENT under this contract. In the event of a dispute with regard to the allowable expenses or any other issue under this contract, the REQUESTING PARTY shall thereafter continue to maintain the RECORDS at least until that dispute has been finally decided and the time for all available challenges or appeals of that decision has expired.

The DEPARTMENT, or its representative, may inspect, copy, or audit the RECORDS at any reasonable time after giving reasonable notice.

If any part of the work is subcontracted, the REQUESTING PARTY shall assure compliance with the above for all subcontracted work.

In the event that an audit performed by or on behalf of the DEPARTMENT indicates an adjustment to the costs reported under this contract, or questions the allowability of an item of expense, the DEPARTMENT shall promptly submit to the REQUESTING PARTY, a Notice of Audit Results and a copy of the audit report which may supplement or modify any tentative findings verbally communicated to the REQUESTING PARTY at the completion of an audit.

Within sixty (60) days after the date of the Notice of Audit Results, the REQUESTING PARTY shall: (a) respond in writing to the responsible Bureau or the DEPARTMENT indicating whether or not it concurs with the audit report, (b) clearly explain the nature and basis for any disagreement as to a disallowed item of expense and, (c) submit to the DEPARTMENT a written explanation as to any questioned or no opinion expressed item of expense, hereinafter referred to as the "RESPONSE". The RESPONSE shall be clearly stated and provide any supporting documentation necessary to resolve any disagreement or questioned or no opinion expressed item of expense. Where the documentation is voluminous, the REQUESTING PARTY may supply appropriate excerpts and make alternate

arrangements to conveniently and reasonably make that documentation available for review by the DEPARTMENT. The RESPONSE shall refer to and apply the language of the contract. The REQUESTING PARTY agrees that failure to submit a RESPONSE within the sixty (60) day period constitutes agreement with any disallowance of an item of expense and authorizes the DEPARTMENT to finally disallow any items of questioned or no opinion expressed cost.

The DEPARTMENT shall make its decision with regard to any Notice of Audit Results and RESPONSE within one hundred twenty (120) days after the date of the Notice of Audit Results. If the DEPARTMENT determines that an overpayment has been made to the REQUESTING PARTY, the REQUESTING PARTY shall repay that amount to the DEPARTMENT or reach agreement with the DEPARTMENT on a repayment schedule within thirty (30) days after the date of an invoice from the DEPARTMENT. If the REQUESTING PARTY fails to repay the overpayment or reach agreement with the DEPARTMENT on a repayment schedule within the thirty (30) day period, the REQUESTING PARTY agrees that the DEPARTMENT shall deduct all or a portion of the overpayment from any funds then or thereafter payable by the DEPARTMENT to the REQUESTING PARTY under this contract or any other agreement, or payable to the REQUESTING PARTY under the terms of 1951 PA 51, as applicable. Interest will be assessed on any partial payments or repayment schedules based on the unpaid balance at the end of each month until the balance is paid in full. The assessment of interest will begin thirty (30) days from the date of the invoice. The rate of interest will be based on the Michigan Department of Treasury common cash funds interest earnings. The rate of interest will be reviewed annually by the DEPARTMENT and adjusted as necessary based on the Michigan Department of Treasury common cash funds interest earnings. The REQUESTING PARTY expressly consents to this withholding or offsetting of funds under those circumstances, reserving the right to file a lawsuit in the Court of Claims to contest the DEPARTMENT'S decision only as to any item of expense the disallowance of which was disputed by the REQUESTING PARTY in a timely filed RESPONSE.

The REQUESTING PARTY shall comply with the Single Audit Act of 1984, as amended, including, but not limited to, the Single Audit Amendments of 1996 (31 USC 7501-7507).

The REQUESTING PARTY shall adhere to the following requirements associated with audits of accounts and records:

a. Agencies expending a total of $500,000 or more in federal funds, from one or more funding sources in its fiscal year, shall comply with the requirements of the federal Office of Management and Budget (OMB) Circular A-133, as revised or amended.

The agency shall submit two copies of:

The Reporting Package
The Data Collection Form
The management letter to the agency, if one issued by the audit firm

The OMB Circular A-133 audit must be submitted to the address below in accordance with the time frame established in the circular, as revised or amended.

b. Agencies expending less than $500,000 in federal funds must submit a letter to the Department advising that a circular audit was not required. The letter shall indicate the applicable fiscal year, the amount of federal funds spent, the name(s) of the Department federal programs, and the CFDA grant number(s). This information must also be submitted to the address below.

c. Address: Michigan Department of Education
Accounting Service Center
Hannah Building
608 Allegan Street
Lansing, MI 48909

d. Agencies must also comply with applicable State laws and regulations relative to audit requirements.

e. Agencies shall not charge audit costs to Department's federal programs which are not in accordance with the OMB Circular A-133 requirements.

f. All agencies are subject to the federally required monitoring activities, which may include limited scope reviews and other on-site monitoring.

2. Agreed Unit Prices Work - All billings for work undertaken by the REQUESTING PARTY on an agreed unit price basis will be submitted in accordance with the Michigan Department of Transportation Standard Specifications for Construction and pertinent FAPG Directives and Guidelines of the FHWA.

3. Force Account Work and Subcontracted Work - All billings submitted to the DEPARTMENT for Federal reimbursement for items of work performed on a force account basis or by any subcontract with a consulting firm, railway company, governmental agency or other party, under the terms of this contract, shall be prepared in accordance with the provisions of the pertinent FHPM Directives and the procedures of the DEPARTMENT. Progress billings may be submitted monthly during the time work is being performed provided, however, that no bill of a lesser amount than $1,000.00 shall be submitted unless it is a final

or end of fiscal year billing. All billings shall be labeled either "Progress Bill Number _____", or "Final Billing".

4. Final billing under this contract shall be submitted in a timely manner but not later than six months after completion of the work. Billings for work submitted later than six months after completion of the work will not be paid.

5. Upon receipt of billings for reimbursement for work undertaken by the REQUESTING PARTY on projects funded with Federal monies, the DEPARTMENT will act as billing agent for the REQUESTING PARTY, consolidating said billings with those for its own force account work and presenting these consolidated billings to the FHWA for payment. Upon receipt of reimbursement from the FHWA, the DEPARTMENT will promptly forward to the REQUESTING PARTY its share of said reimbursement.

6. Upon receipt of billings for reimbursement for work undertaken by the REQUESTING PARTY on projects funded with non-Federal monies, the DEPARTMENT will promptly forward to the REQUESTING PARTY reimbursement of eligible costs.

B. Payment of Contracted and DEPARTMENT Costs:

1. As work on the PROJECT commences, the initial payments for contracted work and/or costs incurred by the DEPARTMENT will be made from the working capital deposit. Receipt of progress payments of Federal funds, and where applicable, State Critical Bridge funds, will be used to replenish the working capital deposit. The REQUESTING PARTY shall make prompt payments of its share of the contracted and/or DEPARTMENT incurred portion of the PROJECT COST upon receipt of progress billings from the DEPARTMENT. Progress billings will be based upon the REQUESTING PARTY'S share of the actual costs incurred as work on the PROJECT progresses and will be submitted, as required, until it is determined by the DEPARTMENT that there is sufficient available working capital to meet the remaining anticipated PROJECT COSTS. All progress payments will be made within thirty (30) days of receipt of billings. No monthly billing of a lesser amount than $1,000.00 will be made unless it is a final or end of fiscal year billing. Should the DEPARTMENT determine that the available working capital exceeds the remaining anticipated PROJECT COSTS, the DEPARTMENT may reimburse the REQUESTING PARTY such excess. Upon completion of the PROJECT, payment of all PROJECT COSTS, receipt of all applicable monies from the FHWA, and completion of necessary audits, the REQUESTING PARTY will be reimbursed the balance of its deposit.

2. In the event that the bid, plus contingencies, for the contracted, and/or the DEPARTMENT incurred portion of the PROJECT work exceeds the estimated cost therefor as established by this contract, the REQUESTING PARTY may be advised and billed for the additional amount of its share.

C. General Conditions:

1. The DEPARTMENT, in accordance with its procedures in existence and covering the time period involved, shall make payment for interest earned on the balance of working capital deposits for all projects on account with the DEPARTMENT. The REQUESTING PARTY in accordance with DEPARTMENT procedures in existence and covering the time period involved, shall make payment for interest owed on any deficit balance of working capital deposits for all projects on account with the DEPARTMENT. This payment or billing is processed on an annual basis corresponding to the State of Michigan fiscal year. Upon receipt of billing for interest incurred, the REQUESTING PARTY promises and shall promptly pay the DEPARTMENT said amount.

2. Pursuant to the authority granted by law, the REQUESTING PARTY hereby irrevocably pledges a sufficient amount of funds received by it from the Michigan Transportation Fund to meet its obligations as specified in PART I and PART II. If the REQUESTING PARTY shall fail to make any of its required payments when due, as specified herein, the DEPARTMENT shall immediately notify the REQUESTING PARTY and the State Treasurer of the State of Michigan or such other state officer or agency having charge and control over disbursement of the Michigan Transportation Fund, pursuant to law, of the fact of such default and the amount thereof, and, if such default is not cured by payment within ten (10) days, said State Treasurer or other state officer or agency is then authorized and directed to withhold from the first of such monies thereafter allocated by law to the REQUESTING PARTY from the Michigan Transportation Fund sufficient monies to remove the default, and to credit the REQUESTING PARTY with payment thereof, and to notify the REQUESTING PARTY in writing of such fact.

3. Upon completion of all work under this contract and final audit by the DEPARTMENT or the FHWA, the REQUESTING PARTY promises to promptly repay the DEPARTMENT for any disallowed items of costs previously disbursed by the DEPARTMENT. The REQUESTING PARTY pledges its future receipts from the Michigan Transportation Fund for repayment of all disallowed items and, upon failure to make repayment for any disallowed items within ninety (90) days of demand made by the DEPARTMENT, the DEPARTMENT is hereby authorized to withhold an equal amount from the REQUESTING PARTY'S share of any future distribution of Michigan Transportation Funds in settlement of said claim.

4. The DEPARTMENT shall maintain and keep accurate records and accounts relative to the cost of the PROJECT and upon completion of the PROJECT, payment of all items of PROJECT COST, receipt of all Federal Aid, if any, and completion of final audit by the DEPARTMENT and if applicable, by the FHWA, shall make final accounting to the REQUESTING PARTY. The final PROJECT accounting will not include interest earned or charged on working capital deposited for the PROJECT which will be accounted for separately at the close of the State of Michigan fiscal year and as set forth in Section C(1).

5. The costs of engineering and other services performed on those projects involving specific program funds and one hundred percent (100%) local funds will be apportioned to the respective portions of that project in the same ratio as the actual direct construction costs unless otherwise specified in PART I.

SECTION IV

MAINTENANCE AND OPERATION

A. Upon completion of construction of each part of the PROJECT, at no cost to the DEPARTMENT or the PROJECT, each of the parties hereto, within their respective jurisdictions, will make the following provisions for the maintenance and operation of the completed PROJECT:

1. All Projects:

Properly maintain and operate each part of the project, making ample provisions each year for the performance of such maintenance work as may be required, except as qualified in paragraph 2b of this section.

2. Projects Financed in Part with Federal Monies:

a. Sign and mark each part of the PROJECT, in accordance with the current Michigan Manual of Uniform Traffic control Devices, and will not install, or permit to be installed, any signs, signals or markings not in conformance with the standards approved by the FHWA, pursuant to 23 USC 109(d).

b. Remove, prior to completion of the PROJECT, all encroachments from the roadway right-of-way within the limits of each part of the PROJECT.

With respect to new or existing utility installations within the right-of-way of Federal Aid projects and pursuant to FAPG (23 CFR 645B): Occupancy of non-limited access right-of-way may be allowed based on consideration for traffic safety and necessary preservation of roadside space and aesthetic quality. Longitudinal occupancy of non-limited access right-of-way by private lines will require a finding of significant economic hardship, the unavailability of practicable alternatives or other extenuating circumstances.

c. Cause to be enacted, maintained and enforced, ordinances and regulations for proper traffic operations in accordance with the plans of the PROJECT.

d. Make no changes to ordinances or regulations enacted, or traffic controls installed in conjunction with the PROJECT work without prior review by the DEPARTMENT and approval of the FHWA, if required.

B. On projects for the removal of roadside obstacles, the parties, upon completion of construction of each part of the PROJECT, at no cost to the PROJECT or the DEPARTMENT, will, within their respective jurisdictions, take such action as is necessary to assure that the roadway right-of-way, cleared as the PROJECT, will be maintained free of such obstacles.

C. On projects for the construction of bikeways, the parties will enact no ordinances or regulations prohibiting the use of bicycles on the facility hereinbefore described as the PROJECT, and will amend any existing restrictive ordinances in this regard so as to allow use of this facility by bicycles. No motorized vehicles shall be permitted on such bikeways or walkways constructed as the PROJECT except those for maintenance purposes.

D. Failure of the parties hereto to fulfill their respective responsibilities as outlined herein may disqualify that party from future Federal-aid participation in projects on roads or streets for which it has maintenance responsibility. Federal Aid may be withheld until such time as deficiencies in regulations have been corrected, and the improvements constructed as the PROJECT are brought to a satisfactory condition of maintenance.

SECTION V

SPECIAL PROGRAM AND PROJECT CONDITIONS

A. Those projects for which the REQUESTING PARTY has been reimbursed with Federal monies for the acquisition of right-of-way must be under construction by the close of the twentieth (20th) fiscal year following the fiscal year in which the FHWA and the DEPARTMENT projects agreement covering that work is executed, or the REQUESTING PARTY may be required to repay to the DEPARTMENT, for forwarding to the FHWA, all monies distributed as the FHWA'S contribution to that right-of-way.

B. Those projects for which the REQUESTING PARTY has been reimbursed with Federal monies for the performance of preliminary engineering must be under construction by the close of the tenth (10th) fiscal year following the fiscal year in which the FHWA and the DEPARTMENT projects agreement covering that work is executed, or the REQUESTING PARTY may be required to repay to the DEPARTMENT, for forwarding to the FHWA, all monies distributed as the FHWA'S contribution to that preliminary engineering.

C. On those projects funded with Federal monies, the REQUESTING PARTY, at no cost to the PROJECT or the DEPARTMENT, will provide such accident information as is available and such other information as may be required under the program in order to make the proper assessment of the safety benefits derived from the work performed as the PROJECT. The REQUESTING PARTY will cooperate with the DEPARTMENT in the development of reports and such analysis as may be required and will, when requested by the DEPARTMENT, forward to the DEPARTMENT, in such form as is necessary, the required information.

D. In connection with the performance of PROJECT work under this contract the parties hereto (hereinafter in Appendix "A" referred to as the "contractor") agree to comply with the State of Michigan provisions for "Prohibition of Discrimination in State Contracts", as set forth in Appendix A, attached hereto and made a part hereof. The parties further covenant that they will comply with the Civil Rights Acts of 1964, being P.L. 88-352, 78 Stat. 241, as amended, being Title 42 U.S.C. Sections 1971, 1975a-1975d, and 2000a-2000h-6 and the Regulations of the United States Department of Transportation (49 C.F.R. Part 21) issued pursuant to said Act, including Appendix "B", attached hereto and made a part hereof, and will require similar covenants on the part of any contractor or subcontractor employed in the performance of this contract.

E. The parties will carry out the applicable requirements of the DEPARTMENT'S Disadvantaged Business Enterprise (DBE) program and 49 CFR, Part 26, including, but not limited to, those requirements set forth in Appendix C.

APPENDIX A
PROHIBITION OF DISCRIMINATION IN STATE CONTRACTS

In connection with the performance of work under this contract; the contractor agrees as follows:

1. In accordance with Public Act 453 of 1976 (Elliott-Larsen Civil Rights Act), the contractor shall not discriminate against an employee or applicant for employment with respect to hire, tenure, treatment, terms, conditions, or privileges of employment or a matter directly or indirectly related to employment because of race, color, religion, national origin, age, sex, height, weight, or marital status. A breach of this covenant will be regarded as a material breach of this contract. Further, in accordance with Public Act 220 of 1976 (Persons with Disabilities Civil Rights Act), as amended by Public Act 478 of 1980, the contractor shall not discriminate against any employee or applicant for employment with respect to hire, tenure, terms, conditions, or privileges of employment or a matter directly or indirectly related to employment because of a disability that is unrelated to the individual's ability to perform the duties of a particular job or position. A breach of the above covenants will be regarded as a material breach of this contract.

2. The contractor hereby agrees that any and all subcontracts to this contract, whereby a portion of the work set forth in this contract is to be performed, shall contain a covenant the same as hereinabove set forth in Section 1 of this Appendix.

3. The contractor will take affirmative action to ensure that applicants for employment and employees are treated without regard to their race, color, religion, national origin, age, sex, height, weight, marital status, or any disability that is unrelated to the individual's ability to perform the duties of a particular job or position. Such action shall include, but not be limited to, the following: employment; treatment; upgrading; demotion or transfer; recruitment; advertising; layoff or termination; rates of pay or other forms of compensation; and selection for training, including apprenticeship.

4. The contractor shall, in all solicitations or advertisements for employees placed by or on behalf of the contractor, state that all qualified applicants will receive consideration for employment without regard to race, color, religion, national origin, age, sex, height, weight, marital status, or disability that is unrelated to the individual's ability to perform the duties of a particular job or position.

5. The contractor or its collective bargaining representative shall send to each labor union or representative of workers with which the contractor has a collective bargaining agreement or other contract or understanding a notice advising such labor union or workers' representative of the contractor's commitments under this Appendix.

6. The contractor shall comply with all relevant published rules, regulations, directives, and orders of the Michigan Civil Rights Commission that may be in effect prior to the taking of bids for any individual state project.

7. The contractor shall furnish and file compliance reports within such time and upon such forms as provided by the Michigan Civil Rights Commission; said forms may also elicit information as to the practices, policies, program, and employment statistics of each subcontractor, as well as the contractor itself, and said contractor shall permit access to the contractor's books, records, and accounts by the Michigan Civil Rights Commission and/or its agent for the purposes of investigation to ascertain compliance under this contract and relevant rules, regulations, and orders of the Michigan Civil Rights Commission.

8. In the event that the Michigan Civil Rights Commission finds, after a hearing held pursuant to its rules, that a contractor has not complied with the contractual obligations under this contract, the Michigan Civil Rights Commission may, as a part of its order based upon such findings, certify said findings to the State Administrative Board of the State of Michigan, which State Administrative Board may order the cancellation of the contract found to have been violated and/or declare the contractor ineligible for future contracts with the state and its political and civil subdivisions, departments, and officers, including the governing boards of institutions of higher education, until the contractor complies with said order of the Michigan Civil Rights Commission. Notice of said declaration of future ineligibility may be given to any or all of the persons with whom the contractor is declared ineligible to contract as a contracting party in future contracts. In any case before the Michigan Civil Rights Commission in which cancellation of an existing contract is a possibility, the contracting agency shall be notified of such possible remedy and shall be given the option by the Michigan Civil Rights Commission to participate in such proceedings.

9. The contractor shall include or incorporate by reference, the provisions of the foregoing paragraphs (1) through (8) in every subcontract or purchase order unless exempted by rules, regulations, or orders of the Michigan Civil Rights Commission; all subcontracts and purchase orders will also state that said provisions will be binding upon each subcontractor or supplier.

Revised June 2011

APPENDIX B
TITLE VI ASSURANCE

During the performance of this contract, the contractor, for itself, its assignees, and its successors in interest (hereinafter referred to as the "contractor"), agrees as follows:

1. **Compliance with Regulations**: For all federally assisted programs, the contractor shall comply with the nondiscrimination regulations set forth in 49 CFR Part 21, as may be amended from time to time (hereinafter referred to as the Regulations). Such Regulations are incorporated herein by reference and made a part of this contract.

2. **Nondiscrimination**: The contractor, with regard to the work performed under the contract, shall not discriminate on the grounds of race, color, sex, or national origin in the selection, retention, and treatment of subcontractors, including procurements of materials and leases of equipment. The contractor shall not participate either directly or indirectly in the discrimination prohibited by Section 21.5 of the Regulations, including employment practices, when the contractor covers a program set forth in Appendix B of the Regulations.

3. **Solicitation for Subcontracts, Including Procurements of Materials and Equipment**: All solicitations made by the contractor, either by competitive bidding or by negotiation for subcontract work, including procurement of materials or leases of equipment, must include a notification to each potential subcontractor or supplier of the contractor's obligations under the contract and the Regulations relative to nondiscrimination on the grounds of race, color, or national origin.

4. **Information and Reports**: The contractor shall provide all information and reports required by the Regulations or directives issued pursuant thereto and shall permit access to its books, records, accounts, other sources of information, and facilities as may be determined to be pertinent by the Department or the United States Department of Transportation (USDOT) in order to ascertain compliance with such Regulations or directives. If required information concerning the contractor is in the exclusive possession of another who fails or refuses to furnish the required information, the contractor shall certify to the Department or the USDOT, as appropriate, and shall set forth the efforts that it made to obtain the information.

5. **Sanctions for Noncompliance**: In the event of the contractor's noncompliance with the nondiscrimination provisions of this contract, the Department shall impose such contract sanctions as it or the USDOT may determine to be appropriate, including, but not limited to, the following:

    a. Withholding payments to the contractor until the contractor complies; and/or

    b. Canceling, terminating, or suspending the contract, in whole or in part.

6. **Incorporation of Provisions**: The contractor shall include the provisions of Sections (1) through (6) in every subcontract, including procurement of material and leases of equipment, unless exempt by the Regulations or directives issued pursuant thereto. The contractor shall take such action with respect to any subcontract or procurement as the Department or the USDOT may direct as a means of enforcing such provisions, including sanctions for non-compliance, provided, however, that in the event a contractor becomes involved in or is threatened with litigation from a subcontractor or supplier as a result of such direction, the contractor may request the Department to enter into such litigation to protect the interests of the state. In addition, the contractor may request the United States to enter into such litigation to protect the interests of the United States.

Revised June 2011

APPENDIX C

TO BE INCLUDED IN ALL FINANCIAL ASSISTANCE AGREEMENTS WITH LOCAL AGENCIES

Assurance that Recipients and Contractors Must Make (Excerpts from US DOT Regulation 49 CFR 26.13)

A. Each financial assistance agreement signed with a DOT operating administration (or a primary recipient) must include the following assurance:

> The recipient shall not discriminate on the basis of race, color, national origin, or sex in the award and performance of any US DOT-assisted contract or in the administration of its DBE program or the requirements of 49 CFR Part 26. The recipient shall take all necessary and reasonable steps under 49 CFR Part 26 to ensure nondiscrimination in the award and administration of US DOT-assisted contracts. The recipient's DBE program, as required by 49 CFR Part 26 and as approved by US DOT, is incorporated by reference in this agreement. Implementation of this program is a legal obligation and failure to carry out its terms shall be treated as a violation of this agreement. Upon notification to the recipient of its failure to carry out its approved program, the department may impose sanctions as provided for under Part 26 and may, in appropriate cases, refer the matter for enforcement under 18 U.S.C. 1001 and/or the Program Fraud Civil Remedies Act of 1986 (31 U.S.C. 3801 et seq.).

B. Each contract MDOT signs with a contractor (and each subcontract the prime contractor signs with a subcontractor) must include the following assurance:

> The contractor, sub recipient or subcontractor shall not discriminate on the basis of race, color, national origin, or sex in the performance of this contract. The contractor shall carry out applicable requirements of 49 CFR Part 26 in the award and administration of US DOT-assisted contracts. Failure by the contractor to carry out these requirements is a material breach of this contract, which may result in the termination of this contract or such other remedy as the recipient deems appropriate.

JACKSON
Founded 1829

MEMO TO: Mayor and City Councilmembers

FROM: Jonathan Greene, City Manager

DATE: May 14, 2024

SUBJECT: Approve Contract Award – Wastewater Treatment Plant Culverts Replacement.

Recommendation:

> Approve the Contract Award for replacement of two drive culverts at the Jackson Wastewater Treatment Plant to Bailey Excavating, Inc. of Jackson, Michigan at a cost of $894,737.90 and authorize the Mayor and City Clerk to execute the appropriate document in accordance with the Purchasing Agent.

Attached is a report Jon Dowling, City Engineer requesting approval of the contract award above for work at the Wastewater Treatment Plant.

I recommend approval of the contract award. Your consideration and concurrence is appreciated.

JACKSON
Founded 1829

DEPARTMENTAL REPORT

MEMO TO: Jonathan Greene, City Manager

FROM: Jon Dowling, Engineer

DATE: May 14, 2024

RECOMMENDATION: Approve the Contract Award for replacement of two drive culverts at the Jackson Wastewater Treatment Plant to Bailey Excavating, Inc. of Jackson, Michigan at a cost of $894,737.90 and authorize the Mayor and City Clerk to execute the appropriate document in accordance with the Purchasing Agent.

ISSUE STATEMENT

In 1934, three drive culverts were installed at the new Jackson Wastewater Treatment Plant (WWTP). In the early 1970s, the center drive culvert was replaced when the Blackman Township sewers were being connected into the WWTP. In 2018, the consultant that inspects the City's bridges and culverts noted that the City needed to post weight limits on the west drive culvert. Both the east and west culverts have deteriorated to the point they need replacing.

DESCRIBE THE CONSEQUENCES

If the culverts are not replaced, there will be no changes to their deteriorating condition and the drives will eventually be closed. Engineering developed a contract for the replacement of the culverts.

The Engineer's estimate for this project is $751,403.62. On April 18, 2024, bids were opened in Purchasing and are as follows:

Company	Bid
Bailey Excavating, Inc., Jackson, MI	$894,737.32
E.T. MacKenzie Co., Grand Ledge, MI	$1,126,573.32
Anglin Civil, LLC, Livonia, MI	$1,615,279.50

This project will be paid out of Sewer Funds.

Bid evaluation criteria is part of the Responsible Contractor Ordinance which consists of the following components:

A) Price (25%)
B) Corporate Accountability (25%)
C) Workplace Safety (25%)

D) Workforce Development (15%)
E) Social Equity (10%)

Company	A	B	C	D	E	Total
Bailey Excavating, Inc., Jackson, MI	25	25	25	15	10	100
E.T. MacKenzie Co., Grand Ledge, MI	19.86	25	25	15	10	94.86
Anglin Civil, LLC, Livonia, MI	13.85	25	25	15	10	88.85

OWNERSHIP

Engineering is assisting the Department of Public Works WWTP Division with the drive culvert replacements.

SOLUTION

To get the drive culverts replaced, it is the request of Engineering in concurrence with the Purchasing Agent that this contract be awarded to Bailey Excavating, Inc.

FACILITATE IMPLEMENTATION

Approve the Contract Award for replacement of two drive culverts at the Jackson Wastewater Treatment Plant to Bailey Excavating, Inc. of Jackson, Michigan at a cost of $894,737.90 and authorize the Mayor and City Clerk to execute the appropriate document in accordance with the Purchasing Agent.

ATTACHMENTS

1. Engineering Contract Award WWTP Culverts att.

CHECKLIST FOR BID SUBMITTAL

X
_____ BID BOND – If a bid bond is required, please submit your bid bond with your bid documents

X
_____ PROPOSAL SHEETS – Please fill out and notarize your proposal sheets

_____ NOTARY SIGNATURE – Please make sure that Page P 12 of 27 and Page P 16 of 27 are notarized.

X
_____ SAMS.GOV - Please register with SAM.GOV to be eligible to work on federally funded projects. Registration is free.

https://sam.gov/content/entity-registration

Please provide your sam.gov Unique Identity Number: NGQLW24M7G81 if you have received it.

PROPOSAL

TO: City Manager
c/o Purchasing Agent
City of Jackson, Michigan

Date: April 18, 2024

In compliance with your invitation for bids dated **March 20, 2024** to perform **24-07**

REPLACEMENT OF WWTP CULVERTS #2 AND #4 ON HURT MARVIN DRAIN

in the City of Jackson, the undersigned, a(n)

1. individual, resident of _____
   doing business as _____
   at _____
2. partnership, consisting of _____
   and _____
   under the firm name of _____
3. corporation by the name of Bailey Excavating, Inc.
   organized and existing under the laws of the State of Michigan
   with offices at 1073 Toro Drive-Jackson, MI 49201
   (strike inapplicable clauses)

hereby proposes to perform said work, strictly as specified in the bid documents at the prices set forth on the attached schedule of bid prices, upon receipt of written notice of acceptance of this bid within one hundred twenty (120) calendar days after opening of the bids at the time stated in said Invitation; to execute a properly completed contract in the form provided with the bid documents in accordance with this bid; to give bond with good and sufficient surety or sureties, satisfactory to the City Attorney of Jackson, for the faithful performance of said contract, for payment of labor and materials, and, if required, for maintenance of work; and to give such bond within ten (10) days after notice of award.

FEDERAL ID# 38-2009278

(Corporate Seal, if applicable)

Name of Bidder: Jacob W. Bailey

Signed By: _____

Its: V.P./Manager/Estimator

BID SHEET

DATE:

PROPOSAL FOR: 24-07 REPLACEMENT OF WWTP CULVERTS #2 AND #4 ON HURT MARVIN DRAIN

TO: The Mayor and the City Council
City of Jackson, Michigan

Ladies and Gentlemen:

The Undersigned has examined the plans, specifications, and the location of the above described work, and is fully informed as to the conditions relating to its performance, and understands the quantities shown in the estimate and on the plans are accurate to the best belief and knowledge of the Engineer, but are not guaranteed.

The undersigned hereby proposes to furnish all equipment, materials, supplies, labor, and services necessary to commence and complete the project as described in the Contract Documents; and in strict conformity with the requirements of the Specifications and such other special provisions and supplemental specifications as may be a part of this proposal for the above described project at the following unit prices all labor, equipment and materials necessary for completion of the work, but not specifically listed as a pay item, will be deemed to be included in one or more of the pay items listed in the bid sheet.

Bidder has examined and carefully studied the Bidding Documents, other related data identified in the Bidding Documents, and the following Addenda, receipt of which is hereby acknowledged (list addenda by Addendum Number and Date):

Addendum No.	Date
_____	_____
_____	_____
_____	_____

SCHEDULE OF BID PRICES
NOTE: UNIT PRICES MUST BE LISTED AND SHALL GOVERN.

ITEM NUMBER	PAY ITEM	DESCRIPTION	UNIT	ESTIMATED QUANTITY	UNIT PRICE	TOTAL COST
001	1500001	Mobilization, Max $67,000.00	LSUM	1.00	$67,000.00	$67,000.00
002	2020004	Tree, Rem, 6 inch to 18 inch	EA	5.00	$1,250.00	$6,250.00
003	2040050	Pavt, Rem	SYD	466.00	$7.60	$3,541.60
004	2030003	Cul, Rem, Over 48"	EA	4.00	$7,500.00	$30,000.00

ITEM NUMBER	PAY ITEM	DESCRIPTION	UNIT	ESTIMATED QUANTITY	UNIT PRICE	TOTAL COST
005	2040045	Masonary and Conc Structure, Rem	CYD	400.00	$65.00	$26,000.00
006	2040061	Structures, Rem Portions	LSUM	1.00	$15,000.00	$15,000.00
007	2040025	Fence, Remove	FT	145.00	$25.00	$3,625.00
008	2050016	Excavation, Earth	CYD	1,540.00	$27.00	$41,580.00
009	2050018	Excavation, Rock	CYD	30.00	$105.00	$3,150.00
010	2060002	Backfill, Structure, CIP	CYD	452.00	$32.50	$14,690.00
011	2050010	Embankment, CIP	CYD	1,275.00	$32.50	$41,437.50
012	2080014	Erosion Control, Filter Bag	EA	2.00	$5,000.00	$10,000.00
013	2080036	Erosion Control, Silt Fence	FT	980.00	$3.30	$3,234.00
014	3020016	Aggregate Base, 6 inch	SYD	406.00	$10.80	$4,384.80
015	4060005	Culv Bedding, Box Culv	CYD	70.00	$75.00	$5,250.00
016	4011099	Culv, Alum Arch Box, 15 foot 9 inch by 8 foot	FT	90.00	$2,890.00	$260,100.00
017	4027051	Bypass Pumping	LSUM	1.00	$50,000.00	$50,000.00
018	5010025	Hand Patching	TON	6.00	$450.00	$2,700.00
019	6020104	Conc Pavt, Nonreinf, 8 inch	FT	406.00	$71.00	$28,826.00
020	6020200	Joint, Contraction, Cp	FT	72.00	$27.00	$1,944.00
021	6030030	Lane Tie, Epoxy Anchored	FT	200.00	$17.00	$3,400.00
022	6060006	Preconstruction Video Taping	LSUM	1.00	$2,700.00	$2,700.00
023	7040001	Steel Sheeting, Permanent	SFT	1,350.00	$120.00	$162,000.00

ITEM NUMBER	PAY ITEM	DESCRIPTION	UNIT	ESTIMATED QUANTITY	UNIT PRICE	TOTAL COST
024	7047050	Stoplog	EA	1.00	$25,000.00	$25,000.00
025	8080004	Fence, Temp	FT	40.00	$50.00	$2,000.00
026	8080033	Fence Gate, 6 foot, for 72" Chain Link Fence	EA	2.00	$7,500.00	$15,000.00
027	8080072	Fence, Chain Link, 72", with 3 Strands Barb Wire	LF	185.00	$65.00	$12,025.00
028	8127051	Maintaining Traffic	LS	1.00	$7,500.00	$7,500.00
029	8130010	Riprap, Heavy	SYD	199.00	$100.00	$19,900.00
030	8137011	Riprap, Inside Culvert	SYD	188.00	$100.00	$18,800.00
031	8167011	Turf Establishment, Performance	SYD	1,000.00	$7.70	$7,700.00
				TOTAL	$894,737.90	

TOTAL BID WRITTEN OUT:

Eight Hundred Ninety Four Thousand Seven Hundred Thirty Seven Dollars and Ninety Cents----------

Submitted Bid:	$894,737.90
Labor Costs:	$168,098.25
Materials Costs:	$385,058.80
Equipment Costs:	$119,235.95
Possible Change Orders:	No fore seen change orders at this time *Subcontractor costs not in breakdown above

Bidder's Name:	Bailey Excavating, Inc.
Address:	1073 Toro Drive

City, State, Zip:	Jackson, Michigan 49201
Telephone:	517-750-3030
Fax:	N/A
Email Address:	jacobbailey@bailey-excavating.com rhondablair@bailey-excavating.com
Federal ID Number:	38-2009278
Bid Signed By:	Jacob W. Bailey Print or Type
Title:	V.P./Manager/Estimator

1. I am the person described in and who executed the foregoing bid and that the several matters stated are in all respects true.

2. That I am an employee of the firm or company described in and I am authorized to submit said bid.

By _____ Its V.P./Manager/Estimator

CONTRACT COMPLIANCE

DATE: March 20, 2024

TO: All Bidders

FROM: City of Jackson

SUBJECT: CONTRACT COMPLIANCE

The Commission of the City of Jackson, on 12/19/72, passed a resolution committing the City to a policy and procedure regarding compliance to affirmative hiring practices by contracting agencies doing business with the City of Jackson, effective 12/20/72.

The purpose of the policy and procedure is to ensure that all citizens of our community have the opportunity for the equality of treatment in service and employment.

The City requests that all bidders who will be doing business with the City in the amount of $5,000 or more during any fiscal year, shall comply with the provisions of the Contract Compliance Policy.

Bidders will be required to show an Equal Employment Opportunity Certificate of Compliance or demonstrate compliance with standards for equal employment opportunity established by state and federal statute.

City Council of Jackson, Michigan

CONTRACT COMPLIANCE

CERTIFICATION

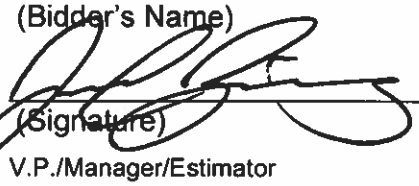
Jacob W. Bailey certifies that he/she/it will not discriminate against any employee or applicant for employment with respect to hire, tenure, term, conditions, or privileges or employment because race, religion or national origin, color, age, sex, height, weight, marital status, sexual orientation, gender identity, and physical or mental handicap.

In connection with this commitment Jacob W. Bailey understands that he/she/it name will be reviewed by the State of Michigan, Department of Civil Rights for determination of its status as an awardable Bidder.

The undersigned hereby agrees that he/she/it will abide by the terms of any agreements made with the City of Jackson in order to achieve awardable status.

Dated: April 18, 2024

By: Jacob W. Bailey
(Bidder's Name)

By: 
(Signature)

By: V.P./Manager/Estimator
(Title)

1073 Toro Drive
Address

Jackson
City

Michigan 49201
State and Zip

NON-DISCRIMINATION CLAUSE
FOR ALL CITY OF JACKSON CONTRACTS

In connection with the performance of this contract, the contractor agrees as follows:

1. The contractor will not discriminate against any employee/employer for employment because of race, religion or national origin, color, age, sex, height, weight, marital status, sexual orientation, gender identity, and physical or mental handicap. The contractor will take affirmative action to ensure that minority applicants are employed, and that employees are treated during employment without regard to their race, religion, color, national origin, age, sex, height, weight, marital status or handicap. Such action shall include, but not be limited to, the following: layoff or termination, rates of pay or other forms of compensation, selection for training, upgrading or promotion, transfer or recruitment.

2. The contractor will, in all solicitations or advertisements for employees placed by or on behalf of the contractor, state that all qualified applicants will receive consideration for employment without regard to race, religion, color, national origin, age, sex, height, weight, marital status or handicap. As a disclaimer, the contractor may state in the advertisement that he/she is an equal opportunity employer.

3. The contractor will furnish and file compliance reports with the City of Jackson as requested. Such reports shall elicit information as to the practices, policies, program and employment statistics for the contractor and said contractor shall permit access to all books, records and accounts regarding employment practices by agents and representatives of the City duly charged with investigative duties to assure compliance with this clause.

4. Breach of the covenants herein may be regarded as a material breach of the contract, or purchasing agreement.

5. The contractor will include, or incorporate by reference, the provisions of paragraphs (1) through (4) in every subcontract or purchase order unless exempted by the rules, regulations or orders of the Michigan Civil Rights Commission and will provide in every subcontract or purchase order that said provisions will be binding upon each subcontractor or seller.

EQUAL EMPLOYMENT OPPORTUNITY CERTIFICATION

The undersigned understands and agrees that, as a Contractor for services, there shall be no discrimination against any employee or applicant for employment because of race, religion or national origin, color, age, sex, height, weight, marital status, sexual orientation, gender identity, and physical or mental handicap, including but no limited to employment, upgrading, demotion, or transfer; recruitment or recruitment advertising; layoff or termination; rates of pay or other forms of compensation and selection for training.

The Contractor further agrees to the following:

(a) It will assist and actively cooperate with the City in obtaining compliance of any subcontractors with the equal opportunity rules, regulations, and relevant orders.

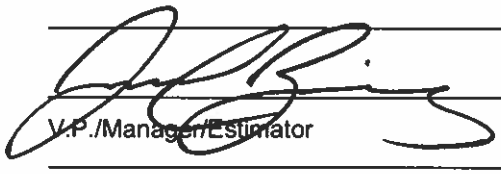
(2) It will furnish the City such information as might be required for the supervision of its compliance program, and will otherwise assist the City in the discharge of its responsibility for ensuring compliance.

(3) In the event that the Contractor fails or refuses to comply with the equal opportunity regulations, the City may cause to be canceled, terminated, or suspended in whole or in part the contractual arrangement between the City and the Contractor.

NAME OF BIDDER: Jacob W. Bailey-Bailey Excavating, Inc.

ADDRESS: 1073 Toro Drive

1073 Toro Drive

SIGNED BY: 

TITLE: V.P./Manager/Estimator

DATE: April 18, 2024

CERTIFICATION OF NONSEGREGATED FACILITIES

The bidder certifies that he does not maintain or provide for his employees any segregated facilities and do not permit his employees to perform their services at any location, under his control, where segregated facilities are maintained. The bidder certifies further that he will not maintain or provide for his employees any segregated facilities at any of his establishments, and that he will not permit his employees to perform their services at any location under his control where segregated facilities are maintained. The bidder agrees that a breach of this certification will be a violation of the Equal Opportunity clause in any contract resulting from acceptance of this bid. As used in this certification, the term "segregated facilities" means any waiting rooms, work areas, restrooms and washrooms, restaurants and other eating areas, time clocks, locker rooms and other storage or dressing areas, parking lots, drinking fountains, recreation or entertainment areas, transportation, and housing facilities provided for employees which are segregated by explicit directive or are in fact segregated on the basis of race, color, religion, or national origin, because of habit, local custom, or otherwise. The bidder agrees that (except where he has obtained identical certification from proposed subcontractors for specific time periods) he will obtain identical certification from proposed subcontractors prior to the award of subcontracts exceeding $10,000 which are not exempt from the provisions of the Equal Opportunity clause, and that he will retain such certifications in his files.

Dated: April 18, 2024

By: Jacob W. Bailey
(Bidder's Name)

By: _____
(Signature)

By: V.P./Manager/Estimator
(Title)

1073 Toro Drive
Address

Jackson
City

Michigan 49201
State and Zip

NON-COLLUSION AFFIDAVIT OF PRIME BIDDER

STATE OF Michigan)
ss
COUNTY OF Jackson)

Jacob W. Bailey, being first duly sworn, deposed and says that:

1. He is V.P./Manager/Estimator of, Bailey Excavating, Inc. the Bidder that has submitted the attached bid;

2. He is fully informed respecting the preparation and contents of the attached bid and of all pertinent circumstances respected such bid;

3. Such bid is genuine and is not a collusive or sham bid;

4. Neither the said Bidder nor any of its officers, partners, owners, agents, representatives, employees or parties in interest, including this affiant, has in any way colluded, conspired, connived or agreed, directly or indirectly with any other Bidder, firm or person to submit a collusive or sham bid in connection with the contract for which the attached bid has been submitted or to refrain from bidding in connection with such contract, or has in any manner, directly or indirectly, sought by agreement or collusion or communication or conference with any other Bidder, firm or person to fix the price or prices in the attached bid or of any other Bidder, or to fix any overhead, profit or cost element of the bid price or the bid price of any other Bidder, or to secure through any collusion, conspiracy, connivance or unlawful agreement any advantage against the City of Jackson or any person interested in the proposed contract; and

5. The price or prices quoted in the attached bid are fair and proper and are not tainted by any collusion, conspiracy, connivance or unlawful agreement on the part of the Bidder or any of its agents, representatives, owners, employees, or parties in interest, including this affiant.

Dated: April 18, 2024 By: BAILEY EXCAVATING, INC.
(Company)

By: VP/Manager/Estimator
(Title)

Subscribed and sworn to before me, a Notary Public, this 18th day of April, 2024.

Rhonda L. Blair

RHONDA L BLAIR
Notary Public-State of Michigan
County of Jackson
My Commission Expires March 1, 2026
Acting in the County of

Notary Public, Jackson County,
My commission expires: March 1, 3026

SECTION C

Subcontractors

Each bidder shall indicate below the name, address, and a complete description of work to be performed by each subcontractor on this project and if they are a minority or woman owned business.

T&D Concrete Construction	Concrete Work	DBE*
YTC-Your Traffic Control	WBE*	
Finishing Touch Video	Video Taping	
Allen Fence	Fencing	
Schaedler Enterprises	Steel Sheeting	

RIGHT TO KNOW
CONTRACTOR RELEASE FORM

I, Jacob W. Bailey an authorized representative of Jacob W. Bailey am aware that as a requirement to perform work for the City of Jackson on a contractual basis, I must have provided my employees with the basic training requirements of the HAZARD COMMUNICATION STANDARD as prescribed by the Michigan Right to Know amendments to Act 154 of the Public Acts of 1974 (Act 80, Public Acts 1986), prior to starting any work for the City. While engaged in working for the City, I will continue to comply with Michigan Right to Know Law until completion of the contract.

I am aware that if I bring any hazardous chemical to the City's work place, I must have available the MSDS for these chemicals, in a place accessible to all employees in the work place. If necessary, due to the "special protection information" requirement stated on the MSDS for the chemicals, I will provide all employees with any special training, special protective clothing or equipment necessary to eliminate or lessen the possible exposure to the hazardous chemical or chemicals.

By execution of this Release, the contractor acknowledges that he and all subcontractors and suppliers, will comply with all requirements of the HAZARD COMMUNICATION STANDARD. Further, the contractor shall hold harmless from and indemnify the City against all claims, suits, actions, costs, counsel fees, expenses, damages, judgements or decrees, by reason of his failure, or the failure of any subcontractor, suppliers, or any person employed under said contractor to comply with the requirements of Act 154 of the Public Acts of 1974 as amended.

Dated April 18, 2024



Signature

City of Jackson
Ethics Disclosure Form
Vendors and Contractors

Name	Company
Jacob W. Bailey	Bailey Excavating, Inc.
Telephone 517-750-3030	Email Address jacobbailey@bailey-excavating.com

Contract or matter pending with the City:

_____

_____

I, Jacob W. Bailey, being duly sworn, and pursuant to City of Jackson Ordinance No. 2015-18, I hereby disclose and swear to the following (check all that apply and provide details below):

☐ I, or my company's owners, members, major shareholders, or corporate officers, have a financial interest in a contract or matter pending before Jackson City Council.

☐ A relative[1] or immediate family member[2] of myself or my company's owners, members, major shareholders, or corporate officers has a financial interest in a contract or matter pending before a City office, department, board, or commission.

☐ I, or my company's owners, members, major shareholders, or corporate officers, have an interest in real or personal property that is subject to a decision by the City regarding the purchase, sale, lease, zoning, property improvements, NOORPR or FVA registration, a development agreement, or a special tax designation or abatement.

Property address: _____

Property interest: _____

☐ An immediate family member or relative of myself or my company's owners, members, major shareholders, or corporate officers, has a financial interest in real or personal property that is subject to a decision by the City regarding the purchase, sale, lease, zoning, property improvements, NOORPR or FVA registration, a development agreement, or a special tax designation or abatement.

---

1 Relative means any spouse, domestic partner, great grandparents, step great grandparents, grandparents, step grandparents, sons, stepsons, daughters, step daughters, grandsons, step grandsons, granddaughters, step granddaughters, brothers, step brothers, sisters, step sisters, and in-laws of a Public Employee, the Mayor, an Elected Official, an Appointed Official, a member of a Board or Commission, a Contractor, or an Advisor of the City.

2 Immediate family member means a Public Employee, the Mayor, an Elected Official, an Appointed Official, a member of a Board or Commission, a Contractor, or an Advisor's spouse, domestic partner, individual who lives in the Public Employee's household or an individual claimed by a Public Employee or a Public Employee's spouse as a dependent under the United States Internal Revenue Code at 26 USC 1, et seq.

Property address: _____

Property interest: _____

☐ An immediate family member or relative of myself or my company's owners, members, major shareholders, or corporate officers, is employed by the City or making an application for employment to the City.

Relative name: _____

City Department: _____

☐ I, or my company's owners, members, major shareholders, or corporate officers, have made campaign contributions in the last year to a candidate running for elective office with the City.

Name of Candidate: _____

Amount of Campaign Contribution:

The following entities and persons have a financial interest in the contract or matter identified above:

_____

_____

_____

Additional information regarding any of the above:

_____

_____

_____

_____

☒ None of the above apply.

Dated:

_____
Signature

Subscribed and sworn to before me, a Notary Public, this 18th day of April, 2024.

_____

RHONDA L. BLAIR
Notary Public-State of Michigan
County of Jackson
My Commission Expires March 1, 2026
Acting in the County of_____

Notary Public, Jackson County,
My commission expires: March 1, 2026

Certification Regarding
Debarment, Suspension, and Other Responsibility Matters

The prospective participant certifies, to the best of its knowledge and belief, that it and its principals:

(1) Are not presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from participation in transactions under federal nonprocurement programs by any federal department or agency;

(2) Have not, within the three year period preceding the proposal, had one or more public transactions (federal, state, or local) terminated for cause or default; and

(3) Are not presently indicted or otherwise criminally or civilly charged by a government entity (federal, state, or local) and have not, within the three year period preceding the proposal, been convicted of or had a civil judgment rendered against it:

(a) For the commission of fraud or a criminal offense in connection with obtaining, attempting to obtain, or performing a public transaction (federal, state, or local) or a procurement contract under such a public transaction;

(b) For the violation of federal or state antitrust statutes, including those proscribing price fixing between competitors, the allocation of customers between competitors, or bid rigging; or

(c) For the commission of embezzlement, theft, forgery, bribery, falsification or destruction of records, making false statements, or receiving stolen property.

I understand that a false statement on this certification may be grounds for the rejection of this proposal or the termination of the award. In addition, under 18 U.S.C. §1001, a false statement may result in a fine of up to $10,000 or imprisonment for up to five years, or both.

Jacob W. Bailey -VP/Manager/Estimator

Name and Title of Authorized Representative

Bailey Excavating, Inc.

Name of Participant Agency or Firm

4/18/2024

Signature of Authorized Representative Date

☐ I am unable to certify to the above statement. Attached is my explanation.

REFERENCE QUESTIONNAIRE

Please answer the following questions completely.

1. Firm Name: Bailey Excavating, Inc.
2. Established: Year 1973 Number of Employees 43
3. Type of organization: Individual ___ Partnership ___ Corporation X Other ___
4. Former name(s) if any, and year(s) in business

5. Include at least three (3) references of contacts for similar work performed over the last five years. Include: owner, contact person and phone number and description of work performed.

5.1 Company Name: City of Ann Arbor
Address: 301 E. Huron-Ann Arbor, MI 48104
Phone: 734-794-6410
Contact: Theresa Bridges
Type of Work: Street Reconstruction & Utilities
Budget: $1,301,886.15

5.2 Company Name: City of Jackson
Address: 161 W. Michigan Ave-Jackson, MI 49201
Phone: 517-768-6075
Contact: Troy White
Type of Work: Street Construction & Utilities
Budget: $1,801,148.56

5.3 Company Name: City of Ann Arbor
Address: 301 E. Huron-Ann Arbor, MI 48104
Phone: 734-794-6410
Contact: Tracy Anderson
Type of Work: Street Construction & Utilities
Budget: $1,363,191.97

I certify that all of the information provided is true and answered to the best of my ability.

Signed _____ Name Jacob W. Bailey
Title VP/Manager/Estimator Date April 18, 2024

AIA Document A310™ – 2010

Bid Bond

CONTRACTOR:
Name, legal status and address)

Bailey Excavating, Inc.

1073 Toro Dr.

Jackson, MI 49201

SURETY:
(Name, legal status and principal place of business)

Travelers Casualty and Surety Company of America

One Tower Square

Hartford, CT 06183

This document has important legal consequences. Consultation with an attorney is encouraged with respect to its completion or modification.

Any singular reference to Contractor, Surety, Owner or other party shall be considered plural where applicable.

OWNER:
(Name, legal status and address)

City of Jackson

BOND AMOUNT: Five Percent of Bid (5% of Bid)

PROJECT: City of Jackson- Replacement of WWTP Culverts #2 & #4 on Hurt Marvin Drain / Replace Existing Culverts
(Name, location or address, and Project number, if any)

The Contractor and Surety are bound to the Owner in the amount set forth above, for the payment of which the Contractor and Surety bind themselves, their heirs, executors, administrators, successors and assigns, jointly and severally, as provided herein. The conditions of this Bond are such that if the Owner accepts the bid of the Contractor within the time specified in the bid documents, or within such time period as may be agreed to by the Owner and Contractor, and the Contractor either (1) enters into a contract with the Owner in accordance with the terms of such bid, and gives such bond or bonds as may be specified in the bidding or Contract Documents, with a surety admitted in the jurisdiction of the Project and otherwise acceptable to the Owner, for the faithful performance of such Contract and for the prompt payment of labor and material furnished in the prosecution thereof; or (2) pays to the Owner the difference, not to exceed the amount of this Bond, between the amount specified in said bid and such larger amount for which the Owner may in good faith contract with another party to perform the work covered by said bid, then this obligation shall be null and void, otherwise to remain in full force and effect. The Surety hereby waives any notice of an agreement between the Owner and Contractor to extend the time in which the Owner may accept the bid. Waiver of notice by the Surety shall not apply to any extension exceeding sixty (60) days in the aggregate beyond the time for acceptance of bids specified in the bid documents, and the Owner and Contractor shall obtain the Surety's consent for an extension beyond sixty (60) days.

If this Bond is issued in connection with a subcontractor's bid to a Contractor, the term Contractor in this Bond shall be deemed to be Subcontractor and the term Owner shall be deemed to be Contractor.

When this Bond has been furnished to comply with a statutory or other legal requirement in the location of the Project, any provision in this Bond conflicting with said statutory or legal requirement shall be deemed deleted herefrom and provisions conforming to such statutory or other legal requirement shall be deemed incorporated herein. When so furnished, the intent is that this Bond shall be construed as a statutory bond and not as a common law bond.

Signed and sealed this 18th day of April , 2024

Rhonda M. Denny
(Witness)

Kimberly Bennett
(Witness) Kim Bennett

Bailey Excavating, Inc
(Principal) Rhonda L. Blair *(Seal)*

(Title)

Travelers Casualty and Surety Company of America
(Surety) *(Seal)*

(Title) John T. Foster , *Attorney-in-Fact*

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081110

TRAVELERS

Travelers Casualty and Surety Company of America
Travelers Casualty and Surety Company
St. Paul Fire and Marine Insurance Company

POWER OF ATTORNEY

KNOW ALL MEN BY THESE PRESENTS: That Travelers Casualty and Surety Company of America, Travelers Casualty and Surety Company, and St. Paul Fire and Marine Insurance Company are corporations duly organized under the laws of the State of Connecticut (herein collectively called the "Companies"), and that the Companies do hereby make, constitute and appoint **John T. Foster** of **LANSING**, **Michigan**, their true and lawful Attorney(s)-in-Fact to sign, execute, seal and acknowledge any and all bonds, recognizances, conditional undertakings and other writings obligatory in the nature thereof on behalf of the Companies in their business of guaranteeing the fidelity of persons, guaranteeing the performance of contracts and executing or guaranteeing bonds and undertakings required or permitted in any actions or proceedings allowed by law.

IN WITNESS WHEREOF, the Companies have caused this instrument to be signed, and their corporate seals to be hereto affixed, this **21st** day of **April, 2021**.

State of Connecticut

City of Hartford ss.

By: _____
Robert L. Raney, Senior Vice President

On this the **21st** day of **April, 2021**, before me personally appeared **Robert L. Raney**, who acknowledged himself to be the Senior Vice President of each of the Companies, and that he, as such, being authorized so to do, executed the foregoing instrument for the purposes therein contained by signing on behalf of said Companies by himself as a duly authorized officer.

IN WITNESS WHEREOF, I hereunto set my hand and official seal.

My Commission expires the **30th** day of **June, 2026**

_____
Anna P. Nowik, Notary Public

This Power of Attorney is granted under and by the authority of the following resolutions adopted by the Boards of Directors of each of the Companies, which resolutions are now in full force and effect, reading as follows:

RESOLVED, that the Chairman, the President, any Vice Chairman, any Executive Vice President, any Senior Vice President, any Vice President, any Second Vice President, the Treasurer, any Assistant Treasurer, the Corporate Secretary or any Assistant Secretary may appoint Attorneys-in-Fact and Agents to act for and on behalf of the Company and may give such appointee such authority as his or her certificate of authority may prescribe to sign with the Company's name and seal with the Company's seal bonds, recognizances, contracts of indemnity, and other writings obligatory in the nature of a bond, recognizance, or conditional undertaking, and any of said officers or the Board of Directors at any time may remove any such appointee and revoke the power given him or her; and it is

FURTHER RESOLVED, that the Chairman, the President, any Vice Chairman, any Executive Vice President, any Senior Vice President or any Vice President may delegate all or any part of the foregoing authority to one or more officers or employees of this Company, provided that each such delegation is in writing and a copy thereof is filed in the office of the Secretary; and it is

FURTHER RESOLVED, that any bond, recognizance, contract of indemnity, or writing obligatory in the nature of a bond, recognizance, or conditional undertaking shall be valid and binding upon the Company when (a) signed by the President, any Vice Chairman, any Executive Vice President, any Senior Vice President or any Vice President, any Second Vice President, the Treasurer, any Assistant Treasurer, the Corporate Secretary or any Assistant Secretary and duly attested and sealed with the Company's seal by a Secretary or Assistant Secretary; or (b) duly executed (under seal, if required) by one or more Attorneys-in-Fact and Agents pursuant to the power prescribed in his or her certificate or their certificates of authority or by one or more Company officers pursuant to a written delegation of authority; and it is

FURTHER RESOLVED, that the signature of each of the following officers: President, any Executive Vice President, any Senior Vice President, any Vice President, any Assistant Vice President, any Secretary, any Assistant Secretary, and the seal of the Company may be affixed by facsimile to any Power of Attorney or to any certificate relating thereto appointing Resident Vice Presidents, Resident Assistant Secretaries or Attorneys-in-Fact for purposes only of executing and attesting bonds and undertakings and other writings obligatory in the nature thereof, and any such Power of Attorney or certificate bearing such facsimile signature or facsimile seal shall be valid and binding upon the Company and any such power so executed and certified by such facsimile signature and facsimile seal shall be valid and binding on the Company in the future with respect to any bond or understanding to which it is attached.

I, **Kevin E. Hughes**, the undersigned, Assistant Secretary of each of the Companies, do hereby certify that the above and foregoing is a true and correct copy of the Power of Attorney executed by said Companies, which remains in full force and effect.

Dated this **18th** day of **April**, **2024**

_____
Kevin E. Hughes, Assistant Secretary

To verify the authenticity of this Power of Attorney, please call us at 1-800-421-3880.
Please refer to the above-named Attorney(s)-in-Fact and the details of the bond to which this Power of Attorney is attached.

Responsible Contractor Ordinance

Below are twenty-nine (29) Responsibility Criteria that must be answered per the City's Responsible Contractor Ordinance. For each criterion provide a relevant response or attachments as required.

Answers to these criteria will not exclude any bidder from the bid process or ultimate award.

CRITERIA 1:	
COMPANY NAME:	Bailey Excavating, Inc.
ADDRESS:	1073 Toro Drive
CITY, STATE, ZIP:	Jackson, MI 49201
TELEPHONE:	517-750-3030
OFFICERS:	
President: John W. Bailey	Email Address: jbailey@bailey-excavating.com
Vice President: Mark Magner-Jacob Bailey	Email Address: markmagner@bailey-excavating.com
Secretary: Jacob W. Bailey	Email Address: jacobbailey@bailey-excavating.com
Treasurer: Jordan W. Bailey	Email Address: jordanbailey@bailey-excavating.com
CRITERIA 2:	
How many years has your organization been in business under your present firm name? 51	
PARENT COMPANY NAME:	NA
STREET ADDRESS:	-
CITY, STATE, ZIP CODE:	-
UNDER CURRENT MANAGEMENT SINCE (DATE):	1973

CRITERIA 3:

State and local licenses and license numbers held by your organization:

Michigan #80013171,DEQ-Storm Water Management #C-09894, Jackson County Sewage System Installer #344, City of Ann Arbor Sewer Installer #191167

What are your formal training programs: a) apprentice/journeyman, b) other comparable formal training programs?

Operators-JATF #MI015780065, Michigan Laborers-JAC #MI007970001, MDOT OJT, Asbestos Training, Hazmat Training, First Aide Training

CRITERIA 4:

Confirmation that all subcontractors, employees and other individuals working on the construction project will maintain current applicable licenses required by law for all licensed occupations and professions.

It is confirmed that all subcontractors, employees and other individuals will maintain current applicable licenses require by law.

CRITERIA 5:

Verification that the bidder is in compliance with all applicable state and federal laws and visa requirements regarding the hiring of non-US citizens, and disclosure of any work visas sought or obtained by the bidder, any of the bidder's subcontractors, or any of the bidder's employees or independent contractors, in order to perform any portion of the project.

Bidder is in compliance with all applicable State and Federal Laws.

GRETCHEN WHITMER
GOVERNOR

STATE OF MICHIGAN
DEPARTMENT OF ENVIRONMENTAL QUALITY
LANSING

LIESL EICHLER CLARK
DIRECTOR

February 19, 2019

Mark E. Magner
1446 Ambs Drive
Jackson, MI 49201

With the recommendation of the Board of Examiners and with the authority granted by the Department of Environmental Quality, you are hereby granted a continuance of your of Storm Water Construction Site Operator Certification. The reason for this action is you either applied for certification renewal or retested as a Storm Water Management Operator.

Your replacement certificate is printed at the bottom of this page. Your certificate number is ***C- 09894***. This certification will remain valid until July 1, 2024. Please retain this certificate on file as your record of certification.

A certified operator who changes his/her address must notify the Operator Training and Certification Unit within 30 days of the change. Please contact Bruce Lack, 517-284-5486 to report address changes.

STATE OF MICHIGAN
DEPARTMENT OF ENVIRONMENTAL QUALITY

This is to certify that

Mark E. Magner

is qualified under the rules governing certification to operate any facility listed under the classification

STORM WATER MANAGEMENT – CONSTRUCTION SITE

A-1j

CERTIFICATE NO. C- **09894**

EXPIRES JULY 1, 2024

Issued by the Director of the Department of Environmental Quality
Under Authority of Act 451 P.A. 1994, Part 31 as amended

EQC 3450-1 (Rev 1/21/2010)

Filed by Corporations Division Administrator Filing Number: 224766206690 Date: 01/26/2024

MICHIGAN DEPARTMENT OF LICENSING AND REGULATORY AFFAIRS

FILING ENDORSEMENT

This is to Certify that the 2024 ANNUAL REPORT

for

BAILEY EXCAVATING, INC.

ID Number: 800131710

received by electronic transmission on January 26, 2024 ***, is hereby endorsed.***

Filed on January 26, 2024 ***, by the Administrator.***

The document is effective on the date filed, unless a subsequent effective date within 90 days after received date is stated in the document.

In testimony whereof, I have hereunto set my hand and affixed the Seal of the Department, in the City of Lansing, this 26th day of January, 2024.

Linda Clegg, Director
Corporations, Securities & Commercial Licensing Bureau

CITY OF ANN ARBOR

100 North Fifth Avenue
Ann Arbor, Michigan 48107-8647
Phone: (734) 794-6267 Fax: (734) 994-8460

SEWER INSTALLER CONTRACTOR
CONT-191167

ISSUE: 11/15/2019

EXPIRE: 03/31/2023

CONTRACTOR INFORMATION

Bailey Jacob
1073 Toro Dr.
Jackson, MI 49201
(517) 750-3030 FAX: na

Driver's License: B400356887564
Birthdate: 07/17/1992

License #:
Federal ID: na
Liability:
Workers Comp:

The holder of this Certificate may perform work as designated above within the City of Ann Arbor, so long as the Building Code and related ordinances are abided by. Neglect to correct violations within a reasonable time will void this Registration.

Glen Dempsey
Building Official

Jackson County Health Department

Sewage System Installer License

Bailey Excavating

License #344

Valid for Calendar Year

2023

Issued by:
Jackson County Health Department
1715 Lansing Ave, Suite 221
Jackson, Michigan 49202

Approved By:

Don Hayduk, RS, MS, PEM
Environmental Health Director

Date:
December 16, 2022

CERTIFICATE Of COMPLETION

MISS DIG 811

Mark Magner

is recognized for their successful completion of

MISS DIG 811 Certification

MISS DIG 811 CERTIFICATION PROGRAM

PRESENTED BY: Gwen Knowles

Gwen Knowles, Education and Training Manager

ON THIS DAY: September 7, 2017

Certificate of Training

This Certifies That

Mark E. Magner

has completed 8-hours of Asbestos Awareness Training for Class II Asbestos Work Involving Cementitious Asbestos Pipe in accordance with
OSHA's Asbestos Standard for Construction
29 CFR 1926.1101

presented by:
SOIL AND MATERIALS ENGINEERS, INC.



April 15, 2004
Course Date

Mark A. Halloway, OHST

CERTIFICATE OF COMPLETION

This certificate is awarded to

Jacob Balley

For successfully completing the requirements necessary to install and repair onsite wastewater treatment systems as required by Section 7:1 of the Washtenaw County Regulation for the Onsite Management, Treatment and Disposal of Wastewater

Washtenaw County Health Department

Environmental Health Division

Kristen Schweighoefer, Director of Environmental Health

8/18/2022
Date

382
Contractor Number

HAZMAT RESPONDER NETWORK

Certificate Of Completion

Awarded to

JACOB W BAILEY

for successful completion of

Hazardous Materials Technician

this certificate is awarded in recognition of course completion meeting the requirements of OSHA 29 CFR, 1910.120 (q)

Date	*Course Hours*	*Location*
APRIL 2019	40 HR HAZWOPER	ANN ARBOR MICHIGAN

Perry C. Beaty
Course Director
Hazmat Responder Network

HRN 19362
Certificate Number
Hazmat Responder Network

HAZMAT RESPONDER NETWORK

Certificate Of Completion

Awarded to

TYLER A DARNELL

for successful completion of

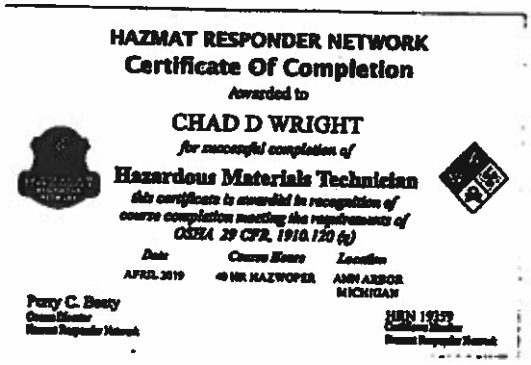
Hazardous Materials Technician

this certificate is awarded in recognition of course completion meeting the requirements of OSHA 29 CFR, 1910.120 (q)

Date	*Course Hours*	*Location*
APRIL 2019	40 HR HAZWOPER	ANN ARBOR MICHIGAN

Perry C. Beaty
Course Director
Hazmat Responder Network

HRN 19361
Certificate Number
Hazmat Responder Network



HAZMAT RESPONDER NETWORK

Certificate Of Completion

Awarded to

CHAD D WRIGHT

for successful completion of

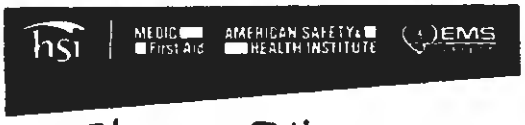
Hazardous Materials Technician

this certificate is awarded in recognition of course completion meeting the requirements of OSHA 29 CFR, 1910.120 (q)

Date	Course Hours	Location
APRIL 2019	40 HR HAZWOPER	ANN ARBOR MICHIGAN

Perry C. Beaty
Course Director
Hazmat Responder Network

HRN 19379
Certificate Number
Hazmat Responder Network



Steve Bliss

has demonstrated achievement of the required knowledge and hands-on skill evaluation(s) according to the certification requirements of the training program indicated below.

☑ ADULT ☐ ADULT/CHILD/INFANT ☐ ADULT/CHILD ☐ ADULT/INFANT

Card is valid if more than one box is checked. Check boxes reflect CPR AED options

ADULT FIRST AID | CPR AED

Dean Fuerst

Authorized Instructor (Print Name)

1014719

Registry No

05/12/23 — Class Completion Date

05/12/25 — Expiration Date

248-926-8660 — Training Center Phone No

QUA 483 — Training Center I.D.

This Adult First Aid / CPR AED training program conforms with the 2020 American Heart Association (AHA) Guidelines Update for Cardiopulmonary Resuscitation and Emergency Cardiovascular Care and the 2020 AHA and American Red Cross Focused Update for First Aid. This training program was not designed to meet pediatric first aid training requirements and should not be used for that purpose.

Expiration date may not exceed two years from month of class completion.



Fred Carpenter

has demonstrated achievement of the required knowledge and hands-on skill evaluation(s) according to the certification requirements of the training program indicated below.

☑ ADULT ☐ ADULT/CHILD/INFANT ☐ ADULT/CHILD ☐ ADULT/INFANT

Card is valid if more than one box is checked. Check boxes reflect CPR AED options

ADULT FIRST AID | CPR AED

Dean Fuerst

Authorized Instructor (Print Name)

1014719

Registry No

05/12/23 — Class Completion Date

05/12/25 — Expiration Date

248-926-8660 — Training Center Phone No

QUA 483 — Training Center I.D

This Adult First Aid / CPR AED training program conforms with the 2020 American Heart Association (AHA) Guidelines Update for Cardiopulmonary Resuscitation and Emergency Cardiovascular Care and the 2020 AHA and American Red Cross Focused Update for First Aid. This training program was not designed to meet pediatric first aid training requirements and should not be used for that purpose.

Expiration date may not exceed two years from month of class completion.



Mike CRABTREE

has demonstrated achievement of the required knowledge and hands-on skill evaluation(s) according to the certification requirements of the training program indicated below.

☑ ADULT ☐ ADULT/CHILD/INFANT ☐ ADULT/CHILD ☐ ADULT/INFANT

Card is valid if more than one box is checked. Check boxes reflect CPR AED options

ADULT FIRST AID | CPR AED

Dean Fuerst

Authorized Instructor (Print Name)

1014719

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Expiration date may not exceed two years from month of class completion.



Tyler Dalnell

has demonstrated achievement of the required knowledge and hands-on skill evaluation(s) according to the certification requirements of the training program indicated below.

☑ ADULT ☐ ADULT/CHILD/INFANT ☐ ADULT/CHILD ☐ ADULT/INFANT

Card is valid if more than one box is checked. Check boxes reflect CPR AED options

ADULT FIRST AID | CPR AED

Dean Fuerst

Authorized Instructor (Print Name)

1014719

Registry No

05/12/23 — Class Completion Date

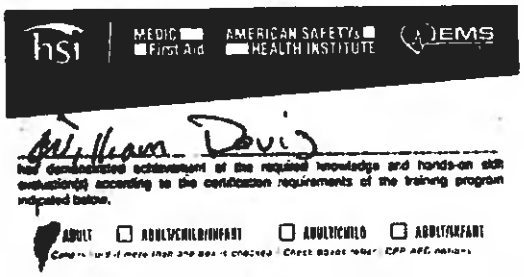
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1014719

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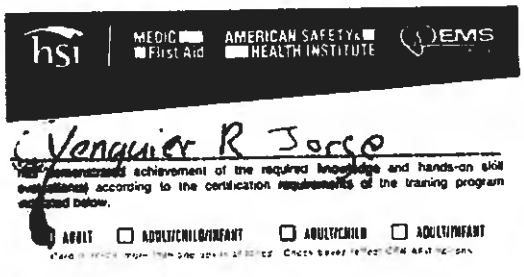
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Dean Fuerst

Authorized Instructor (Print Name)

1014719

Registry No

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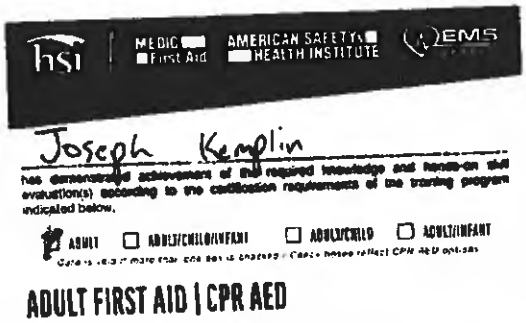
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Dean Fuerst

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Registry No

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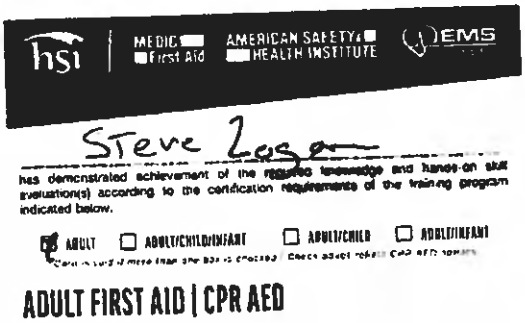
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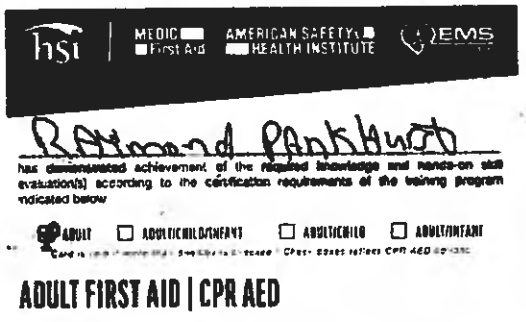
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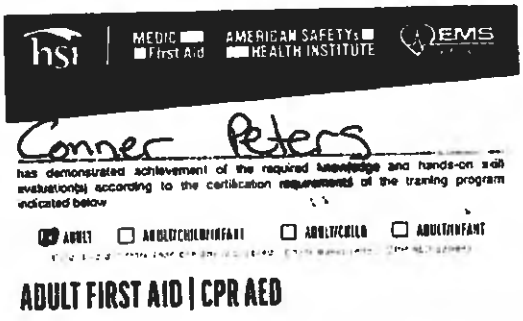
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Dean Fuerst
Authorized Instructor (Print Name)
1014719
Registry No
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Class Completion Date
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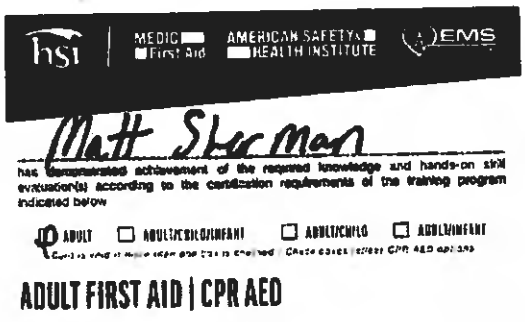
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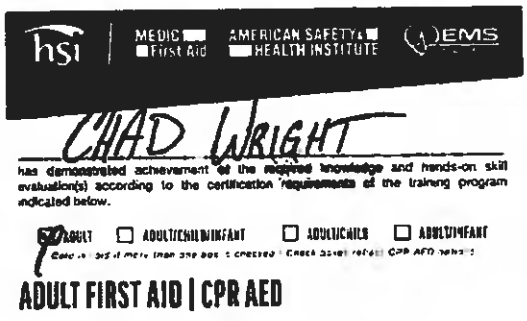
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Expiration date may not exceed two years from month of class completion.

CRITERIA 6 (ATTACHMENT REQUIRED)

Attach evidence of experience with construction techniques, trade standards, quality workmanship, project scheduling, cost control, management of projects of comparable size/complexity, and building codes by documenting the bidder's ability and capacity to perform the project. The bidder must identify those portions of the project it reasonably believes will be subcontracted and the names of the subcontractors.

CRITERIA 7 (ATTACHMENT REQUIRED)

Evidence of bonding capacity within the past twelve (12) months, that the applicant has financial resources to start up and follow through on the project(s) and to respond to damages in case of default as shown by written verification of bonding capacity equal to or exceeding the amount of the bidder's scope of work on the project. The written verification must be submitted by a licensed surety company rated "B+" (or better) in the current A.M. Best Guide and qualified to do business within the State of Michigan.

CRITERIA 8:

A list of all litigation and arbitrations currently pending and within the past five (5) years, including an explanation of each (parties, court/forum, legal claims, damages sought, and resolution).

☐ NONE

See Attached-Dismissed from complaint

CRITERIA 9:

Disclosure of any violations of state, federal or local laws or regulations, including OSHA or MIOSHA violations, state or federal prevailing wage laws, wage and hour laws, worker's compensation or unemployment compensation laws, rules or regulations, issued to or against the bidder within the past five years.

☐ NONE

See Attached

GRETCHEN WHITMER
Governor

STATE OF MICHIGAN
DEPARTMENT OF TRANSPORTATION
Lansing

BRADLEY C. WIEFERICH, P.E.
Director

January 18, 2024

Bailey Excavating, Inc.
1073 Toro Dr
Jackson MI 49201-1095

Vendor ID: 00777

Dear Contractor:

Thank you for your interest in doing business with the Michigan Department of Transportation (MDOT) as a prequalified construction contractor. This is to inform you that the application submitted for prequalification by **Bailey Excavating, Inc. has been approved.**

In accordance with our Administrative Rules, an **overall financial rating of $16,051,000.00** has been established which covers numerical ratings in the classifications(s) listed below:

3000	($3,000,000.00)	Cb	Hot Mix Asphalt/Bituminous Paving
16051	($16,051,000.00)	Ea	Grading, Drainage Structures & Agg. Cons
200	($200,000.00)	G	Building Moving And Demolition
500	($500,000.00)	I	Sodding And Seeding/Turf Establishment
3000	($3,000,000.00)	J	Concrete C, C&G, Driveways, Sidewalks
16051	($16,051,000.00)	K	Sewers and Watermains
16051	($16,051,000.00)	N2	Clearing & Grubbing

This prequalification rating is effective until September 30, 2024; a renewal application must be submitted by this date to prevent removal of prequalification.

If the assigned rating is not satisfactory, the Prequalification Committee must be notified in writing within 15 days of having been advised of the rating granted. MDOT may declare a prequalified bidder ineligible to bid at any time because of developments subsequent to prequalification which, in its opinion, would affect the responsibility of the bidder or their ability to perform the contract work.

If you have any questions or need additional information, please use the following contacts:

Construction Prequalification: MDOTPrequal@michigan.gov , Prequalification Website
Bid Letting (electronic bidding process): MDOT-BidLetting@michigan.gov , Bid Letting Website

Congratulations on your status as an MDOT Construction Prequalified Contractor. MDOT's Construction Prequalification team looks forward to working with you!

Lawrence F. Strzalka
Construction Contracts Section Manager
Contract Services Division

Contractor's Performance Evaluation

MDOT
Michigan Department of Transportation

1/10/2024 2:38 PM
FieldManager 5.3c

Contract: 38000-207183, Hot mix asphalt cold milling and resurfacing, intersection i

Report Period	CPE Number	Contractor	
1/1/2023 - 12/31/2023	15	Bailey Excavating, Inc.	
CPE Date	**Report Type**	**Contractor Type**	**Subcontract Amount**
1/10/2024	Final	Subcontractor	$184,624.06
Form Version	**Route**	**District**	**Business Enterprise Type**
082307		06022	
Location			**Work Type**
Greenwood Avenue from Fourth Street to Morrell Street.			
Evaluator	**Current Contract Amount**		**Managing Office**
KB, Kent Beeksma	$1,246,940.54		Hubbell, Roth & Clark, Inc
Entered By		**Revised By**	**Revision Date** / **Rev. No.**
AB, Alicia Blower			

County(s)
Jackson County

Project(s)
207183A, Hot mix asphalt cold milling and resurfacing, intersection i
213455A, Signal Modernization includes replacing mast arm signal, ele
213456A, Signal Modernization includes replacing mast arm signal, ele

Comments

Appraisal of the contractor's (subcontractor's) performance.

	Rating	Rating Remarks
A. Organization and Management		
1. To what degree are Contractor's project management personnel available and given the authority to execute the directions of the Engineer?	9	
2. To what degree are the Contractor's management personnel competent and effective in scheduling the work and organizing construction operations, including being punctual in starting and completing the work on the project and meeting critical intermediate phases in accordance with the contract?	9	

Appraisal of the contractor's (subcontractor's) performance.

	Rating	Rating Remarks
A. Organization and Management		
3. To what degree does the Contractor furnish required documentation and reports in a timely manner? This includes, but is not limited to, certification of materials, delivery tickets, invoices, progress schedule, shop drawings, material sampling, requests for extensions of time, contractor staking and Contractor Quality Assurance/Quality Control (QA/QC) plans and documentation.	9	
4. To what degree does the Contractor comply with the direction of the Engineer and follow the project authority as detailed in Division 1 of the Standard Specifications for Construction?	9	
5. To what degree does the Contractor comply timely with all appropriate wage rates, labor, EEO, and D.B.E. laws and regulations, submit accurate certified payrolls and promptly pay all subcontractors?	8	
B. Resources		
6. To what degree does the Contractor have adequate and sufficient equipment to keep the project on schedule? Does the equipment meet the requirements of the specifications and efficiently provide a quality product?	9	Had equipment needed to complete the work.
7. To what degree does the Contractor have competent and sufficient personnel to keep the project on schedule?	9	
C. Work Performance		
8. To what degree does the Contractor have good safety practices? Does the Contractor follow their own safety program?	9	All personnel had on the proper PPE while completing tasks.
9. To what degree did the Contractor comply with contract requirements for maintaining traffic?	8	
10. If applicable, to what degree does the Contractor meet the contract requirements for Contractor Quality Control (CQC)?	8	
11. To what degree does the Contractor provide a quality product?	9	
12. To what degree does the Contractor properly notify and coordinate work with utility companies, railroads, property owners, local unit of government, and Contractors working on adjacent projects?	8	

Appraisal of the contractor's (subcontractor's) performance.

	Rating	Rating Remarks
C. Work Performance		
13. To what degree does the Contractor submit the necessary documentation to permit timely closeout and finaling of project?	9	
14. To what degree does the Contractor meet the environmental requirements of the contract?	8	
D. Subcontractor Management		
15. To what degree does the Contractor coordinate work with Subcontractor's work, exercise authority over Subcontractors, provide notice of Subcontractor's work schedule and ensure that Subcontractors are in compliance with contract requirements?	N/A	

Evaluator (Date)

Construction/Project Engineer (Date)

TSC Manager: Kelby Wallace - Jackson TSC (Date)

Contractor's Performance Evaluation

MDOT
Michigan Department of Transportation

2/1/2024 1:37 PM
FieldManager 5.3c

Contract: 46061-131769, Hot mix asphalt cold milling and resurfacing, shoulder widen

Report Period	CPE Number	Contractor	
2/21/2023 - 12/29/2023	2	Bailey Excavating, Inc.	
CPE Date	**Report Type**	**Contractor Type**	**Subcontract Amount**
2/1/2024	Interim	Subcontractor	
Form Version	**Route**	**District**	**Business Enterprise Type**
082307		06022	
Location		**Work Type**	
US-223 from US-127 to Brooks Highway			
Evaluator	**Current Contract Amount**	**Managing Office**	
kmc, Kevin M. Crevier	$40,675,097.34	Fishbeck	
Entered By		**Revised By**	**Revision Date** / **Rev. No.**
MLH, Mary Lou Hussey			

County(s)
Lenawee County

Project(s)
131769A, Hot mix asphalt cold milling and resurfacing, shoulder widen
204949A, Construction of a roundabout.
209398A, Hot mix asphalt cold milling and resurfacing, shoulder widen

Comments

Appraisal of the contractor's (subcontractor's) performance.

	Rating	Rating Remarks
A. Organization and Management		
1. To what degree are Contractor's project management personnel available and given the authority to execute the directions of the Engineer?	9	
2. To what degree are the Contractor's management personnel competent and effective in scheduling the work and organizing construction operations, including being punctual in starting and completing the work on the project and meeting critical intermediate phases in accordance with the contract?	9	Good job communicating schedule of when they would be on site

Appraisal of the contractor's (subcontractor's) performance.

	Rating	Rating Remarks
A. Organization and Management		
3. To what degree does the Contractor furnish required documentation and reports in a timely manner? This includes, but is not limited to, certification of materials, delivery tickets, invoices, progress schedule, shop drawings, material sampling, requests for extensions of time, contractor staking and Contractor Quality Assurance/Quality Control (QA/QC) plans and documentation.	9	
4. To what degree does the Contractor comply with the direction of the Engineer and follow the project authority as detailed in Division 1 of the Standard Specifications for Construction?	9	
5. To what degree does the Contractor comply timely with all appropriate wage rates, labor, EEO, and D.B.E. laws and regulations, submit accurate certified payrolls and promptly pay all subcontractors?	9	
B. Resources		
6. To what degree does the Contractor have adequate and sufficient equipment to keep the project on schedule? Does the equipment meet the requirements of the specifications and efficiently provide a quality product?	9	
7. To what degree does the Contractor have competent and sufficient personnel to keep the project on schedule?	9	
C. Work Performance		
8. To what degree does the Contractor have good safety practices? Does the Contractor follow their own safety program?	9	
9. To what degree did the Contractor comply with contract requirements for maintaining traffic?	9	
10. If applicable, to what degree does the Contractor meet the contract requirements for Contractor Quality Control (CQC)?	9	
11. To what degree does the Contractor provide a quality product?	9	
12. To what degree does the Contractor properly notify and coordinate work with utility companies, railroads, property owners, local unit of government, and Contractors working on adjacent projects?	9	

Appraisal of the contractor's (subcontractor's) performance.

	Rating	Rating Remarks
C. Work Performance		
13. To what degree does the Contractor submit the necessary documentation to permit timely closeout and finaling of project?	8	
14. To what degree does the Contractor meet the environmental requirements of the contract?	8	
D. Subcontractor Management		
15. To what degree does the Contractor coordinate work with Subcontractor's work, exercise authority over Subcontractors, provide notice of Subcontractor's work schedule and ensure that Subcontractors are in compliance with contract requirements?	N/A	

kbcrevier
02/05/2024 8:32:41 AM
Evaluator (Date)

Robb Welch P.E.
02/05/2024 10:04:58 AM
Construction/Project Engineer (Date)

TSC Manager: Kelly Wallace - Jackson TSC

APPROVED
By Kelby at 8:33 am, 2/23/24
(Date)

7.

MOURER FOSTER

February 8th, 2024

RE: Bonding Capacity for Bailey Excavating, Inc.

To Whom it May Concern:

It has been the privilege of Mourer Foster Inc. and Travelers Casualty and Surety Company of America to provide surety bonds on behalf of Bailey Excavating, Inc. In our opinion Bailey Excavating, Inc. remains properly financed, well equipped and capably managed.

At the present time Bailey Excavating, Inc. maintains a single project surety line of $10,000,000 and an aggregate surety program to $20,000,000 which as of this date 35% is available. As always, Travelers Casualty and Surety Company of America reserves the right to perform normal underwriting as the time of any bond request including, without limitation, prior review and approval of relevant contract documents, bond forms, and project financing. We assume no liability to the owner if for any reason we do not execute such bonds.

Travelers Casualty and Surety Company of America is rated A++ (Superior) by A.M. Best Company, the industry's leading independent rating agency. They are also on the U.S. Treasury Department Listing of Approval Sureties (2022 Department Circular 570) and have a financial size category of XV (Greater than or Equal to USD 2.00 Billion).

Bailey Excavating, Inc. and its principals enjoy an outstanding reputation, and our firm is proud to be associated with them. If you need any additional information, please feel to contact me.

Thank you,

John Foster
President

615 N Capitol Avenue • Lansing, MI 48933 • Telephone 517-371-2300 • Fax 517-371-7121 • 800-686-2663
www.mourer-foster.com

8

STATE OF MICHIGAN
IN THE 55TH DISTRICT COURT FOR THE COUNTY OF INGHAM

LANSING BOARD OF WATER AND LIGHT,
a municipal corporation,
Plaintiff,

Case No. 21-0135-GC

Hon. Donald L. Allen, Jr.

v

LAND ONE, LLC, a Michigan limited liability company,
LAND VISIONS, INC., a Michigan corporation,
BAILEY EXCAVATING, INC., a Michigan corporation,
Individually and severally,
Defendants.

55TH DIST CRT '21 JUN 29 PM 1 04

Yolanda M. Bennett (P69219)
Mark Matus (P36659)
Attorneys for Plaintiff
1201 S. Washington Avenue
P.O. Box 13007
Lansing, Michigan 48910-1650
(517) 702-7056
Yolanda.bennett@lbwl.com

William D. Tomblin (P40540)
William D. Tomblin & Associates
Co-Counsel for Defendant Land One, LLC
P.O. Box 4783
East Lansing, Michigan 48826
(517) 349-8000
wdtomblaw@aol.com

Kurt J. Parker (P38259)
ABBOTT, THOMSON, MAULDIN,
PARKER, BEER & RICK, PLC
Attorney for Defendant Bailey Excavating, Inc.
405 S. Jackson Street, P.O. Box 450
Jackson, Michigan 49204-0450
(517) 787-8570
kparker@atbplclaw.com

Kurt Hatfield (P51927)
Kurt Hatfield, Attorney at Law, PLC
Co-Counsel for Defendant Land One, LLC
360 E. Allegan Street, Suite C
Otsego, Michigan 49078
(269) 355-6054
kurthatfield@gmail.com

ORDER GRANTING MOTION FOR SUMMARY DISPOSITION AS TO BAILEY EXCAVATING, INC.

At a session of said Court, held in the Ingham County Courthouse, in the City of Mason, Michigan, on July 12, 2021.

PRESENT: Honorable Donald L. Allen, Jr., District Court Judge

This matter having come before this Honorable Court on Defendant Bailey Excavating, Inc.'s Motion for Summary Disposition; the Court having considered same; oral arguments having been heard by the Court; and the Court being otherwise fully advised in the premises;

IT IS HEREBY ORDERED that Defendant Bailey Excavating, Inc.'s Motion for Summary Disposition is hereby GRANTED.

IT IS FURTHER ORDERED that this matter shall be and is hereby dismissed as to Bailey Excavating, Inc., with prejudice.

Donald L. Allen Jr.

Hon. Donald L. Allen, Jr.
District Court Judge

9.

Michigan Department of Labor and Economic Opportunity
530 West Allegan Street
P.O. Box 30645
Lansing, MI 48909
Phone: (517) 284-7680
Fax: (517) 284-7685

Inspection Number:	1545667
Inspection Date(s):	08/04/2021 - 08/04/2021
Issuance Date:	09/01/2021
Optional Reporting Number:	21-053/11

Citation and Notification of Penalty

Company Name: Bailey Excavating Inc and its successors
Inspection Site: 112 Morrell Street, Jackson, MI 49201

Citation 1 Item 1 — Type of Violation: **Other-than-Serious**

408.42243(1): CS Part 22 Signals, Signs, Tags, and Barricades
A sign as prescribed in this rule shall be attached to the rear of any vehicle that, by design, moves at 25 miles per hour or less on any public, private, or temporary road.

No slow-moving vehicle sign is mounted on the rear of a CAT 938F wheel loader. A worker was exposed while in operation on the traveled way of a low-volume road.

[redacted]

X John W Bailey 9-9-21

Authorized Signature

Michigan Department of Labor and Economic Opportunity
530 West Allegan Street
P.O. Box 30645
Lansing, MI 48909
Phone: (517) 284-7680 Fax: (517) 284-7685

Inspection Number: 1421569
Inspection Date(s): 08/07/2019 - 08/07/2019
Issuance Date: 10/25/2019
Optional Reporting Number: 19-004/17

Citation and Notification of Penalty

Company Name: Bailey Excavating Inc
Inspection Site: Michigan Avenue, Marshall, MI 49068

Citation 1 Item 1a

Type of Violation: **Serious**

408.40933(4): CS Part 9 Excavation, Trenching and Shoring
An excavation 48 or more inches in depth and occupied by an employee shall be provided with either a ladder extending not less than 3 feet above the top as a means of access or with a ramp meeting the requirements of subrule (5) of this rule. Lateral travel along the wall of a trench to a ladder or other means of egress shall not exceed 25 feet.

A section of extension ladder, which was being used in the excavation by the employer to gain access to and from the excavation, did not extend 3 feet past the point of entry.

Date By Which Violation Must be Abated: Corrected During Inspection
Proposed Penalty: $1,500.00

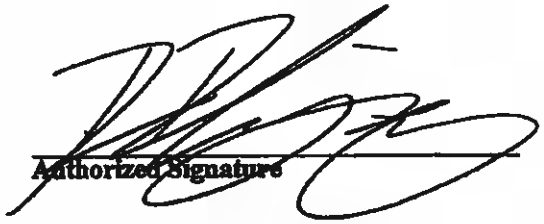
Citation 1 Item 1b

Type of Violation: **Serious**

408.40941(1): CS Part 9 Excavation, Trenching and Shoring
The side of an excavation more than 5 feet deep shall be sloped as prescribed in table 1, unless supported as prescribed in this part.

Excavation was approximately 7 1/2 feet in depth; soil conditions consisted of loose sand and gravel and was previously excavated materials. North, South and West walls of the excavation were near vertical in slope. The length of the excavation was approximately 30 feet and the width was approximately 7 feet wide at the bottom and 12 feet at the top. Jobsite was located in downtown Marshall, MI.

Date By Which Violation Must be Abated: Corrected During Inspection
Proposed Penalty: $0.00



Authorized Signature

See pages 1 through 3 of this Citation and Notification of Penalty for information on employer and employee rights and responsibilities.

CRITERIA 10:

Disclosure of any debarment by any federal, state or local governmental unit and/or findings of non-responsibility or non-compliance with respect to any public or private construction project performed by the bidder.

☑ NONE

CRITERIA 11:

Proof of insurance, including certificates of insurance, confirming existence and amount of coverage for liability, property damage, workers compensation, and any other insurances required by the proposed contract documents.

Name:	Barker Weber Agency
Type of Coverage:	Liability,Work Comp,Pollution,Equipment
Telephone:	517-783-2608

Are you self-insured for Worker's Compensation Insurance? Yes ☐ No ☑

CRITERIA 12 (ATTACHMENT REQUIRED):

A statement regarding the bidder's staffing capabilities and labor sources including subcontractors and a verification from the bidder that construction workers will not be misclassified as independent contractors in violation of state or federal law.

11.

CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY): 05/24/2023

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must have ADDITIONAL INSURED provisions or be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER	Barker Weber Insurance Agency, Inc. 2501 Spring Arbor Rd. Jackson, MI 49203	CONTACT NAME: Eric Jenks PHONE (A/C, No, Ext): 517-783-2608 FAX (A/C, No): 517-783-4674 E-MAIL ADDRESS: Eric@barkerweber.com	
		INSURER(S) AFFORDING COVERAGE	NAIC #
		INSURER A: State Automobile Mutual nsurance Company	25135
INSURED	Bailey Excavating, Inc. 1073 Toro Dr. Jackson, MI 49201	INSURER B: Accident Fund Insurance Company	10166
		INSURER C: Admiral Insurance Company	
		INSURER D:	
		INSURER E:	
		INSURER F:	

COVERAGES **CERTIFICATE NUMBER:** **REVISION NUMBER:**

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS	
A	✓ COMMERCIAL GENERAL LIABILITY CLAIMS-MADE ✓ OCCUR ✓ XCU Coverage Included GEN'L AGGREGATE LIMIT APPLIES PER: POLICY ✓ PRO-JECT LOC OTHER:	Y	Y	PBP2728202	06/01/2023	06/01/2024	EACH OCCURRENCE	$ 1,000,000
							DAMAGE TO RENTED PREMISES (Ea occurrence)	$ 300,000
							MED EXP (Any one person)	$ 10,000
							PERSONAL & ADV INJURY	$ 1,000,000
							GENERAL AGGREGATE	$ 2,000,000
							PRODUCTS - COMP/OP AGG	$ 2,000,000
								$
A	AUTOMOBILE LIABILITY ANY AUTO ✓ OWNED AUTOS ONLY ✓ SCHEDULED AUTOS ✓ HIRED AUTOS ONLY ✓ NON-OWNED AUTOS ONLY	Y	Y	10081708CA	06/01/2023	06/01/2024	COMBINED SINGLE LIMIT (Ea accident)	$ 1,000,000
							BODILY INJURY (Per person)	$
							BODILY INJURY (Per accident)	$
							PROPERTY DAMAGE (Per accident)	$
								$
A	✓ UMBRELLA LIAB OCCUR EXCESS LIAB CLAIMS-MADE DED RETENTION $ 0	Y	Y	PBP2728202	06/01/2023	06/01/2024	EACH OCCURRENCE	$ 10,000,000
							AGGREGATE	$ 10,000,000
								$
B	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) Y / N ☐ N / A If yes, describe under DESCRIPTION OF OPERATIONS below		Y	100033480	06/01/2023	06/01/2024	✓ PER STATUTE OTH-ER	
							E.L. EACH ACCIDENT	$ 1,000,000
							E.L. DISEASE - EA EMPLOYEE	$ 1,000,000
							E.L. DISEASE - POLICY LIMIT	$ 1,000,000
A	Contractors Equipment			PBP2728202	06/01/2023	06/01/2024	Policy Limit - $58,928.8	Deductible $2,50
C	Pollution Liability			FEIECC2687001	11/25/2022	11/25/2023	Each Occurence	$1,000,000
							Policy Aggregate	$2,000,000

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

Project: 23-03 HMA Patching

City of Jackson, its officers, employees, agents, and representatives are included as additional insured as respects to General Liability. Additional insured status is provided to the City of Jackson as respects Pollution liability. County of Jackson is named as additional insured

CERTIFICATE HOLDER

City of Jackson
161 W Michigan Ave
Jackson, MI 49201

CANCELLATION

SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.

AUTHORIZED REPRESENTATIVE

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STATE AUTO
Insurance Companies

THIS ENDORSEMENT CHANGES THE POLICY. PLEASE READ IT CAREFULLY.

ADDITIONAL INSURED - OWNERS, LESSEES OR CONTRACTORS - SCHEDULED PERSON OR ORGANIZATION

This endorsement modifies insurance provided under the following:

COMMERCIAL GENERAL LIABILITY COVERAGE PART

SCHEDULE

Name Of Additional Insured Person(s) Or Organization(s)	Location(s) Of Covered Operations
City of Jackson 161 W. Michigan Ave Jackson, MI 49201	2021 CDBG STREET RECONSTRUCTION WITH WATER AND SEWER MAIN REPLACEMENT PROJECT ON BIDDLE STREET AND COOLEY PLACE - ENG22-01 West Avenue Water Main Replacement - 23-03 HMA Patching
Information required to complete this Schedule, if not shown above, will be shown in the Declarations.	

A. **Section II - Who Is An Insured** is amended to include as an additional insured the person(s) or organization(s) shown in the Schedule, but only with respect to liability for "bodily injury", "property damage" or "personal and advertising injury" caused, in whole or in part, by:
   1. Your acts or omissions; or
   2. The acts or omissions of those acting on your behalf;

   in the performance of your ongoing operations for the additional insured(s) at the location(s) designated above.
   However:
   1. The insurance afforded to such additional insured only applies to the extent permitted by law; and
   2. If coverage provided to the additional insured is required by a contract or agreement, the insurance afforded to such additional insured will not be broader than that which you are required by the contract or agreement to provide for such additional insured.

B. With respect to the insurance afforded to these additional insureds, the following additional exclusions apply:
   This insurance does not apply to "bodily injury" or "property damage" occurring after:
   1. All work, including materials, parts or equipment furnished in connection with such work, on the project (other than service, maintenance or repairs) to be performed by or on behalf of the additional insured(s) at the location of the covered operations has been completed; or
   2. That portion of "your work" out of which the injury or damage arises has been put to its intended use by any person or organization other than another contractor or subcontractor engaged in performing operations for a principal as a part of the same project.

C. With respect to the insurance afforded to these additional insureds, the following is added to **Section III - Limits Of Insurance**:
   If coverage provided to the additional insured is required by a contract or agreement, the most we will pay on behalf of the additional insured is the amount of insurance:
   1. Required by the contract or agreement; or
   2. Available under the applicable Limits of Insurance shown in the Declarations;

   whichever is less.
   This endorsement shall not increase the applicable Limits of Insurance shown in the Declarations.

d Insurance Services Office, Inc., 2012

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Insurance Companies

THIS ENDORSEMENT CHANGES THE POLICY. PLEASE READ IT CAREFULLY.

ADDITIONAL INSURED - OWNERS, LESSEES OR CONTRACTORS - COMPLETED OPERATIONS

This endorsement modifies insurance provided under the following:

COMMERCIAL GENERAL LIABILITY COVERAGE PART
PRODUCTS/COMPLETED OPERATIONS LIABILITY COVERAGE PART

SCHEDULE

Name Of Additional Insured Person(s) Or Organization(s)	Location And Description Of Completed Operations
City of Jackson 161 W. Michigan Ave Jackson, MI 49201	Douglas Street Reconstruction 2021 CDBG STREET RECONSTRUCTION WITH WATER AND SEWER MAIN REPLACEMENT PROJECT ON BIDDLE STREET AND COOLEY PLACE
	ENG 22-01 West Avenue Water Main Replacement ENG 22-13 Miscellaneous Construction
	- 23-03 HMA Patching
Information required to complete this Schedule, if not shown above, will be shown in the Declarations.	

A. Section II - Who Is An Insured is amended to include as an additional insured the person(s) or organization(s) shown in the Schedule, but only with respect to liability for "bodily injury" or "property damage" caused, in whole or in part, by "your work" at the location designated and described in the Schedule of this endorsement performed for that additional insured and included in the "products-completed operations hazard".

However:

1. The insurance afforded to such additional insured only applies to the extent permitted by law; and
2. If coverage provided to the additional insured is required by a contract or agreement, the insurance afforded to such additional insured will not be broader than that which you are required by the contract or agreement to provide for such additional insured.

B. With respect to the insurance afforded to these additional insureds, the following is added to **Section III - Limits Of Insurance**:

If coverage provided to the additional insured is required by a contract or agreement, the most we will pay on behalf of the additional insured is the amount of insurance:

1. Required by the contract or agreement; or
2. Available under the applicable Limits of Insurance shown in the Declarations;

whichever is less.

This endorsement shall not increase the applicable Limits of Insurance shown in the Declarations.

d Insurance Services Office, Inc., 2012

THIS ENDORSEMENT CHANGES THE POLICY. PLEASE READ IT CAREFULLY.

WAIVER OF TRANSFER OF RIGHTS OF RECOVERY AGAINST OTHERS

This endorsement modifies insurance provided under the following:

COMMERCIAL UMBRELLA COVERAGE FORM

SCHEDULE

Name of Person or Organization: City of Jackson
161 W. Michigan Ave
Jackson, MI 49201

(If no entry appears above, information required to complete this endorsement will be shown in the Declarations as applicable to this endorsement.)

Section V, 17. The Transfer of Your Rights Of Recovery Against Others To Us, is amended by the addition of the following:

We waive any right of recovery we may have against the person or organization shown in the Schedule above because of payments we make for injury or damage arising out of your ongoing operations or "your work" done under a contract with that person or organization. This waiver applies only to the person or organization shown in the Schedule above.

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THIS ENDORSEMENT CHANGES THE POLICY. PLEASE READ IT CAREFULLY.

WAIVER OF TRANSFER OF RIGHTS OF RECOVERY AGAINST OTHERS

This endorsement modifies insurance provided under the following:

COMMERCIAL UMBRELLA COVERAGE FORM

SCHEDULE

Name of Person or Organization:

City of Jackson
161 W. Michigan Ave
Jackson, MI 49201

(If no entry appears above, information required to complete this endorsement will be shown in the Declarations as applicable to this endorsement.)

Section V, 17, The Transfer of Your Rights Of Recovery Against Others To Us, is amended by the addition of the following:

We waive any right of recovery we may have against the person or organization shown in the Schedule above because of payments we make for injury or damage arising out of your ongoing operations or "your work" done under a contract with that person or organization. This waiver applies only to the person or organization shown in the Schedule above.

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THIS ENDORSEMENT CHANGES THE POLICY. PLEASE READ IT CAREFULLY.

NOTICE OF CANCELLATION - SCHEDULED PARTY

This endorsement modifies insurance provided under the following:

COMMERCIAL UMBRELLA COVERAGE FORM

SCHEDULE

1.	**Name:**	City of Jackson
2.	**Address:**	161 W. Michigan Ave Jackson, MI 49201
3.	**Optional Notification:**	30 **days**

Information required to complete this Schedule, if not shown above, will be shown in the Declarations.

A. We will mail the designated person or organization in the Schedule above at least 30 days advance notice or the number of days advance notice shown in the Schedule above if we cancel or nonrenew this policy for any reason other than nonpayment of premium, subject to statutorily permitted reasons.

B. We will mail the designated person or organization in the Schedule above at least 10 days advance notice if we cancel this policy for nonpayment of premium; or

C. The person or organization shown in the Schedule above will be mailed confirmation if you cancel this policy for any reason.

In no event will the action or timing of the named insured's election to cancel the terms of this policy serve to extend the policy beyond the expiration date shown in the declarations.

Failure to mail such notice shall impose no obligation or liability of any kind upon the company, its agents or representatives.

•//•CXS1000-201008

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Insurance Companies

THIS ENDORSEMENT CHANGES THE POLICY. PLEASE READ IT CAREFULLY.

WAIVER OF TRANSFER RIGHTS OF RECOVERY AGAINST OTHERS

SCHEDULE

Name of Person or Organization: City of Jackson 161 W. Michigan Ave Jackson, MI 49201

(If no entry appears above, information required to complete this endorsement will be shown in the declarations as applicable to this endorsement.)

The Transfer Of Rights Of Recovery Against Others To Us Condition is amended by the addition of the following:

We waive any right of recovery we may have against the person or organization shown in the Schedule above because of payments we make for injury or damage as agreed to under a contract with that person or organization in advance of any "accident" or "loss" to which this insurance applies. This waiver applies only to the person or organization shown in the Schedule above.

All other provisions of this policy apply.

This endorsement is a valid part of the policy when the form number is shown on the Declarations.

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WAIVER OF OUR RIGHT TO RECOVER FROM OTHERS ENDORSEMENT

We have the right to recover our payments from anyone liable for an injury covered by this policy. We will not enforce our right against the person or organization named in the Schedule. (This agreement applies only to the extent that you perform work under a written contract that requires you to obtain this agreement from us.)

This agreement shall not operate directly or indirectly to benefit anyone not named in the Schedule.

Schedule

City of Jackson
161 W. Michigan Ave
Jackson, MI 49201

This endorsement changes the policy to which it is attached and is effective on the date issued unless otherwise stated.

(The information below is required only when this endorsement is issued subsequent to preparation of the policy.)

Endorsement Effective Policy No. Endorsement No.
Insured Premium

Insurance Company Countersigned by_____

WC 00 03 13
(Ed. 4-84)

© 1983 National Council on Compensation Insurance.

No. 12

Bailey Excavating, Inc.

1073 TORO DRIVE –JACKSON, MI 49201
PHONE (517) 750-3030

To Whom It May Concern:

Our staffing capabilities and labor sources including subcontracotrs will not be misclassified as independent contractors in violation of any state or federal law.

Rhonda L. Blair 4/14/2022

Rhonda L. Blair/Executive Financial Director **Date**

Bailey Excavating, Inc.

An Equal Opportunity Employer

CRITERIA 13:

Verification of an existing Fitness for Duty Program (drugs and alcohol) of each employee working on the proposed jobsite.

☑ Yes, we have a Fitness for Duty Program

☐ No, we do not have a Fitness for Duty Program

Additional Information:

MDOT Testing & Physicals

CRITERIA 14:

A warranty statement regarding labor, equipment and materials.

See Attached

CRITERIA 15:

A statement affirming that the firm will pay all craft employees that it employs on the project the current wage rates and fringe benefits as required under applicable federal, state, or local wage laws.

We will pay all craft employees on the project current wage rates and fringe benefits as required under federal, state or local wage laws.

(See Attached)

No. 13

Certificate of
DOT Drug and Alcohol Program Enrollment

BAILEY EXCAVATING INC

The Employer listed above has enrolled in a Drug and Alcohol Testing Program with DOT Compliance Group that meets the requirements of DOT Regulation 49 CFR Parts 382 & 40

BAILEY EXCAVATING INC
1073 TORO DRIVE
JACKSON, Michigan

Program Start Date: Apr 1, 2022
Program is current through: Apr 1, 2023
Client Code: 226135

DOT Compliance Group

DOT Compliance Group • 100 Decker Court Ste. 250,• Irving, TX 75062

14.

Bailey Excavating, Inc.

1073 TORO DRIVE — P.O. BOX 660 — JACKSON, MICHIGAN 49204
PHONE (517) 750-3030 — FAX (517) 750-1095

ONE YEAR WARRANTY

PROJECT NAME AND LOCATION:	Miscellaneous Construction Jackson, Michigan
PROJECT NUMBER:	ENG 22-13
CONTRACT NUMBER:	
ENGINEERING MANAGER:	HRC
WORK COVERED BY WARRANTY:	Materials and Workmanship
LENGTH OF WARRANTY:	One (1) year from date of substantial completion
SUBSTANTIAL COMPLETION:	

The undersigned does hereby warranty that the above stated work has been performed in accordance with the contract documents for the project named and does warrant said work to be free from defects in materials and labor for one (1) year from the date of substantial completion.

COMPANY NAME: Bailey Excavating, Inc.

AUTHORIZED SIGNATURE: Rhonda L. Blair

CONTACT NAME TYPED: Rhonda L. Blair

DATE: March 12, 2024

An Equal Opportunity Employer

FEDERAL LAW REQUIRES EACH EMPLOYER TO FURNISH THE FOLLOWING INFORMATION:
(Please check any that are applicable)

☐ We had no employees performing work covered by our Oper. Eng. Local 324 agreement(s) during the month.

☐ Final Report - Inactive Status request (see reverse for further instructions)

OPERATING ENGINEERS

LOCAL 324 FRINGE BENEFIT FUNDS

ALL CONTRIBUTIONS ARE DUE BY THE 15th
OF THE MONTH FOLLOWING THE MONTH WORKED

FORM 3029
REMITTANCE REPORT
REV. 5/23

EMPLOYERS MONTHLY
FRINGE BENEFIT
REPORT

NAME OF COMPANY	CONTRACTOR CODE NUMBER	WORK MONTH (MONTH/YEAR)	REQUEST FOR FORMS
BAILEY EXCAVATING, INC.	013075	3 / 24	☐ PLEASE SEND MORE PAPER FORMS
ADDRESS: 1073 TORO DR.	TELEPHONE: 517-750-3030		☐ PLEASE CONTACT ME REGARDING MY ONLINE REPORTING OPTIONS
CITY AND STATE / ZIP: JACKSON, MI 49201	SPECIAL AGMT / JOB SITE (IF APPLICABLE) ☐ NMA ☐ GPPMA	EMPLOYER IDENTIFICATION NUMBER (EIN): 38-2009278	

TYPE OR AREA OF CONSTRUCTION AND FRINGE BENEFIT RATES

PLEASE INDICATE THE AREA OR KIND OF CONSTRUCTION BEING REPORTED IN THE SPACE PROVIDED.
↙ PLEASE MARK THE APPROPRIATE AGREEMENT. FOR THE EXCEL VERSION, THE FRINGE BENEFIT CONTRIBUTION RATES WILL AUTO-POPULATE THE FORM BELOW.

SECTION (MARK "X" ↓)		AGREEMENT	EFFECTIVE DATE	FRINGE BENEFIT FUND RATES: HEALTH CARE	PENSION	RETIREE BENEFIT	VACATION & HOLIDAY	SUPPLEMENTAL VACATION	APPRENTICE & TRAINING	IUOE NTF	INDUSTRY ADVANCEMENT & PROMOTION	324 LBR MGMT EDUCATION COMMITTEE	INDUSTRY LABOR MGMT FUND	DEFINED CONTRIBUTION PLAN
A		A AGC - Detroit Metro CBA	6-1-23	$8.55	$13.95	$0.45	15%	-----	$1.20	$0.10	$0.15	$0.19	-----	$1.10
		AX Small equipment addendum	6-1-23	$6.65	$4.00	----	15%	-----	$0.70	$0.10	$0.15	$0.14	-----	$1.00
B		B MUCG Underground Agreement	9-1-22	$8.40	$13.95	$0.45	15%	$0.05	$1.00	$0.05	$0.03	$0.16	$0.08	$1.00
		BX Class V Operator	9-1-22	$6.50	$4.00	----	15%	-----	$0.50	$0.05	$0.03	-----	$0.06	$1.00
C		C AGC - Outstate Addendum	6-1-23	$8.55	$13.95	$0.45	15%	-----	$1.20	$0.10	$0.15	$0.16	-----	$1.00
		CX Small equipent addendum	6-1-23	$6.65	$4.00	----	15%	-----	$0.70	$0.10	$0.15	$0.14	-----	$1.00
D		D Distribution and Communications	5-1-23	$8.55	$13.95	$0.45	15%	-----	$1.20	$0.10	$0.05	$0.14	-----	$1.00
		DX Cable-Com-Utility Engineer	5-1-23	$6.50	$3.00	----	15%	-----	$0.25	$0.10	$0.05	-----	-----	$1.00
E		E AGC - Upper Peninsula	5-1-23	$8.55	$13.95	$0.45	15%	-----	$1.20	$0.10	$0.15	-----	-----	$0.75
		EX Class E Operator	5-1-23	$6.65	$4.00	$0.10	15%	-----	$0.90	$0.10	$0.15	-----	-----	$0.75
G		G National Pipeline Agreement	6-1-22	$8.45	$13.95	$0.45	15%	$0.02	$1.00	----	-----	$0.15	-----	$2.35
		-												
H	X	H Highway, Bridge & Airport Agmt.	6-1-23	$8.55	$13.95	$0.45	15%	$0.05	$1.20	$0.10	$0.03	$0.16	$0.10	$1.00
		HX Class V Operator	6-1-23	$6.65	$4.00	----	15%	-----	$0.70	$0.10	$0.03	-----	$0.10	$1.00
H U.P.		HU Highway, Bridge & Airport Agmt.	6-1-23	$8.55	$13.95	$0.45	15%	$0.05	$1.20	$0.10	$0.08	$0.16	$0.05	$1.00
		HUX Class V Operator	6-1-23	$6.65	$4.00	----	15%	-----	$0.70	$0.10	$0.08	-----	$0.05	$1.00
J		J Great Lakes Fab & Erector Assn	6-1-23	$8.55	$13.95	$0.45	15%	$0.05	$1.20	$0.10	$0.36	$0.19	-----	$1.00
		JX Oiler-Ground Man etc.	6-1-23	$6.65	$4.00	----	15%	-----	$0.65	$0.10	$0.36	$0.14	-----	$1.00
K		K Floating - Grt. Lakes & Marine	6-1-23	$8.55	$13.95	$0.45	$7.27	$0.05	$1.20	$0.10	-----	$0.25	-----	$1.00
		-												
O		O Owner - Operator	6-1-23	$8.55	$13.95	$0.45	----	-----	$1.20	$0.10	-----	$0.19	-----	$1.10
		-												
S		S Shop Agreement												
U		U CAM - S E Michigan	6-1-23	$8.55	$13.95	$0.45	15%	-----	$1.20	$0.10	$0.15	$0.19	-----	$1.10
		UX Small equipment addendum	6-1-23	$6.65	$4.00	----	15%	-----	$0.70	$0.10	$0.15	$0.14	-----	$1.00
V		V CAM - Outstate Addendum	6-1-23	$8.55	$13.95	$0.45	15%	-----	$1.20	$0.10	$0.15	$0.16	-----	$1.00
		VX Small equipment addendum	6-1-23	$6.65	$4.00	----	15%	-----	$0.70	$0.10	$0.15	$0.14	-----	$1.00

SEE REVERSE SIDE FOR ADDITIONAL INSTRUCTIONS AND THE LISTING OF OPERATING ENGINEERS IN YOUR EMPLOY DURING THE MONTH BEING REPORTED.

Please mail original copy with check to:

Operating Engineers Local 324
Fringe Benefit Funds
550 Hulet Dr. Suite 103
Bloomfield Twp, MI 48302

Save time and postage! File and pay Fringe Benefits online. Call the Fund Office 248-838-2765 to learn how.

You can even upload your monthly payroll files with no manual data entry!!

Rev 5-12-2023 (interactive)

Omit ↓	REMITTANCE FRINGE BENEFIT FUND	CONTRIBUTION RATES (Mark X Above)		MULTIPLIER (TOTAL HRS/WGS From Reverse Side)		AMOUNT	ADJUSTMENTS	TOTAL
	HEALTH CARE	$ 8.55	x	1,135.50	PAID HOURS	$ 9,708.53	$	$ 9,708.53
	PENSION	$ 13.95	x	1,135.50	PAID HOURS	$ 15,840.23	$	$ 15,840.23
	RETIREE BENEFIT	$ 0.45	x	1,135.50	PAID HOURS	$ 510.98	$	$ 510.98
	VACATION	15.00%	x	41,604.79	BASE WAGES	$ 6,240.72	$	$ 6,240.72
	SUPPLEMENTAL VACATION	$ 0.05	x	1,135.50	PAID HOURS	$ 56.78	$	$ 56.78
	APPRENTICE & TRAINING	$ 1.20	x	1,135.50	PAID HOURS	$ 1,362.60	$	$ 1,362.60
	IUOE NTF	$ 0.10	x	1,135.50	PAID HOURS	$ 113.55	$	$ 113.55
	ADVANCEMENT OR PROMOTION	$ 0.03	x	1,135.50	PAID HOURS	$ 34.07	$	$ 34.07
	324 LABOR MGMT EDUCATION COMM.	$ 0.16	x	1,135.50	PAID HOURS	$ 181.68	$	$ 181.68
	INDUSTRY LABOR MANAGEMENT FUND	$ 0.10	x	1,135.50	PAID HOURS	$ 113.55	$	$ 113.55
	DEFINED CONTRIBUTION PLAN	$ 1.00	x	1,135.50	PAID HOURS	$ 1,135.50	$	$ 1,135.50
								$ 35,298.19

REMITTANCE - Make Check Payable To: OPERATING ENGINEERS FRINGE BENEFIT FUNDS

OPERATING ENGINEERS LOCAL 324 FRINGE BENEFIT FUNDS

FORM 3029 REV. 5/23
EMPLOYEE DETAIL REPORT
FOR
EMPLOYERS' MONTHLY
FRINGE BENEFIT REPORT

CONTRACTOR'S NAME	CONTRACTOR NUMBER	WORK MONTH	NUMBER OF PAGES THIS REPORT
BAILEY EXCAVATING, INC.	013075	3/24	2

EMPLOYEE'S NAME		SOCIAL SECURITY NUMBER	A	B
LAST NAME	INITIALS		HOURS PAID*	BASE WAGES - SEE INSTRUCTION NO. 2
BLISS	S		133.00	$5,168.12
CARPENTER	F			
CARPENTER, II	F		128.00	$4,638.72
CRABTREE	M			
DAVIS	W		118.50	$4,313.69
FAIRCHILD	J			
HAVENS	M		165.00	$6,234.60
IRISH	J			
JORGE	Y			
KEMPLIN	J		122.50	$4,672.15
LEY	R			
LOGAN	S		31.50	$1,220.51
PANKHURST	R		170.50	$6,527.67
PARKER	P		63.50	$2,358.24
PETERS	C		117.50	$3,317.02
ROWLAND	T			
SEYMOUR	S			
SWARTZ	E			
SWARTZ	K			
WRIGHT	C		85.50	$3,154.07
		TOTALS THIS SHEET	1135.50	$41,604.79

INSTRUCTIONS

1. If you are performing work under more than one Contract as noted on the Monthly Remittance Report, a **separate report** must be filed for each agreement.

   DO NOT COMBINE REPORTS OF TWO OR MORE AREAS OR AGREEMENTS FOR THE SAME MONTH.

2. Vacation Pay is computed on wages shown in column B. Total Vacation Pay is to be added to Base Pay to compute applicable payroll taxes.

3. Payments are due by the 15th of the following month. If payment is not received by the end of the month, liquidated damages will be assessed and billed at 18% per annum, computed from the 15th of the month received by the end of the month, to the date of payment.

4. For information concerning Fringe Benefit Contributions, call 248-836-2765, or by mail, 550 Hulet Dr. Suite 103 Bloomfield Twp., MI 48302

5. All owner-operators, who participate in Local 324's Fringe Benefit Funds must use Section O of this report. ALL fringes in this Section must be paid at a minimum or 130 hours per month.

*** NOTICE**

For Fringe Benefit Contribution purposes, an overtime hour should be contributed on as one hour. This does not pertain to the Vacation and Holiday Fund.

****IMPORTANT****

You may request "Inactive Status" by marking the box in the upper corner of the reverse side of this form. You will be contacted by a Fund Coordinator for further instructions. You will automatically become active once you start submitting Fringe Contributions again

If you have an anticipated date of return for seasonal work, please indicate:

Mo: _____ Year: _____

By filing this report, the above named Employer certifies the accuracy of information on the report and agrees to be bound by all the terms of payment to the foregoing named Funds as set forth in the current applicable Collective Bargaining Agreements between Operating Engineers Local 324 and the Employer or Employer Associations, and to all the terms of the Trust Agreements of these Funds.

_____
Employer or Authorized Agent

_____
Title

MICHIGAN LABORERS' FRINGE BENEFIT FUNDS
CONTRIBUTION REPORT

EMPLOYER I.D. NUMBER	TELEPHONE NUMBER
00-0034800 191	517-750-3030
REPORT FOR THE WORK MONTH OF	AREA (SEE REVERSE SIDE)
Mar-24	Acct # 01981
JOB SITE(CTY) OR UNION LOCAL NO.	TOTAL HOURS WKD (ALL PAGES)
Local 499 - Zone 2 Jxn	510

EXPLAIN ADJUSTMENTS ON REVERSE SIDE.
ATTACH VARIANCE NOTICE, IF APPLICABLE.
CONTRIBUTIONS ARE DUE THE 15TH OF THE MONTH FOLLOWING THE MONTH IN WHICH THE WORK WAS PERFORMED.

NAME AND ADDRESS OF EMPLOYER

BAILEY EXCAVATING, INC
1073 TORO DRIVE
JACKSON, MI 49201

☐ Final Report Discontinue Prebill

☐ No covered Employees This Month

	HOURS	x	RATE	= CONTRIBUTION	+/- ADJUSTMENT	= TOTAL
HEALTH CARE	510.00	x	$ 6.00	= 3,060.00	+/-	= 3,060.00
VACATION	SEE LOCAL AGREEMENT					
	514.00	x	$ 4.40	= 2,261.60	+/-	= 2,261.60
PENSION	510.00	x	$ 7.00	= 3,570.00	+/-	= 3,570.00
TRNG-APPR	510.00	x	$ 0.45	= 229.50	+/-	= 229.50
LABOR MGMT	510.00	x	$ 0.45	= 229.50	+/-	= 229.50
INDUSTRY	510.00	x	$ 0.12	= 61.20	+/-	= 61.20
ANNUITY	510.00	x	$ 1.00	= 510.00	+/-	= 510.00
		x		= -	+/-	= -
		x		= -	+/-	= -
EFFECTIVE 6/1/23 Section H0				9,921.80	+/- -	= $9,921.80
TOTALS						

MAKE ONE CHECK PAYABLE TO: MICHIGAN LABORERS' FRINGE BENEFIT FUNDS
SEE REVERSE SIDE:
FOR ADDITIONAL INSTRUCTIONS OR IF NO LABORERS' WERE EMPLOYED OR FOR FINAL REPORT AND FOR SIGNATURE FOR FILING THIS REPORT

EMPLOYEE NAME LAST	INT	SOCIAL SECURITY NUMBER	HOURS WORKED	HOURS PAID	VACATION AMOUNT	GROSS WAGES
BLODGETT	B D		110	110.75	$ 487.30	$ 3,765.52
DOUBLE	L A		133.5	136	$ 598.40	$ 3,757.72
EUBANKS	C		104.5	105	$ 462.00	$ 3,360.02
HAWLEY	T L		101	101	$ 444.40	$ 2,929.00
KERR	J M					
MENA	J R					
NEVINS	T C					
OLMSTEAD	G S					
PANCAKE	S W		31	31	$ 136.40	$ 805.07
RUHL	T					
SCHULER	S					
SHEPHERD	W S					
SLOAN	T L		30	30.25	$ 462.00	$ 805.56
VANHORN SR.	V C					
		TOTAL THIS PAGE	510.00	514	$ 2,590.50	$ 15,422.89

TYPE OF WORK OR AREA OF CONSTRUCTION

Section

CRITERIA 16:

A statement from the contractor or subcontractor acknowledging their obligation to comply with this Ordinance in each contract and subcontract.

We acknowledge our obligation to comply with this ordinance in each contract and subcontract.

CRITERIA 17:

A statement identifying what possible change orders could be necessary and what their approximate subsequent total costs would be.

Do not fore see any change orders at this time.

CRITERIA 18:

Qualifications of management and supervisory personnel to be assigned by the bidder.

See Attached

18.

Bailey Excavating, Inc.

1073 TORO DRIVE — P.O. BOX 660 — JACKSON, MICHIGAN 49204
PHONE (517) 750-3030 — FAX (517) 750-1095

Federal ID Number: 38-2009278

Contact: Rhonda L. Blair

Officer's: John W. Bailey - President
Jacob W. Bailey - Secretary
Jordan W. Bailey - Treasurer

Type of Business: Construction-Streets,Excavation,Site Development,Watermain & Storm/Sanitary Sewer

Physical Address: 1073 Toro Drive - Jackson, Michigan 49201

Year Corporation Formed: 1973 50 Years in Business 46 Employees

KEY PERSONNEL

Name	Title	Experience/Years	
JOHN W. BAILEY	PRESIDENT	46 YEARS	OWNER
JACOB W. BAILEY	MANAGER/ESTIMATOR	13 YEARS	PROJECTS-DEGREE
MARK E. MAGNER	SUPERVISOR	39 YEARS	PROJECTS
DAVID THOMPSON	MANAGER/ESTIMATOR	41 YEARS	PROJECTS-DEGREE
MATT SHERMAN	ASSISTANT SUPERVISOR	2 YEAR	PROJECTS
STEVE LOGAN	FOREMAN	28YEARS	PROJECTS
RHONDA L. BLAIR	OFFICE MANAGER	41 YEARS	OFFICE
RHONDA M. DENNY	EXECUTIVE ADMIN	28YEARS	OFFICE

An Equal Opportunity Employer



Bailey Excavating, Inc.



1073 TORO DRIVE – JACKSON, MI 49201
PHONE (517) 750-3030

CERTIFIED RESOLUTION

I, Jacob W. Bailey, Corporate Secretary of Bailey Excavating, Inc. certify that the following resolutions were adopted by the Board of Directors of Bailey Excavating, Inc., on December 21, 2022 and have not been amended or repealed since then.

IT IS HERBY RESOLVED, that John W. Bailey/President, Mark E. Magner/V.P./Supervisor, Jacob W. Bailey/V.P./Manager, Jordan W. Bailey/Treasurer, Rhonda L. Blair/Executive Finance/Office Manager, Dave Thompson/General Manager, Rhonda M. Denny/Executive Administrator are hereby authorized to review any and all construction contracts, plans, specifications and all other documentation for all proposed construction, and are further authorized to execute all Bids, Contracts, Performance Bonds, Labor and Material Bonds and all other documentation related to any and all construction projects, on behalf of the Corporation.

IT IS FURTHER RESOLVED that John W. Bailey/ President, Mark E. Magner/V.P./Supervisor, Jacob W. Bailey/V.P./Manager, Jordan W. Bailey/Treasurer, Rhonda L. Blair/Executive Finance/Office Manager, Dave Thompson/General Manager, Rhonda M. Denny/Executive Administrator are hereby authorized and directed to execute all documentation and perform any required acts, on behalf of the Corporation, necessary to complete the above matters.

I have hereunto set my hand, as Secretary of the Corporation, this 21st day of December, 2022

Jacob W. Bailey, Corporate Secretary

An Equal Opportunity Employer

CRITERIA 19 (ATTACHMENT REQUIRED):

References from individuals or entities the bidder has worked for within the last five (5) years including information regarding records of performance and job site cooperation.

CRITERIA 20:

Evidence of any quality assurance program used by the bidder and the results of any such program on the bidder's previous projects.

See Attached

CRITERIA 21:

Assurance that all construction work for this project must proceed economically, efficiently, continuously and without interruption.

We assure you that all construction work for this project proceed economically, efficiently, continuously and without interruption.

CRITERIA 22 (ATTACHMENT REQUIRED):

A list of projects completed within the past five (5) years of comparable size/complexity, including dates, clients, approximately dollar value, and size. Documentation from these previous projects including but not limited to all extra costs relating to the bidder's timeliness, performance, quality of work, extension requests, contractual fines and penalties imposed, liens filed, history of claims for extra work and any contract defaults with an explanation of the reason for the default and how the default was resolved.

19.

Memo From: Keith Fransted

Hello, my name is Keith Fransted. I am the project manager for all of the underground for Kelly Fuel in Jackson, MI. I am very honored to give a recommendation for Bailey Excavating, Inc.

I've known the Bailey boys for the better part of forty years. After working with several companies of the pass many years, Bailey Excavating, Inc. is definitely one of the best underground and road builders in southern Michigan. The equipment is the very best, mostly Caterpillar. Most of their employees have been with the company for many years and are very knowledgeable about their procedure. Their superintendents are always on top of any problems.

Choosing Bailey Excavating, Inc. would be an excellent choice for the State of Michigan.

Sincerely,

Keith Fransted

Rhonda Denny

From: Jacob Bailey
Sent: Thursday, November 4, 2021 5:48 PM
To: Mark Magner; Rhonda Blair; Rhonda Denny; Jule
Subject: Fwd: Bailey Excavating

Jacob W Bailey
Estimator/Project Manager
Bailey Excavating Inc.
Office: 517-750-3030
Cell: 517-740-0371

From: Brian Sadek <briansadek@gmail.com>
Sent: Thursday, November 4, 2021 4:53:47 PM
To: tbridges@a2gov.org <tbridges@a2gov.org>
Cc: Jacob Bailey <jacobbailey@bailey-excavating.com>
Subject: Bailey Excavating

Hi Theresa:

(I got your email address off of the blue flyer that was placed on our front door a couple of months ago. If you're the wrong person to send this to, please either forward it to the right person or let me know to whom I should send it.)

My wife, two young kids, and I live on Liberty Street and the water main construction has been going on in front of our house for a couple months now. I want to commend Bailey Excavating and its employees for doing a professional job and for the courtesy with which they've treated us neighbors during what could otherwise be a terrible disruption. They have been friendly, fair, and willing to move equipment when we or other people need to get into or out of our driveways. In particular, Bill (or Bob? I'm terrible with names), who usually operates the front loader, has been very nice to our children and is like a hero to my two year old son (pic attached).

That's it. To the extent constituent feedback helps Bailey get future business with the city now that Prop A passed and allows best value contract award, we and our neighbors are happy constituents. And, to be clear, I have no direct or indirect business interest in Bailey or its success. I simply think that they've been good to us and should be recognized.

Best regards,
Brian Sadek



Memo From: Keith Fransted

Hello, my name is Keith Fransted. I am the project manager for all of the underground for Kelly Fuel in Jackson, MI. I am very honored to give a recommendation for Bailey Excavating, Inc.

I've known the Bailey boys for the better part of forty years. After working with several companies of the pass many years, Bailey Excavating, Inc. is definitely one of the best underground and road builders in southern Michigan. The equipment is the very best, mostly Caterpillar. Most of their employees have been with the company for many years and are very knowledgeable about their procedure. Their superintendents are always on top of any problems.

Choosing Bailey Excavating, Inc. would be an excellent choice for the State of Michigan.

Sincerely,

Keith Fransted



Bailey Excavating, Inc.



1073 TORO DRIVE – JACKSON, MI 49201
PHONE (517) 750-3030

References

Company Name:	MDOT (MI Dept. of Transportation)	
Contact Name:	Joe Vanpoppel	
Project:	Several Projects	
Phone #:	517-206-3818	
Email Address:	VanPoppelJ@michigan.gov	
Company Name:	Jackson State Prison	
Contact Name:	Steve Curtiss	
Project:	Several Projects	
Phone #:	517-740-6797	
Email Address:	Curtiss@michigan.gov	
Company Name:	City of Jackson	
Contact Name:	Troy White	
Project:	Several Projects	
Phone #:	517-768-6075	
Email Address:	twhite@cityofjackson.org	
Company Name:	Jackson County Department of Transportation	
Contact Name:	Steve Moran	
Project:	Several Projects	
Phone #:	517-740-2000	
Email Address:	Smoran@mijackson.org	
Company Name:	Jackson County Drain Commission	
Contact Name:	Geoff Synder	
Project:	Several Projects	
Phone #:	517-788-4398	
Email Address:	gsynder@michigan.org	
Company Name:	City Of Ann Arbor	
Contact Name:	Theresa Bridges	Tracy Anderson
Project:	3rd & Mosely WM	2022 Utilities
Phone #:	734-794-6410	734-794-6410
Email Address:	Tbridges@a2gov.org	Tanderson@a2gov.org

An Equal Opportunity Employer

Bailey Excavating, Inc.

1073 TORO DRIVE – JACKSON, MI 49201
PHONE (517) 750-3030

References - Continued

Company Name:	Blackman Charter Township
Contact Name:	Jack Ripstra
Project:	Several Projects
Phone #:	517-789-9898
Email Address:	jack@ripstra-scheppelman.com

Company Name:	Northwest Community Schools
Contact Name:	Mick Evans
Project:	Several Projects
Phone #:	517-817-4700
Email Address:	michael.evans@nwschools.org

GRETCHEN WHITMER
Governor

STATE OF MICHIGAN
DEPARTMENT OF TRANSPORTATION
Lansing

BRADLEY C. WIEFERICH, P.E.
Director

January 18, 2024

Bailey Excavating, Inc.
1073 Toro Dr
Jackson MI 49201-1095

Vendor ID: 00777

Dear Contractor:

Thank you for your interest in doing business with the Michigan Department of Transportation (MDOT) as a prequalified construction contractor. This is to inform you that the application submitted for prequalification by **Bailey Excavating, Inc. has been approved.**

In accordance with our Administrative Rules, an **overall financial rating of $16,051,000.00** has been established which covers numerical ratings in the classifications(s) listed below:

3000	($3,000,000.00)	Cb	Hot Mix Asphalt/Bituminous Paving
16051	($16,051,000.00)	Ea	Grading, Drainage Structures & Agg. Cons
200	($200,000.00)	G	Building Moving And Demolition
500	($500,000.00)	I	Sodding And Seeding/Turf Establishment
3000	($3,000,000.00)	J	Concrete C, C&G, Driveways, Sidewalks
16051	($16,051,000.00)	K	Sewers and Watermains
16051	($16,051,000.00)	N2	Clearing & Grubbing

This prequalification rating is effective until September 30, 2024; a renewal application must be submitted by this date to prevent removal of prequalification.

If the assigned rating is not satisfactory, the Prequalification Committee must be notified in writing within 15 days of having been advised of the rating granted. MDOT may declare a prequalified bidder ineligible to bid at any time because of developments subsequent to prequalification which, in its opinion, would affect the responsibility of the bidder or their ability to perform the contract work.

If you have any questions or need additional information, please use the following contacts:

Construction Prequalification: MDOTPrequal@michigan.gov, Prequalification Website
Bid Letting (electronic bidding process): MDOT-BidLetting@michigan.gov, Bid Letting Website

Congratulations on your status as an MDOT Construction Prequalified Contractor. MDOT's Construction Prequalification team looks forward to working with you!

Lawrence F. Strzalka
Construction Contracts Section Manager
Contract Services Division

Contractor's Performance Evaluation

Michigan Department of Transportation

1/10/2024 2:38 PM
FieldManager 5.3c

Contract: 38000-207183, Hot mix asphalt cold milling and resurfacing, intersection i

Report Period	CPE Number	Contractor	
1/1/2023 - 12/31/2023	15	Bailey Excavating, Inc.	
CPE Date	**Report Type**	**Contractor Type**	**Subcontract Amount**
1/10/2024	Final	Subcontractor	$184,624.06
Form Version	**Route**	**District**	**Business Enterprise Type**
082307		06022	
Location		**Work Type**	
Greenwood Avenue from Fourth Street to Morrell Street.			
Evaluator	**Current Contract Amount**	**Managing Office**	
KB, Kent Beeksma	$1,246,940.54	Hubbell, Roth & Clark, Inc	
Entered By		**Revised By**	**Revision Date** / **Rev. No.**
AB, Alicia Blower			

County(s)
Jackson County

Project(s)
207183A, Hot mix asphalt cold milling and resurfacing, intersection i
213455A, Signal Modernization includes replacing mast arm signal, ele
213456A, Signal Modernization includes replacing mast arm signal, ele

Comments

Appraisal of the contractor's (subcontractor's) performance.

	Rating	Rating Remarks
A. Organization and Management		
1. To what degree are Contractor's project management personnel available and given the authority to execute the directions of the Engineer?	9	
2. To what degree are the Contractor's management personnel competent and effective in scheduling the work and organizing construction operations, including being punctual in starting and completing the work on the project and meeting critical intermediate phases in accordance with the contract?	9	

Appraisal of the contractor's (subcontractor's) performance.

	Rating	Rating Remarks
A. Organization and Management		
3. To what degree does the Contractor furnish required documentation and reports in a timely manner? This includes, but is not limited to, certification of materials, delivery tickets, invoices, progress schedule, shop drawings, material sampling, requests for extensions of time, contractor staking and Contractor Quality Assurance/Quality Control (QA/QC) plans and documentation.	9	
4. To what degree does the Contractor comply with the direction of the Engineer and follow the project authority as detailed in Division 1 of the Standard Specifications for Construction?	9	
5. To what degree does the Contractor comply timely with all appropriate wage rates, labor, EEO, and D.B.E. laws and regulations, submit accurate certified payrolls and promptly pay all subcontractors?	8	
B. Resources		
6. To what degree does the Contractor have adequate and sufficient equipment to keep the project on schedule? Does the equipment meet the requirements of the specifications and efficiently provide a quality product?	9	Had equipment needed to complete the work.
7. To what degree does the Contractor have competent and sufficient personnel to keep the project on schedule?	9	
C. Work Performance		
8. To what degree does the Contractor have good safety practices? Does the Contractor follow their own safety program?	9	All personnel had on the proper PPE while completing tasks.
9. To what degree did the Contractor comply with contract requirements for maintaining traffic?	8	
10. If applicable, to what degree does the Contractor meet the contract requirements for Contractor Quality Control (CQC)?	8	
11. To what degree does the Contractor provide a quality product?	9	
12. To what degree does the Contractor properly notify and coordinate work with utility companies, railroads, property owners, local unit of government, and Contractors working on adjacent projects?	8	

Appraisal of the contractor's (subcontractor's) performance.

	Rating	Rating Remarks
C. Work Performance		
13. To what degree does the Contractor submit the necessary documentation to permit timely closeout and finaling of project?	9	
14. To what degree does the Contractor meet the environmental requirements of the contract?	8	
D. Subcontractor Management		
15. To what degree does the Contractor coordinate work with Subcontractor's work, exercise authority over Subcontractors, provide notice of Subcontractor's work schedule and ensure that Subcontractors are in compliance with contract requirements?	N/A	

Evaluator _____ (Date) _____

Construction/Project Engineer _____ (Date) _____

TSC Manager: Kelby Wallace - Jackson TSC _____ (Date) _____

Contractor's Performance Evaluation

Michigan Department of Transportation

2/1/2024 1:37 PM
FieldManager 5.3c

Contract: 46061-131769, Hot mix asphalt cold milling and resurfacing, shoulder widen

Report Period	CPE Number	Contractor
2/21/2023 - 12/29/2023	2	Bailey Excavating, Inc.

CPE Date	Report Type	Contractor Type	Subcontract Amount
2/1/2024	Interim	Subcontractor	

Form Version	Route	District	Business Enterprise Type
082307		06022	

Location	Work Type
US-223 from US-127 to Brooks Highway.	

Evaluator	Current Contract Amount	Managing Office
kmc, Kevin M. Crevier	$40,675,097.34	Fishbeck

Entered By	Revised By	Revision Date	Rev. No.
MLH, Mary Lou Hussey			

County(s)
Lenawee County

Project(s)
131769A, Hot mix asphalt cold milling and resurfacing, shoulder widen
204949A, Construction of a roundabout.
209398A, Hot mix asphalt cold milling and resurfacing, shoulder widen

Comments

Appraisal of the contractor's (subcontractor's) performance.

	Rating	Rating Remarks
A. Organization and Management		
1. To what degree are Contractor's project management personnel available and given the authority to execute the directions of the Engineer?	9	
2. To what degree are the Contractor's management personnel competent and effective in scheduling the work and organizing construction operations, including being punctual in starting and completing the work on the project and meeting critical intermediate phases in accordance with the contract?	9	Good job communicating schedule of when they would be on site

Appraisal of the contractor's (subcontractor's) performance.

	Rating	Rating Remarks
A. Organization and Management		
3. To what degree does the Contractor furnish required documentation and reports in a timely manner? This includes, but is not limited to, certification of materials, delivery tickets, invoices, progress schedule, shop drawings, material sampling, requests for extensions of time, contractor staking and Contractor Quality Assurance/Quality Control (QA/QC) plans and documentation.	9	
4. To what degree does the Contractor comply with the direction of the Engineer and follow the project authority as detailed in Division 1 of the Standard Specifications for Construction?	9	
5. To what degree does the Contractor comply timely with all appropriate wage rates, labor, EEO, and D.B.E. laws and regulations, submit accurate certified payrolls and promptly pay all subcontractors?	9	
B. Resources		
6. To what degree does the Contractor have adequate and sufficient equipment to keep the project on schedule? Does the equipment meet the requirements of the specifications and efficiently provide a quality product?	9	
7. To what degree does the Contractor have competent and sufficient personnel to keep the project on schedule?	9	
C. Work Performance		
8. To what degree does the Contractor have good safety practices? Does the Contractor follow their own safety program?	9	
9. To what degree did the Contractor comply with contract requirements for maintaining traffic?	9	
10. If applicable, to what degree does the Contractor meet the contract requirements for Contractor Quality Control (CQC)?	9	
11. To what degree does the Contractor provide a quality product?	9	
12. To what degree does the Contractor properly notify and coordinate work with utility companies, railroads, property owners, local unit of government, and Contractors working on adjacent projects?	9	

Appraisal of the contractor's (subcontractor's) performance.

	Rating	Rating Remarks
C. Work Performance		
13. To what degree does the Contractor submit the necessary documentation to permit timely closeout and finaling of project?	8	
14. To what degree does the Contractor meet the environmental requirements of the contract?	8	
D. Subcontractor Management		
15. To what degree does the Contractor coordinate work with Subcontractor's work, exercise authority over Subcontractors, provide notice of Subcontractor's work schedule and ensure that Subcontractors are in compliance with contract requirements?	N/A	

kmcraylerck
02/05/2024 8:32:41 AM
Evaluator (Date)

Robb Welch P.E.
02/05/2024 10:04:58 AM
Construction/Project Engineer (Date)

TSC Manager: Kelly Wallace - Jackson TSC

APPROVED
By Kelby at 8:33 am, 2/23/24
(Date)

Contractor's Performance Evaluation

Michigan Department of Transportation

2/16/2022 8:28 AM
FieldManager 5.3c

Contract: 30000-206616, Hot mix asphalt cold milling and resurfacing and pavement m

Report Period		CPE Number	Contractor	
10/1/2021 - 11/12/2021		1	Bailey Excavating, Inc.	
CPE Date	**Report Type**		**Contractor Type**	**Subcontract Amount**
2/16/2022	Final		Subcontractor	$5,216.28
Form Version	**Route**	**District**	**Business Enterprise Type**	
082307		06022		
Location			**Work Type**	
Main Street from to the west village limits of North Adams (			Miscellaneous	
Evaluator	**Current Contract Amount**		**Managing Office**	
HJB, Heather J Boyd	$235,051.63		Hillsdale County Road Commission	
Entered By			**Revised By**	**Revision Date** **Rev. No.**
HJB, Heather J Boyd				
County(s)				
06				
Project(s)				
206616A, Hot mix asphalt cold milling and resurfacing and pavement ma				
Comments				

Appraisal of the contractor's (subcontractor's) performance.

	Rating	Rating Remarks
A. Organization and Management		
1. To what degree are Contractor's project management personnel available and given the authority to execute the directions of the Engineer?	9	
2. To what degree are the Contractor's management personnel competent and effective in scheduling the work and organizing construction operations, including being punctual in starting and completing the work on the project and meeting critical intermediate phases in accordance with the contract?	9	

Appraisal of the contractor's (subcontractor's) performance.

	Rating	Rating Remarks
A. Organization and Management		
3. To what degree does the Contractor furnish required documentation and reports in a timely manner? This includes, but is not limited to, certification of materials, delivery tickets, invoices, progress schedule, shop drawings, material sampling, requests for extensions of time, contractor staking and Contractor Quality Assurance/Quality Control (QA/QC) plans and documentation.	9	
4. To what degree does the Contractor comply with the direction of the Engineer and follow the project authority as detailed in Division 1 of the Standard Specifications for Construction?	9	
5. To what degree does the Contractor comply timely with all appropriate wage rates, labor, EEO, and D.B.E. laws and regulations, submit accurate certified payrolls and promptly pay all subcontractors?	9	
B. Resources		
6. To what degree does the Contractor have adequate and sufficient equipment to keep the project on schedule? Does the equipment meet the requirements of the specifications and efficiently provide a quality product?	9	
7. To what degree does the Contractor have competent and sufficient personnel to keep the project on schedule?	9	
C. Work Performance		
8. To what degree does the Contractor have good safety practices? Does the Contractor follow their own safety program?	9	
9. To what degree did the Contractor comply with contract requirements for maintaining traffic?	9	
10. If applicable, to what degree does the Contractor meet the contract requirements for Contractor Quality Control (CQC)?	9	
11. To what degree does the Contractor provide a quality product?	9	
12. To what degree does the Contractor properly notify and coordinate work with utility companies, railroads, property owners, local unit of government, and Contractors working on adjacent projects?	9	

Contractor's Performance Evaluation

Appraisal of the contractor's (subcontractor's) performance.

	Rating	Rating Remarks
C. Work Performance		
13. To what degree does the Contractor submit the necessary documentation to permit timely closeout and finaling of project?	9	
14. To what degree does the Contractor meet the environmental requirements of the contract?	9	
D. Subcontractor Management		
15. To what degree does the Contractor coordinate work with Subcontractor's work, exercise authority over Subcontractors, provide notice of Subcontractor's work schedule and ensure that Subcontractors are in compliance with contract requirements?	N/A	

Heather J. Boyd
Feb 16 2022 8:36 AM

Evaluator (Date)

H. John Sanders
H. John Sanders
Feb 16 2022 8:39 AM

Construction/Project Engineer (Date)

Kelby Wallace

Digitally signed by: Kelby Wallace
DN: CN = Kelby Wallace email = wallaceK@michigan.gov C = US O = State of Michigan
Date: 2022.03.09 08:27:50 -05'00'

TSC Manager: Kelby Wallace, P.E. (Date)

Contractor's Performance Evaluation

Michigan Department of Transportation

1/27/2022 3:47 PM
FieldManager 5.3c

Contract: 38000-207173, Hot mix asphalt reconstruction, concrete curb and sidewalk,

Report Period		CPE Number	Contractor	
5/17/2021 - 12/31/2021		1	Bailey Excavating, Inc.	
CPE Date	**Report Type**		**Contractor Type**	**Subcontract Amount**
1/27/2022	Interim		Prime	
Form Version	**Route**	**District**	**Business Enterprise Type**	
082307		06022		
Location			**Work Type**	
Morrell Street from Greenwood Avenue to Francis Street.				
Evaluator	**Current Contract Amount**		**Managing Office**	
KB, Kent Beeksma	$688,651.19		Hubbell, Roth and Clark, Inc	
Entered By			**Revised By**	**Revision Date** / **Rev. No.**
AB, Alicia Blower				
County(s)				
Jackson County				
Project(s)				
207173A, Hot mix asphalt reconstruction, concrete curb and sidewalk,				
Comments				

Appraisal of the contractor's (subcontractor's) performance.

	Rating	Rating Remarks
A. Organization and Management		
1. To what degree are Contractor's project management personnel available and given the authority to execute the directions of the Engineer?	8	
2. To what degree are the Contractor's management personnel competent and effective in scheduling the work and organizing construction operations, including being punctual in starting and completing the work on the project and meeting critical intermediate phases in accordance with the contract?	8	

Appraisal of the contractor's (subcontractor's) performance.

	Rating	Rating Remarks
A. Organization and Management		
3. To what degree does the Contractor furnish required documentation and reports in a timely manner? This includes, but is not limited to, certification of materials, delivery tickets, invoices, progress schedule, shop drawings, material sampling, requests for extensions of time, contractor staking and Contractor Quality Assurance/Quality Control (QA/QC) plans and documentation.	9	
4. To what degree does the Contractor comply with the direction of the Engineer and follow the project authority as detailed in Division 1 of the Standard Specifications for Construction?	9	
5. To what degree does the Contractor comply timely with all appropriate wage rates, labor, EEO, and D.B.E. laws and regulations, submit accurate certified payrolls and promptly pay all subcontractors?	9	
B. Resources		
6. To what degree does the Contractor have adequate and sufficient equipment to keep the project on schedule? Does the equipment meet the requirements of the specifications and efficiently provide a quality product?	9	Equipment was available and on site as needed to complete the project.
7. To what degree does the Contractor have competent and sufficient personnel to keep the project on schedule?	9	
C. Work Performance		
8. To what degree does the Contractor have good safety practices? Does the Contractor follow their own safety program?	9	Personnel on site had on appropriate safety attire for the work being completed.
9. To what degree did the Contractor comply with contract requirements for maintaining traffic?	9	
10. If applicable, to what degree does the Contractor meet the contract requirements for Contractor Quality Control (CQC)?	9	
11. To what degree does the Contractor provide a quality product?	9	
12. To what degree does the Contractor properly notify and coordinate work with utility companies, railroads, property owners, local unit of government, and Contractors working on adjacent projects?	9	

Contractor's Performance Evaluation

Appraisal of the contractor's (subcontractor's) performance.

	Rating	Rating Remarks
C. Work Performance		
13. To what degree does the Contractor submit the necessary documentation to permit timely closeout and finaling of project?	9	
14. To what degree does the Contractor meet the environmental requirements of the contract?	9	
D. Subcontractor Management		
15. To what degree does the Contractor coordinate work with Subcontractor's work, exercise authority over Subcontractors, provide notice of Subcontractor's work schedule and ensure that Subcontractors are in compliance with contract requirements?	8	Subcontractors were on site when the contractor had them scheduled.

Evaluator (Date)

Construction/Project Engineer (Date)

TSC Manager: Kelby Wallace - Jackson TSC (Date)

Contractor's Performance Evaluation

Michigan Department of Transportation

5/13/2021 10:01 AM
FieldManager 5.3c

Contract: 38000-207146, Reconstruction includes removal of composite pavement, cor

Report Period		CPE Number	Contractor	
6/24/2019 - 1/27/2021		1	Bailey Excavating, Inc.	
CPE Date	**Report Type**		**Contractor Type**	**Subcontract Amount**
5/13/2021	Final		Prime	
Form Version	**Route**	**District**	**Business Enterprise Type**	
082307		08022		
Location			**Work Type**	
Greenwood Avenue from south of Morrell Street to Jackson Str				
Evaluator	**Current Contract Amount**		**Managing Office**	
KB, Kent Beekama	$1,986,686.32		HRC	
Entered By			**Revised By**	**Revision Date** / **Rev. No.**
AB, Alicia Blower				
County(s)				
Jackson County				
Project(s)				
207146A, Reconstruction includes removal of composite pavement, concr				
Comments				

Appraisal of the contractor's (subcontractor's) performance.

	Rating	Rating Remarks
A. Organization and Management		
1. To what degree are Contractor's project management personnel available and given the authority to execute the directions of the Engineer?	9	
2. To what degree are the Contractor's management personnel competent and effective in scheduling the work and organizing construction operations, including being punctual in starting and completing the work on the project and meeting critical intermediate phases in accordance with the contract?	9	

Contractor's Performance Evaluation

Appraisal of the contractor's (subcontractor's) performance.

	Rating	Rating Remarks
A. Organization and Management		
3. To what degree does the Contractor furnish required documentation and reports in a timely manner? This includes, but is not limited to, certification of materials, delivery tickets, invoices, progress schedule, shop drawings, material sampling, requests for extensions of time, contractor staking and Contractor Quality Assurance/Quality Control (QA/QC) plans and documentation.	9	
4. To what degree does the Contractor comply with the direction of the Engineer and follow the project authority as detailed in Division 1 of the Standard Specifications for Construction?	9	
5. To what degree does the Contractor comply timely with all appropriate wage rates, labor, EEO, and D.B.E. laws and regulations, submit accurate certified payrolls and promptly pay all subcontractors?	8	
B. Resources		
6. To what degree does the Contractor have adequate and sufficient equipment to keep the project on schedule? Does the equipment meet the requirements of the specifications and efficiently provide a quality product?	9	Equipment was always available and on site as needed to complete the project
7. To what degree does the Contractor have competent and sufficient personnel to keep the project on schedule?	9	Had enough personnel on site to complete projects
C. Work Performance		
8. To what degree does the Contractor have good safety practices? Does the Contractor follow their own safety program?	9	All personel wore the appropriate gear completing work
9. To what degree did the Contractor comply with contract requirements for maintaining traffic?	9	Contractor put back up signs that were tipped over in a timely manner and placed barricades and barrels to block traffic from entering the site at the end of the day
10. If applicable, to what degree does the Contractor meet the contract requirements for Contractor Quality Control (CQC)?	9	
11. To what degree does the Contractor provide a quality product?	9	

Appraisal of the contractor's (subcontractor's) performance.

	Rating	Rating Remarks
C. Work Performance		
12. To what degree does the Contractor properly notify and coordinate work with utility companies, railroads, property owners, local unit of government, and Contractors working on adjacent projects?	8	
13. To what degree does the Contractor submit the necessary documentation to permit timely closeout and finaling of project?	9	
14. To what degree does the Contractor meet the environmental requirements of the contract?	9	Set up SESC in accordance with contract and replaced as needed
D. Subcontractor Management		
15. To what degree does the Contractor coordinate work with Subcontractor's work, exercise authority over Subcontractors, provide notice of Subcontractor's work schedule and ensure that Subcontractors are in compliance with contract requirements?	8	

Evaluator _____ (Date) _____

Construction/Project Engineer _____ (Date) _____

TSC Manager: _____ (Date) _____

Contractor's Performance Evaluation

Michigan Department of Transportation

12/11/2019 10:05 AM
FieldManager 5.3c

Contract: 38000-130214, Hot mix asphalt cold milling and resurfacing, drainage, sign

Report Period		CPE Number	Contractor	
8/7/2018 - 11/4/2019		8	Bailey Excavating, Inc.	
CPE Date	**Report Type**		**Contractor Type**	**Subcontract Amount**
12/11/2019	Final		Prime	
Form Version	**Route**	**District**	**Business Enterprise Type**	
082307		08022		
Location			**Work Type**	
4th Street from Audubon Boulevard to Horton Road.				
Evaluator	**Current Contract Amount**		**Managing Office**	
JPN, Jim P Neill (MSG)	$1,324,789.54		The Mannik & Smith Group, Inc.	
Entered By			**Revised By**	**Revision Date** / **Rev. No.**
CEB, Carrie E Baker				
County(s)				
08				
Project(s)				
130214A, Hot mix asphalt cold milling and resurfacing, drainage, sign				
Comments				

Appraisal of the contractor's (subcontractor's) performance.

