



AGENDA - CITY COUNCIL

Tuesday, January 28, 2025

6:30 PM

1. CALL TO ORDER.

2. PLEDGE OF ALLEGIANCE.

A. Invocation to be given by Fourth Ward Councilmember Conner Wood.

3. ROLL CALL.

4. ADOPTION OF AGENDA.

5. SPECIAL BUSINESS.

A. Amendment to Public Hearing Rules for Citizen Comment

Approve the amendment to public hearing rules for citizen comment, authorize the City Manager and City Attorney to make minor modifications as needed.

6. PRESENTATIONS/PROCLAMATIONS.

7. PUBLIC HEARINGS.

A. JAG Grant Public Hearing

- Voice vote to open the public hearing
- Conduct the public hearing
- Voice vote to close the public hearing

8. CITIZEN COMMENTS.

(3-Minute Limit)

9. CONSENT CALENDAR.

Consent Action

- A. Minutes of the January 14, 2025 regular meeting of the Jackson City Council
- B. Alley Vacation Petition
Receipt of petition to vacate a public alley located in the 1200 Block of Deyo Street and referral to the City Attorney to verify its legality and Planning Commission for review and recommendation.
- C. AR Write Off
Approve annual write-off recommendations from the City Attorney and Finance Department.

10. OTHER BUSINESS.

- A. East Side Economic Development Update

11. NEW BUSINESS.

- A. JAG Grant Memorandum of Understanding
Authorize the City Manager to sign the Memorandum of Understanding.
- B. Budget Amendment for JAG Grant Funds
Adopt the resolution to amend the 24/25 fiscal year budget.
- C. Change Order 1 to the Hazardous Tree Removal Program contract with Top Notch Tree Care, LLC
Approve Change Order 1 to the Hazardous Tree Removal Program contract with Top Notch Tree Care, LLC in the increased amount of \$22,850.00 to remove trees for federally funded projects that will commence construction after seasonal limitations are in place and authorize the City Manager and City Engineer to execute the appropriate document.
- D. Amendment to the Parking Agreement for 113 W. Michigan Avenue transfer to Southern Michigan Bank & Trust
Approve an amendment to the Parking Permit Purchase Agreement for the property at 113 W. Michigan Avenue to transfer and assign rights and

obligations to the new owner, Southern Michigan Bank & Trust, and authorize the City Manager execute amendment.

- E. Adopt a Public Participation Plan for Recertification as a Redevelopment Ready Community through the Michigan Economic Development Corporation

Adopt a Public Participation Plan for recertification as a Redevelopment Ready Community through the Michigan Economic Development Corporation.

- F. Budget Amendment for MSHDA MICH Grant

Approve an amendment to the 2024-2025 City of Jackson budget to reflect a revenue increase of \$880,000 and an expenditure increase of \$880,000, both related to the City of Jackson MICH grant award from the Michigan State Housing Development Authority (MSHDA), adopt the accompanying budget resolution, and authorize the City Manager and City Attorney to execute any/all related documents.

- G. Budget Amendment for MSHDA MI-Hope Grant

Approve an amendment to the 2024-2025 City of Jackson budget to reflect a revenue increase of \$250,000 and an expenditure increase of \$250,000, both related to the City of Jackson MI-HOPE grant award from the Michigan State Housing Development Authority (MSHDA), adopt the accompanying budget resolution, and authorize the City Manager and City Attorney to execute any/all related documents.

- H. Adopt a Capital Improvements Plan for the City of Jackson

Adopt the 2025-2029 Capital Improvements Plan for the City of Jackson, as part of the recertification package for the MEDC's Redevelopment Ready Communities designation.

12. CITY COUNCILMEMBER'S COMMENTS.

13. CITY MANAGER'S COMMENTS.

14. ADJOURNMENT.



MEMO TO: Mayor and City Councilmembers
FROM: Jonathan Greene, City Manager
DATE: January 28, 2025
SUBJECT: Amendment to public hearing rules for citizen comment

Recommendation:

Approve the amendment to public hearing rules for citizen comment, authorize the City Manager and City Attorney to make minor modifications as needed.

To ensure a productive and respectful environment during public hearings, it is essential to amend the rules for speaking to maintain order, focus, and decorum. Per the Mayor's request at the January 14, 2025 City Council meeting, here is a proposed revision of the rules that will help achieve these goals:

Add - Comments made during the public hearing shall remain relevant to the specific topic of the hearing.

This amendment can help ensure that public hearings remain orderly, efficient, and focused, allowing all participants to engage respectfully while making sure that the pertinent issues are properly addressed.

I recommend approval of the amendment to public hearing rules for citizen comment.

ORIGINAL VERSION:
**Public Hearing Citizen
Comment Rules**

**RULES FOR SPEAKING
BEFORE THE CITY COUNCIL**

1. Each speaker will state their name and address.
2. During public hearings, the City Council may enact a timeline on all speakers to ensure that all present get an equal chance to speak. Councilmembers may answer questions during this time.
3. Each speaker shall be polite and courteous to the Council and members of the public in attendance. While any speaker is free to express his or her opinion on any subject, no speaker may direct personal attacks at any member of the staff or Council unrelated to the manner in which they perform their duties, use obscene language while addressing the City Council, or engage in disruptive or disorderly behavior during a Council meeting.
4. Should the Mayor determine that any of the items listed in Item No. 3 occur, the Mayor may declare the speaker out of order.
5. If a speaker is declared out of order by the Mayor and refuses to cease and desist from disruptive or disorderly conduct, the Mayor may order the person removed from the meeting.

EDITED VERSION: Public Hearing Citizen Comment Rules

1. Each speaker will state their name and address.
2. During public hearings, the City Council may enact a timeline on all speakers to ensure that all present get an equal chance to speak. Councilmembers and/or staff may answer questions during this time.
3. Comments made during the public hearing shall remain relevant to the specific topic of the hearing.
4. Each speaker should be polite and courteous to the Council and members of the public in attendance.
5. While any speaker is free to express his or her opinion on the specific topic of the public hearing, no speaker may direct personal attacks at any member of the staff or Council unrelated to the manner in which they perform their duties, use obscene language while addressing the City Council, or engage in disruptive or disorderly behavior during a Council meeting.
6. Should the Mayor determine that any of the items listed in Item No. 5 occur, the Mayor may declare the speaker out of order. If a speaker is declared out of order by the Mayor and refuses to cease and desist from disruptive or disorderly conduct, the Mayor may order the person removed from the meeting.

CLEAN VERSION:
Public Hearing Citizen Comment Rules

1. Each speaker will state their name and address.
2. During public hearings, the City Council may enact a timeline on all speakers to ensure that all present get an equal chance to speak. Councilmembers and/or staff may answer questions during this time.
3. Comments made during the public hearing shall remain relevant to the specific topic of the hearing.
4. Each speaker should be polite and courteous to the Council and members of the public in attendance.
5. While any speaker is free to express his or her opinion on the specific topic of the public hearing, no speaker may direct personal attacks at any member of the staff or Council unrelated to the manner in which they perform their duties, use obscene language while addressing the City Council, or engage in disruptive or disorderly behavior during a Council meeting.
6. Should the Mayor determine that any of the items listed in Item No. 5 occur, the Mayor may declare the speaker out of order. If a speaker is declared out of order by the Mayor and refuses to cease and desist from disruptive or disorderly conduct, the Mayor may order the person removed from the meeting.



CITY COUNCIL MEETING MINUTES

January 14, 2025

CALL TO ORDER:

The Jackson City Council met in regular session in 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 Third Ward Councilmember Angelita Gunn.

ROLL CALL:

Present: Mayor Daniel Mahoney, Vice Mayor/Second Ward Councilmember Freddie Dancy, Third Ward Councilmember Angelita Gunn, Fourth Ward Councilmember Conner Wood, Fifth Ward Councilmember Christy Davis, and Sixth Ward Councilmember Will Forgrave.

First Ward Councilmember Arlene Robinson arrived after the initial roll call.

Absent: none.

Also present: City Manager Jonathan Greene, City Attorney Matthew Hagerty, City Clerk Andrea Muray, City Assessor Jason Yoakam, Director of Community Development Shane LaPorte, Deputy Police Chief Sergio Garcia, and City Engineer Troy White.

ADOPTION OF AGENDA:

Motion was made by Councilmember Wood, seconded by Vice Mayor Dancy to adopt the agenda.

Motion was made by Councilmember Davis, seconded by Councilmember Forgrave to amend the agenda to add Item 9A – City Manager update on TA Wilson. Vote – Yeas: Mayor Mahoney, Councilmembers Gunn, Wood, David, and Forgrave (5). Nays: Vice Mayor Dancy (1). Motion carried.

Vote was taken on adoption of the agenda as amended. Vote – Yeas: Mayor Mahoney, Vice Mayor Dancy, Councilmembers Gunn, Wood, Davis, and Forgrave (6). Nays: none. Motion carried.

PRESENTATIONS/PROCLAMATIONS: none.

PUBLIC HEARINGS:

Motion was made by Councilmember Wood, seconded by Councilmember Gunn to recess as City Council and convene as the Board of Review. Vote – Yeas: Mayor Mahoney, Vice Mayor Dancy, Councilmembers Robinson, Gunn, Wood, Davis, and Forgrave (7). Nays: none. Motion carried.

A. Special Assessment Roll No. 3444 Confirmation Hearing

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

Darren Buehrer of 600 E Pearl Street spoke in opposition of the amount of the proposed assessment. Larry Filipczak of 615 Pearl Street spoke in opposition of the amount of the proposed assessment.

Motion was made by Vice Mayor Dancy, seconded by Councilmember Wood to close the public hearing. Vote was done by voice with all in favor. Motion carried.

Motion was made by Councilmember Wood, seconded for discussion by Mayor Mahoney to approve the Special Assessment Roll No. 3444. Vote – Yeas: none. Nays: Mayor Mahoney, Vice Mayor Dancy, Councilmembers Robinson, Gunn, Wood, Davis, and Forgrave (7). Motion failed

B. Special Assessment Roll No. 3450 Confirmation Hearing

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

No comments were offered.

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

Motion was made by Councilmember Wood, seconded for discussion by Councilmember Robinson approve a resolution to confirm Special Assessment Roll No. 3450. Vote – Yeas: Councilmember Wood (1). Nays: Mayor Mahoney, Vice Mayor Dancy, Councilmembers Robinson, Gunn, Davis, and Forgrave (6). Motion failed.

Motion was made Councilmember Wood, seconded by Councilmember Robinson to adjourn as the Board of Review and reconvene as City Council. Vote – Yeas: Mayor Mahoney, Vice Mayor Dancy, Councilmembers Robinson, Gunn, Wood, Davis, and Forgrave (7). Nays: none. Motion carried.

C. Citizen Comment on the City’s Housing and Community Development Needs

Motion was made by Councilmember Wood, seconded by Councilmember Forgrave to open the public hearing to receive citizen comment on the City’s Housing and Community Development Needs. Vote was done by voice with all in favor. Motion carried.

John Leicht spoke in support of the City’s work with the 100 Homes Program. Nathan Williams spoke in regards of the needs of landlords and opportunities the City could utilize in supporting them. John King spoke to his analysis of the City’s homeless population and services being provided.

Motion was made by Vice Mayor Dancy, 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 December 10, 2024 Regular Meeting of the Jackson City Council

Approve the minutes of the regular meeting held on December 10, 2024

B. Change to the Standard Lighting Contract with Consumers Energy for Installation of a Streetlight.

Approve the Resolution for Change to the Standard Lighting Contract with Consumers Energy for the addition of a streetlight at 908 George Street and authorize the Mayor and City Clerk to execute the appropriate documents.

C. Change to the Standard Lighting Contract with Consumers Energy for Installation of a Streetlight.

Approve the Resolution for Change to the Standard Lighting Contract with Consumers Energy for the addition of a streetlight at 908 George Street and authorize the Mayor and City Clerk to execute the appropriate documents.

D. Reappointments to the Martin Luther King Corridor Improvement Authority

Approve the Mayor's recommendation to reappoint Philicia Richmond and Anthony Parker to the Martin Luther King Corridor Improvement Authority for a term of 4 years, beginning immediately and expiring on 12/31/28.

E. Reappointment to the Racial Equity Commission

Approve the Mayor's recommendation to reappoint Leticia Albarran to the Racial Equity Commission for a term of 3 years, expiring on 12/31/27.

F. Receipt of Michigan Liquor Control Commission application for transfer of membership interest

Accept and place on file the notice from the MLCC regarding the transfer of membership interest for MCGA, LLC at 128 W Michigan Avenue

G. City of Jackson, Michigan Financial Statements for the Five Months Ended November 30, 2024

H. Edward Byrne Memorial Justice Assistance Grant (JAG Grant) Public Hearing

Schedule a Public Hearing for the Edward Byrne Memorial Justice Assistance Grant to be held at the January 28, 2025, City Council meeting.

I. Assessor's Office Update

Receive the 2024 End of Year Informational Report

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

OTHER BUSINESS:

A. City Manager Update on T. A. Wilson

City Manager Jonathan Greene provided Council with an update on the status of the sale of T. A. Wilson.

NEW BUSINESS:

A. JNET Interlocal Agreement

Recommendation: *Approve JNET Interlocal Agreement*

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

B. Deficit Elimination Plan Resolution as of June 30, 2024, for the Special Assessment Capital Project Fund

Recommendation: *Approval of the deficit elimination plan resolution for the special assessment capital project fund as of June 30, 2024.*

Motion was made by Vice Mayor Dancy, seconded by Councilmember Wood to approve the deficit elimination plan resolution for the special assessment capital project fund as of June 30, 2024. Vote – Yeas: Mayor Mahoney, Vice Mayor Dancy, Councilmembers Robinson, Gunn, Wood, Davis, and Forgrave (7). Nays: none. Motion carried.

C. Professional Engineering Services Contract with Fishbeck, to prepare the Fiscal Year 2026 Drinking Water State Revolving Fund (DWSRF) Project Plan.

Recommendation: *Approval of Professional Engineering Services Contract with Fishbeck, to prepare the Fiscal Year 2026 Drinking Water State Revolving Fund (DWSRF) Project Plan at a not to exceed amount of \$74,250.*

Motion was made by Councilmember Wood, seconded by Councilmember Gunn to approve the Professional Engineering Services Contract with Fishbeck, to prepare the Fiscal Year 2026 Drinking Water State Revolving Fund Project Plan at a not to exceed amount of \$74,250. Vote – Yeas: Mayor Mahoney, Vice Mayor Dancy, Councilmembers Robinson, Gunn, Wood, Davis, and Forgrave (7). Nays: none. Motion carried.

D. 2025/2026 City of Jackson Rubbish Removal Contract from City Facilities.

Recommendation: *Approve the City of Jackson Facilities Rubbish Removal Contract for \$81,984 for the two-year contract to Granger Waste Services of Lansing, Michigan.*

Motion was made by Councilmember Gunn, seconded by Councilmember Forgrave to approve the City of Jackson Facilities Rubbish Removal Contract for \$81,984 for the two-year contract to Granger Waste Services of Lansing, Michigan. Vote – Yeas: Mayor Mahoney, Vice Mayor Dancy, Councilmembers Robinson, Gunn, Wood, Davis, and Forgrave (7). Nays: none. Motion carried.

E. 2025 Parks, Cemeteries, Downtown, and Trails Mowing and Irrigation Renewal Contract.

Recommendation: *Approve the 2025 Parks, Cemeteries, Downtown, and Trails Mowing and Irrigation Renewal Contract for \$269,570.43 to Picture Perfect Lawn Care LLC of Concord, Michigan.*

Motion was made by Councilmember Forgrave, seconded by Councilmember Gunn to approve the 2025 Parks, Cemeteries, Downtown, and Trails Mowing and Irrigation Renewal Contract for \$269,570.43 to Picture Perfect Lawn Care LLC of Concord, Michigan. Vote – Yeas: Mayor Mahoney, Vice Mayor Dancy, Councilmembers Robinson, Gunn, Davis, and Forgrave (6). Nays: Councilmember Wood (1). Motion carried.

F. Resolution – MDOT Contract for Traffic Signal Modernizations

Recommendation: *Approve a resolution to enter into a contract with the Michigan Department of Transportation (MDOT) for traffic signal modernizations on Morrell Street at the intersection with Brown Street and the intersection with Wisner Street and authorize the Mayor and City Clerk to execute the appropriate documents.*

Motion was made by Vice Mayor Dancy, seconded by Councilmember Robinson to approve a resolution to enter into a contract with the Michigan Department of Transportation for traffic signal modernizations on Morrell Street at the intersection with Brown Street and the intersection with Wisner Street and authorize the Mayor and City Clerk to sign the proper documents. Vote – Yeas: Mayor Mahoney, Vice Mayor Dancy, Councilmembers Robinson, Gunn, Wood, Davis, and Forgrave (7). Nays: none. Motion carried.

G. MDOT Annual Permit for Miscellaneous Operations – Performance Resolution.

Recommendation: *Approve a Performance Resolution for Municipalities for the 2025 Annual Application and Permit for Miscellaneous Operations within State Highway Right-of-Way, authorize the City Clerk to sign the resolution document and authorize the City Engineer to execute the annual permit.*

Motion was made by Vice Mayor Dancy, seconded by Councilmember Wood to approve a Performance Resolution for Municipalities for the 2025 Annual Application and Permit for Miscellaneous Operations within State Highway Right-of-Way, authorize the City Clerk to sign the resolution document and authorize the City Engineer to execute the annual permit. Vote – Yeas: Mayor Mahoney, Vice Mayor Dancy, Councilmembers Robinson, Gunn, Wood, Davis, and Forgrave (7). Nays: none. Motion carried.

H. Contract Award for Professional Services - Tree Inventory and Management Plan.

Recommendation: *Approve the award of the Tree Inventory and Management Plan professional services contract to Eocene Environmental Group, Inc. of West Des Moines, Iowa at a cost of \$60,493.17 and authorize the Mayor and City Clerk to execute the appropriate documents.*

Motion was made by Vice Mayor Dancy, seconded by Councilmember Wood to approve the award of the Tree Inventory and Management Plan professional services contract to Eocene Environmental Group, Inc. of West Des Moines, Iowa at a cost of \$60,493.17 and authorize the Mayor and City Clerk to execute the appropriate documents. Vote – Yeas: Mayor Mahoney, Vice Mayor Dancy, Councilmembers Robinson, Gunn, Wood, Davis, and Forgrave (7). Nays: none. Motion carried.

I. Amendment 3 to the Professional Engineering Services contract with Fishbeck.

Recommendation: *Approval of Amendment 3 to the CWSRF Professional Engineering Services contract with Fishbeck, Inc. of Grand Rapids, Michigan in the amount of \$41,376.00, and authorization for the City Manager and City Engineer to sign the appropriate document.*

Motion was made by Vice Mayor Dancy, seconded by Councilmember Gunn to approve Amendment 3 to the CWSRF Professional Engineering Services contract with Fishbeck, Inc. of Grand Rapids in the amount of \$41,376.00, and authorize the City Manager and City Engineer to sign the appropriate document. Vote – Yeas: Mayor Mahoney, Vice Mayor Dancy, Councilmembers Robinson, Gunn, Wood, Davis, and Forgrave (7). Nays: none. Motion carried.

J. Change Order 1 to the 2024 Water Services Replacement contract with Dunigan Brothers, Inc.

Recommendation: *Approve Change Order 1 to the 2024 Water Services Replacement contract with Dunigan Brothers, Inc. in the decreased amount of \$168,752.32 to balance contract quantities to match quantities placed in the field and authorize the City Manager and City Engineer to execute the appropriate document.*

Motion was made by Councilmember Gunn, seconded Councilmember Forgrave to approve Change Order 1 to the 2024 Water Services Replacement contract with Dunigan Brothers, Inc. in the decreased amount of \$168,752.32 to balance contract quantities to match quantities placed in the field and authorize the City Manager and City Engineer to execute the appropriate document. Vote – Yeas: Mayor Mahoney, Vice Mayor Dancy, Councilmembers Robinson, Gunn, Wood, Davis, and Forgrave (7). Nays: none. Motion carried.

K. Change Order 2 to the Blakely Avenue Reconstruction contract with Bailey Excavating, Inc.

Recommendation: *Approve Change Order 2 to the Blakely Avenue Reconstruction contract with Bailey Excavating, Inc. in the increased amount of \$8,259.15 to balance contract quantities to match quantities placed in the field and authorize the City Manager and City Engineer to execute the appropriate document.*

Motion was made by Vice Mayor Dancy, seconded Councilmember Robinson to approve Change Order 2 to the Blakely Avenue Reconstruction contract with Bailey Excavating, Inc. in the increased amount of \$8,259.15 to balance contract quantities to match quantities placed in the field and authorize the City Manager and City Engineer to execute the appropriate document. Vote – Yeas: Mayor Mahoney, Vice Mayor Dancy, Councilmembers Robinson, Gunn, Wood, Davis, and Forgrave (7). Nays: none. Motion carried.

