



AGENDA - CITY COUNCIL

Tuesday, May 28, 2024

6:30 PM

1. CALL TO ORDER.

2. PLEDGE OF ALLEGIANCE.

A. Invocation to be given by Sixth Ward Councilmember Will Forgrave

3. ROLL CALL.

4. ADOPTION OF AGENDA.

5. PRESENTATIONS/PROCLAMATIONS.

6. PUBLIC HEARINGS.

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 May 14, 2024 regular meeting of the Jackson City Council

B. Traffic Control Order 2396 - Intersection of Oakridge and Grovedale

Approve Traffic Control Order 2396 to install "Three Way Stop" signs at the intersection of Oakridge Drive at North Grovedale Avenue.

C. Special Event Application: Jackson Family Pride Picnic

Approve a request from the Jackson Pride Center to host the Pride Family Picnic on August 18, 2024 in Horace Blackman Park.

D. Special Event Application: Jackson Pride Festival

Approve a request from the Jackson Pride Center to host the Pride Festival on June 29, 2024 in Horace Blackman Park, True Community Credit Union City Square, Bucky Haris Park, and the streets of downtown Jackson.

E. Special Event Application: Grand River Farmers Market

Approve a request from the Jackson DDA to host the Grand River Farmers Market on Fridays and Saturdays from May through September 2024 at the Grand River Farmers Market Pavilion.

F. Special Event Application: Children's Grand River Farmers Market

Approve a request from the Jackson DDA to host the Children's Grand River Farmers Market July 27, 2024 at the Grand River Farmers Market Pavilion.

G. Appointments to Environmental Commission

Approve the Mayor's recommendation to appoint Inali Hathaway and Sam Kloos to fill vacancies on the Environmental Commission for a three-year term, beginning June 1, 2024 and expiring on May 31, 2027.

H. Appointment to the Historic District Commission

Approve the Mayor's recommendation to appoint Stephen Ansuini to the Historic District Commission for a term of three years beginning immediately and ending on December 31, 2026.

I. Appointments to Jackson Public Arts Commission

Approve the Mayor's recommendation to appoint Inali Hathaway and Christy Davis to the Jackson Public Arts Commission for a term of three years, beginning immediately and ending on May 27, 2027.

J. Appointments to Youth Council

Approve the Mayor's recommendation to appoint Amaurion Moore and Tyshon Gray to the Youth Council for a term of 3 years, expiring on 5/27/27.

K. Appointments to Affordable Housing Development Board

Approve the Mayor's recommendation to appoint Kari Kidder McQuown and James Garner to the Affordable Housing Development Board for a five-year term, beginning immediately and ending on December 31, 2029.

L. Appointment to Martin Luther King Corridor Improvement Authority

Approve the Mayor's recommendation to appoint James Garner to fill a vacancy on the Martin Luther King Corridor Improvement Authority for a term of 2 years, beginning immediately and expiring on 12/31/26.

10. OTHER BUSINESS.

- A. East Side Economic Development Update

- B. Ordinance No. 2024-02

Approve second reading and final adoption of Ordinance No. 2024-02 amending Chapter 15, Article I of the Jackson Code of Ordinances providing the Jackson Youth Council with direct support from City Staff by way of the Department of diversity, equity, and inclusion.

11. NEW BUSINESS.

- A. Proposed Annual Budget Resolution for Fiscal Year 2024-2025

Adoption of the Annual Budget Resolution for Fiscal Year 2024/25.

- B. 2024 Summer Tax Bill Delinquent Invoices

Approve the resolution placing delinquent invoices on the 2024 summer tax bills.

- C. 2025 Freightliner M2 106 PLUS Cab and Chassis from D&K Truck Company

Approval of the purchase of a 2025 Freightliner M2 106 PLUS Cab and Chassis from D&K Truck Company for \$122,559, and Elliptical Dump Body Build-out from Truck & Trailer Specialties for \$51,440 for a total of \$173,999 (this cost includes a 7% contingency), through MiDeal contract Numbers 200000000034 and 240000000095.

- D. Road Salt FY 2024/2025

Approval of the purchase of 4,000 tons of road salt from Detroit Salt Company for \$80.21 per ton for a total of \$320,840 for the 2024/2025 winter season

- E. Johnny's Tree Service Extension.

Approval of the final one-year contract extension with Johnny's Tree Service, Inc., for as-needed tree trimming, tree removals, and stump grinding in the fiscal year 2024/25, with a 2.5% increase for an estimated cost of \$211,970.

- F. Treatment Chemicals FY 2024/2025

Award Contracts for the Fiscal Year 2024/2025 purchase of Water and Wastewater Treatment chemicals.

- G. A Resolution to Exercise the City's Right of First Refusal for (6) Vacant Lots and Decline 37 Parcels under PA 123 of 1999

Approve a Resolution to Exercise the City's Right of First Refusal for (6) Vacant Lots and Decline 37 Parcels under PA 123 of 1999

- H. A Memorandum of Understanding (MOU) between the Jackson County Land Bank Authority (JCLBA) and the City of Jackson

Approve the Memorandum of Understanding (MOU) between the Jackson County Land Bank Authority (JCLBA) and the City of Jackson Allowing the City to Act as a Consultant for the Demolition of 140 W North St, Authorize the City Manager to Sign the MOU, and Authorize the City Attorney to Make Minor Modifications as needed

- I. Request to Adopt a Resolution to Apply for Shared Streets and Spaces Grant - Mechanic Street from Glick Hwy to Trail Street

Adopt a Resolution of Support to file an application for the Michigan Department of Transportation Fiscal Year 2024 Shared Streets and Spaces Grant Program.

- J. Approve Contract Amendment 3 to the 2022 Major Street Engineering contract with Spaulding DeDecker Associates, Inc. (SDA) at the not-to-exceed cost of \$36,330.00

Approve Amendment 3 to the 2022 Major Street Engineering contract with Spaulding DeDecker Associates, Inc. (SDA) of Novi, Michigan at a not-to-exceed cost of \$36,330.00 and authorization for the City Manager and City Engineer to execute the appropriate documents.

- K. Amendment to Sec 22-8 Special Assessments

Approve the amendment to Section 22-8

- L. FY 2024/2025 Nonunion Wage Increase

Approve the first reading and advance to the second reading/final adoption, an ordinance regulating nonunion pay for City of Jackson Employees to increase wages 3.1% effective July 1, 2024, and adopt the revised nonunion wage table per the GovHR wage study recommendation.

- M. Amend Chapter 18, Offenses, Article V, Offenses Against Public Peace, by adding Sec. 18-109. Nuisance Gatherings, to provide for the regulation of City-owned parking lots by prohibiting public loitering and the gathering of persons thereon which are unsafe and/or constitute a public nuisance

- N. Amend Article V of Chapter 18 of the Code of Ordinances of the City of Jackson, Michigan by adding Section 18-109, Miscellaneous Offenses, to regulate loitering and accosting of persons within the City of Jackson.

12. CITY COUNCILMEMBER'S COMMENTS.

13. ADJOURNMENT.



CITY COUNCIL MEETING MINUTES

CALL TO ORDER:

The Jackson City Council met in regular session inside Council Chambers and 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 5th Ward Councilmember Shalanda Hunt.

ROLL CALL:

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

Absent: none.

Also present: City Manager Jonathan Greene, City Attorney Matthew Hagerty, City Clerk Andrea Muray, Chief Equity Officer John Willis, Director of Police and Fire Services Elmer Hitt, City Assessor Jason Yoakam, and City Engineer Jon Dowling.

ADOPTION OF AGENDA:

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

PRESENTATIONS/PROCLAMATIONS: none.

PUBLIC HEARINGS:

A. Fiscal Year 2024/25 Proposed Budget

Motion was made by Councilmember Robinson, seconded by Councilmember Wood to open the public hearing. Vote was done by voice with all in favor. Motion carried.

The public inquired about various sections of the budget and offered opinions on how City funds were being allocated in the proposed budget.

Motion was made by Councilmember Forgrave, seconded by Councilmember Robinson to close the public hearing. Vote was done by voice with all in favor. Motion carried.

CITIZEN COMMENTS:

Citizen comments were heard and the meeting continued.

CONSENT CALENDAR:

- 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, and 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.

Motion was made by Vice Mayor Dancy, seconded by Councilmember Gunn to approve the consent calendar with the removal of Item L for separate consideration. Vote – Yeas: Mayor Mahoney, Vice Mayor Dancy, Councilmembers Robinson, Gunn, Wood, Hunt, and Forgrave (7). Nays: none. Motion carried.

Motion was made by Councilmember Forgrave, seconded by Councilmember Wood to approve a request from the Jackson Interfaith Shelter to host their Summer Event with the correction of the date being August 3, 2024. Vote – Yeas: Mayor Mahoney, Vice Mayor Dancy, Councilmembers Robinson, Gunn, Wood, Hunt, and Forgrave (7). Nays: none. Motion carried.

OTHER BUSINESS:

- A. Lansing Avenue Street Project**
Recommendation: *Consider a resolution confirming Special Assessment Roll No. 3451 for street reconstruction on Lansing Avenue from Steward to Clinton. A supermajority vote would be necessary for the project to be approved.*

Motion was made by Vice Mayor Dancy, seconded for discussion by Councilmember Wood to approve a resolution confirming Special Assessment Roll No. 3451 for street reconstruction on Lansing Avenue from Steward to Clinton.

A supermajority vote would be necessary for the motion to carry.

Vote – Yeas: Vice Mayor Dancy, Councilmembers Robinson and Hunt (3).
Nays: Mayor Mahoney, Councilmembers Gunn, Wood, and Forgrave (4).
Motion failed.

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

Recommendation: *Approve second reading/final adoption of Ordinance No. 2024-01*

Motion was made by Vice Mayor Dancy, seconded by Councilmember Forgrave to approve the second reading/final adoption of Ordinance No. 2024-01. Vote – Yeas: Mayor Mahoney, Vice Mayor Dancy, Councilmembers Robinson, Gunn, Wood, Hunt, and Forgrave (7). Nays: none. Motion carried.

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.

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.*

Motion was made by Councilmember Robinson, seconded by Vice Mayor Dancy to approve a resolution to enter into 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. Vote – Yeas: Mayor Mahoney, Vice Mayor Dancy, Councilmembers Robinson, Gunn, Wood, Hunt, and Forgrave (7). Nays: none. Motion carried.

Motion was made by Councilmember Wood, seconded by Councilmember Forgrave to take a 10 minute recess. Vote was done by voice with all in favor. Motion carried

A recess was taken from 8:01 p.m. to 8:11 p.m.

Motion was made by Councilmember Wood, seconded by Councilmember Gunn to return from the recess. Vote was done by voice with all in favor. Motion carried.

B. 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.*

Motion was made by Vice Mayor Dancy, seconded by Councilmember Wood to approve the contract award for replacement of two drive culverts at the Jackson Wastewater Treatment Plant to Bailey Excavating, Inc. of Jackson, MI 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. Vote – Yeas: Mayor Mahoney, Vice Mayor Dancy, Councilmembers Robinson, Gunn, Wood, Hunt, and Forgrave (7). Nays: none. Motion carried.

C. 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.*

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

D. 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.*

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

E. 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.*

Motion was made by Councilmember Forgrave, seconded by Councilmember Wood to receive the actuarial valuations as of June 30, 2023 for the Act 346 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. Vote – Yeas: Mayor Mahoney, Vice Mayor Dancy, Councilmembers Robinson, Gunn, Wood, Hunt, and Forgrave (7). Nays: none. Motion carried.

F. 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.*

Motion was made by Councilmember Wood, seconded by Councilmember Gunn to approve the proposed rezoning/ map amendments. Vote – Yeas: Mayor Mahoney, Vice Mayor Dancy, Councilmembers Robinson, Gunn, Wood, Hunt, and Forgrave (7). Nays: none. Motion carried.

G. 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.*

Motion was made by Vice Mayor Dancy, seconded by Councilmember Gunn to confirm Community Development Block Grant and HOME Investment Partnerships Projects for Fiscal Year 224-2025. Vote – Yeas: Mayor Mahoney, Vice Mayor Dancy, Councilmembers Robinson, Gunn, Wood, Hunt, and Forgrave (7). Nays: none. Motion carried.

H. 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.*

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

I. Chapter 15 of City Code of Ordinances Amendments

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.*

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

CITY COUNCILMEMBER’S COMMENTS:

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

City Manager Jonathan Greene 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 8:39 p.m.



MEMO TO: Mayor and City Councilmembers

FROM: Jonathan Greene, City Manager

DATE: May 28, 2024

SUBJECT: Traffic Control Order 2396 - Intersection of Oakridge and Grovedale

Recommendation:

Approve Traffic Control Order 2396 to install "Three Way Stop" signs at the intersection of Oakridge Drive at North Grovedale Avenue.

Attached is a memo from Jon Dowling, City Engineer, regarding a Traffic Control Order for the intersection of Oakridge Drive and North Grovedale Avenue.

I recommend approval of Traffic Control Order 2396. Your consideration and concurrence is appreciated.



DEPARTMENTAL REPORT

MEMO TO: Jonathan Greene, City Manager

FROM: Jon Dowling, Engineer

DATE: May 28, 2024

RECOMMENDATION: Approve Traffic Control Order 2396 to install “Three Way Stop” signs at the intersection of Oakridge Drive at North Grovedale Avenue.

ISSUE STATEMENT

There has been a request from a resident on Oakridge Drive to install “Three Way Stop” signs at the intersection of Oakridge Drive and North Grovedale Avenue to control traffic and address excessive speeds through the neighborhood.

DESCRIBE THE CONSEQUENCES

If this Traffic Control Order is not approved, there will be no change in the traffic habits on Oakridge Drive.

OWNERSHIP

The City of Jackson is responsible for the traffic control signage on city streets. Posting these signs will address the needs of the neighborhood as expressed by the requesting resident.

SOLUTION

Engineering, after reviewing the request, agrees that the installation of “Three Way Stop” signs will better control traffic at the intersection. The estimated cost for the signs is \$634.77, broken down as follows and paid from Major Streets Traffic funds.

#	Description	Price	Total
3	Stop Signs	@ \$ 51.55	\$ 154.65
3	Sign Posts	@ \$ 37.70	\$ 113.10
3	Hours Labor/Equipment	@ \$ 122.34	\$ 367.02
	Estimated Total		\$ 634.77

FACILITATE IMPLEMENTATION

Approve Traffic Control Order 2396 to install “Three Way Stop” signs at the intersection of Oakridge Drive at North Grovedale Avenue.

ATTACHMENTS

1. TCO 2396_OAKRIDGE AND GROVEDALE

CITY OF JACKSON, MICHIGAN

TRAFFIC ENGINEERING DIVISION

Traffic Control Order No. 2396

LOCATION: Oakridge Drive and N Grovedale Ave

DATE: May 28, 2024

ASSIGNED TO: Sign Shop

TCO DESCRIPTION

At the request of a resident, investigate the possibility of installing "Three Way Stop" signs at Oakridge Drive and N Grovedale Ave intersection.

BY JON H. DOWLING, P.E.

RECOMMENDATION

Install "Three Way Stop" signs at Oakridge Drive and N Grovedale Ave intersection.

APPROVED ☐ **REJECTED** ☐

DATE: 5/28/24

BY CITY COUNCIL

WORK ASSIGNMENT:

DATE: 5/28/2024

TO: Sign Shop

Install "Stop Signs with Three Way Stop" signs on each leg of the intersection of Oakridge Drive and N Grovedale Ave.

BY JON H. DOWLING, P.E.

MATERIAL USED

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

ASSIGNMENT COMPLETED

DATE: **BY:** Sign Shop

WORK INSPECTED

REMARKS:

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

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



MEMO TO: Mayor and City Councilmembers
FROM: Jonathan Greene, City Manager
DATE: May 28, 2024
SUBJECT: Special Event Application: Jackson Family Pride Picnic

Recommendation:

Approve a request from the Jackson Pride Center to host the Pride Family Picnic on August 18, 2024 in Horace Blackman Park.



DEPARTMENTAL REPORT

MEMO TO: Jonathan Greene, City Manager

FROM: DDA Director , DDA Director

DATE: May 28, 2024

RECOMMENDATION: Approve a request from the Jackson Pride Center to host the Jackson Pride Family Picnic on August 18, 2024 in Horace Blackman 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
Neighborhood & Economic Operations	X		\$0.00
Parks & Recreation	X		\$0.00
Police	X		\$0.00
Public Works	X		\$500.00
TOTAL			\$500.00

DESCRIBE THE CONSEQUENCES

Conditions & Considerations: Electricity, water

OWNERSHIP

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

SOLUTION

FACILITATE IMPLEMENTATION

Approve a request from the Jackson Pride Center to host the Jackson Pride Family Picnic on August 18, 2024 in Horace Blackman Park.

ATTACHMENTS

1. SEA--Jackson Family Pride Picnic Updated (date change)

SPECIAL EVENT APPLICATION

Application must be submitted 60 days PRIOR to event

Application Attachments

- | | |
|--|--|
| ☒ \$75 Application Fee <i>\$50 pd. 9/2023</i> | ☐ Liquor License & Liquor Liability Insurance (if applicable) |
| ☐ \$50 Late/Rush Fee (submitted post 60-day deadline) | ☐ Carnival Ride Permit (if applicable) |
| ☒ Insurance documentation for sponsoring organization | ☐ Insurance documentation for all vendors (if applicable) |
| ☒ Event Map –Please indicate the location of all items | |

Make checks payable to "Downtown Development Authority"

Special Event Application Policy

Additional charges may occur if policies are broken.

- 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.
- No ground stakes are allowed on City property. Tents and inflatables must be weighted down.
- Glitter and confetti are prohibited at all events.
- No plugging into outlets without prior approval.
- For events utilizing street space, all fixtures (tents, vehicles, trucks, etc.) must be placed near the curbs to allow for emergency vehicle access.
- 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.
- 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.
- 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: <i>Jackson Pride Center</i>	
Address: <i>PO Box 4086</i>	Phone: <i>(517) 740-2629</i>
Tax ID#: <i>62-4250359</i>	Website: <i>mijacksonpride.org</i>
Contact Name: <i>Sharon Pedersen</i>	Phone: <i>517-740-2629</i> Email: <i>sspedersen@sbglobal.net</i>
Contact Name:	Phone: Email:
Contact Name During Event:	Phone: ()

Event Information

Event Name: <i>Jackson Pride Family Picnic</i>				
Event Date(s):	Set up Time:	Start Time:	End Time:	Tear Down Time:
<i>8.18.2024</i>	<i>11am</i>	<i>1pm</i>	<i>4pm</i>	<i>4-5pm</i>

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

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

Type of Event (please check all that apply)

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

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

- | | |
|---|---|
| ☒ Horace Blackman Park | ☐ GrandRiver Farmers Market Pavilion |
| ☐ Bucky Harris Park | ☐ TRUE City Square (Stage) |
| ☐ Ella Sharp Park (requires Ella Sharp Board approval) | ☐ 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.

Family activities including box lunches, face painting, bounce house, lawn games.

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: ~~6-24~~ 8-24 Time: ~~11am~~ 11am Closure End Date: _____ Time: ~~4:30pm~~ 4:30pm

Street Name: Michigan Ave Cross Streets Jackson St. to Hayes Hwy

Closure Start Date: 8-24 Time: 11am Closure End Date: 8-24 Time: 4:30pm

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: Just 2 plug-ins for 2 generators
 Amount of electrical wattage needed: _____ Amount of plug ins: 2
 Locations of where plugs are needed: _____
****All electrical lines MUST be covered to limit tripping hazards. ****

☒ **Water Needs:** Indicate water requirements: Per Sharon 4/30/24 watering hydrant by Michigan and Hayes
 Amount of water needed: _____ Locations of where water is needed: _____

☐ **Food/Vendors:** Indicate vendors requirements: N/A: Box lunches by CCC catering.
 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) N/A for Picnic
 Start Time: 12pm End Time: 6pm working on getting a downtown alcohol vendor w/ liquor license

☒ **Amusement or Carnival Rides:** If yes indicate electrical requirements: Bounce house - we will provide generator.
 Amount of electrical wattage needed: _____ Amount of plug ins: _____
 Locations of where plugs are needed: _____

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

☐ Traffic Cones N/A ☐ 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 empty & dispose of garbage bags from city - provided refuse containers. See diagram.

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

2-3 portapotties and hand wash/sanitizer station to be provided.

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 <i>N/A</i> ☐ Vendor Locations <i>N/A</i> ☒ Tent Locations ☐ Assembly Locations	☒ Emergency Vehicle Access <i>via Pearl St & alley.</i> ☐ Dispersal Locations ☒ Trash Receptacles ☒ Requested Street Closures <i>JUST MI AC</i>	☒ Restroom Locations ☒ Tables <i>Existing + extras if you have.</i> ☒ Requested Reserved Parking <i>*4 picnic tables</i> ☒ Electrical Wires & Outlets
<i>If these details change, a revised map must be provided seven days prior to event.</i> <i>Revised maps cannot include any additional street use, reserved parking, or additional space reservations.</i>		

***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: _____

Office Use ONLY

Application Received:

Date:

Time: *A.S.*

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

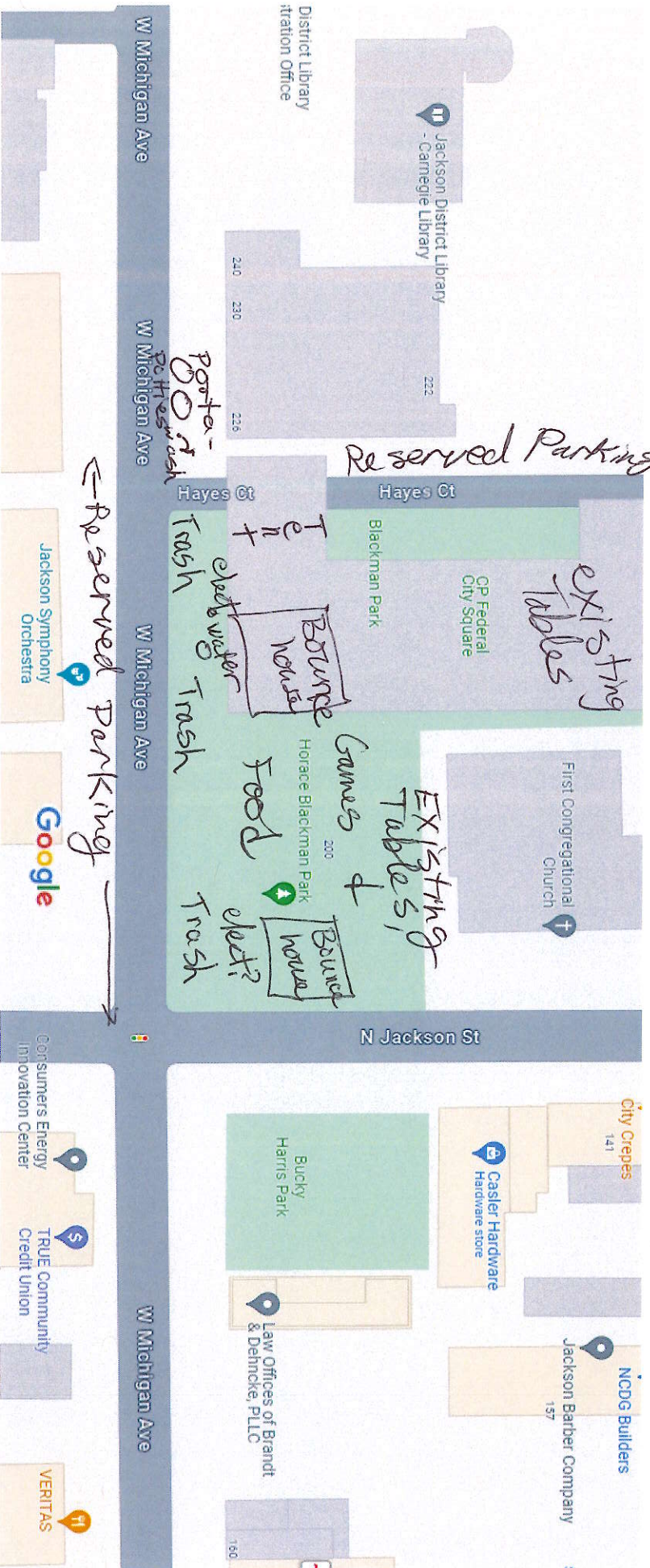
Prohibited Items

Additional fees may apply if policies are not followed

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



Jackson Pride Family Picnic
8/18/24



Map data ©2024 Google

50 ft



CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)

04/26/2024

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 Ann Arbor Insurance Centre, Inc. 2755 Carpenter Rd Ann Arbor MI 48108	CONTACT NAME: Christi Schreiber PHONE (A/C, No, Ext): (734) 973-9444 FAX (A/C, No): (734) 973-8318 E-MAIL ADDRESS: cschreiber@annarborinsurancecentre.com																					
INSURED Jackson Pride Center P.O. Box 4086 Jackson MI 49204	<table><tr><th colspan="2">INSURER(S) AFFORDING COVERAGE</th><th>NAIC #</th></tr><tr><td>INSURER A:</td><td>Alliance of Nonprofits for Ins</td><td>10023</td></tr><tr><td>INSURER B:</td><td></td><td></td></tr><tr><td>INSURER C:</td><td></td><td></td></tr><tr><td>INSURER D:</td><td></td><td></td></tr><tr><td>INSURER E:</td><td></td><td></td></tr><tr><td>INSURER F:</td><td></td><td></td></tr></table>	INSURER(S) AFFORDING COVERAGE		NAIC #	INSURER A:	Alliance of Nonprofits for Ins	10023	INSURER B:			INSURER C:			INSURER D:			INSURER E:			INSURER F:		
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INSURER C:																						
INSURER D:																						
INSURER E:																						
INSURER F:																						

COVERAGES **CERTIFICATE NUMBER:** CL2442616864 **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 GEN'L AGGREGATE LIMIT APPLIES PER: ☒ POLICY ☐ PRO-JECT ☐ LOC OTHER:	Y		2024-58846	03/25/2024	03/25/2025	EACH OCCURRENCE \$ 1,000,000	
	DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 500,000							
	MED EXP (Any one person) \$ 20,000							
	PERSONAL & ADV INJURY \$ 1,000,000							
							GENERAL AGGREGATE \$ 1,000,000	
							PRODUCTS - COMP/OP AGG \$ 1,000,000	
	AUTOMOBILE LIABILITY ☐ ANY AUTO ☐ OWNED AUTOS ONLY ☐ HIRED AUTOS ONLY ☐ SCHEDULED AUTOS ☐ NON-OWNED AUTOS ONLY						COMBINED SINGLE LIMIT (Ea accident) \$	
							BODILY INJURY (Per person) \$	
							BODILY INJURY (Per accident) \$	
							PROPERTY DAMAGE (Per accident) \$	
	UMBRELLA LIAB EXCESS LIAB ☐ OCCUR ☐ CLAIMS-MADE DED RETENTION \$						EACH OCCURRENCE \$	
							AGGREGATE \$	
	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (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	Directors and Officers			2024-58846-DO	03/25/2024	03/25/2025	Annual Aggregate \$1,000,000 Each Wrongful Act \$1,000,000	

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

Event: Jackson Pride Family Picnic

CERTIFICATE HOLDER

CANCELLATION

City of Jackson and Downtown Development Authority
161 W. Michigan Ave
5th Floor
Jackson MI 49201

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

© 1988-2015 ACORD CORPORATION. All rights reserved.

POLICY NUMBER: 2024-58846
Named Insured: Jackson Pride Center

COMMERCIAL GENERAL LIABILITY
CG 20 26 12 19

THIS ENDORSEMENT CHANGES THE POLICY. PLEASE READ IT CAREFULLY.

ADDITIONAL INSURED – DESIGNATED 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):

City of Jackson and Downtown Development Authority

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 your acts or omissions or the acts or omissions of those acting on your behalf:
1. In the performance of your ongoing operations; or
 2. In connection with your premises owned by or rented to you.

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.



MEMO TO: Mayor and City Councilmembers

FROM: Jonathan Greene, City Manager

DATE: May 28, 2024

SUBJECT: Special Event Application: Jackson Pride Festival

Recommendation:

Approve a request from the Jackson Pride Center to host the Pride Festival on June 29, 2024 in Horace Blackman Park, True Community Credit Union City Square, Bucky Haris Park, and the streets of downtown Jackson.



DEPARTMENTAL REPORT

MEMO TO: Jonathan Greene, City Manager

FROM: DDA Director , DDA Director

DATE: May 28, 2024

RECOMMENDATION: Approve a request from the Jackson Pride Center to host the Pride Festival on June 29, 2024 in Horace Blackman Park, True Community Credit Union City Square, Bucky Haris Park, and 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.

<u>DEPARTMENT</u>	<u>APPROVAL</u>	<u>DENIAL</u>	<u>ECONOMIC IMPACT</u>
DDA	X		\$0.00
Engineering	X		\$0.00
Fire	X		\$0.00
Community Development	X		\$0.00
Parks & Recreation	X		\$0.00
Police	X		\$450.00
Public Works	X		\$500.00
<i>TOTAL</i>			<i>\$950.00</i>

DESCRIBE THE CONSEQUENCES

Conditions & Considerations: Electricity, water, traffic cones, police assistance, road closures

OWNERSHIP

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

SOLUTION

FACILITATE IMPLEMENTATION

Approve a request from the Jackson Pride Center to host the Pride Festival on June 29, 2024 in Horace Blackman Park, True Community Credit Union City Square, Bucky Haris Park, and the streets of downtown Jackson.

ATTACHMENTS

1. SEA--Pride Fest 2024 Updated

SPECIAL EVENT APPLICATION

Application must be submitted 60 days PRIOR to event

Application Attachments

- | | |
|--|--|
| ☒ \$75 Application Fee <i>\$50 pd. 9/2023</i> | ☐ Liquor License & Liquor Liability Insurance (if applicable) |
| ☐ \$50 Late/Rush Fee (submitted post 60-day deadline) | ☐ Carnival Ride Permit (if applicable) |
| ☒ Insurance documentation for sponsoring organization | ☐ Insurance documentation for all vendors (if applicable) |
| ☒ Event Map –Please indicate the location of all items | |

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: <i>Jackson Pride Center</i>	
Address: <i>536 N. Jackson St / PO Box 4086</i>	Phone: <i>(734) 489-1163</i>
Tax ID#: <i>82-4250359</i>	Website: <i>www.mijacksonpride.org</i>
Contact Name: <i>Sharon Pedersen</i>	Phone: <i>517-740-2629</i> Email: <i>info@jacksonpridecenter.org</i>
Contact Name:	Phone: Email:
Contact Name During Event: <i>Chris Gorton</i>	Phone: <i>(517) 673-6480</i>

Event Information

Event Name: <i>Jackson PrideFest</i>				
Event Date(s):	Set up Time:	Start Time:	End Time:	Tear Down Time:
<i>Sat. June 29, 2024</i>	<i>10am</i>	<i>12pm</i>	<i>6pm</i>	<i>7:30pm</i>

Has this event occurred before? ☒ Yes, (if yes, how many previous years? Since 2017) ☐ 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 ☐ GrandRiver Farmers Market
☒ Bucky Harris Park Pavilion
☐ Ella Sharp Park (requires Ella Sharp Board approval) ☒ TRUE City Square (Stage)
☐ MLK Equality Trail

☒ Other Location: Walk from Consumers to Horace Blackman

☐ 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.

Musical performers, food trucks, vendors, booths for info/ services, youth activities and participation from local bars & restaurants

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

Street Name: Mich. Ave - walk time only Cross Streets: Jackson St.

Closure Start Date: 6/29/24 Time: 12:30pm Closure End Date: 6/29/24 Time: 1:30pm

Street Name: Michigan Ave Cross Streets: Hayes Alley

Closure Start Date: 6/29/24 Time: 11am Closure End Date: 6/29/24 Time: 7pm

Street Name: Hayes Alley Cross Streets: Michigan to Pearl

Closure Start Date: 6/29/24 Time: 11am Closure End Date: 6/29/24 Time: 7pm

Street Name: We'd like N. Jackson but have been told that's not possible 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: For Food Trucks (6-8 plus 2 bounce)
 Amount of electrical wattage needed: _____ Amount of plug ins: 1 house/amusement
 Locations of where plugs are needed: _____
****All electrical lines MUST be covered to limit tripping hazards. ****

☒ **Water Needs:** Indicate water requirements: 1 fire spigot
 Amount of water needed: 1 Locations of where water is needed: see map

☒ **Food/Vendors:** Indicate vendors requirements: _____
 Amount of electrical wattage needed: _____ Amount of plug ins: 6-8
 Locations of where plugs are needed: see map Number of vendors: 6-8

☒ **Alcohol Sales:** (If yes attach liquor license and liquor liability insurance) (Bar owner to provide)
 Start Time: emailed Sharon & Chris 4/30/24, End Time: _____
alcohol sales are not approved (M.E.)

☒ **Amusement or Carnival Rides:** If yes indicate electrical requirements: see above
 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: N/A 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 empty city receptacles, providing garbage bags

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

We will rent 2-3 portapotties & hand wash/sanitizer station.

Required Attachments for Application Processing

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Please request the following documentation from your insurance carrier.

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☐ 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 ☒ Vendor Locations ☒ Tent Locations ☒ Assembly Locations	☒ Emergency Vehicle Access <i>from Pearl St.</i> ☐ Dispersal Locations ☒ Trash Receptacles ☒ Requested Street Closures	☒ Restroom Locations ☒ Tables ☒ Requested Reserved Parking ☒ Electrical Wires & Outlets
<i>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.</i>		

***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. *\$50 pd 9/2023*
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.
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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: _____

Office Use ONLY

Application Received:

Date:

Time: *A.S.*

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

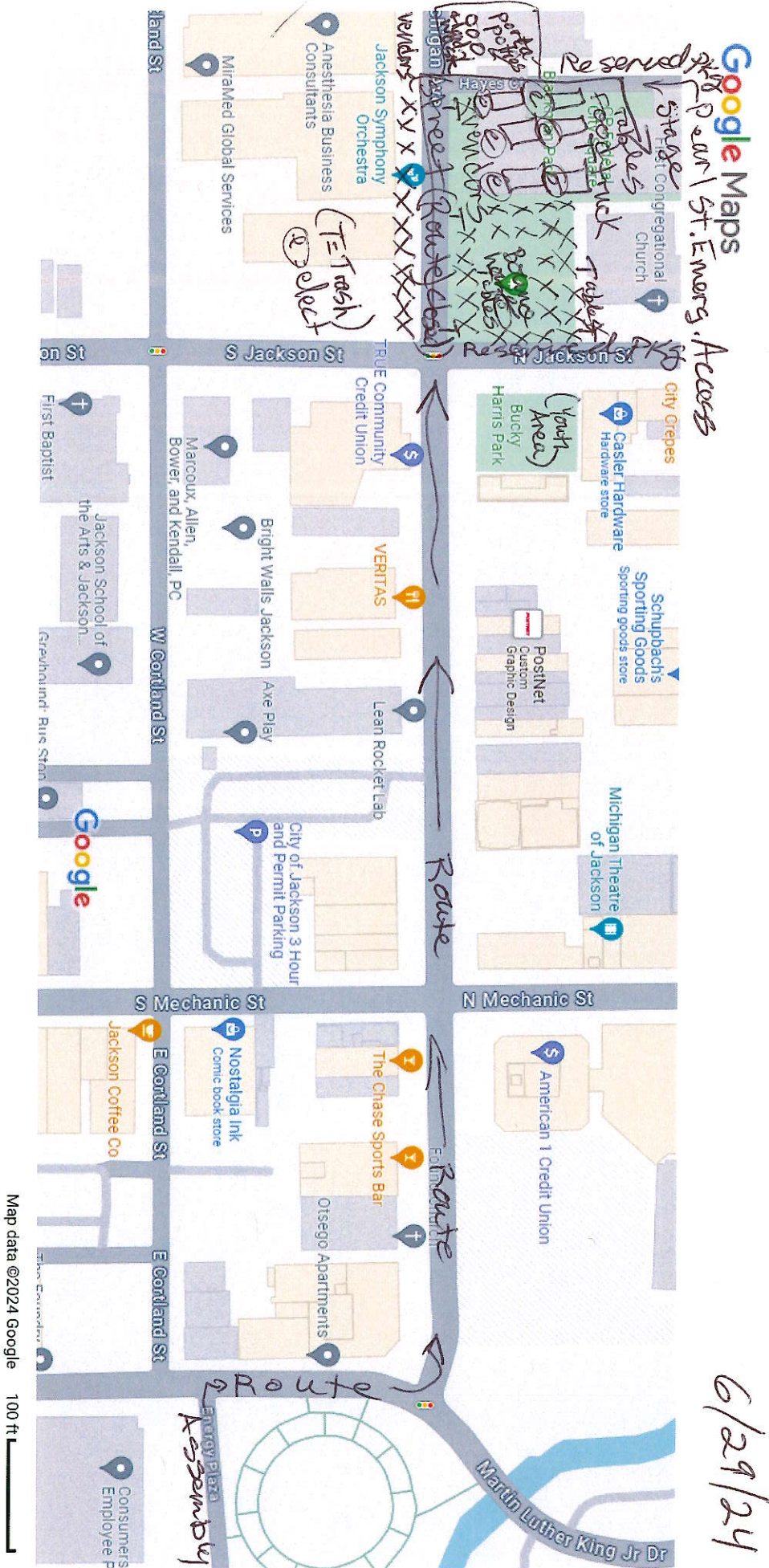
No ground stakes

No confetti or glitter

No use of outlets without prior approval

Jackson Pride Fest

6/29/24





CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)

04/26/2024

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.

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PRODUCER Ann Arbor Insurance Centre, Inc. 2755 Carpenter Rd Ann Arbor MI 48108	CONTACT NAME: Christi Schreiber PHONE (A/C, No, Ext): (734) 973-9444 FAX (A/C, No): (734) 973-8318 E-MAIL ADDRESS: cschreiber@annarborinsurancecentre.com
INSURED Jackson Pride Center P.O. Box 4086 Jackson MI 49204	INSURER(S) AFFORDING COVERAGE INSURER A: Alliance of Nonprofits for Ins INSURER B: INSURER C: INSURER D: INSURER E: INSURER F:
	NAIC # 10023

COVERAGES**CERTIFICATE NUMBER:** CL2442616864**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 GEN'L AGGREGATE LIMIT APPLIES PER: ☒ POLICY ☐ PRO-JECT ☐ LOC OTHER:	Y		2024-58846	03/25/2024	03/25/2025	EACH OCCURRENCE \$ 1,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 500,000 MED EXP (Any one person) \$ 20,000 PERSONAL & ADV INJURY \$ 1,000,000 GENERAL AGGREGATE \$ 1,000,000 PRODUCTS - COMP/OP AGG \$ 1,000,000 \$
	☐ AUTOMOBILE LIABILITY ☐ ANY AUTO ☐ OWNED AUTOS ONLY ☐ HIRED AUTOS ONLY ☐ SCHEDULED AUTOS ☐ NON-OWNED AUTOS ONLY						COMBINED SINGLE LIMIT (Ea accident) \$ BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$ \$
	☐ UMBRELLA LIAB ☐ EXCESS LIAB DED RETENTION \$						EACH OCCURRENCE \$ AGGREGATE \$ \$
	☐ WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below Y/N ☐ N/A						PER STATUTE ☐ OTH-ER ☐ E.L. EACH ACCIDENT \$ E.L. DISEASE - EA EMPLOYEE \$ E.L. DISEASE - POLICY LIMIT \$
A	Directors and Officers			2024-58846-DO	03/25/2024	03/25/2025	Annual Aggregate \$1,000,000 Each Wrongful Act \$1,000,000

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

Event: Jackson Pride Festival

CERTIFICATE HOLDER**CANCELLATION**

City of Jackson and Downtown Development Authority
161 W. Michigan Ave
5th Floor
Jackson MI 49201

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

© 1988-2015 ACORD CORPORATION. All rights reserved.

POLICY NUMBER: 2024-58846
Named Insured: Jackson Pride Center

COMMERCIAL GENERAL LIABILITY
CG 20 26 12 19

THIS ENDORSEMENT CHANGES THE POLICY. PLEASE READ IT CAREFULLY.

ADDITIONAL INSURED – DESIGNATED 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):

City of Jackson and Downtown Development Authority

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 your acts or omissions or the acts or omissions of those acting on your behalf:
1. In the performance of your ongoing operations; or
 2. In connection with your premises owned by or rented to you.

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.



MEMO TO: Mayor and City Councilmembers
FROM: Jonathan Greene, City Manager
DATE: May 28, 2024
SUBJECT: Special Event Application: Grand River Farmers Market

Recommendation:

Approve a request from the Jackson DDA to host the Grand River Farmers Market on Fridays and Saturdays from May through September 2024 at the Grand River Farmers Market Pavilion.

Attached is a memo and supporting paperwork from Beth Kuiper regarding the Special Event Application for Grand River Farmers Market.

I recommend approval of the Grand River Farmers Market. Your consideration and concurrence is appreciated.

JACKSON

Founded 1829

DEPARTMENTAL REPORT

MEMO TO: Jonathan Greene, City Manager

FROM: DDA Director , DDA Director

DATE: May 28, 2024

RECOMMENDATION: Approve a request from the Jackson DDA to host the Jackson Farmers Market on Fridays and Saturdays from May through September 2024 at the Grand River Farmers Market Pavilion.

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.

<u>DEPARTMENT</u>	<u>APPROVAL</u>	<u>DENIAL</u>	<u>ECONOMIC IMPACT</u>
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
<i>TOTAL</i>			<i>\$400.00</i>

DESCRIBE THE CONSEQUENCES

Conditions & Considerations: Electricity, water, vendors

OWNERSHIP

Insurance Status: This insurance is on file under the Downtown Development Authority.

SOLUTION

FACILITATE IMPLEMENTATION

Approve a request from the Jackson DDA to host the Jackson Farmers Market on Fridays and Saturdays from May through September 2024 at the Grand River Farmers Market Pavilion.

ATTACHMENTS

1. SEA--Grand River Farmers Market 2024 FINAL

SPECIAL EVENT APPLICATION

*Application must be submitted **60** days PRIOR to event*

Application Attachments

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

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 Farmers Market	
Address: Mechanic St.	Phone: ()
Tax ID#: 38-6004701	Website: jacksondda.org
Contact Name: Dodi Wheeler	Phone: 517-414-2011 Email: farmersmarket@cityofjackson.org
Contact Name:	Phone: Email: .org
Contact Name During Event: same	Phone: ()

Event Information

Event Name: Grand River Farmers Market				
Event Date(s):	Set up Time:	Start Time:	End Time:	Tear Down Time:
May-October 2024	7:00am	9:00am	2:00pm	2:00-3:00pm

Has this event occurred before? ☐ Yes, (if yes, how many previous years? ____20 + _____

☐ No Do you expect this event to occur again next year? YESWhat is the expected attendance for this event?400-700

Type of Event (please check all that apply)

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

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

- ☐ Horace Blackman Park ☒ GrandRiver Farmers Market Pavilion
- ☐ Bucky Harris Park ☐ TRUE City Square (Stage)
- ☐ Ella Sharp Park (requires Ella Sharp Board approval) ☐ 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.

Farmers Market Fridays & Saturdays, 9am - 2pm

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: _____
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.

Working with Parks & Rec for pickup and drop off.

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

No portable toilets necessary this year per email agreement with Bryce and Justin at Grand River Brewery. They are allowing us to use their restrooms.

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
<i>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.</i>		

***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: Dodi Wheeler

Date: 5/17/27

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, 5 th Floor Jackson Michigan, MI 49201 or aecon@cityofjackson.org (517) 768-6411
Prohibited Items
<i>Additional fees may apply if policies are not followed</i>
No ground stakes No confetti or glitter No use of outlets without prior approval



MEMO TO: Mayor and City Councilmembers

FROM: Jonathan Greene, City Manager

DATE: May 28, 2024

SUBJECT: Special Event Application: Children's Grand River Farmers Market

Recommendation:

Approve a request from the Jackson DDA to host the Children's Grand River Farmers Market July 27, 2024 at the Grand River Farmers Market Pavilion.

