



MEMORANDUM

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

DATE: March 13, 2018

TO: Owosso City Council

FROM: Glenn Chinavare, Director of Public Services & Utilities

SUBJECT: Howard Street Reconstruction – 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. **Howard Street, from Washington Street to 150' east of Park Street**, is proposed by the city for street reconstruction. Property owners are then specially assessed to cover the cost of the proposed improvement. Past practice has been to assess property owners along the street 40% of the proposed benefit and the remaining 60% to the community at large. Each property owner can pay an assessment in one lump sum or in installments over the multi-year period (the period being determined by the amount of the average assessment).

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

Step One/Resolution No. 1 identifies the special assessment district(s), directs the city manager to estimate project costs and the amounts to be specially assessed, and determines the life of the proposed improvements. Resolution No. 1 for the proposed improvement was approved by City Council at its **September 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 **March 19, 2018** for the proposed improvement, setting the public hearing for Monday, April 2, 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, setting the hearing of necessity for Monday, April 2, 2018:

Howard Street, a Public Street, from Washington Street east to 150' east of Park Street

Special Assessment Resolution No. 2 for Howard Street

Special Assessment District No. 2018-04

Howard Street, a Public Street, from Washington Street to 150' east of Park Street

RESOLUTION NO.

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

**Howard Street, a Public Street, from Washington Street to 150' east of Park Street;
Street Reconstruction**

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 \$311,639.70 and determines that \$56,322.10 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 \$255,317.60 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, April 2, 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:

Howard Street, Public Street, from Washington Street to 150' east of Park Street

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

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, April 2, 2018 for the purpose of hearing any person to be affected by the proposed public improvement.