	Rating	Rating Remarks
A. Organization and Management		
1. To what degree are Contractor's project management personnel available and given the authority to execute the directions of the Engineer?	10	
2. To what degree are the Contractor's management personnel competent and effective in scheduling the work and organizing construction operations, including being punctual in starting and completing the work on the project and meeting critical intermediate phases in accordance with the contract?	9	

Contractor's Performance Evaluation

Appraisal of the contractor's (subcontractor's) performance.

	Rating	Rating Remarks
A. Organization and Management		
3. To what degree does the Contractor furnish required documentation and reports in a timely manner? This includes, but is not limited to, certification of materials, delivery tickets, invoices, progress schedule, shop drawings, material sampling, requests for extensions of time, contractor staking and Contractor Quality Assurance/Quality Control (QA/QC) plans and documentation.	9	
4. To what degree does the Contractor comply with the direction of the Engineer and follow the project authority as detailed in Division 1 of the Standard Specifications for Construction?	10	
5. To what degree does the Contractor comply timely with all appropriate wage rates, labor, EEO, and D.B.E. laws and regulations, submit accurate certified payrolls and promptly pay all subcontractors?	10	
B. Resources		
6. To what degree does the Contractor have adequate and sufficient equipment to keep the project on schedule? Does the equipment meet the requirements of the specifications and efficiently provide a quality product?	10	
7. To what degree does the Contractor have competent and sufficient personnel to keep the project on schedule?	10	
C. Work Performance		
8. To what degree does the Contractor have good safety practices? Does the Contractor follow their own safety program?	9	
9. To what degree did the Contractor comply with contract requirements for maintaining traffic?	10	
10. If applicable, to what degree does the Contractor meet the contract requirements for Contractor Quality Control (CQC)?	N/A	
11. To what degree does the Contractor provide a quality product?	9	
12. To what degree does the Contractor properly notify and coordinate work with utility companies, railroads, property owners, local unit of government, and Contractors working on adjacent projects?	10	

Contractor's Performance Evaluation

Appraisal of the contractor's (subcontractor's) performance.

	Rating	Rating Remarks
C. Work Performance		
13. To what degree does the Contractor submit the necessary documentation to permit timely closeout and finaling of project?	9	
14. To what degree does the Contractor meet the environmental requirements of the contract?	9	
D. Subcontractor Management		
15. To what degree does the Contractor coordinate work with Subcontractor's work, exercise authority over Subcontractors, provide notice of Subcontractor's work schedule and ensure that Subcontractors are in compliance with contract requirements?	10	

Jim Neill Digitally signed by Jim Neill Date: 2019.12.13 09:30:14 -05'00'

Evaluator (Date)

Steven L. Bouws Digitally signed by Steven L. Bouws Date: 2019.12.23 14:16:55 -05'00'

Construction/Project Engineer (Date)

Kelby Wallace PE Kelby Wallace Feb 18 2020 8:15 AM

TSC Manager: Kelby Wallace - Jackson TSC (Date)

20.

Bailey Excavating, Inc.

1073 TORO DRIVE — P.O. BOX 660 — JACKSON, MICHIGAN 49204
PHONE (517) 750-3030

TO: ALL BAILEY EXCAVATING, INC. EMPLOYEES

FROM: JOHN W. BAILEY

SAFETY, ACCIDENT PREVENTION, AND LOSS CONTROL POLICY STATEMENT

The Bailey Excavating, Inc. and its subsidiaries are committed to a strong employee safety program. It is directed at providing a place of employment that is free from recognized physical hazards and provide a healthful environment for its employees and others working at its facilities.

Responsibility for safety is shared between company management, supervision and employees. Bailey Excavating, Inc. recognizes the need for safe work practices, employee training and equipment in good operating order. Managers are expected to give their complete support to the safety and accident prevention program. However, accidents can best be prevented through safety minded attitudes and actions of all employees.

RESPONSIBILITIES

Management:

Provide strong company support in principle and funding as required.

Assure that all activities under their direction are operated in a safe manner.

Compliance to federal and state occupational safety and health standards of their facilities, equipment and work practices.

Abatement of conditions that have or may result in citations by enforcement officials.

See that all recommendations of insurance carrier inspectors are acted upon and responded to promptly.

Bailey Excavating, Inc.

1073 TORO DRIVE — P.O. BOX 660 — JACKSON, MICHIGAN 49204
PHONE (517) 750-3030

SUPERINTENDENTS AND FOREMEN:

Always set a good safety example.

Alert and train your workers in good safety practices.

Conduct periodic inspections of the work site to identify possible hazards. Where practical, eliminate the hazards, and when not practical, point them out to workers so they can be avoided.

Conduct regular tool box meetings, a minimum of once each week. A written report of the safety meeting including a list of employees participating is required.

See that all accidents are reported and investigated promptly.

Be prepared to help in any accident or emergency. Have proper phone numbers to summon police, fire department, ambulance and doctor as required.

Provide proper job instruction and be certain that each employee knows all the safety rules that apply to the job.

Enforce safety rules.

Discuss all pertinent safety information and all known hazards with employees before a job is started. Instruct employees to be alert for unknown hazards and to be concerned with safety at all times.

EMPLOYEES:

Work safety and conduct themselves in a responsible manner.

Good safety performance requires the efforts of all employees to prevent accidents or injuries.

Accept safety as a personal matter. Every employee must cooperate with the safety program by developing safe work habits and reporting hazardous working conditions. They are expected to be continually on the alert for potential hazards and to take necessary action to prevent accidents and injuries.

Follow the safety practices which are established for their protection and that of other employees.

Bailey Excavating, Inc.

1073 TORO DRIVE — P.O. BOX 660 — JACKSON, MICHIGAN 49204
PHONE (517) 750-3030

SAFETY AND LOSS CONTROL MANAGER

Formulate the safety and loss control program.

Assist manager in meeting their safety and loss control responsibility.

Investigate practices or conditions which have caused or may cause accidental injury or property damage and make recommendations for correction.

Stay abreast of all developments of new or revised safety and health regulations.

Publish regular bulletins to communicate important safety matter to managers, supervisors and employees.

Conduct regular and through safety and loss control audits of all facilities and activities.

CONTRACTOR AND SUBCONTRACTORS

Comply with all applicable federal, state and local safety and health related standards and regulations when working on Bailey Excavating, Inc. premises or as a subcontractor on field projects. It is up to the individuel employer to require its employees to perform in a safe and responsible manner.

CONCURRENT WITH THE INSTITUTION OF THIS POLICY STATEMENT

Bailey Excavating, Inc. will be adopting specific Safety Rules. While it is the company's intent to make their Safety Rules as practical as possible, they may result in some inconvenience to the employees and/or changes in job procedures. A positive incentive program to promote employee participation may be adopted as an option by individually. However, all employees are required to observe the Safety Rules and violation thereof may result in discipline up to and including termination.

John W. Bailey

mioshа violations

FOREMAN/QUALIFIED EMPLOYEE SAFETY CHECKLIST

Superintendent:
Job Location:
Date:
Inspected By:

	Yes	No
1. Emergency phone numbers posted.	☐	☐
2. First Aid/CPR certified employee on each job site.	☐	☐
A. First-aid kits available.	☐	☐
B. CPR mask.	☐	☐
C. Rubber gloves.	☐	☐
D. Haz Mat disposal bag.	☐	☐
3. Drinking water with cups available.	☐	☐
4. Toilet facilities provided or available.	☐	☐
5. Personal safety equipment in use.		
A. Hard hats.	☐	☐
B. Eye protection.	☐	☐
C. Ear protection.	☐	☐
D. Hand protection.	☐	☐
E. Foot Protection.	☐	☐
F. Clothing protection.	☐	☐

	Yes	No
6. Fuel Storage.		
A. Fuel storage area marked "NO SMOKING" Appropriate extinguisher available in area.	☐	☐
B. All fuel cans safety type-transport only.	☐	☐
7. Traffic and pedestrian control devices properly used.	☐	☐
A. Construction signs.	☐	☐
B. Proper barricades.	☐	☐
C. Traffic cones.	☐	☐
D. Flagpersons with six foot staff with red flags and orange vest.	☐	☐
E. Flagpersons properly instructed.	☐	☐
F. Flagpersons used to assist trucks and vehicles in and out of traffic.	☐	☐
8. Tools:		
A. Air tool connections secured with safety chains.	☐	☐
B. Portable electric tools provided with approved systems of double insulation and GFCI.	☐	☐
C. Extension cords are three wire type and in good condition.	☐	☐
D. Portable lights equipped with bulb guards.	☐	☐
E. Protective guards on portable saws in good order.	☐	☐
F. Ladder in good condition.	☐	☐
G. All hand tools in good condition, no cracked or splintered handles.	☐	☐

	Yes	No
9. Trucks and equipment.		
A. Parking brakes set when not in use.	☐	☐
B. Type ABC fire extinguishers available in trucks.	☐	☐
C. All horns and lights in good working order.	☐	☐
D. Seats firmly secured on vehicles used to transport Employees.	☐	☐
E. A copy of the most recent equipment inspection checklist on site.	☐	☐
F. Roll over protection and seat belts in good order.	☐	☐
G. Equipment safety chains in good order and in use.	☐	☐
H. Registration cards in all trucks.	☐	☐
I. Equipment and vehicle properly lubricated and maintained.	☐	☐
J. All drivers with valid licenses.	☐	☐
K. Back-up alarms in good working order.	☐	☐
L. Windshield void of cracks/wipers and defoggers in operable condition.	☐	☐
10. Excavation, trenching, shoring, pipe laying.		
A. Qualified person makes periodic inspections of soil conditions and shoring systems.	☐	☐
B. Effort made to locate underground installations by inspection and notification to MISS DIG 1-800-482-7171.	☐	☐
C. Excavated material stored 2 feet from edge of excavation.	☐	☐
D. Materials used for shoring in good working condition - trench box inspected for broken welds.	☐	☐

	Yes	No
E. Walls on manhole and ditch excavations more than 5 feet deep shored or sloped or otherwise protected.	☐	☐
F. Means of ingress/egress provided every 25 feet in trenches over 4 feet deep.	☐	☐
G. Warning signs posted on truck cranes and excavating equipment. Maintain minimum 10 foot clearance when working near electrical lines.	☐	☐
11. Working in confined spaces.		
A. Confined space tested for gas before entry.	☐	☐
B. Confined space ventilated with blowers before entry.	☐	☐
C. Smoking or open flame not permitted within 25 feet of confined space.	☐	☐
D. Upstream utilities tagged and locked out.	☐	☐
12. Handling and storage of materials		
A. Rigging equipment inspected at beginning of each shift.	☐	☐
B. Chains are alloy steel with permanent tag showing size, grade, rated capacity and manufacturer's name.	☐	☐
C. Material staked, raked, blocked, interlocked or otherwise secured to prevent sliding, falling or collapse during storage or transit.	☐	☐
D. Inspect hooks for stretching or twisting.	☐	☐
E. Slings in good condition and built properly.	☐	☐
13. MIOSHA safety poster displayed.	☐	☐
14. Accident report filled out promptly and completed after each accident. Phoned in to office for typing and mailing.	☐	☐
15. Safety manual on jobsite.	☐	☐

	Yes	No
16. New employees given brief orientation as to company policies.	☐	☐
17. Conduct one 10 minute safety meeting (Tool Box Talk) with crew each week. Records of topic and attendance must be turned into home office.	☐	☐
18. MSDS booklet and poster.	☐	☐

REMARKS

BAILEY EXCAVATING, INC.
HEALTH & SAFETY PLANS FOR

_____

_____

DATE: _____

TO

DATE: _____

PROJECT # _____

PREPARED BY:
BAILEY EXCAVATING, INC.
1073 Toro Drive
Jackson, MI 49201
517-750-3030

SAFETY OFFICER:
JOHN W. BAILEY

The purpose of this Health and Safety Plan is to provide the employees of Bailey Excavating and Sub Contractors with information about this project to help protect the workers on the job, and prevent any accidents or personal injuries.

All Employees and Sub Contractors must comply with Bailey Excavating's company policies, which have been previously approved by the affilated unions. Enclosed is a copy of the Company's policy.

Any questions relating to the Health and Safety Plan on this project should immedialty be reported to:

Bailey Excavating, Inc.
John W. Bailey, Health and Safety Officer
1073 Toro Drive
Jackson, MI 49201
517-750-3030



Bailey Excavating, Inc.



1073 TORO DRIVE – JACKSON, MI 49201
PHONE (517) 750-3030

COMPANY POLICY

Union Employees

Revised 4/5/2022

TO ALL EMPLOYEES:

HOURS WORKED AND WAGES

A normal work week will be 5 – 8 hour days or 4 – 10 hour days with one-half (1/2) hour lunch. Any overtime must be authorized by a supervisor.

Due to uncontrollable weather conditions, Friday will be used as a make-up day in a 4 – 10 hour week. Overtime and Saturdays will be 1 ½ times rate. Sundays and holidays will be 2 times rate.

If weather conditions are such that we may not be able to work, your Foreman will inform you of your working status.

Time cards are to be completed daily and turned in by 8 am Monday mornings. Time cards are to be completed with date, job #, location, description of work and hours on the job.

Daily Job Reports are required from each job Foreman and are to be turned into the office or supervisor daily.

All Pay will be union wage scale. Any job bid as a road job will be paid road scale. Any job bid as an underground job will be paid underground scale. Any special scales requested to bid jobs will be determined and authorized by the affiliating unions.

An Equal Opportunity Employer



Bailey Excavating, Inc.



1073 TORO DRIVE – JACKSON, MI 49201
PHONE (517) 750-3030

PICK UP TRUCKS & TRUCKS

All drivers of company vehicles must have a valid drivers license (CDL if required) with proper endorsements and wear safety belts. Copies of valid driver's license and medical cards are to be kept on file in the office. All drivers of company vehicles are responsible for the safe operation, care and use of the vehicle.

Traffic violations are the responsibility of the employee/driver. This includes tarp violations.

EQUIPMENT

Each operator will be responsible for greasing, fueling and care of equipment he or she is operating daily. Each operator will be allowed ample time to complete these duties.

It is policy to service equipment with a Detroit Diesel engine approximately every one hundred (100) hours. Caterpillar equipment approximately every two hundred (200) hours. It will be the individual operator's responsibility to notify the foreman or service personnel for this maintenance.

Foreman's will be given a form to complete regarding equipment in their care for the service personnel. This communication will help track equipment use and maintenance needed/required.

Employee's mis-using company equipment or vehicles will be subject to dismissal.

Safety

All MIOSA requirements and Bailey Excavating, Inc. company policies will be followed and enforced for safety and protection of the employee. All safety equipment needed will be provided for each job site by Bailey Excavating, Inc. All proper dress attire is to be worn on job

sites such as hard hats, safety shoes, shirts, long pants and safety glasses when required. Safety vest are required on all road projects.

Drugs and Alcohol

Drugs and alcohol will not be permitted at any time or on company property and job sites including after work hours. Employees violating this rule will be subject to dismissal. Any employee who fails to submit to a drug and/or alcohol test will be discharged.

Cell Phone

Supervisor's and Foreman's will have cell phone access as needed. No other cell phone use during work hours permitted. Personal calls/texts may be made during your break or lunch only.

If you use your cell phone while driving a company vehicle, you are responsible for any/all fines.

An Equal Opportunity Employer

Bailey Excavating, Inc is an Equal Opportunity Employer and will not discriminate on the bases of race, religion, sex, color or national origin, sexual orientation, gender identity, age, height, weight, marital or veteran status, arrest record or disability.

We expect your full cooperation in following the above company polices.

John W. Bailey, President

Bailey Excavating, Inc.

1073 TORO DRIVE – JACKSON, MI 49201
PHONE (517) 750-3030

January 19th, 2023

RE: Impacts to Reduce Human Health and Environment

To Whom It May Concern,

Bailey Excavating, Inc. participates in several ways. We recycle oil. We have recently gone through Consumer's Energy's green program for our facility. Materials we remove from jobs is repurposed for another use. The asphalt, concrete and brick is manufactured into aggregate for future use. Our used oil is recycled.

More recently, we are working with a company to reduce our use of energy by going to solar panels.

Sincerely,

Rhonda M Denny

Rhonda M. Denny
Executive Administrator

An Equal Opportunity Employer

Attachment C

COMPLETED JOBS

PROJECT NAME	CONTRACT	COMPLETED	OWNER OR ENGINEER	TELEPHONE #
Leoni Township WWTP EARTHWORK/UTILITIES	$ 100,272.50	May-22	Leoni Township DPW F&V Construction	616-977-4400
Morrell St-MDOT#38000-207173 ROAD/UTILITIES	$669,801.77	Oct-21	City of Jackson Troy White	517-788-4160
2021 Misc. Utilities SITE WORK/UTILITIES	$ 2,544,692.24	Apr-22	City of Ann Arbor Theresa Bridges	734-794-6410
JPS Athletic Field Earthwork /UTILITIES	$ 1,248,492.50	May-22	CSM Group Eric Wolfe	269-491-8378
Cooley Place & Biddle-2021 CDBG EARTHWORK/ROAD/UTILITIES	$ 682,407.56	Nov-21	City of Jackson Troy White	517-788-4160
Blackstone WM-Randolf Brown St Earthwork/Road/utilities	$ 846,206.25	May-22	City of Jackson Troy White	517-788-4160
Blackman Place Apartments Site Work/Utilities	$ 600,815.44	Apr-22	Blackman Place Apts. LLC David Spayd	812-309-3923
Albion 2021 Local Streets ROAD WORK/UTILITIES	$ 1,222,813.66	Sep-21	City of Albion Pat Miller	517-629-5535
DWWH Watermain ROAD/UTILITIES	$ 1,393,088.95	Oct-21	City of Ann Arbor Igor Kotlyar	734-794-6410
Broadway WM Replacement ROAD/UTILITIES	$ 3,348,664.00	Nov-23	City of Ann Arbor Nicholas Bayley	734-794-6410
S. Main Street Storm Replacement Road Construction/Utilities	$ 5,954,234.00	Sep-23	City of AnnArbor-Wade trim Felipe Uribe	734-489-3379
Holt Schools-(3) Elementary EARTHWORK/UTILITIES	$ 1,719,796.00	Jul-23	Holt Schools-Granger Construction Jake Stoll	517-348-7160
Blackman Apts Eartwork/Utilites	$ 756,749.00	Jun-23	Cash Waggner & Assoc Davin Spayd	812-309-3923

The Reserves			**Royal American Homes, Inc.**	
Eartwork/Utilities	**$ 2,006,041.00**	**May-23**	**Ken Thompson**	**586-749-8491**

CRITERIA 23:

The ratio of masters or journeypersons to apprentices proposed to be used on the construction project job site, if apprentices are to be used on the project.

See Attached

Do you participate in the Registered Apprenticeship Programs that are registered with the United States Department of Labor Office of Apprenticeship or by a State Apprenticeship Agency recognized by the Office of Apprenticeship?

☑ Yes

☐ No

Additional Information:

(ATTACHMENT REQUIRED) Documentation of how the bidder assesses the skills and qualifications of any employees who do not have master or journeyperson certification or status, or are not participants in a Registered Apprenticeship Program.

CRITERIA 24 (ATTACHMENT REQUIRED)

Evidence of the bidder's worker's compensation Experience Modification Rating ("EMR"). Preference will be given to contractors and subcontractors who exhibit an EMR of 1.0 or less based on a three-year average.

CRITERIA 25:

All craft labor that will be employed by the firm for the project has completed at least the OSHA 10 hour training course of safety established by the U.S. Department of Labor, Occupational Safety & Health Administration.

☑ Yes ☐ No

23.

Bailey Excavating, Inc.

1073 TORO DRIVE – JACKSON, MI 49201
PHONE (517) 750-3030

Employee Classifications Ratio

Name	Class
JACOB W. BAILEY	VP/MANAGER
JOHN W. BAILEY	PRESIDENT
JORDAN W. BAILEY	MAINTENANCE
JULIE D. BAILEY	OFFICE
RHONDA L. BLAIR	OFFICE
STEVE BLISS	OPRFM1
BLAKE D. BLODGETT	LRCL1
FRED CARPENTER	OPRFM1
FRED CARPENTER II	OPRREG
DYLAN L CONNELLY	LRCL5
PATRICK R. CONSLEY	LRCL1
MICHAEL T CRABTREE	OPRFM1
TYLER A. DARNELL	LRCL5
WILLIAM J. DAVIS	OPRREG
RHONDA M. DENNY	OFFICE
LAURIE A. DOUBLE	LRCL1
CHRISTOPHER EUBANKS	LRCL1
MICHAEL R HAVENS	OPRFM1
JOSEPH P IRISH	OPRAPPRE
MARK J. IRVING	OPRFM1
YENQUIER R JORGE	OPRREG
JOSEPH C. KEMPLIN	LRFMN1
ROBERT H LEY	OPRREG
STEVEN L. LOGAN	OPRFM2
MARK E. MAGNER	SUPERVISOR
JUAN R. MENA	LRCL5
TODD D. MERRITT	OPRREG
TIMOTHY C. NEVINS	LRCL5
SAMUEL W PANCAKE	LRCL1
RAYMOND J. PANKHURST	OPRFM2
PATRICK M. PARKER	OPRFM1
CONNER S. PETERS	GARAGE
HEATH D. REAMS	LRCL1
TOM ROWLAND	OPRREG
MATTHEW H. SHERMAN	ASSIST SUPERVISOR
EDWARD T. SWARTZ	OPRREG
KIRK A SWARTZ	OPRREG
DAVID R THOMPSON	SUPERVISOR
CHAD WRIGHT	OPRREG

Key
OPRFM1 = Operator Foreman Journeyman
LBAPP4 = Laborer Apprentice Level 4
OPRREG = Operator Journeyman
LRCL5 = Laborer Journeyman Pipe Layer
LRCL 1 = Laborer Journeyman
OPRAPPRE = Operator Apprentice Level 1
LBAPP3 = Laborer Apprentice Level 3
LRFMN1 = Laborer Foreman Level 1
LABSAPP1 = Laborer Class 5 Apprentice Level 1

An Equal Opportunity Employer

POWER EQUIPMENT OPERATOR CLASSIFICATIONS

GROUP 1: Backfiller tamper; Backhoe; Batch plant operator (concrete); Clamshell; Concrete paver (2 drums or larger); Conveyor loader (Euclid type); Crane (crawler, truck type or pile driving); Dozer; Dragline; Elevating grader; Endloader; Gradall (and similar type machine); Grader; Mechanic; Power shovel; Roller (asphalt); Scraper (self-propelled or tractor drawn); Side boom tractor (type D-4 or equivalent and larger); Slip form paver; Slope paver; Trencher (over 8 ft. digging capacity); Well drilling rig; Concrete pump with boom operator; Hydro Excavator

GROUP 2: Boom truck (power swing type boom); Crusher; Hoist; Pump (1 or more - 6-in. discharge or larger - gas or diesel- powered or powered by generator of 300 amperes or more - inclusive of generator); Side boom tractor (smaller than type D-4 or equivalent); Tractor (push-tired, other than backhoe or front end loader); Trencher (8-ft. digging capacity and smaller); Vac Truck and End dump operator;

GROUP 3: Air compressors (600 cfm or larger); Air compressors (2 or more-less than 600 cfm); Boom truck (non-swinging, non- powered type boom); Concrete breaker (self-propelled or truck mounted - includes compressor); Concrete paver (1 drum-1/2 yd. or larger); Elevator (other than passenger); Maintenance person; Pump (2 or more-4-in. up to 6-in. discharge-gas or diesel powered - excluding submersible pumps); Pumpcrete machine (and similar equipment); Wagon drill (multiple); Welding machine or generator (2 or more-300 amp. or larger - gas or diesel powered)

GROUP 4: Boiler; Concrete saw (40 hp or over); Curing machine (self-propelled); Farm tractor (with attachment); Finishing machine (concrete); Hydraulic pipe pushing machine; Mulching equipment; Pumps (2 or more up to 4-in. discharge, if used 3 hours or more a day, gas or diesel powered - excluding submersible pumps); Roller (other than asphalt); Stump remover; Trencher (service); Vibrating compaction equipment, self-propelled (6 ft. wide or over); Sweeper (Wayne type); Water wagon and Extend-a boom forklift

Group 5: Fire Person, Oiler

RATE	WORK HOURS	TRAINING HOURS-CUMULATIVE
75%	0-1,000	75 Plus
80%	1,001-2,000	75 Plus
85%	2,001-3,000	75 Plus
90%	3,001-4,000	75 Plus
95%	4,0001-5,000	75 Plus
100%	5,0001	Journeyman

LABORER'S

All registered Apprentices will work in accordance with wage and training requirements.

Rate	Work Hours	Training Hours – Cumulative
75%	0 – 1,000	75 Plus
80%	1,001 – 2,000	75 Plus
85%	2,001 – 3,000	75 Plus
95%	3,001 – 4,000	75 Plus

All percentages are calculated on the Base Rate. All fringe benefits are paid at 100%.
This language must comply with all MDOT specifications.

Class 1: Asphalt Shoveler or loader, asphalt plant misc., asphalt raker tender, burlap man, carpenters' tender, yard man, guard rail builder's tender, Earth Retention barrier and wall and M.S.E. Wall Installers Tender, Highway and median barrier installers tender (including sound, retaining and crash barriers), fence erector's tender, dumper (wagon, Truck, etc.), joint filling labor, misc., unskilled labor, sprinkler labor, form setting labor, form stripper, pavement reinforcing, handling and placing (e.g., wire mesh, steel mats, dowel bars, etc.), mason's or bricklayer's tender on manholes, manhole builder, headwalls, etc., waterproofing, (other than buildings) seal coating and slurry mix, shoring, underpinning, bridge painting, etc., (spray, roller and brush), sandblasting, pressure grouting, bridge pin and hanger removal, Material Recycling Laborer, Horizontal Paver Laborer (brick, concrete, clay, stone and asphalt), Ground Stabilization and Modification Laborer, grouting, waterblasting, Top Man, and railroad track and trestle laborer, sign installer and remote control operated equipment.

Class 2: Mixer operator, (less than 5 sacks), air or electric tool operator (jack hammer, etc.), spreader, boxman (asphalt, stone, gravel, etc.), concrete paddler, power chain saw operator, paving batch truck dumper, tunnel mucker (highway work only), concrete saw operator (under 40 hp), dry pack machine, and roto-mill grounds person.

Class 3: Tunnel miner (highway work only), finishers tenders, guard rail builder, highway and median barrier installer, Earth Retention Barrier and wall and M.S.E. wall installer (including sound, retaining and crash barriers), fence erector, bottom man, powder man, wagon drill, and air track operator, curb and side rail setter's tender, diamond and core drills (per agreement between the Laborers and Operating Engineers International Union dated February 3, 1954), grade checker and certified welder.

Class 4: Asphalt raker.

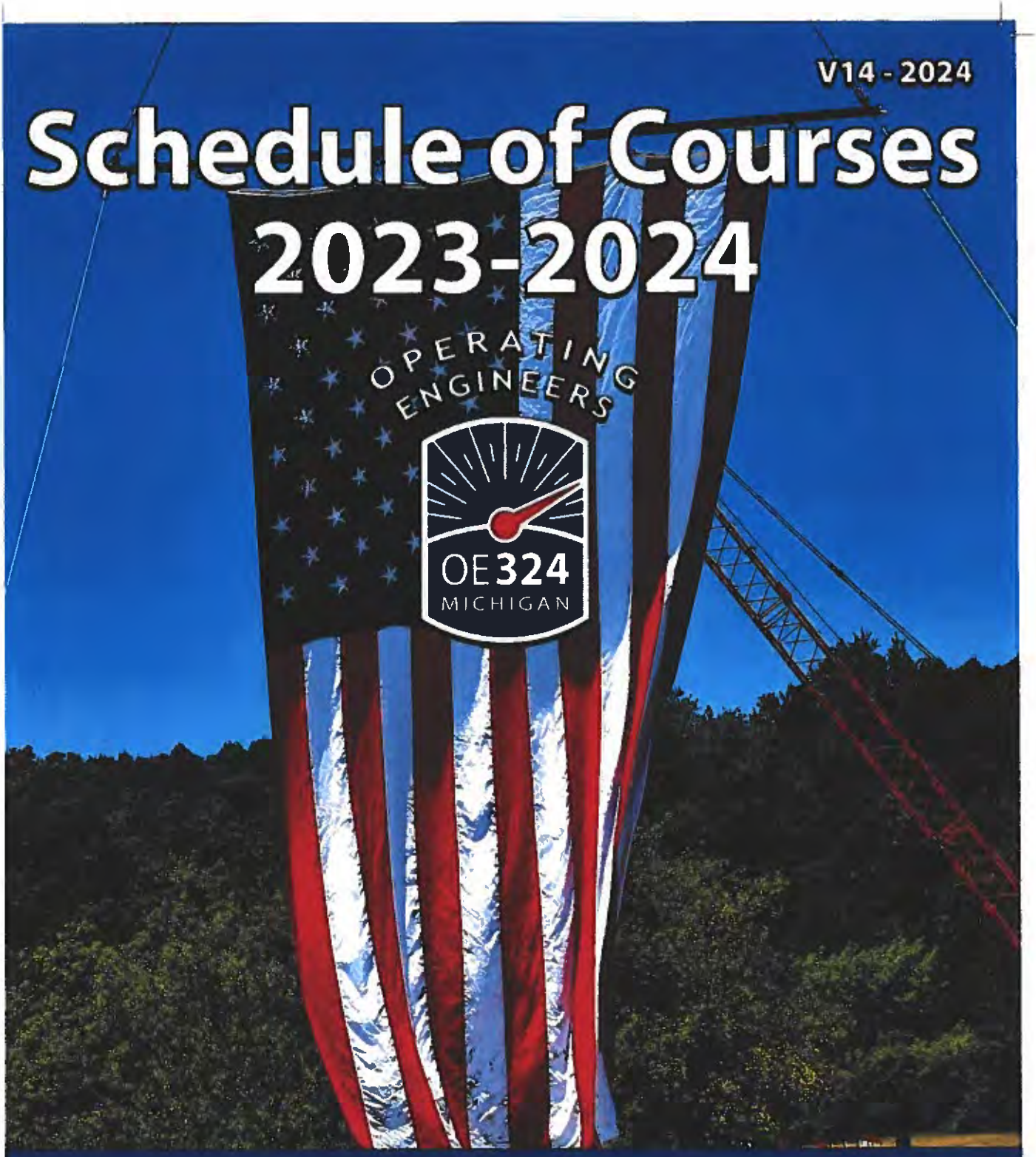
Class 5: Pipe Layers, oxy-gun.

Class 6: Line-Form setter for curb or pavement, and asphalt screed checker/screw man on asphalt paving machines.

Class 7: Concrete Specialist - The Classification of Concrete Specialist shall include the finishing and troweling, of cast in place or precast concrete by any and all methods. Laborers who have the necessary skills to be classified as a Concrete Specialist and perform the work shall be paid the following wage and fringe benefit scale.

V14 - 2024

Schedule of Courses 2023-2024



Operating Engineers 324

Journeyman and Apprentice Training Fund, Inc.

JOURNEYMAN UPGRADE TRAINING

All members with dues paid up current are encouraged to come in and get "upgrade" training. Every year you are entitled to one week of **"PAID"** upgrade training if your dues are paid up current and you have worked for a contractor who has made contributions into the training fund on your behalf at least once in the 12 months preceding your training. Although we can only pay for one week, you are welcome and encouraged to come and use the Sam T. Hart Education Center in Howell as often as you would like.

You are encouraged to call first during the high-volume training season (October–April) as equipment and instructors may not be available for the training you desire. We request that you contact the Sam T. Hart Education Center in Howell **"in advance"** to schedule your week of Journeyman upgrade/block training. All equipment is scheduled on a first-come, first-serve basis, so register early.

As the Apprentices have to meet their annual training requirements, as well as their graduation requirements, the Sam T. Hart Education Center in Howell is dedicated to the Apprentices for "upgrade training" on equipment during the months of December and January. However, **you may feel free to schedule any 40-hour "specialty classes" offered during this time.** We look forward to seeing you out back on equipment when we re-open for Journeymen on **February 5, 2024**.

Crane Upgrade Training – prior to getting on cranes, you must have attended a Basic Crane Class, or be currently working in the crane industry and have obtained approval from our Crane Instructors.

INSTRUCTORS	EXT.
CDL	
Brent Bisonet	#1747
Mike Love	#1705
Drew Musson	
Civil Instructors	
Jeremy Beard	
Tim Butcher (Foreman)	#1726
Len Casteel	#1712
Shaun Miller	
Lionel Olson	#1724
Pat Zinser (Appr Coord)	#1704
Crane & Hoisting & Forklift	
Jonathan Areseneault	#1708
Craig Bowman	#1736
Dylan Olson	#1732
Brad Ryznar (Appr Coord)	#1709
James Sasser	#1725
Troy Weir	
Safety & Health	
Leonard Casteel	#1712
Krystle Schnell	#1682
Technician/Mechanic	
Ben Frasier	#1739
Dennis Stuhr	#1720
Tim Villareal (Appr Coord)	#1723
Steve Williams	#1717

Equipment offered for upgrade training is as follows:

Backhoes
Cat 420D
Case 580M
John Deere 310SLHL
Cat 420F2

Cranes
Broderson IC200-2C
Broderson IC2003H
Grove 90T Truck Crane
Grove RT760 RTC
Linkbelt 298 Lattice Boom w/Luffer
Grove GRT-655
Linkbelt 8028 RTC
Linkbelt LS78 Clamshell
Linkbelt LS78 Dragline
Manitowoc 2900T Truck Crane
Manitowoc III Crawler
Philadelphia Tram Rail Overhead
Potain MDT 159 Tower
R.O. Stinger 16 Ton Boom Truck
Spyder Crane (2)
Manitowoc 3900 B Crawler Crane
Broderson IC803F
Terex RT450
Manitex 30 Ton Boom Truck

Dozers
Cat D4GXL
Cat D4GXL GPS
Cat D5K2L GPS
Cat D6H
Cat D6RXW
(2) Cat D7
Cat D9G

End Dumps
Cat D300B
Volvo A25G
Volvo A25C

Excavators
CAT 329EL GPS
Cat 320D GPS
John Deere 210GLC (2)
Cat 315CL
Cat 320DL w/Thumb
Cat 320D Next Gen.
Volvo ECR50F

Forklifts
Cat TH63
Cat T125D
Skytrack 6042
Hyster H60

Graders
Cat 140G
Cat 120G
Cat 12m3
Champion 710A

Loaders
Cat 938K
Cat 950F II
Cat 950G
Cat 950M

Rollers
Cat CP563
Sheepsfoot
Rexnord 848 Smooth Drum

Scrapers
Cat 613
(2) Cat 621
Cat 621E

Skidsteers
Cat 289D
Bobcat T590
Takeuchi TL12V2

Support Equipment
Oshkosh Water Truck

Other Equipment
Vermeer D24x30 Directional Drill
John Deere 9220 Articulating Tractor w/Roller Blade
Cat 571 Side Boom
(2) Freightliner Truck (CDL)
(4) International 8600 Truck
John Deere 5083E

REMEMBER: Equipment is scheduled on a first-come, first-serve basis.

BE PREPARED FOR THE JOBSITE

There are many upgrades, qualifications and certifications offered at the OE 324 Sam T. Hart Education Center to make sure you are the best prepared and are meeting the requirements for the jobsite. Below are lists of classes, qualifications and certifications available to Journeymen:

CIVIL

- Commercial Driver's License (CDL)
- Dozer – Basic
- Dozer – Advanced
- Excavator – Basic
- Excavator – Advanced
- Forklift Certification of Training
- Forklift Recertification of Training
- Gas Pipeline Distribution
- GPS / Grade Control Systems
- Basic Grade (Stakes) Familiarization
- Grader – Basic
- Grader – Advanced
- Hazmat Training
- Horizontal Directional Drill
- Hydro – Excavation
- Loader Skid – End Dump
- Mine Safety
- OSHA 10
- OSHA 30
- Paving
- Scraper
- Rubber Tire Backhoe

CRANE

- Basic Forklift 40-Hr
- Commercial Driver's License (CDL)
- Crane Assembly / Disassembly
- Crane – Basic
- Crane – Overhead (24-Hr)
- Crane – Rigging/ Signalperson
- Crane I
- Crane II
- Crane – Spyder Crane (16-Hr)
- Crane – Tower (40-Hr)
- Forklift Certification of Training
- Forklift Recertification of Training
- Luffing Jib Attachment
- Mine Safety
- NCCCO Mobile Crane Certification
  - Lattice Boom Crawler
  - Lattice Boom Truck
  - Large (Swing Cab) Telescopic
  - Small (Fixed Cab) Telescopic
- NCCCO Overhead Crane Certification
- NCCCO Rigger Certification
- NCCCO Signalperson Certification
- NCCCO Tower Crane Certification
- OSHA 10
- OSHA 30

MUST SAFETY TRAINING

Requires that organized Tradesmen and Tradeswomen pass all of the 18 safety awareness training modules.

The Safety Awareness Training Modules Include:

- Aerial Lifts
- Concrete and Masonry
- Confined Space Hazards
- Construction Worker Orientation (OSHA)
- Crane Safety
- Electrical Safety/Lockout-Tagout
- Fall Protection
- Fire Protection and Prevention
- Hand and Power Tool Safety
- Hazard Communication
- Health Hazards in Construction
- Ladder Safety
- Materials Handling
- Personal Protective Equipment
- Rigging
- Scaffolding
- Trenching and Excavation
- Welding

Signatory contractors that plan to work on projects for such owners as GM, Ford Motor Company, Chrysler Corporation and DTE Energy must ensure that all Local 324 members are in compliance with the MUST Safety Program Training. The JATF will pay the testing fee for members who are in good standing and are not employed by a contractor who contributes to the MUST drug and testing pool. Each test segment takes approximately 25-45 minutes and can be taken on any computer with a DSL or cable-modem internet hookup. Before testing, you must call the Sam T. Hart Education Center in Howell to get "activated" to test. If you do not have a computer available, you can use a friend's computer, or go to the library or you are welcome to use our computers here at the Sam T. Hart Education Center in Howell.

Training and testing will also be available to members from 7:30 am to 4:00 pm, Monday through Friday at the office in Bloomfield Township. Please contact Joe Schippa to schedule testing time in Grand Rapids. Computers at all sites will be assigned on a first-come, first-serve basis, and a sign-up sheet will be available.

For more information, visit: *www.mustonline.org*

SPECIALIZED CLASSES

IMPORTANT RECERTIFICATION INFORMATION: If you do not receive a recertification notice within 30 days of your expiration date, please contact the Sam T. Hart Education Center in Howell.

ASBESTOS - CONTRACTOR/SUPERVISOR INITIAL (40-HR)

Dates: As Interest Demands

State and federal laws (OSHA, EPA and DOT) require the use of accredited Contractor/Supervisors for all asbestos removal projects in schools, and public and commercial buildings. If you wish to attend this 40 hour class, please select the provider that is closest to your home using the following link:

https://w2.lara.state.mi.us/AsbestosProgram/Provider/Provider-Search

This will bring you to a page to select which provider you would prefer. Simply click on the drop down menu for the "Training Course Type" box and select "Contractor Supervisor Initial." This will bring up a list of providers with their location and phone number.

Once you have spoken with the provider to determine the date, cost and location of the Asbestos Contractor/Supervisor Training, contact us (888-256-9610) with the pertinent details. We'll work on this end to secure course arrangements on your behalf.

COMMERCIAL DRIVER'S LICENSE (CDL)

When You Are Ready For The Road Test Examination

A truck and trailer are available for road tests for any member of Local 324 in good standing.

How to schedule your CDL:

1. Take and pass your written test through the Secretary of State.
2. Call our office to get scheduled.

Your CDL road test will consist of:

- Inspection
- Skills test
- Road test
- Process paperwork

Please bring the following current paperwork with you to the road test:

1. Drivers license with picture photo
2. Temporary Instruction Permit
3. Union Card

CDL - ADVANCED (24-HR)

Dates: As Interest Demands

Pre-Requisite: Possess a CDL Class A with Trailer

This 24-hour course consists of all things safety with respect to load securement, loading and unloading and heavy-haul.

Objectives of this course include the following:

- Safety with loads
- Standards for tie-downs

This class consists of:

- 8 Hours Lecture
- 16 Hours Lab
- 24 Hours Total Instruction

CONCRETE SAWING (24-HR)

Dates: As Interest Demands

The 3-day class will instruct our members on basic concrete sawing techniques. You will receive safety and technical knowledge and put it to practical use during the class.

Objectives of this course include the following:

- Safe operation of a concrete saw

This class consists of:

- 16 Hours Lecture
- 8 Hours Lab
- 24 Hours Total Instruction

CONFINED SPACE AWARENESS (24-HR)

Dates: As Interest Demands

This course is designed for anyone required to enter into confined spaces. Course covers OSHA standards, the importance of confined space entry safety and the consequences that can occur if precise practices and procedures are not followed, proper use of ventilation, the principles of atmospheric monitoring, permits required, identifying hazards involved and how to eliminate and control them, proper use of the protective and emergency equipment required, responsibilities of entrant and attendant and basic rescue techniques.

Objectives of this course include the following:

- Introduce students to complications of Confined Space Rescue

This class consists of:

- 16 Hours Lecture
- 8 Hours Lab
- 24 Hours Total Instruction

IF YOU ARE NEW TO CRANES...

If you are new to cranes or have limited experience in the crane industry and are not sure where to begin, a Basic Crane Class and a Rigging/Signalperson Class is the recommended place to start. These two classes, combined with additional practice, training and job site experience will help put you on the correct path to becoming a safe and productive Certified Crane Operator/Rigger/Signalperson.

Basic Crane Class → Rigging/Signalperson Class → Additional Hands-on Training and Job Site Experience → Attend classes specific to the designation of certification desired.

Raising Gang Joint Training

The "Raising Gang" project continues. The Operating Engineers and Iron Workers work together in this advanced 5-day training session to assemble and disassemble a 5-story steel-framed building. This training helps each trade understand the other's perspective and everyone can take the skills and communication learned into the field and work together as a cohesive group.

For the Raising Gang Class, the crane lifts the steel beams, while the Iron Workers secure them into place. The class will utilize a lattice boom crater crane with a boom/jib combination from 160' to 285'. Then the crawler crane will make lifts erecting the iron and trusses up to 13,000 pounds.

CRANE - BASIC (40-HR)

Location	Dates	Time
Howell	11/06/23 - 11/09/23	8:00 AM - 4:30 PM
Howell	12/11/23 - 12/15/23	8:00 AM - 4:30 PM
Howell	01/29/24 - 02/02/24	8:00 AM - 4:30 PM
Howell	02/26/24 - 03/01/24	8:00 AM - 4:30 PM
Howell	04/08/24 - 04/12/24	8:00 AM - 4:30 PM
Gladstone (4/10's)	01/15/24 - 01/19/24	7:00 AM - 5:30 PM

We recommend that anyone with less than 2,000 hours of crane experience start with this Basic Crane Class.

This basic class teaches our members safety and technical matters related to craning. The class is designed for Journeymen who have had limited or no crane experience and want to get a better understanding of crane operator responsibilities. Students will learn crane components, proper machine setup, load charts, range diagrams and capacities, as well as mathematics used in craning, wire rope, rigging, oiling, maintenance, hand signals, barricades, safe shut down procedure, site hazards and access, crush/pinch points, tag-out, electrical hazards and procedures. The class also describes what a load moment indicator (LMI) is, it's components and how it works. This class is highly recommended before pursuing a CCO preparation class.

Objectives of this course include the following:

- Learn to interpret load and range diagrams
- Cover OSHA Subpart CC and ASME/ANSI B30.5 standards
- Crane setup
- Daily/monthly crane inspections
- Operator's responsibilities, authority and safety
- Personnel lifting requirement and standards

This class consists of:

- 32 Hours of Lecture
- 8 Hours of Lab
- 40 Hours Total Instruction

CRANE - RIGGER/SIGNALPERSON FUNDAMENTALS (for Mobile Equipment) (16-HR)

Location	Dates	Time
Howell	01/04/24 - 01/05/24	8:00 AM - 4:30 PM
Howell	02/08/24 - 02/09/24	8:00 AM - 4:30 PM

This 2-day class is based on fundamentals of rigging and signaling for mobile equipment. Students will learn to properly identify and inspect various types of lifting slings and hardware. Proper application and basic hitches will also be covered. Next, the class will learn how to communicate and accurately signal various types of mobile equipment. Anyone involved with lifting and moving loads, or looking to become certified in rigging or signaling will benefit from this class.

Objectives of this course include the following:

- Basic OSHA and ANSI requirements
- Basic hitches and rigging techniques
- Signaling crane using OSHA guidelines
- Know OSHA approved signals for crane operations

This class consists of:

- 10 Hours Lecture
- 6 Hours Lab
- 16 Hours Total Instruction

CRANE I (40-HR)

Location	Dates	Time
Howell	11/13/23 - 11/17/23	8:00 AM - 4:30 PM
Howell	01/22/24 - 01/26/24	8:00 AM - 4:30 PM
Howell	02/26/24 - 03/01/24	8:00 AM - 4:30 PM
Howell	04/15/24 - 04/19/24	8:00 AM - 4:30 PM

This class is the next step after completing the basic crane class on your journey to becoming a crane operator. Most of this class takes place outside (please dress appropriately) starting with Instructor lead shift inspections, lift planning, crane set-up and configuration and finally lift execution. During crane operations, there are several roles that need to be identified and filled which include a Signalperson, a Rigger and a Crane Operator. The student will have multiple opportunities to engage in these roles and responsibilities of these positions to assure safe crane operations. The class finishes up with several types and sizes of cranes performing scenarios to match your abilities.

Objectives of this course include the following:

- Be able to utilize manufacturer operating manuals
- Learn how to perform a shift inspection on R.T. & Carry Deck Cranes
- Apply MIOSHA/OSHA applicable regulations
- Load chart interpretation and use
- Lift planning and proper execution
- Recognize Hazards/limitations during crane set-up
- Properly configure crane to lift plan
- Develop skills in multiple "job site" scenarios

This class consists of:

- 8 Hours Lecture
- 32 Hours Hands on Lab
- 40 Hours Total Instruction

CRANE - CCO RIGGER/SIGNALPERSON (40-HR)

Location	Dates	Time
Howell	12/04/23-12/08/23	8:00 AM - 4:30 PM
Howell	02/12/24-02/16/24	8:00 AM - 4:30 PM
Howell	03/18/24-03/22/24	8:00 AM - 4:30 PM

This 5-day class will teach the Apprentice about different types of rigging and rigging hardware, how to apply it and how different configurations affect the stress put on rigging. They will learn the ASME and OSHA "remove from service" criteria and how to inspect the rigging for damage.

The student will learn the OSHA standard hand signals and proper technique in delivering voice signals. They will learn general requirements in the OSHA standards as it pertains to signaling a crane. This class will also include hands-on training for both rigger and signalperson. On Friday, the Apprentices will take the NCCCO Rigging and Signalperson Certification Exams.

Objectives of this course include the following:

- Know proper rigging terminology
- Know how to identify and inspect a wide range of rigging
- Know how to accurately apply rigging
- Know how to direct and control crane dynamics using both hand and voice signals

This class consists of:

- 20 Hours Lecture
- 20 Hours Lab
- 40 Hours Total Instruction

CRANE II (40-HR)

Location	Dates	Time
Howell	10/02/23 - 10/06/23	8:00 AM - 4:30 PM
Howell	11/27/23 - 12/01/23	8:00 AM - 4:30 PM
Howell	02/19/24 - 02/23/24	8:00 AM - 4:30 PM
Howell	04/01/24 - 04/05/24	8:00 AM - 4:30 PM

Prerequisite::

- Have attended Basic Crane Class and have possession of at least one CCO Mobile Crane Certification
- Have obtained 500 hours of seat time in any crane here at the Sam T. Hart Education Center or on job site "after" completing the Basic Crane Class
- Know all inspection requirements
- Ability to start machine after daily crane inspection
- Have basic understanding of an LMI

The Crane II course is for an Operating Engineer who is ready to advance in both technical knowledge and operational skills of the hoisting industry. This program is designed to take a comprehensive look into the various critical lift requirements of crane operations. Students will increase their knowledge in both technical pre-lift planning and hands-on execution. The pre-lift plan segment of the class will begin with a thorough overview of state and federal regulations. Operating Engineers will be challenged to successfully execute the plan in a jobsite setting, while implementing industry-based best practice solutions. This course requires teamwork. The success of this class will depend on the candidate's willingness to work together as a crew.

Objectives of this course include the following:

- OSHA Subpart CC Regulations
- ASME B30.5 Rules and Responsibilities
- Gain technical knowledge in two crane lifts, hoisting personnel and working near electrical lines
- Load chart interpretation
- Properly complete a critical lift plan
- Thoroughly perform pre-operational inspections
- Accurately setup and configure cranes
- Successful execution of crane operations

This class consists of:

- 16 Hours Lecture
- 24 Hours Lab
- 40 Hours Total Instruction

CRANE - ASSEMBLY/DISASSEMBLY DIRECTOR TRAINING (24-HR)

Dates: As Interest Demands

Prerequisites: NCCCO Lattice Boom Certification with at Least One Recert Exam Taken and Passed

NCCCO Rigger/Signalperson Certifications

This three-day course is directed towards the Assemby/Disassembly Supervisor. The training is based on the OSHA/MIOSHA regulations for an Assembly/Disassembly Director to be both competent and qualified.

This class will have approximately one day of classroom and two days of actual field time.

Objectives of this course include the following:

- Learn/know pertinent OSHA/MIOSHA Regulations

This class consists of:

- 8 Hours Lecture
- 16 Hours Lab
- 24 Hours Total Instruction

CRANE - ASSEMBLY/ DISASSEMBLY (40-HR)

Location	Dates	Time
Howell	10/30/23 - 11/03/23	8:00 AM - 4:30 PM
Howell	01/08/24 - 01/12/24	8:00 AM - 4:30 PM
Howell	03/11/24 - 03/15/24	8:00 AM - 4:30 PM
Howell	04/22/24 - 04/26/24	8:00 AM - 4:30 PM

Prerequisites: Apprentices: Must have completed all Level I requirements
Journeymen: Must have completed Basic Crane and Rigger/Signalperson classes

This class will participate in setup and erection of multiple hydraulic cranes including boom extensions, wire rope reeving, overhaul balls and load blocks. The class will completely disassemble a lattice boom crawler crane. Students will learn how to properly load and secure crane components onto trucks for transport. After relocating, we will reassemble the crane focusing on proper erection procedures to: Extend the crawlers, raise the gantry, handle and connect boom sections and pendants, reeve load lines, terminate electrical systems and configure LMI. This class gives a comprehensive real-world experience on what is required to get a crane hook ready for work.

Objectives of this course include the following:

- Learn requirements of assembly/disassembly director per OSHA Subpart CC standards
- Review new OSHA standards for working near power lines during assembly/disassembly
- Learn crane assembly/disassembly in proper sequence per manufacturer
- Proper crane setup
- Finding center of gravity on crane components and proper rigging
- Reeve up load block
- Erect accessories (i.e., jib with offset, boom extensions, counterweights, whip line, etc.)

This class consists of:

- 8 Hours Lecture
- 32 Hours Lab
- 40 Hours Total Instruction

CRANE - OVERHEAD (24-HR)

Location	Dates	Time
Howell	11/20/23 - 11/22/23	8:00 AM - 4:30 PM
Howell	12/18/23 - 12/23/23	8:00 AM - 4:30 PM
Howell	01/03/24 - 01/05/24	8:00 AM - 4:30 PM
Howell	03/04/24 - 03/06/24	8:00 AM - 4:30 PM
Howell	03/25/24 - 03/27/24	8:00 AM - 4:30 PM
Howell	04/22/24 - 04/24/24	8:00 AM - 4:30 PM

Please note that this particular class is not affiliated with the CCO Certification. This class is intended to fulfill the technical requirements of the standard adopted by the Michigan Department of Consumer & Industry Services (the governing body of MIOSHA). The class curriculum includes MIOSHA Standard Part 18, inspection, rigging, capacities of equipment and attachments, purpose, use and limitations of controls, energizing sequences, startup and shutdown procedures, emergency procedures, general operating procedures, all basic signaling procedures (including hand, radio or telephone) and fire extinguishers.

Objectives of this course include the following:

- MIOSHA Part 18
- Crane capacities
- Proper energizing sequence
- Daily inspection needs
- Safety rules
- Operating procedures
- Controller functions

This class consists of:

- 12 Hours Lecture
- 12 Hours Lab
- 24 Hours Total Instruction

SPYDER CRANE (16-HR)

Location	Dates	Time
Howell	03/07/24 - 03/08/24	8:00 AM - 4:30 PM
Howell	04/25/24 - 04/26/24	8:00 AM - 4:30 PM

This 2-day class will instruct our members on the inspection, lift planning and on the safe operation of this mini-crawler class crane. Students will learn how to properly configure the crane according to the capacity chart for the outrigger configurations. The setup is what really makes this crane both unique and challenging with nearly 100 possible outrigger configurations and the ability to run the machine remotely. A manufacture qualification card will be provided to all students who successfully demonstrate their skills by passing the written and practical exam portion of the class.

Objectives of this course include the following:
- Safe operation of a Spyder Crane

This class consists of:
- 8 Hours Lecture
- 8 Hours Lab
- 16 Hours Total Instruction

CRANE - TOWER (40-HR)

Location	Dates	Time
Howell	04/08/24 - 04/12/24	8:00 AM - 4:30 PM

Prerequisites:
- Have attended Basic Crane Class or have possession of CCO Mobile Crane Certification
- Have obtained 500 hours of seat time in any crane

The class will provide you with the fundamental skills to operate the Tower Crane. After your first day in class reviewing the safety and technical issues, you will be spending the majority of this class learning "hands-on" with the crane.

PLEASE NOTE: You must have the agility, strength and endurance to climb up and down the Tower Crane.

Objectives of this course include the following:
- Basic OSHA and ANSI requirements
- Apply what you learn in class to rig and lift actual loads
- Personnel lifting requirements and standards
- Learn proper radio communication
- Review the new OSHA Standards for Tower Cranes and ASME/ANSI requirements

This class consists of:
- 8 Hours Lecture
- 32 Hours Lab
- 40 Hours Total Instruction

CRANE-LUFFING JIB ASSEMBLY/DISASSEMBLY (40-HR)

Location	Dates	Time
Howell	02/05/24 - 02/09/24	8:00 AM - 4:30 PM

Class Pre-requests:
- **Have a current Mobile crane certification**
- **1 year of jobsite crane operation experience**

In this class the member will be a part of the crew performing assembly/disassembly work either installing the luffing jib attachment or removing it from the luffing boom (main boom) using Manufactu er procedures and MIOSHA/OSHA guidlines for A/D scope of work.

Objectives of this course include the following:
- Load chart interpretation and use
- Gain Technical knowledge about load planning using a luffing attachment
- Use MIOSHA/OSHA regulations during crane operations
- Learning how to reference the manufacturer's manuals
- Understand the limitations of the attachment
- How to properly secure the crane at the end of shift or for inclement weather

This class consists of:
- 20 Hours Lecture
- 20 Hours Hands on Lab
- 40 Hours Total Instruction

CRANE-LUFFING JIB OPERATION (40-HR)

Location	Dates	Time
Howell	02/12/24 - 02/16/24	8:00 AM - 4:30 PM

Class Prerequisites:

- **Have a current Lattice Boom & Swing Cab ceritifcations**
- **1 year of jobsite crane operation experience**

With Luffing jibs becoming a common sight on area jobsites, this 40 hour class is intended for the student to become familiar with operations with this attachment. The class will consist of familiarization of load charts for the luffing attachment, advantages/disadvantages of configurations, limitations of this type of jib, lift planning and finally operating crane with nearly 300' of combined boom and jib.

Objectives of this course include the following:

- Load chart interpretation and use
- Gain Technical knowledge about load planning using a luffing attachment
- Complete a critical lift plan and execute with the configured crane
- Accurately operate crane to minimize unneeded movements
- Use MIOSHA/OSHA regulations during crane operations
- Learning how to reference the manufacturer's manuals
- Understand the limitations of the attachment
- How to properly secure the crane at the end of shift or for inclement weather

This class consists of:

- 20 Hours Lecture
- 20 Hours Hands on Lab
- 40 Hours Total Instruction

CRANE FUNDAMENTALS & STANDARDS (40-HR)

MOBILE, OVERHEAD & TOWER REFRESHER/ EXAM PREP CLASSES

Location	Dates	Time
Howell	01/22/24 - 01/26/24	8:00 AM - 4:30 PM
Howell	03/04/24 - 03/08/24	8:00 AM - 4:30 PM
Howell	05/13/24 - 05/17/24	8:00 AM - 4:30 PM

Please Note: The intial CCO Exam refresher schedule is as follows; Mon-Wed (24 Hr), Thursday (OVR/TWR), Friday (Exam)

RIGGING & SIGNALPERSON EXAM DATES

Location	Dates	Time
Howell	11/06/23	8:00 AM - 4:30 PM
Howell	12/08/23	8:00 AM - 4:30 PM
Howell	02/16/24	8:00 AM - 4:30 PM
Howell	03/22/24	8:00 AM - 4:30 PM

CERTIFIED CRANE OPERATOR (CCO) ONLINE TESTING

As of January 1, 2024, N.C.C.C.O. will no longer be providing paper/pencil written exams as they are moving into the digital age of testing. There will be (3) different options offered for online testing:

EOT (Event Online Testing)

Event online Testing allows candidates to take CCO written exams at a physical test site (Howell Training Center) in coordination with a Test Site Coordinator. The exams will be taken on a computer that is provided by the test site. Once the application is submitted and CCO approves the application, you will receive a scheduling email within (2) business days that includes an authorization code. You will need to contact the Test Site Coordinator (Elizabeth Rzepka @ ext. 1701) after receiving your scheduling email to schedule your exam(s) and provide the authorization code(s).

OPT (Online Proctored Testing)

Online Proctored Testing allows a candidate to take CCO written exams from home or anywhere 24/7/365 – as long as it's a quiet room with 4 walls! Candidates must use their own computer and the computer must meet certain technical requirements. Once the application is submitted and CCO approves the application, you will receive a scheduling email within (2) business days. To make sure that your computer meets minimum technical requirements, please visit **www.NCCCO.org. Note: Chromebooks are not permitted for OPT.**

CBT (Computer-Based Testing)

Computer-Based Testing allows candidates to take CCO written exam on a computer provided by PSI at a dedicated PSI test center. There are hundreds of available test centers in the US and Canada. Once the application is submitted and CCO approves the application, you will receive a scheduling email form PSI within two business days. **Note: Once you sign up for CBT, if you decide to switch to a different testing modality, you will incur additional fees.**

Experience

CCO Exams are designed for operators who are trained and who currently work in crane operation. Experience is defined as: operating, maintenance, inspection or training.

Program Description

The National Commission for the Certification of Crane Operators (CCO) is an independent, non-profit organization formed to establish and administer a nationwide program of certification for crane operators. The purpose of CCO is to set standards for measuring the knowledge and proficiency required for the safe operation of cranes. Based on extensive discussions with representatives from all segments of business and industry who recognize the impact of construction safety issues, CCO has identified the following potential benefits of operator certification:

- Fewer accidents, injuries and fatalities
- Assurance of operator's abilities
- Less property damage
- Improved safety records
- Enhanced public image of crane operators

PRACTICAL EXAMINATION

Mobile, Overhead and Tower

After you have taken and passed the Written Exam, you must take the Practical Exam in order to obtain your Certification. The Practical Exam Specialties correspond to the Written Exam Specialties. Contact Elizabeth by email at CCO@iuoe324.org or call 517-546-9610 ext. 1701 to recieve the instructions to apply for a practical exam(s).

Once your application is recieved, we will schedule you for the next available exam date, which will most likely be several weeks from the date of submission. Due to the unavailability of the cranes during the winter training season, as well as the weather conditions, no Practical Exams are scheduled. Exams generally run May through December.

Please note: CCO does not take our shortened Practical Exam season into consideration when granting extensions. They feel you still have ample time in which to obtain your Practical Exams. Due to the high volume of applicants and the limited number of exam dates, once you have been notified of your scheduled exam date, we will not have the flexibility to change your date.

CCO will notify you of the results of the Practical Exam within three weeks. If you have passed, you will receive your Certification Card directly thereafter.

Rigging and Signalperson

The Rigging and Signalperson Examination process is slightly different from the other CCO Examinations. The Practical Examination may or may not be held on the same day as the Written Examination.

Certification Eligibility Requirements
The eligibility requirements include the following:

- Pass Written Exam(s)
- Pass Practical Exam(s) - Candidates must pass the Practical Exam within 12 months of passing the Written Exam

IMPORTANT RECERTIFICATION INFORMATION: If you do not receive a recertification notice within 12 months of your expiration date, please contact the Sam T. Hart Education Center in Howell.

DISASTER SITE WORKER (16-HR)

Dates: As Interest Demands

Prerequisite: OSHA-10 Hour or 30 Hour

This DSW 7600 Disaster Site Worker course gives the basic knowledge needed to respond to terrorist acts or natural disasters. This course focuses on understanding and recognizing hazards associated with working at disaster sites, becoming familiar with the Incident Command Structure, and the proper use of hazard controls, including personal protection equipment.

Objectives of this course include the following:

- Prepare member to assist at disaster sites
- Hazard recognition

This class consists of:

- 16 Hours Lecture
- 0 Hours Lab
- 16 Hours Total Instruction

DOZER - BASIC (40-HR)

Location	Dates	Time
Howell	10/09/23 - 10/13/23*	8:00 AM - 4:30 PM
Howell	10/16/23 - 10/20/23*	8:00 AM - 4:30 PM
Howell	10/23/23 - 10/27/23*	8:00 AM - 4:30 PM
Howell	11/06/23 - 11/10/23*	8:00 AM - 4:30 PM
Howell	11/27/23 - 12/01/23*	8:00 AM - 4:30 PM
Howell	12/04/23 - 12/08/23*	8:00 AM - 4:30 PM
Howell	01/08/24 - 01/12/24*	8:00 AM - 4:30 PM
Howell	01/15/24 - 01/20/24*	8:00 AM - 4:30 PM
Howell	01/29/24 - 02/02/24*	8:00 AM - 4:30 PM
Howell	02/19/24 - 02/23/24*	8:00 AM - 4:30 PM
Howell	02/12/24 - 02/16/24	8:00 AM - 4:30 PM
Howell	02/26/24 - 03/01/24*	8:00 AM - 4:30 PM
Howell	03/04/24 - 03/08/24*	8:00 AM - 4:30 PM
Howell	04/15/24 - 04/19/24*	8:00 AM - 4:30 PM
Howell	04/22/24 - 04/26/24*	8:00 AM - 4:30 PM
Howell	05/06/24 - 05/10/24	8:00 AM - 4:30 PM

***Apprentices Only**

This class instructs our members on basic grade techniques. The classroom portion of the class will involve learning the basic principles of dozing, maintenance, and machine walk-around. You will take that knowledge and put it to use in a practical setting. A variety of scenarios will test your skills in basic dozer work.

Objectives of this course include the following:

- Safety standards for dozers
- Learn basic dozer techniques

This class consists of:

- 8 Hours Lecture
- 32 Hours Lab
- 40 Hours Total Instruction

DOZER - ADVANCED (40-HR)

Dates: As Interest Demands

This class is for the experienced operator or member who has completed the 40-Hour Basic Class and has good working knowledge of the machine. No Exceptions.

This class is for the experienced dozer operator. The classroom portion of the class will involve lectures and videos on the more advanced techniques of finish dozer work, such as sloping, gravel spreading, curb grading and ditching. Field work will involve finish grading projects, such as grading a parking lot, as well as cutting, filling, sloping, etc.

Objectives of this course include the following:

- Learn how to grade to finish grade (for example: parking lots)

This class consists of:

- 8 Hours Lecture
- 32 Hours Lab
- 40 Hours Total Instruction

DRONE/SMALL UNMANNED AIRCRAFT SYSTEMS (24-HR)

Location	Dates	Time
Howell	10/30/23 - 11/01/23	8:00 AM - 4:30 PM

This course will describe the specific rules to allow the safe operation of Small Unmanned Aircraft Systems (sUAS) in the National Airspace System (NAS) specified in Title 14 of the Code of Federal Regulations (14CFR) Part 107. Discussions on forces on an aircraft in flight, principles of aerodynamics, three axis of motion, and fixed and rotor wing flight. Discussions in preparation for the FAA Aeronautical Knowledge Exam for an FAA Remote Pilot Certificate. Hands-on drone/sUAS flight and data collection will be included.

Objectives of this course include the following:

- Aviation Weather
- Airport Operations

This class consists of:

- 24 Hours - Introduction to sUAS Regulatory FAA Regulations

DRONE/sUAS PRACTICAL APPLICATIONS (24-HR)

Location	Dates	Time
Howell	03/18/24 - 03/20/24	8:00 AM - 4:30 PM

Prerequisite: Must have passed the initial FAA Aeronautical Knowledge Exam and hold a current Remote Pilot Certificate.

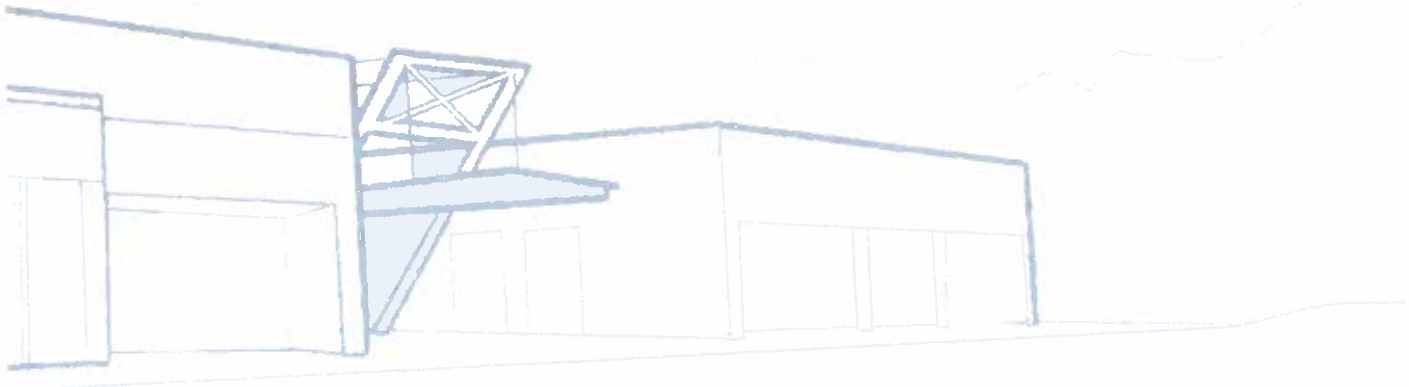
This course will incorporate practical flight applications for the use of Small Unmanned Aircraft in construction project planning, site progress tracking, equipment and material monitoring and efficient safety inspections using captured hi-resolution photo data from student performed hands-on practical flights at the training center.

Objectives of this course include the following:

- Flight planning
- Pre-operational inspection
- Flight control characteristics
- Hands-on practical flights
- Flight parameter limitations
- Emergency procedures
- Performance flight times and wireless transmission
- Manufacturer recommended service and maintenance

This class consists of:

- 8 Hours Lecture
- 16 Hours Lab
- 24 Hours Total Instruction



EXCAVATOR - BASIC (40-HR)

Location	Dates	Time
Howell	10/09/23 - 10/13/23*	8:00 AM - 4:30 PM
Howell	10/16/23 - 10/20/23*	8:00 AM - 4:30 PM
Howell	10/23/23 - 10/27/23*	8:00 AM - 4:30 PM
Howell	10/30/23 - 11/03/23*	8:00 AM - 4:30 PM
Howell	11/06/23 - 11/10/23*	8:00 AM - 4:30 PM
Howell	11/27/23 - 12/01/23*	8:00 AM - 4:30 PM
Howell	12/04/23 - 12/08/23*	8:00 AM - 4:30 PM
Howell	01/08/24 - 01/12/24*	8:00 AM - 4:30 PM
Howell	01/15/24 - 01/20/24*	8:00 AM - 4:30 PM
Howell	01/29/24 - 02/02/24*	8:00 AM - 4:30 PM
Howell	02/12/24 - 02/16/24	8:00 AM - 4:30 PM
Howell	02/19/24 - 02/23/24*	8:00 AM - 4:30 PM
Howell	02/26/24 - 03/01/24*	8:00 AM - 4:30 PM
Howell	03/04/24 - 03/08/24*	8:00 AM - 4:30 PM
Howell	04/15/24 - 04/19/24*	8:00 AM - 4:30 PM
Howell	04/22/24 - 04/26/24*	8:00 AM - 4:30 PM
Howell	05/06/24 - 05/10/24	8:00 AM - 4:30 PM

***Apprentices Only**

This class is designed for those members who have never worked with an excavator before. The class will cover safety issues and help the beginning excavator operator understand the basic concepts.

Objectives of this course include the following:

- Learn to safely and effectively use the excavator

This class consists of:

- 8 Hours Lecture
- 32 Hours Lab
- 40 Hours Total Instruction

EXCAVATOR - ADVANCED (40-HR)

Dates: As Interest Demands

This class is for the experienced operator or member who has completed the 40-Hour Basic Class and has good working knowledge of the machine. No Exceptions.

This class is designed for the Operating Engineer who currently has experience operating an excavator. This course will cover OSHA Standards, as well as hands-on training for proper trenching techniques, installation of protective systems – trench box, digging footings, sub-grades, working slopes with a ditching bucket and laying pipe.

Objectives of this course include the following:

- Learn to safely and effectively use the excavator

This class consists of:

- 8 Hours Lecture
- 32 Hours Lab
- 40 Hours Total Instruction

FIRST AID/CPR/AED INITIAL

Location	Dates	Time
Howell	10/19/2023	8:00 AM - 4:30 PM
Howell	11/29/2023	8:00 AM - 4:30 PM
Howell	01/03/2024	8:00 AM - 4:30 PM
Howell	03/06/2024	8:00 AM - 4:30 PM
Howell	04/03/2024	8:00 AM - 4:30 PM
Howell	05/08/2024	8:00 AM - 4:30 PM

The Initial First Aid/CPR/AED class is offered to you and your family, at no expense. **An annual refresher is required for this course, which is also at no expense and available to spouses or family members.**

Mine Safety Workers: Any person who is attending the 24-hour Mine Safety class will receive the Initial First Aid/CPR/AED training within that class along with refreshers.

Objectives of this course include the following:

- Learn required information and techniques to obtain First Aid/CPR/AED certification card

This class consists of:

- 8 Hours Lecture
- 0 Hours Lab
- 8 Hours Total Instruction

FORKLIFT Certification of Training - TECHNICAL (4-HR) AND PRACTICAL (1-HR)

IMPORTANT RECERTIFICATION INFORMATION: If you do not receive a recertification notice within 30 days of your expiration date, please contact the Sam T. Hart Education Center in Howell.

Location	Dates	Time
Howell	09/12/23	8:00 AM - 12:00 PM
Howell	10/10/23	8:00 AM - 12:00 PM
Howell	11/14/23	8:00 AM - 12:00 PM
Howell	12/12/23	8:00 AM - 12:00 PM
Howell	01/09/24	8:00 AM - 12:00 PM
Gladstone	01/11/24	8:00 AM - 12:00 PM
Howell	02/13/24	8:00 AM - 12:00 PM
Howell	03/12/24	8:00 AM - 12:00 PM
Howell	04/09/24	8:00 AM - 12:00 PM
Howell	05/14/24	8:00 AM - 12:00 PM

Current MIOSHA rules require that employers make sure that only trained and authorized operators shall be permitted to operate a powered industrial truck. This includes both industrial and rough terrain type models. Class will include discussion on various forklifts and will evaluate your knowledge of the Part 21 Standard. **This session is not intended to be a training course.** Technical Class will run 8:00 am to 12:00 pm, and Practical Class will follow immediately thereafter. Please Note: Proper PPE (hardhat and hi-vis) is required for practical testing.

Objectives of this course include the following:

- Give understanding of forklift operation, safety and inspection
- Covers OSHA Standard 1910.178 and ASME/ANSI Standards
- Fuel/propane handling and storage
- Prove ability to properly inspect a forklift
- Be able to maneuver a forklift with a load through obstacles proficiently

This class consists of:

- 4 Hours Lecture
- 1 Hour Lab
- 5 Hours Total Instruction

FORKLIFT RECERTIFICATION (2-HR)

Please Note: You will no longer be automatically scheduled into a recertification class. When you receive your reminder notice via mail please call and schedule a recertification date. These classes are held monthly and on an as-needed basis. Failure to recertify will require that you take both the Technical and Practical portion of the certification process again.

For your ease and convenience, we will be holding "regional" Forklift Recertification Classes on an annual basis (in addition to the regularly scheduled recertification classes at the Sam T. Hart Education Center in Howell). Please call to register for a class before your expiration date.

Objectives of this course include the following:
- Give understanding of forklift operation, safety and inspection
- Covers OSHA Standard 1910.178 and ASME/ANSI Standards
- Fuel/propane handling and storage

This class consists of:
- 2 Hours Lecture
- 0 Hours Lab
- 2 Hours Total Instruction

Northern Lower Peninsula	Grand Rapids	Gladstone
Ramada Hotel 2650 I-75 Bus. Loop Grayling, MI	Western Michigan Construction Career Center 900 40th St. SE, Grand Rapids, MI	Northern Michigan Construction Training Center 802 Clark Drive, Gladstone, MI

FORKLIFT - BASIC 40-HR

Class Code	Location	Dates Time
Howell	11/27/23 - 12/01/23	8:00 AM - 4:30 PM
Howell	02/19/24 - 02/23/24	8:00 AM - 4:30 PM

As the demand for skilled forklift operators increases, this class is the starting point to successfully filling these seats. In this 40 hour class the student will gain the technical knowledge needed for the safe operation of both Rough Terrain Forklifts and Industrial Forklifts while having the opportunity to develop skills with hands on training. The week will wrap up with a written and practical evaluation to get the Certificate of Training required by the contractors.

Objectives of this course include the following:
- Be able to utilize manufacturer operating manuals
- Learn how to perfrom a shift inspection on R.T. & Ind. Forklifts
- Understand MIOSHA/OSHA applicable regulaions
- Load chart/Capacity interpretation and use
- Lift planning and proper execution
- Develop operating skills in multiple "job site" scenarios
- Become familiar with the limitations of each type of forklift

This class consists of:
- 8 Hours Lecture
- 32 Hour Lab
- 40 Hours Total Instruction

DISTRIBUTION (80-HR)

Location	Dates	Time
Howell	03/11/24 - 03/22/24	8:00 AM - 4:30 PM
Howell	04/01/24 - 04/12/24	8:00 AM - 4:30 PM

This 80-hour course includes detailed theoretical and practical instruction on equipment maintenance; machine operation, controls and operating techniques for rubber-tire backhoes, small excavators, trenchers and small sidebooms. Also included: MIOSHA and General Industry Standards, Protection of Underground Facilities, Michigan Public Act 53, Part 9, Excavation Trenching and Shoring Principles, Part 10, and Operation of Lifting and Digging Equipment.

The portion of this class will be covering joint training with Welders executing actual on-the-job scenarios.

Objectives of this course include the following:
- Learn various soil qualities
- How to dig straight and flat-bottom ditches
- How to dig sidebends, sags and overbends
- How to slope
- How to dig up and hand-dig for utilities
- How to install gas mains properly

This class consists of:
- 16 Hours Lecture
- 64 Hours Lab
- 80 Hours Total Instruction

Machine Grade Control (MGC) - Topcon & Trimble

Type	Location	Dates	Time
MGC - TopCon	Howell	10/02/23 - 10/06/23	8:00 AM - 4:30 PM
MGC - TopCon (4/10's)	Howell	12/18/23 - 12/21/23	7:00 AM - 5:30 PM
MGC - TopCon	Howell	03/18/24 - 03/22/24	7:00 AM - 5:30 PM
MGC - TopCon	Howell	04/01/24 - 04/05/24	8:00 AM - 4:30 PM
MGC - Trimble	Howell	10/30/23 - 11/03/23	8:00 AM - 4:30 PM
MGC - Trimble	Howell	11/13/23 - 11/17/23	8:00 AM - 4:30 PM
MGC - Trimble	Howell	12/11/23 - 12/15/23	8:00 AM - 4:30 PM
MGC - Trimble (4/10's)	Howell	03/25/24 - 03/28/24	7:00 AM - 5:30 PM

This 40-hour course includes the 3-day Grad Control System Technology Class. In this class, you will spend most of your time on the equipment utilizing the Trimble and/or TopCon Grade Control Systems. This technology is used for roadwork, earthwork and utility location. Instruction will include offsetting grade horizontally and vertically from surfaces. You will also create fundamental designs using the control box, as well as recording data for office use.

Objectives of this course include the following:

- Grade control system setup
- Practical use of the system
- Machine diagnostics
- Restore settings using USB drive
- Productive workflows using GNSS

This class consists of:

- 10 Hours Lecture
- 30 Hours Lab
- 40 Hours Total Instruction

Prerequisite: **1000 Hours of seat time on civil equipment.**

TopCon – Recommended for members that want to further their knowledge on control systems. The TopCon 3D-MC2 and TopCon 3D-Max class will help to prepare members for the future of semi-automated machine control operation.

Trimble – We will be lecturing on Trimble grade control systems. We will instruct our members in the use of this innovative technology. Grade control systems are used for roadwork, earthwork and utility location.

GPS Rover (Data Collector)(40-HR)

Type	Location	Dates	Time
Rover Trimble	Howell	10/9/23-10/13/23	8:00AM-4:30PM
Rover TopCon	Howell	11/27/23-12/1/23	8:00AM-4:30PM
Rover Trimble	Howell	1/29/24-2/2/24	8:00AM-4:30PM
Rover TopCon	Howell	2/19/24-2/23/24	8:00AM-4:30PM
Rover Trimble	Howell	3/4/24-3/8/24	8:00AM-4:30PM
Rover TopCon	Howell	4/15/24-4/19/24	8:00AM-4:30PM

Prerequisite: **1000 Hours of seat time on civil equipment.**

In this course, we will train exclusively on the corresponding TopCon or Trimble equipped rovers. Training will revolve around the data collector and the different ways to lay out projects and record data. The TopCon course will utilize TopCon 3-D Office. The Trimble course will utilize Trimble Office Synchronizer and SCS Report Utility.

Objectives of this course include the following:

- Rover use in data collection

This class consists of:

- 8 Hours Lecture
- 32 Hours Lab
- 40 Hours Total Instruction

GRADER - BASIC (40-HR)

Location	Dates	Time
Howell	04/01/24 - 04/05/24	8:00 AM - 4:30 PM
Howell	04/08/24 - 04/12/24	8:00 AM - 4:30 PM

This 40-hour class is for the Journeyman or Apprentice with no prior grading experience. This class will help the beginning Grader Operator understand the basic concepts of sloping, crowning a road and ditching. A substantial portion of the class will take place outside grading small road projects, ditching and cutting slopes.

Objectives of this course include the following:

- Basic grade stake reading
- How to apply stakes to grade checking
- Building crown roadways
- Cutting ditches
- Safety standards for graders

This class consists of:

- 8 Hours Lecture
- 32 Hours Lab
- 40 Hours Total Instruction

BASIC GRADE (STAKES) FAMILIARIZATION (40-HR)

Location	Dates	Time
Howell	10/16/23 - 10/20/23	8:00 AM - 4:30 PM
Howell	11/06/23 - 11/10/23	8:00 AM - 4:30 PM
Howell	12/04/23 - 12/08/23	8:00 AM - 4:30 PM
Howell	12/11/23 - 12/15/23	8:00 AM - 4:30 PM
Howell	01/08/24 - 01/12/24	8:00 AM - 4:30 PM
Howell	01/22/24 - 01/26/24	8:00 AM - 4:30 PM
Howell	02/05/24 - 02/09/24	8:00 AM - 4:30 PM
Howell	02/26/24 - 03/01/24	8:00 AM - 4:30 PM
Howell	03/11/24 - 03/15/24	8:00 AM - 4:30 PM
Howell	03/18/24 - 03/22/24	8:00 AM - 4:30 PM
Howell	04/08/24 - 04/12/24	8:00 AM - 4:30 PM
Howell	04/22/24 - 04/26/24	8:00 AM - 4:30 PM

This 40-hour Grade Program is vital to all those who work heavy highway and site development construction projects. The course was specifically designed to compliment the Understanding of Grade Stakes, principles of math techniques, familiarization with rover/data collector, and responsibilities of the grade operator.

Objectives of this course include the following:

- Introduction to grade technology
- Introduction to instrumentation including math and responsibilities associated with grade checking

This class consists of:

- 24 Hours Lecture
- 16 Hours Lab
- 40 Hours Total Instruction

GRADER - ADVANCED (40-HR)

Dates: As Interest Demands

This class is for the experienced operator or member who has completed the 40-Hour Basic Grader Class and has good working knowledge of grades and stakes. No Exceptions.

Objectives of this course include the following:

- Learn calibration and setup of GPS/Grade Control Systems
- Learn one or more of the advanced techniques
- Checking your own grade

This class consists of:

- 8 Hours Lecture
- 32 Hours Lab
- 40 Hours Total Instruction

Advanced grader training will focus on training the "finish" grader operator.

This class will concentrate on advanced grader techniques and can be customized for your special needs to make you a better finish grader operator. Some of the areas you may wish to choose from include advanced finish grading with grade stakes, cutting curbs with string line, material spreading, advanced ditching with flat bottoms, cross grading large areas such as a parking lots or football fields, cutting subgrades with scraper, or work on cul-de-sacs, roadway approaches and side-saddle blade offsets. Also, learn GPS.

HAZWOPER TRAINING PROGRAM (40-HR)

IMPORTANT RECERTIFICATION INFORMATION: If you do not receive a recertification notice within 30 days of your expiration date, please contact the Sam T. Hart Education Center in Howell. If you missed your recertification, you must contact the Sam T. Hart Education Center to get back on our list for recertification with us.

Location	Dates	Time
Grand Rapids	12/11/23 - 12/15/23	8:00 AM - 4:30 PM
Howell	02/12/24 - 02/16/24	8:00 AM - 4:30 PM
Howell	03/11/24 - 03/15/24	8:00 AM - 4:30 PM

Successful completion of this course certifies students in accordance with Federal OSHA 29 CFR 1910.120 and complies with MIOSHA R325.52101 Part 432 Hazardous Waste Operations and Emergency Response. To accomplish this, a combination of both hands-on and classroom time is mandatory. Students will be provided a comprehensive understanding of the risks posed by Hazmat work and knowledge of the safety measures that must be in use as a prerequisite for the worker entering a Hazmat site.

Objectives of this course include the following:

- To raise awareness of hazardous waste by introducing the federal and state laws
- To aid in comprehension of safely working with hazardous waste by conducting assorted hands-on and practical exercises
- To give the students a fundamental knowledge of all four levels of protection in use on a Hazmat job
- To train the students on the employer/employee responsibilities on a Hazmat job

This class consists of:

- 30 Hours Lecture
- 10 Hours Lab
- 40 Hours Total Instruction

HORIZONTAL DIRECTIONAL DRILL (80-HOUR)

Location	Dates	Time
Howell	10/23/23 - 11/03/23	8:00 AM - 4:30 PM
Howell	11/06/23 - 11/17/23	8:00 AM - 4:30 PM
Howell	11/27/23 - 12/08/23	8:00 AM - 4:30 PM
Howell	03/11/24 - 03/22/24	8:00 AM - 4:30 PM
Howell	04/01/24 - 04/12/24	8:00 AM - 4:30 PM

This 80-hour Horizontal Directional Drill (HDD) class prepares our members for the "Trenchless Technology" that uses horizontal boring machines for utility, pipeline and environmental cleanup work traditionally done with an excavator. The course will include instruction in the principles of directional drilling, drilling fluids, pre-planning and setup, along with hands-on instruction on a directional boring machine and locating devices. The directional boring operator shares all duties with a small crew and these duties range from aboveground locating to various physical tasks to maintain, transport and operate the machine.

Objectives of this course include the following:

- Learn safe operation
- Learn all various application of Horizontal Directional Drill
- Learn how to use F-5 locator
- Learn HDD terminology and vocabulary
- Learn Miss Dig law

This class consists of:

- 20 Hours Lecture
- 60 Hours Lab
- 80 Hours Total Instruction

HYDRO EXCAVATION (16-HR)

Local 324 is currently seeing an increase in demand for Operating Engineers qualified to operate this type of equipment throughout our state. Local governments, as well as pipeline and oil, gas and chemical industries see hydro-excavation as the most effective way to protect their infrastructure, the public and the environment from the possibility of a catastrophic failure due to a utility strike.

These courses are offered in Crosby, Texas at the International Training Facility. Please visit **IUOE.org** and click on 'Training' to find course schedules and registration details.



HYDRO TESTING (8-HR)

Hydrostatic testing has long been used to determine and verify integrity. Several types of information can be obtained through this verification process. Hydrostatic testing requirements and restrictions for hazardous pipelines are specified in 49 CFR 195 Subpart E and Natural Gas 49 CFR 192 Subpart 3.

These courses are offered in Crosby, Texas at the International Training Facility. Please visit **IUOE.org** and click on 'Training' to find course schedules and registration details.

LABOR EDUCATION (24-HOUR)

Location	Dates	Time
Virtual	10/16/23 - 10/20/23	12:00 PM - 4:30 PM
Howell	11/27/23 - 11/29/23	8:00 PM - 4:30 PM
Howell	12/18/23 - 12/20/23	8:00 AM - 4:30 PM
Virtual	01/15/24 - 01/19/24	12:00 PM - 4:30 PM
Virtual	02/05/24 - 02/09/24	12:00 PM - 4:30 PM
Virtual	02/26/24 - 03/01/24	12:00 PM - 4:30 PM
Virtual	03/18/24 - 03/22/24	12:00 PM - 4:30 PM

Labor Education is a three-day orientation class into the world of organized labor. This course covers the history of organized labor, as well as some of the more current issues that our organizations are facing. Topics specific to the International Union of Operating Engineers and Local 324 will also be covered in depth such as our constitution, bylaws, organizational structure and politics. New members as well as seasoned journeymen are all welcome and encouraged to attend.

Objectives of this course include the following:

- Gain knowledge of early labor organizations and labor leaders
- Learn about the working relationship between associations that Local 324 interfaces with and their history

This class consists of:

- 24 Hours Lecture
- 0 Hours Lab
- 24 Hours Total Instruction

TRACTOR LOADER BACKHOE (40-HOUR)

Location	Dates	Time
Howell	11/13/23 - 11/17/23	8:00 AM - 4:30 PM
Howell	04/15/24 - 04/19/24	8:00 AM - 4:00 PM

In this class, you will learn basic operating techniques for the Tractor Loader Backhoe. This includes the walk around inspection, fluid checks, and knowing the control functions. The Tractor Loader Backhoe bucket has many uses on the job, i.e. grading, leveling, moving material, and loading. In this class you will also cover proper setup, working around utilities, and digging trenches.

Objectives of this course include the following:

- Safety Standards for TLB's
- Basic Loader Techniques

This class consists of:

- 16 Hours Lecture
- 24 Hours Lab
- 40 Hours Total Instruction

LOADER (40-HR)

Class Code	Location	Dates Time
Howell	10/16/23 - 10/20/23*	8:00 AM - 4:30 PM
Howell	10/23/23 - 10/27/23*	8:00 AM - 4:30 PM
Howell	11/06/23 - 11/10/23*	8:00 AM - 4:30 PM
Howell	11/27/23 - 12/01/23*	8:00 AM - 4:30 PM
Howell	12/04/23 - 12/08/23*	8:00 AM - 4:30 PM
Howell	01/08/24 - 01/12/24*	8:00 AM - 4:30 PM
Howell	01/15/24 - 01/20/24*	8:00 AM - 4:30 PM
Howell	01/29/24 - 02/02/24*	8:00 AM - 4:30 PM
Howell	02/12/24 - 02/16/24	8:00 AM - 4:30 PM
Howell	02/19/24 - 02/23/24*	8:00 AM - 4:30 PM
Howell	02/26/24 - 03/01/24*	8:00 AM - 4:30 PM
Howell	03/04/24 - 03/08/24*	8:00 AM - 4:30 PM
Howell	04/15/24 - 04/19/24*	8:00 AM - 4:30 PM
Howell	04/22/24 - 04/26/24*	8:00 AM - 4:30 PM
Howell	05/06/24 - 05/10/24	8:00 AM - 4:30 PM

***Apprentices Only**

This 40-hour beginner class has been designed for the Journeyman or Apprentice who has little or no experience operating a loader, mini truck loader, skidsteer, and Articulating dump truck. This class will cover safety issues and help the member understand the basic concepts of all four machines.

Objectives of this course include the following:

- Introduction to the safe operation of the loader

This class consists of:

- 8 Hours Lecture
- 32 Hours Lab
- 40 Hours Total Instruction

MINE SAFETY (24-HR)

IMPORTANT RECERTIFICATION INFORMATION: If you do not receive a recertification notice within 30 days of your expiration date, please contact the Sam T. Hart Education Center to get scheduled. If you missed your recertification, you must contact the Sam T. Hart Education Center to get back on our list to recertify with us.

Class Code	Location	Dates Time
Howell	12/18/23 - 12/20/23	8:00 AM - 4:30 PM
Howell	01/02/24 - 01/04/24	8:00 AM - 4:30 PM
Gladstone	01/08/24 - 01/10/24	8:00 AM - 4:30 PM
Howell	01/15/24 - 01/17/24	8:00 AM - 4:30 PM
Howell	01/29/24 - 01/31/24	8:00 AM - 4:30 PM
Howell	02/12/24 - 02/14/24	8:00 AM - 4:30 PM
Howell	02/26/24 - 02/28/24	8:00 AM - 4:30 PM
Howell	03/25/24 - 03/27/24	8:00 AM - 4:30 PM

MINE SAFETY (24-HR) Cont.

The Mine Safety and Health Administration (MSHA) states all miners must be trained before starting work at mine sites. There are two basic mine types.

Part 48 Mine - Metal, non-metal, underground - Before starting work at a Part 48 mine, a miner must complete 24 hours of new miner training. Upon completion of Part 48, you will automatically be certified to work under **Part 46 Mine - Sand, gravel, crushed stone, shell dredging, surface clay, phosphate or surface limestone mines.**

This class requires 8 hours of First Aid/CPR/AED training, administered through the Training and Education Center.

Objectives of this course include the following:

- Introduction to the statutory rights of miners and their representatives under the Act
- Authority and responsibility of supervisors
- Self-rescue and respiratory devices
- Transportation controls and communication systems
- Introduction to the work environment
- Escape and emergency evacuation plans, firewarning and firefighting
- Ground control, working in areas of highwalls, water hazards, pits and spoil banks, illumination and night work
- Study hazard recognition, electrical hazards, first aid and explosives
- Health and safety aspects of the tasks to which the new miner will be assigned
- Such other courses as may be required by the District Manager based on circumstances and conditions at the mine

This class consists of:

- 24 Hours Lecture
- 0 Hours Lab
- 24 Hours Total Instruction

OSHA 10-HOUR CONSTRUCTION

As Interest Demands

This 10-hour construction OSHA program is intended to provide instruction on construction industry safety and health topics and to introduce participants to the OSHA Safety Standards. Upon completion of the 10-hour course, participants will receive credentials directly from OSHA. This safety and health training is becoming a requirement for work on projects by many contractors or their customers. This OSHA class is a 2-day course. Upon completion, this course will provide an update of 9 of the 18 MUST modules and will extend your expiration date for those modules out 4 years from the date of class completion. **(General Industry OSHA 10 is also available.)**

In the event you cannot attend one of our scheduled classes, you now have the option of taking the course online. It will still take you 10-hours to complete. Please note that we **require you to use the online program that is linked with the "MUSTonline.org."** You must pay the required fee of $59 for OSHA 10-Hour. Print out your payment receipt and mail in a copy to us with a copy of the "yellow" certification card that will be sent to you in the mail after completing the course. We can then reimburse you.

Objectives of this course include the following:

- Introduction to OSHA
- OSHA Focus Four Hazards – including: Fall Protection, Electrical, Struck By, Caught In/Between
- Personal Protection and Lifesaving Equipment
- Health Hazards in Construction – including: Hazard Communication and Silica
- Electives: Materials Handling, Storage, Use and Disposal; Tools – Hand and Power; Scaffolds; Cranes, Derricks, Hoists, Elevators, and Conveyors; Excavations; Stairways and Ladders

This class consists of:

- 10 Hours Lecture
- 0 Hours Lab
- 10 Hours Total Instruction

OSHA 30-HOUR CONSTRUCTION

Location	Dates	Time
Grand Rapids	12/18/23 - 12/21/23	7:30 AM - 4:30 PM
Howell	01/15/24 - 01/18/24	7:30 AM - 4:30 PM
Gladstone	01/29/24 - 02/01/24	7:30 AM - 4:30 PM
Howell	03/18/24 - 03/21/24	7:30 AM - 4:30 PM

This course covers thirty (30) hours (four days) of training to recieve the OSHA 30-Hour Construction Industry course completion card. The course is comprised of several sections and covers topics pertaining to regulations covered by Standard 29 CFR 1926. The successful completion of this course will help meet the Construction Industry Standards established by OSHA. Upon completion, this course will provide an update of all 18 MUST modules and will extend your expiration date out 4 years from the date of class completion.

Please double-check your calendar prior to scheduling this class to be sure you can be in attendance for the full 30-hours.

(General Industry OSHA 30 also available)

In the event you cannot attend one of our scheduled classes, you now have the option of taking the course online. It will still take you 30-hours to complete. Please see next page for step-by-step instructions.

Objectives of this course include the following:

- Introduction to OSHA
- OSHA Focus Four Hazards – including: Fall Protection, Electrical, Struck By, Caught In/Between
- Personal Protective and Lifesaving Equipment
- Health Hazards in Construction – including: Hazard Communication and Silica
- Stairways and Ladders

Electives (as follows):

- Fire Protection and Prevention
- Materials Handling, Storage, Use and Disposal
- Tools – Hand and Power
- Welding and Cutting
- Scaffolds
- Cranes, Derricks, Hoists, Elevators, and Conveyors
- Confined Space
- Concrete and Masonry Construction
- Steel Erection
- Safety and Health Program
- Excavation
- Powered Industrial Vehicles
- Ergonomics
- Motor Vehicles, Mechanized Equipment and Marine Operations; Rollover Protective Structures and Overhead Protection; and Signs, Signals and Barricades

This class consists of:

- 30 Hours Lecture
- 0 Hours Lab
- 30 Hours Total Instruction

MUST OSHA 30

This OSHA 30 class will be the equivalent of the class taken at the Training Center. Upon completion you must submit your receipt and Certificate of Completion to the Sam T. Hart Education Center to get reimbursed and class credit. You may send this via mail or email.

Instructions:

Step #1: Log on to the MUST web page. **www.mustbsafe.com**

1. Username is full social security number (no spaces or dashes).
2. Password is the first 4 digits of social security number.

Step #2: Scroll to bottom of page and click "Online OSHA 10/30". Click "ok" when it asks to redirect you off site.

Step #3: Once the new page is open, on the left-hand side near the bottom click "OSHA 10/30 Programs"

Step #4: The screen will change, look to the far right of screen to find "OSHA 30: Construction Industry Outreach Training" and now click "add to cart". When the box pops up you will then click on "view cart". Once you are viewing your cart you will click on "secure checkout".

Step #5: You must now create an individual MUST account by clicking on "Create an individual account"

1. Accept the terms and conditions.
2. Fill in billing information section.
3. Fill in account information.

Step #6: You may now enter your discount code using the code IUOE152023. The total should adjust to $135.15.

1. Now finish filling out credit card information.
2. Print receipt and save PDF for future documentation.
3. Follow prompts to access training.

Step #7: You must have a receipt and a Certificate of Completion to get reimbursed the $135.15.

If you have any problems, you may contact the Operating Engineers Local 324 Sam T. Hart Education Center at 517-546-9610.

PAVING (40-HR)

Dates: As Interest Demands

This 40-hour class has been developed to teach Journeymen and Apprentices the fundamentals of paving, from operating the paver and working with the screed on grade and crowns, to operating the roller in a variety of scenarios. The majority of this class will consist of training in the field so students can get the practical "hands-on" experience on both the paving and rolling equipment.

Objectives of this course include the following:

- Introduction to safe operation of paving equipment
- Introduction to safe operation of rolling equipment

This class consists of:

- 8 Hours Lecture
- 32 Hours Lab
- 40 Hours Total Instruction

SCRAPER CLASS (40-HR)

Dates: As Interest Demands

This class is designed for the individual with no prior experience operating a scraper. It will help the Journeyman or Apprentice understand the fundamentals. The majority of this class will have the member outside gaining practical "hands-on" experience on the machine using a variety of job-related situations.

Objectives of this course include the following:

- Introduction to safe operation of the scraper
- Orientation to working with a self-elevating scraper and push cat doing a combination of cuts, fills and finish grading

This class consists of:

- 2 Hours Lecture
- 38 Hours Lab
- 40 Hours Total Instruction

SUPERVISOR/FOREMAN (40-HR)

Location	Dates	Time
Howell	03/11/24 - 03/15/24	8:00 AM - 4:30 PM

Pre-Requisites: All MUST Safety Modules

This class has been developed to provide seasoned members with the knowledge and training they need to become a team leader on the job site. The class provides training in job safety, scheduling, dispute resolution, daily reporting documentation and blueprint reading with detail sheets. There will also be extensive work with math formulas, estimating and job costing. Then we will put your knowledge to the test in a real life, hands-on scenario as you work up a project layout. The last portion of the class will involve role-playing with various site scenarios that a project supervisor/foreman should know how to deal with in an effective and efficient manner.

Objectives of this course include the following:

- Preparation team leader role

This class consists of:

- 20 Hours Lecture
- 20 Hours Lab
- 40 Hours Total Instruction

BASIC WELDING 1 - SMAW (40-HR / 48-HR)

Location	Dates	Time
Howell	10/23/23 - 10/27/23	8:00 AM - 4:30 PM
Howell	01/08/24 - 01/12/24**	8:00 AM - 4:30 PM
Howell	01/16/24 - 02/22/24*	6:00 PM - 10:30 PM
Howell	04/15/24 - 04/19/24**	8:00 AM - 4:30 PM
Howell	05/06/24 - 05/10/24	8:00 AM - 4:30 PM
Howell	06/03/24 - 06/07/24	8:00 AM - 4:30 PM
Howell	06/17/24 - 06/24/24**	8:00 AM - 4:30 PM

*Tuesday and Thursday evenings for six weeks.
**Technician Apprentices only.

This is a beginning theory and practice course designed to instruct welders in welding safety, welding techniques utilizing Shielded Metal Arc Welding (SMAW), and cutting torch systems. Practice will consist of these methods of joining steel in the flat, horizontal, vertical, and overhead positions. Each student receives individual time with the instructor and progresses at their own skill rate. The curriculum covered in the classroom will consist of covering safety, welding, and cutting theory.

NOTE: This welding course encompasses skill levels from little or no experience to advanced welding techniques. It is for members who want to learn a new skill or enhance their current skill level.

Class Requirements - Be sure to wear "cotton" work clothes and work boots. Welding helmets are supplied.

Objectives of this course include the following:

- Introduction to safe setup and proper use of oxyacetylene and plasma cutting and SMAW welding

Daytime class consists of:

- 10 Hours Lecture
- 30 Hours Lab
- 40 Hours Total Instruction

Evening class consists of:

(Six weeks on Tuesday and Thursday 6:00 - 10:00 pm)

- 10 Hours Lecture
- 38 Hours Lab
- 48 Hours Total Instruction

BASIC WELDING 2 - GMAW (40-HR)

Location	Dates	Time
Howell	11/13/23 - 11/17/23**	8:00 AM - 4:30 PM
Howell	12/11/23 - 12/15/23	8:00 AM - 4:30 PM
Howell	01/22/24 - 01/26/24**	8:00 AM - 4:30 PM
Howell	04/22/24 - 04/26/24	8:00 AM - 4:30 PM
Howell	05/20/24 - 05/24/24	8:00 AM - 4:30 PM
Howell	07/08/24 - 07/12/24	8:00 AM - 4:30 PM

**Tech apprentices only

This is a beginning theory and practice course designed to instruct welders in welding safety, welding techniques utilizing Gas Metal Arc Welding (GMAW) and plasma cutting. Practice will consist of these methods of joining steel in the flat, horizontal, vertical, and overhead positions. Each student receives individual time with the instructor and progresses at their own skill rate. The curriculum covered in the classroom will consist of covering safety, welding, and cutting theory.

NOTE: This welding course encompasses skill levels from little or no experience to advanced welding techniques. It is for members who want to learn a new skill or enhance their current skill level.

Class Requirements - Be sure to wear "cotton" work clothes and work boots. Welding helmets are supplied.

Objectives of this course include the following:

- Introduction to safe setup and proper use of GMAW arc welding

This class consists of:

- 10 Hours Lecture
- 30 Hours Lab
- 40 Hours Total Instruction

BASIC WELDING 3 - SMAW/GMAW (40-HR)

Dates: As Interest Demands

**Tech apprentices only

This course provides training to develop skills necessary to produce quality multi-pass groove welds in the flat, horizontal, vertical, and overhead positions using SMAW and GMAW. Welding related information is also provided on hard surfacing, repair of cast iron and metal identification. The art of Air Carbon Arc Cutting will be introduced. The curriculum covered in the classroom will consist of covering safety, welding, and cutting theory.

The basic welding class or equivalent experience is a pre-requisite for the advanced welding class.

Class Requirements - Be sure to wear "cotton" work clothes and work boots. Welding helmets are supplied.

Prerequisite: Basic Welding I & Basic Weldig II must be taken prior to this class

Objectives of this course include the following:

- Introduction to advanced welding techniques and positions

This class consists of:

- 10 Hours Lecture
- 30 Hours Lab
- 40 Hours Total Instruction

APPRENTICES

Responsibilities of Apprentices

The Local Joint Apprenticeship Committee should impress upon indentured Apprentices that in signing the Apprenticeship Agreement, they have voluntarily agreed to abide by provisions of the local standards. Apprentices should be informed of the following responsibilities and obligations:

- To perform diligently and faithfully the work of the trade and other pertinent duties as assigned by the employer in accordance with the provisions of the standards
- To respect and protect the property and equipment of the contractor and abide by the working rules and regulations of the contractor and the JATF
- To attend regularly and complete satisfactorily the required hours of related school instruction
- To maintain such records of work experience and related school instruction as required by the JATF
- To develop safe working habits and conduct himself/herself in such a manner as to assure his/her own safety and the safety of his/her fellow workers
- To satisfactorily work for the contractor to whom assigned to the completion of his/her Apprenticeship, based on the Collective Bargaining Agreements, unless his/her Apprenticeship Agreement is terminated by the JATF
- To conduct himself/herself in a credible, ethical, and moral manner, realizing that much time, money and effort is expended to afford him/her an opportunity to become a skilled craftsperson
- To abide by all policies and procedures of the JATF

Any Apprentice staying at the hotel during training will be required to attend all night classes offered at the Sam T. Hart Education Center in Howell.

Block Training Exceptions: If you are employed during your scheduled Block Training, you must have your employer send a letter to the Sam T. Hart Education Center in Howell stating that you are currently working. If you are unemployed and feel you have a legitimate reason why you cannot attend, you must write a letter to the Board of Trustees for review. Mr. Haberkorn or Mr. Zinser will contact you for further discussion. If you do not notify us, you could be put on suspended status. If we have not received notice by the next Board Meeting, your Apprenticeship Agreement may be terminated for non-participation.

KEEP YOUR RECORDS CURRENT

NOTIFY THE APPRENTICESHIP OFFICE WITHIN 24 HRS:

- Change of address (also notify Local 324's Main Office)
- Change or addition of phone (home, cell, etc.) (also notify Local 324's Main Office)
- Change of e-mail address
- Change of contractor
- Laid-off - Call Apprentice Coordinator (and call every 30 days thereafter.)

Please be advised that monthly logbook hours are an important interim record used by the Apprenticeship office. Accordingly, the Administrative and Deportment Subcommittee has authorized the penalty of **deferred wage increases** and other such disciplinary action as necessary to assure that these records are received. **You should submit your monthly hours using the "Busy Busy App" by the 10th day of the following month, whether you are working or not. When entering or sending in the monthly hours with zero (0) hours of work, indicate the date you were laid off.**

Annual Apprentice Meeting

You will soon be mailed the date of your Annual Apprentice-Meeting at Operating Engineers Local 324 Sam T. Hart Education Center or the Northern Michigan Construction Career Center.

Apprentices traveling from outside of the 100-mile radius may stay at the hotel. Please contact the Sam T. Hart Education Center in Howell to determine if you qualify for a room.

Failure to attend this meeting could jeopardize your Apprenticeship.

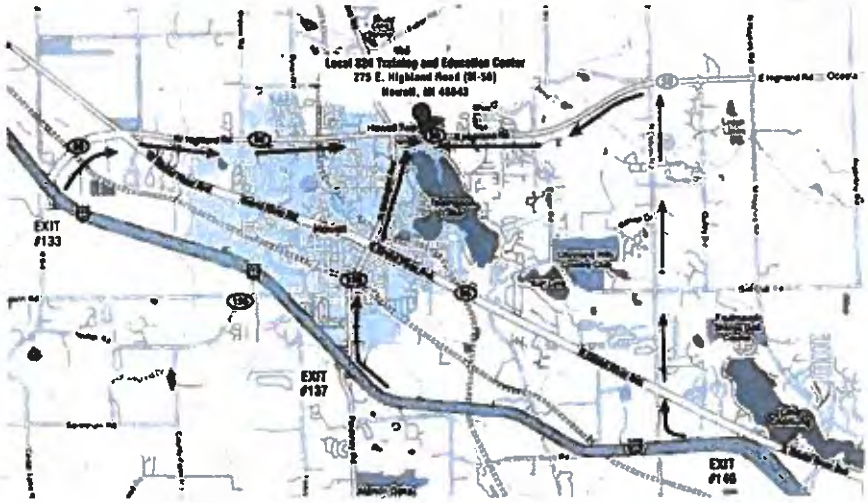
REMEMBER: YOU MUST REPORT EVERY 15 DAYS TO STAY CURRENT ON THE OUT-OF-WORK LIST.

DIRECTIONS TO:

Operating Engineers Local 324

Sam T. Hart Education Center

275 E. Highland Road (M-59) Howell, Michigan 48843



From Detroit Area: I-96 to Exit 137 (Pinckney Road/D-19)

Go North on Pinckney Road/D-19 (turns into Michigan Avenue at Mason Road) to the 6th traffic light, turn right (east) on Highland Road (M-59), go approximately 1,000 feet and turn left into parking lot.

From Lansing Area (West): I-96 East to Exit 133 (M-59).

Go East on M-59 (Highland Road) for approximately 4 miles, just past Michigan Avenue, go approximately 1,000 feet and turn left into parking lot.

From Pontiac Area (East): Take M-59 West

The Training and Education Center is approximately 8 miles west of the M-59 and U.S. 23 junction, located just before Michigan Avenue on the right/north side of the road.

From Flint Area (North): U.S. 23 South to Exit 67 (M-59).

Turn right (west) and go approximately 8 miles to the Training and Education Center, located just before Michigan Avenue, on the right/north side of the road.

DIRECTIONS TO:

Gladstone Training Center

802 Clark Drive Gladstone, MI 49837



Take Highway 2 to Gladstone, turn west on M-35 and go approximately 2 miles, turn right on Clark Drive and go approximately 2 blocks. The Training Center is on the right side.

24.

Barker Weber
INSURANCE AGENCY, INC.

December 18, 2023

Bailey Excavating, Inc.
1073 Toro Dr.
Jackson, MI 49201

RE: Workers Compensation – Experience Modification Rating Factor History

Dear Rhonda,

Thank you for your inquiry regarding your Workers Compensation Experience Rating Modification history. The following were developed for each rating year:

Rating Period Dates	Company	Modification Factor
06/01/2023-2024	Accident Fund Insurance Company	1.00
06/01/2022-2023	Accident Fund Insurance Company	1.00
06/01/2021-2022	Accident Fund Insurance Company	1.27

Please let us know if you have ay questions.

Sincerely,

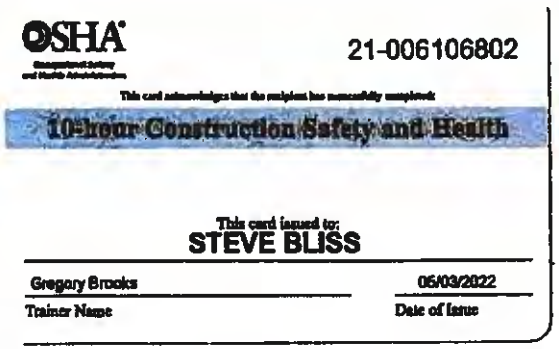
Eric K. Jenks

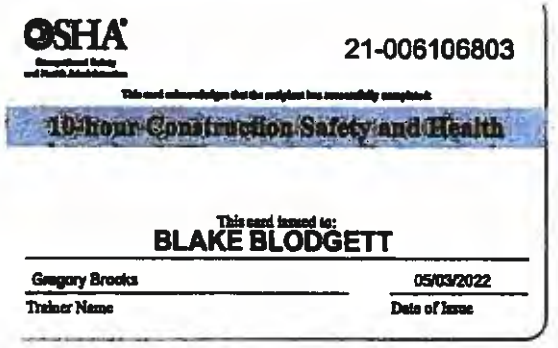
Eric K. Jenks for:
Steve Lefere

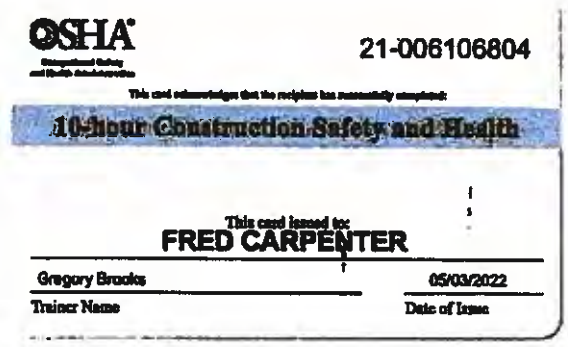
Enclosure

2501 Spring Arbor Rd. • PO Box 985 • Jackson, MI 49204 • www.barkerweberinsurance.com
office 517.783.2608 • **tollfree** 800.878.7283 • **fax** 517.783.4674

25

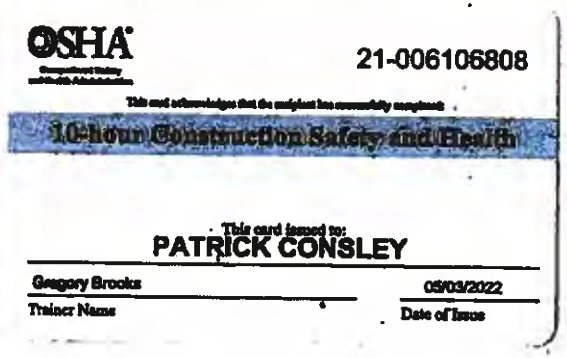

OSHA
21-006106802
This card acknowledges that the recipient has successfully completed:
10-hour Construction Safety and Health
This card issued to:
STEVE BLISS
Gregory Brooks
Trainer Name
05/03/2022
Date of Issue

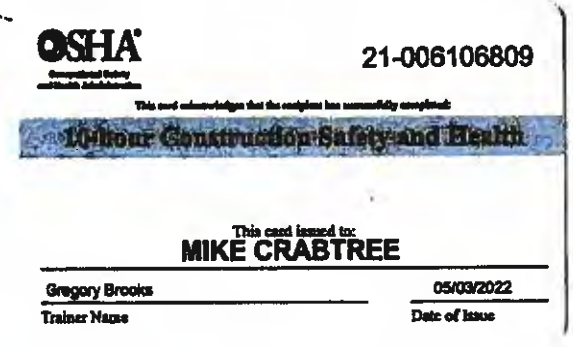

OSHA
21-006106803
This card acknowledges that the recipient has successfully completed:
10-hour Construction Safety and Health
This card issued to:
BLAKE BLODGETT
Gregory Brooks
Trainer Name
05/03/2022
Date of Issue

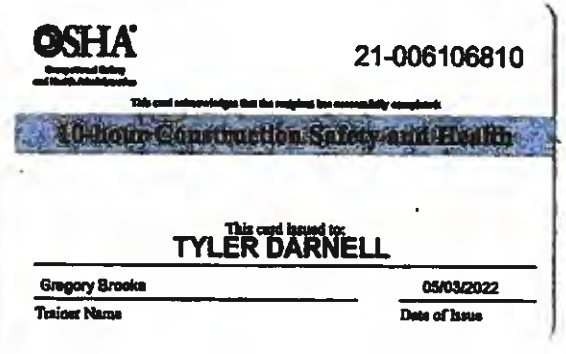

OSHA
21-006106804
This card acknowledges that the recipient has successfully completed:
10-hour Construction Safety and Health
This card issued to:
FRED CARPENTER
Gregory Brooks
Trainer Name
05/03/2022
Date of Issue

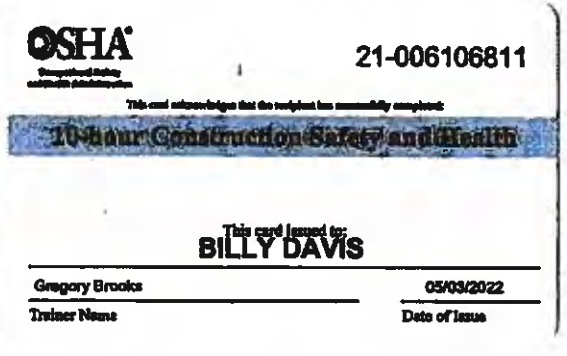

OSHA
21-006106805
This card acknowledges that the recipient has successfully completed:
10-hour Construction Safety and Health
This card issued to:
FRED CARPENTER II
Gregory Brooks
Trainer Name
05/03/2022
Date of Issue


OSHA
21-006106806
This card acknowledges that the recipient has successfully completed:
10-hour Construction Safety and Health
This card issued to:
KEGAN COCHRANE
Gregory Brooks
Trainer Name
05/03/2022
Date of Issue


OSHA
21-006106808
This card acknowledges that the recipient has successfully completed:
10-hour Construction Safety and Health
This card issued to:
PATRICK CONSLEY
Gregory Brooks
Trainer Name
05/03/2022
Date of Issue


OSHA
21-006106809
This card acknowledges that the recipient has successfully completed:
10-hour Construction Safety and Health
This card issued to:
MIKE CRABTREE
Gregory Brooks
Trainer Name
05/03/2022
Date of Issue


OSHA
21-006106810
This card acknowledges that the recipient has successfully completed:
10-hour Construction Safety and Health
This card issued to:
TYLER DARNELL
Gregory Brooks
Trainer Name
05/03/2022
Date of Issue


OSHA
21-006106811
This card acknowledges that the recipient has successfully completed:
10-hour Construction Safety and Health
This card issued to:
BILLY DAVIS
Gregory Brooks
Trainer Name
05/03/2022
Date of Issue

OSHA

21-006106812

This card acknowledges that the recipient has successfully completed:

10-hour Construction Safety and Health

This card issued to:
CHRIS EUBANKS

Gregory Brooks — Trainer Name

05/03/2022 — Date of Issue

OSHA

21-006106813

This card acknowledges that the recipient has successfully completed:

10-hour Construction Safety and Health

This card issued to:
MIKE HAVENS

Gregory Brooks — Trainer Name

05/03/2022 — Date of Issue

OSHA

21-006106814

This card acknowledges that the recipient has successfully completed:

10-hour Construction Safety and Health

This card issued to:
HUNTER HUGHES

Gregory Brooks — Trainer Name

05/03/2022 — Date of Issue

OSHA

21-006106815

This card acknowledges that the recipient has successfully completed:

10-hour Construction Safety and Health

This card issued to:
JOE IRISH

Gregory Brooks — Trainer Name

05/03/2022 — Date of Issue

OSHA

21-006106816

This card acknowledges that the recipient has successfully completed:

10-hour Construction Safety and Health

This card issued to:
MARK IRVING

Gregory Brooks — Trainer Name

05/03/2022 — Date of Issue

OSHA

21-006106817

This card acknowledges that the recipient has successfully completed:

10-hour Construction Safety and Health

This card issued to:
RYAN JOHNSON

Gregory Brooks — Trainer Name

05/03/2022 — Date of Issue

OSHA

21-006106818

This card acknowledges that the recipient has successfully completed:

10-hour Construction Safety and Health

This card issued to:
YENQUIER JORGE

Gregory Brooks — Trainer Name

05/03/2022 — Date of Issue

OSHA

21-006106819

This card acknowledges that the recipient has successfully completed:

10-hour Construction Safety and Health

This card issued to:
JOEY KEMPLIN

Gregory Brooks — Trainer Name

05/03/2022 — Date of Issue

OSHA

21-006106801

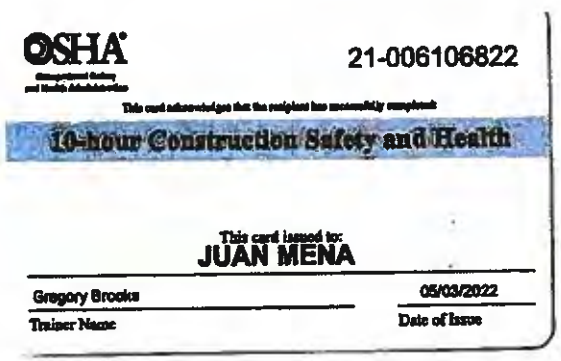
This card acknowledges that the recipient has successfully completed:

10-hour Construction Safety and Health

This card issued to:
MARK MAGNER

Gregory Brooks — Trainer Name

05/03/2022 — Date of Issue



OSHA

21-006106822

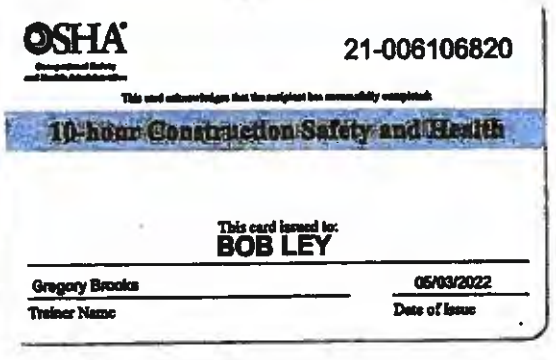
This card acknowledges that the recipient has successfully completed

10-hour Construction Safety and Health

This card issued to:
JUAN MENA

Gregory Brooks
Trainer Name

05/03/2022
Date of Issue



OSHA

21-006106820

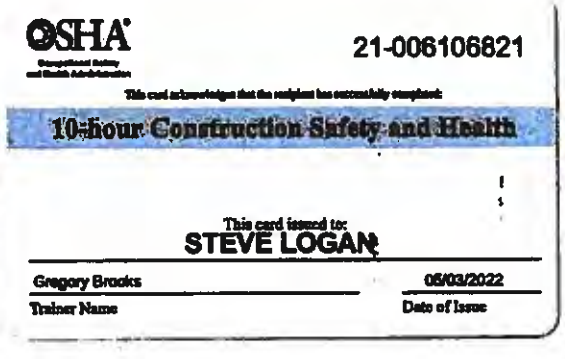
This card acknowledges that the recipient has successfully completed

10-hour Construction Safety and Health

This card issued to:
BOB LEY

Gregory Brooks
Trainer Name

05/03/2022
Date of Issue



OSHA

21-006106821

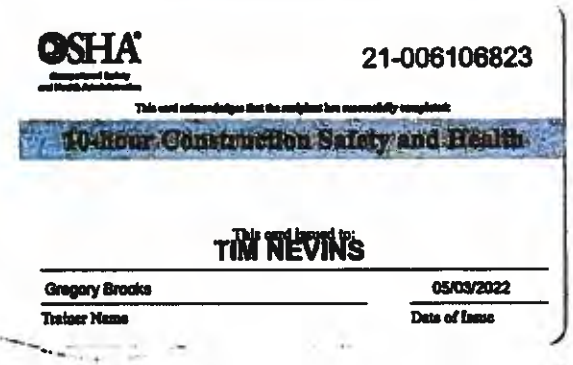
This card acknowledges that the recipient has successfully completed

10-hour Construction Safety and Health

This card issued to:
STEVE LOGAN

Gregory Brooks
Trainer Name

05/03/2022
Date of Issue



OSHA

21-006106823

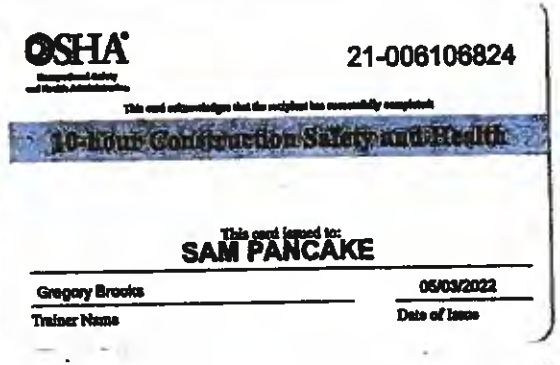
This card acknowledges that the recipient has successfully completed

10-hour Construction Safety and Health

This card issued to:
TIM NEVINS

Gregory Brooks
Trainer Name

05/03/2022
Date of Issue



OSHA

21-006106824

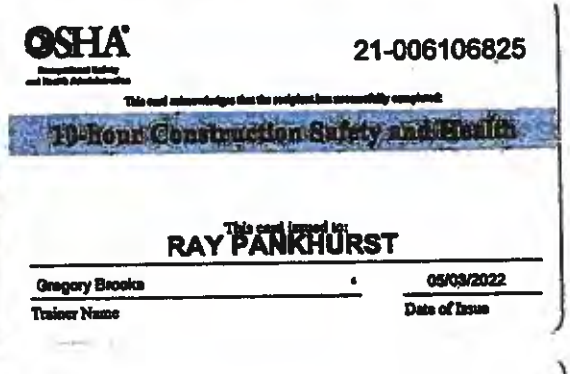
This card acknowledges that the recipient has successfully completed

10-hour Construction Safety and Health

This card issued to:
SAM PANCAKE

Gregory Brooks
Trainer Name

05/03/2022
Date of Issue



OSHA

21-006106825

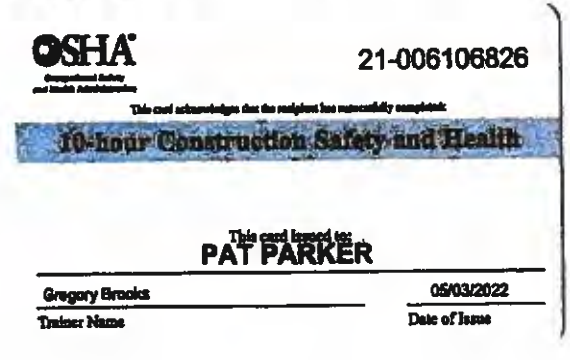
This card acknowledges that the recipient has successfully completed

10-hour Construction Safety and Health

This card issued to:
RAY PANKHURST

Gregory Brooks
Trainer Name

05/03/2022
Date of Issue



OSHA

21-006106826

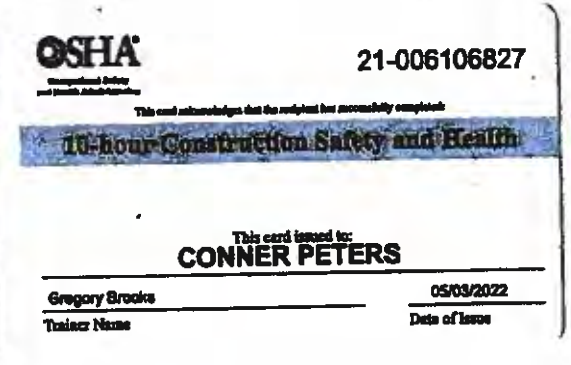
This card acknowledges that the recipient has successfully completed

10-hour Construction Safety and Health

This card issued to:
PAT PARKER

Gregory Brooks
Trainer Name

05/03/2022
Date of Issue



OSHA

21-006106827

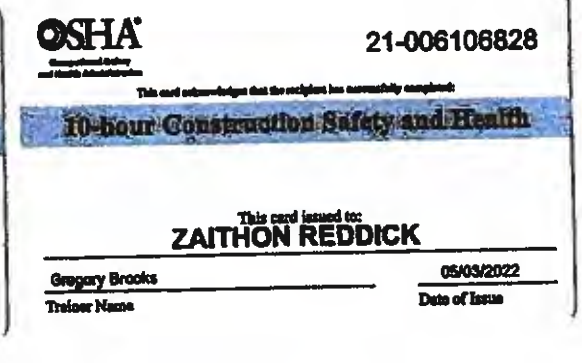
This card acknowledges that the recipient has successfully completed

10-hour Construction Safety and Health

This card issued to:
CONNER PETERS

Gregory Brooks
Trainer Name

05/03/2022
Date of Issue



OSHA

21-006106828

This card acknowledges that the recipient has successfully completed

10-hour Construction Safety and Health

This card issued to:
ZAITHON REDDICK

Gregory Brooks
Trainer Name

05/03/2022
Date of Issue

OSHA

21-006106829

This card acknowledges that the recipient has successfully completed:

10-hour Construction Safety and Health

This card issued to:
TOM ROWLAND

Gregory Brooks — Trainer Name

05/03/2022 — Date of Issue

OSHA

21-006106831

This card acknowledges that the recipient has successfully completed:

10-hour Construction Safety and Health

This card issued to:
MATT SHERMAN

Gregory Brooks — Trainer Name

05/03/2022 — Date of Issue

OSHA

21-006106830

This card acknowledges that the recipient has successfully completed:

10-hour Construction Safety and Health

This card issued to:
RODNEY SLOAN

Gregory Brooks — Trainer Name

05/03/2022 — Date of Issue

OSHA

21-006106832

This card acknowledges that the recipient has successfully completed:

10-hour Construction Safety and Health

This card issued to:
ED SWARTZ

Gregory Brooks — Trainer Name

05/03/2022 — Date of Issue

OSHA

21-006106833

This card acknowledges that the recipient has successfully completed:

10-hour Construction Safety and Health

This card issued to:
KIRK SWARTZ

Gregory Brooks — Trainer Name

05/03/2022 — Date of Issue

OSHA

21-006106834

This card acknowledges that the recipient has successfully completed:

10-hour Construction Safety and Health

This card issued to:
CHAD WHITNEY

Gregory Brooks — Trainer Name

05/03/2022 — Date of Issue

OSHA

21-006106835

This card acknowledges that the recipient has successfully completed:

10-hour Construction Safety and Health

This card issued to:
CHAD WRIGHT

Gregory Brooks — Trainer Name

05/03/2022 — Date of Issue

OSHA's Form 300A (Rev. 01/2004)

Summary of Work-Related Injuries and Illnesses

Year 2023

U.S. Department of Labor
Occupational Safety and Health Administration
Form approved OMB no. 1218-0176

All establishments covered by Part 1904 must complete this Summary page, even if no injuries or illnesses occurred during the year. Remember to review the Log to verify that the entries are complete.

Using the Log, count the individual entries you made for each category. Then write the totals below, making sure you've added the entries from every page of the log. If you had no cases write "0."

Employees, former employees, and their representatives have the right to review the OSHA Form 300 in its entirety. They also have limited access to the OSHA Form 301 or its equivalent. See 29 CFR 1904.35, in OSHA's Recordkeeping rule, for further details on the access provisions for these forms.

Number of Cases

Total number of deaths	Total number of cases with days away from work	Total number of cases with job transfer or restriction	Total number of other recordable cases
0	0	0	0
(G)	(H)	(I)	(J)

Number of Days

Total number of days away from work	Total number of days of job transfer or restriction
0	0
(K)	(L)

Injury and Illness Types

Total number of...

	(M)		
(1) Injury	0	(4) Poisoning	0
(2) Skin Disorder	0	(5) Hearing Loss	0
(3) Respiratory Condition	0	(6) All Other Illnesses	0

Post this Summary page from February 1 to April 30 of the year following the year covered by the form

Public reporting burden for this collection of information is estimated to average 58 minutes per response, including time to review the instruction, search and gather the data needed, and complete and review the collection of information. Persons are not required to respond to the collection of information unless it displays a currently valid OMB control number. If you have any comments about these estimates or any aspects of this data collection, contact: US Department of Labor, OSHA Office of Statistics, Room N-3644, 200 Constitution Ave. NW, Washington, DC 20210. Do not send the completed forms to this office.

Establishment information

Your establishment name: BAILEY EXCAVATING, Inc.

Street: 1073 TORO DRIVE

City: JACKSON State: MICHIGAN Zip: 49201

Industry description (e.g., Manufacture of motor truck trailers)
CONSTRUCTION

Standard Industrial Classification (SIC), if known (e.g., SIC 3715)

OR North American Industrial Classification (NAICS), if known (e.g., 336212)

Employment information

Annual average number of employees: 40

Total hours worked by all employees last year: 72,980

Sign here

Knowingly falsifying this document may result in a fine.

I certify that I have examined this document and that to the best of my knowledge the entries are true, accurate, and complete.

Company executive

Executive Finance
Title

517-750-3030
Phone

1/26/2024
Date

OSHA's Form 300A (Rev. 01/2004)

Summary of Work-Related Injuries and Illnesses

Year 2022

U.S. Department of Labor
Occupational Safety and Health Administration
Form approved OMB no. 1218-0176

All establishments covered by Part 1904 must complete this Summary page, even if no injuries or illnesses occurred during the year. Remember to review the Log to verify that the entries are complete.

Using the Log, count the individual entries you made for each category. Then write the totals below, making sure you've added the entries from every page of the log. If you had no cases write "0."

Employees, former employees, and their representatives have the right to review the OSHA Form 300 in its entirety. They also have limited access to the OSHA Form 301 or its equivalent. See 29 CFR 1904.35, in OSHA's Recordkeeping rule, for further details on the access provisions for these forms.

Total number of deaths	Total number of cases with days away from work	Total number of cases with job transfer or restriction	Total number of other recordable cases
0	0	0	0
(G)	(H)	(I)	(J)

Total number of days away from work	Total number of days of job transfer or restriction
0	0
(K)	(L)

Total number of...	(M)		(M)
(1) Injury	0	(4) Poisoning	0
(2) Skin Disorder	0	(5) Hearing Loss	0
(3) Respiratory Condition	0	(6) All Other Illnesses	0

Establishment information

Your establishment name BAILEY EXCAVATING, INC.

Street 1073 TORO DRIVE

City JACKSON State MICHIGAN Zip 49201

Industry description (e.g., Manufacture of motor truck trailers)
Construction

Standard Industrial Classification (SIC), if known (e.g., SIC 3715)

OR North American Industrial Classification (NAICS), if known (e.g., 336212)

Employment information

Annual average number of employees 40

Total hours worked by all employees last year 85,440.50

Sign here

Knowingly falsifying this document may result in a fine.

I certify that I have examined this document and that to the best of my knowledge the entries are true, accurate, and complete.

Company executive

Office Manager
Title

517-780-3030
Phone

1/25/2023
Date

Post this Summary page from February 1 to April 30 of the year following the year covered by the form

Public reporting burden for this collection of information is estimated to average 58 minutes per response, including time to review the instruction, search and gather the data needed, and complete and review the collection of information. Persons are not required to respond to the collection of information unless it displays a currently valid OMB control number. If you have any comments about these estimates or any aspects of this data collection, contact: US Department of Labor, OSHA Office of Statistics, Room N-3644, 200 Constitution Ave, NW, Washington, DC 20210. Do not send the completed forms to this office.

OSHA's Form 300A (Rev. 04/2004)

Summary of Work-Related Injuries and Illnesses

Note: You can type input into this form and save it. Because the forms in this recordkeeping package are "fillable/writable" PDF documents, you can type into the input form fields and then save your inputs using the free Adobe PDF Reader.

Year 20 21

U.S. Department of Labor
Occupational Safety and Health Administration

Form approved OMB no. 1218-0176

All establishments covered by Part 1904 must complete this Summary page, even if no work-related injuries or illnesses occurred during the year. Remember to review the Log to verify that the entries are complete and accurate before completing this summary.

Using the Log, count the individual entries you made for each category. Then write the totals below, making sure you've added the entries from every page of the Log. If you had no cases, write "0."

Employees, former employees, and their representatives have the right to review the OSHA Form 300 in its entirety. They also have limited access to the OSHA Form 301 or its equivalent. See 29 CFR Part 1904.35, in OSHA's recordkeeping rule, for further details on the access provisions for these forms.

Number of Cases

Total number of deaths	Total number of cases with days away from work	Total number of cases with job transfer or restriction	Total number of other recordable cases
0	0	0	0
(G)	(H)	(I)	(J)

Number of Days

Total number of days away from work	Total number of days of job transfer or restriction
0	0
(K)	(L)

Injury and Illness Types

Total number of . . .	(M)		
(1) Injuries	0	(4) Poisonings	0
(2) Skin disorders	0	(5) Hearing loss	0
(3) Respiratory conditions	0	(6) All other illnesses	0

Post this Summary page from February 1 to April 30 of the year following the year covered by the form.

Public reporting burden for this collection of information is estimated to average 58 minutes per response, including time to review the instructions, search and gather the data needed, and complete and review the collection of information. Persons are not required to respond to the collection of information unless it displays a currently valid OMB control number. If you have any comments about these estimates or any other aspects of this data collection, contact: US Department of Labor, OSHA Office of Statistical Analysis, Room N-3644, 200 Constitution Avenue, NW, Washington, DC 20210. Do not send the completed forms to this office.

Establishment information

Your establishment name: Bailey Excavating, Inc.

Street: 1073 Toro Drive

City: Jackson State: MI Zip: 49201

Industry description (*e.g., Manufacture of motor truck trailers*)

Construction

North American Industrial Classification (NAICS), if known (e.g., 336212)

Employment information (*If you don't have these figures, see the Worksheet on the next page to estimate.*)

Annual average number of employees: 40

Total hours worked by all employees last year: 65,204.00

Sign here

Knowingly falsifying this document may result in a fine.

I certify that I have examined this document and that to the best of my knowledge the entries are true, accurate, and complete.

Company executive

Vice President
Title

Phone 517-750-3030

Date 1/31/2022

Reset

CRITERIA 26 (ATTACHMENT REQUIRED):

Documentation of master or journeyperson certification or status for masters and journeypersons to be used on the project, and the source of such certification or status

CRITERIA 27:

A statement from the bidder as to what percentage of its workforce can be drawn significantly from area residents because a goal of the City is to utilize, it is construction activities, local residents as much as is economically feasible while retaining the high quality of construction required for its construction activities, consistent with applicable law. The City will consider in evaluating which bids best serve its interests, the extent to which responsible and qualified bidders are able to achieve this goal.

49% of our employees are local residents

CRITERIA 28 (ATTACHMENT REQUIRED):

Evidence of Equal Employment Opportunity Programs for minorities, women, veterans, returning citizens, and small businesses.

CRITERIA 29:

Assurance that the bidder is an equal opportunity employer and does not discriminate on the basis of race, sex, pregnancy, age, religion, national origin, marital status, sexual orientation, gender identity of expression, height, weight, or disability. **COMPANIES EQUAL EMPLOYMENT OPPORTUNITY STATEMENT:**

See Attached

Bailey Excavating, Inc. / Jacob W. Bailey

Print Firm Name/Principal

Signature/Principal

April 18, 2024

Date

26.

U.S. DEPARTMENT OF LABOR - OFFICE OF APPRENTICESHIP
APPRENTICESHIP CERTIFICATION

OPERATING ENGINEERS LU 324 JATF
275 E. Highland Rd.
Howell , MI 48843

The following individuals are apprentices registered with the U.S. Department of Labor, Office of Apprenticeship, under the sponsorship of program **MI015780065 - OPERATING ENGINEERS LU 324 JATF:**

OPERATING ENGINEERS LU 324 JATF
275 E. HIGHLAND RD.
HOWELL , MI 48843

Apprentice ID	SSN	Apprentice Name	Occupation	Date Apprenticeship Began	Date Cancelled	Date Completed
MI2023004718		Peters, Conner	OPERATING ENGINEER (0365 V1) Time-Based	7/17/2023		

Certified by the U.S. Department of Labor

Date Issued: 12/12/2023

****VOID 90 DAYS FROM ISSUE DATE****

U.S. DEPARTMENT OF LABOR - OFFICE OF APPRENTICESHIP
APPRENTICESHIP CERTIFICATION

Bailey Excavating, Inc.
1073 Toro Drive
Jackson , MI 49201

The following individuals are apprentices registered with the U.S. Department of Labor, Office of Apprenticeship, under the sponsorship of program **MI007970001 - LIUNA Training of Michigan:**

LIUNA Training of Michigan
11155 South Beardslee Road
Perry , MI 48872

Apprentice ID	SSN	Apprentice Name	Occupation	Date Apprenticeship Began	Date Cancelled	Date Completed
MI202300474 1	***-**-5475	KERR, JAMES	Construction Craft Laborer (0661 V1) Time-Based	8/2/2023		

Certified by the U.S. Department of Labor

Date Issued: 12/12/2023

****VOID 90 DAYS FROM ISSUE DATE****

U.S. DEPARTMENT OF LABOR - OFFICE OF APPRENTICESHIP
APPRENTICESHIP CERTIFICATION

Operating Engineers, LU 324 JATF
275 E. Highland Rd
HOWELL , MI 48843

The following individuals are apprentices registered with the U.S. Department of Labor, Office of Apprenticeship, under the sponsorship of program **MI015780065 - OPERATING ENGINEERS LU 324 JATF:**

OPERATING ENGINEERS LU 324 JATF
275 E. HIGHLAND RD.
HOWELL , MI 48843

Apprentice ID	SSN	Apprentice Name	Occupation	Date Apprenticeship Began	Date Cancelled	Date Completed
MI202000246		Irish, Joseph P	OPERATING ENGINEER (0365 V1) Time-Based	7/6/2020		

Certified by the U.S. Department of Labor

Date Issued: 7/6/2022

****VOID 90 DAYS FROM ISSUE DATE****



Bailey Excavating, Inc.



1073 TORO DRIVE – JACKSON, MI 49201
PHONE (517) 750-3030

EQUAL OPPORTUNITY EMPLOYER

EQUAL EMPLOYMENT OPPORTUNITY POLICY
FOR
BAILEY EXCAVATING, INC

It is the policy of Bailey Excavating, Inc. to assure Equal Opportunity in all aspects of employment to applicants. The hiring of all employees are to treated without regard to their race, religion, sex, color or national origin, sexual orientation, gender identity, age, height, weight, marital or veteran status, arrest record or disability. Such action shall include: employment, upgrading, demotion or transfer; recruitment or recruitment advertising, lay-off or termination; rates of pay or other forms of compensation; and selection for training, including apprenticeship, pre-apprenticeship, and/or on-the-job training.

April 5th, 2022
DATE

JACOB W. BAILEY, EEO OFFICER

An Equal Opportunity Employer

PROPOSAL

TO: City Manager
c/o Purchasing Agent
City of Jackson, Michigan

Date: April 18, 2024

In compliance with your invitation for bids dated **March 20, 2024** to perform **24-07**

REPLACEMENT OF WWTP CULVERTS #2 AND #4 ON HURT MARVIN DRAIN

in the City of Jackson, the undersigned, a(n)

1. individual, resident of _____
   doing business as _____
   at _____
2. partnership, consisting of _____
   and _____
   under the firm name of _____
3. corporation by the name of E.T. MacKenzie Company
   organized and existing under the laws of the State of Michigan
   with offices at Grand Ledge - Ann Arbor
   (strike inapplicable clauses)

hereby proposes to perform said work, strictly as specified in the bid documents at the prices set forth on the attached schedule of bid prices, upon receipt of written notice of acceptance of this bid within one hundred twenty (120) calendar days after opening of the bids at the time stated in said Invitation; to execute a properly completed contract in the form provided with the bid documents in accordance with this bid; to give bond with good and sufficient surety or sureties, satisfactory to the City Attorney of Jackson, for the faithful performance of said contract, for payment of labor and materials, and, if required, for maintenance of work; and to give such bond within ten (10) days after notice of award.

FEDERAL ID# 38-2405622

(Corporate Seal, if applicable)

Name of Bidder: E.T. MacKenzie Company

Signed By: _____

Its: Michael S. Marks, President

BID SHEET

DATE:

PROPOSAL FOR: 24-07 REPLACEMENT OF WWTP CULVERTS #2 AND #4 ON HURT MARVIN DRAIN

TO: The Mayor and the City Council
City of Jackson, Michigan

Ladies and Gentlemen:

The Undersigned has examined the plans, specifications, and the location of the above described work, and is fully informed as to the conditions relating to its performance, and understands the quantities shown in the estimate and on the plans are accurate to the best belief and knowledge of the Engineer, but are not guaranteed.

The undersigned hereby proposes to furnish all equipment, materials, supplies, labor, and services necessary to commence and complete the project as described in the Contract Documents; and in strict conformity with the requirements of the Specifications and such other special provisions and supplemental specifications as may be a part of this proposal for the above described project at the following unit prices all labor, equipment and materials necessary for completion of the work, but not specifically listed as a pay item, will be deemed to be included in one or more of the pay items listed in the bid sheet.

Bidder has examined and carefully studied the Bidding Documents, other related data identified in the Bidding Documents, and the following Addenda, receipt of which is hereby acknowledged (list addenda by Addendum Number and Date):

Addendum No.	Date
_____	_____
_____	_____
_____	_____

SCHEDULE OF BID PRICES
NOTE: UNIT PRICES MUST BE LISTED AND SHALL GOVERN.

ITEM NUMBER	PAY ITEM	DESCRIPTION	UNIT	ESTIMATED QUANTITY	UNIT PRICE	TOTAL COST
001	1500001	Mobilization, Max $67,000.00	LSUM	1.00	$27,274.06	$27,274.06
002	2020004	Tree, Rem, 6 inch to 18 inch	EA	5.00	$417.15	$2,085.75
003	2040050	Pavt, Rem	SYD	466.00	$12.34	$5,750.44
004	2030003	Cul, Rem, Over 48"	EA	4.00	$4,014.45	$16,057.80

ITEM NUMBER	PAY ITEM	DESCRIPTION	UNIT	ESTIMATED QUANTITY	UNIT PRICE	TOTAL COST
005	2040045	Masonary and Conc Structure, Rem	CYD	400.00	$50.53	$20,212.00
006	2040061	Structures, Rem Portions	LSUM	1.00	$14,027.08	$14,027.08
007	2040025	Fence, Remove	FT	145.00	$5.76	$835.20
008	2050016	Excavation, Earth	CYD	1,540.00	$39.43	$60,722.20
009	2050018	Excavation, Rock	CYD	30.00	$95.65	$2,869.50
010	2060002	Backfill, Structure, CIP	CYD	452.00	$76.22	$34,451.44
011	2050010	Embankment, CIP	CYD	1,275.00	$30.24	$38,556.00
012	2080014	Erosion Control, Filter Bag	EA	2.00	$1,224.86	$2,449.72
013	2080036	Erosion Control, Silt Fence	FT	980.00	$4.57	$4,478.60
014	3020016	Aggregate Base, 6 inch	SYD	406.00	$17.15	$6,962.90
015	4060005	Culv Bedding, Box Culv	CYD	70.00	$228.56	$15,999.20
016	4011099	Culv, Alum Arch Box, 15 foot 9 inch by 8 foot	FT	90.00	$2,337.39	$210,365.10
017	4027051	Bypass Pumping	LSUM	1.00	$339,639.67	$339,639.67
018	5010025	Hand Patching	TON	6.00	$504.33	$3,025.98
019	6020104	Conc Pavt, Nonreinf, 8 inch	FT	406.00	$153.89	$62,479.34
020	6020200	Joint, Contraction, Cp	FT	72.00	$54.10	$3,895.20
021	6030030	Lane Tie, Epoxy Anchored	FT	200.00	$35.93	$7,186.00
022	6060006	Preconstruction Video Taping	LSUM	1.00	$2,012.27	$2,012.27
023	7040001	Steel Sheeting, Permanent	SFT	1,350.00	$80.46	$108,621.00

ITEM NUMBER	PAY ITEM	DESCRIPTION	UNIT	ESTIMATED QUANTITY	UNIT PRICE	TOTAL COST
024	7047050	Stoplog	EA	1.00	$21,927.82	$21,927.82
025	8080004	Fence, Temp	FT	40.00	$10.79	$431.60
026	8080033	Fence Gate, 6 foot, for 72" Chain Link Fence	EA	2.00	$981.07	$1,962.14
027	8080072	Fence, Chain Link, 72", with 3 Strands Barb Wire	LF	185.00	$43.86	$8,114.10
028	8127051	Maintaining Traffic	LS	1.00	$5,295.44	$5,295.44
029	8130010	Riprap, Heavy	SYD	199.00	$186.43	$37,099.57
030	8137011	Riprap, Inside Culvert	SYD	188.00	$198.65	$37,346.20
031	8167011	Turf Establishment, Performance	SYD	1,000.00	$24.44	$24,440.00
				TOTAL	$1,126,573.32	

TOTAL BID WRITTEN OUT:

One Million, One Hundred Twenty Six Thousand, Five Hundred Seventy Three Dollars & Thirty Two Cents

Submitted Bid:	$1,126,573.32
Labor Costs:	$270,150.32
Materials Costs:	$425,352.98
Equipment Costs:	$350,614.55
Possible Change Orders:	N/A

Bidder's Name:	E.T. MacKenzie Company
Address:	4248 W. Saginaw Hwy.

City, State, Zip:	Grand Ledge MI 48837
Telephone:	517-627-8408
Fax:	517-627-4470
Email Address:	mmarks@mackenzieco.com
Federal ID Number:	38-2405622
Bid Signed By:	Michael S. Marks Print or Type
Title:	President

1. I am the person described in and who executed the foregoing bid and that the several matters stated are in all respects true.

2. That I am an employee of the firm or company described in and I am authorized to submit said bid.

By Michael S. Marks Its President

CONTRACT COMPLIANCE

DATE: March 20, 2024

TO: All Bidders

FROM: City of Jackson

SUBJECT: CONTRACT COMPLIANCE

The Commission of the City of Jackson, on 12/19/72, passed a resolution committing the City to a policy and procedure regarding compliance to affirmative hiring practices by contracting agencies doing business with the City of Jackson, effective 12/20/72.

The purpose of the policy and procedure is to ensure that all citizens of our community have the opportunity for the equality of treatment in service and employment.

The City requests that all bidders who will be doing business with the City in the amount of $5,000 or more during any fiscal year, shall comply with the provisions of the Contract Compliance Policy.

Bidders will be required to show an Equal Employment Opportunity Certificate of Compliance or demonstrate compliance with standards for equal employment opportunity established by state and federal statute.

City Council of Jackson, Michigan

CONTRACT COMPLIANCE

CERTIFICATION

E.T. MacKenzie Company certifies that he/she/it will not discriminate against any employee or applicant for employment with respect to hire, tenure, term, conditions, or privileges or employment because race, religion or national origin, color, age, sex, height, weight, marital status, sexual orientation, gender identity, and physical or mental handicap.

In connection with this commitment E.T. MacKenzie Company understands that he/she/it name will be reviewed by the State of Michigan, Department of Civil Rights for determination of its status as an awardable Bidder.

The undersigned hereby agrees that he/she/it will abide by the terms of any agreements made with the City of Jackson in order to achieve awardable status.

Dated: April 18, 2024

By: E.T. MacKenzie Company
(Bidder's Name)

By: _____
(Signature)

By: Michael S. Marks, President
(Title)

4248 W. Saginaw Hwy.
Address

Grand Ledge
City

Michigan 48837
State and Zip

NON-DISCRIMINATION CLAUSE
FOR ALL CITY OF JACKSON CONTRACTS

In connection with the performance of this contract, the contractor agrees as follows:

1. The contractor will not discriminate against any employee/employer for employment because of race, religion or national origin, color, age, sex, height, weight, marital status, sexual orientation, gender identity, and physical or mental handicap. The contractor will take affirmative action to ensure that minority applicants are employed, and that employees are treated during employment without regard to their race, religion, color, national origin, age, sex, height, weight, marital status or handicap. Such action shall include, but not be limited to, the following: layoff or termination, rates of pay or other forms of compensation, selection for training, upgrading or promotion, transfer or recruitment.

2. The contractor will, in all solicitations or advertisements for employees placed by or on behalf of the contractor, state that all qualified applicants will receive consideration for employment without regard to race, religion, color, national origin, age, sex, height, weight, marital status or handicap. As a disclaimer, the contractor may state in the advertisement that he/she is an equal opportunity employer.

3. The contractor will furnish and file compliance reports with the City of Jackson as requested. Such reports shall elicit information as to the practices, policies, program and employment statistics for the contractor and said contractor shall permit access to all books, records and accounts regarding employment practices by agents and representatives of the City duly charged with investigative duties to assure compliance with this clause.

4. Breach of the covenants herein may be regarded as a material breach of the contract, or purchasing agreement.

5. The contractor will include, or incorporate by reference, the provisions of paragraphs (1) through (4) in every subcontract or purchase order unless exempted by the rules, regulations or orders of the Michigan Civil Rights Commission and will provide in every subcontract or purchase order that said provisions will be binding upon each subcontractor or seller.

EQUAL EMPLOYMENT OPPORTUNITY CERTIFICATION

The undersigned understands and agrees that, as a Contractor for services, there shall be no discrimination against any employee or applicant for employment because of race, religion or national origin, color, age, sex, height, weight, marital status, sexual orientation, gender identity, and physical or mental handicap, including but no limited to employment, upgrading, demotion, or transfer; recruitment or recruitment advertising; layoff or termination; rates of pay or other forms of compensation and selection for training.

The Contractor further agrees to the following:

(a) It will assist and actively cooperate with the City in obtaining compliance of any subcontractors with the equal opportunity rules, regulations, and relevant orders.

(2) It will furnish the City such information as might be required for the supervision of its compliance program, and will otherwise assist the City in the discharge of its responsibility for ensuring compliance.

(3) In the event that the Contractor fails or refuses to comply with the equal opportunity regulations, the City may cause to be canceled, terminated, or suspended in whole or in part the contractual arrangement between the City and the Contractor.

NAME OF BIDDER: E.T. Mackenzie Company

ADDRESS: 4248 W. Saginaw Hwy.
Grand Ledge MI 48837

SIGNED BY:

TITLE: Michael S. Marks, President

DATE: April 18, 2024

CERTIFICATION OF NONSEGREGATED FACILITIES

The bidder certifies that he does not maintain or provide for his employees any segregated facilities and do not permit his employees to perform their services at any location, under his control, where segregated facilities are maintained. The bidder certifies further that he will not maintain or provide for his employees any segregated facilities at any of his establishments, and that he will not permit his employees to perform their services at any location under his control where segregated facilities are maintained. The bidder agrees that a breach of this certification will be a violation of the Equal Opportunity clause in any contract resulting from acceptance of this bid. As used in this certification, the term "segregated facilities" means any waiting rooms, work areas, restrooms and washrooms, restaurants and other eating areas, time clocks, locker rooms and other storage or dressing areas, parking lots, drinking fountains, recreation or entertainment areas, transportation, and housing facilities provided for employees which are segregated by explicit directive or are in fact segregated on the basis of race, color, religion, or national origin, because of habit, local custom, or otherwise. The bidder agrees that (except where he has obtained identical certification from proposed subcontractors for specific time periods) he will obtain identical certification from proposed subcontractors prior to the award of subcontracts exceeding $10,000 which are not exempt from the provisions of the Equal Opportunity clause, and that he will retain such certifications in his files.

Dated: April 18, 2024

By: E.T. MacKenzie Company
(Bidder's Name)

By: _____
(Signature)

By: Michael S. Marks, President
(Title)

4248 W. Saginaw Hwy.
Address

Grand Ledge
City

Michigan 48837
State and Zip

NON-COLLUSION AFFIDAVIT OF PRIME BIDDER

STATE OF Michigan)
ss
COUNTY OF Eaton)

Michael S. Marks, being first duly sworn, deposed and says that:

1. He is President of, E.T. MacKenzie Company the Bidder that has submitted the attached bid;

2. He is fully informed respecting the preparation and contents of the attached bid and of all pertinent circumstances respected such bid;

3. Such bid is genuine and is not a collusive or sham bid;

4. Neither the said Bidder nor any of its officers, partners, owners, agents, representatives, employees or parties in interest, including this affiant, has in any way colluded, conspired, connived or agreed, directly or indirectly with any other Bidder, firm or person to submit a collusive or sham bid in connection with the contract for which the attached bid has been submitted or to refrain from bidding in connection with such contract, or has in any manner, directly or indirectly, sought by agreement or collusion or communication or conference with any other Bidder, firm or person to fix the price or prices in the attached bid or of any other Bidder, or to fix any overhead, profit or cost element of the bid price or the bid price of any other Bidder, or to secure through any collusion, conspiracy, connivance or unlawful agreement any advantage against the City of Jackson or any person interested in the proposed contract; and

5. The price or prices quoted in the attached bid are fair and proper and are not tainted by any collusion, conspiracy, connivance or unlawful agreement on the part of the Bidder or any of its agents, representatives, owners, employees, or parties in interest, including this affiant.

