



MEMORANDUM

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

DATE: August 29, 2018

TO: Owosso City Council

FROM: Glenn Chinavare, Director of Public Services & Utilities

SUBJECT: Williams 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. **Williams Street, from Shiawassee Street to Washington 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 **April 19, 2018** 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 **September 4, 2018** for the proposed improvement, setting a public hearing for Monday, September 17, 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, September 17, 2018:

Williams Street, a Public Street, from Shiawassee Street eastward to Washington Street

Special Assessment Resolution No. 2 for Williams Street

Special Assessment District No. 2019-12

Williams Street, a Public Street, from Shiawassee Street to Washington Street

RESOLUTION NO.

**WILLIAMS STREET
FROM SHIAWASSEE STREET TO WASHINGTON 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

WILLIAMS STREET, A PUBLIC STREET, FROM SHIAWASSEE STREET TO WASHINGTON STREET;
STREET REHABILITATION

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 \$684,826.26 and determines that \$104,923.90 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 \$579,902.36 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, September 17, 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:

Williams Street, a Public Street, from Shiawassee Street to Washington Street

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

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, September 17, 2018 for the purpose of hearing any person to be affected by the proposed public improvement.

29-Aug-18

WILLIAMS STREET ENGINEER'S ESTIMATE

WORK ITEM	UNIT	WILLIAMS QUANTITIES	UNIT PRICE	AMOUNT	ELIGIBLE AMOUNT	CITY COST 60 PERCENT	ASSESSMENT	ASSESSMENT
							AT 40% RESIDENTIAL	AT 40% COMMERCIAL
MOBILIZATION, MAX	LSUM	1.00	\$ 27,000.00	\$ 27,000.00	\$ 27,000.00	\$ 16,200.00	\$ 10,800.00	\$ 10,800.00
DR STRUCTURE, REM	EA	25.00	\$ 350.00	\$ 8,750.00				
SEWER, REM, LESS THAN 24 INCH	LFT	850.00	\$ 10.00	\$ 8,500.00				
CURB AND GUTTER, REM	LFT	895.00	\$ 7.00	\$ 6,265.00	\$ 6,265.00	\$ 3,759.00	\$ 2,506.00	\$ 2,506.00
PAVT, REM	SYD	125.00	\$ 8.00	\$ 1,000.00	\$ 1,000.00	\$ 600.00	\$ 400.00	\$ 400.00
SIDEWALK, REM	SYD	308.35	\$ 8.00	\$ 2,466.80				
SUBGRADE UNDERCUTTING, TYPE II	CYD	50.00	\$ 25.00	\$ 1,250.00				
MACHINE GRADING, MOD	STA	31.00	\$ 700.00	\$ 21,700.00	\$ -	\$ -	\$ -	\$ -
EROSION CONTROL, INLET PROTECTION, FABRIC DROP	EA	15.00	\$ 100.00	\$ 1,500.00	\$ 1,500.00	\$ 900.00	\$ 600.00	\$ 600.00
EROSION CONTROL, SILT FENCE	FT	50.00	\$ 2.00	\$ 100.00	\$ 100.00	\$ 60.00	\$ 40.00	\$ 40.00
MAINTENANCE GRAVEL	TON	100.00	\$ 25.00	\$ 2,500.00	\$ 2,500.00	\$ 1,500.00	\$ 1,000.00	\$ 1,000.00
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	2.00	\$ 300.00	\$ 600.00				
SEWER BULKHEAD, 15 INCH OR LESS	EA	2.00	\$ 350.00	\$ 700.00				
SEWER BULKHEAD, 18 INCH OR LESS	EA	3.00	\$ 400.00	\$ 1,200.00				
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	4860.00	\$ 3.00	\$ 14,580.00	\$ 14,580.00	\$ 8,748.00	\$ 5,832.00	\$ 5,832.00
COLD MILLING HMA SURFACE	SYD	0.00	\$ 3.00	\$ -				
SAWCUTTING	LFT	0.00	\$ 3.00	\$ -				
AGGREGATE BASE, 6 INCH, MOD	SYD	1510.00	\$ 9.50	\$ 14,345.00				
AGGREGATE BASE, 8 INCH, MOD	SYD	0.00	\$ 11.25	\$ -				
AGGREGATE BASE, 9 INCH, MOD	SYD	3350.00	\$ 12.00	\$ 40,200.00				
GEOTEXTILE SEPARATOR	SYD	4860.00	\$ 1.50	\$ 7,290.00				
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	301.00	\$ 40.00	\$ 12,040.00				
SEWER, SDR-26, 12 INCH, TRENCH DET B-MOD	LFT	81.00	\$ 45.00	\$ 3,645.00				
SEWER, SDR-26, 15 INCH, TRENCH DET B-MOD	LFT	21.00	\$ 52.00	\$ 1,092.00				
SEWER, SDR-26, 18 INCH, TRENCH DET B-MOD	LFT	0.00	\$ 60.00	\$ -				
SEWER, SDR-26, 24 INCH, TRENCH DET B-MOD	LFT	470.00	\$ 75.00	\$ 35,250.00				
SEWER, SDR-26, 30 INCH, TRENCH DET B-MOD	LFT	701.00	\$ 100.00	\$ 70,100.00				
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	11.00	\$ 600.00	\$ 6,600.00	\$ 6,600.00	\$ 3,960.00	\$ 2,640.00	\$ 2,640.00
DR STRUCTURE COVER, EJ 1060 W/ TYPE N OVAL GRATE	EA	0.00	\$ 600.00	\$ -	\$ -	\$ -	\$ -	\$ -
DR STRUCTURE COVER, EJ 1120 W/ GASKET SEAL	EA	4.00	\$ 650.00	\$ 2,600.00	\$ 2,600.00	\$ 1,560.00	\$ 1,040.00	\$ 1,040.00
DR STRUCTURE COVER, EJ 7000	EA	14.00	\$ 700.00	\$ 9,800.00	\$ 9,800.00	\$ 5,880.00	\$ 3,920.00	\$ 3,920.00
DR STRUCTURE, 24 INCH DIA, MOD	EA	0.00	\$ 1,200.00	\$ -				
DR STRUCTURE, 36 INCH DIA. MOD	EA	10.00	\$ 1,400.00	\$ 14,000.00				
DR STRUCTURE, 48 INCH DIA. MOD	EA	10.00	\$ 1,800.00	\$ 18,000.00				
DR STRUCTURE, 60 INCH DIA. MOD	EA	5.00	\$ 2,600.00	\$ 13,000.00				
DR STRUCTURE, 72 INCH DIA. MOD	EA	1.00	\$ 5,000.00	\$ 5,000.00				
DR STRUCTURE, ADD DEPTH, 60 INCH, 8'-15' DEPTH	FT	10.00	\$ 100.00	\$ 1,000.00				
DR STRUCTURE, ADD DEPTH, 72 INCH, 8'-15' DEPTH	FT	10.00	\$ 150.00	\$ 1,500.00				
HAND PATCHING	TON	0.00	\$ 125.00	\$ -				
HMA, 2C@ 4.5'	TON	1288.00	\$ 75.00	\$ 96,600.00	\$ 96,600.00	\$ 57,960.00	\$ 21,638.40	\$ 38,640.00
HMA, 3C	TON	0.00	\$ 70.00	\$ -				

