



AGENDA - CITY COUNCIL

Tuesday, May 27, 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. PRESENTATIONS/PROCLAMATIONS.

A. Presentation on the Water and Wastewater Rate Studies

*Allow for a presentation on the Water and Wastewater Rate Studies, by
Bendzinski & Co. Municipal Finance Advisors*

6. PUBLIC HEARINGS.

7. CITIZEN COMMENTS.

(3-Minute Limit)

8. CONSENT CALENDAR.

Consent Action

A. Minutes of the May 8, 2025, Budget Workshop

Approve the minutes from the May 8, 2025 Budget Workshop

B. Minutes of the May 13, 2025, Regular Meeting of the Jackson City Council

C. Corrective Resolution - Council Meeting Dates

Approve a resolution correcting the 2025 City Council Meeting Dates Schedule

D. Traffic Control Order 2405

Approve Traffic Control Order 2405 installing Autistic Child signs on Merriman Street between Wall Street and Damon Street

E. Special Event Application: Pathway Kids Club

Approve a request from the Ganson Street Baptist Church to host the Pathway Kids Club, June 23-27, 2025, in downtown Jackson.

F. Special Event Application: Revival in the Park

Approve a request from Connections 4 Christ to host the Revival in the Park on June 7, 2025, in downtown Jackson.

G. Special Event Application: Fall Gala

Approve a request from the Jackson Community Foundation to host the Fall Gala on September 19, 2025, in downtown Jackson.

H. Special Event Application: Food Truck Fridays

Approve a request from the Jackson Downtown Development Authority to host the Food Truck Fridays on May 23, June 27, July 25, August 22, and September 26, 2025, in downtown Jackson.

I. Special Event Application: Food Truck Tuesdays

Approve a request from Melted Grill, LLC to host the Food Truck Tuesdays on June 10, June 24, July 22, August 5, and August 19, 2025, in downtown Jackson.

J. Special Event Application: Sacred Heart Community Festival

Approve a request from the Sacred Heart Community Church to host the Sacred Heart Community Festival on June 29, 2025, in downtown Jackson.

K. Special Event Application: Paws in the Park

Approve a request from the Cascades Human Society to host the Paws in the Park on June 21, 2025, at Cascades Park.

L. Special Event Application: June Cruise-In and Concert

Approve a request from the Jackson Downtown Development Authority to host the June Cruise-In and Concert, in downtown Jackson.

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

Approve a request from the Jackson Downtown Development Authority to host the Grand River Farmers Market-Children's Market, in downtown Jackson.

9. OTHER BUSINESS.

- A. East Side Economic Development Update

10. NEW BUSINESS.

- A. Resolution to Establish Licensing Fees for Electric Scooters

Adopt the Resolution establishing the annual licensing fee and non-compliance penalty for electric scooters under City Ordinance 2025-1

- B. Resolution - Delinquent Invoices 2025 Summer Tax Bill

Approve the resolution placing delinquent invoices on the 2025 summer tax bills.

- C. Resolution - Right of First Refusal

Requested action is for City Council to approve a Resolution to exercise its right of first refusal option to take 19 parcels for future redevelopment and decline an additional 22 parcels.

- D. Audit Services Agreement - Rehmann

Approve the three-year agreement to engage Rehmann to provide audit services at a cost of \$100,000.00 for fiscal year 2024/25, \$105,000.00 for fiscal year 2025/26, and \$110,200.00 for fiscal year 2026/27; and authorization for the Mayor and City Clerk to execute the appropriate document in accordance with the Purchasing Coordinator.

- E. Funding Letters for Pension Systems

Receive the actuarial valuations as of June 30, 2024, for the Act 345 Policemen's & Firemen's Retirement Plan, the Employees' Retirement System, and the Policemen's and Firemen's Retirement System, and approve the actuarial funding necessary for the fiscal year 2025/2026.

- F. Resolution Proposed Annual Budget for Fiscal Year 2025-2026

Adoption of the Annual Budget Resolution for Fiscal Year 2025/26 and authorize the Mayor and City Clerk to sign the 2025 Tax Rate Request (form L-4029).

G. Ordinance -Nonunion Wage Table effective 7.1.2025

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

H. Contract Award for the MLK Equality Trail Extension

Approve the award of the contract for the MLK Equality Trail Extension on Mechanic Street from Detroit Street to Trail Street to Merlo Construction Company, Inc. of Milford, Michigan at a cost of \$298,052.00 and authorize the Mayor and City Clerk to execute the appropriate documents.

I. Donation of vacant property

Accept the donation of vacant property at 225 W. Biddle Street (parcel # 4-047600000), 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.

J. Resolution - Water and Wastewater Rate

Approval of Option #1 for the fiscal years 2025/26 and 2026/27 Water and Wastewater Rate Resolution.

K. Interagency Agreement Between the City of Jackson and Leoni Twp.

Approve the interagency agreement between the City of Jackson and Leoni Township, for building inspection and plan review services, and allow the City Manager and City Attorney to make minor modifications as may be required.

L. The sale of 1206 Deyo Street, PIN # 6-040600000.

Approve the sale of 1206 Deyo Street, PIN # 6-040600000 to Adnan Baghal Investment LLC, located at 205 Page Ave, Jackson, MI. 49201. for two thousand dollars (\$2,000). Allow the City Manager and City Attorney to initiate the sales and development agreement consistent with City policies.

11. CITY COUNCILMEMBER'S COMMENTS.

12. CITY MANAGER'S COMMENTS.

13. ADJOURNMENT.

City of Jackson – Water & Sewer Rate Studies

May 27, 2025

Presented By:
Andy Campbell, CPA
Registered Municipal Advisor
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Bendzinski & Co.
Municipal Finance Advisors



Bendzinski & Co.
MUNICIPAL FINANCE ADVISORS
A MICHIGAN FIRM, WORKING FOR MICHIGAN.

Water – Overview

- City is facing inflationary expense increases in budget
- Consumers Energy has cut back on their flow (this was expected and estimated in the last rate study)
- City water users have scaled back on their water usage causing additional revenue problem
- Rate increases we are proposing will still require the City to scale back capital improvement plan and overall budget
- City staff is continuing to pursue grants and earmarks to address capital needs



Water – Fund 591 – Operations and Maintenance

	Fiscal Year Ended				Forecasted	
	6/30/2023 Actuals	6/30/2024 Actuals	6/30/2025 Budget	6/30/2026 Budget	Test Year	Inflationary Increases
Total Fund 591 Water O & M Expenses	\$6,071,739	\$5,647,222	\$9,087,516	\$10,263,713	\$10,263,713	4.00-5.00%

- Budgetary Pressures
 - Chemicals and Utilities
 - Contractual Services
 - Being more proactive, rather than reactive to system capital improvement needs
 - Health Insurance



Water – Fund 402 – Operations and Maintenance

	Fiscal Year Ended				Forecasted	
	6/30/2023	6/30/2024	6/30/2025	6/30/2026		Inflationary
	Actuals	Actuals	Budget	Budget	Test Year	Increases
Total Fund 402 Water O & M Expenses	\$3,439,171	\$4,656,432	\$8,039,267	\$12,691,466	\$4,815,053	4.00-5.00%

Equipment and Replacement Fund

- Projects tied to grant dollars (grant dollars for other fund improvements but trying to improve water infrastructure at the same time)
- Need to continue to improve aging infrastructure
- Trying to avoid issuing debt (if not tied to principal forgiveness or grant dollars) as much as possible



Water – Fund 403 – Operations and Maintenance

	Fiscal Year Ended				Forecasted	
	6/30/2023	6/30/2024	6/30/2025	6/30/2026		Inflationary
	Actuals	Actuals	Budget	Budget	Test Year	Increases
Total Fund 403 Water O & M Expenses	\$337,696	\$736,707	\$1,556,570	\$1,372,110	\$1,372,110	4.00-5.00%

Lead Service Line Replacement Fund

- Continue compliance with state and federal regulations related to lead service line replacements
- City staff continuing to apply for grants and low interest loans to address lead service line replacement needs and compliance by 2037



Water – Current Debt Schedules

	2018 Capital	2023 DWSRF	2024 DWSRF	Fiscal Year
Date	Improvement Bonds	Revenue Bonds	Revenue Bonds	Total
2024/25	\$590,589.00	\$77,578.22	\$31,575.69	\$699,742.91
2025/26	592,699.00	248,461.03	166,825.00	1,007,985.03
2026/27	593,754.00	247,703.21	167,050.00	1,008,507.21
2027/28	593,754.00	249,375.08	169,700.00	1,012,829.08
2028/29	592,699.00	246,000.08	167,300.00	1,005,999.08
2029/30	594,809.00	247,578.20	169,850.00	1,012,237.20
2030/31	593,543.00	249,062.57	167,350.00	1,009,955.57
2031/32	593,226.50	250,453.19	169,800.00	1,013,479.69
2032/33	593,754.00	246,796.93	167,200.00	1,007,750.93
2033/34		248,093.80	169,550.00	417,643.80
2034/35		249,296.92	166,850.00	416,146.92
2035/36		250,406.29	169,100.00	419,506.29
2036/37		246,468.79	166,300.00	412,768.79
2037/38		247,484.41	168,450.00	415,934.41
2038/39		248,406.28	170,500.00	418,906.28
2039/40		249,234.40	167,500.00	416,734.40
2040/41		249,968.77	169,450.00	419,418.77
2041/42		245,656.27	166,350.00	412,006.27
2042/43		246,296.89	168,200.00	414,496.89
2043/44		246,843.76	169,950.00	416,793.76
2044/45		247,296.88	166,650.00	413,946.88
Total:	\$5,338,827.50	\$5,038,461.97	\$3,395,500.69	\$13,772,790.16



Water – Capital Improvement Plan

	2024/25	2025/26	2026/27	2027/28	2028/29	2029/30	Total
Source Water Study	\$350,000	\$150,000					\$500,000
Ground Storage Tank Valves	550,000						550,000
New Service Line	250,000						250,000
Transmission Mains	3,051,480						3,051,480
48" Valve Replacement		750,000					750,000
New Chemical Feed Lines		400,000					400,000
Control Valves and Actuators		1,000,000					1,000,000
Transmission Mains			\$6,815,645				6,815,645
New Well Field Development and Install			2,500,000				2,500,000
H.S.P.S Electrical Upgrades			1,000,000				1,000,000
Transmission Mains			4,033,505				4,033,505
Replace #2 & #3 High Service Pumps				\$750,000			750,000
Add New Well to Developed Well Field				1,000,000			1,000,000
Climate Control Upgrades				650,000			650,000
On Sight Chlorine Generation					\$1,500,000		1,500,000
Electrical Upgrades in the H.S.P.S					2,000,000		2,000,000
Add New Well to New Well Field						\$1,000,000	1,000,000
Electrical Upgrades in the H.S.P.S						1,000,000	1,000,000
Subtotal:	\$4,201,480	\$2,300,000	\$14,349,150	\$2,400,000	\$3,500,000	\$2,000,000	\$28,750,630
Plus 5% Yearly Inflation:	-	115,000	1,470,788	378,300	754,272	552,563	3,270,923
Total Estimated Capital Improvements:	\$4,201,480	\$2,415,000	\$15,819,938	\$2,778,300	\$4,254,272	\$2,552,563	\$32,021,553
Cash-Funded:	\$3,851,480	\$2,415,000		\$2,778,300	\$4,254,272	\$2,552,563	\$15,851,615
Debt-Funded:			\$15,819,938				\$15,819,938
Grant-Funded:	\$350,000						\$350,000



Water – Grants Received – 2020 to Today

- Total – \$27,935,005
- Used for various capital improvements to the system
- If these funds were borrowed over 30 years (instead of receiving the grants), the water user rates would need to be 10.27% higher than they are currently
 - Not just the grant received, also prevented the ratepayers from having to pay millions in interest costs on debt
 - Typical homeowner's bill would be \$13.11/quarter higher
 - This will result in a savings of \$1,573.20 over the term



Water – User Rates – Options

- Typical city homeowner's quarterly bill (assumes use of 1,800 cubic feet/quarter)
 - Current 2024/25 – \$127.62
 - Statewide average that we see is \$135.00
 - Option 1
 - 2025/26 – \$142.62
 - Increase of \$15.00 (\$5.00/month)
 - Cash flow neutral in year 2 before capital improvements
 - Option 2
 - 2025/26 – \$139.62
 - Increase of \$12.00 (\$4.00/month)
 - Option 3
 - 2025/26 – \$136.62
 - Increase of \$9.00 (\$3.00/month)
 - Delaying capital improvements, spending down reserves



Sewer – Overview

- City is facing inflationary expense increases in budget
- Rate increases we are proposing will still require the City to scale back capital improvement plan and overall budget
- City staff is continuing to pursue grants and earmarks to address capital needs
- Township flows are down considerably in the past couple years causing revenue issues
- Township Contract Updates



Sewer – Fund 590 – Operations and Maintenance

	Fiscal Year Ended				Forecasted	
	6/30/2023 Actuals	6/30/2024 Actuals	6/30/2025 Budget	6/30/2026 Budget	Test Year	Inflationary Increases
Total Fund 590 Sewer O & M Expenses	\$3,901,245	\$4,722,309	\$5,850,648	\$5,989,041	\$5,989,041	4.00-5.00%

- Budgetary Pressures
 - Chemicals and Utilities
 - Contractual Services
 - Being more proactive, rather than reactive to system capital improvement needs
 - Health Insurance



Sewer – Fund 404 – Operations and Maintenance

	Fiscal Year Ended				Forecasted	
	6/30/2023	6/30/2024	6/30/2025	6/30/2026		Inflationary
	Actuals	Actuals	Budget	Budget	Test Year	Increases
Total Sanitary Sewer Maintenance Expenses	\$323,386	\$304,021	\$608,529	\$462,407	\$462,407	4.00-5.00%

Sanitary Sewer Maintenance Fund

Sewer – Fund 405 – Operations and Maintenance

	Fiscal Year Ended				Forecasted	
	6/30/2023	6/30/2024	6/30/2025	6/30/2026		Inflationary
	Actuals	Actuals	Budget	Budget	Test Year	Increases
Total New Sewer Construction Expenses	\$631,349	\$815,387	\$4,313,268	\$5,909,958	\$704,595	4.00-5.00%

Sanitary Sewer Replacement Fund

- Many capital improvements will need to be delayed until township contract process is finalized
 - This will not address all future funding needs



Sewer – Fund 406 – Operations and Maintenance

	Fiscal Year Ended				Forecasted	
	6/30/2023	6/30/2024	6/30/2025	6/30/2026		Inflationary
	Actuals	Actuals	Budget	Budget	Test Year	Increases
Total Wastewater Equipment Replacement Expenses	\$2,032,935	\$7,031,745	\$3,832,083	\$687,653	\$687,653	4.00-5.00%

Wastewater Equipment Replacement Fund

Sewer – Fund 591 – Operations and Maintenance

	Fiscal Year Ended				Forecasted	
	6/30/2023	6/30/2024	6/30/2025	6/30/2026		Inflationary
	Actuals	Actuals	Budget	Budget	Test Year	Increases
Total Billing and Collection Expenses	\$342,459	\$352,063	\$427,521	\$449,462	\$449,462	4.00-5.00%

Sewer's Contribution to Billing and Collection Expenses



Sewer – Current Debt Schedules

Date	2018 Capital Improvement Bonds	2022 CWSRF Revenue Bonds	Fiscal Year Total
2024/25	\$233,016.78	\$573,293.87	\$806,310.65
2025/26	233,849.28	572,765.74	806,615.02
2026/27	234,265.52	575,078.23	809,343.75
2027/28	234,265.52	572,250.10	806,515.62
2028/29	233,849.26	574,281.35	808,130.61
2029/30	234,681.76	571,171.97	805,853.73
2030/31	234,182.26	572,921.96	807,104.22
2031/32	234,057.38	574,484.45	808,541.83
2032/33	234,265.50	570,906.32	805,171.82
2033/34	-	572,187.57	572,187.57
2034/35	-	573,281.32	573,281.32
2035/36	-	574,187.57	574,187.57
2036/37	-	569,953.19	569,953.19
2037/38	-	570,578.18	570,578.18
2038/39	-	571,015.67	571,015.67
2039/40	-	571,265.66	571,265.66
2040/41	-	571,328.15	571,328.15
2041/42	-	571,203.14	571,203.14
2042/43	-	570,890.63	570,890.63
2043/44	-	575,343.75	575,343.75
Total:	\$2,106,433.26	\$11,448,388.82	\$13,554,822.08



Sewer – Capital Improvement Plan

	2025/26	2026/27	2027/28	2028/29	2029/30	2030/31	2031/32	2032/33	2033/34	Total
Standby Generator			\$2,000,000							\$2,000,000
UV Disinfection			5,000,000							5,000,000
EQ Improvements			2,000,000							2,000,000
Digesters (2-yrs)			16,000,000	\$8,000,000						24,000,000
Grit					\$9,000,000					9,000,000
EQ Expansion						\$53,000,000				53,000,000
Storm Pump Building							\$3,000,000			3,000,000
Final Clarifies (2-yrs)								\$9,000,000	\$5,000,000	14,000,000
Subtotal:	\$0	\$0	\$25,000,000	\$8,000,000	\$9,000,000	\$53,000,000	\$3,000,000	\$9,000,000	\$5,000,000	\$112,000,000
Plus 5% Yearly Inflation:	-	-	2,562,500	1,261,000	1,939,556	14,642,923	1,020,287	3,663,904	2,387,277	27,477,447
Total Estimated Capital Improvements:	\$0	\$0	\$27,562,500	\$9,261,000	\$10,939,556	\$67,642,923	\$4,020,287	\$12,663,904	\$7,387,277	\$139,477,447

- Currently planning on delaying standby generator and UV disinfection projects until township contracts are finalized
- Capital improvements continue to be needed on aging infrastructure
- Will need to find significant grants, earmarks or other sources of revenue in the next couple years; otherwise, significant rate increase needed to maintain system compliance and level of service to users



Sewer – Grants Received – 2020 to Today

- Total – \$8,424,500
- Used for various capital improvements to the system
- If these funds were borrowed over 30 years (instead of receiving the grants), the sewer user rates would need to be 7.25% higher than they are currently
 - Not just the grant received, also prevented the ratepayers from having to pay millions in interest costs on debt
 - Typical homeowner's bill would be \$4.56/quarter higher
 - This will result in a savings of \$547.20 over the term



Sewer – User Rates – Options

- Typical city homeowner's quarterly bill (assumes use of 1,800 cubic feet/quarter)
 - Current 2024/25 – \$62.94
 - Statewide average that we see is \$150.00
 - Option 1
 - 2025/26 – \$80.94
 - Increase of \$18.00 (\$6.00/month)
 - Cash flow positive in year 2 before capital improvements
 - Option 2
 - 2025/26 – \$77.94
 - Increase of \$15.00 (\$5.00/month)
 - Option 3
 - 2025/26 – \$74.94
 - Increase of \$12.00 (\$4.00/month)
 - Delaying capital improvements, spending down reserves



Combined – User Rates – Options

- Typical city homeowner's quarterly bill (assumes use of 1,800 cubic feet/quarter)
 - Current 2024/25 – \$190.56
 - Statewide average that we see is \$285.00
 - Option 1
 - 2025/26 – \$223.56
 - Increase of \$33.00 (\$11.00/month)
 - Option 2
 - 2025/26 – \$217.56
 - Increase of \$27.00 (\$9.00/month)
 - Option 3
 - 2025/26 – \$211.56
 - Increase of \$21.00 (\$7.00/month)



Questions?



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MEMO TO: Mayor and City Councilmembers

FROM: Jonathan Greene, City Manager

DATE: May 27, 2025

SUBJECT: Minutes of the May 8, 2025, Budget Workshop

Recommendation:

Approve the minutes from the May 8, 2025 Budget Workshop



BUDGET WORKSHOP MINUTES

May 8, 2025

CALL TO ORDER:

The Jackson City Council met in an informal session in Council Chambers to conduct a budget workshop and was called to order at 6:00 p.m. by Vice Mayor Freddie Dancy.

ROLL CALL:

Present: Vice Mayor/Second Ward Councilmember Freddie Dancy, Fourth Ward Councilmember Conner Wood, Fifth Ward Councilmember Christy May Davis, and Sixth Ward Councilmember Will Forgrave.

Absent: none. Mayor Daniel Mahoney, First Ward Councilmember Arlene Robinson, and Third Ward Councilmember Angelita Gunn.

Also present: City Manager Jonathan Greene, City Assessor Jason Yoakam, City Attorney Matt Hagerty, City Clerk Andrea Muray, Director of Parks and Recreation Kelli Hoover, Chief Equity Officer John Willis, Police Chief Chris Simpson, Director of Finance Heather Ehnis, Director of Public Works Mike Osborn, Director of Community Development Shane LaPorte, City Engineer Troy White, and Fire Chief Tim Gonzales.

ADOPTION OF THE AGENDA:

Motion was made by Councilmember Forgrave, seconded by Councilmember Wood to adopt the agenda. Vote – Yeas: Vice Mayor Dancy, Councilmembers Wood, Davis, and Forgrave (4). Nays: none. Motion carried.

FISCAL YEAR 2025-2026 BUDGET WORKSHOP:

Finance Director Heather Ehnis provided Council with an overview of the City wide budget followed by details regarding the Finance Department's budget. City Manager Jonathan Greene invited department heads to present an overview of their department's budgets to Council in the following order:

- Jason Yoakam – Assessor's Office
- Chris Simpson – Police Department
- Tim Gonzales – Fire Department
- John Willis –Department of Diversity, Equity, and Inclusion
- Troy White – Engineering
- Mike Osborne – Public Works

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- Kelli Hoover – Parks, Recreation, Cemeteries, and Trails
- Shane LaPorte/Cory Mays – Community Development
- Andrea Muray – Clerk’s Office
- Matt Hagerty – Attorney’s Office
- Jonathan Greene – City Manager’s Office and Treasurer’s Office

CITIZEN COMMENTS:

The citizen present for the workshop was given an opportunity to speak, but declined.

ADJOURNMENT:

Motion was made by Vice Mayor Dancy, seconded by Councilmember Davis to adjourn. Vote was done by voice with all in favor. Vice Mayor Dancy adjourned the meeting at 8:21 p.m.



MEMO TO: Mayor and City Councilmembers

FROM: Andrea Muray, City Clerk

DATE: May 27, 2025

SUBJECT: Minutes of the May 13, 2025, Regular Meeting of the Jackson City Council

Recommendation:

Approve the meeting minutes of the May 13, 2025 regular meeting of the Jackson City Council



CITY COUNCIL MEETING MINUTES

May 13, 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 J. Mahoney.

PLEDGE OF ALLEGIANCE AND INVOCATION:

Council joined in the Pledge of Allegiance. Invocation was given by Councilmember Angelita Gunn.

ROLL CALL:

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

Absent: none.

Also present: City Manager Jonathan Greene, City Attorney Matthew Hagerty, City Clerk Andrea Muray, Director of Parks and Recreation Kelli Hoover, Chief Equity Officer John Willis, Police Chief Chris Simpson, Director of Community Development Shane LaPorte, Fire Chief Tim Gonzales, and City Engineer Troy White.

ADOPTION OF AGENDA:

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

PRESENTATIONS/PROCLAMATIONS:

A. Law Enforcement Week Proclamation

Mayor Mahoney presented a proclamation declaring May 11-17, 2025, as Law Enforcement Week in the City of Jackson

B. Emergency Medical Services Week Proclamation

Mayor Mahoney presented a proclamation declaring May 18-24, 2025, as Emergency Medical Services Week in the City of Jackson.

PUBLIC HEARINGS:

A. Fiscal Year 2025/26 Proposed Budget

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

Comments by the public were heard.

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 by Councilmember Forgrave to take a three-minute recess. Vote was done by voice with all in favor. Motion carried.

A recess was taken from 7:23 p.m. until 7:31 p.m.

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

CITIZEN COMMENTS:

Citizen comments were heard and the meeting continued.

CONSENT CALENDAR:

- A. Minutes of the April 29, 2025, Regular Meeting of the Jackson City Council**
Approve the April 29, 2025, minutes of the regular meeting of the Jackson City Council.
- B. City of Jackson, Michigan Financial Statements for the Nine Months Ended March 31, 2025**
- C. Special Event Application: National Night Out**
Approve a request from the City of Jackson Police Department to host the National Night Out on August 5, 2025, at Loomis Park.
- D. Special Event Application: Jackson Catholic Corpus Christi Procession**
Approve a request from the Queen of the Miraculous Medal Catholic Church to host the Jackson Catholic Corpus Christi Procession on June 22, 2025, in downtown Jackson.
- E. Special Event Application: Family Fun Festival**
Approve a request from the Home of New Vision to host the Family Fun Festival on August 9, 2025, in downtown Jackson.
- F. Special Event Application: Sheriff Open House and Fun Fest**
Approve a request from the Jackson County Office of the Sheriff to host the Sheriff Open House and Fun Fest on June 1, 2025, in Jackson.

Motion was made by Councilmember Gunn, seconded by Councilmember Wood 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. Ordinance No. 2025-02 Chapter 28 Zoning Amendment**
Approve the second reading/final adoption of Ordinance No. 2025-02 amending Chapter 28 to allow for more vacant lots to be developed in order to expand the inventory of affordable housing units in the City of Jackson.

Motion was made by Vice Mayor Dancy, seconded by Councilmember Wood to approve the second reading/final adoption of Ordinance No. 2025-02 amending Chapter 28 to allow for more vacant lots to be developed in order to expand the inventory of affordable housing units in the City of Jackson. Vote – Yeas: Mayor Mahoney, Vice Mayor Dancy, Councilmembers Robinson, Gunn, Wood, Davis, and Forgrave (7). Nays: none. Motion carried.

NEW BUSINESS:

A. Miscellaneous Construction Contract

Recommendation: *Approve the award of the Miscellaneous Construction contract to Concord Excavating & Grading, Inc. of Concord, Michigan, at a cost of \$293,331.80 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 the award of the Miscellaneous Construction Contract to Concord Excavating & Grading, Inc. of Concord, Michigan at a cost of \$293,331.80 and authorize the Mayor and City Clerk to execute the appropriate documents. Vote – Yeas: Mayor Mahoney, Vice Mayor Dancy, Councilmembers Robinson, Gunn, Davis, and Forgrave (6). Nays: Councilmember Wood (1). Motion carried.

B. East Side Commerce Corridor Engineering Professional Services Contract

Recommendation: *Approve the award of the East Side Commerce Corridor Engineering professional services contract to Hubble, Roth & Clark, Inc. of Bloomfield Hills, Michigan in the amount of \$649,733.40 and authorize the Mayor and City Clerk to execute the appropriate documents.*

Motion was made by Councilmember Wood, seconded by Vice Mayor Dancy to approve the award of the East Side Commerce Corridor Engineering Professional Services Contract to Hubble, Roth & Clark, Inc. of Bloomfield Hills, Michigan in the amount of \$649,733.40 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.

C. Sale of 414 N. Jackson Street

Recommendation: *Approve the sale of City-owned property located at 414 N. Jackson Street (parcel # 1-015200000) to Collier Gibson LLC, approve the purchase agreement and related documents, and authorize the City Manager and City Attorney to make minor modifications as needed, negotiate a final purchase price, and execute the appropriate documents necessary to complete the transaction.*

Motion was made by Vice Mayor Dancy, seconded by Councilmember Wood to approve the sale of City-owned property located at 414 N. Jackson Street to Collier Gibson LLC, approve the purchase agreement and related documents, and authorize the City Manager and City Attorney to make minor modifications as needed, negotiate a final purchase price, and 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.

D. 2025-2029 Five-Year Consolidated Plan and 2025-2026 Annual Action Plan

Recommendation: *Approve Submission of the 2025–2029 Five-Year Consolidated Plan and the 2025–2026 Annual Action Plan, Adopt a Resolution of Certifications, and Authorize the Mayor to Sign Required Documents for Submission to HUD.*

Motion was made by Vice Mayor Dancy, seconded by Councilmember Gunn to approve submission of the 2025–2029 Five-Year Consolidated Plan and the 2025–2026 Annual Action Plan, adopt a Resolution of Certifications, and authorize the mayor to sign required documents for submission to HUD. Vote – Yeas: Mayor Mahoney, Vice Mayor Dancy, Councilmembers Robinson, Gunn, Wood, Davis, and Forgrave (7). Nays: none. Motion carried.

E. Fire Department Purchase - 2025 Ford Expedition

Recommendation: *Approve the purchase for \$52,578 for the 2025 Ford Expedition for use by the Jackson Fire Department.*

Motion was made by Vice Mayor Dancy, seconded by Councilmember Forgrave to approve the purchase of a 2025 Ford Expedition for use by the Fire Department for the purchase price of \$52,578. 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 Councilmember Wood. Vote was done by voice with all in favor. Motion carried. Mayor Mahoney adjourned the meeting at 8:11 p.m.



MEMO TO: Mayor and City Councilmembers

FROM: Jonathan Greene, City Manager

DATE: May 27, 2025

SUBJECT: Corrective Resolution - Council Meeting Dates

Recommendation:

Approve a resolution correcting the 2025 City Council Meeting Dates Schedule

CORRECTIVE RESOLUTION
CITY COUNCIL MEETING DATES 2025

BY THE CITY COUNCIL:

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

WHEREAS, on November 26, 2024 the City Council of the City of Jackson, Michigan declared the schedule that would meet in the Council Chambers on the second floor of City Hall, 161 West Michigan Avenue, Jackson, Michigan during 2025.

WHEREAS, on May 27, 2025 the Jackson City Council adopted a change to the July meeting schedule to accommodate scheduling conflicts.

NOW, THEREFORE, BE IT RESOLVED that the City Council of the City of Jackson, Michigan hereby declares that it will meet in the Council Chambers on the second floor of City Hall, 161 West Michigan Avenue, Jackson, Michigan during 2025 on the following dates:

January 14 January 28	July 22
February 11 February 25	August 19
March 11	September 16 September 30
April 15 April 29	October 14 October 28
May 13 May 27	November 18
June 10	December 2 December 16

* * * * *

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

I, Andrea Muray, City Clerk in and for the City of Jackson, County and State aforesaid, do hereby certify that the foregoing is a true and complete copy of a resolution adopted by the Jackson City Council on May 27, 2025.

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

Andrea Muray, City Clerk

MEMO TO: Mayor and City Councilmembers
FROM: Jonathan Greene, City Manager
DATE: May 27, 2025
SUBJECT: **Traffic Control Order 2405**
Autistic Child Signs – Merriman, Wall to Damon

Recommendation:

Approval of Traffic Control Order 2405 to install “Autistic Child Area” signs on Merriman Street, between Wall Street and Damon Street.

Attached is a memo from Troy White, City Engineer, for a Traffic Control Order for traffic control signage as described above.

I recommend approval of Traffic Control Order 2405. Your consideration and concurrence is appreciated.

DEPARTMENTAL REPORT

MEMO TO: Jonathan Greene, City Manager
FROM: Troy R. White, P.E., City Engineer
DATE: May 27, 2025

RECOMMENDATION: Approval of Traffic Control Order 2405 to install “Autistic Child Area” signs on Merriman Street between Wall Street and Damon Street.

ISSUE STATEMENT

There has been a request from a resident in the 1400 block of Merriman Street who has an autistic child residing in the household. They would like “Autistic Child Area” signs placed within their block due to what they claim are vehicles driving excessively fast on this street. The resident also advised that the child has started escaping or walking away from the residence and wandering into the street.

DESCRIBE THE CONSEQUENCES

This TCO may reduce the probability that this child who lives in the area may get out of their residence unattended and potentially wander into the roadway and be struck by a vehicle.

OWNERSHIP

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

SOLUTION

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

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

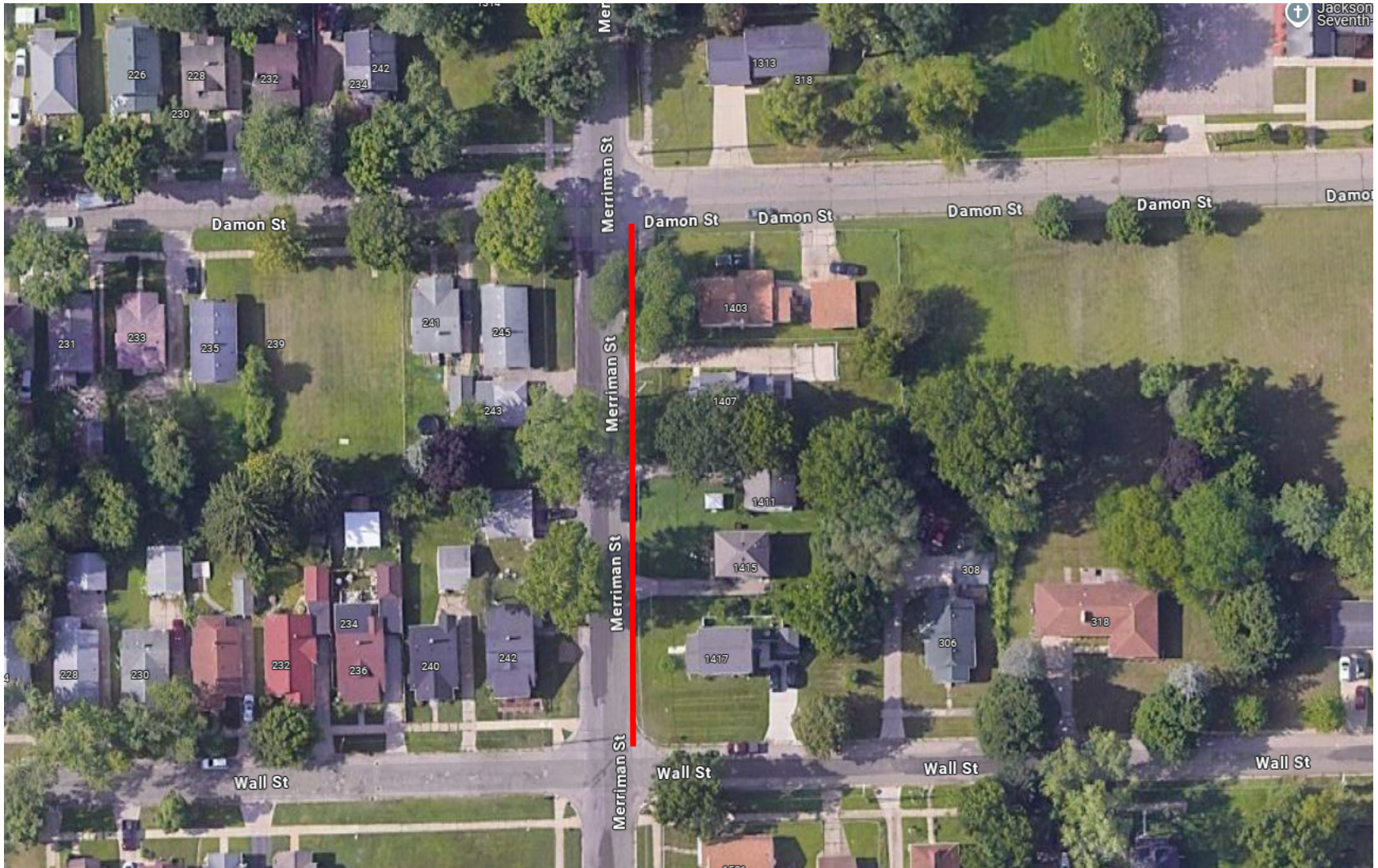
FACILITATE IMPLEMENTATION

Approval of Traffic Control Order 2405 to install “Autistic Child Area” signs on Merriman Street between Wall Street and Damon Street

TCO 2405

Merriman Street Between Wall Street and Damon Street

Autistic Child Signage



CITY OF JACKSON, MICHIGAN

TRAFFIC ENGINEERING DIVISION

Traffic Control Order No. 2405

LOCATION: Merriman Street between Wall Street and Damon Street.

DATE: May 27, 2025

ASSIGNED TO: Sign Shop

TCO DESCRIPTION

At the request of a resident, investigate the possibility of installing "Autistic Child Area" signs on Merriman Street between Wall Street and Damon Street.

BY TROY R. WHITE, P.E.

RECOMMENDATION

Install "Autistic Child Area" signs on Merriman Street between Wall Street and Damon Street.

APPROVED



REJECTED



DATE: 5/27/25

BY CITY COUNCIL

WORK ASSIGNMENT:

DATE: 5/27/25

TO: Sign Shop

Install "Autistic Child Area" signs on both sides of Merriman Street between Wall Street and Damon Street. One near the corner of Merriman Street and Wall Street on the East Side and on the Merriman Street 50 feet South of Damon Street on the West side of the Street.

BY TROY R. WHITE, P.E.

MATERIAL USED

2



2

Posts

Stop

Time Limit

No Parking

Loading Zone

One Way

Yield

Paint

Other

ASSIGNMENT COMPLETED

DATE:

BY: Sign Shop

WORK INSPECTED

REMARKS:

DATE:

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

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



MEMO TO: Mayor and City Councilmembers
FROM: Jonathan Greene, City Manager
DATE: May 27, 2025
SUBJECT: Special Event Application: Pathway Kids Club

Recommendation:

Approve a request from the Ganson Street Baptist Church to host the Pathway Kids Club, June 23-27, 2025, in downtown Jackson.

Attached is a memo and supporting paperwork from Beth Kuiper regarding the Special Event Application for the Pathway Kids Club.

I recommend approval of the Special Event Application for the Pathway Kids Club. Your consideration and concurrence is appreciated.



DEPARTMENTAL REPORT

MEMO TO: Jonathan Greene, City Manager

FROM: DDA Director, DDA Director

DATE: May 27, 2025

RECOMMENDATION: Approve a request from the Ganson Street Baptist Church to host the Pathway Kids Club, June 23-27, 2025, in downtown Jackson.

ISSUE STATEMENT

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

DEPARTMENT	APPROVAL	DENIAL	ECONOMIC IMPACT
DDA	X		\$0.00
Engineering	X		\$0.00
Fire	X		\$0.00
Neighborhood & Economic Operations	X		\$0.00
Parks & Recreation	X		\$0.00
Police	X		\$0.00
Public Works	X		\$0.00
		TOTAL	\$0.00

DESCRIBE THE CONSEQUENCES

Conditions & Considerations: Use of parking lots on First Street

OWNERSHIP

Insurance Status: Approval is dependent on the receipt of proper insurance documents.

SOLUTION

FACILITATE IMPLEMENTATION

Approve a request from the Ganson Street Baptist Church to host the Pathway Kids Club, June 23-27, 2025, in downtown Jackson.

ATTACHMENTS

- 1. SEA-Pathway Kids Club - Ganson St. Baptist



By: M. Evans Date: 5/7/25
 Fee Rec: 5/7/25 Date: 20073
 Cash: 20073 Check #: 20073
 Approved through City Council
 Yes/No: _____ Date: _____

SPECIAL EVENT APPLICATION 2025

Submit your application to mevans@cityofjackson.org or drop it off at
 City of Jackson Downtown Development Authority: 161 W. Michigan Ave, 5th Floor, Jackson, MI

Application must be submitted 60 days prior to event date

Application attachments

The application will not be submitted for approval until all attachments are attained.

☒ Application Fee: Nonrefundable. Cash or check only. Please make checks out to **Downtown Development Authority**

☒ Level 1: \$75 (0-1 city resources)

Examples of city resources include, but are not limited to, requests for power, water or fire hydrants, traffic cones, and staging.

☐ Level 2: \$150 (No road closure, needs 2 city resources) *Does not include closing Hayes Court

☐ Level 3: \$225 (Road closure, police assistance, needs 3+ city resources)

If you would like to apply for a non-profit/low resource fee waiver, see page 4.

☐ LATE FEE: +\$50 Late/Rush Fee submitted less than 60 days but greater than 30 days. No applications will be accepted less than 30 days from the date of the event.

☒ Insurance documentation for sponsoring organization

☐ Event Map -Please indicate the location of all items (see page 4 for detailed information needed & page 7 for a blank map)

☐ Liquor License & Liquor Liability Insurance (if applicable) See page 5 for details on liquor and the Social District

☐ Cannabis Consumption Area License and Liability insurance (if applicable)

☐ Carnival Ride Permit (if applicable)

☐ Insurance documentation for all vendors (if applicable)

☐ Fireworks plan and all required approval documentation from the appropriate authorities (if applicable)

☒ Applicant Information

EVENT NAME: Pathway Kids Club

Sponsoring Organization Legal Name : Ganson Street Baptist Church

Street Address : 637 W Ganson street

Tax ID# : 38-1539985

Website : <https://www.gansonstreet.org/>

Contact Name 1 : Chad Tyson

Email: chad@gansonstreet.org

Phone: 517 817 8582

Contact Name 2 :

Email:

Phone:

Contact Name/Phone# During Event: Chad Tyson 517 817 8582

☒ Event Details

Event Date(s):	Set up Time:	Start Time:	End Time:	Tear Down Time:
June 23-27	9:30 am	10:30	12:00	12:30

Has this event occurred before? ☒ Yes ☐ No If yes, how many previous years? 2

What is the expected attendance? 15-30

Do you expect to do this event next year?

☒ Yes ☐ No

☐ Type of Event Please check all that apply

Festival ☐ March/Parade ☐ Walk/Run* ☒ Other ☐ Kids 5 day club

***Downtown 5K/10K's:** Even with City Council approval, the proposed route cannot be guaranteed due to ongoing construction, which may require adjustments to the course. We recommend considering Ella Sharp Park as an alternative to downtown streets.

Description of Event

This description will be posted on the Special Events Calendar

We are planning to hold a neighborhood 5 day club (small out door VBS) in an empty lot on first street

Event Location

Please include the location on the map

Horace Blackman Park

Bucky Harris Park

MLK Equality Trail

TRUE City Square Stage

Grand River Farmers Market Pavilion

Ella Sharp Park

**requires Ella Sharp Board approval*

X Other Location 1016/1012 First Street

(Parking lots)

Requested Street Closure(s)

Please include all requested street closures on the map. **Note that street closures require an anticipated attendance of at least 3,000**

Street Name:	Cross Street 1:	Cross Street 2:
Closure Start Date:	Time:	Closure End Date:
Time:		Time:
Street Name:	Cross Street 1:	Cross Street 2:
Closure Start Date:	Time:	Closure End Date:
Time:		Time:
Street Name:	Cross Street 1:	Cross Street 2:
Closure Start Date:	Time:	Closure End Date:
Time:		Time:
Street Name:	Cross Street 1:	Cross Street 2:
Closure Start Date:	Time:	Closure End Date:
Time:		Time:
Street Name:	Cross Street 1:	Cross Street 2:
Closure Start Date:	Time:	Closure End Date:
Time:		Time:
Street Name:	Cross Street 1:	Cross Street 2:
Closure Start Date:	Time:	Closure End Date:
Time:		Time:

Bathroom Plan

Please include bathroom locations on the map

Facilities: How many restrooms/portable toilets will be provided, including ADA options?

Service Provider: Who will supply and service the restrooms (name/contact)?

Placement: Where will restrooms be located? **Please include locations on the map*

Additional Notes:

Bucky Harris Park Bathrooms Use: Request a key at City Hall, Parks & Rec, 161 W. Michigan Ave., 5th Floor with a \$75 refundable deposit and state ID. You must unlock and lock the bathroom doors before and after the event.

**Waste Management Plan** Please include garbage locations on the map

*If the area of your event is not cleaned up, you will be invoiced the cost of services.

Collection: How will garbage be managed during and after the event? We will collect and take away our own trash**Service Provider:** Who is responsible for waste removal (name/contact)?**Reciprocals:** How many bins will be provided? *Please include locations on the map
For large events, how many roll-offs?**Cleanup:** Who will handle post-event cleanup? We will collect and take away our own trash**Additional notes:****Other City Resource Requests** *Include all extra resources on map**Electrical Power:** Do you need electrical power?

Yes



No

****All electrical lines MUST be properly covered to minimize tripping hazards ******Will you have food trucks?**

Please add food truck names and locations on the map.

Yes



No

If yes, how many food trucks do you anticipate?

Using generators?

Yes



No

Do you need to rent power boxes for the food trucks?
\$25 per box rental cost (adapters included)

Yes



No

If yes, how many?

Will you have Vendors/ Other food on site?

Yes



No

If yes, how many?

Using generators?

Yes



No

Do you need to rent power boxes?
\$25 per box rental cost (adapters included)

Yes



No

If yes, how many?

Will you have Amusement/ Carnival Rides, other attractions (bounce house, foam machine, etc)?

Yes



No

If yes, what?

Using generators?

Yes



No

Do you need to rent power boxes?
\$25 per box rental cost (adapters included)

Yes



No

If yes, how many?

Other electrical power needed?

Yes



No

If yes, what?

Wattage needed:

Number of plug-ins needed:

Water: Do you need water?

Yes



No

If yes, please indicate the needed requirement:

Location of where the water is needed:

Fireworks: Do you plan to do fireworks?

Yes



No

*If yes, please attach your detailed fireworks plan along with all required approval documents from the appropriate local authorities.

Police Department: Do you require police assistance?

Yes



No

If yes, please explain:

Alcohol Sales:

Yes



No

*If yes, attach liquor license and liquor liability insurance

Cannabis Consumption Area:

Yes



No

*If yes, attach Cannabis Consumption License and liability insurance

Other Requests:

Traffic Cones How many?

15 foot Mobile Stage

25 foot Mobile Stage

Other

Other

Required Attachments for Application Processing



Insurance *Please request the following documentation from your insurance carrier.*

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



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



Event Map *Please include **all event details** and activities on the map for review and processing.*

Route plan	Emergency vehicle access	Requested street closures	Food Truck Locations
Vendor locations	Dispersal locations	Requested reserved parking	
Tent locations	Trash Receptacle locations	Requested electrical location	
Assembly locations	Bathroom locations	Alcohol/Cannabis sales locations	

**If these details change, a revised map must be provided seven days prior to event.*

Revised maps cannot include any additional street use, reserved parking, or additional space reservations.



I am a representative of a non-profit organization and respectfully request that the application fee be waived or considered for reduction. **Justification for Fee Waiver** (Please briefly explain financial limitations and community benefits of this event):

We are a small church looking to serve underserved parts of our community by holding an event in that community. we desire to make use of the empty lots that are in that location. We desire to create opportunity to grow community and connect children and their families to a faith community that will encourage them and help them grow.

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

Special Event Application Policy

Additional charges may incur if policies are broken.

1. The applicant or representative of any business, group, or organization that seeks approval to conduct a special event must be 21 years of age or older.
2. No ground stakes are allowed on City property. Tents and inflatables must be weighted down.
3. Glitter and confetti are prohibited at all events.
4. No plugging into outlets without prior approval.
5. For events utilizing street space, all fixtures (tents, vehicles, trucks, etc.) must be placed near the curbs to allow for emergency vehicle access.
6. No alcoholic beverages allowed unless proper paperwork is provided along with City Council approval. Alcoholic beverages must be consumed within the area in which they are served. No containers, open or closed, may leave the event area unless approval is granted.
7. Social District: By following these steps and providing thorough documentation, you can effectively incorporate Social District rules into your Special License application, ensuring compliance with MLCC regulations and facilitating a successful event:
 - a. If a non-profit organization seeks a Special License for an event within a Social District's commons area, the local governing body must delineate the specific portions of the commons area to be used exclusively by the Special Licensee and those to be used by Social District permittees. This ensures clear boundaries and prevents overlap between the event and existing Social District activities. Please provide a clear and precise diagram that outlines the designated areas within the commons for both the Special Licensee and the Social District permittees.
 - b. Alcoholic beverages sold by the Special Licensee must be consumed within the area designated for the special event. Similarly, beverages from Social District permittees should remain within their designated zones. Areas must show visual barriers and provide staff to oversee the delineated area.
 - c. Review the MLCC's Special License Application form for any specific sections or questions related to events in Social Districts. Ensure that all relevant information is accurately provided, and any additional requirements are met. The application form can be found here: <https://www.michigan.gov/lara/bureau-list/lcc/fag/social-districts?utm>
8. Only a removable medium, such as chalk and/or tape, can be used to mark event area or routes. No paint of any kind is permitted. Tape must be removed once event is over.
9. One temporary sign/banner is permitted with your event, provided it measures no more than 12 ft and does not block any intersections, driveways, or right-of-ways.

Special Event Application

Certification and Signature

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

Signature: **Chad Tyson**

Date: 4/23/25

PLEASE READ AND BE FAMILIAR WITH YOUR RESPONSIBILITIES, BEST PRACTICES, AND GUIDELINES, FOR EVENTS DOWNTOWN JACKSON AND THE CITY OF JACKSON, MICHIGAN.

EVENT ORGANIZER RESPONSIBILITIES

01 Send out vendor guidelines. It is your responsibility to communicate these guidelines and adhere to them.

02 Keep fire hydrants and emergency lanes clear.

03 Inform downtown businesses of any street closures and times of closures.

04 If you need additional resources you will have to go through the application process again. The city can no longer accommodate changes to the application after approval. If you are adding to your event, please fill out another application within the timeline.

05 The event organizer is responsible for ensuring that adequate trash management (not city trash cans) and restroom facilities are provided, appropriate to the anticipated number of attendees.

VENDOR & PARTICIPANT GUIDELINES CITY OF JACKSON

INCLUDES ANY CITY PROPERTY
PARKS - STREETS - SIDEWALKS - PARKING LOTS - PAVILIONS

01 No stakes, yard signs, or anything that punctures the ground.

We have sprinkler systems in the parks and wood chipped gardens.

02 Need electricity?

Ask your event coordinator in plenty of time before the event. We have some power throughout the city, but you will need to coordinate ahead of time to be able to use it. **Plugs at the base of the trees CANNOT be used. Usage will blow a fuse.

Tents and inflatables must be weighed down. No stakes, please!

Downtown is often windy! Stakes are not allowed due to the sprinkler system.

Please clean up after yourself.

We take pride in our downtown but it takes the work of everyone to keep it looking nice. Please dispose of any trash and take what you brought.

05 If you need to drive in the park, stay on the sidewalks.

Cars on the grass will damage our sprinkler system!

06 Please set up and tear down within the parameters your event organizer has given you.

07 Glitter and confetti are prohibited at all events.

ADDITIONAL SAFETY NOTES

AS APPLICABLE:

- Keep fire hydrants and emergency lanes clear
- Ear Muffs
- Safety Glasses
- Masker
- Respirator
- Face Shield
- Safety Harness
- Safety Belt
- Gloves
- Boots

CITY OF
JACKSON
MICHIGAN



Questions?

Contact Melissa at mevans@cityofjackson.org
jacksondda@cityofjackson.org



CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)

05/06/2025

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

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

PRODUCER Church Mutual Insurance Company, S.I. 3000 Schuster Lane P.O. Box 357 Merrill WI 54452		CONTACT NAME: Church Mutual Insurance Company, S.I. PHONE (A/C, No, Ext): 1-800-554-2642 E-MAIL ADDRESS: customerservice@churchmutual.com FAX (A/C, No): 855-264-2329	
		INSURER(S) AFFORDING COVERAGE	
		INSURER A: Church Mutual Insurance Company, S.I.	
		INSURER B:	
		INSURER C:	
		INSURER D:	
		INSURER E:	
		INSURER F:	

INSURED GANSON STREET BAPTIST CHURCH 637 W Ganson St Jackson MI 49201-1023	CERTIFICATE NUMBER:	REVISION NUMBER:
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THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	☒ COMMERCIAL GENERAL LIABILITY ☐ CLAIMS-MADE ☒ OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: ☒ POLICY ☐ PRO-JECT ☐ LOC OTHER:			0006983 25-745022	07/01/2024	07/01/2025	EACH OCCURRENCE \$ 1,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 100,000 MED EXP (Any one person) \$ 10,000 PERSONAL & ADV INJURY \$ 1,000,000 GENERAL AGGREGATE \$ 3,000,000 PRODUCTS - COMP/OP AGG \$ 1,000,000
	AUTOMOBILE LIABILITY ☐ ANY AUTO ☐ OWNED AUTOS ONLY ☐ SCHEDULED AUTOS ☐ HIRED AUTOS ONLY ☐ NON-OWNED AUTOS ONLY						COMBINED SINGLE LIMIT (Ea accident) \$ BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$
	UMBRELLA LIAB ☐ OCCUR EXCESS LIAB ☐ CLAIMS-MADE DED RETENTION \$						EACH OCCURRENCE \$ AGGREGATE \$
	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below Y/N ☐ N/A						PER STATUTE ☐ OTH-ER ☐ E.L. EACH ACCIDENT \$ E.L. DISEASE - EA EMPLOYEE \$ E.L. DISEASE - POLICY LIMIT \$

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

CERTIFICATE HOLDER GANSON STREET BAPTIST CHURCH 637 W Ganson St Jackson MI 49201	CANCELLATION SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS. AUTHORIZED REPRESENTATIVE
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MEMO TO: Mayor and City Councilmembers
FROM: Jonathan Greene, City Manager
DATE: May 27, 2025
SUBJECT: Special Event Application: Revival in the Park

Recommendation:

Approve a request from Connections 4 Christ to host the Revival in the Park on June 7, 2025, in downtown Jackson.

Attached is a memo and supporting paperwork from Beth Kuiper regarding the Special Event Application for the Revival in the Park.

I recommend approval of the Special Event Application for the Revival in the Park. Your consideration and concurrence is appreciated.



DEPARTMENTAL REPORT

MEMO TO: Jonathan Greene, City Manager

FROM: DDA Director, DDA Director

DATE: May 27, 2025

RECOMMENDATION: Approve a request from Connections 4 Christ to host the Revival in the Park on June 7, 2025, in downtown Jackson.

ISSUE STATEMENT

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

DEPARTMENT	APPROVAL	DENIAL	ECONOMIC IMPACT
DDA	X		\$0.00
Engineering	X		\$0.00
Fire	X		\$0.00
Neighborhood & Economic Operations	X		\$0.00
Parks & Recreation	X		\$200.00
Police	X		\$0.00
Public Works	X		\$0.00
		TOTAL	\$200.00

DESCRIBE THE CONSEQUENCES

Conditions & Considerations: Horace Blackman Park, Power, Bucky Harris bathrooms

OWNERSHIP

Insurance Status: Approval is dependent on the receipt of proper insurance documents.

SOLUTION

FACILITATE IMPLEMENTATION

Approve a request from Connections 4 Christ to host the Revival in the Park on June 7, 2025, in downtown Jackson.

ATTACHMENTS

- 1. SEA-Revival in the Park



By: **M. Evans** Date: **5/13/25**

Fee Rec: Date:

Cash: Check #:

Approved through City Council

Yes/No: Date:

SPECIAL EVENT APPLICATION 2025

Submit your application to mevans@cityofjackson.org or drop it off at
City of Jackson Downtown Development Authority: 161 W. Michigan Ave, 5th Floor, Jackson, MI

Application must be submitted 60 days prior to event date

Application attachments

The application will not be submitted for approval until all attachments are attained.

☐ Application Fee: Nonrefundable. Cash or check only. Please make checks out to **Downtown Development Authority**

Examples of city resources include, but are not limited to, requests for power, water or fire hydrants, traffic cones, and staging.

☒ Level 1: \$75 (0-1 city resources)

☐ Level 2: \$150 (No road closure, needs 2 city resources) *Does not include closing Hayes Court

☐ Level 3: \$225 (Road closure, police assistance, needs 3+ city resources)

If you would like to apply for a non-profit/low resource fee waiver, see page 4.

☐ LATE FEE: +\$50 Late/Rush Fee submitted less than 60 days but greater than 30 days. No applications will be accepted less than 30 days from the date of the event.

☒ Insurance documentation for sponsoring organization

☒ Event Map –Please indicate the location of all items (see page 4 for detailed information needed & page 7 for a blank map)

☐ Liquor License & Liquor Liability Insurance (if applicable) See page 5 for details on liquor and the Social District

☐ Cannabis Consumption Area License and Liability insurance (if applicable)

☐ Carnival Ride Permit (if applicable)

☐ Insurance documentation for all vendors (if applicable)

☐ Fireworks plan and all required approval documentation from the appropriate authorities (if applicable)

Applicant Information

EVENT NAME: **Revival In The Park**

Sponsoring Organization Legal Name : **Connections 4 Christ**

Street Address : **7251 Standish Rd. Jackson, MI 49201**

Tax ID# : **99-3168886**

Website : **cnnections4christ.com**

Contact Name 1 : **Nathan Drumhiller**

Email: **nathan@thegrathaus.com**

Phone: **517-240-8182**

Contact Name 2 : **Gary Doshkov**

Email: **4christconnect@gmail.com**

Phone: **517-247-1778**

Contact Name/Phone# During Event: **Gary Doshkov- 517-247-1778**

Event Details

Event Date(s):

June 7, 2025

Set up Time:

1:00pm

Start Time:

3:00pm

End Time:

7:00pm

Tear Down Time:

7:30pm

Has this event occurred before? ☒ Yes

No If yes, how many previous years?

1

What is the expected attendance? **150**

Do you expect to do this event next year?



Yes

No

Type of Event Please check all that apply

☐ Festival

☐ March/Parade

☐ Walk/Run*



Other

☒ **Concert/Revival**

***Downtown 5K/10K's:** Even with City Council approval, the proposed route cannot be guaranteed due to ongoing construction, which may require adjustments to the course. We recommend considering Ella Sharp Park as an alternative to downtown streets.

Description of Event This description will be posted on the Special Events Calendar

Concert, Revival

Event Location Please include the location on the map

☒ Horace Blackman Park ☐ Bucky Harris Park ☐ MLK Equality Trail
☐ TRUE City Square Stage ☐ Grand River Farmers Market Pavilion ☐ Ella Sharp Park
*requires Ella Sharp Board approval
☐ Other Location

Requested Street Closure(s) Please include all requested street closures on the map. **Note that street closures require an anticipated attendance of at least 3,000**

Street Name: Cross Street 1: Cross Street 2:
Closure Start Date: Time: Closure End Date: Time:

Street Name: Cross Street 1: Cross Street 2:
Closure Start Date: Time: Closure End Date: Time:

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Street Name: Cross Street 1: Cross Street 2:
Closure Start Date: Time: Closure End Date: Time:

Street Name: Cross Street 1: Cross Street 2:
Closure Start Date: Time: Closure End Date: Time:

Bathroom Plan Please include bathroom locations on the map

Facilities: How many restrooms/portable toilets will be provided, including ADA options? Bucky Harris Bathrooms

Service Provider: Who will supply and service the restrooms (name/contact)?

Placement: Where will restrooms be located? *Please include locations on the map

Additional Notes:

☒ **Bucky Harris Park Bathrooms Use:** Request a key at City Hall, Parks & Rec, 161 W. Michigan Ave., 5th Floor with a \$75 refundable deposit and state ID. You must unlock and lock the bathroom doors before and after the event.

Waste Management Plan Please include garbage locations on the map

*If the area of your event is not cleaned up, you will be invoiced the cost of services.

Collection: How will garbage be managed during and after the event?

Service Provider: Who is responsible for waste removal (name/contact)?

Reciprocals: How many bins will be provided? **Please include locations on the map*
For large events, how many roll-offs?

Cleanup: Who will handle post-event cleanup?

Additional notes:

Other City Resource Requests *Include all extra resources on map

Electrical Power: Do you need electrical power? ☒ Yes ☐ No ****All electrical lines MUST be properly covered to minimize tripping hazards****

Will you have food trucks?

Please add food truck names and locations on the map.

☐ Yes ☒ No If yes, how many food trucks do you anticipate?

Using generators? ☐ Yes ☒ No Do you need to rent power boxes for the food trucks? ☐ Yes ☐ No
\$25 per box rental cost (adapters included)

If yes, how many?

Will you have Vendors/ Other food on site?

☐ Yes ☒ No If yes, how many?

Using generators? ☐ Yes ☒ No Do you need to rent power boxes? ☐ Yes ☐ No
\$25 per box rental cost (adapters included)

If yes, how many?

Will you have Amusement/ Carnival Rides, other attractions (bounce house, foam machine, etc)?

☐ Yes ☒ No If yes, what?

Using generators? ☐ Yes ☒ No Do you need to rent power boxes? ☐ Yes ☐ No
\$25 per box rental cost (adapters included)

If yes, how many?

Other electrical power needed?

☐ Yes ☒ No If yes, what?

Wattage needed: Number of plug-ins needed:

Water: Do you need water? ☐ Yes ☒ No If yes, please indicate the needed requirement:

Location of where the water is needed:

Fireworks: Do you plan to do fireworks? ☐ Yes ☒ No **If yes, please attach your detailed fireworks plan along with all required approval documents from the appropriate local authorities.*

Police Department: Do you require police assistance? ☐ Yes ☒ No If yes, please explain:

Alcohol Sales: ☐ Yes ☒ No **If yes, attach liquor license and liquor liability insurance*

Cannabis Consumption Area: ☐ Yes ☒ No **If yes, attach Cannabis Consumption License and liability insurance*

Other Requests:

Traffic Cones How many? 15 foot Mobile Stage 25 foot Mobile Stage

☒ Other

Other

Required Attachments for Application Processing

Insurance *Please request the following documentation from your insurance carrier.*

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

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

Event Map *Please include **all event details** and activities on the map for review and processing.*

Route plan	Emergency vehicle access	Requested street closures	Food Truck Locations
Vendor locations	Dispersal locations	Requested reserved parking	
Tent locations	Trash Receptacle locations	Requested electrical location	
Assembly locations	Bathroom locations	Alcohol/Cannabis sales locations	

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

*I am a representative of a non-profit organization and respectfully request that the application fee be waived or considered for reduction. **Justification for Fee Waiver** (Please briefly explain financial limitations and community benefits of this event):*

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

Special Event Application Policy

Additional charges may incur if policies are broken.

1. The applicant or representative of any business, group, or organization that seeks approval to conduct a special event must be 21 years of age or older.
2. No ground stakes are allowed on City property. Tents and inflatables must be weighted down.
3. Glitter and confetti are prohibited at all events.
4. No plugging into outlets without prior approval.
5. For events utilizing street space, all fixtures (tents, vehicles, trucks, etc.) must be placed near the curbs to allow for emergency vehicle access.
6. No alcoholic beverages allowed unless proper paperwork is provided along with City Council approval. Alcoholic beverages must be consumed within the area in which they are served. No containers, open or closed, may leave the event area unless approval is granted.
7. Social District: By following these steps and providing thorough documentation, you can effectively incorporate Social District rules into your Special License application, ensuring compliance with MLCC regulations and facilitating a successful event:
 - a. If a non-profit organization seeks a Special License for an event within a Social District's commons area, the local governing body must delineate the specific portions of the commons area to be used exclusively by the Special Licensee and those to be used by Social District permittees. This ensures clear boundaries and prevents overlap between the event and existing Social District activities. Please provide a clear and precise diagram that outlines the designated areas within the commons for both the Special Licensee and the Social District permittees.
 - b. Alcoholic beverages sold by the Special Licensee must be consumed within the area designated for the special event. Similarly, beverages from Social District permittees should remain within their designated zones. Areas must show visual barriers and provide staff to oversee the delineated area.
 - c. Review the MLCC's Special License Application form for any specific sections or questions related to events in Social Districts. Ensure that all relevant information is accurately provided, and any additional requirements are met. The application form can be found here: https://www.michigan.gov/lara/bureau-list/lcc/faq/social-districts?utm_source=social-districts&utm_medium=social-districts&utm_campaign=social-districts
8. Only a removable medium, such as chalk and/or tape, can be used to mark event area or routes. No paint of any kind is permitted. Tape must be removed once event is over.
9. One temporary sign/banner is permitted with your event, provided it measures no more than 12 ft and does not block any intersections, driveways, or right-of-ways.

Special Event Application

Certification and Signature

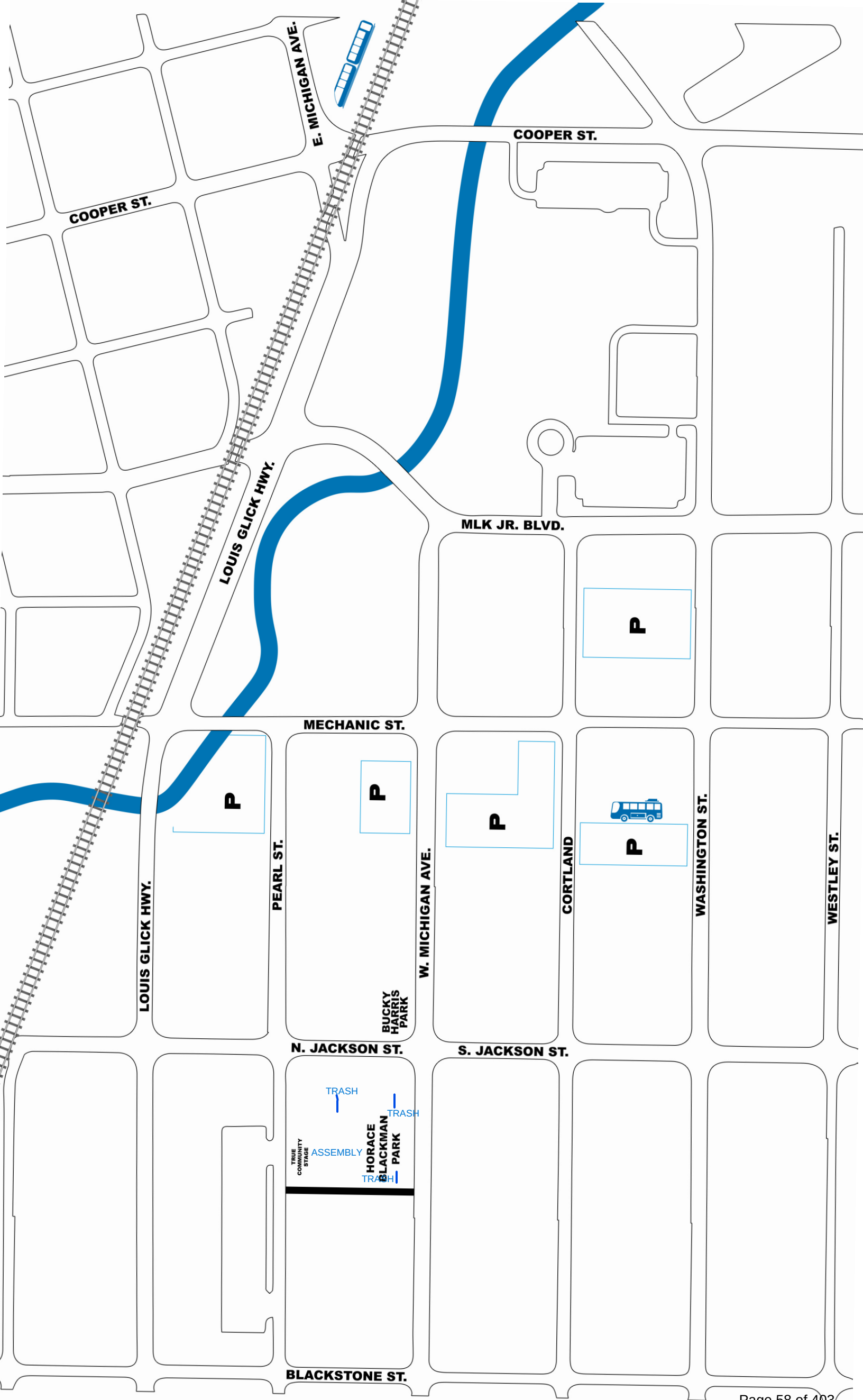
1. I am the person with authority to act on behalf of the sponsoring organization.
2. I have submitted all required documents in support of the Special Event Application
3. A Special Event Application Fee is submitted along with this application.
4. Only the activities listed on the application will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

Signature:



Date:

5/13/2025





MEMO TO: Mayor and City Councilmembers
FROM: Jonathan Greene, City Manager
DATE: May 27, 2025
SUBJECT: Special Event Application: Fall Gala

Recommendation:

Approve a request from the Jackson Community Foundation to host the Fall Gala on September 19, 2025, in downtown Jackson.

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

I recommend approval of the Special Event Application for the Fall Gala. Your consideration and concurrence is appreciated.



DEPARTMENTAL REPORT

MEMO TO: Jonathan Greene, City Manager

FROM: DDA Director, DDA Director

DATE: May 27, 2025

RECOMMENDATION: Approve a request from the Jackson Community Foundation to host the Fall Gala on September 19, 2025, in downtown Jackson.

ISSUE STATEMENT

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

DEPARTMENT	APPROVAL	DENIAL	ECONOMIC IMPACT
DDA	X		\$0.00
Engineering	X		\$0.00
Fire	X		\$0.00
Neighborhood & Economic Operations	X		\$0.00
Parks & Recreation	X		\$0.00
Police	X		\$0.00
Public Works	X		\$0.00
		TOTAL	\$0.00

DESCRIBE THE CONSEQUENCES

Conditions & Considerations: City Center rental

OWNERSHIP

Insurance Status: Approval is dependent on the receipt of proper insurance documents and a liquor license.

SOLUTION

FACILITATE IMPLEMENTATION

Approve a request from the Jackson Community Foundation to host the Fall Gala on September 19, 2025, in downtown Jackson.

ATTACHMENTS

- 1. SEA-Fall Gala Jackson Community Foundation



By: **M. Evans** Date: **5/5/25**
Fee Rec: Date:
Cash: Check #:
Approved through City Council
Yes/No: Date:

SPECIAL EVENT APPLICATION 2025

Submit your application to mevans@cityofjackson.org or drop it off at
City of Jackson Downtown Development Authority: 161 W. Michigan Ave, 5th Floor, Jackson, MI

Application must be submitted 60 days prior to event date

Application attachments

The application will not be submitted for approval until all attachments are attained.

☒ **Application Fee: Nonrefundable. Cash or check only. Please make checks out to Downtown Development Authority**

Examples of city resources include, but are not limited to, requests for power, water or fire hydrants, traffic cones, and staging.

☒ **Level 1: \$75 (0-1 city resources)**

☐ **Level 2: \$150 (No road closure, needs 2 city resources)** *Does not include closing Hayes Court

☐ **Level 3: \$225 (Road closure, police assistance, needs 3+ city resources)**

If you would like to apply for a non-profit/low resource fee waiver, see page 4.

☐ **LATE FEE: +\$50 Late/Rush Fee submitted less than 60 days but greater than 30 days. No applications will be accepted less than 30 days from the date of the event.**

☐ **Insurance documentation for sponsoring organization**

☐ **Event Map** -Please indicate the location of all items (see page 4 for detailed information needed & page 7 for a blank map)

☐ **Liquor License & Liquor Liability Insurance** (if applicable) See page 5 for details on liquor and the Social District

☒ **Cannabis Consumption Area License and Liability insurance** (if applicable)

☒ **Carnival Ride Permit** (if applicable)

☒ **Insurance documentation for all vendors** (if applicable)

☒ **Fireworks plan and all required approval documentation from the appropriate authorities** (if applicable)

N/A -
enclosed
space

Applicant Information

EVENT NAME: Fall Gala

Sponsoring Organization Legal Name : Jackson Community Foundation

Street Address : 100 S. Jackson St, Ste 200, Jackson, MI 49201

Tax ID# : 38-6070739

Website : Jacksoncf.org

Contact Name 1 : Lisa McDaniel Email: lmcDaniel@jacksoncf.org Phone: 517.787.1321

Contact Name 2 : Email: Phone:

Contact Name/Phone# During Event: Lisa McDaniel cell 517.282.5669

Event Details

Event Date(s): 9/19/25 Set up Time: 9-18 + 9-19 Start Time: 1:00 PM End Time: 5:00 PM Tear Down Time: 9.20.25 *Need to facilitate between rental co. & facility*
Has this event occurred before? ☒ Yes ☐ No If yes, how many previous years? 20+
What is the expected attendance? 169 max. Do you expect to do this event next year? ☒ Yes ☐ No *different location*

☒ **Type of Event** Please check all that apply

Festival March/Parade Walk/Run* Other Annual celebration

***Downtown 5K/10K's:** Even with City Council approval, the proposed route cannot be guaranteed due to ongoing construction, which may require adjustments to the course. We recommend considering Ella Sharp Park as an alternative to downtown streets.

☐ **Description of Event** This description will be posted on the Special Events Calendar

Social hour, dinner + program 6:30-10:30 PM
highlighting the year's accomplishments.

☐ **Event Location** Please include the location on the map

Horace Blackman Park

Bucky Harris Park

MLK Equality Trail

TRUE City Square Stage

Grand River Farmers Market Pavilion

Ella Sharp Park

*requires Ella Sharp Board approval

Other Location

City Center

☐ **Requested Street Closure(s)** Please include all requested street closures on the map. **Note that street closures require an anticipated attendance of at least 3,000**

Street Name:	Cross Street 1:	Cross Street 2:
Closure Start Date:	Time:	Closure End Date: Time:
Street Name:	Cross Street 1:	Cross Street 2:
Closure Start Date:	Time:	Closure End Date: Time:
Street Name:	Cross Street 1:	Cross Street 2:
Closure Start Date:	Time:	Closure End Date: Time:
Street Name:	Cross Street 1:	Cross Street 2:
Closure Start Date:	Time:	Closure End Date: Time:
Street Name:	Cross Street 1:	Cross Street 2:
Closure Start Date:	Time:	Closure End Date: Time:
Street Name:	Cross Street 1:	Cross Street 2:
Closure Start Date:	Time:	Closure End Date: Time:

☐ **Bathroom Plan** Please include bathroom locations on the map

Facilities: How many restrooms/portable toilets will be provided, including ADA options? Bathrooms on site

Service Provider: Who will supply and service the restrooms (name/contact)?

Placement: Where will restrooms be located? *Please include locations on the map

Additional Notes:

Bucky Harris Park Bathrooms Use: Request a key at City Hall, Parks & Rec, 161 W. Michigan Ave., 5th Floor with a \$75 refundable deposit and state ID. You must unlock and lock the bathroom doors before and after the event.

Waste Management Plan Please include garbage locations on the map

*If the area of your event is not cleaned up, you will be invoiced the cost of services.

Collection: How will garbage be managed during and after the event?

Service Provider: Who is responsible for waste removal (name/contact)?

Reciprocals: How many bins will be provided? *Please include locations on the map
For large events, how many roll-offs?

Cleanup: Who will handle post-event cleanup?

Additional notes:

Other City Resource Requests *Include all extra resources on map

Electrical Power: Do you need electrical power?

Yes

No

****All electrical lines MUST be properly covered to minimize tripping hazards****

Will you have food trucks?

Please add food truck names and locations on the map.

Yes

No

If yes, how many food trucks do you anticipate?

Using generators?

Yes

No

Do you need to rent power boxes for the food trucks?
\$25 per box rental cost (adapters included)

Yes

No

If yes, how many?

Will you have Vendors/ Other food on site?

Yes

No

If yes, how many?

Using generators?

Yes

No

Do you need to rent power boxes?
\$25 per box rental cost (adapters included)

Yes

No

If yes, how many?

Will you have Amusement/ Carnival Rides, other attractions (bounce house, foam machine, etc)?

Yes

No

If yes, what?

Using generators?

Yes

No

Do you need to rent power boxes?
\$25 per box rental cost (adapters included)

Yes

No

If yes, how many?

Other electrical power needed?

Yes

No

If yes, what?

Wattage needed:

Number of plug-ins needed:

Water: Do you need water?

Yes

No

If yes, please indicate the needed requirement:

Location of where the water is needed:

water to rinse dish rentals
If available, we would like

Fireworks: Do you plan to do fireworks?

Yes

No

**If yes, please attach your detailed fireworks plan along with all required approval documents from the appropriate local authorities.*

Police Department: Do you require police assistance?

Yes

No

If yes, please explain:

Alcohol Sales:

Yes

No

**If yes, attach liquor license and liquor liability insurance*

cocktails + dinner included in the ticket price

Cannabis Consumption Area:

Yes

No

**If yes, attach Cannabis Consumption License and liability insurance*

Other Requests:

Traffic Cones How many?

15 foot Mobile Stage

25 foot Mobile Stage

Other

Other

Required Attachments for Application Processing

Insurance Please request the following documentation from your insurance carrier.

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

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

Event Map Please include **all event details** and activities on the map for review and processing.

Route plan	Emergency vehicle access	Requested street closures	Food Truck Locations
Vendor locations	Dispersal locations	Requested reserved parking	
Tent locations	Trash Receptacle locations	Requested electrical location	
Assembly locations	Bathroom locations	Alcohol/Cannabis sales locations	

N/A? We are using an enclosed space and not requesting any thing additional.

**If these details change, a revised map must be provided seven days prior to event.*

Revised maps cannot include any additional street use, reserved parking, or additional space reservations.

I am a representative of a non-profit organization and respectfully request that the application fee be waived or considered for reduction. **Justification for Fee Waiver** (Please briefly explain financial limitations and community benefits of this event):

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

Special Event Application Policy

Additional charges may incur if policies are broken.

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2. No ground stakes are allowed on City property. Tents and inflatables must be weighted down.
3. Glitter and confetti are prohibited at all events.
4. No plugging into outlets without prior approval.
5. For events utilizing street space, all fixtures (tents, vehicles, trucks, etc.) must be placed near the curbs to allow for emergency vehicle access.
6. No alcoholic beverages allowed unless proper paperwork is provided along with City Council approval. Alcoholic beverages must be consumed within the area in which they are served. No containers, open or closed, may leave the event area unless approval is granted.
7. Social District: By following these steps and providing thorough documentation, you can effectively incorporate Social District rules into your Special License application, ensuring compliance with MLCC regulations and facilitating a successful event:
 - a. If a non-profit organization seeks a Special License for an event within a Social District's commons area, the local governing body must delineate the specific portions of the commons area to be used exclusively by the Special Licensee and those to be used by Social District permittees. This ensures clear boundaries and prevents overlap between the event and existing Social District activities. Please provide a clear and precise diagram that outlines the designated areas within the commons for both the Special Licensee and the Social District permittees.
 - b. Alcoholic beverages sold by the Special Licensee must be consumed within the area designated for the special event. Similarly, beverages from Social District permittees should remain within their designated zones. Areas must show visual barriers and provide staff to oversee the delineated area.
 - c. Review the MLCC's Special License Application form for any specific sections or questions related to events in Social Districts. Ensure that all relevant information is accurately provided, and any additional requirements are met. The application form can be found here: <https://www.michigan.gov/lara/bureau-list/lcc/faq/social-districts?utm>
8. Only a removable medium, such as chalk and/or tape, can be used to mark event area or routes. No paint of any kind is permitted. Tape must be removed once event is over.
9. One temporary sign/banner is permitted with your event, provided it measures no more than 12 ft and does not block any intersections, driveways, or right-of-ways.

Special Event Application

Certification and Signature

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

Signature:

Date:

5/5/25



MEMO TO: Mayor and City Councilmembers
FROM: Jonathan Greene, City Manager
DATE: May 27, 2025
SUBJECT: Special Event Application: Food Truck Fridays

Recommendation:

Approve a request from the Jackson Downtown Development Authority to host the Food Truck Fridays on May 23, June 27, July 25, August 22, and September 26, 2025, in downtown Jackson.

Attached is a memo and supporting paperwork from Beth Kuiper regarding the Special Event Application for the Food Truck Fridays.

I recommend approval of the Special Event Application for the Food Truck Fridays. Your consideration and concurrence is appreciated.



DEPARTMENTAL REPORT

MEMO TO: Jonathan Greene, City Manager

FROM: DDA Director, DDA Director

DATE: May 27, 2025

RECOMMENDATION: Approve a request from the Jackson Downtown Development Authority to host the Food Truck Fridays on May 23, June 27, July 25, August 22, and September 26, 2025, in downtown Jackson.

ISSUE STATEMENT

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

DEPARTMENT	APPROVAL	DENIAL	ECONOMIC IMPACT
DDA	X		\$0.00
Engineering	X		\$0.00
Fire	X		\$0.00
Neighborhood & Economic Operations	X		\$0.00
Parks & Recreation	X		\$1000.00
Police	X		\$0.00
Public Works	X		\$400.00
		TOTAL	\$1400.00

DESCRIBE THE CONSEQUENCES

Conditions & Considerations: Horace Blackman Park, Street closure, power, picnic tables

OWNERSHIP

Insurance Status: This event is covered under the City of Jackson’s insurance policy.

SOLUTION

FACILITATE IMPLEMENTATION

Approve a request from the Jackson Downtown Development Authority to host the Food Truck Fridays on May 23, June 27, July 25, August 22, and September 26, 2025, in downtown Jackson.

ATTACHMENTS

- 1. SEA-Food Truck Fridays



By:	Date:
Fee Rec:	Date:
Cash:	Check #:
Approved through City Council	
Yes/No:	Date:

SPECIAL EVENT APPLICATION 2025

Submit your application to mevans@cityofjackson.org or drop it off at
City of Jackson Downtown Development Authority: 161 W. Michigan Ave, 5th Floor, Jackson, MI

Application must be submitted 60 days prior to event date

Application attachments

The application will not be submitted for approval until all attachments are attained.

☐ Application Fee: Nonrefundable. Cash or check only. Please make checks out to **Downtown Development Authority**

Examples of city resources include, but are not limited to, requests for power, water or fire hydrants, traffic cones, and staging.

☐ Level 1: \$75 (0-1 city resources)

☐ Level 2: \$150 (No road closure, needs 2 city resources) *Does not include closing Hayes Court

☐ Level 3: \$225 (Road closure, police assistance, needs 3+ city resources)

If you would like to apply for a non-profit/low resource fee waiver, see page 4.

☐ LATE FEE: +\$50 Late/Rush Fee submitted less than 60 days but greater than 30 days. No applications will be accepted less than 30 days from the date of the event.

☐ Insurance documentation for sponsoring organization

☐ Event Map –Please indicate the location of all items (see page 4 for detailed information needed & page 7 for a blank map)

☐ Liquor License & Liquor Liability Insurance (if applicable) See page 5 for details on liquor and the Social District

☐ Cannabis Consumption Area License and Liability insurance (if applicable)

☐ Carnival Ride Permit (if applicable)

☐ Insurance documentation for all vendors (if applicable)

☐ Fireworks plan and all required approval documentation from the appropriate authorities (if applicable)

Applicant Information

EVENT NAME: **Food Truck Fridays**

Sponsoring Organization Legal Name : **Jackson DDA**

Street Address : **161 E. Michigan Ave.**

Tax ID# :

Website : **jacksondda.org**

Contact Name 1 : **Beth Kuiper**

Email: **jacksondda@cityofjackson.org**

Phone: **517-768-6410**

Contact Name 2 : **Melissa Evans**

Email: **mevans@cityofjackson.org**

Phone: **517-768-6411**

Contact Name/Phone# During Event: **Beth Kuiper**

Event Details

Event Date(s):

5/23, 6/27, 7/25, 8/22, 9/26

Set up Time:

9 AM

Start Time:

11 AM

End Time:

2 PM

Tear Down Time:

8 PM

Has this event occurred before?

Yes

☒ No

If yes, how many previous years?

What is the expected attendance?

Do you expect to do this event next year?

☒ Yes

No

Type of Event Please check all that apply

☐ Festival

☐ March/Parade

☐ Walk/Run*

☒ Other

Food Truck Event

***Downtown 5K/10K's:** Even with City Council approval, the proposed route cannot be guaranteed due to ongoing construction, which may require adjustments to the course. We recommend considering Ella Sharp Park as an alternative to downtown streets.

Description of Event

This description will be posted on the Special Events Calendar

Food Truck Fridays take place on Cruise-In days and offer a variety of lunch options downtown. It's a great opportunity to enjoy a meal, explore the area, and stay for the classic cars and evening concerts.

Event Location

Please include the location on the map

- ☒ Horace Blackman Park ☐ Bucky Harris Park ☐ MLK Equality Trail
- ☒ TRUE City Square Stage ☐ Grand River Farmers Market Pavilion ☐ Ella Sharp Park
**requires Ella Sharp Board approval*
- ☒ Other Location

Requested Street Closure(s)

Please include all requested street closures on the map. **Note that street closures require an anticipated attendance of at least 3,000**

Street Name: Cross Street 1: Cross Street 2:
Closure Start Date: Time: Closure End Date: Time:

Street Name: Cross Street 1: Cross Street 2:
Closure Start Date: Time: Closure End Date: Time:

Street Name: Cross Street 1: Cross Street 2:
Closure Start Date: Time: Closure End Date: Time:

Street Name: Cross Street 1: Cross Street 2:
Closure Start Date: Time: Closure End Date: Time:

Street Name: Cross Street 1: Cross Street 2:
Closure Start Date: Time: Closure End Date: Time:

Street Name: Cross Street 1: Cross Street 2:
Closure Start Date: Time: Closure End Date: Time:

Bathroom Plan

Please include bathroom locations on the map

Facilities: How many restrooms/portable toilets will be provided, including ADA options?

Service Provider: Who will supply and service the restrooms (name/contact)?

Placement: Where will restrooms be located? **Please include locations on the map*

Additional Notes:

☒ **Bucky Harris Park Bathrooms Use:** Request a key at City Hall, Parks & Rec, 161 W. Michigan Ave., 5th Floor with a \$75 refundable deposit and state ID. You must unlock and lock the bathroom doors before and after the event.

Waste Management Plan Please include garbage locations on the map

*If the area of your event is not cleaned up, you will be invoiced the cost of services.

Collection: How will garbage be managed during and after the event? ☒ Extra trash bins will be provided by Tactical Trashout

Service Provider: Who is responsible for waste removal (name/contact)?

Reciprocals: How many bins will be provided? *Please include locations on the map
For large events, how many roll-offs?

Cleanup: Who will handle post-event cleanup?

Additional notes:

Other City Resource Requests *Include all extra resources on map

Electrical Power: Do you need electrical power? ☒ Yes ☐ No ****All electrical lines MUST be properly covered to minimize tripping hazards ****

Will you have food trucks?

Please add food truck names and locations on the map.

☒ Yes

☐ No

If yes, how many food trucks do you anticipate?

Using generators?

☐ Yes

☐ No

Do you need to rent power boxes for the food trucks?
\$25 per box rental cost (adapters included)

☒ Yes

☐ No

If yes, how many?

Will you have Vendors/ Other food on site?

☒ Yes

☐ No

If yes, how many?

Using generators?

☐ Yes

☐ No

Do you need to rent power boxes?
\$25 per box rental cost (adapters included)

☒ Yes

☐ No

If yes, how many?

Will you have Amusement/ Carnival Rides, other attractions (bounce house, foam machine, etc)?

☐ Yes

☒ No

If yes, what?

Using generators?

☐ Yes

☐ No

Do you need to rent power boxes?
\$25 per box rental cost (adapters included)

☐ Yes

☐ No

If yes, how many?

Other electrical power needed?

☒ Yes

☐ No

If yes, what?

True Community Stage

Wattage needed:

Number of plug-ins needed:

Water: Do you need water? ☐ Yes ☒ No If yes, please indicate the needed requirement:

Location of where the water is needed:

Fireworks: Do you plan to do fireworks? ☐ Yes ☒ No **If yes, please attach your detailed fireworks plan along with all required approval documents from the appropriate local authorities.*

Police Department: Do you require police assistance? ☐ Yes ☒ No If yes, please explain:

Alcohol Sales: ☐ Yes ☒ No **If yes, attach liquor license and liquor liability insurance*

Cannabis Consumption Area: ☐ Yes ☒ No **If yes, attach Cannabis Consumption License and liability insurance*

Other Requests:

Traffic Cones How many?

15 foot Mobile Stage

25 foot Mobile Stage

☒ Other Picnic tables placed in the park

Other

Required Attachments for Application Processing

Insurance Please request the following documentation from your insurance carrier.

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

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

Event Map Please include **all event details** and activities on the map for review and processing.

Route plan	Emergency vehicle access	Requested street closures	Food Truck Locations
Vendor locations	Dispersal locations	Requested reserved parking	
Tent locations	Trash Receptacle locations	Requested electrical location	
Assembly locations	Bathroom locations	Alcohol/Cannabis sales locations	

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

I am a representative of a non-profit organization and respectfully request that the application fee be waived or considered for reduction. **Justification for Fee Waiver** (Please briefly explain financial limitations and community benefits of this event):

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

Special Event Application Policy

Additional charges may incur if policies are broken.

1. The applicant or representative of any business, group, or organization that seeks approval to conduct a special event must be 21 years of age or older.
2. No ground stakes are allowed on City property. Tents and inflatables must be weighted down.
3. Glitter and confetti are prohibited at all events.
4. No plugging into outlets without prior approval.
5. For events utilizing street space, all fixtures (tents, vehicles, trucks, etc.) must be placed near the curbs to allow for emergency vehicle access.
6. No alcoholic beverages allowed unless proper paperwork is provided along with City Council approval. Alcoholic beverages must be consumed within the area in which they are served. No containers, open or closed, may leave the event area unless approval is granted.
7. Social District: By following these steps and providing thorough documentation, you can effectively incorporate Social District rules into your Special License application, ensuring compliance with MLCC regulations and facilitating a successful event:
 - a. If a non-profit organization seeks a Special License for an event within a Social District's commons area, the local governing body must delineate the specific portions of the commons area to be used exclusively by the Special Licensee and those to be used by Social District permittees. This ensures clear boundaries and prevents overlap between the event and existing Social District activities. Please provide a clear and precise diagram that outlines the designated areas within the commons for both the Special Licensee and the Social District permittees.
 - b. Alcoholic beverages sold by the Special Licensee must be consumed within the area designated for the special event. Similarly, beverages from Social District permittees should remain within their designated zones. Areas must show visual barriers and provide staff to oversee the delineated area.
 - c. Review the MLCC's Special License Application form for any specific sections or questions related to events in Social Districts. Ensure that all relevant information is accurately provided, and any additional requirements are met. The application form can be found here: <https://www.michigan.gov/lara/bureau-list/lcc/faq/social-districts?utm>
8. Only a removable medium, such as chalk and/or tape, can be used to mark event area or routes. No paint of any kind is permitted. Tape must be removed once event is over.
9. One temporary sign/banner is permitted with your event, provided it measures no more than 12 ft and does not block any intersections, driveways, or right-of-ways.

Special Event Application

Certification and Signature

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

Signature: **Beth Kuiper**

Date: **5/6/25**

P

PEARL ST.

P

BUCKY
HARRIS
PARK

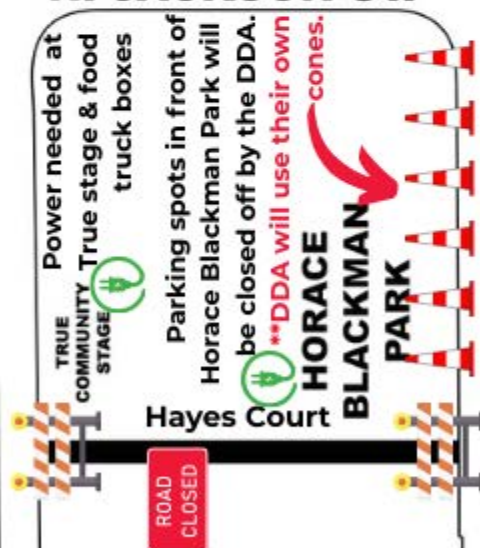
W. MICHIGAN AVE.

P

CORTLAND

N. JACKSON ST.

S. JACKSON ST.





MEMO TO: Mayor and City Councilmembers
FROM: Jonathan Greene, City Manager
DATE: May 27, 2025
SUBJECT: Special Event Application: Food Truck Tuesdays

Recommendation:

Approve a request from Melted Grill, LLC to host the Food Truck Tuesdays on June 10, June 24, July 22, August 5, and August 19, 2025, in downtown Jackson.

Attached is a memo and supporting paperwork from Beth Kuiper regarding the Special Event Application for the Food Truck Tuesdays.

I recommend approval of the Special Event Application for the Food Truck Tuesdays. Your consideration and concurrence is appreciated.



DEPARTMENTAL REPORT

MEMO TO: Jonathan Greene, City Manager

FROM: DDA Director, DDA Director

DATE: May 27, 2025

RECOMMENDATION: Approve a request from Melted Grill, LLC to host the Food Truck Tuesdays on June 10, June 24, July 22, August 5, and August 19, 2025, in downtown Jackson.