Dated: April 18, 2024

By: E.T. MacKenzie Company
(Company)

By: [signature]
(Title) Michael S. Marks, President

Subscribed and sworn to before me, a Notary Public, this 18th day of April, 20 24.

[signature]
Ashleigh Boyd
Notary Public, Eaton County, MI
My commission expires: March 31, 2028

SECTION C

Subcontractors

Each bidder shall indicate below the name, address, and a complete description of work to be performed by each subcontractor on this project and if they are a minority or woman owned business.

See attached.

RIGHT TO KNOW
CONTRACTOR RELEASE FORM

I, Michael S. Marks an authorized representative of E.T. Mackenzie Company am aware that as a requirement to perform work for the City of Jackson on a contractual basis, I must have provided my employees with the basic training requirements of the HAZARD COMMUNICATION STANDARD as prescribed by the Michigan Right to Know amendments to Act 154 of the Public Acts of 1974 (Act 80, Public Acts 1986), prior to starting any work for the City. While engaged in working for the City, I will continue to comply with Michigan Right to Know Law until completion of the contract.

I am aware that if I bring any hazardous chemical to the City's work place, I must have available the MSDS for these chemicals, in a place accessible to all employees in the work place. If necessary, due to the "special protection information" requirement stated on the MSDS for the chemicals, I will provide all employees with any special training, special protective clothing or equipment necessary to eliminate or lessen the possible exposure to the hazardous chemical or chemicals.

By execution of this Release, the contractor acknowledges that he and all subcontractors and suppliers, will comply with all requirements of the HAZARD COMMUNICATION STANDARD. Further, the contractor shall hold harmless from and indemnify the City against all claims, suits, actions, costs, counsel fees, expenses, damages, judgements or decrees, by reason of his failure, or the failure of any subcontractor, suppliers, or any person employed under said contractor to comply with the requirements of Act 154 of the Public Acts of 1974 as amended.

Dated April 18, 2024

Signature
Michael S. Marks, President

City of Jackson
Ethics Disclosure Form
Vendors and Contractors

Name Michael S. Marks	Company E.T. MacKenzie Company
Telephone 517-627-8408	Email Address mmarks@mackenzieco.com

Contract or matter pending with the City:

24-07 Replacement of WWTP Culverts #2 and #4 on Hurt Marvin Drain.

I, Michael S. Marks, being duly sworn, and pursuant to City of Jackson Ordinance No. 2015-18, I hereby disclose and swear to the following (check all that apply and provide details below):

☐ I, or my company's owners, members, major shareholders, or corporate officers, have a financial interest in a contract or matter pending before Jackson City Council.

☐ A relative[1] or immediate family member[2] of myself or my company's owners, members, major shareholders, or corporate officers has a financial interest in a contract or matter pending before a City office, department, board, or commission.

☐ I, or my company's owners, members, major shareholders, or corporate officers, have an interest in real or personal property that is subject to a decision by the City regarding the purchase, sale, lease, zoning, property improvements, NOORPR or FVA registration, a development agreement, or a special tax designation or abatement.

Property address: _____

Property interest: _____

☐ An immediate family member or relative of myself or my company's owners, members, major shareholders, or corporate officers, has a financial interest in real or personal property that is subject to a decision by the City regarding the purchase, sale, lease, zoning, property improvements, NOORPR or FVA registration, a development agreement, or a special tax designation or abatement.

---

1 Relative means any spouse, domestic partner, great grandparents, step great grandparents, grandparents, step grandparents, sons, stepsons, daughters, step daughters, grandsons, step grandsons, granddaughters, step granddaughters, brothers, step brothers, sisters, step sisters, and in-laws of a Public Employee, the Mayor, an Elected Official, an Appointed Official, a member of a Board or Commission, a Contractor, or an Advisor of the City.

2 Immediate family member means a Public Employee, the Mayor, an Elected Official, an Appointed Official, a member of a Board or Commission, a Contractor, or an Advisor's spouse, domestic partner, individual who lives in the Public Employee's household or an individual claimed by a Public Employee or a Public Employee's spouse as a dependent under the United States Internal Revenue Code at 26 USC 1, et seq.

Property address: _____

Property interest: _____

☐ An immediate family member or relative of myself or my company's owners, members, major shareholders, or corporate officers, is employed by the City or making an application for employment to the City.

Relative name: _____

City Department: _____

☐ I, or my company's owners, members, major shareholders, or corporate officers, have made campaign contributions in the last year to a candidate running for elective office with the City.

Name of Candidate: _____

Amount of Campaign Contribution:

The following entities and persons have a financial interest in the contract or matter identified above:

_____

_____

_____

Additional information regarding any of the above:

N/A

_____

_____

_____

☒ None of the above apply.

Dated: April 18, 2024

Signature

Michael S. Marks, President

Subscribed and sworn to before me, a Notary Public, this 18th day of April, 20 24.

Ashleigh Bond

Notary Public, Eaton County, MI

My commission expires: March 31, 2028

Certification Regarding
Debarment, Suspension, and Other Responsibility Matters

The prospective participant certifies, to the best of its knowledge and belief, that it and its principals:

(1) Are not presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from participation in transactions under federal nonprocurement programs by any federal department or agency;

(2) Have not, within the three year period preceding the proposal, had one or more public transactions (federal, state, or local) terminated for cause or default; and

(3) Are not presently indicted or otherwise criminally or civilly charged by a government entity (federal, state, or local) and have not, within the three year period preceding the proposal, been convicted of or had a civil judgment rendered against it:

(a) For the commission of fraud or a criminal offense in connection with obtaining, attempting to obtain, or performing a public transaction (federal, state, or local) or a procurement contract under such a public transaction;

(b) For the violation of federal or state antitrust statutes, including those proscribing price fixing between competitors, the allocation of customers between competitors, or bid rigging; or

(c) For the commission of embezzlement, theft, forgery, bribery, falsification or destruction of records, making false statements, or receiving stolen property.

I understand that a false statement on this certification may be grounds for the rejection of this proposal or the termination of the award. In addition, under 18 U.S.C. §1001, a false statement may result in a fine of up to $10,000 or imprisonment for up to five years, or both.

Michael S. Marks, President
Name and Title of Authorized Representative

E.T. Mackenzie Company
Name of Participant Agency or Firm

Signature of Authorized Representative

April 18, 2024
Date

☐ I am unable to certify to the above statement. Attached is my explanation.

REFERENCE QUESTIONNAIRE

Please answer the following questions completely.

1. Firm Name: E.T. MacKenzie Company
2. Established: Year 1982 Number of Employees 176
3. Type of organization: Individual ___ Partnership ___ Corporation ✓ Other ___
4. Former name(s) if any, and year(s) in business

41 years.

5. Include at least three (3) references of contacts for similar work performed over the last five years. Include: owner, contact person and phone number and description of work performed.

5.1 Company Name: See attached completed jobs List.
Address:
Phone:
Contact:
Type of Work:
Budget:

5.2 Company Name:
Address:
Phone:
Contact:
Type of Work:
Budget:

5.3 Company Name:
Address:
Phone:
Contact:
Type of Work:
Budget:

I certify that all of the information provided is true and answered to the best of my ability.

Signed M.S.M. Name Michael S. Marks
Title President Date April 18, 2024

Responsible Contractor Ordinance

Below are twenty-nine (29) Responsibility Criteria that must be answered per the City's Responsible Contractor Ordinance. For each criterion provide a relevant response or attachments as required.

Answers to these criteria will not exclude any bidder from the bid process or ultimate award.

CRITERIA 1:	
COMPANY NAME:	E.T. Mackenzie Company
ADDRESS:	4248 W. Saginaw Hwy.
CITY, STATE, ZIP:	Grand Ledge MI 48837
TELEPHONE:	517-627-8408
OFFICERS:	
President: Michael S. Marks	Email Address: mmarks@mackenzieco.com
Vice President: Thomas E. Mackenzie	Email Address: thomasemackenzie@gmail.com
Secretary: Stephanie L. Mackenzie	Email Address: sm@mackenzieco.com
Treasurer: Stephanie L. Mackenzie	Email Address: sm@mackenzieco.com
CRITERIA 2:	
How many years has your organization been in business under your present firm name?	
PARENT COMPANY NAME:	
STREET ADDRESS:	
CITY, STATE, ZIP CODE:	
UNDER CURRENT MANAGEMENT SINCE (DATE):	

CRITERIA 3:

State and local licenses and license numbers held by your organization:

Michigan: 2104063278

What are your formal training programs: a) apprentice/journeyman, b) other comparable formal training programs?

All employees receive general training as well as specific training as necessary for their job position and assignment/project. Both onsite and offsite training is provided.

CRITERIA 4:

Confirmation that all subcontractors, employees and other individuals working on the construction project will maintain current applicable licenses required by law for all licensed occupations and professions.

Yes.

CRITERIA 5:

Verification that the bidder is in compliance with all applicable state and federal laws and visa requirements regarding the hiring of non-US citizens, and disclosure of any work visas sought or obtained by the bidder, any of the bidder's subcontractors, or any of the bidder's employees or independent contractors, in order to perform any portion of the project.

Yes. ETMC uses E-Verify for these reasons.

CRITERIA 6 (ATTACHMENT REQUIRED)

Attach evidence of experience with construction techniques, trade standards, quality workmanship, project scheduling, cost control, management of projects of comparable size/complexity, and building codes by documenting the bidder's ability and capacity to perform the project. The bidder must identify those portions of the project it reasonably believes will be subcontracted and the names of the subcontractors.

CRITERIA 7 (ATTACHMENT REQUIRED)

Evidence of bonding capacity within the past twelve (12) months, that the applicant has financial resources to start up and follow through on the project(s) and to respond to damages in case of default as shown by written verification of bonding capacity equal to or exceeding the amount of the bidder's scope of work on the project. The written verification must be submitted by a licensed surety company rated "B+" (or better) in the current A.M. Best Guide and qualified to do business within the State of Michigan.

CRITERIA 8:

A list of all litigation and arbitrations currently pending and within the past five (5) years, including an explanation of each (parties, court/forum, legal claims, damages sought, and resolution).

_____ NONE In January of 2022, 4 residents of the East Lansing, Glencairn neighborhood filed suit in the 30th Judicial Court, against the City of East Lansing, the city's engineer, Hubbel, Roth and Clark, E.T. Mackenzie Company and MacAllister Machinery Co, due to flooding that occurred during "a 7" rainfall concurrent with a storm sewer project being done by the defendants. The plaintiffs claimed flooding in their homes was due to the construction. They sued for damages in excess of $25,000.00. The case was without merit. The case was settled in October of 2023 for $155,000.00.

CRITERIA 9:

Disclosure of any violations of state, federal or local laws or regulations, including OSHA or MIOSHA violations, state or federal prevailing wage laws, wage and hour laws, worker's compensation or unemployment compensation laws, rules or regulations, issued to or against the bidder within the past five years.

_____ NONE

2 Non-serious citations, ø fines in April 2023.

CRITERIA 10:

Disclosure of any debarment by any federal, state or local governmental unit and/or findings of non-responsibility or non-compliance with respect to any public or private construction project performed by the bidder.

✓ NONE

CRITERIA 11:

Proof of insurance, including certificates of insurance, confirming existence and amount of coverage for liability, property damage, workers compensation, and any other insurances required by the proposed contract documents.

Name:	Amerisure Mutual Insurance Co.
Type of Coverage:	All of the Above - See attached
Telephone:	517-321-4600

Are you self-insured for Worker's Compensation Insurance? Yes_____ No ✓

CRITERIA 12 (ATTACHMENT REQUIRED):

A statement regarding the bidder's staffing capabilities and labor sources including subcontractors and a verification from the bidder that construction workers will not be misclassified as independent contractors in violation of state or federal law. See attached letterhead.

CRITERIA 13:

Verification of an existing Fitness for Duty Program (drugs and alcohol) of each employee working on the proposed jobsite.

_✓_ Yes, we have a Fitness for Duty Program

_____ No, we do not have a Fitness for Duty Program

Additional Information:

CRITERIA 14:

A warranty statement regarding labor, equipment and materials.

See attached letterhead.

CRITERIA 15:

A statement affirming that the firm will pay all craft employees that it employs on the project the current wage rates and fringe benefits as required under applicable federal, state, or local wage laws.

See attached letterhead.

CRITERIA 16:

A statement from the contractor or subcontractor acknowledging their obligation to comply with this Ordinance in each contract and subcontract.

See attached letterhead.

CRITERIA 17:

A statement identifying what possible change orders could be necessary and what their approximate subsequent total costs would be.

N/A

CRITERIA 18:

Qualifications of management and supervisory personnel to be assigned by the bidder.

See attached resumes.

CRITERIA 19 (ATTACHMENT REQUIRED):

References from individuals or entities the bidder has worked for within the last five (5) years including information regarding records of performance and job site cooperation.

CRITERIA 20:

Evidence of any quality assurance program used by the bidder and the results of any such program on the bidder's previous projects.

E.T. Mackenzie Company employees are trained, experienced trades people who use sophisticated testing and measuring instruments while being supervised by trained and experienced supervision that has resulted in a successful project time after time without failure. Please see completed project list and references.

CRITERIA 21:

Assurance that all construction work for this project must proceed economically, efficiently, continuously and without interruption.

If awarded this contract, E.T. Mackenzie Company will work economically, efficiently and without interruption to achieve a successful outcome for the City of Jackson, our employees and our company.

CRITERIA 22 (ATTACHMENT REQUIRED):

A list of projects completed within the past five (5) years of comparable size/complexity, including dates, clients, approximately dollar value, and size. Documentation from these previous projects including but not limited to all extra costs relating to the bidder's timeliness, performance, quality of work, extension requests, contractual fines and penalties imposed, liens filed, history of claims for extra work and any contract defaults with an explanation of the reason for the default and how the default was resolved.

CRITERIA 23:

The ratio of masters or journeypersons to apprentices proposed to be used on the construction project job site, if apprentices are to be used on the project.

Do you participate in the Registered Apprenticeship Programs that are registered with the United States Department of Labor Office of Apprenticeship or by a State Apprenticeship Agency recognized by the Office of Apprenticeship?

_____ Yes

__✓__ No

Additional Information:

(ATTACHMENT REQUIRED) Documentation of how the bidder assesses the skills and qualifications of any employees who do not have master or journeyperson certification or status, or are not participants in a Registered Apprenticeship Program.

CRITERIA 24 (ATTACHMENT REQUIRED)

Evidence of the bidder's worker's compensation Experience Modification Rating ("EMR"). Preference will be given to contractors and subcontractors who exhibit an EMR of 1.0 or less based on a three-year average.

CRITERIA 25:

All craft labor that will be employed by the firm for the project has completed at least the OSHA 10 hour training course of safety established by the U.S. Department of Labor, Occupational Safety & Health Administration.

__✓__ Yes _____ No

CRITERIA 26 (ATTACHMENT REQUIRED): None.

Documentation of master or journeyperson certification or status for masters and journeypersons to be used on the project, and the source of such certification or status

CRITERIA 27:

A statement from the bidder as to what percentage of its workforce can be drawn significantly from area residents because a goal of the City is to utilize, it is construction activities, local residents as much as is economically feasible while retaining the high quality of construction required for its construction activities, consistent with applicable law. The City will consider in evaluating which bids best serve its interests, the extent to which responsible and qualified bidders are able to achieve this goal.

Approximately 50% of the people employed will be City of Jackson residents with an additional 25% being residents of Jackson County.

CRITERIA 28 (ATTACHMENT REQUIRED):

Evidence of Equal Employment Opportunity Programs for minorities, women, veterans, returning citizens, and small businesses.

CRITERIA 29:

Assurance that the bidder is an equal opportunity employer and does not discriminate on the basis of race, sex, pregnancy, age, religion, national origin, marital status, sexual orientation, gender identity of expression, height, weight, or disability. **COMPANIES EQUAL EMPLOYMENT OPPORTUNITY STATEMENT:**

See attached Equal Employment Opportunity Policy Statement.

E.T. MacKenzie Company / Michael S. Marks

Print Firm Name/Principal

Signature/Principal

April 18, 2024

Date

RESPONSIBLE CONTRACTOR BID EVALUATION CRITERIA

Once the City deems a contractor a responsible bidder, having used the process identified above, the City must consider the contractor's bid. The City must consider, at minimum, each of the evaluation criteria listed in this Section in determining the best bid. The City may require contractors or subcontractors to provide additional information by inclusion in bid documents. Additionally, the list set forth below in no way limits any additional criteria that the City may deem relevant for purposes of making a determination of the best bid.

Bid documents must require any contractor or subcontractor bidding on the project to submit written responses and other information and documentation regarding the listed criteria and any other criteria specified by the City through the bid documents. The City may request additional information or explanation from any contractor or subcontractor regarding any particular criteria. The bid documents must provide that the City retains the right in its discretion to reject any and all bids. All required contractor financial and privileged information must be kept from public disclosure unless otherwise required by law.

Submitted bids must break out labor costs from material and equipment costs.

For each separate bid package, the City in its discretion will weigh the information provided by the contractor or subcontractor regarding the evaluating criteria, as a whole, to determine the best bid. Except as otherwise required by law, no single criterion will necessarily be determinative in assessing which bid is the best bid. The Purchasing Department must weigh each of the criteria based on a distribution of percentage points on a 100-point scale. Additionally, The Purchasing Department shall provide space on the bid evaluation form for the prospective bidder to include additional information about themselves and/or their bid – this section would be optional for the prospective bidder to fill out. The criteria to be considered in bid evaluation on construction projects by the City shall be weighed categorically as follows, and shall include:

Price (25%)

1. A statement identifying what possible change orders could be necessary and what their approximate subsequent total costs would be.

Submitted Bid:	$1,126,573.32
Labor Costs:	$270,150.32
Materials Costs:	$425,352.98
Equipment Costs:	$350,614.55
Possible Change Orders:	N/A

Corporate Accountability (25%)

1. Qualifications of management and supervisory personnel to be assigned by the bidder.
2. References from individuals or entities the bidder has worked for within the last five (5) years including information regarding records of performance and job site cooperation.
3. Evidence of any quality assurance program used by the bidder and the results of any such program on the bidder's previous projects.
4. Assurance that all construction work for this project must proceed economically, efficiently, continuously and without interruption.
5. A list of projects completed within the past five (5) years of comparable size/complexity, including dates, clients, approximate dollar value, and size. Documentation from these previous projects including but not limited to all extra costs relating to the bidder's timeliness, performance, quality of work, extension requests, contractual fines and penalties imposed, liens filed, history of claims for extra work and any contract defaults with an explanation of the reason for the default and how the default was resolved.

Workplace Safety (25%)

1. The ratio of masters or journeypersons to apprentices proposed to be used on the construction project job site, if apprentices are to be used on the project.
2. Evidence of the bidder's worker's compensation Experience Modification Rating ("EMR"). Preference will be given to contractors and subcontractors who exhibit an EMR of 1.0 or less based on a three-year average.
3. All craft labor that will be employed by the firm for the project has completed at least the OSHA 10 hour training course for safety established by the U.S. Department of Labor, Occupational Safety & Health Administration.
4. Documentation of master or journeyperson certification or status for masters and journeypersons to be used on the project, and the source of such certification or status.

Workforce Development (15%)

1. Documentation as to pay rates of employees and whether the bidder provides health insurance, pension or other retirement benefits, paid leave, or other benefits to its employees.
2. Documentation if the bidder participates in a Registered Apprenticeship Program that is registered with the United States Department of Labor Office of Apprenticeship or by a State Apprenticeship Agency recognized by the Office of Apprenticeship.
3. Documentation of how the bidder assesses the skills and qualifications of any employees who do not have master or journeyperson certification or status, or are not participants in a Registered Apprenticeship Program.

Social Equity (10%)

1. A statement from the bidder as to what percentage of its workforce can be drawn significantly from area residents because a goal of the City is to utilize, in its construction activities, local residents as much as is economically feasible while retaining the high quality of construction required for its construction activities, consistent with applicable law. The City will consider in evaluating which bids best serve its interests, the extent to which responsible and qualified bidders are able to achieve this goal.
2. Evidence of Equal Employment Opportunity Programs for minorities, women,

veterans, returning citizens, and small businesses.

3. Assurance that the bidder is an equal opportunity employer and does not discriminate on the basis of race, sex, pregnancy, age, religion, national origin, marital status, sexual orientation, gender identity or expression, height, weight, or disability.

Liberty Mutual Surety
Attention: LMS Claims
PO Box 34526
Seattle, WA 98124
Phone: (206) 473-6210
Fax: (866) 548-6873
Email: HOSCL@libertymutual.com
www.LibertyMutualSuretyClaims.com

Liberty Mutual Insurance Company

BID OR PROPOSAL BOND

KNOW ALL MEN BY THESE PRESENTS, That we, E T MacKenzie Company of 4248 W. Saginaw Hwy Grand Ledge MI 48837 (hereinafter called the Principal) as Principal, and Liberty Mutual Insurance Company, with its principal office in the City of Boston, MA (hereinafter called the Surety), as Surety, are held and firmly bound unto City of Jackson, 161 W Michigan Ave, Jackson, MI 49201 (hereinafter called the Obligee) in the penal sum of Five Percent of Bid Dollars (5% of Bid) lawful money of the United States, for the payment of which sum well and truly to be made, we bind ourselves, our heirs, executors, administrators, successors and assigns.

THE CONDITION OF THIS OBLIGATION IS SUCH, that whereas, the Principal has submitted the accompanying bid dated 4/18/2024 for 24-07 Replacement of WWTP Culverts #2 and #4 on Hurt Marvin Drain .

NOW, THEREFORE, if the Obligee shall make any award according to the terms of said bid and the Principal shall enter into a contract with said Obligee in accordance with the terms of said bid and give bond for the faithful performance thereof within the time specified; or if no time is specified within thirty days after the date of said award; or if the Principal shall, in the case of failure so to do, indemnify the Obligee against any loss the Obligee may suffer directly arising by reason of such failure, not exceeding the penalty of this bond, then this obligation shall be null and void; otherwise to remain in full force and virtue.

Signed, sealed and dated: 4/18/2024

E T MacKenzie Company
Principal

By: _____
Michael S. Marks, President

LIBERTY MUTUAL INSURANCE COMPANY INCORPORATED 1912 MASSACHUSETTS

Liberty Mutual Insurance Company

By: _____
Robert G Chapman (Attorney-in-fact)

S-137-Rev.

LMS-20865 11/17

This Power of Attorney limits the acts of those named herein, and they have no authority to bind the Company except in the manner and to the extent herein stated.

Liberty Mutual Insurance Company
The Ohio Casualty Insurance Company
West American Insurance Company

Certificate No: **8208121-013057**

POWER OF ATTORNEY

KNOWN ALL PERSONS BY THESE PRESENTS: That The Ohio Casualty Insurance Company is a corporation duly organized under the laws of the State of New Hampshire, that Liberty Mutual Insurance Company is a corporation duly organized under the laws of the State of Massachusetts, and West American Insurance Company is a corporation duly organized under the laws of the State of Indiana (herein collectively called the "Companies"), pursuant to and by authority herein set forth, does hereby name, constitute and appoint, Cloyd W. Barnes; Curtis M. Peterson; David G. Chapman; Marcia J. Miller; Nathan G. Chapman; Nicole Andries; Robert G. Chapman; Ryan A. Peterson

all of the city of Lansing state of MI each individually if there be more than one named, its true and lawful attorney-in-fact to make, execute, seal, acknowledge and deliver, for and on its behalf as surety and as its act and deed, any and all undertakings, bonds, recognizances and other surety obligations, in pursuance of these presents and shall be as binding upon the Companies as if they have been duly signed by the president and attested by the secretary of the Companies in their own proper persons.

IN WITNESS WHEREOF, this Power of Attorney has been subscribed by an authorized officer or official of the Companies and the corporate seals of the Companies have been affixed thereto this 6th day of June, 2022.

Liberty Mutual Insurance Company
The Ohio Casualty Insurance Company
West American Insurance Company

By: _____
David M. Carey, Assistant Secretary

State of PENNSYLVANIA
County of MONTGOMERY ss

On this 6th day of June, 2022 before me personally appeared David M. Carey, who acknowledged himself to be the Assistant Secretary of Liberty Mutual Insurance Company, The Ohio Casualty Company, and West American Insurance Company, and that he, as such, being authorized so to do, execute the foregoing instrument for the purposes therein contained by signing on behalf of the corporations by himself as a duly authorized officer.

IN WITNESS WHEREOF, I have hereunto subscribed my name and affixed my notarial seal at King of Prussia, Pennsylvania, on the day and year first above written.

Commonwealth of Pennsylvania - Notary Seal
Teresa Pastella, Notary Public
Montgomery County
My commission expires March 28, 2025
Commission number 1126044
Member, Pennsylvania Association of Notaries

By: _____
Teresa Pastella, Notary Public

This Power of Attorney is made and executed pursuant to and by authority of the following By-laws and Authorizations of The Ohio Casualty Insurance Company, Liberty Mutual Insurance Company, and West American Insurance Company which resolutions are now in full force and effect reading as follows:

ARTICLE IV – OFFICERS: Section 12. Power of Attorney.
Any officer or other official of the Corporation authorized for that purpose in writing by the Chairman or the President, and subject to such limitation as the Chairman or the President may prescribe, shall appoint such attorneys-in-fact, as may be necessary to act in behalf of the Corporation to make, execute, seal, acknowledge and deliver as surety any and all undertakings, bonds, recognizances and other surety obligations. Such attorneys-in-fact, subject to the limitations set forth in their respective powers of attorney, shall have full power to bind the Corporation by their signature and execution of any such instruments and to attach thereto the seal of the Corporation. When so executed, such instruments shall be as binding as if signed by the President and attested to by the Secretary. Any power or authority granted to any representative or attorney-in-fact under the provisions of this article may be revoked at any time by the Board, the Chairman, the President or by the officer or officers granting such power or authority.

ARTICLE XIII – Execution of Contracts: Section 5. Surety Bonds and Undertakings.
Any officer of the Company authorized for that purpose in writing by the chairman or the president, and subject to such limitations as the chairman or the president may prescribe, shall appoint such attorneys-in-fact, as may be necessary to act in behalf of the Company to make, execute, seal, acknowledge and deliver as surety any and all undertakings, bonds, recognizances and other surety obligations. Such attorneys-in-fact subject to the limitations set forth in their respective powers of attorney, shall have full power to bind the Company by their signature and execution of any such instruments and to attach thereto the seal of the Company. When so executed such instruments shall be as binding as if signed by the president and attested by the secretary.

Certificate of Designation – The President of the Company, acting pursuant to the Bylaws of the Company, authorizes David M. Carey, Assistant Secretary to appoint such attorneys-in-fact as may be necessary to act on behalf of the Company to make, execute, seal, acknowledge and deliver as surety any and all undertakings, bonds, recognizances and other surety obligations.

Authorization – By unanimous consent of the Company's Board of Directors, the Company consents that facsimile or mechanically reproduced signature of any assistant secretary of the Company, wherever appearing upon a certified copy of any power of attorney issued by the Company in connection with surety bonds, shall be valid and binding upon the Company with the same force and effect as though manually affixed.

I, Renee C. Llewellyn, the undersigned, Assistant Secretary, The Ohio Casualty Insurance Company, Liberty Mutual Insurance Company, and West American Insurance Company do hereby certify that the original power of attorney of which the foregoing is a full, true and correct copy of the Power of Attorney executed by said Companies, is in full force and effect and has not been revoked.

IN TESTIMONY WHEREOF, I have hereunto set my hand and affixed the seals of said Companies this 18th day of April, 2024.

By: _____
Renee C. Llewellyn, Assistant Secretary

LMS-12873 LMIC OCIC WAIC Multi Co 02/21

Not valid for mortgage, note, loan, letter of credit, currency rate, interest rate or residual value guarantees.

For bond and/or Power of Attorney (POA) verification inquiries, please call 610-832-8240 or email HOSUR@libertymutual.com.

Qualifications, Experience and Accountability

E.T. MacKenzie Company was founded in 1982 in Grand Ledge, Michigan. It has now grown to include offices in Lansing and Ann Arbor. Having several different entities under the MacKenzie Company umbrella provides us with a broad spectrum of knowledge, resources and experience. We have been recognized locally and nationally for innovation, project designs, safety records, and our ability to perform within budget and on schedule.

E.T. MacKenzie Company specializes in large and small scale earthwork operations, public utility construction, road construction, landfill construction, wastewater treatment facility construction, rehabilitation of sewerage infrastructure, site demolition, material recycling, soil and groundwater remediation, environmental consulting, site concrete construction, landscaping and bridge construction. Our large and broad equipment inventory allows us to perform deep and difficult utility construction that most other contractors are not equipped to handle. All of these services are offered throughout our regional divisions and are self-performed.

We strive to complete all projects on time and within budget.

Providing comprehensive and regional services gives E.T. MacKenzie more control to reach a profitable and timely outcome for the owner. Benefits include:

- Expedited response and dispatch
- Value engineering
- Risk management
- Regional familiarity
- Aggressive scheduling
- Minimized work disruptions

E.T. MacKenzie Company has a distinct advantage to most other contractors because of our ability to self-perform a large quantity of work scopes. Our management structure includes one lead project manager that will draw upon the resources of the entirety of E.T. MacKenzie Company, allowing our specialized project managers and superintendents to provide timely and effective implementation of the project schedule and goals. This system of management provides the owner a singular contact for the project while allowing E.T. MacKenzie to utilize our vast resources and expertise at all times.

E.T. MacKenzie Company is a Michigan Corporation, licensed by and in the State of Michigan.

Licensing

E.T. MacKenzie Company is registered, licensed and qualified to perform work in multiple municipalities, counties and in the states of Michigan, North Carolina and Florida.

Please find attached our State of Michigan license.

Michigan Department of Licensing and Regulatory Affairs
Bureau of Construction Codes
Residential Builders Section
P.O. Box 30254
Lansing, MI 48909

Michigan Department of Licensing and Regulatory Affairs
Bureau of Construction Codes
M&A Company License
Q.O. - Erdmen Thomas MacKenzie
Classification: B,R,D
E T MACKENZIE COMPANY
4248 W SAGINAW
GRAND LEDGE, MI 48837

License No:
2104063278

Expiration Date:
05/31/2026

E T MACKENZIE COMPANY
4248 W SAGINAW
GRAND LEDGE, MI 48837

Q568159

GRETCHEN WHITMER
Governor

Michigan Department of Licensing and Regulatory Affairs
Bureau of Construction Codes
M&A Company License

Classifications:
Concrete (B),House Wrecking (R),Excavation (D)

E T MACKENZIE COMPANY
4248 W SAGINAW
GRAND LEDGE, MI 48837

Qualifying Officer:
Erdmen Thomas MacKenzie
Qualifying Officer #
2103188560

MUST BE DISPLAYED IN A CONSPICUOUS PLACE

License No.
2104063278

Expiration Date:
05/31/2026

This document is duly issued under the laws of the State of Michigan

HR Training & Education By Training Code

All Training Codes **All Resources**

All Training Dates

Resource	Seq	Date	Status	Grade	Degree	Hours	OSHA	MSHA	First Aid	CPR
500 OSHA #500 Trainer Course										
1370 McElhaney, Ronald G	16	02/22/19	Completed		N	32.00	Y	N	N	N
502 OSHA #502 Trainer Update										
1370 McElhaney, Ronald G	35	07/14/22	Completed		N	0.00	Y	N	N	N
1370 McElhaney, Ronald G	36	07/22/23	Completed		Y	0.00	N	N	N	N
510 OSHA 510										
1370 McElhaney, Ronald G	9	12/06/16	Completed		N	0.00	Y	N	N	N
Aer.Manlif Articulating Aerial Manlift										
601 Fergus, Jeremy D	10	05/06/14	Completed		N	0.00	N	N	N	N
819 Hughes, Donavon D	23	12/01/15	Completed		Y	0.00	N	N	N	N
1356 Maurer, Chadwick E	3	05/12/09	Completed		N	0.00	N	N	N	N
1610 Pilar Renteria, Luis E	3	12/01/15	Completed		Y	0.00	N	N	N	N
2010 Townsend, Jeremy W	10	08/18/14	Completed		Y	0.00	N	N	N	N
Aerial Aerial Work Platform Permit										
100 Abfalter, David M	1	05/16/09	Completed		N	9.00	N	N	N	N
502 Emmons III, Phillips C	13	04/23/13	Completed		N	0.00	N	N	N	N
1803 Rickman, Charles R	11	04/23/13	Completed		N	0.00	N	N	N	N
Asb40 40-Hour Asbestos Abatement										
603 Fiasky, Matthew W	17	01/30/15	Completed		N	40.00	N	N	N	N
1001 Jasman, Horace E	9	01/30/15	Completed		N	40.00	N	N	N	N
2010 Townsend, Jeremy W	11	01/30/15	Completed		N	40.00	N	N	N	N
AsbSup Asbestos Contractor Supervisor										
124 Allen, Javier L	1	02/07/22	Completed		Y	40.00	Y	N	N	N
124 Allen, Javier L	4	02/17/23	Completed		Y	8.00	Y	N	N	N
124 Allen, Javier L	5	02/16/24	Completed		Y	8.00	Y	N	N	N
358 Curry, Kaleb S	1	02/07/22	Completed		Y	40.00	Y	N	N	N
358 Curry, Kaleb S	3	02/17/23	Completed		Y	8.00	Y	N	N	N
358 Curry, Kaleb S	4	02/16/24	Completed		Y	8.00	Y	N	N	N
429 Dalla-Vecchia, Luciano G	1	02/07/22	Completed		Y	40.00	Y	N	N	N
429 Dalla-Vecchia, Luciano G	3	02/17/23	Completed		Y	8.00	Y	N	N	N
429 Dalla-Vecchia, Luciano G	5	02/16/24	Completed		Y	8.00	Y	N	N	N
501 Emmons Jr, Phillips C	11	09/11/09	Completed		N	0.00	N	N	N	N
501 Emmons Jr, Phillips C	31	01/12/16	Completed		N	8.00	N	N	N	N
501 Emmons Jr, Phillips C	34	01/26/17	Completed		N	8.00	N	N	N	N
501 Emmons Jr, Phillips C	40	03/30/18	Completed		N	8.00	N	N	N	N
501 Emmons Jr, Phillips C	42	02/18/19	Completed		N	8.00	N	N	N	N
501 Emmons Jr, Phillips C	48	03/14/20	Completed		N	8.00	N	N	N	N
501 Emmons Jr, Phillips C	52	02/26/21	Completed		N	8.00	Y	N	N	N
501 Emmons Jr, Phillips C	56	02/17/22	Completed		Y	8.00	Y	N	N	N
501 Emmons Jr, Phillips C	58	02/17/23	Completed		Y	8.00	Y	N	N	N
501 Emmons Jr, Phillips C	60	02/16/24	Completed		Y	8.00	Y	N	N	N
502 Emmons III, Phillips C	30	01/12/16	Completed		N	8.00	N	N	N	N
502 Emmons III, Phillips C	35	01/26/17	Completed		N	8.00	N	N	N	N
502 Emmons III, Phillips C	42	03/30/18	Completed		N	8.00	N	N	N	N
502 Emmons III, Phillips C	44	02/18/19	Completed		N	8.00	N	N	N	N
502 Emmons III, Phillips C	48	03/14/20	Completed		N	8.00	N	N	N	N
502 Emmons III, Phillips C	52	02/26/21	Completed		N	8.00	Y	N	N	N
502 Emmons III, Phillips C	53	02/17/22	Completed		Y	8.00	Y	N	N	N
502 Emmons III, Phillips C	55	02/17/23	Completed		Y	8.00	Y	N	N	N
502 Emmons III, Phillips C	57	02/16/24	Completed		Y	8.00	Y	N	N	N
602 Ferguson, Kevin E	3	02/12/19	Completed		Y	0.00	Y	N	N	N
602 Ferguson, Kevin E	7	03/14/20	Completed		N	8.00	N	N	N	N

HR Training & Education By Training Code

All Training Codes **All Resources**

All Training Dates

Resource	Seq	Date	Status	Grade	Degree	Hours	OSHA	MSHA	First Aid	CPR
AsbSup Asbestos Contractor Supervisor									- Continued	
602 Ferguson, Kevin E	10	02/26/21	Completed		N	8.00	Y	N	N	N
602 Ferguson, Kevin E	13	02/17/22	Completed		Y	8.00	Y	N	N	N
602 Ferguson, Kevin E	15	02/17/23	Completed		Y	8.00	Y	N	N	N
602 Ferguson, Kevin E	18	02/16/24	Completed		Y	8.00	Y	N	N	N
603 Fiasky, Matthew W	22	01/12/16	Completed		N	8.00	N	N	N	N
828 Hein, Kenneth D	6	03/10/17	Completed		Y	40.00	Y	N	N	N
828 Hein, Kenneth D	13	03/30/18	Completed		N	8.00	N	N	N	N
828 Hein, Kenneth D	14	02/18/19	Completed		N	8.00	N	N	N	N
828 Hein, Kenneth D	17	03/14/20	Completed		N	8.00	N	N	N	N
828 Hein, Kenneth D	18	02/26/21	Completed		N	8.00	Y	N	N	N
828 Hein, Kenneth D	19	02/17/22	Completed		Y	8.00	Y	N	N	N
828 Hein, Kenneth D	21	02/17/23	Completed		Y	8.00	Y	N	N	N
828 Hein, Kenneth D	22	02/16/24	Completed		Y	8.00	Y	N	N	N
1001 Jasman, Horace E	17	01/12/16	Completed		N	8.00	N	N	N	N
1001 Jasman, Horace E	22	01/26/17	Completed		N	8.00	N	N	N	N
1001 Jasman, Horace E	30	03/30/18	Completed		N	8.00	N	N	N	N
1001 Jasman, Horace E	32	02/18/19	Completed		N	8.00	N	N	N	N
1001 Jasman, Horace E	37	03/14/20	Completed		N	8.00	N	N	N	N
1001 Jasman, Horace E	40	02/26/21	Completed		N	8.00	Y	N	N	N
1001 Jasman, Horace E	42	02/17/22	Completed		Y	8.00	Y	N	N	N
1001 Jasman, Horace E	44	02/17/23	Completed		Y	8.00	Y	N	N	N
1001 Jasman, Horace E	46	02/16/24	Completed		Y	8.00	Y	N	N	N
1113 Keip, Brian J	18	03/10/17	Completed		Y	40.00	Y	N	N	N
1220 Lulham, Blake W	1	02/07/22	Completed		Y	40.00	Y	N	N	N
1220 Lulham, Blake W	3	02/17/23	Completed		Y	8.00	Y	N	N	N
1220 Lulham, Blake W	5	02/16/24	Completed		Y	8.00	Y	N	N	N
1352 MacKenzie, Thomas A	8	03/10/17	Completed		Y	40.00	Y	N	N	N
1352 MacKenzie, Thomas A	11	03/30/18	Completed		N	8.00	N	N	N	N
1352 MacKenzie, Thomas A	14	02/18/19	Completed		N	8.00	N	N	N	N
1352 MacKenzie, Thomas A	17	03/14/20	Completed		N	8.00	N	N	N	N
1352 MacKenzie, Thomas A	20	02/26/21	Completed		N	8.00	Y	N	N	N
1352 MacKenzie, Thomas A	23	02/17/22	Completed		Y	8.00	Y	N	N	N
1352 MacKenzie, Thomas A	24	02/16/24	Completed		Y	8.00	Y	N	N	N
1370 McElhaney, Ronald G	25	03/14/20	Completed		N	8.00	N	N	N	N
1370 McElhaney, Ronald G	29	02/26/21	Completed		N	8.00	Y	N	N	N
1370 McElhaney, Ronald G	33	02/17/22	Completed		Y	8.00	Y	N	N	N
1370 McElhaney, Ronald G	39	02/17/23	Completed		Y	8.00	Y	N	N	N
1370 McElhaney, Ronald G	42	02/16/24	Completed		Y	8.00	Y	N	N	N
1380 Mikula, Jason B	3	02/07/22	Completed		Y	40.00	Y	N	N	N
1380 Mikula, Jason B	5	02/17/23	Completed		Y	8.00	Y	N	N	N
1380 Mikula, Jason B	6	02/16/24	Completed		Y	8.00	Y	N	N	N
1381 Morel, James R	1	02/07/22	Completed		Y	40.00	Y	N	N	N
1381 Morel, James R	4	02/17/23	Completed		Y	8.00	Y	N	N	N
1381 Morel, James R	6	02/16/24	Completed		Y	8.00	Y	N	N	N
1382 Maddox, Collin J	2	02/07/22	Completed		Y	40.00	Y	N	N	N
1382 Maddox, Collin J	4	02/17/23	Completed		Y	8.00	Y	N	N	N
1382 Maddox, Collin J	5	02/16/24	Completed		Y	8.00	Y	N	N	N
1610 Pilar Renteria, Luis E	5	03/10/17	Completed		Y	40.00	Y	N	N	N
1610 Pilar Renteria, Luis E	11	03/30/18	Completed		N	8.00	N	N	N	N
1610 Pilar Renteria, Luis E	13	02/18/19	Completed		N	8.00	N	N	N	N
1620 Platte, Roger M	3	03/10/17	Completed		Y	40.00	Y	N	N	N
1620 Platte, Roger M	6	03/30/18	Completed		N	8.00	N	N	N	N
1620 Platte, Roger M	7	03/14/20	Completed		N	8.00	N	N	N	N

HR Training & Education By Training Code

All Training Codes **All Resources**

All Training Dates

Resource	Seq	Date	Status	Grade	Degree	Hours	OSHA	MSHA	First Aid	CPR
AsbSup Asbestos Contractor Supervisor									- Continued	
1620 Platte, Roger M	8	03/04/21	Completed		N	8.00	N	N	N	N
1620 Platte, Roger M	9	02/17/22	Completed		Y	8.00	Y	N	N	N
1620 Platte, Roger M	11	02/17/23	Completed		Y	8.00	Y	N	N	N
1620 Platte, Roger M	13	02/16/24	Completed		Y	8.00	Y	N	N	N
1626 Pierson, Brian L	11	03/08/19	Completed		Y	0.00	Y	N	N	N
1626 Pierson, Brian L	15	03/14/20	Completed		N	8.00	N	N	N	N
1626 Pierson, Brian L	18	02/26/21	Completed		N	8.00	Y	N	N	N
1626 Pierson, Brian L	22	02/17/22	Completed		Y	8.00	Y	N	N	N
1626 Pierson, Brian L	24	02/17/23	Completed		Y	8.00	Y	N	N	N
1626 Pierson, Brian L	27	02/16/24	Completed		Y	8.00	Y	N	N	N
1648 Phillips, Cameron D	1	02/07/22	Completed		Y	40.00	Y	N	N	N
1648 Phillips, Cameron D	3	02/17/23	Completed		Y	8.00	Y	N	N	N
1648 Phillips, Cameron D	4	02/16/24	Completed		Y	8.00	Y	N	N	N
1827 Ridner, Taran R	5	02/07/22	Completed		Y	40.00	Y	N	N	N
1827 Ridner, Taran R	8	02/17/23	Completed		Y	8.00	Y	N	N	N
1827 Ridner, Taran R	10	02/16/24	Completed		Y	8.00	Y	N	N	N
1951 Somers, Matthew M	1		Completed		N	0.00	Y	N	N	N
1951 Somers, Matthew M	4	03/30/18	Completed		N	8.00	N	N	N	N
1951 Somers, Matthew M	6	02/18/19	Completed		N	8.00	N	N	N	N
1966 Smith, Michael J	3	02/07/22	Completed		Y	40.00	Y	N	N	N
1966 Smith, Michael J	6	02/17/23	Completed		Y	8.00	Y	N	N	N
1966 Smith, Michael J	8	02/16/24	Completed		Y	8.00	Y	N	N	N
2010 Townsend, Jeremy W	19	01/12/16	Completed		N	8.00	N	N	N	N
2010 Townsend, Jeremy W	23	01/26/17	Completed		N	8.00	N	N	N	N
2010 Townsend, Jeremy W	28	03/30/18	Completed		N	8.00	N	N	N	N
2010 Townsend, Jeremy W	31	02/18/19	Completed		N	8.00	N	N	N	N
2010 Townsend, Jeremy W	36	03/14/20	Completed		N	8.00	N	N	N	N
2010 Townsend, Jeremy W	39	02/26/21	Completed		N	8.00	Y	N	N	N
2010 Townsend, Jeremy W	42	02/17/22	Completed		Y	8.00	Y	N	N	N
2010 Townsend, Jeremy W	45	02/17/23	Completed		Y	8.00	Y	N	N	N
2010 Townsend, Jeremy W	47	02/16/24	Completed		Y	8.00	Y	N	N	N
2303 Warren, Matthew J	10	03/10/17	Completed		Y	40.00	Y	N	N	N
2303 Warren, Matthew J	17	03/30/18	Completed		N	8.00	N	N	N	N
2303 Warren, Matthew J	19	02/18/19	Completed		N	8.00	N	N	N	N
2303 Warren, Matthew J	22	03/14/20	Completed		N	8.00	N	N	N	N
2303 Warren, Matthew J	23	02/26/21	Completed		N	8.00	Y	N	N	N
2303 Warren, Matthew J	24	02/17/22	Completed		Y	8.00	Y	N	N	N
2303 Warren, Matthew J	26	02/17/23	Completed		Y	8.00	Y	N	N	N
2303 Warren, Matthew J	27	02/16/24	Completed		Y	8.00	Y	N	N	N
2326 Warren, Forest G	7	02/07/22	Completed		Y	40.00	Y	N	N	N
2326 Warren, Forest G	9	02/17/23	Completed		Y	8.00	Y	N	N	N
2326 Warren, Forest G	10	02/16/24	Completed		Y	8.00	Y	N	N	N
BLifeS Basic Life Support										
1370 McElhaney, Ronald G	32	11/26/21	Completed		N	0.00	Y	N	Y	Y
1381 Morel, James R	2	02/26/22	Completed		N	0.00	N	N	Y	Y
BrakeInsp Brake Inspector Certification										
210 Bigford Jr., Guy L	4	04/27/11	Completed		N	0.00	N	N	N	N
312 Clark, Dale E	10	04/27/11	Completed		N	0.00	N	N	N	N
CO Crane Operator Permit										
819 Hughes, Donavon D	17	08/21/14	Completed		N	0.00	N	N	N	N
1503 Otto, Cameron W	1	06/02/09	Completed		N	0.00	N	N	N	N
1503 Otto, Cameron W	3	08/31/06	Completed		N	0.00	N	N	N	N

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All Training Codes **All Resources**

All Training Dates

Resource	Seq	Date	Status	Grade	Degree	Hours	OSHA	MSHA	First Aid	CPR
CO Crane Operator Permit									- Continued	
1503 Otto, Cameron W	7	04/14/11	Completed		N	0.00	N	N	N	N
1628 Purvis, Carl E	3	04/14/11	Completed		N	0.00	N	N	N	N
1628 Purvis, Carl E	7	08/21/14	Completed		N	0.00	N	N	N	N
CompGas Compressed Gas Cylinders										
210 Bigford Jr., Guy L	11	09/22/16	Completed		N	0.00	N	N	N	N
312 Clark, Dale E	25	09/22/16	Completed		N	0.00	N	N	N	N
411 Deemer, Bryon C	10	09/22/16	Completed		N	0.00	N	N	N	N
1206 Lindow, Michael W	8	09/22/16	Completed		N	0.00	N	N	N	N
Conc Concrete Basics										
1301 MacKenzie, Stephanie L	6	02/16/04	Completed		N	40.00	N	N	N	N
ConcFT Concrete Field Testing Tech										
700 Garcia, Felipe	3	02/16/17	Completed		N	0.00	N	N	N	N
1604 Phillips, Mark V	9	02/16/17	Completed		N	0.00	N	N	N	N
1610 Pilar Renteria, Luis E	7	02/16/17	Completed		N	0.00	N	N	N	N
CoSaf Company-wide Safety Meeting										
100 Abfalter, David M	26	03/27/15	Completed		N	0.00	N	N	N	N
100 Abfalter, David M	39	04/28/17	Completed		N	0.00	Y	N	N	N
100 Abfalter, David M	44	03/23/18	Completed		N	0.00	Y	N	N	N
100 Abfalter, David M	48	03/22/19	Completed		N	0.00	Y	N	N	N
100 Abfalter, David M	55	03/03/23	Completed		N	5.00	Y	N	N	N
100 Abfalter, David M	58	03/15/24	Completed		N	5.00	Y	N	N	N
106 Andries, Roman A	20	04/28/17	Completed		N	0.00	Y	N	N	N
106 Andries, Roman A	24	03/23/18	Completed		N	0.00	Y	N	N	N
106 Andries, Roman A	26	03/22/19	Completed		N	0.00	Y	N	N	N
124 Allen, Javier L	3	03/03/23	Completed		N	5.00	Y	N	N	N
124 Allen, Javier L	6	03/15/24	In Progress		N	5.00	Y	N	N	N
125 Adame, Francisco J	1	03/03/23	Completed		N	5.00	Y	N	N	N
125 Adame, Francisco J	3	03/15/24	Completed		N	5.00	Y	N	N	N
126 Adame Jr., Francisco J	1	03/03/23	Completed		N	5.00	Y	N	N	N
126 Adame Jr., Francisco J	3	03/15/24	Completed		N	5.00	Y	N	N	N
127 Atwell, Kaleb G	3	03/15/24	Completed		N	5.00	Y	N	N	N
210 Bigford Jr., Guy L	8	03/27/15	Completed		N	0.00	N	N	N	N
210 Bigford Jr., Guy L	12	04/28/17	Completed		N	0.00	Y	N	N	N
210 Bigford Jr., Guy L	13	03/23/18	Completed		N	0.00	Y	N	N	N
210 Bigford Jr., Guy L	16	03/22/19	Completed		N	0.00	Y	N	N	N
210 Bigford Jr., Guy L	19	03/03/23	Completed		N	5.00	Y	N	N	N
210 Bigford Jr., Guy L	20	03/15/24	Completed		N	5.00	Y	N	N	N
221 Bailey, Micah	11	04/28/17	Completed		N	0.00	Y	N	N	N
221 Bailey, Micah	14	03/23/18	Completed		N	0.00	Y	N	N	N
221 Bailey, Micah	21	03/15/24	Completed		N	5.00	Y	N	N	N
226 Bivins, Zachary T	2	03/27/15	Completed		N	0.00	N	N	N	N
226 Bivins, Zachary T	3	04/28/17	Completed		N	0.00	Y	N	N	N
226 Bivins, Zachary T	4	03/23/18	Completed		N	0.00	Y	N	N	N
226 Bivins, Zachary T	6	03/22/19	Completed		N	0.00	Y	N	N	N
226 Bivins, Zachary T	9	03/03/23	Completed		N	5.00	Y	N	N	N
226 Bivins, Zachary T	11	03/15/24	Completed		N	5.00	Y	N	N	N
228 Bultema, Stephen C	4	03/03/23	Completed		N	5.00	Y	N	N	N
238 Benson, Glen J	1	03/27/15	Completed		N	0.00	N	N	N	N
238 Benson, Glen J	2	04/28/17	Completed		N	0.00	Y	N	N	N
238 Benson, Glen J	3	03/23/18	Completed		N	0.00	Y	N	N	N
238 Benson, Glen J	4	03/22/19	Completed		N	0.00	Y	N	N	N
238 Benson, Glen J	5	03/03/23	Completed		N	5.00	Y	N	N	N

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All Training Codes **All Resources**

All Training Dates

Resource	Seq	Date	Status	Grade	Degree	Hours	OSHA	MSHA	First Aid	CPR
CoSaf Company-wide Safety Meeting									- Continued	
238 Benson, Glen J	6	03/15/24	Completed		N	5.00	Y	N	N	N
250 Bradley, Michael G	2	03/03/23	Completed		N	5.00	Y	N	N	N
250 Bradley, Michael G	4	03/15/24	Completed		N	5.00	Y	N	N	N
255 Barendse, Logan B	1	03/03/23	Completed		N	5.00	Y	N	N	N
255 Barendse, Logan B	3	03/15/24	Completed		N	5.00	Y	N	N	N
257 Braun, Kayne M	1	03/15/24	Completed		N	5.00	Y	N	N	N
258 Bonilla, Caleb N	1	03/15/24	Completed		N	5.00	Y	N	N	N
312 Clark, Dale E	20	03/27/15	Completed		N	0.00	N	N	N	N
312 Clark, Dale E	26	04/28/17	Completed		N	0.00	Y	N	N	N
312 Clark, Dale E	31	03/22/19	Completed		N	0.00	Y	N	N	N
312 Clark, Dale E	34	03/03/23	Completed		N	5.00	Y	N	N	N
312 Clark, Dale E	35	03/15/24	Completed		N	5.00	Y	N	N	N
318 Cornwell, Jack L	9	04/28/17	Completed		N	0.00	Y	N	N	N
318 Cornwell, Jack L	12	03/22/19	Completed		N	0.00	Y	N	N	N
318 Cornwell, Jack L	15	03/03/23	Completed		N	5.00	Y	N	N	N
318 Cornwell, Jack L	19	03/15/24	Completed		N	5.00	Y	N	N	N
322 Curby, Russell J	18	03/27/15	Completed		N	0.00	N	N	N	N
322 Curby, Russell J	24	04/28/17	Completed		N	0.00	Y	N	N	N
322 Curby, Russell J	27	03/23/18	Completed		N	0.00	Y	N	N	N
322 Curby, Russell J	31	03/22/19	Completed		N	0.00	Y	N	N	N
322 Curby, Russell J	37	03/03/23	Completed		N	5.00	Y	N	N	N
322 Curby, Russell J	38	03/15/24	Completed		N	5.00	Y	N	N	N
331 Clark Jr., Kenneth B	2	03/27/15	Completed		N	0.00	N	N	N	N
331 Clark Jr., Kenneth B	3	04/28/17	Completed		N	0.00	Y	N	N	N
331 Clark Jr., Kenneth B	5	03/23/18	Completed		N	0.00	Y	N	N	N
331 Clark Jr., Kenneth B	6	03/22/19	Completed		N	0.00	Y	N	N	N
331 Clark Jr., Kenneth B	7	03/03/23	Completed		N	5.00	Y	N	N	N
331 Clark Jr., Kenneth B	9	03/15/24	Completed		N	5.00	Y	N	N	N
358 Curry, Kaleb S	2	03/03/23	Completed		N	5.00	Y	N	N	N
358 Curry, Kaleb S	6	03/15/24	Completed		N	5.00	Y	N	N	N
362 Cook, Dustin J	1	03/03/23	Completed		N	5.00	Y	N	N	N
362 Cook, Dustin J	3	03/15/24	Completed		N	5.00	Y	N	N	N
371 Cooper, Wyatt B	2	03/15/24	Completed		N	5.00	Y	N	N	N
372 Childers, Brian S	1	03/03/23	Completed		N	5.00	Y	N	N	N
372 Childers, Brian S	3	03/15/24	Completed		N	5.00	Y	N	N	N
374 Carter, Steven S	2	03/15/24	Completed		N	5.00	Y	N	N	N
375 Cisneros, Jesus A	2	03/15/24	Completed		N	5.00	Y	N	N	N
376 Cisneros, Martin	3	03/15/24	Completed		N	5.00	Y	N	N	N
411 Deemer, Bryon C	4	03/27/15	Completed		N	0.00	N	N	N	N
411 Deemer, Bryon C	11	04/28/17	Completed		N	0.00	Y	N	N	N
411 Deemer, Bryon C	15	03/23/18	Completed		N	0.00	Y	N	N	N
411 Deemer, Bryon C	18	03/22/19	Completed		N	0.00	Y	N	N	N
411 Deemer, Bryon C	20	03/03/23	Completed		N	5.00	Y	N	N	N
411 Deemer, Bryon C	22	03/15/24	Completed		N	5.00	Y	N	N	N
417 Dean, Dennis R	2	03/22/19	Completed		N	0.00	Y	N	N	N
417 Dean, Dennis R	4	03/15/24	Completed		N	5.00	Y	N	N	N
420 Dionise, Nicholas B	4	03/03/23	Completed		N	5.00	Y	N	N	N
420 Dionise, Nicholas B	6	03/15/24	Completed		N	5.00	Y	N	N	N
429 Dalla-Vecchia, Luciano G	2	03/03/23	Completed		N	5.00	Y	N	N	N
429 Dalla-Vecchia, Luciano G	7	03/15/24	Completed		N	5.00	Y	N	N	N
432 Densteadt, Brent D	1	03/03/23	Completed		N	5.00	Y	N	N	N
432 Densteadt, Brent D	2	03/15/24	Completed		N	5.00	Y	N	N	N
434 Durham, Joshua B	4	03/15/24	Completed		N	5.00	Y	N	N	N

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All Training Dates

Resource	Seq	Date	Status	Grade	Degree	Hours	OSHA	MSHA	First Aid	CPR
CoSaf Company-wide Safety Meeting									- Continued	
436 Dean Jr, Douglas F	3	03/15/24	Completed		N	5.00	Y	N	N	N
437 Darmer, Payton R	1	03/15/24	Completed		N	5.00	Y	N	N	N
501 Emmons Jr, Phillips C	27	03/27/15	Completed		N	0.00	N	N	N	N
501 Emmons Jr, Phillips C	39	03/23/18	Completed		N	0.00	Y	N	N	N
501 Emmons Jr, Phillips C	46	03/22/19	Completed		N	0.00	Y	N	N	N
501 Emmons Jr, Phillips C	57	03/03/23	Completed		N	5.00	Y	N	N	N
502 Emmons III, Phillips C	25	03/27/15	Completed		N	0.00	N	N	N	N
502 Emmons III, Phillips C	41	03/23/18	Completed		N	0.00	Y	N	N	N
502 Emmons III, Phillips C	46	03/22/19	Completed		N	0.00	Y	N	N	N
502 Emmons III, Phillips C	54	03/03/23	Completed		N	5.00	Y	N	N	N
502 Emmons III, Phillips C	59	03/15/24	Completed		N	5.00	Y	N	N	N
503 Everett, Gregory D	5	04/28/17	Completed		N	0.00	Y	N	N	N
503 Everett, Gregory D	7	03/23/18	Completed		N	0.00	Y	N	N	N
512 Elliot, Shawn E	2	03/22/19	Completed		N	0.00	Y	N	N	N
512 Elliot, Shawn E	4	03/03/23	Completed		N	5.00	Y	N	N	N
512 Elliot, Shawn E	6	03/15/24	Completed		N	5.00	Y	N	N	N
601 Fergus, Jeremy D	12	03/27/15	Completed		N	0.00	N	N	N	N
601 Fergus, Jeremy D	21	04/28/17	Completed		N	0.00	Y	N	N	N
601 Fergus, Jeremy D	24	03/23/18	Completed		N	0.00	Y	N	N	N
601 Fergus, Jeremy D	30	03/22/19	Completed		N	0.00	Y	N	N	N
601 Fergus, Jeremy D	36	03/03/23	Completed		N	5.00	Y	N	N	N
601 Fergus, Jeremy D	39	03/15/24	Completed		N	5.00	Y	N	N	N
602 Ferguson, Kevin E	14	03/03/23	Completed		N	5.00	Y	N	N	N
602 Ferguson, Kevin E	21	03/15/24	Completed		N	5.00	Y	N	N	N
603 Fiasky, Matthew W	21	03/27/15	Completed		N	0.00	N	N	N	N
603 Fiasky, Matthew W	26	04/28/17	Completed		N	0.00	Y	N	N	N
603 Fiasky, Matthew W	30	03/23/18	Completed		N	0.00	Y	N	N	N
603 Fiasky, Matthew W	34	03/22/19	Completed		N	0.00	Y	N	N	N
603 Fiasky, Matthew W	38	03/03/23	Completed		N	5.00	Y	N	N	N
603 Fiasky, Matthew W	41	03/15/24	Completed		N	5.00	Y	N	N	N
627 Foy, Nicholas J	2	03/23/18	Completed		N	0.00	Y	N	N	N
627 Foy, Nicholas J	5	03/22/19	Completed		N	0.00	Y	N	N	N
627 Foy, Nicholas J	8	03/03/23	Completed		N	5.00	Y	N	N	N
627 Foy, Nicholas J	10	03/15/24	Completed		N	5.00	Y	N	N	N
631 Fatura, Carl J	2	03/03/23	Completed		N	5.00	Y	N	N	N
631 Fatura, Carl J	5	03/15/24	Completed		N	5.00	Y	N	N	N
637 Fox, Jacob R	1	03/15/24	Completed		N	5.00	Y	N	N	N
700 Garcia, Felipe	2	04/28/17	Completed		N	0.00	Y	N	N	N
700 Garcia, Felipe	5	03/23/18	Completed		N	0.00	Y	N	N	N
700 Garcia, Felipe	7	03/22/19	Completed		N	0.00	Y	N	N	N
700 Garcia, Felipe	10	03/03/23	Completed		N	5.00	Y	N	N	N
700 Garcia, Felipe	12	03/15/24	Completed		N	5.00	Y	N	N	N
711 Grummet, Ted J	10	03/27/15	Completed		N	0.00	N	N	N	N
711 Grummet, Ted J	14	04/28/17	Completed		N	0.00	Y	N	N	N
711 Grummet, Ted J	18	03/23/18	Completed		N	0.00	Y	N	N	N
711 Grummet, Ted J	21	03/22/19	Completed		N	0.00	Y	N	N	N
711 Grummet, Ted J	23	03/03/23	Completed		N	5.00	Y	N	N	N
711 Grummet, Ted J	26	03/15/24	Completed		N	5.00	Y	N	N	N
724 Guevara, Juan M	2	03/23/18	Completed		N	0.00	Y	N	N	N
724 Guevara, Juan M	4	03/22/19	Completed		N	0.00	Y	N	N	N
724 Guevara, Juan M	6	03/03/23	Completed		N	5.00	Y	N	N	N
724 Guevara, Juan M	7	03/15/24	Completed		N	5.00	Y	N	N	N
726 Gutierrez, Jose L	2	03/15/24	Completed		N	5.00	Y	N	N	N

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All Training Codes **All Resources**

All Training Dates

Resource	Seq	Date	Status	Grade	Degree	Hours	OSHA	MSHA	First Aid	CPR
CoSaf Company-wide Safety Meeting									- Continued	
730 Garcia, Xavier J	2	03/15/24	Completed		N	5.00	Y	N	N	N
732 Gilmartin, Brock T	2	03/15/24	Completed		N	5.00	Y	N	N	N
733 Gilmartin, Bruce R	2	03/15/24	Completed		N	5.00	Y	N	N	N
735 Gallagher, Bryan K	1	03/15/24	Completed		N	5.00	Y	N	N	N
802 Hampton, Matthew S	1	04/28/17	Completed		N	0.00	Y	N	N	N
802 Hampton, Matthew S	4	03/22/19	Completed		N	0.00	Y	N	N	N
802 Hampton, Matthew S	7	03/15/24	Completed		N	5.00	Y	N	N	N
804 Harr, Stephen A	5	03/27/15	Completed		N	0.00	N	N	N	N
804 Harr, Stephen A	7	04/28/17	Completed		N	0.00	Y	N	N	N
804 Harr, Stephen A	8	03/23/18	Completed		N	0.00	Y	N	N	N
804 Harr, Stephen A	9	03/22/19	Completed		N	0.00	Y	N	N	N
804 Harr, Stephen A	10	03/03/23	Completed		N	5.00	Y	N	N	N
804 Harr, Stephen A	12	03/15/24	Completed		N	5.00	Y	N	N	N
813 Hildenbrand, Thomas F	4	03/27/15	Completed		N	0.00	N	N	N	N
813 Hildenbrand, Thomas F	7	04/28/17	Completed		N	0.00	Y	N	N	N
813 Hildenbrand, Thomas F	8	03/23/18	Completed		N	0.00	Y	N	N	N
813 Hildenbrand, Thomas F	10	03/22/19	Completed		N	0.00	Y	N	N	N
813 Hildenbrand, Thomas F	11	03/03/23	Completed		N	5.00	Y	N	N	N
813 Hildenbrand, Thomas F	12	03/15/24	Completed		N	5.00	Y	N	N	N
814 Horstman, Eric L	23	03/27/15	Completed		N	0.00	N	N	N	N
814 Horstman, Eric L	32	04/28/17	Completed		N	0.00	Y	N	N	N
814 Horstman, Eric L	38	03/23/18	Completed		N	0.00	Y	N	N	N
814 Horstman, Eric L	42	03/22/19	Completed		N	0.00	Y	N	N	N
814 Horstman, Eric L	47	03/03/23	Completed		N	5.00	Y	N	N	N
814 Horstman, Eric L	51	03/15/24	Completed		N	5.00	Y	N	N	N
816 Hosler, Timothy L	3	03/15/24	Completed		N	5.00	Y	N	N	N
818 Goddard, Heather M	4	03/27/15	Completed		N	0.00	N	N	N	N
818 Goddard, Heather M	5	04/28/17	Completed		N	0.00	Y	N	N	N
818 Goddard, Heather M	6	03/22/19	Completed		N	0.00	Y	N	N	N
819 Hughes, Donavon D	20	03/27/15	Completed		N	0.00	N	N	N	N
819 Hughes, Donavon D	31	04/28/17	Completed		N	0.00	Y	N	N	N
819 Hughes, Donavon D	35	03/23/18	Completed		N	0.00	Y	N	N	N
819 Hughes, Donavon D	41	03/22/19	Completed		N	0.00	Y	N	N	N
819 Hughes, Donavon D	49	03/03/23	Completed		N	5.00	Y	N	N	N
819 Hughes, Donavon D	52	03/15/24	Completed		N	5.00	Y	N	N	N
820 Hughes, Patrick L	13	03/27/15	Completed		N	0.00	N	N	N	N
820 Hughes, Patrick L	20	04/28/17	Completed		N	0.00	Y	N	N	N
820 Hughes, Patrick L	25	03/23/18	Completed		N	0.00	Y	N	N	N
820 Hughes, Patrick L	31	03/22/19	Completed		N	0.00	Y	N	N	N
820 Hughes, Patrick L	41	03/03/23	Completed		N	5.00	Y	N	N	N
820 Hughes, Patrick L	44	03/15/24	Completed		N	5.00	Y	N	N	N
827 Hallenbeck, Mitch L	8	03/27/15	Completed		N	0.00	N	N	N	N
827 Hallenbeck, Mitch L	11	04/28/17	Completed		N	0.00	Y	N	N	N
828 Hein, Kenneth D	4	03/27/15	Completed		N	0.00	N	N	N	N
828 Hein, Kenneth D	7	04/28/17	Completed		N	0.00	Y	N	N	N
828 Hein, Kenneth D	12	03/23/18	Completed		N	0.00	Y	N	N	N
828 Hein, Kenneth D	16	03/22/19	Completed		N	0.00	Y	N	N	N
828 Hein, Kenneth D	20	03/03/23	Completed		N	5.00	Y	N	N	N
828 Hein, Kenneth D	25	03/15/24	Completed		N	5.00	Y	N	N	N
843 Horstman, Keegan L	1	03/15/24	Completed		N	5.00	Y	N	N	N
855 Horton, Brock C	1	03/03/23	Completed		N	5.00	Y	N	N	N
855 Horton, Brock C	3	03/15/24	Completed		N	5.00	Y	N	N	N
857 Hester, Trajan A	1	03/03/23	Completed		N	5.00	Y	N	N	N

HR Training & Education By Training Code

All Training Codes **All Resources**

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Resource	Seq	Date	Status	Grade	Degree	Hours	OSHA	MSHA	First Aid	CPR
CoSaf Company-wide Safety Meeting									- Continued	
857 Hester, Trajan A	4	03/15/24	Completed		N	5.00	Y	N	N	N
860 Heifner, Kenneth C	2	03/15/24	Completed		N	5.00	Y	N	N	N
1001 Jasman, Horace E	13	03/27/15	Completed		N	0.00	N	N	N	N
1001 Jasman, Horace E	25	04/28/17	Completed		N	0.00	Y	N	N	N
1001 Jasman, Horace E	35	03/22/19	Completed		N	0.00	Y	N	N	N
1001 Jasman, Horace E	43	03/03/23	Completed		N	5.00	Y	N	N	N
1001 Jasman, Horace E	49	03/15/24	Completed		N	5.00	Y	N	N	N
1007 Julson, Tyler A	4	03/27/15	Completed		N	0.00	N	N	N	N
1007 Julson, Tyler A	6	04/28/17	Completed		N	0.00	Y	N	N	N
1007 Julson, Tyler A	8	03/23/18	Completed		N	0.00	Y	N	N	N
1007 Julson, Tyler A	10	03/22/19	Completed		N	0.00	Y	N	N	N
1007 Julson, Tyler A	11	03/03/23	Completed		N	5.00	Y	N	N	N
1007 Julson, Tyler A	12	03/15/24	Completed		N	5.00	Y	N	N	N
1011 Jaquette, David M	3	03/22/19	Completed		N	0.00	Y	N	N	N
1011 Jaquette, David M	7	03/03/23	Completed		N	5.00	Y	N	N	N
1011 Jaquette, David M	10	03/15/24	Completed		N	5.00	Y	N	N	N
1016 Julson, Ronald N	1	03/03/23	Completed		N	5.00	Y	N	N	N
1016 Julson, Ronald N	3	03/15/24	Completed		N	5.00	Y	N	N	N
1101 Kempher, Daryl B	6	03/27/15	Completed		N	0.00	N	N	N	N
1101 Kempher, Daryl B	10	04/28/17	Completed		N	0.00	Y	N	N	N
1101 Kempher, Daryl B	11	03/23/18	Completed		N	0.00	Y	N	N	N
1101 Kempher, Daryl B	14	03/22/19	Completed		N	0.00	Y	N	N	N
1101 Kempher, Daryl B	17	03/03/23	Completed		N	5.00	Y	N	N	N
1101 Kempher, Daryl B	20	03/15/24	Completed		N	5.00	Y	N	N	N
1104 Kindinger, David B	3	03/27/15	Completed		N	0.00	N	N	N	N
1113 Keip, Brian J	11	03/27/15	Completed		N	0.00	N	N	N	N
1113 Keip, Brian J	19	04/28/17	Completed		N	0.00	Y	N	N	N
1113 Keip, Brian J	23	03/23/18	Completed		N	0.00	Y	N	N	N
1113 Keip, Brian J	26	03/22/19	Completed		N	0.00	Y	N	N	N
1113 Keip, Brian J	32	03/03/23	Completed		N	5.00	Y	N	N	N
1113 Keip, Brian J	35	03/15/24	Completed		N	5.00	Y	N	N	N
1125 Keifer, Kyle J	2	03/03/23	Completed		N	5.00	Y	N	N	N
1125 Keifer, Kyle J	4	03/15/24	Completed		N	5.00	Y	N	N	N
1200 Lampman, Aaron D	2	03/27/15	Completed		N	0.00	N	N	N	N
1200 Lampman, Aaron D	5	04/28/17	Completed		N	0.00	Y	N	N	N
1200 Lampman, Aaron D	6	03/23/18	Completed		N	0.00	Y	N	N	N
1200 Lampman, Aaron D	7	03/22/19	Completed		N	0.00	Y	N	N	N
1200 Lampman, Aaron D	11	03/15/24	Completed		N	5.00	Y	N	N	N
1206 Lindow, Michael W	5	03/27/15	Completed		N	0.00	N	N	N	N
1206 Lindow, Michael W	9	04/28/17	Completed		N	0.00	Y	N	N	N
1206 Lindow, Michael W	11	03/23/18	Completed		N	0.00	Y	N	N	N
1206 Lindow, Michael W	13	03/22/19	Completed		N	0.00	Y	N	N	N
1206 Lindow, Michael W	15	03/03/23	Completed		N	5.00	Y	N	N	N
1206 Lindow, Michael W	16	03/15/24	Completed		N	5.00	Y	N	N	N
1215 Lopez, Billy A	1	04/28/17	Completed		N	0.00	Y	N	N	N
1215 Lopez, Billy A	3	03/23/18	Completed		N	0.00	Y	N	N	N
1215 Lopez, Billy A	4	03/22/19	Completed		N	0.00	Y	N	N	N
1215 Lopez, Billy A	7	03/03/23	Completed		N	5.00	Y	N	N	N
1215 Lopez, Billy A	9	03/15/24	Completed		N	5.00	Y	N	N	N
1219 Luna Luevanos, Jose Trinidad	2	03/03/23	Completed		N	5.00	Y	N	N	N
1219 Luna Luevanos, Jose Trinidad	4	03/15/24	Completed		N	5.00	Y	N	N	N
1220 Lulham, Blake W	2	03/03/23	Completed		N	5.00	Y	N	N	N
1220 Lulham, Blake W	7	03/15/24	Completed		N	5.00	Y	N	N	N

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Resource	Seq	Date	Status	Grade	Degree	Hours	OSHA	MSHA	First Aid	CPR
CoSaf Company-wide Safety Meeting									- Continued	
1226 Ledford, Grant C	1	03/03/23	Completed		N	5.00	Y	N	N	N
1226 Ledford, Grant C	4	03/15/24	Completed		N	5.00	Y	N	N	N
1301 MacKenzie, Stephanie L	17	03/27/15	Completed		N	0.00	N	N	N	N
1301 MacKenzie, Stephanie L	20	04/28/17	Completed		N	0.00	Y	N	N	N
1301 MacKenzie, Stephanie L	24	03/22/19	Completed		N	0.00	Y	N	N	N
1302 MacKenzie, Thomas E	28	03/27/15	Completed		N	0.00	N	N	N	N
1302 MacKenzie, Thomas E	37	04/28/17	Completed		N	0.00	Y	N	N	N
1302 MacKenzie, Thomas E	44	03/22/19	Completed		N	0.00	Y	N	N	N
1302 MacKenzie, Thomas E	51	03/03/23	Completed		N	5.00	Y	N	N	N
1302 MacKenzie, Thomas E	53	03/15/24	Completed		N	5.00	Y	N	N	N
1304 Marks, Michael Scott	10	03/27/15	Completed		N	0.00	N	N	N	N
1304 Marks, Michael Scott	13	04/28/17	Completed		N	0.00	Y	N	N	N
1304 Marks, Michael Scott	15	03/22/19	Completed		N	0.00	Y	N	N	N
1309 McLean, Jacob M	11	04/28/17	Completed		N	0.00	Y	N	N	N
1309 McLean, Jacob M	14	03/23/18	Completed		N	0.00	Y	N	N	N
1309 McLean, Jacob M	16	03/03/23	Completed		N	5.00	Y	N	N	N
1309 McLean, Jacob M	19	03/15/24	Completed		N	5.00	Y	N	N	N
1312 McNamara, Dennis J	11	04/28/17	Completed		N	0.00	Y	N	N	N
1312 McNamara, Dennis J	12	03/23/18	Completed		N	0.00	Y	N	N	N
1312 McNamara, Dennis J	16	03/22/19	Completed		N	0.00	Y	N	N	N
1312 McNamara, Dennis J	17	03/15/24	Completed		N	5.00	Y	N	N	N
1315 Melvin, Cornie	16	03/27/15	Completed		N	0.00	N	N	N	N
1315 Melvin, Cornie	21	04/28/17	Completed		N	0.00	Y	N	N	N
1315 Melvin, Cornie	24	03/23/18	Completed		N	0.00	Y	N	N	N
1315 Melvin, Cornie	28	03/22/19	Completed		N	0.00	Y	N	N	N
1315 Melvin, Cornie	30	03/15/24	Completed		N	5.00	Y	N	N	N
1328 Meingasner, Roger E	3	04/28/17	Completed		N	0.00	Y	N	N	N
1328 Meingasner, Roger E	4	03/23/18	Completed		N	0.00	Y	N	N	N
1328 Meingasner, Roger E	7	03/22/19	Completed		N	0.00	Y	N	N	N
1328 Meingasner, Roger E	10	03/03/23	Completed		N	5.00	Y	N	N	N
1328 Meingasner, Roger E	13	03/15/24	Completed		N	5.00	Y	N	N	N
1352 MacKenzie, Thomas A	9	04/28/17	Completed		N	0.00	Y	N	N	N
1352 MacKenzie, Thomas A	10	03/23/18	Completed		N	0.00	Y	N	N	N
1352 MacKenzie, Thomas A	15	03/22/19	Completed		N	0.00	Y	N	N	N
1352 MacKenzie, Thomas A	25	03/15/24	Completed		N	5.00	Y	N	N	N
1355 McPhee, Sean M	2	03/27/15	Completed		N	0.00	N	N	N	N
1355 McPhee, Sean M	12	04/28/17	Completed		N	0.00	Y	N	N	N
1355 McPhee, Sean M	15	03/23/18	Completed		N	0.00	Y	N	N	N
1355 McPhee, Sean M	18	03/22/19	Completed		N	0.00	Y	N	N	N
1355 McPhee, Sean M	27	03/15/24	Completed		N	5.00	Y	N	N	N
1356 Maurer, Chadwick E	5	03/27/15	Completed		N	0.00	N	N	N	N
1356 Maurer, Chadwick E	10	04/28/17	Completed		N	0.00	Y	N	N	N
1356 Maurer, Chadwick E	12	03/23/18	Completed		N	0.00	Y	N	N	N
1356 Maurer, Chadwick E	14	03/22/19	Completed		N	0.00	Y	N	N	N
1356 Maurer, Chadwick E	16	03/03/23	Completed		N	5.00	Y	N	N	N
1356 Maurer, Chadwick E	17	03/15/24	Completed		N	5.00	Y	N	N	N
1367 Merryfield, Chase A	1	03/22/19	Completed		N	0.00	Y	N	N	N
1367 Merryfield, Chase A	3	03/15/24	Completed		N	5.00	Y	N	N	N
1370 McElhaney, Ronald G	21	03/22/19	Completed		N	0.00	Y	N	N	N
1370 McElhaney, Ronald G	38	03/03/23	Completed		N	5.00	Y	N	N	N
1370 McElhaney, Ronald G	44	03/15/24	Completed		N	5.00	Y	N	N	N
1380 Mikula, Jason B	4	03/03/23	Completed		N	5.00	Y	N	N	N
1380 Mikula, Jason B	8	03/15/24	Completed		N	5.00	Y	N	N	N

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Resource	Seq	Date	Status	Grade	Degree	Hours	OSHA	MSHA	First Aid	CPR
CoSaf Company-wide Safety Meeting									- Continued	
1381 Morel, James R	3	03/03/23	Completed		N	5.00	Y	N	N	N
1381 Morel, James R	8	03/15/24	Completed		N	5.00	Y	N	N	N
1382 Maddox, Collin J	3	03/03/23	Completed		N	5.00	Y	N	N	N
1382 Maddox, Collin J	8	03/15/24	Completed		N	5.00	Y	N	N	N
1384 Meekhof, Nathan T	1	03/03/23	Completed		N	5.00	Y	N	N	N
1384 Meekhof, Nathan T	3	03/15/24	Completed		N	5.00	Y	N	N	N
1401 Niemiec, John W	6	03/22/19	Completed		N	0.00	Y	N	N	N
1410 Nainan, Zane A	3	03/15/24	Completed		N	5.00	Y	N	N	N
1503 Otto, Cameron W	24	04/28/17	Completed		N	0.00	Y	N	N	N
1503 Otto, Cameron W	27	03/23/18	Completed		N	0.00	Y	N	N	N
1503 Otto, Cameron W	32	03/22/19	Completed		N	0.00	Y	N	N	N
1503 Otto, Cameron W	40	03/03/23	Completed		N	5.00	Y	N	N	N
1503 Otto, Cameron W	44	03/15/24	Completed		N	5.00	Y	N	N	N
1508 Olney, James A	4	03/27/15	Completed		N	0.00	N	N	N	N
1508 Olney, James A	6	04/28/17	Completed		N	0.00	Y	N	N	N
1508 Olney, James A	7	03/22/19	Completed		N	0.00	Y	N	N	N
1508 Olney, James A	8	03/03/23	Completed		N	5.00	Y	N	N	N
1508 Olney, James A	10	03/15/24	Completed		N	5.00	Y	N	N	N
1512 O'Neil, Sean P	2	03/03/23	Completed		N	5.00	Y	N	N	N
1601 Perez, Francisco J	1	03/15/24	Completed		N	5.00	Y	N	N	N
1604 Phillips, Mark V	6	03/27/15	Completed		N	0.00	N	N	N	N
1608 Pilar, Gonzalo	3	03/27/15	Completed		N	0.00	N	N	N	N
1608 Pilar, Gonzalo	6	04/28/17	Completed		N	0.00	Y	N	N	N
1608 Pilar, Gonzalo	8	03/23/18	Completed		N	0.00	Y	N	N	N
1608 Pilar, Gonzalo	9	03/22/19	Completed		N	0.00	Y	N	N	N
1608 Pilar, Gonzalo	10	03/03/23	Completed		N	5.00	Y	N	N	N
1608 Pilar, Gonzalo	12	03/15/24	Completed		N	5.00	Y	N	N	N
1610 Pilar Renteria, Luis E	2	03/27/15	Completed		N	0.00	N	N	N	N
1610 Pilar Renteria, Luis E	6	04/28/17	Completed		N	0.00	Y	N	N	N
1610 Pilar Renteria, Luis E	10	03/23/18	Completed		N	0.00	Y	N	N	N
1610 Pilar Renteria, Luis E	17	03/22/19	Completed		N	0.00	Y	N	N	N
1610 Pilar Renteria, Luis E	20	03/03/23	Completed		N	5.00	Y	N	N	N
1610 Pilar Renteria, Luis E	22	03/15/24	Completed		N	5.00	Y	N	N	N
1613 Platte, James M	8	04/28/17	Completed		N	0.00	Y	N	N	N
1613 Platte, James M	9	03/23/18	Completed		N	0.00	Y	N	N	N
1613 Platte, James M	13	03/03/23	Completed		N	5.00	Y	N	N	N
1613 Platte, James M	15	03/15/24	Completed		N	5.00	Y	N	N	N
1615 Puskala, Benjamin J	13	03/27/15	In Progress		N	0.00	N	N	N	N
1615 Puskala, Benjamin J	18	04/28/17	Completed		N	0.00	Y	N	N	N
1615 Puskala, Benjamin J	21	03/23/18	Completed		N	0.00	Y	N	N	N
1615 Puskala, Benjamin J	23	03/22/19	Completed		N	0.00	Y	N	N	N
1615 Puskala, Benjamin J	29	03/03/23	Completed		N	5.00	Y	N	N	N
1615 Puskala, Benjamin J	32	03/15/24	Completed		N	5.00	Y	N	N	N
1620 Platte, Roger M	4	04/28/17	Completed		N	0.00	Y	N	N	N
1620 Platte, Roger M	5	03/23/18	Completed		N	0.00	Y	N	N	N
1620 Platte, Roger M	10	03/03/23	Completed		N	5.00	Y	N	N	N
1620 Platte, Roger M	16	03/15/24	Completed		N	5.00	Y	N	N	N
1622 Petipren, Karl R	2	03/23/18	Completed		N	0.00	Y	N	N	N
1622 Petipren, Karl R	3	03/03/23	Completed		N	5.00	Y	N	N	N
1626 Pierson, Brian L	3	03/27/15	Completed		N	0.00	N	N	N	N
1626 Pierson, Brian L	23	03/03/23	Completed		N	5.00	Y	N	N	N
1626 Pierson, Brian L	29	03/15/24	Completed		N	5.00	Y	N	N	N
1628 Purvis, Carl E	8	03/27/15	Completed		N	0.00	N	N	N	N

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Resource	Seq	Date	Status	Grade	Degree	Hours	OSHA	MSHA	First Aid	CPR
CoSaf Company-wide Safety Meeting									- Continued	
1628 Purvis, Carl E	12	04/28/17	Completed		N	0.00	Y	N	N	N
1628 Purvis, Carl E	16	03/22/19	Completed		N	0.00	Y	N	N	N
1628 Purvis, Carl E	19	03/03/23	Completed		N	5.00	Y	N	N	N
1628 Purvis, Carl E	21	03/15/24	Completed		N	5.00	Y	N	N	N
1631 Patrick, Lonny J	2	03/27/15	Completed		N	0.00	N	N	N	N
1631 Patrick, Lonny J	3	04/28/17	Completed		N	0.00	Y	N	N	N
1631 Patrick, Lonny J	4	03/23/18	Completed		N	0.00	Y	N	N	N
1631 Patrick, Lonny J	5	03/22/19	Completed		N	0.00	Y	N	N	N
1631 Patrick, Lonny J	6	03/03/23	Completed		N	5.00	Y	N	N	N
1631 Patrick, Lonny J	7	03/15/24	Completed		N	5.00	Y	N	N	N
1648 Phillips, Cameron D	2	03/03/23	Completed		N	5.00	Y	N	N	N
1648 Phillips, Cameron D	7	03/15/24	Completed		N	5.00	Y	N	N	N
1650 Patrick, Jacob M	1	03/03/23	Completed		N	5.00	Y	N	N	N
1650 Patrick, Jacob M	3	03/15/24	Completed		N	5.00	Y	N	N	N
1652 Pilar, Santiago J	1	03/03/23	Completed		N	5.00	Y	N	N	N
1652 Pilar, Santiago J	3	03/15/24	Completed		N	5.00	Y	N	N	N
1801 Raimer, Gary D	8	03/27/15	Completed		N	0.00	N	N	N	N
1801 Raimer, Gary D	11	03/23/18	Completed		N	0.00	Y	N	N	N
1801 Raimer, Gary D	14	03/03/23	Completed		N	5.00	Y	N	N	N
1801 Raimer, Gary D	15	03/15/24	Completed		N	5.00	Y	N	N	N
1803 Rickman, Charles R	17	03/27/15	Completed		N	0.00	N	N	N	N
1803 Rickman, Charles R	26	04/28/17	Completed		N	0.00	Y	N	N	N
1803 Rickman, Charles R	29	03/23/18	Completed		N	0.00	Y	N	N	N
1803 Rickman, Charles R	34	03/22/19	Completed		N	0.00	Y	N	N	N
1803 Rickman, Charles R	42	03/03/23	Completed		N	5.00	Y	N	N	N
1803 Rickman, Charles R	47	03/15/24	Completed		N	5.00	Y	N	N	N
1820 Redman, Ryan S	3	03/23/18	Completed		N	0.00	Y	N	N	N
1820 Redman, Ryan S	5	03/22/19	Completed		N	0.00	Y	N	N	N
1826 Rodriguez, Zachary J	2	03/03/23	Completed		N	5.00	Y	N	N	N
1826 Rodriguez, Zachary J	3	03/15/24	Completed		N	5.00	Y	N	N	N
1827 Ridner, Taran R	7	03/03/23	Completed		N	5.00	Y	N	N	N
1827 Ridner, Taran R	13	03/15/24	Completed		N	5.00	Y	N	N	N
1903 Sherrell, Ronald E	16	03/27/15	Completed		N	0.00	N	N	N	N
1903 Sherrell, Ronald E	23	04/28/17	Completed		N	0.00	Y	N	N	N
1903 Sherrell, Ronald E	26	03/23/18	Completed		N	0.00	Y	N	N	N
1903 Sherrell, Ronald E	29	03/22/19	Completed		N	0.00	Y	N	N	N
1903 Sherrell, Ronald E	34	03/03/23	Completed		N	5.00	Y	N	N	N
1903 Sherrell, Ronald E	38	03/15/24	Completed		N	5.00	Y	N	N	N
1915 Stebleton Jr., Kenneth D	3	03/27/15	Completed		N	0.00	N	N	N	N
1915 Stebleton Jr., Kenneth D	5	03/22/19	Completed		N	0.00	Y	N	N	N
1915 Stebleton Jr., Kenneth D	6	03/03/23	Completed		N	5.00	Y	N	N	N
1915 Stebleton Jr., Kenneth D	8	03/15/24	Completed		N	5.00	Y	N	N	N
1931 Stanaway, David R	3	04/28/17	Completed		N	0.00	Y	N	N	N
1931 Stanaway, David R	4	03/23/18	Completed		N	0.00	Y	N	N	N
1931 Stanaway, David R	5	03/22/19	Completed		N	0.00	Y	N	N	N
1931 Stanaway, David R	7	03/03/23	Completed		N	5.00	Y	N	N	N
1931 Stanaway, David R	9	03/15/24	Completed		N	5.00	Y	N	N	N
1939 Schaible, Tyler G	2	03/27/15	Completed		N	0.00	N	N	N	N
1939 Schaible, Tyler G	5	04/28/17	Completed		N	0.00	Y	N	N	N
1939 Schaible, Tyler G	8	03/23/18	Completed		N	0.00	Y	N	N	N
1939 Schaible, Tyler G	10	03/22/19	Completed		N	0.00	Y	N	N	N
1939 Schaible, Tyler G	14	03/03/23	Completed		N	5.00	Y	N	N	N
1939 Schaible, Tyler G	15	03/15/24	Completed		N	5.00	Y	N	N	N

HR Training & Education By Training Code

All Training Codes **All Resources**

All Training Dates

Resource	Seq	Date	Status	Grade	Degree	Hours	OSHA	MSHA	First Aid	CPR
CoSaf Company-wide Safety Meeting									- Continued	
1940 Smith, Brian J	2	03/27/15	Completed		N	0.00	N	N	N	N
1940 Smith, Brian J	7	04/28/17	Completed		N	0.00	Y	N	N	N
1940 Smith, Brian J	9	03/23/18	Completed		N	0.00	Y	N	N	N
1940 Smith, Brian J	11	03/22/19	Completed		N	0.00	Y	N	N	N
1940 Smith, Brian J	12	03/03/23	Completed		N	5.00	Y	N	N	N
1940 Smith, Brian J	15	03/15/24	Completed		N	5.00	Y	N	N	N
1941 Stover, Ralph E	2	03/27/15	Completed		N	0.00	N	N	N	N
1941 Stover, Ralph E	5	04/28/17	Completed		N	0.00	Y	N	N	N
1941 Stover, Ralph E	6	03/23/18	Completed		N	0.00	Y	N	N	N
1941 Stover, Ralph E	8	03/15/24	Completed		N	5.00	Y	N	N	N
1949 Sivyer, Hunter L	2	03/15/24	Completed		N	5.00	Y	N	N	N
1951 Somers, Matthew M	3	03/23/18	Completed		N	0.00	Y	N	N	N
1951 Somers, Matthew M	7	03/22/19	Completed		N	0.00	Y	N	N	N
1951 Somers, Matthew M	8	03/03/23	Completed		N	5.00	Y	N	N	N
1951 Somers, Matthew M	11	03/15/24	Completed		N	5.00	Y	N	N	N
1965 Sawade, James R	1	03/03/23	Completed		N	5.00	Y	N	N	N
1965 Sawade, James R	3	03/15/24	Completed		N	5.00	Y	N	N	N
1966 Smith, Michael J	5	03/03/23	Completed		N	5.00	Y	N	N	N
1966 Smith, Michael J	11	03/15/24	Completed		N	5.00	Y	N	N	N
1969 Sivyer, Gage J	1	03/03/23	Completed		N	5.00	Y	N	N	N
1969 Sivyer, Gage J	3	03/15/24	Completed		N	5.00	Y	N	N	N
1970 Smith, Jacob W	1	03/03/23	Completed		N	5.00	Y	N	N	N
1970 Smith, Jacob W	3	03/15/24	Completed		N	5.00	Y	N	N	N
1976 Spitzley, Noah N	3	03/03/23	Completed		N	5.00	Y	N	N	N
1976 Spitzley, Noah N	7	03/15/24	Completed		N	5.00	Y	N	N	N
1978 Spitler, Matthew B	3	03/15/24	Completed		N	5.00	Y	N	N	N
1980 Shillinger, Caleb E	2	03/15/24	Completed		N	5.00	Y	N	N	N
2005 Toews, Kirk D	14	03/27/15	Completed		N	0.00	N	N	N	N
2005 Toews, Kirk D	22	04/28/17	Completed		N	0.00	Y	N	N	N
2005 Toews, Kirk D	25	03/23/18	Completed		N	0.00	Y	N	N	N
2005 Toews, Kirk D	28	03/22/19	Completed		N	0.00	Y	N	N	N
2005 Toews, Kirk D	35	03/03/23	Completed		N	5.00	Y	N	N	N
2010 Townsend, Jeremy W	15	03/27/15	Completed		N	0.00	N	N	N	N
2010 Townsend, Jeremy W	24	04/28/17	Completed		N	0.00	Y	N	N	N
2010 Townsend, Jeremy W	27	03/23/18	Completed		N	0.00	Y	N	N	N
2010 Townsend, Jeremy W	34	03/22/19	Completed		N	0.00	Y	N	N	N
2010 Townsend, Jeremy W	44	03/03/23	Completed		N	5.00	Y	N	N	N
2010 Townsend, Jeremy W	49	03/15/24	Completed		N	5.00	Y	N	N	N
2116 Torres, Alvaro	2	04/28/17	Completed		N	0.00	Y	N	N	N
2116 Torres, Alvaro	3	03/23/18	Completed		N	0.00	Y	N	N	N
2116 Torres, Alvaro	4	03/22/19	Completed		N	0.00	Y	N	N	N
2116 Torres, Alvaro	6	03/03/23	Completed		N	5.00	Y	N	N	N
2116 Torres, Alvaro	8	03/15/24	Completed		N	5.00	Y	N	N	N
2123 Tinkey, Russell D	2	03/03/23	Completed		N	5.00	Y	N	N	N
2123 Tinkey, Russell D	3	03/15/24	Completed		N	5.00	Y	N	N	N
2206 VanDyke, Eric C	3	04/28/17	Completed		N	0.00	Y	N	N	N
2206 VanDyke, Eric C	5	03/23/18	Completed		N	0.00	Y	N	N	N
2206 VanDyke, Eric C	7	03/22/19	Completed		N	0.00	Y	N	N	N
2206 VanDyke, Eric C	8	03/03/23	Completed		N	5.00	Y	N	N	N
2303 Warren, Matthew J	5	03/27/15	Completed		N	0.00	N	N	N	N
2303 Warren, Matthew J	12	04/28/17	Completed		N	0.00	Y	N	N	N
2303 Warren, Matthew J	16	03/23/18	Completed		N	0.00	Y	N	N	N
2303 Warren, Matthew J	21	03/22/19	Completed		N	0.00	Y	N	N	N

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All Training Codes **All Resources**

All Training Dates

Resource	Seq	Date	Status	Grade	Degree	Hours	OSHA	MSHA	First Aid	CPR
CoSaf Company-wide Safety Meeting									- Continued	
2303 Warren, Matthew J	25	03/03/23	Completed		N	5.00	Y	N	N	N
2303 Warren, Matthew J	29	03/15/24	Completed		N	5.00	Y	N	N	N
2305 West, Patrick S	5	03/27/15	Completed		N	0.00	N	N	N	N
2305 West, Patrick S	9	04/28/17	Completed		N	0.00	Y	N	N	N
2305 West, Patrick S	10	03/23/18	Completed		N	0.00	Y	N	N	N
2305 West, Patrick S	12	03/22/19	Completed		N	0.00	Y	N	N	N
2325 Whitford-Surdenik, Tanner J	1	03/27/15	Completed		N	0.00	N	N	N	N
2326 Warren, Forest G	1	03/27/15	Completed		N	0.00	N	N	N	N
2326 Warren, Forest G	5	04/28/17	Completed		N	0.00	Y	N	N	N
2326 Warren, Forest G	8	03/03/23	Completed		N	5.00	Y	N	N	N
2326 Warren, Forest G	12	03/15/24	Completed		N	5.00	Y	N	N	N
2344 Wymer, Luke D	1	03/15/24	Completed		N	5.00	Y	N	N	N
2500 Yahnka, David K	3	04/28/17	Completed		N	0.00	Y	N	N	N
2500 Yahnka, David K	4	03/23/18	Completed		N	0.00	Y	N	N	N
2500 Yahnka, David K	5	03/22/19	Completed		N	0.00	Y	N	N	N
2500 Yahnka, David K	6	03/03/23	Completed		N	5.00	Y	N	N	N
2500 Yahnka, David K	7	03/15/24	Completed		N	5.00	Y	N	N	N
2601 Zemla, William D	2	03/23/18	Completed		N	0.00	Y	N	N	N
2601 Zemla, William D	5	03/22/19	Completed		N	0.00	Y	N	N	N
2601 Zemla, William D	8	03/03/23	Completed		N	5.00	Y	N	N	N
2601 Zemla, William D	10	03/15/24	Completed		N	5.00	Y	N	N	N
CPR CPR & First Aid										
100 Abfalter, David M	4	11/01/07	Completed		N	8.00	N	N	Y	Y
100 Abfalter, David M	5	11/01/05	Completed		N	8.00	N	N	N	N
100 Abfalter, David M	6	10/16/09	Completed		N	8.00	Y	N	Y	Y
100 Abfalter, David M	15	01/13/12	Completed		N	8.00	Y	N	Y	Y
100 Abfalter, David M	22	01/10/14	Completed		N	8.00	Y	N	Y	Y
100 Abfalter, David M	35	04/01/16	Completed		N	8.00	Y	N	Y	Y
100 Abfalter, David M	45	03/27/18	Completed		N	0.00	Y	N	Y	Y
100 Abfalter, David M	53	03/12/21	Completed		N	0.00	Y	N	Y	Y
107 Argersinger, Charles F	1	11/01/07	Completed		N	8.00	N	N	Y	Y
107 Argersinger, Charles F	2	11/01/05	Completed		N	8.00	N	N	N	N
210 Bigford Jr., Guy L	14	03/27/18	Completed		N	0.00	Y	N	Y	Y
210 Bigford Jr., Guy L	17	03/12/21	Completed		N	0.00	Y	N	Y	Y
221 Bailey, Micah	19	04/06/23	Completed		N	3.00	Y	N	Y	Y
226 Bivins, Zachary T	7	02/05/21	Completed		N	4.00	Y	N	Y	Y
312 Clark, Dale E	3	11/01/07	Completed		N	8.00	N	N	Y	Y
312 Clark, Dale E	5	11/01/05	Completed		N	8.00	N	N	N	N
312 Clark, Dale E	6	10/16/09	Completed		N	8.00	Y	N	Y	Y
312 Clark, Dale E	12	01/13/12	Completed		N	8.00	Y	N	Y	Y
312 Clark, Dale E	19	01/10/14	Completed		N	8.00	Y	N	Y	Y
312 Clark, Dale E	32	03/12/21	Completed		N	0.00	Y	N	Y	Y
318 Cornwell, Jack L	17	06/02/23	Completed		N	0.00	N	N	Y	Y
322 Curby, Russell J	1	11/01/07	Completed		N	8.00	N	N	Y	Y
322 Curby, Russell J	2	11/01/05	Completed		N	8.00	N	N	Y	Y
322 Curby, Russell J	4	10/16/09	Completed		N	8.00	Y	N	Y	Y
322 Curby, Russell J	13	01/10/14	Completed		N	8.00	Y	N	Y	Y
322 Curby, Russell J	21	04/01/16	Completed		N	8.00	Y	N	Y	Y
322 Curby, Russell J	28	03/27/18	Completed		N	0.00	Y	N	Y	Y
322 Curby, Russell J	35	02/05/21	Completed		N	4.00	Y	N	Y	Y
417 Dean, Dennis R	1	03/27/18	Completed		N	0.00	Y	N	Y	Y
417 Dean, Dennis R	3	03/12/21	Completed		N	0.00	Y	N	Y	Y
420 Dionise, Nicholas B	2	03/26/21	Completed		N	0.00	Y	N	Y	Y

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All Training Codes **All Resources**

All Training Dates

Resource	Seq	Date	Status	Grade	Degree	Hours	OSHA	MSHA	First Aid	CPR
CPR CPR & First Aid									- Continued	
429 Dalla-Vecchia, Luciano G	4	04/06/23	Completed		N	3.00	Y	N	Y	Y
501 Emmons Jr, Phillips C	2	11/01/07	Completed		N	8.00	N	N	Y	Y
501 Emmons Jr, Phillips C	3	11/01/05	Completed		N	8.00	N	N	N	N
501 Emmons Jr, Phillips C	5	10/16/09	Completed		N	8.00	Y	N	Y	Y
501 Emmons Jr, Phillips C	17	01/13/12	Completed		N	8.00	Y	N	Y	Y
501 Emmons Jr, Phillips C	32	04/01/16	Completed		N	8.00	Y	N	Y	Y
501 Emmons Jr, Phillips C	41	03/27/18	Completed		N	0.00	Y	N	Y	Y
501 Emmons Jr, Phillips C	53	03/19/21	Completed		N	0.00	Y	N	Y	Y
502 Emmons III, Phillips C	32	04/01/16	Completed		N	8.00	Y	N	Y	Y
502 Emmons III, Phillips C	43	03/27/18	Completed		N	0.00	Y	N	Y	Y
502 Emmons III, Phillips C	51	02/05/21	Completed		N	4.00	Y	N	Y	Y
512 Elliot, Shawn E	1	03/01/17	Completed		N	0.00	Y	N	Y	Y
512 Elliot, Shawn E	5	04/06/23	Completed		N	3.00	Y	N	Y	Y
601 Fergus, Jeremy D	34	02/05/21	Completed		N	4.00	Y	N	Y	Y
601 Fergus, Jeremy D	37	04/06/23	Completed		N	3.00	Y	N	Y	Y
603 Fiasky, Matthew W	2	11/01/07	Completed		N	8.00	N	N	Y	Y
603 Fiasky, Matthew W	3	11/01/05	Completed		N	8.00	N	N	N	N
603 Fiasky, Matthew W	12	02/01/12	Completed		Y	0.00	Y	N	N	N
603 Fiasky, Matthew W	16	01/10/14	Completed		N	8.00	Y	N	Y	Y
603 Fiasky, Matthew W	31	03/27/18	Completed		N	0.00	Y	N	Y	Y
627 Foy, Nicholas J	3	03/27/18	Completed		N	0.00	Y	N	Y	Y
627 Foy, Nicholas J	7	03/12/21	Completed		N	0.00	Y	N	Y	Y
631 Fatura, Carl J	1	02/05/21	Completed		N	4.00	Y	N	Y	Y
700 Garcia, Felipe	6	03/27/18	Completed		N	0.00	Y	N	Y	Y
700 Garcia, Felipe	8	03/12/21	Completed		N	0.00	Y	N	Y	Y
702 Goddard, Scott L	1	11/01/05	Completed		N	8.00	N	N	N	N
711 Grummet, Ted J	3	11/01/07	Completed		N	8.00	N	N	Y	Y
711 Grummet, Ted J	7	01/13/12	Completed		N	8.00	Y	N	Y	Y
711 Grummet, Ted J	9	01/10/14	Completed		N	8.00	Y	N	Y	Y
711 Grummet, Ted J	19	03/27/18	Completed		N	0.00	Y	N	Y	Y
711 Grummet, Ted J	22	03/12/21	Completed		N	0.00	Y	N	Y	Y
814 Horstman, Eric L	2	11/01/07	Completed		N	8.00	N	N	Y	Y
814 Horstman, Eric L	3	11/01/05	Completed		N	8.00	N	N	N	N
814 Horstman, Eric L	11	01/13/12	Completed		N	8.00	Y	N	Y	Y
814 Horstman, Eric L	18	01/10/14	Completed		N	8.00	Y	N	Y	Y
814 Horstman, Eric L	39	03/27/18	Completed		N	0.00	Y	N	Y	Y
814 Horstman, Eric L	46	03/19/21	Completed		N	0.00	Y	N	Y	Y
816 Hosler, Timothy L	1	04/06/23	Completed		N	3.00	Y	N	Y	Y
818 Goddard, Heather M	1	11/01/07	Completed		N	8.00	N	N	Y	Y
818 Goddard, Heather M	2	11/01/05	Completed		N	8.00	N	N	N	N
819 Hughes, Donavon D	2	11/01/07	Completed		N	8.00	N	N	Y	Y
819 Hughes, Donavon D	5	10/16/09	Completed		N	8.00	Y	N	Y	Y
819 Hughes, Donavon D	9	01/13/12	Completed		N	8.00	Y	N	Y	Y
819 Hughes, Donavon D	15	01/10/14	Completed		N	8.00	Y	N	Y	Y
819 Hughes, Donavon D	27	04/01/16	Completed		N	8.00	Y	N	Y	Y
819 Hughes, Donavon D	36	03/27/18	Completed		N	0.00	Y	N	Y	Y
820 Hughes, Patrick L	26	03/27/18	Completed		N	0.00	Y	N	Y	Y
820 Hughes, Patrick L	35	03/19/21	Completed		N	0.00	Y	N	Y	Y
857 Hester, Trajan A	2	04/06/23	Completed		N	3.00	Y	N	Y	Y
1001 Jasman, Horace E	19	04/01/16	Completed		N	8.00	Y	N	Y	Y
1001 Jasman, Horace E	31	03/27/18	Completed		N	0.00	Y	N	Y	Y
1007 Julson, Tyler A	2	03/23/13	Completed		N	0.00	N	N	N	N
1007 Julson, Tyler A	5	04/01/16	Completed		N	8.00	Y	N	Y	Y

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All Training Codes **All Resources**

All Training Dates

Resource	Seq	Date	Status	Grade	Degree	Hours	OSHA	MSHA	First Aid	CPR
CPR CPR & First Aid									- Continued	
1007 Julson, Tyler A	9	03/27/18	Completed		N	0.00	Y	N	Y	Y
1011 Jaquette, David M	8	04/06/23	Completed		N	3.00	Y	N	Y	Y
1101 Kempher, Daryl B	1	12/08/07	Completed		N	8.00	N	N	Y	Y
1101 Kempher, Daryl B	2	10/16/09	Completed		N	8.00	Y	N	Y	Y
1101 Kempher, Daryl B	4	01/13/12	Completed		N	8.00	Y	N	Y	Y
1101 Kempher, Daryl B	8	04/01/16	Completed		N	8.00	Y	N	Y	Y
1101 Kempher, Daryl B	12	03/27/18	Completed		N	0.00	Y	N	Y	Y
1101 Kempher, Daryl B	15	02/05/21	Completed		N	4.00	Y	N	Y	Y
1104 Kindinger, David B	1	11/01/05	Completed		N	8.00	N	N	N	N
1113 Keip, Brian J	1	10/16/09	Completed		N	8.00	Y	N	Y	Y
1113 Keip, Brian J	3	01/13/12	Completed		N	8.00	Y	N	Y	Y
1113 Keip, Brian J	7	01/10/14	Completed		N	8.00	Y	N	Y	Y
1113 Keip, Brian J	14	04/01/16	Completed		N	8.00	Y	N	Y	Y
1113 Keip, Brian J	24	03/27/18	Completed		N	0.00	Y	N	Y	Y
1113 Keip, Brian J	30	03/26/21	Completed		N	0.00	Y	N	Y	Y
1125 Keifer, Kyle J	1	03/19/21	Completed		N	0.00	Y	N	Y	Y
1200 Lampman, Aaron D	9	04/06/23	Completed		N	3.00	Y	N	Y	Y
1215 Lopez, Billy A	5	03/12/21	Completed		N	0.00	Y	N	Y	Y
1226 Ledford, Grant C	2	04/06/23	Completed		N	3.00	Y	N	Y	Y
1301 MacKenzie, Stephanie L	1	11/01/07	Completed		N	8.00	N	N	Y	Y
1301 MacKenzie, Stephanie L	2	11/01/05	Completed		N	8.00	N	N	N	N
1302 MacKenzie, Thomas E	2	11/01/07	Completed		N	8.00	N	N	Y	Y
1302 MacKenzie, Thomas E	3	11/01/05	Completed		N	8.00	N	N	N	N
1302 MacKenzie, Thomas E	6	10/16/09	Completed		N	8.00	Y	N	Y	Y
1302 MacKenzie, Thomas E	17	01/13/12	Completed		N	8.00	Y	N	Y	Y
1302 MacKenzie, Thomas E	25	01/10/14	Completed		N	8.00	Y	N	Y	Y
1302 MacKenzie, Thomas E	34	04/01/16	Completed		N	8.00	Y	N	Y	Y
1302 MacKenzie, Thomas E	41	03/27/18	Completed		N	0.00	Y	N	Y	Y
1302 MacKenzie, Thomas E	49	03/26/21	Completed		N	0.00	Y	N	Y	Y
1304 Marks, Michael Scott	1	11/01/07	Completed		N	8.00	N	N	Y	Y
1304 Marks, Michael Scott	2	11/01/05	Completed		N	8.00	N	N	N	N
1304 Marks, Michael Scott	3	10/16/09	Completed		N	8.00	Y	N	Y	Y
1304 Marks, Michael Scott	6	01/13/12	Completed		N	8.00	Y	N	Y	Y
1304 Marks, Michael Scott	9	01/10/14	Completed		N	8.00	Y	N	Y	Y
1309 McLean, Jacob M	1	11/01/07	Completed		N	8.00	N	N	Y	Y
1309 McLean, Jacob M	2	11/01/05	Completed		N	8.00	N	N	N	N
1309 McLean, Jacob M	7	10/16/09	Completed		N	8.00	N	N	N	N
1309 McLean, Jacob M	8	01/13/12	Completed		N	8.00	Y	N	Y	Y
1309 McLean, Jacob M	9	01/27/12	Completed		Y	0.00	Y	N	N	N
1309 McLean, Jacob M	15	03/27/18	Completed		N	0.00	Y	N	Y	Y
1309 McLean, Jacob M	17	04/06/23	Completed		N	3.00	Y	N	Y	Y
1312 McNamara, Dennis J	1	11/01/05	Completed		N	8.00	N	N	N	N
1312 McNamara, Dennis J	4	01/23/10	Completed		N	8.00	Y	N	N	N
1312 McNamara, Dennis J	7	03/09/13	Completed		N	0.00	N	N	Y	Y
1312 McNamara, Dennis J	8	04/01/16	Completed		N	8.00	Y	N	Y	Y
1312 McNamara, Dennis J	13	03/27/18	Completed		N	0.00	Y	N	Y	Y
1315 Melvin, Cornie	8	01/13/12	Completed		N	8.00	Y	N	Y	Y
1315 Melvin, Cornie	15	01/10/14	Completed		N	8.00	Y	N	Y	Y
1315 Melvin, Cornie	25	03/27/18	Completed		N	0.00	Y	N	Y	Y
1315 Melvin, Cornie	29	02/05/21	Completed		N	4.00	Y	N	Y	Y
1328 Meingasner, Roger E	1	10/16/09	Completed		N	8.00	Y	N	Y	Y
1328 Meingasner, Roger E	5	03/27/18	Completed		N	0.00	Y	N	Y	Y
1328 Meingasner, Roger E	8	02/05/21	Completed		N	4.00	Y	N	Y	Y

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All Training Codes **All Resources**

All Training Dates

Resource	Seq	Date	Status	Grade	Degree	Hours	OSHA	MSHA	First Aid	CPR
CPR CPR & First Aid									- Continued	
1328 Meingasner, Roger E	11	04/06/23	Completed		N	3.00	Y	N	Y	Y
1352 MacKenzie, Thomas A	5	04/01/16	Completed		N	8.00	Y	N	Y	Y
1352 MacKenzie, Thomas A	12	03/27/18	Completed		N	0.00	Y	N	Y	Y
1352 MacKenzie, Thomas A	21	03/19/21	Completed		N	0.00	Y	N	Y	Y
1355 McPhee, Sean M	9	04/01/16	Completed		N	8.00	Y	N	Y	Y
1355 McPhee, Sean M	16	03/27/18	Completed		N	0.00	Y	N	Y	Y
1355 McPhee, Sean M	20	03/26/21	Completed		N	0.00	Y	N	Y	Y
1356 Maurer, Chadwick E	1	03/05/11	Completed		N	0.00	N	N	Y	Y
1356 Maurer, Chadwick E	7	04/01/16	Completed		N	8.00	Y	N	Y	Y
1356 Maurer, Chadwick E	13	03/27/18	Completed		N	0.00	Y	N	Y	Y
1356 Maurer, Chadwick E	15	02/05/21	Completed		N	4.00	Y	N	Y	Y
1370 McElhaney, Ronald G	4	01/01/18	Completed		N	0.00	Y	N	Y	Y
1370 McElhaney, Ronald G	22	02/18/21	Completed		Y	0.00	Y	N	Y	Y
1370 McElhaney, Ronald G	37	12/28/22	Completed		N	0.00	N	N	N	N
1380 Mikula, Jason B	1	03/26/21	Completed		N	0.00	Y	N	Y	Y
1503 Otto, Cameron W	42	06/02/23	Completed		N	0.00	N	N	Y	Y
1512 O'Neil, Sean P	3	04/06/23	Completed		N	3.00	Y	N	Y	Y
1604 Phillips, Mark V	1	11/01/07	Completed		N	8.00	N	N	Y	Y
1604 Phillips, Mark V	2	11/01/05	Completed		N	8.00	N	N	N	N
1604 Phillips, Mark V	3	10/16/09	Completed		N	8.00	Y	N	Y	Y
1604 Phillips, Mark V	11	03/19/21	Completed		N	0.00	Y	N	Y	Y
1610 Pilar Renteria, Luis E	12	03/27/18	Completed		N	0.00	Y	N	Y	Y
1610 Pilar Renteria, Luis E	18	03/12/21	Completed		N	0.00	Y	N	Y	Y
1613 Platte, James M	1	11/01/07	Completed		N	8.00	N	N	Y	Y
1613 Platte, James M	2	11/01/05	Completed		N	8.00	N	N	N	N
1613 Platte, James M	4	04/01/16	Completed		N	8.00	Y	N	Y	Y
1613 Platte, James M	10	03/27/18	Completed		N	0.00	Y	N	Y	Y
1613 Platte, James M	12	02/05/21	Completed		N	4.00	Y	N	Y	Y
1613 Platte, James M	14	04/06/23	Completed		N	3.00	Y	N	Y	Y
1620 Platte, Roger M	12	04/06/23	Completed		N	3.00	Y	N	Y	Y
1626 Pierson, Brian L	10	04/01/16	Completed		N	8.00	Y	N	Y	Y
1626 Pierson, Brian L	19	03/19/21	Completed		N	0.00	Y	N	Y	Y
1801 Raimer, Gary D	1	11/01/07	Completed		N	8.00	N	N	Y	Y
1801 Raimer, Gary D	2	11/01/05	Completed		N	8.00	N	N	N	N
1801 Raimer, Gary D	4	10/16/09	Completed		N	8.00	Y	N	Y	Y
1801 Raimer, Gary D	5	01/13/12	Completed		N	8.00	Y	N	Y	Y
1801 Raimer, Gary D	7	01/10/14	Completed		N	8.00	Y	N	Y	Y
1801 Raimer, Gary D	9	04/01/16	Completed		N	8.00	Y	N	Y	Y
1801 Raimer, Gary D	12	03/27/18	Completed		N	0.00	Y	N	Y	Y
1801 Raimer, Gary D	13	03/19/21	Completed		N	0.00	Y	N	Y	Y
1803 Rickman, Charles R	2	11/01/07	Completed		N	8.00	N	N	Y	Y
1803 Rickman, Charles R	8	02/01/12	Completed		Y	0.00	Y	N	N	N
1803 Rickman, Charles R	13	01/10/14	Completed		N	8.00	Y	N	Y	Y
1803 Rickman, Charles R	22	04/01/16	Completed		N	8.00	Y	N	Y	Y
1803 Rickman, Charles R	30	03/27/18	Completed		N	0.00	Y	N	Y	Y
1803 Rickman, Charles R	38	02/05/21	Completed		N	4.00	Y	N	Y	Y
1803 Rickman, Charles R	44	06/02/23	Completed		N	0.00	N	N	Y	Y
1820 Redman, Ryan S	6	06/02/23	Completed		N	0.00	N	N	Y	Y
1903 Sherrell, Ronald E	2	11/01/05	Completed		N	8.00	N	N	N	N
1903 Sherrell, Ronald E	19	04/01/16	Completed		N	8.00	Y	N	Y	Y
1903 Sherrell, Ronald E	27	03/27/18	Completed		N	0.00	Y	N	Y	Y
1903 Sherrell, Ronald E	33	02/05/21	Completed		N	4.00	Y	N	Y	Y
1903 Sherrell, Ronald E	36	04/06/23	Completed		N	3.00	Y	N	Y	Y

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All Training Dates

Resource	Seq	Date	Status	Grade	Degree	Hours	OSHA	MSHA	First Aid	CPR
CPR CPR & First Aid									- Continued	
1940 Smith, Brian J	3		Completed		Y	0.00	N	N	N	N
1940 Smith, Brian J	4	01/01/16	Completed		Y	0.00	N	N	N	N
1940 Smith, Brian J	8	01/21/18	Completed		Y	0.00	N	N	Y	Y
1951 Somers, Matthew M	5	03/27/18	Completed		N	0.00	Y	N	Y	Y
1976 Spitzley, Noah N	1	03/11/22	Completed		N	0.00	Y	N	Y	Y
1976 Spitzley, Noah N	4	04/06/23	Completed		N	3.00	Y	N	Y	Y
2005 Toews, Kirk D	1	01/01/04	Completed		N	8.00	N	N	N	N
2005 Toews, Kirk D	19	04/01/16	Completed		N	8.00	Y	N	Y	Y
2005 Toews, Kirk D	26	03/27/18	Completed		N	0.00	Y	N	Y	Y
2005 Toews, Kirk D	32	03/26/21	Completed		N	0.00	Y	N	Y	Y
2010 Townsend, Jeremy W	3	01/13/12	Completed		N	8.00	Y	N	Y	Y
2010 Townsend, Jeremy W	7	01/10/14	Completed		N	8.00	Y	N	Y	Y
2010 Townsend, Jeremy W	20	04/01/16	Completed		N	8.00	Y	N	Y	Y
2010 Townsend, Jeremy W	29	03/27/18	Completed		N	0.00	Y	N	Y	Y
2010 Townsend, Jeremy W	40	03/26/21	Completed		N	0.00	Y	N	Y	Y
2206 VanDyke, Eric C	1	04/01/16	Completed		N	8.00	Y	N	Y	Y
2206 VanDyke, Eric C	6	03/27/18	Completed		N	0.00	Y	N	Y	Y
2303 Warren, Matthew J	7	04/01/16	Completed		N	8.00	Y	N	Y	Y
2303 Warren, Matthew J	18	03/27/18	Completed		N	0.00	Y	N	Y	Y
2305 West, Patrick S	1	11/01/05	Completed		N	8.00	N	N	N	N
2305 West, Patrick S	6	04/01/16	Completed		N	8.00	Y	N	Y	Y
2305 West, Patrick S	11	03/27/18	Completed		N	0.00	Y	N	Y	Y
2305 West, Patrick S	13	04/06/23	Completed		N	3.00	Y	N	Y	Y
2601 Zemla, William D	3	03/27/18	Completed		N	0.00	Y	N	Y	Y
2601 Zemla, William D	6	03/26/21	Completed		N	0.00	Y	N	Y	Y
CraneCert Crane Operator Certification										
107 Argersinger, Charles F	5	01/23/12	Completed		N	32.00	N	N	N	N
819 Hughes, Donavon D	10	01/23/12	Completed		N	32.00	N	N	N	N
819 Hughes, Donavon D	22	01/31/12	Completed		Y	0.00	N	N	N	N
819 Hughes, Donavon D	39	11/13/18	Completed		Y	0.00	Y	N	N	N
1355 McPhee, Sean M	25	01/31/20	Completed		N	0.00	N	N	N	N
1503 Otto, Cameron W	9	01/23/12	Completed		N	32.00	N	N	N	N
1503 Otto, Cameron W	16	01/31/12	Completed		Y	0.00	N	N	N	N
1503 Otto, Cameron W	30	11/13/18	Completed		Y	0.00	Y	N	N	N
1628 Purvis, Carl E	4	01/23/12	Completed		N	32.00	N	N	N	N
1628 Purvis, Carl E	10	01/31/12	Completed		Y	0.00	N	N	N	N
1628 Purvis, Carl E	14	11/13/18	Completed		Y	0.00	Y	N	N	N
CSE Confined Space Entry										
221 Bailey, Micah	5	07/28/14	Completed		N	0.00	N	N	N	N
226 Bivins, Zachary T	1	07/28/14	Completed		N	0.00	N	N	N	N
322 Curby, Russell J	7	05/18/02	Completed		N	0.00	N	N	N	N
322 Curby, Russell J	15	07/28/14	Completed		N	0.00	N	N	N	N
420 Dionise, Nicholas B	1	05/30/19	Completed		N	0.00	Y	N	N	N
502 Emmons III, Phillips C	26	07/01/15	Completed		N	0.00	N	N	N	N
601 Fergus, Jeremy D	2	03/18/05	Completed		N	3.00	N	N	N	N
602 Ferguson, Kevin E	1	03/28/13	Completed		N	0.00	N	N	N	N
602 Ferguson, Kevin E	6	05/31/19	Completed		N	0.00	Y	N	N	N
603 Fiasky, Matthew W	5	03/18/05	Completed		N	3.00	Y	N	N	N
711 Grummet, Ted J	2	05/17/08	Completed		N	3.00	N	N	N	N
804 Harr, Stephen A	2	06/03/03	Completed		N	3.00	N	N	N	N
804 Harr, Stephen A	4	07/28/14	Completed		N	0.00	N	N	N	N
813 Hildenbrand, Thomas F	2	03/18/05	Completed		N	3.00	N	N	N	N
819 Hughes, Donavon D	8	12/09/11	Completed		N	0.00	N	N	N	N

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Resource	Seq	Date	Status	Grade	Degree	Hours	OSHA	MSHA	First Aid	CPR
CSE Confined Space Entry									- Continued	
828 Hein, Kenneth D	3	07/30/14	Completed		N	0.00	N	N	N	N
1301 MacKenzie, Stephanie L	5	03/01/95	Completed		N	3.00	N	N	N	N
1302 MacKenzie, Thomas E	5	03/18/05	Completed		N	3.00	N	N	N	N
1309 McLean, Jacob M	5	03/18/05	Completed		N	3.00	N	N	N	N
1312 McNamara, Dennis J	5	01/29/10	Completed		N	16.00	N	N	N	N
1352 MacKenzie, Thomas A	3	07/30/14	Completed		N	0.00	N	N	N	N
1352 MacKenzie, Thomas A	4	07/01/15	Completed		N	0.00	N	N	N	N
1356 Maurer, Chadwick E	2		Completed		N	0.00	N	N	N	N
1370 McElhaney, Ronald G	3	06/06/17	Completed		N	0.00	Y	N	N	N
1508 Olney, James A	3	07/30/14	Completed		N	0.00	N	N	N	N
1608 Pilar, Gonzalo	2	07/21/03	Completed		N	0.00	N	N	N	N
1622 Petipren, Karl R	1	06/15/11	Completed		N	0.00	N	N	N	N
1626 Pierson, Brian L	14	05/31/19	Completed		N	0.00	Y	N	N	N
1803 Rickman, Charles R	6	12/09/11	Completed		N	0.00	N	N	N	N
1826 Rodriguez, Zachary J	1	05/31/19	Completed		N	0.00	Y	N	N	N
1827 Ridner, Taran R	2	05/31/19	Completed		N	0.00	Y	N	N	N
2005 Toews, Kirk D	2	06/03/03	Completed		N	3.00	N	N	N	N
2005 Toews, Kirk D	11	07/30/14	Completed		N	0.00	N	N	N	N
2010 Townsend, Jeremy W	1	04/23/10	Completed		N	3.00	N	N	N	N
2303 Warren, Matthew J	2	03/18/05	Completed		N	3.00	N	N	N	N
2305 West, Patrick S	3	04/30/10	Completed		N	3.00	N	N	N	N
2325 Whitford-Surdenik, Tanner J	2	07/01/15	Completed		N	0.00	N	N	N	N
2326 Warren, Forest G	3	07/01/15	Completed		N	0.00	N	N	N	N
DecConc Decorative Concrete Technician										
1604 Phillips, Mark V	8	03/23/17	Completed		N	0.00	N	N	N	N
DriveDef Defensive Driving										
106 Andries, Roman A	21	11/13/17	Completed		N	1.00	Y	N	N	N
312 Clark, Dale E	28	11/13/17	Completed		N	1.00	Y	N	N	N
331 Clark Jr., Kenneth B	4	11/13/17	Completed		N	1.00	Y	N	N	N
411 Deemer, Bryon C	13	11/13/17	Completed		N	1.00	Y	N	N	N
502 Emmons III, Phillips C	38	11/13/17	Completed		N	1.00	Y	N	N	N
603 Fiasky, Matthew W	27	11/13/17	Completed		N	1.00	Y	N	N	N
724 Guevara, Juan M	1	11/13/17	Completed		N	1.00	Y	N	N	N
814 Horstman, Eric L	34	11/13/17	Completed		N	1.00	Y	N	N	N
819 Hughes, Donavon D	32	11/13/17	Completed		N	1.00	Y	N	N	N
828 Hein, Kenneth D	9	11/13/17	Completed		N	1.00	Y	N	N	N
1001 Jasman, Horace E	27	11/13/17	Completed		N	1.00	Y	N	N	N
1007 Julson, Tyler A	7	11/13/17	Completed		N	1.00	Y	N	N	N
1113 Keip, Brian J	20	11/13/17	Completed		N	1.00	Y	N	N	N
1206 Lindow, Michael W	10	11/13/17	Completed		N	1.00	Y	N	N	N
1215 Lopez, Billy A	2	11/13/17	Completed		N	1.00	Y	N	N	N
1302 MacKenzie, Thomas E	39	11/13/17	Completed		N	1.00	Y	N	N	N
1356 Maurer, Chadwick E	11	11/13/17	Completed		N	1.00	Y	N	N	N
1608 Pilar, Gonzalo	7	11/13/17	Completed		N	1.00	Y	N	N	N
1610 Pilar Renteria, Luis E	9	11/13/17	Completed		N	1.00	Y	N	N	N
1801 Raimer, Gary D	10	11/13/17	Completed		N	1.00	Y	N	N	N
1915 Stebleton Jr., Kenneth D	4	11/13/17	Completed		N	1.00	Y	N	N	N
1939 Schaible, Tyler G	6	11/13/17	Completed		N	1.00	Y	N	N	N
1951 Somers, Matthew M	2	11/13/17	Completed		N	1.00	Y	N	N	N
2206 VanDyke, Eric C	4	11/13/17	Completed		N	1.00	Y	N	N	N
2601 Zemla, William D	1	11/13/17	Completed		N	1.00	Y	N	N	N
EFusionLDC Electrofusion LDC Certificatio										

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All Training Dates

Resource	Seq	Date	Status	Grade	Degree	Hours	OSHA	MSHA	First Aid	CPR
EFusionLDC Electrofusion LDC Certificatio									- Continued	
2303 Warren, Matthew J	11	02/22/17	Completed		Y	0.00	N	N	N	N
EO Equipment Operator Permit										
1370 McElhaney, Ronald G	7	01/27/17	Completed		N	0.00	Y	N	N	N
FallProt Competent Person Fall Protect										
1370 McElhaney, Ronald G	8	02/13/17	Completed		N	0.00	Y	N	N	N
FL Forklift Training										
210 Bigford Jr., Guy L	1	07/30/07	Completed		N	3.00	N	N	N	N
210 Bigford Jr., Guy L	2	07/01/10	Completed		N	0.00	N	N	N	N
210 Bigford Jr., Guy L	5	06/06/12	Completed		N	0.00	N	N	N	N
210 Bigford Jr., Guy L	6	06/25/12	Completed		N	0.00	N	N	N	N
210 Bigford Jr., Guy L	9	07/09/15	Completed		N	0.00	N	N	N	N
210 Bigford Jr., Guy L	15	07/09/18	Completed		N	0.00	N	N	N	N
210 Bigford Jr., Guy L	18	07/09/21	Completed		N	0.00	N	N	N	N
312 Clark, Dale E	4	07/30/07	Completed		N	3.00	N	N	N	N
312 Clark, Dale E	8	07/01/10	Completed		N	0.00	N	N	N	N
312 Clark, Dale E	14	06/06/12	Completed		N	0.00	N	N	N	N
312 Clark, Dale E	15	06/25/12	Completed		N	0.00	N	N	N	N
312 Clark, Dale E	22	07/09/15	Completed		N	0.00	N	N	N	N
312 Clark, Dale E	29	07/09/18	Completed		N	0.00	N	N	N	N
312 Clark, Dale E	33	07/09/21	Completed		N	0.00	N	N	N	N
318 Cornwell, Jack L	1	09/24/08	Completed		N	3.00	N	N	N	N
318 Cornwell, Jack L	5	06/06/12	Completed		N	0.00	N	N	N	N
411 Deemer, Bryon C	1	07/02/14	Completed		N	0.00	N	N	N	N
411 Deemer, Bryon C	2	07/01/14	Completed		N	0.00	N	N	N	N
411 Deemer, Bryon C	6	07/09/15	Completed		N	0.00	N	N	N	N
411 Deemer, Bryon C	16	07/09/18	Completed		N	0.00	N	N	N	N
411 Deemer, Bryon C	19	07/09/21	Completed		N	0.00	N	N	N	N
601 Fergus, Jeremy D	5	06/06/12	Completed		N	0.00	N	N	N	N
819 Hughes, Donavon D	1	09/24/08	Completed		N	3.00	N	N	N	N
819 Hughes, Donavon D	12	06/06/12	Completed		N	0.00	N	N	N	N
820 Hughes, Patrick L	1	09/24/08	Completed		N	3.00	N	N	N	N
820 Hughes, Patrick L	7	06/06/12	Completed		N	0.00	N	N	N	N
1206 Lindow, Michael W	1	07/30/07	Completed		N	0.00	N	N	N	N
1206 Lindow, Michael W	2	06/06/12	Completed		N	0.00	N	N	N	N
1206 Lindow, Michael W	3	06/25/12	Completed		N	0.00	N	N	N	N
1206 Lindow, Michael W	6	07/09/15	Completed		N	0.00	N	N	N	N
1206 Lindow, Michael W	12	07/09/18	Completed		N	0.00	N	N	N	N
1206 Lindow, Michael W	14	07/09/21	Completed		N	0.00	N	N	N	N
1315 Melvin, Cornie	3	07/30/07	Completed		N	3.00	N	N	N	N
1315 Melvin, Cornie	5	07/01/10	Completed		N	0.00	N	N	N	N
1315 Melvin, Cornie	10	06/06/12	Completed		N	0.00	N	N	N	N
1315 Melvin, Cornie	11	06/25/12	Completed		N	0.00	N	N	N	N
1315 Melvin, Cornie	18	07/09/15	Completed		N	0.00	N	N	N	N
1315 Melvin, Cornie	26	07/09/18	Completed		N	0.00	N	N	N	N
1352 MacKenzie, Thomas A	1	06/06/12	Completed		N	0.00	N	N	N	N
1352 MacKenzie, Thomas A	2	06/25/12	Completed		N	0.00	N	N	N	N
1503 Otto, Cameron W	2	09/24/08	Completed		N	3.00	N	N	N	N
1503 Otto, Cameron W	10	06/06/12	Completed		N	0.00	N	N	N	N
1503 Otto, Cameron W	18	12/03/15	Completed		Y	0.00	N	N	N	N
1610 Pilar Renteria, Luis E	4	07/06/15	Completed		Y	0.00	N	N	N	N
1610 Pilar Renteria, Luis E	15	03/22/19	Completed		Y	0.00	N	N	N	N
1628 Purvis, Carl E	2	08/02/11	Completed		N	0.00	N	N	N	N

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Resource	Seq	Date	Status	Grade	Degree	Hours	OSHA	MSHA	First Aid	CPR
FL Forklift Training									- Continued	
1628 Purvis, Carl E	5	06/06/12	Completed		N	0.00	N	N	N	N
1803 Rickman, Charles R	1	09/24/08	Completed		N	3.00	N	N	N	N
1803 Rickman, Charles R	9	06/06/12	Completed		N	0.00	N	N	N	N
1803 Rickman, Charles R	45	06/08/21	Completed		N	0.00	Y	N	N	N
2116 Torres, Alvaro	1	07/06/15	Completed		Y	0.00	N	N	N	N
2123 Tinkey, Russell D	1	07/09/21	Completed		N	0.00	N	N	N	N
2601 Zemla, William D	4	07/09/18	Completed		N	0.00	N	N	N	N
2601 Zemla, William D	7	07/09/21	Completed		N	0.00	N	N	N	N
Flag Flagger Certification										
221 Bailey, Micah	15	08/15/18	Completed		N	0.00	Y	N	N	N
226 Bivins, Zachary T	5	08/23/18	Completed		N	0.00	Y	N	N	N
322 Curby, Russell J	29	08/15/18	Completed		N	0.00	Y	N	N	N
601 Fergus, Jeremy D	26	08/15/18	Completed		N	0.00	Y	N	N	N
724 Guevara, Juan M	3	08/15/18	Completed		N	0.00	Y	N	N	N
813 Hildenbrand, Thomas F	9	08/15/18	Completed		N	0.00	Y	N	N	N
1101 Kempher, Daryl B	13	08/15/18	Completed		N	0.00	Y	N	N	N
1328 Meingasner, Roger E	6	08/15/18	Completed		N	0.00	Y	N	N	N
1352 MacKenzie, Thomas A	13	08/15/18	Completed		N	0.00	Y	N	N	N
1370 McElhaney, Ronald G	5	05/21/18	Completed		N	0.00	Y	N	N	N
1382 Maddox, Collin J	1	09/17/20	Completed		N	0.00	Y	N	N	N
1613 Platte, James M	11	08/15/18	Completed		N	0.00	Y	N	N	N
1820 Redman, Ryan S	4	08/15/18	Completed		N	0.00	Y	N	N	N
1940 Smith, Brian J	10	08/15/18	Completed		N	0.00	Y	N	N	N
FlatFin Flatwork Finisher Cert										
700 Garcia, Felipe	4	03/02/17	Completed		N	0.00	N	N	N	N
1604 Phillips, Mark V	10	03/02/17	Completed		N	0.00	N	N	N	N
1610 Pilar Renteria, Luis E	8	03/02/17	Completed		N	0.00	N	N	N	N
GPS GPS Training										
127 Atwell, Kaleb G	2	03/06/24	Completed		N	16.00	N	N	N	N
226 Bivins, Zachary T	10	03/06/24	Completed		N	16.00	N	N	N	N
436 Dean Jr, Douglas F	2	03/06/24	Completed		N	16.00	N	N	N	N
503 Everett, Gregory D	8	03/06/24	Completed		N	16.00	N	N	N	N
602 Ferguson, Kevin E	20	03/06/24	Completed		N	16.00	N	N	N	N
603 Fiasky, Matthew W	40	03/06/24	Completed		N	16.00	N	N	N	N
631 Fatura, Carl J	4	03/06/24	Completed		N	16.00	N	N	N	N
711 Grummet, Ted J	25	03/06/24	Completed		N	16.00	N	N	N	N
802 Hampton, Matthew S	6	03/06/24	Completed		N	16.00	N	N	N	N
814 Horstman, Eric L	50	03/06/24	Completed		N	16.00	N	N	N	N
828 Hein, Kenneth D	24	03/06/24	Unscheduled		N	16.00	N	N	N	N
1001 Jasman, Horace E	48	03/06/24	Completed		N	16.00	N	N	N	N
1101 Kempher, Daryl B	19	03/06/24	Completed		N	16.00	N	N	N	N
1220 Lulham, Blake W	6	03/06/24	Completed		N	16.00	N	N	N	N
1367 Merryfield, Chase A	2	03/06/24	Completed		N	16.00	N	N	N	N
1382 Maddox, Collin J	7	03/06/24	Completed		N	16.00	N	N	N	N
1620 Platte, Roger M	15	03/06/24	Completed		N	16.00	N	N	N	N
1648 Phillips, Cameron D	6	03/06/24	Completed		N	16.00	N	N	N	N
1827 Ridner, Taran R	12	03/06/24	Completed		N	16.00	N	N	N	N
1940 Smith, Brian J	14	03/06/24	Completed		N	16.00	N	N	N	N
1951 Somers, Matthew M	10	03/06/24	Completed		N	16.00	N	N	N	N
1966 Smith, Michael J	10	03/06/24	Completed		N	16.00	N	N	N	N
1976 Spitzley, Noah N	6	03/06/24	Completed		N	16.00	N	N	N	N
1980 Shillinger, Caleb E	1	03/06/24	Completed		N	16.00	N	N	N	N

HR Training & Education By Training Code

All Training Codes **All Resources**

All Training Dates

Resource	Seq	Date	Status	Grade	Degree	Hours	OSHA	MSHA	First Aid	CPR
HAZW OSHA Hazwoper 40-Hour										
100 Abfalter, David M	17		Completed		N	40.00	Y	N	N	N
106 Andries, Roman A	10		Completed		N	40.00	Y	N	N	N
125 Adame, Francisco J	2	02/13/24	Completed		N	24.00	Y	N	N	N
126 Adame Jr., Francisco J	2	02/13/24	Completed		N	24.00	Y	N	N	N
127 Atwell, Kaleb G	1	02/27/24	Completed		N	24.00	Y	N	N	N
221 Bailey, Micah	1	07/15/12	Completed		N	40.00	Y	N	N	N
250 Bradley, Michael G	1	01/26/17	Completed		N	40.00	Y	N	N	N
255 Barendse, Logan B	2	02/13/24	Completed		N	24.00	Y	N	N	N
318 Cornwell, Jack L	13	09/24/21	Completed		N	40.00	Y	N	N	N
322 Curby, Russell J	9	05/26/11	Completed		N	40.00	Y	N	N	N
331 Clark Jr., Kenneth B	8	02/27/24	Completed		N	24.00	Y	N	N	N
358 Curry, Kaleb S	5	02/27/24	Completed		N	24.00	Y	N	N	N
362 Cook, Dustin J	2	02/27/24	Completed		N	24.00	Y	N	N	N
371 Cooper, Wyatt B	1	02/13/24	Completed		N	24.00	Y	N	N	N
372 Childers, Brian S	2	02/27/24	Completed		N	24.00	Y	N	N	N
374 Carter, Steven S	1	02/13/24	Completed		N	24.00	Y	N	N	N
375 Cisneros, Jesus A	1	02/13/24	Completed		N	24.00	Y	N	N	N
376 Cisneros, Martin	2	02/13/24	Completed		N	24.00	Y	N	N	N
411 Deemer, Bryon C	21	02/06/24	Completed		N	24.00	Y	N	N	N
420 Dionise, Nicholas B	5	02/06/24	Completed		N	24.00	Y	N	N	N
429 Dalla-Vecchia, Luciano G	6	02/27/24	Completed		N	24.00	Y	N	N	N
433 Duran, Kyle N	2	02/27/24	Completed		N	24.00	Y	N	N	N
434 Durham, Joshua B	3	02/06/24	Completed		N	24.00	Y	N	N	N
436 Dean Jr, Douglas F	1	02/06/24	Completed		N	24.00	Y	N	N	N
501 Emmons Jr, Phillips C	19		Completed		N	40.00	Y	N	N	N
502 Emmons III, Phillips C	11	07/16/04	Completed		N	40.00	Y	N	N	N
601 Fergus, Jeremy D	3	05/26/11	Completed		N	40.00	Y	N	N	N
602 Ferguson, Kevin E	5		Completed		N	0.00	Y	N	N	N
603 Fiasky, Matthew W	10	05/26/11	Completed		N	40.00	Y	N	N	N
627 Foy, Nicholas J	9	02/13/24	Completed		N	24.00	Y	N	N	N
631 Fatura, Carl J	3	02/06/24	Completed		N	24.00	Y	N	N	N
636 Fogelson, Sonny G	1	05/12/06	Completed		N	40.00	Y	N	N	N
700 Garcia, Felipe	11	02/13/24	Completed		N	24.00	Y	N	N	N
711 Grummet, Ted J	24	02/06/24	Completed		N	24.00	Y	N	N	N
726 Gutierrez, Jose L	1	02/13/24	Completed		N	24.00	Y	N	N	N
730 Garcia, Xavier J	1	02/13/24	Completed		N	24.00	Y	N	N	N
732 Gilmartin, Brock T	1	02/27/24	Completed		N	24.00	Y	N	N	N
733 Gilmartin, Bruce R	1	02/27/24	Completed		N	24.00	Y	N	N	N
734 Griffin, Douglas LJ	1	03/29/23	Completed		Y	0.00	Y	N	N	N
802 Hampton, Matthew S	5	02/06/24	Completed		N	24.00	Y	N	N	N
804 Harr, Stephen A	11	02/13/24	Completed		N	24.00	Y	N	N	N
814 Horstman, Eric L	13	04/05/12	Completed		N	40.00	Y	N	N	N
816 Hosler, Timothy L	2	02/27/24	Completed		N	24.00	Y	N	N	N
819 Hughes, Donavon D	7	11/08/11	Completed		N	40.00	Y	N	N	N
820 Hughes, Patrick L	5	11/08/11	Completed		N	40.00	Y	N	N	N
827 Hallenbeck, Mitch L	1	05/26/11	Completed		N	40.00	Y	N	N	N
828 Hein, Kenneth D	23	02/06/24	Completed		N	24.00	Y	N	N	N
855 Horton, Brock C	2	02/13/24	Completed		N	24.00	Y	N	N	N
857 Hester, Trajan A	3	02/13/24	Completed		N	24.00	Y	N	N	N
860 Heifner, Kenneth C	1	02/27/24	Completed		N	24.00	Y	N	N	N
1001 Jasman, Horace E	2	05/26/11	Completed		N	40.00	Y	N	N	N
1011 Jaquette, David M	1	03/12/19	Completed		N	40.00	Y	N	N	N
1016 Julson, Ronald N	2	02/06/24	Completed		N	24.00	Y	N	N	N

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All Training Dates

Resource	Seq	Date	Status	Grade	Degree	Hours	OSHA	MSHA	First Aid	CPR
HAZW OSHA Hazwoper 40-Hour									- Continued	
1101 Kempher, Daryl B	18	02/06/24	Completed		N	24.00	Y	N	N	N
1113 Keip, Brian J	2	05/26/11	Completed		N	40.00	Y	N	N	N
1125 Keifer, Kyle J	3	02/13/24	Completed		N	24.00	Y	N	N	N
1200 Lampman, Aaron D	10	02/27/24	Completed		N	24.00	Y	N	N	N
1215 Lopez, Billy A	8	02/13/24	Completed		N	24.00	Y	N	N	N
1219 Luna Luevanos, Jose Trinidad	3	02/13/24	Completed		N	24.00	Y	N	N	N
1220 Lulham, Blake W	4		Completed		N	0.00	Y	N	N	N
1226 Ledford, Grant C	3	02/13/24	Completed		N	24.00	Y	N	N	N
1301 MacKenzie, Stephanie L	11		Completed		N	40.00	Y	N	N	N
1302 MacKenzie, Thomas E	20		Completed		N	40.00	Y	N	N	N
1309 McLean, Jacob M	18	02/27/24	Completed		N	24.00	Y	N	N	N
1328 Meingasner, Roger E	12	02/06/24	Completed		N	24.00	Y	N	N	N
1352 MacKenzie, Thomas A	16	03/28/19	Completed		N	40.00	Y	N	N	N
1355 McPhee, Sean M	22	09/24/21	Completed		N	40.00	Y	N	N	N
1370 McElhaney, Ronald G	1	08/17/15	Completed		N	40.00	Y	N	N	N
1380 Mikula, Jason B	7	02/06/24	Completed		N	24.00	Y	N	N	N
1381 Morel, James R	5		Completed		N	0.00	Y	N	N	N
1382 Maddox, Collin J	6	02/13/24	Completed		N	24.00	Y	N	N	N
1384 Meekhof, Nathan T	2	02/13/24	Completed		N	24.00	Y	N	N	N
1410 Nainan, Zane A	2	02/13/24	Completed		N	24.00	Y	N	N	N
1503 Otto, Cameron W	8	11/08/11	Completed		N	40.00	Y	N	N	N
1508 Olney, James A	9	02/06/24	Completed		N	24.00	Y	N	N	N
1512 O'Neil, Sean P	4	02/27/24	Completed		N	24.00	Y	N	N	N
1608 Pilar, Gonzalo	11	02/06/24	Completed		N	24.00	Y	N	N	N
1610 Pilar Renteria, Luis E	21	02/13/24	Completed		N	24.00	Y	N	N	N
1615 Puskala, Benjamin J	1	05/14/08	Completed		Y	40.00	Y	N	N	N
1620 Platte, Roger M	14	02/13/24	Completed		N	24.00	Y	N	N	N
1622 Petipren, Karl R	4	02/27/24	Completed		N	24.00	Y	N	N	N
1626 Pierson, Brian L	13		Completed		N	0.00	Y	N	N	N
1628 Purvis, Carl E	20	02/06/24	Completed		N	24.00	Y	N	N	N
1648 Phillips, Cameron D	5	02/13/24	Completed		N	24.00	Y	N	N	N
1650 Patrick, Jacob M	2	02/13/24	Completed		N	24.00	Y	N	N	N
1652 Pilar, Santiago J	2	02/06/24	Completed		N	24.00	Y	N	N	N
1803 Rickman, Charles R	5	11/08/11	Completed		N	40.00	Y	N	N	N
1820 Redman, Ryan S	7	02/13/24	Completed		N	24.00	Y	N	N	N
1827 Ridner, Taran R	4	09/24/21	Completed		N	40.00	Y	N	N	N
1903 Sherrell, Ronald E	10		Completed		N	40.00	Y	N	N	N
1915 Stebleton Jr., Kenneth D	7	02/27/24	Completed		N	24.00	Y	N	N	N
1931 Stanaway, David R	8	02/06/24	Completed		N	24.00	Y	N	N	N
1940 Smith, Brian J	13	02/06/24	Completed		N	24.00	Y	N	N	N
1941 Stover, Ralph E	7	02/06/24	Completed		N	24.00	Y	N	N	N
1949 Sivyer, Hunter L	1	02/27/24	Completed		N	24.00	Y	N	N	N
1951 Somers, Matthew M	9	02/06/24	Completed		N	24.00	Y	N	N	N
1965 Sawade, James R	2	02/27/24	Completed		N	24.00	Y	N	N	N
1966 Smith, Michael J	1		Completed		Y	0.00	N	N	N	N
1969 Sivyer, Gage J	2	02/27/24	Completed		N	24.00	Y	N	N	N
1970 Smith, Jacob W	2	02/27/24	Completed		N	24.00	Y	N	N	N
1976 Spitzley, Noah N	5	02/06/24	Completed		N	24.00	Y	N	N	N
1978 Spitler, Matthew B	1		Completed		N	0.00	Y	N	N	N
2005 Toews, Kirk D	7	03/07/92	Completed		Y	40.00	Y	N	N	N
2010 Townsend, Jeremy W	2	05/26/11	Completed		N	40.00	Y	N	N	N
2116 Torres, Alvaro	7	02/13/24	Completed		N	24.00	Y	N	N	N
2206 VanDyke, Eric C	9	02/06/24	Completed		N	24.00	Y	N	N	N

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All Training Dates

Resource	Seq	Date	Status	Grade	Degree	Hours	OSHA	MSHA	First Aid	CPR
HAZW OSHA Hazwoper 40-Hour									- Continued	
2303 Warren, Matthew J	28	02/06/24	Completed		N	24.00	Y	N	N	N
2305 West, Patrick S	14	02/06/24	Completed		N	24.00	Y	N	N	N
2326 Warren, Forest G	11	02/27/24	Completed		N	24.00	Y	N	N	N
2601 Zemla, William D	9	02/27/24	Completed		N	24.00	Y	N	N	N
HAZWRef OSHA Hazwoper Refresher										
100 Abfalter, David M	2	03/14/08	Completed		N	8.00	Y	N	N	N
100 Abfalter, David M	9	03/20/09	Completed		N	8.00	Y	N	N	N
100 Abfalter, David M	10	03/19/10	Completed		N	8.00	Y	N	N	N
100 Abfalter, David M	13	02/04/11	Completed		N	8.00	Y	N	N	N
100 Abfalter, David M	16	03/16/12	Completed		N	8.00	Y	N	N	N
100 Abfalter, David M	19	02/01/13	Completed		N	8.00	Y	N	N	N
100 Abfalter, David M	23	02/07/14	Completed		N	8.00	Y	N	N	N
100 Abfalter, David M	24	02/06/15	Completed		N	8.00	Y	N	N	N
100 Abfalter, David M	32	02/05/16	Completed		N	8.00	Y	N	N	N
100 Abfalter, David M	37	02/03/17	Completed		N	8.00	Y	N	N	N
100 Abfalter, David M	41	03/16/18	Completed		N	8.00	Y	N	N	N
100 Abfalter, David M	46	03/15/19	Completed		N	8.00	Y	N	N	N
100 Abfalter, David M	50	03/13/20	Completed		N	8.00	Y	N	N	N
100 Abfalter, David M	56	02/03/23	Completed		N	8.00	Y	N	N	N
100 Abfalter, David M	57	02/02/24	Completed		N	8.00	Y	N	N	N
106 Andries, Roman A	1	03/14/08	Completed		N	8.00	Y	N	N	N
106 Andries, Roman A	4	03/20/09	Completed		N	8.00	Y	N	N	N
106 Andries, Roman A	5	03/19/10	Completed		N	8.00	Y	N	N	N
106 Andries, Roman A	7	02/04/11	Completed		N	8.00	Y	N	N	N
106 Andries, Roman A	9	03/16/12	Completed		N	8.00	Y	N	N	N
106 Andries, Roman A	11	02/01/13	Completed		N	8.00	Y	N	N	N
106 Andries, Roman A	13	02/07/14	Completed		N	8.00	Y	N	N	N
106 Andries, Roman A	14	02/06/15	Completed		N	8.00	Y	N	N	N
106 Andries, Roman A	16	02/05/16	Completed		N	8.00	Y	N	N	N
106 Andries, Roman A	18	02/03/17	Completed		N	8.00	Y	N	N	N
106 Andries, Roman A	22	03/16/18	Completed		N	8.00	Y	N	N	N
106 Andries, Roman A	25	03/15/19	Completed		N	8.00	Y	N	N	N
221 Bailey, Micah	2	02/01/13	Completed		N	8.00	Y	N	N	N
221 Bailey, Micah	4	02/07/14	Completed		N	8.00	Y	N	N	N
221 Bailey, Micah	6	02/06/15	Completed		N	8.00	Y	N	N	N
221 Bailey, Micah	9	02/03/17	Completed		N	8.00	Y	N	N	N
221 Bailey, Micah	12	03/16/18	Completed		N	8.00	Y	N	N	N
221 Bailey, Micah	16	03/15/19	Completed		N	8.00	Y	N	N	N
221 Bailey, Micah	20	02/02/24	Completed		N	8.00	Y	N	N	N
250 Bradley, Michael G	3	02/02/24	Completed		N	8.00	Y	N	N	N
318 Cornwell, Jack L	16	02/03/23	Completed		N	8.00	Y	N	N	N
318 Cornwell, Jack L	18	02/02/24	Completed		N	8.00	Y	N	N	N
322 Curby, Russell J	10	03/16/12	Completed		N	8.00	Y	N	N	N
322 Curby, Russell J	11	02/01/13	Completed		N	8.00	Y	N	N	N
322 Curby, Russell J	14	02/07/14	Completed		N	8.00	Y	N	N	N
322 Curby, Russell J	16	02/06/15	Completed		N	8.00	Y	N	N	N
322 Curby, Russell J	19	02/05/16	Completed		N	8.00	Y	N	N	N
322 Curby, Russell J	25	03/16/18	Completed		N	8.00	Y	N	N	N
322 Curby, Russell J	30	03/15/19	Completed		N	8.00	Y	N	N	N
322 Curby, Russell J	33	03/13/20	Completed		N	8.00	Y	N	N	N
501 Emmons Jr, Phillips C	1	03/14/08	Completed		N	8.00	Y	N	N	N
501 Emmons Jr, Phillips C	9	03/20/09	Completed		N	8.00	Y	N	N	N
501 Emmons Jr, Phillips C	10	03/19/10	Completed		N	8.00	Y	N	N	N

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All Training Codes **All Resources**

