



City Manager's Report: January 3, 2022

Projects, Updates, Community Information, Staffing, General Operations

BUILDING DEPARTMENT UPDATE

Project Name	Status	
ZONING AMENDMENTS		
City of Owosso	Amendments and rewrite of the City's zoning ordinance – 15 to 18 month process	
REZONING REQUESTS		
108 N Chipman	Rezone B-3 to I-1 – Planning Commission approved on 11/22/2021, pending Council public hearing	
SITE PLANS		
1410 Hathaway	Pending Planning Commission on 12/13/2021 for renovations to existing buildings and a new build	
LAND DIVISIONS/COMBINATIONS		
BUILDING PERMITS – COMMERCIAL		
702 W Main St	Demolition of school and convent – St Paul's	
300 W Main St	Demolition of Matthews Building (section next to river to remain). Demolition permit application received. Consumer's gas and electric disconnect scheduled for Jan 2022. Demolition initiated by owners at owner's expense.	
216 S Elm St	Demolition of 4 story brick industrial building. Court ordered. City paying with restricted fund balance reserved for this purpose. Completion Jan 2022.	
MARIJUANA LICENSES		
GROW		
1. 1750 E South St	Medical and Recreational	Renewed – July 2021
2. 1370 E South St	Medical/Recreational/Excess	Issued Med & Rec – Oct 2021, Issued Excess – Nov 2021
3. 1400 McMillan	Medical	In Process-Renovations to existing building
4. 1465 McMillan	Medical	In Process-New build
5. 1500 McMillian	Medical	In Process-Renovations to existing building
6. 1455 Industrial	Medical	In Process-Pending State approval
7. 1410/1420 Hathaway	Medical and Recreational	In Process-Renovations to existing buildings and new build
8. 403 State St.	Medical and Recreational	In Process-Renovations to existing buildings
9. 501 S Shiawassee	Grow	In Process-Construction plan review
10. 108 N Chipman	Medical and Recreational	In Process-Lot Split approved, Rezoning-TBD

RETAIL		
1. 117 W Main St	Medical and Recreational	Opened Oct. 2021
2. 1115 Corunna	Medical and Recreational	In Process-Pending State approval
3. 901 W Main	Medical and Recreational	Renewed – June 2021
4. 116 N Washington	Medical and Recreational	Renewed – January 2021

GRANTS UPDATE

Grants			
Grant	Amount	Status	Description
Railroad Grade Repair Grant	\$181,653	Awarded	This grant is from MDOT and will fund the replacement of the railroad crossing at S. Cedar Street.
ARP Grant – Medicare/Medicaid/CHIP	\$80,708	Award Updated	The Department of Health and Human Services (HHS), through the Health Resources and Services Administration (HRSA), is making payments to providers based on the amount and type of Medicare, Medicaid, and Children’s Health Insurance Program (CHIP) services provided to rural beneficiaries from January 1, 2019 through September 30, 2020. Initial award was \$56,200. An additional \$24,530 was awarded in Dec 2021.
ARPA Funding	\$1,510,000	Awarded	1 st payment received. Last payment will be received in 2022. Public online survey completed. Application materials and scoring criteria finalized. Reached out to County to inquire about possible collaboration for City projects/proposals that could potentially benefit non-city residents.
MSHDA NEP Grant	\$41,250	Awarded	Used to assist low-income home owners with eligible exterior home improvements up to \$7,500. Eligible applicants have been notified of awards and contractors have been hired. Projects completed by Spring 2022.
DNR Grant for Holman Pool Building	\$150,000	Cancelled	Bids came back more than twice what was budgeted for the project due to increases in labor and material costs. The building will be used for storage.
EGLE DWAM Grant	\$460,000	Awarded	Grant will help to identify lead and galvanized water service lines. OHM working with EGLE on this application.
EGLE Service Line Replacement Funding	\$3,000,000	Awarded	Owosso’s application was scored the highest this round. Project plan submitted July 1, 2021. This is 100% forgiven loan (Booker Funding) through the state’s revolving loan fund program. Dollars will be used to replace water service lines subject to LCR requirements.
EGLE Service Line Replacement Funding (2)	\$1,345,000	Awarded	This partial loan forgiveness funding is tied to the application above. This project involves more LSR replacements coupled with the replacement of the Center St water main and rehabilitation of the water system elevated towers. This opportunity is 30% Booker forgivable. Remainder of this project will need ARPA funding to complete.
FEMA SCBA Grant	\$250,000	Denied	This grant replaces the OFD’s breathing apparatuses. This is the second year we have been denied.

