

**CITY OF OWOSSO
REGULAR MEETING OF THE CITY COUNCIL
MONDAY, JUNE 07, 2021
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 MAY 17, 2021:

APPROVAL OF THE MINUTES OF SPECIAL MEETING OF MAY 24, 2021:

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. Proposed Special Assessment Project – Glenwood Avenue. Conduct a public hearing to receive citizen comment regarding Resolution No. 3 for proposed Special Assessment District No. 2021-02 for Glenwood Avenue from Farr Street to the south end for street resurfacing.
2. Proposed Special Assessment Project – Park Street. Conduct a public hearing to receive citizen comment regarding Resolution No. 3 for proposed Special Assessment District No. 2021-06 for Park Street from Harper Street to Ridge Street for street resurfacing.
3. Proposed Special Assessment Project – Pearce Street. Conduct a public hearing to receive citizen comment regarding Resolution No. 3 for proposed Special Assessment District No. 2021-07 for Pearce Street from South Street to Francis Street for street resurfacing.

CITIZEN COMMENTS AND QUESTIONS

CONSENT AGENDA

1. Proposed Special Assessment Project – Garfield Avenue. Authorize Resolution No. 2 setting a public hearing for Monday, June 21, 2021 for proposed Special Assessment District No. 2021-03 for Garfield Avenue from Corunna Avenue to the south end for street resurfacing.
2. Proposed Special Assessment Project – Lincoln Avenue. Authorize Resolution No. 2 setting a public hearing for Monday, June 21, 2021 for proposed Special Assessment District No. 2021-04 for Lincoln Avenue from Farr Street to Monroe Street for street resurfacing.
3. Proposed Special Assessment Project – McMillan Road. Authorize Resolution No. 2 setting a public hearing for Monday, June 21, 2021 for proposed Special Assessment District No. 2021-05 for McMillan Road from Industrial Drive to the south end for street resurfacing.
4. First Reading and Set Public Hearing – Ordinance Amendment. Conduct first reading and set a public hearing for Monday, June 21, 2021 at 7:30 p.m. to receive citizen comment regarding the proposed addition of Article IX, *Golf Carts*, to Chapter 33, Traffic and Motor Vehicles, governing the use of golf carts on City streets.
5. Antique Bicycle Swap Meet and Ride Traffic Control Order. Approve request from Rick Morris of Westtown Merchant’s Association for closure of Lot #11, 800 West Main Street, for an Antique Bicycle Swap Meet and Ride on Sunday, August 8, 2021 at 7:00am through 3:00pm and approve Traffic Control Order No. 1453 formalizing the request.
6. Midwest Brass & Gas Traffic Control Order. Approve request from Devin Shaw for closure of Lot #10 to park trucks with trailers on Sunday, July 11, 2021 at 9:00am until Saturday, July 17, 2021 at 6:00pm and approve Traffic Control Order No. 1454 formalizing the request.
7. Contract Renewal - General Engineering Services. Approve the required annual renewal of the General Engineering Services contracts with Eng., Inc., Fleis & Vandenbrink, Inc., Orchard, Hiltz & McCliment, Inc., and Spicer Group, Inc. to provide engineering services through June 30, 2022.
8. Contract Approval – COVID Vaccines. Approve contract with the Shiawassee County Health Department for the provision of COVID vaccines to local homebound residents.
9. Bid Award - Sidewalk Replacement Contract. Approve the low responsive bid from KMI Road Maintenance, LLC for the 2021 Sidewalk Program in the amount of \$80,244.00 with additional contingency funding authorization in the amount of \$20,000.00, and further approve payment to the contractor upon satisfactory completion of the work or a portion thereof.
10. Bid Award - Water Service Line Replacement Project. Approve the bid from W.T. Stevens Construction, Inc. for the 2021 Water Service Line Replacement Project in the amount of \$136,738.00, with contingency funding authorization in the amount of \$7,000.00, and further approve payment to the contractor upon satisfactory completion of the work or a portion thereof.
11. Check Register – May 2021. Affirm check disbursements totaling \$1,183,391.82 for May 2021.

ITEMS OF BUSINESS

1. 2021-22 City Budget Adoption. Adopt General Appropriations Resolution approving the 2021-2022 City Budget.
2. Downtown Development Authority General Appropriations Resolution. Adopt the General Appropriations Resolution to authorize the levy of the Downtown Development Authority millage for the 2021-2022 fiscal year.

3. Additional MERS Payment. Consider making a voluntary additional payment to the defined benefit portion of the plan with MERS in the amount of \$504,302.38 using the portion of the fund balance assigned June 30, 2020.
4. Set Special Meeting/Public Hearing. Set a Special Meeting of City Council for Monday, June 28, 2021 at 7:30 p.m. to conduct a Public Hearing regarding the Michigan Department of Environmental Quality State Revolving Fund Project Plan for the replacement of lead and galvanized water service lines.
5. DayStarr Communications Easement. Consider approval of two 10' easements through the City lot located at the Southwest Corner of Gould Street and Corunna Avenue for installation and maintenance of new underground fiber optic communication lines.
6. Proposed Master Plan Adoption. Consider adoption of the proposed Master Plan as approved by the Planning Commission.
7. Closed Session. Authorize holding closed session after the last session of Citizen Comments and Questions for the purpose of consulting with an attorney regarding trial or settlement strategy in connection with specific pending litigation and to consider the purchase or lease of real property.

COMMUNICATIONS

1. Nathan Henne, City Manager. June 2021 Report.
2. Parks & Recreation Commission. Minutes of April 28, 2021.
3. Downtown Development Authority/Main Street. Minutes of May 5, 2021.
4. Owosso Historical Commission. Minutes of May 10, 2021.
5. Historic District Commission. Minutes of May 20, 2021.
6. Planning Commission. Minutes of May 24, 2021.

CITIZEN COMMENTS AND QUESTIONS

NEXT MEETING

Monday, June 21, 2021

BOARDS AND COMMISSIONS OPENINGS

Brownfield Redevelopment Authority – term expires June 30, 2026
 Building Board of Appeals – Alternate - term expires June 30, 2022
 Building Board of Appeals – Alternate - term expires June 30, 2021
 Owosso Historical Commission – 2 terms expire December 31, 2021
 Owosso Historical Commission – term expires December 31, 2022
 Owosso Historical Commission – term expires December 31, 2023
 Parks & Recreation Commission-term expires June 30, 2022
 Zoning Board of Appeals – Alternate – term expires June 30, 2021
 Zoning Board of Appeals – term expires June 30, 2023

ADJOURNMENT

The City of Owosso will provide necessary reasonable auxiliary aids and services, such as signers for the hearing impaired and audio recordings 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.

PLEASE TAKE NOTICE THAT THE FOLLOWING MEETING CAN ONLY BE VIEWED VIRTUALLY

The Owosso City Council will conduct an in-person meeting on June 07, 2021. Citizens may view and listen to the meeting using the following link and phone numbers.

**OWOSSO CITY COUNCIL
Monday, June 07, 2021
at 7:30 p.m.**

The public joining the meeting via Zoom CANNOT participate in public comment.

- **Join Zoom Meeting:**
<https://us02web.zoom.us/j/82725498076?pwd=dVB4OVBwVFZ4YTMzV3VITGRhZEEvUT09>
- **Meeting ID: 827 2549 8076**
- **Password: 387050**
- **One tap mobile**
+16465588656,,82725498076#,,,,*387050# US (New York)
+13017158592,,82725498076#,,,,*387050# US (Washington DC)
- **Dial by your location**
+1 646 558 8656 US (New York)
+1 301 715 8592 US (Washington DC)
+1 312 626 6799 US (Chicago)
+1 669 900 9128 US (San Jose)
+1 253 215 8782 US (Tacoma)
+1 346 248 7799 US (Houston)
- **For video instructions visit:**
 - o Signing up and Downloading Zoom <https://youtu.be/qsy2Ph6kSf8>
 - o Joining a Zoom Meeting <https://youtu.be/hlKcmbvAHQQ>
 - o Joining and Configuring Audio and Video <https://youtu.be/-s76QHshQnY>
- **Helpful notes for participants:** [Helpful Hints](#)
- **Meeting packets are published on the City of Owosso website** <http://www.ci.owosso.mi.us>

Any person who wishes to contact members of the City Council to provide input or ask questions on any business coming before the Council on June 07, 2021 may do so by calling or e-mailing the City Clerk's Office prior to the meeting at (989)725-0500 or city.clerk@ci.owosso.mi.us. Contact information for individual Council members can be found on the City website at: <http://www.ci.owosso.mi.us/Government/City-Council>

The City of Owosso will provide necessary reasonable auxiliary aids and services, such as signers for the hearing impaired and audio recordings 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.

**CITY OF OWOSSO
REGULAR MEETING OF THE CITY COUNCIL
MINUTES OF MAY 17, 2021
7:30 P.M.**

PRESIDING OFFICER: MAYOR CHRISTOPHER T. EVELETH

OPENING PRAYER: COUNCILMEMBER JEROME C. HABER

PLEDGE OF ALLEGIANCE: MAYOR CHRISTOPHER T. EVELETH

PRESENT: Mayor Christopher T. Eveleth, Mayor Pro-Tem Susan J. Osika, Councilmembers Janae L. Fear, Jerome C. Haber, Daniel A. Law, Nicholas L. Pidek, and Robert J. Teich, Jr.

ABSENT: None.

APPROVE AGENDA

Motion by Mayor Pro-Tem Osika to approve the agenda as presented.

Motion supported by Councilmember Fear and concurred in by unanimous vote.

APPROVAL OF THE MINUTES OF REGULAR MEETING OF MAY 3, 2021

Motion by Mayor Pro-Tem Osika to approve the Minutes of the Regular Meeting of May 3, 2021 as presented.

Motion supported by Councilmember Law and concurred in by unanimous vote.

APPROVAL OF THE MINUTES OF SPECIAL MEETING OF MAY 11, 2021

Motion by Councilmember Fear to approve the Minutes of the Special Meeting of May 11, 2021 as presented.

Motion supported by Councilmember Pidek and concurred in by unanimous vote.

PROCLAMATIONS / SPECIAL PRESENTATIONS

None.

PUBLIC HEARINGS

2021-2022 City Budget

A Public Hearing was conducted pursuant to Chapter 8 of the City Charter to receive citizen comment regarding proposed 2021-2022 City Budget.

The following person commented regarding the proposed budget:

Tom Manke, 2610 W. M-21, said he was really happy to see that police body cams were included in the proposed budget.

Seeing there were no more citizen comments, Mayor Eveleth closed the public hearing.

The Council will consider approval of the proposed budget at the June 7, 2021 meeting.

MEDC Water-Related Infrastructure Grant

A Public Hearing was conducted to receive citizen comment regarding the application for Michigan Economic Development Corporation's Water-Related Infrastructure Grant.

There were no citizen comments received prior to, or during the meeting.

Councilmember Pidek inquired whether the City would be replacing any lead/galvanized water service lines as a part of this project. It was noted that the City is required to replace all lead service lines if any are discovered as a part of the project.

Motion by Mayor Pro-Tem Osika authorizing application for a water-related infrastructure grant from the Michigan Strategic Fund as follows:

RESOLUTION NO. 77-2021

RESOLUTION AUTHORIZING MEDC WATER-RELATED INFRASTRUCTURE GRANT APPLICATION

WHEREAS, the Michigan Strategic Fund has invited Units of General Local Government to apply for its Water-Related Infrastructure (WRI) Competitive Funding Round; and

WHEREAS, the City of Owosso desires to request \$1,623,190 in CDBG funds to replace aging, obsolete, and undersized water main on Center, Clyde, Huron, Milwaukee, and Lynn Streets – constituting 4,351 linear feet of water main replacements; and

WHEREAS, the City of Owosso commits local funds from its Water Fund in the amount of \$542,529; and

WHEREAS, the proposed project is consistent with the local Community Development Plan as described in the Application; and

WHEREAS, the proposed project will benefit all residents of the project area and 51% of the residents of the City of Owosso are low and moderate income persons as determined by census data provided by the U.S. Department of Housing and Urban Development; and

WHEREAS, local funds and any other funds to be invested in the project have not been obligated/incurred and will not be obligated/incurred prior to a formal grant award, completion of the environmental review procedures and a formal written authorization to obligate/incur costs from the Michigan Economic Development Corporation.

NOW THEREFORE BE IT RESOLVED that the City of Owosso hereby designates the Mayor as the Environmental Review Verifying Officer, the person authorized to certify the Michigan CDBG Application, the person authorized to sign the Grant Agreement and payment requests, and the person authorized to execute any additional documents required to carry out and complete the grant.

Motion supported by Councilmember Fear.

Roll Call Vote.

AYES: Councilmembers Fear, Teich, Haber, Law, Pidek, Mayor Pro-Tem Osika, and Mayor Eveleth.

NAYS: None.

CITIZEN COMMENTS AND QUESTIONS

Tom Manke, 2610 W. M-21, said he would like to see the City elevate priority of fire hydrant repairs and flushing in this year's budget because the hydrants are in bad shape.

Eddie Urban, 601 Glenwood Avenue, showed some pictures he had taken of the cleanup progress in his yard. He also spoke about how hard it is to live with the side effects of medications. City Manager said that he would check with the City's new Public Services Director to see if hydrant flushing can be elevated in the work schedule.

Mayor Pro-Tem Osika indicated that she had spoken with several people about the increase in golf cart traffic around town. She went on to say that Public Safety Director Lenkart is working on developing an ordinance which will be brought before Council soon. She also noted that the garbage issue at the Post Office has been remedied through the installation of a second receptacle.

CONSENT AGENDA

Motion by Councilmember Pidek to approve the Consent Agenda as follows:

Proposed Special Assessment Project – Glenwood Avenue. Authorize Resolution No. 2 setting a public hearing for Monday, June 7, 2021 for proposed Special Assessment District No. 2021-02 for Glenwood Avenue from Farr Street to the south end for street resurfacing as follows:

RESOLUTION NO. 78-2021
GLENWOOD AVENUE
FROM SOUTH END TO FARR AVENUE
SPECIAL ASSESSMENT RESOLUTION NO. 2

WHEREAS, the City Council has ordered the City Manager to prepare a report for public improvement, more particularly hereinafter described; and

GLENWOOD AVENUE, A PUBLIC STREET, FROM SOUTH END TO FARR AVENUE;
STREET RESURFACING

WHEREAS, the City Manager prepared said report and the same has been filed with the City Council as required by the Special Assessment Ordinance of the City of Owosso and the Council has reviewed said report.

NOW, THEREFORE, BE IT RESOLVED THAT:

1. The plans and estimate of cost and the report of the City Manager for said public improvement shall be filed in the office of the City Clerk and shall be available for public examination.
2. The City Council hereby determines that the Public Improvement hereinafter set forth may be necessary.

3. The City Council hereby approves the estimate of cost of said public improvement to be \$131,845.68 and determines that \$30,762.49 thereof shall be paid by special assessment imposed on the lots and parcels of land more particularly hereinafter set forth, which lots and parcels of land are hereby designated to be all of the lots and parcels of land to be benefited by said improvements and determines that \$101,083.19 of the cost thereof shall be paid by the City at large because of benefit to the City at large.
4. The City Council hereby determines that the portion of the cost of said public improvement to be specially assessed shall be assessed in accordance with the benefits to be received.
5. The City Council shall meet at the Owosso City Hall Council Chambers on Monday, June 7, 2021 for the purpose of hearing all persons to be affected by the proposed public improvement.
6. The City Clerk is hereby directed to cause notice of the time and place of the hearing to be published once in The Argus Press, the official newspaper of the City of Owosso, not less than seven (7) days prior to the date of said hearing and shall further cause notice of said hearing to be sent by first class mail to each owner of property subject to assessment, as indicated by the records in the City Assessor's Office as shown on the general tax roll of the City, at least (10) full days before the time of said hearing, said notice to be mailed to the addresses shown on said general tax rolls of the City.
7. The notice of said hearing to be published and mailed shall be in substantially the following form:

NOTICE OF SPECIAL ASSESSMENT HEARING
CITY OF OWOSSO, MICHIGAN

TO THE OWNERS OF THE FOLLOWING DESCRIBED PROPERTY:

Glenwood Avenue, a Public Street, from south end to Farr Avenue

TAKE NOTICE that the City Council intends to acquire and construct the following described public improvement: **Street Resurfacing.**

The City Council intends to defray a part or all of the cost of the above-described public improvement by special assessment against the above described property.

TAKE FURTHER NOTICE that City Council has caused plans and an estimate of the cost and report for the above described public improvement to be prepared and made by the City Manager and the same is on file with the City Clerk and available for public examination.

TAKE FURTHER NOTICE that the City Council will meet at the Owosso City Hall Council Chambers, Owosso, Michigan at 7:30 o'clock p.m. on Monday, June 7, 2021 for the purpose of hearing any person to be affected by the proposed public improvement.

Proposed Special Assessment Project – Park Street. Authorize Resolution No. 2 setting a public hearing for Monday, June 7, 2021 for proposed Special Assessment District No. 2021-06 for Park Street from Harper Street to Ridge Street for street resurfacing as follows:

RESOLUTION NO. 79-2021
PARK STREET
FROM HARPER STREET TO RIDGE STREET
SPECIAL ASSESSMENT RESOLUTION NO. 2

WHEREAS, the City Council has ordered the City Manager to prepare a report for public improvement, more particularly hereinafter described; and

PARK STREET, A PUBLIC STREET, FROM HARPER STREET TO RIDGE STREET;
STREET RESURFACING

WHEREAS, the City Manager prepared said report and the same has been filed with the City Council as required by the Special Assessment Ordinance of the City of Owosso and the Council has reviewed said report.

NOW, THEREFORE, BE IT RESOLVED THAT:

1. The plans and estimate of cost and the report of the City Manager for said public improvement shall be filed in the office of the City Clerk and shall be available for public examination.
2. The City Council hereby determines that the Public Improvement hereinafter set forth may be necessary.
3. The City Council hereby approves the estimate of cost of said public improvement to be \$121,775.28 and determines that \$30,077.34 thereof shall be paid by special assessment imposed on the lots and parcels of land more particularly hereinafter set forth, which lots and parcels of land are hereby designated to be all of the lots and parcels of land to be benefited by said improvements and determines that \$91,697.94 of the cost thereof shall be paid by the City at large because of benefit to the City at large.
4. The City Council hereby determines that the portion of the cost of said public improvement to be specially assessed shall be assessed in accordance with the benefits to be received.
5. The City Council shall meet at the Owosso City Hall Council Chambers on Monday, June 7, 2021 for the purpose of hearing all persons to be affected by the proposed public improvement.
6. The City Clerk is hereby directed to cause notice of the time and place of the hearing to be published once in The Argus Press, the official newspaper of the City of Owosso, not less than seven (7) days prior to the date of said hearing and shall further cause notice of said hearing to be sent by first class mail to each owner of property subject to assessment, as indicated by the records in the City Assessor's Office as shown on the general tax roll of the City, at least (10) full days before the time of said hearing, said notice to be mailed to the addresses shown on said general tax rolls of the City.
7. The notice of said hearing to be published and mailed shall be in substantially the following form:

NOTICE OF SPECIAL ASSESSMENT HEARING
CITY OF OWOSSO, MICHIGAN

TO THE OWNERS OF THE FOLLOWING DESCRIBED PROPERTY:

Park Street, a Public Street, from Harper Street to Ridge Street

TAKE NOTICE that the City Council intends to acquire and construct the following described public improvement: **Street Resurfacing.**

The City Council intends to defray a part or all of the cost of the above-described public improvement by special assessment against the above described property.

TAKE FURTHER NOTICE that City Council has caused plans and an estimate of the cost and report for the above described public improvement to be prepared and made by the City Manager and the same is on file with the City Clerk and available for public examination.

TAKE FURTHER NOTICE that the City Council will meet at the Owosso City Hall Council Chambers, Owosso, Michigan at 7:30 o'clock p.m. on Monday, June 7, 2021 for the purpose of hearing any person to be affected by the proposed public improvement.

Proposed Special Assessment Project – Pearce Street. Authorize Resolution No. 2 setting a public hearing for Monday, June 7, 2021 for proposed Special Assessment District No. 2021-07 for Pearce Street from South Street to Francis Street for street resurfacing as follows:

RESOLUTION NO. 80-2021

**PEARCE STREET
FROM SOUTH STREET TO FRANCIS STREET
SPECIAL ASSESSMENT RESOLUTION NO. 2**

WHEREAS, the City Council has ordered the City Manager to prepare a report for public improvement, more particularly hereinafter described; and

PEARCE STREET, A PUBLIC STREET, FROM SOUTH STREET TO FRANCIS STREET;
STREET RESURFACING

WHEREAS, the City Manager prepared said report and the same has been filed with the City Council as required by the Special Assessment Ordinance of the City of Owosso and the Council has reviewed said report.

NOW, THEREFORE, BE IT RESOLVED THAT:

1. The plans and estimate of cost and the report of the City Manager for said public improvement shall be filed in the office of the City Clerk and shall be available for public examination.
2. The City Council hereby determines that the Public Improvement hereinafter set forth may be necessary.
3. The City Council hereby approves the estimate of cost of said public improvement to be \$132,221.16 and determines that \$30,526.08 thereof shall be paid by special assessment imposed on the lots and parcels of land more particularly hereinafter set forth, which lots and parcels of land are hereby designated to be all of the lots and parcels of land to be benefited by said improvements and determines that \$101,695.08 of the cost thereof shall be paid by the City at large because of benefit to the City at large.
4. The City Council hereby determines that the portion of the cost of said public improvement to be specially assessed shall be assessed in accordance with the benefits to be received.
5. The City Council shall meet at the Owosso City Hall Council Chambers on Monday, June 7, 2021 for the purpose of hearing all persons to be affected by the proposed public improvement.
6. The City Clerk is hereby directed to cause notice of the time and place of the hearing to be published once in The Argus Press, the official newspaper of the City of Owosso, not less than seven (7) days prior to the date of said hearing and shall further cause notice of said hearing to be sent by first class mail to each owner of property subject to assessment, as indicated by the records in the City Assessor's Office as shown on the general tax roll of the City, at least (10) full

days before the time of said hearing, said notice to be mailed to the addresses shown on said general tax rolls of the City.

7. The notice of said hearing to be published and mailed shall be in substantially the following form:

NOTICE OF SPECIAL ASSESSMENT HEARING
CITY OF OWOSSO, MICHIGAN

TO THE OWNERS OF THE FOLLOWING DESCRIBED PROPERTY:

Pearce Street, a Public Street, from South Street to Francis Street

TAKE NOTICE that the City Council intends to acquire and construct the following described public improvement: **Street Resurfacing.**

The City Council intends to defray a part or all of the cost of the above-described public improvement by special assessment against the above described property.

TAKE FURTHER NOTICE that City Council has caused plans and an estimate of the cost and report for the above described public improvement to be prepared and made by the City Manager and the same is on file with the City Clerk and available for public examination.

TAKE FURTHER NOTICE that the City Council will meet at the Owosso City Hall Council Chambers, Owosso, Michigan at 7:30 o'clock p.m. on Monday, June 7, 2021 for the purpose of hearing any person to be affected by the proposed public improvement.

Boards and Commissions Appointments. Approve the following Mayoral Boards and Commissions appointments:

Name	Board/Commission	Term Expires
Brianna Carroll	Owosso Downtown Development Authority/Main Street	6/30/2024
Eric Lab	Owosso Downtown Development Authority/Main Street	6/30/2024

Mr. Owosso Pancake Breakfast Fundraiser Traffic Control Order. Approve request from Owosso Masonic Lodge #81 for closure of Greenway Street between North Water Street and Ball Street for a Pancake Breakfast Fundraiser for Mr. Owosso on Saturday, May 29, 2021 at 8:00am through 3:00pm and approve Traffic Control Order No. 1450 formalizing the request.

Roma's Back Door Traffic Control Order. Approve request from Roma's Back Door for closure of Comstock Street between Park Street and Saginaw Street for Curwood Festival related events from Thursday, June 3, 2021 at 12:00pm through Sunday, June 6, 2021 at 6:00pm and approve Traffic Control Order No. 1451 formalizing the request.

Mr. Owosso Poker Run Fundraiser Traffic Control Order. Approve request from Owosso Masonic Lodge #81 for closure of Washington Street between Mason Street and Williams Street for a Mr. Owosso Poker Run fundraising event on Sunday, May 23, 2021 from 10:00am through 10:00pm and approve Traffic Control Order No. 1452 formalizing the request.

Bid Award – Gould House Renovation Project. Approve bid award to Moore Trosper Construction Co. for the Gould House Renovation Project in the amount of \$192,000.00, contingent upon staff approval of the contract, and further approve payment to the contractor upon satisfactory completion of the project or portion thereof as follows:

RESOLUTION NO. 81-2021

RESOLUTION AWARDING GOULD HOUSE RENOVATION BID TO MOORE TROSPER CONSTRUCTION COMPANY

WHEREAS, the City of Owosso, Shiawassee County, Michigan, Owosso Historical Commission, required Mayotte Group Architects to solicit bids for the Gould House renovation project; and

WHEREAS, the City of Owosso received a bid from Moore Trosper Construction Company; and it is hereby determined that Moore Trosper is qualified to complete the project and that it has submitted the responsible and responsive bid; and

WHEREAS, this is a project to be funded from the Historical Sites Fund (298).

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

FIRST: The City of Owosso has theretofore determined that it is advisable, necessary and in the public interest to award the Gould House renovation bid to Moore Trosper Construction Company for a cost to the City of Owosso of \$192,000 to fund the roof replacement, soffit repair, and porch repair.

SECOND: The above expenses shall be paid from the Historical Sites Fund, 298-799-831.000.

Warrant No. 600. Authorize Warrant No. 600 as follows:

Vendor	Description	Fund	Amount
Waste Management	Landfill Charges 4/1/21-4/15/21	Various	\$10,109.22

Check Register – April 2021.* Affirm check disbursements totaling \$1,192,714.61 for April 2021.

Motion supported by Councilmember Fear.

Roll Call Vote.

AYES: Councilmembers Haber, Pidek, Mayor Pro-Tem Osika Councilmembers Fear, Teich, Law, and Mayor Eveleth.

NAYS: None.

ITEMS OF BUSINESS

Cash Management Policy

City Manager Henne noted that the City has been practicing the terms of the cash management policy but now a formal, written policy is required.

Motion by Mayor Pro-Tem Osika approving adoption of the following Cash Management Policy to comply with Federal Uniform Grant Guidance requirements:

**CITY OF OWOSSO
POLICIES AND PROCEDURES – FEDERAL AWARDS ADMINISTRATION
FINANCIAL MANAGEMENT SYSTEMS
CASH MANAGEMENT POLICY**

This policy was developed to set forth the regulations and procedures regarding all cash management activities of the City of Owosso, including:

- Bank Account Management
- Cash and Check Handling (Receipting)
 - Central
 - Off-site
 - Lockbox
- Cash Accounting and Bank Reconciliations
 - Cash Accounting
 - Bank Reconciliations
- On-line Banking
 - Administration/Authorization
 - Electronic Payments
 - Account Transfers
- Petty Cash
- Compliance with the Code of Federal Regulations § 200.305--Federal payment

Policies covering the authorization of payments are documented in a separate policies and procedures document.

Bank Account Management

All bank accounts must be in the name of the City of Owosso and established using the City of Owosso's EIN. The opening of new bank accounts and appointment of signors must be initiated by the Finance Director and approved by the City Manager. Should a new bank account be required, the requesting department must contact the Finance Director.

Requests to close bank accounts must also be initiated by the Finance Director and approved by the City Manager.

All general purpose cash of the City of Owosso is deposited into the general pool. Restricted funds may be maintained in a segregated pool and are not available for use for general City of Owosso operations. Any funds not needed immediately for operations are invested in accordance with the City of Owosso's Investment Policy.

Cash and Check Handling (Receipting)

To the extent practical, municipal cash operations reside in the City's Treasurer's office. Off-site locations (public safety, building department) may also handle cash receipts. The cash receipting

software/system will be used by all departments handling cash. The Treasurer's office will deliver cash to the bank.

- All cash received at City Hall Treasury is processed by the cashiers in the Treasurer's Office.
- All cash received at City Hall Building Department is processed by their Office Manager or designee and turned into the Treasurer's office for depositing at the bank.
- All cash received at Public Service department is processed by their Office Manager or designee and turned into the Treasurer's office for depositing at the bank.
- All receipts must be processed using BS&A receipting software.

Accounting and Bank Reconciliations

Cash Accounting

The accounting and reconciling of cash activity is performed daily. The "daily work" has two main categories, 1) Recording of daily transactions 2) Reconciliation of the daily cash with receipting software reports.

Bank Reconciliations

Monthly, all bank accounts are reconciled between the bank accounts and the city accounting software. Reconciliations are to be prepared by the Accountant and reviewed and approved by the Finance Director.

On-Line Banking

On-line banking is a useful tool, the use of which is becoming more and more widespread. It is important to have proper controls over access to online banking. Online banking can be used to view daily activity, stop payments on checks, download statements and make electronic payments. It is important that employees are granted access only to those functions that are necessary for the completion of their job functions.

Administration

Administrators of on-line banking should be limited to those with a high level of responsibility and authority. If possible, it is best to have two administrators in order to add or delete users or to make changes to user access. The changes should be initiated by one administrator and approved by another user.

Users who will be designated as electronic transaction officers (etos), are responsible for initiating and/or approving and releasing electronic payments and making electronic transfers. A user that initiates an ach or wire transfer out of the city accounts will not be able to release that payment. Two users will be needed to transact all cash movement out of the city's bank accounts.

Motion supported by Councilmember Law.

Roll Call Vote.

AYES: Mayor Pro-Tem Osika, Councilmembers Law, Fear, Haber, Pidek, Teich, and Mayor Eveleth.

NAYS: None.

Owosso Junior High Kayak/Canoe Landing & Locker Easement

Motion by Councilmember Pidek accepting the addition of language to the existing permanent non-exclusive easement from the Owosso School Board for the construction and maintenance of a canoe/kayak launch and locker on the Shiawassee River behind the Owosso Junior High School on the James Miner Bikeway for the sum of One Dollar (\$1.00) as detailed below:

RESOLUTION NO. 82-2021

RESOLUTION AUTHORIZING THE ACCEPTANCE OF JUNIOR HIGH SCHOOL CANOE AND KAYAK LANDING AND LOCKER EASEMENT

WHEREAS, the City of Owosso, Shiawassee County, Michigan, Parks and Recreation Commission has voted to install a canoe and kayak landing and locker on the Shiawassee River at the site of the current Junior High School; and

WHEREAS, the existing easement for this location only allows for a pedestrian path; and

WHEREAS, additional language has been added to allow for a canoe and kayak landing and locker.

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

FIRST: The City of Owosso accepts the easement for the installation of a canoe and kayak landing and locker on the Shiawassee River at the Junior High School location.

Motion supported by Mayor Pro-Tem Osika.

Roll Call Vote.

AYES: Councilmembers Pidek, Fear, Law, Haber, Mayor Pro-Tem Osika, Councilmember Teich, and Mayor Eveleth.

NAYS: None.

MEDC Michigan Council for Arts and Cultural Affairs (MCACA) Grant Application

Motion by Mayor Pro-Tem Osika authorizing City Staff to submit an application to the Michigan Economic Development Corporation's MCACA Grant to partially fund capital improvements to the Gould House, Curwood Castle and the Library as follows:

RESOLUTION NO. 83-2021

RESOLUTION AUTHORIZING 2021 MICHIGAN COUNCIL FOR ARTS AND CULTURAL AFFAIRS (MCACA) GRANT APPLICATION

WHEREAS, the City of Owosso, Shiawassee County, Michigan, wishes to apply for a 2021 MCACA Grant; and

WHEREAS, the City of Owosso wishes to fund capital improvements for historical properties under city ownership to include the Gould house, Curwood Castle, and the Owosso Library; and

WHEREAS, these properties require replacement of furnaces, boilers, and air conditioning units; and

WHEREAS, the City's Six-Year Capital Improvement Plan includes these projects.

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

FIRST: The City of Owosso has theretofore determined that it is advisable, necessary and in the public interest to authorize a 2021 MCACA grant application in the amount of \$82,500.

SECOND: The City of Owosso agrees to match the grant application on a dollar for dollar basis up to an additional \$82,500 from the General Fund and Historical Sites Fund – bringing the total project cost to an estimated \$165,000.

THIRD: If the MCACA grant is awarded, the project would be completed according to the rules set forth in the grant guidelines.

Motion supported by Councilmember Law.

Roll Call Vote.

AYES: Councilmembers Haber, Fear, Teich, Pidek, Law, Mayor Pro-Tem Osika, and Mayor Eveleth.

NAYS: None.

Annual Fee Schedule Amendments*

Motion by Councilmember Pidek to approve adoption of the new Fee Schedule effective June 1, 2021 as follows:

RESOLUTION NO. 84-2021

UPDATING THE SCHEDULE FOR FEES, LICENSES, FINES AND CHARGES FOR THE CITY OF OWOSSO

WHEREAS, the *City of Owosso Code of Ordinances* provides for the establishment of many fees, licenses, fines and charges to be established by resolution; and

WHEREAS, on August 5, 2013 the city council adopted Resolution No. 90-2013 creating a schedule of fees, licenses, fines and charges; and

WHEREAS, said schedule must be periodically reexamined and updated; and

WHEREAS, the city council has reviewed the charges and determined that from June 1, 2021 fees, licenses, fines and charges shall be in accordance with this resolution and the attached schedule.

NOW THEREFORE BE IT RESOLVED by the city council of the city of Owosso, Shiawassee County, Michigan that:

- FIRST: the attached schedule for fees, licenses, fines and charges is hereby adopted effective June 1, 2021.
- SECOND: any parts of resolutions and memoranda in conflict with this resolution are hereby repealed.
- THIRD: this resolution is intended to preserve all existing charges and fees set forth in any resolution, ordinance, or law which are not in conflict with this resolution and attached schedule and to fulfill the requirements of any ordinance authorizing the city council to establish fees by resolution.
- FOURTH: fees for public records not set forth in this resolution and attached schedule, or in any other resolution, ordinance, or law, shall be set by the city manager in accordance with Act 442 of the Public Acts of 1976, as amended.
- FIFTH: fees for public services not specifically set forth in this resolution and the attached schedule or in any other resolution, ordinance, or law may be established by the city manager, who shall promptly notify the city council in writing of each of them. The city manager shall establish fees for public services based upon the cost of providing the public service.

Motion supported by Councilmember Fear.

Roll Call Vote.

AYES: Mayor Pro-Tem Osika, Councilmembers Teich, Law, Haber, Fear, Pidek, and Mayor Eveleth.

NAYS: None.

COMMUNICATIONS

Liquor Control Commission. Notice of application for new license, J&H Oil.
Liquor Control Commission. Notice of application to transfer license, Owosso 3 Cinema.
Cheryl A. Grice, Finance Director. March 2021 Revenue & Expenditure Report.
Cheryl A. Grice, Finance Director. April 2021 Revenue & Expenditure Report.
N. Bradley Hissong, Building Official. April 2021 Building Department Report.
N. Bradley Hissong Building Official. April 2021 Code Violations Report.
N. Bradley Hissong Building Official. April 2021 Inspections Report.
N. Bradley Hissong Building Official. April 2021 Certificates Issued Report.
Kevin D. Lenkart, Public Safety Director. April 2021 Police Report.
Kevin D. Lenkart, Public Safety Director. April 2021 Fire Report.

CITIZEN COMMENTS AND QUESTIONS

Tom Manke, 2610 W. M-21, wanted to know when the new kayak launch behind the Junior High would be constructed.

Eddie Urban, 601 Glenwood Avenue, spoke about his desire to see guns without a trigger safety outlawed.

Councilmember Fear asked about details for the upcoming special Council meeting on Monday, May 24, 2021. It was noted the meeting is to conduct a public hearing to receive citizen comment on the City's application for the funding of a project at the WWTP from the State Revolving Fund.

NEXT MEETING

Monday, May 24, 2021, 7:30 p.m. – Special Meeting
Monday, June 07, 2021, 7:30 p.m. – Regular Meeting

BOARDS AND COMMISSIONS OPENINGS

Brownfield Redevelopment Authority – term expires June 30, 2026
Building Board of Appeals – Alternate - term expires June 30, 2022
Building Board of Appeals – Alternate - term expires June 30, 2021
Downtown Development Authority – 2 terms expire June 30, 2021
Owosso Historical Commission – 2 terms expire December 31, 2021
Owosso Historical Commission – term expires December 31, 2022
Owosso Historical Commission – term expires December 31, 2023
Parks & Recreation Commission-term expires June 30, 2022
Zoning Board of Appeals – Alternate – term expires June 30, 2021
Zoning Board of Appeals – term expires June 30, 2023

ADJOURNMENT

Motion by Mayor Pro-Tem Osika for adjournment at 8:03 p.m.

Motion supported by Councilmember Law and concurred in by unanimous vote.

Christopher T. Eveleth, Mayor

Amy K. Kirkland, City Clerk

*Due to their length, text of marked items is not included in the minutes. Full text of these documents is on file in the Clerk's Office.

**CITY OF OWOSSO
SPECIAL MEETING OF THE CITY COUNCIL
MINUTES OF MAY 24, 2021
7:30 P.M.**

PRESIDING OFFICER: MAYOR CHRISTOPHER T. EVELETH

PLEDGE OF ALLEGIANCE: MAYOR CHRISTOPHER T. EVELETH

PRESENT: Mayor Christopher T. Eveleth, Mayor Pro-Tem Susan J. Osika, Councilmembers Jerome C. Haber, Daniel A. Law, Nicholas L. Pidek, and Robert J. Teich, Jr.

ABSENT: Councilmember Janae L. Fear.

CITIZEN COMMENTS AND QUESTIONS

There were no citizen comments.

PUBLIC HEARING

SRF Project Plan – Wastewater Treatment Plant

A public hearing was conducted to receive citizen comment regarding the amended Michigan Department of Environmental Quality State Revolving Fund Project Plan for the Wastewater Treatment Plant.

There were no citizen comments received prior to, or during the meeting.

Motion by Councilmember Teich to authorize the following resolution approving the State Revolving Fund Project Plan for the Wastewater Treatment Plant as amended:

RESOLUTION NO. 85-2021

**ADOPTION OF FINAL PROJECT PLAN FOR THE MICHIGAN DEPARTMENT OF ENVIRONMENT
GREAT LAKES & ENERGY (EGLE) STATE REVOLVING LOAN FUND AND DESIGNATING AN
AUTHORIZED PROJECT REPRESENTATIVE**

WHEREAS, the City of Owosso recognizes the need to make improvements to its existing wastewater treatment plant solids handling process equipment; and

WHEREAS, the City of Owosso authorized C2AE to prepare a Project Plan, which recommends the improvements to infrastructure to comply with regulatory requirements and increase reliability of service to residents and customers; and

WHEREAS, said Project Plan was presented at a Public Hearing held on May 24th, 2021 and all public comments have been considered and addressed.

NOW THEREFORE BE IT RESOLVED, that the City of Owosso formally adopts said Project Plan and agrees to implement the selected amendments:

- Removal of existing sludge dewatering “Centrifuge” equipment (purchased used from another Michigan WWTP, and installed in 1999)
- Replace existing centrifuge equipment with new technology screw presses
- Replace sludge tanks
- Replace sludge pumps

- Replace polymer feed equipment
- Replace ferric feed equipment
- Replace building roof
- Replace high pressure blowers
- Replace building sump pump

BE IT FURTHER RESOLVED, that the Director of Public Services & Utilities, a position currently held by Ryan Suchanek, is designated as the authorized representative for all activities associated with the project referenced above, including the submittal of said Project Plan, which has already been completed by C2AE who prepared and submitted the required Project Plan to the State of Michigan in cooperation with city staff and EGLE regulatory guidelines.

Motion supported by Mayor Pro-Tem Osika.

Roll Call Vote.

AYES: Councilmembers Pidek, Teich, Mayor Pro-Tem Osika, Councilmembers Haber, Law, and Mayor Eveleth.

NAYS: None.

ABSENT: Councilmember Fear.

NEXT MEETING

Monday, June 07, 2021

BOARDS AND COMMISSIONS OPENINGS

Brownfield Redevelopment Authority – term expires June 30, 2026
 Building Board of Appeals – Alternate - term expires June 30, 2022
 Building Board of Appeals – Alternate - term expires June 30, 2021
 Downtown Development Authority – 2 terms expire June 30, 2021
 Owosso Historical Commission – 2 terms expire December 31, 2021
 Owosso Historical Commission – term expires December 31, 2022
 Owosso Historical Commission – term expires December 31, 2023
 Parks & Recreation Commission-term expires June 30, 2022
 Zoning Board of Appeals – Alternate – term expires June 30, 2021
 Zoning Board of Appeals – term expires June 30, 2023

ADJOURNMENT

Motion by Councilmember Teich for adjournment at 7:34 p.m.

Motion supported by Councilmember Law and concurred in by unanimous vote.

 Christopher T. Eveleth, Mayor

 Amy K. Kirkland, City Clerk



MEMORANDUM

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

DATE: June 7, 2021

TO: Owosso City Council

FROM: Ryan Suchanek, Director of Public Services & Utilities

SUBJECT: Glenwood Avenue Resurfacing – Special Assessment Resolution No 3

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. **Glenwood Avenue, from south end to Farr Avenue**, is proposed by the city for street rehabilitation. 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 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 **January 4, 2021** 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 **May 17, 2021** 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: 1) If council agrees 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; 2) If Council agrees the project should go forward, but with some adjustments council may direct staff to make those adjustments and proceed; 3) If council determines the project is not warranted and should not proceed at all, council would simply fail to act on Resolution No. 3, effectively stopping the process. The hearing of necessity will be held during the regularly scheduled city Council meeting of **June 7, 2021**.

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. 2021-02
Glenwood Avenue, a Public Street, from south end to Farr Avenue

RESOLUTION NO.

**AUTHORIZING SPECIAL ASSESSMENT RESOLUTION NO. 3
ESTABLISHING SPECIAL ASSESSMENT DISTRICT NO. 2021-02
GLENWOOD AVENUE, FROM SOUTH END TO FARR AVENUE
FOR STREET RESURFACING**

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:

**GLENWOOD AVENUE, A PUBLIC STREET, FROM SOUTH END TO FARR AVENUE
STREET RESURFACING**

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 \$131,845.68 and approves said estimated cost and determines that the estimated life of said public improvement is fifteen (15) years.
3. The City Council determines that of said total estimated cost, the sum of \$30,762.49 be paid by special assessment upon the property specially benefited, as more particularly hereinafter described, and that the sum of \$101,083.19 of said total estimated cost shall be the obligation of the City at large because of benefit to the City at large.
4. The City Council hereby designates the following described property as the special assessment district upon which the special assessment shall be levied:

**Glenwood Avenue, a Public Street, from south end to Farr Avenue
For Street Resurfacing**

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.
6. 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.




City of Owosso

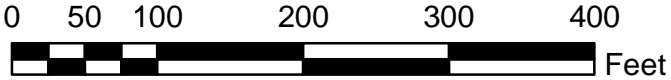
Proposed Special Assessment No. 2021-02

Glenwood Avenue
from South end to Farr Ave.

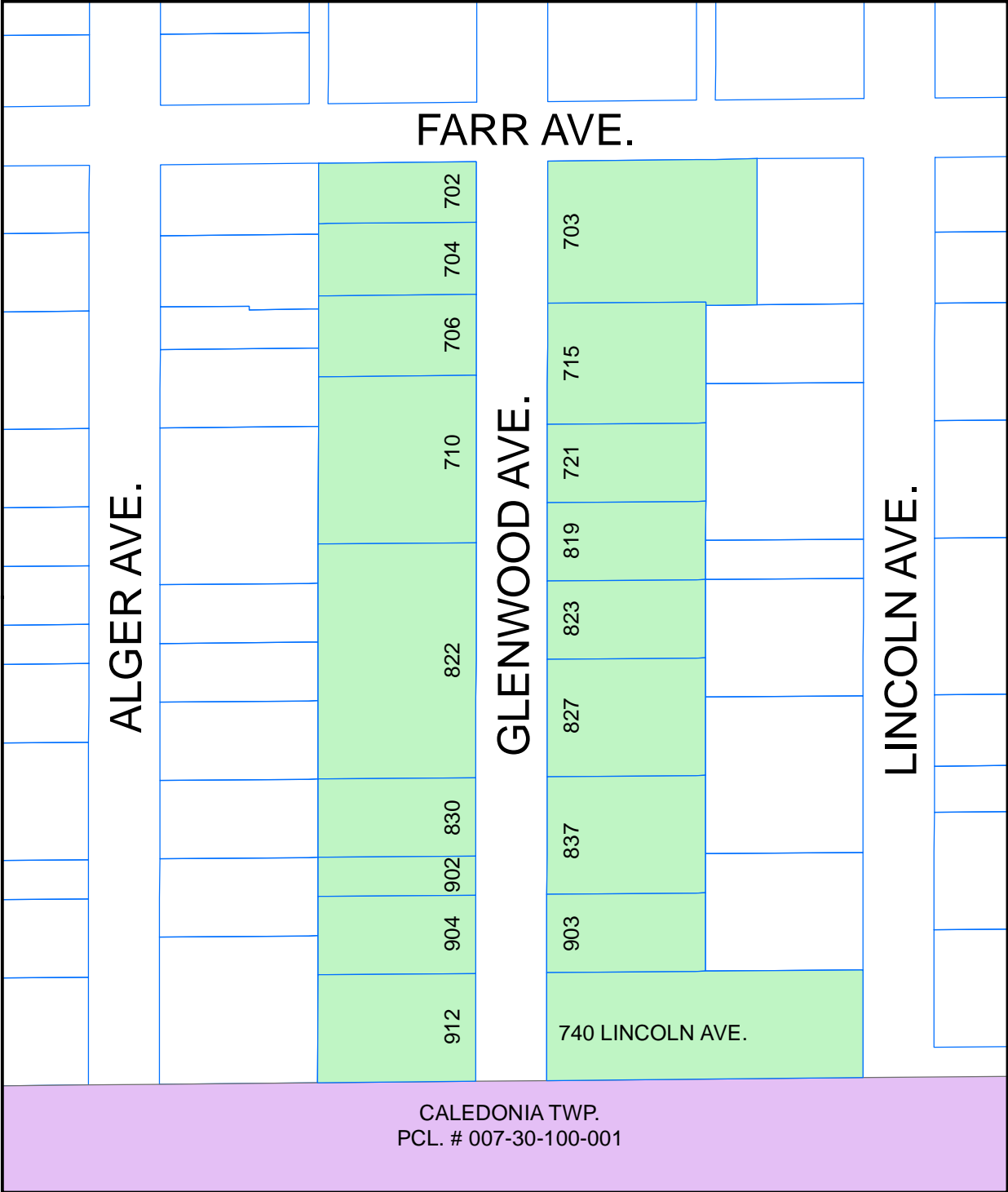


Legend

-  Special Assessment Parcels
-  Caledonia Twp Parcels
-  Other City of Owosso Parcels
- 501 Street Address Number



1 inch = 132 feet



GLENWOOD AVENUE FROM SOUTH END TO FARR AVENUE ENGINEER'S ESTIMATE

DESCRIPTION	QUANTITY	UNIT	UNIT PRICE	AMOUNT	ELIGIBLE	CITY COST	ASSESSMENT	ASSESSMENT
					AMOUNT	60 PERCENT	AT 40% RESIDENTIAL	AT 40% COMMERCIAL
Mobilization, Max 10%, (Road and Storm)	0.18	LSUM	\$52,000.00	\$ 9,360.00	\$ 9,360.00	\$ 5,616.00	\$ 3,744.00	\$ 3,744.00
Pavt, Rem	200.7	Syd	\$9.00	\$ 1,806.30				
Sidewalk, Rem	15	Syd	\$10.00	\$ 150.00				
Embankment, CIP	20	Cyd	\$8.00	\$ 160.00				
Excavation, Earth	28	Cyd	\$10.00	\$ 280.00				
Subgrade Undercutting, Type II	4.5	Cyd	\$25.00	\$ 112.50				
Erosion Control, Inlet Protection, Fabric Drop	2	Ea	\$100.00	\$ 200.00	\$ 200.00	\$ 120.00	\$ 80.00	\$ 80.00
Subbase, CIP	6	Cyd	\$10.00	\$ 60.00				
Aggregate Base, LM, Modified	4.5	Cyd	\$20.00	\$ 90.00				
Aggregate Base, 8 inch, Modified	149	Syd	\$15.00	\$ 2,235.00				
Aggregate Base, 9 inch, Modified	504	Syd	\$17.00	\$ 8,568.00	\$ 1,904.00	\$ 1,142.40		\$ 761.60
HMA Base Crushing and Shaping, Modified	1869	Syd	\$2.00	\$ 3,738.00	\$ 1,246.00	\$ 747.60		\$ 498.40
Material, Surplus and Unsuitable, Rem, LM	4.5	Cyd	\$20.00	\$ 90.00				
Salv Crushed Material, LM	1.8	Cyd	\$10.00	\$ 18.00				
Asphalt Cement Stabilized Base, Modified	1869	Syd	\$2.40	\$ 4,485.60	\$ 2,242.80	\$ 1,345.68		\$ 897.12
Ashpalt Cement Binder	2990	Gal	\$3.50	\$ 10,465.00	\$ 5,232.50	\$ 3,139.50		\$ 2,093.00
Trenching, Modified	14	Sta	\$250.00	\$ 3,500.00	\$ 2,333.33	\$ 1,400.00		\$ 933.33
Maintenance Gravel	18	Ton	\$20.00	\$ 360.00				
Approach, CI I, LM	35	Cyd	\$30.00	\$ 1,050.00				
Geotextile, Separator, Modified	149	Syd	\$2.00	\$ 298.00				
Sanitary Service, Conflict	0.9	Ea	\$1,350.00	\$ 1,215.00				
Abandoned Gas Main, Conflict	0.9	Ea	\$500.00	\$ 450.00				
Dr Structure Cover, Adj, Case 1	5	Ea	\$500.00	\$ 2,500.00	\$ 2,500.00	\$ 1,500.00	\$ 1,000.00	\$ 1,000.00
Dr Structure Cover, EJ 1040 w/ Vented Cover	1	Ea	\$700.00	\$ 700.00	\$ 700.00	\$ 420.00	\$ 280.00	\$ 280.00
Dr Structure Cover, EJ 1040 w/ Solid Gasket Sealed Cover	2	Ea	\$700.00	\$ 1,400.00	\$ 1,400.00	\$ 840.00	\$ 560.00	\$ 560.00
Dr Structure Cover, EJ 1040 w/ Type O2 Beehive	2	Ea	\$700.00	\$ 1,400.00	\$ 1,400.00	\$ 840.00	\$ 560.00	\$ 560.00
Dr Structure, Temp Lowering	2	Ea	\$225.00	\$ 450.00	\$ 450.00	\$ 270.00	\$ 180.00	\$ 180.00
HMA, 13A (4")	497	Ton	\$73.00	\$ 36,281.00	\$ 36,281.00	\$ 21,768.60	\$ 14,512.40	\$ 14,512.40
Cement	0.36	Ton	\$200.00	\$ 72.00				
Driveway, Nonreinf Conc, 6 inch	32	Syd	\$45.00	\$ 1,440.00				
Sidewalk, Conc, 6 inch	161	Sft	\$5.00	\$ 805.00				
Barricade, Type III, High Intensity, Double Sided, Lighted, Furn & Oper	1	Ea	\$105.00	\$ 105.00				
Minor Traf Devices, Max \$10,000	0.18	LSUM	\$10,000.00	\$ 1,800.00	\$ 1,800.00	\$ 1,080.00	\$ 720.00	\$ 720.00
Plastic Drum, Fluorescent, Furn and Oper	2.7	Ea	\$35.00	\$ 94.50				
Sign, Type B, Temp, Prismatic, Furn and Oper	69	Sft	\$5.00	\$ 345.00				
Pedestrian Type II Barricade, Temp	0.36	Ea	\$125.00	\$ 45.00				
Turf Establishment, Performance	396	Syd	\$6.00	\$ 2,376.00				
Post, Steel, 3 lb	9	Ft	\$8.00	\$ 72.00				
Sign, Type III. Erect, Salv	0.9	Ea	\$60.00	\$ 54.00				
Sign, Type III, Rem	0.9	Ea	\$45.00	\$ 40.50				
Post, Mailbox	12	Ea	\$100.00	\$ 1,200.00				
Miscellaneous Work Items	1	LSUM	\$10,000.00	\$ 10,000.00	\$ 10,000.00	\$ 6,000.00	\$ 4,000.00	\$ 4,000.00
SUB TOTALS				\$109,871.40	\$77,049.63	\$46,229.78	\$25,636.40	\$30,819.85
ENGINEERING AT 15% ASSESSABLE COST				\$ 16,480.71	\$ 11,557.45	\$ 6,934.47	\$ 3,845.46	\$ 4,622.98
ADMINISTRATIVE AT 5% ASSESSABLE COST				\$ 5,493.57	\$ 3,852.48	\$ 2,311.49	\$ 1,281.82	\$ 1,540.99
GRAND TOTALS				\$131,845.68	\$92,459.56	\$55,475.74	\$30,763.68	\$36,983.82

GLENWOOD FROM SOUTH END TO FARR

SPECIAL ASSESSMENT ROLL

RESO 2

ENGINEER'S ESTIMATE ASSESSABLE AMOUNT	\$92,459.56
TOTAL ASSESSABLE FRONT FEET	1407.25

CALCULATING ASSESSABLE FRONT FOOT RATE AND AMOUNTS:

PROPERTY TYPE	RESIDENTIAL PROPERTY	COMMERCIAL PROPERTY	TOTAL
TOTAL ASSEMENT PER TYPE	\$92,459.56	\$92,459.56	
CITY SHARE \geq 60%	\$61,695.88	\$55,475.74	
PROPERTY SHARE @ \leq 40%	\$30,763.68	\$36,983.82	
ASSESSABLE FRONT FOOT RATE: PROP SHARE/1407.25	\$21.86	\$26.28	
TOTAL FRONT FEET PER TYPE	1407.25	0.00	
TOTAL AMOUNT OF ASSESSMENT PER TYPE:	\$30,763.68	\$0.00	\$30,763.68

SUMMARY: SPECIAL ASSESSMENT AMOUNTS PER SIDE OF STREET:

WEST SIDE	\$15,569.79
EAST SIDE	\$15,192.70
SOUTH SIDE	\$0.00
TOTAL SPECIAL ASSESSMENT	<u>\$30,762.49</u>

GLENWOOD FROM SOUTH END TO FARR

SPECIAL ASSESSMENT ROLL NO. 2021-02

RESO 2

WEST SIDE

ADDRESS NO.	STREET	PROPERTY OWNER NAME	ROLL NUMBER	FRONT FOOTAGE	CORNER LOT DISCOUNT	ASSESSABLE FRONT FEET	FRONT FOOT RATE	AMOUNT OF ASSESSMENT	ZONING TYPE
912	GLENWOOD	COOMER, CASSANDRA L & DEBRA	050-010-003-001-00	41	1	41.00	\$21.86	\$896.26	R1
904	GLENWOOD	WEST, CHRISTOPHER M	050-010-003-024-00	66	1	66.00	\$21.86	\$1,442.76	R1
902	GLENWOOD	LAWSON, JO ANN	050-010-003-023-00	33	1	33.00	\$21.86	\$721.38	R1
830	GLENWOOD	CUMMINGS, JOHN & BARBARA	050-010-003-022-00	66	1	66.00	\$21.86	\$1,442.76	R1
822	GLENWOOD	GRACE, SHAWN M	050-010-003-021-00	198	1	198.00	\$21.86	\$4,328.28	R1
710	GLENWOOD	REDMOND, JASON J	050-101-003-018-00	141	1	141.00	\$21.86	\$3,082.26	R1
706	GLENWOOD	CRAMMER, TRACY O	050-010-003-026-00	68	1	68.00	\$21.86	\$1,486.48	R1
704	GLENWOOD	KAISER, ANGELA	050-010-003-025-00	61	1	61.00	\$21.86	\$1,333.46	R1
702	GLENWOOD	HAMMOND, BREENNA	050-010-003-015-00	51	0.75	38.25	\$21.86	\$836.15	R1
				725		712.25		\$15,569.79	

EAST SIDE

ADDRESS NO.	STREET	PROPERTY OWNER NAME	ROLL NUMBER	FRONT FOOTAGE	CORNER LOT DISCOUNT	ASSESSABLE FRONT FEET	FRONT FOOT RATE	AMOUNT OF ASSESSMENT	ZONING TYPE
969	GLENWOOD	MILLS, KURT	050-010-004-001-00	41	1	41.00	\$21.86	\$896.26	R1
903	GLENWOOD	MILLS, KURT	050-010-004-002-00	66	1	66.00	\$21.86	\$1,442.76	R1
837	GLENWOOD	MILLS, KURT	050-010-004-003-00	99	1	99.00	\$21.86	\$2,164.14	R1
827	GLENWOOD	JAMROCH, MONICA	050-010-004-004-00	99	1	99.00	\$21.86	\$2,164.14	R1
823	GLENWOOD	JAMROCH, MONICA	050-010-004-005-00	66	1	66.00	\$21.86	\$1,442.76	R1
819	GLENWOOD	LOUCH, TIMOTHY	050-010-004-006-00	66	1	66.00	\$21.86	\$1,442.76	R1
721	GLENWOOD	LOUCH, TIMOTHY	050-010-004-007-00	66	1	66.00	\$21.86	\$1,442.76	R1
715	GLENWOOD	ROACH, MARK A	050-010-004-008-00	102	1	102.00	\$21.86	\$2,229.72	R1
703	GLENWOOD	LOTT, VINCENT G	050-010-004-010-00	120	0.75	90.00	\$21.86	\$1,967.40	R1
				725		695.00		\$15,192.70	

SOUTH SIDE

ADDRESS NO.	STREET	PROPERTY OWNER NAME	ROLL NUMBER	FRONT FOOTAGE	CORNER LOT DISCOUNT	ASSESSABLE FRONT FEET	FRONT FOOT RATE	AMOUNT OF ASSESSMENT	ZONING TYPE
	CALEDONIA TOWNSHIP		007-30-100-001	0	0.75	0.00	\$21.86	\$0.00	
				0		0.00		\$ -	

TOTALS: 1450.00 1407.25 \$ 30,762.49



MEMORANDUM

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

DATE: June 7, 2021

TO: Owosso City Council

FROM: Ryan Suchanek, Director of Public Services & Utilities

SUBJECT: Park Street Resurfacing – Special Assessment Resolution No 3

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. **Park Street, from Harper Street to Ridge Street**, is proposed by the city for street rehabilitation. 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 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 **February 1, 2021** 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 **May 17, 2021** 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: 1) If council agrees 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; 2) If Council agrees the project should go forward, but with some adjustments council may direct staff to make those adjustments and proceed; 3) If council determines the project is not warranted and should not proceed at all, council would simply fail to act on Resolution No. 3, effectively stopping the process. The hearing of necessity will be held during the regularly scheduled city Council meeting of **June 7, 2021**.

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. 2021-06
Park Street, a Public Street, from Harper Street to Ridge Street

RESOLUTION NO.

**AUTHORIZING SPECIAL ASSESSMENT RESOLUTION NO. 3
ESTABLISHING SPECIAL ASSESSMENT DISTRICT NO. 2021-06
PARK STREET, FROM HARPER STREET TO RIDGE STREET
FOR STREET RESURFACING**

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:

**PARK STREET, A PUBLIC STREET, FROM HARPER STREET TO RIDGE STREET
STREET RESURFACING**

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 \$121,775.25 and approves said estimated cost and determines that the estimated life of said public improvement is fifteen (15) years.
3. The City Council determines that of said total estimated cost, the sum of \$30,077.34 be paid by special assessment upon the property specially benefited, as more particularly hereinafter described, and that the sum of \$91,697.94 of said total estimated cost shall be the obligation of the City at large because of benefit to the City at large.
4. The City Council hereby designates the following described property as the special assessment district upon which the special assessment shall be levied:

**Park Street, a Public Street, from Harper Street to Ridge Street
For Street Resurfacing**

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.
6. 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.



City of Owosso

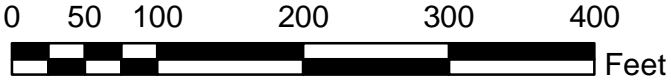
Proposed Special Assessment No. 2021-06

S. Park Street
from Harper St. to Ridge St.

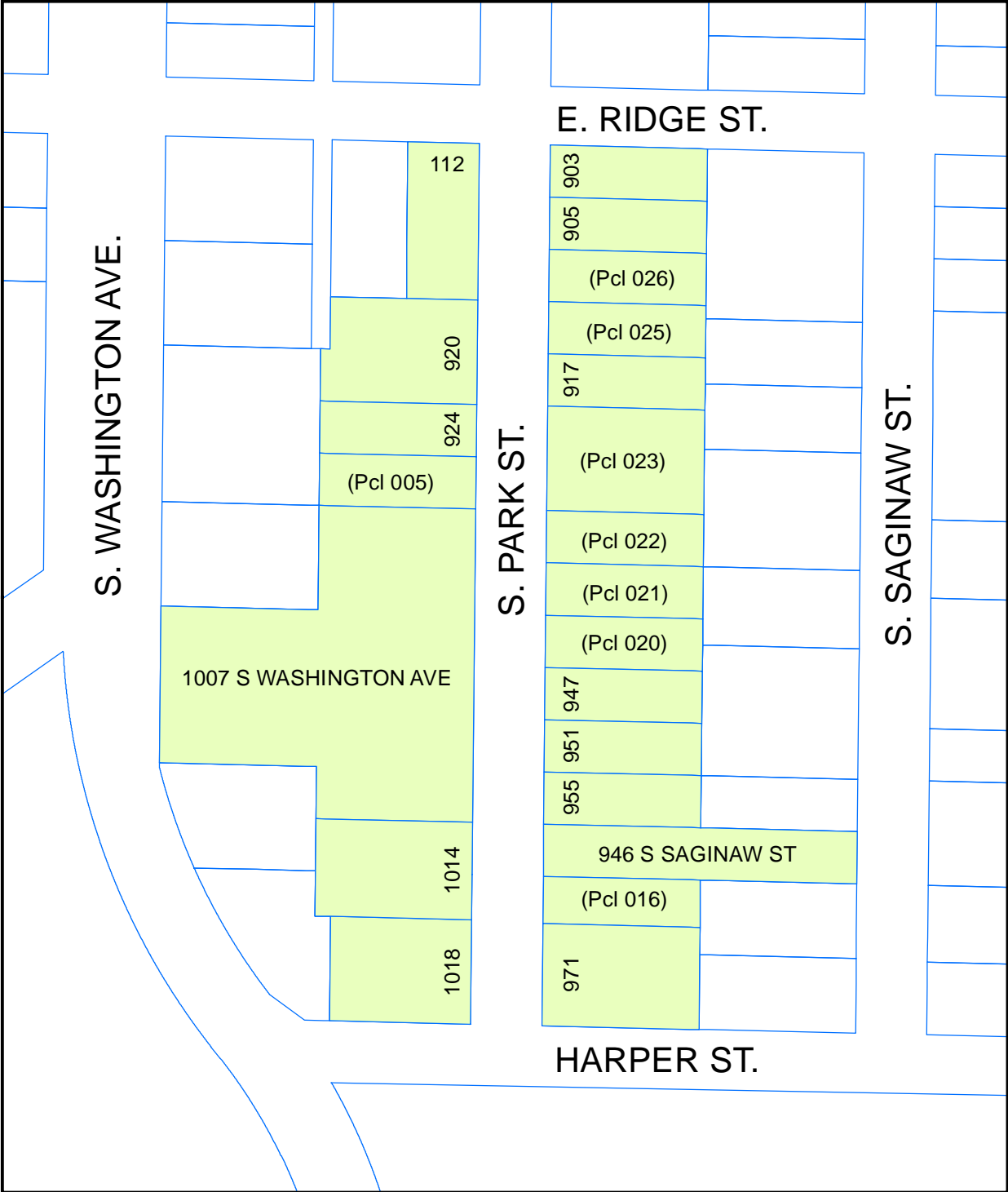


Legend

-  Special Assessment Parcels
-  Other City of Owosso Parcels
- 501 Street Address Number



1 inch = 132 feet



PARK STREET FROM HARPER STREET TO RIDGE STREET ENGINEER'S ESTIMATE

DESCRIPTION	QUANTITY	UNIT	UNIT PRICE	AMOUNT	ELLIGIBLE AMOUNT	CITY COST 60 PERCENT	ASSESSMENT AT 40% RESIDENTIAL	ASSESSMENT AT 40% COMMERCIAL
Mobilization, Max 10%, (Road and Storm)	0.19	LSUM	\$52,000.00	\$ 9,880.00	\$ 9,880.00	\$ 5,928.00	\$ 3,952.00	\$ 3,952.00
Pavt, Rem	193.85	Syd	\$9.00	\$ 1,744.65				
Embankment, CIP	24	Cyd	\$8.00	\$ 192.00				
Excavation, Earth	29	Cyd	\$10.00	\$ 290.00				
Subgrade Undercutting, Type II	4.75	Cyd	\$25.00	\$ 118.75				
Erosion Control, Inlet Protection, Fabric Drop	5	Ea	\$100.00	\$ 500.00	\$ 500.00	\$ 300.00	\$ 200.00	\$ 200.00
Aggregate Base, LM, Modified	4.75	Cyd	\$20.00	\$ 95.00				
Aggregate Base, 8 inch, Modified	129	Syd	\$15.00	\$ 1,935.00				
Aggregate Base, 9 inch, Modified	445	Syd	\$17.00	\$ 7,565.00	\$ 1,681.11	\$ 1,008.67		\$ 672.44
HMA Base Crushing and Shaping, Modified	1845	Syd	\$2.00	\$ 3,690.00	\$ 1,230.00	\$ 738.00		\$ 492.00
Material, Surplus and Unsuitable, Rem, LM	4.75	Cyd	\$20.00	\$ 95.00				
Salv Crushed Material, LM	1.9	Cyd	\$10.00	\$ 19.00				
Asphalt Cement Stabilized Base, Modified	1845	Syd	\$2.40	\$ 4,428.00	\$ 2,214.00	\$ 1,328.40		\$ 885.60
Ashpalt Cement Binder	2951	Gal	\$3.50	\$ 10,328.50	\$ 5,164.25	\$ 3,098.55		\$ 2,065.70
Trenching, Modified	15	Sta	\$250.00	\$ 3,750.00	\$ 2,500.00	\$ 1,500.00		\$ 1,000.00
Maintenance Gravel	19	Ton	\$20.00	\$ 380.00				
Approach, CI I, LM	12	Cyd	\$30.00	\$ 360.00				
Geotextile, Separator, Modified	129	Syd	\$2.00	\$ 258.00				
Sanitary Service, Conflict	0.95	Ea	\$1,350.00	\$ 1,282.50				
Abandoned Gas Main, Conflict	0.95	Ea	\$500.00	\$ 475.00				
Dr Structure Cover, Adj, Case 1	2	Ea	\$500.00	\$ 1,000.00	\$ 1,000.00	\$ 600.00	\$ 400.00	\$ 400.00
Dr Structure Cover, EJ 1040 w/ Solid Gasket Sealed Cover	2	Ea	\$700.00	\$ 1,400.00	\$ 1,400.00	\$ 840.00	\$ 560.00	\$ 560.00
Dr Structure, Temp Lowering	2	Ea	\$225.00	\$ 450.00	\$ 450.00	\$ 270.00	\$ 180.00	\$ 180.00
HMA, 13A (4")	488	Ton	\$73.00	\$ 35,624.00	\$ 35,624.00	\$ 21,374.40	\$ 14,249.60	\$ 14,249.60
Cement	0.38	Ton	\$200.00	\$ 76.00				
Barricade, Type III, High Intensity, Double Sided, Lighted, Furn & Oper	2	Ea	\$105.00	\$ 210.00				
Minor Traf Devices, Max \$10,000	0.19	LSUM	\$10,000.00	\$ 1,900.00	\$ 1,900.00	\$ 1,140.00	\$ 760.00	\$ 760.00
Plastic Drum, Fluorescent, Furn and Oper	2.85	Ea	\$35.00	\$ 99.75				
Sign, Type B, Temp, Prismatic, Furn and Oper	118	Sft	\$5.00	\$ 590.00				
Pedestrian Type II Barricade, Temp	0.38	Ea	\$125.00	\$ 47.50				
Turf Establishment, Performance	420	Syd	\$6.00	\$ 2,520.00				
Post, Steel, 3 lb	9.5	Ft	\$8.00	\$ 76.00				
Sign, Type III. Erect, Salv	0.95	Ea	\$60.00	\$ 57.00				
Sign, Type III, Rem	0.95	Ea	\$45.00	\$ 42.75				
Miscellaneous Work Items	1	LSUM	\$10,000.00	\$ 10,000.00	\$ 10,000.00	\$ 6,000.00	\$ 4,000.00	\$ 4,000.00
SUB TOTALS				\$101,479.40	\$73,543.36	\$44,126.02	\$24,301.60	\$29,417.34
ENGINEERING AT 15% ASSESSABLE COST				\$ 15,221.91	\$ 11,031.50	\$ 6,618.90	\$ 3,645.24	\$ 4,412.60
ADMINISTRATIVE AT 5% ASSESSABLE COST				\$ 5,073.97	\$ 3,677.17	\$ 2,206.30	\$ 1,215.08	\$ 1,470.87
GRAND TOTALS				\$121,775.28	\$88,252.03	\$52,951.22	\$29,161.92	\$35,300.81

PARK STREET FROM HARPER TO RIDGE

SPECIAL ASSESSMENT ROLL

RESO 2

ENGINEER'S ESTIMATE ASSESSABLE AMOUNT \$88,252.03
TOTAL ASSESSABLE FRONT FEET 1330.50

CALCULATING ASSESSABLE FRONT FOOT RATE AND AMOUNTS:

PROPERTY TYPE	RESIDENTIAL PROPERTY	COMMERCIAL PROPERTY	TOTAL
TOTAL ASSEMENT PER TYPE	\$88,252.03	\$88,252.03	
CITY SHARE ≥ 60%	\$59,090.11	\$52,951.22	
PROPERTY SHARE @ ≤40%	\$29,161.92	\$35,300.81	
ASSESSABLE FRONT FOOT RATE: PROP SHARE/1330.50	\$21.92	\$26.53	
TOTAL FRONT FEET PER TYPE	1132.50	198.00	
TOTAL AMOUNT OF ASSESSMENT PER TYPE:	\$24,822.15	\$5,253.33	\$30,075.49

SUMMARY: SPECIAL ASSESSMENT AMOUNTS PER SIDE OF STREET:

WEST SIDE	\$14,525.10
EAST SIDE	\$15,552.24
TOTAL SPECIAL ASSESSMENT	<u>\$30,077.34</u>

PARK STREET FROM HARPER TO RIDGE

SPECIAL ASSESSMENT ROLL NO. 2021-06

RESO 2

WEST SIDE

ADDRESS NO.	STREET	PROPERTY OWNER NAME	ROLL NUMBER	FRONT FOOTAGE	CORNER LOT DISCOUNT	ASSESSABLE FRONT FEET	FRONT FOOT RATE	AMOUNT OF ASSESSMENT	PROPERTY TYPE
1018	S PARK ST	JAMES & SHARON BOWER	050-652-011-009-00	88	0.75	66.00	\$21.92	\$1,446.72	R1
1014	S PARK ST	JAMES & SHARON BOWER	050-652-011-020-00	82	1	82.00	\$21.92	\$1,797.44	R1
1007	S WASHINGTON ST	CROWE PROPERTIES, LLC	050-652-011-013-00	264	0.75	198.00	\$26.53	\$5,252.94	B4
		ALAN & DOROTHY MCMILLAN	050-652-011-005-00	44	1	44.00	\$21.92	\$964.48	R1
924	S PARK ST	ROBERTO LARRIVEY	050-652-011-004-00	44	1	44.00	\$21.92	\$964.48	R1
920	S PARK ST	MARGARET & CURTIS WIEDBRAUK	050-652-011-003-00	88	1	88.00	\$21.92	\$1,928.96	R1
112	E RIDGE ST	CHAD & SHANNON SWATMAN	050-652-011-001-00	132	0.75	99.00	\$21.92	\$2,170.08	R1
				742		621.00		\$14,525.10	

EAST SIDE

ADDRESS NO.	STREET	PROPERTY OWNER NAME	ROLL NUMBER	FRONT FOOTAGE	CORNER LOT DISCOUNT	ASSESSABLE FRONT FEET	FRONT FOOT RATE	AMOUNT OF ASSESSMENT	PROPERTY TYPE
971	S PARK ST	JACK & DORIS DESANTIS	050-652-010-015-00	86	0.75	64.50	\$21.92	\$1,413.84	R1
	S PARK ST	JEFFREY PELKEY	050-652-010-016-00	40	1	40.00	\$21.92	\$876.80	R1
946	S SAGINAW ST	JEFFREY PELKEY	050-652-010-012-00	44	1	44.00	\$21.92	\$964.48	R1
955	S PARK ST	JOSEPH SMITH	050-652-010-017-00	44	1	44.00	\$21.92	\$964.48	R1
951	S PARK ST	JOSEPH SMITH	050-652-010-018-00	44	1	44.00	\$21.92	\$964.48	R1
947	S PARK ST	JOSEPH SMITH	050-652-010-019-00	44	1	44.00	\$21.92	\$964.48	R1
	S PARK ST	JOSEPH SMITH	050-652-010-020-00	44	1	44.00	\$21.92	\$964.48	R1
	S PARK ST	JOSEPH SMITH	050-652-010-021-00	44	1	44.00	\$21.92	\$964.48	R1
	S PARK ST	KENNETH & KAYLEIGH WHITTLE JR	050-652-010-022-00	44	1	44.00	\$21.92	\$964.48	R1
	S PARK ST	GARY & PATRICK TKACZYK	050-652-010-023-00	88	1	88.00	\$21.92	\$1,928.96	R1
917	S PARK ST	RHONDA CAMPBELL	050-652-010-024-00	44	1	44.00	\$21.92	\$964.48	R1
	S PARK ST	RHONDA CAMPBELL	050-652-010-025-00	44	1	44.00	\$21.92	\$964.48	R1
	S PARK ST	RHONDA CAMPBELL	050-652-010-026-00	44	1	44.00	\$21.92	\$964.48	R1
905	S PARK ST	JEFF MOILES	050-652-010-027-00	44	1	44.00	\$21.92	\$964.48	R1
903	S PARK ST	JOSHUA & AMY NICHOLS	050-652-010-028-00	44	0.75	33.00	\$21.92	\$723.36	R1
				742		709.50		\$15,552.24	

TOTALS: 1484.00 1330.50 \$ 30,077.34



MEMORANDUM

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

DATE: June 7, 2021

TO: Owosso City Council

FROM: Ryan Suchanek, Director of Public Services & Utilities

SUBJECT: Pearce Street Resurfacing – Special Assessment Resolution No 3

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. **Pearce Street, from South Street to Francis Street**, is proposed by the city for street rehabilitation. 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 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 **February 1, 2021** 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 **May 17, 2021** 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: 1) If council agrees 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; 2) If Council agrees the project should go forward, but with some adjustments council may direct staff to make those adjustments and proceed; 3) If council determines the project is not warranted and should not proceed at all, council would simply fail to act on Resolution No. 3, effectively stopping the process. The hearing of necessity will be held during the regularly scheduled city Council meeting of **June 7, 2021**.

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. 2021-06
Pearce Street, a Public Street, from South Street to Harper Street

RESOLUTION NO.

**AUTHORIZING SPECIAL ASSESSMENT RESOLUTION NO. 3
ESTABLISHING SPECIAL ASSESSMENT DISTRICT NO. 2021-07
PEARCE STREET, FROM SOUTH STREET TO FRANCIS STREET
FOR STREET RESURFACING**

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:

**PEARCE STREET, A PUBLIC STREET, FROM SOUTH STREET TO FRANCIS STREET
STREET RESURFACING**

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 \$132,221.16 and approves said estimated cost and determines that the estimated life of said public improvement is fifteen (15) years.
3. The City Council determines that of said total estimated cost, the sum of \$30,526.08 be paid by special assessment upon the property specially benefited, as more particularly hereinafter described, and that the sum of \$101,695.08 of said total estimated cost shall be the obligation of the City at large because of benefit to the City at large.
4. The City Council hereby designates the following described property as the special assessment district upon which the special assessment shall be levied:

**Pearce Street, a Public Street, from South Street to Francis Street
For Street Resurfacing**

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.
6. 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.




City of Owosso

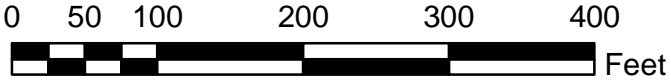
Proposed Special Assessment No. 2021-07

Pearce Street
from South St. to Francis St.

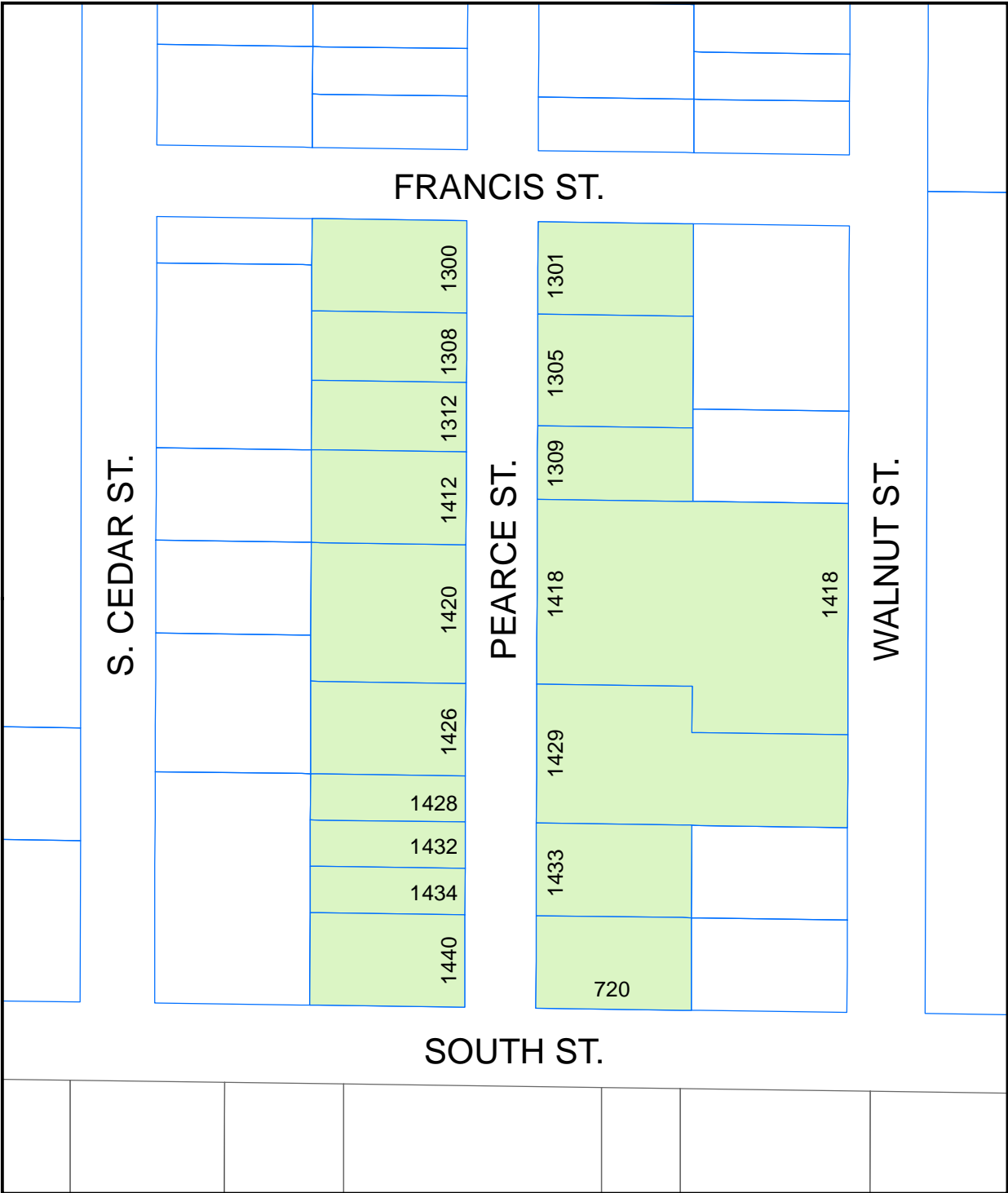


Legend

-  Special Assessment Parcels
-  Other City of Owosso Parcels
-  Owosso Township Parcels
- 501 Street Address Number



1 inch = 132 feet



PEARCE STREET FROM SOUTH STREET TO FRANCIS STREET ENGINEER'S ESTIMATE

DESCRIPTION	QUANTITY	UNIT	UNIT PRICE	AMOUNT	ELLIGIBLE	CITY COST	ASSESSMENT	ASSESSMENT
					AMOUNT	60 PERCENT	AT 40% RESIDENTIAL	AT 40% COMMERCIAL
Mobilization, Max 10%, (Road and Storm)	0.17	LSUM	\$52,000.00	\$ 8,840.00	\$ 8,840.00	\$ 5,304.00	\$ 3,536.00	\$ 3,536.00
Culv, Rem, Less than 24 inch	3	Ea	\$350.00	\$ 1,050.00				
Pavt, Rem	253.55	Syd	\$9.00	\$ 2,281.95				
Embankment, CIP	40	Cyd	\$8.00	\$ 320.00				
Excavation, Earth	75	Cyd	\$10.00	\$ 750.00				
Subgrade Undercutting, Type II	4.25	Cyd	\$25.00	\$ 106.25				
Erosion Control, Inlet Protection, Fabric Drop	8	Ea	\$100.00	\$ 800.00	\$ 800.00	\$ 480.00	\$ 320.00	\$ 320.00
Subbase, CIP	1	Cyd	\$10.00	\$ 10.00				
Aggregate Base, LM, Modified	4.25	Cyd	\$20.00	\$ 85.00				
Aggregate Base, 8 inch, Modified	173	Syd	\$15.00	\$ 2,595.00				
Aggregate Base, 9 inch, Modified	192	Syd	\$17.00	\$ 3,264.00	\$ 725.33	\$ 435.20		\$ 290.13
HMA Base Crushing and Shaping, Modified	1819	Syd	\$2.00	\$ 3,638.00	\$ 1,212.67	\$ 727.60		\$ 485.07
Material, Surplus and Unsuitable, Rem, LM	4.25	Cyd	\$20.00	\$ 85.00				
Salv Crushed Material, LM	1.7	Cyd	\$10.00	\$ 17.00				
Asphalt Cement Stabilized Base, Modified	1819	Syd	\$2.40	\$ 4,365.60	\$ 2,182.80	\$ 1,309.68		\$ 873.12
Asphalt Cement Binder	2910	Gal	\$3.50	\$ 10,185.00	\$ 5,092.50	\$ 3,055.50		\$ 2,037.00
Trenching, Modified	14	Sta	\$250.00	\$ 3,500.00	\$ 2,333.33	\$ 1,400.00		\$ 933.33
Maintenance Gravel	17	Ton	\$20.00	\$ 340.00				
Approach, Cl I, LM	18	Cyd	\$30.00	\$ 540.00				
Geotextile, Separator, Modified	173	Syd	\$2.00	\$ 346.00				
Sanitary Service, Conflict	0.85	Ea	\$1,350.00	\$ 1,147.50				
Abandoned Gas Main, Conflict	0.85	Ea	\$500.00	\$ 425.00				
Dr Structure Cover, Adj, Case 1	4	Ea	\$500.00	\$ 2,000.00	\$ 2,000.00	\$ 1,200.00	\$ 800.00	\$ 800.00
Dr Structure Cover, EJ 1040 w/ Solid Gasket Sealed Cover	2	Ea	\$700.00	\$ 1,400.00	\$ 1,400.00	\$ 840.00	\$ 560.00	\$ 560.00
Dr Structure Cover, EJ 1040 w/ Type O2 Beehive	2	Ea	\$700.00	\$ 1,400.00	\$ 1,400.00	\$ 840.00	\$ 560.00	\$ 560.00
Dr Structure, Temp Lowering	2	Ea	\$225.00	\$ 450.00	\$ 450.00	\$ 270.00	\$ 180.00	\$ 180.00
HMA, 13A (4")	507	Ton	\$73.00	\$ 37,011.00	\$ 37,011.00	\$ 22,206.60	\$ 14,804.40	\$ 14,804.40
Cement	0.34	Ton	\$200.00	\$ 68.00				
Driveway, Nonreinf Conc, 6 inch	16	Syd	\$45.00	\$ 720.00				
Driveway, Nonreinf Conc, 7 inch	37	Syd	\$55.00	\$ 2,035.00				
Barricade, Type III, High Intensity, Double Sided, Lighted, Furn & Oper	2	Ea	\$105.00	\$ 210.00				
Minor Traf Devices, Max \$10,000	0.17	LSUM	\$10,000.00	\$ 1,700.00	\$ 1,700.00	\$ 1,020.00	\$ 680.00	\$ 680.00
Plastic Drum, Fluorescent, Furn and Oper	2.55	Ea	\$35.00	\$ 89.25				
Sign, Type B, Temp, Prismatic, Furn and Oper	118	Sft	\$5.00	\$ 590.00				
Pedestrian Type II Barricade, Temp	0.34	Ea	\$125.00	\$ 42.50				
Turf Establishment, Performance	1020	Syd	\$6.00	\$ 6,120.00				
Post, Steel, 3 lb	8.5	Ft	\$8.00	\$ 68.00				
Sign, Type III, Erect, Salv	0.85	Ea	\$60.00	\$ 51.00				
Sign, Type III, Rem	0.85	Ea	\$45.00	\$ 38.25				
Post, Mailbox	15	Ea	\$100.00	\$ 1,500.00				
Miscellaneous Work Items	1	LSUM	\$10,000.00	\$ 10,000.00	\$ 10,000.00	\$ 6,000.00	\$ 4,000.00	\$ 4,000.00
SUB TOTALS				\$110,184.30	\$75,147.63	\$45,088.58	\$25,440.40	\$30,059.05
ENGINEERING AT 15% ASSESSABLE COST				\$ 16,527.65	\$ 11,272.15	\$ 6,763.29	\$ 3,816.06	\$ 4,508.86
ADMINISTRATIVE AT 5% ASSESSABLE COST				\$ 5,509.22	\$ 3,757.38	\$ 2,254.43	\$ 1,272.02	\$ 1,502.95
GRAND TOTALS				\$132,221.16	\$90,177.16	\$54,106.30	\$30,528.48	\$36,070.86

PEARCE STREET FROM SOUTH TO FRANCIS

SPECIAL ASSESSMENT ROLL

RESO 2

ENGINEER'S ESTIMATE ASSESSABLE AMOUNT \$90,177.16
TOTAL ASSESSABLE FRONT FEET 1248.00

CALCULATING ASSESSABLE FRONT FOOT RATE AND AMOUNTS:

PROPERTY TYPE	RESIDENTIAL PROPERTY	COMMERCIAL PROPERTY	TOTAL
TOTAL ASSEMENT PER TYPE	\$90,177.16	\$90,177.16	
CITY SHARE \geq 60%	\$59,648.68	\$54,106.30	
PROPERTY SHARE @ \leq 40%	\$30,528.48	\$36,070.86	
ASSESSABLE FRONT FOOT RATE: PROP SHARE/1548.58	\$24.46	\$28.90	
TOTAL FRONT FEET PER TYPE	1248.00	0.00	
TOTAL AMOUNT OF ASSESSMENT PER TYPE:	\$30,528.48	\$0.00	\$30,528.48

SUMMARY: SPECIAL ASSESSMENT AMOUNTS PER SIDE OF STREET:

WEST SIDE	\$15,263.04
EAST SIDE	\$15,263.04
TOTAL SPECIAL ASSESSMENT	<u>\$30,526.08</u>

PEARCE STREET FROM SOUTH TO FRANCIS

SPECIAL ASSESSMENT ROLL NO. 2021-07

RESO 2

WEST SIDE

ADDRESS NO.	STREET	PROPERTY OWNER NAME	ROLL NUMBER	FRONT FOOTAGE	CORNER LOT DISCOUNT	ASSESSABLE FRONT FEET	FRONT FOOT RATE	AMOUNT OF ASSESSMENT	PROPERTY TYPE
1440	PEARCE ST	LUCY BILL	050-270-000-033-00	78	0.75	58.50	\$24.46	\$1,430.91	R2
1434	PEARCE ST	DJ PROPERTY HOLDINGS LLC	050-270-000-034-00	39	1	39.00	\$24.46	\$953.94	R2
1432	PEARCE ST	JRQ VENTURES LLC	050-270-000-035-00	39	1	39.00	\$24.46	\$953.94	R2
1428	PEARCE ST	HELEN JOHNSON	050-270-000-036-00	39	1	39.00	\$24.46	\$953.94	R2
1426	PEARCE ST	MICHAEL & CASSANDRA MARTIN	050-270-000-037-00	78	1	78.00	\$24.46	\$1,907.88	R2
1420	PEARCE ST	GEORGE MCCALLUM	050-270-000-038-00	117	1	117.00	\$24.46	\$2,861.82	R2
1412	PEARCE ST	1412 PEARCE STREET, LLC	050-270-000-040-00	78	1	78.00	\$24.46	\$1,907.88	R2
1312	PEARCE ST	RUTH & STEVEN DOWDY	050-270-000-041-00	58.5	1	58.50	\$24.46	\$1,430.91	R2
1308	PEARCE ST	BRIAN RATHBUN	050-270-000-042-00	58.5	1	58.50	\$24.46	\$1,430.91	R2
1300	PEARCE ST	SATENDRA GURU	050-270-000-043-00	78	0.75	58.50	\$24.46	\$1,430.91	R2
				663		624.00		\$15,263.04	

EAST SIDE

ADDRESS NO.	STREET	PROPERTY OWNER NAME	ROLL NUMBER	FRONT FOOTAGE	CORNER LOT DISCOUNT	ASSESSABLE FRONT FEET	FRONT FOOT RATE	AMOUNT OF ASSESSMENT	PROPERTY TYPE
720	W SOUTH ST	ANNETTE CANNON	050-270-000-095-00	78	0.75	58.50	\$24.46	\$1,430.91	R2
1433	PEARCE ST	JAMES & LOIS WHALEN	050-270-000-094-00	78	1	78.00	\$24.46	\$1,907.88	R2
1429	PEARCE ST	JASON CASE	050-270-000-093-00	117	1	117.00	\$24.46	\$2,861.82	R2
1418	PEARCE ST	CITY OF OWOSSO	050-270-000-087-00	156	1	156.00	\$24.46	\$3,815.76	R2
1309	PEARCE ST	DANNY SCOTT	050-270-000-089-00	62	1	62.00	\$24.46	\$1,516.52	R2
1305	PEARCE ST	BETTY NATZEL	050-270-000-086-00	94	1	94.00	\$24.46	\$2,299.24	R2
1301	PEARCE ST	BRADLEY BOWEN	050-270-000-085-00	78	0.75	58.50	\$24.46	\$1,430.91	R2
				663		624.00		\$15,263.04	

TOTALS:

1326.00

1248.00

\$ 30,526.08



MEMORANDUM

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

DATE: June 7, 2021

TO: Owosso City Council

FROM: Ryan E. Suchanek, Director of Public Services & Utilities

SUBJECT: Garfield Avenue Resurfacing – Special Assessment Resolution No. 2

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. **Garfield Avenue, from south end to Corunna Avenue**, is proposed by the city for street rehabilitation. 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 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 **February 1, 2021** 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. City Council is asked to act upon Resolution No. 2 on **June 7, 2021** for the proposed improvement, setting a public hearing for Monday, **June 21, 2021**.