All Training Dates

Resource	Seq	Date	Status	Grade	Degree	Hours	OSHA	MSHA	First Aid	CPR
HAZWRef OSHA Hazwoper Refresher									- Continued	
501 Emmons Jr, Phillips C	13	02/04/11	Completed		N	8.00	Y	N	N	N
501 Emmons Jr, Phillips C	18	03/16/12	Completed		N	8.00	Y	N	N	N
501 Emmons Jr, Phillips C	20	02/01/13	Completed		N	8.00	Y	N	N	N
501 Emmons Jr, Phillips C	22	02/07/14	Completed		N	8.00	Y	N	N	N
501 Emmons Jr, Phillips C	24	02/06/15	Completed		N	8.00	Y	N	N	N
501 Emmons Jr, Phillips C	29	02/05/16	Completed		N	8.00	Y	N	N	N
501 Emmons Jr, Phillips C	45	03/15/19	Completed		N	8.00	Y	N	N	N
501 Emmons Jr, Phillips C	49	03/13/20	Completed		N	8.00	Y	N	N	N
501 Emmons Jr, Phillips C	59	02/03/23	Completed		N	8.00	Y	N	N	N
501 Emmons Jr, Phillips C	61	02/02/24	Completed		N	8.00	Y	N	N	N
502 Emmons III, Phillips C	1	03/14/08	Completed		N	8.00	Y	N	N	N
502 Emmons III, Phillips C	5	03/20/09	Completed		N	8.00	Y	N	N	N
502 Emmons III, Phillips C	6	03/19/10	Completed		N	8.00	Y	N	N	N
502 Emmons III, Phillips C	7	02/04/11	Completed		N	8.00	Y	N	N	N
502 Emmons III, Phillips C	10	03/16/12	Completed		N	8.00	Y	N	N	N
502 Emmons III, Phillips C	12	02/01/13	Completed		N	8.00	Y	N	N	N
502 Emmons III, Phillips C	15	02/07/14	Completed		N	8.00	Y	N	N	N
502 Emmons III, Phillips C	17	02/06/15	Completed		N	8.00	Y	N	N	N
502 Emmons III, Phillips C	28	02/05/16	Completed		N	8.00	Y	N	N	N
502 Emmons III, Phillips C	36	02/03/17	Completed		N	8.00	Y	N	N	N
502 Emmons III, Phillips C	39	03/16/18	Completed		N	8.00	Y	N	N	N
502 Emmons III, Phillips C	45	03/15/19	Completed		N	8.00	Y	N	N	N
502 Emmons III, Phillips C	49	03/13/20	Completed		N	8.00	Y	N	N	N
502 Emmons III, Phillips C	56	02/03/23	Completed		N	8.00	Y	N	N	N
502 Emmons III, Phillips C	58	02/02/24	Completed		N	8.00	Y	N	N	N
601 Fergus, Jeremy D	4	03/16/12	Completed		N	8.00	Y	N	N	N
601 Fergus, Jeremy D	6	02/01/13	Completed		N	8.00	Y	N	N	N
601 Fergus, Jeremy D	8	02/07/14	Completed		N	8.00	Y	N	N	N
601 Fergus, Jeremy D	11	02/06/15	Completed		N	8.00	Y	N	N	N
601 Fergus, Jeremy D	16	02/05/16	Completed		N	8.00	Y	N	N	N
601 Fergus, Jeremy D	19	02/03/17	Completed		N	8.00	Y	N	N	N
601 Fergus, Jeremy D	22	03/16/18	Completed		N	8.00	Y	N	N	N
601 Fergus, Jeremy D	28	03/15/19	Completed		N	8.00	Y	N	N	N
601 Fergus, Jeremy D	32	03/13/20	Completed		N	8.00	Y	N	N	N
601 Fergus, Jeremy D	38	02/02/24	Completed		N	8.00	Y	N	N	N
602 Ferguson, Kevin E	4	05/23/19	Completed		N	8.00	Y	N	N	N
602 Ferguson, Kevin E	8	03/13/20	Completed		N	8.00	Y	N	N	N
602 Ferguson, Kevin E	11	09/25/21	Completed		N	8.00	Y	N	N	N
602 Ferguson, Kevin E	16	02/03/23	Completed		N	8.00	Y	N	N	N
602 Ferguson, Kevin E	19	02/02/24	Completed		N	8.00	Y	N	N	N
603 Fiasky, Matthew W	13	03/16/12	Completed		N	8.00	Y	N	N	N
603 Fiasky, Matthew W	14	02/01/13	Completed		N	8.00	Y	N	N	N
603 Fiasky, Matthew W	19	02/06/15	Completed		N	8.00	Y	N	N	N
603 Fiasky, Matthew W	28	03/16/18	Completed		N	8.00	Y	N	N	N
603 Fiasky, Matthew W	32	03/15/19	Completed		N	8.00	Y	N	N	N
603 Fiasky, Matthew W	36	03/13/20	Completed		N	8.00	Y	N	N	N
603 Fiasky, Matthew W	39	02/02/24	Completed		N	8.00	Y	N	N	N
814 Horstman, Eric L	15	02/01/13	Completed		N	8.00	Y	N	N	N
814 Horstman, Eric L	19	02/07/14	Completed		N	8.00	Y	N	N	N
814 Horstman, Eric L	21	02/06/15	Completed		N	8.00	Y	N	N	N
814 Horstman, Eric L	25	02/05/16	Completed		N	8.00	Y	N	N	N
814 Horstman, Eric L	30	02/03/17	Completed		N	8.00	Y	N	N	N
814 Horstman, Eric L	35	03/16/18	Completed		N	8.00	Y	N	N	N

HR Training & Education By Training Code

All Training Codes **All Resources**

All Training Dates

Resource	Seq	Date	Status	Grade	Degree	Hours	OSHA	MSHA	First Aid	CPR
HAZWRef OSHA Hazwoper Refresher										- Continued
814 Horstman, Eric L	40	03/15/19	Completed		N	8.00	Y	N	N	N
814 Horstman, Eric L	44	03/13/20	Completed		N	8.00	Y	N	N	N
814 Horstman, Eric L	48	02/03/23	Completed		N	8.00	Y	N	N	N
814 Horstman, Eric L	49	02/02/24	Completed		N	8.00	Y	N	N	N
819 Hughes, Donavon D	13	02/01/13	Completed		N	8.00	Y	N	N	N
819 Hughes, Donavon D	16	02/07/14	Completed		N	8.00	Y	N	N	N
819 Hughes, Donavon D	18	02/06/15	Completed		N	8.00	Y	N	N	N
819 Hughes, Donavon D	25	02/05/16	Completed		N	8.00	Y	N	N	N
819 Hughes, Donavon D	29	02/03/17	Completed		N	8.00	Y	N	N	N
819 Hughes, Donavon D	33	03/16/18	Completed		N	8.00	Y	N	N	N
819 Hughes, Donavon D	40	03/15/19	Completed		N	8.00	Y	N	N	N
819 Hughes, Donavon D	43	03/13/20	Completed		N	8.00	Y	N	N	N
819 Hughes, Donavon D	46	09/25/21	Completed		N	8.00	Y	N	N	N
819 Hughes, Donavon D	50	02/03/23	Completed		N	8.00	Y	N	N	N
819 Hughes, Donavon D	51	02/02/24	Completed		N	8.00	Y	N	N	N
820 Hughes, Patrick L	8	02/01/13	Completed		N	8.00	Y	N	N	N
820 Hughes, Patrick L	10	02/07/14	Completed		N	8.00	Y	N	N	N
820 Hughes, Patrick L	11	02/06/15	Completed		N	8.00	Y	N	N	N
820 Hughes, Patrick L	16	02/05/16	Completed		N	8.00	Y	N	N	N
820 Hughes, Patrick L	18	02/03/17	Completed		N	8.00	Y	N	N	N
820 Hughes, Patrick L	22	03/16/18	Completed		N	8.00	Y	N	N	N
820 Hughes, Patrick L	29	03/15/19	Completed		N	8.00	Y	N	N	N
820 Hughes, Patrick L	33	03/13/20	Completed		N	8.00	Y	N	N	N
820 Hughes, Patrick L	37	09/25/21	Completed		N	8.00	Y	N	N	N
820 Hughes, Patrick L	42	02/03/23	Completed		N	8.00	Y	N	N	N
820 Hughes, Patrick L	43	02/02/24	Completed		N	8.00	Y	N	N	N
827 Hallenbeck, Mitch L	2	03/16/12	Completed		N	8.00	Y	N	N	N
827 Hallenbeck, Mitch L	3	02/01/13	Completed		N	8.00	Y	N	N	N
827 Hallenbeck, Mitch L	5	02/07/14	Completed		N	8.00	Y	N	N	N
827 Hallenbeck, Mitch L	7	02/06/15	Completed		N	8.00	Y	N	N	N
827 Hallenbeck, Mitch L	12	03/16/18	Completed		N	8.00	Y	N	N	N
827 Hallenbeck, Mitch L	14	03/15/19	Completed		N	8.00	Y	N	N	N
1001 Jasman, Horace E	4	03/16/12	Completed		N	8.00	Y	N	N	N
1001 Jasman, Horace E	5	02/01/13	Completed		N	8.00	Y	N	N	N
1001 Jasman, Horace E	7	02/07/14	Completed		N	8.00	Y	N	N	N
1001 Jasman, Horace E	11	02/06/15	Completed		N	8.00	Y	N	N	N
1001 Jasman, Horace E	15	02/05/16	Completed		N	8.00	Y	N	N	N
1001 Jasman, Horace E	23	02/03/17	Completed		N	8.00	Y	N	N	N
1001 Jasman, Horace E	28	03/16/18	Completed		N	8.00	Y	N	N	N
1001 Jasman, Horace E	33	03/15/19	Completed		N	8.00	Y	N	N	N
1001 Jasman, Horace E	38	03/13/20	Completed		N	8.00	Y	N	N	N
1001 Jasman, Horace E	45	02/03/23	Completed		N	8.00	Y	N	N	N
1001 Jasman, Horace E	47	02/02/24	Completed		N	8.00	Y	N	N	N
1011 Jaquette, David M	2	03/15/19	Completed		N	8.00	Y	N	N	N
1011 Jaquette, David M	5	03/13/20	Completed		N	8.00	Y	N	N	N
1011 Jaquette, David M	9	02/02/24	Completed		N	8.00	Y	N	N	N
1113 Keip, Brian J	4	03/16/12	Completed		N	8.00	Y	N	N	N
1113 Keip, Brian J	5	02/01/13	Completed		N	8.00	Y	N	N	N
1113 Keip, Brian J	8	02/07/14	Completed		N	8.00	Y	N	N	N
1113 Keip, Brian J	9	02/06/15	Completed		N	8.00	Y	N	N	N
1113 Keip, Brian J	12	02/05/16	Completed		N	8.00	Y	N	N	N
1113 Keip, Brian J	16	02/03/17	Completed		N	8.00	Y	N	N	N
1113 Keip, Brian J	21	03/16/18	Completed		N	8.00	Y	N	N	N

HR Training & Education By Training Code

All Training Codes **All Resources**

All Training Dates

Resource	Seq	Date	Status	Grade	Degree	Hours	OSHA	MSHA	First Aid	CPR
HAZWRef OSHA Hazwoper Refresher									- Continued	
1113 Keip, Brian J	25	03/15/19	Completed		N	8.00	Y	N	N	N
1113 Keip, Brian J	28	03/13/20	Completed		N	8.00	Y	N	N	N
1113 Keip, Brian J	33	02/03/23	Completed		N	8.00	Y	N	N	N
1113 Keip, Brian J	34	02/02/24	Completed		N	8.00	Y	N	N	N
1301 MacKenzie, Stephanie L	3	04/18/08	Completed		N	8.00	Y	N	N	N
1301 MacKenzie, Stephanie L	8	03/20/09	Completed		N	8.00	Y	N	N	N
1301 MacKenzie, Stephanie L	9	03/19/10	Completed		N	8.00	Y	N	N	N
1301 MacKenzie, Stephanie L	10	03/16/12	Completed		N	8.00	Y	N	N	N
1301 MacKenzie, Stephanie L	12	02/01/13	Completed		N	8.00	Y	N	N	N
1301 MacKenzie, Stephanie L	14	02/07/14	Completed		N	8.00	Y	N	N	N
1301 MacKenzie, Stephanie L	15	02/06/15	Completed		N	8.00	Y	N	N	N
1301 MacKenzie, Stephanie L	18	02/03/17	Completed		N	8.00	Y	N	N	N
1301 MacKenzie, Stephanie L	21	03/16/18	Completed		N	8.00	Y	N	N	N
1301 MacKenzie, Stephanie L	23	03/15/19	Completed		N	8.00	Y	N	N	N
1301 MacKenzie, Stephanie L	26	03/13/20	Completed		N	8.00	Y	N	N	N
1302 MacKenzie, Thomas E	10	03/20/09	Completed		N	8.00	Y	N	N	N
1302 MacKenzie, Thomas E	11	03/19/10	Completed		N	8.00	Y	N	N	N
1302 MacKenzie, Thomas E	15	05/26/11	Completed		N	8.00	Y	N	N	N
1302 MacKenzie, Thomas E	19	03/16/12	Completed		N	8.00	Y	N	N	N
1302 MacKenzie, Thomas E	22	02/01/13	Completed		N	8.00	Y	N	N	N
1302 MacKenzie, Thomas E	26	02/07/14	Completed		N	8.00	Y	N	N	N
1302 MacKenzie, Thomas E	27	02/06/15	Completed		N	8.00	Y	N	N	N
1302 MacKenzie, Thomas E	42	03/15/19	Completed		N	8.00	Y	N	N	N
1302 MacKenzie, Thomas E	46	03/13/20	Completed		N	8.00	Y	N	N	N
1302 MacKenzie, Thomas E	52	02/02/24	Completed		N	8.00	Y	N	N	N
1352 MacKenzie, Thomas A	18	03/13/20	Completed		N	8.00	Y	N	N	N
1355 McPhee, Sean M	24	02/03/23	Completed		N	8.00	Y	N	N	N
1355 McPhee, Sean M	26	02/02/24	Completed		N	8.00	Y	N	N	N
1370 McElhaney, Ronald G	18	03/15/19	Completed		N	8.00	Y	N	N	N
1370 McElhaney, Ronald G	26	03/13/20	Completed		N	8.00	Y	N	N	N
1370 McElhaney, Ronald G	40	02/03/23	Completed		N	8.00	Y	N	N	N
1370 McElhaney, Ronald G	43	02/02/24	Completed		N	8.00	Y	N	N	N
1381 Morel, James R	7	02/02/24	Completed		N	8.00	Y	N	N	N
1503 Otto, Cameron W	11	02/01/13	Completed		N	8.00	Y	N	N	N
1503 Otto, Cameron W	13	02/07/14	Completed		N	8.00	Y	N	N	N
1503 Otto, Cameron W	20	02/05/16	Completed		N	8.00	Y	N	N	N
1503 Otto, Cameron W	22	02/03/17	Completed		N	8.00	Y	N	N	N
1503 Otto, Cameron W	25	03/16/18	Completed		N	8.00	Y	N	N	N
1503 Otto, Cameron W	31	03/15/19	Completed		N	8.00	Y	N	N	N
1503 Otto, Cameron W	34	03/13/20	Completed		N	8.00	Y	N	N	N
1503 Otto, Cameron W	37	09/25/21	Completed		N	8.00	Y	N	N	N
1503 Otto, Cameron W	41	02/03/23	Completed		N	8.00	Y	N	N	N
1503 Otto, Cameron W	43	02/02/24	Completed		N	8.00	Y	N	N	N
1615 Puskala, Benjamin J	3	07/30/09	Completed		N	8.00	Y	N	N	N
1615 Puskala, Benjamin J	4	03/19/10	Completed		N	8.00	Y	N	N	N
1615 Puskala, Benjamin J	6	05/25/11	Completed		N	8.00	Y	N	N	N
1615 Puskala, Benjamin J	7	03/16/12	Completed		N	8.00	Y	N	N	N
1615 Puskala, Benjamin J	8	02/01/13	Completed		N	8.00	Y	N	N	N
1615 Puskala, Benjamin J	10	02/07/14	Completed		N	8.00	Y	N	N	N
1615 Puskala, Benjamin J	11	02/06/15	Completed		N	8.00	Y	N	N	N
1615 Puskala, Benjamin J	14	02/05/16	Completed		N	8.00	Y	N	N	N
1615 Puskala, Benjamin J	16	02/03/17	Completed		N	8.00	Y	N	N	N
1615 Puskala, Benjamin J	19	03/16/18	Completed		N	8.00	Y	N	N	N

HR Training & Education By Training Code

All Training Codes **All Resources**

All Training Dates

Resource	Seq	Date	Status	Grade	Degree	Hours	OSHA	MSHA	First Aid	CPR
HAZWRef OSHA Hazwoper Refresher									- Continued	
1615 Puskala, Benjamin J	22	03/15/19	Completed		N	8.00	Y	N	N	N
1615 Puskala, Benjamin J	25	03/13/20	Completed		N	8.00	Y	N	N	N
1615 Puskala, Benjamin J	27	09/25/21	Completed		N	8.00	Y	N	N	N
1615 Puskala, Benjamin J	30	02/03/23	Completed		N	8.00	Y	N	N	N
1615 Puskala, Benjamin J	31	02/02/24	Completed		N	8.00	Y	N	N	N
1626 Pierson, Brian L	12	05/23/19	Completed		N	8.00	Y	N	N	N
1626 Pierson, Brian L	16	03/13/20	Completed		N	8.00	Y	N	N	N
1626 Pierson, Brian L	20	09/25/21	Completed		N	8.00	Y	N	N	N
1626 Pierson, Brian L	25	02/03/23	Completed		N	8.00	Y	N	N	N
1626 Pierson, Brian L	28	02/02/24	Completed		N	8.00	Y	N	N	N
1803 Rickman, Charles R	10	02/01/13	Completed		N	8.00	Y	N	N	N
1803 Rickman, Charles R	14	02/07/14	Completed		N	8.00	Y	N	N	N
1803 Rickman, Charles R	15	02/06/15	Completed		N	8.00	Y	N	N	N
1803 Rickman, Charles R	20	02/05/16	Completed		N	8.00	Y	N	N	N
1803 Rickman, Charles R	24	02/03/17	Completed		N	8.00	Y	N	N	N
1803 Rickman, Charles R	27	03/16/18	Completed		N	8.00	Y	N	N	N
1803 Rickman, Charles R	33	03/15/19	Completed		N	8.00	Y	N	N	N
1803 Rickman, Charles R	36	03/13/20	Completed		N	8.00	Y	N	N	N
1803 Rickman, Charles R	39	09/25/21	Completed		N	8.00	Y	N	N	N
1803 Rickman, Charles R	43	02/03/23	Completed		N	8.00	Y	N	N	N
1803 Rickman, Charles R	46	02/02/24	Completed		N	8.00	Y	N	N	N
1827 Ridner, Taran R	9	02/03/23	Completed		N	8.00	Y	N	N	N
1827 Ridner, Taran R	11	02/02/24	Completed		N	8.00	Y	N	N	N
1903 Sherrell, Ronald E	1	03/14/08	Completed		N	8.00	Y	N	N	N
1903 Sherrell, Ronald E	5	03/20/09	Completed		N	8.00	Y	N	N	N
1903 Sherrell, Ronald E	6	03/19/10	Completed		N	8.00	Y	N	N	N
1903 Sherrell, Ronald E	7	02/04/11	Completed		N	8.00	Y	N	N	N
1903 Sherrell, Ronald E	9	03/16/12	Completed		N	8.00	Y	N	N	N
1903 Sherrell, Ronald E	11	02/01/13	Completed		N	8.00	Y	N	N	N
1903 Sherrell, Ronald E	13	02/07/14	Completed		N	8.00	Y	N	N	N
1903 Sherrell, Ronald E	14	02/06/15	Completed		N	8.00	Y	N	N	N
1903 Sherrell, Ronald E	17	02/05/16	Completed		N	8.00	Y	N	N	N
1903 Sherrell, Ronald E	21	02/03/17	Completed		N	8.00	Y	N	N	N
1903 Sherrell, Ronald E	24	03/16/18	Completed		N	8.00	Y	N	N	N
1903 Sherrell, Ronald E	28	03/15/19	Completed		N	8.00	Y	N	N	N
1903 Sherrell, Ronald E	31	03/13/20	Completed		N	8.00	Y	N	N	N
1903 Sherrell, Ronald E	35	02/03/23	Completed		N	8.00	Y	N	N	N
1903 Sherrell, Ronald E	37	02/02/24	Completed		N	8.00	Y	N	N	N
1966 Smith, Michael J	7	02/03/23	Completed		N	8.00	Y	N	N	N
1966 Smith, Michael J	9	02/02/24	Completed		N	8.00	Y	N	N	N
1978 Spitler, Matthew B	2	02/02/24	Completed		N	8.00	Y	N	N	N
2005 Toews, Kirk D	4	02/04/11	Completed		N	8.00	Y	N	N	N
2005 Toews, Kirk D	6	03/16/12	Completed		N	8.00	Y	N	N	N
2005 Toews, Kirk D	8	02/01/13	Completed		N	8.00	Y	N	N	N
2005 Toews, Kirk D	10	02/07/14	Completed		N	8.00	Y	N	N	N
2005 Toews, Kirk D	12	02/06/15	Completed		N	8.00	Y	N	N	N
2005 Toews, Kirk D	16	02/05/16	Completed		N	8.00	Y	N	N	N
2005 Toews, Kirk D	23	03/16/18	Completed		N	8.00	Y	N	N	N
2005 Toews, Kirk D	27	03/15/19	Completed		N	8.00	Y	N	N	N
2005 Toews, Kirk D	30	03/13/20	Completed		N	8.00	Y	N	N	N
2005 Toews, Kirk D	33	09/25/21	Completed		N	8.00	Y	N	N	N
2005 Toews, Kirk D	36	02/02/24	Completed		N	8.00	Y	N	N	N
2010 Townsend, Jeremy W	4	03/16/12	Completed		N	8.00	Y	N	N	N

HR Training & Education By Training Code

All Training Codes **All Resources**

All Training Dates

Resource	Seq	Date	Status	Grade	Degree	Hours	OSHA	MSHA	First Aid	CPR
HAZWRef OSHA Hazwoper Refresher									- Continued	
2010 Townsend, Jeremy W	5	02/01/13	Completed		N	8.00	Y	N	N	N
2010 Townsend, Jeremy W	8	02/07/14	Completed		N	8.00	Y	N	N	N
2010 Townsend, Jeremy W	13	02/06/15	Completed		N	8.00	Y	N	N	N
2010 Townsend, Jeremy W	17	02/05/16	Completed		N	8.00	Y	N	N	N
2010 Townsend, Jeremy W	25	03/16/18	Completed		N	8.00	Y	N	N	N
2010 Townsend, Jeremy W	32	03/15/19	Completed		N	8.00	Y	N	N	N
2010 Townsend, Jeremy W	37	03/13/20	Completed		N	8.00	Y	N	N	N
2010 Townsend, Jeremy W	41	09/25/21	Completed		N	8.00	Y	N	N	N
2010 Townsend, Jeremy W	46	02/03/23	Completed		N	8.00	Y	N	N	N
2010 Townsend, Jeremy W	48	02/02/24	Completed		N	8.00	Y	N	N	N
HAZWSup Hazwoper Site Supervisor Refr										
501 Emmons Jr, Phillips C	25	02/06/15	Completed		N	8.00	Y	N	N	N
501 Emmons Jr, Phillips C	35	02/03/17	Completed		N	8.00	Y	N	N	N
501 Emmons Jr, Phillips C	37	03/16/18	Completed		N	8.00	Y	N	N	N
501 Emmons Jr, Phillips C	44	03/15/19	Completed		N	8.00	Y	N	N	N
501 Emmons Jr, Phillips C	50	03/13/20	Completed		N	8.00	Y	N	N	N
501 Emmons Jr, Phillips C	54	09/25/21	Completed		N	8.00	Y	N	N	N
1370 McElhaney, Ronald G	2	10/22/15	Completed		N	8.00	Y	N	N	N
1370 McElhaney, Ronald G	19	03/15/19	Completed		N	8.00	Y	N	N	N
1370 McElhaney, Ronald G	27	03/13/20	Completed		N	8.00	Y	N	N	N
1370 McElhaney, Ronald G	30	09/25/21	Completed		N	8.00	N	N	N	N
HumanFac Human Factors Engineering										
1370 McElhaney, Ronald G	11	10/27/14	Completed		N	6.00	Y	N	N	N
LAAT Lead & Asbestos Awareness										
501 Emmons Jr, Phillips C	23	04/17/14	Completed		N	0.00	N	N	N	N
502 Emmons III, Phillips C	16	04/17/14	Completed		N	0.00	N	N	N	N
601 Fergus, Jeremy D	9	04/17/14	Completed		N	0.00	N	N	N	N
814 Horstman, Eric L	20	04/17/14	Completed		N	0.00	N	N	N	N
827 Hallenbeck, Mitch L	6	04/17/14	Completed		N	0.00	N	N	N	N
1001 Jasman, Horace E	8	04/17/14	Completed		N	0.00	N	N	N	N
1503 Otto, Cameron W	14	04/17/14	Completed		N	0.00	N	N	N	N
1508 Olney, James A	2	04/17/14	Completed		N	0.00	N	N	N	N
2010 Townsend, Jeremy W	9	04/17/14	Completed		N	0.00	N	N	N	N
2303 Warren, Matthew J	4	04/17/14	Completed		N	0.00	N	N	N	N
LCC Lead, Cadmium, Chromium										
100 Abfalter, David M	25	02/06/15	Completed		N	0.00	N	N	N	N
100 Abfalter, David M	33	02/05/16	Completed		N	0.00	N	N	N	N
100 Abfalter, David M	38	02/03/17	Completed		N	0.00	N	N	N	N
100 Abfalter, David M	42	03/16/18	Completed		N	0.00	N	N	N	N
100 Abfalter, David M	49	03/15/19	Completed		N	0.00	N	N	N	N
100 Abfalter, David M	51	03/13/20	Completed		N	0.00	N	N	N	N
106 Andries, Roman A	15	02/06/15	Completed		N	0.00	N	N	N	N
106 Andries, Roman A	17	02/05/16	Completed		N	0.00	N	N	N	N
106 Andries, Roman A	19	02/03/17	Completed		N	0.00	N	N	N	N
106 Andries, Roman A	23	03/16/18	Completed		N	0.00	N	N	N	N
106 Andries, Roman A	27	03/15/19	Completed		N	0.00	N	N	N	N
221 Bailey, Micah	7	02/06/15	Completed		N	0.00	N	N	N	N
221 Bailey, Micah	10	02/03/17	Completed		N	0.00	N	N	N	N
221 Bailey, Micah	13	03/16/18	Completed		N	0.00	N	N	N	N
221 Bailey, Micah	17	03/15/19	Completed		N	0.00	N	N	N	N
322 Curby, Russell J	17	02/06/15	Completed		N	0.00	N	N	N	N
322 Curby, Russell J	20	02/05/16	Completed		N	0.00	N	N	N	N

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All Training Dates

Resource	Seq	Date	Status	Grade	Degree	Hours	OSHA	MSHA	First Aid	CPR
LCC Lead, Cadmium, Chromium									- Continued	
322 Curby, Russell J	23	02/03/17	Completed		N	0.00	N	N	N	N
322 Curby, Russell J	26	03/16/18	Completed		N	0.00	N	N	N	N
322 Curby, Russell J	32	03/15/19	Completed		N	0.00	N	N	N	N
322 Curby, Russell J	34	03/13/20	Completed		N	0.00	N	N	N	N
501 Emmons Jr, Phillips C	26	02/06/15	Completed		N	0.00	N	N	N	N
501 Emmons Jr, Phillips C	30	02/05/16	Completed		N	0.00	N	N	N	N
501 Emmons Jr, Phillips C	36	02/03/17	Completed		N	0.00	N	N	N	N
501 Emmons Jr, Phillips C	38	03/16/18	Completed		N	0.00	N	N	N	N
501 Emmons Jr, Phillips C	47	03/15/19	Completed		N	0.00	N	N	N	N
501 Emmons Jr, Phillips C	51	03/13/20	Completed		N	0.00	N	N	N	N
501 Emmons Jr, Phillips C	55	09/25/21	Completed		N	0.00	N	N	N	N
502 Emmons III, Phillips C	18	02/06/15	Completed		N	0.00	N	N	N	N
502 Emmons III, Phillips C	29	02/05/16	Completed		N	0.00	N	N	N	N
502 Emmons III, Phillips C	37	02/03/17	Completed		N	0.00	N	N	N	N
502 Emmons III, Phillips C	40	03/16/18	Completed		N	0.00	N	N	N	N
502 Emmons III, Phillips C	47	03/15/19	Completed		N	0.00	N	N	N	N
502 Emmons III, Phillips C	50	03/13/20	Completed		N	0.00	N	N	N	N
601 Fergus, Jeremy D	17	02/05/16	Completed		N	0.00	N	N	N	N
601 Fergus, Jeremy D	20	02/03/17	Completed		N	0.00	N	N	N	N
601 Fergus, Jeremy D	23	03/16/18	Completed		N	0.00	N	N	N	N
601 Fergus, Jeremy D	31	03/15/19	Completed		N	0.00	N	N	N	N
601 Fergus, Jeremy D	33	03/13/20	Completed		N	0.00	N	N	N	N
602 Ferguson, Kevin E	9	03/13/20	Completed		N	0.00	N	N	N	N
602 Ferguson, Kevin E	12	09/25/21	Completed		N	0.00	N	N	N	N
603 Fiasky, Matthew W	18	01/30/15	Completed		N	0.00	N	N	N	N
603 Fiasky, Matthew W	20	02/06/15	Completed		N	0.00	N	N	N	N
603 Fiasky, Matthew W	29	03/16/18	Completed		N	0.00	N	N	N	N
603 Fiasky, Matthew W	35	03/15/19	Completed		N	0.00	N	N	N	N
603 Fiasky, Matthew W	37	03/13/20	Completed		N	0.00	N	N	N	N
814 Horstman, Eric L	22	02/06/15	Completed		N	0.00	N	N	N	N
814 Horstman, Eric L	26	02/05/16	Completed		N	0.00	N	N	N	N
814 Horstman, Eric L	31	02/03/17	Completed		N	0.00	N	N	N	N
814 Horstman, Eric L	36	03/16/18	Completed		N	0.00	N	N	N	N
814 Horstman, Eric L	43	03/15/19	Completed		N	0.00	N	N	N	N
814 Horstman, Eric L	45	03/13/20	Completed		N	0.00	N	N	N	N
819 Hughes, Donavon D	19	02/06/15	Completed		N	0.00	N	N	N	N
819 Hughes, Donavon D	26	02/05/16	Completed		N	0.00	N	N	N	N
819 Hughes, Donavon D	30	02/03/17	Completed		N	0.00	N	N	N	N
819 Hughes, Donavon D	34	03/16/18	Completed		N	0.00	N	N	N	N
819 Hughes, Donavon D	42	03/15/19	Completed		N	0.00	N	N	N	N
819 Hughes, Donavon D	44	03/13/20	Completed		N	0.00	N	N	N	N
819 Hughes, Donavon D	47	09/25/21	Completed		N	0.00	N	N	N	N
820 Hughes, Patrick L	12	02/06/15	Completed		N	0.00	N	N	N	N
820 Hughes, Patrick L	17	02/05/16	Completed		N	0.00	N	N	N	N
820 Hughes, Patrick L	19	02/03/17	Completed		N	0.00	N	N	N	N
820 Hughes, Patrick L	23	03/16/18	Completed		N	0.00	N	N	N	N
820 Hughes, Patrick L	32	03/15/19	Completed		N	0.00	N	N	N	N
820 Hughes, Patrick L	34	03/13/20	Completed		N	0.00	N	N	N	N
820 Hughes, Patrick L	38	09/25/21	Completed		N	0.00	N	N	N	N
827 Hallenbeck, Mitch L	13	03/16/18	Completed		N	0.00	N	N	N	N
827 Hallenbeck, Mitch L	15	03/15/19	Completed		N	0.00	N	N	N	N
1001 Jasman, Horace E	10	01/30/15	Completed		N	0.00	N	N	N	N
1001 Jasman, Horace E	12	02/06/15	Completed		N	0.00	N	N	N	N

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Resource	Seq	Date	Status	Grade	Degree	Hours	OSHA	MSHA	First Aid	CPR
LCC Lead, Cadmium, Chromium									- Continued	
1001 Jasman, Horace E	16	02/05/16	Completed		N	0.00	N	N	N	N
1001 Jasman, Horace E	24	02/03/17	Completed		N	0.00	N	N	N	N
1001 Jasman, Horace E	29	03/16/18	Completed		N	0.00	N	N	N	N
1001 Jasman, Horace E	36	03/15/19	Completed		N	0.00	N	N	N	N
1001 Jasman, Horace E	39	03/13/20	Completed		N	0.00	N	N	N	N
1011 Jaquette, David M	4	03/15/19	Completed		N	0.00	N	N	N	N
1011 Jaquette, David M	6	03/13/20	Completed		N	0.00	N	N	N	N
1113 Keip, Brian J	10	02/06/15	Completed		N	0.00	N	N	N	N
1113 Keip, Brian J	13	02/05/16	Completed		N	0.00	N	N	N	N
1113 Keip, Brian J	17	02/03/17	Completed		N	0.00	N	N	N	N
1113 Keip, Brian J	22	03/16/18	Completed		N	0.00	N	N	N	N
1113 Keip, Brian J	27	03/15/19	Completed		N	0.00	N	N	N	N
1113 Keip, Brian J	29	03/13/20	Completed		N	0.00	N	N	N	N
1301 MacKenzie, Stephanie L	16	02/06/15	Completed		N	0.00	N	N	N	N
1301 MacKenzie, Stephanie L	19	02/03/17	Completed		N	0.00	N	N	N	N
1301 MacKenzie, Stephanie L	22	03/16/18	Completed		N	0.00	N	N	N	N
1301 MacKenzie, Stephanie L	25	03/15/19	Completed		N	0.00	N	N	N	N
1301 MacKenzie, Stephanie L	27	03/13/20	Completed		N	0.00	N	N	N	N
1302 MacKenzie, Thomas E	45	03/15/19	Completed		N	0.00	N	N	N	N
1302 MacKenzie, Thomas E	47	03/13/20	Completed		N	0.00	N	N	N	N
1352 MacKenzie, Thomas A	19	03/13/20	Completed		N	0.00	N	N	N	N
1370 McElhaney, Ronald G	23	03/15/19	Completed		N	0.00	N	N	N	N
1370 McElhaney, Ronald G	28	03/13/20	Completed		N	0.00	N	N	N	N
1370 McElhaney, Ronald G	31	09/25/21	Completed		N	0.00	N	N	N	N
1503 Otto, Cameron W	21	02/05/16	Completed		N	0.00	N	N	N	N
1503 Otto, Cameron W	23	02/03/17	Completed		N	0.00	N	N	N	N
1503 Otto, Cameron W	26	03/16/18	Completed		N	0.00	N	N	N	N
1503 Otto, Cameron W	33	03/15/19	Completed		N	0.00	N	N	N	N
1503 Otto, Cameron W	35	03/13/20	Completed		N	0.00	N	N	N	N
1503 Otto, Cameron W	38	09/25/21	Completed		N	0.00	N	N	N	N
1615 Puskala, Benjamin J	12	02/06/15	Completed		N	0.00	N	N	N	N
1615 Puskala, Benjamin J	15	02/05/16	Completed		N	0.00	N	N	N	N
1615 Puskala, Benjamin J	17	02/03/17	Completed		N	0.00	N	N	N	N
1615 Puskala, Benjamin J	20	03/16/18	Completed		N	0.00	N	N	N	N
1615 Puskala, Benjamin J	24	03/15/19	Completed		N	0.00	N	N	N	N
1615 Puskala, Benjamin J	26	03/13/20	Completed		N	0.00	N	N	N	N
1615 Puskala, Benjamin J	28	09/25/21	Completed		N	0.00	N	N	N	N
1626 Pierson, Brian L	17	03/13/20	Completed		N	0.00	N	N	N	N
1626 Pierson, Brian L	21	09/25/21	Completed		N	0.00	N	N	N	N
1803 Rickman, Charles R	16	02/06/15	Completed		N	0.00	N	N	N	N
1803 Rickman, Charles R	21	02/05/16	Completed		N	0.00	N	N	N	N
1803 Rickman, Charles R	25	02/03/17	Completed		N	0.00	N	N	N	N
1803 Rickman, Charles R	28	03/16/18	Completed		N	0.00	N	N	N	N
1803 Rickman, Charles R	35	03/15/19	Completed		N	0.00	N	N	N	N
1803 Rickman, Charles R	37	03/13/20	Completed		N	0.00	N	N	N	N
1803 Rickman, Charles R	40	09/25/21	Completed		N	0.00	N	N	N	N
1903 Sherrell, Ronald E	15	02/06/15	Completed		N	0.00	N	N	N	N
1903 Sherrell, Ronald E	18	02/05/16	Completed		N	0.00	N	N	N	N
1903 Sherrell, Ronald E	22	02/03/17	Completed		N	0.00	N	N	N	N
1903 Sherrell, Ronald E	25	03/16/18	Completed		N	0.00	N	N	N	N
1903 Sherrell, Ronald E	30	03/15/19	Completed		N	0.00	N	N	N	N
1903 Sherrell, Ronald E	32	03/13/20	Completed		N	0.00	N	N	N	N
2005 Toews, Kirk D	13	02/06/15	Completed		N	0.00	N	N	N	N

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Resource	Seq	Date	Status	Grade	Degree	Hours	OSHA	MSHA	First Aid	CPR
LCC Lead, Cadmium, Chromium									- Continued	
2005 Toews, Kirk D	17	02/05/16	Completed		N	0.00	N	N	N	N
2005 Toews, Kirk D	24	03/16/18	Completed		N	0.00	N	N	N	N
2005 Toews, Kirk D	29	03/15/19	Completed		N	0.00	N	N	N	N
2005 Toews, Kirk D	31	03/13/20	Completed		N	0.00	N	N	N	N
2005 Toews, Kirk D	34	09/25/21	Completed		N	0.00	N	N	N	N
2010 Townsend, Jeremy W	12	01/30/15	Completed		N	0.00	N	N	N	N
2010 Townsend, Jeremy W	14	02/06/15	Completed		N	0.00	N	N	N	N
2010 Townsend, Jeremy W	18	02/05/16	Completed		N	0.00	N	N	N	N
2010 Townsend, Jeremy W	26	03/16/18	Completed		N	0.00	N	N	N	N
2010 Townsend, Jeremy W	35	03/15/19	Completed		N	0.00	N	N	N	N
2010 Townsend, Jeremy W	38	03/13/20	Completed		N	0.00	N	N	N	N
LCHA Lead and Cadmium Hazard Awaren										
501 Emmons Jr, Phillips C	15	06/17/11	Completed		N	0.00	N	N	N	N
MACS Mobile AirCond Soc Certificate										
411 Deemer, Bryon C	9	09/12/16	Completed		N	0.00	N	N	N	N
MasonryWal Masonry Wall Bracing										
2005 Toews, Kirk D	15	06/15/15	Completed		N	0.00	N	N	N	N
2303 Warren, Matthew J	6	06/15/15	Completed		N	0.00	N	N	N	N
2326 Warren, Forest G	2	06/15/15	Completed		N	0.00	N	N	N	N
MDig Miss Dig 811										
1370 McElhaney, Ronald G	24	06/21/19	Completed		N	0.00	N	N	N	N
MDOpQual OQ207 Medium Diameter Op Qual										
2303 Warren, Matthew J	14	03/22/17	Completed		N	0.00	N	N	N	N
Mine Mine Safety Training										
100 Abfalter, David M	3	04/19/08	Completed		N	9.00	N	N	N	N
100 Abfalter, David M	7	04/30/10	Completed		N	9.00	N	N	N	N
100 Abfalter, David M	18	01/30/13	Completed		N	8.00	N	Y	N	N
100 Abfalter, David M	21	01/10/14	Completed		N	8.00	N	Y	N	N
100 Abfalter, David M	27	03/27/15	Completed		N	0.00	N	Y	N	N
100 Abfalter, David M	34	03/25/16	Completed		N	0.00	N	Y	N	N
100 Abfalter, David M	40	04/28/17	Completed		N	0.00	N	Y	N	N
100 Abfalter, David M	43	03/23/18	Completed		N	0.00	N	Y	N	N
100 Abfalter, David M	47	03/22/19	Completed		N	8.00	N	Y	N	N
100 Abfalter, David M	52	04/24/20	Completed		N	8.00	N	Y	N	N
100 Abfalter, David M	54	03/26/21	Completed		N	0.00	N	Y	N	N
312 Clark, Dale E	1	05/16/09	Completed		N	9.00	N	N	N	N
312 Clark, Dale E	2	04/19/08	Completed		N	9.00	N	N	N	N
312 Clark, Dale E	7	04/30/10	Completed		N	9.00	N	N	N	N
312 Clark, Dale E	11	05/07/11	Completed		N	8.00	N	Y	N	N
312 Clark, Dale E	13	01/13/12	Completed		N	0.00	N	Y	N	N
312 Clark, Dale E	16	01/30/13	Completed		N	8.00	N	Y	N	N
312 Clark, Dale E	18	01/10/14	Completed		N	8.00	N	Y	N	N
312 Clark, Dale E	21	03/27/15	Completed		N	0.00	N	Y	N	N
312 Clark, Dale E	23	03/25/16	Completed		N	0.00	N	Y	N	N
312 Clark, Dale E	27	04/28/17	Completed		N	0.00	N	Y	N	N
312 Clark, Dale E	30	03/22/19	Completed		N	8.00	N	Y	N	N
411 Deemer, Bryon C	3	07/24/14	Completed		N	0.00	N	N	N	N
411 Deemer, Bryon C	5	03/27/15	Completed		N	0.00	N	Y	N	N
411 Deemer, Bryon C	7	03/25/16	Completed		N	0.00	N	Y	N	N
411 Deemer, Bryon C	12	04/28/17	Completed		N	0.00	N	Y	N	N
411 Deemer, Bryon C	14	03/23/18	Completed		N	0.00	N	Y	N	N

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Resource	Seq	Date	Status	Grade	Degree	Hours	OSHA	MSHA	First Aid	CPR
Mine Mine Safety Training									- Continued	
411 Deemer, Bryon C	17	03/22/19	Completed		N	8.00	N	Y	N	N
420 Dionise, Nicholas B	3	03/26/21	Completed		N	0.00	N	Y	N	N
503 Everett, Gregory D	1	02/27/15	Completed		N	8.00	N	N	N	N
503 Everett, Gregory D	2	03/25/16	Completed		N	0.00	N	Y	N	N
503 Everett, Gregory D	6	03/23/18	Completed		N	0.00	N	Y	N	N
601 Fergus, Jeremy D	27	08/10/18	Completed		Y	0.00	N	N	N	N
601 Fergus, Jeremy D	29	03/22/19	Completed		N	8.00	N	Y	N	N
602 Ferguson, Kevin E	17	05/01/23	Completed		Y	8.00	N	N	N	N
603 Fiasky, Matthew W	1	04/19/08	Completed		N	9.00	N	N	N	N
603 Fiasky, Matthew W	23	03/23/18	Completed		N	0.00	N	Y	N	N
603 Fiasky, Matthew W	33	03/22/19	Completed		N	8.00	N	Y	N	N
627 Foy, Nicholas J	1	03/23/18	Completed		N	0.00	N	Y	N	N
627 Foy, Nicholas J	4	03/22/19	Completed		N	8.00	N	Y	N	N
627 Foy, Nicholas J	6	04/24/20	Completed		N	8.00	N	Y	N	N
711 Grummet, Ted J	1	05/16/09	Completed		N	9.00	N	N	N	N
711 Grummet, Ted J	4	04/30/10	Completed		N	9.00	N	N	N	N
711 Grummet, Ted J	6	05/07/11	Completed		N	8.00	N	Y	N	N
711 Grummet, Ted J	11	03/25/16	Completed		N	0.00	N	Y	N	N
711 Grummet, Ted J	15	04/28/17	Completed		N	0.00	N	Y	N	N
711 Grummet, Ted J	17	03/23/18	Completed		N	0.00	N	Y	N	N
711 Grummet, Ted J	20	03/22/19	Completed		N	8.00	N	Y	N	N
802 Hampton, Matthew S	2	01/07/19	Completed		N	0.00	N	Y	N	N
802 Hampton, Matthew S	3	03/22/19	Completed		N	8.00	N	Y	N	N
814 Horstman, Eric L	1	05/16/09	Completed		N	9.00	N	N	N	N
814 Horstman, Eric L	6	04/30/10	Completed		N	9.00	N	N	N	N
814 Horstman, Eric L	10	05/07/11	Completed		N	8.00	N	Y	N	N
814 Horstman, Eric L	12	01/13/12	Completed		N	0.00	N	Y	N	N
814 Horstman, Eric L	14	01/30/13	Completed		N	8.00	N	Y	N	N
814 Horstman, Eric L	17	01/10/14	Completed		N	8.00	N	Y	N	N
814 Horstman, Eric L	24	03/27/15	Completed		N	0.00	N	Y	N	N
814 Horstman, Eric L	27	03/25/16	Completed		N	0.00	N	Y	N	N
814 Horstman, Eric L	33	04/28/17	Completed		N	0.00	N	Y	N	N
814 Horstman, Eric L	37	03/23/18	Completed		N	0.00	N	Y	N	N
814 Horstman, Eric L	41	03/22/19	Completed		N	8.00	N	Y	N	N
820 Hughes, Patrick L	24	03/23/18	Completed		N	0.00	N	Y	N	N
820 Hughes, Patrick L	30	03/22/19	Completed		N	8.00	N	Y	N	N
828 Hein, Kenneth D	8	04/28/17	Completed		N	0.00	N	Y	N	N
828 Hein, Kenneth D	11	03/23/18	Completed		N	0.00	N	Y	N	N
828 Hein, Kenneth D	15	03/22/19	Completed		N	8.00	N	Y	N	N
1001 Jasman, Horace E	18	03/25/16	Completed		N	0.00	N	Y	N	N
1001 Jasman, Horace E	26	04/28/17	Completed		N	0.00	N	Y	N	N
1001 Jasman, Horace E	34	03/22/19	Completed		N	8.00	N	Y	N	N
1001 Jasman, Horace E	41	03/26/21	Completed		N	0.00	N	Y	N	N
1302 MacKenzie, Thomas E	1	05/16/09	Completed		N	9.00	N	N	N	N
1302 MacKenzie, Thomas E	8	04/30/10	Completed		N	9.00	N	N	N	N
1302 MacKenzie, Thomas E	14	05/07/11	Completed		N	8.00	N	Y	N	N
1302 MacKenzie, Thomas E	18	01/13/12	Completed		N	0.00	N	Y	N	N
1302 MacKenzie, Thomas E	21	01/30/13	Completed		N	8.00	N	Y	N	N
1302 MacKenzie, Thomas E	24	01/10/14	Completed		N	8.00	N	Y	N	N
1302 MacKenzie, Thomas E	29	03/27/15	Completed		N	0.00	N	Y	N	N
1302 MacKenzie, Thomas E	33	03/25/16	Completed		N	0.00	N	Y	N	N
1302 MacKenzie, Thomas E	38	04/28/17	Completed		N	0.00	N	Y	N	N
1302 MacKenzie, Thomas E	40	03/23/18	Completed		N	0.00	N	Y	N	N

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Resource	Seq	Date	Status	Grade	Degree	Hours	OSHA	MSHA	First Aid	CPR
Mine Mine Safety Training									- Continued	
1302 MacKenzie, Thomas E	43	03/22/19	Completed		N	8.00	N	Y	N	N
1302 MacKenzie, Thomas E	48	04/24/20	Completed		N	8.00	N	Y	N	N
1302 MacKenzie, Thomas E	50	03/26/21	Completed		N	0.00	N	Y	N	N
1304 Marks, Michael Scott	8	01/10/14	Completed		N	8.00	N	Y	N	N
1304 Marks, Michael Scott	11	03/27/15	Completed		N	0.00	N	Y	N	N
1304 Marks, Michael Scott	14	04/28/17	Completed		N	0.00	N	Y	N	N
1312 McNamara, Dennis J	14	01/07/19	Completed		N	0.00	N	Y	N	N
1312 McNamara, Dennis J	15	03/22/19	Completed		N	8.00	N	Y	N	N
1315 Melvin, Cornie	1	05/16/09	Completed		N	9.00	N	N	N	N
1315 Melvin, Cornie	2	04/19/08	Completed		N	9.00	N	N	N	N
1315 Melvin, Cornie	4	04/30/10	Completed		N	9.00	N	N	N	N
1315 Melvin, Cornie	7	05/07/11	Completed		N	8.00	N	Y	N	N
1315 Melvin, Cornie	9	01/13/12	Completed		N	0.00	N	Y	N	N
1315 Melvin, Cornie	12	01/30/13	Completed		N	8.00	N	Y	N	N
1315 Melvin, Cornie	14	01/10/14	Completed		N	8.00	N	Y	N	N
1315 Melvin, Cornie	17	03/27/15	Completed		N	0.00	N	Y	N	N
1315 Melvin, Cornie	19	03/25/16	Completed		N	0.00	N	Y	N	N
1315 Melvin, Cornie	22	04/28/17	Completed		N	0.00	N	Y	N	N
1315 Melvin, Cornie	23	03/23/18	Completed		N	0.00	N	Y	N	N
1315 Melvin, Cornie	27	03/22/19	Completed		N	8.00	N	Y	N	N
1352 MacKenzie, Thomas A	22	03/26/21	Completed		N	0.00	N	Y	N	N
1355 McPhee, Sean M	1	05/12/14	Completed		N	0.00	N	N	N	N
1355 McPhee, Sean M	3	03/27/15	Completed		N	0.00	N	Y	N	N
1355 McPhee, Sean M	8	03/25/16	Completed		N	0.00	N	Y	N	N
1355 McPhee, Sean M	13	04/28/17	Completed		N	0.00	N	Y	N	N
1355 McPhee, Sean M	14	03/23/18	Completed		N	0.00	N	Y	N	N
1355 McPhee, Sean M	17	03/22/19	Completed		N	8.00	N	Y	N	N
1355 McPhee, Sean M	19	04/24/20	Completed		N	8.00	N	Y	N	N
1370 McElhaney, Ronald G	17	01/10/19	Completed		N	0.00	N	Y	N	N
1370 McElhaney, Ronald G	20	03/22/19	Completed		N	8.00	N	Y	N	N
1380 Mikula, Jason B	2	03/26/21	Completed		N	0.00	N	Y	N	N
1401 Niemiec, John W	4	01/10/19	Completed		N	0.00	N	Y	N	N
1401 Niemiec, John W	5	03/22/19	Completed		N	8.00	N	Y	N	N
1610 Pilar Renteria, Luis E	14	01/07/19	Completed		N	0.00	N	Y	N	N
1610 Pilar Renteria, Luis E	16	03/22/19	Completed		N	8.00	N	Y	N	N
1626 Pierson, Brian L	4	03/27/15	Completed		N	0.00	N	Y	N	N
1626 Pierson, Brian L	9	03/25/16	Completed		N	0.00	N	Y	N	N
1626 Pierson, Brian L	26	05/01/23	Completed		N	8.00	N	N	N	N
1628 Purvis, Carl E	15	03/22/19	Completed		N	8.00	N	Y	N	N
1628 Purvis, Carl E	17	04/24/20	Completed		N	8.00	N	Y	N	N
1628 Purvis, Carl E	18	03/26/21	Completed		N	0.00	N	Y	N	N
1931 Stanaway, David R	6	03/26/21	Completed		N	0.00	N	Y	N	N
1939 Schaible, Tyler G	4	03/25/16	Completed		N	0.00	N	Y	N	N
1939 Schaible, Tyler G	7	03/23/18	Completed		N	0.00	N	Y	N	N
1939 Schaible, Tyler G	9	03/22/19	Completed		N	8.00	N	Y	N	N
1939 Schaible, Tyler G	11	04/24/20	Completed		N	8.00	N	Y	N	N
1939 Schaible, Tyler G	12	03/26/21	Completed		N	0.00	N	Y	N	N
1976 Spitzley, Noah N	2	03/11/22	Completed		N	0.00	N	Y	N	N
2010 Townsend, Jeremy W	30	06/07/18	Completed		N	0.00	N	N	N	N
2010 Townsend, Jeremy W	33	03/22/19	Completed		N	8.00	N	Y	N	N
2303 Warren, Matthew J	13	04/28/17	Completed		N	0.00	N	Y	N	N
2303 Warren, Matthew J	15	03/23/18	Completed		N	0.00	N	Y	N	N
2303 Warren, Matthew J	20	03/22/19	Completed		N	8.00	N	Y	N	N

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Resource	Seq	Date	Status	Grade	Degree	Hours	OSHA	MSHA	First Aid	CPR
Mine Mine Safety Training									- Continued	
2326 Warren, Forest G	6	04/28/17	Completed		N	0.00	N	Y	N	N
MIOSHA MIOSHA Training										
107 Argersinger, Charles F	3	09/01/05	Completed		N	10.00	Y	N	N	N
318 Cornwell, Jack L	3	09/01/05	Completed		N	10.00	Y	N	N	N
322 Curby, Russell J	3	09/01/05	Completed		N	10.00	Y	N	N	N
501 Emmons Jr, Phillips C	4	09/01/05	Completed		N	10.00	Y	N	N	N
502 Emmons III, Phillips C	2	09/01/05	Completed		N	10.00	Y	N	N	N
601 Fergus, Jeremy D	1	09/01/05	Completed		N	10.00	Y	N	N	N
603 Fiasky, Matthew W	4	09/01/05	Completed		N	10.00	Y	N	N	N
804 Harr, Stephen A	1	09/01/05	Completed		N	10.00	Y	N	N	N
813 Hildenbrand, Thomas F	1	09/01/05	Completed		N	10.00	Y	N	N	N
814 Horstman, Eric L	4	09/01/05	Completed		N	10.00	Y	N	N	N
819 Hughes, Donavon D	4	09/01/05	Completed		N	10.00	Y	N	N	N
820 Hughes, Patrick L	4	09/01/05	Completed		N	10.00	Y	N	N	N
1302 MacKenzie, Thomas E	4	09/01/05	Completed		N	10.00	Y	N	N	N
1309 McLean, Jacob M	3	09/01/05	Completed		N	10.00	Y	N	N	N
1312 McNamara, Dennis J	2	09/01/05	Completed		N	10.00	Y	N	N	N
1356 Maurer, Chadwick E	4	12/18/08	Completed		N	0.00	N	N	N	N
1503 Otto, Cameron W	4	09/01/05	Completed		N	10.00	Y	N	N	N
1608 Pilar, Gonzalo	1	09/01/05	Completed		N	10.00	Y	N	N	N
1801 Raimer, Gary D	3	09/01/05	Completed		N	10.00	Y	N	N	N
1803 Rickman, Charles R	3	09/01/05	Completed		N	10.00	Y	N	N	N
2303 Warren, Matthew J	1	09/01/05	Completed		N	10.00	Y	N	N	N
2305 West, Patrick S	2	09/01/05	Completed		N	10.00	Y	N	N	N
MSHA Cert Certificate of Training - MSHA										
100 Abfalter, David M	28	04/23/15	Completed		N	0.00	N	Y	N	N
100 Abfalter, David M	29	04/28/15	Completed		N	0.00	N	Y	N	N
100 Abfalter, David M	30	04/24/15	Completed		N	0.00	N	Y	N	N
100 Abfalter, David M	31	04/27/15	Completed		N	0.00	N	Y	N	N
1302 MacKenzie, Thomas E	30	04/23/15	Completed		N	0.00	N	Y	N	N
1302 MacKenzie, Thomas E	31	04/28/15	Completed		N	0.00	N	Y	N	N
1302 MacKenzie, Thomas E	32	04/24/15	Completed		N	0.00	N	Y	N	N
1355 McPhee, Sean M	4	04/23/15	Completed		N	0.00	N	Y	N	N
1355 McPhee, Sean M	5	04/24/15	Completed		N	0.00	N	Y	N	N
1355 McPhee, Sean M	6	04/27/15	Completed		N	0.00	N	Y	N	N
1355 McPhee, Sean M	7	04/28/15	Completed		N	0.00	N	Y	N	N
1626 Pierson, Brian L	5	04/23/15	Completed		N	0.00	N	Y	N	N
1626 Pierson, Brian L	6	04/24/15	Completed		N	0.00	N	Y	N	N
1626 Pierson, Brian L	7	04/27/15	Completed		N	0.00	N	Y	N	N
1626 Pierson, Brian L	8	04/28/15	Completed		N	0.00	N	Y	N	N
NCCCO NCCCO Certified Crane Operator										
107 Argersinger, Charles F	7	01/31/12	Completed		N	0.00	N	N	N	N
1007 Julson, Tyler A	3	03/31/12	Completed		N	0.00	N	N	N	N
O10 OSHA 10-Hour										
107 Argersinger, Charles F	4	03/21/03	Completed		N	10.00	N	N	N	N
124 Allen, Javier L	2	06/11/22	Completed		Y	10.00	Y	N	N	N
221 Bailey, Micah	18	06/11/22	Completed		Y	10.00	Y	N	N	N
226 Bivins, Zachary T	8	06/11/22	Completed		Y	10.00	Y	N	N	N
322 Curby, Russell J	6	03/21/03	Completed		N	10.00	N	N	N	N
322 Curby, Russell J	36	06/11/22	Completed		Y	10.00	Y	N	N	N
376 Cisneros, Martin	1	02/08/23	Completed		N	10.00	Y	N	N	N
501 Emmons Jr, Phillips C	12	03/21/03	Completed		N	10.00	N	N	N	N

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Resource	Seq	Date	Status	Grade	Degree	Hours	OSHA	MSHA	First Aid	CPR
O10 OSHA 10-Hour									- Continued	
512 Elliot, Shawn E	3	06/11/22	Completed		Y	10.00	Y	N	N	N
601 Fergus, Jeremy D	35	06/11/22	Completed		Y	10.00	Y	N	N	N
603 Fiasky, Matthew W	7	03/21/03	Completed		N	10.00	N	N	N	N
700 Garcia, Felipe	9	06/11/22	Completed		Y	10.00	Y	N	N	N
724 Guevara, Juan M	5	06/11/22	Completed		Y	10.00	Y	N	N	N
734 Griffin, Douglas LJ	2	08/01/20	Completed		Y	0.00	Y	N	N	N
814 Horstman, Eric L	7	03/21/03	Completed		N	10.00	N	N	N	N
819 Hughes, Donavon D	6	03/21/03	Completed		N	10.00	N	N	N	N
828 Hein, Kenneth D	1	07/08/11	Completed		N	10.00	N	N	N	N
1101 Kempher, Daryl B	3	03/21/03	Completed		N	10.00	N	N	N	N
1101 Kempher, Daryl B	16	06/11/22	Completed		Y	10.00	Y	N	N	N
1113 Keip, Brian J	31	06/11/22	Completed		Y	10.00	Y	N	N	N
1200 Lampman, Aaron D	8	06/11/22	Completed		Y	10.00	Y	N	N	N
1215 Lopez, Billy A	6	06/11/22	Completed		Y	10.00	Y	N	N	N
1219 Luna Luevanos, Jose Trinidad	1	06/11/22	Completed		Y	10.00	Y	N	N	N
1301 MacKenzie, Stephanie L	4	03/21/03	Completed		N	10.00	N	N	N	N
1302 MacKenzie, Thomas E	12	03/21/03	Completed		N	10.00	N	N	N	N
1304 Marks, Michael Scott	5	03/21/03	Completed		N	10.00	N	N	N	N
1309 McLean, Jacob M	4	05/13/05	Completed		N	10.00	N	N	N	N
1312 McNamara, Dennis J	3	03/21/03	Completed		N	10.00	N	N	N	N
1312 McNamara, Dennis J	6	03/12/10	Completed		N	10.00	Y	N	N	N
1328 Meingasner, Roger E	9	06/11/22	Completed		Y	10.00	Y	N	N	N
1410 Nainan, Zane A	1	03/19/21	Completed		N	0.00	Y	N	N	N
1512 O'Neil, Sean P	1	04/30/20	Completed		N	10.00	Y	N	N	N
1604 Phillips, Mark V	4	03/21/03	Completed		N	10.00	N	N	N	N
1610 Pilar Renteria, Luis E	19	06/11/22	Completed		Y	10.00	Y	N	N	N
1613 Platte, James M	3	03/21/03	Completed		N	10.00	N	N	N	N
1827 Ridner, Taran R	1	12/01/17	Completed		N	8.00	Y	N	N	N
1966 Smith, Michael J	4	06/11/22	Completed		Y	10.00	Y	N	N	N
2005 Toews, Kirk D	3	03/21/03	Completed		N	10.00	N	N	N	N
2010 Townsend, Jeremy W	43	06/11/22	Completed		Y	10.00	Y	N	N	N
2116 Torres, Alvaro	5	06/11/22	Completed		Y	10.00	Y	N	N	N
O30 OSHA 30-Hr Training										
123 Arendt II, Arthur D	2		Completed		N	0.00	Y	N	N	N
1370 McElhaney, Ronald G	6	05/14/15	Completed		N	30.00	Y	N	N	N
1370 McElhaney, Ronald G	10	05/14/15	Completed		N	30.00	Y	N	N	N
OPM&T Equipment Operation Training										
100 Abfalter, David M	36	05/18/16	Completed		N	1.50	N	N	N	N
210 Bigford Jr., Guy L	10	05/18/16	Completed		N	1.50	N	N	N	N
312 Clark, Dale E	24	05/18/16	Completed		N	1.50	N	N	N	N
411 Deemer, Bryon C	8	05/18/16	Completed		N	1.50	N	N	N	N
502 Emmons III, Phillips C	33	05/18/16	Completed		N	1.50	N	N	N	N
503 Everett, Gregory D	3	05/18/16	Completed		N	1.50	N	N	N	N
601 Fergus, Jeremy D	18	05/18/16	Completed		N	1.50	N	N	N	N
603 Fiasky, Matthew W	24	05/18/16	In Progress		N	1.50	N	N	N	N
711 Grummet, Ted J	12	05/18/16	Completed		N	1.50	N	N	N	N
813 Hildenbrand, Thomas F	5	05/18/16	Completed		N	1.50	N	N	N	N
814 Horstman, Eric L	28	05/18/16	Completed		N	1.50	N	N	N	N
819 Hughes, Donavon D	28	05/18/16	Completed		N	1.50	N	N	N	N
827 Hallenbeck, Mitch L	9	05/18/16	Completed		N	1.50	N	N	N	N
1001 Jasman, Horace E	20	05/18/16	Completed		N	1.50	N	N	N	N
1101 Kempher, Daryl B	9	05/18/16	Completed		N	1.50	N	N	N	N
1113 Keip, Brian J	15	05/18/16	Completed		N	1.50	N	N	N	N

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OPM&T Equipment Operation Training									- Continued	
1200 Lampman, Aaron D	3	05/18/16	Completed		N	1.50	N	N	N	N
1206 Lindow, Michael W	7	05/18/16	Completed		N	1.50	N	N	N	N
1302 MacKenzie, Thomas E	35	05/18/16	Completed		N	1.50	N	N	N	N
1312 McNamara, Dennis J	9	05/18/16	Completed		N	1.50	N	N	N	N
1315 Melvin, Cornie	20	05/18/16	Completed		N	1.50	N	N	N	N
1352 MacKenzie, Thomas A	6	05/18/16	Completed		N	1.50	N	N	N	N
1355 McPhee, Sean M	10	05/18/16	Completed		N	1.50	N	N	N	N
1356 Maurer, Chadwick E	8	05/18/16	Completed		N	1.50	N	N	N	N
1608 Pilar, Gonzalo	4	05/18/16	Completed		N	1.50	N	N	N	N
1613 Platte, James M	5	05/18/16	Completed		N	1.50	N	N	N	N
1620 Platte, Roger M	1	05/18/16	Completed		N	1.50	N	N	N	N
1803 Rickman, Charles R	23	05/18/16	Completed		N	1.50	N	N	N	N
1903 Sherrell, Ronald E	20	05/18/16	Completed		N	1.50	N	N	N	N
1931 Stanaway, David R	1	05/18/16	Completed		N	1.50	N	N	N	N
1939 Schaible, Tyler G	3	05/18/16	Completed		N	1.50	N	N	N	N
1940 Smith, Brian J	5	05/18/16	Completed		N	1.50	N	N	N	N
1941 Stover, Ralph E	3	05/18/16	Completed		N	1.50	N	N	N	N
2005 Toews, Kirk D	20	05/18/16	Completed		N	1.50	N	N	N	N
2010 Townsend, Jeremy W	21	05/18/16	Completed		N	1.50	N	N	N	N
2206 VanDyke, Eric C	2	05/18/16	Completed		N	1.50	N	N	N	N
2303 Warren, Matthew J	8	05/18/16	Completed		N	1.50	N	N	N	N
2305 West, Patrick S	7	05/18/16	Completed		N	1.50	N	N	N	N
2500 Yahnka, David K	1	05/18/16	Completed		N	1.50	N	N	N	N
OSHAConfSp OSHA's New Conf.Space Stds2016										
221 Bailey, Micah	8	06/01/16	Completed		N	0.00	Y	N	N	N
228 Bultema, Stephen C	3	06/01/16	Completed		N	0.00	Y	N	N	N
322 Curby, Russell J	22	06/01/16	Completed		N	0.00	Y	N	N	N
342 Cooley, Mary K	2	06/01/16	Completed		N	0.00	Y	N	N	N
501 Emmons Jr, Phillips C	33	06/01/16	Completed		N	0.00	Y	N	N	N
502 Emmons III, Phillips C	34	06/01/16	Completed		N	0.00	Y	N	N	N
603 Fiasky, Matthew W	25	06/01/16	Completed		N	0.00	Y	N	N	N
711 Grummet, Ted J	13	06/01/16	Completed		N	0.00	Y	N	N	N
804 Harr, Stephen A	6	06/01/16	Completed		N	0.00	Y	N	N	N
813 Hildenbrand, Thomas F	6	06/01/16	Completed		N	0.00	Y	N	N	N
814 Horstman, Eric L	29	06/01/16	Completed		N	0.00	Y	N	N	N
827 Hallenbeck, Mitch L	10	06/01/16	Completed		N	0.00	Y	N	N	N
828 Hein, Kenneth D	5	06/01/16	Completed		N	0.00	Y	N	N	N
1001 Jasman, Horace E	21	06/01/16	Completed		N	0.00	Y	N	N	N
1200 Lampman, Aaron D	4	06/01/16	Completed		N	0.00	Y	N	N	N
1302 MacKenzie, Thomas E	36	06/01/16	Completed		N	0.00	Y	N	N	N
1304 Marks, Michael Scott	12	06/01/16	Completed		N	0.00	Y	N	N	N
1312 McNamara, Dennis J	10	06/01/16	Completed		N	0.00	Y	N	N	N
1328 Meingasner, Roger E	2	06/01/16	Completed		N	0.00	Y	N	N	N
1352 MacKenzie, Thomas A	7	06/01/16	Completed		N	0.00	Y	N	N	N
1355 McPhee, Sean M	11	06/01/16	Completed		N	0.00	Y	N	N	N
1356 Maurer, Chadwick E	9	06/01/16	Completed		N	0.00	Y	N	N	N
1401 Niemiec, John W	3	06/01/16	Completed		N	0.00	Y	N	N	N
1508 Olney, James A	5	06/01/16	Completed		N	0.00	Y	N	N	N
1608 Pilar, Gonzalo	5	06/01/16	Completed		N	0.00	Y	N	N	N
1613 Platte, James M	6	06/01/16	Completed		N	0.00	Y	N	N	N
1620 Platte, Roger M	2	06/01/16	Completed		N	0.00	Y	N	N	N
1931 Stanaway, David R	2	06/01/16	Completed		N	0.00	Y	N	N	N
1940 Smith, Brian J	6	06/01/16	Completed		N	0.00	Y	N	N	N

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OSHAConfSp OSHA's New Conf.Space Stds2016									- Continued	
1941 Stover, Ralph E	4	06/01/16	Completed		N	0.00	Y	N	N	N
1945 Schneemann, Dustin T	2	06/01/16	Completed		N	0.00	Y	N	N	N
2005 Toews, Kirk D	21	06/01/16	Completed		N	0.00	Y	N	N	N
2010 Townsend, Jeremy W	22	06/01/16	Completed		N	0.00	Y	N	N	N
2303 Warren, Matthew J	9	06/01/16	Completed		N	0.00	Y	N	N	N
2305 West, Patrick S	8	06/01/16	Completed		N	0.00	Y	N	N	N
2325 Whitford-Surdenik, Tanner J	3	06/01/16	Completed		N	0.00	Y	N	N	N
2326 Warren, Forest G	4	06/01/16	Completed		N	0.00	Y	N	N	N
2500 Yahnka, David K	2	06/01/16	Completed		N	0.00	Y	N	N	N
PE Professional Engineer										
319 Coscarelli, Pasquale A	4		Completed		Y	0.00	N	N	N	N
PipePatch Factory Trained Installer										
322 Curby, Russell J	8	09/16/09	Completed		N	0.00	N	N	N	N
603 Fiasky, Matthew W	8	09/16/09	Completed		N	0.00	N	N	N	N
1615 Puskala, Benjamin J	5	09/16/09	Completed		N	0.00	N	N	N	N
Railroad Railroad Safety Training										
318 Cornwell, Jack L	2	04/17/06	Completed		N	0.00	N	N	N	N
819 Hughes, Donavon D	3	04/17/06	Completed		N	0.00	N	N	N	N
820 Hughes, Patrick L	2	04/17/06	Completed		N	0.00	N	N	N	N
RecInjury MIOSHA Rec & Cost of Injuries										
1370 McElhaney, Ronald G	13	10/22/14	Completed		N	6.00	Y	N	N	N
Rig/Signal Qualified Rigging/Signalperson										
318 Cornwell, Jack L	4	01/27/12	Completed		N	8.00	N	N	N	N
318 Cornwell, Jack L	8	11/20/15	Completed		Y	0.00	N	N	N	N
318 Cornwell, Jack L	11	10/20/18	Completed		N	0.00	Y	N	N	N
318 Cornwell, Jack L	14	03/15/22	Completed		Y	16.00	Y	N	N	N
434 Durham, Joshua B	1	05/16/19	Completed		N	16.00	Y	N	N	N
601 Fergus, Jeremy D	15	11/20/15	Completed		Y	0.00	N	N	N	N
819 Hughes, Donavon D	11	01/27/12	Completed		N	8.00	N	N	N	N
819 Hughes, Donavon D	24	11/20/15	Completed		Y	0.00	N	N	N	N
819 Hughes, Donavon D	38	10/20/18	Completed		N	0.00	Y	N	N	N
819 Hughes, Donavon D	48	03/15/22	Completed		Y	16.00	Y	N	N	N
820 Hughes, Patrick L	6	01/27/12	Completed		N	8.00	N	N	N	N
820 Hughes, Patrick L	15	11/20/15	Completed		Y	0.00	N	N	N	N
820 Hughes, Patrick L	28	10/20/18	Completed		N	0.00	Y	N	N	N
820 Hughes, Patrick L	40	03/15/22	Completed		Y	16.00	Y	N	N	N
1007 Julson, Tyler A	1	03/31/12	Completed		N	0.00	N	N	N	N
1355 McPhee, Sean M	23	03/15/22	Completed		Y	16.00	Y	N	N	N
1370 McElhaney, Ronald G	34	03/15/22	Completed		Y	16.00	Y	N	N	N
1503 Otto, Cameron W	19	11/20/15	Completed		Y	0.00	N	N	N	N
1503 Otto, Cameron W	29	10/20/18	Completed		N	0.00	Y	N	N	N
1503 Otto, Cameron W	39	03/15/22	Completed		Y	16.00	Y	N	N	N
1628 Purvis, Carl E	11	11/20/15	Completed		Y	0.00	N	N	N	N
1803 Rickman, Charles R	7	01/27/12	Completed		N	8.00	N	N	N	N
1803 Rickman, Charles R	19	11/20/15	Completed		Y	0.00	N	N	N	N
1803 Rickman, Charles R	32	10/20/18	Completed		N	0.00	Y	N	N	N
1803 Rickman, Charles R	41	03/15/22	Completed		Y	16.00	Y	N	N	N
1820 Redman, Ryan S	2	11/20/15	Completed		Y	0.00	N	N	N	N
1827 Ridner, Taran R	6	03/15/22	Completed		Y	16.00	Y	N	N	N
RwW Roadway Wkr Trng. (Railroad)										
402 Driver, Linn B	2	09/21/15	Completed		N	0.00	N	N	N	N

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Resource	Seq	Date	Status	Grade	Degree	Hours	OSHA	MSHA	First Aid	CPR
RwW Roadway Wkr Trng. (Railroad)									- Continued	
501 Emmons Jr, Phillips C	16	12/15/11	Completed		N	0.00	N	N	N	N
501 Emmons Jr, Phillips C	28	09/21/15	Completed		N	0.00	N	N	N	N
502 Emmons III, Phillips C	9	12/15/11	Completed		N	0.00	N	N	N	N
502 Emmons III, Phillips C	27	09/21/15	Completed		N	0.00	N	N	N	N
601 Fergus, Jeremy D	14	09/21/15	Completed		N	0.00	N	N	N	N
603 Fiasky, Matthew W	11	12/15/11	Completed		N	0.00	N	N	N	N
1001 Jasman, Horace E	3	12/15/11	Completed		N	0.00	N	N	N	N
1001 Jasman, Horace E	14	09/21/15	Completed		N	0.00	N	N	N	N
1302 MacKenzie, Thomas E	16	12/15/11	Completed		N	0.00	N	N	N	N
1503 Otto, Cameron W	17	09/21/15	Completed		N	0.00	N	N	N	N
1820 Redman, Ryan S	1	09/21/15	Completed		N	0.00	N	N	N	N
2010 Townsend, Jeremy W	16	09/21/15	Completed		N	0.00	N	N	N	N
S/HMgmt S/H Management System										
1370 McElhaney, Ronald G	14	10/15/14	Completed		N	12.00	Y	N	N	N
Scaffold Scaffold User										
100 Abfalter, David M	8	02/20/09	Completed		N	0.00	N	N	N	N
100 Abfalter, David M	11	03/19/10	Completed		N	0.00	N	N	N	N
100 Abfalter, David M	14	02/04/11	Completed		N	0.00	N	N	N	N
106 Andries, Roman A	2	02/20/09	Completed		N	0.00	N	N	N	N
106 Andries, Roman A	3	03/19/10	Completed		N	0.00	N	N	N	N
106 Andries, Roman A	8	02/04/11	Completed		N	0.00	N	N	N	N
501 Emmons Jr, Phillips C	7	02/20/09	Completed		N	0.00	N	N	N	N
501 Emmons Jr, Phillips C	8	03/19/10	Completed		N	0.00	N	N	N	N
501 Emmons Jr, Phillips C	14	02/04/11	Completed		N	0.00	N	N	N	N
502 Emmons III, Phillips C	3	02/20/09	Completed		N	0.00	N	N	N	N
502 Emmons III, Phillips C	4	03/19/10	Completed		N	0.00	N	N	N	N
502 Emmons III, Phillips C	8	02/04/11	Completed		N	0.00	N	N	N	N
1301 MacKenzie, Stephanie L	7	02/20/09	Completed		N	0.00	N	N	N	N
1302 MacKenzie, Thomas E	9	02/20/09	Completed		N	0.00	N	N	N	N
1615 Puskala, Benjamin J	2	03/19/10	Completed		N	0.00	N	N	N	N
1903 Sherrell, Ronald E	3	02/20/09	Completed		N	0.00	N	N	N	N
1903 Sherrell, Ronald E	4	03/19/10	Completed		N	0.00	N	N	N	N
1903 Sherrell, Ronald E	8	02/04/11	Completed		N	0.00	N	N	N	N
2005 Toews, Kirk D	5	02/04/11	Completed		N	0.00	N	N	N	N
SDS SDS Communication/Labeling										
100 Abfalter, David M	20	10/03/13	Completed		N	0.00	Y	N	N	N
106 Andries, Roman A	12	10/03/13	Completed		N	0.00	Y	N	N	N
107 Argersinger, Charles F	6	10/03/13	Completed		N	0.00	Y	N	N	N
210 Bigford Jr., Guy L	7	10/03/13	Completed		N	0.00	Y	N	N	N
221 Bailey, Micah	3	10/03/13	Completed		N	0.00	Y	N	N	N
228 Bulterna, Stephen C	1	10/03/13	Completed		N	0.00	Y	N	N	N
312 Clark, Dale E	17	10/03/13	Completed		N	0.00	Y	N	N	N
318 Cornwell, Jack L	6	10/03/13	Completed		N	0.00	Y	N	N	N
319 Coscarelli, Pasquale A	2	10/03/13	Completed		N	0.00	Y	N	N	N
322 Curby, Russell J	12	10/03/13	Completed		N	0.00	Y	N	N	N
331 Clark Jr., Kenneth B	1	10/03/13	Completed		N	0.00	Y	N	N	N
402 Driver, Linn B	1	10/03/13	Completed		N	0.00	Y	N	N	N
500 Edgar, Keith A	1	10/03/13	Completed		N	0.00	Y	N	N	N
501 Emmons Jr, Phillips C	21	10/03/13	Completed		N	0.00	Y	N	N	N
502 Emmons III, Phillips C	14	10/03/13	Completed		N	0.00	Y	N	N	N
601 Fergus, Jeremy D	7	10/03/13	Completed		N	0.00	Y	N	N	N
602 Ferguson, Kevin E	2	10/03/13	Completed		N	0.00	Y	N	N	N

HR Training & Education By Training Code

All Training Codes **All Resources**

All Training Dates

Resource	Seq	Date	Status	Grade	Degree	Hours	OSHA	MSHA	First Aid	CPR
SDS SDS Communication/Labeling									- Continued	
603 Fiasky, Matthew W	15	10/03/13	Completed		N	0.00	Y	N	N	N
700 Garcia, Felipe	1	10/03/13	Completed		N	0.00	Y	N	N	N
702 Goddard, Scott L	2	10/03/13	Completed		N	0.00	Y	N	N	N
711 Grummet, Ted J	8	10/03/13	Completed		N	0.00	Y	N	N	N
804 Harr, Stephen A	3	10/03/13	Completed		N	0.00	Y	N	N	N
813 Hildenbrand, Thomas F	3	10/03/13	Completed		N	0.00	Y	N	N	N
814 Horstman, Eric L	16	10/03/13	Completed		N	0.00	Y	N	N	N
818 Goddard, Heather M	3	10/03/13	Completed		N	0.00	Y	N	N	N
819 Hughes, Donavon D	14	10/03/13	Completed		N	0.00	Y	N	N	N
820 Hughes, Patrick L	9	10/03/13	Completed		N	0.00	Y	N	N	N
827 Hallenbeck, Mitch L	4	10/03/13	Completed		N	0.00	Y	N	N	N
828 Hein, Kenneth D	2	10/03/13	Completed		N	0.00	Y	N	N	N
1001 Jasman, Horace E	6	10/03/13	Completed		N	0.00	Y	N	N	N
1101 Kempher, Daryl B	5	10/03/13	Completed		N	0.00	Y	N	N	N
1104 Kindinger, David B	2	10/03/13	Completed		N	0.00	Y	N	N	N
1109 Kilmer, Kenneth D	1	10/03/13	Completed		N	0.00	Y	N	N	N
1113 Keip, Brian J	6	10/03/13	Completed		N	0.00	Y	N	N	N
1116 Kain, Robert W	1	10/03/13	Completed		N	0.00	Y	N	N	N
1200 Lampman, Aaron D	1	10/03/13	Completed		N	0.00	Y	N	N	N
1206 Lindow, Michael W	4	10/03/13	Completed		N	0.00	Y	N	N	N
1301 MacKenzie, Stephanie L	13	10/03/13	Completed		N	0.00	Y	N	N	N
1302 MacKenzie, Thomas E	23	10/03/13	Completed		N	0.00	Y	N	N	N
1304 Marks, Michael Scott	7	10/03/13	Completed		N	0.00	Y	N	N	N
1309 McLean, Jacob M	10	10/03/13	Completed		N	0.00	Y	N	N	N
1315 Melvin, Comie	13	10/03/13	Completed		N	0.00	Y	N	N	N
1401 Niemiec, John W	2	10/03/13	Completed		N	0.00	Y	N	N	N
1503 Otto, Cameron W	12	10/03/13	Completed		N	0.00	Y	N	N	N
1508 Olney, James A	1	10/03/13	Completed		N	0.00	Y	N	N	N
1604 Phillips, Mark V	5	10/03/13	Completed		N	0.00	Y	N	N	N
1610 Pilar Renteria, Luis E	1	10/03/13	Completed		N	0.00	Y	N	N	N
1615 Puskala, Benjamin J	9	10/03/13	Completed		N	0.00	Y	N	N	N
1626 Pierson, Brian L	2	10/03/13	Completed		N	0.00	Y	N	N	N
1628 Purvis, Carl E	6	10/03/13	Completed		N	0.00	Y	N	N	N
1631 Patrick, Lonny J	1	10/03/13	Completed		N	0.00	Y	N	N	N
1801 Raimer, Gary D	6	10/03/13	Completed		N	0.00	Y	N	N	N
1803 Rickman, Charles R	12	10/03/13	Completed		N	0.00	Y	N	N	N
1903 Sherrell, Ronald E	12	10/03/13	Completed		N	0.00	Y	N	N	N
1915 Stebleton Jr., Kenneth D	2	10/03/13	Completed		N	0.00	Y	N	N	N
1935 Stiffler, Kimberly A	1	10/03/13	Completed		N	0.00	Y	N	N	N
1939 Schaible, Tyler G	1	10/03/13	Completed		N	0.00	Y	N	N	N
1940 Smith, Brian J	1	10/03/13	Completed		N	0.00	Y	N	N	N
1941 Stover, Ralph E	1	10/03/13	Completed		N	0.00	Y	N	N	N
2005 Toews, Kirk D	9	10/03/13	Completed		N	0.00	Y	N	N	N
2010 Townsend, Jeremy W	6	10/03/13	Completed		N	0.00	Y	N	N	N
2303 Warren, Matthew J	3	10/03/13	Completed		N	0.00	Y	N	N	N
2305 West, Patrick S	4	10/03/13	Completed		N	0.00	Y	N	N	N
Silica Silica Training										
1370 McElhaney, Ronald G	15	02/06/17	Completed		N	8.00	Y	N	N	N
SupRol Supervisor's Rold in S/H										
1370 McElhaney, Ronald G	12	10/23/14	Completed		N	6.00	Y	N	N	N
SWO Construction Storm Water Op										
123 Arendt II, Arthur D	1	08/23/18	Completed		Y	0.00	N	N	N	N

HR Training & Education By Training Code

All Training Codes **All Resources**

All Training Dates

Resource	Seq	Date	Status	Grade	Degree	Hours	OSHA	MSHA	First Aid	CPR
SWO Construction Storm Water Op									- Continued	
228 Bultema, Stephen C	2	10/14/15	Completed		Y	0.00	N	N	N	N
319 Coscarelli, Pasquale A	1	07/01/17	Completed		Y	0.00	N	N	N	N
322 Curby, Russell J	5	07/01/13	Completed		Y	0.00	N	N	N	N
342 Cooley, Mary K	1	07/01/15	Completed		Y	0.00	N	N	N	N
416 Dunn, Adam C	1	06/26/18	Completed		Y	0.00	N	N	N	N
427 Davis, Katherine A	1	06/08/21	Completed		Y	0.00	N	N	N	N
433 Duran, Kyle N	1	06/06/23	Completed		Y	0.00	N	N	N	N
501 Emmons Jr, Phillips C	6	07/01/20	Completed		Y	0.00	N	N	N	N
502 Emmons III, Phillips C	31	03/10/16	Completed		Y	0.00	N	N	N	N
603 Fiasky, Matthew W	6	07/01/16	Completed		Y	0.00	N	N	N	N
711 Grummet, Ted J	16	02/07/18	Completed		N	0.00	Y	N	N	N
814 Horstman, Eric L	5	02/13/17	Completed		Y	0.00	N	N	N	N
828 Hein, Kenneth D	10	02/07/18	Completed		Y	0.00	N	N	N	N
1101 Kempher, Daryl B	7	03/10/16	Completed		Y	0.00	N	N	N	N
1217 LaHaie, Andrew J	1	07/21/20	Completed		Y	0.00	N	N	N	N
1227 Lockridge, Brett R	1	10/10/22	Unscheduled		Y	0.00	N	N	N	N
1302 MacKenzie, Thomas E	7	07/01/16	Completed		Y	0.00	N	N	N	N
1304 Marks, Michael Scott	4	07/01/05	Completed		Y	0.00	N	N	N	N
1309 McLean, Jacob M	13	02/07/18	Completed		Y	0.00	N	N	N	N
1356 Maurer, Chadwick E	6	03/10/16	Completed		Y	0.00	N	N	N	N
1401 Niemiec, John W	1	07/01/20	Completed		Y	0.00	N	N	N	N
1604 Phillips, Mark V	7	10/14/15	Completed		Y	0.00	N	N	N	N
1613 Platte, James M	7	07/01/17	Completed		Y	0.00	N	N	N	N
1651 Parker, Philip RL	1	09/17/21	Completed		Y	0.00	N	N	N	N
1945 Schneemann, Dustin T	1	10/14/15	Completed		Y	0.00	N	N	N	N
2005 Toews, Kirk D	18	03/10/16	Completed		Y	0.00	N	N	N	N
2325 Whitford-Surdenik, Tanner J	4	08/17/22	Completed		Y	0.00	N	N	N	N
SWOI Industrial Storm Water Op										
319 Coscarelli, Pasquale A	3	07/01/12	Completed		Y	0.00	N	N	N	N
427 Davis, Katherine A	2	03/12/24	Completed		Y	0.00	N	N	N	N
1309 McLean, Jacob M	12	07/01/16	Completed		Y	0.00	N	N	N	N
TeleLift Telescopic Lift Truck										
318 Cornwell, Jack L	7	06/01/15	Completed		N	0.00	N	N	N	N
318 Cornwell, Jack L	10	06/28/18	Completed		N	0.00	Y	N	N	N
601 Fergus, Jeremy D	13	06/01/15	Completed		N	0.00	N	N	N	N
601 Fergus, Jeremy D	25	06/28/18	Completed		N	0.00	Y	N	N	N
819 Hughes, Donavon D	21	06/01/15	Completed		N	0.00	N	N	N	N
819 Hughes, Donavon D	37	06/28/18	Completed		N	0.00	Y	N	N	N
819 Hughes, Donavon D	45	06/08/21	Completed		N	0.00	Y	N	N	N
820 Hughes, Patrick L	14	06/01/15	Completed		N	0.00	N	N	N	N
820 Hughes, Patrick L	27	06/28/18	Completed		N	0.00	Y	N	N	N
820 Hughes, Patrick L	36	06/08/21	Completed		N	0.00	Y	N	N	N
1355 McPhee, Sean M	21	06/08/21	Completed		N	0.00	Y	N	N	N
1503 Otto, Cameron W	15	06/01/15	Completed		N	0.00	N	N	N	N
1503 Otto, Cameron W	28	06/28/18	Completed		N	0.00	Y	N	N	N
1503 Otto, Cameron W	36	06/08/21	Completed		N	0.00	Y	N	N	N
1628 Purvis, Carl E	9	06/01/15	Completed		N	0.00	N	N	N	N
1628 Purvis, Carl E	13	06/28/18	Completed		N	0.00	Y	N	N	N
1803 Rickman, Charles R	18	06/01/15	Completed		N	0.00	N	N	N	N
1803 Rickman, Charles R	31	06/28/18	Completed		N	0.00	Y	N	N	N
1827 Ridner, Taran R	3	06/08/21	Completed		N	0.00	Y	N	N	N
TrenchQual Trench Safety & Duties Qual P										

HR Training & Education By Training Code

All Training Codes **All Resources**

All Training Dates

Resource	Seq	Date	Status	Grade	Degree	Hours	OSHA	MSHA	First Aid	CPR
TrenchQual Trench Safety & Duties Qual P									- Continued	
636 Fogelson, Sonny G	2	05/04/16	Completed		N	5.00	Y	N	N	N
TrSaf Truck Driving Safety Class										
100 Abfalter, David M	12	10/27/10	Completed		N	1.00	N	N	N	N
106 Andries, Roman A	6	10/27/10	Completed		N	1.00	N	N	N	N
210 Bigford Jr., Guy L	3	10/27/10	Completed		N	1.00	N	N	N	N
312 Clark, Dale E	9	10/27/10	Completed		N	1.00	N	N	N	N
603 Fiasky, Matthew W	9	10/27/10	Completed		N	1.00	N	N	N	N
814 Horstman, Eric L	8	10/27/10	Completed		N	1.00	N	N	N	N
1302 MacKenzie, Thomas E	13	10/27/10	Completed		N	1.00	N	N	N	N
1309 McLean, Jacob M	6	10/27/10	Completed		N	1.00	N	N	N	N
1315 Melvin, Corrie	6	10/27/10	Completed		N	1.00	N	N	N	N
1626 Pierson, Brian L	1	10/27/10	Completed		N	1.00	N	N	N	N
1803 Rickman, Charles R	4	10/27/10	Completed		N	1.00	N	N	N	N
1915 Stebleton Jr., Kenneth D	1	10/27/10	Completed		N	1.00	N	N	N	N
Weld Welding Certificate										
434 Durham, Joshua B	2	09/18/23	Completed		N	0.00	N	N	N	N
503 Everett, Gregory D	4	03/03/17	Completed		N	0.00	N	N	N	N
711 Grummet, Ted J	5	03/24/15	Completed		N	0.00	N	N	N	N
814 Horstman, Eric L	9	02/06/19	Completed		N	0.00	N	N	N	N
820 Hughes, Patrick L	3	02/07/20	Completed		N	0.00	N	N	N	N
820 Hughes, Patrick L	21	11/08/17	Completed		Y	0.00	N	N	N	N
820 Hughes, Patrick L	39	01/30/24	Completed		N	0.00	Y	N	N	N
1001 Jasman, Horace E	1	03/13/17	Completed		N	0.00	N	N	N	N
1503 Otto, Cameron W	6	01/13/12	Completed		N	0.00	N	N	N	N
1628 Purvis, Carl E	1	03/10/23	Completed		N	0.00	N	N	N	N
1939 Schaible, Tyler G	13	09/07/23	Completed		N	0.00	N	N	N	N
WTPO Waste Treatment Plant Operator										
1370 McElhaney, Ronald G	41	04/01/23	Completed		Y	0.00	N	N	N	N
1370 McElhaney, Ronald G	45	03/01/24	Completed		Y	0.00	Y	Y	N	N

GRETCHEN WHITMER
Governor

STATE OF MICHIGAN
DEPARTMENT OF TRANSPORTATION
Lansing

PAUL C. AJEGBA
Director

June 1, 2023

E.T. MacKenzie Company
4248 W Saginaw Hwy
Grand Ledge MI 48837-2225

Vendor ID: 01886

Dear Contractor:

Thank you for your interest in doing business with the Michigan Department of Transportation (MDOT) as a prequalified construction contractor. This is to inform you that the application submitted for prequalification by **E.T. MacKenzie Company has been approved.**

In accordance with our Administrative Rules, an **overall financial rating of $131,830,000.00** has been established which covers numerical ratings in the classifications(s) listed below:

1000	($1,000,000.00)	B	Concrete Pavement
300	($300,000.00)	Ba	Concrete Pavement Patching And Widening
131830	($131,830,000.00)	Ea	Grading, Drainage Structures & Agg. Cons
131830	($131,830,000.00)	Fa	Bridges And Special Structures
500	($500,000.00)	Fb	Structural Steel(Erection)
3000	($3,000,000.00)	Fd	Pumphouses
131830	($131,830,000.00)	G	Building Moving And Demolition
500	($500,000.00)	H	Landscaping
30000	($30,000,000.00)	I	Sodding And Seeding/Turf Establishment
10000	($10,000,000.00)	J	Concrete C, C&G, Driveways, Sidewalks
131830	($131,830,000.00)	K	Sewers and Watermains
131830	($131,830,000.00)	N2	Clearing & Grubbing

This prequalification rating is effective until April 30, 2025 ; a renewal application must be submitted by this date to prevent removal of prequalification.

If the assigned rating is not satisfactory, the Prequalification Committee must be notified in writing within 15 days of having been advised of the rating granted. MDOT may declare a prequalified bidder ineligible to bid at any time because of developments subsequent to prequalification which, in its opinion, would affect the responsibility of the bidder or their ability to perform the contract work.

If you have any questions or need additional information, please use the following contacts:

Construction Prequalification: MDOTPrequal@michigan.gov , Prequalification Website
Bid Letting (electronic bidding process): MDOT-BidLetting@michigan.gov , Bid Letting Website

Congratulations on your status as an MDOT Construction Prequalified Contractor. MDOT's Construction Prequalification team looks forward to working with you!

Lawrence F. Strzalka
Construction Contracts Section Manager
Contract Services Division

REPLACEMENT OF WWTP CULVERTS #2 AND #4 ON HURT MARVIN DRAIN

City of Jackson

Culvert & Bridge Past Project Information

E.T. MacKenzie Company

Blossom Road Culvert - Branch County

Project value: **$313,708**

Multi-plate aluminum culvert provided by Contech. Cofferdam installation photo below:



1

Washtenaw County Bridges

Project Value: **$3,032,221**

This project was for the bridge rehabilitation of Bridge Rd and Mast Rd over the Huron River. Dennison Rd over the Saline River, Geddes Rd over the Fowler Creek in Washtenaw County. The rehabilitation work included epoxy overlays, deck patching, joint replacement, sidewalk repairs, substructure repairs and approach work.

Dennison Road Bridge was abutment and deck removal/replacement. Demolition and final product photos shown below:



2



Belsay Road Bridge – Genessee County

Project Value: **$780,796**

This project was on Belsay Rd in Genesee County and involved the superstructure replacement with 17-inch prestressed concrete box beams, steel sheet piling, concrete curb & gutter, approach work, sewer and drainage work, and pavement markings.

No photos avail.

3

Clay Road Box Culvert – Branch County

Project Value: **$886,547**

This project was on Clay Rd at the Union Drain in Branch County and included removal of the existing bridge and the installation of a new 4-sided precast concrete box culvert (24' Wide, 10' tall and 48' long) along with road approach work. Photo below:



4

REFERENCES:

Alexander Patsy, P.E. – Project Manager - Genesee County Road Commission.

Mobile: 810-397-2236 Email: APatsy@gcrc.org

Aaron L. Berkholz, P.E. - Senior Project Manager Washtenaw County Road Commission

Direct: (734) 327-6648 Email: berkholza@wcroads.org

Please contact me at adunn@mackenzieco.com if you need anything further.

Thank you,

Adam Dunn

E.T. MacKenzie Company – Estimator and Project Manager

City of Jackson WWTP Culvert Replacements

E.T. Mackenzie Company

Work Group	Selected Subcontractor
Asphalt Paving	McKearney Asphalt & Sealing
Audio / Visual	Turek Photography & Video
Fence	Pro Soil Site Services
Traffic Control	Spartan Barricade

DAVID CHAPMAN AGENCY

Making Insurance and Bonds Easy

January 2, 2024

E T MacKenzie Company
4248 W. Saginaw Hwy
Grand Ledge, MI 48837

RE: Surety Bond Reference

To Whom It May Concern:

It has been the privilege of the David Chapman Agency, Inc and The Liberty Mutual Insurance Company to provide surety bonds on behalf of E T MacKenzie Company for many years. We have had excellent experience. All projects have been completed, and all obligations have been met. In addition to considering their experience, we regularly review and analyze their CPA prepared financial statements. In our opinion E T MacKenzie Company is properly financed, equipped, and managed for superior performance on the projects they undertake.

We evaluate each project opportunity based upon its own merits, and the opinion of MacKenzie management. However, we are prepared to provide bonds up to fifty million dollars single project with aggregate of one hundred fifty million dollars or more. As always, The Liberty Mutual Insurance Company reserves the right to perform normal underwriting at the time of any bond request, including, without limitation, prior review and approval of relevant contract documents, bond forms and project financing. We assume no liability if for any reason we do not execute such bonds.

The Liberty Mutual Insurance Company is listed on the U.S. Treasury Department's Listing of Approved Sureties and is rated A (XV) by A.M. Best's Company.

Sincerely
David Chapman Agency, Inc

Robert G Chapman

5700 W. Mount Hope Hwy. Lansing, MI 48917
517.321.4600
www.DavidChapmanAgency.com

ETMACKE-01 SDEWITT

CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY) 8/16/2023

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must have ADDITIONAL INSURED provisions or be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER	CONTACT NAME:	
David Chapman Agency, Inc. P.O. Box 30109 Lansing, MI 48909	PHONE (A/C, No, Ext): (517) 321-4600	FAX (A/C, No): (517) 321-9443
	E-MAIL ADDRESS:	
	INSURER(S) AFFORDING COVERAGE	NAIC #
	INSURER A : Amerisure Mutual Insurance Co	23396
INSURED E.T. MacKenzie Company & E.T. MacKenzie Company LLC 4248 W. Saginaw Hwy Grand Ledge, MI 48837-2225	INSURER B : Westchester Surplus Lines Ins	10172
	INSURER C :	
	INSURER D :	
	INSURER E :	
	INSURER F :	

COVERAGES **CERTIFICATE NUMBER:** **REVISION NUMBER:**

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS	
A	X COMMERCIAL GENERAL LIABILITY			CPP20938371102	8/15/2023	8/15/2024	EACH OCCURRENCE	$ 1,000,000
	CLAIMS-MADE X OCCUR						DAMAGE TO RENTED PREMISES (Ea occurrence)	$ 1,000,000
	X Contractual Liab						MED EXP (Any one person)	$ 10,000
	X XCU Included						PERSONAL & ADV INJURY	$ 1,000,000
	GEN'L AGGREGATE LIMIT APPLIES PER:						GENERAL AGGREGATE	$ 2,000,000
	POLICY X PRO-JECT LOC						PRODUCTS - COMP/OP AGG	$ 2,000,000
	OTHER:							$
A	AUTOMOBILE LIABILITY			CA20390662501	8/15/2023	8/15/2024	COMBINED SINGLE LIMIT (Ea accident)	$ 1,000,000
	X ANY AUTO						BODILY INJURY (Per person)	$
	OWNED AUTOS ONLY / SCHEDULED AUTOS						BODILY INJURY (Per accident)	$
	X HIRED AUTOS ONLY / X NON-OWNED AUTOS ONLY						PROPERTY DAMAGE (Per accident)	$
								$
A	X UMBRELLA LIAB X OCCUR			CU20638911402	8/15/2023	8/15/2024	EACH OCCURRENCE	$ 10,000,000
	EXCESS LIAB CLAIMS-MADE						AGGREGATE	$ 1,000,000
	DED RETENTION $							$
A	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY Y/N	N/A		WC13816012402	8/15/2023	8/15/2024	X PER STATUTE OTH-ER	
	ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH)						E.L. EACH ACCIDENT	$ 1,000,000
	If yes, describe under DESCRIPTION OF OPERATIONS below						E.L. DISEASE - EA EMPLOYEE	$ 1,000,000
							E.L. DISEASE - POLICY LIMIT	$ 1,000,000
B	Pollution Liability			G27071752011	8/15/2023	8/15/2024	Ea 1,000,000 Agg	3,000,000
B	Pollution Liability			G27071752011	8/15/2023	8/15/2024	Each 1,000,000 Agg	3,000,000

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

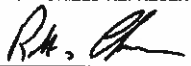
CERTIFICATE HOLDER

For information purposes on above date of issue only.

CANCELLATION

SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.

AUTHORIZED REPRESENTATIVE



ACORD 25 (2016/03)

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E.T. MacKenzie Company
Contracting and Consulting

E.T. MacKenzie Company Criteria Statements for
24-07 Replacement of WWTP Culverts #2 and #4 on Hurt Marvin Drain-

Criteria 12:
E. T. MacKenzie Company employs over 150 full-time project managers, supervisors, equipment operators, laborers and other various trades who are all on E. T. MacKenzie payroll. E. T. MacKenzie does not use independent contractors for its work. We use subcontractors for the minor miscellaneous work that we do not perform ourselves. All subcontractors are properly licensed and vetted.

Criteria 14:
E.T. MacKenzie shall guarantee all materials and work performed under this Contract for the period of TWO year from the date final payment is made. The contractor shall promptly make any corrections made necessary for reason of faulty materials or workmanship, including corrections of damage to other City property resulting thereby, without cost to the City.

Criteria 15:
E. T. MacKenzie Company certifies that all people employed on the project will be paid prevailing wages according to the Davis-Bacon Act requirements.

Criteria 16:
E. T. MacKenzie Company certifies that it will require the payment of prevailing wages by subcontracted contractors to each of their respective employees on the project.

Regards,

Michael S. Marks
President
E.T. MacKenzie Company

4248 W Saginaw Hwy. • Grand Ledge, MI 48837 • (517) 627.8408 • Fax: (517) 627.4470
Equal Opportunity Employer

E.T. MacKenzie Company
o (517) 627.8408
f (517) 627.4470
c (517) 231.6810
adunn@mackenzieco.com

Adam Dunn

Project Manager / Estimator

Estimating and managing site development and underground utility projects and overseeing day-to-day operations at project site.

PROFESSIONAL EXPERIENCE

E.T. MacKenzie Company
Estimator / Project Manager
2017 - Present

- Responsible for bidding and negotiating contracts, project management and coordination of projects in the areas of site-work, earthwork, mass grading, and site utilities including sanitary sewers, storm sewers, watermain and roads.

C.A. Hull Co., Inc.
Project Manager
2016 - 2017

- Managed all functions of multiple construction projects of varying types from award to completion.

Project Engineer
2010 - 2015

- Estimated, scheduled and coordinated construction projects and prepared and submitted all necessary reports.

Laborer
2009

ADDITIONAL QUALIFICATIONS

- Certified Storm Water Operator #C-20186
- Bid2Win
- Viewpoint
- Primavera P6 Scheduling
- Autodesk Revit

EDUCATION

Bachelor Degree, Interdisciplinary Studies with a focus in Construction Management
Eastern Michigan University
2015

Continuing Education Units
Dale Carnegie Training
2016

Ann Arbor Division - E.T. MacKenzie Company
o (734) 761.5050
f (734) 761.5323
c (734) 249.0430
alahaie@mackenzieco.com

Andrew LaHaie

Project Manager / Estimator

Estimating and managing site development and underground utility projects and overseeing day-to-day operations at project site.

PROFESSIONAL EXPERIENCE

E.T. MacKenzie Company
Estimator / Project Manager
2020

- Responsible for bidding and negotiating contracts, project management and coordination of projects in the areas of site-work, earthwork, mass grading, and site utilities including sanitary sewers, storm sewers, watermain and roads.

Merlo Construction Co., Inc.
Project Manager / Estimator
2017 - 2020

- Project manager for the entire project lifecycle, including bidding and estimation for concrete foundations, earthwork and utility contracts.

6K Construction Co., Inc.
Project Manager / Estimator
2014 - 2017

Mannik Smith Group
Project Geologist / Environmental Consultant
2008 - 2014

EDUCATION

Bachelor of Science in Hydrogeology
Eastern Michigan University
2008

ADDITIONAL QUALIFICATIONS

- Construction Management
- Field Management
- Certified Storm Water Operator #C-21499
- Bid2Win
- Agtek Earthworks
- Planswift
- OnScreen TakeOff

Ann Arbor Division - E.T. MacKenzie Company
o (734) 761.5050
f (734) 761.5323
c (734) 277.9632
aarendt@mackenzieco.com

Art Arendt

Project Manager

Project manager overseeing commercial, residential, and industrial site development and underground utility projects.

PROFESSIONAL EXPERIENCE

E.T. MacKenzie Company
Project Manager
2018

- Oversee and coordinate construction projects including underground, road, and mass grading projects.

RIPA and Associates, Tampa FL
Project Manager
2015 - 2018

- Project manager on multiple projects of varying complexity and scope. Often relied upon to serve as PM and sole superintendent from start to completion.

Project Engineer
2011 - 2013

- Tracked jobsite quantities for billing purposes, and reviewed and submitted documents and RFI's to the necessary entities.

Skilled Laborer
2009 - 2011

- Worked on a pipe crew; learned valuable hands-on experience.

Pepper Construction, Tampa FL
Assistant Project Manager
2014 - 2015

- Assisted project managers and superintendents on multiple DOT projects. Learned requirements and needs related to DOT roadway construction.

EDUCATION

Bachelor Degree
Major in Marketing, Minor in Management
Kent State University

CERTIFICATIONS

- Certified Storm Water Operator, License #C-20288
- 30-Hour OSHA, Cert #36-601451774

E.T. MacKenzie Company
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f (517) 627.4470
c (517) 204.2612
bpuskala@mackenzieco.com

Benjamin J. Puskala

Survey Technician

Determining exact measurements and property boundaries. Providing data relevant to the shape, contour, gravitation, location, elevation, or dimension of land or land features on or near the earth's surface for engineering and construction purposes.

PROFESSIONAL EXPERIENCE

E.T. MacKenzie Company
Survey Technician
2004 - Present

- Surveying, construction layout and topographical and boundary work. Provides 3D models, construction staking and accurate line and grade for successful and timely projects.

KEBS Inc.
Survey Crew Chief
1999 - 2004

- Topographical and boundary surveys. Primarily responsible for construction layout and establishing control for GPS surveys.

EESG
Survey Crew Chief
1998 - 1999

- Survey layout on state highway projects. Responsible for grade calculations, road and bridge alignments.

MDOT
Co-op Student
1998

- Inspection of bridges focusing on section loss measurements on beam ends.

EDUCATION

Engineering Technology Associate Degree
Lansing Community College
1996 - 1998

ADDITIONAL QUALIFICATIONS

- 40-Hour OSHA Hazwoper
- Lead, Cadmium & Chromium Training
- Pipe Patch Factory Trained Installer
- Trained Scaffold User
- OSHA & MIOSHA Training

E.T. MacKenzie Company
o (517) 627.8408
f (517) 627.4470
c (517) 204.0089
cmaureretmc@gmail.com

Chad Maurer

Foreman

Managing large site development projects, including coordination of subcontractors and scheduling.

PROFESSIONAL EXPERIENCE

E.T. MacKenzie Company
Foreman
2014 - Present

- Supervisor for site development. Responsibilities include construction site layout and planning, equipment and labor coordination, procurement of materials, contracting with subcontractors, scheduling and coordinating of subcontractors, coordination with local municipalities, site safety, creating and maintaining field documents, inspections and coordination with customers to assure project meets or exceed needs and expectations.

Davis Construction
Foreman
2001 - 2014

Jack B. Anglin
Foreman / Operator
1992 - 2001

ADDITIONAL QUALIFICATIONS

- MI Storm Water Operator License #C-18385
- Confined Space Entry Training
- CPR & First Aid Certificate
- OSHA & MIOSHA Training

Other Training Including But Not Limited To:
Generator, Manlift & Material Handling

EDUCATION

Waverly High School
Diploma

E.T. MacKenzie Company
o (517) 627.8408
f (517) 627.4470
c (517) 202.0571
crickmanetmc@gmail.com

Charles Rickman

Foreman

Managing large site development projects, including coordination of subcontractors and scheduling.

PROFESSIONAL EXPERIENCE

E.T. MacKenzie Company
Foreman
2002 - Present

- Supervisor for site development. Responsibilities include construction site layout and planning, equipment and labor coordination, procurement of materials, contracting with subcontractors, scheduling and coordinating of subcontractors, coordination with local municipalities, site safety, creating and maintaining field documents, inspections and coordination with customers to assure project meets or exceed needs and expectations.

Midwest Bridge Company
Carpenter / Supervisor
2000 - 2002

WWA Inc.
Laborer
1991 - 2000

ADDITIONAL QUALIFICATIONS

- 40-Hours OSHA Hazwoper
- Lead, Cadmium & Chromium Training
- CPR & First Aid Certificate
- OSHA & MIOSHA Training
- Confined Space Entry Training
- Qualified Rigging/Signalperson
- Telescopic Lift Truck Training
- Articulating Aerial Manlift

EDUCATION

Western High School
Diploma

E.T. MacKenzie Company
o (517) 627.8408
f (517) 627.4470
c (517) 202.0446
dclark2391@aol.com

Dale E. Clark

Shop Manager

Supervising and overseeing all shop maintenance operations.

PROFESSIONAL EXPERIENCE

E.T. MacKenzie Company
Shop Manager
2005 - Present

- Supervises and coordinates activities of mechanics and other employees engaged in the maintenance and repair of company fleet, including trucks, equipment and all tools.

Mechanic
1990 - 2005

General Car & Truck Leasing
Mechanic
1987 - 1990

Summit Steel Processing Corp.
Mechanic
1984 - 1987

EDUCATION

Lansing Community College
2 Years
Courses: Diesel Engines, Machine Shop, Welding & Hydraulics.

Ithaca High School
Diploma

ADDITIONAL QUALIFICATIONS

- Brake Inspector Certification
- CPR / First Aid Certificate
- Forklift Training
- Mine Safety Training
- Truck Driving Safety Class
- Compressed Gas Cylinder Training

Ann Arbor Division - E.T. MacKenzie Company
o (734) 761.5050
f (734) 761.5323
c (734) 216.0855
dkempheretmc@gmail.com

Daryl B. Kempher

Foreman

Managing large site development projects, including coordination of subcontractors and scheduling.

PROFESSIONAL EXPERIENCE

E.T. MacKenzie Company
Foreman
2007 - Present

- Supervisor for site development. Responsibilities include construction site layout and planning, equipment and labor coordination, procurement of materials, contracting with subcontractors, scheduling and coordinating of subcontractors, coordination with local municipalities, site safety, creating and maintaining field documents, inspections and coordination with customers to assure project meets or exceed needs and expectations.

Equipment Operator
1998 - 2007

G & W Construction
Equipment Operator
1996 - 1998

Chie Contracting
Equipment Operator
1994 - 1995

L & K Construction
Labor/Equipment Operator
1991 - 1994

ADDITIONAL QUALIFICATIONS

- MI Storm Water Operator License #C-18363
- OSHA & MIOSHA Training
- CPR & First Aid Certificate

EDUCATION

Clinton High School
Diploma

Ann Arbor Division - E.T. MacKenzie Company
o (734) 761.5050
f (734) 761.5323
c (941) 737.1808
dmcnamaraetmc@gmail.com

Dennis J. McNamara

Foreman

Managing large site development projects, including coordination of subcontractors and scheduling.

PROFESSIONAL EXPERIENCE

E.T. MacKenzie Company
Superintendent, Ann Arbor Division
1996 - Present

- Supervisor for site development. Responsibilities include construction site layout and planning, equipment and labor coordination, procurement of materials, contracting with subcontractors, scheduling and coordinating of subcontractors, coordination with local municipalities, site safety, creating and maintaining field documents, inspections and coordination with customers to assure project meets or exceed needs and expectations.

J&D Construction
Superintendent / Field Supervisor
1989 - 1996

Den-Ron, Inc.
Part Owner
1981 - 1989

Delta Construction
Field Supervisor
1978 - 1981

American Excavators
Heavy Equipment Operator
1975 - 1978

ADDITIONAL QUALIFICATIONS

- Confined Space Training
- OSHA & MIOSHA Training
- CPR & First Aid Certificate
- Competent Person Excavation Training

EDUCATION

Monsignor Orafferty (Catholic Central)
High School
Diploma

E.T. MacKenzie Company
o (517) 627.8408
f (517) 627.4470
c (517) 749.0557
dhughesetmc@gmail.com

Donavon Hughes

Bridge Foreman / Supervisor

Supervisor overseeing all bridge construction operations, including coordination of subcontractors and scheduling.

PROFESSIONAL EXPERIENCE

E.T. MacKenzie Company
Bridge Foreman
2000 - Present

- Supervisor for bridge construction. Responsibilities include layout and planning, equipment and labor coordination, procurement of materials, contracting with subcontractors, scheduling and coordinating of subcontractors, coordination with local municipalities, site safety, creating and maintaining field documents, inspections and coordination with customers to assure project meets or exceed needs and expectations.

WWA Inc.
Highway/Road/Bridge Work
1990 - 2000

ADDITIONAL QUALIFICATIONS

- Crane Operator Permit
- Confined Space Entry Training
- 40-Hours OSHA Hazwoper
- Lead, Cadmium & Chromium Training
- CPR & First Aid Certificate
- OSHA & MIOSHA Training
- Railroad Safety Training
- Qualified Rigging/Signalperson
- Telescopic Lift Truck Training
- Articulating Aerial Manlift

EDUCATION

Leslie High School
Diploma

E.T. MacKenzie Company
o (517) 627.8408
f (517) 627.4470
c (517) 881.5099
ds@mackenzieco.com

Dustin Schneemann

Project Manager

Project manager and estimator for site development and underground utility projects, overseeing day-to-day operations at project site.

EDUCATION

BS, Construction Management
Eastern Michigan University
2006

ADDITIONAL QUALIFICATIONS

- MI Storm Water Operator License #C-18172
- OSHA Training 10 Hour
- Excavation and Safety Training
- Kiewit Field Supervisory School
- Kiewit LSP (Leadership Succession Program) Member 2012-2013
- Microsoft Office Proficient
- Scheduling Software – Project, Primavera
- Estimating / Cost Control – Bid2Win, Hard Dollar, Heavy BID, KES (Kiewit Estimating System)
- Experience with SAP Business Applications
- Micro Station 3D Modeling
- SharePoint Administration

PROFESSIONAL EXPERIENCE

E.T. MacKenzie Company
Project Manager
2014 - Present
Oversee and coordinate construction projects including underground, road, and mass grading projects, and prepare proposals and bids.

Peter Kiewit & Son Co. South Central District
2007 - 2014
Grading/Traffic Control/Utility Manager (2013-2014)
Civil Discipline Manager (2012-2013)
Lead Estimator (2012)
Superintendent (2009-2011)
Field Engineer (2007-2009)

MacKenzie Companies
o (517) 627.8408
f (517) 627.4470
et@mackenzieco.com

Erdmen T. MacKenzie

Consultant

Established MacKenzie Companies in 1982. Transferred ownership to family in 2015 and remains active in day-to-day operations.

PROFESSIONAL EXPERIENCE

E.T. MacKenzie Company
Consultant
2015 - Present
Owner / Chief Operating Officer
1982 - 2015

- Directly supervised all departments within the excavating/contracting companies. Oversaw all day-to-day operations, including personnel management, estimating, scheduling of projects, trucking operations, real estate acquisition, coordination of activities between affiliate companies, and management of aggregate assets. Specialized in negotiations and acquisitions.

E.T. MacKenzie of Florida, Inc.
Consultant
2015 - Present
Owner / Chief Operating Officer
1994 - 2015

American Excavators
Vice-President
1972 - 1982

Worked from 1965 - 1972 as a truck driver and heavy equipment operator.

AFFILIATE COMPANY OWNERSHIP

- MacKenzie Recycling Corporation
- Site Services
- MacKenzie Oil and Gas
- M&D Company
- MacKenzie Company NC, LLC
- Strawberry Farms, LLC
- Nixon Road Holding Company, LLC

PROFESSIONAL AFFILIATIONS

- Member – Michigan Infrastructure and Transportation Association
- Member – Associated Builders and Contractors
- Member – Builders Exchange of Central MI
- Member – National Utility Contractors Assoc.
- Member – National Demolition Association
- Member – Gulf Coast Builder's Exchange
- Member – National Assoc. of Home Builders
- Board Member – various local charities

E.T. MacKenzie Company
o (517) 627.8408
f (517) 627.4470
c (517) 202.0436
ehorstmanetmc@gmail.com

Eric Horstman

Foreman

Managing large site development projects, including coordination of subcontractors and scheduling.

PROFESSIONAL EXPERIENCE

E.T. MacKenzie Company
Foreman
1987 - Present

- Supervisor for site development. Responsibilities include construction site layout and planning, equipment and labor coordination, procurement of materials, contracting with subcontractors, scheduling and coordinating of subcontractors, coordination with local municipalities, site safety, creating and maintaining field documents, inspections and coordination with customers to assure project meets or exceed needs and expectations.

Tony Woodrell
Concrete, Steel & Building Work
1974 - 1978 and 1982 - 1987

American Excavators
Dozer Operator
1978 - 1982

ADDITIONAL QUALIFICATIONS

- MI Storm Water Operator License #C-16089
- CPR & First Aid Certificate
- OSHA & MIOSHA Training
- 40-Hour OSHA Hazwoper
- Lead, Cadmium & Chromium Training
- Mine Safety Training
- Current Welding Certificate

EDUCATION

Lansing Community College
Mechanical Engineering Courses

Williamston High School
Diploma

E.T. MacKenzie Company
o (517) 627.8408
f (517) 627.4470
c (517) 281.2092
hh@mackenzieco.com

Heather Hufnagel

Human Resources Director

Human Resources Director with over 25 years of progressive experience administering benefit programs, company policies and procedures, recruitment, employee files and maintenance.

PROFESSIONAL EXPERIENCE

E.T. MacKenzie Company
Human Resources Director
1993 - Present

- Administers benefit programs (401K/PS, medical, unemployment, EAP, Aflac, and workers' compensation) including enrollments and terminations. Processes required documents through payroll and insurance providers to ensure accurate record keeping and proper deductions. Serves as COBRA Administrator, manages annual open enrollment period and processes monthly billings from insurance providers. Acts as a liaison between employees, insurance providers and to resolve benefit related problems and ensure effective utilization of plans and positive employee relations. Administers occupational health services program in relation to company policies.
- Prepares government and other reports related to EEO compliance or other HR functions.
- Writes, revises and edits company policies and procedures and related documents as needed.
- Conducts new employee orientations.
- Publishes Company quarterly newsletter.
- Prepares and maintains employee files and all required documentation. Provides reports to the President of the Company.

F.D. Hayes Electric Co., Inc.
Billing Manager
1988 - 1993

- Responsibilities include calculating and processing of invoices and interacting with customers to ensure billings are received in proper format and on a timely basis. Calculation of cost/income reports for major projects.

EDUCATION

Master of Labor Relations and Human Resources
Michigan State University
1995

Bachelor of Science, Employment Relations
Michigan State University
1992

Ann Arbor Division - E.T. MacKenzie Company

o (734) 761.5050
f (734) 761.5323
c (734) 216.0995
jniemiec@mackenzieco.com

John W. Niemiec

Division Manager / Project Manager

With nearly 20 years' experience, John directs our Ann Arbor Division's operations and estimates, bids and manages residential, commercial and industrial projects.

EDUCATION

BS, Civil Engineering, Civil Concentration
Lawrence Technological University
May 1998

ADDITIONAL QUALIFICATIONS

- Member, Chi Epsilon Honor Society, Lawrence Tech Chapter
- Captain, AISC Lawrence Tech Steel Bridge Team
- Passed Part 1, State of Michigan Fundamentals of Engineering Exam
- Certified Storm Water Operator
- Highly proficient in Agtek Software Suite, Bid2Win Estimating Software and all MS Office Software applications.

PROFESSIONAL EXPERIENCE

E.T. MacKenzie Company
Division Manager
Dec 2005 – Present

- Responsibilities include managing Ann Arbor Division and estimating, site planning, equipment and labor coordination, procurement of materials, contracting with subcontractors, scheduling and coordinating of subcontractors, coordination with local municipalities, site safety, creating and maintaining field documents, inspections.

Project Manager / Project Estimator
Sept 1998 - Dec 2005

Bartlett Nuclear
Fermi1 Nuclear Power Plant
Radwaste Shipping Engineer
May 1998 – Sept 1998

Detroit Edison
Fermi1 Nuclear Power Plant
Radwaste Shipping Technician
May 1994 – Dec 1997

MacKenzie Companies

o (517) 627.8408
f (517) 627.4470
c (517) 331.0480
kedgar@mackenzieco.com

Keith A. Edgar, CPA

Controller / CFO

Supervising and overseeing all accounting operations.

PROFESSIONAL EXPERIENCE

The MacKenzie Companies
Controller / CFO
1990 - Present

- Responsible for the accounting and financial reporting of four (4) Sub-chapter S corporations and ten (10) limited liability companies and partnerships in Michigan and Florida. Oversee the accounting department and the accounting and internal control systems. Maintain banking, financing and insurance relationships. Coordinate with outside certified public accountants for the preparation of two (2) financial audits and the preparation of various tax returns. Responsible for the preparation of the financial portions of MDOT, FDOT and various other prequalifications.

Maner, Costerisan & Ellis, P.C.
Audit Manager
1979 - 1990

- Planning, performing and finalizing financial audits and performing post audit financial statement reviews.

EDUCATION

Bachelor of Science in Business Administration-Accounting with Academic Distinction
Andrews University

Member - Delta Mu Delta
National Honor Society in Business Administration

CERTIFICATIONS AND MEMBERSHIPS

- Licensed Certified Public Accountant in the State of Michigan (1981)
- Michigan Association of Certified Public Accountants (MACPA)
- American Institute of Certified Public Accountants (AICPA)
- Construction Financial Management Association (CFMA)

MacKenzie Companies

o (517) 627.8408
f (517) 627.4470
c (517) 449.5240
kkilmer@mackenzieco.com

Kenneth D. Kilmer, CPA

Assistant Controller

Preparation of complete and accurate set of financial records.

PROFESSIONAL EXPERIENCE

The MacKenzie Companies
Assistant Controller
2005 - Present

- Responsibilities include preparation and maintenance of complete and accurate set of financial records, maintaining company's fixed assets records, assisting Controller in month end closings, preparation of year end work papers for auditors, assisting auditors with yearend financial statement audits, posting of various month end journal entries, in charge of record maintenance of subsidiary records, reconciliation of monthly bank statements, posting and reconciliation of accounts receivables, Assisting project managers with various questions they may have on the contracts, assisting management in maximizing profits and achieving company goals.

Homework's Tri County Electric Cooperative
Accounting Supervisor
2000 - 2005

Norman and Associates, CPA's
Senior Accountant
1995 - 2000

EDUCATION

Bachelor of Science, majoring in Accountancy
Ferris State College

CERTIFICATIONS AND MEMBERSHIPS

- Licensed Certified Public Accountant in the State of Michigan, License Number 10125529
- Michigan Association of Certified Public Accountants (MACPA)

E.T. MacKenzie Company

o (517) 627.8408
f (517) 627.4470
c (517) 204.1373
okietoews@yahoo.com

Kirk D. Toews

Assistant Project Superintendent

Assisting in the on-site management of large site development projects, including coordination of subcontractors and scheduling.

PROFESSIONAL EXPERIENCE

E.T. MacKenzie Company
Assistant Project Superintendent
2006- Present

- Assist Supervisor for large site development and underground utility projects. Responsibilities include construction site layout and planning, equipment and labor coordination, procurement of materials, contracting with subcontractors, scheduling and coordinating of subcontractors, coordination with local municipalities, site safety, creating and maintaining field documents, inspections and coordination with customers.

Heavy Equipment Operator
2000 - 2006

- Operated various equipment including dozers, loaders and backhoes. Proficient with GPS and other jobsite equipment.

Luckinbill Inc.
Utility Crew Supervisor
1976 - 2000

- Supervised utility crews and operated heavy equipment.

ADDITIONAL QUALIFICATIONS

- MI Storm Water Operator License #C-18371
- 40-Hour OSHA Hazwoper
- OSHA & MIOSHA Training
- Lead, Cadmium & Chromium Training
- Confined Space Entry Training
- CPR & First Aid Certificate
- Flagger Certification

EDUCATION

Harrison High School
Diploma

E.T. MacKenzie Company
o (517) 627.8408
f (517) 622.3799
c (517) 749.0492
ldriver@mackenzieco.com

Linn B. Driver

Division Manager

Environmental services division manager with over thirty years of project management experience, oversees all environmental and demolition projects.

PROFESSIONAL EXPERIENCE

E.T. MacKenzie Company
Division Manager
1989 - Present

- Responsible for all phases of project oversight for the environmental services division including marketing, budgeting, personnel, estimating, project scheduling, project close-out and client follow-up. Works closely with the Michigan Environmental Protection Agency, State of Michigan and Department of Environmental Quality.

E.W. Sparrow Health Group
Facilities Engineer

- Assisted department heads in planning and scheduling of construction projects.

National Machine Repair, Inc.
Secretary / Controller

M. Davis Construction, Inc.
Vice President

EDUCATION

MS, Public Administration
Western Michigan University
1990

BS, Business Administration
Aquinas College
1985

PROFESSIONAL CERTIFICATIONS

- Licensed Builder in the State of Michigan

ADDITIONAL QUALIFICATIONS

- 40-Hour OSHA Hazwoper
- OSHA & MIOSHA Training
- Roadway Worker Training (Railroad)

E.T. MacKenzie Company
o (517) 627.8408
f (517) 627.4470
c (517) 819.1282
mphillips@mackenzieco.com

Mark V. Phillips

Project Manager / Estimator

Estimating, managing and contracting of concrete projects for both private developments and municipal projects.

PROFESSIONAL EXPERIENCE

E.T. MacKenzie Company
Project Manager / Estimator
1999 - Present

- Responsibilities include estimating, site planning, equipment and labor coordination, procurement of materials, contracting with subcontractors, scheduling and coordinating of subcontractors, coordination with local municipalities, site safety, creating and maintaining field documents, inspections.

State of Michigan Department of Corrections
Corrections Officer
1998 - 1999

Kares Construction Co.
Laborer
1997 - 1998

Brown Concrete
Concrete Finisher
1990 - 1997

EDUCATION

Michigan Concrete Association Courses
2017
Concrete Field Testing Technician
Decorative Concrete Technician
Flatwork Finisher Certification

Lansing Community College
Various Courses, 2 years

Grand Ledge High School
Diploma

ADDITIONAL QUALIFICATIONS

- MI Storm Water Operator License #C-18160
- OSHA & MIOSHA Training
- CPR & First Aid

E.T. MacKenzie Company

o (517) 627.8408
f (517) 627.4470
c (517) 231.5645
mcooley@mackenzieco.com

Mary Cooley

Project Manager

Project manager and estimator for site development and underground utility projects, with 15 years experience overseeing day-to-day operations at project site while managing multiple projects and teams simultaneously and coordinating with subcontractors and general contractors.

EDUCATION

Associates Degree, Civil Technology
Lansing Community College
2010

Associates Degree, Accounting
Baker College of Owosso
1995

ADDITIONAL QUALIFICATIONS

- MI Storm Water Operator License #C-10887
- MDOT Certifications: Asphalt and Concrete Paving Inspection, Bridge Construction and Rehabilitation Inspection
- First Aid Card

PROFESSIONAL EXPERIENCE

E.T. MacKenzie Company
Project Manager
2015 - Present

- Oversee and coordinate construction projects including underground, road, and mass grading projects, and prepare proposals and bids.

Eye Construction Co. LLC
Project Manager
2002 - 2015

- Managed and directed overall construction including site work and underground utility instatllaion, prepared estimates and reviewed, recommended and approved project design.

Nilson Builder's Inc.
Construction Coordinator
2001 - 2002

E.T. MacKenzie Company
o (517) 627.8408
f (517) 627.4470
c (517) 202.0439
mfiasky@mackenzieco.com

Matthew W. Fiasky

Project Superintendent

On-site management of large site development projects, including coordination of subcontractors and scheduling.

PROFESSIONAL EXPERIENCE

E.T. MacKenzie Company
Project Superintendent
2010 - Present

- Superintendent for large site development and underground utility projects. Responsibilities include construction site layout and planning, equipment and labor coordination, procurement of materials, contracting with subcontractors, scheduling and coordinating of subcontractors, coordination with local municipalities, site safety, creating and maintaining field documents, inspections and coordination with customers.

Foreman
1995 - 2010
Pipe Layer
1988 - 1995

Angelo Iafrate
Pipe Layer
1987 - 1988

Barnhart Construction
Pipe Layer
1982 - 1987

ADDITIONAL QUALIFICATIONS

- MI Storm Water Operator License #C-15650
- Asbestos Contractor Supervisor, Cert#CSR16011202
- 40-Hour OSHA Hazwoper
- OSHA & MIOSHA Training
- Lead, Cadmium & Chromium Training
- Confined Space Entry Training
- CPR & First Aid Certificate
- Mine Safety Training
- Pipe Patch Factory Trained Installer
- Roadway Worker Training (Railroad)

EDUCATION

Everett High School
Diploma

MacKenzie Companies

o (517) 627.8408
f (517) 627.4470
c (517) 204.5799
mmarks@mackenzieco.com

Michael S. Marks

President

Michael Marks learned this business from the ground up, having first worked in multiple capacities on our jobsites and within our offices. Now, with over thirty years of experience, he is an experienced leader who plans, develops and establishes policies and objectives of business organization in accordance with board directives.

PROFESSIONAL EXPERIENCE

E.T. MacKenzie Company / E.T. MacKenzie of Florida, Inc.
President
2015 - Present
Michigan Vice President of Operations
2006 - 2014

- As Vice President, then President, responsibilities include overall company management including planning business objectives, developing policies, establishing responsibilities and reviewing, evaluating outcomes.

Ann Arbor Division Manager
1996 - 2006

- Managed all operations for Ann Arbor Division and estimated, bid and managed residential, commercial and industrial projects.

Estimator / Project Manager
1991 - 1996

- Responsible for business administration and company operations including employee management, estimating, purchasing, negotiating contracts and coordinating and managing individual projects.

Operator / Laborer
1984 - 1991

- Worked with various field crews during summer months with varying field functions from laborer to operator for various types of equipment.

EDUCATION

Bachelor of Arts, Humanities with an emphasis in English, History and Philosophy
Michigan State University
1991

ADDITIONAL QUALIFICATIONS

- ABC Greater Michigan, Board of Directors
- OSHA & MIOSHA Training
- Mine Safety Training
- Confined Space Training
- CPR & First Aid

E.T. MacKenzie Company
o (517) 627.8408
f (517) 627.4470
c (517) 507.7758
pcoscarelli@mackenzieco.com

Pasquale Coscarelli, P.E.

Estimating Specialist

Analyzes blueprints and other documentation to prepare estimates.

PROFESSIONAL EXPERIENCE

E.T. MacKenzie Company
Estimating Specialist
2000 - Present

- 3D modeling for machine control staking and construction staking. Quantifying earthwork, building, foundation and utility excavations. Material take-offs for demolitions, site improvements and utilities. Drafting, layout, engineering and engineered plan formatting/production for civil engineering and construction related projects, including topographical and boundary surveys, demolition, site plans, layout, staking and utility plan/profiles, and grading and erosion control plans.

Desine Inc.
Engineering Technician
1997 - 2000

- Inspection, documentation and certification of road construction, including subgrade prep., proof rolling, undercut stabilization, stringline grade check and compaction, and curb installation. Placement and documentation of bituminous yield and thickness. Directed excavations for perk test/soil identification and drainfield subsurface preparations. Performed water, storm and sanitary sewer inspection and documentation, including witnessing, bedding, installation, backfill, compaction and material conformance. TV inspection, mandrel and pressuring testing. Developed recorded as-built drawings for water, sanitary and storm sewer system. Stormwater operator and soil erosion control inspections.

Ayres, Lewis, Norris & May, Inc.
Engineering Technician
1996 - 1997

- Performed water and sanitary sewer inspection and documentation.

EDUCATION

Bachelor of Science, Civil Engineering
Michigan Technological University
1996

ADDITIONAL QUALIFICATIONS

- Professional Engineer, state of Michigan
- MI Storm Water Operator License #C-01737
- MI Industrial Storm Water Operator License #I-02963
- Computer Knowledge: Agtek Earthwork 3D Construction Software Suite, TOPCON Office 3D, Bentley Powerdraft/ Microstation Geopack, Civil CAD Software, Autodesk AutoCAD, Microsoft Excel, Haestad Method, KY-2, Hydraulic System Analysis Program, Primavera Project Manager and Lotus.

E.T. MacKenzie Company
o (517) 627.8408
f (517) 622.3799
c (517) 749.0491
pemmons@mackenzieco.com

Phillips C. Emmons Jr., CPG

Senior Project Manager / Geologist

Nearly thirty years of experience managing bid estimates, contracts, documents and supervising projects with an emphasis in environmental work.

PROFESSIONAL EXPERIENCE

E.T. MacKenzie Company
Geologist, Project Manager
1990 - Present

- Estimates, bids, schedules and supervises environmental projects including UST/AST removals and installations, demolition, site investigation and site remediation including hazardous/contaminated soil removals.

Dominion Exploration
Senior Exploration Geologist
1983 - 1990

- Responsible for oil and gas prospect development, oil and gas drilling operation oversight and subsurface mapping.

Hunt Energy Corporation
Exploration Geologist
1981 - 1983

- Responsible for oil and gas prospect generation, oil and gas drilling operation oversight and subsurface mapping.

EDUCATION

BS, Geology
Marshall University
1976 - 1981

CERTIFICATIONS

- Professional Geologist (CPG) #9326
- Asbestos Contractor Supervisor CSR17012602
- MI Storm Water Operator License #C-10345
- Petroleum Geologist (AAPG) #52992-7

ADDITIONAL QUALIFICATIONS

- 40-Hour OSHA Hazwoper
- Lead, Cadmium & Chromium Training
- CPR & First Aid
- Roadway Worker Training (Railroad)
- OSHA & MIOSHA Training
- Trained Scaffold User
- Respirator Fit Testing
- Medical Monitoring

MacKenzie Companies

o (517) 627.8408
f (517) 627.4470
c (517) 712.3930
rclark@mackenzieco.com

Ronald W. Clark

President

Acts as president for Site Services, Inc., a construction and real estate development business.

PROFESSIONAL EXPERIENCE

Site Services, Inc.
President
2003 - Present

- Responsibilities include project coordination between the company, subcontracted design professionals and governmental agencies, land planning and landscape design for residential projects, marketing and sales of residential projects, and performing economic analysis of potential projects for the company.

Kebs, Inc.
Landscape Architect / Project Manager
2003

- Responsibilities included land planning and landscape architectural design for client's projects, project representation and advocacy for governmental approvals on behalf of the client, supervision of design and drafting team for preparation of client's project plans and submittal documents, and marketing of the design capabilities to potential clients.

Whitehills Development Corporation
Vice President
1987 - 2002

- Responsibilities included land planning, design supervision, all levels of governmental approvals, construction contract and implementation supervision, financing coordination, lot sales and development coordination, architectural design and construction supervision of residential products and management of homeowners' associations.

EDUCATION

BS, Landscape Architecture
Michigan State University
1979

ADDITIONAL QUALIFICATIONS

- Registered Landscape Architect, State of Michigan
- Licensed Real Estate Broker, State of Michigan

MacKenzie Companies
o (517) 627.8408
f (517) 627.4470
c (517) 588-9353
rmcelhaney@mackenzieco.com

Ronald McElhaney

Safety Director

Inspects and monitors construction and other sites and ensure safety compliance, and arranges and/or provides ongoing safety training.

PROFESSIONAL EXPERIENCE

E.T. MacKenzie Company / E.T. MacKenzie of Florida, Inc.
Safety Director
2019

- Complete weekly job site safety inspections and written site reports.
- Conduct fire and safety inspections for company-owned buildings.
- Compile accident reports and conduct investigations.
- Train supervisors.
- Train and certify employees in confined space entry, fork truck, first aid and CPR, flagging, mine safety and other safety standards.
- Work with various state and federal agencies on MIOSHA and OSHA standards.
- Purchase and prepare safety materials for supervisors.

Tooles Contracting Group
Safety Director
2017 - 2018

Granger Construction
Safety Manager
2016 - 2017

Searchlight Safety
Contracted Site Safety Manager
2015 - 2016

OnSite Innovations
Construction Safety Director
2011 - 2015

EDUCATION

Master of Science in Administration
Ohio University
2012

Bachelor of Science in Athletic Training
Michigan State University
2009

ADDITIONAL QUALIFICATIONS

- 40-Hour OSHA Hazwoper
- OSHA 510
- OSHA 30-Hr Training
- OSHA 10
- LARA MIOSHA Level 1
- MIOSHA Recordkeeping/Cost of Injuries
- Confined Space Entry
- CPR & First Aid Certified
- Equipment Operator Permit
- Traffic Control Operations
- Silica Training
- Competent Person Fall Protection
- Supervisor's Role in Safety & Health
- Human Factors Engineering
- Elements of a S/H Management System

Ann Arbor Division - E.T. MacKenzie Company
o (734) 761.5050
f (734) 761.5323
c (734) 216.0835
rcurbyetmc@gmail.com

Russell J. Curby

Foreman

Managing large site development projects, including coordination of subcontractors and scheduling.

PROFESSIONAL EXPERIENCE

E.T. MacKenzie Company
Foreman
1994 - Present

- Supervisor for site development. Responsibilities include construction site layout and planning, equipment and labor coordination, procurement of materials, contracting with subcontractors, scheduling and coordinating of subcontractors, coordination with local municipalities, site safety, creating and maintaining field documents, inspections and coordination with customers to assure project meets or exceed needs and expectations.

Pipe Layer
1991 - 1994

D.N. Higgins Company
Pipe Layer
1991

Saline Construction
Pipe Layer/Equipment Operator/Truck Driver
1984 - 1991

United States Marine Corp.
1980 - 1984

ADDITIONAL QUALIFICATIONS

- MI Storm Water Operator License #C-01705
- 40-Hour OSHA Hazwoper
- OSHA & MIOSHA Training
- Lead, Cadmium & Chromium Training
- Confined Space Entry Training
- CPR & First Aid Certificate
- PipePatch Factory Trained Installer

EDUCATION

Construction Management
Eastern Michigan University
1984 - 1990

Industrial Technology
Central Michigan University
1976 - 1980

Pioneer High School
Diploma

MacKenzie Companies
o (517) 627.8408
f (517) 627.4470
c (517) 202.2847
sm@mackenzieco.com

Stephanie L. MacKenzie

Corporate Secretary / Treasurer

Stephanie MacKenzie began her lifelong career at MacKenzie Companies over thirty years ago, learning many facets of our operations. First working as a laborer/operator in the field, she also held various office positions. Now, as our Corporate Secretary / Treasurer, she is in charge of managing all office and IT operations.

PROFESSIONAL EXPERIENCE

E.T. MacKenzie Company / E.T. MacKenzie of Florida, Inc.
Corporate Secretary / Treasurer
2015 - Present
Office Operations & IT Management
1990 - Present

- Management of day to day office & IT operations. Supervise, train, hire and direct administrative support team. Plan, direct, & evaluate the operations of computer systems and processing. Develop policies and procedures for computer & paperwork processing, procedures, & integrity of systems and output for headquarters and all branch offices. Develop and implement marketing materials, media & company presence. Plan and coordinate company functions and travel.

E. T. MacKenzie Company
Field Employee & Accounts Payable/Job Cost Clerk
1984 - 1988

EDUCATION

Audio Engineering
The Art Institute of Fort Lauderdale
University of Miami w/internship
1988 - 1990

Lansing Community College
1986 - 1988

ADDITIONAL QUALIFICATIONS

- 40-Hour OSHA Hazwoper
- CPR & First Aid Certified
- OSHA & MIOSHA Training
- Estimating Sitework Construction 04PO119-18, Construction Estimating Institute of America, 1996

E.T. MacKenzie Company
o (517) 627.8408
f (517) 627.4470
c (517) 712.1272
sbultema@mackenzieco.com

Steve Bultema

Estimator / Project Manager

Over thirty years of experience managing bid estimates, contracts, documents and construction of sitework projects.

PROFESSIONAL EXPERIENCE

E.T. MacKenzie Company
Estimator / Project Manager
2010 - Present

- Responsible for bidding and negotiating contracts, project management and coordination of projects in the areas of site-work, earthwork, mass grading, and site utilities including sanitary sewers, storm sewers, watermain and roads.

Bultema Brothers Road Contractors
Various Positions
1977 - 2009

- Thirty-two years of work in the family business first included laboring, operating equipment and supervising of projects. In the more recent years, job title was that of project manager, estimator and president.

ADDITIONAL QUALIFICATIONS

- Certified Storm Water Operator #18156
- OSHA & MIOSHA Training

EDUCATION

Kelloggsville High School
Diploma

MacKenzie Companies
o (517) 627.8408
f (517) 627.4470
c (517) 231.8443
thomasemackenzie@gmail.com

Thomas E. MacKenzie

Vice President / Superintendent

Tom MacKenzie learned this business from the ground up, having first worked in multiple capacities on our jobsites. Now, with over thirty years of experience, he is an experienced vice president and superintendent in charge of managing the construction of large commercial, industrial and residential developments.

PROFESSIONAL EXPERIENCE

E.T. MacKenzie Company / E.T. MacKenzie of Florida, Inc.
Vice President
2015 - Present

E.T. MacKenzie Company
Superintendent
2010 - Present

- General superintendent for company with work consisting of trucking, grading, demolition, bridge construction, and underground utilities, both as general contractor and subcontractor. Responsibilities include planning, scheduling and coordinating jobs, scheduling trucks and equipment, and assisting with bidding.

Foreman
2000 - 2009

Heavy Equipment Operator
1987 - 2000

ADDITIONAL QUALIFICATIONS

- MI Storm Water Operator, License #C10353
- 40-Hour OSHA Hazwoper
- OSHA & MIOSHA Training
- Confined Space Entry Training
- CPR & First Aid Certificate
- Mine Safety Training
- Roadway Worker Training (Railroad)

EDUCATION

Grand Ledge High School
Diploma

Jack R. Carnahan, P.E., PLLC
Consulting Civil Engineer

March 2, 2022

To Whom It May Concern:

As a consultant and contractor for land development services to HC Investment Holdings LLC, and Soave Biltmore LLC, I have had numerous interactions with E.T. MacKenzie Company. They have constructed 4 phases of a large single family residential subdivision, built a widening lane in Jackson Road, built a pedestrian bridge to cross a major stream (Honey Creek in Washtenaw County), worked with local, county and stage agencies and completed all aspects of any project on time and on budget.

They have been extremely helpful in dealing with homeowners who want to provide their own instructions to developers and builders.

I have extremely high regard for their employees and their work. They have been a great company to work with and have always performed beyond expectations.

I highly recommend them for any projects.

Sincerely,



Jack R. Carnahan, P.E.

248-563-7400
jack@siloart.com

55767 Sandy Lane
Shelby Township, MI 48316

Andy Schor, Mayor

PUBLIC SERVICE DEPARTMENT
7th Floor City Hall
124 West Michigan Avenue
Lansing, Michigan 48933
(517) 483-4455
FAX: (517) 483-6082
www.lansingmi.gov/pubserv

March 7, 2022

City of Ann Arbor
301 E. Huron Street
Ann Arbor, Michigan 48104

RE: Recommendation for E.T. MacKenzie Company

To Whom It May Concern:

Regarding E.T. MacKenzie Company, this company has completed several large-scale utility construction projects for the City of Lansing Public Service Department; primarily, projects associated with the City's Combined Sewer Overflow (CSO) Program. The CSO Program's "sewer separation" construction projects are typically multiyear projects that result in replacement or rehabilitation of all public sewers and public watermain within the project area, which results in the need for complete reconstruction of the public roadway, including new concrete facilities (i.e., new curb & gutter, ADA ramps, etc.).

Based on the magnitude and scope of the CSO Program's construction projects, only construction contractors with great resources and ability can bond for and complete these large projects. E.T. MacKenzie Company has demonstrated time and again that they do have the equipment, personnel, and experience to successfully complete these projects. In addition, the company has demonstrated that they provide very high-quality workmanship based on the negligible amount of subsequent corrective needs. Notably, regarding the CSO Program construction measures described above (i.e., new public utilities, roadway, etc.), E.T. MacKenzie Company has performed most of these activities with their own staff forces; as opposed to using multiple subcontractors, which seems to result in a superior finished product.

Lastly, as project engineer for multiple projects with E.T. MacKenzie Company, I can state that, based on prior experience, the company instills a comfort level relative to conducting their construction activities in a conscientious and professional manner.

As per the above comments, I would have no concern or hesitation about using E.T. MacKenzie Company for any municipal construction project.

Sincerely,

Alec Malvetis

Alec Malvetis, Asst. City Engineer

Norfolk HOMES

March 2, 2022

Re: E.T. MacKenzie Company

To Whom It May Concern:

E.T. MacKenzie Company has been working for Norfolk Development Corporation as a subcontractor for over 25 years. They have been responsible for Soil Erosion, Demolition, Clearing, Mass Grading, Underground Utilities, including Sanitary, Storm and Water, Concrete, Asphalt Paving, Landscaping, and Maintenance.

We currently have six active contracts with them for various projects. Their management of these projects has been professional, and on point. In fulfilling their contractual obligations, they must work with municipalities, as well as our engineers, surveyors, testing companies, and specialty contractors. Being responsible for both internal and field operations, I have witnessed nothing but professional communication between E.T. MacKenzie Company and other professionals on our projects.

It is our desire to continue our relationship with E.T. MacKenzie Company for many years to come. Their attention to detail, timing, professionalism, and quality of work, allows us to follow up behind them, and do what we do best, build houses; confident that they have provided us a strong foundation for the balance of the project.

If you should have any questions, or would like to discuss our recommendation in greater detail, please feel free to contact me at ddarkowski@norfolk-homes.com, or 734.368.8663.

Sincerely,

David Darkowski
Land Development Manager
Norfolk Development Corporation

8178 Jackson Rd. Suite D • Ann Arbor, MI 48103
Phone 734-408-0777 • Fax 734-408-0780 • www.norfolk-homes.com

SOAVE
REAL ESTATE

March 15, 2023

To Whom It May Concern:

I am working with E. T. MacKenzie Company on a project in Scio Township, MI. We are constructing a multi-million-dollar development there with 580+ multi-family units. MacKenzie has performed all the earthwork, soil erosion (installation, tree protection, SESC inspection/reporting and maintenance), dry and wet utility installation, and finish grading for building pads/roadways. MacKenzie will also perform the WCRC required relocation/renovation of the directional turn lanes at the project entry. They are pending quotation approvals on roadway aggregate, curb and gutter.

Though our relationship with MacKenzie has been just for this project, I have found them to be very aggressive with the work schedule. They have brought in additional crews as logistics allows to stay with or get ahead of the proposed construction schedule. They have had equipment and staffing as required to perform the work in an efficient, cost sensitive manner. Their project management team has been very informative, working with us on material deliveries and project issues caused by weather delays and impacts. I have found all the people that I have dealt with to be very professional and attentive.

I have no issue with recommending E. T. MacKenzie Company for any type of project, for work at and below grade. We look forward to a long relationship with this firm. Should you have questions or would like to discuss our relationship in further detail, please feel free to contact me at keith.welch@soave.com or call my cell 248-302-6275.

Sincerely,
Soave Real Estate Group

Keith J. Welch

Vice President - Engineering

3400 East Lafayette, Detroit, MI 48207
p 313 567 7000 | f 313 567 0966 | info@soave.com | soave.com

Reference List

TRADE REFERENCES:

Michigan CAT
Joe Edwards
(517) 204.5568

Northern Concrete Pipe
John Washabaugh
(517) 645.2777

Ferguson Waterworks
Jason Maynard
(517) 322-0300
(517) 322-4037 fax

Anderson-Fischer & Associates
John Fischer
(517) 676-5522
(517) 676-0466 fax

PRIVATE FIRM REFERENCES:

O'Neal Construction
525 West William
Ann Arbor, MI 48103
(734) 769-0770
(734) 769-1736 fax

Rockford Construction Company
5540 Glenwood Hills Parkway SE
Grand Rapids, MI 49512
(616) 285-6933
(616) 285-8001 fax

Schostak Brothers & Company
17800 Laurel Park Drive North, Ste. 200C
Livonia, MI 48152
(248) 262-1000
(248) 262-1814 fax

BANK REFERENCE:

Old National Bank
Tim Helber
2723 South State Street
Ste. 210
Ann Arbor, MI 48104
(734) 887-2635

SURETY:

Liberty Mutual
c/o The David Chapman Agency
5700 West Mt. Hope Hwy.
Lansing, MI 48917
(517) 321-4600
(517) 321-9443 fax

PROFESSIONAL ASSOCIATIONS:

MITA – Michigan Infrastructure & Transportation Association

NUCA – National Underground Contractors Association

NAHB – National Assoc of Home Builders

NDC – National Demolition Association

MAA – Michigan Aggregates Association

ABC – Assoc. Builders & Contractors

CFMA – Construction Financial Management Association

"We are an equal opportunity employer."

