



## MEMORANDUM

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

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DATE: January 30, 2018

TO: Owosso City Council

FROM: Glenn Chinavare, Director of Public Services

SUBJECT: Olmstead Street 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. Olmstead Street, from West Street to N. Chipman 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 5, 2018** for the proposed improvement.

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 setting a public hearing for Tuesday, February 20, 2018 to receive citizen comment regarding the necessity of the project for the following district:

**Olmstead Street, Public Street, from West Street to N. Chipman Street**

**Special Assessment Resolution No. 2 for Olmstead Street**

Special Assessment District No. 2018-05

**Olmstead Street, a Public Street, from West Street to  
N. Chipman Street**

**RESOLUTION NO.**

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

**Olmstead Street, a Public Street, from West Street to Chipman 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 \$357,189.80 and determines that \$62,525.58 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 \$294,964.22 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 Tuesday, February 20, 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:

**Olmstead Street, Public Street, from West Street to N. Chipman 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 Tuesday, February 20, 2018 for the purpose of hearing any person to be affected by the proposed public improvement.

29-Jan-18

**OLMSTEAD STREET ENGINEER'S ESTIMATE**

WORK ITEM	UNIT	OLMSTEAD QUANTITIES	UNIT PRICE	AMOUNT	ELIGIBLE AMOUNT	CITY COST 60 PERCENT	ASSESSMENT AT 40% 4"RULE
MOBILIZATION, MAX_____	LSUM	0.33	\$ 41,500.00	\$ 13,695.00	\$ 13,695.00	\$ 8,217.00	\$ 5,478.00
DR STRUCTURE, REM	EA	13.00	\$ 350.00	\$ 4,550.00			
SEWER, REM, LESS THAN 24 INCH	LFT	1310.00	\$ 10.00	\$ 13,100.00			
CURB AND GUTTER, REM	LFT	290.00	\$ 7.00	\$ 2,030.00	\$ 2,030.00	\$ 1,218.00	\$ 812.00
PAVT, REM	SYD	13.00	\$ 8.00	\$ 104.00			
SIDEWALK, REM	SYD	22.00	\$ 8.00	\$ 176.00			
SUBGRADE UNDERCUTTING, TYPE II	CYD	50.00	\$ 25.00	\$ 1,250.00			
MACHINE GRADING, MOD	STA	26.00	\$ 700.00	\$ 18,200.00			
EROSION CONTROL, INLET PROTECTION, FABRIC DROP	EA	11.00	\$ 100.00	\$ 1,100.00			
MAINTENANCE GRAVEL	TON	150.00	\$ 25.00	\$ 3,750.00			
SANITARY SERV CONFLICT	EA	2.00	\$ 1,500.00	\$ 3,000.00			
DR STRUCTURE COVER, TEMP LOWERING	EA	4.00	\$ 250.00	\$ 1,000.00	\$ 1,000.00	\$ 600.00	\$ 400.00
HMA SURFACE, REM	SYD	4537.00	\$ 3.00	\$ 13,611.00	\$ 13,611.00	\$ 8,166.60	\$ 5,444.40
AGGREGATE BASE, 6 INCH, MOD	SYD	2952.00	\$ 12.00	\$ 35,424.00			
AGGREGATE BASE, 9 INCH, MOD	SYD	1585.00	\$ 15.00	\$ 23,775.00			
GEOTEXTILE SEPARATOR	SYD	4537.00	\$ 1.50	\$ 6,805.50			
SEWER, SDR-26, 10 INCH, TRENCH DET B-MOD	LFT	230.00	\$ 40.00	\$ 9,200.00			
SEWER, SDR-26, 12 INCH, TRENCH DET B-MOD	LFT	681.00	\$ 45.00	\$ 30,645.00			
SEWER, SDR-26, 15 INCH, TRENCH DET B-MOD	LFT	604.00	\$ 52.00	\$ 31,408.00			
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	4.00	\$ 600.00	\$ 2,400.00	\$ 2,400.00	\$ 1,440.00	\$ 960.00
DR STRUCTURE COVER, EJ 1060 W/ TYPE N OVAL GRATE	EA	1.00	\$ 600.00	\$ 600.00	\$ 600.00	\$ 360.00	\$ 240.00
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	8.00	\$ 700.00	\$ 5,600.00			
DR STRUCTURE, 36 INCH DIA. MOD	EA	9.00	\$ 1,400.00	\$ 12,600.00			
DR STRUCTURE, 48 INCH DIA. MOD	EA	3.00	\$ 1,800.00	\$ 5,400.00			
DR STRUCTURE, 60 INCH DIA. MOD	EA	1.00	\$ 2,600.00	\$ 2,600.00			
HMA, 3C	TON	685.00	\$ 70.00	\$ 47,950.00	\$ 47,950.00	\$ 28,770.00	\$ 19,180.00
HMA, 5E3	TON	411.00	\$ 73.00	\$ 30,003.00	\$ 30,003.00	\$ 18,001.80	\$ 12,001.20
DRIVEWAY, NONREINF CONC, 6 INCH	SYD	13.00	\$ 45.00	\$ 585.00			

