



**CITY OF JONESVILLE
DOWNTOWN DEVELOPMENT AUTHORITY AGENDA
MAY 12, 2020 - 7:45 A.M.**

Pursuant to Governor Whitmer's Executive Order 2020-48, participation in this meeting will be by Zoom Meeting. The Board, staff and public wishing to participate may do so by visiting the web address on a computer or electronic device or by calling the following telephone number.

When prompted enter the Meeting ID and Password.

**WEB ADDRESS: www.zoom.us
CALL-IN TELEPHONE NUMBERS:
+1 929 205 6099 or
+1 312 626 6799**

**MEETING ID: 883 7213 1406
PASSWORD: 008362**

- 1. CALL TO ORDER**
- 2. PRESENTATIONS AND RECOGNITIONS**
 - A. None
- 3. APPROVAL OF AGENDA**
- 4. APPROVAL OF MINUTES – March 10, 2020 Regular Meeting**
- 5. PUBLIC COMMENT**
- 6. NEW BUSINESS**
 - A. Resolution 2020-09 – Rules for Participation in Remote Meetings **[Information Item]**
 - B. Fiscal Year 2020-21 Budget **[Action Item]**
 - C. Project Updates **[Information Item]**
 - i. MDOT Signal Modernization Project
- 7. OTHER BUSINESS**
- 8. ADJOURNMENT– Next Scheduled Meeting: Tuesday, July 14, 2020 7:45 a.m.**



To: Jonesville DDA Board
From: Jeffrey M. Gray, City Manager 
Date: May 6, 2020
Re: Manager Report and Recommendations – May 12, 2020 DDA Meeting

6. A. Resolution 2020-09 – Rules for Participation in Remote Meetings [Information]

Due to the Coronavirus (COVID-19) pandemic, Governor Whitmer has passed an Executive Order allowing meetings of public bodies to be conducted remotely by via telephone and/or electronic means. The City Council adopted Resolution 2020-09, which provides rules that all City boards may conduct such meetings. Participation in the May DDA meeting will be remotely, by electronic means only, so these rules will govern the meeting; no action is required by the DDA. The Resolution refers to Executive Order 2020-15; when that Order expired it was extended by the Governor's Executive Order 2020-48. *Please refer to Resolution 2020-09.*

6. B. Fiscal Year 2020-21 Budget [Action]

The appointed budget committee of Chair Don Toffolo, Don Germann, and Joe Ruden, along with Mayor Gerry Arno and I met and prepared the enclosed recommendations for the 2020-21 fiscal year budget that begins on July 1st. The top priorities are engineering designs for the Chicago Street streetscape and the South Parking Lot. The committee is interested in exploring the feasibility of proceeding with design, bonding and construction in the near future to take advantage of the low interest rates for financing. Staff is working with the City's engineer and financial advisor to develop a plan and recommendation. It is possible that special meetings will be needed if this work is determined possible in the near term.

Other current and anticipated future capital expenditures are provided, along with a copy of the fund balance sheet for the end of the current fiscal year. A motion to recommend City Council approve the proposed FY 2020-21 budget, as recommended by the budget committee or with amendments, will be necessary. *Please refer to the enclosed copy of the draft budget, capital projects sheets, and the projected fund balance.*

6. C. Project Updates [Information]

This item is reserved to address status updates on a number of projects, as identified on the agenda and any others that members may have questions about. Email correspondence from the last two months regarding the MDOT traffic signal project is attached for reference.

2020-09

CITY OF JONESVILLE
COUNTY OF HILLSDALE
STATE OF MICHIGAN



RESOLUTION – RULES FOR PARTICIPATION IN REMOTE MEETINGS

At a Regular Meeting of the City Council of the City of Jonesville, County of Hillsdale, and State of Michigan, held in the City Hall in said City on the 15th day of April 2020, at 6:30 in the p.m.

PRESENT: Tim Bowman, Brenda Guyse, George Humphries Jr., Delesha Padula, Andy Penrose and Gerry Arno.

ABSENT: Jerry Drake

The following preamble and resolution were offered by Council Member George Humphries Jr. and supported by Council Member Delesha Padula.

WHEREAS, the novel coronavirus (COVID-19) is a respiratory disease that can result in serious illness or death and it is caused by a new strain of virus that has not previously identified in humans and can easily spread from person to person; and

WHEREAS, President Donald Trump has declared a National Emergency, State of Michigan Governor Gretchen Whitmer has declared a state of emergency, and Hilldale County Board of Commissioners Mark Wiley has issued a Declaration of Local Emergency as a result of the COVID-19 outbreak; and

WHEREAS, on March 23, 2020, Governor Whitmer issued Executive Order 2020-21 which suspends all in-person government activities that are not necessary to sustain or protect life; orders individuals living in the State of Michigan to stay at home; and prohibits public and private gatherings of any number of people occurring among persons not part of a single household; and

WHEREAS, on March 18, 2020, Governor Whitmer issued Executive Order 2020-15 which temporarily suspends certain rules and procedures relating to physical presence of members at meetings and hearings of public bodies so as to enable public bodies to continue to conduct public business during the COVID-19 emergency and so as to enable the general public to continue to participate in government decision making without unduly compromising public health, safety, and welfare; and

