



**AGENDA - CITY COUNCIL**

Tuesday, February 10, 2026

6:30 PM

**1. CALL TO ORDER.**

**2. PLEDGE OF ALLEGIANCE.**

A. Invocation to be given by Third Ward Councilmember Angelita Gunn.

**3. ROLL CALL.**

**4. ADOPTION OF AGENDA.**

**5. PRESENTATIONS/PROCLAMATIONS.**

A. City Center Update  
- Kelli Hoover, Director of Parks, Recreation & Cemeteries

**6. PUBLIC HEARINGS.**

**7. CITIZEN COMMENTS.**

(3-Minute Limit)

**8. CONSENT CALENDAR.**

Consent Action

A. Minutes - Regular Meeting of the Jackson City Council on January 27, 2026

*Approve the proposed meeting minutes from the Regular Meeting of the Jackson City Council on January 27, 2026*

B. Special Event Application: 4th Annual Jackson YMCA Shamrock Shuffle

*Approve a request from the Jackson YMCA to host the 4th Annual Jackson*

*YMCA Shamrock Shuffle on March 14, 2026, in downtown Jackson.*

**9. OTHER BUSINESS.**

**10. NEW BUSINESS.**

A. Contract Award — City of Jackson Master Plan

*Approve a contract with Planning Next for the creation of the City of Jackson’s Master Plan, for the total amount of \$149,000; authorize the City Manager and City Attorney to create the appropriate documents and make minor modifications as needed; and further authorize the City Manager to execute the documents necessary to complete this agreement.*

*Approve a contract with Planning Next for the creation of the City of Jackson’s Master Plan, for the total amount of \$149,000; authorize the City Manager and City Attorney to create the appropriate documents and make minor modifications as needed; and further authorize the City Manager to execute the documents necessary to complete this agreement.*

B. Contract Amendment — 2023 DWSRF Construction Administration Services Professional Services Contract

*Approve Amendment 2 to the Fiscal Year 2023 DWSRF Construction Administration Services professional services contract with Fishbeck, Inc. of Grand Rapids, Michigan in the amount of \$885,000.00, and authorization for the City Manager and City Engineer to sign the appropriate document.*

C. Grant — FY 26/27 Community Development Block Grant (CDBG) and HOME Investment Partnerships (HOME) Projects

*Approve staff’s recommendation for Fiscal Year 2026 – 2027 Community Development Block Grant (CDBG) and HOME Investment Partnerships (HOME) Projects and preliminary funding levels.*

*Identify Community Development Block Grant (CDBG) and HOME Investment Partnerships (HOME) Projects for Fiscal Year 2026 – 2027 and Establish Preliminary Funding Allocations for those Projects*

D. Community Partnership — Rx Kids Program

*Support the Rx Kids Program with an annual contribution for 3 years.*

**11. CITY COUNCILMEMBER'S COMMENTS.**

**12. CITY MANAGER'S COMMENTS.**

**13. ADJOURNMENT.**



# CITYCENTER



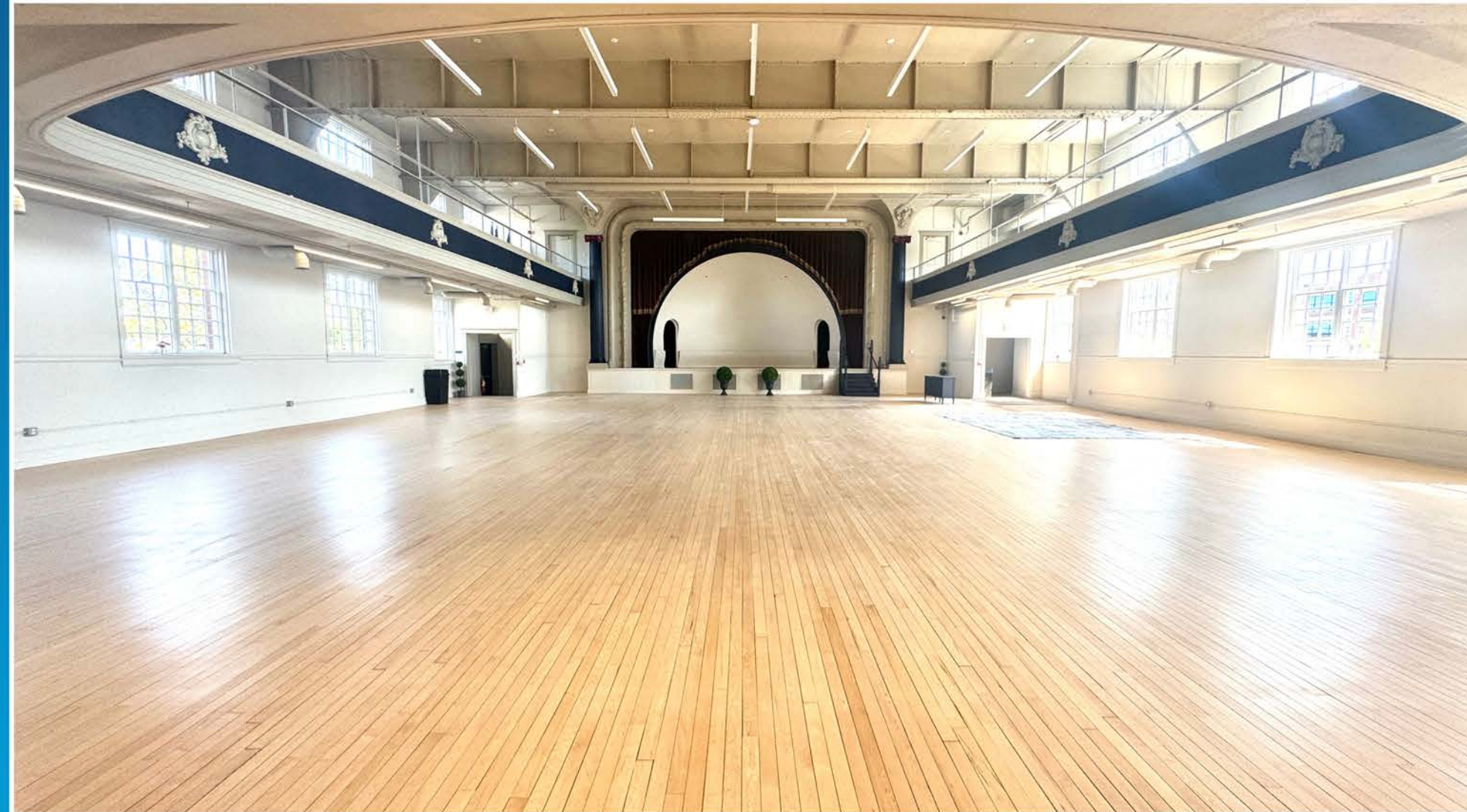
**145 W. CORTLAND**



# CITY CENTER VENUE RENTAL

## A RESTORED COMMUNITY SPACE

- Historic City Center event spaces
- Ballroom capacity: 180
- Two additional rooms
- Bonus second-floor room with natural light



# HOW THE VENUE IS BEING USED



**SINCE LAUNCHING  
IN SEPTEMBER  
12 RESERVATIONS  
3 PHOTO SHOOTS**

## IDEAL FOR:

- Weddings
- Celebrations
- Business gatherings
- Photo sessions
- Other small or large events



# COMMUNITY IMPACT & WHAT'S AHEAD

- Draws people downtown
- Supports local businesses
- Spring bookings underway
- Table & chair rentals available this spring
- Expanding rental reach and staffing for facility

## COMING THIS SPRING

### 6 RESERVATIONS

- Community Events
- Graduation Parties
- Anniversary Party and more!