Attached is a memo and supporting paperwork from Beth Kuiper regarding the Special Event Application for the Children's Grand River Farmers Market.

I recommend approval of the Children's Grand River Farmers Market. Your consideration and concurrence is appreciated.



DEPARTMENTAL REPORT

MEMO TO: Jonathan Greene, City Manager

FROM: DDA Director , DDA Director

DATE: May 28, 2024

RECOMMENDATION: Approve a request from the Jackson DDA to host the Children's Grand River Farmers Market July 27, 2024 at the Grand River Farmers Market Pavilion.

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, water, vendors, road closure, trash

OWNERSHIP

Insurance Status: This insurance is on file under the Downtown Development Authority.

SOLUTION

FACILITATE IMPLEMENTATION

Approve a request from the Jackson DDA to host the Children's Grand River Farmers Market July 27, 2024 at the Grand River Farmers Market Pavilion.

ATTACHMENTS

1. SEA--Children's Grand River Farmers Market 2024

SPECIAL EVENT APPLICATION

*Application must be submitted **60** days PRIOR to event*

Application Attachments

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

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 Farmers Market	
Address: Mechanic St.	Phone: ()
Tax ID#: 38-6004701	Website: jacksondda.org
Contact Name: Dodi Wheeler	Phone: 517-414-2011 Email: farmersmarket@cityofjackson.org
Contact Name:	Phone: Email: .org
Contact Name During Event: same	Phone: ()

Event Information

Event Name: Children's Grand River Farmers Market				
Event Date(s):	Set up Time:	Start Time:	End Time:	Tear Down Time:
July 27, 2024	7:00am	9:00am	2:00pm	2:00-3:00pm

Has this event occurred before? ☐ Yes, (if yes, how many previous years? _____)

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

Type of Event (please check all that apply)

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

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

- ☐ Horace Blackman Park ☒ GrandRiver Farmers Market Pavilion
- ☐ Bucky Harris Park ☐ TRUE City Square (Stage)
- ☐ Ella Sharp Park (requires Ella Sharp Board approval) ☐ 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.

50+ children's vendors at the Grand River Farmers Market as the Children's Entrepreneurial Market.

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

Street Name: <u>W. Pearl St.</u>	Cross Streets <u>Mechanic & N. Jackson</u>
Closure Start Date: <u>7/27/29</u> Time: <u>7am</u>	Closure End Date: <u>7/27/24</u> Time: <u>4pm</u>
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.

Working with Parks & Rec for pickup and drop off.

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

No portable toilets necessary this year per email agreement with Bryce and Justin at Grand River Brewery. They are allowing us to use their restrooms.

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
<i>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.</i>		

***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: Dodi Wheeler

Date: 5/17/24

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, 5 th Floor Jackson Michigan, MI 49201 or aecon@cityofjackson.org (517) 768-6411
Prohibited Items
<i>Additional fees may apply if policies are not followed</i>
No ground stakes No confetti or glitter No use of outlets without prior approval

MEMO TO: City Councilmembers
FROM: Daniel Mahoney, Mayor
DATE: May 28, 2024
SUBJECT: Appointments to Environmental Commission

RECOMMENDATION:

Approve the Mayor's recommendation to appoint Inali Hathaway and Sam Kloos to fill vacancies on the Environmental Commission for a three-year term, beginning June 1, 2024 and expiring on May 31, 2027.

Your consideration and concurrence is appreciated.

DM:lm

From: noreply@civicplus.com
Sent: Tuesday, January 9, 2024 1:02 PM
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	Inali
Last Name	Hathaway
Address	1012 Wildwood Ave
City	Jackson
State	MI
Zip	49202
Phone Number	7345453021
Email	inalibblue@gmail.com
Last four digits of Social Security Number	
Occupation	Sr business consultant, Aetna Medicare
Describe your community involvement.	I am relatively new to the Jackson area, and am a first time homeowner here in town. You can often find me outside walking my dog Burton and getting to know my neighbors. I have a degree in public policy from the University of Chicago where I primarily studied health policy. I currently work in the corporate healthcare space where I use data to inform strategic decision making for my division, and back up those decisions with my successful policy implementation experience. I am looking for opportunities to use this experience to get more involved in my community.
Are you a City of Jackson resident? Being a non-resident does not prevent you from serving on a board or commission.	Yes

However, some boards and commissions have residency requirements.

If you answered "No" where do you reside?

Field not completed.

If you answered "Yes" how long have you been a City resident?

1 year

Which board or commission are you interested in? You may choose more than one.

Affordable Housing Development Board, Building Authority, Environmental Commission , Jackson County Land Bank Authority, Jackson District Library Board of Trustees, Jackson Housing Commission, Planning Commission , Public Arts Commission , Racial Equity Commission

If you selected the Civil Service Board, are you a registered voter? Only registered voters can serve on this commission.

Yes

Why do you want to serve on your selected board or commission?

I have a degree in public policy from the University of Chicago, as well as nonprofit work experience in healthcare and education. I am very interested in environmental policy, and believe the local government building regulations are a key area upon which our future facing environmental policy must rest. To that end, I am interested in serving on a commission or board that would allow me to assist in decision making to ensure that Jackson's plan aligns with Michigan's progressive environmental policies. I am looking to become a more involved community member and stay well informed on local building issues. From my public policy degree I have learned to use data and best practice research to inform strategic decision making. Beyond just making the decisions a gap that I have noticed in the policy work of many local governments is the lack of implementation planning. I believe a fantastic policy can fail to meet its full potential due to implementation issues. My professional background is as a project manager in the corporate healthcare space, and thus have deep experience owning complex end to end project implementation. I am excited to bring my knowledge and experience to a Jackson commission to ensure that we are able to accomplish goals and bring value to our community.

Upload additional documents

Hathaway Inali Resume 2023.pdf

(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.

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(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	Inali Hathaway
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Date of Submission	1/9/24
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CITY OF JACKSON BOARD/COMMISSION APPLICATION

NAME: Sam Kloos LAST FOUR DIGITS SSN# _____

ADDRESS: 906 1ST ST JACKSON, MI ZIP: 49203

HOME PHONE: 630-329-5300 (CELL) OTHER PHONE: _____

E-MAIL ADDRESS: 2SAMSMITH@GMAIL.COM

OCCUPATION: CLINICAL RESEARCH

COMMUNITY INVOLVEMENT

EMAILED TO: LMOUTINHO@CITYOFJACKSON.ORG

Are you registered voter? YES Ward? 5 City Resident Since? OCT-2022

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

1. ENVIRONMENTAL COMMISSION 2. _____

3. _____

List additional information you feel may be pertinent to Board or Commission?

EMAILED TO: LMOUTINHO@CITYOFJACKSON.ORG

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

APPLICATION WILL BE ON FILE FOR ONE YEAR.

Please return completed form to Lisa Moutinho on the 14th floor, or, by emailing
lmoutinho@cityofjackson.org or submit to the drop box on the front of Jackson
City Hall.

Signature of Applicant

28 MAR 2024
Date

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.

Lisa Moutinho

From: Samantha Smith <2samsmith@gmail.com>
Sent: Thursday, March 28, 2024 11:00 AM
To: Lisa Moutinho
Subject: Sam Kloos_Fwd: Environmental commission application
Attachments: Samantha Kloos CV 2023.pdf

Hi Lisa,

Please see supplemental details attached. Thank you!

SK
Sent from my iPad

Begin forwarded message:

From: Samantha Smith <2samsmith@gmail.com>
Date: March 28, 2024 at 9:07:06 AM EDT
To: Sam Smith <2samsmith@gmail.com>
Subject: Environmental commission application

- Describe your community involvement. *
Independent volunteer: ad hoc refuse clean-up throughout Wards 1&5 (Jackson, MI; 2023-present). Ward & council meeting attendee (Jackson, MI; 2023-present); Ward 5 council appointment interviewee (Jackson, MI; Nov-2023). Wildlife rehab volunteer (Howell, MI; 2024-present). Labor union member/organizer (IL&MI; 2022-present).
 - Former volunteer with South Suburbs for Green Space (community-led movement to preserve 120 acres of green space, Homewood, IL; 2022) & Goodspeed Cycle (Ride with Us! Weekly community biking events - Homewood, IL; 2018-2020).
 - Why do you want to serve on your selected board or commission?*
- I am actively seeking community/civic engagement opportunities and learned there exists a need for Environmental Commission members. I genuinely enjoyed meeting with EC members Kelly & Jacob on 27-Mar. I feel confident my experiences and skill set would be of value to the EC and ultimately, to our community. Thank you for considering my application to serve the Environmental Commission.

Samantha Kloos

Senior Clinical Research Consultant: Clinical Operations & Data Management

Jackson, Michigan +1(630)329-5300 2samsmith@gmail.com

WORK EXPERIENCE

ProPharma Group — Data Management Quality Control Specialist

02/2023 to Present, Remote

Report to Director, Data Management Strategy & Global VP, Data Management

Develop & implement Quality Control processes for Clinical Data Management department.

Evaluate & maintain data management regulatory documentation; assess & query study subject case history data.

Consolidate & present quality deviations & corrective/preventative strategies to clients and cross-functional stakeholders.

Advanced Clinical — In-House Clinical Research Associate

06/2022 to 09/2022, Deerfield, Illinois

Primary point of contact for field CRAs, clinical sites, & Sponsor study management. Perform inspection-readiness QC of eTMF, CTMS, EDC (RBM).

AbbVie, Inc. — Senior Clinical Research Associate

06/2018 to 06/2021, North Chicago, IL

Primary site monitor: 12 clinical site locations for six women's health study protocols; three non interventional studies. Responsible for clinical site management & monitoring activities, qualification through closure.

Notable accomplishments: Supported clinical sites through successful FDA inspections & Sponsor QA audits. Co-authored multiple CAPAs & oversaw clinical implementation at site level. Vault eTMF SME. Facilitator of study systems re-training for CRAs: reduced IVRS onsite cycle time -50%

Syneos Health — Senior Clinical Research Associate

06/2016 to 06/2018, Morrisville, NC

[Primary site monitor: FSP/AbbVie, see above]

Notable Accomplishments: Identified & escalated misaligned EDC folders risking impact to primary endpoint analysis; Developed site training deck for revised database entry specifications mid-study; No impact to DBL.

Abbott Molecular Diagnostics — Senior Clinical Research Associate

12/2014 to 06/2016, Des Plaines, IL

Primary site monitor: 15 clinical sites (US & UK hospital ICUs) & two commercial laboratories. Oversaw two IVD protocols (PCR vs culture). Responsible for study-level budgeting/contracting: testing sites, collections sites, study vendors.

Notable Accomplishments: Promoted to Senior CRA & managed two direct reports (CTAs). Co-editor of one (BSI) clinical study report.

Pharma Start — Clinical Project / Research Associate

05/2013 to 12/2014, Deerfield, IL

Assigned to various roles & projects: Medical writing QC; Veeva Vault eTMF configuration & administration; clinical site monitoring (regional Midwest); ad hoc project management; monthly scientific literature reporting.

Notable Accomplishments: Veeva Vault system administrator & CRA training developer.

Advanced Clinical — Clinical Trials Associate / Clinical Data Operator

08/2010 to 05/2013, Deerfield, IL

Data entry of paper CRFs (1st & 2nd pass); data management support activities; database UAT; CRF casebook maintenance; TMF management (paper & electronic formats); global TMF audit (Bucharest, RO).

EDUCATION

Southern Illinois University, Carbondale, IL — BSc, Healthcare Management

07/2007 to 05/2009

MEMO TO: City Councilmembers
FROM: Daniel Mahoney, Mayor
DATE: May 28, 2024
SUBJECT: Appointment to the Historic District Commission

RECOMMENDATION:

Approve the Mayor's recommendation to appoint Stephen Ansuini to the Historic District Commission for a term of three years beginning immediately and ending on December 31, 2026.

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

It is my desire, therefore, to appoint Stephen Ansuini to the Historic District Commission for a three-year term, beginning immediately and ending on December 31, 2026.

Your consideration and concurrence is appreciated.

DM:lm

Lisa Moutinho

From: noreply@civicplus.com
Sent: Sunday, April 21, 2024 1:13 PM
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	Stephen
Last Name	Ansuini
Address	1920 44th St.
City	Jackson
State	MI
Zip	49203
Phone Number	8593962457
Email	Steve@c4ed.us
Last four digits of Social Security Number	
Occupation	Teacher/Consultant
Describe your community involvement.	Until recently I traveled a great deal with my work. I have much fewer travel engagements so I would like to get more involved with the City and County councils/boards
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.	Yes
If you answered "No" where do you reside?	Field not completed.

If you answered "Yes"
how long have you been a
City resident?

19 years

Which board or
commission are you
interested in? You may
choose more than one.

Administrative Hearings Bureau , Affordable Housing
Development Board, Board of Review , Brownfield
Redevelopment Authority/Local Development Finance
Authority, Building Authority, Building Code Board of
Examiners and Appeals, City Employees Retirement System
Board , Civil Service Board, Community Police Oversight
Commission, Construction Board of Appeals, Downtown
Development Authority Board, Economic Development
Corporation for Jackson County, Election Commission, Ella W.
Sharp Park Board of Trustees, Environmental Commission ,
Historic District Commission , Human Relations Commission ,
Income Tax Board of Review , Local Officers Compensation
Commission, Jackson County Comprehensive Transportation
Study, Jackson Area Comprehensive Transportation Study,
Jackson County Brownfield Authority, Jackson County
Comprehensive Traffic Safety Commission, Jackson County
Land Bank Authority, Jackson District Library Board of
Trustees, Jackson Housing Commission, Jackson
Transportation Authority, MLK Corridor Improvement Authority,
Parks and Recreation Commission , Planning Commission ,
Police-Fire Pension Fund Board of Trustees - Original Charter
Plan, Police-Fire Pension Board - Act 345, Public Arts
Commission , Racial Equity Commission, Region II Planning
Commission , Youth Council (For high school students only),
Zoning Board of Appeals

If you selected the Civil
Service Board, are you a
registered voter? Only
registered voters can
serve on this commission.

Yes

Why do you want to serve
on your selected board or
commission?

Support local activities and issues.

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.

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(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	Stephen J Ansuini
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Date of Submission	April 21, 2024
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MEMO TO: City Councilmembers

FROM: Daniel Mahoney, Mayor

DATE: May 28, 2024

SUBJECT: Appointments to Jackson Public Arts Commission

RECOMMENDATION:

Approve the Mayor's recommendation to appoint Inali Hathaway and Christy Davis to the Jackson Public Arts Commission for a term of three years, beginning immediately and ending on May 27, 2027.

Created under Ordinance No. 2015.13, adopted on April 28, 2015, City Code, Chapter 2, Article II, Division 9, Sec. 2-351 – Sec. 2-361. Five (5) members nominated by the Mayor and approved by City Council, who shall be residents of the City. Commissioners will serve 3-year terms. Members shall have experience and/or an interest in the placement, creation, or designation of public art. Up to three (3) appointed ex-officio members, and the City Manager or his/her designee, one City Councilmember, and one appointed representative of Ella Sharp Museum of Art and History. Ex-officio members will be appointed to 3-year terms.

I am, therefore, recommending the appointment of Inali Hathaway and Christy Davis to the Jackson Public Arts Commission for a three year term, beginning immediately and ending on May 27, 2027.

Your consideration and concurrence is appreciated.

DM:lm

From: noreply@civicplus.com
Sent: Tuesday, January 9, 2024 1:02 PM
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	Inali
Last Name	Hathaway
Address	1012 Wildwood Ave
City	Jackson
State	MI
Zip	49202
Phone Number	7345453021
Email	inalibblue@gmail.com
Last four digits of Social Security Number	
Occupation	Sr business consultant, Aetna Medicare
Describe your community involvement.	I am relatively new to the Jackson area, and am a first time homeowner here in town. You can often find me outside walking my dog Burton and getting to know my neighbors. I have a degree in public policy from the University of Chicago where I primarily studied health policy. I currently work in the corporate healthcare space where I use data to inform strategic decision making for my division, and back up those decisions with my successful policy implementation experience. I am looking for opportunities to use this experience to get more involved in my community.
Are you a City of Jackson resident? Being a non-resident does not prevent you from serving on a board or commission.	Yes

However, some boards and commissions have residency requirements.

If you answered "No" where do you reside?

Field not completed.

If you answered "Yes" how long have you been a City resident?

1 year

Which board or commission are you interested in? You may choose more than one.

Affordable Housing Development Board, Building Authority, Environmental Commission , Jackson County Land Bank Authority, Jackson District Library Board of Trustees, Jackson Housing Commission, Planning Commission , Public Arts Commission , Racial Equity Commission

If you selected the Civil Service Board, are you a registered voter? Only registered voters can serve on this commission.

Yes

Why do you want to serve on your selected board or commission?

I have a degree in public policy from the University of Chicago, as well as nonprofit work experience in healthcare and education. I am very interested in environmental policy, and believe the local government building regulations are a key area upon which our future facing environmental policy must rest. To that end, I am interested in serving on a commission or board that would allow me to assist in decision making to ensure that Jackson's plan aligns with Michigan's progressive environmental policies. I am looking to become a more involved community member and stay well informed on local building issues. From my public policy degree I have learned to use data and best practice research to inform strategic decision making. Beyond just making the decisions a gap that I have noticed in the policy work of many local governments is the lack of implementation planning. I believe a fantastic policy can fail to meet its full potential due to implementation issues. My professional background is as a project manager in the corporate healthcare space, and thus have deep experience owning complex end to end project implementation. I am excited to bring my knowledge and experience to a Jackson commission to ensure that we are able to accomplish goals and bring value to our community.

Upload additional documents

Hathaway Inali Resume 2023.pdf

(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.

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(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	Inali Hathaway
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Date of Submission	1/9/24
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Lisa Moutinho

From: noreply@civicplus.com
Sent: Monday, April 1, 2024 2:37 PM
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	Christy
Last Name	Davis
Address	612 4th Street
City	Jackson
State	MI
Zip	49203
Phone Number	5177406111
Email	christymaydavis@gamil.com
Last four digits of Social Security Number	
Occupation	Patient Scheduling- HFJ
Describe your community involvement.	I have participated in several clean ups. I have actively gotten to know my neighbors and other ward members. I have been attending city council meetings- as many as possible. I have participated in many volunteering activities through my church and the hospital. I would like to increase my involvement, so I am looking to join new areas and these are the areas that interest me the most.
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.	Yes

If you answered "No" where do you reside?	Field not completed.
If you answered "Yes" how long have you been a City resident?	20+ years
Which board or commission are you interested in? You may choose more than one.	Affordable Housing Development Board, Community Police Oversight Commission, Downtown Development Authority Board, Historic District Commission , Jackson Housing Commission, Parks and Recreation Commission
If you selected the Civil Service Board, are you a registered voter? Only registered voters can serve on this commission.	Yes
Why do you want to serve on your selected board or commission?	I am interested in these commissions/ boards for various reasons and I would like to serve my community and I think these would all be good ways to go about it.
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)

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(Section Break)

Final Submission

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Digital Signature

Christy Davis

Date of Submission

11/29/23

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MEMO TO: City Councilmembers
FROM: Daniel J. Mahoney, Mayor
DATE: May 28, 2024
SUBJECT: Appointments to Youth Council

RECOMMENDATION:

Approve the Mayor's recommendation to appoint Amaurion Moore and Tyshon Gray to the Youth Council for a term of 3 years, expiring on 5/27/27.

Your consideration and concurrence is appreciated.

DJM:lmm

From: noreply@civicplus.com
Sent: Tuesday, September 12, 2023 7:27 PM
To: John Willis
Subject: Online Form Submittal: City of Jackson Youth Council Application

City of Jackson Youth Council Application

Thank you for your interest in serving as a student representative on an advisory board or commission. This application will be kept on file for one year. The file of completed applications is open for public inspection upon request.

First Name	Amaurion
Last Name	Moore
Address	412 north west avenue , Apt 1
City	Jackson
State	MI
Zip	49201
Phone	5175818651
Email	AmaurionMoore1@gmail.com
Parent/Legal Guardian	Ciara Johnson
Parent/Legal Guardian Phone	5175818651
School Name	Jackson High
Grade	11th
Graduation Year	2025
Please list all academic, extra curricular activities, or work commitments. Include the time required for each activity every day of the week.	Basketball team at Jackson High weekdays (3-6) Drip Youth Team in Jackson Church (Mt. Zion)

From: noreply@civicplus.com
Sent: Monday, May 13, 2024 8:46 AM
To: John Willis; Lisa Moutinho
Subject: Online Form Submittal: City of Jackson Youth Council Application

City of Jackson Youth Council Application

Thank you for your interest in serving as a student representative on an advisory board or commission. This application will be kept on file for one year. The file of completed applications is open for public inspection upon request.

First Name	Tyshon
Last Name	Gray
Address	763 Briarcliff Rd
City	Jackson
State	Michigan
Zip	49203
Phone	5173586767
Email	gratys1120a@mischools.org
Parent/Legal Guardian	Pebbles Glaspie
Parent/Legal Guardian Phone	5179621310
School Name	Jackson High
Grade	10th
Graduation Year	2026
Please list all academic, extra curricular activities, or work commitments. Include the time required for each activity every day of the week.	Academic games- the time on this is up for debate and change Deca- this has no strict scheduling and is subject to change King Center- It is 9-4 but only during the summer Blue Lake music camp- 6/26 -7/7 its a 2 week long music camp

I understand the responsibilities involved with participation on the City of Jackson Youth Council, Boards and Commissions (including required meeting attendance, event participation and sub-committee involvement). If an appointed member of the Youth Council accumulates three unexcused absences for mandatory events or regularly scheduled meetings throughout the year, they will no longer be able to serve on the Youth Council. I also understand that I will provide the City of Jackson a signed document from a parent or legal guardian that says I have their permission to serve on the Youth Council.

Digital Signature of
Applicant

Tyshon Gray

*This application can be downloaded and printed from
cityofjackson.org/youthcouncil.*

Email not displaying correctly? [View it in your browser.](#)

I understand the responsibilities involved with participation on the City of Jackson Youth Council, Boards and Commissions (including required meeting attendance, event participation and sub-committee involvement). If an appointed member of the Youth Council accumulates three unexcused absences for mandatory events or regularly scheduled meetings throughout the year, they will no longer be able to serve on the Youth Council. I also understand that I will provide the City of Jackson a signed document from a parent or legal guardian that says I have their permission to serve on the Youth Council.

Digital Signature of
Applicant

Amaurion Moore

*This application can be downloaded and printed from
cityofjackson.org/youthcouncil.*

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Click [here](#) to report this email as spam.

MEMO TO: City Councilmembers

FROM: Daniel Mahoney, Mayor

DATE: May 28, 2024

SUBJECT: Appointments to Affordable Housing Development Board

RECOMMENDATION:

Approve the Mayor's recommendation to appoint Kari Kidder McQuown and James Garner to the Affordable Housing Development Board for a five-year term, beginning immediately and ending on December 31, 2029.

Your concurrence and consideration is appreciated.

DM:lm

From: noreply@civicplus.com
Sent: Thursday, November 16, 2023 3:19 PM
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	Kari
Last Name	Kidder-McQuown
Address	501 Irwin Ave
City	Albion
State	MI
Zip	49224
Phone Number	2694255458
Email	Mcquidder@gmail.com
Last four digits of Social Security Number	
Occupation	Retail
Describe your community involvement.	I own and operate CottonTales in Downtown Jackson and have been around the city since 2016z
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?	Albion

If you answered "Yes" how long have you been a City resident?

Field not completed.

Which board or commission are you interested in? You may choose more than one.

Affordable Housing Development Board, Human Relations Commission

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?

Would love to help and learn from others on our communities.

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)

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(Section Break)

Final Submission

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

Digital Signature	Kari Kidder-McQuown
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Date of Submission	11/16/23
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From: noreply@civicplus.com
Sent: Tuesday, March 5, 2024 8:44 PM
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	James
Last Name	Garner
Address	1500 W NORTH ST APT D21
City	JACKSON
State	MI
Zip	49202-3184
Phone Number	517-240-9559
Email	james.garnerjr@outlook.com
Last four digits of Social Security Number	
Occupation	Career Advisor for the State of Michigan
Describe your community involvement.	Presently, I am a part of the Jackson Juneteenth committee, where I am responsible for overseeing the day's logistics and promoting and communicating for the event. Beyond this role, I also act as a mentor to young boys at Jackson High School through their HYPE initiative— a program aimed at aiding young individuals to surpass their potential.
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.	Yes

If you answered "No" where do you reside?	<i>Field not completed.</i>
If you answered "Yes" how long have you been a City resident?	over 5 years
Which board or commission are you interested in? You may choose more than one.	Affordable Housing Development Board, Civil Service Board, Ella W. Sharp Park Board of Trustees, Human Relations Commission , Jackson District Library Board of Trustees, Jackson Housing Commission, Jackson Transportation Authority, MLK Corridor Improvement Authority, Parks and Recreation Commission , Planning Commission , Public Arts Commission , Racial Equity Commission
If you selected the Civil Service Board, are you a registered voter? Only registered voters can serve on this commission.	Yes
Why do you want to serve on your selected board or commission?	I desire to participate actively as a member of the chosen board or commission, aiming to aid and assist organizations within my community. My involvement could be instrumental in helping these organizations to become more effective, operate more efficiently, and cultivate a culture of innovation. My goal is to drive growth and foster transformation in the community organizations that I will represent. Having accumulated a wealth of knowledge and an array of skills, I am confident that my contributions could significantly benefit individuals within my community. My objective is to enable these individuals to not only strive but thrive amidst a constantly evolving economic landscape. We live in an era where the economy is transitioning rapidly due to advances in technology and changes in work patterns. People have to adapt quickly to maintain their livelihoods and meet their life goals. As a member of the selected board or commission, I would work tirelessly to ensure our community members are well-equipped to navigate this sea of change. My mission is multifold, fostering efficiency and innovation among our local organizations, empowering individuals with the necessary skills and knowledge for economic adaptation, and providing insights into our political landscape for better preparedness. Being a part of the selected board or commission, I firmly believe that I can make substantial contributions towards achieving these objectives.
Upload additional documents	<i>Field not completed.</i>

(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	James M. Garner Jr.
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Date of Submission	03/05/2024
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MEMO TO: City Councilmembers

FROM: Daniel Mahoney, Mayor

DATE: May 28, 2024

SUBJECT: Appointment to Martin Luther King Corridor Improvement Authority

RECOMMENDATION:

Approve the Mayor's recommendation to appoint James Garner to fill a vacancy on the Martin Luther King Corridor Improvement Authority for a term of 2 years, beginning immediately and expiring on 12/31/26.

The Authority shall be under the supervision and control of the Board. The Board shall consist of the chief executive officer of the City or his or her designee, and nine (9) additional members. Members shall be appointed by the chief executive officer of the City, subject to approval by the City Council. Not less than a majority of the members shall be persons having an ownership or business interest in property located in the Development Area. Not less than one (1) of the members shall be a resident of the Development Area, or an area within ½ mile of any part of the Development Area. Members shall be appointed to serve for a term of four (4) years, except that of the members first appointed, an equal number, as near as is practicable, shall be appointed for terms of one (1) year, two (2) years, three (3) years, and four (4) years. A member shall hold office until the member's successor is appointed. An appointment to fill a vacancy shall be made by the chief executive officer of the City for the unexpired term only.

It is my desire, therefore, to appoint James Garner to the Martin Luther King Corridor Improvement Authority for a term of two years, beginning immediately and ending on 12/31/26.

Your consideration and concurrence is appreciated.

DM:lm

From: noreply@civicplus.com
Sent: Tuesday, March 5, 2024 8:44 PM
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	James
Last Name	Garner
Address	1500 W NORTH ST APT D21
City	JACKSON
State	MI
Zip	49202-3184
Phone Number	517-240-9559
Email	james.garnerjr@outlook.com
Last four digits of Social Security Number	
Occupation	Career Advisor for the State of Michigan
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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.	Yes

If you answered "No" where do you reside?	Field not completed.
If you answered "Yes" how long have you been a City resident?	over 5 years
Which board or commission are you interested in? You may choose more than one.	Affordable Housing Development Board, Civil Service Board, Ella W. Sharp Park Board of Trustees, Human Relations Commission , Jackson District Library Board of Trustees, Jackson Housing Commission, Jackson Transportation Authority, MLK Corridor Improvement Authority, Parks and Recreation Commission , Planning Commission , Public Arts Commission , Racial Equity Commission
If you selected the Civil Service Board, are you a registered voter? Only registered voters can serve on this commission.	Yes
Why do you want to serve on your selected board or commission?	I desire to participate actively as a member of the chosen board or commission, aiming to aid and assist organizations within my community. My involvement could be instrumental in helping these organizations to become more effective, operate more efficiently, and cultivate a culture of innovation. My goal is to drive growth and foster transformation in the community organizations that I will represent. Having accumulated a wealth of knowledge and an array of skills, I am confident that my contributions could significantly benefit individuals within my community. My objective is to enable these individuals to not only strive but thrive amidst a constantly evolving economic landscape. We live in an era where the economy is transitioning rapidly due to advances in technology and changes in work patterns. People have to adapt quickly to maintain their livelihoods and meet their life goals. As a member of the selected board or commission, I would work tirelessly to ensure our community members are well-equipped to navigate this sea of change. My mission is multifold, fostering efficiency and innovation among our local organizations, empowering individuals with the necessary skills and knowledge for economic adaptation, and providing insights into our political landscape for better preparedness. Being a part of the selected board or commission, I firmly believe that I can make substantial contributions towards achieving these objectives.
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(Section Break)

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(Section Break)

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(Section Break)

Final Submission

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Digital Signature	James M. Garner Jr.
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Date of Submission	03/05/2024
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Chapter 15 DIVERSITY, EQUITY, INCLUSION¹

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.

¹Editor'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.

(Supp. No. 87)

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(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)

ORDINANCE NO. 2024-02

An ordinance amending Chapter 15, Article I, Jackson Code of Ordinances to provide the Jackson Youth Council support and guidance directly from City Staff by way of the Department of diversity, equity, and inclusion.

THE PEOPLE OF THE CITY OF JACKSON ORDAIN:

Section 1. Purpose.

The City Council adopts this ordinance amendment to Chapter 15, Article I, to provide the Jackson Youth Council with direct access to City Staff by way of the Department of diversity, equity, and inclusion.

Section 2.

That Chapter 15, Article I of the City of Jackson Code of Ordinances be amended to read as follows:

* * * * *

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 programming 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 programming. 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.

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.

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.

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.

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.

Secs. 15-6—15-30. Reserved.***ARTICLE II. HUMAN RELATIONS COMMISSION*****Sec. 15-31. Created, purposes.**

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- (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.

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) 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.
- 8) 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.
- 9) 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.
- 10) 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.
- 11) 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.

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.

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.

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.

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.

Sec. 15-37. Youth council intent and purposes.

The city council hereby directs the Department of diversity, equity, and inclusion to create a City of Jackson Youth Council, that is a subcommittee of the Department of diversity, equity, and inclusion and that takes direction from and answers to the Department of diversity, equity, and inclusion. The youth council will encourage diversity and adaptability of government through younger perspectives and help to formulate plans for long-term community success.

Sec. 15-38. Powers and duties of the youth council.

The youth council may make recommendations to the Department of diversity, equity, and inclusion 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 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 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 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.

Sec. 15-39. Appointment of youth council members.

In consultation with the city attorney's office, the Department of diversity, equity, and inclusion 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 Department of diversity, equity, and inclusion 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.

Section 3. This Ordinance takes effect thirty (30) days from the date of adoption.

The foregoing Ordinance No. 2024-02 was adopted by Jackson City Council on May 28, 2024 and a summary was published on June 2, 2024.

Andrea Muray, City Clerk

Daniel Mahoney, Mayor



MEMO TO: Mayor and City Councilmembers

FROM: Jonathan Greene, City Manager

DATE: May 28, 2024

SUBJECT: Proposed Annual Budget Resolution for Fiscal Year 2024-2025

Recommendation:

Adoption of the Annual Budget Resolution for Fiscal Year 2024/25.

I've attached a memo from Heather Ehnis, Finance Director, regarding the adoption of the Annual Budget Resolution for Fiscal Year 2024/25.

I recommend the adoption of this Resolution. Your consideration and concurrence is appreciated.



DEPARTMENTAL REPORT

MEMO TO: Jonathan Greene, City Manager
FROM: Heather Ehnis, Chief Financial Officer
DATE: May 28, 2024

RECOMMENDATION: I recommend adoption of the Proposed Budget Resolution for Fiscal Year 2024/25.

ISSUE STATEMENT

The Annual Budget Resolution for fiscal year 2024/25 is attached for adoption at the May 28th City Council meeting.

The Annual Budget Resolution:

1. Adopts the fiscal year 2024/25 budget for all City funds (except for the CDBG and HOME funds, which are adopted separately);
2. Amends the current fiscal year 2023/24 budget to those amounts projected; and
3. Orders the levy of the City tax rates on the taxable value of all property classes for tax year 2024.

DESCRIBE THE CONSEQUENCES

Section 13.3 of the City Charter requires that the City Manager "shall prepare and submit to the mayor and council, on or before the first regular meeting of May in each year, a recommended annual budget covering the next fiscal year." The City Council's responsibilities, as provided by City Charter Section 13.4 and 13.5, are as follows:

- A. To hold a public hearing on the recommended budget, notice of which shall be published at least five days prior to the hearing (*Notice of the Public Hearing was published 4/28/2024; the Public Hearing was held 5/14/2024*).
- B. No sooner than seven (7) days after the public hearing, but not later than May 31st, adopt, by resolution, the annual budget for the next fiscal year (*Adoption of this Resolution on May 28th will meet this requirement*).
- C. Publish the annual budget resolution, as adopted, on or before July 1st of each year.

OWNERSHIP

The Annual Budget Resolution submitted for adoption includes Attachment A, a revenue summary, and Attachment B, an expenditure summary, which are contained in the City Manager's "Proposed Budget for the Fiscal Year Ended June 30, 2025" online budget book.

SOLUTION

Adoption of the Annual Budget Resolution by the City Council at the May 28th City Council meeting will meet the requirements of the City Charter and the State of Michigan.

FACILITATE IMPLEMENTATION

I recommend the adoption of the Annual Budget Resolution.

ATTACHMENTS

1. Annual Budget Resolution_FY25
2. Form 4029_2024_City

ANNUAL BUDGET RESOLUTION

BY THE CITY COUNCIL:

WHEREAS, prior to the first regular council meeting in May, the City Manager has submitted to the City Council an estimate of the revenues and expenditures of the City of Jackson for the period from July 1, 2024, through June 30, 2025, from detailed information furnished to them by the several departments of the City, and has made recommendations as to the amounts to be appropriated to each of the various funds provided for in the City Charter, and

WHEREAS, the City Council has prepared an Annual Budget for said period which is annexed hereto, and held a duly scheduled public hearing at least seven days prior to the consideration of this Resolution;

NOW, THEREFORE, BE IT RESOLVED, that the Annual Budget of the City for the period from July 1, 2024, to June 30, 2025, including Attachment A, revenue summary, and Attachment B, expense summary, representing the various budgetary centers as defined by P.A. 621 of 1978, as last amended, is hereby adopted;

BE IT FURTHER RESOLVED, that the current fiscal year 2023/24 budget be amended to those amounts reflected in the 2023/24 Projected column as contained in those Attachments A and B.

BE IT FURTHER RESOLVED, that it is ordered that an ad valorem property tax as set forth below be levied upon the taxable valuation of all taxable real and personal property in the City of Jackson, which is estimated to be \$772,443,634.

BE IT FURTHER RESOLVED, that it is ordered that a tax as set forth below be levied upon the taxable valuation of all industrial property qualified under Act 198 of 1974, property qualified under the Neighborhood Enterprise Zone classification, property qualified under the Land Bank Authority classification, qualified under the Renaissance Zone classification and property qualified under the Obsolete Property Rehabilitation Act (O.P.R.A.) in the City of Jackson, which is estimated to be \$1,273,961.

General Operating	6.6828 mills
Public Improvements	1.9092 mills
City Hall Debt	.9200 mills
State Act 345 Police and Fire Pension	<u>8.4500 mills</u>
	<u>17.9620 mills</u>

* * * * *

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 28th day of May, 2024.

IN WITNESS WHEREOF, I have hereunto affixed my signature and the Seal of the City of Jackson, Michigan, on this 29th day of May, 2024.

City Clerk

Attachment A

Revenue Summary for Fiscal Year 2024/25

Fund	2021/22 Actual	2022/23 Actual	2023/24 Budget	2023/24 Projected	2024/25 Proposed	2024/25 Adopted
101 General Fund:						
Property taxes	10,493,602	10,529,043	11,015,617	11,099,945	11,585,297	11,585,297
income taxes	11,252,147	11,418,387	10,750,000	10,900,000	10,900,000	10,900,000
Licenses and permits	418,413	377,587	368,015	338,010	352,015	352,015
Federal grants	930,514	1,021,434	1,267,483	2,338,975	293,407	293,407
State grants	103,966	8,607	5,414	117,255	136,000	136,000
State revenue sharing	5,367,340	5,372,545	5,732,948	5,634,780	5,787,831	5,787,831
Charges for services	1,183,470	1,307,668	1,378,957	1,464,654	1,423,349	1,423,349
Fines and forfeits	278,458	424,203	390,611	267,500	355,640	355,640
Investment income	95,218	422,272	185,000	635,000	390,000	390,000
Proceeds from sale of capital assets	374,317	223,075	41,600	459,100	30,100	30,100
Contributions from other funds	53,346	222,079	101,000	424,000	190,000	190,000
Miscellaneous	219,655	340,107	347,595	919,963	348,636	348,636
	30,770,446	31,667,007	31,584,240	34,599,182	31,792,275	31,792,275
102 Budget Stabilization Fund						
Interest	4,777	43,804	20,000	40,000	30,000	30,000
	4,777	43,804	20,000	40,000	30,000	30,000
151 Cemetery Perpetual Maintenance:						
Charges for goods and services	38,584	34,127	35,000	20,000	20,000	20,000
Investment income	6,387	46,196	6,000	50,000	25,000	25,000
	44,971	80,323	41,000	70,000	45,000	45,000
155 Ella W. Sharp Endowment:						
Investment income	(32,465)	(1,641)	30,850	30,850	30,550	30,550
	(32,465)	(1,641)	30,850	30,850	30,550	30,550
160 Lloyd E. Mount Endowment:						
Investment income	(12,479)	(658)	5,600	7,100	5,100	5,100
	(12,479)	(658)	5,600	7,100	5,100	5,100
202 Major Street:						
Federal & state grants	2,038,947	13,036,150	13,747,756	17,502,036	7,216,558	7,216,558
State gas & weight tax	3,735,838	3,907,498	3,424,972	3,830,130	3,728,424	3,728,424
State trunkline maintenance	150,663	160,622	132,000	132,000	132,000	132,000
Interest	13,497	35,236	5,000	16,000	5,000	5,000
Miscellaneous	138,410	39,648	37,000	78,000	60,000	60,000
Contributions from other funds	756,363	720,769	2,306,862	2,336,036	3,375,790	3,375,790
	6,833,718	17,899,923	19,653,590	23,894,202	14,517,772	14,517,772
203 Local Street:						
State gas & weight tax	1,093,151	1,119,809	820,000	870,000	870,000	870,000
Interest/miscellaneous	39,143	67,442	8,500	47,210	23,605	23,605
Contributions from other funds	687,273	735,507	2,632,959	1,117,465	597,848	597,848
	1,819,567	1,922,758	3,461,459	2,034,675	1,491,453	1,491,453
208 Ella W. Sharp Park Operating:						
General	541,972	596,607	632,500	632,500	640,350	640,350
Golf practice center	41,101	42,575	45,000	46,125	46,250	46,250
Sharp Park mini-golf course	75,792	76,026	86,500	76,500	97,500	97,500
Parks & facilities maintenance	184,475	237,305	211,450	310,100	314,650	314,650
	843,340	952,513	975,450	1,065,225	1,098,750	1,098,750
213 Opioid Settlement Fund:						
Miscellaneous	0	118,176	0	33,563	0	0
	0	118,176	0	33,563	0	0
218 Affordable Housing Development:						
Federal grants	134,540	678,325	3,519,760	1,366,531	1,658,800	1,658,800
	134,540	678,325	3,519,760	1,366,531	1,658,800	1,658,800
245 Public Improvement:						
Property taxes	1,235,832	1,302,489	1,356,000	1,331,000	1,426,000	1,426,000
Interest	6,049	50,536	15,000	50,000	35,000	35,000
	1,241,881	1,353,025	1,371,000	1,381,000	1,461,000	1,461,000

Attachment A

Revenue Summary for Fiscal Year 2024/25

Fund	2021/22 Actual	2022/23 Actual	2023/24 Budget	2023/24 Projected	2024/25 Proposed	2024/25 Adopted
246 Cortland St. Redevelopment Projects:						
Federal grants	9,796	464,435	0	2,000,000	1,592,500	1,592,500
Interest & miscellaneous	405	11,073	500	8,000	5,000	5,000
	<u>10,201</u>	<u>475,508</u>	<u>500</u>	<u>2,008,000</u>	<u>1,597,500</u>	<u>1,597,500</u>
249 Building Department:						
Licenses, permits & fees	569,870	505,550	509,000	581,050	508,500	508,500
Interest & miscellaneous	1,354	48,342	4,400	11,500	12,400	12,400
	<u>571,224</u>	<u>553,892</u>	<u>513,400</u>	<u>592,550</u>	<u>520,900</u>	<u>520,900</u>
251 Housing Code Enforcement:						
Charges for goods and services	1,057,428	1,656,866	989,000	1,178,900	960,000	960,000
Interest & miscellaneous	71,191	96,218	56,600	85,400	61,400	61,400
	<u>1,128,619</u>	<u>1,753,084</u>	<u>1,045,600</u>	<u>1,264,300</u>	<u>1,021,400</u>	<u>1,021,400</u>
252 Building Demolitions:						
Federal & state grants	55,861	0	0	0	0	0
Demolitions	194,944	208,109	0	270,477	193,000	193,000
Interest & miscellaneous	(5,937)	4,116	1,000	5,000	3,000	3,000
Contributions from other funds	120,000	0	193,402	193,402	0	0
	<u>364,868</u>	<u>212,225</u>	<u>194,402</u>	<u>468,879</u>	<u>196,000</u>	<u>196,000</u>
265 Drug Law Enforcement:						
Sale of property	2,743	0	500	500	0	0
Interest & miscellaneous	26,156	4,818	20,200	45,398	20,000	20,000
	<u>28,899</u>	<u>4,818</u>	<u>20,700</u>	<u>45,898</u>	<u>20,000</u>	<u>20,000</u>
272 SAFER Grant:						
Federal grants	192,526	440,098	525,581	533,965	301,801	301,801
	<u>192,526</u>	<u>440,098</u>	<u>525,581</u>	<u>533,965</u>	<u>301,801</u>	<u>301,801</u>
273 Project Safe Neighborhood Grant:						
Federal grants	57,189	93,347	234,542	61,782	143,028	143,028
	<u>57,189</u>	<u>93,347</u>	<u>234,542</u>	<u>61,782</u>	<u>143,028</u>	<u>143,028</u>
275 Byrne JAG Grant:						
Federal grants	25,428	75,104	76,526	53,822	0	0
	<u>25,428</u>	<u>75,104</u>	<u>76,526</u>	<u>53,822</u>	<u>0</u>	<u>0</u>
279 American Rescue Plan Act:						
Federal grants	161,865	94,223	75,000	75,000	75,000	75,000
	<u>161,865</u>	<u>94,223</u>	<u>75,000</u>	<u>75,000</u>	<u>75,000</u>	<u>75,000</u>
285 EPA Brownfield Assessment Grant:						
Federal grants	0	0	0	400,000	100,000	100,000
	<u>0</u>	<u>0</u>	<u>0</u>	<u>400,000</u>	<u>100,000</u>	<u>100,000</u>
296 Recreation Activity:						
Charges for goods and services	210,632	286,532	268,750	339,000	341,000	341,000
Interest & miscellaneous	1,473	12,268	1,500	13,500	12,000	12,000
	<u>212,105</u>	<u>298,800</u>	<u>270,250</u>	<u>352,500</u>	<u>353,000</u>	<u>353,000</u>
297 JPS Recreation Millage Program:						
Contributions from local units	644,683	674,778	650,000	700,000	1,000,000	1,000,000
Interest & miscellaneous	855	10,369	1,500	10,500	20,000	20,000
	<u>645,538</u>	<u>685,147</u>	<u>651,500</u>	<u>710,500</u>	<u>1,020,000</u>	<u>1,020,000</u>
308 2020 Capital Improvement Bonds Debt Service:						
Contributions from other funds	230,622	223,702	223,788	223,788	223,792	223,792
	<u>230,622</u>	<u>223,702</u>	<u>223,788</u>	<u>223,788</u>	<u>223,792</u>	<u>223,792</u>
352 2017 Mich. Trans. Fund Bonds Debt Service:						
Contributions from other funds	761,350	761,890	762,068	762,068	761,885	761,885
	<u>761,350</u>	<u>761,890</u>	<u>762,068</u>	<u>762,068</u>	<u>761,885</u>	<u>761,885</u>
367 2021 City Hall Refunding Debt Service:						
Property taxes	750,378	750,689	701,000	726,000	712,000	712,000
Interest & miscellaneous	2,518	18,115	7,500	30,000	10,000	10,000
	<u>752,896</u>	<u>768,804</u>	<u>708,500</u>	<u>756,000</u>	<u>722,000</u>	<u>722,000</u>

