

**CITY OF OWOSSO
REGULAR MEETING OF THE CITY COUNCIL
MONDAY, SEPTEMBER 18, 2017
7:30 P.M.**

**Meeting to be held at City Hall
301 West Main Street**

AGENDA

OPENING PRAYER:

PLEDGE OF ALLEGIANCE:

ROLL CALL:

APPROVAL OF THE AGENDA:

APPROVAL OF THE MINUTES OF REGULAR MEETING OF SEPTEMBER 5, 2017:

ADDRESSING THE CITY COUNCIL

1. Your comments shall be made during times set aside for that purpose.
2. Stand or raise a hand to indicate that you wish to speak.
3. When recognized, give your name and address and direct your comments and/or questions to any City official in attendance.
4. Each person wishing to address the City Council and/or attending officials shall be afforded one opportunity of up to four (4) minutes duration during the first occasion for citizen comments and questions. Each person shall also be afforded one opportunity of up to three (3) minutes duration during the last occasion provided for citizen comments and questions and one opportunity of up to three (3) minutes duration during each public hearing. Comments made during public hearings shall be relevant to the subject for which the public hearings are held.
5. In addition to the opportunities described above, a citizen may respond to questions posed to him or her by the Mayor or members of the Council, provided members have been granted the floor to pose such questions.

PROCLAMATIONS / SPECIAL PRESENTATIONS

None.

PUBLIC HEARINGS

1. Special Assessment District No. 2018-01 (formerly 2017-02). Conduct a public hearing to receive citizen comment regarding Resolution No. 3 for proposed Special Assessment District No. 2017-02 for Oliver Street from Oak Street to Gould Street (Phase 2) for street reconstruction.

CITIZEN COMMENTS AND QUESTIONS

CITY MANAGER REPORT

CONSENT AGENDA

1. Special Assessment District No. 2018-02. Authorize Resolution No. 1 for Special Assessment District No. 2018-02 for Hanover Street from Harding Avenue to the north end for street resurfacing.
2. Special Assessment District No. 2018-03. Authorize Resolution No. 1 for Special Assessment District No. 2018-03 for Harding Avenue from Chipman Street to Hanover Street for street resurfacing.

3. Special Assessment District No. 2018-04. Authorize Resolution No. 1 for Special Assessment District No. 2018-04 for Howard Street from Washington Street to 150' east of Park Street for street reconstruction.
4. Special Assessment District No. 2018-05. Authorize Resolution No. 1 for Special Assessment District No. 2018-05 for Olmstead Street from West Street to Chipman Street for street resurfacing.
5. Special Assessment District No. 2018-06. Authorize Resolution No. 1 for Special Assessment District No. 2018-06 for Stewart Street from Cedar Street to Shiawassee Street for street resurfacing.
6. Special Assessment District No. 2018-07. Authorize Resolution No. 1 for Special Assessment District No. 2018-07 for Summit Street from Abbott Street to Rubelman Drive for street resurfacing.
7. Special Assessment District No. 2018-08. Authorize Resolution No. 1 for Special Assessment District No. 2018-08 for Williams Street from Shiawassee Street to Washington Street for street resurfacing.
8. Change Order No. 3 (Final) – Cargill/Sonoco Road & Watermain Construction Contract. Approve finalizing Change Order No. 3 to the Cargill/Sonoco Road & Watermain Construction Contract agreeing to final measurements in the amount of (\$172,349.15), reducing the amount of the final contract to \$1,651,690.15.
9. Purchase Authorize – Lawn Mower. Waive competitive bidding requirements and authorize the purchase of one Land Pride AFM 4214 mower under National Joint Powers Alliance Contract No. 0770313-LPI in the amount of \$13,799.00 from Lloyd Miller and Sons, Inc., and further approve payment to the vendor upon satisfactory receipt of the equipment.
10. Bid Award - Screening Unit Insulation Blankets. Approve the low bid from Parson Insulation LLC for the purchase and installation of two insulation blankets for the screening units at the Waste Water Treatment Plant in the amount of \$12,480.00, and further approve payment to the vendor upon satisfactory receipt and installation of the equipment.
11. Warrant No. 550. Authorize Warrant No. 550 as follows:

Vendor	Description	Fund	Amount
William C. Brown, PC	Professional services-8/15/17-9/11/17	General	\$10,151.68
Shiawassee Economic Development Partnership	Annual economic development investment for FY 17/18	Various	\$31,426.00

12. Check Register – August 2017. Affirm check disbursements totaling \$2,084,196.37 for August 2017.

ITEMS OF BUSINESS

None.

COMMUNICATIONS

1. N. Bradley Hissong, Building Official. August 2017 Building Department Report.
2. N. Bradley Hissong Building Official. August 2017 Code Violations Report.
3. Kevin D. Lenkart, Public Safety Director. August 2017 Police Report.
4. Kevin D. Lenkart, Public Safety Director. August 2017 Fire Report.
5. Parks & Recreation Commission. Minutes of August 22, 2017.
6. Planning Commission. Minutes of August 28, 2017.
7. Downtown Development Authority/Main Street. Minutes of September 6, 2017.

CITIZEN COMMENTS AND QUESTIONS

NEXT MEETING

Monday, October 02, 2017

BOARDS AND COMMISSIONS OPENINGS

Board of Review – term expires December 31, 2019
Brownfield Redevelopment Authority/LDFA – term expires June 30, 2018
Brownfield Redevelopment Authority/LDFA – term expires June 30, 2020
Building Board of Appeals - term expires June 30, 2019
Building Board of Appeals – Alternate - term expires June 30, 2018
Historical Commission – term expires December 31, 2019

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 seventy-two (72) hours notice to the City of Owosso. Individuals with disabilities requiring auxiliary aids or services should contact the City of Owosso by writing, calling, or emailing the following: Owosso City Clerk's Office, 301 West Main Street, Owosso, MI 48867; Phone: (989) 725-0500; Email: city.clerk@ci.owosso.mi.us. The City of Owosso Website address is www.ci.owosso.mi.us.



MEMORANDUM

301 W. MAIN ▪ OWOSSO, MICHIGAN 48867-2958 ▪ WWW.CI.OWOSSO.MI.US

DATE: September 13, 2017

TO: Owosso City Council

FROM: Glenn Chinavare, Director of Public Services

SUBJECT: Oliver Street Reconstruction, Phase 2 – Special Assessment Resolution No 3

When deemed necessary, the city conducts a street improvement program. Public streets are selected for inclusion in the program either by citizen initiated petition or by selection of the city. Oliver Street, from Oak Street to Gould Street, is proposed by the city for street reconstruction. Property owners are then specially assessed to cover the cost of the proposed improvement. Past practice has been to assess property owners along the street 40% of the proposed benefit and the remaining 60% to the community at large. Each property owner can pay an assessment in one lump sum or in installments over the multi-year period (the period being determined by the amount of the average assessment).

The special assessment process has five steps, each having its own purpose and accompanying resolution.

Step One/Resolution No. 1 identifies the special assessment district(s), directs the city manager to estimate project costs and the amounts to be specially assessed, and determines the life of the proposed improvements. Resolution No. 1 for the proposed improvement was approved by City Council at its September 6, 2016 meeting.

Step Two/Resolution No. 2 sets the date for the hearing of necessity on the projects. It directs notices to be sent to each affected property owner detailing the proposed project, notifying them of the public hearing date, and the estimated amount of their assessment. Resolution No. 2 for the proposed improvement was approved by City Council at its September 5, 2017 meeting.

Step Three/Resolution No. 3 documents the hearing of necessity. This hearing provides affected residents with the opportunity to comment on whether they feel the project is necessary and of the proper scale. After hearing citizen comment on the project the city council has three options: if they agree that the project should proceed as proposed, the district is established and staff is directed to go on with the next steps of the proposed project, including obtaining bids; if they feel the project should go forward, but with some adjustments they may direct staff to make those adjustments and proceed; if they feel the project is not warranted and should not proceed at all they would simply fail to act on Resolution No. 3, effectively stopping the process. Resolution No.3 for the purpose of hearing public comment will be held in City Council Chambers September 18, 2017.

Step Four/Resolution No. 4 takes place after the bids are received. Estimated assessment amounts are adjusted if necessary to reflect the actual cost as dictated by the bids received. A second public hearing is set to allow property owners to comment on their particular assessment. Each property owner is sent a second notice containing the date and time of the public hearing and the amount of the proposed assessment for their property.

Step Five/Resolution No. 5 documents the second public hearing, finalizes the special assessment roll and sets the terms of payment. This public hearing is designed to allow affected citizens the

opportunity to argue whether or not the amount of their assessment is fair and equitable in relation to the benefit they receive from the project. If, after hearing citizen comment, the council decides adjustments need to be made to the assessment roll they may do so. Alternately, if they feel all the assessments are fair and equitable they may pass the resolution as written.

Tonight the council will be holding a public hearing to receive citizen comments regarding the necessity of the proposed project. At the conclusion of the hearing council will consider approval of Resolution No. 3 authorizing the project to proceed. Residents that would be affected by the project have been sent a notification for the public hearing, a description of the work being proposed, and an estimate of the special assessment for their property.

Staff recommends authorization of Resolution No. 3 for the following district:

**Special Assessment District No. 2018-01 –
Oliver Street, Public Street, from Oak Street to Gould Street**

As a part of Resolution No. 3 Council will be considering the necessity of the project, the following is a list of the work that is proposed:

WATERMAIN RELOCATION; STREET RECONSTRUCTION INCLUDING NEW CURB & GUTTER, NEW CATCH BASINS AND MANHOLES, ADA SIDEWALK RAMPS AT INTERSECTIONS, AND NEW PAVEMENT

RESOLUTION NO.

**ESTABLISHING SPECIAL ASSESSMENT DISTRICT NO. 2018-01
OLIVER STREET, FROM OAK STREET TO GOULD STREET
FOR STREET RECONSTRUCTION**

WHEREAS, the City Council, after due and legal notice, has met and (there being no one to be heard regarding / having heard all persons to be affected by) the proposed public improvement more particularly hereinafter described; and

WHEREAS, the City Council deems it advisable and necessary to proceed with said public improvement as more particularly hereinafter described.

NOW, THEREFORE, BE IT RESOLVED THAT:

1. The City Council hereby determines to make and proceed with the following described public improvement and to defray a part or the whole cost, as more particularly hereinafter provided, by special assessment upon the property specially benefited: Oliver Street, Public Street, from Oak Street to Gould Street
2. The City Council hereby approves the plans for the aforesaid public improvement as prepared and presented by the City Manager and determines the estimated cost of said public improvement to be \$1,214,868.85 and approves said estimated cost and determines that the estimated life of said public improvement is twenty (20) years.
3. The City Council determines that of said total estimated cost, the sum of \$109,530.31 be paid by special assessment upon the property specially benefited, as more particularly hereinafter described.
4. The City Council hereby designates the following described property as the special assessment district upon which the special assessment shall be levied: Oliver Street, Public Street, from Oak Street to Gould Street for street reconstruction.
5. The City Assessor shall prepare a special assessment roll including all lots and parcels of land within the special assessment district herein designated, and the Assessor shall assess to each such lot or parcel of land such relative portion of the whole sum to be levied against all lands in the special assessment district as the benefit to such lot or parcel of land bears to the total benefits to all lands in such district.

When the Assessor shall have completed the assessment roll, he shall file the special assessment roll with the City Clerk for presentation to the City Council.

OLIVER ST. SPECIAL ASSESSMENT ROLL

ENIGINEER'S ESTIMATE		\$328,682.40
CITY SHARE	60%	\$197,209.44
LAND OWNER	40%	\$131,472.96
	TOTAL	\$328,682.40

	TOTAL	COMMERCIAL	NON-COMMERCIAL		
ASSESSABLE FRONT FOOT	2487.22	49.59	2437.63		
FRONT FOOT RATE		COMMERCIAL	NON-COMMERCIAL		
	ASSESSMENT AT	TOTAL ASSESSABLE	FRONT FOOT	ASSESSABLE	TOTAL AMOUNT
	40% 6" RULE	FRONT FEET	RATE	FRONT FEET	OF COMMERCIAL
COMMERCIAL 6"	\$131,427.96	2487.22	\$52.84	49.59	\$2,620.40
	ASSESSMENT AT	TOTAL ASSESSABLE	FRONT FOOT	ASSESSABLE	TOTAL AMOUNT
	40% 6" RULE LESS	FRONT FEET OF	RATE	FRONT FEET	OF NON-COMMERCIAL
	ASSESSMENT AT	NON-COMMERCIAL		OF NON-COMMEI	ASSESSMENT
	40% 4" RULE LESS				
NON-COMMERCIAL 4"	\$106,909.91	2437.63	\$43.86	2,437.63	\$106,909.91
					\$109,530.31
ASSESSMENT AT 40% 6" RULE		\$131,472.40			
ASSESSMENT AT 40% 4" RULE		\$109,530.31			

OWOSSO





MEMORANDUM

301 W. MAIN ▪ OWOSSO, MICHIGAN 48867-2958 ▪ WWW.CI.OWOSSO.MI.US

4DATE: September 13, 2017

TO: Owosso City Council

FROM: Glenn Chinavare, Director of Public Services

SUBJECT: 2018 Street Program – Special Assessment Resolution No. 1

Each year the city considers a street program to improve selected city streets. Streets are selected for inclusion in the program either by citizen initiated petition or by selection by the city. Reconstruction and or resurfacing of these streets is funded in part via special assessment. Special Assessment is the process by which a portion of the cost for making a local improvement is assessed against a property owner based upon the value that the property receives from the improvement. The city assumes the remaining portion of the cost (public benefit portion). In recent years, the city has spread this amount as 60% public benefit and 40% property benefit. The city usually finances special assessments for property owners over a 10, 15, or 20 year period (determined by method of construction) at 6% interest. The property owner can pay an assessment in one lump sum or in installments over the 10, 15, or 20 year period.

The special assessment process has five steps, each having its own purpose and accompanying resolution.

Step One/Resolution No. 1 identifies the proposed special assessment districts, directs the city manager to estimate project costs and the amounts to be specially assessed, and determines the life of the proposed improvements. City Council is scheduled to approve Resolution No.1 at its regular meeting on September 18, 2017.

Step Two/Resolution No. 2 sets the date for the hearing of necessity on the projects. It directs notices to be sent to each affected property owner detailing the proposed project, notifying them of the public hearing date, and the estimated amount of their assessment.

Step Three/Resolution No. 3 documents the hearing of necessity. This hearing provides affected residents with the opportunity to comment on whether they feel the project is necessary and of the proper scale. After hearing citizen comment on the project the city council has three options: If they agree that the project should proceed as proposed, the district is established and staff is directed to go on with the next steps of the proposed project, including obtaining bids; if they feel the project should go forward, but with some adjustments they may direct staff to make those adjustments and proceed; if they feel the project is not warranted and should not proceed at all they would simply fail to act on Resolution No. 3, effectively stopping the process.

Step Four/Resolution No. 4 takes place after the bids are received. Estimated assessment amounts are adjusted if necessary to reflect the actual cost as dictated by the bids received. A second public hearing is set to allow property owners to comment on their particular assessment. Each property owner is sent a second notice containing the date and time of the second public hearing and the amount of the proposed assessment for their property.

Step Five/Resolution No. 5 documents the second public hearing, finalizes the special assessment roll and sets the terms of payment. This public hearing is designed to allow affected citizens the opportunity to argue whether or not the amount of their assessment is fair and equitable in relation to the benefit they receive from the project. If, after hearing citizen comment, the council decides adjustments need to be made to the assessment roll they may do so. Alternately, if they feel all the assessments are fair and equitable they may pass the resolution as written.

Tonight the council will be considering Resolution No. 1 for the proposed district(s) as a part of the Consent Agenda. Because this item simply introduces the proposed district and directs staff to develop estimates it is typically handled without discussion of each individual item.

Staff recommends authorization of Resolution No. 1 for each of the following proposed projects:

Harding Avenue: from Chipman Street to Hanover Street:	street resurfacing
Hanover Street: from Harding Avenue to north end	street resurfacing
Howard Street: from Washington Street to 150' east of Park Street	street reconstruction
Olmstead Street: from West Street to Chipman Street	street resurfacing
Stewart Street: from Cedar Street to Shiawassee Street	street resurfacing
Summit Street: from Abbott Street to Rubelman Drive	street resurfacing
Williams Street: from Shiawassee Street to Washington Street	street resurfacing

Resolution No. 2 will be introduced at a later time when the plans and estimates for this project have been completed.

RESOLUTION NO.

Special Assessment Resolution No. 1 for Hanover Street

Special Assessment District No. [REDACTED] Hanover Street from Harding Avenue to north end

WHEREAS, the City Council of the City of Owosso deems it necessary to acquire and construct the following described improvement:

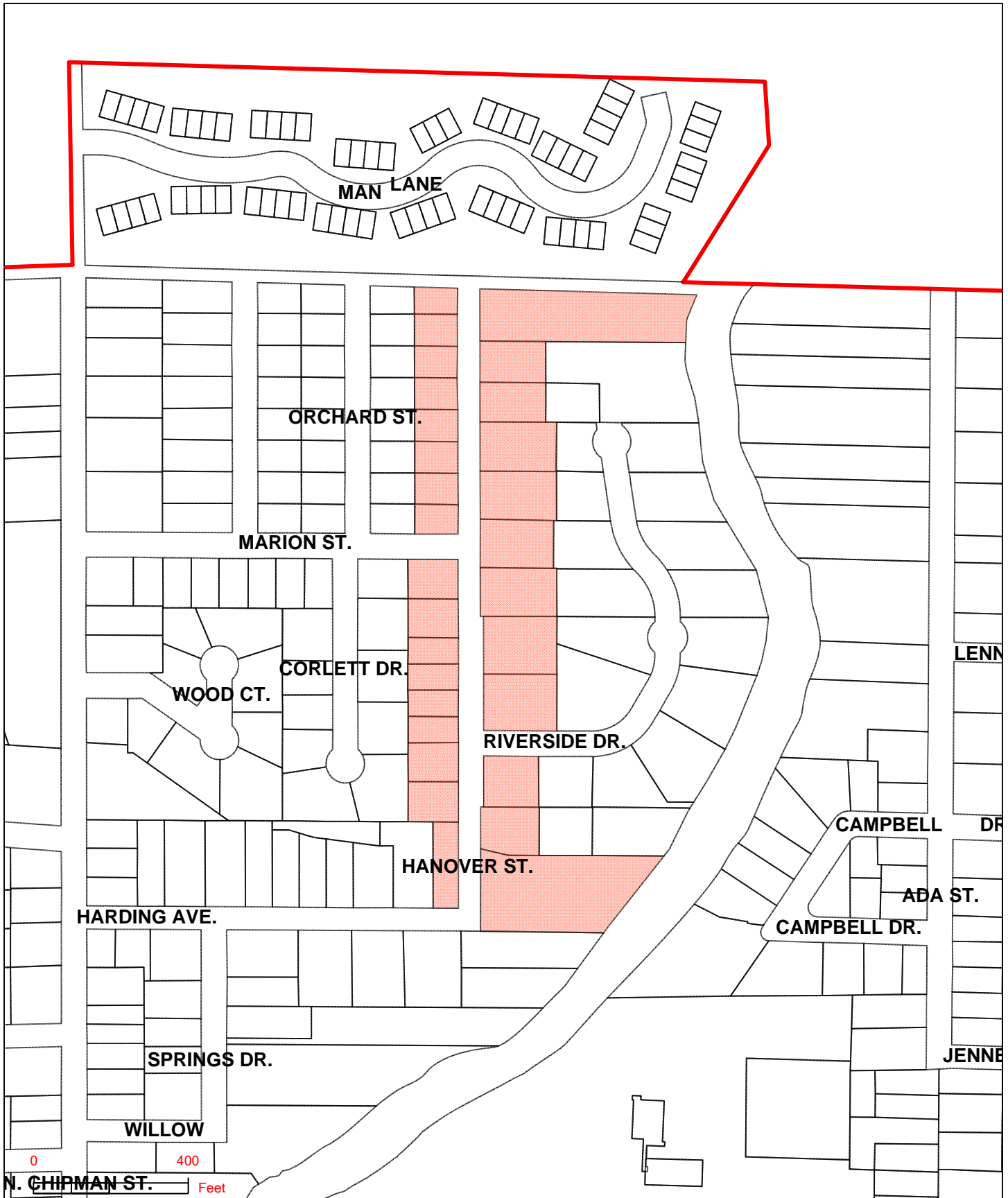
**Hanover Street from Harding Avenue to north end:
Street Resurfacing**

NOW, THEREFORE, BE IT RESOLVED THAT:

1. The matter of making said public improvement is hereby referred to the City Manager, who shall prepare a report thereon, which shall include plans and detailed estimates of the cost thereof and a description of the special assessment district and such other pertinent information as will permit the City Council to decide the cost, extent and necessity of the public improvement and what proportion of the cost should be paid by the City at large.