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: 1) If council agrees 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; 2) If council agrees the project should go forward, but with some adjustments they may direct staff to make those adjustments and proceed; 3) If council determines 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 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. 2 for the proposed district as a part of the Consent Agenda.

Staff recommends authorization of Resolution No. 2 for the following district, setting the hearing of necessity for Monday, **June 21, 2021**:

Garfield Avenue, a Public Street, from south end to Corunna Avenue

Attachments: Resolution No. 2 – Garfield Avenue
Special Assessment Roll – Garfield Avenue
Engineer's Estimate - Garfield Avenue
Tax Assessment Map - Garfield Avenue

Special Assessment Resolution No. 2 for Garfield Avenue

Special Assessment District No. 2021-03

Garfield Avenue, a Public Street, from the south end to Corunna Avenue

RESOLUTION NO.

**GARFIELD AVENUE
FROM SOUTH END TO CORUNNA AVENUE
SPECIAL ASSESSMENT RESOLUTION NO. 2**

WHEREAS, the City Council has ordered the City Manager to prepare a report for public improvement, more particularly hereinafter described; and

**GARFIELD AVENUE, A PUBLIC STREET, FROM SOUTH END TO CORUNNA AVENUE;
STREET RESURFACING**

WHEREAS, the City Manager prepared said report and the same has been filed with the City Council as required by the Special Assessment Ordinance of the City of Owosso and the Council has reviewed said report.

NOW, THEREFORE, BE IT RESOLVED THAT:

1. The plans and estimate of cost and the report of the City Manager for said public improvement shall be filed in the office of the City Clerk and shall be available for public examination.
2. The City Council hereby determines that the Public Improvement hereinafter set forth may be necessary.
3. The City Council hereby approves the estimate of cost of said public improvement to be \$68,743.80 and determines that \$18,165.98 thereof shall be paid by special assessment imposed on the lots and parcels of land more particularly hereinafter set forth, which lots and parcels of land are hereby designated to be all of the lots and parcels of land to be benefited by said improvements and determines that \$50,577.82 of the cost thereof shall be paid by the City at large because of benefit to the City at large.
4. The City Council hereby determines that the portion of the cost of said public improvement to be specially assessed shall be assessed in accordance with the benefits to be received.
5. The City Council shall meet at the Owosso City Hall Council Chambers on Monday, June 21, 2021 for the purpose of hearing all persons to be affected by the proposed public improvement.
6. The City Clerk is hereby directed to cause notice of the time and place of the hearing to be published once in The Argus Press, the official newspaper of the City of Owosso, not less than seven (7) days prior to the date of said hearing and shall further cause notice of said hearing to be sent by first class mail to each owner of property subject to assessment, as indicated by the records in the City Assessor's Office as shown on the general tax roll of the City, at least (10) full days before the time of said hearing, said notice to be mailed to the addresses shown on said general tax rolls of the City.
7. The notice of said hearing to be published and mailed shall be in substantially the following form:

**NOTICE OF SPECIAL ASSESSMENT HEARING
CITY OF OWOSSO, MICHIGAN**

TO THE OWNERS OF THE FOLLOWING DESCRIBED PROPERTY:

Garfield Avenue, a Public Street, from south end to Corunna Avenue

TAKE NOTICE that the City Council intends to acquire and construct the following described public improvement: **Street Resurfacing.**

The City Council intends to defray apart or all of the cost of the above-described public improvement by special assessment against the above described property.

TAKE FURTHER NOTICE that City Council has caused plans and an estimate of the cost and report for the above described public improvement to be prepared and made by the City Manager and the same is on file with the City Clerk and available for public examination.

TAKE FURTHER NOTICE that the City Council will meet at the Owosso City Hall Council Chambers, Owosso, Michigan at 7:30 o'clock p.m. on Monday, June 21, 2021 for the purpose of hearing any person to be affected by the proposed public improvement.



City of Owosso

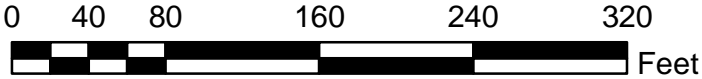
Proposed Special Assessment No. 2021-03

Garfield Avenue
from South end to Corunna Ave.

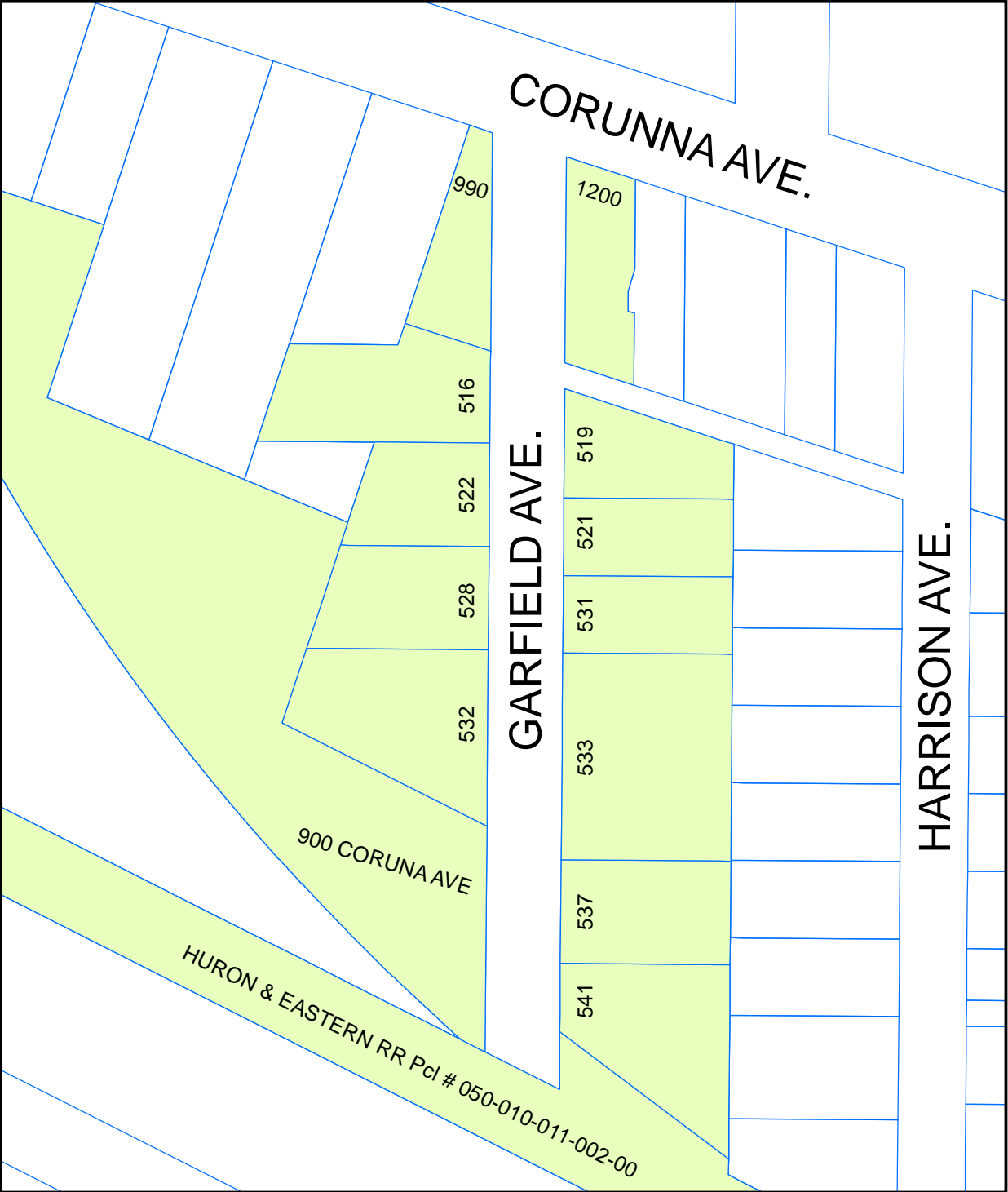


Legend

-  Special Assessment Parcels
-  City of Owosso Parcels
- 501 Street Address Number



1 inch = 100 feet



GARFIELD AVENUE FROM SOUTH END TO CORUNNA AVENUE ENGINEER'S ESTIMATE - PRE-BID

DESCRIPTION	QUANTITY	UNIT	UNIT PRICE	AMOUNT	ELIGIBLE AMOUNT	CITY COST 60 PERCENT	ASSESSMENT	ASSESSMENT
							AT 40% RESIDENTIAL	AT 40% COMMERCIAL
Mobilization, Max 10%, (Road and Storm)	0.11	LSUM	\$52,000.00	\$ 5,720.00	\$ 5,720.00	\$ 3,432.00	\$ 2,288.00	\$ 2,288.00
Curb and Gutter, Rem	26	Ft	\$10.00	\$ 260.00				
Pavt, Rem	98.65	Syd	\$9.00	\$ 887.85				
Sidewalk, Rem	17	Syd	\$10.00	\$ 170.00				
Embankment, CIP	10	Cyd	\$8.00	\$ 80.00				
Excavation, Earth	16	Cyd	\$10.00	\$ 160.00				
Subgrade Undercutting, Type II	2.75	Cyd	\$25.00	\$ 68.75				
Erosion Control, Inlet Protection, Fabric Drop	2	Ea	\$100.00	\$ 200.00	\$ 200.00	\$ 120.00	\$ 80.00	\$ 80.00
Subbase, CIP	3	Cyd	\$10.00	\$ 30.00				
Aggregate Base, LM, Modified	2.75	Cyd	\$20.00	\$ 55.00				
Aggregate Base, 8 inch, Modified	71	Syd	\$15.00	\$ 1,065.00				
Aggregate Base, 9 inch, Modified	79	Syd	\$17.00	\$ 1,343.00	\$ 298.44	\$ 179.07		\$ 119.38
HMA Base Crushing and Shaping, Modified	981	Syd	\$2.00	\$ 1,962.00	\$ 654.00	\$ 392.40		\$ 261.60
Material, Surplus and Unsuitable, Rem, LM	2.75	Cyd	\$20.00	\$ 55.00				
Salv Crushed Material, LM	1.1	Cyd	\$10.00	\$ 11.00				
Asphalt Cement Stabilized Base, Modified	981	Syd	\$2.40	\$ 2,354.40	\$ 1,177.20	\$ 706.32		\$ 470.88
Ashpalt Cement Binder	1568	Gal	\$3.50	\$ 5,488.00	\$ 2,744.00	\$ 1,646.40		\$ 1,097.60
Trenching, Modified	2	Sta	\$250.00	\$ 500.00	\$ 333.33	\$ 200.00		\$ 133.33
Maintenance Gravel	11	Ton	\$20.00	\$ 220.00				
Approach, Cl I, LM	15	Cyd	\$30.00	\$ 450.00				
Geotextile, Separator, Modified	71	Syd	\$2.00	\$ 142.00				
Sanitary Service, Conflict	0.55	Ea	\$1,350.00	\$ 742.50				
Abandoned Gas Main, Conflict	0.55	Ea	\$500.00	\$ 275.00				
Dr Structure Cover, Adj, Case 1	1	Ea	\$500.00	\$ 500.00	\$ 500.00	\$ 300.00	\$ 200.00	\$ 200.00
Dr Structure Cover, EJ 1040 w/ Solid Gasket Sealed Cover	1	Ea	\$700.00	\$ 700.00	\$ 700.00	\$ 420.00	\$ 280.00	\$ 280.00
Dr Structure, Temp Lowering	1	Ea	\$225.00	\$ 225.00	\$ 225.00	\$ 135.00	\$ 90.00	\$ 90.00
HMA, 13A (4")	259	Ton	\$73.00	\$ 18,907.00	\$ 18,907.00	\$ 11,344.20	\$ 7,562.80	\$ 7,562.80
Cement	0.22	Ton	\$200.00	\$ 44.00				
Curb and Gutter, Conc, Det F4, Modified	26	Ft	\$20.00	\$ 520.00				
Sidewalk, Conc, 6 inch	181	Sft	\$5.00	\$ 905.00				
Barricade, Type III, High Intensity, Double Sided, Lighted, Furn & Oper	1	Ea	\$105.00	\$ 105.00				
Minor Traf Devices, Max \$10,000	0.11	LSUM	\$10,000.00	\$ 1,100.00	\$ 1,100.00	\$ 660.00	\$ 440.00	\$ 440.00
Plastic Drum, Fluorescent, Furn and Oper	1.65	Ea	\$35.00	\$ 57.75				
Sign, Type B, Temp, Prismatic, Furn and Oper	50	Sft	\$5.00	\$ 250.00				
Pedestrian Type II Barricade, Temp	0.22	Ea	\$125.00	\$ 27.50				
Turf Establishment, Performance	184	Syd	\$6.00	\$ 1,104.00				
Gate Box, Adj, Temp, Case 1	1	Ea	\$500.00	\$ 500.00	\$ 500.00	\$ 300.00	\$ 200.00	\$ 200.00
Post, Steel, 3 lb	5.5	Ft	\$8.00	\$ 44.00				
Sign, Type III. Erect, Salv	0.55	Ea	\$60.00	\$ 33.00				
Sign, Type III, Rem	0.55	Ea	\$45.00	\$ 24.75				
Miscellaneous Work Items	1	LSUM	\$10,000.00	\$ 10,000.00	\$ 10,000.00	\$ 6,000.00	\$ 4,000.00	\$ 4,000.00
SUB TOTALS				\$57,286.50	\$43,058.98	\$25,835.39	\$15,140.80	\$17,223.59
ENGINEERING AT 15% ASSESSABLE COST				\$ 8,592.98	\$ 6,458.85	\$ 3,875.31	\$ 2,271.12	\$ 2,583.54
ADMINISTRATIVE AT 5% ASSESSABLE COST				\$ 2,864.33	\$ 2,152.95	\$ 1,291.77	\$ 757.04	\$ 861.18
GRAND TOTALS				\$68,743.80	\$51,670.77	\$31,002.46	\$18,168.96	\$20,668.31

GARFIELD AVE FROM SOUTH END TO CORUNNA

SPECIAL ASSESSMENT ROLL

RESO 2

<u>ENGINEER'S ESTIMATE OF ASSESSABLE AMOUNT</u>	\$51,670.77
TOTAL ASSESSABLE FRONT FEET	846.11

CALCULATING ASSESSABLE FRONT FOOT RATE AND AMOUNTS:

PROPERTY TYPE	RESIDENTIAL PROPERTY	COMMERCIAL PROPERTY	TOTAL
TOTAL ASSEMENT PER TYPE	\$51,670.77	\$51,670.77	
CITY SHARE ≥ 60%	\$33,501.81	\$31,002.46	
PROPERTY SHARE @ ≤40%	\$18,168.96	\$20,668.31	
ASSESSABLE FRONT FOOT RATE: PROP SHARE/846.11	\$21.47	\$24.43	
TOTAL FRONT FEET PER TYPE	846.11	0.00	
TOTAL AMOUNT OF ASSESSMENT PER TYPE:	\$18,168.96	\$0.00	\$18,168.96

SUMMARY: SPECIAL ASSESSMENT AMOUNTS PER SIDE OF STREET:

WEST SIDE	\$9,390.76
EAST SIDE	\$8,775.22
SOUTH SIDE	\$0.00
TOTAL SPECIAL ASSESSMENT	<u>\$18,165.98</u>

ESTIMATED SPECIAL ASSESSMENT ROLL 2021-03

GARFIELD AVE FROM SOUTH END TO CORUNNA

SPECIAL ASSESSMENT ROLL NO. 2021-03

RESO 2

WEST SIDE

ADDRESS NO.	STREET	PROPERTY OWNER NAME	ROLL NUMBER	FRONT FOOTAGE	CORNER LOT DISCOUNT	ASSESSABLE FRONT FEET	FRONT FOOT RATE	AMOUNT OF ASSESSMENT	PROPERTY TYPE
900	CORUNNA AVE	GREAT LAKES CENTRAL RAILROAD, INC	050-011-001-001-00	0	0.75	0.00	\$24.43	\$0.00	I1
532	GARFIELD AVE	JULIE A WINELAND	050-010-023-005-00	108	1	108.00	\$21.47	\$2,318.76	R1
528	GARFIELD AVE	ROBERT BATES	050-010-023-004-00	66	1	66.00	\$21.47	\$1,417.02	R1
522	GARFIELD AVE	HAROLD SWAN III	050-010-023-003-00	66	1	66.00	\$21.47	\$1,417.02	R1
516	GARFIELD AVE	THOMAS SIMMINGTON	050-010-023-002-00	58	1	58.00	\$21.47	\$1,245.26	R1
990	CORUNNA AVE	THOMAS SIMMINGTON	050-010-023-001-00	139.39	1	139.39	\$21.47	\$2,992.70	R2
				437.39		437.39		\$9,390.76	

EAST SIDE

ADDRESS NO.	STREET	PROPERTY OWNER NAME	ROLL NUMBER	FRONT FOOTAGE	CORNER LOT DISCOUNT	ASSESSABLE FRONT FEET	FRONT FOOT RATE	AMOUNT OF ASSESSMENT	PROPERTY TYPE
		HURON & EASTERN RAILWAY CO., INC	050-010-011-002-00	0	0.75	0.00	\$24.43	\$0.00	I1
541	GARFIELD AVE	LEE ANN FRENCH	050-010-024-024-00	0	1	0.00	\$21.47	\$0.00	R1
537	GARFIELD AVE	LEE ANN FRENCH	050-010-024-023-00	0	1	0.00	\$21.47	\$0.00	R1
533	GARFIELD AVE	MARGARET HUNT	050-010-024-022-00	113	1	113.00	\$21.47	\$2,426.11	R1
531	GARFIELD AVE	RONALD & JEAN ALLEN	050-010-024-019-00	49.5	1	49.50	\$21.47	\$1,062.77	R1
521	GARFIELD AVE	C & S RENTALS, LLC	050-010-024-020-00	49.5	1	49.50	\$21.47	\$1,062.77	R1
519	GARFIELD AVE	DIANA D BROWN TRUST	050-010-024-021-00	65.33	1	65.33	\$21.47	\$1,402.64	R1
1200	CORUNNA AVE	ODDO HOMES, LLC	050-010-024-001-00	131.39	1	131.39	\$21.47	\$2,820.94	R2
				408.72		408.72		\$8,775.22	

SOUTH SIDE

ADDRESS NO.	STREET	PROPERTY OWNER NAME	ROLL NUMBER	FRONT FOOTAGE	CORNER LOT DISCOUNT	ASSESSABLE FRONT FEET	FRONT FOOT RATE	AMOUNT OF ASSESSMENT	PROPERTY TYPE
		HURON & EASTERN RAILWAY CO., INC	050-010-011-002-00	0	0.75	0.00	\$24.43	\$0.00	I1
				0		0.00		\$ -	

TOTALS: 846.11 846.11 \$18,165.98



MEMORANDUM

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

DATE: June 7, 2021

TO: Owosso City Council

FROM: Ryan E. Suchanek, Director of Public Services & Utilities

SUBJECT: Lincoln Avenue Resurfacing – Special Assessment Resolution No. 2

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. **Lincoln Avenue, from Farr Avenue to Monroe Street**, is proposed by the city for street rehabilitation.

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.

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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 **February 1, 2021** 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. City Council is asked to act upon Resolution No. 2 on **June 7, 2021** for the proposed improvement, setting a public hearing for Monday, **June 21, 2021**.

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: 1) If council agrees 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; 2) If council agrees the project should go forward, but with some adjustments they may direct staff to make those adjustments and proceed; 3) If council determines 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 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. 2 for the proposed district as a part of the Consent Agenda.

Staff recommends authorization of Resolution No. 2 for the following district, setting the hearing of necessity for Monday, **June 21, 2021**:

Lincoln Avenue, a Public Street, from Farr Avenue to Monroe Street

Attachments: Resolution No. 2 – Lincoln Avenue
Special Assessment Roll – Lincoln Avenue
Engineer's Estimate - Lincoln Avenue
Tax Assessment Map - Lincoln Avenue

Special Assessment Resolution No. 2 for Lincoln Avenue

Special Assessment District No. 2021-04

Lincoln Avenue, a Public Street, from Farr Avenue to Monroe Street

RESOLUTION NO.

**LINCOLN AVENUE
FROM FARR AVENUE TO MONROE STREET
SPECIAL ASSESSMENT RESOLUTION NO. 2**

WHEREAS, the City Council has ordered the City Manager to prepare a report for public improvement, more particularly hereinafter described; and

LINCOLN AVENUE, A PUBLIC STREET, FROM FARR AVENUE TO MONROE STREET;
STREET RESURFACING

WHEREAS, the City Manager prepared said report and the same has been filed with the City Council as required by the Special Assessment Ordinance of the City of Owosso and the Council has reviewed said report.

NOW, THEREFORE, BE IT RESOLVED THAT:

1. The plans and estimate of cost and the report of the City Manager for said public improvement shall be filed in the office of the City Clerk and shall be available for public examination.
2. The City Council hereby determines that the Public Improvement hereinafter set forth may be necessary.
3. The City Council hereby approves the estimate of cost of said public improvement to be \$155,101.20 and determines that \$40,994.48 thereof shall be paid by special assessment imposed on the lots and parcels of land more particularly hereinafter set forth, which lots and parcels of land are hereby designated to be all of the lots and parcels of land to be benefited by said improvements and determines that \$114,106.72 of the cost thereof shall be paid by the City at large because of benefit to the City at large.
4. The City Council hereby determines that the portion of the cost of said public improvement to be specially assessed shall be assessed in accordance with the benefits to be received.
5. The City Council shall meet at the Owosso City Hall Council Chambers on Monday, June 21, 2021 for the purpose of hearing all persons to be affected by the proposed public improvement.
6. The City Clerk is hereby directed to cause notice of the time and place of the hearing to be published once in The Argus Press, the official newspaper of the City of Owosso, not less than seven (7) days prior to the date of said hearing and shall further cause notice of said hearing to be sent by first class mail to each owner of property subject to assessment, as indicated by the records in the City Assessor's Office as shown on the general tax roll of the City, at least (10) full days before the time of said hearing, said notice to be mailed to the addresses shown on said general tax rolls of the City.
7. The notice of said hearing to be published and mailed shall be in substantially the following form:

NOTICE OF SPECIAL ASSESSMENT HEARING
CITY OF OWOSSO, MICHIGAN

TO THE OWNERS OF THE FOLLOWING DESCRIBED PROPERTY:

Lincoln Avenue, a Public Street, from Farr Avenue to Monroe Street

TAKE NOTICE that the City Council intends to acquire and construct the following described public improvement: **Street Resurfacing.**

The City Council intends to defray apart or all of the cost of the above-described public improvement by special assessment against the above described property.

TAKE FURTHER NOTICE that City Council has caused plans and an estimate of the cost and report for the above described public improvement to be prepared and made by the City Manager and the same is on file with the City Clerk and available for public examination.

TAKE FURTHER NOTICE that the City Council will meet at the Owosso City Hall Council Chambers, Owosso, Michigan at 7:30 o'clock p.m. on Monday, June 21, 2021 for the purpose of hearing any person to be affected by the proposed public improvement.



City of Owosso

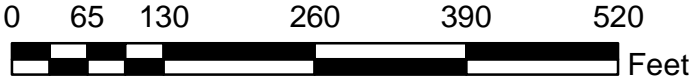
Proposed Special Assessment No. 2021-04

Lincoln Avenue
from Farr Ave. to Monroe St.

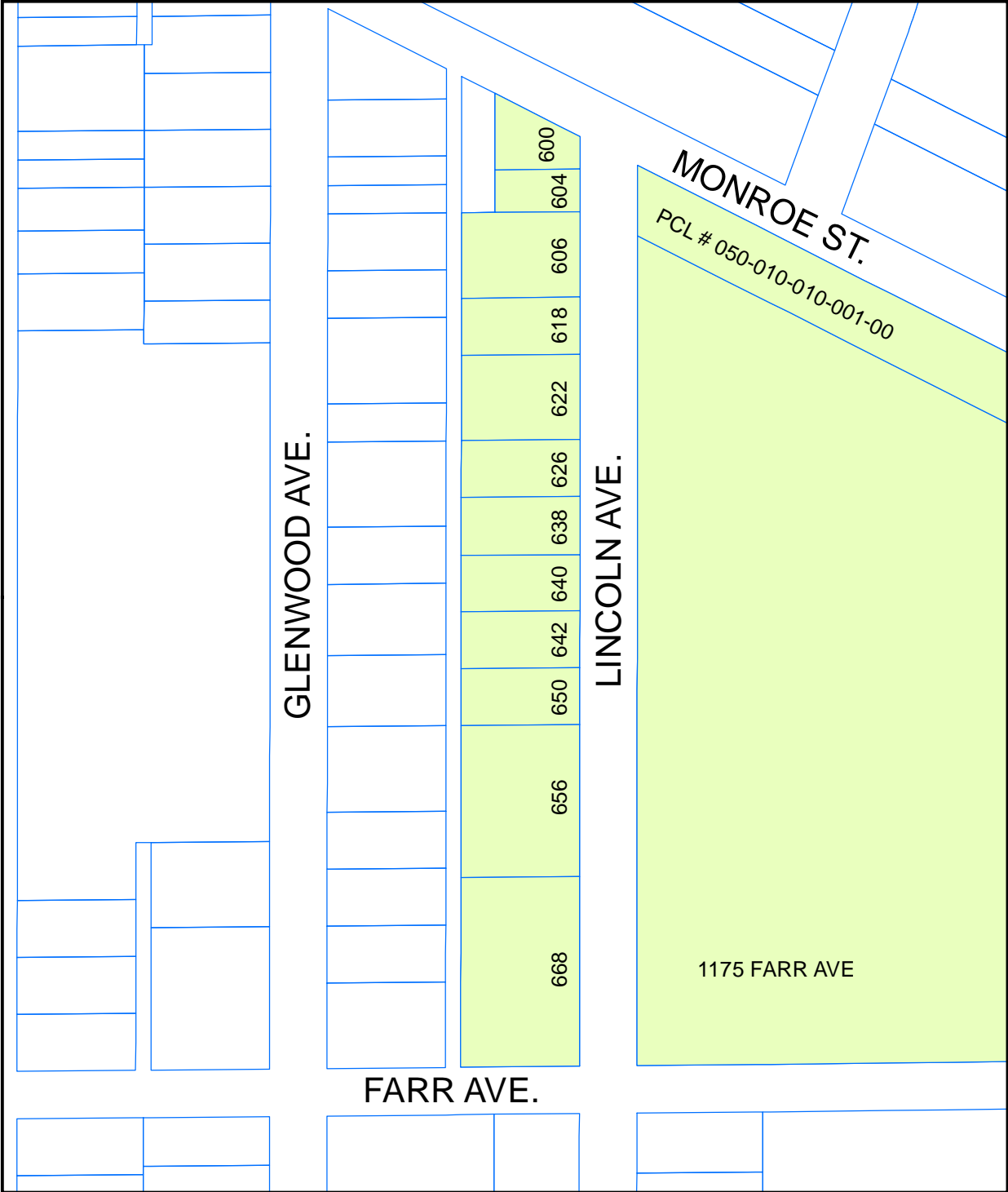


Legend

-  Special Assessment Parcels
-  Other City of Owosso Parcels
- 501 Street Address Number



1 inch = 165 feet



LINCOLN AVENUE FROM FARR AVENUE TO MONROE STREET ENGINEER'S ESTIMATE - PRE-BID

DESCRIPTION	QUANTITY	UNIT	UNIT PRICE	AMOUNT	ELIGIBLE AMOUNT	CITY COST 60 PERCENT	ASSESSMENT	ASSESSMENT
							AT 40% RESIDENTIAL	AT 40% COMMERCIAL
Mobilization, Max 10%, (Road and Storm)	0.24	LSUM	\$52,000.00	\$ 12,480.00	\$ 12,480.00	\$ 7,488.00	\$ 4,992.00	\$ 4,992.00
Pavt, Rem	293.6	Syd	\$9.00	\$ 2,642.40				
Sidewalk, Rem	14	Syd	\$10.00	\$ 140.00				
Embankment, CIP	33	Cyd	\$8.00	\$ 264.00				
Excavation, Earth	47	Cyd	\$10.00	\$ 470.00				
Subgrade Undercutting, Type II	6	Cyd	\$25.00	\$ 150.00				
Erosion Control, Inlet Protection, Fabric Drop	2	Ea	\$100.00	\$ 200.00	\$ 200.00	\$ 120.00	\$ 80.00	\$ 80.00
Subbase, CIP	6	Cyd	\$10.00	\$ 60.00				
Aggregate Base, LM, Modified	6	Cyd	\$20.00	\$ 120.00				
Aggregate Base, 8 inch, Modified	131	Syd	\$15.00	\$ 1,965.00				
Aggregate Base, 9 inch, Modified	311	Syd	\$17.00	\$ 5,287.00	\$ 1,174.89	\$ 704.93		\$ 469.96
HMA Base Crushing and Shaping, Modified	2514	Syd	\$2.00	\$ 5,028.00	\$ 1,676.00	\$ 1,005.60		\$ 670.40
Material, Surplus and Unsuitable, Rem, LM	6	Cyd	\$20.00	\$ 120.00				
Salv Crushed Material, LM	2.4	Cyd	\$10.00	\$ 24.00				
Asphalt Cement Stabilized Base, Modified	2514	Syd	\$2.40	\$ 6,033.60	\$ 3,016.80	\$ 1,810.08		\$ 1,206.72
Ashpalt Cement Binder	4022	Gal	\$3.50	\$ 14,077.00	\$ 7,038.50	\$ 4,223.10		\$ 2,815.40
Trenching, Modified	12	Sta	\$250.00	\$ 3,000.00	\$ 2,000.00	\$ 1,200.00		\$ 800.00
Maintenance Gravel	24	Ton	\$20.00	\$ 480.00				
Approach, CI I, LM	31	Cyd	\$30.00	\$ 930.00				
Geotextile, Separator, Modified	131	Syd	\$2.00	\$ 262.00				
Sanitary Service, Conflict	1.2	Ea	\$1,350.00	\$ 1,620.00				
Abandoned Gas Main, Conflict	1.2	Ea	\$500.00	\$ 600.00				
Dr Structure Cover, Adj, Case 1	4	Ea	\$500.00	\$ 2,000.00	\$ 2,000.00	\$ 1,200.00	\$ 800.00	\$ 800.00
Dr Structure Cover, EJ 1040 w/ Solid Gasket Sealed Cover	2	Ea	\$700.00	\$ 1,400.00	\$ 1,400.00	\$ 840.00	\$ 560.00	\$ 560.00
Dr Structure Cover, EJ 1040 w/ Type O2 Beehive	2	Ea	\$700.00	\$ 1,400.00	\$ 1,400.00	\$ 840.00	\$ 560.00	\$ 560.00
Dr Structure, Temp Lowering	2	Ea	\$225.00	\$ 450.00	\$ 450.00	\$ 270.00	\$ 180.00	\$ 180.00
HMA, 13A (4")	666	Ton	\$73.00	\$ 48,618.00	\$ 48,618.00	\$ 29,170.80	\$ 19,447.20	\$ 19,447.20
Cement	0.48	Ton	\$200.00	\$ 96.00				
Driveway, Nonreinf Conc, 6 inch	31	Syd	\$45.00	\$ 1,395.00				
Sidewalk, Conc, 6 inch	157	Sft	\$5.00	\$ 785.00				
Barricade, Type III, High Intensity, Double Sided, Lighted, Furn & Oper	2	Ea	\$105.00	\$ 210.00				
Minor Traf Devices, Max \$10,000	0.24	LSUM	\$10,000.00	\$ 2,400.00	\$ 2,400.00	\$ 1,440.00	\$ 960.00	\$ 960.00
Plastic Drum, Fluorescent, Furn and Oper	3.6	Ea	\$35.00	\$ 126.00				
Sign, Type B, Temp, Prismatic, Furn and Oper	118	Sft	\$5.00	\$ 590.00				
Pedestrian Type II Barricade, Temp	0.48	Ea	\$125.00	\$ 60.00				
Turf Establishment, Performance	591	Syd	\$6.00	\$ 3,546.00				
Post, Steel, 3 lb	12	Ft	\$8.00	\$ 96.00				
Sign, Type III. Erect, Salv	1.2	Ea	\$60.00	\$ 72.00				
Sign, Type III, Rem	1.2	Ea	\$45.00	\$ 54.00				
Miscellaneous Work Items	1	LSUM	\$10,000.00	\$ 10,000.00	\$ 10,000.00	\$ 6,000.00	\$ 4,000.00	\$ 4,000.00
SUB TOTALS				\$129,251.00	\$93,854.19	\$56,312.51	\$31,579.20	\$37,541.68
ENGINEERING AT 15% ASSESSABLE COST				\$ 19,387.65	\$ 14,078.13	\$ 8,446.88	\$ 4,736.88	\$ 5,631.25
ADMINISTRATIVE AT 5% ASSESSABLE COST				\$ 6,462.55	\$ 4,692.71	\$ 2,815.63	\$ 1,578.96	\$ 1,877.08
GRAND TOTALS				\$155,101.20	\$112,625.03	\$67,575.02	\$37,895.04	\$45,050.01

LINCOLN AVE FROM FARR TO MONROE

SPECIAL ASSESSMENT ROLL

RESO 2

ENGINEER'S ESTIMATE ASSESSABLE AMOUNT \$112,625.03
TOTAL ASSESSABLE FRONT FEET 1625.58

CALCULATING ASSESSABLE FRONT FOOT RATE AND AMOUNTS:

PROPERTY TYPE	RESIDENTIAL PROPERTY	COMMERCIAL PROPERTY	TOTAL
TOTAL ASSEMENT PER TYPE	\$112,625.03	\$112,625.03	
CITY SHARE ≥ 60%	\$74,729.99	\$67,575.02	
PROPERTY SHARE @ ≤40%	\$37,895.04	\$45,050.01	
ASSESSABLE FRONT FOOT RATE: PROP SHARE/1625.58	\$23.31	\$27.71	
TOTAL FRONT FEET PER TYPE	920.50	705.08	
TOTAL AMOUNT OF ASSESSMENT PER TYPE:	\$21,458.49	\$19,539.94	\$40,998.43

SUMMARY: SPECIAL ASSESSMENT AMOUNTS PER SIDE OF STREET:

WEST SIDE	\$21,456.86
EAST SIDE	\$19,537.63
TOTAL SPECIAL ASSESSMENT	<u>\$40,994.48</u>

WEST SIDE

ADDRESS NO.	STREET	PROPERTY OWNER NAME	ROLL NUMBER	FRONT FOOTAGE	CORNER LOT DISCOUNT	ASSESSABLE FRONT FEET	FRONT FOOT RATE	AMOUNT OF ASSESSMENT	PROPERTY TYPE
668	LINCOLN AVE	688 LINCOLN AVE, LLC	050-010-015-036-00	200	0.75	150.00	\$23.31	\$3,496.50	R1
656	LINCOLN AVE	OLIVER & PATRICIA CONDRA	050-010-015-031-00	160	1	160.00	\$23.31	\$3,729.60	R1
650	LINCOLN AVE	WENDELL & SHIRLEY STANFIELD	050-010-015-030-00	60	1	60.00	\$23.31	\$1,398.60	R1
642	LINCOLN AVE	RODNEY & BARBARA WEINERT	050-010-015-029-00	60	1	60.00	\$23.31	\$1,398.60	R1
640	LINCOLN AVE	ERICA VANDENBOSS	050-010-015-028-00	60	1	60.00	\$23.31	\$1,398.60	R1
638	LINCOLN AVE	MICHELLE BOWLES	050-010-015-027-00	60	1	60.00	\$23.31	\$1,398.60	R1
626	LINCOLN AVE	JEREMY SCHULTE	050-010-015-026-00	60	1	60.00	\$23.31	\$1,398.60	R1
622	LINCOLN AVE	MARY MALIK	050-010-015-025-00	90	1	90.00	\$23.31	\$2,097.90	R1
618	LINCOLN AVE	BRANDON & SARAH HARTWELL	050-010-015-023-00	60	1	60.00	\$23.31	\$1,398.60	R1
606	LINCOLN AVE	BRANDON & SARAH HARTWELL	050-010-015-022-00	90	1	90.00	\$23.31	\$2,097.90	R1
604	LINCOLN AVE	RYAN NICHOLAS & GERALYN	050-010-015-020-00	45	1	45.00	\$23.31	\$1,048.95	R1
600	LINCOLN AVE	HARLAN & JOYCE GILLIAM	050-010-015-019-00	34	0.75	25.50	\$23.31	\$594.41	R1
				979		920.50		\$21,456.86	

EAST SIDE

ADDRESS NO.	STREET	PROPERTY OWNER NAME	ROLL NUMBER	FRONT FOOTAGE	CORNER LOT DISCOUNT	ASSESSABLE FRONT FEET	FRONT FOOT RATE	AMOUNT OF ASSESSMENT	PROPERTY TYPE
1175	FARR AVE	CITY OF OWOSSO	050-010-012-001-00	874.1	0.75	655.58	\$27.71	\$18,165.98	C-OS
		CONSUMERS ENERGY, CO	050-010-010-001-00	66	0.75	49.50	\$27.71	\$1,371.65	I2
				940.1		705.08		\$19,537.63	

TOTALS: 1919.10 1625.58 \$ 40,994.48



MEMORANDUM

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

DATE: June 7, 2021

TO: Owosso City Council

FROM: Ryan E. Suchanek, Director of Public Services & Utilities

SUBJECT: McMillan Avenue Resurfacing – Special Assessment Resolution No. 2

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. **McMillan Avenue, from south end to Industrial Drive**, is proposed by the city for street rehabilitation.

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 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 **February 1, 2021** 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. City Council is asked to act upon Resolution No. 2 on **June 7, 2021** for the proposed improvement, setting a public hearing for Monday, **June 21, 2021**.

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: 1) If council agrees 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; 2) If council agrees the project should go forward, but with some adjustments they may direct staff to make those adjustments and proceed; 3) If council determines 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 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. 2 for the proposed district as a part of the Consent Agenda.

Staff recommends authorization of Resolution No. 2 for the following district, setting the hearing of necessity for Monday, **June 21, 2021**:

McMillan Avenue, a Public Street, from south end to Industrial Drive

Attachments: Resolution No. 2 – McMillan Avenue
Special Assessment Roll – McMillan Avenue
Engineer's Estimate - McMillan Avenue
Tax Assessment Map - McMillan Avenue

Special Assessment Resolution No. 2 for McMillan Avenue

Special Assessment District No. 2021-04

McMillan Avenue, a Public Street, from south end to Industrial Drive

RESOLUTION NO.

**MCMILLAN AVENUE
FROM SOUTH END TO INDUSTRIAL DRIVE
SPECIAL ASSESSMENT RESOLUTION NO. 2**

WHEREAS, the City Council has ordered the City Manager to prepare a report for public improvement, more particularly hereinafter described; and

MCMILLAN AVENUE, A PUBLIC STREET, FROM SOUTH END TO INDUSTRIAL DRIVE;
STREET RESURFACING

WHEREAS, the City Manager prepared said report and the same has been filed with the City Council as required by the Special Assessment Ordinance of the City of Owosso and the Council has reviewed said report.

NOW, THEREFORE, BE IT RESOLVED THAT:

1. The plans and estimate of cost and the report of the City Manager for said public improvement shall be filed in the office of the City Clerk and shall be available for public examination.
2. The City Council hereby determines that the Public Improvement hereinafter set forth may be necessary.
3. The City Council hereby approves the estimate of cost of said public improvement to be \$147,709.56 and determines that \$28,951.04 thereof shall be paid by special assessment imposed on the lots and parcels of land more particularly hereinafter set forth, which lots and parcels of land are hereby designated to be all of the lots and parcels of land to be benefited by said improvements and determines that \$118,758.52 of the cost thereof shall be paid by the City at large because of benefit to the City at large.
4. The City Council hereby determines that the portion of the cost of said public improvement to be specially assessed shall be assessed in accordance with the benefits to be received.
5. The City Council shall meet at the Owosso City Hall Council Chambers on Monday, June 21, 2021 for the purpose of hearing all persons to be affected by the proposed public improvement.
6. The City Clerk is hereby directed to cause notice of the time and place of the hearing to be published once in The Argus Press, the official newspaper of the City of Owosso, not less than seven (7) days prior to the date of said hearing and shall further cause notice of said hearing to be sent by first class mail to each owner of property subject to assessment, as indicated by the records in the City Assessor's Office as shown on the general tax roll of the City, at least (10) full days before the time of said hearing, said notice to be mailed to the addresses shown on said general tax rolls of the City.
7. The notice of said hearing to be published and mailed shall be in substantially the following form:

**NOTICE OF SPECIAL ASSESSMENT HEARING
CITY OF OWOSSO, MICHIGAN**

TO THE OWNERS OF THE FOLLOWING DESCRIBED PROPERTY:

McMillan Avenue, a Public Street, from south end to Industrial Drive

TAKE NOTICE that the City Council intends to acquire and construct the following described public improvement: **Street Resurfacing.**

The City Council intends to defray apart or all of the cost of the above-described public improvement by special assessment against the above described property.

TAKE FURTHER NOTICE that City Council has caused plans and an estimate of the cost and report for the above described public improvement to be prepared and made by the City Manager and the same is on file with the City Clerk and available for public examination.

TAKE FURTHER NOTICE that the City Council will meet at the Owosso City Hall Council Chambers, Owosso, Michigan at 7:30 o'clock p.m. on Monday, June 21, 2021 for the purpose of hearing any person to be affected by the proposed public improvement.



City of Owosso

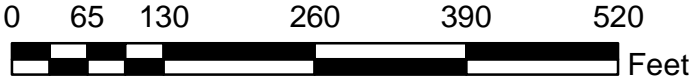
Proposed Special Assessment No. 2021-05

McMillan Avenue
from South end to Industrial Dr.

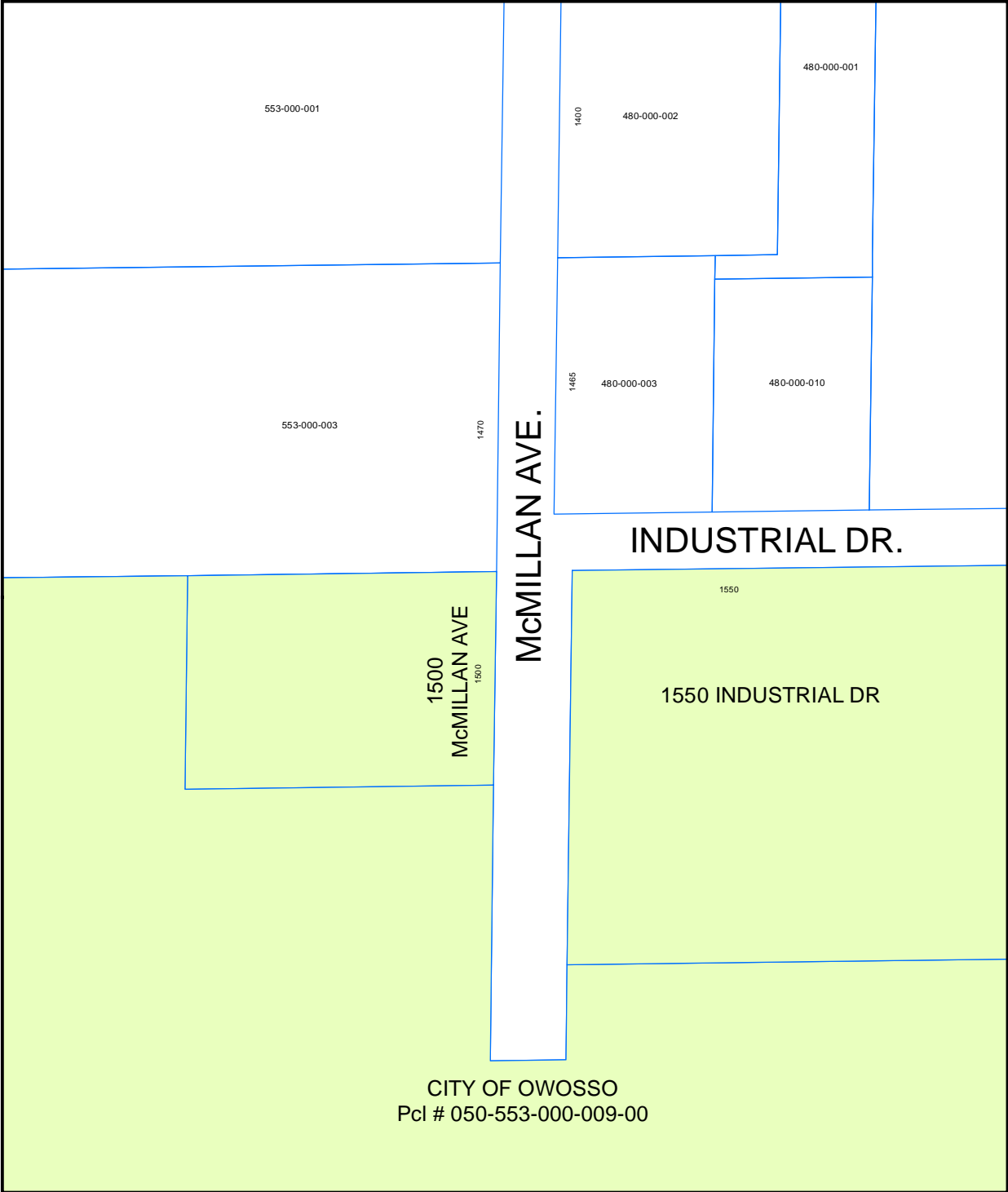


Legend

-  Special Assessment Parcels
-  Other City of Owosso Parcels
- 501 Street Address Number



1 inch = 165 feet



MCMILLAN AVENUE FROM SOUTH END TO INDUSTRIAL DRIVE ENGINEER'S ESTIMATE

DESCRIPTION	QUANTITY	UNIT	UNIT PRICE	AMOUNT	ELIGIBLE AMOUNT	CITY COST 60 PERCENT	ASSESSMENT	ASSESSMENT
							AT 40% RESIDENTIAL	AT 40% COMMERCIAL
Mobilization, Max 10%, (Road and Storm)	0.11	LSUM	\$52,000.00	\$ 5,720.00	\$ 5,720.00	\$ 3,432.00	\$ 2,288.00	\$ 2,288.00
Culv, Rem, Less than 24 inch	1	Ea	\$350.00	\$ 350.00				
Pavt, Rem	372.65	Syd	\$9.00	\$ 3,353.85				
Embankment, CIP	5	Cyd	\$8.00	\$ 40.00				
Excavation, Earth	392	Cyd	\$10.00	\$ 3,920.00				
Subgrade Undercutting, Type II	2.75	Cyd	\$25.00	\$ 68.75				
Subbase, CIP	29	Cyd	\$10.00	\$ 290.00				
Aggregate Base, LM, Modified	2.75	Cyd	\$20.00	\$ 55.00				
Aggregate Base, 10 inch, Modified	234	Syd	\$19.00	\$ 4,446.00	\$ 889.20	\$ 533.52		\$ 355.68
HMA Base Crushing and Shaping, Modified	1118	Syd	\$2.00	\$ 2,236.00	\$ 745.33	\$ 447.20		\$ 298.13
Material, Surplus and Unsuitable, Rem, LM	2.75	Cyd	\$20.00	\$ 55.00				
Salv Crushed Material, LM	1.1	Cyd	\$10.00	\$ 11.00				
Asphalt Cement Stabilized Base, Modified	1118	Syd	\$2.40	\$ 2,683.20	\$ 1,341.60	\$ 804.96		\$ 536.64
Asphalt Cement Binder	1788	Gal	\$3.50	\$ 6,258.00	\$ 3,129.00	\$ 1,877.40		\$ 1,251.60
Trenching, Modified	3	Sta	\$250.00	\$ 750.00	\$ 500.00	\$ 300.00		\$ 200.00
Maintenance Gravel	11	Ton	\$20.00	\$ 220.00				
Approach, CI I, LM	13	Cyd	\$30.00	\$ 390.00				
Shoulder, CI I	68	Ton	\$30.00	\$ 2,040.00	\$ 2,040.00	\$ 1,224.00	\$ 816.00	\$ 816.00
Geotextile, Separator, Modified	148	Syd	\$2.00	\$ 296.00				
Culv End Sect, Conc, 12 inch	5	Ea	\$500.00	\$ 2,500.00				
Culv, CI E, Conc, 12 inch	250	Ft	\$50.00	\$ 12,500.00				
Sanitary Service, Conflict	0.55	Ea	\$1,350.00	\$ 742.50				
Abandoned Gas Main, Conflict	0.55	Ea	\$500.00	\$ 275.00				
Dr Structure Cover, EJ 1040 w/ Type O2 Beehive	1	Ea	\$700.00	\$ 700.00	\$ 700.00	\$ 420.00	\$ 280.00	\$ 280.00
Dr Structure, 48 inch dia, Modified	1	Ea	\$2,000.00	\$ 2,000.00				
Cold Milling HMA Surface	953	Syd	\$2.00	\$ 1,906.00	\$ 1,906.00	\$ 1,143.60	\$ 762.40	\$ 762.40
HMA, 3E3 (3")	203	Ton	\$75.00	\$ 15,225.00	\$ 15,225.00	\$ 9,135.00	\$ 1,015.00	\$ 5,075.00
HMA, 4E3 (2")	136	Ton	\$80.00	\$ 10,880.00	\$ 10,880.00	\$ 6,528.00	\$ 4,352.00	\$ 4,352.00
HMA, 5E3 (1.5")	102	Ton	\$85.00	\$ 8,670.00	\$ 8,670.00	\$ 5,202.00	\$ 3,468.00	\$ 3,468.00
Cement	0.22	Ton	\$200.00	\$ 44.00				
Driveway, Nonreinf Conc, 9 inch	255	Syd	\$60.00	\$ 15,300.00				
Barricade, Type III, High Intensity, Double Sided, Lighted, Furn & Oper	1	Ea	\$105.00	\$ 105.00				
Minor Traf Devices, Max \$10,000	0.11	LSUM	\$10,000.00	\$ 1,100.00	\$ 1,100.00	\$ 660.00	\$ 440.00	\$ 440.00
Plastic Drum, Fluorescent, Furn and Oper	1.65	Ea	\$35.00	\$ 57.75				
Sign, Type B, Temp, Prismatic, Furn and Oper	50	Sft	\$5.00	\$ 250.00				
Pedestrian Type II Barricade, Temp	0.22	Ea	\$125.00	\$ 27.50				
Turf Establishment, Performance	1254	Syd	\$6.00	\$ 7,524.00				
Post, Steel, 3 lb	5.5	Ft	\$8.00	\$ 44.00				
Sign, Type III, Erect, Salv	0.55	Ea	\$60.00	\$ 33.00				
Sign, Type III, Rem	0.55	Ea	\$45.00	\$ 24.75				
Miscellaneous Work Items	1	LSUM	\$10,000.00	\$ 10,000.00	\$ 10,000.00	\$ 6,000.00	\$ 4,000.00	\$ 4,000.00
SUB TOTALS				\$123,091.30	\$62,846.13	\$37,707.68	\$17,421.40	\$24,123.45
ENGINEERING AT 15% ASSESSABLE COST				\$ 18,463.70	\$ 9,426.92	\$ 5,656.15	\$ 2,613.21	\$ 3,618.52
ADMINISTRATIVE AT 5% ASSESSABLE COST				\$ 6,154.57	\$ 3,142.31	\$ 1,885.38	\$ 871.07	\$ 1,206.17
GRAND TOTALS				\$147,709.56	\$75,415.36	\$45,249.22	\$20,905.68	\$28,948.14

MCMILLAN AVE FROM SOUTH END TO INDUSTRIAL

SPECIAL ASSESSMENT ROLL

RESO 2

ENGINEER'S ESTIMATE ASSESSABLE AMOUNT \$75,415.36
TOTAL ASSESSABLE FRONT FEET 673.75

CALCULATING ASSESSABLE FRONT FOOT RATE AND AMOUNTS:

PROPERTY TYPE	RESIDENTIAL PROPERTY	COMMERCIAL PROPERTY	TOTAL
TOTAL ASSEMENT PER TYPE	\$75,415.36	\$75,415.36	
CITY SHARE ≥ 60%	\$54,509.68	\$46,466.22	
PROPERTY SHARE @ ≤40%	\$20,905.68	\$28,949.14	
ASSESSABLE FRONT FOOT RATE: PROP SHARE/673.75	\$31.03	\$42.97	
TOTAL FRONT FEET PER TYPE	0.00	673.75	
TOTAL AMOUNT OF ASSESSMENT PER TYPE:	\$0.00	\$28,949.14	\$28,949.14

SUMMARY: SPECIAL ASSESSMENT AMOUNTS PER SIDE OF STREET:

WEST SIDE	\$16,543.45
EAST SIDE	\$12,407.59
TOTAL SPECIAL ASSESSMENT	<u>\$28,951.04</u>

MCMILLAN AVE FROM SOUTH END TO INDUSTRIAL

SPECIAL ASSESSMENT ROLL NO. 2021-05

RESO 2

WEST SIDE

ADDRESS NO.	STREET	PROPERTY OWNER NAME	ROLL NUMBER	FRONT FOOTAGE	CORNER LOT DISCOUNT	ASSESSABLE FRONT FEET	FRONT FOOT RATE	AMOUNT OF ASSESSMENT	PROPERTY TYPE
		CITY OF OWOSSO	050-553-000-009-00	160	1	160.00	\$42.97	\$6,875.20	I1
1500	MCMILLAN AVE	GLENN BARNES	050-553-000-008-00	225	1	225.00	\$42.97	\$9,668.25	I1
				385		385.00		\$16,543.45	

EAST SIDE

ADDRESS NO.	STREET	PROPERTY OWNER NAME	ROLL NUMBER	FRONT FOOTAGE	CORNER LOT DISCOUNT	ASSESSABLE FRONT FEET	FRONT FOOT RATE	AMOUNT OF ASSESSMENT	PROPERTY TYPE
		CITY OF OWOSSO	050-553-000-009-00	0	1	0.00	\$42.97	\$0.00	I1
1550	INDUSTRIAL DR	GLEN T. MERKEL, LLC	050-553-000-005-00	385	0.75	288.75	\$42.97	\$12,407.59	I1
				385		288.75		\$12,407.59	

SOUTH SIDE

ADDRESS NO.	STREET	PROPERTY OWNER NAME	ROLL NUMBER	FRONT FOOTAGE	CORNER LOT DISCOUNT	ASSESSABLE FRONT FEET	FRONT FOOT RATE	AMOUNT OF ASSESSMENT	PROPERTY TYPE
		CITY OF OWOSSO	050-553-000-009-00	0	1	0.00	42.97	\$0.00	I1
				0		0.00			

TOTALS: 770 673.75 \$ 28,951.04



202 S. WATER • OWOSSO, MICHIGAN 48867-2958 · (989) 725-0599

MEMORANDUM

DATE: May 28, 2021

TO: Owosso City Council

FROM: Kevin Lenkart
Director of Public Safety

RE: Adoption of Ordinance Governing Operation of golf carts on city streets.

Recommendation:

I recommend Council approve the attached resolution setting a public hearing for June 21, 2021 to receive citizen comment regarding the proposal to adopt the ordinance as attached.

Background:

Currently the City of Owosso does not have an ordinance for Operation of Golf Carts on city streets. The adoption of this ordinance would allow limited use of golf carts on city streets.

RESOLUTION NO.

**AUTHORIZING FIRST READING & SETTING A PUBLIC HEARING FOR
THE PROPOSED ADDITION OF ARTICLE IX, *GOLF CARTS*, TO CHAPTER 33, TRAFFIC AND
MOTOR VEHICLES, OF THE CODE OF ORDINANCES
TO GOVERN THE USE OF GOLF CARTS IN THE CITY**

WHEREAS, the City of Owosso, Shiawassee County, Michigan, does not have an ordinance for operation of golf carts on city streets,

WHEREAS, Public Act 491 of 2014 recently amended Public Act 300 of 1949, commonly known as the Michigan Vehicle Code, being MCL 257.1 through MCL 257.923; and,

WHEREAS, Public Act 491 of 2014 created a new section to the Michigan Vehicle Code which allows for the limited and regulated use of Golf Carts on public streets and highways which is found at MCL 257.657a; and,

WHEREAS, under the amended Michigan Vehicle Code, local units of government may allow for the limited and regulated use of Golf Carts on their streets and highways under the terms and conditions specified in law via the adoption of a Resolution or Ordinance; and,

WHEREAS, the City of Owosso desires to allow for the limited use of Golf Carts on its streets and highways as permitted and regulated by the ordinance proposed below; and,

WHEREAS, it is the long-standing practice of the City Council to hold a public hearing to receive citizen comment regarding any and all proposed ordinance amendments.

NOW, THEREFORE, BE IT RESOLVED, THAT THE CITY OF OWOSSO ORDAINS THAT:

SECTION 1. ADDITION. That Article IX, *Golf Carts*, be added to Chapter 33, Traffic and Motor Vehicles, of the Code of Ordinances of the City of Owosso as follows:

ARTICLE IX. – GOLF CARTS

Sec. 33-170. - Operation of golf carts on city streets.

A person may operate a golf cart on city streets, subject to the following restrictions:

- (1) A person shall not operate a golf cart unless he or she is at least 16 years old and licensed to operate a motor vehicle.
- (2) The operator of a golf cart shall comply with the signal requirements of MCL 257.648 that apply to the operation of a vehicle.
- (3) A person operating a golf cart upon a roadway shall ride as near to the right side of the roadway as practicable, exercising due care when passing a standing vehicle or one proceeding in the same direction.
- (4) A person shall not operate a golf cart on a state trunk line highway (including M-52, M-21 and M-71). This subsection does not prohibit a person from crossing a state trunk line highway when operating a golf cart on a city street, using the most direct line of crossing.
- (5) Where a usable and designated path for golf carts is provided adjacent to a highway or street, a person operating a golf cart shall be required to use that path.

- (6) A person operating a golf cart shall not pass between lines of traffic, but may pass on the left of traffic moving in his or her direction in the case of a two-way street or on the left or right of traffic in the case of a one-way street, in an unoccupied lane.
- (7) A golf cart shall not be operated on a sidewalk constructed for the use of pedestrians or on or across a cemetery or burial ground.
- (8) A golf cart shall be operated at a speed not to exceed 15 miles per hour and shall not be operated on a highway or street with a speed limit of more than 30 miles per hour except to cross that highway or street.
- (9) A golf cart shall not be operated on city streets during the time period from one-half hour before sunset to one-half hour after sunrise.
- (10) A golf cart shall not be operated on the James Miner Trail or the Riverwalk trail.
- (11) A person operating a golf cart or who is a passenger in a golf cart is not required to wear a crash helmet.
- (12) This article does not apply to a police officer in the performance of his or her official duties.
- (13) A golf cart operated on a city street under this article is not required to be registered under the Michigan Vehicle Code for purposes of section 3101 of the Insurance Code of 1956, 1956 PA 218, MCL 500.3101.
- (14) As used in this article, "golf cart" means a vehicle designed for transportation while playing the game of golf. A golf cart is not required to meet the vehicle safety requirements of a low-speed vehicle for approval under this article.
- (15) All golf carts intended for street use shall be registered and the owners or operators of those golf carts shall register such golf carts prior to operating the same on any city street, at no cost, with the Owosso Police Department and receive a registration sticker. The registration sticker must be affixed in plain view on the driver's side of the golf cart below the seating area at all times it is operated on city streets.
- (16) Violation of any of the provisions of this section shall be penalized as a civil infraction.

SECTION 2. PUBLIC HEARING. A public hearing is set for Monday, June 21, 2021 at 7:30 p.m. for the purpose of hearing citizen comment regarding the proposed addition to the Code of Ordinances.

SECTION 3. EFFECTIVE DATE. This amendment shall become effective twenty days after passage.

SECTION 4. AVAILABILITY. This ordinance may be purchased or inspected in the city clerk's office, Monday through Friday between the hours of 9:00 a.m. and 5:00 p.m.

Golf Carts and ORVs/ATVs on Local Streets

Introduction

Two separate pieces of legislation allow for the use of golf carts and Off-Road Vehicles/All-Terrain Vehicles (ORVs/ATVs) on municipal streets, and each requires a different municipal action. Under the Michigan Vehicle Code, golf cart use requires a resolution, and under the Natural Resources and Environmental Protection Act (NREPA), an ordinance is required to allow the use of ORVs/ATVs.

Golf Carts—summary of requirements

Public Act 491 of 2014 enables local units of government with a population of 30,000 or less to adopt a resolution to allow the use of golf carts on certain streets within their jurisdiction—streets with a speed limit of 30 MPH or less. The city or village may maintain a recorded list of golf cart operators; if so, they may not charge operators to compile the list.

The local unit of government does not have the ability to modify the requirements or conditions established by the state, with the exception of further prohibiting golf carts on selected streets with a 30 MPH or lower speed limit.

The following conditions are required under the Michigan Vehicle Code:

An Operator

- Must be at least 16 and have a valid driver's license.
- Must comply with signal requirements.
- Must ride as far to the right as possible.
- Is not required to wear a helmet.

Golf Carts

- Shall not be operated on sidewalks.
- May not pass between lines of traffic.
- May travel at a maximum speed of 15 MPH.
- May not be operated 1/2 hour before sunset or 1/2 hour after sunrise.
- Are only permitted to operate on streets that are 30 MPH or less.
- By local ordinance may be required to use a path adjacent to a road, over the use of the roadway, if a path adjacent to a road is provided.

*The local unit may by resolution further restrict which streets golf carts are allowed on.

Off-Road Vehicles (ORVs) and All-Terrain Vehicles (ATVs)

Municipalities are permitted to adopt an ordinance allowing ORVs and ATVs to operate on their streets in a manner allowed under NREPA. The following conditions are required:

ORVs/ATVs

- May travel at a maximum speed of 25 MPH.
- Must have a lighted headlight and taillight.
- Driver must wear a helmet and eye protection (unless the ORV has a windshield and a roof or roll bar which meets or exceeds crash helmet standards and the driver is wearing a safety belt).
- Driver must be at least 18 years old; or, between 12 and 18, the driver must either have a valid driver's license or have a valid ORV safety certificate on them and be under the immediate visual supervision of an adult.
- Are required to attach the license to the vehicle.



301 W. MAIN • OWOSSO, MICHIGAN 48867-2958 • (989) 725-0599 • FAX (989) 723-8854

MEMORANDUM

DATE: May 25, 2021

TO: City Council

FROM: Kevin Lenkart
Director of Public Safety

RE: Traffic Control Order # 1453

Rick Morris, Westown Merchant's Association member, has requested a lot closure for the "Antique Bicycle Swap Meet and Ride". He does not have insurance for this event and is requesting the waiver.

LOCATION:

**Parking Lot at 800 W. Main St.
Lot #11**

DATE:

August 8, 2021

TIME:

7:00 am – 3:00 pm

The Public Safety Department has issued Traffic Control Order # 1453 in accordance with the Rules for the Issuance of Certain Traffic Control Orders. Staff recommends approval and further authorization of a traffic control order formalizing the action.

CITY OF OWOSSO

TRAFFIC CONTROL ORDER

(SECTION 2.53 UNIFORM TRAFFIC CODE)

ORDER NO.	DATE	TIME
1453	5/25/2021	10:00 am

REQUESTED BY
Kevin Lenkart – Director of Public Safety

TYPE OF CONTROL
Parking Lot Closure

LOCATION OF CONTROL
800 W. Main St. Parking Lot
Lot #11

EVENT:
Antique Bicycle Swap Meet and Ride
DATE: August 8, 2021
7:00 am - 3:00 pm

APPROVED BY COUNCIL
_____, 20 ____

REMARKS

city of
APPLICATION FOR USE OF
PARKING LOTS, PARADES, OR SIMILAR EVENTS

301 W.

OWOSSO

MAIN OWOSSO, MICHIGAN 48867-2958 · (989) 725-0550 · FAX 725-0526

The request for use of the parking lots, parade, or similar event shall be submitted to the Director of Public Safety not less than 14 days nor more than 120 days before the date for which the use is requested.

The submission of a request by an individual or organization for a traffic control order pursuant to these rules and regulations shall constitute an agreement to indemnify and hold the City and its officers and employees harmless from any and all liability arising from the event or activities for which the request is made.

Name of individual or group: Westown Merchants Assoc. Date: 5-17-21

Primary Contact Person
Name: RICK MORRIS

Title: _____

Address: 814 W. MAIN ST

Phone: 989-725-8373

Requested Date(s): 8-8-21 Requested Hours: 7AM - 3PM

Area Requested (Parking Lot - Parade Route): PARKING LOT 800 BLOCK NORTHSIDE
W. MAIN ST.

Detailed description of the use for which the request is made: ANTIQUE BICYCLE SWAP MEET
& RIDE

- Attach copies of any rules or policies applicable to persons participating in the event.
- Evidence to the City of insurance coverage applicable to the event or activity naming the City as an additional insured in an amount of not less than \$500,000 combined single limit.
- or
- The City Council may waive such insurance requirement if it determines that insurance coverage is unavailable or cannot be obtained at a reasonable cost and the event or activity is in the public interest or fulfills a legitimate and recognized public purpose.

Do Not Write Below This Line - For Officials Use Only

Approved Not Approved Date: _____ Traffic Control Order Number _____

Cc: DDA - Director



2021 Release Form

All riders must sign this release. A parent's signature is required for applicants under 18. Riders under 16 must be accompanied by an adult.

I agree that the House of Wheels, Inc. or Westtown Merchants Association and anyone associated with them will not be liable for any loss, injury or death related to Owosso Bike Fest or activities associated with it. I know that there are risks associated with these activities and I willingly accept these risks. I know that the ride organizer's sole function is planning the ride and that the ride organizer's sole function is planning the ride and that it is my responsibility to know and obey all laws and ensure my own safety; I am physically fit and able to participate.

Last name (printed)

First name (printed)

Signature

Guardian signature



OWOSSO PUBLIC SAFETY

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

MEMORANDUM

DATE: May 28, 2021
TO: City Council
FROM: Kevin Lenkart
Director of Public Safety
RE: Traffic Control Order # 1454

Devin Shaw, Midwest Brass & Gas Organizer, is requesting the following parking lot closure to park trucks with trailers:

LOCATION:

**Parking Lot behind Roma's
Lot #10**

DATE:

July 11, 2021 to July 17, 2021

TIME:

9:00 am – 6:00 pm

The Public Safety Department has issued Traffic Control Order # 1454 in accordance with the Rules for the Issuance of Certain Traffic Control Orders. Staff recommends approval and further authorization of a traffic control order formalizing the action.

CITY OF OWOSSO

TRAFFIC CONTROL ORDER

(SECTION 2.53 UNIFORM TRAFFIC CODE)

ORDER NO.	DATE	TIME
1454	5-28-2021	3:00 pm

REQUESTED BY
Kevin Lenkart – Director of Public Safety

TYPE OF CONTROL
Parking Lot Closure

LOCATION OF CONTROL

Parking lot behind Roma's
Lot #10

EVENT:

Midwest Brass and Gas
DATE: July 11, 2021 at 9:00am to July 17, 2021 at 6:00pm

APPROVED BY COUNCIL

_____, 20 ____

REMARKS



Roma's Back Door
Pizza • \$\$

Himburg St

Himburg St

Himburg St

N Saginaw St

N Park St

N Saginaw St

N Saginaw St

N Park St

N Park St

N Saginaw St

N Saginaw St

Capitol's Grille
Takeout

Owosso Bolt &

Jerome Ave

Jerome Ave

Jerome Ave

Jerome Ave

Google



APPLICATION FOR USE OF PARKING LOTS, PARADES, OR SIMILAR EVENTS

301 W. MAIN OWOSSO, MICHIGAN 48867-2958 · (989) 725-0550 · FAX 725-0526

The request for use of the parking lots, parade, or similar event shall be submitted to the Director of Public Safety not less than 14 days nor more than 120 days before the date for which the use is requested.

The submission of a request by an individual or organization for a traffic control order pursuant to these rules and regulations shall constitute an agreement to indemnify and hold the City and its officers and employees harmless from any and all liability arising from the event or activities for which the request is made.

Name of individual or group: _____ Date: _____

Primary Contact Person

Name: _____

Title: _____

Address: _____

Phone: _____

Requested Date(s): _____ Requested Hours: _____

Area Requested (Parking Lot - Parade Route): _____

Detailed description of the use for which the request is made: _____

- Attach copies of any rules or policies applicable to persons participating in the event.
- Evidence to the City of insurance coverage applicable to the event or activity naming the City as an additional insured in an amount of not less than \$500,000 combined single limit.
- or
- The City Council may waive such insurance requirement if it determines that insurance coverage is unavailable or cannot be obtained at a reasonable cost and the event or activity is in the public interest or fulfills a legitimate and recognized public purpose.

.....
Do Not Write Below This Line - For Officials Use Only

Approved Not Approved Date: _____ Traffic Control Order Number _____

Cc: DDA - Director
WCIA - Chairperson



HORSELE-01

TMEAKIM

CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)

5/20/2021

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW...

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must have ADDITIONAL INSURED provisions or be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement.

PRODUCER: J.C. Taylor Insurance, 320 South 69th Street, Upper Darby, PA 19082
CONTACT NAME: Thomas Meakim, PHONE: (800) 345-8290
INSURER(S): Sentinel Insurance Company, Ltd, NAIC #: 11000

COVERAGES CERTIFICATE NUMBER: REVISION NUMBER:

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

Table with columns: INSR LTR, TYPE OF INSURANCE, ADDL INSD, SUBR WVD, POLICY NUMBER, POLICY EFF (MM/DD/YYYY), POLICY EXP (MM/DD/YYYY), LIMITS. Rows include Commercial General Liability, Automobile Liability, and Umbrella Liability.

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)
Midwest Brass & Gas Car Show
July 11 - July 17, 2021
City of Owosso
Public Lots
301 W. Main Street
Owosso, MI 48867
City of Owosso is added as an Additional Insured with respect to this event.

CERTIFICATE HOLDER: City of Owosso, 301 W. Main Street, Owosso, MI 48867
CANCELLATION: SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.
AUTHORIZED REPRESENTATIVE: Thomas J Meakim



MEMORANDUM

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

DATE: June 7, 2021

TO: Mayor Eveleth and the Owosso City Council

FROM: Ryan E. Suchanek, Director of Public Services & Utilities

SUBJECT: Annual General Engineering Services Agreements

RECOMMENDATION:

Approval of four agreements for general engineering services with:

1. Spicer Group (St Johns, MI)
2. Fleis & Vandenbrink (Grand Blanc, MI)
3. ENG (Lansing, MI)
4. OHM (Saginaw, MI)

The above proposed agreements have previously been approved by the city manager as to substance and form.

BACKGROUND:

On April 20, 2020, City Council approved the four firms as most qualified to provide General Engineering Service contracts through June 30, 2023. These services are necessary to support the City's engineering staff in carrying out the duties and responsibilities of the Engineering Division whenever workload demands the addition of a consultant's staff and expertise. City staff approves of the work provided from the four firms and recommends all four contracts be renewed annually through June 30, 2023.

FISCAL IMPACTS:

City staff will request individual quotes from the four firms whenever there is a need for a specific service. These quotes will be evaluated and administered in accordance with the city of Owosso's Purchasing Policy.

ATTACHMENTS:

- (1) Resolution
- (2) Agreement Renewal Spicer Group
- (3) Agreement Renewal Fleis & Vandenbrink
- (4) Agreement Renewal ENG
- (5) Agreement Renewal OHM Advisors

Document originated by: Ryan E. Suchanek, Director of Public Services

RESOLUTION NO.

**AUTHORIZING THE EXECUTION OF AGREEMENTS
FOR PROFESSIONAL ENGINEERING SERVICES WITH
SPICER GROUP, INC.
FLEIS & VANDENBRINK ENGINEERING, INC.
ENG., INC.
ORCHARD, HILTZ & MCCLIMENT, INC.**

WHEREAS, the city of Owosso, Michigan, has determined that it is advisable, necessary and in the public interest to secure professional engineering services for various public improvement projects in the city; and

WHEREAS, a quality based selection process was developed to select a qualified engineering firm; and on April 20, 2020, City Council approved extending the agreements with the four most qualified firms for General Engineering Services, and

WHEREAS, the Spicer Group, Inc., Fleis & Vandenbrink Engineering Inc., ENG., Inc., and Orchard, Hiltz & McCliment, Inc. have been determined as most qualified to perform engineering services through this process.

NOW THEREFORE BE IT RESOLVED by the City of Owosso, county of Shiawassee, state of Michigan:

- FIRST: The City of Owosso has heretofore determined that it is advisable, necessary and in the public interest to employ the firms of Spicer Group, Inc., Fleis & Vandenbrink Engineering Inc., ENG., Inc., and Orchard, Hiltz & McCliment, Inc. to provide professional engineering services for future engineering projects; and
- SECOND: The mayor and city clerk of the City of Owosso are hereby instructed and authorized to sign the document attached as; Exhibit C-SG-8, Renewal of Agreement for Professional Engineering Services with Spicer Group, Inc.; and
- THIRD: The mayor and city clerk of the city of Owosso are hereby instructed and authorized to sign the document attached as; Exhibit C-FV-8, Renewal of Agreement for Professional Engineering Services with Fleis & Vandenbrink Engineering Inc.; and
- FOURTH: The mayor and city clerk of the city of Owosso are hereby instructed and authorized to sign the document attached as; Exhibit C-ENG-5, Renewal of Agreement for Professional Engineering Services with ENG., Inc.; and
- FIFTH: The mayor and city clerk of the city of Owosso are hereby instructed and authorized to sign the document attached as; Exhibit C-OHM-4, Renewal of Agreement for Professional Engineering Services with Orchard, Hiltz & McCliment, Inc.; and
- SIXTH: The Owosso city manager is hereby instructed to receive cost proposals from each of these four firms for future projects, and make recommendation to the City Council for acceptance and award in accordance with the City of Owosso Purchasing Policy for a period renewed annually through June 30, 2023.

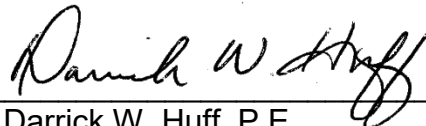
EXHIBIT C-SG-8

**RENEWAL OF
AGREEMENT FOR
PROFESSIONAL ENGINEERING SERVICES WITH
SPICER GROUP, INC.**

IN WITNESS WHEREOF the parties hereto have hereunto set their hands and seals the day and date noted, renewing the contract "Agreement for Professional Engineering Services with Spicer Group, Inc." for the term of July 1, 2021 through June 30, 2022.

For the engineer:
Spicer Group, Inc.

For the owner:
City of Owosso, Michigan

By: 
Darrick W. Huff, P.E.
Principal in Charge

By: _____
Christopher T. Eveleth
Mayor

By: _____

By: _____
Amy K. Kirkland
City Clerk

Executed: May 7, 2021

Executed: _____, 2021


EXHIBIT C-FV-8

RENEWAL OF
AGREEMENT FOR
PROFESSIONAL ENGINEERING SERVICES WITH
FLEIS & VANDENBRINK ENGINEERING, INC.

IN WITNESS WHEREOF the parties hereto have hereunto set their hands and seals the day and date noted, renewing the contract "Agreement for Professional Engineering Services with Fleis & Vandenbrink Engineering, Inc." for the term of July 1, 2021 through June 30, 2022.

For the engineer:
Fleis & VandenBrink Engineering, Inc.

For the owner:
City of Owosso, Michigan

By: 

Gary O. Bartow
Group Manager/ Associate

By: _____
Christopher T. Eveleth
Mayor

By: _____

By: _____
Amy K. Kirkland
City Clerk

Executed: May 7, 2021

Executed: _____, 2021


EXHIBIT C-ENG-5

**RENEWAL OF
AGREEMENT FOR
PROFESSIONAL ENGINEERING SERVICES WITH
ENG., INC.**

IN WITNESS WHEREOF the parties hereto have hereunto set their hands and seals the day and date noted, renewing the contract "Agreement for Professional Engineering Services with Eng., Inc." for the term of July 1, 2021 through June 30, 2022.

For the engineer:
Eng., Inc.

For the owner:
City of Owosso, Michigan

By: 

Erik J. Morris, PE
Vice President

By: _____
Christopher T. Eveleth
Mayor

By: _____

By: _____
Amy K. Kirkland
City Clerk

Executed: May 7, 2021

Executed: _____, 2021

EXHIBIT C-OHM-4

**RENEWAL OF
AGREEMENT FOR
PROFESSIONAL ENGINEERING SERVICES WITH
OHM ADVISORS**

IN WITNESS WHEREOF the parties hereto have hereunto set their hands and seals the day and date noted, renewing the contract "Agreement for Professional Engineering Services with OHM Advisors" for the term of July 1, 2021 through June 30, 2022.

For the engineer:
OHM Advisors

For the owner:
City of Owosso, Michigan

By: Chuck Rolfe, P.E.

By: _____
Christopher T. Eveleth
Mayor

By: _____

By: _____
Amy K. Kirkland
City Clerk

Executed: May 7, 2021

Executed: _____, 2021



OWOSSO PUBLIC SAFETY

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

MEMORANDUM

DATE: May 28, 2021
TO: City Council
FROM: Kevin Lenkart
RE: Shiawassee County Health Department Contract

RECOMMENDATION:

Request council to approve the agreement between the Shiawassee County Health Department and the City of Owosso.

BACKGROUND:

The Shiawassee County Health Department and the City of Owosso Public Safety Department have agreed to partner to provide Covid vaccines to residents who are homebound.

Community residents that do not have transportation or are not ambulatory, have been unable to attend a Covid vaccine clinic in the county. The County Health Department has partnered with area Fire & EMS agencies to provide the vaccine to these agencies to administer them to residents in their homes.

RESOLUTION NO.

**RESOLUTION AUTHORIZING A CONTRACT WITH
THE SHIAWASSEE COUNTY HEALTH DEPARTMENT
FOR THE PROVISION OF COVID VACCINES TO HOMEBOUND RESIDENTS**

WHEREAS, the City of Owosso, Shiawassee County, Michigan, has a Public Safety Department that maintains an fire and EMS department that can administer vaccines; and

WHEREAS, the City of Owosso and The Shiawassee County Health Department have negotiated an agreement in which the City of Owosso will administer the Covid vaccine to area homebound residents; and

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

FIRST: The Shiawassee County Health Department will provide the Covid vaccine to the City of Owosso Fire/EMS personnel to vaccinate area residents who are homebound.

SECOND: The Public Safety Director is instructed and authorized to sign the document substantially in the form attached.

THIRD: The contract shall become effective May 1, 2021.

Agreement Between

Shiawassee County Health Department
149 E. Corunna Ave.
Corunna, MI. 48817

Hereinafter referred to as the "Department"

and

City of Owosso Public Safety
202 S. Water St.
Owosso, MI. 48867

Hereinafter referred to as the "Provider"

for

Covid-19 Vaccination of Homebound Individuals

for the period 5/1/2021 thru 4/30/2022

PURPOSE

The purpose of this agreement is to enable the Department through a contractual arrangement with the Provider to offer Covid-19 vaccination services to homebound residents in Shiawassee County.

TERM

The term of this agreement shall be from May 1, 2021 through April 30, 2022.

TERMINATION

This agreement may be terminated by either party for any cause or no cause upon receipt of 30 days written notice.

SERVICES

The Provider will administer the Covid-19 vaccination to homebound individuals in Shiawassee County. The Department shall provide a list of homebound individuals to the Provider. The Department will provide the necessary Covid-19 vaccine supply to the Provider at no cost.

HEALTH INSURANCE PORTABILITY AND ACCOUNTABILITY ACT

The Provider (herein identified as the “Business Associate” for purposes of this section of the contract) and the Shiawassee County Health Department (herein referred to as the “Covered Entity” for purposes of this section of the contract) for the purpose of complying with HIPAA mutually agree to the following:

- (a) Not to use or further disclose Personal Health Information (PHI) other than as permitted or required by this Agreement or as required by law.
- (b) Use appropriate safeguards to prevent the use or disclosure of PHI other than as provided for by this Agreement.
- (c) Mitigate, to the extent practicable, any harmful effect from a use or disclosure of PHI in violation of the requirements of this Agreement.
- (d) Report to the other party any use or disclosure of PHI not permitted by this Agreement.
- (e) Ensure that any agent, including a subcontractor, to whom either party provides PHI agrees to the same restrictions and conditions that apply through this Agreement.
- (f) Provide access, at the request of Covered Entity, and in the time and manner designated by Covered Entity, to PHI in a designated record set, to Covered Entity or, as directed by Covered Entity, to an individual in order to meet the requirements under 45 CFR 165.524.
- (g) Make any amendment(s) to PHI in a Designated Record Set that the Covered Entity directs or agrees to pursuant to 45 CFR 164.526 at the request of Covered Entity or an individual, and in the time and manner designated by Covered Entity.
- (h) Make internal practices, books, and records relating to the use and disclosure of PHI received from, or created or received by Business Associate on behalf of Covered Entity available to the Covered Entity, or at the request of the Covered Entity to the secretary, in a time and manner designated by the Covered Entity or the secretary, for purposes of the secretary determining Covered Entity’s compliance with the HIPAA Regulations.
- (i) Document such disclosures of PHI and information related to such disclosures as is required for Covered Entity to respond to a request by an individual for an accounting of disclosures of PHI in accordance with 45 CFR 164.528.
- (j) Provide to Covered Entity or an Individual in a time and manner designated by Covered Entity, information collected in accordance with Section (i) above, in

order to permit Covered Entity to respond to a request by an individual for an accounting of disclosures of PHI in accordance with 45 CFR 164.528.

PAYMENT

The Department agrees to make payment to the Provider for services provided consistent with this agreement in the amount of \$250 per homebound individual for administering the Covid-19 vaccination. The Provider shall submit a monthly invoice to the Department detailing, dates, addresses and confirmation of vaccination.

