



Regular Meeting Agenda
Owosso DDA/Main Street
Wednesday February 5, 2014, 7:30 a.m.
Owosso City Council Chambers,
301 W Main St.
Owosso, MI 48867

7:30 to 7:40

Call to order and roll call:

Review and approval of agenda: February 5, 2014
Review and approval of minutes: January 15, 2014

Public Comments:

7:40 to 8:00

Committee Updates

- 1) Design
- 2) Economic Restructuring
- 3) Organization
- 4) Promotion

8:00 to 8:30

Items of Business:

- 1) Check Register..... (Resolution)
- 2) Budget Report..... (Discussion)
- 3) Park Street Improvements (Discussion)
- 4) DIG Update (Susan M. and Josh A.)..... (Discussion)
- 5) Wesener Update (Jim D.)..... (Discussion)
- 6) Audit Approval..... (Resolution)

Public Comments:

Board Comments:

Adjournment:

[The City of Owosso will provide necessary reasonable auxiliary aids and services, such as signers for the hearing impaired and audio tapes of printed materials being considered at the meeting, to individuals with disabilities at the meeting/hearing upon 72 hours notice to the City of Owosso. Individuals with disabilities requiring auxiliary aids on services should contact the City of Owosso by writing or calling Amy Kirkland, City Clerk, 301 W. Main St, Owosso, MI 48867 (989) 725-0500 or on the Internet. The City of Owosso Website address is www.ci.owosso.mi.us.]

Board Meeting Minutes
January 2014



REGULAR MEETING MINUTES
OWOSSO DDA / MAIN STREET
Council Chambers, City Hall
January 15, 2014 – 7:30 am.

MEETING CALLED TO ORDER at 7:40 a.m. by Dave Acton.

ROLL CALL was taken by Secretary Alaina Kraus.

MEMBERS PRESENT: Chairman Dave Acton, Authority Members Benjamin Frederick, Bill Gilbert, Lance Omer, Secretary Alaina Kraus, Treasurer James Demis

MEMBERS ABSENT: Authority Members Dawn Gonyou, Ken Cushman, and Meredith Landino,

OTHERS PRESENT: Josh Adams, DDA /Owosso Main Street Manager; Susan Montenegro, City of Owosso; Don Crawford, City of Owosso; Helen Granger, Press; Mark Sedlak, City of Owosso; Randy Chesney, City of Owosso

AGENDA:

MOTION BY AUTHORITY MEMBER DEMIS, SUPPORTED BY AUTHORITY MEMBER KRAUS TO APPROVE THE AGENDA FOR JANUARY 15, 2014.

YEAS ALL. MOTION CARRIED.

MINUTES:

MOTION BY AUTHORITY MEMBER FREDERICK, SUPPORTED BY AUTHORITY MEMBER GILBERT TO APPROVE THE MINUTES WITH MODIFICATION FOR THE MEETING OF DECEMBER 4, 2013.

YEAS ALL. MOTION CARRIED.

PUBLIC / BOARD / STAFF COMMENTS:

None

COMMITTEE UPDATES

1. Design – Authority Member Bill Gilbert

Design will be doing a fundraiser with drinking glass featuring 4 historic buildings – Curwood Castle, Hoddy House, Gould House and Comstock Cabin - at \$8 a glass or all four for \$25. On one side there will be the image and the other side a description. They approached the Historic Commission, who gave their blessing on the venture.

2. Economic Restructuring – Authority Member Omer

Instead of a regular meeting a review was held of the Market Study. There was nothing surprising, but it gives hard documented information. Omer is expecting the full report to be available this month, but will double check this.

This will be discussed further at the Board Retreat later in the day, which will begin at 3 pm at Abiding In The Vine.

3. Organization – Manager Adams

The biggest push right now is working on implementing the IB plan. Adams estimates that 23 students got community service hours as a part of the decorating workplan.

Adams shared about the IB collaboration at the quarterly training, which most of the directions had never heard of. Gilbert asked about kids that had been hired in previous years. Some of these were juveniles who came in to do service while others were Baker students in on grants. There will be investigation done on whether this is possible to repeat.

4. Promotion – Manager Adams

Glow is at over \$1,500 in the green from their fundraisers – ornaments, 5k, sponsorships, etc. – which they will reinvest into lighting. The run needed 60 runners and had 172.

This month the business owners sub-committee and image builders meetings will begin. The business/retail meeting is intended to be a monthly chance to touch base with owners downtown. Part of this is to create opportunities to collaborate on things like sales and cross-promotions. Image Builders is a group of citizens and individuals from organizations focused on telling our story. The meetings will be at 8 am. Business/retail will be the third Thursday of the month (Jan 23rd) and Image Builders will be on the fourth Thursday at the tea room (Jan 30th).