The City Manager shall present said report to the City Council when same has been prepared.

OWOSSO



HANOVER FROM HARDING TO NORTH END

RESOLUTION NO.

Special Assessment Resolution No. 1 for Harding Avenue

Special Assessment District No. [REDACTED] Harding Avenue from Chipman Street to Hanover Street

WHEREAS, the City Council of the City of Owosso deems it necessary to acquire and construct the following described improvement:

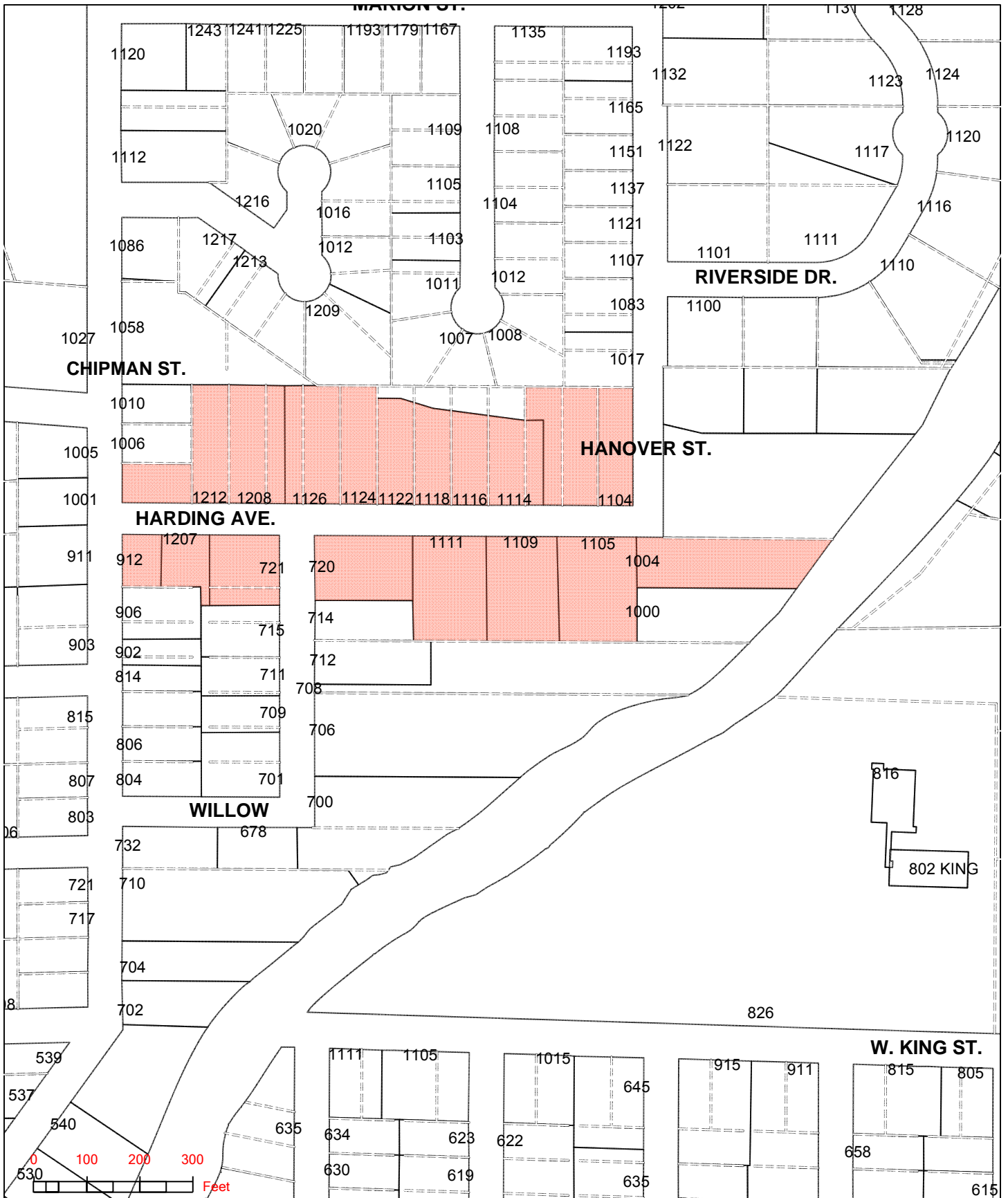
**Harding Avenue from Chipman Street to Hanover Street:
Street Resurfacing**

NOW, THEREFORE, BE IT RESOLVED THAT:

1. The matter of making said public improvement is hereby referred to the City Manager, who shall prepare a report thereon, which shall include plans and detailed estimates of the cost thereof and a description of the special assessment district and such other pertinent information as will permit the City Council to decide the cost, extent and necessity of the public improvement and what proportion of the cost should be paid by the City at large.

The City Manager shall present said report to the City Council when same has been prepared.

OWOSSO



HOWARD FROM CHIPMAN TO HANOVER

RESOLUTION NO.

Special Assessment Resolution No. 1 for Howard Street

Special Assessment District No. [REDACTED] Howard Street from Washington Street to 150' east of Park Street

WHEREAS, the City Council of the City of Owosso deems it necessary to acquire and construct the following described improvement:

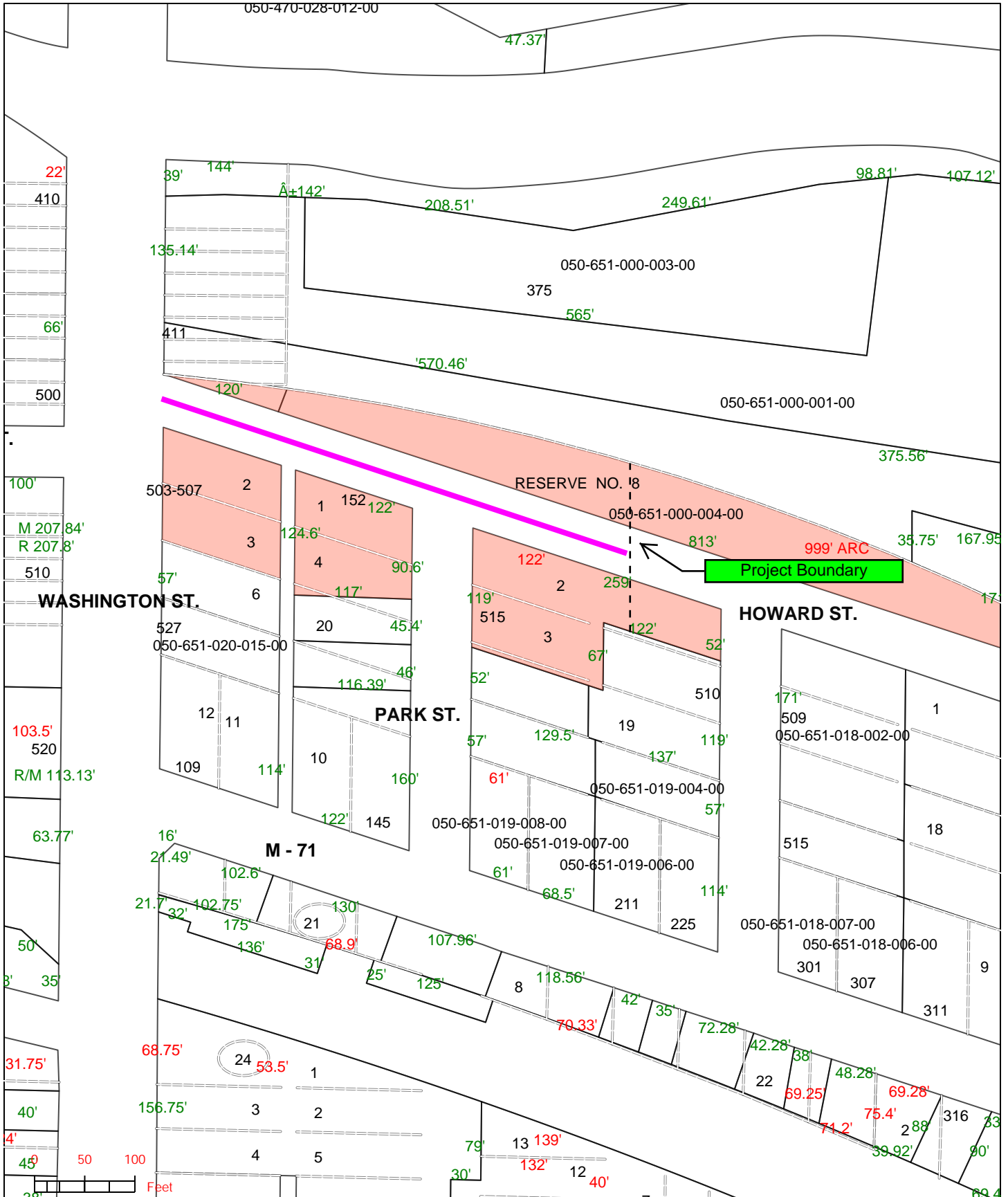
**Howard Street from Washington Street to 150' east of Park Street:
Street Reconstruction**

NOW, THEREFORE, BE IT RESOLVED THAT:

1. The matter of making said public improvement is hereby referred to the City Manager, who shall prepare a report thereon, which shall include plans and detailed estimates of the cost thereof and a description of the special assessment district and such other pertinent information as will permit the City Council to decide the cost, extent and necessity of the public improvement and what proportion of the cost should be paid by the City at large.

The City Manager shall present said report to the City Council when same has been prepared.

OWOSSO



HOWARD FROM WASHINGTON TO 150' EAST OF PARK

RESOLUTION NO.

Special Assessment Resolution No. 1 for Olmstead Street

Special Assessment District No. [REDACTED] Olmstead Street from West Street to Chipman Street

WHEREAS, the City Council of the City of Owosso deems it necessary to acquire and construct the following described improvement:

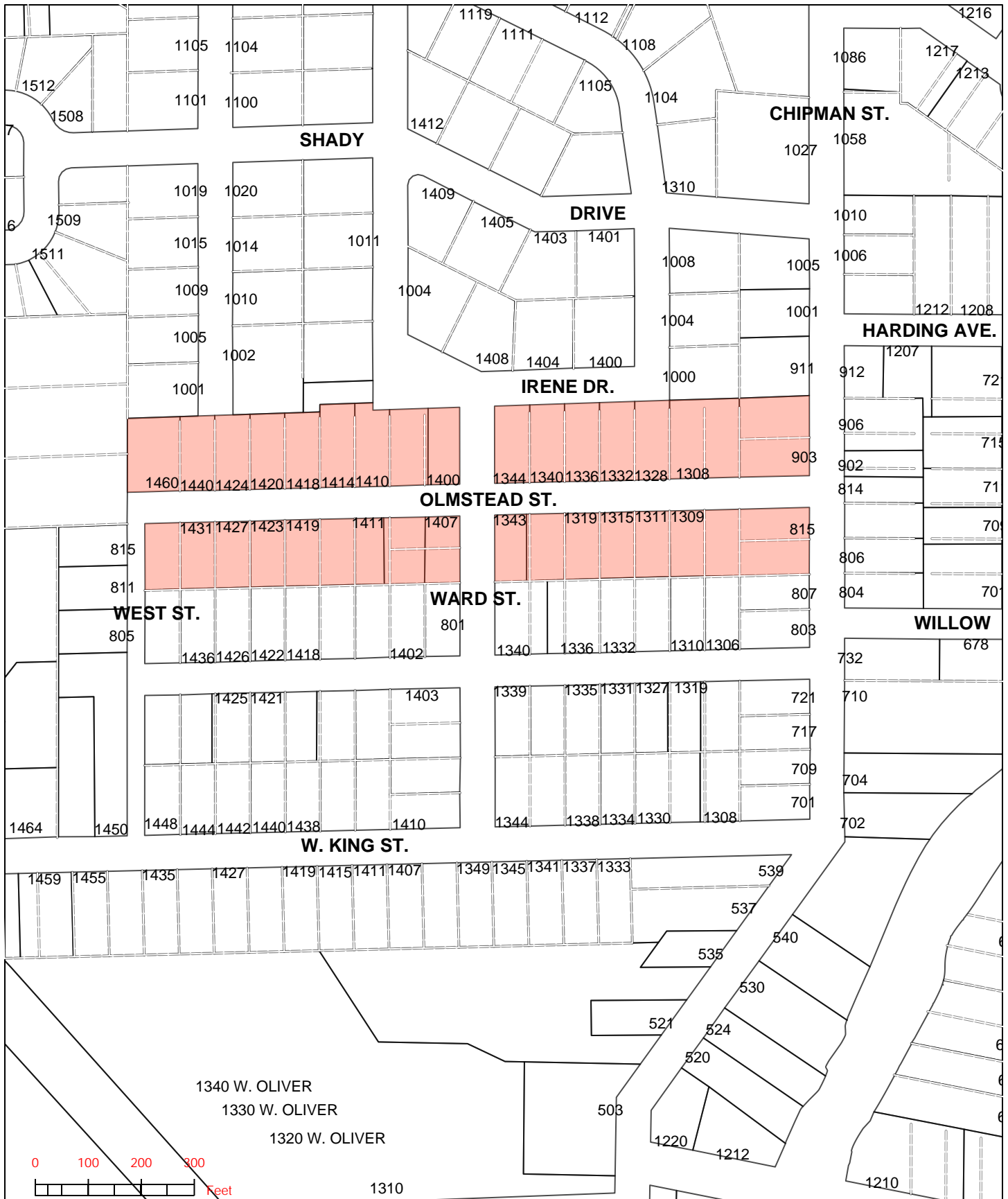
**Olmstead Street from West Street to Chipman Street:
Street Resurfacing**

NOW, THEREFORE, BE IT RESOLVED THAT:

1. The matter of making said public improvement is hereby referred to the City Manager, who shall prepare a report thereon, which shall include plans and detailed estimates of the cost thereof and a description of the special assessment district and such other pertinent information as will permit the City Council to decide the cost, extent and necessity of the public improvement and what proportion of the cost should be paid by the City at large.

The City Manager shall present said report to the City Council when same has been prepared.

OWOSSO



OLMSTEAD FROM WEST TO CHIPMAN

RESOLUTION NO.

Special Assessment Resolution No. 1 for Stewart Street

Special Assessment District No. [REDACTED] Stewart Street from Cedar Street to Shiawassee Street

WHEREAS, the City Council of the City of Owosso deems it necessary to acquire and construct the following described improvement:

**Stewart Street from Cedar Street to Shiawassee Street:
Street Resurfacing**

NOW, THEREFORE, BE IT RESOLVED THAT:

1. The matter of making said public improvement is hereby referred to the City Manager, who shall prepare a report thereon, which shall include plans and detailed estimates of the cost thereof and a description of the special assessment district and such other pertinent information as will permit the City Council to decide the cost, extent and necessity of the public improvement and what proportion of the cost should be paid by the City at large.

The City Manager shall present said report to the City Council when same has been prepared.

OWOSSO



STEWART FROM CEDAR TO SHIAWASSEE

RESOLUTION NO.

Special Assessment Resolution No. 1 for Summit Street

Special Assessment District No. [REDACTED] Summit Street from Abbott Street to Rubelman Drive

WHEREAS, the City Council of the City of Owosso deems it necessary to acquire and construct the following described improvement:

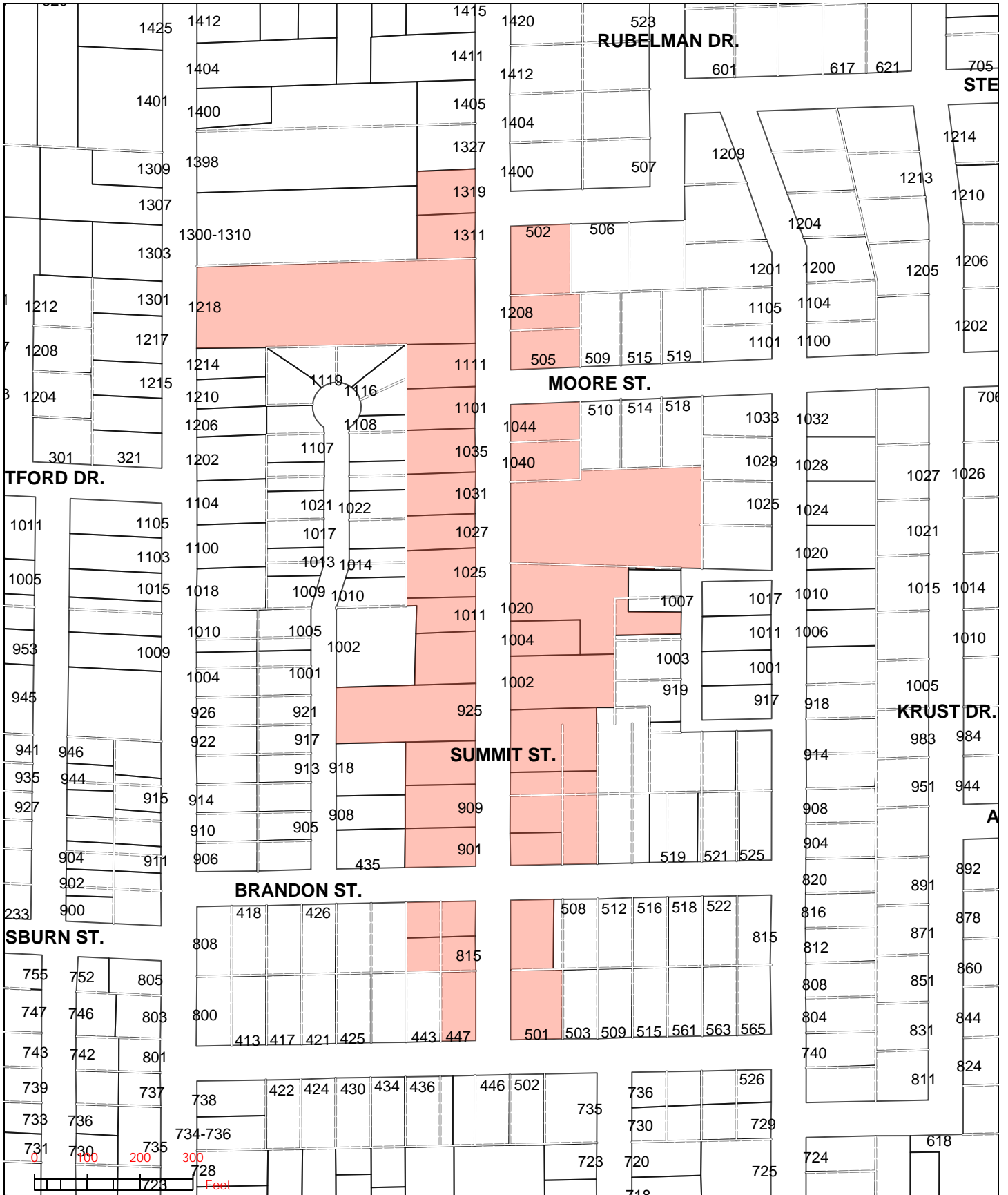
**Summit Street from Abbott Street to Rubelman Drive:
Street Resurfacing**

NOW, THEREFORE, BE IT RESOLVED THAT:

1. The matter of making said public improvement is hereby referred to the City Manager, who shall prepare a report thereon, which shall include plans and detailed estimates of the cost thereof and a description of the special assessment district and such other pertinent information as will permit the City Council to decide the cost, extent and necessity of the public improvement and what proportion of the cost should be paid by the City at large.