ASSURANCES

The Provider assures that, in accordance with Title VI of the Civil Rights Act of 1964 (42 U.S.C. 2000d et seq.), Section 504 of the Rehabilitation Act of 1973, as amended (29 U.S.C. 794), Title IX of the Education Amendment of 1972, as amended (20 U.S.C. 1681-1683 and 1685-1686), the Age Discrimination Act of 1975, as amended (42 U.S.C. 6101 et seq.), the Regulations issued there under by the U.S. Department of Health and Human Services (45 CFR Parts 80, 84, 86, and 91), the Michigan Handicapper's Civil Rights Act (1976, P.A. 220), and the Michigan Civil Rights Act 1976 P.A. 453), no individual shall, on the grounds of race, creed, age, color, national origin or ancestry, religion, sex, marital status, or handicap, be excluded from participation, be denied the benefits of, or be otherwise subjected to discrimination under any program or activity provided by this Provider.

LIABILITY

1. All liability to third parties, loss or damage as a result of claims, demands, costs, or judgements arising out of activities, such as direct service delivery, to be carried out by the Provider in the performance of this agreement shall be the responsibility of the Provider and not the responsibility of the Department, if the liability, loss or damage is caused by, or arises out of, the actions or failure to act on the part of the Provider, any subcontractor, anyone directly or indirectly employed by the Provider, provided that nothing herein shall be construed as a waiver of any governmental immunity that has been provided to the Provider or its employees by statute or court decisions.
2. All liability to third parties, loss or damage as result of claims, demands, costs, or judgements arising out of activities, to be carried out by the Department in the performance of this agreement shall be the responsibility of the Department and not the responsibility of the Provider, if the liability, loss or damage is caused by, or arises out of, the actions or failure to act on the part of any Department employee or agent, provided that nothing herein shall be construed as a waiver of any governmental immunity of the Department, its agents or employees as provided by statute or court decisions.
3. The responsibilities of the Provider and the Department under this section shall include the sum of damages, costs and expenses which are in excess of any sums paid out by the insurance coverage obtained and/or maintained by the Provider and Department.

INDEPENDENT CONTRACTOR

1. It is expressly understood and agreed that the Provider is an independent contractor. The Provider shall in no way be deemed to be and shall not hold themselves out as employees or agents of the Department. The Department will not provide fringe benefits, including health



MEMORANDUM

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

DATE: June 7, 2021
TO: City Council
FROM: Ryan E. Suchanek, Director of Public Services & Utilities
SUBJECT: 2021 Sidewalk Program Bid Award

RECOMMENDATION:

Award of sidewalk restoration services to KMI Road Maintenance, LLC of Burton, Michigan, for the 2021 Sidewalk Program in the amount of \$80,244.00

BACKGROUND:

Bids were received on June 1, 2021 for the 2021 Sidewalk Program. This work is necessary to replace sections of sidewalk on various streets in the City that have become misaligned, deteriorated, or damaged. Two (2) bids were received as follows:

- KMI Road Maintenance of Burton, MI in the amount of \$80,244.00
- Seifert Concrete of Ithaca, MI in the amount of \$97,850.00

FISCAL IMPACTS:

Funds for this work are to be charged to the Major and Local Street Maintenance Funds, Account Nos. 203-463-818.000 and 202-463-818.000 in the amount of \$80,244.00, plus additional restoration and replacement services required during the calendar year in the amount of \$20,000.00 for a total of \$100,244.00.

Attachment: (1) Resolution
(2) Project Map
(3) Bid Tab

RESOLUTION NO.

**AUTHORIZING THE AWARD OF THE 2021 SIDEWALK PROGRAM
TO KMI ROAD MAINTENANCE, LLC OF BURTON, MICHIGAN**

WHEREAS, the city of Owosso, Shiawassee County, Michigan, has determined sections of the sidewalk on various streets in the City have become misaligned, deteriorated, or damaged thus replacement is advisable, necessary, and in the public's best interest; and

WHEREAS, the city of Owosso sought bids for the replacement of these sections of sidewalk as part of the 2021 Sidewalk Program, and the low responsive and responsible bid was received from KMI Road Maintenance, LLC in the amount of \$80,244.00; and

WHEREAS, KMI Road Maintenance, LLC is hereby determined to be qualified to provide such services.

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's best interest to employ KMI Road Maintenance, LLC to replace sections of damaged or misaligned sidewalk as part of the 2021 Sidewalk Program.
- SECOND: The mayor and city clerk are instructed and authorized to sign the necessary documents to execute the services contract with KMI Road Maintenance, LLC in the amount of \$80,244.00 plus additional restoration and replacement services required as contingency during the calendar year, in the amount of \$20,000.00, for a total of \$100,244.00.
- THIRD: The accounts payable department is authorized to pay KMI Road Maintenance, LLC for work satisfactorily completed on the project up to the initial contact amount of \$80,244.00 plus contingency in the amount of \$20,000.00 for a total of \$100,244.00.
- FOURTH: The above expenses shall be paid from the Major and Local Street Maintenance Funds accounts 203-463-818.000 and 202-463-818.000.

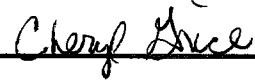
CITY OF OWOSSO BID TABULATION SHEET

DATE 6/1/2021
 DEPT. Engineering

SUBJECT: 2021 SIDEWALK PROGRAM

				Engineer's Estimate		KMI Road Maintenance LLC 4153 Jimbo Drive Burton, MI 48529		Seifert Concrete LLC 5951 S. State Road Ithaca, MI 48847	
ITEM #	DESCRIPTION	EST. QTY	UNIT	UNIT PRICE	TOTAL	UNIT PRICE	TOTAL	UNIT PRICE	TOTAL
1	4" SIDEWALK REMOVAL & REPLACEMENT	9,600	SFT	\$ 6.00	\$ 57,600.00	5.50	\$ 52,800.00	\$ 6.50	\$ 62,400.00
2	6" SIDEWALK REMOVAL & REPLACEMENT	1,900	SFT	\$ 7.00	\$ 13,300.00	6.50	\$ 12,350.00	\$ 7.50	\$ 14,250.00
3	LAWN RESTORATION	9,800	SFT	\$ 1.00	\$ 9,800.00	0.53	\$ 5,194.00	\$ 1.25	\$ 12,250.00
4	SAW CUT	2,050	FT	\$ 2.00	\$ 4,100.00	1.50	\$ 3,075.00	\$ 1.50	\$ 3,075.00
5	CURB REMOVAL & REPLACEMENT	100	FT	\$ 30.00	\$ 3,000.00	37.00	\$ 3,700.00	\$ 10.00	\$ 1,000.00
6	7" SIDEWALK RAMP REMOVAL AND REPLACEMENT	250	SFT	\$ 8.00	\$ 2,000.00	7.50	\$ 1,875.00	\$ 9.50	\$ 2,375.00
7	DETECTABLE WARNING SURFACE, MODIFIED	25	FT	\$ 100.00	\$ 2,500.00	50.00	\$ 1,250.00	\$ 100.00	\$ 2,500.00
TOTAL BID					\$ 92,300.00		\$ 80,244.00		\$ 97,850.00

DEPT. HEAD: 

PURCH. AGENT: 

STAFF REC.: KMI Road Maintenance LLC

GENERAL LIABILITY INSURANCE
 EXPIRATION DATE: 12/28/2021

WORKERS COMPENSATION INSURANCE
 EXPIRATION DATE: 12/28/2021

SOLE PROPRIETORSHIP
 EXPIRATION DATE: N/A

AWARDED: _____

COUNCIL APPROVED: _____

PO NUMBER: _____

EXHIBIT A

Contract for Services Between

The City of Owosso

and

Kmi Road Maintenance, Llc

2021 Sidewalk Program

June 2021

CONTRACT

THIS AGREEMENT is made on June ____, 2021 between the CITY OF OWOSSO, a Michigan municipal corporation, 301 W. Main Street, Owosso, Michigan 48867 ("city") and KMI ROAD MAINTENANCE, LLC ("contractor"), a Michigan company, whose address is 4153 Jimbo Drive, Burton, Michigan 48529.

Based upon the mutual promises below, the contractor and the city agree as follows:

ARTICLE I - Scope of work

The contractor agrees to furnish all of the materials, equipment and labor necessary and to abide by all the duties and responsibilities applicable to it for the project entitled "2021 Sidewalk Program", in accordance with the requirements and provisions of the following documents, including all written modifications incorporated into any of the documents, which are incorporated as part of this contract:

- Bid documents
- Bid proposal
- Contract and exhibits
- Bonds
- General conditions
- Standard specifications
- Detailed specifications

ARTICLE II - The Contract Sum

(A) The city shall pay to the contractor for the performance of the contract, the unit prices as given in the bid forms not to exceed eighty thousand two hundred forty-four dollars (\$80,244.00), plus a contingency amount of \$20,000.00 for additional restoration and replacement services required during the calendar year. No additional work shall be performed unless a change order is issued by the city.

(B) The amount paid shall be equitably adjusted to cover changes in the work ordered by the city but not required by the contract documents where there is a written change order.

ARTICLE III – Assignment

This contract may not be assigned or subcontracted without the written consent of the city.

ARTICLE IV - Choice of law

This contract shall be construed, governed, and enforced in accordance with the laws of the state of Michigan. By executing this agreement, the contractor and the city agree to a venue in a court of appropriate jurisdiction sitting within Shiawassee County for purposes of any action arising under this contract.

Whenever possible, each provision of the contract will be interpreted in a manner as to be effective and valid under applicable law. The prohibition or invalidity, under applicable law, of any provision will not invalidate the remainder of the contract.

ARTICLE V - Relationship of the parties

The parties of the contract agree that it is not a contract of employment but is a contract to accomplish a specific result. Contractor is an independent contractor performing services for the city. Nothing contained in this contract shall be deemed to constitute any other relationship between the city and the contractor.

Contractor certifies that it has no personal or financial interest in the project other than the compensation it is to receive under the contract. Contractor certifies that it is not, and shall not become, overdue or in default to the city for any contract, debt, or any other obligation to the city

including real or personal property taxes. City shall have the right to set off any such debt against compensation awarded for services under this agreement.

ARTICLE VI – Notice

All notices given under this contract shall be in writing, and shall be by personal delivery or by certified mail with return receipt requested to the parties at their respective addresses as specified in the contract documents or other address the contractor may specify in writing.

ARTICLE VII - Indemnification

To the fullest extent permitted by law, for any loss not covered by insurance under this contract; contractor shall indemnify, defend and hold harmless the city, its officers, employees and agents harmless from all suits, claims, judgments and expenses including attorney’s fees resulting or alleged to result, in whole or in part, from any act or omission, which is in any way connected or associated with this contract, by the contractor or anyone acting on the contractor’s behalf under this contract. Contractor shall not be responsible to indemnify the city for losses or damages caused by or resulting from the city’s sole negligence.

ARTICLE VIII - Entire agreement

This contract represents the entire understanding between the city and the contractor and it supersedes all prior representations or agreements whether written or oral. Neither party has relied on any prior representations in entering into this contract. This contract may be altered, amended or modified only by written amendment signed by the city and the contractor.

FOR CONTRACTOR

By _____

Its: _____

Date: _____

THE CITY OF OWOSSO

By _____

Its: Christopher T. Eveleth, Mayor

Date:

By _____

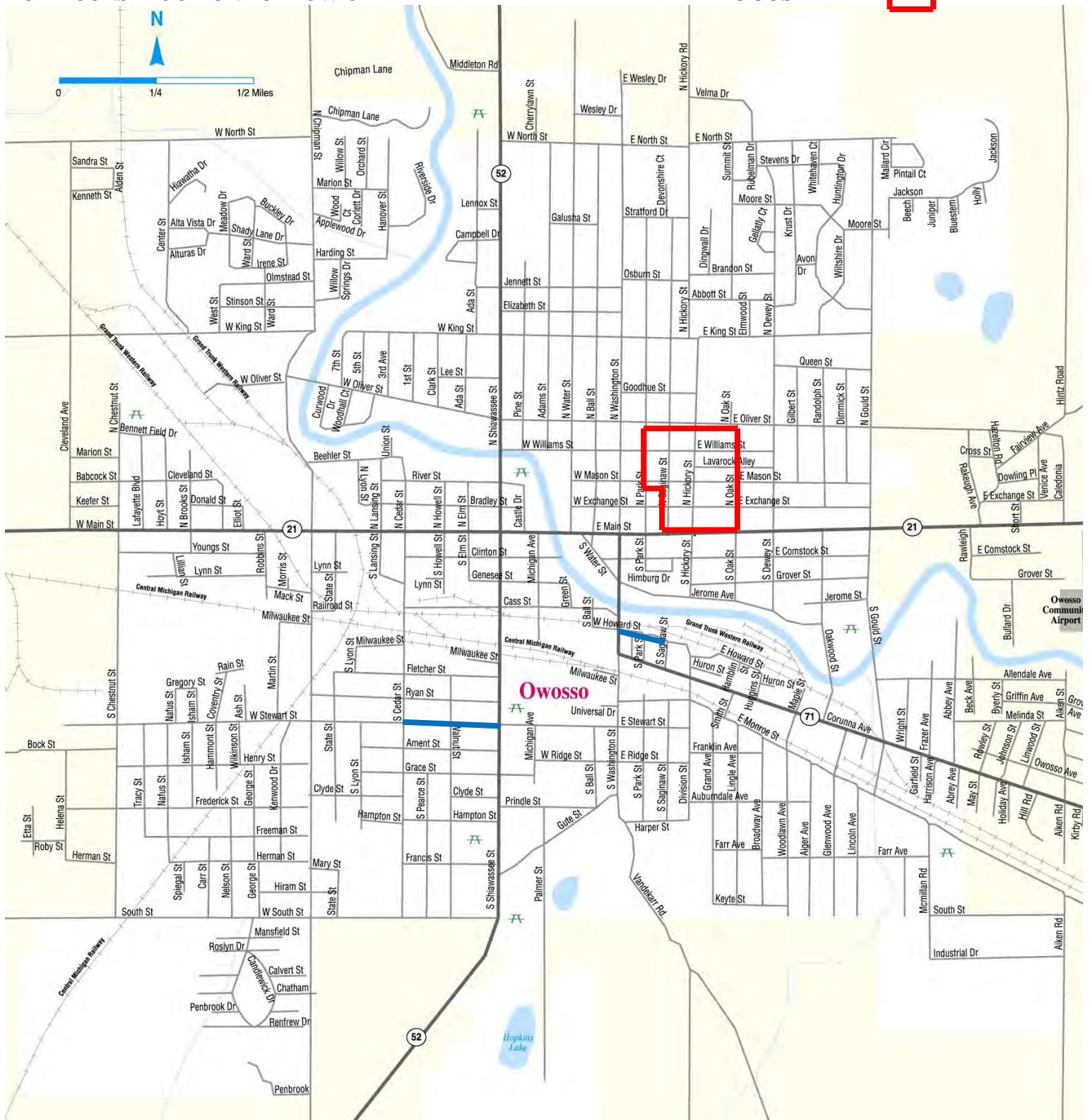
Its: Amy K. Kirkland, City Clerk

Date:

CITY OF OWOSSO 2021 SIDEWALK PROGRAM

ROAD CONSTRUCTION FOLLOW UP AREA 

FOCUS AREA 





MEMORANDUM

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

DATE: June 7, 2021

TO: Owosso City Council

FROM: Ryan Suchanek, Director of Public Services & Utilities

SUBJECT: 2021 Water Service Line Replacement Project

RECOMMENDATION:

Approval of the low responsive bid from W.T. Stevens Construction, Inc. (Flint, MI) for the 2021 Water Service Line Replacement Project in the amount of \$136,738.00.

BACKGROUND:

On May 25, 2021, the city received bids for its 2021 Water Service Line Replacement Project. This work is necessary to replace noncompliant water service lines on streets where future street rehabilitation is scheduled to occur and other locations where known noncompliant water service lines exist. One contractor bid was received, with W.T. Stevens Construction, Inc. confirmed as the low responsible bidder.

FISCAL IMPACTS:

The project is funded by the City's Water Account No. 591-552-818.000-LSLREPLACE, in the amount of \$136,738.00. Contingency funding in the amount of \$7,000.00 for additional work with prior written authorization by staff is also requested where needed.

ATTACHMENTS:

- (1) Resolution, 2021 Water Service Line Replacement Project
- (2) Bid Tabulation 2021 Water Service Line Replacement Project
- (3) 2021 Water Service Line Replacement Project Location Maps

RESOLUTION NO.

**AUTHORIZING THE EXECUTION OF A CONTRACT WITH
W.T. STEVENS CONSTRUCTION, INC. FOR
THE 2021 WATER SERVICE LINE REPLACEMENT PROJECT**

WHEREAS, the city of Owosso, Shiawassee County, Michigan, has determined that it is in the best interest of the public to replace noncompliant water service lines; and

WHEREAS, the city has sufficient funds to perform said improvements from its water funds to facilitate undertaking of the project; and

WHEREAS, the city of Owosso sought bids for the 2021 Water Service Line Replacement Project, and a bid was received from W.T. Stevens Construction, Inc. and it is hereby determined that W.T. Stevens Construction, Inc. is qualified to provide such services and that it has submitted the only responsible and responsive bid.

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

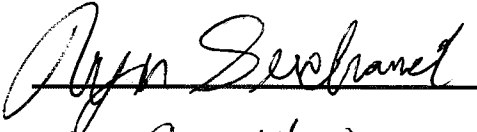

- FIRST: The City of Owosso has heretofore determined that it is advisable, necessary and in the public interest to employ W.T. Stevens Construction, Inc. for the 2021 Water Service Line Replacement Project.
- SECOND: The mayor and city clerk are instructed and authorized to sign the document attached as contract for services between the city of Owosso, Michigan and W.T. Stevens Construction, Inc.
- THIRD: The accounts payable department is authorized to pay W.T. Stevens Construction, Inc. for work satisfactorily completed on the project up to the Contract amount of \$136,738.00, plus contingency in the amount of \$7,000.00 for a total of \$143,738.00.
- FOURTH: The above expenses shall be paid from the water account no. 591-552-818.000-LSLREPLACE.

CITY OF OWOSSO BID TABULATION SHEET

DATE 5/25/2021
 DEPT. Engineering

SUBJECT: 2021 Water Service Line Replacement Project

Engineer's Estimate					W T Stevens Construction, Inc. 2712 N Saginaw St., Suite 207 Flint, MI 48505 810-449-4418			N/A	
ITEM #	DESCRIPTION	EST. QTY	UNIT	UNIT PRICE	TOTAL	UNIT PRICE	TOTAL	UNIT PRICE	TOTAL
1	Water Service, Case 1, __ inch, Curb Stop to Water Meter	190	FT	\$ 60.00	\$ 11,400.00	116.00	\$ 22,040.00		\$ -
2	Water Service, Case 2, __ inch, Main to Curb Stop	350	FT	\$ 65.00	\$ 22,750.00	118.00	\$ 41,300.00		\$ -
3	Water Service, Case 3, __ inch, Main to Meter	230	FT	\$ 55.00	\$ 12,650.00	55.00	\$ 12,650.00		\$ -
4	Failed Attempt, Cable Method	8	EA	\$ 1,000.00	\$ 8,000.00	850.00	\$ 6,800.00		\$ -
5	Failed Attempt, Boring Method	8	EA	\$ 1,000.00	\$ 8,000.00	700.00	\$ 5,600.00		\$ -
6	Water Meter Pit, Rem	8	EA	\$ 500.00	\$ 4,000.00	500.00	\$ 4,000.00		\$ -
7	Supply & Install Meter Pit, Complete	8	EA	\$ 1,000.00	\$ 8,000.00	800.00	\$ 6,400.00		\$ -
8	Sidewalk, Rem	70	SYD	\$ 15.00	\$ 1,050.00	9.90	\$ 693.00		\$ -
9	HMA, Rem	210	SYD	\$ 15.00	\$ 3,150.00	11.25	\$ 2,362.50		\$ -
10	Curb and Gutter, Rem	100	FT	\$ 10.00	\$ 1,000.00	4.00	\$ 400.00		\$ -
11	Sidewalk, Conc, 4 inch, Modified	475	SFT	\$ 7.00	\$ 3,325.00	6.50	\$ 3,087.50		\$ -
12	Sidewalk, Conc, 6 inch, Modified	155	SFT	\$ 10.00	\$ 1,550.00	10.00	\$ 1,550.00		\$ -
13	Curb and Gutter, Conc, Det F4	100	FT	\$ 25.00	\$ 2,500.00	34.00	\$ 3,400.00		\$ -
14	Driveway, Nonreinf Conc, 6 inch	20	SYD	\$ 50.00	\$ 1,000.00	64.00	\$ 1,280.00		\$ -
15	HMA, Repair	95	TON	\$ 250.00	\$ 23,750.00	125.00	\$ 11,875.00		\$ -
16	Subgrade Undercutting, Type II, Modified	50	CYD	\$ 30.00	\$ 1,500.00	10.00	\$ 500.00		\$ -
17	Water Main Tap	8	EA	\$ 1,500.00	\$ 12,000.00	1,600.00	\$ 12,800.00		\$ -
TOTAL BID					\$ 125,625.00		\$ 136,738.00		\$ -

DEPT. HEAD: 
 PURCH. AGENT: 
 STAFF REC.: WT Stevens Construction, Inc.

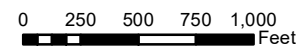
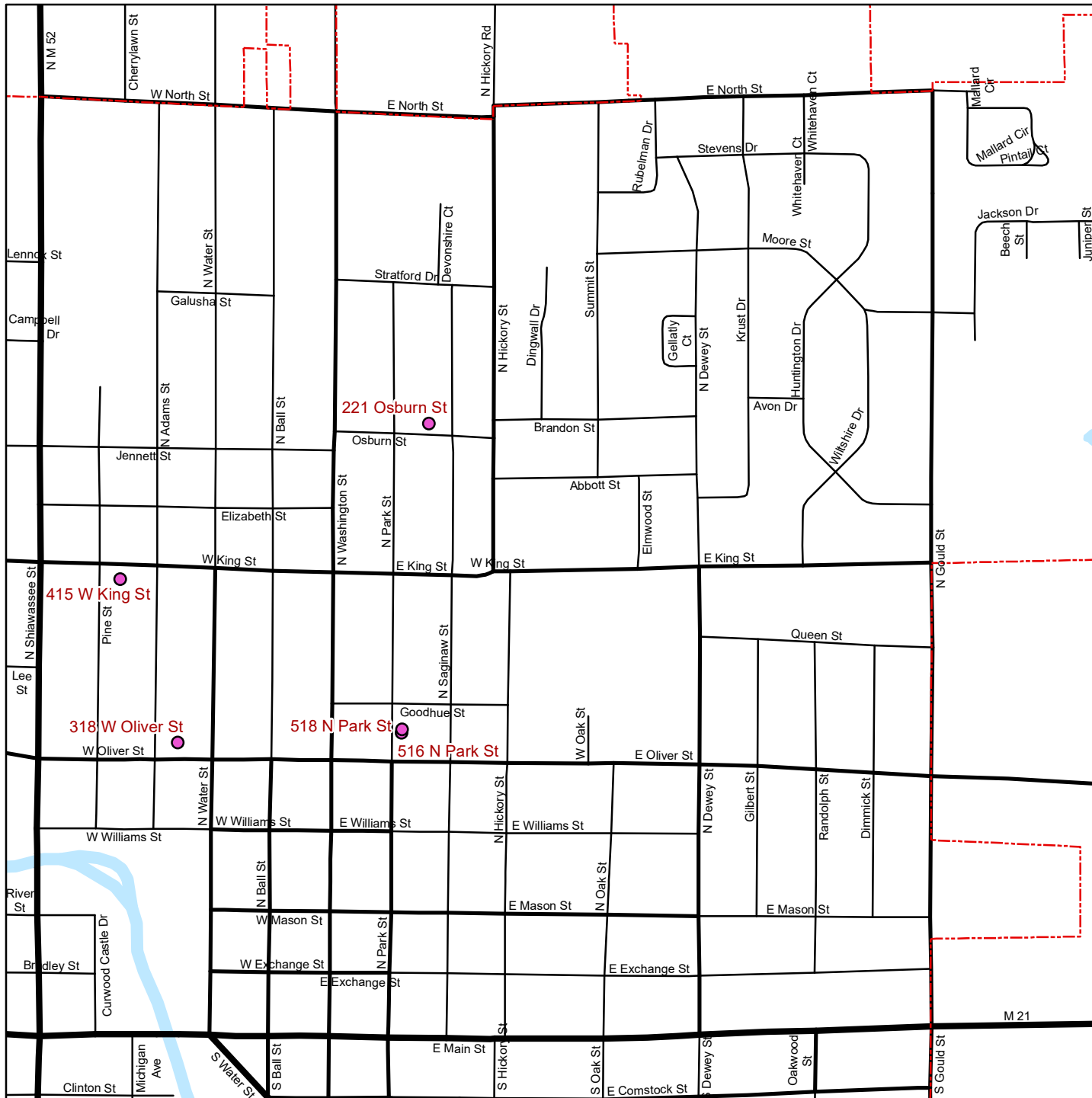
GENERAL LIABILITY INSURANCE
 EXPIRATION DATE: 9/9/2021
 WORKERS COMPENSATION INSURANCE
 EXPIRATION DATE: 4/30/2022
 SOLE PROPRIETORSHIP
 EXPIRATION DATE: _____

AWARDED: _____
 COUNCIL APPROVED: _____
 PO NUMBER: _____

City of Owosso

2021 Water Service Line Replacements

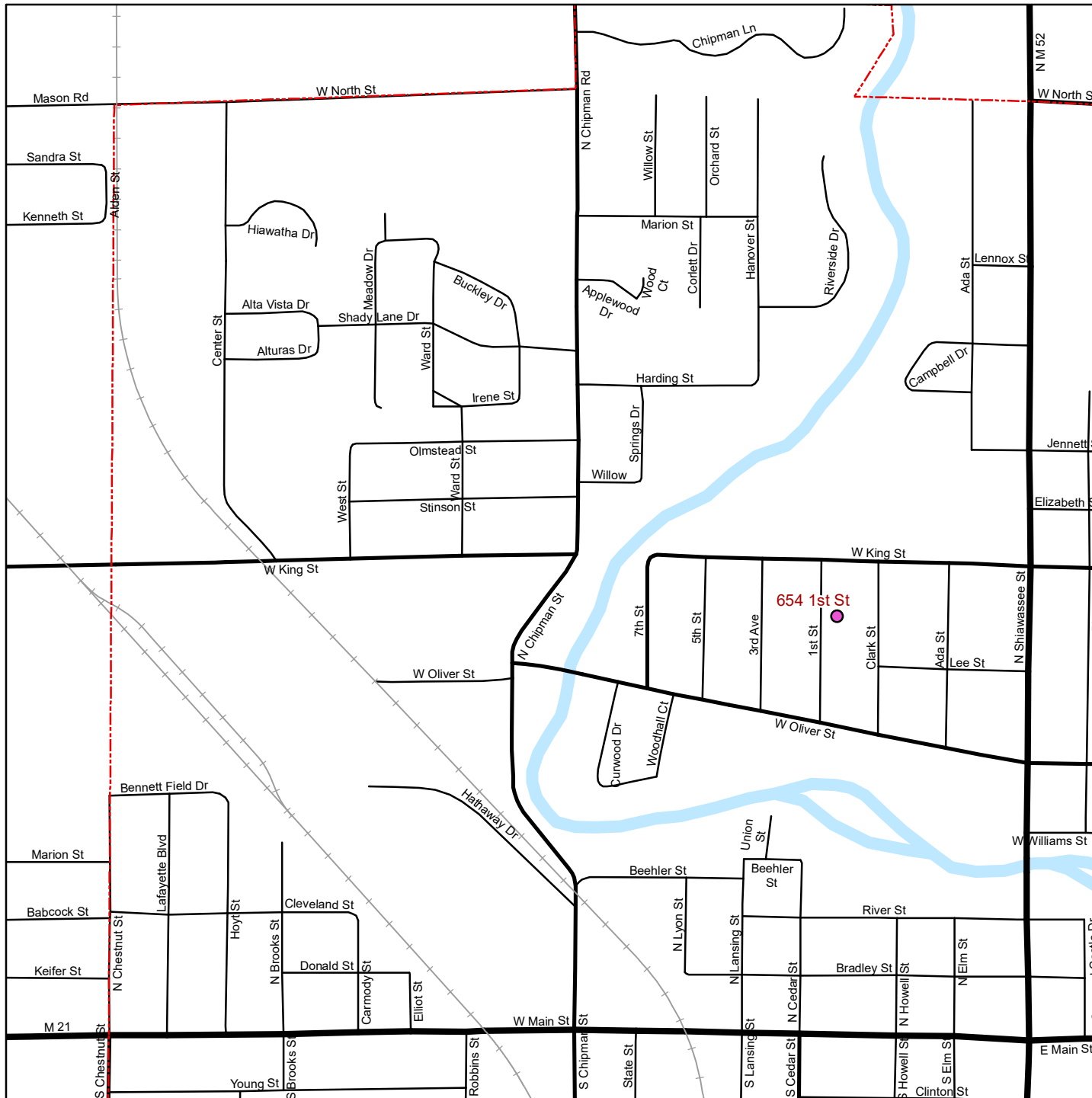
NE Quadrant



City of Owosso

2021 Water Service Line Replacements

NW Quadrant



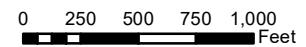
Replacement Locations

Case Type

- 1: Curb Stop to Water Meter
- 2: Water Main to Curb Stop
- 3: Water Major to Water Meter

Other Features

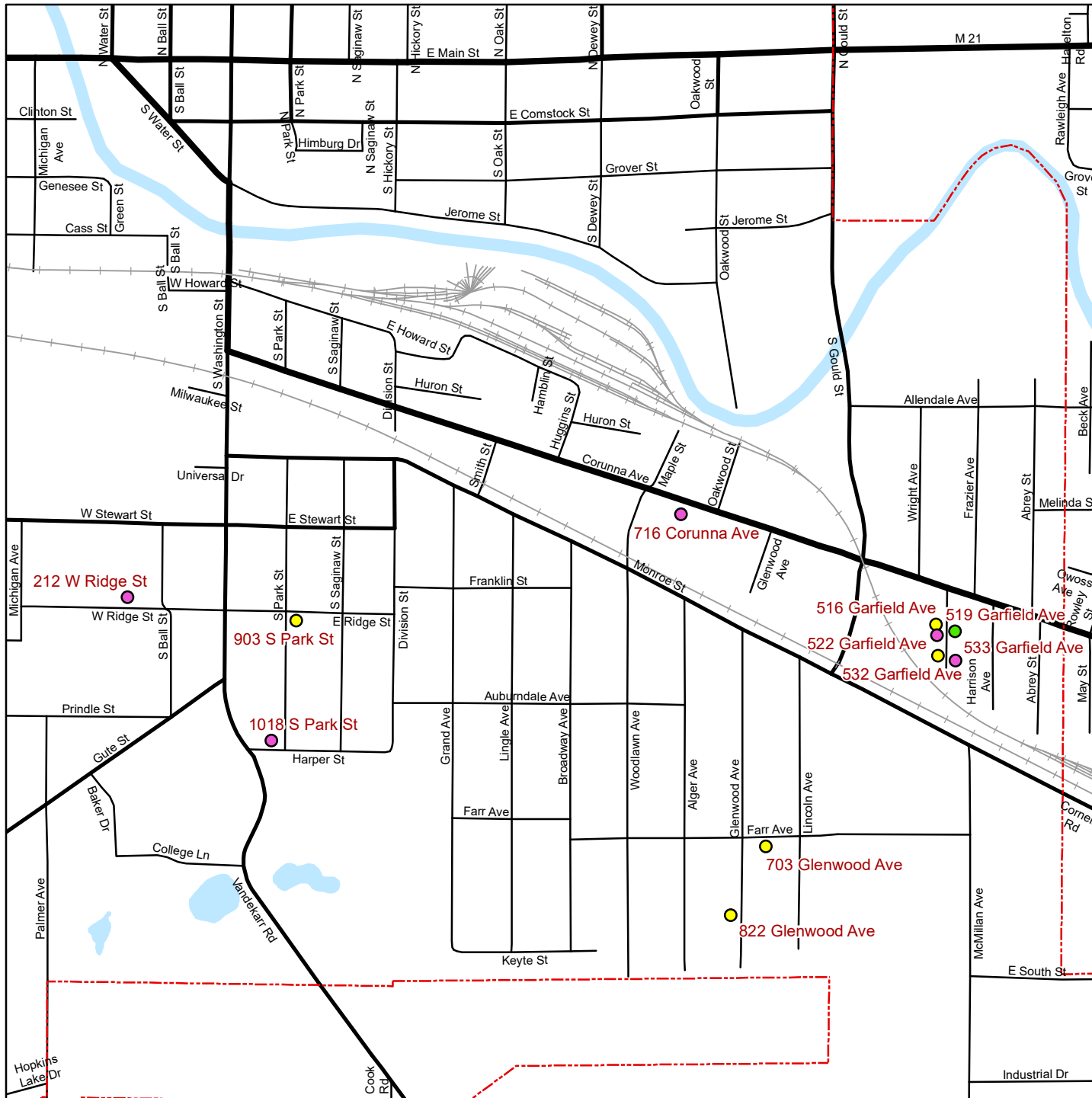
- - - City Limit
- +—+—+— Railroads
- Lakes and River



City of Owosso

2021 Water Service Line Replacements

SE Quadrant



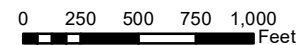
Replacement Locations

Case Type

- 1: Curb Stop to Water Meter
- 2: Water Main to Curb Stop
- 3: Water Main to Water Meter

Other Features

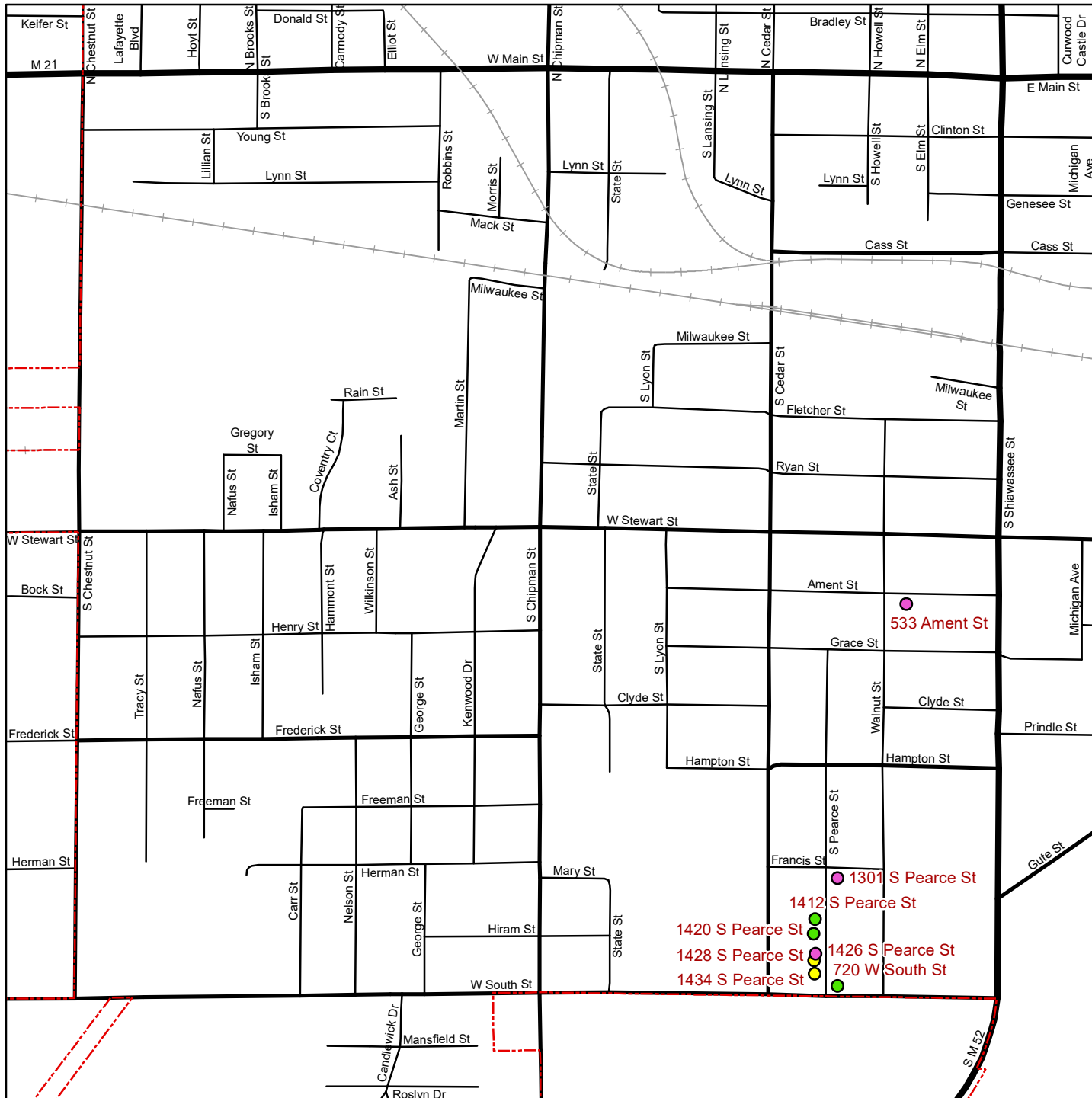
- City Limit
- Railroads
- Lakes and River



City of Owosso

2021 Water Service Line Replacements

SW Quadrant



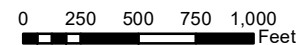
Replacement Locations

Case Type

- 1: Curb Stop to Water Meter
- 2: Water Main to Curb Stop
- 3: Water Main to Water Meter

Other Features

- - - City Limit
- +— Railroads
- Lakes and River



CHECK REGISTER FOR CITY OF OWOSSO
CHECK DATE FROM 05/01/2021 - 05/31/2021

Check Date	Check	Vendor Name	Description	Amount
Bank 1 GENERAL FUND (POOLED CASH)				
05/04/2021	133763	ELLIS DALE	VOID	\$ -
05/04/2021	133764	LOUCHART DALE	OVERPAYMENT	\$ 251.18
05/04/2021	133765	1017 MAIN, LLC	BD Payment Refund	\$ 1,066.00
05/04/2021	133766	AFLAC	MAY 2021-AFLAC PREMIUM	\$ 732.34
05/04/2021	133767	AGNEW GRAPHICS	INSTALL GRAPHICS AFTER ACCIDENT-OPD #06	\$ 295.00
05/04/2021	133768	H K ALLEN PAPER CO	SUPPLIES	\$ 519.00
05/04/2021	133769	BARTZ EXCAVATING	REFUND	\$ 30.00
05/04/2021	133770	ARMSTRONG ALEXUS	UB refund for account: 1752500017	\$ 60.59
05/04/2021	133771	M & S REAL PROPERTIES	UB refund for account: 5072570005	\$ 173.22
05/04/2021	133772	PUCKETT ANDREW	UB refund for account: 2571560046	\$ 157.82
05/04/2021	133773	HILLIKER RACHEAL	UB refund for account: 5826070002	\$ 89.20
05/04/2021	133774	MICHIGAN TANK & EQUIPMENT	UB refund for account: 4288650002	\$ 178.30
05/04/2021	133775	PERRY RICHARD	UB refund for account: 1413000021	\$ 119.21
05/04/2021	133776	NEWMAN SCOTT	UB refund for account: 1160500001	\$ 5.71
05/04/2021	133777	SCHNELLER CHELSEA	UB refund for account: 3261570010	\$ 74.78
05/04/2021	133778	NOHEL CHRISTOPHER	UB refund for account: 5513570006	\$ 249.23
05/04/2021	133779	RIDER STEPHEN	UB refund for account: 5590570005	\$ 210.78
05/04/2021	133780	CALEDONIA CHARTER TOWNSHIP	PAYMENT PER WATER DISTRICT AGREEMENT	\$ 34,818.17
05/04/2021	133781	CHAPTER 13 TRUSTEE AT FLINT	PAYROLL DEDUCTION	\$ 115.40
05/04/2021	133782	COFFIELD OIL COMPANY INC	EMERGENCY FUEL FOR JUMBOS FIRE	\$ 304.02
05/04/2021	133783	JUDY ELAINE CRAIG	COURIER SERVICE	\$ 189.00
05/04/2021	133784	DELTA DENTAL PLAN OF MICHIGAN INC	MAY 2021 DENTAL INSURANCE PREMIUM	\$ 4,077.22
05/04/2021	133785	EDWARD VANSTRATE & SON PLUMBING	REPAIR	\$ 325.00
05/04/2021	133786	FREDRICKSON SUPPLY	PARTS	\$ 300.13
05/04/2021	133787	GILBERT, CHARLES F	BD Payment Refund	\$ 857.00
05/04/2021	133788	HIGHLAND PARK NORTH LLC	BD Payment Refund	\$ 564.50
05/04/2021	133789	HOME DEPOT CREDIT SERVICES	SUPPLIES/MATERIALS	\$ 704.72
05/04/2021	133790	INDUSTRIAL SUPPLY OF OWOSSO INC	PARTS/SUPPLIES	\$ 24.70
05/04/2021	133791	MONICA JAMROCH	WATER SERVICE LINE REPLACEMENT REIMBURSEMENT	\$ 1,600.00
05/04/2021	133792	CHARLES KINCAID SR	PARKING ENFORCEMENT	\$ 39.77
05/04/2021	133793	LEXISNEXIS RISK COPLOGIC SOLUTIONS	ANNUAL SUPPORT/MAINT-3/01/21-2/28/22	\$ 858.60
05/04/2021	133794	MCLAREN RENTALS, INC.	EQUIPMENT RENTAL/PROPANE	\$ 117.80
05/04/2021	133795	MICHIGAN ASSOCIATION OF CHIEFS OF POLICE	MEMBERSHIP- KEVIN LENKART-PE 4/30/22	\$ 115.00
05/04/2021	133796	MICHIGAN CONCRETE SOLUTIONS LLC	AMPHITHEATER REPAIR	\$ 1,800.00
05/04/2021	133797	MICHIGAN MUNICIPAL LEAGUE	UNEMPLOYMENT COMPENSATION	\$ 3,239.86
05/04/2021	133798	MICHIGAN SECTION, AWWA	SPRING REGIONAL MEETING-MARK MITCHELL	\$ 120.00
05/04/2021	133799	MID MICHIGAN CHIEFS OF POLICE ASSO	MEMBERSHIP-KEVIN LENKART	\$ 25.00

05/04/2021	133800	MISDU	PAYROLL DEDUCTIONS	\$	1,287.59
05/04/2021	133801	MONCHILOV SEWER SERVICE LLC	PATCHES ON N GOULD ST	\$	3,500.00
05/04/2021	133802	NORTH AMERICAN OVERHEAD DOOR INC	DOOR REPAIR	\$	1,060.00
05/04/2021	133803	NOVA-TECH INTERNATIONAL INC	PUMP	\$	713.41
05/04/2021	133804	OFFICESUPPLY.COM	SUPPLIES	\$	140.14
05/04/2021	133805	OWOSSO MASTER TENANT	DEVELOPER REIMBURSEMENT	\$	68,733.83
05/04/2021	133806	OWOSSO PUBLIC SCHOOLS	LAND BANK PARCEL PAYMENT	\$	4.20
05/04/2021	133807	POWERDMS INC	SOFTWARE	\$	1,928.83
05/04/2021	133808	RICOH USA	MAINTENANCE/SUPPLIES	\$	1,054.16
05/04/2021	133809	SHIAWASSEE FAMILY YMCA	PAYROLL DEDUCTIONS	\$	113.90
05/04/2021	133810	SMITH CAROL ANNE	REIMBURSEMENT	\$	73.65
05/04/2021	133811	SPENCE BROTHERS CONSTRUCTION	BD Payment Refund	\$	121.50
05/04/2021	133812	STANDARD INSURANCE COMPANY	GROUP LIFE INSURANCE	\$	5,513.12
05/04/2021	133813	STASH VENTURES LLC	BD Payment Refund	\$	188.00
05/04/2021	133814	STATE OF MICHIGAN-UNCLAIMED PROP	2021 UNCLAIMED PROPERTY REPORT	\$	8,921.58
05/04/2021	133815	SUNNYSIDE FLORIST	FUNERAL FLOWERS-PAID BY EMPLOYEE DONATIONS	\$	50.00
05/04/2021	133816	THE REYNOLDS COMPANY	PARTS	\$	108.00
05/04/2021	133817	TRACTOR SUPPLY COMPANY	GRASS SEED TO RESEED SPLASH PAD	\$	69.99
05/04/2021	133818	WAKELAND OIL COMPANY	OPD CAR WASHES-1/1/21-3/31/21	\$	346.00
05/04/2021	6635(A)	ALS LABORATORY GROUP	WASTEWATER ANALYSES	\$	160.00
05/04/2021	6636(A)	THE BANK OF NEW YORK MELLON	REISSUE OF PAYING AGENT FEE	\$	250.00
05/04/2021	6637(A)	BODMAN PLC	PROFESSIONAL SERVICES	\$	61.25
05/04/2021	6638(A)	BOUND TREE MEDICAL LLC	AMBULANCE MEDICAL SUPPLIES	\$	1,395.17
05/04/2021	6639(A)	C D W GOVERNMENT, INC.	VERITAS ESSENTIAL SUPPORT-5/16/21-5/15/2	\$	770.00
05/04/2021	6640(A)	CAPITAL CONSULTANTS	ENGINEERING SERVICES	\$	8,192.70
05/04/2021	6641(A)	COBAN TECHNOLOGIES INC	EQUIPMENT REPAIR	\$	554.18
05/04/2021	6642(A)	COMMUNITY IMAGE BUILDERS	PLANNING SERVICES	\$	1,309.00
05/04/2021	6643(A)	D & G EQUIPMENT INC	PARTS	\$	1,543.85
05/04/2021	6644(A)	ENLOW ENVIRO LLC	SUPPLIES	\$	582.40
05/04/2021	6645(A)	FASTENAL COMPANY	PARTS	\$	69.50
05/04/2021	6646(A)	FLEIS & VANDENBRINK ENGINEERING INC	ENGINEERING SERVICES	\$	6,300.00
05/04/2021	6647(A)	FRONT LINE SERVICES INC	REPAIR TO TOWER 1	\$	484.75
05/04/2021	6648(A)	GILBERT'S DO IT BEST HARDWARE & APPLIANCE	SUPPLIES	\$	555.01
05/04/2021	6649(A)	GOULD LAW PC	PROFESSIONAL SERVICES	\$	10,294.96
05/04/2021	6650(A)	GOYETTE MECHANICAL	MAR 2021-BOILER IN PUBLIC SAFETY BUILDING	\$	172.28
05/04/2021	6651(A)	GRAINGER INC	LAB SUPPLIES	\$	303.45
05/04/2021	6652(A)	GRAND RIVER CONSTRUCTION INC	WASTEWATER TREATMENT PLANT HEADWORKS IMPROVEMENTS	\$	389,382.15
05/04/2021	6653(A)	GRAYMONT WESTERN LIME INC	BULK PEBBLE QUICK LIME	\$	6,620.84
05/04/2021	6654(A)	INTERSTATE BILLING SERVICE INC	PARTS	\$	1,453.63
05/04/2021	6655(A)	JERRYS TIRE & AUTO SERVICE INC	TIRE REPAIR	\$	85.00
05/04/2021	6656(A)	MCGUIRK SAND-GRAVEL INC	2020 STREET PROGRAM	\$	3,006.25
05/04/2021	6657(A)	MCAUGHTON-MCKAY ELECTRIC COMPANY	PARTS	\$	167.40
05/04/2021	6658(A)	MERIT LABORATORIES INC	WATER TESTING	\$	630.00

05/04/2021	6659(A)	MEYER ELECTRIC INC	ELECTRICAL WORK AT THE WWTP	\$	1,850.00
05/04/2021	6660(A)	MICH BUSINESS POWERED BY MDPA	MAY 2021-COBRA ADMIN FEE	\$	50.00
05/04/2021	6661(A)	NATIONAL VISION ADMINISTRATORS LLC	MAY 2021-VISION INSURANCE PREMIUM	\$	630.36
05/04/2021	6662(A)	NCL OF WISCONSIN INC	LAB SUPPLIES	\$	118.86
05/04/2021	6663(A)	ORCHARD HILTZ & MCCLIMENT INC	ENGINEERING SERVICES	\$	21,944.50
05/04/2021	6664(A)	OWOSSO CHARTER TOWNSHIP	PAYMENT PER THE 2011 WATER AGREEMENT	\$	16,316.62
05/04/2021	6665(A)	PACE ANALYTICAL SERVICES INC	WASTEWATER ANALYSES	\$	275.00
05/04/2021	6666(A)	PAXXO (USA) INC	SUPPLIES	\$	794.98
05/04/2021	6667(A)	PHP INSURANCE COMPANY	MAY 2021-RETIREEES HEALTH INSURANCE PREMIUM	\$	1,070.31
05/04/2021	6668(A)	PHP INSURANCE COMPANY	MAY 2021-HEALTH INSURANCE PREMIUM	\$	93,205.44
05/04/2021	6669(A)	PVS NOLWOOD CHEMICALS INC	SODIUM METABISULFITE	\$	1,572.68
05/04/2021	6670(A)	PVS TECHNOLOGIES, INC.	FERRIC CHLORIDE	\$	5,085.13
05/04/2021	6671(A)	QUADIANT FINANCE USA INC	POSTAGE	\$	2,000.00
05/04/2021	6672(A)	QUADIANT INC	MAINT FOLDING MACHINE-5/17/21-5/16/22	\$	1,179.72
05/04/2021	6673(A)	STAPLES BUSINESS CREDIT	SUPPLIES	\$	1,087.68
05/04/2021	6674(A)	SUMMIT COMPANIES	FIRE EXTINGUISHER REFILL/REPAIR	\$	155.00
05/04/2021	6675(A)	TELEFLEX LLC	AMBULANCE MEDICAL SUPPLIES	\$	1,215.50
05/04/2021	6676(A)	UNITED PARCEL SERVICE	SHIPPING	\$	29.15
05/04/2021	6677(A)	VERIZON WIRELESS	MODEM FEES-3/11/21-4/10/21	\$	635.30
05/04/2021	6678(A)	WASTE MANAGEMENT OF MICHIGAN INC	LANDFILL DISPOSAL CHARGES	\$	10,007.74
05/04/2021	6679(A)	WEB ASCENDER	WEBSITE HOSTING-APRIL-MAY-JUNE-2021	\$	217.50
05/04/2021	6680(A)	WESTECH ENGINEERING INC	PARTS	\$	1,478.10
05/14/2021	133819	URICK GERALD	REFUND	\$	350.00
05/14/2021	133820	H K ALLEN PAPER CO	SUPPLIES	\$	326.00
05/14/2021	133821	CHAPTER 13 TRUSTEE AT FLINT	PAYROLL DEDUCTION	\$	115.40
05/14/2021	133822	D & D TRUCK & TRAILER PARTS	PARTS	\$	267.97
05/14/2021	133823	DAYSTARR COMMUNICATIONS	JUNE 2021-PHONE AND BROAD INTERNET SERVICE	\$	1,122.45
05/14/2021	133824	DEISLER OUTDOOR POWER EQUIPMENT	PARTS	\$	17.97
05/14/2021	133825	DURAND AUTO PARTS	SUPPLIES	\$	67.32
05/14/2021	133826	THE FEIGNER CO INC	FLOATING DOCK FOR HOPKINS LAKE	\$	28,130.18
05/14/2021	133827	FIRST BANKCARD	MCAO TRAINING FOR MARY JO CALKINS	\$	1,010.00
05/14/2021	133828	H2O COMPLIANCE SERVICES INC	APRIL 21-INSPECTION SERVICES FOR CROSS CONECTION PROGRAM	\$	731.25
05/14/2021	133829	CHARLES KINCAID SR	PARKING ENFORCEMENT	\$	83.15
05/14/2021	133830	LAMPHERE'S	FIRE DEPARTMENT KITCHEN REPAIR	\$	1,015.69
05/14/2021	133831	MISDU	PAYROLL DEDUCTIONS	\$	1,287.59
05/14/2021	133832	OWOSSO BOLT & BRASS CO	PARTS	\$	211.18
05/14/2021	133833	OWOSSO PUBLIC SCHOOLS	DELINQUENT PERSONAL PROPERTY DISBURSEMENT	\$	304.01
05/14/2021	133834	PROFESSIONAL ANSWERING SERVICES	MAY 2021-ANSWERING SERVICE	\$	75.00
05/14/2021	133835	R & D SEPTIC TANK CLEANING LLC	PORTABLE SANITATION SERVICES	\$	1,350.00
05/14/2021	133836	ROWLEYS WHOLESALE	SUPPLIES	\$	656.73
05/14/2021	133837	SHERWIN INDUSTRIES INC	ROADSAVER 221 CRACK SEALING MATERIAL	\$	8,319.25
05/14/2021	133838	SHIAWASSEE COUNTY BUILDING DEPARTMENT	RETAINING WALL PERMIT	\$	178.00
05/14/2021	133839	SHIAWASSEE COUNTY TREASURER	MOBILE HOME TAX DISBURSEMENT	\$	385.00

05/14/2021	133840	SHIAWASSEE COUNTY TREASURER	DELINQUENT PERSONAL PROPERTY TAX	\$	509.13
05/14/2021	133841	STATE OF MICHIGAN	FLAGS (8)	\$	345.20
05/14/2021	133842	STATE OF MICHIGAN	SEX OFFENDER REGISTRATION FEES	\$	180.00
05/14/2021	133843	STATE OF MICHIGAN	OPRA AND CFT DUE	\$	1,235.14
05/14/2021	133844	VALLEY LUMBER	MATERIALS	\$	2,204.72
05/14/2021	133845	WIN'S ELECTRICAL SUPPLY OF OWOSSO	SUPPLIES	\$	153.01
05/14/2021	133846	FIRST BANKCARD	ZOOM SERVICE	\$	15.89
05/14/2021	6(S)	FIRST BANKCARD	VOID	\$	-
05/14/2021	6681(A)	ABSOPURE WATER COMPANY LLC	WATER FOR LAB USE.	\$	106.00
05/14/2021	6682(A)	THE ACCUMED GROUP	APRIL 2021-AMBULANCE BILLING SERVICES	\$	4,975.71
05/14/2021	6683(A)	AMAZON CAPITAL SERVICES	SUPPLIES	\$	675.01
05/14/2021	6684(A)	THE ARGUS-PRESS	PRINTING SERVICES	\$	530.49
05/14/2021	6685(A)	B S & A SOFTWARE	ANNUAL SERVICE/SUPPORT-5/1/21-5/1/22	\$	8,831.00
05/14/2021	6686(A)	BOUND TREE MEDICAL LLC	AMBULANCE MEDICAL SUPPLIES	\$	56.97
05/14/2021	6687(A)	C M P DISTRIBUTORS INC	AMMO	\$	208.30
05/14/2021	6688(A)	CONSUMERS ENERGY	GAS/ELECTRIC SERVICE	\$	60,290.95
05/14/2021	6689(A)	VOID		\$	-
05/14/2021	6690(A)	DALTON ELEVATOR LLC	CYLINDER RENT/SUPPLIES	\$	493.75
05/14/2021	6691(A)	DORNBOS SIGN INC	POSTS FOR DISK GOLF (40)	\$	380.00
05/14/2021	6692(A)	EMPLOYEE BENEFIT CONCEPTS INC	MAY 2021-FSA ADMIN FEE	\$	115.50
05/14/2021	6693(A)	ETNA SUPPLY COMPANY	WATER INVENTORY	\$	744.00
05/14/2021	6694(A)	FAMILY FARM & HOME	SUPPLIES	\$	9.99
05/14/2021	6695(A)	FASTENAL COMPANY	PARTS	\$	580.35
05/14/2021	6696(A)	FISHER SCIENTIFIC CO.	LAB SUPPLIES	\$	394.20
05/14/2021	6697(A)	FRONT LINE SERVICES INC	FITTINGS	\$	22.40
05/14/2021	6698(A)	GILBERT'S DO IT BEST HARDWARE & APPLIANCE	SUPPLIES	\$	358.86
05/14/2021	6699(A)	GOULD LAW PC	PROFESSIONAL SERVICES	\$	9,051.64
05/14/2021	6700(A)	GOYETTE MECHANICAL	MAINTENANCE ON BOILER IN PUBLIC SAFETY BUILDING	\$	172.28
05/14/2021	6701(A)	GRAINGER INC	PARTS	\$	343.10
05/14/2021	6702(A)	GRAYMONT WESTERN LIME INC	BULK PEBBLE QUICK LIME	\$	7,131.68
05/14/2021	6703(A)	HACH COMPANY	LAB SUPPLIES	\$	1,072.46
05/14/2021	6704(A)	JON STEWART HARRIS	ELECTRICAL INSPECTIONS	\$	550.00
05/14/2021	6705(A)	INTERSTATE BILLING SERVICE INC	PARTS	\$	434.98
05/14/2021	6706(A)	J & H OIL COMPANY	FUEL PE 4/30/21	\$	5,855.88
05/14/2021	6707(A)	LAW ENFORCEMENT OFFICERS REGIONAL TRAINING	2021 SPRING LED MEMBERSHIP	\$	999.72
05/14/2021	6708(A)	LOGICALIS INC	NETWORK ENGINEERING	\$	4,891.50
05/14/2021	6709(A)	LUDINGTON ELECTRIC, INC.	TROUBLESHOOT FIRE HALL LIGHTS	\$	85.00
05/14/2021	6710(A)	LYNN PEAVEY COMPANY	EVIDENCE BOX (2)	\$	134.30
05/14/2021	6711(A)	MATHESON TRI-GAS INC	BULK CARBON DIOXIDE (CO2)	\$	2,021.22
05/14/2021	6712(A)	MEMORIAL HEALTHCARE CENTER	DRUG SCREEN/LAB	\$	84.00
05/14/2021	6713(A)	MERIT LABORATORIES INC	WATER TESTING	\$	30.00
05/14/2021	6714(A)	MEYER ELECTRIC INC	ELECTRICAL WIRING FOR TWO BLOWERS	\$	7,900.00
05/14/2021	6715(A)	MUNICODE	ONLINE CODE HOSTING 5/1/21-4/30/22	\$	950.00

05/14/2021	6716(A)	GENUINE PARTS COMPANY	PARTS	\$	618.69
05/14/2021	6717(A)	OCENASEK INC	LIMESTONE CHIP H1	\$	1,550.02
05/14/2021	6718(A)	OLIN CORPORATION	SODIUM HYPOCHLORITE (NAOCI)	\$	3,161.51
05/14/2021	6719(A)	POLICE OFFICERS LABOR COUNCIL	PAYROLL DEDUCTION-UNION DUES	\$	854.25
05/14/2021	6720(A)	QUADIEN INC	POSTAGE METER RENTAL/MAINTENANCE 6/1/21-8/31/21	\$	308.10
05/14/2021	6721(A)	REPUBLIC SERVICES INC	MAY 2021-REFUSE SERVICE	\$	414.48
05/14/2021	6722(A)	SAFEBUILT MICHIGAN LLC	APRIL 21-BUILDING DEPARTMENT SERVICES	\$	11,753.05
05/14/2021	6723(A)	SAFETY-KLEEN SYSTEMS INC	WWTP-QUARTERLY REPLACE/RECYCLE OF PARTS	\$	295.00
05/14/2021	6724(A)	SHIAWASSEE DISTRICT LIBRARY	DELINQUENT PERSONAL PROPERTY DISBURSEMENT	\$	39.65
05/14/2021	6725(A)	SIGNATURE AUTO GROUP-OWOSSO MOTORS	VEHICLE REPAIRS	\$	138.87
05/14/2021	6726(A)	SPRINT SOLUTIONS INC	CELL PHONE SERVICE-4/7/21-5/6/21	\$	734.44
05/14/2021	6727(A)	STRYKER FLEX FINANCIAL	3 MONITORS & 1 DEFIBRILLATOR-1ST PMT	\$	34,949.60
05/14/2021	6728(A)	TETRA TECH INC	ENGINEERING SERVICES	\$	3,700.00
05/14/2021	6729(A)	WITMER PUBLIC SAFETY GROUP INC	FIRE HELMETS (2)	\$	616.17
05/14/2021	6730(A)	UNITED PARCEL SERVICE	SHIPPING	\$	20.27
05/14/2021	6731(A)	USA BLUE BOOK	LAB SUPPLIES	\$	86.24
05/14/2021	6732(A)	WASTE MANAGEMENT OF MICHIGAN INC	LANDFILL DISPOSAL CHARGES	\$	7,158.64
05/28/2021	133847	WIEGEL TERESA	REISSUED CHECK	\$	17.17
05/28/2021	133848	AFLAC	PAYROLL DEDUCTION-AFLAC PREMIUM	\$	732.34
05/28/2021	133849	BRIANNA LEIGH EQUITIES LLC	ARCHITECTURAL SERVICE REIMBURSEMENT	\$	3,000.00
05/28/2021	133850	LANGDON SHIRLEY	UB refund for account: 2202090001	\$	22.96
05/28/2021	133851	SPENCER LISA	UB refund for account: 3751540011	\$	159.53
05/28/2021	133852	TRUAX CHRISTINA	UB refund for account: 1755000018	\$	48.17
05/28/2021	133853	HORTON RICHARD	UB refund for account: 2691240001	\$	79.11
05/28/2021	133854	LOCK KYLE	UB refund for account: 3447570005	\$	21.81
05/28/2021	133855	SAVAGE RYAN	UB refund for account: 2911290003	\$	121.24
05/28/2021	133856	RDM PROPERTIES	UB refund for account: 5693070006	\$	149.22
05/28/2021	133857	STERK JORDAN	UB refund for account: 2966720014	\$	166.20
05/28/2021	133858	LUPU KENNETH	UB refund for account: 5230570003	\$	38.35
05/28/2021	133859	KEYES SHERLY	UB refund for account: 1201500003	\$	21.98
05/28/2021	133860	GARCIA III FRANK	UB refund for account: 2933340009	\$	5.31
05/28/2021	133861	STECHSCHULTE JAMES	UB refund for account: 2771340009	\$	67.13
05/28/2021	133862	PRESLEY JAMES	UB refund for account: 3912570005	\$	154.98
05/28/2021	133863	MCLELLAN ALEXZANDER	UB refund for account: 1266500004	\$	169.84
05/28/2021	133864	LEE TRISHA	UB refund for account: 1437000004	\$	179.04
05/28/2021	133865	MCDONALD II DAVID	UB refund for account: 1339000005	\$	22.31
05/28/2021	133866	THIEL JR TIM	UB refund for account: 3030070003	\$	22.20
05/28/2021	133867	CARD QUEST	PROXY KEYS (60)	\$	249.00
05/28/2021	133868	CHAPTER 13 TRUSTEE AT FLINT	PAYROLL DEDUCTION	\$	115.40
05/28/2021	133869	CORUNNA MILLS FEED LLC	UREA	\$	37.63
05/28/2021	133870	DELTA DENTAL PLAN OF MICHIGAN INC	JUNE 2021-DENTAL INSURANCE PREMIUM	\$	4,077.22
05/28/2021	133871	DEPARTMENT OF VETERANS AFFAIRS	PAYMENT TO VA FOR PREVIOUS AMBULANCE RUN	\$	2,194.30
05/28/2021	133872	DEPARTMENT OF VETERANS AFFAIRS	PAYMENT TO VA FOR PREVIOUS AMBULANCE RUN	\$	2,154.96

05/28/2021	133873	DEPARTMENT OF VETERANS AFFAIRS	PAYMENT TO VA FOR PREVIOUS AMBULANCE RUN	\$	4,241.59
05/28/2021	133874	FERTILIZER DEALER SUPPLY	PARTS	\$	34.49
05/28/2021	133875	KLUCK'S NURSERY	TREES/PLANTS	\$	583.50
05/28/2021	133876	LIGHTBULB SURPLUS	REPLACEMENT STREET LIGHT (2)	\$	495.22
05/28/2021	133877	LLOYD MILLER & SONS, INC	PARTS	\$	506.58
05/28/2021	133878	ADAM MAZUR-BAKER	REIMBURSEMENT	\$	500.00
05/28/2021	133879	MISDU	PAYROLL DEDUCTIONS	\$	1,287.59
05/28/2021	133880	NEW PARADIGM PROMOTIONAL MARKETING	STICKERS	\$	404.80
05/28/2021	133881	ROWLEYS WHOLESALE	GREASE	\$	151.95
05/28/2021	133882	SHIAWASSEE FAMILY YMCA	PAYROLL DEDUCTION-MEMBERSHIPS	\$	113.90
05/28/2021	133883	STANDARD INSURANCE COMPANY	GROUP LIFE/DISABILITY INSURANCE PREMIUM	\$	5,445.80
05/28/2021	133884	STATE OF MICHIGAN	2021 AGRICULTURAL LIMING LICENSE RENEWAL	\$	20.00
05/28/2021	133885	SUNNYSIDE FLORIST	FLOWERS-PAID FOR BY EMPLOYEE DONATIONS	\$	88.00
05/28/2021	133886	ZORO TOOLS INC	SUPPLIES	\$	209.81
05/28/2021	6733(A)	ALS LABORATORY GROUP	WASTEWATER ANALYSES	\$	800.00
05/28/2021	6734(A)	C & B AIR COMPRESSORS	FILTERS (8)	\$	214.10
05/28/2021	6735(A)	C D W GOVERNMENT, INC.	SUPPLIES	\$	1,689.52
05/28/2021	6736(A)	CENTRON DATA SERVICES, INC.	2021 SUMMER TAX BILLS-POSTAGE ADVANCE	\$	2,725.00
05/28/2021	6737(A)	CINTAS CORPORATION #308	FLOOR MATS-5/17/21	\$	46.09
05/28/2021	6738(A)	CONSUMERS ENERGY	GAS/ELECTRIC SERVICE	\$	22.31
05/28/2021	6739(A)	DIGITAL HIGHWAY INC	MODEM/ANTENNA	\$	1,045.55
05/28/2021	6740(A)	DORNBOS SIGN INC	BRACKETS FOR DOWNTOWN SIGNS	\$	64.78
05/28/2021	6741(A)	ELECTION SOURCE	CLEANING KITS (2)	\$	52.74
05/28/2021	6742(A)	ETNA SUPPLY COMPANY	WATER INVENTORY PARTS	\$	1,344.00
05/28/2021	6743(A)	FLEIS & VANDENBRINK ENGINEERING INC	ENGINEERING SERVICES	\$	4,560.00
05/28/2021	6744(A)	HYDROTEX INC	ACCULUBE	\$	577.16
05/28/2021	6745(A)	INTERSTATE BILLING SERVICE INC	PARTS	\$	179.60
05/28/2021	6746(A)	J & H OIL COMPANY	FUEL-PE 5/15/21	\$	4,368.09
05/28/2021	6747(A)	AMY K KIRKLAND	REIMBURSEMENT	\$	79.92
05/28/2021	6748(A)	LUDINGTON ELECTRIC, INC.	TROUBLESHOOT SPLASH PAD	\$	85.00
05/28/2021	6749(A)	MCMASTER-CARR SUPPLY CO	PARTS	\$	25.02
05/28/2021	6750(A)	MERIT LABORATORIES INC	WATER TESTING	\$	240.00
05/28/2021	6751(A)	MICH BUSINESS POWERED BY MDPA	JUNE 2021-COBRA ADMIN FEE	\$	50.00
05/28/2021	6752(A)	MICHIGAN ELECTION RESOURCES	EPB BINDER PRECINCT SUPPLY KIT	\$	76.70
05/28/2021	6753(A)	MICHIGAN MUNICIPAL LEAGUE	AD FOR FINANCE DIRECTOR	\$	93.60
05/28/2021	6754(A)	SID TOOL CO INC DBA MSC INDUSTRIAL	PEDESTAL CRANE BASE	\$	529.65
05/28/2021	6755(A)	OFFICE DEPOT	SUPPLIES	\$	926.49
05/28/2021	6756(A)	OFFICE SOURCE	SUPPLIES	\$	28.26
05/28/2021	6757(A)	ORCHARD HILTZ & MCCLIMENT INC	ENGINEERING SERVICES	\$	14,634.25
05/28/2021	6758(A)	PASSPORT LABS INC	APRIL 2021-PARKING TICKET MANAGEMENT SYSTEM	\$	139.39
05/28/2021	6759(A)	PHP INSURANCE COMPANY	JUNE 2021-RETIREEES HEALTH INSURANCE PREMIUM	\$	1,070.31
05/28/2021	6760(A)	PHP INSURANCE COMPANY	JUNE 2021-HEALTH INSURANCE PREMIUM	\$	92,372.57
05/28/2021	6761(A)	POLYDYNE INC	AF 4500 POLYMER	\$	2,408.43

05/28/2021	6762(A)	PVS TECHNOLOGIES, INC.	FERRIC CHLORIDE	\$ 5,098.46
05/28/2021	6763(A)	RUBOB'S INC	APRIL 2021-PUBLIC SAFETY DRY CLEANING	\$ 301.20
05/28/2021	6764(A)	S L H METALS INC	PARTS	\$ 547.34
05/28/2021	6765(A)	SERVER SUPPLY.COM INC	SERVER MEMORY	\$ 725.20
05/28/2021	6766(A)	SMITH SAND & GRAVEL INC	PRIVATE PROPERTY LEAD & GALVANIZED WATER SERVICE LINE REPLACEMENT	\$ 10,965.08
05/28/2021	6767(A)	STRYKER SALES CORPORATION	RESTRAINT STRAP (1)	\$ 35.83
05/28/2021	6768(A)	TRUCK & TRAILER SPECIALTIES	PARTS	\$ 691.20
05/28/2021	6769(A)	UNIQUE PAVING MATERIALS CORP	UPM COLD PATCH MIX	\$ 4,941.43
05/28/2021	6770(A)	UNITED PARCEL SERVICE	SHIPPING	\$ 125.71
05/28/2021	6771(A)	USA BLUE BOOK	PARTS	\$ 390.14
05/28/2021	6772(A)	VERIZON WIRELESS	MODEM FEES-4/11/21-5/10/21	\$ 635.40
05/28/2021	6773(A)	WASTE MANAGEMENT OF MICHIGAN INC	LANDFILL DISPOSAL CHARGES	\$ 18,246.87

1 TOTALS:

(3 Checks Voided)

Total of 261 Disbursements:

\$ 1,182,389.96

Bank 10 OWOSSO HISTORICAL FUND

05/14/2021	5418	CONSUMERS ENERGY	GAS/ELECTRIC SERVICE	\$ 336.80
05/14/2021	5419	DAYSTARR COMMUNICATIONS	JUNE 2021-PHONE AND INTERNET	\$ 158.07
05/14/2021	5420	ENGINEERED PROTECTION SYSTEMS INC	PAYMASTER BUILDING-6/1/21-8/31/21	\$ 151.89
05/14/2021	5421	HI QUALITY GLASS, INC	REPAIR DISPLAY CASE	\$ 56.36
05/14/2021	5422	NO MOW PROBLEMS LAWN CARE	APRIL 21-GOULD HOUSE	\$ 80.00
05/28/2021	5423	AMAZON CAPITAL SERVICES	BOOKS/DVD FOR CASTLE GIFT SHOP	\$ 173.77
05/28/2021	5424	SPECIALTY SALVAGE LLC	TRASH SERVICE-515 N WASHINGTON ST	\$ 44.97

10 TOTALS:

Total of 7 Disbursements:

\$ 1,001.86

REPORT TOTALS:

(3 Checks Voided)

Total of 268 Disbursements:

\$ 1,183,391.82



301 W. MAIN • OWOSSO, MICHIGAN 48867-2958 • (989) 725-0570 • FAX (989) 723-8854

MEMORANDUM

DATE: June 7, 2021

TO: Owosso City Council

FROM: Nathan Henne, City Manager
Cheryl Grice, CPA, Finance Director

SUBJECT: Adoption of the 2021-2022 Budget

Please find the General Appropriations Act Resolution for the 2021-2022 budget for your approval.

General Fund

- Budgeted revenue totaled \$7,916,745
- Budgeted expenditures totaled \$8,734,235

Property Tax Millage

Operating Mills	12.8448
Solid Waste Recycling Mills	1.0000
Transportation	.1500
Total General Operating Mills	13.9948
Debt Voted Mills (Refunded)	2.5600

Recommended Action

Approve the attached budget resolution to officially adopt the 2021-2022 budget.

Thank you

Resolution No
General Appropriations Act (Budget)

A resolution to establish a general appropriations act for the City of Owosso; to define the powers and duties of the city officers in relation to the administration of the budget; and to provide remedies for refusal or neglect to comply with the requirements of this resolution.

WHEREAS, pursuant to Chapter 8, Section 5 of the Owosso City Charter, the City Council has received the proposed budget for the fiscal year beginning July 1, 2021 and held a public hearing on May 17, 2021, and;

WHEREAS, the City Council has held other sessions to discuss the proposed budget;

NOW, THEREFORE, BE IT FUTHER RESOLVED THAT the City Council of the City of Owosso hereby adopts the FY2021-22 budget and sets the tax rates as shown below.

Section 1: Title

This resolution shall be known as the Owosso General Appropriations Act.

Section 2: Chief Administrative Officer

The City Manager shall be the Chief Administrative Officer and shall perform the duties of the Chief Administrative Officer enumerated in this act.

Section 3: Fiscal Officer

The Finance Director shall be the Fiscal Officer and shall perform the duties of the Fiscal Officer enumerated in this act.

Section 4: Estimated Expenditures

The following amounts are hereby appropriated for the operations of the City Government and its activities for the fiscal year beginning July 1, 2021 and ending June 30, 2022:

General Fund

City Council	\$ 5,300
City Manager	262,583
City Attorney	118,000
Finance	306,305
Assessing	183,407
City Clerk	299,570
Human Resources	215,734
Treasury	167,057
Information Technology	124,965
Building & Grounds	140,540
General Administration	352,776
Police	2,263,812
Fire	2,012,337
Building & Planning	344,476
Public Works	660,310
Leaf & Brush	231,500
Parking	33,000
Community Development	85,599

Parks	203,293
Transfers Out	<u>723,671</u>
Total General Fund	\$ 8,734,235
<u>Major Streets Fund</u>	
Public Works	\$ 2,159,372
<u>Local Streets Fund</u>	
Public Works	\$ 1,452,844
<u>Parks and Recreation Sites Fund</u>	
Culture and Recreation	\$ 50,000
<u>CDBG Revolving Loan Fund</u>	
Economic Development	\$ 1,500
<u>Historical Sites Fund</u>	
Culture and Recreation	\$ 31,428
<u>Historical Commission</u>	
Culture and Recreation	\$ 129,500
<u>General Obligation Debt Fund</u>	
Debt Service	\$ 968,145
<u>Capital Improvement Fund</u>	
Capital Improvements	\$ 820,453
<u>Capital Improvement Streets Fund</u>	
Street Improvements	\$ 1,174,084
<u>Transportation Fund</u>	
Transportation	\$ 88,089
<u>Sewer Fund</u>	
Public Works	\$ 2,260,405
<u>Water Fund</u>	
Public Works	\$ 4,831,757
<u>Waste Water Treatment Fund</u>	
Public Works	\$ 5,162,229
<u>Fleet Fund</u>	
Public Works	\$ 605,553
<u>DDA Construction Fund</u>	
Economic Development	\$ 20,000

Brownfield Authority

Economic Development \$ 464,538

Section 5: Estimated Revenues

The following are estimated to be available for the fiscal year beginning July 1, 2021 and ending June 30, 2022, to meet the foregoing appropriations.

General Fund

Property Taxes	\$ 3,711,670
License and Permits	385,580
State Contributions	1,774,482
Charges for Services	1,225,850
Interest and Rent Income	6,500
Fines and Forfeits	17,800
Transfers In	794,863
Other Financing Sources- Fund Balance	<u>817,490</u>
Total General Fund	\$ 8,734,235

Major Streets Fund

Intergovernmental Revenue	\$ 1,748,073
Special Assessments	249,094
Transfers In	674,084
Interest Income	<u>150</u>
Total Major Streets Fund	\$ 2,671,401

Local Streets Fund

Intergovernmental Revenue	\$ 516,274
Special Assessments	61,000
Transfers In	842,424
Interest Income	50
Other Financing Resources-Fund Balance	<u>33,096</u>
Total Local Streets Fund	\$ 1,452,844

Parks and Recreation Sites Fund

Other Financing Resources-Fund Balance	\$ 50,000
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OMS/DDA Fund

Interest	\$ 500
Other Financing Resources-Fund Balance	<u>1,000</u>
Total OMS/DDA Fund	\$ 1,500

Historical Sites Fund

Other Financing Resources-Fund Balance	\$ 129,500
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Historical Commission Fund

Interest/Rental Income	\$ 14,400
Other Revenue	1,500
Transfers In	<u>17,000</u>
Total Historical Comm. Fund	\$ 32,900

Debt Service Fund

Property Taxes	\$ 891,685
DDA Contribution	<u>76,460</u>
Total Debt Service	\$ 968,145

Capital Improvement Fund

Transfers In	\$ 698,103
Other Financing Resources-Fund Balance	<u>122,350</u>
Total Cap Improvement Fund	\$ 820,453

Capital Improvement Streets Fund

Other Financing Resources-Fund Balance	\$ 1,174,084
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Transportation Fund

Transportation	\$ 40,000
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Sewer Fund

Charges for Services	\$ 2,052,000
License and Permits	500
Interest and Penalties	<u>29,000</u>
Total Sewer Fund	\$ 2,081,500

Water Fund

Charges for Services	\$ 3,941,000
License and Permits	20,000
Interest and Penalties	43,200
Other Revenue	<u>28,000</u>
Total Water Fund	\$ 4,032,200

Waste Water Treatment Fund

Charges for Services	\$ 2,442,210
Other Financing Sources-Loan	3,037,900
Interest Income	2,000
Other Revenue	<u>5,000</u>
Total Waste Water Treatment Fund	\$ 5,487,110

Fleet Fund

Interest/Rental Income	\$ 705,000
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DDA Construction Fund

Other Financing Sources-Fund Balance	\$ 20,000
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Brownfield Authority

Property Taxes	\$ 445,417
Other Income	<u>19,121</u>
Total Water and Sewer Fund	\$ 464,538

Section 6: Millage Levy

The City Council shall cause to be levied and collected the general property tax on all real and personal property within the city upon the current tax roll an amount equal to 18.5018 mills per \$1,000 of taxable value consisting of 12.8448 mills for operating, 1.0000 mill to operate a solid waste recycling program, .1500 for Transportation and 2.5600 mills for debt.

Section 7: Adoption of Budget by Reference

The general fund budget of the City of Owosso is hereby adopted by reference, with revenues and activity expenditures as indicated in Sections 4 and 5 of this act.

Section 8: Appropriation not a Mandate to Spend

Appropriations will be deemed maximum authorizations to incur expenditures. The fiscal officer shall exercise supervision and control to ensure that expenditures are within appropriations, and shall not issue any city order for expenditures that exceed appropriations.

Section 9: Periodic Fiscal Reports

The fiscal officer shall provide the City Council monthly reports of fiscal year to date revenues and expenditures compared to the budgeted amounts.

Section 10: Limit on Obligations and Payments

No obligation shall be incurred against, and no payment shall be made from any appropriation unless there is a sufficient unencumbered balance in the appropriation and sufficient funds are or will be available to meet the obligation.

Section 11: Budget Monitoring

Whenever it appears to the fiscal officer or the City Council that the actual and probable revenues in any fund will be less than the estimated revenues upon which appropriations from such fund were based, and when it appears that expenditures shall exceed an appropriation, the fiscal officer shall present to the City Council recommendations to prevent expenditures from exceeding available revenues or appropriations for the current fiscal year. Such recommendations shall include proposals for reducing appropriations, increasing revenues, or both.