WHEREAS, to allow the City Council and all other City boards, commissions, and committees (hereinafter referred to collectively as “Public Bodies”) to continue to conduct public business, and to allow the public to attend meetings of the Public Bodies remotely, consistent with and in compliance with Executive Order 2020-15, the Jonesville City Council desires to establish rules to authorize and allow its members and those of other Public Bodies, and members of the public to attend meetings of the Public Bodies by telephone or other electronic means as set forth in this Resolution;

NOW, THEREFORE, BE IT RESOLVED that the Jonesville City Council immediately authorizes its members, members of other Public Bodies, and members of the public to attend all meetings of Public Bodies by telephone or other electronic means and establishes rules as follows:

A. NOTICE OF MEETINGS:

1. For every meeting to be held remotely pursuant to this Resolution, the City Clerk shall post on the homepage of the City’s website in a conspicuous location either

the following information or a link to the following information and also in the window of Jonesville City Hall at 265 E. Chicago Street, Jonesville, MI, the following:

- a. An explanation of the reason why the public body is meeting electronically.
- b. Detailed procedures by which the public may participate in the meeting electronically, including a telephone number, internet address, or both.
- c. Procedures by which persons may contact members of the public body to provide input or ask questions on any business that will come before the public body at the meeting.
- d. Procedures by which persons with disabilities may participate in the meeting.

B. CONDUCT OF THE MEETING:

1. The telephone or other electronic technology utilized for the remote meeting shall permit the members of the Public Body in attendance to hear and be heard by the other members of the Public Body in attendance, and shall permit the participants from the general public to hear the members of the Public Body and be heard by the members of the Public Body and the other participants during a public comment period.
2. A member's remote attendance shall be considered attendance for the purpose of establishing a quorum.
3. Any vote by a member participating remotely pursuant to this resolution shall be counted in the total number of votes for any matter and shall not be held invalid for the reason that it was cast by a member remotely.
4. If any member is participating remotely, all votes on any matter shall be taken by roll call vote.
5. For closed sessions conducted under this policy, each member and authorized attendee of the closed session shall not allow anyone else to hear or view the closed session. All members and authorized attendees of the closed session shall affirm, before the closed session begins, that they are in compliance with this subsection.
6. Emails, texting, or other forms of electronic communication by or between members during the meeting shall not be allowed.

C. ATTENDANCE BY MEMBERS OF THE PUBLIC:

1. Immediately after calling the meeting to order, the City Clerk or other designated facilitator shall ensure that the dial-in number or other means of conducting the meeting remotely is working. If the dial-in number or other means of conducting the meeting remotely is not working, the meeting shall be immediately adjourned by the chair of the meeting without any decision or deliberation on any matter.
2. If any member of the public is attending remotely, each member of the public shall be provided an opportunity to provide public comment during a public comment portion of the agenda pursuant to the rules of the Public Body on public comment. Such opportunity shall be given by the City Clerk or designated facilitator asking each individual who is attending the meeting by telephone other electronic means they have any public comment. If the member of the public is

attending by a remote means that provides a "raise your hand" or other similar tool, then the City Clerk or designated facilitator shall only call on those members of the public who have access to and have used the tool.

3. If any member of the public is attending, and a closed session is called by the Public Body as permitted by the Open Meetings Act, a separate call-in number or other electronic means of remotely participating shall be available for the Public Body to utilize for the closed session that is not available to the public. The City Clerk shall clearly state at what point in the agenda the closed session will occur, the projected length of the closed session, and that the public will not be able to hear the Public Body or provide comment during the closed session. The Public Body shall return to the public meeting following closed session to adjourn the meeting or take other action as necessary.

BE IT FURTHER RESOLVED that this Resolution is intended to establish rules for and authorize participation by remote access by members of City of Jonesville Public Bodies and attendance by remote access by members of the public in the interest of the public health, safety, and welfare during the COVID-19 outbreak while preserving meaningful access to meetings and communication for Public Body members and members of the public, including members of the press and other news media; and

BE IT FURTHER RESOLVED that in the event of a conflict between this Resolution and the Rules of the City Council or other Public Body, the terms of this Resolution shall control; and

BE IT FURTHER RESOLVED that this Resolution shall be effective immediately and shall remain in effect until April 15, 2020 at 11:59 pm or for so long as Executive Order 2020-15 is in effect, whichever is longer.


Upon a roll call vote, the following voted:

AYES: Members: Tim Bowman, Brenda Guyse, George Humphries Jr., Delesha Padula, Andy Penrose and Gerry Arno.

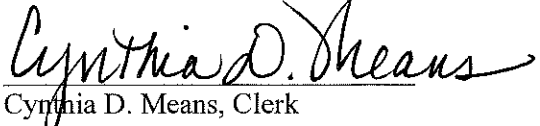
NAYS: Members: None.

ABSENT: Members: Jerry Drake

RESOLUTION DECLARED ADOPTED.