The City Manager shall present said report to the City Council when same has been prepared.

OWOSSO



SUMMIT FROM ABBOTT TO RUBELMAN

RESOLUTION NO.

Special Assessment Resolution No. 1 for Williams Street

Special Assessment District No. [REDACTED] Williams Street from Shiawassee Street to Washington Street

WHEREAS, the City Council of the City of Owosso deems it necessary to acquire and construct the following described improvement:

**Williams Street from Shiawassee Street to Washington Street:
Street Resurfacing**

NOW, THEREFORE, BE IT RESOLVED THAT:

1. The matter of making said public improvement is hereby referred to the City Manager, who shall prepare a report thereon, which shall include plans and detailed estimates of the cost thereof and a description of the special assessment district and such other pertinent information as will permit the City Council to decide the cost, extent and necessity of the public improvement and what proportion of the cost should be paid by the City at large.

The City Manager shall present said report to the City Council when same has been prepared.

OWOSSO



WILLIAMS FROM SHIAWASSEE TO WASHINGTON



MEMORANDUM

301 W. MAIN ▪ OWOSSO, MICHIGAN 48867-2958 ▪ WWW.CI.OWOSSO.MI.US

DATE: September 13, 2017

TO: City Council

FROM: Glenn Chinavare, Director of Public Services

SUBJECT: Change Order No. 3-Balancing for Cargill Access Road Project

RECOMMENDATION: It is recommended that City Council approve Change Order No. 3 (Cont. Mod. Number 3) for the Cargill Access Road Contract for a total change amount of (\$172,349.15); a net decrease, revising the original contract price from \$1,824,039.66 to \$1,651,690.15 and approve payments up to the revised total contract price.

BACKGROUND: On August 7, 2017, Council approved Change Order Nos. 1 & 2 for the Cargill Access Road Contract increasing the contract amount to \$1,824,039.66. Enclosed herewith is final Change Order #3 in the amount of (\$172,349.15), a net decrease that, when approved, will revise the total contract price to \$1,651,690.15. Change Order #3 balances work items to final measures as determined in the field. Crawford Contracting, Inc. has agreed to these final measures and pricing for new road, water main, and parking area. Staff recommends approving Change Order #3.

FISCAL IMPACTS: Expenses for changed work items for the Cargill Access Road project shall be paid for from the General Appropriations Account No. 288-901-974.200 (-\$86,913.13) and Water Fund Account Fund Account No. 288-901-972.000 (-\$85,436.02).

ATTACHMENTS: Resolution, Cargill Access Road, Change Order#3
Cont. Mod. Number 3

Document originated by: Glenn Chinavare, Director of Public Services

RESOLUTION NO.

**AUTHORIZING THE APPROVAL OF CHANGE ORDERS #3 (FINAL) FOR
CARGILL ACCESS ROAD PROJECT
WITH CRAWFORD CONTRACTING, INC.**

WHEREAS, the city of Owosso, Shiawassee County, Michigan, approved a contract with Crawford Contracting, Inc. on September 19, 2016 in the amount of \$1,621,311.07 ; and

WHEREAS, Change Order #1 in the amount of \$15,686.30 and Change Order #2 in the amount of \$187,042.29; with total change amount as \$202,728.59 were approved by City Council on August 7, 2017; and

WHEREAS, final quantities have been established for all work performed under this contract and Crawford Contracting, Inc. has agreed to these quantities and pricing as set forth in balancing Change Order #3 as submitted; and

WHEREAS, the work is necessary to complete the project in accordance with agreements between the city of Owosso, MEDC, MDEQ, and other interested parties related to the project.

NOW THEREFORE BE IT RESOLVED by the City Council of the City of Owosso, Shiawassee County, Michigan that:

- FIRST: The City of Owosso has heretofore determined that it is advisable, necessary and in the public interest to amend the contract with Crawford Contracting, Inc. in the amount of (\$172,349.15), decreasing the current contract amount from \$1,824,039.66 to \$1,651,690.51.
- SECOND: The mayor and city clerk are instructed and authorized to sign Change Orders #3 between the City of Owosso and Crawford Contracting, Inc.
- THIRD: The above expenses shall be paid from the General Appropriations General Appropriations Account No. 288-901-974.200 (\$86,913.13) and Water Fund Account Fund Account No. 288-901-972.000 (\$85,436.02).



Contract Modification

8/18/2017 12:37 PM

FieldManager 5.3a

Contract: _0020-16-0020, Cargill Project

Cont. Mod. Number 3	Revision Number 2	Cont. Mod. Date 8/18/2017	Electronic File Created No	Net Change \$-172,349.15	Awarded Contract Amount \$1,658,811.07
Route		Managing Office OHM Advisors		District 0	Entered By Rachyl R Randall
Contract Location Clty of Owosso					

Short Description

Balancing Items

Description of Changes

Increases / Decreases

Item Description	Item Code	Prop. Line	Proj. Line	Project	Catg.	Item Type	Quantity Change	Unit	Unit Price	Dollar Value
_ 1 1/2 inch Copper Service Lead, Type "K", Modified	8237001	0620	0620	0020-16-0020	003	Extra	-35.000	Ft	42.00000	\$-1,470.00
_ 3/4 inch Copper Service Lead - Cat 003	8237001	0490	0490	0020-16-0020	003	Original	-71.000	Ft	35.00000	\$-2,485.00
_ 3/4" Pigtails	8237050	0595	0595	0020-16-0020	003	Extra	-10.000	Ea	100.00000	\$-1,000.00
_ Aggregate Base, 12 inch Modified	3027011	0140	0140	0020-16-0020	001	Original	-157.000	Syd	18.30000	\$-2,873.10
_ Aggregate Base, 12 inch Modified - Cat 005	3027011	0145	0145	0020-16-0020	005	Original	-40.270	Syd	18.30000	\$-736.94
_ Aggregate Base, 9 inch Modified	3027011	0160	0160	0020-16-0020	001	Original	-86.300	Syd	13.31000	\$-1,148.65



Contract Modification

8/18/2017 12:37 PM

FieldManager 5.3a

Increases / Decreases

Item Description	Item Code	Prop. Line	Proj. Line	Project	Catg.	Item Type	Quantity Change	Unit	Unit Price	Dollar Value
_ Connect To Exst Water Main - Cat 003	8237050	0530	0530	0020-16-0020	003	Original	-4.000	Ea	2,500.00000	\$-10,000.00
_ Curb Box, Stop, 1 1/2 inch, Corporation Stop and Connection, Modified	8237050	0625	0625	0020-16-0020	003	Extra	-1.000	Ea	1,400.00000	\$-1,400.00
_ Drainage Structure 60 Inch, AD	4037001	0230	0230	0020-16-0020	001	Original	-2.000	Ft	300.00000	\$-600.00
_ Drainage Structure, 60 inch, CB	4037050	0250	0250	0020-16-0020	001	Original	-2.000	Ea	3,000.00000	\$-6,000.00
_ Drainage Structure, 60 inch, CB	4037050	0255	0255	0020-16-0020	001	Original	1.000	Ea	2,800.00000	\$2,800.00
_ Driveway, Rem - Cat 003	2047011	0070	0070	0020-16-0020	003	Original	-111.550	Syd	5.00000	\$-557.75
_ HMA, Driveway - Cat 003	5017011	0305	0305	0020-16-0020	003	Original	-40.000	Syd	65.00000	\$-2,600.00
_ Material Removal - If Required	2057021	0580	0580	0020-16-0020	001	Original	-500.000	Cyd	75.00000	\$-37,500.00
Reason: Item not used as no material was hauled off site										
_ Pavt, Rem, Modified	2047011	0075	0075	0020-16-0020	001	Original	-85.290	Syd	6.00000	\$-511.74
_ Repair Existing Sewer Service	2037001	0040	0040	0020-16-0020	001	Original	-47.000	Ft	30.00000	\$-1,410.00



Contract Modification

8/18/2017 12:37 PM

FieldManager 5.3a

Increases / Decreases

Item Description	Item Code	Prop. Line	Proj. Line	Project	Catg.	Item Type	Quantity Change	Unit	Unit Price	Dollar Value
_ Sidewalk Ramp, Conc, 4 inch Modified	8037010	0355	0355	0020-16-0020	001	Original	-633.200	Sft	3.50000	\$-2,216.20
_ Sidewalk Ramp, Conc, 4 inch Modified - Cat 003	8037010	0360	0360	0020-16-0020	005	Original	-300.000	Sft	3.50000	\$-1,050.00
_ Sidewalk Ramp, Conc, 6 inch Modified	8037010	0345	0345	0020-16-0020	001	Original	-107.300	Sft	6.20000	\$-665.26
_ Sidewalk Ramp, Conc, 6 inch Modified - Cat 005	8037010	0350	0350	0020-16-0020	005	Original	-28.150	Sft	6.20000	\$-174.53
_ Subgrade Undercut, Type II, Modified	2057021	0100	0100	0020-16-0020	001	Original	-16.940	Cyd	40.00000	\$-677.60
_ Water Main, 4 inch Cut/Plug, Modified - Cat 003	8237050	0560	0560	0020-16-0020	003	Original	-1.000	Ea	700.00000	\$-700.00
_ Water Main, C900 PVC 12 inch Det F - Cat 003	8237001	0495	0495	0020-16-0020	003	Original	-730.000	Ft	45.42000	\$-33,156.60
Reason: Length covered in corresponding water main pay item with Det G as additional sand backfill needed										
_ Water Main, C900 PVC 8 inch Det G - Cat 003	8237001	0505	0505	0020-16-0020	003	Original	-15.000	Ft	54.49000	\$-817.35
_ Water Main, DI 12 inch Det F - Cat 003	8237001	0510	0510	0020-16-0020	003	Original	-447.000	Ft	67.56000	\$-30,199.32
Reason: Length covered in corresponding water main pay item with Det G as additional sand backfill needed										



Contract Modification

8/18/2017 12:37 PM

FieldManager 5.3a

Increases / Decreases

Item Description	Item Code	Prop. Line	Proj. Line	Project	Catg.	Item Type	Quantity Change	Unit	Unit Price	Dollar Value
Cement	6030005	0315	0315	0020-16-0020	001	Original	-5.000	Ton	200.00000	\$-1,000.00
Curb and Gutter, Conc, Det F4	8020038	0325	0325	0020-16-0020	001	Original	-86.700	Ft	12.95000	\$-1,122.77
Curb and Gutter, Rem	2040020	0045	0045	0020-16-0020	001	Original	-4.500	Ft	6.00000	\$-27.00
Detectable Warning Surface	8030010	0335	0335	0020-16-0020	001	Original	-15.000	Ft	32.00000	\$-480.00
Detectable Warning Surface - Cat 005	8030010	0340	0340	0020-16-0020	005	Original	-5.000	Ft	32.00000	\$-160.00
Dr Structure Cover, Type K	4030050	0215	0215	0020-16-0020	001	Original	-1.000	Ea	1,000.00000	\$-1,000.00
Dust Palliative, Applied	8120100	0435	0435	0020-16-0020	001	Original	-5.000	Ton	200.00000	\$-1,000.00
Embankment, CIP	2050010	0085	0085	0020-16-0020	001	Original	-298.550	Cyd	10.00000	\$-2,985.50
Ero Con, Inlet Protection, Fabric Drop	2080020	0105	0105	0020-16-0020	001	Original	-1.000	Ea	100.00000	\$-100.00
Erosion Control, Silt Fence	2080036	0115	0115	0020-16-0020	001	Original	-325.000	Ft	2.00000	\$-650.00



Contract Modification

8/18/2017 12:37 PM

FieldManager 5.3a

Increases / Decreases

Item Description	Item Code	Prop. Line	Proj. Line	Project	Catg.	Item Type	Quantity Change	Unit	Unit Price	Dollar Value
Erosion Control, Silt Fence - Cat 003	2080036	0120	0120	0020-16-0020	003	Original	-275.000	Ft	2.00000	\$-550.00
Hand Patching	5010025	0275	0275	0020-16-0020	001	Original	5.430	Ton	120.00000	\$651.60
HMA, 13A	5010033	0290	0290	0020-16-0020	001	Original	-58.680	Ton	58.12000	\$-3,410.48
HMA, 13A - Cat 005	5010033	0295	0295	0020-16-0020	005	Original	-0.450	Ton	58.12000	\$-26.15
HMA, 2C	5010030	0280	0280	0020-16-0020	001	Original	-50.370	Ton	66.00000	\$-3,324.42
Non Haz Contam Mat'l Handling & Disp, LM	2050031	0095	0095	0020-16-0020	001	Original	-100.000	Cyd	75.00000	\$-7,500.00
Pavt Mrkg, Waterborne, 4 inch, Yellow	8110232	0415	0415	0020-16-0020	001	Original	274.000	Ft	0.75000	\$205.50
Pavt Mrkg, Wtbrn, R Ar,Prk,Lots,4",Blue	8110293	0420	0420	0020-16-0020	001	Original	-15.000	Ft	1.75000	\$-26.25
Pavt Mrkg,Ovly Cold Plastic,24",Stop Bar	8110045	0405	0405	0020-16-0020	001	Original	-1.000	Ft	15.00000	\$-15.00
Post, Mailbox - Cat 003	8070095	0365	0365	0020-16-0020	003	Original	-5.000	Ea	100.00000	\$-500.00



Contract Modification

8/18/2017 12:37 PM

FieldManager 5.3a

Increases / Decreases

Item Description	Item Code	Prop. Line	Proj. Line	Project	Catg.	Item Type	Quantity Change	Unit	Unit Price	Dollar Value
Sewer, Rem, Less than 24 inch	2030015	0035	0035	0020-16-0020	001	Original	-40.000	Ft	23.00000	\$-920.00
Subbase, CIP	3010002	0130	0130	0020-16-0020	001	Original	-499.380	Cyd	15.00000	\$-7,490.70
Subbase, CIP - Cat 005	3010002	0135	0135	0020-16-0020	005	Original	-13.420	Cyd	15.00000	\$-201.30
Underdrain, Subgrade, Open-Graded, 6"	4040083	0270	0270	0020-16-0020	001	Original	-308.000	Ft	11.58000	\$-3,566.64

Total Dollar Value: \$-172,349.15

Project / Category Summary

Project/Catg	Project/Category Description	Federal Number	Project Status	Finance System	Control Section	Dollar Value
0020-16-0020	City of Owosso - Cargill Project	0	CNST			
001	Road and Sewer					\$-84,564.21
003	Watermain Items					\$-85,436.02
005	Parking					\$-2,348.92

Total: \$-172,349.15

Total Net Change Amount: \$-172,349.15



Contract Modification

8/18/2017 12:37 PM
FieldManager 5.3a

If authorized, the contractor agrees to do the work outlined above under the direction of the Engineer, and to accept as payment in full the basis of payment as indicated. Prime Contractor, you are authorized and instructed as the contractor to do the work described herein in accordance with the terms of your contract.

Prime Contractor: Crawford Contracting, Inc. _____ Signature Date	Recommended by Construction Engineer: _____ Signature Date
Prepared by Project Engineer: Andrew Van Wormer _____ Signature Date	Authorized by Managing Office Manager: _____ Signature Date
Prepared by Consultant Project Manager: _____ Signature Date	Authorized by Region Construction Engineer: _____ Signature Date
Recommended by Local Agency: City of Owosso _____ Signature Date	Authorized by Bureau of Field Services: _____ Signature Date
Authorized by Airport Sponsor: _____ Signature Date	Authorized by Airports Division: _____ Signature Date
FEDERAL PARTICIPATION - ACTION BY F.H.W.A.	
___ Approved ___ Not Eligible ___ See Letter Dated _____	_____ (Signature) (Date)
FEDERAL PARTICIPATION - ACTION BY F.A.A.	
___ Approved ___ Not Eligible ___ See Letter Dated _____	_____ (Signature) (Date)



MEMORANDUM

301 W MAIN ▪ OWOSSO, MICHIGAN 48867-2958 ▪ WWW.CI.OWOSSO.MI.US

DATE: September 14, 2017
TO: Owosso City Council
FROM: Glenn Chinavare, Director of Public Services
SUBJECT: Public Works AFM - All Flex Mower purchase

RECOMMENDATION:

Waiver of the competitive bid process, and approval to purchase of one Land Pride AFM 4214 mower under the National Joint Powers Alliance (NJPA) Contract No. 0770313-LPI, from Lloyd Miller & Sons of Corunna, Michigan,

BACKGROUND:

Owosso City Ordinance section 2-345(3) exception to competitive bidding states: Where the council shall determine that the public interest will best be served by joint purchase with, or purchase from, another unit of government.

NJPA creates national cooperative contract purchasing solutions on behalf of its member agencies which include all government, education and non-profit agencies nationwide and in Canada. These cooperative contract opportunities offer both time and money savings for their users by consolidating the efforts of numerous individually prepared solicitations to one national, cooperatively shared process. This process leverages the aggregation of volume from members nationwide. Eligible members include any unit of municipal government, schools, and other non-profit agencies nationwide.

The City of Owosso is a member of NFPA, and has made use of their contracts for equipment and materials in the past. Lloyd Miller & Sons of Corunna, Michigan is an authorized dealer for Land Pride Equipment.

This replacement mower is used daily throughout the spring, summer and fall, maintaining all of the city parks and properties. The mower being replaced was placed in service during 2005 and is beyond economical repair.

MiDeal State of Michigan Contracts were reviewed for competitive/similar pricing, with no success.

FISCAL IMPACTS:

Payment for this mower will come from the following account:

661-901-979-000	Equipment COL	\$13,799.00
-----------------	---------------	-------------

Attachments: (1) Resolution
(2) Lloyd Miller & Sons Quote
(3) NFPA Contract

RESOLUTION NO.