**OLMSTEAD STREET ENGINEER'S ESTIMATE**

WORK ITEM	UNIT	OLMSTEAD QUANTITIES	UNIT PRICE	AMOUNT	ELIGIBLE AMOUNT	CITY COST 60 PERCENT	ASSESSMENT AT 40% 4"RULE
CURB AND GUTTER, CONC, DET F4, MOD	LFT	310.00	\$ 20.00	\$ 6,200.00	\$ 6,200.00	\$ 3,720.00	\$ 2,480.00
DETECTABLE WARNING SURFACE	LFT	20.00	\$ 35.00	\$ 700.00			
SIDEWALK RAMP, CONC, 4 INCH	SFT	550.00	\$ 5.00	\$ 2,750.00			
MINOR TRAF DEVICES	LSUM	0.33	\$ 25,000.00	\$ 8,250.00	\$ 8,250.00	\$ 4,950.00	\$ 3,300.00
BARRICADE, TYPE III, HIGH INTENSITY, FURN & OPER	EA	8.00	\$ 100.00	\$ 800.00			
PEDESTRIAN TYPE II BARRICADE, TEMP	EA	20.00	\$ 150.00	\$ 3,000.00			
PLASTIC DRUM, HIGH INTENSITY, FURN & OPER	EA	40.00	\$ 20.00	\$ 800.00			
SIGN, TYPE B, TEMP, PRISMATIC, FURN & OPER	SFT	88.66	\$ 5.00	\$ 443.30			
TRAF REGULATOR CONTROL	LSUM	0.33	\$ 5,000.00	\$ 1,650.00			
TURF ESTABLISHMENT, PERFORMANCE	SYD	1200.00	\$ 5.00	\$ 6,000.00			
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			
<b>SUB TOTALS</b>				<b>\$ 357,189.80</b>	<b>\$ 130,239.00</b>	<b>\$ 78,143.40</b>	<b>\$ 52,095.60</b>
ENGINEERING AT 15% ASSESSABLE COST					\$ 19,535.85	\$ 11,721.51	\$ 7,814.34
ADMINISTRATIVE AT 5% ASSESSABLE COST					\$ 6,511.95	\$ 3,907.17	\$ 2,604.78
<b>GRAND TOTALS</b>					<b>\$ 156,286.80</b>	<b>\$ 93,772.08</b>	<b>\$ 62,514.72</b>