Cynthia D. Means, Clerk

I hereby certify that the foregoing is a true and complete copy of a Resolution adopted by the City Council of the City of Jonesville, County of Hillsdale and State of Michigan at a regular meeting held on the 15th day of April, 2020, and that public notice was given pursuant to Act 267, Public Acts of Michigan, 1976, as amended, including in the case of a special or rescheduled meeting notice by publication or posting at least eighteen (18) hours prior to the time set for the meeting.


Cynthia D. Means, Clerk

FY 2021 BUDGET WORKSHEET FOR CITY OF JONESVILLE

GL NUMBER	DESCRIPTION	ACTIVITY 16-17	ACTIVITY 17-18	ACTIVITY 18-19	BUDGET 19-20	ACTIVITY THRU 12/31/2019	REQUESTED BUDGET	COMMENTS
Fund 248 - DOWNTOWN DEVELOPMENT AUTHORITY								
REVENUES								
248-000-403.000	CURRENT PROPERTY TAX	107,019.88	102,537.93	116,314.09	128,000.00	0.00	128,500.00	
248-000-403.050	PERSONAL PROPERTY TAX	0.00	0.00	0.00	0.00	0.00	0.00	
248-000-403.075	PERSONAL PROPERTY TAX REIMBURSEMENT	10,685.19	16,267.57	16,977.06	17,000.00	15,658.03	15,000.00	
248-000-403.100	CURRENT WINTER TAX/FROM TOWNSHIP	0.00	0.00	0.00	0.00	0.00	0.00	
248-000-403.200	PERSONAL PROPERTY TAX/FROM TOWNSHIP	0.00	0.00	0.00	0.00	0.00	0.00	
248-000-539.000	GRANT FUNDS	0.00	0.00	0.00	0.00	0.00	0.00	
248-000-566.000	MSHDA GRANT - RENTAL REHAB	0.00	0.00	0.00	0.00	0.00	0.00	
248-000-665.000	INTEREST EARNINGS	2,029.61	3,243.78	4,735.54	4,500.00	1,910.58	4,500.00	
248-000-675.000	CONTRIBUTIONS-PRIVATE SOURCES	3,000.00	2,400.00	2,500.00	0.00	0.00	0.00	
248-000-678.000	REIMBURSEMENTS - MISC	0.00	0.00	0.00	0.00	0.00	0.00	
248-000-694.000	OTHER INCOME	0.00	0.00	0.00	0.00	0.00	0.00	
248-000-698.000	BOND PROCEEDS	0.00	0.00	0.00	0.00	0.00	0.00	
TOTAL ESTIMATED REVENUES		122,734.68	124,449.28	140,526.69	149,500.00	17,568.61	148,000.00	
APPROPRIATIONS								
Dept 442-PARKING LOTS								
248-442-702.000	SALARIES AND WAGES	0.00	0.00	0.00	0.00	0.00	0.00	
248-442-702.100	SALARIES AND WAGES - OVERTIME	0.00	0.00	0.00	0.00	0.00	0.00	
248-442-702.200	SALARIES AND WAGES - DOUBLETIME	0.00	0.00	0.00	0.00	0.00	0.00	
248-442-715.000	EMPLOYERS SHARE - FICA & MEDICARE	0.00	0.00	0.00	0.00	0.00	0.00	
248-442-718.000	DISABILITY	0.00	0.00	0.00	0.00	0.00	0.00	
248-442-719.000	EMPLOYERS SHARE - 401	0.00	0.00	0.00	0.00	0.00	0.00	
248-442-721.000	LIFE INSURANCE	0.00	0.00	0.00	0.00	0.00	0.00	
248-442-722.000	EMPLOYEE ASSISTANCE PROGRAM	0.00	0.00	0.00	0.00	0.00	0.00	
248-442-740.000	OPERATING SUPPLIES	0.00	0.00	0.00	0.00	0.00	0.00	
248-442-801.100	PROF SVC - N PARKING LOT	0.00	0.00	0.00	0.00	0.00	0.00	
248-442-818.000	CONTRACTUAL	0.00	0.00	0.00	0.00	0.00	12,500.00	Design South Parking Lot
248-442-818.100	CONTRACTUAL - RELOCATE POWER LINES	0.00	0.00	0.00	0.00	0.00	0.00	
248-442-900.000	PRINTING & PUBLISHING	0.00	0.00	0.00	0.00	0.00	0.00	
248-442-921.000	ELECTRICITY	1,288.34	1,325.25	1,400.55	1,500.00	678.58	1,500.00	
248-442-930.000	REPAIRS & MAINTENANCE	0.00	0.00	0.00	0.00	0.00	0.00	
248-442-940.000	EQUIPMENT RENTAL	0.00	0.00	0.00	0.00	0.00	0.00	
248-442-956.000	MISCELLANEOUS	0.00	0.00	0.00	0.00	0.00	0.00	
248-442-965.100	CONTRIB TO GEN FUND - PARKING LOT M&R	24,500.00	20,015.00	14,000.00	18,415.00	0.00	16,015.00	Equal to Gen Fund expenses
248-442-965.200	CONTRIB TO GEN FUND - PARKING LOT IMPR	0.00	0.00	0.00	0.00	0.00	0.00	
248-442-975.000	ADDITIONS & IMPROVEMENTS	0.00	0.00	0.00	0.00	0.00	0.00	
Totals for dept 442-PARKING LOTS		25,788.34	21,340.25	15,400.55	19,915.00	678.58	30,015.00	Includes sealing S. Parking Lot behind post office
Dept 443-SIDEWALKS								
248-443-702.000	SALARIES AND WAGES	419.55	310.54	380.81	600.00	594.14	600.00	
248-443-702.100	SALARIES AND WAGES - OVERTIME	41.19	0.00	0.00	50.00	0.00	50.00	
248-443-715.000	EMPLOYERS SHARE - FICA & MEDICARE	34.87	23.35	28.34	50.00	43.22	50.00	
248-443-716.000	HEALTH INSURANCE	22.35	24.73	38.79	50.00	114.91	50.00	
248-443-718.000	DISABILITY	4.69	2.74	3.76	5.00	4.39	5.00	
248-443-719.000	EMPLOYERS SHARE - 401	17.36	9.91	20.29	50.00	33.52	50.00	
248-443-721.000	LIFE INSURANCE	2.38	1.73	2.01	3.00	2.89	3.00	