**AUTHORIZING PURCHASE AGREEMENT WITH
LLOYD MILLER AND SONS, INC. FOR PROCUREMENT OF ONE LAND PRIDE MOWER
MODEL AFM 4214 FOR USE AT THE DEPARTMENT OF PUBLIC WORKS**

WHEREAS, the City of Owosso, Shiawassee County, Michigan, has budgeted from the Public Works Replacement Fund for the replacement of a grass mower, and

WHEREAS, the existing 2005 mower unit is beyond economical repair, and requires replacement with similar size equipment as a sole source procurement from Lloyd Miller and Sons, Inc. utilizing the National Joint Powers Alliance (NJPA) competitive pricing Contract No. 0770313-LPI in the amount of \$13,799.00; and

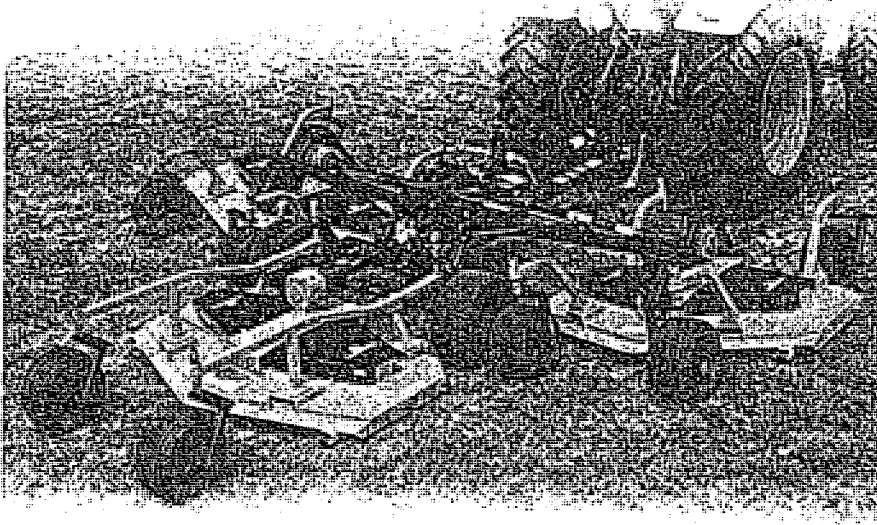
WHEREAS, the City Public Services Director has reviewed the equipment on the NJPA contract as quoted by Lloyd Miller and Sons, Inc., and recommends authorizing a purchase agreement between the city of Owosso and Lloyd Miller and Sons, Inc. for acquisition of the Land Pride Mower Model AFM 4214.

NOW THEREFORE BE IT RESOLVED by the City Council of the City of Owosso, Shiawassee County, Michigan that:

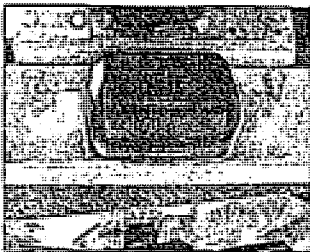
- FIRST: The city of Owosso has heretofore determined that it is advisable, necessary and in the public interest to contract with Lloyd Miller and Sons, Inc. of Corunna, Michigan for the purchase of one Land Pride Mower Model AFM 4214 for use at the Department of Public Works.
- SECOND: The accounts payable department is authorized to submit payment to Lloyd Miller and Sons, Inc. in an amount not to exceed \$13,799.00. .
- THIRD: The above expenses shall be paid from account no. 661-901-979.000.

Get the results you deserve!

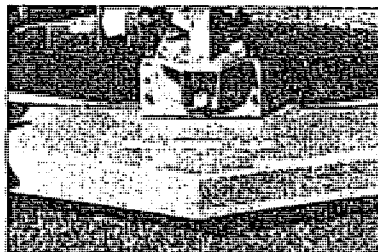
The AFM is perfect for golf course maintenance, large estates, city recreation areas and sports fields. Sleek enough to get under trees and agile enough to turn on a dime, the AFM Series is just right for all around maintenance. And the quality of cut is the best feature of all.



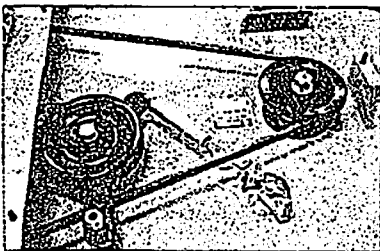
- Wings automatically lock for safe transport, release with pull rope or optional hydraulics
- Single B-section belt per deck with spring-loaded belt tensioner
- Rear discharge without chains. Chains collect moist grass and drop it in unsightly clumps
- Wing decks discharge clippings away from the rear deck
- Wing deck rear wheels are non-castering; helps hold mower on slopes
- Single beam hitch and generous deck overlap virtually eliminate skipping in "zero-turn" situations



Anti-scalp rollers on nose and trailing edges of decks protect the deck as well as the turf.



Low deck pivot allows for greater side to side flotation on the wing decks.



Over center release easily takes tension off the drive belts during extended off time, or for belt replacement.



Optional Hydraulic Wing Unlock allows user to unlock the wings from the tractor seat.

	AFM4214	AFM4216
Horsepower	40-70 HP	
Hitch	Pull-Type, Adjustable Clevis & Safety Tow Chain	
Working Width (cm)	14' (427)	16' 8" (508)
Overall Width	14' 3"	16' 10"
Transport Width	6' 8"	8' 10"
Positive Tongue Wt - lb	540	580
Weight - lb (kg) (w/15" tires)	3600 (1361)	3315 (1504)
Cutting Height	3/4" - 5-1/4" in 1/4" incr.	
Wing Cylinders	2-1/2" x 12"	
Rear Deck Cylinder	2-1/2" x 8"	
Gearbox	5-40 RPM, 3 Wing, 1 Splitter	
Decks: 3 each	60"	72"
Deck Thickness	3/16"	
Deck Overlap	6"	8"
Deck Spindle Housing	Cast Iron Greaseable Hubs	
Blade Size	5/16" x 2-1/2" x 20-29/32"	5/16" x 2-1/2" x 25"
Blade Overlap	1-1/4"	
Blade Tip Speed	18,396 fpm	18,340 fpm
Blade Bearings	Greaseable Ball Bearings	
Blade Spindles	1-3/8" Stressproof [®] Shaft	
Blade Spindle RPM	3,362 RPM	2,802 RPM
Drive Train	540 RPM B-section V Belt	
Discharge	Rear	
Deck Tires - 10 total	15 x 6.6 Air Tire, Sealant or 18 x 9.5 Air Tire, Sealant	
Deck Wheel Spindles	1-1/4" w/Nylon Bushings	
Transport Tires and Bearing	23 x 10.5, Sealant Tapered Bearings	
Anti-Scalp Roller	Front Center and Outside Deck Corners	
Input Driveline	Cat. 4 CV w/Slip-Clutch	
Deck Driveline	Cat. 3	
Mowing capacity @2mph	3.39 Acres/hr	4.0 Acres/hr
@4mph	6.78 Acres/hr	8.1 Acres/hr
@6mph	10.17 Acres/hr	12.1 Acres/hr
Flex-Wings	23" L-R, 22" F-B	
Flex Center	10" L-R, 22" F-B	

*See dealer for complete warranty information.

Color Options: 



SITEMOV

**Letter of Agreement
To Extend the Contract**

Between

Land Pride, a Division of Great Plains Manufacturing, Inc. (Vendor)
1525 E. North Street
Salina, KS 67401

And

National Joint Powers Alliance® (NJPA)
202 12th Street NE
Staples, MN 56479
Phone: (218) 894-1930

The Vendor and NJPA have entered into an Agreement (Contract #070313-LPI) for the procurement of Grounds Maintenance with Related Equipment, Accessories and Supplies This Agreement has an expiration date of August 20, 2017, but the parties may extend the Agreement for one additional year by mutual consent.

The parties acknowledge that extending the Agreement for another year benefits the Vendor, NJPA and NJPA's Members. The Vendor and NJPA therefore agree to extend the Agreement listed above. This existing Agreement will terminate on November 20, 2017.* All other terms and conditions of the Agreement remain in force.

National Joint Powers Alliance® (NJPA)

By: Jeremy Schwartz, Its: **Director of Cooperative
Contracts & Procurement/CPO**

Name printed or typed: Jeremy Schwartz

Date

8-22-17

Land Pride, a Division of Great Plains Manufacturing, Inc.

By: Troy L. Olson, Its: **NATIONAL ACCTS. MGR.**

Name printed or typed:

TROY L. OLSON

Date

8-13-17

*3 month extension by mutual agreement



MEMORANDUM

301 W. MAIN ▪ OWOSSO, MICHIGAN 48867-2958 ▪ WWW.CI.OWOSSO.MI.US

DATE: September 14, 2017
TO: City Council
FROM: Glenn M. Chinavare, Utility Director
SUBJECT: Screening Unit Insulation Blanket

RECOMMENDATION:

Authorization to purchase two (2) Insulation Blankets from Parsons Insulation LLC of Midland, Michigan for use at the Wastewater Treatment Facility.

BACKGROUND:

The wastewater treatment plant utilizes two screening units (one for each primary clarifier) to capture inorganic waste water material entering the physical treatment plant processes. During winter months the screening unit in service can freeze during extreme cold temperatures, causing excessive maintenance requirements, and interfering with the screening capture process.

Three quotes for this covering were solicited by project engineering consultant C2ae as the best known sources for this type of equipment. Quotes received are:

-Parsons Insulation of Midland, MI	\$12,480.00
-Fit Tight Covers of Evansville, IN	\$12,750.00
-Blanket Pro Insulation of Midland, MI	\$14,912.85

Installation of the covers will be performed by Parsons. This additional service was not offered by the other two vendors.

FISCAL IMPACTS:

Payment in the amount of \$12,480.00 will be provided from the FY2017-2018 Wastewater Replacement fund 599-901-977.000.

Document originated by:

Glenn M. Chinavare, Director of Public Services & Utilities

Attachment: (1) Resolution
(2) Quotes
(3) C2ae Recommendation

RESOLUTION NO.

**AUTHORIZING PURCHASE OF TWO SCREENING INSULATION COVERS
FROM PARSONS INSULATION, LLC
FOR USE AT THE WASTEWATER TREATMENT PLANT**

WHEREAS, the City of Owosso, Shiawassee County, Michigan, has budgeted from the Wastewater Plant Replacement Fund for the replacement of two Screening Insulation Covers, and

WHEREAS, the existing newly installed Screening Units do not have protective covers for use during extreme cold weather operations, and it is determined that such covers will provide protection, sustained operability, and longevity of the Screening Units, and

WHEREAS, the City Director of Public Services & Utilities has reviewed the quotes solicited and provided by the project engineering consultant, C2ae, and concurs with the recommendation of C2ae to procure the protective covers from Parsons Insulation LLC.

NOW THEREFORE BE IT RESOLVED by the City Council of the City of Owosso, Shiawassee County, Michigan that:

- FIRST: The city of Owosso has heretofore determined that it is advisable, necessary and in the public interest to contract with Parsons Insulation LLC of Midland, Michigan for the purchase of two Insulation Covers for use at the Wastewater Treatment Plant.
- SECOND: The accounts payable department is authorized to submit payment to Parsons Insulation LLC in the amount not to exceed \$12,480.00 upon delivery and installation.
- THIRD: The above expenses shall be paid from account no. 599-901-977.000.



1401 E Maryland Street ■ Evansville, IN 47711 ■ 812-492-3370

Proposal

97-726

August 24, 2017

TO: Tim Guysky
Owosso WWTP
Owosso, MI

RE: **Screening Units**

We propose this lump sum quotation to provide material and labor for the referenced project in accordance with your email and the clarifications listed here.

SCOPE OF WORK: Fabrication and Sale of Removable Insulation Covers

PRICE:

Description	Quantity	Price Each	Total
North Screening Unit	1	\$5,875.00	\$5,875.00
South Screening Unit	1	\$5,875.00	\$5,875.00
Field Measuring Services	1	\$1,000.00	\$1,000.00
Total Price:			\$12,750.00

SPECIFICATIONS:

1. Jacket and Liner: Teflon Impregnated 16.5 oz. fiberglass fabric
2. Insulation to be 2 layers of 1" L-3.7 Uutilicore.
3. Securement to be 2" wide Nylon Velcro, stainless steel D-rings with straps and sewn with Kevlar/SS thread.

CLARIFICATIONS:

1. Shipping cost to be determined. Customer may choose to take responsibility for shipping, or Fit Tight Covers can handle shipping and then charge customer.
2. Sales tax will be added if applicable.
3. Schedule to be discussed at time of order.
4. Field measuring services are included.
5. Price valid 90 days.
6. Terms of payment are net 30 days.

We appreciate your consideration of Fit Tight Covers for this project.

Submitted by: *Calvin Brasel*
General Manager
cbrasel@fittightcovers.com

FIT TIGHT FITS RIGHT!

SERVICE - QUALITY - INNOVATION

BLANKET PRO INSULATION INC.

QUOTE

1821 AUSTIN ST
MIDLAND, MI 48642

DATE	QUOTE #
9/1/2017	9011

989-205-6549
tlarrea@blanketpro.com

QUOTED TO:
Owosso Water Treatment Plant
Timothy Guysky

JOB
Removable Insulation for screening units

QUANTITY	DESCRIPTION:	UNIT COST	AMOUNT
2	Removable Insulation blankets for screening units.	7,264.29	14,528.58
	Covers will be constructed of Teflon coated fiberglass cloth, two inch TIW		0.00
	Insulation, Velcro flaps with buckles and straps for closures.		0.00
1	Removable Insulation blankets for Wash water piping	384.27	384.27
	Price Includes measuring, design, fabrication, and Installation		0.00
			0.00
	All covers are locally made in Midland		0.00
			0.00
	Thank you for the oportunity to quote this project, please contact me If you have		0.00
	any questions Fernando Larrea		0.00
			\$14,912.85

QUANTITY	DESCRIPTION:	UNIT COST	AMOUNT
			\$0.00
			\$0.00
			\$0.00
			\$0.00
			\$0.00
			\$0.00
			\$0.00
			\$0.00
			\$0.00
			\$0.00
			\$0.00
			\$0.00

TOTAL : \$0.00
GRAND TOTAL: **\$14,912.85**



Warrant 550
September 12, 2017

Vendor	Description	Fund	Amount
William C. Brown. PC	Professional services-8/15/17-9/11/17	General	\$10,151.68
Shiawassee Economic Development Partnership	Annual economic development investment for FY 17/18	Various	\$31,426.00
		Total	\$41,577.68

CHECK REGISTER FOR CITY OF OWOSSO
CHECK DATE FROM 08/01/2017 - 08/31/2017

Check Date	Bank	Check	Vendor	Vendor Name	Description	Amount
Bank 1 GENERAL FUND (POOLED CASH)						
08/03/2017	1	128666	00239	THE ACCUMED GROUP	JUNE 2017-AMBULANCE BILLING SERVICES	\$ 7,731.04
08/03/2017	1	128667	00615	MARK D AGNEW	OPD-REPLACE/REPAIR DECALS	\$ 135.00
08/03/2017	1	128668	07747	ALL ABOUT ANIMALS	VET SERVICES-PAID BY DONATIONS	\$ 468.00
08/03/2017	1	128669	01115	H K ALLEN PAPER CO	SUPPLIES	\$ 465.68
08/03/2017	1	128670	34250	APPLIED INDUSTRIAL TECHNOLOGIES	WWTP-PARTS	\$ 916.55
08/03/2017	1	128671	03790	BLUMERICH COMMUNICATIONS SERVICE, INC	OFD-RADIO REPAIR	\$ 360.00
08/03/2017	1	128672	05608	CENTRAL MICHIGAN DIESEL, INC.	FLEET-PARTS FOR #429	\$ 140.67
08/03/2017	1	128673	06674	CONSUMERS ENERGY	GAS/ELECTRIC SERVICE	\$ 17,748.10
08/03/2017	1	128674	06721	JUDY ELAINE CRAIG	COURIER SERVICE	\$ 180.00
08/03/2017	1	128675	07808	D & D TRUCK & TRAILER PARTS	PARTS	\$ 472.09
08/03/2017	1	128676	05639	DEISLER OUTDOOR POWER EQUIPMENT	WATER-MOTOR FOR TAPPING MACHINE	\$ 513.81
08/03/2017	1	128677	02302	DELL MARKETING LP	LATITUDE RUGGED 5414 & OPTIPLEX 7040	\$ 3,009.40
08/03/2017	1	128678	09141	DURAND AUTO PARTS	FLEET-HYDRAULIC HOSE	\$ 245.43
08/03/2017	1	128679	11519	ELHORN ENGINEERING COMPANY	WTP-CALCIUM HYPOCHLORITE TABLETS	\$ 4,256.00
08/03/2017	1	128680	13415	FEDEX	SHIPPING CHARGES	\$ 49.93
08/03/2017	1	128681	13875	FISHER CHIPPEWA REDI-MIX, INC.	STREETS-BLOCKS	\$ 290.00
08/03/2017	1	128682	12351	H2O COMPLIANCE SERVICES INC	INSPECTION SERVICES FOR CROSS CONNECTION PROGRAM	\$ 698.75
08/03/2017	1	128683	19025	HI QUALITY GLASS, INC	FLEET-WIND SHIELD FOR #320	\$ 220.00
08/03/2017	1	128684	19645	HOME DEPOT CREDIT SERVICES	SUPPLIES/MATERIALS	\$ 39.43
08/03/2017	1	128685	01411	INTERNATIONAL SOCIETY OF ARBORICULTURE	CERTIFICATION FEE-BILL BROOKS	\$ 120.00
08/03/2017	1	128686	02866	J & M TREE SERVICE	2017 GRASS MOWING PROGRAM	\$ 1,518.00
08/03/2017	1	128687	28640	LAMPHERE'S	REPAIRS	\$ 907.38
08/03/2017	1	128688	29083	LENNOX ELECTRIC	WTP-SERVICE TWO DEHUMIDIFIERS	\$ 440.00
08/03/2017	1	128689	32073	LLOYD MILLER & SONS, INC	FLEET-PARTS	\$ 169.40
08/03/2017	1	128690	46812	MEDCO SUPPLY COMPANY	SUPPLIES	\$ 123.55
08/03/2017	1	128691	06492	MICHIGAN CHAMBER SERVICES	MI LABOR LAW POSTERS	\$ 37.50
08/03/2017	1	128692	32041	MICHIGAN MUNICIPAL LEAGUE	AD FOR DEPUTY TREASURER	\$ 37.00
08/03/2017	1	128693	02660	MISDU	PAYROLL DEDUCTIONS	\$ 1,382.06
08/03/2017	1	128694	00193	NEOFUNDS BY NEOPOST	POSTAGE FUNDS	\$ 2,000.00
08/03/2017	1	128695	04154	NORTHSIDE ANIMAL HOSPITAL	VET SERVICES-PAID FOR BY DONATIONS	\$ 418.69
08/03/2017	1	128696	03418	OCENASEK INC	H-1 LIMESTONE CHIP FOR DURA PATCHING	\$ 1,550.93
08/03/2017	1	128697	38620	OWOSSO BOLT & BRASS CO	PARTS	\$ 20.95
08/03/2017	1	128698	40405	POLICE OFFICERS LABOR COUNCIL	PAYROLL DEDUCTION-UNION DUES	\$ 854.25
08/03/2017	1	128699	08174	PORTFOLIO RECOVERY ASSOCIATES LLC	PAYROLL DEDUCTION-GARNISHMENT	\$ 44.58
08/03/2017	1	128700	40480	POSTMASTER	USPS MARKETING MAIL PERMIT FEE	\$ 225.00
08/03/2017	1	128701	47536	SHIAWASSEE COUNTY HEALTH DEPARTMENT	2017 FALL HAZARDOUS WASTE COLLECTION	\$ 4,600.00
08/03/2017	1	128702	47532	SHIAWASSEE COUNTY SHERIFFS DEPARTMENT	MAINTENANCE SHARE OSSI'S MCT MOBILE CLIENT	\$ 3,675.60
08/03/2017	1	128703	48721	STANDARD INSURANCE COMPANY	GROUP LIFE INSURANCE PREMIUM	\$ 4,292.78
08/03/2017	1	128704	04917	DON STANLEY	REFUND	\$ 611.80
08/03/2017	1	128705	32093	STATE OF MICHIGAN	SEX OFFENDER REGISTRATION FEE	\$ 60.00

