



MEMORANDUM

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

DATE: March 21, 2018

TO: Owosso City Council

FROM: Glenn Chinavare, Director of Public Services & Utilities

SUBJECT: Stewart 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. **Stewart Street, from Cedar Street to Shiawassee 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 **April 2, 2018** for the proposed improvement setting the hearing of necessity for April 16, 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:

Stewart Street, a Public Street, from Cedar Street to Shiawassee Street

Special Assessment Resolution No. 2 for Stewart Street

Special Assessment District No. 2018-06

**Stewart Street, Public Street, from Cedar Street to
Shiawassee Street**

RESOLUTION NO.

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

Stewart Street, Public Street, from Cedar Street to Shiawassee 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 \$331,305.00 and determines that \$72,902.88 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 \$258,402.12 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, _____ 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:

Stewart Street, Public Street, from Cedar Street to Shiawassee 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, _____ for the purpose of hearing any person to be affected by the proposed public improvement.

**PROPOSED SPECIAL ASSESSMENT DISTRICT NO. 2018-06
STEWART STREET, FROM CEDAR TO SHIAWASSEE
ENGINEER'S ESTIMATE**

1-Mar-18

STEWART STREET ENGINEER'S ESTIMATE

WORK ITEM	UNIT	STEWART QUANTITIES	UNIT PRICE	AMOUNT	ELIGIBLE 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	4.00	\$ 350.00	\$ 1,400.00				
SEWER, REM, LESS THAN 24 INCH	LFT	0.00	\$ 10.00	\$ -				
CURB AND GUTTER, REM	LFT	504.00	\$ 7.00	\$ 3,528.00	\$ 1,400.00	\$ 840.00	\$ 560.00	\$ 560.00
PAVT, REM	SYD	103.00	\$ 8.00	\$ 824.00				
SIDEWALK, REM	SYD	100.25	\$ 8.00	\$ 802.00				
SUBGRADE UNDERCUTTING, TYPE II	CYD	50.00	\$ 25.00	\$ 1,250.00				
MACHINE GRADING, MOD	STA	25.00	\$ 700.00	\$ 17,500.00				
EROSION CONTROL, INLET PROTECTION, FABRIC DROP	EA	2.00	\$ 100.00	\$ 200.00				
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	4.00	\$ 250.00	\$ 1,000.00	\$ 750.00	\$ 450.00	\$ 300.00	\$ 300.00
HMA SURFACE, REM	SYD	4641.00	\$ 3.00	\$ 13,923.00	\$ 13,923.00	\$ 8,353.80	\$ 5,569.20	\$ 5,569.20
COLD MILLING HMA SURFACE	SYD	0.00	\$ 3.00	\$ -				
SAWCUTTING	LFT	200.00	\$ 3.00	\$ 600.00				
AGGREGATE BASE, 6 INCH, MOD	SYD	0.00	\$ 9.50	\$ -				
AGGREGATE BASE, 8 INCH, MOD	SYD	4641.00	\$ 11.25	\$ 52,211.25				
AGGREGATE BASE, 9 INCH, MOD	SYD	0.00	\$ 12.00	\$ -				
GEOTEXTILE SEPARATOR	SYD	4719.00	\$ 1.50	\$ 7,078.50				
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	40.00	\$ 40.00	\$ 1,600.00				
SEWER, SDR-26, 12 INCH, TRENCH DET B-MOD	LFT	10.00	\$ 45.00	\$ 450.00				
SEWER, SDR-26, 15 INCH, TRENCH DET B-MOD	LFT	0.00	\$ 52.00	\$ -				
SEWER, SDR-26, 18 INCH, TRENCH DET B-MOD	LFT	0.00	\$ 60.00	\$ -				
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	1.00	\$ 325.00	\$ 325.00				
DR STRUCTURE COVER, EJ 1030	EA	0.00	\$ 450.00	\$ -				
DR STRUCTURE COVER, EJ 1060	EA	0.00	\$ 600.00	\$ -	\$ -	\$ -	\$ -	\$ -