ISSUE STATEMENT

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

DEPARTMENT	APPROVAL	DENIAL	ECONOMIC IMPACT
DDA	X		\$0.00
Engineering	X		\$0.00
Fire	X		\$0.00
Neighborhood & Economic Operations	X		\$0.00
Parks & Recreation	X		\$1000.00
Police	X		\$0.00
Public Works	X		\$400.00
		TOTAL	\$1400.00

DESCRIBE THE CONSEQUENCES

Conditions & Considerations: Street closure, Horace Blackman Park, Bucky Harris bathrooms, power, no parking signs, picnic tables

OWNERSHIP

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

SOLUTION

FACILITATE IMPLEMENTATION

Approve a request from Melted Grill, llc to host the Food Truck Tuesdays on June 10, June 24, July 22, August 5, and August 19, 2025, in downtown Jackson.

ATTACHMENTS

- 1. SEA-Food Truck Tuesdays



SPECIAL EVENT APPLICATION 2025

Submit your application to mevans@cityofjackson.org or drop it off at
City of Jackson Downtown Development Authority: 161 W. Michigan Ave, 5th Floor, Jackson, MI

OFFICE USE ONLY	
Application Received:	
By: <u>mevans</u>	Date: <u>5/1/25</u>
Fee Rec: <u>\$75</u>	Date: <u>5/1/25</u>
Cash: <u>\$75</u>	Check #: <u>1117</u>
Approved through City Council	
Yes/No:	Date:

Application must be submitted 60 days prior to event date

Application attachments

The application will not be submitted for approval until all attachments are attained.

☒ **Application Fee: Nonrefundable. Cash or check only. Please make checks out to *Downtown Development Authority***

- Authority**
- ☐ Level 1: \$75 (0-1 city resources) *Examples of city resources include, but are not limited to, requests for power, water or fire hydrants, traffic cones, and staging.*
- ☐ Level 2: \$150 (No road closure, needs 2 city resources) **Does not include closing Hayes Court*
- ☐ Level 3: \$225 (Road closure, police assistance, needs 3+ city resources)

If you would like to apply for a non-profit/low resource fee waiver, see page 4.

- ☐ **LATE FEE: +\$50 Late/Rush Fee submitted less than 60 days but greater than 30 days. No applications will be accepted less than 30 days from the date of the event.**

☒ **Insurance documentation for sponsoring organization**

☒ **Event Map** –Please indicate the location of all items (see page 4 for detailed information needed & page 7 for a blank map)

☐ **Liquor License & Liquor Liability Insurance** (if applicable) See page 5 for details on liquor and the Social District

☐ **Cannabis Consumption Area License and Liability Insurance** (if applicable)

☐ **Carnival Ride Permit** (if applicable)

☐ **Insurance documentation for all vendors** (if applicable)

☐ **Fireworks plan and all required approval documentation from the appropriate authorities** (if applicable)

☒ Applicant Information

EVENT NAME: Food Truck Tuesday

Sponsoring Organization Legal Name : Melted Grill, LLC

Street Address : 3859 Flansburg Rd. Jackson, MI 49203

Tax ID# : 87-1658844

Website : www.meltedcheesegrill.com

Contact Name 1 : Terri Jo Nichols

Email: meltedcheesegrill@gmail.com

Phone: 517-937-6541

Contact Name 2 : Bert McLain

Email: pbjsbbq@gmail.com

Phone: 734-560-8794

Contact Name/Phone# During Event: Bert McLain/734-560-8794

☒ Event Details

Event Date(s):	Set up Time:	Start Time:	End Time:	Tear Down Time:
6/10, 6/24, 7/8, 7/22, 8/5, 8/19	10am	11am	2pm	3pm

Has this event occurred before? ☒ Yes ☐ No If yes, how many previous years? 8

What is the expected attendance? 750-1000 Do you expect to do this event next year? ☒ Yes ☐ No

☒ Type of Event Please check all that apply

☒ Festival ☐ March/Parade ☐ Walk/Run* ☐ Other Food Truck

***Downtown 5K/10K's:** Even with City Council approval, the proposed route cannot be guaranteed due to ongoing construction, which may require adjustments to the course. We recommend considering Ella Sharp Park as an alternative to downtown streets.

☐ **Description of Event** This description will be posted on the Special Events Calendar

Continuation of Jackson DDA's Food Truck Tuesday events. Happening every other tuesday starting w/ 6/10/25

☒ **Event Location** Please include the location on the map

☒ Horace Blackman Park

Bucky Harris Park

MLK Equality Trail

☒ TRUE City Square Stage

Grand River Farmers Market Pavilion

Ella Sharp Park
*requires Ella Sharp Board approval

Other Location

☐ **Requested Street Closure(s)** Please include all requested street closures on the map. **Note that street closures require an anticipated attendance of at least 3,000**

Street Name: Hayes Ct. Cross Street 1: Michigan Ave Cross Street 2: Pearl St.
Closure Start Date: _____ Time: 9am Closure End Date: 3pm Time: _____

Parking Street Name: Parking Spots on Michigan Ave. Event Cross Street 1: _____ Cross Street 2: _____
Closure Start Date: _____ Time: _____ Closure End Date: _____ Time: _____
will be responsible for saving these.

Street Name: _____ Cross Street 1: _____ Cross Street 2: _____
Closure Start Date: _____ Time: _____ Closure End Date: _____ Time: _____

Street Name: _____ Cross Street 1: _____ Cross Street 2: _____
Closure Start Date: _____ Time: _____ Closure End Date: _____ Time: _____

Street Name: _____ Cross Street 1: _____ Cross Street 2: _____
Closure Start Date: _____ Time: _____ Closure End Date: _____ Time: _____

Street Name: _____ Cross Street 1: _____ Cross Street 2: _____
Closure Start Date: _____ Time: _____ Closure End Date: _____ Time: _____

☒ **Bathroom Plan** Please include bathroom locations on the map

Facilities: How many restrooms/portable toilets will be provided, including ADA options?

Service Provider: Who will supply and service the restrooms (name/contact)?

Placement: Where will restrooms be located? *Please include locations on the map

Additional Notes:

☒ **Bucky Harris Park Bathrooms Use:** Request a key at City Hall, Parks & Rec, 161 W. Michigan Ave., 5th Floor with a \$75 refundable deposit and state ID. You must unlock and lock the bathroom doors before and after the event.

Waste Management Plan Please include garbage locations on the map

*If the area of your event is not cleaned up, you will be invoiced the cost of services.

Collection: How will garbage be managed during and after the event? Each truck will have their own garbage can, park garbage can

Service Provider: Who is responsible for waste removal (name/contact)? Organizers

Reciprocals: How many bins will be provided? *Please include locations on the map 4 permanent locations in the park
For large events, how many roll-offs?

Cleanup: Who will handle post-event cleanup? PB&J's BBQ will empty each can

Additional notes:

Other City Resource Requests *Include all extra resources on map

Electrical Power: Do you need electrical power? ☒ Yes ☐ No ****All electrical lines MUST be properly covered to minimize tripping hazards ****

Will you have food trucks?

Please add food truck names and locations on the map.

☒ Yes

☐ No

If yes, how many food trucks do you anticipate? 8

Using generators? ☒ Yes

☐ No

Do you need to rent power boxes for the food trucks? ☒ Yes

☐ No

If yes, how many?

\$25 per box rental cost (adapters included)

TBD

Will you have Vendors/ Other food on site?

☐ Yes

☒ No

If yes, how many?

Using generators? ☐ Yes

☐ No

Do you need to rent power boxes?

☐ Yes

☐ No

If yes, how many?

\$25 per box rental cost (adapters included)

Will you have Amusement/ Carnival Rides, other attractions (bounce house, foam machine, etc)?

☐ Yes

☒ No

If yes, what?

Using generators? ☐ Yes

☐ No

Do you need to rent power boxes?

☐ Yes

☐ No

If yes, how many?

\$25 per box rental cost (adapters included)

Other electrical power needed?

☐ Yes

☒ No

If yes, what?

Wattage needed:

Number of plug-ins needed:

Water: Do you need water? ☐ Yes ☒ No If yes, please indicate the needed requirement:

Location of where the water is needed:

Fireworks: Do you plan to do fireworks? ☐ Yes ☒ No *If yes, please attach your detailed fireworks plan along with all required approval documents from the appropriate local authorities.

Police Department: Do you require police assistance? ☒ Yes ☐ No If yes, please explain: Removal of transients during event times

Alcohol Sales: ☐ Yes ☒ No *If yes, attach liquor license and liquor liability insurance

Cannabis Consumption Area: ☐ Yes ☒ No *If yes, attach Cannabis Consumption License and liability insurance

Other Requests:

Traffic Cones How many? 1

15 foot Mobile Stage

25 foot Mobile Stage

Other Power at the True Community Stage

Other 10 Red No Parking Signs

Other: Picnic tables

Required Attachments for Application Processing



Insurance *Please request the following documentation from your insurance carrier.*

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

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



Event Map *Please include **all event details** and activities on the map for review and processing.*

Route plan	Emergency vehicle access	☒ Requested street closures	☒ Food Truck Locations
Vendor locations	Dispersal locations	Requested reserved parking	
Tent locations	Trash Receptacle locations	Requested electrical location	
Assembly locations	Bathroom locations	Alcohol/Cannabis sales locations	

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

*I am a representative of a non-profit organization and respectfully request that the application fee be waived or considered for reduction. **Justification for Fee Waiver** (Please briefly explain financial limitations and community benefits of this event):*

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

Special Event Application Policy

Additional charges may incur if policies are broken.

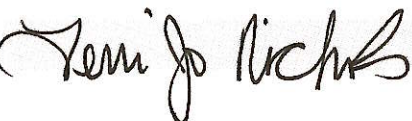
1. The applicant or representative of any business, group, or organization that seeks approval to conduct a special event must be 21 years of age or older.
2. No ground stakes are allowed on City property. Tents and inflatables must be weighted down.
3. Glitter and confetti are prohibited at all events.
4. No plugging into outlets without prior approval.
5. For events utilizing street space, all fixtures (tents, vehicles, trucks, etc.) must be placed near the curbs to allow for emergency vehicle access.
6. No alcoholic beverages allowed unless proper paperwork is provided along with City Council approval. Alcoholic beverages must be consumed within the area in which they are served. No containers, open or closed, may leave the event area unless approval is granted.
7. Social District: By following these steps and providing thorough documentation, you can effectively incorporate Social District rules into your Special License application, ensuring compliance with MLCC regulations and facilitating a successful event:
 - a. If a non-profit organization seeks a Special License for an event within a Social District's commons area, the local governing body must delineate the specific portions of the commons area to be used exclusively by the Special Licensee and those to be used by Social District permittees. This ensures clear boundaries and prevents overlap between the event and existing Social District activities. Please provide a clear and precise diagram that outlines the designated areas within the commons for both the Special Licensee and the Social District permittees.
 - b. Alcoholic beverages sold by the Special Licensee must be consumed within the area designated for the special event. Similarly, beverages from Social District permittees should remain within their designated zones. Areas must show visual barriers and provide staff to oversee the delineated area.
 - c. Review the MLCC's Special License Application form for any specific sections or questions related to events in Social Districts. Ensure that all relevant information is accurately provided, and any additional requirements are met. The application form can be found here: <https://www.michigan.gov/lara/bureau-list/lcc/faq/social-districts?utm>
8. Only a removable medium, such as chalk and/or tape, can be used to mark event area or routes. No paint of any kind is permitted. Tape must be removed once event is over.
9. One temporary sign/banner is permitted with your event, provided it measures no more than 12 ft and does not block any intersections, driveways, or right-of-ways.

Special Event Application

Certification and Signature

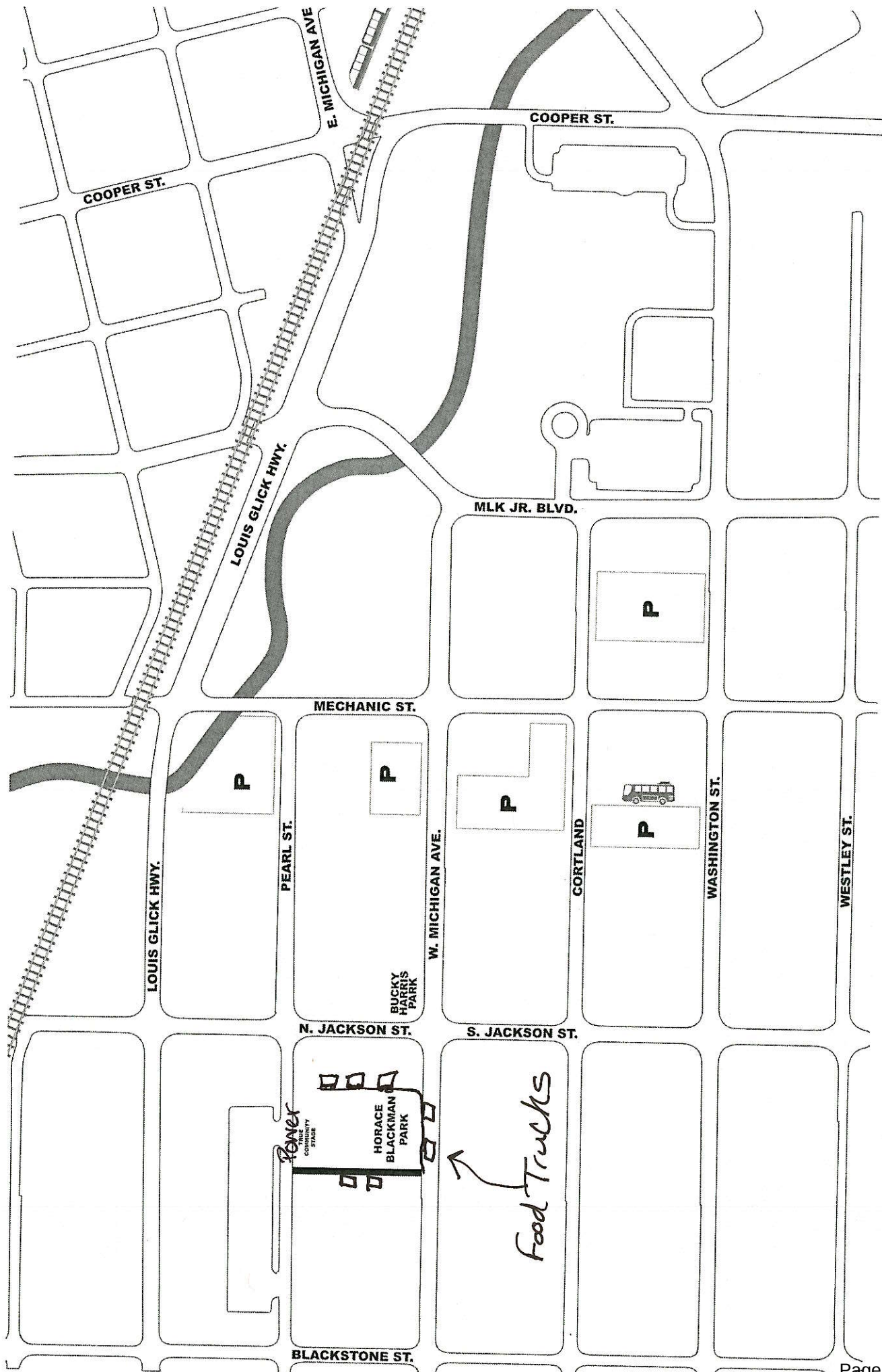
1. I am the person with authority to act on behalf of the sponsoring organization.
2. I have submitted all required documents in support of the Special Event Application
3. A Special Event Application Fee is submitted along with this application.
4. Only the activities listed on the application will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

Signature:



Date:

5-1-25





MELTE-1

OP ID: DL

CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)
05/01/2025

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

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

PRODUCER Anderson Insurance Agency, Inc 611 Wildwood Avenue P. O. Box 280 Jackson, MI 49204-0280 Kyle Field	517-782-9700	CONTACT NAME: Kyle Field
		PHONE (A/C, No, Ext): 517-782-9700 FAX (A/C, No): 517-782-0983
		E-MAIL ADDRESS: kyle@andersoncoverage.com
INSURED Melted Terri Nichols 3859 Flansburg Jackson, MI 49203	INSURER(S) AFFORDING COVERAGE	
	INSURER A: Hastings Mutual Ins. Co.	
	INSURER B:	
	INSURER C:	
	INSURER D:	
	INSURER E:	
		INSURER F:
		NAIC # 14176

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

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

INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
X	☒ COMMERCIAL GENERAL LIABILITY ☐ CLAIMS-MADE ☐ OCCUR			GL6272634	02/09/2025	02/09/2026	EACH OCCURRENCE \$ 1,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 1,000,000 MED EXP (Any one person) \$ 10,000 PERSONAL & ADV INJURY \$ 1,000,000 GENERAL AGGREGATE \$ 2,000,000 PRODUCTS - COMP/OP AGG \$ 2,000,000
	GEN'L AGGREGATE LIMIT APPLIES PER: ☐ POLICY ☐ PRO-JECT ☐ LOC ☐ OTHER						
	AUTOMOBILE LIABILITY ☐ ANY AUTO ☐ OWNED AUTOS ONLY ☐ SCHEDULED AUTOS ☐ HIRED AUTOS ONLY ☐ NON-OWNED AUTOS ONLY						COMBINED SINGLE LIMIT (Ea accident) \$ BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$
	UMBRELLA LIAB ☐ OCCUR EXCESS LIAB ☐ CLAIMS-MADE DED \$ RETENTION \$						EACH OCCURRENCE \$ AGGREGATE \$
	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) ☐ Y/N If yes, describe under DESCRIPTION OF OPERATIONS below		N/A				PER STATUTE ☐ OTH-ER ☐ E.L. EACH ACCIDENT \$ E.L. DISEASE - EA EMPLOYEE \$ E.L. DISEASE - POLICY LIMIT \$

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

ADDITIONAL INSURED CLINTON FALL FESTIVAL PO BOX 205 CLINTON MI 49236

CERTIFICATE HOLDER

DOWNTOW

Downtown Development Authority
161 W. Michigan Ave
Jackson, MI 49201

CANCELLATION

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

AUTHORIZED REPRESENTATIVE
Kyle Field



Hastings Mutual Insurance Company

GENERAL LIABILITY DECLARATION

AMENDED DECLARATION * * EFFECTIVE 02/19/25
SUPERCEDES ANY PREVIOUS DECLARATION BEARING
THE SAME NUMBER FOR THIS POLICY PERIOD

N 03 REASON FOR AMENDMENT: ADD INSURED

POLICY NUMBER	POLICY PERIOD		AGENCY	P
	FROM	TO		
GL 6272634	02/09/25	02/09/26	0001728	05
NAMED INSURED AND ADDRESS			AGENCY ACCT#AC02111803	
MELTED			TEL. NO. 517-782-9700	
3859 FLANSBURG RD			ANDERSON INSURANCE AGENCY INC	
JACKSON MI 49203			PO BOX 280	
			JACKSON MI 49204	
INSURED SINCE: 02/2022			THIS POLICY IS BILLED BY THE COMPANY-I	

POLICY INCEPTION: 12:01 A.M. STANDARD TIME AT THE ADDRESS STATED ABOVE

THE INSURED IS LTD LIABILITY COMPANY

IN RETURN FOR THE PAYMENT OF THE PREMIUM, AND SUBJECT TO ALL THE TERMS OF THIS
POLICY, WE AGREE WITH YOU TO PROVIDE THE INSURANCE AS STATED IN THIS POLICY.

LIMITS OF INSURANCE:

GENERAL AGGREGATE LIMIT - PREMISES/OPERATIONS	\$2,000,000
PRODUCTS - COMPLETED OPERATIONS AGGREGATE LIMIT	\$2,000,000
EACH OCCURRENCE LIMIT	\$1,000,000
PERSONAL AND ADVERTISING INJURY LIMIT	\$1,000,000
MEDICAL EXPENSE LIMIT, ANY ONE PERSON	\$10,000
DAMAGE TO PREMISES YOU RENT LIMIT	\$100,000
CYBER LIABILITY/DATA BREACH RESPONSE AGGREGATE LMT	\$50,000

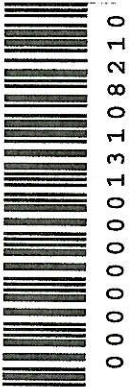
AUDIT FREQUENCY: ANNUAL

CERTIFIED ACTS OF TERRORISM
TOTAL PREMIUM:

GENERAL LIABILITY DECLARATION

AMENDED DECLARATION * * EFFECTIVE 02/19/25
 SUPERCEDES ANY PREVIOUS DECLARATION BEARING
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 REASON FOR AMENDMENT: ADD INSURED

N 03



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			JACKSON MI 49204	
INSURED SINCE: 02/2022			THIS POLICY IS BILLED BY THE COMPANY-I	

FORMS AND ENDORSEMENTS:

CG 21 87 0115	COND'L EXCL OF TERRORISM (RELATED TO DISP FED ACT)
CG 21 70 0115	CAP ON LOSSES FROM CERTIFIED ACTS OF TERRORISM
CG 21 76 0115	EXCL OF PUNITIVE DMGS RELATED TO A CERTIFIED ACT OF TRSM
PD 01 55 0503N	NOTICE TO MICHIGAN COMMERCIAL POLICYHOLDER
IL 00 17 1198	COMMON POLICY CONDITION
CG 21 47 1207	EMPLOYMENT - RELATED PRACTICES EXCLUSION (CGL)
IL 02 86 0908	MICHIGAN CHANGES
CG 21 50 0413	AMENDMENT OF LIQUOR LIABILITY EXCLUSION (CGL)
CG 00 01 0413	COMMERCIAL GENERAL LIABILITY COVERAGE FORM
CG 01 68 1204	MICHIGAN CHANGES - CANCELLATION & NONRENEWAL
IL 00 21 0908	NUCLEAR ENERGY LIABILITY EXCLUSION ENDORSEMENT (BROAD)
PD 05 31 1020	PATHOGEN AND COMMUNICABLE DISEASE EXCLUSION
CG 40 04 1219	EXCLUSION-EARTH MOVEMENT
CG 21 09 0615	EXCLUSION-UNMANNED AIRCRAFT
PD 05 18 0820	INJURY/DAMAGE CAUSED BY WORK FROM YOUR PRODUCT
CG 21 06 0514	EXCL-ACCESS OR DISCLOSURE OF CONFIDENTIAL OR PERSONAL
PD 05 01 0720	LEAD EXCLUSION
2-653 08/99	AMENDMENT OF EXCLUSION FOR EXPECTED OR INTENDED INJURY
2-677 03/91	EXCLUSION - ASBESTOS EXPOSURES
CG 24 26 0413	AMENDMENT OF INSURED CONTRACT DEFINITION
PD 05 57 1120	TERRORISM NOTICE AND REJECTION FORM
CG 21 65 1204	TOTAL POLLUTION EXCL W/A BLDG HEAT EXCEPT & HOSTILE FIRE
PD 04 77 0318	CYBER LIABILITY/DATA BREACH RESPONSE COVERAGE FORM
CG 20 12 0509	ADDL INSD - STATE OR POLITICAL SUBDIVISION - PERMITS
CG 20 10 0413	ADDL INSD OWNERS/LESSEES/CONTRACTORS - SCHEDULED PERSON
CG 20 26 0413	ADDL INSD - DESIGNATED PERSON OR ORGANIZATION
PD 06 01 1221	SANCTIONS LIMITATION AND EXCLUSION
CG 40 32 0523	EXCLUSION - PFAS

"N" DENOTES SPECIAL POLICYHOLDER NOTICE

ADDITIONAL PREMIUM

\$73.00



Hastings Mutual Insurance Company

GENERAL LIABILITY DECLARATION

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JACKSON MI 49203			PO BOX 280	
			JACKSON MI 49204	
INSURED SINCE: 02/2022			THIS POLICY IS BILLED BY THE COMPANY-I	

POLICY SCHEDULE OF NAMES AND ADDRESSES

LOCATION(S) OF PREMISES.

LOCATION 001
3859 FLANSBURG RD
JACKSON MI
49203 3521

ADDITIONAL INSUREDS

ADDITIONAL INSURED
CG 20 12
LEONI TOWNSHIP
913 5TH ST
MICHIGAN CENTER MI
49254

ADDITIONAL INSURED
CG 20 12
BLACKMAN TOWNSHIP
1996 W PARNALL RD
JACKSON MI
49201

ADDITIONAL INSURED
CG 20 10
CITY OF JACKSON
161 W MICHIGAN AVE
JACKSON MI
49201

ADDITIONAL INSURED
CG 20 10
ELLA SHARP PARK
2800 4TH ST
JACKSON MI
49203

CONTINUED

03/20/25

INSURED COPY

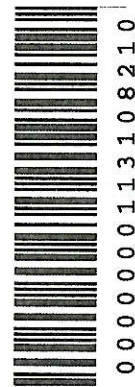
REF. NO. GLIA-07/91
Page 88 of 403

GENERAL LIABILITY DECLARATION

AMENDED DECLARATION * * EFFECTIVE 02/19/25
 SUPERCEDES ANY PREVIOUS DECLARATION BEARING
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JACKSON MI 49203			PO BOX 280	
			JACKSON MI 49204	
INSURED SINCE: 02/2022			THIS POLICY IS BILLED BY THE COMPANY-I	



ADDITIONAL INSUREDS

ADDITIONAL INSURED
 CG 20 10
 HOT AIR JUBILEE
 2800 4TH ST
 JACKSON MI
 49203

ADDITIONAL INSURED
 CG 20 12
 COUNTY OF JACKSON
 301 E LOUIS GLICK HWY
 JACKSON MI
 49201

ADDITIONAL INSURED
 CG 20 12
 CASCADES INC
 1401 S BROWN ST
 JACKSON MI
 49203

ADDITIONAL INSURED
 CG 20 26
 MIS/NITE LITES
 12626 US HIGHWAY 12
 BROOKLYN MI
 49230

ADDITIONAL INSURED
 CG 20 12
 CITY OF EAST LANSING
 410 ABBOT RD
 EAST LANSING MI
 48823

ADDITIONAL INSURED
 CG 20 10
 CLINTON FALL FESTIVAL
 PO BOX 205
 CLINTON MI
 49236



MEMO TO: Mayor and City Councilmembers

FROM: Jonathan Greene, City Manager

DATE: May 27, 2025

SUBJECT: Special Event Application: Sacred Heart Community Festival

Recommendation:

Approve a request from the Sacred Heart Community Church to host the Sacred Heart Community Festival on June 29, 2025, in downtown Jackson.

Attached is a memo and supporting paperwork from Beth Kuiper regarding the Special Event Application for the Sacred Heart Community Festival.

I recommend approval of the Special Event Application for the Sacred Heart Community Festival. Your consideration and concurrence is appreciated.



DEPARTMENTAL REPORT

MEMO TO: Jonathan Greene, City Manager

FROM: DDA Director, DDA Director

DATE: May 27, 2025

RECOMMENDATION: Approve a request from the Sacred Heart Community Church to host the Sacred Heart Community Festival on June 29, 2025, in downtown Jackson.

ISSUE STATEMENT

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

DEPARTMENT	APPROVAL	DENIAL	ECONOMIC IMPACT
DDA	X		\$0.00
Engineering	X		\$0.00
Fire	X		\$0.00
Neighborhood & Economic Operations	X		\$0.00
Parks & Recreation	X		\$0.00
Police	X		\$0.00
Public Works	X		\$400.00
		TOTAL	\$400.00

DESCRIBE THE CONSEQUENCES

Conditions & Considerations: street closure

OWNERSHIP

Insurance Status: Approval is dependent on the receipt of proper insurance documents.

SOLUTION

FACILITATE IMPLEMENTATION

Approve a request from the Sacred Heart Community Church to host the Sacred Heart Community Festival on June 29, 2025, in downtown Jackson.

ATTACHMENTS

- 1. SEA-Sacred Heart Community Festival



By: M. Evans Date: 4/22/25
Fee Rec: _____ Date: _____
Cash: _____ Check #: _____
Approved through City Council
Yes/No: _____ Date: _____

SPECIAL EVENT APPLICATION 2025

Submit your application to mevans@cityofjackson.org or drop it off at
City of Jackson Downtown Development Authority: 161 W. Michigan Ave, 5th Floor, Jackson, MI

Application must be submitted 60 days prior to event date

Application attachments

The application will not be submitted for approval until all attachments are attained.

☐ Application Fee: Nonrefundable. Cash or check only. Please make checks out to **Downtown Development Authority**

Authority

- ☐ Level 1: \$75 (0-1 city resources) *Examples of city resources include, but are not limited to, requests for power, water or fire hydrants, traffic cones, and staging.*
☐ Level 2: \$150 (No road closure, needs 2 city resources) **Does not include closing Hayes Court*
☐ Level 3: \$225 (Road closure, police assistance, needs 3+ city resources)

If you would like to apply for a non-profit/low resource fee waiver, see page 4.

☐ LATE FEE: +\$50 Late/Rush Fee submitted less than 60 days but greater than 30 days. No applications will be accepted less than 30 days from the date of the event.

- ☐ Insurance documentation for sponsoring organization
☐ Event Map - Please indicate the location of all items (see page 4 for detailed information needed & page 7 for a blank map)
☐ Liquor License & Liquor Liability Insurance (if applicable) See page 5 for details on liquor and the Social District
☐ Cannabis Consumption Area License and Liability Insurance (if applicable)
☐ Carnival Ride Permit (if applicable)
☐ Insurance documentation for all vendors (if applicable)
☐ Fireworks plan and all required approval documentation from the appropriate authorities (if applicable)

Applicant Information

EVENT NAME: Sacred Heart Community Festival

Sponsoring Organization Legal Name : Sacred Heart Community (church)

Street Address : 608 S. Elm Street

Tax ID# : 38-3253671

Website : _____

Contact Name 1 : Araceli Salazar Email: ai_albarran@ymail.com Phone: (517) 990-4065

Contact Name 2 : Rev. Tim Nelson Email: firtimnelson@gmail.com Phone: 517-817-9351

Contact Name/Phone# During Event: 517-990-4065 Araceli Salazar

Event Details

Event Date(s): _____ Set up Time: _____ Start Time: _____ End Time: _____ Tear Down Time: _____

6/29/2025 7:00am 12:30 7:00pm 7:00pm

Has this event occurred before? ☒ Yes ☐ No If yes, how many previous years? 3rd year

What is the expected attendance? 250 Do you expect to do this event next year? ☒ Yes ☐ No

Type of Event Please check all that apply

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

***Downtown 5K/10K's:** Even with City Council approval, the proposed route cannot be guaranteed due to ongoing construction, which may require adjustments to the course. We recommend considering Ella Sharp Park as an alternative to downtown streets.

☐ **Description of Event** This description will be posted on the Special Events Calendar

Annual Church Festival to benefit our community.
Sale of food, music, activities for children.

☐ **Event Location** Please include the location on the map

Horace Blackman Park

Bucky Harris Park

MLK Equality Trail

TRUE City Square Stage

Grand River Farmers Market Pavilion

Ella Sharp Park

*requires Ella Sharp Board approval

X Other Location **St. Stanislaus Kostka Church/ com. Sacred Heart**

☐ **Requested Street Closure(s)** Please include all requested street closures on the map. **Note that street closures require an anticipated attendance of at least 3,000**

Street Name: **Pringle St** Cross Street 1: **S. Elm St** Cross Street 2: **Summit Ave**
Closure Start Date: **6/28/25** Time: **7:00am** Closure End Date: **6/29/25** Time: **7:00pm**

Street Name: Cross Street 1: Cross Street 2:
Closure Start Date: Time: Closure End Date: Time:

Street Name: Cross Street 1: Cross Street 2:
Closure Start Date: Time: Closure End Date: Time:

Street Name: Cross Street 1: Cross Street 2:
Closure Start Date: Time: Closure End Date: Time:

Street Name: Cross Street 1: Cross Street 2:
Closure Start Date: Time: Closure End Date: Time:

Street Name: Cross Street 1: Cross Street 2:
Closure Start Date: Time: Closure End Date: Time:

☐ **Bathroom Plan** Please include bathroom locations on the map

Facilities: How many restrooms/portable toilets will be provided, including ADA options? **2 buildings 15 stalls**

Service Provider: Who will supply and service the restrooms (name/contact)? **Sacred Heart**

Placement: Where will restrooms be located? *Please include locations on the map **In church + community hall**

Additional Notes:

Bucky Harris Park Bathrooms Use: Request a key at City Hall, Parks & Rec, 161 W. Michigan Ave., 5th Floor with a \$75 refundable deposit and state ID. You must unlock and lock the bathroom doors before and after the event.

Waste Management Plan Please include garbage locations on the map

*If the area of your event is not cleaned up, you will be invoiced the cost of services.

Collection: How will garbage be managed during and after the event?

cleaning crew

Service Provider: Who is responsible for waste removal (name/contact)?

AI Waste

Reciprocals: How many bins will be provided? *Please include locations on the map
For large events, how many roll-offs?

4-5

Cleanup: Who will handle post-event cleanup?

volunteer at festival

Additional notes:

Other City Resource Requests *Include all extra resources on map

Electrical Power: Do you need electrical power?

Yes

☒ No

****All electrical lines MUST be properly covered to minimize tripping hazards****

Will you have food trucks?

Please add food truck names and locations on the map.

Yes

☒ No

If yes, how many food trucks do you anticipate?

Using generators?

Yes

☒ No

Do you need to rent power boxes for the food trucks?
\$25 per box rental cost (adapters included)

Yes

No

If yes, how many?

Will you have Vendors/ Other food on site?

Yes

☒ No

If yes, how many?

Using generators?

Yes

No

Do you need to rent power boxes?
\$25 per box rental cost (adapters included)

Yes

No

If yes, how many?

Will you have Amusement/ Carnival Rides, other attractions (bounce house, foam machine, etc)?

☒ Yes

No If yes, what?

Bounce House

Using generators?

☒ Yes

☒ No

Do you need to rent power boxes?
\$25 per box rental cost (adapters included)

Yes

☒ No

If yes, how many?

Other electrical power needed?

Yes

☒ No

If yes, what?

Wattage needed:

Number of plug-ins needed:

Water: Do you need water?

Yes

☒ No

If yes, please indicate the needed requirement:

Location of where the water is needed:

Fireworks: Do you plan to do fireworks?

Yes

☒ No

*If yes, please attach your detailed fireworks plan along with all required approval documents from the appropriate local authorities.

Police Department: Do you require police assistance?

Yes

☒ No

If yes, please explain:

Alcohol Sales:

☒ Yes

No

*If yes, attach liquor license and liquor liability insurance

Cannabis Consumption Area:

Yes

☒ No

*If yes, attach Cannabis Consumption License and liability insurance

Other Requests:

Traffic Cones How many?

NO

15 foot Mobile Stage

25 foot Mobile Stage

Other

Other

Special Event Application Policy

- 1 The applicant or representative of any business, group, or organization that seeks approval to conduct a special event must be 21 years of age or older.
- 2 No ground stakes are allowed on City property. Tents and inflatables must be weighted down.
- 3 Glitter and confetti are prohibited at all events.
- 4 No plugging into outlets without prior approval.
- 5 For events utilizing street space, all fixtures (tents, vehicles, trucks, etc.) must be placed near the curbs to allow for emergency vehicle access.
- 6 No alcoholic beverages allowed unless proper paperwork is provided along with City Council approval. Alcoholic beverages must be consumed within the area in which they are served. No containers, open or closed, may leave the event area unless approval is granted.
- 7 Social District: By following these steps and providing thorough documentation, you can effectively incorporate Social District rules into your Special License application, ensuring compliance with MLCC regulations and facilitating a successful event:
 - a. If a non-profit organization seeks a Special License for an event within a Social District's commons area, the local governing body must delineate the specific portions of the commons area to be used exclusively by the Special Licensee and those to be used by Social District permittees. This ensures clear boundaries and prevents overlap between the event and existing Social District activities. Please provide a clear and precise diagram that outlines the designated areas within the commons for both the Special Licensee and the Social District permittees.
 - b. Alcoholic beverages sold by the Special Licensee must be consumed within the area designated for the special event. Similarly, beverages from Social District permittees should remain within their designated zones. Areas must show visual barriers and provide staff to oversee the delineated area.
 - c. Review the MLCC's Special License Application form for any specific sections or questions related to events in Social Districts. Ensure that all relevant information is accurately provided, and any additional requirements are met. The application form can be found here: <https://www.michigan.gov/lara/bureau-list/lcc/fag/social-districts?utm>
- 8 Only a removable medium, such as chalk and/or tape, can be used to mark event area or routes. No paint of any kind is permitted. Tape must be removed once event is over.
- 9 One temporary sign/banner is permitted with your event, provided it measures no more than 12 ft and does not block any intersections, driveways, or right-of-ways.

Special Event Application

Certification and Signature

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

Signature:

Rev. Timothy A. Nelson

Date:

4-17-25

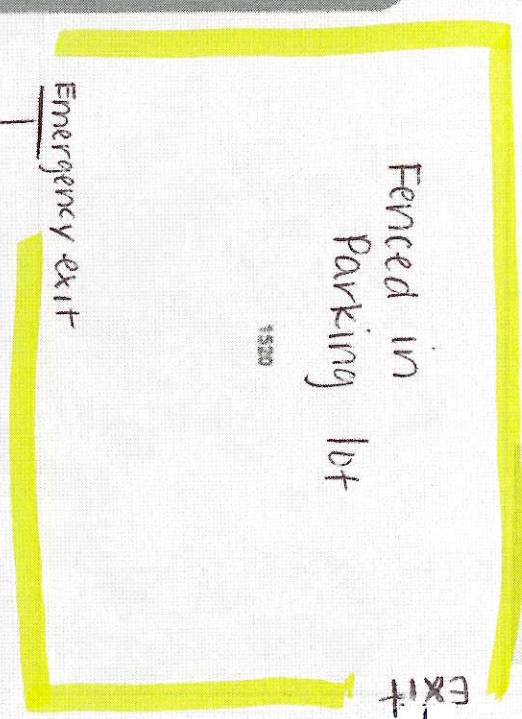
- X = tables, chairs, tent
- ★ = Bounce house
- = Fire Hydrant
- △ = Food + Liquor tent
- = Beer table
- = trash bins

Index:

Road CLOSED

Pringle Ave

Road closed



Fenced in Parking lot

Emergency exit

Exit

△ ○ ★ ●

Bounce House
Fire Hydrant

SAC Center
M/F Bathrooms

M/F Bathroom

St Stanislaus Kostka

S Elm Ave

S Elm Ave

Pringle Ave





MEMO TO: Mayor and City Councilmembers
FROM: Jonathan Greene, City Manager
DATE: May 27, 2025
SUBJECT: Special Event Application: Paws in the Park

Recommendation:

Approve a request from the Cascades Human Society to host the Paws in the Park on June 21, 2025, at Cascades Park.

Attached is a memo and supporting paperwork from Beth Kuiper regarding the Special Event Application for Paws in the Park.

I recommend approval of the Special Event Application for Paws in the Park. Your consideration and concurrence is appreciated.



DEPARTMENTAL REPORT

MEMO TO: Jonathan Greene, City Manager

FROM: DDA Director, DDA Director

DATE: May 27, 2025

RECOMMENDATION: Approve a request from the Cascades Human Society to host the Paws in the Park on June 21, 2025, at Cascades Park.

ISSUE STATEMENT

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

DEPARTMENT	APPROVAL	DENIAL	ECONOMIC IMPACT
DDA	X		\$0.00
Engineering	X		\$0.00
Fire	X		\$0.00
Neighborhood & Economic Operations	X		\$0.00
Parks & Recreation	X		\$0.00
Police	X		\$0.00
Public Works	X		\$800.00
		TOTAL	\$800.00

DESCRIBE THE CONSEQUENCES

Conditions & Considerations: 15 foot mobile stage

OWNERSHIP

Insurance Status: Approval is dependent on the receipt of proper insurance documents.

SOLUTION

FACILITATE IMPLEMENTATION

Approve a request from the Cascades Human Society to host the Paws in the Park on June 21, 2025, at Cascades Park.

ATTACHMENTS

- 1. SEA-Paws in the Park

By: M.Evans Date: 4/11/25
Fee Rec: Date:
Cash: Check #:
Approved through City Council
Yes/No: Date:

SPECIAL EVENT APPLICATION 2025

Submit your application to mevans@cityofjackson.org or drop it off at
City of Jackson Downtown Development Authority: 161 W. Michigan Ave, 5th Floor, Jackson, MI

Application must be submitted 60 days prior to event date

Application attachments

The application will not be submitted for approval until all attachments are attained.

☐ Application Fee: Nonrefundable. Cash or check only. Please make checks out to **Downtown Development Authority**

☐ Level 1: \$75 (0-1 city resources)

Examples of city resources include, but are not limited to, requests for power, water or fire hydrants, traffic cones, and staging.

☒ Level 2: \$150 (No road closure, needs 2 city resources) *Does not include closing Hayes Court

☐ Level 3: \$225 (Road closure, police assistance, needs 3+ city resources)

If you would like to apply for a non-profit/low resource fee waiver, see page 4.

☐ LATE FEE: +\$50 Late/Rush Fee submitted less than 60 days but greater than 30 days. No applications will be accepted less than 30 days from the date of the event.

☐ Insurance documentation for sponsoring organization

☐ Event Map -Please indicate the location of all items (see page 4 for detailed information needed & page 7 for a blank map)

☐ Liquor License & Liquor Liability Insurance (if applicable) See page 5 for details on liquor and the Social District

☐ Cannabis Consumption Area License and Liability insurance (if applicable)

☐ Carnival Ride Permit (if applicable)

☐ Insurance documentation for all vendors (if applicable)

☐ Fireworks plan and all required approval documentation from the appropriate authorities (if applicable)

Applicant Information

EVENT NAME:

Sponsoring Organization Legal Name : Cascades Humane Society

Street Address : 1515 Carmen Drive Jackson, MI 49202

Tax ID# : 38-1781494

Website : Chspets.org

Contact Name 1 : Hayley Golightly

Email: hgolightly@chspets.org

Phone: 517 787 7387

Contact Name 2 : Stefanie Riggs

Email: sriggs@chspets.org

Phone:

Contact Name/Phone# During Event:

Event Details

Event Date(s): 6/21/25 Set up Time: 8am Start Time: 9am End Time: 5pm Tear Down Time: 5:00pm

Has this event occurred before?

☒ Yes

No

If yes, how many previous years? 8 years

What is the expected attendance? 300 +

Do you expect to do this event next year?

☒ Yes

No

Type of Event Please check all that apply

Festival

March/Parade

☒ Walk/Run*

☒ Other

***Downtown 5K/10K's:** Even with City Council approval, the proposed route cannot be guaranteed due to ongoing construction, which may require adjustments to the course. We recommend considering Ella Sharp Park as an alternative to downtown streets.

☐ **Description of Event** This description will be posted on the Special Events Calendar

paws in the park is a dog/family friendly event
entertainment by ultimate air dogs, 5K run/walk,
vendors and Food trucks

☐ **Event Location** Please include the location on the map

Horace Blackman Park

Bucky Harris Park

MLK Equality Trail

TRUE City Square Stage

Grand River Farmers Market Pavilion

Ella Sharp Park

**requires Ella Sharp Board approval*

Other Location

Cascades Park

☐ **Requested Street Closure(s)** Please include all requested street closures on the map. **Note that street closures require an anticipated attendance of at least 3,000**

Street Name:	Cross Street 1:	Cross Street 2:
Closure Start Date:	Time:	Closure End Date:
Time:		Time:
Street Name:	Cross Street 1:	Cross Street 2:
Closure Start Date:	Time:	Closure End Date:
Time:		Time:
Street Name:	Cross Street 1:	Cross Street 2:
Closure Start Date:	Time:	Closure End Date:
Time:		Time:
Street Name:	Cross Street 1:	Cross Street 2:
Closure Start Date:	Time:	Closure End Date:
Time:		Time:
Street Name:	Cross Street 1:	Cross Street 2:
Closure Start Date:	Time:	Closure End Date:
Time:		Time:
Street Name:	Cross Street 1:	Cross Street 2:
Closure Start Date:	Time:	Closure End Date:
Time:		Time:

☐ **Bathroom Plan** Please include bathroom locations on the map

Facilities: How many restrooms/portable toilets will be provided, including ADA options?

Service Provider: Who will supply and service the restrooms (name/contact)?

Placement: Where will restrooms be located? **Please include locations on the map*

Additional Notes:

Bucky Harris Park Bathrooms Use: Request a key at City Hall, Parks & Rec, 161 W. Michigan Ave., 5th Floor with a \$75 refundable deposit and state ID. You must unlock and lock the bathroom doors before and after the event.



Waste Management Plan Please include garbage locations on the map

*If the area of your event is not cleaned up, you will be invoiced the cost of services.

Collection: How will garbage be managed during and after the event?

Service Provider: Who is responsible for waste removal (name/contact)?

Reciprocals: How many bins will be provided? **Please include locations on the map*
For large events, how many roll-offs?

Cleanup: Who will handle post-event cleanup?

Additional notes:



Other City Resource Requests *Include all extra resources on map

Electrical Power: Do you need electrical power? Yes No ****All electrical lines MUST be properly covered to minimize tripping hazards ****

Will you have food trucks?

Please add food truck names and locations on the map.

Using generators? Yes No Do you need to rent power boxes for the food trucks? Yes No If yes, how many?
\$25 per box rental cost (adapters included)

Will you have Vendors/ Other food on site?

Using generators? Yes No Do you need to rent power boxes? Yes No If yes, how many?
\$25 per box rental cost (adapters included)

Will you have Amusement/ Carnival Rides, other attractions (bounce house, foam machine, etc)?

Using generators? Yes No Do you need to rent power boxes? Yes No If yes, how many?
\$25 per box rental cost (adapters included)

Other electrical power needed? Yes No If yes, what?

Wattage needed: Number of plug-ins needed:

Water: Do you need water? Yes No If yes, please indicate the needed requirement:
Location of where the water is needed:

Fireworks: Do you plan to do fireworks? Yes No **If yes, please attach your detailed fireworks plan along with all required approval documents from the appropriate local authorities.*

Police Department: Do you require police assistance? Yes No If yes, please explain:

Alcohol Sales: Yes No **If yes, attach liquor license and liquor liability insurance*

Cannabis Consumption Area: Yes No **If yes, attach Cannabis Consumption License and liability insurance*

Other Requests:

Traffic Cones How many?

15 foot Mobile Stage

25 foot Mobile Stage

Other Bleachers

Other

Required Attachments for Application Processing



Insurance *Please request the following documentation from your insurance carrier.*

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

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



Event Map *Please include **all event details** and activities on the map for review and processing.*

Route plan	Emergency vehicle access	Requested street closures	Food Truck Locations
Vendor locations	Dispersal locations	Requested reserved parking	
Tent locations	Trash Receptacle locations	Requested electrical location	
Assembly locations	Bathroom locations	Alcohol/Cannabis sales locations	

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

*I am a representative of a non-profit organization and respectfully request that the application fee be waived or considered for reduction. **Justification for Fee Waiver** (Please briefly explain financial limitations and community benefits of this event):*

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

Special Event Application Policy

Additional charges may incur if policies are broken.

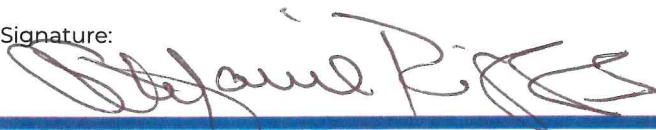
1. The applicant or representative of any business, group, or organization that seeks approval to conduct a special event must be 21 years of age or older.
2. No ground stakes are allowed on City property. Tents and inflatables must be weighted down.
3. Glitter and confetti are prohibited at all events.
4. No plugging into outlets without prior approval.
5. For events utilizing street space, all fixtures (tents, vehicles, trucks, etc.) must be placed near the curbs to allow for emergency vehicle access.
6. No alcoholic beverages allowed unless proper paperwork is provided along with City Council approval. Alcoholic beverages must be consumed within the area in which they are served. No containers, open or closed, may leave the event area unless approval is granted.
7. Social District: By following these steps and providing thorough documentation, you can effectively incorporate Social District rules into your Special License application, ensuring compliance with MLCC regulations and facilitating a successful event:
 - a. If a non-profit organization seeks a Special License for an event within a Social District's commons area, the local governing body must delineate the specific portions of the commons area to be used exclusively by the Special Licensee and those to be used by Social District permittees. This ensures clear boundaries and prevents overlap between the event and existing Social District activities. Please provide a clear and precise diagram that outlines the designated areas within the commons for both the Special Licensee and the Social District permittees.
 - b. Alcoholic beverages sold by the Special Licensee must be consumed within the area designated for the special event. Similarly, beverages from Social District permittees should remain within their designated zones. Areas must show visual barriers and provide staff to oversee the delineated area.
 - c. Review the MLCC's Special License Application form for any specific sections or questions related to events in Social Districts. Ensure that all relevant information is accurately provided, and any additional requirements are met. The application form can be found here: <https://www.michigan.gov/lara/bureau-list/lcc/faq/social-districts?utm>
8. Only a removable medium, such as chalk and/or tape, can be used to mark event area or routes. No paint of any kind is permitted. Tape must be removed once event is over.
9. One temporary sign/banner is permitted with your event, provided it measures no more than 12 ft and does not block any intersections, driveways, or right-of-ways.

Special Event Application

Certification and Signature

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

Signature:



Date:

4/16/25



MEMO TO: Mayor and City Councilmembers
FROM: Jonathan Greene, City Manager
DATE: May 27, 2025
SUBJECT: Special Event Application: June Cruise-In and Concert

Recommendation:

Approve a request from the Jackson Downtown Development Authority to host the June Cruise-In and Concert, in downtown Jackson.

Attached is a memo and supporting paperwork from Beth Kuiper regarding the Special Event Application for the June Cruise-In and Concert.

I recommend approval of the Special Event Application for the June Cruise-In and Concert. Your consideration and concurrence is appreciated.



DEPARTMENTAL REPORT

MEMO TO: Jonathan Greene, City Manager

FROM: DDA Director, DDA Director

DATE: May 27, 2025

RECOMMENDATION: Approve a request from the Jackson Downtown Development Authority to host the June Cruise-In and Concert, in downtown Jackson.

ISSUE STATEMENT

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

DEPARTMENT	APPROVAL	DENIAL	ECONOMIC IMPACT
DDA	X		\$0.00
Engineering	X		\$0.00
Fire	X		\$0.00
Neighborhood & Economic Operations	X		\$0.00
Parks & Recreation	X		\$250.00
Police	X		\$0.00
Public Works	X		\$2600.00
		TOTAL	\$2850.00

DESCRIBE THE CONSEQUENCES

Conditions & Considerations: Power, street closure, Horace Blackman Park, Bucky Harris bathrooms, bleachers, picnic tables, 25 foot stage

OWNERSHIP

Insurance Status: This event is covered under the City of Jackson’s insurance policy.

SOLUTION

FACILITATE IMPLEMENTATION

Approve a request from the Jackson Downtown Development Authority to host the June Cruise-In and Concert, in downtown Jackson.

ATTACHMENTS

- 1. SEA- JUNE Cruise-In and Concert



By: M.Evans	Date: 5/6/25
Fee Rec:	Date:
Cash:	Check #:
Approved through City Council	
Yes/No:	Date:

SPECIAL EVENT APPLICATION 2025

Submit your application to mevans@cityofjackson.org or drop it off at
City of Jackson Downtown Development Authority: 161 W. Michigan Ave, 5th Floor, Jackson, MI

Application must be submitted 60 days prior to event date

Application attachments

The application will not be submitted for approval until all attachments are attained.

☐ Application Fee: Nonrefundable. Cash or check only. Please make checks out to **Downtown Development Authority**

Examples of city resources include, but are not limited to, requests for power, water or fire hydrants, traffic cones, and staging.

☐ Level 1: \$75 (0-1 city resources)

☐ Level 2: \$150 (No road closure, needs 2 city resources) *Does not include closing Hayes Court

☐ Level 3: \$225 (Road closure, police assistance, needs 3+ city resources)

If you would like to apply for a non-profit/low resource fee waiver, see page 4.

☐ LATE FEE: +\$50 Late/Rush Fee submitted less than 60 days but greater than 30 days. No applications will be accepted less than 30 days from the date of the event.

☐ Insurance documentation for sponsoring organization

☐ Event Map –Please indicate the location of all items (see page 4 for detailed information needed & page 7 for a blank map)

☐ Liquor License & Liquor Liability Insurance (if applicable) See page 5 for details on liquor and the Social District

☐ Cannabis Consumption Area License and Liability insurance (if applicable)

☐ Carnival Ride Permit (if applicable)

☐ Insurance documentation for all vendors (if applicable)

☐ Fireworks plan and all required approval documentation from the appropriate authorities (if applicable)

✓ Applicant Information

EVENT NAME: JUNE Cruise-In and Concert

Sponsoring Organization Legal Name : Jackson Downtown Development Authority

Street Address : 161 E. Michigan Ave, 5th Floor

Tax ID# : 68-6004701

Website : www.jacksondda.org

Contact Name 1 : Beth Kuiper Email: jacksondda@cityofjackson.org Phone: 517-768-6410

Contact Name 2 : Melissa Evans Email: mevans@cityofjackson.org Phone: 517-768-6411

Contact Name/Phone# During Event: Beth Kuiper 517-800-1445

✓ Event Details

Event Date(s): Set up Time: Start Time: End Time: Tear Down Time:

June 27, 2025 4:00 PM 5:00 PM 8:00 PM 8:00 PM

Has this event occurred before? ☒ Yes ☐ No If yes, how many previous years? 10+ years

What is the expected attendance? 5000+ Do you expect to do this event next year? ☒ Yes ☐ No

✓ Type of Event Please check all that apply

Festival March/Parade Walk/Run* ☒ Other Cruise-In & Concert Summer Series

***Downtown 5K/10K's:** Even with City Council approval, the proposed route cannot be guaranteed due to ongoing construction, which may require adjustments to the course. We recommend considering Ella Sharp Park as an alternative to downtown streets.



Description of Event

This description will be posted on the Special Events Calendar

Roll into downtown Jackson for our free summer Cruise-In and Concert Series, happening every Fourth Friday from May through September. Expect classic cars lining the streets, food trucks serving up local flavor, live music setting the vibe, and plenty of fun extras — all spotlighting the shops, restaurants, and hidden gems that make our downtown shine.



Event Location

Please include the location on the map



Horace Blackman Park



Bucky Harris Park

*Power for small sound system

MLK Equality Trail



TRUE City Square Stage

Grand River Farmers Market Pavilion

Ella Sharp Park

*requires Ella Sharp Board approval



Other Location

Streets of downtown Jackson



Requested Street Closure(s)

Please include all requested street closures on the map. **Note that street closures require an anticipated attendance of at least 3,000**

Street Name: Michigan Avenue

Cross Street 1:

Blackstone Street

Cross Street 2:

MLK JR Drive

Closure Start Date: 5/23/25

Time: 4:00 PM

Closure End Date: 5/23/25

Time: 8:00 PM

Street Name: Jackson Street

Cross Street 1:

Pearl Street

Cross Street 2:

Cortland Street

Closure Start Date: 5/23/25

Time: 4:00 PM

Closure End Date: 5/23/25

Time: 8:00 PM

Street Name: Mechanic Street

Cross Street 1:

Pearl Street

Cross Street 2:

Cortland Street

Closure Start Date: 5/23/25

Time: 4:00 PM

Closure End Date: 5/23/25

Time: 8:00 PM

Street Name: Hayes Court

Cross Street 1:

Michigan Avenue

Cross Street 2:

Pearl Street

Closure Start Date: 5/23/25

Time: 4:00 PM

Closure End Date: 5/23/25

Time: 8:00 PM

Street Name:

Cross Street 1:

Cross Street 2:

Closure Start Date:

Time:

Closure End Date:

Time:

Street Name:

Cross Street 1:

Cross Street 2:

Closure Start Date:

Time:

Closure End Date:

Time:



Bathroom Plan

Please include bathroom locations on the map

Facilities: How many restrooms/portable toilets will be provided, including ADA options?

The DDA will provide bathrooms

Service Provider: Who will supply and service the restrooms (name/contact)?

TBA

Placement: Where will restrooms be located? *Please include locations on the map

Additional Notes: Additional bathrooms located at Horace Blackman Park and Mechanic Street.



Bucky Harris Park Bathrooms Use: Request a key at City Hall, Parks & Rec, 161 W. Michigan Ave., 5th Floor with a \$75 refundable deposit and state ID. You must unlock and lock the bathroom doors before and after the event.



Waste Management Plan Please include garbage locations on the map

*If the area of your event is not cleaned up, you will be invoiced the cost of services.

Collection: How will garbage be managed during and after the event?

Service Provider: Who is responsible for waste removal (name/contact)?

Reciprocals: How many bins will be provided? *Please include locations on the map
For large events, how many roll-offs?

Cleanup: Who will handle post-event cleanup?

Additional notes:



Other City Resource Requests *Include all extra resources on map

Electrical Power: Do you need electrical power? ☒ Yes ☐ No ****All electrical lines MUST be properly covered to minimize tripping hazards ****

Will you have food trucks?

Please add food truck names and locations on the map.

☒ Yes ☐ No

If yes, how many food trucks do you anticipate?

Using generators? ☒ Yes ☐ No

Do you need to rent power boxes for the food trucks? ☒ Yes ☐ No
\$25 per box rental cost (adapters included)

If yes, how many?

Will you have Vendors/ Other food on site?

☒ Yes ☐ No

If yes, how many?

Using generators? ☐ Yes ☐ No

Do you need to rent power boxes? ☒ Yes ☐ No
\$25 per box rental cost (adapters included)

If yes, how many?

Will you have Amusement/ Carnival Rides, other attractions (bounce house, foam machine, etc)?

☐ Yes ☒ No

If yes, what?

Using generators? ☐ Yes ☒ No

Do you need to rent power boxes? ☐ Yes ☒ No
\$25 per box rental cost (adapters included)

If yes, how many?

Other electrical power needed?

☒ Yes ☐ No

If yes, what?

Wattage needed:

Number of plug-ins needed:

*Also power at True Community for a sound system ** And power boxes along Michigan Ave between JSO and Marketplace Manna

Water: Do you need water? ☒ Yes ☐ No If yes, please indicate the needed requirement:

Location of where the water is needed:

Fireworks: Do you plan to do fireworks? ☐ Yes ☒ No **If yes, please attach your detailed fireworks plan along with all required approval documents from the appropriate local authorities.*

Police Department: Do you require police assistance? ☐ Yes ☒ No If yes, please explain:

Alcohol Sales: ☐ Yes ☒ No **If yes, attach liquor license and liquor liability insurance*

Cannabis Consumption Area: ☐ Yes ☒ No **If yes, attach Cannabis Consumption License and liability insurance*

Other Requests:

Traffic Cones How many?

15 foot Mobile Stage ☒

25 foot Mobile Stage

☒ Other Road closure signs at the end of each street. 2 cones placed with each closure sign. In addition 2 road closure signs for both ends of Hayes Court.

☒ Other Request from Parks & Rec for the Hot Dog Eating Contest: Bleachers, two-8 ft. tables, 10 chairs, 2 garbage cans, Please see map for location and set up.

☒ Other Bleachers (see attached picture for set up)

Picnic tables at Horace Blackman Park (already set up for Food Truck

Required Attachments for Application Processing



Insurance *Please request the following documentation from your insurance carrier.*

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

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



Event Map *Please include **all event details** and activities on the map for review and processing.*

Route plan Emergency vehicle access ✗ Requested street closures ✗ Food Truck Locations
 Vendor locations Dispersal locations Requested reserved parking
 Tent locations ✗ Trash Receptacle locations ✗ Requested electrical location
 Assembly locations ✗ Bathroom locations Alcohol/Cannabis sales locations

**If these details change, a revised map must be provided seven days prior to event.*

Revised maps cannot include any additional street use, reserved parking, or additional space reservations.

*I am a representative of a non-profit organization and respectfully request that the application fee be waived or considered for reduction. **Justification for Fee Waiver** (Please briefly explain financial limitations and community benefits of this event):*

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

Special Event Application Policy

Additional charges may incur if policies are broken.

1. The applicant or representative of any business, group, or organization that seeks approval to conduct a special event must be 21 years of age or older.
2. No ground stakes are allowed on City property. Tents and inflatables must be weighted down.
3. Glitter and confetti are prohibited at all events.
4. No plugging into outlets without prior approval.
5. For events utilizing street space, all fixtures (tents, vehicles, trucks, etc.) must be placed near the curbs to allow for emergency vehicle access.
6. No alcoholic beverages allowed unless proper paperwork is provided along with City Council approval. Alcoholic beverages must be consumed within the area in which they are served. No containers, open or closed, may leave the event area unless approval is granted.
7. Social District: By following these steps and providing thorough documentation, you can effectively incorporate Social District rules into your Special License application, ensuring compliance with MLCC regulations and facilitating a successful event:
 - a. If a non-profit organization seeks a Special License for an event within a Social District's commons area, the local governing body must delineate the specific portions of the commons area to be used exclusively by the Special Licensee and those to be used by Social District permittees. This ensures clear boundaries and prevents overlap between the event and existing Social District activities. Please provide a clear and precise diagram that outlines the designated areas within the commons for both the Special Licensee and the Social District permittees.
 - b. Alcoholic beverages sold by the Special Licensee must be consumed within the area designated for the special event. Similarly, beverages from Social District permittees should remain within their designated zones. Areas must show visual barriers and provide staff to oversee the delineated area.
 - c. Review the MLCC's Special License Application form for any specific sections or questions related to events in Social Districts. Ensure that all relevant information is accurately provided, and any additional requirements are met. The application form can be found here: <https://www.michigan.gov/lara/bureau-list/lcc/faq/social-districts?utm>
8. Only a removable medium, such as chalk and/or tape, can be used to mark event area or routes. No paint of any kind is permitted. Tape must be removed once event is over.
9. One temporary sign/banner is permitted with your event, provided it measures no more than 12 ft and does not block any intersections, driveways, or right-of-ways.

Special Event Application

Certification and Signature

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

Signature: **Beth Kuiper**

Date: **4/14/25**



****Hot Dog Eating Contest**
See attached page for layout
for stage, bleachers, etc.

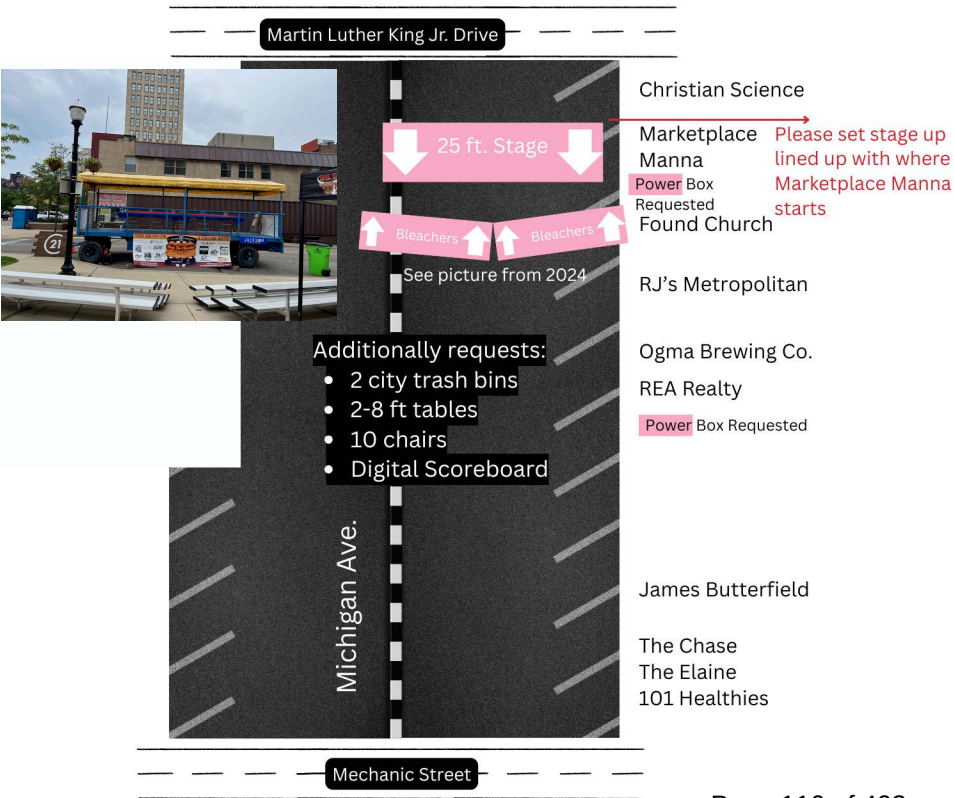
MECHANIC ST.

N. JACKSON ST.

S. JACKSON ST.

BLACKSTONE ST.

Hot Dog Eating Contest - June 27 Cruise-In and Concert





MEMO TO: Mayor and City Councilmembers

FROM: Jonathan Greene, City Manager

DATE: May 27, 2025

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

Recommendation:

Approve a request from the Jackson Downtown Development Authority to host the Grand River Farmers Market-Children's Market, in downtown Jackson.

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

I recommend approval of the Special Event Application for the Grand River Childrens Farmers Market. Your consideration and concurrence is appreciated.



DEPARTMENTAL REPORT

MEMO TO: Jonathan Greene, City Manager

FROM: DDA Director, DDA Director

DATE: May 27, 2025

RECOMMENDATION: Approve a request from the Jackson Downtown Development Authority to host the Grand River Childrens Farmers Market on June 27, 2025, in downtown Jackson.

ISSUE STATEMENT

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

DEPARTMENT	APPROVAL	DENIAL	ECONOMIC IMPACT
DDA	X		\$0.00
Engineering	X		\$0.00
Fire	X		\$0.00
Neighborhood & Economic Operations	X		\$0.00
Parks & Recreation	X		\$0.00
Police	X		\$0.00
Public Works	X		\$0.00
		TOTAL	\$0.00

DESCRIBE THE CONSEQUENCES

Conditions & Considerations: Power, Grand River Pavilion

OWNERSHIP

Insurance Status: This event is covered under the City of Jackson's insurance policy.

SOLUTION

FACILITATE IMPLEMENTATION

Approve a request from the Jackson Downtown Development Authority to host the Grand River Farmers Market-Children's Market, in downtown Jackson.

ATTACHMENTS

1. SEA-GRFM Childrens Market 2025 Updated 5-13-25



By: M. Evans	Date: 4/9/25
Fee Rec: N/A	Date:
Cash:	Check #:
Approved through City Council	
Yes/No:	Date:

SPECIAL EVENT APPLICATION 2025

Submit your application to mevans@cityofjackson.org or drop it off at
City of Jackson Downtown Development Authority, 161 W. Michigan Ave, 5th Floor, Jackson, MI

Application must be submitted 60 days prior to event date

Application attachments

The application will not be submitted for approval until all attachments are attained.

☐ Application Fee: Nonrefundable. Cash or check only. Please make checks out to **Downtown Development Authority**

☐ Level 1: \$75 (0-1 city resources)

Examples of city resources include, but are not limited to, requests for power, water or fire hydrants, traffic cones, and staging.

☐ Level 2: \$150 (No road closure, needs 2 city resources) *Does not include closing Hayes Court

☐ Level 3: \$225 (Road closure, police assistance, needs 3+ city resources)

If you would like to apply for a non-profit/low resource fee waiver, see page 4.

☐ LATE FEE: +\$50 Late/Rush Fee submitted less than 60 days but greater than 30 days. No applications will be accepted less than 30 days from the date of the event.

☐ Insurance documentation for sponsoring organization

☐ Event Map - Please indicate the location of all items (see page 4 for detailed information needed & page 7 for a blank map)

☐ Liquor License & Liquor Liability Insurance (if applicable) See page 5 for details on liquor and the Social District

☐ Cannabis Consumption Area License and Liability insurance (if applicable)

☐ Carnival Ride Permit (if applicable)

☐ Insurance documentation for all vendors (if applicable)

☐ Fireworks plan and all required approval documentation from the appropriate authorities (if applicable)

Applicant Information

EVENT NAME: **Grand River Farmers Market - Cildrens Market**

Sponsoring Organization Legal Name : **Jackson DDA**

Street Address : **161 E. Michigan Ave**

Tax ID# :

Website :

Contact Name 1 : **Dodi Wheeler**

Email: **farmersmarket@cityofjackson.org**

Phone: **5174142011**

Contact Name 2 :

Email:

Phone:

Contact Name/Phone# During Event: **same**

Event Details

Event Date(s): Set up Time: Start Time: End Time: Tear Down Time:

Friday June 27

7:00a

9:00a

2:00p

3:00

Has this event occurred before? ☒ Yes

No If yes, how many previous years? **1**

What is the expected attendance? **500-700**

Do you expect to do this event next year?

☒ Yes

No

Type of Event Please check all that apply

Festival

March/Parade

Walk/Run*

☒ Other

farmers market - for and run by kids

***Downtown 5K/10K's:** Even with City Council approval, the proposed route cannot be guaranteed due to ongoing construction, which may require adjustments to the course. We recommend considering Ella Sharp Park as an alternative to downtown streets.

☐ **Description of Event** This description will be posted on the Special Events Calendar

A market for and run by kids - 50 child entrepreneurs bringing all kinds of creative and brilliant wares in tandem with our regular market - featuring music, food, and other surprises!

☐ **Event Location** Please include the location on the map

Horace Blackman Park

Bucky Harris Park

MLK Equality Trail

TRUE City Square Stage

☒ Grand River Farmers Market Pavilion

Ella Sharp Park

*requires Ella Sharp Board approval
Per engineering

Other Location behind Michigan Theatre on Pearl St.

Parking Lot #5

recommendations Lot #5 will
not be closed. 5/16/25

☐ **Requested Street Closure(s)** Please include all requested street closures on the map. **Note that street closures require an anticipated attendance of at least 3,000**

Street Name: W. Pearl

Cross Street 1: Mechanic

Cross Street 2:

Closure
Start Date: 6/27

Time: 6:00a

Closure
End Date: 6/27

Time: 4:00p

Street Name:

Cross
Street 1:

Cross
Street 2:

Closure
Start Date:

Time:

Closure
End Date:

Time:

Street Name:

Cross
Street 1:

Cross
Street 2:

Closure
Start Date:

Time:

Closure
End Date:

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Street 2:

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Start Date:

Time:

Closure
End Date:

Time:

Street Name:

Cross
Street 1:

Cross
Street 2:

Closure
Start Date:

Time:

Closure
End Date:

Time:

☐ **Bathroom Plan** Please include bathroom locations on the map

Facilities: How many restrooms/portable toilets will be provided, including ADA options? 1 ADA porta john

Service Provider: Who will supply and service the restrooms (name/contact)?

Placement: Where will restrooms be located? *Please include locations on the map

Additional Notes:

Bucky Harris Park Bathrooms Use: Request a key at City Hall, Parks & Rec, 161 W. Michigan Ave., 5th Floor with a \$75 refundable deposit and state ID. You must unlock and lock the bathroom doors before and after the event.

Waste Management Plan Please include garbage locations on the map

*If the area of your event is not cleaned up, you will be invoiced the cost of services.

Collection: How will garbage be managed during and after the event? same as always, city contract

Service Provider: Who is responsible for waste removal (name/contact)?

Reciprocals: How many bins will be provided? *Please include locations on the map need 3 trash bins to Pearl Street
For large events, how many roll-offs?

Cleanup: Who will handle post-event cleanup? Dodi Wheeler

Additional notes: please be sure emptied every Friday morning early, as usual

Other City Resource Requests *Include all extra resources on map

Electrical Power: Do you need electrical power? ☒ Yes ☐ No ****All electrical lines MUST be properly covered to minimize tripping hazards ****

Will you have food trucks?

Please add food truck names and locations on the map.

☒ Yes ☐ No

If yes, how many food trucks do you anticipate? 1

Using generators? ☒ Yes ☐ No

Do you need to rent power boxes for the food trucks?
\$25 per box rental cost (adapters included)

Yes ☒ No

If yes, how many?

Will you have Vendors/ Other food on site?

☒ Yes ☐ No

If yes, how many? 1

Using generators? ☒ Yes ☐ No

Do you need to rent power boxes?
\$25 per box rental cost (adapters included)

Yes ☒ No

If yes, how many?

Will you have Amusement/ Carnival Rides, other attractions (bounce house, foam machine, etc)?

Yes ☒ No

If yes, what?

Using generators? Yes ☒ No

Do you need to rent power boxes?
\$25 per box rental cost (adapters included)

Yes ☐ No

If yes, how many?

Other electrical power needed? ☒ Yes ☐ No

If yes, what? Harmony Garden will run cord to Michigan Theatre again

Wattage needed:

Number of plug-ins needed:

Water: Do you need water? ☒ Yes ☐ No

If yes, please indicate the needed requirement: in case of emergency

Location of where the water is needed:

municipal spigot - i have key

Fireworks: Do you plan to do fireworks?

Yes ☒ No

**If yes, please attach your detailed fireworks plan along with all required approval documents from the appropriate local authorities.*

Police Department: Do you require police assistance?

Yes ☒ No

If yes, please explain:

Alcohol Sales: Yes ☒ No **If yes, attach liquor license and liquor liability insurance*

Cannabis Consumption Area: Yes ☒ No **If yes, attach Cannabis Consumption License and liability insurance*

Other Requests:

15 foot Mobile Stage

25 foot Mobile Stage

Other

Required Attachments for Application Processing

Insurance *Please request the following documentation from your insurance carrier.*

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

Event Map *Please include **all event details** and activities on the map for review and processing.*

Route plan	Emergency vehicle access	Requested street closures	Food Truck Locations
Vendor locations	Dispersal locations	Requested reserved parking	
Tent locations	Trash Receptacle locations	Requested electrical location	
Assembly locations	Bathroom locations	Alcohol/Cannabis sales locations	

**If these details change, a revised map must be provided seven days prior to event.*

Revised maps cannot include any additional street use, reserved parking, or additional space reservations.

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Special Event Application

Certification and Signature

1. I am the person with authority to act on behalf of the sponsoring organization.
2. I have submitted all required documents in support of the Special Event Application
3. A Special Event Application Fee is submitted along with this application.
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7. The approval of this special event may include additional requirements, limitations, or fees based on the City's review of the application.
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9. As the duly authorized agent of the sponsoring organization applying for approval of the Special Event, I affirm the above understandings and agree that my sponsoring organization will comply with the terms of the written confirmation of approval and all City requirements, ordinances and other laws which apply to this Special Event.
10. By signing this Special Event Application, I declare I am 21 years of age or older.
11. If required to provide liability insurance, the sponsoring organization will add the City of Jackson and the Downtown Development Authority as additional insured parties on the sponsoring organization's liability policy.
12. On behalf of the sponsoring organization, I agree that the sponsoring organization will defend, indemnify, and hold harmless the City of Jackson, its officers, employees and agents from and against any claim, demand, suit, loss, cost or expense, or any damage, which may be asserted, claimed, or recovered against or from the City of Jackson, its officers, employees, and agent, by reason of any damage to property, bodily injury, or death, sustained by any person whomsoever, and which damage, injury, or death arises out of or is incident to or in any way connected with or related to this Special Event.
13. The City of Jackson reserves the right to waive any requirements of this policy in the interests of the health, safety, and welfare of the citizens of Jackson.

Signature: **Dodi Wheeler**

Date: **4/9/2025**



JACKSON DDA
Downtown Development Authority

PLEASE READ AND BE FAMILIAR WITH YOUR RESPONSIBILITIES, BEST PRACTICES, AND GUIDELINES, FOR EVENTS DOWNTOWN JACKSON AND THE CITY OF JACKSON, MICHIGAN.

EVENT ORGANIZER RESPONSIBILITIES

- 01** Send out vendor guidelines. It is your responsibility to communicate these guidelines and adhere to them.
- 02** Keep fire hydrants and emergency lanes clear.
- 03** Inform downtown businesses of any street closures and times of closures.
- 04** If you need additional resources you will have to go through the application process again. The city can no longer accommodate changes to the application after approval. If you are adding to your event, please fill out another application within the timeline.
- 05** The event organizer is responsible for ensuring that adequate trash management (not city trash cans) and restroom facilities are provided, appropriate to the anticipated number of attendees.

VENDOR & PARTICIPANT GUIDELINES CITY OF JACKSON

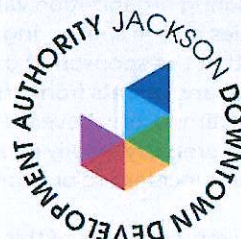
INCLUDES ANY CITY PROPERTY
PARKS - STREETS - SIDEWALKS - PARKING LOTS - PAVILIONS

- 01** No stakes, yard signs, or anything that punctures the ground.
We have sprinkler systems in the parks and wood chipped gardens.
- 02** Need electricity?
Ask your event coordinator in plenty of time before the event. We have some power throughout the city, but you will need to coordinate ahead of time to be able to use it. **Plugs at the base of the trees CANNOT be used. Usage will blow a fuse.
- 03** Tents and inflatables must be weighed down. No stakes, please!
Downtown is often windy! Stakes are not allowed due to the sprinkler system.
- 04** Please clean up after yourself.
We take pride in our downtown but it takes the work of everyone to keep it looking nice. Please dispose of any trash and take what you brought.
- 05** If you need to drive in the park, stay on the sidewalks.
Cars on the grass will damage our sprinkler system!
- 06** Please set up and tear down within the parameters your event organizer has given you.
- 07** Glitter and confetti are prohibited at all events.

ADDITIONAL SAFETY NOTES AS APPLICABLE:

- Keep fire hydrants and emergency lanes clear
- Ear Muffs
- Safety Glasses
- Masker
- Respirator
- Face Shield
- Safety Harness
- Safety Belt
- Gloves
- Boots

CITY OF
JACKSON
MICHIGAN



Questions?
Contact Melissa at mevans@cityofjackson.org
jacksondda@cityofjackson.org



MEMO TO: Mayor and City Councilmembers

FROM: Jonathan Greene, City Manager

DATE: May 27, 2025

SUBJECT: Resolution to Establish Licensing Fees for Electric Scooters

Recommendation:

Adopt the Resolution establishing the annual licensing fee and non-compliance penalty for electric scooters under City Ordinance 2025-1



DEPARTMENTAL REPORT

MEMO TO: Jonathan Greene, City Manager

FROM: Matt Hagerty, City Attorney

DATE: May 27, 2025

RECOMMENDATION:

ISSUE STATEMENT

In accordance with the City Council-adopted Ordinance 2025-1, effective May 15, 2025, the City Council must establish, by Resolution, the annual licensing fee for a commercial operator of electric scooters.

DESCRIBE THE CONSEQUENCES

The proposed resolution sets the annual licensing fee at \$2,500. This is consistent with the annual fee charged by the cities of East Lansing and Lansing. Those cities additionally charge a separate per ride user fee payable to the municipality.

OWNERSHIP

The adoption of the annual licensing fee will regulate the operation of electric scooters within the downtown, as well as provide for monetary fines in the event City Police or DPW impound scooters that are not retrieved by the licensee within 30 days after notice of impoundment.

SOLUTION

The proposed annual licensing fee is consistent with that of other communities that have electric scooter ordinances and the licensing requirement provides a mechanism to track the licensee's operations; provides contact information; the required insurance policy; user data and other related information for the use and deployment of electric scooters.

FACILITATE IMPLEMENTATION

Adopt the Resolution establishing the annual licensing fee and non-compliance penalty for electric scooters under City Ordinance 2025-1

ATTACHMENTS

1. Electric_Scooter_Fee_Resolution

CITY OF JACKSON, MICHIGAN

CITY COUNCIL RESOLUTION NO. 2025-__

**A RESOLUTION TO ESTABLISH LICENSING FEES FOR ELECTRIC
SCOOTERS UNDER ORDINANCE NO. 2025-01 IN DOWNTOWN JACKSON**

WHEREAS, the City of Jackson is committed to supporting innovative and sustainable modes of transportation that improve urban mobility; and

WHEREAS, the increased presence of battery-powered electric scooters has raised important public concerns regarding pedestrian safety, traffic regulation, and responsible use of public infrastructure; and

WHEREAS, the City Council has adopted Ordinance No. 2025-1 to regulate the use and operation of electric scooters in the downtown area; and

WHEREAS, the City Council has determined that licensing of electric scooters is necessary to ensure orderly operation within the downtown and to safeguard the interests of residents and visitors;

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Jackson, Michigan:

SECTION 1: LICENSING REQUIREMENT

All electric scooter operators, in accordance with Ordinance 2025-1, Sec. 25-95(d), shall pay to the City Clerk a non-refundable annual license fee of Two Thousand Five Hundred Dollars (\$2,500) for the first year Ordinance 2025-1 is in effect and said annual licensing fee may hereafter be amended annually by Resolution of the City Council. The license fee shall be payable upon submittal of an electric scooter license application to the City Clerk.

SECTION 2: PENALTIES FOR PARKING/OPERATIONAL NON-COMPLIANCE

In accordance with Sec. 25-96(f) of Ordinance 2025-1, any unsafe/inoperable, incorrectly parked, or scooters blocking the public right of way are subject to removal and impoundment by the City pursuant to MCL 257.252d. An additional fee in the amount of One Hundred Dollars (\$100.00) shall be paid to the City each month for each electric scooter which has remained impounded by the City for more than 30 days after notice has been sent to the licensed company notifying them of the impoundment.

SECTION 3: ENFORCEMENT AND ADMINISTRATION

The Department of Public Works, in collaboration with the Jackson Police Department, is authorized to implement and enforce Section 2 of this Resolution.

ADOPTED by the City Council of the City of Jackson this 27th day of May, 2025, by the following vote:

AYES: _____

NAYS: _____

ABSENT: _____

ABSTAIN: _____

* * * * *

State of Michigan)
County of Jackson) §
City of Jackson)

I, Andrea Muray, City Clerk in and for the City of Jackson, County and State aforesaid, do hereby certify that the foregoing is a true and complete copy of a resolution adopted by the Jackson City Council on the 27th day of May, 2025.

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

Andrea Muray, City Clerk



MEMO TO: Mayor and City Councilmembers
FROM: Jonathan Greene, City Manager
DATE: May 27, 2025
SUBJECT: Resolution - Delinquent Invoices 2025 Summer Tax Bill

Recommendation:

Approve the resolution placing delinquent invoices on the 2025 summer tax bills.



DEPARTMENTAL REPORT

MEMO TO: Jonathan Greene, City Manager

FROM:

DATE: May 27, 2025

RECOMMENDATION:

ISSUE STATEMENT

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

DESCRIBE THE CONSEQUENCES

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

OWNERSHIP

On May 13, 2025, the City Assessor's Office provided the Clerk's Office with a list of delinquent invoices that were 90 days or more delinquent. Section 22-12 of the Jackson Code of Ordinances states that the City Clerk shall report the information to City Council.

SOLUTION

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

FACILITATE IMPLEMENTATION

Restate the recommendation

ATTACHMENTS

1. 05-27-2025 Council Packet Delq Inv to Summer Taxes

MEMOTO: Mayor and City Councilmembers

FROM: Jason Yoakam, City Assessor 

DATE: May 27, 2025

SUBJECT: Resolution to Place Delinquent Invoices on 2025 Summer Tax Bills

Recommendation: Approve a resolution to place delinquent invoices on 2025 summer tax bills.

Attached please find a resolution to place delinquent miscellaneous invoices on the 2025 summer tax bills per Chapter 22, Section 22-12 of the City's Code of Ordinances.

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

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

Attachment

DEPARTMENTAL REPORT

MEMO TO: Jonathan Greene, City Manager

FROM: Jason Yoakam, City Assessor 

DATE: May 27, 2025

RECOMMENDATION: Recommend Adoption of Resolution to Place Delinquent Invoices on 2025 Summer Tax Bills

SUMMARY

Attached is a resolution and a list of parcels having delinquent invoices needing to be billed on the 2025 summer tax bills.

BUDGETARY CONSIDERATIONS

HISTORY, BACKGROUND and DISCUSSION

Chapter 22, Section 22-12 of the City's Code of Ordinance was amended in 2021 to allow these invoices to be placed on property tax bills. The result of this amendment is the attached resolution, with a list of delinquent invoices, to be approved for placement on the 2025 summer tax roll for each respective property.

DISCUSSION OF THE ISSUE

POSITIONS

Recommend adoption of resolution.

ATTACHMENT: Resolution

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

BY THE CITY COUNCIL:

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

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

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

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

NOW, THEREFORE, BE IT RESOLVED, that the City of Jackson City Council hereby resolves to place the list of delinquent invoices accompanying this Resolution as **Attachment A** on the 2025 summer tax roll.

BE IT FURTHER RESOLVED that should any taxpayer pay a delinquent invoice subsequent to adoption of this Resolution, but prior to the commitment of the 2025 summer tax roll in June, 2025 that such delinquent invoice shall be removed from the roll for that property.

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

I, Andrea Muray, City Clerk in and for the City of Jackson, County of Jackson and State of Michigan, do hereby certify that the foregoing is a true and complete copy of a Resolution adopted by the Jackson City Council on the 27th day of May, 2025.