FY 2021 BUDGET WORKSHEET FOR CITY OF JONESVILLE

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248-443-722.000	EMPLOYEE ASSISTANCE PROGRAM	0.34	0.25	0.30	1.00	0.44	1.00	
248-443-723.000	DENTAL INSURANCE	5.98	3.49	6.40	10.00	13.28	10.00	
248-443-724.000	OPTICAL INSURANCE	1.50	0.96	1.27	2.00	2.94	2.00	
248-443-818.000	CONTRACTUAL	0.00	0.00	0.00	0.00	0.00	0.00	
248-443-930.000	REPAIRS & MAINTENANCE	0.00	3,949.40	79.70	200.00	0.00	200.00	
248-443-940.000	EQUIPMENT RENTAL	680.84	517.17	350.24	800.00	221.56	800.00	
Totals for dept 443-SIDEWALKS		1,231.05	4,844.27	911.91	1,821.00	1,031.29	1,821.00	
Dept 729-DEVELOPMENT ACTIVITIES								
248-729-702.000	SALARIES AND WAGES	0.00	0.00	0.00	0.00	0.00	0.00	
248-729-715.000	EMPLOYERS SHARE - FICA & MEDICARE	0.00	0.00	0.00	0.00	0.00	0.00	
248-729-716.000	HEALTH INSURANCE	0.00	0.00	0.00	0.00	0.00	0.00	
248-729-718.000	DISABILITY	0.00	0.00	0.00	0.00	0.00	0.00	
248-729-719.000	EMPLOYERS SHARE - 401	0.00	0.00	0.00	0.00	0.00	0.00	
248-729-721.000	LIFE INSURANCE	0.00	0.00	0.00	0.00	0.00	0.00	
248-729-722.000	EMPLOYEE ASSISTANCE PROGRAM	0.00	0.00	0.00	0.00	0.00	0.00	
248-729-723.000	DENTAL INSURANCE	0.00	0.00	0.00	0.00	0.00	0.00	
248-729-724.000	OPTICAL INSURANCE	0.00	0.00	0.00	0.00	0.00	0.00	
248-729-727.000	OFFICE SUPPLIES	80.45	39.37	69.83	0.00	14.69	0.00	
248-729-740.000	OPERATING SUPPLIES	0.00	0.00	0.00	0.00	0.00	0.00	
248-729-800.000	COMM PROMO-FACADE PROGRAM	0.00	0.00	0.00	0.00	0.00	20,000.00	Amend guidelines to provide 10%
248-729-800.100	COMM PROMO-REVOLVING LOAN FUND	0.00	0.00	0.00	0.00	0.00	0.00	
248-729-800.200	COMM PROMO-MARKETING GRANT	0.00	0.00	0.00	0.00	0.00	0.00	
248-729-800.300	COMMUNITY PROMOTION-BUSINESS RECRUITMEN	0.00	0.00	0.00	0.00	0.00	0.00	
248-729-801.000	PROFESSIONAL SERVICES	0.00	0.00	0.00	0.00	0.00	0.00	
248-729-801.500	PROF SVC - BLUEPRINTS FOR MI DOWNTOWNS	0.00	0.00	0.00	0.00	0.00	0.00	
248-729-818.000	CONTRACTUAL	300.00	0.00	0.00	0.00	0.00	0.00	
248-729-820.000	MEMBERSHIPS/DUES/SUBSCRIPTIONS	395.00	395.00	200.00	200.00	200.00	200.00	MDA membership
248-729-865.000	MILEAGE/TRANS/MEALS/LODGING	0.00	0.00	0.00	0.00	9.16	0.00	
248-729-900.000	PRINTING & PUBLISHING	0.00	195.00	65.25	0.00	0.00	0.00	
248-729-910.000	INSURANCE	440.53	456.44	(2.00)	0.00	0.00	0.00	
248-729-930.000	REPAIRS & MAINTENANCE	0.00	0.00	0.00	0.00	0.00	0.00	
248-729-940.000	EQUIPMENT RENTAL	0.00	0.00	0.00	0.00	0.00	0.00	
248-729-956.000	MISCELLANEOUS	7,779.86	6,029.30	6,000.00	0.00	0.00	0.00	
248-729-960.000	TRAINING & CONFERENCES	0.00	0.00	0.00	0.00	175.00	400.00	
248-729-964.000	TAX REFUNDS AND REBATES	0.00	0.00	0.00	0.00	0.00	0.00	
248-729-965.100	CONTRIB TO WATER CONTRACT PAYMENT	0.00	0.00	0.00	0.00	0.00	0.00	
248-729-965.101	CONTRIB TO GEN FUND-PURCH/IMPR	0.00	0.00	25,113.50	69,473.00	0.00	0.00	Traffic Signal Modernization Project
248-729-965.200	CONTRIB TO GEN FUND	3,000.00	6,000.00	2,700.00	3,615.00	0.00	3,765.00	Rail trail cost reimbursement (60%)
248-729-965.202	CONTRIB TO MAJOR STS -	0.00	0.00	0.00	0.00	0.00	0.00	
248-729-965.300	CONTRIB TO GEN FUND - ADMIN/WAGES	24,663.00	24,700.00	24,700.00	26,501.00	13,250.50	26,501.00	
248-729-965.400	CONTRIB TO GEN FUND - FAST PARK ELEC	0.00	0.00	0.00	0.00	0.00	0.00	
248-729-965.500	CONTRIB TO LOCAL ST	0.00	0.00	0.00	0.00	0.00	0.00	
248-729-965.590	CONTRIB TO SEWER FUND - DEBT	0.00	0.00	0.00	0.00	0.00	0.00	
248-729-965.591	CONTRIB TO WATER FUND - TOWER DEBT	0.00	0.00	0.00	0.00	0.00	0.00	
248-729-974.000	CONSTRUCTION	0.00	0.00	0.00	0.00	0.00	0.00	
Totals for dept 729-DEVELOPMENT ACTIVITIES		36,658.84	37,815.11	58,846.58	99,789.00	13,649.35	50,866.00	
Dept 733-DOWNTOWN/STREETSCAPE								