# CITY CENTER COMMERCIAL KITCHEN

## PURPOSE & OPENING

- Opened in late September 2025
- State-of-the-art licensed, commercial kitchen
- Built to support food start-ups, entrepreneurs and expanding businesses



# WHAT'S HAPPENING NOW



- Strong interest from the community
- Guidance and mentoring through the licensing process
- Support for Health Department and MDARD licensing
- On-site certification classes are offered by a ServSafe-certified instructor and exam proctor, with three new certifications
- Full-time Kitchen Manager
- 2025: Two active renters
- 2026: One confirmed annual rental and additional renters preparing to onboard



# COMMUNITY VALUE & FUTURE GROWTH

- Supports workers and career advancement
- Encourages local business growth and skill building
- Continued community and economic impact
- Expanded onboarding after May 1, aligned with the annual certification renewal cycle





**CITY COUNCIL MEETING MINUTES**  
January 27, 2026

**CALL TO ORDER:**

The Jackson City Council met in regular session in Council Chambers and was called to order by Mayor Daniel J. Mahoney at 6:31 p.m.

**PLEDGE OF ALLEGIANCE AND INVOCATION:**

Council joined in the Pledge of Allegiance. Invocation was given by Vice Mayor Freddie Dancy.

**ROLL CALL:**

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

Absent: none.

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

**ADOPTION OF AGENDA:**

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

**PRESENTATIONS/PROCLAMATIONS:**

A. Jackson College Update to Council

## **PUBLIC HEARINGS:**

### A. Special Assessment Roll No. 3455

City Engineer Troy White provided Council with an overview of the project.

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

Motion was made by Councilmember Wood, seconded by Councilmember Gunn to open the Public Hearing of Confirmation for Special Assessment Roll No. 3455. Vote was done by voice with all in favor.

Cindy Fidler (1608 E. Ganson) and Katrina Klavon (2008 E. Ganson) protested during the hearing.

Chandra Dhopatkar (145 N. Gorham), Ted Christoff (1800 E Ganson), and Marty Walicki (2112 E. Ganson) submitted protests via email.

Motion was made by Councilmember Wood, seconded by Councilmember Gunn, to close the Public Hearing of Confirmation for Special Assessment Roll No. 3455. Vote – Yeas: Mayor Mahoney, Vice Mayor Dancy, Councilmembers Robinson, Gunn, Wood, Hunt, and Forgrave (7). Nays: none. Motion carried.

Motion was made by Councilmember Wood, seconded by Councilmember Gunn to approve the resolution confirming Special Assessment Roll No. 3455. Vote – Yeas: Mayor Mahoney, Vice Mayor Dancy, Councilmembers Robinson, Gunn, Wood, and Hunt (6). Nays: Councilmember Forgrave (1). Motion carried.

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

## **CITIZEN COMMENTS:**

Citizen comments were heard and the meeting continued.

**CONSENT CALENDAR:**

**A. Minutes – Regular Meeting of the Jackson City Council on January 13, 2026**  
*Approve the proposed meeting minutes from the January 13, 2026, Regular Meeting of the Jackson City Council*

**B. City of Jackson, Michigan Financial Statements for the Five Months Ended November 30, 2025**

**C. Boards/Commissions Appointment**  
*Approve the Mayor's recommendation to appoint Cathy Moore to the Martin Luther King Corridor Improvement Authority for a term of 4 years, beginning immediately and expiring on 12/31/29.*

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

**OTHER BUSINESS:**

**A. Housing Update**

Director of Community Development Shane LaPorte and Grant Coordinator Cory Mays provided Council with a housing update.

**NEW BUSINESS:**

**A. Resolution - 2026 Capital Improvement Bonds Notice of Intent**

**Recommendation:** *Adoption of Notice of Intent Resolution - 2026 Capital Improvement Bonds (Limited Tax General Obligation)*

Motion was made by Vice Mayor Dancy, seconded by Councilmember Wood to adopt the Notice of Intent Resolution – 2026 Capital Improvement Bonds. Vote – Yeas: Mayor Mahoney, Vice Mayor Dancy, Councilmembers Robinson, Gunn, Wood, Hunt, and Forgrave (7). Nays: none. Motion carried.

**B. Resolution -- 2026 Refunding Bonds Issuance**

**Recommendation:** *Approval of the Resolution Authorizing Issuance of 2026 Refunding Bonds (Limited Tax General Obligation)*

Motion was made by Vice Mayor Dancy, seconded by Councilmember Wood to approve the resolution authorizing issuance of 2026 refunding bonds. Vote – Yeas: Mayor Mahoney, Vice Mayor Dancy, Councilmembers Robinson, Gunn, Wood, Hunt, and Forgrave (7). Nays: none. Motion carried.

**C. Resolution - MDOT, Milling and Resurfacing on Ganson Street**

**Recommendation:** *Approve a resolution to enter into a contract with the Michigan Department of Transportation (MDOT) for milling and resurfacing on Ganson Street from Elm Avenue to the east City Limit and authorize the City Engineer to execute the appropriate documents.*

Motion was made by Vice Mayor Dancy, seconded by Councilmember Wood to approve a resolution to enter into a contract with Michigan Department of Transportation for milling and resurfacing on Ganson Street from Elm Avenue to the east City Limit and authorize the City Engineer to execute the appropriate documents. Vote – Yeas: Mayor Mahoney, Vice Mayor Dancy, Councilmembers Robinson, Gunn, Wood, Hunt, and Forgrave (7). Nays: none. Motion carried.

**D. Contract – Health District Street Lighting**

**Recommendation:** *Approve the award of the Health District Street Lighting contract to J. Ranck Electric, Inc. of Mt. Pleasant, Michigan at a cost of \$422,887.80 and authorize the Mayor and City Clerk to execute the appropriate documents.*

Motion was made by Vice Mayor Dancy, seconded by Councilmember Wood to approve the award of the Health District Street Lighting contract to J. Ranck, Inc. of Mt. Pleasant, Michigan at a cost of \$422,887.80 and authorize the Mayor and City Clerk to execute the appropriate documents. Vote – Yeas: Mayor Mahoney, Vice Mayor Dancy, Councilmembers Robinson, Gunn, Wood, Hunt, and Forgrave (7). Nays: none. Motion carried.

**E. Contract – Elizabeth Street Water Transmission Main Abandonment**

**Recommendation:** *Approve the award of the Elizabeth Street Water Transmission Main Abandonment contract to Concord Excavating & Grading, Inc. of Concord, Michigan at a cost of \$826,519.11 and authorize the Mayor and City Clerk to execute the appropriate documents.*

Motion was made by Vice Mayor Dancy, seconded by Councilmember Wood to approve the award of the Elizabeth Street Water Transmission Main Abandonment contract to Concord Excavating & Grading of Concord, Michigan at a cost of \$826,519.11 and authorize the Mayor and City Clerk to execute the appropriate documents. Vote – Yeas: Mayor Mahoney, Vice Mayor Dancy, Councilmembers Robinson, Gunn, Wood, Hunt, and Forgrave (7). Nays: none. Motion carried.

**F. Contract Amendment – Fishbeck, Inc.**

**Recommendation:** *Approval of Amendment 4 to the CWSRF Professional Engineering Services contract with Fishbeck, Inc. of Grand Rapids, Michigan in the amount of \$20,960.00, and authorization for the City Manager and City Engineer to sign the appropriate document.*

Motion was made by Councilmember Wood, seconded by Councilmember Robinson to approve Amendment 4 to the CWSRF Professional Engineering Services Contract with Fishbeck, Inc. of Grand Rapids, Michigan in the amount of \$20,960.00, and authorization for the City Manager and City Engineer to sign the appropriate document. Vote – Yeas: Mayor Mahoney, Vice Mayor Dancy, Councilmembers Robinson, Gunn, Wood, Hunt, and Forgrave (7). Nays: none. Motion carried.