E.T. MacKenzie Company

Completed Projects Profile

Project Name	Owner	Engineer	Date Completed	Contract Amount	Reference
Costco Wholesale East Lansing East Lansing, MI	Costco Wholesale, Inc. 999 Lake Drive Issaquah, WA 98027	Mulvanny G2 Architecture 1101 Second Ave., Ste. 100 Seattle, WA 98101	November 2017	Original $5,948,885.00 Ending $7,299,361.00	Jerry Pollock Jackson Dean Construction 3414 South 116th Street Seattle, WA 98168 425-531-1077
East Glencairn Neighborhood Utility & Roadway Improvements East Lansing, MI	City of East Lansing 1800 East State Road East Lansing, MI 48823 517-319-6928	Hubbell Roth & Clark, Inc. 2102 Aurelius Road, Ste. 2 Holt, MI 48842 517-694-7760	October 2022	Original $5,295,394.35 Ending $5,671,773.19	Nicole McPherson City of East Lansing 1800 East State Road East Lansing, MI 48823 517-319-6928
Redwood Holland Holland, MI	Redwood USA Kris Conwill 7007 E Pleasant Valley Rd Independence, OH 44131 216-360-9441	Bergmann 7050 W Saginaw Hwy Lansing, MI 48917 517-272-9835	March 2023	Original $4,701,154.55 Ending $4,298,470.12	Redwood USA Kris Conwill 7007 E Pleasant Valley Rd Independence, OH 44131 216-360-9441
Hoover, Greene & Hill Improvements Ann Arbor, MI	City of Ann Arbor 301 East Huron Ann Arbor, MI 48104 734-794-6410		August 2020	Original $4,692,900.00 Ending $5,585,055.50	Christopher Wall City of Ann Arbor 301 East Huron Ann Arbor, MI 48104 734-794-6410
Cottages at Barton Green Ann Arbor, MI	Joel Spellar MI-UM Holdings LLC 201 Main St, Ste 1000 Lafayette, IN 47901 765-807-2705	Scott Betzoldt Midwestern Consulting 3815 Plaza Drive Ann Arbor, MI 48109 734-995-0200	August 2021	Original $4,187,410.70 Ending $6,801,587.08	Joel Spellar Trinitas Construction (MI) LLC 201 Main Street, Ste 1000 Lafayette, IN 47901 735-807-2705
Cider Mill Crossings, Phase 4 Tyrone Twp., MI	Sun Cider Mill Crossings, LLC 27777 Franklin Road, Ste. 200 Southfield, MI 48034 248-208-2500	Matt Diffin Diffin-Umlor & Associates 49287 West Road Wixom, MI 48393 248-437-7803	November 2019	Original $3,988,939.35 Ending $4,446,073.33	Ron Hill Atwell Group LLC Two Towne Square, Ste. 700 Southfield, MI 48076 248-477-2000
Oaks of Rockford Rockford, MI	Oaks of Rockford Brian Fannon 11640 Town Square Blvd Rockford, MI 49341 248-379-2941	Moore & Bruggink, Inc. Zack Voogt 2020 Monroe NW Grand Rapids, MI 49505 616-363-9801	November 2023	Original $3,770,734.95 Ending $3,821,035.50	Oaks of Rockford Brian Fannon 11640 Town Square Blvd Rockford, MI 49341 248-379-2941

Project Name	Owner	Engineer	Date Completed	Contract Amount	Reference
Honey Creek, Phase 1 Earthwork, underground utilities Scio Twp., MI	Jack Carnahan HC Investment Holdings, LLC 89 Lake Shore Road Grosse Pointe Farms, MI 48236 248-563-5800		October 2017	Original $3,722,785.70 Ending $4,059,244.94	Scott Betzoldt Midwestern Consulting, LLC 3815 Plaza Drive Ann Arbor, MI 48108 734-995-0200
EL FY22 Utility Project East Lansing, MI	City of East Lansing Stephen Clayton 410 Abbot Rd East Lansing, MI 48823 517-749-4597	City of East Lansing Stephen Clayton 410 Abbot Rd East Lansing, MI 48823 517-749-4597	May 2024	Original $3,658,804.85 Ending $4,667,465.17	City of East Lansing Stephen Clayton 410 Abbot Rd East Lansing, MI 48823 517-749-4597
Mt Hope Park Phases I/II Delta Township, MI	Delta Charter Township 7710 West Saginaw Hwy Lansing, MI 48917 517-323-8500	Woody Isaacs Viridis Design Group 313 North Burdick Street Kalamazoo, MI 49007 269-585-2051	August 2019	Original $3,579,300.00 Ending $3,833,983.04	Ernie West Delta Charter Township 7710 West Saginaw Hwy Lansing, MI 48917 517-323-8500
Chelsea Milling (Jiffy) Chelsea, MI	Chelsea Milling Randy Kepple 201 W North St Chelsea, MI 734-475-1361, ext 294	Midwestern Consulting LLC Sue Dickinson 3815 Plaza Dr Ann Arbor, MI 734-995-0200, ext 221	May 2023	Original $3,533,727.00 Ending $5,541,175.42	O'Neal Construction, Inc Matt Ratzow 525 W Williams St Ann Arbor, MI 734-769-0770
Oaks of Rockford Phase 2 Cortland Twp., MI	Oaks of Rockford MHC, LLC 11640 Townsquare Blvd. Rockford, MI 49341 248-379-2941	Zack Voogt Moore & Bruggink, Inc. 2020 Monroe NW Grand Rapids, MI 49505 616-363-9801	August 2020	Original $3,347,506.95 Ending $3,313,120.36	Brian Fannon Oaks of Rockford MHC, LLC 11640 Townsquare Blvd. Rockford, MI 49341 248-379-2941
CRIA Taxiway Turning Improvement Lansing, MI	Capital Region Airport Authority 4100 Capital City Blvd. Lansing, MI 48906	RS&H G-3101 West Bristol Road, Ste. 300 Flint, MI 48507 810-496-6746	June 2017	Original $3,256,594.25 Ending $3,879,532.74	Erich Thiel RS&H G-3101 West Bristol Road, Ste. 300 Flint, MI 48507 810-496-6746
Washtenaw County Bridges MDOT Contract ID 81000-208103 Washtenaw County, MI	Michigan Dept. of Transportation State Transportation Building 425 West Ottawa Street PO Box 30050 Lansing, MI 48909		December 2021	Original $3,032,221.12 Ending $3,381,721.20	Nate Murphy Washtenaw County Road Commission 555 Zeeb Road Ann Arbor, MI 48103 734-761-1500
100 Grand River East Lansing, MI	100 Grand River LLC 540 West Madison Ave., Ste. 2500 Chicago, IL 60661	Solomon, Cordwell, Buenz, Inc. 625 N. Michigan Ave., Ste. 800 Chicago, IL 60611	July 2021	Original $3,156,472.30 Ending $3,496,986.80	Chris Oakley 100 Grand River LLC 540 West Madison Ave., Ste. 2500 Chicago, IL 60661

Project Name	Owner	Engineer	Date Completed	Contract Amount	Reference
Cider Mill Crossings **Manufactured Housing Comm.** Earthwork and underground utilities Tyrone Twp., MI	Sun Cider Mill Crossings, LLC 27777 Franklin Road, Ste. 200 Southfield, MI 48034	Matt Diffin Diffin-Umlor & Associates 53115 Grand River Ave. New Hudson, MI 48165 248-437-7803	December 2016	Original $2,995,903.30 Ending $3,234,305.57	Erik Fix Schostak Brothers & Company, Inc. 17800 Laurel Park Drive N., Ste. 200C Livonia, MI 48152 248-262-1000
Redwood Portage Portage, MI	Redwood Portage Lovers Lane P1 LLC Chuck Grasser 7007 East Pleasant Valley Rd Independence OH 440-417-2175	Bergmann 7050 W Saginaw Hwy Lansing, MI 48917 517-272-9835	December 2022	Original $2,848,037.10 Ending $3,838,594.71	Redwood Portage Lovers Lane P1 LLC Chuck Grasser 7007 East Pleasant Valley Rd Independence OH 440-417-2175
Grand Ledge 2020 Streets **Improvements** Grand Ledge, MI	Adam Smith City of Grand Ledge 310 Greenwood Street Grand Ledge, MI 48837 517-627-2149	Wolverine Engineers & Surveyors 312 North Street Mason, MI 48854 517-676-9200	November 2020	Original $2,767,080.75 Ending $2,620,716.05	Don Heck, PE Wolverine Engineers & Surveyors 312 North Street Mason, MI 48854 517-676-9200
Sunset Ridge, Ph 5 Grand River Ave Portland, MI	Sun Communities Funding II LLC Len Schember 2777 Franklin Road, Suite 200 Southfield, MI 48034	Diffin Engingeering & Surveying Matthew Diffin 24353 Tara Drive South Lyon, MI 48178	December 2022	Original $2,459,277.30 Ending $2,702,000.05	Sun Communities Funding II LLC Len Schember 2777 Franklin Road, Suite 200 Southfield, MI 48034
Pauline Blvd MDOT Contract ID 81000-201737 Washtenaw County, MI	Michigan Dept. of Transportation State Transportation Building 425 West Ottawa Street PO Box 30050 Lansing, MI 48909	City of Ann Arbor 301 East Huron Street Ann Arbor, MI 48104 734-794-6410	July 2019	Original $2,430,900.00 Ending $2,276,487.99	Igor Kotlyar City of Ann Arbor 301 East Huron Street Ann Arbor, MI 48104 734-794-6410
Fosdick Glen York Township, MI	Norfolk Development 8178 Jackson Road, Ste. D Ann Arbor, MI 48103 734-545-8546	Heath Hartt Midwestern Consulting 3815 Plaza Drive Ann Arbor, MI 48109 734-995-0200	May 2023	Original $2,392,333.25 Ending $2,777,938.38	Sean Lefere Norfolk Development 8178 Jackson Road, Ste. D Ann Arbor, MI 48103 734-545-8546
McLaren Offsite **Infrastructure Improvements** Lansing, MI	McLaren Greater Lansing 401 West Greenlawn Lansing, MI 48910	C2AE 106 West Allegan Street, Ste. 500 Lansing, MI 48933 517-371-9131	October 2020	Original $2,387,461.90 Ending $2,390,442.69	Adam Falkowski C2AE 106 West Allegan Street, Ste. 500 Lansing, MI 48933 517-371-9131
Waverly Shores Village MHC Holland, MI	Waverly Shores Village II LLC 27777 Franklin Road, Ste. 200 Southfield, MI 48034	Atwell Group LLC Two Towne Square, Ste. 700 Southfield, MI 48076 248-477-2000	September 2017	Original $2,325,288.80 Ending $2,462,592.80	Ron Hill Atwell Group LLC Two Towne Square, Ste. 700 Southfield, MI 48076 248-477-2000
		Ian Graham			Steve Schlabach

Project Name	Owner	Engineer	Date Completed	Contract Amount	Reference
Redwood Battle Creek Battle Creek, MI	Redwood Living USA, Inc. 7007 East Pleasant Valley Road Independence, OH 44131 216-360-9441	Bergmann 7050 West Saginaw Hwy., Ste. 200 Lansing, MI 48917 517-272-9836	October 2021	Original $2,311,472.52 Ending $2,157,081.64	Redwood Construction Co. 7007 East Pleasant Valley Road Independence, OH 44131 216-360-9441
Lakewood Ph II **Forcemain Replacement** Odessa Twp., MI	Doug Suntken Lakewood Wastewater Authority 13751 Harwood Road Lake Odessa, MI 48849 616-374-3265	Fishbeck 1515 Arboretum Drive SE Grand Rapids, MI 616-464-3929	August 2022	Original $2,293,060.00 Ending $3,839,749.40	Greg Whittle Fishbeck 1515 Arboretum Drive SE Grand Rapids, MI 616-464-3929
Whiskey Beach Bait Beaverton, MI	DTMB PO Box 30026 Lansing, MI	Sagasser & Associates Inc Jeffrey Arch, P.E. 699 S Wisconsin Ave Gaylord, MI 989-732-5800	September 2022	Original $2,285,538.00 Ending $2,285,538.00	Sagasser & Associates Inc Jeffrey Arch, P.E. 699 S Wisconsin Ave Gaylord, MI 989-732-5800
Redwood Living @ DeWitt Twp. **Clearing and Earthwork** DeWitt Twp., MI	Redwood Living USA, Inc. 7007 East Pleasant Valley Road Independence, OH 44131 216-360-9441	Ian Graham Bergmann 7050 West Saginaw Hwy., Ste. 200 Lansing, MI 48917 517-272-9836	April 2021	Original $2,206,718.46 Ending $2,195,671.03	Steve Schlabach XL Builders LLC PO Box 267 Mount Eaton, OH 44659 330-465-4781
Churchill Downs Ann Arbor, MI	Washtenaw County Water Resource Commissione Harry Sheehan 705 N Zeeb Road Ann Arbor, MI 48107 734-222-6860	Spicer Group Steve Roznowski 125 Helle Blvd Dundee, MI 48131 734-823-3308	June 2023	Original $2,111,900.00 Ending $2,128,210.70	Washtenaw County Water Resource Commissioner Harry Sheehan 705 N Zeeb Road Ann Arbor, MI 48107 734-222-6860
Redwood Delhi Phase 3 Holt, MI	Redwood USA Kris Conwill 7007 E Pleasant Valley Rd Independence, OH 44131 216-360-9441	Bergmann Associates 7050 W Saginaw Hwy, Ste 200 Lansing, MI 48917 517-272-9835	February 2024	Original $2,064,266.30 Ending $2,494,515.38	Redwood USA Kris Conwill 7007 E Pleasant Valley Rd Independence, OH 44131 216-360-9441
Sunset Ridge Phase 3 Portland, MI	Len Shember Sun Communitiies Funding II LLC 27777 Franklin Road, Ste. 200 Southfield, MI 48034 248-208-2500	Matt Diffin Diffin-Umlor & Associates 49287 West Road Wixom, MI 48393 248-437-7803	October 2018	Original $2,060,002.15 Ending $2,844,187.96	Ron Hill Atwell Group LLC Two Towne Square, Ste. 700 Southfield, MI 48076 248-477-2000
Plymouth & Green Water Main Ann Arbor, MI	City of Ann Arbor 301 East Huron Street Ann Arbor, MI 48104 734-794-6410	City of Ann Arbor 301 East Huron Street Ann Arbor, MI 48104 734-794-6410	December 2017	Original $2,059,990.00 Ending $2,690,955.92	Igor Kotlyar City of Ann Arbor 301 East Huron Street Ann Arbor, MI 48104 734-794-6410
2022 Kalamazoo St Water Main	Ingham County Road Department Eric Burns	C2AE Adam Falkowski		Original	Ingham County Road Department Eric Burns

Project Name	Owner	Engineer	Date Completed	Contract Amount	Reference
Lansing, MI	301 Bush St Mason, MI 48854 517-719-0070	16 W Allegan St, #500 Lansing, MI 48933 517-371-1200	September 2022	$1,932,842.54 Ending $2,176,252.50	301 Bush St Mason, MI 48854 517-719-0070
Trailwoods 2V Scio Township, MI	Jack Carnahan HC Investment Holdings LLC 1943 Henrietta Street Birmingham, MI 48009 248-563-5800	Midwestern Consulting LLC 3815 Plaza Drive Ann Arbor, MI 48108 734-995-0200	July 2019	Original $1,928,042.89 Ending $2,342,809.99	Scott Betzoldt Midwestern Consulting LLC 3815 Plaza Drive Ann Arbor, MI 48108 734-995-0200
Austin/Sharon Valley/McCollum Bridges MDOT Contract ID 81000-129377 Washtenaw County, MI	Michigan Dept. of Transportation State Transportation Building 425 West Ottawa Street PO Box 30050 Lansing, MI 48909	Washtenaw County Road Commission 555 Zeeb Road Ann Arbor, MI 48103 734-761-1500	January 2020	Original $1,920,965.10 Ending $2,276,219.80	Kelly Jones Washtenaw County Road Commission 555 Zeeb Road Ann Arbor, MI 48103 734-761-1500
Oaks of Rockford Phase 2 Cortland Twp., MI	Brian Fannon Oaks of Rockford MHC, LLC 11640 Townsquare Blvd. Rockford, MI 49341 248-379-2941	Moore & Bruggink, Inc. 2020 Monroe NW Grand Rapids, MI 49505 616-363-9801	November 2018	Original $1,915,427.25 Ending $2,189,643.24	Zack Voogt Moore & Bruggink, Inc. 2020 Monroe NW Grand Rapids, MI 49505 616-363-9801
Copper Creek Phase 3 & 4 Haslett, MI	Haslett Road Holding, LLC Bob Schroeder 1650 Kendale Blvd, Ste 200 East Lansing, MI 48823 517-371-5000	KEBS, Inc. AJ Patrick 2446 Haslett Rd Haslett, MI 48840 517-339-1014	December 2023	Original $1,905,001.35 Ending $1,898,300.21	Haslett Road Holding, LLC Bob Schroeder 1650 Kendale Blvd, Ste 200 East Lansing, MI 48823 517-371-5000
Dansville Schools Earthwork, Undergound Utilities Dansville, MI	Amy Hodgson Dansville Schools 1264 Adams Street Dansville, MI 48819	Mark Reile Kingscott & Associates 259 East Michigan Ave., Ste 308 Kalamazoo, MI 49007 269-388-4880	June 2019	Original $1,900,800.00 Ending $2,125,672.55	Chad Stahl Miller-Davis Construction 1029 Portage Street Kalamazoo, MI 49001 269-345-3561
Dexter High School Athletic Fields Dexter, MI	Dexter Community Schools 7714 Ann Arbor Street Dexter, MI 48130	Carey Baker Beckett & Raeder 535 West William Street, Ste. 101 Ann Arbor, MI 48103 734-663-2622	December 2019	Original $1,888,076.00 Ending $2,053,550.68	Mike Nowosad Granger Construction Company 6267 Aurelius Road Lansing, MI 48911 517-393-1670
Former Detroit House of Corrections Plymouth Township, MI	State of Michigan Dept of Tech, Management & Budget PO Box 30026 Lansing, MI 48909	Rob Smith ATC Group Service, Inc. 46555 Humboldt Dr., Ste 100 Novi, MI 48377 248-669-5140	June 2017	Original $1,874,357.00 Ending $1,785,387.63	Kim Smith E.T. MacKenzie Company, LLC 4248 West Saginaw Hwy Grand Ledge, MI 48837 517-627-8408
Copper Creek Condominium	Haslett Holdings, LLC 1650 Kendale Blvd.	AJ Patrick Kebs, Inc. 2116 Haslett Road	June 2021	Original $1,857,117.07	David Straub Haslett Holdings, LLC 1650 Kendale Blvd

Project Name	Owner	Engineer	Date Completed	Contract Amount	Reference
Haslett, MI	East Lansing, MI 48823 517-371-5000	Haslett, MI 48840		Ending $1,889,651.62	East Lansing, MI 48823 517-371-5000
Thomas Farms Clark Road Dewitt, MI	Eastbrook Homes Michael McGraw 1188 E Paris Ave SE, Ste 100 Grand Rapids, MI 616-745-5208	Exxel Engineering 5252 Clyde Park SW Grand Rapids, MI 616-291-2276	September 2022	Original $1,844,189.91 Ending $2,034,489.17	Eastbrook Homes Michael McGraw 1188 E Paris Ave SE, Ste 100 Grand Rapids, MI 616-745-5208
Stadium/Washtenaw Utility Improvements Ann Arbor, MI	City of Ann Arbor Francisca Chan 301 E Huron St Ann Arbor, MI 734-794-6410	City of Ann Arbor Francisca Chan 301 E Huron St Ann Arbor, MI 734-794-6410	October 2022	Original $1,829,900.00 Ending $1,994,087.43	City of Ann Arbor Francisca Chan 301 E Huron St Ann Arbor, MI 734-794-6410
Northpointe at College Fields Meridian Twp., MI	Gary Jones Jones Property Development, LLC c/o Altman Greenfield & Selvaggi, LLP 10960 Wilshire Blvd., Ste. 1900 Los Angeles, CA 90024-3805	Kebs, Inc. 2116 Haslett Road Haslett, MI 48840 517-339-1014	November 2017	Original $1,818,845.55 Ending $1,818,845.55	Jim Rundquist Jones Property Development, LLC 3800 Hagadorn Road Okemos, MI 48864 517-333-8900
Volaris Lansing, MI	Waypoint Residential Services, LLC 13355 Noel Road Dallas, TX 75240 214-261-3414	Greg Petru Kebs, Inc. 2116 Haslett Road Haslett, MI 48840 517-339-1014	November 2020	Original $1,814,549.00 Ending $2,746,635.19	Keith Ivkovich Wieland 4162 English Oak Drive Lansing, MI 48911 517-372-8650
Athens Road Bridge over St. Joseph River Branch County, MI	Branch County Road Commission 23 East Garfield Ave. Coldwater, MI 49036 517-278-2022		January 2016	Original $1,756,911.62 Ending $1,729,126.26	Trent Arver Branch County Road Commission 23 East Garfield Ave. Coldwater, MI 49036 517-278-2022
CRIA Cargo Apron Expansion Earthwork Lansing, MI	Capitol Region International Airport 4100 Capitol City Blvd. Lansing, MI 48906	Nicholas Patterson RS&H 827 Willow Run Airport, 2nd Floor Ypsilanti, MI 48198 810-496-6756	December 2019	Original $1,755,158.00 Ending $2,215,865.16	Tony Cardillo Florence Cement Company 51515 Corridor Shelby Twp., MI 48315 586-997-2666
Grand Ledge Beagle Elementary Grand Ledge, MI	Brian Metcalf Grand Ledge Public Schools 220 Lamson Street Grand Ledge, MI 48837 517-925-5400	GMB Architects-Engineers 85 East Eighth Street, Ste. 200 Holland, MI 49428-3528 616-796-0200	September 2022	Original $1,750,299.00 Ending $3,586,975.15	Jim Kaiser Clark Construction Company 3535 Moores River Drive Lansing, MI 48911 517-372-0940

Project Name	Owner	Engineer	Date Completed	Contract Amount	Reference
Lakewood 2017 Pump Station Improvements Lake Odessa, MI	Lakewood Wastewater Authority 839 Fourth Ave. Lake Odessa, MI 48849	Fishbeck, Thompson, Carr & Huber 1515 Arboretum Drive, SE Grand Rapids, MI 49546 616-464-3815	July 2020	Original $1,712,833.20 Ending $2,119,011.51	Wayne Langeland Fishbeck, Thompson, Carr & Huber 1515 Arboretum Drive, SE Grand Rapids, MI 49546 616-464-3815
Redwood Living @ Texas Twp. Clearing and Earthwork Texas Twp., MI	Redwood Living USA, Inc. 7007 East Pleasant Valley Road Independence, OH 44131 216-360-9441	Ceso, Inc. 175 Montrose West Ave., Ste. 400 Akron, OH 44321 330-396-5676	October 2020	Original $1,700,739.57 Ending $1,679,754.17	Steve Schlabach XL Builders LLC PO Box 267 Mount Eaton, OH 44659 330-465-4781
Maier & Garlock Drain Improvements Grand Ledge, MI	Clinton County Drain Commissioner Jon Morrison 100 E State St, #2300 St Johns, MI 48879 989-224-5212	LRE Pete Buurstra 2121 3 Mile Rd NW Walker, MI 49544 616-301-7888	May 2024	Original $1,674,224.29 Ending $1,580,943.25	Clinton County Drain Commissioner Jon Morrison 100 E State St, #2300 St Johns, MI 48879 989-224-5212
Bristol Ridge Ann Arbor, MI	Norfolk Homes of Bristol Ridge LLC 8178 Jackson Road, Ste. D Ann Arbor, MI 48103 734-408-0777	Washtenaw Engineering Co. 3526 West Liberty Road #400 Ann Arbor, MI 48103 734-761-8800	July 2021	Original $1,622,826.85 Ending $1,786,057.67	David Darkowski Norfolk Homes of Bristol Ridge LLC 8178 Jackson Road, Ste. D Ann Arbor, MI 48103 734-408-0777
Hewett, Russell, Russett and Redeemer Water Main Replacement Ann Arbor, MI	City of Ann Arbor 301 East Huron Street Ann Arbor, MI 48107 734-794-6410	City of Ann Arbor 301 East Huron Street Ann Arbor, MI 48107 734-794-6410	August 2016	Original $1,609,990.00 Ending $1,587,608.89	David Dykman City of Ann Arbor 301 East Huron Street Ann Arbor, MI 48107 734-794-6410
Ballenger Hwy Bridge MDOT Contract ID 25007-118516 Genesee County, MI	Michigan Dept. of Transportation State Transportation Building 425 West Ottawa Street PO Box 30050 Lansing, MI 48909	Genesee County Road Commission 211 West Oakley Street Flint, MI 48503 810-767-4920	May 2016	Original $1,609,504.58 Ending $1,605,669.74	John Plamondon Genesee County Road Commission 211 West Oakley Street Flint, MI 48503 810-767-4920
Courtyard By Marriott Site work, underground utilities, site concrete, road construction Mt. Pleasant, MI	Darrell Herbruck Mt. Pleasant Hospitality 5225 East Pickard Street Mt. Pleasant, MI 48858 989-773-2400	Tim BeBee CMS&D 310 West Pickard Street, Ste. C Mt. Pleasant, MI 48858 989-775-0756	March 2016	Original $1,580,950.00 Ending $1,924,734.64	Jim Fifarek Pioneer Construction 550 Kirtland Street, SW Grand Rapids, MI 49507 616-247-6966
	Eric Deible				Chris Mattson

Project Name	Owner	Engineer	Date Completed	Contract Amount	Reference
John Earl Drain Eaton County, MI	Eaton County Drain Commission 1045 Independence Blvd. Charlotte, MI 48813 517-543-3809	Spicer Group 1400 Zeeb Drive St. Johns, MI 48879 989-224-2355	August 2020	Original $1,552,735.60 Ending $1,486,722.50	Spicer Group 1400 Zeeb Drive St. Johns, MI 48879 989-224-2355
Redwood Delta Wilow Hwy Delta Twp, MI	Redwood Construction Kris Conwill 7007 E Pleasant Valley Rd Independence, OH 216-360-9441	Bergmann 7050 W Saginaw Hwy, Ste 200 Lansing, MI 517-827-8681	October 2022	Original $1,481,528.50 Ending $1,640,576.09	Redwood Construction Chuck Grasser 7007 E Pleasant Valley Rd Independence, OH 440-417-2175
Austin Road Bridge MDOT Contract ID 81013-115681 Washtenaw County, MI	Michigan Dept. of Transportation State Transportation Building 425 West Ottawa Street PO Box 30050 Lansing, MI 48909	Washtenaw County Road Commission 555 North Zeeb Road Ann Arbor, MI 48103 734-761-1500	January 2016	Original $1,472,194.53 Ending $1,443,086.81	Kelly Jones Washtenaw County Road Commission 555 North Zeeb Road Ann Arbor, MI 48103 734-761-1500
Eberspacher NA Addition Earthwork, sanitary sewer, storm sewer, water Brighton, MI	Eberspacher North America 2035 Orndorf Drive Brighton, MI 48116	Wayne Perry Desine, Inc. 2183 Pless Drive Brighton, MI 48114 810-227-9533	May 2016	Original $1,402,996.65 Ending $1,408,506.76	Mark Jeffries Corrigan Construction 775 North Second Street Brighton, MI 48116 810-229-6323
BWL Coal Pile Lansing, MI	Lansing Board of Water & Light Jaxsen Klein PO Box 13007 Lansing, MI 48901 989-307-9306	HDR Bryce Burkett 5405 Data Crt Ann Arbor, MI 48108 734-332-6322	May 2024	Original $1,402,650.00 Ending $1,524,928.31	Lansing Board of Water & Light Jaxsen Klein PO Box 13007 Lansing, MI 48901 989-307-9306
Elkhart County Jail Demo Goshin, IN	Elkhart County Board of Commissioners 117 North Second Street Goshen, IN 46526 574-534-9394		December 2020	Original $1,391,392.80 Ending $1,181,392.14	Tom Rushlow, P.E. Elkhart County Board of Commissioners 117 North Second Street Goshen, IN 46526 574-534-9394
Silverstone Estates Okemos, MI	Mayberry Homes 1650 Kendale Blvd. East Lansing, MI 48823 517-371-5000		January 2021	Original $1,377,222.10 Ending $1,441,998.14	Joe Schroeder Mayberry Homes 1650 Kendale Blvd. East Lansing, MI 48823 517-371-5000
Lift Station 102 and 501	Brad Gurski SCCMUA	C2AE		Original	Brian Van Zee C2AE

Project Name	Owner	Engineer	Date Completed	Contract Amount	Reference
Clinton County, MI	3671 West Herbison Road DeWitt, MI 48820 517-669-8311	106 West Allegan Street, Ste. 500 Lansing, MI 48933 517-371-1200	December 2017	$1,372,155.00 Ending $1,410,914.35	106 West Allegan Street, Ste. 500 Lansing, MI 48933 517-371-1200
Bayberry Chase Apartments Cascade Twp., MI	Norm VanDonselaar Bayberry Chase One LLC 2651 Grove Circle Commerce Twp., MI 48382 216-360-9441	Mark Belmont CESO, Inc. 395 Springside Drive, Ste. 202 Akron, OH 44333 330-665-0660	July 2018	Original $1,312,152.75 Ending $1,316,979.53	Steve Schlabach X.L. Builders PO Box 267 Mt. Eaton, OH 44659 330-465-5255
Shield Road Bridge over Mill Creek MDOT Contract ID 81161-126689 Dexter, MI	Michigan Dept. of Transportation State Transportation Building 425 West Ottawa Street PO Box 30050 Lansing, MI 48909	Washtenaw County Road Commission 555 North Zeeb Road Ann Arbor, MI 48103 734-751-1500	February 2018	Original $1,309,909.93 Ending $1,281,146.28	Kelly Jones Washtenaw County Road Commission 555 North Zeeb Road Ann Arbor, MI 48103 734-751-1500
Gander Mountain - Lansing Earthwork, underground utilities Delta Twp., MI	Gander Mountain Company 180 East Fifth Street, Ste. 1300 St. Paul, MN 55101	Opus Design Build LLC 3610 River Crossing Parkway, Ste. 230 Indianapolis, IN 46240 317-816-5728	August 2016	Original $1,269,925.00 Ending $1,206,041.00	Eric Boehner Opus Design Build LLC 3610 River Crossing Parkway, Ste. 230 Indianapolis, IN 46240 317-816-5728
Arlington Woods Webster Twp., MI	Norfolk Development 8178 Jackson Road Ann Arbor, MI 48103 734-408-0777	Scott Betzoldt Midwestern Consulting, LLC 3815 Plaza Drive Ann Arbor, MI 48108 734-995-0200	December 2018	Original $1,260,108.75 Ending $1,337,451.31	Sean Lefere Norfolk Development 8178 Jackson Road Ann Arbor, MI 48103 734-408-0777
Songbird Way Delta Twp., MI	Unified Group, LLC 6250 West Michigan Ave. Lansing, MI 48917 517-316-4415	Paul Furtaw Bergmann Associates 7050 West Saginaw Hwy Lansing, MI 48917 517-272-9835	July 2017	Original $1,240,442.00 Ending $1,289,308.30	John Peckham Unified Group, LLC 6250 West Michigan Ave. Lansing, MI 48917 517-316-4415
Paw Paw Laundry Paw Paw, MI	State of Michigan Dept of Tech, Management & Budget PO Box 30026 Lansing, MI 48909	Sarat Bobba DLZ Michigan, Inc. 535 South Burdick Street, Ste. 248 Kalamazoo, MI 49007 269-553-0640	September 2017	Original $1,230,245.00 Ending $782,911.89	Kim Smith E.T. MacKenzie Company, LLC 4248 West Saginaw Hwy Grand Ledge, MI 48837 517-627-8408
Ashley Capital Water Main	Marty Gorski Ashley Delta, LLC 2575 South Haggerty Rd. Ste. 500	Webb Engineering, Inc. 3315 North Campbell Road, Ste. 200	October 2018	Original $1,230,207.40	Joe Webb Webb Engineering, Inc.

Project Name	Owner	Engineer	Date Completed	Contract Amount	Reference
Delta Twp., MI	Canton, MI 48188 773-490-4815	Royal Oak, MI 48073 248-783-1105		Ending $1,424,072.93	Royal Oak, MI 48073 248-783-1105
Bristol Rd & Atlas Rd Bridges Genesee County, MI	Michigan Dept. of Transportation State Transportation Building 425 West Ottawa Street PO Box 30050 Lansing, MI 48909	Genesee County Road Commission 211 West Oakley Street Flint, MI 48503 810-767-4920	November 2016	Original $1,226,547.54 Ending $1,274,890.00	Alex Patsy Genesee County Road Commission 211 West Oakley Street Flint, MI 48503 810-767-4920
Moon Lake Road Bridge MDOT Contract ID 38000-133156 Jackson County, MI	Michigan Dept. of Transportation State Transportation Building 425 West Ottawa Street PO Box 30050 Lansing, MI 48909	Casey Collings Great Lakes Engineering Group, LLC 521 Seymour Ave. Lansing, MI 48933 517-363-4400	August 2020	Original $1,217,926.42 Ending $1,221,982.69	Bret Taylor Jackson Co. Dept. of Transportation 2400 North Elm Ave. Jackson, MI 49201 517-788-4230
Manufactured Gas Plant Sites St. Johns, MI	Consumers Energy 1945 West Parnall Road Jackson, MI 49201 517-788-2160		September 2019	Original $1,154,782.00 Ending $1,113,823.12	Brian Trent Consumers Energy 1945 West Parnall Road Jackson, MI 49201 517-788-2160
Selkirk Lake Drain Wayland Twp., MI	Denise Medemar Allegan County Drain Commission 113 Chestnut Street Allegan, MI 49010 269-673-0440	ENG. Engineering & Surveying 4063 Grand Oak Drive, Ste. A109 Lansing, MI 48911 517-887-1100	May 2019	Original $1,141,880.35 Ending $1,195,938.12	Brian Cenci, PE ENG. Engineering & Surveying 4063 Grand Oak Drive, Ste. A109 Lansing, MI 48911 517-887-1100
Ferguson Plumbing Site Earthwork, underground utilities Lansing Twp., MI	Allen Atkinson Ferguson Enterprises, Inc. 12500 Jefferson Ave. Newport News, VA 23602-43114 757-874-7795	Brent LaVanwa Boss Engineering 3121 East Grand River Ave. Howell, MI 48843 800-246-6735	March 2018	Original $1,111,483.00 Ending $1,129,901.85	Matt Ratzow O'Neal Construction 525 West William Ann Arbor, MI 48103 734-769-0770
Kaiser Optical Scio Twp., MI	Kaiser Optical Systems 371 Parkland Plaza Ann Arbor, MI 48103 734-665-8083	Context Design 12 South Main Street, Ste. 200 Fortville, IN 46040 317-485-6900	May 2017	Original $1,106,537.00 Ending $1,385,126.14	Bill Poland Genesis Property Development 514 North Harrison Street Shelbyville, IN 46176 317-363-1292
Sunset Drive Road Extension	Wanda Darrow City of Potterville 319 North Nelson Street	Williams & Works 549 Ottawa Ave NW	May 2018	Original $1,092,653.85	Brandon Mieras Williams & Works 549 Ottawa Ave NW

Project Name	Owner	Engineer	Date Completed	Contract Amount	Reference
Potterville, MI	Potterville, MI 48876	Grand Rapids, MI 49503 616-224-1500		Ending $1,712,108.42	Grand Rapids, MI 49503 616-224-1500
Hunters Glen Wayland, MI	Sun Hunters Glen, LLC Len Shember 27777 Franklin Rd, Ste 200 Southfield, MI 248-996-3635	Atwell, LLC Brian Styck 1250 E Dehl Rd, Ste 30 Naperville, IL 630-577-0800	February 2024	Original $1,087,189.60 Ending $1,463,420.67	Atwell, LLC Ed Zebrowski 2 Town Square, Ste 700 Southfield, MI 866-850-4200
West Herbison Road MDOT Contract ID 19000-130450 DeWitt, MI	Michigan Dept. of Transportation State Transportation Building 425 West Ottawa Street PO Box 30050 Lansing, MI 48909	Clinton County Road Commission 3536 South US Hwy. 27 St. Johns, MI 48879 989-224-3274	November 2017	Original $1,084,541.31 Ending $1,112,435.18	Dan Armentrout Clinton County Road Commission 3536 South US Hwy. 27 St. Johns, MI 48879 989-224-3274
MacAllister Rentals Delta Twp., MI	Tarbert Properties, Inc. 6300 Southeastern Ave. Indianapolis, IN 46203	Nederveld 217 Grandville Ave., Ste. 302 Grand Rapids, MI 49503	November 2020	Original $1,067,719.85 Ending $1,727,642.68	Jay Hostetter Shiel Sexton Company, Inc. 902 North Capitol Ave. Indianapolis, IN 46201 317-423-6064
Whitehills Lakes South Meridian Twp., MI	Signature Land Development 1188 East Paris Ave. SE, Ste. 100 Grand Rapids, MI 616-988-1324	Greg Petru KEBS, Inc. 2116 Haslett Road Haslett, MI 48840 517-339-1014	July 2018	Original $1,065,395.05 Ending $1,084,037.50	Mike McGraw Eastbrook Homes 1188 East Paris Ave. SE, Ste. 100 Grand Rapids, MI 49546 616-988-1324
Pepper Ridge Delta Twp., MI	Norm Van Donselaar Redwood Living 7007 East Pleasant Valley Road Independence, OH 44131 216-254-8425	Paul Furtaw Bergmann Associates 7050 West Saginaw Hwy. Lansing, MI 48917 517-272-9835	July 2017	Original $1,031,208.85 Ending $1,148,168.15	Wayne Schlabach X.L. Builders PO Box 267 Mt. Eaton, OH 44659 330-465-5255
Ingham ISD 611 Hagadorn Rd Mason, MI	Ingham ISD Jason Mellema 2630 W Howell Rd Mason, MI 517-676-1051	C2AE Tom McKercher 211 E Water St, Ste 213L Kalamazoo, MI 49007 269-567-0060	August 2023	Original $1,025,618.92 Ending $1,490,239.92	Owen Ames Kimball Courtney James 161 E Michigan Ave, Ste 102 Kalamazoo, MI 49007 269-377-0623
SAI Demo Chelsea, MI	State of Michigan, DTMB Todd Cordill 3111 W St Joseph St Lansing, MI 48917	TriMedia Environmental Alexi Koltowicz 830 W Washington St Marquette, MI 49855	June 2023	Original $1,008,322.00 Ending	

Project Name	Owner	Engineer	Date Completed	Contract Amount	Reference
	517-897-7017	906-228-5125		$1,008,322.00	
Lyons Dam Contract 1 and 2 Lyons, MI	Ionia Conserviation District 431 Swartz Ct. #300 Ionia, MI 48846 616-527-2620	Sandy Verry Ellen River Partners 21689 Birch Street Grand Rapids, MN 55744 218-301-9504	October 2016	Original $953,605.00 Ending $1,182,204.40	Melissa Eldridge Ionia Conservation District 431 Swartz Ct. #300 Ionia, MI 48846 616-527-2620
Creekside Athletic Fields Dexter, MI	Dexter Community Schools 7714 Ann Arbor Street Dexter, MI 48130	Carey Baker Beckett & Raeder 535 West William Street, Ste. 101 Ann Arbor, MI 48103 734-663-2622	December 2019	Original $949,124.00 Ending $1,039,367.65	Mike Nowosad Granger Construction Company 6267 Aurelius Road Lansing, MI 48911 517-393-1670
Woodland Corrections Housing Units Demo Whitmore Lake, MI	State of Michigan Dept of Tech, Management & Budget PO Box 30026 Lansing, MI 48909	Christopher Kostner Materials Testing Consultants 693 Plymouth Ave. NE Grand Rapids, MI 49505 616-456-5469	May 2018	Original $936,116.00 Ending $1,070,697.00	Kim Smith E.T. MacKenzie Company, LLC 4248 West Saginaw Hwy Grand Ledge, MI 48837 517-627-8408
Westchester Farm, Phase 1 Sylvan Twp., MI	NDC of Sylvan, LTD 8178 Jackson Road Ann Arbor, MI 48103 734-408-0777	Bob Wanty Washtenaw Engineering 3250 West Liberty Road Ann Arbor, MI 48106 734-761-8800	June 2018	Original $930,338.25 Ending $941,220.58	Sean Lefere Norfolk Development Corp. 8178 Jackson Road Ann Arbor, MI 48103 734-408-0777
Broadway Street Bridge over St. Joe River MDOT Contract ID 12016-122983 Union City, Branch County, MI	Michigan Dept. of Transportation State Transportation Building 425 West Ottawa Street PO Box 30050 Lansing, MI 48909	Jason Early FTCH 39500 Mackenzie Drive Novi, MI 48377 248-342-2120	October 2017	Original $922,458.38 Ending $913,687.36	Chris Mathis City of Union City 208 North Broadway Street Union City, MI 49094 517-741-8591
Central Middle School Demolition Midland, MI	Michael Moeggenberg Midland Public Schools 600 East Carpenter Street Midland, MI 48640 989-615-0579	Barton Malow 26500 American Drive Southfield, MI 48034 248-436-5000	May 2016	Original $899,486.00 Ending $903,770.74	Daryl Dombrow Barton Malow 26500 American Drive Southfield, MI 48034 248-436-5000
Clay Road MDOT Branch County, MI	MDOT LAP/Branch County Road Commission Bob LaFrance Van Wagner Building lafrancer@michigan.gov	Great Lakes Engineering Group Mark Lessons 616-558-5499	October 2023	Original $886,546.89 Ending $932,417.49	MDOT LAP/Branch County Road Commission Bob LaFrance Van Wagner Building lafrancer@michigan.gov

Project Name	Owner	Engineer	Date Completed	Contract Amount	Reference
GLHS Fine Arts Addition Grand Ledge High School, MI	Grand Ledge Public Schools Dr Brian Metcalf 220 Lamson St Grand Ledge, MI	GMNB Architects 85 East Eighth St, Ste 200 Holland, MI 49428	June 2023	Original $881,224.00 Ending $997,750.00	Clark Construction Co. Jim Kaiser 3535 Moores River Drive Lansing, MI
Eyde Clark Road Mass Grading DeWitt Twp., MI	Louis J. Eyde Family LLC 2947 Eyde Parkway, Ste. 200 East Lansing, MI 48823 517-351-2480		December 2020	Original $873,640.00 Ending $876,860.00	Sam Eyde Louis J. Eyde Family LLC 2947 Eyde Parkway, Ste. 200 East Lansing, MI 48823 517-351-2480
Pepper Ridge Phase 2 Delta Twp., MI	Norm Van Donselaar Redwood Living 7007 East Pleasant Valley Road Independence, OH 44131 216-254-8425	Paul Fertaw Bergmann Associates 7050 West Saginaw St., Ste. 200 Lansing, MI 48917 517-272-9835	September 2018	Original $865,726.65 Ending $841,652.58	Steve Schlabach X.L. Builders PO Box 267 Mt. Eaton, OH 44659 330-465-5255
2020 Utility Improvements Ann Arbor, MI	City of Ann Arbor 301 East Huron Ann Arbor, MI 48104 734-794-6410	City of Ann Arbor 301 East Huron Ann Arbor, MI 48104 734-794-6410	October 2020	Original $861,457.60 Ending $825,301.52	Brian Slizewski City of Ann Arbor 301 East Huron Ann Arbor, MI 48104 734-794-6410
Sunset Ridge Manufactured Housing Comm. Earthwork and underground utilities Portland Twp., MI	Sun Communities Funding II, LLC 27777 Franklin Road, Ste. 200 Southfield, MI 48034	Matt Diffin Diffin-Umlor & Associates 53115 Grand River Ave. New Hudson, MI 48165 248-437-7803	October 2016	Original $842,141.70 Ending $885,647.73	Erik Fix Schostak Brothers & Company, Inc. 17800 Laurel Park Drive N., Ste. 200C Livonia, MI 48152 248-262-1000
Big Ditch Drain St. Johns, MI	City of St. Johns 100 East State Street, Ste. 1100 St. Johns, MI 48879	Spicer Group 1400 Zeeb Drive St. Johns, MI 48879 989-224-2355	July 2019	Original $815,695.25 Ending $772,045.23	Robert Briggs Spicer Group 1400 Zeeb Drive St. Johns, MI 48879 989-224-2355
Old River Trail MDOT Contract ID 23000-201173 Eaton County, MI	Michigan Dept. of Transportation State Transportation Building 425 West Ottawa Street PO Box 30050 Lansing, MI 48909		January 2020	Original $808,428.43 Ending $809,902.97	Ryan Arend Moore & Bruggink 2020 Monroe Ave. NW Grand Rapids, MI 49505 616-363-9801

Project Name	Owner	Engineer	Date Completed	Contract Amount	Reference
Windham Hills MHC, Phase 5 Earthwork and underground utilities Jackson, MI	Sun Secured Financing, LLC 27777 Franklin Road, Ste. 200 Southfield, MI 48034	Jack Ripstra Ripstra & Scheppelmann, Inc. 2535 Spring Arbor Road Jackson, MI 49203 517-789-9898	December 2016	Original $791,204.25 Ending $783,779.38	Erik Fix Schostak Brothers & Company, Inc. 17800 Laurel Park Drive N., Ste. 200C Livonia, MI 48152 248-262-1000
Delhi Collection System Improvements Delhi Twp., MI	Delhi Charter Township 2074 Aurelius Road Holt, MI 48842 517-694-2135	Hubbell, Roth & Clark 555 Hulet Drive, PO Box 824 Bloomfield Hills, MI 48303-0824 248-454-6300	August 2019	Original $783,503.25 Ending $894,165.27	Prasad Gullapalli Hubbell, Roth & Clark 555 Hulet Drive, PO Box 824 Bloomfield Hills, MI 48303-0824 248-454-6300
Belsay Road Bridge MDOT Contract ID 25000-206079 Fowlerville, MI	Michigan Dept. of Transportation State Transportation Building 425 West Ottawa Street PO Box 30050 Lansing, MI 48909	Keith Brown MDOT - Davison TSC 9495 East Potter Road Davison, MI 48423 810-653-7470	October 2021	Original $780,796.91 Ending $799,853.23	Gerrad Godley Genesee County Road Commission 211 West Oakley Street Flint, MI 48503 810-767-4920
groSolar Delta Solar Power 2 Nixon Delta Twp., MI	EDF Renewables Distributed Solutions, Inc. 5 Commerce Ave. West Lebanon, NH 03784 802-359-6539	Paul Fertaw Bergmann Associates 7050 West Saginaw St., Ste. 200 Lansing, MI 48917 517-272-9835	August 2018	Original $780,166.00 Ending $1,227,137.11	Tom Lyman EDF Renewables Distributed Solutions, Inc. 5 Commerce Ave. West Lebanon, NH 03784 802-359-6539
Eastern Field Lansing, MI	Todd Coe Lansing School District 519 West Kalamazoo Lansing, MI 48933 517-755-3030	Rusti Owens C2AE 106 West Allegan Lansing, MI 48933	November 2019	Original $778,090.00 Ending $830,194.00	Rob Crowe The Christman Company 208 North Capitol Lansing, MI 48933 517-482-1488
Lake Pleasant Road Bridge Hillsdale County, MI	Hillsdale County Road Commission 1915 Hudson Road Hillsdale, MI 49242 517-437-4450		June 2020	Original $772,055.58 Ending $748,998.27	John Sanders Hillsdale County Road Commission 1915 Hudson Road Hillsdale, MI 49242 517-437-4450
Vista at College Fields Earthwork and underground utilities Meridian Twp., MI	Gary Jones Jones Property Development, LLC c/o Altman Greenfield & Selvaggi, LLP 10960 Wilshire Blvd., Ste. 1900 Los Angeles, CA 90024-3805	Kebs, Inc. 2116 Haslett Road Haslett, MI 48840 517-339-1014	June 2016	Original $760,000.00 Ending $791,770.00	Jim Rundquist Jones Property Development, LLC 3800 Hagadorn Road Okemos, MI 48864 517-333-8900
	Joseph Sawyer				Cory Davis, PE

Project Name	Owner	Engineer	Date Completed	Contract Amount	Reference
West John Street Development Corunna, MI	City of Corunna 402 North Shiawassee Street Corunna, MI 48817 989-743-3650	C2AE 106 West Allegan Street, Ste. 500 Lansing, MI 48933 517-371-1200	November 2018	Original $744,960.70 Ending $742,762.34	C2AE 106 West Allegan Street, Ste. 500 Lansing, MI 48933 517-371-1200
Former Ramada Hotel Building demolition Mt. Morris, MI	Cheryl McHallam Genesee Co Land Bank Authority 452 Saginaw Street, 2nd Floor Flint, MI 48502 810-257-3088	Ryan Londrigan AKT Peerless 214 Janes Ave. Saginaw, MI 48607 989-754-9896	March 2016	Original $744,333.56 Ending $752,755.00	Kim Smith E.T. MacKenzie Company, LLC 4248 West Saginaw Hwy Grand Ledge, MI 48837 517-627-8408
Bent Oak Hwy Bridge Lenawee County, MI	Michigan Dept. of Transportation State Transportation Building 425 West Ottawa Street PO Box 30050 Lansing, MI 48909	Lenawee County Road Commission 2461 Treat Hwy. Adrian, MI 49221 517-265-6971	December 2016	Original $739,691.38 Ending $768,974.13	Scott Merillat Lenawee County Road Commission 2461 Treat Hwy. Adrian, MI 49221 517-265-6971
M-91 over Flat River Montcalm County, MI	Michigan Department of Transportation Jason DeRuyver 6333 Old Lansing Road Lansing, MI 48917 517-242-2988	MDOT Kevin McReynolds 231-775-3468	April 2023	Original $739,275.89 Ending $693,443.32	Michigan Department of Transportation Jason DeRuyver 6333 Old Lansing Road Lansing, MI 48917 517-242-2988
Grandhaven Manor II Lansing, MI	Grandhaven Manor II, LLC 950 Taylor Ave. Grand Haven, MI 49417 616-842-2425	Greg Petru Kebs, Inc. 2116 Haslett Road Haslett, MI 48840 517-339-1014	April 2018	Original $727,700.00 Ending $928,618.05	Dennis Reenders Reenders, Inc. 950 Taylor Ave. Grand Haven, MI 49417 616-842-2425
Leisure Village MHC Expansion Belmont, MI	Len Shember Leisure Village Moble Home Park 27777 Franklin Road, Ste. 200 Southfield, MI 48034 248-208-2500	Eric Lord Atwell Group LLC Two Towne Square, Ste. 700 Southfield, MI 48076 248-477-2000	June 2018	Original $686,723.00 Ending $725,497.15	Ron Hill Atwell Group LLC Two Towne Square, Ste. 700 Southfield, MI 48076 248-477-2000
Gannon Bldg Parking Garage Demolition Lansing, MI	Lansing Community College 409 North Washington Square Lansing, MI 48933 517-483-1957	Rich & Associates 26877 Northwestern Hwy., Ste. 208 Southfield, MI 48033	May 2021	Original $684,560.00 Ending $707,622.00	Dan Hocker The Christman Company 208 North Capitol Ave. Lansing, MI 48933 517-482-1488

Project Name	Owner	Engineer	Date Completed	Contract Amount	Reference
West Grand River Demos East Lansing, MI	100 Grand River LLC 540 West Madison Ave., Ste. 2500 Chicago, IL 60661 312-542-3123		December 2017	Original $652,557.00 Ending $729,474.00	100 Grand River LLC 540 West Madison Ave., Ste. 2500 Chicago, IL 60661 312-542-3123
Calmic PH 2 Leoni Township, MI	Calmic PH 2, LLC Louis Johnson 2793 Plymoth Rd Ann Arbor, MI 734-476-4445	AE Design Solutions, LLC Chris Crisenbery 250 Robinson Rd Jackson, MI		Original $648,357.47 Ending	Calmic PH 2, LLC Louis Johnson 2793 Plymoth Rd Ann Arbor, MI 734-476-4445
West Gallup Park Path Resurfacing Ann Arbor, MI	City of Ann Arbor 301 East Huron Ann Arbor, MI 48104 734-794-6410		December 2021	Original $646,595.50 Ending $674,892.04	Adam Fercho City of Ann Arbor 301 East Huron Ann Arbor, MI 48104 734-794-6410
Fowlerville CS Athletics and Parking Renovations Fowlerville, MI	Wayne Roedel Fowlerville Community Schools 7677 West Sharpe Road, Ste. A Fowlerville, MI 48836	Dave Mielock Mielock Associates, Inc. 114 Rayson Street, Ste. 2C Northville, MI 48167 248-349-2708	April 2020	Original $644,385.00 Ending $677,152.00	Richard Gorski George W. Auch Company 65 University Drive Pontiac, MI 48342 248-322-5516
Wind Trace Delta Twp., MI	Nixon Road Holdings, LLC 4248 West Saginaw Hwy. Grand Ledge, MI 48837 517-627-8408	KEBS, Inc. 2116 Haslett Road Haslett, MI 48840 517-339-1014	December 2017	Original $640,000.00 Ending $666,734.00	Ron Clark Nixon Road Holdings, LLC 4248 West Saginaw Hwy. Grand Ledge, MI 48837 517-627-8408
Peckham Riverside Call Center Earthwork, underground utilities Lansing, MI	Nate Vanderlaan Peckham Industries 2571 North MLK Jr. Blvd. Lansing, MI 48906	Paul Furtaw Bergman Associates 7050 West Saginaw Hwy Lansing, MI 48917 517-272-9835	November 2016	Original $630,670.00 Ending $824,163.00	Justin Bialik Pioneer Construction 550 Kirtland Street SW Grand Rapids, MI 616-247-6966
Red Cedar Flats, Phase 1 Earthwork Meridian Twp., MI	Red Cedar Flats, LLC 2380 Science Parkway #101 Okemos, MI 48864 517-347-1980	Jeff Kyes Kebs, Inc. 2116 Haslett Road Haslett, MI 48840 517-339-1014	May 2017	Original $607,400.00 Ending $805,144.00	Bernie Aulgur Oakwood Construction 2380 Science Parkway #101 Okemos, MI 48864 517-347-1980
Yankee Air Museum	Kevin Walsh Yankee Air Museum	Jim Rozema GMB Architecture & Engineering		Original	Keith Norush Quadrants Development, LLC

Project Name	Owner	Engineer	Date Completed	Contract Amount	Reference
New Hangar Facility Van Buren Twp., MI	47884 D Street Belleville, MI 48111 734-483-4030	85 East Eighth Street, Ste. 200 Holland, MI 49423 616-796-0200	June 2021	$596,553.00 Ending $1,150,627.73	49410 Wixom Tech Drive Wixom, MI 48393 248-960-3900
1400 Alpine Ave. Site Grand Rapids, MI	State of Michigan Dept of Tech, Management & Budget PO Box 30026 Lansing, MI 48909	Eric Walters Fleis & VandenBrink 2960 Lucerne Drive SE, Ste. 100 Grand Rapids, MI 49546 616-977-1000	July 2018	Original $592,323.00 Ending $367,900.90	Kim Smith E.T. MacKenzie Company, LLC 4248 West Saginaw Hwy Grand Ledge, MI 48837 517-627-8408
MSUFCU Holt Branch Holt, MI	Eric Bowdell MSU Federal Credit Union 3777 West Road East Lansing, MI 48823	Neuwmann Smith 400 Galleria officentre, Ste. 555 Southfield, MI 48034 248-352-8310	September 2020	Original $573,600.00 Ending $722,459.74	Andrea Andres Granger Construction Company 8267 Aurelius Road Lansing, MI 48911 517-393-1670
Walnut Park Apartments	Tony Knoble Walnut Park LLC 333 North Pennsylvania St., Ste. 100 Indianapolis, IN 46204 317-264-1833	Andrew Walters Metro Consulting Associates LLC 45345 Five Mile Road Plymouth, MI 48170 734-483-1427	August 2018	Original $566,625.00 Ending $665,277.94	Randy Swinford TWG Development 333 North Pennsylvania St., Ste. 100 Indianapolis, IN 46204 317-264-1833
Lansing Botanical Company and Process Facility Lansing, MI	Go Greener, LLC 4520 Nroth Grand River Ave. Lansing, MI 48906 517-749-3511	Eric Iverson LSG 3135 Pine Tree Road, Ste. D Lansing, MI 48911 517-393-2902	September 2020	Original $554,288.91 Ending $839,085.76	Rich Lienhart Go Greener, LLC 4520 Nroth Grand River Ave. Lansing, MI 48906 517-749-3511
Former Salzburg Cleaners Bay City, MI	State of Michigan Dept of Tech, Management & Budget PO Box 30026 Lansing, MI 48909	Joe Noykos Soil & Materials Engineers, Inc. 1501 West Thomas Street Bay City, MI 48706 989-684-6050	November 2019	Original $534,565.00 Ending $388,449.14	Kim Smith E.T. MacKenzie Company, LLC 4248 West Saginaw Hwy Grand Ledge, MI 48837 517-627-8408
Zoller Building Ann Arbor, MI	Zoller Properties, LLC 3753 Plaza Drive Ann Arbor, MI 48108	Mannik Smith Group 2365 Haggerty Road South Canton, MI 48188	June 2018	Original $532,746.00 Ending $802,522.63	Matt Ratzow O'Neal Construction 525 West William Ann Arbor, MI 48103 734-769-0770
groSolar Delta Solar Power 1	EDF Renewables Distributed Solutions, Inc. 5 Commerce Ave	Paul Fertaw Bergmann Associates 7050 West Saginaw St., Ste. 200	May 2018	Original $528,914.00	Tom Lyman EDF Renewables Distributed Solutions, Inc. 5 Commerce Ave.

Project Name	Owner	Engineer	Date Completed	Contract Amount	Reference
Delta Twp., MI	West Lebanon, NH 03784 802-359-6539	Lansing, MI 48917 517-272-9835		Ending $575,686.86	West Lebanon, NH 03784 802-359-6539
Ashford Manor #3 and Point West #3 Earthwork and underground utilities Delta Twp., MI	Eastbrook Homes 1188 East Paris Ave. SE, Ste. 100 Grand Rapids, MI 49546 616-988-1324	Jeff Kyes Kebs, Inc. 2116 Haslett Road Haslett, MI 48840 517-339-1014	May 2016	Original $522,855.30 Ending $877,710.32	Mike McGraw Eastbrook Homes 1188 East Paris Ave. SE, Ste. 100 Grand Rapids, MI 49546 616-988-1324
Holiday Inn Okemos Meridian Twp., MI		Jeff Kyyes KEBS, Inc. 2116 Haslett Road Haslett, MI 48840 517-339-8047	October 2017	Original $519,430.00 Ending $551,967.88	David Tremonti Oliver/Hatcher Construction 27333 Meadowbrook Road, Ste. 100 Novi, MI 48377 248-374-1100
Air Lift Addition Site work Delta Township, MI	Rob Lisk Air Lift Company 2727 Snow Road Lansing, MI 48917 517-999-2146	Kevin Eidson WLP Associates 3001 Fuller NE, Ste. 1 Grand Rapids, MI 49505 616-454-1746	June 2019	Original $518,593.00 Ending $533,918.25	Kim Beyers Constructors, Inc. 1965 Waldorf NW Grand Rapids, MI 49544 616-791-7000
Livingston No. 29 Drain Iosco Twp., MI	Ken Recker Livingston Co. Drain Commissioner 2300 East Grand River, Ste. 105 Howell, MI 48843	ENG. Engineering & Surveying 4063 Grand Oak Drive, Ste. A109 Lansing, MI 48911 517-887-1100	July 2019	Original $514,158.25 Ending $544,868.81	Brian Cenci, PE ENG. Engineering & Surveying 4063 Grand Oak Drive, Ste. A109 Lansing, MI 48911 517-887-1100
LaFontaine Ford Lansing Lansing, MI	LAG Development Gary Laundroche 9990 E Highland Road Howell, MI 48843 248-704-3146	NF Engineers 46777 Woodward Ave Pontiac, MI 48342 248-332-7931	November 2023	Original $511,839.58 Ending $546,780.72	LAG Development Gary Laundroche 9990 E Highland Road Howell, MI 48843 248-704-3146
Taco Bell Milan Milan, MI	Sundance, Inc. Tim Krause 7915 Kensington Ct Brighton, MI 48116 248-446-0100	Excel Engineering Jason Daye 100 Camelot Dr Fond Du Lac, WI 54935 920-926-9800	April 2023	Original $509,948.95 Ending $610,069.58	Keating Contracting Mark Keating 22765 Heslip Drive Novi, MI 48375 248-730-9339
Powell Road Improvements Meridian Twp., MI	Powell Road Holdings LLC 1650 Kendale Blvd., Ste. 200 East Lansing, MI 48823	John Barber TetraTech 1005 River Street, Ste. 1 Port Huron, MI 48060	May 2021	Original $499,787.37 Ending	David Straub Powell Road Holdings LLC 1650 Kendale Blvd., Ste. 200 East Lansing, MI 48823

Project Name	Owner	Engineer	Date Completed	Contract Amount	Reference
	517-371-5000	810-956-9324		$499,787.37	517-371-5000
Village Place Phase IV Grand Ledge, MI	Nixon Road Holdings, LLC 4248 West Saginaw Hwy. Grand Ledge, MI 48837 517-627-8408	Jeff Kyes KEBS, Inc. 2116 Haslett Road Haslett, MI 48840 517-339-1014	April 2017	Original $492,733.82 Ending $336,412.87	Ron Clark Nixon Road Holdings, LLC 4248 West Saginaw Hwy. Grand Ledge, MI 48837 517-627-8408
Glenmoor Village MHC Phase II Expansion Leroy Twp., MI	Glenmoor Village MHC LLC 3971 Capital Ave SW Battle Creek, MI 49015 248-379-2941	Zach Voogt Moore & Bruggink, Inc. 2020 Monroe Ave. Grand Rapids, MI 49505 616-363-9801	June 2021	Original $491,127.53 Ending $629,321.08	Brian Fannon Glenmoor Village MHC LLC 3971 Capital Ave SW Battle Creek, MI 49015 248-379-2941
Delta Mills Canoe Launch Delta Twp., MI	Delta Charter Township 7710 West Saginaw Hwy. Lansing, MI 48917 517-323-8500	Woody Isaacs Viridis Design Group 313 North Burdick Street Kalamazoo, MI 49007 269-585-2051	October 2019	Original $485,000.00 Ending $535,652.68	Ernie West Delta Charter Township 7710 West Saginaw Hwy. Lansing, MI 48917 517-323-8500
Howell Medical Howell, MI	SDS Properties 2265 East Grand River Ave. Howell, MI 48843 517-372-3440	Greg Petru Kebs, Inc. 2116 Haslett Road Haslett, MI 48840 517-339-1014	November 2017	Original $477,921.85 Ending $481,276.85	Joe Biersbach Biersbach Construction LLC 1905 Danbury East Okemos, MI 517-281-1168
Michigan Pure Med Lansing, MI	Joe Jarvis MPM-R Lansing LLC 1001 Woodward Ave., Ste. 500 Unit 6A121 Detroit, MI 48226 248-804-8400	Tim Storey Storey Engineering 48264 Manchester Macomb, MI 48044 586-216-1043	October 2021	Original $477,046.85 Ending $534,041.95	David Schatzberb Venator Contracting 44930 Vic Wertz Drive Clinton Twp., MI 48036 586-229-2428
City of Flint - Admin Building Flint, MI	State of Michigan Dept of Tech, Management & Budget PO Box 30026 Lansing, MI 48909	Paul Meyer Environmental Consulting & Tech, Inc. 3125 Sovereign Drive, #9c Lansing, MI 48911 517-272-9200	October 2019	Original $474,185.00 Ending $274,590.31	Kim Smith E.T. MacKenzie Company, LLC 4248 West Saginaw Hwy Grand Ledge, MI 48837 517-627-8408
Guardian Tree Experts Scio Twp., MI	Jack Richardson Guardian Treet Experts 522 Second Street Ann Arbor, MI 48103 734-786-1688	Travis Munn Hurley & Stewart, LLC 2800 South 11th Street Kalamazoo, MI 48009 269-552-4960	December 2021	Original $473,533.00 Ending $563,740.00	Matt Ratzow O'Neal Construction 525 West Williams Street Ann Arbor, MI 48103 734-769-0770

Project Name	Owner	Engineer	Date Completed	Contract Amount	Reference
Goshen Inn Demo Goshen, IN	City of Goshen 204 East Jefferson Street, Ste. 2 Goshen, IN 46528 574-537-3816		January 2017	Original $457,480.00 Ending $457,480.00	Keitha Windsor City of Goshen 204 East Jefferson Street, Ste. 2 Goshen, IN 46528 574-537-3816
College Road Sanitary Sewer Holt & College Road	George F Eyde Family, LLC 300 S Washington Sq, Ste 400 Lansing, MI 48933 517-351-2480	KEBS, INC 2116 Haslett Rd Haslett, MI 48840 517-339-1014	June 2022	Original $451,004.45 Ending $518,549.03	George F Eyde Family, LLC Howard Olsen 300 S Washington Sq, Ste 400 Lansing, MI 48933 517-351-2480
Grand Ledge Library Parking Lot Grand Ledge, MI	City of Grand Ledge 310 Greenwood Street Grand Ledge, MI 48837	Rusti Owens C2AE 106 West Allegan, Ste. 500 Lansing, MI 48933	March 2018	Original $448,415.00 Ending $716,075.54	Adam Smith City of Grand Ledge 310 Greenwood Street Grand Ledge, MI 48837 517-627-2149
Oliver Towers **Earthwork and Site Concrete** Lansing, MI	George F. Eyde Family LLC 300 South Washington Square, Ste. 400 Lansing, MI 48933 517-351-2480	Jeff Kyes Kebs, Inc. 2116 Haslett Road Haslett, MI 48840 517-339-1014	December 2019	Original $443,980.53 Ending $608,936.69	Dan Wittum Wieland 4162 English Oak Drive Lansing, MI 48911 517-372-8650
Caro Center Building demolition Caro, MI	State of Michigan Dept of Tech, Management & Budget PO Box 30026 Lansing, MI 48909	Chris Kestner Materials Testing Consultants 693 Plymouth Ave. NE Grand Rapids, MI 49505 616-456-5469	January 2019	Original $432,557.00 Ending $366,945.76	Kim Smith E.T. MacKenzie Company, LLC 4248 West Saginaw Hwy Grand Ledge, MI 48837 517-627-8408
Sears Facility #1140 Site Kentwood, MI	State of Michigan Dept of Tech, Management & Budget PO Box 30026 Lansing, MI 48909	Jean Talanda ATC Group Services LLC 4519 Broadmoor SE Grand Rapids, MI 49512 616-698-3131	March 2018	Original $428,990.00 Ending $351,035.84	Kim Smith E.T. MacKenzie Company, LLC 4248 West Saginaw Hwy Grand Ledge, MI 48837 517-627-8408
MBS Terminal Bldg Demo Freeland, MI	MBS Airport Commission 8500 Garfield Road Freeland, MI	RS&H 827 Willow Run Airport, Second Floor Ypsilanti, MI 48198 810-496-6742	May 2018	Original $416,412.00 Ending $450,286.00	Pat Frame RS&H 827 Willow Run Airport, Second Floor Ypsilanti, MI 48198 810-496-6742

Project Name	Owner	Engineer	Date Completed	Contract Amount	Reference
Environmental Cleanup at Former Gun Range Northville, MI	Charter Township of Northville 44405 Six Mile Road Northville, MI 48168 248-662-0498	Charter Township of Northville 44405 Six Mile Road Northville, MI 48168 248-662-0498	April 2021	Original $415,910.00 Ending $324,502.49	Bob Belair, PE Charter Township of Northville 44405 Six Mile Road Northville, MI 48168 248-662-0498
West Willow Canoe Launch Delta Twp., MI	Delta Charter Township 7710 West Saginaw Hwy. Lansing, MI 48917 517-323-8500	Woody Isaacs Viridis Design Group 313 North Burdick Street Kalamazoo, MI 49007 269-585-2051	June 2019	Original $415,700.00 Ending $432,766.07	Ernie West Delta Charter Township 7710 West Saginaw Hwy. Lansing, MI 48917 517-323-8500
LESA Building Additions Earthwork, underground utilities Howell, MI	Livingston Educational Service Agency 1425 West Grand River Ave. Howell, MI 48843 517-546-5550	Thom Dumond Boss Engineering 3121 East Grand River Ave. Howell, MI 48842 800-246-6735	December 2016	Original $411,431.00 Ending $404,534.71	Matt McSweeney O'Neal Construction 525 West William Ann Arbor, MI 48103 734-769-0770
Reid Road Bridge over Swartz Creek Mundy Twp., MI	Genesee County Road Commission 211 West Oakley Street Flint, MI 48503 810-767-4920		June 2021	Original $410,743.40 Ending $455,761.57	Todd Bigler Genesee County Road Commission 211 West Oakley Street Flint, MI 48503 810-767-4920
Grandeur Oaks Lane Ann Arbor, MI	John Petz DF Land Development 24 Frank Lloyd Wright Dr., Ste. K3000 Ann Arbor, MI 48106 734-930-4533	Midwestern Consulting, LLC 3815 Plaza Drive Ann Arbor, MI 48108 734-995-0200	August 2016	Original $405,312.40 Ending $461,693.30	Tom Covert Midwestern Consulting, LLC 3815 Plaza Drive Ann Arbor, MI 48108 734-995-0200
Redwood Texas Twp, Ph 2 Kalamazoo, MI	Redwood Kalamazoo W Q Ave MI P2 LLC Kris Conwill 2510 East Pleasant Valley Road Independence, OH 44131 440-598-8246	Bergmann Ian Graham 7050 W Saginaw Hwy Lansing, MI 48917 517-827-8681	July 2022	Original $403,997.00 Ending $386,502.55	Redwood Kalamazoo W Q Ave MI P2 LLC Kris Conwill 2510 East Pleasant Valley Road Independence, OH 44131 440-598-8246
groSolar Delta Solar Power 2 Mt Hope Delta Twp., MI	EDF Renewables Distributed Solutions, Inc. 5 Commerce Ave. West Lebanon, NH 03784 802-359-6539	Paul Fertaw Bergmann Associates 7050 West Saginaw St., Ste. 200 Lansing, MI 48917 517-272-9835	August 2018	Original $392,642.00 Ending $546,145.12	Tom Lyman EDF Renewables Distributed Solutions, Inc. 5 Commerce Ave. West Lebanon, NH 03784 802-359-6539
		Brent LaVanway			Erik Fix

Project Name	Owner	Engineer	Date Completed	Contract Amount	Reference
Manufactured Housing Comm. Earthwork and underground utilities Webberville, MI	Sun Pool 12, LLC 27777 Franklin Road, Ste. 200 Southfield, MI 48034	Boss Engineering 3121 East Grand River Ave. Howell, MI 48843 8080-246-6735	October 2016	Original $390,745.65 Ending $408,919.15	Schostak Brothers & Company, Inc. 17800 Laurel Park Drive N., Ste. 200C Livonia, MI 48152 248-262-1000
Michigan Pure Med Lansing, MI	Great Lakes Farms Properties LP PO Box 794 Birmingham, MI 48012	Designteam Plus, LLC 975 East Maple Road, Ste. 210 Birmingham, MI 48009	October 2020	Original $385,022.43 Ending $268,841.14	David Schatzberg Venator Contracting Group, LLC 44930 Vic Wertz Drive Clinton Twp., MI 48036
Cornwell Farms Ann Arbor Twp., MI	Alex deParry Ann Arbor Builders, Inc. 202 East Madison Street Ann Arbor, MI 48014 734-761-8990	Midwestern Consulting 3815 Paza Drive Ann Arbor, MI 48108 734-995-0200	June 2018	Original $382,615.00 Ending $694,061.23	Heath Hartt Midwestern Consulting 3815 Paza Drive Ann Arbor, MI 48108 734-995-0200
Howell - MC Legacy Howell, MI	Trilogy Health Services 303 N Hurstbourne Pkwy, Ste. 200 Louisville, KY 40222	Mannik Smith Group 23225 Mercantile Road Beachwood, OH 44122 216-378-1490	May 2020	Original $378,691.00 Ending $692,945.99	Dan Spenthoff DMK Development Group, LLC 9300 Shelbyville Road, Ste. 800 Louisville, KY 40222 502-822-0336
Friedland Industries Warehouse Expansion Lansing, MI	Friedland Industries 405 East Maple Street Lansing, MI 48906 517-482-3000	DC Engineering 1210 North Cedar Street, Ste.B Lansing, MI 48906 517-853-7866	November 2020	Original $370,950.60 Ending $382,830.76	Brian Stiebe Laux Construction 1018 Hogsbeck Road Mason, MI 48854 517-694-0117
Former Days Inn Demo Delta Twp., MI	Saginaw Road Investments, LLC 30500 Northwestern Hwy., Ste 525 Farmington Hills, MI 48334		June 2016	Original $365,500.00 Ending $389,037.40	Eric Helzer Advance Redevelopment Solutions PO Box 204 Eagle, MI 48822 517-648-2434
Stoneco Overburden Removal Freedom Twp., MI	Michigan Materials & Aggregates Co. PO Box 600 Thornville, OH 43076 734-364-3235		March 2019	Original $364,220.50 Ending $464,720.50	Kristine Rorke Michigan Materials & Aggregates Co. PO Box 600 Thornville, OH 43076 734-364-3235

Thomas Guess

Project Name	Owner	Engineer	Date Completed	Contract Amount	Reference
City Gate Eagle Twp., MI	Consumers Energy Company One Energy Plaza Jackson, MI 49201-2357 517-788-1934		December 2019	Original $358,734.66 Ending $366,564.46	Consumers Energy Company One Energy Plaza Jackson, MI 49201-2357 517-788-1934
Belaire Hills Lift Station Delta Twp , MI	Charter Township of Delta 7710 West Saginaw Hwy. Lansing, MI 48917 517-323-8540		April 2016	Original $342,177.25 Ending $342,177.25	Gary Arnold Charter Township of Delta 7710 West Saginaw Hwy. Lansing, MI 48917 517-323-8540
Taco Bell MLK 3211 S Martin Luther King Jr Blvd Lansing, MI	Sundance, Inc. Tim Krause 7915 Kensington Ct Brighton, MI 48116 248-446-0100	Excel 100 Camelot Dr Fond Du Lac, WI 920-926-9800	May 2022	Original $329,418.03 Ending $349,864.18	Sundance, Inc. Tim Krause 7915 Kensington Ct Brighton, MI 48116 248-446-0100
Taco Bell Corunna Corunna, MI	Sundance, Inc. Tim Krause 7915 Kensington Ct Brighton, MI 48116 248-446-0100	Excel Engineering Jason Daye 100 Camelot Dr Fond Du Lac, WI 54935 920-926-9800	March 2023	Original $325,807.30 Ending $370,333.40	Keating Contracting Mark Keating 22765 Heslip Drive Novi, MI 48375 248-730-9339
Village of Okemos Block 1 & 2 Demolition Okemos, MI	Village of Okemos, LLC 2410 Woodlake Drive Okemos, MI 48864 517-648-2434		May 2021	Original $321,588.00 Ending $279,601.25	Eric Helzer Village of Okemos, LLC 2410 Woodlake Drive Okemos, MI 48864 517-648-2434
2900 Huron Parkway Ann Arbor, MI	Darren McKinnon First Martin Corp 115 Deport Street Ann Arbor, MI 48107 734-994-5050	Emily McKinnon Smith Group JJR 201 Depot Street, Second Floor Ann Arbor, MI 48104 734-662-4457	July 2019	Original $315,994.60 Ending $419,805.67	Tim Stout O'Neal Construction Co. 525 West William Ann Arbor, MI 48103 734-769-0770
Former Matthews Service Station Vernon, MI	State of Michigan Dept of Tech, Management & Budget PO Box 30026 Lansing, MI 48909	Scott Parks DLZ 1425 Keystone Ave. Lansing, MI 48911 517-908-4923	April 2021	Original $314,884.00 Ending $254,850.12	Kim Smith E.T. MacKenzie Company, LLC 4248 West Saginaw Hwy Grand Ledge, MI 48837 517-627-8408
Blossom Road Culvert	Branch County Road Commission			Original	Trent Arver Branch County Road Commission

Project Name	Owner	Engineer	Date Completed	Contract Amount	Reference
over Spencer Creek Branch County, MI	23 East Garfield Ave. Coldwater, MI 49036 517-278-2022		April 2017	$313,708.00 Ending $284,260.80	23 East Garfield Ave. Coldwater, MI 49036 517-278-2022
M-43 Culvert over Porter Drain Eaton County, MI	Eric Deible Eaton County Drain Commission 1045 Independence Blvd. Charlotte, MI 48813 517-543-3809	LSG Engineers & Surveyors, Inc. 3135 Pinetree Road Lansing, MI 48911 517-393-2902	August 2019	Original $313,550.50 Ending $354,259.30	Greg Lamkin LSG Engineers & Surveyors, Inc. 3135 Pinetree Road Lansing, MI 48911 517-393-2902
Rose Harbor Marina Monroe, MI	Ray Govus State of Michigan - EGLE 301 East Louis Glick Hwy. Jackson, MI 49201 517-780-7690	Craig Savage ECT, Inc. 2200 Commonwealth Blvd., Ste. 300 Ann Arbor, MI 48105 734-769-3004	July 2020	Original $312,631.00 Ending $176,679.01	Kim Smith E.T. MacKenzie Company, LLC 4248 West Saginaw Hwy Grand Ledge, MI 48837 517-627-8408
Ridge Creek Lane Ann Arbor Twp., MI	John Petz DF Land Development 24 Frank Lloyd Wright Dr., Ste. K3000 Ann Arbor, MI 48106 734-930-4533	Midwestern Consulting, LLC 3815 Plaza Drive Ann Arbor, MI 48108 734-995-0200	August 2016	Original $304,097.95 Ending $430,500.73	Tom Covert Midwestern Consulting, LLC 3815 Plaza Drive Ann Arbor, MI 48108 734-995-0200
Woodshop Demolition Cedar Lake, MI	Seventh Day Adventists Terry Dodge 5801 W Michigan Ave Lansing, MI 48917 517-316-1500	N/A	September 2023	Original $294,825.00 Ending $303,671.00	Seventh Day Adventists Terry Dodge 5801 W Michigan Ave Lansing, MI 48917 517-316-1500
Dexter Manufacturing Phase 2 Addition Earthwork Dexter, MI	Dexter Fastener Technologies, Inc. 2110 Bishop Circle East Dexter, MI 48130 734-426-5200	Christopher Grzenkowicz Desine, Inc. 2183 Pless Drive Brighton, MI 48114 810-227-9533	December 2016	Original $303,072.00 Ending $320,132.93	Matt Ratzow O'Neal Construction 525 West William Ann Arbor, MI 48103 734-769-0770
M&K Investment Group Saginaw, MI	State of Michigan Dept of Tech, Management & Budget PO Box 30026 Lansing, MI 48909	Jon Hirschenberger AKT Peerless 214 James Ave Saginaw, MI 48607 989-754-9896	April 2017	Original $298,776.00 Ending $235,313.36	Kim Smith E.T. MacKenzie Company, LLC 4248 West Saginaw Hwy Grand Ledge, MI 48837 517-627-8408
Lake Lansing Rd/Interstate Earthwork	Joe Biersbach Biersbach Development 1905 Danbury East	Bergmann Associates 7050 West Saginaw Hwy	June 2016	Original $294,700.00	Paul Furtaw Bergmann Associates 7050 West Saginaw Hwy

Project Name	Owner	Engineer	Date Completed	Contract Amount	Reference
East Lansing, MI	Okemos, MI 517-349-2558	Lansing, MI 48917 517-272-9835		Ending $406,041.85	Lansing, MI 48917 517-272-9835
Felton Road Building Site Earthwork, underground utilities Watertown Twp., MI	Emerger Development 4520 North Grand River Ave. Lansing, MI 48906	Jeff Kyes Kebs, Inc. 2116 Haslett Road Haslett, MI 48840 517-339-1014	June 2016	Original $292,550.00 Ending $317,270.00	James Ware James Ware Construction 903 North Clay Street, Ste. A Sturgis, MI 49091 269-651-4747
Trowbridge Crossings East Lansing, MI	Boji Group 124 West Allegan Street, Ste. 2100 Lansing, MI 48933 517-377-3000		September 2017	Original $292,180.00 Ending $298,994.00	Keith Kelley Boji Group 124 West Allegan Street, Ste. 2100 Lansing, MI 48933 517-377-3000
Jiffy Site Street Garage Parking Lot Chelsea, MI	Douglas Weitting Chelsea Milling Company 201 West North Street Chelsea, MI 48118 734-475-1361		February 2020	Original $291,593.90 Ending $447,995.51	Matt Ratzow O'Neal Construction 525 West William Ann Arbor, MI 48103 734-769-0770
Monroe Commerical Development Frenchtown Twp., MI	Joe Guilmette Pacifica Monroe LLC 1775 Hancock Street, Ste. 200 San Diego, CA 92110 616299-3286	Bergmann Associates 7050 West Saginaw St., Ste. 200 Lansing, MI 48917 517-272-9835	May 2019	Original $286,561.17 Ending $328,166.26	Richard Blasey Bergmann Associates 7050 West Saginaw St., Ste. 200 Lansing, MI 48917 517-272-9835
Jackson Prison Bldg Demos Jackson, MI	State of Michigan Dept of Tech, Management & Budget PO Box 30026 Lansing, MI 48909	Steven Kimm Fleis & Vandenbrink Engineering 4798 Campus Drive Kalamazoo, MI 49008 269-385-0011	June 2018	Original $278,516.00 Ending $302,543.62	Kim Smith E.T. MacKenzie Company, LLC 4248 West Saginaw Hwy Grand Ledge, MI 48837 517-627-8408
Oakhill Retaining Wall Oakhill Avenue, East Lansing	City of East Lansing Aden Duong 1800 E State St East Lansing, MI 517-337-9459	City of East Lansing Nichole McPherson 1800 E State St East Lansing, MI 517-337-9459	May 2022	Original $276,629.40 Ending $355,038.31	City of East Lansing Aden Duong 1800 E State St East Lansing, MI 517-337-9459
East West Pathway Repair Delta Twp, MI	Delta Township Earnest West, P.E. 7710 W Saginaw Hwy Lansing, MI 48917	Delta Township Earnest West, P.E. 7710 W Saginaw Hwy Lansing, MI 48917	October 2022	Original $273,354.25 Ending	Delta Township Earnest West, P.E. 7710 W Saginaw Hwy Lansing, MI 48917

Project Name	Owner	Engineer	Date Completed	Contract Amount	Reference
	517-323-8540	517-323-8540		$288,994.25	517-323-8540
Cooley Stadium North Parking Lot Lansing, MI	Alec Malvetis City of Lansing 124 West Michigan Ave. Lansing, MI 48933 517-483-4455	Brett Konarski Jones Petrie Rafinski 412 South Lafayette Blvd. South Bend, IN 46601 574-293-7762	May 2016	Original $272,250.00 Ending $291,094.97	Nate Hubert The Christman Company 208 North Capital Ave. Lansing, MI 48933-1357 517-482-1488
Old M78 Taco Bell East Lansing, MI	Sundance, Inc. Tim Krause 7915 Kensington Ct Brighton, MI 248-446-0100	Excel 100 Camelot Dr Fond Du Lac, WI 920-926-9800	October 2022	Original $267,349.00 Ending $279,993.61	Sundance, Inc. Tim Krause 7915 Kensington Ct Brighton, MI 248-446-0100
Bailey Park Improvements East Lansing, MI	City of East Lansing 410 Abbot Road East Lansing, MI 48823 517-319-6940	Nick Wallace Landscape Architects & Planners 809 Center Street, Ste. 1 Lansing, MI 48906 517-485-5500	October 2020	Original $266,663.70 Ending $296,146.46	Wendy Wilmers Longpre City of East Lansing 410 Abbot Road East Lansing, MI 48823 517-319-6940
Williamston Kayak Launch Williamston, MI	City of Williamston Corey Schmidt 161 E Grand River Ave Williamston, MI 517-655-2774	Lap + Creative Lanscape Architects & Planners 809 Center St, Ste 1 Lansing, MI 48910 517-485-5500	October 2022	Original $263,410.60 Ending $276,991.08	City of Williamston Corey Schmidt 161 E Grand River Ave Williamston, MI 517-655-2774
2015 Sidewalk Repair Project concrete sidewalks Lansing, MI	City of Lansing 124 West Michigan Ave, 8th Floor Lansing, MI 48933 517-483-4124	City of Lansing 124 West Michigan Ave, 8th Floor Lansing, MI 48933 517-483-4124	August 2016	Original $262,415.75 Ending $518,311.98	Zubair Ahmad City of Lansing 124 West Michigan Ave, 8th Floor Lansing, MI 48933 517-483-4124
Winewood Sanitary Sewer Extension Ann Arbor, MI	Norfolk Development 8178 Jackson Road Ann Arbor, MI 48103 734-408-0777	Kem-Tex 22556 Gratiot Ave. Eastpointe, MI 48021	June 2018	Original $260,113.00 Ending $247,407.00	Sean Lefere Norfolk Development 8178 Jackson Road Ann Arbor, MI 48103 734-408-0777
Bridge Street Sunoco Site remedeation Grand Rapids, MI	State of Michigan Dept of Tech, Management & Budget PO Box 30026	Corey Buckner Superior Environmental 1128 Franklin Court Marne, MI 49435	July 2019	Original $259,624.00 Ending	Kim Smith E.T. MacKenzie Company, LLC 4248 West Saginaw Hwy Grand Ledge, MI 48837

Project Name	Owner	Engineer	Date Completed	Contract Amount	Reference
	Lansing, MI 48909			$117,126.45	517-627-8408
Ham Creek Trail Bridge Missaukee County, MI	State of Michigan Dept of Tech, Management & Budget PO Box 30026 Lansing, MI 48909	Northwest Design Group 2940 Parkview Drive Petoskey, MI 49770 231-348-1185	March 2017	Original $255,915.00 Ending $210,547.10	Kim Smith E.T. MacKenzie Company, LLC 4248 West Saginaw Hwy Grand Ledge, MI 48837 517-627-8408
Lake Lansing Retail Site Lansing, MI	Doraid Markus Markus Associates LLC 251 East Merrill, Ste. 205 Birmingham, MI 48009 248-892-2222	James Butler PEA, Inc. 2430 Rochester Court, Ste. 100 Troy, MI 48083 248-689-9090	October 2019	Original $255,083.30 Ending $305,259.25	Jen Haight NCS Construction Services, LLC 43636 Woodward Ave., Ste. 400 Bloomfield Hills, MI 48302 248-338-9732
RCH Sanitary Lead Replacement Lansing, MI	Lansing Community College Evelyn Lynn 309 N Washington Sq, Suite 202 Lansing, MI 48933 517-483-1726	ENG Mike Gazella 4063 Grand Oak Drive, Suite A109 Lansing, MI 48911 517-887-1100	October 2023	Original $255,000.00 Ending $253,881.69	Lansing Community College Evelyn Lynn 309 N Washington Sq, Suite 202 Lansing, MI 48933 517-483-1726
North Creek Elementary Parking Lot Improvements Chelsea, MI	Denis Taylor Chelsea School District 500 East Washington Street Chelsea, MI 48118 734-433-2200	Kingscott Associates, Inc. 229 East Michigan Ave., Ste. 335 Kalamazoo, MI 49007 269-381-4880	September 2016	Original $250,507.20 Ending $288,269.16	Robert Atkins Kingscott Associates, Inc. 229 East Michigan Ave., Ste. 335 Kalamazoo, MI 49007 269-381-4880
Frances Park Pump Station Forcement Repair Lansing, MI	City of Lansing 124 West Michigan Ave. Lansing, MI 48933 517-483-4455		October 2019	Original $250,000.00 Ending $250,000.00	Alec Malvetis City of Lansing 124 West Michigan Ave. Lansing, MI 48933 517-483-4455
Ann Arbor Compost Pad Ann Arbor, MI	City of Ann Arbor Alison Heatley 301 E Huron St Ann Arbor, MI 734-794-6410	City of Ann Arbor Theresa Bridges 301 E Huron St Ann Arbor, MI 734-794-6410	July 2022	Original $249,900.00 Ending $232,891.97	City of Ann Arbor Alison Heatley 301 E Huron St Ann Arbor, MI 734-794-6410
WWTP Embankment Repairs Ypsilanti, MI	Ypsilanti Community Utilites Authority Scott Westover 2777 State Street Ypsilatni, MI 48198 734-484-4600		December 2022	Original $244,307.50 Ending $207,169.50	Ypsilanti Community Utilites Authority Scott Westover 2777 State Street Ypsilatni, MI 48198 734-484-4600

Project Name	Owner	Engineer	Date Completed	Contract Amount	Reference
Taco Bell - Dunckel Road Lansing, MI	Old West Properties 7915 Kennsington Ct. Brighton, MI 48116	Desine, Inc. 2183 Pless Drive Brighton, MI 48116 810-227-9533	December 2016	Original $240,720.00 Ending $283,897.96	Mark Keating Keating Contracting LLC 22775 Heslip Drive Novi, MI 48375 248-730-9339
Creyts Road Pump Station Rehabilitation Dimondale, MI	Village of Dimondale 136 Bridge Street Dimondale, MI 48821	Wolverine Engineers & Surveyors 312 North Street Mason, MI 48854 517-676-9200	April 2019	Original $230,894.00 Ending $237,667.30	Don Heck Wolverine Engineers & Surveyors 312 North Street Mason, MI 48854 517-676-9200
Camp White Lake Demolition White Lake, MI	Bruce Hassen State of Michigan Dept of Tech, Management & Budget PO Box 30026 Lansing, MI 48909	Jennifer Fashbaugh FTC&H 39500 Mackenzie Drive, Ste. 100 Novi, MI 48377 248-324-2090	May 2016	Original $229,146.00 Ending $213,853.52	Kim Smith E.T. MacKenzie Company, LLC 4248 West Saginaw Hwy Grand Ledge, MI 48837 517-627-8408
Winans Elementary School Parking Lot Delta Twp., MI	Waverly Community Schools 515 Snow Road Lansing, MI 48917 517-321-7265	Barton Malow 26500 American Drive Southfield, MI 48034 586-524-1396	August 2016	Original $227,720.00 Ending $228,638.00	Eric Sifferman Barton Malow 26500 American Drive Southfield, MI 48034 586-524-1396
Grace Bible Church Ann Arbor, MI	Grace Bible Church 1300 South Maple Road Ann Arbor, MI	Midwestern Consulting 3815 Paza Drive Ann Arbor, MI 48108 734-995-0200	October 2018	Original $226,855.95 Ending $255,090.25	Matt Ratzow O'Neal Construction 525 West William Ann Arbor, MI 48103 734-769-0770
Taco Bell Charlotte Charlotte, MI	Joseph Baker Sundance, Inc. 7915 Kensington Court Brighton, MI 48116 248-446-0100	Jim Barnwell Desine, Inc. 2183 Pless Drive Brighton, MI 48114 810-227-9533	August 2019	Original $226,520.00 Ending $237,220.05	Mark Keating Keating Contracting LLC 22775 Heslip Drive Novi, MI 48375 248-730-9339
C&C Landfill Clearing Marshall, MI	Republic Services 6231 MacBeth Road Fort Wayne, IN 46809 260-442-3239		April 2021	Original $222,900.00 Ending $222,900.00	Stephanie Goodman Republic Services 6231 MacBeth Road Fort Wayne, IN 46809 260-442-3239

Project Name	Owner	Engineer	Date Completed	Contract Amount	Reference
UofM Manhole Ann Arbor, MI	University of Michigan 326 E Hoover Ave Ann Arbor, MI 48109	Wade Trim 25251 Northline Rd Taylor, MI 48180	December 2022	Original $222,361.00 Ending $222,361.00	University of Michigan 326 E Hoover Ave Ann Arbor, MI 48109
Evergreen Apts. Demo East Lansing, MI	341 Evergreen LLC 540 West Madison Street, Ste. 2500 Chicago, IL 60661 312-542-3123		August 2016	Original $217,645.00 Ending $217,645.00	Christopher Oakly Convexity Properties, LLC 540 West Madison Street, 27th Floor Chicago, IL 60661-2555 312-542-3123
Village of Shadow Glen **Phase 4** Delta Twp., MI	Nixon Road Holdings, LLC 4248 West Saginaw Hwy. Grand Ledge, MI 48837 517-627-8408	AJ Patrick KEBS, Inc. 2116 Haslett Road Haslett, MI 48840 517-339-1014	November 2016	Original $213,061.00 Ending $158,600.00	Ron Clark Nixon Road Holdings, LLC 4248 West Saginaw Hwy. Grand Ledge, MI 48837 517-627-8408
Parlen Management Burton, MI	State of Michigan Dept of Tech, Management & Budget PO Box 30026 Lansing, MI 48909	Mark Schult Mannik-Smith Group 2365 Haggerty Road South Canton, MI 48188 734-397-3100	July 2017	Original $205,750.00 Ending $122,387.49	Kim Smith E.T. MacKenzie Company, LLC 4248 West Saginaw Hwy Grand Ledge, MI 48837 517-627-8408
Delta Mills UM Church **Parking Lot Addition** Lansing, MI	Delta Mills United Methodist Church 6809 Delta River Drive Lansing, MI 48906 517-285-2486	James Foster, PE Ziemnick Foster Engineering 426 South Clinton Street Grand Ledge, MI 48837 517-627-8068	November 2020	Original $203,868.23 Ending $214,124.48	Dave Stanaway Delta Mills United Methodist Church 6809 Delta River Drive Lansing, MI 48906 517-285-2486
Maple Village **Water Main Improvements** Ann Arbor, MI	Brixmor Property Group 22054 Farmington Road Farmington, MI 48336		December 2016	Original $202,961.50 Ending $222,646.07	Russell McCombie Ken Cook's Plumbing & Heating, Inc. 3704 Trade Center Drive Ann Arbor, MI 48108 734-971-0304
Pine Elementary School Demo Grand Rapids, MI	Wolverine Building Group 4045 Barden SE Grand Rapids, MI 49512 616-949-3360		April 2019	Original $200,600.00 Ending $205,253.00	Brian Steinberg Wolverine Building Group 4045 Barden SE Grand Rapids, MI 49512 616-949-3360
	Chad Cushman	Eric Iversen, P.E.			John Peckham

Project Name	Owner	Engineer	Date Completed	Contract Amount	Reference
Michigan Flyer Compensating Cut Leroy Twp., MI	Howard Street, LLC 109 East Comstock Street Owosso, MI 48867	LSG Engineers & Surveyors 3135 Pine Tree Road, Ste. D Lansing, MI 48911 517-393-2902	May 2020	Original $187,496.30 Ending $193,701.55	Peckham Property Services PO Box 716 East Lansing, MI 48826 517-290-4650
Fairview Elementary Lansing, MI	Lansing School District 519 West Kalamazoo Street Lansing, MI 48933 517-755-1000	C2AE 106 West Allegan St. #500 Lansing, MI 48933 517-371-1200	December 2016	Original $186,650.00 Ending $235,706.33	John Bedard The Christman Company 634 Front Ave., NW, Ste. 500 Grand Rapids, MI 49504-5335 616-454-4454
Kruger Kayak Launch Lansing, MI	City of Lansing Greg Satterfiled 517-483-6936	Landscape Architects & Planners	December 2023	Original $182,445.00 Ending $202,444.00	City of Lansing Greg Satterfiled 517-483-6936
Lyders Hangar Howell, MI	Hawk Hollow Farm LLC 7915 Kensington Court Brighton, MI 48116 248-736-8403	Desine, Inc. 2183 Pless Drive Brighton, MI 48114 810-227-9533	October 2017	Original $178,600.00 Ending $199,237.56	John Pettersson Hawk Hollow Farm LLC 7915 Kensington Court Brighton, MI 48116 248-736-8403
Jackson College Tree Clearing Jackson, MI	Jackson College 2111 Emmons Road Jackson, MI 49201 517-796-8439		November 2016	Original $177,800.00 Ending $148,505.00	Darrell Norris Jackson College 2111 Emmons Road Jackson, MI 49201 517-796-8439
Signature Oak Stables Gregory, MI	Robert & Elizabeth Haar 3607 Kipling Circle Howell, MI 48843	Washtenaw Engineering 3526 West Liberty Road, Ste. 400 Ann Arbor, MI 48106	November 2016	Original $175,038.35 Ending $188,894.07	Mike Shepard Mike Shepard Excavating, Inc. 7150 Chamberlin Road Dexter, MI 48130
A&H Racing Site Gladwin, MI	State of Michigan Dept of Tech, Management & Budget PO Box 30026 Lansing, MI 48909	Jon Hirschenberger AKT Peerless 214 Janes Ave. Saginaw, MI 48607 989-754-9896	January 2016	Original $174,049.00 Ending $157,960.20	Kim Smith E.T. MacKenzie Company, LLC 4248 West Saginaw Hwy Grand Ledge, MI 48837 517-627-8408
Snow Road Clearing Ypsilanti Township, MI	Ypsilanti Community Utilites Authority Scott Westover 2777 State Road	OHM Advisors Matthew Parks 34000 Plymouth Rd	May 2022	Original $173,900.00	Ypsilanti Community Utilites Authority Scott Westover 2777 State Road

Project Name	Owner	Engineer	Date Completed	Contract Amount	Reference
	Ypsilanti, MI 48198 734-484-4600	Livonia, MI 48150 734-522-6711		Ending $173,900.00	Ypsilanti, MI 48198 734-484-4600
Costco Wetland Mitigation East Lansing, MI	Costco Wholesale, Inc. 999 Lake Drive Issaquah, WA 98027	King & MacGregor Environmental, Inc. 2520 Woodmeadow SE Grand Rapids, MI 49546 616-957-1231	December 2017	Original $169,539.20 Ending $180,810.20	John Vigna King & MacGregor Environmental, Inc. 2520 Woodmeadow SE Grand Rapids, MI 49546 616-957-1231
Compost Pad Construction Ann Arbor, MI	City of Ann Arbor 301 East Huron Street Ann Arbor, MI 48107 734-764-6350	City of Ann Arbor 301 East Huron Street Ann Arbor, MI 48107 734-764-6350	April 2016	Original $169,104.00 Ending $131,990.43	Chris Elenbaas City of Ann Arbor 301 East Huron Street Ann Arbor, MI 48107 734-764-6350
Delta Fire Station #3 **Driveway Repair** Delta Twp., MI	Delta Charter Township 7710 West Saginaw Hwy. Lansing, MI 48917 517-323-8500		August 2019	Original $165,974.00 Ending $161,144.93	Ernie West Delta Charter Township 7710 West Saginaw Hwy. Lansing, MI 48917 517-323-8500
Pepsi Lansing Drainage 4900 W Grand River Lansing, MI	Pepsi Co. Jacob Peterson 4900 W Grand River Lansing, MI 517-667-9821	Boss Engineering	February 2022	Original $163,389.85 Ending $165,193.85	Pepsi Co. Jacob Peterson 4900 W Grand River Lansing, MI 517-667-9821
Peckham Trio Watertown Twp, MI	Peckham Inc. Nate Vanderlaan 3510 Capital Blvd Lansing, MI 48906 517-899-0169	N/A	November 2023	Original $155,517.00 Ending $156,727.75	Pioneer Construction Justin Bialik 550 Kirtland Dr SW Grand Rapids, MI 49507 616-247-6966
Grove Road Ypsilanti Twp., MI	Washtenaw County Road Commission 555 North Zeeb Road Ann Arbor, MI 48103 734-761-1500		November 2019	Original $154,319.50 Ending $176,148.40	Aaron Berkholz Washtenaw County Road Commission 555 North Zeeb Road Ann Arbor, MI 48103 734-761-1500
Ann Arbor Transfer Station Ann Arbor, MI	City of Ann Arbor 301 East Huron Ann Arbor, MI 48104	City of Ann Arbor Field Operations 4251 Stone School Road Ann Arbor, MI 48108	June 2020	Original $153,492.00 Ending	Ron Hoeft City of Ann Arbor Field Operations 4251 Stone School Road Ann Arbor, MI 48108

Project Name	Owner	Engineer	Date Completed	Contract Amount	Reference
	734-794-6410	734-794-6350		$153,492.00	734-794-6350
Old US-12 Bridge Coldwater, MI	City of Coldwater One Grand Street Coldwater, MI 49036 517-279-6911	Fishbeck, Thompson, Carr & Huber 39500 Mackenzie Drive, Ste. 100 Novi, MI 48377 248-324-2090	June 2018	Original $147,585.00 Ending $169,601.03	Fishbeck, Thompson, Carr & Huber, Inc. 39500 Mackenzie Drive, Ste. 100 Novi, MI 48377 248-324-2090
Munger Sunoco Site Lapeer, MI	State of Michigan Dept of Tech, Management & Budget PO Box 30026 Lansing, MI 48909	Mark Schult Mannik-Smith Group 2365 Haggerty Road South Canton, MI 48188 734-397-3100	November 2016	Original $147,195.00 Ending $56,007.30	Kim Smith E.T. MacKenzie Company, LLC 4248 West Saginaw Hwy Grand Ledge, MI 48837 517-627-8408
Fire Station #8 **Concrete Apron Repair** Lansing, MI	City of Lansing 124 West Michigan Ave. Lansing, MI 48933 517-483-4455		September 2017	Original $146,544.00 Ending $177,265.32	Stephanie Robinson City of Lansing 124 West Michigan Ave. Lansing, MI 48933 517-483-4455
New Water Booster Pump Station Holland, MI	Len Shember Waverly Shores Village II LLC 27777 Franklin Road, Ste. 200 Southfield, MI 48034		June 2020	Original $144,241.15 Ending $137,296.15	Douglas Pakkala, P.E. Atwell, LLC Two Town Square Southfield, MI 48076 248-447-2000
Risdale Westside Bleachers Ph 3 Concrete work Lansing, MI	City of Lansing 1110 South Pennsylvania Ave. Lansing, MI 48912 517-702-6197		July 2019	Original $134,288.50 Ending $135,149.74	Stephanie Robinson City of Lansing 1110 South Pennsylvania Ave. Lansing, MI 48912 517-702-6197
2018 Site Improvements Lansing, MI	Jeff Adcock Emergent BioSolutions 3500 N Martin Luther King Jr Blvd Lansing, MI 48906 517-327-6819	Eng. Engineering & Surveying 4063 Grand Oak Drive, A109 Lansing, MI 48911 517-887-1100	November 2018	Original $132,460.00 Ending $146,996.00	Michael Gazella Eng. Engineering & Surveying 4063 Grand Oak Drive, A109 Lansing, MI 48911 517-887-1100
M-50 Retaining Wall MDOT Contract ID 58032-M61701 Dundee, MI	Michigan Dept. of Transportation State Transportation Building 425 West Ottawa Street PO Box 30050 Lansing, MI 48909	Jim Daavettila Michigan Dept. of Transportation Brighton TSC 10321 Grand River Ave, Ste 500 Brighton, MI 48116 810-227-4681	January 2018	Original $132,340.37 Ending $142,426.09	Jim Daavettila Michigan Dept. of Transportation Brighton TSC 10321 Grand River Ave, Ste 500 Brighton, MI 48116 810-227-4681

Project Name	Owner	Engineer	Date Completed	Contract Amount	Reference
North Oak Office Center Bldg 4 Parking Lot Ann Arbor, MI	Commercial Property Investors of Scio LLC 8178 Jackson Road Ann Arbor, MI 48103 734-408-0777	Midwestern Consulting 3815 Plaza Drive Ann Arbor, MI 48108	December 2019	Original $129,144.10 Ending $120,959.84	David Darkowski Commercial Property Investors of Scio LLC 8178 Jackson Road Ann Arbor, MI 48103 734-408-0777
Plant 3 Clarifier Removal Lansing, MI	David Favero RACER Trust Property 500 Woodward Ave., Ste. 1510 Detroit, MI 48226 217-741-6235	Eng. Engineering 4063 Grand Oak Drive, Ste. A109 Lansing, MI 48911 517-887-1100	June 2016	Original $127,884.00 Ending $214,314.01	Greg Minshall Eng. Engineering 4063 Grand Oak Drive, Ste. A109 Lansing, MI 48911 517-887-1100
Sawyers Pontiac Demolition East Lansing, MI	CKJ Properties, LLC 2375 Woodlake Drive, Ste. 380 Okemos, MI 48864 517-908-0900	Kebs, Inc. 2116 Haslett Road Haslett, MI 48840 517-339-1014	September 2020	Original $127,456.67 Ending $139,706.03	Richard Lowe CKJ Properties, LLC 2375 Woodlake Drive, Ste. 380 Okemos, MI 48864 517-908-0900
Jaycee Park Improvements Grand Ledge, MI	Adam Smith City of Grand Ledge 310 Greenwood Street Grand Ledge, MI 48837 517-627-2149	Spicer Group 1400 Zeeb Drive St. Johns, MI 48879 989-224-2355	August 2019	Original $126,544.00 Ending $139,157.76	Joe Wright Spicer Group 1400 Zeeb Drive St. Johns, MI 48879 989-224-2355
M. Midcalf Site Hemlock, MI	State of Michigan Dept of Tech, Management & Budget PO Box 30026 Lansing, MI 48909	Kevin Saggaser Saggaser & Associates 699 South Wisconsin Ave. Gaylord, MI 49735 989-732-5800	August 2016	Original $125,390.00 Ending $87,070.43	Kim Smith E.T. MacKenzie Company, LLC 4248 West Saginaw Hwy Grand Ledge, MI 48837 517-627-8408
Sparrow Ramp Demo Lansing, MI	Sparrow Health System 1322 East Michigan Ave., Ste. 300 Lansing, MI 48912 517-364-2783		January 2019	Original $120,112.00 Ending $119,112.00	Alan Henry Sparrow Health System 1322 East Michigan Ave., Ste. 300 Lansing, MI 48912 517-364-2783
Fox Nissan Site Meridian Twp., MI	Green Castle Properties, LLC 200 Ottawa Ave. NW, Ste. 800 Grand Rapids, MI 49503		January 2019	Original $117,488.52 Ending $96,821.22	Green Castle Properties, LLC 200 Ottawa Ave. NW, Ste. 800 Grand Rapids, MI 49503

Project Name	Owner	Engineer	Date Completed	Contract Amount	Reference
M-66 Storm Sewer and Curb Repairs Ionia County, MI	Ionia County Road Commission 170 East Riverside Drive Ionia, MI 48846 616-527-1700	Ionia County Road Commission 170 East Riverside Drive Ionia, MI 48846 616-527-1700	August 2016	Original $117,100.80 Ending $130,374.35	Paul Spitzley Ionia County Road Commission 170 East Riverside Drive Ionia, MI 48846 616-527-1700
Garfield Road over I-69	Michigan Dept. of Transportation State Transportation Building 425 West Ottawa Street PO Box 30050 Lansing, MI 48909	MDOT - Marshall TSC 15300 West Michigan Ave Marshall, MI 269-789-0592	December 2017	Original $116,994.00 Ending $127,432.88	Andy Strupulis MDOT - Marshall TSC 15300 West Michigan Ave Marshall, MI 269-789-0592
Lennon Road Demo Lennon, MI	Michigan Land Bank Fast Track Authority 300 North Washington Square, 4th Floor Lansing, MI 48913 517-241-6741		June 2019	Original $116,900.00 Ending $116,900.00	Linda Horak Michigan Land Bank Fast Track Authority 300 North Washington Square, 4th Floor Lansing, MI 48913 517-241-6741
Allmendinger Parking Lot Ann Arbor, MI	Darren McKinnon South First Associates 115 Depot Street Ann Arbor, MI 48104	Smith Group	September 2016	Original $113,199.00 Ending $113,199.00	Matt McSweeney O'Neal Construction 525 West William Ann Arbor, MI 48103 734-769-0770
Fieldstone Village II Chelsea, MI	Norfolk Development Corp. 8178 Jackson Road, Ste. D Ann Arbor, MI 48103 734-408-0777	Atwell-Hicks, Inc. 500 Avis Drive, Ste. 100 Ann Arbor, MI 48108	July 2017	Original $111,509.00 Ending $155,252.20	David Darkowski Norfolk Development Corp. 8178 Jackson Road, Ste. D Ann Arbor, MI 48103 734-408-0777
Blanchard Grocery Crystal, MI	State of Michigan Dept of Tech, Management & Budget PO Box 30026 Lansing, MI 48909	Paul Meyer ECT, Inc. 3125 Sovereign Drive, Ste. 9C Lansing, MI 48911 517-272-9200	August 2016	Original $106,829.00 Ending $93,580.40	Kim Smith E.T. MacKenzie Company, LLC 4248 West Saginaw Hwy Grand Ledge, MI 48837 517-627-8408
Ypsilanti District Library Superior Branch Ypsilanti, MI	Ypsilanti District Library 8795 McArthur Blvd. Ypsilanti, MI 48198 734-482-4110	Daniels and Zermack Associates, Inc. 2080 South State Street Ann Arbor, MI 48104 734-761-2090	November 2020	Original $105,670.00 Ending $105,670.00	Matt Ratzow O'Neal Construction, Inc. 525 West William Ann Arbor, MI 48103 734-769-0770

Project Name	Owner	Engineer	Date Completed	Contract Amount	Reference
South Campus Soil Remediation Delta Twp., MI	Auto-Owners Insurance Company 6101 Anacapri Blvd. Lansing, MI 48917 517-323-8760		March 2019	Original $104,667.08 Ending $358,434.75	Auto-Owners Insurance Company 6101 Anacapri Blvd. Lansing, MI 48917 517-323-8760
JC Beal Construction Demolition Ann Arbor, MI	JC Beal Construction 221 Felch Street Ann Arbor, MI 48103 734-662-6133		July 2017	Original $103,710.00 Ending $114,848.00	Jeff Laswell JC Beal Construction 221 Felch Street Ann Arbor, MI 48103 734-662-6133
Former R. Ayotte Property Byron, MI	State of Michigan Dept of Tech, Management & Budget PO Box 30026 Lansing, MI 48909	Scott Park DLZ Michigan, Inc. 1425 Keystone Ave. Lansing, MI 48911 517-393-6800	June 2016	Original $101,237.00 Ending $75,652.79	Kim Smith E.T. MacKenzie Company, LLC 4248 West Saginaw Hwy Grand Ledge, MI 48837 517-627-8408
Trailwoods Additional Drainage Scio Township, MI	HC Investment Holdings LLC Jack Carnahan 1006 Harvard Road Grosse Pointe Park, MI 48230 248-563-7400	Midwestern Consulting Scott Betzolt 3815 Plaza Drive Ann Arbor, MI 48108 734-995-0200	September 2023	Original $85,706.57 Ending $85,706.57	HC Investment Holdings LLC Jack Carnahan 1006 Harvard Road Grosse Pointe Park, MI 48230 248-563-7400
Cedar Street Sanitary Sewer Repair Lansing, MI	Net Lead Properties, LLC Mark Huonder 1000 Forest Park Blvd, Suite 401 Fort Worth, TX 76110 651-357-5723	BFA Engineering and Surveying 103 Elm Street Washington, MO 63090 636-239-4751	November 2023	Original $75,230.40 Ending $85,410.10	Net Lead Properties, LLC Mark Huonder 1000 Forest Park Blvd, Suite 401 Fort Worth, TX 76110 651-357-5723
Broadway Terrace Storm Drain Ann Arbor, MI	Ann Arbor Housing Development Corporation Jennifer Hall 2000 S. Industrial Hwy Ann Arbor, MI 48104 734-794-6721	Midwestern Consulting Ted Hirsch 3815 Plaza Drive Ann Arbor, MI 48108 734-995-0200	December 2022	Original $74,998.00 Ending $78,387.00	Ann Arbor Housing Development Corporation Jennifer Hall 2000 S. Industrial Hwy Ann Arbor, MI 48104 734-794-6721
Emergent BioSolutions Demo 3500 N MLK Blvd Lansing MI	Emergent BioSolutions David Rademacher 3500 N MLK Blvd Lansing, MI 517-327-1625		March 2022	Original $57,435.25 Ending $57,435.25	Emergent BioSolutions David Rademacher 3500 N MLK Blvd Lansing, MI 517-327-1625
IHA Saline	IHA Saline				O'Neal Construction, Inc.

Project Name	Owner	Engineer	Date Completed	Contract Amount	Reference
	7115 E Michigan Ave Saline, MI 48176		January 2023	$34,889.00 Ending $38,200.00	525 W William Ann Arbor, MI 48103 734-769-0770
18 Charlotte St Demo Mulliken, MI	Dewitt Investments Linn Driver 4248 W Saginaw Hwy Grand Ledge, MI 48837 517-627-8408	N/A	December 2023	Original $31,038.00 Ending $31,038.00	Dewitt Investments Linn Driver 4248 W Saginaw Hwy Grand Ledge, MI 48837 517-627-8408
Ann Arbor Sand & Gravel Seeding Ann Arbor, MI	Ann Arbor Sand & Gravel Mike Leoni 2947 Greenfield Melvindale, MI 48122 313-386-0100	N/A	December 2023	Original $29,040.00 Ending $29,040.00	Ann Arbor Sand & Gravel Mike Leoni 2947 Greenfield Melvindale, MI 48122 313-386-0100
Sparrow Demolition 128 N Holmes	Sparrow Facility Development Susan Sweitzer 1215 E Michigan Ave Lansing, MI 48912 517-364-2099	N/A	April 2024	Original $27,878.00 Ending $27,878.00	Sparrow Facility Development Susan Sweitzer 1215 E Michigan Ave Lansing, MI 48912 517-364-2099
Sparrow Demolition 118 N Holmes	Sparrow Facility Development Susan Sweitzer 1215 E Michigan Ave Lansing, MI 48912 517-364-2099	N/A	April 2024	Original $27,612.00 Ending $27,612.00	Sparrow Facility Development Susan Sweitzer 1215 E Michigan Ave Lansing, MI 48912 517-364-2099
Sparrow Demolition 122 N Holmes	Sparrow Facility Development Susan Sweitzer 1215 E Michigan Ave Lansing, MI 48912 517-364-2099	N/A	April 2024	Original $26,802.00 Ending $26,802.00	Sparrow Facility Development Susan Sweitzer 1215 E Michigan Ave Lansing, MI 48912 517-364-2099
Buchanan Street Light Pole Removal Chelsea, MI	Chelsea Milling Randy Kepple 201 W North St Chelsea, MI 734-475-1361	N/A	August 2023	Original $24,665.00 Ending $24,665.00	Chelsea Milling Randy Kepple 201 W North St Chelsea, MI 734-475-1361
Trevor Ladd Demolition Onondaga, MI	Trevor Ladd 1511 S Onondaga Rd Mason, MI 48854	N/A	December 2023	Original $21,331.00 Ending	Trevor Ladd 1511 S Onondaga Rd Mason, MI 48854

Project Name	Owner	Engineer	Date Completed	Contract Amount	Reference
	517-420-2541			$21,331.00	517-420-2541
LaFontaine Alaiedon Phase 1 Okemos, MI	LAG Development Gary Laundroche 9990 E Highland Road Howell, MI 48843 248-704-3146	Nawak & Fraus 46777 Woodward Ave Pontiac, MI 48342 248-332-7931	January 2023	Original $13,635.45 Ending $13,635.45	LAG Development Gary Laundroche 9990 E Highland Road Howell, MI 48843 248-704-3146

E.T. MacKenzie Company
Contracting and Consulting

E.T. MacKenzie Company Criteria Statement for
24-07 Replacement of WWTP Culverts #2 and #4 on Hurt Marvin Drain-

Criteria 23:
All employees participate in regular performance reviews, in class training and on the job training by their immediate foreperson, superintendent, supervisor and upper management to maintain a high level of efficiency on a variety of subjects. Regular equipment training, operation and safety meetings are organized and attended by all field employees. Additional support and supplemental training is provided by qualified personnel on a case by case basis to insure that all employees are working in a safe and productive manner.

4248 W Saginaw Hwy. • Grand Ledge, MI 48837 • (517) 627.8408 • Fax: (517) 627.4470
Equal Opportunity Employer

DAVID CHAPMAN AGENCY

Making Insurance and Bonds Easy

August 26, 2023

MacKenzie Companies
4848 W Saginaw
Grand Ledge, MI 48837

Experience Modification Rating (EMR)

To Whom It May Concern:

As insurance agents for the E T MacKenzie Company we are pleased to report their current workers compensation experience modification (EMR) for 8/15/2023 to 8/15/2024 is **.68**. Their EMR for the previous year 8/15/2022-23 was .63, and for 8/15/2021-22 it was .60.

These are excellent EMRs for the heavy construction industry. The history of low experience modification factors is the direct result of MacKenzie Companies' culture and attention to safety. If you have further questions about MacKenzie Companies, their EMR, or their safety record, please contact us.

Sincerely
David Chapman Agency, Inc

Robert G Chapman

5700 W. Mount Hope Hwy. Lansing, MI 48917
517.321.4600
www.DavidChapmanAgency.com

MacKenzie Companies

Contracting and Consulting

MacKenzie Companies Affirmative Action Program

I. Equal Employment Opportunity Policy Statement:

A. MacKenzie Companies shall hire and do business in a nondiscriminatory manner, and provide an aggressive and coherent management program to provide for equal employment opportunity.

B. This policy of equal employment opportunity shall apply to, but is not limited to, hiring, recruitment, selection, placement, training, promotion, demotion, transfer, lay-off, recall, termination, rate of pay, fringe benefits and other forms of compensation. This policy applies to full time, part time, seasonal and temporary employees.

C. The supervisory staff has been made aware of this policy and is expected to comply with both the letter and the spirit of this policy.

D. A copy of this Equal Employment Opportunity Statement has been distributed to all employees, and they have been made aware of where to report actions which they feel to be discriminatory.

E. Only criteria based on an individual's merit will be used in making determinations relating to the actions in paragraph number B and all other personnel matters. These decisions shall not be made on a basis of race, color, national origin, religion, sex (including pregnancy), disability, marital status, height, weight, age, genetic information and arrest record.

F. The company will maintain a list of agencies to contact when there are job openings. Aside from the local unemployment office, this list will include organizations in the area who maintain lists of qualified minority and women applicants. These agencies will be contacted on an annual basis

G. The Equal Employment Officer is Heather Goddard, and may be contacted at the address and phone number below.

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4248 W Saginaw Hwy • Grand Ledge, MI 48837 • (517) 627.8408 • Fax: (517) 627.4470

Equal Opportunity Employer • www.mackenzieco.com

II. Dissemination of the E.E.O. Policy:

A. The E.E.O. policy is distributed to employees on an annual basis as the construction season begins. This is accomplished either by placing a copy of the policy in payroll envelopes or including in the company's quarterly newsletter. The E.E.O. policy is discussed at regular employees meetings, included in the Employee Handbook, and displayed at offices and jobsites

B. The fact that the MacKenzie Companies is an Equal Opportunity Employer is stated on our letterhead and in our company newsletter. When advertising for employees or subcontractors the Equal Opportunity Employer notification is included in the ad, and noted on the employment application forms.

III. Management' responsibilities through the designated E.E.O. Officer:

A. MacKenzie Companies will conduct business in a nondiscriminatory manner. This practice will apply to, but is not limited to, hiring, training, promotion, transfer, termination, layoff, benefits, harassment, non-segregated facilities, and solicitation of minority and female owned contractors. Decisions in all areas will be based on merit and not on the basis of race, color, national origin, religion, sex (including pregnancy), disability, marital status, height, weight, age, genetic information, arrest record or familial status.

1. All supervisory personnel are directed to implement the above policy. Those specifically assigned with the task of monitoring and reviewing policies and decisions are Michael Marks, President and Heather Goddard, E.E.O. Officer.

B. Statement of Procedures:

1. The E.E.O. Officer is assigned the task of monitoring all activities pertaining to personnel and identifying any problem areas where discrimination occurs. It is her responsibility to notify recruiting sources of possible job openings in order to meet the company's affirmative action goals.

2. As problem areas or complaints are identified, the E.E.O. Officer has the authority to investigate the situation and suggest corrective action, subject to final approval of the president of the company.

3. The E.E.O. Officer will periodically review the progress made in the Affirmative Action Program and update, where necessary, the policies of the company.

4. Reviews of hiring, terminating, training opportunities, promotion and layoff procedures are performed by the E.E.O. Officer, as well as periodic site visits to determine if unreported incidences of discrimination occur.

5. A list of referral sources for minority and female job applicants includes the organizations below. These organizations are notified at least once a year:

NAWIC Lansing Chapter
Cristo Rey Community Center
Michigan Indian Employment & Training Services
Women's Center of Greater Lansing
Greater Lansing Urban League
NAACP Lansing Branch
Great Lakes Christian College
UnidosNow
Manatee County Black Chamber of Commerce
NAWIC Tampa
NAACP Manatee County

IV. Goals and Timetables for Minorities and Females:

A. MacKenzie Companies will strive for workplace diversity within all job classifications.

B. Approximately every six weeks, the workforce is reviewed by the E.E.O. Officer for compliance. Based on these reviews recommendations are made to the President and supervisory personnel to help reach the goals which have been set by the company.

C. Approximately every six months, the workforce is evaluated in the areas of rate of pay, fringe benefits, and other forms of compensation, by the E.E.O. Officer and the President.

V. Indicate the Due Process for Handling:

A. In the event that a complaint is received, it will be reviewed and investigated by the E.E.O. Officer. Appropriate corrective action is to be recommended to and reviewed by the President, including a review of whether discrimination may extend beyond these actions reviewed. Corrective action will include all affected persons.

B. If an employee wishes to appeal a decision made by the President in a case of grievance or harassment, they may do this through the E.E.O. Officer who will reopen the investigation.

C. Persons responsible to handle complaints and appeals are Michael Marks, President and Heather Hufnagel, E.E.O. Officer.

D. Complaints pertaining to civil rights that are not resolved may also be appealed to any of the following departments:

Michigan Department of Civil Rights - Complaint Investigation
Battle Creek Office (616) 964-7193
Benton Harbor Office (616) 925-7044
Detroit Office (313) 256-2658
Flint Office (313) 235-4653
Grand Rapids Office (616) 456-7543
Lansing Office (517) 335-4026
Muskegon Office (616) 739-7168
Saginaw Office (517) 758-1701

Office of Federal Contract Compliance Programs (OFCCP)
Grand Rapids Office (616) 456-2166
Washington, D.C. Office (202) 523-9368

U.S. Equal Employment Opportunity Commission
Detroit Office (313) 226-7636
Washington, D.C. Office (800) 669-4000

CHECKLIST FOR BID SUBMITTAL

X _____ BID BOND – If a bid bond is required, please submit your bid bond with your bid documents

X _____ PROPOSAL SHEETS – Please fill out and notarize your proposal sheets

X _____ NOTARY SIGNATURE – Please make sure that Page P 12 of 27 and Page P 16 of 27 are notarized.

Y _____ SAMS.GOV - Please register with SAM.GOV to be eligible to work on federally funded projects. Registration is free.

https://sam.gov/content/entity-registration

Please provide your sam.gov Unique Identity Number: [redacted] if you have received it.

[redacted] - WLMKSJALKMV66 CAGE - 7LR25

AIA® Document A310™ – 2010

Bid Bond

CONTRACTOR:
Name, legal status and address)

Anglin Civil, LLC
13000 Newburgh Rd
Livonia, MI 48150

SURETY:
(Name, legal status and principal place of business)

RLI Insurance Company
9025 N. Lindbergh Dr
Peoria, IL 61615

This document has important legal consequences. Consultation with an attorney is encouraged with respect to its completion or modification.

Any singular reference to Contractor, Surety, Owner or other party shall be considered plural where applicable.

OWNER:
(Name, legal status and address)

City of Jackson
161 W. Michigan Ave.
Jackson, MI 49201

BOND AMOUNT: FIVE PERCENT OF BID AMOUNT (5%)

PROJECT: 24-07 Replacement of WWTP Culverts #2 and #4 on Hurt Marvin Drain
(Name, location or address, and Project number, if any)

The Contractor and Surety are bound to the Owner in the amount set forth above, for the payment of which the Contractor and Surety bind themselves, their heirs, executors, administrators, successors and assigns, jointly and severally, as provided herein. The conditions of this Bond are such that if the Owner accepts the bid of the Contractor within the time specified in the bid documents, or within such time period as may be agreed to by the Owner and Contractor, and the Contractor either (1) enters into a contract with the Owner in accordance with the terms of such bid, and gives such bond or bonds as may be specified in the bidding or Contract Documents, with a surety admitted in the jurisdiction of the Project and otherwise acceptable to the Owner, for the faithful performance of such Contract and for the prompt payment of labor and material furnished in the prosecution thereof; or (2) pays to the Owner the difference, not to exceed the amount of this Bond, between the amount specified in said bid and such larger amount for which the Owner may in good faith contract with another party to perform the work covered by said bid, then this obligation shall be null and void, otherwise to remain in full force and effect. The Surety hereby waives any notice of an agreement between the Owner and Contractor to extend the time in which the Owner may accept the bid. Waiver of notice by the Surety shall not apply to any extension exceeding sixty (60) days in the aggregate beyond the time for acceptance of bids specified in the bid documents, and the Owner and Contractor shall obtain the Surety's consent for an extension beyond sixty (60) days.

If this Bond is issued in connection with a subcontractor's bid to a Contractor, the term Contractor in this Bond shall be deemed to be Subcontractor and the term Owner shall be deemed to be Contractor.

When this Bond has been furnished to comply with a statutory or other legal requirement in the location of the Project, any provision in this Bond conflicting with said statutory or legal requirement shall be deemed deleted herefrom and provisions conforming to such statutory or other legal requirement shall be deemed incorporated herein. When so furnished, the intent is that this Bond shall be construed as a statutory bond and not as a common law bond.

Signed and sealed this 18th April 2024

Anglin Civil, LLC

(Witness)

(Witness)

(Principal) (Seal)

(Title)

RLI Insurance Company
(Surety) (Seal)

Angelo G Zervos, *Attorney-In-Fact*

CAUTION: You should sign an original AIA Contract Document, on which this text appears in RED. An original assures that changes will not be obscured

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631110

POWER OF ATTORNEY

RLI Insurance Company
Contractors Bonding and Insurance Company

9025 N. Lindbergh Dr. Peoria, IL 61615
Phone: 800-645-2402

Know All Men by These Presents:

That this Power of Attorney is not valid or in effect unless attached to the bond which it authorizes executed, but may be detached by the approving officer if desired.

That **RLI Insurance Company** and/or **Contractors Bonding and Insurance Company**, each an Illinois corporation, (separately and together, the "Company") do hereby make, constitute and appoint:

Angelo G. Zervos, Courtney Saunders, jointly or severally

in the City of Coconut Creek, State of Florida its true and lawful Agent(s) and Attorney(s) in Fact, with full power and authority hereby conferred, to sign, execute, acknowledge and deliver for and on its behalf as Surety, in general, any and all bonds and undertakings in an amount not to exceed **Twenty Five Million** Dollars (**$25,000,000.00**) for any single obligation.

The acknowledgment and execution of such bond by the said Attorney in Fact shall be as binding upon the Company as if such bond had been executed and acknowledged by the regularly elected officers of the Company.

RLI Insurance Company and/or **Contractors Bonding and Insurance Company**, as applicable, have each further certified that the following is a true and exact copy of a Resolution adopted by the Board of Directors of each such corporation, and is now in force, to-wit:

"All bonds, policies, undertakings, Powers of Attorney or other obligations of the corporation shall be executed in the corporate name of the Company by the President, Secretary, any Assistant Secretary, Treasurer, or any Vice President, or by such other officers as the Board of Directors may authorize. The President, any Vice President, Secretary, any Assistant Secretary, or the Treasurer may appoint Attorneys in Fact or Agents who shall have authority to issue bonds, policies or undertakings in the name of the Company. The corporate seal is not necessary for the validity of any bonds, policies, undertakings, Powers of Attorney or other obligations of the corporation. The signature of any such officer and the corporate seal may be printed by facsimile."

IN WITNESS WHEREOF, the **RLI Insurance Company** and/or **Contractors Bonding and Insurance Company**, as applicable, have caused these presents to be executed by its respective Vice President with its corporate seal affixed this 19th day of May, 2023.

CONTRACTORS BONDING AND INSURANCE COMPANY CORPORATE SEAL ILLINOIS

RLI INSURANCE COMPANY CORPORATE SEAL ILLINOIS

RLI Insurance Company
Contractors Bonding and Insurance Company

By: Barton W. Davis
Barton W. Davis — Vice President

State of Illinois }
County of Peoria } SS

On this 19th day of May, 2023, before me, a Notary Public, personally appeared Barton W. Davis, who being by me duly sworn, acknowledged that he signed the above Power of Attorney as the aforesaid officer of the **RLI Insurance Company** and/or **Contractors Bonding and Insurance Company** and acknowledged said instrument to be the voluntary act and deed of said corporation.

By: Catherine D. Geiger
Catherine D. Geiger — Notary Public

CATHERINE D. GEIGER
OFFICIAL SEAL
Notary Public - State of Illinois
My Commission Expires
December 05, 2026

CERTIFICATE

I, the undersigned officer of **RLI Insurance Company** and/or **Contractors Bonding and Insurance Company**, do hereby certify that the attached Power of Attorney is in full force and effect and is irrevocable; and furthermore, that the Resolution of the Company as set forth in the Power of Attorney, is now in force. In testimony whereof, I have hereunto set my hand and the seal of the **RLI Insurance Company** and/or **Contractors Bonding and Insurance Company** this 18th day of April, 2024.

RLI Insurance Company
Contractors Bonding and Insurance Company

By: Jeffrey D Fick
Jeffrey D Fick — Corporate Secretary

0VE8577020212

A0058D19

BID SHEET

DATE:

PROPOSAL FOR: 24-07 REPLACEMENT OF WWTP CULVERTS #2 AND #4 ON HURT MARVIN DRAIN

TO: The Mayor and the City Council
City of Jackson, Michigan

Ladies and Gentlemen:

The Undersigned has examined the plans, specifications, and the location of the above described work, and is fully informed as to the conditions relating to its performance, and understands the quantities shown in the estimate and on the plans are accurate to the best belief and knowledge of the Engineer, but are not guaranteed.

The undersigned hereby proposes to furnish all equipment, materials, supplies, labor, and services necessary to commence and complete the project as described in the Contract Documents; and in strict conformity with the requirements of the Specifications and such other special provisions and supplemental specifications as may be a part of this proposal for the above described project at the following unit prices all labor, equipment and materials necessary for completion of the work, but not specifically listed as a pay item, will be deemed to be included in one or more of the pay items listed in the bid sheet.

Bidder has examined and carefully studied the Bidding Documents, other related data identified in the Bidding Documents, and the following Addenda, receipt of which is hereby acknowledged (list addenda by Addendum Number and Date):

Addendum No.	Date
_____	_____
_____	_____
_____	_____

SCHEDULE OF BID PRICES
NOTE: UNIT PRICES MUST BE LISTED AND SHALL GOVERN.

ITEM NUMBER	PAY ITEM	DESCRIPTION	UNIT	ESTIMATED QUANTITY	UNIT PRICE	TOTAL COST
001	1500001	Mobilization, Max $67,000.00	LSUM	1.00	$67,000.00	$67,000.00
002	2020004	Tree, Rem, 6 inch to 18 inch	EA	5.00	$1,725.00	$8,625.00
003	2040050	Pavt, Rem	SYD	466.00	$34.50	$16,077.00
004	2030003	Cul, Rem, Over 48"	EA	4.00	$14,375.00	$57,500.00

ITEM NUMBER	PAY ITEM	DESCRIPTION	UNIT	ESTIMATED QUANTITY	UNIT PRICE	TOTAL COST
005	2040045	Masonary and Conc Structure, Rem	CYD	400.00	$143.75	$57,500.00
006	2040061	Structures, Rem Portions	LSUM	1.00	$46,000.00	$46,000.00
007	2040025	Fence, Remove	FT	145.00	$57.50	$8,337.50
008	2050016	Excavation, Earth	CYD	1,540.00	$23.00	$35,420.00
009	2050018	Excavation, Rock	CYD	30.00	$575.00	$17,250.00
010	2060002	Backfill, Structure, CIP	CYD	452.00	$172.50	$77,970.00
011	2050010	Embankment, CIP	CYD	1,275.00	$80.50	$102,637.50
012	2080014	Erosion Control, Filter Bag	EA	2.00	$575.00	$1,150.00
013	2080036	Erosion Control, Silt Fence	FT	980.00	$3.45	$3,381.00
014	3020016	Aggregate Base, 6 inch	SYD	406.00	$23.00	$9,338.00
015	4060005	Culv Bedding, Box Culv	CYD	70.00	$287.50	$20,125.00
016	4011099	Culv, Alum Arch Box, 15 foot 9 inch by 8 foot	FT	90.00	$3,565.00	$320,850.00
017	4027051	Bypass Pumping	LSUM	1.00	$230,000.00	$230,000.00
018	5010025	Hand Patching	TON	6.00	$460.00	$2,760.00
019	6020104	Conc Pavt, Nonreinf, 8 inch	FT	406.00	$115.00	$46,690.00
020	6020200	Joint, Contraction, Cp	FT	72.00	$23.00	$1,656.00
021	6030030	Lane Tie, Epoxy Anchored	FT	200.00	$5.75	$1,150.00
022	6060006	Preconstruction Video Taping	LSUM	1.00	$2,415.00	$2,415.00
023	7040001	Steel Sheeting, Permanent	SFT	1,350.00	$115.00	$155,250.00

ITEM NUMBER	PAY ITEM	DESCRIPTION	UNIT	ESTIMATED QUANTITY	UNIT PRICE	TOTAL COST
024	7047050	Stoplog	EA	1.00	$28,750.00	$28,750.00
025	8080004	Fence, Temp	FT	40.00	$57.50	$2,300.00
026	8080033	Fence Gate, 6 foot, for 72" Chain Link Fence	EA	2.00	$11,500.00	$23,000.00
027	8080072	Fence, Chain Link, 72", with 3 Strands Barb Wire	LF	185.00	$345.00	$63,825.00
028	8127051	Maintaining Traffic	LS	1.00	$57,500.00	$57,500.00
029	8130010	Riprap, Heavy	SYD	199.00	$287.50	$57,212.50
030	8137011	Riprap, Inside Culvert	SYD	188.00	$345.00	$64,860.00
031	8167011	Turf Establishment, Performance	SYD	1,000.00	$28.75	$28,750.00
				TOTAL		$1,615,279.50

TOTAL BID WRITTEN OUT:

One Million Six Hundred Fifteen Thousand Two Hundred Seventy-Nine and 50/100

Submitted Bid:	Bid Submitted by Anglin Civil - Pat Castelli - At above total cost. 4/18/24 @ 10:00 AM
Labor Costs:	$726,875.77
Materials Costs:	$484,583.85
Equipment Costs:	$403,819.88
Possible Change Orders:	N/A

Bidder's Name:	Anglin Civil
Address:	13000 Newburgh Rd. Livonia, MI 48072

City, State, Zip:	Livonia, MI 48150
Telephone:	734-464-2600
Fax:	N/A
Email Address:	BIDS@ALLIEDCIVIL.COM
Federal ID Number:	42-1756268
Bid Signed By:	PATRICK CASTELLI Print or Type
Title:	BID COORDINATOR

1. I am the person described in and who executed the foregoing bid and that the several matters stated are in all respects true.

2. That I am an employee of the firm or company described in and I am authorized to submit said bid.

By _____ Its BID COORDINATOR

PROPOSAL

TO: City Manager
c/o Purchasing Agent
City of Jackson, Michigan

Date: 4/17/24

In compliance with your invitation for bids dated **March 20, 2024** to perform **24-07**

REPLACEMENT OF WWTP CULVERTS #2 AND #4 ON HURT MARVIN DRAIN

in the City of Jackson, the undersigned, a(n)

1. individual, resident of MICHIGAN
   doing business as ARGID CIVIL, LLC
   at 13000 NEWBURGH LIVONIA, MI 48150

~~2. partnership, consisting of~~ _____
~~and~~ _____
~~under the firm name of~~ _____

3. corporation by the name of ARGID CIVIL, LLC
   organized and existing under the laws of the State of MICHIGAN
   with offices at 13000 NEWBURGH LIVONIA, MI 48150
   (strike inapplicable clauses)

hereby proposes to perform said work, strictly as specified in the bid documents at the prices set forth on the attached schedule of bid prices, upon receipt of written notice of acceptance of this bid within one hundred twenty (120) calendar days after opening of the bids at the time stated in said Invitation; to execute a properly completed contract in the form provided with the bid documents in accordance with this bid; to give bond with good and sufficient surety or sureties, satisfactory to the City Attorney of Jackson, for the faithful performance of said contract, for payment of labor and materials, and, if required, for maintenance of work; and to give such bond within ten (10) days after notice of award.

FEDERAL ID# 42-1756268

(Corporate Seal, if applicable)

Name of Bidder: PATRICK CASTELLI

Signed By: _____

Its: BID COORDINATOR

CONTRACT COMPLIANCE

DATE: March 20, 2024

TO: All Bidders

FROM: City of Jackson

SUBJECT: CONTRACT COMPLIANCE

The Commission of the City of Jackson, on 12/19/72, passed a resolution committing the City to a policy and procedure regarding compliance to affirmative hiring practices by contracting agencies doing business with the City of Jackson, effective 12/20/72.

The purpose of the policy and procedure is to ensure that all citizens of our community have the opportunity for the equality of treatment in service and employment.

The City requests that all bidders who will be doing business with the City in the amount of $5,000 or more during any fiscal year, shall comply with the provisions of the Contract Compliance Policy.

Bidders will be required to show an Equal Employment Opportunity Certificate of Compliance or demonstrate compliance with standards for equal employment opportunity established by state and federal statute.

City Council of Jackson, Michigan

CONTRACT COMPLIANCE

CERTIFICATION

Ayalin Civil, LLC certifies that he/she/it will not discriminate against any employee or applicant for employment with respect to hire, tenure, term, conditions, or privileges or employment because race, religion or national origin, color, age, sex, height, weight, marital status, sexual orientation, gender identity, and physical or mental handicap.

In connection with this commitment Ayalin Civil, LLC understands that he/she/it name will be reviewed by the State of Michigan, Department of Civil Rights for determination of its status as an awardable Bidder.

The undersigned hereby agrees that he/she/it will abide by the terms of any agreements made with the City of Jackson in order to achieve awardable status.

Dated: 4/17/24

By: Patrick Castelli
(Bidder's Name)

By: [signature]
(Signature)

By: Bid Coordinator
(Title)

13000 Newburgh
Address

Livonia
City

MI 48150
State and Zip

NON-DISCRIMINATION CLAUSE
FOR ALL CITY OF JACKSON CONTRACTS

In connection with the performance of this contract, the contractor agrees as follows:

1. The contractor will not discriminate against any employee/employer for employment because of race, religion or national origin, color, age, sex, height, weight, marital status, sexual orientation, gender identity, and physical or mental handicap. The contractor will take affirmative action to ensure that minority applicants are employed, and that employees are treated during employment without regard to their race, religion, color, national origin, age, sex, height, weight, marital status or handicap. Such action shall include, but not be limited to, the following: layoff or termination, rates of pay or other forms of compensation, selection for training, upgrading or promotion, transfer or recruitment.

2. The contractor will, in all solicitations or advertisements for employees placed by or on behalf of the contractor, state that all qualified applicants will receive consideration for employment without regard to race, religion, color, national origin, age, sex, height, weight, marital status or handicap. As a disclaimer, the contractor may state in the advertisement that he/she is an equal opportunity employer.

3. The contractor will furnish and file compliance reports with the City of Jackson as requested. Such reports shall elicit information as to the practices, policies, program and employment statistics for the contractor and said contractor shall permit access to all books, records and accounts regarding employment practices by agents and representatives of the City duly charged with investigative duties to assure compliance with this clause.

4. Breach of the covenants herein may be regarded as a material breach of the contract, or purchasing agreement.

5. The contractor will include, or incorporate by reference, the provisions of paragraphs (1) through (4) in every subcontract or purchase order unless exempted by the rules, regulations or orders of the Michigan Civil Rights Commission and will provide in every subcontract or purchase order that said provisions will be binding upon each subcontractor or seller.

EQUAL EMPLOYMENT OPPORTUNITY CERTIFICATION

The undersigned understands and agrees that, as a Contractor for services, there shall be no discrimination against any employee or applicant for employment because of race, religion or national origin, color, age, sex, height, weight, marital status, sexual orientation, gender identity, and physical or mental handicap, including but no limited to employment, upgrading, demotion, or transfer; recruitment or recruitment advertising; layoff or termination; rates of pay or other forms of compensation and selection for training.

The Contractor further agrees to the following:

(a) It will assist and actively cooperate with the City in obtaining compliance of any subcontractors with the equal opportunity rules, regulations, and relevant orders.

(2) It will furnish the City such information as might be required for the supervision of its compliance program, and will otherwise assist the City in the discharge of its responsibility for ensuring compliance.

(3) In the event that the Contractor fails or refuses to comply with the equal opportunity regulations, the City may cause to be canceled, terminated, or suspended in whole or in part the contractual arrangement between the City and the Contractor.

NAME OF BIDDER: Adelid Civil, LLC

ADDRESS: 13000 Newburgh
Livonia, MI 48150

SIGNED BY: Patricia Gatenci

TITLE: Bid Coordinator

DATE: 4/17/24

CERTIFICATION OF NONSEGREGATED FACILITIES

The bidder certifies that he does not maintain or provide for his employees any segregated facilities and do not permit his employees to perform their services at any location, under his control, where segregated facilities are maintained. The bidder certifies further that he will not maintain or provide for his employees any segregated facilities at any of his establishments, and that he will not permit his employees to perform their services at any location under his control where segregated facilities are maintained. The bidder agrees that a breach of this certification will be a violation of the Equal Opportunity clause in any contract resulting from acceptance of this bid. As used in this certification, the term "segregated facilities" means any waiting rooms, work areas, restrooms and washrooms, restaurants and other eating areas, time clocks, locker rooms and other storage or dressing areas, parking lots, drinking fountains, recreation or entertainment areas, transportation, and housing facilities provided for employees which are segregated by explicit directive or are in fact segregated on the basis of race, color, religion, or national origin, because of habit, local custom, or otherwise. The bidder agrees that (except where he has obtained identical certification from proposed subcontractors for specific time periods) he will obtain identical certification from proposed subcontractors prior to the award of subcontracts exceeding $10,000 which are not exempt from the provisions of the Equal Opportunity clause, and that he will retain such certifications in his files.

Dated: 4/17/24

By: Axis Civil, LLC
(Bidder's Name)

By: _____
(Signature)

By: Bid Coordinator
(Title)

13000 Newburgh
Address

Livonia
City

MI 48150
State and Zip

NON-COLLUSION AFFIDAVIT OF PRIME BIDDER

STATE OF MICHIGAN)
ss
COUNTY OF WAYNE)

Patrick Costelli, being first duly sworn, deposed and says that:

1. He is Bid Coordinator of, Adelli Civil, LLC the Bidder that has submitted the attached bid;

2. He is fully informed respecting the preparation and contents of the attached bid and of all pertinent circumstances respected such bid;

3. Such bid is genuine and is not a collusive or sham bid;

4. Neither the said Bidder nor any of its officers, partners, owners, agents, representatives, employees or parties in interest, including this affiant, has in any way colluded, conspired, connived or agreed, directly or indirectly with any other Bidder, firm or person to submit a collusive or sham bid in connection with the contract for which the attached bid has been submitted or to refrain from bidding in connection with such contract, or has in any manner, directly or indirectly, sought by agreement or collusion or communication or conference with any other Bidder, firm or person to fix the price or prices in the attached bid or of any other Bidder, or to fix any overhead, profit or cost element of the bid price or the bid price of any other Bidder, or to secure through any collusion, conspiracy, connivance or unlawful agreement any advantage against the City of Jackson or any person interested in the proposed contract; and

5. The price or prices quoted in the attached bid are fair and proper and are not tainted by any collusion, conspiracy, connivance or unlawful agreement on the part of the Bidder or any of its agents, representatives, owners, employees, or parties in interest, including this affiant.

Dated: 4-17-24 By: _____
(Company)

By: _____
(Title)

Subscribed and sworn to before me, a Notary Public, this 17th day of April, 2024.

Reno Belcher

Notary Public, Wayne County,
My commission expires: 7-6-2030

RENO BELCHER
NOTARY PUBLIC - STATE OF MICHIGAN
COUNTY OF WAYNE
MY COMMISSION EXPIRES JULY 6, 2030
ACTING IN THE COUNTY OF Wayne

SECTION C

Subcontractors

Each bidder shall indicate below the name, address, and a complete description of work to be performed by each subcontractor on this project and if they are a minority or woman owned business.

PRE CONSTRUCTION MEDIA (SBE) (WBE) FOR BROOKE CT W. BLOOMFIELD MI 48323 - VIDEO

BOX MASS TREE SVC 17045 GARVEY CHELSEA, MI 48118

WBENC SBE TOTAL TRAFFIC CONTROL 8340 PARKSIDE DR GRAND BLANC, MI 48439

NERLO CONSTRUCTION 4611 TECHNICAL DR MILFORD, MI 48381 - CEMENT

RIGHT TO KNOW
CONTRACTOR RELEASE FORM

I, Patrick Astemi an authorized representative of Axcess Civil, LLC am aware that as a requirement to perform work for the City of Jackson on a contractual basis, I must have provided my employees with the basic training requirements of the HAZARD COMMUNICATION STANDARD as prescribed by the Michigan Right to Know amendments to Act 154 of the Public Acts of 1974 (Act 80, Public Acts 1986), prior to starting any work for the City. While engaged in working for the City, I will continue to comply with Michigan Right to Know Law until completion of the contract.

I am aware that if I bring any hazardous chemical to the City's work place, I must have available the MSDS for these chemicals, in a place accessible to all employees in the work place. If necessary, due to the "special protection information" requirement stated on the MSDS for the chemicals, I will provide all employees with any special training, special protective clothing or equipment necessary to eliminate or lessen the possible exposure to the hazardous chemical or chemicals.

By execution of this Release, the contractor acknowledges that he and all subcontractors and suppliers, will comply with all requirements of the HAZARD COMMUNICATION STANDARD. Further, the contractor shall hold harmless from and indemnify the City against all claims, suits, actions, costs, counsel fees, expenses, damages, judgements or decrees, by reason of his failure, or the failure of any subcontractor, suppliers, or any person employed under said contractor to comply with the requirements of Act 154 of the Public Acts of 1974 as amended.

Dated 4/2/24

Signature

City of Jackson
Ethics Disclosure Form
Vendors and Contractors

Name PATRICK CASTELLI	Company ADELLI CIVIL, LLC
Telephone 734-464-2600	Email Address BIDS@ADELLICIVIL.COM

Contract or matter pending with the City:

REPLACEMENT OF MH'S & CONVERTS #2 & #4 ON HART MARVIN DRAIN

I, PATRICK CASTELLI, being duly sworn, and pursuant to City of Jackson Ordinance No. 2015-18, I hereby disclose and swear to the following (check all that apply and provide details below):

☐ I, or my company's owners, members, major shareholders, or corporate officers, have a financial interest in a contract or matter pending before Jackson City Council.

☐ A relative[1] or immediate family member[2] of myself or my company's owners, members, major shareholders, or corporate officers has a financial interest in a contract or matter pending before a City office, department, board, or commission.

☐ I, or my company's owners, members, major shareholders, or corporate officers, have an interest in real or personal property that is subject to a decision by the City regarding the purchase, sale, lease, zoning, property improvements, NOORPR or FVA registration, a development agreement, or a special tax designation or abatement.

Property address: _____

Property interest: _____

☐ An immediate family member or relative of myself or my company's owners, members, major shareholders, or corporate officers, has a financial interest in real or personal property that is subject to a decision by the City regarding the purchase, sale, lease, zoning, property improvements, NOORPR or FVA registration, a development agreement, or a special tax designation or abatement.

---

1 Relative means any spouse, domestic partner, great grandparents, step great grandparents, grandparents, step grandparents, sons, stepsons, daughters, step daughters, grandsons, step grandsons, granddaughters, step granddaughters, brothers, step brothers, sisters, step sisters, and in-laws of a Public Employee, the Mayor, an Elected Official, an Appointed Official, a member of a Board or Commission, a Contractor, or an Advisor of the City.

2 Immediate family member means a Public Employee, the Mayor, an Elected Official, an Appointed Official, a member of a Board or Commission, a Contractor, or an Advisor's spouse, domestic partner, individual who lives in the Public Employee's household or an individual claimed by a Public Employee or a Public Employee's spouse as a dependent under the United States Internal Revenue Code at 26 USC 1, et seq.

Property address: _____

Property interest: _____

☐ An immediate family member or relative of myself or my company's owners, members, major shareholders, or corporate officers, is employed by the City or making an application for employment to the City.

Relative name: _____

City Department: _____

☐ I, or my company's owners, members, major shareholders, or corporate officers, have made campaign contributions in the last year to a candidate running for elective office with the City.

Name of Candidate: _____

Amount of Campaign Contribution:

The following entities and persons have a financial interest in the contract or matter identified above:

_____

_____

_____

Additional information regarding any of the above:

_____

_____

_____

_____

☑ None of the above apply.

Dated: 4/17/24

Signature

Subscribed and sworn to before me, a Notary Public, this 17th day of April, 2024.

Reno Belcher

Notary Public, Wayne County,
My commission expires: 7-6-2030

RENO BELCHER
NOTARY PUBLIC - STATE OF MICHIGAN
COUNTY OF WAYNE
MY COMMISSION EXPIRES JULY 6, 2030
ACTING IN THE COUNTY OF Wayne

Certification Regarding
Debarment, Suspension, and Other Responsibility Matters

The prospective participant certifies, to the best of its knowledge and belief, that it and its principals:

(1) Are not presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from participation in transactions under federal nonprocurement programs by any federal department or agency;

(2) Have not, within the three year period preceding the proposal, had one or more public transactions (federal, state, or local) terminated for cause or default; and

(3) Are not presently indicted or otherwise criminally or civilly charged by a government entity (federal, state, or local) and have not, within the three year period preceding the proposal, been convicted of or had a civil judgment rendered against it:

(a) For the commission of fraud or a criminal offense in connection with obtaining, attempting to obtain, or performing a public transaction (federal, state, or local) or a procurement contract under such a public transaction;

(b) For the violation of federal or state antitrust statutes, including those proscribing price fixing between competitors, the allocation of customers between competitors, or bid rigging; or

(c) For the commission of embezzlement, theft, forgery, bribery, falsification or destruction of records, making false statements, or receiving stolen property.

I understand that a false statement on this certification may be grounds for the rejection of this proposal or the termination of the award. In addition, under 18 U.S.C. §1001, a false statement may result in a fine of up to $10,000 or imprisonment for up to five years, or both.

PATRICK CASTELLI BTD COORDINATOR
Name and Title of Authorized Representative

AVOCET CIVIL, LLC
Name of Participant Agency or Firm

Signature of Authorized Representative

4/17/24
Date

☐ I am unable to certify to the above statement. Attached is my explanation.

ATTACHED

REFERENCE QUESTIONNAIRE

Please answer the following questions completely.

1. Firm Name: _____
2. Established: Year_____ Number of Employees_____
3. Type of organization: Individual___ Partnership ___ Corporation ___ Other ___
4. Former name(s) if any, and year(s) in business

---

5. Include at least three (3) references of contacts for similar work performed over the last five years. Include: owner, contact person and phone number and description of work performed.

5.1 Company Name:_____
Address:_____
Phone:_____
Contact:_____
Type of Work:_____
Budget:_____

5.2 Company Name:_____
Address:_____
Phone:_____
Contact:_____
Type of Work:_____
Budget:_____

5.3 Company Name:_____
Address:_____
Phone:_____
Contact:_____
Type of Work:_____
Budget:_____

I certify that all of the information provided is true and answered to the best of my ability.

Signed RC _____ Name Patrick Casteel

Title BID COORDINATOR _____ Date 4/12/24

Responsible Contractor Ordinance

Below are twenty-nine (29) Responsibility Criteria that must be answered per the City's Responsible Contractor Ordinance. For each criterion provide a relevant response or attachments as required.

Answers to these criteria will not exclude any bidder from the bid process or ultimate award.

CRITERIA 1:	
COMPANY NAME:	Axiid Civil, LLC
ADDRESS:	13000 Deerborn
CITY, STATE, ZIP:	Livonia, MI 48150
TELEPHONE:	734-464-2600
OFFICERS:	
President: L. Douglas Axiid II	Email Address: will provide if low
Vice President: N/A	Email Address:
Secretary: N/A	Email Address:
Treasurer: N/A	Email Address:
CRITERIA 2:	
How many years has your organization been in business under your present firm name? 16	
PARENT COMPANY NAME:	Same as above
STREET ADDRESS:	
CITY, STATE, ZIP CODE:	
UNDER CURRENT MANAGEMENT SINCE (DATE):	2/10/2008

CRITERIA 3:

State and local licenses and license numbers held by your organization:

N/A

What are your formal training programs: a) apprentice/journeyman, b) other comparable formal training programs?

CRITERIA 4:

Confirmation that all subcontractors, employees and other individuals working on the construction project will maintain current applicable licenses required by law for all licensed occupations and professions. WE WILL VERIFY

CRITERIA 5:

Verification that the bidder is in compliance with all applicable state and federal laws and visa requirements regarding the hiring of non-US citizens, and disclosure of any work visas sought or obtained by the bidder, any of the bidder's subcontractors, or any of the bidder's employees or independent contractors, in order to perform any portion of the project.

WE ARE IN COMPLIANCE

CRITERIA 6 (ATTACHMENT REQUIRED)

Attach evidence of experience with construction techniques, trade standards, quality workmanship, project scheduling, cost control, management of projects of comparable size/complexity, and building codes by documenting the bidder's ability and capacity to perform the project. The bidder must identify those portions of the project it reasonably believes will be subcontracted and the names of the subcontractors.

CRITERIA 7 (ATTACHMENT REQUIRED)

Evidence of bonding capacity within the past twelve (12) months, that the applicant has financial resources to start up and follow through on the project(s) and to respond to damages in case of default as shown by written verification of bonding capacity equal to or exceeding the amount of the bidder's scope of work on the project. The written verification must be submitted by a licensed surety company rated "B+" (or better) in the current A.M. Best Guide and qualified to do business within the State of Michigan.

CRITERIA 8:

A list of all litigation and arbitrations currently pending and within the past five (5) years, including an explanation of each (parties, court/forum, legal claims, damages sought, and resolution).

☑ NONE

CRITERIA 9:

Disclosure of any violations of state, federal or local laws or regulations, including OSHA or MIOSHA violations, state or federal prevailing wage laws, wage and hour laws, worker's compensation or unemployment compensation laws, rules or regulations, issued to or against the bidder within the past five years.

☑ NONE

CRITERIA 10:

Disclosure of any debarment by any federal, state or local governmental unit and/or findings of non-responsibility or non-compliance with respect to any public or private construction project performed by the bidder.

☑ NONE

CRITERIA 11:

Proof of insurance, including certificates of insurance, confirming existence and amount of coverage for liability, property damage, workers compensation, and any other insurances required by the proposed contract documents.

Name:	CAN PROVIDE IF LOW
Type of Coverage:	
Telephone:	

Are you self-insured for Worker's Compensation Insurance? Yes ☐ No ☐

CRITERIA 12 (ATTACHMENT REQUIRED):

A statement regarding the bidder's staffing capabilities and labor sources including subcontractors and a verification from the bidder that construction workers will not be misclassified as independent contractors in violation of state or federal law.

CRITERIA 13:

Verification of an existing Fitness for Duty Program (drugs and alcohol) of each employee working on the proposed jobsite.

☐ Yes, we have a Fitness for Duty Program

☐ No, we do not have a Fitness for Duty Program

Additional Information:

CRITERIA 14:

A warranty statement regarding labor, equipment and materials.

WE WILL COMPLY WITH AND IN CONTRACT

CRITERIA 15:

A statement affirming that the firm will pay all craft employees that it employs on the project the current wage rates and fringe benefits as required under applicable federal, state, or local wage laws. WE WILL

CRITERIA 16:

A statement from the contractor or subcontractor acknowledging their obligation to comply with this Ordinance in each contract and subcontract. WE WILL COMPLY

CRITERIA 17:

A statement identifying what possible change orders could be necessary and what their approximate subsequent total costs would be.

CRITERIA 18:

Qualifications of management and supervisory personnel to be assigned by the bidder.

ATTACHED

CRITERIA 19 (ATTACHMENT REQUIRED):

References from individuals or entities the bidder has worked for within the last five (5) years including information regarding records of performance and job site cooperation.

CRITERIA 20:

Evidence of any quality assurance program used by the bidder and the results of any such program on the bidder's previous projects.

CRITERIA 21:

Assurance that all construction work for this project must proceed economically, efficiently, continuously and without interruption. WE WILL MAKE EVERY EFFORT

CRITERIA 22 (ATTACHMENT REQUIRED): A

A list of projects completed within the past five (5) years of comparable size/complexity, including dates, clients, approximately dollar value, and size. Documentation from these previous projects including but not limited to all extra costs relating to the bidder's timeliness, performance, quality of work, extension requests, contractual fines and penalties imposed, liens filed, history of claims for extra work and any contract defaults with an explanation of the reason for the default and how the default was resolved.

CRITERIA 23:

The ratio of masters or journeypersons to apprentices proposed to be used on the construction project job site, if apprentices are to be used on the project.

WILL PROVIDE IF LOW

Do you participate in the Registered Apprenticeship Programs that are registered with the United States Department of Labor Office of Apprenticeship or by a State Apprenticeship Agency recognized by the Office of Apprenticeship?

☑ Yes

☐ No

Additional Information:

(ATTACHMENT REQUIRED) Documentation of how the bidder assesses the skills and qualifications of any employees who do not have master or journeyperson certification or status, or are not participants in a Registered Apprenticeship Program.

CRITERIA 24 (ATTACHMENT REQUIRED)

Evidence of the bidder's worker's compensation Experience Modification Rating ("EMR"). Preference will be given to contractors and subcontractors who exhibit an EMR of 1.0 or less based on a three-year average.

CRITERIA 25:

All craft labor that will be employed by the firm for the project has completed at least the OSHA 10 hour training course of safety established by the U.S. Department of Labor, Occupational Safety & Health Administration.

WILL PROVIDE IF LOW ☐ Yes ☐ No

CRITERIA 26 (ATTACHMENT REQUIRED):

Documentation of master or journeyperson certification or status for masters and journeypersons to be used on the project, and the source of such certification or status

CRITERIA 27:

A statement from the bidder as to what percentage of its workforce can be drawn significantly from area residents because a goal of the City is to utilize, it is construction activities, local residents as much as is economically feasible while retaining the high quality of construction required for its construction activities, consistent with applicable law. The City will consider in evaluating which bids best serve its interests, the extent to which responsible and qualified bidders are able to achieve this goal.

CRITERIA 28 (ATTACHMENT REQUIRED): ABOVE IF LOW

Evidence of Equal Employment Opportunity Programs for minorities, women, veterans, returning citizens, and small businesses.

CRITERIA 29:

Assurance that the bidder is an equal opportunity employer and does not discriminate on the basis of race, sex, pregnancy, age, religion, national origin, marital status, sexual orientation, gender identity of expression, height, weight, or disability. **COMPANIES EQUAL EMPLOYMENT OPPORTUNITY STATEMENT:**

ATTACHED APPLICATION

Argin Civil, LLC

Print Firm Name/Principal

L. Douglas Argin II

Signature/Principal

4/17/24

Date

ANGLIN CIVIL LLC.

APPLICATION FOR EMPLOYMENT

An Equal Opportunity Employer

We do not discriminate on the basis of race, color, religion, national origin, sex, age, disability, or any other status protected by law or regulation. It is our intention that all qualified applicants be given equal opportunity and that selection decisions be based on job-related factors.

Answer each question fully and accurately. No action can be taken on this application until you have answered all questions. Use blank paper if you do not have enough room on this application. **PLEASE PRINT**, except for signature on back of application. In reading and answering the following questions, be aware that none of the questions are intended to imply illegal preferences or discrimination based upon non-job-related information.

Job Applied for_____ Today's Date _____

Are you seeking: Full-time ☐ Part-time ☐ Temporary ☐ When could you start work? _____

_____ _____

Last Name First Name Middle Name Telephone Number

_____

Present Street Address City State Zip Code

Are you 18 years of age or older? . . . . . Yes ☐ No ☐

(If you are hired, you may be required to submit proof of age.)

Social Security #_____ If hired, can you furnish proof you are eligible to work in the U.S.? Yes ☐ No ☐

Have you ever applied here before? Yes ☐ No ☐ If yes, when? _____

Were you ever employed here? Yes ☐ No ☐ If yes, when? _____

Have you ever been convicted of any law violation? (Include any plea of "guilty" or "no contest." Exclude minor traffic violations.) . . . . . Yes ☐ No ☐

If yes, give details _____

(A conviction will not necessarily disqualify an applicant for employment.)