FY 2021 BUDGET WORKSHEET FOR CITY OF JONESVILLE

GL NUMBER	DESCRIPTION	ACTIVITY 16-17	ACTIVITY 17-18	ACTIVITY 18-19	BUDGET 19-20	ACTIVITY THRU 12/31/2019	REQUESTED BUDGET	COMMENTS
248-733-702.000	SALARIES AND WAGES	5,491.17	5,199.72	4,119.45	5,500.00	972.02	5,500.00	
248-733-702.100	SALARIES AND WAGES - OVERTIME	0.00	0.00	0.00	0.00	0.00	0.00	
248-733-715.000	EMPLOYERS SHARE - FICA & MEDICARE	414.29	394.48	307.83	500.00	71.56	500.00	
248-733-716.000	HEALTH INSURANCE	380.55	143.38	294.89	400.00	172.18	400.00	
248-733-718.000	DISABILITY	46.38	44.65	36.28	50.00	10.82	50.00	
248-733-719.000	EMPLOYERS SHARE - 401	205.06	264.54	235.12	300.00	55.66	300.00	
248-733-721.000	LIFE INSURANCE	27.24	26.28	21.97	30.00	6.25	30.00	
248-733-722.000	EMPLOYEE ASSISTANCE PROGRAM	4.03	3.86	3.22	5.00	0.90	5.00	
248-733-723.000	DENTAL INSURANCE	94.93	78.02	64.38	100.00	24.43	100.00	
248-733-724.000	OPTICAL INSURANCE	24.11	16.13	14.35	25.00	4.93	25.00	
248-733-740.000	OPERATING SUPPLIES	125.00	207.44	161.25	500.00	0.00	500.00	
248-733-818.000	CONTRACTUAL	807.13	711.18	3,374.85	800.00	0.00	10,300.00	Design Streetscape
248-733-818.301	CONTRACTUAL - DPW SEASONAL	943.36	1,363.45	0.00	0.00	0.00	0.00	
248-733-910.000	INSURANCE	143.67	146.28	165.00	150.00	166.00	150.00	
248-733-921.000	ELECTRICITY	4,288.60	5,069.63	5,134.61	5,200.00	2,686.89	5,200.00	
248-733-921.100	ELECTRICITY - CHRISTMAS LIGHTS	1,020.67	1,035.49	962.90	1,100.00	412.02	1,100.00	
248-733-924.000	WATER AND SEWER	782.92	673.62	760.58	800.00	127.63	800.00	
248-733-930.000	REPAIRS & MAINTENANCE	763.87	181.28	312.34	800.00	262.68	800.00	
248-733-930.100	REPAIRS & MAINT - STREET LIGHTS	772.45	598.97	1,071.59	1,000.00	336.46	1,000.00	
248-733-940.000	EQUIPMENT RENTAL	3,518.76	3,230.42	1,815.67	2,700.00	588.72	2,700.00	
248-733-966.000	REHABILITATION RESERVE	0.00	0.00	0.00	0.00	0.00	0.00	
248-733-975.000	ADDITIONS & IMPROVEMENTS	0.00	0.00	0.00	0.00	0.00	0.00	
Totals for dept 733-DOWNTOWN/STREETSCAPE		19,854.19	19,388.82	18,856.28	19,960.00	5,899.15	29,460.00	
Dept 895-PROMOTIONS								
248-895-702.000	SALARIES AND WAGES	4,471.91	5,554.46	4,488.14	5,000.00	2,533.26	5,000.00	
248-895-702.200	SALARIES AND WAGES - DOUBLETIME	0.00	0.00	0.00	0.00	0.00	0.00	
248-895-715.000	EMPLOYERS SHARE - FICA & MEDICARE	336.40	418.07	336.23	400.00	187.63	400.00	
248-895-716.000	HEALTH INSURANCE	268.13	324.37	316.34	350.00	268.54	350.00	
248-895-718.000	DISABILITY	36.94	42.77	36.49	30.00	18.72	30.00	
248-895-719.000	EMPLOYERS SHARE - 401	225.19	303.74	271.24	300.00	155.02	300.00	
248-895-721.000	LIFE INSURANCE	21.74	26.40	21.71	20.00	11.63	20.00	
248-895-722.000	EMPLOYEE ASSISTANCE PROGRAM	3.20	3.87	3.15	5.00	1.69	5.00	