**G. Contract Extension – Professional Services Industries (PSI)**

**Recommendation:** *Approval of the third extension of the 2022 As Needed Materials Testing Services Contract with Professional Service Industries (PSI), Inc. of Lansing, Michigan in the estimated amount of \$125,000.00, and authorization for the Mayor and City Clerk to execute the appropriate document(s) in accordance with the Purchasing Agent.*

Motion was made by Vice Mayor Dancy, seconded by Councilmember Wood to approve the third extension of the 2022 As Needed Materials Testing Services Contract with Professional Service Industries of Lansing, Michigan in the estimated amount of \$125,000.00 and authorization for the Mayor and City Clerk to execute the appropriate document (s) in accordance with the Purchasing Agent. Vote – Yeas: Mayor Mahoney, Vice Mayor Dancy, Councilmembers Robinson, Gunn, Wood, Hunt, and Forgrave (7). Nays: none. Motion carried.

**H. Contract Change Order – Concord Excavating & Grading, Inc.**

**Recommendation:** *Approve Change Order 1 to the Miscellaneous Construction contract with Concord Excavating & Grading, Inc. in the increased amount of \$26,242.01 to balance contract quantities to match quantities placed in the field and authorize the City Manager and City Engineer to execute the appropriate document.*

Motion was made by Vice Mayor Dancy, seconded by Councilmember Wood to approve Change Order 1 to the Miscellaneous Construction Contract with Concord Excavating & Grading, Inc. in the increased amount of \$26,242.01 to balance contract quantities to match quantities placed in the field and authorize the City Manager and City Engineer to execute the appropriate document. Vote – Yeas: Mayor Mahoney, Vice Mayor Dancy, Councilmembers Robinson, Gunn, Wood, Hunt, and Forgrave (7). Nays: none. Motion carried.

**I. Memorandum of Understanding – Movement Jackson LLC**

**Recommendation:** *Approve the Memorandum of Understanding with Movement Jackson, LLC, for funding and construction of boulder installations, skate park, pump track, and public gathering areas at Ella Sharp Park.*

Motion was made by Councilmember Forgrave, seconded by Councilmember Wood to approve the Memorandum of Understanding with Movement Jackson, LLC for funding and construction of boulder installations, skate park, pump track, and public gathering areas at Ella Sharp Park. Vote – Yeas: Mayor Mahoney, Vice Mayor Dancy, Councilmembers Robinson, Gunn, Wood, Hunt, and Forgrave (7). Nays: none. Motion carried.

**J. Sale of City-Owned Property – 751 Tomlinson**

**Recommendation:** *Approve the sale of City-owned property located at 751 Tomlinson Street to AgriCon, LLC for the sum of \$300, approve the Purchase / Development Agreement, authorize the City Manager and City Attorney to make minor modifications as needed, and authorize the City Manager and City Attorney to execute the appropriate documents necessary to complete the transaction.*

Motion was made by Vice Mayor Dancy, seconded by Councilmember Wood to approve the sale of City owned property located at 751 Tomlinson Street Jackson, Michigan to AgriCon, LLC for the sum of \$300, approve the purchase and development agreement, authorize the City Manager and City Attorney to make minor modifications as needed, and authorize the City Manager and City Attorney to execute the appropriate documents necessary to complete the transaction. Vote – Yeas: Mayor Mahoney, Vice Mayor Dancy, Councilmembers Robinson, Gunn, Wood, Hunt, and Forgrave (7). Nays: none. Motion carried.

**CITY COUNCILMEMBER’S COMMENTS:**

Mayor Mahoney, Vice Mayor Dancy, and Councilmembers Robinson, Gunn, Wood, Hunt, 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 Councilmember Forgrave, seconded by Councilmember Wood. Mayor Mahoney adjourned the meeting at 8:55 p.m.

# JACKSON

Founded 1829

**MEMO TO:** Mayor and City Councilmembers  
**FROM:** Jonathan Greene, City Manager  
**DATE:** February 10, 2026  
**SUBJECT:** Special Event Application: 4th Annual Jackson YMCA Shamrock Shuffle

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**Recommendation:**

Approve a request from the Jackson YMCA to host the 4th Annual Jackson YMCA Shamrock Shuffle on March 14, 2026, in downtown Jackson.

Attached is a memo and supporting paperwork from Beth Kuiper regarding the Special Event Application for the 4th Annual Jackson YMCA Shamrock Shuffle.

I recommend approval of the Special Event Application for the 4th Annual Jackson YMCA Shamrock Shuffle. Your consideration and concurrence is appreciated.

# JACKSON

Founded 1829

## DEPARTMENTAL REPORT

**MEMO TO:** Jonathan Greene, City Manager

**FROM:** DDA Director, DDA Director

**DATE:** February 10, 2026

**RECOMMENDATION:** Approve a request from the Jackson YMCA to host the 4th Annual Jackson YMCA Shamrock Shuffle on March 14, 2026, 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.

<u>DEPARTMENT</u>	<u>APPROVAL</u>	<u>DENIAL</u>	<u>ECONOMIC IMPACT</u>
DDA	X		\$0.00
Engineering	X		\$0.00
Fire	X		\$0.00
Neighborhood & Economic Operations	X		\$0.00
Parks & Recreation	X		\$0.00
Police	X		\$827.00
Public Works	X		\$300.00
		<b><i>TOTAL</i></b>	<b><i>\$1127.00</i></b>

### DESCRIBE THE CONSEQUENCES

Conditions & Considerations: Road closure, JPD assistance, Horace Blackman Park

### OWNERSHIP

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

### SOLUTION

## FACILITATE IMPLEMENTATION

Approve a request from the Jackson YMCA to host the 4th Annual Jackson YMCA Shamrock Shuffle on March 14, 2026, in downtown Jackson.

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### ATTACHMENTS

1. SEA-YMCA Shamrock Shuffle

By: M. Evans	Date: 1/13/26
Fee Rec:	Date:
Cash:	Check #:
Approved through City Council	
Yes/No:	Date:

## SPECIAL EVENT APPLICATION 2025

Submit your application to [mevans@cityofjackson.org](mailto: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 :

Street Address :

Tax ID# :

Website :

Contact Name 1 :  Email:  Phone:

Contact Name 2 :  Email:  Phone:

Contact Name/Phone# During Event:

### Event Details

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

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

**\*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

[Empty text box for event description]

■ **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?

**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?**  Yes  No If yes, how many food trucks do you anticipate?   
*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?**  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:

[See attached map](#)

**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)	<ul style="list-style-type: none"> <li>Showing a liability coverage of at least \$1,000,000</li> <li>Identifying “City of Jackson” &amp; “ Jackson Downtown Development Authority” as additional insured</li> </ul>
Liquor Liability Insurance (if needed)	<ul style="list-style-type: none"> <li>Identifying “City of Jackson” &amp; “Jackson Downtown Development Authority” as additional insured</li> </ul>
Cannabis Liability Insurance (if needed)	<ul style="list-style-type: none"> <li>Identifying “City of Jackson” &amp; “Jackson Downtown Development Authority” as additional insured</li> </ul>
XCU Fireworks Liability Insurance (if needed; required for all fireworks displays)	<ul style="list-style-type: none"> <li>Identifying “City of Jackson” &amp; “Jackson Downtown Development Authority” as additional insured</li> </ul>

■ 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: *Alexander Bomia*

Date: \_\_\_\_\_



# CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)

01/13/2026

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).