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

Andrea Muray, City Clerk

PIN	NUM	DIR	STREET	INVOICE	OWNER	INVOICE #	DATE	DUE	INVOICE NOTES
1-035200000	319		TAYLOR	20254	MILLER, GWEN L	2400032314	10/23/2024	233.46	PRIVATE PROPERTY MOWING COMPLETED ON: 8/26/24LOCATION: 319 TAYLOR STINVOICE QUESTIONS? CALL THE DEPT OF PUBLIC WORKS AT (517) 788-4170
1-035500000	327		TAYLOR	21233	ILER, KYLE D & MAKAYLA A	2400032315	10/23/2024	176.39	PRIVATE PROPERTY MOWING COMPLETED ON: 8/26/24LOCATION: 327 TAYLOR STINVOICE QUESTIONS? CALL THE DEPT OF PUBLIC WORKS AT (517) 788-4170
1-037400000	728	N	BLACKSTONE	21664	CANNON ESTATE, JAMES D	2400031483	6/24/2024	223.10	PRIVATE LOT MOWING COMPLETED ON: 5/23/24LOCATION: 728 N BLACKSTONE STINVOICE QUESTIONS? CALL THE DEPT OF PUBLIC WORKS AT (517) 788-4170
1-038300000	326		TAYLOR	18865	MOORE, EDDIE R	2400032129	9/26/2024	236.28	PRIVATE PROPERTY MOWING COMPLETED ON: 8/6/24LOCATION: 326 TAYLOR STINVOICE QUESTIONS? CALL THE DEPT OF PUBLIC WORKS AT (517) 788-4170
1-038300000	326		TAYLOR	18865	MOORE, EDDIE R	2400032316	10/23/2024	194.55	PRIVATE PROPERTY MOWING COMPLETED ON: 8/26/24LOCATION: 326 TAYLOR STINVOICE QUESTIONS? CALL THE DEPT OF PUBLIC WORKS AT (517) 788-4170
1-038400000	324		TAYLOR	20172	AVERY ESTATE, KEITH	2400032130	9/26/2024	257.28	PRIVATE PROPERTY MOWING COMPLETED ON: 8/6/24LOCATION: 324 TAYLOR STINVOICE QUESTIONS? CALL THE DEPT OF PUBLIC WORKS AT (517) 788-4170
1-038400000	324		TAYLOR	20172	AVERY ESTATE, KEITH	2400032351	10/24/2024	254.21	PRIVATE PROPERTY MOWING COMPLETED ON: 9/2/24LOCATION: 324 TAYLOR STINVOICE QUESTIONS? CALL THE DEPT OF PUBLIC WORKS AT (517) 788-4170
1-043100000	319	W	NORTH	21808	POLASKI, RANDY	2400031870	8/20/2024	260.35	PRIVATE PROPERTY MOWING COMPLETED ON: 6/24/24LOCATION: 319 W NORTH STINVOICE QUESTIONS? CALL THE DEPT OF PUBLIC WORKS AT (517) 788-4170
1-043300000	405	W	NORTH	10631	STEINMILLER, PAUL, E	2400032160	9/27/2024	283.52	PROPERTY CLEAN-UP - ITEMS REMOVED INCLUDED:REMOVE ALL GARBAGE, TRASH, JUNK, DEBRIS AND RUBBISH FROM THE ENTIRE PROPERTYTO INCLUDE ALL MATERIALS ALONG THE SIDE OF THE HOUSE AND GARAGE AREA.ADDRESS: 405 W NORTH STCITATION DATE: 08/13/2024INVOICE QUESTIONS?
1-050900000	448	W	NORTH	21926	GOODNOUGH, MITCHEL	2400032317	10/23/2024	274.96	PRIVATE PROPERTY MOWING COMPLETED ON: 8/26/24LOCATION: 448 W NORTH STINVOICE QUESTIONS? CALL THE DEPT OF PUBLIC WORKS AT (517) 788-4170
1-0529.1000	433		HILL	21475	RADA, EMAD	2400032021	9/9/2024	196.90	PRIVATE PROPERTY MOWING COMPLETED ON: 7/22/24LOCATION: 433 HILL STINVOICE QUESTIONS? CALL THE DEPT OF PUBLIC WORKS AT (517) 788-4170
1-053100000	927		LANSING	20992	RADA, EMAD	2400032023	9/9/2024	165.38	PRIVATE PROPERTY MOWING COMPLETED ON: 7/22/24LOCATION: 927 LANSING AVEINVOICE QUESTIONS? CALL THE DEPT OF PUBLIC WORKS AT (517) 788-4170
1-053100000	927		LANSING	20992	RADA, EMAD	2400032083	9/19/2024	141.76	BOARD UP OF OPEN AND ACCESSIBLE ENTRIES AT 927 - 931 LANSING AVE ON 9/16/2024. INVOICE QUESTIONS? CALL THE COMMUNITY DEVELOPMENT DEPARTMENT AT (517) 788-4060
1-053500000	1005		LANSING	21770	POTES DAKOTA E	2400031794	8/12/2024	312.40	PROPERTY CLEAN-UP - ITEMS REMOVED INCLUDED:REMOVE THE CAR PARTS, JUNK, DEBIRS, AND TRASH FROM THE NORTH EAST YARD AREAAND ANY/ALL JUNK, TRASH, OR DEBRIS FROM ALL YARD AREASADDRESS: 1005 LANSING AVECITATION DATE: 06/27/2024INVOICE QUESTIONS? CALL THE BUILD
1-070600000	418		JEFFERSON	21431	HOME POINT FINANCIAL CORPORATION	2400032180	9/30/2024	336.04	PRIVATE PROPERTY MOWING COMPLETED ON: 7/28/24LOCATION: 418 JEFFERSON STINVOICE QUESTIONS? CALL THE DEPT OF PUBLIC WORKS AT (517) 788-4170
1-082400000	425		ST CLAIR	21760	TUNDUWANI KUDZAI	2400031739	8/2/2024	286.90	PROPERTY CLEAN-UP - ITEMS REMOVED INCLUDED:REMOVE TENT, JUNK, DEBRIS, AND GARBAGE FROM SOUTH EAST YARD AREA AND ANY AND ALL TRASH, JUNK, OR DEBRIS FROM THE ENTIRE YARD AREAS.ADDRESS: 425 ST CLAIR AVECITATION DATE: 06/04/2024INVOICE QUESTIONS? CALL THE BUIL
1-082400000	425		ST CLAIR	21760	TUNDUWANI KUDZAI	2400032132	9/26/2024	257.28	PRIVATE PROPERTY MOWING COMPLETED ON: 8/6/24LOCATION: 425 ST CLAIR AVEINVOICE QUESTIONS? CALL THE DEPT OF PUBLIC WORKS AT (517) 788-4170
2-0038.1000	316	N	BLACKSTONE	21621	FIFTH THIRD BANK	2400031719	7/30/2024	244.60	PRIVATE PROPERTY MOWING COMPLETED ON: 6/8/24LOCATION: 316 N BLACKSTONE STINVOICE QUESTIONS? CALL THE DEPT OF PUBLIC WORKS AT (517) 788-4170
2-0038.1000	316	N	BLACKSTONE	21621	FIFTH THIRD BANK	2400032030	9/9/2024	199.52	PRIVATE PROPERTY MOWING COMPLETED ON: 7/22/24LOCATION: 316 N BLACKSTONE STINVOICE QUESTIONS? CALL THE DEPT OF PUBLIC WORKS AT (517) 788-4170
2-0038.1000	316	N	BLACKSTONE	21621	FIFTH THIRD BANK	2400032297	10/15/2024	280.14	PLEASE REMOVE BLACK PLASTIC TRASH BAG AND ALL OTHER GARBAGE TYPE DEBRIS FROM EXTERIOR OF PROPERTY.ADDRESS: 316 N BLACKSTONE STCITATION DATE: 7/17/2024INVOICE QUESTIONS? CALL THE BUILDING DEPT AT (517) 788-4012

2-004800000	322		CLINTON	20827	RIVERA LE, RICHARD E	2400032116	9/26/2024	296.66	PRIVATE PROPERTY MOWING COMPLETED ON: 7/28/24LOCATION: 322 CLINTON STINVOICE QUESTIONS? CALL THE DEPT OF PUBLIC WORKS AT (517) 788-4170
2-004800000	322		CLINTON	20827	RIVERA LE, RICHARD E	2400032387	11/5/2024	251.14	PRIVATE PROPERTY MOWING COMPLETED ON: 9/9/24LOCATION: 322 CLINTON STINVOICE QUESTIONS? CALL THE DEPT OF PUBLIC WORKS AT (517) 788-4170
2-006600000	521		WILDWOOD	21729	55 BUILD LLC	2400031675	7/24/2024	278.44	BOARD UP OF OPEN AND ACCESSIBLE ENTRIES AT 521 WILDWOOD ST ON 07/23/2024.INVOICE QUESTIONS? CALL THE COMMUNITY DEVELOPMENT DEPARTMENT AT (517) 788-4060
2-006600000	521		WILDWOOD	21729	55 BUILD LLC	2400031912	8/21/2024	281.60	PRIVATE PROPERTY MOWING COMPLETED ON: 7/9/24LOCATION: 521 WILDWOOD AVEINVOICE QUESTIONS? CALL THE DEPT OF PUBLIC WORKS AT (517) 788-4170
2-006600000	521		WILDWOOD	21729	55 BUILD LLC	2400032299	10/15/2024	280.14	PLEASE REMOVE ALL SCATTERED TRASH AND DEBRIS FROM THE EAST SIDE OF THE PROPERTY WITHIN 2 WEEKS AND ANY OTHER DEBRIS FROM THE ENTIRE PROPERTY.ADDRESS: 521 WILDWOOD AVECITATION DATE: 7/17/2024INVOICE QUESTIONS? CALL THE BUILDING DEPT AT (517) 788-4012
2-020800000	206	N	GRINNELL	21902	HALL, TREVOR	2400032195	9/30/2024	178.52	PRIVATE PROPERTY MOWING COMPLETED ON 7/28/24LOCATION: 206 N GRINNELL ST INVOICE QUESTIONS? CALL THE DEPT OF PUBLIC WORKS AT (517) 788-4170
2-057600000	403		STEWARD	20664	CRENSHAW, LISA	2400032029	9/9/2024	196.90	PRIVATE PROPERTY MOWING COMPLETED ON: 7/22/24LOCATION: 403 STEWARD AVEINVOICE QUESTIONS? CALL THE DEPT OF PUBLIC WORKS AT (517) 788-4170
2-058100000	417		STEWARD	20050	MCWILLIAMS, JASON J	2400032133	9/26/2024	217.90	PRIVATE PROPERTY MOWING COMPLETED ON: 8/6/24LOCATION: 417 STEWARD AVEINVOICE QUESTIONS? CALL THE DEPT OF PUBLIC WORKS AT (517) 788-4170
2-058100000	417		STEWARD	20050	MCWILLIAMS, JASON J	2400032592	12/11/2024	172.13	PRIVATE PROPERTY MOWING COMPLETED ON: 10/8/24LOCATION: 417 STEWARD AVEINVOICE QUESTIONS? CALL THE DEPT OF PUBLIC WORKS AT (517) 788-4170
2-0602.1000	425		STEWARD	21368	SERIES #178 SERIES OF REALTOKEN LLC	2400031492	6/24/2024	201.60	PRIVATE LOT MOWING COMPLETED ON: 5/24/24LOCATION: 425 STEWARD AVEINVOICE QUESTIONS? CALL THE DEPT OF PUBLIC WORKS AT (517) 788-4170
2-0602.1000	425		STEWARD	21368	SERIES #178 SERIES OF REALTOKEN LLC	2400031821	8/13/2024	239.10	PRIVATE PROPERTY MOWING COMPLETED ON: 7/1/24LOCATION: 425 STEWARD AVEINVOICE QUESTIONS? CALL THE DEPT OF PUBLIC WORKS AT (517) 788-4170
2-0602.1000	425		STEWARD	21368	SERIES #178 SERIES OF REALTOKEN LLC	2400032135	9/26/2024	236.28	PRIVATE PROPERTY MOWING COMPLETED ON: 8/9/24LOCATION: 425 STEWARD AVEINVOICE QUESTIONS? CALL THE DEPT OF PUBLIC WORKS AT (517) 788-4170
2-0602.1000	425		STEWARD	21368	SERIES #178 SERIES OF REALTOKEN LLC	2400032593	12/11/2024	227.82	PRIVATE PROPERTY MOWING COMPLETED ON: 10/8/24LOCATION: 425 STEWARD AVEINVOICE QUESTIONS? CALL THE DEPT OF PUBLIC WORKS AT (517) 788-4170
2-072800000	329		CARR	20392	PERU ESTATE, JERRY W	2400031494	6/24/2024	201.60	PRIVATE PROPERTY MOWING COMPLETED ON: 5/24/24LOCATION: 329 CARR STINVOICE QUESTIONS? CALL THE DEPT OF PUBLIC WORKS AT (517) 788-4170
2-072800000	329		CARR	20392	PERU ESTATE, JERRY W	2400032256	10/9/2024	233.46	PRIVATE PROPERTY MOWING COMPLETED ON: 8/19/24LOCATION: 329 CARR ST INVOICE QUESTIONS? CALL THE DEPT OF PUBLIC WORKS AT (517) 788-4170
2-074300000	363		CARR	21733	LAMBERT, JALIL J	2400032257	10/9/2024	130.49	PRIVATE PROPERTY MOWING COMPLETED ON: 8/19/24LOCATION: 363 CARR STINVOICE QUESTIONS? CALL THE DEPT OF PUBLIC WORKS AT (517) 788-4170
2-076500000	415	N	WEST	21899	BAUGHAN, BRANT	2400032190	9/30/2024	294.04	PRIVATE PROPERTY MOWING COMPLETED ON: 8/12/24LOCATION: 415 N WEST AVEINVOICE QUESTIONS? CALL THE DEPT OF PUBLIC WORKS AT (517) 788-4170
2-076500000	415	N	WEST	21899	BAUGHAN, BRANT	2400032442	11/18/2024	287.02	PRIVATE PROPERTY MOWING COMPLETED ON: 9/17/24LOCATION: 415 N WEST AVEINVOICE QUESTIONS? CALL THE DEPT OF PUBLIC WORKS AT (517) 788-4170
2-077600000	315	N	GRINNELL	21821	MOLDEN, CHRISTOPHER A	2400031913	8/21/2024	260.35	PRIVATE PROPERTY MOWING COMPLETED ON: 7/9/24LOCATION: 315 N GRINNELL STINVOICE QUESTIONS? CALL THE DEPT OF PUBLIC WORKS AT (517) 788-4170
2-0896.1000	430	N	BLACKSTONE	21020	DISCOUNT PROPERTIES LLC	2400031872	8/20/2024	300.20	PRIVATE PROPERTY MOWING COMPLETED ON: 6/24/24LOCATION: 430 N BLACKSTONE STINVOICE QUESTIONS? CALL THE DEPT OF PUBLIC WORKS AT (517) 788-4170
2-0896.1000	430	N	BLACKSTONE	21020	DISCOUNT PROPERTIES LLC	2400032119	9/26/2024	217.90	PRIVATE PROPERTY MOWING COMPLETED ON: 7/28/24LOCATION: 430 N BLACKSTONE STINVOICE QUESTIONS? CALL THE DEPT OF PUBLIC WORKS AT (517) 788-4170
2-0896.1000	430	N	BLACKSTONE	21020	DISCOUNT PROPERTIES LLC	2400032319	10/23/2024	254.21	PRIVATE PROPERTY MOWING COMPLETED ON: 8/26/24LOCATION: 430 N BLACKSTONE STINVOICE QUESTIONS? CALL THE DEPT OF PUBLIC WORKS AT (517) 788-4170
2-0896.1000	430	N	BLACKSTONE	21020	DISCOUNT PROPERTIES LLC	2400032388	11/5/2024	174.26	PRIVATE PROPERTY MOWING COMPLETED ON: 9/9/24LOCATION: 430 N BLACKSTONE STINVOICE QUESTIONS? CALL THE DEPT OF PUBLIC WORKS AT (517) 788-4170

2-093100000	526		WOODRUFF	21948	BACON ANNA L ESTATE	2400032436	11/15/2024	276.76	PLEASE REMOVE FROM THE ENTIRE PROPERTY ALL GARBAGE, TRASH, JUNK AND DEBRIS INCLUDING BUT NOT LIMITED TO DISCARDED TVS, DISCARDED APPLIANCE AND ALL OTHER DEBRIS ON SOUTHAND EAST PROPERTY AREA.ADDRESS: 526 WOODRUFF PLCITATION DATE: 9/30/2024INVOICE QUESTION
2-100200000	715	W	GANSON	21392	SZEMAK KAREN	2400031790	8/12/2024	286.90	PROPERTY CLEAN-UP - ITEMS REMOVED INCLUDED:REMOVE ALL HOUSEHOLD ITEMS DISCARDED ON PORCH AREA AS STORAGE, WHICH ISPILED UP TO THE CEILING WITH NO ACCESS TO FRONT PORCH DOOR OR INTERIOR DOOR.ADDRESS: 715 W GANSON STCITATION DATE: 06/18/2024INVOICE QUESTION
2-101600000	411	W	TRAIL	21810	NESBARY, ANTHONY	2400031873	8/20/2024	260.35	PRIVATE PROPERTY MOWING COMPLETED ON: 6/24/24LOCATION: 411 W TRAIL STINVOICE QUESTIONS? CALL THE DEPT OF PUBLIC WORKS AT (517) 788-4170
2-101600000	411	W	TRAIL	21810	NESBARY, ANTHONY	2400032352	10/24/2024	254.21	PRIVATE PROPERTY MOWING COMPLETED ON: 9/2/24LOCATION: 411 W TRAIL STINVOICE QUESTIONS? CALL THE DEPT OF PUBLIC WORKS AT (517) 788-4170
2-113100000	514	W	GANSON	21879	FRESH START REALTY SVCS LLC	2400032196	10/1/2024	178.98	PRIVATE PROPERTY MOWING COMPLETED ON: 8/6/24LOCATION: 514 W GANSON STINVOICE QUESTIONS? CALL THE DEPT OF PUBLIC WORKS AT (517) 788-4170
2-123000000	520	W	NORTH	20398	CANNON, JAMES D ESTATE	2400031680	7/29/2024	303.74	PRIVATE PROPERTY MOWING COMPLETED ON: 6/8/24LOCATION: 520 W NORTH STINVOICE QUESTIONS? CALL THE DEPT OF PUBLIC WORKS AT (517) 788-4170
2-123000000	520	W	NORTH	20398	CANNON, JAMES D ESTATE	2400032025	9/9/2024	178.52	PRIVATE PROPERTY MOWING COMPLETED ON: 7/22/24LOCATION: 520 W NORTH STINVOICE QUESTIONS? CALL THE DEPT OF PUBLIC WORKS AT (517) 788-4170
2-123000000	520	W	NORTH	20398	CANNON, JAMES D ESTATE	2400032594	12/11/2024	210.10	PRIVATE PROPERTY MOWING COMPLETED ON: 10/8/24LOCATION: 520 W NORTH STINVOICE QUESTIONS? CALL THE DEPT OF PUBLIC WORKS AT (517) 788-4170
2-125100000	914		BACKUS	21660	BOND ETAL, BRANDON	2400031484	6/24/2024	263.42	PRIVATE LOT MOWING COMPLETED ON: 5/23/24LOCATION: 914 BACKUS STINVOICE QUESTIONS? CALL THE DEPT OF PUBLIC WORKS AT (517) 788-4170
2-128900000	933		LINCOLN	19786	PHILLIPS, MELISSA	2400032343	10/23/2024	280.14	PLEASE REMOVE ALL GARBAGE AND MATERIAL FROM ENTIRE PROPERTY INCLUDING LAWNMOWER, BUILDING MATERIALS, GARBAGE BAGS ON EAST SIDE OF GARAGE AND IN YARDADDRESS: 933 LINCOLN STCITATION DATE: 09/09/2024INVOICE QUESTIONS? CALL THE BUILDING DEPT AT (517) 788-4012
2-139500000	625	W	NORTH	20373	FURMAN, BERT L & BEATRICE L	2400031779	8/12/2024	199.25	PRIVATE PROPERTY MOWING COMPLETED ON: 6/17/24LOCATION: 625 W NORTH STINVOICE QUESTIONS? CALL THE DEPT OF PUBLIC WORKS AT (517) 788-4170
2-148900000	809		FOOTE	21667	LAND SOLUTIONS LLC	2400031487	6/24/2024	223.10	PRIVATE LOT MOWING COMPLETED ON: 5/23/24LOCATION: 809 FOOTE STINVOICE QUESTIONS? CALL THE DEPT OF PUBLIC WORKS AT (517) 788-4170
2-148900000	809		FOOTE	21667	LAND SOLUTIONS LLC	2400032376	10/31/2024	176.39	PRIVATE PROPERTY MOWING COMPLETED ON 7/22/24LOCATION: 809 FOOTE STORIGINAL INVOICE # 2400032026INVOICE QUESTIONS? CALL THE DEPT OF PUBLIC WORKS AT (517) 788-4170
2-148900000	809		FOOTE	21667	LAND SOLUTIONS LLC	2400032443	11/18/2024	251.14	PRIVATE PROPERTY MOWING COMPLETED ON: 9/17/24LOCATION: 809 FOOTE STINVOICE QUESTIONS? CALL THE DEPT OF PUBLIC WORKS AT (517) 788-4170
2-156900000	612		BUSH	20408	BROWN, LUCAS R	2400031780	8/12/2024	260.35	PRIVATE PROPERTY MOWING COMPLETED ON: 6/17/24LOCATION: 612 BUSH STINVOICE QUESTIONS? CALL THE DEPT OF PUBLIC WORKS AT (517) 788-4170
2-156900000	612		BUSH	20408	BROWN, LUCAS R	2400032144	9/26/2024	296.66	PRIVATE PROPERTY MOWING COMPLETED ON: 8/6/24LOCATION: 612 BUSH STINVOICE QUESTIONS? CALL THE DEPT OF PUBLIC WORKS AT (517) 788-4170
2-156900000	612		BUSH	20408	BROWN, LUCAS R	2400032578	12/10/2024	172.13	PRIVATE PROPERTY MOWING COMPLETED ON: 10/3/24LOCATION: 612 BUSH STINVOICE QUESTIONS? CALL THE DEPT OF PUBLIC WORKS AT (517) 788-4170
2-173300000	0	W	NORTH	19476	HUNTINGTON NATIONAL BANK	2400031733	7/30/2024	365.56	PRIVATE PROPERTY MOWING COMPLETED ON: 6/8/24LOCATION: VACANT LOT ON W NORTH STINVOICE QUESTIONS? CALL THE DEPT OF PUBLIC WORKS AT (517) 788-4170
2-203800000	1035		CLINTON	20840	WICHT ADAM	2400031742	8/2/2024	743.80	PROPERTY CLEAN-UP - ITEMS REMOVED INCLUDED:REMOVE ALL TRASH, GARBAGE, JUNK AND DEBRIS FROMTHE ENTIRE YARD.ADDRESS: 1035 CLINTON RDCITATION DATE: 05/02/2024INVOICE QUESTIONS? CALL THE BUILDING DEPT AT (517) 788-4012
2-203800000	1035		CLINTON	20840	WICHT ADAM	2400032174	9/27/2024	283.52	PROPERTY CLEAN-UP - ITEMS REMOVED INCLUDED:REMOVE ALL DISCARDED GARBAGE, GARBAGE BAGS, PLASTIC, METAL, BROKEN TOYS,CLOTHING, FURNITURE, WHEELCHAIR, AND ALL OTHER DEBRIS FROM PROPERTYADDRESS: 1035 CLINTON RDCITATION DATE: 08/21/2024INVOICE QUESTIONS? CALL

2-217800000	1509	N	WEST	21789	DADS & SONS LLC	2400031826	8/13/2024	220.50	PRIVATE PROPERTY MOWING COMPLETED ON: 7/1/24LOCATION: 1509 N WEST AVEINVOICE QUESTIONS? CALL THE DEPT OF PUBLIC WORKS AT (517) 788-4170
2-219200000	537		ST CLAIR	21801	COCHRANE HEATHER ET AL	2400031853	8/15/2024	286.90	PROPERTY CLEAN-UP - ITEMS REMOVED INCLUDED:REMOVE ALL TRASH, GARBAGE AND DEBRIS FROM BACK OF UNPAVED DRIVEWAY.THIS INCLUDED LARGE CARD BOARD BOXES, BROKEN FURNITURE AND LOOSE GARBAGE.ADDRESS: 537 ST CLAIR AVECITATION DATE: 06/11/2024INVOICE QUESTIONS? CAL
2-2473.0400	1425		BOARDMAN	21853	RHINO HOLDINGS JACKSON CROSSING LLC	2400032019	9/6/2024	451.52	PRIVATE PROPERTY MOWING COMPLETED ON: 7/17/24LOCATION: VACANT LOT ON BOARDMAN RDINVOICE QUESTIONS? CALL THE DEPT OF PUBLIC WORKS AT (517) 788-4170
3-004900000	408		FIRST	18053	REASONABLE HOMEBUYERS & PROP MGM	2400032031	9/9/2024	217.90	PRIVATE PROPERTY MOWING COMPLETED ON: 7/22/24LOCATION: 408 FIRST STINVOICE QUESTIONS? CALL THE DEPT OF PUBLIC WORKS AT (517) 788-4170
3-009800000	213		THIRD	21673	GENESIS REAL ESTATE GROUP LLC	2400031496	6/24/2024	182.78	PRIVATE PROPERTY MOWING COMPLETED ON: 5/28/24LOCATION: 213 THIRD STINVOICE QUESTIONS? CALL THE DEPT OF PUBLIC WORKS AT (517) 788-4170
3-011200000	400		SECOND	21189	COMMUNITY REAL ESTATE DEVELOPMENT	2400031914	8/21/2024	300.20	PRIVATE PROPERTY MOWING COMPLETED ON: 7/9/24LOCATION: 400 SECOND STINVOICE QUESTIONS? CALL THE DEPT OF PUBLIC WORKS AT (517) 788-4170
3-011200000	400		SECOND	21189	COMMUNITY REAL ESTATE DEVELOPMENT	2400032260	10/9/2024	176.39	PRIVATE PROPERTY MOWING COMPLETED ON: 8/19/24LOCATION: 400 SECOND STINVOICE QUESTIONS? CALL THE DEPT OF PUBLIC WORKS AT (517) 788-4170
3-013000000	504		SECOND	21822	PER GITT INVESTMENTS LLC	2400031915	8/21/2024	239.10	PRIVATE PROPERTY MOWING COMPLETED ON: 7/9/24LOCATION: 504 SECOND STINVOICE QUESTIONS? CALL THE DEPT OF PUBLIC WORKS AT (517) 788-4170
3-0150.A000	709		THIRD	21180	SMITH KAELOINIE K	2400032102	9/20/2024	283.52	PROPERTY CLEAN-UP - ITEMS REMOVED INCLUDED:REMOVE FROM THE ENTIRE PROPERTY ALL GARBAGE, TRASH, JUNK AMD DEBRISINCLUDING BUT NOTLIMITED TO FULL DISCARDED TRASH BAGS WITH UNKNOWN CONTENTS ON EAST SIDE DECK, FRONT PORCH WEST PROPERTY AND NEXT TO HOUSE NORTH
3-015200000	708		SECOND	20019	ECKER, PAUL W	2400031503	6/24/2024	201.60	PRIVATE PROPERTY MOWING COMPLETED ON: 5/28/24LOCATION: 708 SECOND STINVOICE QUESTIONS? CALL THE DEPT OF PUBLIC WORKS AT (517) 788-4170
3-015200000	708		SECOND	20019	ECKER, PAUL W	2400032452	11/18/2024	230.64	PRIVATE PROPERTY MOWING COMPLETED ON: 9/23/24LOCATION: 708 SECOND STINVOICE QUESTIONS? CALL THE DEPT OF PUBLIC WORKS AT (517) 788-4170
3-015300000	710		SECOND	19369	DANFA, MAMADOU	2400031504	6/24/2024	223.10	PRIVATE PROPERTY MOWING COMPLETED ON: 5/28/24LOCATION: 710 SECOND STINVOICE QUESTIONS? CALL THE DEPT OF PUBLIC WORKS AT (517) 788-4170
3-015300000	710		SECOND	19369	DANFA, MAMADOU	2400031917	8/21/2024	220.50	PRIVATE PROPERTY MOWING COMPLETED ON: 7/9/24LOCATION: 710 SECOND STINVOICE QUESTIONS? CALL THE DEPT OF PUBLIC WORKS AT (517) 788-4170
3-015300000	710		SECOND	19369	DANFA, MAMADOU	2400032453	11/18/2024	174.26	PRIVATE PROPERTY MOWING COMPLETED ON: 9/23/24LOCATION: 710 SECOND STINVOICE QUESTIONS? CALL THE DEPT OF PUBLIC WORKS AT (517) 788-4170
3-017900000	609	W	WASHINGTON	3129	DEAN, CHRISTOPHER E	2400031683	7/29/2024	263.42	PRIVATE PROPERTY MOWING COMPLETED ON: 6/8/24LOCATION: 609 W WASHINGTON AVEINVOICE QUESTIONS? CALL THE DEPT OF PUBLIC WORKS AT (517) 788-4170
3-019600000	412		THIRD	21496	ADAMS, NOELVIS	2400032261	10/9/2024	254.21	PRIVATE PROPERTY MOWING COMPLETED ON: 8/19/24LOCATION: 412 THIRD STINVOICE QUESTIONS? CALL THE DEPT OF PUBLIC WORKS AT (517) 788-4170
3-0302.1000	408		FOURTH	9362	IVEY, TROY, D	2400031499	6/24/2024	223.10	PRIVATE PROPERTY MOWING COMPLETED ON: 5/28/24LOCATION: 408 FOURTH STINVOICE QUESTIONS? CALL THE DEPT OF PUBLIC WORKS AT (517) 788-4170
3-038200000	603		SEVENTH	21517	NA CAPITAL GROUP LLC	2400032262	10/9/2024	254.21	PRIVATE PROPERTY MOWING COMPLETED ON: 8/19/24LOCATION: 603 SEVENTH STINVOICE QUESTIONS? CALL THE DEPT OF PUBLIC WORKS AT (517) 788-4170
3-038200000	603		SEVENTH	21517	NA CAPITAL GROUP LLC	2400032454	11/18/2024	251.14	PRIVATE PROPERTY MOWING COMPLETED ON: 9/23/24LOCATION: 603 SEVENTH STINVOICE QUESTIONS? CALL THE DEPT OF PUBLIC WORKS AT (517) 788-4170
3-039200000	607		SEVENTH	21518	NA CAPITAL GROUP LLC	2400032263	10/9/2024	124.50	PRIVATE PROPERTY MOWING COMPLETED ON: 8/19/24LOCATION: 607 SEVENTH STINVOICE QUESTIONS? CALL THE DEPT OF PUBLIC WORKS AT (517) 788-4170
3-042100000	605		FIFTH	21874	JB REAL ESTATE	2400032121	9/26/2024	315.04	PRIVATE PROPERTY MOWING COMPLETED ON: 7/28/24LOCATION: 605 FIFTH STINVOICE QUESTIONS? CALL THE DEPT OF PUBLIC WORKS AT (517) 788-4170
3-042900000	717		FIFTH	21628	NAGENDRAM, YUVARAJ	2400031978	9/5/2024	236.28	PRIVATE PROPERTY MOWING COMPLETED ON: 7/15/24LOCATION: 717 FIFTH STINVOICE QUESTIONS? CALL THE DEPT OF PUBLIC WORKS AT (517) 788-4170

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3-042900000	717		FIFTH	21628	NAGENDRAM, YUVARAJ	2400032264	10/9/2024	233.46	PRIVATE PROPERTY MOWING COMPLETED ON: 8/20/24LOCATION: 717 FIFTH STINVOICE QUESTIONS? CALL THE DEPT OF PUBLIC WORKS AT (517) 788-4170
3-046000000	617		SIXTH	21372	MCCLAIN, BRIAN R	2400032455	11/18/2024	174.26	PRIVATE PROPERTY MOWING COMPLETED ON: 9/23/24LOCATION: 617 SIXTH STINVOICE QUESTIONS? CALL THE DEPT OF PUBLIC WORKS AT (517) 788-4170
3-081900000	800	W	FRANKLIN	17305	FRANKLIN PARTNERS LLC	2400031497	6/24/2024	284.92	PRIVATE PROPERTY MOWING COMPLETED ON: 5/28/24LOCATION: 800 W FRANKLIN STINVOICE QUESTIONS? CALL THE DEPT OF PUBLIC WORKS AT (517) 788-4170
3-081900000	800	W	FRANKLIN	17305	FRANKLIN PARTNERS LLC	2400031920	8/21/2024	321.45	PRIVATE PROPERTY MOWING COMPLETED ON: 7/9/24LOCATION: 800 W FRANKLIN STINVOICE QUESTIONS? CALL THE DEPT OF PUBLIC WORKS AT (517) 788-4170
3-081900000	800	W	FRANKLIN	17305	FRANKLIN PARTNERS LLC	2400032254	10/9/2024	313.87	PRIVATE PROPERTY MOWING COMPLETED ON: 8/15/24LOCATION: 800 W FRANKLIN STINVOICE QUESTIONS? CALL THE DEPT OF PUBLIC WORKS AT (517) 788-4170
3-081900000	800	W	FRANKLIN	17305	FRANKLIN PARTNERS LLC	2400032579	12/10/2024	268.32	PRIVATE PROPERTY MOWING COMPLETED ON: 10/3/24LOCATION: 800 W FRANKLIN STINVOICE QUESTIONS? CALL THE DEPT OF PUBLIC WORKS AT (517) 788-4170
3-114500000	914	S	WISNER	21677	RUGGLES, JOSHUA A	2400031505	6/24/2024	344.06	PRIVATE PROPERTY MOWING COMPLETED ON: 5/28/24LOCATION: 914 S WISNER STINVOICE QUESTIONS? CALL THE DEPT OF PUBLIC WORKS AT (517) 788-4170
3-128500000	905		UNION	13435	DOUGLAS, LENA J & TINA M	2400032580	12/10/2024	248.07	PRIVATE PROPERTY MOWING COMPLETED ON: 10/3/24LOCATION: 905 UNION STINVOICE QUESTIONS? CALL THE DEPT OF PUBLIC WORKS AT (517) 788-4170
3-130100000	1022	S	WEST	21839	SMITH, DEXTER	2400031979	9/5/2024	296.66	PRIVATE PROPERTY MOWING COMPLETED ON: 7/15/24LOCATION: 1022 S WEST AVEINVOICE QUESTIONS? CALL THE DEPT OF PUBLIC WORKS AT (517) 788-4170
3-130100000	1022	S	WEST	21839	SMITH, DEXTER	2400032581	12/10/2024	248.07	PRIVATE PROPERTY MOWING COMPLETED ON: 10/3/24LOCATION: 1022 S WEST AVEINVOICE QUESTIONS? CALL THE DEPT OF PUBLIC WORKS AT (517) 788-4170
3-141700000	1029	S	WISNER	21916	LECHNYR, JERRY H	2400032267	10/9/2024	176.39	PRIVATE PROPERTY MOWING COMPLETED ON: 8/20/24LOCATION: 1029 S WISNER STINVOICE QUESTIONS? CALL THE DEPT OF PUBLIC WORKS AT (517) 788-4170
3-187500000	1204		LOESER	19575	ROGERS, BRIAN E	2400031685	7/29/2024	223.10	PRIVATE PROPERTY MOWING COMPLETED ON: 6/9/24LOCATION: 1204 LOESER AVEINVOICE QUESTIONS? CALL THE DEPT OF PUBLIC WORKS AT (517) 788-4170
3-191700000	738	W	HIGH	21737	MCCULLY, KATE S	2400031686	7/29/2024	161.28	PRIVATE PROPERTY MOWING COMPLETED ON: 6/9/24LOCATION: 738 W HIGH STINVOICE QUESTIONS? CALL THE DEPT OF PUBLIC WORKS AT (517) 788-4170
3-194400000	607	W	BIDDLE	21885	POWAGA LE, YASUMI	2400032147	9/26/2024	196.90	PRIVATE PROPERTY MOWING COMPLETED ON: 8/6/24LOCATION: 607 W BIDDLE STINVOICE QUESTIONS? CALL THE DEPT OF PUBLIC WORKS AT (517) 788-4170
3-194500000	609	W	BIDDLE	21943	RUIZ, MISAEAL T	2400032389	11/5/2024	153.76	PRIVATE PROPERTY MOWING COMPLETED ON: 9/10/24LOCATION: 609 W BIDDLE STINVOICE QUESTIONS? CALL THE DEPT OF PUBLIC WORKS AT (517) 788-4170
3-194800000	805		FOURTH	21790	CUMMINGS, STEPHEN P	2400031828	8/13/2024	180.65	PRIVATE PROPERTY MOWING COMPLETED ON: 7/1/24LOCATION: 805 FOURTH STINVOICE QUESTIONS? CALL THE DEPT OF PUBLIC WORKS AT (517) 788-4170
3-195900000	802		SECOND	21771	PAOLONE MARK & VANDYKE AMANDA	2400031798	8/12/2024	357.05	PROPERTY CLEAN-UP - ITEMS REMOVED INCLUDED:REMOVE ALL GARBAGE AND DEBRIS FROM THE ENTIRE PROPERTY, INCLUDING BUT NOTLIMITED TO BOXES, PALLETS, GARBAGE CANS LOCATED IN FRONT YARD, AND ANY OTHERDISCARDED ITEMS NOT LISTED.ADDRESS: 802 SECOND STCITATION DATE:
3-200900000	1013		SECOND	21419	SCHULZ ESTATE, TYLER	2400031782	8/12/2024	239.10	PRIVATE PROPERTY MOWING COMPLETED ON: 6/17/24LOCATION: 1013 SECOND CTINVOICE QUESTIONS? CALL THE DEPT OF PUBLIC WORKS AT (517) 788-4170
3-200900000	1013		SECOND	21419	SCHULZ ESTATE, TYLER	2400031851	8/15/2024	286.90	PROPERTY CLEAN-UP - ITEMS REMOVED INCLUDED:REMOVE FROM ENTIRE PROPERTY ALL GARBAGE, TRASH, JUNK AND DEBRIS INCLUDINGBUT NOT LIMITED TO DISCARDED DEBRIS ON OPEN FRONT PORCH, WOOD, METALAND OTHER DEBRISADDRESS: 1013 SECOND CTCITATION DATE: 06/06/2024INVOICE
3-200900000	1013		SECOND	21419	SCHULZ ESTATE, TYLER	2400032553	12/4/2024	227.82	PRIVATE PROPERTY MOWING COMPLETED ON: 10/30/24LOCATION: 1013 SECOND CTINVOICE QUESTIONS? CALL THE DEPT OF PUBLIC WORKS AT (517) 788-4170
3-202800000	918		FIRST	20918	SIMPSON ETAL, ANDRE	2400032148	9/27/2024	257.28	PRIVATE PROPERTY MOWING COMPLETED ON: 8/6/24LOCATION: 918 FIRST STINVOICE QUESTIONS? CALL THE DEPT OF PUBLIC WORKS AT (517) 788-4170
3-203500000	407	W	MORRELL	21173	KIENUTSKE ESTATE, LONNY	2400032191	9/30/2024	236.28	PRIVATE PROPERTY MOWING COMPLETED ON: 8/6/24LOCATION: 407 W MORRELL STINVOICE QUESTIONS? CALL THE DEPT OF PUBLIC WORKS AT (517) 788-4170
3-203500000	407	W	MORRELL	21173	KIENUTSKE ESTATE, LONNY	2400032456	11/18/2024	230.64	PRIVATE PROPERTY MOWING COMPLETED ON: 9/23/24LOCATION: 407 W MORRELL STINVOICE QUESTIONS? CALL THE DEPT OF PUBLIC WORKS AT (517) 788-4170

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3-205000000	813		SECOND	21825	JOHNSON, JUAN J & NATISHA L	2400031923	8/21/2024	199.25	PRIVATE PROPERTY MOWING COMPLETED ON: 7/10/24LOCATION: 813 SECOND STINVOICE QUESTIONS? CALL THE DEPT OF PUBLIC WORKS AT (517) 788-4170
3-207500000	516		MCBRIDE	21738	KELLER, DARREN & REPP, KARLIE A	2400031687	7/29/2024	182.78	PRIVATE PROPERTY MOWING COMPLETED ON: 6/8/24LOCATION: 516 MCBRIDE STINVOICE QUESTIONS? CALL THE DEPT OF PUBLIC WORKS AT (517) 788-4170
3-208900000	612		HARWOOD	18668	WISDOM, RICHARD	2400031688	7/29/2024	223.10	PRIVATE PROPERTY MOWING COMPLETED ON: 6/6/24LOCATION: 612 HARWOOD STINVOICE QUESTIONS? CALL THE DEPT OF PUBLIC WORKS AT (517) 788-4170
3-211700000	1036		FIRST	21890	CORDRAY, DEVIN	2400032149	9/27/2024	196.90	PRIVATE PROPERTY MOWING COMPLETED ON: 8/6/24LOCATION: 1036 FIRST STINVOICE QUESTIONS? CALL THE DEPT OF PUBLIC WORKS AT (517) 788-4170
3-216000000	409		GARFIELD	18933	COOLEY, TRAVIS W	2400031689	7/29/2024	263.42	PRIVATE PROPERTY MOWING COMPLETED ON: 6/8/24LOCATION: 409 GARFIELD STINVOICE QUESTIONS? CALL THE DEPT OF PUBLIC WORKS AT (517) 788-4170
3-216000000	409		GARFIELD	18933	COOLEY, TRAVIS W	2400031925	8/21/2024	300.20	PRIVATE PROPERTY MOWING COMPLETED ON: 7/10/24LOCATION: 409 GARFIELD STINVOICE QUESTIONS? CALL THE DEPT OF PUBLIC WORKS AT (517) 788-4170
3-216000000	409		GARFIELD	18933	COOLEY, TRAVIS W	2400032220	10/8/2024	254.21	PRIVATE PROPERTY MOWING COMPLETED ON: 8/12/24LOCATION: 409 GARFIELD STINVOICE QUESTIONS? CALL THE DEPT OF PUBLIC WORKS AT (517) 788-4170
3-216000000	409		GARFIELD	18933	COOLEY, TRAVIS W	2400032457	11/19/2024	251.14	PRIVATE PROPERTY MOWING COMPLETED ON: 9/23/24LOCATION: 409 GARFIELD STINVOICE QUESTIONS? CALL THE DEPT OF PUBLIC WORKS AT (517) 788-4170
3-220200000	1244		GREENWOOD	17431	HILTABIDEL, DARRIEN L	2400031512	6/24/2024	204.28	PRIVATE PROPERTY MOWING COMPLETED ON: 5/28/24LOCATION: 1244 GREENWOOD AVEINVOICE QUESTIONS? CALL THE DEPT OF PUBLIC WORKS AT (517) 788-4170
3-227400000	1233		GREENWOOD	21799	MEADOWS JESSE S & CHRISTINA L	2400031850	8/15/2024	286.90	PROPERTY CLEAN-UP - ITEMS REMOVED INCLUDED:REMOVE FROM ENTIRE PROPERTY ALL GARBAGE, TRASH, JUNK AND DEBRIS INCLUDINGBUT NOT LIMITED TO DISCARDED MATTRESS ON GROUND WEST PROPERTY AND ALLOTHER DEBRIS.ADDRESS: 1233 GREENWOOD AVECITATION DATE: 06/19/2024INVOI
3-229800000	1504		GREENWOOD	21959	FLAGSTAR BANK	2400032555	12/4/2024	210.10	PRIVATE PROPERTY MOWING COMPLETED ON: 10/30/24LOCATION: 1504 GREENWOOD AVEINVOICE QUESTIONS? CALL THE DEPT OF PUBLIC WORKS AT (517) 788-4170
3-231900000	1308		FIRST	21887	JJK REI LLC	2400032168	9/27/2024	283.52	PROPERTY CLEAN-UP - ITEMS REMOVED INCLUDED:REMOVE ALL GARBAGE AND DEBRIS FROM ENTIRE PROPERTY TO INCLUDE REFRIGERATOR SHELFING UNIT, FISH TANK AND STAND, CARDBOARD AND OTHER DEBRIS.ADDRESS: 1308 FIRST STCITATION DATE: 08/09/2024INVOICE QUESTIONS? CALL THE
3-234800000	1502		FIRST	10491	CHAUDHRI, MOHAMMAD IMRAN	2400032542	12/4/2024	189.85	PRIVATE PROPERTY MOWING COMPLETED ON: 10/17/24LOCATION: 1502 FIRST STINVOICE QUESTIONS? CALL THE DEPT OF PUBLIC WORKS AT (517) 788-4170
3-234900000	1504		FIRST	21956	GRIGGS, TRICIA	2400032543	12/4/2024	151.88	PRIVATE PROPERTY MOWING COMPLETED ON: 10/17/24LOCATION: 1504 FIRST STINVOICE QUESTIONS? CALL THE DEPT OF PUBLIC WORKS AT (517) 788-4170
3-239100000	401		GRISWOLD	20786	WASHINGTON, CHARLES A	2400031927	8/21/2024	239.10	PRIVATE PROPERTY MOWING COMPLETED ON: 7/10/24LOCATION: 401 GRISWOLD STINVOICE QUESTIONS? CALL THE DEPT OF PUBLIC WORKS AT (517) 788-4170
3-239100000	401		GRISWOLD	20786	WASHINGTON, CHARLES A	2400032151	9/27/2024	236.28	PRIVATE PROPERTY MOWING COMPLETED ON: 8/6/24LOCATION: 401 GRISWOLD STINVOICE QUESTIONS? CALL THE DEPT OF PUBLIC WORKS AT (517) 788-4170
3-239100000	401		GRISWOLD	20786	WASHINGTON, CHARLES A	2400032582	12/10/2024	227.82	PRIVATE PROPERTY MOWING COMPLETED ON: 10/3/24LOCATION: 401 GRISWOLD STINVOICE QUESTIONS? CALL THE DEPT OF PUBLIC WORKS AT (517) 788-4170
3-2441.1000	507		BLOOMFIELD	21828	EQUITY TRUST CO FBO BRIAN ROCKWELL	2400031929	8/21/2024	260.35	PRIVATE PROPERTY MOWING COMPLETED ON: 7/10/24LOCATION: 507 BLOOMFIELD BLVDINVOICE QUESTIONS? CALL THE DEPT OF PUBLIC WORKS AT (517) 788-4170
3-244800000	600	W	PROSPECT	21681	PHILLIPS, RYAN L	2400031518	6/24/2024	182.78	PRIVATE PROPERTY MOWING COMPLETED ON: 5/28/24LOCATION: 600 W PROSPECT STINVOICE QUESTIONS? CALL THE DEPT OF PUBLIC WORKS AT (517) 788-4170
3-247100000	609	W	PROSPECT	21918	GRIFFIN, JUSTINE	2400032270	10/10/2024	233.46	PRIVATE PROPERTY MOWING COMPLETED ON: 8/20/24LOCATION: 609 W PROSPECT STINVOICE QUESTIONS? CALL THE DEPT OF PUBLIC WORKS AT (517) 788-4170

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3-248100000	1901		FOURTH	21413	JOHNSON, JONNIE ET AL	2400031789	8/12/2024	286.90	PROPERTY CLEAN-UP - ITEMS REMOVED INCLUDED:REMOVE FROM ENTIRE PROPERTY ALL GARBAGE, TRASH, JUNK AND DEBRIS INCLUDINGBUT NOT LIMITED TO DISCARDED COUCHES EAST AND SOUTH PROPERTY AREAS.ADDRESS: 1901 FOURTH STCITATION DATE: 06/18/2024INVOICE QUESTIONS? CALL
3-261800000	757		DOUGLAS	21740	KOFFLIN, REILLY C	2400031691	7/29/2024	263.42	PRIVATE PROPERTY MOWING COMPLETED ON: 6/9/24LOCATION: 757 DOUGLAS STINVOICE QUESTIONS? CALL THE DEPT OF PUBLIC WORKS AT (517) 788-4170
3-281400000	800		CRESCENT	19992	PIERRE-PAUL, JEAN R	2400031516	6/24/2024	325.24	PRIVATE PROPERTY MOWING COMPLETED ON: 5/28/24LOCATION: 800 CRESCENT RDINVOICE QUESTIONS? CALL THE DEPT OF PUBLIC WORKS AT (517) 788-4170
3-290800000	803		CRESCENT	21834	FARKAS, JOSHUA & WRIGHT, KARISA C	2400031947	8/22/2024	260.35	PRIVATE PROPERTY MOWING COMPLETED ON: 5/28/24LOCATION: 803 CRESCENT RDINVOICE QUESTIONS? CALL THE DEPT OF PUBLIC WORKS AT (517) 788-4170
3-3252.C000	509		SULGRAVE	21840	HOFFMAN, TIMOTHY D	2400031980	9/5/2024	236.28	PRIVATE PROPERTY MOWING COMPLETED ON: 7/15/24LOCATION: 509 SULGRAVE AVEINVOICE QUESTIONS? CALL THE DEPT OF PUBLIC WORKS AT (517) 788-4170
4-012600000	108	W	MASON	19144	WILLIAMS ESTATE ETAL, PATRICIA G	2400031783	8/12/2024	260.35	PRIVATE PROPERTY MOWING COMPLETED ON: 6/17/24LOCATION: 108 W MASON STINVOICE QUESTIONS? CALL THE DEPT OF PUBLIC WORKS AT (517) 788-4170
4-012600000	108	W	MASON	19144	WILLIAMS ESTATE ETAL, PATRICIA G	2400032392	11/5/2024	251.14	PRIVATE PROPERTY MOWING COMPLETED ON: 9/10/24LOCATION: 108 W MASON STINVOICE QUESTIONS? CALL THE DEPT OF PUBLIC WORKS AT (517) 788-4170
4-018400000	213	S	BLACKSTONE	21759	CASEY BEATRICE	2400031737	7/31/2024	421.30	PROPERTY CLEAN-UP - ITEMS REMOVED INCLUDED:PROPERTY CLEAN-UP AT 213 S BLACKSTONECOMPLETED ON 6/25/2024INVOICE QUESTIONS? CALL THE BUILDING DEPT AT (517)788-4170
4-018400000	213	S	BLACKSTONE	14226	CASEY, BEATRICE	2400032152	9/27/2024	236.28	PRIVATE PROPERTY MOWING COMPLETED ON: 8/6/24LOCATION: 213 S BLACKSTONE STINVOICE QUESTIONS? CALL THE DEPT OF PUBLIC WORKS AT (517) 788-4170
4-018400000	213	S	BLACKSTONE	14226	CASEY, BEATRICE	2400032461	11/19/2024	230.64	PRIVATE PROPERTY MOWING COMPLETED ON: 9/17/24LOCATION: 213 S BLACKSTONE STINVOICE QUESTIONS? CALL THE DEPT OF PUBLIC WORKS AT (517) 788-4170
4-019600000	222	W	WESLEY	21957	OWENS ETAL, JONATHAN	2400032544	12/4/2024	172.13	PRIVATE PROPERTY MOWING COMPLETED ON: 10/17/24LOCATION: 222 W WESLEY STINVOICE QUESTIONS? CALL THE DEPT OF PUBLIC WORKS AT (517) 788-4170
4-019700000	224	W	WESLEY	21958	OWENS ETAL, JONATHAN	2400032545	12/4/2024	101.25	PRIVATE PROPERTY MOWING COMPLETED ON: 10/17/24LOCATION: 224 W WESLEY STINVOICE QUESTIONS? CALL THE DEPT OF PUBLIC WORKS AT (517) 788-4170
4-023900000	210	W	MASON	12269	JAMES, NANCY, L	2400031663	7/24/2024	145.14	BOARD UP OF OPEN AND ACCESSIBLE ENTRIES AT 210 W MASON ST ON 07/16/2024INVOICE QUESTIONS? CALL THE COMMUNITY DEVELOPMENT DEPARTMENT AT (517) 788-4060
4-023900000	210	W	MASON	12269	JAMES, NANCY, L	2400031741	8/2/2024	393.15	PROPERTY CLEAN-UP - ITEMS REMOVED INCLUDED:REMOVE ALL GARBAGE AND DEBRIS FROM THE PROPERTYADDRESS: 210 W MASON STCITATION DATE: 05/31/2024INVOICE QUESTIONS? CALL THE BUILDING DEPT AT (517) 788-4012
4-023900000	210	W	MASON	12269	JAMES, NANCY, L	2400032393	11/5/2024	212.70	PRIVATE PROPERTY MOWING COMPLETED ON: 9/11/24LOCATION: 210 W MASON STINVOICE QUESTIONS? CALL THE DEPT OF PUBLIC WORKS AT (517) 788-4170
4-026100000	511	S	BLACKSTONE	21065	PROFESSIONAL HOUSING & LAND LLC	2400031692	7/29/2024	241.92	PRIVATE PROPERTY MOWING COMPLETED ON: 6/9/24LOCATION: 511 S BLACKSTONE STINVOICE QUESTIONS? CALL THE DEPT OF PUBLIC WORKS AT (517) 788-4170
4-026100000	511	S	BLACKSTONE	21065	PROFESSIONAL HOUSING & LAND LLC	2400032153	9/27/2024	236.28	PRIVATE PROPERTY MOWING COMPLETED ON: 8/6/24LOCATION: 511 S BLACKSTONE STINVOICE QUESTIONS? CALL THE DEPT OF PUBLIC WORKS AT (517) 788-4170
4-036600000	335	W	WASHINGTON	21526	CHRISTLIEB, KATHRYN B	2400031981	9/5/2024	296.66	PRIVATE PROPERTY MOWING COMPLETED ON: 7/15/24LOCATION: 335 W WASHINGTON AVEINVOICE QUESTIONS? CALL THE DEPT OF PUBLIC WORKS AT (517) 788-4170
4-043000000	230	W	WILKINS	21963	ZEIDAN, MOUSTAFA & DUTSON, JOLENE	2400032585	12/10/2024	126.57	PRIVATE PROPERTY MOWING COMPLETED ON: 10/3/24LOCATION: 230 W WILKINS STINVOICE QUESTIONS? CALL THE DEPT OF PUBLIC WORKS AT (517) 788-4170
4-046500000	231	W	WILKINS	21230	K & M HOLDINGS AND REAL ESTATE LLC	2400032586	12/10/2024	227.82	PRIVATE PROPERTY MOWING COMPLETED ON: 10/3/24LOCATION: 231 W WILKINS STINVOICE QUESTIONS? CALL THE DEPT OF PUBLIC WORKS AT (517) 788-4170
4-046800000	234	W	BIDDLE	21560	RODRIGUEZ ETAL, LISA	2400032154	9/27/2024	236.28	PRIVATE PROPERTY MOWING COMPLETED ON: 8/6/24LOCATION: 234 W BIDDLE STINVOICE QUESTIONS? CALL THE DEPT OF PUBLIC WORKS AT (517) 788-4170

4-046800000	234	W	BIDDLE	21560	RODRIGUEZ ETAL, LISA	2400032345	10/23/2024	280.14	PLEASE REMOVE FROM THE ENTIRE PROPERTY ALL GARBAGE, TRASH, JUNK AND DEBRIS INCLUDING BUT NOT LIMITED TO ALL DEBRIS ON GROUND INCLUDING DISCARDED PAPERS, AUTO PARTS, FULL TRASH BAGS WITH UNKNOWN CONTENT, CARDBOARD BOXES, PLASTIC. ALL LOCATED-ON GROUND EAST
4-048900000	229	W	BIDDLE	20787	WATKINS, CHARLENE	2400031694	7/29/2024	241.92	PRIVATE PROPERTY MOWING COMPLETED ON: 6/9/24LOCATION: 229 W BIDDLE STINVOICE QUESTIONS? CALL THE DEPT OF PUBLIC WORKS AT (517) 788-4170
4-048900000	229	W	BIDDLE	20787	WATKINS, CHARLENE	2400032395	11/5/2024	230.64	PRIVATE PROPERTY MOWING COMPLETED ON: 9/11/24LOCATION: 229 W BIDDLE STINVOICE QUESTIONS? CALL THE DEPT OF PUBLIC WORKS AT (517) 788-4170
4-054800000	314	W	BIDDLE	19109	JONES, SKYLA	2400031695	7/30/2024	263.42	PRIVATE PROPERTY MOWING COMPLETED ON: 6/9/24LOCATION: 314 W BIDDLE STINVOICE QUESTIONS? CALL THE DEPT OF PUBLIC WORKS AT (517) 788-4170
4-054800000	314	W	BIDDLE	19109	JONES, SKYLA	2400032222	10/8/2024	254.21	PRIVATE PROPERTY MOWING COMPLETED ON: 8/12/24LOCATION: 314 W BIDDLE STINVOICE QUESTIONS? CALL THE DEPT OF PUBLIC WORKS AT (517) 788-4170
4-057000000	324	W	MORRELL	16631	GRIFFIN ESTATE OF, JESSE III	2400031547	7/2/2024	325.24	PRIVATE PROPERTY MOWING COMPLETED ON: 5/30/24LOCATION: 324 W MORRELL STINVOICE QUESTIONS? CALL THE DEPT OF PUBLIC WORKS AT (517) 788-4170
4-057000000	324	W	MORRELL	16631	GRIFFIN ESTATE OF, JESSE III	2400031829	8/13/2024	281.60	PRIVATE PROPERTY MOWING COMPLETED ON: 7/1/24LOCATION: 324 W MORRELL STINVOICE QUESTIONS? CALL THE DEPT OF PUBLIC WORKS AT (517) 788-4170
4-057000000	324	W	MORRELL	16631	GRIFFIN ESTATE OF, JESSE III	2400032155	9/27/2024	278.28	PRIVATE PROPERTY MOWING COMPLETED ON: 8/6/24LOCATION: 324 W MORRELL STINVOICE QUESTIONS? CALL THE DEPT OF PUBLIC WORKS AT (517) 788-4170
4-058300000	331	W	BIDDLE	20747	MELTON SR, JACOB & KIRSTEN	2400032062	9/9/2024	196.90	PRIVATE PROPERTY MOWING COMPLETED ON: 7/23/24LOCATION: 331 W BIDDLE STINVOICE QUESTIONS? CALL THE DEPT OF PUBLIC WORKS AT (517) 788-4170
4-0649.1000	929	S	JACKSON	21762	DAVIES TOMMY	2400031745	8/2/2024	2,199.40	PROPERTY CLEAN-UP - ITEMS REMOVED INCLUDED:REMOVE RAW GARBAGE FROM SHED, ALL GARBAGE AND DEBRIS FROM ENTIRE PROPERTYINCLUDING BUILDING MATERIALS, BROKEN TOTES, BROKEN LAWN FURNITURE, BROKENLAWN MOWERS, BUCKET, ECT.ADDRESS: 929 S JACKSON STCITATION DATE: 0
4-067100000	1039	S	JACKSON	19560	BURLEY, TIMIKA R	2400031734	7/30/2024	201.60	PRIVATE PROPERTY MOWING COMPLETED ON: 6/9/24LOCATION: 1039 S JACKSON STINVOICE QUESTIONS? CALL THE DEPT OF PUBLIC WORKS AT (517) 788-4170
4-0694.0100	934		WILLIAMS	21938	THORNTON, JOSHUA	2400032354	10/24/2024	313.87	PRIVATE PROPERTY MOWING COMPLETED ON: 9/2/24LOCATION: 934 WILLIAMS STINVOICE QUESTIONS? CALL THE DEPT OF PUBLIC WORKS AT (517) 788-4170
4-070000000	910		WILLIAMS	21927	HAMILTON, RODNEY	2400032321	10/23/2024	254.21	PRIVATE PROPERTY MOWING COMPLETED ON: 8/27/24LOCATION: 910 WILLIAMS STINVOICE QUESTIONS? CALL THE DEPT OF PUBLIC WORKS AT (517) 788-4170
4-070400000	139	W	MORRELL	20618	ALLEN, JEFFREY M	2400031930	8/21/2024	361.30	PRIVATE PROPERTY MOWING COMPLETED ON: 7/10/24LOCATION: 139 W MORRELL STINVOICE QUESTIONS? CALL THE DEPT OF PUBLIC WORKS AT (517) 788-4170
4-070400000	139	W	MORRELL	20618	ALLEN, JEFFREY M	2400032396	11/5/2024	425.38	PRIVATE PROPERTY MOWING COMPLETED ON: 9/11/24LOCATION: 139 W MORRELL STINVOICE QUESTIONS? CALL THE DEPT OF PUBLIC WORKS AT (517) 788-4170
4-079700000	932		CHITTOCK	21798	FAJARDO ETAL, EDUARDO R	2400031849	8/15/2024	286.90	PROPERTY CLEAN-UP - ITEMS REMOVED INCLUDED:REMOVE FROM THE ENTIRE PROPERTY ALL GARBAGE, TRASH, JUNK, AND DEBRISINCLUDING BUT NOT LIMITED TO OVERFLOWING TRASH CONTAINERS WEST PROPERTYAND COUCH ON FRONT PORCH EAST PROPERTY. REMOVE ALL DEBRIS FROM PROPERTY.A
4-079700000	932		CHITTOCK	21798	FAJARDO ETAL, EDUARDO R	2400031882	8/20/2024	201.90	PRIVATE PROPERTY MOWING COMPLETED ON: 6/24/24LOCATION: 932 CHITTOCK AVEINVOICE QUESTIONS? CALL THE DEPT OF PUBLIC WORKS AT (517) 788-4170
4-079700000	932		CHITTOCK	21798	FAJARDO ETAL, EDUARDO R	2400032044	9/9/2024	238.90	PRIVATE PROPERTY MOWING COMPLETED ON: 7/23/24LOCATION: 932 CHITTOCK AVEINVOICE QUESTIONS? CALL THE DEPT OF PUBLIC WORKS AT (517) 788-4170
4-079700000	932		CHITTOCK	21798	FAJARDO ETAL, EDUARDO R	2400032322	10/23/2024	197.14	PRIVATE PROPERTY MOWING COMPLETED ON: 8/27/24LOCATION: 932 CHITTOCK AVEINVOICE QUESTIONS? CALL THE DEPT OF PUBLIC WORKS AT (517) 788-4170
4-079700000	932		CHITTOCK	21798	FAJARDO ETAL, EDUARDO R	2400032556	12/4/2024	192.38	PRIVATE PROPERTY MOWING COMPLETED ON: 10/30/24LOCATION: 932 CHITTOCK AVEINVOICE QUESTIONS? CALL THE DEPT OF PUBLIC WORKS AT (517) 788-4170
4-082800000	1200		CHITTOCK	21867	CHARLES & SOPHIA YOUNG ESTATE	2400032082	9/19/2024	141.76	BOARD UP OF OPEN AND ACCESSIBLE ENTRIES AT 1200 CHITTOCK AVE ON 9/16/2024. INVOICE QUESTIONS? CALL THE COMMUNITY DEVELOPMENT DEPARTMENT AT (517) 788-4060

ATTACHMENT A

4-082800000	1200		CHITTOCK	21867	CHARLES & SOPHIA YOUNG ESTATE	2400032169	9/27/2024	2,305.84	PROPERTY CLEAN-UP - ITEMS REMOVED INCLUDED: REMOVE ALL PILES GARBAGE AND DEBRIS FROM REAR YARD AND ENTIRE PROPERTY AREA. PILE DEBRIS ALONG NORTH FENCE AND TRASH AND DEBRIS LITTERED THROUGHOUT FULL YARD AREAS OF PROPERTY. ADDRESS: 1200 CHITTOCK AVE CITATION DA
4-082800000	1200		CHITTOCK	21910	YOUNG ESTATE, CHARLES W & SOPHIA	2400032224	10/8/2024	215.30	PRIVATE PROPERTY MOWING COMPLETED ON: 8/12/24 LOCATION: 1200 CHITTOCK AVE INVOICE QUESTIONS? CALL THE DEPT OF PUBLIC WORKS AT (517) 788-4170
4-085200000	943		MAPLE	13491	SHANES, SUSAN	2400032192	9/30/2024	317.66	PRIVATE PROPERTY MOWING COMPLETED ON: 8/6/24 LOCATION: 943 MAPLE AVE INVOICE QUESTIONS? CALL THE DEPT OF PUBLIC WORKS AT (517) 788-4170
4-087700000	943		WILLIAMS	20988	JOHNSON, TONY	2400031531	6/27/2024	145.14	BOARD UP OF OPEN AND ACCESSIBLE ENTRIES AT 943 WILLIAMS ST ON 06/08/2024. INVOICE QUESTIONS? CALL THE COMMUNITY DEVELOPMENT DEPARTMENT AT (517) 788-4060
4-087700000	943		WILLIAMS	20988	JOHNSON, TONY	2400032122	9/26/2024	236.28	PRIVATE PROPERTY MOWING COMPLETED ON: 7/28/24 LOCATION: 943 WILLIAMS ST INVOICE QUESTIONS? CALL THE DEPT OF PUBLIC WORKS AT (517) 788-4170
4-096000000	1205		WILLIAMS	21774	KJS HAULING COMPANY	2400031786	8/12/2024	199.25	PRIVATE PROPERTY MOWING COMPLETED ON: 6/18/24 LOCATION: 1205 WILLIAMS RD INVOICE QUESTIONS? CALL THE DEPT OF PUBLIC WORKS AT (517) 788-4170
4-096000000	1205		WILLIAMS	21774	KJS HAULING COMPANY	2400032356	10/24/2024	233.46	PRIVATE PROPERTY MOWING COMPLETED ON: 9/2/24 LOCATION: 1205 WILLIAMS ST INVOICE QUESTIONS? CALL THE DEPT OF PUBLIC WORKS AT (517) 788-4170
4-096400000	1215		WILLIAMS	21278	KJS HAULING COMPANY	2400031795	8/12/2024	199.25	PRIVATE PROPERTY MOWING COMPLETED ON: 6/18/24 LOCATION: 1215 WILLIAMS ST INVOICE QUESTIONS? CALL THE DEPT OF PUBLIC WORKS AT (517) 788-4170
4-096400000	1215		WILLIAMS	21278	KJS HAULING COMPANY	2400032357	10/24/2024	142.66	PRIVATE PROPERTY MOWING COMPLETED ON: 9/2/24 LOCATION: 1215 WILLIAMS ST INVOICE QUESTIONS? CALL THE DEPT OF PUBLIC WORKS AT (517) 788-4170
4-097400000	1232		MAPLE	21965	NA CAPITAL GROUP LLC	2400032595	12/11/2024	172.13	PRIVATE PROPERTY MOWING COMPLETED ON: 10/8/24 LOCATION: 1232 MAPLE AVE INVOICE QUESTIONS? CALL THE DEPT OF PUBLIC WORKS AT (517) 788-4170
4-106100000	1236		LINWOOD	19024	MROZ ESTATE OF, CHERYL	2400031543	7/2/2024	263.42	PRIVATE PROPERTY MOWING COMPLETED ON: 5/28/24 LOCATION: 1236 LINWOOD AVE INVOICE QUESTIONS? CALL THE DEPT OF PUBLIC WORKS AT (517) 788-4170
4-106100000	1236		LINWOOD	19024	MROZ ESTATE OF, CHERYL	2400032458	11/19/2024	251.14	PRIVATE PROPERTY MOWING COMPLETED ON: 9/23/24 LOCATION: 1236 LINWOOD AVE INVOICE QUESTIONS? CALL THE DEPT OF PUBLIC WORKS AT (517) 788-4170
4-106200000	0		LINWOOD	21860	DISCOUNT PROPERTIES LLC	2400032036	9/9/2024	204.76	PRIVATE PROPERTY MOWING COMPLETED ON: 7/23/24 LOCATION: VACANT LOT ON LINWOOD AVE INVOICE QUESTIONS? CALL THE DEPT OF PUBLIC WORKS AT (517) 788-4170
4-106300000	0	W	HIGH	21859	DISCOUNT PROPERTIES LLC	2400032035	9/9/2024	236.28	PRIVATE PROPERTY MOWING COMPLETED ON: 7/23/24 LOCATION: VACANT LOT ON W HIGH ST INVOICE QUESTIONS? CALL THE DEPT OF PUBLIC WORKS AT (517) 788-4170
4-107700000	1205		LINWOOD	21365	ALLEN, TAREKIA	2400031645	7/12/2024	18,625.00	DEMOLITION FEES FOR A HOUSE PER BUILDING BOARD ORDER DANGEROUS STRUCTURES FEES SECTIONS 17-26 AND 17-27 ADDRESS: 1205 LINWOOD AVE DEMOLITION DATE: 6/14/2024 INVOICE QUESTIONS? CALL THE COMMUNITY DEVELOPMENT DEPARTMENT AT (517) 788-4060
4-107700000	1205		LINWOOD	21365	ALLEN, TAREKIA	2400031700	7/30/2024	263.42	PRIVATE PROPERTY MOWING COMPLETED ON: 6/9/24 LOCATION: 1205 LINWOOD AVE INVOICE QUESTIONS? CALL THE DEPT OF PUBLIC WORKS AT (517) 788-4170
4-107700000	1205		LINWOOD	21365	ALLEN, TAREKIA	2400032445	11/18/2024	251.14	PRIVATE PROPERTY MOWING COMPLETED ON: 9/18/24 LOCATION: 1205 LINWOOD AVE INVOICE QUESTIONS? CALL THE DEPT OF PUBLIC WORKS AT (517) 788-4170
4-114400000	1248	S	JACKSON	10843	SINGH, RAMANDEEP	2400031797	8/12/2024	180.65	PRIVATE PROPERTY MOWING COMPLETED ON: 6/18/24 LOCATION: 1248 S JACKSON ST INVOICE QUESTIONS? CALL THE DEPT OF PUBLIC WORKS AT (517) 788-4170
4-114400000	1248	S	JACKSON	10843	SINGH, RAMANDEEP	2400031982	9/5/2024	217.90	PRIVATE PROPERTY MOWING COMPLETED ON: 7/15/24 LOCATION: 1248 S JACKSON ST INVOICE QUESTIONS? CALL THE DEPT OF PUBLIC WORKS AT (517) 788-4170
4-114400000	1248	S	JACKSON	10843	SINGH, RAMANDEEP	2400032273	10/10/2024	254.21	PRIVATE PROPERTY MOWING COMPLETED ON: 8/20/24 LOCATION: 1248 S JACKSON ST INVOICE QUESTIONS? CALL THE DEPT OF PUBLIC WORKS AT (517) 788-4170
4-114400000	1248	S	JACKSON	10843	SINGH, RAMANDEEP	2400032557	12/4/2024	172.13	PRIVATE PROPERTY MOWING COMPLETED ON: 10/30/24 LOCATION: 1248 S JACKSON ST INVOICE QUESTIONS? CALL THE DEPT OF PUBLIC WORKS AT (517) 788-4170

4-115200000	1212		SHELDON	21026	ROY ETAL, JASON M	2400032042	9/9/2024	217.90	PRIVATE PROPERTY MOWING COMPLETED ON: 7/23/24LOCATION: 1212 SHELDON STINVOICE QUESTIONS? CALL THE DEPT OF PUBLIC WORKS AT (517) 788-4170
4-120500000	325		UNION	21827	BLASCHKO DENNY & BLASCHKO LEROY	2400031959	8/29/2024	286.90	REMOVE FROM THE ENTIRE PROPERTY ALL GARBAGE, TRASH, JUNK AND DEBRISINCLUDING BUT NOT LIMITED TO DISCARDED HOUSEHOLD ITEMS, FULL TRASH BAGS ON THE GROUND, PAPERS, LITTER, METAL, PLASTIC, DEBRIS IN PARKWAY AND WEST AND SOUTH PROPERTY AREAS.ADDRESS: 325 UNIO
4-120600000	1007		WOODBIDGE	21394	SEXTON DOUGLAS WAYNE T	2400031855	8/15/2024	286.90	PROPERTY CLEAN-UP - ITEMS REMOVED INCLUDED:PROPERTY CLEAN UP DUE TO UPHELD CONDEMNATION AT THE PROPERTY.ADDRESS: 1007 WOODBRIDGE STINVOICE QUESTIONS? CALL THE BUILDING DEPT AT (517) 788-4012
4-1208.1000	313		UNION	21945	WILLIAMS, JOHN	2400032400	11/5/2024	230.64	PRIVATE PROPERTY MOWING COMPLETED ON: 9/11/24LOCATION: 313 UNION STINVOICE QUESTIONS? CALL THE DEPT OF PUBLIC WORKS AT (517) 788-4170
4-121500000	1004		GREENWOOD	8923	SHALER FAMILY REV LIVING TRUST	2400032010	9/6/2024	317.66	PRIVATE PROPERTY MOWING COMPLETED ON: 7/15/24LOCATION: 1004 GREENWOOD AVEINVOICE QUESTIONS? CALL THE DEPT OF PUBLIC WORKS AT (517) 788-4170
4-121500000	1004		GREENWOOD	8923	SHALER FAMILY REV LIVING TRUST	2400032430	11/15/2024	276.76	PLEASE REMOVE ALL GARBAGE AND DEBRIS FROM ENTIRE PROPERTY INCLUDING SHEDADDRESS: 1004 GREENWOOD AVECITATION DATE: 9/30/2024INVOICE QUESTIONS? CALL THE BUILDING DEPT AT (517) 788-4012
4-137200000	213	W	HIGH	20733	MILLER, BRANDY D	2400032588	12/10/2024	172.13	PRIVATE PROPERTY MOWING COMPLETED ON: 10/3/24LOCATION: 213 W HIGH STINVOICE QUESTIONS? CALL THE DEPT OF PUBLIC WORKS AT (517) 788-4170
4-148200000	1502	S	JACKSON	21747	FELDER, TONY M LE	2400031702	7/30/2024	204.28	PRIVATE PROPERTY MOWING COMPLETED ON: 6/9/24LOCATION: 1502 S JACKSON STINVOICE QUESTIONS? CALL THE DEPT OF PUBLIC WORKS AT (517) 788-4170
4-1484.1000	1510	S	JACKSON	20991	KINYELE, NICKSON M	2400031703	7/30/2024	303.74	PRIVATE PROPERTY MOWING COMPLETED ON: 6/9/24LOCATION: 1510 S JACKSON STINVOICE QUESTIONS? CALL THE DEPT OF PUBLIC WORKS AT (517) 788-4170
4-1484.1000	1510	S	JACKSON	20991	KINYELE, NICKSON M	2400032157	9/27/2024	257.28	PRIVATE PROPERTY MOWING COMPLETED ON: 8/6/24LOCATION: 1510 S JACKSON STINVOICE QUESTIONS? CALL THE DEPT OF PUBLIC WORKS AT (517) 788-4170
4-1484.1000	1510	S	JACKSON	20991	KINYELE, NICKSON M	2400032163	9/27/2024	315.04	PROPERTY CLEAN-UP - ITEMS REMOVED INCLUDED:REMOVE FROM THE ENTIRE PROPERTY ALL GARBAGE, TRASH, JUNK AND DEBRISINCLUDING BUT NOT LIMITED TO DISCARDED METAL, PLASTIC, CONSTRUCTION DEBRISAND ALL OTHER DEBRIS WEST PROPERTY AREA ON GROUND NEAR BUILDING.ADDRESS
4-148500000	0		GRISWOLD	21748	KINYELE, NICKSON M	2400031704	7/30/2024	169.32	PRIVATE PROPERTY MOWING COMPLETED ON: 6/9/24LOCATION: VACANT LOT ON GRISWOLD STINVOICE QUESTIONS? CALL THE DEPT OF PUBLIC WORKS AT (517) 788-4170
4-148500000	0		GRISWOLD	21748	KINYELE, NICKSON M	2400032158	9/27/2024	165.38	PRIVATE PROPERTY MOWING COMPLETED ON: 8/6/24LOCATION: VACANT LOT ON GRISWOLD STINVOICE QUESTIONS? CALL THE DEPT OF PUBLIC WORKS AT (517) 788-4170
4-149500000	246		GRISWOLD	21928	BOYER, TYLER	2400032323	10/23/2024	215.30	PRIVATE PROPERTY MOWING COMPLETED ON: 8/27/24LOCATION: 246 GRISWOLD STINVOICE QUESTIONS? CALL THE DEPT OF PUBLIC WORKS AT (517) 788-4170
4-153700000	169		RANDOLPH	21892	EXPOSITO, TIMOTHY	2400032175	9/27/2024	157.52	PRIVATE PROPERTY MOWING COMPLETED ON: 8/6/24LOCATION: 169 RANDOLPH STINVOICE QUESTIONS? CALL THE DEPT OF PUBLIC WORKS AT (517) 788-4170
4-161500000	2013	S	JACKSON	21960	JOHNSON, SEMONE E	2400032558	12/4/2024	151.88	PRIVATE PROPERTY MOWING COMPLETED ON: 10/30/24LOCATION: 2013 S JACKSON STINVOICE QUESTIONS? CALL THE DEPT OF PUBLIC WORKS AT (517) 788-4170
4-163300000	181	W	PROSPECT	21027	CLAY, REGINALD & VERONICA	2400032176	9/27/2024	296.66	PRIVATE PROPERTY MOWING COMPLETED ON: 8/6/24LOCATION: 181 W PROSPECT STINVOICE QUESTIONS? CALL THE DEPT OF PUBLIC WORKS AT (517) 788-4170
4-163300000	181	W	PROSPECT	21027	CLAY, REGINALD & VERONICA	2400032324	10/23/2024	176.39	PRIVATE PROPERTY MOWING COMPLETED ON: 8/27/24LOCATION: 181 W PROSPECT STINVOICE QUESTIONS? CALL THE DEPT OF PUBLIC WORKS AT (517) 788-4170
4-163300000	181	W	PROSPECT	21027	CLAY, REGINALD & VERONICA	2400032559	12/4/2024	172.13	PRIVATE PROPERTY MOWING COMPLETED ON: 10/30/24LOCATION: 181 W PROSPECT STINVOICE QUESTIONS? CALL THE DEPT OF PUBLIC WORKS AT (517) 788-4170
4-1666.1A00	135	W	MANSION	21929	COPELAND, CATHERINE	2400032325	10/23/2024	176.39	PRIVATE PROPERTY MOWING COMPLETED ON: 8/27/24LOCATION: 135 W MANSION STINVOICE QUESTIONS? CALL THE DEPT OF PUBLIC WORKS AT (517) 788-4170

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4-176400000	1701		FIRST	21894	BERRYS GOOD CONSTRUCTION LLC	2400032178	9/30/2024	196.90	PRIVATE PROPERTY MOWING COMPLETED ON: 8/6/24LOCATION: 1701 FIRST STINVOICE QUESTIONS? CALL THE DEPT OF PUBLIC WORKS AT (517) 788-4170
4-180000000	2008		WOODSUM	19708	CANNON ESTATE, JAMES D	2400031705	7/30/2024	325.24	PRIVATE PROPERTY MOWING COMPLETED ON: 6/9/24LOCATION: 2008 WOODSUM STINVOICE QUESTIONS? CALL THE DEPT OF PUBLIC WORKS AT (517) 788-4170
4-183800000	253		GRISWOLD	21687	HUNTER, MADDECEYN	2400031542	7/2/2024	263.42	PRIVATE PROPERTY MOWING COMPLETED ON: 5/28/24LOCATION: 253 GRISWOLD STINVOICE QUESTIONS? CALL THE DEPT OF PUBLIC WORKS AT (517) 788-4170
4-1841.1000	263		GRISWOLD	21749	GHANNAM-BURNS, JOSEPH	2400031706	7/30/2024	325.24	PRIVATE PROPERTY MOWING COMPLETED ON: 6/9/24LOCATION: 263 GRISWOLD STINVOICE QUESTIONS? CALL THE DEPT OF PUBLIC WORKS AT (517) 788-4170
4-1841.1000	263		GRISWOLD	21749	GHANNAM-BURNS, JOSEPH	2400032326	10/23/2024	197.14	PRIVATE PROPERTY MOWING COMPLETED ON: 8/28/24LOCATION: 263 GRISWOLD STINVOICE QUESTIONS? CALL THE DEPT OF PUBLIC WORKS AT (517) 788-4170
5-011300000	218	E	FRANKLIN	7139	COMMUNITY AME CHURCH	2400032358	10/24/2024	274.96	PRIVATE PROPERTY MOWING COMPLETED ON: 9/3/24LOCATION: 218 E FRANKLIN STINVOICE QUESTIONS? CALL THE DEPT OF PUBLIC WORKS AT (517) 788-4170
5-022100000	108	E	BIDDLE	20131	SAFIYE, KAYA	2400031743	8/2/2024	286.90	PROPERTY CLEAN-UP - ITEMS REMOVED INCLUDED:REMOVE FROM THE ENTIRE PROPERTY ALL GARBAGE, TRASH, JUNK AND DEBRISINCLUDING BUT NOT LIMITED TO DISCARDED MATTRESS/BOX SPRING EAST PROPERTY AREA.ADDRESS: 108 E BIDDLE STCITATION DATE: 05/29/2024INVOICE QUESTIONS?
5-023000000	710	S	MARTIN LUTHER KING JR	19836	MOHAMED, ELHAM SADEQ SAEED	2400032277	10/10/2024	233.46	PRIVATE PROPERTY MOWING COMPLETED ON: 8/21/24LOCATION: 710 S MARTIN LUTHER KING JR DRINVOICE QUESTIONS? CALL THE DEPT OF PUBLIC WORKS AT (517) 788-4170
5-023200000	720	S	MARTIN LUTHER KING JR	20240	MOHAMED, ELHAM SADEQ SAEED	2400032462	11/19/2024	251.14	PRIVATE PROPERTY MOWING COMPLETED ON: 9/18/24LOCATION: 720 S MARTIN LUTHER KING JR DRINVOICE QUESTIONS? CALL THE DEPT OF PUBLIC WORKS AT (517) 788-4170
5-023300000	116	E	BIDDLE	19458	MOOREHEAD, DEBRONJIA D	2400032446	11/18/2024	230.64	PRIVATE PROPERTY MOWING COMPLETED ON: 9/18/24LOCATION: 116 E BIDDLE STINVOICE QUESTIONS? CALL THE DEPT OF PUBLIC WORKS AT (517) 788-4170
5-0287.3000	509	S	COOPER	21895	CONSUMERS ENERGY CO	2400032181	9/30/2024	357.04	PRIVATE PROPERTY MOWING COMPLETED ON: 8/6/24LOCATION: 509 S COOPER STINVOICE QUESTIONS? CALL THE DEPT OF PUBLIC WORKS AT (517) 788-4170
5-050200000	921		EVERHARD	21815	HORTON, DARRYL	2400031895	8/21/2024	260.35	PRIVATE PROPERTY MOWING COMPLETED ON: 6/24/24LOCATION: 921 EVERHARD STINVOICE QUESTIONS? CALL THE DEPT OF PUBLIC WORKS AT (517) 788-4170
5-052800000	911	S	MARTIN LUTHER KING JR	21007	PLP PROMISE LAND PROPERTIES LLC	2400031935	8/21/2024	260.35	PRIVATE PROPERTY MOWING COMPLETED ON: 7/10/24LOCATION: 911 S MARTIN LUTHER KING JR DRINVOICE QUESTIONS? CALL THE DEPT OF PUBLIC WORKS AT (517) 788-4170
5-055400000	908		ORCHARD	17706	GOODMAN, DERRICK	2400031709	7/30/2024	241.92	PRIVATE PROPERTY MOWING COMPLETED ON: 6/10/24LOCATION: 908 ORCHARD PLINVOICE QUESTIONS? CALL THE DEPT OF PUBLIC WORKS AT (517) 788-4170
5-063000000	916	S	MARTIN LUTHER KING JR	21832	STEFAN-MARIAN, NICOLESCU	2400031936	8/21/2024	260.35	PRIVATE PROPERTY MOWING COMPLETED ON: 7/10/24LOCATION: 916 S MARTIN LUTHER KING JR DRINVOICE QUESTIONS? CALL THE DEPT OF PUBLIC WORKS AT (517) 788-4170
5-063000000	916	S	MARTIN LUTHER KING JR	21832	STEFAN-MARIAN, NICOLESCU	2400032227	10/9/2024	254.21	PRIVATE PROPERTY MOWING COMPLETED ON: 8/12/24LOCATION: 916 S MARTIN LUTHER KING JR DRINVOICE QUESTIONS? CALL THE DEPT OF PUBLIC WORKS AT (517) 788-4170
5-063300000	922	S	MARTIN LUTHER KING JR	21912	VAUGHN ETAL, JAYCE A	2400032228	10/9/2024	176.39	PRIVATE PROPERTY MOWING COMPLETED ON: 8/12/24LOCATION: 922 S MARTIN LUTHER KING JR DRINVOICE QUESTIONS? CALL THE DEPT OF PUBLIC WORKS AT (517) 788-4170
5-063700000	930	S	MARTIN LUTHER KING JR	7787	CANNON ESTATE, JAMES, D	2400031711	7/30/2024	182.78	PRIVATE PROPERTY MOWING COMPLETED ON: 6/10/24LOCATION: 930 S MARTIN LUTHER KING JR DRINVOICE QUESTIONS? CALL THE DEPT OF PUBLIC WORKS AT (517) 788-4170
5-064400000	927		CHITTOCK	138	BUSFIELD, JOHN	2400032170	9/27/2024	283.52	PROPERTY CLEAN-UP - ITEMS REMOVED INCLUDED:REMOVE ALL GARBAGE AND DEBRIS FROM THE ENTIRE PROPERTY TO INCLUDEALL HOUSEHOLD ITEMS OF FRONT WEST PORCH, CHAIRS, FURNITURE, ETC.ADDRESS: 927 CHITTOCK AVECITATION DATE: 08/06/2024INVOICE QUESTIONS? CALL THE BUILD

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5-070800000	1203		CHITTOCK	21276	ALLEN, JEFFERY M	2400032229	10/9/2024	254.21	PRIVATE PROPERTY MOWING COMPLETED ON: 8/12/24LOCATION: 1203 CHITTOCK AVEINVOICE QUESTIONS? CALL THE DEPT OF PUBLIC WORKS AT (517) 788-4170
5-098100000	1026		CARL BREEDING	21888	K & R REAL INVESTMENTS INC	2400032171	9/27/2024	283.52	PROPERTY CLEAN-UP - ITEMS REMOVED INCLUDED:REMOVE FROM THE ENTIRE PROPERTY ALL GARBAGE, TRASH, JUNK AND DEBRISINCLUDING BUT NOT LIMITED TO DISCARDED CONSTRUCTION DEBRIS, PLASTIC, WOOD,BUCKETS AND ALL OTHER DERIS WEST PROPERTY AREA NEAR HOUSE AND IN OPEN D
5-098100000	1026		CARL BREEDING	21888	K & R REAL INVESTMENTS INC	2400032230	10/9/2024	254.21	PRIVATE PROPERTY MOWING COMPLETED ON: 8/12/24LOCATION: 1026 S MILWAUKEE STINVOICE QUESTIONS? CALL THE DEPT OF PUBLIC WORKS AT (517) 788-4170
5-102200000	114		WREN	20966	VANNESS, ASHLEE	2400031960	8/29/2024	286.90	REMOVE FROM THE ENTIRE PROPERTY ALL GARBAGE, TRASH, JUNK AND DEBRISINCLUDING BUT NOT LIMITED TO DISCARDED APPLIANCES, FURNITURE, CABINETS, HOUSEHOLD TRASH, FULL TRASH BAGS ON THE GROUND WITH UNKNOWN CONTENT,PAPERS, LITTER, CARDBOARD AND ALL OTHER DEBRIS E
5-103100000	111		WREN	21949	WHITE DWAYNE	2400032437	11/15/2024	276.76	PLEASE REMOVE FROM THE ENTIRE PROPERTY ALL GARBAGE, TRASH, JUNK AND DEBRIS INCLUDING BUT NOT LIMITED TO DISCARDED DEBRIS IN OPEN UTILITY TRAILER LOCATED SOUTH PROPERTY INCLUDING DISCARDED HOUSEHOLD ITEMS, FULL TRASH BAGS WITH UNKNOWN CONTENT, PLASTIC, PAP
5-109900000	0		STANLEY	21275	BLAKEMAN DENIS & AUTUMN	2400032346	10/23/2024	280.14	PLEASE REWOVE FROM THE ENTIRE PROPERTY ALL TRASH, GARBAGE, JUNK AND DEBRIS INCLUDING BUT NOT LIMITED TO DISCARDED TRASH BAGS FULL OF UNKNOWN CONTENT, PAPERS, LITTER, BUCKETS, HOUSEHOLD DEBRIS ON THE GROUND IN DRIVEWAY WEST PROPERTY AREA.ADDRESS: VACANT LO
5-128200000	105	E	HIGH	20510	GLOBAL REAL INVESTMENTS LLC	2400031836	8/14/2024	239.10	PRIVATE PROPERTY MOWING COMPLETED ON: 7/2/24LOCATION: 105 E HIGH STINVOICE QUESTIONS? CALL THE DEPT OF PUBLIC WORKS AT (517) 788-4170
5-128800000	1301	S	MARTIN LUTHER KING JR	20866	KELLY KRISTEN	2400031848	8/15/2024	199.25	PRIVATE PROPERTY MOWING COMPLETED ON: 7/2/24LOCATION: 1301 S MARTIN LUTHER KING JR DRINVOICE QUESTIONS? CALL THE DEPT OF PUBLIC WORKS AT (517) 788-4170
5-132500000	0		DAMON	21862	MALLET, KURT	2400032049	9/9/2024	236.28	PRIVATE PROPERTY MOWING COMPLETED ON: 7/23/24LOCATION: VACANT LOT ON DAMON STINVOICE QUESTIONS? CALL THE DEPT OF PUBLIC WORKS AT (517) 788-4170
5-135200000	0		DAMON	21752	HUGHES, DARLENE	2400031713	7/30/2024	263.42	PRIVATE PROPERTY MOWING COMPLETED ON: 6/9/24LOCATION: VACANT LOT ON DAMON STINVOICE QUESTIONS? CALL THE DEPT OF PUBLIC WORKS AT (517) 788-4170
5-135600000	123		DAMON	21263	HUGHES ESTATE OF, DARLENE	2400031714	7/30/2024	209.64	PRIVATE PROPERTY MOWING COMPLETED ON: 6/9/24LOCATION: 123 DAMON STINVOICE QUESTIONS? CALL THE DEPT OF PUBLIC WORKS AT (517) 788-4170
5-141000000	109		WALL	21921	MILLER, TAYLOR	2400032279	10/10/2024	176.39	PRIVATE PROPERTY MOWING COMPLETED ON: 8/21/24LOCATION: 109 WALL STINVOICE QUESTIONS? CALL THE DEPT OF PUBLIC WORKS AT (517) 788-4170
5-141000000	109		WALL	21921	MILLER, TAYLOR	2400032366	10/31/2024	2,088.72	PROPERTY CLEAN-UP AT 109 WALL STCOMPLETED ON 9/18/2024INVOICE QUESTIONS? CALL THE BUILDING DEPT AT (517)788-4170
5-141300000	121		WALL	21961	JONES, TITUS & CARTER, EBONY R	2400032560	12/4/2024	172.13	PRIVATE PROPERTY MOWING COMPLETED ON: 10/30/24LOCATION: 121 WALL STINVOICE QUESTIONS? CALL THE DEPT OF PUBLIC WORKS AT (517) 788-4170
5-154800000	115	W	MANSION	21841	ROSS, JERRY L	2400031984	9/5/2024	217.90	PRIVATE PROPERTY MOWING COMPLETED ON: 7/15/24LOCATION: 115 W MANSION STINVOICE QUESTIONS? CALL THE DEPT OF PUBLIC WORKS AT (517) 788-4170
5-163600000	1606		CARL BREEDING	18339	STOVER, SHANE	2400032547	12/4/2024	189.85	PRIVATE PROPERTY MOWING COMPLETED ON: 10/17/24LOCATION: 1606 CARL BREEDING WAYINVOICE QUESTIONS? CALL THE DEPT OF PUBLIC WORKS AT (517) 788-4170
5-165500000	112	E	EUCLID	10470	PASCHALL ETAL, CATHERINE	2400031554	7/2/2024	263.42	PRIVATE PROPERTY MOWING COMPLETED ON: 5/30/24LOCATION: 112 E EUCLID STINVOICE QUESTIONS? CALL THE DEPT OF PUBLIC WORKS AT (517) 788-4170
5-171100000	149	E	MANSION	20900	LUPERCIO-SOTO, JOSEPH D	2400031897	8/21/2024	300.20	PRIVATE PROPERTY MOWING COMPLETED ON: 6/25/24LOCATION: 149 E MANSION STINVOICE QUESTIONS? CALL THE DEPT OF PUBLIC WORKS AT (517) 788-4170
5-171100000	149	E	MANSION	20900	LUPERCIO-SOTO, JOSEPH D	2400032327	10/23/2024	254.21	PRIVATE PROPERTY MOWING COMPLETED ON: 2/28/24LOCATION: 149 E MANSION STINVOICE QUESTIONS? CALL THE DEPT OF PUBLIC WORKS AT (517) 788-4170
5-177200000	202	E	EUCLID	18912	SAYRE, RENEE L	2400032328	10/23/2024	215.30	PRIVATE PROPERTY MOWING COMPLETED ON: 8/28/24LOCATION: 202 E EUCLID AVEINVOICE QUESTIONS? CALL THE DEPT OF PUBLIC WORKS AT (517) 788-4170

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5-177200000	202	E	EUCLID	18912	SAYRE, RENEE L	2400032548	12/4/2024	172.13	PRIVATE PROPERTY MOWING COMPLETED ON: 10/17/24LOCATION: 202 E EUCLID AVEINVOICE QUESTIONS? CALL THE DEPT OF PUBLIC WORKS AT (517) 788-4170
5-183400000	317	E	EUCLID	21754	BALDOCK, AMY E	2400031716	7/30/2024	204.28	PRIVATE PROPERTY MOWING COMPLETED ON: 6/9/24LOCATION: 317 E EUCLID AVEINVOICE QUESTIONS? CALL THE DEPT OF PUBLIC WORKS AT (517) 788-4170
5-183400000	317	E	EUCLID	21754	BALDOCK, AMY E	2400032051	9/9/2024	278.28	PRIVATE PROPERTY MOWING COMPLETED ON: 7/23/24LOCATION: 317 E EUCLID AVEINVOICE QUESTIONS? CALL THE DEPT OF PUBLIC WORKS AT (517) 788-4170
5-186800000	2003	S	MARTIN LUTHER KING JR	21889	SHOQUIST BRYAN	2400032172	9/27/2024	493.52	PROPERTY CLEAN-UP - ITEMS REMOVED INCLUDED:REMOVE ALL GARBAGE AND DEBRIS FROM ENTIRE YARD TO INCLUDE ALL LOOSEPLASTIC, PAPER AND CARDBOARDADDRESS: 2003 S MARTIN LUTHER KING JR DRCITATION DATE: 08/12/2024INVOICE QUESTIONS? CALL THE BUILDING DEPT AT (517) 7
5-187000000	2007	S	MARTIN LUTHER KING JR	21761	YOUR DREAM HOME LLC	2400031740	8/2/2024	393.15	PROPERTY CLEAN-UP - ITEMS REMOVED INCLUDED:REMOVE ALL GARBAGE AND DEBRIS FROM THE ENTIRE PROPERTY TO INCLUDE, PALLETS,GAS TANKS, LOOSE WOOD, TUBS, COOLERS, OIL CONTAINERS, ECT.ADDRESS: 2007 S MARTIN LUTHER KING JR DRCITATION DATE: 05/23/2024INVOICE QUESTI
5-190100000	226	E	PROSPECT	21265	ABOALI, FATEHIA	2400031837	8/14/2024	260.35	PRIVATE PROPERTY MOWING COMPLETED ON: 7/2/24LOCATION: 226 E PROSPECT STINVOICE QUESTIONS? CALL THE DEPT OF PUBLIC WORKS AT (517) 788-4170
5-190100000	226	E	PROSPECT	21265	ABOALI, FATEHIA	2400032231	10/9/2024	215.30	PRIVATE PROPERTY MOWING COMPLETED ON: 8/13/24LOCATION: 226 E PROSPECT STINVOICE QUESTIONS? CALL THE DEPT OF PUBLIC WORKS AT (517) 788-4170
5-190100000	226	E	PROSPECT	21265	ABOALI, FATEHIA	2400032549	12/4/2024	248.07	PRIVATE PROPERTY MOWING COMPLETED ON: 10/17/24LOCATION: 226 E PROSPECT STINVOICE QUESTIONS? CALL THE DEPT OF PUBLIC WORKS AT (517) 788-4170
5-200300000	0	E	ADDISON	21494	FLETCHER, SAMUEL L	2400032359	10/24/2024	254.21	PRIVATE PROPERTY MOWING COMPLETED ON: 9/3/24LOCATION: VACANT LOT ON E ADDISON STINVOICE QUESTIONS? CALL THE DEPT OF PUBLIC WORKS AT (517) 788-4170
5-2159.1000	450	E	PROSPECT	21316	BASHIR ALEXANDER	2400031847	8/15/2024	417.05	PRIVATE PROPERTY MOWING COMPLETED ON: 7/2/24LOCATION: 450 E PROSPECT STINVOICE QUESTIONS? CALL THE DEPT OF PUBLIC WORKS AT (517) 788-4170
6-012800000	619	E	WASHINGTON	21820	619 WASHINGTON LLC	2400031910	8/21/2024	257.70	PRIVATE PROPERTY MOWING COMPLETED ON: 6/26/24LOCATION: 619 E WASHINGTON AVEINVOICE QUESTIONS? CALL THE DEPT OF PUBLIC WORKS AT (517) 788-4170
6-012800000	619	E	WASHINGTON	21820	619 WASHINGTON LLC	2400032233	10/9/2024	368.32	PRIVATE PROPERTY MOWING COMPLETED ON: 8/13/24LOCATION: 619 E WASHINGTON AVEINVOICE QUESTIONS? CALL THE DEPT OF PUBLIC WORKS AT (517) 788-4170
6-016100000	614		HUPP	21913	614 HUPP AVENUE LLC	2400032236	10/9/2024	329.41	PRIVATE PROPERTY MOWING COMPLETED ON: 8/13/24LOCATION: 614 HUPP AVEINVOICE QUESTIONS? CALL THE DEPT OF PUBLIC WORKS AT (517) 788-4170
6-042700000	0		SUMMIT	10184	SUMMIT INVESTMENT COMPANY LLC	2400031558	7/2/2024	344.06	PRIVATE PROPERTY MOWING COMPLETED ON: 5/31/24LOCATION: VACANT LOT ON SUMMIT AVEINVOICE QUESTIONS? CALL THE DEPT OF PUBLIC WORKS AT (517) 788-4170
6-0439.A000	1416		CHAPIN	5497	FADDEN, DENNIS	2400031744	8/2/2024	286.90	PROPERTY CLEAN-UP - ITEMS REMOVED INCLUDED:REMOVE FROM THE ENTIRE PROPERTY ALL GARBAGE, TRASH, JUNK AND DEBRISINCLUDING BUT NOT LIMITED TO DISCARDED MATTRESS AND BOX SPRING WESTPROPERTY AREA.ADDRESS: 1416 CHAPIN STCITATION DATE: 05/30/2024INVOICE QUESTION
6-046300000	1412		DEYO	21331	HARRIS RODERICK W	2400031938	8/22/2024	239.10	PRIVATE PROPERTY MOWING COMPLETED ON: 7/11/24LOCATION: 1412 DEYO STINVOICE QUESTIONS? CALL THE DEPT OF PUBLIC WORKS AT (517) 788-4170
6-047000000	1418		DEYO	21776	LEWIN, EDWARD	2400031802	8/12/2024	199.25	PRIVATE PROPERTY MOWING COMPLETED ON: 6/17/24LOCATION: 1418 DEYO STINVOICE QUESTIONS? CALL THE DEPT OF PUBLIC WORKS AT (517) 788-4170
6-047100000	1420		DEYO	21777	LEWIN, EDWARD	2400031803	8/12/2024	185.95	PRIVATE PROPERTY MOWING COMPLETED ON: 6/17/24LOCATION: 1420 DEYO STINVOICE QUESTIONS? CALL THE DEPT OF PUBLIC WORKS AT (517) 788-4170
6-051100000	1509		DEYO	18779	FOWLER ETAL, CHANELL	2400031788	8/12/2024	286.90	PROPERTY CLEAN-UP - ITEMS REMOVED INCLUDED:REMOVE ALL TRASH, JUNK, DEBRIS, AND RUBBISH FROM ENTIRE PROPERTY.ADDRESS: 1509 DEYO STCITATION DATE: 07/03/2024INVOICE QUESTIONS? CALL THE BUILDING DEPT AT (517) 788-4012