If employed, do you expect to be engaged in any additional business or employment outside of our job? . . . . . Yes ☐ No ☐

If yes, give details _____

For Driving Jobs Only: Do you have a valid driver's license? . . . . . Yes ☐ No ☐

Driver's License Number _____ Class of License_____ State Licensed In _____

Have you had your driver's license suspended or revoked in the last 3 years? . . . . . Yes ☐ No ☐

If yes, give details: _____

List professional, trade, business or civic activities and offices held. (Exclude labor organizations and memberships which reveal race, color, religion, national origin, sex, age, disability or other protected status.) _____

_____

LIST NAME AND ADDRESS OF SCHOOLS	Number of Years Completed	Diploma/ Degree/ Certificate	Subjects Studied
High School or GED:			
College or University:			
Vocational or Technical:			

What skills or additional training do you have that relate to the job for which you are applying? _____

_____

What machines or equipment can you operate that relate to the job for which you are applying? _____

_____

ANGLINCIVIL

Construction Experience of key individuals

Steve Smith

- 15+ years' experience as a superintendent/project manager
- Experience in all aspects of construction

Ken O'Connor

- 7+ years' experience with Anglin Civil
- On-site foreman
- Specializes in Wetland Mitigation, Stream Restoration, and Embankment Stabilization

Mickey Clarke

- 15+ years' experience with Anglin Civil and Anglin Civil Constructors
- On-site foreman
- 30+ years' experience of underground utility construction/heavy civil construction

13000 Newburgh Road, Livonia, MI 48150
(248) 464-2600

A. LIST OF SUPERVISORY ROLES

The Anglin Civil LLC team carries a vast range of experience from years of service to diverse industry backgrounds.

Cody Blunt

- 10+ years' experience as an Estimator/Project Manager
- Specializes in Roadway Construction, Mass Earth Excavation, Concrete and Asphalt Paving, and Underground Utilities

Joseph Merolla

- 7+ years' experience as an Estimator/Project Manager
- 5+ years' working with Trimble surveying.
- Specializes in Wetland Mitigation, Stream Restoration, Embankment Stabilization, Boardwalks and Retaining Walls.

Brad Greff

- 25+ years' experience in Building Trades/ Heavy Civil Construction.
- 15+ years' experience as a Superintendent/Project Manager
- Specializes in Underground Utilities, Mass Earth Excavation, Box Culverts, Wetland Mitigation, Asphalt Paving and Sheet Piling.

Ken O'Connor

- 25+ years' experience as an Operator
- 20+ years as On-Site Foreman
- Specializes in Stream Restoration, Embankment Stabilization, Boardwalks, Concrete, Retaining Walls, and Sheet Piling.

Michael Clarke

- 40+ years' experience of Underground Utility Construction/Heavy Civil Construction
- 15+ years' experience with Anglin Civil and Anglin Civil Constructors
- Specializes in Wetland Mitigation, Embankment Stabilization, Box Culverts, Underground Utilities and Mass Earth Excavation.

Steve Smith

- 25+ years' experience as an Operator focused as a Finish Grader.
- 20+ years' experience as an onsite Superintendent
- Specializes in all aspects of construction from Roadway Construction, Mass Earth Excavation, Concrete and Asphalt Paving, and Underground Utilities.

2. References from individuals or entities the bidder has worked for within the last five (5) years including information regarding records of performance and job site cooperation.

1. Grosse Isle Taxiway
    a. $5,036,367.50
    b. Nicholas Makhlouf
    c. (734) 743-2215 - nmakhlouf@cscos.com
2. Canterbury West Rehabilitation
    a. $649,240.04
    b. Tim Waker – Chief Engineer Inspector – City of Farmington
    c. (248) 231-8572 – TDWaker@fhgov.com
3. Rogell & Lucas Drive - DTW
    a. $3,878,838.19
    b. Scott Emmons – Project Manager – OHM Advisors
    c. 734-466-4590 scott.emmons@ohm-advisors.com
4. ITC Trail – Phase 2
    a. $2,591,061.98
    b. Mark Koskinen – Project Manager – AECOM
    c. (248) 794-3905 - Mark.koskinen@aecom.com
5. Colonial and Venoy Parks
    a. $2,224,859.52
    b. Alice Bailey – Project Manager - ECT
    c. (734) 730-8832 – abailey@ECTINC.com
6. Clinton River Mouth Habitat Restoration
    a. $1,173,000.00
    b. Keith Kropfreiter Project Engineer- Detroit Area Office
    c. (313) 720-7883 - keith.e.kropfreiter@usace.army.mil
7. Wayne County Parks - Rouge River
    a. $4,074,276.00
    b. Alice Bailey Senior Engineer – Environmental Consulting & Technology, Inc.
    c. (734) 769-3004 Ext. 23322 - abailey@ectinc.com
8. Galloway Creek Ecosystem
    a. $2,700,000.00
    b. Phil Mlinarich - US Army Corps of Engineers – Detroit Area Office
    c. (313) 806-6731 - Philip.M.Mlinarich@usace.army.mil

3. Evidence of any quality control program used by the bidder and the results of any such program on the bidder's previous projects.

A. Sample CQCP can be found within the link below, CQCP are tailored to each project Anglin Civil is awarded to ensure the project specifics are outlined in detail to cover the intricacies of each project.

Contractor Quality Control Plan (CQCP) (cloud.microsoft)

4. A statement from the bidder as to any major subcontractors it expects to engage including the name, work.

A. Please see below plan at the time of bid for Anglin Civil Subcontract Engagement:

Name	Work Type

B. WORKPLACE SAFETY

1. Provide a copy of the bidder's safety program, and evidence of a safety-training program for employees addressing potential hazards of the proposed job site. Bidder must identify a designated qualified safety representative responsible for bidder's safety program who serves as a contact for safety related matters.

A. Sample Safety Policy can be found within the link below and Fully Copy of Sample Safety Policy included on the thumb drive included within this proposal:

Anglin Civil, L.L.C. "Safety Brings Us Home" (cloud.microsoft)

2. Provide the bidder's Experience Modification Rating ("EMR") for the last three consecutive years. Preference within this criterion will be given to an EMR of 1.0 or less based on a three-year average.

A. See attached EMR Statement.

3. For the last three years provide a copy of any documented violations and the bidder's corrective actions as a result of inspections conducted by the Michigan Occupational Safety & Health Administration (MIOSHA), U.S. Department of Labor – Occupational Safety and Health Administration (OSHA), or any other applicable safety agency.

A. Anglin Civil LLC the last three years encountered zero incidents or corrective actions based on MIOSHA inspections, the Department of Labor audits, or any other governing health and safety agencies.

D. CURRENT PROJECTS, VALUES, & PERCENT COMPLETE

1. Belle Isle Flatwoods - 97% Complete – Contract Amount - $3,022,157.59
2. Sherwood Park Restoration – 80% Complete - Contract Amount - $537,184.63
3. Belle and Lola Parks - 66% Complete - Contract Amount - $1,288,500.75
4. Davisburg Dam Removal - 45% Complete - Contract Amount - $4,197,137.08
5. AOC Levan Knoll Park Improvements – 24% Complete - Contract Amount - $2,683,390.00
6. Wheeler Pond Dredging - 1% Complete - Contract Amount - $1,262,267.87

E. CONTACT INFORMATION FOR PROJECT REFERENCES AND SUBCONTRACTORS

1. Belle Isle Flatwoods – Kevin Kowalk – 517.449.4329 – kkowalk@eaest.com
2. Sherwood Park Restoration – Alice Bailey - (734) 769-3004 Ext. 23322 - abailey@ectinc.com
3. Belle and Lola Parks - Alice Bailey - (734) 769-3004 Ext. 23322 - abailey@ectinc.com
4. Davisburg Dam Removal - Jason Plum - (231) 409-4885 Jason.Plum@Aecom.com
5. AOC Levan Knoll Park Improvements - Noel Mullett - (248) 207-4890 NMullett@ectinc.com
6. Wheeler Pond Dredging – Greg Bajuk (248) 454-6571 GBajuk@HRCengr.com

ANGLIN CIVIL

Equipment List- 1/3/2023

CAT- Wheel Loaders

MAKE	MODEL	TYPE
CAT	906H2/M (10)	Wheel Loader
CAT	908H2 (2)	Wheel Loader
CAT	IT38G	Wheel Loader
CAT	930M (2)	Wheel Loader
CAT	938G/H (3)	Wheel Loader
CAT	950G (8)	Wheel Loader
CAT	IT-62G	Wheel Loader
CAT	962K	Wheel Loader
CAT	966G (3)	Wheel Loader
CAT	966M (2)	Wheel Loader
CAT	972G/H/K/M (5)	Wheel Loader
CAT	980K/M (4)	Wheel Loader

CAT- Crawler Dozers

MAKE	MODEL	TYPE
CAT	D3K	Crawler Dozer
CAT	D5K2	Crawler Dozer
CAT	D6K	Crawler Dozer
CAT	D8	Crawler Dozer

CAT- Wheel Dozers

MAKE	MODEL	TYPE
CAT	824C (7)	Wheel Dozer

13000 Newburgh Road, Livonia, MI 48150
(248) 397-4200 FAX (888) 642-2030

ZERVOS GROUP, INC.
INSURANCE & BONDS

February 5th, 2024

Re: Workers Compensation - EMR
Anglin Civil, LLC
13000 Newburgh Rd
Livonia, MI 48150

To Whom It May Concern:

The Experience Modification Rate (EMR) for Anglin Civil is as follows:

Year	*Rate*
4/30/23 – 5/1/24	*0.91*
4/30/22 – 5/1/23	*0.93*
4/30/21 - 5/1/22	*0.94*
4/30/20 - 5/1/21	*0.95*

If you have any questions or need additional information, please feel free to contact our office.

Sincerely,

Michael G. Zervos
President of Operations

24724 Farmbrook Road • P.O. Box 2067 • Southfield, Michigan 48037-2067
(248) 355-4411 • Fax (248) 355-2175

ZERVOS GROUP, INC.
INSURANCE & BONDS

April 8, 2024

Anglin Civil, LLC
13000 Newburgh Road
Livonia, MI 48150

To Whom It May Concern,

We have had a working relationship with Anglin Civil, LLC for many years. Their surety company is RLI Insurance Company *(A.M. Best Rating A+ (Superior) Financial Size Category: XII and is listed in the Department of the Treasury's Circular 570 and is licensed to transact business in all states).* Anglin Civil, LLC has a $15,000,000 single limit and a $30,000,000 aggregate bonding limit. This program is to meet the contractor's every day needs and by all means, does not limit the contractor to any certain amount.

All of the principals related to this organization are well-experienced and highly capable individuals. It is our opinion that any project regardless of size or nature undertaken by this firm will be handled with dispatch and to the complete satisfaction of the owner.

We are confident that your investigation has confirmed the fact that Anglin Civil, LLC is an exceptionally well-managed and financially sound company; with a credit rating with all suppliers and subcontractors that is a model for the industry.

We would expect that the execution of any final bonds would be subject to a review of the final contract terms, conditions and financing by our client and RLI Insurance Company, as well as the satisfactory evaluation of the surety's normal underwriting requirements at the time the bond is requested.

Please do not hesitate to contact our office if we can be of further assistance.

Sincerely,

Angelo G. Zervos, Attorney-in-Fact

RLI INSURANCE COMPANY CORPORATE SEAL ILLINOIS

24724 Farmbrook Road • P.O. Box 2067 • Southfield, Michigan 48037-2067
(248) 355-4411 • Fax (248) 355-2175

POWER OF ATTORNEY

RLI Insurance Company
Contractors Bonding and Insurance Company

9025 N. Lindbergh Dr. Peoria, IL 61615
Phone: 800-645-2402

Know All Men by These Presents:

That this Power of Attorney is not valid or in effect unless attached to the bond which it authorizes executed, but may be detached by the approving officer if desired.

That **RLI Insurance Company** and/or **Contractors Bonding and Insurance Company**, each an Illinois corporation, (separately and together, the "Company") do hereby make, constitute and appoint:

Angelo G. Zervos, Courtney Saunders, jointly or severally

in the City of Coconut Creek, State of Florida its true and lawful Agent(s) and Attorney(s) in Fact, with full power and authority hereby conferred, to sign, execute, acknowledge and deliver for and on its behalf as Surety, in general, any and all bonds and undertakings in an amount not to exceed **Twenty Five Million** Dollars (**$25,000,000.00**) for any single obligation.

The acknowledgment and execution of such bond by the said Attorney in Fact shall be as binding upon the Company as if such bond had been executed and acknowledged by the regularly elected officers of the Company.

RLI Insurance Company and/or **Contractors Bonding and Insurance Company**, as applicable, have each further certified that the following is a true and exact copy of a Resolution adopted by the Board of Directors of each such corporation, and is now in force, to-wit:

"All bonds, policies, undertakings, Powers of Attorney or other obligations of the corporation shall be executed in the corporate name of the Company by the President, Secretary, any Assistant Secretary, Treasurer, or any Vice President, or by such other officers as the Board of Directors may authorize. The President, any Vice President, Secretary, any Assistant Secretary, or the Treasurer may appoint Attorneys in Fact or Agents who shall have authority to issue bonds, policies or undertakings in the name of the Company. The corporate seal is not necessary for the validity of any bonds, policies, undertakings, Powers of Attorney or other obligations of the corporation. The signature of any such officer and the corporate seal may be printed by facsimile."

IN WITNESS WHEREOF, the **RLI Insurance Company** and/or **Contractors Bonding and Insurance Company**, as applicable, have caused these presents to be executed by its respective Vice President with its corporate seal affixed this 19th day of May, 2023.

CONTRACTORS BONDING AND INSURANCE COMPANY CORPORATE SEAL ILLINOIS

RLI INSURANCE COMPANY CORPORATE SEAL ILLINOIS

RLI Insurance Company
Contractors Bonding and Insurance Company

By: _____
Barton W. Davis — Vice President

State of Illinois }
County of Peoria } SS

On this 19th day of May, 2023, before me, a Notary Public, personally appeared Barton W. Davis, who being by me duly sworn, acknowledged that he signed the above Power of Attorney as the aforesaid officer of the **RLI Insurance Company** and/or **Contractors Bonding and Insurance Company** and acknowledged said instrument to be the voluntary act and deed of said corporation.

By: _____
Catherine D. Geiger — Notary Public

CATHERINE D. GEIGER
OFFICIAL SEAL
Notary Public - State of Illinois
My Commission Expires
December 05, 2026

CERTIFICATE

I, the undersigned officer of **RLI Insurance Company** and/or **Contractors Bonding and Insurance Company**, do hereby certify that the attached Power of Attorney is in full force and effect and is irrevocable; and furthermore, that the Resolution of the Company as set forth in the Power of Attorney, is now in force. In testimony whereof, I have hereunto set my hand and the seal of the **RLI Insurance Company** and/or **Contractors Bonding and Insurance Company** this 8th day of April, 2024.

RLI Insurance Company
Contractors Bonding and Insurance Company

By: _____
Jeffrey D Fick — Corporate Secretary

09E8377020212

A0058D19

Michigan Department of Labor & Economic Growth

Filing Endorsement

This is to Certify that the ARTICLES OF ORGANIZATION (DOMESTIC L.L.C.)

for

ANGLIN CIVIL, LLC

ID NUMBER: E0341M

received by facsimile transmission on February 12, 2008 is hereby endorsed

Filed on February 13, 2008 by the Administrator.

The document is effective on the date filed, unless a subsequent effective date within 90 days after received date is stated in the document.

In testimony whereof, I have hereunto set my hand and affixed the Seal of the Department, in the City of Lansing, this 13TH day of February, 2008.

, Director

Bureau of Commercial Services

Sent by Facsimile Transmission 08044

BCS/CD-700 (Rev. 12/06)

MICHIGAN DEPARTMENT OF LABOR & ECONOMIC GROWTH
BUREAU OF COMMERCIAL SERVICES

Date Received

(FOR BUREAU USE ONLY)

This document is effective on the date filed, unless a subsequent effective date within 90 days after received is stated in the document.

Name: Charles W. [illegible], CPA

Address: 10291 E. GRAND RIVER, SUITE D

City: Brighton | State: MI | Zip Code: 48116

EFFECTIVE DATE:

Document will be returned to the name and address you enter above. If left blank document will be mailed to the registered office.

ARTICLES OF ORGANIZATION

For use by Domestic Limited Liability Companies

(Please read information and instructions on last page)

B

Pursuant to the provisions of Act 23, Public Acts of 1993, the undersigned execute the following Articles:

ARTICLE I

The name of the limited liability company is: ANGLIN CIVIL, LLC

ARTICLE II

The purpose or purposes for which the limited liability company is formed is to engage in any activity within the purposes for which a limited liability company may be formed under the Limited Liability Company Act of Michigan.

ARTICLE III

The duration of the limited liability company if other than perpetual is: _____

ARTICLE IV

1. The street address of the location of the registered office is:

39412 SPRINGWATER DRIVE (Street Address) NORTHVILLE (City), Michigan 48168 (ZIP Code)

2. The mailing address of the registered office if different than above:

_____ (Street Address or P.O. Box) _____ (City), Michigan _____ (ZIP Code)

3. The name of the resident agent at the registered office is: LOWELL D. ANGLIN, II

ARTICLE V (Insert any desired additional provision authorized by the Act; attach additional pages if needed.)

Signed this 12th day of FEBRUARY, 2008

(Signature(s) of Organizer(s))

LOWELL D. ANGLIN, II

(Type or Print Name(s) of Organizer(s))

ANGLINCIVIL

2/5/2024

To Whom it may concern,

Patrick Castelli, Bid Coordinator, at Anglin Civil is duly authorized to sign in the name of Anglin Civil, LLC

Respectfully,

L. Doug Anglin - President

Form **W-9**
(Rev. November 2017)
Department of the Treasury
Internal Revenue Service

Request for Taxpayer Identification Number and Certification

▶ Go to *www.irs.gov/FormW9* for instructions and the latest information.

Give Form to the requester. Do not send to the IRS.

Print or type. See Specific Instructions on page 3.

1 Name (as shown on your income tax return). Name is required on this line; do not leave this line blank.
Anglin Civil LLC

2 Business name/disregarded entity name, if different from above

3 Check appropriate box for federal tax classification of the person whose name is entered on line 1. Check only one of the following seven boxes.

☐ Individual/sole proprietor or single-member LLC ☐ C Corporation ☐ S Corporation ☐ Partnership ☐ Trust/estate

☑ Limited liability company. Enter the tax classification (C=C corporation, S=S corporation, P=Partnership) ▶ S

Note: Check the appropriate box in the line above for the tax classification of the single-member owner. Do not check LLC if the LLC is classified as a single-member LLC that is disregarded from the owner unless the owner of the LLC is another LLC that is not disregarded from the owner for U.S. federal tax purposes. Otherwise, a single-member LLC that is disregarded from the owner should check the appropriate box for the tax classification of its owner.

☐ Other (see instructions) ▶

4 Exemptions (codes apply only to certain entities, not individuals; see instructions on page 3):

Exempt payee code (if any) _____

Exemption from FATCA reporting code (if any) _____

(Applies to accounts maintained outside the U.S.)

5 Address (number, street, and apt. or suite no.) See instructions.
13000 Newburgh Road

Requester's name and address (optional)

6 City, state, and ZIP code
Livonia, MI 48150

7 List account number(s) here (optional)

Part I Taxpayer Identification Number (TIN)

Enter your TIN in the appropriate box. The TIN provided must match the name given on line 1 to avoid backup withholding. For individuals, this is generally your social security number (SSN). However, for a resident alien, sole proprietor, or disregarded entity, see the instructions for Part I, later. For other entities, it is your employer identification number (EIN). If you do not have a number, see *How to get a TIN*, later.

Note: If the account is in more than one name, see the instructions for line 1. Also see *What Name and Number To Give the Requester* for guidelines on whose number to enter.

Social security number
[ ][ ][ ] - [ ][ ] - [ ][ ][ ][ ]

or

Employer identification number
4 2 - 1 7 5 6 2 6 8

Part II Certification

Under penalties of perjury, I certify that:

1. The number shown on this form is my correct taxpayer identification number (or I am waiting for a number to be issued to me); and
2. I am not subject to backup withholding because: (a) I am exempt from backup withholding, or (b) I have not been notified by the Internal Revenue Service (IRS) that I am subject to backup withholding as a result of a failure to report all interest or dividends, or (c) the IRS has notified me that I am no longer subject to backup withholding; and
3. I am a U.S. citizen or other U.S. person (defined below); and
4. The FATCA code(s) entered on this form (if any) indicating that I am exempt from FATCA reporting is correct.

Certification instructions. You must cross out item 2 above if you have been notified by the IRS that you are currently subject to backup withholding because you have failed to report all interest and dividends on your tax return. For real estate transactions, item 2 does not apply. For mortgage interest paid, acquisition or abandonment of secured property, cancellation of debt, contributions to an individual retirement arrangement (IRA), and generally, payments other than interest and dividends, you are not required to sign the certification, but you must provide your correct TIN. See the instructions for Part II, later.

Sign Here | Signature of U.S. person ▶ [signature] Date ▶ 6-21-2018

General Instructions

Section references are to the Internal Revenue Code unless otherwise noted.

Future developments. For the latest information about developments related to Form W-9 and its instructions, such as legislation enacted after they were published, go to *www.irs.gov/FormW9*.

Purpose of Form

An individual or entity (Form W-9 requester) who is required to file an information return with the IRS must obtain your correct taxpayer identification number (TIN) which may be your social security number (SSN), individual taxpayer identification number (ITIN), adoption taxpayer identification number (ATIN), or employer identification number (EIN), to report on an information return the amount paid to you, or other amount reportable on an information return. Examples of information returns include, but are not limited to, the following.

- Form 1099-INT (interest earned or paid)
- Form 1099-DIV (dividends, including those from stocks or mutual funds)
- Form 1099-MISC (various types of income, prizes, awards, or gross proceeds)
- Form 1099-B (stock or mutual fund sales and certain other transactions by brokers)
- Form 1099-S (proceeds from real estate transactions)
- Form 1099-K (merchant card and third party network transactions)
- Form 1098 (home mortgage interest), 1098-E (student loan interest), 1098-T (tuition)
- Form 1099-C (canceled debt)
- Form 1099-A (acquisition or abandonment of secured property)

Use Form W-9 only if you are a U.S. person (including a resident alien), to provide your correct TIN.

If you do not return Form W-9 to the requester with a TIN, you might be subject to backup withholding. See What is backup withholding, *later.*

ANGLINCIVIL

2/5/2024

To Whom it may concern,

Cody Blunt, Estimator/Project Manager, at Anglin Civil is duly authorized to sign in the name of Anglin Civil, LLC

Respectfully,

L. Doug Anglin - President

ANGLINCIVIL

2/5/2024

To Whom it may concern,

Patrick Castelli, Bid Coordinator, at Anglin Civil is duly authorized to sign in the name of Anglin Civil, LLC

Respectfully,

L. Doug Anglin - President

JACKSON
Founded 1829

MEMO TO: Mayor and City Councilmembers

FROM: Jonathan Greene, City Manager

DATE: May 14, 2024

SUBJECT: Easement to Consumers Energy – Washington Avenue and Hupp Avenue.

Recommendation:

Approval of an easement to Consumers Energy for property needed on the northeast corner of Washington Avenue and Hupp Avenue, and authorization for the Mayor to sign the easement.

Attached is a report from Jon Dowling, City Engineer regarding the referenced easement.

I recommend approval. Your consideration and concurrence is appreciated.

JACKSON
Founded 1829

DEPARTMENTAL REPORT

MEMO TO: Jonathan Greene, City Manager

FROM: Jon Dowling, Engineer

DATE: May 14, 2024

RECOMMENDATION: Approval of an easement to Consumers Energy for property needed on the northeast corner of Washington Avenue and Hupp Avenue, and authorization for the Mayor to sign the easement.

ISSUE STATEMENT

The Michigan Department of Transportation (MDOT) is preparing a project to replace the South Cooper Street bridge over the Grand River. The current bridge was constructed in 1913, has exceeded its service life and is in need of replacement.

To prepare for the construction of the bridge, Consumers Energy needs to relocate their electrical. As part of the electrical work an extra pole and guy anchor needs to be installed on the northeast corner of Washington Avenue and Hupp Avenue.

The granting of this easement will have minimal impact on the City's use of this parcel.

DESCRIBE THE CONSEQUENCES

- If the City of Jackson grants the requested easements, construction of the bridge will proceed.
- If the City of Jackson does not grant the requested easements, the construction of a replacement bridge that meets current standards for non-motorized users will not be possible.

OWNERSHIP

Engineering is working with the City Attorney's Office in processing this easement to allow Consumers Energy to complete their work on schedule.

SOLUTION

The approval of the easement grant request will allow the construction of the electrical lines by Consumers Energy.

FACILITATE IMPLEMENTATION

Approval of an easement to Consumers Energy for property needed on the northeast corner of Washington Avenue and Hupp Avenue, and authorization for the Mayor to sign the easement.

ATTACHMENTS

1. Engineering Easement CE Hupp-Washiington Att

EASEMENT FOR ELECTRIC FACILITIES

SAP# 1069581349
Design# 11623879
Agreement# MI00000077099

CITY OF JACKSON, a Michigan municipal corporation, whose address 161 West Michigan Avenue, Jackson, Michigan 49201 (hereinafter "Owner")

for $1.00 and other good and valuable consideration [*exempt from real estate transfer tax pursuant to MCLA 207.505(f) and from State real estate transfer tax pursuant to MCLA 207.526(f)*] grants and warrants to

CONSUMERS ENERGY COMPANY, a Michigan corporation, One Energy Plaza, Jackson, Michigan 49201 (hereinafter "Consumers")

a permanent easement to enter Owner's land (hereinafter "Owner's Land") located in the City of Jackson, County of Jackson, and State of Michigan as more particularly described in the attached Exhibit A to construct, operate, maintain, inspect (including aerial patrol), survey, replace, reconstruct, improve, remove, relocate, change the size of, enlarge, and protect a line or lines of electric facilities in, on, over, under, across, and through a portion of Owner's Land (hereinafter "Easement Area") as more fully described in the attached Exhibit B, together with any pole structures, poles, or any combination of same, wires, cables, conduits, crossarms, braces, guys, anchors, transformers, electric control circuits and devices, location markers and signs, communication systems, utility lines, protective apparatus and all other equipment, appurtenances, associated fixtures, and facilities, whether above or below grade, useful or incidental to or for the operation or protection thereof, and to conduct such other activities as may be convenient in connection therewith as determined by Consumers for the purpose of transmitting and distributing electricity.

Additional Work Space: In addition to the Easement rights granted herein, Owner further grants to Consumers, during initial construction and installation only, the right to temporarily use such additional work space reasonably required to construct said lines. Said temporary work space shall abut the Easement Area, on either side, as required by construction.

Access: Consumers shall have the right to unimpaired access to said line or lines, and the right of ingress and egress on, over, and through Owner's Land for any and all purposes necessary, convenient, or incidental to the exercise by Consumers of the rights granted hereunder.

Trees and Other Vegetation: Owner shall not plant any trees within the Easement Area. Consumers shall have the right from time to time hereafter to enter Owner's Land to trim, cut down, and otherwise remove and control any trees, brush, roots, and other vegetation within the Easement Area. Consumers shall have the right from time to time hereafter to enter Owner's Land to trim, cut down, and otherwise remove and control any trees, brush, or other vegetation located outside of the Easement Area which are of such a height or are of such a species whose mature height that in falling directly to the ground could come into contact with or land directly above Consumers' facilities.

Buildings/Structures: Owner agrees not to build, create, construct, or permit to be built, created, or constructed, any obstruction, building, septic system, drain field, fuel tank, pond, swimming pool, lake, pit, well, foundation, engineering works, installation or any other type of structure over, under, or on said Easement Area, whether temporary or permanent, natural or man-made, without a prior written agreement executed by Consumers' Real Estate Department expressly allowing the aforementioned.

Ground Elevation: Owner shall not materially alter the ground elevation within the Easement Area without a prior written agreement executed by Consumers Real Estate Department allowing said alteration.

Exercise of Easement: Consumers' nonuse or limited use of this Easement shall not preclude Consumers' later use of this Easement to its full extent.

Ownership: Owner covenants with Consumers that they are the lawful fee simple owner of the aforesaid lands, and that they have the right and authority to make this grant, and that they will forever warrant and defend the title thereto against all claims whatsoever.

Successors: This Easement shall bind and benefit Owner's and Consumers' respective heirs, successors, lessees, licensees, and assigns.

Counterparts: This Easement may be executed simultaneously in two or more counterparts, each of which shall be deemed an original and all of which together shall constitute one and the same instrument. It is not necessary that all parties execute any single counterpart if each party executes at least one counterpart.

Date: _____ Owner: CITY OF JACKSON, a Michigan municipal corporation

_____
Signature
By: _____
Print name
Its: _____
Print title

Acknowledgment

The foregoing instrument was acknowledged before me in _____ County, _____,

on _____ by _____, _____ of the City of Jackson, a Michigan
Date Name Title

municipal corporation, on behalf of the corporation.

_____
Notary Public

_____
Print Name

_____ County, _____

Acting in _____ County

My Commission expires: _____

PROPERTY OWNERS MAIL SIGNED EASEMENT TO:
Alejandra Flores, JSC 113-8
Consumers Energy Company
1955 W Parnall Road
Jackson, MI 49201
ROW Manager: Michael Loper
Prepared By: Nicole Corts, 4/8/24

REGISTER OF DEEDS OFFICE USE ONLY
Return recorded instrument to:
Carrie J. Main, EP7-464
Consumers Energy Company
One Energy Plaza
Jackson, MI 49201

EXHIBIT A

Owner's Land

Land situated in the City of Jackson, County of Jackson, State of Michigan:

Lots 13, 14, 15, 16, 17, 18, 19, 20, 21 and 22, Block 53, Elm Grove Amended Addition, except land used for railroad purposes, being in the Northwest 1/4 of Section 2, Town 3 South, Range 1 West, according to the recorded plat thereof, as recorded in Liber 2 of Plats, Pages 50 and 51, Jackson County Records.

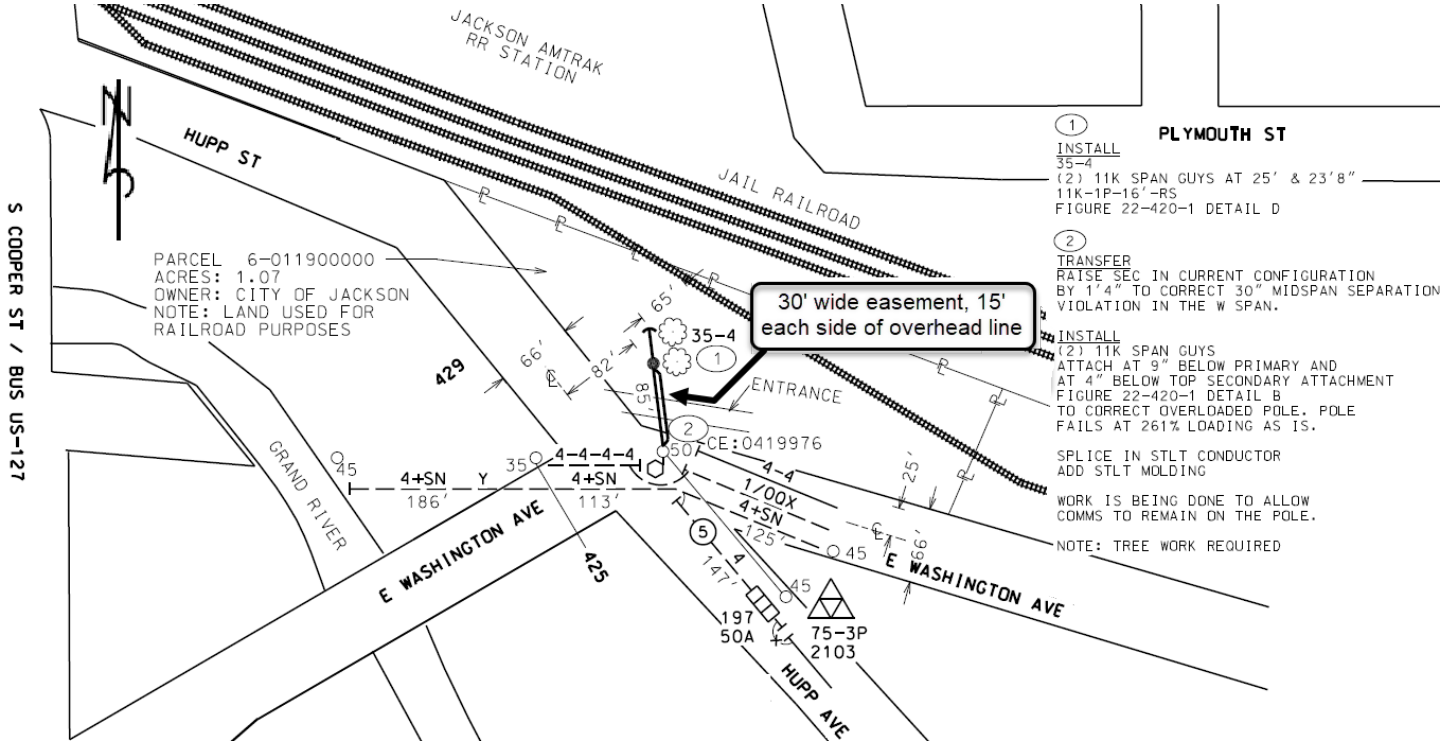
Also known as: East Washington Avenue, Jackson, Michigan 49203

Parcel ID: 6-011900000

EXHIBIT B

Easement Area

A 30.00-foot-wide strip of land, being 15.00 feet on each side of the centerline of the line constructed on Owner's Land, the centerline to be located approximately as shown in the attached drawing.



INSTRUCTION FOR SIGNING EASEMENTS

1. Sign document in **BLACK or DARK BLUE INK ONLY**
2. Notaries that are relatives may NOT notarize the project document.
3. Any changes/errors to document will be considered NULL and VOID. (NO WHITE OUT)
4. Failure to have correct notary will delay scheduling for project.
5. ALL BLANK lines need to have writing for both Notary and property owner.
    a. LANDOWNER is responsible for their signature, printed name and date (to the left)
    b. NOTARY is responsible for all information under Acknowledgment.
        i. Signature, printed name, commission expiration and acting/ representative counties.

EXAMPLE:

Date: _____ Owner:

SIGNATURE HERE

_____

John Doe

BOTH DATES MUST BE THE SAME

Acknowledgment

The foregoing instrument was acknowledged before me in _____ County, _____ (STATE),

on _____ by John Doe.



NOTARY STAMP/SEAL AREA ONLY

SIGNATURE HERE

_____

Notary Public

_____

Print Name

_____ County, _____ (STATE)

Acting in _____ County

My Commission expires: _____

JACKSON
Founded 1829

MEMO TO: Mayor and City Councilmembers

FROM: Jonathan Greene, City Manager

DATE: May 14, 2024

SUBJECT: Assessor Contract

Recommendation:

Approve a Professional Services Agreement in the total amount of $105,554.40 with Quality Assessing Services LLC for assessment services starting May 1, 2024, through April 30, 2025.

Contract renewal for assessing services

JACKSON
Founded 1829

DEPARTMENTAL REPORT

MEMO TO: Jonathan Greene, City Manager

FROM: Jason Yoakam

DATE: May 14, 2024

RECOMMENDATION: Approve a Professional Services Agreement in the total amount of $105,554.40 with Quality Assessing Services LLC for assessment services starting May 1, 2024, through April 30, 2025.

ISSUE STATEMENT

The assessing services contract expired on April 30, 2024. This agenda item is a request to continue assessing services for the City of Jackson.

DESCRIBE THE CONSEQUENCES

The assessor oversees and is responsible for assessing all taxable property in the jurisdiction as required under the General Property Tax Act.

OWNERSHIP

I am presenting this contract to ensure the City of Jackson continues to receive assessment administration services.

SOLUTION

I recommend approval of this contract

FACILITATE IMPLEMENTATION

Approve Professional Services Agreement in the total amount of $105,554.40 to Quality Assessing Services LLC for assessment services starting May 1, 2024 through April 30, 2025.

ATTACHMENTS

1. AssessorContract2024

CITY OF JACKSON
Founded 1829

City Assessor's Office
161 W. Michigan Ave. • Jackson, MI 49201
Phone: (517) 788-4033 • Facsimile: (866) 902-7891

MEMO TO: Mayor and City Councilmembers

FROM: Jason Yoakam, City Assessor

DATE: May 14, 2024

SUBJECT: Professional Services Agreement for Assessing Services

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Recommendation: Approve Professional Services Agreement in the total amount of $105,554.40 to Quality Assessing Services LLC for assessment services starting May 1, 2024 through April 30, 2025.

I recommend approval of the Professional Services Agreement. Your consideration is appreciated.

Attachments

DEPARTMENTAL REPORT

MEMO TO: Jonathan Greene, City Manager

FROM: Jason Yoakam, City

DATE: Assessor May 14, 2024

RECOMMENDATION: Recommend Adoption Professional Services Agreement

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SUMMARY

This would be a continuation of the previous Professional Service Agreement to continue providing assessing services in place of having an individual full time assessor. The change in contract amount is based on the 3% increase proposed for other city administrative staff. Besides the amount of pay and dates of this agreement no other contractual obligations have changed.

BUDGETARY CONSIDERATIONS

There is an requested increase in compensation to the contractor of 3%.

HISTORY, BACKGROUND and DISCUSSION

The city was willing to explore the cost savings of using a contract assessor and I believe it has paid off significantly. As your assessor I have gained a broader understanding of my profession and the tools I use to get the job done while simultaneously reducing the cost to operate the department. The city assessor's office is now fully staffed and I am excited to apply the lessons learned moving forward.

POSITIONS

Recommend adoption of Professional Service Agreement.

ATTACHMENTS: Professional Services Agreement

AGREEMENT FOR
PROFESSIONAL CONTRACTOR SERVICES

THIS AGREEMENT ("Agreement"), made and entered into this 14 day of May, 2024, by and between the **CITY OF JACKSON**, 161 W Michigan Ave, Jackson MI 49201, hereinafter referred to as **"City,"** and Quality Assessing Services LLC, PO Box 548, Jackson, MI 49283, hereinafter referred to as **"CONTRACTOR."**

WITNESSETH:

WHEREAS, it is the intent of the City to retain Contractor to perform the duties as its certified assessor as an independent contractor.

WHEREAS, Contractor retains qualified personnel with the proper State certification to act in that capacity for and on behalf of the City; and

WHEREAS, the parties wish, by this Agreement, to define their respective rights and responsibilities during the term of this Agreement.

NOW, THEREFORE, for and in consideration of the mutual covenants herein expressed, **IT IS HEREBY AGREED** by and between the parties hereto as follows:

SECTION I: BASIC SERVICES OF THE CONTRACTOR

The following are deemed services or requirements included in the compensation of the Contractor under Section III - Payment unless otherwise stated:

1.1 Performance By Appointed Assessor:

By approving this Agreement, City Council is appointing Jason Yoakam as the City Assessor. It is the parties' intent that Mr. Yoakam be employed solely by Contractor. The Contractor shall ensure that Mr. Yoakam has and maintains his assessor certification level of Michigan Master Assessing Officer (MMAO) during the term of this Agreement.

1.2 General Duties:

The Contractor shall be required to perform all duties of an assessor pursuant to Michigan statutes and laws, and all other rules and guidelines established for the proper performance of said position, and as same may be from time to time amended, while this agreement is in effect, and shall conduct and perform same in accordance with all applicable standards of professional conduct required of such assessors. Said duties shall include, but not be limited to, any and all requirements made effective or promulgated under Michigan Public Act 415 of 1994. In the event material changes in the laws, statutes, rules, guidelines during the term of this Agreement result in a substantial additional work burden on the Contractor, then the Contractor and City shall renegotiate the compensation paid pursuant to the terms and provisions of this Agreement. For purposes of this paragraph, the term "substantial additional work burden" shall be determined to exist by mutual agreement of the parties to this Agreement, provided, in the event the parties cannot agree as to whether a substantial additional work burden has been imposed upon the Contractor, then the parties shall select a mutually agreeable mediator who shall make such determination and whose

determination shall be final, however, said mediator shall not have authority to establish the amount of additional compensation, if any.

1.3 Office Hours:

During the term hereof, the Contractor shall maintain eight (8) office hours every two weeks at City Hall at the above address, as follows:

A. The Contractor shall devote eight (8) hours every two weeks to maintaining office hours at the City office for public appointments.
B. If specified office days of the Contractor fall on a day recognized as a holiday to City employees, then it will be recognized as a holiday by the Contractor, however, an alternate day may be substituted.

1.4 Public Relations/Customer Service:

The Contractor shall work with and advise property owners in the ad valorem taxation system in an attempt to eliminate adversarial situations and establish positive public relations. The parties acknowledge that holding specific office hours for the public is valuable in the process of providing high quality customer service. The City wants to ensure that members of the public and City staff that need information from the Contractor, or wish to speak to Contractor, are able to do so on a relatively convenient basis. In that regard, in addition to the hours specified in Paragraph 1.3, the Contractor agrees to meet with or contact residents and City staff members beyond normal office hours as appropriate to address their tax assessment-related concerns. Phone calls and answers to e-mails and faxes will be responded to in a timely manner, expected within 24 hours of receipt by the Contractor.

1.5 New Construction/Loss Adjustment:

During the term of this Agreement, the Contractor shall ensure all new construction and real estate improvements are physically observed through cooperation with the Zoning Administrator and will review all building permits. The Contractor shall obtain copies of the building permits from the Building Department. Likewise, the Contractor shall ensure that damaged or destroyed properties are physically observe with respect to the making of any loss adjustments as shall be necessary in the performance of contractor duties. To assist with this requirement, the City shall also supply the Contractor with a copy of all fire calls involving improved properties with permanent parcel number attached.

1.6 Economic Condition Factors (ECF):

During the term hereof, the Contractor shall review and prepare new land values and economic condition factors (ECF) by areas and apply these factors to property records so that the current assessment is reflected as 50% of true cash value on the assessment record.

1.7 "Proposal A" Requirements:

The requirements of Michigan Public Act 415 of 1994 and all related property tax reform legislation amendments and updates shall be followed and monitored as required. This includes by example, but is not limited to, the filing of all associated reports and forms to fulfill the following requirements:

A. Approve or deny homestead exemptions;
B. Track property transfer affidavits, matching them with deeds within 45 days of being filed;

C. Apportion the homestead portion of a combination-use building;
D. Determine the homestead status of parcels resulting when homestead parcels are split or combined; and
E. Calculate both assessed and tentative taxable values for all parcels, taking into consideration losses, new construction and replacement in any given year.

1.8 Assessment Roll Preparation and Records:

The Contractor shall enter the assessments onto the Ad Valorem assessment roll, specific tax rolls (IFTs, OPRAs, PILTs, TIFs, Tool & Die Renaissance Recovery Zone, etc.), and special assessment rolls and prepare the warrant authorizing the collection of taxes by the City Treasurer. Contractor shall prepare, obtain and maintain, as necessary or desirable, such property cards, photographs, measurements, sketches, records and documents to meet all requirements set by the City and/or the State of Michigan regarding such assessment rolls and shall organize same on a basis that will provide easy access and comprehension of the information contained in each respective file and regarding each respective roll.

1.9 Annual Reports:

The Contractor shall prepare a report annually summarizing the entire year that shall advise the City of the overall activities, progress, problems and corrective measures regarding the various aspects of the duties of the Contractor under this Agreement. The City shall have the right at any time to require the Contractor to make available to the City, within 48 hours of notice being provided, all records and documents developed and maintained by the Contractor under the terms of this Agreement for review and audit. All time spent in the preparation and presentation of such reports or in gathering and making information available to City by the Contractor shall be deemed a part of the services contracted under the terms and provisions of this Agreement.

1.10 Board of Review:

The Contractor shall have staff available for each of the two (2) March Board of Review sessions. (In the event the City chooses to hold additional meetings, the Contractor may choose to have a certified staff member in attendance in their absence.) March Board of Review sessions shall be scheduled as provided in the City Charter, within the time limits prescribed by law.

The Contractor shall provide adequate information to the Board of Review members as to how the assessments, capped and taxable values were determined to allow them to determine how best to decide a taxpayer's appeal.

The Contractor shall also attend and serve as secretary at the March, July and December Boards of Review. If the Contractor is unable to attend these sessions, however, the Contractor must supply the City Clerk with a written agenda for the Board of Review that contains the reasons for all recommended adjustments.

1.11 Sales and Appraisal Studies:

The Contractor shall prepare sales studies using available data and evaluate all equalization and/or appraisal studies and respond as appropriate.

1.12 Forms:

The Contractor shall file all forms fully completed with the Jackson County Equalization Department, State Tax Commission and other agencies and entities, as required, in a timely manner.

1.13 Defense of Appeals:

This Section shall apply to real and personal, IFT and ad valorem property tax appeals.

The City shall retain ultimate control of all litigation and settlement negotiations and Contractor shall operate under the direction of the City in any litigation regarding a tax appeal, including appeals to the Small Claims Division.

Any appeal to the Tax Tribunal will be referred to the City Attorney. If counsel shall desire the assistance of the Contractor in the defense of such appeals, additional fees for preparing necessary appraisals and/or consultation shall be reviewed in advance by the City and agreed upon on a case-by-case basis. The City may choose to retain the Contractor to prepare this report or may employ another firm to prepare a supportable and defensible report for an additional fee.

The Contractor shall defend all appeals to the Small Claims Division of the Michigan Tax Tribunal. This shall include, but not be limited to, filing necessary petitions, preparing and submitting such material, statistics and other information as is necessary to properly defend any such appeal, and appearing at all hearings and meetings as are required for the purpose of defending said appeal. City hereby authorizes Contractor, subject to approval by City Attorney, to settle where Contractor deems it appropriate or advisable any appeal. All the foregoing regarding appeals to the Small Claims Division is deemed to be included the services compensated pursuant to the terms and provisions of this Agreement.

In all other potential appeals to the Michigan Tax Tribunal or State Tax Commission, Contractor shall provide as part of the services included under the terms and provisions of this Agreement such time and effort as is necessary to properly provide to City information, documents, analysis and advice as may be required in the determination of the Contractor or the City to forestall the formal filing of an appeal or to settle a disputed case up to the date of the filing of a petition appealing a decision of the City or any of its agencies or boards to the Michigan Tax Tribunal or State Tax Commission. After the filing of said petition, the Contractor shall make the appointed assessor available to the City for such further assistance as is required by the City in the defense of such appeal. The Contractor shall make the appointed assessor available as an expert witness on behalf of the City in any proceedings. Mileage expenses for out-of-city travel required for appearance at Tax Tribunal hearings or State Tax Commission hearings shall be reimbursed at the rate per mile recognized by the Internal Revenue Service's allowance for business use of an automobile. In the event of the termination of this Agreement and the necessity for the services of the Contractor for purposes of consulting, review of information, analysis or expert testimony after the date of termination, the Contractor shall make the appointed assessor available, notwithstanding the termination of this Agreement, for assistance in the defense of such appeals, provided, same shall not apply to appeals filed in the Small Claims Division of the Michigan Tax Tribunal. Contractor shall keep the City Attorney informed of appeals and provide the City Attorney with any recommendation regarding said proceedings, the manner in which the same are to be handled, any proposed settlement and like advice if needed.

The provisions of Paragraph 1.13 regarding appeals shall be and are hereby incorporated regarding any appeal of a personal property tax assessment.

1.14 Reappraisal Program:

This contractor shall oversee the annual inspection of 20% (+/-) of the properties in each class. Physical inspection and pricing of the same shall be completed by the City employees at the direction of the Contractor. Should the City desire all properties to be re-inspected in less than a 5 year timeframe, there may be additional charges as well as a contract addendum pursuant to Section 5.1.

1.15 Personal Property Statements, Canvas and Audits:

The Contractor shall prepare and maintain the mailing list for personal property tax statements and maintain records for personal property including data entry and calculation of depreciated values and their extension within each statement. The Contractor shall conduct a personal property canvas to ensure equity among business owners within the City. The Contractor is required to perform random personal property audits when warranted by questionable data or lack of submitted data.

1.16 Equalization Increases:

The Contractor shall strive to eliminate across-the-board increases in property values by applying any increases received through the Jackson County Equalization Department to appropriate areas by using the economic condition factors hereinabove described, by adjustment of individual property assessments to 50% of true cash value, or as required by the State Tax Commission, in order to achieve maximum equity by class, and in accordance with the latest laws and regulations then in force. The Contractor shall represent the City when requested by the City Manager by attending any annual Jackson County equalization meetings.

1.17 Land Division Applications:

The Contractor shall assist City staff in reviewing land division applications.

1.18 Transportation and Equipment:

The Contractor shall provide all necessary transportation for contractor staff and field equipment to perform the services and meet the requirements of this Agreement.

1.19 Indemnification/Employment:

The parties hereto acknowledge that all personnel, except any current employees of the City, that may or might be utilized by the Contractor in the performance of its duties hereunder shall, for all purposes, be considered employees of the Contractor and not employees of the City. The Contractor shall be responsible for Workers' Compensation, Unemployment Compensation, state and federal withholding and payment of personnel. The Contractor shall indemnify the City and hold the City harmless from any claim, cause of action or other liability that may or might arise by virtue of any claim of any employee of the Contractor relating to his/her employment by Contractor.

1.20 Tax Increment Finance Authority:

The Contractor shall be responsible for the recording of any property value changes, new or loss, on the ad valorem assessment roll, specific tax rolls (IFTs, Commercial Rehab. District OPRAs,

PILTs, TIFs, Tool & Die Renaissance Recovery Zone, etc.) and special assessment rolls relating to the designation of properties as within the Downtown Development Authority (DDA) District boundaries.

1.21 Contractor's Recommendations:

On or before December 31, 2023, at the City manager's request, the Contractor shall prepare written recommendations and conclusions regarding the current state of the City's assessment rolls, by class, together with specific recommendations concerning actions which, in the opinion of the Contractor, should be taken in order to achieve maximum equity in the assessment rolls and compliance with all State Tax Commission rules, regulations and guidelines. Such report shall be submitted to the City manager for his review. Preparation and submission of such recommendations shall be a part of the Basic Services to be performed by the Contractor under this Agreement.

1.22 Security of Information:

If any documents, data, drawings, specifications, photographs, property cards, summaries, accounts, reports, software applications or other products or materials are held in the possession of the Contractor outside of the City offices, then Contractor shall be under an affirmative duty to provide adequate security to safeguard said materials from fire, theft and other hazards of a like nature or type, while same are in possession of the Contractor. This may include, but not be limited to, providing for a fire proof safe or vault in which to store same, preparing and holding duplicates of same in the possession of the Contractor, but separately or providing same to the City for possession. Said security measures shall be deemed a part of the Basic Services to be provided hereunder as part of the costs to be borne by the Contractor.

1.23 Special Assessments:

The Contractor is responsible for determination and conducting the preparation of special assessment rolls for City projects such as streets and meterless parking. The Contractor shall work with City departments and staff in the gathering and preparation of special assessments, and same shall be deemed part of the services required by this Agreement.

SECTION II: TERM OF AGREEMENT

2.1 Contract Period:

The Contractor shall commence performance of the services herein required on May 1, 2023. Unless sooner terminated, this Agreement shall, by its terms, expire April 30, 2024.

.

2.2 Mutual Right of Termination:

Either party may terminate this Agreement upon ninety (90) days written notice to the other. This right of termination is specifically exercisable at the sole discretion of either party, and requires no just cause or other reason or justification for the exercise thereof. The effective date of such termination shall be ninety (90) days from the date of mailing of such notice by certified mail/return receipt requested.

2.3 Termination for Cause or Breach:

Notwithstanding anything to the contrary on this Agreement, either party may immediately terminate this Agreement in the event of material breach by the other. In such case, either party may seek such remedies as shall be available, at law or equity.

2.4 Notice of Termination:

Upon receipt of notice of termination or upon termination of this Agreement by expiration of its term, the Contractor shall immediately deliver to the City copies of all data, paper and computer files, drawings, specifications, reports, value estimates, summaries and other information and materials as may have been accumulated by the Contractor in performing the Agreement, whether completed or in process and same shall be in unaltered form, readable by the City. In the event of the failure or refusal of the Contractor to forthwith deliver the above referenced materials, documents and files, City may seek a Circuit Court order compelling the production of same forthwith, and the Contractor herein expressly waives notice of hearing thereon agreeing that a mandatory injunction may immediately issue due to the fact that the failure to receive the stated materials, documents and files will result in irreparable harm to the City without leaving the City an adequate remedy at law, thereby entitling the City to an immediate judgment in its favor in this regard. City shall be entitled to damages from Contractor for any information, materials or documents which are turned over to City in unusable or altered form.

2.5 Amendment/Renegotiation:

Nothing herein contained shall be construed to limit or abrogate the rights of the parties to modify or amend this Agreement at any time hereafter, provided however, that no such amendment or modification shall be effective unless in writing and duly executed by both parties hereto, through their authorized representatives.

If the Agreement is not renewed or extended prior to its expiration date, and the City desires to have the Contractor continue on a month-to-month basis, the fee will be that which existed for the final month of the previous term, being April 1, 2024.

SECTION III: PAYMENT

3.1 Compensation for Basic Services:

During the term of this Agreement, which shall be from May 1, 2024 - April 30, 2025, unless sooner canceled or terminated under the provisions of Section II herein, the City agrees to pay to the Contractor for performance of the Basic Services set forth in Section I of this Agreement as follows:

During the period May 1, 2024 through April 30, 2025, the sum of $105,554.40 at a rate of $8,796.20 per month.

3.2 Proration of Payments on 90-Day Termination:

In the event this Agreement is terminated pursuant to Paragraph 2.2, City shall pay Contractor to the date of termination on a prorated daily basis for any part of a month for which services have been rendered by Contractor and for which no compensation has been received.

SECTION IV: CITY RESPONSIBILITIES

4.1 Basic Data:

The City shall provide access to Contractor to property description files as currently exist as of the date of execution of this Agreement, containing initial information such as property number, legal description, owner and address information, as well as all data that the City may possess concerning such properties (i.e. measurements, sketches, photographs, etc.).

4.2 Office Equipment:

The City shall provide the Contractor with appropriate tax parcel maps, office space and furniture, telephone, personal computer, printers, copying machine, fax machine, and office supplies (as defined in Paragraph 4.5) as reasonably needed during the duration of this Agreement. Contractor acknowledges that some of the equipment (i.e. fax, printers, copying machine) is shared among all administrative office personnel, and the Contractor will not have exclusive use of such equipment.

The Contractor shall have access, including remote access, to the City's computer network for the use of the following software products: BS&A, Microsoft Office, ARC Gis, and other applications already in use by the City Assessor's office. The City's Internet website will also have available on-line to the Contractor and the public the property record cards, digital photographs and tax payment information. The Contractor shall not download or upload any software to the City's network, except with the City's prior written approval. The Contractor shall be liable for any adverse consequence upon the City's computer network or function caused by any software introduced in the network by the Contractor without prior written consent of the City. Further, Contractor shall be liable for any act of negligence on the part of the Contractor in creating or causing an adverse consequence to the City's computer network.

The Contractor agrees that City equipment shall be used only for the purposes of fulfilling Contractor's obligations under this Agreement and shall not be used for personal reasons or to conduct other business not authorized under this Agreement.

4.3 Computer:

The City shall supply computer hardware, software and peripherals necessary to fulfill the Contractor's duties under this Agreement. The City will maintain the hardware, software and peripheral equipment through a regular maintenance program. The City will back up the system on a daily basis with alternate tapes, disks or any other generally accepted medium of methods that ensure the recovery of data. Any data loss not due to the negligence of the Contractor as a result of hardware or software malfunction will be replaced at the City's expense.

4.4 Map Maintenance/Tax Roll Printing:

The City shall continue the maintenance of tax maps through their GIS office and cooperation with Jackson County GIS in the maintenance of the parcel layer. Contractor will, when applicable, request approval from the Michigan Department of Treasury for continuation of computerized tax roll system.

4.5 Office Supplies:

The City shall provide the Contractor with office supplies, including computer paper, file folders, hanging folders, assessment notices and forms, postage and such other supplies as shall be necessary for the performance of Contractor's responsibilities hereunder.

4.6 Legal Counsel:

The City shall supply legal counsel, at its expense, for Small Claims, full Tax Tribunal hearings, and all other legal matters that are of proper concern to the City, should the need arise.

4.7 Staffing Levels:

The City shall maintain a staffing level at a minimum of 4 FTE's to ensure the assessing office has adequate staff to complete the 20% reappraisal program and daily processing of documents, permit's and special assessments.

SECTION V: REAPPRAISAL AND OTHER NON-BASIC SERVICES

5.1 Additional Services (Pricing/Reappraisal):

In the event that the City desires to implement some or all of the recommendations made by the Contractor as herein contemplated, the City may request and the Contractor shall provide such services as are desired by the City, provided however, an addendum to this Agreement, reduced to writing and executed by both parties, shall set forth the terms and provision under which the additional services shall be rendered. Such addendum shall specify the nature, extent and timetable for the performance of such additional services and establish the rate of compensation therefor.

5.2 Implementation/Responsibility:

The parties acknowledge that it shall be the sole responsibility of the City to determine the nature and extent of implementation of the Contractor's recommendations under this Section or any other additional, non-basic services. To that end, the City assumes responsibility for defense of any claim, cause of action or other proceeding that may or might be instituted by the Michigan State Tax Commission, or other entity, arising from any failure, or alleged failure, to implement such recommendations.

SECTION VI: MISCELLANEOUS PROVISIONS

6.1 Relationship Between City and Contractor:

In the fulfillment of the services provided herein the Contractor and its employees, agents and officers shall be at all times be deemed in a relationship of independent contractor to the City.

6.2 Indemnification/Insurance:

The Contractor shall secure and maintain general liability and property damage, unemployment, errors and omissions, workers' disability compensation, automobile liability and any other insurance required by law for the Contractor, or its employees, agents or officers as will protect him and the City from claims (including claims under the Workers' Compensation Acts) for bodily injury, death or property damage that may arise from its negligence or that of its employees in the performance of services under this Agreement or failure to properly perform its duties as described herein. The Contractor shall save the City harmless and defend and indemnify the City from any claims for bodily injury, death or property damage that may arise due to its acts or negligence or that of its employees in the performance of services under this Agreement or that arise from his error or omission to properly perform its duties as described herein. Contractor shall, however, have no liability arising out of adjustments to assessments or other actions by Contractor, the City's Board of Review and/or the Michigan Tax Tribunal if such adjustments or actions result from honest differences of opinion regarding the value of the subject property and if the Contractor established the assessment pursuant to professional assessment standards. The insurance policies shall be in such minimum amounts as shall from time to time be acceptable to the City or as set by the City.

A Certificate of Insurance incorporating such requirements and naming the City (and its officers and employees) as an Additional Insured Party and Certificate Holder along with a certificate showing its premium has been paid and a copy of the policy shall be filed each year with the City Clerk. Any such insurance policy shall provide that the City will be given at least thirty (30) days advance notice before cancellation of the policy. The coverages provided by the General Liability and Automobile Liability policies of the Contractor shall be primary to any insurance maintained by the City.

6.3 Non-Assignability:

The parties to this Agreement acknowledge that, inasmuch as the Agreement is in the nature of a Personal Services Contract, and as the City's decision to contract with the Contractor is based in part on the perceived expertise and ability of the Contractor, it is agreed that the Contractor's duties and obligations hereunder may not be assigned, transferred nor conveyed without the advance written approval of the City. Nothing in this Agreement shall prevent the Contractor from employing such employees or agents, as Contractor shall deem reasonably necessary to assist it in the performance of its obligations under this Agreement. Also, in the event that vacation, illness, injury or incapacity in any form, whether elective or imposed, should cause the appointed assessor to be unable to personally fulfill the terms and obligations of this Agreement for a period exceeding three (3) calendar weeks (21 days), Contractor shall provide the City, at its expense, a certified Level II Contractor to perform any and all such functions as required by this Agreement for the complete term of the appointed assessor's absence or incapacity. The City reserves the right to approve or reject, without cause and at its sole discretion, any Contractor designee named to "fill-in" for the contracted assessor for a period exceeding two (2) calendar months (60 days)..

6.4 Professional Standards:

The Contractor shall be responsible, to the highest levels of competency presently maintained by other practicing professional assessors and appraisers, for the professional and technical soundness, accuracy and adequacy of property valuations, drawings, property inspection data and all other work and materials furnished under this Agreement. At the time of commencement of performance, Contractor shall be properly certified, equipped, organized and financed to perform the services required by this Agreement. Subject to compliance with the requirements of this Agreement, the Contractor shall work independently.

6.5 Ownership of Documents:

All documents, data, drawings, specifications, photographs, property cards, summaries, accounts, reports, software applications and other information, products or materials produced or held by the Contractor, of whatsoever nature or type, in connection with this Agreement shall be the sole property of the City with the City having sole and exclusive right, title and interest in any and all records, compilation, documents, papers, maps or manuscripts pertaining to or prepared pursuant to this Agreement. All of the foregoing shall be forwarded to the City at its request and may be used by the City as it sees fit. The City agrees that if any of the foregoing prepared by the Contractor are used for purposes other than those intended by this Agreement, the City does so at its sole risk and agrees to hold Contractor harmless for such use. All services performed under this Agreement shall be conducted solely for the benefit of the City and will not be used for any other purpose by Contractor without written consent of the City. Any information relating to the services shall not be released without the written permission of the City. The Contractor shall act and preserve the confidentiality of all City documents and data accessed for use in Contractor's work products to the extent allowed or required by law. Any requests for information under the Freedom of Information Act shall be immediately forwarded to the City Attorney's office for a proper determination of the response to be provided.

6.6 Attorney's Fees:

In the event of material breach of this Agreement by either party, it is agreed that the non-defaulting party shall be permitted to recover, in addition to any other remedies as may be available to it, at law or at equity, all reasonable attorney's fees and costs incurred as a direct result or consequence of such breach.

6.7 Validity:

If any paragraph or provision of this Agreement shall be determined to be unenforceable or invalid by any court of competent jurisdiction, such provision shall be severed and the remainder of this contract shall remain in force.

6.8 Survival:

All express representations, indemnifications or limitations of liability made in or given in this Agreement shall survive the completion of all services of Contractor under this Agreement or the termination of the Agreement for any reason.

6.9 Controlling Law/Venue:

This Agreement is to be governed by the laws of the State of Michigan. It is mutually agreed that, in the event of any proceeding, at law or at equity, arising under this Agreement or breach thereof, that the venue of any such action shall be in the County of Jackson and the State of Michigan.

6.10 Authorization:

The respective signatories hereto expressly acknowledge that this Agreement is made and entered into with full authority of the City of Jackson's City Council and Quality Assessing Services LLC. and that the persons executing this Agreement on behalf of the respective parties have been duly authorized and empowered to make and enter into this Agreement by said City Council and said Contractor.

6.11 Covenant Not To Discriminate:

Contractor agrees not to discriminate against an employee or applicant for employment with respect to hire, tenure, terms, conditions or privileges of employment, or a matter directly or indirectly related to employment, because of race, color, religion, national origin, age, sex, height, weight, or marital status and to comply with all other State and Federal laws, including but not limited to the Americans with Disabilities Act. Contractor further agrees that any services, programs and activities delivered pursuant to this Agreement shall be delivered without discrimination on the basis of disability, in accordance with the Americans with Disabilities Act and Rules promulgated pursuant thereto.

IN WITNESS WHEREOF, the parties hereto have set their hands and seals the day and year first above written.

City of Jackson:

By: _____

_____, City Manager

By: _____

_____, City Clerk

Quality Assessing Services LLC.

By: _____
Jason Yoakam Owner

JACKSON
Founded 1829

MEMO TO: Mayor and City Councilmembers

FROM: Jonathan Greene, City Manager

DATE: May 14, 2024

SUBJECT: Funding Letters for Pension Systems

Recommendation:

Receive the actuarial valuations as of June 30, 2023, for the Act 345 Policemen's & Firemen's Retirement Plan, the Employees Retirement System, and the Policemen's and Firemen's Retirement System, and approve the actuarial funding necessary for the fiscal year 2024-2025.

Attached is a report from Heather Ehnis, Finance Director, regarding funding necessary for the fiscal year 2024-2025 per the actuarial valuations for the retirement systems.

I recommend approval of the funding letters. Your consideration and concurrence is appreciated.

JACKSON
Founded 1829

DEPARTMENTAL REPORT

MEMO TO: Jonathan Greene, City Manager

FROM:

DATE: May 14, 2024

RECOMMENDATION: Receive the actuarial valuations as of June 30, 2023, for the Act 345 Policemen's and Firemen's Retirement Plan, the Employees Retirement System, and the Policemen's and Firemen's Retirement System, and approve the actuarial funding necessary for the fiscal year 2024-2025.

ISSUE STATEMENT

Each year, the three City retirement systems (Act 345 Policemen's and Firemen's Retirement Plan, Employees Retirement System, and the Policemen's and Firemen's Retirement System) are required to certify to the City Council, for approval, the recommended contribution amounts to be made by the City to be paid into the funds.

DESCRIBE THE CONSEQUENCES

The City is required by Act 345 of 1937 of Michigan (Act 345) statute, the City of Jackson Code of Ordinances (Employees Retirement System), and the Jackson City Charter (Policemen's and Firemen's Retirement System) to fund the systems.

The actuarial funding amounts for the City (employer contributions) recommended by the actuary, Gabriel Roeder Smith and Company, and approved by the pension boards are as follows:

Act 345 Policemen's and Firemen's Retirement Plan	$6,129,381
Employees Retirement System	$1,347,820
Policemen's and Firemen's Retirement System	$ 56,955

OWNERSHIP

The pension system boards are responsible for receiving and approving actuarial valuations performed as of the end of each fiscal year to measure the pension systems' funding progress. These valuations determine the employer contribution rate for the next fiscal year-end (July 1, 2024, through June 30, 2025), and determine the actuarial information for Governmental

Accounting Standards Board (GASB) Statement No. 67. The Finance Department staffs the three pension systems and submits the valuation results each year to the City Council.

SOLUTION

Requested action by the City Council is to approve the amounts of the City's contributions to the pension systems.

FACILITATE IMPLEMENTATION

Receive the actuarial valuations as of June 30, 2023, for the Act 345 Policemen's & Firemen's Retirement Plan, the Employees Retirement System, and the Policemen's and Firemen's Retirement System, and approve the actuarial funding necessary for the fiscal year 2024-2025.

ATTACHMENTS

1. Funding letters_2024-05-14
2. 2023 345
3. 2023 ERS
4. 2023 P&F

CITY OF
JACKSON
Founded 1829

Act 345 Policemen's & Firemen's Retirement Plan

161 W. Michigan Ave. • Jackson, MI 49201
Phone: (517) 768-6382 • Facsimile: (877) 509-5389

May 14, 2024

The Honorable Mayor and
Members of the City Council
Jackson, Michigan

In accordance with Rule 15.1 of the City of Jackson Act 345 Retirement System, the Board of Trustees must certify to the City Council each year the amount of public funds needed to meet the requirements for annuities, benefits and other payments of the Retirement System for the ensuing fiscal year.

The adopted actuarial valuation of June 30, 2023 recommends that the 2024/25 contribution be as follows:

Employer (City) Contribution at 103.94% of payroll $6,129,381

The computed employer contribution for the fiscal year ending June 30, 2025 is $6,129,381 or 103.94% of total gross payrolls of the Police and Fire Department employees who are members of the Act 345 Retirement System. This is an increase of $207,084 from the fiscal year ending June 30, 2024 contribution amount of $5,922,297 which was 97.88% of total gross payrolls.

The return on actuarial value for the fiscal year was 6.37% compared to the assumed rate of return of 6.00%. The prior fiscal year's return on actuarial value was 5.4 % compared to the assumed rate of 6.00%

As of the valuation date, the Unfunded Actuarial Accrued Liability (UAAL) was $25,271,383 and the funded ratio (the ratio of the Actuarial Value of Assets to the Actuarial Accrued Liability) was 69.7%. At the time of last year's valuation, the UAAL was $28,748,288 and the funded ratio was 65.6%.

The City is presently levying 8.6081 mills to finance the Act 345 Retirement System. The tentative millage rate required to meet the recommended City contribution for the fiscal year 2024/2025 is 8.4500 mills.

The Board of Trustees of the City of Jackson's Act 345 Retirement System hereby certifies to the City Council the amount of appropriation needed to operate said retirement system.

Sincerely,

Jason Ganzhorn
Chairman

JG/sms

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CITY OF JACKSON
Founded 1829

Employees Retirement System

161 W. Michigan Ave. • Jackson, MI 49201
Phone: (517) 768-6382 • Facsimile: (877) 509-5389

May 14, 2024

The Honorable Mayor and
Members of the City Council
Jackson, Michigan

In accordance with the Jackson City Code, Chapter 2, Section 2.534, the Board of Trustees of the City of Jackson Employees Retirement System shall annually certify to the City Council the contributions necessary to meet the requirements for annuities, benefits and other payments of the Retirement System for the ensuing fiscal year.

The adopted actuarial valuation of June 30, 2023 recommends that the 2024/25 contribution be as follows:

Employer (City) Contribution at 12.04 % of payroll $1,347,820

The computed employer contribution for the fiscal year ending June 30, 2025 is $1,347,820 or 12.04% of expected covered payroll. This is an increase of $281,360 from the fiscal year ending June 30, 2024, which had a contribution amount of $1,066,460 or 10.18% of covered payroll.

The return on actuarial value for the fiscal year was 6.3% compared to assumed rate of return of 6.45%. The prior fiscal year's return on actuarial value was 5.2% compared to assumed rate of return of 6.85%.

As of the valuation date, the Unfunded Actuarial Accrued Liability (UAAL) is $15,583,266 and the funded ratio (the ratio of the Actuarial Value of Assets to the Actuarial Accrued Liability) is 74%. At the time of last year's valuation, the UAAL was $13,158,822, and the funded ratio was 76.7%.

The Board of Trustees of the City of Jackson Employees Retirement System hereby certifies to the City Council the amount of appropriation needed to operate the retirement system.

Sincerely,

Jonathan Greene, Chairman
City of Jackson Employees Retirement System

JG/ss

CITY OF JACKSON
Founded 1829

Policemens & Firemens Retirement System

161 W. Michigan Ave. • Jackson, MI 49201
Phone: (517) 768-6382 • Facsimile: (877) 509-5389

May 14, 2024

The Honorable Mayor and
Members of the City Council
Jackson, Michigan

In accordance with Serial Section 231, Section 19(f) of the City Charter, the Board of Trustees of the City of Jackson Policemen's & Firemen's Pension Fund must certify to the City Council each year the amount of public funds needed to meet the requirements for said Fund for the ensuing fiscal year.

The adopted actuarial valuation of June 30, 2023 recommends that the 2024/25 contribution be as follows:

Employer (City) Contribution $56,955

The computed employer contribution for the fiscal year ending June 30, 2025 is $56,955. This compares with the employer contribution for the fiscal year ending June 30, 2024 of $274,544 –a decrease of $217,589.

The return on actuarial value for the fiscal year was 9.5% compared to the assumed rate of return of 6.0%. The prior fiscal year's return on actuarial value was 4.7%.

As of the valuation date, the Unfunded Actuarial Accrued Liability (UAAL) is $397,147 and the funded ratio (the ratio of the Actuarial Value of Assets to the Actuarial Accrued Liability) is 89.5%. At the time of last year's valuation, the UAAL was $1,146,773 and the funded ratio was 75.5%.

The Board of Trustees of the City of Jackson's Policemen's and Firemen's Pension Fund hereby certifies to the City Council the amount of $56,955 as the appropriation needed to operate said Fund in accordance with the City Charter and the State Constitution and per the computations of the actuary for the Fund.

Sincerely,

Jason Ganzhorn, Chairman
City of Jackson Policemen's and Firemen's Pension Fund

JG/sms

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City of Jackson Act 345 Policemen and Firemen Retirement System

Actuarial Valuation Report
as of June 30, 2023



Outline of Contents
Actuarial Valuation Report as of June 30, 2023

Pages	Items
- -	Cover Letter
1-5	**Executive Summary**
	Valuation Results and Comparative Information
A-1	Funding Objective and Contribution Rates
A-2	Contributions to Fund Benefits
A-3	Determining Employer Dollar Contributions
A-4	Experience Gain (Loss)
A-5	Development of Actuarial Value of Retirement System Assets
A-6	Valuation Results Comparative Schedule
A-7	Funded Ratio Projection
A-8	Projected Future Employer Contribution Schedule
A-9	Summary Statement of System Resources and Obligations
A-10	Other Observations
A-11/12	Risk Measures
A-13	Low-Default-Risk Obligation Measure
	Summary of Benefit Provisions and Valuation Data
B-1/4	Summary of Act 345 Benefit Conditions
B-5/7	Retired Life Data
B-8/9	Active Members Data
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	Funding Objective, Summary of Valuation Process, Methods and Assumptions
C-1/2	Basic Funding Objective and Operation of the Retirement System
C-3/4	Actuarial Valuation Process
C-5/6	Actuarial Cost Method
C-7/11	Actuarial Assumptions Used for the Valuation
C-12	Miscellaneous and Technical Assumptions
C-13	Glossary

800.521.0498 | P: 248.799.9000 | www.grsconsulting.com

January 25, 2024

Board of Trustees
City of Jackson Act 345 Policemen and
Firemen Retirement System
Jackson, Michigan

Re: City of Jackson Act 345 Policemen and Firemen Retirement System Actuarial Valuation as of June 30, 2023

Dear Board Members:

The results of the June 30, 2023 Annual Actuarial Valuation of the City of Jackson Act 345 Policemen and Firemen Retirement System are presented in this report.

This report was prepared at the request of the Board and is intended for use by the Retirement System and those designated or approved by the Board. This report may be provided to parties other than the System only in its entirety and only with the permission of the Board. GRS is not responsible for unauthorized use of this report.

The purposes of the valuation are to measure the System's funding progress and to determine the employer contribution rate for the fiscal year ending June 30, 2025 (beginning July 1, 2024). Information required by Statement Nos. 67 and 68 of the Governmental Accounting Standards Board (GASB) are provided in separate reports. This report should not be relied on for any purpose other than the purposes described herein. Determinations of financial results associated with the benefits described in this report for purposes other than those identified above may be significantly different.

The contribution amount in this report is determined using the actuarial assumptions and methods disclosed in Section C of this report. This report includes risk measures on pages A-11 and A-12 but does not include a more robust assessment of the risks of future experience not meeting the actuarial assumptions. Additional assessment of risks was outside the scope of this assignment. We encourage routine review and assessment of investment and other significant risks that may have a material effect on the System's financial condition.

This valuation assumed the continuing ability of the plan sponsor to make the contributions necessary to fund this plan. A determination regarding whether or not the plan sponsor is actually able to do so is outside our scope of expertise and was not performed.

This report was prepared using our proprietary valuation model and related software which, in our professional judgment, has the capability to provide results that are consistent with the purposes of the valuation and has no material limitations or known weaknesses. We performed tests to ensure that the model reasonably represents that which is intended to be modeled.

The findings in this report are based on data and other information through June 30, 2023. This valuation was based upon information furnished by the City, concerning Retirement System benefits, financial statements, plan provisions and active members, terminated members, retirees and beneficiaries. We checked for internal reasonability and year-to-year consistency, but did not audit the data. We are not responsible for the accuracy or completeness of the information provided by the System Administrator.

The actuarial methods and assumptions used in the valuation are summarized in Section C of this report. The assumptions are established by the Retirement System's Board of Trustees after consulting with the actuary. The actuarial assumptions used for the valuation produce results which, individually and in the aggregate are reasonable. The combined effect of the assumptions, excluding prescribed assumptions or methods set by law, is expected to have no significant bias (i.e., not significantly optimistic or pessimistic).

This report has been prepared by actuaries who have substantial experience valuing public employee retirement systems. To the best of our knowledge, the information contained in this report is accurate and fairly presents the actuarial position of the System as of the valuation date. All calculations have been made in conformity with generally accepted actuarial principles and practices, and with the Actuarial Standards of Practice issued by the Actuarial Standards Board.

James R. Sparks, Derek Henning and Abra D. Hill are Members of the American Academy of Actuaries (MAAA) and meet the Academy's Qualification Standards to render the actuarial opinions contained herein.

The signing actuaries are independent of the plan sponsor.

Gabriel, Roeder, Smith & Company will be pleased to review this valuation report with the Board of Trustees and to answer any questions pertaining to the valuation.

Respectfully submitted,
Gabriel, Roeder, Smith & Company

James R. Sparks, ASA, FCA, MAAA

Derek Henning, ASA, EA, FCA, MAAA

Abra D. Hill, ASA, FCA, MAAA

JRS/DH/ADH:dj

C1115

EXECUTIVE SUMMARY

Executive Summary

Valuation Date	June 30, 2022	June 30, 2023
Contribution for Fiscal Year Ending	June 30, 2024	June 30, 2025
Assumed Investment Rate of Return	6.00%	6.00%
Recommended Employer Contributions		
Annual Amount	$ 5,922,297	$ 6,129,381
Percentage of Projected Covered Payroll	97.88%	103.94%
Membership		
Number of		
Active Members	77	74
Retirees and Beneficiaries	178	181
Inactive, Non-retired Members	4	5
Total	259	260
Total Active Member Payroll	$ 5,703,179	$ 5,585,391
Total Pensions Being Paid	$ 5,573,595	$ 5,693,574
Assets		
Market Value	$52,454,860	$57,284,886
Actuarial Value	54,938,592	58,138,487
Return on Market Value	(10.52%)	9.79%
Return on Actuarial Value	5.40%	6.37%
Ratio - Actuarial Value to Market Value	104.7%	101.5%
Actuarial Information		
Normal Cost %	16.29%	16.16%
Actuarial Accrued Liability (AAL)	$83,686,880	$83,409,870
Unfunded Actuarial Accrued Liability (UAAL)	28,748,288	25,271,383
Funded Ratio	65.6%	69.7%
Amortization Period (Active UAAL as of 6/30/2015)	7 years	6 years
Amortization Period (Retired UAAL as of 6/30/2015)	3 years	2 years
Amortization Period (Future (Gains)/Losses on UAAL)	15 years	15 years

Highlights/Changes

- Experience during the year was near expectations. In aggregate, experience was slightly more favorable than expected.
  - Experience gains occurred in the following risk areas:
    - Investment return for the year was 9.79% on a market value basis. The rate of return on an Actuarial Value of Assets basis was 6.37% vs. 6.00% assumed, resulting in a small gain.
    - Pay increases for returning active members were slightly lower than assumed.
  - Experience losses occurred primarily as a result of lower retiree mortality than expected for the year.
- Assumption changes as a result of the 2017-2022 Experience Study slightly increased liabilities.
- The computed Recommended Employer Contribution for the fiscal year that ends on June 30, 2025 (begins July 1, 2024) is $6,129,381. Based upon the Board's current layered amortization schedule, future Recommended Employer Contributions are anticipated to decrease significantly (roughly halve) after the completion of the shortest remaining UAAL amortization layer (after June 30, 2026).

The Executive Summary gives an overview of the report. It cannot be used as a substitute for a thorough reading of the full report.

Executive Summary

Actuarial Valuation

This report presents the actuarial valuation of the City of Jackson Act 345 Policemen and Firemen Retirement System prepared as of June 30, 2023. Valuations are prepared annually.

The primary purposes of the valuation report are to measure the System's liabilities, to determine the required employer contribution rate based upon the System's funding policy and to analyze changes in the System's actuarial position.

In addition, the report provides summaries of the member data, financial data, plan provisions, and actuarial assumptions and methods.

Financing Objectives

The System is supported by member contributions, employer contributions, and net earnings on the investments of the fund. The employer contribution is determined by the actuarial valuation.

The combined member and employer contributions are intended to be sufficient to pay the normal cost and to amortize the Unfunded Actuarial Accrued Liability (UAAL). The UAAL as of June 30, 2023 is financed over multiple level percent of pay closed periods of no greater than 15 years. Unfunded liabilities associated with experience deviations, benefit changes, or assumption changes in future years are to be amortized over a closed period not exceeding 15 years beginning with the valuation year in which they arise. The sources and financing of the UAAL are shown on page A-2.

Amortization Policy

In conjunction with the Funding Policy Study dated April 11, 2016, the Board approved an alternate funding policy. The newly adopted funding policy reduced the 20-year open level percent of pay amortization for the Active UAAL as of 6/30/2015 to a 15-year closed amortization period. The 12-year closed amortization period for the Retiree UAAL as of 6/30/2015 was unchanged at that time.

In conjunction with the Funding Policy Study dated March 21, 2018, the Board adopted to reduce the above amortization periods (13-years and 10-years remained as of the June 30, 2017 valuation) down one additional year to 12-year and 9-year closed amortizations respectively.

In conjunction with the Assumption Review Study dated January 18, 2019, the Board adopted to reduce the remaining 9-year closed amortization for the Retiree UAAL as of 6/30/2015 to an 8-year closed amortization (as of June 30, 2017 Actuarial Valuation, but not effective until the June 30, 2018 Actuarial Valuation). The 12-year closed amortization period for the Active UAAL as of 6/30/2015 was unchanged at that time.

As of the June 30, 2023 Actuarial Valuation, the closed amortization for the Retiree UAAL as of 6/30/2015 is now at 2 years and the amortization for the Active UAAL as of 6/30/2015 is now at 6 years. Additional (increases)/decreases in the UAAL beyond 6/30/2015 were amortized over separate 15-year closed periods beginning in the year they arose.

Future (increases)/decreases to the UAAL will be amortized separately ("new layers") over 15-year closed amortization periods. This "layered amortization" approach developed an "amortization schedule" of contribution rates which can be viewed at the bottom of page A-2. The most recent layers were created during this past 2023 Fiscal Year.

This schedule may require periodic review by the Board to combine amortization basis to smooth future contributions.

Executive Summary

Contribution Requirement

The recommended employer contribution for the fiscal year ending June 30, 2025 (beginning July 1, 2024) is $6,129,381, or 103.94% of projected covered payroll. See page A-2 for a detailed breakdown of the recommended employer contribution.

This valuation assumes that the plan sponsor will be able to make future contributions on a timely basis. Failure to receive the recommended employer contributions on a timely basis could jeopardize the sustainability of the System. We did not perform an analysis of the ability of the plan sponsor to make future contributions. Such an analysis is not within the scope of our assignment or within our analytical skill set.

Assets

The Actuarial Value of Assets is a smoothed Market Value. A smoothed value is used in order to dampen some of the year-to-year fluctuations in valuation results that would occur if the Market Value were used each year. The Actuarial Value of Assets (AVA) as of June 30, 2023 was $58,138,487. The Market Value of Assets ($57,284,886) is currently lower than the Actuarial Value of Assets by $853,601 as of the valuation date (see page A-5). The difference is attributable to unrecognized investment losses and will be recognized over the next three years.

Currently, there is no limit set by the Board for how far the Actuarial Value of Assets may deviate from the Market Value of Assets. The Board may wish to implement a "corridor," which restricts the Actuarial Value of Assets to a range of the Market Value of Assets (such as +/- 20%). In the current environment, restricting the Actuarial Value of Assets to between 80% and 120% of the Market Value of Assets will not change the Actuarial Value of Assets, as it is already between 80% and 120%.

Funded Status

As of the valuation date, the Actuarial Accrued Liability (AAL) was $83,409,870 and the Actuarial Value of Assets (AVA) was $58,138,487, resulting in an Unfunded Actuarial Accrued Liability (UAAL) of $25,271,383. The funded ratio (the ratio of the Actuarial Value of Assets to the Actuarial Accrued Liability) was 69.7%. At the time of last year's valuation, the UAAL was $28,748,288, and the funded ratio was 65.6%. Currently, the Actuarial Value of Assets is 101.5% of the Market Value of Assets. On a Market Value of Assets basis, the funded ratio would have been 68.7%. See page A-6 for a historical schedule of funded ratios.

The Funded Status and Unfunded Actuarial Accrued Liability are not appropriate for assessing the sufficiency of plan assets to cover the estimated cost of settling the plan's benefit obligations. By themselves, these measures are not appropriate for assessing the need for or the amount of future employer contributions.

Executive Summary

Plan Provisions

There were no benefit changes for the current valuation. Please see the Summary of Benefits in Section B for full detail on the current plan provisions

Actuarial Assumptions and Methods

In determining costs and liabilities, actuaries use assumptions about the future, such as rates of salary increase, probabilities of retirement, termination, death and disability, and an investment return assumption. The Board of Trustees sets the actuarial assumptions and methods considering recommendations made by the plan's actuary and other advisors. Actuarial assumptions were most recently reviewed and adopted by the Board of Trustees for the June 30, 2023 Actuarial Valuation. The rationales for the assumptions are described in the 2017-2022 Experience Study report dated July 31, 2023.

In conjunction with the 2017-2022 Experience Study, the following actuarial assumption changes were made since the June 30, 2022 Actuarial Valuation:

- Reduced the base payroll growth assumption from 3.00% to 2.75%.
- Mortality tables based upon the Pub-2010 Safety (amount-weighted) with the MP-2021 mortality improvement scale.
- Increase of withdrawal rates.
- 1.25% increase to the normal cost (as a percentage of payroll) to finance System's administrative expenses.

To account for 27 pay periods during the 2023 fiscal year, the reported payroll for members who were active during the entire fiscal year were adjusted by 26/27.

It is our recommendation that the Board set a policy for regular reviews of the actuarial assumptions, such as every 5 years. This period is industry standard and complies with Public Act 202.

Actuarial Experience

Net experience of the Retirement System was slightly favorable during the year ending June 30, 2023, resulting in a net gain of about $10 thousand dollars. Investment return (on the Actuarial Value of Assets) above the assumed rate of return of 6.00% attributed to a gain of about $204 thousand dollars. This gain was offset by a $193 thousand dollar loss attributable to non-investment System experience during the year – the largest contributor being lower retiree mortality than assumed.

The investment rate of return for the fiscal year ending 2023 on a Market Value basis was 9.79%, and 6.37% on an Actuarial Value basis. The reason these figures differ is because the Actuarial Value of Assets smooths prior investment gains and losses over a four-year period.

Executive Summary

Looking Forward

Future employer contributions in the absence of actuarial gains or losses are expected to remain fairly level as a percent of payroll over the next three years (through June 30, 2026). After these three years, the computed employer contribution rate is expected to nearly halve. At this time, the System is projected to have a funded ratio of over 80%.

Additionally, the total normal cost for new hires is expected to be lower than that of current active members hired prior to July 1, 2012. As lower cost new hires replace the higher cost current active population, the total contribution rate is expected to further decline. See page A-7 and A-8 for projected future contributions based upon the Board's Funding Policy.

Michigan Public Act 202

Michigan Public Act 202 (PA 202) was signed into law December 20, 2017 and requires local units of government to electronically submit Form 5572 to the Michigan Department of Treasury (DOT) on an annual basis to evaluate the funded status of the retirement pension system. The local unit of government is considered underfunded if the actuarial accrued liability of a retirement pension system is less than 60% funded, and if the annual required contribution for all of the retirement systems of the local unit of government is greater than 10% of annual general fund operating revenues. An underfunded local unit of government is required to develop and submit for approval a corrective action plan for the local unit of government.

The Michigan State Treasurer has established uniform actuarial assumptions as required by PA 202 for use with the annual Form 5572 (Retirement System Annual Report).

The current valuation assumptions and/or methods used by the System match or fall in the range of uniform assumptions established by the Treasurer for PA 202 reporting purposes.

The following information has been prepared to provide some of the information necessary to complete the pension reporting requirements for the State of Michigan's Local Government Retirement System Annual report (Form 5572). Additional resources are available on the State website.

Line	Descriptive Information	
18	**Actuarial Assumptions**	
19	Actuarial assumed Rate of Investment Return	6.00%
20	Amortization method utilized for funding the system's unfunded actuarial accrued liability, if any	Level Percent, Layered
21	Amortization period utilized for funding the system's unfunded actuarial accrued liability, if any	5*
22	Is each division within the system closed to new employees?	No
23	**Uniform Assumptions**	
24	Enter retirement pension system's actuarial value of assets using uniform assumptions	$ 58,138,487.00
25	Enter retirement pension system's actuarial accrued liabilities using uniform assumptions	$ 83,409,870.00
26	Funded ratio using uniform assumptions	69.7%
27	Actuarially Determined Contribution (ADC) using uniform assumptions	$ 6,129,381.00
28	All systems combined ADC/Governmental fund revenues	*Automatically Calculated*

** Weighted average of amortization layers.*

SECTION A

VALUATION RESULTS AND COMPARATIVE INFORMATION

Funding Objective

The funding objective of the Retirement System is to establish and receive contributions throughout the working lifetime of the members which, when combined with investment earnings, are sufficient to provide benefits during retirement.

Contribution Rates

The Retirement System is supported by member contributions, City contributions and investment income from Retirement System assets.

Contributions which satisfy the funding objective are determined by the annual actuarial valuation and are sufficient to:

(1) Cover the actuarial present value of benefits allocated to the current year by the actuarial cost method described in Section C (the normal cost); and

(2) Finance over a period of future years the actuarial present value of benefits not covered by the actuarial value of assets and anticipated future normal costs (Unfunded Actuarial Accrued Liability).

Computed contribution rates for the fiscal year beginning July 1, 2024 are shown on page A-2.

Contributions to Fund Benefits
Expressed as Percent of Active Member Payroll
for the Fiscal Year Ending June 30

Contributions For Fiscal Year Ending June 30,	2024	2025
Normal Cost		
Age & service	13.23 %	11.79 %
Casualty	2.10	2.04
Refunds	0.96	1.08
Administrative Expenses	0.00	1.25
Total	16.29	16.16
Member contributions*	7.84	7.46
Employer Normal Cost	8.45	8.70
Unfunded Actuarial Accrued Liability		
Retirants and beneficiaries (as of 6/30/2015)	50.22	53.26
Active members (as of 6/30/2015)	29.10	30.93
Experience (Gain)/Loss in Fiscal Years 2016+	(2.07)	(2.24)
Changes in Benefit Provisions	(1.77)	(1.89)
Changes in Actuarial Assumptions/Methods	13.97	15.19
Total	89.43	95.24
Recommended Employer Contribution Rate	**97.88** %	**103.94** %
Recommended Employer Contribution Dollar Amount	**$5,922,297**	**$6,129,381**

* *Computed as an average rate based upon expected average contributions for the 2024 and 2025 fiscal years, respectively. This rate is anticipated to decline as Non-Hybrid members are replaced with Hybrid members.*

Detailed Illustration of Employer Contribution for Unfunded Actuarial Accrued Liability

	Amortization Period (Yrs)		Unfunded Actuarial Accrued Liability (UAAL)		UAAL Contribution for Fiscal Year Ending June 30, 2025	
Year Established	Initial	Remaining	Initial Amount*	Amount as of Valuation Date June 30, 2023	Dollar	% of Pay
Retiree Unfunded Actuarial Accrued Liability as of 6/30/2015						
6/30/2015	12	2	$ 21,017,653	$ 8,631,236	$ 3,140,634	53.26 %
Active Unfunded Actuarial Accrued Liability as of 6/30/2015						
6/30/2015	15	6	$ 16,718,160	$ 11,001,052	$ 1,823,902	30.93 %
(Gain)/Loss Amortization Layers (Fiscal Years 6/30/2016 and thereafter)						
Changes from Experience						
6/30/2016	15	8	$ (46,697)	$ (38,680)	$ (5,139)	(0.09)%
6/30/2017	15	9	(160,450)	(140,996)	(17,111)	(0.29)%
6/30/2018	15	10	797,719	736,539	82,466	1.40 %
6/30/2019	15	11	805,286	776,883	80,912	1.37 %
6/30/2020	15	12	(89,709)	(89,806)	(8,760)	(0.15)%
6/30/2021	15	13	(3,321,864)	(3,430,558)	(315,281)	(5.35)%
6/30/2022	15	14	$562,032	$595,754	$51,844	0.88 %
6/30/2023	15	15	(10,188)	(10,188)	(913)	(0.02)%
Changes from Benefit Provisions						
6/30/2017	15	9	$ (1,046,749)	$ (919,832)	$ (111,630)	(1.89)%
Changes from Actuarial Assumptions/Methods & Non-recurring Items						
6/30/2018	15	10	$ 6,672,309	$ 6,160,586	$ 689,766	11.70 %
6/30/2019	15	11	1,889,080	1,822,450	189,807	3.22 %
6/30/2023	15	15	176,941	176,941	15,863	0.27 %
Total UAAL Contribution				**$ 25,271,383**	**$ 5,616,359**	**95.24 %**

* *A negative UAAL initial amount represents actuarial gains or other reductions to liabilities versus expectations.*

Determining Employer Dollar Contributions

For any period of time, the percent-of-payroll contribution rate needs to be converted to dollars.

The recommended procedure when the population is stable is: (1) at the end of each payroll period, multiply the active member payroll for the period by the employer contribution percent; and (2) promptly contribute the dollar amount so determined.

The total active member payroll used for this valuation was $5,585,391. Applying the computed employer contribution rate of 103.94% to this payroll and adjusting for the time lag between the valuation date and the assumed contribution period (July 1, 2024 to June 30, 2025) produces a recommended employer contribution of $6,129,381 for the 2025 fiscal year.

In an environment when the population is projected to decline by the time contributions are made, we recommend contributing the dollar amount shown above.

Actual employer contributions made to the trust for the last completed fiscal year were $5,674,911.

For Illustrative Purposes, the Actuarial Value of Assets of $58,138,487 were allocated as shown below. Please see page A-5 for information concerning the derivation of the Actuarial Value of Assets.

	Present Valuation Assets Applied to			
Reserves for	Member Actuarial Accrued Liability	Retired Life Actuarial Liability	Contingency Reserve	Totals
Employees' Contributions	$4,746,933			$ 4,746,933
Employer Contributions		$103,654,157		103,654,157
Retired Benefit Payments		(50,262,603)		(50,262,603)
Totals	**$4,746,933**	**$ 53,391,554**	**none**	**$ 58,138,487**

Experience Gain (Loss)
June 30, 2023

	Actuarial Accrued Liability (A)	Actuarial Value of Assets (B)	Unfunded Actuarial Accrued Liability (C) = (A) - (B)
(1) Value at start of year	$83,686,880	$54,938,592	$28,748,288
(2) Normal Cost*	956,919	N/A	956,919
(3) Actual contributions	N/A	6,169,108	(6,169,108)
(4) Disbursements	(6,460,403)	(6,460,403)	-
(5) Interest accrual	4,856,108	3,287,577	1,568,531
(6) Expected value before changes	83,039,504	57,934,874	25,104,630
(7) Increase due to plan amendment	-	-	-
(8) Increase due to revised assumptions	176,941	-	176,941
(9) Expected value after changes	83,216,445	57,934,874	25,281,571
(10) Actual value at end of year	83,409,870	58,138,487	25,271,383
(11) Gain/(loss) *(9) - (10) for Liabilities (10) - (9) for Assets*	**$ (193,425)**	**$ 203,613**	**$ 10,188**

* *Excludes assumed administrative expenses.*

The total experience gain of $10,188 is to be amortized over a level percent-of-pay closed 15-year period (with a negative amortization payment). See the section titled Amortization Policy on page 2 a description of the amortization policy.

Valuation Date June 30,	Total Actuarial Gain/(Loss)
2014	$ 2,300,160
2015	(666,196)
2016	(46,697)
2017	(160,450)
2018	797,719
2019	805,286
2020	89,709
2021	3,321,864
2022	(562,032)
2023	10,188

Development of Actuarial Value of Retirement System Assets

Year Ended June 30:	2022	2023	2024	2025	2026
A. Actuarial Value Beginning of Year	$51,724,559	$54,938,592			
B. Market Value End of Year	52,454,860	57,284,886			
C. Market Value Beginning of Year	58,190,807	52,454,860			
D. Non-Investment Net Cash Flow	$408,832	(291,295)			
D1. Projected Rate of Return	6.00%	6.00%			
E. Investment Income					
E1. Market Total: B – C – D	(6,144,779)	5,121,321			
E2. Amount for Immediate Recognition: D1 * (A + D / 2)	3,115,739	3,287,577			
E3. Amount for Phased-In Recognition: E1-E2	(9,260,518)	1,833,744			
F. Phased-In Recognition of Investment Income					
F1. Current Year: 0.25 x E3	(2,315,130)	458,436			
F2. First Prior Year	2,401,355	(2,315,130)	$ 458,436		
F3. Second Prior Year	(341,049)	2,401,355	(2,315,130)	$ 458,436	
F4. Third Prior Year	(55,714)	(341,048)	2,401,353	(2,315,128)	$ 458,436
F5. Total Recognized Investment Gain: F1 + F2 + F3 + F4	(310,538)	203,613	544,659	(1,856,692)	458,436
G. Actuarial Value End of Year: A + D + E2 + F5	54,938,592	58,138,487			
H. Difference Between Market & Actuarial Value	(2,483,732)	(853,601)			
I. Ratio of Actuarial to Market Value of Assets	104.7%	101.5%			
J. Recognized Rate of Return	5.40%	6.37%			
K. Market Rate of Return	(10.52%)	9.79%			

The Actuarial Value of Assets recognizes assumed investment income (line E2) fully each year. Differences between actual and assumed investment income (line E3) are phased-in over a four-year period. During periods when investment performance exceeds the assumed rate, Actuarial Value of Assets will tend to be less than Market Value. During periods when investment performance is less than the assumed rate, Actuarial Value of Assets will tend to be greater than market value. The Actuarial Value of Assets is intended to be unbiased with respect to market Value.

Valuation Results
Comparative Schedule

Valuation Date June 30,	Valuation Payroll	Actuarial Accrued Liability (AAL)	Actuarial Value of Assets (AVA)	Unfunded Actuarial Accrued Liability (UAAL)	Funded Ratio	Amortization Periods of UAAL: Total/ Active	Retired	(Gain)/Loss^	FYE	Computed Employer Contribution: %	Recommended	Actual
1986	$ 1,907,000	$ 13,147,141	$ 4,291,075	$ 8,856,066	32.6 %	30 yrs.			1988	33.62 %	$ 694,603	$ 701,708
1987 (a)	$ 2,038,000	$ 14,468,307	$ 5,493,437	$ 8,974,870	38.0 %	29 yrs.			1989	33.50 %	$ 739,880	$ 739,880
1988	2,381,000	16,096,433	6,164,578	9,931,855	38.3	28			1990	33.07	853,381	853,381
1989	2,660,000	19,379,056	6,723,554	12,655,502	34.7	27			1991	36.18	1,042,702	1,042,702
1990 (b)	3,801,000	26,202,014	7,793,748	18,408,266	29.7	26			1992	38.43	1,582,581	1,582,581
1991 (a)	4,049,000	27,711,002	8,334,922	19,376,080	30.1	25			1993	39.18	1,719,200	1,719,200
1992	4,299,000	29,780,358	9,670,249	20,110,109	32.5	24			1994	39.28	1,829,821	1,829,821
1993	4,502,000	31,421,808	10,423,845	20,997,963	33.2	23			1995	40.05	1,953,923	1,953,923
1994 (a)	4,778,000	34,594,939	11,429,000	23,165,939	33.0	22			1996	40.81	2,097,978	2,097,978
1995	5,119,000	36,641,978	13,099,449	23,542,529	35.7	21			1997	40.39	2,224,513	2,224,513
1996	5,381,000	38,080,137	15,136,941	22,943,196	39.8	20			1998	39.46	2,284,381	2,284,381
1997	5,498,000	39,109,052	17,657,404	21,451,648	45.1	19			1999	38.38	2,270,386	2,270,386
1998 (a)	5,697,000	39,553,492	21,277,144	18,276,348	53.8	18			2000	33.63	2,051,490	2,051,490
1999	5,598,000	40,911,155	24,372,290	16,538,865	59.6	17			2001	32.72	1,970,575	1,970,575
2000	5,772,726	42,660,487	27,747,780	14,912,707	65.0	16			2002	30.88	1,882,139	1,882,139
2001	5,942,253	44,125,761	29,554,922	14,570,839	67.0	15			2003	29.86	1,895,548	1,895,548
2002 (a)	6,071,301	45,681,002	28,905,621	16,775,381	63.3	14			2004	33.81	2,192,507	2,192,507
2003 (a)	6,213,210	47,131,125	27,836,691	19,294,434	59.1	13			2005	37.16	2,466,634	2,466,634
2004 (a)	6,138,055	49,059,955	27,218,077	21,841,878	55.5	12			2006	41.89	2,807,991	2,327,991
2005 (a)	6,321,086	51,434,111	27,760,835	23,673,276	54.0	11			2007	44.89	3,098,776	3,098,776
2006	6,598,038	53,569,342	29,893,085	23,676,257	55.8	10			2008	45.66	3,289,972	3,289,972
2007 (a)	6,420,709	56,554,037	33,249,631	23,304,406	58.8	10	10 yrs.		2009	45.74	3,191,716	3,191,716
2008 (a)	6,655,270	59,227,859	36,002,509	23,225,350	60.8	10	9		2010	46.53	3,256,531	3,256,531
2009 (a)	6,767,459	61,904,907	35,907,494	25,997,413	58.0	15	15		2011	37.7	2,772,800	2,772,800
2010 (a)	6,235,955	62,210,658	35,632,432	26,578,226	57.3	15	15		2012	43.74	2,843,528	2,843,528
2011	4,629,536	62,431,199	33,801,498	28,629,701	54.1	15	15		2013	57.05	2,870,342	2,870,342
2012 (c)	4,548,146	65,436,998	32,257,445	33,179,553	49.3	20	15		2014	60.94	3,012,344	3,012,344
2013 (a)	4,975,503	70,374,532	33,995,966	36,378,565	48.3	20	14		2015	66.96	3,534,236	3,534,236
2014	4,998,321	70,668,317	36,656,819	34,011,498	51.9	20	13		2016	62.99	3,339,966	3,709,507
2015 (a)(d)	4,643,191	75,272,788	37,536,975	37,735,813	49.9	15	12		2017	83.20	4,098,288	4,098,288
2016	4,487,630	75,729,167	38,847,990	36,881,177	51.3	14	11	15 yrs.	2018	88.63	4,219,714	4,219,714
2017 (a)	4,688,436	74,700,336	40,355,727	34,344,609	54.0	12	9	14-15	2019	88.91	4,422,430	4,422,430
2018 (a)	4,882,939	81,919,369	41,781,894	40,137,475	51.0	11	7	13-15	2020	107.32	5,559,682	5,559,682
2019 (a)	5,185,126	85,118,886	43,866,351	41,252,535	51.5	10	6	12-15	2021	107.55	5,916,061	5,916,061
2020	5,184,829	85,820,123	47,343,222	38,476,901	55.2	9	5	11-15	2022	107.99	5,939,831	5,939,831
2021	4,953,225	83,655,702	51,724,559	31,931,143	61.8	8	4	10-15	2023	107.99	5,674,911	5,674,911
2022	5,703,179	83,686,880	54,938,592	28,748,288	65.6	7	3	9-15	2024	97.88	5,922,297	
2023	**5,585,391**	**83,232,929**	**58,138,487**	**25,094,442**	**69.9**	**6**	**2**	**8-15**	**2025**	**102.82**	**6,092,772**	
2023 (a)	**5,585,391**	**83,409,870**	**58,138,487**	**25,271,383**	**69.7**	**6**	**2**	**8-15**	**2025**	**103.94**	**6,129,381**	

(a) After changes in benefit provisions and/or actuarial assumptions and actuarial cost methods.

(b) Includes transfers from Old Police-Fire plan through March 1991.

(c) After issuance of the June 30, 2012 valuation report, the Board requested a change in the amortization period. These results reflect the new methodology.

(d) After closure to the Active & Retired amortization policies and creation of the Gain/(Loss) Amortization schedule.

** An additional $480,000 is held in the City's General Fund.*

^ In valuation years 2016 and thereafter, Actuarial (Gains)/Losses on the Unfunded Actuarial Accrued Liability for System experience, benefit changes, assumption and method changes in a given year are amortized over a new level percent-of-pay closed 15-year periods.

Funded Ratio Projection
Based Upon Current Amortization Layers and
6.0% Return on Actuarial Value of Assets

Valuation Date June 30,	Actuarial Accrued Liability (AAL)	Actuarial Value of Assets (AVA)	Unfunded Actuarial Accrued Liability (UAAL)	Funded Ratio	Remaining Amortization Periods of UAAL			During Upcoming Fiscal Year		
					Active	Retired	(Gain)/Loss	Projected Total Contributions*	Projected Benefit Payments*	Assumed Investment Return on AVA
2023	$ 83,409,870	$ 58,138,487	$ 25,271,383	70%	6 yrs.	2 yrs.	8-15 yrs.	$ 6,334,649	$ 5,999,954	$ 3,498,253
2024	83,174,985	61,971,435	21,203,551	75%	5	1	7-14	6,555,840	6,043,204	3,733,516
2025	82,910,137	66,217,586	16,692,551	80%	4	-	6-13	6,733,321	6,068,346	3,992,811
2026	82,627,225	70,875,372	11,751,852	86%	3	-	5-12	3,581,857	6,094,128	4,177,886
2027	82,306,538	72,540,988	9,765,551	88%	2	-	4-11	3,649,879	6,232,938	4,275,720
2028	81,819,706	74,233,649	7,586,057	91%	1	-	3-10	3,733,855	6,243,901	4,379,449
2029	81,302,797	76,103,051	5,199,745	94%	-	-	2-9	3,827,739	6,220,069	4,495,110
2030	80,797,946	78,205,832	2,592,114	97%	-	-	1-8	1,783,878	6,171,406	4,562,002
2031	80,338,115	78,380,306	1,957,809	98%	-	-	1-7	1,831,840	6,105,856	4,575,843
2032	79,945,859	78,682,133	1,263,726	98%	-	-	1-6	1,885,966	6,043,204	4,597,422
2033	79,621,422	79,122,316	499,106	99%	-	-	1-5	2,101,445	5,962,023	4,632,646
2034	79,390,654	79,894,385	(503,731)	101%	-	-	1-4	1,126,435	5,935,978	4,650,778
2035	79,183,472	79,735,620	(552,147)	101%	-	-	1-3	781,102	5,942,989	4,630,784
2036	78,976,241	79,204,518	(228,277)	100%	-	-	1-2	800,496	5,918,569	4,600,220
2037	78,799,017	78,686,665	112,352	100%	-	-	1	1,262,056	5,871,220	4,584,268
2038	78,683,001	78,661,770	21,231	100%	-	-	-	1,211,272	5,819,681	4,582,796
2039	78,636,157	78,636,157	0	100%	-	-	-	1,217,607	5,758,322	4,583,271

* *Includes assumed administrative expenses.*

Projection Notes:

This projection is a visualization of how the System will achieve 100% funded status if all future actuarial assumptions are met. Actuarial assumptions may or may not materialize over time.

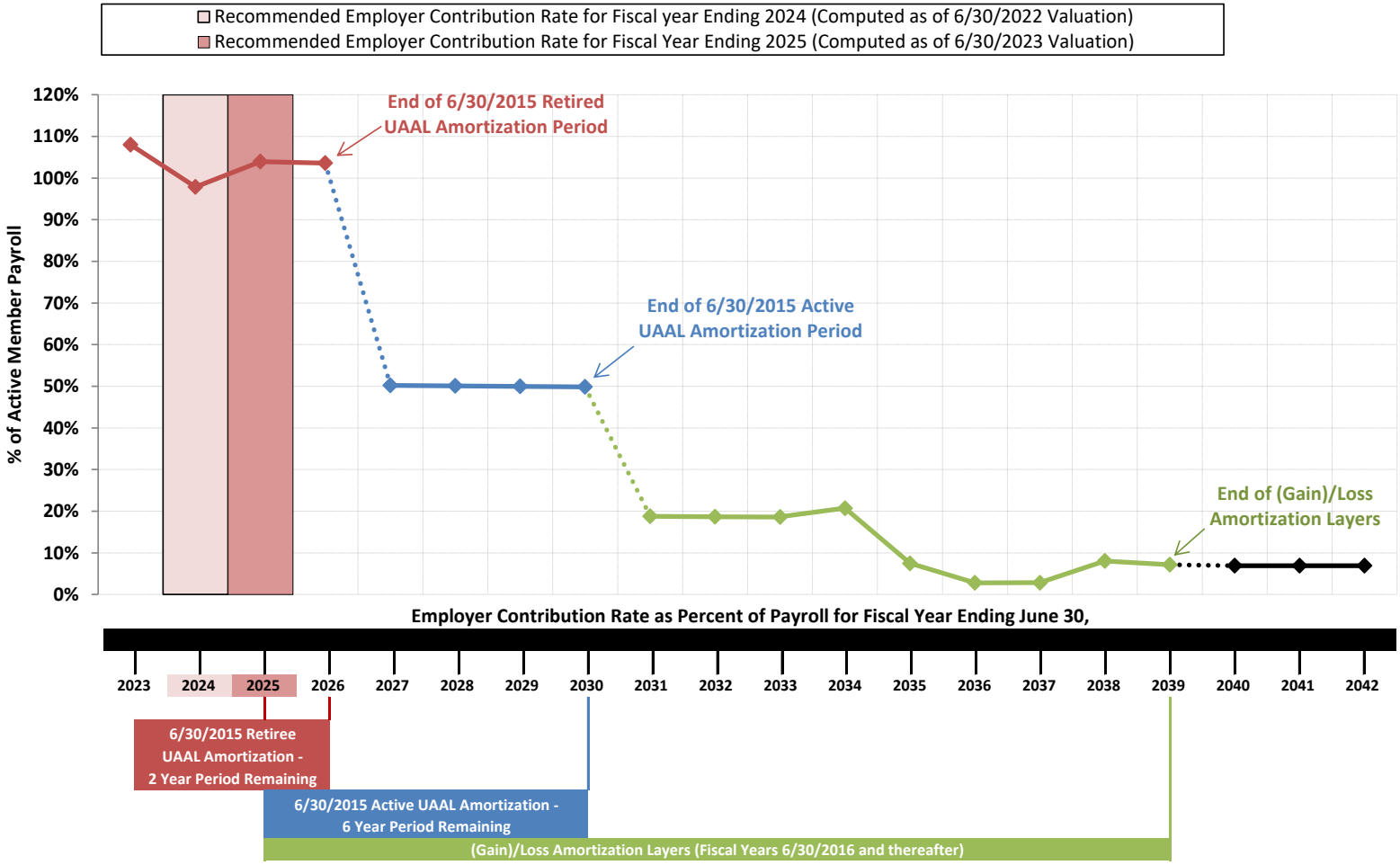
This projection should not be construed as a forecast of actual cash flows or investment returns anticipated in the future. Specifically, projected benefit payments versus actual can deviate materially as a result of members' electing annuity withdrawal benefit options upon retirement (large lump-sum benefit payouts).

In the near term, Actuarial Accrued Liabilities are expected to remain about level, or even decrease, as a result of hybrid members replacing non-hybrid members in the System.

Projected Total Contributions may increase or decrease in the future as a result of varying directions (positive and negative) of UAAL amortization payments. This is an unintended consequence of the layered amortization policy. The amortization schedule may require periodic review by the Board to combine amortization basis to smooth future contributions.

The following page shows the Projected Total Contributions as a percentage of projected active member payroll.

Projected Future Employer Contributions as a Percentage of Expected Active Member Payroll



NOTE: Future (Gain)/Loss UAAL Amortization schedules are excepted to be $0 if all Actuarial Assumptions are met. In reality, experience will deviate from assumptions. The (Gain)/Loss UAAL amounts are expected to float both above and below zero in any given year. These amounts are amortized over new independent 15-Year periods to smooth changes to future employer contributions as a result of System experience.

Summary Statement of System Resources and Obligations

Present Resources and Expected Future Resources

	June 30, 2022	June 30, 2023
A. Present valuation assets		
1. Net assets from the System's financial statements	$52,454,860	$57,284,886
2. Transfer from old plan	0	0
3. Market value adjustment	2,483,732	853,601
4. Actuarial Value of Assets	$54,938,592	$58,138,487
B. Actuarial present value of expected future employer contributions		
1. For normal costs	$ 4,705,091	$ 4,057,105
2. For unfunded actuarial accrued liability	28,748,288	25,271,383
3. Total	$33,453,379	$29,328,488
C. Actuarial present value of expected future member contributions	$ 4,381,928	$ 4,069,880
D. Total present and expected future resources	$92,773,899	$91,536,855

Actuarial Present Value of Expected Future Benefit Payments

A. To retirants and beneficiaries		
1. Annual pensions	$65,656,309	$66,944,577
2. Reserve	none	none
3. Total	$65,656,309	$66,944,577
B. To vested terminated members	1,554,499	2,344,761
C. To present active members		
1. Allocated to service rendered prior to valuation date - actuarial accrued liability	$16,476,072	$14,120,532
2. Allocated to service likely to be rendered after valuation date	9,087,019	8,126,985
3. Transfer from old plan	none	none
4. Total	$25,563,091	$22,247,517
D. Total actuarial present value of expected future benefit payments	$92,773,899	$91,536,855

Other Observations

General Implications of the Contribution Allocation Procedure or Funding Policy on Future Expected Contributions and Funded Status

Given the System's contribution allocation procedure, if all actuarial assumptions are met (including the assumption of the Retirement System earning 6.00% investment return on assets), it is expected that:

1. The employer normal cost payment is sufficient to cover the cost of benefits accruing each year;
2. The Unfunded Actuarial Accrued Liabilities (UAAL) will continue to be fully amortized; and
3. The funded status of the Retirement System will continue to increase gradually towards a 100% funded ratio.

Limitations of Funded Status Measurements

Unless otherwise indicated, a funded status measurement presented in this report is based upon the Actuarial Accrued Liability (AAL) and the Actuarial Value of Assets (AVA). Unless otherwise indicated, with regard to any funded status measurements presented in this report:

1. The measurement is inappropriate for assessing the sufficiency of Retirement System assets to cover the estimated cost of settling the Retirement System's benefit obligations; for example, transferring the liability to an unrelated third party in a market value type transaction.
2. The measurement is dependent upon the Actuarial Cost Method which, in combination with the Retirement System's amortization policy, affects the timing and amounts of future contributions. The amounts of future contributions will most certainly differ from those assumed in this report due to future actual experience differing from assumed experience based upon the actuarial assumptions. Even if the funded status measurement in this report was 100%, it would not be synonymous with no required future contributions. The Retirement System would still require future normal cost contributions (i.e., contributions to cover the cost of active membership accruing an additional year of service credit).
3. The measurement would produce a different result if the Market Value of Assets (MVA) were used instead of the AVA, unless the MVA is used in the measurement.

Limitations of Project Scope

Actuarial standards do not require the actuary to evaluate the ability of the plan sponsor or other contributing entities to make required contributions to the plan when due. Such an evaluation was not within the scope of this project and is not within the actuary's domain of expertise. Consequently, the actuary performed no such evaluation.

Risks to Future Employer Contribution Requirements

There are ongoing risks to future employer contribution requirements to which the Retirement System is exposed, such as:

Actual and Assumed Investment Rate of Return
Actual and Assumed Mortality Rates
Amortization Policy

Risk Measures – Risks Associated with Measuring the Accrued Liability and Actuarially Determined Contribution

The determination of the accrued liability and the actuarially determined contribution requires the use of assumptions regarding future economic and demographic experience. Risk measures, as illustrated in this report, are intended to aid in the understanding of the effects of future experience differing from the assumptions used in the course of the actuarial valuation. Risk measures may also help with illustrating the potential volatility in the accrued liability and the actuarially determined contribution that result from the differences between actual experience and the actuarial assumptions.

Future actuarial measurements may differ significantly from the current measurements presented in this report due to such factors as the following: plan experience differing from that anticipated by the economic or demographic assumptions; changes in economic or demographic assumptions due to changing conditions; increases or decreases expected as part of the natural operation of the methodology used for these measurements (such as the end of an amortization period, or additional cost or contribution requirements based on the System's funded status); and changes in plan provisions or applicable law. The scope of an actuarial valuation does not include an analysis of the potential range of such future measurements.

Examples of risk that may reasonably be anticipated to significantly affect the plan's future financial condition include:

1. **Investment Risk** – actual investment returns may differ from the expected returns;
2. **Asset/Liability Mismatch** – changes in asset values may not match changes in liabilities, thereby altering the gap between the accrued liability and assets and consequently altering the funded status and contribution requirements;
3. **Contribution Risk** – actual contributions may differ from expected future contributions. For example, actual contributions may not be made in accordance with the plan's funding policy or material changes may occur in the anticipated number of covered employees, covered payroll, or other relevant contribution base;
4. **Salary and Payroll Risk** – actual salaries and total payroll may differ from expected, resulting in actual future accrued liability and contributions differing from expected;
5. **Longevity Risk** – members may live longer or shorter than expected and receive pensions for a period of time other than assumed; and
6. **Other Demographic Risks** – members may terminate, retire or become disabled at times or with benefits other than assumed resulting in actual future accrued liability and contributions differing from expected.

The effects of certain trends in experience can generally be anticipated. For example, if the investment return since the most recent actuarial valuation is less (or more) than the assumed rate, the cost of the plan can be expected to increase (or decrease). Likewise, if longevity is improving (or worsening), increases (or decreases) in cost can be anticipated.

The computed contribution shown on page A-2 may be considered as a minimum contribution rate that complies with the Board's funding policy. The timely receipt of the actuarially determined contributions is critical to support the financial health of the plan. Users of this report should be aware that contributions made at the actuarially determined rate do not necessarily guarantee benefit security.

Risk Measures

($ in Thousands)

Actuarial Valuation Date (6/30)	(1) Actuarial Value of Assets (AVA)	(2) Actuarial Accrued Liability (AAL)	(3) Unfunded AAL (UAAL) (2) - (1)	(4) Payroll	(5) Funded Ratio (1) / (2)	(6) Retiree Liabilities (RetLiab)	(7) RetLiab / AAL (6)/(2)	(8) AAL / Payroll (2) / (4)	(9) Assets / Payroll (1) / (4)	(10) UAAL / Payroll (3) / (4)	(11) Non-Invest. Cash Flow (NICF)	(12) NICF / Assets (11)/(1)	(13) Market Rate of Return	(14) 5-year Trailing Geometric Average
2017	$ 40,356	$ 74,700	$ 34,344	$ 4,688	54.0%	$ 55,874	74.8%	1,593.4%	860.8%	732.6%	$ (1,261)	(3.1)%	14.5%	N/A
2018 *	41,782	81,919	40,137	4,883	51.0%	58,396	71.3%	1,677.6%	855.7%	822.0%	(810)	(1.9)%	10.9%	N/A
2019 *	43,866	85,119	41,253	5,185	51.5%	60,195	70.7%	1,641.6%	846.0%	795.6%	(230)	(0.5)%	5.3%	5.5%
2020	47,343	85,820	38,477	5,185	55.2%	61,222	71.3%	1,655.2%	913.1%	742.1%	210	0.4%	2.8%	5.4%
2021	51,725	83,656	31,931	4,953	61.8%	65,490	78.3%	1,689.0%	1,044.3%	644.7%	(836)	(1.6)%	26.9%	11.8%
2022	54,939	83,687	28,748	5,703	65.6%	65,656	78.5%	1,467.4%	963.3%	504.1%	409	0.7%	(10.5)%	6.4%
2023 *	58,138	83,410	25,272	5,585	69.7%	66,945	80.3%	1,493.5%	1,041.0%	452.5%	(291)	(0.5)%	9.8%	6.2%

** Revised actuarial assumptions or methods were made from the prior year.*

(5). The funded ratio is the most widely known measure of a plan's financial strength, but the trend in the funded ratio is much more important than the absolute ratio. The funded ratio should trend to 100%. As it approaches 100%, it is important to re-evaluate the level of investment risk in the portfolio and potentially to re-evaluate the assumed rate of return.

(6) and (7). The ratio of retiree liabilities to total accrued liabilities gives an indication of the maturity of the system. As the ratio increases, cash flow needs increase, and the liquidity needs of the portfolio change. A ratio on the order of 50% indicates a maturing system.

(8) and (9). The ratio of liabilities and assets to payroll gives an indication of both maturity and volatility. Many systems have ratios between 500% and 700%. Ratios significantly above that range may indicate difficulty in supporting the benefit level as a level % of payroll.

(10). The ratio of unfunded liability to payroll gives an indication of the plan sponsor's ability to actually pay off the unfunded liability. A ratio above approximately 300% or 400% may indicate difficulty in discharging the unfunded liability within a reasonable time frame.

(11) and (12). The ratio of Non-Investment Cash Flow to assets is an important measure of sustainability. Negative ratios are common and expected for a maturing system. In the longer term, this ratio should be on the order of approximately -3% based upon the current plan assumptions. A ratio that is significantly more negative than that for an extended period could be a leading indicator of potential exhaustion of assets.

(13) and (14). Investment return is probably the largest single risk that most systems face. The year-by-year return and the five-year geometric average both give an indication of the reasonableness of the system's assumed return. Of course, past performance is not a guarantee of future results. Market rate shown is based on actuarial estimation method and will differ modestly from figures reported by the investment consultant.

Low-Default-Risk Obligation Measure

Introduction

In December 2021, the Actuarial Standards Board (ASB) adopted a revision to Actuarial Standard of Practice (ASOP) No. 4, *Measuring Pension Obligations and Determining Pension Plan Costs or Contributions*. The revised ASOP No. 4 requires the calculation and disclosure of a liability referred to by the ASOP as the "Low-Default-Risk Obligation Measure" (LDROM). The rationale that the ASB cited for the calculation and disclosure of the LDROM was included in the Transmittal Memorandum of ASOP No. 4 and is presented below (emphasis added):

"The ASB believes that the calculation and disclosure of this measure provides **appropriate, useful information for the intended user regarding the funded status of a pension plan**. The calculation and disclosure of this additional measure is **not intended to suggest that this is the "right" liability measure** for a pension plan. However, the ASB does believe that **this additional disclosure provides a more complete assessment of a plan's funded status and provides additional information regarding the security of benefits that members have earned as of the measurement date.**"

Comparing the Accrued Liabilities and the LDROM

One of the fundamental financial objectives of the City of Jackson Act 345 Policemen and Firemen Retirement System is to finance each member's retirement benefits over the period from the member's date of hire until the member's projected date of retirement (entry age actuarial cost method) as a level percentage of payroll. To fulfill this objective, the discount rate that is used to value the accrued liabilities is set equal to the **expected return** on the System's diversified portfolio of assets (referred to sometimes as the investment return assumption). The current investment return assumption is 6.00%.

The LDROM is meant to approximately represent the lump sum cost to a plan to purchase low-default-risk fixed income securities whose resulting cash flows essentially replicate in timing and amount the benefits earned (or the costs accrued) as of the measurement date. The LDROM is very dependent upon market interest rates at the time of the LDROM measurement. The lower the market interest rates, the higher the LDROM, and vice versa. The LDROM results presented in this report are based on the projected unit credit actuarial cost method and discount rates based upon the June 2023 Treasury Yield Curve Spot Rates (end of month). The 1-, 5-, 10-, and 30-year rates follow: 5.29%, 3.99%, 3.61% and 3.84%. This measure may not be appropriate for assessing the need for or amount of future contributions. This measure may not be appropriate for assessing the sufficiency of plan assets to cover the estimated cost of settling the plan's benefit obligation.

The difference between the two measures (Valuation and LDROM) is one illustration of the savings the sponsor anticipates by taking on risk in a diversified portfolio.

Valuation Accrued Liabilities	LDROM
$83,409,870	$100,752,057

SECTION B

SUMMARY OF BENEFIT PROVISIONS AND VALUATION DATA

Brief Summary of Act 345 Benefit Conditions (June 30, 2023)

Service Retirement

Eligibility:

Police Command – in the unit as of February 28, 2016:
25 years of service

Police Command – hired on or before June 30, 2012 and promoted to unit after March 1, 2016:
25 years of service and 50 years of age

Police Command – hired after June 30, 2012 and before June 30, 2016:
28 years of service and 53 years of age

Police Command – hired on or after July 1, 2016:
30 years of service and 54 years of age.

Police Officers – hired on or before December 31, 1998:
25 years of service

Police Officers – hired between January 1, 1999 and June 30, 2012:
25 years of service and 50 years of age

Police Officers – hired between July 1, 2012 and June 30, 2016:
28 years of service and 53 years of age

Police Officers – hired on or after July 1, 2016:
30 years of service and 54 years of age

Fire Fighters – hired on or before December 31, 2003:
25 years of service

Fire Fighters – hired between January 1, 2004 and June 30, 2012:
28 years of service

Fire Fighters – hired between July 1, 2012 and June 30, 2016:
29 years of service

Fire Fighters – hired on or after July 1, 2016:
33 years of service

Amount:

Police Command – hired by the city on or before June 30, 2012:
3-year AFC (5-year AFC if entering the bargaining unit after October 10, 2016) times 2.9% for service accrued on or after July 1, 2007 and 2.5% for service accrued through June 30, 2007 for the first 25 years of service and 1.0% for service in excess of 25. 71% pension cap if promoted into the unit before February 28, 2016, 70% pension cap after. AFC is limited to only include up to 175 hours of overtime per year.

Police Command – hired by the city on or after July 1, 2012:
3-year AFC (5-year AFC if entering the bargaining unit after October 10, 2016) times 1.5% for the first 25 years of service and 1.0% for service in excess of 25 years. 50% pension cap. AFC is limited to only include up to 175 hours of overtime per year.

Police Officers – hired on or before June 30, 2012:
2.9% of 4-year (5-year if hired after January 1, 1999) AFC times first 25-years of service plus 1% of AFC times years of service in excess of 25 years. 71% pension cap if hired before December 31, 1998, 70% pension cap after.

Police officers – hired on or after July 1, 2012:
6-year AFC times 1.5% for the first 25 years of service and 1.0% for service in excess of 25 years. 60% pension cap.

Fire Fighters – hired on or before June 30, 2012:
3-year (4-year if hired after June 30, 2003) AFC times 2.9% for service accrued on or after February 1, 2009 and 2.75% for service accrued through February 1, 2009 for the first 25 years of service and 1.0% for service in excess of 25 years. 73% pension cap if hired before December 31, 2003, 75% pension cap after.

Fire Fighters – hired on or after July 1, 2012:
4-year (6 years if hired after July 1, 2016) AFC times 1.5% for the first 25 years of service and 1.0% for service in excess of 25 years. 50% pension cap.

Brief Summary of Act 345 Benefit Conditions (June 30, 2023)

Deferred Retirement

Eligibility: 10 or more years of service.

Amount: Computed as service retirement but based upon service, AFC and benefit in effect at termination. Benefit begins at date retirement would have occurred had member remained in employment.

Death after Retirement Survivor's Pension

Eligibility: Payable to a surviving spouse, if any, upon the death of a retired member who was receiving a straight life pension which was effective July 1, 1975 or later (effective July 1, 1991 or later for a disability retirant).

Amount: Spouse's pension equals 60% of the straight life pension the deceased retirant was receiving. (50% of a regular service retirement pension for the spouse of a disability retirant who dies prior to age 55.)

Non-Duty Death-in-Service Survivor's Pension

Eligibility: Payable to a surviving spouse, if any, upon the death of a member with 20 (10 for Fire Fighters) or more years of service.

Amount: Accrued straight life pension actuarially reduced in accordance with an Option I election.

Duty Death-in-Service Survivor's Pension

Eligibility: Payable upon the expiration of worker's compensation to the survivors of a member who died in the line of duty.

Amount: Same amount that was paid by worker's compensation.

Brief Summary of Act 345 Benefit Conditions (June 30, 2023)

Non-Duty Disability

Eligibility: Payable upon the total and permanent disability of a member with 5 or more years of service.

Amount: **Pre July 1, 2012 Hires:**

To age 55: 2.5% of AFC times years of service. For IAFF: 2.75% of AFC times years of service earned on or before June 30, 2009, and 2.9% of AFC times years of service earned on or after July 1, 2009.

At Age 55: Same as Service Pension.

Post July 1, 2012 Hires:

To Age 55: 1.5% of AFC times years of service for first 25 years and 1.0% of AFC times years of service in excess of 25 years.

At Age 55: Same as Service Pension.

Duty Disability

Eligibility: Payable upon the total and permanent disability of a member in the line of duty.

Amount: To age 55: 66-2/3% of AFC (33-1/3% of AFC for Hybrid Plan members and IAFF members hired post July 1, 2012).
At age 55: Same as Service Retirement.
Pension with service credit from date of disability to age 55.

Member Contributions

Amount:

Police Command – hired on or before June 30, 2012 and promoted to unit before March 1, 2016:
11.50%

Police Command – hired on or before June 30, 2012 and promoted to unit after March 1, 2016:
12.50%

Police Command – hired on or after July 1, 2012:
6.00% for defined benefit plan

Police Officers – hired on or before June 30, 2012:
12.00%

Police Officers – hired on or after July 1, 2012:
6.00% for defined benefit plan

Fire Fighters – hired on or before June 30, 2012:
13.00%

Fire Fighter – hired on or after July 1, 2012:
4.75% for defined benefit plan

Brief Summary of Act 345 Benefit Conditions (June 30, 2023)

Annuity Withdrawal

At retirement, an employee may elect to withdraw their employee contributions (with interest) and the employee's annual or monthly pension benefit shall be reduced by the actuarial equivalent of the amount withdrawn as calculated by the City's actuary, using the rate of assumed investment return for immediate annuities as determined below:

Police Command – retiring on or before December 31, 2021:
3.00%

Police Command – members of the unit as of March 1, 2016 but withdraws on or after January 1, 2022:
6.00%

Police Command – members entering the unit on or after March 1, 2016:
8.50%

Police Officers – hired on or before December 31, 1998:
2.25% on contributions made on or before December 31, 2003 and 8.00% on contributions made on or after January 1, 2004. If retiring in calendar years 2017-2021 with a full-service retirement, 2.25% will be used for all contributions.

Police Officers – hired between January 1, 1999 and June 30, 2012:
5.50% on contributions made on or before December 31, 2003 and 8.25% on contributions made on or after January 1, 2004.

Police Officers – hired between July 1, 2012 and June 30, 2016:
8.25% on all contributions

Police Officers – hired on or after July 1, 2016:
8.50% on all contributions

Fire Fighters – hired on or before December 31, 2003:
1.50% on contributions made on or before January 31, 2009 and 5.25% on contributions made thereafter.

Fire Fighters – hired between January 1, 2003 and October 1, 2016:
1.85% on contributions made on or before January 31, 2009 and 6.75% on contributions made thereafter.

Fire Fighters – hired on or after July 1, 2016:
8.00% on all contributions

Retiree and Beneficiary Comparative Schedule

Year Ended June 30	No. Trans. During Year	Added to Rolls No.	Added to Rolls Annual Pensions*	Removed from Rolls No.	Removed from Rolls Annual Pensions	Rolls End of Year No.	Rolls End of Year Annual Pensions	% Incr. in Annual Pensions	Average Pension	Discounted Value of Pensions in Payment Status Total	Discounted Value of Pensions in Payment Status Average
1999	3	13	$311,785	2	$ 33,488	124	$2,429,489	12.9 %	$19,592	$27,262,964	$219,863
2000		3	147,992	1	16,233	126	2,561,248	5.4	20,327	28,281,473	224,456
2001		3	80,305	3	71,841	126	2,569,712	0.3	20,395	28,325,844	224,808
2002		4	124,746	1	9,347	129	2,685,111	4.5	20,815	29,398,266	227,894
2003		5	128,515	2	36,009	132	2,777,617	3.4	21,043	30,196,106	228,758
2004		5	100,650	1	11,293	136	2,866,974	3.2	21,081	30,921,701	227,365
2005		2	26,569	3	58,835	135	2,834,708	(1.1)	20,998	30,138,240	223,246
2006		1	10,994	2	36,346	134	2,809,356	(0.9)	20,965	29,461,802	219,864
2007		6	211,110	2	31,343	138	2,989,123	6.4	21,660	31,120,638	225,512
2008		5	144,654	2	49,720	141	3,084,057	3.2	21,873	31,791,641	225,473
2009		7	248,242	4	68,425	144	3,263,874	5.8	22,666	33,631,944	233,555
2010		7	247,487	3	34,389	148	3,476,972	6.5	23,493	35,719,893	241,351
2011		15 #	554,196 #	5	88,641	158	3,942,527	13.4	24,953	40,603,656	256,985
2012		6	263,910	1	18,603	163	4,187,834	6.2	25,692	42,966,261	263,597
2013		6	165,744	3	68,144	166	4,285,434	2.3	25,816	46,209,772	278,372
2014		6	143,053	8	121,272	164	4,307,215	0.5	26,264	46,115,204	281,190
2015		8	385,651	3	34,057	169	4,658,809	8.2	27,567	52,319,784	309,585
2016		5	174,283	5	80,477	169	4,752,615	2.0	28,122	52,993,123	313,569
2017		10	360,741	8	140,552	171	4,972,804	4.6	29,081	55,873,577	326,746
2018		2	97,190	1	30,949	172	5,039,045	1.3	29,297	58,396,288	339,513
2019		2	34,111	2	22,158	172	5,050,998	0.2	29,366	60,194,938	349,971
2020		5	194,187	6	98,774	171	5,146,411	1.9	30,096	61,221,569	358,021
2021		14	483,767	7	124,245	178	5,505,933	7.0	30,932	65,489,900	367,921
2022		4	130,814	4	63,152	178	5,573,595	1.2	31,312	65,656,309	368,856
2023		6	175,051	3	55,072	181	5,693,574	2.2	31,456	66,944,577	369,860

** Includes pension adjustments, when applicable.*

 # Includes alternate payee of an active member, per Eligible Domestic Relations Order.

Retirees and Beneficiaries June 30, 2023
Tabulated by Type of Pension Being Paid

Type of Pensions Being Paid	No.	Annual Pensions
Age and Service Pensions		
Regular-benefit terminating at death of retirant	24	$ 692,346
Regular-automatic benefit to spouse of deceased retirant	124	4,379,305
Option I-100% of benefit to spouse of deceased retirant	2	86,885
Survivor beneficiary	23	276,804
Total age and service pensions	**173**	**$ 5,435,340**
Casualty Pensions		
Non-duty disability pension	1	$ 35,238
Duty disability pension	5	179,511
Survivor beneficiary	2	43,485
Total casualty pensions	**8**	**$ 258,234**
Total pensions being paid	**181**	**$ 5,693,574**

Retirees and Beneficiaries June 30, 2023
Tabulated by Attained Age

Attained Age	Age & Service No.	Age & Service Annual Allowances	Disability and Death-in-Service No.	Disability and Death-in-Service Annual Allowances	Totals No.	Totals Annual Allowances
45 - 49	1	$ 58,617	0	$ 0	1	$ 58,617
50 - 54	18	777,283	0	0	18	777,283
55 - 59	14	651,144	2	86,109	16	737,253
60 - 64	19	828,627	2	75,965	21	904,592
65 - 69	26	932,644	3	83,335	29	1,015,979
70 - 74	25	732,622	0	0	25	732,622
75 - 79	37	826,955	0	0	37	826,955
80	6	102,961	1	12,824	7	115,785
81	1	19,680	0	0	1	19,680
82	3	57,263	0	0	3	57,263
83	3	54,276	0	0	3	54,276
84	2	38,668	0	0	2	38,668
85	3	46,849	0	0	3	46,849
86	3	60,449	0	0	3	60,449
87	5	106,623	0	0	5	106,623
88	1	22,097	0	0	1	22,097
89	1	7,515	0	0	1	7,515
92	1	12,154	0	0	1	12,154
Totals	**173**	**$ 5,435,341**	**8**	**$ 258,233**	**181**	**$ 5,693,574**

Average Age at Retirement: 50.3 years

Average Age Now: 70.2 years

Five (5) vested terminated members are currently being valued with deferred service pensions.

Active Members in Valuation
Comparative Schedule

Valuation Date June 30	No.	No. of Transfers Incl.	Valuation Payroll	Average Pay	% Incr.	Age	Service
1989	80	4	$ 2,659,581	$ 33,245	6.1 %	35.3 yrs.	9.5 yrs.
1990 #	113	18	3,800,291	33,631	-	36.5	10.8
1991	112	0	4,049,332	36,155	8.8	36.4	10.6
1992	117	10	4,298,912	36,743	1.6	35.5	9.8
1993	113	0	4,502,216	39,843	8.4	35.2	9.6
1994	113	3	4,778,047	42,284	6.1	36.3	10.7
1995	112	0	5,118,907	45,705	8.1	36.7	11.0
1996	119	0	5,380,560	45,215	1.1	36.1	10.6
1997	120	0	5,498,077	45,817	1.3	36.2	10.1
1998	119	0	5,697,163	47,875	4.5	36.6	10.7
1999	117	0	5,597,521	47,842	(0.1)	36.4	9.9
2000	115	0	5,772,726	50,198	4.9	37.0	10.2
2001	114	0	5,942,253	52,125	3.8	37.9	11.0
2002	115	0	6,071,301	52,794	(1.3)	37.8	10.9
2003	115	0	6,213,210	54,028	2.3	38.1	11.1
2004	110	0	6,138,055	55,801	3.3	38.9	12.2
2005	110	0	6,321,086	57,464	3.0	39.9	13.1
2006	109	0	6,598,038	60,532	5.3	41.1	14.1
2007	104	0	6,420,709	61,738	2.0	41.0	14.0
2008	105	0	6,655,270	63,384	2.7	40.9	14.1
2009	101	0	6,767,459	67,005	5.7	41.1	14.2
2010	94	0	6,235,955	66,340	(1.0)	41.3	14.6
2011	70	0	4,629,536	66,136	(0.3)	42.2	15.9
2012	62	0	4,548,146	73,357	10.9	42.2	15.9
2013	72	0	4,975,503	69,104	(5.8)	40.1	13.5
2014	72	0	4,998,321	69,421	0.5	40.4	13.8
2015	68	0	4,643,191	68,282	(1.6)	39.5	12.8
2016	63	0	4,487,630	71,232	4.3	39.5	13.0
2017	69	0	4,688,436	67,948	(4.6)	37.9	11.0
2018	70	0	4,882,939	69,756	2.7	37.6	10.9
2019	70	0	5,185,126	74,073	6.2	38.8	11.6
2020	66	0	5,184,829	78,558	6.1	38.6	11.6
2021	67	0	4,953,225	73,929	(5.9)	35.8	8.8
2022	77	0	5,703,179	74,067	0.2	34.2	7.9
2023	74	0	5,585,391	75,478	1.9	33.6	7.5

 # Includes transfers from Old Plan through March, 1991.

Active Members June 30, 2023
Tabulated by Valuation Divisions

Valuation Divisions	No.	Annual Payroll
Non-Hybrid		
Police Command	7	$ 799,920
Police	4	367,720
Fire	6	555,789
Total Non-Hybrid	**17**	**1,723,429**
Hybrid		
Police Command	2	$ 191,023
Police	30	2,094,815
Fire	25	1,576,124
Total Hybrid	**57**	**3,861,962**
Total Active members	**74**	**$5,585,391**

Active Members June 30, 2023
by Attained Age and Years of Service

Attained Age	Years of Service to Valuation Date							No.	Valuation Payroll
	0-4	5-9	10-14	15-19	20-24	25-29	30 Plus		
20-24	12							12	$ 712,905
25-29	14	2						16	1,029,140
30-34	9	8						17	1,240,451
35-39	2	3	1	2				8	646,332
40-44	2	1	4	2	2			11	955,777
45-49		1	1		4	1		7	686,080
50-54					1	1		2	223,710
55-59					1			1	90,996
Totals	**39**	**15**	**6**	**4**	**8**	**2**	**0**	**74**	**$5,585,391**

While not used in the financial computations, the following group averages are computed and shown because of their general interest.

Age:	33.6
Service:	7.5
Annual Pay:	$75,478

Asset Information
Submitted for the Valuation

Valuation Assets - Market Value		Reserves for	
Cash & equivalents	$ 1,131,282	Employees' contributions	$ 4,746,933
Receivables & accruals	103,800	Employer contributions	102,800,556
Stocks	35,883,260	Retired benefit payments	(50,262,603)
Bonds	18,139,282		
Real Estate	2,519,362		
Account payable	(492,100)		
Total Current Assets	**$ 57,284,886**	**Total Reserves**	**$57,284,886**

Revenues and Expenditures

Balance - July 1, 2022	$52,454,860
Revenues	
Employees' contributions	494,197
Employer contributions	5,674,911
Investment income	5,273,734
Expenditures	
Benefit payments	6,423,883
Refund of member contributions	36,520
Expenses	152,413
Balance - June 30, 2023	**$57,284,886**

These amounts do not reflect the actuarial value adjustment of $853,601. The derivation of this adjustment is on page A-5.

SECTION C

FUNDING OBJECTIVE, SUMMARY OF VALUATION PROCESS, METHODS AND ASSUMPTIONS

Basic Funding Objective and Operation of the Retirement System

Benefit Promises Made Which Must Be Paid For. A retirement system is an orderly means of handing out, keeping track of, and financing contingent pension promises to a group of employees. As each member of the retirement system acquires a unit of service credit the member is, in effect, handed an "IOU" which reads: "Your Act 345 Retirement System promises to pay you one unit of retirement benefits, payments in cash commencing when you retire."

The principal related financial question is: ***When shall the money required to cover the "IOU" be contributed?*** This year, when benefit of the member's service is received? Or, some future year when the "IOU" becomes a cash demand?

The Constitution of the State of Michigan is directed to the question:

> "Financial benefits arising on account of service rendered in each fiscal year shall be funded during that year and such funding shall not be used for financing unfunded accrued liabilities."

Section 9(2) of Act 345 is also directed to the question:

> "Sec. 9(2). - - - For the purpose of creating and maintaining a fund for the payment of the pensions and other benefits payable hereunder, the said city, village or municipality, subject to the provisions of this act, shall appropriate, at the end of such regular intervals as may be adopted, quarterly, semi-annually, or annually, an amount sufficient to maintain actuarially determined reserves covering pensions payable or which might be payable on account of service performed and to be performed by active members and pensions being paid retired members and beneficiaries - - ."

Translated into actuarial terminology, the constitutional and Act 345 level percent-of-payroll contribution objective means that the contribution rate must total at least:

> ***Normal Cost*** (the current value of benefits likely to be paid on account of members' service being rendered in the current year)
>
> . . . plus . . .
>
> ***Interest on Unfunded Actuarial Accrued Liability*** (unfunded actuarial accrued liability is the actuarial present value of benefits not covered by present assets and anticipated future normal costs).

If contributions to the Retirement System are less than the preceding amount, the difference, plus investment earnings not realized thereon, will have to be contributed at some later time, or benefits will have to be reduced, to satisfy the fundamental fiscal equation under which all retirement systems must operate; that is:

B = C + I - E

> **Benefit** payments to any group of members and their beneficiaries cannot exceed the sum of:
>
> **Contributions** received on behalf of the group.
>
> . . . plus . . .
>
> **Investment** earnings on contributions received and not required for immediate cash payment of benefits.
>
> . . . minus . . .
>
> **Expenses** incurred in operating the system.

A by-product of level percent-of-payroll financing is the accumulation of invested assets. Investment income becomes a major contributor to the Retirement System, and the amount is directly related to the amount of contributions and investment performance.

Computed Contribution Rate Needed to Finance Benefits. From a given schedule of benefits and from the data furnished, the contribution rate is calculated – ***by means of an actuarial valuation*** – the technique of assigning monetary values to the risks assumed in operating a retirement program.

Actuarial Valuation Process

An actuarial valuation is the process by which a balance between revenues (participant contributions, employer contributions and investment income) and obligations (benefits and expenses) is determined and its actuarial condition is measured.

The flow of activity constituting the valuation may be summarized as follows:

A. ***Covered person information about***:

- each person receiving pension payments
- each former participant with a vested pension not yet payable
- each former participant who is not vested and has not claimed a member contribution refund
- each active participant

B. + ***Financial Information*** (assets, revenues, and expenditures)

C. + ***Benefit Provisions***

D. + ***Experience Estimates*** about the volume and incidence of future activities

E. + ***Actuarial Cost Method*** for allocating costs to time periods

F. + ***Mathematically combining the person information, financial information, benefit provisions, experience estimates and actuarial cost method***

G. = Determination of:

- contribution rate for the plan year
- current funded condition

Items A, B and C are furnished by the pension office and constitute the current knowns about the System. Since the majority of activities will occur in the future, estimates must be made about these future activities (Item D).

Demographic assumptions are generally selected on the basis of the System's historical activity, modified for expected future differences. Past activity of funds which are similar in nature to the fund being valued may be utilized if fund data or activities are insufficient to be reliable.

Fiscal assumptions, on the other hand, do not lend themselves to prediction on the basis of historical activity -- the reason being that both salary increases and investment return are impacted by inflation. Inflation defies reliable prediction. Fiscal assumptions are generally selected on the basis of what would be expected to occur in an inflation-free environment and then both are increased by some provision for long-term inflation.

This is a case where two wrongs may make a right. If inflation is higher than expected it will probably result in actual rates of salary increase and investment return which exceed the assumed rates. Salaries increasing faster than expected result in unexpected costs. Investment returns exceeding the assumed rate result in unanticipated assets. To a large degree, the additional assets will offset the additional cost over the long-term.

Once items A, B, C and D are available, the actuarial valuation process begins. The first step is to determine the plan's ***total actuarial present value*** for individuals in each of the 3 covered person categories.

> ***Retired members*** now receiving monthly payments;
> ***Vested terminated members*** not yet at retirement age; and
> ***Active members***.

The actuarial present value is the value today after taking into account the probabilities of payment and the effect of time of System promises to pay benefits in the future on the basis of both services already completed and projected future service.

Actuarial Cost Method

In addition to the actuarial assumptions, the actuary also makes use of an Actuarial Cost Method to allocate costs to particular years. In common with most public-sector plans, the City of Jackson Act 345 Policemen and Firemen Retirement System uses the Entry Age Normal method. Theoretically, this method produces a level pattern of funding over time, (as a percentage of member payroll) and thereby provides equity between various generations of tax payers. We continue to believe this method is appropriate for the City of Jackson Act 345 Policemen and Firemen Retirement System.

The total actuarial present value is allocated between projected future service and completed service by the actuarial cost method (Item E) – the ***individual entry-age*** method is being utilized for this valuation. The portion of the total actuarial present value allocated to projected future service is the ***actuarial present value of future normal cost*** -- normal cost being the series of annual costs, from entry age to retirement age, which will accumulate to the actuarial present value of the individual's benefit at the time of retirement or death. The remainder of the total actuarial present value is the ***actuarial accrued liability***.

At this stage determination has been made of:

1. The total actuarial present value;
2. The actuarial present value of future normal cost; and
3. The actuarial accrued liability.

In the typical plan, the actuarial accrued liability may not be covered by the plan's Actuarial Value of Assets – leaving an ***unfunded actuarial accrued liability*** (see page C-6 for further discussion on unfunded actuarial accrued liability).

The Actuarial Value of Assets used for funding purposes is derived as follows: prior year Actuarial Value of Assets are increased by contribution and expected investment income and reduced by refunds and benefit payments. To this amount is added 25% of the difference between expected and actual investment income for each of the previous four years.

The next step in the valuation process is a determination of the contribution rate (Item G) required to support fund benefits in accordance with the funding objective (page A-1).

The contribution rate is determined in two basic components:

1. The normal cost component; and
2. The component which will finance (pay-off) the unfunded actuarial accrued liability over the period indicated on page A-2.

Actuarial Cost Method

The Unfunded Actuarial Accrued Liability (UAAL) was determined using the Actuarial Value of Assets and Actuarial Accrued Liability calculated as of the valuation date. The UAAL amortization payment (one component of the contribution requirement) is the level percent of pay required to fully amortize the UAAL. The UAAL attributed to active members effective June 30, 2015 was amortized over a 15-year closed period and the UAAL attributed to current retirees and beneficiaries was amortized over a 12-year closed period effective June 30, 2015. As of June 30, 2023, these amortization periods are at 6 and 2 years respectively.

Gains or losses to the UAAL that have occurred after June 30, 2015 and the current valuation date are amortized over 15-year closed periods. This UAAL payment reflects any payments expected to be made between the valuation date and the date contributions determined by this report are scheduled to begin. In future years, new gains and losses (experience along with other changes such as assumptions or benefit provisions) will be amortized separately ("new layers") as they occur (over 15-year closed amortization periods). This will create an "amortization schedule" of contribution rates. This schedule will require periodic review by the Board.

Actuarial Assumptions Used for the Valuation

Funding objective contribution requirements and actuarial present values are calculated by applying estimates of future System activities (actuarial assumptions) to the benefit provisions and people information of the fund, using the actuarial cost method described on page C-5.

The principal areas of activity which require estimates are:

(i) Rates of inflation impacting assets of the System and active member pays

(ii) Long-term rates of investment return to be generated by the assets of the fund

(iii) Rates of salary increases to members

(iv) Rates of mortality among members, retirants and beneficiaries

(v) Rates of withdrawal of active members

(vi) Rates of retirement due to age and service

(vii) Rates of disability among members

In a valuation, the monetary effect of each activity is calculated for as long as a present covered person survives – a period of time which can be as long as a century.

Actual activities of the Retirement System will not coincide exactly with estimated activities due to the nature of the activities. Each valuation provides a complete recalculation of estimated future activities and takes into account the effect of differences between estimated and actual activities to date. The result is a continual series of adjustments (usually small) to the computed contribution rate.

From time-to-time, one or more of the estimates are modified to reflect experience trends (but not random or temporary year-to-year fluctuations).

The Board of Trustees sets the assumptions. Actuarial assumptions were most recently reviewed and adopted by the Board of Trustees for the June 30, 2023 Actuarial Valuation. The rationale for the economic and mortality assumptions is described in the 2017-2022 Experience Study report dated July 31, 2023. We recommend that the Board set a policy for regular reviews of the actuarial assumptions such as every five years.

All actuarial assumptions are expectations of future experience, not market measures.

The rate of net investment return used was 6.00% a year, compounded annually net of expenses. The assumed rate of price inflation is 2.25% per year resulting in a real rate of return of 3.75% per year. These rates were first used in the June 30, 2018 Actuarial Valuation. The assumed rate of wage inflation and base payroll growth is 2.75% per year. This is the same payroll growth assumption used to amortize unfunded actuarial accrued liability. This assumption was first used in the June 30, 2023 Actuarial Valuation.

This assumption was used to discount the value of future payments due at different points in time. Approximate investment returns, for the purpose of comparisons with assumed returns, have been as follows:

	Year Ended June 30					5-Year
	2023	2022	2021	2020	2019	Average*
Nominal rate	9.8%	(10.5%)	26.9%	2.8%	5.3%	6.2 %
Inflation rate	3.0%	9.1%	5.4%	0.6%	1.6%	3.9 %
Real rate	6.8%	(19.6%)	21.5%	2.2%	3.7%	2.0 %

* *Compound average annual rate of increase.*

The nominal rate of return (i.e., Market Value of Assets Rate of Investment Return) was computed using the approximate formula i = I divided by 1/2 (A + B - I), where I is actual realized investment income net of expenses plus market value adjustments, A is the beginning of year market asset value, and B is the end of year market asset value.

These rates of return should not be used for measurement of an investment advisor's performance or for comparisons with other pension funds – to do so will mislead.

The rates of salary increase used are in accordance with the following graded table.

The merit and longevity assumption was first used for the June 30, 2018 valuation. Beginning with the June 30, 2023 valuation, a 2.75% assumption was used in recognition of wage inflation. This, combined with a graded allowance for promotion and longevity, is used to project current salaries to those upon which pension amounts will be based.

Years of Service	Annual Rate of Pay Increase		
	Base (Economic)	Merit & Longevity	Total
0 to 1	2.75 %	9.00 %	11.75 %
1 to 2	2.75	8.00	10.75
2 to 3	2.75	7.00	9.75
3 to 4	2.75	6.00	8.75
4 to 5	2.75	5.00	7.75
5 to 6	2.75	4.00	6.75
6 to 7	2.75	3.00	5.75
7 to 8	2.75	2.00	4.75
8 to 9	2.75	1.00	3.75
9 to 10	2.75	0.00	2.75
10+	2.75	0.00	2.75

Actual valuation payroll has increased at the following rate:

	Year Ended June 30					5-Year
	2023	2022	2021	2020	2019	Average*
Total payroll	(2.1) %	15.1 %	(4.5) %	0.0 %	6.2 %	2.9 %
Average pay	1.9	0.2	(5.9)	6.1	6.2	1.7

* *Compound average annual rate of increase.*

The mortality table used was the Pub-2010 Safety (amount-weighted) Healthy Retiree Mortality Table adjusted for mortality improvements using projection scale MP-2021 on a fully generational basis. This mortality basis was first used for the June 30, 2023 valuation. Sample values follow:

Sample Attained Ages in 2023	Probability of Dying Next Year		Future Life Expectancy (Years)	
	Male	Female	Male	Female
50	0.18%	0.14%	35.57	37.61
55	0.29	0.25	30.51	32.50
60	0.52	0.46	25.62	27.58
65	0.89	0.73	21.02	22.93
70	1.45	1.16	16.73	18.54
75	2.50	2.00	12.82	14.46
80	4.54	3.60	9.40	10.85
Ref:	2703 x 971	2704 x 972		

This assumption is used to measure the probabilities of each benefit payment being made after service retirement.

The Pub-2010 Safety (amount-weighted) Disabled Mortality Table adjusted for mortality improvements using projection scale MP-2021 on a fully generational basis is used to measure the probabilities of each benefit payment being made after disability retirement.

The Pub-2010 Safety (amount-weighted) Employee Mortality Table adjusted for mortality improvements using projection scale MP-2021 on a fully generational basis is used to measure the probabilities of members dying before retirement.