<b>PRODUCER</b> Walton Insurance Group 2929 Spring Arbor Rd. P.O. Box 3029 Jackson MI 49204		<b>CONTACT NAME:</b> Ashly Cutler <b>PHONE (A/C, No, Ext):</b> (517) 787-2600 <b>FAX (A/C, No):</b> (517) 787-3857 <b>E-MAIL ADDRESS:</b> ACutler@WaltonInsuranceGroup.com	
		<b>INSURER(S) AFFORDING COVERAGE</b>	
		<b>INSURER A:</b> West Bend Mutual Ins. Co.	<b>NAIC #</b> 15350
		<b>INSURER B:</b> Accident Fund National Insurance Co	12305
		<b>INSURER C:</b>	
		<b>INSURER D:</b>	
		<b>INSURER E:</b>	
		<b>INSURER F:</b>	
<b>INSURED</b> Jackson YMCA, Inc.; Jackson Y Center, Inc. 127 W. Wesley Street Jackson MI 49201			

**COVERAGES**

CERTIFICATE NUMBER: CL25122932208


REVISION NUMBER:

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

INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS	
A	<input checked="" type="checkbox"/> <b>COMMERCIAL GENERAL LIABILITY</b> <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: <input type="checkbox"/> POLICY <input type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC OTHER:			A502222-06	11/24/2025	11/24/2026	EACH OCCURRENCE	\$ 1,000,000
							DAMAGE TO RENTED PREMISES (Ea occurrence)	\$ 300,000
							MED EXP (Any one person)	\$ 5,000
							PERSONAL & ADV INJURY	\$ 1,000,000
							GENERAL AGGREGATE	\$ 3,000,000
							PRODUCTS - COMP/OP AGG	\$ 3,000,000
							Employee Benefits	\$ 1,000,000
A	<b>AUTOMOBILE LIABILITY</b> <input checked="" type="checkbox"/> ANY AUTO <input type="checkbox"/> OWNED AUTOS ONLY <input type="checkbox"/> SCHEDULED AUTOS <input type="checkbox"/> HIRED AUTOS ONLY <input type="checkbox"/> NON-OWNED AUTOS ONLY			A502222-06	11/24/2025	11/24/2026	COMBINED SINGLE LIMIT (Ea accident)	\$ 1,000,000
							BODILY INJURY (Per person)	\$
							BODILY INJURY (Per accident)	\$
							PROPERTY DAMAGE (Per accident)	\$ 3,000
							Underinsured motorist	\$ 1,000,000
A	<input checked="" type="checkbox"/> <b>UMBRELLA LIAB</b> <input type="checkbox"/> EXCESS LIAB <input type="checkbox"/> OCCUR <input type="checkbox"/> CLAIMS-MADE <input type="checkbox"/> DED <input checked="" type="checkbox"/> RETENTION \$ 0			A502222-06	11/24/2025	11/24/2026	COMBINED SINGLE LIMIT EACH OCCURRENCE	\$ 5,000,000
							AGGREGATE	\$ 5,000,000
								\$
B	<b>WORKERS COMPENSATION AND EMPLOYERS' LIABILITY</b> ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below			100085776 04	11/24/2025	11/24/2026	PER STATUTE	
							OTH-ER	
							E.L. EACH ACCIDENT	\$ 500,000
							E.L. DISEASE - EA EMPLOYEE	\$ 500,000
							E.L. DISEASE - POLICY LIMIT	\$ 500,000


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

**CERTIFICATE HOLDER****CANCELLATION**

City of Jackson & Jackson Downtown Development Authority 161 W. Michigan Ave, 5th Floor Jackson MI 49201	SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS. AUTHORIZED REPRESENTATIVE 
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-  Start/Finish Line
-  Race Route
-  Road Closed
-  Reserve Officer Present
-  Water Table (Mile 1 +2)
-  Change of Direction
-  Need Volunteer

# JACKSON

Founded 1829

**MEMO TO:** Mayor and City Councilmembers  
**FROM:** Jonathan Greene, City Manager  
**DATE:** February 10, 2026  
**SUBJECT:** Contract Award — City of Jackson Master Plan

*Approve a contract with Planning Next for the creation of the City of Jackson's Master Plan, for the total amount of \$149,000; authorize the City Manager and City Attorney to create the appropriate documents and make minor modifications as needed; and further authorize the City Manager to execute the documents necessary to complete this agreement.*

---

**Recommendation:**

Approve a contract with Planning Next for the creation of the City of Jackson's Master Plan, for the total amount of \$149,000; authorize the City Manager and City Attorney to create the appropriate documents and make minor modifications as needed; and further authorize the City Manager to execute the documents necessary to complete this agreement.

Approve a contract with Planning Next for the creation of a new City Master Plan.

Attached is a memorandum from Shane LaPorte, Director of Community Development, requesting City Council approve a contract with Planning Next for the creation of the City of Jackson's Master Plan, for the total amount of \$149,000; authorize the City Manager and City Attorney to create the appropriate documents and make minor modifications as needed; and further authorize the City Manager to execute the documents necessary to complete this agreement.

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:** February 10, 2026

**RECOMMENDATION:** Approve a contract with Planning Next for the creation of a new City Master Plan.

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### ISSUE STATEMENT

The City of Jackson is currently utilizing a Master Plan created in 2016. City Council authorized the expenditure of \$150,000 in its FY 2025 budget for the creation of a new Master Plan. A request for proposals (RFP) was posted, ten bids were received and evaluated, and interviews were held with three consulting firms. At their meeting held on February 4, 2026, the City's Planning Commission voted to recommend a contract award for master planning services to Planning Next, in the amount of \$149,000. The process for creating a new Master Plan would involve a review of current documents and activities, significant City leader and community engagement, and the drafting of a new document to be used by community members and staff working collaboratively to improve our City for generations to come.

### DESCRIBE THE CONSEQUENCES

The current City of Jackson Master Plan was created in 2016. Since that time, the City has undergone a significant transformation, including road / infrastructure improvements, multi and single-family residential development, major park improvements, business development, and a downtown transformation. While still an incredibly useful document, the current Master Plan does not completely serve the needs of our growing and changing community.

### OWNERSHIP

Staff from the Community Development Department, including the Planning Director, Grant Coordinator, and Community Development Director, are responsible for contract administration related to the City's Master Plan. The City's Planning Commission will also oversee the Master Plan creation and adoption.

### SOLUTION

The approval of this agreement is needed to award the contract for the creation of the City's Master Plan. City staff have carefully reviewed all submitted bids and conducted interviews, and all required documents are in order.

**FACILITATE IMPLEMENTATION**

Approve a contract with Planning Next for the creation of the City of Jackson's Master Plan, for the total amount of \$149,000; authorize the City Manager and City Attorney to create the appropriate documents and make minor modifications as needed; and further authorize the City Manager to execute the documents necessary to complete this agreement.

---

**ATTACHMENTS**

None

**MEMO TO:** Mayor and City Councilmembers  
**FROM:** Jonathan Greene, City Manager  
**DATE:** February 10, 2026  
**SUBJECT:** **Approval of Amendment 2 to the Fiscal Year 2023 DWSRF Construction Administration Services professional services contract with Fishbeck, Inc.**

---

**Recommendation:**

**Approval of Amendment 2 to the Fiscal Year 2023 DWSRF Construction Administration Services professional services contract with Fishbeck, Inc. of Grand Rapids, Michigan in the amount of \$885,000.00, and authorization for the City Manager and City Engineer to sign the appropriate document.**

Attached is a report and documentation from Troy White, City Engineer, regarding approval of Amendment 2 to the Fiscal Year 2023 DWSRF Construction Administration Services professional services contract. I recommend approval of the contract amendment. Your consideration and concurrence is appreciated.

JG

Attachments

# DEPARTMENTAL REPORT

**MEMO TO:** Jonathan Greene, City Manager  
**FROM:** Troy R. White, P.E., City Engineer  
**DATE:** February 10, 2026

**RECOMMENDATION:** Approval of Amendment 2 to the Fiscal Year 2023 DWSRF Construction Administration Services professional services contract with Fishbeck, Inc. of Grand Rapids, Michigan in the amount of \$885,000.00, and authorization for the City Manager, Director of Public Works, and City Engineer to sign the appropriate document.

## ISSUE STATEMENT

The City of Jackson is securing \$5.0M in Fiscal Year 2026 Drinking Water State Revolving Funds (DWSRF) for lead service line (LSL) replacements in compliance with the State’s Lead and Copper Rule. This funding will enable the replacement of approximately 450 lead service lines, with 50 percent forgiven as a grant and the remaining 50 percent repaid as a low-interest loan. To secure and utilize these funds, construction administration services must be executed and included with the DWSRF loan application.