PROPOSED DISTRICT NO. 2018-04
HOWARD ST - FROM WASHINGTON TO 150' EAST OF PARK
ENGINEER'S ESTIMATE

1-Mar-18
HOWARD STREET ENGINEER'S ESTIMATE
WORK ITEM

UNIT	HOWARD QUANTITIES	UNIT PRICE	AMOUNT	ELLIGIBLE AMOUNT	CITY COST 60 PERCENT	ASSESSMENT AT 40% RESIDENTIAL	ASSESSMENT AT 40% COMMERCIAL
MOBILIZATION, MAX	LSUM 0.25	\$ 68,000.00	\$ 17,000.00	\$ 8,500.00	\$ 5,100.00	\$ 3,400.00	\$ 3,400.00
DR STRUCTURE, REM	EA 3.00	\$ 350.00	\$ 1,050.00				
SEWER, REM, LESS THAN 24 INCH	LFT 0.00	\$ 10.00	\$ -				
CURB AND GUTTER, REM	LFT 591.00	\$ 7.00	\$ 4,137.00	\$ 1,400.00	\$ 840.00	\$ 560.00	\$ 560.00
PAVT, REM	SYD 25.00	\$ 8.00	\$ 200.00				
SIDEWALK, REM	SYD 439.25	\$ 8.00	\$ 3,514.00				
SUBGRADE UNDERCUTTING, TYPE II	CYD 50.00	\$ 25.00	\$ 1,250.00				
MACHINE GRADING, MOD	STA 13.00	\$ 700.00	\$ 9,100.00				
EROSION CONTROL, INLET PROTECTION, FABRIC DROP	EA 3.00	\$ 100.00	\$ 300.00				
EROSION CONTROL, SILT FENCE	FT 50.00	\$ 2.00	\$ 100.00				
MAINTENANCE GRAVEL	TON 100.00	\$ 25.00	\$ 2,500.00				
APPROACH, CL II, LM	CYD 2.50	\$ 40.00	\$ 100.00	\$ 100.00	\$ 60.00	\$ 40.00	\$ 40.00
SEWER BULKHEAD, 12 INCH OR LESS	EA 0.00	\$ 300.00	\$ -				
SEWER BULKHEAD, 15 INCH OR LESS	EA 0.00	\$ 350.00	\$ -				
SEWER BULKHEAD, 18 INCH OR LESS	EA 0.00	\$ 400.00	\$ -				
SANITARY SERV CONFLICT	EA 1.00	\$ 1,500.00	\$ 1,500.00				
DR STRUCTURE COVER, TEMP LOWERING	EA 3.00	\$ 250.00	\$ 750.00	\$ 750.00	\$ 450.00	\$ 300.00	\$ 300.00
HMA SURFACE, REM	SYD 2098.00	\$ 3.00	\$ 6,294.00	\$ 6,294.00	\$ 3,776.40	\$ 2,517.60	\$ 2,517.60
COLD MILLING HMA SURFACE	SYD 0.00	\$ 3.00	\$ -				
SAWCUTTING	LFT 200.00	\$ 3.00	\$ 600.00				
AGGREGATE BASE, 6 INCH, MOD	SYD 2576.00	\$ 9.50	\$ 24,472.00				
AGGREGATE BASE, 8 INCH, MOD	SYD 0.00	\$ 11.25	\$ -				
AGGREGATE BASE, 9 INCH, MOD	SYD 0.00	\$ 12.00	\$ -				
GEOTEXTILE SEPARATOR	SYD 2440.00	\$ 1.50	\$ 3,660.00				
SEWER, SDR-26, 6 INCH, TRENCH DET B-MOD	LFT 0.00	\$ 35.00	\$ -				
SEWER, SDR-26, 8 INCH, TRENCH DET B-MOD	LFT 0.00	\$ 37.50	\$ -				
SEWER, SDR-26, 10 INCH, TRENCH DET B-MOD	LFT 52.00	\$ 40.00	\$ 2,080.00				
SEWER, SDR-26, 12 INCH, TRENCH DET B-MOD	LFT 265.00	\$ 45.00	\$ 11,925.00				
SEWER, SDR-26, 15 INCH, TRENCH DET B-MOD	LFT 86.00	\$ 52.00	\$ 4,472.00				
SEWER, SDR-26, 18 INCH, TRENCH DET B-MOD	LFT 260.00	\$ 60.00	\$ 15,600.00				
SEWER, SDR-26, 24 INCH, TRENCH DET B-MOD	LFT 0.00	\$ 75.00	\$ -				
SEWER, SDR-26, 30 INCH, TRENCH DET B-MOD	LFT 0.00	\$ 100.00	\$ -				
DR STRUCTURE COVER, ADJ, CASE 1	EA 4.00	\$ 475.00	\$ 1,900.00	\$ 1,900.00	\$ 1,140.00	\$ 760.00	\$ 760.00
DR STRUCTURE. ADJ, ADD DEPTH	FT 0.00	\$ 325.00	\$ -				
DR STRUCTURE COVER, EJ 1030	EA 0.00	\$ 450.00	\$ -				
DR STRUCTURE COVER, EJ 1060	EA 0.00	\$ 600.00	\$ -	\$ -	\$ -	\$ -	\$ -
DR STRUCTURE COVER, EJ 1060 W/ TYPE N OVAL GRATE	EA 0.00	\$ 600.00	\$ -	\$ -	\$ -	\$ -	\$ -
DR STRUCTURE COVER, EJ 1120 W/ GASKET SEAL	EA 1.00	\$ 650.00	\$ 650.00	\$ 650.00	\$ 390.00	\$ 260.00	\$ 260.00
DR STRUCTURE COVER, EJ 7000	EA 0.00	\$ 700.00	\$ -				
DR STRUCTURE, 24 INCH DIA, MOD	EA 0.00	\$ 1,200.00	\$ -				
DR STRUCTURE, 36 INCH DIA. MOD	EA 0.00	\$ 1,400.00	\$ -				
DR STRUCTURE, 48 INCH DIA. MOD	EA 12.00	\$ 1,800.00	\$ 21,600.00				
DR STRUCTURE, 60 INCH DIA. MOD	EA 0.00	\$ 2,600.00	\$ -				
DR STRUCTURE, 72 INCH DIA. MOD	EA 2.00	\$ 5,000.00	\$ 10,000.00				
HAND PATCHING	TON 0.00	\$ 125.00	\$ -				
HMA, 2C@ 3"	TON 455.00	\$ 65.00	\$ 29,575.00	\$ 29,575.00	\$ 17,745.00	\$ 5,027.75	\$ 11,830.00
HMA, 3C	TON 0.00	\$ 70.00	\$ -				