6-051100000	1509		DEYO	18779	FOWLER ETAL, CHANELL	2400031899	8/21/2024	260.35	PRIVATE PROPERTY MOWING COMPLETED ON: 6/25/24LOCATION: 1509 DEYO STINVOICE QUESTIONS? CALL THE DEPT OF PUBLIC WORKS AT (517) 788-4170
6-051100000	1509		DEYO	18779	FOWLER ETAL, CHANELL	2400032237	10/9/2024	254.21	PRIVATE PROPERTY MOWING COMPLETED ON: 8/13/24LOCATION: 1509 DEYO STINVOICE QUESTIONS? CALL THE DEPT OF PUBLIC WORKS AT (517) 788-4170
6-051900000	400	S	ELM	21817	EDGING ETAL, DAKOTA	2400031900	8/21/2024	220.50	PRIVATE PROPERTY MOWING COMPLETED ON: 6/25/24LOCATION: 400 S ELM AVEINVOICE QUESTIONS? CALL THE DEPT OF PUBLIC WORKS AT (517) 788-4170
6-052100000	410	S	ELM	21818	HOAGE, ESPORANZA	2400031901	8/21/2024	199.25	PRIVATE PROPERTY MOWING COMPLETED ON: 6/25/24LOCATION: 410 S ELM AVEINVOICE QUESTIONS? CALL THE DEPT OF PUBLIC WORKS AT (517) 788-4170
6-053700000	310		SUMMIT	21184	DISCOUNT PROPERTIES LLC	2400031804	8/12/2024	260.35	PRIVATE PROPERTY MOWING COMPLETED ON: 6/17/24LOCATION: 310 SUMMIT AVEINVOICE QUESTIONS? CALL THE DEPT OF PUBLIC WORKS AT (517) 788-4170
6-0548.1000	1319	E	MICHIGAN	21465	DESI ROOTS INC	2400031796	8/12/2024	286.90	PROPERTY CLEAN-UP - ITEMS REMOVED INCLUDED:REMOVE FROM THE ENTIRE PROPERTY ALL GARBAGE, TRASH, JUNK AND DEBRISINCLUDING BUT NOT LIMITED TO DISCARDED TRASH BAGS WITH UNKNOWN CONTENT,PAPER, LITTER, HOUSEHOLD DEBRIS AND ALL TRASH DEBRIS ON GROUND PARKING LOT
6-0548.1000	1319	E	MICHIGAN	21465	DESI ROOTS INC	2400032438	11/15/2024	276.76	PLEASE REMOVE ALL TRASH JUNK GARBAGE DEBRIS AND RUBBISH FROM THE ENTIRE PROPERTY TO INCLUDE THE REAR/BACK OF THIS LOCATIONADDRESS: 1319 E MICHIGAN AVECITATION DATE: 10/10/2024INVOICE QUESTIONS? CALL THE BUILDING DEPT AT (517) 788- 4012
6-055300000	115		SUMMIT	2745	MARR, ALBERT & GERALDINE	2400032550	12/4/2024	151.88	PRIVATE PROPERTY MOWING COMPLETED ON: 10/17/24LOCATION: 115 SUMMIT AVEINVOICE QUESTIONS? CALL THE DEPT OF PUBLIC WORKS AT (517) 788-4170
6-0597.1000	1506		PRINGLE	21778	HOVEL FLIPPER LLC	2400031805	8/12/2024	337.35	PRIVATE PROPERTY MOWING COMPLETED ON: 6/17/24LOCATION: 1506 PRINGLE AVEINVOICE QUESTIONS? CALL THE DEPT OF PUBLIC WORKS AT (517) 788-4170
6-064100000	1209		PRINGLE	21341	REYNOLDS, JAMIE L	2400031806	8/12/2024	260.35	PRIVATE PROPERTY MOWING COMPLETED ON: 6/17/24LOCATION: 1209 PRINGLE AVEINVOICE QUESTIONS? CALL THE DEPT OF PUBLIC WORKS AT (517) 788-4170
6-065500000	1509		TEN EYCK	21819	SAULS ETAL, JONATHAN J	2400031903	8/21/2024	180.65	PRIVATE PROPERTY MOWING COMPLETED ON: 6/25/24LOCATION: 1509 TENEYCK STINVOICE QUESTIONS? CALL THE DEPT OF PUBLIC WORKS AT (517) 788-4170
6-0801.1000	2108		TYSON	21695	GONZALEZ, MIREYA ARLETY LEYVA	2400031561	7/2/2024	201.60	PRIVATE PROPERTY MOWING COMPLETED ON: 5/31/24LOCATION: 2108 TYSON STINVOICE QUESTIONS? CALL THE DEPT OF PUBLIC WORKS AT (517) 788-4170
6-090900000	2008		CHAPIN	21886	MARTIN DANYELL	2400032167	9/27/2024	283.52	PROPERTY CLEAN-UP - ITEMS REMOVED INCLUDED:REMOVE ALL GARBAGE, TRASH AND JUNK FROM THE ENTIRE PROPERTY.ADDRESS: 2008 CHAPIN STCITATION DATE: 08/21/2024INVOICE QUESTIONS? CALL THE BUILDING DEPT AT (517) 788-4012
6-090900000	2008		CHAPIN	21886	MARTIN DANYELL	2400032434	11/15/2024	276.76	PLEASE REMOVE ALL TRASH, JUNK, GARBAGE, DEBRIS, AND RUBBISH FROM THE ENTIRE PROPERTY, TO INCLUDE TIRES, GARBAGE, BASKETBALL STANDADDRESS: 2008 CHAPIN STCITATION DATE: 10/04/2024INVOICE QUESTIONS? CALL THE BUILDING DEPT AT (517) 788- 4012
6-099800000	1700		CHAPIN	21069	FHG LLC	2400032281	10/10/2024	293.12	PRIVATE PROPERTY MOWING COMPLETED ON: 8/21/24LOCATION: 1700 CHAPIN STINVOICE QUESTIONS? CALL THE DEPT OF PUBLIC WORKS AT (517) 788-4170
6-103900000	1901		CHAPIN	21150	WILSON MICHAEL	2400032301	10/15/2024	114.14	PLEASE REMOVE FROM THE ENTIRE PROPERTY ALL GARBAGE, TRASH, JUNK AND DEBRIS INCLUDING BUT NOT LIMITED TO DISCARDED HOUSEHOLD ITEMS, TRASH, PAPERS, DEBRIS, BUILDING MATERIAL, FULL TRASH BAGS ON THE GROUND WEST AND NORTH PROPERTY AREAS.ADDRESS: 1901 CHAPIN S
6-109800000	1900		PLYMOUTH	21796	HARDING, TIMOTHY & CINDY	2400031839	8/14/2024	180.65	PRIVATE PROPERTY MOWING COMPLETED ON: 7/2/24LOCATION: 1900 PLYMOUTH STINVOICE QUESTIONS? CALL THE DEPT OF PUBLIC WORKS AT (517) 788-4170
6-124800000	1608		PRINGLE	21721	PETERSON ANGELA ET AL	2400031639	7/12/2024	25,250.00	DEMOLITION FEES FOR A HOUSE PER BUILDING BOARD ORDER DANGEROUS STRUTURES FEES SECTIONS 17-26 AND 17-27ADDRESS: 1608 PRINGLE AVE DEMOLITION DATE: 2/1/2024INVOICE QUESTIONS? CALL THE COMMUNITY DEVELOPMENT DEPARTMENT AT (517) 788-4060
6-128600000	708	S	GORHAM	21779	GRAVES, KELLI	2400031807	8/12/2024	260.35	PRIVATE PROPERTY MOWING COMPLETED ON: 6/17/24LOCATION: 708 S GORHAM ST INVOICE QUESTIONS? CALL THE DEPT OF PUBLIC WORKS AT (517) 788-4170

6-132200000	781		TOMLINSON	21939	BABCHOOK, JOHN J	2400032362	10/24/2024	254.21	PRIVATE PROPERTY MOWING COMPLETED ON: 9/4/24LOCATION: 781 TOMLINSON STINVOICE QUESTIONS? CALL THE DEPT OF PUBLIC WORKS AT (517) 788-4170
6-136100000	757	S	PLEASANT	21884	MORLAN CHARLES & CAITLYN	2400032165	9/27/2024	333.92	PROPERTY CLEAN-UP - ITEMS REMOVED INCLUDED:REMOVE FROM ENTIRE PROPERTY ALL GARBAGE, TRASH, JUNK AND DEBRIS INCLUDINGBUT NOT LIMITED TO DISCARDED CARDBOARD, PLASTIC,METAL, BUCKETS, TIRES,HOUSEHOLD DEBRIS AND OVERFLOWING TRASHRECEPTACLES LOCATED EAST PROPER
6-146100000	0		TOMLINSON	2288	BABCHOOK, JOHN J	2400032431	11/15/2024	356.72	PLEASE REMOVE ALL GARBAGE AND DEBRIS FROM ENTIRE PROPERTY INCLUDING LIMBS, BRUSH, TIRES ETCADDRESS: TOMLINSON STCITATION DATE: 10/01/2024INVOICE QUESTIONS? CALL THE BUILDING DEPT AT (517) 788-4012
6-157500000	701	E	WASHINGTON	21232	WOLV TECH & CERTAINTEED	2400032239	10/9/2024	254.21	PRIVATE PROPERTY MOWING COMPLETED ON: 8/13/24LOCATION: 701 E WASHINGTON AVEINVOICE QUESTIONS? CALL THE DEPT OF PUBLIC WORKS AT (517) 788-4170
6-162200000	0		MITCHELL	21694	JOYSTICK MEDIA LLC	2400031557	7/2/2024	290.28	PRIVATE PROPERTY MOWING COMPLETED ON: 5/31/24LOCATION: VACANT LOT ON MITCHELL STINVOICE QUESTIONS? CALL THE DEPT OF PUBLIC WORKS AT (517) 788-4170
6-162300000	1409		MITCHELL	21693	JOYSTICK MEDIA LLC	2400031556	7/2/2024	344.06	PRIVATE PROPERTY MOWING COMPLETED ON: 5/31/24LOCATION: 1409 MITCHELL STINVOICE QUESTIONS? CALL THE DEPT OF PUBLIC WORKS AT (517) 788-4170
7-005700000	215		DETROIT	2082	STOREY'S SPORTSLAND INC	2400031720	7/30/2024	223.10	PRIVATE PROPERTY MOWING COMPLETED ON: 6/10/24LOCATION: 215 DETROIT STINVOICE QUESTIONS? CALL THE DEPT OF PUBLIC WORKS AT (517) 788-4170
7-005800000	209		DETROIT	19060	THEODORE FAMILY TRUST	2400031721	7/30/2024	201.60	PRIVATE PROPERTY MOWING COMPLETED ON: 6/10/24LOCATION: 209 DETROIT STINVOICE QUESTIONS? CALL THE DEPT OF PUBLIC WORKS AT (517) 788-4170
7-005900000	207		DETROIT	20267	THEODORE FAMILY TRUST	2400031722	7/30/2024	147.82	PRIVATE PROPERTY MOWING COMPLETED ON: 6/10/24LOCATION: 207 DETROIT STINVOICE QUESTIONS? CALL THE DEPT OF PUBLIC WORKS AT (517) 788-4170
7-010500000	600	N	MARTIN LUTHER KING JR	21967	BLASCHKO ETAL, DENNY	2400032598	12/11/2024	172.13	PRIVATE PROPERTY MOWING COMPLETED ON: 10/8/24LOCATION: 600 N MARTIN LUTHER KING JR DRINVOICE QUESTIONS? CALL THE DEPT OF PUBLIC WORKS AT (517) 788-4170
7-012100000	704	N	MARTIN LUTHER KING JR	21398	LEIB, KYLE	2400032447	11/18/2024	192.20	PRIVATE PROPERTY MOWING COMPLETED ON: 9/18/24LOCATION: 704 N MARTIN LUTHER KING JR DRINVOICE QUESTIONS? CALL THE DEPT OF PUBLIC WORKS AT (517) 788-4170
7-027700000	408		HOMEWILD	21709	KAHZA EXPERIENCE	2400031582	7/3/2024	241.92	PRIVATE PROPERTY MOWING COMPLETED ON: 6/5/24LOCATION: 408 HOMEWILD AVEINVOICE QUESTIONS? CALL THE DEPT OF PUBLIC WORKS AT (517) 788-4170
7-031200000	350		COOPER	14969	TANSKY, ROBERT E & BEVERLY L	2400031609	7/3/2024	209.64	PRIVATE PROPERTY MOWING COMPLETED ON: 6/5/24LOCATION: 350 COOPER STINVOICE QUESTIONS? CALL THE DEPT OF PUBLIC WORKS AT (517) 788-4170
7-031200000	350		COOPER	14969	TANSKY, ROBERT E & BEVERLY L	2400032015	9/6/2024	217.90	PRIVATE PROPERTY MOWING COMPLETED ON: 7/16/24LOCATION: 350 COOPER STINVOICE QUESTIONS? CALL THE DEPT OF PUBLIC WORKS AT (517) 788-4170
7-031200000	350		COOPER	14969	TANSKY, ROBERT E & BEVERLY L	2400032241	10/9/2024	176.39	PRIVATE PROPERTY MOWING COMPLETED ON: 8/13/24LOCATION: 350 COOPER STINVOICE QUESTIONS? CALL THE DEPT OF PUBLIC WORKS AT (517) 788-4170
7-031200000	350		COOPER	14969	TANSKY, ROBERT E & BEVERLY L	2400032401	11/5/2024	174.26	PRIVATE PROPERTY MOWING COMPLETED ON: 9/12/24LOCATION: 350 COOPER STINVOICE QUESTIONS? CALL THE DEPT OF PUBLIC WORKS AT (517) 788-4170
7-031300000	410		DETROIT	638	TANSKY, ROBERT E & BEVERLY L	2400031608	7/3/2024	188.14	PRIVATE PROPERTY MOWING COMPLETED ON: 6/5/24LOCATION: 410 DETROIT STINVOICE QUESTIONS? CALL THE DEPT OF PUBLIC WORKS AT (517) 788-4170
7-031300000	410		DETROIT	638	TANSKY, ROBERT E & BEVERLY L	2400032014	9/6/2024	144.38	PRIVATE PROPERTY MOWING COMPLETED ON: 7/16/24LOCATION: 410 DETROIT STINVOICE QUESTIONS? CALL THE DEPT OF PUBLIC WORKS AT (517) 788-4170
7-031300000	410		DETROIT	638	TANSKY, ROBERT E & BEVERLY L	2400032243	10/9/2024	103.75	PRIVATE PROPERTY MOWING COMPLETED ON: 8/13/24LOCATION: 410 DETROIT STINVOICE QUESTIONS? CALL THE DEPT OF PUBLIC WORKS AT (517) 788-4170
7-031300000	410		DETROIT	638	TANSKY, ROBERT E & BEVERLY L	2400032347	10/23/2024	280.14	PLEASE REMOVE ALL GARBAGE TRASH JUNK DEBRIS AND RUBBISH FROM ENTIRE PROPERTYADDRESS: 410 DETRIOT STCITATION DATE: 09/19/2024INVOICE QUESTIONS? CALL THE BUILDING DEPT AT (517) 788-4012
7-031300000	410		DETROIT	638	TANSKY, ROBERT E & BEVERLY L	2400032402	11/5/2024	102.50	PRIVATE PROPERTY MOWING COMPLETED ON: 9/12/24LOCATION: 410 DETROIT STINVOICE QUESTIONS? CALL THE DEPT OF PUBLIC WORKS AT (517) 788-4170
7-0314.A000	356		COOPER	14290	ECONOMIC RESEARCH CORP	2400031605	7/3/2024	188.14	PRIVATE PROPERTY MOWING COMPLETED ON: 6/5/24LOCATION: 356 COOPER STINVOICE QUESTIONS? CALL THE DEPT OF PUBLIC WORKS AT (517) 788-4170

7-0314.A000	356		COOPER	14290	ECONOMIC RESEARCH CORP	2400032012	9/6/2024	144.38	PRIVATE PROPERTY MOWING COMPLETED ON: 7/16/24LOCATION: 356 COOPER STINVOICE QUESTIONS? CALL THE DEPT OF PUBLIC WORKS AT (517) 788-4170
7-0314.A000	356		COOPER	14290	ECONOMIC RESEARCH CORP	2400032406	11/5/2024	102.50	PRIVATE PROPERTY MOWING COMPLETED ON: 9/12/24LOCATION: 356 COOPER STINVOICE QUESTIONS? CALL THE DEPT OF PUBLIC WORKS AT (517) 788-4170
7-031400000	358		COOPER	21008	ECONOMIC RESEARCH CORP	2400031604	7/3/2024	241.92	PRIVATE PROPERTY MOWING COMPLETED ON: 6/5/24LOCATION: 358 COOPER STINVOICE QUESTIONS? CALL THE DEPT OF PUBLIC WORKS AT (517) 788-4170
7-031400000	358		COOPER	21008	ECONOMIC RESEARCH CORP	2400032013	9/6/2024	144.38	PRIVATE PROPERTY MOWING COMPLETED ON: 7/16/24LOCATION: 358 COOPER STINVOICE QUESTIONS? CALL THE DEPT OF PUBLIC WORKS AT (517) 788-4170
7-031400000	358		COOPER	21008	ECONOMIC RESEARCH CORP	2400032403	11/5/2024	102.50	PRIVATE PROPERTY MOWING COMPLETED ON: 9/12/24LOCATION: 358 COOPER STINVOICE QUESTIONS? CALL THE DEPT OF PUBLIC WORKS AT (517) 788-4170
7-032100000	403		HOMEWILD	21951	K LEIGHTON HOLDINGS LLC	2400032459	11/19/2024	230.64	PRIVATE PROPERTY MOWING COMPLETED ON: 9/23/24LOCATION: 403 HOMEWILD AVEINVOICE QUESTIONS? CALL THE DEPT OF PUBLIC WORKS AT (517) 788-4170
7-032500000	404		DETROIT	12997	TANSKY, ROBERT & BEVERLY	2400031607	7/3/2024	241.92	PRIVATE PROPERTY MOWING COMPLETED ON: 6/5/24LOCATION: 404 DETROIT STINVOICE QUESTIONS? CALL THE DEPT OF PUBLIC WORKS AT (517) 788-4170
7-032500000	404		DETROIT	12997	TANSKY, ROBERT & BEVERLY	2400032011	9/6/2024	144.38	PRIVATE PROPERTY MOWING COMPLETED ON: 7/16/24LOCATION: 404 DETROIT STINVOICE QUESTIONS? CALL THE DEPT OF PUBLIC WORKS AT (517) 788-4170
7-032500000	404		DETROIT	21348	TANSKY, ROBERT E. & BEVERLY L.	2400032097	9/20/2024	283.52	PROPERTY CLEAN-UP - ITEMS REMOVED INCLUDED:REMOVE ALL GARBAGE, TRASH, JUNK, DEBRIS AND RUBBISHFROM THE ENTIRE PROPERTYADDRESS: 212 N PARK AVECITATION DATE: 08/14/2024INVOICE QUESTIONS? CALL THE BUILDING DEPT AT (517) 788-4012
7-032500000	404		DETROIT	12997	TANSKY, ROBERT & BEVERLY	2400032348	10/23/2024	280.14	PLEASE REMOVE ALL GARBAGE TRASH JUNK DEBRIS AND RUBBISH FROM ENTIRE PROPERTYADDRESS: 404 DETRIOT STCITATION DATE: 09/19/2024INVOICE QUESTIONS? CALL THE BUILDING DEPT AT (517) 788-4012
7-032500000	404		DETROIT	12997	TANSKY, ROBERT & BEVERLY	2400032407	11/5/2024	102.50	PRIVATE PROPERTY MOWING COMPLETED ON: 9/12/24LOCATION: 404 DETROIT STINVOICE QUESTIONS? CALL THE DEPT OF PUBLIC WORKS AT (517) 788-4170
7-034100000	355		COOPER	21257	CHILDS SHEILA M	2400031541	7/2/2024	360.14	PRIVATE PROPERTY MOWING COMPLETED ON: 6/4/24LOCATION: 355 COOPER STINVOICE QUESTIONS? CALL THE DEPT OF PUBLIC WORKS AT (517) 788-4170
7-035500000	300	N	VAN DORN	20546	MCWILLIAMS, ROSITA P	2400031581	7/3/2024	241.92	PRIVATE PROPERTY MOWING COMPLETED ON: 6/5/24LOCATION: 300 N VAN DORN STINVOICE QUESTIONS? CALL THE DEPT OF PUBLIC WORKS AT (517) 788-4170
7-035500000	300	N	VAN DORN	20546	MCWILLIAMS, ROSITA P	2400031939	8/22/2024	239.10	PRIVATE PROPERTY MOWING COMPLETED ON: 7/11/24LOCATION: 300 N VAN DORN STINVOICE QUESTIONS? CALL THE DEPT OF PUBLIC WORKS AT (517) 788-4170
7-035500000	300	N	VAN DORN	20546	MCWILLIAMS, ROSITA P	2400032245	10/9/2024	233.46	PRIVATE PROPERTY MOWING COMPLETED ON: 8/13/24LOCATION: 300 N VAN DORN STINVOICE QUESTIONS? CALL THE DEPT OF PUBLIC WORKS AT (517) 788-4170
7-036300000	709		HOMEWILD	137	HILL, DORIS A	2400032599	12/11/2024	248.07	PRIVATE PROPERTY MOWING COMPLETED ON: 10/8/24LOCATION: 709 HOMEWILD AVEINVOICE QUESTIONS? CALL THE DEPT OF PUBLIC WORKS AT (517) 788-4170
7-037200000	315	N	PERRINE	21813	LB-DWELLING SERIES V TRUST	2400031885	8/22/2024	35,900.00	DEMOLITION FEES FOR A HOUSE PER BUILDING BOARD ORDER DANGEROUS STRUCTURES FEES SECTIONS 17-26 AND 17-27ADDRESS: 315 N PERRINE ST DEMOLITION DATE: 7/26/2024 INVOICE QUESTIONS? CALL THE COMMUNITY DEVELOPMENT DEPARTMENT AT (517) 788-4060.
7-044600000	212	N	PARK	21555	MICHIGAN REAL TOKEN IV LLC	2400032100	9/20/2024	283.52	PROPERTY CLEAN-UP - ITEMS REMOVED INCLUDED:REMOVE ALL GARBAGE, TRASH, JUNK, DEBRIS AND RUBBISH FROM THE ENTIRE PROPERTYADDRESS: 212 N PARK AVECITATION DATE: 08/14/2024INVOICE QUESTIONS? CALL THE BUILDING DEPT AT (517) 788-4012
7-044600000	212	N	PARK	21555	MICHIGAN REAL TOKEN IV LLC	2400032432	11/15/2024	635.52	PLEASE REMOVE ALL TRASH JUNK DEBRIS GARBAGE AND RUBBISH FROM THE ENTIRE PROPERTY TO INCLUDE PORCH AREAS.ADDRESS: 202 N PARK AVECITATION DATE: 9/24/2024INVOICE QUESTIONS? CALL THE BUILDING DEPT AT (517) 788-4012
7-056000000	906	E	PEARL	21050	ALLEN LOFTS LLC	2400031580	7/3/2024	455.86	PRIVATE PROPERTY MOWING COMPLETED ON: 6/5/24LOCATION: 906 E PEARL STINVOICE QUESTIONS? CALL THE DEPT OF PUBLIC WORKS AT (517) 788-4170
7-0561.1000	500		QUARRY	21844	GODBOUT, JESSICA	2400031988	9/5/2024	157.52	PRIVATE PROPERTY MOWING COMPLETED ON: 7/16/24LOCATION: 500 QUARRY STINVOICE QUESTIONS? CALL THE DEPT OF PUBLIC WORKS AT (517) 788-4170

7-0561.1000	500		QUARRY	21844	GODBOUT, JESSICA	2400032101	9/20/2024	283.52	PROPERTY CLEAN-UP - ITEMS REMOVED INCLUDED: REMOVE ALL TRASH, GARBAGE, JUNK, DEBRIS AND RUBBISH FROM THE ENTIRE PROPERTY ADDRESS: 500 QUARRY ST CITATION DATE: 08/02/2024 INVOICE QUESTIONS? CALL THE BUILDING DEPT AT (517) 788-4012
7-056900000	513	E	GANSON	18968	WALKER JR, TIMOTHY E	2400031990	9/6/2024	178.52	PRIVATE PROPERTY MOWING COMPLETED ON: 7/16/24 LOCATION: 513 E GANSON ST INVOICE QUESTIONS? CALL THE DEPT OF PUBLIC WORKS AT (517) 788-4170
7-061900000	657		COOPER	19942	HALL, JEREMY & BARBARA L	2400032349	10/23/2024	176.39	PRIVATE PROPERTY MOWING COMPLETED ON: 8/28/24 LOCATION: 657 COOPER ST INVOICE QUESTIONS? CALL THE DEPT OF PUBLIC WORKS AT (517) 788-4170
7-067600000	564		COOPER	21876	FEDERAL NATIONAL MTG ASSOCIATION	2400032125	9/26/2024	336.04	PRIVATE PROPERTY MOWING COMPLETED ON: 7/29/24 LOCATION: 564 COOPER ST INVOICE QUESTIONS? CALL THE DEPT OF PUBLIC WORKS AT (517) 788-4170
7-068600000	402		BURR	19205	P AND P ENTERPRISES LLC	2400031905	8/21/2024	220.50	PRIVATE PROPERTY MOWING COMPLETED ON: 6/25/24 LOCATION: 402 BURR ST INVOICE QUESTIONS? CALL THE DEPT OF PUBLIC WORKS AT (517) 788-4170
7-068900000	300		BURR	19742	P & P ENTERPRISES LLC	2400031906	8/21/2024	268.30	PRIVATE PROPERTY MOWING COMPLETED ON: 6/25/24 LOCATION: 300 BURR ST INVOICE QUESTIONS? CALL THE DEPT OF PUBLIC WORKS AT (517) 788-4170
7-077600000	1011	E	GANSON	20746	ALLEN, JEFFERY M	2400031991	9/6/2024	217.90	PRIVATE PROPERTY MOWING COMPLETED ON: 7/16/24 LOCATION: 1011 E GANSON ST INVOICE QUESTIONS? CALL THE DEPT OF PUBLIC WORKS AT (517) 788-4170
7-082000000	1407		HOMEWILD	21661	WELLS, MATTHEW E	2400032185	9/30/2024	157.52	PRIVATE PROPERTY MOWING COMPLETED ON: 8/7/24 LOCATION: 1407 HOMEWILD AVE INVOICE QUESTIONS? CALL THE DEPT OF PUBLIC WORKS AT (517) 788-4170
7-092200000	1101		HAMLIN	20288	WALKER, STACY M	2400031726	7/30/2024	201.60	PRIVATE PROPERTY MOWING COMPLETED ON: 6/10/24 LOCATION: 1101 HAMLIN PL INVOICE QUESTIONS? CALL THE DEPT OF PUBLIC WORKS AT (517) 788-4170
7-092200000	1101		HAMLIN	20288	WALKER, STACY M	2400031992	9/6/2024	196.90	PRIVATE PROPERTY MOWING COMPLETED ON: 7/17/24 LOCATION: 1101 HAMLIN PL INVOICE QUESTIONS? CALL THE DEPT OF PUBLIC WORKS AT (517) 788-4170
7-092200000	1101		HAMLIN	20288	WALKER, STACY M	2400032449	11/18/2024	230.64	PRIVATE PROPERTY MOWING COMPLETED ON: 9/18/24 LOCATION: 1101 HAMLIN PL INVOICE QUESTIONS? CALL THE DEPT OF PUBLIC WORKS AT (517) 788-4170
7-096800000	301		ELLERY	21702	B & B REAL PROPERTY HOLDINGS LLC	2400032433	11/15/2024	276.76	PLEASE REMOVE ALL GARBAGE TRASH JUNK DEBRIS AND RUBBISH FROM ENTIRE PROPERTY ADDRESS: 301 ELLERY AVE CITATION DATE: 9/24/2024 INVOICE QUESTIONS? CALL THE BUILDING DEPT AT (517) 788-4012
7-097900000	308		EDGEWOOD	21780	PAIGE, ANDREW V & ASHLEY	2400031808	8/12/2024	220.50	PRIVATE PROPERTY MOWING COMPLETED ON: 6/18/24 LOCATION: 308 EDGEWOOD ST INVOICE QUESTIONS? CALL THE DEPT OF PUBLIC WORKS AT (517) 788-4170
7-097900000	308		EDGEWOOD	21780	PAIGE, ANDREW V & ASHLEY	2400031841	8/14/2024	199.25	PRIVATE PROPERTY MOWING COMPLETED ON: 7/2/24 LOCATION: 308 EDGEWOOD ST INVOICE QUESTIONS? CALL THE DEPT OF PUBLIC WORKS AT (517) 788-4170
7-097900000	308		EDGEWOOD	21780	PAIGE, ANDREW V & ASHLEY	2400031993	9/6/2024	178.52	PRIVATE PROPERTY MOWING COMPLETED ON: 7/17/24 LOCATION: 308 EDGEWOOD ST INVOICE QUESTIONS? CALL THE DEPT OF PUBLIC WORKS AT (517) 788-4170
7-105300000	1604		HOMEWILD	21490	GRAY, MICAH K	2400031994	9/6/2024	315.04	PRIVATE PROPERTY MOWING COMPLETED ON: 7/17/24 LOCATION: 1604 HOMEWILD ST INVOICE QUESTIONS? CALL THE DEPT OF PUBLIC WORKS AT (517) 788-4170
7-105300000	1604		HOMEWILD	21490	GRAY, MICAH K	2400032331	10/23/2024	233.46	PRIVATE PROPERTY MOWING COMPLETED ON: 8/28/24 LOCATION: 1604 HOMEWILD AVE INVOICE QUESTIONS? CALL THE DEPT OF PUBLIC WORKS AT (517) 788-4170
7-117100000	140		BATES	21349	HERNANDEZ, RICARDO JR	2400031886	8/22/2024	26,350.00	DEMOLITION FEES FOR A HOUSE PER BUILDING BOARD ORDER DANGEROUS STRUCTURES FEES SECTIONS 17-26 AND 17-27 ADDRESS: 140 BATES ST DEMOLITION DATE: 2/23/2024 INVOICE QUESTIONS? CALL THE COMMUNITY DEVELOPMENT DEPARTMENT AT (517) 788-4060
7-117100000	140		BATES	21349	HERNANDEZ, RICARDO JR	2400031940	8/22/2024	239.10	PRIVATE PROPERTY MOWING COMPLETED ON: 7/11/24 LOCATION: 140 BATES ST INVOICE QUESTIONS? CALL THE DEPT OF PUBLIC WORKS AT (517) 788-4170
7-117100000	140		BATES	21349	HERNANDEZ, RICARDO JR	2400032247	10/9/2024	194.55	PRIVATE PROPERTY MOWING COMPLETED ON: 8/13/24 LOCATION: 140 BATES ST INVOICE QUESTIONS? CALL THE DEPT OF PUBLIC WORKS AT (517) 788-4170
7-118000000	128		BATES	21924	EMILY STANLEY	2400032302	10/15/2024	280.14	REMOVE BAGS OF TRASH AT EAST END OF DRIVEWAY, TIRE, BROKEN WOODEN FENCE SECTIONS, MOTORCYCLE FRAME, AND OTHER CLUTTER, DEBRIS, & DEBRIS FROM THE EAST YARD AND ANY/ALL TRASH, JUNK, & DEBRIS FROM THE ENTIRE YARD AREA. ADDRESS: 128 BATES ST CITATION DATE: 8/23

7-119900000	143		BATES	21697	TREJO-RUIZ, MISAEL	2400031563	7/2/2024	263.42	PRIVATE PROPERTY MOWING COMPLETED ON: 5/31/24LOCATION: 143 BATES STINVOICE QUESTIONS? CALL THE DEPT OF PUBLIC WORKS AT (517) 788-4170
7-122900000	129	N	GORHAM	21167	ALBERTO, CORDOVA J	2400031942	8/22/2024	239.10	PRIVATE PROPERTY MOWING COMPLETED ON: 7/11/24LOCATION: 129 N GORHAM STINVOICE QUESTIONS? CALL THE DEPT OF PUBLIC WORKS AT (517) 788-4170
7-1243.A100	2105	E	GANSON	20837	WENZEL JACOB A	2400031995	9/6/2024	278.28	PRIVATE PROPERTY MOWING COMPLETED ON: 7/17/24LOCATION: 2105 E GANSON ST INVOICE QUESTIONS? CALL THE DEPT OF PUBLIC WORKS AT (517) 788-4170
7-1277.0100	2201	E	GANSON	21645	FASECAS ETAL, LINDA	2400031996	9/6/2024	217.90	PRIVATE PROPERTY MOWING COMPLETED ON: 7/17/24LOCATION: 2201 E GANSON STINVOICE QUESTIONS? CALL THE DEPT OF PUBLIC WORKS AT (517) 788-4170
7-1277.0100	2201	E	GANSON	21645	FASECAS ETAL, LINDA	2400032166	9/27/2024	283.52	PROPERTY CLEAN-UP - ITEMS REMOVED INCLUDED:REMOVE FROM THE ENTIRE PROPERTY ALL GARBAGE, TRASH, JUNKAND DEBRIS INCLUDING BUT NOT LIMITED TO DISCARDED HOUSEHOLDTRASH, PAPERS, CARDBOARD,METAL, PLASTIC ALL OTHER DEBRIS LOCATEDON SOUTHWEST CORNER OF VACANT LOT
7-1277.0100	2201	E	GANSON	21645	FASECAS ETAL, LINDA	2400032332	10/23/2024	313.87	PRIVATE PROPERTY MOWING COMPLETED ON: 8/28/24LOCATION: 2201 E GANSON STINVOICE QUESTIONS? CALL THE DEPT OF PUBLIC WORKS AT (517) 788-4170
7-1277.0100		O E	GANSON	21846	FASECAS ETAL, LINDA	2400031998	9/6/2024	257.28	PRIVATE PROPERTY MOWING COMPLETED ON: 7/17/24LOCATION: VACANT LOT ON E GANSON STINVOICE QUESTIONS? CALL THE DEPT OF PUBLIC WORKS AT (517) 788-4170
7-128000000	2209	E	GANSON	21001	HAGER ETAL, HEIDI L	2400031997	9/6/2024	178.52	PRIVATE PROPERTY MOWING COMPLETED ON: 7/17/24LOCATION: 2209 E GANSON ST INVOICE QUESTIONS? CALL THE DEPT OF PUBLIC WORKS AT (517) 788-4170
8-002400000	2214	E	GANSON	21172	JONES ARTHUR W ETAL	2400031957	8/29/2024	286.90	REMOVE FROM ENTIRE PROPERTY ALL GARBAGE, TRASH, JUNK AND DEBRIS INCLUDINGBUT NOT LIMITED TO FULL TRASH BAGS WITH UNKNOWN CONTENT ON THE GROUND NEARDUMPSTER EAST PROPERTY. REMOVE ALL DEBRIS AND GARBAGE SPILLING OUT OFTRASH DUMPSTER EAST PROPERTY. REMOVE AL
8-002800000	2202	E	GANSON	2292	BRUCE, SANDRA L	2400031603	7/3/2024	263.42	PRIVATE PROPERTY MOWING COMPLETED ON: 5/31/24LOCATION: 2202 E GANSON STINVOICE QUESTIONS? CALL THE DEPT OF PUBLIC WORKS AT (517) 788-4170
8-002800000	2202	E	GANSON	2292	BRUCE, SANDRA L	2400032288	10/10/2024	254.21	PRIVATE PROPERTY MOWING COMPLETED ON: 8/21/24LOCATION: 2202 E GANSON STINVOICE QUESTIONS? CALL THE DEPT OF PUBLIC WORKS AT (517) 788-4170
8-002800000	2202	E	GANSON	2292	BRUCE, SANDRA L	2400032590	12/10/2024	248.07	PRIVATE PROPERTY MOWING COMPLETED ON: 10/3/24LOCATION: 2202 E GANSON STINVOICE QUESTIONS? CALL THE DEPT OF PUBLIC WORKS AT (517) 788-4170
8-013200000	320	N	FORBES	21401	HARRIS, RODERICK	2400031736	7/30/2024	263.42	PRIVATE PROPERTY MOWING COMPLETED ON: 6/12/24LOCATION: 320 N FORBES STINVOICE QUESTIONS? CALL THE DEPT OF PUBLIC WORKS AT (517) 788-4170
8-013200000	320	N	FORBES	21401	HARRIS, RODERICK	2400032551	12/4/2024	248.07	PRIVATE PROPERTY MOWING COMPLETED ON: 10/17/24LOCATION: 320 N FORBES STINVOICE QUESTIONS? CALL THE DEPT OF PUBLIC WORKS AT (517) 788-4170
8-033700000	402		BATES	21700	BELL, OLIVIA	2400031567	7/3/2024	180.10	PRIVATE PROPERTY MOWING COMPLETED ON: 6/4/24LOCATION: 402 BATES STINVOICE QUESTIONS? CALL THE DEPT OF PUBLIC WORKS AT (517) 788-4170
8-039600000	435	N	PLEASANT	21968	MORGAN, JAMES K	2400032600	12/11/2024	227.82	PRIVATE PROPERTY MOWING COMPLETED ON: 10/9/24LOCATION: 435 N PLEASANT STINVOICE QUESTIONS? CALL THE DEPT OF PUBLIC WORKS AT (517) 788-4170
8-046800000	319		ORANGE	21432	CENTERS, DAWN	2400031727	7/30/2024	241.92	PRIVATE PROPERTY MOWING COMPLETED ON: 6/12/24LOCATION: 319 ORANGE STINVOICE QUESTIONS? CALL THE DEPT OF PUBLIC WORKS AT (517) 788-4170
8-046800000	319		ORANGE	21432	CENTERS, DAWN	2400032001	9/6/2024	196.90	PRIVATE PROPERTY MOWING COMPLETED ON: 7/17/24LOCATION: 319 ORANGE STINVOICE QUESTIONS? CALL THE DEPT OF PUBLIC WORKS AT (517) 788-4170
8-046800000	319		ORANGE	21432	CENTERS, DAWN	2400032334	10/23/2024	233.46	PRIVATE PROPERTY MOWING COMPLETED ON: 8/29/24LOCATION: 319 ORANGE STINVOICE QUESTIONS? CALL THE DEPT OF PUBLIC WORKS AT (517) 788-4170
8-046900000	323		ORANGE	21849	NELSON, STACEY A	2400032002	9/6/2024	178.52	PRIVATE PROPERTY MOWING COMPLETED ON: 7/17/24LOCATION: 323 ORANGE STINVOICE QUESTIONS? CALL THE DEPT OF PUBLIC WORKS AT (517) 788-4170
8-047500000	1702		LEROY	21898	POOLE, ARYNN	2400032187	9/30/2024	257.28	PRIVATE PROPERTY MOWING COMPLETED ON: 8/7/24LOCATION: 1702 LEROY STINVOICE QUESTIONS? CALL THE DEPT OF PUBLIC WORKS AT (517) 788-4170
8-048300000	429		ORANGE	21804	SULLIVAN, JAMES R	2400031843	8/14/2024	260.35	PRIVATE PROPERTY MOWING COMPLETED ON: 7/2/24LOCATION: 429 ORANGE STINVOICE QUESTIONS? CALL THE DEPT OF PUBLIC WORKS AT (517) 788-4170
8-052500000	1610	E	GANSON	21931	TULLOCH, ROBERT F	2400032335	10/23/2024	254.21	PRIVATE PROPERTY MOWING COMPLETED ON: 8/29/24LOCATION: 1610 E GANSON STINVOICE QUESTIONS? CALL THE DEPT OF PUBLIC WORKS AT (517) 788-4170

8-053500000	324		ORANGE	21850	PETERSON ETAL, ANGELA	2400032003	9/6/2024	178.52	PRIVATE PROPERTY MOWING COMPLETED ON: 7/18/24LOCATION: 324 ORANGE STINVOICE QUESTIONS? CALL THE DEPT OF PUBLIC WORKS AT (517) 788-4170
8-059500000	558		ORANGE	19081	ADAMS, JASON & NICOLE	2400032252	10/9/2024	194.55	PRIVATE PROPERTY MOWING COMPLETED ON: 8/14/24LOCATION: 558 ORANGE STINVOICE QUESTIONS? CALL THE DEPT OF PUBLIC WORKS AT (517) 788-4170
8-063200000	1520	E	GANSON	18672	WILLIAMS FARROW, THERESA	2400032055	9/9/2024	257.28	PRIVATE PROPERTY MOWING COMPLETED ON: 7/23/24LOCATION: 1520 E GANSON STINVOICE QUESTIONS? CALL THE DEPT OF PUBLIC WORKS AT (517) 788-4170
8-065100000	1322	E	GANSON	21932	SMITH, DAVID W & KAREN E	2400032337	10/23/2024	197.14	PRIVATE PROPERTY MOWING COMPLETED ON: 8/29/24LOCATION: 1322 E GANSON STINVOICE QUESTIONS? CALL THE DEPT OF PUBLIC WORKS AT (517) 788-4170
8-081400000	1311		MAGUIRE	20627	GITTENS, ANTHONY L II	2400031564	7/2/2024	161.28	PRIVATE PROPERTY MOWING COMPLETED ON: 6/4/24LOCATION: 1311 MAGUIRE STINVOICE QUESTIONS? CALL THE DEPT OF PUBLIC WORKS AT (517) 788-4170
8-081400000	1311		MAGUIRE	20627	GITTENS, ANTHONY L II	2400032099	9/20/2024	283.52	PROPERTY CLEAN-UP - ITEMS REMOVED INCLUDED:REMOVE ALL TRASH GARBAGE, JUNK AND DEBRIS FROM ENTIRE PROPERTY TO INCLUDE ALL MOTOR PARTS AND COMPONENTS.ADDRESS: 1311 MAGUIRE STCITATION DATE: 08/05/2024INVOICE QUESTIONS? CALL THE BUILDING DEPT AT (517) 788-401
8-082600000	1337		MAGUIRE	21757	GEROU, GREGORY	2400031728	7/30/2024	223.10	PRIVATE PROPERTY MOWING COMPLETED ON: 6/12/24LOCATION: 1337 MAGUIRE STINVOICE QUESTIONS? CALL THE DEPT OF PUBLIC WORKS AT (517) 788-4170
8-090000000	925		ALLEN	21933	MILES, CODI E	2400032450	11/18/2024	271.64	PRIVATE PROPERTY MOWING COMPLETED ON: 9/18/24LOCATION: 925 ALLEN RDINVOICE QUESTIONS? CALL THE DEPT OF PUBLIC WORKS AT (517) 788-4170
8-102400000	823		SEYMOUR	21698	GRUNER, JOHN M	2400031565	7/2/2024	263.42	PRIVATE PROPERTY MOWING COMPLETED ON: 6/4/24LOCATION: 823 SEYMOUR AVEINVOICE QUESTIONS? CALL THE DEPT OF PUBLIC WORKS AT (517) 788-4170
8-102400000	823		SEYMOUR	21698	GRUNER, JOHN M	2400031811	8/12/2024	180.65	PRIVATE PROPERTY MOWING COMPLETED ON: 6/18/24LOCATION: 823 SEYMOUR AVEINVOICE QUESTIONS? CALL THE DEPT OF PUBLIC WORKS AT (517) 788-4170
8-102900000	909		SEYMOUR	21782	FLANNERY FAMILY TRUST NO 1	2400031812	8/12/2024	220.50	PRIVATE PROPERTY MOWING COMPLETED ON: 6/18/24LOCATION: 909 SEYMOUR AVEINVOICE QUESTIONS? CALL THE DEPT OF PUBLIC WORKS AT (517) 788-4170
8-103100000	913		SEYMOUR	21699	COOK, JAMES	2400031566	7/3/2024	182.78	PRIVATE PROPERTY MOWING COMPLETED ON: 6/4/24LOCATION: 913 SEYMOUR AVEINVOICE QUESTIONS? CALL THE DEPT OF PUBLIC WORKS AT (517) 788-4170
8-1272.E000	1107		ELLERY	21940	WARD, JODY	2400032363	10/24/2024	254.21	PRIVATE PROPERTY MOWING COMPLETED ON: 9/4/24LOCATION: 1107 ELLERY AVEINVOICE QUESTIONS? CALL THE DEPT OF PUBLIC WORKS AT (517) 788-4170
8-135700000	625		ELLERY	21703	DEVINE, DOUGLAS	2400031570	7/3/2024	182.78	PRIVATE PROPERTY MOWING COMPLETED ON: 6/4/24LOCATION: 625 ELLERY AVEINVOICE QUESTIONS? CALL THE DEPT OF PUBLIC WORKS AT (517) 788-4170
8-139700000	742		EDGEWOOD	21654	SIMPSON ELIZABETH ET AL	2400031457	6/17/2024	290.28	PLEASE REMOVE DISCARDED TRASH AND BOXES FROM ENCLOSED PORCH AND BACK DOOR NEAR DRIVEWAY AND THE ENTIRE PROPERTY.ADDRESS:742 EDGEWOOD STCITATION DATE: 5/8/2024INVOICE QUESTIONS? CALL THE BUILDING DEPT AT (517) 788-4012
8-149300000	1114	E	GANSON	20820	GMH FINANCIAL SOLUTIONS LLC	2400031572	7/3/2024	263.42	PRIVATE PROPERTY MOWING COMPLETED ON: 6/4/24LOCATION: 1114 E GANSON STINVOICE QUESTIONS? CALL THE DEPT OF PUBLIC WORKS AT (517) 788-4170
8-149300000	1114	E	GANSON	20820	GMH FINANCIAL SOLUTIONS LLC	2400031814	8/12/2024	180.65	PRIVATE PROPERTY MOWING COMPLETED ON: 6/18/24LOCATION: 1114 E GANSON STINVOICE QUESTIONS? CALL THE DEPT OF PUBLIC WORKS AT (517) 788-4170
8-149300000	1114	E	GANSON	20820	GMH FINANCIAL SOLUTIONS LLC	2400032006	9/6/2024	217.90	PRIVATE PROPERTY MOWING COMPLETED ON: 7/18/24LOCATION: 1114 E GANSON STINVOICE QUESTIONS? CALL THE DEPT OF PUBLIC WORKS AT (517) 788-4170
8-151300000	606		ELLERY	21704	VALME, MARIE	2400031571	7/3/2024	344.06	PRIVATE PROPERTY MOWING COMPLETED ON: 6/4/24LOCATION: 606 ELLERY AVEINVOICE QUESTIONS? CALL THE DEPT OF PUBLIC WORKS AT (517) 788-4170
8-151300000	606		ELLERY	21704	VALME, MARIE	2400032007	9/6/2024	257.28	PRIVATE PROPERTY MOWING COMPLETED ON: 7/18/24LOCATION: 606 ELLERY AVEINVOICE QUESTIONS? CALL THE DEPT OF PUBLIC WORKS AT (517) 788-4170
8-155900000	749		LOOMIS	19960	NEELY ESTATE OF, WILLIAM D	2400032339	10/23/2024	313.87	PRIVATE PROPERTY MOWING COMPLETED ON: 8/30/24LOCATION: 749 LOOMIS STINVOICE QUESTIONS? CALL THE DEPT OF PUBLIC WORKS AT (517) 788-4170
8-163000000	730	N	WATERLOO	21716	RUIZ, MISAEAL T	2400031598	7/3/2024	303.74	PRIVATE PROPERTY MOWING COMPLETED ON: 6/6/24LOCATION: 730 N WATERLOO AVEINVOICE QUESTIONS? CALL THE DEPT OF PUBLIC WORKS AT (517) 788-4170
8-163000000	730	N	WATERLOO	21716	RUIZ, MISAEAL T	2400032008	9/6/2024	217.90	PRIVATE PROPERTY MOWING COMPLETED ON: 7/18/24LOCATION: 730 N WATERLOO AVEINVOICE QUESTIONS? CALL THE DEPT OF PUBLIC WORKS AT (517) 788-4170

8-163000000	730	N	WATERLOO	21716	RUIZ, MISAEL T	2400032552	12/4/2024	210.10	PRIVATE PROPERTY MOWING COMPLETED ON: 10/17/24LOCATION: 730 N WATERLOO AVEINVOICE QUESTIONS? CALL THE DEPT OF PUBLIC WORKS AT (517) 788-4170
8-165900000	906		WHITNEY	20791	SOWLE, CASEY	2400031597	7/3/2024	201.60	PRIVATE PROPERTY MOWING COMPLETED ON: 6/6/24LOCATION: 906 WHITNEY STINVOICE QUESTIONS? CALL THE DEPT OF PUBLIC WORKS AT (517) 788-4170
8-165900000	906		WHITNEY	20791	SOWLE, CASEY	2400032282	10/10/2024	233.46	PRIVATE PROPERTY MOWING COMPLETED ON: 8/22/24LOCATION: 906 WHITNEY STINVOICE QUESTIONS? CALL THE DEPT OF PUBLIC WORKS AT (517) 788-4170
8-165900000	906		WHITNEY	20791	SOWLE, CASEY	2400032298	10/15/2024	591.39	PLEASE REMOVE ALL GARBAGE, JUNK, TRASH AND DEBRIS ON THE PORCH AND ENTIRE PROPERTY.ADDRESS: 906 WHITNEY STCITATION DATE: 8/15/2024INVOICE QUESTIONS? CALL THE BUILDING DEPT AT (517) 788-4012
8-169600000	800	N	WATERLOO	21536	HARMON BRENT STEVEN	2400032463	11/19/2024	174.26	PRIVATE PROPERTY MOWING COMPLETED ON: 9/24/24LOCATION: 800 N WATERLOO AVEINVOICE QUESTIONS? CALL THE DEPT OF PUBLIC WORKS AT (517) 788-4170
8-184400000	0	N	WATERLOO	21385	ROBERTS, ANGELA	2400031599	7/3/2024	462.28	PRIVATE PROPERTY MOWING COMPLETED ON: 6/6/24LOCATION: VACANT LOT ON N WATERLOO AVEINVOICE QUESTIONS? CALL THE DEPT OF PUBLIC WORKS AT (517) 788-4170
8-184400000	0	N	WATERLOO	21385	ROBERTS, ANGELA	2400032284	10/10/2024	368.32	PRIVATE PROPERTY MOWING COMPLETED ON: 8/22/24LOCATION: VACANT LOT ON N WATERLOO AVEINVOICE QUESTIONS? CALL THE DEPT OF PUBLIC WORKS AT (517) 788-4170
8-192900000	1601		COOPER	20983	KEVIN & NICK INC	2400032188	9/30/2024	278.28	PRIVATE PROPERTY MOWING COMPLETED ON: 8/7/24LOCATION: 1601 COOPER STINVOICE QUESTIONS? CALL THE DEPT OF PUBLIC WORKS AT (517) 788-4170
8-1989.1A00	203	E	PORTER	21717	HAYES, KELLY J	2400031600	7/3/2024	381.64	PRIVATE PROPERTY MOWING COMPLETED ON: 6/6/24LOCATION: 203 E PORTER STINVOICE QUESTIONS? CALL THE DEPT OF PUBLIC WORKS AT (517) 788-4170
8-2000.2A00	112		MARSHALL	21718	LILLIE, ROBERT J	2400031601	7/3/2024	344.06	PRIVATE PROPERTY MOWING COMPLETED ON: 6/6/24LOCATION: 112 MARSHALL STINVOICE QUESTIONS? CALL THE DEPT OF PUBLIC WORKS AT (517) 788-4170
8-200200000	308		MARSHALL	20749	PRITZ, STEVEN	2400031730	7/30/2024	282.24	PRIVATE PROPERTY MOWING COMPLETED ON: 6/12/24LOCATION: 308 MARSHALL STINVOICE QUESTIONS? CALL THE DEPT OF PUBLIC WORKS AT (517) 788-4170
8-200200000	308		MARSHALL	20749	PRITZ, STEVEN	2400032128	9/26/2024	236.28	PRIVATE PROPERTY MOWING COMPLETED ON: 7/30/24LOCATION: 308 MARSHALL STINVOICE QUESTIONS? CALL THE DEPT OF PUBLIC WORKS AT (517) 788-4170
8-2025.8000	314	E	MONROE	21950	BROWNER ALICIA C	2400032439	11/15/2024	276.76	PLEASE REMOVE ALL THE JUNK TRASH GARBAGE DEBRIS AND RUBBISH FROM ENTIRE PROPERTYADDRESS: 314 E MONROE STCITATION DATE: 10/08/2024INVOICE QUESTIONS? CALL THE BUILDING DEPT AT (517) 788-4012
8-2078.1000	0		COOPER	21923	FLORES, JAVIER	2400032285	10/10/2024	240.17	PRIVATE PROPERTY MOWING COMPLETED ON: 8/22/24LOCATION: VACANT LOT ON COOPER STINVOICE QUESTIONS? CALL THE DEPT OF PUBLIC WORKS AT (517) 788-4170
8-215200000	1105		COOPER	21351	RAMINEZ ESTATE, ARLENE L	2400031591	7/3/2024	344.06	PRIVATE PROPERTY MOWING COMPLETED ON: 6/5/24LOCATION: 1105 COOPER STINVOICE QUESTIONS? CALL THE DEPT OF PUBLIC WORKS AT (517) 788-4170
8-215200000	1105		COOPER	21351	RAMINEZ ESTATE, ARLENE L	2400031815	8/12/2024	180.65	PRIVATE PROPERTY MOWING COMPLETED ON: 6/18/24LOCATION: 1105 COOPER STINVOICE QUESTIONS? CALL THE DEPT OF PUBLIC WORKS AT (517) 788-4170
8-215200000	1105		COOPER	21351	RAMINEZ ESTATE, ARLENE L	2400032016	9/6/2024	178.52	PRIVATE PROPERTY MOWING COMPLETED ON: 7/18/24LOCATION: 1105 COOPER STINVOICE QUESTIONS? CALL THE DEPT OF PUBLIC WORKS AT (517) 788-4170
8-215200000	1105		COOPER	21351	RAMINEZ ESTATE, ARLENE L	2400032104	9/20/2024	204.76	PROPERTY CLEAN-UP - ITEMS REMOVED INCLUDED:REMOVE ALL DEAD LIMBS AND BRANCHED FROM ENTIRE PROPERTYADDRESS: 1105 COOPER STCITATION DATE: 08/08/2024INVOICE QUESTIONS? CALL THE BUILDING DEPT AT (517) 788-4012
8-215200000	1105		COOPER	21351	RAMINEZ ESTATE, ARLENE L	2400032286	10/10/2024	176.39	PRIVATE PROPERTY MOWING COMPLETED ON: 8/22/24LOCATION: 1105 COOPER STINVOICE QUESTIONS? CALL THE DEPT OF PUBLIC WORKS AT (517) 788-4170
8-215800000	212	E	ARGYLE	21936	PERU, CASEY A	2400032342	10/23/2024	254.21	PRIVATE PROPERTY MOWING COMPLETED ON: 8/30/24LOCATION: 212 E ARGYLE STINVOICE QUESTIONS? CALL THE DEPT OF PUBLIC WORKS AT (517) 788-4170
8-218300000	405	E	ARGYLE	21714	REINKER ETAL, ANGELA M	2400031595	7/3/2024	263.42	PRIVATE PROPERTY MOWING COMPLETED ON: 6/6/24LOCATION: 405 E ARGYLE STINVOICE QUESTIONS? CALL THE DEPT OF PUBLIC WORKS AT (517) 788-4170
8-229300000	704		IRVING	21352	KJS HAULING COMPANY	2400031908	8/21/2024	199.25	PRIVATE PROPERTY MOWING COMPLETED ON: 6/25/24LOCATION: 704 IRVING STINVOICE QUESTIONS? CALL THE DEPT OF PUBLIC WORKS AT (517) 788-4170

ATTACHMENT A

8-229300000	704		IRVING	21352	KJS HAULING COMPANY	2400032189	9/30/2024	236.28	PRIVATE PROPERTY MOWING COMPLETED ON: 8/7/24LOCATION: 704 IRVING STINVOICE QUESTIONS? CALL THE DEPT OF PUBLIC WORKS AT (517) 788-4170
8-239900000	114	W	ARGYLE	21712	NUTTUN BUT LOVE LLC	2400031593	7/3/2024	223.10	PRIVATE PROPERTY MOWING COMPLETED ON: 6/5/24LOCATION: 114 W ARGYLE ST INVOICE QUESTIONS? CALL THE DEPT OF PUBLIC WORKS AT (517) 788-4170
8-245800000	140	W	NORTH	2034	COMMERCIAL EXCHANGE INC	2400031816	8/12/2024	456.90	PRIVATE PROPERTY MOWING COMPLETED ON: 6/18/24LOCATION: 140 W NORTH STINVOICE QUESTIONS? CALL THE DEPT OF PUBLIC WORKS AT (517) 788-4170
8-247700000	0		WALKER	21221	STRAUSS LE, ADAH H	2400031731	7/30/2024	325.24	PRIVATE PROPERTY MOWING COMPLETED ON: 6/12/24LOCATION: VACANT LOT ON WALKER STINVOICE QUESTIONS? CALL THE DEPT OF PUBLIC WORKS AT (517) 788-4170
8-247700000	0		WALKER	21221	STRAUSS LE, ADAH H	2400031732	7/30/2024	271.46	PRIVATE PROPERTY MOWING COMPLETED ON: 6/12/24LOCATION: 1136 WALKER STINVOICE QUESTIONS? CALL THE DEPT OF PUBLIC WORKS AT (517) 788-4170
8-247700000	0		WALKER	21221	STRAUSS LE, ADAH H	2400031944	8/22/2024	281.60	PRIVATE PROPERTY MOWING COMPLETED ON: 7/11/24LOCATION: VACANT LOT ON WALKER STINVOICE QUESTIONS? CALL THE DEPT OF PUBLIC WORKS AT (517) 788-4170
8-247700000	0		WALKER	21221	STRAUSS LE, ADAH H	2400032601	12/11/2024	268.32	PRIVATE PROPERTY MOWING COMPLETED ON: 10/9/24LOCATION: VACANT LOT ON WALKER STINVOICE QUESTIONS? CALL THE DEPT OF PUBLIC WORKS AT (517) 788-4170
8-247800000	1136		WALKER	2089	STRAUSS LE, ADAH E	2400031945	8/22/2024	148.75	PRIVATE PROPERTY MOWING COMPLETED ON: 7/11/24LOCATION: 1136 WALKER STINVOICE QUESTIONS? CALL THE DEPT OF PUBLIC WORKS AT (517) 788-4170
8-247800000	1136		WALKER	2089	STRAUSS LE, ADAH E	2400032602	12/11/2024	293.63	PRIVATE PROPERTY MOWING COMPLETED ON: 10/9/24LOCATION: 1136 WALKER STINVOICE QUESTIONS? CALL THE DEPT OF PUBLIC WORKS AT (517) 788-4170
8-2566.1000	115	W	MONROE	21399	HORTON FAMILY HOMES TRUST	2400031909	8/21/2024	300.20	PRIVATE PROPERTY MOWING COMPLETED ON: 6/25/24LOCATION: 115 W MONROE STINVOICE QUESTIONS? CALL THE DEPT OF PUBLIC WORKS AT (517) 788-4170
8-2566.1000	115	W	MONROE	21399	HORTON FAMILY HOMES TRUST	2400032451	11/18/2024	251.14	PRIVATE PROPERTY MOWING COMPLETED ON: 9/18/24LOCATION: 115 W MONROE STINVOICE QUESTIONS? CALL THE DEPT OF PUBLIC WORKS AT (517) 788-4170

216,664.63



MEMO TO: Mayor and City Councilmembers

FROM: Jonathan Greene, City Manager

DATE: May 27, 2025

SUBJECT: Resolution - Right of First Refusal

Recommendation:

Requested action is for City Council to approve a Resolution to exercise its right of first refusal option to take 19 parcels for future redevelopment and decline an additional 22 parcels.

Attached is a memorandum from Shane LaPorte, Community Development Director, recommending City Council exercise its Right of First Refusal for 2025 tax foreclosed parcels by taking 19 properties and declining the remaining 22 properties in foreclosure.

I recommend approval of the Resolution exercising the City's Right of First Refusal under PA 123 of 1999. Your consideration and concurrence is appreciated.



DEPARTMENTAL REPORT

MEMO TO: Jonathan Greene, City Manager
FROM: Shane LaPorte, Director of Community Development
DATE: May 27, 2025

RECOMMENDATION: Approve a Resolution to exercise the City's Right of First Refusal for 19 properties and decline 22 Parcels under PA 123 of 1999.

ISSUE STATEMENT

On or about April 1, 2025, the Jackson County Treasurer foreclosed on 41 parcels within the City of Jackson for non-payment of 2022 and prior property taxes. Under PA 123 of 1999, the State of Michigan has first right of refusal of all tax foreclosed properties within its counties, with the local unit of government having subsequent right of first refusal. The State of Michigan declined to exercise its right of first refusal, allowing the City of Jackson to consider all 41 parcels before the tax auctions.

Community Development staff determined there are 17 vacant lots available which would be desirous for infill housing either for its 100 Homes program or other private developers in Wards 1, 2, 3, 5, and 6. Two additional parcels with structures were deemed strategic for the City to retain control and eventual disposition due to their long-term blighting effects in their respective neighborhoods and provide additional opportunities for future redevelopment.

When exercising its right of first refusal, the City is responsible for paying all delinquent taxes, fees, penalties, interest and any costs to date associated with preparing these parcels for auction. At this time, acquiring the 18 parcels will necessitate payment of unpaid taxes in the amount of \$27,797.92. Additional costs and fees associated with the tax foreclosure process will be added and must be paid before a deed is issued to the City. If approved by Council, the cost to acquire these 19 parcels would be paid through the Land Acquisition budget. It is also recommended Council decline taking the remaining 22 parcels at this time.

DESCRIBE THE CONSEQUENCES

As of the writing of this memorandum, the 100 Homes Program has approved 48 applications with almost 120 applications still under qualification review. Since the inception of the program in June 2023, 82 new home construction permits have issued with an estimated construction value of nearly \$11 million. Twenty homes have been fully completed and 62 are in progress. Fifty-one homes are under construction by the City's 100 Homes contractors; 29 homes are

being constructed by other developers drawn to Jackson because of the revitalization work in progress.

Approved 100 Homes applicants are provided a vacant lot tour by City staff wherein they are allowed to select the location of their home to be constructed. As not all vacant lots owned by the City are buildable or in desired locations, the lots proposed to be taken during the City's right of first refusal are good candidates to be added for the selection process or for private developers to construct new homes.

OWNERSHIP

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

SOLUTION

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

FACILITATE IMPLEMENTATION

Requested action is for City Council to approve a Resolution to exercise its right of first refusal option to take 19 parcels for future redevelopment and decline an additional 22 parcels.

ATTACHMENTS

- 1. Resolution - Release Right of 1st Refusal

RESOLUTION

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

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

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

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

WHEREAS, the City of Jackson has reviewed a list of 2025 foreclosed properties located within its boundaries; and

WHEREAS, pursuant to the aforesaid right of first refusal, the City of Jackson has made a determination that it wants to acquire nineteen (19) parcels identified on **Exhibit A**; and

WHEREAS, pursuant to the aforesaid right of first refusal, the City of Jackson has made a determination that it does not want to purchase the twenty-two (22) properties identified in **Exhibit B**.

NOW, THEREFORE, BE IT RESOLVED that at the meeting of the Jackson City Council, on this 27th day of May, 2025, the City of Jackson hereby exercises its first right of refusal for the 2025 foreclosed properties located in the City of Jackson, County of Jackson, State of Michigan, as identified on **Exhibit A**.

BE IT FURTHER RESOLVED that, with the exception of those properties identified on Exhibit A, the City of Jackson hereby declines to exercise its first right of refusal for the 2025 foreclosed properties located in the City of Jackson, County of Jackson, State of Michigan, identified in **Exhibit B**.

* * * * *

STATE OF MICHIGAN)
County of Jackson) ss
City of Jackson)

I, Andrea Muray, City Clerk in and for the City of Jackson, County and State aforesaid, do hereby certify that the foregoing is a true and complete copy of a Resolution adopted by the Jackson City Council on the 27th day of May, 2025.

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

Andrea Muray

City Clerk

Exhibit A

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

	PIN	Address
1	2-004800000	322 CLINTON ST
2	2-0896.1000	430 N BLACKSTONE ST
3	3-203100000	910 FIRST ST
4	3-2275.1000	1231 GREENWOOD AVE
5	3-239100000	401 GRISWOLD ST
6	4-048900000	229 W BIDDLE ST
7	4-106100000	1236 LINWOOD AVE
8	4-114400000	1248 S JACKSON ST
9	4-151000000	RANDOLPH ST
10	4-174200000	BLOOMFIELD BLVD
11	5-052800000	911 S MARTIN LUTHER KING JR DR
12	5-097300000	1025 S MILWAUKEE ST
13	5-213400000	1315 EGGLESTON ST
14	6-046300000	1412 DEYO ST
15	6-047000000	1418 DEYO ST
16	6-047100000	1420 DEYO ST
17	7-034100000	355 COOPER ST
18	7-036300000	709 HOMEWILD AVE
19	8-002800000	2202 E GANSON ST

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

	PIN	Address
1	1-0535.1000	1007 LANSING AVE
2	3-013100000	505 THIRD ST
3	3-030700000	710 W FRANKLIN ST
4	4-021300000	412 S JACKSON ST
5	4-026100000	511 S BLACKSTONE ST
6	4-087700000	943 WILLIAMS ST
7	4-120600000	1007 WOODBRIDGE ST
8	4-163300000	181 W PROSPECT ST
9	5-055000000	900 ORCHARD PL
10	5-100700000	133 MOORE ST
11	5-135600000	123 DAMON ST
12	5-139600000	233 DAMON ST
13	5-141000000	109 WALL ST
14	6-126700000	606 S GORHAM ST
15	7-0704.1000	616 HARRIS ST
16	7-117100000	140 BATES ST
17	7-122900000	129 N GORHAM ST
18	8-002500000	2210 E GANSON ST
19	8-013200000	320 N FORBES ST
20	8-215100000	104 E ARGYLE ST
21	8-245800000	140 W NORTH ST
22	8-246000000	150 W NORTH ST



MEMO TO: Mayor and City Councilmembers
FROM: Jonathan Greene, City Manager
DATE: May 27, 2025
SUBJECT: Audit Services Agreement - Rehmann

Recommendation:

Approve the three-year agreement to engage Rehmann to provide audit services at a cost of \$100,000.00 for fiscal year 2024/25, \$105,000.00 for fiscal year 2025/26, and \$110,200.00 for fiscal year 2026/27; and authorization for the Mayor and City Clerk to execute the appropriate document in accordance with the Purchasing Coordinator.

Attached is a memo from Heather Ehnis regarding a three-year agreement to engage Rehmann for annual audit services.

I recommend the approval of this three-year agreement. Your consideration and concurrence are appreciated.



DEPARTMENTAL REPORT

MEMO TO: Jonathan Greene, City Manager
FROM: Heather Ehnis, Chief Financial Officer
DATE: May 27, 2025

RECOMMENDATION: Approval of the three-year agreement to engage Rehmann to provide audit services at a cost of \$100,000.00 for fiscal year 2024/25, \$105,000.00 for fiscal year 2025/26, and \$110,200.00 for fiscal year 2026/27; and authorization for the Mayor and City Clerk to execute the appropriate document in accordance with the Purchasing Coordinator.

ISSUE STATEMENT

The City of Jackson is required to undergo an annual independent financial audit to ensure accountability, transparency, and compliance with applicable laws and regulations. An external audit provides an objective assessment of the City's financial statements, internal controls, and fiscal management practices. It is essential for maintaining public trust, meeting state and federal reporting requirements, and supporting sound financial decision-making by elected officials and management.

DESCRIBE THE CONSEQUENCES

If a municipality fails to conduct an independent financial audit, it risks significant legal, financial, and reputational consequences. Many state and federal laws mandate annual audits for municipalities, particularly when they receive public funds or grants. Non-compliance with these requirements can result in loss of funding, penalties, or ineligibility for future grant opportunities.

Without an independent audit, there is also a lack of objective verification of the municipality's financial statements, which undermines transparency and accountability. This can erode public trust and diminish confidence among taxpayers, stakeholders, and bond rating agencies. It may also expose the municipality to undetected errors, misstatements, or fraud due to insufficient oversight of financial controls.

Additionally, governing bodies rely on audit reports to make informed fiscal and policy decisions. The absence of a credible audit may lead to poor financial planning and risk management, which could negatively impact service delivery and long-term fiscal sustainability.

OWNERSHIP

The City currently retains Rehmann to provide annual audit services. Continuing to engage them as the City’s audit firm provides continuity, efficiency, and cost-effectiveness in the audit process. They possess a deep understanding of the City’s financial systems, internal controls, and operational procedures, which allows them to conduct the audit more efficiently and with fewer disruptions to staff.

Over the course of their engagements, they have demonstrated a consistent record of professionalism, responsiveness, and adherence to all applicable auditing standards. Their familiarity with the City’s financial structure and past audit findings enables them to identify potential issues more quickly and provide informed recommendations for improvement.

SOLUTION

Rehmann is an approved vendor through the MiDeal Extended Purchasing Program, which allows the City to benefit from competitively procured pricing. The proposed three-year agreement with Rehmann includes the annual financial audit, Single Audit (as applicable), and preparation of the Annual Comprehensive Financial Report.

Under the MiDeal program, the estimated annual fee for the City’s audit services is \$140,750.00. Rehmann is proposing to provide these services at further discounted rates, as outlined below:

Fiscal year 2024/25	\$100,000.00
Fiscal year 2025/26	\$105,000.00
Fiscal year 2026/27	\$110,200.00

FACILITATE IMPLEMENTATION

Approval of 3-year agreement to engage Rehmann to provide audit services at a cost of \$100,000.00 for fiscal year 2024/25, \$105,000.00 for fiscal year 2025/26, and \$110,200.00 for fiscal year 2026/27; and authorization for the Mayor and City Clerk to execute the appropriate document(s) in accordance with the Purchasing Coordinator.

ATTACHMENTS

- 1. City of Jackson Extension - 2025-2027

May 15, 2025

Heather Ehnis, Director of Finance
City of Jackson, Michigan
161 West Michigan Avenue
Jackson, MI 49201

Proposal to Extend Auditing Services Contract

Dear Ms. Ehnis:

We are writing to extend our sincere thanks to the City of Jackson for the opportunity we have had to be of service as the City's auditors for the past several years. We have enjoyed working with you and your staff. We trust that you feel that the City has benefited from our professional relationship as well. We would like to offer to extend our professional relationship for the next three years.

Fees for the next three years are outlined in the attached schedule. These fees are based on professional standards and MiDEAL rates, effective as of the date of this extension. The fees quoted may be subject to renegotiation if significant changes in professional standards or reporting requirements make our initial estimate of hours to complete the audit unrealistic. If any such changes occur, we will discuss the reasons with you and arrive at a new fee arrangement prior to incurring any additional charges.

Should the City require a single audit in accordance with the Uniform Guidance with more than one major program, additional fees ranging from \$6,500 to \$8,500 will apply for each major federal program. A fee range is provided due to the difficulty in predicting what programs the City might have in the future, the size of the funding and the ease/complexity that may be involved with the particular programs.

These fees are independent of any special projects for which a separate engagement is contracted. We will, of course, continue to be available throughout the year to answer general business questions, and to assist you or your staff with accounting for specific transactions without charge.

Again, we thank you for the continuing opportunity to be of service to the City, and we look forward to many more years of exceeding your expectations. If you have any questions regarding this extension, or if we can be of assistance to you in any, please do not hesitate to contact us.

Very truly yours,

Rehmann Robson



Nathan C. Baldermann, CPA, CGFM
Principal



Heather Ehnis, Finance Director
City of Jackson, Michigan
May 15, 2025
Page 2

The above proposal is hereby accepted for an additional 3 years.

Signature

Date

City of Jackson
Schedule of Professional Fees for the Audit
of the 2025 through 2027 Financial Statements

	<u>6/30/2025</u>	<u>6/30/2026</u>	<u>6/30/2027</u>
Proposed fees			
Audit services	\$ 90,000	\$ 94,500	\$ 99,200
Single audit, if applicable	10,000	10,500	11,000
ACFR drafting	Included	Included	Included
Total (not to exceed)	<u>\$ 100,000</u>	<u>\$ 105,000</u>	<u>\$ 110,200</u>
	<u>Estimated</u>	<u>MiDEAL</u>	<u>Average</u>
	<u>Hours</u>	<u>Hourly Rate</u>	<u>Total</u>
6/30/2025 audit			
Partners (Principals)	30	\$ 490	\$ 14,700
Senior Managers	120	365	43,800
Senior Associates	120	250	30,000
Staff Associates	275	190	52,250
<i>TOTAL</i>	<u>545</u>		<u>\$ 140,750</u>
Additional discount			(50,750)
Proposed fee			<u>\$ 90,000</u>
	<u>Estimated</u>	<u>Blended</u>	<u>Total</u>
	<u>Hours</u>	<u>Hourly Rate</u>	
6/30/2025 audit			
<i>TOTAL</i>	<u>545</u>	\$ 165	<u>\$ 90,000</u>
6/30/2026 audit			
<i>TOTAL</i>	<u>545</u>	\$ 173	<u>\$ 94,500</u>
6/30/2027 audit			
<i>TOTAL</i>	<u>545</u>	\$ 182	<u>\$ 99,200</u>



MEMO TO: Mayor and City Councilmembers
FROM: Jonathan Greene, City Manager
DATE: May 27, 2025
SUBJECT: Funding Letters for Pension Systems

Recommendation:

Receive the actuarial valuations as of June 30, 2024, for the Act 345 Policemen's & Firemen's Retirement Plan, the Employees' Retirement System, and the Policemen's and Firemen's Retirement System, and approve the actuarial funding necessary for the fiscal year 2025/2026.

Attached is a report from Heather Ehnis, Finance Director, regarding funding necessary for the fiscal year 2025/2026 per the actuarial valuations for the retirement systems.

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



DEPARTMENTAL REPORT

MEMO TO: Jonathan Greene, City Manager
FROM: Heather Ehnis, Chief Financial Officer
DATE: May 27, 2025

RECOMMENDATION: Receive the actuarial valuations as of June 30, 2024, for the Act 345 Policemen's & Firemen's Retirement Plan, the Employees' Retirement System, and the Policemen's and Firemen's Retirement System, and approve the actuarial funding necessary for the fiscal year 2025/2026.

ISSUE STATEMENT

Each year, the three City retirement systems (Act 345 Policemen's and Firemen's Retirement Plan, Employees' Retirement System and the Policemen's and Firemen's Retirement System) are required to certify to the City Council, for approval, the recommended contribution amounts to be made by the City to be paid into the funds.

DESCRIBE THE CONSEQUENCES

The City is required by the Act 345 of 1937 of Michigan statute (Act 345 Plan), the City of Jackson Code of Ordinances (Employees' Retirement System) and the Jackson City Charter (Policemen's and Firemen's Retirement System) to fund the systems.

The actuarial funding amounts for the City (employer contributions) recommended by the Actuary, Gabriel Roeder Smith and Company, and approved by the pension boards are as follows:

Act 345 Policemen's and Firemen's Retirement Plan	\$ 6,174,140
Employees' Retirement System	\$ 1,623,411
Policemen's and Firemen's Retirement System	\$ 12,937

OWNERSHIP

The pension system boards are responsible for receiving and approving actuarial valuations performed at the end of each fiscal year to measure the pension systems' funding progress. These valuations determine the employer contribution rate for the next fiscal year end (July 11, 2025 through June 20, 2026), and the actuarial information for Governmental Accounting

Standards Board Statement No. 67. The Finance Department staffs the three pension systems and submits the valuation results each year to City Council.

SOLUTION

Requested action by the City Council is to approve the amounts of the City’s contributions to the pension systems.

FACILITATE IMPLEMENTATION

Receive the actuarial valuations as of June 30, 2024 for the Act 345 Policemen’s & Firemen’s Retirement Plan, the Employees' Retirement System, and the Policemen’s and Firemen’s Retirement System, and approve the actuarial funding necessary for the fiscal year 2025/2026.

ATTACHMENTS

- 1. Pension Contribution Letters
- 2. 2024 345
- 3. 2024 ERS
- 4. 2024 P&F

May 14, 2025

The Honorable Mayor and
Members of the City Council
Jackson, Michigan

In accordance with Rule 15.1 of the City of Jackson Act 345 Retirement System, the Board of Trustees must certify to the City Council each year the amount of public funds needed to meet the requirements for annuities, benefits and other payments of the Retirement System for the ensuing fiscal year.

The adopted actuarial valuation of June 30, 2024 recommends that the 2025/26 contribution be as follows:

Employer (City) Contribution at 98.94% of payroll	\$6,174,140
--	--------------------

The computed employer contribution for the fiscal year ending June 30, 2026 is \$6,174,140 or 98.94% of total gross payrolls of the Police and Fire Department employees who are members of the Act 345 Retirement System. This is an increase of \$44,759 from the fiscal year ending June 30, 2025 contribution amount of \$6,129,381 which was 103.94% of total gross payrolls.

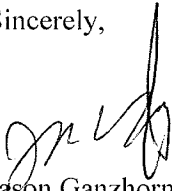
The return on actuarial value for the fiscal year was 8.16% compared to the assumed rate of return of 6.00%. The prior fiscal year's return on actuarial value was 6.37 % compared to the assumed rate of 6.00%

As of the valuation date, the Unfunded Actuarial Accrued Liability (UAAL) was \$20,224,881 and the funded ratio (the ratio of the Actuarial Value of Assets to the Actuarial Accrued Liability) was 75.7%. At the time of last year's valuation, the UAAL was \$25,271,383 and the funded ratio was 69.7%.

The City is presently levying 8.45 mills to finance the Act 345 Retirement System. The tentative millage rate required to meet the recommended City contribution for the fiscal year 2025/2026 is 8.025 mills.

The Board of Trustees of the City of Jackson's Act 345 Retirement System hereby certifies to the City Council the amount of appropriation needed to operate said retirement system.

Sincerely,


Jason Ganzhorn
Chairman

JG/sb

May 14, 2025

The Honorable Mayor and
Members of the City Council
Jackson, Michigan

In accordance with the Jackson City Code, Chapter 2, Section 2.534, the Board of Trustees of the City of Jackson Employees Retirement System shall annually certify to the City Council the contributions necessary to meet the requirements for annuities, benefits and other payments of the Retirement System for the ensuing fiscal year.

The adopted actuarial valuation of June 30, 2024 recommends that the 2025/26 contribution be as follows:

Employer (City) Contribution at 14.02 % of payroll	\$1,623,411
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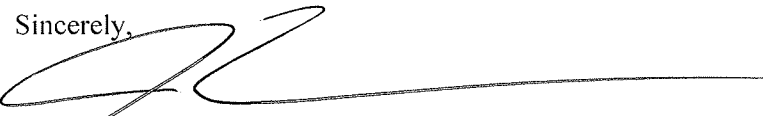
The computed employer contribution for the fiscal year ending June 30, 2026 is \$1,623,411 or 14.02% of expected covered payroll. This is an increase of \$275,591 from the fiscal year ending June 30, 2025, which had a contribution amount of \$1,347,820 or 12.04% of covered payroll.

The return on actuarial value for the fiscal year was 7.6% compared to assumed rate of return of 6.00%. The prior fiscal year's return on actuarial value was 6.3% compared to assumed rate of return of 6.45%.

As of the valuation date, the Unfunded Actuarial Accrued Liability (UAAL) is \$18,103,037 and the funded ratio (the ratio of the Actuarial Value of Assets to the Actuarial Accrued Liability) is 71.5%. At the time of last year's valuation, the UAAL was \$15,583,266, and the funded ratio was 74%.

The Board of Trustees of the City of Jackson Employees Retirement System hereby certifies to the City Council the amount of appropriation needed to operate the retirement system.

Sincerely,



Jonathan Greene, Chairman
City of Jackson Employees Retirement System

JG/sb

May 14, 2025

The Honorable Mayor and
Members of the City Council
Jackson, Michigan

In accordance with Serial Section 231, Section 19(f) of the City Charter, the Board of Trustees of the City of Jackson Policemen's & Firemen's Pension Fund must certify to the City Council each year the amount of public funds needed to meet the requirements for said Fund for the ensuing fiscal year.

The adopted actuarial valuation of June 30, 2024 recommends that the 2025/26 contribution be as follows:

Employer (City) Contribution	\$12,937
-------------------------------------	-----------------

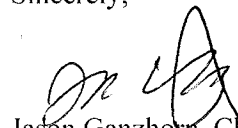
The computed employer contribution for the fiscal year ending June 30, 2026 is \$12,937. This compares with the employer contribution for the fiscal year ending June 30, 2025 of \$56,955 –a decrease of \$44,018.

The return on actuarial value for the fiscal year was 10.2% compared to the assumed rate of return of 6.0%. The prior fiscal year's return on actuarial value was 9.5%.

As of the valuation date, the Unfunded Actuarial Accrued Liability (UAAL) is (\$30,751) and the funded ratio (the ratio of the Actuarial Value of Assets to the Actuarial Accrued Liability) is 100.9%. At the time of last year's valuation, the UAAL was \$397,147 and the funded ratio was 89.5%.

The Board of Trustees of the City of Jackson's Policemen's and Firemen's Pension Fund hereby certifies to the City Council the amount of \$12,937 as the appropriation needed to operate said Fund in accordance with the City Charter and the State Constitution and per the computations of the actuary for the Fund.

Sincerely,



Jason Ganzhorn, Chairman
City of Jackson Policemen's and Firemen's Pension Fund

JG/sb

City of Jackson Act 345 Policemen and Firemen Retirement System

Actuarial Valuation Report
as of June 30, 2024



Outline of Contents

Actuarial Valuation Report as of June 30, 2024

Pages	Items
- -	Cover Letter
1-5	Executive Summary
	Valuation Results and Comparative Information
A-1	Funding Objective and Contribution Rates
A-2	Contributions to Fund Benefits
A-3	Determining Employer Dollar Contributions
A-4	Experience Gain (Loss)
A-5	Development of Actuarial Value of Retirement System Assets
A-6	Valuation Results Comparative Schedule
A-7	Funded Ratio Projection
A-8	Projected Future Employer Contributions
A-9	Summary Statement of System Resources and Obligations
A-10	Other Observations
A-11/12	Risk Measures
A-13	Low-Default-Risk Obligation Measure
	Summary of Benefit Provisions and Valuation Data
B-1/4	Summary of Act 345 Benefit Conditions
B-5/7	Retired Life Data
B-8/9	Active Members Data
B-10	Asset Information Submitted for Valuation
	Funding Objective, Summary of Valuation Process, Methods and Assumptions
C-1/2	Basic Funding Objective and Operation of the Retirement System
C-3/4	Actuarial Valuation Process
C-5/6	Actuarial Cost Method
C-7/11	Actuarial Assumptions Used for the Valuation
C-12	Miscellaneous and Technical Assumptions
C-13	Glossary



January 30, 2025

Board of Trustees
City of Jackson Act 345 Policemen and
Firemen Retirement System
Jackson, Michigan

**Re: City of Jackson Act 345 Policemen and Firemen Retirement System Actuarial Valuation
as of June 30, 2024**

Dear Board Members:

The results of the June 30, 2024 Annual Actuarial Valuation of the City of Jackson Act 345 Policemen and Firemen Retirement System are presented in this report.

This report was prepared at the request of the Board and is intended for use by the Retirement System and those designated or approved by the Board. This report may be provided to parties other than the System only in its entirety and only with the permission of the Board. GRS is not responsible for unauthorized use of this report.

The purposes of the valuation are to measure the System's funding progress and to determine the employer contribution rate for the fiscal year ending June 30, 2026 (beginning July 1, 2025). Information required by Statement Nos. 67 and 68 of the Governmental Accounting Standards Board (GASB) are provided in separate reports. This report should not be relied on for any purpose other than the purposes described herein. Determinations of financial results associated with the benefits described in this report for purposes other than those identified above may be significantly different.

The contribution amount in this report is determined using the actuarial assumptions and methods disclosed in Section C of this report. This report includes risk measures on pages A-11 and A-12 but does not include a more robust assessment of the risks of future experience not meeting the actuarial assumptions. Additional assessment of risks was outside the scope of this assignment. We encourage routine review and assessment of investment and other significant risks that may have a material effect on the System's financial condition.

We have assessed that the contribution rate calculated under the current funding policy is a reasonable Actuarial Determined Employer Contribution (ADEC) and it is consistent with the plan accumulating adequate assets to make benefit payments when due.

This valuation assumed the continuing ability of the plan sponsor to make the contributions necessary to fund this plan. A determination regarding whether or not the plan sponsor is actually able to do so is outside our scope of expertise and was not performed.

This report was prepared using our proprietary valuation model and related software which, in our professional judgment, has the capability to provide results that are consistent with the purposes of the valuation and has no material limitations or known weaknesses. We performed tests to ensure that the model reasonably represents that which is intended to be modeled.

The findings in this report are based on data and other information through June 30, 2024. This valuation was based upon information furnished by the City, concerning Retirement System benefits, financial statements, plan provisions and active members, terminated members, retirees and beneficiaries. We checked for internal reasonability and year-to-year consistency, but did not audit the data. We are not responsible for the accuracy or completeness of the information provided by the System Administrator.

The actuarial methods and assumptions used in the valuation are summarized in Section C of this report. The assumptions are established by the Retirement System's Board of Trustees after consulting with the actuary. The actuarial assumptions used for the valuation produce results which, individually and in the aggregate are reasonable. The combined effect of the assumptions, excluding prescribed assumptions or methods set by law, is expected to have no significant bias (i.e., not significantly optimistic or pessimistic).

This report has been prepared by actuaries who have substantial experience valuing public employee retirement systems. To the best of our knowledge, the information contained in this report is accurate and fairly presents the actuarial position of the System as of the valuation date. All calculations have been made in conformity with generally accepted actuarial principles and practices, and with the Actuarial Standards of Practice issued by the Actuarial Standards Board.

James R. Sparks, Derek Henning and Abra D. Hill are Members of the American Academy of Actuaries (MAAA) and meet the Academy's Qualification Standards to render the actuarial opinions contained herein.

The signing actuaries are independent of the plan sponsor.

Gabriel, Roeder, Smith & Company will be pleased to review this valuation report with the Board of Trustees and to answer any questions pertaining to the valuation.

Respectfully submitted,
Gabriel, Roeder, Smith & Company



James R. Sparks, ASA, FCA, MAAA



Derek Henning, ASA, EA, FCA, MAAA



Abra D. Hill, ASA, FCA, MAAA

JRS/DH/ADH:sc

C1115



EXECUTIVE SUMMARY

Executive Summary

Valuation Date	June 30, 2023	June 30, 2024
Contribution for Fiscal Year Ending	June 30, 2025	June 30, 2026
Assumed Investment Rate of Return	6.00%	6.00%
Recommended Employer Contributions		
Annual Amount	\$ 6,129,381	\$ 6,174,140
Percentage of Projected Covered Payroll	103.94%	98.94%
Membership		
Number of		
Active Members	74	75
Retirees and Beneficiaries	181	181
Inactive, Non-retired Members	5	4
Total	260	260
Total Active Member Payroll	\$ 5,585,391	\$ 5,910,720
Total Pensions Being Paid	\$ 5,693,574	\$ 5,733,582
Assets		
Market Value	\$57,284,886	\$63,824,966
Actuarial Value	58,138,487	63,086,551
Return on Market Value	9.79%	11.05%
Return on Actuarial Value	6.37%	8.16%
Ratio - Actuarial Value to Market Value	101.5%	98.8%
Actuarial Information		
Normal Cost %	16.16%	17.44%
Actuarial Accrued Liability (AAL)	\$83,409,870	\$83,311,432
Unfunded Actuarial Accrued Liability (UAAL)	25,271,383	20,224,881
Funded Ratio	69.7%	75.7%
Amortization Period (Active UAAL as of 6/30/2015)	6 years	5 years
Amortization Period (Retired UAAL as of 6/30/2015)	2 years	1 year
Amortization Period (Future (Gains)/Losses on UAAL)	15 years	15 years

Highlights/Changes

- The Recommended Employer Contribution for the fiscal year ending June 30, 2026 is \$6,174,140. Based upon the Board's current layered amortization schedule, future Recommended Employer Contributions beyond FY 2026 are anticipated to decrease significantly (roughly halve).
- Updated labor agreements changed the retirement eligibility of active members to 25 years of service, regardless of age. While this increased liabilities, member contribution rates were increased (both temporarily and permanently) to fund the increase cost.
- Membership and investment experience during the year was favorable in aggregate:
 - Experience gains occurred in the following risk areas:
 - Investment return for the year was 11.05% on a market value basis. The rate of return on an Actuarial Value of Assets basis was 8.16% vs. 6.00% assumed.
 - Higher retiree mortality than expected for the year.
 - Experience losses occurred primarily as a result of pay increases for returning active members being higher than assumed.

The Executive Summary gives an overview of the report. It cannot be used as a substitute for a thorough reading of the full report.



Executive Summary

Actuarial Valuation

This report presents the actuarial valuation of the City of Jackson Act 345 Policemen and Firemen Retirement System prepared as of June 30, 2024. Valuations are prepared annually.

The primary purposes of the valuation report are to measure the System's liabilities, to determine the required employer contribution rate based upon the System's funding policy and to analyze changes in the System's actuarial position.

In addition, the report provides summaries of the member data, financial data, plan provisions, and actuarial assumptions and methods.

Financing Objectives

The System is supported by member contributions, employer contributions, and net earnings on the investments of the fund. The employer contribution is determined by the actuarial valuation.

The combined member and employer contributions are intended to be sufficient to pay the normal cost and to amortize the Unfunded Actuarial Accrued Liability (UAAL). The UAAL as of June 30, 2024 is financed over multiple level percent of pay closed periods of no greater than 15 years. Unfunded liabilities associated with experience deviations, benefit changes, or assumption changes in future years are to be amortized over a closed period not exceeding 15 years beginning with the valuation year in which they arise. The sources and financing of the UAAL are shown on page A-2.