FEMA Radio Grant	\$1,200,000	Denied	This grant was in conjunction with other municipalities to replace OFD's radio units.
Federal COPS Grant	\$582,875 over 3 years	Denied	This grant funds up to 3 new police officer positions for 3 years. If awarded, the city would be required to continue funding these positions for an additional year.
Saginaw WIN Grant	\$10,500	Awarded	To help fund the Middle School area kayak launch.
USDA Police Cruiser Grant	\$17,500	Awarded	To pay 55% of the cost of a replacement police cruiser.
Safe Routes to School	\$600,000	Applied	To improve certain areas of sidewalk around the city and add sidewalk where needed to improve school safety. Partnership with OPSD for application submittal.
Consumers LED Rebate	\$5,460	Postponed	Replace light fixtures in City Hall with more efficient LED lights
Small Urban Grant	\$1,600,000	Denied	Reconstruct Chipman St from Beehler to M-21.
MEDC WRI Grant	\$1,600,000	Denied	Replace water main, streets, and LSLs on Center, Clyde, Huron, Lynn, and Milwaukee Streets. 25% match required.
MCACA Grant	\$82,500	Denied	Replace library AC, Library steam pipes, Gould House heat and AC, and Castle boiler. Required \$82,500 match. Will know in September, 2021 if we are awarded.
Small Urban Grant	\$375,000	Awarded	Reconstruct Gould St from Oliver to Moore.
T-Mobile Hometown Grant	\$45,300	Denied	Possibly help fund the Middle School Kayak Launch project so no millage money would be needed to complete the project. This would add to the Saginaw WIN Grant already awarded.
Wellhead Protection Grant	\$52,000	Applied	Fund wellhead educational activities, groundwater audit, wellhead protection software, and update the city's wellhead plan.

OPERATIONS AND COMMUNITY RELATIONS

- **Zoning Code Rewrite - \$32,000:** Initial meetings with city planner have begun. Process will take a minimum of 12 months. This is the last big step towards getting the city Redevelopment Ready certified with the MEDC.
- **County COVID Updates:** <http://health.shiawassee.net/Emergency-Preparedness/COVID-19-Stats.aspx>
- **State COVID Updates:** https://www.michigan.gov/coronavirus/0,9753,7-406-98163_98173---,00.html

STAFFING UPDATES

- New Hires/Promotions:
- Open Positions: Accountant (job offered by not accepted. Working with accounting firm in the interim).
- Retirement Announcements:

CITY PROJECTS

STREETS AND SIDEWALKS			
2021 Crush and Shape Program	Glenwood Ave: S. end to Farr	Widen existing roadway, pulverizing with stabilization, and asphalt resurfacing.	Complete
	Garfield Ave: S. end to Corunna	Widen existing roadway, pulverizing with stabilization, and asphalt resurfacing.	Complete
	Lincoln Ave: Farr to Monroe	Widen existing roadway, pulverizing with	Complete