Fishbeck, Inc. is currently providing construction administration services for the ongoing DWSRF Phase 1 LSL Replacement Project through Amendment 1 of this professional services contract. Funding for Phase 1 will expire in July 2026. The next phase of funding and construction will commence immediately thereafter so that LSL replacements continues. Approval of Amendment 2 will authorize Fishbeck to continue in their responsibilities for the next phase of work.

## DESCRIPTION OF CONSEQUENCES

If the construction administration services are not approved, the City risks submitting an incomplete loan application and may be unable to secure Fiscal Year 2026 DWSRF funds. Fishbeck, Inc. has submitted a letter-format amendment proposal in the amount of \$885,000.00 to provide construction administration services for execution and inclusion with the loan application.

## SOLUTION

On July 11, 2023, City Council approved the Fiscal Year 2023 DWSRF Construction Administration Services professional services contract with Fishbeck, Inc. in the amount of \$134,000.00. On November 6, 2024, Council approved Amendment 1 to this contract in the amount of \$934,850.00 to provide construction administration services for lead service line replacements in the City’s FY 2023 DWSRF LSL project area. Approval of Amendment 2 to this contract will continue these services and bring the total contract amount to \$1,953,850.00.

## FACILIAE IMPLEMENTATION

Approval of Amendment 2 to the Fiscal Year 2023 DWSRF Construction Administration Services professional services contract with Fishbeck, Inc. of Grand Rapids, Michigan in the amount of \$885,000.00, and authorization for the City Manager, Director of Public Works, and City Engineer to sign the appropriate document.

TRW/kmm

**AMENDMENT NO. 2**  
**Professional Services Contract for**  
**Fiscal Year 2023 Drinking Water State Revolving Fund (DWSRF)**  
**Construction Administration Services**  
**City of Jackson, Michigan**

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

<b>ORIGINAL CONTRACT AMOUNT</b>	<b>\$ 134,000.00</b>
<b>AMENDMENT NO. 1</b>	<b>\$ 934,850.00</b>
<b>NEW CONTRACT AMOUNT AS SET BY AMENDMENT NO. 1</b>	<b>\$ 1,068,850.00</b>
<b>AMENDMENT NO. 2</b>	<b>\$ 885,000.00</b>
<b>NEW CONTRACT AMOUNT AS SET BY AMENDMENT NO. 1</b>	<b>\$ 1,953,850.00</b>

**REASON FOR AMENDMENT:**

To add construction contract bid document preparation and construction administration services for lead service replacements to the contract in accordance with State of Michigan Department of Environment, Great Lake and Energy (EGLE) requirements for the Drinking Water State Revolving Fund (DWSRF) program as described in the attached letter from Fishbeck dated January 30, 2026.

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

ACCEPTED BY:

\_\_\_\_\_  
Jeffrey J. Brown, P.E., Senior Vice President  
Fishbeck

\_\_\_\_\_  
Date:

ACCEPTED BY:

\_\_\_\_\_  
Mike Osborn, Director of Public Works

\_\_\_\_\_  
Date:

ACCEPTED BY:

\_\_\_\_\_  
Troy R. White, City Engineer

\_\_\_\_\_  
Date:

ACCEPTED BY:

\_\_\_\_\_  
Jonathan Greene, City Manager

\_\_\_\_\_  
Date:

January 30, 2026

Mike Osborn  
Director of Public Works  
City of Jackson  
161 West Michigan Avenue, 11th Floor  
Jackson, Michigan 49201

**Proposal for Professional Engineering Services  
DWSRF FY 2026 Improvements – Construction Administration Services Amendment**

Fishbeck is pleased to submit this amendment for construction administration services related to the Drinking Water State Revolving Fund (DWSRF) Fiscal Year (FY) 2026 Improvements project. The project plan included approximately \$5 million for lead service line replacement which the City will bid out this winter using the previous technical specifications that were prepared for the last project. Since most of the residents were contacted as part of the previous project, that service is not needed for this phase.

We anticipate the following services related to this project.

## Scope of Services

### Construction Administration Services

- Conduct a preconstruction meeting with contractors and Owner representatives. Meetings will be held at the Jackson Department of Public Works (DPW) building. Engineers from Fishbeck will attend.
- Participate in project progress meetings, as necessary. Monthly meetings at the DPW building are assumed.
- Respond in writing to Contractor’s Requests for Information and issue clarifications and interpretations to the contract documents, as applicable, including recommending change orders and work change directives to the Owner as applicable.
- Provide two resident project representatives onsite during construction for up to 50 hours during the week for a period of 15 months.
- Prepare updated service line cards for each property following the construction.

### Assumptions

- The City will attend meetings with the residents if requested by the resident.
- While both areas are included in the DWSRF application, the proposed budget is for the original Phase 1 area.

### Schedule

The following construction schedule is projected based on discussions with the City.

Task	Schedule
Prebid Meeting	March 17, 2026
Start of Construction	July 6, 2026
End of Construction	September 30, 2027

## Professional Services Fee

Fishbeck proposes to perform the referenced scope of services for an hourly rate plus reimbursable expenses not-to-exceed fee of Eight Hundred Eighty-Five Thousand Dollars (\$885,000).

## Authorization

This project will be performed under the terms and conditions of our existing July 14, 2023, Professional Service Agreement. If you concur with our scope of services, please sign in the space provided and return it to Patty Barnard ([pbarnard@fishbeck.com](mailto:pbarnard@fishbeck.com)). Invoices will be submitted every four weeks and payment is due upon receipt.

If you have any questions or require additional information, please contact James Scaggs at 517.887.4010 or [jscaggs@fishbeck.com](mailto:jscaggs@fishbeck.com) or Jeffrey Brown at 517.887.4016 or [jjbrown@fishbeck.com](mailto:jjbrown@fishbeck.com).

Sincerely,

  
**James Scaggs**  
Senior Construction Manager

  
**Jeffrey J. Brown, PE**  
Senior Vice President

By email

APPROVED FOR:

City of Jackson

SIGNATURE: \_\_\_\_\_

NAME: \_\_\_\_\_

TITLE: \_\_\_\_\_

DATE: \_\_\_\_\_

# JACKSON

Founded 1829

**MEMO TO:** Mayor and City Councilmembers

**FROM:** Jonathan Greene, City Manager

**DATE:** February 10, 2026

**SUBJECT:** Grant — FY 26/27 Community Development Block Grant (CDBG) and HOME Investment Partnerships (HOME) Projects

*Approve staff's recommendation for Fiscal Year 2026 – 2027 Community Development Block Grant (CDBG) and HOME Investment Partnerships (HOME) Projects and preliminary funding levels.*

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**Recommendation:**

Identify Community Development Block Grant (CDBG) and HOME Investment Partnerships (HOME) Projects for Fiscal Year 2026 – 2027 and Establish Preliminary Funding Allocations for those Projects

Identify CDBG and HOME projects for Fiscal Year 2026 – 2027 and establish preliminary funding allocations for those projects.

Attached is a memorandum from Shane LaPorte, Director of Community Development, requesting City Council identify CDBG and HOME projects for Fiscal Year 2026 – 2027 and establish preliminary funding for those projects.

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:** February 10, 2026

**RECOMMENDATION:** Identify CDBG and HOME projects for Fiscal Year 2026 – 2027 and establish preliminary funding allocations for those projects.

**ISSUE STATEMENT**

Identify CDBG and HOME projects for Fiscal Year 2026 – 2027 and establish preliminary funding allocations for those projects.

