



## MEMORANDUM

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DATE: February 12, 2018

TO: Owosso City Council

FROM: Glenn Chinavare, Director of Public Services & Utilities

SUBJECT: Harding Avenue Resurfacing – Special Assessment Resolution No 2

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

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

Step One/Resolution No. 1 identifies the special assessment district(s), directs the city manager to estimate project costs and the amounts to be specially assessed, and determines the life of the proposed improvements. Resolution No. 1 for the proposed improvement was approved by City Council at its **September 18, 2017** 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 **February 20, 2018** for the proposed improvement setting a public hearing for Monday, March 5, 2018.

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

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

**Harding Avenue, Public Street, from N. Chipman Street to Hanover Street**

**Special Assessment Resolution No. 2 for Harding Avenue**

Special Assessment District No. 2018-03

**Harding Avenue, a Public Street, from Chipman Street to Hanover Street**

**RESOLUTION NO.**

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

**Harding Avenue, a Public Street, from N. Chipman Street to Hanover 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 \$236,251.30 and determines that \$52,804.45 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 \$183,446.85 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, March 5, 2018 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:

**Harding Avenue, a Public Street, from N. Chipman Street to Hanover 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, March 5, 2018 for the purpose of hearing any person to be affected by the proposed public improvement.

HARDING AVE. CHIPMAN TO HANOVER  
SOUTH SIDE

SPECIAL ASSESSMENT ROLL

ADDRESS NO.	STREET	ROLL NUMBER	FRONT FOOTAGE	CORNER LOT DISCOUNT	ASSESSABLE FRONT FEET	FRONT FOOT RATE	AMOUNT OF ASSESSMENT
912	CHIPMAN	690-006-002	75	0.75	56.25	\$30.14	\$1,695.38
1207	HARDING	690-006-003	90	1	90	\$30.14	\$2,712.60
721	WILLOW SPRING	690-006-001	132	0.75	99	\$30.14	\$2,983.86
720	WILLOW SPRING	690-000-016	191	0.75	143.25	\$30.14	\$4,317.56
1111	HARDING	960-000-017	134	1	134	\$30.14	\$4,038.76
1109	HARDING	690-000-018	134	1	134	\$30.14	\$4,038.76
1105	HARDING	690-000-014	151.5	1	151.5	\$30.14	\$4,566.21
1004	HARDING	690-000-019	37.63	0.75	28.22	\$30.14	\$850.63
1000	HARDING	690-000-020	0	1	0	\$30.14	\$0.00
			945.13		836.22		\$25,203.75

Note: 1004 Harding Total footage is 49.5' used 37.63'

Note: 1000 Harding has no footage on the street

NORTH SIDE

ADDRESS NO.	STREET	ROLL NUMBER	FRONT FOOTAGE	CORNER LOT DISCOUNT	ASSESSABLE FRONT FEET	FRONT FOOT RATE	AMOUNT OF ASSESSMENT
1000	CHIPMAN	590-000-012	132	0.75	99	\$30.14	\$2,983.86
1212	HARDING	590-000-011	70	1	70	\$30.14	\$2,109.80
1208	HARDING	590-000-010	105	1	105	\$30.14	\$3,164.70
1126	HARDING	590-000-009	105	1	105	\$30.14	\$3,164.70
1124	HARDING	590-000-008	70	1	70	\$30.14	\$2,109.80
1122	HARDING	590-000-007	70	1	70	\$30.14	\$2,109.80
1118	HARDING	590-000-006	70	1	70	\$30.14	\$2,109.80
1116	HARDING	590-000-005	70	1	70	\$30.14	\$2,109.80
1114	HARDING	590-000-004	105	1	105	\$30.14	\$3,164.70
1108	HARDING	590-000-002	102.25	1	102.25	\$30.14	\$3,081.82
1104	HARDING	590-000-001	66	0.75	49.5	\$30.14	\$1,491.93
			965.25		915.75		\$27,600.71

HARDING

SPECIAL ASSESSMENT ROLL

ENGINEER'S ESTIMATE		\$131,991.40		
CITY SHARE	60%	\$79,194.84		
LAND OWNER	40%	\$52,796.56	AMOUNT ASSESSMENT	\$52,804.45
	TOTAL	\$131,991.40		
			TOTAL	
ASSESSABLE FRONT FOOT		1751.97		
FRONT FOOT RATE		\$30.14		