L. Amendment 4 to the 2022 Major Street Engineering Contract.

Recommendation: *Approve Amendment 4 to the 2022 Major Street Engineering contract with Spalding DeDecker Associates, Inc. (SDA) of Novi, Michigan at a not-to-exceed cost of \$42,725.00 and authorization for the City Manager and City Engineer to execute the appropriate documents.*

Motion was made by Vice Mayor Dancy, seconded by Councilmember Wood to approve Amendment 4 to the 2022 Major Street Engineering contract with Spalding DeDecker Associates, Inc. of Novi, Michigan at a not-to-exceed cost of \$42,725.00 and authorize the City Manager and City Engineer to execute the appropriate documents. Vote – Yeas: Mayor Mahoney, Vice Mayor Dancy, Councilmembers Robinson, Gunn, Wood, Davis, and Forgrave (7). Nays: none. Motion carried.

M. Contract Award – Pearl Loop Transmission Main.

Recommendation: *Approve the award of the Pearl Loop Transmission Main contract to Dunigan Brothers, Inc. of Jackson, Michigan at a cost of \$7,549,605.37 and authorize the Mayor and City Clerk to execute the appropriate documents.*

Motion was made by Councilmember Wood, seconded by Councilmember Gunn to approve the award of the Pearl Loop Transmission Main contract to Dunigan Brothers, Inc. of Jackson, Michigan at a cost of \$7,549,605.37 and authorize the Mayor and City Clerk to execute the appropriate documents. Vote – Yeas: Mayor Mahoney, Vice Mayor Dancy, Councilmembers Robinson, Gunn, Wood, Davis, and Forgrave (7). Nays: none. Motion carried.

N. Contract Award for Hazardous Tree Removal Program.

Recommendation: *Approve the award of the Hazardous Tree Removal Program contract to Top Notch Tree Care, LLC of Leslie, Michigan at a cost of \$106,850.00 and authorize the Mayor and City Clerk to execute the appropriate documents.*

Motion was made by Vice Mayor Dancy, seconded Councilmember Robinson to approve the award of the Hazardous Tree Removal Program contract to Top Notch Tree Care, LLC of Leslie, Michigan at a cost of \$106,850.00 and authorize the Mayor and City Clerk to execute the appropriate documents. Vote – Yeas: Mayor Mahoney, Vice Mayor Dancy, Councilmembers Robinson, Gunn, Wood, Davis, and Forgrave (7). Nays: none. Motion carried.

O. Contract Award for Water Treatment Plant Sanitary Sewer Replacement

Recommendation: *Approve the award of the Water Treatment Plant Sanitary Sewer Replacement contract to Bailey Excavating, Inc. of Jackson, Michigan at a cost of \$611,953.00 and authorize the Mayor and City Clerk to execute the appropriate documents.*

Motion was made by Vice Mayor Dancy, seconded by Councilmember Gunn to approve the award of the Water Treatment Plant Sanitary Sewer Replacement contract to Bailey Excavating, Inc. of Jackson, Michigan at a cost of \$611,953.00 and authorize the Mayor and City Clerk to execute the appropriate documents. Vote – Yeas: Mayor Mahoney, Vice Mayor Dancy, Councilmembers Robinson, Gunn, Wood, Davis, and Forgrave (7). Nays: none. Motion carried.

P. Easement to Consumers Energy – 300 S. Cooper

Recommendation: *Approval of an easement to Consumers Energy on city-owned property at 300 South Cooper Street (Parcel ID 5-0270) for gas service piping and authorization for the City Manager to sign the easement document.*

Motion was made by Vice Mayor Dancy, seconded by Councilmember Gunn to approve an easement to Consumers Energy on city-owned property at 300 South Cooper Street for gas service piping and authorization for the City Manager to sign the easement document. Vote – Yeas: Mayor Mahoney, Vice Mayor Dancy, Councilmembers Robinson, Gunn, Wood, Davis, and Forgrave (7). Nays: none. Motion carried.

Q. Accept the donation of vacant residential property on Hobart Street.

Recommendation: *Accept the donation of vacant residential property on Hobart Street (parcel #s 8-2529, 8-2530, and 8-2531), approve the donation agreement and quit claim deed, authorize the City Manager and City Attorney to make minor modifications as needed, and authorize the City Manager and City Attorney to execute the appropriate documents necessary to complete the transaction.*

Motion was made by Councilmember Gunn, seconded by Councilmember Wood to accept the donation of vacant residential property on Hobart Street, approve the donation agreement and quit claim deed, authorize the City Manager and City Attorney to make minor modifications as needed, and authorize the City Manager and City Attorney to execute the appropriate documents necessary to complete the transaction. Vote – Yeas: Mayor Mahoney, Vice Mayor Dancy, Councilmembers Robinson, Gunn, Wood, Davis, and Forgrave (7). Nays: none. Motion carried.

CITY COUNCILMEMBER’S COMMENTS:

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

MANAGER’S 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 Mayor Mahoney. Mayor Mahoney adjourned the meeting at 9:01 p.m.



MEMO TO: Mayor and City Councilmembers

FROM: Jonathan Greene, City Manager

DATE: January 28, 2025

SUBJECT: Alley Vacation Petition

Recommendation:

Receipt of petition to vacate a public alley located in the 1200 Block of Deyo Street and referral to the City Attorney to verify its legality and Planning Commission for review and recommendation.

PETITION FOR STREET/ALLEY CLOSING

RECEIVED
CITY OF JACKSON
DEC 20 2024
CLERK'S OFFICE
By _____

To the Honorable Mayor
and Members of the City Council
City of Jackson, Michigan:

We the undersigned, being all of the persons owning property abutting on the street or alley, more particularly described as:

THE SOUTH 152 FT OF A 20 FOOT WIDE ALLEY RUNNING NORTH AND SOUTH AND LYING EAST OF LOTS 1 THROUGH 4 AND WEST OF LOT 8; ALSO THE WEST 63 FEET OF A 20 FOOT WIDE ALLEY RUNNING EAST AND WEST AND LYING SOUTH OF LOTS 7 AND 10 AND NORTH OF LOTS 8 AND 9, BLOCK 2 EATON'S EAST ADDITION TO THE CITY OF JACKSON, JACKSON COUNTY, STATE OF MICHIGAN.

do hereby respectfully petition your honorable body to close and vacate said street or alley. The said street or alley has been dedicated as a public street or alley.

With respect to any taxes or special assessments levied or assessed against any property included in said street or alley, we and each of us do hereby waive any and all questions, claims or controversies relative to such taxes or special assessments which have or may hereafter be levied or assessed upon any part of the lands embraced in said street or alley, and we hereby assume and agree to pay all such taxes or special assessments thereon, and we further hereby consent to the vacating of the aforesaid street or alley.

NOTE: All persons interested either jointly or individually by deed or contract in relation to any property abutting on the street or alley proposed to be vacated are required to sign and date the above petition:

OWNER OF PROPERTY & SIGNATURE/DATE	DESCRIPTION OF PROPERTY	LINEAL FEET OF FRONTAGE*
TAREQ BAGHAL & SAMIA F AL-MAHAINI 205 PAGE AVE JACKSON MI 49201	LAND COM AT A PT ON THE SLY LINE OF TEN EYCK ST 33 FT ELY OF W LINE OF LOT 7 BLK 2 TH SLY TO A PT ON THE S LINE OF LOT 7, 25 FT E OF THE SW OR OF SD LOT 7 TH E TO A PT 25 FT W OF SE COR OF LOT 10 BLK 2 TH NLY TO A PT ON SLY LINE OF TEN EYCK ST 223 FT ELY OF ELY LINE OF PAGE AVE TH WLY TO THE PLACE OF BEG BLK 2 EATON'S E ADD. PARCEL # 6-040400000 1209 TEN EYCK ST, JACKSON, MI 49201 L/P 2236-1183	38
TAREQ BAGHAL	T. Baghal	12/12/24
SAMIA ALMAHAINI	Samia	12/12/24

*Needed for street vacations only.

Petition Circulated By:

Name: AR ENGINEERING
Address: 5725 VENTURE PARK DR., STE A
City, State, Zip: KALAMAZOO, MI 49009

Date: 12.10.24
Signature: Andrew S. Rossell, P.E.
Phone: 269-250-5991

PETITION FOR STREET/ALLEY CLOSING

To the Honorable Mayor
and Members of the City Council
City of Jackson, Michigan:

We the undersigned, being all of the persons owning property abutting on the street or alley, more particularly described as:

THE SOUTH 152 FT OF A 20 FOOT WIDE ALLEY RUNNING NORTH AND SOUTH AND LYING EAST OF LOTS 1 THROUGH 4 AND WEST OF LOT 8; ALSO THE WEST 63 FEET OF A 20 FOOT WIDE ALLEY RUNNING EAST AND WEST AND LYING SOUTH OF LOTS 7 AND 10 AND NORTH OF LOTS 8 AND 9, BLOCK 2 EATON'S EAST ADDITION TO THE CITY OF JACKSON, JACKSON COUNTY, STATE OF MICHIGAN.

do hereby respectfully petition your honorable body to close and vacate said street or alley. The said street or alley has been dedicated as a public street or alley.

With respect to any taxes or special assessments levied or assessed against any property included in said street or alley, we and each of us do hereby waive any and all questions, claims or controversies relative to such taxes or special assessments which have or may hereafter be levied or assessed upon any part of the lands embraced in said street or alley, and we hereby assume and agree to pay all such taxes or special assessments thereon, and we further hereby consent to the vacating of the aforesaid street or alley.

NOTE: All persons interested either jointly or individually by deed or contract in relation to any property abutting on the street or alley proposed to be vacated are required to sign and date the above petition:

[illegible]

*Needed for street vacations only.

Petition Circulated By:

Name: AR ENGINEERING

Date: 12.10.24

Address: 5725 VENTURE PARK DR., STE A

Signature Andrew S. Russell
ANDREW S. RUSSELL, P.E.

City, State, Zip: KALAMAZOO, MI 49009

Phone: 269-250-5991

PETITION FOR STREET/ALLEY CLOSING

To the Honorable Mayor
and Members of the City Council
City of Jackson, Michigan:

We the undersigned, being all of the persons owning property abutting on the street or alley, more particularly described as:

THE SOUTH 152 FT OF A 20 FOOT WIDE ALLEY RUNNING NORTH AND SOUTH AND LYING EAST OF LOTS 1 THROUGH 4 AND WEST OF LOT 8; ALSO THE WEST 63 FEET OF A 20 FOOT WIDE ALLEY RUNNING EAST AND WEST AND LYING SOUTH OF LOTS 7 AND 10 AND NORTH OF LOTS 8 AND 9, BLOCK 2 EATON'S EAST ADDITION TO THE CITY OF JACKSON, JACKSON COUNTY, STATE OF MICHIGAN.

do hereby respectfully petition your honorable body to close and vacate said street or alley. The said street or alley has been dedicated as a public street or alley.

With respect to any taxes or special assessments levied or assessed against any property included in said street or alley, we and each of us do hereby waive any and all questions, claims or controversies relative to such taxes or special assessments which have or may hereafter be levied or assessed upon any part of the lands embraced in said street or alley, and we hereby assume and agree to pay all such taxes or special assessments thereon, and we further hereby consent to the vacating of the aforesaid street or alley.

NOTE: All persons interested either jointly or individually by deed or contract in relation to any property abutting on the street or alley proposed to be vacated are required to sign and date the above petition:

OWNER OF PROPERTY & SIGNATURE/DATE	DESCRIPTION OF PROPERTY	LINEAL FEET OF FRONTAGE*
ADNAN BAGHAL INVESTMENTS LLC 205 PAGE AVE STE B JACKSON MI 49201	0399, 0400, 0402 N 23 FT OF LOT 3, ALL OF LOTS 4 & 5 & THE W 85.7 FT OF LOT 6, ALSO THE WLY PORTION OF VACATED ALLEY LYING ELY OF LOT 5 & THE NLY 46.14 FT OF LOT 4, BLK 2, EATON' EAST ADD PARCEL #6-040100000 205 PAGE AVE, JACKSON, MI 49201 L/P 2144-0046	53
TAMER BAGHAL T. Rossell		12/12/24
ADNAN BAGHAL INVESTMENTS LLC 205 PAGE AVE STE B JACKSON MI 49201	0399, 0397 LOTS 1 & 2 & THE S 21 FT OF LOT 3, BLK 2, EATON'S EAST ADD PARCEL #6-039800000 211 PAGE AVE, JACKSON, MI 49201 L/P 2144-0046	109
TAMER BAGHAL T. Rossell		12/12/24

*Needed for street vacations only.

Petition Circulated By:

Name: AR ENGINEERING

Date: 12.10.24

Address: 5725 VENTURE PARK DR., STE A

Signature: Andrew S. Rossell, P.E.

City, State, Zip: KALAMAZOO, MI 49009

Phone: 269-250-5991

PETITION FOR STREET/ALLEY CLOSING By _____

To the Honorable Mayor
and Members of the City Council
City of Jackson, Michigan:

We the undersigned, being all of the persons owning property abutting on the street or alley, more particularly described as:

THE SOUTH 152 FT OF A 20 FOOT WIDE ALLEY RUNNING NORTH AND SOUTH AND LYING EAST OF LOTS 1 THROUGH 4 AND WEST OF LOT 8; ALSO THE WEST 63 FEET OF A 20 FOOT WIDE ALLEY RUNNING EAST AND WEST AND LYING SOUTH OF LOTS 7 AND 10 AND NORTH OF LOTS 8 AND 9, BLOCK 2 EATON'S EAST ADDITION TO THE CITY OF JACKSON, JACKSON COUNTY, STATE OF MICHIGAN.

do hereby respectfully petition your honorable body to close and vacate said street or alley. The said street or alley has been dedicated as a public street or alley.

With respect to any taxes or special assessments levied or assessed against any property included in said street or alley, we and each of us do hereby waive any and all questions, claims or controversies relative to such taxes or special assessments which have or may hereafter be levied or assessed upon any part of the lands embraced in said street or alley, and we hereby assume and agree to pay all such taxes or special assessments thereon, and we further hereby consent to the vacating of the aforesaid street or alley.

NOTE: All persons interested either jointly or individually by deed or contract in relation to any property abutting on the street or alley proposed to be vacated are required to sign and date the above petition:

OWNER OF PROPERTY & SIGNATURE/DATE	DESCRIPTION OF PROPERTY	LINEAL FEET OF FRONTAGE*
CITY OF JACKSON 161 W MICHIGAN AVE JACKSON MI 49201	LOT 8 BLK 2 EATON'S EAST ADD PARCEL #6-040600000 1206 DEYO ST, JACKSON, MI 49201 L/P 2131-980	176
		

*Needed for street vacations only.

Petition Circulated By:

Name: AR ENGINEERING

Address: 5725 VENTURE PARK DR, STE A

City, State, Zip: KALAMAZOO, MI 49009

Date: 12.10.24

Signature 
ANDREW S. ROSSELL, P.E.

Phone: 269-250-5991

PETITION FOR STREET/ALLEY CLOSING

To the Honorable Mayor
and Members of the City Council
City of Jackson, Michigan:

We the undersigned, being all of the persons owning property abutting on the street or alley, more particularly described as:

THE SOUTH 152 FT OF A 20 FOOT WIDE ALLEY RUNNING NORTH AND SOUTH AND LYING EAST OF LOTS 1 THROUGH 4 AND WEST OF LOT 8; ALSO THE WEST 63 FEET OF A 20 FOOT WIDE ALLEY RUNNING EAST AND WEST AND LYING SOUTH OF LOTS 7 AND 10 AND NORTH OF LOTS 8 AND 9, BLOCK 2 EATON'S EAST ADDITION TO THE CITY OF JACKSON, JACKSON COUNTY, STATE OF MICHIGAN.

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With respect to any taxes or special assessments levied or assessed against any property included in said street or alley, we and each of us do hereby waive any and all questions, claims or controversies relative to such taxes or special assessments which have or may hereafter be levied or assessed upon any part of the lands embraced in said street or alley, and we hereby assume and agree to pay all such taxes or special assessments thereon, and we further hereby consent to the vacating of the aforesaid street or alley.

NOTE: All persons interested either jointly or individually by deed or contract in relation to any property abutting on the street or alley proposed to be vacated are required to sign and date the above petition:

OWNER OF PROPERTY & SIGNATURE/DATE	DESCRIPTION OF PROPERTY	LINEAL FEET OF FRONTAGE*
SAMIA F ALMAHAINI 747 EAGLE AVE ANN ARBOR MI 48103	LOT 9 BLK 2 EATON'S EAST ADD PARCEL #6-040700000 1208 DEYO ST, JACKSON, MI 49201 L/P 2236-0014	19
SAMIA ALMAHAINI		12/12/24

*Needed for street vacations only.

Petition Circulated By:

Name: AR ENGINEERINGDate: 12.10.24

Address: 5125 VENTURE PARK DR., STEASignature: ANDREW S. ROSSELL, P.E.

City, State, Zip: KALAMAZOO, MI 49009Phone: 269-250-5991





MEMO TO: Mayor and City Councilmembers

FROM: Jonathan Greene, City Manager

DATE: January 28, 2025

SUBJECT: AR Write Off

Recommendation:

Approve annual write-off recommendations from the City Attorney and Finance Department.



DEPARTMENTAL REPORT

MEMO TO: Jonathan Greene, City Manager

FROM: Matt Hagerty, City Attorney

DATE: January 28, 2025

RECOMMENDATION:

ISSUE STATEMENT

Attached is a memorandum from Finance Director Heather Ehnis requesting a write-off for the list of debts attached to her memorandum.

This action is being recommended because the collection efforts regarding the Invoice Write-Off List are becoming impracticable and collection unlikely without further action beyond collection letters.

DESCRIBE THE CONSEQUENCES

When an invoice is issued by the City, the invoiced amount is automatically recognized as revenue for the City. If an invoice goes unpaid by the invoiced party, the City will take steps to collect the invoice. Attempting to collect on these unpaid invoices takes up a large amount of work time for City employees. This time is generally much better spent addressing other City-related matters.

OWNERSHIP

In accordance with City of Jackson Resolution, if six (6) years have passed and an invoice has not been paid in full, the Finance Department will seek approval to write off the invoice. These unpaid invoices are known as "uncollectible accounts." These uncollectible accounts are entered into the attached Invoice Write-Off List.

The Invoice Write-Off List is comprised of:

1. Amounts where the invoiced party has their debts discharged through bankruptcy;
2. Amounts that have been turned over to the City's collection agency and remain unpaid after two years or longer;
3. Amounts where the invoiced party is no longer in business; and
4. Amounts where the invoiced party is deceased and there is no estate.

SOLUTION

Revenue is recognized at the time an invoice is generated and posted to the respective department's budget. When an invoice is uncollectible, it is then written off as an expense to the originating department. Provisions for write-offs have been made in the budgets.

The debt is still owed by the debtors; however, the City will no longer send monthly invoice statements to the debtors.

FACILITATE IMPLEMENTATION

The City Attorney's Office and the Finance Department recommend approval of the Accounts Receivable Write Offs.

ATTACHMENTS: Memo from Heather Ehnis
Invoice Write Off List

ATTACHMENTS

1. Finance Write-off Request

October 29, 2024

TO: Matthew Hagerty, City Attorney
FROM: Heather Ehnis, Finance Director
RE: Accounts Receivable Write-Off

Attached for your review is a listing of the City's accounts receivable prepared by the Finance Department. These invoices are comprised of:

- 1) Amounts where the invoiced party has had their debts discharged through bankruptcy,
- 2) Amounts that have been turned over to the City's collection agency and remain unpaid after two years or longer, 2023 Invoices are included due to new collection agency stating likelihood of collection is very poor,
- 3) Amounts where the invoiced party is no longer in business, and
- 4) Amounts where the invoiced party is deceased and there is no estate.

I do not believe that collection efforts should be continued with regards to invoices on this listing due to impracticality and the unlikelihood of collection. Therefore, in accordance with the City's current policy, I am forwarding this listing to your office for your review and your subsequent recommendation to the City Council that they be approved for write-off.

Please let me know if you have any questions regarding this issue.

Thank you in advance.