08/03/2017	1	128706	13407	SUNBURST GARDENS, INC.	PARKS-SPRINKLER HEAD	\$	97.00
08/03/2017	1	128707	50220	TRACTOR SUPPLY COMPANY	PARTS/SUPPLIES	\$	336.64
08/03/2017	1	128708	17071	TRI-COUNTY ASSESSOR'S ASSOCIATION	ADVANCED THREAT ASSESSMENT SEMINAR-LARRY COOK	\$	25.00
08/03/2017	1	128709	53377	UNITED PARCEL SERVICE	SHIPPING CHARGES	\$	13.73
08/03/2017	1	128710	04873	WEB ASCENDER	WEBSITE HOSTING-JULY/AUG/SEPT 2017	\$	150.00
08/03/2017	1	2356(A)	03441	ACLARA TECHNOLOGIES LLC	AMR SYSTEM	\$	46,444.76
08/03/2017	1	2357(A)	07971	AMAZON CAPITAL SERVICES	DPW-WADERS (2 PAIR)	\$	110.50
08/03/2017	1	2358(A)	32000	BELL EQUIPMENT COMPANY	FLEET-BROOMS FOR SWEEPER	\$	938.00
08/03/2017	1	2359(A)	02454	BIO-SYSTEMS OF OHIO, LLC	WWTP-BIO BUG	\$	576.20
08/03/2017	1	2360(A)	31245	CARMEUSE LIME	WTP-BULK PEBBLE QUICKLIME	\$	5,248.50
08/03/2017	1	2361(A)	01780	D & G EQUIPMENT INC	CHAINS FOR SAWS	\$	167.38
08/03/2017	1	2362(A)	22099	DORNBOSS SIGN INC	SIGNS	\$	394.11
08/03/2017	1	2363(A)	12350	ETNA SUPPLY COMPANY	WATER INVENTORY	\$	12,063.87
08/03/2017	1	2364(A)	13409	FASTENAL COMPANY	PARTS	\$	153.24
08/03/2017	1	2365(A)	13802	FERGUSON ENTERPRISES INC	PARTS	\$	24.46
08/03/2017	1	2366(A)	14835	FRONT LINE SERVICES, INC.	REPAIRS	\$	4,805.00
08/03/2017	1	2367(A)	57691	GRAYMONT CAPITAL INC	WTP-BULK PEBBLE QUICKLIME	\$	5,983.25
08/03/2017	1	2368(A)	19620	HODGE GLASS SERVICE INC	OFD-DOOR REPAIR	\$	204.99
08/03/2017	1	2369(A)	05441	J & H OIL COMPANY	FUEL PE 7/31/17	\$	4,492.60
08/03/2017	1	2370(A)	09230	JACK DOHENY SUPPLIES INC	FLEET-REPAIR TO #238	\$	421.37
08/03/2017	1	2371(A)	30620	LUDINGTON ELECTRIC, INC.	ELECTRICAL REPAIRS	\$	252.50
08/03/2017	1	2372(A)	31430	MCMASTER-CARR SUPPLY CO	WWTP-TRAFFIC CONES	\$	264.57
08/03/2017	1	2373(A)	33790	1ST CHOICE AUTO PARTS INC	PARTS	\$	634.56
08/03/2017	1	2374(A)	04471	NATIONAL VISION ADMINISTRATORS LLC	AUGUST 2017-VISION INSURANCE PREMIUM	\$	479.52
08/03/2017	1	2375(A)	02050	NCL OF WISCONSIN INC	WWTP-LAB SUPPLIES	\$	58.92
08/03/2017	1	2376(A)	38232	ORCHARD HILTZ & MCCLIMENT INC	SEWER COLLECTION SYSTEM ASSET MGT PROGRAM	\$	68,428.91
08/03/2017	1	2377(A)	39005	PVS TECHNOLOGIES, INC.	WWTP-FERRIC CHLORIDE	\$	3,460.78
08/03/2017	1	2378(A)	44610	REEVES WHEEL ALIGNMENT, INC	VEHICLE MAINTENANCE/REPAIRS	\$	227.59
08/03/2017	1	2379(A)	46216	RUBOB'S INC	PUBLIC SAFETY-JUNE 2017-DRY CLEANING	\$	378.02
08/03/2017	1	2380(A)	47920	S L H METALS INC	WATER-PARTS	\$	129.83
08/03/2017	1	2381(A)	06374	BRYAN GLEN THOMAS	ELECTRICAL INSPECTIONS	\$	900.00
08/03/2017	1	2382(A)	04811	THOMPSON CUSTOM CONSTRUCTION LLC	RENTAL REHAB-114 N WASHINGTON ST	\$	4,500.00
08/03/2017	1	2383(A)	53800	USA BLUE BOOK	WTP-LAB SUPPLIES	\$	199.56
08/03/2017	1	2384(A)	55431	VERMEER OF MICHIGAN INC	PARTS FOR STUMP GRINDER #221	\$	1,797.02
08/11/2017	1	128711	AMBULANCE	CONKLIN, ANNA	REFUND	\$	71.00
08/11/2017	1	128712	AMBULANCE	NOSIS, MELVINA R	REFUND	\$	40.10
08/11/2017	1	128713	07747	ALL ABOUT ANIMALS	SPAY/NEUTER/MEDICAL FEES-PAID FOR BY DONATIONS	\$	1,413.00
08/11/2017	1	128714	05687	JOAN AUE	ELECTION	\$	175.00
08/11/2017	1	128715	06002	LORRAINE AUSTIN	ELECTION	\$	97.25
08/11/2017	1	128716	06951	NANCY BARNES	ELECTION	\$	170.00
08/11/2017	1	128717	04680	CATHERINE V BAUMGARDNER	ELECTION	\$	155.00
08/11/2017	1	128718	4	NANCY L BLAIR	ELECTION	\$	180.00
08/11/2017	1	128719	06859	BROOKE BREWBAKER	ELECTION	\$	85.00
08/11/2017	1	128720	01587	JEAN E CLINE	ELECTION	\$	85.00
08/11/2017	1	128721	06260	SHELLEY COOK	ELECTION	\$	30.00
08/11/2017	1	128722	01163	D'MAR BANQUET & CONFERENCE CENTER	STRATEGIC PLANNING SESSION DEPOSIT	\$	100.00

08/11/2017	1	128723	02302	DELL MARKETING LP	HAVIS DOCKING STATION	\$	404.19
08/11/2017	1	128724	06644	FREDERICK G DIBEAN	ELECTION	\$	175.00
08/11/2017	1	128725	06648	RUTH ANN DOEPKER	ELECTION	\$	155.00
08/11/2017	1	128726	04272	JOHN L. FORBES	ELECTION	\$	155.00
08/11/2017	1	128727	03016	LINDA GESSNER	ELECTION	\$	155.00
08/11/2017	1	128728	04678	BONNIE IRBY	ELECTION	\$	155.00
08/11/2017	1	128729	06647	LINDA L KENNEY	ELECTION	\$	155.00
08/11/2017	1	128730	MISC	KESSINGER, DAVID E.	REFUND	\$	2.79
08/11/2017	1	128731	06270	EDWARD KOHAGEN	ELECTION	\$	25.00
08/11/2017	1	128732	06274	MICHAEL KOHAGEN	ELECTION	\$	25.00
08/11/2017	1	128733	04787	PATRICIA ANNE KOHAGEN	ELECTION	\$	30.00
08/11/2017	1	128734	04276	GAIL L LOVE	ELECTION	\$	80.00
08/11/2017	1	128735	05592	BILLY LUNDY	ELECTION	\$	25.00
08/11/2017	1	128736	04259	RUTH ANN MELLENTINE	ELECTION	\$	155.00
08/11/2017	1	128737	32042	MICHIGAN MUNICIPAL RISK MANAGEMENT	BUILDING AND PROPERTY INSURANCE	\$	128,601.50
08/11/2017	1	128738	03001	GLORIA NEMETS	ELECTION	\$	85.00
08/11/2017	1	128739	06272	CAROLYN LEE O'CONNELL	ELECTION	\$	160.00
08/11/2017	1	128740	05699	ALICE LYN PETERSON	ELECTION	\$	160.00
08/11/2017	1	128741	05588	MARIELLEN PETO	ELECTION	\$	175.00
08/11/2017	1	128742	06264	LINDA PINCIK	ELECTION	\$	155.00
08/11/2017	1	128743	03020	SANDRA QUENNEVILLE	ELECTION	\$	75.00
08/11/2017	1	128744	44260	GERALDINE MARGARET RAMOS	ELECTION	\$	25.00
08/11/2017	1	128745	03017	SHARON REUTHER	ELECTION	\$	25.00
08/11/2017	1	128746	04681	BERNETTE ROE	ELECTION	\$	75.00
08/11/2017	1	128747	04651	JUDY SENK	ELECTION	\$	155.00
08/11/2017	1	128748	06254	ELAINE SHEPARD	ELECTION	\$	75.00
08/11/2017	1	128749	47536	SHIAWASSEE COUNTY HEALTH DEPARTMENT	SOIL EROSION & SEDIMENTATION CONTROL PERMIT	\$	235.00
08/11/2017	1	128750	37534	SHIAWASSEE COUNTY TREASURER	TAX COLLECTION MINUS CAPTURE	\$	48,742.49
08/11/2017	1	128751	04268	MARGARET SPENCER	ELECTION	\$	20.00
08/11/2017	1	128752	06001	LARRY SULLIVAN	ELECTION	\$	85.00
08/11/2017	1	128753	05595	IONE THOMAS	ELECTION	\$	77.25
08/11/2017	1	128754	160	RONALD J TOBEY	ELECTION	\$	160.00
08/11/2017	1	128755	05594	HECTOR M VALDEZ JR	ELECTION	\$	115.00
08/11/2017	1	128756	04683	ROANN M WARNER	ELECTION	\$	160.00
08/11/2017	1	128757	06253	GEORGE WELTE	ELECTION	\$	104.50
08/11/2017	1	128758	06717	DEBRA WHIPPLE	ELECTION	\$	25.00
08/18/2017	1	128759	08234	ADVANCED DRAINAGE SYSTEMS INC	STREETS-8" DROP IN GRATE	\$	35.00
08/18/2017	1	128760	00510	AFLAC	PAYROLL DEDUCTION-AFLAC PREMIUM	\$	531.68
08/18/2017	1	128761	01115	H K ALLEN PAPER CO	SUPPLIES	\$	527.10
08/18/2017	1	128762	06674	CONSUMERS ENERGY	GAS/ELECTRIC SERVICE	\$	33,330.99
08/18/2017	1	128763	06674	VOID		\$	-
				Void Reason: Created From Check Run Process			
08/18/2017	1	128764	MISC	CORDIER EXCAVATING	BD Bond Refund	\$	100.00
08/18/2017	1	128765	01477	CRAWFORD CONTRACTING INC	CONSTRUCTION OF ROAD	\$	464,048.62
08/18/2017	1	128766	08233	DELTA DENTAL PLAN OF MICHIGAN	SEPTEMBER 2017-DENTAL INSURANCE PREMIUM	\$	3,686.78
08/18/2017	1	128767	19026	FIRST DUE FIRE SUPPLY	FIRE GEAR	\$	2,072.98

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08/18/2017	1	128768	19025	HI QUALITY GLASS, INC	REPAIRS	\$	515.91
08/18/2017	1	128769	22130	INDUSTRIAL SUPPLY OF OWOSSO INC	PARTS/TOOLS	\$	273.67
08/18/2017	1	128770	02866	J & M TREE SERVICE	2017 GRASS MOWING PROGRAM	\$	3,446.00
08/18/2017	1	128771	07888	JADE SCIENTIFIC INC	WTP-LAB SUPPLIES	\$	174.00
08/18/2017	1	128772	01141	JAY'S SEPTIC TANK SERVICE	RENTAL OF PORTABLE UNITS	\$	935.00
08/18/2017	1	128773	04971	KAR LABORATORIES INC	WASTEWATER ANALYSES-7/24/17	\$	195.00
08/18/2017	1	128774	MISC	KENNEY, MIKE & MARK	BD Bond Refund	\$	12,262.00
08/18/2017	1	128775	26460	KERR PUMP & SUPPLY	WWTP-AURORA PUMP	\$	1,059.72
08/18/2017	1	128776	28640	LAMPHERE'S	PUBLIC SAFETY-HVAC	\$	90.00
08/18/2017	1	128777	02603	MEMORIAL MEDICAL ASSOCIATES	WWTP-PULMONARY FIT TESTING	\$	70.00
08/18/2017	1	128778	34781	MICHAEL'S PLUMBING REPAIR	BENNETT FIELD-BACKFLOW PREVENTION	\$	278.56
08/18/2017	1	128779	32006	MICHIGAN ASSESSORS ASSOCIATION	2017 FALL EDUCATION PROGRAM-LARRY COOK	\$	150.00
08/18/2017	1	128780	08854	MICHIGAN MUNICIPAL TREASURERS ASSOC	MEMBERSHIP-KATHERINE FAGAN	\$	50.00
08/18/2017	1	128781	02660	MISDU	PAYROLL DEDUCTIONS	\$	1,382.06
08/18/2017	1	128782	04447	SUSAN K MONTENEGRO	MEALS-2017 MME SUMMER WORKSHOP	\$	35.18
08/18/2017	1	128783	35200	NORTH AMERICAN OVERHEAD DOOR INC	FOR REPAIRS	\$	412.86
08/18/2017	1	128784	36718	OFFICE DEPOT	SUPPLIES	\$	358.42
08/18/2017	1	128785	00865	PINNACLE TOOLS INC	WATER-DRILL TIP/RECONDITION AND SHARPEN	\$	200.00
08/18/2017	1	128786	08174	PORTFOLIO RECOVERY ASSOCIATES LLC	PAYROLL DEDUCTION-GARNISHMENT	\$	192.58
08/18/2017	1	128787	06112	RCL CONSTRUCTION CO INC	PRIMARY CLARIFIER PROJECT	\$	75,027.83
08/18/2017	1	128788	44661	REPUBLIC SERVICES #237	REFUSE SERVICE-AUGUST 2017	\$	411.81
08/18/2017	1	128789	03972	KASIE ROBBINS	PEDIATRIC ADVANCED LIFE SUPPORT TRAINING	\$	175.00
08/18/2017	1	128790	47505	SHANTY CREEK RESORTS	MI ASSESSORS ASSO PROGRAM-LARRY COOK	\$	290.70
08/18/2017	1	128791	05555	SOCIETY FOR HUMAN RESOURCE MANAGEMENT	MEMBERSHIP-JESSICA UNANGST	\$	199.00
08/18/2017	1	128792	34350	SPRINT COMMUNICATIONS	CELL PHONE AND EQUIPMENT CHARGES	\$	1,323.93
08/18/2017	1	128793	48745	STATE OF MICHIGAN	OLIVER ST FROM WASHINGTON TO OAK PAYMENT	\$	37,954.42
08/18/2017	1	128794	32093	STATE OF MICHIGAN	SEX OFFENDER REGISTRATION FEES	\$	30.00
08/18/2017	1	128795	53377	UNITED PARCEL SERVICE	SHIPPING CHARGES	\$	11.27
08/18/2017	1	128796	54630	VALLEY LUMBER	MATERIALS	\$	300.54
08/18/2017	1	128797	55030	WASTE MANAGEMENT OF MICHIGAN INC	LANDFILL DISPOSAL CHARGES-7/16/17-7/31/17	\$	4,473.45
08/18/2017	1	128798	03473	WESTERN MICHIGAN ASSO OF FIRE CHIEF	COMPANY OFFICER TRAINING SEMINAR-LENKART	\$	200.00
08/18/2017	1	128799	MISC	WOLGAST CORP	BD Bond Refund	\$	50.00
08/18/2017	1	128800	MISC	ZATKOVIC, ARON DRYW	RELEASE OF FUNDS HELD	\$	1,158.50
08/18/2017	1	128801	MISC	ZATKOVIC, THERON JON	RELEASE OF FUNDS HELD	\$	1,158.50
08/18/2017	1	2385(A)	03441	ACLARA TECHNOLOGIES LLC	AMR PROJECT	\$	256,588.63
08/18/2017	1	2386(A)	13000	ALS LABORATORY GROUP	WASTEWATER ANALYSES-7/24/17	\$	44.00
08/18/2017	1	2387(A)	07971	AMAZON CAPITAL SERVICES	PARTS	\$	130.61
08/18/2017	1	2388(A)	04040	CAPITAL CONSULTANTS	WWTP-DEVELOPMENT OF AN ASSET MGT PROGRAM	\$	13,473.50
08/18/2017	1	2389(A)	06310	CLARK FIRE & SAFETY EQUIPMENT, INC.	ANNUAL MAINTENANCE	\$	259.00
08/18/2017	1	2390(A)	01640	D & K TRUCK COMPANY INC	FLEET-PARTS FOR #424	\$	145.79
08/18/2017	1	2391(A)	07825	DALTON ELEVATOR LLC	WWTP-JULY 2017-CYLINDER RENT AND SUPPLIES	\$	522.62
08/18/2017	1	2392(A)	02365	EMPLOYEE BENEFIT CONCEPTS INC	AUGUST 2017-FSA ADMIN FEE	\$	100.00
08/18/2017	1	2393(A)	12349	ESRI, INC.	ARC GIS MAINTENANCE-8/1/17-7/31/18.	\$	3,286.99
08/18/2017	1	2394(A)	12350	ETNA SUPPLY COMPANY	WATER INVENTORY	\$	3,313.60
08/18/2017	1	2395(A)	13409	FASTENAL COMPANY	PARTS	\$	229.33
08/18/2017	1	2396(A)	16300	GILBERT'S DO IT BEST HARDWARE & APPLIANCE	SUPPLIES	\$	126.24

08/18/2017	1	2397(A)	18225	HALLIGAN ELECTRIC INC	PRIMARY CLARIFIER SCREENING PROJECT	\$ 2,410.00
08/18/2017	1	2398(A)	19620	HODGE GLASS SERVICE INC	CITY HALL-FRONT DOOR REPAIR	\$ 29.99
08/18/2017	1	2399(A)	01673	J & B MEDICAL SUPPLY INC	OFD-AMBULANCE MEDICAL SUPPLIES	\$ 999.38
08/18/2017	1	2400(A)	05441	J & H OIL COMPANY	FUEL	\$ 810.46
08/18/2017	1	2401(A)	09230	JACK DOHENY SUPPLIES INC	FLEET-PARTS FOR #238G	\$ 911.47
08/18/2017	1	2402(A)	05815	STEVEN PAUL KOHAGEN	ELECTION	\$ 25.00
08/18/2017	1	2403(A)	06246	KONECRANES INC	WWTP-2017 ANNUAL MAINTENANCE	\$ 575.00
08/18/2017	1	2404(A)	03613	LOGICALIS INC	JULY 2017 NETWORK ENGINEERING	\$ 5,096.00
08/18/2017	1	2405(A)	30620	LUDINGTON ELECTRIC, INC.	PUBLIC SAFETY-HVAC UNIT	\$ 70.00
08/18/2017	1	2406(A)	31430	MCMASTER-CARR SUPPLY CO	WWTP-PARTS	\$ 138.39
08/18/2017	1	2407(A)	31650	MEMORIAL HEALTHCARE CENTER	NEW HIRE DRUG SCREENS	\$ 100.00
08/18/2017	1	2408(A)	02945	MICHIGAN PAVING & MATERIALS CO	AMS SEAL	\$ 1,548.05
08/18/2017	1	2409(A)	32685	MOTION INDUSTRIES, INC.	WWTP-REPAIR PARTS	\$ 410.84
08/18/2017	1	2410(A)	33260	MUNICIPAL SUPPLY CO.	WATER-ADAPTER	\$ 125.87
08/18/2017	1	2411(A)	05411	NEOPOST USA INC	POSTAGE MACHINE MAINT/METER RENTAL-3 MONTHS	\$ 287.10
08/18/2017	1	2412(A)	06997	O'REILLY AUTO PARTS	WTP-MOWER MAINTENANCE	\$ 29.75
08/18/2017	1	2413(A)	36710	OFFICE SOURCE	SUPPLIES	\$ 100.91
08/18/2017	1	2414(A)	47522	THE SHERWIN-WILLIAMS CO.	PAINT AND SUPPLIES	\$ 883.91
08/18/2017	1	2415(A)	46814	ST JOHNS ANSWERING SERVICE INC	SEPT 2017-ANSWERING SERVICE	\$ 75.00
08/18/2017	1	2416(A)	53800	USA BLUE BOOK	WTP-LAB SUPPLIES	\$ 461.25
08/21/2017	1	2417(A)	01871	ARROW INTERNATIONAL INC	OFD-AMBULANCE MEDICAL SUPPLIES	\$ 907.35
08/21/2017	1	2418(A)	05441	J & H OIL COMPANY	FUEL PE 8/15/17	\$ 4,272.19
08/21/2017	1	2419(A)	28659	LANSING UNIFORM CO.	UNIFORMS	\$ 1,052.85
08/21/2017	1	2420(A)	04512	Q2A ASSOCIATES LLC	PROFESSIONAL SERVICES	\$ 5,417.50
08/22/2017	1	128802	02604	B S & A SOFTWARE	ANNUAL SERVICE/SUPPORT-8/1/17-8/1/18	\$ 11,814.00
08/22/2017	1	128803	MISC	LERETA	SUMMER TAX REFUND	\$ 1,259.91
08/22/2017	1	128804	32041	MICHIGAN MUNICIPAL LEAGUE	CITY OF OWOSSO MEMBERSHIP	\$ 5,906.00
08/22/2017	1	128805	37534	SHIAWASSEE COUNTY TREASURER	TAX COLLECTION	\$ 596,188.79
08/23/2017	1	2421(A)	02248	BODMAN LLP	EMPLOYEE RELATIONS-ARBITRATION	\$ 61.25
08/23/2017	1	2422(A)	04350	WILLIAM C BROWN, P C	PROFESSIONAL SERVICES	\$ 8,918.00
08/23/2017	1	2423(A)	31430	MCMASTER-CARR SUPPLY CO	WWTP-SUPPLIES	\$ 214.40
08/23/2017	1	2424(A)	39785	PHYSICIANS HEALTH PLAN OF MID-MICH	SEPT 2017-HEALTH INSURANCE PREMIUM	\$ 73,838.89
08/23/2017	1	2425(A)	05641	SAFEBUILT MICHIGAN LLC	JULY 2017-BUILDING DEPT SERVICES	\$ 21,053.34