**DESCRIBE THE CONSEQUENCES**

The U.S. Department of Housing and Urban Development (HUD) will publish its annual formula allocations to entitlement communities and participating jurisdictions in the coming months. In order for staff to prepare the Annual Action Plan in sufficient time to allow for the required 30-day comment period, City Council identifies projects it wants to fund for the upcoming fiscal year, which begins on July 1, 2026. City Council’s approval of 2026-2027 CDBG and HOME funding allocations will allow staff to adhere to the HUD-prescribed timeline, required for all entitlement grantees. These allocation recommendations also align with the City’s goals as outlined in its 5-year consolidated plan. To estimate the level of revenue the City may receive, staff has devised the following:

	<b>CDBG</b>	<b>HOME</b>
Grants funds received for FY 2025-2026	\$1,205,801	\$275,362
Less 3% in anticipation of a reduction of funds	-36,200	-8,300
Estimated Program Income	75,200	1,000
<b>Estimated 2026-2027 Revenue:</b>	<b>\$1,244,801</b>	<b>\$268,062</b>

**OWNERSHIP**

City staff, which included the City Manager, Community Development Director, Grant Coordinator, and Financial Analyst, met to prepare a recommendation for City Council. The summary of that meeting is as follows:

## **CDBG**

For the Department of Community Development:

### **Administration \$150,000**

Overall program administration, including, but not limited to, salaries, wages, and related costs of grantee staff or others engaged in program management, monitoring and evaluation. General administration/planning funds are capped at no more than 20% of the annual allocation.

### **Rehabilitation \$250,000**

Funds to provide rehabilitation loans for either an emergency hazard, major component, or a combination emergency hazard/major component project. With the maximum loan set at \$25,000, this will provide approximately 10 or more low-income households an opportunity to fix major issue(s) at their primary residence.

### **Rehabilitation Administration \$150,000**

Rehabilitation administration supports all delivery costs (including staff, other direct costs, and service costs) directly related to carrying out housing rehabilitation activities. Examples include appraisal, architectural, engineering, and other professional services; preparation of work specifications and work write ups; loan processing; survey, site, and utility plans; application processing; and other fees.

### **Residential Demolition \$200,000**

Removal of hazardous buildings increases the quality of life and vitality of neighborhoods, supports property values, eliminates hazardous conditions, and reduces opportunities for criminal activities. The availability of funds for demolition is capped at 30% of total CDBG funds expended during a fiscal year, less administration.

For the City Attorney's Office:

### **Code Enforcement \$25,000**

The City Attorney's Office provides legal support for eligible code enforcement activities prosecuted through the Administration Hearings Bureau. It also provides legal counsel as may be needed for other CDBG activities, such as rehabilitation.

For the Department of Public Works:

### **Streetscape \$150,000**

Improving the marketability of City-owned vacant lots can create better building opportunities for developers. These funds will support sidewalk reconstruction, curb-cuts, and the planting of street trees in these areas.

For the Engineering Department:

### **Streetlights \$319,801**

Improving the lighting in our neighborhoods can create safer streets, walkable corridors, and will assist with future housing development. These funds will be invested in 1-2 key areas, as identified in the City's master plan: health district (just West of the hospital) and/or the Martin Luther King, Jr. neighborhood (Morrell to High Street).

## HOME

### **Administration \$26,000**

The level of administration available to the Department of Neighborhood & Economic Operations to properly manage the grant cannot exceed 10% of HOME funds received as specified by 24 CFR 92.207.

### **CHDO Reserve \$42,000**

Use of HOME funds requires no less than 15% of the City's formula allocation be set aside for eligible Community Housing Development Organization (CHDO) activities (see 24 CFR 92.300(a)). These funds would be held in reserve for possible future projects.

### **Homebuyer \$200,062**

Additional new home construction is needed in the City of Jackson, in particular for families earning 80% or less of the area median income (AMI). These funds will be used to offset the costs associated with new home construction, including (but not limited to) down payment assistance and hard/soft costs.

Staff reminds City Council that once it establishes preliminary allocations and the Action Plan is distributed for public comment, no activities can be added or deleted without triggering a substantial amendment. A substantial amendment requires public notification with a reasonable timeframe and opportunity to comment which would thus result in a late submission of the Action Plan to HUD and, in turn, delay the onset of project funding.

## SOLUTION

Requested action is for City Council to confirm staff's recommendation for Fiscal Year 2026 – 2027 projects and preliminary funding levels. After HUD announces actual formula allocations, City Council will be requested to set firm funding levels commensurate with the grant resources received. This will allow staff to follow the prescribe HUD timeline and adhere to the City's goals, as outlined in the 5-year consolidated plan.

## FACILITATE IMPLEMENTATION

Identify Community Development Block Grant (CDBG) and HOME Investment Partnerships (HOME) Projects for Fiscal Year 2026 – 2027 and Establish Preliminary Funding Allocations for those Projects

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## ATTACHMENTS

None

**MEMO TO:** Mayor and Councilmembers  
**FROM:** Jonathan Greene, City Manager  
**DATE:** February 10, 2026  
**SUBJECT:** **Rx Kids**

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Rx Kids is a cash prescription program for pregnant moms and babies. The program provides all pregnant moms in the program's community with \$1,500 no-strings-attached cash during pregnancy and \$500 a month during the baby's first months of life. Where you live determines eligibility the Rx Kids program.

- Families here face preventable risks – including high infant mortality, inequitable birth outcomes, and delayed prenatal care.
- Michigan's major state investment creates a rare opportunity: Local place-based investment now will unlock significantly greater impact.
- The City of Jackson and Blackman Township are priority communities, with clear need and strong potential to benefit from immediate support.
- Rx Kids offers a simple, proven, community-centered model built on low overhead and strong public-private partnership.
- Local place-based investment can bring Rx Kids to our community and help make sure every baby in the City of Jackson and Blackman Township get the healthy start they deserve.

**Recommendation:**

Support the RX Kids program with an annual contribution for 3 years



# Jackson Community Foundation

## Rx Kids

January 28, 2026

# Rx Kids: A Prescription for Health, Hope, and Opportunity

The nation's first community-wide prenatal and infant cash support program, providing families with direct financial assistance during pregnancy and during a baby's first year.

*\*Refer to Rx Kids Pitch Michigan document in the Council meeting packet for additional information about Rx Kids.*

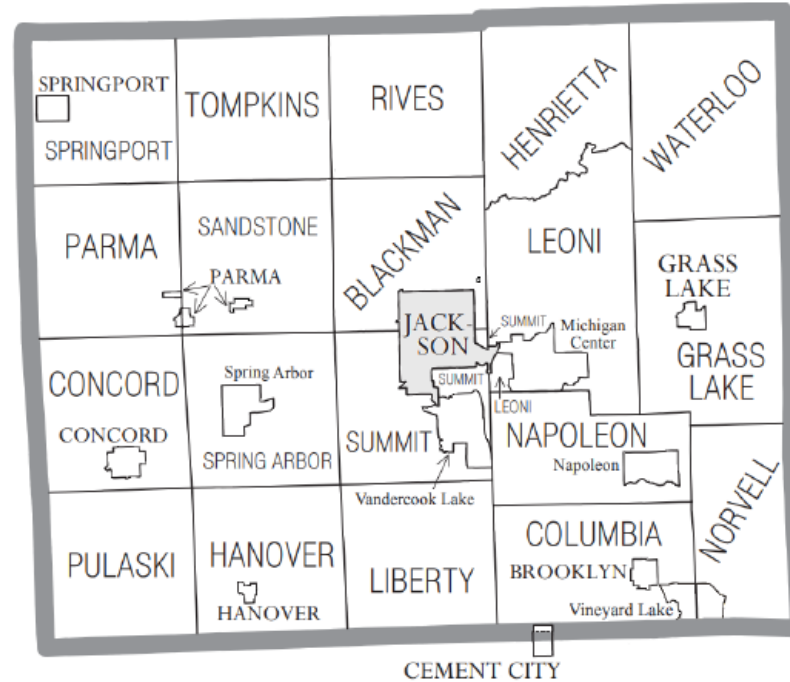
<b>What it provides:</b>	\$1,500 during pregnancy + \$500/month for babies during the first 6 - 12 month of life.
<b>Why it matters:</b>	Supports families during the most critical developmental period.
<b>Proven impact:</b>	Better birth outcomes, stronger maternal mental health, and higher financial security.
<b>Community benefits:</b>	Increased local spending and reduced health and social costs
<b>Scalable model:</b>	Low overhead, plug and play infrastructure, and strong public-private partnership
<b>Opportunity:</b>	Local investment can rapidly bring Rx Kids to more MI communities.