29-Aug-18

WILLIAMS STREET ENGINEER'S ESTIMATE
 WORK ITEM

WORK ITEM	UNIT	WILLIAMS QUANTITIES	UNIT PRICE	AMOUNT	ELIGIBLE AMOUNT	CITY COST 60 PERCENT	ASSESSMENT	ASSESSMENT
							AT 40% RESIDENTIAL	AT 40% COMMERCIAL
HMA, 4E3	TON	0.00	\$ 75.00	\$ -	\$ -	\$ -	\$ -	\$ -
HMA, 5E3@ 1.5"	TON	430.00	\$ 85.00	\$ 36,550.00	\$ 36,550.00	\$ 21,930.00	\$ 14,620.00	\$ 14,620.00
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	92.50	\$ 45.00	\$ 4,162.50	\$ -	\$ -	\$ -	\$ -
CURB AND GUTTER, CONC, DET F4, MOD	LFT	895.00	\$ 20.00	\$ 17,900.00	\$ 17,900.00	\$ 10,740.00	\$ 7,160.00	\$ 7,160.00
DETECTABLE WARNING SURFACE	LFT	125.00	\$ 35.00	\$ 4,375.00				
SIDEWALK RAMP, CONC, 4 INCH	SFT	2150.00	\$ 5.00	\$ 10,750.00				
SIDEWALK, CONC, 4 INCH	SFT	900.00	\$ 4.50	\$ 4,050.00				
SIDEWALK, CONC, 6 INCH	SFT	75.00	\$ 5.00	\$ 375.00				
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	1075.00	\$ 5.00	\$ 5,375.00				
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				\$ 570,688.55	\$ 250,276.25	\$ 150,165.75	\$ 83,108.90	\$ 100,110.50
ENGINEERING AT 15% ASSESSABLE COST				\$ 85,603.28	\$ 37,541.44	\$ 22,524.86	\$ 12,466.34	\$ 15,016.58
ADMINISTRATIVE AT 5% ASSESSABLE COST				\$ 28,534.43	\$ 12,513.81	\$ 7,508.29	\$ 4,155.45	\$ 5,005.53
GRAND TOTALS				\$ 684,826.26	\$ 300,331.50	\$ 180,198.90	\$ 99,730.68	\$ 120,132.60

WILLIAMS STREET

SPECIAL ASSESSMENT ROLL

ENGINEER'S ESTIMATE ASSESSABLE AMOUNT \$300,331.50
TOTAL ASSESSABLE FRONT FEET 2312.64

CALCULATING ASSESSABLE FRONT FOOT RATE AND AMOUNTS:

PROPERTY TYPE	RESIDENTIAL PROPERTY	COMMERCIAL PROPERTY	TOTAL
CITY SHARE \geq 60%	\$180,198.90	\$180,198.90	
PROPERTY SHARE @ \leq 40%	\$99,730.68	\$120,132.60	
TOTAL	\$279,929.58	\$300,331.50	
ASSESSABLE FRONT FOOT RATE	\$43.12	\$51.95	
TOTAL FRONT FEET PER TYPE	1723.39	589.25	
TOTAL AMOUNT OF ASSESSMENT PER TYPE:	\$74,312.58	\$30,611.54	\$104,924.11

TOTAL ASSESSMENT AMOUNTS PER SIDE OF STREET:

NORTH SIDE \$46,156.78
SOUTH SIDE \$58,767.12
TOTAL BOTH SIDES \$104,923.90

**WILLIAMS, SHIAWASSE TO WASHINGTON
NORTH SIDE**

SPECIAL ASSESSMENT ROLL

ADDRESS NO.	STREET	ROLL NUMBER	FRONT FOOTAGE	CORNER LOT DISCOUNT	ASSESSABLE FRONT FEET	FRONT FOOT RATE	AMOUNT OF ASSESSMENT	
508	WILLIAMS	470-001-006	130.62	1	130.62	\$43.12	\$5,632.33	RM-1
502	WILLIAMS	470-001-005	130.62	0.75	97.965	\$43.12	\$4,224.25	RM-1
422-424	WILLIAMS	470-002-010	61	0.75	45.75	\$43.12	\$1,972.74	RM-1
416	WILLIAMS	470-002-009	61	1	61	\$43.12	\$2,630.32	RM-1
408	WILLIAMS	470-002-008	56	1	56	\$43.12	\$2,414.72	RM-1
402-404	WILLIAMS	470-002-007	66	0.75	49.5	\$43.12	\$2,134.44	RM-1
318	WILLIAMS	470-003-007	122	0.75	91.5	\$43.12	\$3,945.48	RM-1
310	WILLIAMS	470-003-008	61	1	61	\$43.12	\$2,630.32	RM-1
401-403	N WATER	470-003-009	61	0.75	45.75	\$43.12	\$1,972.74	RM-1
402	N WATER	470-004-011	122	0.75	91.5	\$43.12	\$3,945.48	RM-1
210	WILLIAMS	470-004-008	32	1	32	\$43.12	\$1,379.84	RM-1
403	N BALL	470-004-012	94	0.75	70.5	\$43.12	\$3,039.96	RM-1
404-410	N BALL	470-005-001	122	0.75	91.5	\$51.95	\$4,753.43	OS-1
110	WILLIAMS	470-005-007	56	1	56	\$51.95	\$2,909.20	OS-1
401	N WASHINGTON	470-005-008	66	0.75	49.5	\$51.95	\$2,571.53	OS-1
			1241.24		1030.085		\$46,156.78	

SOUTH SIDE

ADDRESS NO.	STREET	ROLL NUMBER	FRONT FOOTAGE	CORNER LOT DISCOUNT	ASSESSABLE FRONT FEET	FRONT FOOT RATE	AMOUNT OF ASSESSMENT	
521	WILLIAMS	470-037-001	66	1	66	\$43.12	\$2,845.92	RM-2
509	WILLIAMS	470-037-002	66	1	66	\$43.12	\$2,845.92	RM-2
505	WILLIAMS	470-037-003	78	1	78	\$43.12	\$3,363.36	RM-2
501	WILLIAMS	470-037-004	65	1	65	\$43.12	\$2,802.80	RM-2
415	WILLIAMS	470-037-005	55	1	55	\$43.12	\$2,371.60	RM-2
409	WILLIAMS	470-038-003	115.5	1	115.5	\$43.12	\$4,980.36	RM-2
405	WILLIAMS	470-038-004	57.75	1	57.75	\$43.12	\$2,490.18	RM-2
401	WILLIAMS	470-038-005	57.75	1	57.75	\$43.12	\$2,490.18	RM-2
327	WILLIAMS	470-038-006	99	1	99	\$43.12	\$4,268.88	RM-2
321	WILLIAMS	470-038-007	82.5	1	82.5	\$43.12	\$3,557.40	RM-2
317	WILLIAMS	470-038-008	43.7	1	43.7	\$43.12	\$1,884.34	RM-2
303-311	WILLIAMS	470-038-009	138.8	0.75	104.1	\$43.12	\$4,488.79	RM-2
332-334	N WATER	470-013-003	93	0.75	69.75	\$51.95	\$3,623.51	B-3
215	WILLIAMS	470-013-004	33	1	33	\$51.95	\$1,714.35	B-3
331	N BALL	470-013-001	122	0.75	91.5	\$51.95	\$4,753.43	B-3
327-329	N WASHINGTON	470-012-001	264	0.75	198	\$51.95	\$10,286.10	OS-1
			1437		1282.55		\$58,767.12	

SEE SHEET TWO FOR EXPLANATION OF ASSESSMENT ROLL

OWOSSO