Attachment A

Revenue Summary for Fiscal Year 2024/25

Fund	2021/22 Actual	2022/23 Actual	2023/24 Budget	2023/24 Projected	2024/25 Proposed	2024/25 Adopted
385 2016 Capital Improvement Bonds Debt Service:						
Contributions from other funds	143,275	144,087	145,569	145,569	145,743	145,743
	143,275	144,087	145,569	145,569	145,743	145,743
386 2018 Capital Improvement Bonds Debt Service:						
Contributions from other funds	1,443,000	1,410,000	1,418,750	1,419,000	1,400,250	1,400,250
	1,443,000	1,410,000	1,418,750	1,419,000	1,400,250	1,400,250
389 2017 BRA TIF Refunding Debt Service:						
Contributions from other funds	415,704	420,556	420,144	420,144	1,764,600	1,764,600
	415,704	420,556	420,144	420,144	1,764,600	1,764,600
391 2021 BRA TIF Refunding Debt Service:						
Contributions from other funds	758,700	772,512	791,839	791,839	38,593	38,593
	758,700	772,512	791,839	791,839	38,593	38,593
394 2001 DDA TIF Debt Service:						
Contributions from other funds	2,597,987	2,735,750	2,881,749	2,881,824	3,032,403	3,032,403
	2,597,987	2,735,750	2,881,749	2,881,824	3,032,403	3,032,403
395 2019 DDA TIF Refunding Debt Service:						
Contributions from other funds	205,630	209,573	208,365	208,365	207,157	207,157
	205,630	209,573	208,365	208,365	207,157	207,157
401 Capital Projects:						
Contributions from other funds	115,594	590,075	1,113,031	1,197,220	308,520	308,520
Donations/miscellaneous	255	569	500	0	500	500
	115,849	590,644	1,113,531	1,197,220	309,020	309,020
402 Water Equipment & Replacement:						
Federal grants	230,941	557,082	135,892	317,681	603,046	603,046
Investment income	33,579	313,389	92,937	252,451	260,025	260,025
Miscellaneous	0	0	0	71,921	0	0
Contributions from other funds	2,686,532	2,831,925	4,812,937	4,817,453	23,887,127	23,887,127
	2,951,052	3,702,396	5,041,766	5,459,506	24,750,198	24,750,198
403 Lead Service Line Replacement:						
Federal grants	0	183,585	1,291,011	1,067,850	1,096,500	1,096,500
Investment income	1,231	51,422	0	53,480	58,830	58,830
Contributions from other funds	589,854	1,050,166	1,622,506	1,622,506	1,671,185	1,671,185
	591,085	1,285,173	2,913,517	2,743,836	2,826,515	2,826,515
404 Sanitary Sewer Maintenance:						
Interest & miscellaneous	17	6	0	0	500	500
Contributions from other funds	234,966	323,380	663,044	606,097	672,781	672,781
	234,983	323,386	663,044	606,097	673,281	673,281
405 Sanitary Sewer Replacement:						
Interest & miscellaneous	14,098	120,723	42,620	174,440	137,090	137,090
Contributions from other funds	705,000	1,060,502	1,492,570	2,467,570	3,106,915	3,106,915
	719,098	1,181,225	1,535,190	2,642,010	3,244,005	3,244,005
406 Wastewater Equipment Replacement:						
Federal grants	227,112	903,321	2,389,483	4,781,772	0	0
Investment income	19,715	199,112	65,789	250,090	189,831	189,831
Miscellaneous	0	0	0	137,916	0	0
Contributions from other funds	1,239,000	1,512,800	1,535,528	1,535,528	13,204,201	13,204,201
	1,485,827	2,615,233	3,990,800	6,705,306	13,394,032	13,394,032
407 2022 Sewer System Project Construction:						
Contributions from other funds	0	1,961,911	5,697,802	7,480,902	2,492,187	2,492,187
	0	1,961,911	5,697,802	7,480,902	2,492,187	2,492,187
409 2022 Water System Project Construction:						
Contributions from other funds	0	382,019	16,342,000	6,471,847	9,710,899	9,710,899
	0	382,019	16,342,000	6,471,847	9,710,899	9,710,899

Attachment A

Revenue Summary for Fiscal Year 2024/25

Fund	2021/22 Actual	2022/23 Actual	2023/24 Budget	2023/24 Projected	2024/25 Proposed	2024/25 Adopted
426 2024 Michigan Transportation Fund Bonds Const. Fund:						
Interest	0	0	1,000	1,000	0	0
Bond proceeds	0	0	4,500,000	4,500,000	0	0
	0	0	4,501,000	4,501,000	0	0
488 MLK Corridor Improvement Authority:						
Federal grants	0	20,620	4,497,925	848,280	3,631,100	3,631,100
Property taxes	0	0	0	12,113	12,200	12,200
Contributions from other funds	97,045	124,034	10,000	210,000	190,000	190,000
	97,045	144,654	4,507,925	1,070,393	3,833,300	3,833,300
489 Brownfield Redevelopment Authority:						
Property taxes	1,510,059	1,873,061	1,962,300	1,668,627	1,681,830	1,681,830
Interest & miscellaneous	5,995	59,857	15,000	69,100	40,000	40,000
	1,516,054	1,932,918	1,977,300	1,737,727	1,721,830	1,721,830
494 Downtown Development Authority Project:						
Property taxes	1,843,805	1,915,448	1,975,000	1,872,025	1,884,000	1,884,000
Interest & miscellaneous	1,521,354	1,715,149	1,550,000	1,750,000	1,675,000	1,675,000
	3,365,159	3,630,597	3,525,000	3,622,025	3,559,000	3,559,000
514 Auto Parking System:						
Parking fines and permits	1,774	2,302	1,800	1,800	1,800	1,800
Interest & miscellaneous	825	4,473	1,500	4,000	1,500	1,500
Contributions from other funds	92,143	92,143	92,143	92,143	92,143	92,143
	94,742	98,918	95,443	97,943	95,443	95,443
518 Parking Assessment:						
Parking fines and permits	122,107	186,069	160,795	168,295	155,945	155,945
Interest & miscellaneous	31,556	46,592	35,654	51,882	46,352	46,352
Contributions from other funds	81,712	80,000	115,000	113,155	150,000	150,000
	235,375	312,661	311,449	333,332	352,297	352,297
519 Cooper/Francis Parking Decks:						
Parking fines and permits	7,920	9,153	8,000	7,500	8,000	8,000
Interest & miscellaneous	5,614	21,128	7,550	18,040	7,550	7,550
	13,534	30,281	15,550	25,540	15,550	15,550
590 Sewer:						
Charges for goods & services	6,702,320	6,326,956	6,797,292	6,616,933	6,989,423	6,989,423
Federal and state grants	0	1,961,911	5,697,802	425,089	0	0
Penalties & interest	94,318	396,973	197,367	350,604	366,360	366,360
Miscellaneous	43,493	344,119	10,000	1,438,935	6,240	6,240
Contributions from other funds	2,537,751	2,857,308	0	7,055,813	14,792,187	14,792,187
	9,377,882	11,887,267	12,702,461	15,887,374	22,154,210	22,154,210
591 Water:						
Charges for goods & services	12,666,880	13,511,513	13,809,779	13,692,713	14,217,279	14,217,279
Federal & state grants	0	382,019	16,408,000	22,577,104	12,835,527	12,835,527
Penalties & interest	220,684	882,256	434,359	669,464	667,686	667,686
Contributions from other funds	2,945,870	3,521,752	407,684	645,622	11,790,035	11,790,035
Miscellaneous	0	6,802	0	837	0	0
	15,833,434	18,304,342	31,059,822	37,585,740	39,510,527	39,510,527
641 Public Works Administration:						
Charges for goods & services	356,395	336,640	357,649	346,739	357,145	357,145
Interest & miscellaneous	6,305	19,377	7,150	20,350	20,961	20,961
	362,700	356,017	364,799	367,089	378,106	378,106
642 Engineering Administration:						
Charges for goods & services	256,962	269,675	262,910	266,815	315,451	315,451
Interest & miscellaneous	1,393	10,332	3,905	7,790	8,025	8,025
	258,355	280,007	266,815	274,605	323,476	323,476

Attachment A

Revenue Summary for Fiscal Year 2024/25

Fund	2021/22 Actual	2022/23 Actual	2023/24 Budget	2023/24 Projected	2024/25 Proposed	2024/25 Adopted
643 Local Site Remediation Revolving Fund:						
Investment income & miscellaneous	700	8,298	2,000	15,000	7,500	7,500
Contributions from other funds	64,811	114,659	61,500	63,959	63,055	63,055
	65,511	122,957	63,500	78,959	70,555	70,555
661 Motor Pool and Garage:						
Federal grants	0	1,012,542	0	631,958	0	0
Charges/equipment rental	157,723	205,534	156,436	208,715	187,573	187,573
Investment income & miscellaneous	1,146,264	1,314,376	1,153,154	1,295,132	1,271,003	1,271,003
	1,303,987	2,532,452	1,309,590	2,135,805	1,458,576	1,458,576
676 Workers Compensation:						
Interest & miscellaneous	5,228	23,891	7,500	40,000	30,000	30,000
Contributions from other funds	85,132	538,364	160,000	185,000	180,000	180,000
	90,360	562,255	167,500	225,000	210,000	210,000
677 Self-Insured Healthcare:						
Interest & miscellaneous	4,085	1,699	2,000	50,000	35,000	35,000
Contributions - city	4,205,844	4,125,634	4,750,000	4,770,000	5,470,000	5,470,000
Contributions - employees	806,817	805,567	950,000	940,000	1,000,000	1,000,000
Contributions - General Fund	0	750,000	0	0	0	0
	5,016,746	5,682,900	5,702,000	5,760,000	6,505,000	6,505,000
703 County & School Tax Collection:						
Property taxes - GASB 84	26,802,394	28,387,322	28,350,000	28,350,000	28,750,000	28,750,000
Interest & miscellaneous	18,020	112,676	50,000	220,000	110,000	110,000
	26,820,414	28,499,998	28,400,000	28,570,000	28,860,000	28,860,000
731 Employees Retirement System:						
Investment income	(5,371,116)	4,354,777	4,560,000	4,560,000	4,560,000	4,560,000
Employee contributions	810,781	900,077	750,000	550,000	600,000	600,000
Employer contributions	1,222,458	1,210,604	1,066,460	1,066,460	1,347,820	1,347,820
	(3,337,877)	6,465,458	6,376,460	6,176,460	6,507,820	6,507,820
732 Policemen's & Firemen's Pension:						
Investment income	(460,647)	326,685	292,500	310,000	202,500	202,500
Contributions from General Fund	363,236	260,185	218,402	274,544	56,955	56,955
	(97,411)	586,870	510,902	584,544	259,455	259,455
734 Policemen's & Firemen's Pension-Act 345:						
Investment income	(5,971,217)	5,273,735	4,430,000	4,430,000	4,200,000	4,200,000
Employee contributions	447,336	494,197	500,000	450,000	500,000	500,000
Contributions from General Fund	5,939,831	5,674,911	5,922,297	5,922,297	6,129,381	6,129,381
	415,950	11,442,843	10,852,297	10,802,297	10,829,381	10,829,381
736 Public Employee Health Care:						
Fines and forfeits	272,929	54,724	30,000	30,000	30,000	30,000
Investment income	(406,161)	339,391	200,000	200,000	200,000	200,000
	(133,232)	394,115	230,000	230,000	230,000	230,000
852 Special Assessment Debt Service						
Contributions from other funds	157,358	161,288	161,190	161,190	162,008	162,008
	157,358	161,288	161,190	161,190	162,008	162,008
895 Special Assessment:						
Special assessments	1,104,063	894,885	2,215,147	1,477,637	2,387,073	2,387,073
	1,104,063	894,885	2,215,147	1,477,637	2,387,073	2,387,073

Attachment B

Expense Summary for Fiscal Year 2024/25

	2021/22 Actual	2022/23 Actual	2023/24 Budget	2023/24 Projected	2024/25 Proposed	2024/25 Adopted
General Fund:						
101-101 City Council	96,556	119,106	121,656	116,861	121,212	121,212
101-103 Charter Commission	0	0	2,500	2,500	2,500	2,500
101-172 City Manager	473,229	475,555	506,926	548,582	547,902	547,902
101-191 Finance	485,837	540,323	555,688	943,691	692,384	692,384
101-215 City Clerk	287,369	313,515	344,251	341,841	418,878	418,878
101-228 Mgt. Information Services	313,246	383,156	436,693	442,442	462,336	462,336
101-233 Purchasing	117,569	118,367	133,042	175,252	126,943	126,943
101-253 City Treasurer	379,830	386,887	412,661	412,663	458,257	458,257
101-254 City Income Tax Admin.	169,422	187,096	242,395	256,647	269,322	269,322
101-257 City Assessor	467,956	438,041	501,053	503,543	536,951	536,951
101-262 City Clerk-Elections	107,256	126,748	206,354	200,616	204,033	204,033
101-265 City Hall & Grounds	417,390	441,097	684,161	618,874	823,267	823,267
101-266 City Attorney	649,578	715,545	761,346	802,231	870,007	870,007
101-270 Personnel	231,245	490,661	590,561	663,311	637,912	637,912
101-278 Unallocated	687,118	745,736	812,434	846,000	835,290	835,290
101-299 Admin. Hearings Bureau	123,458	203,994	190,318	173,876	218,549	218,549
101-301 Police	10,228,340	10,642,038	11,682,501	11,379,549	12,347,317	12,347,317
101-311 OHSP Grant	8,662	7,860	4,642	1,722	13,114	13,114
101-320 Consortium Training	21,619	10,754	12,500	55,200	36,000	36,000
101-321 In-Service Training	4,802	9,906	5,000	15,841	16,000	16,000
101-340 Fire Suppression	6,343,003	6,301,587	6,003,612	6,937,422	6,487,641	6,487,641
101-350 Public Safety - Unallocated	2,072,331	1,918,599	2,094,302	2,066,694	1,937,698	1,937,698
101-442 Forestry	473,316	786,222	824,212	833,679	873,773	873,773
101-444 Sidewalk Construction	28,424	49,470	151,456	149,286	152,254	152,254
101-445 Drains At Large	47,886	68,805	107,133	105,350	109,921	109,921
101-450 Street Lighting	548,352	513,372	615,248	614,227	630,230	630,230
101-455 Weed Control	74,142	75,234	96,269	102,620	106,644	106,644
101-465 Ground Maintenance	386,319	388,587	488,287	479,280	505,346	505,346
101-567 Cemeteries	309,745	361,763	374,516	456,631	533,853	533,853
101-571 Tax Property Maintenance	263,940	183,022	216,716	210,412	229,478	229,478
101-572 Civic Affairs	80,928	104,066	121,229	148,921	142,987	142,987
101-701 Planning	219,960	229,084	252,305	252,376	272,477	272,477
101-728 Economic Development	209,951	126,214	147,400	170,500	140,500	140,500
101-752 Parks, Rec. & Grounds Admin.	287,983	349,274	321,986	361,152	347,158	347,158
101-758 Lt. Nixon Memorial Park	69,717	125,931	137,729	279,775	116,975	116,975
101-771 Parks and Facilities Maint.	742,900	914,804	910,352	1,577,295	1,169,290	1,169,290
101-803 Historical District	10,890	11,793	14,440	15,991	14,574	14,574
101-806 Diversity, Equity & Inclusion	250,294	293,616	452,638	380,903	409,181	409,181
101-965 Contributions to Other Funds	558,012	1,754,938	1,125,535	1,606,893	590,199	590,199
General Fund Total	28,248,575	30,912,766	32,662,047	35,250,649	34,408,353	34,408,353
102 Budget Stabilization Fund	4,777	43,804	20,000	40,000	30,000	30,000
Permanent Funds:						
151 Cemetery Perpetual Maintenance	6,387	46,196	6,000	50,000	25,000	25,000
155 Ella W. Sharp Endowment	14,239	24,418	30,850	30,850	20,550	20,550
160 Lloyd E. Mount Endowment	5,237	5,411	5,600	7,100	5,100	5,100

Attachment B

Expense Summary for Fiscal Year 2024/25

		2021/22 Actual	2022/23 Actual	2023/24 Budget	2023/24 Projected	2024/25 Proposed	2024/25 Adopted
Special Revenue Funds :							
202	Major Street	7,864,991	18,481,145	19,849,761	24,861,458	14,911,260	14,911,260
203	Local Street	1,870,978	1,822,957	4,162,881	1,816,726	2,056,470	2,056,470
208	Ella W. Sharp Park Operating	897,086	1,022,266	984,832	1,053,222	1,051,718	1,051,718
213	Opioid Settlement Fund	0	0	118,175	89,000	62,739	62,739
218	Affordable Housing Development	134,540	678,325	3,519,760	1,366,531	1,658,800	1,658,800
245	Public Improvement	1,250,612	1,501,298	1,511,115	1,416,949	1,335,840	1,335,840
246	Cortland St. Redevelopment Projects	40,020	499,582	23,527	2,032,500	1,621,212	1,621,212
249	Building Department	469,733	579,599	638,850	646,691	623,988	623,988
251	Housing Code Enforcement	1,085,398	1,131,293	1,290,495	1,232,751	1,500,661	1,500,661
252	Building Demolitions	337,456	219,398	194,402	441,667	393,000	393,000
265	Drug Law Enforcement	19,300	14,281	16,338	16,376	35,432	35,432
272	SAFER Grant	192,526	440,098	525,581	533,965	301,801	301,801
273	Project Safe Neighborhood Grant	57,189	93,347	234,542	61,782	143,028	143,028
275	Byrne JAG Grant	25,428	75,104	76,526	53,822	0	0
279	American Rescue Plan Act	161,865	94,223	75,000	75,000	75,000	75,000
285	EPA Brownfield Assessment Grant	0	0	0	400,000	100,000	100,000
296	Recreation Activity	176,420	262,142	266,824	277,824	268,824	268,824
297	JPS Recreation Millage Program	625,194	671,801	623,067	730,848	911,550	911,550
Debt Service Funds :							
308	2020 Capital Imp. Bonds Debt Service	223,533	223,702	223,788	223,788	223,792	223,792
352	2017 MTF Bonds Debt Service	761,350	761,890	762,068	762,068	761,885	761,885
367	2021 City Hall Refunding Debt Service	735,240	729,581	739,720	739,720	763,691	763,691
385	2016 Capital Imp. Bonds Debt Service	143,275	144,087	145,569	145,569	145,743	145,743
386	2018 Capital Imp. Bonds Debt Service	1,443,000	1,410,000	1,418,750	1,419,000	1,400,250	1,400,250
389	2017 BRA TIF Refunding Debt Service	415,704	420,556	420,144	420,144	1,764,600	1,764,600
391	2021 BRA TIF Refunding Debt Service	758,700	772,512	791,839	791,839	38,593	38,593
394	2001 DDA TIF Debt Service	2,597,987	2,735,750	2,881,749	2,881,824	3,032,403	3,032,403
395	2019 DDA TIF Refunding Debt Service	205,630	209,573	208,365	208,365	207,157	207,157
Capital Projects Funds :							
401	Capital Projects	121,594	500,499	1,113,031	1,314,806	330,000	330,000
402	Water Equipment & Replacement	3,281,444	3,439,168	7,099,234	6,205,997	28,677,405	28,677,405
403	Lead Service Line Replacement	5,051	337,696	2,082,538	1,404,151	1,696,998	1,696,998
404	Sanitary Sewer Maintenance	234,983	323,386	663,044	606,097	673,281	673,281
405	Sanitary Sewer Replacement	1,315,987	631,349	2,985,140	2,467,571	6,214,142	6,214,142
406	Wastewater Equipment Replacement	1,053,531	2,032,935	6,228,293	10,684,904	13,304,666	13,304,666
407	2022 Sewer System Project Construction	480,972	1,480,938	5,697,802	7,480,902	2,492,187	2,492,187
409	2022 Water System Project Construction	0	382,020	16,342,000	6,471,846	9,710,899	9,710,899
426	2024 Mich. Transport. Fund Bonds Const. Fund	0	0	2,196,096	1,873,978	1,541,772	1,541,772
488	MLK Corridor Improvement Authority	97,045	144,654	4,507,925	1,058,000	3,832,100	3,832,100
489	Brownfield Redevelopment Authority	1,444,192	1,843,547	1,804,230	1,714,753	2,312,552	2,312,552
494	DDA Project	2,803,617	2,945,323	3,090,114	3,090,189	3,239,560	3,239,560
Enterprise Funds :							
514	Auto Parking System	262,752	291,146	283,433	270,468	282,147	282,147
518	Parking Assessment	257,712	325,859	314,981	535,312	387,051	387,051
519	Cooper/Francis Parking Decks	282,153	281,979	283,957	282,951	282,906	282,906
590	Sewer	7,270,133	10,115,669	16,320,273	18,838,776	26,884,143	26,884,143
591	Water	10,967,338	12,440,021	34,209,037	23,850,787	47,408,410	47,408,410

Attachment B

Expense Summary for Fiscal Year 2024/25

		2021/22 Actual	2022/23 Actual	2023/24 Budget	2023/24 Projected	2024/25 Proposed	2024/25 Adopted
Internal Service Funds :							
641	Public Works Administration	386,230	345,573	472,518	494,417	522,909	522,909
642	Engineering Administration	270,125	290,498	339,842	353,075	412,933	412,933
643	Local Site Remediation Revolving	0	22,500	20,000	20,000	200,000	200,000
661	Motor Pool & Garage	1,152,879	1,240,483	1,606,109	2,336,775	1,808,820	1,808,820
676	Workers' Compensation	309,792	454,472	220,350	280,075	255,075	255,075
677	Self-Insured Healthcare Fund	5,351,842	5,394,601	5,474,627	5,891,817	6,481,950	6,481,950
Trust & Agency Funds :							
703	County & School Tax Collection	26,820,414	28,499,998	28,400,000	28,570,000	28,860,000	28,860,000
731	Employees' Retirement System	4,036,429	3,922,696	4,160,000	4,225,000	4,225,000	4,225,000
732	Policemen's & Firemen's Pension	590,815	516,773	523,000	425,000	415,000	415,000
734	Policemen's & Firemen's Pension-345	6,151,897	6,612,817	6,440,000	6,240,000	6,240,000	6,240,000
736	Public Employee Health Care	26,733	8,548	29,000	15,000	30,000	30,000
Special Assessment Funds :							
852	Special Assessment Debt Service	157,358	161,288	161,190	161,190	162,008	162,008
895	Special Assessment	793,197	864,042	2,116,337	1,437,691	2,309,081	2,309,081

2024 Tax Rate Request (This form must be completed and submitted on or before September 30, 2024)

Carefully read the instructions on page 2.

MILLAGE REQUEST REPORT TO COUNTY BOARD OF COMMISSIONERS

This form is issued under authority of MCL Sections 211.24e, 211.34 and 211.34d. Filing is mandatory; Penalty applies.

County(ies) Where the Local Government Unit Levies Taxes JACKSON	2024 Taxable Value of ALL Properties in the Unit as of 5-28-2024 772,443,634
Local Government Unit Requesting Millage Levy CITY OF JACKSON	For LOCAL School Districts: 2024 Taxable Value excluding Principal Residence, Qualified Agricultural, Qualified Forest, Industrial Personal and Commercial Personal Properties.

This form must be completed for each unit of government for which a property tax is levied. Penalty for non-filing is provided under MCL Sec 211.119. The following tax rates have been authorized for levy on the 2024 tax roll.

(1) Source	(2) Purpose of Millage	(3) Date of Election	(4) Original Millage Authorized by Election Charter, etc.	(5) ** 2023 Millage Rate Permanently Reduced by MCL 211.34d "Headlee"	(6) 2024 Current Year "Headlee" Millage Reduction Fraction	(7) 2024 Millage Rate Permanently Reduced by MCL 211.34d "Headlee"	(8) Sec. 211.34 Truth in Assessing or Equalization Millage Rollback Fraction	(9) Maximum Allowable Millage Levy *	(10) Millage Requested to be Levied July 1	(11) Millage Requested to be Levied Dec. 1	(12) Expiration Date of Millage Authorized
CHARTER	GF OPER	11/97	7.0000	6.6828	1.0000	6.6828	1.0000	6.6828	6.6828	0	N/A
CHARTER	PI OPER	11/97	2.0000	1.9092	1.0000	1.9092	1.0000	1.9092	1.9092	0	N/A
ACT 345	PENSION	05/74	8.4500	N/A	N/A	N/A	N/A	8.4500	8.4500	0	N/A
CITY HALL	DEBT	09/03	0.9200	N/A	N/A	N/A	N/A	0.9200	0.9200	0	2026

Prepared by JASON YOAKAM	Telephone Number (517) 788-4033	Title of Preparer CITY ASSESSOR	Date
------------------------------------	---	---	------

CERTIFICATION: As the representatives for the local government unit named above, we certify that these requested tax levy rates have been reduced, if necessary to comply with the state constitution (Article 9, Section 31), and that the requested levy rates have also been reduced, if necessary, to comply with MCL Sections 211.24e, 211.34 and, for LOCAL school districts which levy a Supplemental (Hold Harmless) Millage, 380.1211(3).

☒ Clerk
☐ Secretary

Signature
Print Name
ANDREA MURAY

Date

☒ Chairperson
☐ President

Signature
Print Name
DANIEL J MAHONEY

Date

* Under Truth in Taxation, MCL Section 211.24e, the governing body may decide to levy a rate which will not exceed the maximum authorized rate allowed in column 9. The requirements of MCL 211.24e must be met prior to levying an operating levy which is larger than the base tax rate but not larger than the rate in column 9.

**** IMPORTANT:** See instructions on page 2 regarding where to find the millage rate used in column (5).

Local School District Use Only. Complete if requesting millage to be levied. See STC Bulletin 2 of 2024 for instructions on completing this section.	Total School District Operating Rates to be Levied (HH/Supp and NH Oper ONLY)	Rate
	For Principal Residence, Qualified Ag., Qualified Forest and Industrial Personal	
	For Commercial Personal	
	For all Other	

!!ATTENTION!!

**THIS FORM IS NOW MANDATORY TO BE COMPLETED AND RETURNED TO THE
EQUALIZATION DEPARTMENT. FAILURE TO RETURN THIS FORM COULD RESULT IN THE
JACKSON COUNTY BOARD OF COMMISSIONERS NOT APPROVING YOUR MILLAGE RATES
FOR TAX COLLECTION**

JACKSON COUNTY

CHECK LIST FOR 2024 COUNTY APPORTIONMENT

** Form **must** be returned to the County Equalization Department **signed and completed with L-4029 form***

Our Tax Authority has completed the following steps as required by M.C.L. 211.24e
((Truth-in-Taxation)):

☒ A Separate Truth-in-Taxation hearing is NOT necessary. Our Tax Authority complies
with Section 16 of the Uniform Budgeting and Accounting Act.

Enter date your public hearing to adopt your budget was held 5/14/2024

☐ Our Tax Authority is exempt from M.C.L. 211.24e because we levied 1 mill or less in
the concluding tax year for operating purposes

☐ Our Board of Commission or Council or Authority has met and adopted a resolution
proposing an additional operating millage rate and proposing a hearing date.

Enter date the said resolution was adopted _____

☐ Our Board of Commission or Council or Authority has published a hearing notice
containing the proposed additional millage rate and percentage increase in
operating revenue which would be generated from permitted ad valorem tax
levies at least 6 days before the hearing date.

Enter date hearing notice was published _____

☐ Our Board of Commission or Council or Authority held a Truth in Taxation public hearing
pursuant to the hearing notice.

Enter date of Truth in Taxation public hearing _____

☐ Our Board of Commission or Council or Authority has adopted a resolution adopting
additional operating millage which does not exceed that which appeared in the
hearing notice published at least 10 days earlier.

Enter date the said resolution was adopted _____

Taxing Jurisdiction (city, township, etc.)

Clerk or Secretary

Chairperson, President or Supervisor

Dated this _____ day of _____ 2024



MEMO TO: Mayor and City Councilmembers
FROM: Jonathan Greene, City Manager
DATE: May 28, 2024
SUBJECT: 2024 Summer Tax Bill Delinquent Invoices

Recommendation:

Approve the resolution placing delinquent invoices on the 2024 summer tax bills.



DEPARTMENTAL REPORT

MEMO TO: Jonathan Greene, City Manager

FROM: Andrea Muray, City Clerk

DATE: May 28, 2024

RECOMMENDATION:

ISSUE STATEMENT

The attached invoices are ninety or more days delinquent. Chapter 22, Section 22-12, of the Jackson Code of Ordinances, provides that Council may direct the City Assessor to levy the amounts as a lien added to the tax roll for the property.

DESCRIBE THE CONSEQUENCES

The list of invoices are amounts the City has incurred. Failure to adopt the resolution will prevent the City from seeking the established reimbursement method.

OWNERSHIP

On May 10, 2024 the City Assessor's Office provided the Clerk's Office with the list of delinquent invoices that were 90 days or more delinquent. Section 22-12 of the Jackson Code of Ordinances states that the City Clerk shall report the information to City Council.

SOLUTION

Adoption of the resolution will provide the City Assessor with the authorization to place the delinquent invoices on the summer tax bill of the corresponding property.

FACILITATE IMPLEMENTATION

ATTACHMENTS

1. 05-10-2024 Council Packet Delq Inv on Summer Taxes

MEMOTO: Mayor and City Councilmembers

FROM: Jason Yoakam, City Assessor 

DATE: May 10, 2024

SUBJECT: Resolution to Place Delinquent Invoices on 2024 Summer Tax Bills

Recommendation: Approve a resolution to place delinquent invoices on 2024 summer tax bills.

Attached please find a resolution to place delinquent miscellaneous invoices on the 2024 summer tax bills per Chapter 22, Section 22-12 of the City's Code of Ordinances.

In 2021, Section 22-12 of Chapter 22 of the Code of Ordinances was amended to allow delinquent miscellaneous invoices more than 90 days overdue to be placed on the summer tax bills. The resolution, with an attached list of parcels, is presented for your consideration.

I recommend approval of the above-mentioned resolution. Your consideration and concurrence is appreciated.

Attachment

DEPARTMENTAL REPORT

MEMO TO: Jonathan Greene, City Manager

FROM: Jason Yoakam, City Assessor 

DATE: May 10, 2024

RECOMMENDATION: Recommend Adoption of Resolution to Place Delinquent Invoices on 2024 Summer Tax Bills

SUMMARY

Attached is a resolution and a list of parcels having delinquent invoices needing to be billed on the 2024 summer tax bills.

BUDGETARY CONSIDERATIONS

HISTORY, BACKGROUND and DISCUSSION

Chapter 22, Section 22-12 of the City's Code of Ordinance was amended in 2021 to allow these invoices to be placed on property tax bills. The result of this amendment is the attached resolution, with a list of delinquent invoices, to be approved for placement on the 2024 summer tax roll for each respective property.

DISCUSSION OF THE ISSUE

POSITIONS

Recommend adoption of resolution.

ATTACHMENT: Resolution

**A RESOLUTION AUTHORIZING PLACEMENT OF DELINQUENT INVOICES ON
THE SUMMER TAX ROLL CONSISTENT WITH SECTION 22-12 OF THE CITY OF
JACKSON CODE OF ORDINANCES**

BY THE CITY COUNCIL:

WHEREAS, Section 22-12 of the Jackson Code of Ordinances was amended by the City Council on October 12, 2021 to provide that delinquent invoices be placed on the ad valorem property tax bills; and,

WHEREAS, Section 22-12 of the Jackson Code of Ordinances provides that delinquent invoices more than 90 days overdue be reported by the City Clerk to the City Council for approval; and,

WHEREAS, the Finance Department has provided the attached report of delinquent invoices for review and approval by the City Council; and,

WHEREAS, the City Council has reviewed and approved said report, and directs the City Assessor to levy such amounts on the respective properties set forth in the report as a lien which shall be added to the tax roll for each respective property;

NOW, THEREFORE, BE IT RESOLVED, that the City of Jackson City Council hereby resolves to place the list of delinquent invoices accompanying this Resolution as **Attachment A** on the 2024 summer tax roll.

BE IT FURTHER RESOLVED that should any taxpayer pay a delinquent invoice subsequent to adoption of this Resolution, but prior to the commitment of the 2024 summer tax roll in June, 2024 that such delinquent invoice shall be removed from the roll for that property.

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

I, Andrea Muray, City Clerk in and for the City of Jackson, County of Jackson and State of Michigan, do hereby certify that the foregoing is a true and complete copy of a Resolution adopted by the Jackson City Council on the 28th day of May, 2024.

IN WITNESS WHEREOF, I have hereto affixed
my signature and the seal of the City of Jackson,
Michigan, on this 29th day of May, 2024.

Andrea Muray, City Clerk

ATTACHMENT A

PIN	NUM	DIR	STREET	OWNER NAME	INVOICE	DATE	DUE	InvoiceNotes
1-038200000	330		TAYLOR	COMPU-DESIGN USA	2300030024	6/27/2023	220.28	PRIVATE PROPERTY MOWING COMPLETED ON 5/29/2023LOCATION: 330 TAYLOR ST INVOICE QUESTIONS? CALL THE DEPT OF PUBLIC WORKS AT (517) 788-4170
1-038400000	324		TAYLOR	AVERY ESTATE, KEITH	2300030025	6/27/2023	220.28	PRIVATE PROPERTY MOWING COMPLETED ON 5/29/2023LOCATION: 324 TAYLOR ST INVOICE QUESTIONS? CALL THE DEPT OF PUBLIC WORKS AT (517) 788-4170
1-039200000	718		JOHN	TITLER ROBERT L	2300029894	5/23/2023	297.04	PROPERTY CLEAN-UP - ITEMS REMOVED INCLUDED:PLEASE REMOVE ALL GARBAGE, TRASH, JUNK, DEBRIS INCLUDING TIRES, PLASTIC CONTAINERS FROM THE ENTIRE PROPERTY.ADDRESS: 718 JOHN STCITATION DATE: 4/4/2023INVOICE QUESTIONS? CALL THE BUILDING DEPT AT (517) 788-4012
1-045500000	230	W	NORTH	JIMENEZ JOHN H ET AL	2300029856	5/16/2023	297.04	PROPERTY CLEAN-UP - ITEMS REMOVED INCLUDED:PLEASE REMOVE ALL GARBAGE AND DEBRIS FROM THE ENTIRE PROPERTY INCLUDING DISCARDEDITEMS, TRASH, GARBAGE AND PLASTICS.ADDRESS: 230 W NORTH STCITATION DATE: 3/29/2023INVOICE QUESTIONS? CALL THE BUILDING DEPT AT (517) 788-4012
1-056300000	1015	N	BLACKSTONE	JOHNSON ETAL, CHESTER	2300030106	7/5/2023	258.06	PRIVATE PROPERTY MOWING COMPLETED ON 6/14/23LOCATION: 1015 N. BLACKSTONE STINVOICE QUESTIONS? CALL THE DEPT OF PUBLIC WORKS AT (517) 788-4170
1-070600000	418		JEFFERSON	HOME POINT FINANCIAL CORPORATION	2300030294	8/21/2023	215.20	PRIVATE PROPERTY MOWING COMPLETED ON 7/21/23LOCATION: 418 JEFFERSON ST.INVOICE QUESTIONS? CALL THE DEPT OF PUBLIC WORKS AT (517) 788-4170
1-075300000	426		MADISON	YOUNG, ANDREW J	2300029979	6/16/2023	214.22	BOARD UP OF OPEN AND ACCESSIBLE ENTRIES AT 426 MADISON ST 6/8/2023. INVOICE QUESTIONS? CALL THE COMMUNITY DEVELOPMENT DEPARTMENT AT (517) 788-4060
1-075300000	426		MADISON	YOUNG, ANDREW J	2300030142	7/10/2023	217.74	PRIVATE PROPERTY MOWING COMPLETED ON 6/22/23LOCATION: 426 MADISON ST INVOICE QUESTIONS? CALL THE DEPT OF PUBLIC WORKS AT (517) 788-4170

1-079700000	1416		HURON	BROWN, JERRY	2300030406	9/22/2023	1491.04	PROPERTY CLEAN-UP - ITEMS REMOVED INCLUDED:PLEASE REMOVE ALL GARBAGE AND DEBRIS FROM ENTIRE PROPERTY TO INCLUDE MATTRESSES, FURNITURE, PLASTIC, PAPER, OLD OIL TANK, LARGE PILE OF BLACK GARBAGE BAGS BEHIND HOME BETWEEN HOUSE AND GARAGE AND ALL PAPER, PLASTIC AND METAL IN DRIVE AND IN YARD. ADDRESS: 1416 HURON STCITATION DATE: 7/13/2023INVOICE QUESTIONS? CALL THE BUILDING DEPT AT (517) 788-4012
2-003600000	310	N	BLACKSTONE	CAMPOS, MELITA L.	2300030027	6/27/2023	220.28	PRIVATE PROPERTY MOWING COMPLETED ON 5/29/23LOCATION: 310 N. BLACKSTONE ST INVOICE QUESTIONS? CALL THE DEPT OF PUBLIC WORKS AT (517) 788-4170
2-004800000	322		CLINTON	RIVERA LE, RICHARD E	2300030029	6/27/2023	220.28	PRIVATE PROPERTY MOWING COMPLETED ON 5/29/23LOCATION: 322 CLINTON ST INVOICE QUESTIONS? CALL THE DEPT OF PUBLIC WORKS AT (517) 788-4170
2-004800000	322		CLINTON	RIVERA LE, RICHARD E	2300030226	8/2/2023	255.05	PRIVATE PROPERTY MOWING COMPLETED ON 7/12/2023LOCATION: 322 CLINTON ST.INVOICE QUESTIONS? CALL THE DEPT OF PUBLIC WORKS AT (517) 788-4170
2-008400000	603		WILDWOOD	DEPAULA PATRICIA F	2300029844	5/16/2023	1232.08	PROPERTY CLEAN-UP - ITEMS REMOVED INCLUDED:REMOVE ALL GARBAGE AND DEBRIS FROM THE ENTIRE PROPERTY.ADDRESS: 603 WILDWOOD AVECITATION DATE: 1/18/2023INVOICE QUESTIONS? CALL THE BUILDING DEPT AT (517) 788-4012
2-014200000	107	N	BOWEN	MILLER, QUINN	2300030381	9/20/2023	252.04	PRIVATE PROPERTY MOWING COMPLETED ON 8/2/23LOCATION: 107 N BOWEN STINVOICE QUESTIONS? CALL THE DEPT OF PUBLIC WORKS AT (517) 788-4170

2-078700000	316	N	GRINNELL	REED CLIFF D	2300030135	7/5/2023	290.28	PROPERTY CLEAN-UP - ITEMS REMOVED INCLUDED:PLEASE REMOVE ALL GARBAGE, TRASH, JUNK AND DEBRIS FROM THE ENTIRE PROPERTY INCLUDING BUT NOT LIMITED TO DISCARDED MATTRESS BACK YARD NORTH PROPERTY AREA AND TRASH IN OVERFLOWING TRASH CONTAINERS NEAR HOUSE, EAST PROPERTY. REMOVE ALL LITTER, PAPERS AND OTHER DEBRIS.ADDRESS: 316 N GRINNELL STCITATION DATE: 6/7/2023INVOICE QUESTIONS? CALL THE BUILDING DEPT AT (517) 788-4012
2-078700000	316	N	GRINNELL	REED CLIFF D	2300030250	8/3/2023	286.90	PROPERTY CLEAN-UP - ITEMS REMOVED INCLUDED:PLEASE REMOVE ALL GARBAGE, TRASH, JUNK AND DEBRIS FROM THE ENTIRE PROPERTY INCLUDING BUT NOT LIMITED TO DISCARDED MATTRESS BACK YARDNORTH PROPERTY AREA AND TRASH IN OVERFLOWING TRASH CONTAINERS NEARHOUSE, EAST PROPERTY. REMOVE ALL LITTER, PAPERS AND OTHER DEBRIS.ADDRESS: 316 N GRINNELL STCITATION DATE: 6/7/2023INVOICE QUESTIONS? CALL THE BUILDING DEPT AT (517) 788-4012
2-0875.4000	315	N	WISNER	RJ FLIPS LLC	2300030012	6/21/2023	565.57	PROPERTY CLEAN-UP - ITEMS REMOVED INCLUDED:REMOVE ALL GARBAGE AND DEBRIS FROM THE ENTIRE PROPERTYADDRESS: 315 N WISNER STCITATION DATE: 5/16/2023INVOICE QUESTIONS? CALL THE BUILDING DEPT AT (517) 788-4012
2-0896.1000	430	N	BLACKSTONE	DISCOUNT PROPERTIES LLC	2300030031	6/27/2023	220.28	PRIVATE PROPERTY MOWING COMPLETED ON 5/29/23LOCATION: 430 N. BLACKSTONE TS INVOICE QUESTIONS? CALL THE DEPT OF PUBLIC WORKS AT (517) 788-4170
2-093200000	407	W	GANSON	HUNT, STEPHEN L	2300029890	5/23/2023	297.04	PROPERTY CLEAN-UP - ITEMS REMOVED INCLUDED:PLEASE REMOVE MATTRESSES, FURNITURE CABINET, BASSINET, JUNK & ANY OTHERDEBRIS FROM THE ENTIRE PROPERTY.ADDRESS: 407 W GANSONCITATION DATE: INVOICE QUESTIONS? CALL THE BUILDING DEPT AT (517) 788-4012