The weighting of duty and ordinary deaths-in-service is 50%/50%.

The Annuity Withdrawal Provision is explicitly modeled in the valuation for active members. The rate of assumed investment return to determine reduced monthly pension benefit are as follows:

Police Command Hired before 1997:	3.00%
Police Patrol Hired before 1997:	3.00%
Fire Hired before 2004:	3.00%
Police Command Hired on or after 1997:	6.00%
Police Patrol Hired on or after 1997:	6.00%
Fire Hired on or after 2004:	6.00%

An assumed investment rate of return for calculating the reduction in benefit due to annuity withdrawal of 6.00% is actuarially cost neutral to the System. In reality, if the member's effective rate is greater than 6.00%, the System will experience an actuarial liability gain in the event the member elects the annuity withdrawal option.

The rates of retirement used to measure the probability of eligible members retiring during the next year were as follows:

Years of Service	Percents of Active Members Retiring within Next Year
25	50 %
26	50
27	50
28	50
29	50
30+	100

Sample Ages	Percents of Active Members Retiring within Next Year
45	50 %
46	50
47	50
48	50
49	50
50	50
51	50
52	50
53	50
54	50
55	50
56	50
57	50
58	50
59	50
60+	100

100% of members are assumed to retire at age 60 with 10 years of service.

These rates were first used for the June 30, 2018 valuation.

Rates of separation from active membership are shown below (rates do not apply to members eligible to retire and do not include separation on account of death or disability). This assumption measures the probabilities of members remaining in employment. These rates were first used for the June 30, 2023 valuation.

Sample Ages	Years of Service	% of Active Members Separating within Next Year
ALL	0	21.00 %
	1	18.00
	2	15.00
	3	12.00
	4	9.00
	5	6.00
	6	5.00
	7	4.00
	8	3.00
	9	2.00
	10+	1.00

The interest rate currently being credited on refunds of accumulated contributions paid to terminating members was assumed to be 2% per annum.

Rates of disability were weighted 50% duty and 50% ordinary disability and are shown as follows:

Sample Ages	% of Active Members Becoming Disabled within Next Year
20	0.15 %
25	0.18
30	0.20
35	0.29
40	0.42
45	0.65
50	1.05
55	1.84
60	3.06

Miscellaneous and Technical Assumptions

Marriage Assumption	90% of all members are assumed to be married for purposes of death-in-service benefits and 80% for deaths after retirement.
Pay Increase Timing	Beginning of (Fiscal) year. This is equivalent to assuming that reported pays represent amounts paid to members during the year ended on the valuation date.
Decrement Timing	Decrements of all types are assumed to occur mid-year.
Eligibility Testing	Eligibility for benefits is determined based upon the age nearest birthday and service nearest whole year on the date the decrement is assumed to occur.
Benefit Service	Exact fractional service is used to determine the amount of benefit payable.
Decrement Relativity	Decrement rates are used directly from the experience study, without adjustment for multiple decrement table effects.
Decrement Operation	Disability and mortality decrements do not operate during the first 5 years of service. Disability and withdrawal do not operate during retirement eligibility.
Normal Form of Benefit	The assumed normal form of benefit is the 60% joint and survivor for married members and straight life for non-married members.
Liability Adjustments	None.
Incidence of Contributions	Contributions are assumed to be received continuously throughout the year based upon the computed percent-of-payroll shown in this report, and the actual payroll payable at the time contributions are made. New entrant normal cost contributions are applied to the funding of new entrant benefits.
Option Factors	Option factors are based upon 6.00% interest and the Pub-2010 Safety (amount-weighted) Mortality Table adjusted for mortality improvements using projection scale MP-2021 on a fully generational basis. These assumptions are intended to create actuarially cost-neutral factors for the System.
Data Adjustments	Accumulated member contributions are not reported for the annual valuation, but only the member contributions made during the prior year. Accumulated member contribution balances are estimated by applying interest (2% assumed) on the balance from the prior year and adding the member contributions reported for the valuation. **To account for 27 pay periods during the 2023 fiscal year, reported payrolls for returning active members were adjusted by 26/27.**

Glossary

Accrued Service – The service credited under the plan which was rendered before the date of the actuarial valuation.

Actuarial Accrued Liability – The difference between (i) the actuarial present value of future plan benefits, and (ii) the actuarial present value of future normal cost. Sometimes referred to as "accrued liability" or "past service liability."

Actuarial Assumptions – Estimates of future plan experience with respect to rates of mortality, disability, turnover, retirement, rate or rates of investment income and salary increases. Decrement assumptions (rates of mortality, disability, turnover and retirement) are generally based on past experience, often modified for projected changes in conditions. Economic assumptions (salary increases and investment income) consist of an underlying rate in an inflation-free environment plus a provision for a long-term average rate of inflation.

Actuarial Cost Method – A mathematical budgeting procedure for allocating the dollar amount of the "actuarial present value of future plan benefits" between the actuarial present value of future normal cost and the actuarial accrued liability. Sometimes referred to as the "actuarial funding method."

Actuarial Equivalent – A single amount or series of amounts of equal value to another single amount or series of amounts, computed on the basis of the rate(s) of interest and mortality tables used by the plan.

Actuarial Present Value – The amount of funds presently required to provide a payment or series of payments in the future. It is determined by discounting the future payments at a predetermined rate of interest, taking into account the probability of payment.

Amortization – Paying off an interest-bearing liability by means of periodic payments of interest and principal, as opposed to paying it off with a lump sum payment.

Experience Gain (Loss) – A measure of the difference between actual experience and that expected based upon a set of actuarial assumptions during the period between two actuarial valuation dates, in accordance with the actuarial cost method being used.

Normal Cost – The annual cost assigned, under the actuarial funding method, to current and subsequent plan years. Sometimes referred to as "current service cost." Any payment toward the unfunded actuarial accrued liability is not part of the normal cost.

Reserve Account – An account used to indicate that funds have been set aside for a specific purpose and are not generally available for other uses.

Unfunded Actuarial Accrued Liability – The difference between the actuarial accrued liability and actuarial value of assets. Sometimes referred to as "unfunded accrued liability."

Actuarial Value of Assets – The value of current plan assets recognized for valuation purposes.

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January 25, 2024

Ms. Sandra M. Sykes
Pension Administrator
City of Jackson Act 345 Policemen
and Firemen Retirement System
161 West Michigan Avenue
Jackson, Michigan 49201

Dear Ms. Sykes:

Enclosed are eight copies of the annual Actuarial Valuation as of June 30, 2023 of the City of Jackson Act 345 Policemen and Firemen Retirement System.

Sincerely,
Gabriel, Roeder, Smith & Company



James R. Sparks, ASA, FCA, MAAA

JRS:dj
Enclosures

cc: Amanda Wedgwood (Electronic Copy)
The Rehman Group

City of Jackson
Employees Retirement System
Actuarial Valuation Report
as of June 30, 2023



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Report of June 30, 2023 Actuarial Valuation

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January 25, 2024

Board of Trustees
City of Jackson
Employees Retirement System
Jackson, Michigan

Re: City of Jackson Employees Retirement System Actuarial Valuation as of June 30, 2023

Dear Board Members:

The results of the June 30, 2023 Annual Actuarial Valuation of the City of Jackson Employees Retirement System are presented in this report.

This report was prepared at the request of the Board and is intended for use by the Retirement System and those designated or approved by the Board. This report may be provided to parties other than the System only in its entirety and only with the permission of the Board. GRS is not responsible for unauthorized use of this report.

The purposes of the valuation are to measure the System's funding progress and to determine the employer contribution rate for the fiscal year ending June 30, 2025 (beginning July 1, 2024). Information required by Statement Nos. 67 and 68 of the Governmental Accounting Standards Board (GASB) are provided in separate reports. This report should not be relied on for any purpose other than the purposes described herein. Determinations of financial results, associated with the benefits described in this report, for purposes other than those identified above may be significantly different.

The contribution amount in this report is determined using the actuarial assumptions and methods disclosed in Section C of this report. This report includes risk metrics on pages A-12 and A-13 but does not include a more robust assessment of the risks of future experience not meeting the actuarial assumptions. Additional assessment of risks was outside the scope of this assignment. We encourage routine review and assessment of investment and other significant risks that may have a material effect on the System's financial condition.

This valuation assumed the continuing ability of the plan sponsor to make the contributions necessary to fund this plan. A determination regarding whether or not the plan sponsor is actually able to do so is outside our scope of expertise and was not performed.

This report was prepared using our proprietary valuation model and related software which, in our professional judgment, has the capability to provide results that are consistent with the purposes of the valuation and has no material limitations or known weaknesses. We performed tests to ensure that the model reasonably represents that which is intended to be modeled.

The findings in this report are based on data and other information through June 30, 2023. This valuation was based upon information furnished by the City, concerning Retirement System benefits, financial transactions, plan provisions and active members, terminated members, retirees and beneficiaries. We checked for internal reasonability and year-to-year consistency, but did not audit the data. We are not responsible for the accuracy or completeness of the information provided by the City.

The actuarial methods and assumptions used in the valuation are summarized in Section C of this report. The assumptions are established by the Retirement System's Board of Trustees after consulting with the actuary. The actuarial assumptions used for the valuation produce results which, individually and in the aggregate are reasonable. The combined effect of the assumptions, excluding prescribed assumptions or methods set by law, is expected to have no significant bias (i.e., not significantly optimistic or pessimistic).

This report has been prepared by actuaries who have substantial experience valuing public employee retirement systems. To the best of our knowledge, the information contained in this report is accurate and fairly presents the actuarial position of the City of Jackson Employees Retirement System as of the valuation date. All calculations have been made in conformity with generally accepted actuarial principles and practices and with the Actuarial Standards of Practice issued by the Actuarial Standards Board.

James R. Sparks and Derek Henning are Members of the American Academy of Actuaries (MAAA). These actuaries meet the Academy's Qualification Standards to render the actuarial opinions contained herein.

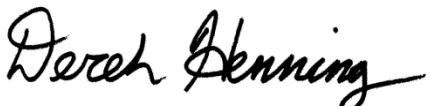
The signing actuaries are independent of the plan sponsor.

Gabriel, Roeder, Smith & Company will be pleased to review this valuation and report with the Board of Trustees and to answer any questions pertaining to the valuation.

Respectfully submitted,
Gabriel, Roeder, Smith & Company



James R. Sparks, ASA, FCA, MAAA



Derek Henning, ASA, EA, FCA, MAAA

JRS/DH:dj

C0026

EXECUTIVE SUMMARY

Executive Summary

Valuation Date	June 30, 2022	June 30, 2023
Contribution for Fiscal Year Ending	June 30, 2024	June 30, 2025
Assumed Investment Rate of Return	6.85%	6.45%
Recommended Employer Contributions:		
Percentage of Projected Covered Payroll	10.18%	12.04%
Estimated Annual Amount	$ 1,066,460	$ 1,347,820
Membership		
Number of		
Active Members	161	171
Retirees and Beneficiaries	187	186
Inactive, Non-Retired Members	23	20
Total	371	377
Total Active Member Payroll	$ 9,876,429	$ 10,602,769
Total Pensions Being Paid	$ 3,589,013	$ 3,576,840
Assets		
Market Value	$ 40,503,270	$ 43,046,032
Actuarial Value	$ 43,306,900	$ 44,415,783
Return on Market Value	(12.03)%	10.40%
Return on Actuarial Value	5.23%	6.34%
Ratio - Actuarial Value to Market Value	106.9%	103.2%
Actuarial Information		
Normal Cost %	8.95%	9.50%
Actuarial Accrued Liability (AAL)	$ 56,465,722	$ 59,999,049
Unfunded Actuarial Accrued Liability (UAAL)	$ 13,158,822	$ 15,583,266
Funded Ratio	76.7%	74.0%
Amortization Period Remaining		
Non-DROP UAAL as of 6/30/2016	24 years	23 years
Assumption/Method Changes as of 6/30/2018	26 years	23 years
Experience and Benefit Provision Changes (FY's 2017-2022)	25-30 years	23 years
Experience Gain/(Loss) - New Amortization Layers	30 years	20 years

The Unfunded Actuarial Accrued Liability (UAAL) was financed as level percentages of member payroll. Please refer to page A-3 for a detailed schedule of the amortization periods to finance the unfunded liability.

Highlights/Changes

- Assumption changes, primarily the decrease in the assumed rate of investment return, in conjunction with the 2017-2022 Experience Study increased liabilities in the System.
  - At the August 2023 Board meeting, the Board of Trustees adopted to gradually decrease the assumed rate of investment return from 6.85% to 6.00% over the next two actuarial valuations.
  - The June 30, 2023 actuarial valuation assumed rate of investment return is 6.45%.
  - The Board of Trustees additionally adopted to consolidate the current UAAL amortization schedule to a single 24-year amortization period (with 23 years remaining as of the June 30, 2023 valuation). Future System experience is to be amortized over new 20-year closed periods.
- While investment experience on a market value basis was favorable, the experience on an actuarial value of assets basis was less favorable (6.34% vs. 6.85% previously assumed), resulting in a small loss.
- Membership experience was near expectations for the 2023 fiscal year and resulted in a small gain.

The Executive Summary gives an overview of the entire report. It cannot be used as a substitute for a thorough reading of the full report.

Executive Summary

Actuarial Valuation

This report presents the actuarial valuation of the City of Jackson Employees Retirement System prepared as of June 30, 2023. Valuations are prepared annually.

The primary purposes of this valuation report are to measure the System's liabilities, to determine the required employer contribution rate based upon the System's funding policy and to analyze changes in the System's actuarial position.

In addition, this report provides summaries of the member data, financial data, plan provisions, and actuarial assumptions and methods.

Financing Objectives

The System is supported by member contributions, employer contributions, and net earnings on the investments of the fund. The total contribution is determined by the actuarial valuation. Effective July 1, 2023, the member contribution rates were set to fixed rates, as approved by the Board of Trustees at the November 2022 Board Meeting. The employer contribution is the remainder of the total computed contribution. Previously (and until June 30, 2023), the member contribution rate was set at one-half of the total computed contribution less amounts for the DROP which are contributed by the City (not to exceed the respective benefit tier's normal cost rate).

The combined member and employer contributions are intended to be sufficient to pay the normal cost and to amortize the Unfunded Actuarial Accrued Liability (UAAL). The UAAL as of June 30, 2023 is financed over multiple level percent of pay closed periods (a method commonly referred to as layered amortization).

Unfunded liabilities associated with experience deviations, benefit changes, or assumption changes in future years are to be amortized over a closed period not exceeding 20 years beginning with the valuation year in which they arise. The sources and financing of the UAAL are shown on page A-3.

Amortization Policy

For the June 30, 2016 valuation, the Board adopted an Amortization Policy to finance the Unfunded Actuarial Accrued Liability (UAAL). The cost of the DROP was amortized over a closed 15-year period (which is fully amortized as of June 30, 2023). The Non-DROP UAAL as of the June 30, 2016 valuation was financed over a closed period of 30 years starting with the contribution for the fiscal year ending June 30, 2018. Unfunded liabilities associated with experience deviations, benefit changes, or assumption changes were to be amortized over a closed period not exceeding 30 years beginning with the valuation year in which they arise.

Effective with the June 30, 2023 valuation, all prior closed periods were reset to a single closed 23-year period and future amortization of unfunded liabilities associated with experience deviations will be amortized over closed periods not exceeding 20 years beginning with the valuation year in which they arise. This updated policy was adopted by the Board of Trustees at the August 2023 Board Meeting.

The most recent layers were created during this past 2023 Fiscal Year. The sources and financing of the UAAL are shown on page A-3.

Executive Summary

Contribution Requirement

The computed employer contribution for the fiscal year ending June 30, 2025 is 12.04% of covered payroll ($1,347,820 estimated in dollars). This compares with an employer contribution for the fiscal year ending June 30, 2024 of 10.18% of covered payroll ($1,066,460 estimated in dollars).

This valuation assumes that the plan sponsor will be able to make future contributions on a timely basis. Failure to receive the recommended employer contributions on a timely basis could jeopardize the sustainability of the System. We did not perform an analysis of the ability of the plan sponsor to make future contributions. Such an analysis is not within the scope of our assignment or within our analytical skill set.

Assets

The Actuarial Value of Assets is a smoothed Market Value. A smoothed value is used in order to dampen some of the year-to-year fluctuations in valuation results that would occur if the Market Value were used each year. The Actuarial Value of Assets (AVA) as of June 30, 2023 was $44,415,783. The Market Value of Assets ($43,046,032) is currently lower than the Actuarial Value of Assets by $1,369,751 as of the valuation date (see page A-5). The unrecognized investment gains and losses for the 2021-2023 fiscal years will continue to be recognized over the next three years.

The investment return rate for the plan year ending June 30, 2023 on a Market Value basis was 10.40%, while it was 6.34% on an Actuarial Value basis. These figures differ because of the asset valuation procedure described above.

Funded Status

As of the valuation date, the Actuarial Accrued Liability (AAL) was $59,999,049 and the Actuarial Value of Assets (AVA) was $44,415,783, resulting in an Unfunded Actuarial Accrued Liability (UAAL) of $15,583,266. The funded ratio (the ratio of the Actuarial Value of Assets to the Actuarial Accrued Liability) is 74.0%. At the time of last year's valuation, the UAAL was $13,158,822, and the funded ratio was 76.7%. The Market Value of Assets is 71.7% of the Actuarial Accrued Liability. See page A-10 for the development of the actuarial gain or loss over the last year and page A-6 for a history of the funded ratios.

The Funded Status and Unfunded Actuarial Accrued Liability are not appropriate for assessing the sufficiency of plan assets to cover the estimated cost of settling the plan's benefit obligations. By themselves, these measures are not appropriate for assessing the need for or the amount of future employer contributions.

Executive Summary

Benefit Provisions

There were no benefit changes for the current valuation. Please see the Summary of Benefits in Section B, for full detail on the current plan provisions.

Actuarial Assumptions and Methods

In determining costs and liabilities, actuaries use assumptions about the future, such as rates of salary increase, probabilities of retirement, termination, death and disability, and an investment return assumption. The Board of Trustees sets the actuarial assumptions and methods considering recommendations made by the plan's actuary and other advisors. Actuarial assumptions were most recently reviewed and adopted by the Board of Trustees for the June 30, 2023 Actuarial Valuation. The rationales for the assumptions are described in the 2017-2022 Experience Study report dated July 31, 2023.

In conjunction with the 2017-2022 Experience Study, the following actuarial assumption changes were made since the June 30, 2022 Actuarial Valuation:

- Reduced the base payroll growth assumption from 3.00% to 2.75%.
- Scheduled to reduce the assumed rate of investment return from 6.85% to 6.00% over a two-year period. For the June 30, 2023 valuation, 6.45% will be assumed and 6.00% will be assumed effective for the June 30, 2024 actuarial valuation.
- Changes to pay increase assumptions, withdrawal, disability and retirement patterns.
- Mortality tables updated based upon the Pub-2010 General (amount-weighted) with the MP-2021 mortality improvement scale for future mortality improvement expectations.
- 0.50% load to the normal cost (as a percentage of payroll) to fund for the System's administrative expenses.

To account for 27 pay periods during the 2023 fiscal year, the reported payroll for members who were active during the entire fiscal year were adjusted by 26/27.

It is our recommendation that the Board set a policy for regular reviews of the actuarial assumptions, such as every 5 years. This period is industry standard and complies with Public Act 202.

Actuarial Experience

Net experience of the Retirement System was in aggregate slightly unfavorable during the year ending June 30, 2023, resulting in a loss of $67 thousand (0.12% of the prior year's Actuarial Accrued Liabilities). Most of the unfavorable experience came from investment losses totaling $217 thousand attributable as a result of the recognized investment return (on the Actuarial Value of Assets) below the prior valuation's assumed rate of 6.85%. This loss was mostly offset by demographic gains. The demographic gains were mostly attributable to lower retirements than expected (0 actual vs 5.6 expected) and higher non-vested terminations/quits than expected (17 actual vs 14.7 expected).

The investment rate of return for the fiscal year ending 2023 on a Market Value basis was 10.40%, and 6.34% on an Actuarial Value basis. The reason these figures differ is because the Actuarial Value of Assets smooth prior investment gains and losses over a four-year period.

The experience gains and losses are derived on page A-10.

Executive Summary

Looking Forward

The Board adopted to reduce the assumed rate of investment return over a two-year period, beginning with this actuarial valuation. The assumed rate of investment return used in this report was 6.45%. This assumption will reduce to 6.00% in next year's valuation report. This scheduled assumption change for the June 30, 2024 valuation will put upward pressure on the Actuarially Recommended Employer Contributions for the Fiscal Year ending June 30, 2026 by roughly an additional 2% of payroll.

The total normal cost for new tier members (Hybrid members) hired on and after July 1, 2012 will be lower than the average normal cost for members hired prior to June 30, 2012 (non-hybrid members). This means that the total contribution rate is expected to decline over time as new tier members replace the current members.

Michigan Public Act 202

Michigan Public Act 202 (PA 202) was signed into law December 20, 2017 and requires local units of government to electronically submit Form 5572 to the Michigan Department of Treasury (DOT) on an annual basis to evaluate the funded status of the retirement pension system. The local unit of government is considered underfunded if the actuarial accrued liability of a retirement pension system is less than 60% funded, and if the annual required contribution for all of the retirement systems of the local unit of government is greater than 10% of annual general fund operating revenues. An underfunded local unit of government is required to develop and submit for approval a corrective action plan for the local unit of government.

The Michigan State Treasurer has established uniform actuarial assumptions as required by PA 202 for use with the annual Form 5572 (Retirement System Annual Report).

The current valuation assumptions and/or methods used by the System match or fall in the range of uniform assumptions established by the Treasurer for PA 202 reporting purposes with the exception of the amortization period of the UAAL (maximum period of 16 years for FY 2023).

The following information has been prepared to provide some of the information necessary to complete the pension reporting requirements for the State of Michigan's Local Government Retirement System Annual Report (Form 5572). Additional resources are available on the State website.

Line	Descriptive Information	
18	**Actuarial Assumptions**	
19	Actuarial assumed Rate of Investment Return	6.45%
20	Amortization method utilized for funding the system's unfunded actuarial accrued liability, if any	Level Percent, Layered
21	Amortization period utilized for funding the system's unfunded actuarial accrued liability, if any	23*
22	Is each division within the system closed to new employees?	No
23	**Uniform Assumptions**	
24	Enter retirement pension system's actuarial value of assets using uniform assumptions	$ 44,415,783.00
25	Enter retirement pension system's actuarial accrued liabilities using uniform assumptions	$ 59,999,049.00
26	Funded ratio using uniform assumptions	74.0%
27	Actuarially Determined Contribution (ADC) using uniform assumptions	$ 1,640,785.00
28	All systems combined ADC/Governmental fund revenues	*Automatically Calculated*

** Weighted average of amortization layers.*

Reserve Transfers

The June 30, 2023 actuarial present value of retirement allowances exceeded the balance in the Reserve for Retired Benefit Payments. In order to maintain a balance between the assets and the liabilities allocated to retired lives, the following transfer **to** the Reserve for Retired Benefit Payments **from** the Reserve for Employer Contributions is assumed:

Transfers to the Reserve for Retired Benefit Payments from the Reserve for Employer Contributions

General	Water and Sewage
$2,393,910	$0

SECTION A

VALUATION RESULTS

Funding Objective

The funding objective of the Retirement System is to establish and receive contributions, expressed as percentages of active member payroll, which will remain approximately level from year-to-year and will not have to be increased for future generations of citizens.

Contribution Rates

The Retirement System is supported by member contributions, City contributions and investment income from Retirement System assets.

Contributions, which satisfy the funding objective, are determined by the annual actuarial valuation and are sufficient to:

(1) Cover the actuarial present value of benefits allocated to the current year by the actuarial cost method described in Section C (the normal cost); and

(2) Finance over a period of future years the actuarial present value of benefits not covered by the actuarial value of assets and anticipated future normal costs (unfunded actuarial accrued liability).

Computed contribution rates for the fiscal year ending June 30, 2025 are shown on page A-2.

Contributions to Fund Benefits
Expressed as Percentages of Active Member Payroll

Contributions for	Fiscal Year Ending June 30, 2025 Non-Hybrid	Hybrid	Total Weighted Averages
Normal Cost			
Age and Service Allowances	8.67 %	5.56 %	6.74 %
Disability and Survivor	0.75	0.59	0.65
Refunds of Member Contributions	1.81	1.50	1.61
Administrative Expenses	0.50	0.50	0.50
Total Normal Cost	11.73	8.15	9.50
Unfunded Actuarial Accrued Liability (UAAL)	9.10	9.10	9.10
Total Computed Contribution (Member+Employer)	20.83 %	17.25 %	18.60 %
Less Weighted Average Member Contributions	7.72 %	5.87 %	6.56 %
Recommended Employer Contributions as Percentage of Payroll	**13.11 %**	**11.38 %**	**12.04 %**
Total Dollar Contribution			**$ 1,347,820**

Notes

Please refer to page A-3 for a detailed breakdown of the sources and financing periods of UAAL (9.10%).

Financing of the
Unfunded Actuarial Accrued Liability

Year Established	Amortization Period (Yrs) Initial	Remaining	Unfunded Actuarial Accrued Liability (UAAL) Initial Amount	Amount as of Valuation Date June 30, 2023	UAAL Contribution for Fiscal Year Ending July 1, 2025 Dollar	% of Pay
Unfunded Actuarial Accrued Liability as of June 30, 2022						
6/30/2022	24	23	$ 13,158,822	$ 12,858,679	$ 831,488	7.43%
(Gain)/Loss Amortization Layers (Fiscal Years 6/30/2023 and thereafter)						
Changes from Experience						
6/30/2023	20	20	$ 67,171	$ 67,171	$ 5,055	0.05%
Changes from Benefit Provisions						
Changes from Actuarial Assumptions/Methods						
6/30/2023	23	23	$ 2,657,416	$ 2,657,416	$ 182,175	1.63%
Totals				**$ 15,583,266**	**$ 1,018,718**	**9.10%**

In conjunction with the 2017-2022 Experience Study, the Board of Trustees adopted to consolidate all prior UAAL amortization basis to a single 24-year period (23 years remaining as of the June 30, 2023 valuation). The increase in UAAL resulting from actuarial assumption changes in conjunction with the 2017-2022 Experience Study was amortized over the same period.

Future amortization of unfunded liabilities associated with experience deviations (beginning with the June 30, 2023 actuarial valuation) are amortized over closed periods not exceeding 20 years, beginning with the valuation year in which they arise.

The single equivalent level percent-of-payroll amortization period based upon the above computed UAAL Contribution rate would be about 23 years. This schedule should be periodically reviewed by the Board.

Financing of the Actuarial Accrued Liability

In financing the actuarial accrued liability, the actuarial value of assets of $44,415,783 were distributed as shown below. Please see page A-5 for information concerning the derivation of the actuarial value of assets.

	Present Valuation Assets Applied to			
Reserves	Member Actuarial Accrued Liability	Retired Life Actuarial Liability	Contingency Reserve	Totals
Employees' Contributions	$ 8,489,219			$ 8,489,219
Employer Contributions	(359,569)	$ 2,393,910		2,034,341
Retired Benefit Payments		33,892,223	none	33,892,223
Totals	$ 8,129,650	$ 36,286,133	none	$ 44,415,783

Assets were applied against actuarial accrued liability in determining unfunded actuarial accrued liability as follows:

	Retired Lives	Active Members	Totals
Computed Actuarial Accrued Liability	$ 36,286,133	$ 23,712,916	$ 59,999,049
Applied Assets	36,286,133	8,129,650	44,415,783
Unfunded Actuarial Accrued Liability	$ none	$ 15,583,266	$ 15,583,266

Development of Actuarial Value of Retirement System Assets

Year Ended June 30:	2020	2021	2022	2023	2024	2025	2026
A. Actuarial Value Beginning of Year	$39,887,893	$40,465,579	$42,827,484	$43,306,900			
B. Market Value End of Year	39,166,667	47,877,576	40,503,270	43,046,032			
C. Market Value Beginning of Year	39,948,240	39,166,667	47,877,576	40,503,270			
D. Non-Investment Net Cash Flow							
D1. Net Cash Flow (NCF)	(1,958,603)	(1,930,510)	(1,716,658)	(1,586,239)			
D2. NCF/Market Value Beginning of Year: D1 / C	(4.9)%	(4.9)%	(3.6)%	(3.9)%			
E. Investment Income							
E1. Market Total: B - C - D1	1,177,030	10,641,419	(5,657,648)	4,129,001			
E2. Amount for Immediate Recognition	2,665,239	2,705,772	2,874,887	2,912,194			
E3. Amount for Phased-In Recognition: E1-E2	(1,488,209)	7,935,647	(8,532,535)	1,216,807			
F. Phased-In Recognition of Investment Income							
F1. Current Year: 0.25 x E3	(372,052)	1,983,912	(2,133,134)	304,202			
F2. First Prior Year	(157,541)	(372,052)	1,983,912	(2,133,134)	$ 304,202		
F3. Second Prior Year	132,325	(157,541)	(372,052)	1,983,912	(2,133,134)	$ 304,202	
F4. Third Prior Year	268,318	132,324	(157,539)	(372,052)	1,983,911	(2,133,133)	$304,201
F5. Total Recognized Investment Gain: F1 + F2 + F3 + F4	(128,950)	1,586,643	(678,813)	(217,072)	154,979	(1,828,931)	304,201
G. Actuarial Value End of Year: A + D1 + E2 + F5	40,465,579	42,827,484	43,306,900	44,415,783			
H. Difference Between Market & Actuarial Value	(1,298,912)	5,050,092	(2,803,630)	(1,369,751)			
I. Recognized Rate of Return	6.52%	10.87%	5.23%	6.34%			
J. Market Rate of Return	3.02%	27.86%	(12.03)%	10.40%			
K. Ratio of Actuarial Value to Market Value: G / B	103.3%	89.5%	106.9%	103.2%			

The Actuarial Value of Assets recognizes assumed investment income (line E2) fully each year. Differences between actual and assumed investment income (line E3) are phased-in over a closed four-year period. During periods when investment performance exceeds the assumed rate, Actuarial Value of Assets will tend to be less than Market Value. During periods when investment performance is less than the assumed rate, Actuarial Value of Assets will tend to be greater than Market Value. The Actuarial Value of Assets is unbiased with respect to Market Value. At any time, it may be either greater or less than Market Value. If actual and assumed rates of retirement income are exactly equal for four consecutive years, the Actuarial Value will become equal to Market Value.

Valuation Results
Comparative Statement

Valuation Date	(1) Actuarial Value of Assets	(2) Valuation Payroll	(3) Actuarial Accrued Liability (AAL)	(4) Unfunded Actuarial Accrued Liability (UAAL)	(5) Amortization Period Years^	(6) Funded Ratio (1) / (3)	(7) Gain (Loss)
6/30/03(a)	$ 33,229	$ 9,691	$ 29,902	$ (3,327)	N/A	111.1	$ (3,368)
6/30/04(a)	32,919	9,600	31,417	(1,502)	N/A	104.8	(1,788)
6/30/05	32,395	9,600	33,016	621	N/A	98.1	(1,899)
6/30/06	31,867	10,091	35,019	3,152	30	91.0	(2,449)
6/30/07(a)	34,236	10,119	38,091	3,855	30	89.9	381
6/30/08(a)	35,618	10,295	40,907	5,289	30	87.1	(469)
6/30/09	34,971	10,184	42,855	7,884	30	81.6	(2,485)
6/30/10(a)	34,124	8,969	43,283	9,159	30	78.8	(1,518)
6/30/11	32,986	8,169	43,916	10,930	30	75.1	(1,466)
6/30/12(a)	32,117	8,479	48,321	16,204	30	66.5	(2,084)
6/30/13	33,538	7,970	48,773	15,235	30	68.8	1,539
6/30/14	35,921	7,609	49,373	13,452	30	72.8	1,953
6/30/15	37,072	7,211	48,882	11,810	30	75.8	1,702
6/30/16(a)	38,406	7,292	48,224	9,818	30	79.6	784
6/30/17(a)	39,624	7,533	48,898	9,274	29-30	81.0	147
6/30/18(a)	39,886	8,102	54,888	15,002	28-30	72.7	(270)
6/30/19	39,888	8,424	54,960	15,072	27-30	72.6	289
6/30/20	40,466	8,503	55,757	15,291	26-30	72.6	(195)
6/30/21(a)	42,827	9,036	56,154	13,327	25-30	76.3	2,177
6/30/22(a)	43,307	9,876	56,466	13,159	24-30	76.7	(165)
6/30/23	**44,416**	**10,603**	**57,342**	**12,926**	**23-30**	**77.5**	**(67)**
6/30/23(a)	**44,416**	**10,603**	**59,999**	**15,583**	**20-23**	**74.0**	**(67)**

(a) After changes in benefit provisions and/or actuarial assumptions and actuarial cost methods.

^ The UAAL associated with the DROP was amortized as a level percent-of-payroll over a closed period of 15 years beginning July 1, 2008. For fiscal year ending June 30, 2024, there are no years left in the amortization period. The UAAL associated with the June 30, 2016 Valuation was amortized as a level percent-of-payroll contribution over a closed period of 30 years for fiscal year ending June 30, 2018. As of June 30, 2022, all amortization periods were consolidated to a single 24-year period (23 years beginning with the June 30, 2023 valuation). Unfunded liabilities associated with experience deviations, benefit changes, or assumption changes beginning with the June 30, 2023 valuation are to be amortized over a closed period not exceeding 20 years beginning with the valuation year in which they arise.

Recommended and Actual Contributions
Comparative Statement

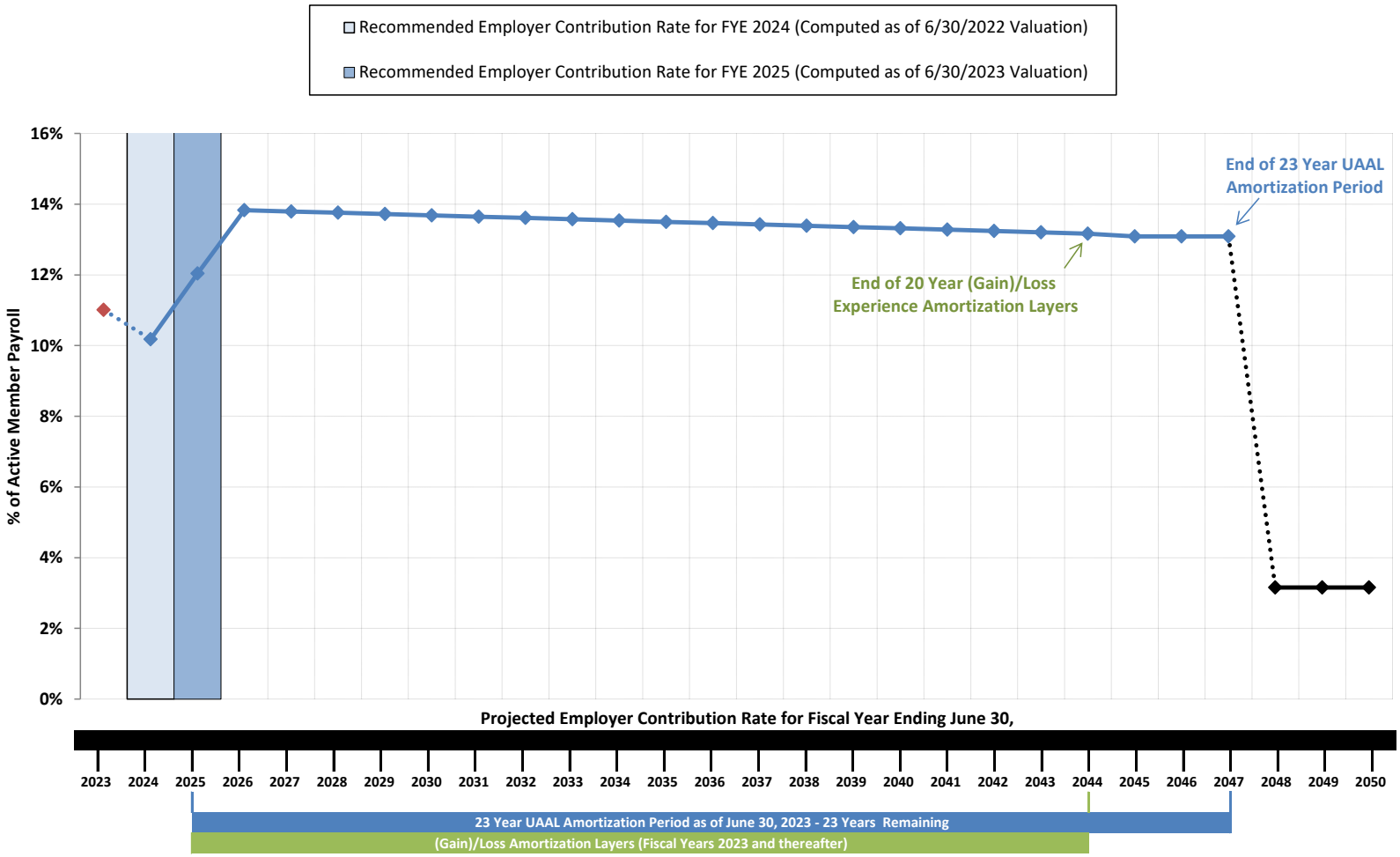
Fiscal Year	Valuation Date	Dollar Contributions		% of Payroll Contributions*		Percentage Contributed
		Projected^	Actual	Recommended	Actual	
04/05 (a)	6/30/03	$ 413,924	$ 388,706	3.93	3.93	100
05/06 (a)	6/30/04	584,257	572,520	5.60	5.60	100
06/07	6/30/05	721,955	722,422	6.92	6.92	100
07/08	6/30/06	832,376	803,042	7.59	7.59	100
08/09 (a)	6/30/07	841,320	793,649	7.65	7.65	100
09/10 (a)	6/30/08	863,777	750,439	7.72	7.72	100
10/11	6/30/09	945,179	786,824	8.54	8.54	100
11/12 (a)	6/30/10	861,134	817,748	9.21	9.21	100
12/13	6/30/11	880,750	845,595	9.92	9.92	100
13/14 (a)	6/30/12	1,126,236	986,872	12.52	12.52	100
14/15	6/30/13	1,033,247	947,436	12.22	12.22	100
15/16	6/30/14	958,228	889,235	11.87	11.87	100
16/17	6/30/15	938,653	933,208	12.27	12.27	100
17/18 (a)	6/30/16	774,365	821,020	10.01	10.01	100
18/19 (a)	6/30/17	779,188	835,541	9.75	9.75	100
19/20 (a)	6/30/18	1,067,587	1,058,427	12.42	12.42	100
20/21	6/30/19	1,073,343	1,068,745	12.01	12.01	100
21/22	6/30/20	1,106,863	1,222,458	12.27	12.27	100
22/23	6/30/21	1,055,434	1,210,604	11.01	11.01	100
23/24 (a)	6/30/22	1,066,460		10.18		
24/25 (a)	**6/30/23**	**1,347,820**		**12.04**		

(a) After changes in benefit provisions and/or actuarial assumptions and actuarial cost methods.

* *Minimum employer contributions of 2.5% of payroll pursuant to Ordinance amendments effective July 1, 1990, 1991, and 2007 plus a contribution for Early Retirement Window and for DROP (until fiscal year 22/23).*

^ *Projected dollar contributions are based on a projected payroll and will not match dollar contributions when pay increases differ from assumptions.*

Current and Future Projected Employer Contributions as a Percentage of Expected Active Member Payroll



NOTE: Any Future (Gain)/Loss UAAL Amortization schedules are excepted to be $0 if all Actuarial Assumptions are met. In reality, experience deviates from assumptions. The (Gain)/Loss UAAL amounts are expected to float both above and below zero in any given year. These amounts are amortized over new independent 20-Year periods to smooth changes to future employer contributions as a result of System experience. The minimum employer contribution is 2.5% of payroll.

Summary Statement of System Resources and Obligations

Present Resources and Expected Future Resources

	June 30, 2022			June 30, 2023		
	General	Water & Sewage	Totals	General	Water & Sewage	Totals
A. Present value of System assets						
1. Net assets from financial statements	$33,840,559	$ 6,662,711	$40,503,270	$35,646,532	$ 7,399,500	$43,046,032
2. Reduction for contribution stabilization	0	0	0	0	0	0
3. Market value adjustment	2,342,438	461,192	2,803,630	1,134,294	235,457	1,369,751
4. Actuarial Value of Assets	36,182,997	7,123,903	43,306,900	36,780,826	7,634,957	44,415,783
B. Present value of expected future employer contributions						
1. For normal costs	$ 1,244,638	$ 377,205	$ 1,621,843	$ 1,305,911	$ 451,119	$ 1,757,030
2. For unfunded actuarial accrued liability	7,041,344	6,117,478	13,158,822	9,204,173	6,379,093	15,583,266
3. Total	8,285,982	6,494,683	14,780,665	10,510,084	6,830,212	17,340,296
C. Actuarial present value of expected future member contributions	$ 3,970,707	$ 1,303,226	$ 5,273,933	$ 3,965,038	$ 1,438,266	$ 5,403,304
D. Total	$48,439,686	$14,921,812	**$63,361,498**	$51,255,948	$15,903,435	**$67,159,383**

Actuarial Present Value of Expected Future Benefit Payments

	June 30, 2022			June 30, 2023		
	General	Water & Sewage	Totals	General	Water & Sewage	Totals
A. To retirants and beneficiaries	$26,594,033	$ 8,535,616	$35,129,649	$27,550,424	$ 8,735,709	$36,286,133
B. To vested terminated members	2,417,403	839,098	3,256,501	2,392,540	963,955	3,356,495
C. To present active members						
1. Allocated to service rendered prior to valuation date	14,212,905	3,866,667	18,079,572	16,042,035	4,314,386	20,356,421
2. Allocated to service likely to be rendered after valuation date	5,215,345	1,680,431	6,895,776	5,270,949	1,889,385	7,160,334
3. Total	19,428,250	5,547,098	24,975,348	21,312,984	6,203,771	27,516,755
D. Total	$48,439,686	$14,921,812	**$63,361,498**	$51,255,948	$15,903,435	**$67,159,383**

Active Member Experience Gain (Loss)
Year Ended June 30, 2023

	Actuarial Accrued Liability (A)	Actuarial Value of Assets (B)	Unfunded Actuarial Accrued Liability (C) = (A) - (B)
(1) Value at start of year	$56,465,722	$43,306,900	$13,158,822
(2) Normal cost from last valuation	948,948	N/A	948,948
(3) Actual contributions	N/A	2,110,681	(2,110,681)
(4) Disbursements	(3,696,920)	(3,696,920)	-
(5) Interest accrual [(1) + [(2)+(3)+(4)]1/2]*6.85%	3,773,784	2,912,194	861,590
(6) Expected value before changes (1)+(2)+(3)+(4)+(5)	57,491,534	44,632,855	12,858,679
(7) Increase/(decrease) due to plan amendments	-	-	-
(8) Increase/(decrease) due to method changes	-	-	-
(9) Increase/(decrease) due to revised assumptions	2,657,416	-	2,657,416
(10) Expected value after changes (6)+(7)+(8)+(9)	60,148,950	44,632,855	15,516,095
(11) Actual value at end of year	59,999,049	44,415,783	15,583,266
(12) Gain/(loss) (10)-(11) [(Gain)/loss for assets]	149,901	217,072	(67,171)

Valuation Date June 30,	Actuarial Gain/(Loss) (in Thousands)
2014	$1,953
2015	1,702
2016	784
2017	147
2018	(270)
2019	289
2020	(195)
2021	2,177
2022	(165)
2023	(67)

Other Observations

General Implications of the Contribution Allocation Procedure or Funding Policy on Future Expected Contributions and Funded Status

Given the System's contribution allocation procedure, if all actuarial assumptions are met (including the assumption of the Retirement System earning 6.45%), it is expected that:

1. The employer normal cost is sufficient to cover the cost of benefits accruing each year;
2. The Unfunded Actuarial Accrued Liabilities (UAAL) will continue to be fully amortized; and
3. The funded status of the Retirement System will continue to increase gradually towards a 100% funded ratio.

Limitations of Funded Status Measurements

Unless otherwise indicated, a funded status measurement presented in this report is based upon the Actuarial Accrued Liability (AAL) and the Actuarial Value of Assets (AVA). Unless otherwise indicated, with regard to any funded status measurements presented in this report:

1. The measurement is inappropriate for assessing the sufficiency of Retirement System assets to cover the estimated cost of settling the Retirement System's benefit obligations; for example, transferring the liability to an unrelated third party in a market value type transaction.
2. The measurement is dependent upon the Actuarial Cost Method which, in combination with the Retirement System's amortization policy, affects the timing and amounts of future contributions. The amounts of future contributions will most certainly differ from those assumed in this report due to future actual experience differing from assumed experience based upon the actuarial assumptions. Even if the funded status measurement in this report was 100%, it would not be synonymous with no required future contributions. The Retirement System would still require future normal cost contributions (i.e., contributions to cover the cost of active membership accruing an additional year of service credit).
3. The measurement would produce a different result if the Market Value of Assets (MVA) were used instead of the AVA, unless the MVA is used in the measurement.

Limitations of Project Scope

Actuarial standards do not require the actuary to evaluate the ability of the plan sponsor or other contributing entities to make required contributions to the plan when due. Such an evaluation was not within the scope of this project and is not within the actuary's domain of expertise. Consequently, the actuary performed no such evaluation.

Risks to Future Employer Contribution Requirements

There are ongoing risks to future employer contribution requirements to which the Retirement System is exposed, such as:

- Actual and Assumed Investment Rate of Return
- Actual and Assumed Mortality Rates
- Amortization Policy

Risk Measures – Risks Associated with Measuring the Accrued Liability and Actuarially Determined Contribution

The determination of the accrued liability and the actuarially determined contribution requires the use of assumptions regarding future economic and demographic experience. Risk measures, as illustrated in this report, are intended to aid in the understanding of the effects of future experience differing from the assumptions used in the course of the actuarial valuation. Risk measures may also help with illustrating the potential volatility in the accrued liability and the actuarially determined contribution that result from the differences between actual experience and the actuarial assumptions.

Future actuarial measurements may differ significantly from the current measurements presented in this report due to such factors as the following: plan experience differing from that anticipated by the economic or demographic assumptions; changes in economic or demographic assumptions due to changing conditions; increases or decreases expected as part of the natural operation of the methodology used for these measurements (such as the end of an amortization period, or additional cost or contribution requirements based on the System's funded status); and changes in plan provisions or applicable law. The scope of an actuarial valuation does not include an analysis of the potential range of such future measurements.

Examples of risk that may reasonably be anticipated to significantly affect the plan's future financial condition include:

1. **Investment Risk** – actual investment returns may differ from the expected returns;
2. **Asset/Liability Mismatch** – changes in asset values may not match changes in liabilities, thereby altering the gap between the accrued liability and assets and consequently altering the funded status and contribution requirements;
3. **Contribution Risk** – actual contributions may differ from expected future contributions. For example, actual contributions may not be made in accordance with the plan's funding policy or material changes may occur in the anticipated number of covered employees, covered payroll, or other relevant contribution base;
4. **Salary and Payroll Risk** – actual salaries and total payroll may differ from expected, resulting in actual future accrued liability and contributions differing from expected;
5. **Longevity Risk** – members may live longer or shorter than expected and receive pensions for a period of time other than assumed; and
6. **Other Demographic Risks** – members may terminate, retire or become disabled at times or with benefits other than assumed resulting in actual future accrued liability and contributions differing from expected.

The effects of certain trends in experience can generally be anticipated. For example, if the investment return since the most recent actuarial valuation is less (or more) than the assumed rate, the cost of the plan can be expected to increase (or decrease). Likewise, if longevity is improving (or worsening), increases (or decreases) in cost can be anticipated.

The computed contribution shown on page A-2 may be considered as a minimum contribution rate that complies with the Board's funding policy. The timely receipt of the actuarially determined contributions is critical to support the financial health of the plan. Users of this report should be aware that contributions made at the actuarially determined rate do not necessarily guarantee benefit security.

Risk Measures

($ in Thousands)

Actuarial Valuation Date (6/30)	(1) Actuarial Value of Assets (AVA)	(2) Actuarial Accrued Liability (AAL)	(3) Unfunded AAL (UAAL) (2) - (1)	(4) Payroll	(5) Funded Ratio (1) / (2)	(6) Retiree Liabilities (RetLiab)	(7) RetLiab / AAL (6)/(2)	(8) AAL / Payroll (2) / (4)	(9) Assets / Payroll (1) / (4)	(10) UAAL / Payroll (3) / (4)	(11) Non-Invest. Cash Flow (NICF)	(12) NICF / Assets (11)/(1)	(13) Market Rate of Return	(14) 5-year Trailing Geometric Average
2019	$ 39,888	$ 54,960	$ 15,072	$ 8,424	72.6%	$ 35,669	64.9%	652.4%	473.5%	178.9%	$ (2,372)	(5.9)%	5.2%	6.2%
2020	40,466	55,757	15,291	8,503	72.6%	36,267	65.0%	655.7%	475.9%	179.8%	(1,959)	(4.8)%	3.0%	5.9%
2021	42,827	56,154	13,327	9,036	76.3%	36,145	64.4%	621.4%	474.0%	147.5%	(1,931)	(4.5)%	27.9%	10.8%
2022	43,307	56,466	13,159	9,876	76.7%	35,130	62.2%	571.7%	438.5%	133.2%	(1,717)	(4.0)%	(12.0)%	5.8%
2023 *	44,416	59,999	15,583	10,603	74.0%	36,286	60.5%	565.9%	418.9%	147.0%	(1,586)	(3.6)%	10.4%	6.1%

** Revised actuarial assumptions or methods were made from the prior year.*

(5). The funded ratio is the most widely known measure of a plan's financial strength, but the trend in the funded ratio is much more important than the absolute ratio. The funded ratio should trend to 100%. As it approaches 100%, it is important to re-evaluate the level of investment risk in the portfolio and potentially to re-evaluate the assumed rate of return.

(6) and (7). The ratio of retiree liabilities to total accrued liabilities gives an indication of the maturity of the system. As the ratio increases, cash flow needs increase, and the liquidity needs of the portfolio change. A ratio on the order of 50% indicates a maturing system.

(8) and (9). The ratio of liabilities and assets to payroll gives an indication of both maturity and volatility. Many systems have ratios between 500% and 700%. Ratios significantly above that range may indicate difficulty in supporting the benefit level as a level % of payroll.

(10). The ratio of unfunded liability to payroll gives an indication of the plan sponsor's ability to actually pay off the unfunded liability. A ratio above approximately 300% or 400% may indicate difficulty in discharging the unfunded liability within a reasonable time frame.

(11) and (12). The ratio of Non-Investment Cash Flow to assets is an important measure of sustainability. Negative ratios are common and expected for a maturing system. In the longer term, this ratio should be on the order of approximately -4% based upon current plan assumptions. A ratio that is significantly more negative than that for an extended period could be a leading indicator of potential exhaustion of assets.

(13) and (14). Investment return is probably the largest single risk that most systems face. The year-by-year return and the five-year geometric average both give an indication of the reasonableness of the system's assumed return. Of course, past performance is not a guarantee of future results. Market rate shown is based on actuarial estimation method and will differ modestly from figures reported by the investment consultant.

Low-Default-Risk Obligation Measure

Introduction

In December 2021, the Actuarial Standards Board (ASB) adopted a revision to Actuarial Standard of Practice (ASOP) No. 4, *Measuring Pension Obligations and Determining Pension Plan Costs or Contributions*. The revised ASOP No. 4 requires the calculation and disclosure of a liability referred to by the ASOP as the "Low-Default-Risk Obligation Measure" (LDROM). The rationale that the ASB cited for the calculation and disclosure of the LDROM was included in the Transmittal Memorandum of ASOP No. 4 and is presented below (emphasis added):

"The ASB believes that the calculation and disclosure of this measure provides **appropriate, useful information for the intended user regarding the funded status of a pension plan**. The calculation and disclosure of this additional measure is **not intended to suggest that this is the "right" liability measure** for a pension plan. However, the ASB does believe that **this additional disclosure provides a more complete assessment of a plan's funded status and provides additional information regarding the security of benefits that members have earned as of the measurement date.**"

Comparing the Accrued Liabilities and the LDROM

One of the fundamental financial objectives of the City of Jackson Employees Retirement System is to finance each member's retirement benefits over the period from the member's date of hire until the member's projected date of retirement (entry age actuarial cost method) as a level percentage of payroll. To fulfill this objective, the discount rate that is used to value the accrued liabilities is set equal to the **expected return** on the System's diversified portfolio of assets (referred to sometimes as the investment return assumption). The current investment return assumption is 6.45%.

The LDROM is meant to approximately represent the lump sum cost to a plan to purchase low-default-risk fixed income securities whose resulting cash flows essentially replicate in timing and amount the benefits earned (or the costs accrued) as of the measurement date. The LDROM is very dependent upon market interest rates at the time of the LDROM measurement. The lower the market interest rates, the higher the LDROM, and vice versa. The LDROM results presented in this report are based on the projected unit credit actuarial cost method and discount rates based upon the June 2023 Treasury Yield Curve Spot Rates (end of month). The 1-, 5-, 10-, and 30-year rates follow: 5.29%, 3.99%, 3.61% and 3.84%. This measure may not be appropriate for assessing the need for or amount of future contributions. This measure may not be appropriate for assessing the sufficiency of plan assets to cover the estimated cost of settling the plan's benefit obligation.

The difference between the two measures (Valuation and LDROM) is one illustration of the savings the sponsor anticipates by taking on risk in a diversified portfolio.

Valuation Accrued Liabilities	LDROM
$59,999,049	$74,995,021

SECTION B

SUMMARY OF BENEFIT PROVISIONS AND VALUATION DATA

Summary of Benefit Provisions Evaluated or Considered (June 30, 2023)

Voluntary Retirement (no reduction for age)

MAPE Members

Eligibility –

Hired on or before June 30, 2016		
Retiring on or before December 31, 2021	**Retiring on or after January 1, 2022**	**Hired on or after July 1, 2016**
Age 60 & 10 years of service	Age 65 & 10 years of service	Age 65 & 10 years of service
Age 58 & 25 years of service	Age 62 & 25 years of service	37 years of service
30 years of service	Age 56 & 30 years of service	

Final Average Compensation – Retiring on or before October 31, 2024: Average of annual compensations for the period of 3 consecutive years producing the highest average and contained within the last 10 years immediately preceding retirement. **Retiring after October 31, 2024:** Average of annual compensations for the last 5 consecutive years of credited service.

Non-Union Members

Eligibility –

Retiring on or before October 31, 2029
Age 62 & 10 years of service
Age 58 & 27 years of service
32 years of service

Retiring on or after November 1, 2029	
Hired before December 31, 2018	**Hired between January 1, 2018 and December 31, 2019**
Age 64 & 10 years of service	Age 68 & 10 years of service
Age 59 & 27 years of service	39 years of service
Age 58 & 32 years of service	

Hired between January 1, 2020 and December 31, 2021	**Hired on or after January 1, 2022**
Age 70 & 10 years of service	Age 72 & 10 years of service
40 years of service	41 years of service

Summary of Benefit Provisions Evaluated or Considered (June 30, 2023)

Final Average Compensation

Hired before December 31, 1996: The average of the employee's last three consecutive years of credited service.

Hired on or after January 1, 1997 and before June 30, 2012: The average of the employee's last four consecutive years of credited service.

Hired on or after July 1, 2012 and before December 31, 2016: The average of the employee's last six consecutive years of credited service.

Hired on or after January 1, 2017: The average of the employees last eight consecutive years of service.

Hired on or after January 1, 2018: The average of the employees last nine consecutive years of service.

Annual Amount (MAPE & Non-Union) – Total service times 2.0% of Final Average Compensation (FAC). Members hired on or after July 1, 2012 receive total service times 1.25% of FAC (1.50% for MAPE members).

Pension Cap (MAPE) – No annual pension of future retirements shall equate to more than 72% of the FAC.

Pension Cap (Non-Union) – The maximum annual pension amount shall be determined in accordance to the following table:

General Employees Retirement Plan (Hired before June 30, 2012)		Hybrid Pension Plan (Hired on or after July 1, 2012)	
Years of Service	**Pension Cap as a Percentage of FAC**	**Years of Service**	**Pension Cap as a Percentage of FAC**
Over 10 and less than 20	35%	Over 10 and less than 20	24%
Over 20 and less than 25	47%	Over 20 and less than 25	28%
Over 25 and less than 30	54%	Over 25 and less than 30	32%
Over 30 and less than 32	62%	Over 30 and less than 35	41%
Over 32 and less than 35	68%	Over 35 and less than 40	45%
Over 35 and less than 36	70%	40 and over	47%
Over 36 and less than 38	71%		
Over 38	73%		

Summary of Benefit Provisions Evaluated or Considered (June 30, 2023)

Deferred Retirement (vested benefit)

Eligibility – Termination of City employment at any age after 10 years of credited service.

Annual Amount – Accrued regular retirement amount based on credited service and FAC at time of termination.

The deferred benefit is payable at the following ages based on hire date:

Hire Date	Benefit Payable at Age
Hired prior to December 31, 2011	56
Hired between January 1, 2012 and December 31, 2017	60
Hired between January 1, 2018 and December 31, 2023	64
Hired after January 1, 2024	68

Deferred Retirement Option Plan (DROP)

The DROP Program has been closed as of June 30, 2015.

Duty Disability Retirement

Eligibility – Total and permanent disability incurred in line of duty with the City for which worker's compensation is being paid.

Annual Amount – Computed in the same manner as the regular retirement amount based on FAC and credited service at time of disability retirement. Minimum is $150 per month for benefit group (MAPE); minimum is 10% of the first $4,200 of FAC plus 15% of FAC in excess of $4,200 for benefit group general. At expiration of worker's compensation period, amount is recomputed to include years during which worker's compensation was paid.

Non-Duty Disability Retirement

Eligibility – Total and permanent disability after 10 or more years of credited service.

Annual Amount – Computed in same manner as the regular retirement amount based on FAC and credited service at the time of disability retirement; minimum is $150 per month for benefit group (MAPE); minimum is 10% of first $4,200 of FAC plus 15% of FAC in excess of $4,200 for other members.

Summary of Benefit Provisions Evaluated or Considered (June 30, 2023)

Duty Death before Retirement

Eligibility – Death in line of duty with the City.

Annual Amount – To the spouse: One-third of member's final compensation. To one or two children: One-fourth of member's final compensation. To three or more children: An equal share of one-half of the member's final compensation. Amount to spouse continues to remarriage or death; amount to children continues to earlier of marriage, adoption, death, or attainment of age 18. Maximum total amount payable – $2,100 per year.

Non-Duty Death before Retirement

Eligibility – 10 or more years of credited service.

Annual Amount – Computed in the same manner as regular retirement based on credited service and FAC at time of death actuarially reduced for a 100% joint and survivor election. Amount is payable to designated beneficiary; otherwise, automatically to surviving spouse.

Member Contributions

Prior to the 2024 Fiscal Year, members contributed one-half of total computed contribution less amounts associated with early retirement windows or the DROP Program which are contributed by the City. In no event will the member or City contribution be less than 2.50%.

Effective July 1, 2023, members contribute the below contribution rates:

Division	Member Contribution Rate
Non-Hybrid MAPE Members	8.00%
Non-Hybrid Non-Union Members	7.50%
Hybrid MAPE Members	6.50%
Hybrid Non-Union Members	5.50%

Other Benefits

Military Service Buyback – Up to six years of military service may be purchased at no cost to the System.

Service Credit Purchase Option – A contractual employee may be eligible to purchase service credits at no cost to the System.

Annuity Withdrawal Option – For MAPE and Non-Union: Actuarial reduction of the member's monthly retirement benefit for such withdrawals. All such annuities shall be calculated at a discount rate that is no less than cost neutral (currently calculated using 8.00%).

Summary of Benefit Provisions Evaluated or Considered (June 30, 2023)

The former description of Voluntary Retirement is listed here for comparison purposes to current benefit provisions.

Voluntary Retirement (no reduction for age) – before Changes

Eligibility – 30 or more years of service, or age 55 with 25 or more years of service, or age 60 with 10 or more years of service.

Annual Amount – Total service times 2.0% of Final Average Compensation (FAC). Members hired on or after July 1, 2012 receive total service times 1.25% of FAC.

Final Average Compensation – *MAPE Members:* Average of annual compensations for the period of 3 consecutive years producing the highest average and contained within the last 10 years immediately preceding retirement. *Non-Union Members:* Average of annual compensations for the last 3 consecutive years of credited service.

Retirants and Beneficiaries
Comparative Schedule

Year Ended June 30	Added to Rolls		Removed from Rolls		Rolls End of Year		Active Per Retired	Average Allowances	Discounted Value of Allowances	
	No.	Annual Allowances	No.	Annual Allowances	No.	Annual Allowances			Total	Average
1999	9	$ 132,738	5	$ 51,966	144	$ 1,130,244	1.6	$ 7,849	$ 9,645,640	$ 66,984
2000	8	89,189	9	72,390	143	1,147,043	1.6	8,021	9,985,860	69,831
2001	10	315,129	4	34,351	149	1,427,821	1.5	9,583	11,663,240	78,277
2002	3	25,078	6	72,356	146	1,380,543	1.6	9,456	11,250,485	77,058
2003	8	151,848	9	122,197	145	1,410,194	1.6	9,725	11,543,221	79,608
2004	5	137,576	10	55,440	140	1,492,330	1.6	10,660	12,546,008	89,614
2005	10	160,093	6	62,364	144	1,590,059	1.5	11,042	13,296,443	92,336
2006	3	47,969	4	19,433	143	1,618,595	1.5	11,319	13,411,809	93,789
2007	12	237,858	5	90,787	150	1,765,666	1.4	11,771	15,258,928	101,726
2008	13	237,891	15	112,425	148	1,891,132	1.4	12,778	16,609,084	112,224
2009	12	252,745	5	67,914	155	2,075,963	1.3	13,393	18,296,979	118,045
2010	16	363,025	4	20,738	167	2,418,251	1.1	14,481	21,354,990	127,874
2011	14	268,775	11	90,471	170	2,596,555	1.0	15,274	22,839,916	134,352
2012	7	117,332	4	95,693	173	2,618,194	1.0	15,134	24,416,337	141,135
2013	16	365,285	8	120,395	181	2,863,084	0.9	15,818	26,671,859	147,358
2014	10	164,865	8	97,152	183	2,930,797	0.8	16,015	27,282,134	149,083
2015	17	367,099	13	230,032	187	3,067,864	0.7	16,406	29,088,408	155,553
2016	13	296,180	12	135,161	188	3,228,883	0.8	17,175	30,646,556	163,014
2017	7	205,713	5	56,448	190	3,378,148	0.7	17,780	31,706,913	166,878
2018	10	223,662	7	128,506	193	3,473,304	0.7	17,996	35,077,887	181,751
2019	10	264,651	8	175,768	195	3,562,187	0.8	18,268	35,668,923	182,918
2020	7	164,434	8	124,228	194	3,602,393	0.8	18,569	36,267,170	186,944
2021	8	179,869	10	157,140	192	3,625,122	0.8	18,881	36,144,949	188,255
2022	7	155,033	12	191,141	187	3,589,014	0.9	19,193	35,129,649	187,859
2023	4	47,014	5	59,188	186	3,576,840	0.9	19,230	36,286,133	195,087

** Reflects retirements due to the Early Retirement Window provision.*

Retirants and Beneficiaries as of June 30, 2023
Tabulated by Type of Allowances Being Paid

Type of Allowances Being Paid	No.	Annual Retirement Benefits
Age and Service Allowances		
Regular allowances - benefit terminating at death of retirant	71	$ 1,425,698
Option I allowance - cash refund annuity plus pension terminating at death of retirant	1	21,546
Option II allowance - joint and survivor benefit	45	858,201
Option III allowance - modified joint and survivor benefit	41	900,830
Allowance to survivor beneficiary of deceased retirant	23	314,139
Total age and service allowances	181	$ 3,520,414
Casualty Allowances		
Disability		
Regular	1	$ 9,225
Option I	0	-
Option II	1	9,392
Option III	0	-
Disability allowance		
Survivor beneficiary	2	25,311
Allowance to survivor beneficiary of deceased member	1	12,498
Total casualty allowances	5	$ 56,426
Total Allowances Being Paid	186	$ 3,576,840

Retirants and Beneficiaries as of June 30, 2023
Tabulated by Attained Age

Attained Age	Age & Service No.	Age & Service Annual Allowances	Casualty No.	Casualty Annual Allowances	Totals No.	Totals Annual Allowances
55 - 59	7	$ 231,236	1	$ 12,498	8	$ 243,734
60 - 64	20	485,118	2	31,729	22	516,847
65 - 69	32	706,550	1	9,225	33	715,775
70 - 74	55	1,177,866	0	0	55	1,177,866
75 - 79	30	525,560	1	2,974	31	528,534
80	4	26,636	0	0	4	26,636
81	3	35,453	0	0	3	35,453
82	1	6,640	0	0	1	6,640
83	3	29,056	0	0	3	29,056
84	6	79,703	0	0	6	79,703
85	4	40,395	0	0	4	40,395
86	3	38,462	0	0	3	38,462
87	4	45,444	0	0	4	45,444
88	2	25,618	0	0	2	25,618
89	1	2,893	0	0	1	2,893
90	2	17,638	0	0	2	17,638
91	1	7,443	0	0	1	7,443
94	2	9,603	0	0	2	9,603
96	1	29,100	0	0	1	29,100
Totals	**181**	**$ 3,520,414**	**5**	**$ 56,426**	**186**	**$ 3,576,840**

Inactive Members as of June 30, 2023
Tabulated by Attained Age

Included in the valuation were 20 inactive members. An inactive member is a member who has left City employment with entitlement to a retirement allowance after attaining eligible retirement age.

Attained Age	No.		Annual Estimated Allowances
37	1	$	12,917
42	1		9,490
44	1		17,334
48	2		39,872
49	1		12,361
50	1		18,324
54	2		50,471
56	2		52,694
57	3		72,424
58	1		15,773
59	3		60,760
67	1		14,205
76	1		610
Totals	**20**	**$**	**377,235**

Active Members as of June 30, 2023
Tabulated by Valuation Divisions

Valuation Divisions	No.	Annual Payroll
General members	41	$ 3,213,628
Water & Sewage members	11	837,579
Hybrid Plan - General	86	4,706,637
Hybrid Plan - Water & Sewage	33	1,844,925
Total Active members	171	$10,602,769

Number Added to and Removed from Active Membership

Year Ended June 30	Number Added During Year		Terminations During Year: Normal Retirement		Disability Retirement		Died-in-Service		Other Withdrawal		Active Members End of Year
	A	E	A	E	A	E	A	E	A	E	
2009	8	17	10	5.3	0	0.6	0	0.4	7	8.0	203
2010	6	27	14	4.9	1	0.6	0	0.4	12	7.5	182
2011	11	22	11	4.9	1	0.5	0	0.4	10	6.5	171
2012	10	12	5	3.1	0	0.4	0	0.3	7	6.4	169
2013	3	16	10	6.1	0	0.4	0	0.3	6	4.9	156
2014	11	26	7	4.9	0	0.4	0	0.3	19	5.1	141
2015	22	27	12	10.7	0	0.3	0	0.3	15	5.4	136
2016	19	14	6	2.7	0	0.4	0	0.2	9	7.1	141
2017	10	13	4	2.7	0	0.4	0	0.2	9	8.3	138
2018	27	22	5	2.5	0	0.4	0	0.2	17	7.8	143
2019	23	19	7	5.4	0	0.2	0	0.1	12	12.4	147
2020	18	17	4	5.3	0	0.2	0	0.1	13	13.8	148
2021	24	18	2	5.5	0	0.1	0	0.1	16	13.2	154
2022	25	18	1	6.4	0	0.1	0	0.1	17	14.0	161
2023	**27**	**17**	**0**	**5.6**	**0**	**0.2**	**0**	**0.1**	**17**	**15.5**	**171**
15-Yr Total	244	285	98	76.0	2	5.2	0	3.5	186	135.9	

A Represents actual number.
E Represents expected number.

Comparative Schedule

Valuation Date	Active Members					Valuation	Average		
June 30	General	Water & Sewage (W&S)	Hybrid Plan General	Hybrid Plan Water & Sewage	Totals	Payroll	Age	Service	Pay
1999	175	49			224	$ 7,784,073	43.8 yrs.	10.0 yrs.	$ 34,750
2000	175	49			224	8,338,326	43.9	10.2	37,225
2001	177	47			224	8,532,237	44.6	10.5	38,090
2002	181	53			234	9,256,930	45.1	10.8	39,560
2003	182	51			233	9,691,157	45.7	11.3	41,593
2004	174	52			226	9,599,830	46.4	12.0	42,477
2005	169	51			220	9,599,573	46.7	12.4	43,634
2006	169	51			220	10,090,797	47.5	12.8	45,867
2007	163	50			213	10,119,228	47.8	13.1	47,508
2008*	160	52			212	10,295,133	47.6	13.0	48,562
2009*	156	47			203	10,183,663	47.9	13.2	50,166
2010*	139	43			182	8,968,814	48.3	13.3	49,279
2011*	127	44			171	8,169,376	47.7	13.2	47,774
2012*	127	42			169	8,479,118	48.0	13.5	50,172
2013*	114	39	3		156	7,970,005	48.0	13.7	51,090
2014*	96	31	14		141	7,609,280	48.3	13.5	53,967
2015	78	26	26	6	136	7,210,840	47.5	12.2	53,021
2016	70	25	36	10	141	7,291,841	46.6	11.4	51,715
2017	63	23	39	13	138	7,532,921	46.7	11.2	54,586
2018	56	21	46	20	143	8,102,276	46.2	10.4	56,659
2019	52	15	57	23	147	8,424,050	45.7	9.5	57,306
2020	47	14	66	21	148	8,503,052	46.1	9.4	57,453
2021	45	12	73	24	154	9,035,853	46.8	9.3	58,674
2022	42	11	81	27	161	9,876,429	46.8	9.0	61,344
2023	41	11	86	33	171	10,602,769	47.1	9.1	62,004

** DROP participants are included in the Active demographic data.*

General Active Members
(Hired before July 1, 2012)
as of June 30, 2023
by Attained Age and Years of Service

Attained Age	Years of Service to Valuation Date							Totals	
	0-4	5-9	10-14	15-19	20-24	25-29	30 Plus	No.	Valuation Payroll
40-44	-	-	1	-	-	-	-	1	$ 86,363
45-49	-	-	1	3	5	-	-	9	610,847
50-54	-	-	1	2	3	2	-	8	706,397
55-59	-	-	-	4	-	3	4	11	923,738
60	-	-	-	1	1	-	-	2	119,338
61	-	-	-	-	1	1	-	2	143,518
62	-	-	-	-	1	-	-	1	86,099
63	-	-	-	-	1	-	-	1	60,292
64	-	-	-	2	-	1	-	3	232,097
65	-	-	-	-	1	-	-	1	55,495
66	-	-	1	-	-	-	1	2	189,444
Totals	**0**	**0**	**4**	**12**	**13**	**7**	**5**	**41**	**$3,213,628**

While not used in the financial computations, the following group averages are computed and shown because of their general interest.

Age: 55.3 years
Service: 22.4 years
Annual Pay: $78,381

Water and Sewage Active Members
(Hired before July 1, 2012)
as of June 30, 2023
by Attained Age and Years of Service

Attained Age	Years of Service to Valuation Date							Totals	
	0-4	5-9	10-14	15-19	20-24	25-29	30 Plus	No.	Valuation Payroll
35-39	-	-	-	1	-	-	-	1	$ 81,499
40-44	-	-	-	-	1	-	-	1	70,224
45-49	-	-	1	-	-	-	-	1	73,035
50-54	-	-	-	-	1	-	-	1	79,906
55-59	-	-	-	1	-	2	1	4	344,109
62	-	-	-	-	1	-	-	1	58,514
63	-	-	-	1	-	-	-	1	55,507
71	-	-	1	-	-	-	-	1	74,785
Totals	**0**	**0**	**2**	**3**	**3**	**2**	**1**	**11**	**$837,579**

While not used in the financial computations, the following group averages are computed and shown because of their general interest.

Age: 54.8 years
Service: 21.4 years
Annual Pay: $76,144

Hybrid Plan – General Active Members
(Hired on or after July 1, 2012)
as of June 30, 2023
by Attained Age and Years of Service

Attained Age	Years of Service to Valuation Date							Totals	
	0-4	5-9	10-14	15-19	20-24	25-29	30 Plus	No.	Valuation Payroll
20-24	5	-	-	-	-	-	-	5	$ 243,045
25-29	7	1	-	-	-	-	-	8	425,236
30-34	9	3	-	-	-	-	-	12	566,570
35-39	7	1	-	-	-	-	-	8	392,267
40-44	7	2	-	-	-	-	-	9	481,418
45-49	9	2	-	-	-	-	-	11	833,548
50-54	8	6	1	-	-	-	-	15	775,423
55-59	7	1	-	-	-	-	-	8	460,800
60	2	-	-	-	-	-	-	2	76,771
61	-	1	-	-	-	-	-	1	97,930
63	-	2	-	-	-	-	-	2	75,078
64	2	-	-	-	-	-	-	2	126,206
66	-	2	-	-	-	-	-	2	110,607
76	1	-	-	-	-	-	-	1	41,738
Totals	**64**	**21**	**1**	**0**	**0**	**0**	**0**	**86**	**$ 4,706,637**

While not used in the financial computations, the following group averages are computed and shown because of their general interest.

Age: 43.9 years
Service: 3.2 years
Annual Pay: $54,728

Hybrid Plan – Water and Sewage Active Members
(Hired on or after July 1, 2012)
as of June 30, 2023
by Attained Age and Years of Service

Attained Age	Years of Service to Valuation Date							Totals	
	0-4	5-9	10-14	15-19	20-24	25-29	30 Plus	No.	Valuation Payroll
20-24	2	-	-	-	-	-	-	2	$ 116,233
25-29	4	1	-	-	-	-	-	5	232,870
30-34	2	-	-	-	-	-	-	2	121,315
35-39	5	-	-	-	-	-	-	5	240,683
40-44	1	2	-	-	-	-	-	3	159,379
45-49	6	2	-	-	-	-	-	8	429,629
50-54	-	2	-	-	-	-	-	2	170,317
55-59	1	1	-	-	-	-	-	2	139,709
60	1	-	-	-	-	-	-	1	39,265
65	1	1	-	-	-	-	-	2	150,838
66	-	1	-	-	-	-	-	1	44,687
Totals	**23**	**10**	**0**	**0**	**0**	**0**	**0**	**33**	**$ 1,844,925**

While not used in the financial computations, the following group averages are computed and shown because of their general interest.

Age: 42.6 years
Service: 3.7 years
Annual Pay: $55,907

Asset Information
Submitted for the Valuation

Reported Assets - Market Value		Reserve for	
Cash & Equivalents	$ 810,695	Employees' Contributions	
Receivables & Accruals	80,209	General	$ 6,455,361
Stocks	19,943,446	Water & Sewage	2,033,858
Bonds	11,443,388	Total Employee Contributions	8,489,219
International Securities	8,036,176		
Real Estate	2,743,141		
Accounts Payable	(11,023)		
		Employer Contributions	
Total Current Assets	$ 43,046,032	General	4,034,657
		Water & Sewage	(3,370,067)
		Total Employer Contributions	664,590
		Retired Benefit Payments	33,892,223
		Undistributed Investment Income	none
		Total Reserve Accounts	$43,046,032

Revenues and Expenditures

	Total System
Balance - July 1, 2022	$40,503,270
Revenues	
Employees' Contributions	900,077
Employer Contributions	1,210,604
Investment Income	4,354,777
Expenditures	
Benefit Payments	3,584,117
Refund of Member Contributions	112,803
Expenses	225,776
Balance - June 30, 2023	$43,046,032

These amounts do not reflect the funding value adjustment of $1,369,751. The derivation of this adjustment is on page A-5.

SECTION C

FUNDING OBJECTIVE, SUMMARY OF VALUATION PROCESS, METHODS AND ASSUMPTIONS

Basic Funding Objective and Operation of the Retirement System

Benefit Promises Made Which Must Be Paid For. A retirement system is an orderly means of handing out, keeping track of, and financing contingent pension promises to a group of employees. As each member of the retirement system acquires a unit of service credit they are, in effect, handed an "IOU" which reads: *"The Employees Retirement System promises to pay you one unit of retirement benefits, payments in cash commencing when you retire."*

The principal related financial question is: When shall the money required to cover the "IOU" be contributed? This year, when the benefit of the member's service is received? Or, some future year when the "IOU" becomes a cash demand?

The Constitution of the State of Michigan is directed to the question:

> "Financial benefits arising on account of service rendered in each fiscal year shall be funded during that year and such funding shall not be used for financing unfunded accrued liabilities."

This Retirement System meets this constitutional requirement by having the following ***Funding Objective: To establish and receive contributions (expressed as a percentage of active member payroll) which will remain approximately level from year-to-year*** and will not have to be increased for future generations of taxpayers.

Translated into actuarial terminology, a level percent-of-payroll contribution objective means that the contribution rate must be at least:

> ***Normal Cost*** (the current value of benefits likely to be paid on account of members' service being rendered in the current year)
>
> . . . plus . . .
>
> ***Interest of the Unfunded Actuarial Accrued Liability*** (the difference between the actuarial accrued liability and current system assets).

Basic Funding Objective and Operation of the Retirement System

If contributions to the Retirement System are less than the preceding amount, the difference, plus investment earnings not realized thereon, will have to be contributed at some later time, or, benefits will have to be reduced, to satisfy the fundamental fiscal equation under which all retirement systems must operate; that is:

B = C + I – E

Benefit payments to any group of members and their beneficiaries cannot exceed the sum of:

Contributions received on behalf of the group

. . . plus . . .

Investment earnings on contributions received and not required for immediate payment of benefits

. . . minus . . .

Expenses incurred in operating the System.

There are retirement systems designed to defer the bulk of contributions far into the future. Lured by artificially low present contributions, the inevitable consequence of a relentlessly increasing contribution rate – to a level greatly in excess of the level percent-of-payroll rate – is ignored. ***This method of financing is prohibited in Michigan by the state constitution***.

A by-product of the level percent-of-payroll contribution objective is the accumulation of invested assets for varying periods of time. Investment income becomes a major contributor to the Retirement System, and the amount is directly related to the amount of contributions and investment performance.

Computed Contribution Rate Needed to Finance Benefits. From a given schedule of benefits and from the data furnished, the contribution rate is calculated by means of an actuarial valuation – the technique of assigning monetary values to the risks assumed in operating a retirement system.

Actuarial Valuation Process

An actuarial valuation is the process by which a balance between revenues (participant contributions, employer contributions and investment income) and obligations (benefits and expenses) is determined and its actuarial condition is measured.

The flow of activity constituting the valuation may be summarized as follows:

A. ***Covered person information about***:

- each person receiving pension payments
- each former participant with a vested pension not yet payable
- each former participant who is not vested and has not claimed a member contribution refund
- each active participant

B. + ***Financial Information*** (assets, revenues, and expenditures)

C. + ***Benefit Provisions*** (Retirement Ordinance)

D. + ***Experience Estimates*** about the volume and incidence of future activities

E. + ***Actuarial Cost Method*** for allocating costs to time periods

F. + ***Mathematically combining the person information, financial information, benefit provisions, experience estimates and actuarial cost method***

G. = Determination of:

- contribution rate for the plan year
- current funded condition

Items A, B and C are furnished by the pension office and constitute the current known information about the System. Since the majority of activities will occur in the future, estimates must be made about these future activities (Item D).

Actuarial Valuation Process

Demographic assumptions are generally selected on the basis of the System's historical activity, modified for expected future differences. Past activity of funds which are similar in nature to the fund being valued may be utilized if fund data or activities are insufficient to be reliable.

Fiscal assumptions, on the other hand, do not lend themselves to prediction on the basis of historical activity – the reason being that both salary increases and investment return are impacted by inflation. Inflation defies reliable prediction. Fiscal assumptions are generally selected on the basis of what would be expected to occur in an inflation-free environment and then both are increased by some provision for long-term inflation.

This is a case where two wrongs may make a right. If inflation is higher than expected it will probably result in actual rates of salary increase and investment return which exceed the assumed rates. Salaries increasing faster than expected result in unexpected costs. Investment return exceeding the assumed rate result in unanticipated assets. To a large degree the additional assets will offset the additional cost over the long-term.

Once items A, B, C and D are available, the actuarial valuation process begins. The first step is to determine the plan's ***total actuarial present value*** for individuals in each of the 3 covered person categories.

> ***Retired members*** now receiving monthly payments;
> ***Vested terminated members*** not yet at retirement age; and
> ***Active members***.

The actuarial present value is the value today, after taking into account the probabilities of payment and the effect of time, of System promises to pay benefits in the future on the basis of both services already completed and projected future service.

Actuarial Cost Method

The total actuarial present value is allocated between projected future service and completed service by the actuarial cost method (Item E) -- the ***individual entry-age*** method is being utilized for this valuation. The portion of the total actuarial present value allocated to projected future service is the ***actuarial present value of future normal cost*** -- normal cost being the series of annual costs, from entry-age to retirement age, which will accumulate to the actuarial present value of the individual's benefit at the time of retirement or death. The remainder of the total actuarial present value is the ***actuarial accrued liability***.

At this stage, determination has been made of:

1. The total actuarial present value;
2. The actuarial present value of future normal cost; and
3. The actuarial accrued liability.

In the typical plan, the actuarial accrued liability may not be covered by the plan's accrued assets – leaving an ***unfunded actuarial accrued liability***. If the plan's accrued assets equal or exceed the actuarial accrued liability, the plan's accrued obligations are said to be "fully funded."

The next step in the valuation process is a determination of the contribution rate (Item G) required to support System benefits in accordance with the funding objective (page A-1).

The contribution rate is determined in two basic components:

1. The normal cost component; and
2. The component which will finance (pay off) the unfunded actuarial accrued liability over the periods indicated on page A-2.

The Unfunded Actuarial Accrued Liability (UAAL) was determined using the Actuarial Value of Assets and Actuarial Accrued Liability calculated as of the valuation date. The UAAL amortization payment (one component of the contribution requirement) is the level percent of pay required to fully amortize the UAAL. The UAAL attributed to the Deferred Retirement Option Plan is amortized over a 15-year period being effective with the June 30, 2008 valuation (fully amortized as of the June 30, 2023 actuarial valuation). The UAAL attributed to the June 30, 2016 valuation is amortized over a 30-year closed period effective with the June 30, 2016 valuation (23 years remain as of June 30, 2023).

Gains or losses to the UAAL that have occurred after June 30, 2016 and prior to June 30, 2022 were amortized over 30-year closed periods. These periods were all reduced to a 23-year period effective with the June 30, 2023 actuarial valuation. Gains or losses to the UAAL that occur on or after June 30, 2023 are amortized over 20-year closed periods. This UAAL payment reflects any payments expected to be made between the valuation date and the date contributions determined by this report are scheduled to begin. In future years, new gains and losses (experience along with other changes such as assumptions or benefit provisions) will be amortized separately (“new layers”) as they occur (over 20-year closed amortization periods). This will create an “amortization schedule” of contribution rates. This schedule will require periodic review by the Board.

Actuarial Assumptions Used for the Valuation

Funding objective contribution requirements and actuarial present values are calculated by applying estimates of future System activities (actuarial assumptions) to the benefit provisions and people information of the fund, using the actuarial cost method described on page C-5.

The principal areas of activity which require estimates are:

(i) Rates of inflation impacting assets of the System and active member pays

(ii) Long-term rates of investment return to be generated by the assets of the System

(iii) Rates of salary increase to members

(iv) Rates of mortality among members, retirants and beneficiaries

(v) Rates of withdrawal of active members

(vi) Rates of retirement due to age and service

(vii) Rates of disability among members

In making a valuation, the monetary effect of each activity is calculated for as long as a present covered person survives – a period of time which can be as long as a century.

Actual activities of the Retirement System will not coincide exactly with estimated activities due to the nature of the activities. Each valuation provides a complete recalculation of estimated future activities and considers the effect of differences between estimated and actual activities to date. The result is a continual series of adjustments (usually small) to the computed contribution rate. From time-to-time one or more of the estimates are modified to reflect experience trends (but not random or temporary year-to-year fluctuations).

The Board of Trustees sets the assumptions. Actuarial assumptions were most recently reviewed and adopted by the Board of Trustees for the June 30, 2023 actuarial valuation. The rationale for the economic and mortality assumptions is described in the 2017-2022 Experience Study Report dated July 31, 2023. We recommend the Board set a policy for regular reviews of the actuarial assumptions, such as every five years.

All actuarial assumptions are expectations of future experience, not market measures.

Actuarial Assumptions Used for the Valuation

The investment return rate used for valuation calculations was 6.45% net of investment expenses, compounded annually. The assumed rate of price inflation is 2.25% per year resulting in a real rate of return of 4.2% per year. The assumed rate of wage inflation and payroll growth is 2.75% per year. This is the same payroll growth assumption used to amortize unfunded actuarial accrued liability.

This assumption is used to equate the value of payments due at different points in time and was first used for the June 30, 2023 valuation. Approximate investment returns, for the purpose of comparisons with assumed returns, have been as follows:

	Year Ended June 30				
	2023	**2022**	**2021**	**2020**	**2019**
Nominal rate	10.4 %	(12.0) %	27.9 %	3.0 %	5.2 %
Inflation rate	3.0	9.1	5.4	0.6	1.6
Real rate	7.4	(21.1)	22.5	2.4	3.6

The nominal rate of return (i.e., Market Value of Assets Rate of Investment Return) was computed using the approximate formula i = I divided by 1/2 (A + B - I), where I is actual realized investment income net of expenses plus market value adjustments, A is the beginning of year market asset value, and B is the end of year market asset value.

These rates of return should not be used for measurement of an investment advisor's performance or for comparisons with other pension funds – to do so will mislead.

Actuarial Assumptions Used for the Valuation

Salary increase rates used to project current pays to those upon which a benefit will be based are represented by the following tables and were first used for the June 30, 2023 valuation.

Active Members with Less Than 10 years of Service:

	Annual Rate of Salary Increase	
Service	Base Economic	Merit and Longevity
1	2.75 %	7.00 %
2	2.75	6.00
3	2.75	5.00
4	2.75	4.00
5	2.75	3.00
6	2.75	2.00
7	2.75	2.00
8	2.75	2.00
9	2.75	2.00
10	2.75	2.00

Active Members with More Than 10 years of Service:

	Annual Rate of Salary Increase	
Sample Ages	Base Economic	Merit and Longevity
30	2.75 %	2.58 %
35	2.75	1.20
40	2.75	0.77
45	2.75	0.51
50	2.75	0.41
55	2.75	0.41
60	2.75	0.00

Changes actually experienced in average pay and total payroll have been as follows:

	Year Ending					5-Year
	2023	2022	2021	2020	2019	Average
Average pay (all members)	1.1%	4.5%	2.1%	0.3%	1.1%	1.8%
Total payroll	7.4%	9.3%	6.3%	0.9%	4.0%	5.6%
Average pay (continuing members)	3.9%	7.8%	4.1%	4.7%	5.5%	5.2%

Actuarial Assumptions Used for the Valuation

The mortality table used for healthy retirees was the Pub-2010 General (amount-weighted) Health Retiree Mortality Table adjusted for mortality improvements using projection scale MP-2021 from 2010 on a fully generational basis. This table was first used for the June 30, 2023 valuation. Sample values follow:

Sample Ages in 2023	Probability of Dying Next Year		Future Life Expectancy (Years)	
	Male	Female	Male	Female
50	0.28%	0.20%	35.52	38.45
55	0.41	0.28	30.63	33.48
60	0.63	0.40	25.91	28.61
65	0.92	0.58	21.42	23.88
70	1.41	0.93	17.16	19.34
75	2.36	1.64	13.23	15.09
80	4.25	3.05	9.75	11.27
Ref:	2705 | 971	2706 | 972		

This assumption is used to measure the probabilities of each benefit payment being made after service retirement.

The Pub-2010 General (amount-weighted) Disabled Mortality Table adjusted for mortality improvements using projection scale MP-2021 from 2010 on a fully generational basis is used to measure the probabilities of each benefit payment being made after disability retirement.

The Pub-2010 General (amount-weighted) Employee Mortality Table adjusted for mortality improvements using projection scale MP-2021 from 2010 on a fully generational basis is used to measure the probabilities of members dying before retirement.

Actuarial Assumptions Used for the Valuation

The rates of retirement used to measure the probability of eligible members retiring during the next year are listed below. These tables were first used for the June 30, 2023 valuation.

For MAPE members hired **before** July 1, 2016 or Non-Union members hired **before** January 1, 2016:

Retirement Ages	Percent Retiring
50	25 %
51	25
52	25
53	25
54	25
55	25
56	25
57	25
58	25
59	25
60	25
61	25
62	25
63	25
64	25
65	40
66	35
67	25
68	25
69	25
70	100

Additionally, MAPE members hired **before** July 1, 2016 or Non-Union members hired **before** January 1, 2016 retiring with 30 or more years of service (and an age depending on eligibility requirements):

Service Years	Percent Retiring
30	25 %
31	25
32	25
33	25
34	25
35	25

Actuarial Assumptions Used for the Valuation

For MAPE members hired **after** July 1, 2016 or Non-Union members hired **after** January 1, 2016 retiring under the age 65+ and 10 years of service condition:

Retirement Ages	Percent Retiring
65	50 %
66	50
67	50
68	50
69	50
70	100

For MAPE members hired after July 1, 2016, **100%** are assumed to retire after reaching 37 or more years of service.

For Non-Union members hired after January 1, 2016, **100%** are assumed to retire after reaching 38 or more years of service.

Actuarial Assumptions Used for the Valuation

Rates of separation from active membership are represented by the following table (rates do not apply to members eligible to retire and do not include separation on account of death or disability). This assumption measures the probabilities of members remaining in employment. This table was first used for the June 30, 2023 valuation.

Basis		% of Active Members Separating within Next Year
Service Based		
Years of Service:	1	20.00 %
	2	18.00
	3	16.00
	4	14.00
	5	12.00
	6	10.00
	7	9.00
	8	8.00
	9	7.00
	10	6.00
Age Based		
Sample Ages:	30	2.82
	35	2.38
	40	2.06
	45	1.84
	50	1.68
	55	1.60
	60	1.60
	65	1.60

Rates of disability are represented by the following table. This assumption measures the probabilities of active members becoming disabled. This table was first used for the June 30, 2023 valuation.

Sample Ages	% of Active Members Separating from Disability	
	Male	Female
35	0.05 %	0.05 %
40	0.10	0.10
45	0.17	0.17
50	0.24	0.24
55	0.46	0.46
60	1.05	1.05
65	1.15	1.15

Miscellaneous and Technical Assumptions

Marriage Assumption	90% for purposes of death-in-service benefits and 80% for deaths after retirement.
Pay Increase Timing	Beginning of (Fiscal) year. This is equivalent to assuming that reported pays represent amounts paid to members during the year ended on the valuation date.
Decrement Timing	Decrements of all types are assumed to occur mid-year.
Eligibility Testing	Eligibility for benefits is determined based upon the age nearest birthday and service nearest whole year on the date the decrement is assumed to occur.
Benefit Service	Exact fractional service is used to determine the amount of benefit payable.
Decrement Relativity	Decrement rates are used directly from the experience study, without adjustment for multiple decrement table effects.
Decrement Operation	Disability and mortality decrements do not operate during the first 5 years of service. Disability and turnover do not operate during retirement eligibility.
Normal Form of Benefit	The normal form of benefit is the straight life form. 1/2 year of benefit service added to service for retirees to simulate a load for service purchase.
Option Factors	Option factors are based upon 6.00% interest and the pub-2010 General (amount-weighted) Mortality Table adjusted for mortality improvements using projection scale MP-2021 on a fully generational basis. These assumptions are intended to create actuarially cost-neutral factors for the System.
Incidence of Contributions	Contributions are assumed to be received continuously throughout the year based upon the Board adopted contribution rates, and the actual payroll payable at the time contributions are made.
Data Adjustments	Accumulated member contributions are not reported for the annual valuation, but only the member contributions made during the prior year. Accumulated member contribution balances are estimated by applying interest (2.25% assumed) on the balance from the prior year and adding the member contributions reported for the valuation. **To account for 27 pay periods during the 2023 fiscal year, reported payrolls for returning active members were adjusted by 26/27.**

Glossary

Accrued Service: Service credited under the System which was rendered before the date of the actuarial valuation.

Actuarial Accrued Liability: The difference between the actuarial present value of future benefit payments and the actuarial present value of future normal costs. Also referred to as "accrued liability" or "past service liability."

Actuarial Assumptions: Estimates of expected future experience with respect to rates of mortality, disability, turnover, retirement, rate or rates of investment income and salary increases. Decrement assumptions (rates of mortality, disability, turnover and retirement) are generally based on past experience, often modified for projected changes in conditions. Economic assumptions (salary increases and investment income) consist of the underlying rate in an inflation-free environment plus a provision for a long-term average rate of inflation.

Actuarial Cost Method: A mathematical budgeting procedure for allocating the dollar amount of the "actuarial present value of future benefit payments" between future normal costs and actuarial accrued liabilities. Sometimes referred to as the "actuarial cost method."

Actuarial Equivalent: A single amount or series of amounts of equal actuarial present value to another single amount or series of amounts, computed on the basis of appropriate actuarial assumptions.

Actuarial Present Value: The amount of funds currently required to provide a payment or series of payments in the future. It is determined by discounting future payments at predetermined rates of interest, and by probabilities of payment. Also referred to as "present value."

Amortization: Paying off an interest-discounted amount with periodic payments of interest and principal – as opposed to paying it off with a lump sum payment.

Experience Gain (Loss): The difference between actual costs and assumed actuarial costs – during the period between two valuation dates.

Funding Value (of Assets): The value of assets used in the actuarial valuation. Typically, cost value with an adjustment toward market.

Normal Cost: The actuarial cost allocated to the current year by the actuarial cost method. Sometimes referred to as "current service cost."

Unfunded Actuarial Accrued Liability: The difference between the actuarial accrued liabilities and the actuarial value of system assets. Sometimes referred to as "unfunded past service liability," "unfunded accrued liability" or "unfunded supplemental present value."

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January 25, 2024

Ms. Sandra M. Sykes
Pension Coordinator
City of Jackson
Employees Retirement System
161 West Michigan Avenue
Jackson, Michigan 49201

Dear Ms. Sykes:

Enclosed are 12 copies of the annual Actuarial Valuation Report as of June 30, 2023 of the City of Jackson Employees Retirement System.

Sincerely,
Gabriel, Roeder, Smith & Company



James R. Sparks, ASA, FCA, MAAA

JRS:dj
Enclosures

cc: Amanda Wedgwood (Electronic Copy)
The Rehman Group

City of Jackson Policemen's and Firemen's Pension Fund

Actuarial Valuation Report
as of June 30, 2023



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January 25, 2024

Board of Trustees
City of Jackson Policemen's
and Firemen's Pension Fund
Jackson, Michigan

Re: City of Jackson Policemen's and Firemen's Pension Fund Actuarial Valuation as of June 30, 2023

The results of the June 30, 2023 Annual Actuarial Valuation of the City of Jackson Policemen's and Firemen's Pension Fund are presented in this report.

This report was prepared at the request of the Board and is intended for use by the Pension Fund and those designated or approved by the Board. This report may be provided to parties other than the Fund only in its entirety and only with the permission of the Board. GRS is not responsible for unauthorized use of this report.

The purpose of the valuation is to measure the Fund's funding progress and to determine the employer contribution rate for the fiscal year ending June 30, 2025 (beginning July 1, 2024). Information required by Statement Nos. 67 and 68 of the Governmental Accounting Standards Board (GASB) are provided in separate reports. This report should not be relied on for any purpose other than the purposes described herein. Determinations of financial results, associated with the benefits described in this report, for purposes other than those identified above may be significantly different.

This report includes risk metrics on pages A-7 and A-8 but does not include a more robust assessment of the risks of future experience not meeting the actuarial assumptions. Additional assessment of risks was outside the scope of this assignment.

This valuation assumed the continuing ability of the plan sponsor to make the contributions necessary to fund this plan. A determination regarding whether or not the plan sponsor is actually able to do so is outside our scope of expertise and was not performed. Continued receipt of employer contributions on a timely basis is essential for the sustainability of the Fund.

This report was prepared using our proprietary valuation model and related software which, in our professional judgment, has the capability to provide results that are consistent with the purposes of the valuation and has no material limitations or known weaknesses. We performed tests to ensure that the model reasonably represents that which is intended to be modeled.

The findings in this report are based on data and other information through June 30, 2023. This valuation was based upon information furnished by the Plan Administrator, concerning Pension Fund benefits, financial transactions, plan provisions and active members, terminated members, retirees and beneficiaries. We checked for internal reasonability and year-to-year consistency, but did not audit the data. We are not responsible for the accuracy or completeness of the information provided by the Plan Administrator.

The actuarial methods and assumptions used in the valuation are summarized in Section C of this report. The assumptions are established by the Pension Fund's Board of Trustees after consulting with the actuary. The actuarial assumptions used for the valuation produce results which, individually and in the aggregate are reasonable. The combined effect of the assumptions, excluding prescribed assumptions or methods set by law, is expected to have no significant bias (i.e., not significantly optimistic or pessimistic).

This report has been prepared by individuals who have substantial experience valuing public employee retirement systems. To the best of our knowledge, the information contained in this report is accurate and fairly presents the actuarial position of the Fund as of the valuation date. All calculations have been made in conformity with generally accepted actuarial principles and practices, and with the Actuarial Standards of Practice issued by the Actuarial Standards Board.

James R. Sparks, Derek Henning and Abra D. Hill are Members of the American Academy of Actuaries (MAAA) and meet the Academy's Qualification Standards to render the actuarial opinions contained herein.

The signing actuaries are independent of the plan sponsor.

Gabriel, Roeder, Smith & Company will be pleased to review this valuation report with the Board of Trustees and to answer any questions pertaining to the valuation.

Respectfully submitted,
Gabriel, Roeder, Smith & Company

James R. Sparks, ASA, FCA, MAAA

Derek Henning, ASA, EA, FCA, MAAA

Abra D. Hill, ASA, FCA, MAAA

JRS/DH/ADH:dj

C0027

EXECUTIVE SUMMARY

Executive Summary

		Prior Assumptions	Updated Assumptions
Valuation Date	June 30, 2022	June 30, 2023	June 30, 2023
Contribution For Fiscal Year Ending	June 30, 2024	June 30, 2025	June 30, 2025
Computed Annual Employer Contributions			
Contributions to Fund UAAL	$ 218,402	$ 73,967	$ 42,734
Assumed Administrative Expenses	N/A*	N/A*	14,221
Total	**$ 218,402**	**$ 73,967**	**$ 56,955**
Membership			
Number of			
Active Members	0	0	0
Retirees and Beneficiaries	11	8	8
Inactive, Non-Retired Members	0	0	0
Total	11	8	8
Total Pensions Being Paid	$ 502,511	$ 399,792	$ 399,792
Assets			
Market Value (MVA)	$ 3,308,783	$ 3,378,879	$ 3,378,879
Actuarial Value (AVA)	$ 3,538,581	$ 3,378,879	$ 3,378,879
Return on Market Value	-12.5%	9.5%	9.5%
Return on Actuarial Value	4.7%	9.5%	9.5%
Ratio - Actuarial Value to Market Value	106.9%	100.0%	100.0%
Actuarial Information			
Normal Cost %	N/A	N/A	N/A
Actuarial Accrued Liability (AAL)	$ 4,685,354	$ 3,894,703	$ 3,776,026
Unfunded Actuarial Accrued Liability (UAAL)	$ 1,146,773	$ 515,824	$ 397,147
Funded Ratio on Actuarial Value of Assets	75.5%	86.8%	89.5%
Amortization Period	5 years	4 years	4 years

** The assumed rate of investment return previously was net of investment and administrative expenses. Updated assumptions assume investment return is net of investment expenses only.*

Highlights

- The Fund's experience for the 2023 Fiscal Year was favorable in comparison to expectations. Actuarial gains occurred as a result of:
  - Greater than expected mortality (2 deaths versus 0.6 deaths expected – $426k gain);
  - One unexpected loss of benefits due to remarriage ($190k gain); and
  - Investment return of 9.5% versus 6.0% assumed ($124k gain).

  These gains were partially offset by COLA increases higher than assumed ($54k loss).
- Valuation assumptions were updated in conjunction with the Act 345 Retirement System's Experience Study. This resulted in a decrease in the UAAL by $119k.
- The Actuarial Value of Assets are set equal to the Market Value of Assets.
- The UAAL of $397,147 as of June 30, 2023 is amortized over a 4-year closed level-dollar period.

This Executive Summary gives an overview of the entire report. It should not be used as a substitute for a thorough reading of the full report.

Executive Summary

Actuarial Valuation

This report presents the actuarial valuation of the City of Jackson Policemen's and Firemen's Pension Fund prepared as of June 30, 2023. Valuations are prepared annually as of July 1 of each year; the first day of the City of Jackson Policemen's and Firemen's Pension Fund plan and fiscal year.

The primary purposes of this valuation report are to measure the plan's liabilities to determine the required employer contribution rate based upon the Fund's funding policy and to analyze changes in the City of Jackson Policemen's and Firemen's Pension Fund's actuarial position.

In addition, this report provides summaries of the member data, financial data, plan provisions, and actuarial assumptions and methods.

Financing Objectives

The City of Jackson Policemen's and Firemen's Pension Fund is a very mature plan with no active members and is supported only by employer contributions and net earnings on the investments of the Fund. The employer contribution is determined by the actuarial valuation.

The employer contributions were intended to be sufficient to amortize the Unfunded Actuarial Accrued Liability (UAAL) over a 10-year level-dollar closed period for liabilities beginning with the June 30, 2017 valuation. As of June 30, 2023, the remaining amortization period for retired liabilities is 4 years**.** The current amortization policy of financing the UAAL over a closed 4-year period projects employer contributions plus expected investment return on Fund assets (6.0% per annum) to offset expected annual benefit payments ($ inflows = $ outflows).

Plan Experience

Net experience for the Pension Fund was favorable during the year ending June 30, 2023. The sources of gains or (losses) on the UAAL are:

Item	Impact on UAAL
Market Value of Assets Gain/(Loss)	$ 124,011
COLA Gain/(Loss)	(53,608)
Mortality Gain/(Loss)	426,423
Other Gain/(Loss)	190,117
Total Experience Gain/(Loss)	$ 686,943

The recognized rate of return on the Market Value of Assets was 9.5% versus the assumed rate of investment return of 6.0%, resulting in an asset gain of $124,011.

The assumed cost-of-living adjustment increases under the prior valuation assumptions were 3.00% for all retirees (2.75% assumed going forward). Actual cost-of-living-adjustment increases were about 6.00% for 3 members, 4.00% for 1 member and 3.00% for 4 members. On average the increase was above the 3.00% assumption, which resulted in a loss for the year ($53,608).

Two benefit recipients deceased during the last fiscal year (versus about 0.6 expected) and one benefit recipient forfeited their pension as a result of remarriage. This resulted in a combined liability gain of $616,540 ($426,423+$190,117).

Executive Summary

Funded Status



At the February 2023 Board Meeting, the Board approved a Computed Annual Employer Contribution rate for the Fiscal Year ending June 30, 2024 based upon the Market Value of Assets ($274,544). Effective with the June 30, 2023 Actuarial Valuation, the Market Value of Assets will be used for valuation purposes (i.e., the Actuarial Value of Assets is set equal to the Market Value of Assets). This change was recommended due to the maturity and liquidity requirements of the Pension Fund.

The Funded Ratio of the Pension Fund improved thanks to continued employer contributions to fund the Unfunded Actuarial Accrued Liability and favorable plan experience during the fiscal year. The Funded Status improved to 89.5% as of June 30, 2023 versus 75.5% as of June 30, 2022 (on an Actuarial Value basis).

The Funded Ratio is not appropriate for assessing the sufficiency of Fund assets to cover the estimated cost of settling the plan's benefit obligations. By itself, this measure is not appropriate for assessing the need for or the amount of future employer contributions.

Assumptions and Methods:

Since the June 30, 2022 Actuarial Valuation, the City of Jackson Act 345 Retirement System conducted an Experience Study and adopted new assumptions. The assumptions used in this report are based upon the findings of that study. The following assumption changes were made since the last valuation:

- Mortality tables now based upon Pub-2010 Safety (amount-weighted) with a MP-2021 improvement scale.
- Assumed rate of pension escalation decreased to 2.75% from 3.00% per annum, compounded annually (consistent with the Act 345 payroll increase assumption).
- The assumed rate of investment return (6.0%) will be net of investment expenses only. Administrative expenses are accounted for in the Computed Annual Employer Contribution.

The updated assumptions resulted in a reduction in the Computed Annual Employer Contribution. See the City of Jackson Act 345 Retirement System 2017-2022 Experience Study report issued July 31, 2023 for more information.

As of the June 30, 2015 Actuarial Valuation, the long-term investment rate of return net of expenses was decreased from 7.5% to 6.0% and the closed amortization period was increased from 9 to 11 (see the Alternate Funding Policy supplemental dated March 17, 2016).

As of the June 30, 2017 Actuarial Valuation, the closed amortization period was increased from 9 years to 10 years (see the letter dated February 9, 2018).

The above changes were approved by the Board prior to adoption. As of June 30, 2023, this amortization period has 4 years remaining.

Closed retirement system's with maturity levels similar to that of this Fund often seek funding objectives that minimize return volatility and make sure the system remains sufficiently liquid to continue to pay benefits. These objectives may require changes to the asset allocation of the system which in turn may require that a lower investment rate of return be assumed. This could place upward pressure on the liabilities and employer contributions in the future.

Executive Summary

Looking Forward

The net cash flow (contributions less benefit payments and administrative expenses) was about -7% of assets for the prior fiscal year. The 6.0% assumed rate of investment return is expected to mostly offset this negative cash flow in the near future. As a consequence, the projected assets are expected to remain somewhat level for the next 3 to 5 years with continued receipt of employer contributions (and if all actuarial assumptions are met).

The current level of benefit payments, $399,792, is large relative to the market value of assets of $3,378,879 as of June 30, 2023 (about 1/8 of assets). The amount of benefit payments, the value of funds in the trust, and the trust investment vehicles all should be monitored closely to avoid any short-term cash flow problems. Page A-4 shows projections under the current assumptions and amortization policy.

It is important to understand that these projections are not forecasts, but rather projections based upon the valuation's assumptions, specifically, a 6.00% assumed rate of investment return and 4 year closed level-dollar amortization of the Unfunded Actuarial Accrued Liability (UAAL).

Future contribution rate volatility will be largely dependent upon the investment performance and longevity of membership of the Pension Fund. The Board should continue to closely monitor the investment strategy of the Pension Fund to make sure it meets Board objectives.

GASB Accounting Standards

In June 2012, the GASB approved two new accounting standards for public sector retirement systems and governments, Statements No. 67 and No. 68. These new standards are a significant departure from the current standards. The GASB has stated that accounting standards should be separate from funding standards. In our view, the funding of the Pension Fund may continue unchanged. Separate reports were issued to the City with GASB Statement Nos. 67 and 68 information as of June 30, 2023.

Executive Summary

Michigan Public Act 202

Michigan Public Act 202 (PA 202) was signed into law December 20, 2017 and requires local units of government to electronically submit Form 5572 to the Michigan Department of Treasury (DOT) on an annual basis to evaluate the funded status of the retirement pension system. The local unit of government is considered underfunded if the actuarial accrued liability of a retirement pension system is less than 60% funded, and if the annual required contribution for all of the retirement systems of the local unit of government is greater than 10% of annual general fund operating revenues. An underfunded local unit of government is required to develop and submit for approval a corrective action plan for the local unit of government.

The Michigan State Treasurer has established uniform actuarial assumptions as required by PA 202 for use with the annual Form 5572 (Retirement System Annual Report).

The current valuation assumptions and/or methods used by the System match or fall in the range of uniform assumptions established by the Treasurer for PA 202 reporting purposes.

The following information has been prepared to provide some of the information necessary to complete the pension reporting requirements for the State of Michigan's Local Government Retirement System Annual Report (Form 5572). Additional resources are available on the State website.

Line	Descriptive Information	
18	**Actuarial Assumptions**	
19	Actuarial assumed Rate of Investment Return	6.00%
20	Amortization method utilized for funding the system's unfunded actuarial accrued liability, if any	Level Dollar
21	Amortization period utilized for funding the system's unfunded actuarial accrued liability, if any	4
22	Is each division within the system closed to new employees?	Yes
23	**Uniform Assumptions**	
24	Enter retirement pension system's actuarial value of assets using uniform assumptions	$ 3,378,879.00
25	Enter retirement pension system's actuarial accrued liabilities using uniform assumptions	$ 3,776,026.00
26	Funded ratio using uniform assumptions	89.5%
27	Actuarially Determined Contribution (ADC) using uniform assumptions	$ 56,955.00
28	All systems combined ADC/Governmental fund revenues	*Automatically Calculated*

Recommendations

We have the following recommendations:

1. ***The Board may wish to consider*** updating the amortization policy to adopt a 5-year closed level-dollar layered amortization policy. This policy would amortize any future additional unfunded liabilities (should they arise) over new 5-year closed amortization layers. This amortization policy change would only impact future actuarial valuations and would have no impact to this actuarial valuation. The purpose of this change would be to reduce year to year contribution volatility as a result of future plan experience. This policy would be monitored on an annual basis for reasonableness.

2. ***The Board should monitor*** the current funding objectives of the Pension Fund and routinely determine if any additional changes should be considered to the Pension Fund's investment policy (e.g., routinely monitor alternative investment strategies that may reduce future investment risk).

SECTION A

VALUATION RESULTS AND COMPARATIVE INFORMATION

Contributions Needed to Finance Benefits of the Pension Fund for the Fiscal Year Beginning July 1, 2024

The computed employer contribution for the fiscal year beginning July 1, 2024 is $ 56,955 (based upon updated valuation assumptions).

Continued timely receipt of employer contributions are critical to the well-being of the City of Jackson Policemen's and Firemen's Pension Fund.

The computed employer contributions are to intended to finance the Unfunded Actuarial Accrued Liability (UAAL) and administrative expenses. Currently, the UAAL is $ 397,147. The portion of the computed employer contribution to fund the UAAL is computed as the level-dollar amount needed to amortize the unfunded actuarial accrued liability over a 4-year period. Contribution amounts are assumed to be paid midway through the fiscal year. Dollar amounts are adjusted for the time lag between June 30, 2023 and the assumed contribution date.

Comparative contribution amounts for prior fiscal years are shown on page A-3.

Comparative Schedule ($ Amounts in Thousands)
Last 25 Years

Valuation Date June 30	(AAL) Actuarial Accrued Liability	(AVA) Actuarial Value of Assets	Unfunded Actuarial Accrued Liability (UAAL)		Amortization Period (Yrs.)		Experience Gain/(Loss)
			Dollar Amount	Funded Ratio	Actives	Retired Lives	
1999	$ 13,537	$ 9,845	$ 3,692	72.7%	34	17	$ 1,005
2000 (a)	11,747	11,518	229	98.1%	N/A	10	3,367
2001	11,428	10,845	583	94.9%	N/A	9	(641)
2002	11,267	9,355	1,912	83.0%	N/A	8	(1,286)
2003	10,901	7,745	3,156	71.0%	N/A	7	(1,190)
2004	10,753	6,418	4,335	59.7%	N/A	6	(1,256)
2005	10,172	5,622	4,550	55.3%	N/A	5	(438)
2006 (a)	10,931	5,560	5,371	50.9%	N/A	10	(413)
2007	10,682	5,848	4,834	54.7%	N/A	10	(29)
2008	9,769	5,512	4,257	56.4%	N/A	10	303
2008 (a)	11,056	5,533	5,523	50.0%	N/A	10	(88)
2010 (a)	9,464	4,029	5,435	42.6%	N/A	20.93	(220)
2011	8,904	3,575	5,329	40.2%	N/A	13	(32)
2012	8,123	3,245	4,878	39.9%	N/A	12	308
2012 (a)	8,481	3,245	5,236	38.3%	N/A	12	308
2014	8,165	3,286	4,879	40.2%	N/A	10	376
2015	7,625	3,292	4,333	43.2%	N/A	9	259
2015 (a)	7,361	3,292	4,069	44.7%	N/A	9	259
2017	7,467	3,295	4,172	44.1%	N/A	10	129
2018	7,198	3,281	3,917	45.6%	N/A	9	(54)
2019	6,933	3,238	3,695	46.7%	N/A	8	123
2020	5,815	3,334	2,480	57.3%	N/A	7	888
2021	5,173	3,577	1,596	69.1%	N/A	6	524
2022	4,685	3,539	1,147	75.5%	N/A	5	174
2023	3,895	3,379	516	86.8%	N/A	4	687
2023 (a)	3,776	3,379	397	89.5%	N/A	4	687

(a) After changes in assumptions and/or methods.

The Actuarial Value of Assets was set equal to the Market Value of Assets for the June 30, 2023 Actuarial Valuation and thereafter.

City's Computed Contributions – Comparative Schedule
Last 25 Years

Fiscal Year Ended June 30	Valuation Date June 30	Dollar Contributions Computed		Dollar Contributions Actual
2001	1999	$ 293,241		$ 293,241
2002	2000	-		-
2003	2001	86,992		86,992
2004	2002	301,041		301,041
2005	2003	528,199		528,199
2006	2004	806,276		806,276
2007	2005	934,667		934,667
2008	2006	612,545		612,545
2009	2007	641,212		641,212
2010	2008	722,537	@	722,537
2011	2009	500,000	@	500,000
2012	2010	500,000	@	500,000
2013	2011	599,431	@	599,431
2014	2012	606,096	@	606,096
2015	2013	607,009		607,009
2016	2014	604,690	@	604,690
2017	2015	565,463	@	565,463
2018	2016	567,276		567,276
2019	2017	506,251		506,251
2020	2018	543,093	@	543,093
2021	2019	524,841		524,841
2022	2020	363,236		363,236
2023	2021	260,185		260,185
2024	2022	274,544	#	
2025	2023	56,955	@#	

@ After changes in assumptions and/or methods.

 # The Computed Annual Employer Contribution is based upon the Market Value of Assets.

Cash Flow Projection – Current Board Approved Policy
4-Year Closed Amortization
Assuming 6.0% Return on Market Value of Assets

Valuation Date June 30,	Actuarial Accrued Liability (AAL)	Market Value of Assets (MVA)	Unfunded Actuarial Accrued Liability (UAAL)	Funded Ratio	Remaining Amortization Years	During Upcoming Fiscal Year: Projected Unfunded Liability Contributions*	Projected Benefit Payments	Assumed Investment Return on MVA^
2023	$ 3,776,026	$ 3,378,879	$ 397,147	89%		$ 260,636	$ (394,176)	$ 198,899
2024	3,596,759	3,444,238	152,521	96%	4	42,734	(392,021)	196,347
2025	3,408,954	3,291,298	117,656	97%	3	42,734	(387,903)	187,292
2026	3,214,121	3,133,422	80,699	97%	2	42,734	(381,662)	178,004
2027	3,014,023	2,972,498	41,525	99%	1	42,734	(373,181)	168,600
2028	2,810,651	2,810,651	-	100%			(362,398)	157,926
2029	2,606,179	2,606,179	-	100%			(349,345)	146,043
2030	2,402,877	2,402,877	-	100%			(334,172)	134,293
2031	2,202,999	2,202,999	-	100%			(317,137)	122,804
2032	2,008,666	2,008,666	-	100%			(298,600)	111,692
2033	1,821,759	1,821,759	-	100%			(278,981)	101,058
2034	1,643,836	1,643,836	-	100%			(258,736)	90,981
2035	1,476,081	1,476,081	-	100%			(238,319)	81,519
2036	1,319,282	1,319,282	-	100%			(218,143)	72,708
2037	1,173,847	1,173,847	-	100%			(198,539)	64,561
2038	1,039,869	1,039,869	-	100%			(179,777)	57,077
2039	917,170	917,170	-	100%			(162,053)	50,239
2040	805,356	805,356	-	100%			(145,496)	44,020
2041	703,880	703,880	-	100%			(130,176)	38,384
2042	612,089	612,089	-	100%			(116,093)	33,293
2043	529,289	529,289	-	100%			(103,191)	28,707
2044	454,805	454,805	-	100%			(91,383)	24,587
2045	388,009	388,009	-	100%			(80,567)	20,899
2046	328,340	328,340	-	100%			(70,642)	17,612
2047	275,310	275,310	-	100%			(61,525)	14,700
2048	228,485	228,485	-	100%			(53,156)	12,138
2049	187,467	187,467	-	100%			(45,497)	9,903
2050	151,873	151,873	-	100%			(38,523)	7,974
2051	121,323	121,323	-	100%			(32,218)	6,327
2052	95,432	95,432	-	100%			(26,568)	4,941
2053	73,805	73,805	-	100%			(21,565)	3,791
2054	56,031	56,031	-	100%			(17,194)	2,854
2055	41,690	41,690	-	100%			(13,439)	2,104
2056	30,355	30,355	-	100%			(10,275)	1,518
2057	21,598	21,598	-	100%			(7,671)	1,069
2058	14,996	14,996	-	100%			(5,581)	735
2059	10,150	10,150	-	100%			(3,954)	492
2060	6,688	6,688	-	100%			(2,722)	321
2061	4,287	4,287	-	100%			(1,819)	203
2062	2,671	2,671	-	100%			(1,180)	125
2063	1,616	1,616	-	100%			(742)	75
2064	949	949	-	100%			(451)	44
2065	542	542	-	100%			(266)	25
2066	301	301	-	100%			(152)	14
2067	162	162	-	100%			(84)	7
2068	85	85	-	100%			(45)	4
2069	44	44	-	100%			(24)	2
2070	22	22	-	100%			(12)	1
2071	11	11	-	100%			(6)	0
2072	6	6	-	100%			(3)	0
2073	3	3	-	100%			(2)	0
2074	1	1	-	100%			(1)	0
2075	-	0	-	N/A			-	0

** Excluding portion of Computed Annual Employer Contribution that funds administrative expenses.*

^ The assumed rate of investment return is net of investment expenses.

Development of Gain/(Loss)

	A. Actuarial Accrued Liability	B. Market Value of Assets	C. Unfunded Actuarial Accrued Liability (A. - B.)
(1) Value at start of year	$4,685,354	$3,308,783	$1,376,571
(2) Actual Administrative Expenses	N/A	(13,602)	13,602
(3) Actual contributions	N/A	260,185	(260,185)
(4) Expected vs. Actual Disbursements	(494,020)	(491,672)	(2,348)
(5) Interest accrual [(1) + [(2) + (3) + (4)] / 2] x 6.00%	266,301	191,174	75,127
(6) Expected value before changes (1) + (2) + (3) + (4) + (5)	$4,457,635	$3,254,868	$1,202,767
(7) Increase due to plan amendments	-	-	-
(8) Increase due to assumption changes	(118,677)	-	(118,677)
(9) Expected value after changes (6) + (7) + (8)	$4,338,958	$3,254,868	$1,084,090
(10) Actual value at end of year	3,776,026	3,378,879	397,147
(11) Gain/(loss) (9) - (10) [(10) - (9) for assets]	$ 562,932	$ 124,011	$ 686,943

Other Observations

General Implications of the Contribution Allocation Procedure or Funding Policy on Future Expected Contributions and Funded Status

Given the Fund's contribution allocation procedure, if all actuarial assumptions are met (including the assumption of the Fund earning 6.00%), it is expected that:

1. The Unfunded Actuarial Accrued Liabilities (UAAL) will be fully amortized; and
2. The funded status of the Fund will continue to increase gradually towards a 100% funded ratio.

Limitations of Funded Status Measurements

The funded status measurement presented in this report as of June 30, 2023 is based upon the Actuarial Accrued Liability (AAL) and the Market Value of Assets (MVA). Unless otherwise indicated, with regard to any funded status measurements presented in this report:

1. The measurement is inappropriate for assessing the sufficiency of Fund assets to cover the estimated cost of settling the Fund's benefit obligations; for example, transferring the liability to an unrelated third party in a market value type transaction.
2. The measurement is dependent upon the Actuarial Cost Method which, in combination with the Fund's amortization policy, affects the timing and amounts of future contributions. The amounts of future contributions will most certainly differ from those assumed in this report due to future actual experience differing from assumed experience based upon the actuarial assumptions.

Limitations of Project Scope

Actuarial standards do not require the actuary to evaluate the ability of the plan sponsor or other contributing entities to make required contributions to the plan when due. Such an evaluation was not within the scope of this project and is not within the actuary's domain of expertise. Consequently, the actuary performed no such evaluation.

Risks to Future Employer Contribution Requirements

There are ongoing risks to future employer contribution requirements to which the Pension Fund is exposed, such as:

- Actual and Assumed Investment Rate of Return
- Actual and Assumed Mortality Rates
- Amortization Policy

Risk Measures – Risks Associated with Measuring the Accrued Liability and Actuarially Determined Contribution

The determination of the accrued liability and the actuarially determined contribution requires the use of assumptions regarding future economic and demographic experience. Risk measures, as illustrated in this report, are intended to aid in the understanding of the effects of future experience differing from the assumptions used in the course of the actuarial valuation. Risk measures may also help with illustrating the potential volatility in the accrued liability and the actuarially determined contribution that result from the differences between actual experience and the actuarial assumptions.

Future actuarial measurements may differ significantly from the current measurements presented in this report due to such factors as the following: Fund experience differing from that anticipated by the economic or demographic assumptions; changes in economic or demographic assumptions due to changing conditions; increases or decreases expected as part of the natural operation of the methodology used for these measurements (such as the end of an amortization period, or additional cost or contribution requirements based on the Fund's funded status); and changes in plan provisions or applicable law. The scope of an actuarial valuation does not include an analysis of the potential range of such future measurements.

Examples of risk that may reasonably be anticipated to significantly affect the plan's future financial condition include:

1. **Investment Risk** – actual investment returns may differ from the expected returns;
2. **Asset/Liability Mismatch** – changes in asset values may not match changes in liabilities, thereby altering the gap between the accrued liability and assets and consequently altering the funded status and contribution requirements;
3. **Contribution Risk** – actual contributions may differ from expected future contributions. For example, actual contributions may not be made in accordance with the Fund's funding policy; and
4. **Longevity Risk** – members may live longer or shorter than expected and receive pensions for a period of time other than assumed.

The effects of certain trends in experience can generally be anticipated. For example, if the investment return since the most recent actuarial valuation is less (or more) than the assumed rate, the cost of the plan can be expected to increase (or decrease). Likewise, if longevity is improving (or worsening), increases (or decreases) in cost can be anticipated.

The computed contribution shown on Page 1 of the Executive Summary may be considered as a minimum contribution rate that complies with the Board's funding policy. The timely receipt of the actuarially determined contributions is critical to support the financial health of the plan. Users of this report should be aware that contributions made at the actuarially determined rate do not necessarily guarantee benefit security.

Risk Measures

Actuarial Valuation Date (6/30)	(1) Actuarial Value of Assets	(2) Actuarial Accrued Liability (AAL)	(3) Unfunded AAL (UAAL) (2) - (1)	(4) Funded Ratio (1) / (2)	(5) Non-Invest. Cash Flow (NICF)	(6) NICF / Assets (5)/(1)	(7) Market Rate of Return	(8) 5-year Trailing Geometric Average
2016	$ 3,305,211	$ 7,911,702	$ 4,606,491	41.8%	$ (210,061)	-6.36%	-5.8%	N/A
2017	3,295,481	7,467,298	4,171,817	44.1%	(246,916)	-7.49%	15.3%	N/A
2018 *	3,281,146	7,362,477	4,081,331	44.6%	(215,601)	-6.57%	14.4%	N/A
2019	3,238,459	6,933,093	3,694,634	46.7%	(266,065)	-8.22%	5.5%	6.3%
2020	3,334,482	5,814,802	2,480,320	57.3%	(194,008)	-5.82%	2.1%	6.0%
2021	3,576,789	5,172,947	1,596,158	69.1%	(149,433)	-4.18%	25.8%	12.3%
2022	3,538,581	4,685,354	1,146,773	75.5%	(203,015)	-5.74%	-12.5%	6.3%
2023 *^	3,378,879	3,776,026	397,147	89.5%	(245,089)	-7.25%	9.5%	5.4%

** Revised actuarial assumptions.*

^ Actuarial Value of Assets set equal to the Market Value of Assets.

(4). The funded ratio is the most widely known measure of a plan's financial strength, but the trend in the funded ratio is much more important than the absolute ratio. The funded ratio should trend to 100%. As it approaches 100%, it is important to re-evaluate the level of investment risk in the portfolio and potentially to re-evaluate the assumed rate of return.

(5) and (6). The ratio of Non-Investment Cash Flow to assets is an important measure of sustainability. Negative ratios are common and expected for a maturing system such as the City of Jackson Policemen's and Firemen's Pension Fund. A ratio that is more negative than the assumed investment rate of return for an extended period could be a leading indicator of potential exhaustion of assets in the future.

(7) and (8). Investment return is probably the largest single risk that most systems face. The year-by-year return and the five-year geometric average both give an indication of the reasonableness of the system's assumed return. Of course, past performance is not a guarantee of future results. Market rate shown is based on an actuarial estimation method and will differ modestly from figures reported by the investment consultant.

Low-Default-Risk Obligation Measure (LDROM)

Introduction

In December 2021, the Actuarial Standards Board (ASB) adopted a revision to Actuarial Standard of Practice (ASOP) No. 4, *Measuring Pension Obligations and Determining Pension Plan Costs or Contributions*. The revised ASOP No. 4 requires the calculation and disclosure of a liability referred to by the ASOP as the "Low-Default-Risk Obligation Measure" (LDROM). The rationale that the ASB cited for the calculation and disclosure of the LDROM was included in the Transmittal Memorandum of ASOP No. 4 and is presented below (emphasis added):

"The ASB believes that the calculation and disclosure of this measure provides **appropriate, useful information for the intended user regarding the funded status of a pension plan**. The calculation and disclosure of this additional measure is **not intended to suggest that this is the "right" liability measure** for a pension plan. However, the ASB does believe that **this additional disclosure provides a more complete assessment of a plan's funded status and provides additional information regarding the security of benefits that members have earned as of the measurement date.**"

Comparing the Accrued Liabilities and the LDROM

One of the fundamental financial objectives of the City of Jackson Policemen's and Firemen's Pension Fund is to finance each member's retirement benefits. To fulfill this objective, the discount rate that is used to value the accrued liabilities is set equal to the **expected return** on the System's diversified portfolio of assets (referred to sometimes as the investment return assumption). The current investment return assumption is 6.00%.

The LDROM is meant to approximately represent the lump sum cost to a plan to purchase low-default-risk fixed income securities whose resulting cash flows essentially replicate in timing and amount of benefits to be paid in the future. The LDROM is very dependent upon market interest rates at the time of the LDROM measurement. The lower the market interest rates, the higher the LDROM, and vice versa. The LDROM results presented in this report are based on the present value of benefits using discount rates based upon the June 2023 Treasury Yield Curve Spot Rates (end of month). The 1-, 5-, 10-, and 30-year rates follow: 5.29%, 3.99%, 3.61% and 3.84%. This measure may not be appropriate for assessing the need for or amount of future contributions. This measure may not be appropriate for assessing the sufficiency of plan assets to cover the estimated cost of settling the plan's benefit obligation.

The difference between the two measures (Valuation and LDROM) is one illustration of the savings the sponsor anticipates by taking on risk in a diversified portfolio.

Accrued Liabilities and LDROM

Valuation Accrued Liabilities	LDROM
$3,776,026	$4,406,936

SECTION B

SUMMARY OF BENEFIT PROVISIONS AND VALUATION DATA SUBMITTED BY PENSION FUND

Summary of Benefit Provisions Evaluated and/or Considered (June 30, 2023)

Regular Retirement (no reduction factor for age)

Eligibility – Age 55 with 25 years of credited service, or age 65 regardless of credited service.

Mandatory Retirement Age – Age 65.

Annual Amount – 2% of Final Average Salary (FAS) for each year of credited service, to a maximum of 60% of FAS.

Type of Final Average Salary – Average of annual salary for the five highest consecutive years of service within last 10 years preceding retirement.

Duty Disability Retirement

Eligibility – Total and permanent disability incurred in line of duty with the City.

Annual Amount – 66-2/3% of current salary at date of disability. Amount is offset by Worker's Compensation.

Non-Duty Disability Retirement

Eligibility – Total and permanent disability after 10 years of credited service and under the age of 55 years.

Annual Amount – 1-2/3% of final average salary for each year of credited service. Minimum is 20% of FAS; maximum is 50% of FAS.

Duty Death before Retirement

Eligibility – Death in line of duty with the City.

Annual Amount – 50% of final salary to surviving spouse, until remarriage or death, plus 10% to each unmarried child under age 18; maximum to spouse and children is 66-2/3% of final salary. Amounts are offset by Worker's Compensation.

Summary of Benefit Provisions Evaluated and/or Considered (June 30, 2023)

Non-Duty Death before Retirement

Eligibility – Death after 10 years of credited service.

Annual Amount – 1-1/2% of final average salary to eligible spouse (married at least 1 year to deceased member) for each year of credited service, payable beginning no earlier than age 45. Minimum is 20% of FAS; maximum is 40% of FAS. To each unmarried child under age 18, 10% of FAS with maximum of 50% of FAS for all minor children; total for spouse and children not to exceed 66-2/3% of FAS.

Automatic Death Benefit after Retirement

Upon the Death of a Regular Retiree the surviving spouse receives a benefit equal to 66-2/3% of the benefit ***at retirement***. Upon the death of the Duty Disability retiree, the surviving spouse receives a benefit equal to 75% of the benefit the retiree received ***at death***. These survivorship benefits will continue to increase with Post-Retirement Cost-of Living Adjustments.

Post-Retirement Cost-of-Living Adjustments

Pensions adjusted by same percent as increase in the pay of the rank last occupied.

Member Contributions

7% plus 1/2 of 1% for post-retirement cost-of-living adjustments.

Summary of Asset Information Submitted for Valuation

Balance Sheet

Reported Assets - Market Value		Reserves for	
Cash & equivalents	$ 39,551	Members' contributions	$ 0
Receivables & accruals	91	Employer's contributions	29,957,778
Stocks	1,396,914	Retired benefit payments	(26,578,899)
Bonds	1,266,029		
International stocks	676,294		
Total Current Assets	**$ 3,378,879**	**Total Reserves**	**$ 3,378,879**

Revenues and Expenditures

Reported Balance - 6/30/2022	$3,308,783
Revenues	
Members' contributions	0
Employer contributions	260,185
Investment income	326,685
Expenditures	
Benefit payments	491,672
Refund of member contributions	none
Administrative & Investment expenses	25,102
Reported Balance - 6/30/2023	**$3,378,879**

Retiree and Beneficiary Comparative Schedule
(Annual Pensions Include Escalation)
Last 25 Years

Year Ended June 30	Added to Rolls No.	Added to Rolls Annual Pensions* New	Added to Rolls Annual Pensions* COLAs	Removed from Rolls No.	Removed from Rolls Annual Pensions	Rolls End of Year No	Rolls End of Year Annual Pensions	% Incr. in Annual Pensions	Average Pension	Discounted Value of Pensions Total		Discounted Value of Pensions Average
1999	1	$ 44,820		4	$ 54,045	69	$1,388,298	(0.7)	$20,120	$13,126,607		$190,241
2000	1	69,894		5	107,373	65	1,350,819	(2.7)	20,782	11,747,323		180,728
2001		44,704		4	79,319	61	1,316,204	(2.6)	21,577	11,427,707		187,339
2002		38,818		2	24,168	59	1,330,854	1.1	22,557	11,267,420		190,973
2003	3	105,612		6	148,099	56	1,288,367	(3.2)	23,007	10,900,752		194,656
2004			$ 41,628	2	18,616	54	1,311,379	1.8	24,285	10,753,134		199,132
2005			42,898	4	91,966	50	1,262,311	(3.7)	25,246	10,172,322		203,446
2006			47,031	4	30,670	46	1,278,672	1.3	27,797	10,930,809		237,626
2007			43,468	2	66,876	44	1,255,264	(1.8)	28,529	10,681,885		242,770
2008	3	22,947	39,671	5	121,543	42	1,196,339	(4.7)	28,484	11,055,950	@	263,237
2009	1	31,172	30,500	7	179,762	36	1,078,249	(9.9)	29,951	9,866,752		274,076
2010			28,465	3	43,249	33	1,063,465	(1.4)	32,226	9,463,639		286,777
2011	2	70,213	4,675	3	125,298	32	1,013,055	(4.7)	31,658	8,904,371		278,262
2012			7,083	3	46,283	29	973,855	(3.9)	33,581	8,481,396	@	292,462
2013	0		13,234	1	5,871	28	981,217	0.8	35,043	8,189,493		292,482
2014	3	72,389	10,934	5	208,826	26	855,714	(12.8)	32,912	8,165,218		314,047
2015	0		10,114	2	53,498	24	812,330	(5.1)	33,847	8,213,377	@+	342,224
2016			6,862	1	5,613	23	813,579	0.2	35,373	7,911,702		343,987
2017			7,480	2	54,805	21	766,254	(5.8)	36,488	7,467,298		355,586
2018			16,257	1	13,037	20	769,474	0.4	38,474	7,362,477	@	368,124
2019			15,930	2	49,349	18	736,055	(4.3)	40,892	6,933,093		385,172
2020			14,650	3	114,165	15	636,540	(13.5)	42,436	5,814,802		387,653
2021	1	45,408	13,505	3	119,039	13	576,414	(9.4)	44,340	5,172,947		397,919
2022			4,163	2	78,065	11	502,511	(12.8)	45,683	4,685,354		425,941
2023			16,719	3	119,439	8	399,792	(20.4)	49,974	3,776,026	@	472,003

* *Beginning in the 2004 valuation, changes in the annual pension are separated into benefits for the new members and cost-of-living adjustments for existing members. 2011 includes estimated benefits for one unreported surviving spouse.*

@ After changes in assumptions and/or methods.

+ Alternate Funding Policy supplemental actuarial report dated March 17, 2016.

Retirees and Beneficiaries on Rolls
Comparative Statement
Last 25 Years

Valuation Date June 30	No. on Rolls	Initial Pensions	Escalation Pensions	Total	Initial as Percent of Total
1999	69	$ 609,245	$ 779,053	$ 1,388,298	43.9 %
2000	65	610,280	740,539	1,350,819	45.2
2001	61	591,432	724,772	1,316,204	44.9
2002	59	583,398	747,456	1,330,854	43.8
2003	56	601,739	686,628	1,288,367	46.7
2004	54	590,490	720,889	1,311,379	45.0
2005	50	560,207	702,104	1,262,311	44.4
2006	46	541,856	736,816	1,278,672	42.4
2007	44	529,973	725,291	1,255,264	42.2
2008	42	514,630	681,709	1,196,339	43.0
2009	36	464,420	613,829	1,078,249	43.1
2010	33	446,976	616,489	1,063,465	42.0
2011	32	444,354	568,701	1,013,055	43.9
2012	29	422,907	550,948	973,855	43.4
2013	28	418,926	562,291	981,217	42.7
2014	26	364,983	490,731	855,714	42.7
2015	24	341,918	470,412	812,330	42.1
2016	23	336,451	477,128	813,579	41.4
2017	21	302,959	463,295	766,254	39.5
2018	20	291,438	478,036	769,474	37.9
2019	18	278,670	457,385	736,055	37.9
2020	15	240,974	395,566	636,540	37.9
2021	13	206,871	369,543	576,415	35.9
2022	11	175,252	327,260	502,512	34.9
2023	8	135,063	264,729	399,792	33.8

Retirees and Beneficiaries as of June 30, 2023
Tabulated by Type of Pensions Being Paid

Type of Pension Being Paid	No.	Escalator Pensions	Initial Pensions	Total Annual Pensions
Present Plan (1957) Pensions				
Age & Service Pensions:				
- Straight Life	1	$ 21,410	$ 29,921	$ 51,332
- Survivor Beneficiaries	2	65,388	17,657	83,045
- Totals	3	86,798	47,578	134,377
Casualty Pensions:				
- Disability	5	177,931	87,485	265,415
- Totals	5	177,931	87,485	265,415
Total Pensions Being Paid	**8**	**$264,729**	**$135,063**	**$399,792**

Retirees and Beneficiaries as of June 30, 2023
Tabulated by Attained Age

Attained Age	Present Plan No.	Present Plan Annual Pensions
65 - 69	1	$ 36,473
70 - 74		
75 - 79	2	103,477
80 - 84	4	208,757
85 - 89	1	51,085
90 - 94		
95 - 99		
TOTALS	**8**	**$ 399,792**

Average Age at Retirement: 48.3 yrs.

Average Age Now: 80.3 yrs.

Active Members *
Comparative Schedule
From 1996 – 2000

Valuation Date June 30	Active Members	Valuation Payroll	Average Age	Average Service	Average Pay	% Incr.
1966	161	$1,120,927	N/A yrs.	N/A yrs.	$ 6,962	0.0 %
1967	154	1,112,452	38.8	12.3	7,224	3.8
1968	189	1,616,594	36.9	10.9	8,553	18.4
1969	171	1,491,991	37.8	11.7	8,725	2.0
1970	184	1,985,341	36.8	10.9	10,790	23.7
1971	181	2,069,097	37.4	11.7	11,431	5.9
1972	182	2,255,898	37.4	11.7	12,395	8.4
1973	172	2,245,755	37.3	11.7	13,057	5.3
1974	155	2,191,456	37.2	11.9	14,138	8.3
1975	153	2,561,103	38.1	12.7	16,739	18.4
1976	141	2,590,482	38.4	13.1	18,372	9.8
1977	124	2,356,400	38.4	13.0	19,003	3.4
1978	114	2,392,124	39.0	13.5	20,984	10.4
1979	110	2,466,966	40.3	14.7	22,427	6.9
1980	103	2,567,220	40.6	15.0	24,924	11.1
1981	90	2,562,461	41.6	16.0	28,472	14.2
1982	82	2,375,269	41.5	16.2	28,967	1.7
1983	73	2,216,742	41.9	16.7	30,366	4.8
1984	67	1,960,418	42.1	17.0	29,260	(3.6)
1985	56	1,680,335	42.1	17.2	30,006	2.5
1986	54	1,683,819	42.8	18.0	31,182	3.9
1987	51	1,652,602	43.6	18.8	32,404	3.9
1988	46	1,639,724	44.2	19.6	35,646	10.0
1989	33	1,285,310	44.9	20.3	38,949	9.3
1990	21	777,999	45.8	21.1	37,048	(4.9)
1991	6	251,480	47.8	22.0	41,913	13.1
1992	5	228,684	48.2	22.8	45,737	9.1
1993	5	237,750	49.2	23.8	47,550	4.0
1994	1	43,230	56.0	24.3	43,230	(9.1)
1995	1	43,139	57.0	25.3	43,139	(0.2)
1996	1	44,875	58.0	26.3	44,875	4.0
1997	1	50,098	59.0	27.3	50,098	11.6
1998	1	49,813	60.0	28.3	49,813	(0.6)
1999	1	51,016	60.8	29.3	51,016	2.4
2000	0	0	N/A	N/A	N/A	N/A

** As of the June 30, 2000 valuation, there are no longer active members.*

SECTION C

ACTUARIAL COST METHODS, ACTUARIAL ASSUMPTIONS AND DEFINITIONS OF TECHNICAL TERMS

Actuarial Cost Methods Used for the Valuation

Financing of Unfunded Actuarial Accrued Liabilities: Unfunded actuarial accrued liability was financed over a period of the average life expectancy of remaining members rounded down to whole years. The indicated dollar amounts were assumed to remain level over the closed 4-year amortization period. Contribution amounts were assumed to be paid midway through the fiscal year.

Previously, the ***Actuarial Value of Assets*** used for funding purposes was derived as follows: prior year valuation assets are increased by contribution and expected investment income and reduced by refunds, benefit payments and expenses. To this amount is added 25% of the difference between expected and actual investment income for each of the previous four years. Beginning with the June 30, 2008 valuation, Actuarial Value of Assets was restricted to the range of 80% to 120% of market value of assets. **Beginning with the June 30, 2023 valuation, the Actuarial Value of Assets is set equal to the market value of assets.**

Actuarial Assumptions Used for the Valuation

The contribution requirements and actuarial present values of a pension fund are calculated by applying actuarial assumptions to the benefit provisions and people information of the Fund.

The principal areas of risk which require actuarial assumptions about future experiences are:

(i) Long-term rates of investment return to be generated by the assets of the Fund

(ii) Patterns of pay increases to members

(iii) Rates of mortality among members, retirees, and beneficiaries

(iv) Rates of withdrawal of active members **(no longer applicable to this Pension Fund)**

(v) Rates of disability among active members **(no longer applicable to this Pension Fund)**

(vi) The age patterns of actual retirements **(no longer applicable to this Pension Fund)**

The monetary effect of each assumption is calculated for as long as a present covered person survives – a period of time which can be as long as a century.

Actual experience of the Fund will not coincide exactly with assumed experience, regardless of the wisdom of the assumptions. Each valuation provides a complete recalculation of assumed future experience and takes into account all past differences between assumed and actual experience. The result is a continual series of adjustments (usually small) to the computed contribution rate.

From time-to-time one or more of the assumptions are modified to reflect experience trends (but not random or temporary year-to-year fluctuations).

All actuarial assumptions are expectations of future experience, not market measures.

Assumptions were reviewed and updated in conjunction with the 2017-2022 Experience Study for the City of Jackson Act 345 Policemen and Firemen Retirement System. We believe the assumptions adopted by the Board are reasonable for the purposes of this valuation report.

The investment return rate (net of investment expenses) used for valuation calculations was 6.0% a year, compounded annually. The assumed rate of price inflation is 2.25% per year resulting in a real rate of return of 3.75% per year.

No specific price inflation assumption is currently used in the valuation since there are no benefits that are specifically linked to price inflation. However, a price inflation assumption of 2.25% per year was considered in the building block development of the investment rate of return.

The investment return assumption of 6.0% per year is used to equate the value of payments due at different points in time and was first used for the revised June 30, 2015 valuation supplemental to re-compute the 2017 fiscal year employer contribution. Approximate investment returns, for the purpose of comparisons with assumed returns, have been as follows:

	Year Ended June 30					5-Year
	2023	2022	2021	2020	2019	Average
Nominal rate	9.5%	(12.5)%	25.8%	2.1%	5.5%	5.4%

The nominal rate of return (i.e., Market Value of Assets Rate of Investment Return) was computed using the approximate formula i = I divided by 1/2 (A + B - I), where I is actual realized investment income net of expenses plus market value adjustments, A is the beginning of year market asset value, and B is the end of year market asset value.

These rates of return should not be used for measurement of an investment advisor's performance or for comparisons with other pension funds – to do so will mislead.

Assumed Administrative Expenses: Future administrative expenses are projected based upon the reported administrative expenses for the prior fiscal year, increased with inflation (2.25%), and are included in the Computed Annual Employer Contribution.

Assumed rate of pension escalation: 2.75% per annum, compounded annually. This assumption was first used for the June 30, 2023 valuation.

The mortality table used was the Pub-2010 Safety (amount-weighted) Mortality Table adjusted for mortality improvements using projection scale MP-2021 on a fully generational basis. This table was first used for the June 30, 2023 valuation. Sample values for calendar year 2023 follow:

Sample Attained Ages	Probability of Dying Next Year		Future Life Expectancy (Years)	
	Male	Female	Male	Female
60	0.52%	0.46%	25.62	27.58
65	0.89	0.73	21.02	22.93
70	1.45	1.16	16.73	18.54
75	2.50	2.00	12.82	14.46
80	4.54	3.60	9.40	10.85
85	8.34	6.42	6.61	7.85
90	14.80	11.25	4.58	5.52
95	22.31	18.01	3.32	3.88
Ref:	*2703 | 971*	*2704 | 972*		

No adjustment is made for retirees who were previously designated as disabled upon retirement.

Definitions of Technical Terms

Accrued Service: Service credited under the fund which was rendered before the date of the actuarial valuation.

Actuarial Accrued Liability: The difference between the actuarial present value of future benefit payments and the actuarial present value of future normal costs. Also referred to as "accrued liability" or "past service liability."

Actuarial Assumptions: Estimates of expected future experience with respect to rates of mortality, disability, turnover, retirement, rate or rates of investment income and salary increases. Decrement assumptions (rates of mortality, disability, turn-over and retirement) and generally based on past experience, often modified for projected changes in conditions. Economic assumptions (salary increases and investment income) consist of the underlying rates in an inflation-free environment plus a provision for a long-term average rate of inflation.

Actuarial Cost Method: A mathematical budgeting procedure for allocating the dollar amount of the "actuarial present value of future benefit payments" between future normal costs and actuarial accrued liabilities. Sometimes referred to as the "actuarial valuation cost method."

Actuarial Equivalent: A single amount or series of amounts of equal actuarial present value to another single amount or series of amounts, computed on the basis of appropriate actuarial assumptions.

Actuarial Present Value: The amount of funds currently required to provide a payment or series of payments in the future. It is determined by discounting future payments at predetermined rates of interest, and by probabilities of payment. Also referred to as "present value."

Amortization: Paying off an interest-discounted amount with periodic payments of interest and principal – as opposed to paying it off with a lump sum payment.

Experience Gain/(Loss): The difference between actual actuarial costs and assumed actuarial costs – during the period between two valuation dates.

Normal Cost: The actuarial cost allocated to the current year by the actuarial cost method. Sometimes referred to as "current service cost."

Unfunded Actuarial Accrued Liabilities: The difference between Actuarial Accrued Liabilities and the Actuarial Value of Assets. Sometimes referred to as "unfunded past service liability," "unfunded accrued liability" or "unfunded supplemental present value."

Most pension funds have unfunded actuarial accrued liabilities. They arise each time new benefits are added and each time an experience loss is realized.

The existence of unfunded actuarial accrued liabilities is not in itself bad, any more than a mortgage on a house is bad. Unfunded actuarial accrued liabilities do not represent a debt that is payable today. What is important is the ability to control the amount of unfunded actuarial accrued liabilities and the trend in their amount (after due allowance for devaluation of the dollar).

800.521.0498 | P: 248.799.9000 | www.grsconsulting.com

January 25, 2024

Ms. Sandra M. Sykes
Pension Coordinator
City of Jackson
161 West Michigan Avenue
Jackson, Michigan 49201

Dear Ms. Sykes:

Enclosed, please find 8 copies of the report of the annual Actuarial Valuation Report as of June 30, 2023 of the City of Jackson Policemen's and Firemen's Pension Fund.

Sincerely,
Gabriel, Roeder, Smith & Company



James R. Sparks, ASA, FCA, MAAA

JRS:dj
Enclosures

cc: Amanda Wedgwood (Electronic Copy)
The Rehman Group

JACKSON
Founded 1829

MEMO TO: Mayor and City Councilmembers

FROM: Jonathan Greene, City Manager

DATE: May 14, 2024

SUBJECT: Zoning map amendment request for 1100 Clinton Road (Parcel #2-2005)

Recommendation:

Approval of proposed rezoning/map amendment for a forty (40) foot wide by three hundred and thirty (330) foot long (0.30 acres) strip of land at 1100 Clinton Road (Parcel #2-2005) from R-6, Residential and Low Density Office to C-4, General Commercial with the condition the said portion of land is combined with 971 N. West Avenue (Parcel #2-2005.1); as recommended by the City of Jackson Planning Commission on May 1, 2024.

JACKSON
Founded 1829

DEPARTMENTAL REPORT

MEMO TO: Jonathan Greene, City Manager

FROM: Chris Atkin, Zoning Administrator

DATE: May 14, 2024

RECOMMENDATION: Approval of requested rezoning/map amendment

ISSUE STATEMENT

The applicant is requesting a zoning classification amendment (rezone) for forty (40) foot wide by three hundred and thirty (330) foot long portion of land from R-6, Residential and Low Density Office to C-4, General Commercial. The area of the subject strip of land is 0.30 acres. If approved, the vacant is 0.30 acres of land will be combined with 971 N. West Avenue (Parcel #2-2005.1); the purpose of this request is to maintain a consistent zoning designation for the entire proposed combined property.

On August 9, 2022 City Council approved a request to rezone 971 N. West Avenue (Parcel #2-2005.1) from R-1, One Family Residential to C-4, General Commercial.

At the May 1, 2024 regularly scheduled Planning Commission meeting, the following motion was made:

> *Commissioner Wood motioned to make a recommendation to City Council to approve the zoning amendment request to rezone a forty (40) foot wide by three hundred and thirty (330) foot long (0.30 acres) strip of land at 1100 Clinton Road (Parcel #2-2005) R-6, Residential and Low Density Office to C-4, General Commercial with the condition the said portion of land is combined with 971 N. West Avenue (Parcel #2-2005.1). Support from Commissioner Saucedo.*

Motion passed by 6-0 roll call vote.

Yeas: Wood, Greene, Poole, Saucedo, Johnson, and Hammontree. Nays: None. Absent: Mahoney, Mauldin

DESCRIBE THE CONSEQUENCES

Dividing the portion of property from 1100 Clinton Road (Parcel #2-2005), and combining said portion of property with 971 N. West Avenue (Parcel #2-2005.1), will not prohibit or reduce the

potential for development nor create a nonconformity to the former mentioned property.

Furthermore, as previously mentioned, the purpose of this request is to maintain a consistent zoning designation for the entire proposed combined property at 971 N. West Avenue (Parcel #2-2005.1).

OWNERSHIP

The City of Jackson is responsible for sound land use planning and land use patterns. Permitting the land division/combination without a zoning amendment may cause undue hardships for development on a site with two (2) differing zoning designations.

SOLUTION

Zoning map amendment.

FACILITATE IMPLEMENTATION

Approval of proposed rezoning/map amendment for a forty (40) foot wide by three hundred and thirty (330) foot long (0.30 acres) strip of land at 1100 Clinton Road (Parcel #2-2005) from R-6, Residential and Low Density Office to C-4, General Commercial, with the condition the said portion of land is combined with 971 N. West Avenue (Parcel #2-2005.1); as recommended by the City of Jackson Planning Commission on May 1, 2024.

ATTACHMENTS

1. Packet to Council - 1100 Clinton Rd. Rezone

CITY OF JACKSON
Founded 1829

Community Development Department
161 W. Michigan Ave. • Jackson, MI 49201
Phone: (517) 788-4060 or (517) 788-4012 • Facsimile: (866) 971-2151

April 24, 2024

Map Amendment Review (Rezone)
1100 Clinton Road
City of Jackson, Michigan

GENERAL INFORMATION

Applicant:
LS MA Jackson, LLC
38500 Woodward Ave., Ste. 200
Bloomfield Hills, MI 48304

True Community Credit Union
1100 Clinton Rd.
Jackson, MI 49202

Subject Location: 1100 Clinton Rd. (Parcel #2-2005)

Received Date: April 9, 2024

Current Zoning: R-6, Residential and Low Density Office

Proposed Zoning: C-4, General Commercial

Action Required: *Procedure following public hearing.* After the public hearing on such amendment, supplement or change, the city planning commission shall make its report. Such report shall be by resolution of the city planning commission carried by the affirmative votes of the majority of members in attendance. Such amendment, supplement or change, with report, shall then be certified in writing to the city council and to the county register of deeds.

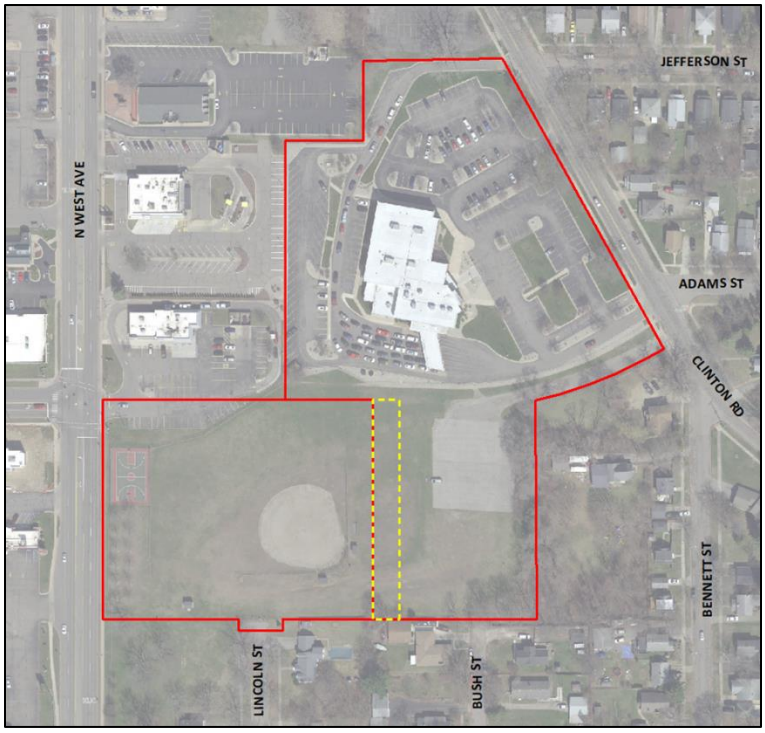
SITE/PROPERTY DESCRIPTION

The applicant is requesting a zoning classification amendment (rezone) for forty (40) foot wide by three hundred and thirty (330) foot long portion of land from R-6, Residential and Low Density Office to C-4, General Commercial. The area of the subject strip of land is 0.30 acres

At the August 3, 2022 Planning Commission meeting, the adjacent property to the west, 971 N. West Avenue (Parcel #2-2005.1), was recommended for approval to rezone from R-1, One Family Residential to C-4, General Commercial. City Council approved the request on August 9, 2022.