Invoice Date	Invoice #	Code	Invoiced To	Total Due
11/21/2013	1300012811	Water	Weaver, Wendy Lee	\$1,212.51
12/22/2015	1500018242	Code	Lubana, Judith	\$39,609.42
10/27/2016	1600019759	TRMS	Jones Motor Co Inc	\$3,191.84
4/20/2017	1700020624	Code	Oliver, Ella	\$19,001.03
8/16/2018	1800023069	EngBI2	Conner, Hayley	\$501.03
9/20/2018	1800023178	DPWM	Stockard, Phyllis	\$336.26
9/20/2018	1800023210	EngBI2	Powers, Kenneth	\$960.46
12/13/2018	1800023441	Code	Thomas, John	\$31,900.00
12/13/2018	1800023442	Code	321 W Mason	\$31,548.45
12/17/2018	1800023448	DPWMI	Thomas, John	\$2,252.99
12/17/2018	1800023468	DPWM	Wingart, Rick/Nora	\$351.12
2/12/2019	1900023773	DPWM	Coppernoll Estate, Brenda	\$344.36
3/15/2019	1900023832	EngBI2	Fitzgerald, Daniel	\$165.31
3/15/2019	1900023835	DPWM	Brown Jr, Jerry	\$340.98
3/15/2019	1900023842	DPWM	Searles, Stephen/Felice	\$340.98
3/19/2019	1900023852	DPWM	Fetters, Tara	\$361.26
3/19/2019	1900023855	DPWM	Powell Jr, Richard	\$340.98
3/19/2019	1900023856	DPWM	Young, Paul/Ann	\$340.98
3/19/2019	1900023864	DPWM	Wingart, Rick Estate	\$340.98
3/19/2019	1900023865	DPWM	Jasaitis, Jonathan Trust	\$432.24
3/19/2019	1900023866	DPWM	Lakeview Loan Servicing	\$340.98
3/19/2019	1900023870	DPWM	Grammatico, Jason/Emily	\$361.26
3/19/2019	1900023878	DPWM	Burke, Theresa Etal	\$361.26
4/18/2019	1900023927	EngBI2	Zumela, Leticia	\$372.85
4/23/2019	1900023931	DPWM	Boocher, Robert/Brenda	\$337.60
4/23/2019	1900023951	DPWM	McQuin, Theola	\$357.88
4/24/2019	1900023960	DPWM	Smith, Jeremy	\$357.88
4/24/2019	1900023965	Weed	Graham, Dennis	\$212.60
4/24/2019	1900023966	Weed	Kaminski, Mark Etal	\$246.18
5/29/2019	1900024021	Weed	Crawley, Andria M	\$203.50
5/29/2019	1900024027	Weed	White, Warren E	\$215.14
5/30/2019	1900024031	Weed	Grammatico, Jason/Emily	\$400.50
6/6/2019	1900024053	Police	Griffen III, Jesse James	\$122.50
6/17/2019	1900024091	Weed	Smith, Jeremy	\$201.56
6/17/2019	1900024092	Weed	Vince Estate, Beverly	\$281.84
6/17/2019	1900024093	Weed	INOC Llc	\$299.12

6/19/2019	1900024094	Weed	Fetters, Tara	\$299.12
6/19/2019	1900024095	Weed	DTH Reo Inc	\$373.76
6/24/2019	1900024127	Weed	Acqura Loan Services	\$299.12
6/24/2019	1900024139	Weed	McQuin, Theola	\$396.68
6/24/2019	1900024141	Weed	Burke, Theresa Etal	\$299.12
6/24/2019	1900024151	Weed	USA Home Buyer Inc	\$557.42
6/24/2019	1900024155	Weed	Blackwell, Silas Deanderson	\$299.12
6/24/2019	1900024157	Weed	Meeks Estate, Kenneth	\$373.76
6/24/2019	1900024158	Weed	Boyer, Jacob	\$377.58
6/24/2019	1900024165	Weed	Quick Cash Realty LLc	\$396.68
6/24/2019	1900024166	Weed	Haywood, Bryan	\$396.68
6/25/2019	1900024173	Weed	Friedland, Paul/Caren	\$445.22
6/25/2019	1900024183	Weed	P & M Investments	\$299.12
6/27/2019	1900024216	DPWM	Taylor, Tommy Lee	\$330.84
6/27/2019	1900024230	DPWM	Murguia, Jesus/Heather	\$351.12
6/27/2019	1900024257	DPWM	Edick, Kelly	\$422.10
6/28/2019	1900024268	Weed	Singh, Ghotra LLc	\$396.68
6/28/2019	1900024269	Weed	Singh, Ghotra LLc	\$396.68
6/28/2019	1900024278	Weed	Johansen, Anthony	\$299.12
7/10/2019	1900024322	Weed	Smith Estate, Jerry	\$199.62
7/10/2019	1900024327	Weed	Patterson Estate, Lora Lynn	\$705.36
7/10/2019	1900024330	Weed	Rappaccini Trust LLc	\$440.94
7/10/2019	1900024332	Weed	Myatt, Brian	\$392.86
7/10/2019	1900024333	Weed	Pacunas, Alban	\$392.86
7/10/2019	1900024345	Weed	Brock (Davis) Michele	\$247.93
7/15/2019	1900024349	Weed	Burkhart Joint Living Family Trust	\$392.86
7/15/2019	1900024353	Weed	Embury, Debra	\$392.86
7/15/2019	1900024358	Weed	Vanderlip, Michael	\$296.24
7/15/2019	1900024361	Weed	Todd, Kenneth	\$369.94
7/15/2019	1900024367	Weed	Jasaitis, Jonathan Trust	\$296.24
7/18/2019	1900024390	Weed	Quick Cash Realty LLc	\$208.62
7/19/2019	1900024409	Weed	Pacunas, Alban	\$296.24
8/1/2019	1900024415	Weed	Acqura Loan Services	\$366.12
8/1/2019	1900024419	Weed	Rappaccini Trust LLc	\$233.47
8/1/2019	1900024428	Weed	Murphy, Faith	\$366.12
8/1/2019	1900024430	Weed	McQuin, Theola	\$366.12
8/9/2019	1900024493	Weed	P & M Investments	\$276.08

8/15/2019	1900024499	Weed	Elliott, Eric/Jessica	\$276.08
8/16/2019	1900024501	Weed	Murphy, Faith	\$231.06
8/16/2019	1900024502	Weed	Burke, Theresa Etal	\$233.47
8/19/2019	1900024514	Weed	Crawley, Andria M	\$231.06
8/19/2019	1900024516	Weed	Fetters, Tara	\$369.94
8/19/2019	1900024524	Weed	Harkness , Marilyn	\$442.52
8/22/2019	1900024545	DPWM	Patino, Rey	\$324.08
9/3/2019	1900024581	Police	Realty Income Corp	\$118.75
9/20/2019	1900024606	Weed	Keylink Global LLc	\$273.20
9/20/2019	1900024610	Weed	Singh, Ghotra LLc	\$273.20
9/20/2019	1900024611	Weed	Singh, Ghotra LLc	\$273.20
9/20/2019	1900024616	Weed	Jones, Lisa	\$362.30
9/20/2019	1900024618	Weed	USA Home Buyer Inc	\$362.30
9/20/2019	1900024619	Weed	Rappaccini Trust LLc	\$231.06
9/20/2019	1900024631	Weed	Myatt, Brian	\$362.30
10/9/2019	1900024650	Police	Patterson Douglas	\$117.50
10/14/2019	1900024687	DPWM	Searles, Stephen/Felice	\$317.32
10/14/2019	1900024690	DPWM	Seabrook, Michael/Nicole	\$317.32
10/14/2019	1900024694	DPWM	Haywood, Bryan	\$317.32
10/16/2019	1900024735	Weed	Smith, Tracy	\$273.38
10/17/2019	1900024761	Weed	Patterson Estate, Lora Lynn	\$358.48
10/17/2019	1900024768	Weed	Friedland, Paul/Caren	\$270.32
10/17/2019	1900024781	Weed	McQuin, Theola	\$270.32
10/17/2019	1900024783	Weed	Singh, Ghotra LLc	\$270.32
10/17/2019	1900024784	Weed	Singh, Ghotra LLc	\$270.32
10/30/2019	1900024809	Code	McQuin, Theola	\$332.56
11/13/2019	1900024837	Weed	Zevel LLc	\$441.75
11/15/2019	1900024849	Weed	USA Home Buyer Inc	\$267.44
11/15/2019	1900024854	Weed	Cortes, Francisco/Lucila	\$267.44
11/15/2019	1900024855	Weed	Whipple Estate, Glendola	\$267.44
11/15/2019	1900024864	Weed	P & M Investments	\$180.22
11/15/2019	1900024867	Weed	Worthey, Tosha	\$232.82
11/20/2019	1900024872	Weed	Zevel LLc	\$180.22
11/20/2019	1900024873	Weed	Singh, Ghotra LLc	\$267.44
11/20/2019	1900024874	Weed	Singh, Ghotra LLc	\$267.44
11/25/2019	1900024882	Weed	Murphy, Faith	\$267.44
11/26/2019	1900024892	Weed	Steiner-Williams, Erika	\$267.44

11/26/2019	1900024896	Weed	Boyer, Jacob	\$270.32
11/26/2019	1900024906	Weed	Inverse Asset Fnd Llc	\$267.44
11/27/2019	1900024919	Weed	Fetters, Tara	\$270.32
12/2/2019	1900024936	Police	Jackson Dental Investment Prop Llc	\$115.00
12/2/2019	1900024937	Police	Jackson Dental Investment Prop Llc	\$115.00
12/12/2019	1900024954	Weed	Swank Etal, Christopher	\$267.44
12/13/2019	1900024960	Weed	Zevel LLC	\$310.56
12/13/2019	1900024963	Weed	Acqura Loan Services	\$178.28
12/16/2019	1900024969	Weed	McQuin, Theola	\$221.42
12/16/2019	1900024972	Weed	Burke, Theresa Etal	\$223.83
12/16/2019	1900024978	Weed	Jones, Lisa	\$264.56
12/31/2019	1900024993	Fire	Denton, Erna	\$57.56
12/31/2019	1900025003	Fire	Body Works Reconditioning	\$57.56
12/31/2019	1900025040	Fire	Starboard Group Great Lakes	\$57.56
12/31/2019	1900025053	Fire	Starboard Group Great Lakes	\$57.56
12/31/2019	1900025056	Fire	Tripp, Valerie	\$57.56
12/31/2019	1900025064	Fire	Springboard Group Great Lakes	\$57.56
12/31/2019	1900025088	Fire	Simple Petroleum Inc	\$57.56
12/31/2019	1900025139	Fire	Ryder Truck Rental	\$115.00
12/30/2019	1900025220	EngBI2	Belcher, Donnavon Duane	\$208.69
1/3/2020	2000025250	DPWM	Cannon Estate, James	\$439.00
1/7/2020	2000025266	Water	Lafond, Gary Allen	\$246.36
2/6/2020	2000025299	ComDev	Fannie Mae	\$375.43
2/6/2020	2000025319	Police	Marshall, Sky	\$113.75
2/18/2020	2000025334	DPWM	Mohammad, Chaudri	\$457.81
4/6/2020	2000025376	Police	Jackson Dental Investment Prop Llc	\$111.25
4/27/2020	2000025406	DPWM	Walker, Tasha	\$300.42
4/27/2020	2000025409	DPWM	Holmes, Kevin	\$364.64
4/27/2020	2000025415	DPWM	Curry Estate, William/Geraldine	\$300.42
4/27/2020	2000025416	DPWM	Essex, Amerle/Dennis	\$364.64
4/27/2020	2000025417	DPWM	Inverse Asset Fnd Llc	\$300.42
4/27/2020	2000025424	DPWM	Smith, Jeremy	\$300.42
4/27/2020	2000025436	DPWM	Olson, Jeremy	\$300.42
4/27/2020	2000025443	DPWM	Grammatico, Jason/Emily	\$300.42
5/14/2020	2000025515	Police	Cooley, Travis	\$110.00
5/27/2020	2000025551	TRMS	Guinn, Talisha Marie	\$824.41
6/8/2020	2000025559	Weed	Zevel LLC	\$250.16

6/8/2020	2000025560	Weed	Tiffany, Michael	\$304.88
6/8/2020	2000025563	Weed	Inverse Asset Fnd Llc	\$250.16
6/8/2020	2000025568	Weed	Whipple Estate, Glendola	\$250.16
6/8/2020	2000025569	Weed	Smith, Jeremy	\$250.16
6/8/2020	2000025570	Weed	Connors, James	\$331.74
6/9/2020	2000025582	Weed	White, Warren E	\$331.74
6/9/2020	2000025584	Weed	Pacunas, Alban	\$331.74
6/9/2020	2000025585	Weed	Myatt, Brian	\$250.16
6/9/2020	2000025587	Weed	Cortes, Francisco/Lucila	\$250.16
6/9/2020	2000025590	Weed	Acqura Loan Services	\$250.16
6/9/2020	2000025592	Weed	Klavon Estate, Christopher	\$250.16
6/9/2020	2000025596	Weed	Lafond, Gary Allen	\$404.32
6/9/2020	2000025600	Weed	Bradshaw Estate, Porter/Matilda	\$404.32
6/9/2020	2000025603	Weed	Bariboglu, Sadie	\$503.50
6/23/2020	2000025657	Water	Reed, Cliff Dewayne	\$3,572.89
7/2/2020	2000025693	Water	Arellano, Krista Margaret	\$440.82
7/1/2020	2000025698	Weed	Schmeltz, Brenda	\$302.00
7/1/2020	2000025705	Weed	Singh, Ghotra LLc	\$327.92
7/1/2020	2000025706	Weed	Singh, Ghotra LLc	\$327.92
7/2/2020	2000025709	Weed	Huron Valley Assoc	\$247.28
7/2/2020	2000025718	Weed	Fetters, Tara	\$247.28
7/2/2020	2000025726	Weed	Pierson, Joshua	\$302.00
7/2/2020	2000025727	Weed	Tribal Associates Group	\$302.00
7/2/2020	2000025730	Weed	Brock (Davis) Michele	\$327.92
7/2/2020	2000025731	Weed	Visser, Laurie	\$247.28
7/2/2020	2000025746	Weed	Burkhart Joint Living Family Trust	\$247.28
7/2/2020	2000025749	Weed	Kota Investments Llc	\$302.00
7/2/2020	2000025751	Weed	Bariboglu, Sadie	\$400.50
7/6/2020	2000025763	Weed	Sullivan, Caprina	\$302.00
7/6/2020	2000025766	Weed	Wedlock, Mary	\$498.75
7/6/2020	2000025769	Weed	Rose, David	\$498.75
7/7/2020	2000025772	Weed	Walker, Tasha	\$327.92
7/7/2020	2000025774	Weed	McQuin, Theola	\$327.92
7/7/2020	2000025776	Weed	Burke, Theresa Etal	\$247.28
7/7/2020	2000025785	Weed	Baughey, Heather	\$302.00
7/7/2020	2000025790	Weed	Holmes, Kevin	\$302.00
7/7/2020	2000025798	Weed	Bowns, Robert	\$302.00

7/7/2020	2000025802	Weed	Patterson Estate, Lora Lynn	\$327.92
7/7/2020	2000025803	Weed	Essex, Amerle/Dennis	\$302.00
7/7/2020	2000025807	Weed	Ochoa, Cheri	\$327.92
7/7/2020	2000025809	Weed	Chaffin Jr, Charles	\$302.00
7/7/2020	2000025815	Weed	INOC Llc	\$327.92
7/7/2020	2000025818	Weed	Haywood, Bryan	\$247.28
7/7/2020	2000025819	Weed	Davis, Donald/Rhonda	\$400.50
7/7/2020	2000025821	Weed	West Estate, Cheryl/Richard	\$302.00
7/7/2020	2000025838	Weed	Tiffany, Michael	\$302.00
7/17/2020	2000025851	Water	Walnut Ridge	\$12.00
7/17/2020	2000025852	Water	Walnut Ridge	\$36.00
7/17/2020	2000025902	Weed	Quick Cash Realty LLc	\$206.96
7/17/2020	2000025904	Weed	Grammatico, Jason/Emily	\$327.92
7/17/2020	2000025905	Weed	Smith, Jeremy	\$247.28
7/21/2020	2000025912	Weed	Smith, Jeremy	\$327.92
7/21/2020	2000025916	Weed	Rappaccini Trust LLc	\$247.28
7/21/2020	2000025928	Weed	P & M Investments	\$327.92
7/23/2020	2000025943	Weed	Mesa, Lissely	\$400.50
7/23/2020	2000025945	Weed	Bariboglu, Sadie	\$400.50
7/24/2020	2000025950	Weed	Rose, David	\$302.00
7/24/2020	2000025955	Weed	INOC Llc	\$302.00
7/24/2020	2000025957	Weed	Holmes, Kevin	\$302.00
7/24/2020	2000025961	Weed	Smith, Tracy	\$206.96
7/24/2020	2000025963	Weed	Prather, Joe/Tammy	\$400.50
7/24/2020	2000025970	Weed	Young Jr, Freddie	\$247.28
7/24/2020	2000025973	Weed	Tribal Associates Group	\$400.50
8/7/2020	2000026019	TRMS	Hampton, Taylor Christina	\$125.12
8/25/2020	2000026038	Weed	Wallace, Clinton	\$299.12
8/26/2020	2000026045	Weed	D'Haene, Daniel/Evelyn	\$299.12
8/27/2020	2000026053	Weed	Haywood, Bryan	\$264.56
8/27/2020	2000026054	Weed	Tiffany, Michael	\$264.56
8/27/2020	2000026055	Weed	James, Kenyarda	\$350.84
8/27/2020	2000026057	Weed	Krzeczkowski, Mak	\$299.12
8/27/2020	2000026071	Weed	Wedlock, Mary	\$264.56
8/27/2020	2000026074	Weed	Bowns, Robert	\$264.56
9/16/2020	2000026097	Weed	Winn, Lynn	\$651.44
9/16/2020	2000026099	Weed	Curtis, Matthew	\$296.24

9/16/2020	2000026112	Weed	Kota Investments Llc	\$261.68
9/16/2020	2000026115	Weed	Bradshaw Estate, Porter/Matilda	\$347.02
9/16/2020	2000026118	Weed	Jones, Michael	\$261.68
9/16/2020	2000026119	Weed	Bariboglu, Sadik	\$261.68
9/17/2020	2000026120	Weed	Tribal Associates Group	\$219.01
9/17/2020	2000026122	Weed	Powell Estate, Ronald	\$392.86
9/17/2020	2000026132	Weed	INOC Llc	\$219.01
9/29/2020	2000026140	Weed	Darrow Estate, Thomas	\$247.93
9/29/2020	2000026141	Weed	D'Haene, Daniel/Evelyn	\$296.24
9/29/2020	2000026149	Weed	Isaac, Amanda	\$176.34
9/29/2020	2000026151	DPWM	Sanchez, Joel	\$113.86
9/29/2020	2000026152	DPWM	Pearce, Christopher	\$347.74
9/29/2020	2000026154	DPWM	Mesa, Lissely	\$307.18
10/1/2020	2000026160	Code	Holmes, Kevin	\$1,153.34
10/1/2020	2000026171	Police	Jackson Dental Investment Prop Llc	\$112.50
10/1/2020	2000026178	Weed	Brown, Hershel/Tammie	\$293.36
10/1/2020	2000026186	Weed	D'Haene, Daniel/Evelyn	\$293.36
10/1/2020	2000026190	Weed	Collado Property Mgmt & Co	\$293.36
10/1/2020	2000026198	Weed	Foster, Nathan	\$343.20
10/1/2020	2000026201	Weed	Bariboglu, Sakik	\$258.80
10/15/2020	2000026230	DPWM	Smith, Myron/Nancy	\$2,463.44
10/15/2020	2000026231	DPWM	Macpherson-Wingart, Beth Ann	\$1,346.27
10/29/2020	2000026249	DPWM	Smith, Tracy	\$303.80
11/5/2020	2000026253	Code	Vanderlip, Michael	\$17,400.00
11/12/2020	2000026284	Police	Simple Petroleum Inc	\$111.25
11/12/2020	2000026296	DPWM	Patino, Rey	\$300.42
12/31/2020	2000026307	Fire	Denton, Erna	\$55.04
12/31/2020	2000026314	Fire	B-Z-B Café	\$55.04
12/31/2020	2000026330	Fire	Midas Inc	\$55.04
12/31/2020	2000026365	Fire	Tripp, Valerie	\$55.04
12/31/2020	2000026391	Fire	Simple Petroleum Inc	\$55.04
12/31/2020	2000026403	Fire	Foster's Tire and Automotive Service	\$55.04
12/31/2020	2000026407	Fire	House of Johnson Funeral Home	\$82.52
12/31/2020	2000026441	Fire	Ryder Truck Rental	\$110.00
11/20/2020	2000026465	Weed	Michigan Hot Rod Llc	\$71.39
11/20/2020	2000026466	Weed	Tribal Associates Group	\$214.19
11/23/2020	2000026474	Weed	Wallace, Clinton	\$243.11