1 TOTALS:

(1 Check Voided)

Total of 209 Disbursements:

\$ 2,082,573.01

Bank 10 OWOSSO HISTORICAL FUND

08/10/2017	10	4993	01253	AMERICAN SPEEDY PRINTING CENTERS	CURWOOD COLLECTION CARD (1500)	\$ 202.00
08/10/2017	10	4994	06310	CLARK FIRE & SAFETY EQUIPMENT, INC.	CASTLE-ANNUAL MAINTENANCE	\$ 75.50
08/10/2017	10	4995	01159	ROBERT V DORAN-BROCKWAY	FACE BOOK BOOSTING	\$ 124.95
08/10/2017	10	4996	18264	HANKERD SPORTSWEAR	JACKET/SWEATSHIRT/SHIRT	\$ 83.74
08/10/2017	10	4997	28640	LAMPHERE'S	GOULD HOUSE-AC	\$ 189.10
08/10/2017	10	4998	04253	TAMMY NETHAWAY	GOULD HOUSE-WEED GARDENS	\$ 270.00

08/10/2017	10	4999	47217	SECURITY ALARM CO INC	CASTLE ALARM-9/1/17-11/30/17	\$	60.00
08/10/2017	10	5000	47560	SHIAWASSEE ARTS COUNCIL	MAGNETS/MAGNET BOARD	\$	150.72
08/10/2017	10	5001	02229	SPECIALTY SALVAGE LLC	GOULD HOUSE TRASH-THREE MONTHS	\$	38.97
08/22/2017	10	5002	06674	CONSUMERS ENERGY	GAS/ELECTRIC SERVICE	\$	298.61
08/22/2017	10	5003	03649	DAYSTARR COMMUNICATIONS	SEPT 2017-PHONE AND INTERNET	\$	<u>129.77</u>

10 TOTALS:

Total of 11 Disbursements:

\$ 1,623.36

REPORT TOTALS:

(1 Check Voided)

Total of 220 Disbursements:

\$ 2,084,196.37

To: Owosso City Council
 From: Brad Hissong, Building Official
 Date: 09/05/2017

Building Department Report AUGUST 2017

Category	Estimated Cost	Permit Fee	Number of Permits
DECK	\$1,000	\$140	1
Demolition	\$0	\$130	1
Electrical	\$0	\$7,108	16
Fence - Commercial	\$577	\$80	1
Fence - Residential	\$1,700	\$160	2
Garage, detached	\$2,000	\$140	1
Mechanical	\$0	\$3,835	24
Plumbing	\$0	\$345	2
Pools	\$20,000	\$150	1
PORCH	\$3,280	\$300	2
Res. Add/Alter/Repair	\$6,900	\$470	3
ROOF	\$93,582	\$1,630	12
ROW-ENG	\$0	\$100	5
ROW-OTHER	\$0	\$20	2
ROW-SIDEWALK OCCUPA	\$0	\$0	3
ROW-UTILITY	\$0	\$80	4
SIDING	\$10,000	\$300	3
Sign	\$4,876	\$290	3
VACANT PROPERTY REGI	\$0	\$100	1
WINDOWS	\$60,773	\$980	4
ZONING COMPLIANCE CE	\$0	\$150	3

Totals	\$204,688	\$16,508	94
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2016 COMPARISON TOTALS

		BUILDING PERMITS ONLY	-	29
AUGUST 2016 Totals	\$534,106	\$23,610		102

Enforcements By Category

09/08/17

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AUGUST 2017

ANIMALS

Enforcement Number	Address	Previous Status	Status	Filed	Next Action Date	Closed	Rental
ENF 17-0551	628 N BALL ST	DISMISSED	Resolved	08/01/17		08/02/17	N
ENF 17-0559	526 E MASON ST	CONTACT WITH OCCUPANT	Resolved	08/02/17		08/28/17	Y
ENF 17-0566	823 ALGER AV	LETTER SENT	Resolved	08/07/17		08/09/17	N
ENF 17-0569	425 GROVER ST	COMPLAINT LOGGED	LETTER SENT	08/08/17	09/11/2017		Y
ENF 17-0584	1431 W KING ST	CONTACT WITH OCCUPANT	INSPECTION PENDING	08/10/17	09/14/2017		N
ENF 17-0605	1324 BROADWAY AV	LETTER SENT	Resolved	08/18/17		08/23/17	Y
ENF 17-0606	1301 ALLENDALE AV	LETTER SENT	Resolved	08/18/17		08/18/17	N
Total Entries:				7			

AUTO REP/JUNK VEH

Enforcement Number	Address	Previous Status	Status	Filed	Next Action Date	Closed	Rental
ENF 17-0576	209 S LANSING ST	COMPLAINT LOGGED	Resolved	08/09/17		08/28/17	N
ENF 17-0587	1324 BROADWAY AV	LETTER SENT	Resolved	08/14/17		08/18/17	Y
ENF 17-0602	624 S SHIAWASSEE ST	COMPLAINT LOGGED	Resolved	08/17/17		08/29/17	Y
ENF 17-0609	814 HAMMONT ST	LETTER SENT	Resolved	08/21/17		09/05/17	N
ENF 17-0613	1240 WALNUT ST	LETTER SENT	Resolved	08/22/17		08/31/17	Y
ENF 17-0619	909 MOORE ST	LETTER SENT	Resolved	08/23/17		08/31/17	N
ENF 17-0622	316 OAKWOOD AV	LETTER SENT	Resolved	08/23/17		09/06/17	Y
ENF 17-0624	315 GENESEE ST	INSPECTED PROPERTY	INSPECTION PENDING	08/24/17	09/13/2017		Y
ENF 17-0635	518 RYAN ST	COMPLAINT LOGGED	LETTER SENT	08/30/17	09/11/2017		N
Total Entries:				9			

BRUSH PILES

Enforcement Number	Address	Previous Status	Status	Filed	Next Action Date	Closed	Rental
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Enforcements By Category

09/08/17

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AUGUST 2017

ENF 17-0598	211 E STEWART ST	LETTER SENT	Resolved	08/16/17	08/23/17	N
ENF 17-0603	604 RYAN ST	LETTER SENT	Resolved	08/17/17	08/30/17	N
Total Entries:				2		

BUILDING VIOL

Enforcement Number	Address	Previous Status	Status	Filed	Next Action Date	Closed	Rental
ENF 17-0579	608 RYAN ST	INSPECTED	INSPECTION PENDING	08/09/17	11/13/2017		Y
ENF 17-0580	837 LINGLE AV	COMPLAINT LOGGED	LETTER SENT	08/09/17	11/13/2017		N
ENF 17-0590	1542 W MAIN ST	CONTACT HOMEOWNER	Resolved	08/14/17		08/16/17	N
ENF 17-0594	204 MICHIGAN AV	CONTACT HOMEOWNER	Resolved	08/14/17		08/29/17	Y
ENF 17-0607	203 STATE ST	COMPLAINT LOGGED	LETTER SENT	08/21/17	11/21/2017		Y
ENF 17-0623	1505 YOUNG ST	COMPLAINT LOGGED	LETTER SENT	08/23/17	11/07/2017		Y
ENF 17-0627	415 GENESEE ST	CONTACT OCCUPANT	Resolved	08/28/17		08/28/17	Y
Total Entries:				7			

BUSHES-SIDEWALK VISIBILITY

Enforcement Number	Address	Previous Status	Status	Filed	Next Action Date	Closed	Rental
ENF 17-0591	205 E STEWART ST	COMPLAINT LOGGED	Resolved	08/14/17		08/23/17	N
Total Entries:				1			

FENCE VIOLATION

Enforcement Number	Address	Previous Status	Status	Filed	Next Action Date	Closed	Rental
ENF 17-0574	940 CLYDE ST	REFER TO MAC	Resolved	08/09/17		08/15/17	N
ENF 17-0575	1026 S CHIPMAN ST	REFER TO MAC	Resolved	08/09/17		08/15/17	N
Total Entries:				2			

FRONT YARD PARKING

Next Action

Enforcements By Category

09/08/17

3/7

AUGUST 2017

Enforcement Number	Address	Previous Status	Status	Filed	Date	Closed	Rental
ENF 17-0631	1415 S CHIPMAN ST	COMPLAINT LOGGED	LETTER SENT	08/29/17	09/12/2017		N
				Total Entries:	1		

FURNITURE OUTSIDE

Enforcement Number	Address	Previous Status	Status	Filed	Next Action Date	Closed	Rental
ENF 17-0625	909 N HICKORY ST	LETTER SENT	Resolved	08/24/17		09/06/17	Y
ENF 17-0629	525 HARRISON AV	LETTER SENT	Resolved	08/29/17		09/07/17	Y
				Total Entries:	2		

GARAGE SALE

Enforcement Number	Address	Previous Status	Status	Filed	Next Action Date	Closed	Rental
ENF 17-0621	1615 HENRY ST	COMPLAINT LOGGED	INSPECTION PENDING	08/23/17	09/12/2017		N
ENF 17-0628	1521 HENRY ST	COMPLIANT LOGGED	LETTER SENT	08/28/17	09/11/2017		Y
				Total Entries:	2		

GARBAGE & DEBRIS

Enforcement Number	Address	Previous Status	Status	Filed	Next Action Date	Closed	Rental
ENF 17-0552	100 N WASHINGTON ST	REF TO DPW	Resolved	08/01/17		08/23/17	Y
ENF 17-0555	1600 W SOUTH ST	LETTER SENT	Resolved	08/01/17		08/14/17	N
ENF 17-0556	1412 LYNN ST	COMPLAINT LOGGED	LETTER SENT	08/02/17	09/12/2017		N
ENF 17-0560	715 E MASON ST	LETTER SENT	Resolved	08/03/17		08/28/17	N
ENF 17-0567	1217 PEARCE ST	COMPLAINT LOGGED	LETTER SENT	08/07/17	09/11/2017		VAC
ENF 17-0568	626 ALGER AV	LETTER SENT	Resolved	08/08/17		08/22/17	Y
ENF 17-0570	320 N DEWEY ST	LETTER SENT	Resolved	08/08/17		08/17/17	Y
ENF 17-0577	1408 W MAIN ST	COMPLAINT LOGGED	Resolved	08/09/17		08/28/17	N

Enforcements By Category

09/08/17

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AUGUST 2017

ENF 17-0585	607 FLETCHER ST	REF TO POLICE	TICKET ISSUED	08/11/17	09/12/2017		N
ENF 17-0586	745 BROADWAY AV	DISMISSED	Resolved	08/14/17		08/14/17	N
ENF 17-0604	608 RYAN ST	LETTER SENT	Resolved	08/17/17		08/21/17	Y
ENF 17-0610	828 NAFUS ST	LETTER SENT	Resolved	08/21/17		08/31/17	N
ENF 17-0616	1210 MACK ST	LETTER SENT	Resolved	08/22/17		09/06/17	N
ENF 17-0626	321 E STEWART ST	COMPLAINT LOGGED	LETTER SENT	08/29/17	09/11/2017		N
ENF 17-0633	617 E KING ST	LETTER SENT	Resolved	08/30/17		09/06/17	N
ENF 17-0637	819 E COMSTOCK ST	COMPLAINT LOGGED	LETTER SENT	08/30/17	09/13/2017		Y

Total Entries: 16

HEALTH & SAFETY

Enforcement Number	Address	Previous Status	Status	Filed	Next Action Date	Closed	Rental
ENF 17-0589	1413 RENFREW 207	REF TO BLDG OFFICIAL	RED-TAGGED	08/14/17			N

Total Entries: 1

LAWN MAINTENANCE

Enforcement Number	Address	Previous Status	Status	Filed	Next Action Date	Closed	Rental
ENF 17-0554	501 W NORTH ST	REF TO DPW	Resolved	08/01/17		08/09/17	Y
ENF 17-0558	915 CORUNNA AV	REF TO DPW	Resolved	08/02/17		08/09/17	V
ENF 17-0595	318 W KING ST	COMPLAINT LOGGED	LETTER SENT	08/15/17	09/12/2017		Y
ENF 17-0614	318 MONROE ST	ON SITE INSPECTION	REF TO DPW	08/22/17	09/12/2017		Y
ENF 17-0620	703 CLINTON ST	COMPLAINT LOGGED	REF TO DPW	08/23/17	09/12/2017		VAC
ENF 17-0640	410 S CHIPMAN ST	COMPLAINT LOGGED	REF TO DPW	08/28/17	09/12/2017		VAC
ENF 17-0638	1260 ADAMS ST	REF TO DPW	Resolved	08/29/17		08/29/17	VAC

Total Entries: 7

MISC VEHICLE VIOL

Next Action

Enforcements By Category

09/08/17

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AUGUST 2017

Enforcement Number	Address	Previous Status	Status	Filed	Date	Closed	Rental
ENF 17-0630	515 HARRISON AV	LETTER SENT	Resolved	08/29/17		09/07/17	N
				Total Entries:	1		

MISC.

Enforcement Number	Address	Previous Status	Status	Filed	Next Action Date	Closed	Rental
ENF 17-0561	1405 ROSLYN	CONTACT HOMEOWNER	Resolved	08/03/17		08/07/17	Y
ENF 17-0632	1320 BROADWAY AV	INSPECTED PROPERTY	Resolved	08/29/17		08/31/17	Y
				Total Entries:	2		

MULTIPLE VIOLATIONS

Enforcement Number	Address	Previous Status	Status	Filed	Next Action Date	Closed	Rental
ENF 17-0557	830 WILKINSON ST	COMPLAINT LOGGED	INSPECTION PENDING	08/02/17	09/12/2017		VAC
ENF 17-0563	903 S CHIPMAN ST	LETTER SENT	Resolved	08/07/17		08/28/17	N
ENF 17-0596	556 RANDOLPH ST	COMPLAINT LOGGED	LETTER SENT	08/15/17	09/28/2017		N
ENF 17-0599	314 E MASON ST	CONTACT HOMEOWNER	Resolved	08/16/17		08/16/17	Y
ENF 17-0612	1404 S CHIPMAN ST	LETTER SENT	Resolved	08/22/17		08/31/17	VAC
ENF 17-0634	703 GLENWOOD AV	COMPLAINT LOGGED	LETTER SENT	08/30/17	09/11/2017		N
				Total Entries:	6		

NO BUILDING PERMIT

Enforcement Number	Address	Previous Status	Status	Filed	Next Action Date	Closed	Rental
ENF 17-0553	644 N WATER ST	REF TO BLDG OFFICIAL	Resolved	08/01/17		08/02/17	N
ENF 17-0562	303 ROBBINS ST	REF TO MAC	Resolved	08/07/17		08/07/17	N
ENF 17-0564	900 STATE ST	LETTER SENT	Resolved	08/07/17		08/28/17	N
ENF 17-0578	213 S LANSING ST	COMPLAINT LOGGED	LETTER SENT	08/09/17	09/14/2017		Y

Enforcements By Category

09/08/17

6/7

AUGUST 2017

ENF 17-0581	419 E MASON ST	CONTACT WITH CONTRACTOR	Resolved	08/09/17		08/09/17	N
ENF 17-0588	1009 N HICKORY ST	COMPLAINT LOGGED	LETTER SENT	08/14/17	09/14/2017		N
ENF 17-0592	833 BROADWAY AV	CONTACT HOMEOWNER	Resolved	08/14/17		08/14/17	Y
ENF 17-0593	530 MARTIN ST	CONTACT WITH CONTRACTOR	Resolved	08/14/17		08/14/17	N
ENF 17-0600	755 ALGER AV	COMPLAINT LOGGED	Resolved	08/16/17		08/16/17	Y
ENF 17-0611	400 E MAIN ST	COMPLAINT LOGGED	Resolved	08/21/17		08/28/17	N
ENF 17-0615	721 W OLIVER ST	OBTAINED PERMIT	Resolved	08/22/17		08/25/17	N

Total Entries: 11

RENTAL UNIT VIOL

Enforcement Number	Address	Previous Status	Status	Filed	Next Action Date	Closed	Rental
ENF 17-0608	203 STATE ST		LETTER SENT	08/21/17			Y

Total Entries: 1

ROW VIOLATIONS

Enforcement Number	Address	Previous Status	Status	Filed	Next Action Date	Closed	Rental
ENF 17-0565	1119 DINGWALL DR	CONTACT WITH OCCUPANT	Resolved	08/07/17		08/07/17	N

Total Entries: 1

RV/CAMPER VIOLATIONS

Enforcement Number	Address	Previous Status	Status	Filed	Next Action Date	Closed	Rental
ENF 17-0618	817 N GOULD ST	LETTER SENT	Resolved	08/23/17		08/28/17	N

Total Entries: 1

VACANT/SQUATTERS

Enforcement Number	Address	Previous Status	Status	Filed	Next Action Date	Closed	Rental
ENF 17-0571	E HOWARD ST	REF TO POLICE	Resolved	08/08/17		08/09/17	VAC

Enforcements By Category

09/08/17

7/7

AUGUST 2017

Total Entries: 1

VISIBILITY

Enforcement Number	Address	Previous Status	Status	Filed	Next Action Date	Closed	Rental
ENF 17-0583	624 S SHIAWASSEE ST	LETTER SENT	Resolved	08/10/17		08/22/17	Y

Total Entries: 1

ZONING

Enforcement Number	Address	Previous Status	Status	Filed	Next Action Date	Closed	Rental
ENF 17-0636	909 QUEEN ST	REF TO BLDG OFFICIAL	Resolved	08/30/17		08/30/17	N

Total Entries: 1

Total Records: 83

Total Pages: 7

RENTAL COLUMN DEFINITIONS

- Y - Yes, it's a rental
- N - No, it's not a rental - owner occupied
- APTS - Apartment Building
- COMM - Commercial
- REPO - Repossession
- TRAIL - Trailer Park
- VAC - Vacant House
- VL - Vacant Lot
- IND - Industrial
- HOME OCC - Home Occupied

*These are on-going complaints and will be resolved with compliance or possible court action.