ITEMS OF BUSINESS:

1. CHECK REGISTER APPROVAL.

SEE BOARD ATTACHED CHECK REGISTER

Bronner's and Wintergreen were the best prices for bulbs for Christmas lights. Spartan Irrigation was the big tree in the square. They will also tear down the tree and store the lights. This included the first year purchase of the lights. The Main Street dues were also paid for the year. Refreshments for Owosso Books was from when Michigan Main Street came in

MOTION BY AUTHORITY MEMBER GILBERT, SUPPORTED BY AUTHORITY MEMBER KRAUS TO APPROVE THE CHECK REGISTER FOR DECEMBER 2013 AS PRESENTED. YEAS ALL. MOTION CARRIED.

2. BUDGET REPORT.

The city received their audit from the Rehmann Group. Demis got our audit from them. Currently we have a draft that we are to read through. Demis has already

found some errors that he is contacting them about. We will discuss the audit at the board retreat and review the final version at next month's board meeting. The check for cash flow was received after the documentation for this meeting was printed.

3. PARK STREET IMPROVEMENTS

These are improvements Park Street along the Lebowsky that are part streetscape with the DDA and improvements to the street itself from the city. The eventual plan would be to extend this further out. There would be the loss of 1-2 spots with the bump out to allow load in and out of acts visiting the Lebowsky. The goals of this are to make it walkable, compatible with the American Disabilities Act, and provide for fire safety. It started as just along the Lebowsky, but mushroomed out to this section of street. The completion is planned for April 17th for sidewalks and curbs then resurfacing the street after Memorial Day. Construction would be largely in the latter part of March and the road would be closed during that time. The Lebowsky and Sunnyside would be able to maintain reasonable access during that time. Reports are currently that utilities are good.

This portion of the project is approximately \$66,000 and the resurfacing is estimated to be \$35,000. Final bids are still coming in. Curbing is a part of the street, so the streetscaping be less than the \$66,000.

Adams is going to research the issue of how much more we can borrow and how much is left after the Armory.

If the DDA doesn't participate then the current street and streetscape will most likely be left as they are. This will be resolved at the February 5th meeting with more information on pricing.

PUBLIC / BOARD / STAFF COMMENTS:

Frederick shared that there is a vacancy on the planning committee right now, which he would like a downtown business owner to fill if possible. The Commission is in implementation of the Master Plan

MOTION MADE BY AUTHORITY MEMBER KRAUS, SUPPORTED BY AUTHORITY MEMBER GILBERT TO ADJOURN AT 8:34 AM.
YEAS ALL. MOTION CARRIED.

Alaina Kraus, Secretary

December Check Register
By Check Number



11:43 AM

01/10/14

**Owosso Main Street
Check Register - By Check Number
December 2013**

<u>Num</u>	<u>Date</u>	<u>Name</u>	<u>Memo</u>	<u>Account</u>	<u>Paid Amount</u>
1920	12/05/2013	Joshua Adams	Manager Wa...	Owosso Main Street Checking	
	12/03/2013		Manager Wa...	296-200-999.101 MANAGER WAGES	-2,115.38
TOTAL					-2,115.38
1921	12/05/2013	B&C DJ's and Sound	Laser Light ...	Owosso Main Street Checking	
	12/05/2013		Laser Light s...	296-696-818.000-GLOW	-100.00
TOTAL					-100.00
1922	12/05/2013	DayStarr Communication	Phone forwa...	Owosso Main Street Checking	
	11/21/2013		Phone Forwa...	296-200-728.000 OPER SUPPLIES	-16.43
TOTAL					-16.43
1923	12/05/2013	Wintergreen Corporation	LED Lights f...	Owosso Main Street Checking	
	11/21/2013		LED Lights fo...	296-696-818.000-GLOW	-1,412.83
TOTAL					-1,412.83
1924	12/05/2013	Crooked Tree Nursery	Remaining b...	Owosso Main Street Checking	
	11/07/2013		Remaining b...	296-697-818.000-CHRISTMAS	-2,358.00
TOTAL					-2,358.00
1925	12/05/2013	First Bank Card	Volunteer Gi...	Owosso Main Street Checking	
stmt ...	11/21/2013		Volunteer Gif...	Josh Adams - Owosso Main Street	-452.03
TOTAL					-452.03
1926	12/05/2013	Wintergreen Corporation	LED Lights f...	Owosso Main Street Checking	
	11/21/2013		LED Lights fo...	296-696-818.000-GLOW	-618.39
TOTAL					-618.39
1927	12/05/2013	Argus Press	Print ads for...	Owosso Main Street Checking	
	12/05/2013		Print ads for ...	296-696-818.000-GLOW	-75.60
TOTAL					-75.60
1928	12/05/2013	Bronner's Commercial ...	Replacemen...	Owosso Main Street Checking	
	11/21/2013		Replacement...	296-200-831.000 MAINTENANCE	-249.60
TOTAL					-249.60
1929	12/05/2013	Independent Newspape...	Print ads for...	Owosso Main Street Checking	
	12/05/2013		Print ads for ...	296-696-818.000-GLOW	-62.80
TOTAL					-62.80
1930	12/05/2013	Freed Video Production	Commercial ...	Owosso Main Street Checking	
	11/21/2013		Commercial ...	296-696-818.000-GLOW	-200.00
TOTAL					-200.00