**Olmstead St. Special Assessment Roll  
ESTIMATE**

OLMSTEAD ST. WEST END TO CHIPMAN  
NORTH SIDE

**SPECIAL ASSESSMENT ROLL**

**P1**

ADDRESS NO.	STREET	ROLL NUMBER	FRONT FOOTAGE	CORNER LOT DISCOUNT	ASSESSABLE FRONT FEET	FRONT FOOT RATE	AMOUNT OF ASSESSMENT
	WEST	450.000-010	32	0.75	24.00	\$27.90	\$669.60
1460	OLMSTEAD ST.	603-006-009	91.75	0.75	68.81	\$27.90	\$1,919.87
1440	OLMSTEAD ST.	603-006-008	66	1	66	\$27.90	\$1,841.40
1424	OLMSTEAD ST.	603-006-007	66	1	66	\$27.90	\$1,841.40
1420	OLMSTEAD ST.	603-006-006	66	1	66	\$27.90	\$1,841.40
1418	OLMSTEAD ST.	603-006-005	66	1	66	\$27.90	\$1,841.40
1414	OLMSTEAD ST.	603-006-004	66	1	66	\$27.90	\$1,841.40
1410	OLMSTEAD ST.	603-006-003	66	1	66	\$27.90	\$1,841.40
1408	OLMSTEAD ST.	603-006-002	72	1	72	\$27.90	\$2,008.80
1400	OLMSTEAD ST.	603-006-001	60	0.75	45	\$27.90	\$1,255.50
1344	OLMSTEAD ST.	603-005-008	66	0.75	49.5	\$27.90	\$1,381.05
1340	OLMSTEAD ST.	603-005-007	66	1	66	\$27.90	\$1,841.40
1338	OLMSTEAD ST.	603-005-006	66	1	66	\$27.90	\$1,841.40
1332	OLMSTEAD ST.	603-005-005	66	1	66	\$27.90	\$1,841.40
1328	OLMSTEAD ST.	603-005-004	66	1	66	\$27.90	\$1,841.40
1308	OLMSTEAD ST.	603-005-003	132	1	132	\$27.90	\$3,682.80
903	CHIPMAN	603-005-002	132	0.75	99	\$27.90	\$2,762.10
			1213.75		1150.31		\$32,093.72

WEST ST. FRONT FOOT 62.66' USED 32'  
1460 OLMSTEAD FRONT FOOT 99.25' USED 91.75'

OLMSTEAD ST. WEST END TO CHIPMAN  
NORTH SIDE

**SPECIAL ASSESSMENT ROLL**

**P2**

ADDRESS NO.	STREET	ROLL NUMBER	FRONT FOOTAGE	CORNER LOT DISCOUNT	ASSESSABLE FRONT FEET	FRONT FOOT RATE	AMOUNT OF ASSESSMENT
1435	OLMSTEAD ST.	603-004-009	66.33	0.75	49.75	\$27.90	\$1,387.96
1431	OLMSTEAD ST.	603-004-008	66	1	66	\$27.90	\$1,841.40
1427	OLMSTEAD ST.	603-004-007	66	1	66	\$27.90	\$1,841.40
1423	OLMSTEAD ST.	603-004-006	66	1	66	\$27.90	\$1,841.40
1419	OLMSTEAD ST.	603-004-005	66	1	66	\$27.90	\$1,841.40
1415	OLMSTEAD ST.	603-004-004	66	1	66	\$27.90	\$1,841.40
1411	OLMSTEAD ST.	603-004-003	55	1	55	\$27.90	\$1,534.50
1409	OLMSTEAD ST.	603-004-002	77	1	77	\$27.90	\$2,148.30
1407	OLMSTEAD ST.	603-004-001	66	0.75	49.5	\$27.90	\$1,381.05
1343	OLMSTEAD ST.	603-003-009	60	0.75	45	\$27.90	\$1,255.50
1339	OLMSTEAD ST.	603-003-008	72	1	72	\$27.90	\$2,008.80
1319	OLMSTEAD ST.	603-003-007	66	1	66	\$27.90	\$1,841.40
1315	OLMSTEAD ST.	603-003-006	66	1	66	\$27.90	\$1,841.40
1311	OLMSTEAD ST.	603-003-005	66	1	66	\$27.90	\$1,841.40
1309	OLMSTEAD ST.	603-003-004	66	1	66	\$27.90	\$1,841.40
815	CHIPMAN	603-003-001	198	0.75	148.5	\$27.90	\$4,143.15
			1188.33		1090.75		\$30,431.86

Olmstead St. Special Assessment Roll  
ESTIMATE

OLMSTEAD ST.