Amortization Policy

In conjunction with the Funding Policy Study dated April 11, 2016, the Board approved an alternate funding policy. The newly adopted funding policy reduced the 20-year open level percent of pay amortization for the Active UAAL as of 6/30/2015 to a 15-year closed amortization period. The 12-year closed amortization period for the Retiree UAAL as of 6/30/2015 was unchanged at that time.

In conjunction with the Funding Policy Study dated March 21, 2018, the Board adopted to reduce the above amortization periods (13-years and 10-years remained as of the June 30, 2017 valuation) down one additional year to 12-year and 9-year closed amortizations respectively.

In conjunction with the Assumption Review Study dated January 18, 2019, the Board adopted to reduce the remaining 9-year closed amortization for the Retiree UAAL as of 6/30/2015 to an 8-year closed amortization (as of June 30, 2017 Actuarial Valuation, but not effective until the June 30, 2018 Actuarial Valuation). The 12-year closed amortization period for the Active UAAL as of 6/30/2015 was unchanged at that time.

As of the June 30, 2024 Actuarial Valuation, the closed amortization for the Retiree UAAL as of 6/30/2015 is now at 1 year and the amortization for the Active UAAL as of 6/30/2015 is now at 5 years. Additional (increases)/decreases in the UAAL beyond 6/30/2015 were amortized over separate 15-year closed periods beginning in the year they arose.

Future (increases)/decreases to the UAAL will be amortized separately ("new layers") over 15-year closed amortization periods. This "layered amortization" approach developed an "amortization schedule" of contribution rates which can be viewed at the bottom of page A-2. The most recent layers were created during this past 2024 Fiscal Year.

This schedule may require periodic review by the Board to combine amortization basis to smooth future contributions.



Executive Summary

Contribution Requirement

The recommended employer contribution for the fiscal year ending June 30, 2026 (beginning July 1, 2025) is \$6,174,139, or 98.94% of projected covered payroll. Contributions are assumed to be paid monthly, throughout the fiscal year. See page A-2 for a detailed breakdown of the recommended employer contribution.

This valuation assumes that the plan sponsor will be able to make future contributions on a timely basis. Failure to receive the recommended employer contributions on a timely basis could jeopardize the sustainability of the System. We did not perform an analysis of the ability of the plan sponsor to make future contributions. Such an analysis is not within the scope of our assignment or within our analytical skill set.

Assets

The Actuarial Value of Assets is a smoothed version of the Market Value of Assets. A smoothed value is used in order to dampen some of the year-to-year fluctuations in valuation results that would occur if the Market Value were used each year. The Actuarial Value of Assets (AVA) as of June 30, 2024 was \$63,086,555. The Market Value of Assets (\$63,824,966) is currently higher than the Actuarial Value of Assets by \$738,411 as of the valuation date (see page A-5). The difference is attributable to net unrecognized investment gains and will be recognized over the next three years.

Currently, there is no limit set by the Board for how far the Actuarial Value of Assets may deviate from the Market Value of Assets. The Board may wish to implement a “corridor,” which restricts the Actuarial Value of Assets to a range of the Market Value of Assets (such as +/- 20%). In the current environment, restricting the Actuarial Value of Assets to between 80% and 120% of the Market Value of Assets will not change the Actuarial Value of Assets, as it is already between 80% and 120%. Regardless of Board action, we will continue to monitor this difference on an annual basis.

Funded Status

As of the valuation date, the Actuarial Accrued Liability (AAL) was \$83,311,432 and the Actuarial Value of Assets (AVA) was \$63,086,555, resulting in an Unfunded Actuarial Accrued Liability (UAAL) of \$20,224,877. The funded ratio (the ratio of the Actuarial Value of Assets to the Actuarial Accrued Liability) was 75.7%. At the time of last year’s valuation, the UAAL was \$25,271,383, and the funded ratio was 69.7%. Currently, the Actuarial Value of Assets is 98.8% of the Market Value of Assets. On a Market Value of Assets basis, the funded ratio would have been 76.6%. See page A-6 for a historical schedule of funded ratios.

The Funded Status and Unfunded Actuarial Accrued Liability are not appropriate for assessing the sufficiency of plan assets to cover the estimated cost of settling the plan’s benefit obligations. By themselves, these measures are not appropriate for assessing the need for or the amount of future employer contributions.

Executive Summary

Plan Provisions

There were benefit changes included in the current valuation: active member contribution rates were increased for certain groups (both temporarily and permanently), and all members are now eligible to retire at any age with 25 years of service. The temporary increase on member contributions (in addition to the permanent increase) was an additional 1.50% for 5 year beginning January 1, 2024. Please see the Summary of Benefits in Section B for full detail on the current plan provisions.

Actuarial Assumptions and Methods

In determining costs and liabilities, actuaries use assumptions about the future, such as rates of salary increase, probabilities of retirement, termination, death and disability, and an investment return assumption. The Board of Trustees sets the actuarial assumptions and methods considering recommendations made by the plan's actuary and other advisors. Actuarial assumptions were most recently reviewed and adopted by the Board of Trustees for the June 30, 2023 Actuarial Valuation. The rationales for the assumptions are described in the 2017-2022 Experience Study report dated July 31, 2023.

In conjunction with the 2017-2022 Experience Study, assumption changes were included in the June 30, 2023 Actuarial Valuation.

There were no assumption changes for the June 30, 2024 Actuarial Valuation other than to incorporate updated the plan provisions discussed above.

It is our recommendation that the Board conduct regular reviews of the actuarial assumptions, such as every 5 years. This period is industry standard and complies with Public Act 202. The next review of assumptions would be scheduled to follow the June 30, 2027 Actuarial Valuation.

Actuarial Experience

Net experience of the Retirement System was favorable during the year ending June 30, 2024, resulting in a net gain of about \$1.2 million. Investment return (on the Actuarial Value of Assets) above the assumed rate of return of 6.00% attributed to a gain of about \$1.2 million. There was also a small net gain (less than \$0.1 million) attributable to non-investment System experience during the year – made up of offsetting experience relating to pay increases (higher than assumed) and retiree mortality (higher than assumed).

The investment rate of return for the fiscal year ending 2024 on a Market Value basis was 11.05%, and 8.16% on an Actuarial Value basis. The reason these figures differ is because the Actuarial Value of Assets smooths prior investment gains and losses over a four-year period.

Executive Summary

Looking Forward

Future employer contributions in the absence of actuarial gains or losses are expected to remain fairly level as a percent of payroll over the next two years (through June 30, 2026). After these two years, the computed employer contribution rate is expected to nearly halve. At this time, the System is projected to have a funded ratio of over 80%.

Member contributions were increased by 1.50% for five years effective January 1, 2024 to fund benefit provision changes to the System. As of the Recommended Employer Contribution rate for the fiscal year beginning July 1, 2025, 3.5 years would remain on this employee contribution schedule.

Additionally, the total normal cost for new hires is expected to be lower than that of current active members hired prior to July 1, 2012. As lower cost new hires replace the higher cost current active population, the total contribution rate is expected to further decline. See page A-7 and A-8 for projected future contributions based upon the Board's Funding Policy.

Michigan Public Act 202

Michigan Public Act 202 (PA 202) was signed into law December 20, 2017 and requires local units of government to electronically submit Form 5572 to the Michigan Department of Treasury (DOT) on an annual basis to evaluate the funded status of the retirement pension system. The local unit of government is considered underfunded if the actuarial accrued liability of a retirement pension system is less than 60% funded, and if the annual required contribution for all of the retirement systems of the local unit of government is greater than 10% of annual general fund operating revenues. An underfunded local unit of government is required to develop and submit for approval a corrective action plan for the local unit of government.

The Michigan State Treasurer has established uniform actuarial assumptions as required by PA 202 for use with the annual Form 5572 (Retirement System Annual Report).

The current valuation assumptions and/or methods used by the System match or fall in the range of uniform assumptions established by the Treasurer for PA 202 reporting purposes.

The following information has been prepared to provide some of the information necessary to complete the pension reporting requirements for the State of Michigan's Local Government Retirement System Annual report (Form 5572). Additional resources are available on the State website.

Line	Descriptive Information	
18	Actuarial Assumptions	
19	Actuarial assumed Rate of Investment Return	6.00%
20	Amortization method utilized for funding the system's unfunded actuarial accrued liability, if any	Level Percent, Layered
21	Amortization period utilized for funding the system's unfunded actuarial accrued liability, if any	4*
22	Is each division within the system closed to new employees?	No
23	Uniform Assumptions	
24	Enter retirement pension system's actuarial value of assets using uniform assumptions	\$ 63,086,551.00
25	Enter retirement pension system's actuarial accrued liabilities using uniform assumptions	\$ 83,311,432.00
26	Funded ratio using uniform assumptions	75.7%
27	Actuarially Determined Contribution (ADC) using uniform assumptions	\$ 6,174,140.00
28	All systems combined ADC/Governmental fund revenues	Automatically Calculated

* Weighted average of amortization layers.



SECTION A

VALUATION RESULTS AND COMPARATIVE INFORMATION

Funding Objective

The funding objective of the Retirement System is to establish and receive contributions throughout the working lifetime of the members which, when combined with investment earnings, are sufficient to provide benefits during retirement.

Contribution Rates

The Retirement System is supported by member contributions, City contributions and investment income from Retirement System assets.

Contributions which satisfy the funding objective are determined by the annual actuarial valuation and are sufficient to:

- (1) Cover the actuarial present value of benefits allocated to the current year by the actuarial cost method described in Section C (the normal cost); and
- (2) Finance over a period of future years the actuarial present value of benefits not covered by the actuarial value of assets and anticipated future normal costs (Unfunded Actuarial Accrued Liability).

Computed contribution rates for the fiscal year beginning July 1, 2025 are shown on page A-2.

Contributions to Fund Benefits Expressed as Percent of Active Member Payroll for the Fiscal Year Ending June 30

Contributions for Fiscal Year Ending June 30,	2025	2026
Normal Cost		
Age & service	11.79 %	13.30 %
Casualty	2.04	1.56
Refunds	1.08	1.33
Administrative Expenses	1.25	1.25
Total	16.16	17.44
Member contributions*	7.46	8.77
Employer Normal Cost	8.70	8.67
Unfunded Actuarial Accrued Liability		
Retirants and beneficiaries (as of 6/30/2015)	53.26	51.71
Active members (as of 6/30/2015)	30.93	29.58
Experience (Gain)/Loss in Fiscal Years 2016+	(2.24)	(3.93)
Changes in Benefit Provisions	(1.89)	(1.84)
Changes in Actuarial Assumptions/Methods	15.19	14.74
Total	95.24	90.27
Recommended Employer Contribution Rate	103.94 %	98.94 %
Recommended Employer Contribution Dollar Amount	\$6,129,381	\$6,174,140

* Computed as an average rate based upon expected average contributions for the 2024 and 2025 fiscal years, respectively. This rate is anticipated to decline as Non-Hybrid members are replaced with Hybrid members.

Detailed Illustration of Employer Contribution for Unfunded Actuarial Accrued Liability						
Year Established	Amortization Period (Yrs)		Unfunded Actuarial Accrued Liability (UAAL)		UAAL Contribution for Fiscal Year Ending June 30, 2026	
	Initial	Remaining	Initial Amount*	Amount as of Valuation Date June 30, 2024	Dollar	% of Pay
Retiree Unfunded Actuarial Accrued Liability as of 6/30/2015						
6/30/2015	12	1	\$ 21,017,653	\$ 6,008,229	\$ 3,227,002	51.71 %
Active Unfunded Actuarial Accrued Liability as of 6/30/2015						
6/30/2015	15	5	\$ 16,718,160	\$ 9,713,503	\$ 1,845,811	29.58 %
(Gain)/Loss Amortization Layers (Fiscal Years 6/30/2016 and thereafter)						
<i>Changes from Experience</i>						
6/30/2016	15	7	\$ (46,697)	\$ (35,905)	\$ (5,280)	(0.08)%
6/30/2017	15	8	(160,450)	(132,506)	(17,582)	(0.28)%
6/30/2018	15	9	797,719	699,136	84,734	1.36 %
6/30/2019	15	10	805,286	743,526	83,137	1.33 %
6/30/2020	15	11	(89,709)	(86,545)	(9,001)	(0.14)%
6/30/2021	15	12	(3,321,864)	(3,325,446)	(323,952)	(5.19)%
6/30/2022	15	13	\$562,032	\$580,422	\$53,270	0.85 %
6/30/2023	15	14	(10,188)	(10,799)	(938)	(0.02)%
6/30/2024	15	15	(1,420,883)	(1,220,883)	(109,452)	(1.75)%
<i>Changes from Benefit Provisions</i>						
6/30/2017	15	8	\$ (1,046,749)	\$ (864,449)	\$ (114,700)	(1.84)%
1/1/2024	5	3.5	\$ 398,817	\$ 377,099	\$ 93,604	1.50 %
1/1/2024 ^	5	3.5	N/A	N/A	\$ (93,604)	(1.50)%
<i>Changes from Actuarial Assumptions/Methods & Non-recurring Items</i>						
6/30/2018	15	9	\$ 6,672,309	\$ 5,847,741	\$ 708,735	11.36 %
6/30/2019	15	10	1,889,080	1,744,200	195,026	3.13 %
6/30/2023	15	14	176,941	187,557	16,299	0.26 %
Total UAAL Contribution				\$ 20,224,881	\$ 5,633,107	90.27 %

* A negative UAAL initial amount represents actuarial gains or other reductions to liabilities versus expectations.

^ UAAL contribution funded through temporarily increased employee contribution rate.



Determining Employer Dollar Contributions

For any period of time, the percent-of-payroll contribution rate needs to be converted to dollars.

The recommended procedure when the population is stable is: (1) at the end of each payroll period, multiply the active member payroll for the period by the employer contribution percent; and (2) promptly contribute the dollar amount so determined.

The total active member payroll used for this valuation was \$5,910,720. Applying the computed employer contribution rate of 98.94% to this payroll and adjusting for the time lag between the valuation date and the assumed contribution period (July 1, 2025 to June 30, 2026) produces a recommended employer contribution of \$6,174,139 for the 2026 fiscal year.

In an environment when the population is projected to decline by the time contributions are made, we recommend contributing the dollar amount shown above.

Actual employer contributions made to the trust for the last completed fiscal year were \$5,922,297.

For Illustrative Purposes, the Actuarial Value of Assets of \$63,086,555 were allocated as shown below. Please see page A-5 for information concerning the derivation of the Actuarial Value of Assets.

Reserves for	Present Valuation Assets Applied to			Totals
	Member Actuarial Accrued Liability	Retired Life Actuarial Liability	Contingency Reserve	
Employees' Contributions	\$4,882,636			\$ 4,882,636
Employer Contributions		\$110,330,492		110,330,492
Retired Benefit Payments		(52,126,577)		(52,126,577)
Totals	\$4,882,636	\$ 58,203,915	none	\$ 63,086,551

Experience Gain (Loss)

June 30, 2024

	Actuarial Accrued Liability (A)	Actuarial Value of Assets (B)	Unfunded Actuarial Accrued Liability (C) = (A) - (B)
(1) Value at start of year	\$83,409,870	\$ 58,138,487	\$ 25,271,383
(2) Normal Cost*	855,683	N/A	855,683
(3) Actual contributions^	N/A	6,408,112	(6,408,112)
(4) Disbursements	(6,208,406)	(6,208,406)	-
(5) Interest accrual	4,844,011	3,494,300	1,349,711
(6) Expected value before changes	82,901,158	61,832,493	21,068,665
(7) Increase due to plan amendment [#]	421,429	44,330	377,099
(8) Increase due to revised assumptions	-	-	-
(9) Expected value after changes	83,322,587	61,876,823	21,445,764
(10) Actual value at end of year	83,311,432	63,086,551	20,224,881
(11) Gain/(loss) (9) - (10) for Liabilities (10) - (9) for Assets	\$ 11,155	\$ 1,209,728	\$ 1,220,883

* Excludes assumed administrative expenses.

^ Excludes additional 1.5% employee UAAL contributions (included in (7)).

[#] Includes estimated additional contributions during 2024 as a result of plan amendment changes.

The total experience gain of \$1,220,887 is to be amortized over a level percent-of-pay closed 15-year period (with a negative amortization payment). See the section titled Amortization Policy on page 2, a description of the amortization policy.

Valuation Date June 30,	Total Actuarial Gain/(Loss)
2015	\$ (666,196)
2016	(46,697)
2017	(160,450)
2018	797,719
2019	805,286
2020	89,709
2021	3,321,864
2022	(562,032)
2023	10,188
2024	1,220,883



Development of Actuarial Value of Retirement System Assets

Year Ended June 30:	2023	2024	2024	2025	2026
A. Actuarial Value Beginning of Year	\$54,938,592	\$58,138,487			
B. Market Value End of Year	57,284,886	63,824,966			
C. Market Value Beginning of Year	52,454,860	57,284,886			
D. Non-Investment Net Cash Flow	(291,295)	\$196,967			
D1. Projected Rate of Return	6.00%	6.00%			
E. Investment Income					
E1. Market Total: B – C – D	5,121,321	6,343,113			
E2. Amount for Immediate Recognition:					
D1 * (A + D / 2)	3,287,577	3,494,218			
E3. Amount for Phased-In Recognition: E1-E2	1,833,744	2,848,895			
F. Phased-In Recognition of Investment Income					
F1. Current Year: 0.25 x E3	458,436	712,224			
F2. First Prior Year	(2,315,130)	458,436	\$ 712,224		
F3. Second Prior Year	2,401,355	(2,315,130)	458,436	\$ 712,224	
F4. Third Prior Year	(341,048)	2,401,349	(2,315,128)	458,436	\$ 712,223
F5. Total Recognized Investment Gain:					
F1 + F2 + F3 + F4	203,613	1,256,879	(1,144,468)	1,170,660	712,223
G. Actuarial Value End of Year: A + D + E2 + F5	58,138,487	63,086,551			
H. Difference Between Market & Actuarial Value	(853,601)	738,415			
I. Ratio of Actuarial to Market Value of Assets	101.5%	98.8%			
J. Recognized Rate of Return	6.37%	8.16%			
K. Market Rate of Return	9.79%	11.05%			

The Actuarial Value of Assets recognizes assumed investment income (line E2) fully each year. Differences between actual and assumed investment income (line E3) are phased-in over a four-year period. During periods when investment performance exceeds the assumed rate, Actuarial Value of Assets will tend to be less than Market Value. During periods when investment performance is less than the assumed rate, Actuarial Value of Assets will tend to be greater than market value. The Actuarial Value of Assets is intended to be unbiased with respect to market Value.



Valuation Results Comparative Schedule

Valuation Date June 30,	Valuation Payroll	Actuarial Accrued Liability (AAL)	Actuarial Value of Assets (AVA)	Unfunded Actuarial Accrued Liability (UAAL)	Funded Ratio	Amortization Period (Years) of UAAL				Computed Employer Contribution			
						Total/ Active	Retired	Financed	Employee (Gain)/Loss [^]	FYE	%	Recommended	Actual
1986	\$ 1,907,000	\$ 13,147,141	\$ 4,291,075	\$ 8,856,066	32.6 %	30 yrs.				1988	33.62 %	\$ 694,603	\$ 701,708
1991 (a)	4,049,000	27,711,002	8,334,922	19,376,080	30.1	25				1993	39.18	1,719,200	1,719,200
1992	4,299,000	29,780,358	9,670,249	20,110,109	32.5	24				1994	39.28	1,829,821	1,829,821
1993	4,502,000	31,421,808	10,423,845	20,997,963	33.2	23				1995	40.05	1,953,923	1,953,923
1994 (a)	4,778,000	34,594,939	11,429,000	23,165,939	33.0	22				1996	40.81	2,097,978	2,097,978
1995	5,119,000	36,641,978	13,099,449	23,542,529	35.7	21				1997	40.39	2,224,513	2,224,513
1996	5,381,000	38,080,137	15,136,941	22,943,196	39.8	20				1998	39.46	2,284,381	2,284,381
1997	5,498,000	39,109,052	17,657,404	21,451,648	45.1	19				1999	38.38	2,270,386	2,270,386
1998 (a)	5,697,000	39,553,492	21,277,144	18,276,348	53.8	18				2000	33.63	2,051,490	2,051,490
1999	5,598,000	40,911,155	24,372,290	16,538,865	59.6	17				2001	32.72	1,970,575	1,970,575
2000	5,772,726	42,660,487	27,747,780	14,912,707	65.0	16				2002	30.88	1,882,139	1,882,139
2001	5,942,253	44,125,761	29,554,922	14,570,839	67.0	15				2003	29.86	1,895,548	1,895,548
2002 (a)	6,071,301	45,681,002	28,905,621	16,775,381	63.3	14				2004	33.81	2,192,507	2,192,507
2003 (a)	6,213,210	47,131,125	27,836,691	19,294,434	59.1	13				2005	37.16	2,466,634	2,466,634
2004 (a)	6,138,055	49,059,955	27,218,077	21,841,878	55.5	12				2006	41.89	2,807,991	2,327,991
2005 (a)	6,321,086	51,434,111	27,760,835	23,673,276	54.0	11				2007	44.89	3,098,776	3,098,776
2006	6,598,038	53,569,342	29,893,085	23,676,257	55.8	10				2008	45.66	3,289,972	3,289,972
2007 (a)	6,420,709	56,554,037	33,249,631	23,304,406	58.8	10	10 yrs.			2009	45.74	3,191,716	3,191,716
2008 (a)	6,655,270	59,227,859	36,002,509	23,225,350	60.8	10	9			2010	46.53	3,256,531	3,256,531
2009 (a)	6,767,459	61,904,907	35,907,494	25,997,413	58.0	15	15			2011	37.7	2,772,800	2,772,800
2010 (a)	6,235,955	62,210,658	35,632,432	26,578,226	57.3	15	15			2012	43.74	2,843,528	2,843,528
2011	4,629,536	62,431,199	33,801,498	28,629,701	54.1	15	15			2013	57.05	2,870,342	2,870,342
2012 (b)	4,548,146	65,436,998	32,257,445	33,179,553	49.3	20	15			2014	60.94	3,012,344	3,012,344
2013 (a)	4,975,503	70,374,532	33,995,966	36,378,565	48.3	20	14			2015	66.96	3,534,236	3,534,236
2014	4,998,321	70,668,317	36,656,819	34,011,498	51.9	20	13			2016	62.99	3,339,966	3,709,507
2015 (a)(c)	4,643,191	75,272,788	37,536,975	37,735,813	49.9	15	12			2017	83.20	4,098,288	4,098,288
2016	4,487,630	75,729,167	38,847,990	36,881,177	51.3	14	11		15 yrs.	2018	88.63	4,219,714	4,219,714
2017 (a)	4,688,436	74,700,336	40,355,727	34,344,609	54.0	12	9		14-15	2019	88.91	4,422,430	4,422,430
2018 (a)	4,882,939	81,919,369	41,781,894	40,137,475	51.0	11	7		13-15	2020	107.32	5,559,682	5,559,682
2019 (a)	5,185,126	85,118,886	43,866,351	41,252,535	51.5	10	6		12-15	2021	107.55	5,916,061	5,916,061
2020	5,184,829	85,820,123	47,343,222	38,476,901	55.2	9	5		11-15	2022	107.99	5,939,831	5,939,831
2021	4,953,225	83,655,702	51,724,559	31,931,143	61.8	8	4		10-15	2023	107.99	5,674,911	5,674,911
2022	5,703,179	83,686,880	54,938,592	28,748,288	65.6	7	3		9-15	2024	97.88	5,922,297	5,922,297
2023 (a)	5,585,391	83,409,870	58,138,487	25,271,383	69.7	6	2		8-15	2025	103.94	6,129,381	
2024 (a)	5,910,720	83,311,432	63,086,551	20,224,881	75.7	5	1	3.5 yrs.	7-15	2026	98.94	6,174,140	

(a) After changes in benefit provisions and/or actuarial assumptions and actuarial cost methods.

(b) After issuance of the June 30, 2012 valuation report, the Board requested a change in the amortization period. These results reflect the new methodology.

(c) After closure to the Active & Retired amortization policies and creation of the Gain/(Loss) Amortization schedule.

[^] In valuation years 2016 and thereafter, Actuarial (Gains)/Losses on the Unfunded Actuarial Accrued Liability for System experience, benefit changes, assumption and method changes in a given year are amortized over a new level percent-of-pay closed 15-year periods.



Funded Ratio Projection

Based Upon Current Amortization Layers and 6.0% Return on Actuarial Value of Assets

Valuation Date June 30,	Actuarial Accrued Liability (AAL)	Actuarial Value of Assets (AVA)	Unfunded Actuarial Accrued Liability (UAAL)	Funded Ratio	Remaining Amortization Period (Years) of UAAL for Contributions Beginning July 1 of the Following Year				During Upcoming Fiscal Year		
					Active	Retired	Employee Financed	(Gain)/Loss Layers	Projected Total Contributions*	Projected Benefit Payments*	Assumed Investment Return on AVA
2024	\$ 83,311,432	\$ 63,086,551	\$ 20,224,881	76%	5 yrs.	1 yrs.	3.5 yrs.	7-15 yrs.	\$ 6,736,381	\$ 5,958,082	\$ 3,808,315
2025	83,248,451	67,673,165	15,575,287	81%	4	-	2.5	6-14	6,806,171	5,971,114	4,085,198
2026	83,206,379	72,593,419	10,612,959	87%	3	-	1.5	5-13	3,645,962	6,055,445	4,284,023
2027	83,072,938	74,467,958	8,604,980	90%	2	-	0.5	4-12	3,710,730	6,240,170	4,392,931
2028	82,735,240	76,331,449	6,403,791	92%	1	-	-	3-11	3,747,288	6,256,861	4,505,331
2029	82,375,284	78,327,207	4,048,078	95%	-	-	-	2-10	3,795,480	6,218,120	4,627,659
2030	82,061,616	80,532,226	1,529,390	98%	-	-	-	1-9	1,787,879	6,144,068	4,702,517
2031	81,838,953	80,878,554	960,399	99%	-	-	-	1-8	1,832,569	6,083,937	4,726,411
2032	81,692,694	81,353,597	339,098	100%	-	-	-	1-7	1,866,708	6,089,584	4,755,760
2033	81,541,754	81,886,480	(344,726)	100%	-	-	-	1-6	2,065,398	6,092,401	4,793,552
2034	81,394,858	82,653,029	(1,258,171)	102%	-	-	-	1-5	1,094,033	6,062,458	4,811,576
2035	81,288,197	82,496,180	(1,207,983)	101%	-	-	-	1-4	751,955	6,044,304	4,792,542
2036	81,220,739	81,996,373	(775,634)	101%	-	-	-	1-3	771,135	6,022,633	4,763,767
2037	81,192,689	81,508,642	(315,953)	100%	-	-	-	1-2	1,229,303	5,987,030	4,749,173
2038	81,223,387	81,500,088	(276,701)	100%	-	-	-	1	1,181,837	5,941,742	4,748,595
2039	81,333,332	81,488,778	(155,446)	100%	-	-	-	-	1,187,110	5,899,966	4,749,314
2040	81,525,236	81,525,236	(0)	100%	-	-	-	-	1,376,278	5,885,699	4,757,545

* Includes assumed administrative expenses.

Projection Notes:

This projection is a visualization of how the System will achieve 100% funded status if all future actuarial assumptions are met. Actuarial assumptions may or may not materialize over time.

This projection should not be construed as a forecast of actual cash flows or investment returns anticipated in the future. Specifically, projected benefit payments versus actual can deviate materially as a result of members' electing annuity withdrawal benefit options upon retirement (large lump-sum benefit payouts).

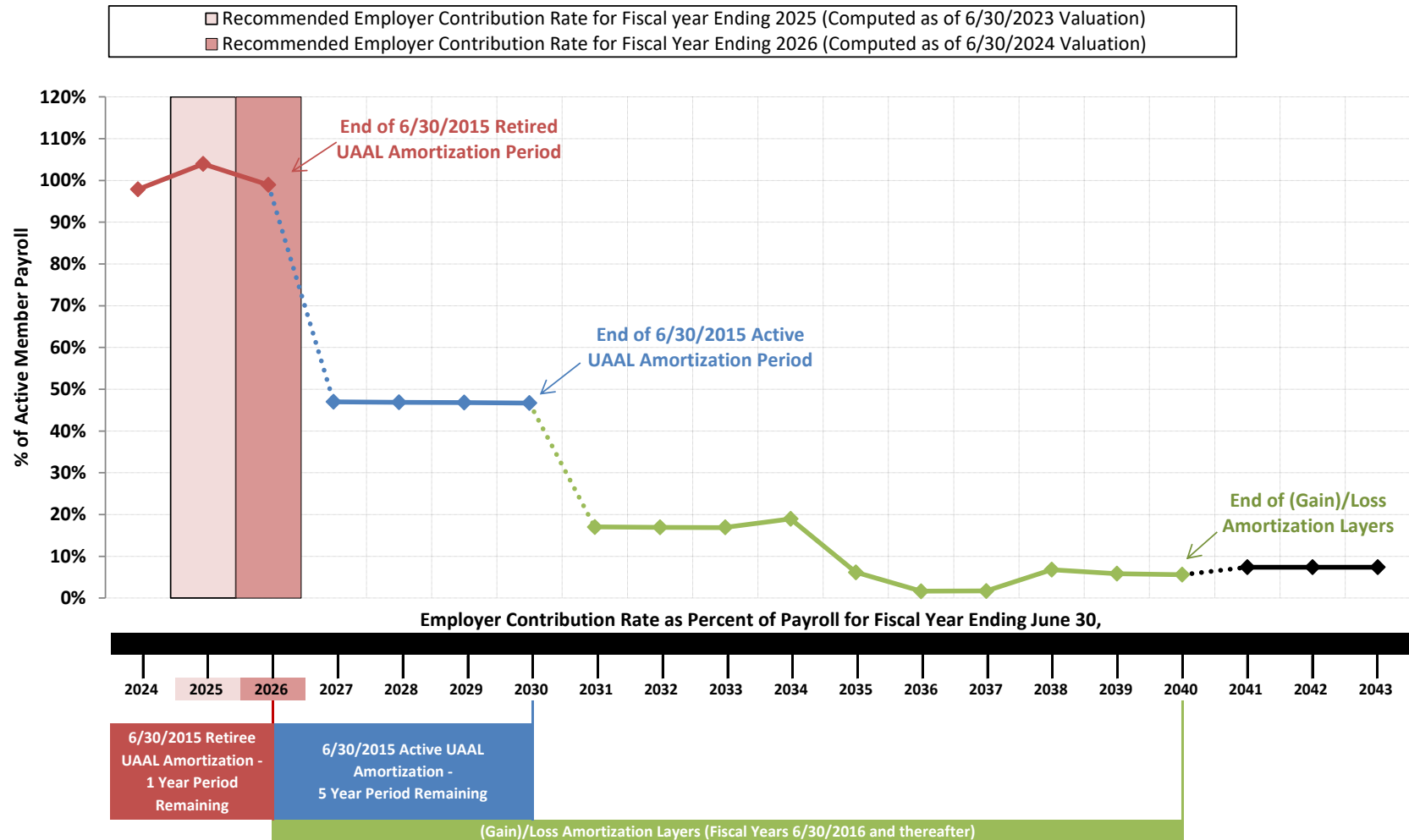
In the near term, Actuarial Accrued Liabilities are expected to remain about level, or even decrease, as a result of hybrid members replacing non-hybrid members in the System.

Projected Total Contributions may increase or decrease in the future as a result of varying directions (positive and negative) of UAAL amortization payments. This is an unintended consequence of the layered amortization policy. The amortization schedule may require periodic review by the Board to combine amortization basis to smooth future contributions.

The following page shows the Projected Total Contributions as a percentage of projected active member payroll.



Projected Future Employer Contributions as a Percentage of Expected Active Member Payroll



NOTE: Future (Gain)/Loss UAAL Amortization schedules are excepted to be \$0 if all Actuarial Assumptions are met. In reality, experience will deviate from assumptions. The (Gain)/Loss UAAL amounts are expected to float both above and below zero in any given year. These amounts are amortized over new independent 15-Year periods to smooth changes to future employer contributions as a result of System experience.

Summary Statement of System Resources and Obligations

Present Resources and Expected Future Resources

	<u>June 30, 2023</u>	<u>June 30, 2024</u>
A. Present valuation assets		
1. Net assets from the System's financial statements	\$57,284,886	\$63,824,966
2. Transfer from old plan	0	0
3. Market value adjustment	853,601	(738,415)
4. Actuarial Value of Assets	<u>\$58,138,487</u>	<u>\$63,086,551</u>
B. Actuarial present value of expected future employer contributions		
1. For normal costs	\$ 4,057,105	\$ 4,151,542
2. For unfunded actuarial accrued liability	25,271,383	20,224,881
3. Total	<u>\$29,328,488</u>	<u>\$24,376,423</u>
C. Actuarial present value of expected future member contributions	<u>\$ 4,069,880</u>	<u>\$ 4,872,493</u>
D. Total present and expected future resources	<u><u>\$91,536,855</u></u>	<u><u>\$92,335,467</u></u>

Actuarial Present Value of Expected Future Benefit Payments

A. To retirants and beneficiaries		
1. Annual pensions	\$66,944,577	\$67,026,099
2. Reserve	none	none
3. Total	<u>\$66,944,577</u>	<u>\$67,026,099</u>
B. To vested terminated members	2,344,761	1,781,240
C. To present active members		
1. Allocated to service rendered prior to valuation date - actuarial accrued liability	\$14,120,532	\$14,504,093
2. Allocated to service likely to be rendered after valuation date	8,126,985	9,024,035
3. Transfer from old plan	none	none
4. Total	<u>\$22,247,517</u>	<u>\$23,528,128</u>
D. Total actuarial present value of expected future benefit payments	<u><u>\$91,536,855</u></u>	<u><u>\$92,335,467</u></u>

Other Observations

General Implications of the Contribution Allocation Procedure or Funding Policy on Future Expected Contributions and Funded Status

Given the System's contribution allocation procedure, if all actuarial assumptions are met (including the assumption of the Retirement System earning 6.00% investment return on assets), it is expected that:

1. The employer normal cost payment is sufficient to cover the cost of benefits accruing each year;
2. The Unfunded Actuarial Accrued Liabilities (UAAL) will continue to be fully amortized; and
3. The funded status of the Retirement System will continue to increase gradually towards a 100% funded ratio.

Limitations of Funded Status Measurements

Unless otherwise indicated, a funded status measurement presented in this report is based upon the Actuarial Accrued Liability (AAL) and the Actuarial Value of Assets (AVA). Unless otherwise indicated, with regard to any funded status measurements presented in this report:

1. The measurement is inappropriate for assessing the sufficiency of Retirement System assets to cover the estimated cost of settling the Retirement System's benefit obligations; for example, transferring the liability to an unrelated third party in a market value type transaction.
2. The measurement is dependent upon the Actuarial Cost Method which, in combination with the Retirement System's amortization policy, affects the timing and amounts of future contributions. The amounts of future contributions will most certainly differ from those assumed in this report due to future actual experience differing from assumed experience based upon the actuarial assumptions. Even if the funded status measurement in this report was 100%, it would not be synonymous with no required future contributions. The Retirement System would still require future normal cost contributions (i.e., contributions to cover the cost of active membership accruing an additional year of service credit).
3. The measurement would produce a different result if the Market Value of Assets (MVA) were used instead of the AVA, unless the MVA is used in the measurement.

Limitations of Project Scope

Actuarial standards do not require the actuary to evaluate the ability of the plan sponsor or other contributing entities to make required contributions to the plan when due. Such an evaluation was not within the scope of this project and is not within the actuary's domain of expertise. Consequently, the actuary performed no such evaluation.

Risks to Future Employer Contribution Requirements

There are ongoing risks to future employer contribution requirements to which the Retirement System is exposed, such as:

Actual and Assumed Investment Rate of Return
Actual and Assumed Mortality Rates
Amortization Policy



Risk Measures – Risks Associated with Measuring the Accrued Liability and Actuarially Determined Contribution

The determination of the accrued liability and the actuarially determined contribution requires the use of assumptions regarding future economic and demographic experience. Risk measures, as illustrated in this report, are intended to aid in the understanding of the effects of future experience differing from the assumptions used in the course of the actuarial valuation. Risk measures may also help with illustrating the potential volatility in the accrued liability and the actuarially determined contribution that result from the differences between actual experience and the actuarial assumptions.

Future actuarial measurements may differ significantly from the current measurements presented in this report due to such factors as the following: plan experience differing from that anticipated by the economic or demographic assumptions; changes in economic or demographic assumptions due to changing conditions; increases or decreases expected as part of the natural operation of the methodology used for these measurements (such as the end of an amortization period, or additional cost or contribution requirements based on the System's funded status); and changes in plan provisions or applicable law. The scope of an actuarial valuation does not include an analysis of the potential range of such future measurements.

Examples of risk that may reasonably be anticipated to significantly affect the plan's future financial condition include:

1. **Investment Risk** – actual investment returns may differ from the expected returns;
2. **Asset/Liability Mismatch** – changes in asset values may not match changes in liabilities, thereby altering the gap between the accrued liability and assets and consequently altering the funded status and contribution requirements;
3. **Contribution Risk** – actual contributions may differ from expected future contributions. For example, actual contributions may not be made in accordance with the plan's funding policy or material changes may occur in the anticipated number of covered employees, covered payroll, or other relevant contribution base;
4. **Salary and Payroll Risk** – actual salaries and total payroll may differ from expected, resulting in actual future accrued liability and contributions differing from expected;
5. **Longevity Risk** – members may live longer or shorter than expected and receive pensions for a period of time other than assumed; and
6. **Other Demographic Risks** – members may terminate, retire or become disabled at times or with benefits other than assumed resulting in actual future accrued liability and contributions differing from expected.

The effects of certain trends in experience can generally be anticipated. For example, if the investment return since the most recent actuarial valuation is less (or more) than the assumed rate, the cost of the plan can be expected to increase (or decrease). Likewise, if longevity is improving (or worsening), increases (or decreases) in cost can be anticipated.

The computed contribution shown on page A-2 may be considered as a minimum contribution rate that complies with the Board's funding policy. The timely receipt of the actuarially determined contributions is critical to support the financial health of the plan. Users of this report should be aware that contributions made at the actuarially determined rate do not necessarily guarantee benefit security.

Risk Measures

(\$ in Thousands)

Actuarial Valuation Date (6/30)	(1) Actuarial Value of Assets (AVA)	(2) Actuarial Accrued Liability (AAL)	(3) Unfunded AAL (UAAL) (2) - (1)	(4) Payroll	(5) Funded Ratio (1) / (2)	(6) Retiree Liabilities (RetLiab)	(7) RetLiab / AAL (6)/(2)	(8) AAL / Payroll (2) / (4)	(9) Assets / Payroll (1) / (4)	(10) UAAL / Payroll (3) / (4)	(11) Non- Invest. Cash Flow (NICF)	(12) NICF / Assets (11)/(1)	(13) Market Rate of Return	(14) 5-year Trailing Geometric Average
2017	\$ 40,356	\$ 74,700	\$ 34,344	\$ 4,688	54.0%	\$ 55,874	74.8%	1,593.4%	860.8%	732.6%	\$ (1,261)	(3.1)%	14.5%	N/A
2018 *	41,782	81,919	40,137	4,883	51.0%	58,396	71.3%	1,677.6%	855.7%	822.0%	(810)	(1.9)%	10.9%	N/A
2019 *	43,866	85,119	41,253	5,185	51.5%	60,195	70.7%	1,641.6%	846.0%	795.6%	(230)	(0.5)%	5.3%	5.5%
2020	47,343	85,820	38,477	5,185	55.2%	61,222	71.3%	1,655.2%	913.1%	742.1%	210	0.4%	2.8%	5.4%
2021	51,725	83,656	31,931	4,953	61.8%	65,490	78.3%	1,689.0%	1,044.3%	644.7%	(836)	(1.6)%	26.9%	11.8%
2022	54,939	83,687	28,748	5,703	65.6%	65,656	78.5%	1,467.4%	963.3%	504.1%	409	0.7%	(10.5)%	6.4%
2023 *	58,138	83,410	25,272	5,585	69.7%	66,945	80.3%	1,493.5%	1,041.0%	452.5%	(291)	(0.5)%	9.8%	6.2%
2024 *	63,087	83,311	20,224	5,911	75.7%	67,026	80.5%	1,409.4%	1,067.3%	342.1%	197	0.3%	11.1%	6.4%

* Revised actuarial assumptions, methods and/or benefit provisions were made from the prior year.

(5). The funded ratio is the most widely known measure of a plan's financial strength, but the trend in the funded ratio is much more important than the absolute ratio. The funded ratio should trend to 100%. As it approaches 100%, it is important to re-evaluate the level of investment risk in the portfolio and potentially to re-evaluate the assumed rate of return.

(6) and (7). The ratio of retiree liabilities to total accrued liabilities gives an indication of the maturity of the system. As the ratio increases, cash flow needs increase, and the liquidity needs of the portfolio change. A ratio on the order of 50% indicates a maturing system.

(8) and (9). The ratio of liabilities and assets to payroll gives an indication of both maturity and volatility. Many systems have ratios between 500% and 700%. Ratios significantly above that range may indicate difficulty in supporting the benefit level as a level % of payroll.

(10). The ratio of unfunded liability to payroll gives an indication of the plan sponsor's ability to actually pay off the unfunded liability. A ratio above approximately 300% or 400% may indicate difficulty in discharging the unfunded liability within a reasonable time frame.

(11) and (12). The ratio of Non-Investment Cash Flow to assets is an important measure of sustainability. Negative ratios are common and expected for a maturing system. In the longer term, this ratio should be on the order of approximately -3% based upon the current plan assumptions. A ratio that is significantly more negative than that for an extended period could be a leading indicator of potential exhaustion of assets.

(13) and (14). Investment return is probably the largest single risk that most systems face. The year-by-year return and the five-year geometric average both give an indication of the reasonableness of the system's assumed return. Of course, past performance is not a guarantee of future results. Market rate shown is based on actuarial estimation method and will differ modestly from figures reported by the investment consultant.

Low-Default-Risk Obligation Measure

Introduction

In December 2021, the Actuarial Standards Board (ASB) adopted a revision to Actuarial Standard of Practice (ASOP) No. 4, *Measuring Pension Obligations and Determining Pension Plan Costs or Contributions*. The revised ASOP No. 4 requires the calculation and disclosure of a liability referred to by the ASOP as the “Low-Default-Risk Obligation Measure” (LDROM). The rationale that the ASB cited for the calculation and disclosure of the LDROM was included in the Transmittal Memorandum of ASOP No. 4 and is presented below (emphasis added):

“The ASB believes that the calculation and disclosure of this measure provides **appropriate, useful information for the intended user regarding the funded status of a pension plan**. The calculation and disclosure of this additional measure is **not intended to suggest that this is the “right” liability measure** for a pension plan. However, the ASB does believe that **this additional disclosure provides a more complete assessment of a plan’s funded status and provides additional information regarding the security of benefits that members have earned as of the measurement date.**”

Comparing the Accrued Liabilities and the LDROM

One of the fundamental financial objectives of the City of Jackson Act 345 Policemen and Firemen Retirement System is to finance each member’s retirement benefits over the period from the member’s date of hire until the member’s projected date of retirement (entry age actuarial cost method) as a level percentage of payroll. To fulfill this objective, the discount rate that is used to value the accrued liabilities is set equal to the **expected return** on the System’s diversified portfolio of assets (referred to sometimes as the investment return assumption). The current investment return assumption is 6.00%.

The LDROM is meant to approximately represent the lump sum cost to a plan to purchase low-default-risk fixed income securities whose resulting cash flows essentially replicate in timing and amount the benefits earned (or the costs accrued) as of the measurement date. The LDROM is very dependent upon market interest rates at the time of the LDROM measurement. The lower the market interest rates, the higher the LDROM, and vice versa. The LDROM results presented in this report are based on the projected unit credit actuarial cost method and discount rates based upon the June 2024 Treasury Yield Curve Spot Rates (end of month). The 1-, 5-, 10-, and 30-year rates follow: 5.12%, 4.34%, 4.22% and 4.45%. This measure may not be appropriate for assessing the need for or amount of future contributions. This measure may not be appropriate for assessing the sufficiency of plan assets to cover the estimated cost of settling the plan’s benefit obligation.

The difference between the two measures (Valuation and LDROM) is one illustration of the savings the sponsor anticipates by taking on risk in a diversified portfolio.

Valuation Accrued Liabilities	LDROM
\$83,311,432	\$94,872,613

SECTION B

SUMMARY OF BENEFIT PROVISIONS AND VALUATION DATA

Brief Summary of Act 345 Benefit Conditions (June 30, 2024)

Service Retirement

Eligibility:

Police Command – in the unit as of February 28, 2016:

25 years of service

Police Command – hired on or before June 30, 2012 and promoted to unit after March 1, 2016:

25 years of service (previously 25 years of service and 50 years of age)

Police Command – hired after June 30, 2012 and before June 30, 2016:

25 years of service (previously 28 years of service and 53 years of age)

Police Command – hired on or after July 1, 2016:

25 years of service (previously 30 years of service and 54 years of age)

Police Officers – hired on or before December 31, 1998:

25 years of service

Police Officers – hired between January 1, 1999 and June 30, 2012:

25 years of service (previously 25 years of service and 50 years of age)

Police Officers – hired between July 1, 2012 and June 30, 2016:

25 years of service (previously 28 years of service and 53 years of age)

Police Officers – hired on or after July 1, 2016:

25 years of service (previously 30 years of service and 54 years of age)

Fire Fighters – hired on or before December 31, 2003:

25 years of service

Fire Fighters – hired between January 1, 2004 and June 30, 2012:

25 years of service (previously 28 years of service)

Fire Fighters – hired between July 1, 2012 and June 30, 2016:

25 years of service (previously 29 years of service)

Fire Fighters – hired on or after July 1, 2016:

25 years of service (previously 33 years of service)

Amount:

Police Command – hired by the city on or before June 30, 2012:

3-year AFC (5-year AFC if entering the bargaining unit after October 10, 2016) times 2.9% for service accrued on or after July 1, 2007 and 2.5% for service accrued through June 30, 2007 for the first 25 years of service and 1.0% for service in excess of 25. 71% pension cap if promoted into the unit before February 28, 2016, 70% pension cap after. AFC is limited to only include up to 175 hours of overtime per year.

Police Command – hired by the city on or after July 1, 2012:

3-year AFC (5-year AFC if entering the bargaining unit after October 10, 2016) times 1.5% for the first 25 years of service and 1.0% for service in excess of 25 years. 50% pension cap. AFC shall not include overtime or payoff of compensatory time.

Police Officers – hired on or before June 30, 2012:

2.9% of 4-year (5-year if hired after January 1, 1999) AFC times first 25-years of service plus 1% of AFC times years of service in excess of 25 years. 71% pension cap if hired before December 31, 1998, 70% pension cap after.

Police officers – hired on or after July 1, 2012:

6-year AFC times 1.5% for the first 25 years of service and 1.0% for service in excess of 25 years. 60% pension cap.

Fire Fighters – hired on or before June 30, 2012:

3-year (4-year if hired after June 30, 2003) AFC times 2.9% for service accrued on or after February 1, 2009 and 2.75% for service accrued through February 1, 2009 for the first 25 years of service and 1.0% for service in excess of 25 years. 73% pension cap if hired before December 31, 2003, 75% pension cap after.

Fire Fighters – hired on or after July 1, 2012:

4-year (6 years if hired after July 1, 2016) AFC times 1.5% for the first 25 years of service and 1.0% for service in excess of 25 years. 50% pension cap.



Brief Summary of Act 345 Benefit Conditions (June 30, 2024)

Deferred Retirement

- Eligibility:** 10 or more years of service.
- Amount:** Computed as service retirement but based upon service, AFC and benefit in effect at termination. Benefit begins at date retirement would have occurred had member remained in employment.

Death after Retirement Survivor's Pension

- Eligibility:** Payable to a surviving spouse, if any, upon the death of a retired member who was receiving a straight life pension which was effective July 1, 1975 or later (effective July 1, 1991 or later for a disability retirant).
- Amount:** Spouse's pension equals 60% of the straight life pension the deceased retirant was receiving. (50% of a regular service retirement pension for the spouse of a disability retirant who dies prior to age 55.)

Non-Duty Death-in-Service Survivor's Pension

- Eligibility:** Payable to a surviving spouse, if any, upon the death of a member with 20 (10 for Fire Fighters) or more years of service.
- Amount:** Accrued straight life pension actuarially reduced in accordance with an Option I election.

Duty Death-in-Service Survivor's Pension

- Eligibility:** Payable upon the expiration of worker's compensation to the survivors of a member who died in the line of duty.
- Amount:** Same amount that was paid by worker's compensation.



Brief Summary of Act 345 Benefit Conditions (June 30, 2024)

Non-Duty Disability

- Eligibility:** Payable upon the total and permanent disability of a member with 5 or more years of service.
- Amount:**
- Pre July 1, 2012 Hires:**
- To age 55:** 2.5% of AFC times years of service. For IAFF: 2.75% of AFC times years of service earned on or before June 30, 2009, and 2.9% of AFC times years of service earned on or after July 1, 2009.
- At Age 55:** Same as Service Pension.
- Post July 1, 2012 Hires:**
- To Age 55:** 1.5% of AFC times years of service for first 25 years and 1.0% of AFC times years of service in excess of 25 years.
- At Age 55:** Same as Service Pension.

Duty Disability

- Eligibility:** Payable upon the total and permanent disability of a member in the line of duty.
- Amount:**
- To age 55:** 66-2/3% of AFC (33-1/3% of AFC for Hybrid Plan members and IAFF members hired post July 1, 2012).
- At age 55:** Same as Service Retirement.
- Pension with service credit from date of disability to age 55.

Member Contributions (Defined Benefit Plan)

- Amount:**
- Police Command – hired on or before June 30, 2012 and promoted to unit before March 1, 2016:**
11.50% (13.00% from 1/1/2024 through 12/31/2028)
- Police Command – hired on or before June 30, 2012 and promoted to unit after March 1, 2016:**
15.00% (16.50% from 1/1/2024 through 12/31/2028)
- Police Command – hired on or after July 1, 2012:**
7.50% for defined benefit plan (9.00% from 1/1/2024 through 12/31/2028)
- Police Officers – hired on or before June 30, 2012:**
12.00% (13.50% from 1/1/2024 through 12/31/2028)
- Police Officers – hired on or after July 1, 2012:**
7.50% for defined benefit plan (9.00% from 1/1/2024 through 12/31/2028)
- Fire Fighters – hired on or before June 30, 2012:**
15.00% (16.50% from 1/1/2024 through 12/31/2028)
- Fire Fighter – hired on or after July 1, 2012:**
6.50% for defined benefit plan (8.00% from 1/1/2024 through 12/31/2028)



Brief Summary of Act 345 Benefit Conditions (June 30, 2024)

Annuity Withdrawal

At retirement, an employee may elect to withdraw their employee contributions (with interest) and the employee's annual or monthly pension benefit shall be reduced by the actuarial equivalent of the amount withdrawn as calculated by the City's actuary, using the rate of assumed investment return for immediate annuities as determined below:

Police Command – retiring on or before December 31, 2021:

3.00%

Police Command – members of the unit as of March 1, 2016 but withdraws on or after January 1, 2022:

6.00%

Police Command – members entering the unit on or after March 1, 2016:

8.50%

Police Officers – hired on or before December 31, 1998:

2.25% on contributions made on or before December 31, 2003 and 8.00% on contributions made on or after January 1, 2004. If retiring in calendar years 2017-2021 with a full-service retirement, 2.25% will be used for all contributions.

Police Officers – hired between January 1, 1999 and June 30, 2012:

5.50% on contributions made on or before December 31, 2003 and 8.25% on contributions made on or after January 1, 2004.

Police Officers – hired between July 1, 2012 and June 30, 2016:

8.25% on all contributions

Police Officers – hired on or after July 1, 2016:

8.50% on all contributions

Fire Fighters – hired on or before December 31, 2003:

1.50% on contributions made on or before January 31, 2009 and 5.25% on contributions made thereafter.

Fire Fighters – hired between January 1, 2003 and October 1, 2016:

1.85% on contributions made on or before January 31, 2009 and 6.75% on contributions made thereafter.

Fire Fighters – hired on or after July 1, 2016:

8.00% on all contributions



Retiree and Beneficiary Comparative Schedule

Year Ended June 30	No. Trans. During Year	Added to Rolls		Removed from Rolls		Rolls End of Year		% Incr. in Annual Pensions	Average Pension	Discounted Value of Pensions in Payment Status	
		No.	Annual Pensions*	No.	Annual Pensions	No.	Annual Pensions			Total	Average
2000		3	\$147,992	1	\$ 16,233	126	\$2,561,248	5.4 %	\$20,327	\$28,281,473	\$224,456
2001		3	80,305	3	71,841	126	2,569,712	0.3	20,395	28,325,844	224,808
2002		4	124,746	1	9,347	129	2,685,111	4.5	20,815	29,398,266	227,894
2003		5	128,515	2	36,009	132	2,777,617	3.4	21,043	30,196,106	228,758
2004		5	100,650	1	11,293	136	2,866,974	3.2	21,081	30,921,701	227,365
2005		2	26,569	3	58,835	135	2,834,708	(1.1)	20,998	30,138,240	223,246
2006		1	10,994	2	36,346	134	2,809,356	(0.9)	20,965	29,461,802	219,864
2007		6	211,110	2	31,343	138	2,989,123	6.4	21,660	31,120,638	225,512
2008		5	144,654	2	49,720	141	3,084,057	3.2	21,873	31,791,641	225,473
2009		7	248,242	4	68,425	144	3,263,874	5.8	22,666	33,631,944	233,555
2010		7	247,487	3	34,389	148	3,476,972	6.5	23,493	35,719,893	241,351
2011		15 #	554,196 #	5	88,641	158	3,942,527	13.4	24,953	40,603,656	256,985
2012		6	263,910	1	18,603	163	4,187,834	6.2	25,692	42,966,261	263,597
2013		6	165,744	3	68,144	166	4,285,434	2.3	25,816	46,209,772	278,372
2014		6	143,053	8	121,272	164	4,307,215	0.5	26,264	46,115,204	281,190
2015		8	385,651	3	34,057	169	4,658,809	8.2	27,567	52,319,784	309,585
2016		5	174,283	5	80,477	169	4,752,615	2.0	28,122	52,993,123	313,569
2017		10	360,741	8	140,552	171	4,972,804	4.6	29,081	55,873,577	326,746
2018		2	97,190	1	30,949	172	5,039,045	1.3	29,297	58,396,288	339,513
2019		2	34,111	2	22,158	172	5,050,998	0.2	29,366	60,194,938	349,971
2020		5	194,187	6	98,774	171	5,146,411	1.9	30,096	61,221,569	358,021
2021		14	483,767	7	124,245	178	5,505,933	7.0	30,932	65,489,900	367,921
2022		4	130,814	4	63,152	178	5,573,595	1.2	31,312	65,656,309	368,856
2023		6	175,051	3	55,072	181	5,693,574	2.2	31,456	66,944,577	369,860
2024		7	241,719	7	201,711	181	5,733,582	0.7	31,677	67,026,099	370,310

* Includes pension adjustments, when applicable.

Includes alternate payee of an active member, per Eligible Domestic Relations Order.



Retirees and Beneficiaries June 30, 2024 Tabulated by Type of Pension Being Paid

<u>Type of Pensions Being Paid</u>	<u>No.</u>	<u>Annual Pensions</u>
Age and Service Pensions		
Regular-benefit terminating at death of retirant	23	\$ 668,283
Regular-automatic benefit to spouse of deceased retirant	120	4,328,465
Option I-100% of benefit to spouse of deceased retirant	2	86,885
Survivor beneficiary	<u>28</u>	<u>391,716</u>
Total age and service pensions	173	\$ 5,475,349
Casualty Pensions		
Non-duty disability pension	1	\$ 35,238
Duty disability pension	5	179,510
Survivor beneficiary	<u>2</u>	<u>43,485</u>
Total casualty pensions	<u>8</u>	<u>\$ 258,233</u>
Total pensions being paid	181	\$ 5,733,582

Retirees and Beneficiaries June 30, 2024

Tabulated by Attained Age

Attained Age	Age & Service		Disability and Death-in-Service		Totals	
	No.	Annual Allowances	No.	Annual Allowances	No.	Annual Allowances
45 - 49	3	\$ 157,619	0	\$ 0	3	\$ 157,619
50 - 54	17	769,622	0	0	17	769,622
55 - 59	13	596,694	2	86,109	15	682,803
60 - 64	18	767,919	2	75,965	20	843,884
65 - 69	25	932,715	3	83,335	28	1,016,050
70 - 74	25	768,488	0	0	25	768,488
75 - 79	31	793,144	0	0	31	793,144
80	11	169,050	0	0	11	169,050
81	6	102,961	1	12,824	7	115,785
82	1	19,680	0	0	1	19,680
83	3	57,263	0	0	3	57,263
84	4	66,164	0	0	4	66,164
85	2	38,668	0	0	2	38,668
86	3	46,849	0	0	3	46,849
87	2	43,635	0	0	2	43,635
88	4	82,560	0	0	4	82,560
89	1	22,097	0	0	1	22,097
90	1	7,515	0	0	1	7,515
91	1	9,257	0	0	1	9,257
93	1	12,154	0	0	1	12,154
94	1	11,295	0	0	1	11,295
Totals	173	\$ 5,475,349	8	\$ 258,233	181	\$ 5,733,582

Average Age at Retirement: 50.5 years

Average Age Now: 70.7 years

Four (4) vested terminated members are currently being valued with deferred service pensions.

Active Members in Valuation Comparative Schedule

Valuation Date June 30	No.	No. of Transfers Incl.	Valuation Payroll	Average				
				Pay	% Incr.	Age	Service	
1990 #	113	18	\$ 3,800,291	\$ 33,631	- %	36.5 yrs.	10.8 yrs.	
1991	112	0	4,049,332	36,155	8.8	36.4	10.6	
1992	117	10	4,298,912	36,743	1.6	35.5	9.8	
1993	113	0	4,502,216	39,843	8.4	35.2	9.6	
1994	113	3	4,778,047	42,284	6.1	36.3	10.7	
1995	112	0	5,118,907	45,705	8.1	36.7	11.0	
1996	119	0	5,380,560	45,215	1.1	36.1	10.6	
1997	120	0	5,498,077	45,817	1.3	36.2	10.1	
1998	119	0	5,697,163	47,875	4.5	36.6	10.7	
1999	117	0	5,597,521	47,842	(0.1)	36.4	9.9	
2000	115	0	5,772,726	50,198	4.9	37.0	10.2	
2001	114	0	5,942,253	52,125	3.8	37.9	11.0	
2002	115	0	6,071,301	52,794	(1.3)	37.8	10.9	
2003	115	0	6,213,210	54,028	2.3	38.1	11.1	
2004	110	0	6,138,055	55,801	3.3	38.9	12.2	
2005	110	0	6,321,086	57,464	3.0	39.9	13.1	
2006	109	0	6,598,038	60,532	5.3	41.1	14.1	
2007	104	0	6,420,709	61,738	2.0	41.0	14.0	
2008	105	0	6,655,270	63,384	2.7	40.9	14.1	
2009	101	0	6,767,459	67,005	5.7	41.1	14.2	
2010	94	0	6,235,955	66,340	(1.0)	41.3	14.6	
2011	70	0	4,629,536	66,136	(0.3)	42.2	15.9	
2012	62	0	4,548,146	73,357	10.9	42.2	15.9	
2013	72	0	4,975,503	69,104	(5.8)	40.1	13.5	
2014	72	0	4,998,321	69,421	0.5	40.4	13.8	
2015	68	0	4,643,191	68,282	(1.6)	39.5	12.8	
2016	63	0	4,487,630	71,232	4.3	39.5	13.0	
2017	69	0	4,688,436	67,948	(4.6)	37.9	11.0	
2018	70	0	4,882,939	69,756	2.7	37.6	10.9	
2019	70	0	5,185,126	74,073	6.2	38.8	11.6	
2020	66	0	5,184,829	78,558	6.1	38.6	11.6	
2021	67	0	4,953,225	73,929	(5.9)	35.8	8.8	
2022	77	0	5,703,179	74,067	0.2	34.2	7.9	
2023	74	0	5,585,391	75,478	1.9	33.6	7.5	
2024	75	0	5,910,720	78,810	4.4	33.9	7.5	

Includes transfers from Old Plan through March, 1991.



Active Members June 30, 2024 Tabulated by Valuation Divisions

Valuation Divisions	No.	Annual Payroll
Non-Hybrid		
Police Command	6	\$ 711,454
Police	4	369,308
Fire	5	501,825
Total Non-Hybrid	15	1,582,587
Hybrid		
Police Command	4	\$ 371,367
Police	29	2,091,573
Fire	27	1,865,193
Total Hybrid	60	4,328,133
Total Active members	75	\$5,910,720

Active Members June 30, 2024 by Attained Age and Years of Service

Attained Age	Years of Service to Valuation Date							No.	Valuation Payroll
	0-4	5-9	10-14	15-19	20-24	25-29	30 Plus		
20-24	12							12	\$ 791,592
25-29	12	1						13	879,755
30-34	9	8	1					18	1,348,161
35-39	4	4	1					9	675,191
40-44	1	3	4	4				12	1,084,671
45-49			2		6	1		9	962,616
50-54			1					1	75,176
55-59					1			1	93,558
Totals	38	16	9	4	7	1	0	75	\$5,910,720

While not used in the financial computations, the following group averages are computed and shown because of their general interest.

Age: 33.9
Service: 7.5
Annual Pay: \$78,810



Asset Information Submitted for the Valuation

Valuation Assets - Market Value		Reserves for	
Cash & equivalents	\$ 1,271,381	Employees' contributions	\$ 4,882,636
Receivables & accruals	202,256	Employer contributions	111,068,908
Stocks	41,192,723	Retired benefit payments	(52,126,577)
Bonds	19,226,682		
Real Estate	2,407,404		
Account payable	(475,480)		
Total Current Assets	\$ 63,824,966	Total Reserves	\$63,824,966

Revenues and Expenditures

Balance - July 1, 2023	\$57,284,886
Revenues	
Employees' contributions	530,145
Employer contributions	5,922,297
Investment income	6,432,281
Expenditures	
Benefit payments	6,175,551
Refund of member contributions	32,855
Expenses	136,237
Balance - June 30, 2024	\$63,824,966

These amounts do not reflect the actuarial value adjustment of \$738,411. The derivation of this adjustment is on page A-5.

SECTION C

FUNDING OBJECTIVE, SUMMARY OF VALUATION PROCESS, METHODS AND ASSUMPTIONS

Basic Funding Objective and Operation of the Retirement System

Benefit Promises Made Which Must Be Paid For. A retirement system is an orderly means of handing out, keeping track of, and financing contingent pension promises to a group of employees. As each member of the retirement system acquires a unit of service credit the member is, in effect, handed an "IOU" which reads: "Your Act 345 Retirement System promises to pay you one unit of retirement benefits, payments in cash commencing when you retire."

The principal related financial question is: ***When shall the money required to cover the "IOU" be contributed?*** This year, when benefit of the member's service is received? Or, some future year when the "IOU" becomes a cash demand?

The Constitution of the State of Michigan is directed to the question:

"Financial benefits arising on account of service rendered in each fiscal year shall be funded during that year and such funding shall not be used for financing unfunded accrued liabilities."

Section 9(2) of Act 345 is also directed to the question:

"Sec. 9(2). - - - For the purpose of creating and maintaining a fund for the payment of the pensions and other benefits payable hereunder, the said city, village or municipality, subject to the provisions of this act, shall appropriate, at the end of such regular intervals as may be adopted, quarterly, semi-annually, or annually, an amount sufficient to maintain actuarially determined reserves covering pensions payable or which might be payable on account of service performed and to be performed by active members and pensions being paid retired members and beneficiaries - - ."

Translated into actuarial terminology, the constitutional and Act 345 level percent-of-payroll contribution objective means that the contribution rate must total at least:

Normal Cost (the current value of benefits likely to be paid on account of members' service being rendered in the current year)

. . . plus . . .

Interest on Unfunded Actuarial Accrued Liability (unfunded actuarial accrued liability is the actuarial present value of benefits not covered by present assets and anticipated future normal costs).

If contributions to the Retirement System are less than the preceding amount, the difference, plus investment earnings not realized thereon, will have to be contributed at some later time, or benefits will have to be reduced, to satisfy the fundamental fiscal equation under which all retirement systems must operate; that is:

$$B = C + I - E$$

Benefit payments to any group of members and their beneficiaries cannot exceed the sum of:

Contributions received on behalf of the group.

. . . plus . . .

Ivestment earnings on contributions received and not required for immediate cash payment of benefits.

. . . minus . . .

Expenses incurred in operating the system.

A by-product of level percent-of-payroll financing is the accumulation of invested assets. Investment income becomes a major contributor to the Retirement System, and the amount is directly related to the amount of contributions and investment performance.

Computed Contribution Rate Needed to Finance Benefits. From a given schedule of benefits and from the data furnished, the contribution rate is calculated – *by means of an actuarial valuation* – the technique of assigning monetary values to the risks assumed in operating a retirement program.

Actuarial Valuation Process

An actuarial valuation is the process by which a balance between revenues (participant contributions, employer contributions and investment income) and obligations (benefits and expenses) is determined and its actuarial condition is measured.

The flow of activity constituting the valuation may be summarized as follows:

- A. ***Covered person information about:***
 - each person receiving pension payments
 - each former participant with a vested pension not yet payable
 - each former participant who is not vested and has not claimed a member contribution refund
 - each active participant
- B. + ***Financial Information*** (assets, revenues, and expenditures)
- C. + ***Benefit Provisions***
- D. + ***Experience Estimates*** about the volume and incidence of future activities
- E. + ***Actuarial Cost Method*** for allocating costs to time periods
- F. + ***Mathematically combining the person information, financial information, benefit provisions, experience estimates and actuarial cost method***
- G. = Determination of:
 - contribution rate for the plan year
 - current funded condition

Items A, B and C are furnished by the pension office and constitute the current knowns about the System. Since the majority of activities will occur in the future, estimates must be made about these future activities (Item D).

Demographic assumptions are generally selected on the basis of the System's historical activity, modified for expected future differences. Past activity of funds which are similar in nature to the fund being valued may be utilized if fund data or activities are insufficient to be reliable.

Fiscal assumptions, on the other hand, do not lend themselves to prediction on the basis of historical activity -- the reason being that both salary increases and investment return are impacted by inflation. Inflation defies reliable prediction. Fiscal assumptions are generally selected on the basis of what would be expected to occur in an inflation-free environment and then both are increased by some provision for long-term inflation.

This is a case where two wrongs may make a right. If inflation is higher than expected it will probably result in actual rates of salary increase and investment return which exceed the assumed rates. Salaries increasing faster than expected result in unexpected costs. Investment returns exceeding the assumed rate result in unanticipated assets. To a large degree, the additional assets will offset the additional cost over the long term.

Once items A, B, C and D are available, the actuarial valuation process begins. The first step is to determine the plan's **total actuarial present value** for individuals in each of the 3 covered person categories.

Retired members now receiving monthly payments;
Vested terminated members not yet at retirement age; and
Active members.

The actuarial present value is the value today after taking into account the probabilities of payment and the effect of time of System promises to pay benefits in the future on the basis of both services already completed and projected future service.

Actuarial Cost Method

In addition to the actuarial assumptions, the actuary also makes use of an Actuarial Cost Method to allocate costs to particular years. In common with most public-sector plans, the City of Jackson Act 345 Policemen and Firemen Retirement System uses the Entry Age Normal method. Theoretically, this method produces a level pattern of funding over time, (as a percentage of member payroll) and thereby provides equity between various generations of tax payers. We continue to believe this method is appropriate for the City of Jackson Act 345 Policemen and Firemen Retirement System.

The total actuarial present value is allocated between projected future service and completed service by the actuarial cost method (Item E) – the **individual entry-age** method is being utilized for this valuation. The portion of the total actuarial present value allocated to projected future service is the **actuarial present value of future normal cost** -- normal cost being the series of annual costs, from entry age to retirement age, which will accumulate to the actuarial present value of the individual's benefit at the time of retirement or death. The remainder of the total actuarial present value is the **actuarial accrued liability**.

At this stage determination has been made of:

1. The total actuarial present value;
2. The actuarial present value of future normal cost; and
3. The actuarial accrued liability.

In the typical plan, the actuarial accrued liability may not be covered by the plan's Actuarial Value of Assets – leaving an **unfunded actuarial accrued liability** (see page C-6 for further discussion on unfunded actuarial accrued liability).

The Actuarial Value of Assets used for funding purposes is derived as follows: Prior year Actuarial Value of Assets are increased by contribution and expected investment income and reduced by refunds and benefit payments. To this amount is added 25% of the difference between expected and actual investment income for each of the previous four years.

The next step in the valuation process is a determination of the contribution rate (Item G) required to support fund benefits in accordance with the funding objective (page A-1).

The contribution rate is determined in two basic components:

1. The normal cost component; and
2. The component which will finance (pay off) the unfunded actuarial accrued liability over the period indicated on page A-2.

Actuarial Cost Method

The Unfunded Actuarial Accrued Liability (UAAL) was determined using the Actuarial Value of Assets and Actuarial Accrued Liability calculated as of the valuation date. The UAAL amortization payment (one component of the contribution requirement) is the level percent of pay required to fully amortize the UAAL. The UAAL attributed to active members effective June 30, 2015 was amortized over a 15-year closed period and the UAAL attributed to current retirees and beneficiaries was amortized over a 12-year closed period effective June 30, 2015. As of June 30, 2024, these amortization periods are at 5 years and 1 year, respectively.

Gains or losses to the UAAL that have occurred after June 30, 2015 and the current valuation date are amortized over 15-year closed periods. This UAAL payment reflects any payments expected to be made between the valuation date and the date contributions determined by this report are scheduled to begin. In future years, new gains and losses (experience along with other changes such as assumptions or benefit provisions) will be amortized separately ("new layers") as they occur (over 15-year closed amortization periods). This will create an "amortization schedule" of contribution rates.

This schedule will require periodic review by the Board.

Actuarial Assumptions Used for the Valuation

Funding objective contribution requirements and actuarial present values are calculated by applying estimates of future System activities (actuarial assumptions) to the benefit provisions and people information of the fund, using the actuarial cost method described on page C-5.

The principal areas of activity which require estimates are:

- (i) Rates of inflation impacting assets of the System and active member pays
- (ii) Long-term rates of investment return to be generated by the assets of the fund
- (iii) Rates of salary increases to members
- (iv) Rates of mortality among members, retirants and beneficiaries
- (v) Rates of withdrawal of active members
- (vi) Rates of retirement due to age and service
- (vii) Rates of disability among members

In a valuation, the monetary effect of each activity is calculated for as long as a present covered person survives – a period of time which can be as long as a century.

Actual activities of the Retirement System will not coincide exactly with estimated activities due to the nature of the activities. Each valuation provides a complete recalculation of estimated future activities and takes into account the effect of differences between estimated and actual activities to date. The result is a continual series of adjustments (usually small) to the computed contribution rate.

From time to time, one or more of the estimates are modified to reflect experience trends (but not random or temporary year-to-year fluctuations).

The Board of Trustees sets the assumptions. Actuarial assumptions were most recently reviewed and adopted by the Board of Trustees for the June 30, 2023 Actuarial Valuation. The rationale for the economic and mortality assumptions is described in the 2017-2022 Experience Study report dated July 31, 2023. We recommend that the Board set a policy for regular reviews of the actuarial assumptions such as every five years.

All actuarial assumptions are expectations of future experience, not market measures.

The rate of net investment return used was 6.00% a year, compounded annually net of expenses. The assumed rate of price inflation is 2.25% per year resulting in a real rate of return of 3.75% per year. These rates were first used in the June 30, 2018 Actuarial Valuation. The assumed rate of wage inflation and base payroll growth is 2.75% per year. This is the same payroll growth assumption used to amortize unfunded actuarial accrued liability. This assumption was first used in the June 30, 2023 Actuarial Valuation.

This assumption was used to discount the value of future payments due at different points in time. Approximate investment returns, for the purpose of comparisons with assumed returns, have been as follows:

	Year Ended June 30					5-Year
	2024	2023	2022	2021	2020	Average*
Nominal rate	11.1%	9.8%	(10.5%)	26.9%	2.8%	7.3 %
Inflation rate	3.0%	3.0%	9.1%	5.4%	0.6%	4.2 %
Real rate	8.1%	6.8%	(19.6%)	21.5%	2.2%	2.9 %

* Compound average annual rate of increase.

The nominal rate of return (i.e., Market Value of Assets Rate of Investment Return) was computed using the approximate formula $i = I$ divided by $1/2 (A + B - I)$, where I is actual realized investment income net of expenses plus market value adjustments, A is the beginning of year market asset value, and B is the end of year market asset value.

These rates of return should not be used for measurement of an investment advisor's performance or for comparisons with other pension funds – to do so will mislead.

The rates of salary increase used are in accordance with the following graded table.

The merit and longevity assumption was first used for the June 30, 2018 valuation. Beginning with the June 30, 2023 valuation, a 2.75% assumption was used in recognition of wage inflation. This, combined with a graded allowance for promotion and longevity, is used to project current salaries to those upon which pension amounts will be based.

Years of Service	Annual Rate of Pay Increase		
	Base (Economic)	Merit & Longevity	Total
0 to 1	2.75 %	9.00 %	11.75 %
1 to 2	2.75	8.00	10.75
2 to 3	2.75	7.00	9.75
3 to 4	2.75	6.00	8.75
4 to 5	2.75	5.00	7.75
5 to 6	2.75	4.00	6.75
6 to 7	2.75	3.00	5.75
7 to 8	2.75	2.00	4.75
8 to 9	2.75	1.00	3.75
9 to 10	2.75	0.00	2.75
10+	2.75	0.00	2.75

Actual valuation payroll has increased at the following rate:

	Year Ended June 30					5-Year
	2024	2023	2022	2021	2020	Average*
Total payroll	5.8 %	(2.1) %	15.1 %	(4.5) %	0.0 %	2.9 %
Average pay	4.4	1.9	0.2	(5.9)	6.1	1.3

* Compound average annual rate of increase.



The mortality table used was the Pub-2010 Safety (amount-weighted) Healthy Retiree Mortality Table adjusted for mortality improvements using projection scale MP-2021 on a fully generational basis. This mortality basis was first used for the June 30, 2023 valuation. Sample values follow:

Sample Attained Ages in 2024	Probability of Dying Next Year		Future Life Expectancy (Years)	
	Male	Female	Male	Female
50	0.18%	0.13%	35.65	37.69
55	0.29	0.25	30.60	32.58
60	0.52	0.46	25.70	27.66
65	0.88	0.73	21.09	23.00
70	1.44	1.15	16.79	18.60
75	2.48	1.98	12.87	14.52
80	4.50	3.56	9.43	10.89
Ref:	2703 x 971	2704 x 972		

This assumption is used to measure the probabilities of each benefit payment being made after service retirement.

The Pub-2010 Safety (amount-weighted) Disabled Mortality Table adjusted for mortality improvements using projection scale MP-2021 on a fully generational basis is used to measure the probabilities of each benefit payment being made after disability retirement.

The Pub-2010 Safety (amount-weighted) Employee Mortality Table adjusted for mortality improvements using projection scale MP-2021 on a fully generational basis is used to measure the probabilities of members dying before retirement.

The weighting of duty and ordinary deaths-in-service is 50%/50%.

The Annuity Withdrawal Provision is explicitly modeled in the valuation for active members. The rate of assumed investment return to determine reduced monthly pension benefit are as follows:

Police Command Hired before 1997:	3.00%
Police Patrol Hired before 1997:	3.00%
Fire Hired before 2004:	3.00%
Police Command Hired on or after 1997:	6.00%
Police Patrol Hired on or after 1997:	6.00%
Fire Hired on or after 2004:	6.00%

An assumed investment rate of return for calculating the reduction in benefit due to annuity withdrawal of 6.00% is actuarially cost neutral to the System. In reality, if the member's effective rate is greater than 6.00%, the System will experience an actuarial liability gain in the event the member elects the annuity withdrawal option.

The rates of retirement used to measure the probability of eligible members retiring during the next year were as follows:

Years of Service	Percents of Active Members Retiring within Next Year
25	50 %
26	50
27	50
28	50
29	50
30+	100

100% of members are assumed to retire at age 60 with 10 years of service.

These rates were first used for the June 30, 2018 valuation.

Rates of separation from active membership are shown below (rates do not apply to members eligible to retire and do not include separation on account of death or disability). This assumption measures the probabilities of members remaining in employment. These rates were first used for the June 30, 2023 valuation.

Sample Ages	Years of Service	% of Active Members Separating within Next Year
ALL	0	21.00 %
	1	18.00
	2	15.00
	3	12.00
	4	9.00
	5	6.00
	6	5.00
	7	4.00
	8	3.00
	9	2.00
	10+	1.00

The interest rate currently being credited on refunds of accumulated contributions paid to terminating members was assumed to be 2% per annum.

Rates of disability were weighted 50% duty and 50% ordinary disability and are shown as follows:

Sample Ages	% of Active Members Becoming Disabled within Next Year
20	0.15 %
25	0.18
30	0.20
35	0.29
40	0.42
45	0.65
50	1.05
55	1.84
60	3.06

Miscellaneous and Technical Assumptions

Marriage Assumption	90% of all members are assumed to be married for purposes of death-in-service benefits and 80% for deaths after retirement.
Pay Increase Timing	Beginning of (Fiscal) year. This is equivalent to assuming that reported pays represent amounts paid to members during the year ended on the valuation date.
Decrement Timing	Decrements of all types are assumed to occur mid-year.
Eligibility Testing	Eligibility for benefits is determined based upon the age nearest birthday and service nearest whole year on the date the decrement is assumed to occur.
Benefit Service	Exact fractional service is used to determine the amount of benefit payable.
Decrement Relativity	Decrement rates are used directly from the experience study, without adjustment for multiple decrement table effects.
Decrement Operation	Disability and mortality decrements do not operate during the first 5 years of service. Disability and withdrawal do not operate during retirement eligibility.
Normal Form of Benefit	The assumed normal form of benefit is the 60% joint and survivor for married members and straight life for non-married members.
Liability Adjustments	None.
Incidence of Contributions	Contributions are assumed to be received continuously throughout the year based upon the computed percent-of-payroll shown in this report, and the actual payroll payable at the time contributions are made. New entrant normal cost contributions are applied to the funding of new entrant benefits.
Option Factors	Option factors are based upon 6.00% interest and the Pub-2010 Safety (amount-weighted) Mortality Table adjusted for mortality improvements using projection scale MP-2021 on a fully generational basis. These assumptions are intended to create actuarially cost-neutral factors for the System.
Data Adjustments	Accumulated member contributions are not reported for the annual valuation, but only the member contributions made during the prior year. Accumulated member contribution balances are estimated by applying interest (2% assumed) on the balance from the prior year and adding the member contributions reported for the valuation.

Glossary

Accrued Service – The service credited under the plan which was rendered before the date of the actuarial valuation.

Actuarial Accrued Liability – The difference between (i) the actuarial present value of future plan benefits, and (ii) the actuarial present value of future normal cost. Sometimes referred to as “accrued liability” or “past service liability.”

Actuarial Assumptions – Estimates of future plan experience with respect to rates of mortality, disability, turnover, retirement, rate or rates of investment income and salary increases. Decrement assumptions (rates of mortality, disability, turnover and retirement) are generally based on past experience, often modified for projected changes in conditions. Economic assumptions (salary increases and investment income) consist of an underlying rate in an inflation-free environment plus a provision for a long-term average rate of inflation.

Actuarial Cost Method – A mathematical budgeting procedure for allocating the dollar amount of the “actuarial present value of future plan benefits” between the actuarial present value of future normal cost and the actuarial accrued liability. Sometimes referred to as the “actuarial funding method.”

Actuarial Equivalent – A single amount or series of amounts of equal value to another single amount or series of amounts, computed on the basis of the rate(s) of interest and mortality tables used by the plan.

Actuarial Present Value – The amount of funds presently required to provide a payment or series of payments in the future. It is determined by discounting the future payments at a predetermined rate of interest, taking into account the probability of payment.

Amortization – Paying off an interest-bearing liability by means of periodic payments of interest and principal, as opposed to paying it off with a lump sum payment.

Experience Gain (Loss) – A measure of the difference between actual experience and that expected based upon a set of actuarial assumptions during the period between two actuarial valuation dates, in accordance with the actuarial cost method being used.

Normal Cost – The annual cost assigned, under the actuarial funding method, to current and subsequent plan years. Sometimes referred to as “current service cost.” Any payment toward the unfunded actuarial accrued liability is not part of the normal cost.

Reserve Account – An account used to indicate that funds have been set aside for a specific purpose and are not generally available for other uses.

Unfunded Actuarial Accrued Liability – The difference between the actuarial accrued liability and actuarial value of assets. Sometimes referred to as “unfunded accrued liability.”

Actuarial Value of Assets – The value of current plan assets recognized for valuation purposes.



January 30, 2025

Ms. Sue Burt
Finance Dept.
City of Jackson Act 345 Policemen
and Firemen Retirement System
161 West Michigan Avenue
Jackson, Michigan 49201

Dear Ms. Burt:

Enclosed are eight copies of the annual Actuarial Valuation as of June 30, 2024 of the City of Jackson Act 345 Policemen and Firemen Retirement System.

Sincerely,
Gabriel, Roeder, Smith & Company

A handwritten signature in black ink, appearing to read "James R. Sparks".

James R. Sparks, ASA, FCA, MAAA

JRS:sc
Enclosures

cc: Heather Ehnis, Finance Director (City of Jackson)
Jilian Jegla, Assistant Finance Director (City of Jackson)
Amanda Wedgwood (The Rehman Group)

City of Jackson
Employees Retirement System
Actuarial Valuation Report
as of June 30, 2024



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January 30, 2025

Board of Trustees
City of Jackson
Employees Retirement System
Jackson, Michigan

**Re: City of Jackson Employees Retirement System Actuarial Valuation
as of June 30, 2024**

Dear Board Members:

The results of the June 30, 2024 Annual Actuarial Valuation of the City of Jackson Employees Retirement System are presented in this report.

This report was prepared at the request of the Board and is intended for use by the Retirement System and those designated or approved by the Board. This report may be provided to parties other than the System only in its entirety and only with the permission of the Board. GRS is not responsible for unauthorized use of this report.

The purposes of the valuation are to measure the System's funding progress and to determine the employer contribution rate for the fiscal year ending June 30, 2026 (beginning July 1, 2025). Information required by Statement Nos. 67 and 68 of the Governmental Accounting Standards Board (GASB) are provided in separate reports. This report should not be relied on for any purpose other than the purposes described herein. Determinations of financial results, associated with the benefits described in this report, for purposes other than those identified above may be significantly different.

The contribution amount in this report is determined using the actuarial assumptions and methods disclosed in Section C of this report. This report includes risk metrics on pages A-12 and A-13 but does not include a more robust assessment of the risks of future experience not meeting the actuarial assumptions. Additional assessment of risks was outside the scope of this assignment. We encourage routine review and assessment of investment and other significant risks that may have a material effect on the System's financial condition.

We have assessed that the contribution rate calculated under the current funding policy is a reasonable Actuarially Determined Employer Contribution (ADEC) and it is consistent with the plan accumulating adequate assets to make benefit payments when due.

This valuation assumed the continuing ability of the plan sponsor to make the contributions necessary to fund this plan. A determination regarding whether or not the plan sponsor is actually able to do so is outside our scope of expertise and was not performed.

This report was prepared using our proprietary valuation model and related software which, in our professional judgment, has the capability to provide results that are consistent with the purposes of the valuation and has no material limitations or known weaknesses. We performed tests to ensure that the model reasonably represents that which is intended to be modeled.

The findings in this report are based on data and other information through June 30, 2024. This valuation was based upon information furnished by the City, concerning Retirement System benefits, financial transactions, plan provisions and active members, terminated members, retirees and beneficiaries. We checked for internal reasonability and year-to-year consistency, but did not audit the data. We are not responsible for the accuracy or completeness of the information provided by the City.

The actuarial methods and assumptions used in the valuation are summarized in Section C of this report. The assumptions are established by the Retirement System's Board of Trustees after consulting with the actuary. The actuarial assumptions used for the valuation produce results which, individually and in the aggregate are reasonable. The combined effect of the assumptions, excluding prescribed assumptions or methods set by law, is expected to have no significant bias (i.e., not significantly optimistic or pessimistic).

This report has been prepared by actuaries who have substantial experience valuing public employee retirement systems. To the best of our knowledge, the information contained in this report is accurate and fairly presents the actuarial position of the City of Jackson Employees Retirement System as of the valuation date. All calculations have been made in conformity with generally accepted actuarial principles and practices and with the Actuarial Standards of Practice issued by the Actuarial Standards Board.

James R. Sparks and Derek Henning are Members of the American Academy of Actuaries (MAAA). These actuaries meet the Academy's Qualification Standards to render the actuarial opinions contained herein.

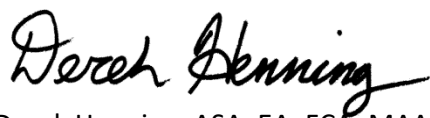
The signing actuaries are independent of the plan sponsor.

Gabriel, Roeder, Smith & Company will be pleased to review this valuation and report with the Board of Trustees and to answer any questions pertaining to the valuation.

Respectfully submitted,
Gabriel, Roeder, Smith & Company



James R. Sparks, ASA, FCA, MAAA



Derek Henning, ASA, EA, FCA, MAAA

JRS/DH:dj



EXECUTIVE SUMMARY

Executive Summary

Valuation Date	June 30, 2023	June 30, 2024
Contribution for Fiscal Year Ending	June 30, 2025	June 30, 2026
Assumed Investment Rate of Return	6.45%	6.00%
Recommended Employer Contributions:		
Percentage of Projected Covered Payroll	12.04%	14.02%
Estimated Annual Amount	\$ 1,347,820	\$ 1,623,411
Membership		
Number of		
Active Members	171	162
Retirees and Beneficiaries	186	190
Inactive, Non-Retired Members	20	16
Total	377	368
Total Active Member Payroll	\$ 10,602,769	\$ 10,968,434
Total Pensions Being Paid	\$ 3,576,840	\$ 3,685,415
Assets		
Market Value	\$ 43,046,032	\$ 44,848,135
Actuarial Value	\$ 44,415,783	\$ 45,312,674
Return on Market Value	10.40%	10.04%
Return on Actuarial Value	6.34%	7.63%
Ratio - Actuarial Value to Market Value	103.2%	101.0%
Actuarial Information		
Normal Cost %	9.50%	10.54%
Actuarial Accrued Liability (AAL)	\$ 59,999,049	\$ 63,415,711
Unfunded Actuarial Accrued Liability (UAAL)	\$ 15,583,266	\$ 18,103,037
Funded Ratio	74.0%	71.5%
Amortization Period Remaining		
Non-DROP UAAL as of 6/30/2016	23 years	22 years
Assumption/Method Changes as of 6/30/2018	23 years	22 years
Experience and Benefit Provision Changes (FY's 2017-2022)	23 years	22 years
Experience Gain/(Loss) - New Amortization Layers	20 years	20 years

The Unfunded Actuarial Accrued Liability (UAAL) was financed as level percentages of member payroll. Please refer to page A-3 for a detailed schedule of the amortization periods to finance the unfunded liability.

Highlights/Changes

- In conjunction with the 2017-2022 Experience Study, the assumed rate of investment return decreased from 6.45% to 6.00% for the June 30, 2024 valuation. This decrease was part of a scheduled assumption change which was to occur over a two-year period (6.85% in 2022, 6.45% in 2023, 6.00% in 2024). The decrease in the assumed rate of return increased liabilities in the System.
- The investment experience on a market value basis was favorable, as well as experience on an actuarial value of assets basis (7.63% vs. 6.45% previously assumed), resulting in a gain.
- Retirement eligibility was modified for non-union members. While the increase to the actuarial accrued liability was minimal, this change put upward pressure on the Normal Cost (by about 20 basis points).
- Other demographic membership experience (in total) was near expectations for the 2024 fiscal year.

The Executive Summary gives an overview of the entire report. It cannot be used as a substitute for a thorough reading of the full report.



Executive Summary

Actuarial Valuation

This report presents the actuarial valuation of the City of Jackson Employees Retirement System prepared as of June 30, 2024. Valuations are prepared annually.

The primary purposes of this valuation report are to measure the System's liabilities, to determine the required employer contribution rate based upon the System's funding policy and to analyze changes in the System's actuarial position.

In addition, this report provides summaries of the member data, financial data, plan provisions, and actuarial assumptions and methods.

Financing Objectives

The System is supported by member contributions, employer contributions, and net earnings on the investments of the fund. The total contribution is determined by the actuarial valuation. Effective July 1, 2023, the member contribution rates were set to fixed rates, as approved by the Board of Trustees at the November 2022 Board Meeting. The employer contribution is the remainder of the total computed contribution. Previously (and until June 30, 2023), the member contribution rate was set at one-half of the total computed contribution less amounts for the DROP which are contributed by the City (not to exceed the respective benefit tier's normal cost rate).

The combined member and employer contributions are intended to be sufficient to pay the normal cost and to amortize the Unfunded Actuarial Accrued Liability (UAAL). The UAAL as of June 30, 2024 is financed over multiple level percent of pay closed periods (a method commonly referred to as layered amortization).

Unfunded liabilities associated with experience deviations, benefit changes, or assumption changes in future years are to be amortized over a closed period not exceeding 20 years beginning with the valuation year in which they arise. The sources and financing of the UAAL are shown on page A-3.

Amortization Policy

For the June 30, 2016 valuation, the Board adopted an Amortization Policy to finance the Unfunded Actuarial Accrued Liability (UAAL). The cost of the DROP was amortized over a closed 15-year period (which is fully amortized as of June 30, 2023). The Non-DROP UAAL as of the June 30, 2016 valuation was financed over a closed period of 30 years starting with the contribution for the fiscal year ending June 30, 2018. Unfunded liabilities associated with experience deviations, benefit changes, or assumption changes were to be amortized over a closed period not exceeding 30 years beginning with the valuation year in which they arise.

Effective with the June 30, 2023 valuation, all prior closed periods were reset to a single closed 23-year period and future amortization of unfunded liabilities associated with experience deviations will be amortized over closed periods not exceeding 20 years beginning with the valuation year in which they arise. This updated policy was adopted by the Board of Trustees at the August 2023 Board Meeting.

The most recent layers were created during this past 2024 Fiscal Year. The sources and financing of the UAAL are shown on page A-3.



Executive Summary

Contribution Requirement

The computed employer contribution for the fiscal year ending June 30, 2026 is 14.02% of covered payroll (\$1,623,411 estimated in dollars). This compares with an employer contribution for the fiscal year ending June 30, 2025 of 12.04% of covered payroll (\$1,347,820 estimated in dollars).

This valuation assumes that the plan sponsor will be able to make future contributions on a timely basis. Failure to receive the recommended employer contributions on a timely basis could jeopardize the sustainability of the System. We did not perform an analysis of the ability of the plan sponsor to make future contributions. Such an analysis is not within the scope of our assignment or within our analytical skill set.

Assets

The Actuarial Value of Assets is a smoothed Market Value. A smoothed value is used in order to dampen some of the year-to-year fluctuations in valuation results that would occur if the Market Value were used each year. The Actuarial Value of Assets (AVA) as of June 30, 2024 was \$45,312,674. The Market Value of Assets (\$44,848,135) is currently lower than the Actuarial Value of Assets by \$464,539 as of the valuation date (see page A-5). The unrecognized investment gains and losses for the 2022-2024 fiscal years will continue to be recognized over the next three years.

The investment return rate for the plan year ending June 30, 2024 on a Market Value basis was 10.04%, while it was 7.63% on an Actuarial Value basis. These figures differ because of the asset valuation procedure described above.