11:43 AM

01/10/14

**Owosso Main Street
Check Register - By Check Number
December 2013**

<u>Num</u>	<u>Date</u>	<u>Name</u>	<u>Memo</u>	<u>Account</u>	<u>Paid Amount</u>
1931	12/05/2013	Spartan Irrigation	Christmas T...	Owosso Main Street Checking	
	10/30/2013		Christmas Tr...	296-696-818.000-GLOW	-920.82
TOTAL					-920.82
1932	12/05/2013	WJSZ-FM "The Castle"	Radio ads fo...	Owosso Main Street Checking	
	12/05/2013		Radio ads for...	296-696-818.000-GLOW	-225.00
TOTAL					-225.00
1933	12/05/2013	Kelly's Refuse	Trash Servic...	Owosso Main Street Checking	
	12/05/2013		Trash Servic...	296-200-831.000 MAINTENANCE	-500.00
TOTAL					-500.00
1934	12/05/2013	Locker Room & Trophy...	Metals and ...	Owosso Main Street Checking	
	12/05/2013		Metals and A...	296-696-818.000-GLOW	-256.38
TOTAL					-256.38
1935	12/19/2013	Joshua Adams	Manager Wa...	Owosso Main Street Checking	
	12/06/2013		Manager Wa...	296-200-999.101 MANAGER WAGES	-2,115.38
TOTAL					-2,115.38
1936	12/19/2013	Hankerd Sportswear		Owosso Main Street Checking	
	12/06/2013		T-shirts for th...	296-696-818.000-GLOW	-1,910.00
	12/06/2013		Main Sponso...	296-696-818.000-GLOW	-72.00
	12/06/2013		Large Billboa...	296-696-818.000-GLOW	-200.00
TOTAL					-2,182.00
1937	12/19/2013	Brooks Innovative Gra...	Logo Develo...	Owosso Main Street Checking	
	12/06/2013		Logo Develo...	296-696-818.000-GLOW	-60.00
TOTAL					-60.00
1938	12/19/2013	Gary Fortin	Horse-draw...	Owosso Main Street Checking	
	12/06/2013		Horse-drawn ...	296-696-818.000-GLOW	-775.00
TOTAL					-775.00
1939	12/19/2013	Hankerd Sportswear	Sponsorshi...	Owosso Main Street Checking	
	12/06/2013		Sponsorship ...	296-696-818.000-GLOW	-40.00
TOTAL					-40.00
1940	12/19/2013	DayStarr Communication	Phone forwa...	Owosso Main Street Checking	
	12/17/2013		Phone forwar...	296-200-728.000 OPER SUPPLIES	-15.16
TOTAL					-15.16

11:43 AM

01/10/14

**Owosso Main Street
Check Register - By Check Number
December 2013**

<u>Num</u>	<u>Date</u>	<u>Name</u>	<u>Memo</u>	<u>Account</u>	<u>Paid Amount</u>
1941	12/19/2013	View Newspapers	Glow Owoss...	Owosso Main Street Checking	
	12/11/2013		Glow Owoss...	296-696-818.000-GLOW	-150.00
TOTAL					-150.00
1942	12/20/2013	National Main Street Ce...	2014 Nation...	Owosso Main Street Checking	
	12/20/2013		2014 Nationa...	296-200-728.000 OPER SUPPLIES	-250.00
TOTAL					-250.00
1943	12/30/2013	Owosso Books LLC	Refreshmen...	Owosso Main Street Checking	
	12/30/2013		Refreshment...	296-200-728.000 OPER SUPPLIES	-53.00
TOTAL					-53.00

January Check Register
By Check Number



**Owosso Main Street
Check Register - By Check Number
January 2014**

<u>Num</u>	<u>Date</u>	<u>Name</u>	<u>Memo</u>	<u>Account</u>	<u>Paid Amount</u>
1944	01/02/2014	Joshua Adams	Manager Wages	Owosso Main Street Checking	
	12/30/2013		Manager Wages for 12/20/...	296-200-999.101 MANAGER WAGES	-2,115.38
TOTAL					-2,115.38
1945	01/02/2014	First Bank Card	Sound Systems Supplies	Owosso Main Street Checking	
Dece...	12/30/2013		Sound Systems Supplies	Josh Adams - Owosso Main Street	-90.47
TOTAL					-90.47
1946	01/17/2014	Joshua Adams	Manager Wages	Owosso Main Street Checking	
	01/10/2014		Manager Wages for 1/3/13 ...	296-200-999.101 MANAGER WAGES	-2,115.38
TOTAL					-2,115.38
1947	01/17/2014	Kelly's Refuse	December Trash Service	Owosso Main Street Checking	
	01/10/2014		Trash Service 12/1-12/31	296-200-831.000 MAINTENANCE	-500.00
TOTAL					-500.00
1948	01/17/2014	Lorraine Weckwert	Christmas Green Supplie...	Owosso Main Street Checking	
	01/10/2014		Christmas Greens Supplies	296-697-818.000-CHRISTMAS	-35.00
TOTAL					-35.00
1949	01/21/2014	Agnew Graphics, Signs...	Design Commitee Drinkin...	Owosso Main Street Checking	
	01/10/2014		Design Commitee Drinking...	296-697-818.000-BED PLANTS	-588.20
TOTAL					-588.20
1950	01/29/2014	Abiding in the Vine Tea...	Business Owners Meetin...	Owosso Main Street Checking	
	01/29/2014		Business Owners Meeting ...	296-200-728.000 OPER SUPPLIES	-75.00
TOTAL					-75.00
1951	01/29/2014	Chemical Bank	Owosso Mainn Street We...	Owosso Main Street Checking	
	01/21/2014		Web Hosting reimbursement	296-200-728.000 OPER SUPPLIES	-71.94
TOTAL					-71.94