Section 12: City Council Adoption

2021-22 RECOMMENDED BUDGET



To Schedule Budget Workshop at 4/19/21 City Council Meeting

	Recommended	ACTUAL	ESTIMATED			ESTIMATED FY22		ESTIMATED
		WORKING	WORKING	FY21-22 RECOMMENDED as of 4-1-21		BUDGET SURPLUS	ESTIMATED	COMMITTED
FUND	Owosso FY2021-22	CAPITAL	CAPITAL using FY21 Budget as of 2-28-21	REVENUES	EXPENDITURES	(DEFICIT/CASH	Working Capital less committed/assigned	UNSPENDABLE OR ASSIGNED at 6/30/22
#	FUND DESCRIPTION	6/30/2020	6/30/2021	FY 2022	FY 2022	RESERVES)	6/30/2022	(see notes)
101	GENERAL FUND	\$ 5,723,070	\$ 5,997,281	\$ 7,916,745	\$ 8,739,235	\$ (822,490)	2,174,791	\$ 3,000,000
202	MAJOR STREET FUND	1,130,147	516,277	2,671,401	2,159,372	512,029	1,028,306	
203	LOCAL STREET FUND	1,336,126	964,737	1,419,748	1,452,844	(33,096)	931,641	
208	PARKS & RECREATION FUND	125,934	129,921	-	50,000	(50,000)	79,921	
248	DDA FAÇADE	15,178	-	-	-	-	-	
273	CDGB REVOLVING FUND	615,846	613,346	500	1,500	(1,000)	612,346	
297	HISTORICAL FUND	59,401	60,944	32,900	31,428	1,472	62,416	
298	HISTORICAL SITES FUND	114,870	129,862	-	129,500	(129,500)	362	
2xx	BROWNFIELD FUNDS	83,375	76,492	464,538	464,538	-	76,492	
3xx	GENERAL OBLIGATION DEBT FUNDS	31,560	31,560	968,145	968,145	-	31,560	
401	CAPITAL PROJECT FUND	181,052	181,052	698,103	829,953	(131,850)	49,202	
411	STREET CAPITAL PROJECT FUND	2,173,241	1,193,241	-	1,174,084	(1,174,084)	19,157	
494	DDA CONSTRUCTION FUND	36,297	26,547	-	20,000	(20,000)	6,547	
588	SATA FUND	81,523	81,523	40,000	88,089	(48,089)	33,434	
590	SEWER FUND	2,481,523	2,190,246	2,081,500	2,260,405	(178,905)	2,011,341	
591	WATER FUND **	1,290,868	1,494,385	4,032,200	4,831,757	(799,557)	694,828	
599	WWTP FUND	308,084	243,657	5,487,110	5,162,229	324,881	568,538	
661	FLEET MAINTENANCE FUND	2,031,944	1,927,025	705,000	634,553	70,447	1,997,472	
	TOTALS	17,820,039	15,858,096	26,517,890	28,997,632	(2,479,742)	10,378,354	3,000,000
	Notes:							
	Working Capital is current assets less current liabilities							

04/12/2021 BUDGET REPORT FOR CITY OF OWOSSO								
Calculations as of 02/28/2021								
Fund 101 - GENERAL FUND		2017-18	2018-19	2019-20	2020-21	2020-21	2021-22	2021-22
GL NUMBER	DESCRIPTION	ACTIVITY	ACTIVITY	ACTIVITY	AMENDED BUDGET	ACTIVITY THRU 02/28/21	REQUESTED BUDGET	RECOMMENDED BUDGET
Fund 101 - GENERAL FUND								
ESTIMATED REVENUES								
Dept 000 - REVENUE								
101-000-401.403	GENERAL PROPERTY TAX	3,253,365	3,344,718	3,453,684	3,485,000	3,367,134	3,575,000	3,575,000
	.05% INCREASE ESTIMATED \$3.563M X 1.005 (LESS TENTATIVE MTC FILING OF ~\$5K)							
101-000-401.424	TRAILER PARK TAXES	781	902	771	900	1,047	1,000	1,000
101-000-401.430	INDUSTRIAL/COMMERCIAL FACILITIES TAX	23,925	30,194	26,967	30,000	23,951	24,000	24,000
101-000-401.431	OBSOLETE PROPERTY REHAB TAXES(OPR.	234			250	667	670	670
101-000-401.432	NEIGHBORHOOD ENTERPRISE ZONE REH.	572	179	209	450			
101-000-401.443	ADMINISTRATION FEES	71,666	90,001	90,820	90,000	63,774	91,000	91,000
101-000-401.445	INTEREST & PENALTIES ON TAXES	20,255	27,943	16,461	22,500	9,856	20,000	20,000
101-000-439.000	MARIJUANA TAX DISTR.						84,000	84,000
101-000-450.452	PERMITS-BUILDING	130,748	109,936	166,585	144,000	338,367	150,000	150,000
101-000-450.453	LIQUOR LICENSES	10,253	10,841	10,584	10,000	10,419	10,000	10,000
101-000-450.454	PERMITS-ELECTRICAL	42,185	29,954	34,484	35,000	24,068	35,000	35,000
101-000-450.455	PERMITS-PLUMBING & MECHANICAL	51,340	33,285	60,540	54,000	44,120	55,000	55,000
101-000-450.460	MISCELLANEOUS LICENSES	17,380	34,483	667	1,000	935	1,000	1,000
101-000-450.470	MARIJUANA LICENSE FEE		285,000	30,000	20,000	15,000	50,000	50,000
	FOOTNOTE AMOUNTS:						30,000	
	6 MEDICAL LICENSES							
	FOOTNOTE AMOUNTS:						20,000	
	4 RECREATIONAL LICENSES (1 PENDING)							
	OTHERS ARE PENDING, POSSIBLY \$20,000 ADDITIONAL DURING YEAR							
	GL # FOOTNOTE TOTAL:						50,000	
101-000-450.477	PERMITS-HANDGUNS	290	750	320	500	220	500	500
101-000-450.478	DOG LICENSES	111	81	45	80		80	80
101-000-501.505	FEDERAL GRANT - DEPT OF JUSTICE	325		1,950				
101-000-501.506	GRANT-FEDERAL			23,571				
101-000-528.000	OTHER FEDERAL GRANTS				464,371	385,592		
101-000-539.529	STATE SOURCES	30,000		4,640				
101-000-539.568	GRANT-RECREATION		45,000					
101-000-539.573	LOCAL COMMUNITY STABILIZATION SHA	51,560	82,663	94,161	65,000	99,262	65,000	65,000
101-000-539.574	REVENUE SHARING - STATUTORY					210,738	429,911	429,911

Fund 101 - GENERAL FUND		2017-18	2018-19	2019-20	2020-21	2020-21	2021-22	2021-22
GL NUMBER	DESCRIPTION	ACTIVITY	ACTIVITY	ACTIVITY	AMENDED BUDGET	ACTIVITY THRU 02/28/21	REQUESTED BUDGET	RECOMMENDED BUDGET
101-000-539.575	REVENUE SHARING-CONSTITUTIONAL	1,667,600	1,724,800	1,662,749	1,745,711	742,716	1,279,571	1,279,571
	FOOTNOTE AMOUNTS:						1,709,482	
	2-11-21 RECOMMENDED STATE BUDGET WITH EST 2020 POP ADJ							
101-000-600.625	VACANT PROPERTY REGISTRATION/INSPI	3,300	1,900	1,600	2,000	1,000	1,500	1,500
101-000-600.626	CHARGE FOR SERVICES RENDERED	54,555	57,431	58,453	60,000	40,163	60,000	60,000
101-000-600.627	DUPLICATING SERVICES	1,068	2,171	1,483	1,000	727	1,000	1,000
101-000-600.628	RENTAL REGISTRATION	775	40,850	2,250	1,500	1,350	1,500	1,500
101-000-600.629	AMBULANCE CHARGES	355,802	239,666	284,420	212,000	223,531	263,750	263,750
	AMB CHARGES, MILEAGE CHARGES, ADV LIFE SUPPORT ALL ARE EST BASED ON 3 YRS ENDING 6/30/20 AT 90%							
101-000-600.630	AMBULANCE MILEAGE CHARGES	318,461	211,641	236,961	314,000	129,511	230,100	230,100
101-000-600.631	AMBULANCE/ ADVANCED LIFE SUPPORT	533,570	416,222	416,945	509,000	253,542	410,000	410,000
101-000-600.633	FIRE SERVICES	4,500	2,500	1,000	4,000	2,500	4,000	4,000
101-000-600.642	CHARGE FOR SERVICES - SALES	2,332	6,811	2,140	4,000	2,623	4,000	4,000
101-000-600.647	CABLE TELEVISION FRANCHISE FEES	113,626	111,737	106,729	115,000	52,144	105,000	105,000
101-000-655.655	PARKING VIOLATIONS	4,588	30,162	12,757	12,000	2,770	4,200	4,200
101-000-655.659	PARKING LEASE INCOME	2,445	700	2,715	2,500	840	1,600	1,600
101-000-655.660	ORDINANCE FINES & COSTS	16,054	15,844	11,137	15,000	5,691	12,000	12,000
101-000-662.000	DRUG FORFEITURES-ADJUDICATED		1,489			16		
101-000-664.664	INTEREST INCOME	23,003	155,789	135,917	5,000	(4,262)	5,000	5,000
101-000-664.668	RENTAL INCOME	2,830	5,270	1,500	2,500	500	1,500	1,500
101-000-671.673	SALE OF FIXED ASSETS	4,209	18,940	779		71,370		
101-000-671.675	DONATIONS-PRIVATE	48,828	170		2,083	2,786		
101-000-671.676	DONATIONS-PUBLIC SAFETY	15	2,766					
101-000-671.687	INSURANCE REFUNDS	135,570	87,416	125,756	125,000	146,726	125,000	125,000
101-000-671.692	RECOVERY OF BAD DEBTS	2,189	4,502					
101-000-671.694	MISCELLANEOUS	63,540	63,018	37,069	20,000	30,559	20,000	20,000
101-000-695.672	SPECIAL ASSESSMENT		83,643	34,445	25,000		25,000	25,000
101-000-695.676	WASTEWATER UTIL. ADMIN REIMB	200,177	191,667	222,048	200,000	138,858	200,000	200,000
101-000-695.677	CITY UTILITIES ADMIN REIMB	365,892	320,000	320,000	320,000	186,667	372,100	372,100
101-000-695.678	DDA/OBRA REIMBURSEMENT	5,314	5,314	5,314	5,300		5,300	5,300
101-000-695.695	ACT 51 ADMIN REIMBURSEMENT	149,327	159,486	166,603	172,225	91,124	192,463	192,463
	FOOTNOTE AMOUNTS:						192,463	
	10% ADMIN REIMB ALLOWED ACT 51: EST MAJOR \$140,876 EST LOCAL \$51,587							
101-000-695.699	APPROPRIATION OF FUND BALANCE				(264,738)			
	Totals for dept 000 - REVENUE	7,784,560	8,087,835	7,867,229	8,033,132	6,718,602	7,916,745	7,916,745
	TOTAL ESTIMATED REVENUES	7,784,560	8,087,835	7,867,229	8,033,132	6,718,602	7,916,745	7,916,745
	APPROPRIATIONS							

Fund 101 - GENERAL FUND		2017-18	2018-19	2019-20	2020-21	2020-21	2021-22	2021-22
GL NUMBER	DESCRIPTION	ACTIVITY	ACTIVITY	ACTIVITY	AMENDED	ACTIVITY	REQUESTED	RECOMMENDED
					BUDGET	THRU 02/28/21	BUDGET	BUDGET
Dept 101 - CITY COUNCIL								
101-101-704.000	BOARDS & COMMISSIONS	2,324	2,050	2,110	2,300	940	2,300	2,300
101-101-728.000	OPERATING SUPPLIES	456	155	280	1,000		1,000	1,000
101-101-860.000	EDUCATION & TRAINING	612	3,783	1,707	2,000		2,000	2,000
Totals for dept 101 - CITY COUNCIL		3,392	5,988	4,097	5,300	940	5,300	5,300
Dept 171 - CITY MANAGER								
101-171-702.100	SALARIES	113,783	100,731	128,672	159,446	103,915	163,158	167,126
101-171-702.200	WAGES						9,286	9,286
101-171-702.800	ACCRUED SICK LEAVE	1,514						
101-171-715.000	SOCIAL SECURITY (FICA)	8,987	7,712	9,851	12,152	7,938	13,154	13,457
101-171-716.100	HEALTH INSURANCE	4,324	6,573	12,779	25,416	19,088	38,744	38,744
101-171-716.200	DENTAL INSURANCE	469	249	415	1,046	727	1,397	1,397
101-171-716.300	OPTICAL INSURANCE	7	30	30	32	27	88	88
101-171-716.400	LIFE INSURANCE	322	668	746	958	633	999	999
101-171-716.500	DISABILITY INSURANCE	1,140	900	1,230	1,440	1,074	1,767	1,767
101-171-717.000	UNEMPLOYMENT INSURANCE	81	41	11	40		40	40
101-171-718.200	DEFINED CONTRIBUTION	17,697	15,110	17,245	18,878	12,282	22,484	23,009
101-171-719.000	WORKERS' COMPENSATION	236	236	304	670	315	670	670
101-171-728.000	OPERATING SUPPLIES	2,055	99	2,086	500	375	500	500
101-171-858.000	MEMBERSHIPS & DUES	869	1,027	1,152	2,500	1,082	2,500	2,500
101-171-860.000	EDUCATION & TRAINING	1,895	4,059	1,528	3,000	390	3,000	3,000
Totals for dept 171 - CITY MANAGER		153,379	137,435	176,049	226,078	147,846	257,787	262,583
Dept 201 - FINANCE								
101-201-702.100	SALARIES	171,871	173,327	170,296	173,522	109,826	177,969	182,366
101-201-702.200	WAGES						63,862	0
FOOTNOTE AMOUNTS:							63,862	
ADDITIONAL ACCOUNTANT NEEDED-TOTAL COST								
101-201-702.800	ACCRUED SICK LEAVE		628					
101-201-715.000	SOCIAL SECURITY (FICA)	13,093	12,937	13,151	13,637	8,505	13,999	14,345
101-201-716.100	HEALTH INSURANCE	27,804	31,471	31,011	33,170	18,937	34,265	34,265
101-201-716.200	DENTAL INSURANCE	1,404	1,523	1,477	1,763	1,083	1,535	1,535
101-201-716.300	OPTICAL INSURANCE	179	208	228	242	154	231	231
101-201-716.400	LIFE INSURANCE	1,170	1,029	1,127	1,129	752	1,129	1,129
101-201-716.500	DISABILITY INSURANCE	2,059	1,691	2,009	1,908	1,414	2,141	2,141
101-201-717.000	UNEMPLOYMENT INSURANCE	162	169	54	175		175	175
101-201-718.000	RETIREMENT	21,880	24,227	30,465				
101-201-718.100	MUNICIPAL EMPLOYEES RETIREMENT PROGRAM				35,470	22,976	49,336	49,336
101-201-718.200	DEFINED CONTRIBUTION	2,051	4,812	5,240	5,343	3,160	11,890	12,187

Fund 101 - GENERAL FUND		2017-18	2018-19	2019-20	2020-21	2020-21	2021-22	2021-22
GL NUMBER	DESCRIPTION	ACTIVITY	ACTIVITY	ACTIVITY	AMENDED	ACTIVITY	REQUESTED	RECOMMENDED
					BUDGET	THRU 02/28/21	BUDGET	BUDGET
101-201-719.000	WORKERS' COMPENSATION	392	494	512	575	354	575	575
101-201-728.000	OPERATING SUPPLIES	1,899	1,510	700	1,700	688	1,700	1,700
101-201-818.000	CONTRACTUAL SERVICES	2,267	2,315	3,292	3,405	11,630	3,430	3,430
	FOOTNOTE AMOUNTS: 4% INCREASE BS&A ANNUAL FEE						3,430	
101-201-858.000	MEMBERSHIPS & DUES	665	170	315	390	195	390	390
	FOOTNOTE AMOUNTS: MGFOA & MMTA ANNUAL MEMBERSHIPS -FINANCE DIRECTOR & ACCOUNTANT						390	
101-201-860.000	EDUCATION & TRAINING	2,116	1,997	619	2,500	895	2,500	2,500
Totals for dept 201 - FINANCE		249,012	258,508	260,496	274,929	180,569	365,127	306,305
Dept 209 - ASSESSING								
101-209-702.100	SALARIES	77,881	66,248	96,609	102,208	65,660	106,769	109,438
101-209-702.800	ACCRUED SICK LEAVE	3,478				710		
101-209-704.000	BOARDS & COMMISSIONS	900	1,000	1,000	1,250	350	1,250	1,250
101-209-715.000	SOCIAL SECURITY (FICA)	6,506	5,425	7,757	8,496	5,166	8,137	8,340
101-209-716.100	HEALTH INSURANCE	3,068	4,597	19,866	23,461	15,909	33,942	33,942
101-209-716.200	DENTAL INSURANCE	404	31	561	785	615	1,274	1,274
101-209-716.300	OPTICAL INSURANCE	93	4	92	116	88	171	171
101-209-716.400	LIFE INSURANCE	533	483	654	657	353	669	669
101-209-716.500	DISABILITY INSURANCE	800	685	1,156	1,098	621	967	967
101-209-717.000	UNEMPLOYMENT INSURANCE	81	41	52	45	5	45	45
101-209-718.000	RETIREMENT	36,687						
101-209-718.200	DEFINED CONTRIBUTION	514	2,829	4,054	4,053	2,703	9,572	9,811
101-209-719.000	WORKERS' COMPENSATION	336	464	408	750	357	750	750
101-209-728.000	OPERATING SUPPLIES	4,704	691	389	1,500	518	1,500	1,500
101-209-802.000	ADVERTISING	41	79	71	400	60	400	400
101-209-818.000	CONTRACTUAL SERVICES	4,097	8,235	7,790	13,000	11,991	13,000	13,000
101-209-858.000	MEMBERSHIPS & DUES	275	295	345	350	50	350	350
101-209-860.000	EDUCATION & TRAINING	1,007	837	1,132	1,500	187	1,500	1,500
Totals for dept 209 - ASSESSING		141,405	91,944	141,936	159,669	105,343	180,296	183,407
Dept 210 - CITY ATTORNEY								
101-210-801.000	PROFESSIONAL SERVICES: ADMINISTRAT	51,608	48,884	52,545	55,000	40,247	55,000	55,000
101-210-801.100	PROFESSIONAL SERVICES:POLICE/COURT	64,589	62,937	60,208	62,917	42,483	63,000	63,000
Totals for dept 210 - CITY ATTORNEY		116,197	111,821	112,753	117,917	82,730	118,000	118,000
Dept 215 - CLERK								
101-215-702.100	SALARIES	106,731	115,558	114,522	114,548	78,117	118,917	121,846

Fund 101 - GENERAL FUND		2017-18	2018-19	2019-20	2020-21	2020-21	2021-22	2021-22
GL NUMBER	DESCRIPTION	ACTIVITY	ACTIVITY	ACTIVITY	AMENDED	ACTIVITY	REQUESTED	RECOMMENDED
					BUDGET	THRU 02/28/21	BUDGET	BUDGET
101-215-702.200	WAGES		154					
101-215-702.800	ACCRUED SICK LEAVE			7,571				
101-215-706.000	ELECTIONS	11,965	38,053	6,186	42,000	58,037	2,000	2,000
	\$2000 = QVF SUPPLIES & MISC							
101-215-715.000	SOCIAL SECURITY (FICA)	7,863	8,665	9,196	8,763	6,083	9,099	9,324
101-215-716.000	FRINGES		121			59		
101-215-716.100	HEALTH INSURANCE	19,338	20,204	24,439	34,717	23,278	35,415	35,415
101-215-716.200	DENTAL INSURANCE	742	743	838	1,323	879	1,323	1,323
101-215-716.300	OPTICAL INSURANCE	90	94	137	186	122	177	177
101-215-716.400	LIFE INSURANCE	680	692	701	713	502	729	729
101-215-716.500	DISABILITY INSURANCE	1,295	1,320	1,222	1,189	946	1,409	1,409
101-215-717.000	UNEMPLOYMENT INSURANCE	81	83	30	90			
101-215-718.000	RETIREMENT	58,662	67,187	66,696				
101-215-718.100	MUNICIPAL EMPLOYEES RETIREMENT PROGRAM				59,526	38,558	82,756	82,756
101-215-718.200	DEFINED CONTRIBUTION		102	1,115	1,594	1,215	3,933	4,031
101-215-719.000	WORKERS' COMPENSATION	232	236	332	300	240	320	320
101-215-728.000	OPERATING SUPPLIES	3,557	1,748	1,614	2,800	748	4,600	4,600
	MISC OPERATING SUPPLIES + \$1700 FOR REPLACEMENT OF LASERFICHE FLOATING TERMINAL (THIS PC IS ALMOST 9 YRS OLD) + \$900 FOR NEW QVF TERMINAL							
101-215-802.000	ADVERTISING	3,758	3,633	4,497	3,800	1,705	4,000	4,000
	MY BEST GUESS							
101-215-818.000	CONTRACTUAL SERVICES	7,953	3,897	8,724	4,500	2,645	19,000	19,000
	\$4500 = CODIFICATION & MUNICODE FEES							
	\$1600 = SHREDDING							
	\$5400 = MICROFILM COUNCIL PACKETS							
	\$7500 = ANNUAL ESTIMATE FOR AGENDA MGT SOFTWARE							
101-215-833.000	EQUIPMENT MAINTENANCE		3,851	3,851	4,600	3,851	11,300	11,300
	\$7300 = ANNUAL MAINTENANCE FOR ELECTION EQUIPMENT (1ST YEAR OF CHARGES)							
	\$3900 = LASERFICHE MAINTENANCE & SUPPORT							
101-215-858.000	MEMBERSHIPS & DUES	380	400	420	440	410	440	440
	IIMC, MAMC, AND SHIAWASSEE COUNTY CLERKS ASSOCIATION							
101-215-860.000	EDUCATION & TRAINING	21		329	600		900	900
	I'D LIKE CARRIE AND I TO ATTEND THE MAMC CONFERENCE, THIS WOULD INCLUDE AN OVERNIGHT STAY							
101-215-978.000	EQUIPMENT	9,606						
	\$7000 = LASERFICHE SERVER REPLACEMENT (THIS WAS CUT FROM THE BUDGET LAST YEAR, REALLY NEEDS REPLACING)							
	\$10400 = 10 LAPTOPS/TABLETS + CHARGING CABINET + WIRING FOR USE IN COUNCIL CHAMBERS BY COUNCIL & COMMISIONS							
	MOVED TO CAPITAL IMPROVEMENT FUND 401							
Totals for dept 215 - CLERK		232,954	266,741	252,420	281,689	217,395	296,318	299,570
Dept 226 - HUMAN RESOURCES								
101-226-702.100	SALARIES	127,254	129,897	132,563	131,813	113,925	119,254	122,451

Fund 101 - GENERAL FUND		2017-18	2018-19	2019-20	2020-21	2020-21	2021-22	2021-22
GL NUMBER	DESCRIPTION	ACTIVITY	ACTIVITY	ACTIVITY	AMENDED	ACTIVITY	REQUESTED	RECOMMENDED
					BUDGET	THRU 02/28/21	BUDGET	BUDGET
101-226-702.200	WAGES						9,286	9,286
	25% OF EXECUTIVE SECRETARY POSITION							
101-226-715.000	SOCIAL SECURITY (FICA)	10,187	10,434	10,596	11,410	8,674	13,895	14,186
101-226-716.100	HEALTH INSURANCE	8,516	8,763	9,028	8,214	4,857	28,816	28,816
101-226-716.200	DENTAL INSURANCE	1,558	1,360	1,113	1,274	895	1,693	1,693
101-226-716.300	OPTICAL INSURANCE	223	223	196	233	127	249	249
101-226-716.400	LIFE INSURANCE	761	804	792	792	539	785	785
101-226-716.500	DISABILITY INSURANCE	1,552	1,558	1,616	1,621	1,079	1,605	1,605
101-226-717.000	UNEMPLOYMENT INSURANCE	81	124	11	150	2	150	150
101-226-718.000	RETIREMENT	32,321	34,565	41,868				
101-226-718.100	MUNICIPAL EMPLOYEES RETIREMENT PROGRAM				43,303	28,050		
101-226-718.200	DEFINED CONTRIBUTION	1,225	3,207	3,263	3,091	2,435	11,525	11,813
101-226-719.000	WORKERS' COMPENSATION	388	296	396	450	297	300	300
101-226-728.000	OPERATING SUPPLIES	2,403	858	755	700	229	700	700
	FOOTNOTE AMOUNTS:						5,715	
	KAREN RECOMMENDED THAT WE MOVE TO BS&A TIMESHEETS QUOTE = \$5015 (MOVED TO FUND 401)							
101-226-802.000	ADVERTISING	2,445	845	854		625	800	800
101-226-818.000	CONTRACTUAL SERVICES	20,276	16,092	17,330	20,000	6,895	20,000	20,000
	FOOTNOTE AMOUNTS:						20,000	
	UPCOMING CONTRACT NEGOTIATIONS WITH POLICE & FIRE							
101-226-858.000	MEMBERSHIPS & DUES	409	399	869	1,000	419	900	900
101-226-860.000	EDUCATION & TRAINING	984	1,189	1,096	2,000	460	2,000	2,000
	FOOTNOTE AMOUNTS:						2,000	
	MPELRA ANNUAL CONF WAS CANCELLED LAST YEAR DUE TO COVID, PLAN TO ATTEND IN SEPT, 2021							
Totals for dept 226 - HUMAN RESOURCES		210,583	210,614	222,346	226,051	169,508	211,958	215,734
Dept 253 - TREASURY								
101-253-702.100	SALARIES	61,308	92,176	94,628	96,418	63,777	98,298	100,735
101-253-715.000	SOCIAL SECURITY (FICA)	4,608	6,998	7,188	7,381	4,841	7,555	7,742
101-253-716.100	HEALTH INSURANCE	13,527	23,418	24,995	25,885	17,239	26,740	26,740
101-253-716.200	DENTAL INSURANCE	504	811	767	895	566	895	895
101-253-716.300	OPTICAL INSURANCE	63	105	108	116	72	108	108
101-253-716.400	LIFE INSURANCE	352	641	625	624	416	624	624
101-253-716.500	DISABILITY INSURANCE	696	1,203	1,191	1,186	796	1,205	1,205
101-253-717.000	UNEMPLOYMENT INSURANCE	117	203	63	200		200	200
101-253-718.200	DEFINED CONTRIBUTION	2,295	3,685	3,785	3,814	2,551	8,813	9,033
101-253-719.000	WORKERS' COMPENSATION	176	340	500	550	333	550	550
101-253-728.000	OPERATING SUPPLIES	1,832	3,070	2,461	2,400	2,205	3,000	3,000
101-253-818.000	CONTRACTUAL SERVICES	10,168	10,328	10,624	13,500	5,583	13,500	13,500
101-253-858.000	MEMBERSHIPS & DUES	50	50	75	200	75	225	225

Fund 101 - GENERAL FUND		2017-18	2018-19	2019-20	2020-21	2020-21	2021-22	2021-22
GL NUMBER	DESCRIPTION	ACTIVITY	ACTIVITY	ACTIVITY	AMENDED	ACTIVITY	REQUESTED	RECOMMENDED
					BUDGET	THRU 02/28/21	BUDGET	BUDGET
	FOOTNOTE AMOUNTS:						225	
	MEMBERSHIP TO MMTA FOR 3 EMPLOYEES							
101-253-860.000	EDUCATION & TRAINING	953	1,138	699	2,000		2,500	2,500
	FOOTNOTE AMOUNTS:						2,500	
	WHEN PANDEMIC IS UNDER CONTROL THERE ARE NUMEROUS TRAININGS THAT WOULD BE HELPFUL FOR TREASURY STAFF							
101-253-862.000	OVER & SHORT	140	(32)	(45)		(5)		
Totals for dept 253 - TREASURY		96,789	144,134	147,664	155,169	98,449	164,213	167,057
Dept 258 - INFORMATION & TECHNOLOGY								
101-258-715.000	SOCIAL SECURITY (FICA)	(107)						
101-258-728.000	OPERATING SUPPLIES	2,375	1,171	10,094	6,650	6,071	11,965	11,965
	FOOTNOTE AMOUNTS:						11,965	
	INCLUDES SYMANTEC MAINT (\$2915), CISCO DUO (\$1,000) & HP CARE PACK (\$1400)							
101-258-818.000	CONTRACTUAL SERVICES	46,262	76,118	94,036	87,000	48,012	87,000	87,000
101-258-833.000	EQUIPMENT MAINTENANCE	9,216	5,956	6,255	10,000	1,250	22,500	22,500
	FOOTNOTE AMOUNTS:						12,500	
	CISCO SMARTNET & UMBRELLA ANNUAL RENEWAL							
101-258-860.000	EDUCATION & TRAINING				3,709	1,702	3,500	3,500
101-258-978.000	EQUIPMENT	22,677						
	FOOTNOTE AMOUNTS:						118,000	
	SEE CAPITAL OUTLAY BUDGET WORKSHEETS FOR SPECIFICS							
	MOVED TO CAPITAL IMPROVEMENT FUND 401							
Totals for dept 258 - INFORMATION & TECHNOLOGY		80,423	83,245	110,385	107,359	57,035	124,965	124,965
Dept 265 - BUILDING & GROUNDS								
101-265-702.200	WAGES	48,139	45,230	52,605	44,047	32,704	45,958	45,958
101-265-702.400	WAGES - TEMPORARY	5						
101-265-703.000	OTHER COMPENSATION	5,272			1,000			
101-265-715.000	SOCIAL SECURITY (FICA)	3,248	3,086	3,225	3,454	2,292	3,580	3,580
101-265-716.000	FRINGES	9,175	3,336	7,785		1,497	3,500	3,500
101-265-716.100	HEALTH INSURANCE	6,232	6,573	6,655	6,819	4,226	7,044	7,044
101-265-716.200	DENTAL INSURANCE	485	467	427	489	290	489	489
101-265-716.300	OPTICAL INSURANCE	60	60	60	63	37	60	60
101-265-716.400	LIFE INSURANCE	79	79	139	79	123	198	198
101-265-717.000	UNEMPLOYMENT INSURANCE	41		5	40		25	25
101-265-718.000	RETIREMENT	22,507	24,298	29,695				
101-265-718.100	MUNICIPAL EMPLOYEES RETIREMENT PROGRAM				33,423	14,554	26,811	26,811
101-265-719.000	WORKERS' COMPENSATION	848	1,020	1,364	1,500	822	1,500	1,500
101-265-728.000	OPERATING SUPPLIES	3,499	3,135	3,081	3,000	1,146	3,000	3,000
101-265-818.000	CONTRACTUAL SERVICES	338	789	5,335	1,000	358	1,000	1,000

Fund 101 - GENERAL FUND		2017-18	2018-19	2019-20	2020-21	2020-21	2021-22	2021-22
GL NUMBER	DESCRIPTION	ACTIVITY	ACTIVITY	ACTIVITY	AMENDED	ACTIVITY	REQUESTED	RECOMMENDED
					BUDGET	THRU 02/28/21	BUDGET	BUDGET
101-265-820.100	ELECTRICITY	18,030	19,358	18,748	20,000	11,558	20,000	20,000
101-265-820.200	GAS	4,073	4,735	4,387	5,000	2,511	5,000	5,000
101-265-820.300	TELEPHONE	270	274	270	300	203	300	300
101-265-820.400	WATER & SEWER	2,791	2,161	2,606	3,300	1,711	3,000	3,000
101-265-831.000	BUILDING MAINTENANCE	19,281	11,879	4,110	8,000	7,361	15,075	15,075
	FOOTNOTE AMOUNTS: LED LAMP						6,575	
101-265-831.200	BLDG MAINTENANCE-BALLFIELDS				2,200		1,000	1,000
	\$1,000 FOR MISC REPAIRS AND VANDALISM. 2021-2022. EXPECT THE EXISTING \$2.200 IN THE FY2020-2021 WILL BE SPENT							
101-265-843.000	EQUIPMENT RENTAL	5,530	2,699	1,957	4,000	825	3,000	3,000
101-265-975.000	BUILDING IMPROVEMENTS	49,236						
Totals for dept 265 - BUILDING & GROUNDS		199,139	129,179	142,454	137,714	82,218	140,540	140,540
Dept 299 - GENERAL ADMIN								
101-299-719.000	WORKERS' COMPENSATION	110	152	148	250	54	250	250
101-299-728.000	OPERATING SUPPLIES	19,563	19,023	16,879	19,500	10,959	19,500	19,500
101-299-810.000	INSURANCE & BONDS	132,552	130,347	131,043	133,675	134,074	138,096	138,096
	EST 3% INCREASE							
101-299-818.000	CONTRACTUAL SERVICES	19,661	11,963	39,557	13,550	11,566	17,975	17,975
	FOOTNOTE AMOUNTS: GABRIDGE EXT \$29,500 + SINGLE AUDIT \$2,500 LESS ALLOCATION \$24,325						7,675	
	FOOTNOTE AMOUNTS: COURIER SERVICE						2,400	
	FOOTNOTE AMOUNTS: FRONT DESK MONITORING/SECURITY						600	
	FOOTNOTE AMOUNTS: MUNETRIX						4,800	
	FOOTNOTE AMOUNTS: SATA PAYROLL SERVICES						2,500	
	GL # FOOTNOTE TOTAL:						17,975	
101-299-820.300	TELEPHONE	6,428	4,210	4,209	7,000	3,995	7,000	7,000
101-299-833.000	EQUIPMENT MAINTENANCE	391	1,380	1,380	1,500	315	1,500	1,500
101-299-850.000	BAD DEBT EXPENSE	143,136	108,401	111,323	90,000	58,674	121,000	121,000
	FY18,FY19,FY20 AVERAGE							
101-299-856.000	MISCELLANEOUS	8,890	84					
101-299-858.000	MEMBERSHIPS & DUES	38,296	47,039	47,176	47,225	47,308	47,455	52,455
	FOOTNOTE AMOUNTS: SEDP						40,000	
	FOOTNOTE AMOUNTS:						6,418	

Fund 101 - GENERAL FUND		2017-18	2018-19	2019-20	2020-21	2020-21	2021-22	2021-22
GL NUMBER	DESCRIPTION	ACTIVITY	ACTIVITY	ACTIVITY	AMENDED	ACTIVITY	REQUESTED	RECOMMENDED
					BUDGET	THRU 02/28/21	BUDGET	BUDGET
	MML-EST 2% INCREASE						235	
	FOOTNOTE AMOUNTS:							
	MI DEAL-EST 2% INCREASE						802	5,802
	FOOTNOTE AMOUNTS:							
	SHIA REG CHAMBER OF COMMERCE-EST 2% INCREASE PLUS \$5000 FARMERS MARKET MANAGER'S FEE						47,455	5,802
	GL # FOOTNOTE TOTAL:							
Totals for dept 299 - GENERAL ADMIN		369,027	322,599	351,715	312,700	266,945	352,776	357,776
Dept 300 - POLICE								
101-300-702.100	SALARIES	1,080,659	1,147,834	1,190,741	1,285,706	844,339	1,213,780	1,215,353
101-300-702.120	SALARIES-MAGNET	66,441	70,046	69,853	71,287	54,475	66,510	66,510
101-300-702.200	WAGES	9,375	8,516	5,745	7,950		5,019	5,019
101-300-702.210	WAGES - SCHOOL LIAISON			41,388	57,640	27,193	53,910	53,910
101-300-702.300	OVERTIME	45,700	50,909	54,407	55,700	35,864	55,300	55,300
101-300-702.400	WAGES - TEMPORARY	1,685	2,778					
101-300-702.600	UNIFORMS	1,450	1,450	1,450	1,600	1,325	2,300	1,600
101-300-702.800	ACCRUED SICK LEAVE	7,116	10,411	12,482	11,605	9,847	12,876	12,876
101-300-703.000	CROSSING GUARDS	47,857	47,606	55,443	47,100	18,612	55,000	55,000
101-300-715.000	SOCIAL SECURITY (FICA)	27,575	28,564	33,189	33,820	19,816	33,392	33,512
101-300-716.000	FRINGES	46	49	473				
101-300-716.100	HEALTH INSURANCE	220,720	218,308	227,553	235,858	126,476	258,039	258,039
101-300-716.200	DENTAL INSURANCE	10,587	10,395	10,029	11,480	6,765	11,332	11,332
101-300-716.300	OPTICAL INSURANCE	1,164	1,229	1,329	1,407	813	1,314	1,314
101-300-716.400	LIFE INSURANCE	3,785	3,820	3,849	3,849	2,490	3,841	3,841
101-300-716.500	DISABILITY INSURANCE	5,371	5,158	5,919	5,953	3,747	5,612	5,612
101-300-716.600	PHYSICALS	150	314	95		141		
101-300-717.000	UNEMPLOYMENT INSURANCE	1,056	1,155	330	1,000	7	500	500
101-300-718.000	RETIREMENT	94,208	95,800					
101-300-718.100	MUNICIPAL EMPLOYEES RETIREMENT PR	131,000	118,796	222,518	273,912	150,262	306,738	306,738
101-300-718.200	DEFINED CONTRIBUTION	2,332	3,224	3,792	3,758	1,703	8,996	9,135
101-300-719.000	WORKERS' COMPENSATION	20,516	21,242	26,316	26,842	17,628	27,400	27,400
101-300-728.000	OPERATING SUPPLIES	19,460	16,463	9,632	12,000	3,941	30,553	30,553
	FOOTNOTE AMOUNTS:						14,000	
	FOOTNOTE AMOUNTS:						5,803	
	NEW SIGN FOR BUILDING						5,250	
	FOOTNOTE AMOUNTS:						5,500	
	TASER (POSSIBLE RAP GRANT)							
	FOOTNOTE AMOUNTS:							
	NEW HANDGUNS							

Fund 101 - GENERAL FUND		2017-18	2018-19	2019-20	2020-21	2020-21	2021-22	2021-22
GL NUMBER	DESCRIPTION	ACTIVITY	ACTIVITY	ACTIVITY	AMENDED	ACTIVITY	REQUESTED	RECOMMENDED
					BUDGET	THRU 02/28/21	BUDGET	BUDGET
	GL # FOOTNOTE TOTAL:						30,553	
101-300-741.000	UNIFORMS & CLEANING	5,805	6,650	6,906	6,000	7,476	7,000	7,000
	PRICE OF VESTS AND UNIFORMS HAVE INCREASED IN THE LAST TWO YEARS.							
101-300-751.000	GAS & OIL	28,465	29,231	22,517	26,000	14,391	26,000	26,000
101-300-813.000	WRECKER SERVICE	90	160					
101-300-818.000	CONTRACTUAL SERVICES	60,482	55,824	19,657	17,000	7,256	8,000	8,000
	FOOTNOTE AMOUNTS:						8,000	
	RMS UPGRADE WITH SHIAWASSEE COUNTY.							
	THIS YEAR WE DID NOT PAY OUR INVOICE TO OSSI, SINCE THE PRODUCT IS END OF LIFE AND THEY ARE NOT OFFERING SUPPORT. SHIAWASSEE COUNTY BOUGHT A NEW CAD/RMS PROGRAM THAT WILL BE IMPLEMENTED IN 3RD QUARTER 2021. THE \$8,000 IS JUST A GUESSTIMATE AS TO WHAT THE FINAL COST MAY BE AS WE ARE DEPENDENT ON THE COUNTY FOR INFORMATION AND ANSWERS.							
101-300-820.100	ELECTRICITY	9,864	9,525	9,891	10,000	5,749	10,000	10,000
101-300-820.200	GAS	4,487	5,088	4,486	4,200	2,589	5,000	5,000
101-300-820.300	TELEPHONE	7,511	6,467	6,639	7,000	4,249	7,200	7,200
101-300-820.400	WATER & SEWER	2,978	3,232	3,301	3,000	1,771	3,500	3,500
101-300-820.500	REFUSE	378	397	510	400	364	400	400
101-300-831.000	BUILDING MAINTENANCE	1,744	3,516	3,827	5,000	587	6,000	6,000
	FOOTNOTE AMOUNTS:						8,000	
	WE NEED TO REPLACE THE SINKS AND VANITY IN THE MENS BATHROOM, ROUGH ESTIMATE WILL BE \$4,000.							
101-300-833.000	EQUIPMENT MAINTENANCE	520	720	1,795	1,000	83	1,000	1,000
101-300-833.400	EQUIP MAINT - MOBILE	15,353	23,044	29,432	22,500	12,960	25,000	25,000
	FOOTNOTE AMOUNTS:						25,000	
	NOW THAT REEVES IS CLOSED, OUR REPAIRS WILL INCREASE.							
101-300-856.000	MISCELLANEOUS	271	1,422	417	250	56	250	250
101-300-858.000	MEMBERSHIPS & DUES	540	680	730	1,000	2,290	1,000	1,000
	50% OF COST FOR ACCREDDIDATION WILL BE PARTIALLY REIMBURSED BY MMRMA FOR THE 1ST YEAR, BUT NOT FOR SUBSEQUENT YEARS.							
101-300-860.000	EDUCATION & TRAINING	4,205	3,110	6,443	6,000	504	9,918	9,918
	FOOTNOTE AMOUNTS:						7,000	
	TRAINING EXPENDITURES WERE DOWN THIS YEAR DUE TO COVID. ,							
	FOOTNOTE AMOUNTS:						2,918	
	POWER DMS (ONLINE TRAINING) \$5835 LESS 50% 1ST YR RAP GRANT							
	GL # FOOTNOTE TOTAL:						9,918	
101-300-976.000	BUILDING ADD & IMPROVEMENTS	8,594						
101-300-978.000	EQUIPMENT	40,777						
	Totals for dept 300 - POLICE	1,990,317	2,013,133	2,093,084	2,257,817	1,385,769	2,262,680	2,263,812
Dept 335 - FIRE								
101-335-702.100	SALARIES	979,146	969,077	1,147,365	1,144,017	783,355	1,095,764	1,097,337
101-335-702.200	WAGES	109	51	90				
101-335-702.300	OVERTIME	129,384	112,673	75,279	94,000	53,566	83,500	83,500

Fund 101 - GENERAL FUND		2017-18	2018-19	2019-20	2020-21	2020-21	2021-22	2021-22
GL NUMBER	DESCRIPTION	ACTIVITY	ACTIVITY	ACTIVITY	AMENDED	ACTIVITY	REQUESTED	RECOMMENDED
					BUDGET	THRU 02/28/21	BUDGET	BUDGET
101-335-702.500	MEAL ALLOWANCE	13,500	12,750	13,500	14,400	11,200	14,400	14,400
101-335-702.600	UNIFORMS	1,000	900	2,200	3,600	2,600	3,600	3,600
101-335-702.800	ACCRUED SICK LEAVE	4,467	4,718	3,782	4,955	4,192	4,955	4,955
101-335-715.000	SOCIAL SECURITY (FICA)	19,164	19,520	21,403	25,300	14,887	20,046	20,166
101-335-716.000	FRINGES	85	41	73				
101-335-716.100	HEALTH INSURANCE	227,145	220,336	249,136	283,306	154,230	256,473	256,473
101-335-716.200	DENTAL INSURANCE	7,073	6,701	7,822	11,113	6,650	10,215	10,215
101-335-716.300	OPTICAL INSURANCE	1,067	1,002	1,061	1,249	746	1,074	1,074
101-335-716.400	LIFE INSURANCE	4,452	4,364	4,484	4,360	2,893	4,352	4,352
101-335-716.500	DISABILITY INSURANCE	7,843	7,714	7,526	8,115	5,342	8,615	8,615
101-335-716.600	PHYSICALS			567		146	250	250
101-335-717.000	UNEMPLOYMENT INSURANCE	773	810	169	800		800	800
101-335-718.000	RETIREMENT	173,126	153,515	194,504				
101-335-718.100	MUNICIPAL EMPLOYEES RETIREMENT PROGRAM			9,626	239,525	130,130	217,277	217,277
101-335-718.200	DEFINED CONTRIBUTION	2,303	2,349	2,404	2,435	1,641	5,666	5,808
101-335-719.000	WORKERS' COMPENSATION	25,567	24,271	34,175	35,115	20,577	35,115	35,115
101-335-728.000	OPERATING SUPPLIES	8,622	12,270	7,953	9,000	5,022	11,000	9,000
101-335-728.100	SUPPLIES	24,227	20,358	22,434	28,000	8,070	28,000	28,000
101-335-741.000	UNIFORMS & CLEANING	19,305	18,343	12,800	15,000	3,475	15,000	15,000
101-335-751.000	GAS & OIL	29,558	24,593	18,529	27,000	8,853	27,000	27,000
101-335-818.000	CONTRACTUAL SERVICES	92,895	77,702	83,493	85,000	48,194	85,000	85,000
101-335-820.100	ELECTRICITY	11,617	11,324	11,607	12,200	6,915	12,200	12,200
101-335-820.200	GAS	4,394	5,088	4,486	4,200	2,589	5,000	5,000
101-335-820.300	TELEPHONE	3,335	3,314	3,522	3,000	1,999	3,200	3,200
101-335-820.400	WATER & SEWER	2,978	3,232	3,301	3,000	1,771	3,500	3,500
101-335-820.500	REFUSE	378	397	510	500	364	500	500
101-335-831.000	BUILDING MAINTENANCE	4,864	6,853	4,719	6,000	1,798	6,000	6,000
101-335-833.000	EQUIPMENT MAINTENANCE	4,804	5,037	2,882	6,000	3,327	6,000	6,000
101-335-833.400	EQUIP MAINT - MOBILE	34,430	54,115	32,515	40,000	23,608	45,000	40,000
101-335-860.000	EDUCATION & TRAINING	23,563	8,408	6,916	7,500	1,432	8,000	8,000
	FOOTNOTE AMOUNTS:						1,940	
	ESO FIREHOUSE TRAINING							
101-335-976.000	BUILDING ADD & IMPROVEMENTS	8,594						
101-335-978.000	EQUIPMENT	11,649						
Totals for dept 335 - FIRE		1,881,417	1,791,826	1,990,833	2,118,690	1,309,572	2,017,502	2,012,337
Dept 370 - BUILDING AND SAFETY								
101-370-702.100	SALARIES	35,009	42,036	39,765	40,094	27,551	78,835	80,333
101-370-702.200	WAGES	24,900	25,439	32,487	36,400	19,304	37,271	37,271
101-370-715.000	SOCIAL SECURITY (FICA)	4,566	5,133	5,508	5,852	3,570	8,848	8,963

Fund 101 - GENERAL FUND		2017-18	2018-19	2019-20	2020-21	2020-21	2021-22	2021-22
GL NUMBER	DESCRIPTION	ACTIVITY	ACTIVITY	ACTIVITY	AMENDED	ACTIVITY	REQUESTED	RECOMMENDED
					BUDGET	THRU 02/28/21	BUDGET	BUDGET
101-370-716.100	HEALTH INSURANCE	17,710	16,950	14,033	17,946	9,469	24,336	24,336
101-370-716.200	DENTAL INSURANCE	773	594	431	489	311	734	734
101-370-716.300	OPTICAL INSURANCE	109	81	60	63	40	115	115
101-370-716.400	LIFE INSURANCE	139	139	156	157	105	238	238
101-370-716.500	DISABILITY INSURANCE	353	434	408	396	281	603	603
101-370-717.000	UNEMPLOYMENT INSURANCE	81	83	13	90	6	15	15
101-370-718.200	DEFINED CONTRIBUTION	1,232	1,681	1,591	1,600	1,102	7,068	7,203
101-370-719.000	WORKERS' COMPENSATION	752	256	456	500	366	500	500
101-370-728.000	OPERATING SUPPLIES	1,565	3,537	1,666	2,000	793	2,000	2,000
101-370-818.000	CONTRACTUAL SERVICES	127,440	131,931	142,768	146,300	75,692	181,000	181,000
	SAFEBUILT ANNUAL RATE						104,000	
	MECHANICAL PLUMBING (3 YR AVE)						31,000	
	ELECTRICAL (BASED ON 2020 1099)						10,000	
	GL # FOOTNOTE TOTAL:						145,000	
101-370-820.300	TELEPHONE	273	56					
101-370-858.000	MEMBERSHIPS & DUES			163	165		165	165
101-370-860.000	EDUCATION & TRAINING		1,130	285	1,000		1,000	1,000
Totals for dept 370 - BUILDING AND SAFETY		214,902	229,480	239,790	253,052	138,590	342,728	344,476
Dept 441 - PUBLIC WORKS								
101-441-702.100	SALARIES	61,026	62,244	76,487	79,650	54,459	82,000	83,945
101-441-702.200	WAGES	30,923	23,539	38,108	52,259	34,855	60,000	60,000
101-441-702.400	WAGES - TEMPORARY	4,537	2,728	113	4,200			
101-441-703.000	OTHER COMPENSATION	64,654	78,659	122,987	80,000	60,934	89,000	89,000
101-441-715.000	SOCIAL SECURITY (FICA)	35,702	35,736	37,233	40,106	23,372	40,599	40,773
101-441-716.000	FRINGES	(262,054)	(258,328)	(221,021)	(258,000)	(184,823)	(260,000)	(260,000)
101-441-716.100	HEALTH INSURANCE	107,369	113,545	118,955	127,268	61,539	125,486	125,486
101-441-716.200	DENTAL INSURANCE	5,118	4,691	4,376	5,432	2,453	4,507	4,507
101-441-716.300	OPTICAL INSURANCE	555	530	591	642	363	684	684
101-441-716.400	LIFE INSURANCE	1,115	1,118	1,690	1,213	1,298	2,282	2,282
101-441-716.500	DISABILITY INSURANCE	3,700	3,674	3,718	3,853	2,192	4,305	4,305
101-441-717.000	UNEMPLOYMENT INSURANCE	568	553	96	560	5	560	560
101-441-718.000	RETIREMENT	97,099	103,829	126,937				
101-441-718.100	MUNICIPAL EMPLOYEES RETIREMENT PR	9,378	9,174	11,310	155,725	77,755	117,672	117,672
101-441-718.200	DEFINED CONTRIBUTION	11,228	11,629	12,056	11,767	7,785	31,305	31,390
101-441-719.000	WORKERS' COMPENSATION	14,575	18,178	21,152	21,575	12,942	17,256	17,256
101-441-728.000	OPERATING SUPPLIES	4,489	3,351	4,049	4,000	3,179	13,500	13,500
	WIRE WELDER \$2,500, PLASMA CUTTER \$3,500, AIR COMPRESSOR \$3,500 AND MISC OTHER \$4,000							
101-441-751.000	GAS & OIL	2,373	1,185	1,308	2,600	499	2,400	2,400
	FEWER FLEET VEHICLES AND LOWER FUEL PRICES JUSTIFY SOME REDUCTION							

Fund 101 - GENERAL FUND		2017-18	2018-19	2019-20	2020-21	2020-21	2021-22	2021-22
GL NUMBER	DESCRIPTION	ACTIVITY	ACTIVITY	ACTIVITY	AMENDED	ACTIVITY	REQUESTED	RECOMMENDED
					BUDGET	THRU 02/28/21	BUDGET	BUDGET
101-441-818.000	CONTRACTUAL SERVICES	21,158	14,068	4,636	22,250	1,786	4,000	4,000
DECREASE TO \$4,000 TO COVER CURRENT AND EXPECTED ADDITIONAL SOFTWARE MAINT LICENSE, RANDOM DRUG SCREENING, AND AND FOR BS&A APPLICABLE SYSTEM CHARGES. CONTRACT MOWING SERVICES NO LONGER NECESSARY FOR CITY OWNED LOTS.								
101-441-820.100	ELECTRICITY	7,706	8,876	8,355	10,000	5,359	10,000	10,000
101-441-820.200	GAS	4,760	5,013	4,403	5,000	2,368	5,100	5,100
101-441-820.300	TELEPHONE	4,645	3,297	2,489	4,700	1,748	4,700	4,700
101-441-820.400	WATER & SEWER	1,461	3,388	3,350	3,700	1,645	3,700	3,700
101-441-820.500	REFUSE	1,147	1,197	1,092	1,250	792	1,300	1,300
101-441-821.000	STREET LIGHTING	133,426	196,467	195,726	200,000	114,720	206,000	206,000
101-441-822.000	DISPOSAL AREA(LANDFILL)	9,701		7,076	12,000		10,000	10,000
HOPKINS LAKE ARE - VARIOUS EXCAVATION DEBRIS								
101-441-831.000	BUILDING MAINTENANCE	2,216	4,127	3,410	4,000	3,018	13,250	13,250
REPLACE 5 DPW GARAGE DOORS AT \$1,850 EACH								
101-441-831.100	STORM SEWER MAINTENANCE	26,637	42,123	41,116	73,600	65,106	20,000	20,000
STORM DRAIN MAINTENANCE, AND GEODATABASE UPDATES								
101-441-836.200	TREES & GARDEN	135	123	398	2,500		2,500	2,500
101-441-838.000	MISCELLANEOUS OPERATIONS	36,936	43,076	2,780		3,053	3,000	3,000
CONTINGENCY FUNDS - NORMALLY ASSOCIATED WITH VANDALSIM OF DOWNTOWN STRUCTURES								
101-441-843.000	EQUIPMENT RENTAL	28,376	31,287	29,181	40,000	20,583	38,000	38,000
101-441-860.000	EDUCATION & TRAINING	1,024	898	3,781	4,000	908	4,000	4,000
101-441-860.100	SAFETY TRAINING	147	465	73	1,000	611	1,000	1,000
101-441-975.000	BUILDING IMPROVEMENTS				2,250			
Totals for dept 441 - PUBLIC WORKS		471,830	570,440	668,011	719,100	380,504	658,106	660,310
Dept 528 - LEAF AND BRUSH COLLECTION								
101-528-702.200	WAGES	42,476	50,662	50,624	52,000	45,396	55,000	55,000
101-528-702.400	WAGES - TEMPORARY	3,235	2,464	275	2,500			
101-528-715.000	SOCIAL SECURITY (FICA)	247	259	21	383			
101-528-716.000	FRINGES	33,148	40,215	40,768	40,560	30,712	40,000	40,000
101-528-728.000	OPERATING SUPPLIES	220	175	108	1,000	135	500	500
101-528-818.000	CONTRACTUAL SERVICES	9,943	8,890	8,803	9,920	10,620	16,000	16,000
INCREASE NECESSARY TO CATCH UP ON LEFT OVER PILES OF: TREE AND STUMP REMOVAL ACTIVITY 2019 THRU 2020, AND STORM DRAINAGE DITCH CLEARINGS 2020, AND STROM DAMAGE 2019.								
101-528-843.000	EQUIPMENT RENTAL	91,497	119,957	103,237	120,000	108,389	120,000	120,000
Totals for dept 528 - LEAF AND BRUSH COLLECTION		180,766	222,622	203,836	226,363	195,252	231,500	231,500
Dept 585 - PARKING								
101-585-702.200	WAGES	7,997	9,294	4,891	9,248	4,149	8,000	8,000
101-585-716.000	FRINGES	6,241	7,451	3,939	6,200	2,796	6,000	6,000
101-585-728.000	OPERATING SUPPLIES	341	92	9,251	12,000	5,545	6,000	6,000

Fund 101 - GENERAL FUND		2017-18	2018-19	2019-20	2020-21	2020-21	2021-22	2021-22
GL NUMBER	DESCRIPTION	ACTIVITY	ACTIVITY	ACTIVITY	AMENDED	ACTIVITY	REQUESTED	RECOMMENDED
					BUDGET	THRU 02/28/21	BUDGET	BUDGET
101-585-818.000	CONTRACTUAL SERVICES		210					
101-585-834.000	MAINTENANCE	273	205	1,031	1,000	310	1,000	1,000
101-585-843.000	EQUIPMENT RENTAL	13,605	15,637	6,415	14,000	7,905	12,000	12,000
Totals for dept 585 - PARKING		28,457	32,889	25,527	42,448	20,705	33,000	33,000
Dept 728 - COMMUNITY DEVELOPMENT								
101-728-702.100	SALARIES	74,125	57,378	6,158	6,143	4,225	9,648	9,888
101-728-702.400	WAGES - TEMPORARY	205	378	100				
101-728-702.800	ACCRUED SICK LEAVE	(720)						
101-728-715.000	SOCIAL SECURITY (FICA)	5,640	4,422	478	470	323	735	753
101-728-716.100	HEALTH INSURANCE	6,857	6,103	2,122	2,790	1,420	2,210	2,210
101-728-716.200	DENTAL INSURANCE	119	233	65	73	47	73	73
101-728-716.300	OPTICAL INSURANCE	17	31	9	9	6	9	9
101-728-716.400	LIFE INSURANCE	527	391	25	24	16	24	24
101-728-716.500	DISABILITY INSURANCE	858	524	63	59	43	60	60
101-728-717.000	UNEMPLOYMENT INSURANCE	41	82		25		25	25
101-728-718.000	RETIREMENT	108	227	72				
101-728-718.200	DEFINED CONTRIBUTION	3,099	2,295	246	246	169	865	887
101-728-719.000	WORKERS' COMPENSATION	164	176	220	240		250	250
101-728-728.000	OPERATING SUPPLIES	387	307		500		500	500
101-728-818.000	CONTRACTUAL SERVICES	24,207	34,855	83,977	56,630	34,495	70,755	70,755
FOOTNOTE AMOUNTS:							1,175	
ERSI								
FOOTNOTE AMOUNTS:							45,000	
COMMUNITY IMAGE BUILDERS (EST)								
FOOTNOTE AMOUNTS:							24,580	
DDA CONTRACT								
GL # FOOTNOTE TOTAL:							70,755	
101-728-858.000	MEMBERSHIPS & DUES	380	587	163	163		165	165
101-728-860.000	EDUCATION & TRAINING	3,319	913					
Totals for dept 728 - COMMUNITY DEVELOPMENT		119,333	108,902	93,698	67,372	40,744	85,319	85,599
Dept 756 - PARKS								
101-756-702.200	WAGES	43,627	43,646	32,230	45,000	23,927	45,000	45,000
101-756-702.400	WAGES - TEMPORARY	2,132	2,687	1,833	3,300		3,300	3,300
101-756-716.000	FRINGES	35,636	36,820	27,431	38,000	17,857	38,000	38,000
101-756-728.000	OPERATING SUPPLIES	2,811	919	614	4,083	2,774	3,000	3,000
101-756-818.000	CONTRACTUAL SERVICES	7,207	12,195	26,629	18,000	104	7,293	7,293
NEWSLETTER							420	
FRIENDS OF THE RIVER ANNUAL MAINTENANCE							6,873	

Fund 101 - GENERAL FUND		2017-18	2018-19	2019-20	2020-21	2020-21	2021-22	2021-22
GL NUMBER	DESCRIPTION	ACTIVITY	ACTIVITY	ACTIVITY	AMENDED	ACTIVITY	REQUESTED	RECOMMENDED
					BUDGET	THRU 02/28/21	BUDGET	BUDGET
	GL # FOOTNOTE TOTAL:						7,293	
101-756-820.100	ELECTRICITY	9,660	10,011	8,166	10,500	6,216	10,500	10,500
101-756-820.400	WATER & SEWER	8,176	7,259	6,838	15,000	7,550	21,000	21,000
	INCREASE DUE TO RATE HIKE AND ELIMINATION OF RECYCLED WATER AT THE BENTLEY PARK SPLASH PAD.							
101-756-820.500	REFUSE	491	300	548	700		700	700
101-756-831.000	BUILDING MAINTENANCE	11,136	12,575	9,584	1,850	9,801	12,000	12,000
	HARMON PARTRIDGE PARK PAVILIONS REQUIRE PAINTING AND RESTORATION WORK. ESTIMATE SUPPLIES AT \$2,500.00							
101-756-831.200	BLDG MAINTENANCE-BALLFIELDS	1,697	2,653	3,341	4,000	850	3,500	3,500
101-756-836.200	TREES & GARDEN	538			1,000		1,000	1,000
101-756-843.000	EQUIPMENT RENTAL	58,011	61,870	55,389	62,000	33,188	58,000	58,000
101-756-974.000	LAND IMPROVEMENTS	82,663	142,633	9,424	24,000	34,710		
	Totals for dept 756 - PARKS	263,785	333,568	182,027	227,433	136,977	203,293	203,293
	Dept 966 - TRANSFERS OUT							
101-966-999.202	TRANSFER TO MAJOR STREET	214,247						
101-966-999.297	TRANSFER TO HISTORICAL COMMISSION	33,000	33,000	40,000	40,000	26,902	17,000	17,000
101-966-999.400	TRANSFER TO CAPITAL PROJECTS		358,840	291,989	68,143	68,143	698,103	698,103
101-966-999.700	TRANSFER TO AIRPORT	6,978	7,346	7,732	8,139	4,070	8,568	8,568
101-966-999.731	TRANSFER-RETIREMENT	156,019	184,243	134,714				
	Totals for dept 966 - TRANSFERS OUT	410,244	583,429	474,435	116,282	99,115	723,671	723,671
	TOTAL APPROPRIATIONS	7,413,351	7,648,497	7,893,556	8,033,132	5,116,206	8,775,079	8,739,235
	NET OF REVENUES/APPROPRIATIONS - FUND 101	371,209	439,338	(26,327)		1,602,396	(858,334)	(822,490)
							Projected Beginning Working Capital 6/30/21	2,997,281
							Ending Projected Working Capital 6/30/22	2,174,791

04/12/2021 BUDGET REPORT FOR CITY OF OWOSSO								
Calculations as of 02/28/2021								
STREET FUNDS		2017-18	2018-19	2019-20	2020-21	2020-21	2021-22	2021-22
		ACTIVITY	ACTIVITY	ACTIVITY	AMENDED	ACTIVITY	REQUESTED	RECOMMENDED
GL NUMBER	DESCRIPTION				BUDGET	THRU 02/28/21	BUDGET	BUDGET
Fund 202 - MAJOR STREET FUND								
ESTIMATED REVENUES								
Dept 000 - REVENUE								
202-000-501.506	GRANT-FEDERAL	129,616	503,474	471,117			300,000	300,000
	GOULD ST PROJECT CONST 6/1/21-10/31/21 \$1,034,621X80%							
	FOOTNOTE AMOUNTS:						300,000	
	FEDL SMALL URBAN GRANT \$375K X 80%							
202-000-539.529	STATE SOURCES	363,792	39,456	43,597	39,000		39,000	39,000
202-000-539.546	TRUNKLINE MAINTENANCE	50,206	39,039	19,476	37,000	13,195	39,378	39,378
202-000-539.569	GAS & WEIGHT TAX	1,203,219	1,167,263	1,219,453	1,155,529	666,992	1,369,695	1,369,695
202-000-664.664	INTEREST INCOME	150	5,131	6,347	2,500	6	150	150
202-000-671.694	MISCELLANEOUS	7,798		6,000		357		
202-000-695.101	GENERAL FUND TRANSFER	214,247						
202-000-695.411	TRANSFER FROM STREET PROGRAM	2,815,000	1,246,935	1,147,710	500,000		674,084	674,084
202-000-695.672	SPECIAL ASSESSMENT	138,816	294,525	235,890	100,000	48,478	249,094	249,094
	FOOTNOTE AMOUNTS:						149,094	
	INCLUDES \$49,094 FROM CALEDONIA TWP-GOULD ST							
	FOOTNOTE AMOUNTS:						100,000	
	PRIOR ASSESSMENTS							
	GL # FOOTNOTE TOTAL:						249,094	
202-000-695.699	APPROPRIATION OF FUND BALANCE				697,331			
Totals for dept 000 - REVENUE		4,922,844	3,295,823	3,149,590	2,531,360	729,028	2,671,401	2,671,401
TOTAL ESTIMATED REVENUES		4,922,844	3,295,823	3,149,590	2,531,360	729,028	2,671,401	2,671,401
APPROPRIATIONS								
Dept 451 - CONSTRUCTION								
202-451-716.000	FRINGES	1,586						
202-451-728.000	OPERATING SUPPLIES	3						
202-451-818.000	CONTRACTUAL SERVICES	3,063,710	2,636,118	2,119,103	1,462,386	930,139	927,698	927,698
Totals for dept 451 - CONSTRUCTION		3,065,299	2,636,118	2,119,103	1,462,386	930,139	927,698	927,698
Dept 463 - STREET MAINTENANCE								
202-463-702.200	WAGES	37,977	29,241	29,918	44,000	14,126	35,000	35,000

STREET FUNDS		2017-18	2018-19	2019-20	2020-21	2020-21	2021-22	2021-22
GL NUMBER	DESCRIPTION	ACTIVITY	ACTIVITY	ACTIVITY	AMENDED BUDGET	ACTIVITY THRU 02/28/21	REQUESTED BUDGET	RECOMMENDED BUDGET
202-463-716.000	FRINGES	36,537	28,584	29,529	41,000	22,675	41,000	41,000
202-463-728.000	OPERATING SUPPLIES	24,609	18,651	18,374	25,000	6,174	25,000	25,000
202-463-818.000	CONTRACTUAL SERVICES	27,030	55,653	104,770	211,000	83,002	259,500	259,500
	FOOTNOTE AMOUNTS: STREET PATCH PROGRAM						50,000	
	FOOTNOTE AMOUNTS: SIDEWALK PROGRAM						50,000	
	FOOTNOTE AMOUNTS: OTHER ENGINEERING SERVICES-SURVEYING						15,000	
	FOOTNOTE AMOUNTS: CHIPSEAL CONTRACT NO 1						69,000	
	FOOTNOTE AMOUNTS: CHIPSEAL CONTRACT NO 2						75,500	
	GL # FOOTNOTE TOTAL:						259,500	
202-463-843.000	EQUIPMENT RENTAL	46,076	41,459	56,280	50,000	20,537	50,000	50,000
Totals for dept 463 - STREET MAINTENANCE		172,229	173,588	238,871	371,000	146,514	410,500	410,500
Dept 473 - BRIDGE MAINTENANCE								
202-473-702.200	WAGES	73	97		200	84		
202-473-716.000	FRINGES	70	95		200	160		
202-473-818.000	CONTRACTUAL SERVICES	850		3,101	12,000		12,000	12,000
	BRIDGE REPAIRS							
202-473-843.000	EQUIPMENT RENTAL	23	28			63		
Totals for dept 473 - BRIDGE MAINTENANCE		1,016	220	3,101	12,400	307	12,000	12,000
Dept 474 - TRAFFIC SERVICES-MAINTENANCE								
202-474-702.200	WAGES	2,003	1,475	2,242	2,200	736	2,200	2,200
202-474-716.000	FRINGES	1,927	1,442	2,213	2,100	909	2,100	2,100
202-474-728.000	OPERATING SUPPLIES	2,235	907	560	2,000	630	2,500	2,500
	CONTINUE REPLACING WORN TRAFFIC CONTROL SIGNAGE							
202-474-818.000	CONTRACTUAL SERVICES	12,642	14,640	21,110	15,000		16,000	16,000
	FOOTNOTE AMOUNTS: TRAFFIC SIGNAL MAINTENANCE						16,000	
202-474-820.000	UTILITIES	1,394	2,924	544	2,500	75	2,500	2,500
202-474-843.000	EQUIPMENT RENTAL	1,513	1,311	1,683	1,200	394	1,200	1,200
Totals for dept 474 - TRAFFIC SERVICES-MAINTENANCE		21,714	22,699	28,352	25,000	2,744	26,500	26,500
Dept 478 - SNOW & ICE CONTROL								
202-478-702.200	WAGES	25,634	25,338	16,011	21,000	19,042	21,000	21,000
202-478-716.000	FRINGES	24,662	25,009	15,803	21,000	36,023	21,000	21,000
202-478-728.000	OPERATING SUPPLIES	43,608	51,464	42,665		48,319	48,000	48,000

STREET FUNDS		2017-18	2018-19	2019-20	2020-21	2020-21	2021-22	2021-22
GL NUMBER	DESCRIPTION	ACTIVITY	ACTIVITY	ACTIVITY	AMENDED BUDGET	ACTIVITY THRU 02/28/21	REQUESTED BUDGET	RECOMMENDED BUDGET
SALT AND AGGREGATE USAGE								
202-478-843.000	EQUIPMENT RENTAL	63,005	60,921	36,094	45,000	46,520	45,000	45,000
Totals for dept 478 - SNOW & ICE CONTROL		156,909	162,732	110,573	87,000	149,904	135,000	135,000
Dept 480 - TREE TRIMMING								
202-480-702.200	WAGES	9,042	6,442	19,870	8,500	2,821	8,500	8,500
202-480-716.000	FRINGES	8,699	6,317	19,612	7,500	4,265	7,500	7,500
202-480-728.000	OPERATING SUPPLIES	825		115	1,000		800	800
202-480-818.000	CONTRACTUAL SERVICES	850	1,300	16,500	30,000		30,000	30,000
TREE REMOVAL SERVICES								
202-480-843.000	EQUIPMENT RENTAL	16,416	10,140	37,997	20,000	4,588	15,000	15,000
Totals for dept 480 - TREE TRIMMING		35,832	24,199	94,094	67,000	11,674	61,800	61,800
Dept 482 - ADMINISTRATION & ENGINEERING								
202-482-702.100	SALARIES	50,721	57,085	43,606	48,768	28,544	48,364	48,912
202-482-702.800	ACCRUED SICK LEAVE	8,841						
202-482-715.000	SOCIAL SECURITY (FICA)	4,679	4,367	3,337	3,731	2,184	3,691	3,733
FOOTNOTE AMOUNTS: WAGE INCR FOR CITY ENG(WAGE,FICA,DC)=\$6500 202/203 \$2275 EA 590/591 \$975 EA							2,275	
202-482-716.100	HEALTH INSURANCE	3,853	3,068	2,412	4,991	2,665	5,156	5,156
202-482-716.200	DENTAL INSURANCE	182	116	83	151	90	171	171
202-482-716.300	OPTICAL INSURANCE	22	14	11	19	11	21	21
202-482-716.400	LIFE INSURANCE	119	207	175	170	114	170	170
202-482-716.500	DISABILITY INSURANCE	213	328	277	250	180	273	273
202-482-718.000	RETIREMENT	11,170						
202-482-718.200	DEFINED CONTRIBUTION	422	1,275	854	859	578	2,146	2,195
202-482-719.000	WORKERS' COMPENSATION	208	368	340	400	357	400	400
202-482-801.000	PROFESSIONAL SERVICES: ADMINISTRATI'	1,531	247	247		269		
202-482-860.000	EDUCATION & TRAINING		367	470	1,000	178	2,250	2,250
							2,000	
NEW EMPLOYEES. EXPECT TRAINING OPPORTUNITIES TO OPEN UP POST PANDEMIC RESTRICTIONS. APWA MICHIGAN CHAPTER ROADS SCHOLAR PROGRAM FOR TWO DPW EMPLOYEES @ \$1,250.00 LOCALS & MAJORS. INCREASE BUDGET LINE ITEM TO \$2,250.00								
202-482-999.101	CONTRIBUTION-GF ADMIN	109,408	116,726	121,945	115,553	66,699	136,969	136,969
Totals for dept 482 - ADMINISTRATION & ENGINEERING		191,369	184,168	173,757	175,892	101,869	199,611	200,250
Dept 485 - LOCAL STREET TRANSFER								
202-485-999.203	TRANSFER TO LOCAL STREET	339,166	361,852	378,030	288,882	206,768	342,424	342,424
25% ACT 51								
Totals for dept 485 - LOCAL STREET TRANSFER		339,166	361,852	378,030	288,882	206,768	342,424	342,424

STREET FUNDS		2017-18	2018-19	2019-20	2020-21	2020-21	2021-22	2021-22
GL NUMBER	DESCRIPTION	ACTIVITY	ACTIVITY	ACTIVITY	AMENDED BUDGET	ACTIVITY THRU 02/28/21	REQUESTED BUDGET	RECOMMENDED BUDGET
Dept 486 - TRUNKLINE SURFACE MAINTENANCE								
202-486-702.200	WAGES	498	232	229	500	59	500	500
202-486-716.000	FRINGES	479	229	226	500	58	500	500
202-486-728.000	OPERATING SUPPLIES	911	783	294	1,500	1,729		
202-486-818.000	CONTRACTUAL SERVICES		576			5,295		
202-486-843.000	EQUIPMENT RENTAL	266	199	266	1,500	33		
Totals for dept 486 - TRUNKLINE SURFACE MAINTENANCE		2,154	2,019	1,015	4,000	7,174	1,000	1,000
Dept 488 - TRUNKLINE SWEEPING & FLUSHING								
202-488-702.200	WAGES	425	338	390	450	216	450	450
202-488-716.000	FRINGES	409	333	385	450	213	450	450
202-488-818.000	CONTRACTUAL SERVICES	555	653	649	800	675	800	800
202-488-843.000	EQUIPMENT RENTAL	1,887	2,072	2,045	1,600	903	2,000	2,000
Totals for dept 488 - TRUNKLINE SWEEPING & FLUSHING		3,276	3,396	3,469	3,300	2,007	3,700	3,700
Dept 490 - TRUNKLINE TREE TRIIM & REMOVAL								
202-490-702.200	WAGES	129	64		100		100	100
202-490-716.000	FRINGES	124	61		100		100	100
202-490-843.000	EQUIPMENT RENTAL	162	49		200			
Totals for dept 490 - TRUNKLINE TREE TRIIM & REMOVAL		415	174		400		200	200
Dept 491 - TRUNKLINE STORM DRAIN, CURBS								
202-491-702.200	WAGES	1,279	104	249	500	865	500	500
202-491-716.000	FRINGES	1,230	103	245	500	1,472	500	500
202-491-728.000	OPERATING SUPPLIES				2,000		2,000	2,000
202-491-843.000	EQUIPMENT RENTAL	1,453	200	391	2,500	1,685	2,500	2,500
Totals for dept 491 - TRUNKLINE STORM DRAIN, CURBS		3,962	407	885	5,500	4,022	5,500	5,500
Dept 492 - TRUNKLINE ROADSIDE CLEANUP								
202-492-702.200	WAGES	92		28	100	10	100	100
202-492-716.000	FRINGES	88		27	100	19	100	100
202-492-843.000	EQUIPMENT RENTAL	36		10	400	5		
Totals for dept 492 - TRUNKLINE ROADSIDE CLEANUP		216		65	600	34	200	200
Dept 494 - TRUNKLINE TRAFFIC SIGNS								
202-494-702.200	WAGES	39	37	94	100	82	100	100
202-494-716.000	FRINGES	37	37	93	100	155	100	100
202-494-728.000	OPERATING SUPPLIES	178	169	131	400	154	200	200
202-494-843.000	EQUIPMENT RENTAL	30	56	114	200	194	200	200
Totals for dept 494 - TRUNKLINE TRAFFIC SIGNS		284	299	432	800	585	600	600

STREET FUNDS		2017-18	2018-19	2019-20	2020-21	2020-21	2021-22	2021-22
		ACTIVITY	ACTIVITY	ACTIVITY	AMENDED	ACTIVITY	REQUESTED	RECOMMENDED
GL NUMBER	DESCRIPTION				BUDGET	THRU 02/28/21	BUDGET	BUDGET
Dept 496 - TRUNKLINE TRAFFIC SIGNALS								
202-496-843.000	EQUIPMENT RENTAL			5	200			
Totals for dept 496 - TRUNKLINE TRAFFIC SIGNALS				5	200			
Dept 497 - TRUNKLINE SNOW & ICE CONTROL								
202-497-702.200	WAGES	4,168	3,541	3,165	3,500	2,984	3,500	3,500
202-497-716.000	FRINGES	4,010	3,495	3,124	3,500	5,646	3,500	3,500
202-497-728.000	OPERATING SUPPLIES	14,310	13,348	12,195	12,000	16,947	17,000	17,000
202-497-843.000	EQUIPMENT RENTAL	11,833	8,769	8,064	8,000	7,750	8,000	8,000
Totals for dept 497 - TRUNKLINE SNOW & ICE CONTROL		34,321	29,153	26,548	27,000	33,327	32,000	32,000
TOTAL APPROPRIATIONS		4,028,162	3,601,024	3,178,300	2,531,360	1,597,068	2,158,733	2,159,372
NET OF REVENUES/APPROPRIATIONS - FUND 202		894,682	(305,201)	(28,710)		(868,040)	512,668	512,029
						Projected Beginning Working Capital 6/30/21		516,277
						Ending Projected Working Capital 6/30/22		1,028,306

STREET FUNDS		2017-18	2018-19	2019-20	2020-21	2020-21	2021-22	2021-22
		ACTIVITY	ACTIVITY	ACTIVITY	AMENDED	ACTIVITY	REQUESTED	RECOMMENDED
GL NUMBER	DESCRIPTION				BUDGET	THRU 02/28/21	BUDGET	BUDGET
Fund 203 - LOCAL STREET FUND								
ESTIMATED REVENUES								
Dept 000 - REVENUE								
203-000-501.506	FEDERAL GRANTS	1,999						
203-000-539.529	STATE SOURCES	14,348	13,863	15,318	13,700		15,300	15,300
203-000-539.556	STATE SOURCES-PA207		187,320					
203-000-539.569	GAS & WEIGHT TAX	399,183	427,599	446,573	423,900	244,248	500,974	500,974
FROM ACT 51 WORKSHEET FROM MDOT								
203-000-664.664	INTEREST INCOME	64	3,239	3,556	1,500	(23)	50	50
203-000-671.694	MISCELLANEOUS	337		1,731				
203-000-695.202	MAJOR STREET TRANSFER	339,166	361,852	378,030	288,882	206,768	342,424	342,424
TRANSFER AT 25%								
203-000-695.288	TRANSFER IN FROM COMPONENT UNIT	233,909						
203-000-695.411	TRANSFER FROM CAPITAL PROJECTS		775,533	1,800,000	500,000		500,000	500,000
203-000-695.672	SPECIAL ASSESSMENT	42,301	84,391	268,799	61,000		61,000	61,000
203-000-695.699	APPROPRIATION OF FUND BALANCE				223,175		32,457	33,096
Totals for dept 000 - REVENUE		1,031,307	1,853,797	2,914,007	1,512,157	450,993	1,452,205	1,452,844
TOTAL ESTIMATED REVENUES		1,031,307	1,853,797	2,914,007	1,512,157	450,993	1,452,205	1,452,844
APPROPRIATIONS								
Dept 451 - CONSTRUCTION								
203-451-818.000	CONTRACTUAL SERVICES	345,018	1,147,922	1,451,770	787,367	784,081	672,216	672,216
FOOTNOTE AMOUNTS:							10,000	
MISC ENGINEERING SURVEYING							162,216	
FOOTNOTE AMOUNTS:							500,000	
MAPLE AVE REHAB								
FOOTNOTE AMOUNTS:							672,216	
CRUSH AND SHAPE								
GL # FOOTNOTE TOTAL:							672,216	
Totals for dept 451 - CONSTRUCTION		345,018	1,147,922	1,451,770	787,367	784,081	672,216	672,216
Dept 463 - STREET MAINTENANCE								
203-463-702.200	WAGES	44,490	34,074	41,102	45,000	18,033	45,000	45,000
203-463-716.000	FRINGES	42,804	33,288	40,568	44,000	25,386	44,000	44,000
203-463-728.000	OPERATING SUPPLIES	22,190	19,400	18,475	25,000	8,719	25,000	25,000
203-463-818.000	CONTRACTUAL SERVICES	55,352	166,714	162,831	251,000	109,463	294,750	294,750
FOOTNOTE AMOUNTS:							50,000	
STREET PATCH PROGRAM								

STREET FUNDS		2017-18	2018-19	2019-20	2020-21	2020-21	2021-22	2021-22
		ACTIVITY	ACTIVITY	ACTIVITY	AMENDED	ACTIVITY	REQUESTED	RECOMMENDED
GL NUMBER	DESCRIPTION				BUDGET	THRU 02/28/21	BUDGET	BUDGET
	FOOTNOTE AMOUNTS:						50,000	
	SIDEWALK RESTORATION PROGRAM							
	FOOTNOTE AMOUNTS:						5,000	
	GEODATABASE SUPPORT							
	FOOTNOTE AMOUNTS:						8,000	
	MISC ENGINEERING SUPPORT STORM WATER, SURVEY							
	FOOTNOTE AMOUNTS:						10,000	
	CONTRACTOR SUPPORT STORM SEWER TV/CLEAN/INSPECT							
	FOOTNOTE AMOUNTS:						30,000	
	STORM SEWER REPAIRS							
	FOOTNOTE AMOUNTS:						66,250	
	CHIPSEAL CONTRACT NO 1 \$147,026 X 90% 50% MAJOR 50% LOCAL							
	FOOTNOTE AMOUNTS:						75,500	
	CHIPSEAL CONTRAACT NO 2							
	GL # FOOTNOTE TOTAL:						294,750	
203-463-843.000	EQUIPMENT RENTAL	79,032	66,115	79,362	80,000	35,048	80,000	80,000
	Totals for dept 463 - STREET MAINTENANCE	243,868	319,591	342,338	445,000	196,649	488,750	488,750
	Dept 474 - TRAFFIC SERVICES-MAINTENANCE							
203-474-702.200	WAGES	573	931	857	1,500	373	1,500	1,500
203-474-716.000	FRINGES	551	913	846	1,400	858	1,400	1,400
203-474-728.000	OPERATING SUPPLIES	219	551	71	1,000	2,131	4,000	4,000
	FOOTNOTE AMOUNTS:						4,000	
	PURCHASE OF MORE REGULATORY SIGNAGE TO COMPLETE MDOT REQUIRED PROGRAM							
203-474-843.000	EQUIPMENT RENTAL	287	580	528	1,500	922	1,600	1,600
	Totals for dept 474 - TRAFFIC SERVICES-MAINTENANCE	1,630	2,975	2,302	5,400	4,284	8,500	8,500
	Dept 478 - SNOW & ICE CONTROL							
203-478-702.200	WAGES	14,058	11,546	6,289	15,000	9,318	15,000	15,000
203-478-716.000	FRINGES	13,525	11,396	6,207	15,000	17,627	15,000	15,000
203-478-728.000	OPERATING SUPPLIES	14,699	19,016	25,792	20,000	17,455	20,000	20,000
203-478-843.000	EQUIPMENT RENTAL	36,892	33,387	17,833	35,000	25,509	30,000	30,000
	Totals for dept 478 - SNOW & ICE CONTROL	79,174	75,345	56,121	85,000	69,909	80,000	80,000
	Dept 480 - TREE TRIMMING							
203-480-702.200	WAGES	12,293	7,956	16,986	15,000	10,385	15,000	15,000
203-480-716.000	FRINGES	11,827	7,736	16,765	14,000	14,558	14,000	14,000
203-480-728.000	OPERATING SUPPLIES	889		115	1,000		500	500
203-480-818.000	CONTRACTUAL SERVICES	3,900	1,000	20,025	30,000		30,000	30,000
	TREE REMOVAL SERVICES							
203-480-843.000	EQUIPMENT RENTAL	19,898	11,253	32,585	30,000	19,663	30,000	30,000

STREET FUNDS		2017-18	2018-19	2019-20	2020-21	2020-21	2021-22	2021-22
		ACTIVITY	ACTIVITY	ACTIVITY	AMENDED	ACTIVITY	REQUESTED	RECOMMENDED
GL NUMBER	DESCRIPTION				BUDGET	THRU 02/28/21	BUDGET	BUDGET
Totals for dept 480 - TREE TRIMMING		48,807	27,945	86,476	90,000	44,606	89,500	89,500
Dept 482 - ADMINISTRATION & ENGINEERING								
203-482-702.100	SALARIES	63,001	57,082	43,605	48,768	28,543	48,364	48,912
203-482-715.000	SOCIAL SECURITY (FICA)	4,816	4,366	3,336	3,731	2,183	3,691	3,733
203-482-716.100	HEALTH INSURANCE	3,563	3,068	2,412	4,991	2,665	5,156	5,156
203-482-716.200	DENTAL INSURANCE	311	116	83	151	90	171	171
203-482-716.300	OPTICAL INSURANCE	39	14	11	19	11	21	21
203-482-716.400	LIFE INSURANCE	160	207	175	170	114	170	170
203-482-716.500	DISABILITY INSURANCE	341	327	277	350	180	273	273
203-482-718.000	RETIREMENT	13,276						
203-482-718.200	DEFINED CONTRIBUTION	422	1,274	853	859	577	2,146	2,195
203-482-719.000	WORKERS' COMPENSATION	188	591	648	700	129	700	700
203-482-801.000	PROFESSIONAL SERVICES: ADMINISTRATI'	1,428	124	124		135	200	200
203-482-860.000	EDUCATION & TRAINING		242	470	1,500	178	2,250	2,250
APWA MICHIGAN CHAPTER ROADS SCHOLAR PROGRAM FOR 2 DPW EMPLOYEES. \$1,250 LOCALS AND \$1,250 MAJORS .								
ALSO HAVE NEW EMPLOYEES THAT WILL REQUIRE TRAINING. INCREASE BUDGET LINE ITEM TO \$2,250.00								
203-482-999.101	CONTRIBUTION-GF ADMIN	39,918	42,760	44,657	38,151	24,425	50,097	50,097
Totals for dept 482 - ADMINISTRATION & ENGINEERING		127,463	110,171	96,651	99,390	59,230	113,239	113,878
TOTAL APPROPRIATIONS		845,960	1,683,949	2,035,658	1,512,157	1,158,759	1,452,205	1,452,844
NET OF REVENUES/APPROPRIATIONS - FUND 203		185,347	169,848	878,349		(707,766)	(700)	(1,339)
						Projected Beginning Working Capital 6/30/21		964,737
						Use of Fund Balance		(33,096)
						Ending Projected Working Capital 6/30/22		931,641

04/12/2021 BUDGET REPORT FOR CITY OF OWOSSO								
Calculations as of 02/28/2021								
OTHER SPECIAL REVENUE FUNDS		2017-18	2018-19	2019-20	2020-21	2020-21	2021-22	2021-22
GL NUMBER	DESCRIPTION	ACTIVITY	ACTIVITY	ACTIVITY	AMENDED BUDGET	ACTIVITY THRU 02/28/21	REQUESTED BUDGET	RECOMMENDED BUDGET
Fund 208 - PARK/RECREATION SITES FUND								
ESTIMATED REVENUES								
Dept 000 - REVENUE								
208-000-401.403	GENERAL PROPERTY TAX			124,666	139,042	120,924		
208-000-401.445	INTEREST & PENALTIES ON TAXES			502	250	187		
208-000-664.664	INTEREST INCOME			766	700	(15)		
208-000-695.699	APPROPRIATION OF FUND BALANCE						50,000	50,000
Totals for dept 000 - REVENUE				125,934	139,992	121,096	50,000	50,000
TOTAL ESTIMATED REVENUES				125,934	139,992	121,096	50,000	50,000
APPROPRIATIONS								
Dept 756 - PARKS								
208-756-831.000	BUILDING MAINTENANCE				67,815	1,743		
208-756-974.000	SYSTEM IMPROVEMENTS				60,000	50,091	50,000	50,000
Totals for dept 756 - PARKS					127,815	51,834	50,000	50,000
TOTAL APPROPRIATIONS					127,815	51,834	50,000	50,000
NET OF REVENUES/APPROPRIATIONS - FUND 208				125,934	12,177	69,262		
						Projected Beginning Working Capital 6/30/21		129,921
						Use of Fund Balance		50,000
						Ending Projected Working Capital 6/30/22		79,921

OTHER SPECIAL REVENUE FUNDS		2017-18	2018-19	2019-20	2020-21	2020-21	2021-22	2021-22
GL NUMBER	DESCRIPTION	ACTIVITY	ACTIVITY	ACTIVITY	AMENDED BUDGET	ACTIVITY THRU 02/28/21	REQUESTED BUDGET	RECOMMENDED BUDGET
Fund 273 - OMS/DDA REVLG LOAN FUND								
ESTIMATED REVENUES								
Dept 000 - REVENUE								
273-000-664.664	INTEREST INCOME	873	13,606	8,783	7,000	397	500	500
273-000-671.675	LOAN REPAYMENTS	4,162	16,668		25,000	92,829		
LOAN REPAYMENTS RECORDED IN ACCOUNTS RECEIVABLE NOT IN REVENUE ACCOUNT								
273-000-695.698	OTHER FINANCING SOURCES		17,060			1,617		
Totals for dept 000 - REVENUE		5,035	47,334	8,783	32,000	94,843	500	500
TOTAL ESTIMATED REVENUES		5,035	47,334	8,783	32,000	94,843	500	500
APPROPRIATIONS								
Dept 200 - GEN SERVICES								
273-200-801.100	PROFESSIONAL SERVICES:AUDIT CC	980	1,176	1,176	1,500	1,281	1,500	1,500
273-200-818.000	CONTRACTUAL SERVICES			50,000	0	269,839		
Totals for dept 200 - GEN SERVICES		980	1,176	51,176	1,500	271,120	1,500	1,500
Dept 966 - TRANSFERS OUT								
273-966-999.248	TRANSFER TO FACADE PROGRAM	42,800						
273-966-999.275	TRANSFER TO HOUSING/RDEVLPM	164						
Totals for dept 966 - TRANSFERS OUT		42,964						
TOTAL APPROPRIATIONS		43,944	1,176	51,176	1,500	271,120	1,500	1,500
NET OF REVENUES/APPROPRIATIONS - FUND 273		(38,909)	46,158	(42,393)	30,500	(176,277)	(1,000)	(1,000)
BEGINNING FUND BALANCE		1,266,420	1,227,512	1,273,670	1,231,276	1,231,276	1,054,999	1,054,999
ENDING FUND BALANCE		1,227,511	1,273,670	1,231,277	1,261,776	1,054,999	1,053,999	1,053,999
							Projected Beginning Working Capital 6/30/21	613,346
							Use of Fund Balance	1,000
							Ending Projected Working Capital 6/30/22	612,346

OTHER SPECIAL REVENUE FUNDS		2017-18	2018-19	2019-20	2020-21	2020-21	2021-22	2021-22
GL NUMBER	DESCRIPTION	ACTIVITY	ACTIVITY	ACTIVITY	AMENDED BUDGET	ACTIVITY THRU 02/28/21	REQUESTED BUDGET	RECOMMENDED BUDGET
Fund 297 - HISTORICAL FUND								
ESTIMATED REVENUES								
Dept 000 - REVENUE								
297-000-600.600	SALES	4,922	4,496	1,875	4,500			500
297-000-664.664	INTEREST INCOME	180	474	343	150	63		
297-000-664.667	RENTS	1,250	350			350		
297-000-664.668	RENTAL INCOME	11,600	7,750	13,550	14,400	7,889	14,400	14,400
297-000-671.675	DONATIONS-PRIVATE	20,894	36,739	11,389	15,000			1,000
297-000-671.679	DONATIONS:HOME TOUR	4,614		8,570		725		
297-000-695.101	GENERAL FUND TRANSFER	33,000	33,000	40,000	40,000	26,902	17,000	17,000
297-000-695.699	APPROPRIATION OF FUND BALANCE				8,504			
Totals for dept 000 - REVENUE		76,460	82,809	75,727	82,554	35,929	31,400	32,900
TOTAL ESTIMATED REVENUES		76,460	82,809	75,727	82,554	35,929	31,400	32,900
APPROPRIATIONS								
Dept 797 - HISTORICAL COMMISSION								
297-797-702.200	WAGES			19,293	12,941	3,747	13,234	13,234
297-797-702.400	WAGES - TEMPORARY			400	12,941			
297-797-715.000	SOCIAL SECURITY (FICA)			1,507	1,980	287	1,009	1,009
297-797-717.000	UNEMPLOYMENT INSURANCE				40	2	5	5
297-797-719.000	WORKERS' COMPENSATION				80			
297-797-728.000	OPERATING SUPPLIES	46	279	1,089	300	17	300	300
297-797-728.100	SUPPLIES		200					
297-797-728.200	SUPPLIES-HISTORIC COLLECTION	3,723	680		350			
297-797-728.300	HOME TOUR PROMOTION			972				
297-797-801.000	PROFESSIONAL SERVICES: ADMINIS	465	3,027	15,932	30,272	17,026		
297-797-810.000	INSURANCE & BONDS	1,250	1,239	1,245	1,250	1,274	1,312	1,312
EST 3% INCREASE								
297-797-831.000	BUILDING MAINTENANCE	63						
297-797-856.000	MISCELLANEOUS	2,991	6,059	1,263	500		500	500
297-797-869.000	PROMOTION	5,481	2,393		1,000	505		
297-797-870.000	EXHIBITIONS	557	1,362		1,200			
297-797-974.000	SYSTEM IMPROVEMENTS				500		500	500
Totals for dept 797 - HISTORICAL COMMISSION		14,576	15,239	41,701	63,354	22,858	16,860	16,860

OTHER SPECIAL REVENUE FUNDS		2017-18	2018-19	2019-20	2020-21	2020-21	2021-22	2021-22
GL NUMBER	DESCRIPTION	ACTIVITY	ACTIVITY	ACTIVITY	AMENDED BUDGET	ACTIVITY THRU 02/28/21	REQUESTED BUDGET	RECOMMENDED BUDGET
Dept 798 - CASTLE								
297-798-702.200	WAGES	34,367	35,061					
297-798-702.400	WAGES - SEASONAL-DOCENTS	11,967	11,033					
297-798-715.000	SOCIAL SECURITY (FICA)	3,545	3,526					
297-798-717.000	UNEMPLOYMENT INSURANCE	75	95	23				
297-798-719.000	WORKERS' COMPENSATION	84	74	100		63	100	100
297-798-728.000	OPERATING SUPPLIES	231		586	500	63	500	500
297-798-810.000	INSURANCE & BONDS	700	693	697	700	713	734	734
EST 3% INCREASE								
297-798-820.000	UTILITIES	4,654	4,470	4,259	5,000	2,288	5,000	5,000
297-798-831.000	BUILDING MAINTENANCE	835	2,174	3,665	2,000	1,342	2,000	2,000
297-798-856.000	MISCELLANEOUS	3,010	1,786	134	500	336	500	500
297-798-869.000	PROMOTION	46						
Totals for dept 798 - CASTLE		59,514	58,912	9,464	8,700	4,805	8,834	8,834
Dept 799 - GOULD HOUSE								
297-799-810.000	INSURANCE & BONDS	700	693	697	700	713	734	734
EST 3% INCREASE								
297-799-820.000	UTILITIES	4,059	4,226	4,389	4,300	2,175		
297-799-831.000	BUILDING MAINTENANCE	1,261	10,307	10,333	2,000	3,369	3,000	3,000
297-799-831.200	BLDG MAINTENANCE-RENTAL		5,901	363	1,500		1,000	1,000
297-799-856.000	MISCELLANEOUS	817	1,325	313	1,000	158	500	500
297-799-869.000	PROMOTION		230					
Totals for dept 799 - GOULD HOUSE		6,837	22,682	16,095	9,500	6,415	5,234	5,234
Dept 800 - COMSTOCK/WOODARD								
297-800-728.000	OPERATING SUPPLIES			149				
297-800-831.000	BUILDING MAINTENANCE			319	1,000	261	500	500
297-800-856.000	MISCELLANEOUS			254		47		
Totals for dept 800 - COMSTOCK/WOODARD				722	1,000	308	500	500
TOTAL APPROPRIATIONS		80,927	96,833	67,982	82,554	34,386	31,428	31,428
NET OF REVENUES/APPROPRIATIONS - FUND 297		(4,467)	(14,024)	7,745		1,543	(28)	1,472
					Projected Beginning Working Capital 6/30/21		60,944	
					Ending Projected Working Capital 6/30/22		62,416	
Fund 298 - HISTORICAL SITES FUND								