**PROPOSED DISTRICT NO. 2018-04
HOWARD ST - FROM WASHINGTON TO 150' EAST OF PARK
ENGINEER'S ESTIMATE**

HOWARD STREET ENGINEER'S ESTIMATE
WORK ITEM

HOWARD STREET ENGINEER'S ESTIMATE WORK ITEM	UNIT	HOWARD QUANTITIES	UNIT PRICE	AMOUNT	ELLIGIBLE AMOUNT	CITY COST 60 PERCENT	ASSESSMENT	ASSESSMENT
							AT 40% RESIDENTIAL	AT 40% COMMERCIAL
HMA, 4E3@ 2"	TON	303.00	\$ 75.00	\$ 22,725.00	\$ 22,725.00	\$ 13,635.00	\$ 9,090.00	\$ 9,090.00
HMA, 5E3@ 1.5"	TON	227.00	\$ 73.00	\$ 16,571.00	\$ 16,571.00	\$ 9,942.60	\$ 6,628.40	\$ 6,628.40
HMA APPROACH	TON	3.75	\$ 125.00	\$ 468.75	\$ 468.75	\$ 281.25	\$ 187.50	\$ 187.50
CEMENT	TON	1.25	\$ 250.00	\$ 312.50	\$ 312.50	\$ 187.50	\$ 125.00	\$ 125.00
CONCRETE PAVT, NONREINF, 9 INCH	SYD	0.00	\$ 60.00	\$ -				
DRIVEWAY, NONREINF CONC, 6 INCH	SYD	7.50	\$ 45.00	\$ 337.50	\$ 337.50	\$ 202.50	\$ 135.00	\$ 135.00
CURB AND GUTTER, CONC, DET F4, MOD	LFT	988.00	\$ 20.00	\$ 19,760.00	\$ 4,000.00	\$ 2,400.00	\$ 1,600.00	\$ 1,600.00
DETECTABLE WARNING SURFACE	LFT	0.00	\$ 35.00	\$ -				
SIDEWALK RAMP, CONC, 4 INCH	SFT	375.00	\$ 5.00	\$ 1,875.00				
SIDEWALK, CONC, 4 INCH	SFT	1750.00	\$ 4.50	\$ 7,875.00				
SIDEWALK, CONC, 6 INCH	SFT	575.00	\$ 5.00	\$ 2,875.00				
MINOR TRAF DEVICES	LSUM	0.25	\$ 30,000.00	\$ 7,500.00	\$ 3,750.00	\$ 2,250.00	\$ 1,500.00	\$ 1,500.00
BARRICADE, TYPE III, HIGH INTENSITY, FURN & OPER	EA	2.50	\$ 100.00	\$ 250.00				
PEDESTRIAN TYPE II BARRICADE, TEMP	EA	1.00	\$ 150.00	\$ 150.00				
LIGHTED ARROW, TYPE C, FURN AND OPER	EA	1.00	\$ 300.00	\$ 300.00				
PLASTIC DRUM, HIGH INTENSITY, FURN & OPER	EA	31.25	\$ 20.00	\$ 625.00				
SIGN, TYPE B, TEMP, PRISMATIC, FURN & OPER	SFT	175.00	\$ 5.00	\$ 875.00				
TRAF REGULATOR CONTROL	LSUM	0.00	\$ 5,000.00	\$ -				
TURF ESTABLISHMENT, PERFORMANCE	SYD	425.00	\$ 5.00	\$ 2,125.00				
SIGN, TYPE III, REM	EA	1.00	\$ 10.00	\$ 10.00				
SIGN, TYPE III, ERECT, SALV	EA	1.00	\$ 40.00	\$ 40.00				
POST, STEEL, 3 POUND	FT	16.00	\$ 6.00	\$ 96.00				
POST, MAILBOX	EA	5.00	\$ 80.00	\$ 400.00				
VALVE BOX, ADJ	EA	1.00	\$ 200.00	\$ 200.00				
ABANDONED GAS MAIN CONFLICT	EA	2.50	\$ 500.00	\$ 1,250.00				
MISCELLANEOUS WORK ITEMS	LSUM	1.00	\$ 20,000.00	\$ 20,000.00	\$ 20,000.00	\$ 12,000.00	\$ 8,000.00	\$ 8,000.00
SUB TOTALS				\$ 259,699.75	\$ 117,333.75	\$ 70,400.25	\$ 40,131.25	\$ 46,933.50
ENGINEERING AT 15% ASSESSABLE COST				\$ 38,954.96	\$ 17,600.06	\$ 10,560.04	\$ 6,019.69	\$ 7,040.03
ADMINISTRATIVE AT 5% ASSESSABLE COST				\$ 12,984.99	\$ 5,866.69	\$ 3,520.01	\$ 2,006.56	\$ 2,346.68
GRAND TOTALS				\$ 311,639.70	\$ 140,800.50	\$ 84,480.30	\$ 48,157.50	\$ 56,320.20