248-895-723.000	DENTAL INSURANCE	82.15	85.54	66.05	50.00	48.81	50.00	
248-895-724.000	OPTICAL INSURANCE	18.87	19.40	15.21	10.00	10.63	10.00	
248-895-818.301	CONTRACTUAL - DPW SEASONAL	162.14	36.85	0.00	0.00	0.00	0.00	
248-895-882.000	DECORATIONS-CHRISTMAS/BANNERS/BOWS	483.48	2,580.34	1,545.56	500.00	874.73	500.00	
248-895-883.000	OTHER-LUMINATE/CELEBRATE/GATHER,ETC	133.00	560.91	168.97	500.00	136.74	500.00	Christmas in Jonesville
248-895-883.100	OTHER - RIVERFEST/JBA/ETC	0.00	0.00	0.00	0.00	0.00	0.00	
248-895-884.000	BEAUTIFICATION-TREES/FLOWERS/PLANTS	0.00	621.62	0.00	300.00	0.00	300.00	Fall Display
248-895-884.100	AMERICA IN BLOOM	0.00	0.00	0.00	0.00	0.00	0.00	
248-895-900.000	PRINTING & PUBLISHING	115.00	50.00	75.00	0.00	0.00	0.00	
248-895-940.000	EQUIPMENT RENTAL	1,064.64	1,069.30	1,324.37	1,100.00	937.80	1,100.00	
Totals for dept 895-PROMOTIONS		7,422.79	11,697.64	8,668.46	8,565.00	5,185.20	8,565.00	
Dept 897-OTHER ACTIVITIES								
248-897-965.301	CONTRIB TO DEBT SERVICE	57,459.00	58,040.00	-	57,900.00	4,950.00	58,064.00	North Parking Lot - 2024 payoff
248-897-969.100	CAAMSHDA - RENTAL REHAB EXPENSES	0.00	0.00					
Totals for dept 897-OTHER ACTIVITIES		57,459.00	58,040.00	-	57,900.00	4,950.00	58,064.00	

FY 2021 BUDGET WORKSHEET FOR CITY OF JONESVILLE

		ACTIVITY	ACTIVITY	ACTIVITY	BUDGET	ACTIVITY THRU	REQUESTED	
GL NUMBER	DESCRIPTION	16-17	17-18	18-19	19-20	12/31/2019	BUDGET	COMMENTS
TOTAL APPROPRIATIONS		148,414.21	153,126.09	102,683.78	207,950.00	31,393.57	178,791.00	
NET OF REVENUES/APPROPRIATIONS - DDA		(25,679.53)	(28,676.81)	37,842.91	(58,450.00)	(13,824.96)	(30,791.00)	

City of Jonesville
Capital Improvement Plan
 PROJECT DESCRIPTION

Project Title	DDA Capital Projects		
Department	Downtown Dev. Auth.	Funding Source	DDA/FG/SG

Fiscal Year	2020-21	2021-22	2022-23	2023-24	2024-25	2025-26
Est. Cost	\$22,000	\$490,000	\$25,000	TBD	TBD	-

Project Description and Location	
<p>The Downtown Development Authority supports certain capital projects that enhance the Downtown and encourage private economic investment. The following is a list of projects that are anticipated over the next several years.</p> <p>FY 2020-21 - \$22,000 – Engineering for US-12/Chicago Street streetscape improvements (\$9,500) and South Parking Lot improvements</p> <p>FY 2021-22 - \$490,000 – US-12/Chicago Street streetscape construction (\$350,000) and South Parking Lot (\$140,000)</p> <p>FY 2022-23 - \$25,000 – Downtown wayfinding signs; may be executed with the streetscape projects</p> <p>FY 2023-24 – TBD – Design of M-99/Olds St. streetscape enhancements (timing subject to MDOT plans for M-99 and availability of grant funds)</p> <p>FY 2024-25 – TBD – North Parking Lot surfacing</p>	