11/23/2020	2000026475	Weed	Wedlock, Mary	\$339.38
11/23/2020	2000026483	Weed	Rose, David	\$255.92
11/23/2020	2000026486	Weed	Holmes, Kevin	\$214.19
11/24/2020	2000026492	Weed	Finch Estate, Josephine	\$290.48
11/24/2020	2000026493	Weed	Finch Estate, Josephine	\$290.48
11/24/2020	2000026502	Weed	Darrow Estate, Thomas	\$243.11
12/4/2020	2000026513	Code	Isaac, Amanda	\$126.52
12/4/2020	2000026522	Police	Carney, Chelsea	\$110.00
12/4/2020	2000026537	DPWM	Tiffany, Michael	\$297.04
12/7/2020	2000026539	DPWM	D'Haene, Daniel/Evelyn	\$337.60
12/9/2020	2000026543	LGHT	Calareso, Russell	\$6,995.14
12/18/2020	2000026562	Police	Hiestand, Sherry	\$110.00
12/18/2020	2000026565	Police	Simple Petroleum Inc	\$110.00
12/17/2020	2000026577	Weed	Wadsworth, Julie	\$287.60
1/4/2021	2100026580	TRMS	Taylor, Trisha Ann	\$123.77
1/7/2021	2100026586	Code	Smith, Myron/Nancy	\$206.00
1/7/2021	2100026587	Police	Jackson Dental Investment Prop Llc	\$108.75
1/22/2021	2100026623	LGHT	Golembiewski, Deveshia	\$6,625.20
1/29/2021	2100026630	Water	Soto, Kalaisha	\$4,845.45
2/2/2021	2100026674	TRMS	Hazelett, Terrica	\$94.91
2/2/2021	2100026676	TRMS	Luppo, Rebecca	\$123.00
2/2/2021	2100026677	TRMS	AAA	\$61.77
2/19/2021	2100026696	DPWM	Trombley, Dustin	\$327.46
2/26/2021	2100026716	Police	Green, Daryl	\$128.75
3/15/2021	2100026742	DPWM	Watkins, Donald	\$324.08
3/18/2021	2100026758	Police	Jackson Dental Investment Prop Llc	\$127.50
4/1/2021	2100026782	Water	Williams, Jimmie	\$457.54
4/16/2021	2100026790	TRMS	Harget, Autumn	\$154.79
4/16/2021	2100026794	DPWM	Atzenhover, Sara	\$4,406.69
5/14/2021	2100026858	DPWM	Wright, Clark James	\$159.89
5/14/2021	2100026859	LGHT	Coffey, Stephen	\$7,174.37
5/14/2021	2100026864	Weed	Howard, Latoya	\$270.32
5/14/2021	2100026865	Weed	Gordon, Jeremy/Rhonda	\$362.04
5/14/2021	2100026867	Weed	Darrow Estate, Thomas	\$182.16
5/24/2021	2100026879	Weed	D'Haene, Daniel/Evelyn	\$270.32
5/25/2021	2100026887	Weed	Porras, John	\$226.24
5/25/2021	2100026888	Weed	Porras, John	\$182.16

5/25/2021	2100026890	Weed	D'Haene, Daniel/Evelyn	\$182.16
5/25/2021	2100026892	Weed	Smith, Myron/Nancy	\$314.40
6/3/2021	2100026910	Weed	Wadsworth, Julie	\$267.44
6/3/2021	2100026921	Weed	Benson, Kevin	\$223.83
6/3/2021	2100026924	Weed	INOC Llc	\$223.83
6/3/2021	2100026928	Weed	Essex, Amerle/Dennis	\$267.44
6/3/2021	2100026929	Weed	Douglas, Andrew/Close, Misty	\$267.44
6/7/2021	2100026963	Weed	Curtis, Matthew	\$267.44
6/7/2021	2100026991	Weed	Finch Estate, Josephine	\$223.83
6/7/2021	2100026993	Weed	Finch Estate, Josephine	\$223.83
6/7/2021	2100027002	Weed	Surplus Asset Specialists Inc	\$267.44
6/7/2021	2100027004	Weed	Powell Estate, Ronald	\$354.66
6/8/2021	2100027009	DPWM	Nelson, Christopher	\$255.88
6/8/2021	2100027011	DPWM	Bemer, Stephen	\$313.94
6/8/2021	2100027020	DPWM	Donnelly, Lorena	\$313.94
6/8/2021	2100027023	DPWM	Reed, Cliff Dewayne	\$313.94
6/17/2021	2100027050	Weed	Brown, Hershel/Tammie	\$267.44
6/17/2021	2100027051	Weed	Benson, Kevin	\$180.22
6/17/2021	2100027063	Weed	Krzeczkowski, Mak	\$267.44
6/30/2021	2100027082	Weed	Howard, Latoya	\$267.44
6/30/2021	2100027083	Weed	Gordon, Jeremy/Rhonda	\$270.96
6/30/2021	2100027084	Weed	Winn, Lynn	\$406.94
6/30/2021	2100027099	Weed	Darrow Estate, Thomas	\$267.44
6/30/2021	2100027110	Weed	Baker, Todd	\$223.83
7/2/2021	2100027121	Code	McDowell, Joshua	\$13,510.00
7/7/2021	2100027142	Weed	D'Haene, Daniel/Evelyn	\$264.56
7/7/2021	2100027160	Weed	Bradley, Jerimie	\$350.84
7/12/2021	2100027166	Weed	Fletcher, Tonya	\$264.56
7/12/2021	2100027175	Weed	INOC Llc	\$221.42
7/12/2021	2100027180	Weed	Cheap Lands Inc	\$264.56
7/12/2021	2100027182	Weed	Surplus Asset Specialists Inc	\$264.56
7/12/2021	2100027184	Weed	Lock, Randy	\$350.84
7/12/2021	2100027191	Weed	Leutz, Beatrice	\$307.70
7/28/2021	2100027205	Water	Walnut Ridge	\$20.00
7/28/2021	2100027207	Police	Hubbard, Buddy	\$122.50
7/28/2021	2100027224	Water	Walnut Ridge	\$40.00
8/2/2021	2100027236	Weed	Bunker, Heidi	\$290.48

8/2/2021	2100027243	DPWM	Jones, Jerome	\$215.02
8/2/2021	2100027245	DPWM	Nix-Jeffries, Terri	\$429.57
8/3/2021	2100027252	Weed	Erdem, Hayri	\$243.11
8/3/2021	2100027254	Weed	Smith, Myron/Nancy	\$290.48
8/3/2021	2100027259	Weed	Finch Estate, Josephine	\$243.11
8/3/2021	2100027260	Weed	Finch Estate, Josephine	\$243.11
8/3/2021	2100027278	Weed	Wallace, Clinton	\$285.48
8/3/2021	2100027311	Water	Walnut Ridge	\$20.00
8/5/2021	2100027327	DPWM	Douglas, Andrew/Close, Misty	\$340.98
8/16/2021	2100027353	Weed	Kalyoncuoglu, Ahmet	\$269.62
8/16/2021	2100027360	Weed	D'Haene, Daniel/Evelyn	\$195.74
8/16/2021	2100027371	Weed	Powell Estate, Ronald	\$337.85
8/16/2021	2100027374	Weed	Walker, Rachelle	\$243.11
9/14/2021	2100027470	Weed	Darrow Estate, Thomas	\$240.70
9/14/2021	2100027473	Weed	Lock, Randy	\$381.40
9/29/2021	2100027482	Police	J2D LLC	\$120.00
10/6/2021	2100027501	Weed	Hilltop Investments LLC	\$284.72
10/6/2021	2100027506	Weed	Cheap Lands Inc	\$284.72
10/6/2021	2100027512	Weed	Finch Estate, Josephine	\$238.29
10/6/2021	2100027513	Weed	Finch Estate, Josephine	\$238.29
10/13/2021	2100027536	DPWM	Wilson, Donald	\$334.22
10/17/2022	2100027551	Weed	Fletcher, Tonya	\$238.29
10/17/2021	2100027564	Weed	Powell Estate, Ronald	\$238.29
10/17/2021	2100027566	Weed	Winn, Lynn	\$377.58
10/17/2021	2100027572	Weed	Brown, Hershel/Tammie	\$238.29
10/17/2021	2100027574	Weed	Collado Property Mgmt & Co	\$284.72
10/17/2021	2100027583	Weed	Rice, Annamarie	\$377.58
10/17/2021	2100027585	Weed	Shannon Estate, Mary	\$238.29
10/17/2021	2100027590	Weed	Wilson, Donald	\$284.72
10/17/2021	2100027596	Weed	Wadsworth, Julia	\$284.72
10/17/2021	2100027604	Weed	Darrow Estate, Thomas	\$238.29
10/18/2021	2100027609	Weed	Sims Estate, Gregory	\$377.58
10/18/2021	2100027618	Weed	D'Haene, Daniel/Evelyn	\$238.29
10/18/2021	2100027626	Weed	4 Sure Property Mgt LLC	\$238.29
10/22/2021	2100027642	Police	Wolv Tech & Certainteed	\$118.75
11/5/2021	2100027676	Code	D'Haene, Daniel/Evelyn	\$1,129.44
11/5/2021	2100027681	Weed	Howard, James/Nicole	\$327.80

11/5/2021	2100027682	Weed	Porras, John	\$235.88
11/5/2021	2100027685	Weed	Erdem, Hayri	\$235.88
11/5/2021	2100027689	Weed	Micale, Muhammad	\$235.88
11/9/2021	2100027697	Weed	Bemer, Stephen	\$281.84
11/10/2021	2100027708	TRMS	Moore, Sebastian Dean	\$222.77
11/10/2021	2100027709	TRMS	Eversole, Renee Marie	\$529.97
11/10/2021	2100027713	DPWM	Cole, Robert	\$731.83
11/16/2021	2100027714	Water	Mcconnell, Gregory	\$4,701.51
12/15/2021	2100027738	Fire	B-Z-B Café	\$58.19
12/15/2021	2100027749	Fire	Tifany Town LLc	\$58.19
12/15/2021	2100027754	Fire	Midas Inc	\$58.19
12/15/2021	2100027785	Fire	Starboard Group Great Lakes	\$58.19
12/15/2021	2100027788	Fire	Tripp, Valerie	\$58.19
12/15/2021	2100027794	Fire	Springboard Group Great Lakes	\$58.19
12/15/2021	2100027822	Fire	THL LLC	\$58.19
12/2/2021	2100027914	Code	Bemer, Steven	\$292.17
12/2/2021	2100027927	Police	Green, Daryl	\$116.25
12/2/2021	2100027928	Police	J & M Properties	\$116.25
12/2/2021	2100027929	Police	J & M Properties	\$116.25
12/6/2021	2100027950	LGHT	Budd, Chad	\$6,330.63
12/6/2021	2100027954	DPWM	Guzman, Domingo	\$1,895.42
12/9/2021	2100027966	DPWM	Bemer, Steven	\$600.23
12/20/2021	2100027970	Weed	D'Haene, Daniel/Evelyn	\$278.96
12/30/2021	2100027978	Code	Darrow Estate, Thomas	\$292.17
1/20/2022	2200028024	LGHT	Phillips, Kodi	\$5,846.11
2/3/2022	2200028046	Police	Jackson Dental Investment Prop Llc	\$113.75
2/3/2022	2200028047	Police	Johnson, Gerald	\$113.75
2/9/2022	2200028057	DPWM	Cole, Robert	\$1,196.62
2/16/2022	2200028064	TRMS	Lagrande, Tracy	\$22,442.57
2/17/2022	2200028068	Code	Pearce, Christopher	\$454.85
2/17/2022	2200028086	DPWM	Baker, Nicholas	\$320.70
2/17/2022	2200028093	DPWM	Lawson, Richard	\$320.70
2/17/2022	2200028095	DPWM	Mundinger, Shawndra	\$320.70
2/17/2022	2200028096	DPWM	Whitaker, Craig	\$320.70
3/22/2022	2200028131	DPWM	Thomas Estate, Daniel	\$317.32
3/22/2022	2200028139	DPWM	Flynn, David	\$317.32
3/22/2022	2200028144	DPWM	Cannon Estate, James	\$317.32

3/22/2022	2200028146	DPWM	Beck, Victor	\$317.32
3/22/2022	2200028147	DPWM	Fletcher, Tonya	\$317.32
3/22/2022	2200028149	DPWM	Wilson, Donald	\$317.32
4/1/2022	2200028159	Police	Riggins, Eric/Chelsea	\$111.25
4/1/2022	2200028160	Police	Cass, Nicholas/Melissa	\$111.25
4/1/2022	2200028161	Police	Smith, Conroy	\$111.25
4/1/2022	2200028162	Code	Pearce, Christopher	\$263.92
4/1/2022	2200028163	Code	Darrow Estate, Thomas	\$373.13
4/1/2022	2200028164	Code	D'Haene, Daniel/Evelyn	\$156.97
4/14/2022	2200028177	Code	G S & S Property LLC	\$41,500.00
5/6/2022	2200028206	Police	Phebus, Jason/Amanda	\$110.00
5/9/2022	2200028226	DPWM	Fisher, Marie	\$310.56
5/9/2022	2200028228	DPWM	Lawson, Richard	\$310.56
5/9/2022	2200028229	DPWM	Walters, Kevin	\$153.08
5/9/2022	2200028234	DPWM	Darrow Estate, Thomas	\$310.56
5/9/2022	2200028236	DPWM	Porras, John	\$310.56
5/10/2022	2200028246	DPWM	Jenkins, Elijah	\$927.23
5/11/2022	2200028249	DPWM	Darrow Estate, Thomas	\$707.17
5/11/2022	2200028250	Code	Pearce, Christopher	\$1,953.21
5/19/2022	2200028257	Code	Darrow Estate, Thomas	\$19,924.99
5/19/2022	2200028258	Code	Fisher, Marie	\$155.28
5/25/2022	2200028283	Weed	Twenter, Robert	\$276.12
5/25/2022	2200028288	Weed	Darrow Estate, Thomas	\$232.98
5/25/2022	2200028289	Weed	Sonic Investments LLC	\$189.84
5/26/2022	2200028309	Weed	Henegar, Cheryl/John	\$232.98
6/2/2022	2200028314	Code	Darrow Estate, Thomas	\$294.64
6/7/2022	2200028349	Weed	Darrow Estate, Thomas	\$230.44
6/7/2022	2200028357	Weed	Fisher, Marie	\$230.44
6/7/2022	2200028359	Weed	Peterson, Tiffany	\$273.11
6/7/2022	2200028370	Weed	Johnson, James Jr	\$230.44
6/7/2022	2200028371	Weed	Humphrey Estate, Nadine	\$273.11
6/8/2022	2200028400	Weed	Fitzpatrick, Andrew	\$230.44
6/17/2022	2200028425	Weed	Baker, Nicholas	\$230.44
6/17/2022	2200028434	Weed	Ruckle Estate, Stephen	\$230.44
6/21/2022	2200028486	Dpwm	Cannon Estate, James	\$307.18
6/21/2022	2200028490	DPWM	Darrow Estate, Thomas	\$307.18
6/21/2022	2200028491	DPWM	Ege Ronaldyn Lea	\$1,937.73

6/21/2022	2200028510	Weed	Mc Dowell, Joshua	\$227.90
7/11/2022	2200028519	Weed	Block, Reginald	\$270.10
7/19/2022	2200028557	Weed	Johnson Jr, James	\$354.50
7/19/2022	2200028568	Weed	Henegar, Cheryl/John	\$312.30
7/19/2022	2200028579	Weed	Overton, Jermaine	\$227.90
7/19/2022	2200028580	Weed	Blackout Construction LLc	\$227.90
7/19/2022	2200028585	Weed	Darrow Estate, Thomas	\$227.90
7/20/2022	2200028595	Weed	Sonic Investments LLC	\$227.90
7/20/2022	2200028597	Weed	Humphrey Estate, Nadine	\$270.10
7/20/2022	2200028598	Weed	Allen, Nancy	\$312.30
7/27/2022	2200028620	Code	Peterson, Tiffany	\$430.90
7/27/2022	2200028628	DPWM	Peterson, Tiffany	\$2,410.54
7/29/2022	2200028637	TRMS	McMiller, Rodney	\$380.91
7/29/2022	2200028639	LGHT	Johnson, Ernest	\$2,941.33
7/29/2022	2200028643	TRMS	Captian, Travis	\$161.72
8/3/2022	2200028660	Weed	Darrow Estate, Thomas	\$225.36
8/16/2022	2200028716	DPWM	Whitaker, Craig	\$300.42
8/24/2022	2200028733	Weed	Rodney Hamilton Investments Inc	\$225.36
8/24/2022	2200028738	Weed	Peterson, Tiffany	\$225.36
8/24/2022	2200028751	Weed	Francis & Prospect LLC	\$353.91
8/24/2022	2200028752	Weed	Andrew, Darryl	\$267.09
8/24/2022	2200028766	Weed	Kumy Holdings Llc	\$225.36
8/24/2022	2200028769	Weed	Beck, Victor	\$225.36
8/24/2022	2200028771	Weed	McDowell, Joshua	\$225.36
8/24/2022	2200028785	Weed	Block, Reginald	\$225.36
8/24/2022	2200028786	Weed	Johnson, James Jr	\$308.82
8/24/2022	2200028787	Weed	Humphrey Estate, Nadine	\$225.36
8/24/2022	2200028792	Weed	Upshaw, Vincent	\$267.09
8/25/2022	2200028808	Water	Walnut Ridge	\$120.00
9/7/2022	2200028851	TRMS	Pulley, Matthew	\$591.79
9/22/2022	2200028875	Police	Kayla, Dean	\$5,580.88
9/22/2022	2200028886	DPWM	Mundinger, Shawndra	\$1,225.22
9/22/2022	2200028892	DPWM	Humphrey Estate, Nadine	\$297.04
9/30/2022	2200028930	Weed	Sonic Investments LLC	\$225.36
9/30/2022	2200028934	Weed	Fitzpatrick, Andrew	\$225.36
9/30/2022	2200028936	Weed	Darrow Estate, Thomas	\$225.36
9/30/2022	2200028938	Weed	Thomas, John Trust	\$225.36

9/30/2022	2200028939	Weed	Global Real Investments LLC	\$225.36
10/20/2022	2200028967	DPWM	Rodney Hamilton Investments Inc	\$310.56
10/21/2022	2200028978	Code	Fisher, Marie	\$226.52
10/21/2022	2200028979	Code	Overton, Jermaine	\$155.28
10/21/2022	2200028981	Police	Williams, Jamie	\$115.00
10/21/2022	2200028991	Code	Humphrey Estate, Nadine	\$8,400.00
10/21/2022	2200028992	Code	Whitaker, Craig	\$297.88
11/3/2022	2200029003	Code	Fisher, Marie	\$550.64
11/3/2022	2200029004	Code	Fisher, Marie	\$153.59
11/3/2022	2200029008	Police	Williams, Jamie	\$113.75
11/7/2022	2200029019	Weed	Onugoren Iffet Serpil	\$230.44
11/7/2022	2200029023	Weed	Darrow Estate, Thomas	\$230.44
11/7/2022	2200029029	Weed	Herrera, Eduardo	\$230.44
11/7/2022	2200029053	Weed	Ruckle Estate, Stephen	\$230.44
11/8/2022	2200029069	Weed	Darrow Estate, Thomas	\$230.44
11/8/2022	2200029080	Weed	Furlong, Michael	\$230.44
11/10/2022	2200029098	DPWM	Lewin, Edward	\$307.18
11/10/2022	2200029101	DPWM	Ocal, Metin	\$307.18
11/10/2022	2200029102	DPWM	Snyder, Mariah/Washington, Angela	\$307.18
11/10/2022	2200029105	DPWM	Baker, Nicholas	\$307.18
12/7/2022	2200029168	Fire	Grand River Brewery	\$112.50
12/7/2022	2200029207	Fire	B-Z-B Café	\$56.30
12/7/2022	2200029210	Fire	Elm & Michigan Mini Mart	\$51.29
12/7/2022	2200029222	Fire	Tiffany Town LLC	\$56.30
12/7/2022	2200029229	Fire	Midas Inc	\$56.30
12/7/2022	2200029245	Fire	Ryder Truck Rental	\$56.30
12/7/2022	2200029246	Fire	Ryder Truck Rental	\$56.30
12/7/2022	2200029283	Fire	Wetherby Funeral Home	\$56.30
12/7/2022	2200029293	Fire	Tripp, Valerie	\$56.30
12/7/2022	2200029301	Fire	Springboard Group Great Lakes	\$56.30
12/7/2022	2200029341	Fire	Simple Petroleum Inc	\$56.30
12/7/2022	2200029351	Fire	O'Reilly's Auto Parts	\$56.30
12/7/2022	2200029353	Fire	THL LLC	\$56.30
12/7/2022	2200029368	Fie	Wetherby Funeral Home	\$84.40
12/7/2022	2200029369	Fire	Polish National Alliance	\$84.40
11/18/2022	2200029376	Weed	Pascarella, David	\$273.11
11/18/2022	2200029409	Weed	Bates, Arthur	\$273.11