The City of Jackson And Blackman Twp. face extreme poverty & financial insecurity among adults and children.

Poverty levels in the City of Jackson and Blackman Twp. are similar to pre-Rx Kids in Flint.

The strongest impacts of Rx Kids in Flint were with families facing high poverty and financial instability.

## Small Area Poverty & ALICE Rates Comparison



Jackson County	% HH Poverty	% HH ALICE
Blackman Charter Township	13.9%	36.0%
Columbia Township	8.8%	21.7%
Concord Township	11.6%	33.1%
Grass Lake Charter Township	5.5%	19.5%
Hanover Township	8.9%	16.2%
Henrietta Township	3.8%	31.1%
Jackson City	26.3%	38.0%
Leoni Township	7.7%	29.7%
Liberty Township	5.5%	23.9%
Napoleon Township	10.0%	32.0%
Norvell Township	6.0%	29.1%
Parma Township	13.6%	25.1%
Pulaski Township	8.4%	28.3%
Rives Township	8.8%	26.1%
Sandstone Township	5.1%	21.1%
Spring Arbor Township	8.6%	16.6%
Springport Township	14.6%	32.7%
Summit Township	8.6%	33.5%
Tompkins Township	11.9%	16.3%
Waterloo Township	5.4%	27.2%

SOURCE: United for ALICE. All %s are from American Community Survey 2023.

# Stark racial disparities in infant survival and birth outcomes

Rx Kids has shown reduced preterm births, fewer low birthweight births, and improved maternal mental health.

- The infant mortality rate in Jackson County is 7.5 (per 1,000 live births) for 2021-2023. *(MI Vital Statistics)*
- Black infants in Jackson County are almost 3x's more likely to die before their first birthday than White infants (16.4 compared to 5.9). *(MI Vital Statistics)*
- 7% of births in Jackson County from 2021 – 2023 had late or no prenatal care. *(Annie E. Casey Kids Count)*
- In 2023, 10% of births in Jackson County were categorized as low birth weight.
  - For Black mothers, this was 17%, nearly double the rate for White mothers (9%). *(MI Vital Statistics)*
  - *Infants born at low birth weights or very low birth weights are more likely than infants of normal birth weight to die in the first year of life and to experience long-range physical development problems.*

# Why here? Why now?

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- Families here face preventable risks – including high infant mortality, inequitable birth outcomes, and delayed prenatal care.
- Michigan’s major state investment creates a rare opportunity: Local place-based investment now will unlock significantly greater impact.
- The City of Jackson and Blackman Township are priority communities, with clear need and strong potential to benefit from immediate support.
- Rx Kids offers a simple, proven, community-centered model built on low overhead and strong public-private partnership.
- Local place-based investment can bring Rx Kids to our community and help make sure every baby in the City of Jackson and Blackman Township get the healthy start they deserve.

# Funding Commitments as of 1/28/26

The table below shows the total annual match needed for Years 1 – 3 for the City of Jackson and Blackman Twp. for Prenatal + 6 months enabling us to leverage **\$2,563,650** each year in state funding based on an estimate of **633 births** per year according to MDHHS Vital Records.

	Year One	Year Two	Year Three
Annual Other Funds Needed <small>(includes 10% admin)</small>	<b>\$313,335</b>	<b>\$313,335</b>	<b>\$313,335</b>
Dawn Foods	\$5,000		
Henry Ford Jackson Hospital	\$40,000		
Jackson Community Foundation	\$34,000	\$34,000	\$34,000
United Way of SCMI	\$10,000	\$10,000	\$10,000
Herrick Foundation	\$50,000	\$50,000	\$50,000
Consumers Energy Foundation	\$100,000	\$100,000	\$100,000
<b>Total Committed</b>	<b>\$239,000</b>	<b>\$194,000</b>	<b>\$194,000</b>
<b>Remaining Gap</b>	<b>\$74,335</b>	<b>\$119,335</b>	<b>\$119,335</b>



# Rx Kids

A Prescription for Health, Hope, and Opportunity

## CASH FOR MOMS AND BABIES



“Rx Kids is not just a program, it’s a lifeline and a promise of support. It is about coming together and supporting each other.”

ALANA, Rx KIDS MOM

A PROGRAM OF:

MICHIGAN STATE  
UNIVERSITY

FURLEY  
CHILDREN'S  
HOSPITAL

&



POVERTY SOLUTIONS  
UNIVERSITY OF MICHIGAN

PEDIATRIC PUBLIC HEALTH INITIATIVE

ADMINISTERED BY:

**GiveDirectly**

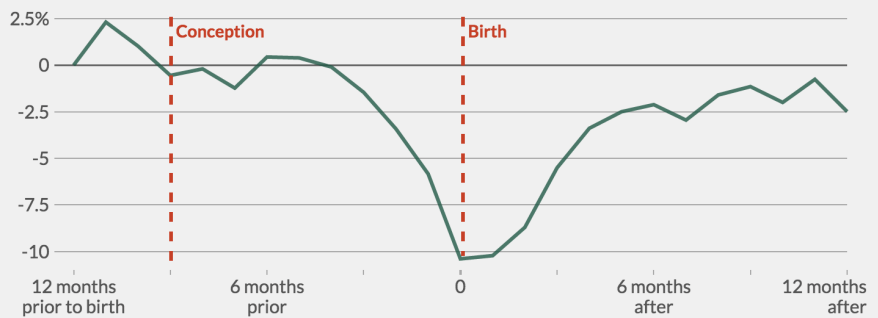
# Rx Kids: Prenatal and Infant Support Program



For many families, income plunges and poverty spikes right before a child is born and remains high throughout the first year. The maternal-infant period is also the most critical window of child development and lays the foundation for a lifetime of health and success.

## Family income drops sharply near the birth of a child

Percentage change in gross U.S. household income compared to 12 months prior to birth



Source: Stanczyk, Alexandra. (2016). "The dynamics of household economic circumstances around a birth." Washington Center for Equitable Growth working paper series.



Washington Center for Equitable Growth. Equitablegrowth.org

**“We never know what life is going to throw at us... Just that extra bit of financial security can go a long way.**

**The biggest reward is knowing that people care that the world isn’t as harsh as we sometimes think. There are people out there who want to see us succeed.”**

**Kinea,  
Rx Kids Mom**

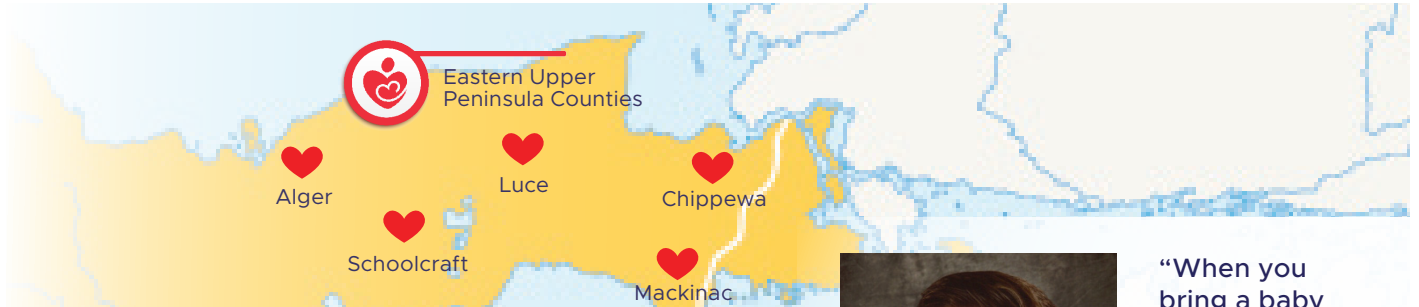
Launched in 2024, Rx Kids provides support of \$1,500 during pregnancy and \$500 per month for babies during the first 6-12 months of life. From Kalamazoo to the eastern Upper Peninsula, the program has already reached over 4,300 families across 20 Michigan communities, delivering almost \$20 million in direct support.