Project Need and Impact	
<p>These projects are intended to promote private investment and improved property values in the Downtown district. The project list will be reviewed on an annual basis and update as needs change and conditions warrant.</p>	

Related Costs and Future Funding Needs	
<p>The streetscape improvements will have ongoing maintenance and upkeep costs. These costs are typically budgeted in the DDA annual operating budget. The DDA is exploring feasibility of refinancing existing debt and pursuing Chicago Streetscape and South Parking Lot improvements while financing interest rates are low. This project may be pursued in FY 2020-21, if deemed feasible.</p>	

City of Jonesville
Capital Improvement Plan
 PROJECT DESCRIPTION

Project Title	Downtown Parking Lot Preventative Maintenance		
Department	Downtown Dev. Auth.	Funding Source	DDA

Fiscal Year	2020-21	2021-22	2022-23	2023-24	2024-25	2025-26
Est. Cost	\$2,500	-	-	-	-	-

Project Description and Location
2020-21 Crack fill, double seal & restripe S. parking lot behind post office.

Project Need and Impact
This is a preventive maintenance project to extend the life of the parking lot surface.

Related Costs and Future Funding Needs
This should be done every 3 years or as needed.

**CITY OF JONESVILLE
2020/21 ESTIMATED YEAR
END FUND BALANCE**

	D.D.A.
Est 19/20 EOY Fund Balance	\$136,731
Budgeted 20/21 Revenue	\$148,000
Budgeted 20/21 Expenditures	(\$178,791)
	<u>\$105,940</u>
Plus Depreciation	
Amendments	
Fund Bal Before Res	<u>\$105,940</u>
Park Reserve	
Expansion Reserve	
Special Projects Reserve	
Infrastructure Impr. Reserve	
Revolving Loan Fund	(\$25,000)
Est 19/20 EOY Fund Balance	<u><u>\$80,940</u></u>

Jeff Gray

From: VanPoppel, Joseph (MDOT) <VanPoppelJ@michigan.gov>
Sent: Tuesday, May 5, 2020 9:03 AM
To: Jeff Gray
Cc: Wallace, Kelby (MDOT)
Subject: RE: New stop light at 12 and 99

Jeff:

Thanks for checking in, no significant update, there are still delays on the second mast arms and the delivery thereof . I received pictures of the sidewalk areas to be addressed in the interim. The contractor and I are working together however, there crews are smaller, material delivery and the shut down has made things difficult to get a good jump on things this spring. We are prepared once things break free and I will keep you informed once I found out something more substantial.

Thanks you, be safe.



Joe Van Poppel
Assistant Delivery Engineer
University Region: Jackson TSC
2750 N. Elm Road
JACKSON, MI 49201
(517) 206-3818 | VanPoppelJ@michigan.gov
 Please consider the environment before printing this email. Thanks!

“Whether therefore you eat, or drink, or whatsoever you do, do all to the glory of God.”
1 Corinthians 10:31

From: Jeff Gray <JGray@jonesville.org>
Sent: Tuesday, May 5, 2020 8:58 AM
To: VanPoppel, Joseph (MDOT) <VanPoppelJ@michigan.gov>; Wallace, Kelby (MDOT) <WallaceK@michigan.gov>
Cc: publicworks <publicworks@jonesville.org>
Subject: RE: New stop light at 12 and 99

CAUTION: This is an External email. Please send suspicious emails to abuse@michigan.gov

Joe/Kelby,

Are there any updates on schedule for the project? I have a meeting with the DDA next week and I know that they will be asking.

Jeff

Jeffrey M. Gray · City Manager
City of Jonesville
265 E. Chicago Street · Jonesville, MI 49250
(517) 849-2104



City of
Jonesville



Be Counted

CENSUS 2020

Hillsdale County Counts

From: VanPoppel, Joseph (MDOT) <VanPoppelJ@michigan.gov>
Sent: Monday, April 13, 2020 9:54 AM
To: Jeff Gray <JGray@jonesville.org>; publicworks <publicworks@jonesville.org>
Cc: Wallace, Kelby (MDOT) <WallaceK@michigan.gov>
Subject: RE: New stop light at 12 and 99

Gentlemen:

I am currently addressing these issues and all other aspects in regards to administering and completing this project. Thank you for your patience and understanding and I greatly appreciate your communication with regards to the your City concerns. I will continue to work directly with the contractor to get all these and any other issues resolved as timely as possible. Feel free to contact me direct at using this email or by my Cell phone listed below.

Thank you and have a safe day!