11/21/2022	2200029413	Weed	Humphrey Estate, Nadine	\$230.44
11/22/2022	2200029426	Weed	Aguila Invesment Group Llc	\$187.77
11/22/2022	2200029427	Weed	Aguila Invesment Group Llc	\$230.44
11/22/2022	2200029434	Weed	Ocal, Metin	\$230.44
11/22/2022	2200029439	Weed	Overton, Jermaine	\$230.44
11/22/2022	2200029441	Weed	Upshaw, Vincent	\$273.11
11/29/2022	2200029447	DPWM	Yingher, Tonya	\$1,710.04
11/29/2022	2200029448	DPWM	Craddock, Shana	\$1,127.00
12/14/2022	2200029461	Code	Bruce, Sandra	\$7,815.00
12/14/2022	2200029462	Code	Fisher, Marie	\$151.90
12/14/2022	2200029466	Code	India Arnold	\$291.40
12/14/2022	2200029473	Code	Paladin Homes LLc	\$621.12
12/14/2022	2200029474	Code	Fisher, Marie	\$151.90
12/20/2022	2200029504	Dpwm	Onen Delphine Aylin Gorkturk	\$303.80
12/20/2022	2200029523	Dpwm	Ruckle Estate, Stephen	\$303.80
12/20/2022	2200029529	Dpwm	Overton, Jermaine	\$303.80
12/22/2022	2200029533	Weed	Linares, Alain	\$227.90
12/28/2022	2200029538	Weed	Fisher, Marie	\$270.10
12/28/2022	2200029545	Weed	Fitzpatrick, Andrew	\$185.70
12/29/2022	2200029553	Weed	Ruckle Estate, Stephen	\$185.70
12/29/2022	2200029561	Weed	Darrow Estate, Thomas	\$227.90
12/29/2022	2200029565	Weed	MI State Housing Dev Auth	\$294.18
12/29/2022	2200029566	Weed	Boardman, David	\$270.10
12/29/2022	2200029571	Weed	Sonic Investments LLC	\$227.90
12/29/2022	2200029572	Weed	Aguila Invesment Group Llc	\$231.30
1/16/2023	2300029592	Code	Wallace, William	\$28,020.00
1/16/2023	2300029601	Code	Childs, Sheila	\$15,388.00
1/16/2023	2300029602	Code	Henegar, Cheryl/John	\$12,975.00
1/24/2023	2300029617	DPWM	Bronson, Alex/Brown, Jerry	\$2,509.96
1/30/2023	2300029625	Police	Scears, Frank/Kenya	\$111.25
2/24/2023	2300029663	DPWM	Pennsylvania Lince Llc	\$684.08
2/24/2023	2300029673	TRMS	Brown, Evelyn	\$137.42
3/1/2023	2300029681	DPWM	Towle, Richard	\$8,035.92
3/1/2023	2300029683	DPWM	Whitt, Heidi	\$1,844.75
3/2/2023	2300029690	DPWM	The Bank of New York Melon	\$293.66
3/2/2023	2300029695	DPWM	Conti Real Estate Llc	\$293.66
3/2/2023	2300029701	DPWM	Mroz, Cheryl	\$1,508.20

3/2/2023	2300029715	Police	Rodriguez, Joseph/Kristi	\$108.75
3/13/2023	2300029724	DPWM	Fisher, Marie	\$1,191.68
3/21/2023	2300029732	DPWM	Humphrey Estate, Nadine	\$293.66
3/24/2023	2300029740	Code	Whitaker, Craig	\$214.22
3/24/2023	2300029746	Code	Furlong, Michael	\$214.22
4/5/2023	2300029753	Police	Simple Petroleum Inc	\$117.50
4/20/2023	2300029766	Code	India Arnold	\$231.44
4/20/2023	2300029769	Code	Paladin Homes LLc	\$231.44
4/20/2023	2300029774	DPWM	Converse, Judith	\$317.32
4/20/2023	2300029780	DPWM	Ocal, Metin	\$317.32
4/20/2023	2300029781	DPWM	Aguila Invesment Group Llc	\$373.72
4/21/2023	2300029789	TRMS	Windman, Anthony	\$263.99
5/1/2023	2300029830	Police	NG Family Investment LLC	\$116.25
5/16/2023	2300029843	DPWM	Miller, Charles Estate	\$720.88
5/23/2023	2300029897	DPWM	Gittens, Anthony	\$313.94
5/23/2023	2300029900	DPWM	Cannon Estate, James	\$313.94
5/23/2023	2300029901	DPWM	Bronson, Alex/Brown, Jerry	\$320.98
6/16/2023	2300029911	Code	Harris, Roderick	\$18,350.00
6/16/2023	2300029912	Code	Kenyon, Kopp	\$25,700.00
6/1/2023	2300029914	Police	Paradigm Investments Llc	\$115.00
6/6/2023	2300029924	Water	Walnut Ridge	\$60.75
6/7/2023	2300029935	DPWMI	Windman, Anthony	\$780.12
6/15/2023	2300029940	Weed	Luna, Charles	\$276.12
6/15/2023	2300029941	Weed	Gittens, Anthony	\$232.98
6/15/2023	2300029949	Weed	Williams, Johnnie	\$232.98
6/15/2023	2300029950	Weed	Marcum, Ronald /Carolyn	\$276.12
6/15/2023	2300029951	Weed	Starnes, Ronald	\$319.26
6/15/2023	2300029956	Weed	Aguila Invesment Group Llc	\$279.60
6/15/2023	2300029957	Weed	Aguila Invesment Group Llc	\$222.04
6/15/2023	2300029964	Weed	Lee Estate, Martin	\$276.12
6/15/2023	2300029969	Weed	Walker, David Lee	\$232.98
6/15/2023	2300029972	Weed	Boardman, David	\$276.12
6/16/2023	2300029974	Police	Paradigm Investments Llc	\$115.00
6/16/2023	2300029975	Police	BLJ Investments LLc	\$115.00
6/15/2023	2300029984	Weed	Dye Estate Cheryl	\$232.98
6/16/2023	2300029994	Police	ERP Mgmt Jackson LLC	\$115.00
6/16/2023	2300029995	Code	Hill, Doris	\$19,395.00

6/16/2023	2300029996	Code	Alberto, Cordova	\$38,750.00
6/21/2023	2300030007	Dpwm	Austin, Samuel	\$540.56
6/21/2023	2300030011	Dpwm	Ocal, Metin	\$310.56
6/27/2023	2300030028	Weed	Riemenschneider, Joshua/Antonio	\$232.98
6/28/2023	2300030038	Weed	Wallace, William	\$189.84
6/28/2023	2300030046	Weed	Hawkins, Russell/Janice	\$232.98
6/29/2023	2300030052	Weed	AGYF LLc & Brown, Jerry	\$232.98
6/29/2023	2300030056	Weed	Seamans Estate Terri	\$232.98
6/29/2023	2300030067	Weed	Austin, Samuel	\$276.12
6/29/2023	2300030074	Code	Carroll Fronta Estate	\$796.92
6/30/2023	2300030085	Weed	Professional Housing & Land LLc	\$232.98
6/30/2023	2300030086	Weed	Watkins, Charlene	\$232.98
6/30/2023	2300030088	Weed	Zoe Home Buyers LLc	\$232.98
6/30/2023	2300030090	Weed	Lewis, Alice Jean	\$232.98
7/3/2023	2300030101	Water	Walnut Ridge	\$101.25
7/5/2023	2300030108	Weed	Wallace, William	\$230.44
7/5/2023	2300030114	Weed	Warama Wellness Llc	\$273.11
7/5/2023	2300030117	Weed	Starnes, Ronald	\$230.44
7/5/2023	2300030125	Weed	Mielke, Randall	\$273.11
7/5/2023	2300030126	Weed	Mielke, Randall	\$216.18
7/5/2023	2300030127	Weed	Mielke, Randall	\$216.18
7/5/2023	2300030133	Dpwm	Carroll Fronta Estate	\$563.09
7/5/2023	2300030136	Dpwm	Samons, Estate Randall	\$307.18
7/6/2023	2300030141	Dpwm	Kellahan, Kevin	\$819.76
7/10/2023	2300030147	Weed	Watkins, Charlene	\$358.45
7/10/2023	2300030154	Weed	Boardman, David	\$273.11
7/13/2023	2300030168	Police	Simple Petroleum Inc	\$113.75
7/14/2023	2300030179	Weed	Luna Chance	\$273.11
7/14/2023	2300030182	Weed	Aguila Invesment Group Llc	\$276.55
7/14/2023	2300030183	Weed	Aguila Invesment Group Llc	\$219.62
8/2/2023	2300030208	Water	Walnut Ridge	\$60.75
8/2/2023	2300030215	Weed	Riemenschneider, Joshua/Antonio	\$227.90
8/2/2023	2300030227	Weed	Hawkins, Russell/Janice	\$227.90
8/2/2023	2300030229	Weed	Luna, Chance	\$227.90
8/2/2023	2300030232	Weed	Plasber Inc	\$315.70
8/2/2023	2300030235	Weed	Lee Estate, Martin	\$227.90
8/2/2023	2300030236	Weed	Genix Estate, Lonnie	\$270.10

8/2/2023	2300030237	Weed	Austin, Samuel	\$227.90
8/2/2023	2300030241	Weed	Converse, Judith	\$270.10
8/3/2023	2300030247	Dpwm	Aguila Invesment Group Llc	\$528.80
8/3/2023	2300030252	Dpwm	Paladin Homes LLc	\$337.60
8/8/2023	2300030262	WWTP	University of Michigan	\$5,591.30
8/10/2023	2300030279	Weed	Stovall, Mary	\$227.90
8/10/2023	2300030280	Weed	White, Byron	\$227.90
8/10/2023	2300030283	Weed	Britten, James/Laurel	\$227.90
8/21/2023	2300030305	Weed	Aguila Invesment Group Llc	\$270.10
8/21/2023	2300030306	Weed	Aguila Invesment Group Llc	\$213.80
8/21/2023	2300030317	Weed	Walker, David Lee	\$227.90
8/21/2023	2300030324	Weed	Castle 2020 Llc	\$270.10
9/1/2023	2300030333	Dpwm	Pulver, Joey	\$300.42
9/1/2023	2300030337	DPwm	Triana Enterprises	\$300.42
9/1/2023	2300030339	Dpwm	Gittens, Anthony	\$300.42
9/14/2023	2300030371	Water	Walnut Ridge	\$101.25
9/21/2023	2300030377	Police	Dunlap, Caleb	\$111.25
9/20/2023	2300030383	Weed	Paladin Homes LLc	\$225.36
9/20/2023	2300030386	Weed	AGYF LLc & Brown, Jerry	\$225.36
9/20/2023	2300030387	Weed	Howard, Hilary	\$267.09
9/20/2023	2300030388	Weed	Ershov, Svetlana	\$308.82
9/22/2023	2300030400	Water	Kent Power	\$4,944.55
9/28/2023	2300030408	TRMS	Jay Rucker	\$96.25
10/3/2023	2300030418	Police	Tripp, Valerie	\$110.00
10/3/2023	2300030421	Police	Eutchus Properties Llc	\$110.00
10/5/2023	2300030437	Weed	Avery Estate, Keith	\$264.08
10/5/2023	2300030439	Weed	Discount Properties Llc	\$222.82
10/5/2023	2300030443	Weed	Simpson, Andre	\$222.82
10/5/2023	2300030445	Weed	Blackout Construction LLc	\$222.82
10/5/2023	2300030448	Weed	Phoenix Rising Inv Llc	\$267.40
10/5/2023	2300030449	Weed	Desi Roots Inc	\$349.92
10/5/2023	2300030450	Weed	Marr, Albert/Geraldine	\$222.82
10/5/2023	2300030451	Weed	Bruce, Sandra	\$264.08
10/5/2023	2300030453	Weed	PLP Promise Land Properties LLc	\$222.82
10/5/2023	2300030454	Weed	White, Byron	\$222.82
10/5/2023	2300030457	Weed	Commercial Exchange Inc	\$555.56
10/5/2023	2300030458	Weed	Strauss, Adah Trust	\$264.08

10/5/2023	2300030459	Weed	Strauss, Adah Trust	\$209.04
10/5/2023	2300030460	Weed	Dye Estate Cheryl	\$346.60
10/5/2023	2300030461	Weed	Casey Beatrice	\$222.82
10/6/2023	2300030463	Dpwm	Uctum Lutfiye Yesim	\$1,313.61
10/10/2023	2300030490	Dpwm	Laporcha Swank	\$297.04
10/10/2023	2300030496	DPWm	Bacon, Anna	\$776.64
10/10/2023	2300030497	Dpwm	Safiye, Kaya	\$297.04
10/10/2023	2300030498	Dpwm	Safiye, Kaya	\$297.04
10/10/2023	2300030501	Dpwm	Melissa Cannon	\$297.04
10/10/2023	2300030502	Dpwm	Kelley, Patricia	\$297.04
10/10/2023	2300030505	Dpwm	Cannon Estate, James	\$310.24
10/10/2023	2300030506	Dpwm	Stone Harvey	\$517.04
10/10/2023	2300030507	Dpwm	Brock Marvin	\$297.04
10/10/2023	2300030508	Dpwm	Hobbs Estate David	\$297.04
10/12/2023	2300030509	Dpwm	Messner, Chester	\$297.04
10/12/2023	2300030510	Dpwm	Kalyoncuoglu, Ahmet	\$297.04
10/12/2023	2300030512	Dpwm	Davis, Brenda	\$297.04
10/12/2023	2300030514	Dpwm	Vargovich, Andre	\$297.04
10/12/2023	2300030516	Dpwm	Craddock, Shana	\$517.04
10/12/2023	2300030517	Dpwm	Alejandro Jr Gilberto	\$297.04
10/12/2023	2300030518	Dpwm	Zoe Home Buyers LLc	\$297.04
10/17/2023	2300030528	Code	Genix Estate, Lonnie	\$489.48
10/17/2023	2300030530	Code	Williams Farrow Theresa	\$148.52
10/17/2023	2300030535	Police	Perez, Carlos/Rachel	\$110.00
10/17/2023	2300030537	Police	Tripp, Valerie	\$110.00
10/17/2023	2300030539	Code	Shanes, Susan	\$37,418.00
10/17/2023	2300030541	Code	Lee Estate, Martin	\$489.48
10/20/2023	2300030544	TRMS	Richard Styles	\$166.81
6/3/2024	2400031354	Code	Miller Estate, Glenn	\$29,950.00
6/3/2024	2400031355	Code	Griffen III, Jesse James	\$25,100.00
6/3/2024	2400031356	Code	Nagendram Yuvaraj	\$32,450.00
6/3/2024	2400031357	Code	Washington, Charles	\$32,480.00



MEMO TO: Mayor and City Councilmembers
FROM: Jonathan Greene, City Manager
DATE: January 28, 2025
SUBJECT: JAG Grant Memorandum of Understanding

Recommendation:

Authorize the City Manager to sign the Memorandum of Understanding.

Each year the JAG grant requires a Memorandum of Understanding be signed between the City of Jackson and Jackson County so the funds can be used by the Jackson Police Department and Jackson County Sheriff's Department. Please see the attached information from Director Hitt regarding this requirement.



DEPARTMENTAL REPORT

MEMO TO: Jonathan Greene, City Manager

FROM: Elmer Hitt, Public Safety Director

DATE: January 28, 2025

RECOMMENDATION: I recommend the signing the Memorandum of Understanding with Jackson County.

ISSUE STATEMENT

The Jackson Police Department and Jackson County Sheriff's Department were notified of the eligibility to receive FY2024 Edward Byrne Memorial Justice Assistance Grant (JAG) funding in the amount of \$40,174.

Two requirements of the JAG are that a public hearing be held and that the City and County sign a Memorandum of Understanding (MOU) identifying the grant fiscal agent and the allocation of funds. It was agreed the City will continue to be the fiscal agent for the grant.

DESCRIBE THE CONSEQUENCES

If approved, the Jackson Police Department will receive \$25,404 and will use the money to continue using the license plate reading system that has been in use since 2022.

The Jackson County Sheriff's Department will receive \$14,770 and will use their funds to continue their contract with the license plate reader vendor and purchase multiple pieces of equipment.

OWNERSHIP

The City of Jackson and Jackson County have both seen great success with using this technology to advance law enforcement's goals of investigating crimes and locating wanted subjects and vehicles. It is important to continue the use of the license plate readers for future successes, and to best serve the citizens of the Jackson community.

SOLUTION

The Justice Assistance Grant helps to offset the general fund costs of operations for both the City and County and must be used for specific law enforcement purchases. Both the City's and County's projects fall within these guidelines.

FACILITATE IMPLEMENTATION

A Public Hearing has been requested for the January 28, 2025, City Council meeting. After the Hearing, I recommend signing the MOU with Jackson County.

ATTACHMENTS

1. Memo of Understanding

**The State of Michigan
County of Jackson**

Known By All These Present

**MEMORANDUM OF UNDERSTANDING BETWEEN THE CITY OF JACKSON,
MICHIGAN AND THE COUNTY OF JACKSON, MICHIGAN**

2024 JUSTICE ASSISTANCE GRANT (JAG) PROGRAM AWARD

This agreement is made and entered into this _____ day of _____, 2025 by and between the COUNTY of Jackson, acting by and through its Administrator, Michael Overton, hereinafter referred to as COUNTY and the CITY of Jackson, acting by and through its City Manager, Jonathan Greene, hereinafter referred to as CITY, both of Jackson County, State of Michigan, witnesseth:

WHEREAS, the City of Jackson and Jackson County have been notified of their joint eligibility to receive \$40,174 in Justice Assistance Grant funds through the 2024 Edward Byrne Memorial Justice Assistance Grant (JAG) Program.

WHEREAS, JAG guidelines require that jurisdictions identify a fiscal agent that will submit a joint application for the total eligible allocation. Both jurisdictions agree that the CITY will apply for and serve as the fiscal agent for the 2024 Edward Byrne Justice Assistance Grant award of \$40,174.

NOW, THEREFORE, the CITY and COUNTY agree as follows: The City will utilize their portion, \$25,404 for the continued contract with license plate readers. The County will use their portion, \$14,770 to continue their contract with license plate readers, and purchase rifles and tourniquet cases.

CITY of Jackson, Michigan

COUNTY of Jackson, Michigan

Jonathan Greene, City Manager

Michael Overton, Administrator

Date

Date



MEMO TO: Mayor and City Councilmembers
FROM: Jonathan Greene, City Manager
DATE: January 28, 2025
SUBJECT: Budget Amendment for JAG Grant Funds

Recommendation:

Adopt the resolution to amend the 24/25 fiscal year budget.

Attached is a department report from Director Hitt regarding the JAG grant and a resolution to amend the current fiscal year budget. I recommend approving this resolution.



DEPARTMENTAL REPORT

MEMO TO: Jonathan Greene, City Manager

FROM: Elmer Hitt, Public Safety Director

DATE: January 28, 2025

RECOMMENDATION: Adopt the resolution to amend the 24/25 fiscal year budget.

ISSUE STATEMENT

The Jackson Police Department and Jackson County Sheriff's Department were awarded \$40,174 in FY2024 Edward Byrne Memorial Justice Assistance Grant (JAG) funds.

DESCRIBE THE CONSEQUENCES

The awarded funds of \$40,174 will be used for the continuation of a license plate reading system by the Jackson Police Department and Jackson County Sheriff's Department. In addition, the Sheriff's Department will purchase additional equipment.

OWNERSHIP

Each year, the City of Jackson and/or Jackson County receive JAG funds in order to purchase equipment. The attached resolution would amend the FY24/25 budget to reflect the grant-funded expenditures and associated revenue.

SOLUTION

The Justice Assistance Grant helps to offset the general fund costs of operations for both the City and County, and must be used for specific law enforcement purchases. No match is required by the City or County to receive these grant funds.

FACILITATE IMPLEMENTATION

I request the attached resolution be adopted to amend the FY 24/25 budget.

ATTACHMENTS

1. City Budget - Resolution

RESOLUTION

WHEREAS, the City has entered into the federal government's Edward Byrne Memorial 2024 Justice Assistance Grant (JAG) Program, through the Department of Justice, Office of Justice Programs, Bureau of Justice Assistance.

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

NOW, THEREFORE, BE IT RESOLVED, that the 2024/2025 budget be amended as follows:

Special Revenue Fund

	<u>Increase</u>
REVENUES:	
275-329-225-501.000 Federal Grant	<u>40,174</u>
EXPENDITURES:	
275-329-225-933.000 Software	25,404
275-329-225-977.001 Equipment - County	14,770
	<u>40,174</u>

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

I, Andrea Muray, 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 January 28, 2025.

IN WITNESS WHEREOF, I have hereunto affixed
my signature and the seal of the City of Jackson, on
this 29th day of January 2025.

City Treasurer/City Clerk



MEMO TO: Mayor and City Councilmembers

FROM: Jonathan Greene, City Manager

DATE: January 28, 2025

SUBJECT: Change Order 1 to the Hazardous Tree Removal Program contract with Top Notch Tree Care, LLC

Recommendation:

Approve Change Order 1 to the Hazardous Tree Removal Program contract with Top Notch Tree Care, LLC in the increased amount of \$22,850.00 to remove trees for federally funded projects that will commence construction after seasonal limitations are in place and authorize the City Manager and City Engineer to execute the appropriate document.

Attached is a report and documentation from Troy White, City Engineer, regarding approval of Change Order 1 to the Hazardous Tree Removal Program contract. I recommend approval of the change order. Your consideration and concurrence is appreciated.



DEPARTMENTAL REPORT

MEMO TO: Jonathan Greene, City Manager

FROM: Troy White, City Engineer

DATE: January 28, 2025

RECOMMENDATION: Approve Change Order 1 to the Hazardous Tree Removal Program contract with Top Notch Tree Care, LLC in the increased amount of \$22,850.00 to remove trees for federally funded projects that will commence construction after seasonal limitations are in place and authorize the City Manager and City Engineer to execute the appropriate document.

ISSUE STATEMENT

There are seasonal restrictions on federally funded projects to protect endangered bat species. These restrictions prohibit tree removals between April 14 and October 1. Unfortunately, four federally funded 2025 projects will not be awarded and construction will not commence until after seasonal limitations are in place. To keep the 2025 projects on schedule and avoid delays, the attached Change Order 1 will provide for tree removals prior to the start of the seasonal limitation period.