OTHER SPECIAL REVENUE FUNDS		2017-18	2018-19	2019-20	2020-21	2020-21	2021-22	2021-22
GL NUMBER	DESCRIPTION	ACTIVITY	ACTIVITY	ACTIVITY	AMENDED BUDGET	ACTIVITY THRU 02/28/21	REQUESTED BUDGET	RECOMMENDED BUDGET
ESTIMATED REVENUES								
Dept 000 - REVENUE								
298-000-401.403	GENERAL PROPERTY TAX			124,666	139,042	120,924		
298-000-401.445	INTEREST & PENALTIES ON TAXES			502	250	187		
298-000-664.664	INTEREST INCOME			729	700	(21)		
Totals for dept 000 - REVENUE				125,897	139,992	121,090		
TOTAL ESTIMATED REVENUES				125,897	139,992	121,090		
APPROPRIATIONS								
Dept 798 - CASTLE								
298-798-831.000	BUILDING MAINTENANCE				113,000	2,270		
298-798-974.000	SYSTEM IMPROVEMENTS			200				
Totals for dept 798 - CASTLE				200	113,000	2,270		
Dept 799 - GOULD HOUSE								
298-799-818.000	CONTRACTUAL SERVICES			6,043				
298-799-831.000	BUILDING MAINTENANCE			2,642	12,000		200,000	129,500
Totals for dept 799 - GOULD HOUSE				8,685	12,000		200,000	129,500
Dept 800 - COMSTOCK/WOODARD								
298-800-831.000	BUILDING MAINTENANCE			2,141				
Totals for dept 800 - COMSTOCK/WOODARD				2,141				
TOTAL APPROPRIATIONS				11,026	125,000	2,270	200,000	129,500
NET OF REVENUES/APPROPRIATIONS - FUND 298				114,871	14,992	118,820	(200,000)	(129,500)
					Projected Beginning Working Capital 6/30/21		129,862	
					Ending Projected Working Capital 6/30/22		362	

04/12/2021 BUDGET REPORT FOR CITY OF OWOSSO								
Calculations as of 02/28/2021								
		2017-18	2018-19	2019-20	2020-21	2020-21	2021-22	2021-22
		ACTIVITY	ACTIVITY	ACTIVITY	AMENDED	ACTIVITY	REQUESTED	RECOMMENDED
GL NUMBER	DESCRIPTION				BUDGET	THRU 02/28/21	BUDGET	BUDGET
Fund 325 - DEBT SERVICE-2010 GO BONDS								
ESTIMATED REVENUES								
Dept 000 - REVENUE								
325-000-401.403	GENERAL PROPERTY TAX	74,873	83,383	91,439	89,233	75,186	86,908	86,908
Totals for dept 000 - REVENUE		74,873	83,383	91,439	89,233	75,186	86,908	86,908
TOTAL ESTIMATED REVENUES		74,873	83,383	91,439	89,233	75,186	86,908	86,908
APPROPRIATIONS								
Dept 905 - DEBT SERVICE								
325-905-980.991	PRINCIPAL	40,000	50,000	60,000	60,000	60,000	60,000	60,000
325-905-980.995	INTEREST	34,873	33,383	31,453	29,233	15,186	26,908	26,908
Totals for dept 905 - DEBT SERVICE		74,873	83,383	91,453	89,233	75,186	86,908	86,908
TOTAL APPROPRIATIONS		74,873	83,383	91,453	89,233	75,186	86,908	86,908
NET OF REVENUES/APPROPRIATIONS - FUND 325								
BEGINNING FUND BALANCE		13	14	14				
ENDING FUND BALANCE		13	14					
Fund 327 - DEBT SERVICE								
ESTIMATED REVENUES								
Dept 000 - REVENUE								
327-000-401.403	GENERAL PROPERTY TAX	391,186	413,305	823,010	804,733	758,407	804,777	804,777
327-000-401.430	INDUSTRIAL/COMMERCIAL FACILITIES TAX		4,362					
327-000-401.431	OBSOLETE PROPERTY REHAB TAXES(OPRA)		619					
327-000-401.432	NEIGHBORHOOD ENTERPRISE ZONE REHAB		1,453					
327-000-539.573	LOCAL COMMUNITY STABILIZATION SHARE			17,936				
Totals for dept 000 - REVENUE		391,186	419,739	840,946	804,733	758,407	804,777	804,777
TOTAL ESTIMATED REVENUES		391,186	419,739	840,946	804,733	758,407	804,777	804,777
APPROPRIATIONS								
Dept 905 - DEBT SERVICE								

DEBT SERVICE FUNDS		2017-18	2018-19	2019-20	2020-21	2020-21	2021-22	2021-22
		ACTIVITY	ACTIVITY	ACTIVITY	AMENDED	ACTIVITY	REQUESTED	RECOMMENDED
GL NUMBER	DESCRIPTION				BUDGET	THRU 02/28/21	BUDGET	BUDGET
327-905-980.991	PRINCIPAL	250,000	260,000	405,000	470,000	40,000	480,000	480,000
327-905-980.995	INTEREST	140,468	158,069	404,856	333,483	167,016	323,527	323,527
327-905-980.998	PAYING AGENT FEES	750	1,250	1,250	1,250	1,250	1,250	1,250
Totals for dept 905 - DEBT SERVICE		391,218	419,319	811,106	804,733	208,266	804,777	804,777
TOTAL APPROPRIATIONS		391,218	419,319	811,106	804,733	208,266	804,777	804,777
NET OF REVENUES/APPROPRIATIONS - FUND 327		(32)	420	29,840		550,141		
BEGINNING FUND BALANCE		395	363	784	30,624	30,624	580,765	580,765
ENDING FUND BALANCE		363	783	30,624	30,624	580,765	580,765	580,765
Fund 397 - 2009 LTGO DEBT								
ESTIMATED REVENUES								
Dept 000 - REVENUE								
397-000-671.674	DDA CONTRIBUTION	80,118	78,115	76,023	78,885	14,068	76,460	76,460
Totals for dept 000 - REVENUE		80,118	78,115	76,023	78,885	14,068	76,460	76,460
TOTAL ESTIMATED REVENUES		80,118	78,115	76,023	78,885	14,068	76,460	76,460
APPROPRIATIONS								
Dept 905 - DEBT SERVICE								
397-905-980.991	PRINCIPAL	45,000	45,000	45,000	50,000		50,000	50,000
397-905-980.995	INTEREST	34,368	32,365	31,023	28,135	14,068	25,710	25,710
397-905-980.998	PAYING AGENT FEES	750	750		750		750	750
Totals for dept 905 - DEBT SERVICE		80,118	78,115	76,023	78,885	14,068	76,460	76,460
TOTAL APPROPRIATIONS		80,118	78,115	76,023	78,885	14,068	76,460	76,460
NET OF REVENUES/APPROPRIATIONS - FUND 397								
BEGINNING FUND BALANCE								
ENDING FUND BALANCE								
ESTIMATED REVENUES - ALL FUNDS		546,177	581,237	1,008,408	972,851	847,661	968,145	968,145
APPROPRIATIONS - ALL FUNDS		546,209	580,817	978,582	972,851	297,520	968,145	968,145
NET OF REVENUES/APPROPRIATIONS - ALL FUNDS		(32)	420	29,826		550,141		
						Projected Beginning Working Capital 6/30/21		31,560
						Ending Projected Working Capital 6/30/22		31,560

04/12/2021 BUDGET REPORT FOR CITY OF OWOSSO								
Calculations as of 02/28/2021								
CAPITAL PROJECT FUNDS								
		2017-18	2018-19	2019-20	2020-21	2020-21	2021-22	2021-22
		ACTIVITY	ACTIVITY	ACTIVITY	AMENDED	ACTIVITY	REQUESTED	RECOMMENDED
GL NUMBER	DESCRIPTION				BUDGET	THRU 02/28/21	BUDGET	BUDGET
Fund 401 - CAPITAL PROJECT FUND								
ESTIMATED REVENUES								
Dept 000 - REVENUE								
401-000-671.687	INSURANCE REFUNDS			84,056				
401-000-699.101	TRANSFERS IN - GENERAL FUND		358,840	291,989	68,143	68,143	698,103	698,103
Totals for dept 000 - REVENUE			358,840	376,045	68,143	68,143	698,103	698,103
APPROPRIATIONS								
Dept 000 - REVENUE								
401-000-974.100	LAND IMPROVEMENTS						84,301	84,301
	GOULD ST SPECIAL ASSESSMENT - CITY OWNED LAND						54,301	
	OVERHEAD STREET LIGHTS & POLES AROUND DOWNTOWN, ADDTL SOURCE: DONATIONS						30,000	
	GL # FOOTNOTE TOTAL:						84,301	
401-000-975.000	BUILDING IMPROVEMENTS			21,513		379	342,980	342,980
	PRIOR RETAINING WALL SAVINGS IN THIS FUND=\$131,850 + FY22 REQUEST \$89,130 = \$220,980						220,980	
	CARPET - FINANCE WING						10,000	
	LIBRARY AIR CONDITIONERS (REPLACE TWO 40 YR OLD AC UNITS)						30,000	
	REPLACE INSULATED OVERHEAD DOORS IN MAIN BLDG,						72,000	
	RE-ROOF DPW MAIN BLDG WITH STEEL SHEETING & FACILITY UPGRADES-NOTE: FACILITY UPGRADES (PRIORITY LOW)							
	SECURITY & ACCESSIBILITY TECHNOLOGY FOR CITY HALL						10,000	
	GL # FOOTNOTE TOTAL:						211,130	
401-000-980.000	EQUIPMENT		8,461	16,222		13,034	99,719	99,719
	LASERFISCH SERVER REPLACEMENT (CUT FROM FY21 BUDGET, NEEDS REPLACING)						7,000	
	BODY CAMERAS WATCHGUARD/MOTOROLA						44,369	
	STRYKER MONITOR/DEFIBRILLATOR-FIRE DEPT						34,950	
	BOILER REPAIR AT PUBLIC SAFETY						10,000	
	GL # FOOTNOTE TOTAL:						96,319	
401-000-980.100	COMPUTERS		29,946	82,731	12,000	2,479	95,415	95,415
	COMPUTER REPLACEMENTS-CITY WIDE						12,900	
	WIRELESS ACCESSIBILITY						18,000	
	BS&A TIMESHEETS						5,015	
	LASERFICHE SERVER REPLACEMENT & TERMINAL (CLERK)						7,000	
	REPLACE CISCO ROUTERS (EQUIP & IMPLEMENT)						40,000	
	HALON SYSTEM-FIRE SUPPRESSION SYSTEM						13,500	
	GL # FOOTNOTE TOTAL:						96,415	

CAPITAL PROJECT FUNDS		2017-18	2018-19	2019-20	2020-21	2020-21	2021-22	2021-22
		ACTIVITY	ACTIVITY	ACTIVITY	AMENDED	ACTIVITY	REQUESTED	RECOMMENDED
GL NUMBER	DESCRIPTION				BUDGET	THRU 02/28/21	BUDGET	BUDGET
401-000-981.000	VEHICLES		253,694	141,266	56,143	44,614	207,438	207,438
	PATROL VEHICLE (LESS USDA \$17,500 GRANT)						38,690	
	PATROL VEHICLE (LESS USDA \$17,500 GRANT)						38,690	
	FORD EXPLORER-DETECTIVE FLEET						30,058	
	AMBULANCE - LEAD TIME 15 TO 18 MONTHS (SAVE\$100,000 THIS FY)						100,000	
	NOTE: FIRE TRUCK TO BE REQUESTED FY2022-23 \$475,000							
	GL # FOOTNOTE TOTAL:						207,438	
Totals for dept 000			292,101	261,732	68,143	60,506	829,953	829,953
TOTAL APPROPRIATIONS			292,101	261,732	68,143	60,506	829,953	829,953
NET OF REVENUES/APPROPRIATIONS - FUND 401			66,739	114,313		7,637		(131,850)
							Projected Beginning Working Capital 6/30/21	181,052
							Ending Projected Working Capital 6/30/22	49,202
Fund 411 - CAPITAL PROJECTS-STREET PROGRAM								
ESTIMATED REVENUES								
Dept 000 - REVENUE								
411-000-664.664	INTEREST INCOME	9,291	32,230	35,132	10,000	1,487		
411-000-695.699	APPROPRIATION OF FUND BALANCE				990,000		1,174,084	1,174,084
411-000-698.000	PROCEEDS FROM BOND ISSUANCE		5,100,000					
Totals for dept 000 - REVENUE		9,291	5,132,230	35,132	1,000,000	1,487	1,174,084	1,174,084
APPROPRIATIONS								
Dept 270 - ADMINISTRATIVE								
411-270-801.000	PROFESSIONAL SERVICES: ADMINISTRAT	876	40,551	1,051		1,145		
Totals for dept 270 - ADMINISTRATIVE		876	40,551	1,051		1,145		
Dept 966 - TRANSFERS OUT								
411-966-999.202	TRANSFER TO MAJOR STREET	2,815,000	1,246,935	1,147,710	500,000		674,084	674,084
411-966-999.203	TRANSFER TO LOCAL STREET		775,533	1,800,000	500,000		500,000	500,000
Totals for dept 966 - TRANSFERS OUT		2,815,000	2,022,468	2,947,710	1,000,000		1,174,084	1,174,084
TOTAL APPROPRIATIONS		2,815,876	2,063,019	2,948,761	1,000,000	1,145	1,174,084	1,174,084
NET OF REVENUES/APPROPRIATIONS - FUND 411		(2,806,585)	3,069,211	(2,913,629)		342		
							Projected Beginning Working Capital 6/30/21	1,193,241
							Ending Projected Working Capital 6/30/22	19,157

CAPITAL PROJECT FUNDS		2017-18	2018-19	2019-20	2020-21	2020-21	2021-22	2021-22
GL NUMBER	DESCRIPTION	ACTIVITY	ACTIVITY	ACTIVITY	AMENDED BUDGET	ACTIVITY THRU 02/28/21	REQUESTED BUDGET	RECOMMENDED BUDGET
Fund 494 - CAPITAL PROJECTS FUND								
ESTIMATED REVENUES								
Dept 000 - REVENUE								
494-000-664.664	INTEREST INCOME	13	327	304	250	(2)		
494-000-695.699	APPROPRIATION OF FUND BALANCE				10,000			
Totals for dept 000 - REVENUE		13	327	304	10,250	(2)		
APPROPRIATIONS								
Dept 270 - ADMINISTRATIVE								
494-270-834.000	MAINTENANCE				10,000			20,000
Totals for dept 270 - ADMINISTRATIVE					10,000			20,000
NET OF REVENUES/APPROPRIATIONS - FUND 494		13	327	304	250	(2)		(20,000)
						Projected Beginning Working Capital 6/30/21		26,547
						Ending Projected Working Capital 6/30/22		6,547

04/12/2021 BUDGET REPORT FOR CITY OF OWOSSO								
Calculations as of 02/28/2021								
		2017-18	2018-19	2019-20	2020-21	2020-21	2021-22	2021-22
		ACTIVITY	ACTIVITY	ACTIVITY	AMENDED	ACTIVITY	REQUESTED	RECOMMENDED
GL NUMBER	DESCRIPTION				BUDGET	THRU 02/28/21	BUDGET	BUDGET
Fund 588 - TRANSPORTATION FUND								
ESTIMATED REVENUES								
Dept 000 - REVENUE								
588-000-401.403	GENERAL PROPERTY TAX	78,062	80,748	83,117	76,000	79,517	40,000	40,000
588-000-539.573	LOCAL COMMUNITY STABILIZATION SHARE			2,606				
588-000-664.664	INTEREST INCOME	18	275	120		(7)		
Totals for dept 000 - REVENUE		78,080	81,023	85,843	76,000	79,510	40,000	40,000
APPROPRIATIONS								
Dept 200 - GEN SERVICES								
588-200-818.000	CONTRACTUAL SERVICES	33,406	75,315	62,939	76,000	64,048	88,089	88,089
NO FINAL AMT UNTIL BEGINNING OF MAY 2021-USING MAX AMT PER MARY RICE								
Totals for dept 200 - GEN SERVICES		33,406	75,315	62,939	76,000	64,048	88,089	88,089
TOTAL APPROPRIATIONS		33,406	75,315	62,939	76,000	64,048	88,089	88,089
NET OF REVENUES/APPROPRIATIONS - FUND 588		44,674	5,708	22,904		15,462	(48,089)	(48,089)
						Projected Beginning Working Capital 6/30/21		81,523
						Ending Projected Working Capital 6/30/22		33,434
Fund 590 - SEWER FUND								
ESTIMATED REVENUES								
Dept 000 - REVENUE								
590-000-401.446	PENALTIES - LATE CHARGES	28,549	33,937	26,048	28,000	16,083	28,000	28,000
590-000-450.477	SWR:PERMITS/INSPECTION FEE	380	320	415	500	420	500	500
590-000-539.529	STATE SOURCES	199,530						
590-000-550.000	CAPITAL CONTRIBUTION-STATE				1,340,000			
590-000-600.601	METERED SALES	1,767,381	1,836,560	1,937,983	1,958,744	981,234	2,052,000	2,052,000
590-000-664.664	INTEREST INCOME	10,671	34,634	31,739	25,000	657	1,000	1,000
590-000-671.673	SALE OF FIXED ASSETS			4,941				

ENTERPRISE FUNDS		2017-18	2018-19	2019-20	2020-21	2020-21	2021-22	2021-22
		ACTIVITY	ACTIVITY	ACTIVITY	AMENDED	ACTIVITY	REQUESTED	RECOMMENDED
GL NUMBER	DESCRIPTION				BUDGET	THRU 02/28/21	BUDGET	BUDGET
590-000-671.694	MISCELLANEOUS	4,198	6,330	20,002		2,800		
Totals for dept 000 - REVENUE		2,010,709	1,911,781	2,021,128	3,352,244	1,001,194	2,081,500	2,081,500
TOTAL ESTIMATED REVENUES		2,010,709	1,911,781	2,021,128	3,352,244	1,001,194	2,081,500	2,081,500
APPROPRIATIONS								
Dept 200 - GEN SERVICES								
590-200-702.100	SALARIES	31,906	75,420	91,970	95,954	63,230	99,441	101,883
590-200-715.000	SOCIAL SECURITY (FICA)	3,373	5,723	6,972	7,085	4,930	7,895	8,091
590-200-716.100	HEALTH INSURANCE	2,982	8,901	24,082	29,287	19,007	34,101	34,101
590-200-716.200	DENTAL INSURANCE	118	467	805	1,472	646	1,309	1,309
590-200-716.300	OPTICAL INSURANCE	14	67	120	157	86	155	155
590-200-716.400	LIFE INSURANCE	249	385	455	460	295	460	460
590-200-716.500	DISABILITY INSURANCE	478	828	1,088	1,071	728	1,057	1,057
590-200-717.000	UNEMPLOYMENT INSURANCE		13		30			
590-200-718.200	DEFINED CONTRIBUTION	1,711	2,954	3,635	3,638	2,398	8,855	9,075
590-200-719.000	WORKERS' COMPENSATION	196	261	532	532	315	550	550
590-200-728.000	OPERATING SUPPLIES	1,938	589	457	1,000	231	1,000	1,000
590-200-801.000	PROFESSIONAL SERVICES: ADMINIS	2,938	3,526	49,033	4,000	3,841	4,000	4,000
590-200-810.000	INSURANCE & BONDS	9,992	9,903	9,956	10,000	10,186	10,492	10,492
EST 3% INCREASE								
590-200-818.000	CONTRACTUAL SERVICES	8,867	11,477	10,544	13,500	6,404	13,000	13,000
POSTAGE & MAILINGS WATER/SEWER BILLS.								
PUBLIC NOTICES AND ANNOUNCEMENTS EXPENSE								
590-200-850.000	BAD DEBT EXPENSE	(146)						
590-200-860.000	EDUCATION & TRAINING	153	298	279		38	1,000	1,000
FOOTNOTE AMOUNTS:								
MEMBERSHIP FEES AND EQUIPMENT TRAINING VACTOR OPERATORS								
590-200-890.200	OPERATION & MAINTENANCE	1,056,219	1,107,028	1,149,044	1,175,000	822,484	1,186,750	1,186,750
590-200-890.300	REPLACEMENT	141,822	185,144	238,884	341,000	174,980	411,110	411,110
INCLUDES 100,000.00 INCREASE FOR MUNICIPAL CONTRIBUTION								
590-200-899.101	GF CONTRIBUTION	100,800	88,155	88,155	100,800	51,424	102,500	102,500
590-200-968.000	DEPRECIATION EXPENSE	50,013	50,618	50,280				
Totals for dept 200 - GEN SERVICES		1,413,623	1,551,757	1,726,291	1,784,986	1,161,223	1,883,675	1,886,533

ENTERPRISE FUNDS		2017-18	2018-19	2019-20	2020-21	2020-21	2021-22	2021-22
		ACTIVITY	ACTIVITY	ACTIVITY	AMENDED	ACTIVITY	REQUESTED	RECOMMENDED
GL NUMBER	DESCRIPTION				BUDGET	THRU 02/28/21	BUDGET	BUDGET
Dept 549 - SEWER OPERATIONS								
590-549-702.200	WAGES	29,247	15,333	34,161	24,774	20,825	34,400	34,400
590-549-702.300	OVERTIME	4,203	4,191	3,134	6,000	4,263	5,000	5,000
590-549-703.000	OTHER COMPENSATION	10,669	11,169	15,150	12,000	10,201	12,000	12,000
590-549-715.000	SOCIAL SECURITY (FICA)	6,108	5,519	6,889	6,776	4,902	6,720	6,720
590-549-716.000	FRINGES	(29,052)	(31,543)	(28,631)	(10,000)	(19,278)	(15,000)	(15,000)
590-549-716.100	HEALTH INSURANCE	26,078	21,266	17,228	32,857	9,468	18,253	18,253
590-549-716.200	DENTAL INSURANCE	971	624	427	978	311	489	489
590-549-716.300	OPTICAL INSURANCE	121	93	120	126	80	120	120
590-549-716.400	LIFE INSURANCE	158	123	277	396	264	396	396
590-549-716.500	DISABILITY INSURANCE	275	231	433	420	289	438	438
590-549-717.000	UNEMPLOYMENT INSURANCE	86	50	11	50		25	25
590-549-718.000	RETIREMENT	24,533	69,747	101,885				
590-549-718.100	MUNICIPAL EMPLOYEES RETIREMENT PROGRAM				34,961	15,224	27,510	27,510
590-549-718.200	DEFINED CONTRIBUTION	1,420	1,065	1,721	1,503	1,171	3,681	3,681
590-549-719.000	WORKERS' COMPENSATION	980	1,001	1,012	1,200	672	1,225	1,225
590-549-728.000	OPERATING SUPPLIES	1,848	4,735	2,089	5,000	34	4,500	4,500
	FOOTNOTE AMOUNTS:						4,500	
	SEWER BACKUP CLEANUP KITS.....		\$500.00					
	REPAIR MATERIALS FOR MINOR MANHOLE REPAIRS.....		\$2,000.00					
	INVENTORY ADJUSTMENTS.....						\$1,500.00	
590-549-751.000	GAS & OIL	5,057	6,465	3,388	6,000	1,759	5,500	5,500
590-549-818.000	CONTRACTUAL SERVICES	163,432	169,933	60,298	182,000	25,892	97,920	97,920
	CELLULAR EXP AND FEES FOR MONITORING STATIONS AND OTHER SERVICES						2,200	
	GEODATABASE CONTRACT ASSISTANCE						9,000	
	EMERGENCY SANITARY SEWER REPAIRS						12,000	
	OTHER AS NEEDED ENGINEERING ASSIST						10,000	
	NEW ITEMS: LIFT STATION MONITORING EQUIP (WRIGHT & OSBORN)						12,000	
	CONST FLOW METER VAULTS 2 LOCATIONS						19,500	
	LS PUMP REPLACEMENTS (2 EACH)						19,500	
	NEW ITEMS: ACLARA ONE METER READING OPERATING SYSTEM ANNUAL FEES (\$11,800 X 40%)						4,720	
	ACLARA ACE PORTAL SYSTEM ANNUAL FEES (\$22,500 X 40%)						9,000	
	GL # FOOTNOTE TOTAL:						97,920	
590-549-833.000	EQUIPMENT MAINTENANCE	24			1,000		1,500	1,500
	FOOTNOTE AMOUNTS:						1,500	
	POWER TOOL AND RETRIEVAL EQUIPMENT MAINT							
590-549-833.200	SEWER REPAIR	709	1,275	4,465	5,000		5,000	5,000

ENTERPRISE FUNDS		2017-18	2018-19	2019-20	2020-21	2020-21	2021-22	2021-22
		ACTIVITY	ACTIVITY	ACTIVITY	AMENDED	ACTIVITY	REQUESTED	RECOMMENDED
GL NUMBER	DESCRIPTION				BUDGET	THRU 02/28/21	BUDGET	BUDGET
EMERGENCY REPAIRS - PIPE AND WYE & MANHOLE FRAME COMPONENTS								
590-549-836.000	LIFT STATION MAINTENANCE	173	7,478	10,966	6,000	19,665	12,000	12,000
	LABOR & EQUIPMENT EXPENSE							
	PARTS & MATERIAL EXPENSE							
	PUMP REPAIR & SERVICING							
590-549-836.100	LIFT STATION UTILITIES	3,176	3,472	3,222	4,200	2,120	4,000	4,000
590-549-843.000	EQUIPMENT RENTAL	23,255	10,869	22,706	25,000	11,898	25,000	25,000
590-549-860.000	EDUCATION & TRAINING	220	110	905	1,000	40	1,000	1,000
Totals for dept 549 - SEWER OPERATIONS		273,691	303,206	261,856	347,241	109,800	251,677	251,677
Dept 901 - CAPITAL OUTLAY								
590-901-973.000	CAPITAL OUTLAY - SEWERS	118,375	32,516	20,609	1,400,000	745,238		
590-901-977.000	COL - EQUIPMENT	2,018			40,000	26,800		
Totals for dept 901 - CAPITAL OUTLAY		120,393	32,516	20,609	1,440,000	772,038		
Dept 905 - DEBT SERVICE								
590-905-980.991	PRINCIPAL				40,000		100,000	100,000
	FOOTNOTE AMOUNTS:						45,000	
	2008 SRF PRINCIPAL							
	FOOTNOTE AMOUNTS:						55,000	
	2020 SRF PRINCIPAL							
	GL # FOOTNOTE TOTAL:						100,000	
590-905-980.995	INTEREST	12,451	11,545	10,545	31,294	4,897	22,195	22,195
	FOOTNOTE AMOUNTS:						8,795	
	2008 SRF INTEREST							
	FOOTNOTE AMOUNTS:						13,400	
	2020 SRF INTEREST							
	GL # FOOTNOTE TOTAL:						22,195	
Totals for dept 905 - DEBT SERVICE		12,451	11,545	10,545	71,294	4,897	122,195	122,195
Dept 965 - OTHER FINANCING SOURCES (USES)								
590-965-995.000	OTHER FINANCING SOURCES (USES)		380,000					
Totals for dept 965 - OTHER FINANCING SOURCES (USES)			380,000					
TOTAL APPROPRIATIONS		1,820,158	2,279,024	2,019,301	3,643,521	2,047,958	2,257,547	2,260,405

ENTERPRISE FUNDS		2017-18	2018-19	2019-20	2020-21	2020-21	2021-22	2021-22
		ACTIVITY	ACTIVITY	ACTIVITY	AMENDED	ACTIVITY	REQUESTED	RECOMMENDED
GL NUMBER	DESCRIPTION				BUDGET	THRU 02/28/21	BUDGET	BUDGET
	NET OF REVENUES/APPROPRIATIONS - FUND 590	190,551	(367,243)	1,827	(291,277)	(1,046,764)	(176,047)	(178,905)
							Projected Beginning Working Capital 6/30/21	2,190,246
							Ending Projected Working Capital 6/30/22	2,011,341

ENTERPRISE FUNDS		2017-18	2018-19	2019-20	2020-21	2020-21	2021-22	2021-22
		ACTIVITY	ACTIVITY	ACTIVITY	AMENDED	ACTIVITY	REQUESTED	RECOMMENDED
GL NUMBER	DESCRIPTION				BUDGET	THRU 02/28/21	BUDGET	BUDGET
Fund 591 - WATER FUND								
ESTIMATED REVENUES								
Dept 000 - REVENUE								
591-000-401.446	PENALTIES - LATE CHARGES	42,289	51,767	42,888	42,000	24,754	42,000	42,000
591-000-450.477	WTR:PERMITS/INSPECTION FEE	13,026	41,453	20,166	20,000	4,792	20,000	20,000
591-000-501.550	CAPITAL CONTRIBUTION-FEDERAL				3,220,000	1,107,741		
	FOOTNOTE AMOUNTS:						232,500	
	SCADA II - DRINKING WATER REVOLVING LOAN							
	FOOTNOTE AMOUNTS:						1,617,097	
	WATERMAINS - DRINKING WATER REVOLVING LOAN							
	FOOTNOTE AMOUNTS:						330,000	
	WEST ELEVATED TOWERS							
	FOOTNOTE AMOUNTS:						70,000	
	ADMINISTRATIVE COSTS							
	WITH THE COST OF LSL REPLACEMENTS, THIS MAY NOT BE POSSIBLE							
	GL # FOOTNOTE TOTAL:						2,249,597	
591-000-539.000	WELLHEAD PROTECTION PROGRAM					27,850		
591-000-550.000	CAPITAL CONTRIBUTION-STATE		465,467	42,533				
591-000-600.601	METERED SALES	2,330,449	2,690,329	2,706,146	2,730,121	1,357,810	2,900,000	2,900,000
591-000-600.602	METERED SALES-WHOLESALE-USAG	263,378	271,655	263,795	245,000	157,422	350,000	350,000
591-000-600.604	WATER MAIN REPLACEMENT CHAR	407,814	600,528	671,516	600,528	337,689	675,000	675,000
591-000-600.640	MATERIAL & SERVICE	11,226	21,116	15,120	10,000	7,813	16,000	16,000
591-000-664.664	INTEREST INCOME	7,205	48,393	37,568	5,600	807	1,200	1,200
591-000-671.673	SALE OF FIXED ASSETS	1,775		19,913		125		
591-000-671.688	HYDRANT RENTAL		41,540	24,865	21,000	3,535	24,000	24,000
591-000-671.694	MISCELLANEOUS	4,805	1,480	1,015	3,000	960	1,500	1,500
591-000-671.695	MISCELLANEOUS WATER CHARGES	10,877	2,060	1,587	10,000	1,520	2,500	2,500
591-000-695.288	TRANSFER IN FROM COMPONENT L	162,288						
Totals for dept 000 - REVENUE		3,255,132	4,235,788	3,847,112	6,907,249	3,032,818	4,032,200	4,032,200
TOTAL ESTIMATED REVENUES		3,255,132	4,235,788	3,847,112	6,907,249	3,032,818	4,032,200	4,032,200
APPROPRIATIONS								
Dept 200 - GEN SERVICES								

ENTERPRISE FUNDS		2017-18	2018-19	2019-20	2020-21	2020-21	2021-22	2021-22
		ACTIVITY	ACTIVITY	ACTIVITY	AMENDED	ACTIVITY	REQUESTED	RECOMMENDED
GL NUMBER	DESCRIPTION				BUDGET	THRU 02/28/21	BUDGET	BUDGET
591-200-702.100	SALARIES	(110,924)	89,912	120,347	142,720	92,452	144,335	147,892
	FOOTNOTE AMOUNTS:						975	
	INCLUDES WAGE INCR FOR CITY ENG (WAGE,FICA,DC COST=\$6500)							
	202/203 \$2275 EA 590/591 \$975 EA							
591-200-715.000	SOCIAL SECURITY (FICA)	4,873	7,057	9,330	10,703	7,309	11,451	11,737
591-200-716.100	HEALTH INSURANCE	10,039	16,709	31,850	41,466	23,884	45,309	45,309
591-200-716.200	DENTAL INSURANCE	289	600	991	1,510	878	1,833	1,833
591-200-716.300	OPTICAL INSURANCE	35	84	144	210	115	220	220
591-200-716.400	LIFE INSURANCE	309	429	597	587	417	668	668
591-200-716.500	DISABILITY INSURANCE	641	956	1,393	1,342	1,042	1,538	1,538
591-200-717.000	UNEMPLOYMENT INSURANCE	41	96	5	80		15	15
591-200-718.200	DEFINED CONTRIBUTION	2,248	3,507	4,872	5,493	3,487	12,780	13,100
591-200-719.000	WORKERS' COMPENSATION	453	261	652	700		750	750
591-200-728.000	OPERATING SUPPLIES	3,133	1,346	2,516	1,700	387	1,500	1,500
591-200-801.000	PROFESSIONAL SERVICES: ADMINIS'	8,196	9,835	79,334	10,130	10,715	10,715	10,715
591-200-810.000	INSURANCE & BONDS	42,966	42,582	42,809	45,000	43,799	45,113	45,113
	EST 3% INCREASE							
591-200-818.000	CONTRACTUAL SERVICES	18,249	18,069	15,379	16,000	10,068	16,000	16,000
591-200-845.000	LEASE		874	1,593	1,700	1,655	1,700	1,700
591-200-850.000	BAD DEBT EXPENSE	(322)	1,290					
591-200-856.000	MISCELLANEOUS	118,503	3,389	17,258				
591-200-860.000	EDUCATION & TRAINING	2,831	2,688	2,737	3,000	2,208	3,000	3,000
591-200-899.101	GF CONTRIBUTION	234,096	204,734	204,734	234,100	119,428	238,080	238,080
591-200-968.000	DEPRECIATION EXPENSE	11,486	11,486	11,486				
Totals for dept 200 - GEN SERVICES		347,142	415,904	548,027	516,441	317,844	535,007	539,170
Dept 552 - WATER UNDERGROUND								
591-552-702.100	SALARIES	24,549	25,139	27,316	28,412	18,583	28,037	28,705
591-552-702.200	WAGES	207,992	136,081	124,636	147,959	106,936	152,265	152,265
591-552-702.400	WAGES - TEMPORARY	28	65					
	FOOTNOTE AMOUNTS:						47,000	
	DPW DIRECTOR REQUESTING ADDTL PERMANENT LABORER IN DISTRIBUTION (WITHDREW REQUEST)							
591-552-702.600	UNIFORMS						3,500	3,500
591-552-702.800	ACCRUED SICK LEAVE			794		405		
591-552-703.000	OTHER COMPENSATION	39,589	42,342	59,312	42,000	32,005	45,000	45,000
591-552-715.000	SOCIAL SECURITY (FICA)	21,149	20,254	18,493	17,439	14,269	18,925	18,988

ENTERPRISE FUNDS		2017-18	2018-19	2019-20	2020-21	2020-21	2021-22	2021-22
		ACTIVITY	ACTIVITY	ACTIVITY	AMENDED	ACTIVITY	REQUESTED	RECOMMENDED
GL NUMBER	DESCRIPTION				BUDGET	THRU 02/28/21	BUDGET	BUDGET
591-552-716.000	FRINGES	(16,048)	(50,107)	(23,920)	(25,000)	(20,389)	(25,000)	(25,000)
591-552-716.100	HEALTH INSURANCE	62,267	78,277	65,491	79,412	46,800	75,371	75,371
591-552-716.200	DENTAL INSURANCE	2,756	3,155	2,588	3,725	1,928	3,597	3,597
591-552-716.300	OPTICAL INSURANCE	374	449	381	488	264	446	446
591-552-716.400	LIFE INSURANCE	582	585	794	1,762	787	1,198	1,198
591-552-716.500	DISABILITY INSURANCE	2,159	2,142	1,547	2,266	1,110	2,086	2,086
591-552-717.000	UNEMPLOYMENT INSURANCE	261	248	73	100	10	25	25
591-552-718.000	RETIREMENT	44,531	47,838	57,708				
591-552-718.100	MUNICIPAL EMPLOYEES RETIREMENT PROGRAM				61,215	31,271	61,268	61,268
591-552-718.200	DEFINED CONTRIBUTION	7,015	7,396	6,251	5,096	4,871	15,098	15,098
591-552-719.000	WORKERS' COMPENSATION	7,369	6,864	7,852	7,852	4,626	8,100	8,100
591-552-728.000	OPERATING SUPPLIES	11,209	10,063	4,677	6,500	2,539	11,000	11,000
NEED \$5,400.00 IN MATERIALS FOR REPAIR OF WATER DISTRIBUTION PARTS ROOM (CONCRETE REPAIRS & ROOF REPAIRS MOSTLY)								
INCREASE BUDGET LINE ITEM TO \$11,000.00								
591-552-751.000	GAS & OIL	17,082	19,274	12,197	17,000	9,346	16,000	16,000
591-552-818.000	CONTRACTUAL SERVICES	43,432	1,481	16,035	403,950	118,877	1,068,730	1,068,730
	FOOTNOTE AMOUNTS:						250	
	DRUG SCREENING						8,800	
	FOOTNOTE AMOUNTS:						2,500	
	CROSS CONNECTION PROGRAM						9,000	
	FOOTNOTE AMOUNTS:						9,000	
	MISSDIG ANNUAL FEE							
	FOOTNOTE AMOUNTS:						7,080	
	GEODATABASE SUPPORT							
	MISC ENG SERVICES (EGLE OR FIELD WORK \$10,000 NOT REQUESTING)							
	CONSTR SERVICES BEYOND STAFF CAPABILITIES (\$9,450 NOT REQUESTING)							
	FOOTNOTE AMOUNTS:						13,500	
	ACLARA ONE OPERATING METER READING SYSTEM ANNUAL MAINT FEE (\$11,800 X 60%)							
	FOOTNOTE AMOUNTS:						41,130	
	ACLARA ACE PORTAL ANNUAL MAINT FEE (\$22,500 X 60%)							
	GL # FOOTNOTE TOTAL:							
591-552-820.100	ELECTRICITY	2,780	2,617	2,353	3,000	1,458	3,000	3,000
591-552-820.200	GAS	3,605	3,717	3,249	4,000	1,884	4,000	4,000
591-552-820.300	TELEPHONE	2,836	3,083	2,461	3,000	1,565	3,000	3,000
591-552-833.000	EQUIPMENT MAINTENANCE	1,051	1,104	1,700	1,500	836	1,500	1,500
591-552-833.200	EQUIPMENT MAINT-HYDRANTS & N	70,031	40,362	22,125	45,000	22,399	40,000	40,000

ENTERPRISE FUNDS		2017-18	2018-19	2019-20	2020-21	2020-21	2021-22	2021-22
		ACTIVITY	ACTIVITY	ACTIVITY	AMENDED	ACTIVITY	REQUESTED	RECOMMENDED
GL NUMBER	DESCRIPTION				BUDGET	THRU 02/28/21	BUDGET	BUDGET
591-552-833.300	EQUIP MAINT. METER & SERV	131,487	54,420	18,523	20,000	13,322	18,000	18,000
591-552-843.000	EQUIPMENT RENTAL	766	121,762	98,901	90,000	108,126	120,000	120,000
	WILL SEE INCREASED COSTS FOR WATER MAIN BREAKS							
591-552-860.000	EDUCATION & TRAINING	2,067	1,973	2,310	3,500	1,492	3,000	3,000
591-552-968.000	DEPRECIATION EXPENSE	139,613	188,127	200,411				
Totals for dept 552 - WATER UNDERGROUND		830,532	768,711	734,258	970,176	525,320	1,678,146	1,678,877
Dept 553 - WATER FILTRATION								
591-553-702.100	SALARIES	69,490	70,876	71,985	77,189	48,445	74,265	76,112
591-553-702.200	WAGES	230,021	222,927	234,114	258,204	168,514	318,498	318,703
591-553-702.300	OVERTIME	22,716	40,528	34,480	28,000	26,907	38,500	38,500
591-553-702.400	WAGES - TEMPORARY	18,489	28,689	16,248	11,500	1,351	5,019	5,019
591-553-702.600	UNIFORMS	4,200	3,500	2,800	4,200	3,500	4,900	4,900
591-553-702.800	ACCRUED SICK LEAVE	1,204	1,253					
591-553-715.000	SOCIAL SECURITY (FICA)	26,240	28,020	27,552	29,001	18,689	30,093	30,259
591-553-716.000	FRINGES	15,907	918	1,768	3,000	1,227	3,000	3,000
591-553-716.100	HEALTH INSURANCE	69,000	80,003	69,821	79,412	44,306	97,500	97,500
591-553-716.200	DENTAL INSURANCE	3,339	3,688	3,045	3,725	2,239	4,214	4,214
591-553-716.300	OPTICAL INSURANCE	441	508	443	488	297	524	524
591-553-716.400	LIFE INSURANCE	1,002	993	1,326	1,762	1,113	1,993	1,993
591-553-716.500	DISABILITY INSURANCE	2,706	2,772	2,470	2,266	1,862	3,703	3,703
591-553-717.000	UNEMPLOYMENT INSURANCE	319	299	107	150	2	25	25
591-553-718.000	RETIREMENT	25,302	128,365	321,441				
591-553-718.100	MUNICIPAL EMPLOYEES RETIREMENT PROGRAM				36,030	15,689	28,398	28,398
591-553-718.200	DEFINED CONTRIBUTION	11,136	11,833	11,594	11,204	8,328	33,409	33,594
591-553-719.000	WORKERS' COMPENSATION	5,228	6,794	7,512	7,512	4,854	8,000	8,000
591-553-728.000	OPERATING SUPPLIES	8,193	4,583	4,952	6,000	4,238	6,000	6,000
591-553-728.100	LAB SUPPLIES	19,207	16,059	21,732	18,000	11,937	34,640	34,640
INCREASED LSL SAMPLING AND LAB ANALYSIS PER EGLE MANDATE (LSL, DSMI INV, ALE EXCEEDANCE) REQUIRES INCREASE ACTIVITY IN THIS ACCOUNT EST AT \$16,640.00								
591-553-743.000	CHEMICALS	112,209	148,895	149,493	150,000	115,871	157,000	157,000
3% INCREASE IN ANTICIPATION OF CHEM INCREASES AND ADDITIONAL CUSTOMERS WILL ALSO SEE A 21% INCREASE IN CO2 GAS FOR PH ADJUSTMENT, WHICH COMES IN THE FORM OF AN INCREASED SURCHARGE. THIS WILL PROJECT THE 2021=2022 CO2 USAGE TO \$13,082.00 OVER LAST YEARS \$10,385.00 USAGE.								
591-553-751.000	GAS & OIL	2,035	1,322	1,817	2,000	646	2,000	2,000
591-553-818.000	CONTRACTUAL SERVICES	13,456	12,097	22,966	67,500	47,388	54,000	54,000

ENTERPRISE FUNDS		2017-18	2018-19	2019-20	2020-21	2020-21	2021-22	2021-22
		ACTIVITY	ACTIVITY	ACTIVITY	AMENDED	ACTIVITY	REQUESTED	RECOMMENDED
GL NUMBER	DESCRIPTION				BUDGET	THRU 02/28/21	BUDGET	BUDGET
	FOOTNOTE AMOUNTS:						5,700	
	ANNUAL EGLE PERMIT							
	FOOTNOTE AMOUNTS:						12,000	
	WELLHEAD PROTECTION PROGRAM							
	FOOTNOTE AMOUNTS:						2,500	
	EMERGENCY GEN ANNUAL INSP							
	FOOTNOTE AMOUNTS:						3,550	
	MAG METER SERVICING, BISBEE INFRARED SERVICE							
	FOOTNOTE AMOUNTS:						6,000	
	ROOF REPAIRS							
	FOOTNOTE AMOUNTS:						10,250	
	MISC ENGINEERING ASSIST							
	FOOTNOTE AMOUNTS:						14,000	
	CLEAN & INSPECT SW RESERVOIR							
	GL # FOOTNOTE TOTAL:						54,000	
591-553-820.100	ELECTRICITY	145,113	148,208	139,243	150,000	87,330	152,500	152,500
591-553-820.200	GAS	6,235	5,205	5,497	5,500	2,992	6,000	6,000
591-553-820.300	TELEPHONE	4,760	4,527	4,327	4,800	3,337	8,160	8,160
	FOOTNOTE AMOUNTS:						3,360	
	EXPECT ADDITIONAL CELL COSTS FOR PHASE I & II SCADA IMPLEMENTATION 6 WELLS & 2 WATER TOWERS TELEMETRY COSTS @ \$35.00/MO							
	FOOTNOTE AMOUNTS:						4,800	
	OTHER NORMAL EXPENSES							
	GL # FOOTNOTE TOTAL:						8,160	
591-553-820.500	REFUSE	428	450	397	1,000	283	700	700
591-553-831.000	BUILDING MAINTENANCE	6,358	12,505	8,095	10,000	3,925	10,000	10,000
591-553-832.000	STATIONARY EQUIPMENT	19						
591-553-833.000	EQUIPMENT MAINTENANCE	28,435	65,919	20,784	45,000	14,818	40,000	40,000
591-553-833.100	EQUIP MAINT - WELLS	6,267	10,589	24,914	20,000	1,429	20,000	20,000
	EXPECT WORK ON WELL NO. 1, HINTZ AND OSBURN							
591-553-834.000	MAINTENANCE	118,793	920	121,240	111,500	74,922	110,000	110,000
	LAGOON NO.1 SPENT LIME REMOVAL							
	BACKWASH LAGOON DREDGING							
	SURVEY FEES LAGOON NO.1							
591-553-860.000	EDUCATION & TRAINING	3,047	2,536	1,952	2,500	1,650	4,000	4,000
	FOOTNOTE AMOUNTS:						3,500	

ENTERPRISE FUNDS		2017-18	2018-19	2019-20	2020-21	2020-21	2021-22	2021-22
		ACTIVITY	ACTIVITY	ACTIVITY	AMENDED	ACTIVITY	REQUESTED	RECOMMENDED
GL NUMBER	DESCRIPTION				BUDGET	THRU 02/28/21	BUDGET	BUDGET
TWO NEW EMPLOYEES WILL REQUIRE ADDITIONAL TRAINING AND THREE CURRENT EMPLOYEES NEED CERTIFICATION COURSES								
591-553-968.000	DEPRECIATION EXPENSE	231,354	248,700	253,970				
Totals for dept 553 - WATER FILTRATION		1,212,649	1,314,481	1,588,085	1,147,443	718,089	1,257,041	1,259,444
Dept 901 - CAPITAL OUTLAY								
591-901-972.000	MAINS & HYDRANTS	592	468,732	97,319	2,235,200	1,261,148	105,000	105,000
FOOTNOTE AMOUNTS:							105,000	
MAPLE STREET WATER MAIN - NOT DWRF CONST & ENG								
591-901-972.100	COL-SERVICE LINES					717		
591-901-972.200	COL-WATER STORAGE				9,500			
591-901-977.000	COL - EQUIPMENT	4,035	838	3,590	1,126,600	209,662	510,650	510,650
WTP ITEMS:								
NO 1 HIGH SERVICE PUMP & CONTROLS OR CSE EQUIP							52,000	
PORTABLE GENERATOR PUMP STATIONS \$55,000 (NOT REQUESTING)								
MAIN PLANT POWER SWITCH GEAR REPLACEMENT \$35,000 (NOT REQUESTING)								
WELLS:								
PALMER NO. 3 REHAB							195,900	
WELL NO. 1 REHAB AT WTP							40,000	
SCADA PHASE II							222,750	
GL # FOOTNOTE TOTAL:							510,650	
591-901-983.000	LEASED ASSETS				150,919	150,919	68,078	68,078
FOOTNOTE AMOUNTS:							68,078	
PAYMENT LESS APPLICATION OF UNUSED INSTALLMENT LOAN TO FUTURE PYMTS (150,919.06-82,841.38))								
Totals for dept 901 - CAPITAL OUTLAY		4,627	469,570	100,909	3,522,219	1,622,446	683,728	683,728
Dept 905 - DEBT SERVICE								
591-905-980.991	PRINCIPAL				445,000	445,000	605,000	605,000
2012 WATER REVENUE BOND PRINCIPAL							475,000	
2020 SRF PRINCIPAL							130,000	
GL # FOOTNOTE TOTAL:							605,000	
591-905-980.995	INTEREST	115,841	103,018	88,129	102,453	23,517	65,538	65,538
2012 REVENUE BOND INTEREST							23,538	
2020 DWRF INTEREST							42,000	
GL # FOOTNOTE TOTAL:							65,538	
Totals for dept 905 - DEBT SERVICE		115,841	103,018	88,129	547,453	468,517	670,538	670,538

ENTERPRISE FUNDS		2017-18	2018-19	2019-20	2020-21	2020-21	2021-22	2021-22
		ACTIVITY	ACTIVITY	ACTIVITY	AMENDED	ACTIVITY	REQUESTED	RECOMMENDED
GL NUMBER	DESCRIPTION				BUDGET	THRU 02/28/21	BUDGET	BUDGET
Dept 965 - OTHER FINANCING SOURCES (USES)								
591-965-995.000	OTHER FINANCING SOURCES (USES)		(380,000)					
	Totals for dept 965 - OTHER FINANCING SOURCES (USES)		(380,000)					
TOTAL APPROPRIATIONS		2,510,791	2,691,684	3,059,408	6,703,732	3,652,216	4,824,460	4,831,757
NET OF REVENUES/APPROPRIATIONS - FUND 591		744,341	1,544,104	787,704	203,517	(619,398)	(792,260)	(799,557)
							Projected Beginning Working Capital 6/30/21	1,494,385
							Ending Projected Working Capital 6/30/22	694,828

ENTERPRISE FUNDS		2017-18	2018-19	2019-20	2020-21	2020-21	2021-22	2021-22
		ACTIVITY	ACTIVITY	ACTIVITY	AMENDED	ACTIVITY	REQUESTED	RECOMMENDED
GL NUMBER	DESCRIPTION				BUDGET	THRU 02/28/21	BUDGET	BUDGET
Fund 599 - WASTEWATER FUND								
ESTIMATED REVENUES								
Dept 000 - REVENUE								
599-000-539.529	STATE SOURCES	123,109			2,145,000		3,037,900	3,037,900
	SOLIDS HANDLING-DWRF						2,600,000	
	MAIN BLDG ROOF-DWRF						437,900	
	GL # FOOTNOTE TOTAL:						3,037,900	
599-000-602.100	OP & MAINT CHRГ - OWOSSO	1,056,219	1,107,028	1,149,044	1,175,000	822,484	1,186,750	1,186,750
	INCREASED 1% FROM PRIOR YEAR BUDGET. ACTUAL CHARGE IS CALCULATED MONTHLY AT PLANT							
599-000-602.200	OP & MAINT CHRГ - OWOSSO TWP	144,388	145,853	167,066	175,000	152,388	176,750	176,750
599-000-602.300	OP & MAINT CHRГ - CALEDONIA TV	117,191	123,638	101,010	150,000	71,010	151,500	151,500
599-000-602.400	OP & MAINT CHRГ - CORUNNA	182,810	195,535	203,755	225,000	147,570	227,250	227,250
599-000-603.100	REPLACEMENT CHRГ - OWOSSO	141,822	185,144	238,884	352,400	174,980	411,110	411,110
599-000-603.200	REPLACEMENT CHRГ - OWOSSO TV	33,511	46,204	69,010	105,980	55,720	123,636	123,636
599-000-603.300	REPLACEMENT CHRГ - CALEDONIA	26,156	36,270	50,261	79,140	38,585	92,325	92,325
599-000-603.400	REPLACEMENT CHRГ - CORUNNA	24,512	32,382	41,844	62,480	30,715	72,889	72,889
599-000-664.664	INTEREST INCOME	9,774	35,579	23,470	16,000	1,825	2,000	2,000
599-000-671.673	SALE OF FIXED ASSETS			1,375				
599-000-671.694	MISCELLANEOUS	6,627	2,533	4,082	5,000	2,994	5,000	5,000
Totals for dept 000 - REVENUE		1,866,119	1,910,166	2,049,801	4,491,000	1,498,271	5,487,110	5,487,110
TOTAL ESTIMATED REVENUES		1,866,119	1,910,166	2,049,801	4,491,000	1,498,271	5,487,110	5,487,110
APPROPRIATIONS								
Dept 548 - WASTEWATER OPERATIONS								
599-548-702.100	SALARIES	24,261	99,543	88,074	89,310	57,968	87,565	89,735
599-548-702.200	WAGES	313,869	308,470	347,113	374,409	251,385	390,366	390,673
599-548-702.300	OVERTIME	34,628	24,700	37,648	30,500	19,075	32,500	32,500
599-548-702.400	WAGES - TEMPORARY	17,077	11,702	6,379				
599-548-702.600	UNIFORMS	4,900	4,900	4,900	5,600	4,900	5,600	5,600
599-548-702.800	ACCRUED SICK LEAVE	1,354	7,515	722	800	564	800	800
599-548-715.000	SOCIAL SECURITY (FICA)	33,882	35,415	35,347	35,475	23,923	39,667	39,863
599-548-716.000	FRINGES	17,231	11,655	15,092	15,000	9,662	15,000	15,000
599-548-716.100	HEALTH INSURANCE	79,362	87,544	108,863	125,715	75,060	150,332	150,332
599-548-716.200	DENTAL INSURANCE	4,459	3,905	4,573	5,608	3,490	6,147	6,147

ENTERPRISE FUNDS		2017-18	2018-19	2019-20	2020-21	2020-21	2021-22	2021-22
		ACTIVITY	ACTIVITY	ACTIVITY	AMENDED	ACTIVITY	REQUESTED	RECOMMENDED
GL NUMBER	DESCRIPTION				BUDGET	THRU 02/28/21	BUDGET	BUDGET
599-548-716.300	OPTICAL INSURANCE	614	609	731	875	513	880	880
599-548-716.400	LIFE INSURANCE	1,231	1,292	1,654	2,247	1,374	2,296	2,296
599-548-716.500	DISABILITY INSURANCE	3,141	3,669	3,771	4,183	2,645	4,422	4,422
599-548-716.600	PHYSICALS	651	503	228	500	246	250	250
599-548-717.000	UNEMPLOYMENT INSURANCE	473	579	117	550	2	25	25
599-548-718.000	RETIREMENT	101,304	158,156	325,470				
599-548-718.100	MUNICIPAL EMPLOYEES RETIREMEI	9,378	9,174	11,310	110,683	73,501	140,601	140,601
599-548-718.200	DEFINED CONTRIBUTION	9,737	11,647	12,293	12,105	8,512	31,649	31,706
599-548-719.000	WORKERS' COMPENSATION	5,028	4,344	5,661	5,800	3,324	5,900	5,900
599-548-728.000	OPERATING SUPPLIES	11,917	9,221	17,430	20,000	10,412	18,000	18,000
599-548-728.100	SUPPLIES	11,307	13,065	12,419	14,500	8,478	14,500	14,500
	LAB SUPPLIES AND SHIPPING EXPENSE							
599-548-743.100	CHEMICALS - IRON	40,930	32,123	51,515	48,000	25,693	48,000	48,000
	COAGULATION AND SETTLING OF PRIMARY SLUDGE							
599-548-743.200	CHEMICALS - POLYMER	13,101	18,322	15,708	22,000	13,875	22,000	22,000
	CHEMICAL AID FOR SOLIDS/SLUDGE SETTLING & THICKENING							
599-548-743.300	CHEMICALS - CHLORINE	27,374	26,080	35,395	42,000	15,812	42,000	42,000
	DISINFECT FINAL EFFLUENT TO RECEIVING WATERS							
599-548-751.000	GAS & OIL	4,395	5,513	6,556	8,500	2,074	6,500	6,500
599-548-801.000	PROFESSIONAL SERVICES: ADMINIS	10,536	17,402	83,154	69,400	16,393	100,000	100,000
	ADMINISTRATIVE AND SUPPORT COSTS - PROJECT BIDDING SERVICES - AUDIT							
	\$70,000.00							
	NEWS LETTER AND PUBLIC ANNOUNCEMENTS							
	LAB ANALYSIS EXPENSE							
	MISC ENGINEERING SERVICES - PIPE HANGER RPOGRAM/CHEM ANALYSIS/OTHER							
	\$30,000.00							
599-548-801.100-WAMPO	PROFESSIONAL SERVICES-WAMP	81,566						
599-548-810.000	INSURANCE & BONDS	42,966	37,845	38,047	45,000	38,927	40,099	40,099
	EST 3% INCREASE							
599-548-820.100	ELECTRICITY	227,462	214,371	224,912	230,000	131,243	230,000	230,000
599-548-820.200	GAS	13,927	14,517	14,686	16,000	6,672	15,000	15,000
599-548-820.300	TELEPHONE	3,525	3,325	2,817	4,000	1,923	3,500	3,500
599-548-820.400	WATER & SEWER	3,323	5,119	4,418	4,000	2,427	5,000	5,000
599-548-820.500	REFUSE	931	978	1,031	1,000	735	1,100	1,100
599-548-831.000	BUILDING MAINTENANCE	13,481	21,267	10,628	18,000	9,736	18,000	18,000
599-548-832.000	STATIONARY EQUIPMENT	5,760	7,746	5,855	7,100	5,760	6,000	6,000

ENTERPRISE FUNDS		2017-18	2018-19	2019-20	2020-21	2020-21	2021-22	2021-22
		ACTIVITY	ACTIVITY	ACTIVITY	AMENDED	ACTIVITY	REQUESTED	RECOMMENDED
GL NUMBER	DESCRIPTION				BUDGET	THRU 02/28/21	BUDGET	BUDGET
	FOOTNOTE AMOUNTS:						6,000	
	EGLE NPDES PERMITS AND OTHER REGULATORY FEES							
599-548-833.000	EQUIPMENT MAINTENANCE	55,169	63,308	59,766	70,000	47,765	70,000	70,000
	VARIOUS PLANT MAINTENANCE ITEMS ALL OPERATING EQUIPMENT. KEEP AT \$70,000 TO COMPLETE SELF HELP PIPE HANGER PROJECT.							
	MANY HANGERS WILL REQUIRE MANUFACTURING LOCALLY.							
599-548-834.000	MAINTENANCE	119,204	167,109	172,243	150,000	92,473	160,000	160,000
	FOOTNOTE AMOUNTS:						160,000	
	LANDFILL DISPOSAL FEES CONTINUE TO INCREASE EACH YEAR. VOLUME BASED ON ACTUAL FLOWS TO WWTP.							
599-548-834.100	HHW PROGRAM	4,600			5,000		5,000	5,000
	HOUSE HOLD HAZARDOUS WASTE PROGRAM IN COOPERATION WITH COUNTY HEALTH DEPT							
599-548-856.000	MISCELLANEOUS	1,757						
599-548-858.000	MEMBERSHIPS & DUES	345	421	438	600	371	600	600
599-548-860.000	EDUCATION & TRAINING	1,952	2,280	1,719	3,000	350	3,000	3,000
599-548-860.100	SAFETY TRAINING			126	300		300	300
599-548-899.101	GF CONTRIBUTION	200,177	191,667	222,048	191,667	138,858	212,000	212,000
	ANNUALIZED FY21 THRU FEB, ADDED 1.7% CPI							
599-548-968.000	DEPRECIATION EXPENSE	199,372	249,924	249,924				
	Totals for dept 548 - WASTEWATER OPERATIONS	1,757,657	1,886,925	2,240,781	1,789,427	1,106,121	1,934,599	1,937,329
Dept 901 - CAPITAL OUTLAY								
599-901-977.000	COL - EQUIPMENT	43,043	74,162	20,764	2,731,000	1,468,731	3,092,900	3,092,900
	FOOTNOTE AMOUNTS:						55,000	
	EAST ROUGHING TOWER PUMP REPLACEMENT..... \$20,000.00							
	TERTIARY PUMP & MOTOR REPAIR/REPLACEMENTG..... \$35,000.00							
	Totals for dept 901 - CAPITAL OUTLAY	43,043	74,162	20,764	2,731,000	1,468,731	3,092,900	3,092,900
Dept 905 - DEBT SERVICE								
599-905-980.991	PRINCIPAL						90,000	90,000
	FOOTNOTE AMOUNTS:						90,000	
	2020 SRF PRINCIPAL							
599-905-980.995	INTEREST				35,000		42,000	42,000
	SRF 2020							
	Totals for dept 905 - DEBT SERVICE				35,000		132,000	132,000
TOTAL APPROPRIATIONS								
		1,800,700	1,961,087	2,261,545	4,555,427	2,574,852	5,159,499	5,162,229

ENTERPRISE FUNDS		2017-18	2018-19	2019-20	2020-21	2020-21	2021-22	2021-22
		ACTIVITY	ACTIVITY	ACTIVITY	AMENDED	ACTIVITY	REQUESTED	RECOMMENDED
GL NUMBER	DESCRIPTION				BUDGET	THRU 02/28/21	BUDGET	BUDGET
	NET OF REVENUES/APPROPRIATIONS - FUND 599	65,419	(50,921)	(211,744)	(64,427)	(1,076,581)	327,611	324,881
							Projected Beginning Working Capital 6/30/21	243,657
							Ending Projected Working Capital 6/30/22	568,538

04/12/2021 BUDGET REPORT FOR CITY OF OWOSSO								
Calculations as of 02/28/2021								
FLEET FUND		2017-18	2018-19	2019-20	2020-21	2020-21	2021-22	2021-22
GL NUMBER	DESCRIPTION	ACTIVITY	ACTIVITY	ACTIVITY	AMENDED BUDGET	ACTIVITY THRU 02/28/21	REQUESTED BUDGET	RECOMMENDED BUDGET
Fund 661 - FLEET MAINTENANCE FUND								
ESTIMATED REVENUES								
Dept 000 - REVENUE								
661-000-664.664	INTEREST INCOME	898	21,447	17,615	16,000	(104)	1,000	1,000
661-000-664.669	EQUIPMENT RENTAL	704,603	773,516	626,573	704,000	519,197	704,000	704,000
661-000-671.673	SALE OF FIXED ASSETS	(99)	2,006	76		(21,457)		
Totals for dept 000 - REVENUE		705,402	796,969	644,264	720,000	497,636	705,000	705,000
TOTAL ESTIMATED REVENUES		705,402	796,969	644,264	720,000	497,636	705,000	705,000
APPROPRIATIONS								
Dept 891 - FLEET MAINTENANCE								
661-891-702.200	WAGES	68,786	59,924	59,594	112,104	45,819	87,670	87,670
661-891-703.000	OTHER COMPENSATION	10,452	8,931	14,706	7,875	13,674	10,000	10,000
661-891-715.000	SOCIAL SECURITY (FICA)	3,635	3,624	3,868	4,435	3,760	6,343	6,343
661-891-716.000	FRINGES	24,325	14,905	16,525	17,000	5,889	20,000	20,000
661-891-716.100	HEALTH INSURANCE	16,998	17,926	17,785	14,260	9,468	18,311	18,311
661-891-716.200	DENTAL INSURANCE	485	467	427	489	311	489	489
661-891-716.300	OPTICAL INSURANCE	60	60	60	63	40	60	60
661-891-716.400	LIFE INSURANCE	79	79	139	198	182	396	396
661-891-717.000	UNEMPLOYMENT INSURANCE	41	41	5	45		25	25
661-891-718.000	RETIREMENT	26,431	53,144	115,958				
661-891-718.100	MUNICIPAL EMPLOYEES RETIREMENT PROGRAM				37,200	16,199	29,250	29,250
661-891-718.200	DEFINED CONTRIBUTION					436	3,308	3,308
661-891-719.000	WORKERS' COMPENSATION	840	872	1,196	1,250	705	1,300	1,300
661-891-728.000	OPERATING SUPPLIES	5,201	3,415	6,457	6,000	3,104	6,000	6,000
661-891-751.000	GAS & OIL	35,067	43,523	29,818	40,000	21,829	35,000	35,000
661-891-801.000	PROFESSIONAL SERVICES: ADMINISTRATION	1,546	1,855	1,855	2,000	2,021	2,000	2,000
661-891-810.000	INSURANCE & BONDS	26,078	25,845	25,983	27,000	26,584	27,381	27,381
EST 3% INCREASE								
661-891-833.000	EQUIPMENT MAINTENANCE	80,115	55,363	50,143	70,000	28,649	55,000	55,000
661-891-860.000	EDUCATION & TRAINING		195	361	1,000	205	1,500	1,500
661-891-899.101	GF CONTRIBUTION	30,996	27,111	27,111	31,000	15,815	31,520	31,520
661-891-968.000	DEPRECIATION EXPENSE	183,929	279,708	299,719				
Totals for dept 891 - FLEET MAINTENANCE		515,064	596,988	671,710	371,919	194,690	335,553	335,553

FLEET FUND		2017-18	2018-19	2019-20	2020-21	2020-21	2021-22	2021-22
		ACTIVITY	ACTIVITY	ACTIVITY	AMENDED	ACTIVITY	REQUESTED	RECOMMENDED
GL NUMBER	DESCRIPTION				BUDGET	THRU 02/28/21	BUDGET	BUDGET
Dept 901 - CAPITAL OUTLAY								
661-901-979.000	COL-EQUIPMENT	28,392	700	544	453,000	502,237	299,000	299,000
	ONE EACH 10 YARD TANDEM TRUCK & DUMP BOX \$155,000 (ON REPLACEMENT SCH AND CIP AS FY2022-23)							
	FOOTNOTE AMOUNTS:						50,000	
	TWO EACH 3/4 TON PICKUP TRUCKS \$60,000 (REPLACEMENT SCH AS \$50K)							
	FOOTNOTE AMOUNTS:						210,000	
	ONE AERIAL BUCKET TRUCK							
	FOOTNOTE AMOUNTS:						10,000	
	OTHER ITEMS ON REPLACEMENT SCH-PAVEMENT SAW							
	FOOTNOTE AMOUNTS:						29,000	
	REPLACEMENT SCHEDULE SHOWS PAYOUTS IN FY2021-22 \$299,000							
	GL # FOOTNOTE TOTAL:						299,000	
661-901-979.100	COL-EQUIPMENT INTEREST	3,281	1,661					
Totals for dept 901 - CAPITAL OUTLAY		31,673	2,361	544	453,000	502,237	299,000	299,000
TOTAL APPROPRIATIONS		546,737	599,349	672,254	824,919	696,927	634,553	634,553
NET OF REVENUES/APPROPRIATIONS - FUND 661		158,665	197,620	(27,990)	(104,919)	(199,291)	70,447	70,447
						Projected Beginning Working Capital 6/30/21	1,927,025	
						Ending Projected Working Capital 6/30/22	1,997,472	

04/12/2021 BUDGET REPORT FOR CITY OF OWOSSO								
Calculations as of 02/28/2021								
COMPONENT UNITS		2017-18	2018-19	2019-20	2020-21	2020-21	2021-22	2021-22
GL NUMBER	DESCRIPTION	ACTIVITY	ACTIVITY	ACTIVITY	AMENDED BUDGET	ACTIVITY THRU 02/28/21	REQUESTED BUDGET	RECOMMENDED BUDGET
Fund 276 - OBRA FUND DISTRICT #16 - QDOBA								
ESTIMATED REVENUES								
Dept 000 - REVENUE								
276-000-401.407	OBRA:TAX CAPTURE		8,555	9,168	9,900		9,800	9,800
276-000-539.529	STATE SOURCES	12,433						
276-000-664.664	INTEREST INCOME		18	61	100			
276-000-671.676	DONATIONS				11,803	12,629	19,121	19,121
Totals for dept 000 - REVENUE		12,433	8,573	9,229	21,803	12,629	28,921	28,921
TOTAL ESTIMATED REVENUES		12,433	8,573	9,229	21,803	12,629	28,921	28,921
APPROPRIATIONS								
Dept 730 - PROFESSIONAL SERVICES								
276-730-801.000	PROFESSIONAL SERVICES: ADMINI	105		490	515	515	750	750
Totals for dept 730 - PROFESSIONAL SERVICES		105		490	515	515	750	750
Dept 901 - CAPITAL OUTLAY								
276-901-965.000	CAPITAL CONTRIBUTION-PRIVATE	6,185						
Totals for dept 901 - CAPITAL OUTLAY		6,185						
Dept 905 - DEBT SERVICE								
276-905-980.991	PRINCIPAL				28,171		24,274	24,274
276-905-980.995	INTEREST						3,897	3,897
Totals for dept 905 - DEBT SERVICE					28,171		28,171	28,171
TOTAL APPROPRIATIONS		6,290		490	28,686	515	28,921	28,921
NET OF REVENUES/APPROPRIATIONS - FUND 276		6,143	8,573	8,739	(6,883)	12,114		
Fund 277 - OBRA FUND DISTRICT #20 - J&H OIL								
ESTIMATED REVENUES								
Dept 000 - REVENUE								
277-000-539.529	STATE SOURCES				17,093	26,809		
Totals for dept 000 - REVENUE					17,093	26,809		
TOTAL ESTIMATED REVENUES					17,093	26,809		

COMPONENT UNITS		2017-18	2018-19	2019-20	2020-21	2020-21	2021-22	2021-22
		ACTIVITY	ACTIVITY	ACTIVITY	AMENDED	ACTIVITY	REQUESTED	RECOMMENDED
GL NUMBER	DESCRIPTION				BUDGET	THRU 02/28/21	BUDGET	BUDGET
APPROPRIATIONS								
Dept 901 - CAPITAL OUTLAY								
277-901-965.000	CAPITAL CONTRIBUTION-PRIVATE				17,093	26,809		
Totals for dept 901 - CAPITAL OUTLAY					17,093	26,809		
TOTAL APPROPRIATIONS					17,093	26,809		
NET OF REVENUES/APPROPRIATIONS - FUND 277								
Fund 283 - OBRA FUND-DISTRICT#3-TIAL								
ESTIMATED REVENUES								
Dept 000 - REVENUE								
283-000-401.407	OBRA:TAX CAPTURE	16,130	25,155	27,338	23,600	603	27,897	27,897
Totals for dept 000 - REVENUE		16,130	25,155	27,338	23,600	603	27,897	27,897
TOTAL ESTIMATED REVENUES		16,130	25,155	27,338	23,600	603	27,897	27,897
APPROPRIATIONS								
Dept 730 - PROFESSIONAL SERVICES								
283-730-801.000	PROFESSIONAL SERVICES: ADMINI	750	750	750	750		750	750
Totals for dept 730 - PROFESSIONAL SERVICES		750	750	750	750		750	750
Dept 905 - DEBT SERVICE								
283-905-980.991	PRINCIPAL	14,233	18,480	17,675	21,703		18,500	18,500
283-905-980.995	INTEREST		4,778	7,784			7,500	7,500
Totals for dept 905 - DEBT SERVICE		14,233	23,258	25,459	21,703		26,000	26,000
Dept 964 - TAX REIMBURSEMENTS								
283-964-969.000	DEVELOPER REIMBURSEMENT	1,147	1,147	1,147	1,147		1,147	1,147
Totals for dept 964 - TAX REIMBURSEMENTS		1,147	1,147	1,147	1,147		1,147	1,147
TOTAL APPROPRIATIONS		16,130	25,155	27,356	23,600		27,897	27,897
NET OF REVENUES/APPROPRIATIONS - FUND 283				(18)		603		
BEGINNING FUND BALANCE		20	20	20			603	603
ENDING FUND BALANCE		20	20	2		603	603	603

COMPONENT UNITS		2017-18	2018-19	2019-20	2020-21	2020-21	2021-22	2021-22
		ACTIVITY	ACTIVITY	ACTIVITY	AMENDED	ACTIVITY	REQUESTED	RECOMMENDED
GL NUMBER	DESCRIPTION				BUDGET	THRU 02/28/21	BUDGET	BUDGET
Fund 288 - OBRA FUND-DISTRICT #17 CARGILL (PREV #8)								
ESTIMATED REVENUES								
Dept 000 - REVENUE								
288-000-401.407	OBRA:TAX CAPTURE	4,447	111,483	176,303	190,000		202,720	202,720
288-000-695.698	OTHER FINANCING SOURCES	10,188						
Totals for dept 000 - REVENUE		14,635	111,483	176,303	190,000		202,720	202,720
TOTAL ESTIMATED REVENUES		14,635	111,483	176,303	190,000		202,720	202,720
APPROPRIATIONS								
Dept 730 - PROFESSIONAL SERVICES								
288-730-801.000	PROFESSIONAL SERVICES: ADMINISTRATIVE		107	6,384	9,902	9,902	12,000	12,000
Totals for dept 730 - PROFESSIONAL SERVICES			107	6,384	9,902	9,902	12,000	12,000
Dept 901 - CAPITAL OUTLAY								
288-901-965.100	CAPITAL CONTRIBUTIONS	396,198						
Totals for dept 901 - CAPITAL OUTLAY		396,198						
Dept 905 - DEBT SERVICE								
288-905-980.991	PRINCIPAL		34,539	87,341	30,000		126,404	126,404
288-905-980.995	INTEREST		76,837	72,676	150,098		64,316	64,316
Totals for dept 905 - DEBT SERVICE			111,376	160,017	180,098		190,720	190,720
TOTAL APPROPRIATIONS		396,198	111,483	166,401	190,000	9,902	202,720	202,720
NET OF REVENUES/APPROPRIATIONS - FUND 288		(381,563)		9,902		(9,902)		
Fund 292 - OBRA FUND-DIST#12(WOODARD LOFT)								
ESTIMATED REVENUES								
Dept 000 - REVENUE								
292-000-401.407	OBRA:TAX CAPTURE	94,817	105,902	112,501	112,160	2,724	125,000	125,000
Totals for dept 000 - REVENUE		94,817	105,902	112,501	112,160	2,724	125,000	125,000
TOTAL ESTIMATED REVENUES		94,817	105,902	112,501	112,160	2,724	125,000	125,000
APPROPRIATIONS								
Dept 730 - PROFESSIONAL SERVICES								
292-730-801.000	PROFESSIONAL SERVICES: ADMINI	1,000	1,000	1,000	1,000		1,000	1,000
Totals for dept 730 - PROFESSIONAL SERVICES		1,000	1,000	1,000	1,000		1,000	1,000
Dept 964 - TAX REIMBURSEMENTS								
292-964-969.000	DEVELOPER REIMBURSEMENT	93,817	104,902	111,501	111,160		124,000	124,000

COMPONENT UNITS		2017-18	2018-19	2019-20	2020-21	2020-21	2021-22	2021-22
		ACTIVITY	ACTIVITY	ACTIVITY	AMENDED	ACTIVITY	REQUESTED	RECOMMENDED
GL NUMBER	DESCRIPTION				BUDGET	THRU 02/28/21	BUDGET	BUDGET
Totals for dept 964 - TAX REIMBURSEMENTS		93,817	104,902	111,501	111,160		124,000	124,000
TOTAL APPROPRIATIONS		94,817	105,902	112,501	112,160		125,000	125,000
NET OF REVENUES/APPROPRIATIONS - FUND 292						2,724		
Fund 295 - OBRA-DIST#15 - ARMORY BUILDING								
ESTIMATED REVENUES								
Dept 000 - REVENUE								
295-000-401.407	OBRA:TAX CAPTURE	1,804	12,600	68,736	75,000		80,000	80,000
Totals for dept 000 - REVENUE		1,804	12,600	68,736	75,000		80,000	80,000
TOTAL ESTIMATED REVENUES		1,804	12,600	68,736	75,000		80,000	80,000
APPROPRIATIONS								
Dept 730 - PROFESSIONAL SERVICES								
295-730-801.000	PROFESSIONAL SERVICES: ADMINI	1,500	1,605	2,222	3,861	3,861	4,500	4,500
Totals for dept 730 - PROFESSIONAL SERVICES		1,500	1,605	2,222	3,861	3,861	4,500	4,500
Dept 964 - TAX REIMBURSEMENTS								
295-964-969.000	DEVELOPER REIMBURSEMENT	304	10,995	62,654	71,139		75,500	75,500
Totals for dept 964 - TAX REIMBURSEMENTS		304	10,995	62,654	71,139		75,500	75,500
TOTAL APPROPRIATIONS		1,804	12,600	64,876	75,000	3,861	80,000	80,000
NET OF REVENUES/APPROPRIATIONS - FUND 295				3,860		(3,861)		
ESTIMATED REVENUES - ALL FUNDS		139,819	263,713	394,107	439,656	42,765	464,538	464,538
APPROPRIATIONS - ALL FUNDS		515,239	255,140	371,624	446,539	41,087	464,538	464,538
NET OF REVENUES/APPROPRIATIONS - ALL FUNDS		(375,420)	8,573	22,483	(6,883)	1,678		
Projected Beginning Working Capital 6/30/21								76,492
Ending Projected Working Capital 6/30/22								76,492



**OWOSSO
MAIN STREET**

**BUDGET BREAKDOWN
FISCAL YEAR 2021/2022**

REVENUE

Tax - (unknown use last year's numbers)	\$42,000.00
TIF - (unknown use last year's numbers)	\$160,000.00
Service Contracts - contract with Executive Director	\$24,580.00
TOTAL	\$226,580.00

EXPENSES

DDA Expenses

Capitol Bowl	\$9,000.00
Downtown Renovation "Sidewalk" Fund	\$80,000.00
Maintenance	\$40,000.00
Contracted Services	\$3,100.00
EV Charging Station Loan	\$5,400.00
TOTAL	\$137,500.00

OMS Operating Expenses

Wages & Healthcare Stipend (Director)	\$61,450.00
Operating Supplies	\$2,000.00
Membership + Dues	\$1,000.00
Education/Training	\$2,000.00
TOTAL	\$66,450.00

Owoosso Main Street Work Plan Net Expenses

Promotion & Outreach	\$11,000.00
Design & Business Vitality	\$9,500.00
TOTAL	\$20,500.00

TOTAL Expense **\$224,450.00**

OTHER FUNDS

Capital Outlay	
Streetscape Maintenance	\$20,000.00
TOTAL	\$20,000.00

Approved by DDA Board 3/17/21



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MEMORANDUM

DATE: June 7, 2021

TO: Owosso City Council

FROM: Nathan Henne, City Manager
Cheryl Grice, CPA, Finance Director

SUBJECT: Adoption of the 2021-2022 DDA Budget

Please find the General Appropriations Act Resolution for the 2021-2022 Owosso Downtown Development Authority budget for your approval. The budget was approved by the DDA board before it was brought before the city council for final adoption.

Property Tax Millage

DDA Mills	1.9001
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Recommended Action

Approve the attached budget resolution to officially adopt the Owosso Downtown Development Authority 2021-22 budget.

Thank you

RESOLUTION NO.

**GENERAL APPROPRIATIONS RESOLUTION FOR
THE DOWNTOWN DEVELOPMENT AUTHORITY
FOR FY 2021-22**

WHEREAS, the Authority board met to consider a proposed budget for fiscal year 2021-22, and after deliberations and public input approved a budget; and

WHEREAS, the Owosso City Council held a public hearing on the proposed budget on May 17, 2021; and,

WHEREAS, it is the intent of the Downtown Development Authority to levy a tax for general operating purposes pursuant to Public Act 197 of 1975; and

WHEREAS, the general property tax laws, specifically MCL 211.34(d) provide for an annual compound millage reduction calculation applied to the maximum millage rate of two mills authorized by MCL 125.1662; and

WHEREAS, the millage reduction commonly known as the "Headlee" rollback results in a maximum operating millage rate of 1.9001 for which the Authority is authorized to levy,

NOW, THEREFORE, BE IT RESOLVED THAT the City Council of the City of Owosso hereby sets the tax rates and adopts the FY2021 budget for the Downtown Development Authority as shown below.

NOW THEREFORE, BE IT FURTHER RESOLVED, that the tax levy for the fiscal year commencing July 1, 2021 shall be the rate of 1.9001 per \$1,000 of taxable value of the 2021 assessment roll for the district as approved by the Board of Review.

Section 1: Estimated Expenditures

The following amounts are hereby appropriated for the operations of the Owosso Downtown Development Authority and its activities for the fiscal year beginning July 1, 2021 and ending June 30, 2022:

Downtown Development	\$ 224,450
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Section 2: Estimated Revenues

The following are estimated to be available for the fiscal year beginning July 1, 2021 and ending June 30, 2022, to meet the foregoing appropriations.

Property Taxes	\$ 202,000
Other Revenue	<u>24,580</u>
Total General Fund	\$ 226,580



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MEMORANDUM

DATE: June 7, 2021

TO: Owosso City Council

FROM: Nathan Henne, City Manager
Cheryl Grice, CPA, Finance Director

SUBJECT: Voluntary additional Defined Benefit Retirement Payment

At 6/30/20 the city assigned a portion of its fund balance to potentially make an additional deposit into our defined benefit plan. This additional MERS payment will not affect the unassigned fund balance in the general fund.

Using uniform assumptions, the pension system's actuarial value of assets is \$38,007,754. The actuarial accrued liabilities is \$47,389,394. The city is 80.2% funded. We would like to increase the funding level. Please note that we have not received the 12/31/20 valuation yet.

Placing additional voluntary contributions into the city's defined benefit pension plan shows fiscal responsibility and will increase overall funding levels. Depositing a \$500,000 voluntary contribution into a surplus division will allow for better funding in the pension yet won't decrease our monthly contribution rate (determined by division).

The total amount that will be deposited is \$504,302.38. This also reflects \$4,302.38 in miscellaneous receipts during the year that should be deposited into the pension fund (prior city pension receipts).

Recommendation:

Approve the additional payment to the city's surplus account at MERS in the amount of \$504,302.38 and approve the appropriate budget adjustment needed.

The Protecting Local Government Retirement and Benefits Act (PA 202 of 2017) & Public Act 530 of 2016 Pension Report

Enter Local Government Name	Owosso	Instructions: For a list of detailed instructions on how to complete and submit this form, visit michigan.gov/LocalRetirementReporting .
Enter Six-Digit Municode	782040	
Unit Type	City	
Fiscal Year End Month	June	
Fiscal Year (four-digit year only, e.g. 2019)	2020	Questions: For questions, please email LocalRetirementReporting@michigan.gov . Return this original Excel file. Do not submit a scanned image or PDF.
Contact Name (Chief Administrative Officer)	Cheryl Grice	
Title if not CAO	Finance Director	
CAO (or designee) Email Address	cheryl.grice@ci.owosso.mi.us	
Contact Telephone Number	(989) 725-0575	
Pension System Name (not division) 1	MERS	If your pension system is separated by divisions, you would only enter one system. For example, one could have different divisions of the same system for union and non-union employees. However, these would be only one system and should be reported as such on this form.
Pension System Name (not division) 2	Owosso ERS	
Pension System Name (not division) 3		
Pension System Name (not division) 4		
Pension System Name (not division) 5		

Line	Descriptive Information	Source of Data	System 1	System 2	System 3	System 4	System 5
1	Is this unit a primary government (County, Township, City, Village)?	Calculated	YES	YES	YES	YES	YES
2	Provide the name of your retirement pension system	Calculated from above	MERS	Owosso ERS			
3	Financial Information						
4	Enter retirement pension system's assets (system fiduciary net position ending)	Most Recent Audit Report	8,952,341	30,739,312			
5	Enter retirement pension system's liabilities (total pension liability ending)	Most Recent Audit Report	10,790,004	34,688,737			
6	Funded ratio	Calculated	83.0%	88.6%			
7	Actuarially Determined Contribution (ADC)	Most Recent Audit Report	5,138,223	369,283			
8	Governmental Fund Revenues	Most Recent Audit Report	11,505,467	11,505,467			
9	All systems combined ADC/Governmental fund revenues	Calculated	47.9%	47.9%			
10	Membership						
11	Indicate number of active members	Actuarial Funding Valuation used in Most Recent Audit Report	19	31			
12	Indicate number of inactive members	Actuarial Funding Valuation used in Most Recent Audit Report	1	7			
13	Indicate number of retirees and beneficiaries	Actuarial Funding Valuation used in Most Recent Audit Report	26	77			
14	Investment Performance						
15	Enter actual rate of return - prior 1-year period	Actuarial Funding Valuation used in Most Recent Audit Report or System Investment Provider	14.02%	21.21%			
16	Enter actual rate of return - prior 5-year period	Actuarial Funding Valuation used in Most Recent Audit Report or System Investment Provider	6.39%	7.60%			
17	Enter actual rate of return - prior 10-year period	Actuarial Funding Valuation used in Most Recent Audit Report or System Investment Provider	7.97%	8.15%			
18	Actuarial Assumptions						
19	Actuarial assumed rate of investment return	Actuarial Funding Valuation used in Most Recent Audit Report	7.35%	7.25%			
20	Amortization method utilized for funding the system's unfunded actuarial accrued liability, if any	Actuarial Funding Valuation used in Most Recent Audit Report	Level Percent	Other			
21	Amortization period utilized for funding the system's unfunded actuarial accrued liability, if any	Actuarial Funding Valuation used in Most Recent Audit Report	19	9			
22	Is each division within the system closed to new employees?	Actuarial Funding Valuation used in Most Recent Audit Report	No	No	COMBINED		
23	Uniform Assumptions						
24	Enter retirement pension system's actuarial value of assets using uniform assumptions	Actuarial Funding Valuation used in Most Recent Audit Report	9,017,788	28,989,966	38,607,754		
25	Enter retirement pension system's actuarial accrued liabilities using uniform assumptions	Actuarial Funding Valuation used in Most Recent Audit Report	11,817,788	35,571,606	47,389,394		
26	Funded ratio using uniform assumptions	Calculated	76.3%	81.5%	80.2%		
27	Actuarially Determined Contribution (ADC) using uniform assumptions	Actuarial Funding Valuation used in Most Recent Audit Report	395,448	1,099,267			
28	All systems combined ADC/Governmental fund revenues	Calculated	13.0%	13.0%			
29	Pension Trigger Summary						
30	Does this system trigger "underfunded status" as defined by PA 202 of 2017?	Primary government triggers: Less than 60% funded AND greater than 10% ADC/Governmental fund revenues. Non-Primary government triggers: Less than 60% funded	NO	NO	NO	NO	NO

Requirements (For your information, the following are requirements of P.A. 202 of 2017)
 Local governments must post the current year report on their website or in a public place.
 The local government must electronically submit the form to its governing body.
 Local governments must have had an actuarial experience study conducted by the plan actuary for each retirement system at least every 5 years.
 Local governments must have had a peer actuarial audit conducted by an actuary that is not the plan actuary OR replace the plan actuary at least every 8 years.