Funded Status

As of the valuation date, the Actuarial Accrued Liability (AAL) was \$63,415,711 and the Actuarial Value of Assets (AVA) was \$45,312,674, resulting in an Unfunded Actuarial Accrued Liability (UAAL) of \$18,103,037. The funded ratio (the ratio of the Actuarial Value of Assets to the Actuarial Accrued Liability) is 71.5%. At the time of last year's valuation, the UAAL was \$15,583,266, and the funded ratio was 74.0%. The Market Value of Assets is 70.7% of the Actuarial Accrued Liability. See page A-10 for the development of the actuarial gain or loss over the last year and page A-6 for a history of the funded ratios.

The Funded Status and Unfunded Actuarial Accrued Liability are not appropriate for assessing the sufficiency of plan assets to cover the estimated cost of settling the plan's benefit obligations. By themselves, these measures are not appropriate for assessing the need for or the amount of future employer contributions.

Executive Summary

Benefit Provisions

Benefit eligibilities were modified for non-union members, which increased liabilities by approximately \$56 thousand. This benefit changes also put upward pressure on the Normal Cost of the System (an increase of about 20 basis points). Please see the Summary of Benefits in Section B for full detail on the current plan provisions.

Actuarial Assumptions and Methods

In determining costs and liabilities, actuaries use assumptions about the future, such as rates of salary increase, probabilities of retirement, termination, death and disability, and an investment return assumption. The Board of Trustees sets the actuarial assumptions and methods considering recommendations made by the plan's actuary and other advisors. Actuarial assumptions were most recently reviewed and adopted by the Board of Trustees for the June 30, 2023 Actuarial Valuation. The rationales for the assumptions are described in the 2017-2022 Experience Study report dated July 31, 2023.

In conjunction with the 2017-2022 Experience Study, the following actuarial assumption changes were made since the June 30, 2023 Actuarial Valuation:

- Reduced the assumed rate of investment return from 6.45% to 6.00% (was reduced from 6.85% over a two-year period).

It is our recommendation that the Board conduct regular reviews of the actuarial assumptions, such as every five years. This period is industry standard and complies with Public Act 202. The next review of assumptions would be scheduled to follow the June 30, 2027 Actuarial Valuation.

Actuarial Experience

Net experience of the Retirement System was in aggregate favorable during the year ending June 30, 2024, resulting in a gain of \$598 thousand (1.00% of the prior year's Actuarial Accrued Liabilities). Most of the favorable experience came from investment gains totaling \$508 thousand attributable as a result of the recognized investment return (on the Actuarial Value of Assets) above the prior valuation's assumed rate of 6.45%. The demographic gains were mostly attributable to higher non-vested terminations/quits than expected (26 actual vs 17.1 expected).

The investment rate of return for the fiscal year ending 2024 on a Market Value basis was 10.04%, and 7.63% on an Actuarial Value basis. The reason these figures differ is because the Actuarial Value of Assets smooth prior investment gains and losses over a four-year period.

The experience gains and losses are derived on page A-10.



Executive Summary

Looking Forward

The total normal cost for new tier members (Hybrid members) hired on and after July 1, 2012 will be lower than the average normal cost for members hired prior to June 30, 2012 (non-hybrid members). This means that the total contribution rate is expected to decline over time as new tier members replace the current members. This will continue to put slight downward pressure on the normal cost contribution of the System, as can be seen on page A-8.

Michigan Public Act 202

Michigan Public Act 202 (PA 202) was signed into law December 20, 2017 and requires local units of government to electronically submit Form 5572 to the Michigan Department of Treasury (DOT) on an annual basis to evaluate the funded status of the retirement pension system. The local unit of government is considered underfunded if the actuarial accrued liability of a retirement pension system is less than 60% funded, and if the annual required contribution for all of the retirement systems of the local unit of government is greater than 10% of annual general fund operating revenues. An underfunded local unit of government is required to develop and submit for approval a corrective action plan for the local unit of government.

The Michigan State Treasurer has established uniform actuarial assumptions as required by PA 202 for use with the annual Form 5572 (Retirement System Annual Report).

The current valuation assumptions and/or methods used by the System match or fall in the range of uniform assumptions established by the Treasurer for PA 202 reporting purposes with the exception of the amortization period of the UAAL (maximum period of 15 years for FY 2024).

The following information has been prepared to provide some of the information necessary to complete the pension reporting requirements for the State of Michigan's Local Government Retirement System Annual Report (Form 5572). Additional resources are available on the State website.

Line	Descriptive Information	
18	Actuarial Assumptions	
19	Actuarial assumed Rate of Investment Return	6.00%
20	Amortization method utilized for funding the system's unfunded actuarial accrued liability, if any	Level Percent, Layered
21	Amortization period utilized for funding the system's unfunded actuarial accrued liability, if any	22*
22	Is each division within the system closed to new employees?	No
23	Uniform Assumptions	
24	Enter retirement pension system's actuarial value of assets using uniform assumptions	\$ 45,312,674.00
25	Enter retirement pension system's actuarial accrued liabilities using uniform assumptions	\$ 63,415,711.00
26	Funded ratio using uniform assumptions	71.5%
27	Actuarially Determined Contribution (ADC) using uniform assumptions	\$ 2,007,823.04
28	All systems combined ADC/Governmental fund revenues	Automatically Calculated

* Weighted average of amortization layers.

Executive Summary

Reserve Transfers

The June 30, 2024 actuarial present value of retirement allowances exceeded the balance in the Reserve for Retired Benefit Payments. In order to maintain a balance between the assets and the liabilities allocated to retired lives, the following transfer to the Reserve for Retired Benefit Payments from the Reserve for Employer Contributions is assumed:

Transfers to the Reserve for Retired Benefit Payments from the Reserve for Employer Contributions	
General	Water and Sewage
\$2,093,572	\$1,208,083

SECTION A

VALUATION RESULTS

Funding Objective

The funding objective of the Retirement System is to establish and receive contributions, expressed as percentages of active member payroll, which will remain approximately level from year to year and will not have to be increased for future generations of citizens.

Contribution Rates

The Retirement System is supported by member contributions, City contributions and investment income from Retirement System assets.

Contributions, which satisfy the funding objective, are determined by the annual actuarial valuation and are sufficient to:

- (1) Cover the actuarial present value of benefits allocated to the current year by the actuarial cost method described in Section C (the normal cost); and
- (2) Finance over a period of future years the actuarial present value of benefits not covered by the actuarial value of assets and anticipated future normal costs (unfunded actuarial accrued liability).

Computed contribution rates for the fiscal year ending June 30, 2026 are shown on page A-2.

Contributions to Fund Benefits Expressed as Percentages of Active Member Payroll

Contributions for	Fiscal Year Ending June 30, 2026		
	Non-Hybrid	Hybrid	Total Weighted Averages
Normal Cost			
Age and Service Allowances	9.61 %	6.79 %	7.79 %
Disability and Survivor	0.85	0.55	0.65
Refunds of Member Contributions	1.76	1.52	1.60
Administrative Expenses	0.50	0.50	0.50
Total Normal Cost	12.72	9.36	10.54
Unfunded Actuarial Accrued Liability (UAAL)	10.02	10.02	10.02
Total Computed Contribution (Member+Employer)	22.74 %	19.38 %	20.56 %
Less Weighted Average Member Contributions	7.71 %	5.91 %	6.54 %
Recommended Employer Contributions			
as Percentage of Payroll	15.03 %	13.47 %	14.02 %
Total Dollar Contribution			\$ 1,623,411

Notes

Please refer to page A-3 for a detailed breakdown of the sources and financing periods of UAAL (10.02%).

Financing of the Unfunded Actuarial Accrued Liability

Year Established	Amortization Period (Yrs)		Unfunded Actuarial Accrued Liability (UAAL)		UAAL Contribution for Fiscal Year Ending July 1, 2026	
	Initial	Remaining	Initial Amount	Amount as of Valuation Date June 30, 2024	Dollar	% of Pay
Unfunded Actuarial Accrued Liability as of June 30, 2022						
6/30/2022	24	22	\$ 13,158,822	\$ 12,833,695	\$ 819,077	7.07%
(Gain)/Loss Amortization Layers (Fiscal Years 6/30/2023 and thereafter)						
<i>Changes from Experience</i>						
6/30/2023	20	19	\$ 67,171	\$ 71,504	\$ 4,989	0.04%
6/30/2024	20	20	\$ (597,856)	\$ (597,856)	\$ (43,148)	(0.37)%
<i>Changes from Benefit Provisions</i>						
6/30/2024	20	20	\$ 56,145	\$ 56,145	\$ 4,052	0.03%
<i>Changes from Actuarial Assumptions/Methods</i>						
6/30/2023	23	22	\$ 2,657,416	\$ 2,828,819	\$ 178,889	1.54%
6/30/2024	22	22	\$ 2,910,730	\$ 2,910,730	\$ 196,353	1.70%
Totals				\$ 18,103,037	\$ 1,160,211	10.02%

Totals may not add due to rounding.

In conjunction with the 2017-2022 Experience Study, the Board of Trustees adopted to consolidate all prior UAAL amortization basis to a single 24-year period (22 years remaining as of the June 30, 2024 valuation).

The increase in UAAL resulting from actuarial assumption/method changes in conjunction with the 2017-2022 Experience Study are amortized over the same period (the assumption changes were to be recognized over a two-year period and new layers were established in June 30, 2023 and June 30, 2024).

Future amortization of unfunded liabilities associated with experience deviations (beginning with the June 30, 2023 actuarial valuation) are amortized over closed periods not exceeding 20 years, beginning with the valuation year in which they arise.

The single equivalent level percent-of-payroll amortization period based upon the above computed UAAL Contribution rate would be about 22 years. This schedule should be periodically reviewed by the Board.



Financing of the Actuarial Accrued Liability

In financing the actuarial accrued liability, the actuarial value of assets of \$45,312,674 were distributed as shown below. Please see page A-5 for information concerning the derivation of the actuarial value of assets.

Reserves	Present Valuation Assets Applied to			Totals
	Member Actuarial Accrued Liability	Retired Life Actuarial Liability	Contingency Reserve	
Employees' Contributions	\$ 8,300,309			\$ 8,300,309
Employer Contributions	(1,657,860)	\$ 3,301,655		1,643,795
Retired Benefit Payments		35,368,570	none	35,368,570
Totals	\$ 6,642,449	\$ 38,670,225	none	\$ 45,312,674

Assets were applied against actuarial accrued liability in determining unfunded actuarial accrued liability as follows:

	Retired Lives	Active Members	Totals
Computed Actuarial Accrued Liability	\$ 38,670,225	\$ 24,745,486	\$ 63,415,711
Applied Assets	38,670,225	6,642,449	45,312,674
Unfunded Actuarial Accrued Liability	\$ none	\$ 18,103,037	\$ 18,103,037

Development of Actuarial Value of Retirement System Assets

Year Ended June 30:	2021	2022	2023	2024	2025	2026	2027
A. Actuarial Value Beginning of Year	\$40,465,579	\$42,827,484	\$43,306,900	\$44,415,783			
B. Market Value End of Year	47,877,576	40,503,270	43,046,032	44,848,135			
C. Market Value Beginning of Year	39,166,667	47,877,576	40,503,270	43,046,032			
D. Non-Investment Net Cash Flow							
D1. Net Cash Flow (NCF)	(1,930,510)	(1,716,658)	(1,586,239)	(2,398,937)			
D2. NCF/Market Value Beginning of Year: D1 / C	(4.9)%	(3.6)%	(3.9)%	(5.6)%			
E. Investment Income							
E1. Market Total: B - C - D1	10,641,419	(5,657,648)	4,129,001	4,201,040			
E2. Amount for Immediate Recognition	2,705,772	2,874,887	2,912,194	2,787,452			
E3. Amount for Phased-In Recognition: E1-E2	7,935,647	(8,532,535)	1,216,807	1,413,588			
F. Phased-In Recognition of Investment Income							
F1. Current Year: 0.25 x E3	1,983,912	(2,133,134)	304,202	353,397			
F2. First Prior Year	(372,052)	1,983,912	(2,133,134)	304,202	\$ 353,397		
F3. Second Prior Year	(157,541)	(372,052)	1,983,912	(2,133,134)	304,202	\$ 353,397	
F4. Third Prior Year	132,324	(157,539)	(372,052)	1,983,911	(2,133,133)	304,201	\$353,397
F5. Total Recognized Investment Gain: F1 + F2 + F3 + F4	1,586,643	(678,813)	(217,072)	508,376	(1,475,534)	657,598	353,397
G. Actuarial Value End of Year: A + D1 + E2 + F5	42,827,484	43,306,900	44,415,783	45,312,674			
H. Difference Between Market & Actuarial Value	5,050,092	(2,803,630)	(1,369,751)	(464,539)			
I. Recognized Rate of Return	10.87%	5.23%	6.34%	7.63%			
J. Market Rate of Return	27.86%	(12.03)%	10.40%	10.04%			
K. Ratio of Actuarial Value to Market Value: G / B	89.5%	106.9%	103.2%	101.0%			

The Actuarial Value of Assets recognizes assumed investment income (line E2) fully each year. Differences between actual and assumed investment income (line E3) are phased-in over a closed four-year period. During periods when investment performance exceeds the assumed rate, Actuarial Value of Assets will tend to be less than Market Value. During periods when investment performance is less than the assumed rate, Actuarial Value of Assets will tend to be greater than Market Value. The Actuarial Value of Assets is unbiased with respect to Market Value. At any time, it may be either greater or less than Market Value. If actual and assumed rates of retirement income are exactly equal for four consecutive years, the Actuarial Value will become equal to Market Value.



Valuation Results Comparative Statement

	(1)	(2)	(3)	(4)	(5)	(6)	(7)
Valuation Date	Actuarial Value of Assets	Valuation Payroll	Actuarial Accrued Liability (AAL)	Unfunded Actuarial Accrued Liability (UAAL)	Amortization Period Years [^]	Funded Ratio (1) / (3)	Gain (Loss)
6/30/04(a)	\$ 32,919	\$ 9,600	\$ 31,417	\$ (1,502)	N/A	104.8	\$ (1,788)
6/30/05	32,395	9,600	33,016	621	N/A	98.1	(1,899)
6/30/06	31,867	10,091	35,019	3,152	30	91.0	(2,449)
6/30/07(a)	34,236	10,119	38,091	3,855	30	89.9	381
6/30/08(a)	35,618	10,295	40,907	5,289	30	87.1	(469)
6/30/09	34,971	10,184	42,855	7,884	30	81.6	(2,485)
6/30/10(a)	34,124	8,969	43,283	9,159	30	78.8	(1,518)
6/30/11	32,986	8,169	43,916	10,930	30	75.1	(1,466)
6/30/12(a)	32,117	8,479	48,321	16,204	30	66.5	(2,084)
6/30/13	33,538	7,970	48,773	15,235	30	68.8	1,539
6/30/14	35,921	7,609	49,373	13,452	30	72.8	1,953
6/30/15	37,072	7,211	48,882	11,810	30	75.8	1,702
6/30/16(a)	38,406	7,292	48,224	9,818	30	79.6	784
6/30/17(a)	39,624	7,533	48,898	9,274	29-30	81.0	147
6/30/18(a)	39,886	8,102	54,888	15,002	28-30	72.7	(270)
6/30/19	39,888	8,424	54,960	15,072	27-30	72.6	289
6/30/20	40,466	8,503	55,757	15,291	26-30	72.6	(195)
6/30/21(a)	42,827	9,036	56,154	13,327	25-30	76.3	2,177
6/30/22(a)	43,307	9,876	56,466	13,159	24-30	76.7	(165)
6/30/23(a)	44,416	10,603	59,999	15,583	20-23	74.0	(67)
6/30/24	45,313	10,968	60,449	15,136	19-22	75.0	598
6/30/24(a)	45,313	10,968	63,416	18,103	19-22	71.5	598

(a) After changes in benefit provisions and/or actuarial assumptions and actuarial cost methods.

[^] The UAAL associated with the DROP was amortized as a level percent-of-payroll over a closed period of 15 years beginning July 1, 2008. For fiscal year ending June 30, 2024, there are no years left in the amortization period. The UAAL associated with the June 30, 2016 valuation was amortized as a level percent-of-payroll contribution over a closed period of 30 years for fiscal year ending June 30, 2018. As of June 30, 2022, all amortization periods were consolidated to a single 24-year period (23 years beginning with the June 30, 2023 valuation). Unfunded liabilities associated with experience deviations, benefit changes, or assumption changes beginning with the June 30, 2023 valuation are to be amortized over a closed period not exceeding 20 years beginning with the valuation year in which they arise.

Recommended and Actual Contributions Comparative Statement

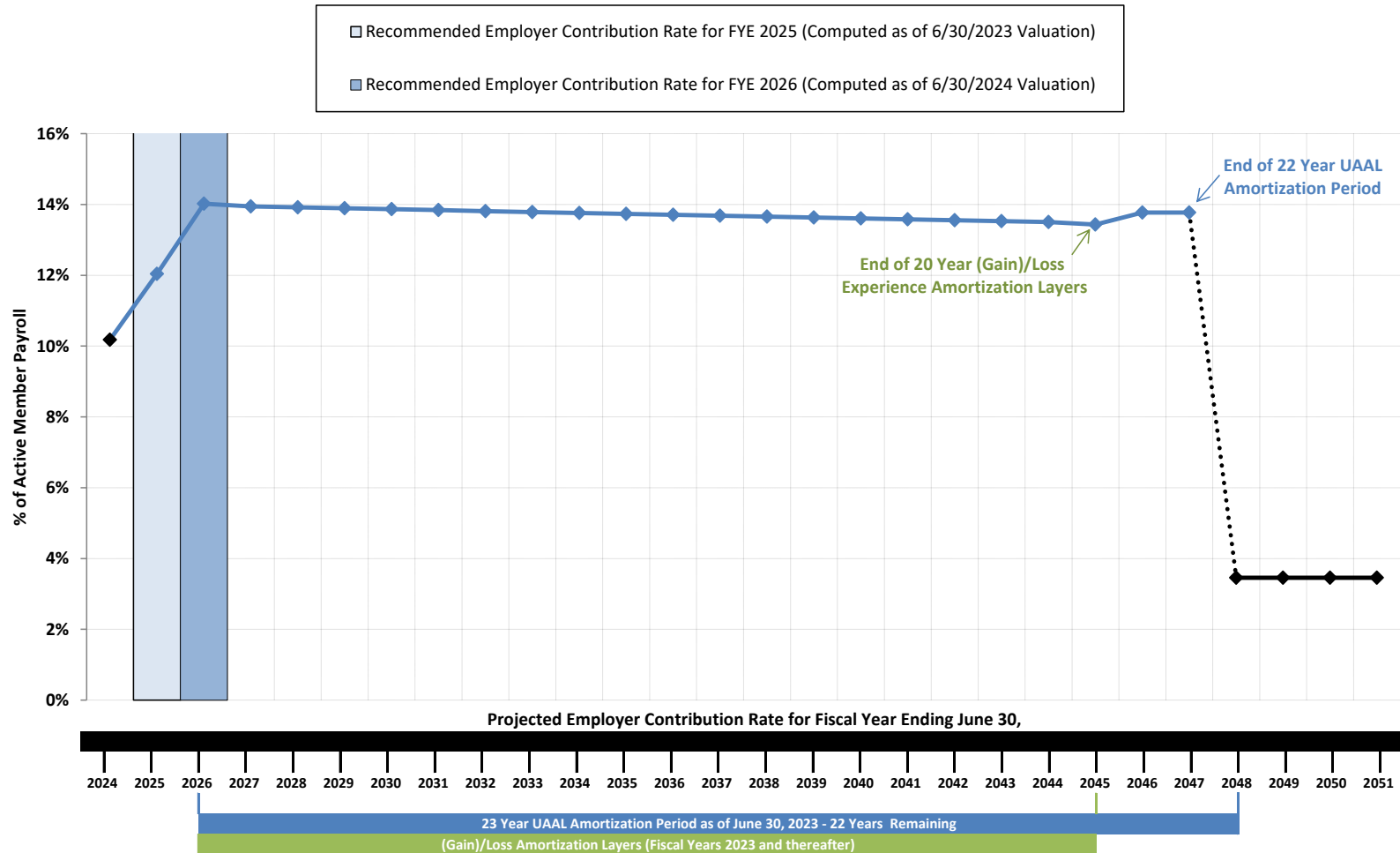
Fiscal Year	Valuation Date	Dollar Contributions		% of Payroll Contributions*		Percentage Contributed
		Projected^	Actual	Recommended	Actual	
05/06 (a)	6/30/04	\$ 584,257	\$ 572,520	5.60	5.60	100
06/07	6/30/05	721,955	722,422	6.92	6.92	100
07/08	6/30/06	832,376	803,042	7.59	7.59	100
08/09 (a)	6/30/07	841,320	793,649	7.65	7.65	100
09/10 (a)	6/30/08	863,777	750,439	7.72	7.72	100
10/11	6/30/09	945,179	786,824	8.54	8.54	100
11/12 (a)	6/30/10	861,134	817,748	9.21	9.21	100
12/13	6/30/11	880,750	845,595	9.92	9.92	100
13/14 (a)	6/30/12	1,126,236	986,872	12.52	12.52	100
14/15	6/30/13	1,033,247	947,436	12.22	12.22	100
15/16	6/30/14	958,228	889,235	11.87	11.87	100
16/17	6/30/15	938,653	933,208	12.27	12.27	100
17/18 (a)	6/30/16	774,365	821,020	10.01	10.01	100
18/19 (a)	6/30/17	779,188	835,541	9.75	9.75	100
19/20 (a)	6/30/18	1,067,587	1,058,427	12.42	12.42	100
20/21	6/30/19	1,073,343	1,068,745	12.01	12.01	100
21/22	6/30/20	1,106,863	1,222,458	12.27	12.27	100
22/23	6/30/21	1,055,434	1,210,604	11.01	11.01	100
23/24 (a)	6/30/22	1,066,460	1,135,855	10.18	10.18	100
24/25 (a)	6/30/23	1,347,820		12.04		
25/26 (a)	6/30/24	1,623,411		14.02		

(a) After changes in benefit provisions and/or actuarial assumptions and actuarial cost methods.

* Minimum employer contributions of 2.5% of payroll pursuant to Ordinance amendments effective July 1, 1990, 1991, and 2007 plus a contribution for Early Retirement Window and for DROP (until fiscal year 22/23).

^ Projected dollar contributions are based on a projected payroll and will not match dollar contributions when pay increases differ from assumptions.

Current and Future Projected Employer Contributions as a Percentage of Expected Active Member Payroll



NOTE: Any Future (Gain)/Loss UAAL Amortization schedules are excepted to be \$0 if all Actuarial Assumptions are met. In reality, experience deviates from assumptions. The (Gain)/Loss UAAL amounts are expected to float both above and below zero in any given year. These amounts are amortized over new independent 20-Year periods to smooth changes to future employer contributions as a result of System experience. The minimum employer contribution is 2.5% of payroll.

Summary Statement of System Resources and Obligations

Present Resources and Expected Future Resources

	June 30, 2023			June 30, 2024		
	General	Water & Sewage	Totals	General	Water & Sewage	Totals
A. Present value of System assets						
1. Net assets from financial statements	\$35,646,532	\$ 7,399,500	\$43,046,032	\$37,402,524	\$ 7,445,611	\$44,848,135
2. Reduction for contribution stabilization	0	0	0	0	0	0
3. Market value adjustment	1,134,294	235,457	1,369,751	387,417	77,122	464,539
4. Actuarial Value of Assets	36,780,826	7,634,957	44,415,783	37,789,941	7,522,733	45,312,674
B. Present value of expected future employer contributions						
1. For normal costs	\$ 1,305,911	\$ 451,119	\$ 1,757,030	\$ 2,046,025	\$ 807,049	\$ 2,853,074
2. For unfunded actuarial accrued liability	9,204,173	6,379,093	15,583,266	10,531,334	7,571,703	18,103,037
3. Total	10,510,084	6,830,212	17,340,296	12,577,359	8,378,752	20,956,111
C. Actuarial present value of expected future member contributions	\$ 3,965,038	\$ 1,438,266	\$ 5,403,304	\$ 4,023,199	\$ 1,653,300	\$ 5,676,499
D. Total	\$51,255,948	\$15,903,435	<u>\$67,159,383</u>	\$54,390,499	\$17,554,785	<u>\$71,945,284</u>

Actuarial Present Value of Expected Future Benefit Payments

	June 30, 2023			June 30, 2024		
	General	Water & Sewage	Totals	General	Water & Sewage	Totals
A. To retirants and beneficiaries	\$27,550,424	\$ 8,735,709	\$36,286,133	\$28,764,212	\$ 9,906,013	\$38,670,225
B. To vested terminated members	\$ 2,392,540	\$ 963,955	\$ 3,356,495	\$ 2,262,181	\$ 33,280	\$ 2,295,461
C. To present active members						
1. Allocated to service rendered prior to valuation date	\$16,042,035	\$ 4,314,386	\$20,356,421	\$17,294,882	\$ 5,155,143	\$22,450,025
2. Allocated to service likely to be rendered after valuation date	5,270,949	1,889,385	7,160,334	6,069,224	2,460,349	8,529,573
3. Total	\$21,312,984	\$ 6,203,771	\$27,516,755	\$23,364,106	\$ 7,615,492	\$30,979,598
D. Total	\$51,255,948	\$15,903,435	<u>\$67,159,383</u>	\$54,390,499	\$17,554,785	<u>\$71,945,284</u>



Active Member Experience Gain (Loss)

Year Ended June 30, 2024

	Actuarial Accrued Liability (A)	Actuarial Value of Assets (B)	Unfunded Actuarial Accrued Liability (C) = (A) - (B)
(1) Value at start of year	\$59,999,049	\$44,415,783	\$15,583,266
(2) Normal cost from last valuation	1,042,001	N/A	1,042,001
(3) Actual contributions	N/A	1,869,677	(1,869,677)
(4) Disbursements	(4,268,614)	(4,268,614)	-
(5) Interest accrual [(1) + [(2)+(3)+(4)]1/2]*6.45%	3,765,880	2,787,452	978,428
(6) Expected value before changes (1)+(2)+(3)+(4)+(5)	60,538,316	44,804,298	15,734,018
(7) Increase/(decrease) due to plan amendments	56,145	-	56,145
(8) Increase/(decrease) due to method changes	-	-	-
(9) Increase/(decrease) due to revised assumptions	2,910,730	-	2,910,730
(10) Expected value after changes (6)+(7)+(8)+(9)	63,505,191	44,804,298	18,700,893
(11) Actual value at end of year	63,415,711	45,312,674	18,103,037
(12) Gain/(loss) (10)-(11) [(Gain)/loss for assets]	89,480	(508,376)	597,856

Valuation Date June 30,	Actuarial Gain/(Loss) (in Thousands)
2015	\$1,702
2016	784
2017	147
2018	(270)
2019	289
2020	(195)
2021	2,177
2022	(165)
2023	(67)
2024	598

Other Observations

General Implications of the Contribution Allocation Procedure or Funding Policy on Future Expected Contributions and Funded Status

Given the System's contribution allocation procedure, if all actuarial assumptions are met (including the assumption of the Retirement System earning 6.00%), it is expected that:

1. The employer normal cost is sufficient to cover the cost of benefits accruing each year;
2. The Unfunded Actuarial Accrued Liabilities (UAAL) will continue to be fully amortized; and
3. The funded status of the Retirement System will continue to increase gradually towards a 100% funded ratio.

Limitations of Funded Status Measurements

Unless otherwise indicated, a funded status measurement presented in this report is based upon the Actuarial Accrued Liability (AAL) and the Actuarial Value of Assets (AVA). Unless otherwise indicated, with regard to any funded status measurements presented in this report:

1. The measurement is inappropriate for assessing the sufficiency of Retirement System assets to cover the estimated cost of settling the Retirement System's benefit obligations; for example, transferring the liability to an unrelated third party in a market value type transaction.
2. The measurement is dependent upon the Actuarial Cost Method which, in combination with the Retirement System's amortization policy, affects the timing and amounts of future contributions. The amounts of future contributions will most certainly differ from those assumed in this report due to future actual experience differing from assumed experience based upon the actuarial assumptions. Even if the funded status measurement in this report was 100%, it would not be synonymous with no required future contributions. The Retirement System would still require future normal cost contributions (i.e., contributions to cover the cost of active membership accruing an additional year of service credit).
3. The measurement would produce a different result if the Market Value of Assets (MVA) were used instead of the AVA, unless the MVA is used in the measurement.

Limitations of Project Scope

Actuarial standards do not require the actuary to evaluate the ability of the plan sponsor or other contributing entities to make required contributions to the plan when due. Such an evaluation was not within the scope of this project and is not within the actuary's domain of expertise. Consequently, the actuary performed no such evaluation.

Risks to Future Employer Contribution Requirements

There are ongoing risks to future employer contribution requirements to which the Retirement System is exposed, such as:

- Actual and Assumed Investment Rate of Return
- Actual and Assumed Mortality Rates
- Amortization Policy

Risk Measures – Risks Associated with Measuring the Accrued Liability and Actuarially Determined Contribution

The determination of the accrued liability and the actuarially determined contribution requires the use of assumptions regarding future economic and demographic experience. Risk measures, as illustrated in this report, are intended to aid in the understanding of the effects of future experience differing from the assumptions used in the course of the actuarial valuation. Risk measures may also help with illustrating the potential volatility in the accrued liability and the actuarially determined contribution that result from the differences between actual experience and the actuarial assumptions.

Future actuarial measurements may differ significantly from the current measurements presented in this report due to such factors as the following: plan experience differing from that anticipated by the economic or demographic assumptions; changes in economic or demographic assumptions due to changing conditions; increases or decreases expected as part of the natural operation of the methodology used for these measurements (such as the end of an amortization period, or additional cost or contribution requirements based on the System's funded status); and changes in plan provisions or applicable law. The scope of an actuarial valuation does not include an analysis of the potential range of such future measurements.

Examples of risk that may reasonably be anticipated to significantly affect the plan's future financial condition include:

1. **Investment Risk** – actual investment returns may differ from the expected returns;
2. **Asset/Liability Mismatch** – changes in asset values may not match changes in liabilities, thereby altering the gap between the accrued liability and assets and consequently altering the funded status and contribution requirements;
3. **Contribution Risk** – actual contributions may differ from expected future contributions. For example, actual contributions may not be made in accordance with the plan's funding policy or material changes may occur in the anticipated number of covered employees, covered payroll, or other relevant contribution base;
4. **Salary and Payroll Risk** – actual salaries and total payroll may differ from expected, resulting in actual future accrued liability and contributions differing from expected;
5. **Longevity Risk** – members may live longer or shorter than expected and receive pensions for a period of time other than assumed; and
6. **Other Demographic Risks** – members may terminate, retire or become disabled at times or with benefits other than assumed resulting in actual future accrued liability and contributions differing from expected.

The effects of certain trends in experience can generally be anticipated. For example, if the investment return since the most recent actuarial valuation is less (or more) than the assumed rate, the cost of the plan can be expected to increase (or decrease). Likewise, if longevity is improving (or worsening), increases (or decreases) in cost can be anticipated.

The computed contribution shown on page A-2 may be considered as a minimum contribution rate that complies with the Board's funding policy. The timely receipt of the actuarially determined contributions is critical to support the financial health of the plan. Users of this report should be aware that contributions made at the actuarially determined rate do not necessarily guarantee benefit security.

Risk Measures

(\$ in Thousands)

Actuarial Valuation Date (6/30)	(1) Actuarial Value of Assets (AVA)	(2) Actuarial Accrued Liability (AAL)	(3) Unfunded AAL (UAAL) (2) - (1)	(4) Payroll	(5) Funded Ratio (1) / (2)	(6) Retiree Liabilities (RetLiab)	(7) RetLiab / AAL (6)/(2)	(8) AAL / Payroll (2) / (4)	(9) Assets / Payroll (1) / (4)	(10) UAAL / Payroll (3) / (4)	(11) Non- Invest. Cash Flow (NICF)	(12) NICF / Assets (11)/(1)	(13) Market Rate of Return	(14) 5-year Trailing Geometric Average
2020	\$ 40,466	\$ 55,757	\$ 15,291	\$ 8,503	72.6%	\$ 36,267	65.0%	655.7%	475.9%	179.8%	\$ (1,959)	(4.8)%	3.0%	5.9%
2021	42,827	56,154	13,327	9,036	76.3%	36,145	64.4%	621.4%	474.0%	147.5%	(1,931)	(4.5)%	27.9%	10.8%
2022	43,307	56,466	13,159	9,876	76.7%	35,130	62.2%	571.7%	438.5%	133.2%	(1,717)	(4.0)%	(12.0)%	5.8%
2023 *	44,416	59,999	15,583	10,603	74.0%	36,286	60.5%	565.9%	418.9%	147.0%	(1,586)	(3.6)%	10.4%	6.1%
2024 *	45,313	63,416	18,103	10,968	71.5%	38,670	61.0%	578.2%	413.1%	165.1%	(2,399)	(5.3)%	10.0%	7.1%

* Revised actuarial assumptions or methods were made from the prior year.

(5). The funded ratio is the most widely known measure of a plan's financial strength, but the trend in the funded ratio is much more important than the absolute ratio. The funded ratio should trend to 100%. As it approaches 100%, it is important to re-evaluate the level of investment risk in the portfolio and potentially to re-evaluate the assumed rate of return.

(6) and (7). The ratio of retiree liabilities to total accrued liabilities gives an indication of the maturity of the system. As the ratio increases, cash flow needs increase, and the liquidity needs of the portfolio change. A ratio on the order of 50% indicates a maturing system.

(8) and (9). The ratio of liabilities and assets to payroll gives an indication of both maturity and volatility. Many systems have ratios between 500% and 700%. Ratios significantly above that range may indicate difficulty in supporting the benefit level as a level % of payroll.

(10). The ratio of unfunded liability to payroll gives an indication of the plan sponsor's ability to actually pay off the unfunded liability. A ratio above approximately 300% or 400% may indicate difficulty in discharging the unfunded liability within a reasonable time frame.

(11) and (12). The ratio of Non-Investment Cash Flow to assets is an important measure of sustainability. Negative ratios are common and expected for a maturing system. In the longer term, this ratio should be on the order of approximately -4% based upon current plan assumptions. A ratio that is significantly more negative than that for an extended period could be a leading indicator of potential exhaustion of assets.

(13) and (14). Investment return is probably the largest single risk that most systems face. The year-by-year return and the five-year geometric average both give an indication of the reasonableness of the system's assumed return. Of course, past performance is not a guarantee of future results. Market rate shown is based on actuarial estimation method and will differ modestly from figures reported by the investment consultant.



Low-Default-Risk Obligation Measure

Introduction

In December 2021, the Actuarial Standards Board (ASB) adopted a revision to Actuarial Standard of Practice (ASOP) No. 4, *Measuring Pension Obligations and Determining Pension Plan Costs or Contributions*. The revised ASOP No. 4 requires the calculation and disclosure of a liability referred to by the ASOP as the “Low-Default-Risk Obligation Measure” (LDROM). The rationale that the ASB cited for the calculation and disclosure of the LDROM was included in the Transmittal Memorandum of ASOP No. 4 and is presented below (emphasis added):

“The ASB believes that the calculation and disclosure of this measure provides **appropriate, useful information for the intended user regarding the funded status of a pension plan**. The calculation and disclosure of this additional measure is **not intended to suggest that this is the “right” liability measure** for a pension plan. However, the ASB does believe that **this additional disclosure provides a more complete assessment of a plan’s funded status and provides additional information regarding the security of benefits that members have earned as of the measurement date.**”

Comparing the Accrued Liabilities and the LDROM

One of the fundamental financial objectives of the City of Jackson Employees Retirement System is to finance each member’s retirement benefits over the period from the member’s date of hire until the member’s projected date of retirement (entry age actuarial cost method) as a level percentage of payroll. To fulfill this objective, the discount rate that is used to value the accrued liabilities is set equal to the **expected return** on the System’s diversified portfolio of assets (referred to sometimes as the investment return assumption). The current investment return assumption is 6.00%.

The LDROM is meant to approximately represent the lump sum cost to a plan to purchase low-default-risk fixed income securities whose resulting cash flows essentially replicate in timing and amount the benefits earned (or the costs accrued) as of the measurement date. The LDROM is very dependent upon market interest rates at the time of the LDROM measurement. The lower the market interest rates, the higher the LDROM, and vice versa. The LDROM results presented in this report are based on the projected unit credit actuarial cost method and discount rates based upon the June 2024 Treasury Yield Curve Spot Rates (end of month). The 1-, 5-, 10-, and 30-year rates follow: 5.12%, 4.34%, 4.22% and 4.45%. This measure may not be appropriate for assessing the need for or amount of future contributions. This measure may not be appropriate for assessing the sufficiency of plan assets to cover the estimated cost of settling the plan’s benefit obligation.

The difference between the two measures (Valuation and LDROM) is one illustration of the savings the sponsor anticipates by taking on risk in a diversified portfolio.

Valuation Accrued Liabilities	LDROM
\$63,415,711	\$72,698,324

SECTION B

SUMMARY OF BENEFIT PROVISIONS AND VALUATION DATA

Summary of Benefit Provisions Evaluated or Considered (June 30, 2024)

Voluntary Retirement (no reduction for age)

MAPE Members

Eligibility –

Hired on or before June 30, 2016		
Retiring on or before December 31, 2021	Retiring on or after January 1, 2022	Hired on or after July 1, 2016
Age 60 & 10 years of service	Age 65 & 10 years of service	Age 65 & 10 years of service
Age 58 & 25 years of service	Age 62 & 25 years of service	37 years of service
30 years of service	Age 56 & 30 years of service	

Final Average Compensation – Retiring on or before October 31, 2024: Average of annual compensations for the period of 3 consecutive years producing the highest average and contained within the last 10 years immediately preceding retirement. **Retiring after October 31, 2024:** Average of annual compensations for the last 5 consecutive years of credited service.

Non-Union Members

Eligibility –

Age 65 & 10 years of service
Age 58 & 27 years of service
35 years of service

Final Average Compensation –

Hired before December 31, 1996: The average of the employee's last three consecutive years of credited service.

Hired on or after January 1, 1997 and before June 30, 2012: The average of the employee's last four consecutive years of credited service.

Hired on or after July 1, 2012 and before December 31, 2016: The average of the employee's last six consecutive years of credited service.

Hired on or after January 1, 2017: The average of the employees last eight consecutive years of service.

Hired on or after January 1, 2018: The average of the employees last nine consecutive years of service.



Summary of Benefit Provisions Evaluated or Considered (June 30, 2024)

Annual Amount (MAPE & Non-Union) – Total service times 2.0% of Final Average Compensation (FAC). Members hired on or after July 1, 2012 receive total service times 1.25% of FAC (1.50% for MAPE members).

Pension Cap (MAPE) – No annual pension of future retirements shall equate to more than 72% of the FAC.

Pension Cap (Non-Union) – The maximum annual pension amount shall be determined in accordance to the following table:

General Employees Retirement Plan (Hired before June 30, 2012)		Hybrid Pension Plan (Hired on or after July 1, 2012)	
Years of Service	Pension Cap as a Percentage of FAC	Years of Service	Pension Cap as a Percentage of FAC
Over 10 and less than 20	35%	Over 10 and less than 20	24%
Over 20 and less than 25	47%	Over 20 and less than 25	28%
Over 25 and less than 30	54%	Over 25 and less than 30	32%
Over 30 and less than 32	62%	Over 30 and less than 35	41%
Over 32 and less than 35	68%	Over 35 and less than 40	45%
Over 35 and less than 36	70%	40 and over	47%
Over 36 and less than 38	71%		
Over 38	73%		

Summary of Benefit Provisions Evaluated or Considered (June 30, 2024)

Deferred Retirement (vested benefit)

Eligibility – Termination of City employment at any age after 10 years of credited service.

Annual Amount – Accrued regular retirement amount based on credited service and FAC at time of termination.

The deferred benefit is payable at the following ages based on hire date:

Hire Date	Benefit Payable at Age
Hired prior to December 31, 2011	56
Hired between January 1, 2012 and December 31, 2017	60
Hired between January 1, 2018 and December 31, 2023	64
Hired after January 1, 2024	68

Deferred Retirement Option Plan (DROP)

The DROP Program has been closed as of June 30, 2015.

Duty Disability Retirement

Eligibility – Total and permanent disability incurred in line of duty with the City for which worker's compensation is being paid.

Annual Amount – Computed in the same manner as the regular retirement amount based on FAC and credited service at time of disability retirement. Minimum is \$150 per month for benefit group (MAPE); minimum is 10% of the first \$4,200 of FAC plus 15% of FAC in excess of \$4,200 for benefit group general. At expiration of worker's compensation period, amount is recomputed to include years during which worker's compensation was paid.

Non-Duty Disability Retirement

Eligibility – Total and permanent disability after 10 or more years of credited service.

Annual Amount – Computed in same manner as the regular retirement amount based on FAC and credited service at the time of disability retirement; minimum is \$150 per month for benefit group (MAPE); minimum is 10% of first \$4,200 of FAC plus 15% of FAC in excess of \$4,200 for other members.



Summary of Benefit Provisions Evaluated or Considered (June 30, 2024)

Duty Death before Retirement

Eligibility – Death in line of duty with the City.

Annual Amount – To the spouse: One-third of member's final compensation. To one or two children: One-fourth of member's final compensation. To three or more children: An equal share of one-half of the member's final compensation. Amount to spouse continues to remarriage or death; amount to children continues to earlier of marriage, adoption, death, or attainment of age 18. Maximum total amount payable – \$2,100 per year.

Non-Duty Death before Retirement

Eligibility – 10 or more years of credited service.

Annual Amount – Computed in the same manner as regular retirement based on credited service and FAC at time of death actuarially reduced for a 100% joint and survivor election. Amount is payable to designated beneficiary; otherwise, automatically to surviving spouse.

Member Contributions

Prior to the 2024 Fiscal Year, members contributed one-half of total computed contribution less amounts associated with early retirement windows or the DROP Program which are contributed by the City. In no event will the member or City contribution be less than 2.50%.

Effective July 1, 2024, members contribute the below contribution rates:

Division	Member Contribution Rate
Non-Hybrid MAPE Members	8.00%
Non-Hybrid Non-Union Members	7.50%
Hybrid MAPE Members	6.50%
Hybrid Non-Union Members	5.50%

Other Benefits

Military Service Buyback – Up to six years of military service may be purchased at no cost to the System.

Service Credit Purchase Option – A contractual employee may be eligible to purchase service credits at no cost to the System.

Annuity Withdrawal Option – For MAPE and Non-Union: Actuarial reduction of the member's monthly retirement benefit for such withdrawals. All such annuities shall be calculated at a discount rate that is no less than cost neutral (currently calculated using 8.00%).



Summary of Benefit Provisions Evaluated or Considered (June 30, 2024)

The former description of Voluntary Retirement is listed here for comparison purposes to current benefit provisions.

Voluntary Retirement (no reduction for age) – before Changes

Eligibility – 30 or more years of service, or age 55 with 25 or more years of service, or age 60 with 10 or more years of service.

Annual Amount – Total service times 2.0% of Final Average Compensation (FAC). Members hired on or after July 1, 2012 receive total service times 1.25% of FAC.

Final Average Compensation – *MAPE Members:* Average of annual compensations for the period of 3 consecutive years producing the highest average and contained within the last 10 years immediately preceding retirement. *Non-Union Members:* Average of annual compensations for the last 3 consecutive years of credited service.

Retirees and Beneficiaries Comparative Schedule

Year Ended June 30	Added to Rolls		Removed from Rolls		Rolls End of Year		Active Per Retired	Average Allowances	Discounted Value of Allowances	
	No.	Annual Allowances	No.	Annual Allowances	No.	Annual Allowances			Total	Average
2000	8	\$ 89,189	9	\$ 72,390	143	\$ 1,147,043	1.6	\$ 8,021	\$ 9,985,860	\$ 69,831
2001	10	315,129	4	34,351	149	1,427,821	1.5	9,583	11,663,240	78,277
2002	3	25,078	6	72,356	146	1,380,543	1.6	9,456	11,250,485	77,058
2003	8	151,848	9	122,197	145	1,410,194	1.6	9,725	11,543,221	79,608
2004	5	137,576	10	55,440	140	1,492,330	1.6	10,660	12,546,008	89,614
2005	10	160,093	6	62,364	144	1,590,059	1.5	11,042	13,296,443	92,336
2006	3	47,969	4	19,433	143	1,618,595	1.5	11,319	13,411,809	93,789
2007	12	237,858	5	90,787	150	1,765,666	1.4	11,771	15,258,928	101,726
2008	13	237,891	15	112,425	148	1,891,132	1.4	12,778	16,609,084	112,224
2009	12	252,745	5	67,914	155	2,075,963	1.3	13,393	18,296,979	118,045
2010	16	363,025	4	20,738	167	2,418,251	1.1	14,481	21,354,990	127,874
2011	14	268,775	11	90,471	170	2,596,555	1.0	15,274	22,839,916	134,352
2012	7	117,332	4	95,693	173	2,618,194	1.0	15,134	24,416,337	141,135
2013	16	365,285	8	120,395	181	2,863,084	0.9	15,818	26,671,859	147,358
2014	10	164,865	8	97,152	183	2,930,797	0.8	16,015	27,282,134	149,083
2015	17	367,099	13	230,032	187	3,067,864	0.7	16,406	29,088,408	155,553
2016	13	296,180	12	135,161	188	3,228,883	0.8	17,175	30,646,556	163,014
2017	7	205,713	5	56,448	190	3,378,148	0.7	17,780	31,706,913	166,878
2018	10	223,662	7	128,506	193	3,473,304	0.7	17,996	35,077,887	181,751
2019	10	264,651	8	175,768	195	3,562,187	0.8	18,268	35,668,923	182,918
2020	7	164,434	8	124,228	194	3,602,393	0.8	18,569	36,267,170	186,944
2021	8	179,869	10	157,140	192	3,625,122	0.8	18,881	36,144,949	188,255
2022	7	155,033	12	191,141	187	3,589,014	0.9	19,193	35,129,649	187,859
2023	4	47,014	5	59,188	186	3,576,840	0.9	19,230	36,286,133	195,087
2024	13	286,370	9	177,795	190	3,685,415	0.9	19,397	38,670,225	203,528



Retirees and Beneficiaries as of June 30, 2024 Tabulated by Type of Allowances Being Paid

Type of Allowances Being Paid	No.	Annual Retirement Benefits
Age and Service Allowances		
Regular allowances - benefit terminating at death of retiree	74	\$ 1,465,689
Option I allowance - cash refund annuity plus pension terminating at death of retiree	1	21,546
Option II allowance - joint and survivor benefit	43	842,947
Option III allowance - modified joint and survivor benefit	42	957,783
Allowance to survivor beneficiary of deceased retiree	25	341,024
Total age and service allowances	185	\$ 3,628,989
Casualty Allowances		
Disability		
Regular	1	\$ 9,225
Option I	0	-
Option II	1	9,392
Option III	0	-
Disability allowance Survivor beneficiary	2	25,311
Allowance to survivor beneficiary of deceased member	1	12,498
Total casualty allowances	5	\$ 56,426
Total Allowances Being Paid	190	\$ 3,685,415

Retirees and Beneficiaries as of June 30, 2024

Tabulated by Attained Age

Attained Age	Age & Service		Casualty		Totals	
	No.	Annual Allowances	No.	Annual Allowances	No.	Annual Allowances
55 - 59	8	\$ 285,802	1	\$ 12,498	9	\$ 298,300
60 - 64	23	513,288	1	9,392	24	522,680
65 - 69	29	653,029	2	31,562	31	684,591
70 - 74	53	1,089,595	0	0	53	1,089,595
75 - 79	34	679,170	1	2,974	35	682,144
80	4	49,961	0	0	4	49,961
81	4	26,636	0	0	4	26,636
82	4	42,164	0	0	4	42,164
83	1	6,640	0	0	1	6,640
84	3	29,056	0	0	3	29,056
85	6	79,703	0	0	6	79,703
86	3	33,684	0	0	3	33,684
87	3	38,462	0	0	3	38,462
88	4	45,444	0	0	4	45,444
89	1	5,053	0	0	1	5,053
90	1	2,893	0	0	1	2,893
91	1	7,100	0	0	1	7,100
92	1	7,443	0	0	1	7,443
95	1	4,766	0	0	1	4,766
97	1	29,100	0	0	1	29,100
Totals	185	\$ 3,628,989	5	\$ 56,426	190	\$ 3,685,415

Inactive Members as of June 30, 2024

Tabulated by Attained Age

Included in the valuation were 16 inactive members. An inactive member is a member who has left City employment with entitlement to a retirement allowance after attaining eligible retirement age.

Attained Age	No.	Annual Estimated Allowances	
38	1	\$	12,917
43	1		9,490
45	1		17,334
49	2		39,872
50	1		12,361
51	1		18,324
55	1		20,905
57	2		52,694
58	2		35,773
59	1		15,773
60	1		20,207
68	1		14,205
77	1		610
Totals	16	\$	270,465

Active Members as of June 30, 2024

Tabulated by Valuation Divisions

Valuation Divisions	No.	Annual Payroll
General members	37	\$ 3,023,158
Water & Sewage members	11	873,130
Hybrid Plan - General	77	4,883,432
Hybrid Plan - Water & Sewage	37	2,188,714
Total Active members	162	\$10,968,434

Number Added to and Removed from Active Membership

Year Ended June 30	Number Added During Year		Terminations During Year								Active Members End of Year
			Normal Retirement		Disability Retirement		Died-in-Service		Other Withdrawal		
	A	E	A	E	A	E	A	E	A	E	
2010	6	27	14	4.9	1	0.6	0	0.4	12	7.5	182
2011	11	22	11	4.9	1	0.5	0	0.4	10	6.5	171
2012	10	12	5	3.1	0	0.4	0	0.3	7	6.4	169
2013	3	16	10	6.1	0	0.4	0	0.3	6	4.9	156
2014	11	26	7	4.9	0	0.4	0	0.3	19	5.1	141
2015	22	27	12	10.7	0	0.3	0	0.3	15	5.4	136
2016	19	14	6	2.7	0	0.4	0	0.2	9	7.1	141
2017	10	13	4	2.7	0	0.4	0	0.2	9	8.3	138
2018	27	22	5	2.5	0	0.4	0	0.2	17	7.8	143
2019	23	19	7	5.4	0	0.2	0	0.1	12	12.4	147
2020	18	17	4	5.3	0	0.2	0	0.1	13	13.8	148
2021	24	18	2	5.5	0	0.1	0	0.1	16	13.2	154
2022	25	18	1	6.4	0	0.1	0	0.1	17	14.0	161
2023	27	17	0	5.6	0	0.2	0	0.1	17	15.5	171
2024	21	30	4	6.0	0	0.2	0	0.1	26	17.1	162
15-Yr Total	257	298	92	76.7	2	4.8	0	3.2	205	145.0	

A Represents actual number.

E Represents expected number.

Comparative Schedule

Valuation	Active Members					Valuation	Average			
Date	General	Water & Sewage (W&S)	Hybrid Plan	Hybrid Plan	Totals	Payroll	Age	Service	Pay	
June 30				Water & Sewage						
2000	175	49			224	\$ 8,338,326	43.9 yrs.	10.2 yrs.	\$ 37,225	
2001	177	47			224	8,532,237	44.6	10.5	38,090	
2002	181	53			234	9,256,930	45.1	10.8	39,560	
2003	182	51			233	9,691,157	45.7	11.3	41,593	
2004	174	52			226	9,599,830	46.4	12.0	42,477	
2005	169	51			220	9,599,573	46.7	12.4	43,634	
2006	169	51			220	10,090,797	47.5	12.8	45,867	
2007	163	50			213	10,119,228	47.8	13.1	47,508	
2008*	160	52			212	10,295,133	47.6	13.0	48,562	
2009*	156	47			203	10,183,663	47.9	13.2	50,166	
2010*	139	43			182	8,968,814	48.3	13.3	49,279	
2011*	127	44			171	8,169,376	47.7	13.2	47,774	
2012*	127	42			169	8,479,118	48.0	13.5	50,172	
2013*	114	39	3		156	7,970,005	48.0	13.7	51,090	
2014*	96	31	14		141	7,609,280	48.3	13.5	53,967	
2015	78	26	26	6	136	7,210,840	47.5	12.2	53,021	
2016	70	25	36	10	141	7,291,841	46.6	11.4	51,715	
2017	63	23	39	13	138	7,532,921	46.7	11.2	54,586	
2018	56	21	46	20	143	8,102,276	46.2	10.4	56,659	
2019	52	15	57	23	147	8,424,050	45.7	9.5	57,306	
2020	47	14	66	21	148	8,503,052	46.1	9.4	57,453	
2021	45	12	73	24	154	9,035,853	46.8	9.3	58,674	
2022	42	11	81	27	161	9,876,429	46.8	9.0	61,344	
2023	41	11	86	33	171	10,602,769	47.1	9.1	62,004	
2024	37	11	77	37	162	10,968,434	47.6	9.6	67,706	

* DROP participants are included in the Active demographic data.



**General Active Members
(Hired before July 1, 2012)
as of June 30, 2024
by Attained Age and Years of Service**

Attained Age	Years of Service to Valuation Date							Totals	
	0-4	5-9	10-14	15-19	20-24	25-29	30 Plus	No.	Valuation Payroll
40-44	-	-	1	-	-	-	-	1	\$ 89,717
45-49	-	-	-	2	2	2	-	6	397,135
50-54	-	-	1	3	2	3	-	9	824,913
55-59	-	-	-	3	1	3	2	9	740,810
60	-	-	-	-	-	1	1	2	187,843
61	-	-	-	1	1	-	-	2	124,634
62	-	-	-	-	1	-	1	2	146,353
63	-	-	-	-	1	-	-	1	89,718
64	-	-	-	-	-	1	-	1	65,494
65	-	-	-	1	-	1	-	2	160,200
66	-	-	-	-	1	-	-	1	57,191
67	-	-	-	-	-	-	1	1	139,150
Totals	0	0	2	10	9	11	5	37	\$3,023,158

While not used in the financial computations, the following group averages are computed and shown because of their general interest.

Age: 56.0 years
Service: 23.6 years
Annual Pay: \$81,707

**Water and Sewage Active Members
(Hired before July 1, 2012)
as of June 30, 2024
by Attained Age and Years of Service**

Attained Age	Years of Service to Valuation Date							Totals	
	0-4	5-9	10-14	15-19	20-24	25-29	30 Plus	No.	Valuation Payroll
35-39	-	-	-	1	-	-	-	1	\$ 97,509
40-44	-	-	-	-	1	-	-	1	68,501
45-49	-	-	-	-	-	-	-	0	0
50-54	-	-	1	-	1	-	-	2	166,010
55-59	-	-	-	-	-	1	1	2	192,069
60	-	-	-	1	-	-	1	2	157,989
63	-	-	-	-	-	1	-	1	57,231
64	-	-	-	1	-	-	-	1	57,516
72	-	-	1	-	-	-	-	1	76,305
Totals	0	0	2	3	2	2	2	11	\$873,130

While not used in the financial computations, the following group averages are computed and shown because of their general interest.

Age: 55.8 years
Service: 22.4 years
Annual Pay: \$79,375

Hybrid Plan – General Active Members
(Hired on or after July 1, 2012)
as of June 30, 2024
by Attained Age and Years of Service

Attained Age	Years of Service to Valuation Date							Totals	
	0-4	5-9	10-14	15-19	20-24	25-29	30 Plus	No.	Valuation Payroll
20-24	6	-	-	-	-	-	-	6	\$ 303,810
25-29	3	1	-	-	-	-	-	4	262,993
30-34	6	3	-	-	-	-	-	9	495,316
35-39	8	1	-	-	-	-	-	9	543,942
40-44	7	2	-	-	-	-	-	9	551,159
45-49	8	3	-	-	-	-	-	11	949,945
50-54	5	6	1	-	-	-	-	12	680,595
55-59	5	2	1	-	-	-	-	8	504,027
60	1	1	-	-	-	-	-	2	132,635
61	1	-	-	-	-	-	-	1	49,095
62	-	1	-	-	-	-	-	1	99,814
64	-	1	-	-	-	-	-	1	51,163
65	2	-	-	-	-	-	-	2	133,914
67	-	1	1	-	-	-	-	2	125,024
Totals	52	22	3	0	0	0	0	77	\$ 4,883,432

While not used in the financial computations, the following group averages are computed and shown because of their general interest.

Age: 44.5 years
Service: 3.9 years
Annual Pay: \$63,421

Hybrid Plan – Water and Sewage Active Members
(Hired on or after July 1, 2012)
as of June 30, 2024
by Attained Age and Years of Service

Attained Age	Years of Service to Valuation Date							Totals	
	0-4	5-9	10-14	15-19	20-24	25-29	30 Plus	No.	Valuation Payroll
20-24	2	-	-	-	-	-	-	2	\$ 87,713
25-29	5	1	-	-	-	-	-	6	310,815
30-34	2	-	-	-	-	-	-	2	142,461
35-39	5	-	-	-	-	-	-	5	256,827
40-44	1	1	-	-	-	-	-	2	102,324
45-49	3	5	-	-	-	-	-	8	456,445
50-54	2	3	-	-	-	-	-	5	360,521
55-59	2	1	-	-	-	-	-	3	200,726
61	1	-	-	-	-	-	-	1	62,078
66	1	1	-	-	-	-	-	2	160,846
67	-	1	-	-	-	-	-	1	47,958
Totals	24	13	0	0	0	0	0	37	\$ 2,188,714

While not used in the financial computations, the following group averages are computed and shown because of their general interest.

Age: 43.2 years
Service: 3.7 years
Annual Pay: \$59,154

Asset Information Submitted for the Valuation

Reported Assets - Market Value		Reserve for	
Cash & Equivalents	\$ 719,056	Employees' Contributions	
Receivables & Accruals	73,352	General	\$ 6,487,750
Stocks	18,963,086	Water & Sewage	<u>1,812,559</u>
Bonds	13,984,412	Total Employee Contributions	8,300,309
International Securities	8,529,805		
Real Estate	2,624,107		
Accounts Payable	<u>(45,683)</u>		
Total Current Assets	<u>\$ 44,848,135</u>	Employer Contributions	
		General	4,244,134
		Water & Sewage	<u>(3,064,878)</u>
		Total Employer Contributions	1,179,256
		Retired Benefit Payments	35,368,570
		Undistributed Investment Income	<u>none</u>
		Total Reserve Accounts	<u>\$44,848,135</u>

Revenues and Expenditures

	<u>Total System</u>
Balance - July 1, 2023	\$43,046,032
Revenues	
Employees' Contributions	733,822
Employer Contributions	1,135,855
Investment Income	4,407,187
Expenditures	
Benefit Payments	3,864,167
Refund of Member Contributions	404,447
Expenses	<u>206,147</u>
Balance - June 30, 2024	\$44,848,135

These amounts do not reflect the funding value adjustment of \$464,539. The derivation of this adjustment is on page A-5.



SECTION C

FUNDING OBJECTIVE, SUMMARY OF VALUATION PROCESS, METHODS AND ASSUMPTIONS

Basic Funding Objective and Operation of the Retirement System

Benefit Promises Made Which Must Be Paid For. A retirement system is an orderly means of handing out, keeping track of, and financing contingent pension promises to a group of employees. As each member of the retirement system acquires a unit of service credit they are, in effect, handed an "IOU" which reads: *"The Employees Retirement System promises to pay you one unit of retirement benefits, payments in cash commencing when you retire."*

The principal related financial question is: When shall the money required to cover the "IOU" be contributed? This year, when the benefit of the member's service is received? Or, some future year when the "IOU" becomes a cash demand?

The Constitution of the State of Michigan is directed to the question:

"Financial benefits arising on account of service rendered in each fiscal year shall be funded during that year and such funding shall not be used for financing unfunded accrued liabilities."

This Retirement System meets this constitutional requirement by having the following **Funding Objective: To establish and receive contributions (expressed as a percentage of active member payroll) which will remain approximately level from year-to-year** and will not have to be increased for future generations of taxpayers.

Translated into actuarial terminology, a level percent-of-payroll contribution objective means that the contribution rate must be at least:

Normal Cost (the current value of benefits likely to be paid on account of members' service being rendered in the current year)

. . . plus . . .

Interest of the Unfunded Actuarial Accrued Liability (the difference between the actuarial accrued liability and current system assets).

Basic Funding Objective and Operation of the Retirement System

If contributions to the Retirement System are less than the preceding amount, the difference, plus investment earnings not realized thereon, will have to be contributed at some later time, or, benefits will have to be reduced, to satisfy the fundamental fiscal equation under which all retirement systems must operate; that is:

$$B = C + I - E$$

Benefit payments to any group of members and their beneficiaries cannot exceed the sum of:

Contributions received on behalf of the group

. . . plus . . .

Interest earnings on contributions received and not required for immediate payment of benefits

. . . minus . . .

Expenses incurred in operating the System.

There are retirement systems designed to defer the bulk of contributions far into the future. Lured by artificially low present contributions, the inevitable consequence of a relentlessly increasing contribution rate – to a level greatly in excess of the level percent-of-payroll rate – is ignored. ***This method of financing is prohibited in Michigan by the State constitution.***

A by-product of the level percent-of-payroll contribution objective is the accumulation of invested assets for varying periods of time. Investment income becomes a major contributor to the Retirement System, and the amount is directly related to the amount of contributions and investment performance.

Computed Contribution Rate Needed to Finance Benefits. From a given schedule of benefits and from the data furnished, the contribution rate is calculated by means of an actuarial valuation – the technique of assigning monetary values to the risks assumed in operating a retirement system.

Actuarial Valuation Process

An actuarial valuation is the process by which a balance between revenues (participant contributions, employer contributions and investment income) and obligations (benefits and expenses) is determined and its actuarial condition is measured.

The flow of activity constituting the valuation may be summarized as follows:

- A. ***Covered person information about:***
 - each person receiving pension payments
 - each former participant with a vested pension not yet payable
 - each former participant who is not vested and has not claimed a member contribution refund
 - each active participant
- B. + ***Financial Information*** (assets, revenues, and expenditures)
- C. + ***Benefit Provisions*** (Retirement Ordinance)
- D. + ***Experience Estimates*** about the volume and incidence of future activities
- E. + ***Actuarial Cost Method*** for allocating costs to time periods
- F. + ***Mathematically combining the person information, financial information, benefit provisions, experience estimates and actuarial cost method***
- G. = Determination of:
 - contribution rate for the plan year
 - current funded condition

Items A, B and C are furnished by the pension office and constitute the current known information about the System. Since the majority of activities will occur in the future, estimates must be made about these future activities (Item D).

Actuarial Valuation Process

Demographic assumptions are generally selected on the basis of the System's historical activity, modified for expected future differences. Past activity of funds which are similar in nature to the fund being valued may be utilized if fund data or activities are insufficient to be reliable.

Fiscal assumptions, on the other hand, do not lend themselves to prediction on the basis of historical activity – the reason being that both salary increases and investment return are impacted by inflation. Inflation defies reliable prediction. Fiscal assumptions are generally selected on the basis of what would be expected to occur in an inflation-free environment and then both are increased by some provision for long-term inflation.

This is a case where two wrongs may make a right. If inflation is higher than expected it will probably result in actual rates of salary increase and investment return which exceed the assumed rates. Salaries increasing faster than expected result in unexpected costs. Investment return exceeding the assumed rate result in unanticipated assets. To a large degree the additional assets will offset the additional cost over the long-term.

Once items A, B, C and D are available, the actuarial valuation process begins. The first step is to determine the plan's **total actuarial present value** for individuals in each of the 3 covered person categories.

Retired members now receiving monthly payments;
Vested terminated members not yet at retirement age; and
Active members.

The actuarial present value is the value today, after taking into account the probabilities of payment and the effect of time, of System promises to pay benefits in the future on the basis of both services already completed and projected future service.

Actuarial Cost Method

The total actuarial present value is allocated between projected future service and completed service by the actuarial cost method (Item E) -- the **individual entry-age** method is being utilized for this valuation. The portion of the total actuarial present value allocated to projected future service is the **actuarial present value of future normal cost** -- normal cost being the series of annual costs, from entry-age to retirement age, which will accumulate to the actuarial present value of the individual's benefit at the time of retirement or death. The remainder of the total actuarial present value is the **actuarial accrued liability**.

At this stage, determination has been made of:

1. The total actuarial present value;
2. The actuarial present value of future normal cost; and
3. The actuarial accrued liability.

In the typical plan, the actuarial accrued liability may not be covered by the plan's accrued assets – leaving an **unfunded actuarial accrued liability**. If the plan's accrued assets equal or exceed the actuarial accrued liability, the plan's accrued obligations are said to be “fully funded.”

The next step in the valuation process is a determination of the contribution rate (Item G) required to support System benefits in accordance with the funding objective (page A-1).

The contribution rate is determined in two basic components:

1. The normal cost component; and
2. The component which will finance (pay off) the unfunded actuarial accrued liability over the periods indicated on page A-2.

The Unfunded Actuarial Accrued Liability (UAAL) was determined using the Actuarial Value of Assets and Actuarial Accrued Liability calculated as of the valuation date. The UAAL amortization payment (one component of the contribution requirement) is the level percent of pay required to fully amortize the UAAL. The UAAL attributed to the Deferred Retirement Option Plan was amortized over a 15-year period being effective with the June 30, 2008 valuation (fully amortized as of the June 30, 2023 actuarial valuation). The UAAL attributed to the June 30, 2016 valuation is amortized over a 30-year closed period effective with the June 30, 2016 valuation (22 years remain as of June 30, 2024).

Gains or losses to the UAAL that have occurred after June 30, 2016 and prior to June 30, 2022 were amortized over 30-year closed periods. These periods were all reduced to a 23-year period effective with the June 30, 2023 actuarial valuation. Gains or losses to the UAAL that occur on or after June 30, 2024 are amortized over 20-year closed periods. This UAAL payment reflects any payments expected to be made between the valuation date and the date contributions determined by this report are scheduled to begin. In future years, new gains and losses (experience along with other changes such as assumptions or benefit provisions) will be amortized separately (“new layers”) as they occur (over 20-year closed amortization periods). This will create an “amortization schedule” of contribution rates. This schedule will require periodic review by the Board.

Actuarial Assumptions Used for the Valuation

Funding objective contribution requirements and actuarial present values are calculated by applying estimates of future System activities (actuarial assumptions) to the benefit provisions and people information of the fund, using the actuarial cost method described on page C-5.

The principal areas of activity which require estimates are:

- (i) Rates of inflation impacting assets of the System and active member pays
- (ii) Long-term rates of investment return to be generated by the assets of the System
- (iii) Rates of salary increase to members
- (iv) Rates of mortality among members, retirees and beneficiaries
- (v) Rates of withdrawal of active members
- (vi) Rates of retirement due to age and service
- (vii) Rates of disability among members

In making a valuation, the monetary effect of each activity is calculated for as long as a present covered person survives – a period of time which can be as long as a century.

Actual activities of the Retirement System will not coincide exactly with estimated activities due to the nature of the activities. Each valuation provides a complete recalculation of estimated future activities and considers the effect of differences between estimated and actual activities to date. The result is a continual series of adjustments (usually small) to the computed contribution rate. From time to time one or more of the estimates are modified to reflect experience trends (but not random or temporary year-to-year fluctuations).

The Board of Trustees sets the assumptions. Actuarial assumptions were most recently reviewed and adopted by the Board of Trustees for the June 30, 2023 actuarial valuation. The rationale for the economic and mortality assumptions is described in the 2017-2022 Experience Study Report dated July 31, 2023. We recommend the Board set a policy for regular reviews of the actuarial assumptions, such as every five years.

All actuarial assumptions are expectations of future experience, not market measures.

Actuarial Assumptions Used for the Valuation

The investment return rate used for valuation calculations was 6.00% net of investment expenses, compounded annually. The assumed rate of price inflation is 2.25% per year resulting in a real rate of return of 3.75% per year. The assumed rate of wage inflation and payroll growth is 2.75% per year. This is the same payroll growth assumption used to amortize unfunded actuarial accrued liability.

This assumption is used to equate the value of payments due at different points in time and was first used for the June 30, 2024 valuation. Approximate investment returns, for the purpose of comparisons with assumed returns, have been as follows:

	Year Ended June 30				
	2024	2023	2022	2021	2020
Nominal rate	10.0 %	10.4 %	(12.0) %	27.9 %	3.0 %
Inflation rate	3.0	3.0	9.1	5.4	0.6
Real rate	7.0	7.4	(21.1)	22.5	2.4

The nominal rate of return (i.e., Market Value of Assets Rate of Investment Return) was computed using the approximate formula $i = I \text{ divided by } 1/2 (A + B - I)$, where I is actual realized investment income net of expenses plus market value adjustments, A is the beginning of year market asset value, and B is the end of year market asset value.

These rates of return should not be used for measurement of an investment advisor's performance or for comparisons with other pension funds – to do so will mislead.

Actuarial Assumptions Used for the Valuation

Salary increase rates used to project current pays to those upon which a benefit will be based are represented by the following tables and were first used for the June 30, 2023 valuation.

Active Members with Less Than 10 years of Service:

Service	Annual Rate of Salary Increase	
	Base Economic	Merit and Longevity
1	2.75 %	7.00 %
2	2.75	6.00
3	2.75	5.00
4	2.75	4.00
5	2.75	3.00
6	2.75	2.00
7	2.75	2.00
8	2.75	2.00
9	2.75	2.00
10	2.75	2.00

Active Members with More Than 10 years of Service:

Sample Ages	Annual Rate of Salary Increase	
	Base Economic	Merit and Longevity
30	2.75 %	2.58 %
35	2.75	1.20
40	2.75	0.77
45	2.75	0.51
50	2.75	0.41
55	2.75	0.41
60	2.75	0.00

Changes actually experienced in average pay and total payroll have been as follows:

	Year Ending					5-Year Average
	2024	2023	2022	2021	2020	
Average pay (all members)	9.2%	1.1%	4.5%	2.1%	0.3%	3.4%
Total payroll	3.4%	7.4%	9.3%	6.3%	0.9%	5.5%
Average pay (continuing members)	7.5%	3.9%	7.8%	4.1%	4.7%	5.6%
Expected Increase	5.1%	4.0%	4.1%	4.7%	4.1%	4.4%



Actuarial Assumptions Used for the Valuation

The **mortality table** used for healthy retirees was the Pub-2010 General (amount-weighted) Health Retiree Mortality Table adjusted for mortality improvements using projection scale MP-2021 from 2010 on a fully generational basis. This table was first used for the June 30, 2023 valuation. Sample values follow:

Sample Ages in 2024	Probability of Dying Next Year		Future Life Expectancy (Years)	
	Male	Female	Male	Female
50	0.28%	0.20%	35.61	38.53
55	0.41	0.28	30.72	33.55
60	0.62	0.39	25.99	28.68
65	0.91	0.58	21.48	23.94
70	1.40	0.92	17.21	19.40
75	2.34	1.63	13.27	15.14
80	4.21	3.02	9.79	11.31
Ref:	2705	971	2706	972

This assumption is used to measure the probabilities of each benefit payment being made after service retirement.

The Pub-2010 General (amount-weighted) Disabled Mortality Table adjusted for mortality improvements using projection scale MP-2021 from 2010 on a fully generational basis is used to measure the probabilities of each benefit payment being made after disability retirement.

The Pub-2010 General (amount-weighted) Employee Mortality Table adjusted for mortality improvements using projection scale MP-2021 from 2010 on a fully generational basis is used to measure the probabilities of members dying before retirement.

Actuarial Assumptions Used for the Valuation

The rates of retirement used to measure the probability of eligible members retiring during the next year are listed below. These tables were first used for the June 30, 2023 valuation.

For MAPE members hired **before** July 1, 2016 or Non-Union members who reach retirement eligibility prior to 35 years of service:

Retirement Ages	Percent Retiring
50	25 %
51	25
52	25
53	25
54	25
55	25
56	25
57	25
58	25
59	25
60	25
61	25
62	25
63	25
64	25
65	40
66	35
67	25
68	25
69	25
70	100

Additionally, MAPE members hired **before** July 1, 2016 who reach retirement eligibility at 30 years of service or Non-Union members who reach retirement eligibility at 35 years of service:

MAPE		Non-Union	
Service Years	Percent Retiring	Service Years	Percent Retiring
30	25 %	35	25 %
31	25	36	25
32	25	37	25
33	25	38	25
34	25	39	25
35	25	40	25
36	25	41	25
37	25	42	25
38	25	43	25
39	25	44	25
40	100	45	100

Actuarial Assumptions Used for the Valuation

For MAPE members hired **after** July 1, 2016 or Non-Union members hired **after** January 1, 2016 retiring under the age 65+ and 10 years of service condition:

Retirement	
<u>Ages</u>	<u>Percent Retiring</u>
65	50 %
66	50
67	50
68	50
69	50
70	100

For MAPE members hired after July 1, 2016, **100%** are assumed to retire after reaching 37 or more years of service.

For Non-Union members hired after January 1, 2016, **100%** are assumed to retire after reaching 38 or more years of service.

Actuarial Assumptions Used for the Valuation

Rates of separation from active membership are represented by the following table (rates do not apply to members eligible to retire and do not include separation on account of death or disability). This assumption measures the probabilities of members remaining in employment. This table was first used for the June 30, 2023 valuation.

Basis		% of Active Members Separating within Next Year
Service Based		
Years of Service:	1	20.00 %
	2	18.00
	3	16.00
	4	14.00
	5	12.00
	6	10.00
	7	9.00
	8	8.00
	9	7.00
	10	6.00
Age Based		
Sample Ages:	30	2.82
	35	2.38
	40	2.06
	45	1.84
	50	1.68
	55	1.60
	60	1.60
	65	1.60

Rates of disability are represented by the following table. This assumption measures the probabilities of active members becoming disabled. This table was first used for the June 30, 2023 valuation.

Sample Ages	% of Active Members Separating from Disability	
	Male	Female
35	0.05 %	0.05 %
40	0.10	0.10
45	0.17	0.17
50	0.24	0.24
55	0.46	0.46
60	1.05	1.05
65	1.15	1.15

Miscellaneous and Technical Assumptions

Marriage Assumption	90% for purposes of death-in-service benefits and 80% for deaths after retirement.
Pay Increase Timing	Beginning of (Fiscal) year. This is equivalent to assuming that reported pays represent amounts paid to members during the year ended on the valuation date.
Decrement Timing	Decrements of all types are assumed to occur mid-year.
Eligibility Testing	Eligibility for benefits is determined based upon the age nearest birthday and service nearest whole year on the date the decrement is assumed to occur.
Benefit Service	Exact fractional service is used to determine the amount of benefit payable.
Decrement Relativity	Decrement rates are used directly from the experience study, without adjustment for multiple decrement table effects.
Decrement Operation	Disability and mortality decrements do not operate during the first 5 years of service. Disability and turnover do not operate during retirement eligibility.
Normal Form of Benefit	The normal form of benefit is the straight life form. 1/2 year of benefit service added to service for retirees to simulate a load for service purchase.
Option Factors	Option factors are based upon 6.00% interest and the pub-2010 General (amount-weighted) Mortality Table adjusted for mortality improvements using projection scale MP-2021 on a fully generational basis. These assumptions are intended to create actuarially cost-neutral factors for the System.
Incidence of Contributions	Contributions are assumed to be received continuously throughout the year based upon the Board adopted contribution rates, and the actual payroll payable at the time contributions are made.
Data Adjustments	Accumulated member contributions are not reported for the annual valuation, but only the member contributions made during the prior year. Accumulated member contribution balances are estimated by applying interest (2.25% assumed) on the balance from the prior year and adding the member contributions reported for the valuation. For valuation purposes, pays for three members with significant reported pay decreases used reported payroll for the prior year.

Glossary

Accrued Service: Service credited under the System which was rendered before the date of the actuarial valuation.

Actuarial Accrued Liability: The difference between the actuarial present value of future benefit payments and the actuarial present value of future normal costs. Also referred to as “accrued liability” or “past service liability.”

Actuarial Assumptions: Estimates of expected future experience with respect to rates of mortality, disability, turnover, retirement, rate or rates of investment income and salary increases. Decrement assumptions (rates of mortality, disability, turnover and retirement) are generally based on past experience, often modified for projected changes in conditions. Economic assumptions (salary increases and investment income) consist of the underlying rate in an inflation-free environment plus a provision for a long-term average rate of inflation.

Actuarial Cost Method: A mathematical budgeting procedure for allocating the dollar amount of the “actuarial present value of future benefit payments” between future normal costs and actuarial accrued liabilities. Sometimes referred to as the “actuarial cost method.”

Actuarial Equivalent: A single amount or series of amounts of equal actuarial present value to another single amount or series of amounts, computed on the basis of appropriate actuarial assumptions.

Actuarial Present Value: The amount of funds currently required to provide a payment or series of payments in the future. It is determined by discounting future payments at predetermined rates of interest, and by probabilities of payment. Also referred to as “present value.”

Amortization: Paying off an interest-discounted amount with periodic payments of interest and principal – as opposed to paying it off with a lump sum payment.

Experience Gain (Loss): The difference between actual costs and assumed actuarial costs – during the period between two valuation dates.

Funding Value (of Assets): The value of assets used in the actuarial valuation. Typically, cost value with an adjustment toward market.

Normal Cost: The actuarial cost allocated to the current year by the actuarial cost method. Sometimes referred to as “current service cost.”

Unfunded Actuarial Accrued Liability: The difference between the actuarial accrued liabilities and the actuarial value of system assets. Sometimes referred to as “unfunded past service liability,” “unfunded accrued liability” or “unfunded supplemental present value.”



January 30, 2025

Ms. Sue Burt
Finance Dept.
City of Jackson
Employees Retirement System
161 West Michigan Avenue
Jackson, Michigan 49201

Dear Ms. Burt:

Enclosed are 10 copies of the annual Actuarial Valuation Report as of June 30, 2024 of the City of Jackson Employees Retirement System.

Sincerely,
Gabriel, Roeder, Smith & Company

A handwritten signature in black ink, appearing to read "James R. Sparks".
James R. Sparks, ASA, FCA, MAAA

JRS:dj
Enclosures

cc: Heather Ehnis, Finance Director (City of Jackson)
Jilian Jegla, Assistant Finance Director (City of Jackson)
Amanda Wedgwood (The Rehman Group)

City of Jackson Policemen's and Firemen's Pension Fund

Actuarial Valuation Report
as of June 30, 2024



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Actuarial Valuation Report as of June 30, 2024

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January 30, 2025

Board of Trustees
City of Jackson Policemen's
and Firemen's Pension Fund
Jackson, Michigan

**Re: City of Jackson Policemen's and Firemen's Pension Fund Actuarial Valuation
as of June 30, 2024**

The results of the June 30, 2024 Annual Actuarial Valuation of the City of Jackson Policemen's and Firemen's Pension Fund are presented in this report.

This report was prepared at the request of the Board and is intended for use by the Pension Fund and those designated or approved by the Board. This report may be provided to parties other than the Fund only in its entirety and only with the permission of the Board. GRS is not responsible for unauthorized use of this report.

The purpose of the valuation is to measure the Fund's funding progress and to determine the employer contribution rate for the fiscal year ending June 30, 2026 (beginning July 1, 2025). Information required by Statement Nos. 67 and 68 of the Governmental Accounting Standards Board (GASB) are provided in separate reports. This report should not be relied on for any purpose other than the purposes described herein. Determinations of financial results, associated with the benefits described in this report, for purposes other than those identified above may be significantly different.

The contribution rate in this report is determined using the actuarial assumptions and methods disclosed in Section C of this report. This report includes risk metrics on pages A-7 and A-8 but does not include a more robust assessment of the risks of future experience not meeting the actuarial assumptions. Additional assessment of risks was outside the scope of this assignment.

We have assessed that the contribution rate calculated under the current funding policy is a reasonable Actuarially Determined Employer Contribution (ADEC) and it is consistent with the plan accumulating adequate assets to make benefit payments when due.

This valuation assumed the continuing ability of the plan sponsor to make the contributions necessary to fund this plan. A determination regarding whether or not the plan sponsor is actually able to do so is outside our scope of expertise and was not performed. Continued receipt of employer contributions on a timely basis is essential for the sustainability of the Fund.

This report was prepared using our proprietary valuation model and related software which, in our professional judgment, has the capability to provide results that are consistent with the purposes of the valuation and has no material limitations or known weaknesses. We performed tests to ensure that the model reasonably represents that which is intended to be modeled.

The findings in this report are based on data and other information through June 30, 2024. This valuation was based upon information furnished by the Plan Administrator, concerning Pension Fund benefits, financial transactions, plan provisions and active members, terminated members, retirees and beneficiaries. We checked for internal reasonability and year-to-year consistency, but did not audit the data. We are not responsible for the accuracy or completeness of the information provided by the Plan Administrator.

The actuarial methods and assumptions used in the valuation are summarized in Section C of this report. The assumptions are established by the Pension Fund's Board of Trustees after consulting with the actuary. The actuarial assumptions used for the valuation produce results which, individually and in the aggregate are reasonable. The combined effect of the assumptions, excluding prescribed assumptions or methods set by law, is expected to have no significant bias (i.e., not significantly optimistic or pessimistic).

This report has been prepared by individuals who have substantial experience valuing public employee retirement systems. To the best of our knowledge, the information contained in this report is accurate and fairly presents the actuarial position of the Fund as of the valuation date. All calculations have been made in conformity with generally accepted actuarial principles and practices, and with the Actuarial Standards of Practice issued by the Actuarial Standards Board.

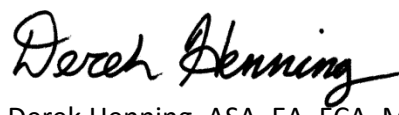
James R. Sparks, Derek Henning and Abra D. Hill are Members of the American Academy of Actuaries (MAAA) and meet the Academy's Qualification Standards to render the actuarial opinions contained herein.

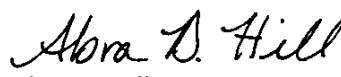
The signing actuaries are independent of the plan sponsor.

Gabriel, Roeder, Smith & Company will be pleased to review this valuation report with the Board of Trustees and to answer any questions pertaining to the valuation.

Respectfully submitted,
Gabriel, Roeder, Smith & Company


James R. Sparks, ASA, FCA, MAAA


Derek Henning, ASA, EA, FCA, MAAA


Abra D. Hill, ASA, FCA, MAAA

JRS/DH/ADH:sc

C0027



EXECUTIVE SUMMARY

Executive Summary

Valuation Date	June 30, 2023	June 30, 2024
Contribution For Fiscal Year Ending	June 30, 2025	June 30, 2026
Computed Annual Employer Contributions		
Contributions to Fund UAAL	\$ 42,734	\$ -
Assumed Administrative Expenses	14,221	12,937
Total	\$ 56,955	\$ 12,937
Membership		
Number of		
Active Members	0	0
Retirees and Beneficiaries	8	8
Inactive, Non-Retired Members	0	0
Total	8	8
Total Pensions Being Paid	\$ 399,792	\$ 396,028
Assets		
Market Value (MVA)	\$ 3,378,879	\$ 3,600,714
Actuarial Value (AVA)	\$ 3,378,879	\$ 3,600,714
Return on Market Value	9.5%	10.2%
Return on Actuarial Value	9.5%	10.2%
Ratio - Actuarial Value to Market Value	100.0%	100.0%
Actuarial Information		
Normal Cost %	N/A	N/A
Actuarial Accrued Liability (AAL)	\$ 3,776,026	\$ 3,569,963
Unfunded Actuarial Accrued Liability (UAAL)	\$ 397,147	\$ (30,751)
Funded Ratio on Actuarial Value of Assets	89.5%	100.9%
Amortization Period	4 years	3 years

Highlights

- The Fund's experience for the 2024 Fiscal Year was favorable in comparison to expectations. Actuarial gains occurred as a result of:
 - Investment return of 10.2% versus 6.0% assumed (\$152k gain);
 - Average COLA increase lower than the assumed 2.75% per year (\$19k gain); and
 - Slightly greater than expected mortality (1 death versus 0.4 deaths expected – \$7k gain).
- As of June 30, 2023, the Actuarial Value of Assets was set equal to the Market Value of Assets.
- The Actuarial Accrued Liability is fully funded as of June 30, 2024 (assets are greater than liabilities). Had an Unfunded Actuarial Accrued Liability (UAAL) existed, it would have been amortized over a 3-year closed level-dollar period.
- The Actuarial Accrued Liability does not account for future administrative expenses. The Computed Annual Employer Contribution (ADEC) for the 2026 Fiscal Year is to cover projected administrative expense of the Pension Fund.

This Executive Summary gives an overview of the entire report. It should not be used as a substitute for a thorough reading of the full report.



Executive Summary

Actuarial Valuation

This report presents the actuarial valuation of the City of Jackson Policemen's and Firemen's Pension Fund prepared as of June 30, 2024. Valuations are prepared annually as of July 1 of each year; the first day of the City of Jackson Policemen's and Firemen's Pension Fund plan and fiscal year.

The primary purposes of this valuation report are to measure the plan's liabilities to determine the required employer contribution rate based upon the Fund's funding policy and to analyze changes in the City of Jackson Policemen's and Firemen's Pension Fund's actuarial position.

In addition, this report provides summaries of the member data, financial data, plan provisions, and actuarial assumptions and methods.

Financing Objectives

The City of Jackson Policemen's and Firemen's Pension Fund is a very mature plan with no active members and is supported only by employer contributions and net earnings on the investments of the Fund. The employer contribution is determined by the actuarial valuation.

The employer contributions were intended to be sufficient to amortize the Unfunded Actuarial Accrued Liability (UAAL) over a 10-year level-dollar closed period for liabilities beginning with the June 30, 2017 valuation. As of June 30, 2024, while the remaining amortization period for retired liabilities is 3 years, there is no unfunded liabilities to be amortized. The current assets in the Pension Fund, plus expected investment return on Fund assets (6.0% per annum), are expected to cover all future annual benefit payments. Additional contributions may still be required in the future if experience does not meet expectations.

Plan Experience

Net experience for the Pension Fund was favorable during the year ending June 30, 2024. The sources of gains or (losses) on the UAAL are:

Item	Impact on UAAL
Market Value of Assets Gain/(Loss)	\$ 151,886
COLA Gain/(Loss)	19,225
Mortality Gain/(Loss)	7,398
Other Gain/(Loss)	-
Total Experience Gain/(Loss)	\$ 178,509

The recognized rate of return on the Market Value of Assets was 10.2% versus the assumed rate of investment return of 6.0%, resulting in an asset gain of \$151,886.

The assumed cost-of-living adjustment increases are 2.75% for all retirees. Actual cost-of-living-adjustment increases were about 4.00% for 5 members and 0.00% for 3 members. On average, the increase was below the 2.75% assumption, which resulted in a gain for the year of \$19,225.

One benefit recipient (that had a surviving spouse beneficiary) deceased during the last fiscal year (versus about 0.4 expected). This resulted in a liability mortality gain of \$7,398.



Executive Summary

Funded Status

As of the June 30, 2023 Actuarial Valuation, the Market Value of Assets is used for valuation purposes (i.e., the Actuarial Value of Assets is set equal to the Market Value of Assets). This change was recommended due to the maturity and liquidity requirements of the Pension Fund.

The Funded Ratio of the Pension Fund improved thanks to continued employer contributions to fund the Unfunded Actuarial Accrued Liability and favorable plan experience during the fiscal year. The Funded Status improved to 100.9% as of June 30, 2024 versus 89.5% as of June 30, 2023 (on an Actuarial Value basis).

The Funded Ratio is not appropriate for assessing the sufficiency of Fund assets to cover the estimated cost of settling the plan's benefit obligations. By itself, this measure is not appropriate for assessing the need for or the amount of future employer contributions.

Assumptions and Methods

No changes were made to assumptions and methods since the June 30, 2023 valuation.

Closed retirement system's with maturity levels similar to that of this Fund often seek funding objectives that minimize return volatility and make sure the system remains sufficiently liquid to continue to pay benefits. These objectives may require changes to the asset allocation of the Fund which in turn may require that a lower investment rate of return be assumed. While the Board has already taken some action to modify the Fund's asset allocation in recent years to lower volatility, additional action may still be prudent in the future. This could place upward pressure on the liabilities and employer contributions in the future depending on available investment opportunities. For example, if the valuation liabilities were calculated using a low-default-risk-obligation measure (LDRM) as of June 30, 2024, the funded ratio would be approximately 90%. See pages A-9 and A-10 for additional background.

Looking Forward

Negative net cash flow (benefit payments and administrative expenses exceeding contributions) is anticipated to increase in the future as a result of minimal contributions to be paid into the plan for the next two fiscal years (2025 and 2026). Projections show the negative net cash flow could be about -10% of assets per year in the near term. Investment income (6.0% assumed) is expected to mostly offset this negative cash flow.

The current level of benefit payments (about \$400k), are large relative to the market value of assets of \$3,600,714 as of June 30, 2024 (about 1/9 of assets). The amount of benefit payments, the value of funds in the trust, and the trust investment vehicles all should be monitored closely to avoid any short-term cash flow problems. Page A-4 shows projections under the current assumptions and amortization policy.

It is important to understand that these projections are not forecasts, but rather projections based upon the valuation's assumptions, specifically, a 6.00% assumed rate of investment return.

Future contribution rate volatility will be largely dependent upon the investment performance and longevity of membership of the Pension Fund. The Board should continue to closely monitor the investment strategy of the Pension Fund to make sure it meets Board objectives.



Executive Summary

GASB Accounting Standards

In June 2012, the GASB approved two new accounting standards for public sector retirement systems and governments, Statements No. 67 and No. 68. These new standards are a significant departure from the current standards. The GASB has stated that accounting standards should be separate from funding standards. In our view, the funding of the Pension Fund may continue unchanged. Separate reports were issued to the City with GASB Statement Nos. 67 and 68 information as of June 30, 2024.

Michigan Public Act 202

Michigan Public Act 202 (PA 202) was signed into law December 20, 2017 and requires local units of government to electronically submit Form 5572 to the Michigan Department of Treasury (DOT) on an annual basis to evaluate the funded status of the retirement pension system. The local unit of government is considered underfunded if the actuarial accrued liability of a retirement pension system is less than 60% funded, and if the annual required contribution for all of the retirement systems of the local unit of government is greater than 10% of annual general fund operating revenues. An underfunded local unit of government is required to develop and submit for approval a corrective action plan for the local unit of government.

The Michigan State Treasurer has established uniform actuarial assumptions as required by PA 202 for use with the annual Form 5572 (Retirement System Annual Report).

The current valuation assumptions and/or methods used by the System match or fall in the range of uniform assumptions established by the Treasurer for PA 202 reporting purposes.

The following information has been prepared to provide some of the information necessary to complete the pension reporting requirements for the State of Michigan's Local Government Retirement System Annual Report (Form 5572). Additional resources are available on the State website.

Line 18	Descriptive Information Actuarial Assumptions	
19	Actuarial assumed Rate of Investment Return	6.00%
20	Amortization method utilized for funding the system's unfunded actuarial accrued liability, if any	Level Dollar
21	Amortization period utilized for funding the system's unfunded actuarial accrued liability, if any	3
22	Is each division within the system closed to new employees?	Yes
23	Uniform Assumptions	
24	Enter retirement pension system's actuarial value of assets using uniform assumptions	\$ 3,600,714.00
25	Enter retirement pension system's actuarial accrued liabilities using uniform assumptions	\$ 3,569,963.00
26	Funded ratio using uniform assumptions	100.9%
27	Actuarially Determined Contribution (ADC) using uniform assumptions	\$ 12,937.00
28	All systems combined ADC/Governmental fund revenues	Automatically Calculated

Executive Summary

Recommendations

We have the following recommendations:

1. ***The Board may wish to consider*** updating the amortization policy to adopt a 5-year closed level-dollar layered amortization policy. This policy would amortize any future additional unfunded liabilities (should they arise) over new 5-year closed amortization layers. This amortization policy change would only impact future actuarial valuations and would have no impact to this actuarial valuation. The purpose of this change would be to reduce year to year contribution volatility as a result of future plan experience. This policy would be monitored on an annual basis for reasonableness.
2. ***The Board should monitor*** the current funding objectives of the Pension Fund and routinely determine if any additional changes should be considered to the Pension Fund's investment policy (e.g., routinely monitor alternative investment strategies that may reduce future investment risk).