As the nation’s first-ever community-wide prenatal and infant cash prescription program, Rx Kids is already providing life-changing financial security to an entire generation of children.



# Rx Kids is Across Michigan

From Kalamazoo to the Upper Peninsula, stakeholders across Michigan and beyond are excited about the efficiency and effectiveness of Rx Kids.



With ongoing state support, Rx Kids can bring **health, hope, and opportunity** to even more Michigan communities.



“When you bring a baby home, that’s a vulnerable period for families... [Rx Kids] will provide so many benefits to individuals—alleviating so much of that financial anxiety that many families have.”

**AUSTIN LOWES**  
SAULT TRIBE CHAIRMAN



“The City Commission prioritized this partnership with our Rx Kids as a critical component in our efforts to provide abundant opportunities for people to achieve shared prosperity and to help young people thrive.”

**MAYOR DAVID ANDERSON**  
KALAMAZOO

# Rx Kids is leading to healthier moms and babies

Rx Kids is grounded in extensive global and national evidence showing that investing in moms and babies leads to better health outcomes. Now, rigorous research from Michigan demonstrates the program's impact on family financial stability, prenatal care, healthy births, child welfare, and economic development.

Families most commonly spend cash prescriptions on **baby supplies, food, rent, & utilities**

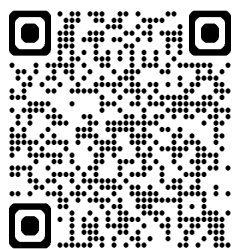
## With a participant take up rate of near 100%, Rx Kids research shows dramatic population level improvements in prenatal care and birth outcomes:

- ♥ Significant [increase in prenatal care utilization](#), with a 9.1% increase in adequate prenatal care, 5.6% rise in first-trimester care initiation, and 1.9% decrease in births with no prenatal care
- ♥ 18% [reduction in preterm births](#)
- ♥ 27% [reduction in low birthweight babies](#), tackling a key driver of infant mortality
- ♥ 29% [reduction in NICU admissions](#)
- ♥ Reduced third-trimester smoking, a major driver of low birth weight and infant mortality

## Beyond health outcomes, Rx Kids delivers economic stability and family wellbeing:

- ♥ 88% of [participants report improved financial security](#). [Zero low-income Rx Kids families reported evictions](#) while enrolled in the program
- ♥ Improved mental health and a 14% [reduction in postpartum depression](#), helping mothers thrive
- ♥ [32% reduction in infant maltreatment investigations](#), improving child welfare and family stability.

Explore the latest impacts and Rx Kids research at [RxKids.org/impact](https://RxKids.org/impact)



### THE SCIENCE OF CHILD CASH BENEFITS

Evidence on the adoption of child cash benefits from a broad set of nations finds that they can improve a range of child health outcomes, with the most robust evidence of health benefits occurring when delivered to children younger than five years and during the prenatal period. **LEARN MORE AT THE LANCET.**

# Rx Kids Saves Money & Strengthens Economies



Rx Kids builds on a significant evidence base showing that outcomes like these can save federal, state, and local governments significant money.



## Preliminary estimates of short-term savings

**Birth Outcomes:** Since Rx Kids started, estimates reveal that Flint had up to 40 less preterm births and almost 70 less low birthweight babies. This resulted in almost 70 less NICU admissions. These health improvements are saving approximately \$6 million/year in health care costs just for Flint births. **If replicated for the whole state, the health care savings would be \$220 million/year in the prevention of premature babies and \$268 million/year in the prevention of low birthweight babies. A portion of these savings also come from the prevention of NICU admissions, estimated to be \$213 million/year.**

**Postpartum depression:** A study in the *American Journal of Preventive Medicine* found that Medicaid-enrolled new mothers with perinatal depression had \$5,078 more health care expenditures, suggesting that the big reductions in postpartum depression seen in Flint could lead to significant healthcare costs savings.

**Child protective services (CPS):** A study from the *National Bureau of Economic Research* found that an added \$1,000 in Rx Kids-like benefits was linked to a 30% decline in CPS referrals for physical abuse, among other improved outcomes. For every \$1 spent on cash transfers early in life, the estimated ROI in child welfare costs was \$4.20.

**Evictions:** A study from the *Quarterly Journal of Economics* finds that evictions increase homelessness and hospitalizations, reduce earnings and negatively impact credit scores and indebtedness.

## Long-term benefits

**Earnings in young adulthood:** A study in the *Quarterly Journal of Economics* found that an added \$1,300 in Rx Kids-like benefits to infants translated into increased earnings of \$2,185 between ages 23 and 28. It also was linked to improved math and reading scores and increased likelihood of high school graduation.

The [W.E. Upjohn Institute for Employment Research issued an independent report](#) that found that Rx Kids delivers measurable economic benefits to families and the broader local economy, creating hundreds of downstream jobs and millions of dollars circulating through the community.



# Are you ready to bring Rx Kids to your Michigan community?



The State of Michigan has made a bold, historic investment in families — supporting the expansion of Rx Kids. Over the next three years, Rx Kids will expand to dozens of high-need communities. Key design elements of the program include:

- ♥ **Innovative public-private partnership:** Rx Kids is an innovative public-private partnership, combining public funding from state, federal, and municipal sources with private support from philanthropy, businesses, and health care systems. In Michigan, historic investment from the state provides the majority of funding, however additional funding is needed to launch Rx Kids in new communities.
- ♥ **Plug-and-play model:** Rx Kids provides the core support – including operations, enrollment, research, reporting, and communication tools. With an established infrastructure, Rx Kids is ready to be expanded and implemented in months.
- ♥ **Low overhead:** Administered by GiveDirectly, the program is streamlined and cost-efficient, avoiding bureaucracy and ensuring that dollars reach families directly.
- ♥ **Local expertise:** Local Community Champions work closely with unlimited stakeholders to support outreach, engagement, and celebration — including hosting Baby Parades.
- ♥ **Bipartisan support:** Maternal and infant health is a bipartisan issue. Babies are our future, and investing in their health means investing in the future of our communities, the economy, and the nation.



Check out the Michigan expansion page on our website ([RxKids.org](https://RxKids.org)) or contact us at [Rx-Kids@msu.edu](mailto:Rx-Kids@msu.edu)



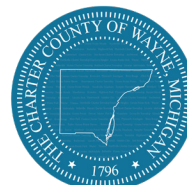
*“Compared to the ways that governments typically spend taxpayer dollars to try to alleviate poverty, these kinds of direct cash subsidies are among the most efficient ways that governments can achieve those kinds of goals.” - Michael Van Beek, director of research at the Mackinac Center for Public Policy*

# So Much Love

A public-private partnership, over \$400 million has been committed for Rx Kids.



Rx Kids is supported by City of Flint American Rescue Plan Act (ARPA) funds.



Rx Kids extends a special thank you to all of our individual donors who have been inspired to contribute to Rx Kids.

“Rx Kids provides a real chance  
at a future for me and my  
children.”

**TEAGAN**  
Rx KIDS MOM



“Rx Kids is a prescription for  
health, hope, and opportunity.  
Finally, we have an effective and  
efficient antidote to treat the  
pathogen of poverty. The future  
is bright for our babies.”

**DR. MONA**  
Rx KIDS DIRECTOR

**MICHIGAN STATE  
UNIVERSITY**

**FURLEY  
CHILDREN'S  
HOSPITAL**

**PEDIATRIC PUBLIC HEALTH INITIATIVE**

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**RxKids.org**  
Email: [Rx-Kids@msu.edu](mailto:Rx-Kids@msu.edu)

Join the Rx Kids community  
and share the love  
on social media.

 **@RxKidsUS**

 **@RxKidsUS**

 **@RxKids**