301 W MAIN ST • OWOSSO, MI 48867-2958 • 989-725-0555 • FAX 989-723-8854

DATE: June 7, 2021
TO: Owosso City Council
FROM: Ryan E. Suchanek, Director of Public Services & Utilities
SUBJECT: Setting Public Hearing for Lead Service Line Replacement Project Plan

RECOMMENDATION:

Authorization to set a special meeting for Monday, June 28, 2021 at 7:30 p.m. for the purpose of holding a public hearing for the City of Owosso's Lead Service Line Replacement Project Plan.

BACKGROUND:

The City of Owosso will hold a public hearing on proposed lead and galvanized service line replacements, for the purpose of receiving comments from interested persons. The hearing will be held during a special Owosso City Council meeting on Monday, June 28, 2021 at 7:30 P.M. in the City Hall Council Chambers, 301 West Main Street, Owosso, Michigan 48867.

The purpose of the proposed project is to comply with the State of Michigan's Lead and Copper Rules and the Michigan Clean Water Act.

The City of Owosso submitted an application for and has been recently approved to receive qualifying funding up to the maximum allowed of \$3.0 million dollars from the Michigan Department of Environment, Great Lakes, & Energy (EGLE), for its proposed lead service line project plan. All water service line replacement construction costs are eligible for 100% reimbursement, as the City of Owosso has obtained disadvantaged community status in accordance with EGLE guidelines.

Proposed project plan replaces water service lines from the water main to the building premises that are constructed of lead or galvanized material, and at no cost to the property owners.

Impacts of the proposed project include temporary noise and dust associated with construction projects, as well as temporary interrupted water service pending reconnection of new service lines. The improvements should not cause measurable long term detrimental environmental impacts.

Submitted by Ryan E. Suchanek, Director of Public Services & Utilities



MEMORANDUM

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

DATE: June 7, 2021

TO: Mayor Eveleth and the Owosso City Council

FROM: Ryan E. Suchanek, Director of Public Services & Utilities

SUBJECT: DayStarr Communications Easement

RECOMMENDATION:

Recommend approval of the attached permanent easement granting DayStarr Communications a 10' easement through the City owned lot at the southwest corner of Gould Street and Corunna Avenue (parcel number 050-011-021-002-00) for the installation and maintenance of new underground fiber optic communication lines.

BACKGROUND:

The City is in receipt of a request from DayStarr Communications for a 10' easement for the construction, operation, and maintenance of underground fiber optic communication lines under in the City owned lot at the southwest corner of Gould Street and Corunna Avenue (parcel number 050-011-021-002-00). They wish to install the new line to provide service to two commercial properties on Gould Street.

City staff has reviewed the location of the proposed easement and agrees that its placement is appropriate.

FISCAL IMPACTS:

There are no direct fiscal impacts on the City.

RESOLUTION NO.

**GRANTING A PERMANENT EASEMENT FOR FIBER OPTIC COMMUNICATION LINES
TO DAYSTARR COMMUNICATIONS**

WHEREAS, DayStarr Communications desires to install underground fiber optic communication lines in the City owned parcel 050-011-021-002-00 to provide service to commercial buildings on Gould Street; and

WHEREAS, DayStarr Communications has requested the City grant a permanent easement measuring 10' wide to allow for construction, operation, maintenance, and inspection of said lines; and

WHEREAS, City staff has reviewed the request, concurs with the proposed location; and

WHEREAS, the city of Owosso is willing to grant a permanent easement for those portions of parcel number 050-011-021-002-00 described as follows:

Description of Proposed Easement No. 1: Part of Block 21 of "The Resubdivision of Blocks 19, 20, 21 of George T. Abrey's Woodlawn Park Addition to the City of Owosso, Shiawassee County, Michigan", according to the plat thereof, as recorded in Liber 1, Page 120 ½, Shiawassee County Records, described as beginning at a point on the North line of said Block 21 that is S71°00'00"E 134.06 feet (recorded as 134.00 feet) from the Northeast corner of Block 20 of said Plat; thence S71°00'00"E 10.00 feet; thence S19°00'00"W 158.03 feet; thence N71°00'00"W 10.00 feet, thence N19°00'00"E 158.03 feet to the point of beginning.

Description of Proposed Easement No. 2: Part of Block 21 of "The Resubdivision of Blocks 19, 20, 21 of George T. Abrey's Woodlawn Park Addition to the City of Owosso, Shiawassee County, Michigan", according to the plat thereof, as recorded in Liber 1, Page 120 ½, Shiawassee County Records, described as beginning at a point that is S71°00'00"E 144.06 feet and S19°00'00"W 140.38 feet from the Northeast corner of Block 20 off said Plat; thence S70°20'14"E 128.12 feet to the Westerly right-of-way line of Gould Street; thence on said right-of-way line in a curve to the left having a radius of 668.27 feet, a central angle of 0°52'48" and a chord bearing and distance of S06°40'16"W 10.26 feet; thence N70°20'14"W 130.32 feet; thence N19°00'00"E 10.00 feet to the point of beginning.

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

FIRST: The city of Owosso has determined that it is advisable, necessary and in the public interest to grant a permanent easement as outlined by the terms set forth in the attached Easement for Underground Fiber Optic Communication Lines between the city of Owosso and DayStarr Communications.

SECOND: The Mayor and City Clerk are instructed and authorized to execute said easement documents.

May 27, 2021

City of Owosso
301 W. Main Street
Owosso, MI. 48867

DayStarr Ticket Number: 43287

DayStarr has received request for service from 520 South Gould Street and 525 South Gould Street. I have enclosed an Easement pertaining to these service requests that needs to be signed. This document will be recorded and therefore needs to conform to the requirements of the Register of Deeds. On page 2, please sign your names in **black ink** on the lines under Owner that same as it appears typed. Notary should sign in **black ink** on the line above Notary Public, date and fill in notary information or use notary stamp.

Please return the completed Easement in the enclosed prepaid self-addressed envelope. We appreciate your prompt attention to this request.

If you have any questions in regard to this matter, please call me at (989) 720-6023

Best Regards,



Brent R. Klein
Engineering
DayStarr Communications

EASEMENT FOR UNDERGROUND FIBER OPTIC COMMUNICATION LINES

Reference Ticket #43287

Parties: "Owner" is City of Owosso, a Michigan municipal corporation

Owner's mailing address is 301 West Main Street, Owosso, Michigan 48867

"DayStarr" is DayStarr LLC [d/b/a/ DayStarr Communications]. DayStarr's address is 307 North Ball Street, Owosso, Michigan 48867.

Grant of Easement: For good and valuable consideration, Owner grants DayStarr a permanent easement for underground communication lines on, under and across a portion of "Owner's Land," called the "Easement Area." Owner's Land is in the City of Owosso, County of Shiawassee, and State of Michigan and is described in the attached Exhibit A. The Easement Area is within Owner's Land and is described in the attached Exhibit B.

Purpose: The purpose of the easement is to grant DayStarr the right to enter Owner's Land to construct, operate, inspect, maintain, replace, improve, remove, and enlarge underground communications lines on the Easement Area. The underground communications lines may consist of underground cables (including fiber -optic cable), conduits, wires, subsurface junction vaults, surface mounted access panels, enclosures, and other equipment for transmitting and distributing communications signals.

Trees and Other Vegetation: DayStarr shall have the right from time-to-time hereafter to enter Owner's Land to trim, cut down, and otherwise remove and control any trees, brush, roots, and other vegetation, encroaching on the Easement Area, that DayStarr believes may interfere with the construction, operation, and maintenance of the communication lines.

Buildings/Structures: Owner shall not: 1) locate any buildings, structures, septic systems, drain fields, ponds, or swimming pools within the Easement Area, 2) plant any trees within the Easement Area, or 3) change the ground elevation within the Easement Area. If Owner violates this provision, Owner shall reimburse DayStarr for any expenses DayStarr incurs correcting the violation. An exception to this is the overlap with existing storm sewer easement within the Easement Area. In this DayStarr shall locate, expose, support or temporarily move its utility to allow for any work to be performed on the storm sewer structure already in place in the Easement Area.

Exercise of Easement: DayStarr's nonuse or limited use of this Easement shall not preclude DayStarr's later use of this Easement to its full extent.

Successors: This easement shall bind and benefit Owner's and DayStarr's respective heirs, successors, lessees, licensees, and assigns.

Date: _____

Owner: City of Owosso
a Michigan municipal corporation

Christopher Eveleth, Mayor

Amy K. Kirkland, Clerk

Acknowledgement

The foregoing instrument was acknowledged before me in _____ County, Michigan, on
_____ by Christopher Eveleth, Mayor & Amy K. Kirkland,
Date Print Owner's Name(s)
Clerk for the City of Owosso, a Michigan municipal corporation, on behalf of the corporation.

Notary Public
_____ County, Michigan
Acting in _____ County
My Commission expires: _____

This easement is exempt from real estate transfer tax pursuant to MCLA 207.505(f) and from State real estate transfer tax pursuant to the provision of MCLA 207.526(f).

Prepared By: Brent Klein 04/29/2021
DayStarr Communications
307 N. Ball St.
Owosso, MI. 48867

After recording, return to:
Brent Klein
DayStarr Communications
307 N Ball St
Owosso, MI. 48867

EXHIBIT A
Owner's Land

LOTS 3 4 5 6 BLK 21 -EXC WLY 6' OF LOT 3 EXC THE NLY 6' OF LOTS 5 & 6 & EXC THAT PORTION OF GOULD ST ROW ADJ TO LOT 6 RE SUBDIV BLKS 19 20 21 GEO T ABREYS WOODLAWN PARK ADD INCL 1/2 CLSD ALLEY INCL WLY PORTION OF VACATED PARKDALE AVE

EXHIBIT B
Easement Area

Description of Proposed Easement No. 1: Part of Block 21 of "The Resubdivision of Blocks 19, 20, 21 of George T. Abrey's Woodlawn Park Addition to the City of Owosso, Shiawassee County, Michigan", according to the plat thereof, as recorded in Liber 1, Page 120 ½, Shiawassee County Records, described as beginning at a point on the North line of said Block 21 that is S71°00'00"E 134.06 feet (recorded as 134.00 feet) from the Northeast corner of Block 20 of said Plat; thence S71°00'00"E 10.00 feet; thence S19°00'00"W 158.03 feet; thence N71°00'00"W 10.00 feet, thence N19°00'00"E 158.03 feet to the point of beginning.

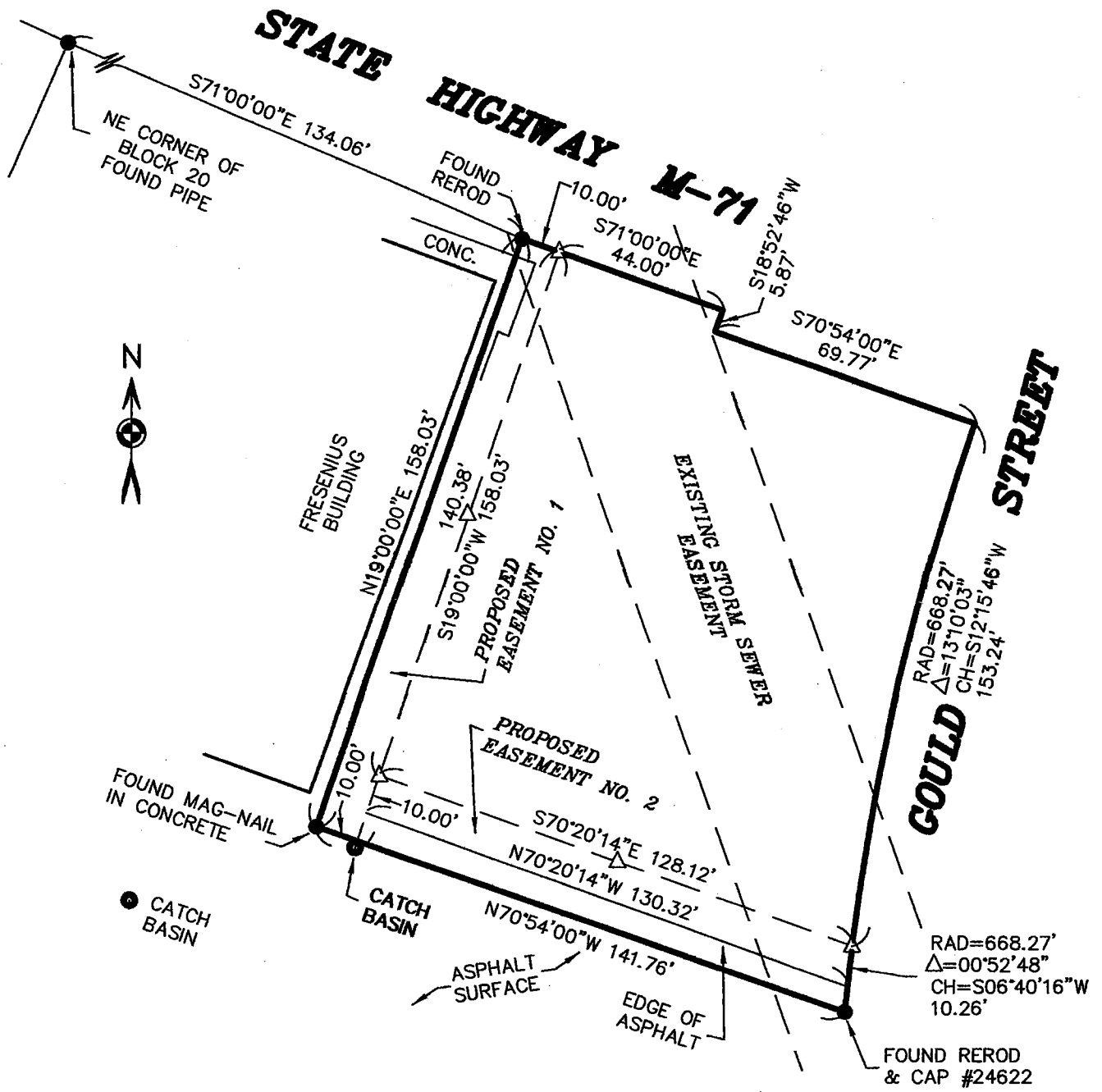
Description of Proposed Easement No. 2: Part of Block 21 of "The Resubdivision of Blocks 19, 20, 21 of George T. Abrey's Woodlawn Park Addition to the City of Owosso, Shiawassee County, Michigan", according to the plat thereof, as recorded in Liber 1, Page 120 ½, Shiawassee County Records, described as beginning at a point that is S71°00'00"E 144.06 feet and S19°00'00"W 140.38 feet from the Northeast corner of Block 20 off said Plat; thence S70°20'14"E 128.12 feet to the Westerly right-of-way line of Gould Street; thence on said right-of-way line in a curve to the left having a radius of 668.27 feet, a central angle of 0°52'48" and a chord bearing and distance of S06°40'16"W 10.26 feet; thence N70°20'14"W 130.32 feet; thence N19°00'00"E 10.00 feet to the point of beginning.

**See Enclosed Certificate of Land Survey*

CERTIFICATE OF LAND SURVEY

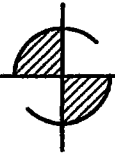
SEE SHEET #2 OF 2 FOR DESCRIPTIONS.

△ = SET EASEMENT STAKE



CLIENT: <u>DayStarr LLC</u> DATE: <u>March 26, 2021</u> SCALE: <u>1" = 40'</u> JOB NO. <u>27895</u>	City of Owosso, Shiawassee County, Michigan	Sheet #1 of 2
---	---	---------------

I hereby certify that I have surveyed and mapped the land above platted and/or described on 03/01/2021 and that the relative positional precision of the corners identified for this survey and shown on the map are within the limits accepted by the practice of professional surveying, and that the requirements of MARK 970000-132, MCL 54.213 have been met.



LANDMARK SURVEYING

204 N. SHIAWASSEE ST.
 OWOSSO, MI 48867
 (989) 725-8725
 (810) 659-1053
 FAX (989) 725-2452
 landmark@michonline.net

03/01/2021

MARK L. VANRAEMDONCK
 LESLIE VANRAEMDONCK
 PROFESSIONAL SURVEYOR
 No. 4001024522
 LICENSED PROFESSIONAL SURVEYOR

Mark L. VanRaemdonck Michigan PS 24622

CERTIFICATE OF LAND SURVEY

DESCRIPTION OF PROPOSED EASEMENT NO. 1: Part of Block 21 of "The Resubdivision of Blocks 19, 20, 21 of George T. Abrey's Woodlawn Park Addition to the City of Owosso, Shiawassee County, Michigan", according to the plat thereof, as recorded in Liber 1, Page 120 ½, Shiawassee County Records, described as beginning at a point on the North line of said Block 21 that is S71°00'00"E 134.06 feet (recorded as 134.00 feet) from the Northeast corner of Block 20 of said Plat; thence S71°00'00"E 10.00 feet; thence S19°00'00"W 158.03 feet; thence N71°00'00"W 10.00 feet; thence N19°00'00"E 158.03 feet to the point of beginning.

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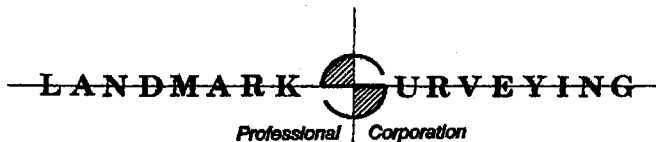
CLIENT: DayStarr LLC

Sheet #2 of 2

DATE: March 26, 2021

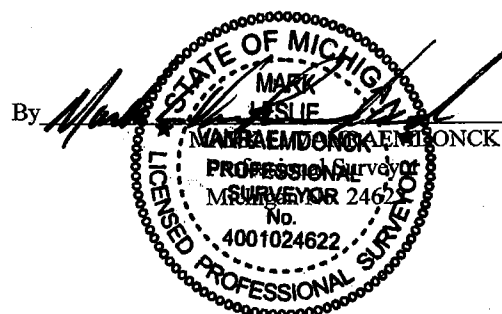
City of Owosso
Shiawassee County
Michigan

JOB NO: 27895



204 N. Shiawassee St. (M-52)
Owosso, Michigan 48867

TEL: (989) 725-8725
(810) 659-1053
FAX: (989) 725-2452
landmark@michonline.net



RESOLUTION NO.

**A RESOLUTION TO APPROVE
THE MAY 2021 CITY OF OWOSSO MASTER PLAN**

WHEREAS, the City of Owosso Planning Commission has been engaged in the drafting of the city's master plan since October 2018; and

WHEREAS, a plan was drafted that contains community profile data, a community vision, future land use data, implementation strategies, and other information as required by state law and encouraged by best practices; and

WHEREAS, the planning commission has finished such a draft using input from CIB Planning and the Smith Group and has submitted the document to the city council for review and distribution in accordance to the Planning Enabling Act (PEA); and

WHEREAS, the city council approved the distribution of the plan in accordance with the PEA for a review period of no less than 63 days; and

WHEREAS, a subsequent public hearing was held by the planning commission to deliberate on any and all comments related to the plan; and

WHEREAS, the Owosso Planning Commission found that the plan, with the inclusion of changes resulting from public comments, is reflective of the community and satisfies the legal and best-practice needs of prudent planning.

NOW, BE IT RESOLVED THAT the City of Owosso City Council, County of Shiawassee, State of Michigan, finding the May 2021 City of Owosso Master Plan meets all statutory obligations and practical intentions of a community plan, hereby approves said plan.

BE IT FURTHER RESOLVED THAT the same council hereby directs staff to supply an electronic copy of the master plan to all entities as required by Michigan law.

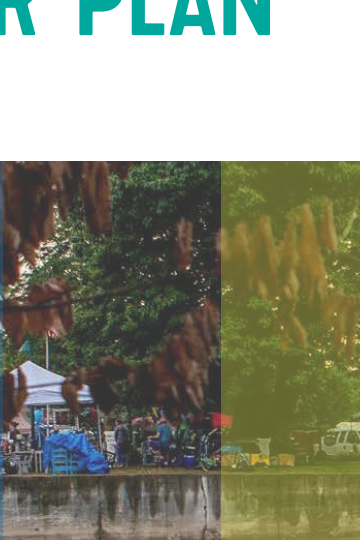


City of Owosso

Shiawassee County, Michigan

MASTER PLAN

DRAFT MAY 2021



ACKNOWLEDGMENTS

CITY COUNCIL

Christopher Eveleth, Mayor
Susan J. Osika, Mayor Pro-Tem
Loreen Bailey, Council Member
Janae Fear, Council Member
Jerry Haber, Council Member
Daniel Law, Council Member
Nicholas Pidek, Council Member

PLANNING COMMISSION

Janae Fear, Member
Tara Jenkins
Daniel Law
Frank Livingston
Tadd Morris
Linda Robertson
Thomas Taylor
William Wascher
Pete Yerian

CITY STAFF

Nathan Henne, City Manager
Josh Adams, Main Street Executive Director

STAKEHOLDERS

Thank you to the representatives from
Owosso Main Street
Westown Business Association
Shiawassee Economic Development Partnership
Shiawassee Regional Chamber
Owosso Historical Commission
Downtown Historic District Commission

CONSULTANT TEAM

SMITHGROUP



Support for this plan was provided by the Michigan Economic Development Corporation's Redevelopment Ready Communities (RRC) Program.



TABLE OF CONTENTS

CHAPTERS

CHAPTER 1. INTRODUCTION	01
CHAPTER 2. NEIGHBORHOODS	13
CHAPTER 3. ECONOMIC DEVELOPMENT	25
CHAPTER 4. DOWNTOWN PLAN	49
CHAPTER 5. FUTURE LAND USE	67
CHAPTER 6. IMPLEMENTATION	73

APPENDIX

COMMUNITY PROFILE	AA
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Adoption Resolutions
Planning Commission + Council

CHAPTER 1

INTRODUCTION



WHAT IS A MASTER PLAN?

A master plan is the official document used to guide the future growth and development of a community. The master plan should serve as a roadmap and foundation for future decision making, as well as the official policy guide for physical development. This master plan is intended to be a usable reference document, easily readable and accessible to all residents.

MASTER PLAN INTENT?

The intent of the City of Owosso Master Plan is to:

- Unify the community behind a common vision and set of goals and policies.
- Address the desires and needs of the residents, businesses, and property owners to preserve and enhance relevant qualities of the community and natural aesthetics.
- Provide a land use pattern which will result in a sustainable community with a diversified tax base and to support the desired facilities and services with reasonable tax rates.
- Present an urban framework and future land use map that illustrates how the city desires future development, redevelopment, and other land-based changes to occur.
- Ensure that the city remains a highly desirable community in which to live, work, and visit.
- Provide a legal basis for zoning and other regulations for the type, intensity, and timing of development.
- Address the status and needs of infrastructure, recreational amenities, and public services.

REDEVELOPMENT READY COMMUNITIES

This master plan update implements the Michigan Economic Development Corporation (MEDC) Redevelopment Ready Communities best practices to create a strong vision for redevelopment in the City of Owosso.



The master plan is intended to take a long-term view of the community, guiding growth and development for the next 20 years and beyond, while providing flexibility to respond to changing conditions, innovations, and new information. Thus, planning is a process that involves the conscious selection of policies relating to land use and development in a community. Through the process of land use planning, it is intended that a community can preserve, promote, protect, and improve the public health, safety, and general welfare. By state law, the master plan must be reviewed every five years.

The Michigan Planning Enabling Act (MPEA), Public Act 33 of 2008, requires that the planning commission approve a master plan as a guide for development and review the plan at least once every five years after adoption. The master plan should serve as a roadmap and foundation for future decision making, as well as the official policy guide for community development.

WHAT IS THE DIFFERENCE BETWEEN A MASTER PLAN AND A ZONING ORDINANCE?

The Master Plan is intended to guide land use and zoning decisions. The future land use map should be used in conjunction with the plan goals where reviewing rezoning applications. A Plan is a guide to development, but it is not a legally enforceable document.

TABLE 1. MASTER PLAN VS. ZONING ORDINANCE	
Master Plan	Zoning Ordinance
Provides general policies, a guide	Provides specific regulations, the law
Describes what should happen in the future, recommends land use for the next 10 to 20 years	Describes what is and what is not allowed today, based on existing conditions
Adopted under the Municipal Planning Act, Public Act 285 of 1931, as amended	Adopted under the Zoning Enabling Act of 2006, as amended
Includes recommendations that involve other agencies and groups	Deals only with development-related issues under city control
Flexible to respond to changing conditions	Fairly rigid, requires formal amendment to change

SUMMARY OF PREVIOUS PLANNING EFFORTS

Planning is an iterative process; arriving at a land use and policy document by repeating rounds of analysis and engagement. Each planning effort builds on previous plans.

ZONING PLAN

In 1970, Owosso developed a zoning plan in collaboration with the other entities in the mid- county area (Caledonia Township, Owosso Township, and the City of Corunna). This document provided the historical backdrop for land use decisions and zoning in the city. However, this plan was not comprehensive in nature.

BLUE RIBBON COMMITTEE REPORT

In May of 2008, the City Council appointed the Blue Ribbon Committee for the purpose of “creating a cohesive forward vision for the City of Owosso.” This committee was not only created to set forth a vision but to offer “a distinct pathway to successfully spring over the bar.” This document contains many categorized statements that express the vision and goals for the community.

CITY OF OWOSSO MASTER PLAN

The city’s first comprehensive master plan was adopted in November 2012. The city was assisted by Michigan State University students in the development of the plan.

The master plan process identified and examined a wide range of existing conditions including population, housing, natural resources, traffic, utilities, public services, and land use. The planning commission was then able to analyze and translate the implications of each into a series of goals and policies for the city. Action steps were then identified to implement change in the city.

DOWNTOWN DEVELOPMENT PLAN

The City of Owosso established its Downtown Development Authority (DDA) in 1977. The original Downtown Development Plan and Tax Increment Financing (TIF) Plan were completed in 1984. The Development Plan and TIF Plan were amended in 1988 and again in 2003 following an extensive, multi-year DDA Master Planning process beginning in 1995. The DDA District boundaries were amended in 1983, 1989, and 2002.

OWOSSO MAIN STREET

The City of Owosso has been a designated Michigan Main Street community since 2009. Owosso Main Street (OMS) is a nationally accredited Main Street community. The Owosso Main Street Board and Executive Director are responsible for developing annual work plans to meet downtown goals and objectives.

CAPITAL IMPROVEMENT PROGRAM

The City of Owosso developed and adopted the City’s first capital improvement plan (CIP) in early 2019.



PLANNING CONTEXT

An important prerequisite to preparing an update to the City of Owosso's Master Plan is to develop a common understanding of the current state of the community as well as anticipated trends.

Owosso is rich with history, architectural character, and natural beauty. It features a vibrant downtown district with shopping, dining and entertainment establishments; one-of-a-kind home-grown businesses; residential neighborhoods featuring mixed architecture, incomes and uses; a grid system of tree-lined streets; a comprehensive network of sidewalks to encourage walking; businesses offering a wide range of service and manufacturing employment; neighborhood elementary schools; and an extensive park system. All of these features combine to provide an excellent quality of life for the city's nearly 16,000 residents.

This plan acknowledges that Owosso's rich history and quality of life did not always equitably affect all its residents or visitors. Owosso seeks to prioritize equity and inclusion for its next chapter to ensure it is accessible and welcoming for **all** people.

The current plan is an update and reorganization of the 2012 master plan. This plan reflects the changes that the city has experienced over the last 20 years. These include, but are not limited to:

- Continued expansion of adjacent urban regions that have impacted Owosso, such as the greater Flint and Lansing regions.
- Significant decrease in industrial production and employment in Owosso and across the state since the 1970s.
- Development and expansion of the Baker College Campus.
- Continued preference towards the automobile as the primary form of transportation and as the primary customer for businesses, leading to a new pattern of business growth away from downtown and onto M-21.
- Increase in poverty and unemployment related to the economic activity decrease.
- Aging of neighborhoods, buildings, and infrastructure in the city.
- Strong downtown revitalization resulting from combination of programming, grants, and entrepreneurial activity.

This master plan will reflect these changes and position the City of Owosso for the type and amount of change that is anticipated during the next 10 to 20 years.

SUMMARY OF COMMUNITY PROFILE

The City's ultimate goal is to preserve and enhance quality of life within the community which requires a careful analysis of the existing conditions and trends, as well as the dynamic economic, social, and environmental forces in effect. This qualitative and quantitative data provides a solid footing for the formulation of goals, policies, and strategies designed to help the community move forward.

SUMMARY OF COMMUNITY PROFILE

- Owosso population is 14,738. The city is experiencing population decline.
- Owosso has a younger population (median age 33.7 years old) compared to county and state trends.
- Owosso has seen an increase in the number of residents 25-34 years old.
- Owosso's high school graduation rate is increasing (89.4%) but still lower than county and state averages.
- Owosso's housing stock is primarily single family detached (68.5%).
- Most of the residential units were built before 1939.
- Home ownership rates in Owosso are lower than county and state averages (53.9% Owner, 37.1% Renter).
- Most homes in Owosso are valued at \$50,000 to \$150,000, with a median value of \$77,000.
- Household incomes are low (\$36,723 median) and have not kept up with inflation.
- Owosso has a high poverty rate (24.3%), particularly for female-headed households with children.
- Owosso's largest industries are education, health and social services (23%), manufacturing (18%) and retail trade (17%).
- Manufacturing fell significantly between 2000 and 2010.
- Owosso has higher unemployment (6.6%) than the county and state.

SUMMARY OF PUBLIC ENGAGEMENT

The city identified a master plan steering committee consisting of core city staff and planning commission representatives. The project kick-off was held in October 2018. This meeting included a driving tour of the community and a discussion of the existing master plan. The consultant led the city staff and planning commission members through a Preserve-Enhance-Transform exercise to identify assets and opportunities within the community.

Stakeholder meetings were held in March 2019. This included meeting with members of city staff, council, planning commission, parks and recreation, economic development, Main Street Owosso, historical society, historic district commission, Westtown Business Association, property and business owners, and local developers. The economic development meeting included a Strengths-Weaknesses-Opportunities- Threats (SWOT) analysis.

HOW TO USE THE PLAN

PLAN ORGANIZATION

The master plan is divided into five chapters:

- Ch 1. Introduction - Provides an overview and introduction to the Master Plan document.
- Ch 2. Neighborhoods - Focuses on the importance of Owosso's neighborhoods and provides strategies for preserving the aspects that make the city a great place to live.
- Ch. 3 Economic Development Strategy - Focuses on the City's strengths and opportunities related to the local economy and redevelopment, including strategies to strengthen existing assets and attract and retain talent. Includes specific strategies for the Westown Commercial District.
- Ch. 4 Downtown Plan - Focuses on the heart of the City: Downtown Owosso. Discusses opportunities for preservation, placemaking, open space amenities, small business support, and the redevelopment of key sites.
- Ch. 5 Future Land Use - Provides a framework for the City's physical land use and development character.

- Ch. 6 Implementation - Identifies planning and policy tools to support the implementation of the Master Plan. Also includes a detail Action Plan to guide the work of the City and also identifies opportunities for collaboration.
- Appendix A. Community Profile - Provides an overview of the City's historic, physical, demographic, and socioeconomic characteristics.

The following Master Plan Goals and District Framework are woven into the Neighborhoods, Economic Development, and Downtown Plan chapters. The Future Land Use Plan and Implementation bring everything together and provide the tools for implementation.

FRAMEWORK MAP

The following framework map provides a set of framework elements that depict the types of "places" the city has and speaks to the character of the built environment. The framework elements provide a basis for the the future land use plan.

IMPLEMENTATION OF THE PLAN

For this plan to serve as an effective tool in guiding new development within the City of Owosso, it must be implemented. Primarily this responsibility resides with the City Council, Planning Commission, and city staff. Following are those steps which should be undertaken to assist in the successful implementation of this Master Plan

- Capacity building
- Public participation plan
- Capital improvement plan

More detailed information on implementation may be found in Chapter 6.

REVIEW AND AMENDMENT

The Master Plan guides the work of the Planning Commission. It should be incorporated into the City's annual action plans and reviewed every 5 years.

MASTER PLAN GOALS

The City of Owosso is the cultural center and economic hub of Shiawassee County. It is a destination and a place to call home. The following goals guide the policies and actions encompassed in the Master Plan.

GOAL 1. PROTECT HEALTH, SAFETY, AND GENERAL WELLBEING OF THE COMMUNITY

The Master Plan provides a framework for protecting the health, safety, and general wellbeing of the community. Land use, public services, and local leadership are some of the key components that impact quality of life for local residents.

GOAL 2. PROVIDE EXCELLENT CUSTOMER SERVICE TO RESIDENTS AND INVESTORS

The City of Owosso is committed to being a Redevelopment Ready Community. This mentality extends beyond “business-friendly” and influences the way the city engages the public regarding public services, community planning, and new private development.

GOAL 3. MAINTAIN FISCAL RESPONSIBILITY AND SUSTAINABILITY

The City of Owosso is committed to keeping the cost of living low while providing high-quality public services to residents and property owners. This means coordinated long-term planning and proactive communication between departments, boards, and commissions, and transparency of local government.

GOAL 4. IDENTIFY, PRESERVE, AND ENHANCE THE COMMUNITY’S CHARACTER

The City of Owosso is committed to preserving the history and character of the community and celebrating what makes Owosso unique. The City continues to build on its successful adaptive reuse and facade improvement projects as well as its rich tradition of arts and culture.

GOAL 5. INCREASE QUALITY OF LIFE AND QUALITY OF PLACE FOR ALL

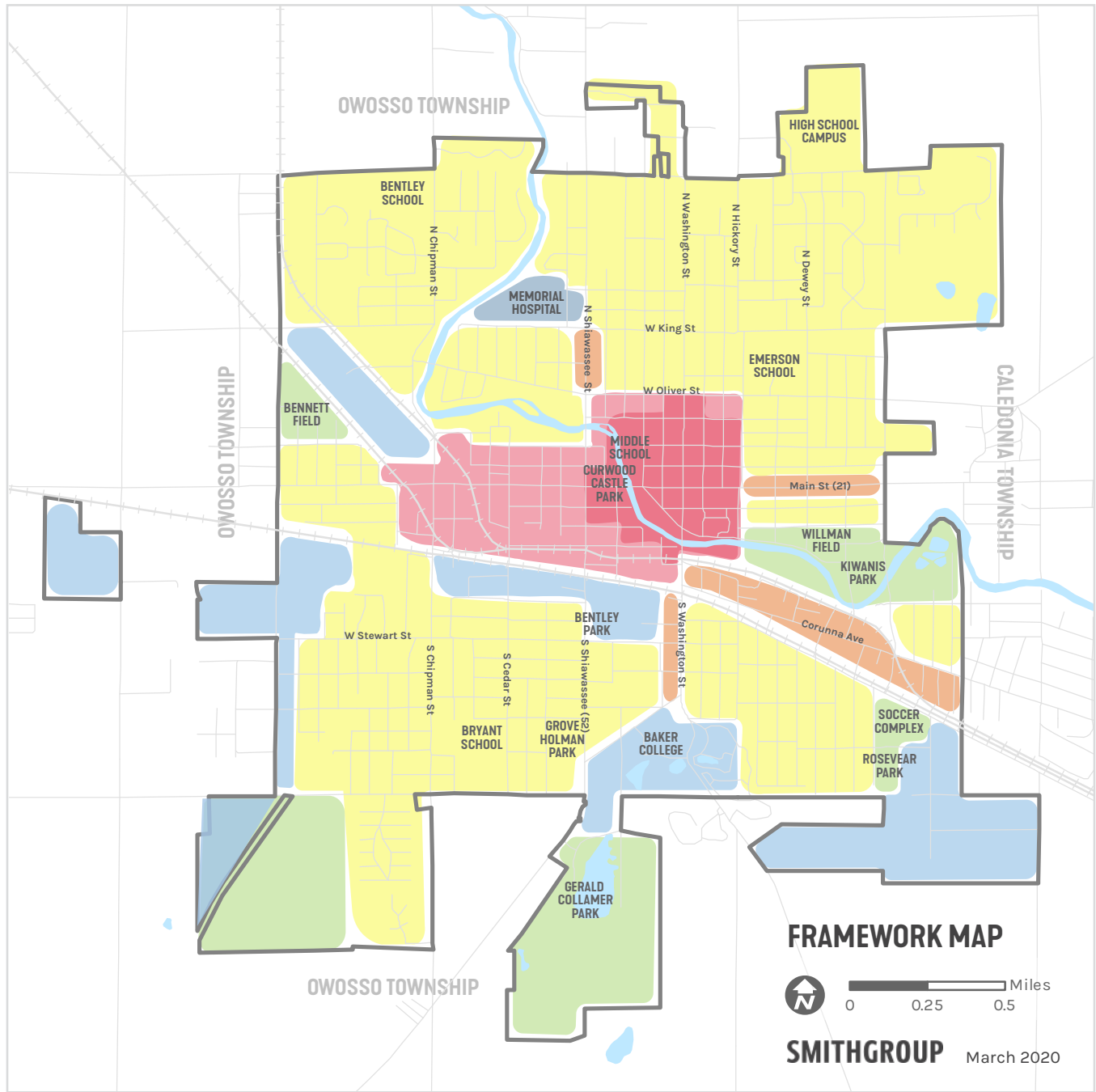
The City of Owosso is committed to providing welcoming, safe, and high-quality neighborhoods for all. This means investing in place and ensuring residents have the resources and tools to be a good neighbor.

GOAL 6. BOOST LOCAL ECONOMY

The City of Owosso is committed to supporting small business and attracting new development that is consistent with the community’s long-term vision.

GOAL 7. STRENGTHEN PUBLIC AND PRIVATE PARTNERSHIPS

Regional collaboration works to eliminate overlapping responsibilities and competing visions of economic priorities, and address redundancies and gaps in services.



- LEGEND**
- Neighborhoods
 - Centers
 - Corridors
 - Districts
 - Open Space

FRAMEWORK MAP



SMITHGROUP March 2020

FRAMEWORK

NEIGHBORHOODS

Neighborhoods are where homes are clustered together along with other small-scale uses that serve the people that live there. Neighborhoods can include a variety of housing types, along with other uses such as schools, churches, parks, and small-scale businesses. Each of the neighborhoods in Owosso has its own character, influenced by the size, age, and architecture of the buildings, the density of homes, the layout of the streets, as well as the access to parks and public spaces.

CENTERS

Centers are the heart beats of the City – the places where people walk, gather, shop, and meet. In Owosso the centers include the historic Downtown Owosso and the Westown business district. Each area has a distinct character, but they are similar in that they were developed with a mix of uses in mind. Residences and businesses are integrated by streets and sidewalks.

CORRIDORS

Corridors are the streets that connect the City together, and sometimes divide it. They are the arteries of transportation into, around and through the City and are home to most of the commercial areas. Historic Corridors connect the centers of the City with other corridors and the surrounding neighborhoods. They are dominated by large, historic homes now used in a variety of ways –office, retail, bed and breakfast and residences (single and multi-family).

DISTRICTS

Districts are parts of the city dedicated to a single type of activity, such as employment centers or educational campuses. Some districts encompass challenging sites and require more detailed study to inform future regulation. Districts are different from the corridors, centers and neighborhoods in that they generally do not involve a mixture of uses. The challenge for regulating any district is to ensure that they serve their intended purpose without compromising the quality of life in the surrounding areas. The City must assure that workers, products and visitors can reach their destinations easily and safely.

OPEN SPACE

The final framework element is open space. This includes large natural areas, neighborhood parks, and non-motorized trail systems. Open space is an important contributor to quality of life and enhances all the other elements, particularly neighborhoods, centers and districts.

REDEVELOPMENT STRATEGY

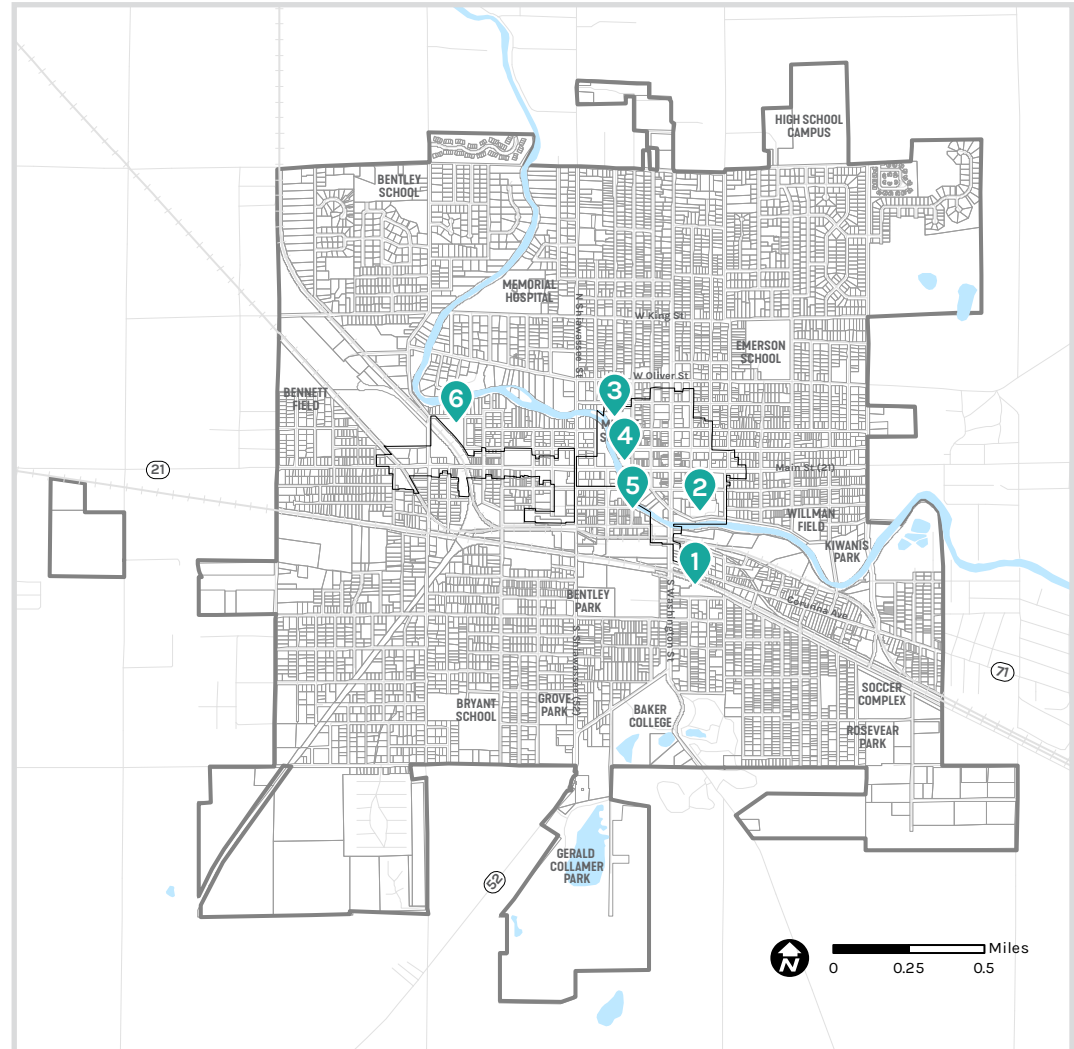
Redevelopment Ready Communities® (RRC) is a certification program supporting community revitalization and the attraction and retention of businesses, entrepreneurs and talent throughout

Michigan. RRC promotes communities to be development ready and competitive in today’s economy by actively engaging stakeholders and proactively planning for the future—making them more attractive for projects that create places where people want to live, work and invest.

REDEVELOPMENT READY SITES

Owosso has very little vacant land available in the city (1.7 percent of the total land as of 2012) and therefore is a community primed for redevelopment. Communities must think strategically about the redevelopment of properties and investments and should be targeted in areas that can catalyze further development around it. The current master plan focuses redevelopment efforts in two key areas: centers and center-adjacent neighborhoods.

TABLE 2. REDEVELOPMENT READY SITES		
SITE	CHAPTER	PAGE
1. Washington and Monroe St.	Neighborhoods	21
2. Greening Jerome Avenue		22
3. Owosso Middle School	Economic Development	32
4. Matthews Building		33
5. River’s Edge at Cass St.		34
6. Former Vanguard Site		35





CHAPTER 2

NEIGHBORHOODS

WHAT DO WE ENVISION FOR OUR NEIGHBORHOODS?

We envision our neighborhoods as safe, walkable places; welcoming to residents of all ages and backgrounds. Our neighborhoods will be "complete neighborhoods" with access to quality schools, connected open space, and day-to-day goods and services. We take pride in our historic neighborhoods and variety of housing options including new infill development.

It is important to protect the social and physical aspects of the community that give Owosso its identity. This chapter focuses on these elements that contribute to quality of life including the local culture and character, community gathering spaces, stable neighborhoods, quality housing stock and diverse housing types, good public services, and well-maintained infrastructure.

Residents of Owosso know the city to be a great community to live, to grow, and to raise a family. Residents and leaders also recognize the need for change and growth to enhance local quality of life. Investing in these elements that contribute to quality of life will benefit existing residents as well as provide opportunities to welcome new residents and businesses into the community.

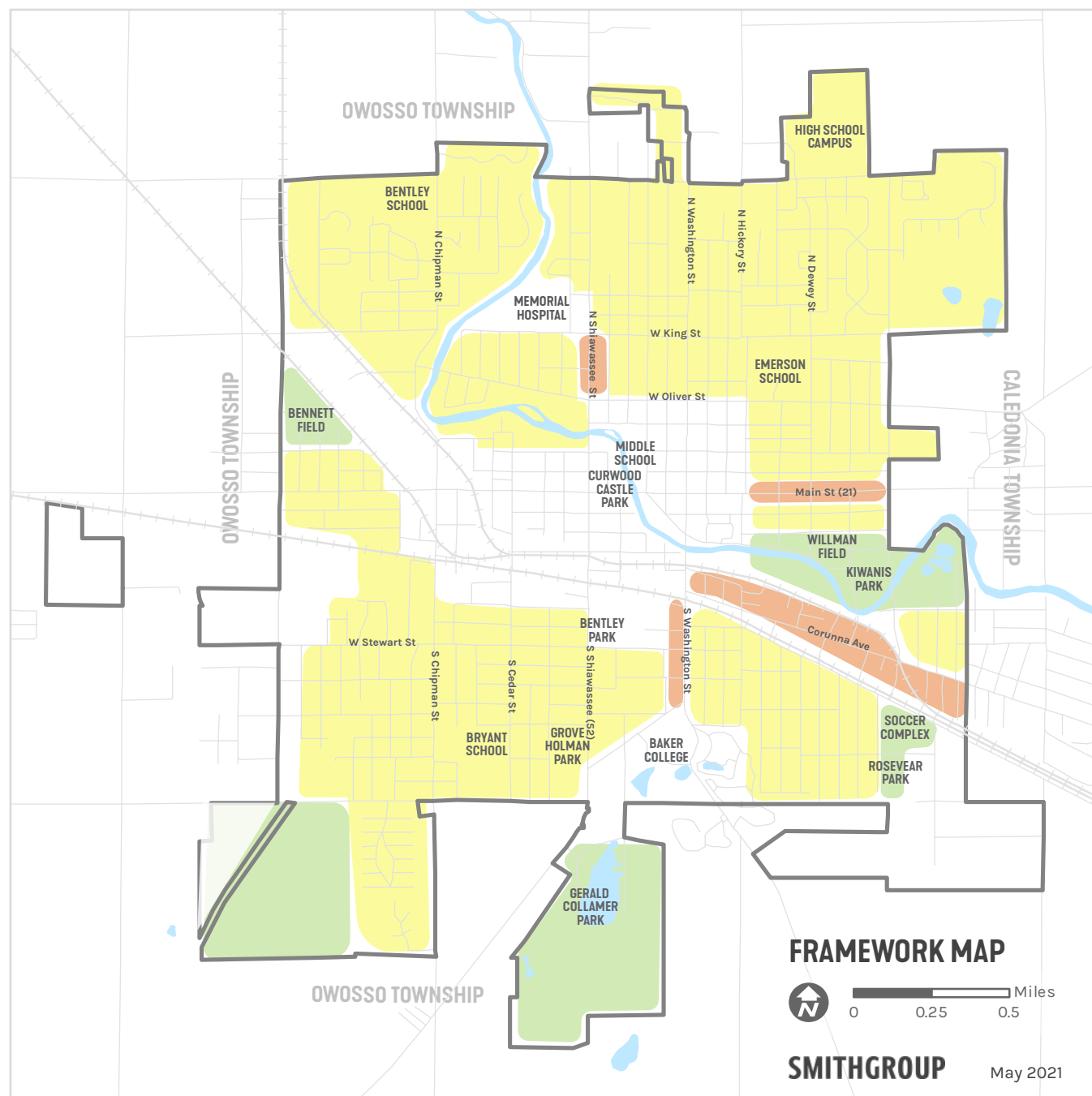


FRAMEWORK

The Neighborhoods Chapter largely impacts the city’s neighborhoods and open space place types. Small open spaces such as neighborhood parks and school fields are included within the neighborhood element. Corridors serve as a link and also an edge between neighborhoods. Corridors provide access to goods and services. While most of the city’s housing is located within the neighborhoods place type, centers and corridors provide for higher density residential uses.

LEGEND

- Neighborhoods
- Corridors
- Open Space



FRAMEWORK MAP



SMITHGROUP

May 2021

ASSETS AND CHALLENGES

WHAT MAKES US GREAT?

Owosso's neighborhoods have a great foundation, they offer:

- Safe, walkable streets
- Mature street trees and green areas
- Neighborhood schools with playgrounds and recreation fields
- Affordable single family housing
- Architectural character in older neighborhoods
- Strong road improvement program



WHAT CAN WE IMPROVE?

Owosso's neighborhoods have a great foundation but challenges include:

- Desire for more housing options
- Residential construction costs outweigh home sale prices thus making new residential construction difficult
- Residential rental inspections are on a 5-year cycle due to lack of capacity and should be closer to early 2-3 years.
- Single family housing suffered an obvious impact of 2005-09 economic recession



GOALS, POLICIES, AND ACTIONS

The following goals, policies, and actions help translate the city's assets and challenges into tools to strengthen residential neighborhoods and related land uses.

GOAL 1. PROTECT HEALTH, SAFETY, AND GENERAL WELLBEING OF THE COMMUNITY

MAINTAIN STRONG RESIDENTIAL NEIGHBORHOODS

- Plan for attached single-family and multi-family along corridors and as transitional uses between neighborhoods and commercial or employment areas.
- Amend zoning standards to reduce the conversion of single-family homes to multi-unit apartments and minimize impacts.

IMPROVE HOUSING QUALITY AND NEIGHBORHOOD STABILITY

- Improve the residential rental inspection program for more regular inspections (2-3 year cycle).
- Develop an educational code enforcement program to help connect residents to the resources and tools they need to maintain their homes.

- Strongly pursue code enforcement on hazardous, unsafe, and ill-kept housing.
- Pursue implementation of city-wide, public recycling and waste management.

EXPAND HOUSING OPTIONS

- Encourage the adaptive reuse of underutilized buildings such as schools, churches, or former warehouse buildings for multi-family residential.
- Encourage single-family attached housing on vacant and redevelopment sites, particularly as a transition between residential neighborhoods and commercial areas.
- Plan for attached single-family and multi-family along corridors and as transitional uses between neighborhoods and commercial or employment areas.



LIVABLE NEIGHBORHOODS

Owosso's population is younger than the statewide average; therefore, the policies and recommendations of Age-Friendly Communities may not seem relevant but when we plan for older adults we plan for people of all ages and abilities. AARP's Livability Index provides a baseline for assessing local services and amenities that contribute to quality of life. The Livability Index includes the following categories:

- Housing: Affordability and Access
- Neighborhoods: Access to live/work/play
- Transportation: Safe and convenient options
- Environment: Clean air and water
- Health: Prevention, access, and quality
- Engagement: Civic and social involvement
- Opportunity: Inclusion and possibilities

Source: www.livabilityindex.aarp.org



ENCOURAGING NEW HOUSING CONSTRUCTION

Small communities will have to find creative ways to generate new housing development, on both the construction and land development ends of the market.

1. The community should develop an “elevator speech” that promotes the assets of the community and why someone would want to invest there.
2. Acquire land.
3. Obtain zoning approvals.
4. Extend infrastructure to the site.
5. Partner with local banks to establish a risk loan guarantee.
6. Make sure that the development review process is quick and efficient to avoid unnecessary delays.

Source: Region 6 Housing Development and Implementation Strategy

REDUCE STORMWATER ISSUES

- Plan for capital projects to provide for better stormwater management, particularly within the neighborhoods.
- Develop a detailed plan for the Jerome Street corridor that would expand recreational options and eliminate flood risk to the neighborhood.
- Require higher on-site stormwater detention/retention.

PROTECT WATER QUALITY AND ENHANCE THE NATURAL ENVIRONMENT

- Protect the city’s six wellheads and other drainage features.
- Encourage Brownfield redevelopment.
- Continue to support the Friends of the Shiawassee River in their attempts to protect and enhance the water quality.

GOAL 2. PROVIDE EXCELLENT CUSTOMER SERVICE TO RESIDENTS AND INVESTORS

IMPROVE THE DEVELOPMENT REVIEW PROCESS

- Develop permit checklists for homeowners.

FOSTER A POSITIVE ENVIRONMENT AROUND CODE ENFORCEMENT

- Prioritize education over fines when dealing with code enforcement issues.
- Explore educational opportunities available for education of home owner associations, neighborhood associations/groups, landlord associations, and builder associations.

GOAL 3. MAINTAIN FISCAL RESPONSIBILITY AND SUSTAINABILITY

INVEST IN PUBLIC SAFETY

- Proactively plan for essential resources and upgrades for police, fire, and code enforcement.
- Coordinate with county departments regarding regional issues such as safety, public health, hazard mitigation, economic development, education, and transportation.

INVEST IN LOCAL INFRASTRUCTURE AND PUBLIC SERVICES

- Maintain high-quality public water, sewer, and infrastructure. Consider a organized waste collection and recycling program. May require regional collaboration.
- Ensure proactive communication to residents about any potential changes in service. Includes temporary and long-term changes.

SUPPORT LOCAL LEADERSHIP AND CIVIC ENGAGEMENT

- Allocate resources for regular training for city staff as well as elected and appointed leadership and committee volunteers.
- Coordinate with Owosso Public School District to develop a citizen academy for residents of all ages.
- Develop neighborhood identities and service groups that can perform activities and events related to home improvements and networking.

PROACTIVE CAPITAL PLANNING

- Continue to improve annual the capital improvement program (CIP) planning process.
- Seek grant funding opportunities for infrastructure projects, particularly water, stormwater, and non-motorized systems.

GOAL 4. IDENTIFY, PRESERVE, AND ENHANCE THE COMMUNITY'S CHARACTER**PRESERVE HISTORIC RESIDENTIAL CHARACTER**

- Continue to support neighborhood events that highlight local history, historic homes, and beautiful gardens.
- Host home repair workshops facilitated by local trades persons and historic preservation experts to address common issues such as window repair, damp basements, electrical issues, and abatement of hazardous materials such as lead and asbestos.

RESIDENTIAL DISTRICT STANDARDS

- Establish new setbacks and site design standards that respect the existing nature of the community and promote developments that are high quality and complementary.

EXPAND GREENWAY DEVELOPMENT

- Utilize public-private partnerships to enhance and expand the greenway along the Shiawassee River.

GOAL 5. INCREASE QUALITY OF LIFE AND QUALITY OF PLACE FOR ALL**SUPPORT THE CITY'S SENSE OF COMMUNITY**

- Support and promote arts & culture, in partnership with Shiawassee Arts Council, Lebowsky Center for Owosso Public School District, and others.

ENHANCE WALKABLE NEIGHBORHOODS

- Pursue "safe routes to schools" improvements in partnership with the Owosso Public Schools.
- Improve connections between neighborhoods and key destinations, activity centers throughout the city, including the riverfront, schools, and parks.

PROVIDE FOR ADEQUATE OPEN SPACE AND RECREATION

- Utilize public-private partnerships to enhance and expand the greenway along the Shiawassee River.
- Seek grant funding opportunities to increase parks and recreation facilities.
- Develop an adopt a park program.
- Study the cost and feasibility of potential kayak launch sites along the Shiawassee River.



WHAT IS MISSING MIDDLE HOUSING?

Missing Middle Housing is a range of multi-unit or clustered housing types—compatible in scale with detached single-family homes—that help meet the growing demand for walkable urban living. These missing middle housing types include duplex, triplex/fourplex, courtyard apartment, townhouse, multiplex, and live/work. They are great for transitional areas between Neighborhoods and Centers.



Source: Opticos Design

- Partner with community groups and citizens to get maximum programming out of parks and other areas.
- Develop an implementation plan to create an integrated trail system for non-motorized transportation and recreation at the regional level.
- Develop an implementation plan to create an integrated trail system for non-motorized transportation and recreation.

IMPROVE SAFETY OF STREETS FOR ALL USERS

- Incorporate distinctive and clearly marked crosswalks at road crossings that align with existing sidewalks and pathways.
- Continue to prioritize safety and trip hazards for sidewalk replacement
- Pursue “Bicycle Friendly City” designation from the League of American Bicyclists.

GOAL 6. BOOST LOCAL ECONOMY

ENCOURAGE RESIDENTIAL INFILL DEVELOPMENT

- Utilize redevelopment ready sites process to market potential sites. (RRC Best Practice)
- Promote infill housing in older neighborhoods and on established corridors to help rejuvenate such areas.
- Consider future development of Osburn Lakes for larger lot residential/recreation.

SUPPORT REGIONAL CONNECTIONS

- Connect the riverwalk to the CIS rail-trail to the west.

REDEVELOPMENT OPPORTUNITIES

WASHINGTON AND MONROE STREET

Located south of Downtown and Corunna Avenue, this 5.5-acre site is located in a transitional zone between commercial and industrial uses and a residential neighborhood to the south. The site includes multiple parcels including a city-owned property along the railroad corridor and the Former Grace Church, 715 S. Washington (built in 1950). The site is connected to public water/sewer. In the near term, the site provides an opportunity for infill residential. The adaptive reuse of church building for condominium development may be considered, however, the building does not have architectural or historical significance and could be demolished as part of the redevelopment. A desirable future use for the site is single-family attached residential. Infill development should be compatible with the existing neighborhood incorporating front porches/stoops, alley access, parking in the rear, and building heights between 2-3 stories. Existing street trees should be preserved.



GREENING JEROME AVENUE

The residential area between Downtown and Willman Field is located in the floodplain. As homes become available there is an opportunity to consolidate properties for future open space development. While there is an existing shared use path along the north side of the river, there is an opportunity to improve the connection between Downtown and other open space amenities to the east. The design should integrate stormwater management, native landscaping, seating area, and play features.



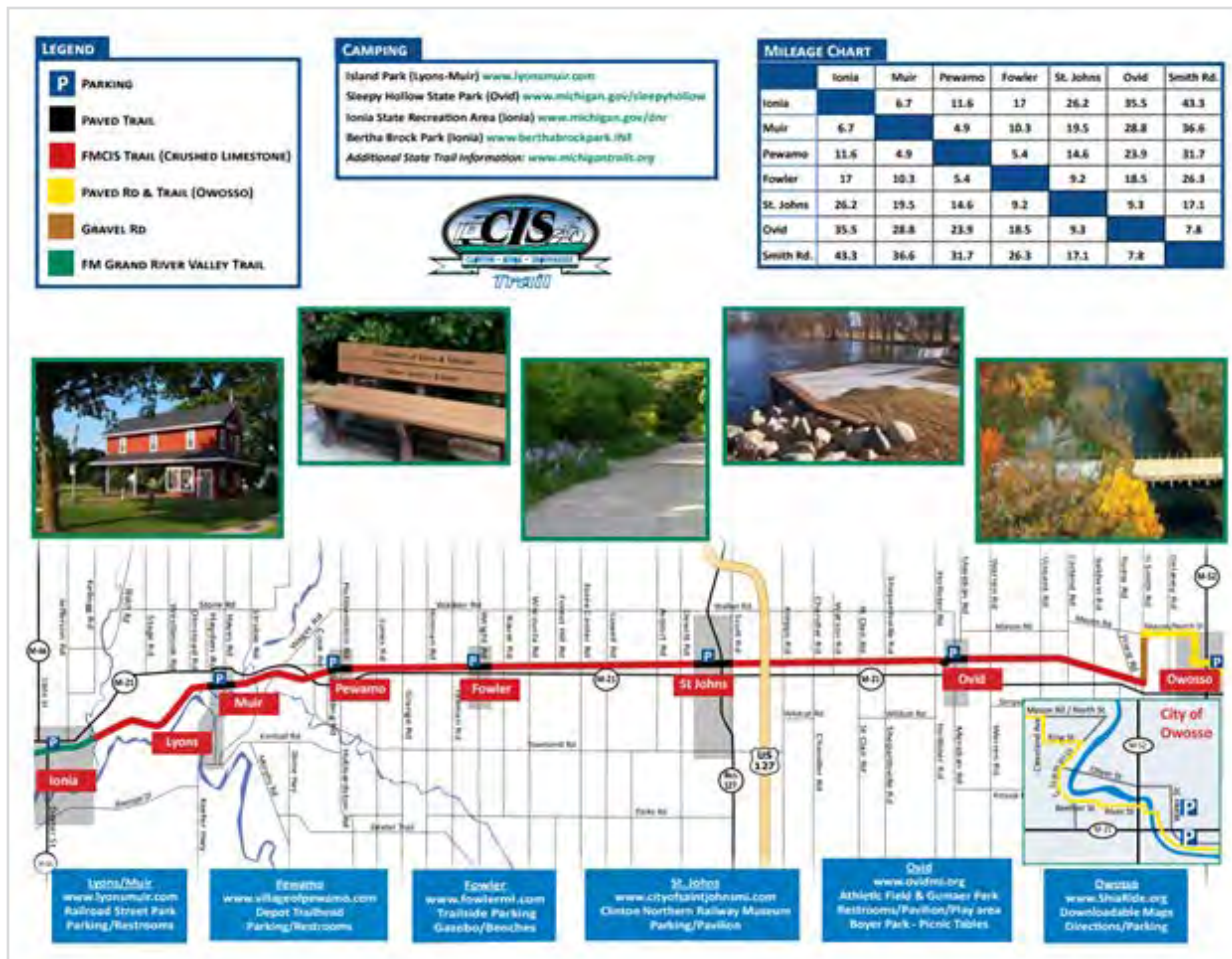
LEGEND

- Proposed Stormwater Improvements
- Existing Riverfront Trail
- Proposed Trail Connections

OPEN SPACE OPPORTUNITIES

The Fred Meijer Clinton-Ionia-Shiawassee (CIS) Trail is a 41.3-mile non-motorized trail located in mid-Michigan in the counties of Clinton, Ionia and Shiawassee. It connects the communities of Owosso, Ovid, St. Johns, Fowler, Pewamo and Muir/Lyons utilizing a former railroad. The trail is 12 ft wide, packed crushed limestone, with 10 ft wide asphalt surface in towns for a total of 8 miles of asphalt.

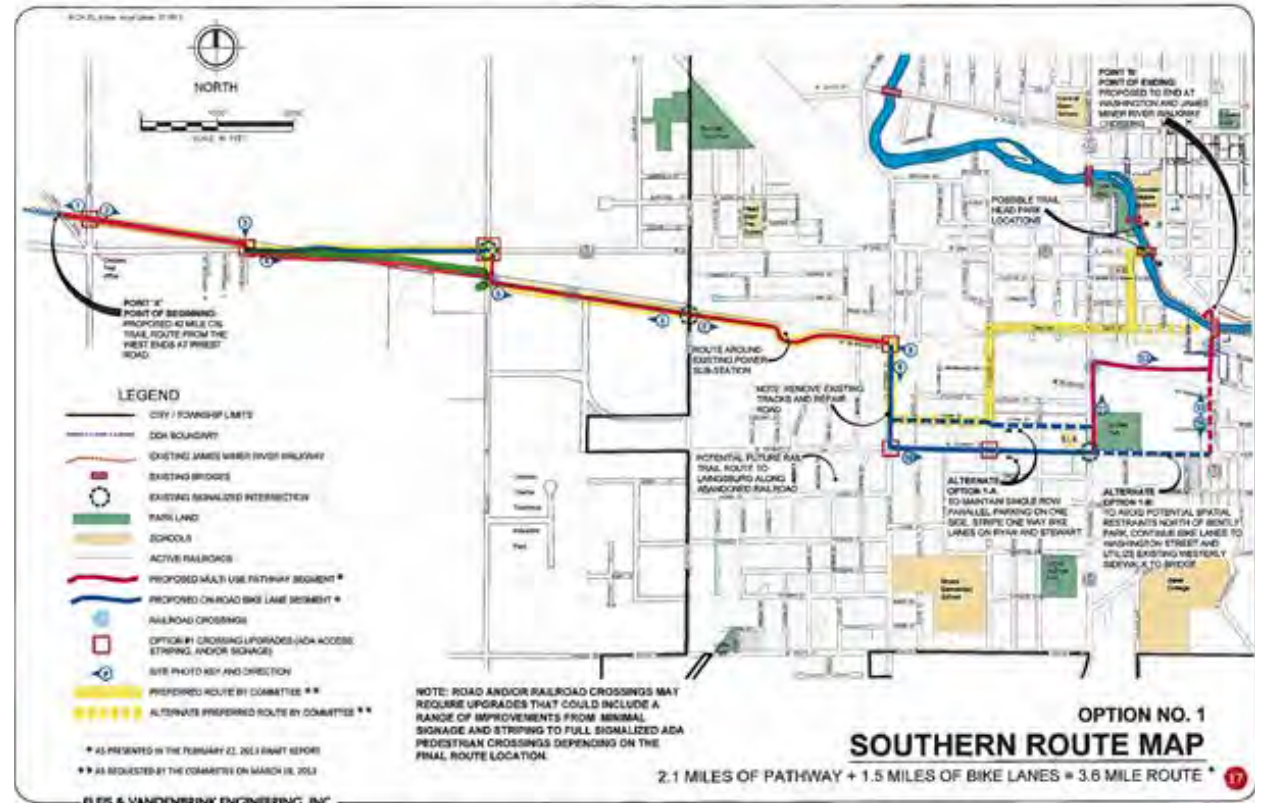
The trail is owned by the Michigan Department of Transportation (MDOT) and is managed by the Michigan Department of Natural Resources (MDNR) with the Mid-West Michigan Trail Authority and maintained by volunteers of the Friends of the Fred Meijer Clinton-Ionia-Shiawassee Trail.





NEW NON-MOTORIZED TRAIL ROUTE

Since the railroad corridor is still active in the City of Owosso, the current trail turns north at Smith and detours approximately 4-miles, dropping back down on the west side of the Shiawassee River, connecting to the Riverwalk at Curwood Castle. The city is currently looking to fund a new route that would connect the trail more directly into the downtown.





CHAPTER 3

ECONOMIC DEVELOPMENT

WHAT DO WE MEAN BY ECONOMIC DEVELOPMENT?

Economic development means supporting and growing locally-grown business. It means attracting and retaining talented workers and investing in our residents.

The economic development strategy drives investment and growth strategies, and it helps to define the way a community will interact with the local business community. It can guide business attraction and retention, determine which types of projects warrant public incentive support, identify an economic development vision and create an implementation strategy for the completion of projects which will enhance the economy within the community.

Economic development cannot just be about projects and amenities alone, it must be a comprehensive strategy. One that focuses on growing the local tax base, developing the workforce of today and tomorrow, investing in infrastructure that can support the needs of both residents and businesses, creating capacity to support, grow and retain existing businesses within the community and developing a marketing and branding strategy that can help attract new businesses to the community.

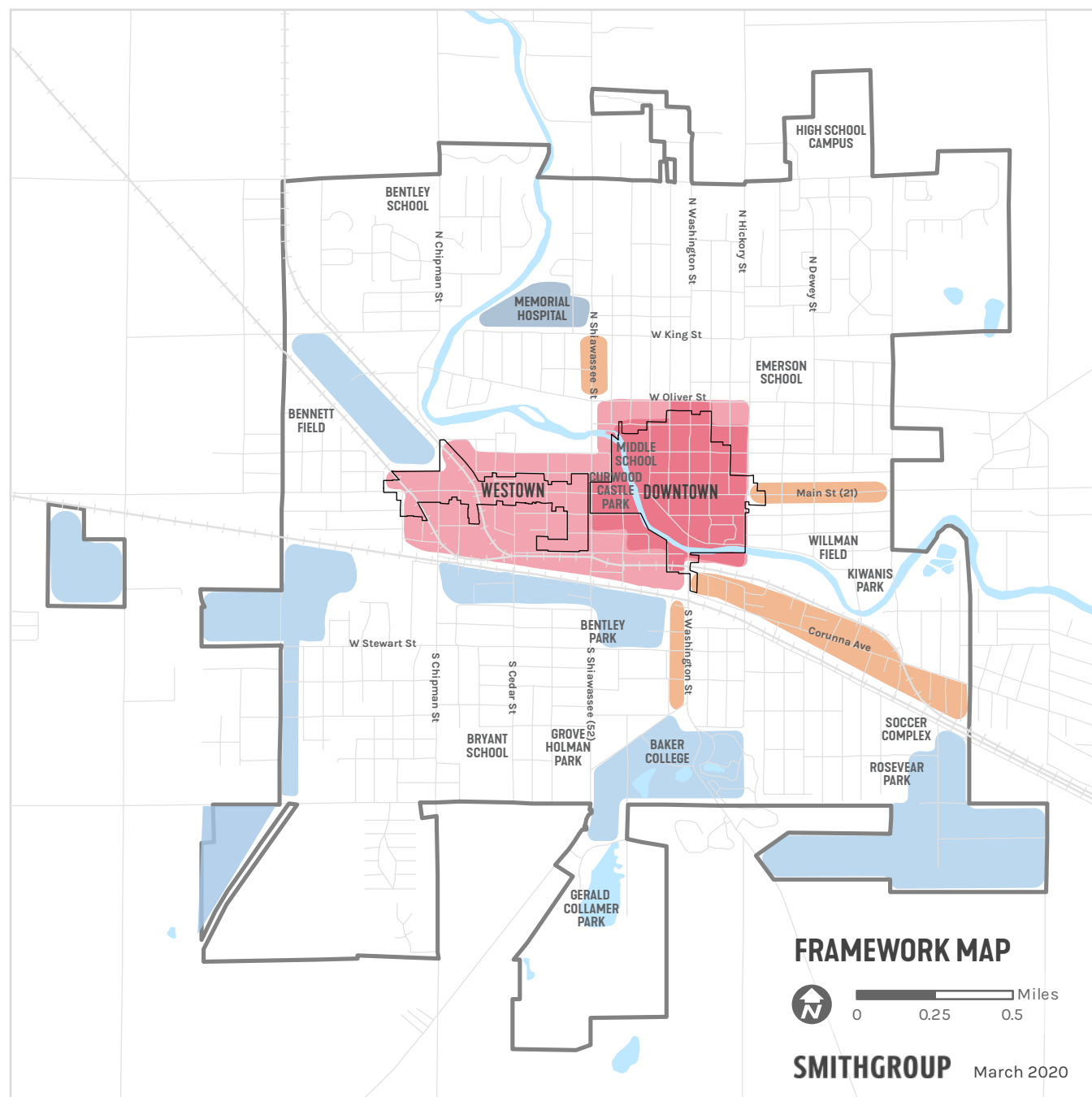


FRAMEWORK

The Economic Development Strategy deals with the city's centers, corridors, and district place types. This is where people work and where they go for goods and services. These are the areas where revitalization is taking place.

LEGEND

- Centers
- Corridors
- Districts



ASSETS AND CHALLENGES

WHAT MAKES US GREAT?

In terms of economic development assets, Owosso offers:

- Regional location and proximity to three large metropolitan areas: Detroit, Flint, and Lansing
- Stable government with minimal debt and good infrastructure
- Good cooperation with adjacent municipalities
- Quality school district
- Water and sewer
- Low cost of living and competitive taxes
- Diversity of businesses
- Michigan Main Street community
- Cook Family Foundation
- High speed internet
- Art and culture
- Baker College
- Partnerships with MEDC include Michigan Main Street (MMS) and Community Assistance Team (CAT)

WHAT CAN WE IMPROVE?

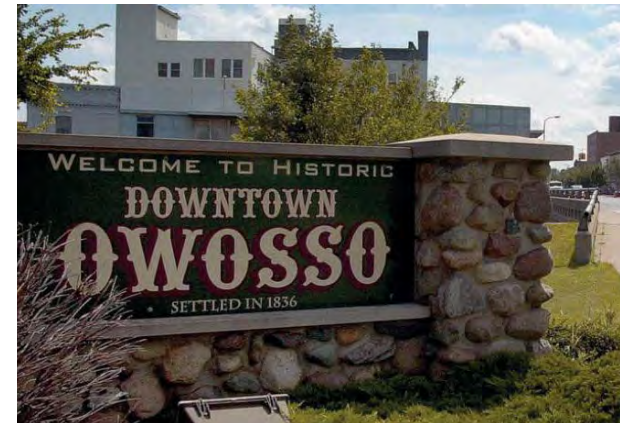
Owosso struggles with:

- Lack of housing options
- Perception and lack of marketing assets
- Lower educational attainment
- Skills training for underemployed
- Limited land for development
- Few entertainment venues
- Lack of hotels and accommodations
- Access to capital

WHERE CAN WE START?

Opportunities for Owosso include:

- Transformational Brownfield
- Michigan Economic Development Corporation's Redevelopment Ready Communities (RRC) Certification
- Need to sell success stories - incubator at Farmers' Market become small businesses
- Accelerate the timeline for putting together financing packages



GOALS, POLICIES, AND ACTIONS

The following goals, policies, and actions help translate the city's assets and challenges into tools to strengthen economic development and related place types in the city:

GOAL 1: PROTECT HEALTH, SAFETY, AND GENERAL WELLBEING OF THE COMMUNITY

MAINTAIN STRONG COMMERCIAL DISTRICTS

- Ongoing planning for Downtown and Westtown.
- Support existing businesses.
- Encourage nonconforming sites to gradually upgrade and be brought more into conformance with the intent of the zoning ordinance.
- Prioritize code enforcement and blight control efforts on Westtown, East M-21, South M-52, and M-71.

PROTECT WATER QUALITY AND ENHANCE THE NATURAL ENVIRONMENT

- Encourage sustainable design and aesthetic upgrades that will enhance the use and exchange value of property.

- Utilize the Zoning Ordinance to ensure that development will minimize disruption to valuable natural feature areas.
- Consider zoning changes that encourage rain gardens, permeable paving materials, LEED certification, and other sustainable development goals.

GOAL 2: PROVIDE EXCELLENT CUSTOMER SERVICE TO RESIDENTS AND INVESTORS

IMPROVE THE DEVELOPMENT REVIEW PROCESS

- Create a Guide to Development.
- Develop a documented policy to guide the internal review process including tasks, times, responsible parties, etc.
- Develop potential incentive packages.

ENSURE PLANNING AND DEVELOPMENT IS INCLUSIVE

- Promote and support a regional approach to economic development that is business friendly and easily accessible by businesses.
- Continue to follow and revise the public participation plan as needed.

- Develop an outreach strategy for potentially controversial development projects.

GOAL 3: MAINTAIN FISCAL RESPONSIBILITY AND SUSTAINABILITY

INVEST IN LOCAL INFRASTRUCTURE AND PUBLIC SERVICES

- Proactively address capital needs and time projects in parallel with redevelopment.
- Coordinate an infrastructure improvement plan for streets and underground utilities, with design standards.

SUPPORT LOCAL LEADERSHIP AND CIVIC ENGAGEMENT

- Support training for local elected officials.

PROMOTE FINANCING TOOLS FOR DEVELOPERS

- Educate building owners regarding potential financial benefits of upper floor rehabilitation, including state and federal tax credits for historic rehabilitation.

PROACTIVE CAPITAL PLANNING

- Consider redevelopment opportunities for current municipal properties, specifically City Hall and the public safety building.



GOAL 4. IDENTIFY, PRESERVE, AND ENHANCE THE COMMUNITY'S CHARACTER

PROMOTE REDEVELOPMENT

- Modify zoning to permit a flexible mixture of uses along corridors but with strengthened emphasis on design and character.
- Recognize and assess Redevelopment Ready Sites in order to prepare for packaging and marketing.

PRESERVE THE CHARACTER OF THE COMMERCIAL DISTRICTS

- Develop standards for new and infill development in order to ensure high quality, durable materials that are in compatibility with the city's historic character.
- Move the sign ordinance into the zoning code and update it so that it adequately serves businesses but promotes more subtle materials, lighting, color, size, positioning, and landscaping that complements the building and neighborhood.
- Require landscaping that enhances the development site along the street and within the parking lot.



BUILD ON EXISTING ASSETS

- Create marketing materials to attract developers to Owosso.
- Promote tourism. Advance and expand Downtown's Day-Tripper Transformation Strategy.
- Preserve the unique identity of Westown while pursuing mixed-use and traditional building projects.

CONTINUE LOCAL EVENTS AND PLACEMAKING

- Facilitate regular and frequent events in the downtown and Westown business districts in conjunction with the evolution and improvement of existing events such as the North Pole Express.
- Encourage and facilitate historical preservation.

GOAL 5: INCREASE QUALITY OF LIFE AND QUALITY OF PLACE FOR ALL

SUPPORT MIXED-USE AND WALKABLE NEIGHBORHOODS

- Encourage home-based businesses, live-work space, mixed uses, and flexible commercial spaces to accommodate the new economy worker and business.

- Prioritize neighborhood-serving mixed-use nodes to provide walkable access to daily retail and service needs.
- Provide safe pedestrian circulation when designing access and circulation for vehicles.
- Require all new commercial construction to provide pedestrian pathways along the roadway and require linkages from the building to parking areas and the pathway.

SUPPORT COMPLETE STREETS

- Finalize a non-motorized plan map and implementation strategy that links to other regional trail efforts.
- Build a student culture in the community between Baker College and downtown by encouraging strong pedestrian connections between campus, dorms, and downtown.
- Connect Westtown to the proposed trail system and consider additional wayfinding and street furniture, including waste receptacles.
- Consider implementation of the “complete streets” and “road diet” design concepts for all major streets and state highways.

GOAL 6: BOOST LOCAL ECONOMY

BUILD ON THE LOCAL BUSINESSES

- Business attraction.
- Identify and invest in programs that promote Owosso as the best entrepreneurial climate to live, work, learn, and play.

SMALL BUSINESS SUPPORT

- Continue to hold events to facilitate business support, training, and networking (Social media marketing, small business resources).
- Consider a coordinated study and plan effort that could drive tourism by increasing the draw to the Steam Railroading Institute, the Lebowsky Center, etc.

DEVELOP A MARKETING STRATEGY FOR NEW BUSINESS

- Conduct a market study to understand the needs of the community that are currently unmet and identify potential targets for business recruitment.
- Develop a business recruitment strategy and action plan, including a business recruitment package. Target a mix of specialty and anchor businesses for downtown, and a broader mix of general commercial for the corridors.

- Redevelopment Ready Sites marketing via signage in public areas, info packets and status updates in print/online/social, stakeholder facilitation, pre-project and post-project awareness efforts.

ATTRACT NEW DEVELOPMENT

- Partner with MEDC (RRC staff) and technical assistant consultants to identify and facilitate developer introductions and site tours.
- Promote the Shiawassee River as an environmental, economic, and recreational asset for Owosso.
- Develop a process to share successes, events, promotions, and development opportunities across partner communication channels (e.g., newsletters, press releases with partners like Chamber of Commerce, Main Street, etc.).
- Increase investment in regional marketing.
- Develop and utilize Request for Qualifications (RFQs) and Business Development Packets.

GOAL 7: STRENGTHEN PUBLIC AND PRIVATE PARTNERSHIPS

- Develop a tax increment financing plan for the Westtown Corridor Improvement Authority (CIA) and expand the boundary to capture key redevelopment sites.
- Consider the establishment of a Principal Shopping District (PSD) for Downtown Owosso.
- Continue to support the efforts of the Shiawassee Economic Development Partnership.
- Create an easily sharable, living spreadsheet to align partners with ongoing planning efforts and initiatives.

ECONOMIC DEVELOPMENT STRATEGY

The economic development strategy drives investment and growth strategies, and it helps to define the way a community will interact with the local business community. It can guide business attraction and retention, determine which types of projects warrant public incentive support, identify an economic development vision and create an implementation strategy for the completion of projects which will enhance the economy within the community.

Economic development cannot just be about projects and amenities alone, it must be a comprehensive strategy. One that focuses on growing the local tax base, developing the workforce of today and tomorrow, investing in infrastructure that can support the needs of both residents and businesses, creating capacity to support, grow and retain existing businesses within the community and developing a marketing and branding strategy that can help attract new businesses to the community.

REGIONAL ECONOMIC DEVELOPMENT

In 2013, the I-69 Thumb Region, also known as Prosperity Region 6 completed a 7-county economic development strategy called “Accelerate”. This plan is intended to find and promote economic development opportunities across the region as well as promoting the region for outside investment.

Each year, the I-69 Thumb Region offers grants and other support programs assisting local communities within the region to compete for investment opportunities.

AREAS FOR GROWTH

An overall assessment of Owosso points to two primary areas for growth throughout the community as follows;

1. **Industry** – This classification focuses on retail, service and manufacturing
2. **Housing** – The primary focus on housing will be to increase new housing units of all types that can primarily serve the working community and industries of Owosso.

INDUSTRY

The City of Owosso has a number of thriving industry sectors from retail to industrial to medical with Memorial Healthcare which employs over 1,000 workers within the city. Importantly, for future industry growth within the City of Owosso, is the labor participation rate. Owosso has a labor participation rate of nearly 64%, which is currently higher than the State of Michigan based on 2017 U.S. Census estimates. Equally important, educational attainment for the City of Owosso shows that at least 54% of the community has of some level of higher education attainment. While this is still a little below the State of Michigan, Owosso can demonstrate that they do have a trained workforce, especially when specifically trying to attract new manufacturers to the community.

BUSINESS DEVELOPMENT/ RETENTION PROGRAM

Develop a program to take and keep the pulse of the local business community. Regular touches, or retention visits will begin to engage the business community beyond traditional networking opportunities. Typical discussions during retention visits include business growth plans, marketing, employment and obstacles that can hinder growth. There are many resources available to the business community for finding, hiring and retaining employees, obtaining financial support, learning about import and export programs and government contracting opportunities. Having a strong business retention program can be one of the most successful tools for supporting the local business community. The Shiawassee Economic Development Partnership (SEDP) can be a resource to the City of Owosso since it brings collaborative partnerships together around development, business growth and support, entrepreneurialism, workforce development, infrastructure and beyond.

KEY METRICS FOR A RETENTION PROGRAM

1. Coordinate retention efforts with the SEDP. When able, join SEDP for retention visits to companies within the city.
2. Coordinate a bi-annual retention review with SEDP and the Michigan Economic Development Corporation to get updates on retention efforts throughout the year and to learn about key themes arising from discussions with local base businesses.
3. Develop a tracking method to follow and assist companies through the expansion process.
4. Create a small business information and support kiosk at City Hall in the Main Street/DDA office with promotional material for support programs or agencies that are available to assist local small businesses such as MEDC, MI Small Business Development Center, SEDP, Procurement Technical Assistance Center, lending institutions and other support organizations.
5. Celebrate business growth wins in the city online and through other forms of communications to let residents and other businesses know about economic successes.
6. Promote and enhance DDA/Main Street programs that can support local business growth and development such as TIF or Brownfield.

MARKETING/BRAND STRATEGY

Upon completion of the Master Plan, the City should focus efforts on marketing and branding to reintroduce the downtown mixed-use corridor and become a tool to highlight investment opportunities within the city. Marketing and branding have been used in many instances to create logos and taglines for municipalities, but for economic growth, the strategy needs to do much more. The strategy should identify sites, but also why those sites are a good investment. Are utilities in place and what capacity can they support? What potential incentives, such as opportunity zones might apply? What types of investment is the community trying to attract and what demographics support that investment? These are some of the questions to be addressed in a good brand strategy.

The table at right provides the framework for a marketing strategy for the City of Owosso.

MARKETING STRATEGY FRAMEWORK

Segment	Primary Interests	Outreach Tools	Suggested Message to Segment
Location advisors/ Site selectors & Corporate Executives (with site influence)	<ul style="list-style-type: none"> ■ Reducing risk, credible and trustworthy sources ■ Available and skilled workforce ■ Accessibility and location ■ Incentives and taxes ■ Predictable permitting process 	<ul style="list-style-type: none"> ■ Meetings at industry events ■ Website/online media ■ Partnerships and industry networks ■ Industry press ■ Briefings/tours 	<ul style="list-style-type: none"> ■ Plenty of available land and vacant facilities ■ We offer fast approvals ■ Incentives available ■ Easy access to larger markets ■ Forward thinking leadership ■ Low utility costs
Developers	<ul style="list-style-type: none"> ■ Reducing risk ■ Quality/style of development ■ Return on investment ■ Quick tenant placement ■ Predictable permitting process ■ Zoning and land use 	<ul style="list-style-type: none"> ■ Engagement in community building vision ■ Trade media and press ■ Briefings/tours ■ Website/online media ■ Area business reports 	<ul style="list-style-type: none"> ■ Untapped market potential ■ Desirable location ■ Fast approvals ■ Incentives available ■ Progressive city leadership ■ Small-town charm with forward thinking leadership ■ Low utility costs
Regional & Intermediary Organizations, Public- Private Partnerships (MEDC)	<ul style="list-style-type: none"> ■ Promoting and expanding economic development in the region ■ Growing the organization's reputation and credibility ■ Networking 	<ul style="list-style-type: none"> ■ Brochures/Fact sheets ■ Briefings ■ Engagement in community building vision ■ Community educational forums 	<ul style="list-style-type: none"> ■ Changes will offer major economic opportunities for local community ■ Together we can make Owosso a great place to do business and development projects ■ We are leveraging your investment

BUSINESS ATTRACTION

Upon completion of the brand strategy, it will be important to engage fully with the Shiawassee Economic Development Partnership as well as the Michigan Economic Development Corporation to implement a business attraction strategy that works for the community based on the outcome of the Master Plan, land available for growth and target sectors the city is looking to attract.

KEY ATTRACTION METRICS

1. Determine which industry sectors are most likely to thrive in Owosso and implement a targeted marketing effort to those industries.
2. Work with SEDP to engage site selection professionals and consider hosting a Familiarization Tour within the community.
3. Highlight strong institutions such as Memorial Healthcare, Baker College, The Cook Family Foundation, Chemical Bank and others to demonstrate Owosso's great industry core and industry diversity.
4. Complete a workforce study to highlight the city's workforce potential.
5. Attend regional site selection forums such as Mid-American Economic Development Council, Michigan Economic Developers Association and Site Selectors Guild.