SECTION A

VALUATION RESULTS AND COMPARATIVE INFORMATION

Contributions Needed to Fund Benefits of the Pension Fund for the Fiscal Year Beginning July 1, 2025

The computed employer contribution for the fiscal year beginning July 1, 2025 is \$ 12,937.

Continued timely receipt of employer contributions are critical to the well-being of the City of Jackson Policemen's and Firemen's Pension Fund.

The computed employer contributions are to intended to finance the Unfunded Actuarial Accrued Liability (UAAL) and administrative expenses. Currently, the UAAL is \$(30,751). A negative UAAL means there are more assets than liabilities in the plan as of the measurement date. The portion of the computed employer contribution to fund the UAAL (if any) is computed as the level-dollar amount needed to amortize the unfunded actuarial accrued liability over a 3-year period. Contribution amounts are assumed to be paid midway through the fiscal year. Dollar amounts are adjusted for the time lag between June 30, 2024 and the assumed contribution date.

Comparative contribution amounts for prior fiscal years are shown on page A-3.

Comparative Schedule (\$ Amounts in Thousands)

Last 25 Years

Valuation Date June 30	(AAL) Actuarial Accrued Liability	(AVA) Actuarial Value of Assets	Unfunded Actuarial Accrued Liability (UAAL)					Experience Gain/(Loss)
	Dollar Amount	Funded Ratio	Amortization Period (Yrs.)					
			Actives	Retired Lives				
2000 (a)	\$ 11,747	\$ 11,518	\$ 229	98.1%	N/A	10	\$ 3,367	
2001	11,428	10,845	583	94.9%	N/A	9	(641)	
2002	11,267	9,355	1,912	83.0%	N/A	8	(1,286)	
2003	10,901	7,745	3,156	71.0%	N/A	7	(1,190)	
2004	10,753	6,418	4,335	59.7%	N/A	6	(1,256)	
2005	10,172	5,622	4,550	55.3%	N/A	5	(438)	
2006 (a)	10,931	5,560	5,371	50.9%	N/A	10	(413)	
2007	10,682	5,848	4,834	54.7%	N/A	10	(29)	
2008 (a)	11,056	5,533	5,523	50.0%	N/A	10	(88)	
2009 (a)	9,867	4,294	5,573	43.5%	N/A	19.65	(717)	
2010 (a)	9,464	4,029	5,435	42.6%	N/A	20.93	(220)	
2011	8,904	3,575	5,329	40.2%	N/A	13	(32)	
2012 (a)	8,481	3,245	5,236	38.3%	N/A	12	308	
2013	8,189	3,200	4,989	39.1%	N/A	11	(7)	
2014	8,165	3,286	4,879	40.2%	N/A	10	376	
2015 (a)	8,213	3,292	4,921	40.1%	N/A	11	259	
2016	7,912	3,305	4,606	41.8%	N/A	10	(13)	
2017	7,467	3,295	4,172	44.1%	N/A	10	129	
2018 (a)	7,362	3,281	4,081	44.6%	N/A	9	(54)	
2019	6,933	3,238	3,695	46.7%	N/A	8	123	
2020	5,815	3,334	2,480	57.3%	N/A	7	888	
2021	5,173	3,577	1,596	69.1%	N/A	6	524	
2022	4,685	3,539	1,147	75.5%	N/A	5	174	
2023 (a)	3,776	3,379	397	89.5%	N/A	4	687	
2024	3,570	3,601	(31)	100.9%	N/A	3	179	

(a) After changes in assumptions and/or methods.

The Actuarial Value of Assets was set equal to the Market Value of Assets for the June 30, 2023 actuarial valuation and thereafter.

City's Computed Contributions – Comparative Schedule Last 25 Years

Fiscal Year Ended June 30	Valuation Date June 30	Dollar Contributions	
		Computed	Actual
2002	2000	\$ -	\$ -
2003	2001	86,992	86,992
2004	2002	301,041	301,041
2005	2003	528,199	528,199
2006	2004	806,276	806,276
2007	2005	934,667	934,667
2008	2006	612,545	612,545
2009	2007	641,212	641,212
2010	2008	722,537 @	722,537
2011	2009	500,000 @	500,000
2012	2010	500,000 @	500,000
2013	2011	599,431 @	599,431
2014	2012	606,096 @	606,096
2015	2013	607,009	607,009
2016	2014	604,690 @	604,690
2017	2015	565,463 @	565,463
2018	2016	567,276	567,276
2019	2017	506,251	506,251
2020	2018	543,093 @	543,093
2021	2019	524,841	524,841
2022	2020	363,236	363,236
2023	2021	260,185	260,185
2024	2022	274,544 #	274,544
2025	2023	56,955 @#	
2026	2024	12,937 #	

@ After changes in assumptions and/or methods.

The Computed Annual Employer Contribution is based upon the Market Value of Assets.

Cash Flow Projection – Current Board Approved Policy

3-Year Closed Amortization (Currently None Required)

Assuming 6.0% Return on Market Value of Assets

Valuation Date June 30,	Actuarial Accrued Liability (AAL)	Market Value of Assets (MVA)	Unfunded Actuarial Accrued Liability (UAAL)	Funded Ratio	During Upcoming Fiscal Year			
					Remaining Amortization Years	Projected Unfunded Liability Contributions*	Projected Benefit Payments	Assumed Investment Return on MVA^
2024	\$ 3,569,963	\$ 3,600,714	\$ (30,751)	101%		\$ 44,303	\$ (389,152)	\$ 205,867
2025	3,383,504	3,461,732	(78,228)	102%	3	-	(384,278)	196,344
2026	3,190,876	3,273,798	(82,922)	103%	2	-	(377,496)	185,268
2027	2,993,673	3,081,570	(87,897)	103%	1	-	(368,718)	173,994
2028	2,793,674	2,886,845	(93,171)	103%			(357,896)	162,630
2029	2,592,818	2,691,580	(98,761)	104%			(345,047)	151,294
2030	2,393,140	2,497,827	(104,687)	104%			(330,282)	140,105
2031	2,196,682	2,307,650	(110,968)	105%			(313,803)	129,182
2032	2,005,403	2,123,029	(117,626)	106%			(295,911)	118,634
2033	1,821,068	1,945,752	(124,684)	107%			(276,966)	108,557
2034	1,645,178	1,777,343	(132,165)	108%			(257,379)	99,032
2035	1,478,901	1,618,995	(140,095)	109%			(237,569)	90,116
2036	1,323,042	1,471,543	(148,500)	111%			(217,915)	81,850
2037	1,178,068	1,335,478	(157,410)	113%			(198,732)	74,254
2038	1,044,145	1,211,000	(166,855)	116%			(180,277)	67,330
2039	921,187	1,098,053	(176,866)	119%			(162,751)	61,072
2040	808,896	996,374	(187,478)	123%			(146,290)	55,458
2041	706,814	905,541	(198,727)	128%			(130,979)	50,460
2042	614,372	825,023	(210,651)	134%			(116,840)	46,047
2043	530,940	754,230	(223,290)	142%			(103,841)	42,184
2044	455,886	692,573	(236,687)	152%			(91,913)	38,837
2045	388,609	639,497	(250,888)	165%			(80,974)	35,976
2046	328,557	594,499	(265,942)	181%			(70,930)	33,573
2047	275,244	557,142	(281,898)	200%+			(61,710)	31,604
2048	228,224	527,036	(298,812)	200%+			(53,257)	30,048
2049	187,086	503,827	(316,741)	200%+			(45,531)	28,884
2050	151,434	487,180	(335,745)	200%+			(38,509)	28,092
2051	120,873	476,763	(355,890)	200%+			(32,172)	27,655
2052	95,002	472,246	(377,243)	200%+			(26,503)	27,551
2053	73,416	473,294	(399,878)	200%+			(21,491)	27,762
2054	55,695	479,565	(423,870)	200%+			(17,119)	28,268
2055	41,411	490,714	(449,303)	200%+			(13,368)	29,048
2056	30,133	506,394	(476,261)	200%+			(10,213)	30,082
2057	21,426	526,262	(504,837)	200%+			(7,618)	31,351
2058	14,868	549,995	(535,127)	200%+			(5,539)	32,836
2059	10,057	577,292	(567,234)	200%+			(3,921)	34,522
2060	6,624	607,892	(601,268)	200%+			(2,698)	36,394
2061	4,244	641,588	(637,344)	200%+			(1,802)	38,442
2062	2,643	678,228	(675,585)	200%+			(1,168)	40,659
2063	1,599	717,719	(716,120)	200%+			(734)	43,041
2064	939	760,027	(759,087)	200%+			(446)	45,588
2065	536	805,169	(804,633)	200%+			(263)	48,302
2066	298	853,208	(852,911)	200%+			(150)	51,188
2067	161	904,246	(904,085)	200%+			(83)	54,252
2068	85	958,416	(958,330)	200%+			(45)	57,504
2069	44	1,015,874	(1,015,830)	200%+			(24)	60,952
2070	22	1,076,802	(1,076,780)	200%+			(12)	64,608
2071	11	1,141,398	(1,141,387)	200%+			(6)	68,484
2072	6	1,209,876	(1,209,870)	200%+			(3)	72,592
2073	3	1,282,465	(1,282,462)	200%+			(2)	76,948
2074	1	1,359,411	(1,359,410)	200%+			(1)	81,565

* Excluding portion of Computed Annual Employer Contribution that funds administrative expenses.

^ The assumed rate of investment return is net of investment expenses.



Development of Gain/(Loss)

	A.	B.	C.
	Actuarial Accrued Liability	Market Value of Assets	Unfunded Actuarial Accrued Liability (A. - B.)
(1) Value at start of year	\$3,776,026	\$3,378,879	\$397,147
(2) Actual Administrative Expenses	N/A	(12,374)	12,374
(3) Actual contributions	N/A	274,544	(274,544)
(4) Expected vs. Actual Disbursements	(394,176)	(391,086)	(3,090)
(5) Interest accrual [(1) + [(2) + (3) + (4)] / 2] x 6.00%	<u>214,736</u>	<u>198,865</u>	<u>15,871</u>
(6) Expected value before changes (1) + (2) + (3) + (4) + (5)	\$3,596,586	\$3,448,828	\$147,758
(7) Increase due to plan amendments	-	-	-
(8) Increase due to assumption changes	<u>-</u>	<u>-</u>	<u>-</u>
(9) Expected value after changes (6) + (7) + (8)	\$3,596,586	\$3,448,828	\$147,758
(10) Actual value at end of year	<u>3,569,963</u>	<u>3,600,714</u>	<u>-30,751</u>
(11) Gain/(loss) (9) - (10) [(10) - (9) for assets]	\$ 26,623	\$ 151,886	\$ 178,509

Other Observations

General Implications of the Contribution Allocation Procedure or Funding Policy on Future Expected Contributions and Funded Status

Given the Fund's contribution allocation procedure, if all actuarial assumptions are met (including the assumption of the Fund earning 6.00%), it is expected that:

1. The Unfunded Actuarial Accrued Liabilities (UAAL) will remain zero; and
2. The funded status of the Fund will remain at or above a 100% funded ratio.

Limitations of Funded Status Measurements

The funded status measurement presented in this report as of June 30, 2024 is based upon the Actuarial Accrued Liability (AAL) and the Market Value of Assets (MVA). Unless otherwise indicated, with regard to any funded status measurements presented in this report:

1. The measurement is inappropriate for assessing the sufficiency of Fund assets to cover the estimated cost of settling the Fund's benefit obligations; for example, transferring the liability to an unrelated third party in a market value type transaction.
2. The measurement is dependent upon the Actuarial Cost Method which, in combination with the Fund's amortization policy, affects the timing and amounts of future contributions. The amounts of future contributions will most certainly differ from those assumed in this report due to future actual experience differing from assumed experience based upon the actuarial assumptions.

Limitations of Project Scope

Actuarial standards do not require the actuary to evaluate the ability of the plan sponsor or other contributing entities to make required contributions to the plan when due. Such an evaluation was not within the scope of this project and is not within the actuary's domain of expertise. Consequently, the actuary performed no such evaluation.

Risks to Future Employer Contribution Requirements

There are ongoing risks to future employer contribution requirements to which the Pension Fund is exposed, such as:

- Actual and Assumed Investment Rate of Return
- Actual and Assumed Mortality Rates
- Amortization Policy

Risk Measures – Risks Associated with Measuring the Accrued Liability and Actuarially Determined Contribution

The determination of the accrued liability and the actuarially determined contribution requires the use of assumptions regarding future economic and demographic experience. Risk measures, as illustrated in this report, are intended to aid in the understanding of the effects of future experience differing from the assumptions used in the course of the actuarial valuation. Risk measures may also help with illustrating the potential volatility in the accrued liability and the actuarially determined contribution that result from the differences between actual experience and the actuarial assumptions.

Future actuarial measurements may differ significantly from the current measurements presented in this report due to such factors as the following: Fund experience differing from that anticipated by the economic or demographic assumptions; changes in economic or demographic assumptions due to changing conditions; increases or decreases expected as part of the natural operation of the methodology used for these measurements (such as the end of an amortization period, or additional cost or contribution requirements based on the Fund's funded status); and changes in plan provisions or applicable law. The scope of an actuarial valuation does not include an analysis of the potential range of such future measurements.

Examples of risk that may reasonably be anticipated to significantly affect the plan's future financial condition include:

1. **Investment Risk** – actual investment returns may differ from the expected returns;
2. **Asset/Liability Mismatch** – changes in asset values may not match changes in liabilities, thereby altering the gap between the accrued liability and assets and consequently altering the funded status and contribution requirements;
3. **Contribution Risk** – actual contributions may differ from expected future contributions. For example, actual contributions may not be made in accordance with the Fund's funding policy; and
4. **Longevity Risk** – members may live longer or shorter than expected and receive pensions for a period of time other than assumed.

The effects of certain trends in experience can generally be anticipated. For example, if the investment return since the most recent actuarial valuation is less (or more) than the assumed rate, the cost of the plan can be expected to increase (or decrease). Likewise, if longevity is improving (or worsening), increases (or decreases) in cost can be anticipated.

The computed contribution shown on Page 1 of the Executive Summary may be considered as a minimum contribution rate that complies with the Board's funding policy. The timely receipt of the actuarially determined contributions is critical to support the financial health of the plan. Users of this report should be aware that contributions made at the actuarially determined rate do not necessarily guarantee benefit security.

Risk Measures

Actuarial Valuation Date (6/30)	(1) Actuarial Value of Assets	(2) Actuarial Accrued Liability (AAL)	(3) Unfunded AAL (UAAL) (2) - (1)	(4) Funded Ratio (1) / (2)	(5) Non-Invest. Cash Flow (NICF)	(6) NICF / Assets (5)/(1)	(7) Market Rate of Return	(8) 5-year Trailing Geometric Average
2016	\$ 3,305,211	\$ 7,911,702	\$ 4,606,491	41.8%	\$ (210,061)	-6.36%	-5.8%	N/A
2017	3,295,481	7,467,298	4,171,817	44.1%	(246,916)	-7.49%	15.3%	N/A
2018 *	3,281,146	7,362,477	4,081,331	44.6%	(215,601)	-6.57%	14.4%	N/A
2019	3,238,459	6,933,093	3,694,634	46.7%	(266,065)	-8.22%	5.5%	6.3%
2020	3,334,482	5,814,802	2,480,320	57.3%	(194,008)	-5.82%	2.1%	6.0%
2021	3,576,789	5,172,947	1,596,158	69.1%	(149,433)	-4.18%	25.8%	12.3%
2022	3,538,581	4,685,354	1,146,773	75.5%	(203,015)	-5.74%	-12.5%	6.3%
2023 *^	3,378,879	3,776,026	397,147	89.5%	(245,089)	-7.25%	9.5%	5.4%
2024 ^	3,600,714	3,569,963	(30,751)	100.9%	(128,916)	-3.58%	10.2%	6.3%

* Revised actuarial assumptions.

^ Actuarial Value of Assets set equal to the Market Value of Assets.

(4). The funded ratio is the most widely known measure of a plan's financial strength, but the trend in the funded ratio is much more important than the absolute ratio. The funded ratio should trend to 100%. As it approaches 100%, it is important to re-evaluate the level of investment risk in the portfolio and potentially to re-evaluate the assumed rate of return.

(5) and (6). The ratio of Non-Investment Cash Flow to assets is an important measure of sustainability. Negative ratios are common and expected for a maturing system such as the City of Jackson Policemen's and Firemen's Pension Fund. A ratio that is more negative than the assumed investment rate of return for an extended period could be a leading indicator of potential exhaustion of assets in the future.

(7) and (8). Investment return is probably the largest single risk that most systems face. The year-by-year return and the five-year geometric average both give an indication of the reasonableness of the system's assumed return. Of course, past performance is not a guarantee of future results. Market rate shown is based on an actuarial estimation method and will differ modestly from figures reported by the investment consultant.

Low-Default-Risk Obligation Measure (LDROM)

Introduction

In December 2021, the Actuarial Standards Board (ASB) adopted a revision to Actuarial Standard of Practice (ASOP) No. 4, *Measuring Pension Obligations and Determining Pension Plan Costs or Contributions*. The revised ASOP No. 4 requires the calculation and disclosure of a liability referred to by the ASOP as the “Low-Default-Risk Obligation Measure” (LDROM). The rationale that the ASB cited for the calculation and disclosure of the LDROM was included in the Transmittal Memorandum of ASOP No. 4 and is presented below (emphasis added):

“The ASB believes that the calculation and disclosure of this measure provides **appropriate, useful information for the intended user regarding the funded status of a pension plan**. The calculation and disclosure of this additional measure is **not intended to suggest that this is the “right” liability measure** for a pension plan. However, the ASB does believe that **this additional disclosure provides a more complete assessment of a plan’s funded status and provides additional information regarding the security of benefits that members have earned as of the measurement date.**”

Comparing the Accrued Liabilities and the LDROM

One of the fundamental financial objectives of the City of Jackson Policemen’s and Firemen’s Pension Fund is to finance each member’s retirement benefits. To fulfill this objective, the discount rate that is used to value the accrued liabilities is set equal to the **expected return** on the Fund’s diversified portfolio of assets (referred to sometimes as the investment return assumption). The current investment return assumption is 6.00%.

The LDROM is meant to approximately represent the lump sum cost to a plan to purchase low-default-risk fixed income securities whose resulting cash flows essentially replicate in timing and amount of benefits to be paid in the future. The LDROM is very dependent upon market interest rates at the time of the LDROM measurement. The lower the market interest rates, the higher the LDROM, and vice versa. The LDROM results presented in this report are based on the present value of benefits using discount rates based upon the June 2024 Treasury Yield Curve Spot Rates (end of month). The 1-, 5-, 10-, and 30-year rates follow: 5.12%, 4.34%, 4.22% and 4.45%. This measure may not be appropriate for assessing the need for or amount of future contributions. This measure may not be appropriate for assessing the sufficiency of plan assets to cover the estimated cost of settling the plan’s benefit obligation.

The difference between the two measures (Valuation and LDROM) is one illustration of the expected savings the sponsor anticipates by taking on risk in a diversified portfolio.

Accrued Liabilities and LDROM

Valuation Accrued Liabilities	LDROM
\$3,569,963	\$3,992,535

Cash Flow Projection – LDRM

3-Year Closed Amortization

Assuming June 2024 Treasury Yield Curve Spot Rates

Valuation Date June 30,	Actuarial Accrued Liability (AAL)	Market Value of Assets (MVA)	Unfunded		During Upcoming Fiscal Year				
			Actuarial Accrued Liability (UAAL)	Funded Ratio	Projected Unfunded Liability Contributions*	Projected Benefit Payments	June 2024 Treasury		Assumed Investment Return on MVA^
							Yield Curve Spot Rates	Forwards Rates	
2024	\$ 3,992,535	\$ 3,600,714	\$ 391,821	90%	\$ 44,303	\$ (389,152)	5.12%	5.12%	\$ 175,653
2025	3,797,963	3,431,518	366,445	90%	129,836	(384,278)	4.71%	4.30%	142,225
2026	3,568,880	3,319,301	249,579	93%	129,836	(377,496)	4.50%	4.08%	130,493
2027	3,329,413	3,202,134	127,279	96%	129,836	(368,718)	4.40%	4.10%	126,484
2028	3,089,736	3,089,736	-	100%		(357,896)	4.34%	4.10%	119,426
2029	2,851,266	2,851,266	-	100%		(345,047)	4.30%	4.10%	109,906
2030	2,616,124	2,616,124	-	100%		(330,282)	4.26%	4.02%	98,603
2031	2,384,445	2,384,445	-	100%		(313,803)	4.24%	4.10%	91,396
2032	2,162,038	2,162,038	-	100%		(295,911)	4.22%	4.06%	81,834
2033	1,947,962	1,947,962	-	100%		(276,966)	4.22%	4.22%	76,420
2034	1,747,416	1,747,416	-	100%		(257,379)	4.23%	4.33%	70,151
2035	1,560,188	1,560,188	-	100%		(237,569)	4.26%	4.59%	66,230
2036	1,388,849	1,388,849	-	100%		(217,915)	4.31%	4.91%	62,931
2037	1,233,864	1,233,864	-	100%		(198,732)	4.37%	5.15%	58,527
2038	1,093,659	1,093,659	-	100%		(180,277)	4.43%	5.27%	52,983
2039	966,365	966,365	-	100%		(162,751)	4.49%	5.39%	47,795
2040	851,409	851,409	-	100%		(146,290)	4.54%	5.34%	41,636
2041	746,755	746,755	-	100%		(130,979)	4.59%	5.44%	37,133
2042	652,909	652,909	-	100%		(116,840)	4.62%	5.16%	30,722
2043	566,791	566,791	-	100%		(103,841)	4.64%	5.02%	25,882
2044	488,832	488,832	-	100%		(91,913)	4.65%	4.85%	21,507
2045	418,426	418,426	-	100%		(80,974)	4.63%	4.21%	15,932
2046	353,384	353,384	-	100%		(70,930)	4.61%	4.17%	13,275
2047	295,729	295,729	-	100%		(61,710)	4.58%	3.89%	10,321
2048	244,341	244,341	-	100%		(53,257)	4.54%	3.58%	7,812
2049	198,896	198,896	-	100%		(45,531)	4.51%	3.76%	6,635
2050	160,001	160,001	-	100%		(38,509)	4.48%	3.70%	5,218
2051	126,710	126,710	-	100%		(32,172)	4.46%	3.92%	4,344
2052	98,882	98,882	-	100%		(26,503)	4.45%	4.17%	3,577
2053	75,956	75,956	-	100%		(21,491)	4.45%	4.45%	2,907
2054	57,372	57,372	-	100%		(17,119)	4.46%	4.76%	2,328
2055	42,581	42,581	-	100%		(13,368)	4.47%	4.78%	1,720
2056	30,933	30,933	-	100%		(10,213)	4.48%	4.80%	1,243
2057	21,963	21,963	-	100%		(7,618)	4.49%	4.82%	877
2058	15,222	15,222	-	100%		(5,539)	4.50%	4.84%	604
2059	10,287	10,287	-	100%		(3,921)	4.51%	4.86%	406
2060	6,772	6,772	-	100%		(2,698)	4.52%	4.88%	265
2061	4,340	4,340	-	100%		(1,802)	4.52%	4.52%	156
2062	2,694	2,694	-	100%		(1,168)	4.53%	4.91%	104
2063	1,630	1,630	-	100%		(734)	4.54%	4.93%	62
2064	958	958	-	100%		(446)	4.54%	4.54%	33
2065	546	546	-	100%		(263)	4.55%	4.96%	21
2066	303	303	-	100%		(150)	4.55%	4.55%	10
2067	164	164	-	100%		(83)	4.56%	4.99%	6
2068	87	87	-	100%		(45)	4.57%	5.01%	3
2069	45	45	-	100%		(24)	4.57%	4.57%	2
2070	22	22	-	100%		(12)	4.58%	5.04%	1
2071	11	11	-	100%		(6)	4.58%	4.58%	0
2072	6	6	-	100%		(3)	4.58%	4.58%	0
2073	3	3	-	100%		(2)	4.59%	5.08%	0
2074	1	1	-	100%		(1)	4.59%	4.59%	0

* Excluding portion of Computed Annual Employer Contribution that funds administrative expenses.

^ The assumed rate of investment return is net of investment expenses.



SECTION B

SUMMARY OF BENEFIT PROVISIONS AND VALUATION DATA SUBMITTED BY THE PENSION FUND

Summary of Benefit Provisions Evaluated and/or Considered (June 30, 2024)

Regular Retirement (no reduction factor for age)

Eligibility – Age 55 with 25 years of credited service, or age 65 regardless of credited service.

Mandatory Retirement Age – Age 65.

Annual Amount – 2% of Final Average Salary (FAS) for each year of credited service, to a maximum of 60% of FAS.

Type of Final Average Salary – Average of annual salary for the five highest consecutive years of service within last 10 years preceding retirement.

Duty Disability Retirement

Eligibility – Total and permanent disability incurred in line of duty with the City.

Annual Amount – 66-2/3% of current salary at date of disability. Amount is offset by Worker's Compensation.

Non-Duty Disability Retirement

Eligibility – Total and permanent disability after 10 years of credited service and under the age of 55 years.

Annual Amount – 1-2/3% of final average salary for each year of credited service. Minimum is 20% of FAS; maximum is 50% of FAS.

Duty Death before Retirement

Eligibility – Death in line of duty with the City.

Annual Amount – 50% of final salary to surviving spouse, until remarriage or death, plus 10% to each unmarried child under age 18; maximum to spouse and children is 66-2/3% of final salary. Amounts are offset by Worker's Compensation.



Summary of Benefit Provisions Evaluated and/or Considered (June 30, 2024)

Non-Duty Death before Retirement

Eligibility – Death after 10 years of credited service.

Annual Amount – 1-1/2% of final average salary to eligible spouse (married at least 1 year to deceased member) for each year of credited service, payable beginning no earlier than age 45. Minimum is 20% of FAS; maximum is 40% of FAS. To each unmarried child under age 18, 10% of FAS with maximum of 50% of FAS for all minor children; total for spouse and children not to exceed 66-2/3% of FAS.

Automatic Death Benefit after Retirement

Upon the Death of a Regular Retiree the surviving spouse receives a benefit equal to 66-2/3% of the benefit **at retirement**. Upon the death of the Duty Disability retiree, the surviving spouse receives a benefit equal to 75% of the benefit the retiree received **at death**. These survivorship benefits will continue to increase with Post-Retirement Cost-of Living Adjustments.

Post-Retirement Cost-of-Living Adjustments

Pensions adjusted by same percent as increase in the pay of the rank last occupied.

Member Contributions

7% plus 1/2 of 1% for post-retirement cost-of-living adjustments.



Summary of Asset Information Submitted for Valuation

Balance Sheet

Reported Assets - Market Value		Reserves for	
Cash & equivalents	\$ 47,462	Members' contributions	\$ 0
Receivables & accruals	223	Employer's contributions	30,570,699
Fixed Income	1,877,043	Retired benefit payments	(26,969,985)
Domestic Equity	1,120,859		
International Equity	555,127		
Total Current Assets	\$ 3,600,714	Total Reserves	\$ 3,600,714

Revenues and Expenditures

Reported Balance - 6/30/2023 \$3,378,879

Revenues

Members' contributions	0
Employer contributions	274,544
Investment income	361,588

Expenditures

Benefit payments	391,086
Refund of member contributions	none
Administrative & Investment expenses	23,211

Reported Balance - 6/30/2024 \$3,600,714



Retiree and Beneficiary Comparative Schedule (Annual Pensions Include Escalation) Last 25 Years

Year Ended June 30	Added to Rolls			Removed from Rolls		Rolls End of Year		% Incr. in	Average Pension	Discounted Value of Pensions	
	No.	Annual Pensions*		No.	Annual Pensions	No	Annual Pensions	Annual Pensions		Total	Average
		New	COLAs								
2000	1	\$ 69,894		5	\$ 107,373	65	\$1,350,819	(2.7)	\$20,782	\$11,747,323	\$180,728
2001		44,704		4	79,319	61	1,316,204	(2.6)	21,577	11,427,707	187,339
2002		38,818		2	24,168	59	1,330,854	1.1	22,557	11,267,420	190,973
2003	3	105,612		6	148,099	56	1,288,367	(3.2)	23,007	10,900,752	194,656
2004			\$ 41,628	2	18,616	54	1,311,379	1.8	24,285	10,753,134	199,132
2005			42,898	4	91,966	50	1,262,311	(3.7)	25,246	10,172,322	203,446
2006			47,031	4	30,670	46	1,278,672	1.3	27,797	10,930,809	237,626
2007			43,468	2	66,876	44	1,255,264	(1.8)	28,529	10,681,885	242,770
2008	3	22,947	39,671	5	121,543	42	1,196,339	(4.7)	28,484	11,055,950	@ 263,237
2009	1	31,172	30,500	7	179,762	36	1,078,249	(9.9)	29,951	9,866,752	274,076
2010			28,465	3	43,249	33	1,063,465	(1.4)	32,226	9,463,639	286,777
2011	2	70,213	4,675	3	125,298	32	1,013,055	(4.7)	31,658	8,904,371	278,262
2012			7,083	3	46,283	29	973,855	(3.9)	33,581	8,481,396	@ 292,462
2013	0		13,234	1	5,871	28	981,217	0.8	35,043	8,189,493	292,482
2014	3	72,389	10,934	5	208,826	26	855,714	(12.8)	32,912	8,165,218	314,047
2015	0		10,114	2	53,498	24	812,330	(5.1)	33,847	8,213,377	@+ 342,224
2016	0		6,862	1	5,613	23	813,579	0.2	35,373	7,911,702	343,987
2017			7,480	2	54,805	21	766,254	(5.8)	36,488	7,467,298	355,586
2018			16,257	1	13,037	20	769,474	0.4	38,474	7,362,477	@ 368,124
2019			15,930	2	49,349	18	736,055	(4.3)	40,892	6,933,093	385,172
2020			14,650	3	114,165	15	636,540	(13.5)	42,436	5,814,802	387,653
2021	1	45,408	13,505	3	119,039	13	576,414	(9.4)	44,340	5,172,947	397,919
2022			4,163	2	78,065	11	502,511	(12.8)	45,683	4,685,354	425,941
2023			16,719	3	119,439	8	399,792	(20.4)	49,974	3,776,026	@ 472,003
2024	1	39,843	7,478	1	51,085	8	396,028	(0.9)	49,504	3,569,963	446,245

* Beginning in the 2004 valuation, changes in the annual pension are separated into benefits for the new members and cost-of-living adjustments for existing members. 2011 includes estimated benefits for one unreported surviving spouse.

@ After changes in assumptions and/or methods.

+ Alternate Funding Policy supplemental actuarial report dated March 17, 2016.



Retirees and Beneficiaries on Rolls

Comparative Statement

Last 25 Years

Valuation Date June 30	No. on Rolls	Initial Pensions	Escalation Pensions	Total	Initial as Percent of Total
2000	65	\$ 610,280	\$ 740,539	\$ 1,350,819	45.2 %
2001	61	591,432	724,772	1,316,204	44.9
2002	59	583,398	747,456	1,330,854	43.8
2003	56	601,739	686,628	1,288,367	46.7
2004	54	590,490	720,889	1,311,379	45.0
2005	50	560,207	702,104	1,262,311	44.4
2006	46	541,856	736,816	1,278,672	42.4
2007	44	529,973	725,291	1,255,264	42.2
2008	42	514,630	681,709	1,196,339	43.0
2009	36	464,420	613,829	1,078,249	43.1
2010	33	446,976	616,489	1,063,465	42.0
2011	32	444,354	568,701	1,013,055	43.9
2012	29	422,907	550,948	973,855	43.4
2013	28	418,926	562,291	981,217	42.7
2014	26	364,983	490,731	855,714	42.7
2015	24	341,918	470,412	812,330	42.1
2016	23	336,451	477,128	813,579	41.4
2017	21	302,959	463,295	766,254	39.5
2018	20	291,438	478,036	769,474	37.9
2019	18	278,670	457,385	736,055	37.9
2020	15	240,974	395,566	636,540	37.9
2021	13	206,871	369,543	576,415	35.9
2022	11	175,252	327,260	502,512	34.9
2023	8	135,063	264,729	399,792	33.8
2024	8	132,179	263,848	396,028	33.4

Retirees and Beneficiaries as of June 30, 2024

Tabulated by Type of Pensions Being Paid

Type of Pension Being Paid	No.	Escalator Pensions	Initial Pensions	Total Annual Pensions
Present Plan (1957) Pensions				
Age & Service Pensions:				
- Straight Life	1	\$ 23,458	\$ 29,921	\$ 53,379
- Survivor Beneficiaries	<u>2</u>	<u>68,725</u>	<u>17,657</u>	<u>86,382</u>
- Totals	3	92,182	47,578	139,760
Casualty Pensions:				
- Disability (Inc. Beneficiaries)	<u>5</u>	<u>171,666</u>	<u>84,601</u>	<u>256,267</u>
- Totals	5	171,666	84,601	256,267
Total Pensions Being Paid	8	\$263,848	\$132,179	\$396,028

Retirees and Beneficiaries as of June 30, 2024 Tabulated by Attained Age

Attained Age	Present Plan	
	No.	Annual Pensions
70 - 74	1	\$ 37,929
75 - 79	1	48,453
80 - 84	5	256,267
85 - 89	1	53,379
90 - 94		
95 - 99		
TOTALS	8	\$ 396,028

Average Age at Retirement: 47.6 yrs.

Average Age Now: 81.0 yrs.

Active Members *

Comparative Schedule

From 1966 – 2000

Valuation		Valuation	Average			
Date	Active		Age	Service	Pay	% Incr.
June 30	Members	Payroll				
1966	161	\$1,120,927	N/A yrs.	N/A yrs.	\$ 6,962	0.0 %
1967	154	1,112,452	38.8	12.3	7,224	3.8
1968	189	1,616,594	36.9	10.9	8,553	18.4
1969	171	1,491,991	37.8	11.7	8,725	2.0
1970	184	1,985,341	36.8	10.9	10,790	23.7
1971	181	2,069,097	37.4	11.7	11,431	5.9
1972	182	2,255,898	37.4	11.7	12,395	8.4
1973	172	2,245,755	37.3	11.7	13,057	5.3
1974	155	2,191,456	37.2	11.9	14,138	8.3
1975	153	2,561,103	38.1	12.7	16,739	18.4
1976	141	2,590,482	38.4	13.1	18,372	9.8
1977	124	2,356,400	38.4	13.0	19,003	3.4
1978	114	2,392,124	39.0	13.5	20,984	10.4
1979	110	2,466,966	40.3	14.7	22,427	6.9
1980	103	2,567,220	40.6	15.0	24,924	11.1
1981	90	2,562,461	41.6	16.0	28,472	14.2
1982	82	2,375,269	41.5	16.2	28,967	1.7
1983	73	2,216,742	41.9	16.7	30,366	4.8
1984	67	1,960,418	42.1	17.0	29,260	(3.6)
1985	56	1,680,335	42.1	17.2	30,006	2.5
1986	54	1,683,819	42.8	18.0	31,182	3.9
1987	51	1,652,602	43.6	18.8	32,404	3.9
1988	46	1,639,724	44.2	19.6	35,646	10.0
1989	33	1,285,310	44.9	20.3	38,949	9.3
1990	21	777,999	45.8	21.1	37,048	(4.9)
1991	6	251,480	47.8	22.0	41,913	13.1
1992	5	228,684	48.2	22.8	45,737	9.1
1993	5	237,750	49.2	23.8	47,550	4.0
1994	1	43,230	56.0	24.3	43,230	(9.1)
1995	1	43,139	57.0	25.3	43,139	(0.2)
1996	1	44,875	58.0	26.3	44,875	4.0
1997	1	50,098	59.0	27.3	50,098	11.6
1998	1	49,813	60.0	28.3	49,813	(0.6)
1999	1	51,016	60.8	29.3	51,016	2.4
2000	0	0	N/A	N/A	N/A	N/A

* As of the June 30, 2000 valuation, there are no longer active members.



SECTION C

ACTUARIAL COST METHODS, ACTUARIAL ASSUMPTIONS AND DEFINITIONS OF TECHNICAL TERMS

Actuarial Cost Methods Used for the Valuation

Financing of Unfunded Actuarial Accrued Liabilities: Unfunded actuarial accrued liabilities (if any) are amortized over a level-dollar 3-year amortization period. Administrative expenses are not included in the development of the liabilities and separately funded through an additional contribution amount. Contribution amounts were assumed to be paid midway through the fiscal year.

Previously, the **Actuarial Value of Assets** used for funding purposes was derived as follows: prior year valuation assets are increased by contribution and expected investment income and reduced by refunds, benefit payments and expenses. To this amount is added 25% of the difference between expected and actual investment income for each of the previous four years. Beginning with the June 30, 2008 valuation, Actuarial Value of Assets was restricted to the range of 80% to 120% of market value of assets. **As of the June 30, 2023 valuation, the Actuarial Value of Assets is set equal to the market value of assets.**

Actuarial Assumptions Used for the Valuation

The contribution requirements and actuarial present values of a pension fund are calculated by applying actuarial assumptions to the benefit provisions and people information of the Fund.

The principal areas of risk which require actuarial assumptions about future experiences are:

- (i) Long-term rates of investment return to be generated by the assets of the Fund
- (ii) Patterns of pay increases to members (impacts future cost-of-living-adjustments for this Pension Fund)
- (iii) Rates of mortality among members, retirees, and beneficiaries
- (iv) Rates of withdrawal of active members **(no longer applicable to this Pension Fund)**
- (v) Rates of disability among active members **(no longer applicable to this Pension Fund)**
- (vi) The age patterns of actual retirements **(no longer applicable to this Pension Fund)**

The monetary effect of each assumption is calculated for as long as a present covered person survives – a period of time which can be as long as a century.

Actual experience of the Fund will not coincide exactly with assumed experience, regardless of the wisdom of the assumptions. Each valuation provides a complete recalculation of assumed future experience and takes into account all past differences between assumed and actual experience. The result is a continual series of adjustments to the computed contribution rate.

From time-to-time one or more of the assumptions are modified to reflect experience trends (but not random or temporary year-to-year fluctuations).

All actuarial assumptions are expectations of future experience, not market measures.

Assumptions were reviewed and updated in conjunction with the 2017-2022 Experience Study for the City of Jackson Act 345 Policemen and Firemen Retirement System. We believe the assumptions adopted by the Board are reasonable for the purposes of this valuation report.

The investment return rate (net of investment expenses) used for valuation calculations was 6.0% a year, compounded annually. The assumed rate of price inflation is 2.25% per year resulting in a real rate of return of 3.75% per year.

No specific price inflation assumption is currently used in the valuation since there are no benefits that are specifically linked to price inflation. However, a price inflation assumption of 2.25% per year was considered in the building block development of the investment rate of return.

The investment return assumption of 6.0% per year is used to equate the value of payments due at different points in time and was first used for the revised June 30, 2015 valuation supplemental to re-compute the 2017 fiscal year employer contribution. Approximate investment returns, for the purpose of comparisons with assumed returns, have been as follows:

	Year Ended June 30					5-Year Average
	2024	2023	2022	2021	2020	
Nominal rate	10.2%	9.5%	(12.5)%	25.8%	2.1%	6.3%

The nominal rate of return (i.e., Market Value of Assets Rate of Investment Return) was computed using the approximate formula $i = I \text{ divided by } 1/2 (A + B - I)$, where I is actual realized investment income net of expenses plus market value adjustments, A is the beginning of year market asset value, and B is the end of year market asset value.

These rates of return should not be used for measurement of an investment advisor's performance or for comparisons with other pension funds – to do so will mislead.

Assumed Administrative Expenses: Future administrative expenses are projected based upon the reported administrative expenses for the prior fiscal year, increased with inflation (2.25%), and are included in the Computed Annual Employer Contribution.

Assumed rate of pension escalation: 2.75% per annum, compounded annually. This assumption was first used for the June 30, 2023 valuation.

The mortality table used was the Pub-2010 Safety (amount-weighted) Mortality Table adjusted for mortality improvements using projection scale MP-2021 on a fully generational basis. This table was first used for the June 30, 2023 valuation. Sample values for calendar year 2024 follow:

Sample Attained Ages	Probability of Dying Next Year		Future Life Expectancy (Years)	
	Male	Female	Male	Female
60	0.52%	0.46%	25.70	27.66
65	0.88	0.73	21.09	23.00
70	1.44	1.15	16.79	18.60
75	2.48	1.98	12.87	14.52
80	4.50	3.56	9.43	10.89
85	8.28	6.37	6.64	7.88
90	14.72	11.20	4.60	5.53
95	22.23	17.96	3.33	3.89
Ref:	2703 971	2704 972		

No adjustment is made for retirees who were previously designated as disabled upon retirement.

Definitions of Technical Terms

Accrued Service: Service credited under the fund which was rendered before the date of the actuarial valuation.

Actuarial Accrued Liability: The difference between the actuarial present value of future benefit payments and the actuarial present value of future normal costs. Also referred to as "accrued liability" or "past service liability."

Actuarial Assumptions: Estimates of expected future experience with respect to rates of mortality, disability, turnover, retirement, rate or rates of investment income and salary increases. Decrement assumptions (rates of mortality, disability, turn-over and retirement) and generally based on past experience, often modified for projected changes in conditions. Economic assumptions (salary increases and investment income) consist of the underlying rates in an inflation-free environment plus a provision for a long-term average rate of inflation.

Actuarial Cost Method: A mathematical budgeting procedure for allocating the dollar amount of the "actuarial present value of future benefit payments" between future normal costs and actuarial accrued liabilities. Sometimes referred to as the "actuarial valuation cost method."

Actuarial Equivalent: A single amount or series of amounts of equal actuarial present value to another single amount or series of amounts, computed on the basis of appropriate actuarial assumptions.

Actuarial Present Value: The amount of funds currently required to provide a payment or series of payments in the future. It is determined by discounting future payments at predetermined rates of interest, and by probabilities of payment. Also referred to as "present value."

Amortization: Paying off an interest-discounted amount with periodic payments of interest and principal – as opposed to paying it off with a lump sum payment.

Experience Gain/(Loss): The difference between actual actuarial costs and assumed actuarial costs – during the period between two valuation dates.

Normal Cost: The actuarial cost allocated to the current year by the actuarial cost method. Sometimes referred to as "current service cost."

Unfunded Actuarial Accrued Liabilities: The difference between Actuarial Accrued Liabilities and the Actuarial Value of Assets. Sometimes referred to as "unfunded past service liability," "unfunded accrued liability" or "unfunded supplemental present value."

Most pension funds have unfunded actuarial accrued liabilities. They arise each time new benefits are added and each time an experience loss is realized.

The existence of unfunded actuarial accrued liabilities is not in itself bad, any more than a mortgage on a house is bad. Unfunded actuarial accrued liabilities do not represent a debt that is payable today. What is important is the ability to control the amount of unfunded actuarial accrued liabilities and the trend in their amount (after due allowance for devaluation of the dollar).



January 30, 2025

Ms. Sue Burt
Finance Dept.
City of Jackson
161 West Michigan Avenue
Jackson, Michigan 49201

Dear Ms. Burt:

Enclosed, please find 8 copies of the report of the annual Actuarial Valuation Report as of June 30, 2024 of the City of Jackson Policemen's and Firemen's Pension Fund.

Sincerely,
Gabriel, Roeder, Smith & Company


James R. Sparks, ASA, FCA, MAAA

JRS:sc
Enclosures

cc: Heather Ehnis, Finance Director (City of Jackson)
Jilian Jegla, Assistant Director (City of Jackson)
Amanda Wedgwood (The Rehman Group)



MEMO TO: Mayor and City Councilmembers

FROM: Jonathan Greene, City Manager

DATE: May 27, 2025

SUBJECT: Resolution Proposed Annual Budget for Fiscal Year 2025-2026

Recommendation:

Adoption of the Annual Budget Resolution for Fiscal Year 2025/26 and authorize the Mayor and City Clerk to sign the 2025 Tax Rate Request (form L-4029).

I've attached a memo from Heather Ehnis, Finance Director, regarding the adoption of the Annual Budget Resolution for Fiscal Year 2025/26.

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



DEPARTMENTAL REPORT

MEMO TO: Jonathan Greene, City Manager
FROM: Heather Ehnis, Chief Financial Officer
DATE: May 27, 2025

RECOMMENDATION: I recommend adoption of the Proposed Budget Resolution for Fiscal Year 2025/26 and authorize the Mayor and City Clerk to sign the 2025 Tax Rate Request (form L-4029).

ISSUE STATEMENT

The Annual Budget Resolution for fiscal year 2025/26 is attached for adoption at the May 27th City Council meeting.

The Annual Budget Resolution:

1. Adopts the fiscal year 2025/26 budget for all City funds (except for the CDBG and HOME funds, which are adopted separately);
2. Amends the current fiscal year 2024/25 budget to those amounts projected; and
3. Orders the levy of the City tax rates on the taxable value of all property classes for tax year 2025.

DESCRIBE THE CONSEQUENCES

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

- A. To hold a public hearing on the recommended budget, notice of which shall be published at least five days prior to the hearing (*Notice of the Public Hearing was published 4/24/2025; the Public Hearing was held 5/13/2025*).
- B. No sooner than seven (7) days after the public hearing, but not later than May 31st, adopt, by resolution, the annual budget for the next fiscal year (*Adoption of this Resolution on May 27th will meet this requirement*).
- C. Publish the annual budget resolution, as adopted, on or before July 1st of each year.

OWNERSHIP

The Annual Budget Resolution submitted for adoption includes Attachment A, a revenue summary, and Attachment B, an expenditure summary, which are contained in the City Manager's "Proposed Budget for the Fiscal Year Ended June 30, 2026" online budget book.

SOLUTION

Adoption of the Annual Budget Resolution by the City Council at the May 27th City Council meeting will meet the requirements of the City Charter and the State of Michigan.

FACILITATE IMPLEMENTATION

I recommend the adoption of the Annual Budget Resolution.

ATTACHMENTS

1. Annual Budget Resolution_2026
2. Annual Budget Resolution FY 2026 - Attachment A
3. Annual Budget Resolution FY 2026 - Attachment B
4. L-4029

ANNUAL BUDGET RESOLUTION

BY THE CITY COUNCIL:

WHEREAS, prior to the first regular council meeting in May, the City Manager has submitted to the City Council an estimate of the revenues and expenditures of the City of Jackson for the period from July 1, 2025, through June 30, 2026, from detailed information furnished to them by the several departments of the City, and has made recommendations as to the amounts to be appropriated to each of the various funds provided for in the City Charter, and

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

NOW, THEREFORE, BE IT RESOLVED, that the Annual Budget of the City for the period from July 1, 2025, to June 30, 2026, including Attachment A, revenue summary, and Attachment B, expense summary, representing the various budgetary centers as defined by P.A. 621 of 1978, as last amended, is hereby adopted;

BE IT FURTHER RESOLVED, that the current fiscal year 2024/25 budget be amended to those amounts reflected in the 2024/25 Projected column as contained in those Attachments A and B.

BE IT FURTHER RESOLVED, that it is ordered that an ad valorem property tax as set forth below be levied upon the taxable valuation of all taxable real and personal property in the City of Jackson, which is estimated to be \$819,965,027.

BE IT FURTHER RESOLVED, that it is ordered that a tax as set forth below be levied upon the taxable valuation of all industrial property qualified under Act 198 of 1974, property qualified under the Neighborhood Enterprise Zone classification, property qualified under the Land Bank Authority classification, qualified under the Renaissance Zone classification and property qualified under the Obsolete Property Rehabilitation Act (O.P.R.A.) in the City of Jackson, which is estimated to be \$1,057,188.

General Operating	6.6513 mills
Public Improvements	1.9002 mills
City Hall Debt	.6835 mills
State Act 345 Police and Fire Pension	<u>8.0250 mills</u>
	<u>17.2600 mills</u>

* * * * *

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

I, Andrea Muray, City Clerk, in and for the City of Jackson, County and State aforesaid do hereby certify that the foregoing is a true and complete copy of a resolution adopted by the Jackson City Council on the 27th day of May, 2025.

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

City Clerk

Attachment A

Revenue Summary for Fiscal Year 2025/26

Fund	2022/23 Actual	2023/24 Actual	2024/25 Budget	2024/25 Projected	2025/26 Proposed	2025/26 Adopted
101 General Fund:						
Property taxes	10,529,043	11,065,371	11,585,297	11,479,501	11,853,075	11,853,075
income taxes	11,418,387	11,020,164	10,900,000	11,000,000	11,100,000	11,100,000
Licenses and permits	377,587	329,427	352,015	298,510	342,015	342,015
Federal grants	1,021,434	2,227,022	293,407	1,926,868	207,860	207,860
State grants	8,607	201,016	186,000	209,000	191,000	191,000
State revenue sharing	5,372,545	5,633,331	5,787,831	5,787,073	5,953,956	5,953,956
Charges for services	1,307,668	1,340,064	1,423,349	1,570,536	1,447,377	1,447,377
Fines and forfeits	424,203	173,290	355,640	375,375	384,920	384,920
Investment income	422,272	745,821	390,000	735,000	660,000	660,000
Proceeds from sale of capital assets	223,075	461,899	30,100	1,487,180	30,000	30,000
Contributions from local units	22,945	12,144	12,500	12,000	12,500	12,500
Contributions from other funds	222,079	501,883	190,000	267,000	533,327	533,327
Miscellaneous	317,162	428,330	336,136	820,582	283,192	283,192
	31,667,008	34,139,762	31,842,275	35,968,625	32,999,222	32,999,222
102 Budget Stabilization Fund						
Interest	43,804	81,677	30,000	72,000	50,000	50,000
	43,804	81,677	30,000	72,000	50,000	50,000
151 Cemetery Perpetual Maintenance:						
Charges for goods and services	34,127	28,602	20,000	20,000	20,000	20,000
Investment income	46,196	110,393	25,000	25,000	25,000	25,000
	80,323	138,995	45,000	45,000	45,000	45,000
155 Ella W. Sharp Endowment:						
Fines and forfeits	22,050	33,084	30,000	30,000	30,000	30,000
Investment income	-23,691	29,215	550	3,500	2,500	2,500
	-1,641	62,299	30,550	33,500	32,500	32,500
160 Lloyd E. Mount Endowment:						
Fines and forfeits	5,345	7,061	5,000	5,000	5,000	5,000
Investment income	-6,002	8,815	100	100	100	100
	-657	15,876	5,100	5,100	5,100	5,100
202 Major Street:						
Federal & state grants	13,036,150	2,856,588	7,216,558	6,342,330	15,255,170	15,255,170
State gas & weight tax	3,907,498	3,919,198	3,728,424	3,768,509	3,771,876	3,771,876
State trunkline maintenance	160,622	153,842	132,000	122,000	122,000	122,000
Interest/miscellaneous	74,884	77,185	65,000	79,000	34,500	34,500
Contributions from other funds	720,769	1,901,293	3,375,790	1,821,065	2,230,444	2,230,444
	17,899,923	8,908,106	14,517,772	12,132,904	21,413,990	21,413,990
203 Local Street:						
State gas & weight tax	1,119,809	1,148,488	870,000	870,000	870,000	870,000
Interest/miscellaneous	67,442	130,338	23,605	65,170	32,585	32,585
Contributions from other funds	735,507	336,524	597,848	1,327	322,147	322,147
	1,922,758	1,615,350	1,491,453	936,497	1,224,732	1,224,732
208 Ella W. Sharp Park Operating:						
General	596,607	601,477	640,350	646,750	664,350	664,350
Golf practice center	42,575	43,197	46,250	54,000	57,500	57,500
Sharp Park mini-golf course	76,026	67,620	97,500	97,500	105,000	105,000
Parks & facilities maintenance	237,305	317,045	314,650	396,554	378,600	378,600
	952,513	1,029,339	1,098,750	1,194,804	1,205,450	1,205,450
213 Opioid Settlement Fund:						
Miscellaneous	118,176	163,553	0	66,645	0	0
	118,176	163,553	0	66,645	0	0
218 Affordable Housing Development:						
Federal grants	678,325	981,591	1,658,800	1,230,196	1,802,646	1,802,646
Contributions from other funds	0	2,313	0	36,000	37,500	37,500
	678,325	983,904	1,658,800	1,266,196	1,840,146	1,840,146

Attachment A

Revenue Summary for Fiscal Year 2025/26

Fund	2022/23 Actual	2023/24 Actual	2024/25 Budget	2024/25 Projected	2025/26 Proposed	2025/26 Adopted
234 HCDF MICH Grant Fund:						
State grants	0	0	880,000	21,000	859,000	859,000
	0	0	880,000	21,000	859,000	859,000
245 Public Improvement:						
Property taxes	1,302,489	1,358,770	1,426,000	1,419,500	1,491,500	1,491,500
Interest	50,536	76,620	35,000	60,000	40,000	40,000
Miscellaneous	0	0	0	16,667	16,667	16,667
	1,353,025	1,435,390	1,461,000	1,496,167	1,548,167	1,548,167
246 Cortland St. Redevelopment Projects:						
Federal grants	464,435	1,250,251	1,592,500	2,362,365	0	0
Interest & miscellaneous	11,073	10,011	5,000	4,000	2,500	2,500
	475,508	1,260,262	1,597,500	2,366,365	2,500	2,500
249 Building Department:						
Licenses, permits & fees	505,550	707,788	508,500	542,997	523,000	523,000
Interest & miscellaneous	48,342	41,602	12,400	34,500	15,500	15,500
	553,892	749,390	520,900	577,497	538,500	538,500
251 Housing Code Enforcement:						
Charges for goods and services	1,656,866	1,131,183	960,000	635,161	1,165,000	1,165,000
Interest & miscellaneous	96,218	117,623	61,400	76,500	66,000	66,000
	1,753,084	1,248,806	1,021,400	711,661	1,231,000	1,231,000
252 Building Demolitions:						
Federal & state grants	0	0	0	30,000	2,970,000	2,970,000
Demolitions	208,109	185,017	193,000	225,575	100,000	100,000
Interest & miscellaneous	4,116	8,585	3,000	0	2,500	2,500
Contributions from other funds	0	193,402	0	95,050	100,000	100,000
	212,225	387,004	196,000	350,625	3,172,500	3,172,500
265 Drug Law Enforcement:						
Interest & miscellaneous	4,818	54,258	20,000	20,000	50,000	50,000
	4,818	54,258	20,000	20,000	50,000	50,000
272 SAFER Grant:						
Federal grants	440,098	484,018	301,801	351,748	0	0
	440,098	484,018	301,801	351,748	0	0
273 Project Safe Neighborhood Grant:						
Federal grants	93,347	140,654	277,871	100,199	126,680	126,680
	93,347	140,654	277,871	100,199	126,680	126,680
275 Byrne JAG Grant:						
Federal grants	75,104	23,202	40,174	70,794	0	0
	75,104	23,202	40,174	70,794	0	0
279 American Rescue Plan Act:						
Federal grants	94,223	12,555	75,000	0	0	0
Contributions from other funds	0	0	0	5,000	5,000	5,000
	94,223	12,555	75,000	5,000	5,000	5,000
280 Housing Stability Fund:						
State grants	0	0	250,000	655,000	595,000	595,000
	0	0	250,000	655,000	595,000	595,000
285 EPA Brownfield Assessment Grant:						
Federal grants	0	246,782	100,000	223,218	30,000	30,000
	0	246,782	100,000	223,218	30,000	30,000
296 Recreation Activity:						
Charges for goods and services	286,532	330,903	341,000	568,501	496,500	496,500
Interest & miscellaneous	12,268	22,839	12,000	25,000	25,000	25,000
	298,800	353,742	353,000	593,501	521,500	521,500
297 JPS Recreation Millage Program:						
Contributions from local units	674,778	718,385	1,000,000	1,000,000	1,200,000	1,200,000
Interest & miscellaneous	10,369	11,788	20,000	20,000	20,000	20,000
	685,147	730,173	1,020,000	1,020,000	1,220,000	1,220,000

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Revenue Summary for Fiscal Year 2025/26

Fund	2022/23 Actual	2023/24 Actual	2024/25 Budget	2024/25 Projected	2025/26 Proposed	2025/26 Adopted
308 2020 Capital Improvement Bonds Debt Service:						
Contributions from other funds	223,702	223,788	223,792	223,792	223,713	223,713
	223,702	223,788	223,792	223,792	223,713	223,713
352 2017 Mich. Trans. Fund Bonds Debt Service:						
Contributions from other funds	761,890	762,068	761,885	761,885	761,341	761,341
	761,890	762,068	761,885	761,885	761,341	761,341
353 2024 Mich. Trans. Fund Bonds Debt Service:						
Contributions from other funds	0	0	0	470,834	473,000	473,000
	0	0	0	470,834	473,000	473,000
367 2021 City Hall Refunding Debt Service:						
Property taxes	750,689	767,963	712,000	735,081	578,000	578,000
Interest & miscellaneous	18,116	40,685	10,000	35,000	10,000	10,000
	768,805	808,648	722,000	770,081	588,000	588,000
385 2016 Capital Improvement Bonds Debt Service:						
Contributions from other funds	144,087	145,569	145,743	145,743	146,632	146,632
	144,087	145,569	145,743	145,743	146,632	146,632
386 2018 Capital Improvement Bonds Debt Service:						
Contributions from other funds	1,410,000	1,419,000	1,400,250	1,400,250	1,405,250	1,405,250
	1,410,000	1,419,000	1,400,250	1,400,250	1,405,250	1,405,250
389 2017 BRA TIF Refunding Debt Service:						
Contributions from other funds	420,556	420,144	1,764,600	1,764,600	1,823,416	1,823,416
	420,556	420,144	1,764,600	1,764,600	1,823,416	1,823,416
391 2021 BRA TIF Refunding Debt Service:						
Contributions from other funds	772,512	791,838	38,593	38,593	38,593	38,593
	772,512	791,838	38,593	38,593	38,593	38,593
394 2001 DDA TIF Debt Service:						
Contributions from other funds	2,735,750	2,881,823	3,032,403	3,032,403	3,190,825	3,190,825
	2,735,750	2,881,823	3,032,403	3,032,403	3,190,825	3,190,825
395 2019 DDA TIF Refunding Debt Service:						
Contributions from other funds	209,573	208,365	207,157	207,157	205,949	205,949
	209,573	208,365	207,157	207,157	205,949	205,949
401 Capital Projects:						
Contributions from other funds	590,075	892,164	308,520	495,000	1,003,520	1,003,520
Donations/miscellaneous	569	0	500	57,500	675,500	675,500
	590,644	892,164	309,020	552,500	1,679,020	1,679,020
402 Water Equipment & Replacement:						
Federal grants	557,082	367,950	603,046	609,046	0	0
Investment income	313,389	489,012	260,025	488,275	366,205	366,205
Miscellaneous	0	0	0	57,723	0	0
Contributions from other funds	2,831,925	4,817,453	23,887,127	7,014,700	14,796,253	14,796,253
	3,702,396	5,674,415	24,750,198	8,169,744	15,162,458	15,162,458
403 Lead Service Line Replacement:						
Federal grants	183,585	490,134	1,096,500	990,242	683,974	683,974
Investment income	51,422	133,112	58,830	138,437	83,062	83,062
Contributions from other funds	1,050,166	1,622,506	1,671,185	1,671,185	1,836,075	1,836,075
	1,285,173	2,245,752	2,826,515	2,799,864	2,603,111	2,603,111
404 Sanitary Sewer Maintenance:						
Interest & miscellaneous	6	51	500	0	0	0
Contributions from other funds	323,380	303,969	672,781	608,528	462,407	462,407
	323,386	304,020	673,281	608,528	462,407	462,407
405 Sanitary Sewer Replacement:						
Interest & miscellaneous	120,723	241,033	137,090	193,030	115,818	115,818
Contributions from other funds	1,060,502	2,467,570	3,106,915	2,156,633	3,728,897	3,728,897
	1,181,225	2,708,603	3,244,005	2,349,663	3,844,715	3,844,715

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Revenue Summary for Fiscal Year 2025/26

Fund	2022/23 Actual	2023/24 Actual	2024/25 Budget	2024/25 Projected	2025/26 Proposed	2025/26 Adopted
406 Wastewater Equipment Replacement:						
Federal grants	903,321	4,499,640	0	282,131	0	0
Investment income	199,112	254,004	189,831	259,129	129,565	129,565
Miscellaneous	0	0	0	74,295	0	0
Contributions from other funds	1,512,800	1,535,528	13,204,201	758,864	343,827	343,827
	2,615,233	6,289,172	13,394,032	1,374,419	473,392	473,392
407 2022 Sewer System Project Construction:						
Contributions from other funds	1,961,911	5,184,425	2,492,187	4,788,855	0	0
	1,961,911	5,184,425	2,492,187	4,788,855	0	0
409 2022 Water System Project Construction:						
Contributions from other funds	382,019	2,205,577	9,710,899	4,493,599	7,071,428	7,071,428
	382,019	2,205,577	9,710,899	4,493,599	7,071,428	7,071,428
410 2024 Water System Project Construction:						
Contributions from other funds	0	0	0	2,501,009	2,545,763	
	0	0	0	2,501,009	2,545,763	0
426 2024 Michigan Transportation Fund Bonds Const. Fund:						
Interest	0	27,777	0	100,310	25,000	25,000
Bond proceeds	0	3,946,916	0	0	0	0
	0	3,974,693	0	100,310	25,000	25,000
488 MLK Corridor Improvement Authority:						
Federal grants	20,620	689,202	3,631,100	2,179,928	1,610,250	1,610,250
Property taxes	0	12,113	12,200	30,735	50,000	50,000
Contributions from other funds	124,034	210,000	190,000	190,000	75,000	75,000
	144,654	911,315	3,833,300	2,400,663	1,735,250	1,735,250
489 Brownfield Redevelopment Authority:						
Property taxes	1,873,061	1,668,627	1,681,830	1,655,903	1,743,770	1,743,770
Interest & miscellaneous	59,857	138,477	40,000	691,992	40,000	40,000
	1,932,918	1,807,104	1,721,830	2,347,895	1,783,770	1,783,770
494 Downtown Development Authority Project:						
Property taxes	1,915,448	1,872,026	1,884,000	1,995,344	2,025,000	2,025,000
Interest & miscellaneous	1,715,149	1,838,846	1,675,000	1,740,000	200,100	200,100
	3,630,597	3,710,872	3,559,000	3,735,344	2,225,100	2,225,100
514 Auto Parking System:						
Parking fines and permits	2,302	2,432	1,800	1,800	1,800	1,800
Interest & miscellaneous	4,473	7,795	1,500	4,000	1,500	1,500
Contributions from other funds	92,143	92,143	92,143	92,143	131,500	131,500
	98,918	102,370	95,443	97,943	134,800	134,800
518 Parking Assessment:						
Parking fines and permits	186,069	202,711	155,945	167,200	314,325	314,325
Interest & miscellaneous	46,592	61,987	46,352	46,352	1,500	1,500
Contributions from other funds	80,000	113,155	150,000	147,475	200,000	200,000
	312,661	377,853	352,297	361,027	515,825	515,825
519 Cooper/Francis Parking Decks:						
Parking fines and permits	9,153	8,411	8,000	10,000	8,000	8,000
Interest & miscellaneous	21,128	32,029	7,550	17,275	7,000	7,000
	30,281	40,440	15,550	27,275	15,000	15,000
590 Sewer:						
Charges for goods & services	6,326,956	6,708,133	6,989,423	7,255,829	9,040,632	9,040,632
Federal and state grants	1,961,911	425,089	0	0	0	0
Penalties & interest	396,973	523,955	366,360	238,608	172,751	172,751
Miscellaneous	344,119	1,010,654	6,240	484,859	6,490	6,490
Other financing sources	0	0	14,792,187	4,788,855	0	0
Contributions from other funds	2,857,308	12,448,253	0	0	0	0
	11,887,267	21,116,084	22,154,210	12,768,151	9,219,873	9,219,873

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Revenue Summary for Fiscal Year 2025/26

Fund	2022/23 Actual	2023/24 Actual	2024/25 Budget	2024/25 Projected	2025/26 Proposed	2025/26 Adopted
591 Water:						
Charges for goods & services	13,511,513	13,619,684	14,217,279	13,960,638	14,502,719	14,502,719
Federal & state grants	382,019	2,205,577	12,835,527	6,044,027	10,677,310	10,677,310
Penalties & interest	882,256	1,424,875	667,686	707,450	445,525	445,525
Other financing sources	0	0	11,362,577	1,652,581	4,737,882	4,737,882
Contributions from other funds	3,521,752	5,401,112	427,458	427,521	449,462	449,462
Miscellaneous	6,802	21,590	0	1,900	0	0
	18,304,342	22,672,838	39,510,527	22,794,117	30,812,898	30,812,898
641 Public Works Administration:						
Charges for goods & services	336,640	334,734	357,145	535,574	803,361	803,361
Interest & miscellaneous	19,377	29,060	20,961	20,961	15,725	15,725
	356,017	363,794	378,106	556,535	819,086	819,086
642 Engineering Administration:						
Charges for goods and services	269,675	245,462	315,451	384,295	443,203	443,203
Interest & miscellaneous	10,332	15,925	8,025	6,540	6,740	6,740
	280,007	261,387	323,476	390,835	449,943	449,943
643 Local Site Remediation Revolving Fund:						
Investment income & miscellaneous	8,298	19,999	7,500	17,000	15,000	15,000
Contributions from other funds	114,659	61,479	63,055	54,590	67,700	67,700
	122,957	81,478	70,555	71,590	82,700	82,700
661 Motor Pool and Garage:						
Federal grants	1,012,542	631,958	0	0	0	0
Charges/equipment rental	205,534	275,944	187,573	203,840	210,001	210,001
Investment income & miscellaneous	1,314,376	1,416,266	1,271,003	1,406,276	1,222,770	1,222,770
Contributions from other funds	0	0	0	200,000	200,000	200,000
	2,532,452	2,324,168	1,458,576	1,810,116	1,632,771	1,632,771
676 Workers Compensation:						
Interest & miscellaneous	23,891	54,426	30,000	42,900	10,000	10,000
Contributions from other funds	538,364	184,185	180,000	189,800	170,000	170,000
	562,255	238,611	210,000	232,700	180,000	180,000
677 Self-Insured Healthcare:						
Interest & miscellaneous	1,699	52,810	35,000	26,700	20,000	20,000
Contributions - city	4,125,634	4,779,714	5,470,000	5,311,000	6,100,000	6,100,000
Contributions - employees	805,567	924,988	1,000,000	994,000	1,000,000	1,000,000
Contributions - General Fund	750,000	0	0	0	0	0
	5,682,900	5,757,512	6,505,000	6,331,700	7,120,000	7,120,000
703 County & School Tax Collection:						
Property taxes - GASB 84	28,387,322	30,015,313	28,750,000	32,000,000	34,000,000	34,000,000
Interest & miscellaneous	112,676	206,386	110,000	150,000	150,000	150,000
	28,499,998	30,221,699	28,860,000	32,150,000	34,150,000	34,150,000
731 Employees Retirement System:						
Investment income	4,354,777	4,407,187	4,560,000	4,625,000	4,625,000	4,625,000
Employee contributions	900,077	733,822	600,000	600,000	600,000	600,000
Employer contributions	1,210,604	1,135,855	1,347,820	1,400,000	1,623,411	1,623,411
	6,465,458	6,276,864	6,507,820	6,625,000	6,848,411	6,848,411
732 Policemen's & Firemen's Pension:						
Investment income	326,685	361,588	202,500	302,500	126,500	126,500
Contributions from General Fund	260,185	274,544	56,955	56,955	12,937	12,937
	586,870	636,132	259,455	359,455	139,437	139,437
734 Policemen's & Firemen's Pension-Act 345:						
Investment income	5,273,735	6,432,282	4,200,000	4,900,000	4,250,000	4,250,000
Employee contributions	494,197	530,145	500,000	625,000	600,000	600,000
Contributions from General Fund	5,674,911	5,922,297	6,129,381	6,129,381	6,174,140	6,174,140
	11,442,843	12,884,724	10,829,381	11,654,381	11,024,140	11,024,140

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Revenue Summary for Fiscal Year 2025/26

Fund	2022/23 Actual	2023/24 Actual	2024/25 Budget	2024/25 Projected	2025/26 Proposed	2025/26 Adopted
736 Public Employee Health Care:						
Fines and forfeits	54,724	96,046	30,000	29,000	22,500	22,500
Investment income	339,391	503,080	200,000	200,000	200,000	200,000
	394,115	599,126	230,000	229,000	222,500	222,500
852 Special Assessment Debt Service						
Contributions from other funds	161,288	161,160	162,008	162,008	161,788	161,788
	161,288	161,160	162,008	162,008	161,788	161,788
895 Special Assessment:						
Special assessments	894,885	1,133,873	2,387,073	660,526	851,136	851,136
	894,885	1,133,873	2,387,073	660,526	851,136	851,136

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Expense Summary for Fiscal Year 2025/26

	2022/23 Actual	2023/24 Actual	2024/25 Budget	2024/25 Projected	2025/26 Proposed	2025/26 Adopted
General Fund:						
101-101 City Council	119,106	94,686	121,212	123,772	116,763	116,763
101-103 Charter Commission	0	0	2,500	2,500	2,500	2,500
101-172 City Manager	475,555	538,784	547,902	566,720	557,670	557,670
101-191 Finance	540,323	806,575	692,384	723,844	718,276	718,276
101-215 City Clerk	313,515	339,091	418,878	389,878	393,599	393,599
101-228 Mgt. Information Services	383,156	392,800	462,336	552,850	724,624	724,624
101-233 Purchasing	118,367	165,331	126,943	260,459	142,769	142,769
101-253 City Treasurer	386,887	412,671	458,257	444,952	364,513	364,513
101-254 City Income Tax Admin.	187,096	219,276	269,322	245,522	254,014	254,014
101-257 City Assessor	438,041	481,318	536,951	562,560	577,894	577,894
101-262 City Clerk-Elections	126,748	178,436	204,033	189,033	262,094	262,094
101-265 City Hall & Grounds	441,097	419,228	823,267	786,407	882,990	882,990
101-266 City Attorney	715,545	783,048	870,007	887,566	916,369	916,369
101-270 Personnel	490,661	438,583	637,912	548,762	671,362	671,362
101-278 Unallocated	745,736	817,686	835,290	870,978	889,433	889,433
101-299 Admin. Hearings Bureau	203,994	106,737	218,549	227,273	246,453	246,453
101-301 Police	10,642,038	10,836,738	12,397,317	12,113,639	12,847,458	12,847,458
101-311 OHSP Grant	7,860	3,661	13,114	33,190	6,692	6,692
101-320 Consortium Training	10,754	50,064	36,000	36,000	75,000	75,000
101-321 In-Service Training	9,906	12,400	16,000	18,000	20,000	20,000
101-322 MCOLES Training	0	0	0	22,500	45,000	45,000
101-340 Fire Suppression	6,301,587	6,791,242	6,487,641	6,474,076	7,186,364	7,186,364
101-350 Public Safety - Unallocated	1,918,599	1,989,980	1,937,698	1,962,305	1,929,262	1,929,262
101-442 Forestry	786,222	717,758	873,773	1,081,572	922,074	922,074
101-444 Sidewalk Construction	49,470	33,260	152,254	152,254	160,334	160,334
101-445 Drains At Large	68,805	29,347	109,921	116,845	120,117	120,117
101-450 Street Lighting	513,372	556,263	630,230	735,973	710,185	710,185
101-455 Weed Control	75,234	78,679	106,644	112,496	115,052	115,052
101-465 Ground Maintenance	388,587	398,342	505,346	462,229	479,196	479,196
101-567 Cemeteries	361,763	394,374	533,853	595,312	565,819	565,819
101-571 Tax Property Maintenance	183,022	135,374	229,478	169,251	193,110	193,110
101-572 Civic Affairs	104,066	102,689	142,987	149,913	164,667	164,667
101-701 Planning	229,084	234,145	272,477	244,044	414,369	414,369
101-728 Economic Development	126,214	126,160	200,500	385,000	175,000	175,000
101-752 Parks, Rec. & Grounds Admin.	349,274	331,044	347,158	360,441	381,864	381,864
101-758 Lt. Nixon Memorial Park	125,931	261,230	116,975	272,774	304,200	304,200
101-771 Parks and Facilities Maint.	914,804	1,140,252	1,169,290	1,370,637	1,190,799	1,190,799
101-776 City Center	0	0	0	65,835	160,020	160,020
101-803 Historical District	11,793	13,151	14,574	8,591	13,711	13,711
101-806 Diversity, Equity & Inclusion	293,616	308,880	409,181	485,535	467,190	467,190
101-965 Contributions to Other Funds	1,754,938	1,517,478	590,199	1,245,513	1,114,222	1,114,222
General Fund Total	30,912,766	32,256,761	34,518,353	36,057,001	37,483,028	37,483,028
102 Budget Stabilization Fund	43,804	81,677	30,000	72,000	50,000	50,000
Permanent Funds:						
151 Cemetery Perpetual Maintenance	46,196	110,393	25,000	25,000	25,000	25,000
155 Ella W. Sharp Endowment	24,418	36,699	20,550	33,500	32,500	32,500
160 Lloyd E. Mount Endowment	5,411	7,195	5,100	5,100	5,100	5,100

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Expense Summary for Fiscal Year 2025/26

		2022/23 Actual	2023/24 Actual	2024/25 Budget	2024/25 Projected	2025/26 Proposed	2025/26 Adopted
Special Revenue Funds :							
202	Major Street	18,481,145	9,255,636	14,911,260	12,280,455	22,399,852	22,399,852
203	Local Street	1,822,957	1,377,979	2,056,470	1,992,112	1,813,306	1,813,306
208	Ella W. Sharp Park Operating	1,022,266	1,047,783	1,051,718	1,185,611	1,206,031	1,206,031
213	Opioid Settlement Fund	0	89,000	62,739	0	50,000	50,000
218	Affordable Housing Development	678,325	983,904	1,658,800	1,266,196	1,840,146	1,840,146
234	HCDF MICH Grant	0	0	880,000	21,000	859,000	859,000
245	Public Improvement	1,501,298	1,244,620	1,335,840	1,530,960	2,011,884	2,011,884
246	Cortland St. Redevelopment Projects	499,582	1,350,571	1,621,212	2,395,240	293,503	293,503
249	Building Department	579,599	573,094	623,988	613,120	670,257	670,257
251	Housing Code Enforcement	1,131,293	993,334	1,500,661	1,394,854	1,571,885	1,571,885
252	Building Demolitions	219,398	397,556	393,000	513,085	3,170,210	3,170,210
265	Drug Law Enforcement	14,281	16,339	35,432	35,051	36,494	36,494
272	SAFER Grant	440,098	484,018	301,801	351,748	0	0
273	Project Safe Neighborhood Grant	93,347	140,654	277,871	100,199	126,680	126,680
275	Byrne JAG Grant	75,104	23,202	40,174	70,794	0	0
279	American Rescue Plan Act	94,223	12,555	75,000	5,000	5,000	5,000
280	Housing Stability	0	0	250,000	655,000	595,000	595,000
285	EPA Brownfield Assessment Grant	0	246,782	100,000	223,218	30,000	30,000
296	Recreation Activity	262,142	276,063	268,824	602,064	528,763	528,763
297	JPS Recreation Millage Program	671,801	723,065	911,550	836,785	1,111,131	1,111,131
Debt Service Funds :							
308	2020 Capital Imp. Bonds Debt Service	223,702	223,788	223,792	223,792	223,713	223,713
352	2017 MTF Bonds Debt Service	761,890	762,068	761,885	761,885	761,341	761,341
353	2024 MTF Bonds Debt Service	0	0	0	470,834	473,000	473,000
367	2021 City Hall Refunding Debt Service	729,581	739,720	763,691	763,691	786,355	786,355
385	2016 Capital Imp. Bonds Debt Service	144,087	145,569	145,743	145,743	146,632	146,632
386	2018 Capital Imp. Bonds Debt Service	1,410,000	1,419,000	1,400,250	1,400,250	1,405,250	1,405,250
389	2017 BRA TIF Refunding Debt Service	420,556	420,144	1,764,600	1,764,600	1,823,416	1,823,416
391	2021 BRA TIF Refunding Debt Service	772,512	791,838	38,593	38,593	38,593	38,593
394	2001 DDA TIF Debt Service	2,735,750	2,881,823	3,032,403	3,032,403	3,190,825	3,190,825
395	2019 DDA TIF Refunding Debt Service	209,573	208,365	207,157	207,157	205,949	205,949
Capital Projects Funds :							
401	Capital Projects	500,499	862,213	330,000	700,000	1,700,000	1,700,000
402	Water Equipment & Replacement	3,439,168	4,656,429	28,677,405	9,758,267	19,641,466	19,641,466
403	Lead Service Line Replacement	337,696	736,706	1,696,998	1,556,570	1,372,110	1,372,110
404	Sanitary Sewer Maintenance	323,386	304,019	673,281	608,528	462,407	462,407
405	Sanitary Sewer Replacement	631,349	815,386	6,214,142	4,313,268	5,909,958	5,909,958
406	Wastewater Equipment Replacement	2,032,935	7,031,745	13,304,666	3,832,083	687,653	687,653
407	2022 Sewer System Project Construction	1,480,938	5,184,425	2,492,187	4,788,856	0	0
409	2022 Water System Project Construction	382,020	2,205,578	9,710,899	4,493,598	7,071,428	7,071,428
410	2024 Water System Project Construction	0	0	0	2,501,009	2,545,763	2,545,763
426	2024 Mich. Transport. Fund Bonds Const. Fund	0	972,519	1,541,772	1,108,368	1,179,518	1,179,518
488	MLK Corridor Improvement Authority	144,654	851,045	3,832,100	2,374,928	1,735,250	1,735,250
489	Brownfield Redevelopment Authority	1,843,547	1,649,925	2,312,552	2,865,154	2,339,154	2,339,154
494	DDA Project	2,945,323	3,090,188	3,239,560	3,239,560	3,396,774	3,396,774
Enterprise Funds :							
514	Auto Parking System	291,146	252,675	282,147	277,911	280,491	280,491
518	Parking Assessment	325,859	562,315	387,051	398,509	452,046	452,046
519	Cooper/Francis Parking Decks	281,979	282,753	282,906	293,377	294,502	294,502
590	Sewer	10,088,096	15,569,757	26,884,143	15,625,919	12,240,694	12,240,694
591	Water	12,394,597	16,507,243	47,408,410	26,696,144	38,993,869	38,993,869

Attachment B

Expense Summary for Fiscal Year 2025/26

		2022/23 Actual	2023/24 Actual	2024/25 Budget	2024/25 Projected	2025/26 Proposed	2025/26 Adopted
Internal Service Funds :							
641	Public Works Administration	345,573	352,897	522,909	746,968	902,686	902,686
642	Engineering Administration	290,498	312,658	412,933	399,691	328,348	328,348
643	Local Site Remediation Revolving	22,500	0	200,000	200,000	20,000	20,000
661	Motor Pool & Garage	1,214,803	1,578,454	1,808,820	2,600,998	1,867,706	1,867,706
676	Workers' Compensation	454,472	19,794	255,075	229,832	254,889	254,889
677	Self-Insured Healthcare Fund	5,394,601	5,855,729	6,481,950	6,538,641	6,449,450	6,449,450
Trust & Agency Funds :							
703	County & School Tax Collection	28,499,998	30,221,700	28,860,000	32,150,000	34,150,000	34,150,000
731	Employees' Retirement System	3,922,696	4,474,763	4,225,000	4,400,000	4,300,000	4,300,000
732	Policemen's & Firemen's Pension	516,773	414,297	415,000	420,000	421,000	421,000
734	Policemen's & Firemen's Pension-345	6,612,817	6,344,643	6,240,000	5,710,000	6,210,000	6,210,000
736	Public Employee Health Care	8,548	31,142	30,000	32,000	33,000	33,000
Special Assessment Funds :							
852	Special Assessment Debt Service	161,288	161,160	162,008	162,008	161,788	161,788
895	Special Assessment	864,042	1,413,804	2,309,081	490,783	270,588	270,588

2025 Tax Rate Request (This form must be completed and submitted on or before September 30, 2025)

MILLAGE REQUEST REPORT TO COUNTY BOARD OF COMMISSIONERS

Carefully read the instructions on page 2.

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

County(ies) Where the Local Government Unit Levies Taxes Jackson County	2025 Taxable Value of ALL Properties in the Unit as of 05-27-2025 817,499,161
Local Government Unit Requesting Millage Levy City of Jackson	For LOCAL School Districts: 2025 Taxable Value excluding Principal Residence, Qualified Agricultural, Qualified Forest, Industrial Personal and Commercial Personal Properties.

This form must be completed for each unit of government for which a property tax is levied. Penalty for non-filing is provided under MCL Sec 211.119. The following tax rates have been authorized for levy on the 2025 tax roll.

(1) Source	(2) Purpose of Millage	(3) Date of Election	(4) Original Millage Authorized by Election Charter, etc.	(5) ** 2024 Millage Rate Permanently Reduced by MCL 211.34d "Headlee"	(6) 2025 Current Year "Headlee" Millage Reduction Fraction	(7) 2025 Millage Rate Permanently Reduced by MCL 211.34d "Headlee"	(8) Sec. 211.34 Truth in Assessing or Equalization Millage Rollback Fraction	(9) Maximum Allowable Millage Levy *	(10) Millage Requested to be Levied July 1	(11) Millage Requested to be Levied Dec. 1	(12) Expiration Date of Millage Authorized
Charter	Operating	Charter	7.0000	6.6828	.9953	6.6513	1.0000	6.6513	6.6513		N/A
Charter	PI Operating	Charter	2.0000	1.9092	.9953	1.9002	1.0000	1.9002	1.9002		N/A
Act 345	Pension	May-74	N/A	N/A	N/A	N/A	N/A	N/A	8.0250		N/A
City Hall	Debt	Sept-03	N/A	N/A	N/A	N/A	N/A	N/A	0.6835		Dec-26

Prepared by Jason Yoakam	Telephone Number (517) 788-4033	Title of Preparer Assessor	Date
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CERTIFICATION: As the representatives for the local government unit named above, we certify that these requested tax levy rates have been reduced, if necessary to comply with the state constitution (Article 9, Section 31), and that the requested levy rates have also been reduced, if necessary, to comply with MCL Sections 211.24e, 211.34 and, for LOCAL school districts which levy a Supplemental (Hold Harmless) Millage, 380.1211(3).

☒ Clerk	Signature	Print Name Andrea Muray	Date
☐ Secretary			
☒ Chairperson	Signature	Print Name Daniel J Mahoney	Date
☐ President			

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

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

Local School District Use Only. Complete if requesting millage to be levied. See STC Bulletin 2 of 2025 for instructions on completing this section.

Total School District Operating Rates to be Levied (HH/Supp and NH Oper ONLY)	Rate
For Principal Residence, Qualified Ag., Qualified Forest and Industrial Personal	
For Commercial Personal	
For all Other	

!!ATTENTION!!

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

JACKSON COUNTY

CHECK LIST FOR 2025 COUNTY APPORTIONMENT

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

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

- ☒ A Separate Truth-in-Taxation hearing is NOT necessary. Our Tax Authority complies
with Section 16 of the Uniform Budgeting and Accounting Act.
Enter date your public hearing to adopt your budget was held 5/13/2025
- ☐ Our Tax Authority is exempt from M.C.L. 211.24e because we levied 1 mill or less in
the concluding tax year for operating purposes
- ☐ Our Board of Commission or Council or Authority has met and adopted a resolution
proposing an additional operating millage rate and proposing a hearing date.
Enter date the said resolution was adopted _____
- ☐ Our Board of Commission or Council or Authority has published a hearing notice
containing the proposed additional millage rate and percentage increase in
operating revenue which would be generated from permitted ad valorem tax
levies at least 6 days before the hearing date.
Enter date hearing notice was published _____
- ☐ Our Board of Commission or Council or Authority held a Truth in Taxation public hearing
pursuant to the hearing notice.
Enter date of Truth in Taxation public hearing _____
- ☐ Our Board of Commission or Council or Authority has adopted a resolution adopting
additional operating millage which does not exceed that which appeared in the
hearing notice published at least 10 days earlier.
Enter date the said resolution was adopted _____

Taxing Jurisdiction (city, township, etc.)

Clerk or Secretary

Chairperson, President or Supervisor

Dated this _____ day of _____ 2025



MEMO TO: Mayor and City Councilmembers
FROM: Jonathan Greene, City Manager
DATE: May 27, 2025
SUBJECT: Ordinance -Nonunion Wage Table effective 7.1.2025

Recommendation:

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

Approve the first reading and advance to the second reading/final adoption, an ordinance regulating nonunion pay for City of Jackson Employees to increase wages 3.0% effective July 1, 2025.

Attached is the ordinance for approval to increase nonunion wages by 3.0% effective July 1, 2025. This increase was included in the proposed budget for fiscal year 2025/26.

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



DEPARTMENTAL REPORT

MEMO TO: Jonathan Greene, City Manager

FROM: Jonathan Greene, City Manager

DATE: May 27, 2025

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

ISSUE STATEMENT

A 3% wage increase is recommended to maintain competitive compensation, promote equity, and support workforce stability.

DESCRIBE THE CONSEQUENCES

If the city council fails to approve a nonunion wage increase, it risks losing valuable employees to better-paying jobs, lowering morale, and creating pay inequity between union and nonunion staff—undermining workforce stability and public service quality.

OWNERSHIP

The Personnel Department is responsible for recommending the increase because it oversees employee compensation, ensures pay equity across roles, monitors market competitiveness, and advises council on staffing needs to maintain effective city operations.

SOLUTION

The city has implemented a regular wage review schedule and a compensation policy tied to market data to ensure timely, fair adjustments.

FACILITATE IMPLEMENTATION

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

ATTACHMENTS

1. revised Agenda Packet 5.27.25 Nonunion_2025-07-01

MEMO TO: Mayor and City Councilmembers
FROM: Jonathan Greene, City Manager
DATE: May 12, 2025
SUBJECT: Approval of the 2025/2026 nonunion pay increase

Recommendation:

Approve the first reading and advance to the second reading/final adoption, an ordinance regulating nonunion pay for City of Jackson Employees to increase wages 3.0% effective July 1, 2025.

Attached is the ordinance for approval to increase nonunion wages by 3.0% effective July 1, 2025. This increase was included in the proposed budget for fiscal year 2025/26.

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

Ordinance No. _____

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

THE CITY OF JACKSON ORDAINS:

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

Section 2: As of July 1, 2025, Administrative and Supervisory Employees shall be compensated on the basis of the annual salary rates shown on the attached “Schedule I, Administrative and Supervisory Employee Pay Rates,” according to the employee's appropriate step rate within the Class Grade assigned the individual’s classification title under the Personnel Policy.

Section 3: Eligible employees must be actively employed by the City of Jackson thirty (30) days from the date of final adoption of this ordinance to be eligible for the new salary rate adjustment. The salary rate adjustments shall be retroactive to July 1, 2025.

Section 4: Repeal. Ordinance 517 is hereby repealed as of July 1, 2025.

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

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

Daniel Mahoney, Mayor

Andrea Muray, City Clerk

**ADMINISTRATIVE AND SUPERVISORY
EMPLOYEE PAY RATES**

Effective: 7/1/2025
Increase: 3.00% (inflationary rate)

PAY GRADE	PAY BASIS	STEP 1	STEP 1 1/2	STEP 2	STEP 3	STEP 4	STEP 5	STEP 6	STEP 7	STEP 8	STEP 9	STEP 10	STEP 11	STEP 12	STEP 13	STEP 14
ADMINISTRATIVE & TECHNICAL																
1	Annual	52,358	53,133	53,908	55,503	57,146	58,836	60,577	62,369	64,215	66,115	68,071				
	Bi-weekly	2,013.79	2,043.56	2,073.38	2,134.72	2,197.91	2,262.93	2,329.87	2,398.82	2,469.80	2,542.87	2,618.11				
	Hourly	25.1723	25.5445	25.9172	26.6841	27.4739	28.2866	29.1234	29.9852	30.8726	31.7859	32.7263				
2	Annual	54,976	55,790	56,603	58,278	60,002	61,778	63,605	65,487	67,425	69,420	71,474				
	Bi-weekly	2,114.47	2,145.75	2,177.04	2,241.45	2,307.78	2,376.07	2,446.36	2,518.73	2,593.27	2,670.02	2,749.01				
	Hourly	26.4308	26.8219	27.2130	28.0181	28.8472	29.7009	30.5795	31.4842	32.4159	33.3752	34.3626				
3	Annual	57,725	58,579	59,433	61,192	63,002	64,867	66,786	68,762	70,797	72,892	75,049				
	Bi-weekly	2,220.21	2,253.05	2,285.89	2,353.52	2,423.16	2,494.88	2,568.69	2,644.70	2,722.95	2,803.54	2,886.49				
	Hourly	27.7526	28.1631	28.5736	29.4190	30.2895	31.1860	32.1086	33.0587	34.0369	35.0442	36.0811				
SUPERVISORS & ADVANCED TECHNICAL																
4	Annual	61,177	62,023	62,869	64,609	66,396	68,233	70,121	72,062	74,056	76,105	78,211	80,375	82,599		
	Bi-weekly	2,352.95	2,385.50	2,418.06	2,484.96	2,553.70	2,624.36	2,696.98	2,771.60	2,848.30	2,927.13	3,008.12	3,091.36	3,176.89		
	Hourly	29.4119	29.8188	30.2257	31.0620	31.9212	32.8044	33.7122	34.6450	35.6038	36.5891	37.6015	38.6420	39.7111		
5	Annual	65,765	66,675	67,585	69,456	71,378	73,353	75,382	77,468	79,612	81,814	84,078	86,405	88,795		
	Bi-weekly	2,529.44	2,564.44	2,599.44	2,671.37	2,745.29	2,821.26	2,899.31	2,979.53	3,061.99	3,146.70	3,233.78	3,323.27	3,415.21		
	Hourly	31.6179	32.0555	32.4930	33.3921	34.3162	35.2658	36.2414	37.2441	38.2749	39.3338	40.4223	41.5409	42.6901		
6	Annual	70,697	71,675	72,653	74,663	76,729	78,851	81,034	83,275	85,580	87,948	90,382	92,883	95,453		
	Bi-weekly	2,719.11	2,756.73	2,794.35	2,871.66	2,951.10	3,032.75	3,116.68	3,202.90	3,291.53	3,382.61	3,476.23	3,572.41	3,671.26		
	Hourly	33.9889	34.4591	34.9293	35.8958	36.8888	37.9094	38.9585	40.0363	41.1442	42.2827	43.4528	44.6552	45.8907		
7	Annual	75,999	77,050	78,102	80,263	82,483	84,765	87,111	89,522	91,999	94,545	97,160	99,849	102,612		
	Bi-weekly	2,923.04	2,963.48	3,003.91	3,087.03	3,172.43	3,260.21	3,350.43	3,443.14	3,538.43	3,636.33	3,736.93	3,840.35	3,946.62		
	Hourly	36.5381	37.0435	37.5489	38.5879	39.6554	40.7526	41.8804	43.0393	44.2304	45.4542	46.7116	48.0043	49.3328		
8	Annual	81,701	82,831	83,961	86,285	88,672	91,125	93,646	96,237	98,901	101,637	104,449	107,340	110,310		
	Bi-weekly	3,142.33	3,185.79	3,229.29	3,318.65	3,410.47	3,504.82	3,601.78	3,701.44	3,803.87	3,909.13	4,017.28	4,128.46	4,242.70		
	Hourly	39.2792	39.8224	40.3661	41.4832	42.6309	43.8102	45.0223	46.2680	47.5484	48.8641	50.2160	51.6057	53.0337		
9	Annual	87,827	89,042	90,257	92,754	95,321	97,959	100,669	103,454	106,317	109,259	112,282	115,389	118,583		
	Bi-weekly	3,377.96	3,424.68	3,471.41	3,567.47	3,666.19	3,767.65	3,871.88	3,979.01	4,089.12	4,202.26	4,318.54	4,438.05	4,560.87		
	Hourly	42.2245	42.8085	43.3926	44.5934	45.8274	47.0956	48.3985	49.7376	51.1141	52.5283	53.9818	55.4756	57.0108		

PAY GRADE	PAY BASIS	STEP 1	STEP 1 1/2	STEP 2	STEP 3	STEP 4	STEP 5	STEP 6	STEP 7	STEP 8	STEP 9	STEP 10	STEP 11	STEP 12	STEP 13	STEP 14
DIRECTORS & SENIOR MANAGERS																
10	Annual	92,041	93,248	94,454	96,932	99,474	102,083	104,760	107,509	110,328	113,222	116,192	119,240	122,367	125,577	128,872
	Bi-weekly	3,540.03	3,586.46	3,632.86	3,728.15	3,825.93	3,926.28	4,029.25	4,134.95	4,243.39	4,354.69	4,468.93	4,586.15	4,706.43	4,829.90	4,956.60
	Hourly	44.2503	44.8308	45.4108	46.6019	47.8241	49.0785	50.3656	51.6869	53.0424	54.4336	55.8616	57.3269	58.8304	60.3738	61.9575
11	Annual	99,865	101,174	102,485	105,172	107,931	110,762	113,668	116,650	119,709	122,849	126,071	129,378	132,772	136,255	139,830
	Bi-weekly	3,840.96	3,891.32	3,941.72	4,045.10	4,151.21	4,260.10	4,371.84	4,486.53	4,604.20	4,724.98	4,848.89	4,976.08	5,106.62	5,240.58	5,378.06
	Hourly	48.0120	48.6415	49.2715	50.5637	51.8901	53.2512	54.6480	56.0816	57.5525	59.0622	60.6112	62.2010	63.8327	65.5073	67.2258
12	Annual	108,352	109,773	111,194	114,111	117,104	120,176	123,328	126,563	129,883	133,289	136,785	140,373	144,055	147,833	151,712
	Bi-weekly	4,167.38	4,222.03	4,276.68	4,388.88	4,504.01	4,622.17	4,743.40	4,867.81	4,995.48	5,126.51	5,260.96	5,398.97	5,540.58	5,685.90	5,835.06
	Hourly	52.0923	52.7754	53.4585	54.8609	56.3002	57.7772	59.2925	60.8476	62.4435	64.0813	65.7621	67.4872	69.2572	71.0737	72.9383
13	Annual	117,563	119,105	120,647	123,811	127,059	130,391	133,812	137,321	140,923	144,620	148,413	152,306	156,301	160,401	164,609
	Bi-weekly	4,521.66	4,580.96	4,640.27	4,761.98	4,886.88	5,015.05	5,146.60	5,281.59	5,420.13	5,562.31	5,708.20	5,857.93	6,011.59	6,169.28	6,331.10
	Hourly	56.5207	57.2620	58.0033	59.5248	61.0860	62.6881	64.3325	66.0199	67.7516	69.5288	71.3525	73.2242	75.1448	77.1160	79.1388
CM	Annual	159,280	161,369	163,458	167,745	172,144	176,659	181,294	186,049	190,929	195,937	201,076	206,351	211,764	217,319	223,019
	Bi-weekly	6,126.15	6,206.49	6,286.83	6,451.71	6,620.93	6,794.60	6,972.84	7,155.73	7,343.41	7,536.03	7,733.71	7,936.58	8,144.76	8,358.41	8,577.66
	Hourly	76.5769	77.5811	78.5854	80.6464	82.7616	84.9324	87.1605	89.4467	91.7926	94.2003	96.6714	99.2072	101.8095	104.4801	107.2207

DEPARTMENTAL REPORT

MEMO TO: Jonathan Greene, City Manager
FROM: Troy R. White, P.E., City Engineer
DATE: May 27, 2025

RECOMMENDATION: Approve the award of the contract for the MLK Equality Trail Extension on Mechanic Street from Detroit Street to Trail Street to Merlo Construction Company, Inc. of Milford, Michigan at a cost of \$298,052.00 and authorize the Mayor and City Clerk to execute the appropriate documents.