2-093400000	524		WOODRUFF	BACON, ANNA	2300030013	6/21/2023	293.66	PROPERTY CLEAN-UP - ITEMS REMOVED INCLUDED:PLEASE REMOVE ALL GARBAGE, TRASH, JUNK AND DEBRIS FROM THE ENTIRE PROPERTY INCLUDING BUT NOT LIMITED TO DISCARDED REFRIGERATOR NORTH PROPERTY AREA, DISCARDED WOOD, PLASTIC, WOOD PALLET, FURNITURE, OTHER JUNK AND DEBRIS WEST AND EAST PROPERTY AREAS.ADDRESS: 524 WOODRUFF STCITATION DATE: 4/25/2023INVOICE QUESTIONS? CALL THE BUILDING DEPT AT (517) 788-4012
2-094000000	421	W	GANSON	KALYONCUOGLU, AHMET G	2300030032	6/27/2023	220.28	PRIVATE PROPERTY MOWING COMPLETED ON 5/29/23LOCATION: 421 W. GANSON ST INVOICE QUESTIONS? CALL THE DEPT OF PUBLIC WORKS AT (517) 788-4170
2-100200000	715	W	GANSON	SZEMAK KAREN	2300030134	7/5/2023	290.28	PROPERTY CLEAN-UP - ITEMS REMOVED INCLUDED:LARGE AMOUNTS OF DISCARDED JUNK AND DEBRIS IN THE BACK YARD SOUTH OF PROPERTY INCLUDING WOOD, METAL, PLASTIC, PAPER, DISCARDED HOUSEHOLD ITEMS, DISCARDED BROKEN CABINET. ALSO OBSERVED ON THE FRONT ENCLOSED PORCH NORTH OF PROPERTY, HAS DISCARDED HOUSEHOLD ITEMS, BOXES AND OTHER DEBRIS.ADDRESS: 715 W GANSON STCITATION DATE: 5/24/2023INVOICE QUESTIONS? CALL THE BUILDING DEPT AT (517) 788-4012
2-112400000	422	W	GANSON	BAL, HALIL	2300030107	7/5/2023	258.06	PRIVATE PROPERTY MOWING COMPLETED ON 6/14/23LOCATION: 422 W. GANSON STINVOICE QUESTIONS? CALL THE DEPT OF PUBLIC WORKS AT (517) 788-4170
2-112400000	422	W	GANSON	BAL, HALIL	2300030275	8/10/2023	255.05	PRIVATE PROPERTY MOWING COMPLETED ON 7/19/23LOCATION: 422 W. GANSON STINVOICE QUESTIONS? CALL THE DEPT OF PUBLIC WORKS AT (517) 788-4170

2-114700000	704		LANSING	CLIFTON, JAMES N	2300030254	8/3/2023	286.90	PROPERTY CLEAN-UP - ITEMS REMOVED INCLUDED:PLEASE REMOVE ALL GARBAGE AND DEBRIS FROM THE ENTIRE PROPERTY, INCLUDING THE PILES OF JUNK, DISCARDED CONSTRUCTION MATERIALS AND GARBAGE FROM TRAILER AGAINST THE REAR OF THE HOUSE. PHOTOS TAKEN FROM NORTH SIDE OF RESIDENCE AT FVA PROPERTY. ADDRESS: 704 LANSING AVECITATION DATE: 6/7/2023INVOICE QUESTIONS? CALL THE BUILDING DEPT AT (517) 788-4012
2-135300000	804		LINCOLN	HILL, HERBERT	2300030035	6/27/2023	220.28	PRIVATE PROPERTY MOWING COMPLETED ON 5/29/23LOCATION: 804 LINCOLN ST INVOICE QUESTIONS? CALL THE DEPT OF PUBLIC WORKS AT (517) 788-4170
2-135300000	804		LINCOLN	HILL, HERBERT	2300030276	8/10/2023	255.05	PRIVATE PROPERTY MOWING COMPLETED ON 7/19/23LOCATION: 804 LINCOLN STINVOICE QUESTIONS? CALL THE DEPT OF PUBLIC WORKS AT (517) 788-4170
2-173300000	0	W	NORTH	HUNTINGTON NATIONAL BANK	2300030078	6/30/2023	342.65	PRIVATE PROPERTY MOWING COMPLETED ON 6/9/2023LOCATION: VACANT LOT ON W. NORTH ST INVOICE QUESTIONS? CALL THE DEPT OF PUBLIC WORKS AT (517) 788-4170
2-203800000	1035		CLINTON	WICHT ADAM	2300029860	5/16/2023	2620.25	PROPERTY CLEAN-UP AT 1035 CLINTON, COMPLETED ON 3/23/2023INVOICE QUESTIONS? CALL THE BUILDING DEPT AT (517) 788-4012
3-002600000	709		SECOND	MAYNARD, BRIAN & JOANNA L	2300030039	6/28/2023	220.28	PRIVATE PROPERTY MOWING COMPLETED ON 5/29/2023LOCATION: 709 SECOND ST INVOICE QUESTIONS? CALL THE DEPT OF PUBLIC WORKS AT (517) 788-4170
3-011200000	400		SECOND	COMMUNITY REAL ESTATE DEVELOPMENT	2300030040	6/28/2023	220.28	PRIVATE PROPERTY MOWING COMPLETED ON 5/29/2023LOCATION: 400 SECOND ST INVOICE QUESTIONS? CALL THE DEPT OF PUBLIC WORKS AT (517) 788-4170
3-015200000	708		SECOND	ECKER, PAUL W	2300030041	6/28/2023	220.28	PRIVATE PROPERTY MOWING COMPLETED ON 5/29/2023LOCATION: 708 SECOND ST INVOICE QUESTIONS? CALL THE DEPT OF PUBLIC WORKS AT (517) 788-4170
3-015300000	710		SECOND	DANFA, MAMADOU	2300030042	6/28/2023	220.28	PRIVATE PROPERTY MOWING COMPLETED ON 5/29/2023LOCATION: 710 SECOND ST INVOICE QUESTIONS? CALL THE DEPT OF PUBLIC WORKS AT (517) 788-4170

3-190300000	727		LAWRENCE	RATLIFF FIKES, PALMA D	2300030216	8/2/2023	255.05	PRIVATE PROPERTY MOWING COMPLETED ON 7/7/2023LOCATION: 727 LAWRENCE ST.INVOICE QUESTIONS? CALL THE DEPT OF PUBLIC WORKS AT (517) 788-4170
3-200900000	1013		SECOND	SCHULZ, TYLER	2300030217	8/2/2023	215.20	PRIVATE PROPERTY MOWING COMPLETED ON 7/7/2023LOCATION: 1013 SECOND CT.INVOICE QUESTIONS? CALL THE DEPT OF PUBLIC WORKS AT (517) 788-4170
3-203500000	407	W	MORRELL	KIENUTSKE ESTATE, LONNY	2300030005	6/21/2023	565.57	PROPERTY CLEAN-UP - ITEMS REMOVED INCLUDED:PLEASE REMOVE ALL WOOD, GLASS, CLOTHING, DOG HOUSES, AND ANY AND ALL DEBRIS FROM THE ENTIRE PROPERTY AND ALLEY.ADDRESS: 407 W MORRELL STCITATION DATE: 5/15/2023INVOICE QUESTIONS? CALL THE BUILDING DEPT AT (517) 788-4012
3-203500000	407	W	MORRELL	KIENUTSKE ESTATE, LONNY	2300030218	8/2/2023	215.20	PRIVATE PROPERTY MOWING COMPLETED ON 7/7/2023LOCATION: 407 W. MORRELL ST.INVOICE QUESTIONS? CALL THE DEPT OF PUBLIC WORKS AT (517) 788-4170
3-208900000	612		HARWOOD	WISDOM, RICHARD	2300030392	9/20/2023	330.80	PRIVATE PROPERTY MOWING COMPLETED ON 8/4/23LOCATION: 612 HARWOOD STINVOICE QUESTIONS? CALL THE DEPT OF PUBLIC WORKS AT (517) 788-4170
3-216000000	409		GARFIELD	COOLEY, TRAVIS W	2300030176	7/14/2023	217.74	PRIVATE PROPERTY MOWING COMPLETED ON 6/28/23LOCATION: 409 GARFIELD ST INVOICE QUESTIONS? CALL THE DEPT OF PUBLIC WORKS AT (517) 788-4170
3-216000000	409		GARFIELD	COOLEY, TRAVIS W	2300030350	9/6/2023	283.52	CLEANED AT THE DISCRETION OF THE CHIEF BUILDING OFFICIALADDRESS: 409 GARFIELD STCITATION DATE: 7/27/2023INVOICE QUESTIONS? CALL THE BUILDING DEPT AT (517) 788-4012
3-217700000	616	W	HIGH	AEG PROPERTIES LLC	2300029851	5/16/2023	297.04	PROPERTY CLEAN-UP - ITEMS REMOVED INCLUDED:PLEASE REMOVE ALL GARBAGE, TRASH, JUNK AND DEBRIS FROM THE ENTIRE PROPERTY INCLUDINGBUT NOT LIMITED TO DISCARDED PAPERS, TRASH, LITTER, PLASTIC, BOXES, CARDBOARD AND ALLOTHER DEBRIS AND LITTER ON THE ENTIRE PROPERTY.ADDRESS: 616 W HIGH STCITATION DATE: 3/21/2023INVOICE QUESTIONS? CALL THE BUILDING DEPT AT (517) 788-4012

3-217700000	616	W	HIGH	AEG PROPERTIES LLC	2300030047	6/28/2023	220.28	PRIVATE PROPERTY MOWING COMPLETED ON 5/31/2023LOCATION: 616 W. HIGH ST INVOICE QUESTIONS? CALL THE DEPT OF PUBLIC WORKS AT (517) 788-4170
3-217700000	616	W	HIGH	AEG PROPERTIES LLC	2300030219	8/2/2023	255.05	PRIVATE PROPERTY MOWING COMPLETED ON 7/7/2023LOCATION: 616 W. HIGH ST.INVOICE QUESTIONS? CALL THE DEPT OF PUBLIC WORKS AT (517) 788-4170
3-218200000	614	W	HIGH	AEG PROPERTIES LLC	2300030048	6/28/2023	165.87	PRIVATE PROPERTY MOWING COMPLETED ON 5/31/2023LOCATION: 614 W. HIGH ST INVOICE QUESTIONS? CALL THE DEPT OF PUBLIC WORKS AT (517) 788-4170
3-218200000	614	W	HIGH	AEG PROPERTIES LLC	2300030220	8/2/2023	201.90	PRIVATE PROPERTY MOWING COMPLETED ON 7/7/2023LOCATION: 614 W. HIGH ST.INVOICE QUESTIONS? CALL THE DEPT OF PUBLIC WORKS AT (517) 788-4170
3-220200000	1244		GREENWOOD	HILTABIDEL, DARRIEN L	2300030336	9/1/2023	283.52	PLEASE REMOVE ALL GARBAGE, TRASH, JUNK AND DEBRIS ROOM THE ENTIRE PROPERTY INCLUDING BUT NOT LIMITED TO DISCARDED HOUSEHOLD ITEMS, PLASTIC, METAL, WOOD, TRASH, PAPERS AND ALL OTHER DEBRIS NEAR DRIVEWAY WEST AND NORTH PROPERTY AREASADDRESS: 1244 GREENWOOD AVECITATION DATE: 7/7/2023 INVOICE QUESTIONS? CALL THE BUILDING DEPT AT (517) 788-4012
3-239100000	401		GRISWOLD	WASHINGTON, CHARLES A	2300030384	9/20/2023	212.66	PRIVATE PROPERTY MOWING COMPLETED ON 8/3/23LOCATION: 401 GRISWOLD STINVOICE QUESTIONS? CALL THE DEPT OF PUBLIC WORKS AT (517) 788-4170
3-248100000	1901		FOURTH	JOHNSON, JONNIE ET AL	2300030249	8/3/2023	233.80	PROPERTY CLEAN-UP - ITEMS REMOVED INCLUDED:PLEASE REMOVE ALL GARBAGE AND DEBRIS FROM THE ENTIRE PROPERTY, INCLUDING THE COUCH AND PILLOWS FROM RIGHT OF WAY (CURBSIDE). AS OF 6/27/2023, STILL IN VIOLATION.ADDRESS: 1901 FOURTH STCITATION DATE: 6/21/2023INVOICE QUESTIONS? CALL THE BUILDING DEPT AT (517) 788-4012
4-005600000	212	S	MECHANIC	FADY INC	2300030177	7/14/2023	217.74	PRIVATE PROPERTY MOWING COMPLETED ON 6/29/23LOCATION: 212 S. MECHANIC ST INVOICE QUESTIONS? CALL THE DEPT OF PUBLIC WORKS AT (517) 788-4170

4-038600000	329	W	FRANKLIN	PHELPS, DEQUANDRE	2300030334	9/1/2023	283.52	PLEASE REMOVE ALL GARBAGE AND DEBRIS FROM THE ENTIRE PROPERTY INCLUDING DISCARDED APPLIANCES AND DOORS IN BACK YARD.ADDRESS: 329 W FRANKLIN STCITATION DATE: 7/10/2023INVOICE QUESTIONS? CALL THE BUILDING DEPT AT (517) 788-4012
4-046500000	231	W	WILKINS	K & M HOLDINGS AND REAL ESTATE LLC	2300030110	7/5/2023	298.38	PRIVATE PROPERTY MOWING COMPLETED ON 6/15/23LOCATION: 231 W. WILKINS ST INVOICE QUESTIONS? CALL THE DEPT OF PUBLIC WORKS AT (517) 788-4170
4-047000000	709	S	BLACKSTONE	STRINGHAM, CRAIG	2300030385	9/20/2023	212.66	PRIVATE PROPERTY MOWING COMPLETED ON 8/3/23LOCATION: 709 S BLACKSTONE STINVOICE QUESTIONS? CALL THE DEPT OF PUBLIC WORKS AT (517) 788-4170
4-048300000	815	S	BLACKSTONE	TAP TRUST	2300030405	9/22/2023	283.52	PROPERTY CLEAN-UP - ITEMS REMOVED INCLUDED: PLEASE REMOVE DISCARDED FURNITURE EAST OF PROPERTY BEHIND THE SHED AND ANY OTHER DEBRIS FROM THE ENTIRE PROPERTY. ADDRESS: 815 S BLACKSTONECITATION DATE: 7/13/2023INVOICE QUESTIONS? CALL THE BUILDING DEPT AT (517) 788-4012
4-054100000	306	W	BIDDLE	LAWSON TROY SR	2300029846	5/16/2023	297.04	PROPERTY CLEAN-UP - ITEMS REMOVED INCLUDED:PLEASE REMOVE ALL GARBAGE, TRASH, JUNK AND DEBRIS FROM THE ENTIRE PROPERTY INCLUDINGBUT NOT LIMITED TO DISCARDED PLASTIC, LITTER, PAPERS, CARDBOARD, BOXES, HOUSEHOLDITEMS, ALL OTHER JUNK AND DEBRIS EAST PROPERTY AREA NEAR HOUSE AND BACKYARD NORTHPROPERTY AREA.ADDRESS: 306 W BIDDLE STCITATION DATE: 3/9/2023INVOICE QUESTIONS? CALL THE BUILDING DEPT AT (517) 788-4012
4-058300000	331	W	BIDDLE	MELTON JACOB SR	2300029847	5/16/2023	297.04	PROPERTY CLEAN-UP - ITEMS REMOVED INCLUDED:PLEASE REMOVE ALL GARBAGE, TRASH AND DEBRIS FROM THE ENTIRE PROPERTY INCLUDING BUTNOT LIMITED TO DISCARDED MATTRESS, PLASTIC, HOUSEHOLD ITEMS, METAL, LITTER, PAPERS ANDOTHER JUNK AND DEBRIS SOUTH PROPERTY AREA.ADDRESS: 331 W BIDDLE STCITATION DATE: 3/9/2023INVOICE QUESTIONS? CALL THE BUILDING DEPT AT (517) 788-4012

4-065700000	1005	S	JACKSON	BLACKOUT CONSTRUCTION LLC	2300030053	6/29/2023	220.28	PRIVATE PROPERTY MOWING COMPLETED ON 6/5/2023LOCATION: 1005 S. JACKSON STINVOICE QUESTIONS? CALL THE DEPT OF PUBLIC WORKS AT (517) 788-4170
4-065700000	1005	S	JACKSON	BLACKOUT CONSTRUCTION LLC	2300030266	8/10/2023	341.05	BOARD UP OF OPEN AND ACCESSIBLE ENTRIES AT 1005 S JACKSON ST; 7/31/2023INVOICE QUESTIONS? CALL THE COMMUNITY DEVELOPMENT DEPARTMENT AT (517) 788-4060
4-065700000	1005	S	JACKSON	BLACKOUT CONSTRUCTION LLC	2300030332	9/1/2023	283.52	PLEASE REMOVE FURNITURE, BIKES, WOOD TO INCLUDE WOOD RAMP, FRONT YARD GARBAGE ALONG WITH ANY AND ALL DEBRIS FROM ENTIRE YARD.ADDRESS: 1005 S JACKSON STCITATION DATE: 7/7/2023INVOICE QUESTIONS? CALL THE BUILDING DEPT AT (517) 788-4012
4-067100000	1039	S	JACKSON	HUGHES TIMIKA R	2300030054	6/29/2023	220.28	PRIVATE PROPERTY MOWING COMPLETED ON 6/5/2023LOCATION: 1039 S. JACKSON ST INVOICE QUESTIONS? CALL THE DEPT OF PUBLIC WORKS AT (517) 788-4170
4-071100000	819	S	JACKSON	4 SURE PROPERTY MANAGEMENT LLC	2300030008	6/21/2023	293.66	PROPERTY CLEAN-UP - ITEMS REMOVED INCLUDED:PLEASE REMOVE ALL GARBAGE, TRASH, JUNK AND DEBRIS FROM THE ENTIRE PROPERTY INCLUDING BUT NOT LIMITED TO FALLEN DOWN DAMAGE WOOD FENCE SECTIONS ON THE GROUND NORTH PROPERTY AREA.ADDRESS: 819 S JACKSON STCITATION DATE: 4/27/2023INVOICE QUESTIONS? CALL THE BUILDING DEPT AT (517) 788-4012
4-078000000	132	W	WILKINS	SEYDELL BRANDI ET AL	2300030344	9/1/2023	283.52	PLEASE REMOVE ALL GARBAGE, TRASH, JUNK AND DEBRIS FROM THE ENTIRE PROPERTY INCLUDING BUT NOT LIMITED TO DISCARDED APPLIANCE IN BACK YARD NORTH PROPERTY AREA, PAPERS, FULL TRASH BAGS WITH UNKNOWN CONTENT(S), CARDBOARD, HOUSEHOLD TRASH, LITTER, BOXES, PLASTIC AND METAL LOCATED SOUTH, WEST AND NORTH PROPERTY AREASADDRESS: 132 W WILKINS STCITATION DATE: 7/20/2023INVOICE QUESTIONS? CALL THE BUILDING DEPT AT (517) 788-4012

4-087700000	943		WILLIAMS	JOHNSON, TONY	2300030296	8/21/2023	215.20	PRIVATE PROPERTY MOWING COMPLETED ON 7/25/23LOCATION: 943 WILLIAMS ST.INVOICE QUESTIONS? CALL THE DEPT OF PUBLIC WORKS AT (517) 788-4170
4-098900000	1223	S	JACKSON	STRINGHAM, CRAIG	2300029903	5/23/2023	297.04	PROPERTY CLEAN-UP - ITEMS REMOVED INCLUDED:PLEASE REMOVE ALL GARBAGE, TRASH, JUNK AND DEBRIS FROM THE ENTIRE PROPERTY INCLUDING BUTNOT LIMITED TO DISCARDED FURNITURE, CHAIR ALL OTHER JUNK AND DEBRIS; EAST PROPERTY AREA.ADDRESS: 1223 S JACKSON STCITATION DATE: 4/20/2023INVOICE QUESTIONS? CALL THE BUILDING DEPT AT (517) 788-4012
4-102400000	1200		SHELDON	WEALTH MATTERS CREDIT SOLUTIONS LLC	2300029852	5/16/2023	297.04	PROPERTY CLEAN-UP - ITEMS REMOVED INCLUDED:PLEASE REMOVE ALL GARBAGE, TRASH, JUNK AND DEBRIS FROM THE ENTIRE PROPERTY INCLUDINGBUT NOT LIMITED TO DISCARDED CONSTRUCTION MATERIAL, PAPERS, TARPS, PLASTIC, WOOD,TRASH, LITTER AND ANY OTHER JUNK AND DEBRIS WEST PROPERTY AREA ON OR NEAR DECK.ADDRESS: 1200 SHELDON STCITATION DATE: 2/23/2023INVOICE QUESTIONS? CALL THE BUILDING DEPT AT (517) 788-4012
4-107700000	1205		LINWOOD	ALLEN, TAREKIA	2300030022	6/23/2023	146.83	BOARD UP OF OPEN AND ACCESSIBLE ENTRIES AT 1205 LINWOOD AVE 6/21/2023. INVOICE QUESTIONS? CALL THE COMMUNITY DEVELOPMENT DEPARTMENT AT (517) 788-4060
4-107700000	1205		LINWOOD	ALLEN, TAREKIA	2300030055	6/29/2023	220.28	PRIVATE PROPERTY MOWING COMPLETED ON 6/2/2023LOCATION: 1205 LINWOOD AVEINVOICE QUESTIONS? CALL THE DEPT OF PUBLIC WORKS AT (517) 788-4170
4-107700000	1205		LINWOOD	ALLEN, TAREKIA	2300030318	8/22/2023	209.30	BOARD UP OF OPEN AND ACCESSIBLE ENTRIES AT 1205 LINWOOD AVE ON 8/18/2023. INVOICE QUESTIONS? CALL THE COMMUNITY DEVELOPMENT DEPARTMENT AT (517) 788-4060
4-119300000	340		UNION	HULBURT, TROY	2300030087	6/30/2023	220.28	PRIVATE PROPERTY MOWING COMPLETED ON 6/8/2023LOCATION: 340 UNION ST INVOICE QUESTIONS? CALL THE DEPT OF PUBLIC WORKS AT (517) 788-4170

4-120600000	1007		WOODBIDGE	SEXTON DOUGLAS WAYNE T	2300030138	7/5/2023	290.28	PROPERTY CLEAN-UP - ITEMS REMOVED INCLUDED:PLEASE REMOVE ALL GARBAGE AND DEBRIS FROM THE ENTIRE PROPERTY INCLUDING BED FRAMES, MATTRESS, CHAIRS, CARDBOARD, TOYS AND ANY AND ALL DEBRIS FROM THE FRONT AND SIDE YARDS.ADDRESS: 1211 TENEYCK STCITATION DATE: 5/31/2023INVOICE QUESTIONS? CALL THE BUILDING DEPT AT (517) 788-4012
4-120600000	1007		WOODBIDGE	SEXTON DOUGLAS WAYNE T	2300030145	7/10/2023	217.74	PRIVATE PROPERTY MOWING COMPLETED ON 6/22/23LOCATION: 1007 WOODBRIDGE STINVOICE QUESTIONS? CALL THE DEPT OF PUBLIC WORKS AT (517) 788-4170
4-121600000	1006		GREENWOOD	CDE VENTURES LLC	2300030342	9/1/2023	283.52	PLEASE REMOVE ALL GARBAGE AND DEBRIS FROM THE ENTIRE PROPERTY INCLUDING FROM THE SHED NORTH OF HOME. PLEASE REMOVE MATTRESS, RAW GARBAGE, CARDBOARD METAL ETC., THAT FILLS TRASH, AS WELL AS MULTI-COLOR STRIPE CHAIR IN BRUSH NEAR FENCE.ADDRESS: 1006 GREENWOOD AVECITATION DATE: 7/24/2023INVOICE QUESTIONS? CALL THE BUILDING DEPT AT (517) 788-4012
4-132700000	1230		WOODBIDGE	THOMAS JOHN W & EDITH J TRUST	2300029853	5/16/2023	297.04	PROPERTY CLEAN-UP - ITEMS REMOVED INCLUDED:PLEASE REMOVE ALL GARBAGE, TRASH, JUNK AND DEBRIS FROM THE ENTIRE PROPERTY INCLUDINGBUT NOT LIMITED TO DISCARDED PAPERS, LITTER, PLASTIC, HOUSEHOLD ITEMS, METAL, PLASTIC,JUNK AND DEBRIS ALL OVER THE GROUND IN THE BACKYARD WEST PROPERTY AREA AND SOUTHPROPERTY AREA.ADDRESS: 1230 WOODBRIDGE STCITATION DATE: 3/23/2023INVOICE QUESTIONS? CALL THE BUILDING DEPT AT (517) 788-4012

4-137800000	207	W	HIGH	NKT INVESTMENTS LLC	2300029855	5/16/2023	297.04	PROPERTY CLEAN-UP - ITEMS REMOVED INCLUDED:PLEASE REMOVE ALL GARBAGE AND DEBRIS FROM THE ENTIRE PROPERTY INCLUDING DISCARDEDWOOD BOXES, CARDBOARD, GARBAGE, BROKEN FURNITURE AND ALL OTHER DEBRIS FROM ENTIREEXTERIOR OF THE PROPERTY.ADDRESS: 207 W HIGH STCITATION DATE: 3/23/2023INVOICE QUESTIONS? CALL THE BUILDING DEPT AT (517) 788-4012
4-146500000	249		DOUGLAS	USAK EROL	2300030132	7/5/2023	290.28	PROPERTY CLEAN-UP - ITEMS REMOVED INCLUDED:PLEASE REMOVE ALL GARBAGE, TRASH, JUNK AND DEBRIS FROM THE ENTIRE PROPERTY INCLUDING BUT NOT LIMITED TO DISCARDED WOOD, TRASH BAGS, FURNITURE, DEBRIS IN JUNK PILE NEAR SHED SOUTHWEST PROPERTY AREA.ADDRESS: 249 DOUGLAS ST CITATION DATE:6/6/2023INVOICE QUESTIONS? CALL THE BUILDING DEPT AT (517) 788-4012
4-1484.1000	1510	S	JACKSON	KINYELE, NICKSON M	2300030228	8/2/2023	255.05	PRIVATE PROPERTY MOWING COMPLETED ON 7/11/2023LOCATION: 1510 S. JACKSON ST.INVOICE QUESTIONS? CALL THE DEPT OF PUBLIC WORKS AT (517) 788-4170
4-1521.1000	0		MAPLE	PEARL, SYLVESTER JR	2300029907	5/23/2023	297.04	PROPERTY CLEAN-UP - ITEMS REMOVED INCLUDED:PLEASE REMOVE ALL GARBAGE, TRASH, JUNK AND DEBRIS FROM THE ENTIRE PROPERTY INCLUDINGDISCARDED PAPERS, LITTER, JUNK, DEBRIS, RUGS AND CARDBOARD. LOCATED ON GROUND OF VACANTLOT; EAST PROPERTY AREA.ADDRESS: MAPLE AVECITATION DATE: 4/26/2023INVOICE QUESTIONS? CALL THE BUILDING DEPT AT (517) 788-4012
4-153200000	1308		WILLIAMS	LEWIS, DARNELL ET AL	2300029898	5/23/2023	297.04	PROPERTY CLEAN-UP - ITEMS REMOVED INCLUDED:PLEASE REMOVE ALL GARBAGE, TRASH, JUNK AND DEBRIS FROM THE ENTIRE PROPERTY INCLUDING BUTNOT LIMITED TO DISCARDED MATTRESS WEST PROPERTY AREA, LITTER FRONT YARD EAST PROPERTYAND ANY OTHER DEBRIS ON PROPERTY.ADDRESS: 1308 WILLIAMS STCITATION DATE: 3/22/2023INVOICE QUESTIONS? CALL THE BUILDING DEPT AT (517) 788-4012

4-163300000	181	W	PROSPECT	CLAY, REGINALD & VERONICA	2300030059	6/29/2023	220.28	PRIVATE PROPERTY MOWING COMPLETED ON 6/5/2023LOCATION: 181 W. PROSPECT ST INVOICE QUESTIONS? CALL THE DEPT OF PUBLIC WORKS AT (517) 788-4170
4-174100000	312		BLOOMFIELD	MARC BRAUTIGAM	2300029773	4/20/2023	300.42	PROPERTY CLEAN-UP - ITEMS REMOVED INCLUDED:PLEASE REMOVE ALL GARBAGE, TRASH, JUNK AND DEBRIS FROM THE ENTIRE PROPERTYINCLUDING BUT NOT LIMITED TO DISCARDED HOUSEHOLD ITEMS, METAL, PLASTIC,LITTER, CARDBOARD, BOXES, AND ALL OTHER JUNK AND DEBRIS, EAST PROPERTYAREA NEAR HOUSE AND ON OPEN FRONT PORCH, SOUTH PROPERTY AREA.ADDRESS: 312 BLOOMFIELD BLVDCITATION DATE: 02/22/2023INVOICE QUESTIONS? CALL THE BUILDING DEPT AT (517) 788-
5-012900000	108	E	MASON	FRANKLIN, GREGORY ETAL	2300029778	4/20/2023	300.42	PROPERTY CLEAN-UP - ITEMS REMOVED INCLUDED:PLEASE REMOVE ALL GARBAGE, TRASH, JUNK AND DEBRIS FROM THE ENTIRE PROPERTY INCLUDING BUT NOT LIMITED TO DISCARDED FURNITURE ITEM, TV,AND ANY OTHER JUNK AND DEBRIS ON THE PROPERTY.ADDRESS: 108 E MASON STCITATION DATE: 02/22/2023INVOICE QUESTIONS? CALL THE BUILDING DEPT AT (517) 788-4012
5-021100000	603	S	MECHANIC	TRIANA ENTERPRISES LLC	2300030061	6/29/2023	220.28	PRIVATE PROPERTY MOWING COMPLETED ON 6/2/2023LOCATION: 603 S. MECHANIC STINVOICE QUESTIONS? CALL THE DEPT OF PUBLIC WORKS AT (517) 788-4170
5-022100000	108	E	BIDDLE	SAFIYE, KAYA	2300029878	5/17/2023	284.92	BOARD UP OF OPEN AND ACCESSIBLE ENTRIES AT 108-110 E BIDDLE ST 5/1/2023. INVOICE QUESTIONS? CALL THE COMMUNITY DEVELOPMENT DEPARTMENT AT (517) 788-4060
5-022100000	108	E	BIDDLE	SAFIYE, KAYA	2300030345	9/6/2023	271.96	BOARD UP OF OPEN AND ACCESSIBLE ENTRIES AT 108-110 E BIDDLE ST ON 8/30/2023. INVOICE QUESTIONS? CALL THE COMMUNITY DEVELOPMENT DEPARTMENT AT (517) 788-4060
5-036700000	206		MITCHELL	ROPER, JASON	2300029943	6/15/2023	220.28	PRIVATE PROPERTY MOWING COMPLETED ON 5/23/23LOCATION: 206 MITCHELL ST INVOICE QUESTIONS? CALL THE DEPT OF PUBLIC WORKS AT (517) 788-4170

5-050600000	148		MITCHELL	KOKER, DERYA & AYDIN OMER	2300030297	8/21/2023	255.05	PRIVATE PROPERTY MOWING COMPLETED ON 7/26/23LOCATION: 148 MITCHELL STINVOICE QUESTIONS? CALL THE DEPT OF PUBLIC WORKS AT (517) 788-4170
5-050700000	902		EVERHARD	HARDRICK ESTATE, HOWARD & DELORES	2300029944	6/15/2023	220.28	PRIVATE PROPERTY MOWING COMPLETED ON 5/23/23LOCATION: 902 EVERHARD ST INVOICE QUESTIONS? CALL THE DEPT OF PUBLIC WORKS AT (517) 788-4170
5-052800000	911	S	MARTIN LUTHER KING JR	PLP PROMISE LAND PROPERTIES LLC	2300030089	6/30/2023	261.07	PRIVATE PROPERTY MOWING COMPLETED ON 6/9/2023LOCATION: 911 S. MARTIN LUTHER KING JR DRINVOICE QUESTIONS? CALL THE DEPT OF PUBLIC WORKS AT (517) 788-4170
5-076900000	1001	S	MILWAUKEE	LUBANA, PARAMJIT S	2300030298	8/21/2023	255.05	PRIVATE PROPERTY MOWING COMPLETED ON 7/26/23LOCATION: 1001 S. MILWAUKEE ST.INVOICE QUESTIONS? CALL THE DEPT OF PUBLIC WORKS AT (517) 788-4170
5-077000000	1005	S	MILWAUKEE	LUBANA, PARAMJIT S	2300030299	8/21/2023	201.90	PRIVATE PROPERTY MOWING COMPLETED ON 7/26/23LOCATION: 1005 S. MILWAUKEE ST.INVOICE QUESTIONS? CALL THE DEPT OF PUBLIC WORKS AT (517) 788-4170
5-077100000	205		MITCHELL	LUBANA, PARAMJIT S	2300030300	8/21/2023	201.90	PRIVATE PROPERTY MOWING COMPLETED ON 7/26/23LOCATION: 205 MITCHELL ST.INVOICE QUESTIONS? CALL THE DEPT OF PUBLIC WORKS AT (517) 788-4170
5-103600000	1004		PIGEON	HARREN, SHANINA K	2300030302	8/21/2023	215.20	PRIVATE PROPERTY MOWING COMPLETED ON 7/26/23LOCATION: 1004 PIGEON ST.INVOICE QUESTIONS? CALL THE DEPT OF PUBLIC WORKS AT (517) 788-4170
5-104600000	1030		PIGEON	MACK, ASIR	2300030338	9/1/2023	283.52	PLEASE REMOVE ALL GARBAGE, TRASH, JUNK AND DEBRIS FROM THE ENTIRE PROPERTY INCLUDING BUT NOT LIMITED TO DISCARDED LITTER, TRASH, PAPERS, WOOD PALLET AND ANY OTHER GARBAGE ON PROPERTY.ADDRESS: 1030 PIGEON STCITATION DATE: 7/12/2023INVOICE QUESTIONS? CALL THE BUILDING DEPT AT (517) 788-4012
5-107300000	110		RIDGEWAY	ECEVIT, MURAT	2300030278	8/10/2023	255.05	PRIVATE PROPERTY MOWING COMPLETED ON 7/20/23LOCATION: 110 RIDGEWAY STINVOICE QUESTIONS? CALL THE DEPT OF PUBLIC WORKS AT (517) 788-4170

5-109800000	112		STANLEY	BLAKEMAN DENIS & AUTUMN	2300030003	6/21/2023	293.66	PROPERTY CLEAN-UP - ITEMS REMOVED INCLUDED:PLEASE REMOVE ALL GARBAGE AND DEBRIS FROM THE ENTIRE PROPERTY TO INCLUDE THE RAW GARBAGE THAT IS OVERFLOWING FROM TRASH BIN WEST OF THE HOME, THE BLACK GARBAGE BAGS ON GROUND ON THE NORTHSIDE OF CAMPER AND PLASTIC AND PAPER IN YARD.ADDRESS: 112 STANLEY AVECITATION DATE: 5/3/2023INVOICE QUESTIONS? CALL THE BUILDING DEPT AT (517) 788-4012
5-140800000	1511	S	MARTIN LUTHER KING JR	PATTERSON, EMY JO	2300029946	6/15/2023	220.28	PRIVATE PROPERTY MOWING COMPLETED ON 5/23/23LOCATION: 1511 S. MARTIN LUTHER KING JR DRINVOICE QUESTIONS? CALL THE DEPT OF PUBLIC WORKS AT (517) 788-4170
5-147700000	121		FRANCIS	TOWLE, RICHARD A. ET AL	2300030166	7/13/2023	5876.00	PROPERTY CLEAN-UP AT 121 FRANCIS CTCOMPLETED ON 5/16/2023INVOICE QUESTIONS? CALL THE BUILDING DEPT AT (517) 788-4012
5-172100000	1805	S	MARTIN LUTHER KING JR	ROSS DARINAN	2300029895	5/23/2023	297.04	PROPERTY CLEAN-UP - ITEMS REMOVED INCLUDED:PLEASE REMOVE ALL GARBAGE AND DEBRIS FROM THE ENTIRE PROPERTY INCLUDING APPLIANCES,SINK, TIRES, ETC. IN EAST LAWN.ADDRESS: 1805 S MARTIN LUTHER KING JR DR CITATION DATE: 4/12/2023INVOICE QUESTIONS? CALL THE BUILDING DEPT AT (517) 788-4012
5-177200000	202	E	EUCLID	SAYRE RENEE L	2300029850	5/16/2023	297.04	PROPERTY CLEAN-UP - ITEMS REMOVED INCLUDED:PLEASE REMOVE ALL GARBAGE, TRASH, JUNK AND DEBRIS FROM THE ENTIRE PROPERTY INCLUDINGBUT NOT LIMITED TO DISCARDED FURNITURE WOOD ITEMS WEST PROPERTY AREA, DISCARDEDWHITE TRASH BAGS AND LITTER AND DISCARDED TV ON FRONT OPEN PORCH SOUTH PROPERTY AREA.ADDRESS: 202 E EUCLID AVECITATION DATE: 2/28/2023INVOICE QUESTIONS? CALL THE BUILDING DEPT AT (517) 788-4012
5-190100000	226	E	PROSPECT	ABOALI, FATEHIA	2300029948	6/15/2023	261.07	PRIVATE PROPERTY MOWING COMPLETED ON 5/25/23LOCATION: 226 E. PROSPECT ST INVOICE QUESTIONS? CALL THE DEPT OF PUBLIC WORKS AT (517) 788-4170

5-194000000	326	E	SOUTH	CRADDOCK, SHANA	2300029842	5/16/2023	572.08	PROPERTY CLEAN-UP - ITEMS REMOVED INCLUDED:PLEASE REMOVE ALL GARBAGE, TRASH, JUNK AND DEBRIS FROM THE ENTIRE PROPERTY INCLUDING BUT NOT LIMITED TODISCARDED HOUSEHOLD ITEMS, TRASH, PAPERS, LITTER, CARDBOARD, PLASTIC AND METAL NORTH AND WEST PROPERTYAREAS.ADDRESS: 326 E SOUTH STCITATION DATE: 3/14/2023INVOICE QUESTIONS? CALL THE BUILDING DEPT AT (517) 788-4012
5-201100000	337	E	ADDISON	HATHORN, SHELBY L & TERRY L	2300029845	5/16/2023	297.04	PROPERTY CLEAN-UP - ITEMS REMOVED INCLUDED:PLEASE REMOVE ALL GARBAGE AND DEBRIS FROM ENTIRE PROPERTY AND IN AND AROUND BOATADDRESS: 337 E ADDISON STCITATION DATE: 3/27/2023INVOICE QUESTIONS? CALL THE BUILDING DEPT AT (517) 788-4012
5-202200000	320	E	ADDISON	YOUNG ETAL, DENZEL & BROWN, MISTI	2300030066	6/29/2023	220.28	PRIVATE PROPERTY MOWING COMPLETED ON 6/5/2023LOCATION: 320 E. ADDISON ST INVOICE QUESTIONS? CALL THE DEPT OF PUBLIC WORKS AT (517) 788-4170
5-202200000	320	E	ADDISON	YOUNG ETAL, DENZEL & BROWN, MISTI	2300030391	9/20/2023	212.66	PRIVATE PROPERTY MOWING COMPLETED ON 8/3/23LOCATION: 320 E ADDISON STINVOICE QUESTIONS? CALL THE DEPT OF PUBLIC WORKS AT (517) 788-4170
5-213400000	1315		EGGLESTON	BILLS, ROBERTA ET AL	2300030004	6/21/2023	293.66	PROPERTY CLEAN-UP - ITEMS REMOVED INCLUDED:PLEASE REMOVE ALL GARBAGE AND DEBRIS FROM ENTIRE PROPERTY TO INCLUDE BUCKETS, PLASTIC, PAPER, PALLETS, BOTTLES, ETC.ADDRESS: 1315 EGGLESTON STCITATION DATE: 4/28/2023INVOICE QUESTIONS? CALL THE BUILDING DEPT AT (517) 788-4012
5-2159.1000	450	E	PROSPECT	BASHIR ALEXANDER	2300029858	5/16/2023	303.68	PROPERTY CLEAN-UP - ITEMS REMOVED INCLUDED:PLEASE REMOVE ALL GARBAGE, TRASH, JUNK AND DEBRIS FROM THE ENTIRE PROPERTY INCLUDINGBUT NOT LIMITED TO DISCARDED TIRES, AUTO PARTS, LITTER, PAPERS AND ANY OTHER JUNK ANDDEBRIS.ADDRESS: 450 E PROSPECT STCITATION DATE: 4/4/2023INVOICE QUESTIONS? CALL THE BUILDING DEPT AT (517) 788-4012

5-2159.1000	450	E	PROSPECT	BASHIR, ALEXANDER	2300030146	7/10/2023	422.52	PRIVATE PROPERTY MOWING COMPLETED ON 6/21/23LOCATION: 450 E. PROSPECT ST INVOICE QUESTIONS? CALL THE DEPT OF PUBLIC WORKS AT (517) 788-4170
6-0170.2000	720		HUPP	MITCHELL D'ANGELO M	2300029775	4/20/2023	367.17	PROPERTY CLEAN-UP - ITEMS REMOVED INCLUDED:PLEASE REMOVE ALL GARBAGE, TRASH, JUNK AND DEBRIS FROM THE ENTIRE PROPERTY TO INCLUDING BUT NOT LIMITED TO DISCARDED MATTRESSES WEST PROPERTY AREA AND DISCARDED TIRES NORTH PROPERTY AREA.10 TIRES @ \$6.00/RATE REMOVEDADDRESS: 720 HUPP AVECITATION DATE: 03/01/2023INVOICE QUESTIONS? CALL THE BUILDING DEPT AT (517) 788-4012
6-041400000	1302		DEYO	BOONE, RAYFORD WILLIS	2300029906	5/23/2023	902.08	PROPERTY CLEAN-UP - ITEMS REMOVED INCLUDED:PLEASE REMOVE ALL GARBAGE, TRASH, JUNK AND DEBRIS FROM THE ENTIRE PROPERTY INCLUDING BUTNOT LIMITED TO DISCARDED JUNK AND DEBRIS ON PROPERTY NORTH AND WEST PROPERTY AREAS,INCLUDING DISCARDED TIRES, MATTRESS, WOOD, PLASTIC, HOUSEHOLD ITEMS, PAPERS, LITTER,CARDBOARD, CONSTRUCTION DEBRIS AND ANY OTHER DEBRIS ON THE PROPERTY.ADDRESS: 1302 DEYO STCITATION DATE: 3/22/2023INVOICE QUESTIONS? CALL THE BUILDING DEPT AT (517) 788-4012
6-042400000	212		SUMMIT	JENKINS, LOIS	2300030115	7/5/2023	217.74	PRIVATE PROPERTY MOWING COMPLETED ON 6/14/23LOCATION: 212 SUMMIT AVEINVOICE QUESTIONS? CALL THE DEPT OF PUBLIC WORKS AT (517) 788-4170
6-046200000	1410		DEYO	NELSON JUSTIN W ET AL	2300029861	5/16/2023	1641.28	PROPERTY CLEAN-UP AT 1410 DEYO, COMPLETED ON 3/29/2023INVOICE QUESTIONS? CALL THE BUILDING DEPT AT (517) 788-4012
6-053700000	310		SUMMIT	DISCOUNT PROPERTIES LLC	2300030116	7/5/2023	258.06	PRIVATE PROPERTY MOWING COMPLETED ON 6/14/23LOCATION: 310 SUMMIT AVEINVOICE QUESTIONS? CALL THE DEPT OF PUBLIC WORKS AT (517) 788-4170
6-064100000	1209		PRINGLE	REYNOLDS, JAMIE L.	2300029952	6/15/2023	261.07	PRIVATE PROPERTY MOWING COMPLETED ON 5/26/23LOCATION: 1209 PRINGLE AVEINVOICE QUESTIONS? CALL THE DEPT OF PUBLIC WORKS AT (517) 788-4170