11:35 AM

02/03/14

Owosso Main Street
Check Register - By Check Number
January 2014

<u>Num</u>	<u>Date</u>	<u>Name</u>	<u>Memo</u>	<u>Account</u>	<u>Paid Amount</u>
1952	01/29/2014	DayStarr Communication	Phone forwarding servic...	Owosso Main Street Checking	
	01/21/2014		Phone forwarding services ...	296-200-728.000 OPER SUPPLIES	-15.16
TOTAL					-15.16
1953	01/29/2014	Joshua Adams	Manager Wages	Owosso Main Street Checking	
	01/29/2014		Manager Wages for 1/17/1...	296-200-999.101 MANAGER WAGES	-2,115.38
TOTAL					-2,115.38

January Check Register
By Account Number



11:38 AM
02/03/14
Cash Basis

Owosso Main Street Check Register - By Account Number January 2014

Type	Date	Num	Name	Memo	Paid Amount	Balance
Ordinary Income/Expense						
Expense						
DEP 200 GEN SERVICES						
296-200-728.000 OPER SUPPLIES						
Bill	01/29/2014		Chemical Bank	Web Hosting reimbursement	71.94	71.94
Bill	01/29/2014		DayStarr Communication	Phone forwarding services - February	15.16	87.10
Bill	01/29/2014		Abiding in the Vine Tea ...	Business Owners Meeting Breakfast	75.00	162.10
Total 296-200-728.000 OPER SUPPLIES					162.10	162.10
296-200-831.000 MAINTENANCE						
Bill	01/17/2014		Kelly's Refuse	Trash Service 12/1-12/31	500.00	500.00
Total 296-200-831.000 MAINTENANCE					500.00	500.00
296-200-999.101 MANAGER WAGES						
Bill	01/02/2014		Joshua Adams	Manager Wages for 12/20/13 to 1/2/14	2,115.38	2,115.38
Bill	01/17/2014		Joshua Adams	Manager Wages for 1/3/13 to 1/16/13	2,115.38	4,230.76
Bill	01/29/2014		Joshua Adams	Manager Wages for 1/17/14 to 1/30/14	2,115.38	6,346.14
Total 296-200-999.101 MANAGER WAGES					6,346.14	6,346.14
Total DEP 200 GEN SERVICES					7,008.24	7,008.24
DEP 697 DESIGN EXPENSES						
296-697-818.000 DES WK PLNS						
296-697-818.000-CHRISTMAS						
Bill	01/17/2014		Lorraine Weckwert	Christmas Greens Supplies	35.00	35.00
Total 296-697-818.000-CHRISTMAS					35.00	35.00
296-697-818.000-FLOWER PROGRAM						
296-697-818.000-BED PLANTS						
Bill	01/21/2014		Agnew Graphics, Signs, ...	Design Committee Drinking Glass Fundraise...	588.20	588.20
Total 296-697-818.000-BED PLANTS					588.20	588.20
Total 296-697-818.000-FLOWER PROGRAM					588.20	588.20
Total 296-697-818.000 DES WK PLNS					623.20	623.20
Total DEP 697 DESIGN EXPENSES					623.20	623.20
Total Expense					7,631.44	7,631.44
Net Ordinary Income					-7,631.44	-7,631.44
Net Income					-7,631.44	-7,631.44

Budget Report
Year-to-Date



Owosso Main Street
Profit & Loss Budget vs. Actual
 July 2013 through January 2014

Ordinary Income/Expense	<u>Jul '13 - Jan 14</u>	<u>Budget</u>	<u>\$ Over Budget</u>
Income			
296-000-401.403 GEN PROP TAX	27,725.05	27,700.00	25.05
296-000-401.405 TIF	25,000.00	149,300.00	-124,300.00
296-000-671.676 DESIGN INCOME			
296-000-671.676-BIKERACKS	0.00	2,000.00	-2,000.00
296-000-671.676-FLOWER PROGRAM			
296-000-671.676-SPONSOR MAILING	0.00	4,200.00	-4,200.00
296-000-671.676-WALK TOUR MAP	1,000.00	15,000.00	-14,000.00
296-000-671.676-FLOWER PROGRAM - Other	50.00		
Total 296-000-671.676-FLOWER PROGRAM	<u>1,050.00</u>	<u>19,200.00</u>	<u>-18,150.00</u>
296-000-671.676-WAYFINDING	18,300.00	20,000.00	-1,700.00
296-000-671.676 DESIGN INCOME - Other			
Total 296-000-671.676 DESIGN INCOME	<u>19,350.00</u>	<u>41,200.00</u>	<u>-21,850.00</u>
296-000-671.677 ER INCOME			
296-000-671.677-MKTSTUDY	5,500.00	7,500.00	-2,000.00
Total 296-000-671.677 ER INCOME	<u>5,500.00</u>	<u>7,500.00</u>	<u>-2,000.00</u>
296-000-671.678 PRO INCOME			
296-000-671.678-ARTWALK	897.00		
296-000-671.678-GLOW	8,943.00		
Total 296-000-671.678 PRO INCOME	<u>9,840.00</u>		
296-000-671.694 MISC	19.42		
<u>Total Income</u>	<u>87,434.47</u>	<u>225,700.00</u>	<u>-138,265.53</u>