ISSUE STATEMENT

On May 13, 2025, bids were received for a project in-fill trail construction on the west side of Mechanic Street between Detroit Street and Trail Street. This segment comprises a portion of the MLK Equality Trail. The City of Jackson was awarded a Michigan Department of Transportation (MDOT) Shared Streets and Spaces Grant (SSSG) in the amount of \$200K for this project. The award of the construction contract will facilitate construction and the exercise grant funds.

DESCRIPTION OF CONSEQUENCES

The MLK Equality Trail spans from Weatherwax Drive (south of the City) to Monroe Street (on the north side of the City). To date, trail construction has been completed in stages between Weatherwax Drive and Martin Luther King Jr. Drive and between Armory Court and Monroe Street. The portion between Martin Luther King Jr. Drive and Armory Court remains to be constructed. In the unconstructed portion, trail users must either use sidewalks, use bike lanes or share the street with vehicles. The goal is to perform infill construction as funding becomes available to complete the remainder of the trail. The Shared Streets and Spaces Grant was obtained and the subject construction contract was let for this purpose.

The results for sealed bids that were opened on May 13, 2025 are shown in the table below.

Company	Bid	Over/Under Est	% of Est
Engineer's Estimate	\$ 279,621.61	\$ 0.00	100 %
Prime Construction & Excavation, LLC, Detroit, MI	\$ 297,868.50	+ \$ 18,246.89	107 %
Merlo Construction Company, Inc., Milford, MI	\$ 298,052.00	+ \$ 18,430.39	107 %
Bailey Excavating, Inc., Jackson, MI	\$ 361,980.08	+ \$ 82,358.47	129 %
Hoffman Bros., Inc., Battle Creek, MI	\$ 409,678.27	+ \$ 130,056.66	147 %
Fonson Company, Inc., Brighton, MI	\$ 498,020.68	+ \$ 218,399.07	178 %

Using the engineer's estimate, the funding for this construction contract will be as follows:

\$ 200,000.00	MDOT Shared Streets and Spaces Grant funds
+ \$ 79,621.61	City of Jackson Public Improvement funds
= \$ 279,621.61	Total

OWNERSHIP

The bids' costs and associated submittals were reviewed and scored in accordance with the Responsible Contractor Ordinance for the following categories:

- A Corporate Accountability
- B Workplace Safety
- C Workforce Development
- D Social Equity
- E Price

Company	A 25 max	B 25 max	C 15 max	D 10 max	E 25 max	Total 100 max
Prime Construction & Excavation, LLC	24	8	6	10	19	67
Merlo Construction Company, Inc.	24	16	7	8	18	73
Bailey Excavating, Inc.	25	17	10	10	10	72
Hoffman Bros., Inc.	25	5	5	9	13	57
Fonson Company, Inc.	25	11	10	7	13	66

SOLUTION

It is recommended that the contract be awarded to Merlo Construction Company, Inc. of Milford, Michigan as their bid cost is the marginally above the lowest bid (+\$183.50) and their Responsible Contractor scoring is the highest.

FACILITE IMPLEMENTATION

Approve the award of the contract for the MLK Equality Trail Extension on Mechanic Street from Detroit Street to Trail Street to Merlo Construction Company, Inc. of Milford, Michigan at a cost of \$298,052.00 and authorize the Mayor and City Clerk to execute the appropriate documents.

TRW/km

MEMO TO: Mayor and City Councilmembers
FROM: Jonathan Greene, City Manager
DATE: May 27, 2025
SUBJECT: **MLK Equality Trail Extension Contract Award**

Recommendation:

Approve the award of the contract for the MLK Equality Trail Extension on Mechanic Street from Detroit Street to Trail Street to Merlo Construction Company, Inc. of Milford, Michigan at a cost of \$298,052.00 and authorize the Mayor and City Clerk to execute the appropriate documents

Attached is a report and documentation from Troy White, City Engineer, regarding approval of the referenced contract award.

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

JG



MEMO TO: Mayor and City Councilmembers

FROM: Jonathan Greene, City Manager

DATE: May 27, 2025

SUBJECT: Donation of vacant property

Recommendation:

Accept the donation of vacant property at 225 W. Biddle Street (parcel # 4-047600000), 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.

Accept the donation of vacant property at 225 W. Biddle Street (parcel # 4-047600000).

Attached is a memorandum from Shane LaPorte, Director of the Community Development Department, requesting that City Council accept the donation of vacant property at 225 W. Biddle Street (parcel # 4-047600000). 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.

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: May 27, 2025

RECOMMENDATION: Accept the donation of vacant property at 225 W. Biddle Street (parcel # 4-047600000).

ISSUE STATEMENT

The Community Action Agency (CAA) would like to donate a vacant parcel of land to the City of Jackson for possible future development:

Land situated in the City of Jackson, County of Jackson, State of Michigan described as:

W 4 RDS OF LOT 1 & N ½ OF W 4 RDS OF LOT 2 AN EXT OF VILLAGE OF JACKSONBURG KNOWN AS MOODY'S EXT B8S R1W (W OF GREENWOOD AVE)

Commonly known as: 225 W. Biddle Street, Jackson, MI 49203
Tax Parcel No. 4-047600000

The current property owner would pay any outstanding fees or taxes owed on the Property prior to transfer as confirmed by the Office of City Assessor.

DESCRIBE THE CONSEQUENCES

The City of Jackson is facing a housing shortage, and is also a land-locked community. The strategic acquisition of parcels is a necessity to insure adequate locations for future development. The City of Jackson owns numerous parcels adjacent to the land in question, and it is in the best interest of the City to accept this donation.

OWNERSHIP

Staff from the Community Development Department are handling all processes/procedures related to land acquisition and development.

SOLUTION

City Council should approve the acquisition through donation of the lot in question, for potential future development. This acquisition represents a strategic decision aligned with the City's Master Plan, housing studies, and current residential and economic development goals.

FACILITATE IMPLEMENTATION

Accept the donation of vacant property at 225 W. Biddle Street (parcel # 4-047600000), 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.

ATTACHMENTS

1. 225 W. Biddle CAA QCD to City
2. PROPERTY DONATION AGREEMENT - 225 W Biddle - CAA

QUIT CLAIM DEED

Grantor, Community Action Agency, a Michigan nonprofit corporation, whose address is 1214 Greenwood Avenue, Jackson, Michigan, 49203 quit claims to **Grantee(s)**, the City of Jackson, a Michigan Municipal Corporation, whose address is 161 W. Michigan Avenue, Jackson, Michigan 49201, the following described the premises situated in the City of Jackson, County of Jackson, State of Michigan:

W 4 RDS OF LOT 1 & N ½ OF W 4 RDS OF LOT 2 AN EXT OF VILLAGE OF JACKSONBURG KNOWN AS MOODY’S EXT B8S R1W (W OF GREENWOOD AVE)

Commonly known as: 225 W. Biddle Street, Jackson, MI 49203
Tax Parcel No. 4-047600000

for the sum of ONE Dollar and 00/100 (\$1.00), subject to all easements, reservations and building and use restrictions of record.

This conveyance is exempt from transfer tax in accordance with MCL §207.526(a) and MCL §207.505(a).

Dated this _____ day of _____, 2025.

SIGNED BY:

GRANTOR:

COMMUNITY ACTION AGENCY

By: _____
Toby Berry
Its: Chief Executive Officer

STATE OF MICHIGAN)
) SS
COUNTY OF JACKSON)

The foregoing instrument was subscribed and sworn to before me this _____ day of _____, 2025, by Toby Berry, Executive Director of Community Action Agency, a Michigan nonprofit corporation, on behalf of the corporation.

Notary Public
_____, County, Michigan
My commission expires: _____

When recorded return to Grantee at: City of Jackson City Manager’s Office 161 W. Michigan Avenue Jackson, MI 49201	Send Subsequent Tax Bills to Grantee at: City of Jackson City Manager’s Office 161 W. Michigan Avenue Jackson, MI 49201	This instrument prepared without opinion by: Matthew M. Hagerty (P66015) City Attorney 161 W. Michigan Jackson, MI 49201
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**PROPERTY DONATION AGREEMENT BETWEEN
THE CITY OF JACKSON AND
COMMUNITY ACTION AGENCY**

RE: PROPOSED PROPERTY DONATION, PARCEL ID: 4-047600000 (vacant land)

The City of Jackson, a Michigan municipal corporation, whose address is 161 W. Michigan Avenue, Jackson, MI 49201 (“City”) and Community Action Agency, a Michigan nonprofit corporation, whose address is 1214 Greenwood Avenue, Jackson, Michigan, 49203 enter into this Property Donation Agreement (“Agreement”) on this ____ day of _____, 2025, to establish the terms and conditions under which the City will accept a donation of the following described property now owned by Community Action Agency to the City for its future use:

**Land situated in the City of Jackson, County of Jackson, State of Michigan
described as:**

**W 4 RDS OF LOT 1 & N ½ OF W 4 RDS OF LOT 2 AN EXT OF VILLAGE
OF JACKSONBURG KNOWN AS MOODY’S EXT B8S R1W (W OF
GREENWOOD AVE)**

Commonly known as: 225 W. Biddle Street, Jackson, MI 49203
Tax Parcel No. 4-047600000

1. The Property donation by Community Action Agency to the City shall be for \$1.00, via quit claim deed, subject to easement and restrictions of record. The quit claim deed shall be prepared by the City.
2. Community Action Agency shall pay any outstanding fees or taxes owed on the Property prior to transfer as confirmed by the Office of City Assessor, which shall be a condition of the City’s acceptance.
3. Community Action Agency shall execute and provide to the City for recording the quit claim deed for the Property within fifteen (15) days of the date of this Agreement.

UNDERSTOOD AND AGREED:

CITY OF JACKSON

COMMUNITY ACTION AGENCY

By: _____
Jonathan Greene

Toby Berry

Its: City Manager

Its: Chief Executive Officer

Date: _____

Date: _____



MEMO TO: Mayor and City Councilmembers
FROM: Jonathan Greene, City Manager
DATE: May 27, 2025
SUBJECT: Resolution - Water and Wastewater Rate

Recommendation:

Approval of Option #1 for the fiscal years 2025/26 and 2026/27 Water and Wastewater Rate Resolution.



DEPARTMENTAL REPORT

MEMO TO: Jonathan Greene, City Manager
FROM: Mike Osborn, Director of Public Works
DATE: May 27, 2025

RECOMMENDATION: Approval of Option #1 for the fiscal years 2025/26 and 2026/27 Water and Wastewater Rate Resolution.

ISSUE STATEMENT

The City of Jackson Water and Sewer System is requesting an increase in water and wastewater rates for the fiscal years 2025/2026 and 2026/2027. This recommendation is based on a detailed analysis conducted by Bendzinski & Co. Municipal Advisors, which evaluated the financial needs of the City's water and sewer systems and determined that Option #1 is the best path forward.

DESCRIBE THE CONSEQUENCES

The proposed rates are designed to ensure adequate funding for ongoing operations and maintenance, as well as for critical investments in treatment facilities, collection and distribution infrastructure, compliance with the Lead and Copper Rule, capital improvement projects, and to offset recent declines in billable volumes.

Failure to secure sufficient funding for the operation, maintenance, and improvements of these essential systems could result in service disruptions and pose risks to public health and safety. The primary source of revenue to support the water and sewer systems is user fees, which must be periodically adjusted to reflect rising operational costs, regulatory compliance obligations, and the need for infrastructure reinvestment.

As the City's water and sewer infrastructure continues to age, it is vital to prioritize maintenance and long-term capital improvements. Addressing the condition of the existing infrastructure is essential to ensure uninterrupted service delivery and to uphold system reliability for all users.

OWNERSHIP

At its regular meeting on May 27, 2025, the City Council will be presented with three rate adjustment options developed by Bendzinski & Co. These options were based on a comprehensive review of the water and

sewer enterprise funds, system performance, and the City’s long-range capital improvement plan. The options are summarized as follows, assuming use of 1,800 cubic feet/quarter:

Estimated Increase to the Typical City Homeowner's Quarterly Bill

	<u>Water</u>	<u>Wastewater</u>	<u>Quarterly Bill Increase*</u>
Option #1	\$ 15.00	\$ 18.00	\$ 33.00
Option #2	\$ 12.00	\$ 15.00	\$ 27.00
Option #3	\$ 9.00	\$ 12.00	\$ 21.00

Estimated Increase to a Typical City Homeowner's Monthly Bill

	<u>Water</u>	<u>Wastewater</u>	<u>Monthly Bill Increase*</u>
Option #1	\$ 5.00	\$ 6.00	\$ 11.00
Option #2	\$ 4.00	\$ 5.00	\$ 9.00
Option #3	\$ 3.00	\$ 4.00	\$ 7.00

*Assumes use of 1,800 cubic feet/quarter

By selecting Option #1, the City Council would take a significant step toward achieving a more financially sustainable, cash-neutral position for the water and sewer enterprise funds. This approach will better position the City to begin addressing the substantial capital improvement needs of both systems without compromising service quality or regulatory compliance.

SOLUTION

The recommendation is for the City Council to adopt Option #1, which provides the most financially responsible path forward. By implementing this option, the City will move toward a more sustainable, cash-neutral position in its water and sewer enterprise funds. This will ensure sufficient revenue is available to maintain operations, comply with regulatory requirements such as the Lead and Copper Rule, and begin funding critical infrastructure improvements, ultimately protecting public health and ensuring the continued delivery of safe, reliable services.

FACILITATE IMPLEMENTATION

Approval of Option #1 for the fiscal years 2025/26 and 2026/27 Water and Wastewater Rate Resolution. The new water and wastewater rates must be formally adopted by the City Council at the May 27, 2025, meeting to provide the necessary legal authorization and to enable timely communication with the public. Upon adoption, City staff will proceed with publishing the approved rate changes in accordance with the Charter of the City of Jackson, Chapter 27, Article IV, Sections 27-107 and 27-108, and Article VI, Section 27-186 of the City Code.

ATTACHMENTS

- 1. Water - Wastewater Rate Resolution
- 2. Option #1 Water-Wastewater Rate Schedule 2025-26 2026-27

3. Option #2 Water-Wastewater Rate Schedule 2025-26 2026-27
4. Option #3 Water-Wastewater Rate Schedule 2025-26 2026-27

RESOLUTION NO. 2025 __
WATER AND WASTEWATER
RATES AND CHARGES

BY CITY COUNCIL:

WHEREAS, the City of Jackson is committed to providing safe, reliable, and efficient water and wastewater services to its residents, businesses, and institutions; and

WHEREAS, the City conducted a comprehensive rate study and analysis of projected operating costs, capital improvements, debt obligations, and reserve requirements for the water and wastewater utility systems; and

WHEREAS, the City presented three rate structure options for the upcoming fiscal years 2025/26 and 2026/27, each considering financial sustainability, equity, and affordability; and

WHEREAS, after review and public input, Option [] has been determined to best balance the City's long-term infrastructure needs with the financial impact on residents and ratepayers; and

WHEREAS, the proposed rates under Option [] will provide adequate funding for system maintenance, upgrades, emergency preparedness, and regulatory compliance;

NOW, THEREFORE, BE IT RESOLVED on May 27, 2025, pursuant to the authority conferred upon it by the Charter of the City of Jackson, Chapter 27, Article IV, Sections 27-107 and 27-108 and Article VI, Section 27-186 of the City Code of Ordinances, as follows:

SECTION 1. ADOPTION OF WATER AND WASTEWATER RATES

The City Council hereby adopts Option [] which establishes the following water and wastewater rates, effective for all billings after June 30, 2025, and June 30, 2026, respectively:

See Attached EXHIBIT A Rate Schedules

SECTION 2. IMPLEMENTATION

The City Manager and Director of Public Works are hereby authorized and directed to take all steps necessary to implement the water and wastewater rates set forth in this Resolution and to notify all customers through publication at least once in a newspaper of general circulation within the city and no change in rates shall become effective until ten (10) days after such publication. City Code Sec. 27-107(a) and Sec. 27-108(a).

SECTION 3. EFFECTIVE DATE

This Resolution and the change in rates set forth herein shall become effective ten (10) days after publication.

PASSED AND ADOPTED by the City Council of the City of Jackson this 27th day of May, 2025, by the following vote:

AYES: _____
NAYS: _____
ABSENT: _____
ABSTAIN: _____

* * * *

State of Michigan)
County of Jackson) §
City of Jackson)

I, Andrea Muray, City Clerk in and for the City of Jackson, County and State aforesaid, do hereby certify that the foregoing is a true and complete copy of a resolution adopted by the Jackson City Council on the 27th day of May, 2025.

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

Andrea Muray, City Clerk

EXHIBIT A

RATE SCHEDULES

WATER & WASTEWATER RATE SCHEDULE OPTION #1

1. Utility bills for water and wastewater shall be based on quarterly and/or monthly meter readings and billed quarterly and/or monthly.

2.(a) For the purpose of reading meters and rendering bills for service the City Manager, shall divide the City into three districts of approximately equal size, plus a fourth district which includes commercial and industrial accounts. The reading, billing and due date of the four districts being as follows:

<u>District</u>	<u>Read & Billing</u>	<u>Due Date</u>	<u>Past Due & Final Notice</u>	<u>Non-Pay** Shut-off</u>
No. 1	January April July October	February 20 May 20 August 20 November 20	March June September December	April 7 July 7 October 7 January 7
No. 2	February May August November	March 20 June 20 September 20 December 20	April July October January	May 7 August 7 November 7 February 7
No. 3	March June September December	April 20 July 20 October 20 January 20	May August November February	June 7 September 7 December 7 March 7
No. 4	Monthly	Monthly	Monthly	Monthly **(60 days past due)

**Non-pay shutoffs will begin after the 6th day of the month or after the bill is thirty (30) days past due. (See paragraph 11 of this rate schedule)

Effective for all water and/or sewer billings after June 30, 2025

INSIDE THE CITY WATER RATES FOR
RESIDENTIAL, COMMERCIAL AND INDUSTRIAL USERS

3. City water service charges will be based on the following rate schedules:

a. Billing Charge:

All user classifications shall be subject to a billing charge for meter reading and bill processing. The user's billing charge is set forth as follows:

FY 2025/26	FY 2026/27
\$7.63 per bill	\$8.43 per bill

b. Readiness Charge:

All user classifications shall be subject to a readiness charge for recovering capital improvement costs. The user's readiness charge shall be based upon the meter size. Rates for each user classification are set forth as follows:

	Daily Charge	Daily Charge
Meter Size	FY 2025/26	FY 2026/27
5/8"	0.41140	0.45464
3/4"	0.61706	0.68191
1"	1.02844	1.13653
1 1/2"	2.05689	2.27307
2"	3.29103	3.63692
3"	6.17069	6.81923
3" Turbine	7.19913	7.95576
4"	10.28447	11.36537
4" Turbine	12.34137	13.63845
6"	20.56890	22.73069
6" Turbine	25.71114	28.41338
8"	32.91027	36.36914
10" Turbine	59.64987	65.91907

c. Commodity Charge:

All user classifications shall be subject to a commodity charge to cover the costs of distribution system operation and maintenance, and the replacement of equipment. The user's commodity charge will be based upon the volume of water used during the current billing period. The commodity rate is set forth as follows:

Commodity Rates	Water	Water
<i>(Rates shown per 100 cu.ft.)</i>	FY 2025/26	FY 2026/27
All Consumption	\$5.44	\$6.01

ANNUAL CHARGES FOR
UNMETERED FIRE LINE SERVICES

4. Automatic sprinkling system and/or other unmetered fire service connections for lines which are directly connected to the City water distribution system shall be subject to the following “ready-to-serve” charges:

Service Size	FY 2025/26	FY 2026/27
2" or smaller	56.71384	62.67446
4"	113.42769	125.34894
6"	226.83804	250.67872
8"	283.55192	313.35323
Over 8"	340.26576	376.02769

This service is available to metered water customers only.

OUTSIDE THE CITY WATER RATES

5. Persons, firms or corporations owning or occupying premises outside the City of Jackson which receive their water supply from the City water distribution system not otherwise covered by contract, shall be subject to double rates, except that:

- a. Charges as are required above for ready-to-serve fire sprinkler connections or other unmetered fire service connections shall be the same regardless of whether the property is inside or outside the City limits; and
- b. Single rate charges shall apply to any publicly owned facilities operated within a public park, a portion of which is within the City’s borders.

INSIDE THE CITY WASTEWATER RATES FOR
RESIDENTIAL, COMMERCIAL AND INDUSTRIAL USERS

6. City wastewater service charges shall be based upon the following schedules:

a. Billing Charge:

All user classifications shall be subject to a billing charge for meter reading and bill processing and other customer services. The user's billing charge is set forth as follows:

FY 2025/26	FY 2026/27
\$11.61 per bill	\$14.19 per bill

b. Readiness Charge:

All user classifications shall be subject to a readiness charge for recovering capital improvement costs. The user's readiness charge shall be based upon the meter size. Rates for each user classification are set forth as follows:

	FY 2025/26		FY 2026/27	
Meter Size	Daily Charge	OCDR*	Daily Charge	OCDR*
5/8"	0.10159	0.20324	0.12418	0.24844
3/4"	0.15243	0.30483	0.18633	0.37262
1"	0.25402	0.50805	0.31051	0.62104
1 1/2"	0.50805	1.01609	0.62104	1.24207
2"	0.81287	1.62576	0.99365	1.98733
3"	1.52418	3.04830	1.86316	3.72624
3" Turbine	1.77818	3.55636	2.17365	4.34729
4"	2.54026	5.08048	3.10521	6.21038
4" Turbine	3.04830	6.09660	3.72624	7.45248
6"	5.08048	10.16097	6.21038	12.42077
6" Turbine	6.35060	12.70122	7.76297	15.52597
8"	8.12877	16.25757	9.93661	19.87325
10" Turbine	14.73343	29.46688	18.01014	36.02031

*Outside City Double Rate

c. Commodity Charge:

All user classifications shall be subject to a commodity charge for recovering the costs of sewer system operation and maintenance, and replacement of equipment. The user's commodity charge shall be based on the volume of wastewater discharged during the current billing period.

Commodity Rates	Wastewater	Wastewater
<i>(Rates shown per 100 cu.ft.)</i>	FY 2025/26	FY 2026/27
All Consumption	\$3.34	\$4.08

EXTRA STRENGTH CHARGES FOR ALL CLASSES
INSIDE & OUTSIDE THE CITY

7. Extra strength charges apply to all users - residential, commercial and industrial. For recovering the cost of treating wastewater which is permitted for discharge into the City wastewater treatment facilities, but which has extra strength properties, a surcharge shall be assessed upon the user as follows for FY 2025/26 & FY 2026/27

- a. \$0.7000 per pound of Suspended Solids when Suspended Solids concentration is greater than 160 mg/l.
- b. \$0.1400 per pound of BOD₅ when the BOD₅ concentration is greater than 200 mg/l.
- c. \$0.1400 per pound of COD when the COD concentration is greater than 400 mg/l.
- d. \$0.2500 per pound of TKN when the TKN concentration is greater than 40 mg/l.
- e. \$0.2500 per pound of Ammonia-N when the Ammonia-N concentration is greater than 20 mg/l.
- f. \$5.0100 per pound of total Phosphorus when the total Phosphorus concentration is greater than 4.3 mg/l.

* If a user's discharge is surcharged for BOD₅, that user's discharge shall not at the same time be surcharged for COD.

** If a user's discharge is surcharged for Ammonia-N that user's discharge shall not at the same time be surcharged for TKN.

OUTSIDE THE CITY WASTEWATER RATES

8. Persons, firms or corporations owning or occupying premises outside the City of Jackson which discharge wastewater to the City wastewater treatment facilities, not otherwise covered by a service agreement, shall be subject to service charges as follows:

a. If the discharge passes through the City's wastewater collection system prior to treatment and the individual user has a City-read meter, the service charges shall be the same as the City service charges set forth in paragraphs 6 and 7 of this resolution, except that the readiness to serve charge, to cover the user's share of the debt service, shall be double that for City users.

b. If the discharge passes through the City's wastewater collection system and is unmetered, the service charges shall be determined by the following:

	<u>FY 2025/26</u>	<u>FY 2026/27</u>
Commodity Charge per		
*Facility Unit of:	\$89.52 per bill	\$109.43 per bill
Billing Charge of:	\$11.61 per bill	\$14.19 per bill

Plus double the City readiness charge for the equivalent size meter. (For unmetered accounts inside the City, the readiness charge will equal the City rate.)

* For purpose of this rate schedule, a “facility unit” means the amount of wastewater discharge from a residential dwelling. The City Manager may determine the number of facility units attributable to a service according to standard discharges from wastewater contributors therein.

OTHER CHARGES

9. Additional charges equal to the actual expense incurred by the City shall be billed to and paid by any user when it is necessary to collect and analyze wastewater samples discharged by the user, to remove or treat prohibited material discharged by the user, or to clean or repair wastewater facilities or any part thereof as a result of the user’s discharge.

10. All water and wastewater bills shall be subject to a late charge of 10 percent if payment is not received in the office of the City Treasurer on or before the due date thereof.

11. In case any person shall, for the space of thirty (30) days after its water and wastewater service bill has become due and payable, refuse or neglect to pay the same, it shall be the duty of the City Manager to cause the water and/or wastewater service to be discontinued. Service shall not be restored until all arrears in water and wastewater service charges are paid in full, together with Thirty Five and 00/100 Dollars (\$35.00) to cover expenses of office and/or field procedures associated with final notices for shutting off and/or turning on the water. The \$35.00 charge will also be assessed when the Department attempts but is unable to turn the water off after the account is 30 days in arrears. If the turn on is not during regular working hours, the cost will include both the Thirty Five and 00/100 (\$35.00) charge plus the charge for overtime calls made by the Water Department. All past due water and wastewater bills shall be collected as provided by law.

12. In the event the City adds an interest/late charge to any unpaid delinquent invoice for water and wastewater related services, it shall be added as an assessable cost when and if said invoice is placed on a special assessment roll by the City Clerk.

13. This rate schedule, upon its effective date, shall supersede and repeal all prior resolutions & schedules establishing or amending water and wastewater service charges to the extent each conflicts herewith.

* * * * *

BLACKMAN TOWNSHIP
Contract District Customer

Blackman water service charges will be based on the following rate schedules:

a. **Billing Charge:** (City rate x 160%) (60% forwarded to Blackman Township)

All user classifications shall be subject to a billing charge for meter reading and bill processing. The user's billing charge is set forth as follows:

FY 2025/26	FY 2026/27
\$12.21 per bill	\$13.49 per bill

b. **Readiness Charge:** (City rates x 160%) (60% forwarded to Blackman Township)

All user classifications shall be subject to a readiness charge for recovering capital improvement costs. The user's readiness charge shall be based upon the meter size. Rates for each user classification are set forth as follows:

	Daily Charge	Daily Charge
Meter Size	FY 2025/26	FY 2026/27
5/8"	0.65824	0.72742
3/4"	0.98730	1.09106
1"	1.64550	1.81845
1 1/2"	3.29102	3.63691
2"	5.26565	5.81907
3"	9.87310	10.91077
3" Turbine	11.51861	12.72922
4"	16.45515	18.18459
4" Turbine	19.74619	21.82152
6"	32.91024	36.36910
6" Turbine	41.13782	45.46141
8"	52.65643	58.19062
10" Turbine	95.43979	105.47051

c. **Commodity Charge:** (City rates x 125%)

All user classifications shall be subject to a commodity charge to cover the costs of distribution system operation and maintenance, and the replacement of equipment. The user's commodity charge will be based upon the volume of water used during the current billing period. The commodity rate is set forth as follows:

Commodity Rates	Water	Water
<i>(Rates shown per 100 cu.ft.)</i>	FY 2025/26	FY 2026/27
All Consumption	\$6.80	\$7.51

LEONI TOWNSHIP
Contract District Customer

Leoni water service charges will be based on the following rate schedules:

a. Billing Charge: (City rate x 175%)

All user classifications shall be subject to a billing charge for meter reading and bill processing. The user's billing charge is set forth as follows:

FY 2025/26	FY 2026/27
\$13.35 per bill	\$14.75 per bill

b. Readiness Charge: (City rates x 175%)

All user classifications shall be subject to a readiness charge for recovering capital improvement costs. The user's readiness charge shall be based upon the meter size. Rates for each user classification are set forth as follows:

	Daily Charge	Daily Charge
Meter Size	FY 2025/26	FY 2026/27
5/8"	0.71995	0.79562
3/4"	1.07986	1.19334
1"	1.79977	1.98893
1 1/2"	3.59956	3.97787
2"	5.75930	6.36461
3"	10.79871	11.93365
3" Turbine	12.59848	13.92258
4"	17.99782	19.88940
4" Turbine	21.59740	23.86729
6"	35.99558	39.77871
6" Turbine	44.99450	49.72342
8"	57.59297	63.64600
10" Turbine	104.38727	115.35837

c. Commodity Charge: (City rates x 175%)

All user classifications shall be subject to a commodity charge to cover the costs of distribution system operation and maintenance, and the replacement of equipment. The user's commodity charge will be based upon the volume of water used during the current billing period. The commodity rate is set forth as follows:

Commodity Rates	Water	Water
<i>(Rates shown per 100 cu.ft.)</i>	FY 2025/26	FY 2026/27
All Consumption	\$9.52	\$10.52

SUMMIT TOWNSHIP
Contract District Customer

Summit water service charges will be based on the following rate schedules:

a. Billing Charge: (Same as City rate)

All user classifications shall be subject to a billing charge for meter reading and bill processing. The user's billing charge is set forth as follows:

FY 2025/26	FY 2026/27
\$7.63 per bill	\$8.43 per bill

b. Readiness Charge: (Same as City rate)

All user classifications shall be subject to a readiness charge for recovering capital improvement costs. The user's readiness charge shall be based upon the meter size. Rates for each user classification are set forth as follows:

	Daily Charge	Daily Charge
Meter Size	FY 2025/26	FY 2026/27
5/8"	0.41140	0.45464
3/4"	0.61706	0.68191
1"	1.02844	1.13653
1 1/2"	2.05689	2.27307
2"	3.29103	3.63692
3"	6.17069	6.81923
3" Turbine	7.19913	7.95576
4"	10.28447	11.36537
4" Turbine	12.34137	13.63845
6"	20.56890	22.73069
6" Turbine	25.71114	28.41338
8"	32.91027	36.36914
10" Turbine	59.64987	65.91907

c. Commodity Charge: (City rates x 137.5%)

All user classifications shall be subject to a commodity charge to cover the costs of distribution system operation and maintenance, and the replacement of equipment. The user's commodity charge will be based upon the volume of water used during the current billing period. The commodity rate is set forth as follows:

Commodity Rates	Water	Water
<i>(Rates shown per 100 cu.ft.)</i>	FY 2025/26	FY 2026/27
All Consumption	\$7.48	\$8.26

OUTSIDE CITY WATER RATES FOR

RESIDENTIAL, COMMERCIAL AND INDUSTRIAL USERS

Effective for all water billings after June 30, 2025

As noted in paragraph 5 of this rate schedule, all users owning or occupying premises outside the City of Jackson whom receive their water supply from the City water distribution system, not otherwise covered by contract, shall be subject to double rates.

Outside City water rates will be based on the following rate schedules:

a. **Billing Charge:** (City rate x 200%)

All user classifications shall be subject to a billing charge for meter reading and bill processing. The user's billing charge is set forth as follows:

FY 2025/26	FY 2026/27
\$15.26 per bill	\$16.86 per bill

b. **Readiness Charge:** (City rates x 200%)

All user classifications shall be subject to a readiness charge for recovering capital improvement costs. The user's readiness charge shall be based upon the meter size. Rates for each user classification are set forth as follows:

	Daily Charge	Daily Charge
Meter Size	FY 2025/26	FY 2026/27
5/8"	0.82280	0.90928
3/4"	1.23412	1.36382
1"	2.05688	2.27306
1 1/2"	4.11378	4.54614
2"	6.58206	7.27384
3"	12.34138	13.63846
3" Turbine	14.39826	15.91152
4"	20.56894	22.73074
4" Turbine	24.68274	27.27690
6"	41.13780	45.46138
6" Turbine	51.42228	56.82676
8"	65.82054	72.73828
10" Turbine	119.29974	131.83814

c. **Commodity Charge:** (City rates x 200%)

All user classifications shall be subject to a commodity charge to cover the costs of distribution system operation and maintenance, and the replacement of equipment. The user's commodity charge will be based upon the volume of water used during the current billing period. The commodity rate is set forth as follows:

Commodity Rates	Water	Water
<i>(Rates shown per 100 cu.ft.)</i>	FY 2025/26	FY 2026/27
All Consumption	\$10.88	\$12.02

MICHIGAN DEPT. OF CORRECTIONS
Contract District Customer

Michigan Dept. of Corrections water service charges will be based on the following rate schedules:

a. Billing Charge: (City rate x 160%) (60% forwarded to Blackman Township)

All user classifications shall be subject to a billing charge for meter reading and bill processing. The user's billing charge is set forth as follows:

FY 2025/26	FY 2026/27
\$12.21 per bill	\$13.49 per bill

b. Readiness Charge: (City rates x 160%) (60% forwarded to Blackman Township)

All user classifications shall be subject to a readiness charge for recovering capital improvement costs. The user's readiness charge shall be based upon the meter size. Rates for each user classification are set forth as follows:

	Daily Charge	Daily Charge
Meter Size	FY 2025/26	FY 2026/27
5/8"	0.65824	0.72742
3/4"	0.98730	1.09106
1"	1.64550	1.81845
1 1/2"	3.29102	3.63691
2"	5.26565	5.81907
3"	9.87310	10.91077
3" Turbine	11.51861	12.72922
4"	16.45515	18.18459
4" Turbine	19.74619	21.82152
6"	32.91024	36.36910
6" Turbine	41.13782	45.46141
8"	52.65643	58.19062
10" Turbine	95.43979	105.47051

c. Commodity Charge: (City rates)

All user classifications shall be subject to a commodity charge to cover the costs of distribution system operation and maintenance, and the replacement of equipment. The user's commodity charge will be based upon the volume of water used during the current billing period. The commodity rate is set forth as follows:

Commodity Rates	Water	Water
<i>(Rates shown per 100 cu.ft.)</i>	FY 2025/26	FY 2026/27
All Consumption	\$5.44	\$6.01

WATER & WASTEWATER RATE SCHEDULE OPTION #2

1. Utility bills for water and wastewater shall be based on quarterly and/or monthly meter readings and billed quarterly and/or monthly.

2.(a) For the purpose of reading meters and rendering bills for service the City Manager, shall divide the City into three districts of approximately equal size, plus a fourth district which includes commercial and industrial accounts. The reading, billing and due date of the four districts being as follows:

<u>District</u>	<u>Read & Billing</u>	<u>Due Date</u>	<u>Past Due & Final Notice</u>	<u>Non-Pay** Shut-off</u>
No. 1	January April July October	February 20 May 20 August 20 November 20	March June September December	April 7 July 7 October 7 January 7
No. 2	February May August November	March 20 June 20 September 20 December 20	April July October January	May 7 August 7 November 7 February 7
No. 3	March June September December	April 20 July 20 October 20 January 20	May August November February	June 7 September 7 December 7 March 7
No. 4	Monthly	Monthly	Monthly	Monthly **(60 days past due)

**Non-pay shutoffs will begin after the 6th day of the month or after the bill is thirty (30) days past due. (See paragraph 11 of this rate schedule)

Effective for all water and/or sewer billings after June 30, 2025

INSIDE THE CITY WATER RATES FOR
RESIDENTIAL, COMMERCIAL AND INDUSTRIAL USERS

3. City water service charges will be based on the following rate schedules:

a. Billing Charge:

All user classifications shall be subject to a billing charge for meter reading and bill processing. The user's billing charge is set forth as follows:

FY 2025/26	FY 2026/27
\$7.47 per bill	\$8.11 per bill

b. Readiness Charge:

All user classifications shall be subject to a readiness charge for recovering capital improvement costs. The user's readiness charge shall be based upon the meter size. Rates for each user classification are set forth as follows:

	Daily Charge	Daily Charge
Meter Size	FY 2025/26	FY 2026/27
5/8"	0.40271	0.43726
3/4"	0.60403	0.65586
1"	1.00672	1.09310
1 1/2"	2.01345	2.18620
2"	3.22153	3.49794
3"	6.04039	6.55866
3" Turbine	7.04711	7.65175
4"	10.06729	10.93106
4" Turbine	12.08076	13.11729
6"	20.13456	21.86211
6" Turbine	25.16820	27.32763
8"	32.21531	34.97938
10" Turbine	58.39026	63.40014

c. Commodity Charge:

All user classifications shall be subject to a commodity charge to cover the costs of distribution system operation and maintenance, and the replacement of equipment. The user's commodity charge will be based upon the volume of water used during the current billing period. The commodity rate is set forth as follows:

Commodity Rates	Water	Water
<i>(Rates shown per 100 cu.ft.)</i>	FY 2025/26	FY 2026/27
All Consumption	\$5.33	\$5.79

ANNUAL CHARGES FOR
UNMETERED FIRE LINE SERVICES

4. Automatic sprinkling system and/or other unmetered fire service connections for lines which are directly connected to the City water distribution system shall be subject to the following “ready-to-serve” charges:

Service Size	FY 2025/26	FY 2026/27
2" or smaller	55.51623	60.27952
4"	111.03248	120.55907
6"	222.04798	241.09970
8"	277.56424	301.37925
Over 8"	333.08048	361.65879

This service is available to metered water customers only.

OUTSIDE THE CITY WATER RATES

5. Persons, firms or corporations owning or occupying premises outside the City of Jackson which receive their water supply from the City water distribution system not otherwise covered by contract, shall be subject to double rates, except that:

- a. Charges as are required above for ready-to-serve fire sprinkler connections or other unmetered fire service connections shall be the same regardless of whether the property is inside or outside the City limits; and
- b. Single rate charges shall apply to any publicly owned facilities operated within a public park, a portion of which is within the City’s borders.

INSIDE THE CITY WASTEWATER RATES FOR
RESIDENTIAL, COMMERCIAL AND INDUSTRIAL USERS

6. City wastewater service charges shall be based upon the following schedules:

a. Billing Charge:

All user classifications shall be subject to a billing charge for meter reading and bill processing and other customer services. The user's billing charge is set forth as follows:

FY 2025/26	FY 2026/27
\$11.18 per bill	\$13.33 per bill

b. Readiness Charge:

All user classifications shall be subject to a readiness charge for recovering capital improvement costs. The user's readiness charge shall be based upon the meter size. Rates for each user classification are set forth as follows:

	FY 2025/26		FY 2026/27	
Meter Size	Daily Charge	OCDR*	Daily Charge	OCDR*
5/8"	0.09783	0.19572	0.11665	0.23338
3/4"	0.14679	0.29355	0.17503	0.35003
1"	0.24462	0.48924	0.29168	0.58337
1 1/2"	0.48924	0.97848	0.58337	1.16674
2"	0.78278	1.56559	0.93339	1.86681
3"	1.46776	2.93547	1.75016	3.50025
3" Turbine	1.71236	3.42472	2.04182	4.08364
4"	2.44624	4.89244	2.91690	5.83375
4" Turbine	2.93547	5.87094	3.50025	7.00051
6"	4.89244	9.78487	5.83375	11.66748
6" Turbine	6.11554	12.23109	7.29217	14.58435
8"	7.82789	15.65582	9.33398	18.66800
10" Turbine	14.18809	28.37619	16.91788	33.83577

*Outside City Double Rate

c. Commodity Charge:

All user classifications shall be subject to a commodity charge for recovering the costs of sewer system operation and maintenance, and replacement of equipment. The user's commodity charge shall be based on the volume of wastewater discharged during the current billing period.

Commodity Rates	Wastewater	Wastewater
<i>(Rates shown per 100 cu.ft.)</i>	FY 2025/26	FY 2026/27
All Consumption	\$3.22	\$3.84

EXTRA STRENGTH CHARGES FOR ALL CLASSES
INSIDE & OUTSIDE THE CITY

7. Extra strength charges apply to all users - residential, commercial and industrial. For recovering the cost of treating wastewater which is permitted for discharge into the City wastewater treatment facilities, but which has extra strength properties, a surcharge shall be assessed upon the user as follows for FY 2025/26 & FY 2026/27

- a. \$0.7000 per pound of Suspended Solids when Suspended Solids concentration is greater than 160 mg/l.
- b. \$0.1400 per pound of BOD₅ when the BOD₅ concentration is greater than 200 mg/l.
- c. \$0.1400 per pound of COD when the COD concentration is greater than 400 mg/l.
- d. \$0.2500 per pound of TKN when the TKN concentration is greater than 40 mg/l.
- e. \$0.2500 per pound of Ammonia-N when the Ammonia-N concentration is greater than 20 mg/l.
- f. \$5.0100 per pound of total Phosphorus when the total Phosphorus concentration is greater than 4.3 mg/l.

* If a user's discharge is surcharged for BOD₅, that user's discharge shall not at the same time be surcharged for COD.

** If a user's discharge is surcharged for Ammonia-N that user's discharge shall not at the same time be surcharged for TKN.

OUTSIDE THE CITY WASTEWATER RATES

8. Persons, firms or corporations owning or occupying premises outside the City of Jackson which discharge wastewater to the City wastewater treatment facilities, not otherwise covered by a service agreement, shall be subject to service charges as follows:

a. If the discharge passes through the City's wastewater collection system prior to treatment and the individual user has a City-read meter, the service charges shall be the same as the City service charges set forth in paragraphs 6 and 7 of this resolution, except that the readiness to serve charge, to cover the user's share of the debt service, shall be double that for City users.

b. If the discharge passes through the City's wastewater collection system and is unmetered, the service charges shall be determined by the following:

	<u>FY 2025/26</u>	<u>FY 2026/27</u>
Commodity Charge per *Facility Unit of:	\$86.21 per bill	\$106.76 per bill
Billing Charge of:	\$11.18 per bill	\$13.33 per bill

Plus double the City readiness charge for the equivalent size meter. (For unmetered accounts inside the City, the readiness charge will equal the City rate.)

* For purpose of this rate schedule, a “facility unit” means the amount of wastewater discharge from a residential dwelling. The City Manager may determine the number of facility units attributable to a service according to standard discharges from wastewater contributors therein.

OTHER CHARGES

9. Additional charges equal to the actual expense incurred by the City shall be billed to and paid by any user when it is necessary to collect and analyze wastewater samples discharged by the user, to remove or treat prohibited material discharged by the user, or to clean or repair wastewater facilities or any part thereof as a result of the user’s discharge.

10. All water and wastewater bills shall be subject to a late charge of 10 percent if payment is not received in the office of the City Treasurer on or before the due date thereof.

11. In case any person shall, for the space of thirty (30) days after its water and wastewater service bill has become due and payable, refuse or neglect to pay the same, it shall be the duty of the City Manager to cause the water and/or wastewater service to be discontinued. Service shall not be restored until all arrears in water and wastewater service charges are paid in full, together with Thirty Five and 00/100 Dollars (\$35.00) to cover expenses of office and/or field procedures associated with final notices for shutting off and/or turning on the water. The \$35.00 charge will also be assessed when the Department attempts but is unable to turn the water off after the account is 30 days in arrears. If the turn on is not during regular working hours, the cost will include both the Thirty Five and 00/100 (\$35.00) charge plus the charge for overtime calls made by the Water Department. All past due water and wastewater bills shall be collected as provided by law.

12. In the event the City adds an interest/late charge to any unpaid delinquent invoice for water and wastewater related services, it shall be added as an assessable cost when and if said invoice is placed on a special assessment roll by the City Clerk.

13. This rate schedule, upon its effective date, shall supersede and repeal all prior resolutions & schedules establishing or amending water and wastewater service charges to the extent each conflicts herewith.

* * * * *

BLACKMAN TOWNSHIP
Contract District Customer

Blackman water service charges will be based on the following rate schedules:

a. **Billing Charge:** (City rate x 160%) (60% forwarded to Blackman Township)

All user classifications shall be subject to a billing charge for meter reading and bill processing. The user's billing charge is set forth as follows:

FY 2025/26	FY 2026/27
\$11.95 per bill	\$12.98 per bill

b. **Readiness Charge:** (City rates x 160%) (60% forwarded to Blackman Township)

All user classifications shall be subject to a readiness charge for recovering capital improvement costs. The user's readiness charge shall be based upon the meter size. Rates for each user classification are set forth as follows:

	Daily Charge	Daily Charge
Meter Size	FY 2025/26	FY 2026/27
5/8"	0.64434	0.69962
3/4"	0.96645	1.04938
1"	1.61075	1.74896
1 1/2"	3.22152	3.49792
2"	5.15445	5.59670
3"	9.66462	10.49386
3" Turbine	11.27538	12.24280
4"	16.10766	17.48970
4" Turbine	19.32922	20.98766
6"	32.21530	34.97938
6" Turbine	40.26912	43.72421
8"	51.54450	55.96701
10" Turbine	93.42442	101.44022

c. **Commodity Charge:** (City rates x 125%)

All user classifications shall be subject to a commodity charge to cover the costs of distribution system operation and maintenance, and the replacement of equipment. The user's commodity charge will be based upon the volume of water used during the current billing period. The commodity rate is set forth as follows:

Commodity Rates	Water	Water
<i>(Rates shown per 100 cu.ft.)</i>	FY 2025/26	FY 2026/27
All Consumption	\$6.66	\$7.24

LEONI TOWNSHIP
Contract District Customer

Leoni water service charges will be based on the following rate schedules:

a. Billing Charge: (City rate x 175%)

All user classifications shall be subject to a billing charge for meter reading and bill processing. The user's billing charge is set forth as follows:

FY 2025/26	FY 2026/27
\$13.07 per bill	\$14.19 per bill

b. Readiness Charge: (City rates x 175%)

All user classifications shall be subject to a readiness charge for recovering capital improvement costs. The user's readiness charge shall be based upon the meter size. Rates for each user classification are set forth as follows:

	Daily Charge	Daily Charge
Meter Size	FY 2025/26	FY 2026/27
5/8"	0.70474	0.76521
3/4"	1.05705	1.14776
1"	1.76176	1.91293
1 1/2"	3.52354	3.82585
2"	5.63768	6.12140
3"	10.57068	11.47766
3" Turbine	12.33244	13.39056
4"	17.61776	19.12936
4" Turbine	21.14133	22.95526
6"	35.23548	38.25869
6" Turbine	44.04435	47.82335
8"	56.37679	61.21392
10" Turbine	102.18296	110.95025

c. Commodity Charge: (City rates x 175%)

All user classifications shall be subject to a commodity charge to cover the costs of distribution system operation and maintenance, and the replacement of equipment. The user's commodity charge will be based upon the volume of water used during the current billing period. The commodity rate is set forth as follows:

Commodity Rates	Water	Water
<i>(Rates shown per 100 cu.ft.)</i>	FY 2025/26	FY 2026/27
All Consumption	\$9.33	\$10.13

SUMMIT TOWNSHIP
Contract District Customer

Summit water service charges will be based on the following rate schedules:

a. Billing Charge: (Same as City rate)

All user classifications shall be subject to a billing charge for meter reading and bill processing. The user's billing charge is set forth as follows:

FY 2025/26	FY 2026/27
\$7.47 per bill	\$8.11 per bill

b. Readiness Charge: (Same as City rate)

All user classifications shall be subject to a readiness charge for recovering capital improvement costs. The user's readiness charge shall be based upon the meter size. Rates for each user classification are set forth as follows:

	Daily Charge	Daily Charge
Meter Size	FY 2025/26	FY 2026/27
5/8"	0.40271	0.43726
3/4"	0.60403	0.65586
1"	1.00672	1.09310
1 1/2"	2.01345	2.18620
2"	3.22153	3.49794
3"	6.04039	6.55866
3" Turbine	7.04711	7.65175
4"	10.06729	10.93106
4" Turbine	12.08076	13.11729
6"	20.13456	21.86211
6" Turbine	25.16820	27.32763
8"	32.21531	34.97938
10" Turbine	58.39026	63.40014

c. Commodity Charge: (City rates x 137.5%)

All user classifications shall be subject to a commodity charge to cover the costs of distribution system operation and maintenance, and the replacement of equipment. The user's commodity charge will be based upon the volume of water used during the current billing period. The commodity rate is set forth as follows:

Commodity Rates	Water	Water
<i>(Rates shown per 100 cu.ft.)</i>	FY 2025/26	FY 2026/27
All Consumption	\$7.33	\$7.96

**OUTSIDE CITY WATER RATES FOR
RESIDENTIAL, COMMERCIAL AND INDUSTRIAL USERS**

As noted in paragraph 5 of this rate schedule, all users owning or occupying premises outside the City of Jackson whom receive their water supply from the City water distribution system, not otherwise covered by contract, shall be subject to double rates.

Outside City water rates will be based on the following rate schedules:

a. Billing Charge: (City rate x 200%)

All user classifications shall be subject to a billing charge for meter reading and bill processing. The user's billing charge is set forth as follows:

FY 2025/26	FY 2026/27
\$14.94 per bill	\$16.22 per bill

b. Readiness Charge: (City rates x 200%)

All user classifications shall be subject to a readiness charge for recovering capital improvement costs. The user's readiness charge shall be based upon the meter size. Rates for each user classification are set forth as follows:

	Daily Charge	Daily Charge
Meter Size	FY 2025/26	FY 2026/27
5/8"	0.80542	0.87452
3/4"	1.20806	1.31172
1"	2.01344	2.18620
1 1/2"	4.02690	4.37240
2"	6.44306	6.99588
3"	12.08078	13.11732
3" Turbine	14.09422	15.30350
4"	20.13458	21.86212
4" Turbine	24.16152	26.23458
6"	40.26912	43.72422
6" Turbine	50.33640	54.65526
8"	64.43062	69.95876
10" Turbine	116.78052	126.80028

c. Commodity Charge: (City rates x 200%)

All user classifications shall be subject to a commodity charge to cover the costs of distribution system operation and maintenance, and the replacement of equipment. The user's commodity charge will be based upon the volume of water used during the current billing period. The commodity rate is set forth as follows:

Commodity Rates	Water	Water
<i>(Rates shown per 100 cu.ft.)</i>	FY 2025/26	FY 2026/27
All Consumption	\$10.66	\$11.58

MICHIGAN DEPT. OF CORRECTIONS
Contract District Customer

Michigan Dept. of Corrections water service charges will be based on the following rate schedules:

a. Billing Charge: (City rate x 160%) (60% forwarded to Blackman Township)

All user classifications shall be subject to a billing charge for meter reading and bill processing. The user's billing charge is set forth as follows:

FY 2025/26	FY 2026/27
\$11.95 per bill	\$12.98 per bill

b. Readiness Charge: (City rates x 160%) (60% forwarded to Blackman Township)

All user classifications shall be subject to a readiness charge for recovering capital improvement costs. The user's readiness charge shall be based upon the meter size. Rates for each user classification are set forth as follows:

	Daily Charge	Daily Charge
Meter Size	FY 2025/26	FY 2026/27
5/8"	0.64434	0.69962
3/4"	0.96645	1.04938
1"	1.61075	1.74896
1 1/2"	3.22152	3.49792
2"	5.15445	5.59670
3"	9.66462	10.49386
3" Turbine	11.27538	12.24280
4"	16.10766	17.48970
4" Turbine	19.32922	20.98766
6"	32.21530	34.97938
6" Turbine	40.26912	43.72421
8"	51.54450	55.96701
10" Turbine	93.42442	101.44022

c. Commodity Charge: (City rates)

All user classifications shall be subject to a commodity charge to cover the costs of distribution system operation and maintenance, and the replacement of equipment. The user's commodity charge will be based upon the volume of water used during the current billing period. The commodity rate is set forth as follows:

Commodity Rates	Water	Water
<i>(Rates shown per 100 cu.ft.)</i>	FY 2025/26	FY 2026/27
All Consumption	\$5.33	\$5.79

WATER & WASTEWATER RATE SCHEDULE
OPTION #3

1. Utility bills for water and wastewater shall be based on quarterly and/or monthly meter readings and billed quarterly and/or monthly.

2.(a) For the purpose of reading meters and rendering bills for service the City Manager, shall divide the City into three districts of approximately equal size, plus a fourth district which includes commercial and industrial accounts. The reading, billing and due date of the four districts being as follows:

<u>District</u>	<u>Read & Billing</u>	<u>Due Date</u>	<u>Past Due & Final Notice</u>	<u>Non-Pay** Shut-off</u>
No. 1	January April July October	February 20 May 20 August 20 November 20	March June September December	April 7 July 7 October 7 January 7
No. 2	February May August November	March 20 June 20 September 20 December 20	April July October January	May 7 August 7 November 7 February 7
No. 3	March June September December	April 20 July 20 October 20 January 20	May August November February	June 7 September 7 December 7 March 7
No. 4	Monthly	Monthly	Monthly	Monthly **(60 days past due)

**Non-pay shutoffs will begin after the 6th day of the month or after the bill is thirty (30) days past due. (See paragraph 11 of this rate schedule)

Effective for all water and/or sewer billings after June 30, 2025

INSIDE THE CITY WATER RATES FOR
RESIDENTIAL, COMMERCIAL AND INDUSTRIAL USERS

3. City water service charges will be based on the following rate schedules:

a. Billing Charge:

All user classifications shall be subject to a billing charge for meter reading and bill processing. The user's billing charge is set forth as follows:

FY 2025/26	FY 2026/27
\$7.31 per bill	\$7.79 per bill

b. Readiness Charge:

All user classifications shall be subject to a readiness charge for recovering capital improvement costs. The user's readiness charge shall be based upon the meter size. Rates for each user classification are set forth as follows:

	Daily Charge	Daily Charge
Meter Size	FY 2025/26	FY 2026/27
5/8"	0.39406	0.41987
3/4"	0.59106	0.62977
1"	0.98510	1.04962
1 1/2"	1.97020	2.09925
2"	3.15233	3.35881
3"	5.91064	6.29779
3" Turbine	6.89573	7.34740
4"	9.85104	10.49628
4" Turbine	11.82125	12.59554
6"	19.70205	20.99253
6" Turbine	24.62757	26.24068
8"	31.52330	33.58808
10" Turbine	57.13599	60.87840

c. Commodity Charge:

All user classifications shall be subject to a commodity charge to cover the costs of distribution system operation and maintenance, and the replacement of equipment. The user's commodity charge will be based upon the volume of water used during the current billing period. The commodity rate is set forth as follows:

Commodity Rates	Water	Water
<i>(Rates shown per 100 cu.ft.)</i>	FY 2025/26	FY 2026/27
All Consumption	\$5.21	\$5.55

ANNUAL CHARGES FOR
UNMETERED FIRE LINE SERVICES

4. Automatic sprinkling system and/or other unmetered fire service connections for lines which are directly connected to the City water distribution system shall be subject to the following “ready-to-serve” charges:

Service Size	FY 2025/26	FY 2026/27
2" or smaller	54.32370	57.88190
4"	108.64741	115.76382
6"	217.27821	231.50993
8"	271.60194	289.39187
Over 8"	325.92564	347.27377

This service is available to metered water customers only.

OUTSIDE THE CITY WATER RATES

5. Persons, firms or corporations owning or occupying premises outside the City of Jackson which receive their water supply from the City water distribution system not otherwise covered by contract, shall be subject to double rates, except that:

- a. Charges as are required above for ready-to-serve fire sprinkler connections or other unmetered fire service connections shall be the same regardless of whether the property is inside or outside the City limits; and
- b. Single rate charges shall apply to any publicly owned facilities operated within a public park, a portion of which is within the City’s borders.

**INSIDE THE CITY WASTEWATER RATES FOR
RESIDENTIAL, COMMERCIAL AND INDUSTRIAL USERS**

6. City wastewater service charges shall be based upon the following rate schedules:

a. Billing Charge:

All user classifications shall be subject to a billing charge for meter reading and bill processing and other customer services. The user's billing charge is set forth as follows:

FY 2025/26	FY 2026/27
\$10.75 per bill	\$12.47 per bill

b. Readiness Charge:

All user classifications shall be subject to a readiness charge for recovering capital improvement costs. The user's readiness charge shall be based upon the meter size. Rates for each user classification are set forth as follows:

	FY 2025/26		FY 2026/27	
Meter Size	Daily Charge	OCDR*	Daily Charge	OCDR*
5/8"	0.09406	0.18816	0.10913	0.21830
3/4"	0.14112	0.28222	0.16373	0.32743
1"	0.23518	0.47036	0.27286	0.54571
1 1/2"	0.47036	0.94072	0.54571	1.09142
2"	0.75257	1.50516	0.87313	1.74629
3"	1.41111	2.82216	1.63717	3.27427
3" Turbine	1.64627	3.29253	1.91000	3.81999
4"	2.35182	4.70360	2.72858	5.45712
4" Turbine	2.82216	5.64434	3.27427	6.54856
6"	4.70360	9.40719	5.45712	10.91422
6" Turbine	5.87949	11.75900	6.82138	13.64279
8"	7.52575	15.05153	8.73138	17.46279
10" Turbine	13.64045	27.28092	15.82565	31.65132

*Outside City Double Rate

c. Commodity Charge:

All user classifications shall be subject to a commodity charge for recovering the costs of sewer system operation and maintenance, and replacement of equipment. The user's commodity charge shall be based on the volume of wastewater discharged during the current billing period.

Commodity Rates	Wastewater	Wastewater
<i>(Rates shown per 100 cu.ft.)</i>	FY 2025/26	FY 2026/27
All Consumption	\$3.10	\$3.60

EXTRA STRENGTH CHARGES FOR ALL CLASSES
INSIDE & OUTSIDE THE CITY

7. Extra strength charges apply to all users - residential, commercial and industrial. For recovering the cost of treating wastewater which is permitted for discharge into the City wastewater treatment facilities, but which has extra strength properties, a surcharge shall be assessed upon the user as follows for FY 2025/26 & FY 2026/27

- a. \$0.7000 per pound of Suspended Solids when Suspended Solids concentration is greater than 160 mg/l.
- b. \$0.1400 per pound of BOD₅ when the BOD₅ concentration is greater than 200 mg/l.
- c. \$0.1400 per pound of COD when the COD concentration is greater than 400 mg/l.
- d. \$0.2500 per pound of TKN when the TKN concentration is greater than 40 mg/l.
- e. \$0.2500 per pound of Ammonia-N when the Ammonia-N concentration is greater than 20 mg/l.
- f. \$5.0100 per pound of total Phosphorus when the total Phosphorus concentration is greater than 4.3 mg/l.

* If a user's discharge is surcharged for BOD₅, that user's discharge shall not at the same time be surcharged for COD.

** If a user's discharge is surcharged for Ammonia-N that user's discharge shall not at the same time be surcharged for TKN.

OUTSIDE THE CITY WASTEWATER RATES

8. Persons, firms or corporations owning or occupying premises outside the City of Jackson which discharge wastewater to the City wastewater treatment facilities, not otherwise covered by a service agreement, shall be subject to service charges as follows:

a. If the discharge passes through the City's wastewater collection system prior to treatment and the individual user has a City-read meter, the service charges shall be the same as the City service charges set forth in paragraphs 6 and 7 of this resolution, except that the readiness to serve charge, to cover the user's share of the debt service, shall be double that for City users.

b. If the discharge passes through the City's wastewater collection system and is unmetered, the service charges shall be determined by the following:

	<u>FY 2025/26</u>	<u>FY 2026/27</u>
Commodity Charge per *Facility Unit of:	\$82.88 per bill	\$96.16 per bill
Billing Charge of:	\$10.75 per bill	\$12.47 per bill

Plus double the City readiness charge for the equivalent size meter. (For unmetered accounts inside the City, the readiness charge will equal the City rate.)

* For purpose of this rate schedule, a “facility unit” means the amount of wastewater discharge from a residential dwelling. The City Manager may determine the number of facility units attributable to a service according to standard discharges from wastewater contributors therein.

OTHER CHARGES

9. Additional charges equal to the actual expense incurred by the City shall be billed to and paid by any user when it is necessary to collect and analyze wastewater samples discharged by the user, to remove or treat prohibited material discharged by the user, or to clean or repair wastewater facilities or any part thereof as a result of the user’s discharge.

10. All water and wastewater bills shall be subject to a late charge of 10 percent if payment is not received in the office of the City Treasurer on or before the due date thereof.

11. In case any person shall, for the space of thirty (30) days after its water and wastewater service bill has become due and payable, refuse or neglect to pay the same, it shall be the duty of the City Manager to cause the water and/or wastewater service to be discontinued. Service shall not be restored until all arrears in water and wastewater service charges are paid in full, together with Thirty Five and 00/100 Dollars (\$35.00) to cover expenses of office and/or field procedures associated with final notices for shutting off and/or turning on the water. The \$35.00 charge will also be assessed when the Department attempts but is unable to turn the water off after the account is 30 days in arrears. If the turn on is not during regular working hours, the cost will include both the Thirty Five and 00/100 (\$35.00) charge plus the charge for overtime calls made by the Water Department. All past due water and wastewater bills shall be collected as provided by law.

12. In the event the City adds an interest/late charge to any unpaid delinquent invoice for water and wastewater related services, it shall be added as an assessable cost when and if said invoice is placed on a special assessment roll by the City Clerk.

13. This rate schedule, upon its effective date, shall supersede and repeal all prior resolutions & schedules establishing or amending water and wastewater service charges to the extent each conflicts herewith.

* * * * *

BLACKMAN TOWNSHIP
Contract District Customer

Blackman water service charges will be based on the following rate schedules:

a. **Billing Charge: (City rate x 160%) (60% forwarded to Blackman Township)**

All user classifications shall be subject to a billing charge for meter reading and bill processing. The user's billing charge is set forth as follows:

FY 2025/26	FY 2026/27
\$11.70 per bill	\$12.46 per bill

b. **Readiness Charge: (City rates x 160%) (60% forwarded to Blackman Township)**

All user classifications shall be subject to a readiness charge for recovering capital improvement costs. The user's readiness charge shall be based upon the meter size. Rates for each user classification are set forth as follows:

	Daily Charge	Daily Charge
Meter Size	FY 2025/26	FY 2026/27
5/8"	0.63050	0.67179
3/4"	0.94570	1.00763
1"	1.57616	1.67939
1 1/2"	3.15232	3.35880
2"	5.04373	5.37410
3"	9.45702	10.07646
3" Turbine	11.03317	11.75584
4"	15.76166	16.79405
4" Turbine	18.91400	20.15286
6"	31.52328	33.58805
6" Turbine	39.40411	41.98509
8"	50.43728	53.74093
10" Turbine	91.41758	97.40544

c. **Commodity Charge: (City rates x 125%)**

All user classifications shall be subject to a commodity charge to cover the costs of distribution system operation and maintenance, and the replacement of equipment. The user's commodity charge will be based upon the volume of water used during the current billing period. The commodity rate is set forth as follows:

Commodity Rates	Water	Water
<i>(Rates shown per 100 cu.ft.)</i>	FY 2025/26	FY 2026/27
All Consumption	\$6.51	\$6.94

LEONI TOWNSHIP
Contract District Customer

Leoni water service charges will be based on the following rate schedules:

a. Billing Charge: (City rate x 175%)

All user classifications shall be subject to a billing charge for meter reading and bill processing. The user's billing charge is set forth as follows:

FY 2025/26	FY 2026/27
\$12.79 per bill	\$13.63 per bill

b. Readiness Charge: (City rates x 175%)

All user classifications shall be subject to a readiness charge for recovering capital improvement costs. The user's readiness charge shall be based upon the meter size. Rates for each user classification are set forth as follows:

	Daily Charge	Daily Charge
Meter Size	FY 2025/26	FY 2026/27
5/8"	0.68961	0.73477
3/4"	1.03436	1.10210
1"	1.72393	1.83684
1 1/2"	3.44785	3.67369
2"	5.51658	5.87792
3"	10.34362	11.02113
3" Turbine	12.06753	12.85795
4"	17.23932	18.36849
4" Turbine	20.68719	22.04220
6"	34.47859	36.73693
6" Turbine	43.09825	45.92119
8"	55.16578	58.77914
10" Turbine	99.98798	106.53720

c. Commodity Charge: (City rates x 175%)

All user classifications shall be subject to a commodity charge to cover the costs of distribution system operation and maintenance, and the replacement of equipment. The user's commodity charge will be based upon the volume of water used during the current billing period. The commodity rate is set forth as follows:

Commodity Rates	Water	Water
<i>(Rates shown per 100 cu.ft.)</i>	FY 2025/26	FY 2026/27
All Consumption	\$9.12	\$9.71

SUMMIT TOWNSHIP
Contract District Customer

Summit water service charges will be based on the following rate schedules:

a. Billing Charge: (Same as City rate)

All user classifications shall be subject to a billing charge for meter reading and bill processing. The user's billing charge is set forth as follows:

FY 2025/26	FY 2026/27
\$7.31 per bill	\$7.79 per bill

b. Readiness Charge: (Same as City rate)

All user classifications shall be subject to a readiness charge for recovering capital improvement costs. The user's readiness charge shall be based upon the meter size. Rates for each user classification are set forth as follows:

	Daily Charge	Daily Charge
Meter Size	FY 2025/26	FY 2026/27
5/8"	0.39406	0.41987
3/4"	0.59106	0.62977
1"	0.98510	1.04962
1 1/2"	1.97020	2.09925
2"	3.15233	3.35881
3"	5.91064	6.29779
3" Turbine	6.89573	7.34740
4"	9.85104	10.49628
4" Turbine	11.82125	12.59554
6"	19.70205	20.99253
6" Turbine	24.62757	26.24068
8"	31.52330	33.58808
10" Turbine	57.13599	60.87840

c. Commodity Charge: (City rates x 137.5%)

All user classifications shall be subject to a commodity charge to cover the costs of distribution system operation and maintenance, and the replacement of equipment. The user's commodity charge will be based upon the volume of water used during the current billing period. The commodity rate is set forth as follows:

Commodity Rates	Water	Water
<i>(Rates shown per 100 cu.ft.)</i>	FY 2025/26	FY 2026/27
All Consumption	\$7.16	\$7.63

**OUTSIDE CITY WATER RATES FOR
RESIDENTIAL, COMMERCIAL AND INDUSTRIAL USERS**

As noted in paragraph 5 of this rate schedule, all users owning or occupying premises outside the City of Jackson whom receive their water supply from the City water distribution system, not otherwise covered by contract, shall be subject to double rates.

Outside City water rates will be based on the following rate schedules:

a. **Billing Charge:** (City rate x 200%)

All user classifications shall be subject to a billing charge for meter reading and bill processing. The user's billing charge is set forth as follows:

FY 2025/26	FY 2026/27
\$14.62 per bill	\$15.58 per bill

b. **Readiness Charge:** (City rates x 200%)

All user classifications shall be subject to a readiness charge for recovering capital improvement costs. The user's readiness charge shall be based upon the meter size. Rates for each user classification are set forth as follows:

	Daily Charge	Daily Charge
Meter Size	FY 2025/26	FY 2026/27
5/8"	0.78812	0.83974
3/4"	1.18212	1.25954
1"	1.97020	2.09924
1 1/2"	3.94040	4.19850
2"	6.30466	6.71762
3"	11.82128	12.59558
3" Turbine	13.79146	14.69480
4"	19.70208	20.99256
4" Turbine	23.64250	25.19108
6"	39.40410	41.98506
6" Turbine	49.25514	52.48136
8"	63.04660	67.17616
10" Turbine	114.27198	121.75680

c. **Commodity Charge:** (City rates x 200%)

All user classifications shall be subject to a commodity charge to cover the costs of distribution system operation and maintenance, and the replacement of equipment. The user's commodity charge will be based upon the volume of water used during the current billing period. The commodity rate is set forth as follows:

Commodity Rates	Water	Water
<i>(Rates shown per 100 cu.ft.)</i>	FY 2025/26	FY 2026/27
All Consumption	\$10.42	\$11.10

MICHIGAN DEPT. OF CORRECTIONS
Contract District Customer

Michigan Dept. of Corrections water service charges will be based on the following rate schedules:

a. Billing Charge: (City rate x 160%) (60% forwarded to Blackman Township)

All user classifications shall be subject to a billing charge for meter reading and bill processing. The user's billing charge is set forth as follows:

FY 2025/26	FY 2026/27
\$11.70 per bill	\$12.46 per bill

b. Readiness Charge: (City rates x 160%) (60% forwarded to Blackman Township)

All user classifications shall be subject to a readiness charge for recovering capital improvement costs. The user's readiness charge shall be based upon the meter size. Rates for each user classification are set forth as follows:

	Daily Charge	Daily Charge
Meter Size	FY 2025/26	FY 2026/27
5/8"	0.63050	0.67179
3/4"	0.94570	1.00763
1"	1.57616	1.67939
1 1/2"	3.15232	3.35880
2"	5.04373	5.37410
3"	9.45702	10.07646
3" Turbine	11.03317	11.75584
4"	15.76166	16.79405
4" Turbine	18.91400	20.15286
6"	31.52328	33.58805
6" Turbine	39.40411	41.98509
8"	50.43728	53.74093
10" Turbine	91.41758	97.40544

c. Commodity Charge: (City rates)

All user classifications shall be subject to a commodity charge to cover the costs of distribution system operation and maintenance, and the replacement of equipment. The user's commodity charge will be based upon the volume of water used during the current billing period. The commodity rate is set forth as follows:

Commodity Rates	Water	Water
<i>(Rates shown per 100 cu.ft.)</i>	FY 2025/26	FY 2026/27
All Consumption	\$5.21	\$5.55



MEMO TO: Mayor and City Councilmembers

FROM: Jonathan Greene, City Manager

DATE: May 27, 2025

SUBJECT: Interagency Agreement Between the City of Jackson and Leoni Twp.

Recommendation:

Approve the interagency agreement between the City of Jackson and Leoni Township, for building inspection and plan review services, and allow the City Manager and City Attorney to make minor modifications as may be required.



DEPARTMENTAL REPORT

MEMO TO: Jonathan Greene, City Manager

FROM: Shane LaPorte, Director of Community Development

DATE: May 27, 2025

RECOMMENDATION: Approve the interagency agreement between the City of Jackson and Leoni Township, for building inspection and plan review services, and allow the City Manager and City Attorney to make minor modifications as may be required.

ISSUE STATEMENT

The Leoni Township Chief Building Official is retiring. Township officials began a search process to fill the CBO vacancy. The City of Jackson Chief Building Official, Brian Taylor interviewed with Leoni Township to provide building inspection and plan review services. Other Township Building Officials were also interviewed. Leoni Township Board of Trustees voted on May 13th at the Township Board meeting to enter into an interagency agreement with the City of Jackson, and to approve the interagency contract agreement.

DESCRIBE THE CONSEQUENCES

There is a shortage statewide for licensed building officials and trade inspectors. Leoni Township is in need of building and plan review services due to their current building official retirement. Building Department functions are an important role for communities in dealing with the health, safety and welfare of the built environment.

OWNERSHIP

The City will: Provide Qualified Building Code/Plan Review Inspectors – Ensure inspections and plan reviews are performed by properly trained and certified personnel. Maintain Inspection Records – Keep records of inspections and provide copies to the Township as requested. Coordinate with Township Officials – Work in collaboration with Township officials on enforcement and compliance matters. Conduct Fair and Impartial Inspections and Plan Reviews – Adhere to best practices in conducting inspections and plan reviews in a professional and unbiased manner.

SOLUTION

The City of Jackson has three highly qualified staff members that are licensed to perform building and plan review functions. Leoni Township can save money by contracting with the City

of Jackson for services and the City will benefit by strengthening the Building Division budget through payment for services provided.

FACILITATE IMPLEMENTATION

Approve the interagency agreement between the City of Jackson and Leoni Township, for building inspection and plan review services, and allow the City Manager and City Attorney to make minor modifications as may be required.

ATTACHMENTS

1. INTERAGENCY AGREEMENT FOR INSPECTION SERVICES 3.20.25

INTERAGENCY AGREEMENT
BETWEEN THE CITY OF JACKSON AND LEONI TOWNSHIP
FOR BUILDING INSPECTION AND PLAN REVIEW SERVICES

This Interagency Agreement (“Agreement”) is entered into by and between the **City of Jackson, Michigan**, a Michigan municipal corporation located at 161 W. Michigan Avenue, Jackson, MI 49201 (“City”), and **Leoni Township, Michigan**, a Michigan general law township located at 913 Fifth Street, Michigan Center, MI 49254 (“Township”), collectively referred to as the “Parties.”

This Agreement is made pursuant to the **Michigan Urban Cooperation Act, Act 7 of 1967, MCL 124.501 et seq.**, for the purpose of establishing an intergovernmental arrangement whereby the City will provide building inspection and plan review services within the jurisdiction of the Township.

1. Purpose

The purpose of this Agreement is to ensure the proper enforcement of building inspection standards and construction plan review in Leon Township by utilizing the expertise and resources of the City’s Community Development Department. The City agrees to perform building inspection, construction plan review and related services in the Township in accordance with applicable laws and regulations.

2. Scope of Services

Under this Agreement, the City shall provide the following services to the Township:

- a. **Building Inspections** – Conduct periodic building inspections for compliance with applicable Township housing codes, ordinances, and state laws.
- b. **Re-Inspections** – Perform follow-up inspections as necessary to verify compliance with cited violations.
- c. **Plan Review** – Conduct plan review for construction (new and rehabilitation) within the Township.
- d. **Reporting** – Provide the Township with regular reports summarizing inspection activities, plan review and compliance status.

3. Responsibilities of the Township

The Township agrees to:

- a. **Adopt and Maintain Building Code and Plan Review Regulations** – Ensure local ordinances support and authorize plan review and building code inspections.

- b. **Provide Support for Enforcement** – Assist with enforcement measures, including legal actions if necessary.
- c. **Notify Property Owners** – Inform property owners of the building code inspection requirements and coordinate scheduling.
- d. **Compensation** – Provide payment to the City for services rendered under the terms outlined in Section 6.

4. Responsibilities of the City

The City agrees to:

- a. **Provide Qualified Building Code/Plan Review Inspectors** – Ensure inspections and plan reviews are performed by properly trained and certified personnel.
- b. **Maintain Inspection Records** – Keep records of inspections and provide copies to the Township as requested.
- c. **Coordinate with Township Officials** – Work in collaboration with Township officials on enforcement and compliance matters.
- d. **Conduct Fair and Impartial Inspections and Plan Reviews** – Adhere to best practices in conducting inspections and plan reviews in a professional and unbiased manner.

5. Term and Termination

- a. **Term** – This Agreement shall commence on **May 1, 2025** and shall remain in effect for a period of unless terminated earlier.
- b. **Termination by Either Party** – Either Party may terminate this Agreement with **90 days** written notice to the other Party.
- c. **Termination for Cause** – If either Party fails to fulfill its obligations under this Agreement, the other Party may terminate with **14 days** written notice.

6. Compensation and Payment

- a. The Township shall compensate the City for services provided under this Agreement at the following rates:
 - **Building Inspection Fee:** \$70 per inspection
 - **Re-Inspection Fee:** \$70 per inspection
 - **Plan Review Fee:** \$35 per unit Residential

- **Plan Review Fee:** \$70 per hour (Commercial)
- **Monthly Stipend:** \$250 per month
- **Garage/Additions:** \$25

b. The City shall submit an invoice to the Township monthly for services rendered. Payment shall be made within **60 days** of receipt of the invoice.

7. Liability and Indemnification

- a. Each Party shall be responsible for its own acts, errors, or omissions and those of its officers, employees, and agents.
- b. The Township agrees to indemnify, defend, and hold harmless the City from any claims arising from Township ordinances, policies, or actions relating to rental inspections.
- c. The City agrees to indemnify, defend, and hold harmless the Township from any claims arising from the City's negligence in performing services under this Agreement.

8. Miscellaneous Provisions

- a. **Amendments** – This Agreement may only be amended in writing and signed by both Parties.
- b. **Governing Law** – This Agreement shall be governed by the laws of the State of Michigan.
- c. **Entire Agreement** – This Agreement constitutes the entire agreement between the Parties and supersedes any prior agreements or understandings.
- d. **Severability** – If any provision of this Agreement is found to be invalid or unenforceable, the remaining provisions shall remain in effect.

IN WITNESS WHEREOF, the Parties have executed this Agreement as of the dates set forth below.

CITY OF JACKSON, MICHIGAN

By: _____

Name: Jonathan Greene

Title: City Manager

Date: _____

LEONI TOWNSHIP, MICHIGAN

By: _____

Name: Howard Linnabary

Title: Township Supervisor

Date: _____



MEMO TO: Mayor and City Councilmembers
FROM: Jonathan Greene, City Manager
DATE: May 27, 2025
SUBJECT: The sale of 1206 Deyo Street, PIN # 6-040600000.

Recommendation:

Approve the sale of 1206 Deyo Street, PIN # 6-040600000 to Adnan Baghal Investment LLC, located at 205 Page Ave, Jackson, MI. 49201. for two thousand dollars (\$2,000). Allow the City Manager and City Attorney to initiate the sales and development agreement consistent with City policies.



DEPARTMENTAL REPORT

MEMO TO: Jonathan Greene, City Manager
FROM: Shane LaPorte, Director of Community Development
DATE: May 27, 2025

RECOMMENDATION: Approve the sale of 1206 Deyo Street, PIN # 6-040600000 to Adnan Baghal Investment LLC, located at 205 Page Ave, Jackson, MI. 49201. for two thousand dollars (\$2,000). Allow the City Manager and City Attorney to initiate the sales and development agreement consistent with City policies.

ISSUE STATEMENT

Jackson Cardiology Consultant submitted a request to purchase City-owned vacant property located at 1206 Deyo Street for two thousand dollars (\$2,000), with the goal of expanding their current office and upgrading the parking lot.

DESCRIBE THE CONSEQUENCES

Adnan Baghal Investments, LLC, which owns 205 Page ave, has the need for an expansion of their building which houses Jackson Cardiology Consultants. This doctor group has been in business at this site for many years. Due to an increase in the number of patients, the building needs expansion and the parking lot will also have many improvements. If this sale does not occur, the Jackson Cardiology Consultants may have to look for another building that would accommodate the number of patients.

OWNERSHIP

Preliminary work was done by City Staff to ensure the success of this project. The closing of a city alley has occurred. Zoning Approval has been conducted. The developer has secured a contract with Architect.

SOLUTION

City staff has thoroughly analyzed the best use for this piece of City property and have determined that an expansion of the doctor's office would most benefit the community.

FACILITATE IMPLEMENTATION

Approve the sale of 1206 Deyo Street

ATTACHMENTS

1. SIGNED OFFER 1206 DEYO
2. Letter of Intent and Preliminary Sit Plan

Submit completed Property
Requests forms to:
lotsales@cityofjackson.org
or
14th Floor -City Hall
161 W. Michigan Ave
Jackson, MI 49203

JACKSON

Founded 1829

Offer to Purchase City of Jackson Owned Property

I, Adnan Baghal Investments, LLC

(Name or Names as desired on deed),

205 Page Ave, Jackson, MI 49201

Address, City State

517-787-3577 or 313-670-9376

Telephone Number

I am submitting an offer to purchase City-owned property located at:

1206 Deyo St. Jackson, MI 49201

(Address)

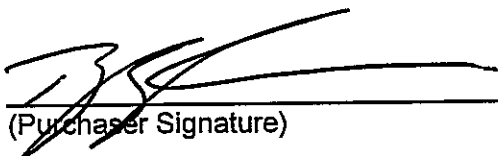
_____, hereinafter "Property"
(Assessor's Stencil Number)

for the sum of \$ 2,000.00 cash.

If approved I intend to use the property for: Expanding Jackson Cardiology Consultants

Expanding Jackson Cardiology Consultants

Disclaimers and Limitations. Notwithstanding anything to the contrary herein contained, Purchaser expressly understands, acknowledges and agrees that the conveyance of the Property shall be made by Seller to Purchaser on an "as is, where is" basis, and with all faults, including fire damage, the environmental condition of the Property, and Purchaser acknowledges that Purchaser has agreed to buy the Property in its present condition and that Purchaser is relying solely on its own examination and inspections of the Property and not on any statements or representations made by Seller or any agents or representatives of Seller. Additionally, Purchaser hereby acknowledges that Seller makes no warranty or representation, express or implied, or arising by operation of law, including, but in no way limited to, any warranty of condition, habitability, merchantability, or fitness for a particular purpose of the Property or any portion thereof, or with respect to the economical, functional, environmental or physical condition, or any other aspect, of the Property, including Seller's title to the Property. Seller hereby specifically disclaims any warranty, guaranty or representation, oral or written, past, present or future, of, as to, or concerning: (i) the nature and condition of the Property or any part thereof, including, but not limited to, its water, soil, or geology, or the suitability thereof for any and all activities and uses which Purchaser may elect to conduct thereon, or any improvements Purchaser may elect to construct thereon, or any income to be derived therefrom, or any expenses to be incurred with respect thereto, or any obligations or any other matter or thing relating to or affecting the same; (ii) the absence of asbestos or any environmentally hazardous substances on, in or under the Property or on, in or under any property adjacent to or abutting the Property; (iii) the manner of construction or condition or state of repair or lack of repair of any improvements; (iv) the nature or extent of any easement, restrictive covenant, right-of-way, lease, possession, lien, encumbrance, license, reservation, condition or other similar matter pertaining to the Property, or portion thereof; and (v) the compliance of the Property or the operation of the Property or portion thereof with any laws, rules, ordinances or regulations of any government or other body. Purchaser hereby absolutely waives any right, claim or cause of action which Purchaser may have against Seller with respect to the environmental conditions existing at the Property on the date of closing. By way of example only and not by way of limitation of the foregoing, Seller does not warrant either clear title to the Property, or that Purchaser will be able to obtain title insurance to the Property. Nor shall Purchaser be allowed to return Property because of defect in title. Purchaser shall indemnify, defend and save Seller harmless from and against any and all claims, liability, costs, damages or losses from personal injury, including death, or property damage of any nature, resulting or arising from the sale of the Property. The provisions of this paragraph shall survive the execution and delivery of the deed by Seller and the closing of the transaction contemplated by this agreement.


(Purchaser Signature)

(Purchaser Signature)

Tareq Baghal

01/08/2025

Prepared Under the Supervision of Matthew Hagerty City
Attorney Revised: July 9 2020

JACKSON **CARDIOLOGY**
CONSULTANTS

Tareq Baghal MD FACC

Hussein Othman MD FACC

Sayf Altabaqchali MD

205 Page Ave

Jackson, MI 49201

214 West Ave.

Jackson, MI 49203

April 25, 2025

To: The City of Jackson

Subject: Proposal for purchase of 1206 Deyo St., Jackson, MI 49201

Dear Officials,

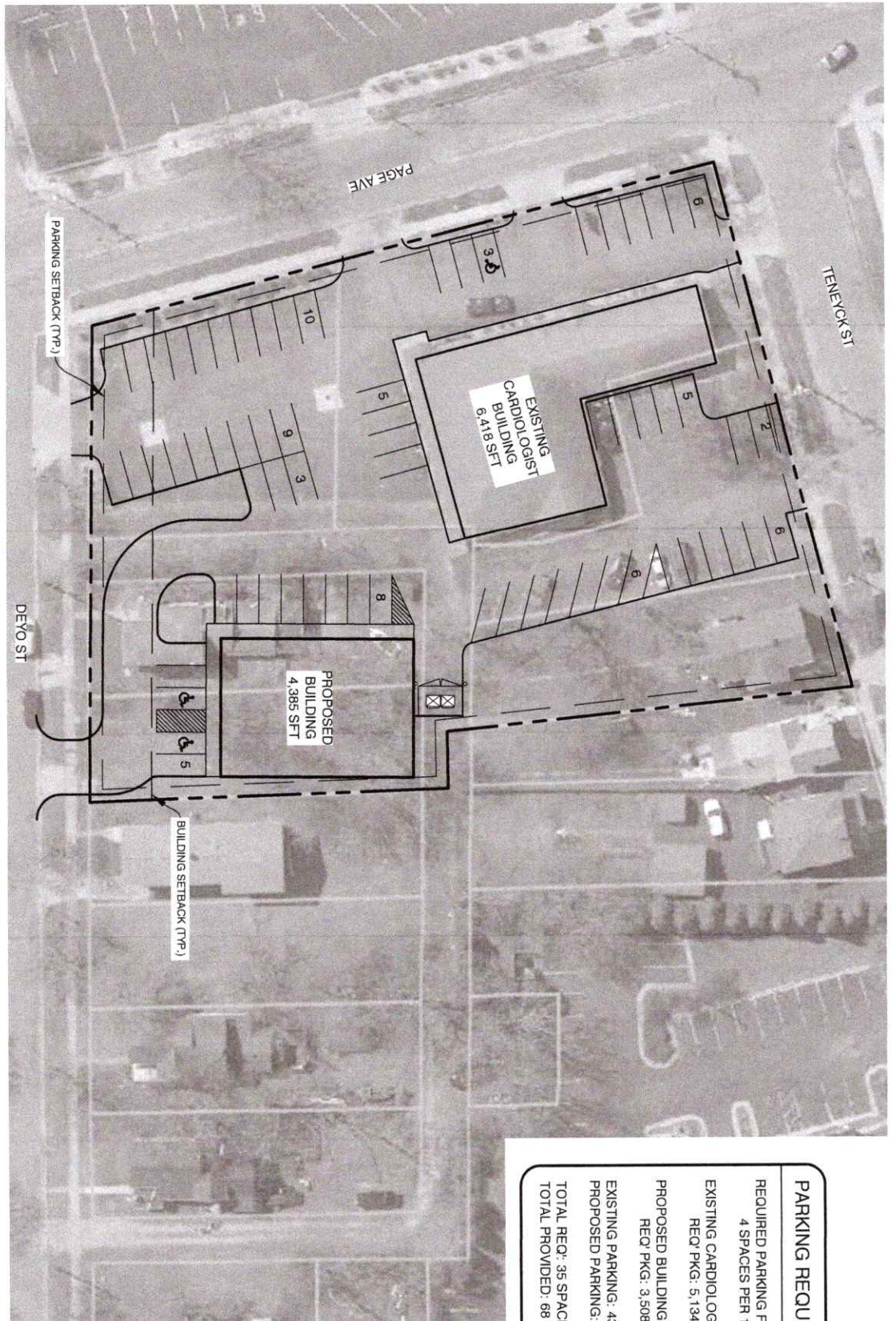
I am Tareq Baghal, M.D. the owner of Jackson Cardiology Consultants at 205 Page Ave., Jackson, MI 49201. I would like to purchase the property located at 1206 Deyo St., Jackson, MI 49201 for the purposes of expanding my cardiology and medical practice to help better serve the Jackson area community. I have attached a copy of the proposed site plan from AR Engineering. I would like to start construction within the next year. I have previously submitted an offer for purchase of 1206 Deyo to Shane LaPorte and Lisa Moutinho on 01/10/2025. Thank you for considering my offer. I look forward to working with the city of

Jackson to complete this exciting project. If you have any questions, please feel free to contact me at (313) 670-9376 by phone or email at drtbaghal@gmail.com. You may also contact my project coordinator, Kristy Watkins at (517) 414-3882 by phone or email at kwatkins@jacksoncardiocons.com.

Sincerely,

A handwritten signature in black ink, appearing to read 'T. Baghal', with a long horizontal flourish extending to the right.

Tareq A. Baghal, M.D., FACC, FSCAI



PARKING REQUIREMENTS

REQUIRED PARKING FOR MEDICAL OFFICE:

4 SPACES PER 1,000 SQUARE FEET OF UFA

EXISTING CARDIOLOGY BUILDING: 5,134 SFT (UFA)

REQ' PKG: 5,134 / 1,000 * 4 = 21 SPACES

PROPOSED BUILDING: 3,508 SFT (UFA)

REQ' PKG: 3,508 / 1,000 * 4 = 14 SPACES

EXISTING PARKING: 43 SPACES

PROPOSED PARKING: 25 SPACES

TOTAL REQ: 35 SPACES

TOTAL PROVIDED: 68 SPACES