6-075200000	604		PAGE	DWELL CELL LLC ETAL	2300030131	7/5/2023	290.28	PROPERTY CLEAN-UP - ITEMS REMOVED INCLUDED:PLEASE REMOVE ALL GARBAGE, TRASH, JUNK AND DEBRIS FROM THE ENTIREPROPERTY INCLUDING BUT NOT LIMITED TO DISCARDED MATTRESS/BOX SPRING WEST PROPERTY AREA.ADDRESS: 604 PAGE AVECITATION DATE:5/18/2023INVOICE QUESTIONS? CALL THE BUILDING DEPT AT (517) 788-4012
6-099100000	1615		TEN EYCK	AVILA, JESSICA M	2300029786	4/20/2023	327.12	PROPERTY CLEAN-UP - ITEMS REMOVED INCLUDED:PLEASE REMOVE ALL GARBAGE, TRASH, JUNK AND DEBRIS FROM THE ENTIRE PROPERTY LIMITED INCLUDING BUT NOT LIMITED TO DISCARDED FURNITURE/CHAIR SOUTH PROPERTY AREA.4 TIRES REMOVED @ \$6.00/PER TIRE RATE.ADDRESS: 1615 TEN EYCK ST.CITATION DATE: 03/07/2023INVOICE QUESTIONS? CALL THE BUILDING DEPT AT (517) 788-4012
6-099700000	1703		TEN EYCK	GAMBLE, ERIC & CODIE	2300030017	6/21/2023	229.16	PROPERTY CLEAN-UP - ITEMS REMOVED INCLUDED:PLEASE REMOVE ALL GARBAGE, TRASH, JUNK AND DEBRIS FROM THE ENTIRE PROPERTY INCLUDING BUT NOT LIMITED TO DISCARDED TRASH, GARBAGE BAGS EAST PROPERTY AREA ON GROUND WITH UNKNOWN CONTENTS, CARDBOARD, BOXES, LITTER, PAPERS, PLASTIC, HOUSEHOLD ITEMS ON GROUND AND NEAR OR IN DRIVEWAY EAST AND NORTH PROPERTY AREAS.ADDRESS: 1703 TEN EYCK STCITATION DATE: 2/21/2023INVOICE QUESTIONS? CALL THE BUILDING DEPT AT (517) 788-4012
6-099800000	1700		CHAPIN	FHG LLC	2300030130	7/5/2023	612.78	PROPERTY CLEAN-UP - ITEMS REMOVED INCLUDED:PLEASE REMOVE ALL GARBAGE, TRASH, JUNK AND DEBRIS FROM THE ENTIRE PROPERTY INCLUDING BUT NOT LIMITED TO DISCARDED CONSTRUCTION MATERIAL AND DEBRIS, CARDBOARD, WOOD, PLASTIC AND ANY OTHER DISCARDED JUNK AND DEBRIS NORTH PROPERTY AREA.ADDRESS: 1700 CHAPIN STCITATION DATE: 4/25/2023INVOICE QUESTIONS? CALL THE BUILDING DEPT AT (517) 788-4012

6-099800000	1700		CHAPIN	FHG LLC	2300030149	7/10/2023	258.06	PRIVATE PROPERTY MOWING COMPLETED ON 6/22/23LOCATION: 1700 CHAPIN ST INVOICE QUESTIONS? CALL THE DEPT OF PUBLIC WORKS AT (517) 788-4170
6-103200000	1811		CHAPIN	DAVIS LINDA L ESTATE OF ETAL	2300029848	5/16/2023	297.04	PROPERTY CLEAN-UP - ITEMS REMOVED INCLUDED:PLEASE REMOVE ALL GARBAGE, TRASH, JUNK AND DEBRIS FROM THE ENTIRE PROPERTY INCLUDINGBUT NOT LIMITED TO BLACK GARBAGE BAGS ON GROUND NEXT TO HOUSE; NORTH PROPERTY AREA.ADDRESS: 1811 CHAPIN STCITATION DATE: 3/22/2023INVOICE QUESTIONS? CALL THE BUILDING DEPT AT (517) 788-4012
6-138400000	627		CHESTER	FRYT RYAN T	2300029902	5/23/2023	297.04	PROPERTY CLEAN-UP - ITEMS REMOVED INCLUDED:PLEASE REMOVE ALL GARBAGE AND DEBRIS FROM THE ENTIRE PROPERTY INCLUDING COUCH, TABLES,WOOD, TIRES, GARBAGE AND ANY AND ALL DEBRIS FROM THE PORCH AND FROM BEHIND THE GARAGE.ADDRESS: 627 CHESTER STCITATION DATE: 4/21/2023INVOICE QUESTIONS? CALL THE BUILDING DEPT AT (517) 788-4012
6-147900000	1208		PAGE	E & R RESOURCES MANAGEMENT LLC	2300030319	8/22/2023	143.45	BOARD UP OF OPEN AND ACCESSIBLE ENTRIES AT 1208 PAGE AVE ON 8/18/2023. INVOICE QUESTIONS? CALL THE COMMUNITY DEVELOPMENT DEPARTMENT AT (517) 788-4060
6-157500000	701	E	WASHINGTON	WOLV TECH & CERTAINTED	2300030244	8/2/2023	258.25	PRIVATE PROPERTY MOWING COMPLETED ON 7/8/2023LOCATION: 701 E. WASHINGTON AVE.INVOICE QUESTIONS? CALL THE DEPT OF PUBLIC WORKS AT (517) 788-4170
6-169500000	1514		LOCUST	BEEBE, ARITTIA J	2300029863	5/16/2023	1164.40	PROPERTY CLEAN-UP AT 1514 LOCUST, COMPLETED ON 3/21/2023INVOICE QUESTIONS? CALL THE BUILDING DEPT AT (517) 788-4012

7-006200000	515		OAK	MILLER ESTATE, GLENN E.	2300029857	5/16/2023	297.04	PROPERTY CLEAN-UP - ITEMS REMOVED INCLUDED:PLEASE REMOVE ALL GARBAGE AND DEBRIS FROM THE ENTIRE PROPERTY INCLUDING BUT NOTLIMITED TO SHOPPING CART, MISC. BRICK AND BLOCKS, TV, SINK, PLASTIC TOTES, ETC.ADDRESS: 515 OAK STCITATION DATE: 3/30/2023INVOICE QUESTIONS? CALL THE BUILDING DEPT AT (517) 788-4012
7-006200000	515		OAK	MILLER ESTATE, GLENN E.	2300029955	6/15/2023	220.28	PRIVATE PROPERTY MOWING COMPLETED ON 5/26/23LOCATION: 515 OAK ST INVOICE QUESTIONS? CALL THE DEPT OF PUBLIC WORKS AT (517) 788-4170
7-006200000	515		OAK	MILLER ESTATE, GLENN E.	2300030304	8/21/2023	255.05	PRIVATE PROPERTY MOWING COMPLETED ON 7/25/23LOCATION: 515 OAK ST.INVOICE QUESTIONS? CALL THE DEPT OF PUBLIC WORKS AT (517) 788-4170
7-012100000	704	N	MARTIN LUTHER KING JR	LEIB, KYLE	2300030119	7/5/2023	258.06	PRIVATE PROPERTY MOWING COMPLETED ON 6/15/23LOCATION: 704 N. MARTIN LUTHER KING JR DRINVOICE QUESTIONS? CALL THE DEPT OF PUBLIC WORKS AT (517) 788-4170
7-023600000	711		BURR	PASCARELLA, DAVID A	2300030184	7/14/2023	217.74	PRIVATE PROPERTY MOWING COMPLETED ON 6/29/23LOCATION: 711 BURR ST INVOICE QUESTIONS? CALL THE DEPT OF PUBLIC WORKS AT (517) 788-4170
7-023600000	711		BURR	PASCARELLA, DAVID A	2300030308	8/21/2023	255.05	PRIVATE PROPERTY MOWING COMPLETED ON 7/25/23LOCATION: 711 BURR ST.INVOICE QUESTIONS? CALL THE DEPT OF PUBLIC WORKS AT (517) 788-4170
7-023700000	715		BURR	PASCARELLA, DAVID A	2300030185	7/14/2023	163.96	PRIVATE PROPERTY MOWING COMPLETED ON 6/29/23LOCATION: 715 BURR ST INVOICE QUESTIONS? CALL THE DEPT OF PUBLIC WORKS AT (517) 788-4170
7-023700000	715		BURR	PASCARELLA, DAVID A	2300030309	8/21/2023	201.90	PRIVATE PROPERTY MOWING COMPLETED ON 7/25/23LOCATION: 715 BURR ST.INVOICE QUESTIONS? CALL THE DEPT OF PUBLIC WORKS AT (517) 788-4170
7-031200000	350		COOPER	TANSKY, ROBERT E & BEVERLY L	2300029958	6/15/2023	220.28	PRIVATE PROPERTY MOWING COMPLETED ON 5/25/23LOCATION: 350 COOPER ST INVOICE QUESTIONS? CALL THE DEPT OF PUBLIC WORKS AT (517) 788-4170

7-031200000	350		COOPER	TANSKY, ROBERT E. & BEVERLY L.	2300030120	7/5/2023	217.74	PRIVATE PROPERTY MOWING COMPLETED ON 6/14/23 LOCATION: 350 COOPER ST INVOICE QUESTIONS? CALL THE DEPT OF PUBLIC WORKS AT (517) 788-4170
7-031200000	350		COOPER	TANSKY, ROBERT E. & BEVERLY L.	2300030310	8/21/2023	255.05	PRIVATE PROPERTY MOWING COMPLETED ON 7/25/23 LOCATION: 350 COOPER ST INVOICE QUESTIONS? CALL THE DEPT OF PUBLIC WORKS AT (517) 788-4170
7-031300000	410		DETROIT	TANSKY, ROBERT E & BEVERLY L	2300029959	6/15/2023	165.87	PRIVATE PROPERTY MOWING COMPLETED ON 5/25/23 LOCATION: 410 DETROIT ST INVOICE QUESTIONS? CALL THE DEPT OF PUBLIC WORKS AT (517) 788-4170
7-031300000	410		DETROIT	TANSKY, ROBERT E & BEVERLY L	2300030121	7/5/2023	163.96	PRIVATE PROPERTY MOWING COMPLETED ON 6/13/23 LOCATION: 410 DETROIT ST INVOICE QUESTIONS? CALL THE DEPT OF PUBLIC WORKS AT (517) 788-4170
7-031300000	410		DETROIT	TANSKY, ROBERT E & BEVERLY L	2300030311	8/21/2023	162.05	PRIVATE PROPERTY MOWING COMPLETED ON 7/25/23 LOCATION: 410 DETROIT ST. INVOICE QUESTIONS? CALL THE DEPT OF PUBLIC WORKS AT (517) 788-4170
7-0314.A000	356		COOPER	ECONOMIC RESEARCH CORP	2300029960	6/15/2023	220.28	PRIVATE PROPERTY MOWING COMPLETED ON 5/25/23 LOCATION: 358 COOPER ST INVOICE QUESTIONS? CALL THE DEPT OF PUBLIC WORKS AT (517) 788-4170
7-0314.A000	356		COOPER	ECONOMIC RESEARCH CORP	2300029961	6/15/2023	165.87	PRIVATE PROPERTY MOWING COMPLETED ON 5/25/23 LOCATION: 356 COOPER ST INVOICE QUESTIONS? CALL THE DEPT OF PUBLIC WORKS AT (517) 788-4170
7-0314.A000	356		COOPER	ECONOMIC RESEARCH CORP	2300030123	7/5/2023	163.96	PRIVATE PROPERTY MOWING COMPLETED ON 6/13/23 LOCATION: 356 COOPER ST INVOICE QUESTIONS? CALL THE DEPT OF PUBLIC WORKS AT (517) 788-4170
7-0314.A000	356		COOPER	ECONOMIC RESEARCH CORP	2300030313	8/21/2023	162.05	PRIVATE PROPERTY MOWING COMPLETED ON 7/25/23 LOCATION: 356 COOPER ST. INVOICE QUESTIONS? CALL THE DEPT OF PUBLIC WORKS AT (517) 788-4170
7-031400000	358		COOPER	ECONOMIC RESEARCH CORP	2300030122	7/5/2023	163.96	PRIVATE PROPERTY MOWING COMPLETED ON 6/13/23 LOCATION: 358 COOPER ST INVOICE QUESTIONS? CALL THE DEPT OF PUBLIC WORKS AT (517) 788-4170

7-031400000	358		COOPER	ECONOMIC RESEARCH CORP	2300030312	8/21/2023	162.05	PRIVATE PROPERTY MOWING COMPLETED ON 7/25/23LOCATION: 358 COOPER STINVOICE QUESTIONS? CALL THE DEPT OF PUBLIC WORKS AT (517) 788-4170
7-032500000	404		DETROIT	TANSKY, ROBERT & BEVERLY	2300029965	6/15/2023	165.87	PRIVATE PROPERTY MOWING COMPLETED ON 5/25/23LOCATION: 404 DETROIT ST INVOICE QUESTIONS? CALL THE DEPT OF PUBLIC WORKS AT (517) 788-4170
7-032500000	404		DETROIT	TANSKY, ROBERT E. & BEVERLY L.	2300030015	6/21/2023	293.66	PROPERTY CLEAN-UP - ITEMS REMOVED INCLUDED:PLEASE REMOVE COUCH, SHOPPING CART FULL OF DEBRIS, BASKETBALLBACKBOARD AND OTHER MISCELLANEOUS GARBAGE AND DEBRIS FROM THE ENTIRE PROPERTY.ADDRESS: 404 DETROIT STCITATION DATE: 5/15/2023INVOICE QUESTIONS? CALL THE BUILDING DEPT AT (517) 788-4012
7-032500000	404		DETROIT	TANSKY, ROBERT E. & BEVERLY L.	2300030124	7/5/2023	163.96	PRIVATE PROPERTY MOWING COMPLETED ON 6/13/23LOCATION: 404 DETROIT ST INVOICE QUESTIONS? CALL THE DEPT OF PUBLIC WORKS AT (517) 788-4170
7-032500000	404		DETROIT	TANSKY, ROBERT E. & BEVERLY L.	2300030314	8/21/2023	201.90	PRIVATE PROPERTY MOWING COMPLETED ON 7/25/23LOCATION: 404 DETROIT STINVOICE QUESTIONS? CALL THE DEPT OF PUBLIC WORKS AT (517) 788-4170
7-036300000	709		HOMEWILD	HILL, DORIS A	2300030281	8/10/2023	215.20	PRIVATE PROPERTY MOWING COMPLETED ON 7/21/23LOCATION: 709 HOMEWILD AVEINVOICE QUESTIONS? CALL THE DEPT OF PUBLIC WORKS AT (517) 788-4170

7-067800000	313	E	TRAIL	MATISKA, ANNETTE	2300029905	5/23/2023	297.04	PROPERTY CLEAN-UP - ITEMS REMOVED INCLUDED:PLEASE REMOVE ALL GARBAGE, TRASH, JUNK AND DEBRIS FROM THE ENTIRE PROPERTY INCLUDING BUTNOT LIMITED TO DISCARDED BLACK GARBAGE BAGS FULL WITH UNKNOWN CONTENT FRONT AND REARENCLOSED PORCHES, LITTER, PAPERS, BOXES, HOUSEHOLD TRASH, CARDBOARD, JUNK IN ENCLOSEDFRONT NORTH SIDE PORCH VISIBLE FROM CITY SIDEWALK. REMOVE ALL JUNK AND DEBRIS SOUTHPROPERTY AREA INCLUDING DISCARDED PLASTIC, METAL, PLASTIC AND FURNITURE.ADDRESS: 313 E TRAIL STCITATION DATE: 4/19/2023INVOICE QUESTIONS? CALL THE BUILDING DEPT AT (517) 788-4012
7-067800000	313	E	TRAIL	MATISKA, ANNETTE	2300030239	8/2/2023	215.20	PRIVATE PROPERTY MOWING COMPLETED ON 7/13/2023LOCATION: 315 E. TRAIL ST.INVOICE QUESTIONS? CALL THE DEPT OF PUBLIC WORKS AT (517) 788-4170
7-069300000	615		HARRIS	SCHNEIDER, AUSTIN	2300030246	8/3/2023	286.90	PROPERTY CLEAN-UP - ITEMS REMOVED INCLUDED:PLEASE REMOVE ALL TRASH, GARBAGE AND DEBRIS FROM THE ENTIRE PROPERTY, TO INCLUDE BAG OF TRASH ON FRONT NORTHWEST CORNER AND SMALL DEBRIS ALLOVER YARD. ADDRESS: 615 HARRIS STCITATION DATE: 6/13/2023INVOICE QUESTIONS? CALL THE BUILDING DEPT AT (517) 788-4012
7-087700000	1205	E	GANSON	KING ESTATE, MARCIA D	2300030069	6/29/2023	261.07	PRIVATE PROPERTY MOWING COMPLETED ON 6/2/2023LOCATION: 1205 E. GANSON ST INVOICE QUESTIONS? CALL THE DEPT OF PUBLIC WORKS AT (517) 788-4170
7-100500000	212		SEYMOUR	GUARDIAN ANGEL HOMES LLC	2300029896	5/23/2023	297.04	PROPERTY CLEAN-UP - ITEMS REMOVED INCLUDED:PLEASE REMOVE DISCARDED HEAD AND FOOT BOARD FROM NORTH EAST CORNER OF HOUSE NEARFRONT DOOR AND ANY OTHER GARBAGE AND DEBRIS FROM THE ENTIRE PROPERTY.ADDRESS: 212 SEYMOUR AVECITATION DATE: 4/6/2023INVOICE QUESTIONS? CALL THE BUILDING DEPT AT (517) 788-4012

7-105100000	204		ORANGE	PREGITZER, JESSE & AUGUST	2300030251	8/3/2023	312.40	PROPERTY CLEAN-UP - ITEMS REMOVED INCLUDED:PLEASE REMOVE ALL GARBAGE AND DEBRIS FROM ENTIRE PROPERTY INCLUDING FRONT PORCH, AROUND HOME AND TRAILER IN BACK YARD.ADDRESS: 204 ORANGE ST CITATION DATE: 6/2/2023INVOICE QUESTIONS? CALL THE BUILDING DEPT AT (517) 788-4012
7-117100000	140		BATES	HERNANDEZ JR, RICARDO	2300029967	6/15/2023	179.49	PRIVATE PROPERTY MOWING COMPLETED ON 5/23/23LOCATION: 140 BATES ST INVOICE QUESTIONS? CALL THE DEPT OF PUBLIC WORKS AT (517) 788-4170
7-117100000	140		BATES	HERNANDEZ JR, RICARDO	2300030014	6/21/2023	293.66	PROPERTY CLEAN-UP - ITEMS REMOVED INCLUDED:REMOVE ALL TRASH AND DEBRIS INCLUDING BRICK PILES DIRECTLY TO THE REAR OF HOME AND FROM THE ENTIRE PROPERTY.ADDRESS: 140 BATES STCITATION DATE: 5/17/2023INVOICE QUESTIONS? CALL THE BUILDING DEPT AT (517) 788-4012
8-002400000	2214	E	GANSON	JONES ARTHUR W ETAL	2300029854	5/16/2023	297.04	PROPERTY CLEAN-UP - ITEMS REMOVED INCLUDED:PLEASE REMOVE ALL GARBAGE AND DEBRIS FROM THE ENTIRE PROPERTY INCLUDING TRAILER WITHGARBAGE IN IT.ADDRESS: 2214 E GANSON STCITATION DATE: 3/30/2023INVOICE QUESTIONS? CALL THE BUILDING DEPT AT (517) 788-4012
8-002800000	2202	E	GANSON	BRUCE, SANDRA L	2300030150	7/10/2023	217.74	PRIVATE PROPERTY MOWING COMPLETED ON 6/21/23LOCATION: 2202 E. GANSON ST INVOICE QUESTIONS? CALL THE DEPT OF PUBLIC WORKS AT (517) 788-4170
8-013200000	320	N	FORBES	HARRIS, RODERICK	2300030151	7/10/2023	258.06	PRIVATE PROPERTY MOWING COMPLETED ON 6/22/23LOCATION: 320 N FORBES ST INVOICE QUESTIONS? CALL THE DEPT OF PUBLIC WORKS AT (517) 788-4170
8-046800000	319		ORANGE	CENTERS, DAWN	2300030316	8/21/2023	255.05	PRIVATE PROPERTY MOWING COMPLETED ON 7/25/23LOCATION: 319 ORANGE STINVOICE QUESTIONS? CALL THE DEPT OF PUBLIC WORKS AT (517) 788-4170
8-063200000	1520	E	GANSON	WILLIAMS FARROW, THERESA	2300029971	6/15/2023	261.07	PRIVATE PROPERTY MOWING COMPLETED ON 5/24/23LOCATION: 1520 E. GANSON ST INVOICE QUESTIONS? CALL THE DEPT OF PUBLIC WORKS AT (517) 788-4170

8-165900000	906		WHITNEY	SOWLE, CASEY	2300030070	6/29/2023	220.28	PRIVATE PROPERTY MOWING COMPLETED ON 5/30/2023LOCATION: 906 WHITNEY ST INVOICE QUESTIONS? CALL THE DEPT OF PUBLIC WORKS AT (517) 788-4170
8-184400000	0	N	WATERLOO	ROBERTS, ANGELA	2300030071	6/29/2023	223.56	PRIVATE PROPERTY MOWING COMPLETED ON 5/31/2023LOCATION: VACANT LOT ON N. WATERLOO AVEINVOICE QUESTIONS? CALL THE DEPT OF PUBLIC WORKS AT (517) 788-4170
8-184400000	0	N	WATERLOO	ROBERTS, ANGELA	2300030187	7/14/2023	422.52	PRIVATE PROPERTY MOWING COMPLETED ON 6/27/23LOCATION: VACANT LOT ON N. WATERLOO AVEINVOICE QUESTIONS? CALL THE DEPT OF PUBLIC WORKS AT (517) 788-4170
8-192800000	312	E	PORTER	DRAPER, ANDREW & DANIELLE	2300029899	5/23/2023	1727.04	PROPERTY CLEAN-UP - ITEMS REMOVED INCLUDED:PLEASE REMOVED ALL GARBAGE AND DEBRIS FROM THE ENTIRE PROPERTY.ADDRESS: 312 E PORTER STCITATION DATE: 3/10/2023INVOICE QUESTIONS? CALL THE BUILDING DEPT AT (517) 788-4012
8-2066.4000	123	E	MONROE	DYER, CONNOR	2300030285	8/10/2023	255.05	PRIVATE PROPERTY MOWING COMPLETED ON 7/20/23LOCATION: 123 E. MONROE ST INVOICE QUESTIONS? CALL THE DEPT OF PUBLIC WORKS AT (517) 788-4170
8-215200000	1105		COOPER	RAMINEZ ESTATE, ARLENE L.	2300029973	6/15/2023	220.28	PRIVATE PROPERTY MOWING COMPLETED ON 5/24/23LOCATION: 1105 COOPER STINVOICE QUESTIONS? CALL THE DEPT OF PUBLIC WORKS AT (517) 788-4170
8-215200000	1105		COOPER	RAMINEZ ESTATE, ARLENE L.	2300030128	7/5/2023	258.06	PRIVATE PROPERTY MOWING COMPLETED ON 6/14/23LOCATION: 1105 COOPER ST INVOICE QUESTIONS? CALL THE DEPT OF PUBLIC WORKS AT (517) 788-4170
8-229300000	704		IRVING	KJS HAULING COMPANY	2300029976	6/15/2023	220.28	PRIVATE PROPERTY MOWING COMPLETED ON 5/20/23LOCATION: 704 IRVING ST INVOICE QUESTIONS? CALL THE DEPT OF PUBLIC WORKS AT (517) 788-4170
8-233600000	831		MALTBY	STEWART, GARTH & TINA	2300029981	6/15/2023	206.66	PRIVATE PROPERTY MOWING COMPLETED ON 5/20/23LOCATION: 831 MALTBY STINVOICE QUESTIONS? CALL THE DEPT OF PUBLIC WORKS AT (517) 788-4170
8-246000000	150	W	NORTH	COMMERCIAL EXCHANGE	2300030354	9/6/2023	141.76	BOARD UP OF OPEN AND ACCESSIBLE ENTRIES AT 150 W NORTH ST ON 8/24/2023INVOICE QUESTIONS? CALL THE COMMUNITY DEVELOPMENT DEPARTMENT AT (517) 788-4060

8-247800000	1136		WALKER	STRAUSS TRUST, ADAH E	2300029985	6/15/2023	261.07	PRIVATE PROPERTY MOWING COMPLETED ON 5/23/23LOCATION: 1136 WALKER ST INVOICE QUESTIONS? CALL THE DEPT OF PUBLIC WORKS AT (517) 788-4170
8-247800000	1136		WALKER	STRAUSS TRUST, ADAH E	2300030091	6/30/2023	305.14	PRIVATE PROPERTY MOWING COMPLETED ON 6/7/2023LOCATION: 1136 WALKER ST INVOICE QUESTIONS? CALL THE DEPT OF PUBLIC WORKS AT (517) 788-4170



MEMO TO: Mayor and City Councilmembers

FROM: Jonathan Greene, City Manager

DATE: May 28, 2024

SUBJECT: 2025 Freightliner M2 106 PLUS Cab and Chassis from D&K Truck Company

Recommendation:

Approval of the purchase of a 2025 Freightliner M2 106 PLUS Cab and Chassis from D&K Truck Company for \$122,559, and Elliptical Dump Body Build-out from Truck & Trailer Specialties for \$51,440 for a total of \$173,999 (this cost includes a 7% contingency), through MiDeal contract Numbers 200000000034 and 240000000095.



DEPARTMENTAL REPORT

MEMO TO: Jonathan Greene, City Manager
FROM: Mike Osborn, Director of Public Works
DATE: May 28, 2024

RECOMMENDATION: Approval of the purchase of a 2025 Freightliner M2 106 PLUS Cab and Chassis from D&K Truck Company for \$122,559, and Elliptical Dump Body Build-out from Truck & Trailer Specialties for \$51,440 for a total of \$173,999 (this cost includes a 7% contingency), through MiDeal contract Numbers 200000000034 and 240000000095.

ISSUE STATEMENT

As the vehicles in our fleet get older repairs and maintenance costs become extensive. Our fleet's 10-yard dump trucks are used extensively in the services we provide to maintain the City's Water Distribution system. This truck will be utilized for a host of activities including hauling dirt, sand and gravel, and material spoils from work completed throughout the water system.

DESCRIBE THE CONSEQUENCES

Mechanical repairs on aging vehicles and equipment are costly, and breakdowns delay our ability to provide the level of services expected from those we serve. Concerning how essential our fleet's 10-yard dump trucks are, it is our goal to replace the 10-yard dump trucks at a minimum of every ten years. This purchase will replace an existing 10-yard dump truck from 2008. The residents of Jackson will benefit from having a reliable dump truck that will last another 10 years.

OWNERSHIP

Public Works as a whole, is putting forth the extensive effort to manage our fleet of vehicles now and into the future. This is accomplished through communication between employees, from the Director to the Public Works Fiscal Supervisor, and more importantly, the Lead Mechanic. This allows our team to make better decisions regarding our fleet's needs to ensure reliability. Our department's goal is to implement a plan to replace vehicles at a minimum of every ten years to ensure we have a reliable fleet to provide services to the residents of the City of Jackson.

SOLUTION

Utilize 402-591 Water Equipment Replacement Funds for the purchase of this 2025 Freightliner M2106 PLUS Cab and Chassis from D&K Truck Company for \$122,559, and Elliptical Dump Body Build-out from Truck & Trailer Specialties for \$51,440 for a total amount of \$173,999, including a 7% contingency. Our plan now and in the future is to replace equipment at, or before it has reached its expected useful life.

FACILITATE IMPLEMENTATION

Approval of the purchase of a 2025 Freightliner M2 106 PLUS Cab and Chassis from D&K Truck Company for \$122,559, and Elliptical Dump Body Build-out from Truck & Trailer Specialties for \$51,440 for a total of \$173,999 (this cost includes a 7% contingency), through MiDeal contract Numbers 200000000034 and 240000000095

ATTACHMENTS

1. 146 Truck being replaced 2008
2. What the new truck will look like.
3. Jackson TA Water Elliptical MiDeal Quote 050824
4. 25 Dump Jackson City





TRUCK & TRAILER *Specialties, Inc.*

3286 Hanna Lake Industrial Drive | Dutton, MI 49316 | www.ttspec.com | ph: (616) 698-8215 | fx: (616) 698-0972

May 8, 2024

Quote No. DQ0004997

City of Jackson

521 Water Street, Jackson, MI 49203

Attn: Jeff Schmeltz, ph: (517) 398-0202



State Contract No: 200000000034

Equipment Quotation utilizing the state contract awarded to Truck & Trailer Specialties, Inc.

Install 13' Crysteel Elliptical Dump Body including the following:

- 156" body length, 96" outside width, 84" inside width
- Side height and tailgate is 46" in height
- 18.5" radius-formed sides
- Sides, front, tailgate and floor construction is ¼" AR450
- Western understructure is formed 8" trapezoidal
- 18" wide rear pillar
- Rear tailgate will be 9-panel design
- Tailgate is air-operated
- 24" cabshield constructed of 10-gauge A1011 steel
- Body prop kit on each side of the frame
- 4-hole light cut-outs in rear corner posts
- Install Cougar model 3200 DC box vibrator
- Install two (2) shovel holders on bulkhead, one each side
- Install license plate bracket in upper left corner of tailgate
- Install mudflap brackets for rear mounted mudflaps
- Install side-mounted fixed stainless-steel steps and one grab handle, driver-side at front corner of dump
- Install extended catwalk from driver step to front of dump
- Install proximity switch for body-up light
- Install conspicuity tape at rear and sides of dump body
- ***The cabshield/tarp system must be a 10' from ground height maximum*****

Install Mailhot G4120-5-3 DA Telescopic Hoist including the following:

- Greaseable rear hinge and replaceable rear pin
- Hoist is double-acting and trunnion-mounted
- Install remote lube grease line kit for Mailhot hoists
- No passenger side branch deflector needed

Install Roll-Rite Electrical Tarp System including the following

- Direct-drive motor/gear box assembly
- Aluminum wind deflector
- Aluminum tarp and tension bows with 30-degree elbows
- 4-spring tarp arms
- 18' mesh tarp cover

Install Central Hydraulic System including the following:

- Hot-shift PTO with direct-mounted Permco 3.94 CID gear pump
- Low-oil shutdown system wired into PTO to disengage PTO when a low-oil situation exists
- 32-gallon Slimline steel oil reservoir with tank mounted filter and sight/temp gauge on end of tank
 - Ball valve shut-off on supply port
 - Low oil sensor in tank
 - Tank to be painted Black

TRUCK & TRAILER *Specialties, Inc.*

3286 Hanna Lake Industrial Drive | Dutton, MI 49316 | www.ttspec.com | ph: (616) 698-8215 | fx: (616) 698-0972

Filled with AW-32 hydraulic oil

DVA20 valve for hoist up/down valve with relief for down, valve mounted under dump body

Apsco VM-8 single-axis air lever with safety detent for hoist up/down mounted in center console

All necessary hoses and fittings

Install Custom Lighting & Electrical System including the following:

Four (4) SoundOff mPower (mo. EMPC2SMS4) amber/green LED flashers flush-mounted:

Two (2) cabshield-mounted front-facing on cabshield

Two (2) cabshield-mounted side-facing at bottom of cabshield

4-hole light cut-outs in rear pillars including:

Four (4) SoundOff LED nForce (mo. ENFSLSDG12) split green/amber flashers mounted in top & bottom positions

Two (2) SoundOff LED S/T/T lights mounted in 2nd position

Two (2) SoundOff LED backup lights mounted in 3rd position

¾" LED marker lights on sides of light wedges only, no 3-light cluster wanted

Betts junction box with sealed wiring

Backup alarm

Chassis switch for flashers, all flashers to be on one switch

Heads-up Display installed on dash for low oil, body up, PTO & pump shutdown

InPower 6-pack console switches for: tarp in, tarp out, PTO on/low oil override, tailgate, vibrator, Spare

Install ¾" Steel Rear Hitch Assembly including the following:

PH20 Pintle hook, multi-drill pattern for adjustable mounting heights (set at 24" from ground to cradle)

Rear tow hooks to outside of frames

¾" D-rings for safety chains

OEM taillights recessed into hitch plate

Electric brake controller in dash cubby

7-way RV plug

Install Minimizer Floor Mats for Freightliner M2 (mo. FKFRTL2B-MIN / 10002265)

Install Install single poly fenders, dual-ribbed, over dual rear wheels

Install mild steel mounting bracket painted black in color

Mudflap to mount on body not on fenders

**Paint Hydraulic tank, bottom of body, body hinge, body props, rear hitch and attaching hardware Black
Dump body to be sandblasted and painted one-color White**

Above equipment installed and painted pricing: \$48,075.00 ea.

Minimum full 1-year warranty on parts and labor on all equipment.

Crysteel dump body includes 3-year 100% parts & labor warranty with additional 2 years, 50% parts & labor.

Warranty on Mailhot hoist is 2 years limited.

Chassis requirements to be confirmed at time of order:

CT: 110"

DEF tank mounted behind driver side front fender

Fuel tank under driver's side cab

Battery box mounted driver side behind fuel tank

Under cab DPF and SCR with vertical tail pipe

PTO provision

1 spare switch in dash

Trailer wiring to the rear for electric brake controller

TRUCK & TRAILER *Specialties, Inc.*

3286 Hanna Lake Industrial Drive | Dutton, MI 49316 | www.ttspec.com | ph: (616) 698-8215 | fx: (616) 698-0972

Changes for 2024 Quote:

Included poly fenders over each rear dual with mild steel bracketry – Was billed separately in previous year

Payment Terms: Net 30. Pricing effective for 30 days.

FOB: City of Jackson

Delivery: Dependent on chassis arrival – to be determined (Body Roughly 25 weeks)

Thank you for the opportunity to quote.

Respectfully submitted by,
Jon Luea/Mike Bouwman

Prepared for:
TC Utilities Div
Jackson City Of
161 W Michigan

Jackson, MI 49201
Phone: 517-768-6142

Prepared by:
Edward Merrill
D & K TRUCK COMPANY
3020 Snow Rd
LANSING, MI 48917
Phone: (517) 484-1905 Ext. 129

MI-DEAL Contract# 240000000095

2025 FREIGHTLINER M2 106 PLUS TRUCK /DUMP CHASSIS

SET BACK AXLE - TRUCK	16,000# FLAT LEAF FRONT SUSPENSION
CUM L9 350 HP @ 2200 RPM 1050 LB-FT @ 1200 RPM	106 INCH BBC ALUMINUM CONVENTIONAL CAB
ALLISON 3000 RDS AUTOMATIC TRANSMISSION WITH PTO PROVISION	4450MM (175 INCH) WHEELBASE
MERITOR RT-46-160 46,000# R-SERIES REAR AXLE	11/32X3-1/2X10-15/16 INCH STEEL FRAME
	1600MM (63 INCH) REAR FRAME OVERHANG
TUFTRAC GEN2 46,000# REAR SPRING SUSPENSION	1/4 INCH (6.35MM) C-CHANNEL INNER FRAME REINFORCEMENT
DETROIT DA-F-16.0-5 16,000# FL1 FRONT AXLE	

			PER UNIT		TOTAL
VEHICLE PRICE	TOTAL # OF UNITS (1)	\$	114,541	\$	114,541
DEALER INSTALLED OPTIONS		\$	0	\$	0
CUSTOMER PRICE BEFORE TAX		\$	114,541	\$	114,541

TAXES AND FEES

FEDERAL EXCISE TAX (FET)	\$	0	\$	0
TAXES AND FEES	\$	0	\$	0

COMMENTS: CURRENT BUILD OPENING IN OCT/NOV.

- ABOVE MI-DEAL PRICE INCLUDES DELIVERY AND FEES.
- IF BUILT IN CY25 AN ESCALATOR/ MODEL YEAR PRICE SURCHARGE WILL BE ADDED, APPROX 2% - 3% TYPICALLY, TBD.

APPROVAL: Please indicate your acceptance of this quotation by signing below:

Customer: X_____ Date: ____ / ____ / ____.

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SPECIFICATION PROPOSAL

Vehicle Configuration

001-172	M2 106 PLUS CONVENTIONAL CHASSIS	5,709	3,450
004-225	2025 MODEL YEAR SPECIFIED		
002-004	SET BACK AXLE - TRUCK		
019-006	TRAILER TOWING PROVISION AT END OF FRAME WITH SAE J560	10	10
003-001	LH PRIMARY STEERING LOCATION		

General Service

AA1-003	TRUCK/TRAILER CONFIGURATION
AA6-002	DOMICILED, USA (EXCLUDING CALIFORNIA AND CARB OPT-IN STATES)
99D-027	EPA EMISSIONS CERTIFICATION FOR REGISTRATION OUTSIDE CARB STATES - EPA CLEAN IDLE (INCLUDES 6X4 INCH LABEL ON LOWER FORWARD OF DRIVER DOOR)
AF2-998	NONE
A85-011	CONSTRUCTION SERVICE
A84-1GM	GOVERNMENT BUSINESS SEGMENT
AA4-010	DIRT/SAND/ROCK COMMODITY
AA5-002	TERRAIN/DUTY: 100% (ALL) OF THE TIME, IN TRANSIT, IS SPENT ON PAVED ROADS
AB1-008	MAXIMUM 8% EXPECTED GRADE
AB5-001	SMOOTH CONCRETE OR ASPHALT PAVEMENT - MOST SEVERE IN-TRANSIT (BETWEEN SITES) ROAD SURFACE
995-091	MEDIUM TRUCK WARRANTY
A66-99D	EXPECTED FRONT AXLE(S) LOAD : 16000.0 lbs
A68-99D	EXPECTED REAR DRIVE AXLE(S) LOAD : 46000.0 lbs

Truck Service

AA3-004	END DUMP BODY
A88-99D	EXPECTED TRUCK BODY LENGTH : 13.0 ft
AF3-2A8	TRUCK AND TRAILER SPECIALTIES INC.