Owosso Main Street
Profit & Loss Budget vs. Actual
July 2013 through January 2014

	<u>Jul '13 - Jan 14</u>	<u>Budget</u>	<u>\$ Over Budget</u>
Expense			
DEP 200 GEN SERVICES			
296-200-728.000 OPER SUPPLIES	1,718.62	2,500.00	-781.38
296-200-818.000 CONTRACT SER	0.00	4,000.00	-4,000.00
296-200-831.000 MAINTENANCE	8,760.91	16,000.00	-7,239.09
296-200-858.000 MEMBER + DUES	0.00	500.00	-500.00
296-200-860.000 ED + TRAINING	311.80	1,400.00	-1,088.20
296-200-999.101 MANAGER WAGES	30,126.30	60,000.00	-29,873.70
Total DEP 200 GEN SERVICES	40,917.63	84,400.00	-43,482.37
DEP 695 ORGANIZATION EXPENSES			
296-695-728.000 OPER SUPPLIES	39.42		
296-695-818.000 ORG WK PLNS			
296-695-818.000-MEMBERSHIP	0.00	500.00	-500.00
296-695-818.000-VOLPARTY	0.00	1,000.00	-1,000.00
296-695-818.000-WEBSITE	104.97		
Total 296-695-818.000 ORG WK PLNS	104.97	1,500.00	-1,395.03
Total DEP 695 ORGANIZATION EXPENSES	144.39	1,500.00	-1,355.61
DEP 696 PROMOTION EXPENSES			
296-696-818.000 PRO WK PLNS			
296-696-818.000-ARTWALK	1,041.67	1,000.00	41.67
296-696-818.000-GLOW	10,367.10	11,000.00	-632.90
Total 296-696-818.000 PRO WK PLNS	11,408.77	12,000.00	-591.23
Total DEP 696 PROMOTION EXPENSES	11,408.77	12,000.00	-591.23
DEP 697 DESIGN EXPENSES			
296-697-818.000 DES WK PLNS			
296-697-818.000-BENCHES	540.00		
296-697-818.000-BIKERACKS	0.00	2,000.00	-2,000.00
296-697-818.000-CHRISTMAS	4,893.00	5,000.00	-107.00
296-697-818.000-FACADE	0.00	2,000.00	-2,000.00
296-697-818.000-FLOWER PROGRAM			
296-697-818.000-BASKETS	0.00	4,800.00	-4,800.00
296-697-818.000-BED PLANTS	2,005.94	7,500.00	-5,494.06
296-697-818.000-IRRIGATION WORK	245.08		
296-697-818.000-MAINT. SUPPLIES	89.97		
296-697-818.000-SPONSOR MAILING	0.00	400.00	-400.00
296-697-818.000-SPONSOR PARTY	0.00	1,000.00	-1,000.00
296-697-818.000-WALK TOUR MAP	17.99	4,000.00	-3,982.01
296-697-818.000-WATERING	1,270.15	6,500.00	-5,229.85
Total 296-697-818.000-FLOWER PROGRAM	3,629.13	24,200.00	-20,570.87
Total 296-697-818.000 DES WK PLNS	9,062.13	33,200.00	-24,137.87
296-697-831.000 MAINTENANCE	27.76		
296-697-974.000-WAYFINDING	18,695.50	20,000.00	-1,304.50
296-697-974.000-WOODARDPLC	276.00		
Total DEP 697 DESIGN EXPENSES	28,061.39	53,200.00	-25,138.61

Owosso Main Street
Profit & Loss Budget vs. Actual
 July 2013 through January 2014