**PROPOSED DISTRICT NO. 2018-04
HOWARD ST - FROM WASHINGTON TO 150 FT EAST OF PARK
ESTIMATED SPECIAL ASSESSMENTS**

HOWARD ST WASHINGTON TO 150 ' EAST OF PARK
SOUTH SDIE

SPECIAL ASSESSMENT ROLL

ADDRESS NO.	STREET	ROLL NUMBER	FRONT FOOTAGE	CORNER LOT DISCOUNT	ASSESSABLE FRONT FEET	FRONT FOOT RATE	AMOUNT OF ASSESSMENT
503-507	WASHINGTON	651-020-002	122	1	122	\$72.44	\$8,837.68
152 OR 510	HOWARD OR PARK	651-020-001	122	0.75	91.5	\$72.44	\$6,628.26
515	PARK	651-019-001	140	0.75	105	\$72.44	\$7,606.20
			384		318.5		\$23,072.14

B-4
B-4
B-4

Note: 651-019-001 total front footage is 259'

NORTH SIDE

ADDRESS NO.	STREET	ROLL NUMBER	FRONT FOOTAGE	CORNER LOT DISCOUNT	ASSESSABLE FRONT FEET	FRONT FOOT RATE	AMOUNT OF ASSESSMENT
	HOWARD	651-000-005	120	1	120	\$72.44	\$8,692.80
	HOWARD	651-000-004	339	1	339	\$72.44	\$24,557.16
			459		459		\$33,249.96

I-2
I-2

Note: 651-000-004 total front footage is 813'

**PROPOSED DISTRICT NO. 2018-04
HOWARD ST - FROM WASHINGTON TO 150 FT EAST OF PARK
ESTIMATED SPECIAL ASSESSMENTS**

HOWARD

SPECIAL ASSESSMENT ROLL

ENGINEER'S ESTIMATE		\$140,800.50		
CITY SHARE	60%	\$84,480.30		
LAND OWNER	40%	\$56,320.20	AMOUNT ASSESSMENT	\$56,322.10
	TOTAL			
		TOTAL		
ASSESSABLE FRONT FOOT		777.5		
FRONT FOOT RATE		\$72.44		

OWOSSO