Engine

101-3BT	CUM L9 350 HP @ 2200 RPM; 2200 GOV RPM, 1050 LB-FT @ 1200 RPM	640	30
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Engine Equipment

99C-024	EPA 2010/GHG 2024 CONFIGURATION		
13E-001	STANDARD OIL PAN		
105-001	ENGINE MOUNTED OIL CHECK AND FILL		
014-099	SIDE OF HOOD AIR INTAKE WITH FIREWALL MOUNTED DONALDSON AIR CLEANER		
124-1D7	DR 12V 160 AMP 28-SI QUADRAMOUNT PAD ALTERNATOR WITH REMOTE BATTERY VOLT SENSE		
292-235	(2) DTNA GENUINE, FLOODED STARTING, MIN 2000CCA, 370RC, THREADED STUD BATTERIES	10	
290-017	BATTERY BOX FRAME MOUNTED		
281-001	STANDARD BATTERY JUMPERS		
282-001	SINGLE BATTERY BOX FRAME MOUNTED LH SIDE UNDER CAB		
291-017	WIRE GROUND RETURN FOR BATTERY CABLES WITH ADDITIONAL FRAME GROUND RETURN		
289-001	NON-POLISHED BATTERY BOX COVER		
293-058	POSITIVE LOAD DISCONNECT WITH CAB MOUNTED CONTROL SWITCH MOUNTED OUTBOARD DRIVER SEAT	2	
306-015	PROGRESSIVE LOW VOLTAGE DISCONNECT AT 12.3 VOLTS FOR DESIGNATED CIRCUITS		
107-032	CUMMINS TURBOCHARGED 18.7 CFM AIR COMPRESSOR WITH INTERNAL SAFETY VALVE		
108-002	STANDARD MECHANICAL AIR COMPRESSOR GOVERNOR		
131-013	AIR COMPRESSOR DISCHARGE LINE		
152-041	ELECTRONIC ENGINE INTEGRAL SHUTDOWN PROTECTION SYSTEM		
128-076	CUMMINS ENGINE INTEGRAL BRAKE WITH VARIABLE GEOMETRY TURBO ON/OFF	20	
016-1C2	RH OUTBOARD UNDER STEP MOUNTED HORIZONTAL AFTERTREATMENT SYSTEM ASSEMBLY WITH RH B-PILLAR MOUNTED VERTICAL TAILPIPE	30	25
28F-014	ENGINE AFTERTREATMENT DEVICE, AUTOMATIC OVER THE ROAD REGENERATION AND VIRTUAL REGENERATION REQUEST SWITCH IN CLUSTER		
239-020	10 FOOT 00 INCH (120 INCH+0/-5.9 INCH) EXHAUST SYSTEM HEIGHT		
237-1CR	RH CURVED VERTICAL TAILPIPE B-PILLAR MOUNTED ROUTED FROM STEP		
23U-002	13 GALLON DIESEL EXHAUST FLUID TANK	35	10
30N-003	100 PERCENT DIESEL EXHAUST FLUID FILL		

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23Z-002	NON-POLISHED ALUMINUM DIAMOND PLATE DIESEL EXHAUST FLUID TANK COVER	15	5
43X-002	LH MEDIUM DUTY STANDARD DIESEL EXHAUST FLUID TANK LOCATION		
23Y-001	STANDARD DIESEL EXHAUST FLUID PUMP MOUNTING		
43Y-001	STANDARD DIESEL EXHAUST FLUID TANK CAP		
242-011	ALUMINUM AFTERTREATMENT DEVICE/MUFFLER/TAILOPIPE SHIELD(S)		
273-058	AIR POWERED ON/OFF ENGINE FAN CLUTCH		
276-001	AUTOMATIC FAN CONTROL WITHOUT DASH SWITCH, NON ENGINE MOUNTED		
110-003	CUMMINS SPIN ON FUEL FILTER		
118-008	COMBINATION FULL FLOW/BYPASS OIL FILTER		
266-013	1100 SQUARE INCH ALUMINUM RADIATOR	70	
103-039	ANTIFREEZE TO -34F, OAT (NITRITE AND SILICATE FREE) EXTENDED LIFE COOLANT		
171-007	GATES BLUE STRIPE COOLANT HOSES OR EQUIVALENT		
172-001	CONSTANT TENSION HOSE CLAMPS FOR COOLANT HOSES		
270-016	RADIATOR DRAIN VALVE		
168-002	LOWER RADIATOR GUARD		
138-011	PHILLIPS-TEMRO 1000 WATT/115 VOLT BLOCK HEATER	4	
140-053	BLACK PLASTIC ENGINE HEATER RECEPTACLE MOUNTED UNDER LH DOOR		
134-001	ALUMINUM FLYWHEEL HOUSING		
132-004	ELECTRIC GRID AIR INTAKE WARMER		
155-058	DELCO 12V 38MT HD STARTER WITH INTEGRATED MAGNETIC SWITCH		

Transmission

342-582	ALLISON 3000 RDS AUTOMATIC TRANSMISSION WITH PTO PROVISION	200	60
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Transmission Equipment

343-339	ALLISON VOCATIONAL PACKAGE 223 - AVAILABLE ON 3000/4000 PRODUCT FAMILIES WITH VOCATIONAL MODELS RDS, HS, MH AND TRV
84B-012	ALLISON VOCATIONAL RATING FOR ON/OFF HIGHWAY APPLICATIONS AVAILABLE WITH ALL PRODUCT FAMILIES
84C-023	PRIMARY MODE GEARS, LOWEST GEAR 1, START GEAR 1, HIGHEST GEAR 6, AVAILABLE FOR 3000/4000 PRODUCT FAMILIES ONLY

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84D-023	SECONDARY MODE GEARS, LOWEST GEAR 1, START GEAR 1, HIGHEST GEAR 6, AVAILABLE FOR 3000/4000 PRODUCT FAMILIES ONLY
84E-013	S1 PERFORMANCE PRIMARY SHIFT SCHEDULE, AVAILABLE FOR 3000/4000 PRODUCT FAMILIES ONLY
84F-012	S1 PERFORMANCE SECONDARY SHIFT SCHEDULE, AVAILABLE FOR 3000/4000 PRODUCT FAMILIES ONLY
84G-011	1950 RPM PRIMARY MODE SHIFT SPEED
84H-010	1900 RPM SECONDARY MODE SHIFT SPEED
84J-000	ENGINE BRAKE RANGE PRESELECT RECOMMENDED BY DTNA AND ALLISON, THIS DEFINED BY ENGINE AND VOCATIONAL USAGE
84K-000	ENGINE BRAKE RANGE ALTERNATE PRESELECT RECOMMENDED BY DTNA AND ALLISON, THIS DEFINED BY ENGINE AND VOCATIONAL USAGE
84N-200	FUEL SENSE 2.0 DISABLED - PERFORMANCE - TABLE BASED
84P-998	NO TCU-PTO DRIVE INTERFACE
84U-000	DRIVER SWITCH INPUT - DEFAULT - NO SWITCHES
353-074	QUICKFIT BODY LIGHTING CONNECTOR UNDER CAB, WITH BLUNTCUTS
34C-011	ELECTRONIC TRANSMISSION WIRING TO CUSTOMER INTERFACE CONNECTOR
362-818	PREP FOR 870 SERIES PTO
363-001	PTO MOUNTING, LH SIDE OF MAIN TRANSMISSION ALLISON
341-018	MAGNETIC PLUGS, ENGINE DRAIN, TRANSMISSION DRAIN, AXLE(S) FILL AND DRAIN
345-003	PUSH BUTTON ELECTRONIC SHIFT CONTROL, DASH MOUNTED
97G-004	TRANSMISSION PROGNOSTICS - ENABLED 2013
370-015	WATER TO OIL TRANSMISSION COOLER, IN RADIATOR END TANK
346-003	TRANSMISSION OIL CHECK AND FILL WITH ELECTRONIC OIL LEVEL CHECK
35T-001	SYNTHETIC TRANSMISSION FLUID (TES-295 COMPLIANT)

Front Axle and Equipment

400-1A9	DETROIT DA-F-16.0-5 16,000# FL1 71.0 KPI/3.74 DROP SINGLE FRONT AXLE	190
402-030	MERITOR 16.5X6 Q+ CAST SPIDER CAM FRONT BRAKES, DOUBLE ANCHOR, FABRICATED SHOES	10

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403-002	NON-ASBESTOS FRONT BRAKE LINING	
419-023	CONMET CAST IRON FRONT BRAKE DRUMS	
427-001	FRONT BRAKE DUST SHIELDS	5
409-006	FRONT OIL SEALS	
408-001	VENTED FRONT HUB CAPS WITH WINDOW, CENTER AND SIDE PLUGS - OIL	
416-022	STANDARD SPINDLE NUTS FOR ALL AXLES	
405-002	MERITOR AUTOMATIC FRONT SLACK ADJUSTERS	
536-055	TRW THP-60 POWER STEERING WITH RCH45 AUXILIARY GEAR	130
539-003	POWER STEERING PUMP	
534-003	4 QUART POWER STEERING RESERVOIR	5
533-001	OIL/AIR POWER STEERING COOLER	
40T-002	CURRENT AVAILABLE SYNTHETIC 75W-90 FRONT AXLE LUBE	

Front Suspension

620-004	16,000# FLAT LEAF FRONT SUSPENSION	260
619-004	GRAPHITE BRONZE BUSHINGS WITH SEALS - FRONT SUSPENSION	
62H-010	FRONT SUSPENSION WITH LEFT HAND OFFSET SHACKLE BRACKET	4
410-001	FRONT SHOCK ABSORBERS	

Rear Axle and Equipment

420-103	CUMMINS-MERITOR RT-46-160 46,000# R- SERIES TANDEM REAR AXLE	2,960
421-563	5.63 REAR AXLE RATIO	
424-001	IRON REAR AXLE CARRIER WITH STANDARD AXLE HOUSING	
386-073	MXL 17T MERITOR EXTENDED LUBE MAIN DRIVELINE WITH HALF ROUND YOKES	
388-073	MXL 17T MERITOR EXTENDED LUBE INTERAXLE DRIVELINE WITH HALF ROUND YOKES	
452-006	DRIVER CONTROLLED TRACTION DIFFERENTIAL - BOTH TANDEM REAR AXLES	30
878-023	(1) INTERAXLE LOCK VALVE, (1) DRIVER CONTROLLED DIFFERENTIAL LOCK FORWARD- REAR AND REAR-REAR AXLE VALVE	
87A-005	INDICATOR LIGHT FOR EACH INTERAXLE LOCKOUT SWITCH	
87B-015	INDICATOR LIGHT FOR EACH DIFFERENTIAL LOCKOUT SWITCH, ENGAGE <5 MPH, DISENGAGE >25 MPH	

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423-033	MERITOR 16.5X7 Q+ CAST SPIDER HEAVY DUTY CAM REAR BRAKES, DOUBLE ANCHOR, FABRICATED SHOES	
433-002	NON-ASBESTOS REAR BRAKE LINING	
434-011	BRAKE CAMS AND CHAMBERS ON FORWARD SIDE OF DRIVE AXLE(S)	
451-023	CONMET CAST IRON REAR BRAKE DRUMS	
425-002	REAR BRAKE DUST SHIELDS	10
440-006	REAR OIL SEALS	
426-075	HALDEX GOLDSEAL LONGSTROKE 2-DRIVE AXLES SPRING PARKING CHAMBERS	20
428-003	HALDEX AUTOMATIC REAR SLACK ADJUSTERS	
41T-002	CURRENT AVAILABLE SYNTHETIC 75W-90 REAR AXLE LUBE	

Rear Suspension

622-298	TUFTRAC GEN2 46,000# REAR SPRING SUSPENSION	820
621-108	9.5 INCH NOMINAL RIDE HEIGHT (460MM GLOBAL REFERENCE HEIGHT)	
431-003	AXLE CLAMPING GROUP	
624-025	55 INCH AXLE SPACING	
623-006	FORE/AFT AND TRANSVERSE CONTROL RODS	
439-002	REAR SHOCK ABSORBERS - TWO AXLES (TANDEM)	40

Brake System

018-002	AIR BRAKE PACKAGE	
490-1AU	WABCO 4S/4M ABS WITH TRACTION CONTROL WITH ATC SHUT OFF SWITCH	
871-001	REINFORCED NYLON, FABRIC BRAID AND WIRE BRAID CHASSIS AIR LINES	
904-001	FIBER BRAID PARKING BRAKE HOSE	
412-001	STANDARD BRAKE SYSTEM VALVES	
46D-002	STANDARD AIR SYSTEM PRESSURE PROTECTION SYSTEM	
413-002	STD U.S. FRONT BRAKE VALVE	
432-003	RELAY VALVE WITH 5-8 PSI CRACK PRESSURE, NO REAR PROPORTIONING VALVE	
480-088	WABCO SYSTEM SAVER HP WITH INTEGRAL AIR GOVERNOR AND HEATER	
479-015	AIR DRYER FRAME MOUNTED	
460-090	STEEL AIR BRAKE RESERVOIRS, NO TRIPLE OR TORPEDO TANKS	
477-001	PULL CABLE ON WET TANK, PETCOCK DRAIN VALVES ON ALL OTHER AIR TANKS	

Trailer Connections

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481-998	NO TRAILER AIR HOSE
476-998	NO AIR HOSE HANGER
914-001	AIR CONNECTIONS TO END OF FRAME WITH GLAD HANDS FOR TRUCK AND NO DUST COVERS
296-027	PRIMARY CONNECTOR/RECEPTACLE WIRED FOR COMBINATION STOP/TURN, CENTER PIN POWERED THROUGH IGNITION WITH STOP SIGNAL PREWIRE PACKAGE
* 297-097	SAE J560 7-WAY PRIMARY TRAILER CABLE RECEPTACLE TEMPORARILY TIED AND COILED ON CHASSIS BACK OF CAB/SLEEPER WITH 4 FEET ADDITIONAL CABLE; NO BRACKET
303-025	SAE J560 7-WAY PRIMARY TRAILER CABLE RECEPTACLE MOUNTED END OF FRAME
310-998	NO TRAILER ELECTRICAL CABLE

Wheelbase & Frame

545-445	4450MM (175 INCH) WHEELBASE		
546-101	11/32X3-1/2X10-15/16 INCH STEEL FRAME (8.73MMX277.8MM/0.344X10.94 INCH) 120KSI	10	120
547-001	1/4 INCH (6.35MM) C-CHANNEL INNER FRAME REINFORCEMENT	120	340
552-030	1600MM (63 INCH) REAR FRAME OVERHANG		
55W-006	FRAME OVERHANG RANGE: 61 INCH TO 70 INCH		
AC8-99D	CALC'D BACK OF CAB TO REAR SUSP C/L (CA) : 109.65 in		
AE8-99D	CALCULATED EFFECTIVE BACK OF CAB TO REAR SUSPENSION C/L (CA) : 106.65 in		
AE4-99D	CALC'D FRAME LENGTH - OVERALL : 267.58 in		
FSS-0LH	CALCULATED FRAME SPACE LH SIDE : 20.09 in		
FSS-0RH	CALCULATED FRAME SPACE RH SIDE : 55.1 in		
553-001	SQUARE END OF FRAME		
550-001	FRONT CLOSING CROSSMEMBER		
559-003	LIGHTWEIGHT HEAVY DUTY ALUMINUM ENGINE CROSSMEMBER	-12	
561-001	STANDARD CROSSMEMBER BACK OF TRANSMISSION		
562-001	STANDARD MIDSHIP #1 CROSSMEMBER(S)		
572-001	STANDARD REARMOST CROSSMEMBER		
565-002	HEAVY DUTY SUSPENSION CROSSMEMBER		30

Chassis Equipment

556-1CU	THREE-PIECE 14 INCH PAINTED STEEL BUMPER WITH COLLAPSIBLE ENDS, SPACED 3 INCHES FORWARD	40
558-001	FRONT TOW HOOKS - FRAME MOUNTED	15

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574-011	SINGLE LICENSE PLATE BUMPER MOUNTING ON LH SIDE
585-998	NO MUDFLAP BRACKETS
590-998	NO REAR MUDFLAPS
586-024	FENDER AND FRONT OF HOOD MOUNTED FRONT MUDFLAPS
551-002	HUCK-SPIN ROUND COLLAR CHASSIS FASTENERS
44Z-002	EXTERIOR HARNESES WRAPPED IN ABRASION TAPE

Fuel Tanks

204-034	80 GALLON RECTANGULAR ALUMINUM FUEL TANK - LH	40	10
218-005	RECTANGULAR FUEL TANK(S)		
215-005	PLAIN ALUMINUM/PAINTED STEEL FUEL/HYDRAULIC TANK(S) WITH PAINTED BANDS		
212-007	FUEL TANK(S) FORWARD		
664-001	PLAIN STEP FINISH		
205-001	FUEL TANK CAP(S)		
122-1J1	DETROIT FUEL/WATER SEPARATOR WITH WATER IN FUEL SENSOR, HAND PRIMER AND 12 VOLT PREHEATER"	-5	
216-020	EQUIFLO INBOARD FUEL SYSTEM		
202-016	HIGH TEMPERATURE REINFORCED NYLON FUEL LINE		

Tires

093-1VM	MICHELIN X LINE ENERGY Z 315/80R22.5 20 PLY RADIAL FRONT TIRES	50	
094-1YV	HDC3 11R22.5 16 PLY RADIAL REAR TIRES		192

Hubs

418-060	CONMET PRESET PLUS PREMIUM IRON FRONT HUBS
450-060	CONMET PRESET PLUS PREMIUM IRON REAR HUBS

Wheels

502-433	ACCURIDE 29039 22.5X9.00 10-HUB PILOT 5.25 INSET 5-HAND STEEL DISC FRONT WHEELS	66	
505-428	ACCURIDE 28828 22.5X8.25 10-HUB PILOT 2- HAND HD STEEL DISC REAR WHEELS		104
496-011	FRONT WHEEL MOUNTING NUTS		
497-011	REAR WHEEL MOUNTING NUTS		

Cab Exterior

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829-071	106 INCH BBC FLAT ROOF ALUMINUM CONVENTIONAL CAB	
650-008	AIR CAB MOUNTING	
705-012	CAB ROOF REINFORCEMENTS FOR ROOF MOUNTED COMPONENTS	2
648-002	NONREMOVABLE BUGSCREEN MOUNTED BEHIND GRILLE	
754-008	2-1/2 INCH FENDER EXTENSIONS	10
678-001	LH AND RH GRAB HANDLES	
646-023	HOOD MOUNTED CHROMED PLASTIC GRILLE	
65X-003	CHROME HOOD MOUNTED AIR INTAKE GRILLE	
644-004	FIBERGLASS HOOD	
690-016	CAB FLOOR, TOE BOARD AND FIREWALL HEAT SHIELD	5
727-066	DUAL 26 INCH RECTANGULAR POLISHED ALUMINUM AIR HORNS ROOF MOUNTED	8
726-001	SINGLE ELECTRIC HORN	
728-002	DUAL HORN SHIELDS	
575-001	REAR LICENSE PLATE MOUNT END OF FRAME	
312-038	INTEGRAL HEADLIGHT/MARKER ASSEMBLY WITH CHROME BEZEL	
302-047	LED AERODYNAMIC MARKER LIGHTS	
311-001	DAYTIME RUNNING LIGHTS	
294-001	INTEGRAL STOP/TAIL/BACKUP LIGHTS	
300-015	STANDARD FRONT TURN SIGNAL LAMPS	
744-1BC	DUAL WEST COAST BRIGHT FINISH HEATED MIRRORS WITH LH AND RH REMOTE	
797-001	DOOR MOUNTED MIRRORS	
796-001	102 INCH EQUIPMENT WIDTH	
743-204	LH AND RH 8 INCH BRIGHT FINISH CONVEX MIRRORS MOUNTED UNDER PRIMARY MIRRORS	
74A-001	RH DOWN VIEW MIRROR	
729-001	STANDARD SIDE/REAR REFLECTORS	
764-010	COMPOSITE EXTERIOR SUN VISOR	10
768-043	63X14 INCH TINTED REAR WINDOW	
661-003	TINTED DOOR GLASS LH AND RH WITH TINTED NON-OPERATING WING WINDOWS	
654-011	RH AND LH ELECTRIC POWERED WINDOWS	
663-013	1-PIECE SOLAR GREEN GLASS WINDSHIELD	
659-019	2 GALLON WINDSHIELD WASHER RESERVOIR WITHOUT FLUID LEVEL INDICATOR, FRAME MOUNTED	

Cab Interior

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055-017	PROFESSIONAL TRIM PACKAGE	
707-105	MIST AND CARBON CLOTH INTERIOR "PROFESSIONAL"	
70K-016	CARBON WITH BASE BLACK ACCENT	
706-013	MOLDED PLASTIC DOOR PANEL	
708-013	MOLDED PLASTIC DOOR PANEL	
772-006	BLACK MATS WITH SINGLE INSULATION	
785-025	(1) 12V DASH MOUNTED POWER OUTLET	
691-001	FORWARD ROOF MOUNTED CONSOLE	
696-012	CENTER STORAGE CONSOLE MOUNTED ON BACKWALL	20
693-019	LH AND RH DOOR STORAGE POCKETS INTEGRATED INTO MOLDED DOOR PANELS	
738-021	DIGITAL ALARM CLOCK IN DRIVER DISPLAY	
742-007	(2) CUP HOLDERS LH AND RH DASH	
680-029	M2/SD DASH	
720-003	5 LB. FIRE EXTINGUISHER	10
700-002	HEATER, DEFROSTER AND AIR CONDITIONER	
701-008	STANDARD HVAC DUCTING WITH SNOW SHIELD FOR FRESH AIR INTAKE	
703-005	MAIN HVAC CONTROLS WITH RECIRCULATION SWITCH	
170-045	STANDARD HEATER PLUMBING WITH BALL SHUTOFF VALVES AT SUPPLY LINES ONLY	
130-041	VALEO HEAVY DUTY A/C REFRIGERANT COMPRESSOR	
702-002	BINARY CONTROL, R-134A	
739-034	PREMIUM INSULATION	
285-013	SOLID-STATE CIRCUIT PROTECTION AND FUSES	
280-007	12V NEGATIVE GROUND ELECTRICAL SYSTEM	
324-1B3	STANDARD LED CAB LIGHTING	
657-1A0	ALL UNIT(S) KEYED ALIKE WITH CUSTOMER SPECIFIED KEY NUMBER FT1013	
78G-003	KEY QUANTITY OF 3	
655-005	LH AND RH ELECTRIC DOOR LOCKS	
756-339	PREMIUM ISRINGHAUSEN HIGH BACK AIR SUSPENSION DRIVERS SEAT WITH 2 AIR LUMBAR, INTEGRATED CUSHION EXTENSION, TILT AND ADJUSTABLE SHOCK	70
760-335	BASIC ISRI HIGH BACK NON SUSPENSION PASSENGER SEAT	
759-007	DUAL DRIVER SEAT ARMRESTS, NO PASSENGER SEAT ARMRESTS	4
711-004	LH AND RH INTEGRAL DOOR PANEL ARMRESTS	

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Phone: (517) 484-1905 Ext. 129

758-1AK	BLACK VINYL DRIVER SEAT COVER
761-1AK	BLACK VINYL PASSENGER SEAT COVER
763-101	BLACK SEAT BELTS
532-002	ADJUSTABLE TILT AND TELESCOPING STEERING COLUMN
540-044	4-SPOKE 18 INCH (450MM) BLACK STEERING WHEEL WITH SWITCHES
765-002	DRIVER AND PASSENGER INTERIOR SUN VISORS

Instruments & Controls

106-002	ELECTRONIC ACCELERATOR CONTROL
734-025	CONFIGURABLE UPPER PANEL WITH INTEGRATED LOWER STORAGE
87L-001	ENGINE REMOTE INTERFACE WITH PARK BRAKE INTERLOCK
870-001	BLACK GAUGE BEZELS
486-001	LOW AIR PRESSURE INDICATOR LIGHT AND AUDIBLE ALARM
840-001	DUAL NEEDLE PRIMARY AND SECONDARY AIR PRESSURE GAUGE
198-025	INTAKE MOUNTED AIR RESTRICTION INDICATOR WITHOUT GRADUATIONS
721-003	87 DECIBELS TO 112 DECIBELS AUTOMATIC SELF-ADJUSTING BACKUP ALARM
149-015	ELECTRONIC CRUISE CONTROL WITH CONTROLS ON STEERING WHEEL SPOKES
156-007	KEY OPERATED IGNITION SWITCH AND INTEGRAL START POSITION; 4 POSITION OFF/RUN/START/ACCESSORY
811-044	PREMIUM INSTRUMENT CLUSTER WITH 5.0 INCH TFT COLOR DISPLAY
81B-003	DIGITAL PANEL LAMP DIMMER SWITCH IN DRIVER DISPLAY
160-038	HEAVY DUTY ONBOARD DIAGNOSTICS INTERFACE CONNECTOR LOCATED BELOW LH DASH
844-001	2 INCH ELECTRIC FUEL GAUGE
148-072	ENGINE REMOTE INTERFACE WITH ONE OR MORE SET SPEEDS
48H-003	QUICKFIT POWERTRAIN INTERFACE CONNECTOR UNDER CAB WITH CAPS
48C-003	QUICKFIT PROGRAMMABLE INTERFACE CONNECTOR(S) UNDER CAB WITH CAP
163-014	ENGINE REMOTE INTERFACE CONNECTOR AT POWERTRAIN INTERFACE CONNECTOR
856-001	ELECTRICAL ENGINE COOLANT TEMPERATURE GAUGE

3

Prepared for:
TC Utilities Div
Jackson City Of
161 W Michigan

Jackson, MI 49201
Phone: 517-768-6142

Prepared by:
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D & K TRUCK COMPANY
3020 Snow Rd
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Phone: (517) 484-1905 Ext. 129

864-001	2 INCH TRANSMISSION OIL TEMPERATURE GAUGE	
867-004	ELECTRONIC OUTSIDE TEMPERATURE SENSOR DISPLAY IN DRIVER MESSAGE CENTER	
830-017	ENGINE AND TRIP HOUR METERS INTEGRAL WITHIN DRIVER DISPLAY	
736-139	DETROIT ASSURANCE, ACTIVE BRAKE ASSIST 5, WITHOUT ADAPTIVE CRUISE CONTROL	
72K-998	NO REVERSE PROXIMITY SENSOR	
72J-002	SIDE GUARD ASSIST PHYSICAL OFF SWITCH (IF EQUIPPED), TRAFFIC SIGN DISPLAY VIRTUAL OFF SWITCH (IF EQUIPPED) - (NO ACTIVE BRAKE ASSIST OFF SWITCH)	
49B-004	ELECTRONIC STABILITY CONTROL	
73B-031	DETROIT ASSURANCE 5.0 LANE DEPARTURE WARNING SYSTEM WITH 15 MINUTE OFF TIMEOUT DASH SWITCH	
852-002	ELECTRIC ENGINE OIL PRESSURE GAUGE	
35M-010	QUICKFIT PROGRAMMABLE INTERFACE MODULE	10
1U1-002	TOP OF DASH RAM MOUNT WITHOUT POWER OR GROUND, FOR CUSTOMER FURNISHED	
746-137	AM/FM/WB WORLD TUNER RADIO WITH BLUETOOTH, USB AUXILIARY INPUTS, J1939	
747-001	DASH MOUNTED RADIO	
750-002	(2) RADIO SPEAKERS IN CAB	
753-040	24 INCH AM/FM ANTENNA MOUNTED ON LH SIDE MIRROR, RG-62	
748-006	POWER AND GROUND WIRING PROVISION OVERHEAD	
749-001	ROOF/OVERHEAD CONSOLE CB RADIO PROVISION	
78C-004	INTEROPERABLE SDAR ANTENNA, SHIP LOOSE	
74D-006	STANDARD RADIO WIRING WITH STEERING WHEEL CONTROLS	
810-027	ELECTRONIC MPH SPEEDOMETER WITH SECONDARY KPH SCALE,	
817-001	STANDARD VEHICLE SPEED SENSOR	
812-001	ELECTRONIC 3000 RPM TACHOMETER	
813-1C8	DETROIT CONNECT PLATFORM HARDWARE	
8D1-313	3 YEARS DAIMLER CONNECTIVITY BASE PACKAGE ON (FEATURES VARY BY MODEL) POWERED BY DETROIT CONNECT ON CUMMINS ENGINES	
8D3-103	3 YEARS DETROIT CONNECT SAFETY EVENT VIEWER PACKAGE FOR DETROIT ASSURANCE DETROIT CONNECT PLATFORM	

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6TS-008	(2) TMC RP1226 ACCESSORY CONNECTORS: (1) LOCATED BEHIND PASSENGER SIDE REMOVABLE DASH PANEL (1) CENTER OF OVERHEAD CONSOLE
162-002	IGNITION SWITCH CONTROLLED ENGINE STOP
329-131	TWO EXTRA HARDWIRED SWITCHES IN DASH, ROUTE TO BETWEEN SEATS, BLUNTCUT
4C1-025	HARDWIRE SWITCH #1, ON/OFF LATCHING, 20 AMPS IGNITION POWER
4C2-025	HARDWIRE SWITCH #2, ON/OFF LATCHING, 20 AMPS IGNITION POWER
264-030	(1) OVERHEAD MOUNTED LANYARD CONTROL FOR DRIVER AIR HORN
482-001	BW TRACTOR PROTECTION VALVE
883-001	TRAILER HAND CONTROL BRAKE VALVE
836-015	DIGITAL VOLTAGE DISPLAY INTEGRAL WITH DRIVER DISPLAY
660-025	SINGLE ELECTRIC WINDSHIELD WIPER MOTOR WITH DELAY WHEN PARK BRAKE SET, TRANSITION TO SLOWEST SPEED
304-056	AUTOMATIC WIPERS/HEADLAMPS, INTELLIGENT HIGH-BEAM
882-004	TWO VALVE PARKING BRAKE SYSTEM WITH WARNING INDICATOR
299-020	SELF CANCELING TURN SIGNAL SWITCH WITH DIMMER, HEADLAMP FLASH, WASH/WIPE/INTERMITTENT
298-046	INTEGRAL ELECTRONIC TURN SIGNAL FLASHER WITH 40 AMP (20 AMP PER SIDE) TRAILER LAMP CAPACITY

Design

065-000	PAINT: ONE SOLID COLOR
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Color

980-5F6	CAB COLOR A: L0006EY WHITE ELITE EY
986-020	BLACK, HIGH SOLIDS POLYURETHANE CHASSIS PAINT
962-972	POWDER WHITE (N0006EA) WHEELS
964-6Z7	BUMPER PAINT: FP24812 ARGENT SILVER DUPONT FLEX
976-995	SUNVISOR PAINTED SAME AS CAB COLOR A
963-003	STANDARD E COAT/UNDERCOATING

Certification / Compliance

996-001	U.S. FMVSS CERTIFICATION
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TOTAL VEHICLE SUMMARY

Application Version 11.9.708
Data Version PRL-28M.037
25 Dump Jackson City



04/10/2024 12:06 PM

Page 14 of 17

Prepared for:
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Weight Summary			
	Weight Front	Weight Rear	Total Weight
Factory Weight ⁺	7822 lbs	8269 lbs	16091 lbs
Total Weight ⁺	7822 lbs	8269 lbs	16091 lbs

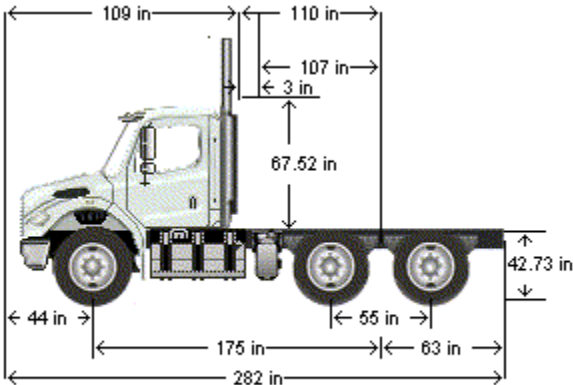
(***) All cost increases for major components (Engines, Transmissions, Axles, Front and Rear Tires) and government mandated requirements, tariffs, and raw material surcharges will be passed through and added to factory invoices.

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D I M E N S I O N S



VEHICLE SPECIFICATIONS SUMMARY - DIMENSIONS

Model.....	M2106
Wheelbase (545)	4450MM (175 INCH) WHEELBASE
Rear Frame Overhang (552).....	1600MM (63 INCH) REAR FRAME OVERHANG
Cab Size (829)	106 INCH BBC FLAT ROOF ALUMINUM CONVENTIONAL CAB
Sleeper (682)	NO SLEEPER BOX/SLEEPERCAB
Exhaust System (016)RH OUTBOARD UNDER STEP MOUNTED HORIZONTAL AFTERTREATMENT SYSTEM ASSEMBLY WITH RH B-PILLAR MOUNTED VERTICAL TAILPIPE	

TABLE SUMMARY - DIMENSIONS



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Dimensions	Inches
Bumper to Back of Cab (BBC)	109.3
Bumper to Centerline of Front Axle (BA)	43.7
Front Axle to Back of Cab (AC)	65.6
Min. Cab to Body Clearance (CB)	3.0
Back of Cab to Centerline of Rear Axle(s) (CA)	109.6
Effective Back of Cab to Centerline of Rear Axle(s) (Effective CA)	106.6
Back of Cab Protrusions (Exhaust/Intake) (CP)	2.0
Back of Cab Protrusions (Side Extenders/Trim Tab) (CP)	0.0
Back of Cab Protrusions (CNG Tank)	0.0
Back of Cab Clearance (CL)	3.0
Back of Cab to End of Frame	172.6
Cab Height (CH)	67.5
Wheelbase (WB)	175.2
Frame Overhang (OH)	63.0
Overall Frame Length	267.6
Overall Length (OAL)	281.9
Rear Axle Spacing	55.0
Unladen Frame Height at Centerline of Rear Axle	42.7

Performance calculations are estimates only. If performance calculations are critical, please contact Customer Application Engineering.



MEMO TO: Mayor and City Councilmembers

FROM: Jonathan Greene, City Manager

DATE: May 28, 2024

SUBJECT: Road Salt FY 2024/2025

Recommendation:

Approval of the purchase of 4,000 tons of road salt from Detroit Salt Company for \$80.21 per ton for a total of \$320,840 for the 2024/2025 winter season



DEPARTMENTAL REPORT

MEMO TO: Jonathan Greene, City Manager
FROM: Mike Osborn, Director of Public Works
DATE: May 28, 2024

RECOMMENDATION: Approve the purchase of 4,000 tons of road salt from Detroit Salt Company at a cost of \$80.21 per ton for a total amount of \$320,840.00, for the 2024/2025 winter season through cooperative bidding with the Jackson County Department of Transportation.

ISSUE STATEMENT

These road salt quantities used and purchase amounts have remained consistent with previous years, and our expectations for the required use remain the same for the upcoming 2024/2025 winter season. By spreading salt on our roads, we are able to keep them safe and reasonably free from ice in the winter months. Without road salt, we would not be able to manage ice buildup on the roads.

DESCRIBE THE CONSEQUENCES

Without the use of road salt, our roads would have ice build-up from the freezing and thawing during winter months, causing dangerous road conditions.

OWNERSHIP

The Jackson County Department of Transportation graciously allows the City to cooperatively purchase road salt through their annual competitive bidding process, and the lowest bid was Detroit Salt Company with a cost of \$80.21 per ton. The cost of last year's winter season road salt was \$77.87 per ton.

The 2024/2025 road salt cost per ton would be an approximate increase of 3% over last year's cost per ton.

SOLUTION

The City uses approximately 4,000 tons of road salt per year, and given the bid of \$80.21 per ton, the total cost for the 2024/2025 winter season is \$320,840. These purchases are budgeted in the 202-478-000-782.000 and 203-478-000-782.000, Major and Local Street Winter Maintenance.

FACILITATE IMPLEMENTATION

Approve the purchase of 4,000 tons of road salt from Detroit Salt Company at a cost of \$80.21 per ton for a total amount of \$320,840.00, for the 2024/2025 winter season through cooperative bidding with the Jackson County Department of Transportation.

ATTACHMENTS

1. Bid Tab
2. RFP #105J-24 Sodium Chloride

BID TAB: RFP #105J-24 Sodium Chloride			
Delivery Site	Vendor	Vendor	Vendor
	Cargill, Inc	Compass Minerals	Detroit Salt
Marshall	85.55	93.18	83.13
Battle Creek	85.55	93.18	83.13
Albion	85.55	93.18	83.13
Clark Lake	85.55	89.90	80.21
Jackson	85.55	89.90	80.21
Henrietta	85.55	89.90	80.21
Parma	85.55	89.90	80.21
City of Jackson	85.55	89.90	80.21
Pick-up	90.00	85.00	80.00

RFP#105J-24 SODIUM CHLORIDE BID TAB				
DELIVERY SITE	QTY/TONS	VENDOR	VENDOR	VENDOR
		<i>Cargill, Incorporated</i>	<i>Compass Minerals America Inc</i>	<i>The Detroit Salt Company</i>
		<i>PRICE/TON</i>	<i>PRICE/TON</i>	<i>PRICE/TON</i>
<i>CLRK LK</i>	<i>7,000</i>	\$85.55	\$89.90	\$80.21
<i>JACKSON</i>	<i>5,000</i>	\$85.55	\$89.90	\$80.21
<i>HENRIETTA</i>	<i>5,000</i>	\$85.55	\$89.90	\$80.21
<i>PARMA</i>	<i>7,000</i>	\$85.55	\$89.90	\$80.21
<i>CITY OF JAX</i>	<i>4,000</i>	\$85.55	\$89.90	\$80.21
<i>PICK UP - JCDOT</i>	<i>28,000</i>	<i>\$90.00</i>	<i>\$85.00</i>	<i>\$80.00</i>
<i>Stockpile Locations:</i>		<i>Cleveland, OH</i>	<i>River Rouge MI</i>	<i>Detroit MI</i>



MEMO TO: Mayor and City Councilmembers

FROM: Jonathan Greene, City Manager

DATE: May 28, 2024

SUBJECT: Johnny's Tree Service Extension.

Recommendation:

Approval of the final one-year contract extension with Johnny's Tree Service, Inc., for as-needed tree trimming, tree removals, and stump grinding in the fiscal year 2024/25, with a 2.5% increase for an estimated cost of \$211,970.



DEPARTMENTAL REPORT

MEMO TO: Jonathan Greene, City Manager

FROM: Mike Osborn, Director of Public Works

DATE: May 28, 2024

RECOMMENDATION: Approval of the final one-year contract extension with Johnny's Tree Service, Inc., for as-needed tree trimming, tree removals, and stump grinding in the fiscal year 2024/25, with a 2.5% increase for an estimated cost of \$211,970.

ISSUE STATEMENT

The City's forestry services typically include maintaining the trees located along public right-of-ways, City parks, and on other City-owned public property. This contract allows for maintenance trimming, removals, and grinding of the tree stumps that remain following tree removals. This contract also allows Johnny's Tree Service, Inc. to provide these same services after a storm event when they are especially needed to keep the City streets safe and clear of debris. The contractor's services are used to augment the services provided by city staff, therefore providing the city with faster response times to better service the residents of the City of Jackson.

DESCRIBE THE CONSEQUENCES

This work is vital to maintaining the City's urban forest contained within the city limits along public right-of-ways and on other city-owned public property. Having public trees that are dying or trees that need trimming adds to the City's legal liability if not addressed. Utilizing this contractor will aid in improving the City's response time and decrease the number of forestry-related projects that await necessary attention. We need to keep the city as safe as possible from falling trees or limbs.

OWNERSHIP

The City of Jackson maintains an ever-changing list of forestry services including tree trimming, tree removal, and stump grinding in the public right-of-way and on other city-owned public property. The City requested bids for these as-needed forestry services in 2022 with Johnny's Tree Service, Inc. being the lowest responsible bidder. Therefore, they were awarded the contract. Also, Johnny's Tree Service, Inc. held the contract for the previous two years, before the 2022 contract award. This one-year contract extension would be the second of two one-year renewals outlined in the current contract. Johnny's Tree Service, Inc. has done an

exceptional job as the City's contractor providing these forestry services over the past several years. Both the City and the contractor would like to extend the contract for another year with a 2.5% increase per the existing contract. If we were not to approve this extension of the contract this year, the fear is that the cost to provide these services would be considerably more, due to the rise in the current inflation rates over the past several years. In an effort to save money and maintain the same level of services, we believe it would be in the City's best interest to approve this extension.

SOLUTION

Funding for these services is budgeted by the Department of Public Works, Forestry Contractual budget line 101-442-000-818.000. The budgeted amount for the fiscal year 2024/25 is approximately \$211,970.

FACILITATE IMPLEMENTATION

Approval of the final one-year contract extension with Johnny's Tree Service, Inc., for as-needed tree trimming, tree removals, and stump grinding in the fiscal year 2024/25, with a 2.5% increase for an estimated cost of \$211,970.

ATTACHMENTS

1. City contract extension

JOHNNY'S TREE SERVICE INC.

1245 FALAHEE ROAD
JACKSON, MICHIGAN
P.O. BOX 345
MICHIGAN CENTER, MI 49254
(517) 764-2444

We at Johnny's Tree Service accept the renewal of the contract from September 1st 2024 to August 31st 2025 at the 2.5% rate increase. If you have any questions, please let us know.

Cameron Smith

Owner



MEMO TO: Mayor and City Councilmembers
FROM: Jonathan Greene, City Manager
DATE: May 28, 2024
SUBJECT: Treatment Chemicals FY 2024/2025

Recommendation:

Award Contracts for the Fiscal Year 2024/2025 purchase of Water and Wastewater Treatment chemicals.



DEPARTMENTAL REPORT

MEMO TO: Jonathan Greene, City Manager
FROM: Mike Osborn, Director of Public Works
DATE: May 28, 2024

RECOMMENDATION: Approve the purchase of these chemicals and providers listed above. The lime, ferric chloride, hydrofluosilic acid, and soda ash were bid through our consortium with the Lansing Board of Water and Light, the City of Lansing, East Lansing, and various other communities. The remaining chemicals were bid by the City of Jackson Purchasing Department.

ISSUE STATEMENT

The City of Jackson, through the Mid-Michigan Bulk Water Chemical Consortium and a City of Jackson Request for Proposal (RFP) issued on 4/10/2024, issued requests for chemical bids. These chemicals will be utilized in the treatment processes at both the Water and Wastewater Treatment Plants over the next fiscal year.

DESCRIBE THE CONSEQUENCES

Without the purchase of these chemicals to treat groundwater and raw sewage, our drinking water and wastewater processes would not be safe for their respective environments. This could lead to pollution of rivers, streams, and lakes or damage to our drinking water system. These chemicals help ensure safe and clean drinking water for the City of Jackson and surrounding constituents.

OWNERSHIP

The City Staff has done its due diligence to obtain the best pricing on the necessary chemicals to ensure that the Water Treatment Plant and the Wastewater Treatment Plant can safely provide these essential utility services to the residents of Jackson and its surrounding constituents.

The Water Treatment Plant has had issues contacting Sterling Water Technologies LLC to confirm the availability of the phosphate and the required minimum order policy. We have not purchased chemicals from them in the past and have concerns about no communication before we award this contract, which they will be able to do if awarded the bid. We reached out to Carus LLC, a vendor the City has purchased phosphate from in the past, and felt that they could serve us without a doubt. Carus LLC's price is \$14.49 a CWT or (100) lbs. more, but we

already have a good business relationship with Carus LLC. We have interviewed Carus LLC and reached out to the low bidder, Sterling Water Technologies LLC, with no response. We feel Carus LLC is going to be able to supply the WTP more reliably and efficiently.

SOLUTION

The annual treatment chemical purchases are included in the approved 2024-2025 water and wastewater treatment budgets.

Chemical	Company	Cost	Unit	Quantity	Unit	Total Cost
Lime	Graymont Western Lime	\$ 189.00	per ton	x 3,250	tons	\$ 614,250.00
Ferric Chloride	PVS Technologies	\$ 1,168.00	per ton	x 60	tons	\$ 70,080.00
Hydrofluosilic Acid	Univar Solutions USA INC.	\$ 540.00	per ton	x 40	tons	\$ 21,600.00
Liquid Caustic Soda	JCI Jones Chemicals, Inc.	\$ 790.00	per ton	x 140	tons	\$ 110,600.00
Chlorine	JCI Jones Chemicals, Inc.	\$1,740.00	per ton	x 55	tons	\$ 95,700.00
Soda Ash	DuBois Chemicals, Inc.	\$ 449.00	per ton	x 175	tons	\$ 78,575.00
Phosphate	Carus, LLC	\$ 166.00	per CWT	x 399	CWT	\$ 66,234.00
Ferrous Chloride	Kemira Water Solutions	\$ 0.70	per Gallon	x 250,000	Gallon	\$ 175,000.00

FACILITATE IMPLEMENTATION

Approve the purchase of these chemicals and providers listed above. The lime, ferric chloride, hydrofluosilic acid, and soda ash were bid through our consortium with the Lansing Board of Water and Light, the City of Lansing, East Lansing, and various other communities. The remaining chemicals were bid by the City of Jackson Purchasing Department.