DESCRIBE THE CONSEQUENCES

If the trees on this year's federally funded projects are not removed prior the start of the seasonal limitation period, they will not be removed until fall. This will delay the start of construction of underground utility and paving projects until the spring of next year (2026).

This change order represents an increase of \$22,850.00, bringing the current contract amount to \$129,700.00. However, these costs that are added to the Hazardous Tree Program contract will be offset by the savings on the 2025 federally funded contracts.

OWNERSHIP

On January 14, 2025, City Council approved the award of the contract to Top Notch Tree Care, LLC of Leslie, Michigan in the amount of \$106,850.00. Engineering has since determined that forty-three (43) trees need to be removed for four (4) federally funded projects that will not commence construction until after the seasonal limitations are in place.

SOLUTION

Engineering has prepared this Change Order 1 after quantities were measured in the field and the costs were determined using the contract unit prices. The contractor is in agreement with the quantities contained with this change order.

FACILITATE IMPLEMENTATION

Approve Change Order 1 to the Hazardous Tree Removal Program contract with Top Notch Tree Care, LLC in the increased amount of \$22,850.00 to remove trees for federally funded projects that will commence construction after seasonal limitations are in place and authorize the City Manager and City Engineer to execute the appropriate document.

ATTACHMENTS

1. ENG25-04_HAZARDOUS TREE REMOVAL PROGRAM_CO1_SIGNATURE SHEET
2. ENG25-04_HAZARDOUS TREE REMOVAL PROGRAM_CO1_TABLE OF CHANGES

CHANGE ORDER NO. 1
To Contract for
ENG25-04 Hazardous Tree Removal Program Reconstruction
City of Jackson, Michigan

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

ORIGINAL CONTRACT AMOUNT **\$ 106,850.00**

CHANGE ORDER NO. 1 **\$ 22,850.00**

NEW CONTRACT AMOUNT AS SET BY CHANGE ORDER NO. 1 **\$ 129,700.00**

REASON FOR CHANGE:

To remove trees for federally funded projects prior to the start of seasonal limitations to protect endangered bat species.

CONTRACT COMPLETION:

The contract completion date remains unchanged.

Prepared by Jeffrey D. Crow, P.E.
Assistant City Engineer

ACCEPTED BY:

Top Notch Tree Care, LLC.

Date:

ACCEPTED BY:

Troy R. White, P.E., City Engineer

Date:

ACCEPTED BY:

Jonathan Greene, City Manager

Date:

ENG 25-04 HAZARDOUS TREE REMOVAL PROGRAM

CHANGE ORDER NUMBER 1

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

Prop Line	Item Code	Item Description	Current Contract Quantity	Quantity Change	Revised Quantity	Units	Unit Price	Amount	
								ADD	DEDUCT
0001	1100001	Mobilization	1.00	0.00	1.00	LS	\$0.00	\$ -	\$ -
0002	2027050	Tree, Rem, Less than 17 inches	4.00	35.00	39.00	Ea	\$400.00	\$ 14,000.00	\$ -
0003	2027050	Tree, Rem, 17 to 24 inch	32.00	6.00	38.00	Ea	\$950.00	\$ 5,700.00	\$ -
0004	2027050	Tree, Rem, 25 to 32 inch	31.00	1.00	32.00	Ea	\$1,350.00	\$ 1,350.00	\$ -
0005	2027050	Tree, Rem, 33 to 40 inch	13.00	1.00	14.00	Ea	\$1,800.00	\$ 1,800.00	\$ -
0006	2027050	Tree, Rem, 41 to 52 inch	3.00	0.00	3.00	Ea	\$2,300.00	\$ -	\$ -
0007	2027050	Tree, Rem, Larger than 52 inches	1.00	0.00	1.00	Ea	\$2,700.00	\$ -	\$ -

Total:	\$	22,850.00	\$	-
Net Change:	\$	22,850.00		
Current Contract Amount:	\$	106,850.00		
Revised Contract Amount:	\$	129,700.00		



MEMO TO: Mayor and City Councilmembers

FROM: Jonathan Greene, City Manager

DATE: January 28, 2025

SUBJECT: Amendment to the Parking Agreement for 113 W. Michigan Avenue transfer to Southern Michigan Bank & Trust

Recommendation:

Approve an amendment to the Parking Permit Purchase Agreement for the property at 113 W. Michigan Avenue to transfer and assign rights and obligations to the new owner, Southern Michigan Bank & Trust, and authorize the City Manager execute amendment.

Attached is a report and documentation from Troy White, City Engineer, regarding approval of the described amendment.

I recommend approval of the amendment. Your consideration and concurrence is appreciated.



DEPARTMENTAL REPORT

MEMO TO: Jonathan Greene, City Manager

FROM: Troy White, City Engineer

DATE: January 28, 2025

RECOMMENDATION: Approve an amendment to the Parking Permit Purchase Agreement for the property at 113 W. Michigan Avenue to transfer and assign rights and obligations to the new owner, Southern Michigan Bank & Trust, and authorize the City Manager execute amendment.

ISSUE STATEMENT

The property at 113 W. Michigan Avenue was recently purchased by Southern Michigan Bank & Trust. A parking agreement was in place with the previous owner, 113 W. Michigan LLC. The attached amendment has been prepared to transfer and assign the rights and obligations of the agreement with the previous owner to the new owner, Southern Michigan Bank & Trust.

DESCRIBE THE CONSEQUENCES

The transfer and assignment of the conditions contained within the parking agreement from the old owner to the new will allow for continued use of the City off-street permit parking lot by the building's tenants without change or interruption. Approval of the amendment will have no impact on the operation or financing of the City permit parking system.

OWNERSHIP

The City of Jackson owns and operates the public parking system within the downtown commercial district. Within the parking system are off-street lots that allow for all-day parking with the purchase of permits. Since 1996, an agreement has been in place to address the parking needs of the tenants of the 113 W Michigan Avenue building. This agreement was last amended in 2021 and currently provides for a parking permit cost reduction. The reduction is fitting because the owner purchases annually a large number of permits in bulk which results in a corresponding reduction in clerical and administrative costs to the City.

SOLUTION

Transferring the conditions of the agreement will codify the current practice for the new property owner, Southern Michigan Bank & Trust, and allow for the continued bulk purchase of parking permits at the discounted rate. The transfer will also provide continuity in the funding for the administration of the public parking system by the City.

FACILITATE IMPLEMENTATION

Approve an amendment to the Parking Permit Purchase Agreement for the property at 113 W. Michigan Avenue to transfer and assign rights and obligations to the new owner, Southern Michigan Bank & Trust, and authorize the City Manager to execute the amendment.

ATTACHMENTS

1. Parking Agreement - SMBT - MMH revised 1.14.25

AMENDMENT TO PARKING PERMIT PURCHASE AGREEMENT

THIS AMENDMENT TO PARKING PERMIT PURCHASE AGREEMENT, made as of the date appearing below, is by and between the **CITY OF JACKSON**, a Michigan municipal corporation, with offices located at 161 West Michigan Avenue, Jackson, Michigan 49201, hereinafter called the "Seller", and **SOUTHERN MICHIGAN BANK & TRUST**, whose address is 51 W. Pearl Street, Coldwater, MI 49036, hereinafter called the "Purchaser".

WHEREAS, The Seller owns and operates certain public parking lots as shown on the attached **Exhibit A** map; and

WHEREAS, the Purchaser wishes to purchase parking permits primarily for use in Parking Lot Nos. 6, 8, and 14 as depicted on **Exhibit A**; and

WHEREAS, the Seller had a previously executed Parking Permit Purchase Agreement in March of 2021 (the "2021 Agreement") with the previous owner of the Purchaser's building; and

WHEREAS, rather than terminate the 2021 Agreement, the Seller seeks transfer and assign to the Purchaser the rights and obligations within the 2021 Agreement under amended the terms and conditions as set forth herein;

NOW THEREFORE, in accordance with the terms of this Agreement and the mutual covenants herein contained, the Parties mutually agree that the 2021 Agreement is hereby amended and replaced as follows:

1. The Purchaser agrees to purchase a minimum of fifty-one (51), but no more than 96, annual color green parking permits to be used in Parking Lot Nos. 6, 8, and 14.
2. Purchaser shall pay the following rates for the first year of this Agreement:
 - i. Year 2025: \$44 per month for each green parking permit issued.

After the first year of this Agreement, commencing in 2026 the monthly cost of a green parking permit shall remain at 80% of the then-applicable green permit rate charged by Seller so long as Purchaser pays for the parking for the year on or before January of the year the parking is intended to commence.

3. The Purchaser acknowledges that Parking Lot Nos. 6, 8, and 14 are public parking lots that may be used by any person who purchases a parking permit, and further acknowledges that

the City makes no representation that adequate spaces will be available for Purchaser in Parking Lot Nos. 6, 8, or 14 at any given time.

4. Purchaser shall not sell parking permits to any other person or entity. The parking permits sold by Seller to Purchaser are for use of the Purchaser's employees, agents, tenants, and officers only.
5. Purchaser agrees that it will comply with all applicable City rules, regulations, ordinances, statutes, and terms of this Agreement relating to or affecting the use of the parking lot areas.
6. Purchaser agrees to defend, indemnify and hold harmless the Seller and its officials, agents, representatives or employees from any claims, demands, lawsuits, actions, or judgments, including legal expenses, and from any liability which arises out of or pertains to the use and operation of the City-owned parking lots resulting from the actions or omissions by the Purchaser, its agents, representatives or employees.

GENERAL PROVISIONS

7. The Parties agree that this Agreement shall be binding on and inure to the benefit of the respective parties only. This Agreement may not be assigned by the Purchaser without the written consent of the Seller.
8. In the event of the default by Purchaser of any terms herein, Seller may, at its option, declare the Agreement terminated, or elect to enforce the terms hereof.
9. Neither this Agreement nor any provisions hereof may be changed, amended, modified, waived or discharged orally or by any course of dealing, but only by an instrument in writing signed by the party against which enforcement of the change, amendment, modification, or discharge is sought.
10. Except as otherwise specified herein, all notices, consents, approvals, requests, and other communications (herein collectively call "Notices") required or permitted under this Agreement shall be given in writing by first-class mail, or sent via nationally recognized overnight courier delivery service for the next business day delivery, addressed to the Parties at the addresses above.
11. If any one or more provisions of this Agreement or in any instrument or other document delivered pursuant to this Agreement or the application thereof to any person or circumstance shall to any extent be declared or determined to be invalid or unenforceable, the validity, legality and enforceability of the remainder of this Agreement, or the application of such provision to persons or circumstances other than those as to which it is

invalid or unenforceable, shall not be affected or impaired thereby, and each provision of this Agreement shall be valid and enforceable to the fullest extent of the law.

12. This Agreement may be executed in counterparts, each of which shall be deemed to be an original document, but together shall constitute one instrument.
13. This Agreement shall be governed, construed, and enforced in accordance with the laws of the State of Michigan.
14. Failure of Seller to exercise any right given hereunder or to insist upon strict compliance with regard to any term, condition or covenant specified herein, shall not constitute a waiver of Seller's right to exercise such right or to demand strict compliance with any term, condition or covenant under this Agreement.
15. It is agreed by the parties hereto that this Agreement is a result of negotiation between the parties, and accordingly, it will not be construed against either party in the event of a dispute or litigation arising out of this Agreement.
16. All captions, headings, paragraph and subparagraph numbers and letters are solely for reference purposes and shall not be deemed to supplement, limit, or otherwise vary the text of this Agreement.
17. THIS AGREEMENT IS NULL AND VOID UNLESS APPROVED BY THE JACKSON CITY COUNCIL.

IN WITNESS WHEREOF, the parties hereto have executed this agreement on the ____ day of _____, 2025.

CITY OF JACKSON

By: _____
Jonathan Greene
Its: City Manager

STATE OF MICHIGAN }
 } ss.
COUNTY OF JACKSON }

The foregoing instrument was acknowledged before me this _____ day of _____, 2025, by Jonathan Greene, its City Manager, on behalf of the City of Jackson, a Michigan municipal corporation.

Notary Public, Jackson County, Michigan
My commission expires:

WITNESSES

PURCHASER

By: _____

Its _____

By: _____

Its _____

STATE OF MICHIGAN }
 } ss.
COUNTY OF JACKSON }

The foregoing instrument was acknowledged before me this _____ day of _____, 2025, by _____, it's _____ on behalf of Southern Michigan Bank & Trust.

Notary Public, Jackson County, Michigan
My commission expires:



MEMO TO: Mayor and City Councilmembers

FROM: Jonathan Greene, City Manager

DATE: January 28, 2025

SUBJECT: Adopt a Public Participation Plan for Recertification as a Redevelopment Ready Community through the Michigan Economic Development Corporation

Recommendation:

Adopt a Public Participation Plan for recertification as a Redevelopment Ready Community through the Michigan Economic Development Corporation.

Attached is a memorandum from Shane LaPorte, Community Development Director, recommending City Council adopt a Public Participation Plan to fulfill a recertification requirement as a Redevelopment Ready Community through the Michigan Economic Development Corporation.

I recommend adopting the Plan.



DEPARTMENTAL REPORT

MEMO TO: Jonathan Greene, City Manager
FROM: Shane LaPorte, Director of Community Development
DATE: January 28, 2025

RECOMMENDATION: Adopt a Public Participation Plan for recertification as a Redevelopment Ready Community through the Michigan Economic Development Corporation.

ISSUE STATEMENT

The Michigan Economic Development Corporation (MEDC) previously certified the City of Jackson as a "Redevelopment Ready Community" (RRC). Every five (5) years, the MEDC requires recertification to maintain the integrity of what it means to be a Redevelopment Ready Community. Most of the requirements to be recertified have been fulfilled, however, one requirement is for City Council to adopt a Public Participation Plan.

DESCRIBE THE CONSEQUENCES

RRC certification signals that a community has clear development policies and procedures, a community-supported vision, a predictable review process and compelling sites for developers to locate their latest project. Retaining the RRC certification provides the City access to a series of additional benefits through the MEDC including technical assistance and a specialized team focused on supporting development opportunities for priority sites through site packaging and marketing efforts.

OWNERSHIP

The Community Development Department encompasses Planning and Zoning, which are integral parts for RRC certification.

SOLUTION

While the Public Participation Plan is written with a focus for RRC certification, its adoption will also provide guidance for other City departments regarding methods available for community engagement.

FACILITATE IMPLEMENTATION

Requested action is for City Council to adopt the Public Participation Plan for submittance to MEDC for RRC recertification.

ATTACHMENTS

1. City of Jackson Public Participation Plan (final)



Public Participation Plan

The City of Jackson considers public participation to be an integral part of planning decisions, including community development, residential/commercial/industrial development projects, parks and recreation activities, infrastructure projects, transportation initiatives, and critical services. This Public Participation Plan is designed to provide City leaders instruction on engagement and reporting results to keep key stakeholders and citizens informed. This Public Participation Plan does not supersede any requirements from federal or state funding sources but may be used to enhance said minimum requirements. Methods outlined here can be utilized by City Departments, boards/commissions, and City Council as they seeking public input on vital City projects.

Goals and Objectives

The City of Jackson

- Seeks broad, community-wide public participation for matters impacting the City and its residents. Proactive participation denotes early and continuous involvement in important policy or project decisions before they are finalized. Opportunities for the public to play a role in shaping short- and long-term needs, solutions, and funding priorities will be initiated as early in the process as possible. Participation components will continue to be incorporated to foster extensive public input.
- Evaluates each project on an individual basis to determine project scope, project limitations, approving body, stakeholders, points of community impact during the decision-making process, internal and external resources, and level of appropriate community involvement.
- Makes information available in a timely manner to enable interested parties to be involved in decisions at various stages of the review and approval process.
- Engages citizens in a transparent manner, making information easy to access for all interested members of the community.
- Seeks creative ways to involve a diverse set of community stakeholders in planning, land use, development decisions, and significant future projects.
- Uses comments and information received from interested members of the community to make decisions regarding planning, land use, redevelopments, and future projects.

Key Stakeholders in the City of Jackson

Each project is evaluated on an individual basis to ensure inclusion of citizens, business owners, property owners, and others that may be impacted. Public participation may vary with each project according to the project being reviewed, as well as required public notice in accordance with federal, state or local rules and regulations.

Key stakeholders include, but are not limited to:

- Churches
- City boards/commissions
- Jackson City Council
- Civic and social organizations
- Health care facilities
- Industrial business owners
- County of Jackson government
- Region 2 Planning Commission
- MLK Corridor Improvement Authority
- Accelerate Jackson County (formerly The Enterprise Group)
- Local residents
- Local schools
- Michigan Department of Environment, Great Lakes and Energy
- Michigan Department of Transportation
- Michigan Department of Natural Resources
- Neighborhood groups
- Neighboring communities
- Office and commercial business owners
- Real estate professionals
- Senior groups
- Utility providers
- Other interested citizens as identified and appropriate

Public Notice Requirements – Local Ordinances and State Statutes

The following local and state regulations pertain to various planning processes and project design, and must be followed to ensure the required public notice for each respective project is followed. The intent is to encourage public participation:

- Jackson City Charter
- City of Jackson Code of Ordinances
- Michigan Open Meetings Act (PA 267 of 1976, as amended)
- Home Rule City Act (PA 279 of 1909, as amended)
- Michigan Planning Enabling Act (PA 33 of 2008, as amended)
- Plant Rehabilitation and Industrial Development (PA 198 of 1974, as amended)
- Brownfield Redevelopment Financing Act (PA 381 of 1996, as amended)
- Downtown Development Authority Act (PA 197 of 1975, as amended)
- Local Development Finance Authority Act (PA 281 of 1986, as amended)
- Other applicable federal, state and local regulation

Planning and Development Review Entities

- *City Council* – the Jackson City Council is comprised of seven (7) members consisting of a Mayor, Vice-Mayor, and five (5) Councilmembers. For most planning and development review processes (excluding variances and most site plans), the Jackson City Council is the legislative and policy-making body providing final approval.
- *Planning Commission* – The Planning Commission is a six (6) member body appointed by the Mayor, subject to approval by a majority vote of the Jackson City Council. To the extent possible, members represent different professions or occupations and all except one (1) shall be qualified electors of the City of Jackson. The Planning Commission is also comprised of ex officio members: the Mayor, the City Manager or his/her designee, and one (1) member of City Council. The Regional Planning Director may also be appointed as an advisory and non-voting member. The Planning Commission's primary

responsibility is to guide land use development, policy and growth that best meets the City of Jackson's goals. This work is steered by the City's Master Plan, economic trends, initiatives and community efforts and/or by changes in state and local legislature.

- *Zoning Board of Appeals* – The Zoning Board of Appeals (ZBA) shall hear and decide only such matters as the board is specifically authorized. The ZBA has the power to grant variances, decide appeals on administrative decisions, and to interpret the boundary lines of the zoning map. The ZBA does not have the power to alter or change the zoning district classification of any property.

The following boards meet regularly or as needed in response to a development or redevelopment project, providing additional opportunity for public participation in the planning and development review process:

- *Downtown Development Authority* – the Downtown Development Authority (DDA) is governed by a volunteer Board of Directors consisting of the Mayor and twelve other members appointed by the Mayor with the approval of the City Council. The Board members represent businesses, property owners, and residents of the community. The principal purpose of the DDA is to encourage historic preservation, create and implement development plans, promote economic growth and correct and prevent deterioration in the District.
- *Jackson Brownfield Redevelopment Authority* – the Jackson Brownfield Redevelopment Authority (JBRA) promotes the revitalization of environmentally distressed areas and facilitates the implementation of Brownfield Plans relating to the designation and treatment of Brownfield Redevelopment zones. The authority oversees the use of tax increment financing on select properties, such as former industrial and commercial sites, that need special attention to be redeveloped. Taxes from these properties are captured to fund redevelopment.

A comprehensive list of Boards and Commissions is found on the City's website [Boards & Commissions | Jackson, MI - Official Website](#) and included as **Attachment A**. Community members interested in active civic engagement are encouraged to apply for openings on these boards and commissions.

Open Meetings Act

All meetings of the Jackson City Council, boards and commissions shall be open to the public in accordance with the Open Meetings Act (PA 267 OF 1976, as amended), except closed session meetings as provided for in the Act. Every open meeting must also provide an opportunity for citizen comment. Public notices for open meetings are posted at City Hall as required by the Act. In addition, the dates and times of all City Council, board and commission meetings are posted to the City of Jackson website at [Calendar • City Meeting and Event Calendar](#). The agendas are available on the City website in advance of all meetings; meeting minutes are posted to the City website after approval here: [Agendas and Minutes | Jackson, MI - Official Website](#). Finally, City Council meetings can be viewed live through local channel JTV or live streaming through the City's Facebook page at <https://www.facebook.com/search/top?q=city%20of%20jackson%2C%20michigan%20government>. Recorded meetings are televised and replayed on local cable access, and available on demand through YouTube and the City's Facebook page.