HOUSING

A common theme from the Strengths-Weaknesses-Opportunities-Threats (SWOT) analysis is that there is not enough housing in the marketplace for new residents coming to Owosso, and that the existing housing stock is not supporting the existing residents of the city. Specifically, the housing market for middle income individuals is virtually nonexistent. Adding new housing stock is a very important piece of the economic development puzzle.

Opportunities to accommodate new housing marketed to middle income individuals are found throughout the city. At right are a few strategies to assist with attracting potential housing builders to the City of Owosso.

UNDERSTAND THE MARKET

The first step in moving projects forward in smaller communities across the regions is to identify areas in the community that would be appropriate for new housing construction, both renter- and owner-occupied. For many builders, cost is the driving factor for determining when and where to build. Market information needs to be gathered indicating what the potential sales price or rent structure would be for new units. It would also be helpful to identify where potential buyers and renters will come from. A focus group meeting with area realtors and lenders would help with this.

Further, a survey of existing residents (mailed and/or online) in the community would also help asking the following questions, at a minimum, for example:

1. If newly constructed, for-sale houses were available in the community would you consider selling your existing house and moving?
2. Are you currently renting and if newly constructed, for-sale houses were available would you consider buying?
3. If you did move to a different house, what are some of the key things you would be looking for? (less maintenance, more bedrooms, etc.)
4. Do you know of, or is anyone in your household, currently looking for alternate housing but have been unable to find any?

ENCOURAGING NEW HOUSING CONSTRUCTION

Developers are not likely to be interested in small, outlying communities because the incomes and housing values are lower. Instead, they will tend to focus on larger markets with higher values and the potential for greater profit margins. Small communities will have to find creative ways to generate new housing development, on both the construction and land development ends of the market.

This can come in the form of building capacity with local investors/builders (“home grown”) and eliminating some of the hurdles that make housing development challenging. This can also be accomplished by creating Public/Private Partnerships (P3’s) with local municipalities or non-profit entities. Either the community, the P3 or a regional consortium, must look for ways to encourage new housing construction including but not limited to:

1. **Acquiring land.** Since both lenders and developers are shying away from new developments, the community can acquire land for that purpose and eliminate one of the required steps. This land can be sold raw or if possible, with the necessary infrastructure indicated below. If land can be obtained at a reduced price through tax foreclosure, the savings can be passed on to the developer as an added incentive. If the community is acting as the developer, this will help lower development costs and the savings can be passed on to the individual builders.
2. **Obtaining zoning approvals.** The community can rezone and even site plan the project so a developer only has to install the infrastructure and then obtain building permits for the construction. Prior zoning approval would also help with alternate housing types, like townhouses, condominiums, apartments, etc., where residents in some communities oppose any type of housing that is not large lot, single-family.
3. **Extending infrastructure to the site.** This is one of the costliest parts of development so if the community can install utilities to the property already purchased, typically at a lower financing rate, this will greatly improve the ability to attract builders. With roads, sewer and water already installed, the community will then have the ability to sell individual lots to builders and eliminate the risk that comes with developing an entire subdivision. This also gives the community flexibility with the builder and ability to ensure high-quality construction; and coordinate capital projects.
4. Establish a risk loan guarantee that will encourage banks to lend for speculative housing development, like subdivisions. The builders we spoke to said that even if they wanted to develop a subdivision, the risk would be too great, and the lenders would be hesitant to participate. It would therefore be beneficial to create some form of loan risk guarantee pool that would protect the lenders from loss if the project failed. As a loan guarantee, funding would not have to be committed to each project; only for those projects that fail and the bank has to foreclose on the property. In those cases, the loan fund would cover an agreed upon percentage of the loan and then have the ability to sell the property to a new developer. Such a fund could be undertaken at the community level but would most likely be more effective at the regional level as part of a consortium of communities or economic development agencies.

With many of the successful projects noted previously, builders have stated that they were able to offer lower-priced options because they could get higher densities creating an economy of scale. Others were able to acquire the land for development at a very low cost, generally purchasing the land from a municipal entity that obtained the land through the foreclosure process during the last recession. As noted earlier in this strategy, nearly 30% of the costs of new construction projects are regulatory, so finding ways to reduce those costs is critical.

ADDITIONAL STRATEGIES

1. The community should develop an “elevator speech” that promotes the assets of the community and why someone would want to invest there.
2. An inventory of available land should be prepared including ownership, tax and zoning information. The availability and location of public utilities should also be included.
3. It is critical that the community obtain ownership of tax foreclosure properties that have development/redevelopment potential for mixed-use or housing.
4. Where needed, properties that are targeted for development can be re-zoned in advance by the community, making it easier for prospective developers/builders to move forward.
5. Make sure that the zoning and building review process is quick and efficient to avoid unnecessary delays.
6. A strategy should be prepared for the development of residential properties, falling into four categories: (1) Land suitable for subdivision into multiple lots; (2) Individual, developable lots for sale to builders; (3) Land suitable for multiple-family development; and (4) Mixed-use and urban housing types, like townhouses, flats, etc.
7. Local companies and banks should be recruited as partners in housing development, including financially, since they depend upon the ability to attract quality employees and customers.
8. Consider allowing Accessory Dwelling Units and smaller housing unit types to increase density in downtown and adjacent areas.

IMPLEMENTATION

This plan serves as the policy guide for moving Owosso forward, guiding decisions about future physical and economic development. Transforming the plan's goals into reality will require a long-term commitment and political consensus. The plan is designed to be a road map for action, incorporating strategies, specific projects, and programs that will achieve the desired results.

This chapter synthesizes the many plan recommendations and identifies the actions and timing needed to transform the plan's vision into reality.

TENETS OF SUCCESSFUL IMPLEMENTATION

The input received through the master plan process provided a foundation to help achieve the city's vision, community support, commitment, and involvement must continue.

COMMITMENT

Successful plan implementation will be directly related to a committed city leadership. While elected and appointed officials will have a strong leadership role, many others - city department directors, staff, and leaders from the community's many institutions and organizations will also be instrumental in supporting the plan.

However, commitment reaches beyond just these individuals and includes the array of stakeholders. Citizens, landowners, developers, and business owners interested in how Owosso develops must unite toward the plan's common vision.

INTEGRATE WITH PROJECT DESIGN

City officials and departments must embrace the plan, applying its recommendations to help shape annual budgets, work programs, and the design of capital improvements. For example, the city's engineering practices can support implementation through infrastructure improvements, streets, and storm systems designed consistent with plan policies and

recommendations. Each department, staff person, and elected official should find it a benefit, if not an obligation, to reference the plan when making decisions and setting priorities.

GUIDANCE FOR DEVELOPMENT DECISIONS

This plan is designed for routine use and should be consistently employed during any process affecting the community's future. Private investment decisions by developers, corporations, and landowners should consider the plan's direction as it is the guide for economic growth and stability of the community and supports the goals and objectives of the overall master plan.

EVALUATION AND MONITORING

This plan has been developed with a degree of flexibility, allowing nimble responses to emerging conditions, challenges, and opportunities. To help ensure the plan stays fresh and useful, periodic reviews and amendments may be required. This will ensure plan goals, objectives, and recommendations reflect changing community needs, expectations, and financial realities.

ATTRACTING DEVELOPMENT

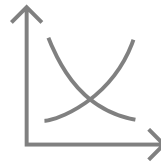
It is up to the City, DDA, business leaders, and civic associations to work together to assemble developer information and then actively recruit developers and businesses.

WHY OWOSSO?

Since developers look for strong or emerging markets, Owosso must prove that it fits into this classification and may have just been overlooked. What are the positives with Owosso that have created unmet demand for housing, commercial, office or industrial uses? This is information that must be gathered and uncovered to create the “elevator speech” for developers: meaning why invest in Owosso as opposed to all the other communities that contact you? Also, what has changed in recent years causing the private sector to overlook the city as a place to develop? A one-page handout summarizing this key information will be a good start. After that, a separate sheet can be created for each marketing item like housing, retail, office, hospitality, etc.

UNDERSTAND THE MARKET

Developers may not take the time to fully understand the dynamics of the local market and especially not unmet demand. The city can prepare a fact sheet for different market segments, working with local real estate professionals and companies. For example, some compelling information might be increased housing prices and vacancy rates; potential demand for certain types of housing using the Target Market Analysis; voids in the retail market that could be served by local businesses, etc.



DEVELOPER MATCHMAKING

Once the above information is collected and organized, invite developers to come in and learn about available sites and why they should consider Owosso for their next project. It would be best to invite them individually and be concise, enthusiastic, and to the point with what you would like them to consider. Be sure to share success stories from other companies and developments so they can see that others have already tested the market. It is equally important to have as much information available regarding property availability, price, rental rates, recent purchase prices, traffic volumes, etc. This will provide a positive impression regarding the recruitment effort and limit the number of items that need follow-up.



DDA/CITY PROPERTY ACQUISITION

Property acquisition will be a necessary part of implementing the development projects contained herein, particularly for site development and redevelopment. By purchasing property in an area identified for new development, the DDA or the city will have an added tool to attract developers and build the desired project. For example, to develop new housing, the DDA or city can acquire several of the vacant lots and can contribute them to the project. This will provide an incentive to lower the cost, and minimize the risk, for the developer. Should the first phase be successful, the developer will more than likely undertake construction of additional units without any form of subsidy. The goal is to use tax increment financing to attract developers by minimizing risk, leverage private investment and eventually eliminate the need for financial assistance.



GAP FUNDING

Some projects may need financial assistance to kick-start the development. The city may, at its own discretion, commit project-specific future tax increment capture back to private projects for a specified period of time. The goal is to provide funding to close the “gap” that prevents the project from becoming a reality due to financial feasibility. There are many additional incentives that can also be utilized to support “gap” funding.



INCENTIVE PACKAGE

The following programs are a sampling of incentives available to both local communities and developers to assist with redevelopment projects.

- Business Development Program (MiBDP)
- PA 198 Industrial Facilities Exemption
- Commercial Rehabilitation Abatement
- Community Revitalization Program (CRP)
- New Market Tax Credits
- Brownfield
- Michigan Transportation Economic Development Fund
- Opportunity Zones
- Façade Improvement Program



REDEVELOPMENT OPPORTUNITIES

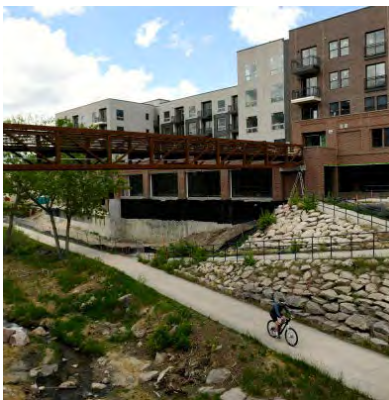
OWOSSO MIDDLE SCHOOL

Located on the northwest side of Downtown, along the Shiawassee River, the Owosso Middle School is currently active. There are plans to construct a new middle school on the high school campus. The 6-acre site includes a parking lot and amphitheater with a large lawn. Built in 1928, the 120,000 sq. ft. middle school has significant adaptive use potential. The auditorium and gym spaces present challenges for strictly residential conversion to market-rate apartments. The city would like to see the building repurposed as an artist live/work space similar to the City of Dearborn's City Hall Artspace Lofts. Other options include higher education. For instance, Kendall College was a possible tenant for the Armory building. The Owosso-Mitchell amphitheater hosts concert events throughout the summer. To preserve this community asset, the city should encourage the future developer to provide a public access easement for the amphitheater and perhaps a portion of the parking lot (to accommodate barrier free parking).



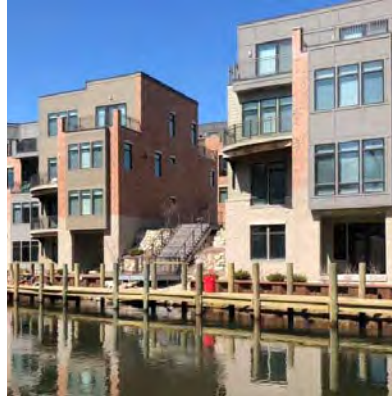
MATTHEWS BUILDING

Located in a prominent intersection within the Downtown core, adjacent to the Shiawassee River and across from City Hall, the Matthews Building site has significant redevelopment potential. The building is an aggregate of several buildings dating from the end of the nineteenth into the early twentieth century. The individual buildings are distinguishable according to their variable heights, different window trims, and variations on the stepped brick frieze. The extensive remodeling that has occurred over time, including multiple coats of paint and the application of various covers to the façade, challenges the observer to sort out a coherent description of its appearance. These additions also make adaptive use more challenging. Originally constructed in 1899, to replace the Mueller Brother Brewery that burned in 1898. The building is listed as a contributing to the National Register Historic District.



RIVER'S EDGE

Located along the south bank of Shiawassee River, just west of S Washington St, this 2.5-acre underutilized industrial site has significant redevelopment potential from a location and amenity perspective due to proximity to downtown, the Stream Railroad Institute and the James Miner Riverwalk. An opportunity for attached single family or multiple family. The development should provide for public access along riverfront. The surrounding neighborhood has architectural charm and walkable scale, but it is somewhat disconnected from downtown. There is an opportunity to connect the neighborhood to downtown via a pedestrian bridge across river at corner of Genesee and Green St which could be considered as part of a larger city-wide non-motorized effort.



WESTOWN

While historically commercial corridors served as neighborhood-serving local businesses, as buying habits have changed these areas have seen varying levels of strength and decay across Owosso. Existing walkable centers should be preserved and strengthened to spur further investment. Many corridors, though, may be best to transition from retail or general commercial areas to mixed-use office, housing, and live/work opportunities. This is especially true for the gateway corridors of Corunna, Main Street and Washington. Future zoning changes are recommended to place a renewed emphasis on walkable design and character while allowing a flexible mixture of uses.

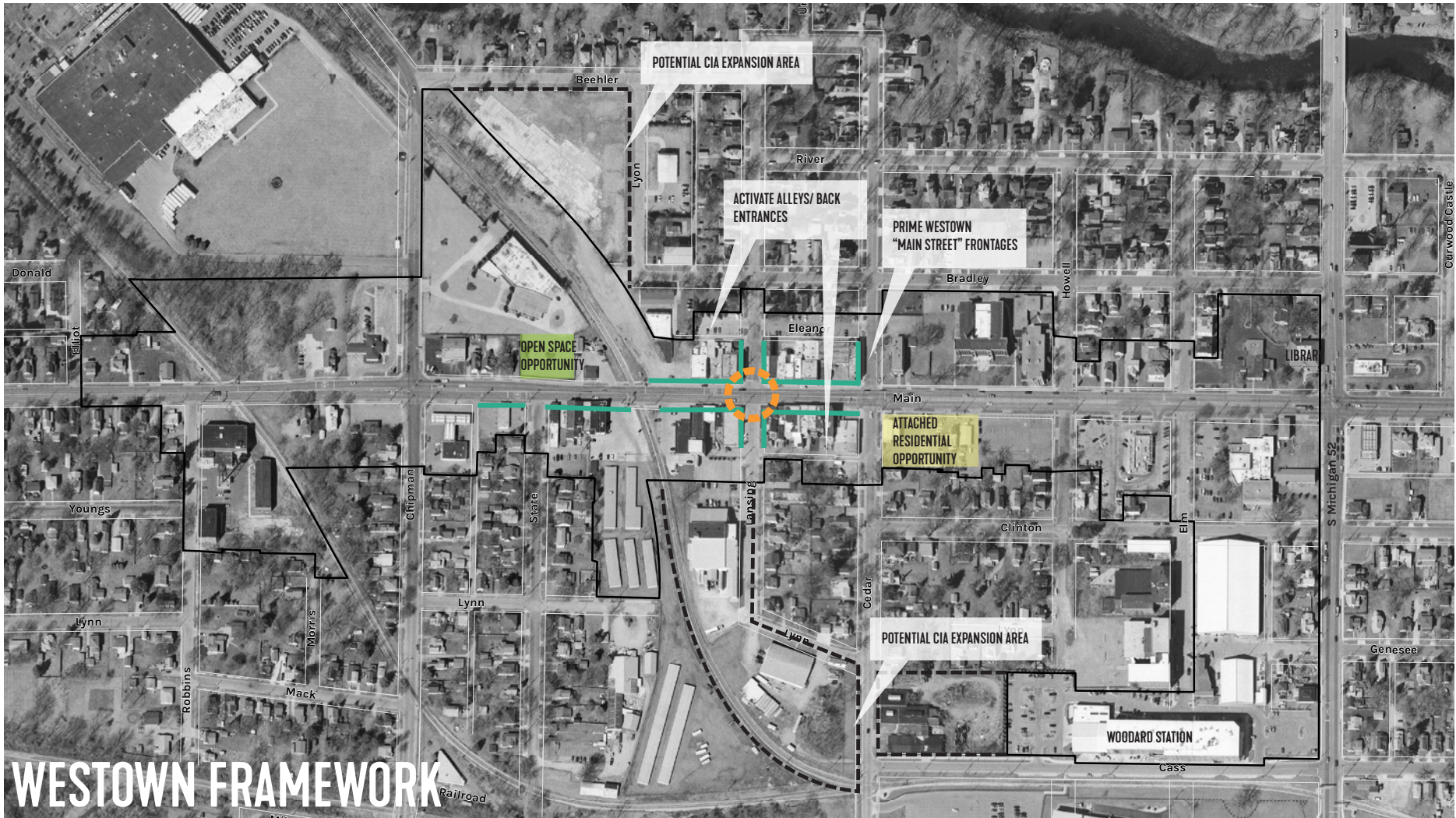


Westown in particular provides opportunity to complement, while not duplicating, the success of Downtown by capitalizing on its existing traditional “main street” storefronts and walkability to nearby neighborhoods. The success of the Woodward building redevelopment indicates Westown may have more potential as an eclectic “warehouse” district that builds on the area’s industrial past. While a Corridor Improvement Authority (CIA) was established, no TIF has been established for the area. A more formalized business association and funding mechanism are needed to help brand Westown as its own district and fund streetscape improvements and a more formalized shared parking strategy.







KEY STRATEGIES FOR WESTOWN

- Expand the Corridor Improvement Authority (CIA) boundary along Lyon to Beehler and along Lansing to Cedar and the railroad tracks to capture future development and support necessary infrastructure and streetscape improvements.
- Continue to invest in the rehabilitation of buildings along Main between State and Cedar to reinforce the sense of place and support existing and future businesses. This includes facade improvements and signage that enhances the historic integrity of the buildings.
- Potential open space opportunity west of the railroad tracks near the intersection of State St. The site is currently undeveloped private property.
- Opportunities for new attached residential development to increase pedestrian traffic in the district and provide a transition to the adjacent neighborhoods. Opportunities include a commercial site at Main and Cedar and the former Vanguard site along Lyon.



WESTTOWN FRAMEWORK

LEGEND

-  Potential CIA Expansion Area
-  Proposed Redevelopment/Infill
-  Proposed Open Space
-  Proposed Gateway/Streetscape Enhancement
-  Prime "Main Street" Frontages

RECOMMENDATIONS

- Supplement cobra-style street lights with more pedestrian-scale lighting
- Retain the same number of on-street parking spaces
- Install enhanced sidewalk amenities
- Plant additional street trees in curb bumpouts
- Protect trees with curbs to limit street salt detriments
- Activate alleys with art, organized parking, planters, welcoming entrances, and signage to front entrances

CHAPTER 4

DOWNTOWN PLAN



WHAT DO WE ENVISION FOR DOWNTOWN OWOSSO?

Downtown Owosso functions as the social, cultural and economic hub of the community and the region. Riverfronts also play a critical role in this country historically as a place of commerce and more recently as a source of recreation and a driver for investment. As the city's "front porch" and "living room", the downtown and riverfront district play an integral role in defining the identity and character of a community.

Throughout its history, Downtown Owosso and the Shiawassee River have been the focal point of activity in the city. Today, the downtown continues to serve as the cultural and economic center of the city. Many of the historic buildings have been restored and re-adapted into new uses - supporting locally owned stores and restaurants.

Despite some heavy losses through the decades, Owosso's downtown contains an impressive collection of nineteenth and early twentieth century commercial architecture. With the support and leadership of Owosso Main Street, dozens of façade improvements and millions of private dollars have been invested in downtown Owosso in the last decade.

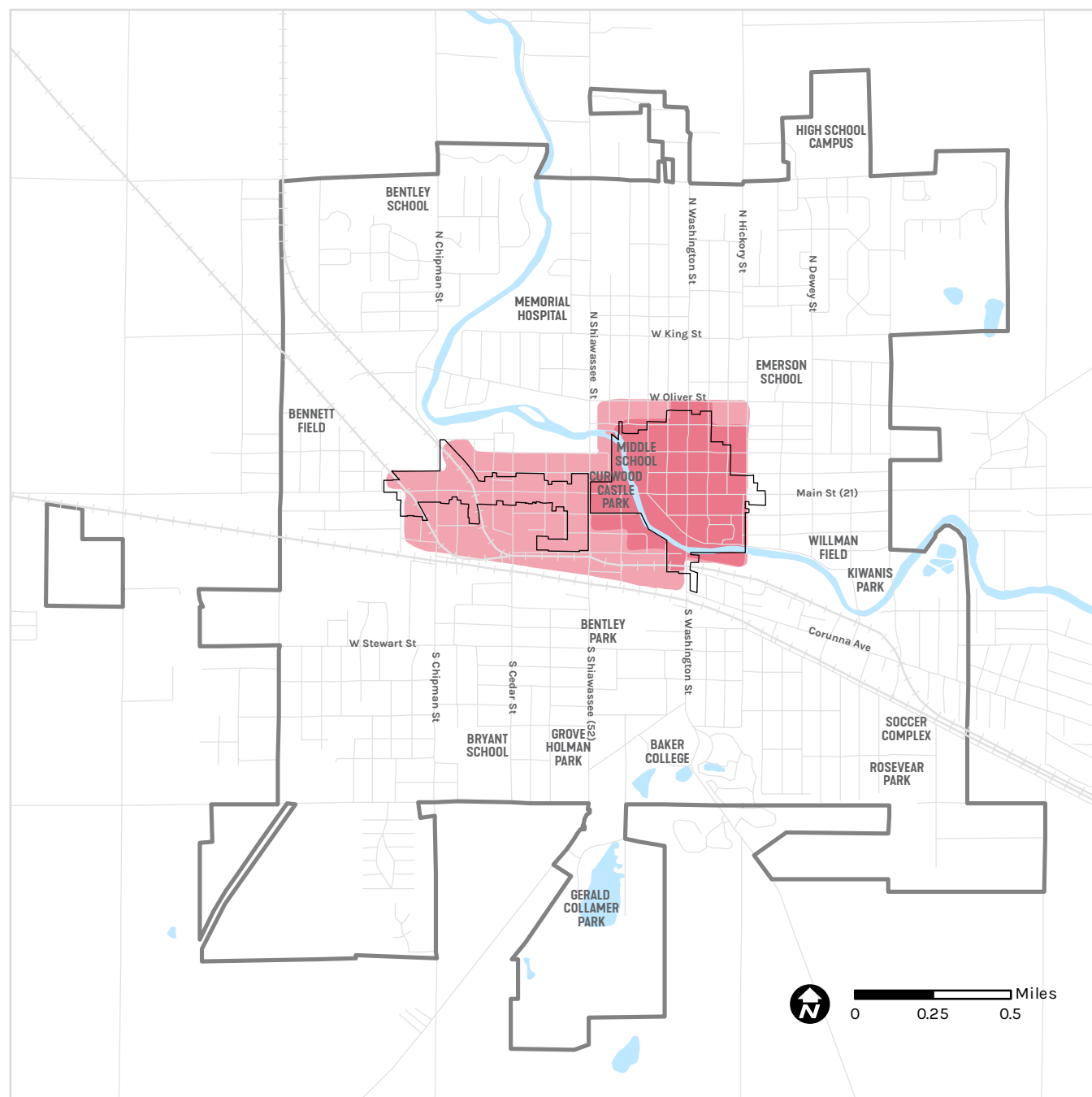


FRAMEWORK

Downtown is the center of the community. It is where people gather. The Downtown is one of the city's two centers. The other being Westtown. Centers are characterized by their active ground floor uses and a mix of residential and office on upper stories. The centers benefit from access to open space and connections to neighborhoods, and corridors. While not always physically connected, centers and districts have a synergistic relationship.

LEGEND

Centers



ASSETS AND CHALLENGES

WHAT MAKES DOWNTOWN GREAT?

Downtown Owosso offers:

- Architecturally significant buildings
- Unique local businesses
- Destination for arts & culture
- Access to open space, trails, and the Shiawassee River
- Downtown management and dedicated volunteers
- Downtown programming and events
- Great local businesses and restaurants

BUILDING ON OUR SUCCESS

The City of Owosso has had several successful redevelopment and building rehabilitation projects in recent years including:

- The Amory (2018)
- Capitol Bowl (2006)
- Lebowsky Center for Performing Arts (2014)
- Woodard Station Loft, Westown (2007)
- The Wesener Building (2018)

WHAT CAN WE IMPROVE?

Downtown challenges include:

- Establishing better gateways
- M-21/Main Street is a barrier
- Maintenance issues with existing streetscape along Washington and Exchange
- Improving connections between destinations, increase walkability
- More connections to the Shiawassee River, nodes - family friendly and arts & culture
- Increasing retail



MAIN STREET APPROACH

FOUR-POINT APPROACH

- **ECONOMIC VITALITY** - Strengthens existing economic assets, while also identifying opportunities for new development and growth.
- **DESIGN** - Leverages unique, historic character to create inviting districts that attract visitors, residents and businesses.
- **ORGANIZATION** - Cultivates partnerships and coordinates resources around a shared community vision for downtown.
- **PROMOTION** - Communicates the value and vitality of downtown to community members, potential investors and key stakeholders.

TRANSFORMATION STRATEGY

- Day Tripper Tourism and Residential Development Transformation Strategy Development Plan
- Desired Future State: Downtown Owosso is widely known for its enthusiastic, welcoming culture that invites and embraces businesses, residents and visitors alike, showcasing a green and thriving environment of beautiful, walkable boulevards and authentic, unique attractions, residential, shopping, and dining experiences; the small town-downtown with appeal!

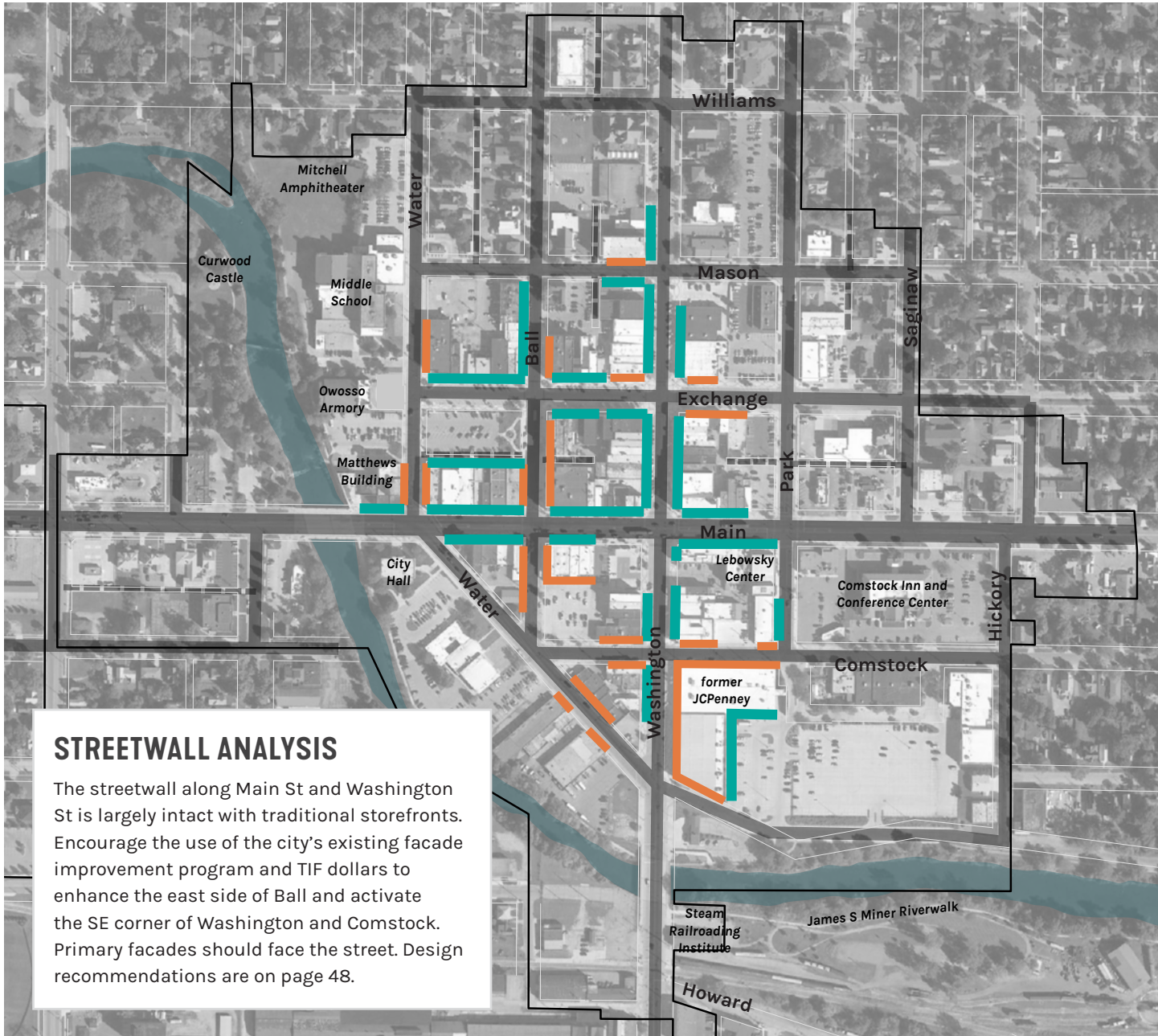


KEY STRATEGIES FOR DOWNTOWN

- Expand and sustain a model of “coopetition” among Downtown Owosso businesses, organizations and attractions.
- Promote our success and the Downtown Owosso brand through better storytelling
- Improve connections to the river and increase the amount of dedicate open space
- Support historic rehabilitation and compatible redevelopment
- Establish a Downtown zoning district to regulate new development
- Support upper story residential
- Promote Downtown as a hub for arts and culture

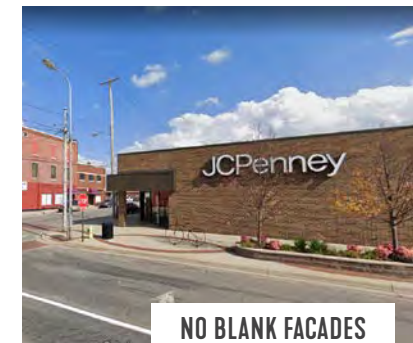


Source: Main Street America



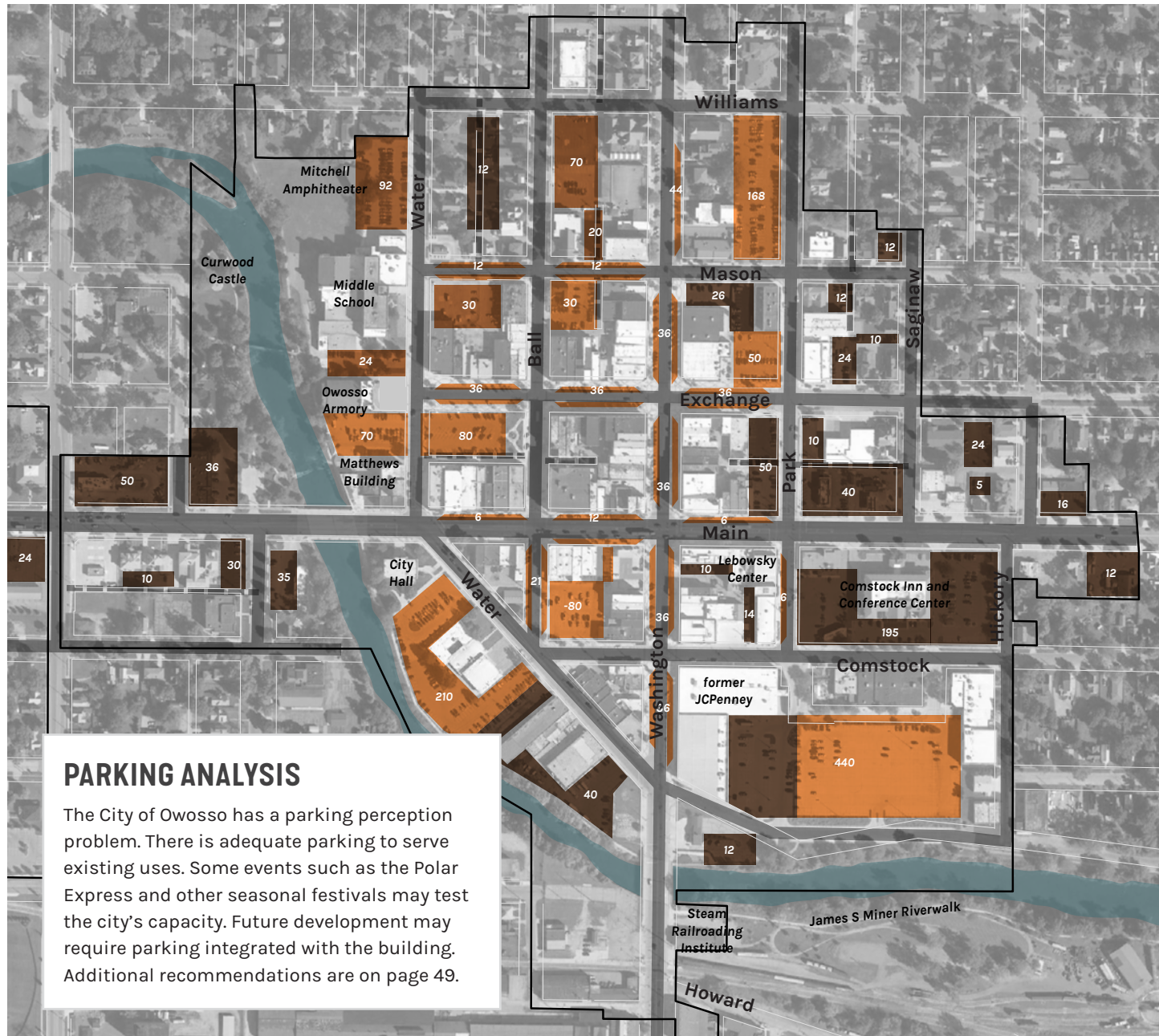
STREETWALL ANALYSIS

The streetwall along Main St and Washington St is largely intact with traditional storefronts. Encourage the use of the city's existing facade improvement program and TIF dollars to enhance the east side of Ball and activate the SE corner of Washington and Comstock. Primary facades should face the street. Design recommendations are on page 48.



LEGEND

- Primary Facades
- Secondary Facades



LEGEND

- Public parking
- Semi-public parking
- Private parking
- Street
- Alley

GOALS, POLICIES, AND ACTIONS

The following goals, policies, and actions help translate the city's assets and challenges into tools to strengthen downtown and related land uses.

GOAL 1: PROTECT HEALTH, SAFETY, AND GENERAL WELLBEING OF THE COMMUNITY

CREATE A WELCOMING DOWNTOWN COMMUNITY

- Cultivate an environment that demonstrates a commitment to the development of businesses, housing, and community organizations in Downtown Owosso.
- Expand and sustain a model of “coopetition” among Downtown Owosso businesses, organizations and attractions.

STRENGTHEN CODE ENFORCEMENT

- Support a strict code enforcement program of commercial, residential and tenant properties.
- Educate business owners and employees on the importance of reserving on-street parking for customers/patrons.

STRIKE BALANCE BETWEEN DEVELOPMENT AND THE PRESERVATION OF OPEN SPACE

- Support privately owned river-friendly development on the Shiawassee River
- Consider zoning changes that encourage or require riparian preservation

GOAL 2: PROVIDE EXCELLENT CUSTOMER SERVICE TO RESIDENTS AND INVESTORS

ENSURE PLANNING AND DEVELOPMENT IS INCLUSIVE

- Continue the Main Street program in downtown.
- With the city, define Main Street's role in the RRC initiative; plan and deploy activities accordingly.

IMPROVE THE DEVELOPMENT REVIEW PROCESS

- Support a regulatory environment that demonstrates a commitment to the development of businesses, housing and community organizations in Downtown Owosso.

IMPROVE THE DEVELOPMENT REVIEW PROCESS

- Expand outreach and education of façade grant opportunities
- Conduct customer service surveys of property owners, businesses and organizations

GOAL 3: MAINTAIN FISCAL RESPONSIBILITY AND SUSTAINABILITY

DIVERSIFY FUNDING SOURCES

- Determine if establishing a principal shopping district (Act 120 of 1961) would provide a benefit to the City
- Participate in the City's six-year capital improvements plan an annual basis
- Amend the DDA Plan to allow for more creative project financing

INVEST IN LOCAL INFRASTRUCTURE AND PUBLIC SERVICES

- Include Main Street in the City's annual update process for the six-year capital improvements plan (CIP)
- Improve the aesthetic appearance of downtown parking lots

- Improve the pedestrian experience along the Washington Street bridge
- Coordinate roadway and bridge improvements with MDOT's long-range plans

GOAL 4: IDENTIFY, PRESERVE, AND ENHANCE THE COMMUNITY'S CHARACTER

STRENGTHEN CONNECTIONS TO THE RIVER

- Improve utilization of and access the riverfront through public-private partnerships
- Continue to support biking, walking, and river activities in downtown.
- Provide for adequate open space and recreation in Curwood Castle Park.

PROMOTE HISTORIC PRESERVATION

- Continue the historic preservation program for downtown's historic structures with program elements to include facade restoration, upper story tenant development, design services, and qualification measures to access state and federal tax credits
- Utilize the Downtown Historic District

Commission to ensure preservation of downtown properties, while encouraging economically viable uses in existing buildings.

PROMOTE THE DOWNTOWN OWOSSO BRAND

- Working on telling our story - locally, regionally, state-wide, and nationally. Promote successes and initiatives
- Continue to support festivals and events
- Incorporate downtown brand into downtown gateways and wayfinding
- Develop a mobile app featuring Downtown Owosso attractions/ businesses (possible fundraiser through ad sales)
- Create and deploy a public relations media content calendar
- Install historic markers describing noteworthy buildings, events and people. Coordinate the design with an overall City signage plan.

GOAL 5: INCREASE QUALITY OF LIFE AND QUALITY OF PLACE FOR ALL

ENSURE A HIGH QUALITY PUBLIC REALM

- Improve the sense of arrival for the South Washington Street entrance to the downtown

and provide safe pedestrian crossings

- Enhance all downtown gateways with beautification and wayfinding
- Improve the aesthetic appearance of downtown parking lots
- Activate the alleys in downtown as gathering spaces, art exhibits, events, etc.
- Revise zoning standards to require 10' parking setback with screened buffer zones

SUPPORT THE CITY'S SENSE OF COMMUNITY

- Create and deploy a "Welcome" packet and/or goodie basket for new arrivals
- Create and demonstrate a welcoming culture of hospitality for the visitors, businesses, and residents of Downtown Owosso
- Increase lifestyle, entertainment options including festivals and cultural events

PRESERVE AND ENHANCE THE MAIN STREET CHARACTER

- Engage in a zoning revision that includes design guidelines and/or elements of a form based code for downtown and Westown.

- Consider the potential of “build-to” lines, mixed vertical uses, and minimum heights in the downtown and in Westtown.

SUPPORT A MIX OF USES

- Expand housing options
- Improve rental rehab program
- Establish smaller-scale retail and office infill development
- Work with former JC Penney property owners on redesign vision and outlot potential for the public parking lot

PROVIDE FOR ADEQUATE OPEN SPACE AND RECREATION

- Enhance the riverfront through public-private partnership
- Activate the alleys in downtown as gathering spaces, art exhibits, events, etc.
- Transition existing parking lots into dedicated pedestrian space (plaza, farmers market, etc.)
- Improve connections to the river. Establishing varying activity nodes along the riverwalk

IMPROVE SAFETY OF STREETS FOR ALL USERS

- Reconnect street grid or at minimum create pedestrian connection between Water St and Comstock St.
- Incorporate distinctive and clearly marked crosswalks at road crossings that align with existing sidewalks and pathways.

GOAL 6: BOOST THE LOCAL ECONOMY

ADVANCE TRANSFORMATIONAL STRATEGIES

- Expand and sustain a model of “coopetition” among Downtown Owosso businesses, organizations and attractions
- Create or support creation of day-tripper attraction packages
- Engage business owners in defining “coopetition” and how to measure

SUPPORT AND ENGAGE LOCAL BUSINESSES

- Survey business owners about needs/gaps
- OMS/DDA to act as resource for businesses in development/strengthening of networks/network opportunities

GOAL 7: STRENGTHEN PUBLIC AND PRIVATE PARTNERSHIPS

- Continue to pursue and work with the State of Michigan on grants
- Cooperation between all downtown groups: Chamber, Main Street, Theatre, Farmers Market, Art Center, Amphitheater, Steam Railroad Institute, Owosso Historic Commission, Historic District Commission
- Support and promote arts & culture, in partnership with Shiawassee Arts Council, Lebowsky Center for the Performing Arts, Owosso Public School District, and others.

ZONING RECOMMENDATIONS

DOWNTOWN ZONING DISTRICT

- Commercial entryways locations
- Build-to line and maximum setback of 10 feet
- New buildings downtown must be built to complement nearby historic buildings and allowable building materials
- Ground floor transparency required
- Minimum building height of two stories for the center city district, the original 9-block core area
- Horizontal breaks in material to distinguish floors

BENEFITS OF A FORM BASED CODE

- Emphasizes the form and context of a district and promotes a more flexible mixture of uses
- Supports the recent trends in vibrant, walkable communities or “placemaking” – greater focus on buildings’ relation to the public realm
- Proactive approach to zoning to embed the community’s vision for character and place types

DOWNTOWN PARKING REGULATIONS

- Driveway access shall be restricted to certain blocks, parking lot locations shall be restricted to certain locations on parcels (not adjacent to Main Street)
- Interior landscaping is required for parking lots with over 40 parking spaces
- Private parking will be permitted under special use permit
- A maximum limit shall be placed on private parking; otherwise, no parking spaces are required for uses other than residential and institutional
- Parking lots must be located behind or to the side of buildings to reduce the visual impact of parked cars

DOWNTOWN USES

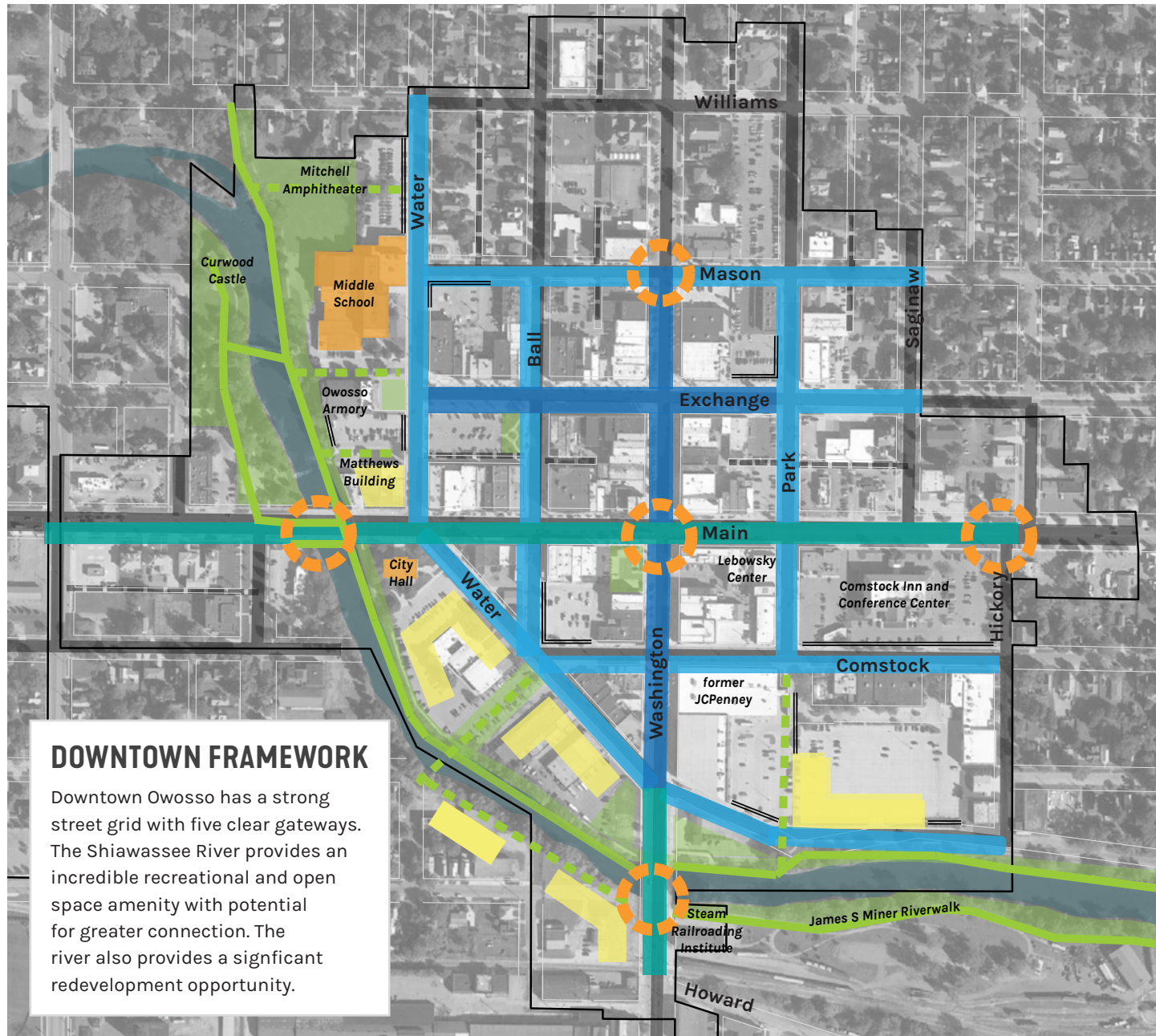
- Ordinances that regulate sidewalk cafes and food trucks
- Continue to review the residential parking requirements for downtown to determine if there are changes needed as additional residential units are developed



DESIGN STRATEGIES FOR DOWNTOWN

Important design strategies include the following:

- Continuous street edge with multistory buildings and well-articulated facades
- New development complementary to existing building forms and materials
- Retain and maintain older structures, especially historic facades
- Welcoming storefronts with active window displays and outdoor seating
- Pedestrian-scale design elements like awnings, projecting blade signs, landscaping, and lighting
- Well-screened service areas: waste receptacles, delivery areas, mechanical equipment, and utilities
- Landscaped parking areas with well-defined pedestrian-ways and screening from sidewalks



DOWNTOWN FRAMEWORK

Downtown Owosso has a strong street grid with five clear gateways. The Shiawassee River provides an incredible recreational and open space amenity with potential for greater connection. The river also provides a significant redevelopment opportunity.

LEGEND

- Proposed Rehab/Adaptive Use
- Proposed Redevelopment/Infill
- Existing/Proposed Open Space
- Proposed Gateways
- Existing Riverfront Trail
- Proposed Trail Connections
- Parking Lot Improvements
- Main St Improvements
- Washington/Exchange St Improvements
- Side Street Improvements

MAIN STREET POTENTIAL FUTURE VISION

- Consider long-term potential to reduce road to three lanes in downtown core to allow for safer bike traffic
- Manage vehicular speeds to levels appropriate for downtowns
- Widen walks for outdoor dining, and commercial use
- Provide additional landscape, lighting, and healthy trees to enhance pedestrian safety and sense of place
- Maintain on street parking



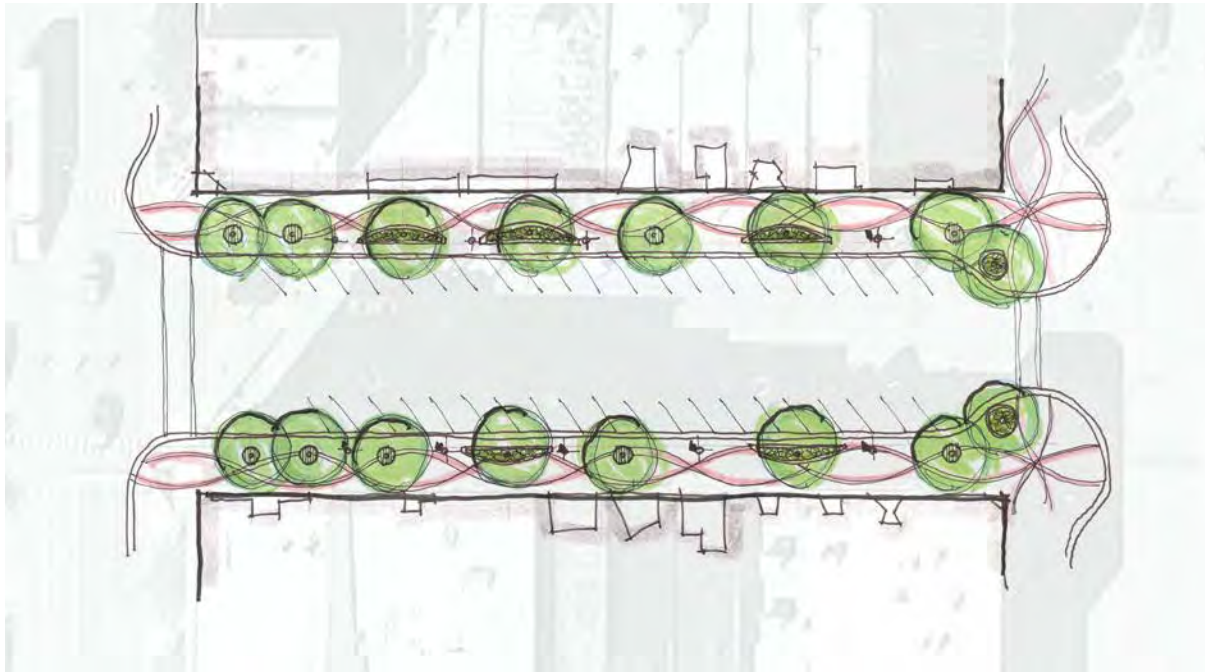
Main St looking west

DOWNTOWN PROJECTS

- Continue the historic preservation program for downtown's historic structures
- Gateways at M-21 Bridge, Main St/Washington St, Main St/Hickory St, Washington St/Mason St, and Washington St Bridge
- Enhance and expand existing riverwalk and increase connections between Downtown and the river and Curwood Castle Park
- Reconnect street grid or at minimum create pedestrian connection between Water St and Comstock St.
- Main St is a primary shopping street. Improvements should focus on pedestrian scale and character.
- Washington St and Exchange St are primary shopping streets. Improved in 2010. Update per detail on p 62.
- Improvements for secondary streets include limit lane widths, plant trees, install lights, and additional on-street parking.
- Refocus existing plaza at Main St and Washington St
- Install landscape buffer and decorative fence detail along parking lots.
- Activate the alleys in downtown as gathering spaces, art exhibits, events, etc.

DOWNTOWN PROJECTS

TYPICAL WASHINGTON STREET BLOCK



WASHINGTON AND EXCHANGE STREET

EXISTING CONDITIONS

- Wide sidewalks, ample parking, and paving and lights provide opportunity for successful use and commercial value.
- Tree species used has limited size and lifespan. Small crown does not create a shaded environment and are undersized for scale of street.
- Gaps between trees appear stark, and are not conducive to commercial sidewalk use.
- Planters constructed of pre-cast wall units are prone to damage over long term

PROPOSED IMPROVEMENTS

- Remove pre-cast wall unit planters.
- Install additional trees in large grates or low curbed planters, with adequate soil treatment.
- Install larger open planters with low curbs, allowing for use of flowers and/or ornamental grasses (with more limited maintenance needs)
- Consider new parking bump-outs at block ends to reduce pedestrian crossing distance.
- Plant larger scaled urban tolerant trees to provide shade and pedestrian character.
- If bricks continue to cause maintenance issues, consider replacing with integrally colored, poured concrete band.



GATEWAYS

GATEWAYS AT M-21 BRIDGE, MAIN ST/ WASHINGTON ST, MAIN ST/HICKORY ST, WASHINGTON ST/MASON ST, AND WASHINGTON ST BRIDGE.

Successful downtowns create a distinctive character and environment from other parts of the community. One way to celebrate the downtown and denote it as special place is to provide visual markers at the gateways into downtown, which could be a key intersection, a bridge over a river, or a place along the street where the architecture changes from suburban to downtown.

Gateway treatments can vary, but often include banner poles and lights, enhanced signage and landscaping, pedestrian bump-outs, and even overhead structures.

Per gateway intersection, project costs can range from \$55,000 for a modest treatment of two corners without a bump-out, up to \$425,000 for a more ambitious treatment with corner bump-outs.



RIVERWALK

ENHANCE AND EXPAND EXISTING RIVERWALK AND INCREASE CONNECTIONS BETWEEN DOWNTOWN AND THE SHIAWASSEE RIVER

The Downtown Plan identifies a number of key pedestrian and non-motorized connections that would improve access to, and within, downtown, as well as connect to the existing riverfront, pathways, and Curwood Castle Park. This work may include paved pedestrian paths, landscaping, lighting, boardwalks, pedestrian bridges, and removal of existing improvements.

Typical costs for a pedestrian path are between \$650 and \$1,100 per linear foot of path. Repaving an existing path would cost about \$125 per linear foot. Boardwalks along the river with railing and lighting will range in cost between \$1,450 and \$2,400 per linear foot, depending on the width and complexity of the structure.

Pedestrian bridges can vary in cost depending on whether the bridge is custom designed, or a factory fabricated catalogue item. On the average, pedestrian bridges range from \$250,000 to \$350,000.



PEDESTRIAN CONNECTIONS

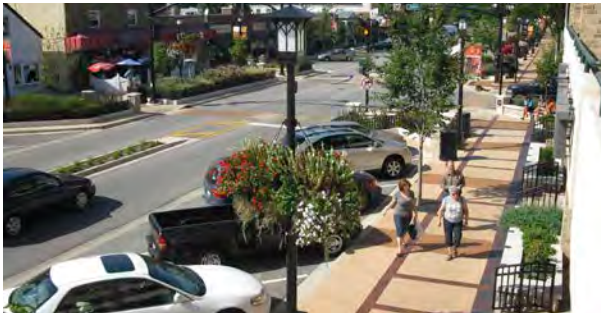
RECONNECT STREET GRID OR AT MINIMUM CREATE PEDESTRIAN CONNECTION BETWEEN WATER ST AND COMSTOCK ST. VIA THE PARK ST RIGHT OF WAY.

Disrupting the vehicular and pedestrian connectivity of a downtown street grid is, in some circumstances, detrimental to the commercial vitality of downtown, and frustrating to visitors that appreciate legible connections from parking to shops, or from downtown to a natural amenity such as a river.

In this light the Downtown Plan recommends improving the connection from Water St. to Comstock St. along the former Park St. alignment.

For estimation purposes, and to be consistent with the illustrated downtown plan, we are assuming this would be a pedestrian path, and implemented in conjunction with the redevelopment of the large public parking lot.

Costs would be similar to those described for pedestrian paths, and be in the range of \$292,500 to \$495,000 assuming a length of 450 feet.



MAIN STREET

REINFORCING MAIN ST AS A PRIMARY SHOPPING STREET.

Main Street is a MDOT right of way and is five lanes of traffic. Sidewalks are wide enough for limited pedestrian traffic, but not enough to support outdoor dining. The walks are functional, but the streetscape and walk are beginning to appear worn and unkempt. The existing traffic lanes are at minimally accepted widths, so reducing lane widths in order to gain pedestrian space is not feasible. According to traffic data available, the corridor may be a candidate for a traffic diet, subject to further study and analysis. The Downtown Plan recommends improvements that focus on increasing pedestrian scale and character.

Based on the perspective sketch provided with this plan, improvements would include reducing the width of the street, increasing sidewalks, and installing lights, landscape planters, stormwater modifications, street trees, street furnishings, and related improvements. If a street diet is not feasible, the bump-outs should be lengthened to increase pedestrian safety, provide space for outdoor dining, and humanize the scale of the street.



Costs for a significant road reconfiguration typically range from \$3,200 to \$5,400 per linear foot of roadway, not including sanitary sewer, water system, and telecommunication network upgrades. For a project of this scope, coordination and partnering with the Michigan Department of Transportation is essential for further planning, design, engineering, funding, and implementation.

WASHINGTON AND EXCHANGE STREET

WASHINGTON ST AND EXCHANGE ST ARE PRIMARY SHOPPING STREETS.

These streetscapes were improved in 2010 and have been an attractive addition to the downtown environment. As the project has matured there is an opportunity to fine tune the design to meet the needs of downtown visitors and businesses based on best practices. As illustrated in this plan, such improvements could include reconfiguration of the planters and landscape, installation of additional trees, and addition of key pedestrian bump-outs.

The costs for improving a typical block in this area will range from \$150,000 to \$250,000, including both sides of the street on a typical 290 foot long block.



SECONDARY STREETS

IMPROVEMENTS FOR SECONDARY STREETS INCLUDE LIMITING LANE WIDTHS, PLANTING TREES, INSTALLING LIGHTS, AND, WHERE FEASIBLE, ADDING ON-STREET PARKING.

Existing secondary streets in the downtown typically have wider vehicular lanes that are required for safe travel and access. Over time, as these streets are reconstructed due to their condition, we recommend that that the vehicular lane widths are reduced and sidewalks widened to improve pedestrian comfort and access, create space for commercial use of the walks and the installation of amenities such as street trees and lighting. In many communities the cost of such maintenance and reconstruction is shared between the city and the downtown development authority, and these funding sources are supported by grants through MDOT, and other state agencies.



DOWNTOWN PLAZAS

REFOCUS EXISTING PLAZA AT MAIN ST AND WASHINGTON ST

While the combination of parking and plaza uses can be beneficial to local businesses and support community events, the use of the primary corner in downtown for parking is not the highest and best use of public property, particularly when there is a number of on-street and off-street public parking facilities in the area. The Downtown Plan recommends repurposing the site for full time use as an open space, allowing for additional landscape enhancements, encouraging more programed and informal use of the space, and incentivizing adjacent development.

Typical urban pocket parks include lighting, overhead trellis/stage/roofed structures, trees and landscaping, site furnishings, and related amenities. Costs for such spaces typically ranges from \$55 to \$95 per square foot, which in the case of the Owosso site would translate to a cost of about \$550,000 and \$950,000.



PARKING LOT TREATMENTS

INSTALL LANDSCAPE BUFFER AND DECORATIVE FENCE DETAIL ALONG PARKING LOTS.

Parking lots that are directly adjacent to pedestrian sidewalks detract from the visual quality of a downtown, limit space for snow storage in the winter, and appear inhospitable to pedestrians. The Downtown Plan recommends that as parking lots are improved and reconstructed a landscape buffer is installed that may include removal of pavement, storm water modifications and best practices, landscaping, fences or walls, pedestrian access ways, and parking lot signage.

Such improvements can range from \$375 to \$625 per linear foot of street frontage, not including repaving of the lots. For a typical lot on downtown Owosso, this cost would range from \$92,750 to \$156,250, based on an average lot frontage of 250 linear feet.



FARMERS MARKET

INSTALL PERMANENT FARMERS MARKET

The Downtown Owosso Farmers Market strives to promote a strong local economy, support our downtown businesses, celebrate our talented and diverse community and foster a social gathering place where relationships are built and our community grows together!

The market runs on Saturdays from May through October and takes place on Exchange Street. The is an importantly to transform one of the Downtown parking lots into a permanent Farmers Market location.

Permanent farmers' market structures serve as sources of community and economic development. The markets create reliable sources of vendor income. In addition, the economic benefits extend to the surrounding business community creating a shared customer base for local shops.

The cost of construction for a pavilion-style farmers market structure in Downtown Owosso could range from \$250,000 to \$500,000.

WASHINGTON STREET BRIDGE

WATER STREET TO THE RAILROAD



EXISTING CONDITIONS

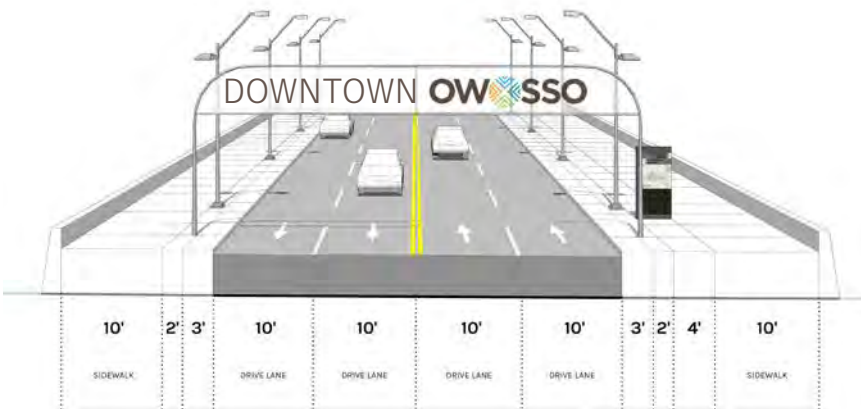
- 99-foot ROW
- Annual Average Daily Trips (2019): 6,726
- 4-lane with on-street parking

CHALLENGE

- The S Washington Street bridge is the southern gateway in Downtown Owosso but it does not provide a sense of arrival. It functions as a connector between existing riverwalk sections however the sidewalk is too narrow to function adequately as a non-motorized path. The bridge offers a unique gateway opportunity.

RECOMMENDATIONS

- Reduce the width of travel lanes to 10'
- Improve pedestrian zone, particularly on the east side of the bridge to provide riverwalk connection
- Replace light fixtures
- Replace railing
- Gateway element such as an arch or banners



Note: Federal Highway Administration advises that roadways with Average Daily Traffic (ADT) of approximately 20,000 vehicles per day or less may be good candidates for a road diet.

CHAPTER 5

FUTURE LAND USE



FUTURE LAND USE

The Future Land Use plan and map depicts the preferred, generalized composition of future land uses for the City of Owosso. The Future Land Use plan is the general framework upon which land use and policy decisions for the city will be guided for the next 25 years.

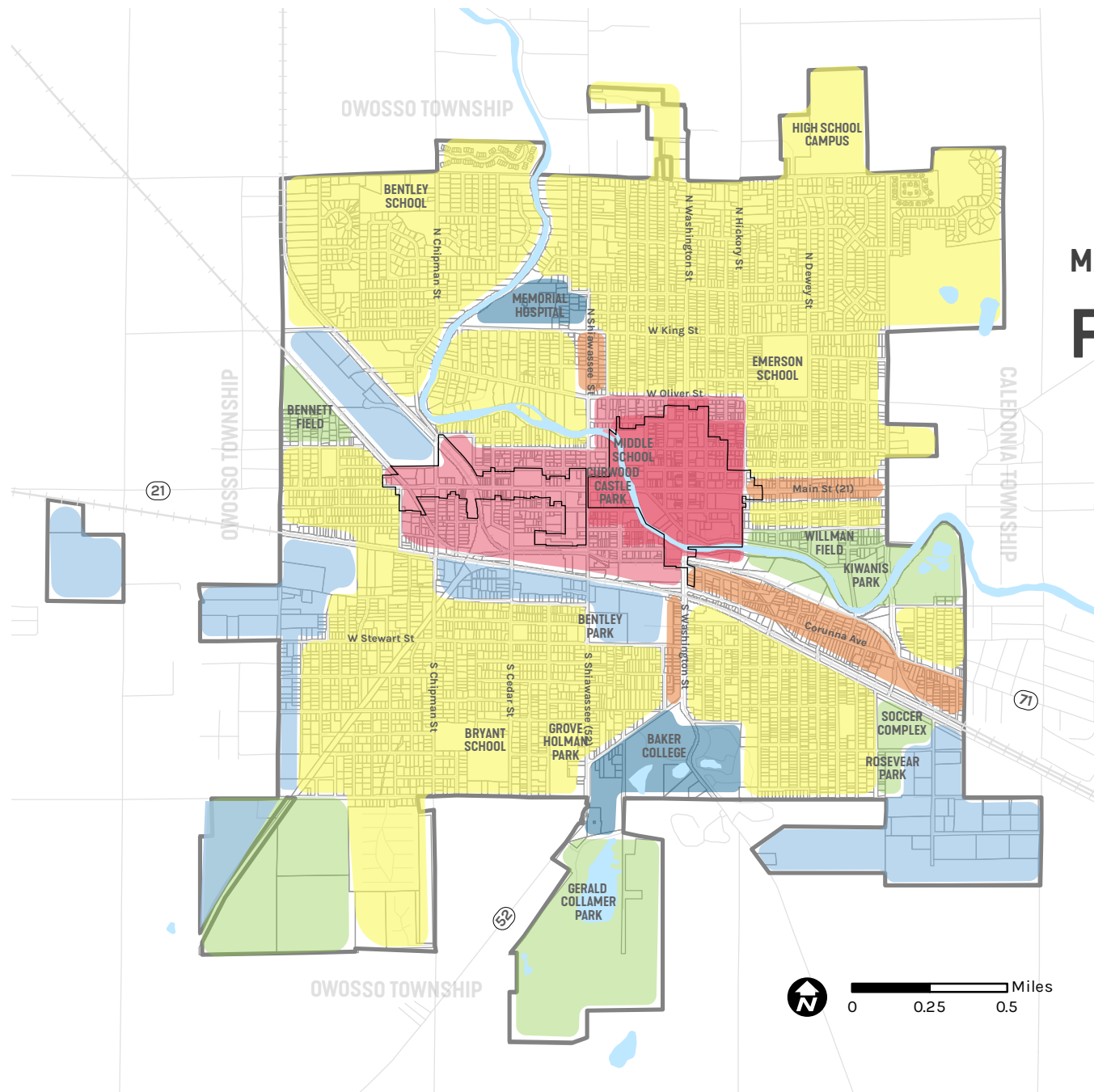
The Future Land Use plan was developed after careful consideration of the city's priorities and several dynamic factors, including existing land use, redevelopment opportunities, community services, and future growth.

The Future Land Use map is the generalized long-term vision. Zoning is the key mechanism for achieving the desired land use pattern and quality of development advocated in the plan. The Zoning Plan shows the relationship between the future land use categories and the regulatory zoning districts.

PLACE TYPES

The following place types are intended to guide future land use and character decisionmaking, particularly in applying the zoning ordinance. See previous chapters where opportunities and strategies by place type are outlined in more detail.

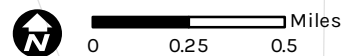
PLACE TYPES	Neighborhoods	Centers	Corridors	Districts - Campus	Districts - Industrial	Open Space
Residential Uses						
Detached single-family home						
Attached single-family						
Multi-family building						
Mixed-use						
Commercial Uses						
Retail sales/services						
Office						
Lodging						
Mixed-use						
Industrial Uses						
Warehouse						
Maker Space						
Light Production facilities (w/retail)						
Research and Development						
Manufacturing						
Logistics						
Institutional Uses						
School						
Church						
Municipal Building						
Hospital/Clinic						
College						
Open Space Uses						
Neighborhood Park/Playground						
Community Park						
Plaza						
Natural Area/Stormwater Mgmt						



MAP #

FUTURE LAND USE

- Neighborhoods
- Centers
- Corridors
- Districts
- Open Space



FUTURE LAND USE

NEIGHBORHOODS

Intent. Neighborhoods are where homes are clustered together along with other small-scale uses that serve the people that live there.

Description. The City's neighborhoods are generally located in four quadrants surrounding the mixed use center. There are a few smaller neighborhood islands separated by Shiawassee River, the railroad, or corridors. Each of the neighborhoods in Owosso has its own character, influenced by the size, age, and architecture of the buildings, the density of homes, the layout of the streets, as well as the access to parks and public spaces.

Appropriate Uses. Neighborhoods can include a variety of housing types, along with other uses such as schools, churches, parks, and small-scale businesses. Non-single-family uses like multiple-family residential, small-scale businesses, or institutional uses are most applicable along collector and arterial streets and as a buffer between single-family and more intense uses.

Building and Site Design. Neighborhoods are walkable, pedestrian-scale environments. Mature trees should be preserved and landscaping

should be incorporated as a buffer between land uses. Additions and new construction should be compatible with the scale, height, massing, and setbacks of existing buildings. Stoops and porches are encouraged and garages and parking areas should be placed behind the front building line when possible. Ideally, the old historic homes near downtown should be preserved as single-family. The converse of single-family to multi-family should not be immediately obvious by utilizing shared entrances and screening parking areas.

Compatible Zoning Districts. R-1, R-2, R-T, RM-1, RM-2, MPH, B-1

CENTERS

Intent. Centers are the heart beats of the City – the places where people walk, gather, shop, and meet.

Description. In Owosso the centers include the historic Downtown Owosso and the Westown business district. Each area has a distinct character, but they are similar in that they were developed with a mix of uses in mind. Residences and businesses are integrated by streets and sidewalks. Downtown is planned to be more intense than Westown, but both areas

are characterized by walkable active first floor uses fronting the street, limited parking lots facing the street, employment uses, and nearby residential neighborhoods.

Appropriate Uses. Centers are higher density areas and incorporate horizontal and vertical mix of uses. Residential uses include multi-family buildings and upper story residential within mixed use buildings. Commercial uses include retail sales/services, office, lodging, and general mixed-use. Industrial uses include maker space and light production facilities with a retail storefront. Other appropriate uses include municipal buildings, plazas, and public parking areas.

Building and Site Design. Centers are pedestrian-oriented environments where people are encouraged to linger in the public realm enjoying the shops, events, outdoor dining, and other social and civic activities. Building massing, fenestration, storefronts, and overhangs should activate the street. Signage and lighting should be pedestrian-oriented and integrated with the building design. Parking is generally provided off-site.

Compatible Zoning Districts. RM-1, RM-2, OS-1, B-3, B-4, PUD

CORRIDORS

Intent. Corridors are the streets that connect the City together, and sometimes divide it. They are the arteries of transportation into, around and through the City and are home to most of the commercial areas.

Description. Historic Corridors connect the centers of the City with other corridors and the surrounding neighborhoods. The City has four primary corridors: Main St (M-21) east of downtown, Corunne Ave between downtown and the city limits, S. Washington Ave south of downtown to Baker College, and N. Shiawassee St between downtown and the hospital.

Appropriate Uses. They are dominated by large, historic homes now used in a variety of ways – office, retail, bed and breakfast and residences (single and multi-family). A mixture of uses are appropriate along these corridors. Local business and small-scale maker space should accompany attached residential development for prioritized redevelopment. Appropriate residential uses include attached single-family, multi-family, and upper story residential in a mixed use building. Appropriate commercial uses include retail sales/services and office. Industrial uses include

light production facilities with retail storefront and research and development. Institutional uses include schools, churches, and municipal buildings.

Building and Site Design. Emphasis should be on improving the site and building design to create visually appealing entrances into the heart of the city. Limiting the numbers of driveways, drive-thrus, and front yard parking will help transition these corridors into more walkable, vibrant mixed-use areas.

Compatible Zoning Districts. RM-1, RM-2, OS-1

DISTRICTS

Intent. Districts are parts of the city dedicated to a single type of activity, such as employment centers or educational campuses. Some districts encompass challenging sites and require more detailed study to inform future regulation. Districts are different from the corridors, centers and neighborhoods in that they generally do not involve a mixture of uses.

Description. There are several areas planned as Districts scattered throughout the city. These areas are generally along the edge of the

Appropriate Uses. The challenge for regulating any district is to ensure that they serve their intended purpose without compromising the quality of life in the surrounding areas. The City must assure that workers, products and visitors can reach their destinations easily and safely. The districts are sub-categorized into two sub-groups – campuses and industrial. The character of each is dependent upon their use and the impacts of both on their neighborhoods should be mitigated. Campuses are intended for educational and medical uses. Industrial districts are expected to continue to accommodate traditional industrial uses like warehouses, manufacturing, and logistics, but should be open to future transition into more campus-like business park settings with improved site and building design.

Building and Site Design. Districts are typically large areas with like uses. Emphasis should be on buffering between neighborhoods.

Compatible Zoning Districts. OS-1, I-1, I-2, PUD

OPEN SPACE

Intent. The final framework element is open space. Open space is an important contributor to quality of life and enhances all the other elements, particularly neighborhoods, centers and districts.

Description. This includes large natural areas, neighborhood parks, and non-motorized trail systems.

Appropriate Uses. These areas are intended to remain as parks and open space to provide opportunities for recreation, preservation, and flood mitigation.

Building and Site Design. Best practices for stormwater.

Compatible Zoning Districts. C-OS, PUD

INFRASTRUCTURE AND PUBLIC FACILITIES/SERVICES.

Owosso provides universal public water and sewer access within its jurisdiction. Utilities are generally sized to meet the current and potential transmission and pressure demands, and there is excess capacity for treatment of water and sewer.

LAND USE PATTERNS IN THE REGION.

Land use patterns for the surrounding areas of Shiawassee County were considered to ensure that the future land use plan is compatible with and compliment those patterns. In general, much of the county development is centered in the Mid-County area. Most development is within the cities of Owosso and Corunna, with some additional and intense development on M-21 in Caledonia Township (commercial) and in the Owosso Township industrial park to the west. Most of the other developed land is on or near the state highways, in close proximity to Owosso. Outside of the currently developed areas, agricultural uses and extremely low residential uses dominate. Residential uses are primarily limited to land division act, large lot homesteads. The agricultural land around the city is very productive and has observed increases in value in recent years. Water and sewer utilities are limited to the urbanized areas.



CHAPTER 6

IMPLEMENTATION

IMPLEMENTATION

The Master Plan is intended to serve as a guide for land use and redevelopment of the city for the next 25 years. Goals, objectives, and actions noted throughout the Plan should be carefully considered during decisions on rezonings, zoning text amendments, other regulations, capital investments for improvements to streets, “complete streets” bikeways/ walkways, utilities, public facilities, land acquisition, and development proposals. Recommendations in this Plan apply to both public land (parks, sites, and right-of-way) and guidance for development and redevelopment of privately-owned property.

Some Plan recommendations may involve the need for changes to land use regulations and/ or potential new programs. Others may involve partnerships with other municipalities, agencies, organizations, or groups. Since the Plan is a long-range guide, refinements or additional studies may also be appropriate in the future to reflect new information, respond to unanticipated factors or to address changes in city policies.

To that end, this chapter provides a summary of the recommendations described in the previous sections of the plan. It also acts as a quick reference for the city staff, planning commission, and the city council to evaluate its progress toward implementation of the Plan.

Tools to implement the Master Plan generally fall into six categories and some strategies may include more than one:

1. Land use regulations
2. Capital improvement programs, such as streets, city buildings, or other major purchases
3. Property acquisition programs
4. Special Funding Programs (CDBG for example)
5. Programs or additional studies
6. Partnerships, such as working with other organizations on planning, education, funding, or delivery of cost-efficient services.

Each tool has a different purpose toward Plan implementation and may suggest specific immediate changes, long-term policies and others involve ongoing activities.

IMPLEMENTATION TOOLS

1. LAND USE REGULATIONS

The primary tool for Plan implementation, which includes the Zoning Ordinance and other land use regulations, is summarized below. The city also has several other codes and ordinances to ensure that activities remain compatible with the surrounding area, such as noise, blight and nuisance ordinances.

ZONING REGULATIONS

Zoning regulations control the intensity and arrangement of land development through standards on lot size or units per acre, setbacks from property lines, building dimensions and similar minimum requirements. Various site design elements discussed in this Plan are also regulated through site plan review and address landscaping, lighting, driveways, parking and circulation, pedestrian systems and signs. Zoning can also be used to help assure performance in the protection of environmentally sensitive areas such as floodplains, state regulated wetlands, woodlands and wellhead areas.

ZONING MAP

Over time, changes to the zoning map should become more consistent with the land use pattern identified on the Future Land Use Map. In some cases, the city may wish to initiate certain rezonings as part of an overall zoning map amendment. Other changes to the zoning map can be made in response to requests by landowners or developers. In those cases, city officials will need to determine if the time is proper for a change. It is important that the future land use plan be understood as a long-range blueprint: Implementation is expected, but gradually in response to needs, conditions and availability of infrastructure. The Zoning Plan section of this chapter outlines how the Future Land Use Plan relates to current zoning. The Zoning Recommendations later in this chapter contain rezoning guidelines.

SUBDIVISION, LAND DIVISION AND CONDOMINIUM REGULATIONS

Subdivision, land division and condominium regulations control the manner in which property is subdivided in the city and the public improvements required to support the development. The distinctions are not always apparent once a project is built, but the approval procedures are different due to separate state statutes that govern these types of land development approaches in Michigan.

PUBLIC INFRASTRUCTURE STANDARDS

Public infrastructure refers to the basic facilities and services needed for the functioning of the city such as city streets, water, sanitary sewer, storm sewer, among others. Standards to ensure consistency and uniformity have been adopted so that each facility is designed and constructed to support existing and future development.

2. CAPITAL IMPROVEMENT PLAN (CIP)

The Capital Improvement Plan (CIP) serves as the city's multi-year planning instrument used to identify needs and financing sources for public infrastructure improvements. The City of Owosso recently completed an annual 6-year CIP that contains recommended capital projects, timing, estimated costs and funding for public infrastructure (streets, bikeways, sidewalks, sanitary sewers, waterlines, storm sewers and drainage) and community facilities (public buildings, fire, police and parks). Capital projects identified help support and promote desired development, and to meet the needs of residents and businesses in the city. The number of projects and project timing are influenced by several factors, in particular, the cost, need for environmental clearance or approval by other agencies, and funds available.

The CIP process precedes the budget process and is used by City Council when developing the annual budget. Recommending approval of the CIP by the Planning Commission does not mean that they grant final approval of all projects contained within the plan. Rather by recommending approval of the CIP, the Planning Commission acknowledges that these projects

represent a reasonable interpretation of the upcoming needs for the community and that projects contained in the first year of the plan are suitable for inclusion in the upcoming budget, if funding is available.

Capital Improvement Review Committee includes the city manager, city clerk, finance director, director of public services, director of public safety, DDA director, parks and recreation director, Main Street manager, human resources director, and IT director.

3. PROPERTY ACQUISITION PROGRAMS

Like all municipalities, the City of Owosso has the authority to acquire private property for a public purpose. This may include outright purchase acceptance of land donated by another party or acquisition through eminent domain. In addition to the ability to acquire private property for public infrastructure or facilities such as roads, sewers, public buildings and parks, the city may acquire private property to facilitate redevelopment and to eliminate nonconforming uses or structures.

Property acquisition is also an important tool in implementing development projects,

particularly for site development and redevelopment. By purchasing property in an area identified for new development, the DDA or the city will have an added tool to attract developers and build the desired project. For example, to develop new housing, the DDA or city can acquire several of the vacant lots and can contribute them to the project. This will provide an incentive to lower the cost, and minimize the risk, for the developer. Should the first phase be successful, the developer will more than likely undertake construction of additional units without any form of subsidy. The goal is to use tax increment financing to attract developers by minimizing risk, leverage private investment and eventually eliminate the need for financial assistance.

4. FUNDING PROGRAMS

Some of the recommendations may be funded locally, some through outside funds, and many through a combination. The city monitors new federal and state funding programs that may be available to assist in implementation. In addition, foundations and other organizations may provide contributions.

BUSINESS IMPROVEMENT DISTRICT (BID) OR PRINCIPAL SHOPPING DISTRICT (PSD)

The city can establish a Business Improvement District (BID) or a Principal Shopping District (PSD) to promote economic development in the Downtown or Westown area. A BID/PSD allows a municipality to collect revenues, levy special assessments and issue bonds in order to address the maintenance, security, and operation of that district. The BID/PSD may also undertake the promotion of economic development in the district. Projects may also be financed by grants and gifts.

TAX INCREMENT FINANCING (TIF)

In addition to traditional sources, the city can raise revenues within a specific geographic area for specific purposes, or to capture the new increment of tax revenues in a specific geographic area for specific purposes. The City of Owosso has the following authorities:

- **Downtown Development Authority (DDA).** The DDA/OMS is funded primarily through a TIF mechanism which has been in place since 1984. The city's latest TIF plan amendment occurred in 2003 and plans through 2024.

- **Corridor Improvement Authority (CIA).** Westown has an established CIA. The group but does not have a dedicated source of income and has no formal plan.

OPPORTUNITY ZONES

Opportunity Zones are a new concept recently enacted in the 2017 Tax Cuts and Jobs Act. The program is designed to incentivize patient capital investments in low-income communities nationwide that have been cut off from capital and experienced a lack of business growth. There are three types of tax incentives that relate to the treatment of capital gains, each of the incentives are connected to the longevity of an investor's stake in a qualified Opportunity Fund that provides the most upside to those who hold their investment for 10 years or more.

TRANSPORTATION ALTERNATIVES PROGRAM (TAP)

The Michigan Department of Transportation (MDOT) administers the federal Transportation Alternatives Program (TAP) in Michigan, where regional trail connections and safe routes to school are among the highest priorities for funding. TAP is a competitive grant program that uses federal transportation funds designated

by Congress for specific activities that enhance the intermodal transportation system and provide safe alternative transportation options. Projects are selected on a competitive basis for funding in a future fiscal year. Competitiveness is primarily established by project concept and project constructability.

- **Project Concept** - Two types of highly competitive concepts are projects that develop/connect regional trails and projects that make walking/biking routes to school safer.
- **Project Constructability** - Applications are reviewed by a team of technical experts to gauge the ability of the proposed projects to be constructed using all current federal and state standards, constructed on time, and constructed on budget.
- The items that typically are most important for this review are:
 - High level of positive public involvement
 - Reasonable cost estimate (based on similar recent federal aid projects)
 - Industry design standards used without exceptions

- Demonstrated high likelihood of all permits to be secured
- Demonstrated high level of coordination with all necessary agencies

5. OTHER PROGRAMS

A variety of housing, economic development, informational and other programs may be used by the City to assist with implementation of recommendations in this Plan. Many of these are through state programs as identified in the preceding chapters such as the following:

- Michigan State Housing Development Authority (MSHDA)
- MSHDA MiPlace
- Michigan Economic Development Corporation (MEDC)
- Michigan Community Revitalization Program (MCRP)
- MEDC Redevelopment Ready Communities
- Michigan Department of Transportation (MDOT) and Complete Streets Coalition
- Michigan Department of Natural Resources (MDNR)

- Housing and Urban Development (HUD) Community Development Block Grants (CDBG)

6. PARTNERSHIPS

While the city can coordinate many of the plan's implementation tasks, responsibility should not solely rest on the government. Instead, the vast array of stakeholders having key roles in either the city or region should all participate. Partnerships with the public and private sector, including Owosso Schools, Shiawassee Economic Development Partnership, Owosso Main Street (and Michigan Main Street), Shiawassee Regional Chamber of Commerce, regional recreation and tourism organizations, the nearby higher education institutions (Baker College), neighboring municipalities, local businesses, and large land owners will also lead to success implementing the plan's initiatives.

Partnerships may range from sharing information to funding and shared promotions or services. The spirit of cooperation through alliances and partnerships will be sustained to benefit everyone in the region. City government cannot and should not do it all. Only through public/private collaboration can the plan's vision be realized.

ZONING PLAN

Zoning is a key mechanism for achieving the desired land use pattern and quality of development advocated in the plan. This section provides a useful guide relative to the inconsistencies between current zoning patterns and proposed future land use designations.

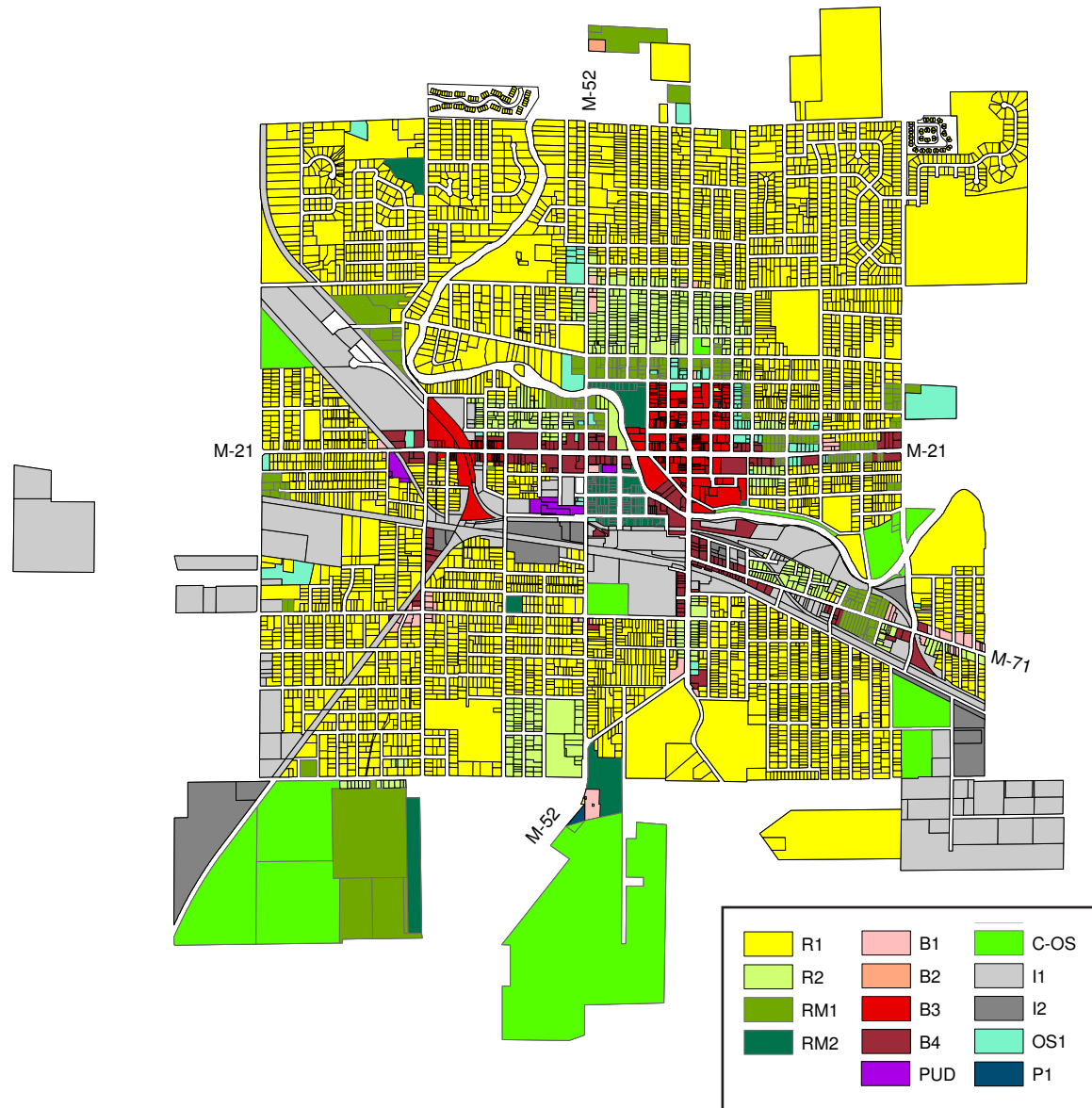
The plan categories correspond to zoning districts, but there is some generalization. The following table provides a zoning plan indicating how the future land use categories in this Master Plan relate to the zoning districts in the zoning ordinance. In certain instances, more than one zoning district may be applicable to a future land use category.