OWOSSO PUBLIC SAFETY

202 S. WATER ST. • OWOSSO, MICHIGAN 48867-2958 • (989) 725-0580 • FAX (989) 725-0528

MEMORANDUM

DATE: 14 September 2017

TO: Owosso City Council

FROM: Eric E. Cherry
Police Department Lieutenant

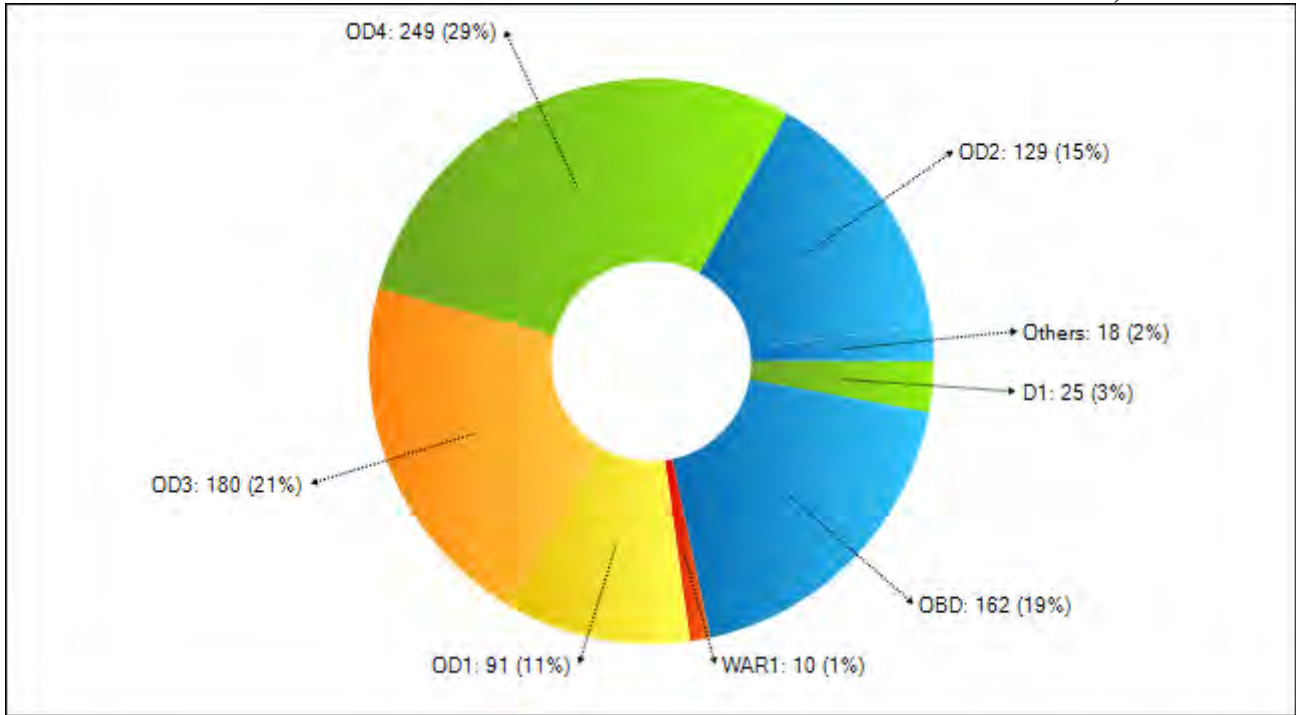
RE: August 2017 Police Reports

Attached are the statistics for the Police Department for August 2017. One report includes case clearance activity for the month of August and year-to-date statistics. Also, attached is a list of field contacts, which are incidents that the police are dispatched to and requires no further follow-up other than the officer's initial response.

Additionally, there were no citations issued for burning violations during August. There were seven (7) field contacts for burning investigations in August.

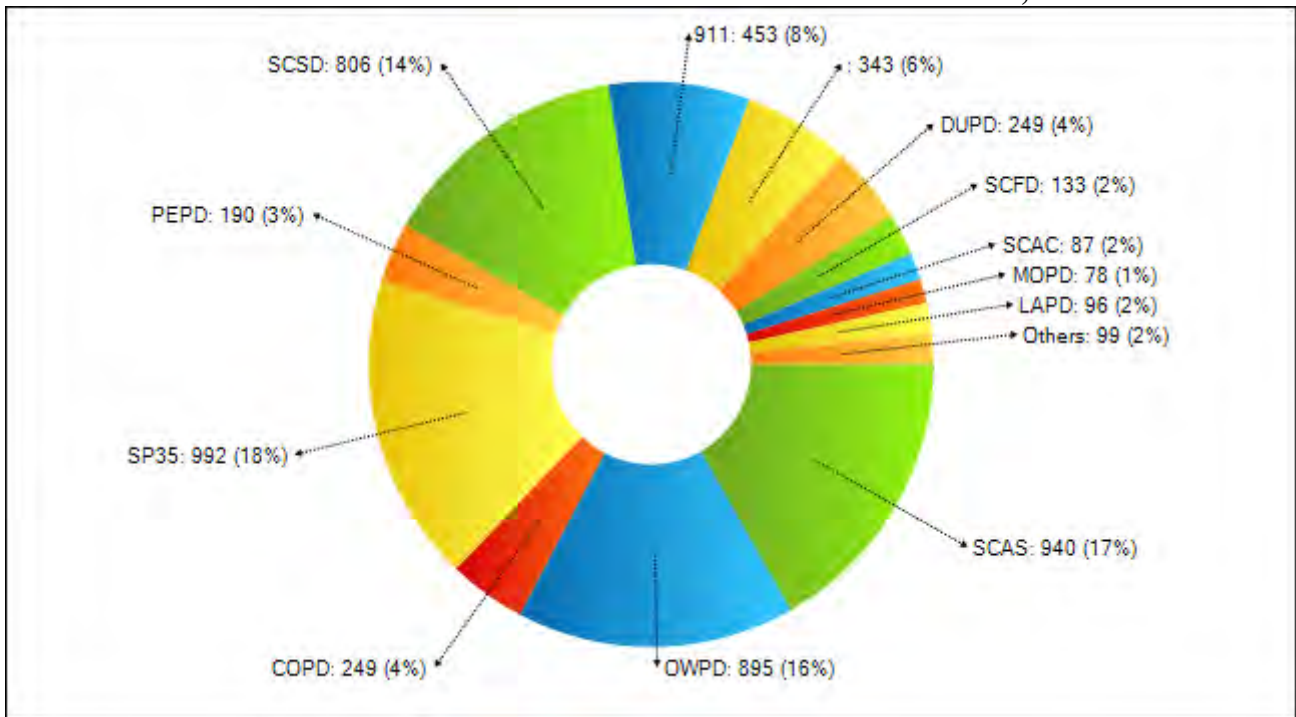
For August 2017 the Police handled eight hundred sixty four (864) events, one hundred seventeen (117) were traffic stops, about fourteen (14) percent of their work activity.

BELOW IS A BREAKDOWN OF INCIDENTS HANDLED BY OWOSSO POLICE, BY DISTRICT.



- OD1: Owosso City District 1 (northwest, north of M-21 and west of M-52)
- OD2: Owosso City District 2 (northeast, north of M-21 and east of M-52)
- OD3: Owosso City District 3 (southwest, south of M-21 and west of M-52)
- OD4: Owosso City District 4 (southeast, south of M-21 and east of M-52, excluding business district and police office is in this district)
- OBD: Owosso City Downtown Business District
- D1: Shiawassee County northwest district (west of M-52 and north of Hibbard Road)
- D3: Shiawassee County northeast district (east of M-52 and north of Hibbard Road)
- Others: Included City of Corunna's 3 districts and any other area officer's responded.

BELOW IS A BREAKDOWN OF INCIDENTS HANDLED IN JULY, BY AGENCY.



- SCSD: Shiawassee County Sheriff's Office
- DUPD: Durand City Police
- SCFD: Shiawassee County Fire Departments
- PEPD: Perry City Police
- LAPD: Laingsburg City Police
- SCAC: Shiawassee County Animal Control
- Others: All Other Departments
- SP35: Michigan State Police Post #35
- OWPD: Owosso City Police
- SCAS: Shiawassee County Ambulance Services
- COPD: Corunna City Police
- 911: Shiawassee County 911 Center



Case Assignment/Clearance Report For August, 2017

August 2017

Offenses	Current Month		Year-To-Date		Percent Cleared
	Assigned	Cleared	Assigned	Cleared	
<i>PART I OFFENSES</i>					
ROBBERY	0	2	6	9	150 %
AGGRAVATED ASSAULT	2	3	22	34	154 %
BURGLARY	7	7	33	41	124 %
LARCENY	23	30	123	150	121 %
MOTOR VEHICLE THEFT	1	1	4	8	200 %
SIMPLE ASSAULT	24	20	160	178	111 %
ARSON	0	0	2	5	250 %
FORGERY & UTTERING	1	1	3	5	166 %
COUNTERFEITING	0	0	1	1	100 %
FRAUD	3	3	36	42	116 %
EMBEZZLEMENT	0	0	0	2	0 %
WEAPON CRIMES- CARRY, POSS,	0	0	6	13	216 %
PROSTITUTION	0	0	0	0	0 %
SEX OFFENSES 1/ UNDER AGE -	1	1	6	10	166 %
NARCOTICS VOLIATIONS	1	3	29	138	475 %
GAMBLING VIOLATIONS	0	0	0	0	0 %
VANDALISM-DAMAGE-0			0	1	0 %
HOMICIDE 1	0	0	0	0	0 %
HOMICIDE	0	0	0	0	0 %
RAPE / NON - FAMILY	0	0	0	1	0 %
SEX OFFENSES 2	4	6	26	29	111 %
PARENTAL KIDNAP	0	0	0	0	0 %
KIDNAPPING	0	0	1	1	100 %
BURGLARY RESIDENTIAL	2	2	9	11	122 %
BURGLARY COMMERCIAL	0	0	1	1	100 %
RESISTING/OBSTRUCTING	1	4	12	18	150 %
<i>PART I OFFENSES</i>	70	83	480	698	145 %
<i>PART II OFFENSES</i>					
PAROLE/PROBATION VIOLATION	5	5	21	22	104 %
NATURAL DEATH	0	0	0	0	0 %
RETAIL FRAUD	0	0	6	8	133 %
RUNAWAY	2	1	15	15	100 %
VIOLATION PPO/ COURT ORDER	4	5	21	22	104 %

Offenses	Current Month		Year-To-Date		Percent Cleared
	Assigned	Cleared	Assigned	Cleared	
FAMILY NONSUPPORT	0	0	0	0	0 %
SUSPICIOUS DEATH	0	1	3	8	266 %
TRAFFIC OFFENSES OTHER	10	10	58	60	103 %
CRIMINAL CASE OTHER	0	0	0	0	0 %
WARRANT ARREST	13	13	93	101	108 %
SUSPICIOUS CIRCUMSTANCES	0	0	10	17	170 %
WARRANT ADVISED	0	0	0	0	0 %
MENTAL ORDER-ECO / TDO	4	4	37	40	108 %
DOMESTIC ASSAULT/SITUATION	2	4	9	13	144 %
ILLEGAL DUMPING	0	0	0	0	0 %
FOUND PROPERTY	4	4	69	118	171 %
RECOVERED PROPERTY	0	0	1	1	100 %
ANNOYING PHONE CALLS	0	0	0	0	0 %
TRESPASSING	0	0	8	8	100 %
DOA	3	3	14	18	128 %
ANIMAL COMPLAINTS	0	1	9	10	111 %
MISSING PERSON	0	1	3	4	133 %
WARRANT OBTAINED	0	0	0	0	0 %
PROPERTY-LOST	0	0	0	0	0 %
SAFEKEEPING OF WEAPON	0	0	0	0	0 %
SUICIDE AND ATTEMPTED	0	0	1	3	300 %
TRAFFIC - HIT & RUN	5	4	31	41	132 %
FIRES - NOT ARSON	0	0	5	5	100 %
LOST PROPERTY	0	0	0	0	0 %
NON-CRIMINAL CASE	11	13	74	90	121 %
CRIMES AGAINST FAMILY &	1	1	6	7	116 %
DRIVING WHILE IMPAIRED	2	0	19	29	152 %
LIQUOR LAW VIOLATIONS	2	2	5	8	160 %
DISORDERLY CONDUCT	8	8	36	41	113 %
OTHER CRIMES	20	18	81	92	113 %
IMPOUND / TOW FOLLOW-UP	0	0	0	0	0 %
FALSE ALARM	0	0	0	0	0 %
MOTOR VEHICLE CRASH	25	26	207	209	100 %
THREATS	0	0	1	1	100 %
PROPERTY CRIMES, POSS, SALE,	0	0	0	0	0 %
DAMAGE TO PROPERTY	12	15	66	83	125 %
<i>PART II OFFENSES</i>	<i>133</i>	<i>139</i>	<i>909</i>	<i>1,074</i>	<i>118 %</i>
Grand Totals:	203	222	1,389	1,772	127 %

Field Contact By Reason Summary Report

August 2017

Reason for Contact	Count
911 Hang Up	27
Abandoned Vehicle	1
False Alarm Commercial	15
False Alarm Fire	1
False Alarm Residential	2
All Other Service Reports	27
Animal Complaints Other	19
Assist Ambulance	7
Assist To Other Dept	36
Attempt To Locate	18
Barking Dog	3
Burning Ordinance	7
Civil Dispute	21
Disturbance	18
Directed Patrol	1
Fight / No Assault	3
Fireworks	3
Found Property	2
Gun Permit/register	29
Harrassment	7
Investigate Vehicle	1
Loud Music	5
Loud Party	2
Motorist Assist	5
Open Door	4
Ordinance Violation	6
Parking Problem	7
Pawn Ticket	84
Peace Officer	15
Private Property Pda / Non Reportable	1
Road Hazard	5
Suspicious Person	19
Suspicious Situation	38

Reason for Contact	Count
Suspicious Vehicle	19
Transport - Other	1
Trouble With Kids	25
Trouble With Neighbor	14
Trouble With Subject	54
Trespassing	3
Trash Complaint	1
Phone Harassment	4
Unwanted Subject	4
Vacation Check	3
Vehicle Inspection	1
Welfare Check	49
Wire Down	4
Work Traffic	94

FIELD CONTACTS FOR BURNING

August 2017

CASE_ID	FCDATE	STREET
201704633	08/06/2017 01:34:00	E CORUNNA AVE
201704677	08/07/2017 23:58:00	N DEWEY ST
201704744	08/11/2017 00:16:00	W MACK ST
201704849	08/15/2017 18:34:00	E MAIN ST
201704972	08/20/2017 15:50:00	W PRINDLE ST
201705131	08/27/2017 13:50:00	E GROVER ST
201705197	08/30/2017 19:50:00	W MACK ST



301 W. MAIN • OWOSSO, MICHIGAN 48867-2958 • (989) 725-0599

MEMORANDUM

DATE: September 14, 2017
TO: Owosso City Council
FROM: Kevin Lenkart
Director of Public Safety
RE: Aug 2017 Fire & Ambulance Report

During the month of Aug 2017:

Fire Department responded to **286** Ambulance calls

Fire Department responded to **17** Fire calls –

- 2 – Accidents (no injuries)
- 8 – False Alarms
- 4 – Service Calls
- 2 – Building Fires (Mutual Aid)
- 1 – Building Fires

**PARKS AND RECREATION COMMISSION
REGULAR MEETING
WEDNESDAY, AUGUST 23, 2017 – 7:30 p.m.
(Postponed from Tuesday, August 22, 2017)
City Hall Conference Room
301 W. Main St. Owosso, MI 48867**

- CALL TO ORDER:** Chairman Espich called the meeting to order at 7:30 p.m.
- PLEDGE OF ALLEGIANCE:** Was recited.
- ROLL CALL:** Was taken by Deputy City Clerk Roxane Cramer.
- MEMBERS PRESENT:** Chairman Mike Espich, Commissioners Jerry Hebekeuser, Nell Anne Hebekeuser, Rick Morris, Nick Seabasty and Randy Woodworth
- MEMBERS ABSENT:** Vice-Chair Jeff Selbig
- OTHERS PRESENT:** Dakota Flatter, James Duntley, both involved with working on Adams Park, Donald Crawford, City Manager.
- APPROVAL OF AGENDA:** **COMMISSIONER WOODWORTH MADE A MOTION TO APPROVE THE AGENDA FOR AUGUST 23, 2017 WITH THE FOLLOWING CHANGES: REMOVE DISCUSSION OF PICKLEBALL COURT AND REPLACE WITH PRESENTATION BY DAKOTA FLATTER. SUPPORTED BY COMMISSIONER JERRY HEBEKEUSER. AYES ALL, MOTION CARRIED.**
- APPROVAL OF MINUTES:** **COMMISSIONER WOODWORTH MADE A MOTION TO APPROVE THE MINUTES FOR THE MEETING OF JULY 25, 2017 WITH THE FOLLOWING CHANGES;
COMMISSIONER WOODWORTH WANTED TO CLARIFY THE \$1785.00 THAT THEY WERE SHORT FOR THE PLUNGE DONATIONS. HE WENT ON TO EXPLAIN THAT ON THE DAY OF THE PLUNGE THERE WAS A GRAND TOTAL OF \$ 2,625.00 WHICH WOULD INCLUDED A \$1,000.00 LAFCU AND HE WILL CHECK ON IT, \$200.00 FROM JOHNNY V'S WHICH WAS SUPPOSED TO BE HAND DELIVERED BY TONY NASH ON THE DAY OF THE PLUNGE. MR. NASH WAS UNABLE TO MAKE IT TO THE PLUNGE. HE WENT ON TO EXPLAIN A GROUP OF FRIENDS HAD RAISED \$ 375.00 THROUGH TEXT MESAGING AND HE THOUGHT THEY WOULD TAKE THE MONEY OUT TO VICE-CHAIR SELBIG TO THE PLUNGE; HOWEVER, HE WILL REMIND THEM OF THEIR PLEDGE. THIS WOULD LEAVE A BALANCE OF \$ 210.00 AND IF NECESSARY HE STATED WOODWORTH COMMERCIAL WOULD DONATE THE \$210.00. HE JUST WANTED TO MAKE IT CLEAR HE WAS NOT HOLDING ONTO THE \$1785.00 OF PLUNGE DONATION MONEY.
CHAIRMAN ESPICH CHANGE THE MINUTES TO REFLECT THAT THE STATE NEEDS A COPY OF THE PARKS AND RECREATION MASTER PLAN IN THE NEW FORMAT ON FILE.
SUPPORTED BY COMMISSIONER MORRIS.**

AYES ALL, MOTION CARRIED

PUBLIC COMMENTS/COMMISSIONER COMMENTS:

None.

COMMUNICATIONS:

Staff memorandum
Minutes from July 25, 2017.

BUSINESS:

Dakota Flatter presented and update on Adams Park. He is working on a multipurpose park. He is looking to bring it back to life. He started today he removed roots from the back stop. He rototilled some of the field because it is uneven. He will put a weed barrier down. He stated he wanted to put clay on it but his budget wouldn't allow it.

Commissioner Morris stated that he there was leftover crushed limestone from the Rails to Trails project available at St. Johns free for the taking.