ATTACHMENTS

- 1. Bid Tabulation 2024 Water and WWTP Chemicals
- 2. BWL Bid Tab by Line

COMPANY	CHLORINE	LIQUID CAUSTIC SODA	PHOSPHATE	SODIUM HYPOCHLORITE LIQUID	FERROUS CHLORIDE
	per ton	per ton dry	per hundred weight	per gallon	per gallon
ALEXANDER CHEMICAL	\$1,879.00	\$989.00	no bid	\$4.29	no bid
CARUS, LLC	no bid	no bid	\$166.00	no bid	no bid
CHEMRITE, INC.	no bid	no bid	\$202.00	no bid	no bid
ELHORN COMPANY	no bid	no bid	no bid	\$3.25	no bid
HAVILAND PRODUCTS	no bid	** \$805.00 +>\$50 2025	2.10/lb	\$2.73	no bid
JCI JONES CHEMICALS, INC.	\$1,740.00	\$790.00	no bid	no bid	no bid
KEMIRA WATER SOLUTIONS, INC.	no bid	no bid	no bid	no bid	\$0.70
PENCCO	no bid	no bid	no bid	no bid	no bid
STERLING WATER TECHNOLOGIES LLC	no bid	no bid	*\$151.5152	no bid	no bid
PVS TECHNOLOGIES, INC.	no bid	no bid	no bid	no bid	\$1.49
SHANNON CHEMICAL CORPORATION	no bid	no bid	\$174.27	no bid	no bid
UNIVAR SOLUTIONS USA INC	no bid	\$842.00	no bid	no bid	no bid
WATER SOLUTIONS UNLIMITED	no bid	no bid	\$209.00	\$3.10	no bid
WEBB CHEMICAL	no bid	^\$843.23	no bid	\$3.91 55g drum/ \$2.91 330g tote	\$1.72

*24,000 Lb Minimum delivery

^We reserve the right to adjust pricing quarterly

**Price is subject to change after Dec 2024, max \$50 change Jan-Jun 2025

1	Sodium Hypochlorite (per gallon)									
	Supplier	QTY	UOM	Estimated	Price	Extended	Supplier Notes		Manufacturer	Manufacturer #
	JCI Jones Chemicals, Inc.	1	GAL		\$1.81	\$1.81	1,000-1,999 gals/del	\$3.58/gal*2,000-2,999 gals/del	\$	
	Alexander Chemical Corporator	1	GAL		\$2.149	\$2.15	Pricing is based on full tanker truck deliveries.			
	Rowell Chemical	1	GAL		\$2.15	\$2.15				
	DuBois Chemicals, Inc.	1	GAL		No Bid					
	TR International Trading Compa	1	GAL		No Bid					
	Sisecam Chemicals Resources LL	1	GAL		No Bid					
	PVS Technologies, Inc.	1	GAL		No Bid					
	Graymont Western Lime Inc	1	GAL		No Bid					
	Carmeuse Lime & Stone, Inc.	1	GAL		No Bid					
	Pencco, Inc	1	GAL		No Bid					
	Univar Solutions USA Inc	1	GAL		No Bid					

2	Sodium Hypochlorite Demurrage (first 4 hours free)									
	Supplier	QTY	UOM	Estimated	Price	Extended	Supplier Notes		Manufacturer	Manufacturer #
	JCI Jones Chemicals, Inc.	1	HR		\$75.00	\$75.00				
	Alexander Chemical Corporator	1	HR		\$100.00	\$100.00	Demurrage fee starts after 2 hours.			
	Rowell Chemical	1	HR		\$150.00	\$150.00				
	DuBois Chemicals, Inc.	1	HR		No Bid					
	TR International Trading Compa	1	HR		No Bid					
	Sisecam Chemicals Resources LL	1	HR		No Bid					
	PVS Technologies, Inc.	1	HR		No Bid					
	Graymont Western Lime Inc	1	HR		No Bid					
	Carmeuse Lime & Stone, Inc.	1	HR		No Bid					
	Pencco, Inc	1	HR		No Bid					
	Univar Solutions USA Inc	1	HR		No Bid					

3	Hydrofluosilic Acid- 40,000 lbs. minimum shipments									
	Supplier	QTY	UOM	Estimated	Price	Extended	Supplier Notes		Manufacturer	Manufacturer #
	Univar Solutions USA Inc	1	ton		\$520.00	\$520.00				
	Alexander Chemical Corporatio	1	ton		\$620.00	\$620.00	40,000 lbs. shipments minimum. (multi stop fee of \$75.00 appli			
	Pencco, Inc	1	ton		\$622.00	\$622.00				
	Rowell Chemical	1	ton		No Bid					
	DuBois Chemicals, Inc.	1	ton		No Bid					
	TR International Trading Compa	1	ton		No Bid					
	Sisecam Chemicals Resources LL	1	ton		No Bid					
	JCI Jones Chemicals, Inc.	1	ton		No Bid					
	PVS Technologies, Inc.	1	ton		No Bid					
	Graymont Western Lime Inc	1	ton		No Bid					
	Carmeuse Lime & Stone, Inc.	1	ton		No Bid					

4	Hydrofluosilic Acid- 30,000 lbs. minimum shipments								
	Supplier	QTY	UOM	Estimated	Price	Extended	Supplier Notes	Manufacturer	Manufacturer #
	Univar Solutions USA Inc	1	ton		\$540.00	\$540.00			
	Alexander Chemical Corporator	1	ton		\$630.00	\$630.00	Minimum 30,000 - 39,999 lb. shipments (multi stop fee of \$75.0		
	Pencco, Inc	1	ton		\$706.00	\$706.00			
	Rowell Chemical	1	ton		No Bid				
	DuBois Chemicals, Inc.	1	ton		No Bid				
	TR International Trading Compa	1	ton		No Bid				
	Sisecam Chemicals Resources LL	1	ton		No Bid				
	JCI Jones Chemicals, Inc.	1	ton		No Bid				
	PVS Technologies, Inc.	1	ton		No Bid				
	Graymont Western Lime Inc	1	ton		No Bid				
	Carmeuse Lime & Stone, Inc.	1	ton		No Bid				

5	Hydrofluosilic Acid- multiple locations in 40,000 lbs. minimum shipments								
	Supplier	QTY	UOM	Estimated	Price	Extended	Supplier Notes	Manufacturer	Manufacturer #
	Univar Solutions USA Inc	1	ton		\$530.00	\$530.00			
	Alexander Chemical Corporator	1	ton		\$620.00	\$620.00	40,000 lbs. minimum (multi stop fee of \$75.00 applies, if there a		
	Pencco, Inc	1	ton		\$642.00	\$642.00			
	Rowell Chemical	1	ton		No Bid				
	DuBois Chemicals, Inc.	1	ton		No Bid				
	TR International Trading Compa	1	ton		No Bid				
	Sisecam Chemicals Resources LL	1	ton		No Bid				
	JCI Jones Chemicals, Inc.	1	ton		No Bid				
	PVS Technologies, Inc.	1	ton		No Bid				
	Graymont Western Lime Inc	1	ton		No Bid				
	Carmeuse Lime & Stone, Inc.	1	ton		No Bid				

6	Hydrofluosilic Acid- Demurrage (first 4 hours free)								
	Supplier	QTY	UOM	Estimated	Price	Extended	Supplier Notes	Manufacturer	Manufacturer #
	Alexander Chemical Corporatio	1	hr		\$100.00	\$100.00	Demurrage fee starts after 2 hours.		
	Pencco, Inc	1	hr		\$200.00	\$200.00			
	Rowell Chemical	1	hr		No Bid				
	DuBois Chemicals, Inc.	1	hr		No Bid				
	TR International Trading Compa	1	hr		No Bid				
	Sisecam Chemicals Resources LL	1	hr		No Bid				
	JCI Jones Chemicals, Inc.	1	hr		No Bid				
	PVS Technologies, Inc.	1	hr		No Bid				
	Graymont Western Lime Inc	1	hr		No Bid				
	Carmeuse Lime & Stone, Inc.	1	hr		No Bid				
	Univar Solutions USA Inc	1	hr		\$0.00	\$0.00			

7	Ferric Chloride- Dry Tons								
	Supplier	QTY	UOM	Estimated	Price	Extended	Supplier Notes	Manufacturer	Manufacturer #
	PVS Technologies, Inc.	1	ton		\$1,168.00	\$1,168.00			
	Graymont Western Lime Inc	1	ton		No Bid				
	Carmeuse Lime & Stone, Inc.	1	ton		No Bid				
	Pencco, Inc	1	ton		No Bid				
	Rowell Chemical	1	ton		No Bid				
	DuBois Chemicals, Inc.	1	ton		No Bid				
	TR International Trading Compa	1	ton		No Bid				
	Sisecam Chemicals Resources LL	1	ton		No Bid				
	Univar Solutions USA Inc	1	ton		No Bid				
	Alexander Chemical Corporatior	1	ton		No Bid				
	JCI Jones Chemicals, Inc.	1	ton		No Bid				

8	Ferric Chloride-Demurrage (first 4 hours free)								
	Supplier	QTY	UOM	Estimated	Price	Extended	Supplier Notes	Manufacturer	Manufacturer #
	PVS Technologies, Inc.	1	hr		\$150.00	\$150.00			
	Graymont Western Lime Inc	1	hr		No Bid				
	Carmeuse Lime & Stone, Inc.	1	hr		No Bid				
	Pencco, Inc	1	hr		No Bid				
	Rowell Chemical	1	hr		No Bid				
	DuBois Chemicals, Inc.	1	hr		No Bid				
	TR International Trading Compa	1	hr		No Bid				
	Sisecam Chemicals Resources LL	1	hr		No Bid				
	Univar Solutions USA Inc	1	hr		No Bid				
	Alexander Chemical Corporatio	1	hr		No Bid				
	JCI Jones Chemicals, Inc.	1	hr		No Bid				

9	Pebble Quicklime								
	Supplier	QTY	UOM	Estimated	Price	Extended	Supplier Notes	Manufacturer	Manufacturer #
	Graymont Western Lime Inc	1	ton		\$189.00	\$189.00			
	Carmeuse Lime & Stone, Inc.	1	ton		\$333.38	\$333.38			
	Pencco, Inc	1	ton		No Bid				
	Rowell Chemical	1	ton		No Bid				
	DuBois Chemicals, Inc.	1	ton		No Bid				
	TR International Trading Compa	1	ton		No Bid				
	Sisecam Chemicals Resources LL	1	ton		No Bid				
	Univar Solutions USA Inc	1	ton		No Bid				
	Alexander Chemical Corporator	1	ton		No Bid				
	JCI Jones Chemicals, Inc.	1	ton		No Bid				
	PVS Technologies, Inc.	1	ton		No Bid				

10	Pebble Quicklime- Demurrage (first 4 hours free)								
	Supplier	QTY	UOM	Estimated	Price	Extended	Supplier Notes	Manufacturer	Manufacturer #
	Carmeuse Lime & Stone, Inc.	1	hr		\$100.00	\$100.00			
	Graymont Western Lime Inc	1	hr		\$120.00	\$120.00			
	Pencco, Inc	1	hr		No Bid				
	Rowell Chemical	1	hr		No Bid				
	DuBois Chemicals, Inc.	1	hr		No Bid				
	TR International Trading Compa	1	hr		No Bid				
	Sisecam Chemicals Resources LL	1	hr		No Bid				
	Univar Solutions USA Inc	1	hr		No Bid				
	Alexander Chemical Corporator	1	hr		No Bid				
	JCI Jones Chemicals, Inc.	1	hr		No Bid				
	PVS Technologies, Inc.	1	hr		No Bid				

11	Soda Ash								
	Supplier	QTY	UOM	Estimated	Price	Extended	Supplier Notes	Manufacturer	Manufacturer #
	Sisecam Chemicals Resources LL	1	ton		\$410.00	\$410.00	This would be in short tons (not metric tons). Price is fixed for tl		
	DuBois Chemicals, Inc.	1	ton		\$449.00	\$449.00	Soda Ash Dense - NSF, 7-10 day lead time, 35-36-ton loads		
	TR International Trading Compa	1	ton		\$512.00	\$512.00	Bulk Pneumatic Hopper TruckFull Truckload Quantities		
	Univar Solutions USA Inc	1	ton		No Bid				
	Alexander Chemical Corporator	1	ton		No Bid				
	JCI Jones Chemicals, Inc.	1	ton		No Bid				
	PVS Technologies, Inc.	1	ton		No Bid				
	Graymont Western Lime Inc	1	ton		No Bid				
	Carmeuse Lime & Stone, Inc.	1	ton		No Bid				
	Pencco, Inc	1	ton		No Bid				
	Rowell Chemical	1	ton		No Bid				

12	Soda Ash- Demurrage (first 4 hours free)								
	Supplier	QTY	UOM	Estimated	Price	Extended	Supplier Notes	Manufacturer	Manufacturer #
	TR International Trading Compa	1	hr		\$150.00	\$150.00	\$150 per hour		
	Sisecam Chemicals Resources LL	1	hr		No Bid				
	Univar Solutions USA Inc	1	hr		No Bid				
	Alexander Chemical Corporator	1	hr		No Bid				
	JCI Jones Chemicals, Inc.	1	hr		No Bid				
	PVS Technologies, Inc.	1	hr		No Bid				
	Graymont Western Lime Inc	1	hr		No Bid				
	Carmeuse Lime & Stone, Inc.	1	hr		No Bid				
	Pencco, Inc	1	hr		No Bid				
	Rowell Chemical	1	hr		No Bid				
	DuBois Chemicals, Inc.	1	hr		\$0.00	\$0.00	No Charge		



MEMO TO: Mayor and City Councilmembers

FROM: Jonathan Greene, City Manager

DATE: May 28, 2024

SUBJECT: A Resolution to Exercise the City's Right of First Refusal for (6) Vacant Lots and Decline 37 Parcels under PA 123 of 1999

Recommendation:

Approve a Resolution to Exercise the City's Right of First Refusal for (6) Vacant Lots and Decline 37 Parcels under PA 123 of 1999

Approve a Resolution to Exercise the City's Right of First Refusal for (6) Vacant Lots and Decline 37 Parcels under PA 123 of 1999



DEPARTMENTAL REPORT

MEMO TO: Jonathan Greene, City Manager
FROM: Shane LaPorte, Director of Community Development
DATE: May 28, 2024

RECOMMENDATION: Approve a Resolution to Exercise the City's Right of First Refusal for (6) Vacant Lots and Decline 37 Parcels under PA 123 of 1999

ISSUE STATEMENT

On or about April 2, 2024, the Jackson County Treasurer foreclosed on 43 parcels within the City of Jackson for non-payment of 2021 and prior property taxes. Under PA 123 of 1999, the State of Michigan has first right of refusal of all tax foreclosed properties within its counties, with the local unit of government having subsequent right of first refusal. The State of Michigan declined to exercise its right of first refusal, allowing the City of Jackson to consider all 43 parcels before the tax auctions.

Community Development staff determined there are six (6) vacant lots available which would be desirable for its 100 Homes program in Wards 2, 4, and 5. When exercising its right of first refusal, the City is responsible for paying all delinquent taxes, fees, penalties, interest and any costs to date associated with preparing these parcels for auction. At this time, acquiring the six (6) parcels will cost \$17,094.34; further costs and fees may be added before a deed is issued to the City. If approved by Council, the cost to acquire these six lots would be paid through the Land Acquisition budget. It is also recommended Council decline taking the remaining 37 parcels.

DESCRIBE THE CONSEQUENCES

As of the writing of this memorandum, the 100 Homes Program has approved 23 applications with almost 70 still under qualification review. Since the inception of the program in June 2023, 27 new homes are under construction, 16 of which are part of the 100 Homes Program. Approved applicants are provided a vacant lot tour by City staff wherein they are allowed to select the location of their home to be constructed. As not all vacant lots owned by the City are buildable or in desired locations, the lots proposed to be taken during the City's right of first refusal are good candidates to be added for the selection process.

OWNERSHIP

The 100 Homes Program, along with the City’s rehabilitation programs, is administered through the Department of Community Development. Four (4) staff members are fully or partially dedicated to these housing programs, from the qualification process, administration of the various funding sources, inspections, and closings. Software is in place to fully manage these programs efficiently.

SOLUTION

While there are upfront costs to take these lots, the long term benefits to the City exceed the initial cost. If selected by a qualified applicant, a new home would be constructed, increasing homeownership in the neighborhood and adding future revenue for the City.

FACILITATE IMPLEMENTATION

Requested action is for City Council to approve a Resolution to exercise its right of first refusal option to take six (6) vacant lots to add to the 100 Homes Program and decline an additional 37 parcels.

ATTACHMENTS

- 1. Resolution - Release Right of 1st Refusal

RESOLUTION

Notification of Release of Right of First Refusal Under Public Act 123 of 1999 for The County of Jackson

WHEREAS, pursuant to Public Act 123 of 1999, MCL 211.78m, the State of Michigan has first right of refusal for all foreclosed property of its Counties, which it declined; and

WHEREAS, pursuant to Public Act 123 of 1999, MCL 211.78m, the local unit of government has subsequent first right of refusal for all foreclosed property of its Counties; and

WHEREAS, pursuant to Public Act 123 of 1999, MCL 211.78m, a city, village, township, or city authority may purchase foreclosed property located within that city, village, township, or area of the city authority included in the judgment and subject to sale by paying the foreclosing governmental unit the greater of the minimum bid or the fair market value of the property; and

WHEREAS, the City of Jackson has reviewed a list of 2024 foreclosed properties located within its boundaries; and

WHEREAS, pursuant to the aforesaid right of first refusal, the City of Jackson has made a determination that it wants to acquire six (6) parcels identified on **Exhibit A**; and

WHEREAS, pursuant to the aforesaid right of first refusal, the City of Jackson has made a determination that it does not want to purchase the thirty-seven (37) properties identified in **Exhibit B**.

NOW, THEREFORE, BE IT RESOLVED that at the meeting of the Jackson City Council, on this 28th day of May, 2024, the City of Jackson hereby exercises its first right of refusal for the 2024 foreclosed properties located in the City of Jackson, County of Jackson, State of Michigan, as identified on **Exhibit A**.

BE IT FURTHER RESOLVED that, with the exception of those properties identified on Exhibit A, the City of Jackson hereby declines to exercise its first right of refusal for the 2024 foreclosed properties located in the City of Jackson, County of Jackson, State of Michigan, identified in **Exhibit B**.

* * * * *

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 28th day of May, 2024.

IN WITNESS WHEREOF, I have hereunto affixed
my signature and the Seal of the City of Jackson,
Michigan on this 28th day of May, 2024.

Andrea Muray

City Clerk

Exhibit A

To the City of Jackson's Resolution to Acquire Properties Under Right of First Refusal

	PIN	Address
1	2-213900000	641 W MONROE ST
2	3-206900000	612 MCBRIDE ST
3	5-020600000	110 E WILKINS ST
4	5-022200000	112 E BIDDLE ST
5	4-074600000	137 W WILKINS ST
6	6-063400000	1207 PRINGLE AVE

Exhibit B

To the City of Jackson's Resolution to Decline Properties Under Right of First Refusal

	PIN	Address
1	1-0348.1000	311 TAYLOR ST
2	1-066900000	400 ADAMS ST
3	2-083400000	916 WILDWOOD AVE
4	2-124300000	930 BACKUS ST
5	2-153400000	710 BENNETT ST
6	3-203400000	904 FIRST ST
7	4-048600000	809 S BLACKSTONE ST
8	4-109800000	1235 WOODSUM ST
9	4-123300000	1040 GREENWOOD AVE
10	4-1362.A000	241 W HIGH ST
11	5-106900000	1109 S MARTIN LUTHER KING JR DR
12	5-107200000	RIDGEWAY ST
13	5-122500000	222 E HIGH ST
14	5-167900000	125 E EUCLID AVE
15	5-193300000	347 E ROBINSON ST
16	5-202500000	314 E ADDISON ST
17	6-032900000	329 JOHNSON ST
18	6-051700000	404 S ELM AVE
19	6-076500000	630 PAGE AVE

	PIN	Address
20	6-146300000	1100 PAGE AVE
21	6-157700000	E MORRELL ST
22	6-1578.1000	E MORRELL ST
23	7-005500000	302 N MARTIN LUTHER KING JR DR
24	7-014200000	312 N MARTIN LUTHER KING JR DR
25	7-014300000	308 N MARTIN LUTHER KING JR DR
26	7-030700000	303 HOMEWILD AVE
27	7-032100000	403 HOMEWILD AVE
28	7-1115.1000	1607 HOMEWILD AVE
29	7-117700000	215 N PLEASANT ST
30	8-011000000	313 N GORHAM ST
31	8-011100000	N GORHAM ST
32	8-011200000	N GORHAM ST
33	8-046300000	1704 E GANSON ST
34	8-047700000	407 ORANGE ST
35	8-136900000	704 KENNEDY ST
36	8-171700000	814 E NORTH ST
37	8-247500000	1126 WALKER ST



MEMO TO: Mayor and City Councilmembers

FROM: Jonathan Greene, City Manager

DATE: May 28, 2024

SUBJECT: A Memorandum of Understanding (MOU) between the Jackson County Land Bank Authority (JCLBA) and the City of Jackson

Recommendation:

Approve the Memorandum of Understanding (MOU) between the Jackson County Land Bank Authority (JCLBA) and the City of Jackson Allowing the City to Act as a Consultant for the Demolition of 140 W North St, Authorize the City Manager to Sign the MOU, and Authorize the City Attorney to Make Minor Modifications as needed

Attached is a memorandum from Shane LaPorte, Community Development Director, recommending City Council approve the Memorandum of Understanding (MOU) between the Jackson County Land Bank Authority (JCLBA) and the City of Jackson allowing the City to act as a consultant for the demolition of 140 W North St, authorize the City Manager to sign the MOU, and authorize the City Attorney to make minor modifications as needed.

I recommend approval of the MOU and authorizing the City Manager to sign the MOU on behalf of the City and for the City Attorney to make minor modifications as may be needed.

JACKSON

Founded 1829

DEPARTMENTAL REPORT

MEMO TO: Jonathan Greene, City Manager

FROM: Shane LaPorte, Director of Community Development

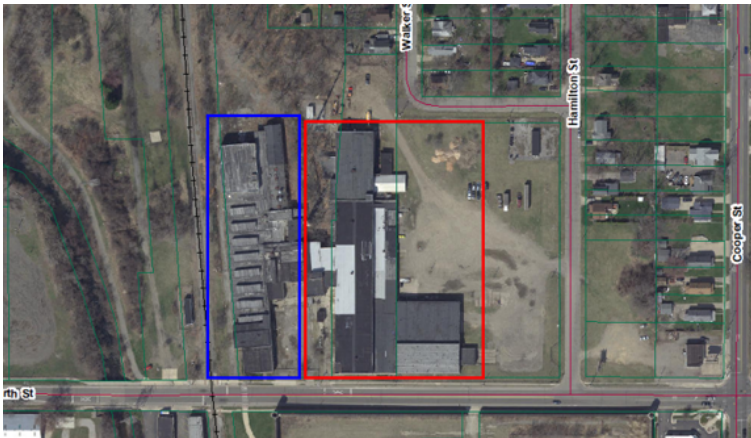
DATE: May 28, 2024

RECOMMENDATION: Approve the Memorandum of Understanding (MOU) between the Jackson County Land Bank Authority (JCLBA) and the City of Jackson Allowing the City to Act as a Consultant for the Demolition of 140 W North St, Authorize the City Manager to Sign the MOU, and Authorize the City Attorney to Make Minor Modifications as needed

ISSUE STATEMENT

The Michigan State Land Bank Authority (SLBA) released a Request for Proposals (RFP) for Blight Elimination Program (Round 4) Funds in October 2023. City staff began preparing a response to the RFP until it realized the City could not apply individually as the County is represented by the JCLBA. However, because the JCLBA is not staffed, City staff completed the response and submitted on behalf of the JCLBA.

On March 8, 2024, the JCLBA was notified it received the maximum award of \$3,000,000 to demolish portions of the Commercial Exchange located at 140 W North St. As you will recall, the eastern portion of the Commercial Exchange was destroyed by fire on August 22, 2023. This grant will allow for the demolition and removal of the residual structures and debris remaining on site.



The area within the red rectangle is the project site for the grant. During demolition, the entire site must be presumed to be polluted with Asbestos Containing Material (ACM), requiring

proper licensing, certifications, and disposal of multiple tons of material at a Class II Landfill in either Detroit or Flint.

DESCRIBE THE CONSEQUENCES

This timely grant opportunity arose after the fire and fit perfectly with the eligibility requirements. This property is privately owned; the owner waived its right to a hearing before the Building Code Board of Examiners and Appeals (BCBA). The BCBA upheld the Notice and Order of Condemnation in a March 28, 2024 Decision and Order. All costs incurred for the demolition will be specially assessed at the conclusion and a lien will be placed upon the property. If all costs are recovered before December 31, 2031, those costs must be repaid to the SLBA.

Consequences of denying the MOU will result in a site that remains a threat to the public’s health, safety, and welfare. Contamination from the site may be especially dangerous to the Grand River, residential properties in close proximity, an elementary school, Nixon Park and other sites and attractions in the vicinity.

OWNERSHIP

This demolition and reporting to the SLBA/JCLBA will be handled mainly by Community Development staff due to their experience with similar projects and grant administration. The City will bear all initial costs for the project but will submit a reimbursement request to the JCLBA once completed. The JCLBA will then submit the reimbursement request to the SLBA and, upon receipt of the payment, will reimburse the City for its expenses.

SOLUTION

While this funding affords an opportunity to start the cleanup of the Commercial Exchange site, it will in no way provide sufficient means of leaving the parcels ready for future redevelopment. City staff will monitor various future funding opportunities through the state and Environmental Protection Agency as they may become available to continue with the environmental cleanup.

FACILITATE IMPLEMENTATION

Requested action is for City Council to approve the Memorandum of Understanding between the Jackson County Land Bank Authority and the City of Jackson for the City to act as a consultant for the demolition of 140 W North St. Council should also authorize the City Manager to sign the MOU and the City Attorney to make minor modifications as may be needed.

ATTACHMENTS

- 1. MOU

MEMORANDUM OF UNDERSTANDING

This Memorandum of Understanding (“**MOU**”) is made between the Jackson County Land Bank Authority, 120 W. Michigan Avenue, Jackson, Michigan 49201 (“**JCLBA**”) and the City of Jackson, 161 W. Michigan Avenue, Jackson, Michigan 49201 (“**City**”), individually a “**Party**” and collectively the (“**Parties**”).

I. Purpose

The purpose of this MOU is to describe the mutual goals and responsibilities with regard to a cooperative engagement between the City and the JCLBA to undertake the mutually beneficial demolition of the structure located at 140 W. North Street, Jackson, Michigan 49202 which is more fully described as, and collectively referred to herein as the “**Property**”:

LAND OWNED & USED AS ONE PARCEL & DESC AS LOT 4 BLK 6 ALSO ALL OF BLK 7 WHICH LIES E OF A LN DESC AS BEG AT SW CORNER OF LOT 4 BLK 6 TH SLY IN A STRAIGHT LN TO NE CORNER OF EXISTING BOILER HOUSE ATTACHED TO PLANT 1 TH SLY 45.2 FT M/L TO SE CORNER OF SD BOILER HOUSE TH W 3 FT M/L ALG S WALL OF BOILER HOUSE TO COMMON E/W WALL C/L OF PLANTS 1 & 2 TH SLY ALG C/L OF SD WALL AS EXT TO N LN OF NORTH ST WALKER'S ADD

Parcel Nos. 8-245800000 / 8-243900000/ 8-246000000.

II. Structure and Authority

This demolition collaboration between the City and the JCLBA is a product of the Blight Elimination Program (Round 4) Grant Agreement (“**Grant Agreement**”) offered through the State Land Bank Authority (“**SLBA**”) using Federal Coronavirus State and Local Fiscal Recovery Funds (“**SLFRF**”). An award was made by the SLBA to the JCLBA on March 8, 2024. The Grant Agreement allows the JCLBA to use funds for, amongst other ends, the demolition of vacant residential, commercial, or industrial structures.

By this MOU, the JCLBA is engaging the City in the role of a consultant in order to oversee and carry out the successful demolition of the Property. The JCLBA agrees to be responsible for reimbursements under the Grant Agreement, and the City agrees to be responsible for the management and completing demolition of the Property no later than December 31, 2025.

The SLBA utilizes a web portal called CAPGEMS for purposes of uploading documentation, reporting, and requesting reimbursements required by the Grant Agreement. The JCLBA will provide the City access to CAPGEMS for the intended purpose of documenting the demolition work, file reports as required by SLBA, and request reimbursements. The JCLBA will be responsible for approving such reports and reimbursement requests as needed.

III. Access to Property

The City, by rights provided in a certain March 28, 2024 Decision and Order of the City of Jackson Building Code Board of Examiners and Appeals, has the lawful authority to access the Property for the purpose of demolishing the building. The City hereby extends such access, authority, and control to the JCLBA as may be necessary for the demolition of the Property and for the same purposes as the City as part of its collaboration with the JCLBA and in order to complete all eligible activities contemplated under this MOU.

IV. MOU Term

This MOU shall be in effect from February 22, 2024, through December 31, 2026, or until completion of payment and close out of the MOU by the responsible Parties, unless mutually amended or terminated by either Party in accordance with the terms below.

V. Amendments

This MOU may be amended only with the written consent of both Parties.

VI. Termination for Cause

- A. This MOU may be terminated by the JCLBA, for among other things, as follows:
 1. Upon 30 days written notice to the City :
 - a. if the City fails to comply with any of the material terms and conditions of this MOU, or with the requirements of the authorizing legislation, or other applicable law or rules;
 - b. if the City knowingly and willingly presents false information to the JCLBA for the purpose of obtaining this MOU or any payment under this MOU;
 - c. if the JCLBA finds that the City, or any of the City's agents or representatives, offered or gave gratuities, favors, or gifts of monetary value to any official, employee, or agent of the JCLBA in an attempt to secure a subcontract or favorable treatment in awarding, amending, or making any determinations related to the performance of this MOU;
 - d. during the 30-day written notice period, the JCLBA shall also withhold payment for any findings under subparagraphs a-c, above;
 - e. if the City or any contractor, subcontractor, manufacturer, or supplier of the City appears in the register of persons engaging in unfair labor practices that is compiled by the Michigan Department of Licensing and Regulatory Affairs ("**LARA**") or its successor; or
 - f. if the City fails to cure a breach within the time period specified in a notice of breach provided by the JCLBA.
 2. Immediately and without further liability to the JCLBA if the City , or any agent of the City, or any agent of any contractor or subcontractor is:
 - a. convicted of a criminal offense incident to the application for or performance of a federal, state, public, or private contract or subcontract;

- b. convicted of a criminal offense, including but not limited to any of the following: embezzlement, theft, forgery, bribery, falsification or destruction of records, receiving stolen property, or attempting to influence a public employee to breach the ethical conduct standards for State of Michigan employees;
 - c. convicted under state or federal antitrust statutes;
 - d. convicted of any other criminal offense that, in the sole discretion of the JCLBA, reflects on the City's business integrity; or
 - e. is added to the federal or state Suspension and Debarment list.
- B. If the MOU is terminated, or if the City is required to repay to the federal or state government all or a portion of the grant due to the City's failure to comply with all of this MOU's terms and conditions (including any and all federal requirements), then the JCLBA reserves the right to require the City to repay all or a portion of the Program Funds received under this MOU.
- C. The City must pay all reasonable costs incurred by the Land Bank in terminating this MOU for cause, including administrative costs, attorneys' fees and court costs, and any additional costs the JCLBA incurs.
- D. If the JCLBA terminates this MOU for cause and it is determined, for any reason, that the City was not in breach of the MOU, the termination will be deemed to have been a termination under Section VI, Termination for Convenience, effective as of the same date, and the rights and obligations of the parties will be limited to those provided in that Section.

VII. Termination for Convenience

The JCLBA may fully or partially terminate this MOU for its convenience, for any reason or no reason, if the JCLBA determines that a termination is in the JCLBA's best interest. Reasons for the termination are within the sole discretion of the JCLBA and may include: (a) the JCLBA no longer needs the activities or deliverables specified in this MOU; (b) a relocation of office, program changes, or changes in laws, rules, or regulations make the deliverable(s) no longer practical or feasible for the JCLBA; (c) unacceptable prices for MOU changes; (d) falsification or misrepresentation, by inclusion or non-inclusion, of information material to a response to any RFP issued by the JCLBA; or (e) termination of the Grant Agreement between the SLBA and the JCLBA. The JCLBA may terminate this MOU for its convenience by giving City notice at least ninety (90) days before the date of termination. If the JCLBA chooses to terminate this MOU in part, any charges payable to the City must be equitably adjusted to reflect those deliverable(s) that are terminated.

VIII. Responsibilities of Parties

- A. The JCLBA agrees to provide reimbursement to the City in the amount of the actual final cost for the demolition of the Property in an amount not to exceed three million and 00/100 dollars (\$3,000,000.00).
- B. The City agrees to:

1. Secure bids for the work in accordance with the City and JCLBA's procurement processes;
2. Select a responsive, responsible, and insured demolition contractor who will contract with the JCLBA;
3. Ensure the agreement with the demolition contractor requires any pre-demolition testing, if needed, to determine if any abatement is required before demolition and payment and performance bonds;
4. Ensure the timely completion of the work payment of the demolition contractor in accordance with the timeline provided by the City;
5. Submit a final reimbursement request to the JCLBA no later than September 1, 2026;
6. Maintain compliance, for itself and for all contractors, with all applicable laws, regulations, and reporting requirements, including, but not limited to those contained in this MOU and the Grant Agreement between the SLBA and the JCLBA; and
7. Be responsible for any costs exceeding the MOU amount.

IX. Compensation

- A. The JCLBA will reimburse the City a total amount not to exceed the amount specified in this MOU, and only for eligible and timely expenses incurred for this project. All other costs necessary to complete the project are the sole responsibility of the City. Unless and until JCLBA receives all required, requested and necessary documents from City, it shall not be liable for any payments to City.
- B. Unless otherwise agreed to in writing, expenses incurred by the City prior to or after the effective dates of this MOU are not allowed.
- C. The JCLBA will approve payment requests after approval of reports and related documentation as required under this MOU.
- D. The JCLBA reserves the right to request additional information necessary to substantiate payment requests.
- E. Final payment will be withheld by the JCLBA until the project is completed in accordance with Closeout, as detailed below.

X. Closeout

- A. A determination of project completion, which may include a site inspection and an audit, shall be made by the JCLBA after the City has satisfactorily completed the activities and deliverables described in this MOU.
- B. Upon issuance of final payment from the JCLBA, the City releases the JCLBA of all claims against the JCLBA arising under this MOU. Unless otherwise provided in this MOU or by law, final payment under this MOU shall not constitute a waiver of the JCLBA claims against the City.
- C. The City shall immediately refund to the JCLBA any payments in excess of the costs allowed by this MOU.

XI. Non-Discrimination and Compliance with Applicable Laws.

- A. The City acknowledges that through this MOU it is a recipient of a SLFRF Subaward as defined by 2 CFR § 200.1 and 2 CFR § 200.331 and is bound by all requirements of such Subaward as required by United States Treasury, which may be updated from time to time, including, but not limited to, the requirements set forth in Exhibit A – Compliance Requirements.
- B. As a result, the City will require that all subcontractors comply with all applicable laws, regulations, and reporting requirements, including, but not limited to those contained in the Grant Agreement between the SLBA and the JCLBA. These include, but are not limited to federal and state laws, and rules and regulations prohibiting discrimination such as the Elliot Larsen Civil Rights Act of 1976, PA 453 and the Michigan Persons with Disabilities Civil Rights Act of 1976, PA 220, as amended.
- C. All of the City’s vendors and contractors must be verified for their debarment status and that they possess the necessary licenses and certifications for the work to be performed. The City must retain a copy of these verifications.

XII. Disputes

The JCLBA and the City shall follow a mutually agreed upon dispute resolution process. Processes will include an initial informal discussion of the dispute and solutions for resolution. If the dispute cannot be resolved after an informal discussion, then a formal meeting between the parties will be held to resolve the dispute, which may include, if agreed to by the Parties, a third-party facilitative mediator.

XIII. Miscellaneous Provisions

A. Notices

All notices and other communications permitted or required under this MOU shall be in writing and shall be deemed effective when given and delivered by personal delivery, email delivery (return receipt requested) at the addresses below, or twenty-four hours after delivery to a courier service which guarantees overnight delivery, or five (5) days after deposit with the U.S. Post Office, by registered or certified mail, postage prepaid. The following individuals are identified as the contact representative of each Party:

Jackson County Land Bank Authority

c/o Karen Coffman
120 W Michigan Avenue
Jackson, MI 49201
kcoffman@mijackson.org

City of Jackson Department of Community Development

c/o Michelle Pultz-Orthaus
Records Manager
161 W. Michigan Avenue, 3rd Floor

Jackson, MI 49201
mpultz@cityofjackson.org

B. Severability

If any part of this MOU is held to be invalid or unenforceable, the remaining provisions shall be enforceable to the maximum extent permitted by law; provided, however, that such remaining provisions effectuate fully the intent of the Parties as manifested herein.

C. Governing Law

This MOU is governed by the laws of the State of Michigan. The Parties agree to submit any disputes to the venues and jurisdiction of the State Courts in Jackson County, State of Michigan.

D. Assignment and Subcontracting

The City shall not assign this MOU or assign or delegate any of its duties or obligations under this MOU to any other party without the prior written consent of the JCLBA. The JCLBA does not assume responsibility regarding the contractual relationships between the City and any subcontractor. All subcontracts shall require the subcontractor to comply with any and all applicable federal, state, and local laws, regulations and ordinances. Subcontractors must be procured through a competitive procurement process that complies with City procurement policies, such policies to be no less stringent than the JCLBA's own policies.

E. Audit and Access to Records

The JCLBA reserves the right to conduct a programmatic and financial audit of any project, and the JCLBA may withhold payment until the audit is satisfactorily completed. The City is required to maintain all pertinent records and evidence pertaining to this MOU, in accordance with generally accepted accounting principles and any other procedures specified by the JCLBA. The financial and accounting records associated with this MOU shall be made available to the JCLBA and/or its designee, upon request, during the terms of this MOU and any extension of this MOU until at least December 31, 2031. The City will provide proper facilities for such access and inspection.

F. Insurance

The City shall require all contractors and subcontractors providing activities or services to be reimbursed under this MOU to carry, and show proof of coverage, of comprehensive general liability, automobile and workman's compensation insurance at levels consistent with City's contracting policies and contracts. A property owner shall carry, and show proof of, property coverage consistent with 2 CFR 200.310 as soon as the property is insurable.

G. Other Sources of Funding

The City guarantees that any claims made to the JCLBA under this MOU must not be financed by any source other than the JCLBA under the terms of this MOU. If funding is received through any

other source, the City agrees to delete from City's billings, or to immediately refund to the JCLBA, the total amount representing such duplication of funding.

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The persons signing this MOU certify by their signatures, that this MOU has been authorized by said Parties and they are duly authorized to sign this MOU on behalf of said Parties.

CITY OF JACKSON

**JACKSON COUNTY LAND BANK
AUTHORITY**

By: Jonathan Greene
Its: City Manager

By: _____
Its: _____

Date

Date

APPENDIX A – COMPLIANCE REQUIREMENTS

I. Applicability of Federal Requirements

The attached MOU relates to a program and project that is being funded by the United States of America through the State of Michigan (“**State**”) under the Coronavirus State and Local Fiscal Recovery Funds Program to respond to and promote an equitable recovery from the COVID-19 pandemic. The Program was promulgated under Section 602(b) of the Social Security Act (42 U.S.C. § 801 et seq.), as added by section 9901 of the American Rescue Plan Act, Pub. L. No. 117-2 (March 11, 2021) (“**SLFRF**”). SLFRF and the United States Department of the Treasury (“**Treasury**”) mandate that the following provisions are to be included in this Agreement to ensure that the use of these federal funds complies with SLFRF, Treasury’s Final Rule at 31 C.F.R. Part 35 (January 6, 2022), Treasury’s Overview of the Final Rule (January 2022), and Treasury Guidance on Recipient Compliance and Reporting Responsibilities Version 5.1 (June 6, 2023).

This Appendix contains many of the State and Land Bank’s obligations as a Recipient of SLFRF funds and, therefore, requirements that you, as a Subrecipient or Subcontractor of a SLFRF Subaward as defined by 2 CFR § 200.1 and 2 CFR §200.331, must follow. As a condition of your receipt and use of SLFRF funds, you understand and agree to be bound by, to comply with, and to cooperate with the State and Land Bank to enable their compliance with, all applicable local, state, and federal laws and the terms of this Appendix and any attached Schedule(s).

Definitions. Capitalized terms not elsewhere defined in this Appendix shall have the meanings set forth below:

- *Appendix* means this Appendix of additional terms that are part of the Grant Agreement.
- *Award or Federal Award*, capitalized and lower-case, means the SLFRF funds awarded to the State of Michigan by Treasury and Subawarded to the Land Bank.
- *Agreement* means the Grant Agreement between the Land Bank and the JCLBA which is funded by a SLFRF Subaward.
- *Recipient*, capitalized and lower-case, means the State of Michigan, as a recipient of a SLFRF Award from Treasury.
- *State* means the State of Michigan.
- *Subaward* means the State’s SLFRF Subaward to the Land Bank.
- *Subrecipient* means the Land Bank, JCLBA and/or the City, depending on the context and each of the respective subcontractors.
- *You* and *Your* means the City and/or JCLBA subject to the attached MOU and this Addendum.

II. Terms and Conditions of the Federal Award

The Award Terms and Conditions of the SLFRF financial assistance agreement sets forth the compliance obligations for recipients pursuant to the SLFRF statute, the Uniform Guidance, Treasury’s final rule, and applicable federal laws and regulations. Recipients and Subrecipients should ensure they remain in compliance with all Award Terms and Conditions. These obligations include the following items in addition to those described above:

1. **SAM.gov Requirements.** All eligible Recipients and Subrecipients are required to have an active registration with the System for Award Management (“SAM”) (<https://www.sam.gov>) pursuant to 2 CFR Part 25.
2. **Recordkeeping Requirements.** Generally, your organization must maintain records and financial documents until at least December 31, 2031. Treasury may request transfer of records of long-term value at the end of such period. Wherever practicable, such records should be collected, transmitted, and stored in open and machine-readable formats. Your organization must agree to provide or make available such records to Treasury upon request, and to the Government Accountability Office (“GAO”), Treasury’s Office of Inspector General (“OIG”), and their authorized representative in order to conduct audits or other investigations.
3. **Single Audit Requirements.** Recipients and Subrecipients that expend more than \$750,000 in Federal awards during their fiscal year will be subject to an audit under the Single Audit Act and its implementing regulation at 2 CFR Part 200, Subpart F regarding audit requirements. For-profit entities that receive SLFRF subawards are not subject to Single Audit requirements. However, they are subject to other audits as deemed necessary by authorized governmental entities, including Treasury and Treasury’s OIG. Note that the Compliance Supplement provides information on the existing, important compliance requirements that the federal government expects to be considered as a part of such audit. The Compliance Supplement is routinely updated and is made available in the Federal Register and on OMB’s website: <https://www.whitehouse.gov/omb/office-federal-financial-management> Recipients and Subrecipients should consult the Federal Audit Clearinghouse to see examples of Single Audit submissions. Auditees must follow the Responsibilities listed at 2 CFR 200.508.
4. **Civil Rights Compliance.** Recipients and Subrecipients of Federal financial assistance from the Treasury are required to meet legal requirements relating to nondiscrimination and nondiscriminatory use of Federal funds. Those requirements include ensuring that entities receiving Federal financial assistance from the Treasury do not deny benefits or services, or otherwise discriminate on the basis of race, color, national origin (including limited English proficiency), disability, age, or sex (including sexual orientation and gender identity), in accordance with the following authorities: Title VI of the Civil Rights Act of 1964 (Title VI) Public Law 88-352, 42 U.S.C. 2000d-1 et seq., and the Department’s implementing regulations, 31 CFR part 22; Section 504 of the Rehabilitation Act of 1973 (Section 504), Public Law 93-112, as amended by Public Law 93-516, 29 U.S.C. 794; Title IX of the Education Amendments of 1972 (Title IX), 20 U.S.C. 1681 et seq., and the

Department's implementing regulations, 31 CFR part 28; Age Discrimination Act of 1975, Public Law 94-135, 42 U.S.C. 6101 et seq., and the Department implementing regulations at 31 CFR part 23. In order to carry out its enforcement responsibilities under Title VI of the Civil Rights Act, Treasury will collect and review information from non-Tribal recipients to ascertain their compliance with the applicable requirements before and after providing financial assistance. Treasury's implementing regulations, 31 CFR part 22, and the Department of Justice regulations, Coordination of Non-discrimination in Federally Assisted Programs, 28 CFR part 42, provide for the collection of data and information from recipients (see 28 CFR 42.406). Treasury may request that Recipients and Subrecipients submit data for post-award compliance reviews, including information such as a narrative describing their Title VI compliance status.

III. Eligible Uses of the Federal Award and Mandatory Financial and Performance Reporting

Treasury has established the following requirements for all uses of SLFRF funds for the project to which this Agreement pertains.

- 1. Eligible Costs Timeframe.** As determined by the SLBA, Recipients and Subrecipients may use SLFRF funds to cover eligible costs that your organization incurred during the period that begins on the Agreement Start Date, and ends on the Agreement End Date, but only to the extent that the disbursed Program Funds for the obligations incurred are actually spent by the Agreement End Date. Costs for projects incurred prior to the Agreement Start Date are not eligible. Any Program Funds not obligated or expended for eligible uses by the timelines above must be returned to Treasury, including any unobligated or unexpended Program Funds that have been provided to Subrecipients and contractors as part of the award closeout process pursuant to 2 C.F.R. 200.344(d). For the purposes of determining expenditure eligibility, Treasury's final rule provides that "incurred" means the recipient has incurred an obligation, which has the same meaning given to "financial obligation" in 2 CFR 200.1.
- 2. Statutory Eligible Uses.** SLFRF funds must be used on a project or projects that meet one of three statutory categories, including, for purposes of the Agreement, to respond to the COVID-19 public health emergency or its negative economic impacts. Treasury adopted an Interim Final Rule in May 2021 and the Final Rule on January 6, 2022, to implement these eligible use categories and other restrictions on the use of Program Funds under the SLFRF program. The eligibility, reporting, and other requirements set forth in this Appendix are subject to review, revision, and amendment as required by Treasury in any future Congressional or Treasury rule, regulation, guidance, overview, or other initiative affecting these requirements.
- 3. Uniform Guidance.** Under the Final Rule issued by the U.S. Department of the Treasury at: <https://home.treasury.gov/system/files/136/SLFRF-Final-Rule-FAQ.pdf>, SLFRF awards are subject to the requirements set forth in the Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards, ("**Uniform Guidance**"). All reimbursements requested under this program should be accounted for

with supporting documentation. Eligible applicants should maintain documentation evidencing that the Program Funds were expended in accordance with federal, state, and local regulations. In accordance with the Uniform Guidance, Program Funds received under this program shall be included on the Schedule of Expenditures of Federal Awards (“SEFA”) and included within the scope of the eligible applicant’s Single Audit.

- 4. Prohibited uses.** Prohibited uses of SLFRF funds include but are not limited to:
 - a. A general infrastructure project that does not respond to a negative economic impact of the COVID-19 pandemic.
 - b. Deposits into a pension fund.
 - c. Non-Federal cost share or match.
 - d. To service debt, satisfy a judgment or settlement, or contribute to a “rainy day” fund.
 - e. A program, service, or capital expenditure that includes a term or condition that undermines efforts to stop the spread of COVID-19 or that imposes conditions on participation or acceptance of the service that would undermine efforts to stop the spread of COVID-19 or discourage compliance with recommendations and guidelines in CDC guidance for stopping the spread of COVID-19.
 - f. Expenditures that violate the conflict of interest requirements in the OMB’s Uniform Guidance including any self-dealing or violation of ethics rules. Recipients must establish policies and procedures to manage potential conflicts of interest.
 - g. Expenses that will be or have been reimbursed by another federal program.
 - h. Expenses related to research and development (R&D).
- 5. Termination/Recovery of Program Funds.** Treasury requires any Program Funds received under the Agreement, this Appendix, and any attached Schedule(s) that are expended in a manner that fails to comply with SLFRF and all other applicable laws to be returned to the Department of the Treasury. The Land Bank reserves the right to monitor the Subrecipient and take such corrective action for noncompliance as it deems necessary and appropriate, including but not limited to, termination of the Agreement and return of Program Funds previously provided thereunder.
- 6. Protected Personally Identifiable Information and the Privacy Act.** Under the Uniform Guidance (including but not limited to §§ 200.303, 338) and the Privacy Act of 1974 (5 U.S.C. § 552a), grant Recipients and Subrecipients must take reasonable measures to safeguard protected personally identifiable information and other information the US Department of Treasury or State of Michigan designates as sensitive or the recipient considers sensitive consistent with applicable Federal, State, local, and tribal laws regarding privacy and responsibility over confidentiality.
- 7. Expenditure Category.** Permissible uses of SLFRF funds must fall under at least one of Treasury’s “Expenditure Categories.” Each project, including the project to which the Agreement pertains, is assigned one Expenditure Category.