Joe Van Poppel
 Assistant Delivery Engineer
 University Region: Jackson TSC
 2750 N. Elm Road
 JACKSON, MI 49201
 (517) 206-3818 | VanPoppelJ@michigan.gov
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“Whether therefore you eat, or drink, or whatsoever you do, do all to the glory of God.”
 1 Corinthians 10:31

From: Wallace, Kelby (MDOT) <WallaceK@michigan.gov>
Sent: Monday, April 13, 2020 9:47 AM
To: Jeff Gray <JGray@jonesville.org>
Cc: publicworks <publicworks@jonesville.org>; VanPoppel, Joseph (MDOT) <VanPoppelJ@michigan.gov>
Subject: RE: New stop light at 12 and 99

Jeff,

Thanks for looking into this. J.Ranck already had a plan in place to complete the other signal locations on this project this spring. I've looped in Joe VanPoppel our construction engineer on this project. He can work with you guys directly and figure out the best solution for the planting areas until they are completed in late summer.

I'll also have Joe look into the items below that may have been damaged with our project.

Thanks.

Kelby Wallace, PE
MDOT – Jackson TSC Manager
wallacek@michigan.gov
Cell 517-643-1322

From: Jeff Gray <JGray@jonesville.org>
Sent: Friday, April 3, 2020 4:57 PM
To: Wallace, Kelby (MDOT) <WallaceK@michigan.gov>
Cc: publicworks <publicworks@jonesville.org>
Subject: RE: New stop light at 12 and 99

Kelby,

Following up on our call last week. I talked to Mike Kyser and he agrees with the approach MDOT prefers and we discussed for the installation of new poles at the two affected locations. As we discussed, it would be helpful if the planting areas at the intersections that will not be completed this spring could have the vegetation removed, weed fabric installed and red mulch placed so that they don't become unsightly while we are waiting for the project to finish.

As we discussed, I understand that the other intersections will move forward while we are waiting for delivery of the new poles.

Mike reminded me that there are a few project issues to note, including damage that has taken place during the project to the curbs on the northeast corner of US-12 and M-99/Evans Street and the southwest corner of US-12 and West Street. We also did not put water to our irrigation system last year, due to the project and are concerned that it may have sustained damage during the underground work.

I hope that this provides the information that you requested. If not, or if you have any questions, do not hesitate to contact me. I am working partially from home, so the best number to reach me is my cell: 517-212-0578.

Jeff

Jeffrey M. Gray · City Manager
City of Jonesville
265 E. Chicago Street · Jonesville, MI 49250
(517) 849-2104



From: Wallace, Kelby (MDOT) <WallaceK@michigan.gov>
Sent: Thursday, March 5, 2020 12:27 PM
To: Jeff Gray <JGray@jonesville.org>

Cc: Fossitt, Jason (MDOT) <FossittJ@michigan.gov>; VanPoppel, Joseph (MDOT) <VanPoppelJ@michigan.gov>

Subject: RE: New stop light at 12 and 99

Jeff,

FYI, at the US-12 at Evans/Maumee intersection the contractor made an error on the bolt pattern for two of the mast arm foundations. The foundations were poured with a 26" bolt circle pattern (should have been 24").

Our structures division is reviewing possible solutions. This will delay the installation of the mast arms at this location. The contractor will be paying for the corrective action.

Sorry for the delay and contact me with any questions. Thanks.

Kelby Wallace, PE
MDOT – Jackson TSC Manager
wallacek@michigan.gov
Cell 517-643-1322

From: Jeff Gray <JGray@jonesville.org>
Sent: Friday, January 3, 2020 9:13 AM
To: ozzymkm@yahoo.com
Cc: Wallace, Kelby (MDOT) <WallaceK@michigan.gov>
Subject: RE: New stop light at 12 and 99

Kami,

Thanks for your email and concerns. US-12 and M-99 are both under the jurisdiction of the Michigan Department of Transportation (MDOT). They made the decision to install the new signals. By copy, I am forwarding your concerns to Kelby Wallace. Kelby is the Manager at MDOT's Jackson Transportation Service Center that services this part of the state. Kelby can also be reached by phone at (517) 780-7540.

MDOT has developed brochures and videos to help explain this new signal configuration, which is going to be used more and more around the country. You will find the info at www.michigan.gov/flashingyellowarrow. The City will post links to this information on our Facebook page and website to help provide information about how to approach the intersection. The configuration can be confusing even if you can perceive the colors.

Please reach out to Kelby directly with your concerns or other questions that you have about the project.

Jeff

Jeffrey M. Gray · City Manager
City of Jonesville
265 E. Chicago Street · Jonesville, MI 49250
(517) 849-2104



From: kami osborne <ozzymkm@yahoo.com>
Sent: Thursday, January 2, 2020 7:06 PM
To: Jeff Gray <JGray@jonesville.org>
Subject: New stop light at 12 and 99

Good evening,

I just want to address a concern with the new lights. My husband and I were headed into town the other night. He is color blind and unable to tell whether the lights are red or yellow. The positioning is his only clue but when it's flashing on a 4 position light he can't tell. My brother in law and their cousins also have the same issue. I'm not sure of the solution but it could cause an accident.

Thanks Kami

[Sent from Yahoo Mail on Android](#)