Dakota would like to put up a sign dedicated to the kids of Owosso and Adams Street Park. He asked if the commission could direct him to donations for the benches.

Commissioner Woodworth said he would get in contact with Mr. Duntley regarding the donations of the benches.

Mr. Duntley asked about the name that should go on the sign for the park.. The commission discussed this and said they would get back with Mr. Duntley.

Disc Golf update

Chairman **Espich** reported on the Disc Golf Course. There was concern that they are intruding on the bike trail but now that the brush has been cleared it is easier to see. He also explained that the golfers are very courteous and watch out for others.

Commissioner Woodworth explained that disc golf courses are integrated with parks all over.

Chairman Espich said there is 18 baskets in now. He also explained that the 4 or 5 city employees worked with Tim Law all day on the course and then Mr. Mowinski, from the city crew, came back on his own time to help.

Parks and Recreation Plan

Chairman Espich asked about the plan and asked if there needs to be a public hearing. City Manager explained that the city council does need to have a public hearing on it.

City Manager Crawford stated the plan was pretty much done just need some statistical information put in the plan.

Commissioner Espich questioned if there had been discussion with Owosso Township. City manager reported very little discussion had taken place with Owosso Township.

Commissioner Morris asked if the plan included brining the Owosso-Ionia Trail into the town. Commissioner Woodworth stated that it was in the plan.

Commissioner Woodworth questioned if they could email over the next week with changes. City Manager Crawford thought that would be fine.

Chairman Espich stated he wanted this to go to council before Labor Day.

Patronicity Program

Commissioner Woodworth stated he wants to wait until they hear on the grant applied for to decide the direction in which way the commission will go.

Commissioner Woodworth brought to the other commission's attention the current skate park to see if it can be fixed. He feels they need to spend money to fix the current skate park.

City Manager Crawford asked what needs to be done and stated the city was going to paint it a year ago but they were stopped by the Parks and Recreation Commission.

Commissioner Woodworth feel the commission should allocate some money fix up the current skate park.

City Manager stated he thought the city had some money allocated into it.

City Manager stated he would follow up on it.

Commissioner Seabasty suggested painting them a light color because the metal ramps get hot.

Chairman Espich clarified the Patronicity Program. He explained through patronicity you can raise up to \$50,000.00 and get a match.

City Manager explained you have a time frame you are locked into so you don't want to the money to soon.

Chairman Espich said they like to keep it at 30 days is the maximum time. Things need to be established prior to going live with the patronicity.

Date and time of the meetings

Chairman Espich asked if the Wednesday, September 27th would work for everyone. The members present at the meeting stated they could make it.

Concrete children's play

City Manager Crawford explained that concrete tiles are being destroyed. Commissioners discussed what parks would good to put them in. Suggestions included most all parks but Fayette Square. Commissioners agreed to place them at Adams, Grove Holman, Collamer and possibly Hugh Parker Field.

City manager told commissioners if they come up with any suggestions to let him know.

PUBLIC COMMENTS / COMMISSIONER:

None.

ADJOURNMENT:

COMMISSIONER WOODWORTH MADE A MOTION TO ADJOURN AT 8:46 P.M., SUPPORTED BY COMMISSIONER NELL ANNE HEBEKEUSER. ALL AYES, MOTION CARRIED.

**MINUTES
REGULAR MEETING OF THE OWOSSO PLANNING COMMISSION
COUNCIL CHAMBERS, CITY HALL
MONDAY, AUGUST 28, 2017 – 6:30 P.M.**

CALL TO ORDER: Chairman Wascher called the meeting to order at 6:30 p.m.

PLEDGE OF ALLEGIANCE: Recited.

ROLL CALL: Tanya Buckelew, Recording Secretary.

MEMBERS PRESENT: Chairman Wascher, Secretary Janae Fear, Commissioners Jake Adams, Michelle Collison, Tom Cook, Dan Law and Frank Livingston.

MEMBERS ABSENT: Commissioners Tom Taylor and Brent Smith.

OTHERS PRESENT: Assistant City Manager Susan Montenegro

APPROVAL OF AGENDA:

MOTION BY COMMISSIONER LIVINGSTON, SUPPORTED BY COMMISSIONER COOK TO APPROVE THE AGENDA FOR AUGUST 28, 2017.

YEAS ALL. MOTION CARRIED.

APPROVAL OF MINUTES:

MOTION BY COMMISSIONER LIVINGSTON SUPPORTED BY COMMISSIONER FEAR TO APPROVE THE MINUTES FOR THE JULY 24, 2017 MEETING.

YEAS ALL. MOTION CARRIED.

COMMUNICATIONS:

1. Staff memorandum
2. PC minutes from July 24, 2017.
3. 621 W. Oliver rezoning application
4. 503 S. Shiawassee site plan application

COMMISSIONER/PUBLIC COMMENTS

None.

PUBLIC HEARING: Rezoning of 621 W. Oliver. Ms. Montenegro presented information in regards to a potential buyer of this property who would like to rezone from R-1 Single Family Residential District to OS-1 Office Service District, in order to operate a business out of this location. The use is not changing but would no longer be owned by a school (Baker College – Bentley Campus).

One e-mail was received regarding this possible rezoning from Ann Marie Bentley, Jamie Ann, Inc. 415 and 419 N. Shiawassee. "I have 2 comments/questions about the rezoning of 621 W. Oliver St. I would strongly prefer that spot zoning not be enforced and that a special use zoning be approved. I believe that has been the history of the building since the 1960's, the property does lie within a residential district and once the zoning is approved, the council will be limited as to the control of it use. When the front circle drive was approved and installed, the council had restricted it's use to "drop off" and handicap use only, I

was an officer of the YWCA when this occurred, I am concerned about any current or future use as with the new bus parking on Oliver, this area becomes very congested, the drop off limitation has not been enforced for several years, parking in this area many times restricts the view of my driveway. With the exception of Baker College, my family has had a direct connection to this property since it was built so I am very familiar with its history”.

Mike Cross, owner of Say Computer is the potential buyer along with his business partner Ed Kearney. Mr. Cross discussed his IT business and is looking to purchase this building to expand the business. He currently has 14 employees and most likely as the business continues to grow, he would add on 5 employees each year. All employees will be parking in the rear parking lot. He has a limited retail section to his business and will not be expanding that section as most of the business is online support, off site assistance. He currently has about 10 – 20 customers walk in each day for personal computer repairs.

Larry Harrison, 624 River, asked if the whole highlighted area on the map (300’ radius) would be rezoned. No it is only for 621 W. Oliver.

Roberto Larrivey, 702 W. Oliver is concerned with the parking due to the school, bus pick up and drop off as this area gets very congested and the business customers would add to the congestion.

Discussion was held on allowable businesses in OS-1 and the setback differences between R-1 and OS-1 in addition to whether a special use permit in R-1 would be allowed. Ms. Montenegro read sections of the zoning ordinance that pertained to the board’s questions. Rezoning is the option for this property.

Discussion held about employees and customers using only the south driveway off of M-52. Handicap accessibility would then have to be modified at the south entrance. Mr. Cross stated these options are possible but at this time final decisions of what to do with the building are still in the works.

MOTION BY COMMISSIONER COOK, SUPPORTED BY COMMISSIONER LIVINGSTON – THE OWOSSO PLANNING COMMISSION, FIND THE REQUEST OF THE REZONING PETITION FOR PARCEL 050-660-004-006-00, ALSO KNOW AS 621 W. OLIVER STREET FROM R-1 SINGLE FAMILY RESIDENTIAL TO OS-1 OFFICE SERVICE DISTRICT TO BE IN CONFORMANCE WITH THE CRITERIA FOR A ZONING CHANGE, HEREBY RECOMMENDS APPROVAL TO THE CITY COUNCIL.

ROLL CALL VOTE:

AYES: COMMISSIONERS ADAMS, COLLISON, COOK, LAW, LIVINGSTON AND CHAIRMAN WASCHER.

NAYS: COMMISSIONER FEAR

MOTION PASSED

SITE PLAN REVIEW FOR 503 S SHIAWASSEE:

David McDade, Architect, presented the site plan to add (1) 30 X 100 (3,000 square foot) storage unit in the same location as previously approved in the 1995 site plan. Tom Lister owns Curwood Mini Storage and is asking to add a fourth building on this property.

COMPARISON CHART

	REQUIRED	EXISTING	PROPOSED
Zoning	n/a	I-1	I-1
Gross lot area	n/a	65,165 square feet or 1.5 acres	No change
Setbacks-			
Front yard	40' (q)	16'	16'
Side yard	20' (r)	20'	No change
Rear yard	(r, s)	n/a	n/a
Height	40'	8'4"	8'4"

- (q) Off-street parking for visitors, over and above the number of spaces required under section 38-380, may be permitted within the required front yard provided that such off-street parking spaces are not located within twenty (20) feet of the front lot line.
- (r) No building shall be located closer than fifty (50) feet to the outer perimeter (property line) of such district when said property line abuts any residential district.
- (s) All storage shall be in the rear yard and shall be completely screened with an obscuring wall or fence, not less than six (6) feet high, or with a chain link type fence and a greenbelt planting so as to obscure all view from any adjacent residential, office or business district or from a public street. Loading areas shall be provided in accordance with section 38-382.

Planning and Zoning

The current site plan proposes adding an additional 300 square foot storage building. Current buildings on the site are built within the required setback requirements unless looking at this from the road edge, in which the setback is more than adequate. Staff finds no issues with current build proposal and recommends approval of site plan.

Building

Building has no issues at this time. A full set of engineered drawings will be provided to building department before a building permit can be issued.

Utilities & Engineering

1. There exists a locked gate on the Washington Street side of the property that is not identified on the plans. The developer should confirm that all traffic will ingress and egress onto Shiawassee Street.
2. There is evidence of some underground electrical system and appurtenances on site. They should be noted on the plans and how they will be administered as result of the new storage facility.
3. Site drainage information is vague. Visually, it appears storm runoff goes south to north in the subject area. The new building will create some impervious area and storm runoff onto surrounding ground. Scale of runoff appears minor and may be handled by surrounding land, so no issues are evident at this time. Recommendation is that the developer should communicate with adjacent land owner (north) and have some sort of agreement as to how any storm runoff changes will be handled should an unforeseen problem develop.
4. There is no information regarding water or sanitary services, so no comment as to public utility concerns.
5. No traffic issues are apparent.

MOTION BY COMMISSIONER LIVINGSTON, SUPPORTED BY COMMISSIONER LAW – THE OWOSSO PLANNING COMMISSION HEREBY APPROVES THE APPLICATION FOR SITE PLAN REVIEW FOR 503 S. SHIAWASSEE STREET, PARCEL # 050-651-000-033-00 AS APPLIED AND ATTACHED HERETO IN PLANS DATED AUGUST 21, 2017.

YEAS: COMMISSIONERS ADAMS, COLLISON, COOK, FEAR, LAW, LIVINGSTON AND CHAIRMAN WASCHER.

NAYS: NONE

MOTION PASSED

BUSINESS ITEMS:

1. Election of Officers.

MOTION BY COMMISSIONER COLLISON SUPPORTED BY COMMISSIONER ADAMS TO SELECT WILLIAM WASCHER AS CHAIRMAN, FRANK LIVINGSTON AS VICE-CHAIR AND JANA FEAR AS SECRETARY FOR THE 2017-2018 FISCAL YEARS.

YEAS ALL. MOTION CARRIED.

2. Medical Marihuana Workshop Dates. Set at least 2 workshop dates to engage the citizens of Owosso regarding Medical Marihuana licensing and legislation.

MOTION BY VICE-CHAIR LIVINGSTON, SUPPORTED BY COMMISSIONER COLLISON THAT THE OWOSSO PLANNING COMMISSION HEREBY RECOMMENDS THE FOLLOWING DATES TO HOLD A PUBLIC WORKSHOP/FORUM FOR THE PURPOSE OF RECEIVING PUBLIC INPUT AND ENGAGING THE CITIZENS OF OWOSSO REGARDING THE NEW MEDICAL MARIHUANA LICENSING LEGISLATION THAT WILL BECOME EFFECTIVE DECEMBER 15, 2017. FIRST WORKSHOP DATE IS: SEPTEMBER 28, 2017 P.M. TO P.M. IN THE COUNCIL CHAMBERS AT CITY HALL AND THE SECOND WORKSHOP DATE IS OCTOBER 21, 2017 10 AM-NOON AT A LOCATION YET TO BE DETERMINED (POSSIBLY SCHOOL).

YEAS ALL. MOTION CARRIED.

3. Redevelopment Ready Communities. Ms. Montenegro presented the Report of Findings from the MEDC. The report helps communities identify “best practices” in various areas of government in an effort to help communities in areas of planning, communications, zoning, policies and development. The City of Owosso has two years to become certified.

MOTION BY COMMISSIONER COOK, SUPPORTED BY VICE-CHAIR LIVINGSTON THAT THE OWOSSO PLANNING COMMISSION HEREBY RECOMMENDS THE FOLLOWING DATE TO HOLD A CASUAL WORK SESSION OR COMMUNITY ROUNDTABLE TO HAVE AN OPEN DISCUSSION REGARDING THE REPORT OF FINDINGS AND NEXT STEPS. THE FIRST CHOICE IS OCTOBER 3, 2017 AND THE SECOND CHOICE IS OCTOBER 4, 2017. DEPENDING ON AVAILABILITY/LOCATION, ONE OF THESE DATES WILL BE CHOSEN.

ALL YEAS. MOTION CARRIED

ITEMS OF DISCUSSION: NONE

COMMISSIONER/PUBLIC COMMENT: NONE

ADJOURNMENT:

MOTION BY VICE-CHAIR LIVINGSTON, SUPPORTED BY COMMISSIONER LAW TO ADJOURN AT 8:30 P.M. UNTIL THE NEXT MEETING ON SEPTEMBER 25, 2017.

YEAS ALL, MOTION CARRIED.

Janae L. Fear, Secretary

MINUTES
REGULAR MEETING OF THE
DOWNTOWN DEVELOPMENT AUTHORITY/MAIN STREET
CITY OF OWOSSO
SEPTEMBER 6, 2017 AT 7:34 AM
CITY COUNCIL CHAMBERS

CALL TO ORDER: The meeting was called to order by Vice-Chairman Bill Gilbert at 7:34 a.m.

ROLL CALL: Was taken by Recording Secretary, Marty Stinson.

MEMBERS PRESENT: Vice-Chairman Bill Gilbert, Authority Members Lance Omer, Theresa Trecha, Kevin Wiles, and Jim Woodworth.

MEMBERS ABSENT: Chairman Dave Acton, Authority Members Kenn Cushman, Mayor Chris Eveleth, and Jon Moore.

OTHERS PRESENT: Josh Adams, Owosso DDA/Main Street Manager; Tracey Peltier, Owosso Main Street/DDA Program Assistant, Sue Montenegro, Assistant City Manager & Community Development Director, and Robert Doran-Brockway, Historical Facilities Director.

AGENDA:

IT WAS MOVED BY AUTHORITY MEMBER GILBERT AND SUPPORTED BY AUTHORITY MEMBER WILES TO APPROVE THE AGENDA FOR SEPTEMBER 6, 2017 AS PRESENTED,

AYES: ALL. MOTION CARRIED.

MINUTES:

IT WAS MOVED BY AUTHORITY MEMBER WILES AND SUPPORTED BY AUTHORITY MEMBER WOODWORTH TO APPROVE THE MINUTES OF AUGUST 2, 2017, AS PRESENTED.

AYES: ALL. MOTION CARRIED.

PUBLIC COMMENTS: None at this time.

ITEMS OF BUSINESS:

1) CHECK REGISTER

(SEE BOARD PACKET FOR CHECK REGISTER)

Mr. Adams commented that the Cruise to the Pits event represented many of the checks.

IT WAS MOVED BY AUTHORITY MEMBER WILES AND SUPPORTED BY AUTHORITY MEMBER OMER TO APPROVE THE CHECK REGISTER FOR AUGUST, 2016 AS PRESENTED.

AYES ALL. MOTION CARRIED.

2) BUDGET REPORT

Mr. Adams noted about \$10,000 in expenditures was from the Cruise to the Pits event as this is their first year. With June 30 ending the fiscal year, they did take in about \$11,000 prior to that, so those expenses were covered. They will be getting their own 501(3)(c) next year so this will be a one-time event on our records.

Mr. Adams also stated he is still waiting on the state for the personal property refund. He will be e-mailing the state treasury soon to check on that status.

Mr. Gilbert stated that the board should meet with the city manager before his retirement and refresh everyone's understanding regarding the responsibilities of the department of public works coordinating efforts and financial responsibilities with the Owosso Main Street regarding downtown soft versus hardscape maintenance.

3) BOARD SECRETARY SELECTION

The Board Secretary job description involves signing the board minutes, signing tax capture notes, TIF requests, etc. Marty Stinson will continue taking the minutes of the board meetings.

IT WAS MOVED BY AUTHORITY MEMBER WOODWORTH AND SUPPORTED BY AUTHORITY MEMBER GILBERT TO ELECT KEVIN WILES AS BOARD SECRETARY.

AYES ALL. MOTION CARRIED.

4) AMPHITHEATER DISCUSSION

Mr. Adams led a discussion about the Amphitheater concerts during the summertime. He was approached with a request that Owosso DDA/Main Street take over that programing. The current coordinator, Doug Cornell, wants to retire. The building and grounds are owned by the school and the facility is leased by the city. The contract actually expired in 2011, so that is being researched at this point per Ms. Montenegro. Per Mr. Adams, Mr. Cornell would help with the transition. They have meetings October through June and then work all summer during the seven concerts. The show costs run about \$300 - \$1500 per show, but they take in \$150 - \$400 at each concerts. We would need to form a committee. Mr. Adams has potential grant dollars for lights, speakers to upgrade equipment.

Ms. Montenegro noted that at this time, this is still school grounds and no alcohol would be allowed at the amphitheater. Ms. Peltier confirmed the Moonlight Market is coordinated with the Thursday concerts. Mr. Gilbert noted we would need a passionate chairman for this project.

Mr. Adams said the next meeting of the Amphitheater Board will be the second Tuesday of October to go over their year and he will attend.

5) FAÇADE GRANT UPDATE

Mr. Adams had to resubmit the cost estimates which had to be recalculated. They were about 22% higher to accommodate the spring 2018 price increases. He will also need new bank records from owners. He has resubmitted cost estimates to the MEDC Board. Then he will be ready to put out to bid shortly.

BOARD COMMENTS: None at this time.

COMMITTEE UPDATES:

1) DESIGN AND BUSINESS VITALITY

Mr. Omer commented that all the programs are being expanded – Curwood Highlander; flowers; business development; downtown clean-up; worklist; architectural photo hunt; business recruitment packet; volunteer opportunities with the Sign-up Genius; etc.

2) PROMOTION AND OUTREACH

Mr. Adams commented about the Artwalk this weekend on Saturday from 9-5 and Sunday from 1-5 with about 40 Artists; Open Streets on September 10; and the Home Tour on September 16. The Glo Committee is working on Beer, Apples and Cider in November and also an event in Owosso on New Year's Eve.

Mr. Adams also noted that he is looking into a Way Finding Grant for \$50,000. He also reminded the board about their training on Wednesday, September 13 at city hall from 6 – 9 p.m.

Discussion followed regarding need for more frequent trash can pick-up in the market street area for the next couple months. Mr. Adams will look into more frequent, temporary service.

ADJOURNMENT:

IT WAS MOVED BY AUTHORITY MEMBER WILES AND SUPPORTED BY AUTHORITY MEMBER OMER TO ADJOURN AT 8:25 A.M.

AYES: ALL. MOTION CARRIED.

Kevin Wiles, Board Secretary

mms