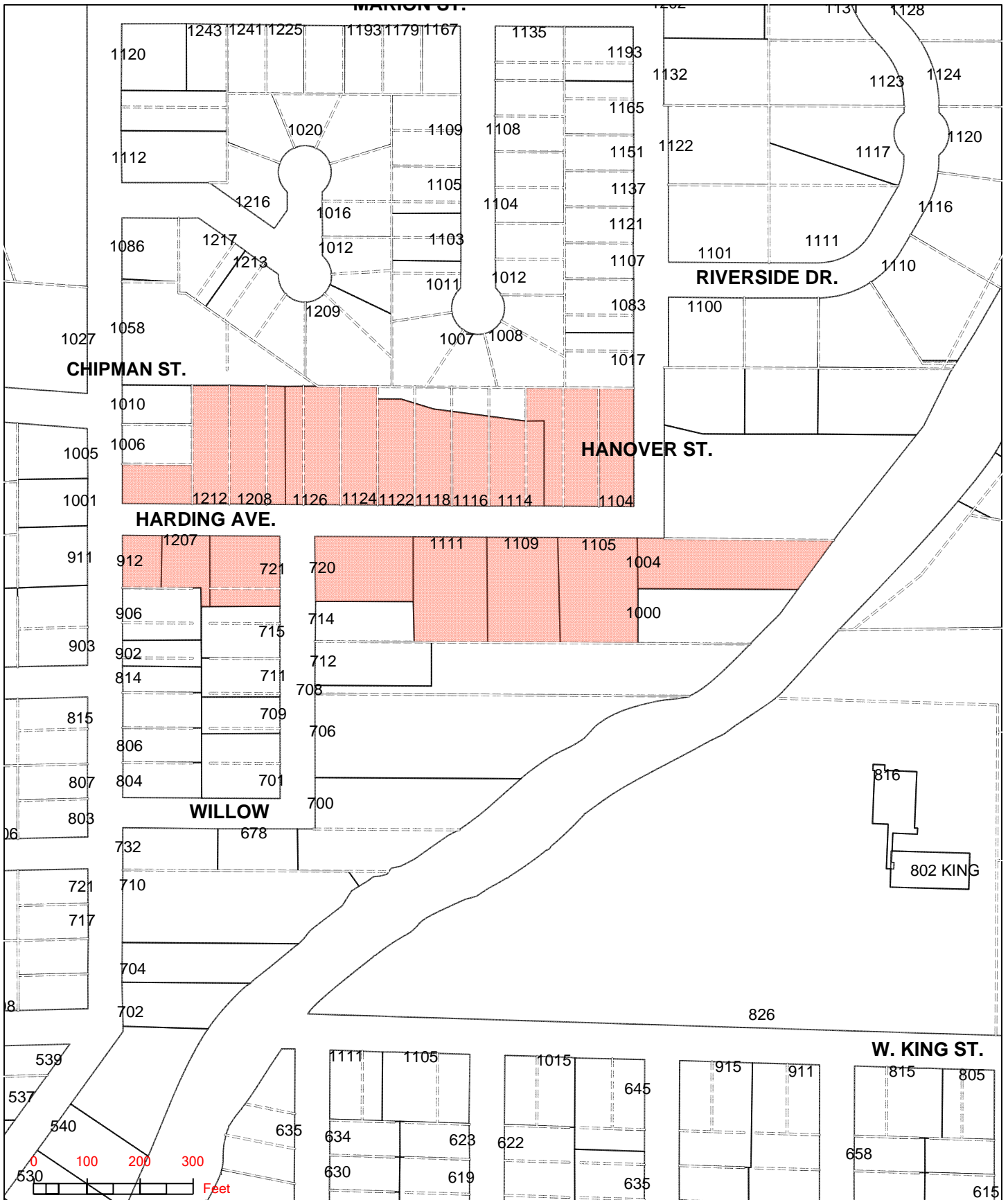
29-Jan-18  
HARDING AVE ENGINEER'S ESTIMATE