Public Hearings

As noted above, all City Council, board and commission meetings are open meetings. Several planning and development review processes also require a public hearing during the meeting and require public notices prior to the meeting in accordance with local ordinance and/or state statute relevant to the project. The following processes require a public hearing during the regular meeting that is open to the public:

Planning Commission

- Zoning map amendments/rezoning(including discretionary rezoning approvals)¹
- Zoning text amendment¹
- Subdivision plats¹
- Site condominiums¹
- Tentative and conceptual plan amendments for zoning districts¹
- Master Plan amendments²
- Special land use permits
- Active home occupations
- Building height modifications
- Accessory buildings in excess of the ground floor living area of the dwelling

ZBA:

- Variance requests
- Text or map interpretations
- Temporary use permits
- Appeals of administrative decisions

DDA, JBRA:

- Amended Development Plans/Tax Increment Financing Plans¹
- Brownfield Redevelopment Plans¹

¹ *these items are recommended to City Council for a public hearing and final action.*

² *Master Plan amendments do not require a public hearing before City Council but are referred to City Council for review. A resolution of approval by City Council is not required by state statute.*

Statutes require the above review and approval processes be noticed in a newspaper of general circulation as well as mailed to neighbors within 300 feet at least 15 days prior to the meeting. The City may increase the mailing distance up to 500 feet for a hearing on a proposed plan that has a broader or more significant impact that justifies a more extended notification process than the minimum of 300 feet required by state law. All meetings are held in a facility accessible to persons with disabilities and the City will provide reasonable accommodations or services to individuals with disabilities.

Methods for Community Participation

The initial evaluation of each project will determine the level of public outreach for the project. The following are methods that may be used to reach the appropriate level of public participation for future planning and relevant projects. For projects that have a city-wide impact, the City of Jackson will always attempt to use more than one tool or method, depending on the specific project and target audience. This list is flexible and can change based on the needs of the project.

Inform – Provide Information

- Printed postings – all public meetings and public hearings will have printed notices available for view on the City Hall lobby board.
- Digital media includes, but is not limited to, City of Jackson website [Jackson, MI - Official Website | Official Website](#), Facebook page and other social media outlets. Other digital media options include online surveys.
- Community outreach through public meetings, town halls, Ward meetings, community events, neighborhood forums and quarterly newsletters.
- Traditional media - the City issues press releases and participates in media interviews with various newspapers and television stations pertaining to community-wide planning projects. The *Jackson Citizen Patriot* is the local newspaper in general circulation; local channel JTV is available on Comcast channel 90, Wow! channel 161, AT&T U-verse channel 5380, Springcom channel 9-1, Zeam, Youtube, FireTV, Apple TV, and Roku. Additional local media includes, but is not limited to WILX (NBC), WLNS (CBS), WLAJ (ABC), FOX 47, and WKHM.

Consult and Involve – Obtain Public Feedback

- Public Meetings and Public Hearings – public attendance at meetings is strongly encouraged and allows for an appropriate venue for public input.
- Surveys – utilizing online and paper surveys allows for the collection of large amounts of data and opinions from the public.
- Community Workshops and Ward Meetings – issues that require community feedback can benefit from community-wide workshops, focus group meetings, or Ward meetings facilitated by Councilmembers.
- Advisory Committees – the City may utilize one or more of its existing advisory committees for specialized aspects of community collaboration between City staff and the public.
- Developer Outreach – prior to formal submission of the initial application for a major development project such as those subject to public hearings, the City will require a developer to meet with adjacent property owners and others that may be impacted directly by a proposed project. A major development would be projects such as a large housing development (i.e., an apartment complex), site condominium, a planned development for a new mixed use, or commercial development next to a residential area. The Community Development Director will retain the ability to determine the applicability of this requirement, taking into account the scale of the proposed project, the type of application, and the potential impact to nearby properties, particularly residential neighbors. The City will work with the developer to identify potentially impacted neighbors adjacent or near the development up to the 300 feet from the development.

Communicating Results

The City of Jackson will publicly communicate all results of community input, and will utilize one or more of the inform methods listed above to relay results back to the public. The City of Jackson understands that this Public Participation Plan will need to be reviewed and updated as needed, at a minimum of every 5 years, in conjunction with the City's Master Plan.

Attachment A



Boards and Commissions



Boards & Commissions

Administrative Hearings Bureau

The purpose of the AHB is to improve the quality of life within the community and improve compliance with the applicable sections of the City's [Code of Ordinances](#). In furtherance of this goal, the City seeks to work in cooperation with residents through AHB proceedings to provide attractive neighborhoods through practical code enforcement.

Affordable Housing Development Board

The Affordable Housing Development Board (AHDB) was founded by the Jackson City Council to oversee affordable housing programs in the City of Jackson. The AHDB is tasked with administering the City's Affordable Housing Fund, preserving and developing affordable housing, and making recommendations to City officials on initiatives that create safe, dignified and affordable housing options in the City of Jackson.

Board of Review

Since 1893, the Board of Review (BOR) is a local committee of residents from the City of Jackson. The three BOR members are appointed to three-year terms by the City Council to receive and hear taxpayer appeals of the annual assessment roll. They are local taxpayers, property owners and peers of the average citizen who appear before them.

Brownfield Redevelopment Authority

The Jackson Brownfield Redevelopment Authority (JBRA) promotes the revitalization of environmentally distressed areas and facilitates the implementation of Brownfield Plans relating to the designation and treatment of Brownfield Redevelopment zones. The authority oversees the use of tax increment financing on select properties, that need special attention to be redeveloped. Taxes from these properties are captured to fund redevelopment.

Building Code Board of Examiners & Appeals

The Building Code Board of Examiners and Appeals (BCBA) provides an opportunity to request a variance including financial hardship or an opportunity to receive a final extension of time for completing repairs to code violations.

Community Police Oversight Commission

The Community Police Oversight Commission is tasked with further enhancing transparency and trust between the Jackson Police Department (JPD) and the community they service.

Downtown Development Authority

The mission of the Downtown Development Authority (DDA) is to encourage historic preservation, to create and implement development plans, to promote economic growth, and to correct and prevent deterioration in the district.

Ella W. Sharp Park Board

The Ella W. Sharp Park Board of Trustees oversees the property bequeathed to the City of Jackson in 1912. That property is now Ella Sharp Park, the City of Jackson's largest public park. The board oversees the park activities and progress based on Ella W. Sharp's requests in her will.

Environmental Commission

The City of Jackson Environmental Commission is tasked with helping to create a cleaner, greener future in Jackson. The Environmental Commission will develop comprehensive environmental policies for the City to protect and enhance its air, water and land quality. As an advisory body, the commission cannot enact policy, but will advise and make recommendations to the city council for review.

Historic District Commission

The Historic District Commission is tasked with functions concerning construction, alteration, repair, moving or demolition of a historic resource. In cooperation with other community organizations, it promotes Jackson history, heritage, traditions, and customs.

Human Relations Commission

Serves as an official agency of the City of Jackson, 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.

MLK Corridor Improvement Authority

The Jackson City Council created the MLK Corridor Improvement Authority, a group dedicated to redevelopment efforts along MLK Drive and Prospect Street. The MLK Corridor Improvement Authority is a ten-member board that directs planning and investments for this initiative.

Parks and Recreation Commission

The Parks and Recreation Commission oversees Parks, Recreation and the Recreation Millage through programs, maintenance and approved events.

Pension & Retirement Boards

Three boards exist: 1) Policemens and Firemens Pension Fund for City employees hired before July 1, 1973; 2) Act 345 Policemens and Firemens Retirement Plan; and 3) City Employees Retirement System.

Planning Commission

The Planning Commission works to develop and maintain a comprehensive plan that provides a vision of what the city will look like in 20 years. The commission also manages the city's zoning ordinance which is the main tool used to implement the comprehensive plan and regulate land use. Another responsibility of the commission is to review various types of development proposals within the city based upon the guidance provided by those resources.

Public Arts Commission

Jackson Public Arts Commission is an advisory body to the City Council with the goal to improve the quality of public spaces and make Jackson a better place to live and work.

Racial Equity Commission

This commission is tasked with reviewing City policies and procedures to ensure racial equity is a core element of government, along with making recommendations to officials on ways to promote racial justice and equity in Jackson.

Zoning Board of Appeals

The Zoning Board of Appeals (ZBA) shall hear and decide only such matters as the board is specifically authorized. The ZBA has the power to grant variances, decide appeals on administrative decisions, and to interpret the boundary lines of the zoning map.

Youth Council

The 15-member council, made of up middle and high school students, is tasked with making recommendations to the City Council concerning the needs of children, families, and young adults in Jackson. Members also work on innovative programs and initiatives that improve the quality of life for young residents and families in the community.



MEMO TO: Mayor and City Councilmembers
FROM: Jonathan Greene, City Manager
DATE: January 28, 2025
SUBJECT: Budget Amendment for MSHDA MICH Grant

Recommendation:

Approve an amendment to the 2024-2025 City of Jackson budget to reflect a revenue increase of \$880,000 and an expenditure increase of \$880,000, both related to the City of Jackson MICH grant award from the Michigan State Housing Development Authority (MSHDA), adopt the accompanying budget resolution, and authorize the City Manager and City Attorney to execute any/all related documents.

Approve an amendment to the 2024-2025 City of Jackson budget to reflect a revenue increase of \$880,000 and an expenditure increase of \$880,000, both related to the City of Jackson MICH grant award from the Michigan State Housing Development Authority (MSHDA), adopt the accompanying budget resolution, and authorize the City Manager and City Attorney to execute any/all related documents.

Attached is a memorandum from Shane LaPorte, Director of the Community Development Department, requesting City Council approve the budget amendment for fiscal year 2024-2025.

I recommend approval of the request. Your consideration and concurrence is appreciated.

JG



DEPARTMENTAL REPORT

MEMO TO: Jonathan Greene, City Manager

FROM: Shane LaPorte, Director of Community Development

DATE: January 28, 2025

RECOMMENDATION: Approve an amendment to the 2024-2025 City of Jackson budget to reflect a revenue increase of \$880,000 and an expenditure increase of \$880,000, both related to the City of Jackson MICH grant award from the Michigan State Housing Development Authority (MSHDA), adopt the accompanying budget resolution, and authorize the City Manager and City Attorney to execute any/all related documents.

ISSUE STATEMENT

The City of Jackson was awarded a grant of \$880,000 from the Michigan State Housing Development Authority (MSHDA) from the MICH program, for the construction of accessible/visitable housing in the City of Jackson. The City's participation in the MICH program aligns with its long-term housing goals, as outlined in the City's Five-Year Consolidated Plan, emphasizing inclusivity, accessibility, and housing equity. The Jackson City Council approved the acceptance of this grant (grant # ARP-2023-274-MIC) on August 15, 2023. A budget amendment is also needed to ensure revenue (grant award) and expenses (individual grant awards to Jackson residents) are accounted for in the City of Jackson budget. It is anticipated that all grant funding will be received and expended during the 2024-2025 fiscal year.

DESCRIBE THE CONSEQUENCES

The City of Jackson submits an annual budget for City Council approval each year. It is important that anticipated revenue and expenses are noted in that document, to maintain both audit compliance and an exceptional level of transparency to the community. Failure to amend the current budget to reflect this grant award could negatively impact the City's financial position.

OWNERSHIP

Staff from the Community Development Department are in charge of the application, administration, and reporting of the MSHDA MICH grant award. The Grant Coordinator and Financial Analyst maintain financial records in accordance with MSHDA and City of Jackson guidelines. The City of Jackson Finance Department maintains the annual budget.

SOLUTION

An amendment to the City of Jackson 2024-2025 budget is needed to account for the additional revenue and expenses related to the MSHDA MICH Grant. A budget resolution has been prepared, and the approval of City Council is needed to finalize this process.

FACILITATE IMPLEMENTATION

Approve an amendment to the 2024-2025 City of Jackson budget to reflect a revenue increase of \$880,000 and an expenditure increase of \$880,000, both related to the City of Jackson MICH grant award from the Michigan State Housing Development Authority (MSHDA), adopt the accompanying budget resolution, and authorize the Mayor to execute the appropriate documents, and authorize the City Manager and City Attorney to execute any/all related documents.

ATTACHMENTS

1. 1.28.25 MSHDA Grant Budget Resolution (MICH)

City of Jackson, Michigan
Resolution to Amend the Fiscal Year
2024-2025 - MSHDA Grant

WHEREAS, the Michigan State Housing Development Authority (MSHDA) has approved funding for the City of Jackson under the MICH program to support the construction of accessible/visitable housing activities for Fiscal Year 2024-2025; and

WHEREAS, the City's participation in this program aligns with its long-term housing goals as outlined in the City's Five-Year Consolidated Plan, emphasizing inclusivity, accessibility, and housing equity; and

WHEREAS, it is necessary to amend the City's Fiscal Year 2024-2025 budget to incorporate the funds awarded through the MICH program for the purpose of constructing accessible and visitable housing units; and

WHEREAS the Jackson City Council approved the acceptance of this grant (grant # ARP-2023-274-MIC) on August 15, 2023

WHEREAS, the City Council recognizes the need for such housing and supports the allocation of these funds to address accessibility challenges and promote visitability in new construction projects;

Now, Therefore, Be It Resolved, that the City Council of the City of Jackson hereby amends the subject budgets as follows:

HCDF Mich Grant

REVENUE:		Increase	Decrease
234-000-000-548.000-	State Grant - HCDF Mich Grant	\$ 880,000	\$ -
		\$ 880,000	\$ -
EXPENDITURES:			
234-736-000-816.039	Redevelopment Rehabilitation	\$ 792,000	
234-736-000-814.002	Administration	\$ 88,000	
		\$ 880,000	\$ -

* * * * *

STATE OF MICHIGAN }
 } ss.
 County 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 January, 2025.

IN WITNESS WHEREOF, I have hereto affixed my signature and the Seal of the City of Jackson, Michigan, on this 28th day of January, 2025.

By: _____
 Andrea Muray City Clerk



MEMO TO: Mayor and City Councilmembers
FROM: Jonathan Greene, City Manager
DATE: January 28, 2025
SUBJECT: Budget Amendment for MSHDA MI-Hope Grant

Recommendation:

Approve an amendment to the 2024-2025 City of Jackson budget to reflect a revenue increase of \$250,000 and an expenditure increase of \$250,000, both related to the City of Jackson MI-HOPE grant award from the Michigan State Housing Development Authority (MSHDA), adopt the accompanying budget resolution, and authorize the City Manager and City Attorney to execute any/all related documents.

Approve an amendment to the 2024-2025 City of Jackson budget to reflect a revenue increase of \$250,000 and an expenditure increase of \$250,000, both related to the City of Jackson MI-HOPE grant award from the Michigan State Housing Development Authority (MSHDA), adopt the accompanying budget resolution, and authorize the City Manager and City Attorney to execute any/all related documents.

Attached is a memorandum from Shane LaPorte, Director of the Community Development Department, requesting City Council approve the budget amendment for fiscal year 2024-2025.

I recommend approval of the request. Your consideration and concurrence is appreciated.

JG



DEPARTMENTAL REPORT

MEMO TO: Jonathan Greene, City Manager

FROM: Shane LaPorte, Director of Community Development

DATE: January 28, 2025

RECOMMENDATION: Approve an amendment to the 2024-2025 City of Jackson budget to reflect a revenue increase of \$250,000 and an expenditure increase of \$250,000, both related to the City of Jackson MI-HOPE grant award from the Michigan State Housing Development Authority (MSHDA), adopt the accompanying budget resolution, and authorize the City Manager and City Attorney to execute any/all related documents.

ISSUE STATEMENT

The City of Jackson was awarded a grant of \$250,000 from the Michigan State Housing Development Authority (MSHDA) from the MI-Hope program, designed to provide energy efficiency upgrades to qualifying households in the City of Jackson. The City's participation in the MI-Hope program aligns with its long-term housing goals, as outlined in the City's Five-Year Consolidated Plan, emphasizing inclusivity, accessibility, and housing equity. The Jackson City Council approved the acceptance of this grant (grant # ARP-2023-274-MIH) on January 31, 2024. A budget amendment is also needed to ensure revenue (grant award) and expenses (individual grant awards to Jackson residents) are accounted for in the City of Jackson budget. It is anticipated that all grant funding will be received and expended during the 2024-2025 fiscal year.

DESCRIBE THE CONSEQUENCES

The City of Jackson submits an annual budget for City Council approval each year. It is important that anticipated revenue and expenses are noted in that document, to maintain both audit compliance and an exceptional level of transparency to the community. Failure to amend the current budget to reflect this grant award could negatively impact the City's financial position.

OWNERSHIP

Staff from the Community Development Department are in charge of the application, administration, and reporting of the MSHDA MI-Hope grant award. The Grant Coordinator and Financial Analyst maintain financial records in accordance with MSHDA and City of Jackson guidelines. The City of Jackson Finance Department maintains the annual budget.

SOLUTION

An amendment to the City of Jackson 2024-2025 budget is needed to account for the additional revenue and expenses related to the MSHDA MI-Hope Grant. A budget resolution has been prepared, and the approval of City Council is needed to finalize this process.

FACILITATE IMPLEMENTATION

Approve an amendment to the 2024-2025 City of Jackson budget to reflect a revenue increase of \$250,000 and an expenditure increase of \$250,000, both related to the City of Jackson MI-HOPE grant award from the Michigan State Housing Development Authority (MSHDA), adopt the accompanying budget resolution, and authorize the Mayor to execute the appropriate documents, and authorize the City Manager and City Attorney to execute any/all related documents.

ATTACHMENTS

1. 1.28.25 MI Hope Grant Budget Resolution (MI-Hope)

City of Jackson, Michigan
Resolution to Amend the Fiscal Year
2024-2025 - MI Hope Grant

WHEREAS, the Michigan State Housing Development Authority (MSHDA) has approved funding for the City of Jackson under the MI Hope program designed to provide energy efficiency upgrades to qualifying households in the City of Jackson for Fiscal Year 2024-2025; and

WHEREAS, the City's participation in this program aligns with its long-term housing goals as outlined in the City's Five-Year Consolidated Plan, emphasizing inclusivity, accessibility, and housing equity; and

WHEREAS, it is necessary to amend the City's Fiscal Year 2024-2025 budget to incorporate the funds awarded through the MI Hope program designed to provide energy efficiency upgrades to qualifying households; and

WHEREAS the Jackson City Council approved the acceptance of this grant (grant # ARP-2023-274-MIH) on January 31, 2024

Now, Therefore, Be It Resolved, that the City Council of the City of Jackson hereby amends the subject budgets as follows:

MI HOPE Grant

REVENUE:		Increase	Decrease
280-000-000-539.025	State Grant - MI Hope	\$ 250,000	\$ -
		\$ 250,000	\$ -
EXPENDITURES:			
280-260-000-816.039	Redevelopment Rehabilitation	\$ 225,000	
280-260-000-956.000-	Administration	\$ 25,000	
		\$ 250,000	\$ -

* * * * *

[illegible]

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 January, 2025.

IN WITNESS WHEREOF, I have hereto affixed my signature and the Seal of the City of Jackson, Michigan, on this 28th day of January, 2025.

By: _____
Andrea Muray City Clerk



MEMO TO: Mayor and City Councilmembers
FROM: Jonathan Greene, City Manager
DATE: January 28, 2025
SUBJECT: Adopt a Capital Improvements Plan for the City of Jackson

Recommendation:

Adopt the 2025-2029 Capital Improvements Plan for the City of Jackson, as part of the recertification package for the MEDC's Redevelopment Ready Communities designation.

Adopt the 2025-2029 Capital Improvements Plan for the City of Jackson, as part of the recertification package for the MEDC's Redevelopment Ready Communities designation. Attached is a memorandum from Shane LaPorte, Director of the Community Development Department, requesting City Council approve the 2025-2029 Capital Improvements Plan.

I recommend approval of the request. Your consideration and concurrence is appreciated.

JG



DEPARTMENTAL REPORT

MEMO TO: Jonathan Greene, City Manager

FROM: Shane LaPorte, Director of Community Development

DATE: January 28, 2025

RECOMMENDATION: Adopt the 2025-2029 Capital Improvements Plan for the City of Jackson, as part of the recertification package for the MEDC's Redevelopment Ready Communities designation.

ISSUE STATEMENT

The last Capital Improvements Plan for the City of Jackson comprised department recommendations from 2015-2022. Additional updates were completed through 2024. The City should maintain an up-to-date Capital Improvements Plan (CIP), to ensure all critical assets are in place and all necessary short and long-term projects and critical needs are accounted and planned for. An updated CIP is also a necessary piece of a community's "Redevelopment Ready Community" certification, a program offered through the Michigan Economic Development Corporation (MEDC). Every five (5) years, the MEDC requires recertification to maintain the integrity of what it means to be a Redevelopment Ready Community (RRC), and the creation of an updated CIP aligns with the requirements of this program.

DESCRIBE THE CONSEQUENCES

A Capital Improvements Plan is a necessary tool for any community as it makes financial and logistical plans for future upgrades to critical infrastructure. RRC certification signals that a community has clear development policies and procedures, a community-supported vision, a predictable review process, and compelling sites for developers to locate their latest project. Retaining the RRC certification provides the City access to a series of additional benefits through the MEDC including technical assistance and a specialized team focused on supporting development opportunities for priority sites through site packaging and marketing efforts. Failure to approve the 2025-2029 Capital Improvements Plan jeopardizes the City's RRC renewal efforts.