	<u>Jul '13 - Jan 14</u>	<u>Budget</u>	<u>\$ Over Budget</u>
DEP 698 ER EXPENSES			
296-698-818.000 ER WK PLNS			
296-698-818.000-MKTSTUDY	15,000.00	15,000.00	0.00
Total 296-698-818.000 ER WK PLNS	<u>15,000.00</u>	<u>15,000.00</u>	<u>0.00</u>
Total DEP 698 ER EXPENSES	<u>15,000.00</u>	<u>15,000.00</u>	<u>0.00</u>
DEP 901 - CAPITAL OUTLAY			
296-901-965.730 CAPITOL BOWL	0.00	10,000.00	-10,000.00
Total DEP 901 - CAPITAL OUTLAY	<u>0.00</u>	<u>10,000.00</u>	<u>-10,000.00</u>
DEP 966 TRANSFER OUT			
296-966-999.397 SIDEWALK FUND	20,147.50	75,400.00	-55,252.50
Total DEP 966 TRANSFER OUT	<u>20,147.50</u>	<u>75,400.00</u>	<u>-55,252.50</u>
<u>Total Expense</u>	<u>115,679.68</u>	<u>251,500.00</u>	<u>-135,820.32</u>
Net Ordinary Income	-28,245.21	-25,800.00	-2,445.21
Net Income	<u>-28,245.21</u>	<u>-25,800.00</u>	<u>-2,445.21</u>

Pending Payments
As of 2/3/14



**Owosso Main Street
Unpaid Bills Detail
As of February 3, 2014**

<u>Type</u>	<u>Date</u>	<u>Num</u>	<u>Due Date</u>	<u>Aging</u>	<u>Open Balance</u>
City of Owosso					
Bill	10/30/2013		03/13/2014		180.78
Bill	12/05/2013		03/13/2014		759.75
Bill	12/05/2013		03/13/2014		277.03
Bill	12/05/2013		03/13/2014		671.19
Bill	12/06/2013		03/13/2014		889.87
Bill	01/10/2014		03/13/2014		879.64
Bill	01/21/2014		03/13/2014		25,000.00
Bill	01/21/2014		03/13/2014		964.12
Bill	01/21/2014		03/13/2014		171.93
Bill	01/30/2014		03/13/2014		581.56
Total City of Owosso					30,375.87
Kelly's Refuse					
Bill	02/03/2014		02/13/2014		500.00
Total Kelly's Refuse					500.00
LandUse USA					
Bill	01/21/2014		02/27/2014		12,000.00
Total LandUse USA					12,000.00
TOTAL					42,875.87

Account Balance
As of 2/3/14



Owosso Main Street
Checking Account Balance
As of Monday, February 3, 2014

Checking Account = **\$24,820.24**

Park Street Improvement Documentation



Park Street Proposal Costs

Breakdown of winning bid

Total Bid = **\$46,486.00**

Sidewalk, Total Cost = **\$24,035.00**

West Side (Lebowski) Share of Cost = \$16,825.00 (70%)

East Side Share of Cost = \$7,210.00 (30%)

CITY OF OWOSSO BID TABULATION SHEET

DATE 1/21/2014
DEPT. DPW

Page 1 of 3

SUBJECT: 2014 South Park St. Improvements

ITEM #	DESCRIPTION	EST. QTY	UNIT	Black Jack Asphalt Saginaw		Perrin Construction Durand		Sumbera Excavating Owosso	
				UNIT PRICE	TOTAL	UNIT PRICE	TOTAL	UNIT PRICE	TOTAL
1	Sawcutting	350	LFT	\$ 0.50	\$ 175.00	\$ 2.00	\$ 700.00	\$ 3.00	\$ 1,050.00
2	Deep Sawing	565	LFT	\$ 1.00	\$ 565.00	\$ 3.20	\$ 1,808.00	\$ 5.00	\$ 2,825.00
3	Pavement, Remove, Modified	360	SYD	\$ 9.00	\$ 3,240.00	\$ 7.50	\$ 2,700.00	\$ 22.00	\$ 7,920.00
4	Sidewalk, Remove	580	SYD	\$ 9.00	\$ 5,220.00	\$ 4.00	\$ 2,320.00	\$ 10.35	\$ 6,003.00
5	Catch Basin Filter	2	EA	\$ 25.00	\$ 50.00	\$ 125.00	\$ 250.00	\$ 100.00	\$ 200.00
6	Curb & Gutter, Concrete, Detail F-3	555	LFT	\$ 24.00	\$ 13,320.00	\$ 15.00	\$ 8,325.00	\$ 14.00	\$ 7,770.00
7	Concrete Base Course, Non-reinforced, 6 inch	62	SYD	\$ 24.00	\$ 1,488.00	\$ 31.50	\$ 1,953.00	\$ 32.00	\$ 1,984.00
8	Sidewalk, Concrete, 4 inch	5,400	SFT	\$ 2.50	\$ 13,500.00	\$ 2.95	\$ 15,930.00	\$ 2.75	\$ 14,850.00
9	Sidewalk, Concrete, 6 inch	660	SFT	\$ 2.60	\$ 1,716.00	\$ 3.50	\$ 2,310.00	\$ 3.50	\$ 2,310.00
10	Cement	2	TON	\$ 150.00	\$ 300.00	\$ 150.00	\$ 300.00	\$ 633.75	\$ 1,267.50
11	Sidewalk Ramp, ADA, Modified	370	SFT	\$ 3.00	\$ 1,110.00	\$ 5.00	\$ 1,850.00	\$ 3.25	\$ 1,202.50
12	ADA Detectable Warning Surface	25	LFT	\$ 30.00	\$ 750.00	\$ 35.00	\$ 875.00	\$ 60.00	\$ 1,500.00
13	Granular Material, Class II	120	TON	\$ 8.00	\$ 960.00	\$ 11.00	\$ 1,320.00	\$ 4.55	\$ 546.00
14	Aggregate Base, LM, Modified	9	TON	\$ 12.00	\$ 108.00	\$ 50.00	\$ 450.00	\$ 30.00	\$ 270.00
15	Water Valve Adjustment	3	EA	\$ 50.00	\$ 150.00	\$ 95.00	\$ 285.00	\$ 100.00	\$ 300.00
16	Stop Box Adjustment	2	EA	\$ 50.00	\$ 100.00	\$ 80.00	\$ 160.00	\$ 100.00	\$ 200.00
17	Hand Patching	20	TON	\$ 100.00	\$ 2,000.00	\$ 175.00	\$ 3,500.00	\$ 120.00	\$ 2,400.00
18	Traffic Control	1	LSUM	\$ 500.00	\$ 500.00	\$ 1,450.00	\$ 1,450.00	\$ 750.00	\$ 750.00
				TOTAL BID					
				\$	45,252.00	\$	46,486.00	\$	53,348.00