**PROPOSED SPECIAL ASSESSMENT DISTRICT NO. 2018-06
STEWART STREET, FROM CEDAR TO SHIAWASSEE
ENGINEER'S ESTIMATE**

STEWART STREET ENGINEER'S ESTIMATE
WORK ITEM

	UNIT	STEWART QUANTITIES	UNIT PRICE	AMOUNT	ELIGIBLE AMOUNT	CITY COST 60 PERCENT	ASSESSMENT AT 40% RESIDENTIAL	ASSESSMENT AT 40% COMMERCIAL
DR STRUCTURE COVER, EJ 1060 W/ TYPE N OVAL GRATE	EA	0.00	\$ 600.00	\$ -	\$ -	\$ -	\$ -	\$ -
DR STRUCTURE COVER, EJ 1120 W/ GASKET SEAL	EA	0.00	\$ 650.00	\$ -	\$ -	\$ -	\$ -	\$ -
DR STRUCTURE COVER, EJ 7000	EA	2.00	\$ 700.00	\$ 1,400.00				
DR STRUCTURE, 24 INCH DIA, MOD	EA	0.00	\$ 1,200.00	\$ -				
DR STRUCTURE, 36 INCH DIA. MOD	EA	2.00	\$ 1,400.00	\$ 2,800.00				
DR STRUCTURE, 48 INCH DIA. MOD	EA	1.00	\$ 1,800.00	\$ 1,800.00				
DR STRUCTURE, 60 INCH DIA. MOD	EA	0.00	\$ 2,600.00	\$ -				
DR STRUCTURE, 72 INCH DIA. MOD	EA	0.00	\$ 5,000.00	\$ -				
DR STRUCTURE, ADD DEPTH, 60 INCH, 8'-15' DEPTH	FT	0.00	\$ 100.00	\$ -				
DR STRUCTURE, ADD DEPTH, 72 INCH, 8'-15' DEPTH	FT	0.00	\$ 150.00	\$ -				
HAND PATCHING	TON	0.00	\$ 125.00	\$ -				
HMA, 2C@ 3"	TON	834.00	\$ 65.00	\$ 54,210.00	\$ 54,210.00	\$ 32,526.00	\$ 17,889.30	\$ 21,684.00
HMA, 3C	TON	0.00	\$ 70.00	\$ -				
HMA, 4E3@ 1.5"	TON	417.00	\$ 75.00	\$ 31,275.00	\$ 31,275.00	\$ 18,765.00	\$ 12,510.00	\$ 12,510.00
HMA, 5E3@ 1.5"	TON	417.00	\$ 73.00	\$ 30,441.00	\$ 30,441.00	\$ 18,264.60	\$ 12,176.40	\$ 12,176.40
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	504.00	\$ 20.00	\$ 10,080.00	\$ 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	750.00	\$ 5.00	\$ 3,750.00				
SIDEWALK, CONC, 4 INCH	SFT	300.00	\$ 4.50	\$ 1,350.00				
SIDEWALK, CONC, 6 INCH	SFT	25.00	\$ 5.00	\$ 125.00				
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	300.00	\$ 5.00	\$ 1,500.00				
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				

PROPOSED SPECIAL ASSESSMENT DISTRICT NO. 2018-06

STEWART STREET, FROM CEDAR TO SHIAWASSEE

ENGINEER'S ESTIMATE

STEWART STREET ENGINEER'S ESTIMATE WORK ITEM	UNIT	STEWART QUANTITIES	UNIT PRICE	AMOUNT	ELIGIBLE AMOUNT	CITY COST 60 PERCENT	ASSESSMENT AT 40% RESIDENTIAL	ASSESSMENT AT 40% COMMERCIAL
MISCELLANEOUS WORK ITEMS	LSUM	1.00	\$ 10,000.00	\$ 10,000.00	\$ 10,000.00	\$ 6,000.00	\$ 4,000.00	\$ 4,000.00
SUB TOTALS				\$ 276,087.50	\$ 161,367.75	\$ 90,820.65	\$ 60,752.40	\$ 64,547.10
ENGINEERING AT 15% ASSESSABLE COST				\$ 41,413.13	\$ 24,205.16	\$ 13,623.10	\$ 9,112.86	\$ 9,682.07
ADMINISTRATIVE AT 5% ASSESSABLE COST				\$ 13,804.38	\$ 8,068.39	\$ 4,541.03	\$ 3,037.62	\$ 3,227.36
GRAND TOTALS				\$ 331,305.00	\$ 193,641.30	\$ 108,984.78	\$ 72,902.88	\$ 77,456.52

STEWART

SPECIAL ASSESSMENT ROLL

ENGINEER'S ESTIMATE		\$193,641.30		NORTH SIDE	\$34,723.86
CITY SHARE	60%	\$116,184.78		SOUTH SIDE	\$38,173.63
LAND OWNER	40%	\$77,456.52	AMOUNT ASSESSMENT	\$72,902.88	\$72,897.49
	TOTAL	\$193,641.30			

	TOTAL	COMMERCIAL	NON-COMMERCIAL
ASSESSABLE FRONT FOOT	2247.12	155.00	2092.12
FRONT FOOT RATE		COMMERCIAL	NON-COMMERCIAL

	ASSESSMENT AT 40% 4" RULE	TOTAL ASSESSABLE FRONT FOOT	FRONT FOOT RATE	ASSESSABLE FRONT FOOT COMMERCIAL	TOTAL AMOUNT OF COMMERCIAL ASSESSMENT
COMMERCIAL 6"	\$77,456.52	2247.12	\$34.47	155.00	\$5,342.73