- 8. Reporting.** Treasury requires You, the Land Banks, and the State to file reports detailing Your use of SLFRF funds. Reports will be filed quarterly and annually through the life of the project and after completion. Expenditures may be reported on a cash or accrual basis, as long as the methodology is disclosed and consistently applied. Reporting must be consistent with the definition of expenditures pursuant to 2 C.F.R. 200.1. Your organization should appropriately maintain accounting records for completing and reporting accurate, compliance financial data, in accordance with appropriate accounting standards and principles. Your cooperation is essential to the all parties' ability to meet their SLFRF reporting requirements to Treasury. Your receipt of the SLFRF funds to which the Agreement pertains is conditioned on your compilation, maintenance, provision, and reporting of detailed accounting records and other necessary information to facilitate the reporting of accurate, compliant data and descriptions in accordance with appropriate accounting standards and principles. Treasury requires the State to submit two kinds of reports detailing Subrecipients' use of SLFRF funds: A quarterly **Project and Expenditure Report**; and an annual **Recovery Plan Performance Report**.
- 9. The City, on behalf of JCLBA as a recipient of a SLFRF award, agrees to meet the following applicable reporting requirements under this Subsection and all applicable laws and regulations.**

- a. **The Quarterly Project and Expenditure Report** is filed on a quarterly basis and reports on projects funded, expenditures, and contracts and subawards over \$50,000. The reporting threshold is based on the total award amount allocated by Treasury under the SLFRF program, not the funds received as of the time of reporting. Each Quarterly Project and Expenditure Report will cover one calendar quarter and must be submitted to Treasury within 30 calendar days after the end of each calendar quarter. Quarterly Project and Expenditure Reports are not due concurrently with Annual Project and Expenditure Reports discussed below. The following Table summarizes the Project and Expenditure Report timelines for the State.

b.

	YEAR	QUARTER	PERIOD COVERED	DUE DATE
1	2023	3	JULY 1 - SEPTEMBER 30	OCTOBER 31, 2023
2	2023	4	OCTOBER 1 - DECEMBER 31	JANUARY 31, 2024
3	2024	1	JANUARY 1 - MARCH 31	APRIL 30, 2024
4	2024	2	APRIL 1 - JUNE 30	JULY 31, 2024
5	2024	3	JULY 1 - SEPTEMBER 30	OCTOBER 31, 2024
6	2024	4	OCTOBER 1 - DECEMBER 31	JANUARY 31, 2025
7	2025	1	JANUARY 1 - MARCH 31	APRIL 30, 2025
9	2025	2	APRIL 1 - JUNE 30	JULY 31, 2025
10	2025	3	JULY 1 - SEPTEMBER 30	OCTOBER 31, 2025
11	2025	4	OCTOBER 1 - DECEMBER 31	JANUARY 31, 2026
12	2026	1	JANUARY 1 - MARCH 31	APRIL 30, 2026
13	2026	2	APRIL 1 - JUNE 30	JULY 31, 2026
14	2026	3	JULY 1 - SEPTEMBER 30	OCTOBER 31, 2026

15	2026	4	OCTOBER 1 - DECEMBER 31	MARCH 31, 2027
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The following must be included in each Quarterly Project and Expenditure Report:

Projects. Provide information on each SLFRF funded project. “Projects” are new or existing eligible government services or investments funded in whole or in part by SLFRF funding. For each project: name, identification number (created by the State), Expenditure Category, description, and status of completion. The description must be 50-250 words and include sufficient detail to provide understanding of the major activities that will occur. Projects should be defined to include only closely related activities directed toward a common purpose. The State will use the Required Programmatic Data described below and define projects at a sufficient level of granularity to report these metrics for a reasonably specific activity or set of activities in each project.

Projects should be scoped to align to a single Expenditure Category. For select Expenditure Categories, the State will also be asked to provide additional programmatic data (described further below).

Obligations and Expenditures. Report on the project’s obligations and expenditures including:

- Current period obligation
- Current period expenditure
- Cumulative obligation
- Cumulative expenditure

Project Status. Report on project status each reporting period, in four categories:

- Not Started
- Completed 50 percent or more
- Completed less than 50 percent
- Completed
-

Program Income. Report the program income earned and expended to cover eligible project costs, if applicable.

Subawards, Subawards, Contracts, Grants, Loans, Transfers, and Direct Payments. The State must also provide detailed obligation and expenditure information for any contracts and grants awarded, loans issued, transfers made to other government entities, and direct payments made by the Recipient or Subrecipient that are greater than \$50,000.

In general, the State will be asked to provide the following information for each Grant Agreement, Contract, Grant, Loan, Transfer, or Direct Payment greater than or equal to \$50,000:

- Subrecipient identifying and demographic information (e.g., UEI number, location)
- Award number (e.g., Award number, Contract number, Loan number)
- Award date, type, amount, and description
- Award payment method (reimbursable or lump sum payment(s))
- For loans, expiration date (date when loan expected to be paid in full)

- Primary place of performance
- Related project name(s)
- Related project identification number(s) (created by the State)
- Period of performance start date
- Period of performance end date
- Quarterly obligation amount
- Quarterly expenditure amount
- Project(s)
- Additional programmatic performance indicators for select Expenditure Categories (see below)

Aggregate reporting is required for all contracts, grants, transfers, loans, direct payments, and payments to individuals that are below \$50,000. This information will be accounted for by Expenditure Category at the project level.

As required by the 2 CFR Part 170, Appendix A award term regarding reporting subaward and executive compensation, the State must also report the names and total compensation of its five most highly compensated executives and their Subrecipients' executives for the preceding completed fiscal year if: (1) the recipient received 80 percent or more of its annual gross revenues from Federal procurement contracts (and subcontracts) and Federal financial assistance subject to the Transparency Act, as defined at 2 CFR 170.320 (and subawards), and received \$25,000,000 or more in annual gross revenues from Federal procurement contracts (and subcontracts) and Federal financial assistance subject to the Transparency Act (and subawards), and (2) if the information is not otherwise public. In general, most SLFRF recipients are governmental entities with executive salaries that are already disclosed, so no additional information must be reported.

All Subrecipients must register and maintain an updated profile on SAM.gov. The Subrecipient shall provide its SAM.gov number to the Land Bank.

Civil Rights Compliance. Treasury will request information on recipients' compliance with Title VI of the Civil Rights Act of 1964, as applicable, on an annual basis. This information may include a narrative describing the recipient's compliance with Title VI, along with other questions and assurances.

IV. General Provisions Required for all Federal Awards (2 CFR Pt. 200 Appdx. II)

1. Contracts and grant agreements for more than the simplified acquisition threshold, which is the inflation adjusted amount determined by the Civilian Agency Acquisition Council and the Defense Acquisition Regulations Council (Councils) as authorized by 41 U.S.C. 1908, must address administrative, contractual, or legal remedies in instances where contractors violate or breach contract terms, and provide for such sanctions and penalties as appropriate.
2. All contracts in excess of \$10,000 must address termination for cause and for convenience by the non-Federal entity including the manner by which it will be effected and the basis for settlement.

3. Equal Employment Opportunity. Except as otherwise provided under 41 CFR Part 60, all contracts that meet the definition of “federally assisted construction contract” in 41 CFR Part 60–1.3 must include the equal opportunity clause provided under 41 CFR 60–1.4(b), in accordance with Executive Order 11246, “Equal Employment Opportunity” (30 FR 12319, 12935, 3 CFR Part, 1964–1965 Comp., p. 339), as amended by Executive Order 11375, “Amending Executive Order 11246 Relating to Equal Employment Opportunity,” and implementing regulations at 41 CFR part 60, “Office of Federal Contract Compliance Programs, Equal Employment Opportunity, Department of Labor.”
4. Davis–Bacon Act, as amended (40 U.S.C. 3141–3148). When required by Federal program legislation, all prime construction contracts in excess of \$2,000 awarded by non– Federal entities must include a provision for compliance with the Davis–Bacon Act (40 U.S.C. 3141–3144, and 3146–3148) as supplemented by Department of Labor regulations (29 CFR Part 5, “Labor Standards Provisions Applicable to Contracts Covering Federally Financed and Assisted Construction”). In accordance with the statute, contractors must be required to pay wages to laborers and mechanics at a rate not less than the prevailing wages specified in a wage determination made by the Secretary of Labor. In addition, contractors must be required to pay wages not less than once a week. The non–Federal entity must place a copy of the current prevailing wage determination issued by the Department of Labor in each solicitation. The decision to award a contract or subcontract must be conditioned upon the acceptance of the wage determination. The non–Federal entity must report all suspected or reported violations to the Federal awarding agency. The contracts must also include a provision for compliance with the Copeland “Anti– Kickback” Act (40 U.S.C. 3145), as supplemented by Department of Labor regulations (29 CFR Part 3, “Contractors and Subcontractors on Public Building or Public Work Financed in Whole or in Part by Loans or Grants from the United States”). The Act provides that each contractor or Subrecipient must be prohibited from inducing, by any means, any person employed in the construction, completion, or repair of public work, to give up any part of the compensation to which he or she is otherwise entitled. The non–Federal entity must report all suspected or reported violations to the Federal awarding agency.
5. Contract Work Hours and Safety Standards Act (40 U.S.C. 3701–3708). Where applicable, all contracts awarded by the non–Federal entity in excess of \$100,000 that involve the employment of mechanics or laborers must include a provision for compliance with 40 U.S.C. 3702 and 3704, as supplemented by Department of Labor regulations (29 CFR Part 5). Under 40 U.S.C. 3702 of the Act, each contractor must be required to compute the wages of every mechanic and laborer on the basis of a standard work week of 40 hours. Work in excess of the standard work week is permissible provided that the worker is compensated at a rate of not less than one and a half times the basic rate of pay for all hours worked in excess of 40 hours in the work week. The requirements of 40 U.S.C. 3704 are applicable to construction work and provide that no laborer or mechanic must be required to work in surroundings or under working conditions which are unsanitary, hazardous, or dangerous. These requirements do not apply to the purchases of supplies or materials or articles ordinarily available on the open market, or contracts for transportation or transmission of intelligence.

6. Rights to Inventions Made Under a Contract or Grant Agreement. If the Federal award meets the definition of “funding agreement” under 37 CFR § 401.2 (a) and the recipient or Subrecipient wishes to enter into a contract with a small business firm or nonprofit organization regarding the substitution of parties, assignment or performance of experimental, developmental, or research work under that “funding agreement,” the recipient or Subrecipient must comply with the requirements of 37 CFR Part 401, “Rights to Inventions Made by Nonprofit Organizations and Small Business Firms Under Government Grants, Contracts and Cooperative Agreements,” and any implementing regulations issued by the awarding agency.
7. Clean Air Act (42 U.S.C. 7401–7671q.) and the Federal Water Pollution Control Act (33 U.S.C. 1251–1387) as amended. Contracts, grant agreements, and subgrants of amounts in excess of \$150,000 must contain a provision that requires the non–Federal award to agree to comply with all applicable standards, orders or regulations issued pursuant to the Clean Air Act (42 U.S.C. 7401–7671q) and the Federal Water Pollution Control Act as amended (33 U.S.C. 1251–1387). Violations must be reported to the Federal awarding agency and the Regional Office of the Environmental Protection Agency (EPA).
8. Debarment and Suspension (Executive Orders 12549 and 12689). A contract or grant award (see 2 CFR 180.220) must not be made to parties listed on the governmentwide exclusions in the System for Award Management, in accordance with the OMB guidelines at 2 CFR 180 that implement Executive Orders 12549 (3 CFR part 1986 Comp., p. 189) and 12689 (3 CFR part 1989 Comp., p. 235), “Debarment and Suspension.” SAM Exclusions contains the names of parties debarred, suspended, or otherwise excluded by agencies, as well as parties declared ineligible under statutory or regulatory authority other than Executive Order 12549.
9. Byrd Anti–Lobbying Amendment (31 U.S.C. 1352). Contractors that apply or bid for an award exceeding \$100,000 must file the required certification. Each tier certifies to the tier above that it will not and has not used Federal appropriated funds to pay any person or organization for influencing or attempting to influence an officer or employee of any agency, a member of Congress, officer or employee of Congress, or an employee of a member of Congress in connection with obtaining any Federal contract, grant or any other award covered by 31 U.S.C. 1352. Each tier must also disclose any lobbying with non–Federal funds that takes place in connection with obtaining any Federal award. Such disclosures are forwarded from tier to tier up to the non–Federal award.
10. Procurement of recovered materials (2 CFR § 200.323). A non–Federal entity that is a state agency or agency of a political subdivision of a state and its contractors must comply with section 6002 of the Solid Waste Disposal Act, as amended by the Resource Conservation and Recovery Act. The requirements of Section 6002 include procuring only items designated in guidelines of the Environmental Protection Agency (“EPA”) at 40 CFR part 247 that contain the highest percentage of recovered materials practicable, consistent with maintaining a satisfactory level of competition, where the purchase price of the item exceeds \$10,000 or the value of the quantity acquired during the preceding fiscal year exceeded \$10,000; procuring solid waste management services in a manner that maximizes

energy and resource recovery; and establishing an affirmative procurement program for procurement of recovered materials identified in the EPA guidelines.

11. Prohibition on certain telecommunications and video surveillance services or equipment (2 CFR § 200.216).

- a. Recipients and Subrecipients are prohibited from obligating or expending loan or grant Program Funds to:
 - i. Procure or obtain;
 - ii. Extend or renew a contract to procure or obtain; or
 - iii. Enter into a contract (or extend or renew a contract) to procure or obtain equipment, services, or systems that uses covered telecommunications equipment or services as a substantial or essential component of any system, or as critical technology as part of any system. As described in Public Law 115–232, section 889, covered telecommunications equipment is telecommunications equipment produced by Huawei Technologies Company or ZTE Corporation (or any subsidiary or affiliate of such entities).
- b. For the purpose of public safety, security of government facilities, physical security surveillance of critical infrastructure, and other national security purposes, video surveillance and telecommunications equipment produced by Hytera Communications Corporation, Hangzhou Hikvision Digital Technology Company, or Dahua Technology Company (or any subsidiary or affiliate of such entities).
- c. Telecommunications or video surveillance services provided by such entities or using such equipment.
- d. Telecommunications or video surveillance equipment or services produced or provided by an entity that the Secretary of Defense, in consultation with the Director of the National Intelligence or the Director of the Federal Bureau of Investigation, reasonably believes to be an entity owned or controlled by, or otherwise connected to, the government of a covered foreign country.
- e. In implementing the prohibition under Public Law 115–232, section 889, subsection (f), paragraph (1), heads of executive agencies administering loan, grant, or subsidy programs shall prioritize available funding and technical support to assist affected businesses, institutions and organizations as is reasonably necessary for those affected entities to transition from covered communications equipment and services, to procure replacement equipment and services, and to ensure that communications service to users and customers is sustained.
- f. See Public Law 115–232, section 889 for additional information.
- g. See also § 200.471.

12. Domestic preferences for procurements (§ 200.322).

- a. As appropriate and to the extent consistent with law, the non–Federal entity should, to the greatest extent practicable under a Federal award, provide a preference for the purchase, acquisition, or use of goods, products, or materials produced in the United States (including but not limited to iron, aluminum, steel, cement, and other manufactured products). The requirements of this section must be included in all

subawards including all contracts and purchase orders for work or products under this award.

- b. For purposes of this section:
 - i. “Produced in the United States” means, for iron and steel products, that all manufacturing processes, from the initial melting stage through the application of coatings, occurred in the United States.
 - ii. “Manufactured products” means items and construction materials composed in whole or in part of non-ferrous metals such as aluminum; plastics and polymer-based products such as polyvinyl chloride pipe; aggregates such as concrete; glass, including optical fiber; and lumber.
13. Debarment and Suspension. By signing this Contract, the City certifies to the best of its knowledge and belief that it, its agents, elected officials or employees, and its contractor(s), subcontractor(s), and others:
- a. Are not presently debarred, suspended, proposed for debarment, and declared ineligible or voluntarily excluded from covered transactions by any federal department or the State.
 - b. Have not within a five-year period preceding this Contract been convicted of or had a civil judgment rendered against them for commission of fraud or a criminal offense in connection with obtaining, attempting to obtain, or performing a public (federal, SLBA, or local) transaction or contract under a public transaction, as defined in 45 CFR 1185; violation of federal or State antitrust statutes or commission of embezzlement, theft, forgery, bribery, falsification or destruction of records, making false statements, or receiving stolen property.
 - c. Are not presently indicted or otherwise criminally or civilly charged by a government entity (federal, State, or local) with commission of any of the offenses enumerated in subsection (b).
 - d. Have not within a five-year period preceding this Contract had one or more public transactions (federal, State, or local) terminated for cause or default.
 - e. Will comply with all applicable requirements of all other State or federal laws, executive orders, regulations, and policies governing this program.



MEMO TO: Mayor and City Councilmembers

FROM: Jonathan Greene, City Manager

DATE: May 28, 2024

SUBJECT: Request to Adopt a Resolution to Apply for Shared Streets and Spaces Grant -
Mechanic Street from Glick Hwy to Trail Street

Recommendation:

Adopt a Resolution of Support to file an application for the Michigan Department of Transportation Fiscal Year 2024 Shared Streets and Spaces Grant Program.

Attached is a report and resolution from Jon Dowling, City Engineer, requesting adoption for the Grant outlined above and in the attached report.

I recommend adoption of the resolution. Your consideration and concurrence is appreciated.



DEPARTMENTAL REPORT

MEMO TO: Jonathan Greene, City Manager

FROM: Jon Dowling, Engineer

DATE: May 28, 2024

RECOMMENDATION: Adopt a Resolution of Support to file an application for the Michigan Department of Transportation Fiscal Year 2024 Shared Streets and Spaces Grant Program.

ISSUE STATEMENT

The City of Jackson has been working to build the Martin Luther King Jr Equality Trail throughout the City. This trail is also part of the State IronBelle Trail system. The Michigan Department of Transportation has a call for Shared Streets and Spaces Grant (SSSG) Program projects for fiscal year 2024. The City needs to apply for the grant for trail improvements on the west side of Mechanic Street from Glick Highway to Trail Street.

DESCRIBE THE CONSEQUENCES

If no work is performed at this time, the trail system will continue to have gaps and will not be complete in the City.

The estimated engineering costs for the project to construct the trail on the west side of Mechanic Street from Glick Highway to Washington Street is \$277,605, with a SSSG grant amount of \$200,000. The City's share of the estimated construction cost is \$77,605. The City cost will be paid with Major Street Funds.

OWNERSHIP

Engineering is responsible for overseeing construction of the City trail system.

SOLUTION

Apply for the SSSG grant to help fund the construction of a ten-foot wide trail on the west side of Mechanic Street between Glick Highway and Trail Street.

FACILITATE IMPLEMENTATION

Adopt a Resolution of Support to file an application for the Michigan Department of Transportation Fiscal Year 2024 Shared Streets and Spaces Grant Program.

ATTACHMENTS

1. RESOLUTION for 2024 SSSG Program for MLK Trail on Mechanic

RESOLUTION

BY CITY COUNCIL:

WHEREAS, the City of Jackson wishes to improve the Martin Luther King Jr Equity Trail on the west side of Mechanic Street from Glick Highway to trail Street; and

WHEREAS, the Michigan Department of Transportation has a call for the Shared Streets and Spaces Grant projects for fiscal year 2024; and

WHEREAS, the maximum amount of each grant is \$200,000; and

WHEREAS, based upon preliminary engineering estimates, the projected project cost is \$277,605, with the RAISE grant amount of \$200,000; and

WHEREAS, the balance of the estimated construction cost is \$77,605; and

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

WHEREAS, the City agrees to maintain this trail for the service life of the project; and

WHEREAS, The City of Jackson authorizes Daniel Mahoney, Mayor as representative on behalf of the city to sign a contract upon receipt of a grant funding award.

NOW, THEREFORE, BE IT RESOLVED, that the City Council of the City of Jackson hereby certifies its support of the filing an application for the construction of the Martin Luther King Jr Equality Trail on the west side of mechanic Street from Glick Highway to Trail Street under the Michigan Department of Transportation 2024 Shared Streets and Spaces Grant Program.

* * * *

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 28th day of May, 2024.

IN WITNESS WHEREOF, I have hereto affixed my signature and the Seal of the City of Jackson, Michigan, on this 29th day of May, 2024.

Daniel Mahoney, Mayor

Andrea Muray, City Clerk



MEMO TO: Mayor and City Councilmembers

FROM: Jonathan Greene, City Manager

DATE: May 28, 2024

SUBJECT: Approve Contract Amendment 3 to the 2022 Major Street Engineering contract with Spalding DeDecker Associates, Inc. (SDA) at the not-to-exceed cost of \$36,330.00

Recommendation:

Approve Amendment 3 to the 2022 Major Street Engineering contract with Spaulding DeDecker Associates, Inc. (SDA) of Novi, Michigan at a not-to-exceed cost of \$36,330.00 and authorization for the City Manager and City Engineer to execute the appropriate documents.

Attached is a report from Jon Dowling, City Engineer, regarding an amendment to the above referenced contract.



DEPARTMENTAL REPORT

MEMO TO: Jonathan Greene, City Manager

FROM: Jon Dowling, Engineer

DATE: May 28, 2024

RECOMMENDATION: Approve Amendment 3 to the 2022 Major Street Engineering contract with Spaulding DeDecker Associates, Inc. (SDA) of Novi, Michigan at a not-to-exceed cost of \$36,330.00 and authorization for the City Manager and City Engineer to execute the appropriate documents.

ISSUE STATEMENT

On March 8, 2022, City Council awarded for the 2022 Major Street Engineering contract to SDA for preliminary design and construction engineering for three major street projects on Brown Street, Wildwood Avenue and Wisner Street. Since that time, City Council has approved two contract amendments to add design and construction engineering for street construction on Blakely Avenue, North Street and Oakridge Drive. The Blakely Avenue and North Street projects included water main and sewer replacements.

The subject Amendment 3 will compensate the consultant for extra costs incurred by a Brown Street construction schedule that was extended by 54 days due to utility relocation delays.

DESCRIBE THE CONSEQUENCES

The attached letter from the consultant, SDA, describes the extra time and associated costs incurred due to utility relocation delays.

OWNERSHIP

Engineering is responsible for overseeing professional services contracts relating to street construction.

SOLUTION

Engineering recommends approval of the attached Contract Amendment 3 to compensate the consultant, SDA, for the added time and associated cost as itemized on the attached letter.

FACILITATE IMPLEMENTATION

Approve Amendment 3 to the 2022 Major Street Engineering contract with Spaulding DeDecker Associates, Inc. (SDA) of Novi, Michigan at a not-to-exceed cost of \$36,330.00 and authorization for the City Manager and City Engineer to execute the appropriate documents.

ATTACHMENTS

1. 22-001 Spaulding DeDecker Brown Street Contract Amendment Request
2. 22-001_Major Street Eng_Amendment 3_Signature Sheet

March 12, 2024

Mr. Jon Dowling, PE
City Engineer
City of Jackson
161 West Michigan Avenue
Jackson, MI 49201

Re: Change Order Request – Brown Street CE

Dear Mr. Dowling:

Thank you for the opportunity to work with the City of Jackson to provide professional services for pathway and road rehabilitation project on Brown Street.

Project Summary

The Brown Street pathway project proposal from Morrell Street to Michigan Avenue originally included 9 weeks of construction inspection and administration to accommodate an estimated \$850,000 in construction costs. The as-bid construction total was \$1,084,453.05 while the final contract total is currently being closed out at \$1,136,151.58. The increases in construction cost were mainly due to coordination and extra effort to allow the gas company to simultaneously construct their distribution main improvements. That coordination effort also led to additional work and contract time for the Contractor and SD to complete the project, which ultimately led to an extension of time in the amount of 54 calendar days. The additions of the contract extension, gas company cleanup and a few minor late project additions extended the project duration 9 weeks which is roughly double what was originally anticipated. Below is the extra effort requested for additional services.

Fee

Based on the above, SD is requesting an additional services fee of the following:

Construction Inspector = \$95/hour @ 270 hours = \$25,650

Construction Administration = \$130/hour @ 60 hours = \$7,800

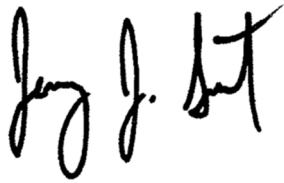
Office Technician = \$120/hour @ 24 hours = \$2,880

Total Request = \$36,330

We appreciate this opportunity, and if you have any questions or require additional information, please contact me at (517) 740-7059 or jschrot@sda-eng.com.

Sincerely,

Spalding DeDecker



Jeremy J. Schrot, PE
Vice President

AMENDMENT NO. 3
Contract for
2022 Major Street Engineering
City of Jackson, Michigan

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

ORIGINAL CONTRACT AMOUNT	\$ 139,455.00
APPROVED AMENDMENT NO. 1	\$ 157,025.00
APPROVED AMENDMENT NO. 2	\$ 109,825.00
CONTRACT AMOUNT AS SET BY AMENDMENT NO. 2	\$ 406,305.00
AMENDMENT NO. 3	\$ 36,330.00
NEW CONTRACT AMOUNT AS SET BY AMENDMENT NO. 2	\$ 442,635.00

REASON FOR AMENDMENT:

To compensate the consultant for added costs incurred due to utility relocation delays as outlined in the letter from Spaulding DeDecker Associates, Inc. dated

ACCEPTED BY:

Jon H. Dowling, P.E.
City Engineer

Jeremy Schrot, P.E., Vice President
Spaulding DeDecker Associates, Inc.

Date:

ACCEPTED BY:

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

Date:

ACCEPTED BY:

Jonathan Greene, City Manager

Date:



MEMO TO: Mayor and City Councilmembers
FROM: Jonathan Greene, City Manager
DATE: May 28, 2024
SUBJECT: Amendment to Sec 22-8 Special Assessments

Recommendation:

Approve the amendment to Section 22-8



DEPARTMENTAL REPORT

MEMO TO: Jonathan Greene, City Manager

FROM: Jonathan Greene, City Manager

DATE: May 28, 2024

RECOMMENDATION:

ISSUE STATEMENT

In 2020 Chapter 22 of the Code of Ordinances was amended to provide an opportunity for those affected by special assessments to draft a petition against the project and require 6 affirmative votes by council members to proceed with the project. This has had the unintended consequence of limiting or denying much needed projects that benefit from additional state and federal funds.

DESCRIBE THE CONSEQUENCES

If we continue to allow carte blanche ability for property owners to block much needed infrastructure projects that are required for the good of the city, we will risk missing out on funding opportunities that could make projects less burdensome to property owners. Additionally, continued denial of projects will result in no new investment in our infrastructure, thus making the remedy for deteriorating infrastructure that much more expensive.

OWNERSHIP

As City Manager I have a broad view of the city and its needs. While projects may be individually burdensome, the needs of the greater good must be placed above the desires of a few. It is my intent to allow for the continuance of leveraging state and federal resources on much-needed infrastructure projects.

SOLUTION

By amending Section 22-8 of the Special Assessment Ordinance to allow property owners an opportunity to officially voice their dissent of a project on local streets or those not receiving project specific state and federal resources but not on those that do receive said resources we can better strike the balance of being responsive to our constituents concerns while also making the necessary improvements to city infrastructure.

FACILITATE IMPLEMENTATION

Approve the amendment to Section 22-8

ATTACHMENTS

1. Sec._22_8 SA amendment MMH revised 5.17.24

Sec. 22-8. Hearing; action on roll.

The city council sitting as a board of review shall review the special assessment roll and consider all objections and comments made at the public hearing. The city council may correct or amend such roll as to any assessment or description of property or any other matter appearing thereon. The city council may reject such assessment roll and the same proceedings shall be had in making a new roll as in the making of an original roll. If, after hearing all objections and comments and making any corrections to the special assessment roll it deems necessary the city council determines that assessments are in proportion to benefits derived or to be derived, it shall pass a resolution reciting said determination, confirming said roll and stating all of the following:

- (a) The date upon which the first installment of the special assessment, if installment payments are allowed, is due and payable;
- (b) The number of annual installments, which shall not exceed fifteen (15), in which the special assessment may be paid; and
- (c) The rate of interest to be charged upon such annual installments.

If the public improvement consists of improvements to a local city street as defined under MCL 247.658, including repaving, resurfacing, and/or reconstruction of the a local street and was originally commenced by resolution of the city council on its own initiative as provided in section 22-1, no original assessment roll shall be confirmed except by affirmative vote of six (6) members of the city council if prior to such confirmation, written objections to the proposed improvement have been filed with the city clerk by 5:00 p.m. on the date of the city council vote by the owners of more than fifty percent (50%) of the lots or parcels of land in the proposed special assessment district. Those lots or parcels which are exempt from taxation, and not subject to special assessment, shall be excluded from the percentage calculation. Theis provisions of this paragraph shall not apply to special assessmentspublic improvements consisting of proposed improvements to the city's major street systems and/or projects utilizing project-specific public infrastructure funds from state and/or federal sources.

The city council shall also authorize the city treasurer to collect the various amounts on the roll in accordance with the resolution. Such roll shall have the date of confirmation by the city council endorsed thereon by the city clerk, and shall be final and conclusive for the purpose of the public improvement to which it pertains.

(Ord. No. 98-20, § 4, 8-18-98; Ord. No. 2013-16, § 2, 8-13-13, eff. 9-12-13; Ord. No. 2020-11, 8-11-20)

MEMO TO: Mayor and City Councilmembers

FROM: Jonathan Greene, City Manager

DATE: May 28, 2024

SUBJECT: Approval of the 2024/2025 nonunion pay increase and revised nonunion wage table per the GovHR wage study recommendations

Recommendation:

Approve the first reading and advance to the second reading/final adoption, an ordinance regulating nonunion pay for City of Jackson Employees to increase wages 3.1% effective July 1, 2024, and adopt the revised nonunion wage table per the GovHR wage study recommendation.

Attached is the ordinance for approval to increase nonunion wages by 3.1% effective July 1, 2024. This increase was included in the proposed budget for fiscal year 2024/25.

I recommend the adoption of the resolution and revised nonunion wage table. Your consideration and concurrence are appreciated.

Ordinance No. _____

**AN ORDINANCE TO ESTABLISH COMPENSATION RATES FOR
ADMINISTRATIVE AND SUPERVISORY EMPLOYEES OF THE
CITY OF JACKSON**

THE CITY OF JACKSON ORDAINS:

Section 1: Definition. For purposes of this ordinance, the term “Administrative and Supervisory Employees” shall mean employees and appointed officials of the City of Jackson not covered by a current labor agreement.

Section 2: As of July 1, 2024, Administrative and Supervisory Employees shall be compensated on the basis of the annual salary rates shown on the attached “Schedule I, Administrative and Supervisory Employee Pay Rates,” according to the employee's appropriate step rate within the Class Grade assigned the individual’s classification title under the Personnel Policy.

Section 3: Eligible employees must be actively employed by the City of Jackson thirty (30) days from the date of final adoption of this ordinance to be eligible for the new salary rate adjustment. The salary rate adjustments shall be retroactive to July 1, 2024.

Section 5: This ordinance shall take effect thirty (30) days from the date of final adoption.

The foregoing Ordinance _____ was adopted by the Jackson City Council on _____ and a summary was published on _____.

Daniel Mahoney, Mayor

Andrea Muray, City Clerk

DEPARTMENTAL REPORT

MEMO TO: Jonathan Greene, City Manager

FROM: Matthew M. Hagerty, City Attorney

DATE: May 21, 2024

RECOMMENDATION: Adopt an Emergency Ordinance Regulating Nuisance Gatherings on City-owned municipal parking lots and parking structures

ISSUE STATEMENT

Consider amendment of Chapter 18, Offenses, Article V, Offenses Against Public Peace, by adding Sec. 18-109. Nuisance Gatherings, by way of adoption of an Emergency Ordinance under City Charter Sec. 9.6, to provide for the regulation of City-owned parking lots by prohibiting public loitering and the gathering of persons thereon which are unsafe and/or constitute a public nuisance.

DESCRIBE THE CONSEQUENCES

Adoption of the Emergency Ordinance will ensure that the Jackson Police Department has the legal authority to prohibit the unlawful use of City-owned parking lots/parking structures and to avoid large nuisance gatherings which have historically resulted in loitering, fighting, drinking, gun violence, and other violations of the law. Without adoption of an Emergency Ordinance as we head into the summer months, JPD will not have to have the legal authority necessary to shut down these nuisance gatherings, which may result in further harm to the public.

OWNERSHIP

Adopting the Emergency Ordinance as recommended evidences the urgency with which City administration and the Jackson Police Department believe measures need to be taken to curb the violent and unlawful activity taking place after hours within the City's municipal parking lots. Pursuant to City Charter Sec. 9.6, an affirmative vote of 6/7 Councilmembers are necessary for emergency adoption.

SOLUTION

There are public gatherings within the City located on City-owned parking lots – specifically municipal lot #9 – that are unsafe and/or constitute a public nuisance. These gatherings have involved consumption of alcoholic beverages, excessive noise and traffic, blocking of the public right-of-way, overcrowding, fighting, disorderly conduct, gun violence, and other City Ordinance and state law violations. The City of Jackson desires to protect the public from such nuisance gatherings and in furtherance of the public health, safety and welfare. Adoption of an Emergency Ordinance is the most efficient tool by which to prevent this activity and protect the public.

FACILITATE IMPLEMENTATION

Adopt Emergency Ordinance Amending Chapter 18, Offenses, Article V, Offenses Against Public Peace, by adding Sec. 18-109. Nuisance Gatherings.

EMERGENCY ORDINANCE NO. 2024-_____

AN ORDINANCE OF THE CITY OF JACKSON, MICHIGAN TO AMEND CHAPTER 18, OFFENSES, ARTICLE V, OFFENSES AGAINST PUBLIC PEACE, BY ADDING SEC. 18-109, NUISANCE GATHERINGS.

THE PEOPLE OF THE CITY OF JACKSON ORDAIN:

Section 1. Purpose.

The purpose of this Ordinance is to amend Chapter 18, Offenses, Article V, Offenses Against Public Peace, by adding Sec. 18-109. Nuisance Gatherings, to provide for the regulation of City-owned parking lots by prohibiting public loitering and the gathering of persons thereon which are unsafe and/or constitute a public nuisance.

Section 2.

That Chapter 18, Offenses, Article V, Offenses Against Public Peace, is hereby amended to add Sec. 18-109. Nuisance Gatherings, to read as follows:

Sec. 18-109. Nuisance Gatherings

A. Purpose.

The City Council finds that there are public gatherings within the City located on City-owned parking lots that are unsafe and/or constitute a public nuisance. These gatherings can involve consumption of alcoholic beverages, excessive noise and traffic, blocking of the public right-of-way, overcrowding, fighting, disorderly conduct, gun violence, and other City Ordinance and state law violations. The City of Jackson desires to protect the public from such nuisance gatherings.

B. Emergency Declaration.

The City Council, pursuant to Sec. 9.6 of the City Charter, hereby declares addressing the problem of nuisance gatherings to be a public emergency due to the regularly occurring large gatherings of individuals in City municipal parking lot #9. Individuals involved in such nuisance gatherings are loitering in the parking lot during the evening hours rather than parking and visiting local business establishments within the immediate area. Most concerning are the Jackson Police Department responding to two individuals being shot in parking lot #9 since the beginning of May, 2024 with one shooting occurring on May 5th another on May 19th, 2024. Gunshots, loitering, and other criminal activity was also a common problem throughout the summer of 2023. These nuisance gatherings have led to numerous police responses and resources being expended to address these ongoing issues. The City Council seeks to proactively address these issues by enacting the prohibitions set forth herein.

C. Definitions.

The following words, terms and phrases, when used in this section, shall have the meanings ascribed to them in this section, except where the context clearly indicates a different meaning:

- i. *Nuisance Gathering.* Nuisance gathering shall mean lingering, remaining, sitting or standing in any City-owned parking lot, remaining idle in essentially one location, or sitting in or on a motor vehicle and shall include the concepts of spending time idly, loafing or walking about aimlessly, and shall include the colloquial expression “hanging around” and loitering in a group of persons which would tend to do one or more of any of the following: 1) create or cause to be created a danger of a breach of the peace; 2) create or cause to be created any disturbance or annoyance to the comfort or repose of any person; 3) obstruct or tend to obstruct the free passage of pedestrians or vehicles; 4) obstruct, molest or interfere with any person in any public place; 5) interfere with the intended purpose of a City parking lot where the gathering takes place; 6) or create a dangerous or unsafe situation to the public safety, especially when in close proximity to streets, businesses or other areas where there is pedestrian and motor vehicle traffic. City-approved special events utilizing City parking lots shall be expressly exempt from the definition of ‘nuisance gathering’.
- ii. *City Parking Lot.* City parking lot means any City-owned municipal parking lot or parking structure within the City, whether or not adjacent to or in the immediate vicinity of any store, restaurant, gasoline station, public or private office building, commercial building, industrial facility or any other facility and which provides motor vehicle parking for the use and convenience of employees, customers, patrons, guests or invitees.
- iii. *Purpose of City Parking Lot.* The purpose of a City parking lot shall be for providing a location for the convenience of persons to park their motor vehicles, leave the parking lot without delay once they have exited their motor vehicle, or immediately proceed to a motor vehicle which is parked in the City parking lot for the purpose of entering said vehicle. No City parking lot is intended or designed for the congregation or assemblage of persons outside of parked motor vehicles, except as may be expressly permitted by a City-approved special event.

D. Parking Lot Use Restricted.

No person shall drive any motor vehicle across, through or into and out of any City parking lot except for the purpose of:

- (1) Parking immediately prior to transacting business at a place of business; attending church services; attending a lodge or club activity; attending a City-approved special event, fair or parade; shopping or patronizing a facility open to the public, adjacent to or in the immediate vicinity of a City parking lot;
- (2) Leaving after parking;
- (3) Dropping off a passenger;
- (4) Picking up a passenger; or
- (5) Parking while employed at a business in the immediate vicinity.

E. Nuisance Gathering Prohibited.

Except for the permitted purposes stated in Section D, no person shall linger, remain, sit or stand in any City-owned parking lot or parking structure or sit in or on a motor vehicle in any City parking lot constituting a nuisance gathering as defined in this section, and after being ordered to leave the parking lot by a law enforcement officer.

F. Penalty.

Any person violating the provisions of this section shall be guilty of a misdemeanor of up to 90 days in jail and/or a \$100 fine.

G. Severability.

If any section, subsection, sentence, clause, phrase, or portion of this section is for any reason held invalid or unconstitutional by any Court of competent jurisdiction, said portion shall be deemed a separate, distinct, and independent provision and such holding shall not affect the validity of the remaining portions of this section.

H. Effective Date.

Pursuant to Section 9.6 of the City Charter, this emergency ordinance shall take immediate effect upon an affirmative 6 votes of the City Council and publication in a newspaper of general circulation within the City.

Secs. 18-110—18-130. - Reserved.

CERTIFICATION

I, Andrea Muray, Clerk of the City of Jackson, Michigan, do hereby certify that the foregoing is a true copy of an emergency ordinance adopted by the City of Jackson City Council at a regular meeting held on May 28, 2024, at 6:30 p.m., and that it was published in the Jackson Citizen Patriot on _____, 2024.

_____, City Clerk

Andrea Muray

DEPARTMENTAL REPORT

MEMO TO: Jonathan Greene, City Manager

FROM: Matthew M. Hagerty, City Attorney

DATE: May 21, 2024

RECOMMENDATION: Adopt for First Reading an Ordinance Amending Article V, Chapter 18, of the City Code of Ordinances, by adding Section 18-110, Miscellaneous Offenses, to regulate loitering and accosting of persons within the City of Jackson.

ISSUE STATEMENT

Consider First Reading of an Ordinance Amending Article V, Chapter 18, of the City Code of Ordinances, by adding Section 18-110, Miscellaneous Offenses, to regulate loitering and accosting of persons within the City of Jackson. The proposed Ordinance is designed to prohibit specific, repeated conduct toward members of the public working, dining, recreating, shopping or doing business within the City.

DESCRIBE THE CONSEQUENCES

Adoption of the proposed Ordinance for first reading will provide an additional regulatory tool for the Jackson Police Department to address specific unlawful behaviors, particularly in the downtown.

OWNERSHIP

Adopting the Ordinance for first reading as recommended is consistent with the clear recognition of First Amendment freedoms of all persons, while simultaneously balancing the rights of individuals to be free from accosting behavior, or being subject to loitering at the entrance to, or within, public or private buildings.

SOLUTION

Currently, the City does not have any enacted ordinance addressing accosting behavior generally, or loitering within a public/private business. While there are specific ordinances within the City Code which do address specific conduct - Assault and Battery (Code Sec. 18-56); Telephonic Harassment (Code Sec. 18-57); Disturbing the Peace (Code Sec. 18-106); Disorderly Intoxication (Code Sec. 18-107); Obstruction of Public Ways (Code Sec. 18-108), and Trespassing (Code Sec. 18-82) - this Ordinance will give additional tools to the Jackson Police Department to investigate and address specific complaints; curb harassing conduct; and subject those persons who violate the ordinance to detainment and/or arrest. In consultation with Director Hitt, it is believed that a misdemeanor penalty (arrest and/or monetary fine), as opposed to a civil infraction (monetary fine only), provides the best method for addressing those rare circumstances where an individual's repeated conduct meets the evidentiary threshold under the Ordinance.

FACILITATE IMPLEMENTATION

Adopt for First Reading an Ordinance Amending Article V, Chapter 18, of the City Code of Ordinances, by adding Section 18-110, Miscellaneous Offenses, to regulate loitering and accosting of persons within the City of Jackson.

ORDINANCE NO. 2024-__

An Ordinance amending Article V of Chapter 18 of the Code of Ordinances of the City of Jackson, Michigan by adding Section 18-110, Miscellaneous Offenses, to regulate loitering and accosting of persons within the City of Jackson.

THE PEOPLE OF THE CITY OF JACKSON ORDAIN:

CHAPTER 18 – OFFENSES

ARTICLE V. - OFFENSES AGAINST PUBLIC PEACE

Sec. 18-110. Miscellaneous Offenses.

(1) Definitions. As used in this Section and unless otherwise defined:

(a) Loitering means lingering or hanging around without any apparent purpose in a place described in Subsection (2)(a) or (2)(b) of this Section.

(b) Accost means repeated nonconsensual conduct directed to another person in such a manner as would cause a reasonable person to feel harassed, intimidated, or that a commission of a criminal act was about to occur.

(2) No person shall:

(a) Loiter in any public building or in any other building or premises owned by another person after having been requested to leave by the lawful owner or occupant or a representative of the owner or occupant.

(b) Loiter in or obstruct a doorway in such a manner that interferes with the functioning of the door, or an individual's ability to pass through the doorway.

(c) Accost another person:

(i) Within twenty (20) feet of any Automated Teller Machine (ATM);

(ii) In any public transportation vehicle, such as a bus or train, or within twenty (20) feet of where such a vehicle takes on or releases passengers;

(iii) In any outdoor dining area or within twenty (20) feet of any outdoor space where individuals are consuming food or beverage; or

(iv) At any permitted special event or within twenty (20) feet of a permitted special event entrance or exit.

(3) Penalty.

(a) A person who violates or fails to comply with any of the provisions of this section shall be guilty of a misdemeanor punishable by a fine of up to five hundred dollars (\$500), plus costs, or imprisonment for up to

ninety (90) days, or both such fine and imprisonment. Each day that a violation continues after due notice has been served shall be deemed a separate offense and a separate violation subject to enforcement action.

(b) This section does not prohibit a person from being charged with, convicted of, or punished for any other violation of law, including a violation of law arising out of the same transaction as the violation under this section.

(4) Severability.

Should any section, subdivision, clause or phrase of this Ordinance be declared by the courts to be invalid, the validity of the Ordinance as a whole, or in part, shall not be affected other than the part invalidated.

Sec. 18-110—18-130. - Reserved.