If approved, the vacant is 0.30 acres of land will be combined with 971 N. West Avenue (Parcel #2-2005.1); the purpose of this request is to maintain a consistent zoning designation for the entire proposed combined property.

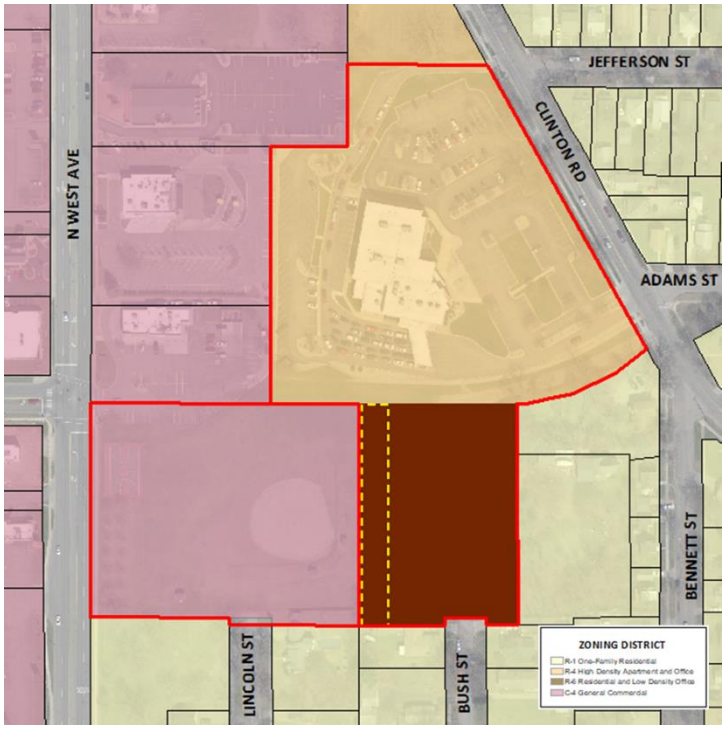
Furthermore, dividing the portion of property from 1100 Clinton Road (Parcel #2-2005) will not prohibit, reduce, or create a nonconformity to said property.



NEIGHBORING ZONING AND LAND USE

The table below identifies the surrounding zoning designations and current land uses.

	North	South	East	West
Current Zoning	R-4, High Density Apartment and Office	R-1, One Family Residential	R-6, Residential and Low Density Office R-1, One Family Residential	C-4, General Commercial
Current Land Use	Bank	Residential	Vacant and Residential	Vacant



FUTURE LAND USE/MASTER PLAN

The Future Land Use map contained within the 2016 Master Plan demonstrates use designation of the subject properties "Regional Commercial".

As described in the 2016 Master Plan:

> The regional commercial district is composed of land and structures used primarily to provide all types of "convenience goods," and limited types of "durable goods" such as household furnishings, hardware, and apparel. The district also permits land uses such as gasoline stations, branch banks, and high density residential development. This district is vehicular-oriented with a suburban character. The Jackson Crossings district is an example of this land use type and intensity.

The proposed zoning amendment classification is consistent with the Future Land Use map.

DEVELOPMENT POTENTIAL

As previously stated, if approved, the portion of land will be combined with 971 N. West Avenue (Parcel #2-2005.1) which is currently zoned C-4, General Commercial.

ESSENTIAL FACILITIES AND SERVICES

The subject property will have access to essential city facilities and services.

TRAFFIC IMPACT AND SITE ACCESS

All traffic impact and site access will be determined by development of 971 N. West Avenue (Parcel #2-2005.1).

CONCLUSION/FINDINGS

For the Planning Commissions consideration, provided below is a summary of findings as they apply to the proposed rezoning of a from forty (40) foot wide by three hundred and thirty (330) foot long portion of land from R-6, Residential and Low Density Office to C-4, General Commercial, currently part of 1100 Clinton Road (Parcel #2-2005).

- The proposed zoning designation is consistent 2016 Future Land Use Map;
- The proposed zoning designation and permitted uses are consistent with existing uses in the immediate area; and
- The zoning designation will be consistent with the current zoning of 971 N. West Avenue (Parcel #2-2005.1) if combined as intended.

We believe the request to amend the zoning map should be recommended for approval to City Council contingent upon proper land division and combination.

Respectfully,

Christopher M. Atkin
Planning Director, City of Jackson

cc: Applicant

CITY OF JACKSON
Founded 1829

Community Development Department

161 W. Michigan Ave. • Jackson, MI 49201
Phone: (517) 788-4060 or (517) 788-4012 • Facsimile: (866) 971-2151

Application for Map Amendment (Rezone)

Requires a public hearing before the Planning Commission and City Council Approval.

$500.00 fee required with application submittal.

APPLICANT

Name: _____

Address: _____

City: _____ State: ____ Zip: _____

Phone: (____) _____

Email: _____

PROPERTY OWNER *same as applicant*

Name: TRUE Community Credit Union

Address: 1100 Clinton Rd.

City: Jackson State: MI Zip: 49202

Phone: (517.841.4119) Email: csiders@trueccu.com

PROPERTY SUBJECT TO REZONING REQUEST

Property Identification #: 2-200500000

Address: 1100 Clinton Rd

City: Jackson State: MI Zip: _____

Nearest Intersection: North W. Ave and Argyle

ADJACENT PROPERTY ZONING AND USE

NORTH – R-4 Zoning Bank Use

SOUTH – R-1 Zoning SF Residential Use

EAST – R-5 Zoning SF Residential Use

WEST – C-4 Zoning PR. Restaurant & Car wash Use

Current Zoning Designation: ☐R-1 ☐R-2 ☐R-3 ☐R-4 ☑R-5 ☐R-6 ☐C-1 ☐C-2 ☐C-3 ☐C-4 ☐I-1 ☐I-2

Current Use: ☐Residential ☐Commercial ☐Industrial ☐Mixed vacant

Proposed Zoning Designation: ☐R-1 ☐R-2 ☐R-3 ☐R-4 ☐R-5 ☐R-6 ☐C-1 ☐C-2 ☐C-3 ☑C-4 ☐I-1 ☐I-2

Proposed Use: ☐Residential ☑Commercial ☐Industrial ☐Mixed

Reason for Request: Proposed Commercial projects adjacent needed additional 40' strip of property to meet site design requirements. 40' strip of property is being requested to be rezoned to C-4 to address property needs.

I hereby attest that I/we have read and understand the application form, that the information submitted is true and accurate, and agree to all the terms, conditions, and other City of Jackson Code requirements. Furthermore, I/we understand all map amendment applications are subject to the procedures of zoning ordinance Section 28-183.

Signature of Applicant	Date	Signature of Owner *(If different from applicant)*	Date
			4.1.2024

If the owner cannot sign this form, the applicant shall submit a letter of consent from the property owner with this application.

OFFICE USE ONLY

CASE: PRZ24-0001 Application Accepted By: SFoster

Materials Submitted with Application: ☐Plans ☐Other _____

Total Pages Submitted: 12 Amount of Fee Paid: $ 500 ☐Cash ☑Check Check #: 11909

CITY OF JACKSON
Founded 1829

Community Development Department

161 W. Michigan Ave. • Jackson, MI 49201
Phone: (517) 788-4060 or (517) 788-4012 • Facsimile: (866) 971-2151

Application for Map Amendment (Rezone)

Requires a public hearing before the Planning Commission and City Council Approval.

$500.00 fee required with application submittal.

APPLICANT

Name: LS MA JACKSON LLC
Address: 38500 Woodward Ave #200
City: Bloomfield Hills State: MI Zip: 48304
Phone: (248) 737-4041
Email: cgbe Lormaxstern.com

PROPERTY OWNER ☐ *Same as applicant*

Name:
Address:
City: State: Zip:
Phone: ( )
Email:

PROPERTY SUBJECT TO REZONING REQUEST

Property Identification #: 2-200500000
Address: 1100 Clinton Rd
City: Jackson State: MI Zip:
Nearest Intersection: North W. Ave and Argyle

ADJACENT PROPERTY ZONING AND USE

NORTH –	R-4	Zoning	Bank	Use
SOUTH –	R-1	Zoning	SF Residential	Use
EAST –	R-5	Zoning	SF Residential	Use
WEST –	C-4	Zoning	PR. Restaurant & Car wash	Use

Current Zoning Designation: ☐R-1 ☐R-2 ☐R-3 ☐R-4 ☑R-5 ☐R-6 ☐C-1 ☐C-2 ☐C-3 ☐C-4 ☐I-1 ☐I-2

Current Use: ☐Residential ☐Commercial ☐Industrial ☐Mixed vacant

Proposed Zoning Designation: ☐R-1 ☐R-2 ☐R-3 ☐R-4 ☐R-5 ☐R-6 ☐C-1 ☐C-2 ☐C-3 ☑C-4 ☐I-1 ☐I-2

Proposed Use: ☐Residential ☑Commercial ☐Industrial ☐Mixed

Reason for Request: Proposed Commercial projects adjacent needed additional 40' strip of property to meet site design requirements. 40' strip of property is being requested to be rezoned to C-4 to address property needs.

I hereby attest that I/we have read and understand the application form, that the information submitted is true and accurate, and agree to all the terms, conditions, and other City of Jackson Code requirements. Furthermore, I/we understand all map amendment applications are subject to the procedures of zoning ordinance Section 28-183.

Signature of Applicant — Date: 4/1/24

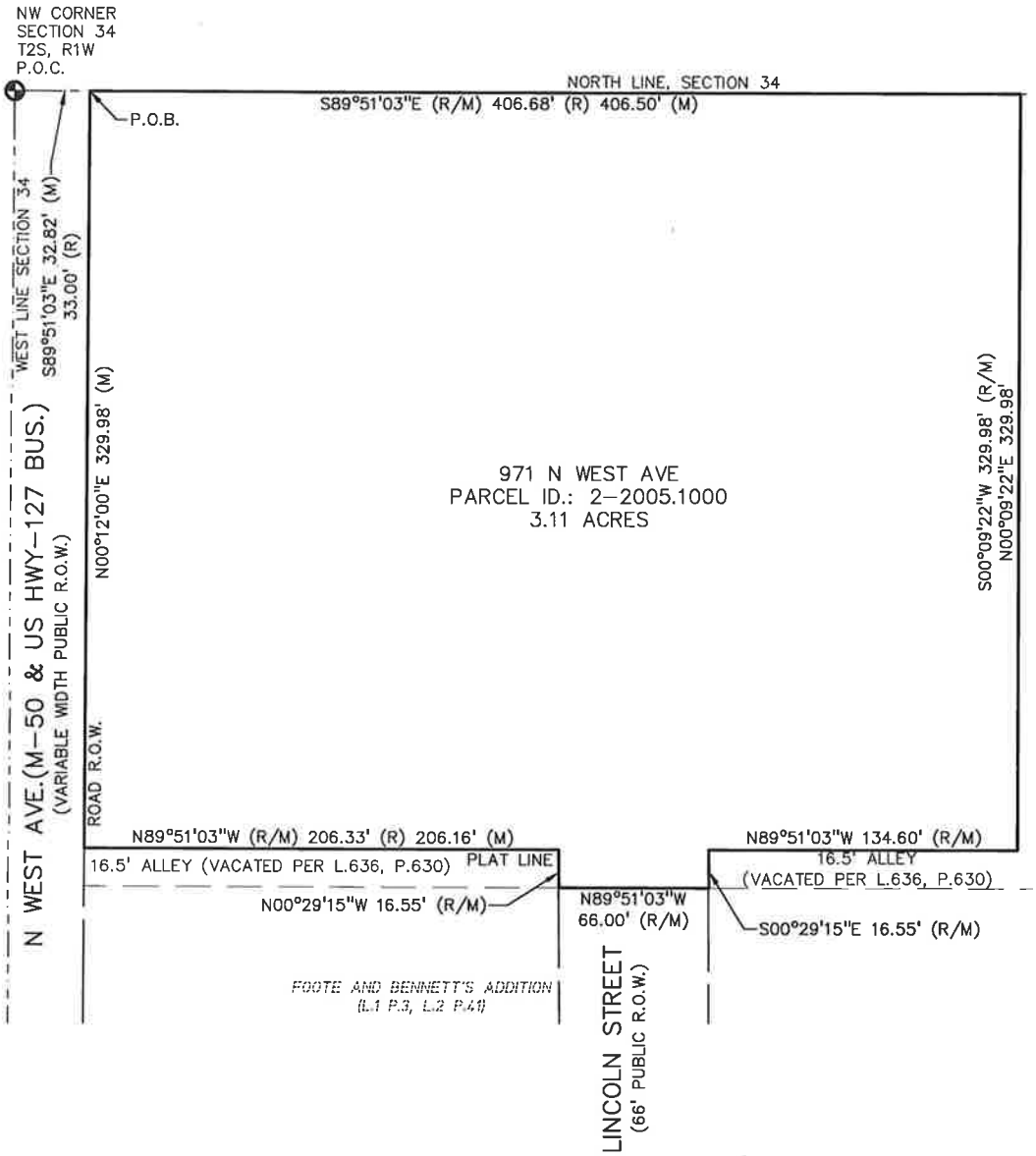
Signature of Owner *(If different from applicant)* — Date

If the owner cannot sign this form, the applicant shall submit a letter of consent from the property owner with this application.

OFFICE USE ONLY

CASE: PZBA24-003 Application Accepted By: SFoster
Materials Submitted with Application: ☐Plans ☐Other
Total Pages Submitted: 12 Amount of Fee Paid: $ 500 ☐Cash ☑Check Check #: 11909

EXISTING PARCEL
971 N. WEST STREET



Chick-fil-A
5200 Buffington Road
Atlanta, Georgia 30349-2998

0 30 60
SCALE: 1" = 60'

NORTH

SHEET 1 OF 10
March XX, 2024
23-1081

PEA GROUP
t: 844.813.2949
www.peagroup.com

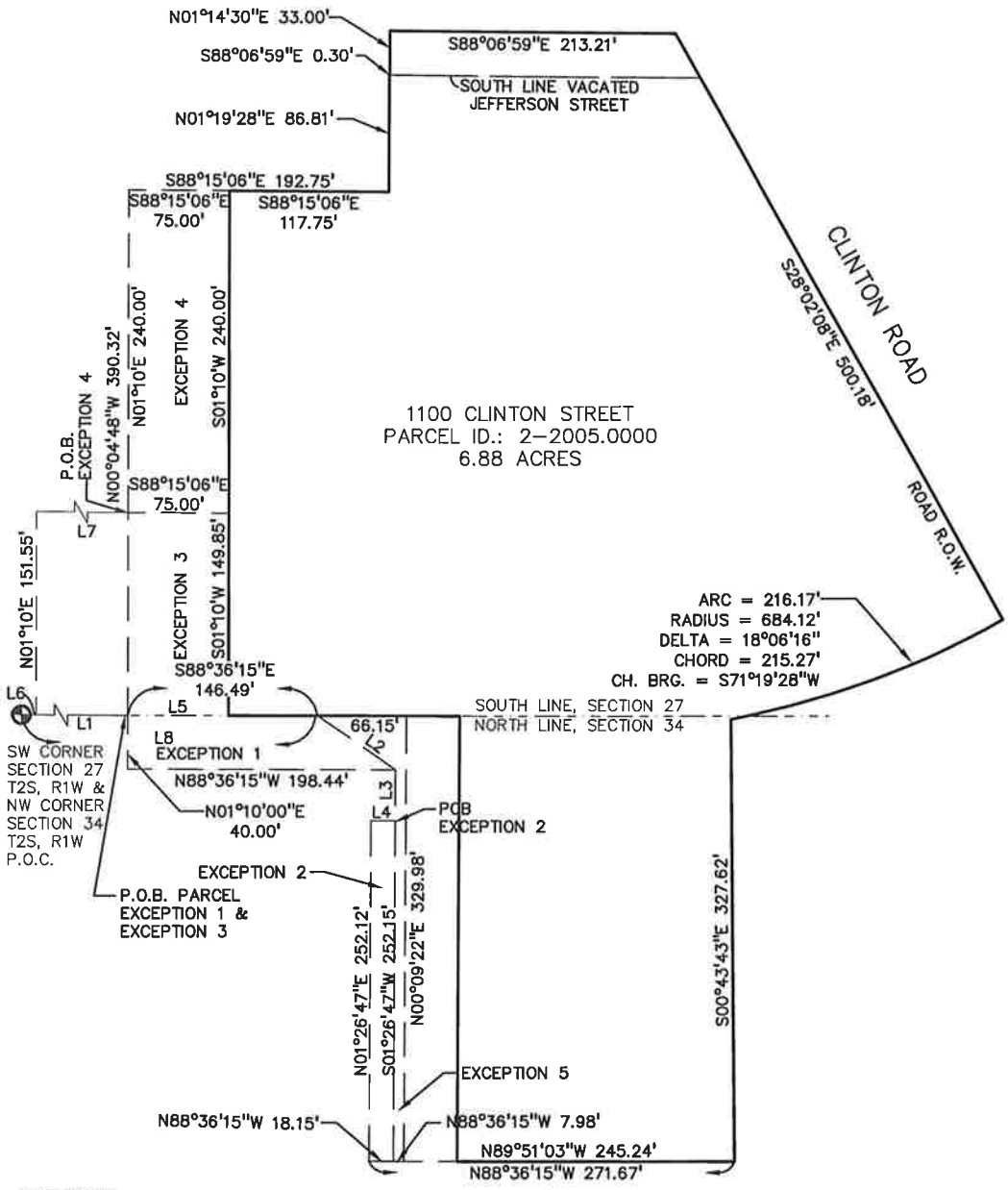
EXISTING PARCEL
971 N. WEST STREET

LEGAL DESCRIPTION:

As Surveyed per First American Title Insurance Company
Commitment No.: TC13-109706
Revision No.: 5
Dated: August 28, 2023

A parcel of land in the Northwest 1/4 of Section 34, Town 2 South, Range 1 West, City of Jackson, Jackson County, Michigan, more particularly described as: Commencing at the Northwest corner of said Section 34; thence S89°51'03"E along the North line of section, 33.00 feet to the East line of N. West Avenue and the Point of Beginning of this description; thence continuing S89°51'03"E along said North line, 406.68 feet; thence S00°09'22"W 329.98 feet to the North line of Foote & Bennett's Addition (Liber 1, Page 3 and Liber 2, Page 41, Jackson County Records); thence N89°51'03"W along said plat, 134.60 feet to the East line of Lincoln Street extended; thence S00°29'15"E along extension, 16.55 feet to the Northwest corner of Lot 2, Block 4 of said plat; thence N89°51'03"W 66.00 feet to the Northeast corner of Lot 1, Block 5 of said plat; thence N00°29'15"W along extension of Lincoln Street, 16.55 feet; thence N89°51'03"W 206.33 feet to said East line of N. West Avenue; thence N00°12'00"E along said East line, 329.98 feet to the Point of Beginning.

EXISTING PARCEL
1100 CLINTON STREET



LINE TABLE

NUMBER	DIRECTION	DISTANCE
L1	S88°36'15"E	233.00'
L2	S54°03'54"E	70.55'
L3	N01°26'47"E	37.88'
L4	S88°36'15"E	18.15'
L5	N88°36'15"W	75.00'
L6	S88°36'15"E	33.00'
L7	S88°36'15"E	200.00'
L8	S88°36'15"E	373.49'

Chick-fil-A
5200 Buffington Road
Atlanta, Georgia 30349-2998

0 50 100
SCALE: 1" = 100'

NORTH

SHEET 3 OF 10
March XX, 2024
23-1081

PEA GROUP
t: 844.813.2949
www.peagroup.com

EXISTING PARCEL
1100 CLINTON STREET

LEGAL DESCRIPTION:

As Survey per First American Title Insurance Company
Commitment No.: TC13-111949
Dated: February 11, 2024

The Land referred to herein below is situated in the County of Jackson, State of Michigan, and is described as follows:
Land situated in the City of Jackson, County of Jackson, State of Michigan, described as follows:
Commencing at the Southwest corner of Section 27, Town 2 South, Range 1 West, City of Jackson, Jackson County, Michigan; thence South 88 degrees 36' 15" East 233.00 feet along the South line of said Section 27 to the place of beginning of this description; thence North 1 degree 10' East 390.32 feet parallel with the West line of Section 27 to the South line of deed recorded in Liber 892, Page 103, Jackson County Records, thence South 88 degrees 15' 06" East 192.75 feet along the South line of said deed recorded in Liber 892, Page 103, thence North 1 degree 19' 28" East 86.81 feet along the East line of said Deed recorded in Liber 892, page 103 to the South line of vacated Jefferson Street, thence South 88 degrees 06' 59" East 0.30 feet along the South line of vacated Jefferson Street, thence North 1 degree 14' 30" East 33.00 feet to the center line of vacated Jefferson Street, thence South 88 degrees 06' 59" East 213.21 feet along the center line of vacated Jefferson Street to the Westerly line of right of way of Clinton Road, thence South 28 degrees 02' 08" East 500.18 feet along the Westerly line of Clinton Road to a point 15.0 feet Southerly along Clinton Road from the center line of vacated Argyle Street, thence Westerly 216.17 feet along the arc of a 684.12 foot radius curve to the right, the chord of which bears South 71 degrees 19' 28" West 215.27 feet, central angle 18 degrees 06' 16" to a point 50.0 feet East of the East line of Bush Street extended, thence South 0 degrees 43' 43" West 327.62 feet parallel with and 50.0 feet East of the East line of Bush Street extended to a point 330.0 feet South of the North line of Section 34, thence North 88 degrees 36' 15" West 271.67 feet to a point 413.49 feet East of the West line of said Section 34, thence North 1 degree 26' 47" East 252.12 feet, thence South 88 degrees 36' 15" East 18.15 feet, thence North 1 degrees 26' 47" East 37.88 feet, thence North 88 degrees 36" 15" West 198.44 feet, thence North 1 degree 10' East 40.00 feet to the place of beginning of this description.

EXCEPT part of the Northwest 1/4 of Section 34, Town 2 South, Range 1 West, City of Jackson, Jackson County, Michigan, more particularly described as beginning at a point distant South 88 degrees 36' 15" East, 233.00 feet along the North line of said Section 34 from the Northwest corner of said Section 34 and proceeding thence South 88 degrees 36' 15" East, 140.49 feet along the North line of said Section 34; thence South 54 degrees 03' 54" East, 70.55 feet; thence North 88 degrees 36' 15" West, 198.44 feet; thence North 01 degree 10" East, 40.00 feet to the point of beginning.

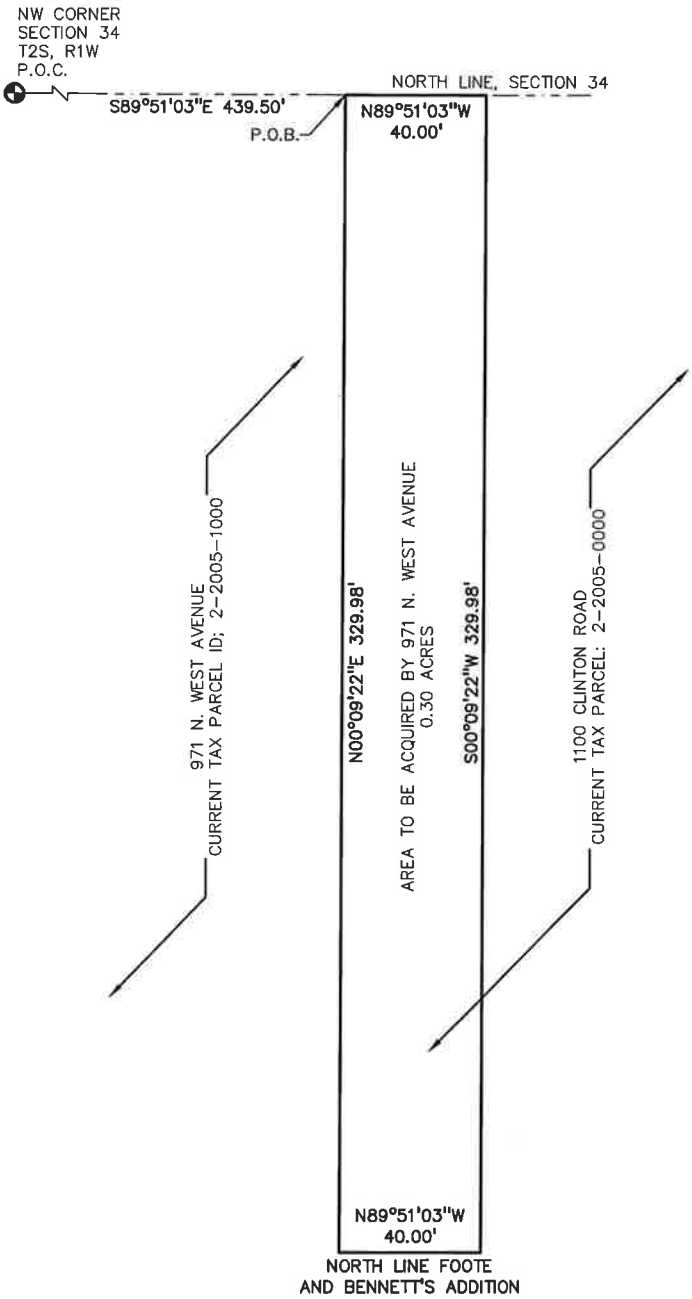
ALSO EXCEPT: part of the Northwest 1/4 of Section 34, Town 2 South, Range 1 West, City of Jackson, Jackson County, Michigan, more particularly described as beginning at a point distant South 88 degrees 36' 15" East, 373.49 feet along the North line of said Section 34, and South 54 degrees 03' 54" East, 70.55 feet and South 01 degree 26' 47" West, 37.88 feet from the Northwest corner of said Section 34 for a place of beginning of this description; and proceeding thence South 01 degree 26' 47" West, 252.12 feet; thence North 88 degrees 36' 15" West, 18.15 feet; thence North 01 degree 26' 47" East, 252.12 feet; thence South 88 degrees 36' 15" East, 18.15 feet to the point of beginning. Bearings are based on the South 1/2 of the West line of Section 27, Town 2 South, Range 1 West, as being North 1 degree 10' East.

ALSO EXCEPT: Commencing at the Southwest corner of Section 27, Town 2 South, Range 1 West, City of Jackson, Jackson County, Michigan; thence South 88 degrees 36' 15" East along the South line of Section 27, 233.0 feet to the place of beginning of this description; thence North 1 degree 10' East parallel with the West line of Section 27, 150.32 feet; thence South 88 degrees 15' 06" East 75 feet, thence South 1 degree 10' West 149.85 feet to the South line of Section 27; thence North 88 degrees 36' 15" West along the South line of Section 27, 75.00 feet to the place of beginning.

ALSO EXCEPT: Commencing at the Southwest corner of Section 27, Town 2 South, Range 1 West, City of Jackson, Jackson County, Michigan; thence South 88 degrees 36' 15" East 33.00 feet along the South line of said Section 27, to the East line of West Avenue; thence North 1 degree 10' East 151.55 feet parallel with the West line of Section 27 and along the East line of West Avenue; thence South 88 degrees 15' 06" East 200.00 feet to the place of beginning of this description; thence North 1 degree 10' East 240.00 feet; thence South 88 degrees 15' 06" East 75.00 feet; thence South 1 degree 10' West 240.00 feet; thence North 88 degrees 15' 06" West 75.00 feet to the place of beginning.

ALSO EXCEPT: A parcel of land in the Northwest 1/4 of Section 34, Town 2 South, Range 1 West, City of Jackson, Jackson County, Michigan, more particularly described as: Commencing at the Northwest corner of said Section 34, thence South 88 degrees 36' 15" East along the North line of said Section, 373.49 feet to the point of beginning of this description; thence South 88 degrees 36' 15" East along said North line, 66.15 feet; thence South 01 degrees 26' 47" West, 329.98 feet; thence North 88 degrees 36' 15" West 8.00 feet; thence North 01 degrees 26' 47" East along the West line of property described in Liber 1038, page 970, a distance of 289.98 feet; thence North 54 degrees 03' 54" West, continuing along the Westerly line of property described in Liber 1038, page 970, a distance of 70.55 feet to the point of beginning.

40' STRIP TO BE ACQUIRED BY
971 N. WEST STREET



Chick-fil-A
5200 Buffington Road
Atlanta, Georgia 30349-2998

0 20 40
SCALE: 1" = 40'

NORTH

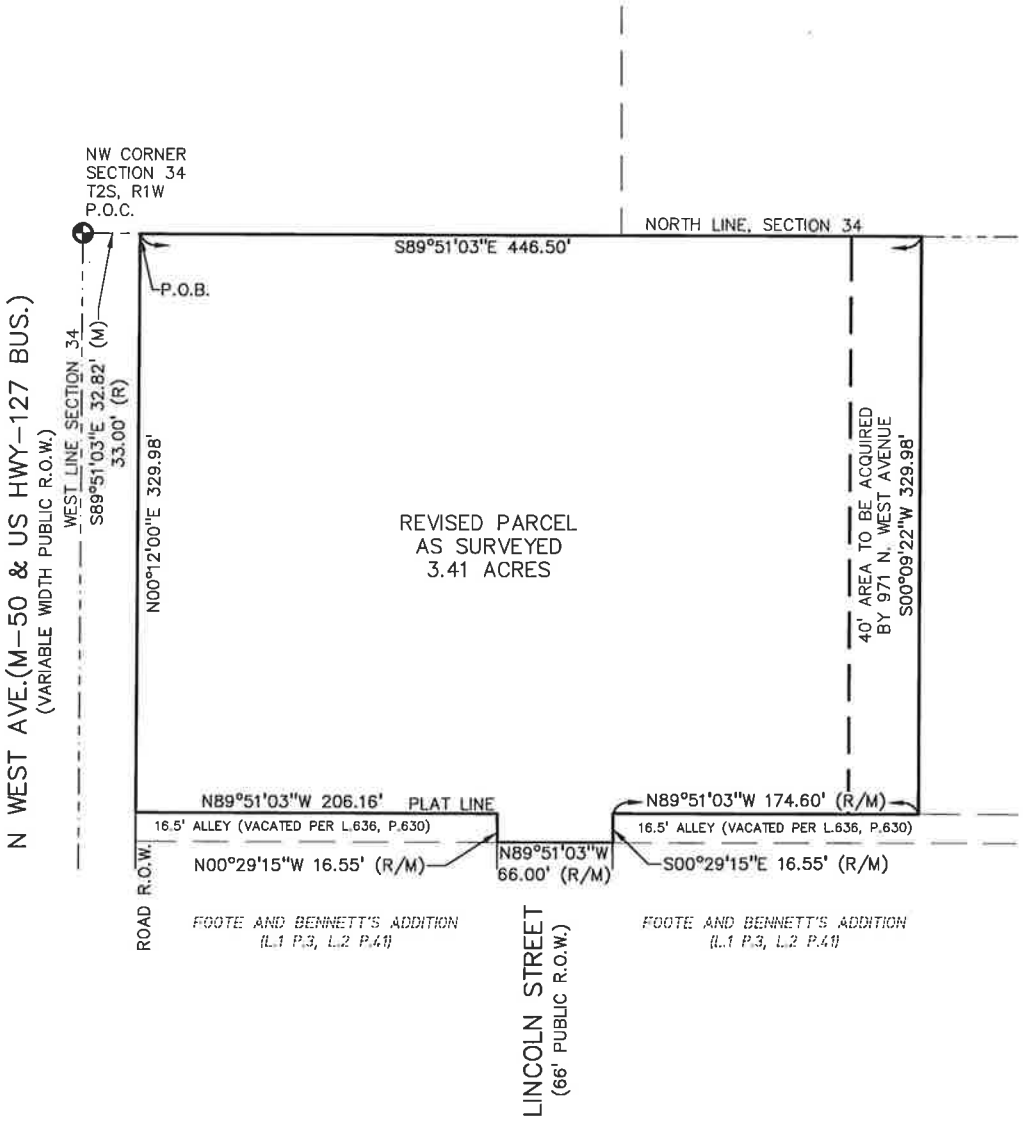
SHEET 5 OF 10
March XX, 2024
23-1081

PEA GROUP
t: 844.813.2949
www.peagroup.com

40' STRIP TO BE ACQUIRED BY
971 N. WEST STREET

A parcel of land being a part of the Northwest 1/4 of Section 34, T2S, R1W, City of Jackson, Jackson County, State of Michigan, being more particularly described as follows: COMMENCING at the Northwest corner of Section 34, T2S, R1W, City of Jackson, Jackson County, State of Michigan; thence South 89 degrees 51 minutes 03 seconds East, along the North line of Section 34, 439.50 feet to the POINT-OF-BEGINNING of the following described parcel; thence continuing South 89 degrees 51 minutes 03 seconds East, along the North line of said Section 34, 40.00 feet; thence South 00 degrees 09 minutes 22 seconds West, 329.98 feet to the North line of Foote & Bennett's Addition, as recorded in Liber 1, Page 3 and Liber 2, Page 41, Jackson County Records; thence North 89 degrees 51 minutes 03 seconds West, 40.00 feet along the North line of said Foote & Bennett's Addition; thence North 00 degrees 09 minutes 22 seconds East, 329.98 feet to the POINT-OF-BEGINNING. Containing 0.30 acres of land, more or less.

REVISED PARCEL
971 N. WEST STREET



Chick-fil-A
5200 Buffington Road
Atlanta, Georgia 30349-2998

0 40 80
SCALE: 1" = 80'

NORTH

SHEET 7 OF 10
March XX, 2024
23-1081

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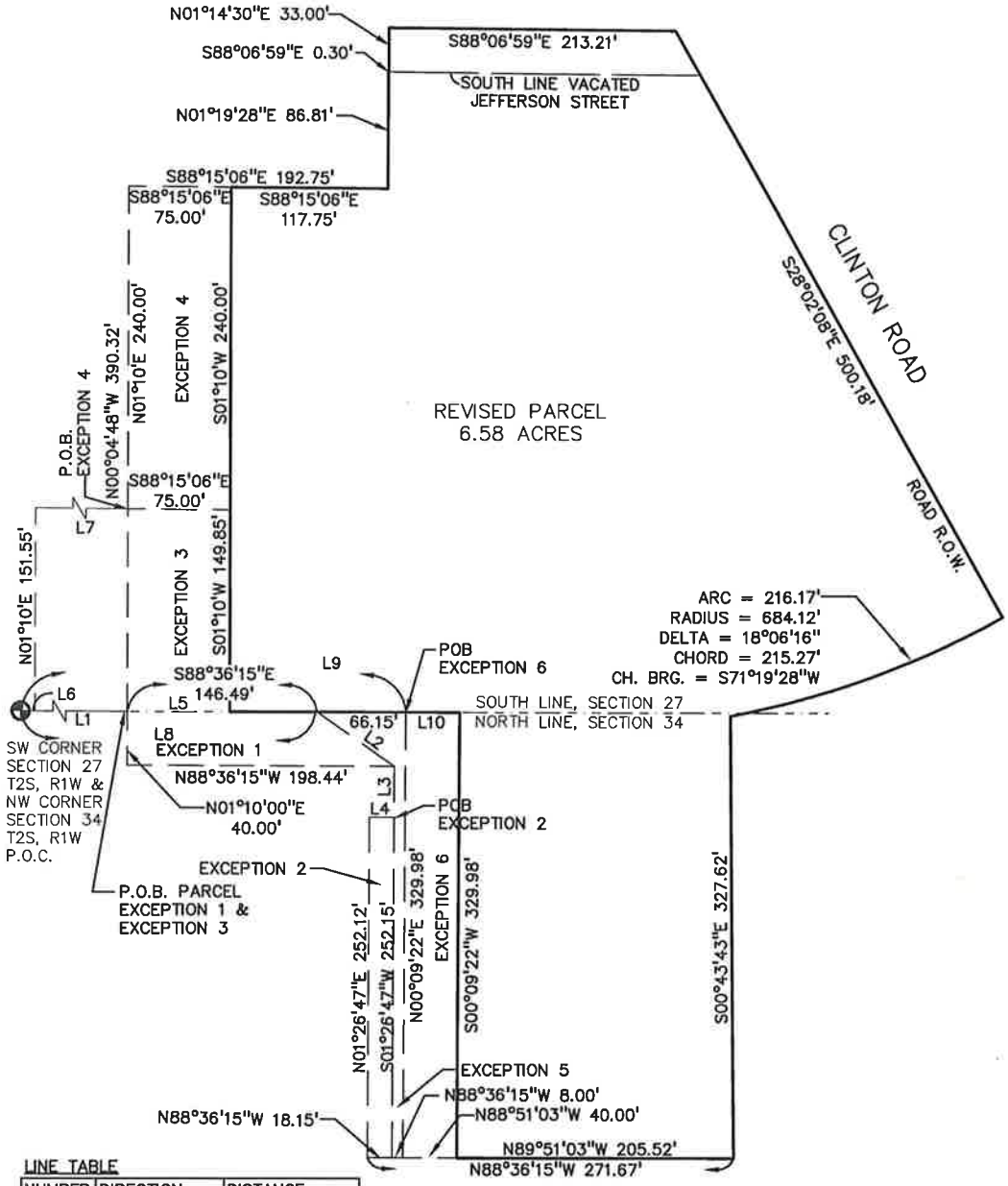
REVISED PARCEL
971 N. WEST STREET

A parcel of land being a part of the Northwest 1/4 of Section 34, T2S, R1W, City of Jackson, Jackson County, State of Michigan, being more particularly described as follows: COMMENCING at the Northwest corner of Section 34, T2S, R1W, City of Jackson, Jackson County, State of Michigan; thence South 89 degrees 51 minutes 03 seconds East, along the North line of Section 34, 33.00 feet to the POINT-OF-BEGINNING of the following described parcel; thence continuing South 89 degrees 51 minutes 03 seconds East, along the North line of Section 34, 446.50 feet; thence South 00 degrees 09 minutes 22 seconds West, 329.98 feet to the North line of Foote & Bennett's Addition, as recorded in Liber 1, Page 3 and Liber 2, Page 41, Jackson County Records; thence North 89 degrees 51 minutes 03 seconds West, along the North line of said Foote & Bennett's Addition, 174.60 feet to the East line of Lincoln Street as extended; thence South 00 degrees 29 minutes 15 seconds East, along the East line of Lincoln Street as extended, 16.55 feet to the Northwest corner, Lot 2, Block 4 of said Foote & Bennett's Addition; thence North 89 degrees 51 minutes 03 seconds West, 66.00 feet to the Northeast corner, Lot 1, Block 5 of said Foote & Bennett's Addition; thence North 00 degrees 29 minutes 15 seconds West, along the West line of Lincoln Street as extended, 16.55 feet; thence North 89 degrees 51 minutes 03 seconds West, 206.16 feet along the North line of said Foote & Bennett's Addition; thence North 00 degrees 12 minutes 00 seconds East, 329.98 feet to the POINT-OF-BEGINNING. Containing 3.41 acres of land, more or less.

Chick-fil-A
5200 Buffington Road
Atlanta, Georgia 30349-2998

PEA GROUP
t: 844.813.2949
www.peagroup.com

REVISED PARCEL
1100 CLINTON STREET



LINE TABLE

NUMBER	DIRECTION	DISTANCE
L1	S88°36'15"E	233.00'
L2	S54°03'54"E	70.55'
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L4	S88°36'15"E	18.15'
L5	N88°36'15"W	75.00'
L6	S88°36'15"E	33.00'
L7	S88°36'15"E	200.00'
L8	S88°36'15"E	373.49'
L9	S88°36'15"E	439.50"

Chick-fil-A
5200 Buffington Road
Atlanta, Georgia 30349-2998

0 50 100
SCALE: 1" = 100'

NORTH

SHEET 9 OF 10
March XX, 2024
23-1081

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EXISTING PARCEL
1100 CLINTON STREET

The Land referred to herein below is situated in the County of Jackson, State of Michigan, and is described as follows:
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CITY OF JACKSON
PLANNING COMMISSION
NOTICE OF PUBLIC HEARING

NOTICE IS HEREBY GIVEN the City of Jackson Planning Commission will hold a public hearing to hear a zoning classification amendment request for the property listed below and pursuant to Section 28-183 of the City of Jackson Zoning Ordinance.

Applicant:

LS MA Jackson, LLC
38500 Woodward Ave., Ste. 200
Bloomfield Hills, MI 48304

Subject property location:

1100 Clinton Rd. (Parcel #2-2005)

Requested action:

The applicant is requesting a zoning classification amendment (rezone) for forty (40) foot wide by three hundred and thirty (330) foot long portion of land from R-6, Residential and Low Density Office to C-4, General Commercial.

Effect of request:

The zoning classification amendment for the subject property will allow permitted and conditional uses in the C-4, General Commercial. Furthermore, the portion of land will be combined with 971 N. West Avenue (Parcel #2-2005.10).

YOU ARE FURTHER NOTIFIED that the City of Jackson Planning Commission will hear all oral and written comments regarding the proposed conditional use permit request at:

6:00PM on May 1, 2024 in
City Hall Council Chambers, 2nd Floor
161 W. Michigan Avenue
Jackson, MI 49201

Reasonable accommodations for individuals with disabilities will be made if notification is received ten (10) days prior to the public hearing.

If you are interested in this request you may attend the public hearing or contact Chris Atkin at 517-768-6433 or catkin@cityofjackson.org with comments; written comments should be mailed to 161 W. Michigan Avenue, Jackson, MI. All comments and/or questions must be received no later than 5:00PM on May 1, 2024.

JACKSON
Founded 1829

MEMO TO: Mayor and City Councilmembers

FROM: Jonathan Greene, City Manager

DATE: May 14, 2024

SUBJECT: Confirmation of Final 2024-2025 CDBG and HOME Projects and Funding Allocations

---

Recommendation:

Confirm Community Development Block Grant (CDBG) and HOME Investment Partnerships (HOME) Projects for Fiscal Year 2024 – 2025 and Establish Final Funding Allocations for those Projects.

Confirm CDBG and HOME projects for Fiscal Year 2024 – 2025 and final funding allocations for those projects.
Included is a memorandum from Shane LaPorte, Director of the Community Development Department, requesting that City Council confirm CDBG and HOME projects for Fiscal Year 2024 – 2025 and final funding allocations for those projects. I recommend approval of the request. Your consideration and concurrence is appreciated.

JG

JACKSON
Founded 1829

DEPARTMENTAL REPORT

MEMO TO: Jonathan Greene, City Manager

FROM: Shane LaPorte, Director of Community Development

DATE: May 14, 2024

RECOMMENDATION: Confirm Community Development Block Grant (CDBG) and HOME Investment Partnerships (HOME) Projects for Fiscal Year 2024 – 2025 and Establish Final Funding Allocations for those Projects.

ISSUE STATEMENT

The City of Jackson must confirm CDBG and HOME projects for Fiscal Year 2024 – 2025 and establish final funding allocations for those projects.

DESCRIBE THE CONSEQUENCES

The 2024-2025 Annual Action Plan, submitted to HUD each year, must contain final activities and funding allocations to be undertaken by the City of Jackson using Community Development Block Grant and HOME Investment Partnership funds. The Annual Action Plan must be submitted to HUD on or about May 17, and will be considered for approval by City Council during their May 14, 2024 meeting.

OWNERSHIP

The City of Jackson Community Development Department manages CDBG and HOME funds received from HUD. Staff administer funds through various City Council-approved programs, assisting community members and supporting various activities to benefit both low-moderate income individuals and all citizens of Jackson. Reporting, funding suggestions, and Annual Action Plan submission is handled by the Community Development Department.

SOLUTION

The U.S. Department of Housing and Urban Development (HUD) published its annual formula allocations to entitlement communities and participating jurisdictions on May 7, 2024. The actual allocations compared to the estimates used during the preliminary allocation process can be found below.

	CDBG	HOME
Estimated Grant Funds	$1,237,948	$321,092
Actual Formula Allocation	$1,217,001	$278,557

Difference:	**-$20,947**	**-$42,535**

With the addition of anticipated program income for each grant source, the total amounts available for final funding allocations are as follows:

	CDBG	**HOME**
2024-2025 Formula Allocation	$1,217,001	$278,557
Estimated Program Income	75,200	20,200
2024-2025 Grant Revenue:	**$1,292,201**	**$298,757**

Attached are spreadsheets delineating City Council's preliminary allocations, made on March 19, 2024, and staff's final requested allocations based upon the final formula allocation amounts received from The U.S. Department of Housing and Urban Development (HUD). Staff reminds City Council that once it establishes preliminary allocations and the Action Plan is distributed for public comment, no activities can be added or deleted without triggering a substantial amendment. A substantial amendment requires public notification with a reasonable time-frame and opportunity to comment, which could thus result in a late submission of the Action Plan to HUD and, in turn, delay the onset of project funding.

FACILITATE IMPLEMENTATION

Requested action is for City Council to confirm Community Development Block Grant (CDBG) and HOME Investment Partnerships (HOME) Projects for Fiscal Year 2024 – 2025 and Establish Final Funding Allocations for those Projects.

ATTACHMENTS

1. CDBG and HOME Allocations (CC Packet)

2024-2025 Community Development Block Grant

Allocation Process

Program	Recommendations	Prelim Allocations (March 19, 2024)	Final Staff Recommendation	Final Allocations (May 14, 2024)
Public Service				
	$ -			
Public Service Subtotal:	**$ -**	**$ -**		**$ -**
Public Service Cap: $193,830				
Administration and Planning				
General Administration	$ 150,000.00	$ 150,000.00	$ 150,000.00	
Admin/Planning Subtotal:	**$ 150,000.00**	**$ 150,000.00**	**$ 150,000.00**	**$ -**
Admin/Planning Cap: $258,440				
Other Projects				
Community Development Dept.				
Rehabilitation	$ 250,000.00	$ 250,000.00	$ 250,000.00	
Rehabilitation Administration	$ 150,000.00	$ 150,000.00	$ 150,000.00	
Demolition	$ 200,000.00	$ 200,000.00	$ 200,000.00	
City Attorney's Office				
Code Enforcement (AHB)	$ 25,000.00	$ 25,000.00	$ 25,000.00	
DPW				
Streetscape (sidewalks, street trees)	$ 150,000.00	$ 150,000.00	$ 150,000.00	
Engineering				
Streetlighting	$ 388,148.00	$ 388,148.00	$ 367,201.00	
Other Projects Subtotal:	**$ 1,163,148.00**	**$ 1,163,148.00**	**$ 1,142,201.00**	**$ -**
Total:	**$ 1,313,148.00**	**$ 1,313,148.00**	**$ 1,292,201.00**	**$ -**
Available Funding:	**$ 1,313,148.00** (Estimate)	**$ 1,313,148.00** (Estimate)	**$ 1,292,201.00** (Actual)	**$ -** (Actual)

Actual Funding: $1,217,001 CDBG + $75,200 program income = $1,292,201

2024-2025 HOME Investment Partnerships Program

Allocation Process

Projects	Recommendations	Prelim Allocations (March 19, 2024)	Final Staff Recommendation	Final Allocations (May 14, 2024)
Community Development Dept.				
Administration[1]	$ 34,000	$ 34,000	$ 29,000	
Community Housing Development Organization (CHDO)				
CHDO Reserve[2]	$ 307,292	$ 307,292	$ 269,757	
CHDO Operating Expenses[3]				
Total:	**$ 341,292**	**$ 341,292**	**$ 298,757**	**$ -**
Available Funding:	**$ 341,292** (Estimate)	**$ 341,292** (Estimate)	**$ 298,757** (Actual)	(Actual)

Actual Funding: $278,557 HOME + $20,200 program income = $298,757

Restrictions

[1]Administration - no more than 10% of allocation ($29,876)

[2]CHDO Reserve - no less than 15% of allocation ($44,814)

[3] CHDO Operating Expenses - no more than 5% of allocation ($14,938)

JACKSON
Founded 1829

MEMO TO: Mayor and City Councilmembers

FROM: Jonathan Greene, City Manager

DATE: May 14, 2024

SUBJECT: Submission of the 2024-2025 Annual Action Plan

Recommendation:

Approve Submission of the 2024-2025 Annual Action Plan, Adopt a Resolution of Certifications, and Authorize the Mayor to Sign Required Documents for Submission to HUD.

Approve submission of the 2024-2025 Annual Action Plan, adopt the Resolution of Certifications, and authorize the Mayor to sign SF-424 forms, the Certifications, and any other documentation required for submittal of the Annual Action Plan to HUD. Included is a memorandum from Shane LaPorte, Director of the Community Development Department, requesting City Council approve the submission of the 2024-2025 Annual Action Plan, adopt the Resolution of Certifications, and authorize the Mayor to sign SF-424 forms, the Certifications, and any other documentation required for submittal of the Annual Action Plan to HUD. I recommend approval of the request. Your consideration and concurrence is appreciated.

JG

JACKSON
Founded 1829

DEPARTMENTAL REPORT

MEMO TO: Jonathan Greene, City Manager

FROM: Shane LaPorte, Director of Community Development

DATE: May 14, 2024

RECOMMENDATION: Approve Submission of the 2024-2025 Annual Action Plan, Adopt a Resolution of Certifications, and Authorize the Mayor to Sign Required Documents for Submission to HUD.

ISSUE STATEMENT

The City must prepare and submit an Annual Action Plan to HUD, which is used to summarize the actions, activities, and programs to be financially supported with CDBG and HOME funds during the period beginning July 1, 2024 through June 30, 2025. The projects in the Annual Action Plan reflect City Council's preliminary allocations made during its regular meeting on March 19, 2024. The Annual Action Plan also identifies the final funding levels, to be considered by City Council at its May 14, 2024 meeting.

DESCRIBE THE CONSEQUENCES

The Annual Action Plan and other required documentation must be received by HUD on or about May 17, 2024 to comply with submission dates outlined in 24 CFR 570.302 and 24 CFR 91.15. Failure to submit all required plans and documents by HUD-prescribed deadlines could result in forfeiture of CDBG and HOME funds.

OWNERSHIP

The City of Jackson Community Development Department manages CDBG and HOME funds received from HUD. Staff administer funds through various City Council-approved programs, assisting community members and supporting various activities to benefit both low-moderate income individuals and all citizens of Jackson. Reporting, funding suggestions, and Annual Action Plan submission is handled by the Community Development Department.

SOLUTION

On May 14, 2024, City Council will consider final funding levels for CDBG and HOME activities during Program Year 2024. The attached Annual Action Plan incorporates those allocations and is presented for City Council's approval prior to submittal to HUD. A complete copy of the Annual Action Plan will be available on the City's website at

http://www.cityofjackson.org/332/Grant-Reports for continued public review. Also attached is the Application for Federal Assistance (HUD Form SF-424), Assurances for Non-Construction Programs (SF-424B) and Construction Programs (SF-424D), the Resolution for Certification (Appendix A), and the Non-State Grantee Certifications (Appendix B).

FACILITATE IMPLEMENTATION

Requested action is for City Council to approve submission of the 2024-2025 Annual Action Plan to HUD, adopt the Resolution of Certifications, and authorize the Mayor to sign SF-424 forms, the Certifications, and any other documentation required for submittal to HUD.

ATTACHMENTS

1. 2024-2025 Annual Action Plan (final packet)

RESOLUTION

BY THE CITY COUNCIL:

WHEREAS, the City of Jackson, Michigan has prepared a One-Year Action Plan in order to procure federal funds under the Housing and Community Development Act of 1974, as amended, and the Cranston-Gonzalez National Affordable Housing Act of 1990, as amended; and,

WHEREAS, the City of Jackson, Michigan is required by law to provide certain assurances and certifications to the United States Department of Housing and Urban Development (HUD) as part of said procurement; and,

WHEREAS, the City of Jackson, Michigan has in place and is following a Citizen Participation Plan as required by HUD.

NOW, THEREFORE, BE IT RESOLVED, that the One-Year Action Plan is adopted and approved, the Mayor, as the official representative of the City, is authorized and directed to execute the submission of said Plan for and on behalf of the City of Jackson, Michigan, and the Mayor and the Community Development Department are authorized to provide such additional information as may be required and to submit said Plan to HUD;

BE IT FURTHER RESOLVED, that the City of Jackson, Michigan hereby assures and certifies that it will comply with the regulations, policies, guidelines, and requirements with respect to the acceptance and use of federal funds for these federally-assisted programs, and the City of Jackson, Michigan gives assurances and certifies that, with respect to the Community Development Block Grant (CDBG) and HOME Investment Partnerships Program (HOME):

A. It possesses legal authority to make a grant submission and to execute a community development and housing program.

B. Its governing body has duly adopted or passed as an official act a resolution, motion, or similar action authorizing the person identified as the official representative of the grantee to submit the One-Year Action Plan and amendments thereto, and all understandings and assurances contained therein, and directing and authorizing the person identified as the official representative of the grantee to act in connection with the submission of the One-Year Action Plan, and to provide such additional information as may be required.

C. It is following a detailed Citizen Participation Plan which:

1. Provides for and encourages citizen participation with particular emphasis on participation by persons of low- and moderate-income who are residents of slum and blighted areas and of areas in which funds are proposed to be used, and provides for participation of residents in low- and moderate-income neighborhoods as defined by the local jurisdiction;

2. Provides citizens with reasonable and timely access to local meetings, information, and records relating to the grantee's proposed use of funds, as required by the regulations of the Secretary, and relating to the actual use of funds under the Act;

3. Provides for technical assistance to representative groups of persons of low- and moderate-income that request such assistance in developing proposals with the level and type of assistance to be determined by the grantee;

4. Provides for public hearings to obtain citizen views and to respond to proposals and questions at all stages of the community development program, including at least the development of needs, the review of proposed activities, and review of program performance, which hearings shall be held after adequate notice, at times and locations convenient to potential or actual beneficiaries, and with accommodation for the handicapped;

5. Provides for a timely written answer to written complaints and grievances, within 15 working days where practicable; and,

6. Identifies how the needs of non-English speaking residents will be met in the case of public hearings where a significant number of non-English speaking residents can be reasonably expected to participate.

Prior to submission of its Housing and Community Development Plan to HUD, the grantee has:

1. Met the citizen participation requirements of 24 CFR 91.105.

2. Prepared its One-Year Action Plan in accordance with 24 CFR 91 and made the Plan available to the public.

D. The grants will be conducted and administered in compliance with:

1. Title VI of the Civil Rights Act of 1964 (Public Law 88-352, 42 USC 2000d *et seq.*); and,

2. The Fair Housing Act (42 USC 3601-20).

E. It will affirmatively further fair housing.

F. It has developed its Plan to give maximum feasible priority to activities which benefit low- and moderate-income families or aid in the prevention or elimination of slums or blight, except that the aggregate use of CDBG funds received under Section 106 of the Act, and, if applicable, under Section 108 of the Act, during the 2024-2025 program year shall principally benefit persons of low- and moderate-income in the manner that ensures not less than 70 percent of such funds are used for activities that benefit such persons during such period.

G. It has developed a community development plan for the period specified in Paragraph F above that identifies community development and fair housing needs and specifies both short- and long-term community development objectives that have been developed in accordance with the primary objective and requirements of the Act.

H. It will not attempt to recover any capital costs of public improvements assisted in whole or in part with funds provided under Section 106 of the Housing and Community Development Act of 1974, as amended, or with amounts resulting from a guarantee under Section 108 of the Act by assessing any amount against properties owned and occupied by persons of low- and moderate-income, including any fee charged or assessment made as a condition of obtaining access to such public improvements, unless:

1. Funds received under Section 106 of the Housing and Community Development Act of 1974, as amended, are used to pay the proportion of such fee or assessment that related to the capital costs of such public improvements that are financed from revenue sources other than under Title 1 of the Act; or,

2. For purposes of assessing any amount against properties owned and occupied by persons of moderate-income, the grantee certifies to the Secretary that it lacks sufficient funds received under

Section 106 of the Housing and Community Development Act of 1974, as amended, to comply with the requirements of subparagraph H(1) above.

I. Its notification, inspection, testing, and abatement procedures concerning lead-based paint will comply with 24 CFR 570.608.

J. It will comply with the acquisition and relocation requirements of the Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970, as amended, as required under 24 CFR 570.606(a) and federal implementing regulations, it is following a residential anti-displacement and relocation assistance plan as required under Section 104(d) of the Act and in 24 CFR 570.606(c), and it will comply with the relocation requirements of 24 CFR 570.606(d) governing optional relocation assistance under Section 105(a)(11) of the Act.

K. It has adopted and is enforcing:

1. A policy prohibiting the use of excessive force by law enforcement agencies within its jurisdiction against any individuals engaged in non-violent civil rights demonstrations; and,

2. A policy of enforcing applicable state and local laws against physically barring entrance to or exit from a facility or location which is the subject of such non-violent civil rights demonstrations within its jurisdiction.

L. To the best of its knowledge and belief:

1. No federal appropriated funds have been paid, or will be paid, by or on behalf of it to any person for influencing or attempting to influence an officer or employee of any agency, a member of Congress, an officer or employee of Congress, or an employee of a member of Congress in connection with the awarding of any federal contract, the making of any federal grant, the making of any federal loan, the entering into of any cooperative agreement, and the extension, continuation, renewal, amendment, or modification of any federal contract, grant, loan, or cooperative agreement;

2. If any funds other than federal appropriated funds have been paid, or will be paid, to any person for influencing or attempting to influence an officer or employee of any agency, a member of Congress, an officer or employee of Congress, or an employee or a member of Congress in connection with this federal contract, grant, loan, or cooperative agreement, it will complete and submit Standard Form-LLL, “Disclosure Form to Report Lobbying,” in accordance with its instructions; and,

3. It will require that the language of Paragraph L of this certification be included in the award documents for all subawards at all tiers (including subcontracts, subgrants, and contracts under grants, loans, and cooperative agreements) and that all subrecipients shall certify and disclose accordingly.

M. It will comply with the other provisions of the Act and with other applicable law.

N. Before committing to any HOME funds, the City will evaluate HOME Projects that it adopts for this purpose and will not invest any more HOME funds in combination with other Federal assistance than is necessary to provide affordable housing.

O. If the participating jurisdiction intends to provide tenant-based rental assistance, the use of HOME funds for tenant-based rental assistance is an essential element of the participating jurisdiction’s annual approved housing strategy for expanding the supply, affordability, and availability of decent, safe, sanitary, and affordable housing.

* * * *

STATE OF MICHIGAN }
County of Jackson } ss
City of Jackson }

I, Andrea Muray, City Clerk in and for the City of Jackson, County and State aforesaid, do hereby certify that the foregoing is a true and complete copy of a resolution adopted by the Jackson City Council on the _____th day of _____, 2024.

IN WITNESS WHEREOF, I have hereto affixed my signature and the Seal of the City of Jackson, Michigan, on the ____th day of _____, 2024.

_____

Andrea Muray *City Clerk*

OMB Number: 4040-0004
Expiration Date: 11/30/2025

Application for Federal Assistance SF-424

* 1. Type of Submission:	* 2. Type of Application:	* If Revision, select appropriate letter(s):
☐ Preapplication	☐ New	
☐ Application	☐ Continuation	* Other (Specify):
☐ Changed/Corrected Application	☐ Revision	

* 3. Date Received:	4. Applicant Identifier:

5a. Federal Entity Identifier:	5b. Federal Award Identifier:

State Use Only:

6. Date Received by State:	7. State Application Identifier:

8. APPLICANT INFORMATION:

* a. Legal Name:	
* b. Employer/Taxpayer Identification Number (EIN/TIN):	* c. UEI:

d. Address:

* Street1:	
Street2:	
* City:	
County/Parish:	
* State:	
Province:	
* Country:	USA: UNITED STATES
* Zip / Postal Code:	

e. Organizational Unit:

Department Name:	Division Name:

f. Name and contact information of person to be contacted on matters involving this application:

Prefix:		* First Name:	
Middle Name:			
* Last Name:			
Suffix:			

Title:	
Organizational Affiliation:	
* Telephone Number:	Fax Number:
* Email:	

Application for Federal Assistance SF-424

*** 9. Type of Applicant 1: Select Applicant Type:**

Type of Applicant 2: Select Applicant Type:

Type of Applicant 3: Select Applicant Type:

* Other (specify):

*** 10. Name of Federal Agency:**

11. Catalog of Federal Domestic Assistance Number:

CFDA Title:

*** 12. Funding Opportunity Number:**

* Title:

13. Competition Identification Number:

Title:

14. Areas Affected by Project (Cities, Counties, States, etc.):

Add Attachment | Delete Attachment | View Attachment

*** 15. Descriptive Title of Applicant's Project:**

Attach supporting documents as specified in agency instructions.

Add Attachments | Delete Attachments | View Attachments

Application for Federal Assistance SF-424

16. Congressional Districts Of:

* a. Applicant * b. Program/Project

Attach an additional list of Program/Project Congressional Districts if needed.

Add Attachment | Delete Attachment | View Attachment

17. Proposed Project:

* a. Start Date: * b. End Date:

18. Estimated Funding ($):

* a. Federal	
* b. Applicant	
* c. State	
* d. Local	
* e. Other	
* f. Program Income	
* g. TOTAL	

*** 19. Is Application Subject to Review By State Under Executive Order 12372 Process?**

☐ a. This application was made available to the State under the Executive Order 12372 Process for review on .

☐ b. Program is subject to E.O. 12372 but has not been selected by the State for review.

☐ c. Program is not covered by E.O. 12372.

*** 20. Is the Applicant Delinquent On Any Federal Debt? (If "Yes," provide explanation in attachment.)**

☐ Yes ☐ No

If "Yes", provide explanation and attach

Add Attachment | Delete Attachment | View Attachment

21. *By signing this application, I certify (1) to the statements contained in the list of certifications and (2) that the statements herein are true, complete and accurate to the best of my knowledge. I also provide the required assurances** and agree to comply with any resulting terms if I accept an award. I am aware that any false, fictitious, or fraudulent statements or claims may subject me to criminal, civil, or administrative penalties. (U.S. Code, Title 18, Section 1001)**

☐ ** I AGREE

** The list of certifications and assurances, or an internet site where you may obtain this list, is contained in the announcement or agency specific instructions.

Authorized Representative:

Prefix: * First Name:

Middle Name:

* Last Name:

Suffix:

* Title:

* Telephone Number: Fax Number:

* Email:

* Signature of Authorized Representative: * Date Signed:

OMB Number: 4040-0007
Expiration Date: 02/28/2025

ASSURANCES - NON-CONSTRUCTION PROGRAMS

Public reporting burden for this collection of information is estimated to average 15 minutes per response, including time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information. Send comments regarding the burden estimate or any other aspect of this collection of information, including suggestions for reducing this burden, to the Office of Management and Budget, Paperwork Reduction Project (0348-0040), Washington, DC 20503.

PLEASE DO NOT RETURN YOUR COMPLETED FORM TO THE OFFICE OF MANAGEMENT AND BUDGET. SEND IT TO THE ADDRESS PROVIDED BY THE SPONSORING AGENCY.

NOTE: Certain of these assurances may not be applicable to your project or program. If you have questions, please contact the awarding agency. Further, certain Federal awarding agencies may require applicants to certify to additional assurances. If such is the case, you will be notified.

As the duly authorized representative of the applicant, I certify that the applicant:

1. Has the legal authority to apply for Federal assistance and the institutional, managerial and financial capability (including funds sufficient to pay the non-Federal share of project cost) to ensure proper planning, management and completion of the project described in this application.

2. Will give the awarding agency, the Comptroller General of the United States and, if appropriate, the State, through any authorized representative, access to and the right to examine all records, books, papers, or documents related to the award; and will establish a proper accounting system in accordance with generally accepted accounting standards or agency directives.

3. Will establish safeguards to prohibit employees from using their positions for a purpose that constitutes or presents the appearance of personal or organizational conflict of interest, or personal gain.

4. Will initiate and complete the work within the applicable time frame after receipt of approval of the awarding agency.

5. Will comply with the Intergovernmental Personnel Act of 1970 (42 U.S.C. §§4728-4763) relating to prescribed standards for merit systems for programs funded under one of the 19 statutes or regulations specified in Appendix A of OPM's Standards for a Merit System of Personnel Administration (5 C.F.R. 900, Subpart F).

6. Will comply with all Federal statutes relating to nondiscrimination. These include but are not limited to: (a) Title VI of the Civil Rights Act of 1964 (P.L. 88-352) which prohibits discrimination on the basis of race, color or national origin; (b) Title IX of the Education Amendments of 1972, as amended (20 U.S.C.§§1681-1683, and 1685-1686), which prohibits discrimination on the basis of sex; (c) Section 504 of the Rehabilitation Act of 1973, as amended (29 U.S.C. §794), which prohibits discrimination on the basis of handicaps; (d) the Age Discrimination Act of 1975, as amended (42 U.S.C. §§6101-6107), which prohibits discrimination on the basis of age; (e) the Drug Abuse Office and Treatment Act of 1972 (P.L. 92-255), as amended, relating to nondiscrimination on the basis of drug abuse; (f) the Comprehensive Alcohol Abuse and Alcoholism Prevention, Treatment and Rehabilitation Act of 1970 (P.L. 91-616), as amended, relating to nondiscrimination on the basis of alcohol abuse or alcoholism; (g) §§523 and 527 of the Public Health Service Act of 1912 (42 U.S.C. §§290 dd-3 and 290 ee- 3), as amended, relating to confidentiality of alcohol and drug abuse patient records; (h) Title VIII of the Civil Rights Act of 1968 (42 U.S.C. §§3601 et seq.), as amended, relating to nondiscrimination in the sale, rental or financing of housing; (i) any other nondiscrimination provisions in the specific statute(s) under which application for Federal assistance is being made; and, (j) the requirements of any other nondiscrimination statute(s) which may apply to the application.

7. Will comply, or has already complied, with the requirements of Titles II and III of the Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970 (P.L. 91-646) which provide for fair and equitable treatment of persons displaced or whose property is acquired as a result of Federal or federally-assisted programs. These requirements apply to all interests in real property acquired for project purposes regardless of Federal participation in purchases.

8. Will comply, as applicable, with provisions of the Hatch Act (5 U.S.C. §§1501-1508 and 7324-7328) which limit the political activities of employees whose principal employment activities are funded in whole or in part with Federal funds.

9. Will comply, as applicable, with the provisions of the Davis-Bacon Act (40 U.S.C. §§276a to 276a-7), the Copeland Act (40 U.S.C. §276c and 18 U.S.C. §874), and the Contract Work Hours and Safety Standards Act (40 U.S.C. §§327-333), regarding labor standards for federally-assisted construction subagreements.

10. Will comply, if applicable, with flood insurance purchase requirements of Section 102(a) of the Flood Disaster Protection Act of 1973 (P.L. 93-234) which requires recipients in a special flood hazard area to participate in the program and to purchase flood insurance if the total cost of insurable construction and acquisition is $10,000 or more.

11. Will comply with environmental standards which may be prescribed pursuant to the following: (a) institution of environmental quality control measures under the National Environmental Policy Act of 1969 (P.L. 91-190) and Executive Order (EO) 11514; (b) notification of violating facilities pursuant to EO 11738; (c) protection of wetlands pursuant to EO 11990; (d) evaluation of flood hazards in floodplains in accordance with EO 11988; (e) assurance of project consistency with the approved State management program developed under the Coastal Zone Management Act of 1972 (16 U.S.C. §§1451 et seq.); (f) conformity of Federal actions to State (Clean Air) Implementation Plans under Section 176(c) of the Clean Air Act of 1955, as amended (42 U.S.C. §§7401 et seq.); (g) protection of underground sources of drinking water under the Safe Drinking Water Act of 1974, as amended (P.L. 93-523); and, (h) protection of endangered species under the Endangered Species Act of 1973, as amended (P.L. 93-205).

12. Will comply with the Wild and Scenic Rivers Act of 1968 (16 U.S.C. §§1271 et seq.) related to protecting components or potential components of the national wild and scenic rivers system.

13. Will assist the awarding agency in assuring compliance with Section 106 of the National Historic Preservation Act of 1966, as amended (16 U.S.C. §470), EO 11593 (identification and protection of historic properties), and the Archaeological and Historic Preservation Act of 1974 (16 U.S.C. §§469a-1 et seq.).

14. Will comply with P.L. 93-348 regarding the protection of human subjects involved in research, development, and related activities supported by this award of assistance.

15. Will comply with the Laboratory Animal Welfare Act of 1966 (P.L. 89-544, as amended, 7 U.S.C. §§2131 et seq.) pertaining to the care, handling, and treatment of warm blooded animals held for research, teaching, or other activities supported by this award of assistance.

16. Will comply with the Lead-Based Paint Poisoning Prevention Act (42 U.S.C. §§4801 et seq.) which prohibits the use of lead-based paint in construction or rehabilitation of residence structures.

17. Will cause to be performed the required financial and compliance audits in accordance with the Single Audit Act Amendments of 1996 and OMB Circular No. A-133, "Audits of States, Local Governments, and Non-Profit Organizations."

18. Will comply with all applicable requirements of all other Federal laws, executive orders, regulations, and policies governing this program.

19. Will comply with the requirements of Section 106(g) of the Trafficking Victims Protection Act (TVPA) of 2000, as amended (22 U.S.C. 7104) which prohibits grant award recipients or a sub-recipient from (1) Engaging in severe forms of trafficking in persons during the period of time that the award is in effect (2) Procuring a commercial sex act during the period of time that the award is in effect or (3) Using forced labor in the performance of the award or subawards under the award.

SIGNATURE OF AUTHORIZED CERTIFYING OFFICIAL	TITLE
APPLICANT ORGANIZATION	DATE SUBMITTED

Standard Form 424B (Rev. 7-97) Back

ASSURANCES - CONSTRUCTION PROGRAMS

OMB Number: 4040-0009
Expiration Date: 02/28/2025

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PLEASE DO NOT RETURN YOUR COMPLETED FORM TO THE OFFICE OF MANAGEMENT AND BUDGET. SEND IT TO THE ADDRESS PROVIDED BY THE SPONSORING AGENCY.

NOTE: Certain of these assurances may not be applicable to your project or program. If you have questions, please contact the Awarding Agency. Further, certain Federal assistance awarding agencies may require applicants to certify to additional assurances. If such is the case, you will be notified.

As the duly authorized representative of the applicant:, I certify that the applicant:

1. Has the legal authority to apply for Federal assistance, and the institutional, managerial and financial capability (including funds sufficient to pay the non-Federal share of project costs) to ensure proper planning, management and completion of project described in this application.
2. Will give the awarding agency, the Comptroller General of the United States and, if appropriate, the State, the right to examine all records, books, papers, or documents related to the assistance; and will establish a proper accounting system in accordance with generally accepted accounting standards or agency directives.
3. Will not dispose of, modify the use of, or change the terms of the real property title or other interest in the site and facilities without permission and instructions from the awarding agency. Will record the Federal awarding agency directives and will include a covenant in the title of real property acquired in whole or in part with Federal assistance funds to assure non-discrimination during the useful life of the project.
4. Will comply with the requirements of the assistance awarding agency with regard to the drafting, review and approval of construction plans and specifications.
5. Will provide and maintain competent and adequate engineering supervision at the construction site to ensure that the complete work conforms with the approved plans and specifications and will furnish progressive reports and such other information as may be required by the assistance awarding agency or State.
6. Will initiate and complete the work within the applicable time frame after receipt of approval of the awarding agency.
7. Will establish safeguards to prohibit employees from using their positions for a purpose that constitutes or presents the appearance of personal or organizational conflict of interest, or personal gain.
8. Will comply with the Intergovernmental Personnel Act of 1970 (42 U.S.C. §§4728-4763) relating to prescribed standards of merit systems for programs funded under one of the 19 statutes or regulations specified in Appendix A of OPM's Standards for a Merit System of Personnel Administration (5 C.F.R. 900, Subpart F).
9. Will comply with the Lead-Based Paint Poisoning Prevention Act (42 U.S.C. §§4801 et seq.) which prohibits the use of lead-based paint in construction or rehabilitation of residence structures.
10. Will comply with all Federal statutes relating to non-discrimination. These include but are not limited to: (a) Title VI of the Civil Rights Act of 1964 (P.L. 88-352) which prohibits discrimination on the basis of race, color or national origin; (b) Title IX of the Education Amendments of 1972, as amended (20 U.S.C. §§1681 1683, and 1685-1686), which prohibits discrimination on the basis of sex; (c) Section 504 of the Rehabilitation Act of 1973, as amended (29) U.S.C. §794), which prohibits discrimination on the basis of handicaps; (d) the Age Discrimination Act of 1975, as amended (42 U.S.C. §§6101-6107), which prohibits discrimination on the basis of age; (e) the Drug Abuse Office and Treatment Act of 1972 (P.L. 92-255), as amended relating to nondiscrimination on the basis of drug abuse; (f) the Comprehensive Alcohol Abuse and Alcoholism Prevention, Treatment and Rehabilitation Act of 1970 (P.L. 91-616), as amended, relating to nondiscrimination on the basis of alcohol abuse or alcoholism; (g) §§523 and 527 of the Public Health Service Act of 1912 (42 U.S.C. §§290 dd-3 and 290 ee 3), as amended, relating to confidentiality of alcohol and drug abuse patient records; (h) Title VIII of the Civil Rights Act of 1968 (42 U.S.C. §§3601 et seq.), as amended, relating to nondiscrimination in the sale, rental or financing of housing; (i) any other nondiscrimination provisions in the specific statue(s) under which application for Federal assistance is being made; and (j) the requirements of any other nondiscrimination statue(s) which may apply to the application.

11. Will comply, or has already complied, with the requirements of Titles II and III of the Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970 (P.L. 91-646) which provide for fair and equitable treatment of persons displaced or whose property is acquired as a result of Federal and federally-assisted programs. These requirements apply to all interests in real property acquired for project purposes regardless of Federal participation in purchases.

12. Will comply with the provisions of the Hatch Act (5 U.S.C. §§1501-1508 and 7324-7328) which limit the political activities of employees whose principal employment activities are funded in whole or in part with Federal funds.

13. Will comply, as applicable, with the provisions of the Davis-Bacon Act (40 U.S.C. §§276a to 276a-7), the Copeland Act (40 U.S.C. §276c and 18 U.S.C. §874), and the Contract Work Hours and Safety Standards Act (40 U.S.C. §§327-333) regarding labor standards for federally-assisted construction subagreements.

14. Will comply with flood insurance purchase requirements of Section 102(a) of the Flood Disaster Protection Act of 1973 (P.L. 93-234) which requires recipients in a special flood hazard area to participate in the program and to purchase flood insurance if the total cost of insurable construction and acquisition is $10,000 or more.

15. Will comply with environmental standards which may be prescribed pursuant to the following: (a) institution of environmental quality control measures under the National Environmental Policy Act of 1969 (P.L. 91-190) and Executive Order (EO) 11514; (b) notification of violating facilities pursuant to EO 11738; (c) protection of wetlands pursuant to EO 11990; (d) evaluation of flood hazards in floodplains in accordance with EO 11988; (e) assurance of project consistency with the approved State management program developed under the Coastal Zone Management Act of 1972 (16 U.S.C. §§1451 et seq.); (f) conformity of Federal actions to State (Clean Air) implementation Plans under Section 176(c) of the Clean Air Act of 1955, as amended (42 U.S.C. §§7401 et seq.); (g) protection of underground sources of drinking water under the Safe Drinking Water Act of 1974, as amended (P.L. 93-523); and, (h) protection of endangered species under the Endangered Species Act of 1973, as amended (P.L. 93-205).

16. Will comply with the Wild and Scenic Rivers Act of 1968 (16 U.S.C. §§1271 et seq.) related to protecting components or potential components of the national wild and scenic rivers system.

17. Will assist the awarding agency in assuring compliance with Section 106 of the National Historic Preservation Act of 1966, as amended (16 U.S.C. §470), EO 11593 (identification and protection of historic properties), and the Archaeological and Historic Preservation Act of 1974 (16 U.S.C. §§469a-1 et seq).

18. Will cause to be performed the required financial and compliance audits in accordance with the Single Audit Act Amendments of 1996 and OMB Circular No. A-133, "Audits of States, Local Governments, and Non-Profit Organizations."

19. Will comply with all applicable requirements of all other Federal laws, executive orders, regulations, and policies governing this program.

20. Will comply with the requirements of Section 106(g) of the Trafficking Victims Protection Act (TVPA) of 2000, as amended (22 U.S.C. 7104) which prohibits grant award recipients or a sub-recipient from (1) Engaging in severe forms of trafficking in persons during the period of time that the award is in effect (2) Procuring a commercial sex act during the period of time that the award is in effect or (3) Using forced labor in the performance of the award or subawards under the award.

SIGNATURE OF AUTHORIZED CERTIFYING OFFICIAL	TITLE
APPLICANT ORGANIZATION	DATE SUBMITTED

SF-424D (Rev. 7-97) Back

CERTIFICATIONS

In accordance with the applicable statutes and the regulations governing the consolidated plan regulations, the jurisdiction certifies that:

Affirmatively Further Fair Housing --The jurisdiction will affirmatively further fair housing.

Uniform Relocation Act and Anti-displacement and Relocation Plan -- It will comply with the acquisition and relocation requirements of the Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970, as amended, (42 U.S.C. 4601-4655) and implementing regulations at 49 CFR Part 24. It has in effect and is following a residential anti-displacement and relocation assistance plan required under 24 CFR Part 42 in connection with any activity assisted with funding under the Community Development Block Grant or HOME programs.

Anti-Lobbying --To the best of the jurisdiction's knowledge and belief:

1. No Federal appropriated funds have been paid or will be paid, by or on behalf of it, to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with the awarding of any Federal contract, the making of any Federal grant, the making of any Federal loan, the entering into of any cooperative agreement, and the extension, continuation, renewal, amendment, or modification of any Federal contract, grant, loan, or cooperative agreement;

2. If any funds other than Federal appropriated funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with this Federal contract, grant, loan, or cooperative agreement, it will complete and submit Standard Form-LLL, "Disclosure Form to Report Lobbying," in accordance with its instructions; and

3. It will require that the language of paragraph 1 and 2 of this anti-lobbying certification be included in the award documents for all subawards at all tiers (including subcontracts, subgrants, and contracts under grants, loans, and cooperative agreements) and that all subrecipients shall certify and disclose accordingly.

Authority of Jurisdiction --The consolidated plan is authorized under State and local law (as applicable) and the jurisdiction possesses the legal authority to carry out the programs for which it is seeking funding, in accordance with applicable HUD regulations.

Consistency with plan --The housing activities to be undertaken with Community Development Block Grant, HOME, Emergency Solutions Grant, and Housing Opportunities for Persons With AIDS funds are consistent with the strategic plan in the jurisdiction’s consolidated plan.

Section 3 -- It will comply with section 3 of the Housing and Urban Development Act of 1968 (12 U.S.C. 1701u) and implementing regulations at 24 CFR Part 75.

_____ _____

Signature of Authorized Official Date

_____

Title

Specific Community Development Block Grant Certifications

The Entitlement Community certifies that:

Citizen Participation -- It is in full compliance and following a detailed citizen participation plan that satisfies the requirements of 24 CFR 91.105.

Community Development Plan -- Its consolidated plan identifies community development and housing needs and specifies both short-term and long-term community development objectives that that have been developed in accordance with the primary objective of the CDBG program (i.e., the development of viable urban communities, by providing decent housing and expanding economic opportunities, primarily for persons of low and moderate income) and requirements of 24 CFR Parts 91 and 570.

Following a Plan -- It is following a current consolidated plan that has been approved by HUD.

Use of Funds -- It has complied with the following criteria:

1. Maximum Feasible Priority. With respect to activities expected to be assisted with CDBG funds, it has developed its Action Plan so as to give maximum feasible priority to activities which benefit low- and moderate-income families or aid in the prevention or elimination of slums or blight. The Action Plan may also include CDBG-assisted activities which the grantee certifies are designed to meet other community development needs having particular urgency because existing conditions pose a serious and immediate threat to the health or welfare of the community, and other financial resources are not available (see Optional CDBG Certification).

2. Overall Benefit. The aggregate use of CDBG funds, including Section 108 guaranteed loans, during program year(s) _____[a period specified by the grantee of one, two, or three specific consecutive program years], shall principally benefit persons of low and moderate income in a manner that ensures that at least 70 percent of the amount is expended for activities that benefit such persons during the designated period.

3. Special Assessments. It will not attempt to recover any capital costs of public improvements assisted with CDBG funds, including Section 108 loan guaranteed funds, by assessing any amount against properties owned and occupied by persons of low and moderate income, including any fee charged or assessment made as a condition of obtaining access to such public improvements.

However, if CDBG funds are used to pay the proportion of a fee or assessment that relates to the capital costs of public improvements (assisted in part with CDBG funds) financed from other revenue sources, an assessment or charge may be made against the property with respect to the public improvements financed by a source other than CDBG funds.

In addition, in the case of properties owned and occupied by moderate-income (not low-income) families, an assessment or charge may be made against the property for public improvements financed by a source other than CDBG funds if the jurisdiction certifies that it lacks CDBG funds to cover the assessment.

Excessive Force -- It has adopted and is enforcing:

1. A policy prohibiting the use of excessive force by law enforcement agencies within its jurisdiction against any individuals engaged in non-violent civil rights demonstrations; and

2. A policy of enforcing applicable State and local laws against physically barring entrance to or exit from a facility or location which is the subject of such non-violent civil rights demonstrations within its jurisdiction.

Compliance with Anti-discrimination laws -- The grant will be conducted and administered in conformity with title VI of the Civil Rights Act of 1964 (42 U.S.C. 2000d) and the Fair Housing Act (42 U.S.C. 3601-3619) and implementing regulations.

Lead-Based Paint -- Its activities concerning lead-based paint will comply with the requirements of 24 CFR Part 35, Subparts A, B, J, K and R.

Compliance with Laws -- It will comply with applicable laws.

_____ _____

Signature of Authorized Official Date

_____

Title

OPTIONAL Community Development Block Grant Certification

Submit the following certification only when one or more of the activities in the action plan are designed to meet other community development needs having particular urgency as specified in 24 CFR 570.208(c):

The grantee hereby certifies that the Annual Plan includes one or more specifically identified CDBG-assisted activities which are designed to meet other community development needs having particular urgency because existing conditions pose a serious and immediate threat to the health or welfare of the community and other financial resources are not available to meet such needs.

_____ _____

Signature of Authorized Official Date

_____

Title

Specific HOME Certifications

The HOME participating jurisdiction certifies that:

Tenant Based Rental Assistance -- If it plans to provide tenant-based rental assistance, the tenant-based rental assistance is an essential element of its consolidated plan.

Eligible Activities and Costs -- It is using and will use HOME funds for eligible activities and costs, as described in 24 CFR §§92.205 through 92.209 and that it is not using and will not use HOME funds for prohibited activities, as described in §92.214.

Subsidy layering -- Before committing any funds to a project, it will evaluate the project in accordance with the guidelines that it adopts for this purpose and will not invest any more HOME funds in combination with other Federal assistance than is necessary to provide affordable housing;

_____ _____

Signature of Authorized Official Date

_____

Title

Emergency Solutions Grants Certifications

The Emergency Solutions Grants Program recipient certifies that:

Major rehabilitation/conversion/renovation – If an emergency shelter's rehabilitation costs exceed 75 percent of the value of the building before rehabilitation, the recipient will maintain the building as a shelter for homeless individuals and families for a minimum of 10 years after the date the building is first occupied by a homeless individual or family after the completed rehabilitation.

If the cost to convert a building into an emergency shelter exceeds 75 percent of the value of the building after conversion, the recipient will maintain the building as a shelter for homeless individuals and families for a minimum of 10 years after the date the building is first occupied by a homeless individual or family after the completed conversion.

In all other cases where ESG funds are used for renovation, the recipient will maintain the building as a shelter for homeless individuals and families for a minimum of 3 years after the date the building is first occupied by a homeless individual or family after the completed renovation.

Essential Services and Operating Costs – In the case of assistance involving shelter operations or essential services related to street outreach or emergency shelter, the recipient will provide services or shelter to homeless individuals and families for the period during which the ESG assistance is provided, without regard to a particular site or structure, so long the recipient serves the same type of persons (e.g., families with children, unaccompanied youth, disabled individuals, or victims of domestic violence) or persons in the same geographic area.

Renovation – Any renovation carried out with ESG assistance shall be sufficient to ensure that the building involved is safe and sanitary.

Supportive Services – The recipient will assist homeless individuals in obtaining permanent housing, appropriate supportive services (including medical and mental health treatment, victim services, counseling, supervision, and other services essential for achieving independent living), and other Federal State, local, and private assistance available for these individuals.

Matching Funds – The recipient will obtain matching amounts required under 24 CFR 576.201.

Confidentiality – The recipient has established and is implementing procedures to ensure the confidentiality of records pertaining to any individual provided family violence prevention or treatment services under any project assisted under the ESG program, including protection against the release of the address or location of any family violence shelter project, except with the written authorization of the person responsible for the operation of that shelter.

Homeless Persons Involvement – To the maximum extent practicable, the recipient will involve, through employment, volunteer services, or otherwise, homeless individuals and families in constructing, renovating, maintaining, and operating facilities assisted under the ESG program, in providing services assisted under the ESG program, and in providing services for occupants of facilities assisted under the program.

Consolidated Plan – All activities the recipient undertakes with assistance under ESG are consistent with its consolidated plan.

Discharge Policy – The recipient will establish and implement, to the maximum extent practicable and where appropriate, policies and protocols for the discharge of persons from publicly funded institutions or systems of care (such as health care facilities, mental health facilities, foster care or other youth facilities, or correction programs and institutions) in order to prevent this discharge from immediately resulting in homelessness for these persons.

Signature of Authorized Official

Date

Title

Housing Opportunities for Persons With AIDS Certifications

The HOPWA grantee certifies that:

Activities -- Activities funded under the program will meet urgent needs that are not being met by available public and private sources.

Building -- Any building or structure assisted under that program shall be operated for the purpose specified in the consolidated plan:

1. For a period of not less than 10 years in the case of assistance involving new construction, substantial rehabilitation, or acquisition of a facility,

2. For a period of not less than 3 years in the case of assistance involving non-substantial rehabilitation or repair of a building or structure.

_____ _____

Signature of Authorized Official Date

_____

Title

APPENDIX TO CERTIFICATIONS

INSTRUCTIONS CONCERNING LOBBYING CERTIFICATION:

Lobbying Certification
This certification is a material representation of fact upon which reliance was placed when this transaction was made or entered into. Submission of this certification is a prerequisite for making or entering into this transaction imposed by section 1352, title 31, U.S. Code. Any person who fails to file the required certification shall be subject to a civil penalty of not less than $10,000 and not more than $100,000 for each such failure.

JACKSON
Founded 1829

Community Development Block Grant (CDBG)
HOME Investment Partnerships Program



2024 – 2025 Annual Action Plan

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Executive Summary

AP-05 Executive Summary - 24 CFR 91.200(c), 91.220(b)

1. Introduction

The City of Jackson presents this Annual Action Plan for the fifth and final year of its 2020 – 2024 Five-Year Consolidated Plan and covers the period of July 1, 2024 through June 30, 2025, also referred to as Program Year (PY) 2024 or Fiscal Year (FY) 2024. PY 2024 represents the City's 50th consecutive year to receive a Community Development Block Grant (CDBG) formula allocation as an entitlement community and 33rd year to receive a HOME Investment Partnerships Program (HOME) formula allocation as a participating jurisdiction.

2. Summarize the objectives and outcomes identified in the Plan

This could be a restatement of items or a table listed elsewhere in the plan or a reference to another location. It may also contain any essential items from the housing and homeless needs assessment, the housing market analysis or the strategic plan.

The level of need in Jackson is always greater than the limited amount of CDBG and HOME funds received annually. Jackson plans to target resources in the three (3) most distressed areas of the City – West of Henry Ford Allegiance Health, East of S. Martin Luther King Jr. Dr., and West of S. Martin Luther King Jr. Dr. – to the greatest extent possible. The number of funded activities will remain low in an effort to increase their effectiveness, and will include: Streetlight Installation; Code Enforcement; Residential Rehabilitation; Residential Demolition; and Streetscape Improvements.

3. Evaluation of past performance

This is an evaluation of past performance that helped lead the grantee to choose its goals or projects.

The residential rehabilitation program was revamped to permit more low-income homeowners to take advantage of zero interest, low repayment loans to correct emergency hazards or replace a home's major components nearing the end of their useful lifespan. Direct notification to homeowners in all City areas regarding the availability of the rehabilitation loans during the 2023-2024 program year led to an overwhelming response and led to a significant increase in rehabilitation applications and completed projects. City staff have a plan in place for the early identification of potential residential demolition sites, which, combined with efficient office/project management, has led to consistent performance at or above targeted demolition numbers each year. The City is continuing these practices in its work to reach current demolition targets. The City continues to meet its spending timeliness requirement.

4. Summary of Citizen Participation Process and consultation process

Summary from citizen participation section of plan.

Citizen participation and stakeholder consultation is an integral part of the Consolidated Plan process. The City's Citizen Participation Plan outlines the procedures and means by which citizens and stakeholders may provide meaningful input.

A public hearing to receive citizen input on the housing and community development needs was held during the January 30, 2024 regular City Council meeting. Staff's participation with the Jackson County Continuum of Care (CoC) garnered input from the various public, private, and faith-based organizations focused on low-income housing and homelessness.

The Annual Action Plan was made available for public review and comment on March 22, 2024. Citizens were afforded a 30-day period in which to submit oral or written comment about the Annual Action Plan, culminating on April 26, 2024. Citizens are also encouraged to express concerns or comments at any time during the year before City Council meetings or by contacting grant staff.

5. Summary of public comments

This could be a brief narrative summary or reference an attached document from the Citizen Participation section of the Con Plan.

At the January 30, 2024 public hearing, comments were received from three individuals and included:

- The need for more housing that is affordable
- The need for greater landlord accountability
- A desire for the City not to administer a demolition program
- A desire for the City to rehabilitate more existing homes
- Unrelated comments concerning current non-profit work in the City
- Unrelated comments concerning non-CDBG funded development projects

No comments were received during the 30-day public review and comment period.

6. Summary of comments or views not accepted and the reasons for not accepting them

No comments or views were declined by the Jackson City Council. Due to various federal rules and regulations, and based on past positive performance of certain current programs, the City is not able to enact some suggestions. The City is working hard to create more affordable housing options, both non owner-occupied and owner-occupied. Public comments received during the January 30th public hearing supported our current and planned efforts in this area.

7. Summary

The Jackson City Council encourages all citizens to participate in not only the CDBG/HOME planning process, but in all processes of the local government. At the beginning of each City Council meeting, citizens are allowed time to address the Mayor, Councilmembers, City Manager, and department heads on matters that concern them. Meetings are broadcast live through the City's YouTube

channel and on a local public access television station, JTV, which also replays the meetings at various other times throughout the week and which remain available on Facebook.

Oftentimes there simply are not enough resources available to consider implementing every suggestion posed. Other suggestions may not fit the Council's vision and goals for the City and are taken in abeyance. There have also been several times in which citizen's comments and suggestions have been executed and helped shape the way the City of Jackson operates.

PR-05 Lead & Responsible Agencies – 91.200(b)

1. Agency/entity responsible for preparing/administering the Consolidated Plan

Describe the agency/entity responsible for preparing the Consolidated Plan and those responsible for administration of each grant program and funding source.

Agency Role	Name	Department/Agency
CDBG Administrator	Jackson	Community Development Department
HOME Administrator	Jackson	Community Development Department

Table 1 – Responsible Agencies

Narrative (optional)

Staff in the City's Community Development Department administers both the CDBG and HOME grants. Grant administration includes, but is not limited to, researching and analyzing Census data; preparing and submitting the Consolidated Plan, Action Plan, Annual Performance Report, and other reports required by HUD or requested by City Council; performing environmental reviews; maintaining files and records relating to overall grant administration; monitoring subgrantee performance and providing technical assistance when necessary; reviewing payment requests for eligibility and accuracy; and the financial responsibilities of the grants such as preparing regular drawdowns and reconciling financial records.

Consolidated Plan Public Contact Information

City of Jackson
ATTN: Cory L. Mays
161 W Michigan Avenue
Jackson, MI 49201
517-768-6461
cmays@cityofjackson.org

AP-10 Consultation – 91.100, 91.200(b), 91.215(l)

1. Introduction

Provide a concise summary of the jurisdiction's activities to enhance coordination between public and assisted housing providers and private and governmental health, mental health and service agencies (91.215(l))

The City's Grant Coordinator participates in monthly Continuum of Care (CoC) meetings. Continued participation with the CoC allows for ongoing interaction with the various service providers and awareness of current and emerging conditions in the community. The Grant Coordinator is also the staff liaison to the City of Jackson Affordable Housing Development Board, a City commission charged with presenting affordable housing solutions to City Council for possible funding. In addition, the Grant Coordinator has led new City efforts aimed at reducing homelessness, and is actively working on the construction of affordable housing for purchase and for rent. Finally, The City of Jackson was the recipient of HOME-ARP funds in 2021, and the City's HOME-ARP Allocation Plan was officially approved by HUD in April 2023. Construction of affordable rental housing and the rehabilitation of existing homes will be the focus of HOME-ARP funds during FY 2024-2025.

Describe coordination with the Continuum of Care and efforts to address the needs of homeless persons (particularly chronically homeless individuals and families, families with children, veterans, and unaccompanied youth) and persons at risk of homelessness.

The Community Action Agency (CAA) is the lead agency for the CoC and also serves as the CoC's grant fiduciary. The CoC votes on activities to fund with grants it receives from HUD and the State of Michigan, and monitors the progress of those grants through monthly, quarterly, and annual reports and discussion. CAA also receives Supportive Services for Veteran Families (SSVF) from the Department of Veterans Affairs which is also included in reports to the CoC.

Describe consultation with the Continuum(s) of Care that serves the jurisdiction's area in determining how to allocate ESG funds, develop performance standards for and evaluate outcomes of projects and activities assisted by ESG funds, and develop funding, policies and procedures for the operation and administration of HMIS

The CoC is charged with setting priorities for Emergency Solutions Grant (ESG) funds received through the State of Michigan. Various subcommittees of the CoC, such as Steering, Quality Control, and Housing review applications and make recommendations to the CoC body for allocation purposes. Regular consultation and reporting ensures that the use of ESG remains consistent with CoC priorities.

2. Describe Agencies, groups, organizations and others who participated in the process and describe the jurisdiction's consultations with housing, social service agencies and other entities

1	**Agency/Group/Organization**	Community Action Agency
	Agency/Group/Organization Type	Housing Services: housing, children, homeless, education
	What section of the Plan was addressed by Consultation?	Housing Need Assessment Homelessness Strategy Homeless Needs: chronically homeless, families with children, Veterans, unaccompanied youth Non-Homeless Special Needs Market Analysis
	How was the Agency/Group/Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination?	Participation in CoC, direct consultation, email consultation.
2	**Agency/Group/Organization**	Jackson Housing Commission
	Agency/Group/Organization Type	Housing PHA Services: housing, children, elderly, disabled, homeless
	What section of the Plan was addressed by Consultation?	Housing Need Assessment Public Housing Needs Homelessness Strategy Homeless Needs: chronically homeless, families with children, Veterans Non-Homeless Special Needs Market Analysis
	How was the Agency/Group/Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination?	Participation in CoC, direct consultation, email consultation.
3	**Agency/Group/Organization**	Do'Chas
	Agency/Group/Organization Type	Housing Services: housing, children, homeless
	What section of the Plan was addressed by Consultation?	Housing Need Assessment Homelessness Strategy Unaccompanied youth Non-Homeless Special Needs
	How was the Agency/Group/Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination?	Participation in CoC.

4	**Agency/Group/Organization**	Training and Treatment Innovations
	Agency/Group/Organization Type	Housing Services; persons with disabilities, homeless, health
	What section of the Plan was addressed by Consultation?	Housing Need Assessment Homelessness Strategy Homeless Needs: chronically homeless, families with children, Veterans Non-Homeless Special Needs Market Analysis
	How was the Agency/Group/Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination?	Participation in CoC.
5	**Agency/Group/Organization** **Agency/Group/Organization Type**	Kate Martin Works Housing PHA Services: housing, children, elderly persons, persons with disabilities, victims of domestic violence, homeless, health, education, employment, fair housing, victims
	What section of the Plan was addressed by Consultation?	Housing Need Assessment Public Housing Needs Homelessness Strategy Homeless Needs: chronically homeless, families with children, Veterans, unaccompanied youth Non-Homeless Special Needs Market Analysis
	How was the Agency/Group/Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination?	Participation through CoC, direct consultation, email consultation.
6	**Agency/Group/Organization**	AWARE, Inc
	Agency/Group/Organization Type	Housing Services: housing, children, victims of domestic violence, homeless, health, education, employment, victims
	What section of the Plan was addressed by Consultation?	Housing Need Assessment Homelessness Strategy Homeless Needs - families with children Non-Homeless Special Needs Market Analysis
	How was the Agency/Group/Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination?	Participation in CoC, email consultation.

7	**Agency/Group/Organization**	Jackson Interfaith Shelter
	Agency/Group/Organization Type	Housing Services: housing, children, homeless
	What section of the Plan was addressed by Consultation?	Housing Need Assessment Homelessness Strategy Homeless Needs: chronically homeless, families with children, veterans, unaccompanied youth
	How was the Agency/Group/Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination?	Participation in CoC
8	**Agency/Group/Organization**	Legal Services Of South Central Michigan
	Agency/Group/Organization Type	Housing Services: housing, children, elderly persons, persons with disabilities, persons with HIV/AIDS, victims of domestic violence, homeless, health, fair housing, victims
	What section of the Plan was addressed by Consultation?	Housing Need Assessment Homelessness Strategy Non-Homeless Special Needs Market Analysis
	How was the Agency/Group/Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination?	Participation through CoC, direct consultation, email consultation.
9	**Agency/Group/Organization**	disAbility Connections
	Agency/Group/Organization Type	Housing Services-Persons with Disabilities
	What section of the Plan was addressed by Consultation?	Housing Need Assessment Homelessness Strategy Non-Homeless Special Needs
	How was the Agency/Group/Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination?	Participation through CoC

10	**Agency/Group/Organization**	Department of Health & Human Services
	Agency/Group/Organization Type	Housing Services: housing, children, elderly persons, persons with disabilities, victims of domestic violence, health Health Agency Child Welfare Agency Other government - State
	What section of the Plan was addressed by Consultation?	Homelessness Strategy Non-Homeless Special Needs
	How was the Agency/Group/Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination?	Participation through CoC
11	**Agency/Group/Organization**	Henry Ford Allegiance Health
	Agency/Group/Organization Type	Housing Services: homeless, health Health Agency Major Employer
	What section of the Plan was addressed by Consultation?	Housing Need Assessment Homelessness Strategy Non-Homeless Special Needs
	How was the Agency/Group/Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination?	Participation through CoC

Table 2 – Agencies, groups, organizations who participated

Identify any Agency Types not consulted and provide rationale for not consulting

Efforts were made to include a wide range of community stakeholders in the consultation process; no agency was intentionally excluded from participation.

Other local/regional/state/federal planning efforts considered when preparing the Plan

Name of Plan	Lead Organization	How do the goals of your Strategic Plan overlap with the goals of each plan?
Continuum of Care	Community Action Agency	The CoC works to support homeless individuals and families work toward self-sufficiency.
Five-Year Plan	Jackson Housing Commission	Five-year plan of the local Public Housing Authority which overlaps in multiple areas relating to the housing needs of the low-income community.
2016 Community Master Plan	City of Jackson	This comprehensive plan focuses on housing, economic development, land use, transportation, health, community facilities, services, and other related topics.
Comprehensive Economic Development Strategy (CEDS)	Region 2 Planning Commission	Provides an analysis of the local economy, identification of economic development goals and strategies, and efforts to reduce unemployment and increase income.
Housing Strategy and Policy Framework	City of Jackson	Comprehensive, data-driven analysis of Jackson's current and future housing needs, prepared for the Affordable Housing Development Board

Table 3 – Other local / regional / federal planning efforts

AP-12 Participation – 91.105, 91.200(c)

1. Summary of citizen participation process/Efforts made to broaden citizen participation

Summarize citizen participation process and how it impacted goal-setting

The City of Jackson follows its Citizen Participation Plan to encourage participation in the planning and utilization of CDBG and HOME funds. A public hearing is held in January to receive comments on the housing and community development needs in the City before the Consolidated Plan and/or Annual Action Plan is made available for citizen comment. Notice of the public hearing is posted on the City's website, through its social media outlets, and printed as a display ad in the local newspaper no less than ten (10) days in advance of the hearing. All views and comments are considered and incorporated in the appropriate plan.

Once the Consolidated Plan and/or Annual Action Plan is in draft form, the public is provided no less than 30 days to review and submit comments; notice of the availability of the plan is again published in the local newspaper, listed on the City's website, and through its social media outlets. Hard copies are made available at two (2) locations in City Hall, at the Community Action Agency, the main branch of the Jackson District Library, and the three (3) public housing complexes; an electronic version is available through the City's website. All views and comments are considered and incorporated in the appropriate plan.

The public is also notified when the City submits its Request for Release of Funds via newspaper and the City's website/social media outlets, and allows for no less than seven days to submit comments. If a substantial amendment is required during the course of the program year, hard and electronic copies are made available at the locations noted above with the notice of availability published in the local papers and on the website/social media outlets. Citizens are provided no less than 30 days within which to submit written comments and/or to attend a public hearing to provide oral comments. The annual report is published and distributed in the same manner as described above, culminating in a public hearing after a 15 day comment period.

Citizen Participation Outreach

Sort Order	Mode of Outreach	Target of Outreach	Summary of response/ attendance	Summary of Comments received	Summary of comments not accepted and reasons
1	Public Hearing	Minorities Persons with disabilities Non-targeted/ broad community Residents of Public and Assisted Housing	Three (3) people provided comment during the January 30, 2024 public hearing.	Suggestions about homelessness, affordable housing, rehabilitations, and demolitions; concern about local non-profit performance	All comments accepted and considered.

Sort Order	Mode of Outreach	Target of Outreach	Summary of response/ attendance	Summary of Comments received	Summary of comments not accepted and reasons
2	Newspaper Ad	Minorities Persons with disabilities Non-targeted/ broad community Residents of Public and Assisted Housing	Notice of the Public Hearing; availability of the draft Annual Action Plan in both hard copy and electronic form and time within which to submit comments.	No written comments were received.	No written comments were received.
3	Internet Outreach	Non-targeted/ broad community	No written comments were received.	No written comments were received.	No written comments were received.
4	Jackson District Library Carnegie Branch	Minorities Persons with disabilities Non-targeted/ broad community	Hard copy of Annual Action Plan made available in the Resource Center for public review and comment.	No written comments were received.	No written comments were received.
5	Jackson Housing Commission	Minorities Persons with disabilities Residents of Public and Assisted Housing	Hard copy of Annual Action Plan made available for public review/ comment at three locations: Chalet Terrace, Reed Manor, and Shahan-Blackstone North.	No written comments were received.	No written comments were received.
6	Community Action Agency	Minorities Persons with disabilities Non-targeted/ broad community Residents of Public and Assisted Housing	Hard copy of Annual Action Plan made available in CAA's lobby for public review/comment.	No written comments were received.	No written comments were received.
7	Jackson County Continuum of Care	Service Providers	Members were notified of every upcoming step in the citizen participation process and encouraged to attend the public hearing and/or submit relevant comments		See public hearing above.

Table 4 – Citizen Participation Outreach

Expected Resources

AP-15 Expected Resources – 91.220(c)(1,2)

Introduction

For planning purposes, the City deducts 3% from the most current formula allocation, then adds anticipated program income by grant type. Estimated revenue for fiscal year 2024–2025 is as follows:

- **CDBG:** FY 2023-24 formula allocation: $1,276,248; less 3% (-$38,300); plus estimated program income ($75,200) = $1,313,148
- **HOME:** FY 2023-24 formula allocation: $330,992; less 3% (-$9,900); plus estimated program income ($20,200) = $341,292

The Jackson City Council establishes projects, activities, and funding levels for the 2024-2025 program year as identified in this Annual Action Plan.

On May 7, 2024, The City was notified of its 2024-2025 formula allocation, as follows:

Grantee	State	CDBG	HOME
Jackson	**Michigan**	**$1,217,001**	**$278,557**

The City's CDBG allocation received a $20,947 decrease from the initial estimate, and the City's HOME allocation received a $42,535 decrease from the initial estimate. When comparing 2023 allocations to FY 2024 totals, the City of Jackson received a 4.7% decrease in CDBG funding and a 15.9% decrease in HOME funding.

Anticipated Resources

Program	Source of Funds	Uses of Funds	Expected Amount Available Year 5				Expected Amount Available Remainder of ConPlan
			Annual Allocation:	Program Income:	Prior Year Resources:	Total:	
CDBG	Federal	Acquisition, Admin and Planning, Economic Development, Housing, Public Improvements, Public Services	$1,217,001	$75,200	0	$1,292,201	$0
Narrative Description:		Annual block grant from HUD based on a formula to address a variety of community development and housing needs, primarily benefiting low- to moderate-income City residents.					
HOME	Federal	Acquisition, Homebuyer assistance, Homeowner rehab, Multifamily rental new construction, Multifamily rental rehab, New construction for ownership, TBRA	$278,557	$20,200	0	$298,757	$0
Narrative Description:		Annual grant from HUD based on a formula to provide affordable housing to low- to moderate-income City residents.					

Table 5 - Expected Resources – Priority Table

Explain how federal funds will leverage those additional resources (private, state and local funds), including a description of how matching requirements will be satisfied

The City leverages CDBG and HOME funds to the extent possible against other federal, state, local, and private funding to maximize project impact. Leveraging varies from activity to activity, depending on the project and availability of additional resources that are eligible for that type of use. The City recently received a grant award of $880,000 from the Michigan State Housing Development Authority (MSHDA), for the creation of affordable homes that are accessible/visitable. Construction of these homes will begin in FY 2024-2025. The City received a second grant award of $250,000 from MSHDA, for the rehabilitation of existing owner and non owner-occupied homes. These funds will allow the City to tackle even more existing property needs. Finally, the City is utilizing funds from the American Rescue Plan Act (ARPA) for an Expanded Rehabilitation Program. This $500,000 investment will provide rehabilitation services for owner and non owner-occupied

properties. Both the MSHDA and ARPA-funded rehabilitation programs feature a $25,000 per property project maximum, and both will allow the City to target its aging housing stock and support lower-income families.

The CDBG program does not require matching funds like the HOME Investment Partnerships Program. Generally, HOME requires a participating jurisdiction contribute or match 25% of HOME funds spent on affordable housing; however, Jackson has been 100% exempted from this requirement due to fiscal distress.

If appropriate, describe publicly owned land or property located within the jurisdiction that may be used to address the needs identified in the plan

Since 2012, City leaders accumulated tax foreclosed parcels not sold at public tax auctions with the end goal of amassing sufficient contiguous parcels in various areas to promote for redevelopment. One such area is at the corner of Franklin and Mechanic Streets where vacant parcels owned by the City of Jackson and CAA provided the impetus for an affordable housing collaboration. The Greater Jackson Habitat for Humanity used these parcels to construct four (4) new single family homes as the City's Community Housing Development Organization (CHDO) for sale to income qualified homeowners upon completion. The project location is immediately south of the downtown which has experienced significant growth and revitalization. These CHDO homes will neighbor a renovated YMCA Center currently under construction, with an expected completion date of June 2025.

Under new leadership since early 2020, City Administration is reassessing its need to continue amassing tracts of land. The City presently has been selling residential homes it acquired through tax reversion, and is allowing these residential properties to be purchased by responsible investors to fix and resell on the open market. The City also owns approximately 600 buildable residential lots, products of a multi-year demolition program aimed at reducing neighborhood blight. Utilizing ARPA funds, the City is offering down payment assistance to income-qualified buyers for the purchase of newly constructed homes on these vacant lots, as part of the "100 Homes Program." Builder/developer incentives are layered into this innovative program, and new homes are under construction. Similar builder/developer incentives are being offered outside of the 100 Homes Program, and as a result new homes are being built throughout the City, marking the beginning of an anticipated larger-scale neighborhood rebuilding process.

Annual Goals and Objectives

AP-20 Annual Goals and Objectives

Goals Summary Information

Sort Order	Goal Name	Category	Needs Addressed	Funding
1	Public Facilities/Infrastructure	Non-Housing Community Development	Streetlight Installation and Streetscape Improvements	CDBG: $517,201
2	Residential Rehabilitation	Affordable Housing	Homeowner Rehabilitation	CDBG: $250,000
3	Residential Demolition	Clearance and Demolition	Residential Demolition	CDBG: $200,000
4	Code Enforcement (legal)	Non-Housing Community Development	Code Enforcement	CDBG: $25,000
5	CHDO Reserve	Affordable Housing	Homebuyer Housing	HOME: $269,757

Table 6 – Goals Summary

Goal Descriptions

1	**Goal Name**	Public Facilities/Infrastructure
	Goal Description	Streetscape improvements (including tree planting, sidewalk and curb/gutter repairs), for the improvement of various neighborhoods; and streetlight installation
2	**Goal Name**	Residential Rehabilitation
	Goal Description	Zero interest, low repayment loans are made available to low-income households to correct emergency hazards or replace major components that have reached the end of their useful life before they become an emergency in their primary residence.
3	**Goal Name**	Residential Demolition
	Goal Description	Demolition of foreclosed, vacant, or abandoned and dilapidated publicly or privately owned property in low-income neighborhoods. Removal of hazardous buildings increases the quality of life and vitality of neighborhoods, supports property values, eliminates hazardous conditions, and reduces opportunities for criminal activities.
4	**Goal Name**	Code Enforcement (legal)
	Goal Description	Legal support to the Community Development Department in its efforts to improve low-income neighborhoods and properties through blight enforcement.
5	**Goal Name**	CHDO Reserve
	Goal Description	HOME funds set aside for future CHDO-eligible projects yet to be identified

Projects

AP-35 Projects – 91.220(d)

Introduction

The City of Jackson is funding projects to achieve the goals and objectives defined in the 2020-2024 Five-Year Consolidated Plan to generally improve the livability and accessibility of low-income neighborhoods. After several years of focusing CDBG funds towards the revitalization of the downtown, City leaders are now expanding assistance into the adjoining neighborhoods. The initial phase will focus on streetscape improvements, clearance of severely dilapidated residential structures, and rehabilitation. The fundamental goal is to improve the living conditions for the low- to moderate-income households residing in the three target areas specified in the Consolidated Plan.

Projects

#	Project Name
1	Streetlight Installation
2	Code Enforcement – Legal Services
3	2023 Residential Rehabilitation
4	2023 Residential Demolition
5	Streetscape Improvements
6	Rehabilitation Administration
7	General Administration/Planning
8	Community Housing Development Organization (CHDO) Reserve

Table 7 - Project Information

Describe the reasons for allocation priorities and any obstacles to addressing underserved needs

The level of CDBG funds Jackson receives annually is relatively low considering increasing costs to implement improvements and is insufficient to meet all the demands for assistance. Historically, attempting to fund as many projects as possible did little to impact the residents as a whole; therefore, the number of projects has decreased to ensure sufficient funding to complete activities which boost the community overall. City leaders recognize needs exist in the community but are also cognizant of many other non-housing needs it is solely responsible for, such as infrastructure improvements, park improvements, street lighting, etc. Reliance on non-profit and faith-based organizations to meet the low-income population's direct service needs through other available funding sources allows the City to focus on improving low-income neighborhoods which subsequently impacts the entire City.

AP-38 Project Summary

Project Summary Information

1	**Project Name**	Streetlight Installation
	Target Area	West of Henry Ford Allegiance Health; East of S Martin Luther King Jr Dr.
	Goals Supported	Public Facilities/Infrastructure
	Needs Addressed	Neighborhood Improvements
	Funding	CDBG: $367,201
	Description	Streetlight installation in CDBG-eligible areas to create safe and walkable neighborhoods and to encourage in-fill housing by developers
	Target Date	6/30/2025
	Estimate the number and type of families that will benefit from the proposed activities	Specific area(s) will be determined in the future
	Location Description	Specific area(s) will be determined in the future
	Planned Activities	Streetlight installation in CDBG-eligible areas to create safe and walkable neighborhoods and to encourage in-fill housing by developers
2	**Project Name**	Code Enforcement - City Attorney's Office
	Target Area	n/a
	Goals Supported	Code Enforcement (legal)
	Needs Addressed	Code Enforcement (Legal)
	Funding	CDBG: $25,000
	Description	The City Attorney’s Office provides legal services for various code enforcement activities including housing code enforcement and blight elimination, contract review, and approval.
	Target Date	6/30/2025
	Estimate the number and type of families that will benefit from the proposed activities	Approximately 300 cases will be filed for prosecution in the City's Administrative Hearings Bureau to help eliminate blight and improve neighborhood quality in the low-income residential areas of the City.
	Location Description	Various CDBG-eligible neighborhoods within the City of Jackson which are comprised of 51% or more low- to moderate-income residents.

	Planned Activities	Enforcement of various housing and blight ordinances to improve neighborhood conditions.
3	**Project Name**	2024 Residential Rehabilitation
	Target Area	West of Henry Ford Allegiance Health; East of S Martin Luther King Jr Dr, West of S Martin Luther King Jr Dr
	Goals Supported	Homeowner Rehabilitation
	Needs Addressed	Affordable Housing
	Funding	CDBG: $250,000
	Description	Provision of zero-interest, low repayment rehabilitation loans to low-income households to replace aged major components in the primary residence before they become an emergency.
	Target Date	6/30/2025
	Estimate the number and type of families that will benefit from the proposed activities	Specific sites will be determined in the future.
	Location Description	Specific sites will be determined in the future.
	Planned Activities	Ten (10) or more low-income homeowners will receive rehabilitation assistance.
4	**Project Name**	2024 Residential Demolition
	Target Area	West of Henry Ford Allegiance Health; East of S Martin Luther King Jr Dr, West of S Martin Luther King Jr Dr
	Goals Supported	Residential Demolition
	Needs Addressed	Residential Demolition
	Funding	CDBG: $200,000
	Description	Demolition of foreclosed, vacant, or abandoned residential properties within CDBG-eligible areas across the City.
	Target Date	6/30/2025
	Estimate the number and type of families that will benefit from the proposed activities	Limited to no more than 30% of the City's annual CDBG expenditures, approximately seven (7) residential structures will be demolished.
	Location Description	Eligible sites will be determined based upon Section 106 review and located in CDBG-eligible areas within the City.
	Planned Activities	Demolish foreclosed, vacant, or abandoned residential structures within CDBG-eligible neighborhoods.

5	**Project Name**	Streetscape Improvements
	Target Area	West of Henry Ford Allegiance Health; East of S Martin Luther King Jr Dr, West of S Martin Luther King Jr Dr
	Goals Supported	Public Facilities/Infrastructure
	Needs Addressed	Neighborhood Improvements
	Funding	CDBG: $150,000
	Description	Streetscape improvements to various City blocks, including sidewalk repairs, curb cuts, and the planting of street trees to encourage in-fill housing by developers
	Target Date	6/30/2025
	Estimate the number and type of families that will benefit from the proposed activities	Specific neighborhood blocks will be determined in the future.
	Location Description	Specific blocks will be determined in the future.
	Planned Activities	To be determined
6	**Project Name**	Rehabilitation Administration
	Target Area	Not applicable
	Goals Supported	Homeowner Rehabilitation
	Needs Addressed	Rehabilitation Administration
	Funding	CDBG: $150,000
	Description	All delivery costs directly related to carrying out housing rehabilitation activities, including staff, other direct costs, and service costs.
	Target Date	6/30/2025
	Estimate the number and type of families that will benefit from the proposed activities	Specific sites will be determined in the future.
	Location Description	Specific sites will be determined in the future.
	Planned Activities	Ten (10) or more low-income homeowners will receive rehabilitation assistance.
7	**Project Name**	Administration/Planning
	Target Area	Not applicable
	Goals Supported	Not applicable
	Needs Addressed	Administration/Planning

	Funding	CDBG: $150,000 HOME: $ 29,000
	Description	Overall program administration, including, but not limited to, salaries, wages, and related costs of grantee staff or others engaged in program management, monitoring and evaluation.
	Target Date	6/30/2025
	Estimate the number and type of families that will benefit from the proposed activities	Not applicable
	Location Description	Not applicable
	Planned Activities	Not applicable
8	**Project Name**	CHDO Reserve Activity
	Target Area	West of Henry Ford Allegiance Health; East of S Martin Luther King Jr Dr, West of S Martin Luther King Jr Dr
	Goals Supported	CHDO Reserve
	Needs Addressed	Affordable Housing
	Funding	HOME: $269,757
	Description	Funds held in reserve for use by a certified CHDO on future eligible activities
	Target Date	6/30/2028
	Estimate the number and type of families that will benefit from the proposed activities	Specific activities will be determined in the future.
	Location Description	Specific activities will be determined in the future.
	Planned Activities	To be determined

AP-50 Geographic Distribution – 91.220(f)

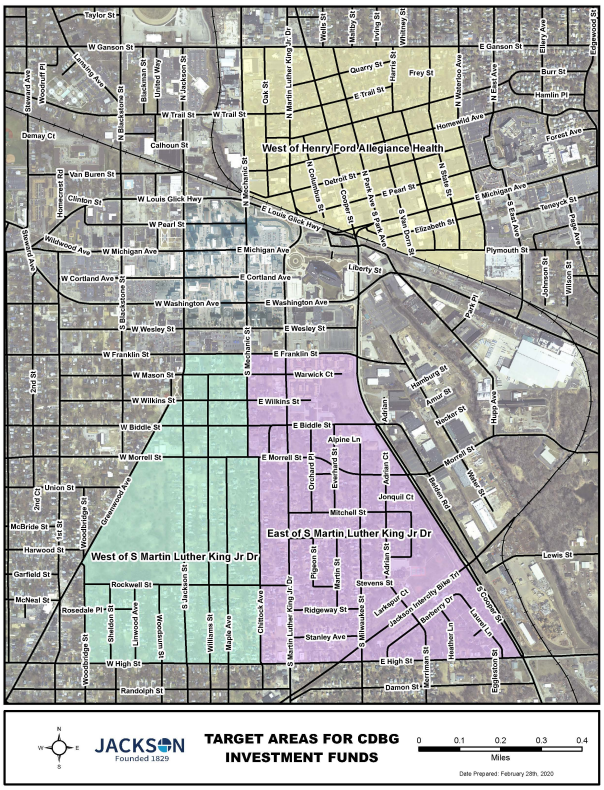
Description of the geographic areas of the entitlement (including areas of low-income and minority concentration) where assistance will be directed

The 2020-2024 Five-Year Consolidated Plan identified three (3) local target areas for funding allocation priorities:

West of Henry Ford Allegiance Health - Identified in the 2016 Master Plan as part of the Health and Downtown Neighborhoods, both of which were deemed transitional. This area was also labeled as place-making, forming part of the community's core and in the top tier for transit and non-motorized connectivity.

East of S Martin Luther King Jr Dr - Identified as the King Neighborhood in the 2016 Master Plan, it was noted that while among the most distressed in the City, it scored high in place-making. The King Neighborhood links the downtown to its southern borders and is accessible by transit. This area is home to 126 public housing units and 200 HUD-subsidized units. No major commercial business is located in the neighborhood.

West of S Martin Luther King Jr Dr - This area is partially in the Downtown and Partnership Park neighborhoods as identified in the 2016 Master Plan. While the Downtown neighborhood is labeled transitional, Partnership Park is deemed distressed.



Geographic Distribution

Target Area	Percentage of Funds
West of Henry Ford Allegiance Health	10%
East of S Martin Luther King Jr Dr	10%
West of S Martin Luther King Jr Dr	10%

Table 8 - Geographic Distribution

Rationale for the priorities for allocating investments geographically

The public reinvestment in the City of Jackson has concentrated on revitalizing the heart of the city – its downtown business district. With revival well on its way, investment in the residential neighborhoods immediately adjacent to the downtown is in order to build on the beautification and blight reduction efforts. The percentage of low- to moderate-income residents in these targeted areas ranges from 60.1% to 86.5%. Census Tracts 11 is also one (1) of only two (2) Racially and Ethnically Concentrated Areas of Poverty (R/ECAP) areas within the City limits.

Discussion

Efforts to expend grant funds in or near these target areas will be made to the greatest extent feasible. The City will provide year-end results in its Consolidated Annual Performance and Evaluation Report.

Affordable Housing

AP-55 Affordable Housing – 91.220(g)

Introduction

Over 90% of the City's housing stock was built before 1978; lower income homeowners are often unable to pay for the cost of repairs or obtain financing at affordable rates. Due to years of deferred maintenance and the likely presence of lead-based paint, fully rehabilitating owner-occupied housing has become cost prohibitive, hindering the City's ability to provide assistance. Available zero-interest, low repayment rehabilitation loans are now limited to replacing a home's major components that are nearing the end of their useful lifespan before they become an emergency.

New housing unit production is needed to increase the availability of affordable housing to the City's low-income residents pursuing the American Dream of homeownership. The City will utilize HOME funds for this purpose as specific projects are identified.

One Year Goals for the Number of Households to be Supported	
Homeless	0
Non-Homeless	10
Special-Needs	0
Total	10

Table 9 - One Year Goals for Affordable Housing by Support Requirement

One Year Goals for the Number of Households Supported Through	
Rental Assistance	0
The Production of New Units	0
Rehab of Existing Units	10
Acquisition of Existing Units	0
Total	10

Table 10 - One Year Goals for Affordable Housing by Support Type

AP-60 Public Housing – 91.220(h)

Introduction

The Jackson Housing Commission (JHC) has served as the City's Public Housing Authority (PHA) for over 60 years and also services all of Jackson County. JHC is considered a medium-sized agency providing 500 public housing units, 40 scattered-site single family homes, and up to 475 Housing Choice Vouchers (HCV).

Actions planned during the next year to address the needs to public housing

The JHC, in partnership with the City of Jackson, was awarded a HUD Choice Neighborhoods (CN) Planning Grant for the Downtown Jackson neighborhood. Jackson was one of only eight (8) communities nationwide that received the CN grant in 2021. Through the grant, the JHC worked with local residents and a variety of community stakeholders to create a forward-looking CN Plan with a strong commitment to diversity and inclusion**.** The Plan is centered on the redevelopment of JHC's Reed Manor property, which includes 292 units of low-income housing. The CN Plan seeks to replace 100% of those housing units within the neighborhood, or in other areas of opportunity as part of new mixed-income developments.

The JHC has successfully completed the planning phase of the CN grant, and intends to take steps to engage in the Choice Neighborhood HUD Notice of Funding Opportunity upon its release later this year.

Actions to encourage public housing residents to become more involved in management and participate in homeownership

Residents are encouraged to attend resident advisory board meetings, JHC board meetings, talk with their housing managers, and even the Executive Director if warranted. Annual surveys are distributed to tenants to get their opinions on real or perceived conditions at their complex and what improvements they would like to be considered.

During development of the CN Plan, resident engagement was at the center of the planning process. Residents were strongly encouraged to continue with that level of engagement to make their day-to-day lives better, including participation in the Resident Council, CN Steering Committee, and to serve as a Community Ambassador during the CN planning process. Data from the Resident Needs Assessment survey was analyzed, and the results helped shape the final proposal from the CN team. City staff are working with the CN team to identify possible land for housing development, City resources available, and other research/data that may inform their process moving forward.

If the PHA is designated as troubled, describe the manner in which financial assistance will be provided or other assistance

The JHC is currently labeled a troubled agency. New leadership is working to complete the JHC Annual Plan and the yearly audit, and is confident a successful audit will lead to the removal of the JHC from the HUD troubled list by July 1, 2024

AP-65 Homeless and Other Special Needs Activities – 91.220(i)

Introduction

The Jackson County Continuum of Care (CoC) is the local homeless assistance planning group, which encourages community collaboration to address housing and homeless needs. The CoC is comprised of representatives from a variety of non-profit entities, faith-based organizations, community stakeholders, and state and local governments serving households and individuals experiencing housing crises. The group's focused, structured approach identifies existing needs and resources, detects gaps in service, and monitors emerging conditions. Funding received by the CoC is used to prevent homelessness, rapidly re-house people in a housing crisis, and transform the system so more people can obtain and maintain housing.

Homeless providers in Jackson County use a Homeless Management Information System (HMIS) to collect client-level data, the provision of housing to homeless individuals and families, and persons at risk of homelessness. The CoC also participates in an annual Point-in-Time (PIT) Count where volunteers count both sheltered and unsheltered persons experiencing homelessness on a single night in January.

Describe the jurisdictions one-year goals and actions for reducing and ending homelessness including:

- **Reaching out to homeless persons (especially unsheltered persons) and assessing their individual needs**

City staff will continue to participate with the CoC, including subcommittees, to the extent feasible. It is important not only to keep City leaders aware of the community's health and emerging needs, but also to impart knowledge and understanding of government capabilities and limitations. Exchange of information is essential along with actionable participation by City staff.

Homeless facilities and services are managed and provided through agencies that participate with the CoC. Outreach is conducted at emergency shelters, domestic violence shelters, with youth providers, and through street outreach to locate potential participants. Case managers complete an initial assessment to prioritize need and set housing stability goals.

- **Addressing the emergency shelter and transitional housing needs of homeless persons**

The CoC adopted a Coordinated Entry policy which ensures people with the greatest needs receive priority for any type of housing and homeless assistance. Coordinated Entry does not screen people out for assistance because of perceived barriers to housing or services including, but not limited to, lack of employment or income, drug or alcohol use, or having a criminal record. Clients are linked to community resources which best meet their immediate and future needs.

On November 9, 2021, the Jackson City Council authorized the official creation of the Jackson Affordable Housing Development Board (AHDB). The intent of the Board is to promote the health, safety and general welfare of the people of the City of Jackson, by serving as an advisory body to the Jackson City Council. The AHDB shall: propose remedies on the implementation of housing goals, objectives, and policies that support economically integrated housing opportunities in the development or rehabilitation of housing; stimulate the production and preservation of owner-occupied and non-owner occupied housing available to low income individuals or families, and; optimize benefits available to low and moderate-income residents by incentivizing affordable residential housing projects within the City of Jackson.

The mission of the AHDB is to promote safe, healthy, and affordable housing. Tasked with recommending the expenditure of $3.5 million of funds from the American Rescue Plan Act (ARPA), this board is comprised of community members and provides recommendations to the Jackson City Council. To assist with the allocation of its ARPA funds, the City of Jackson contracted with Guidehouse, a national firm tasked with navigating the many federal regulations associated with ARPA funds. To aid the AHDB in their work, Guidehouse embarked on a multi-month study of housing needs in the City of Jackson. They released their Housing Strategy and Policy Framework in 2022, a comprehensive and data-driven analysis of Jackson's current & future housing needs.

Utilizing ARPA funds, the City is supporting the work of Residents in Action, a local grassroots nonprofit, to provide homeless housing in the former T.A. Wilson school and an encampment of pallet shelters. Countless families and individuals are receiving food, shelter, intervention, and supportive services at the T.A. Wilson facility. A proposal from Residents in Action was recently accepted for the purchase and full-time management of the T.A. Wilson School.

- **Helping homeless persons (especially chronically homeless individuals and families, families with children, veterans and their families, and unaccompanied youth) make the transition to permanent housing and independent living, including shortening the period of time that individuals and families experience homelessness, facilitating access for homeless individuals and families to affordable housing units, and preventing individuals**

and families who were recently homeless from becoming homeless again

Homeless households are encouraged to obtain an assessment and linkage to available services to help resolve their housing crisis through CAA. Outreach staff is strategically placed in the community to ensure homeless or at-risk households are aware of community resources to prevent or end homelessness. The housing assessment program will continue to assess at-risk households to prevent homelessness by using available prevention resources, shelter diversion tactics, and linkage to mainstream resources to avoid loss of housing.

- **Helping low-income individuals and families avoid becoming homeless, especially extremely low-income individuals and families and those who are: being discharged from publicly funded institutions and systems of care (such as health care facilities, mental health facilities, foster care and other youth facilities, and corrections programs and institutions); or, receiving assistance from public or private agencies that address housing, health, social services, employment, education, or youth needs.**

Preventing homelessness from occurring at all is the most effective means to avoid trauma to families and the creation of a larger crisis which might prevent a household from moving forward successfully. CAA receives funding from HUD to operate a rapid re-housing program, providing short-term assistance to persons at risk of becoming homeless. Coordinating with mainstream providers continues to support effective and efficient access to mainstream benefits by eligible participants.

On September 21, 2021, the City of Jackson was notified that it was eligible to receive $1,137,398 in HOME Investment Partnerships Program – American Rescue Plan (HOME-ARP) funds from the U.S. Department of Housing and Urban Development upon approval of this Allocation Plan. The purpose of this supplemental funding is to provide homelessness assistance and supportive services through several eligible activities, which include: the production or preservation of affordable housing; tenant based rental assistance (TBRA); supportive services (including homeless prevention services and housing counseling); the purchase or development of non-congregate shelters; administration and planning; and Non-profit operating and capacity building assistance. The City's Allocation Plan was approved by HUD in the Spring of 2023, describing the distribution of HOME-ARP funds and identifying any preferences for eligible activities which primarily assist the HOME-ARP qualifying populations, including: homeless persons; persons at risk of becoming homeless; those fleeing or attempting to flee domestic violence, dating violence, sexual assault, stalking, or human trafficking; other populations where assistance would prevent the family's homelessness or serve those with the greatest risk of housing instability; and, veterans and families that include a veteran family member that meet one of the preceding criteria. The City of Jackson has identified three target areas for funding: rental housing construction, rental housing rehabilitation, and supportive services. The City reviewed proposals from local housing nonprofits for the creation of affordable rental housing with HOME-ARP funds. City leaders and staff will work with selected partners to ensure the creation of affordable rental housing and the ongoing affordability of that housing for identified target populations.

AP-75 Barriers to affordable housing – 91.220(j)

Introduction:

Conversations with local housing providers reveal affordable housing in Jackson may not necessarily be limited to a specific type of housing but rather addressing the issues that interfere with obtaining housing. Examples of barriers include, but are not limited to, the following:

- Landlords unaware of the laws governing rental housing, including Fair Housing laws and prohibited discriminatory practices.
- Tenants who do not realize their rights as it pertains to rental housing, including Fair Housing laws and awareness of discriminatory practices.
- Exorbitant security deposits, non-refundable application fees, and unaffordable deposits for utilities.
- Inability to obtain utilities in tenant's name.
- Limited public transportation options.
- Poor credit history, especially for youth just out of college, persons facing unexpected life issues, or spoiled as part of a domestic violence situation.
- Rejection of service animals in the unit.
- Refusal to accept Housing Choice Vouchers or charging rents that don't qualify for fair market rent.
- People who are routinely discriminated against often don't notice or identify discrimination. If discrimination is suspected, the tenants are often more interested in finding housing to meet their immediate need rather than going through a lengthy appeal process.

Actions it planned to remove or ameliorate the negative effects of public policies that serve as barriers to affordable housing such as land use controls, tax policies affecting land, zoning ordinances, building codes, fees and charges, growth limitations, and policies affecting the return on residential investment

The City of Jackson does not intentionally create policies, codes, or rules that create barriers to affordable housing, but rather faces the same realities experienced by most municipalities – increasing construction costs, complexity of financing for larger projects, and an affordability gap between incomes and housing costs. Likewise, most policies, ordinances, and/or codes are established to maintain compliance with local, state, and federal guidelines or for health and safety reasons.

City staff will continue to participate with the CoC in developing strategies to remove or ameliorate barriers to affordable housing. The CoC has identified several strategies to implement, including, but not limited to, the following:

- Further the Landlord Advocacy and Education position currently funded for the short term.
- Work with landlords to determine what they would require to expand the number of units available to subsidy.
- Increase the number of landlords willing to rent to Housing Choice Voucher holders.
- Develop a multi-sector strategy to reduce issues involving utilities as a barrier to housing.

AP-85 Other Actions – 91.220(k)

Introduction:

The projects and activities identified in this 2024-2025 Annual Action Plan coincides with the goals and priorities identified in the 2020-2024 Five-Year Consolidated Plan.

Actions planned to address obstacles to meeting underserved needs

City staff will continue to maintain its network of state and local public agencies and non-profit service providers. The use of CDBG or HOME funds to meet underserved needs will be subject to fluctuations in annual funding. Funds may or may not be allocated accordingly.

Actions planned to foster and maintain affordable housing

The City assists low-income homeowners with housing maintenance and emergency repairs through zero interest, low repayment loans. In addition, homebuyer activities involve the construction of new single family homes and the rehabilitation of 16 former LIHTC rental units being purchased by income qualified first-time homebuyers.

The City partnered with the Jackson Housing Commission (JHC) to develop a Choice Neighborhoods Plan to address public needs. The City has fully supported the planning process in the hopes of securing a future grant to fund actionable activities. The City is also supporting the JHC as it undergoes a leadership transition.

The Jackson City Council also adopted an Affordable Housing ordinance in late 2021, adding Article IX - Affordable Housing Development Board to its Housing ordinance found at Chapter 14 of the City of Jackson Code of Ordinances. The purpose and intent of adding Article IX to Chapter 14 is to:

1) Promote the health, safety, and general welfare of the people of the City of Jackson through the implementation of housing goals, objectives, and policies that support economically integrated housing opportunities in the development or rehabilitation of housing;
2) Stimulate the production and preservation of owner-occupied and non-owner occupied housing available to low-income individuals or families; and
3) Optimize benefits available to low- and moderate-income residents by incentivizing affordable residential housing projects.

The City continues to leverage additional funds separate from the CDBG and HOME programs for the construction of new affordable housing and the rehabilitation of existing housing. ARPA funds are being used to support down payment assistance for new single-family construction as part of the 100 Homes Program. ARPA funds are also being used for an additional rehabilitation program designed for owner and non owner-occupied properties. MSHDA funds are being used to support the construction of affordable and accessible/visitable homes, and for the rehabilitation of existing homes needing energy efficiency improvements. HOME-ARP funds are being used to support the construction of affordable rental housing and the rehabilitation of existing structures.

Actions planned to reduce lead-based paint hazards

Inspections of non-owner occupied housing units will continue to assess deteriorated paint and will be cited as a violation and ordered repaired before a certificate of compliance is issued to the property owner. Any rehabilitation activities that may disturb painted surfaces in a home will receive a combination lead paint inspection/risk assessment and, if hazards exist, will be treated according to the Lead Safe Housing Rule. All actions taken to remediate an identified lead hazard must be approved through a lead clearance examination. The State of Michigan's Department of Health and Human Services recently included Jackson as a target community to address lead hazards through their funding resources.

Actions planned to reduce the number of poverty-level families

The City of Jackson has neither the facilities nor resources to carry out programs directly targeted at reducing the number of households at or below the poverty level. However, through the use of CDBG and HOME funds, the City offers services and programs to make housing affordable to it low- to moderate-income homeowners:

- *Rehabilitation* – up to $25,000 is available through five (5) year, zero-interest, deferred loans with a partial low repayment component. Eligible homeowners receive assistance to upgrade major components nearing the end of their life cycle before they become emergencies. Additional HOME funds are also being used for the rehabilitation of Community Action Agency-sponsored homes in the Partnership Park area.
- *Homebuyer New Construction* –The Greater Jackson Habitat for Humanity constructed four (4) new single family homes as the City's Community Housing Development Organization (CHDO). Homes were sold to qualified low-income buyers upon competition, with the final home completed in December 2023.

In addition, the City ensures tenants have decent, safe, and sanitary living conditions through its Housing Code Enforcement (HCE) program (not federally funded). The HCE program also improves neighborhood living conditions through enforcement of various blight ordinances, such as garbage, inoperable vehicles, noxious weeds and trees, and zoning violations.

Actions planned to develop institutional structure

City staff will continue active participation with the CoC and other collaborative meetings as may be necessary to remain aware of the community's health and emerging needs. Close monitoring of projects implemented by other City departments will ensure compliance with federal rules and regulations and the timely expenditure of CDBG funds. Technical assistance is available to agencies receiving grant funds to aid in conformance.

Actions planned to enhance coordination between public and private housing and social service agencies

Active participation through the Choice Neighborhoods Planning Grant process has strengthened the relationship between the City, the JHC, and various other community service providers. Members of the CoC, of which the City participates, represent various public and non-profit agencies in Jackson that provide mainstream and specialized services to homeless, non-homeless special needs, and general populations and subpopulations. Discussion at monthly CoC meetings always includes identification of emerging needs or gaps in service that need attention. The City reviewed proposals from local housing nonprofits for the creation of affordable rental housing with HOME-ARP funds. City leaders and staff will work with selected partners to ensure the creation of affordable rental housing and the ongoing affordability of that housing for targeted populations, as identified by HUD. The City will also work with the selected purchaser of the former T.A. Wilson School to ensure quality services are provided to the most vulnerable populations.

Program Specific Requirements

AP-90 Program Specific Requirements – 91.220(l)(1,2,4)

Introduction:

While similar in many ways, CDBG and HOME are governed under separate federal regulation with certain requirements specific to each grant. The information below addresses those specific requirements.

Community Development Block Grant Program (CDBG)
Reference 24 CFR 91.220(l)(1)

Projects planned with all CDBG funds expected to be available during the year are identified in the Projects Table. The following identifies program income that is available for use that is included in projects to be carried out.

1. The total amount of program income that will have been received before the start of the next program year and that has not yet been reprogrammed	0
2. The amount of proceeds from section 108 loan guarantees that will be used during the year to address the priority needs and specific objectives identified in the grantee's strategic plan	0
3. The amount of surplus funds from urban renewal settlements	0
4. The amount of any grant funds returned to the line of credit for which the planned use has not been included in a prior statement or plan.	0
5. The amount of income from float-funded activities	0
Total Program Income	0

Other CDBG Requirements

1. The amount of urgent need activities	0
2. The estimated percentage of CDBG funds that will be used for activities that benefit persons of low and moderate income.	70.00%

Overall Benefit - A consecutive period of one, two or three years may be used to determine that a minimum overall benefit of 70% of CDBG funds is used to benefit persons of low and moderate income. Specify the years covered that include this Annual Action Plan.

HOME Investment Partnership Program (HOME)
Reference 24 CFR 91.220(l)(2)

1. A description of other forms of investment being used beyond those identified in Section 92.205 is as follows:

   Forms of investment beyond those identified in 24 CFR 92.205 will not be utilized under this plan.

2. A description of the guidelines that will be used for resale or recapture of HOME funds when used for homebuyer activities as required in 92.254, is as follows:

   The City of Jackson controls the resale of homebuyer property during the period of affordability using the recapture option as follows:

   1) Should a homebuyer receiving a direct HOME subsidy in the amount of $5,000 or less sell the property during the affordability period, repayment of the entire direct HOME subsidy will be triggered.

   2) Should a homebuyer receiving a direct HOME subsidy in excess of $5,000 sell the property during the affordability period, repayment of the direct HOME subsidy will be directly tied to the length of time the homebuyer has occupied the home in relation to the period of affordability.

   If there are no net proceeds from the sale or the net proceeds are insufficient to repay the HOME subsidy due, the City will recapture the amount of the net proceeds, if any. Recaptured funds will be used for any HOME-eligible activity. The homeowner will receive a return on investment only if there are remaining net proceeds from the sale after payment of all outstanding mortgages, including the HOME mortgage and closing costs.

3. A description of the guidelines for resale or recapture that ensures the affordability of units acquired with HOME funds? See 24 CFR 92.254(a)(4) are as follows:

   The City's recapture/resale guidelines for acquired properties are the same as noted above under Paragraph 2.

4. Plans for using HOME funds to refinance existing debt secured by multifamily housing that is rehabilitated with HOME funds along with a description of the refinancing guidelines required that will be used under 24 CFR 92.206(b), are as follows:

   Activities in this plan do not include refinancing of existing debt secured by multifamily housing rehabilitated with HOME funds.

JACKSON
Founded 1829

MEMO TO: Mayor and City Councilmembers

FROM: Jonathan Greene, City Manager

DATE: May 14, 2024

SUBJECT: Amend portions of Chapter 15 of City Code of Ordinances

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Recommendation:

Amend portions of Chapter 15 Department of diversity, equity, and inclusion to place the Youth Council directly responsible to the Department of diversity, equity, and inclusion.

DEPARTMENTAL REPORT

MEMO TO: City Manager

FROM: Jonathan Greene

DATE: May 6, 2024

RECOMMENDATION: Amend portions of Chapter 15 Department of diversity, equity, and inclusion to place the Youth Council directly responsible to the Department of diversity, equity, and inclusion.

ISSUE STATEMENT

When created the Youth Council was a subcommittee of the Human Relations Commission. The Youth Council plays a vital role in shaping policy related to young people in Jackson. By making the Youth Council report directly to the Department of diversity, equity, and inclusion they can play a more active role in researching and recommending policy.

DESCRIBE THE CONSEQUENCES

If left the way it is, the Youth Council will continue to be a subcommittee of the Human Relations Commission and face a difficult time influencing city policy.

OWNERSHIP

As City Manager it is my job to ensure broad effectiveness of City functions. A change is needed in order to make a positive difference in the City of Jackson.

SOLUTION

After carefully studying the situation and reflecting on the purpose of the Department of diversity, equity, and inclusion, the best solution is to have the Department directly coordinate and oversee Youth Council functions.

FACILITATE IMPLEMENTATION

Amend portions of Chapter 15 Department of diversity, equity, and inclusion to place the Youth Council directly responsible to the Department of diversity, equity, and inclusion.

Chapter 15 DIVERSITY, EQUITY, INCLUSION[1]

ARTICLE I. IN GENERAL

Sec. 15-1. Department of diversity, equity, and inclusion.

There is hereby established a department of diversity, equity and inclusion, which shall be headed by the chief equity officer. The chief equity officer shall be responsible for developing and executing diversity, equity, and inclusion programing within the framework of local, state and federal law; advising the city manager as to social problems in the community having a bearing on community relations; and making periodic reports to the city manager on significant developments in the diversity, equity, and inclusion programing. He shall serve as executive secretary to the human relations commission, the youth council, and the racial equity commission, and provide professional assistance, including staff leadership, to those bodies. He shall be the official liaison person in assisting the human relations commission, the youth council, and the racial equity commission in discharging their respective duties and responsibilities.

(Ord. No. 2020-14, § 2, 9-8-20)

Sec. 15-2. Chief equity officer.

The city manager shall have the power to appoint and remove the chief equity officer. The city manager shall consult with the human relations commission, the youth council, and the racial equity commission before making any appointments to a vacancy in such position, or in removing an incumbent in such position. If any instance of the removal of an incumbent from such position by the city manager is objected to formally by two-thirds of the entire membership of the human relations commission or racial equity commission, the human relations commission or racial equity commission may request a review by the city council of the action taken by the city manager.

(Ord. No. 2020-14, § 2, 9-8-20)

Sec. 15-3. Bids, nondiscrimination clauses.

All bids submitted to the city for furnishing of labor and/or material shall be accompanied by a statement signed by the bidder that they will not discriminate in hiring policies or in the performance of a contract for the city, on account of religion, race, color, national origin, ancestry, age, sex, sexual orientation, gender identity or expression, familial status, marital status, source or level of income, height, weight, religious or political opinion, union affiliation, and physical or mental handicap.

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[1]Editor's note(s)—Ord. No. 2020-14, § 2, adopted September 8, 2020, amended the former ch. 15, §§ 15-1—15-5, 15-31—15-39, and enacted a new art. IV, §§ 15-81—15-85 as set out herein. The former ch. 15 pertained to human relations and derived from Code 1977, § 1.138, 1.138a, 1.155(1)—(8).

Cross reference(s)—Administration, Ch. 2; fair housing, § 14-131 et seq.

State law reference(s)—Elliot-Larsen Civil Rights Act, MCL 37.2101 et seq.

(Ord. No. 2020-14, § 2, 9-8-20)

Sec. 15-4. Employment policy.

It is the policy of the city to promote and encourage the recruitment, hiring, training and advancement of all persons and not to discriminate against any employee or applicant for employment because of religion, race, color, national origin, ancestry, age, sex, sexual orientation, gender identity or expression, familial status, marital status, source or level of income, height, weight, religious or political opinion, union affiliation, and physical or mental handicap unrelated to the individual's ability to perform the duties of a particular job or position.

(Ord. No. 2020-14, § 2, 9-8-20)

Sec. 15-5. Department established, funding.

(a) There is hereby established a fund activity for "Diversity, Equity and Inclusion" which may be appropriated each year by the city council. All such monies as are appropriated to the diversity, equity and inclusion fund activity may be accumulated and expended for such activities, from time to time, to carry out the powers and duties of the department, as well as the human relations commission or the racial equity commission. Provided, however, that any unexpended or un-appropriated balance in the budget activity may, from time to time, be re-appropriated by the city council for any such other public purposes as permitted by law which the city council shall deem necessary or proper.

(b) The city may accept monetary gifts, grants, donations, or awards for the purposes of carrying out the powers and duties of the diversity, equity and inclusion department into the diversity, equity and inclusion fund. The human relations commission, the youth council, and the racial equity commission may work with nonprofits or other organizations to raise funds for projects and activities as either commission sees fit. Crowd-funding, and other fundraising mechanisms, may be used to solicit donations.

(c) All funds raised through private donations shall be placed into the diversity, equity and inclusion fund activity and shall be restricted and expended for only activities as outlined in this section.

(Ord. No. 2020-14, § 2, 9-8-20)

Secs. 15-6—15-30. Reserved.

ARTICLE II. HUMAN RELATIONS COMMISSION

Sec. 15-31. Created, purposes.

(a) There is hereby created a human relations commission, which shall be an official agency of local government, responsible for advising and making recommendations to the city manager and city council concerning good human relations, combating discrimination within the community wherever it exists, and for acting to promote needed change.

(b) Resources of the local government shall be made available to assist the human relations commission in executing its duties, powers and responsibilities, and the city manager shall make staff available to assist the human relations commission in executing its obligations to the citizenry, consistent with the annual budget. The commission may also receive funding from other sources.

(c) It shall be the responsibility of the department of diversity, equity and inclusion to provide professional staff assistance to the human relations commissions in executing its day-to-day operations. In addition, the city manager may provide additional staff assistance through the various departments of the city to the human relations commission, as they deem necessary, in the gathering of information, development of and implementation of policies and programs which will improve the quality of life within the community.

(Ord. No. 2020-14, § 2, 9-8-20)

Sec. 15-32. Duties, powers and responsibilities.

The human relations commission as the recognized agency of the city government in the area of human relations shall:

(1) Promote mutual understanding, dignity, and respect among all racial, religious, and nationality groups, and work to discourage and prevent discriminatory practices against any such group.

(2) Disseminate information and educational materials and reports which will assist in the elimination of prejudice, intolerance, intergroup tension and discrimination, or which will promote goodwill.

(3) Formulate and carry out programs of community education and training, by itself or in cooperation with other agencies, organizations or associations, public and private, for the purpose of discouraging and eliminating intergroup tension, discrimination, harassment or prejudice.

(4) Establish procedures and conduct mediation and conciliation when conflict concerning good human relations arises.

(5) Assist the city in providing equal employment in all departments and levels of government, and equal services to all citizens.

(6) Assist with review and monitoring of the city's contract compliance program.

~~(7) Appoint a youth council as a subcommittee of the human relations commission and supervise the work of the youth council.~~

(8) Be an interpreter of the sentiments of the community and an agent within the government to foster programs, policies, and procedures for ensuring community progress in all human relations areas.

(9) Provide leadership in recognizing and resolving potential problems through its advisory capacity to the city manager and city council through development of specific programs designed to foster the kinds of social change needed to make this city a better place for all citizens.

(10) Review the status of social services provided to residents of this city, including the nature, quality, effectiveness, availability and accessibility thereof. To this end, the commission shall maintain a liaison with the appropriate local, county, and state government agencies, as well as private community service organizations.

(11) Make recommendations concerning programs and seek the establishment of programs that will provide a better quality of life in the areas of mental health and general health services; substance abuse services, and other services for the people of the city.

(12) Prepare and submit an annual report of its activities to the city council and to make other reports and recommendations to the city council as deemed necessary for the furtherance of improved human relations in the city.

(Ord. No. 2020-14, § 2, 9-8-20)

Sec. 15-33. Composition and method of appointment.

The human relations commission shall consist of nine (9) citizens of which at least five (5) must be residents of the city. Members of the human relations commission shall serve without pay. Nominations to fill vacancies in the commission shall be made by the commission to the mayor; at least one (1) nominee shall be named for each appointment which is to be made. The mayor shall appoint members from such lists as are submitted by the human relations commission or city council, subject to confirmation by the city council. The mayor shall have the right to request additional nominations on any appointment to be made. The human relations commission nominating committee shall consult with the mayor prior to the submission of nominees.

(Ord. No. 2020-14, § 2, 9-8-20)

Sec. 15-34. Membership.

(a) The membership of the human relations commission shall be broadly representative of the citizens of the city.

(b) The human relations commission may appoint up to three (3) ex-officio members to the human relations commission for indefinite terms to serve at the pleasure of the human relations commission. These persons shall be representatives of generally recognized community organizations, who can serve as resource persons and/or serve on committees. In addition, one (1) city councilmember shall be an ex-officio member of the human relations commission, who shall be appointed to said body in accordance with policies established by the mayor and city council. Such ex-officio members have the right to participate in the proceedings of the commission, but shall not have the right to vote.

(Ord. No. 2020-14, § 2, 9-8-20)

Sec. 15-35. Tenure, vacancies.

All appointments for vacancies on the human relations commission shall be made in accordance with the following schedule:

(1) One appointment for a three-year term commencing on January 1, 1995 and ending on December 31, 1997.

(2) Three (3) appointments for three-year terms commencing on January 1, 1996 and ending on December 31, 1998.

(3) Two (2) appointments for two-year terms commencing on January 1, 1996 and ending on December 31, 1997.

(4) One appointment for a three-year term commencing on January 1, 1997 and ending on December 31, 1999.

(5) Two (2) appointments for two-year terms commencing on January 1, 1998 and ending on December 31, 1999.

Upon expiration of the appointments ending on December 31, 1999, three (3) appointments shall be made annually for three-year terms. In the event of a vacancy, the mayor shall appoint a replacement to serve the unexpired term.

(Ord. No. 2020-14, § 2, 9-8-20)

Sec. 15-36. Meetings, interval, places, quorum, effect of absences.

The human relations commission shall meet in accordance with a schedule it adopts in January of a calendar year, in a place that is accessible to the general public. The human relations commission shall establish rules and procedures for the conduct of its business. Five (5) members of the human relations commission shall constitute a quorum. In the event that any member shall be absent without valid excuse approved by the human relations commission from more than three (3) of the regularly called meetings of the commission during any one (1) calendar year, his or her position on the commission shall be considered vacant.

(Ord. No. 2020-14, § 2, 9-8-20)

Sec. 15-37. Youth council intent and purposes.

The city council hereby directs the Department of diversity, equity, and inclusion ~~human relations commission~~ to create a City of Jackson Youth Council, that is a subcommittee of the Department of diversity, equity, and inclusion ~~human relations commission~~ and that takes direction from and answers to the Department of diversity, equity, and inclusion~~human relations commission~~. The youth council will encourage diversity and adaptability of government through younger perspectives and help to formulate plans for long-term community success.

(Ord. No. 2020-14, § 2, 9-8-20)

Sec. 15-38. Powers and duties of the youth council.

The youth council may make recommendations to the Department of diversity, equity, and inclusion ~~human relations commission~~ concerning the needs and concerns of the youth population and the appropriate means by which public and private agencies in cooperation with volunteer efforts may address such needs and concerns. All programs and activities of the youth council will be sent to the Department of diversity, equity, and inclusion ~~human relations commission~~ for approval. The duties of the youth council shall include the following:

(a) To act as a conduit between the city council and the city's youth population to communicate the priorities of the youth population of the city to the city government;

(b) To encourage greater education in civics in local schools;

(c) To develop programming to foster greater civic engagement of the youth population;

(d) To advise the human relations commission on strategies to make the City of Jackson more attractive to youth and conducive to retention of local youth.

(e) To recommend to the Department of diversity, equity, and inclusion ~~human relations commission~~ ways to attract diverse cultures to the community and to foster the community involvement and engagement of a diverse youth population;

(f) To develop programs to help combat health issues facing the youth population such as reducing teenage pregnancy, facilitating smoking cessation, and reducing drug use;

(g) To develop programs to reduce youth violence; combat bullying, discrimination and racism; and encourage compassionate cooperation with other youth;

(h) To develop strategies to foster community service in the city's youth population;

(i) To raise funds for programs that foster the purposes of the youth council and to foster public/private partnerships to support youth issues. Mechanisms for fundraising may include but are not limited to crowdfunding, grants, and gifts from corporation, foundations, and individual donors;

(j) To provide an annual "State of our Youth" report to the Department of diversity, equity, and inclusion ~~human relations commission~~ on the youth population in Jackson along with the activities of the youth council;

(k) To address any other issues affecting the city's youth population while collaborating with community partners.

(Ord. No. 2020-14, § 2, 9-8-20)

Sec. 15-39. Appointment of youth council members.

In consultation with the city attorney's office, the Department of diversity, equity, and inclusion ~~human relations commission~~ shall determine the number of youth council members and determine the selection criteria for youth council members. The mayor shall appoint members recommended by the Department of diversity, equity, and inclusion, or city council, subject to confirmation by the city council.~~The human relations commission shall have the power to appoint and remove members of the youth council and shall determine the procedure for appointment and removal~~. The Department of diversity, equity, and inclusion~~human relations commission~~ shall adopt rules of procedure for the youth council.

While scholastic achievement is a factor in the selection of youth council members, diversity in race, gender, cultural and socio-economic status, as well as diversity in physical and intellectual abilities, will be important to the selection of members so that all as many members of the youth population as possible can be represented by the youth council. It is the desire of the city council to have youth from all walks of life and all abilities participating in the youth council. A demonstrated commitment to school and/or community involvement will also be a factor in the selection of members of the youth council.

(Ord. No. 2020-14, § 2, 9-8-20)