	ASSESSMENT AT 40% 4" RULE LESS ASSESSMENT AT 40% 4" RULE	TOTAL ASSESSABLE FRONT FOOT NON-COMMERCIAL	FRONT FOOT RATE	ASSESSABLE FRONT FOOT OF NON-COMMERCIAL	TOTAL AMOUNT OF NON-COMMERCIAL ASSESSMENT
NON-COMMERCIAL 4"	\$67,560.15	2092.12	\$32.29	2,092.12	\$67,560.15

ASSESSMENT AT 40% 6" RULE	\$77,456.52
ASSESSMENT AT 40% 4" RULE	\$72,902.88

STEWART 100 WEST OF CEDAR TO SHIAWASSEE
NORTH SIDE

SPECIAL ASSESSMENT ROLL

ADDRESS NO.	STREET	ROLL NUMBER	FRONT FOOTAGE	CORNER LOT DISCOUNT	ASSESSABLE FRONT FEET	FRONT FOOT RATE	AMOUNT OF ASSESSMENT	
812	STEWART	113-001-027	34	1	34.00	\$32.29	\$1,097.86	R-1
802	STEWART	113-001-026	66	0.75	49.50	\$32.29	\$1,598.36	R-1
720-730	STEWART	673-006-001	263.5	0.75	197.63	\$32.29	\$6,381.31	RM-2
702	STEWART	673-006-007	60	1	60.00	\$32.29	\$1,937.40	R-1
624	STEWART	673-006-008	63	1	63.00	\$32.29	\$2,034.27	R-1
620	STEWART	673-006-009	66	1	66.00	\$32.29	\$2,131.14	R-1
616	STEWART	673-006-010	66	1	66.00	\$32.29	\$2,131.14	R-1
612	STEWART	673-006-011	66	0.75	49.50	\$32.29	\$1,598.36	R-1
610	STEWART	673-007-006	66	0.75	49.50	\$32.29	\$1,598.36	R-1
608	STEWART	673-007-007	66	1	66.00	\$32.29	\$2,131.14	R-1
538	STEWART	673-007-008	66	1	66.00	\$32.29	\$2,131.14	R-1
534	STEWART	673-007-009	66	1	66.00	\$32.29	\$2,131.14	R-1
524	STEWART	673-007-010	198	0.75	148.50	\$32.29	\$4,795.07	R-1
720	SHIAWASSEE	673-007-011	125	0.75	93.75	\$32.29	\$3,027.19	R-1
			1271.5		1075.38		\$34,723.86	

STEWART 100 WEST OF CEDAR TO SHIAWASSEE
SOUTH SIDE

SPECIAL ASSESSMENT ROLL

ADDRESS NO.	STREET	ROLL NUMBER	FRONT FOOTAGE	CORNER LOT DISCOUNT	ASSESSABLE FRONT FEET	FRONT FOOT RATE	AMOUNT OF ASSESSMENT	
809	STEWART	622-001-002	34	1	34.00	\$32.29	\$1,097.86	R-1
803	STEWART	622-001-001	66	0.75	49.50	\$32.29	\$1,598.36	R-1
739	STEWART	070-002-010	56.33	0.75	42.25	\$32.29	\$1,364.17	R-1
735	STEWART	070-002-009	33	1	33.00	\$32.29	\$1,065.57	R-1
731	STEWART	070-002-008	33	1	33.00	\$32.29	\$1,065.57	R-1
727	STEWART	070-002-007	66	1	66.00	\$32.29	\$2,131.14	R-1
723	STEWART	070-002-006	66	1	66.00	\$32.29	\$2,131.14	R-1
717	STEWART	070-002-005	66	1	66.00	\$32.29	\$2,131.14	R-1
711	STEWART	070-002-004	66	1	66.00	\$32.29	\$2,131.14	R-1
705	STEWART	070-002-003	66	1	66.00	\$32.29	\$2,131.14	R-1
631	STEWART	070-002-002	66	1	66.00	\$32.29	\$2,131.14	R-1
625	STEWART	070-002-001	66	0.75	49.50	\$32.29	\$1,598.36	R-1
615	STEWART	070-001-009	66	0.75	49.50	\$32.29	\$1,598.36	R-1
607	STEWART	070-001-008	66	1	66.00	\$32.29	\$2,131.14	R-1
601	STEWART	070-001-007	66	1	66.00	\$32.29	\$2,131.14	R-1
531	STEWART	070-001-006	66	1	66.00	\$32.29	\$2,131.14	R-1
525	STEWART	070-001-005	66	1	66.00	\$32.29	\$2,131.14	R-1
521	STEWART	070-001-004	66	1	66.00	\$32.29	\$2,131.14	R-1
515	STEWART	070-001-001	95	1	95.00	\$34.47	\$3,274.65	B-1
802	SHIAWASSEE	070-001-002	80	0.75	60.00	\$34.47	\$2,068.20	I-1
			1255.33		1171.75		\$38,173.63	

OWOSSO