Items #7 & #9 totals on bid submitted do not correspond with calculated totals on bid tab. Also submitted bid Total Bid incorrectly calculated by vendor.

BID PRICING ADJUSTED FOR LOCAL PURCHASING PREFERENCE:

DEPT. Paul A. Seibel
HEAD: Paul A. Seibel
GENERAL LIABILITY INSURANCE EXPIRATION DATE: 9-1-2014

PURCH. Paul A. Seibel
AGENT: Paul A. Seibel
WORKERS COMPENSATION INSURANCE EXPIRATION DATE: 9-1-2014

STAFF Paul A. Seibel
REC: Paul A. Seibel
SOLE PROPRIETORSHIP EXPIRATION DATE: _____

AWARDED: _____
COUNCIL APPROVED: _____
PO NUMBER: _____

CITY OF OWOSSO BID TABULATION SHEET

DATE 1/21/2014
DEPT. DPW

SUBJECT: 2014 South Park St. Improvements

Page 2 of 3

ITEM #	DESCRIPTION	EST. QTY	UNIT	Leavitt & Starck Excavating Ovid		JB Contractors, Inc. Detroit		Goretzki Construction Co., Inc. Milford	
				UNIT PRICE	TOTAL	UNIT PRICE	TOTAL	UNIT PRICE	TOTAL
1	Sawcutting	350	LFT	\$ 2.00	\$ 700.00	\$ 1.85	\$ 647.50	\$ 3.00	\$ 1,050.00
2	Deep Sawing	565	LFT	\$ 4.25	\$ 2,401.25	\$ 5.30	\$ 2,994.50	\$ 3.00	\$ 1,695.00
3	Pavement, Remove, Modified	360	SYD	\$ 18.00	\$ 6,480.00	\$ 9.40	\$ 3,384.00	\$ 19.00	\$ 6,840.00
4	Sidewalk, Remove	580	SYD	\$ 10.00	\$ 5,800.00	\$ 9.00	\$ 5,220.00	\$ 18.00	\$ 10,440.00
5	Catch Basin Filter	2	EA	\$ 250.00	\$ 500.00	\$ 100.00	\$ 200.00	\$ 25.00	\$ 50.00
6	Curb & Gutter, Concrete, Detail F-3	555	LFT	\$ 15.90	\$ 8,824.50	\$ 22.30	\$ 12,376.50	\$ 16.50	\$ 9,157.50
7	Concrete Base Course, Non-reinforced, 6 inch	62	SYD	\$ 26.55	\$ 1,646.10	\$ 36.00	\$ 2,232.00	\$ 30.00	\$ 1,860.00
8	Sidewalk, Concrete, 4 inch	5,400	SFT	\$ 2.79	\$ 15,066.00	\$ 3.35	\$ 18,090.00	\$ 3.25	\$ 17,550.00
9	Sidewalk, Concrete, 6 inch	660	SFT	\$ 3.05	\$ 2,013.00	\$ 4.20	\$ 2,772.00	\$ 4.00	\$ 2,640.00
10	Cement	2	TON	\$ 157.50	\$ 315.00	\$ 130.00	\$ 260.00	\$ 150.00	\$ 300.00
11	Sidewalk Ramp, ADA, Modified	370	SFT	\$ 5.15	\$ 1,905.50	\$ 4.00	\$ 1,480.00	\$ 9.00	\$ 3,330.00
12	ADA Detectable Warning Surface	25	LFT	\$ 35.70	\$ 892.50	\$ 34.00	\$ 850.00	\$ 30.00	\$ 750.00
13	Granular Material, Class II	120	TON	\$ 21.00	\$ 2,520.00	\$ 8.00	\$ 960.00	\$ 30.00	\$ 3,600.00
14	Aggregate Base, LM, Modified	9	TON	\$ 122.75	\$ 1,104.75	\$ 50.00	\$ 450.00	\$ 30.00	\$ 270.00
15	Water Valve Adjustment	3	EA	\$ 350.00	\$ 1,050.00	\$ 100.00	\$ 300.00	\$ 250.00	\$ 750.00
16	Stop Box Adjustment	2	EA	\$ 350.00	\$ 700.00	\$ 100.00	\$ 200.00	\$ 250.00	\$ 500.00
17	Hand Patching	20	TON	\$ 210.00	\$ 4,200.00	\$ 221.00	\$ 4,420.00	\$ 300.00	\$ 6,000.00
18	Traffic Control	1	LSUM	\$ 1,399.40	\$ 1,399.40	\$ 2,500.00	\$ 2,500.00	\$ 2,577.50	\$ 2,577.50
				TOTAL BID				Bidder's calculated bid total	
				\$ 57,518.00	\$ 59,336.50			\$ 69,360.00	
				\$ 60,018.00	\$ 61,836.50			\$ 71,860.00	