WORK ITEM	UNIT	QUANTITIES	UNIT PRICE	AMOUNT	ELIGIBLE AMOUNT	CITY COST 60%	ASSESSMENT AT 40% 4" RULE
MOBILIZATION, MAX_____	LSUM	0.27	\$ 41,500.00	\$ 11,205.00	\$ 11,205.00	\$ 6,723.00	\$ 4,482.00
DR STRUCTURE, REM	EA	8.00	\$ 350.00	\$ 2,800.00			
SEWER, REM, LESS THAN 24 INCH	LFT	118.00	\$ 10.00	\$ 1,180.00			
CURB AND GUTTER, REM	LFT	330.00	\$ 7.00	\$ 2,310.00	\$ 2,310.00	\$ 1,386.00	\$ 924.00
PAVT, REM	SYD	33.00	\$ 8.00	\$ 264.00			
SUBGRADE UNDERCUTTING, TYPE II	CYD	50.00	\$ 25.00	\$ 1,250.00			
MACHINE GRADING, MOD	STA	21.00	\$ 700.00	\$ 14,700.00			
EROSION CONTROL, INLET PROTECTION, FABRIC DROP	EA	9.00	\$ 100.00	\$ 900.00			
MAINTENANCE GRAVEL	TON	150.00	\$ 25.00	\$ 3,750.00			
SANITARY SERV CONFLICT	EA	1.00	\$ 1,500.00	\$ 1,500.00			
DR STRUCTURE, TEMP LOWERING	EA	4.00	\$ 250.00	\$ 1,000.00	\$ 1,000.00	\$ 600.00	\$ 400.00
HMA SURFACE, REM	SYD	3921.00	\$ 3.00	\$ 11,763.00	\$ 11,763.00	\$ 7,057.80	\$ 4,705.20
AGGREGATE BASE, 6 INCH, MOD	SYD	3924.00	\$ 12.00	\$ 47,088.00			
GEOTEXTILE SEPARATOR	SYD	3924.00	\$ 1.50	\$ 5,886.00			
SEWER, SDR-26, 10 INCH, TRENCH DET B-MOD	LFT	185.00	\$ 40.00	\$ 7,400.00			
SEWER, SDR-26, 12 INCH, TRENCH DET B-MOD	LFT	113.00	\$ 45.00	\$ 5,085.00			
DR STRUCTURE COVER, ADJ, CASE 1	EA	4.00	\$ 475.00	\$ 1,900.00	\$ 1,900.00	\$ 1,140.00	\$ 760.00
DR STRUCTURE. ADJ, ADD DEPTH	FT	3.00	\$ 325.00	\$ 975.00			
DR STRUCTURE COVER, EJ 1060	EA	3.00	\$ 600.00	\$ 1,800.00	\$ 1,800.00	\$ 1,080.00	\$ 720.00
DR STRUCTURE COVER, EJ 1120 W/ GASKET SEAL	EA	4.00	\$ 650.00	\$ 2,600.00	\$ 2,600.00	\$ 1,560.00	\$ 1,040.00
DR STRUCTURE COVER, EJ 7000	EA	5.00	\$ 700.00	\$ 3,500.00			
DR STRUCTURE, 36 INCH DIA. MOD	EA	5.00	\$ 1,400.00	\$ 7,000.00			
DR STRUCTURE, 48 INCH DIA. MOD	EA	3.00	\$ 1,800.00	\$ 5,400.00			
HMA, 2C	TON	707.00	\$ 65.00	\$ 45,955.00	\$ 38,295.83	\$ 22,977.50	\$ 15,318.33
HMA, 5E3	TON	353.00	\$ 73.00	\$ 25,769.00	\$ 25,769.00	\$ 15,461.40	\$ 10,307.60
DRIVEWAY, NONREINF CONC, 6 INCH	SYD	33.00	\$ 45.00	\$ 1,485.00			
CURB AND GUTTER, CONC, DET F4, MOD	LFT	330.00	\$ 20.00	\$ 6,600.00	\$ 6,600.00	\$ 3,960.00	\$ 2,640.00
MINOR TRAF DEVICES	LSUM	0.27	\$ 25,000.00	\$ 6,750.00	\$ 6,750.00	\$ 4,050.00	\$ 2,700.00
BARRICADE, TYPE III, HIGH INTENSITY, FURN & OPER	EA	4.00	\$ 100.00	\$ 400.00			
PLASTIC DRUM, HIGH INTENSITY, FURN & OPER	EA	40.00	\$ 20.00	\$ 800.00			

WORK ITEM	UNIT	QUANTITIES	UNIT PRICE	AMOUNT	ELIGIBLE AMOUNT	CITY COST 60%	ASSESSMENT AT 40% 4" RULE
SIGN, TYPE B, TEMP, PRISMATIC, FURN & OPER	SFT	63.66	\$ 5.00	\$ 318.30			
TRAF REGULATOR CONTROL	LSUM	0.27	\$ 5,000.00	\$ 1,350.00			
TURF ESTABLISHMENT, PERFORMANCE	SYD	1000.00	\$ 5.00	\$ 5,000.00			
SIGN, TYPE III, REM	EA	10.00	\$ 10.00	\$ 100.00			
SIGN, TYPE III, ERECT, SALV	EA	10.00	\$ 40.00	\$ 400.00			
POST, STEEL, 3 POUND	FT	10.00	\$ 6.00	\$ 60.00			
SUB TOTALS				\$ 236,251.30	\$ 109,992.83	\$ 65,995.70	\$ 43,997.13
ENGINEERING AT 15% ASSESSABLE COST					\$ 16,498.93	\$ 9,899.36	\$ 6,599.57
ADMINISTRATIVE AT 5% ASSESSABLE COST					\$ 5,499.64	\$ 3,299.79	\$ 2,199.86
GRAND TOTALS					\$ 131,991.40	\$ 79,194.84	\$ 52,796.56



# OWOSSO



HOWARD FROM CHIPMAN TO HANOVER