ZONING DISTRICTS	Neighborhoods	Centers	Corridors	Districts - Campus	Districts - Industrial	Open Space
R-1, One-Family Residential						
R-2, Two-Family Residential						
R-T, Attached One-Family Residential						
RM-1, Multiple Family Residential						
RM-2, Multiple Family Residential - High Rise						
MPH, Manufactured Home Park						
OS-1, Office Service						
B-1, Local Business						
B-2, Planned Shopping Center	Eliminate					
B-3, Central Business District						
B-4, Business District						
I-1, Light Industrial						
I-2, General Industrial						
P-1, Vehicular Parking	Eliminate					
C-OS, Conservation/Open Space						
PUD, Planned Unit Development						

ZONING RECOMMENDATIONS

Because the Future Land Use Plan is a long-range vision of how land uses should evolve over time, it should not be confused with the City's zoning map, which is a current (short-term) mechanism for regulating development. Therefore, not all properties should be immediately rezoned to correspond with the plan. The Future Land Use Plan is intended to serve as a guide for land use decisions over a longer period (10-20 years).

In addition, the Future Land Use map is generalized. Zoning changes in accordance with the plan should be made gradually and strategically so that change can be managed. The Future Land Use map as well as the plan's goals and strategies should be consulted to judge the merits of a rezoning request.



As one of the primary tools to implement this plan, the zoning ordinance and accompanying map should be amended to align the strategies in this plan with the zoning districts and administrative procedures. The recommendations below should be taken into consideration with a more comprehensive audit of the ordinance during the amendment process.

RRC REPORT OF FINDINGS RECOMMENDATIONS (2017)

As part of the RRC-certification process, the city should undertake a comprehensive review of the zoning ordinance and ensure it aligns with the master plan goals. The following recommendations were included in RRC's report of findings from August 2017.

- Incorporate placemaking elements in the ordinance
- Consider a form-based code for downtown
- Consider if additional ordinance provisions are needed for the preservation of sensitive historic and environmental features

- Provide development standards to encourage sustainable infrastructure such as rain gardens, bioswales, green roofs, pervious pavement, parking lot landscaping, and preservation of native vegetation/trees
- Provide standards for elements that enhance non-motorized transportation
- Formulate policy or ordinance to compel completion of sidewalk network
- Incorporate additional flexible parking standards in the ordinance
- Review ordinance definitions and update as needed
- Refresh the zoning ordinance graphics to ensure readability and understanding

DDA/OMS DOWNTOWN RECOMMENDATIONS (2019)

During a January 2019 strategic planning session, the following recommendations were identified by the DDA/Owosso Main Street.

DOWNTOWN DISTRICT SHOULD PROVIDE FOR:

- Commercial entryways locations
- Zero setbacks and maximum setback of 10 feet
- New buildings downtown must be built to complement nearby historic buildings and allowable building materials
- Ground floor transparency required
- Minimum building height of two stories for the center city district, the original 9-block core area
- Horizontal breaks in material to distinguish floors

DOWNTOWN PARKING REGULATIONS SHOULD PROVIDE FOR:

- Driveway access should be restricted to certain blocks, parking lot locations shall be restricted to certain locations on parcels (not adjacent to Main Street)
- Interior landscaping is required for parking lots with over 40 parking spaces
- Private parking will be permitted under special use permit
- A maximum limit shall be placed on private parking; otherwise, no parking spaces are required for uses other than residential and institutional
- Parking lots must be located behind or to the side of buildings to reduce the visual impact of parked cars

OTHER CONSIDERATIONS:

- Ordinances that regulate sidewalk cafes and food trucks
- Continue to review the residential parking requirements for downtown to determine if there are changes needed as additional residential units are developed

ACTION PLAN

The implementation tools outlined above are available and should be used to achieve the goals and objectives of the Master Plan. Comprehensive implementation actions have been developed to organize and apply these tools. Under each topic, specific actions, tools, and a timeframe for implementation are identified. The details of the strategies to implement the Master Plan are specified in the table below.

TIMEFRAME

- Ongoing: annually
- Immediate: 1-3 years
- Short: 4-5 years
- Long: 5-15 years

RESPONSIBLE PARTY

- Manager: City Manager
- CC: City Council
- PC: Planning Commission
- OMS: Owosso Main Street / Downtown Development Authority
- CD: Community Development
- P&R: Parks & Rec Steering Committee
- PW: Public Works
- County: Shiawassee County

TOOL

- Reg: Regulatory
- Policy: Policy/Program
- CIP: Capital Improvement
- Partner: Partnership

EASE OF IMPLEMENTATION

Grade scale of A to F (A being easiest to implement based on anticipated level of effort and cost)

TOPIC

- Administrative
- Development Review Process
- Historic Revitalization + Preservation
- Infrastructure Improvements
- Land Use/Zoning
- Mixed-Use and Infill Development
- Neighborhood Programming
- Neighborhood Connectivity
- Organizations + Recreation
- Redevelopment Process
- Regional Outreach
- Zoning, Placemaking + Design Guidelines

PRIORITY ACTIONS

ZONING AMENDMENTS

- Initiate zoning map amendments to provide for the development of missing middle housing. (Redevelopment Ready sites).
- Establish new setback and site design standards that respect the existing nature of the community and promote developments that are high quality and complementary to the city character.
- Engage in a zoning revision that includes design guidelines and/or elements of a form based code for downtown and Westown.
- Modify zoning to permit a flexible mixture of uses along corridors but with strengthened emphasis on design and character.
- Require landscaping that enhances the development site along the street and within the parking lot.
- Consider zoning changes that encourage or require riparian preservation.

PROCEDURAL CHANGES

- Reorganize fee schedules to factor in administrative costs and update the fee schedule on an annual basis.
- Improve the residential rental inspection program for more regular inspections (2-3 year cycle). Continue to support and staff a code enforcement/ building official and housing manager to oversee rehabilitation programs and code compliance.
- Develop permit checklists for homeowners.
- Develop a documented policy to guide the internal review process including tasks, times, responsible parties, etc.

PROJECTS AND CAPITAL IMPROVEMENTS

- Study the cost and feasibility of potential kayak launch sites along the Shiawassee River.
- Main Street to participate in the City's six-year capital improvements plan on an annual basis.
- Activate the alleys in downtown as gathering spaces, art exhibits, events, etc.

MARKETING & PROMOTIONS

- Create marketing materials to attract developers to Owosso and promote redevelopment sites.
- Encourage home-based businesses, livework space, mixed uses, and flexible commercial spaces to accommodate the new economy worker and business.
- Develop a process to share successes, events, promotions, and development opportunities across partner communication channels.
- Expand and sustain a model of “coopetition” among Downtown Owosso businesses, organizations and attractions.
- Create and deploy a public relations media content calendar.
- Work on telling the story of Owosso - locally, regionally, state-wide, and nationally. Promote successful projects and initiatives.

ADMINISTRATIVE ACTIONS					
#	Actions	Timing	Prime Responsibility	Tool	Ease of Implement.
A.1	Amend the zoning ordinance to address new issues and recommendations detailed in this or an amended master plan.	Ongoing	PC, CC	Reg	B
A.2	Hold an annual joint meeting with city council, planning commission and OMS.	Ongoing	CC, PC, OMS	Partner	A
A.3	Publish an annual report of planning commission activity.	Ongoing	PC	Policy	A
A.4	Review the master plan progress annually and prepare a report for the city council on its implementation. (RRC Best Practice).	Ongoing	PC, CC	Policy	A
A.5	Revise capital improvements program plan annually. Continue to improve the CIP process.	Ongoing	City Staff, PC, CC	Policy	A
A.6	Initiate zoning map amendments to provide for the development of missing middle housing. (Redevelopment Ready sites)	Immediate (1-2 years)	PC, CC	Reg	B
A.7	Reorganize fee schedules to factor in administrative costs and update the fee schedule on an annual basis.	Immediate (1-2 years)	City Staff, PC	Policy	A
A.8	Add definitions for key words to make the zoning ordinance more user-friendly.	Short-term (3-4 years)	PC	Reg	A
A.9	Create an orientation packet for development-related boards and commissions.	Short-term (3-4 years)	City Staff	Policy	B

GOAL 1. PROTECT HEALTH, SAFETY, AND GENERAL WELLBEING OF THE COMMUNITY						
#	Chapt.	Actions	Timing	Prime Responsibility	Tool	Ease of Implement.
1.1	2 Nbhd	Strongly pursue code enforcement on hazardous, unsafe, and ill-kept housing.	Ongoing	CD	Reg	B
1.2	2 Nbhd	Encourage single-family attached housing on vacant and redevelopment sites, particularly as a transition between residential neighborhoods and commercial areas.	Ongoing	CD; Manager; PC	Policy	B
1.3	2 Nbhd	Encourage the adaptive reuse of underutilized buildings such as schools, churches, or former warehouse buildings for multi-family residential.	Ongoing	Manager; PC; CD; OMS	Policy	C
1.4	2 Nbhd	Encourage Brownfield redevelopment, including the utilization of Brownfield TIF for residential development.	Ongoing	Manager; CD; CC	Policy	B
1.5	2 Nbhd	Protect the city's six wellheads and other drainage features.	Ongoing	Manager; PW	CIP	B
1.6	2 Nbhd	Continue to support the Friends of the Shiawassee River in their attempts to protect and enhance the water quality.	Ongoing	CC, Manager, P&R, WWTP Board	Partner	A
1.7	3 EcDev	Continue to hold events to facilitate business support, training, and networking (Social media marketing, small business resources).	Ongoing	Manager; CD; County	Policy	B
1.8	3 EcDev	Encourage nonconforming sites to gradually upgrade and be brought more into conformance with the intent of the zoning ordinance.	Ongoing	PC; CD	Reg	B
1.9	3 EcDev	Encourage sustainable design and aesthetic upgrades that will enhance the use and exchange value of property.	Ongoing	PC; CD	Policy	B
1.10	3 EcDev	Prioritize code enforcement and blight control efforts on Westown, East M-21, South M-52, and M-71.	Ongoing	CD	Reg	B
1.11	3 EcDev	Utilize the Zoning Ordinance to ensure that development will minimize disruption to valuable natural feature areas.	Ongoing	CD; PC	Reg	A
1.12	4 DwtN	Support a strict code enforcement program of downtown commercial, residential, and tenant properties.	Ongoing	CD; OMS	Reg	B

GOAL 1. PROTECT HEALTH, SAFETY, AND GENERAL WELLBEING OF THE COMMUNITY

#	Chapt.	Actions	Timing	Prime Responsibility	Tool	Ease of Implement.
1.13	2 Nbhd	Develop an educational code enforcement program to help connect residents to the resources and tools they need to maintain their homes. Prioritize education and awareness over fines.	Immediate (1-2 years)	CD; Manager	Policy	B
1.14	2 Nbhd	Improve the residential rental inspection program for more regular inspections (2-3 year cycle). Continue to support and staff a code enforcement/ building official and housing manager to oversee rehabilitation programs and code compliance.	Short-term (3-4 years)	CD; Manager	Policy	C
1.15	2 Nbhd	Develop a detailed plan for the Jerome Street corridor that would expand recreational options and eliminate flood risk to homes, potentially by closing the street and actively acquiring such homes.	Immediate (1-2 years)	Manager; PW; PC; CC	Policy	C
1.16	3 EcDev	Consider zoning changes that encourage rain gardens, permeable paving materials, LEED certification, and other sustainable development goals.	Immediate (1-2 years)	PC, CD	Reg	A
1.17	3 EcDev	Support existing businesses.	Immediate (1-2 years)	Manager; OMS; County	Policy	B
1.18	4 Dwtm	Consider zoning changes that encourage or require natural waterfront preservation.	Immediate (1-2 years)	PC	Reg	A
1.19	4 Dwtm	Cultivate an environment that demonstrates a commitment to the development of businesses, housing, and community organizations in Downtown Owosso.	Immediate (1-2 years)	OMS; Manager; CD	Policy	A
1.20	4 Dwtm	Educate business owners and employees on the importance of reserving on-street parking for customers/patrons.	Immediate (1-2 years)	OMS; Manager	Policy	B
1.21	4 Dwtm	Expand and sustain a model of "coopetition" among Downtown Owosso businesses, organizations and attractions.	Immediate (1-2 years)	OMS; Manager	Policy	B
1.22	2 Nbhd	Amend zoning standards to reduce the conversion of single-family homes to multi-unit apartments and minimize impacts.	Short-term (3-4 years)	CD; PC	Reg	B

GOAL 1. PROTECT HEALTH, SAFETY, AND GENERAL WELLBEING OF THE COMMUNITY						
#	Chapt.	Actions	Timing	Prime Responsibility	Tool	Ease of Implement.
1.23	2 Nbhd	Pursue implementation of city-wide, public recycling and waste management.	Long-term (5-15 years)	PW; Manager	Policy	B
1.24	2 Nbhd	Plan for attached single-family and multi-family along corridors and as transitional uses between neighborhoods and commercial or employment areas.	Short-term (3-4 years)	PC; Manager	Policy	B
1.25	2 Nbhd	Require higher on-site stormwater detention/retention.	Short-term (3-4 years)	PC; Manager; PW	Reg	B
1.26	4 Dwtm	Improve connectivity over time to reinstate the grid street pattern.	Long-term (5-15 years)	OMS; CC; PW; CD	CIP	D

GOAL 2. PROVIDE EXCELLENT CUSTOMER SERVICE TO RESIDENTS AND INVESTORS						
#	Chapt.	Actions	Timing	Prime Responsibility	Tool	Ease of Implement.
2.1	4 Dwtm	Conduct customer service surveys of property owners, businesses, and organization.	Ongoing	OMS; Manager	Policy	A
2.2	4 Dwtm	Continue the Main Street program in downtown.	Ongoing	OMS; CC	Policy	A
2.3	4 Dwtm	Support a regulatory environment that demonstrates a commitment to the development of businesses, housing and community organization in Downtown Owosso.	Ongoing	OMS; CC; PC; Manager	Reg	A

GOAL 2. PROVIDE EXCELLENT CUSTOMER SERVICE TO RESIDENTS AND INVESTORS

#	Chapt.	Actions	Timing	Prime Responsibility	Tool	Ease of Implement.
2.4	4 Dwtm	With the city, define Main Street's role in the RRC initiative; plan and deploy activities accordingly.	Ongoing	Manager; OMS	Partner	A
2.5	2 Nbhd	Develop permit checklists for homeowners.	Immediate (1-2 years)	CD	Policy	A
2.6	2 Nbhd	Prioritize education and voluntary compliance before fines when dealing with code enforcement issues.	Immediate (1-2 years)	CD	Policy	A
2.7	3 EcDev	Create a guide to development.	Immediate (1-2 years)	CD; Manager	Policy	B
2.8	3 EcDev	Develop a documented policy to guide the internal review process including tasks, times, responsible parties, etc.	Immediate (1-2 years)	CD; Manager	Policy	A
2.9	4 Dwtm	Develop an ordinance that permits solar energy and pursue LED conversions of public lights.	Immediate (1-2 years)	PC; PW	Reg	A
2.10	2 Nbhd	Explore educational opportunities available for education of home owner associations, neighborhood associations/groups, landlord associations, and builder associations.	Short-term (3-4 years)	CD; Manager	Policy	B
2.11	3 EcDev	Develop an outreach strategy for potentially controversial development projects.	Short-term (3-4 years)	CD; Manager	Policy	B
2.12	3 EcDev	Develop potential incentive packages.	Short-term (3-4 years)	Manager: County; CC	Policy	B
2.13	3 EcDev	Encourage home-based businesses, live-work space, mixed uses, and flexible commercial spaces to accommodate the new economy worker and business.	Short-term (3-4 years)	OMS; Manager; CD	Policy	A
2.14	3 EcDev	Promote and support a regional approach to economic development that is business friendly and easily accessible by businesses.	Short-term (3-4 years)	County	Policy	B
2.15	4 Dwtm	Consider decorative lighting on S. Elm Street.	Long-term (5-15 years)	PW; OMS	CIP	B

GOAL 3. MAINTAIN FISCAL RESPONSIBILITY AND SUSTAINABILITY						
#	Chapt.	Actions	Timing	Prime Responsibility	Tool	Ease of Implement.
3.1	2 Nbhd	Coordinate with county departments regarding regional issues such as safety, public health, hazard mitigation, economic development, education, and transportation.	Ongoing	County; Manager	Partner	A
3.2	2 Nbhd	Proactively plan for essential resources and upgrades for police, fire, and code enforcement.	Ongoing	CC; Manager	CIP	B
3.3	2 Nbhd	Ensure proactive communication to residents about any potential changes in service. Includes temporary and long-term changes.	Ongoing	Manager; CC	Policy	A
3.4	2 Nbhd	Maintain high-quality public water, sewer, and infrastructure. May require regional collaboration.	Ongoing	PW; CC; County	CIP	B
3.5	2 Nbhd	Allocate resources for regular training for city staff as well as elected and appointed leadership and committee volunteers.	Ongoing	CC; Manager	Policy	A
3.6	2 Nbhd	Continue to improve annual the capital improvement program (CIP) planning process.	Ongoing	PC; CC; Manager	CIP	A
3.7	2 Nbhd	Seek grant funding opportunities for infrastructure projects, particularly water, stormwater, and non-motorized systems.	Ongoing	PW; Manager	CIP	B
3.8	3 EcDev	Proactively address capital needs and time projects in parallel with redevelopment.	Ongoing	PC; CD; PW	CIP	B
3.9	3 EcDev	Support training for local elected officials.	Ongoing	CC; Manager	Policy	A
3.10	3 EcDev	Coordinate an infrastructure improvement plan for streets and underground utilities, with design standards.	Immediate (1-2 years)	CC; PW; Manager	CIP	B
3.11	4 DwtN	Main Street to participate in the City's six-year capital improvements plan on an annual basis.	Immediate (1-2 years)	OMS; CC; PC; Manager	CIP	A
3.12	4 DwtN	Determine if establishing a principal shopping district (Act 120 of 1961) would provide benefit to the City.	Short-term (3-4 years)	OMS; Manager	Policy	A
3.13	2 Nbhd	Plan for capital projects to provide for better stormwater management, particularly within the neighborhoods.	Short-term (3-4 years)	PW; CC; PC; Manager	CIP	B

GOAL 3. MAINTAIN FISCAL RESPONSIBILITY AND SUSTAINABILITY						
#	Chapt.	Actions	Timing	Prime Responsibility	Tool	Ease of Implement.
3.14	2 Nbhd	Coordinate with Owosso Public School District to develop a citizen academy for residents of all ages.	Short-term (3-4 years)	Manager; OPSD	Partner	B
3.15	3 EcDev	Develop a tax increment financing plan for the Westtown Corridor Improvement Authority at a time when taxable values are observed to be stable or increase.	Long-term (5-15 years)	CC; OMS; Manager	Policy	C
3.16	4 Dwtm	Amend the DDA Plan to allow for more creative project financing.	Short-term (3-4 years)	OMS	Policy	B
3.17	4 Dwtm	Improve the aesthetic appearance of downtown parking lots.	Short-term (3-4 years)	OMS	CIP	B
3.18	4 Dwtm	Improve the pedestrian experience along the Washington Street bridge.	Short-term (3-4 years)	OMS; PW; CC; Manager	CIP	C
3.19	2 Nbhd	Develop neighborhood identities and service groups that can perform activities and events related to home improvements and networking.	Long-term (5-15 years)	CC	Partner	C
3.20	3 EcDev	Consider redevelopment opportunities for current municipal properties, specifically City Hall and the public safety building.	Long-term (5-15 years)	CC; Manager	Policy	D
3.21	3 EcDev	Educate building owners regarding potential financial benefits of upper floor rehabilitation, including state and federal tax credits for historic rehabilitation.	Long-term (5-15 years)	OMS; Manager	Policy	B
3.22	4 Dwtm	Coordinate roadway and bridge improvements with MDOT's long-range plans.	Long-term (5-15 years)	PC; PW	CIP	C

GOAL 4. IDENTIFY, PRESERVE, AND ENHANCE THE COMMUNITY'S CHARACTER						
#	Chapt.	Actions	Timing	Prime Responsibility	Tool	Ease of Implement.
4.1	2 Nbhd	Continue to support neighborhood events that highlight local history, historic homes, and beautiful gardens.	Ongoing	CC; CD	Policy	A
4.2	3 EcDev	Facilitate regular and frequent events in the downtown and Westown business districts in conjunction with the evolution and improvement of existing events such as the North Pole Express.	Ongoing	OMS	Policy	B
4.3	4 Dwtm	Continue the historic preservation program for downtown's historic structures with program elements to include façade restoration, upper story tenant development, design services, and qualification measures to access state and federal tax credits.	Ongoing	CD; OMS	Policy	B
4.4	4 Dwtm	Continue to develop and maintain a uniform or complementary wayfinding and identification sign program.	Ongoing	OMS	CIP	B
4.5	4 Dwtm	Continue to support biking, walking, and river activities in downtown.	Ongoing	OMS	Policy	A
4.6	4 Dwtm	Continue to support festivals and events.	Ongoing	OMS	Policy	A
4.7	4 Dwtm	Utilize the Downtown Historic District Commission to ensure preservation of downtown properties, while encouraging economically viable uses in existing buildings.	Ongoing	OMS	Policy	B
4.8	5 FLU	Promote infill housing in older neighborhoods and on established corridors to help rejuvenate such areas.	Ongoing	PC; CD	Policy	B
4.9	3 EcDev	Move the sign ordinance into the zoning code and update it so that it adequately serves businesses but promotes more subtle materials, lighting, color, size, positioning, and landscaping that complements the building and neighborhood.	3-5 years	CD; PC	Reg	B
4.10	3 EcDev	Recognize and assess Redevelopment Ready Sites in order to prepare for packaging and marketing.	3-5 years	Manager; OMS; County; MEDC	Policy	B

GOAL 4. IDENTIFY, PRESERVE, AND ENHANCE THE COMMUNITY'S CHARACTER

#	Chapt.	Actions	Timing	Prime Responsibility	Tool	Ease of Implement.
4.11	2 Nbhd	Establish new setback and site design standards that respect the existing nature of the community and promote developments that are high quality and complementary to the city character.	Immediate (1-2 years)	PC; CD	Reg	B
4.12	3 EcDev	Create marketing materials to attract developers to Owosso.	Immediate (1-2 years)	CD; Manager; OMS; County	Policy	B
4.13	3 EcDev	Create zoning provisions that require building materials to be high quality and durable.	Immediate (1-2 years)	PC; CD	Reg	A
4.14	3 EcDev	Develop design standards for non- residential structures that complement the historic character of the area while respecting the needs of modern businesses.	Immediate (1-2 years)	PC; CD	Reg	B
4.15	3 EcDev	Modify zoning to permit a flexible mixture of uses along corridors but with strengthened emphasis on design and character.	Immediate (1-2 years)	PC; CD	Reg	B
4.16	3 EcDev	Promote tourism. Advance and expand Downtown's Day-Tripper Transformation Strategy.	Immediate (1-2 years)	OMS; County	Policy	B
4.17	3 EcDev	Require landscaping that enhances the development site along the street and within the parking lot.	Immediate (1-2 years)	PC; CD	Reg	A
4.18	4 Dwtn	Create and deploy a public relations media content calendar.	Immediate (1-2 years)	Manager; OMS	Policy	B
4.19	4 Dwtn	Develop a mobile app featuring Downtown Owosso attractions/ businesses (possible fundraiser through as sales).	Immediate (1-2 years)	OMS	Policy	C
4.20	4 Dwtn	Improve utilization of and access to the riverfront through public-private partnerships.	Immediate (1-2 years)	OMS; PW; Manager	Policy	C
4.21	4 Dwtn	Incorporate downtown brand into downtown gateways and wayfinding.	Immediate (1-2 years)	OMS; PW	CIP	B
4.22	4 Dwtn	Work on telling the story of Owosso - locally, regionally, state-wide, and nationally. Promote successful projects & initiatives.	Immediate (1-2 years)	OWS; County; Manager	Policy	C

GOAL 4. IDENTIFY, PRESERVE, AND ENHANCE THE COMMUNITY'S CHARACTER						
#	Chapt.	Actions	Timing	Prime Responsibility	Tool	Ease of Implement.
4.23	2 Nbhd	Host home repair workshops facilitated by local trades persons and historic preservation experts to address common issues such as window repair, damp basements, electrical issues, and abatement of hazardous materials such as lead and asbestos.	Short-term (3-4 years)	CD	Policy	C
4.24	2 Nbhd	Utilize public-private partnerships to enhance and expand the greenway along the Shiawassee River.	Short-term (3-4 years)	PW; P&R; Manager	CIP	C
4.25	3 EcDev	Develop standards for new and infill development in order to ensure high quality, durable materials that are in compatibility with the city's historic character	Short-term (3-4 years)	PC; CD	Reg	B
4.26	4 DwtN	Provide for adequate open space and recreation in Curwood Castle Park.	Short-term (3-4 years)	P&R	CIP	A
4.27	4 DwtN	Install historic markers describing noteworthy buildings, events and people. Coordinate the design with an overall City signage plan.	Long-term (5-15 years)	PW; Manager; OMS	CIP	B
4.28	City wide	Rebranding campaign.	Short-term (3-4 years)	CC; OMS; PC; City Staff	Policy	B

GOAL 5. INCREASE QUALITY OF LIFE AND QUALITY OF PLACE FOR ALL						
#	Chapt.	Actions	Timing	Prime Responsibility	Tool	Ease of Implement.
5.1	2 Nbhd	Support and promote arts & culture, in partnership with Shiawassee Arts Council, Owosso Community Players, Owosso Public School District, and others.	Ongoing	CC; OMS	Partner	A
5.2	2 Nbhd	Improve connections between neighborhoods and key destinations, activity centers throughout the city, including the riverfront, schools, and parks.	Ongoing	PW; CD	CIP	C
5.3	2 Nbhd	Seek grant funding opportunities to increase parks and recreation facilities.	Ongoing	P&R; Manager	CIP	B
5.4	3 EcDev	Attempt to utilize upper floor rental rehabilitation program in Westown.	Ongoing	OMS; Manager	Policy	C
5.5	3 EcDev	Consider implementation of the “complete streets” and street design concepts for all major streets and state highways.	Ongoing	PW; Manager	CIP	C
5.6	3 EcDev	Require all new commercial construction to provide pedestrian pathways along the roadway and require linkages from the building to parking areas and the pathway.	Ongoing	CD; PC	Reg	A
5.7	3 EcDev	Provide safe pedestrian circulation when designing access and circulation for vehicles.	Ongoing	CD; PC	Reg	A
5.8	3 EcDev	Prioritize neighborhood-serving mixed-use nodes to provide walkable access to daily retail and service needs.	Ongoing	CD; PC	Policy	A
5.9	4 DwtN	Increase lifestyle, entertainment options including festivals and cultural events.	Ongoing	OMS	Policy	B
5.10	4 DwtN	Support privately owned river-friendly development on the Shiawassee River.	Ongoing	OMS; CD; PC	Policy	C
5.11	4 DwtN	Expand housing options.	Ongoing	OMS; CD; PC	Policy	B
5.12	4 DwtN	Continue to support weekend and evening activities in the downtown.	Ongoing	OMS	Policy	A
5.13	4 DwtN	Encourage and support upper floor residential uses.	Ongoing	OMS; CD; PC	Policy	B

GOAL 5. INCREASE QUALITY OF LIFE AND QUALITY OF PLACE FOR ALL						
#	Chapt.	Actions	Timing	Prime Responsibility	Tool	Ease of Implement.
5.14	2 Nbhd	Study the cost and feasibility of potential kayak launch sites along the Shiawassee River.	Immediate (1-2 years)	P&R; PW; Manager	CIP	B
5.15	3 EcDev	Encourage home-based businesses, live-work space, mixed uses, and flexible commercial spaces to accommodate the new economy worker and business.	Immediate (1-2 years)	PC; CD	Policy	B
5.16	4 DwtN	Activate the alleys in downtown as gathering spaces, art exhibits, events, etc.	Immediate (1-2 years)	OMS; PW	CIP	B
5.17	4 DwtN	Create and demonstrate a welcoming culture of hospitality for the vision, businesses, and residents of Downtown Owosso.	Immediate (1-2 years)	OMS	Policy	A
5.18	4 DwtN	Create and deploy a "Welcome" packet and/or goodie basket for new arrivals.	Immediate (1-2 years)	OMS	Policy	A
5.19	4 DwtN	Engage in a zoning revision that includes design guidelines and/or elements of a form based code for downtown and Westown.	Immediate (1-2 years)	PC; CD	Reg	B
5.20	4 DwtN	Enhance all downtown gateways with beautification and wayfinding.	Immediate (1-2 years)	OMS; PW	CIP	B
5.21	2 Nbhd	Pursue "safe routes to schools" improvements in partnership with the Owosso Public Schools.	Short-term (3-4 years)	Manager; PW	Partner	A
5.22	2 Nbhd	Develop an adopt a park program.	Short-term (3-4 years)	P&R	Partner	B
5.23	3 EcDev	Finalize a non-motorized plan map and implementation strategy that links to other regional trail efforts.	Long-term (5-15 years)	CD; Manager; PW	Policy	B
5.24	4 DwtN	Consider the potential of "build-to" lines, mixed vertical uses, and minimum heights in the downtown and in Westown.	Short-term (3-4 years)	PC; CD	Reg	B
5.25	4 DwtN	Engage in a plan that will identify a potential retail and/or entertainment district in downtown, tying in the SRI, SAC, theater, etc.	Short-term (3-4 years)	OMS	Policy	B

GOAL 5. INCREASE QUALITY OF LIFE AND QUALITY OF PLACE FOR ALL						
#	Chapt.	Actions	Timing	Prime Responsibility	Tool	Ease of Implement.
5.26	4 Dwtm	Improve the sense of arrival for the South Washington Street entrance to the downtown and provide safe pedestrian crossings	Short-term (3-4 years)	PW; OMS	CIP	B
5.27	4 Dwtm	Incorporate distinctive and clearly marked crosswalks at road crossings that align with existing sidewalks and pathways.	Short-term (3-4 years)	PW; OMS	CIP	B
5.28	4 Dwtm	Reconnect street grid or at minimum create pedestrian connection between Water St and Comstock St	Short-term (3-4 years)	PW; OMS; CC	CIP	C
5.29	4 Dwtm	Revise zoning standards to require 10' parking setback with screened buffer zones	Short-term (3-4 years)	CD; PC	Reg	A
5.30	4 Dwtm	Work with former JC Penney property owners on redesign vision and outlot potential for the public parking lot	Short-term (3-4 years)	CD; Manager	Policy	B
5.31	4 Dwtm	Establish smaller-scale retail and office infill development	Short-term (3-4 years)	OMS; PC; CD	Policy	B
5.32	3 EcDev	Connect Westown to the proposed trail system and consider additional wayfinding and street furniture, including waste receptacles.	Long-term (5-15 years)	OMS; PW; CD	CIP	B
5.33	4 Dwtm	Enhance riverfront through public-private partnership	Long-term (5-15 years)	OMS; Manager; CC; P&R	Policy	C
5.34	4 Dwtm	Improve connections to the river. Establish varying activity nodes along the riverwalk	Long-term (5-15 years)	PW; OMS; P&R	CIP	C
5.35	4 Dwtm	Improve rental rehab program	Short-term (3-4 years)	CD	Policy	B
5.36	4 Dwtm	Transition existing parking lots into dedicated pedestrian space (plaza, farmers' market, etc)	Long-term (5-15 years)	OMS; PW	CIP	B

GOAL 6. BOOST LOCAL ECONOMY						
#	Chapt.	Actions	Timing	Prime Responsibility	Tool	Ease of Implement.
6.1	3 EcDev	Redevelopment Ready Sites marketing via signage in public areas, info packets and status updates in print/online/social, stakeholder facilitation, pre-project and post-project awareness efforts.	Ongoing	CD; Manager	Policy	B
6.2	3 EcDev	Increase investment in regional marketing.	Ongoing	County; OMS	Policy	C
6.3	3 EcDev	Partner with MEDC (RRC staff) and technical assistant consultants to identify and facilitate developer introductions and site tours.	Ongoing	County; Manager; OMS	Policy	B
6.4	3 EcDev	Prioritize the Shiawassee River as an environmental, economic, and recreational asset for Owosso.	Ongoing	CC; PC	Policy	A
6.5	4 DwtN	Support and promote arts & culture, in partnership with Shiawassee Arts Council, Owosso Community Players, Owosso Public School District, and others.	Ongoing	OMS	Partner	A
6.6	4 DwtN	Continue to pursue and work with the State of Michigan on grants.	Ongoing	Manager; OMS	Partner	A
6.7	4 DwtN	Cooperation between all downtown groups: Chamber, Main Street, Theatre, Farmers Market, Art Center, Amphitheater, Steam Railroad Institute, Owosso Historic Commission, Historic District Commission.	Ongoing	OMS	Partner	A
6.9	3 EcDev	Develop a process to share successes, events, promotions, and development opportunities across partner communication channels (e.g., newsletters, press releases with partners like Chamber of Commerce, Main Street, etc.).	Immediate (1-2 years)	OMS; Manager	Partner	A
6.10	3 EcDev	Consider a coordinated study and plan effort that could drive tourism by increasing the draw to the Steam Railroading Institute, the Lebowsky Center, etc.	Short-term (3-4 years)	County; CC; OMS	Partner	A
6.11	3 EcDev	Conduct a market study to understand the needs of the community that are currently unmet and identify potential targets for business recruitment.	Long-term (5-15 years)	County; Manager	Policy	B

GOAL 7. STRENGTHEN PUBLIC AND PRIVATE PARTNERSHIPS						
#	Chapt.	Actions	Timing	Prime Responsibility	Tool	Ease of Implement.
7.1	2 Nbhd	Foster stronger relationships between the public schools, local government, student groups, and community groups.	Ongoing	CC; Manager	Partner	A
7.2	3 EcDev	Develop and utilize RFQs and Business Development Packets.	Ongoing	Manager; County; OMS	Partner	B
7.3	3 EcDev	Build a student culture in the community between Baker College and downtown by encouraging strong pedestrian connections between campus, dorms, and downtown.	Ongoing	OMS; Manager; CC; PW	Partner	B
7.4	3 EcDev	Continue to support the efforts of the Shiawassee Economic Development Partnership.	Ongoing	CC; Manager	Partner	A

Design a Better Future

SMITHGROUP

 **COMMUNITY
IMAGE BUILDERS**
PLANNING | MARKETING | ECONOMIC DEVELOPMENT



City Manager's Report: June 7, 2021

Projects, Updates, Community Information, Staffing, General Operations

BUILDING DEPARTMENT UPDATE

Project Name	Status
ZONING AMENDMENTS	
None	
SITE PLANS	
599 Gould	Former Fisher Redi-Mix has new owners Modern Concrete. Pending Site
403 State St	Pending admin review to renovate existing structure(s) for marihuana grow
LAND DIVISIONS/COMBINATIONS	
1000 Center – 1546 Hiawatha Dr PENDING	Due to irregular lot sizes. City has requested a copy of a survey. Update-Surveyors schedules are booked until Spring 2021
BUILDING PERMITS – COMMERCIAL	
1017 W Main	Permit issued for outdoor seating area at the Korner Pub
213 S Washington	Permit issued for interior renovations for a new restaurant
MARIHUANA LICENSES	
117 W Main St	Pending State approval for medical and recreational sales
1750 E south St	Pending State approval for renewal of medical and recreational grow
1500 McMillan	Pending State and City approvals for medical grow

OPERATIONS AND COMMUNITY RELATIONS

- Brush pickup for June is set for Wednesday the 23rd.
- **COVID Grants**
 - **First Responder Payroll Reimbursement Grant (AWARDED):** We were awarded \$319,173 after the remaining 50% of the eligible amount was prorated due to higher than anticipated number of applications.
 - **First Responder Hazard Pay Grant (AWARDED):** \$36,000 was paid to eligible employees (\$1000 each) in late August and the City was awarded 100% reimbursement.
 - **CESF COVID Supplies Grant - \$11,200 (AWARDED):** Grant report submitted. Unclear if there will be further audits.
 - **Coronavirus Relief Local Government Grant (AWARDED):** The city received \$109,198 in state revenue sharing replacement funds to make up for losses this fiscal year.
 - **Ambulance Service Grant (AWARDED):** We received \$23,571 from the US Health and Human Services for reductions in Medicare revenue related to COVID.
 - **TOTAL COVID-19 GRANTS: \$499,142**
- **Grants**

- **MSHDA Neighborhood Enhancement Program (NEP) Grant - \$75,000 (AWARDED @ \$41,000):** Grant training is set for mid-April. The city is coming up with a list of eligible activities and selection criteria. This grant will fund exterior improvements of homes – the type of improvements eligible has yet to be decided.
- **DNR Grant for Holman Pool Building Remodel – \$150,000 (AWARDED):** The grant has been awarded. The city is now seeking the required architect/project manager. Once that is settled, we will move to the next step as required by the DNR Trust Fund grants procedure. The building will be remodeled to contain public bathrooms, multi-use meeting space and lounge, along with a concessions area.
 - The city is searching for an architect to manage the project per the requirements of the grant. Three were approached with one dropping out because they were convinced that rises in construction prices have made the project budget not feasible. Two submittals were received but it is not clear what the final project cost will be.
- **EGLE Drinking Water Assessment Management (DWAM) Grant - \$1 million (APPLIED):** The DWAM grant is available to assist water supplies in Asset Management Plan development or updates, and/or Distribution System Materials Inventory as defined in Michigan’s [Lead and Copper Rule](#). There is \$36.5 million available, with a maximum grant award per applicant of \$1 million.
 - EGLE is giving us conflicting information. Middle managers claim the grant is being postponed by 1 year while upper management is saying the program is not being postponed. We have talked to our representative in the legislature about these ongoing challenges with EGLE.
- **EGLE Lead Service Line Replacement Grant - \$3,000,000 (APPLIED):** The city is looking to apply for a grant to replace lead service lines. However, we are waiting on a determination from the state if we are a disadvantaged community.
 - This program is funded through SRF at 100% reimbursement. We are told the city is eligible. Awaiting word if we have been awarded
- **FEMA AFG SCBA Grant - \$250,000 (DENIED):** This was submitted in Feb 2020 for \$250,000, this was denied in Nov. The grant covered four (4) area FD’s, and covered replacement SCBA’s for all the FD’s, including OFD. If awarded we (OFD) would receive about \$100,000 worth of equipment.
- **FEMA AFG Fire Radio grant - \$1.2 million (DENIED):** The grant covered 13 fire departments across Shiawassee County to supply over 225 radios to all area FD, this was denied. Resubmitted the grant for a reduced amount. This year there are 11 FD’s across the county on the same grant, this year our request is for \$522,000. If awarded we (OFD) would be awarded enough grant money for fifteen (15) radios.
- **COPS Grant - \$582,875 spread over 3 years (INTENT TO APPLY):** This grant would fund 3 police officer positions for 3 years. The city would be responsible for all of the 4th year cost and a portion of the first 3 years.
- **Saginaw WIN Grant - \$10,500 (AWARDED):** Grant to install a canoe/kayak launch near the footbridge by the armory and Middle School. In design phase currently in partnership with the Friends of the River. Location is just north of the footbridge on the east bank. Exploring idea for a kayak locker and picnic table as well.
 - Easement with school system amended to allow for launch construction.
 - Unclear when we will be able to get started.
- **USDA Community Facilities Grant - \$36,000 (ELIGIBLE FOR \$17,500 SO FAR):** This grant would help fund 35% of our annual police cruiser(s) replacement. It is competitive but I’ve been successful in other communities using it to replace police vehicles. Grant max is \$50,000.
- **Safe Routes to School Grant - \$550,000 (APPLIED):** In partnership with the Owosso School System, the city will be applying for a grant to repair and reconstruct various sidewalks around the city to address accessibility issues. For instance, the stairs at the intersection of Oliver and Chipman lead into the intersection rather than across to link with existing sidewalks. Also, those stairs need to be eliminated and replaced with a ramp for better accessibility. That is one example. This grant will not address ALL sidewalk deficiencies and the selection of sites is based

on engineering, parent surveys conducted by the school system, and input from city and school staff.

- **MMRMA RAP Grants (AWARDED)**
 - **Training Grant for PD Command School - \$2,675:** This grant sent Lt Cherry to an important command training course.
 - **IT Dual Authentication Grant - \$1,700:** This grant helps improve internal controls related to IT.
 - **IT Security - \$1,970**
- **Consumers LED Rebate - \$5,460:** To replace all halogen lights in City Hall with LED.
- **Small Urban Grant – Streets - \$1,200,000 (DENIED):** This grant was to reconstruct Chipman Street from Beehler to M-21. We will keep the project in mind for future Small Urban opportunities.
- **MEDC Water-Related Infrastructure Grant - \$1.6 million (APPLIED):** Subject to council approval of the application on May 17, this grant – if awarded – will pay for 75% of the cost to replace water main on Center, Clyde, Huron, Lynn, and Milwaukee Streets. This would also include repaving. Deadline to apply is May 31.
- **Michigan Council for Arts and Cultural Affairs Grant - \$82,500 (APPLIED):** This grant will help pay for new AC units at Library, new steam pipes at library, new mechanical units at Gould House, and new boiler in Curwood Castle.
- **Small Urban Street Grant - \$375,000 (AWARDED):** This grant will help pay for the Gould Street rehabilitation project.

AWARDED	APPLIED	INTENT TO APPLY	DENIED
\$605,805	\$6,232,500	\$582,785	\$2,650,000

- **MASTER PLAN UPDATE:** Planning Commission has recommended the final draft to city council. Final approval by city council set for June 7.
- **County COVID Updates:** <http://health.shiawassee.net/Emergency-Preparedness/COVID-19-Stats.aspx>
- **State COVID Updates:** https://www.michigan.gov/coronavirus/0,9753,7-406-98163_98173---,00.html

STAFFING UPDATES

- **New Hires/Promotions:** New Water Filtration Plant Shift Attendant, Ryan Farley, started 6/1/21; new Wastewater Treatment Plant Laborer starts 6/3/21, Jordan Johnson; 2 new DPW Laborers starting soon (1 on 6/7/21), Jason Koski & Gregory Braidwood. New School Liaison Officer, David Stone, will be starting in August.
- **Open Positions:** Finance Director – conducted 3 interviews, doing reference checks at the moment, hope to offer by end of this week. Summer/Seasonal Laborer – sent 2 candidates for drug screens. Executive Secretary (for building, CM & HR) – hope to post by early next week.
- **Announced Retirements or Departures:** None.

CITY PROJECTS

STREETS AND SIDEWALKS			
2021 Crush and Shape Program	Glenwood Ave: S. end to Farr	Widen existing roadway, pulverizing with stabilization, and asphalt resurfacing.	Bidding phase
	Garfield Ave: S. end to Corunna	Widen existing roadway, pulverizing with stabilization, and asphalt resurfacing.	Bidding phase
	Lincoln Ave: Farr to Monroe	Widen existing roadway, pulverizing with stabilization, and asphalt resurfacing.	Bidding phase
	McMillan Ace: S. end to Industrial	Widen existing roadway, pulverizing with	Bidding phase

		stabilization, and asphalt resurfacing.	
	Park St: Harper to Ridge	Widen existing roadway, pulverizing with stabilization, and asphalt resurfacing.	Bidding phase
	Pearce St: South to Fracis	Widen existing roadway, pulverizing with stabilization, and asphalt resurfacing.	Bidding phase
	South St: McMillan to Aiken	Widen existing roadway, pulverizing with stabilization, and asphalt resurfacing.	Bidding phase
2021 Chip Seal Project: Contract 1	Auburndale: Broadway to Alger	Awarded to Highway Maintenance at April 5 Council meeting. Work beginning May 17, 2021	June 30, 2021
	Carr: South to Herman	Awarded to Highway Maintenance at April 5 Council meeting. Work beginning May 17, 2021	June 30, 2021
	George: South to Herman	Awarded to Highway Maintenance at April 5 Council meeting. Work beginning May 17, 2021	June 30, 2021
	Glenwood: Farr to Monroe	Awarded to Highway Maintenance at April 5 Council meeting. Work beginning May 17, 2021	June 30, 2021
	Herman: Carr to Kenwood	Awarded to Highway Maintenance at April 5 Council meeting. Work beginning May 17, 2021	June 30, 2021
	Hiram: George to Chipman	Awarded to Highway Maintenance at April 5 Council meeting. Work beginning May 17, 2021	June 30, 2021
	Nelson: South to Herman	Awarded to Highway Maintenance at April 5 Council meeting. Work beginning May 17, 2021	June 30, 2021
	South: Chipman to Shiawassee	Awarded to Highway Maintenance at April 5 Council meeting. Work beginning May 17, 2021	June 30, 2021
	Washington: S. city limits to Gute	Awarded to Highway Maintenance at April 5 Council meeting. Work beginning May 17, 2021	June 30, 2021
	Woodlawn: S. end to Farr	Awarded to Highway Maintenance at April 5 Council meeting. Work beginning May 17, 2021	June 30, 2021
2021 Chip Seal Project: Contract 2	Adams: King to Elizabeth	Awarded to Highway Maintenance at April 5, 2021 Council meeting. Work to begin July 6, 2021.	Sept 10, 2021
	Alta Vista: Center to Shady Lane	Awarded to Highway Maintenance at April 5, 2021 Council meeting. Work to begin July 6, 2021.	Sept 10, 2021
	Alturas: Center to Shady Lane	Awarded to Highway Maintenance at April 5, 2021 Council meeting. Work to begin July 6, 2021.	Sept 10, 2021
	Chestnut: Steward to Main	Awarded to Highway Maintenance at April 5, 2021 Council meeting. Work to begin July 6, 2021.	Sept 10, 2021
	Chimpan Ln: Chipman to dead end	Awarded to Highway Maintenance at April 5, 2021 Council meeting. Work to begin July 6, 2021.	Sept 10, 2021
	Corlett: S. end to Marion	Awarded to Highway Maintenance at April 5, 2021 Council meeting. Work to begin July 6, 2021.	Sept 10, 2021
	Jennett: Adams to Washington	Awarded to Highway Maintenance at April 5, 2021 Council meeting. Work to begin July 6, 2021.	Sept 10, 2021
	Mack: Robbins to Chipman	Awarded to Highway Maintenance at April 5, 2021 Council meeting. Work to begin July 6, 2021.	Sept 10, 2021
	Marion: Chipman to Hanover	Awarded to Highway Maintenance at April 5, 2021 Council meeting. Work to begin July 6, 2021.	Sept 10, 2021
	Morris: Mack to N end	Awarded to Highway Maintenance at April 5, 2021 Council meeting. Work to begin July 6, 2021.	Sept 10, 2021
	North St: over Corlett Creek	Awarded to Highway Maintenance at April 5, 2021 Council meeting. Work to begin July 6, 2021.	Sept 10, 2021

	Orchard: Marion to N end	Awarded to Highway Maintenance at April 5, 2021 Council meeting. Work to begin July 6, 2021.	Sept 10, 2021
2021 Street Patch Program		Contract awarded to Smith Sand and Gravel. Project to begin July 6, 2021	Fall 2021
2021 Sidewalk Program		Advertised for bids in April 2021. Work will begin July 6, 2021	Design phase
2021 Street Projects	Gould St (Oliver to Moore)	From Oliver to Moore. Work scope includes pavement rehab with select curb and gutter repair, ADA sidewalk ramps, select sidewalk repair, complete storm sewer replacement, and permanent pavement markings and signage. No water main to be replaced. Project is a MDOT Small Urban Program and partially funded by that. Project awarded to Crawford Construction. Start date – June 14, 2021.	October, 2021
	Maple Avenue: Corunna to N end	Street reconstruction and water main replacement from 4 inch to 6 inch main. DPW scheduled to replace main late summer/early fall 2021. Street Construction to begin Spring 2022.	Design phase

UTILITIES (Water and Sewer)

Project	Project Name/Description	Status	Completed
Lead Action Level Exceedance	Filter giveaway event	Conducted 2 filter giveaway events in partnership with local and state health department. Remaining filters to be handed out at city hall for those who qualify. Email safewater@ci.owosso.mi.us or call 090-725-0545 to schedule and appointment to receive a filter curbside due to COVID lockdown.	Complete
	Filter Distribution	Distribute filters at city hall for those who qualify. See above for COVID lockdown procedures for filter giveaway.	Ongoing
	Public Education Mailer	Mail PE piece to every water account in the system.	Complete
	6 month lead/copper re-test	State mandated retesting for lead/copper levels 6 months after initial exceedance	Spring/Summer 2020
Lead/Galvanized Service Line Replacement - 2021	Replace 200 service lines in calendar year 2021	First step is to definitively identify service line as lead or galvanized. This involves either a home inspection or hydro excavation if home access is not possible. Hydro excavations have started. First 24 locations coinciding with street projects will begin late June and completed in mid-August, 2021 subject to contract award on June 7.	December 2021
Water Billing Customer Portal	ACLARA ACE Portal	Staff continues to meet with ACLARA to implement the water use online customer portal. Target for rollout is after we can get a mailer sent in next water bill with instructions on how to create an account on ACE.	As soon as ACLARA ONE upgrade is made and DCU's are wired for power. Solar not

			providing enough power.
Water Treatment Plant	SCADA System	Kick-off meeting with Tetra tech was 10.30.20	June 2021
	Backwash Pump and 16 inch hi service	Kick-off meeting was 10.29.20. Backwash pumps being tested. Delivery expected in Feb 2021. 16 hi service contractors on site early Feb 2021.	June 2021
Wastewater Plant	Headworks Project	Screw pumps installed. Bypass pumping has stopped. Grit chamber operational. Screeners relocated. Only punch-list items remain	Completed
	Screw pump building roof replacement	Replace roof on screw pump building.	Postponed due to cost
	Scum well blower replacement (2)	Might need larger blowers. Reassessing cost for larger capacity blowers.	Possibly postponed due to cost.
	Influent sampler replacement	Replace 25 year old influent sampler	Postponed
	Bisulfide tank replacement	Replace bisulfide tank	June, 2021
	Confined space entry equipment	Purchased new confined space entry equipment. Worker safety.	June, 2021
	Sludge Truck dump box	Replace corroded dump truck box	June , 2021
	VFD controller rehab (5)	Rebuild/replace old variable frequency drive controllers	June, 2021
	Pipe hanger replacement	Replace corroded plant sewer pipe hangers. As needed. Labor in house. Pay as you go.	June, 2021
	Solids Handling Project	Replace centrifuge, sludge tanks, main building roof, and remove unused equipment.	Dec 2022
Sewer Collection System – SRF Funded	2020 Sewer Rehab Project	Work began week of Sept 14, 2020. City sent out general info letters to affected residents along with telephone contacts to answer questions and concerns. Contractor also handing out contact information to residents with advance notice including dates and times to limit sanitary use. Manhole rehab phase expected to begin Aril, 2021 and end a month later.	Complete
Water Main Replacement	Clyde St: Walnut to Shiawassee	Replace 4 inch cast iron (1970s) with 6 inch PVC. Restore street surface and replace service lines where needed.	Design phase. Possible MEDC grant funding
	Huron St: Huggins to E end	Replace 1.5 inch galvanized with 6 inch PVC. Restore street surface and replace service lines where needed.	Design phase. Possible MEDC grant funding
	Lynn St: Howell to W end	Replace 4 inch cast iron (1960s) with 6 inch PVC. Restore street surface and replace service lines where needed.	Design phase. Possible MEDC grant funding
	Milwaukee St: S Lyon to S Cedar	Replace 2 inch galvanized (1960s) with 6 inch PVC. Restore street surface and replace service lines where needed	Design phase. Possible MEDC grant funding
	Center St: W North to W King	Replace 6 inch ductile iron with 8 inch PVC. Restore street surface and replace service lines where needed.	Design phase. WILL REQUIRE MEDC GRANT FUNDING

PARKS/ CEMETERY/ FORESTRY/ NONMOTORIZED

Project	Project Name/Description	Status	Completed
	CIS Trail Extension – Extend trail from Priest Rd. to City.	Huron & Eastern Railroad told the city they will not agree to allow the trail to run along RR right of way for liability reasons. Meeting scheduled with state, local and county stakeholders to regroup/strategize.	TBD
	Bennett Field Parking Lot Expansion	DPW expanded the parking lot for the ball fields to accommodate more vehicles during ball tournaments. This will keep cars off the grass. Paid for with parks millage money.	Completed
	Bennett Field Drainage Improvements	Improve drainage at Bennett Field. Paid for with parks millage money.	Completed
	Bentley Park Splashpad Conversion	DPW converted the splashpad from a recycling system to a traditional pump-and-dump. This will use more water but will be offset by the amount of annual labor and maintenance on the aging water recycling system.	Completed
	Replace Dock at Hopkins Lake	Current dock is leaking and sagging. Parks Commission wants to replace it with a large, longer dock to improve fishing opportunities. Staff will be soliciting bids in the coming month. Estimated cost: 20 – 30k. To be paid for with parks millage money	Completed
	Canoe/Kayak Launch installation	Saginaw WIN Grant award for one location next to Middle School and footbridge. The Parks Commission has pledged an initial match of \$15,000 from parks millage fund. Site layout is being drafted by the Friends of the River. Site will include a kayak/canoe locker, concrete launch, and a bench	Fall 2021. Applying for EGLE permit.

MOTOR VEHICLE POOL

DPW	HydroVac Truck	Used for less-invasive excavation and lead service line identification.	Purchased
	Valve Turning Machine	Used for valve exercising and proper operation of valves for water system maintenance	Purchased
	Snow pusher	14 foot snow pusher attachment	Purchased
	Lawn tractor	John Deere tractor for mowing and misc projects	Purchased
	Pavement Saw	New Saw to assist with road cutting for utility and streets projects/maintenance	Purchased
	Sign Truck	Mobile sign truck for projects within the street ROW. Improve worker and traffic safety	Purchased
	1.5 Ton 4.4 Yd Dump Truck	Replace small dump truck	Purchased
	5-yard dump truck	Replace single axle dump truck	Purchased
	10 yard dump truck	Replace tandem axle dump truck	Purchased
Public Safety	FY 18-19 Police Cruiser	Received May 2020. On the road July, 2020	Received
	FY 19-20 Police Cruiser	Received	Received
	Tower 1 repairs	The clutch fan failed and took out some blades and the fan shroud. Repair will cost \$4500.	Complete
	Engine 1 repairs	Main pump failed the week of 10.11.20. Engine was taken to Saginaw for repairs. \$4000. While pump is being replaced, yearly maintenance and DOT inspection will be conducted a month earlier than usual.	Complete

BUILDING AND GROUNDS

Library	HVAC rehab	Replace aging air conditioning systems.	FY 2021
	Library Improvements – replace kids’ area flooring	Completed by Library. Not budgeted or requested from Library in City’s FY 19-20 budget. City will not reimburse.	N/A
	Boiler Steam Distribution Line Replacement	The boiler for the library is in good shape. However, the distribution lines are leaky and need replacement. This would replace the entire distribution system. Multiple patches have been installed and the leaks are just appearing in new areas. Cost estimates being sought.	TBD
Gould House	Rehabilitation Project	Mechanical systems replacement, new roof and drainage, porch repair, soffit replacement, and possible addition of ADA ramp. Bidding mechanical separately.	Bid opening per architectural contract May 3, 2021 via zoom. Two bids received. Possible MCACA grant funding
City Hall	Replace city computers	Replace 6 computers in city hall	June, 2021
	Finance wing carpet replacement	Postponed due to COVID.	FY 21-22
	Retaining Wall Rebuild	Project is awarded to Gordon Construction Services at April 5 Council meeting. Tree removal on west side of city hall complete. Wall and upper/lower sidewalk to be replaced. Sidewalk south of project to be replaced – possibly with James Minor Trail Authority money. Pending Trail Authority approval. Construction to start after Curwood Festival.	Sept, 2021
Main Street Parking Lot	EV Charging Station Installation	A check from the Revolving Loan Fund will be issued to the DDA on 10.29.20. Consumers energy easement approved.	Unclear. Most likely before Fall 2021

CONTRACTS AND AGREEMENTS

Library	Lease Agreement between city and library for building maintenance	City Attorney is drafting new lease agreement after city manager and library director negotiated terms. Final approval needed from Library Board and City Council	Completed
Water	Agreement between the city, Corunna, Owosso Twp, and Caledonia Twp for Treatment Plant maintenance/replacement/capacities	Contract expires in 2021. Glenn will provide notes for the next DPW Director to aid in negotiating a new contract by the end of 2021	Dec 2021
Sewer	Agreement between the city, Corunna, Owosso Twp, and Caledonia Twp for WWTP maintenance/replacement/capacities	Glenn will provide notes for the next DPW Director on negotiation of new sewer agreement	TBD

PARKS AND RECREATION COMMISSION
REGULAR MEETING
WEDNESDAY, April 28th 2021
7:00PM
Virtual Meeting – via Zoom

- CALL TO ORDER:** Chairman Workman called the meeting to order at 7:06 p.m.
- PLEDGE OF ALLEGIANCE:** Was recited
- ROLL CALL:** Was taken by Amy Fuller
- MEMBERS PRESENT:*** Chairman Andrew Workman, Vice-Chair Jeff Selbig, Commissioner Carol Anne Smith, Commissioner Kevin Maginity, and Commissioner Elaine Greenway
- MEMBERS ABSENT:*** Commissioner Christopher Owens.
Commissioner
- OTHERS PRESENT:*** Amy Fuller, Troy Smith
- APPROVAL OF AGENDA:** **COMMISSIONER SMITH MADE A MOTION TO APPROVE THE AGENDA FOR, APRIL 28, 2021 AS PRESENTED. MOTION SUPPORTED BY VICE-CHAIR SELBIG. AYES ALL, MOTION CARRIED.**
- APPROVAL OF MINUTES:** **COMMISSIONER SMITH MADE A MOTION TO APPROVE THE MINUTES FOR, MARCH 24, 2021 WITH NO CHANGES. MOTION SUPPORTED BY COMMISSIONER MAGINITY AYES ALL, MOTION CARRIED.**
- PUBLIC COMMENTS:** None
- COMMUNICATIONS:** Commissioner Smith reported that the Lions Club repaired the library at Bentley Park.
- OLD BUSINESS:**
- Park WiFi: Ms. Fuller reported that installation is to begin in May beginning at Bentley Park. They are hoping to get cameras installed before starting Wi-Fi. The Curwood committee is checking to see if there would be a cost to have two transmitters at Curwood Castle Park, one at the castle and one at the amphitheater
- Grove Holman Building: Ms. Fuller reported that H2A Architects has been selected as the Architect for the project. Preliminary work has commenced.
- Hopkins Lake: Ms. Fuller reported that the dock is 99% complete. We are awaiting the cover for the hinge. Payment is being withheld until completion. The dock looks and functions great!! The commission is exploring the possibility of a 2nd dock between the boat launches on the east side of the lake.
The Masons contributed \$2500 to stock the lake with bluegill and largemouth bass. It was also discovered that the commission had raised \$600 some time ago bringing the total to \$3100.
The fishing pole locker was removed. Continuous repairs were overtaxing the DPW and the poles were being thrown in the lake.
- DISC GOLF SIGNS AND POSTS: COMMISSIONER MAGINITY MADE A MOTION TO ALLOCATE \$560 FOR 40 POSTS AND \$500 FOR THE REMAINING HOLE AND WAYFINDING SIGNS. MOTION SUPPORTED BY COMMISSIONER GREENWAY. AYES ALL, MOTION CARRIED**
- The disc golf tee pads are going to be incorporated into our new master plan.

NEW BUSINESS:

Check Register Review, no comments.

AMPHITHEATER REPAIRS: COMMISSIONER SMITH MADE A MOTION TO ALLOCATE \$1000 FOR NEW STAIRS, \$800 FOR INTERIOR REPAIRS AND PAINT AND \$3000 TO REPAINT THE BACKWALL MURAL. MOTION SUPPORTED BY VICE-CHAIR SELBIG. AYES ALL, MOTION CARRIED.

VIRTUAL MEETINGS: COMMISSIONER MAGINITY MADE A MOTION THAT THE MEETING REMAIN VIRTUAL FOR MAY 28TH AND TAKE IT MONTH BY MONTH GOING FORWARD. MOTION SUPPORTED BY COMMISSIONER GREENWAY. AYES ALL, MOTION CARRIED.

Hopkins Lake trail markers: Markers have arrived, Mr. Morris is coordinating the volunteers to put them up.

BENTLEY PARK TENNIS AND PICKLEBALL COURTS: COMMISSIONER MAGINITY MADE A MOTION TO ALLOCATE \$46,500 + UP TO 10% PRICE INCREASE FROM PREVIOUS BIDS TO RESURFACE THE 2 TENNIS COURTS AND ADD 2 NEW PICKLEBALL COURTS ON THE EXISTING SURFACE. MOTION SUPPORTED BY COMMISSIONERS SMITH AND GREENWAY, OPPOSED BY VICE-CHAIR SELBIG. MOTION CARRIED.

The plaques at Curwood Park have plexiglass covers courtesy of the DDA.

Old Skate Park: The Commission is investigating options to make this area better.

Next Meeting: May 26, 2021 @ 7:00 PM

Public/Commissioners Comments: Vice Chair Selbig pointed out the need for better wayfinding signs to our parks. Ms Fuller relayed that the city manager suggested the commission develop a policy for putting names on park buildings.

ADJOURNMENT:

VICE-CHAIR SELBIG MADE A MOTION TO ADJOURN AT 8:30 P.M. MOTION SUPPORTED BY COMMISSIONER GREENWAY. AYES ALL, MOTION CARRIED.

MINUTES
REGULAR MEETING OF THE
DOWNTOWN DEVELOPMENT AUTHORITY/MAIN STREET
CITY OF OWOSSO
MAY 5, 2021 AT 7:30 A.M.

CALL TO ORDER: The meeting was called to order by Chairman Dave Acton at 7:30 A.M.

ROLL CALL: Was taken by Recording Secretary Debbie Hebert

MEMBERS PRESENT: Chairman Dave Acton, Vice-Chairman Bill Gilbert, Commissioners: Josh Ardelean, Jon Moore, Lance Omer and Susan Osika.

MEMBERS ABSENT: Commissioners Ken Cushman

OTHERS PRESENT: Josh Adams, DDA Director

AGENDA: IT WAS MOVED BY AUTHORITY MEMBER MOORE AND SUPPORTED BY AUTHORITY MEMBER OSIKA TO AMEND THE AGENDA TO INCLUDE "SOCIAL DISTRICT" AS A TOPIC OF DISCUSSION UNDER: ITEMS OF BUSINESS - #5.

AYES: ALL. MOTION CARRIED.

MINUTES: IT WAS MOVED BY AUTHORITY MEMBER MOORE AND SUPPORTED BY AUTHORITY MEMBER GILBERT TO APPROVE THE MINUTES FOR MEETING HELD APRIL 7, 2021.

AYES: ALL, MOTION CARRIED.

PUBLIC COMMENTS: None

ITEMS OF BUSINESS:

1) **CHECK REGISTER** – Entries were reviewed. An overpayment of TIF revenue was reimbursed. Adams was asked to include a detail of the charge card expenses in future reports.

IT WAS MOVED BY AUTHORITY MEMBER GILBERT, SUPPORTED BY AUTHORITY MEMBER OSIKA TO APPROVE THE CHECK REGISTER FOR APRIL, 2021 AS PRESENTED.

AYES: ALL. MOTION CARRIED.

2) **Budget Report - Discussion-** The current budget report shows nothing different than reported previous month. Next month's budget report will offer transfers in line items.

3) Shia Cash Reports – Reports did not arrive in time for this meeting. Information was gathered from the Chamber’s Dashboard showing \$2,400 in purchases of Shia Cash. \$19,000 is still in circulation. DDA has not received the once per month recognition as noted in agreement with the Chamber.

IT WAS MOVED BY AUTHORITY MEMBER OSIKA, SUPPORTED BY AUTHORITY MEMBER ARDELEAN TO DIRECT ADAMS TO FOLLOW-UP WITH THE CHAMBER OF COMMERCE TO ADHERE TO THE AGREEMENT TO PROMOTE THE DDA ONE TIME PER MONTH IN EXCHANGE FOR ONE-TIME SPONSORSHIP.

AYES: ALL. MOTION CARRIED.

4) Director Performance Review Development – Discussion

Chairman Acton and Vice-Chairman Gilbert have met and developed topics based on Director Adams Role Description. The board will discuss these topics in a live discussion with Director Adams after the June 2nd board meeting. A summary will be provided to the board prior to the meeting in preparation for the discussion.

A selection of City Staff, Business Owners, Chamber of Commerce, SEDP, Michigan Mainstreet and National Mainstreet was shared with the board with an opportunity to add or delete any participants listed. Each participant will be sent a written questionnaire to be followed up by a phone call to obtain their responses relating to Director Adams effectiveness in carrying out his Role Description.

5) Downtown Commons Social District - Discussion

The opening of the Social District was not able to begin May 1st as planned. Supplies and banners were delayed. Discussion focused on further information needed to assist with the understanding of the guidelines of the Social District. A press release will highlight the opening of Downtown Commons on May 22, 2021 accompanied by clear communication of the guidelines.

COMMITTEE UPDATES:

1) Design and Business Vitality –

Historic plaques to be mounted on buildings in the downtown area have been created with information unique to each building.

The committee reviewed the entire streetscape and beautification process about to begin. Sunburst Gardens will be refurbishing 18 flowerbeds. Doug Peterson Landscaping’s contracts for weed removal and mowing were reviewed. Hanging baskets will be arriving in a couple of weeks. Double baskets (8) hangers are in the design phase. Farmers Garden Greenhouse has contracted to provide hanging baskets along with Everlastings in the Wildwood creating 16 baskets (two per pole) on Washington/Main and Water/Main.

Moveable flower pots will be ordered for Woodard Place pocket park, paint the gate, sign will be rehung. Umbrellas will be placed on the tables. Park will be freshened up.

An upcoming discussion with Retriever Solutions will be held to target specific areas for placement of security cameras.

EV Charging Stations update: City signed easement for transformer areas. The new transformer installation is being added to Consumers Schedule however, a date has not been provided. Future Energy is coordinating their efforts with Consumers Energy. The subcommittee may start meeting to address and share information as it evolves.

Two revolving loan applications will be reviewed by the board in the next meeting.

- 2) **Promotion & Outreach** – Committee will meet later in month of May. The Art Walk process is beginning. Vintage Motorcycle Days will be held this year by that organization.

This year's downtown cleanup event was a great success having the largest cleanup group that has ever volunteered. Much was accomplished.

Promotion of the Amphitheater Concert Series will begin.

Sidewalk Sales will take place the 3rd weekend of July taking place on the 16th, 17th and 18th. Information will be sent to business owners.

- 3) **Business Owners Committee** – Continuing to obtain input for future meeting dates, times and content. Businesses are being visited and personal messages are being sent.

BOARD CONTINUING EDUCATION/INFORMATION:

Director Adams attended some virtual presentations of the conference along with participating as a speaker. The next National Main Street Conference in May, 2022 will be held in Richmond, Virginia in May, 2022. Board Members expressed an interest in attending.

Director Update: See attached report.

PUBLIC COMMENTS: None

BOARD COMMENTS:

Oskika requested that downtown trash bins be monitored for consistent overflow. Director Adams will request to have Kelly Refuse dump on Monday mornings. The overflow is primarily due to Farmers Market on Saturdays. Gilbert's Hardware will donate 30 trash cans with liners to be placed throughout the Farmers Market. Volunteers will empty the cans to be disposed of in specified dumpsters: Gilbert's Hardware and DDA.

Shiawassee Arts Council will be promoting their 100th birthday reported Osika. She also noted a sign out of compliance with ordinances to be handled thru the city's Code Enforcement office.

Ardelean asked if downtown striping of parking spaces will be done. Director Adams was aware of the task being planned by DPW to occur soon.

Oskika shared the need to have City of Owosso maps available to distribute to visitors coming into Owosso. Director Adams noted that revisions have recently been accomplished, will be going to print and available the 2nd week. Of May.

ADJOURNMENT: IT WAS MOVED BY AUTHORITY MEMBER MOORE AND SUPPORTED BY AUTHORITY MEMBER ARDELEAN TO ADJOURN AT 9:05 A.M.

AYES: ALL. MOTION CARRIED.

RECENT ACTIVITY “AT-A-GLANCE”

Item	Activity
Social Districts	Social District is approved by LARA. Two of the three bars have completed the permitting for the district. Signage & Cups have been ordered. Pending sign installation. Tentative start date of Saturday 5/8.
Quote Development & Submission	Complete; All summer maintenance contracts chosen.
Volunteer Owosso	Event Complete - The Director was able to meet 15 new possible volunteers and two church congregations. This will translate into many new volunteers for events, tasks, & committees.
Downtown Cleanup	Event Complete - we had over 50 volunteer join in this event and help cleanup the entire downtown. Many people that we talked with during the Volunteer Owosso event came to the cleanup.
Streetscape Bids	Complete; Pending OMS/DDA and then city Council Approvals
Woodard Place Repairs	All concrete work is complete; new flower containers need to be purchased; the whole pocket park will be restored this spring
Match on Main	OMS/DDA was awarded a \$25k Match on Main grant for Gilbert's Hardware & Appliance for their new building addition; Pending final grant agreement documents.
Board Member Recruitment	The Mayor has submitted Brianna Carroll & Eric Lab to the Clerk to be approved by City Council. They will start during the June meeting. This will give us a full board of directors.
Michigan Main Street Vibrancy Grant	Director submitted a grant application to help with streetscape improvements. Total grant request is \$20,000.00. Grant awards will be announced on May 21st.
EV Charging Station	City Council approved easement; pending Gilbert's easement signature; Consumer power has scheduled transformation installation; Future Energy will schedule install after all easements are signed; EV Sub-Committee will start up in mid-May
Entrepreneurial Ecosystem & R2R	R2R Meeting Scheduled for Monday 5/24; Entrepreneurial Ecosystem Meeting scheduled for Tuesday 6/8.
Website Updates	Social District Information will be loaded onto the site this month (May). The event calendar for Summer activities will be up this month (May) as well.
Shopping Website	AZEE Business Solution is creating an on-boarding process for business owners. Businesses will start to be uploaded onto the website in mid-May.
Notion Platform Development	New Notion Platform is up. All work plans & volunteer information is imported. Step by step sign-in directions have been sent to board & committee members. This application will start being used at the committee level.
Business Owners Meetings	Continuing to get business owner input of future meeting dates, times, and content. Visiting businesses and sending personal messages = will be completed by late-May
Property Development Funding	Working with current, new & prospective property owners with Revolving Loan and State Grant injuries. These efforts are ongoing.
Fund Generation & Volunteer Recruitment	A meeting with the new leaders of this Committee will be on Tuesday, May 25th.



OUTREACH



DESIGN



EVENTS



ECONOMIC VITALITY

BOARD INITIATIVES:

2020/2021 STRATEGIC PLANNING INITIATIVE REMINDER:

During the Board Retreat the Board determined that two board-level initiatives should take place over the next year. They are as follows:

1. Develop a comprehensive volunteer recruitment & retention strategy that increases the capacity of the overall program; and
2. Develop a fund generation structure/program (in addition to DDA & TIF funding) that secures adequate financial resources for building program capacity.

CUSTOMER SERVICE TRAINING:

- Another large discussion during the Board Retreat was the need for district-wide customer service training. The Board agreed to research and work with local stakeholders to organize this training for all downtown businesses.
- After a brief discussion with the City Manager, there is interest to have all city staff to take part in this training as well. This will aid in our RRC process.
- It would be beneficial to start discussing a plan of action on this initiative.

The Board has decided to continue these efforts into the 2021/2022FY.

DIRECTOR-LED INITIATIVES:

WORK PLANS:

- 2020/2021 Modified Work Plans have been imported into Notion Platform for committees to use.
 - This app will start being used at the Committee Level in June 2021.

MATCH ON MAIN:

- Two MOM applications were submitted during the 2021 round.
- OMS/DDA was awarded a \$25k Match on Main grant for Gilbert's Hardware & Appliance for their new building addition; Pending final grant agreement documents.

OMS/DDA WEBSITE:

- The website has been updated.
- New calendar updates will occur in May 2021
- All Social District info will be uploaded to the website in May 2021.
- The Director will continue to pursue funding for new additions to the site including a curated day-trip option, an interactive directory, and a better calendar option.



SECURITY CAMERAS:

- OMS/DDA is still pending Retriever Solutions to schedule installation of all cameras
- All locations have been selected and all access has been acquired.
- OMS/DDA Director can email board members camera locations if requested.

Director Speaking Events:

- The Director is working with the National Main Street Center in teaching Main Street's throughout the country to discover and implement Transformation Strategies within their districts.
 - The Director spoke with all of the Main Street communities in Wyoming.
 - On November 10th, the director spoke with the directors within South Carolina.
 - In December, the Director was a speaker during a new manager training to new Main Street Directors throughout Michigan.
 - The Director is a speaker during the 2021 National Main Street Conference.

Director Advocacy/Impact:

The National Main Street Center is encouraging local directors to start measure the impact that they have on their local communities. Reviewing data, the following is the financial impact the Director's office has had in revitalization since 2013:

- Since 2013 the Director's office has generated (through networking stakeholders with national tax incentive programs; advocating for Downtown Owosso's program at a national & state level; and applying for State grants & services) \$2,575,222.00 for downtown revitalization efforts.
- That breaks down to \$367,888.86 per year. The Director's services (and subsequent salary) make a return on investment of 5.9 times per year. Meaning, the Director's leadership efforts "5-tuple" the OMS/DDA Board's & City's investment in that position.

DESIGN & BUSINESS VITALITY

REVOLVING LOAN/GRANT PROGRAM:

- The current balance of the RLF is \$429,864.60 (*as of 3/16/21*)
- One applications are in the pipeline for review by the Revolving Loan Committee.
- The Director is also looking into a possible Fire Suppression utility connection solution with a local property owner.

ENTREPRENEURIAL ECOSYSTEM (EE) SUB-COMMITTEE:

- A Ready to Recruit meeting will take place on Monday, May 24th
- An Entrepreneurial Ecosystem meeting will take place on Tuesday, June 8th.

STREETSCAPE TASK FORCE & BEAUTIFICATION TASK FORCE PROJECTS::

- Flowerbed Repair & Replace Bids have been received and a vendor has been approved.
- The Director will be meeting with DPW and Sunburst Gardens on Thursday, May 6th to coordinate the summer work schedule.



OUTREACH



DESIGN



EVENTS



ECONOMIC
VITALITY

HIGH CAPACITY EV CHARGING STATIONS:

- Consumers Power is completed easement contracts for the underground electric lines & transformer install.
- Once easements are signed, the EV Station Sub-Committee will oversee station completion.
- Consumers Power has scheduled the transformer installation.
- Future Energy will be updating us on all installation activities - we should get a formal schedule by mid-May
- The EV Sub-Committee will start meeting in mid-May.

CLG SUB-COMMITTEE:

- This Sub-Committee met in April and is scheduling another meeting in late May.
- Steve Teich - chairman of the Downtown Historic District Commission will be the leader of this sub-committee.
- This Sub-Committee will be a coalition of OMS/DDA, OHC, HDC, & SAC to promote historic preservation throughout the city. This helps meet the CLG requirements we have with the State Historic Preservation Office.

WAY-FINDING TASK FORCE:

- A select sub-committee has met and develop a digital way-finding system for downtown. The main thing needed for to implement this program is to find sponsorships to purchase the hardware needed.
- Regular meetings are postponed until a method to raise funds for implementation is found.

PROPERTY DEVELOPMENT:

- The OMS/DDA Director is in continuing conversations with new and old downtown property owners regarding the redevelopment of their buildings. The below projects are actively working together with the OMS Director, the City and MEDC to find the best path for redevelopment. Some conversations at this point are confidential but the properties I can mention are:
 - Ludington Electric Property - project under final review with MEDC
 - The former City Club Building - in initial conversations with MEDC; property owner is pursuing the State Historic Tax Credit
 - Ruesswood Property - MEDC Application has been submitted to the property owner's consultant for review
 - The Matthews Building - all legally required compliance activities have been completed. The Director is working with the property owner to get a timeline for future development activities.
 - Owosso Middle School - in conversation with MSHDA. The Director is scheduling a meeting with the developers in late-April.



PROMOTION & OUTREACH

UPCOMING EVENTS:

- There are no OMS/DDA events scheduled until late summer.
- The Vintage Motorcycle Days committee will start meeting & planning their August event starting on May 27th.
- The Promotion Committee is planning the 2021 Artwalk event.
- Other Events:
 - Curwood Festival is happening this June
 - Thursday Night Amphitheater Concerts will be happening this summer
 - Friends of the Shiawassee River “Shi-Tri” Event will be taking place this summer
 - Aviator Jayne will be conducting a vendor market in Curwood Castle Park in late-August

VOLUNTEER RECRUITMENT:

- Recruitment Activities were postponed due to COVID.
- The Volunteer Owosso Event took place at Foster Coffee on April 10th to aid in volunteer recruitment. The Director was able to meet 15 new possible volunteers and two church congregations. This will translate into many new volunteers for events, tasks, & committees.
- A Volunteer Party should be planned once COVID restrictions are lifted. A lead for this event has been found and planning will start in late-May.

“PROGRAM PARKING-LOT”

OMS WORK PLAN DEVELOPMENT:

- Work Plan Parking-Lot” - meaning that they are waiting for a Work Plan Leader. Committee Chairs are currently looking for leaders for these projects. Work Plans are:
 - Downtown Workshops
 - Downtown Business Videos
 - Downtown Discussions
 - Open Streets Owosso

OTHER PROJECT IDEAS:

- Business Education Team - there has been discussion about forming a team of business owners that would volunteer their services to work with new business owners.

NOTE: THIS REPORT DOES NOT COMMUNICATE THE OTHER PROJECTS/RESPONSIBILITIES THE OMS/DDA DIRECTOR IS IN CHARGE OF WITH THE FOLLOWING DEPARTMENTS (PER HIS MOU WITH THE CITY):

- DOWNTOWN HISTORIC DISTRICT COMMISSION
- CERTIFIED LOCAL GOVERNMENT DESIGNATION UPKEEP
- ADDITIONAL COMMUNITY DEVELOPMENT ACTIVITIES
 - RENTAL REHAB PROGRAM
 - FACADE GRANT PROGRAM
 - STATE CDGB & CRP PROGRAM OVERSIGHT





OWOSSO HISTORICAL COMMISSION
THE CURWOOD COLLECTION

Regular Meeting of the Owosso Historical Commission

Minutes of May 10, 2021 – 6:00 P.M.

PRESIDING OFFICER: Dave Acton – Chair

MEMBERS PRESENT: Chair Dave Acton, Vice Chair Mark Erickson, Commissioner Gary Wilson, Commissioner Deb Adams, Mayor Pro Tem Osika, Commissioner Albert Martenis

MEMBERS ABSENT:

VICE CHAIR ACTON CALLED THE MEETING TO ORDER AT 6:00 P.M.

APPROVE MINUTES – April 12, 2021

Motion by Wilson to approve with corrections

Supported by Adams

Passed by voice vote

APPROVE AGENDA

Motion by Osika to approve the agenda

Supported by Martenis

Passed by voice vote

ITEMS OF BUSINESS

1. **Curwood Festival Volunteers:** Ms. Grace explained that the Curwood Board does not require the OHC to provide volunteers as a participating organization. However, the volunteer list is open for people to staff the Castle and Comstock Cabin.
 - a. Ms. Grace will provide volunteer schedule to Commission.
 - b. No official action needed.

FINANCIAL REVIEW AND DISCUSSION

Henne updated the Commission on the monthly financial reports and provided details on specific monthly expenses related to Gould House maintenance. Ms. Grace updated the Commission on the latest Castle gift shop revenue since reopening.

- Moved by Osika, supported by Erickson to purchase items for the Castle gift shop.
- Motion passed by voice vote

Henne will work with city staff and Ms. Grace to order gift shop items.

PUBLIC COMMENT PERIOD

Henne explained that the items reference in a letter from a local donor were located and the city spoke to Attorney McClear on what she might want the OHC to do with the items. A letter acknowledging the donation was sent by Ms. Grace.

COMMISSIONER COMMENTS

Erickson updated the Commission on the possible Castle ornament partnership with the Shiawassee Arts Council. The cost to manufacture the ornaments is more expensive than previously thought. The Commission discussed the matter and decided to sell them at the Castle for SAC if needed.

Henne updated the commission on the Gould House survey results. The Commission discussed the possibility of having event space as well as display historic and cultural items at the same time.

Henne updated the Commission on the Gould House bids. The MCACA grant schedule will not allow for the Gould House exterior project to be grant funded. However, mechanical units of the Gould House and Castle. Henne also explained that the city fire marshal is concerned about the condition of the second floor windows of the Gould House.

- Moved by Osika to recommend City Council accept Gould House bid from Moore Trosper without the handicap ramp.
- Supported by Erickson with a note that the porch repair will be done in such a way to accommodate a future handicap ramp.
- Motion passed by voice vote.

Wilson asked about the fire marshal's concerns about the 2nd floor Gould House windows and volunteered to help unstick and repair the windows.

ADJOURNMENT

Osika moved to adjourn the meeting. Wilson supported. Voice vote was unanimous to adjourn the meeting at 7:05 P.M.

MINUTES FOR
REGULAR MEETING
OWOSSO HISTORIC DISTRICT COMMISSION
Thursday, May 20, 2021 6:00 p.m.

MEETING CANCELED DUE TO LACK OF QUORUM.

**MINUTES
REGULAR MEETING OF THE OWOSSO PLANNING COMMISSION
VIRTUAL MEETING
Monday, May 24, 2021 – 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: Recording Secretary Tanya Buckelew

MEMBERS PRESENT: Chairman Wascher, Vice-Chair Livingston, Commissioners Law, Morris, Robertson

MEMBERS ABSENT: Secretary Fear, Commissioners Jenkins, Taylor, Yerian

OTHERS PRESENT: Nathan Henne, City Manager, Justin Sprague, CIB Planning

APPROVAL OF AGENDA:

MOTION BY VICE-CHAIR LIVINGSTON, SUPPORTED BY COMMISSIONER ROBERTSON TO APPROVE THE AGENDA FOR May 24, 2021.

YEAS ALL. MOTION CARRIED.

APPROVAL OF MINUTES:

MOTION BY COMMISSIONER MORRIS SUPPORTED BY VICE-CHAIR LIVINGSTON TO APPROVE THE MINUTES FOR THE April 26, 2021 MEETING.

YEAS ALL. MOTION CARRIED.

PUBLIC HEARINGS: NONE

OLD BUSINESS: NONE

NEW BUSINESS: Resolution of Adoption – Master Plan

Justin Sprague discussed the changes made from the last meeting's comments – removed the M-21 diet plan, removed Vanguard site as a potential future project, added language to the last paragraph on page 5, changes map names and completed the action table.

**CITY OF OWOSSO
PLANNING COMMISSION
RESOLUTION OF ADOPTION
MASTER PLAN UPDATE**

WHEREAS, Michigan Public Act 33 of 2008, as amended, the Michigan Planning Enabling Act, provides for the preparation of a Master Plan for the physical development of the municipality, with the general purpose of guiding and accomplishing development of the municipality and its environs that is coordinated, adjusted, harmonious, efficient and economical; considers the character of the planning jurisdiction and its suitability for particular uses, judged in terms of such factors as trends in land and population development; will, in accordance with present and future needs, best promote public health, safety, morals, order, convenience, prosperity, and general welfare; includes, among other things, promotion of or adequate provision for 1 or more of the following: 1) system of transportation to

lessen congestion on streets; 2) safety from fire and other dangers; 3) light and air; 4) healthful and convenient distribution of population; 5) good civic design and arrangement and wise and efficient expenditure of public funds; 6) public utilities such as sewage disposal and water supply and other public improvements; 7) recreation; and 8) the use of resources in accordance with their character and adaptability; and

WHEREAS, development of a future land use plan is pivotal in accommodating development in an organized manner while retaining its unique characteristics and promoting economic development; and

WHEREAS, the updated Master Plan is needed to address the documented public health, safety and welfare concerns with un-managed growth and an incompatible mixture of land uses; and

WHEREAS, a Master Plan update was necessary to respond to changing land use conditions in the City, changes related to the desire to protect the City of Owosso's various neighborhoods, the need to provide a high quality of life for its residents, and offer residents and businesses the needed services and support to be successful; and

WHEREAS, a Master Plan is important to provide a sound basis for zoning, other related regulations, and community investments; and

WHEREAS, the planning process involved analysis of existing conditions and an analysis of the basic needs of the current and future population; and

WHEREAS, the planning process included a public hearing to allow opportunity for the public to comment and to respond to the draft plan; and

WHEREAS, the plan contains recommendations for future land use arrangement and density, neighborhoods, multi-modal transportation improvements, community facilities improvements, natural feature preservation, and specific sub-area plans to guide growth and development; and

WHEREAS, the plan includes implementation strategies and responsibility for completion of each recommendation to ensure the plan is able to be accomplished; and

WHEREAS, the City of Owosso complied with required plan development steps of notifying and involving surrounding communities and outside agencies; and

WHEREAS, the Owosso City Council has also asserted their right to also adopt the plan; and

WHEREAS, a public hearing was held on the Master Plan update amendment on April 26, 2021 to formally receive community input.

NOW THEREFORE, BE IT RESOLVED, that the City of Owosso's Planning Commission adopts the City of Owosso's Master Plan, in accordance with Section 43 of Michigan Public Act 33 of 2008, as amended.

MOTION BY COMMISSIONER ROBERTSON, SUPPORTED BY VICE-CHAIR LIVINGSTON TO ADOPT THE CITY OF OWOSSO MASTER PLAN

YEAS: VICE-CHAIR LIVINGSTON, COMMISSIONERS LAW, MORRIS, ROBERTSON, CHAIRMAN WASCHER

NAYS: NONE

RCV Motion Carried

I, Janae Fear, Planning Commission Secretary, for the City of Owosso, Michigan do hereby certify the foregoing to be a true copy of a resolution duly adopted by the City of Owosso Planning Commission at the regular meeting held on the May 24, 2021.

Janae Fear, Planning Commission Secretary

OTHER BOARD BUSINESS: NONE

PUBLIC COMMENTS AND COMMUNICATIONS: NONE

ADJOURNMENT:

**MOTION BY COMMISSIONER MORRIS SUPPORTED BY VICE-CHAIR LIVINGSTON TO
ADJOURN AT 6:40 P.M. UNTIL THE NEXT MEETING ON June 28, 2021.**

YEAS ALL, MOTION CARRIED.

Janae Fear, Secretary