BID PRICING ADJUSTED FOR LOCAL PURCHASING PREFERENCE:

CITY OF OWOSSO BID TABULATION SHEET

DATE 1/21/2014
 DEPT. DPW
 Page 3 of 3

SUBJECT: 2014 South Park St. Improvements

ITEM #	DESCRIPTION	EST. QTY	UNIT	Joe Raica Excavating, Inc. Fowlerville		Concrete Construction, Inc. Howell		Carlo Construction, Inc. Rochester Hills	
				UNIT PRICE	TOTAL	UNIT PRICE	TOTAL	UNIT PRICE	TOTAL
1	Sawcutting	350	LFT	\$ 3.00	\$ 1,050.00	\$ 2.50	\$ 875.00	\$ 1.75	\$ 612.50
2	Deep Sawing	565	LFT	\$ 4.00	\$ 2,260.00	\$ 4.20	\$ 2,373.00	\$ 2.75	\$ 1,553.75
3	Pavement, Remove, Modified	360	SYD	\$ 40.00	\$ 14,400.00	\$ 30.00	\$ 10,800.00	\$ 29.30	\$ 10,548.00
4	Sidewalk, Remove	580	SYD	\$ 6.00	\$ 3,480.00	\$ 20.00	\$ 11,600.00	\$ 19.00	\$ 11,020.00
5	Catch Basin Filter	2	EA	\$ 100.00	\$ 200.00	\$ 200.00	\$ 400.00	\$ 95.00	\$ 190.00
6	Curb & Gutter, Concrete, Detail F-3	555	LFT	\$ 20.00	\$ 11,100.00	\$ 25.00	\$ 13,875.00	\$ 39.50	\$ 21,922.50
7	Concrete Base Course, Non-reinforced, 6 inch	62	SYD	\$ 40.00	\$ 2,480.00	\$ 40.00	\$ 2,480.00	\$ 50.00	\$ 3,100.00
8	Sidewalk, Concrete, 4 inch	5,400	SFT	\$ 4.50	\$ 24,300.00	\$ 4.10	\$ 22,140.00	\$ 7.50	\$ 40,500.00
9	Sidewalk, Concrete, 6 inch	660	SFT	\$ 5.50	\$ 3,630.00	\$ 4.60	\$ 3,036.00	\$ 8.00	\$ 5,280.00
10	Cement	2	TON	\$ 200.00	\$ 400.00	\$ 150.00	\$ 300.00	\$ 160.00	\$ 320.00
11	Sidewalk Ramp, ADA, Modified	370	SFT	\$ 7.00	\$ 2,590.00	\$ 6.50	\$ 2,405.00	\$ 7.80	\$ 2,886.00
12	ADA Detectable Warning Surface	25	LFT	\$ 50.00	\$ 1,250.00	\$ 50.00	\$ 1,250.00	\$ 44.00	\$ 1,100.00
13	Granular Material, Class II	120	TON	\$ 40.00	\$ 4,800.00	\$ 18.00	\$ 2,160.00	\$ 19.00	\$ 2,280.00
14	Aggregate Base, LM, Modified	9	TON	\$ 100.00	\$ 900.00	\$ 55.00	\$ 495.00	\$ 55.00	\$ 495.00
15	Water Valve Adjustment	3	EA	\$ 200.00	\$ 600.00	\$ 125.00	\$ 375.00	\$ 300.00	\$ 900.00
16	Stop Box Adjustment	2	EA	\$ 200.00	\$ 400.00	\$ 125.00	\$ 250.00	\$ 250.00	\$ 500.00
17	Hand Patching	20	TON	\$ 150.00	\$ 3,000.00	\$ 220.00	\$ 4,400.00	\$ 250.00	\$ 5,000.00
18	Traffic Control	1	LSUM	\$ 1,700.00	\$ 1,700.00	\$ 3,800.00	\$ 3,800.00	\$ 5,000.00	\$ 5,000.00
TOTAL BID				\$	\$ 78,540.00	\$	\$ 83,014.00	\$	\$ 113,207.75

BID PRICING ADJUSTED FOR LOCAL PURCHASING PREFERENCE:

\$ 81,040.00 \$ 85,514.00 \$ 115,707.75