SPECIAL ASSESSMENT ROLL

P3

ESTIMATE  
FOR TOP 4" OF  
PAVEMENT

\$156,286.80

CITY SHARE

60%

\$93,772.08

LAND OWNER

40%

\$62,514.72

AMOUNT OF  
ASSESSMENT ROLL

\$62,525.58

TOTAL

\$156,286.80

ASSESSABLE FRONT FOOT

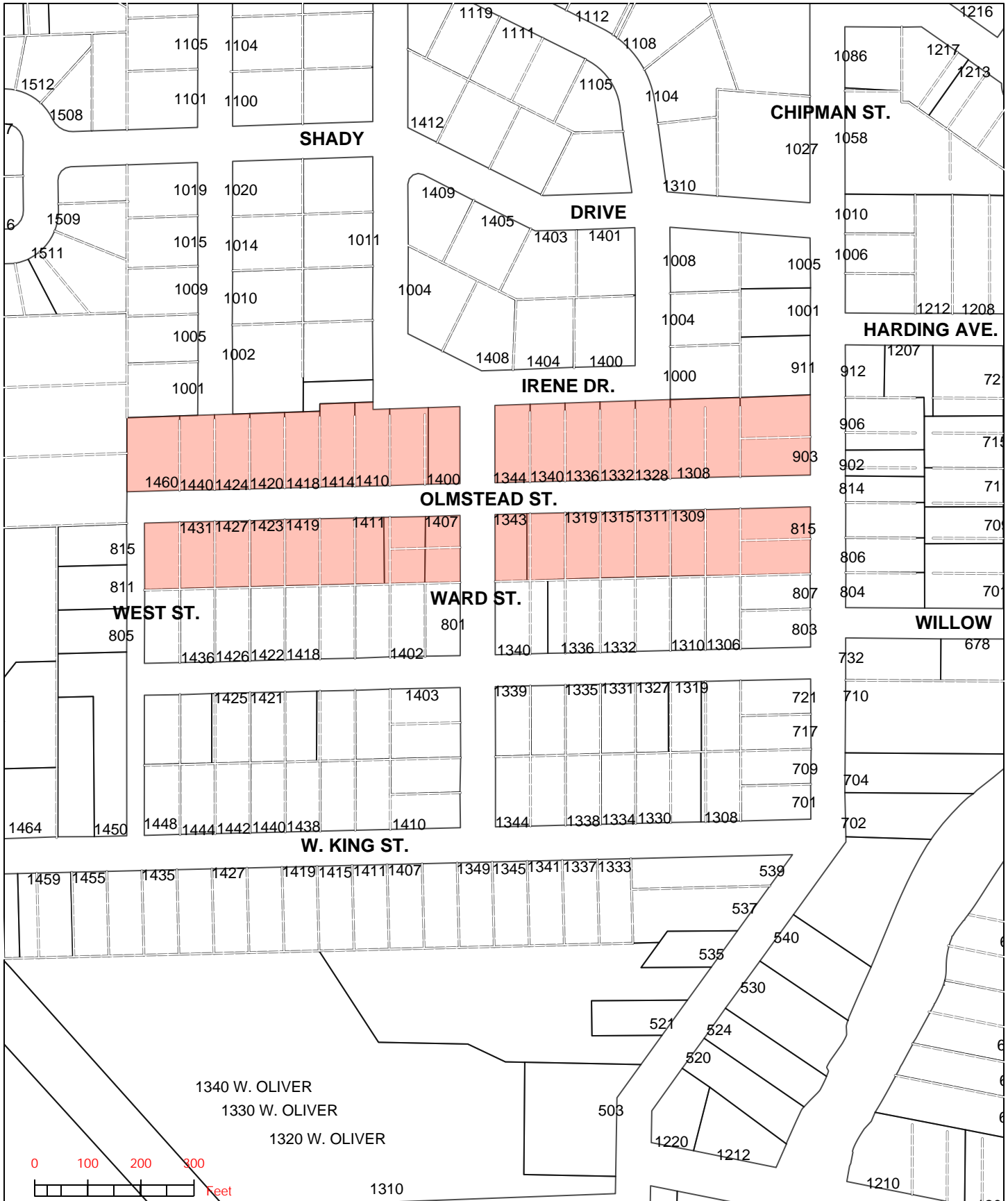
TOTAL  
2241.06

FRONT FOOT RATE

\$27.90



# OWOSSO



OLMSTEAD FROM WEST TO CHIPMAN