OWNERSHIP

Staff from the Community Development Department compiled the proposed Capital Improvements Plan, with significant input from City departments. All City staff are responsible

for maintaining their respective capital assets and planning for future acquisitions, upgrades, and projects.

SOLUTION

An updated Capital Improvements Plan is needed, and will help position City departments to plan and execute acquisitions, upgrades, and projects necessary for key department functions and overall City management and growth.

FACILITATE IMPLEMENTATION

Adopt the 2025-2029 Capital Improvements Plan for the City of Jackson, as part of the recertification package for the MEDC's Redevelopment Ready Communities designation.

ATTACHMENTS

1. 2025-2029 Capital Improvements Plan



Founded in 1829

Fiscal Year 2025-2029 Capital Improvements Plan

January 28, 2025

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The challenges to retain and/or expand City services in the midst of shrinking resources and increasing costs has put pressure on City government to make its limited capital resource work more efficiently. City administration, elected and appointed officials, and staff have taken several steps to make capital expenditures more closely reflect long-range objectives. The City has a continuing commitment to ensure that the most needed projects are funded and that the results are those that are called out in the adopted plans and policies. The capital improvements plan is a tool to accomplish this.

What is a Capital Improvements Plan (CIP)?

Projects considered to be capital improvements are large, expensive, and relatively permanent in nature. They often place a continuing financial burden on the City, such as maintenance costs, operations, energy requirements, legal responsibilities, etc. It is important to note that the capital improvements plan does not address all of the capital expenditures for the City of Jackson. This capital improvements plan (CIP) outlines a schedule of public service expenditures over the ensuing five (5) years (fiscal year 2025-2029) and beyond. Specifically, the projects are physical improvements and consulting service projects exceeding \$10,000 and/or those that will be paid over a period of years. They include transportation, utilities, parks and recreation, police and fire, municipal facilities and other consulting projects.

Other Definitions

Capital Improvements – new or expanded facilities that are relatively large in scale, expensive, and permanent.

Fiscal Year – July 1 to June 30

Infrastructure – basic facilities, services, and installations needed for the functioning of the community. These include the transportation systems, sanitary and water lines, parks, public building, etc., and the land affiliated with those facilities.

Master Plan – a guide for making decisions regarding the future physical development of the City and the future physical development of the City and the implementation of plans, policies and programs. The master plan is made up of planning documents, or elements, that provide recommendation for future land use and essential City-wide facilities.

City Council – City Council uses the capital improvements plan to assist in the budgeting process.

Project Qualifications

To qualify for inclusion in the CIP, a project must meet one or more of the following standards:

- Consistent with a City Council approved goals and objectives
- Consistent with the pending updated Master Plan
- Part of the Transportation Improvement Plan (TIP)
- Constitute permanent, physical or system improvements, or significant equipment purchases, with a minimum project cost of \$10,000
- Add to the value or capacity of the infrastructure of the City
- On a more limited basis, projects that are considered operational, maintenance or recurring are included when they satisfy the prior standards

Legal Basis for a CIP

Preparation of the CIP is done under the authority of the Municipal Planning Act (PA 33 of 2008), as amended. It is the City Planning Commission's goal that the CIP be used as a tool to implement the City's Master Plan and assist in the City's financial planning.

Project Prioritization

Project prioritization was completed through a series of department head review sessions, which included City Administration. Participants considered the standards noted above and relied heavily on inter-departmental coordination. Project specific forms outline how each satisfies the pre-determined standards and provides a summary of the end result of the project along with all potential funding sources even if those funding sources maybe considered non-public. While the majority of these projects previously existed within other planning documents, this particular plan ensures that all such projects work within a comprehensive framework that which satisfies City Council Goals and Objectives and the community's need for such projects. Furthermore, all such projects must be consistent with the following plan goals:

- Identify capital projects that reflect needs as demonstrated in master plans, studies, City Council resolutions, federal or state laws or through public request.
- Continue to identify and development sources of revenue to pay for capital expenditures that do not use, or compete for, resources from the General Fund.
- Prioritize capital projects that provide substantial public benefit and implement the primary goals and objectives of adopted plans and policies.
- Participate in inter-jurisdictional planning to formulate coherent policies and to avoid service delivery fragmentation among the City, townships, special districts, and the private sector.

- Prioritize collaborative projects, specifically projects that have direct impacts on the quality of life for City residents.
- Practice fiscal conservancy.
- Maintain a strong, ongoing commitment to economic development.

Funding Sources

For the majority of the projects listed in the CIP the funding sources are a combination of local, State and/or Federal, but as stated above may be non-traditional in nature. These projects are primarily street projects, but since repairing below grade infrastructure is often more invasive, these projects are often combined. Therefore, the funding sources can extend into other realms including bonds, special assessment districts, etc. To that end potential funding sources are listed on the project specific forms included as part of this plan. Additionally, since available City resources can severely hamper the ability to commence said projects, staff considered past budgetary history to determine the enclosed projections. The final category of funding is less certain but is quite important and that includes grants, private sources, etc.

Funding for transportation projects through fiscal year 2029 was determined through the transportation improvement plan (TIP) planning process as authorized through the Michigan Department of Transportation; however, beyond that date they are yet to be fully defined. Upon adoption of the 2026-2029 TIP, several of the project listed as TBD will be added to the latter years of the CIP. This is a fluid document subject to change over the years.

Program Summary

Subsequent pages provide a summary of each department's CIP project, its type, project limits/parameters, and anticipated funding year. In total, the projects are summarized as follows:

Categories	Number of Projects	Total 5 Year Project Costs
Assessor	1	\$35,000
Community Development	8	\$399,000
Downtown Development Authority	5	\$225,000
Engineering	94	\$126,615,013
Fire	11	\$2,900,552
Parks & Recreation	16	\$12,785,000
Police	7	\$578,000
Public Works	20	\$56,850,000
Total:		\$200,387,565

CAPITAL IMPROVEMENT NEEDS

FY 2025 - 2029

PROJECT TYPE	DEPARTMENT	PROJECT	NOTES	FY 25-26	FY 26-27	FY 27-28	FY 28-29	FY 29-30	TO BE DET.
Motor Pool	Assessing	Vehicle	To replace existing						\$35,000
Ordinance	Comm. Dev.	Form Based Code				\$60,000	\$60,000		
IT	Comm. Dev.	Tablet Replacements						\$41,000	
IT	Comm. Dev.	10 Desktops				\$10,000			
IT	Comm. Dev.	4 Laptops		\$2,000	\$2,000	\$2,000	\$2,000		
Facilities	Comm. Dev.	Carpet			\$50,000				
Facilities	Comm. Dev.	New Inspector Vehicles (Motor Pool)		\$20,000	\$20,000	\$20,000	\$20,000	\$20,000	
Facilities	Comm. Dev.	Department Painting		\$10,000					
Facilities	Comm. Dev.	Install 4 Windows in the East Wall							\$60,000
Motor Pool	DDA	UTV/ATV	Event setup & breakdown	\$10,000					
Facilities	DDA	GRFM Pavillion	Repaint & add electric	\$25,000	\$50,000	\$10,000			
Facilities/IT	DDA	Speakers	Repair	\$10,000					
Parks	DDA	Flowers/Streetscape	New flower baskets/pots		\$10,000	\$10,000			
Facilities	DDA	Bright Walls	Maintenance				\$50,000	\$50,000	
Street and Water	Engineering	Adams	Lansing to Blackstone						\$1,629,311
Street and Water	Engineering	Austin	Cooper to Howard						\$645,911
Street and Water	Engineering	Backus	Clinton to Monroe						\$817,078
Street and Water	Engineering	Bennett	Clinton to North						\$653,985

PROJECT TYPE	DEPARTMENT	PROJECT	NOTES	FY 25-26	FY 26-27	FY 27-28	FY 28-29	FY 29-30	TO BE DET.
Street and Water	Engineering	Beverly Park Place	West to east end						\$440,394
Street	Engineering	Blackstone	Glick to VanBuren		\$193,380				
Street and Water	Engineering	Blackstone	Morrell to Washington						\$1,476,788
Street and Water	Engineering	Bowen	Gettysburg to Elmwood						\$934,956
Street and Water	Engineering	Briarcliff	West to Audubon						\$705,446
Street and Water	Engineering	Broadcrest	South End to Oakridge						\$213,540
Street	Engineering	Brown	Denton to High		\$277,182				
Street and Water	Engineering	Bush	Hallett to north end						\$955,949
Street and Water	Engineering	Carleton Boulevard	West to Brown						\$2,020,920
Street and Water	Engineering	Carr	Wildwood to north end						\$624,919
Street and Water	Engineering	Chapin	Summit to Elm						\$1,598,631
Water	Engineering	Cooper	Warwick to Franklin		\$460,000				
Street	Engineering	Cortland	Blackstone to Francis						\$600,404
Street and Water	Engineering	DeMay Ct	Steward to East End						\$151,789
Bridge Preventative Maintenance	Engineering	Denton Rd	Spark Park Pond						\$31,177
Water	Engineering	DWSRF Ph1 LSL Replacements	Various locations	\$4,000,000	\$4,000,000				
Street and Water	Engineering	Eggleston	Robinson to Wall						\$1,038,303
Street	Engineering	Elizabeth St	Park to Van Dorn St						\$112,075
Bridge	Engineering	Francis St Bridge							\$1,445,961
Traffic Signal	Engineering	Ganson	at Jackson		\$434,923				
Street	Engineering	Ganson	Elm to City Limits		\$692,000				

PROJECT TYPE	DEPARTMENT	PROJECT	NOTES	FY 25-26	FY 26-27	FY 27-28	FY 28-29	FY 29-30	TO BE DET.
Water	Engineering	Ganson	Elm to City Limits	\$180,000					
Bridge	Engineering	Ganson St Bridge							\$1,329,990
Street	Engineering	Hazardous Tree Removals	Various locations	\$156,400					
Street and Water	Engineering	Hollywood Ct	Cooper to Scott						\$623,305
Water	Engineering	Hupp-Morrell Transision Main	Elm to Cooper			\$5,476,301			
Street and Water	Engineering	Irving	Ganson to Leroy						\$1,094,820
Street and Water	Engineering	Jefferson	Lansing to Blackstone						\$1,629,311
Street and Water	Engineering	Johnson	South end to Plymouth						\$920,424
Street and Water	Engineering	Joy	Summit to Elm						\$1,598,631
Traffic Signal	Engineering	Lansing Ave	at Clinton		\$434,923				
Traffic Signal	Engineering	Lansing Ave	at Monroe		\$434,923				
Traffic Signal	Engineering	Lansing Ave	at North Street		\$434,923				
Street and Water	Engineering	Lansing Ave	Blackstone to North St						\$2,566,969
Street and Water	Engineering	Larson	Cooper to Scott						\$623,305
Street and Water	Engineering	Leroy	Irving to Whitney						\$1,094,820
Sewer	Engineering	Manson	Cooper to WTP			\$121,610			
Street and Water	Engineering	Marshall	Whitney to east end						\$645,911
Street, Water, Sewer, Traffic Signal, Street Lighting	Engineering	MLK Corridor Reimagined	South St to Morrell	\$5,138,202	\$10,276,403				
Trail	Engineering	MLK Equality Trail	Detroit to Trail	\$277,605					
Trail	Engineering	MLK Equality Trail	MLK to Merriman		\$610,995				
Trail	Engineering	MLK Equality Trail	Weatherwax to Optimist Shelter		\$692,828				

PROJECT TYPE	DEPARTMENT	PROJECT	NOTES	FY 25-26	FY 26-27	FY 27-28	FY 28-29	FY 29-30	TO BE DET.
Water	Engineering	MLK Transmission WM Extension	MLK-Mitchell- Cooper-Washington			\$2,000,000			
Street and Water	Engineering	Monroe	Cooper to Whitney						\$870,365
Traffic Signal	Engineering	Morrell	at Brown		\$399,752				
Traffic Signal	Engineering	Morrell	at First					\$468,700	
Traffic Signal	Engineering	Morrell	at Fourth			\$454,000			
Traffic Signal	Engineering	Morrell	at Wisner		\$399,752				
Street	Engineering	Morrell	Bowen to West				\$665,000		
Street	Engineering	Morrell	Brown to Bowen			\$1,099,000			
Water	Engineering	North Branch Water Transmission							\$7,482,424
Sewer	Engineering	North Extension Sewer	Mytle to WWTP	\$456,000					
Bridge Preventative Maintenance	Engineering	North St	at Grand River						\$53,446
Street and Water	Engineering	North St	Lincoln to Lansing						\$1,656,145
Street and Water	Engineering	Oakhill	West to Steward						\$1,064,138
Street	Engineering	Page-Elm-Washington	City Limits to Cooper					\$6,440,867	
Water	Engineering	Park	Burr to Ganson		\$460,000				
Street	Engineering	Park St	Michigan Ave to Elizabeth						\$70,354
Parking Lot	Engineering	Parking Lot 19 (Hayes Hotel)							\$280,384
Parking Lot	Engineering	Parking Lot 3 (YMCA)							\$1,056,946
Parking Lot and Landscaping	Engineering	Parking Lot 5 (Farmers Market)							\$51,379
Parking Lot	Engineering	Parking Lot 8 (Post Office)							\$249,557
Water	Engineering	Pearl Loop Transition Main	Cooper-Pearl- Waterloo-Michigan- East		\$7,549,605				

PROJECT TYPE	DEPARTMENT	PROJECT	NOTES	FY 25-26	FY 26-27	FY 27-28	FY 28-29	FY 29-30	TO BE DET.
Water	Engineering	Pigeon	Wren to Moore	\$460,000					
Street and Water	Engineering	Pleasant	Ganson to Michigan						\$592,623
Water	Engineering	Pleasant	Pringle to Deyo		\$460,000				
Street and Water	Engineering	Prospect	Fourth to Francis						\$2,250,825
Street and Water	Engineering	Prospect	Francis to Townley						\$2,446,536
Water	Engineering	Quarry	Park to Harris		\$460,000				
Street and Sanitary Storm	Engineering	Randolph	Brown to High						\$1,736,621
Street and Water	Engineering	Robinson	Milwaukee to Merriman						\$1,038,303
Water	Engineering	Seventh	Christy to Carlton	\$460,000					
Bridge Preventative Maintenance	Engineering	Sewage Plant Dr	at Grand River						\$59,384
Water	Engineering	South Branch Water Transmission							\$5,108,001
Street and Water	Engineering	Thompson	Oakdale to Morrell						\$741,183
Bridge Preventative Maintenance	Engineering	Trail St	at Grand River						\$66,807
Street Lighting	Engineering	VanDorn	Pearl to Homewild		\$290,222				
Water	Engineering	Virginia	Waterloo to 430 ft east		\$460,000				
Water	Engineering	Warwick Ct	MLK Jr Dr to Cooper	\$460,000					
Street and Water	Engineering	Washington Ave	Brown to West						\$1,732,921
Street and Water	Engineering	Washington Ave	East Ave to Elm						\$2,455,931
Street and Water	Engineering	Washington Ave	Grand River to East Ave						\$1,398,985
Street	Engineering	Washington Ave	Park Pl to Elm					\$1,423,000	
Sewer	Engineering	Water Treatement Plant	On-site sewer replacement	\$611,953					

PROJECT TYPE	DEPARTMENT	PROJECT	NOTES	FY 25-26	FY 26-27	FY 27-28	FY 28-29	FY 29-30	TO BE DET.
Street and Water	Engineering	Whitney	North St to Leroy						\$1,095,113
Water	Engineering	Wilkins	MLK Jr Dr to NY Alley	\$460,000					
Street and Water	Engineering	Wilson	South end to Plymouth						\$920,424
Street and Water	Engineering	Wisner	Morrell to Michigan						\$2,786,227
Street and Water	Engineering	Woodward	Edward to A St						\$434,522
Water	Engineering	Woodward	Edward to A St	\$460,000					
Facilities	Fire	Training Tower		\$700,000					
Facilities	Fire	Station 1 Tuckpointing		\$15,000					
IT	Fire	Station 1 & 2 Paging System upgrade			\$90,000				
Facilities	Fire	Front of Building & Windows			\$385,000				
Motor Pool	Fire	Utility Vehicle			\$56,000				
Facilities	Fire	Station 1 Locker room				\$100,000			
Motor Pool	Fire	New Rescue				\$385,000			
Facilities	Fire	Station 2 generator					\$60,000		
Facilities	Fire	Station 1 Bay heat					\$60,000		
Motor Pool	Fire	Utility Vehicle					\$57,881		
Motor Pool	Fire	Replace Engine 2						\$991,671	
Park Upgrades	Parks & Rec	Workers Mem. Park	Basketball Courts	\$100,000					\$45,000
Construction	Parks & Rec	Ella Sharp Park Barn	New Barn/Wash Bay		\$500,000				
Construction	Parks & Rec	MLK Center Additions	Gym/classroom/bathrooms	\$5,000,000					
Park Updates	Parks & Rec	MLK Center upgrades	Basketball courts		\$300,000				
Construction	Parks & Rec	ESP Pickelball Court	6 courts/parking				\$300,000		Possible matching grant

PROJECT TYPE	DEPARTMENT	PROJECT	NOTES	FY 25-26	FY 26-27	FY 27-28	FY 28-29	FY 29-30	TO BE DET.
Construction	Parks & Rec	ESP Basketball Court	(1) court/fencing		\$165,000				Possible matching grant
Facility Upgrade	Parks & Rec	ESP Mini Golf Finalize	landscape/building	\$50,000					
Facility Upgrade	Parks & Rec	ESP Learning Center	Netting					\$150,000	
Facility Upgrade	Parks & Rec	ESP 4 Corners Upgrade	Update bathrooms	\$50,000					
Facility Upgrade	Parks & Rec	ESP Pump House	Update pipping			\$150,000			
Facility Upgrade	Parks & Rec	ESP Parking and trail	New Parking & Trails			\$4,000,000			
Facility Upgrades	Parks & Rec	Nixon Park	Splash Pad			\$800,000			Donation assistance
Facility Upgrades	Parks & Rec	Nixon Park	Facility Upgrades				\$400,000		
Park Upgrades	Parks & Rec	ESP Golf Course	New cart paths					\$200,000	
Park Updates	Parks & Rec	Bloomfield Park	Court resurfacing				\$75,000		
Park Updates	Parks & Rec	Nixon Park	New building					\$500,000	matching grant
Facilities	Police	Men's Locker Room Restroom Remodel		\$50,000					
Facilities	Police	Building Door FOB System		\$18,000					
Facilities	Police	Westside Exterior Windows			\$100,000				
IT Equipment	Police	Mobile Data Computers			\$90,000				
Facilities	Police	Remaining Exterior Windows				\$75,000			
Facilities	Police	Outdoor Range Lead Removal					\$95,000		
Facilities	Police	Roof Replacement						\$150,000	
Sanitary Sewer	Public Works	Standby Generator		\$2,000,000					
Sanitary Sewer	Public Works	UV Disinfection			\$5,000,000				
Sanitary Sewer	Public Works	EQ Improvements				\$2,000,000			

PROJECT TYPE	DEPARTMENT	PROJECT	NOTES	FY 25-26	FY 26-27	FY 27-28	FY 28-29	FY 29-30	TO BE DET.
Sanitary Sewer	Public Works	Digesters (2-years)				\$16,000,000	\$8,000,000		
Sanitary Sewer	Public Works	Grit						\$9,000,000	
Water - WTP	Public Works	Source water study SOM Grant Funded		\$500,000					
Water - WTP	Public Works	Ground Storage tank valves & 1-4 filter drain valves		\$550,000					
Water - WTP	Public Works	New Service Line into plant		\$250,000					
Water - WTP	Public Works	48" Valve replacement -wet well / replace filter valves		\$750,000					
Water - WTP	Public Works	New chemical feed lines throughout plant		\$400,000					
Water - WTP	Public Works	Control Valves & Actuators		\$1,000,000					
Water - WTP	Public Works	New Well Field Development & install new wells			\$2,500,000				
Water - WTP	Public Works	High Service Pump Station electrical upgrades			\$1,000,000				
Water - WTP	Public Works	Replace High Service Pumps #2 & #3				\$750,000			
Water - WTP	Public Works	New well /developed well field				\$1,000,000			
Water - WTP	Public Works	Climate control upgrades to facility				\$650,000			
Water - WTP	Public Works	On site chlorine generation					\$1,500,000		
Water - WTP	Public Works	High Service Pump Station electrical upgrades					\$2,000,000		

PROJECT TYPE	DEPARTMENT	PROJECT	NOTES	FY 25-26	FY 26-27	FY 27-28	FY 28-29	FY 29-30	TO BE DET.
Water - WTP	Public Works	New well to new well field						\$1,000,000	
Water - WTP	Public Works	High Service Pump Station electrical upgrades						\$1,000,000	
			TOTALS	\$24,630,160	\$39,739,810	\$35,172,911	\$13,344,881	\$21,435,238	\$66,064,565

5-Year Total:	\$200,387,565
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