		stabilization, and asphalt resurfacing.	
	McMillan Ace: S. end to Industrial	Widen existing roadway, pulverizing with stabilization, and asphalt resurfacing.	Complete
	Park St: Harper to Ridge	Widen existing roadway, pulverizing with stabilization, and asphalt resurfacing.	Complete
	Pearce St: South to Francis	Widen existing roadway, pulverizing with stabilization, and asphalt resurfacing.	Complete
	South St: McMillan to Aiken	Widen existing roadway, pulverizing with stabilization, and asphalt resurfacing.	Complete
2021 Street Patch Program		Contract awarded to Smith Sand and Gravel. Project began July 28, 2021. Contract will last until end of November to address any patches needed before winter.	Complete
2021 Sidewalk Program		Contract has been awarded to KMI Road Maintenance. Project began August 9, 2021. Work is about 95% complete.	Spring 2022 for site restoration activity
2021 Street Projects	Gould St (Oliver to Moore)	N Gould Street from Oliver to Moore: Work scope includes pavement rehabilitation with select curb and gutter repair, ADA sidewalk ramps, select sidewalk repair, complete storm sewer replacement, and permanent pavement markings and signing. No water main to be installed. Project is complete. Final close out procedures are underway.	Complete
	Maple Avenue: Corunna to N end	Scope of work includes street reconstruction along Maple Avenue from Corunna to north end. DPW water main replacement and service line installation were completed fall, 2021. Project bids are due December 14, 2021. Street construction scheduled to begin early spring, 2022.	Early Summer, 2022
	North Street: Hickory to M 52	North Street from Shiawassee St (M-52) to Hickory St: Work scope includes pavement rehabilitation with select curb and gutter replacement, ADA sidewalk ramps, select sidewalk repair, select storm sewer replacement, and permanent pavement markings and signing; water main replacement and water service line replacements. Project is a MDOT Small Urban Program project	Design phase
	Lee Street: Clark to Ada (petition)	Work scope includes pavement rehabilitation with select curb and gutter replacement, ADA sidewalk ramps, sidewalk replacement, and select storm sewer replacement; water main replacement and water service line replacements. Project was initiated by citizen petition.	Design phase
	Jerome: Hickory to Oakwood	Jerome Street from Hickory to Oakwood: Work scope includes crush and shape with asphalt pavement construction along with minor drainage upgrades.	Design phase. Will require all costs paid by ARPA
Downtown	Replace overhead street lights	Select replacement of street lights with new	Postponed.

	and poles	chairman lights and LED bulbs. In partnership with DDA.	DDA has not selected light design.
	Sidewalk repair	Coordinate with water utility to replace lead service lines before repairing select areas of downtown sidewalk	Design phase.

UTILITIES (Water and Sewer)			
Project	Project Name/Description	Status	Completed
Lead Action Level Exceedance	Filter giveaway event	Conducted 2 filter giveaway events in partnership with local and state health department. Remaining filters to be handed out at city hall for those who qualify. Email safewater@ci.owosso.mi.us or call 989-725-0545 to schedule an appointment to receive a filter curbside due to COVID lockdown.	Complete
	Filter Distribution	Distribute filters at city hall for those who qualify. See above for COVID lockdown procedures for filter giveaway.	Ongoing
	Public Education Mailer	Mail Public Education piece to every water account in the system.	Complete
	6 month lead/copper re-test	State mandated retesting for lead/copper levels 6 months after initial exceedance. Preliminary results show we are now below the action level. Official draft report has not been received yet but initial response is below action level.	Fall 2021
Lead/Galvanized Service Line Replacement	2021 - Replace 200 service lines in calendar year 2021	Original goal of 200 service lines not met.	Replaced 48 lines.
	2022 – Replace 100 service lines	Replace 100 lead service lines funded by DWRP loan from state.	Design phase
Water Billing Customer Portal	ACLARA ACE Portal	Allows customer online access to monitor their water usage.	Complete
Water Treatment Plant	SCADA System	Kick-off meeting with Tetra tech was 10.30.20	On Hold
	Backwash Pump and 16 inch hi service	Replace backwash pump, install redundant pump, and replace 16 inch water main in basement	Complete
Wastewater Plant	Headworks Project	Screw pumps installed. Bypass pumping has stopped. Grit chamber operational. Screeners relocated.	Completed.
	Screw pump building roof replacement	Replace roof on screw pump building.	Postponed due to cost
	Influent sampler replacement	Replace 25 year old influent sampler	Postponed
	Bisulfide tank replacement	Replace bisulfide tank	Completed
	Confined space entry equipment	Purchased new confined space entry equipment. Worker safety.	Postponed
	Sludge Truck dump box	Replace corroded dump truck box	Complete
	VFD controller rehab (5)	Rebuild/replace old variable frequency	Completed

		drive controllers	
	Pipe hanger replacement	Replace corroded plant sewer pipe hangers. As needed. Labor in house. Pay as you go.	Ongoing
	Solids Handling Project	Replace centrifuge, sludge tanks, main building roof, and remove unused equipment.	Dec 2022
Sewer Collection System – SRF Funded	2020 Sewer Rehab Project	All field work is complete. Contract close out procedures are underway. Contractor has draft final change order for review and waiting on his acceptance. Expected final payment is sometime November, 2021.	Complete: final amount \$673,187 (\$80,000 under budget)
Water Main Replacement	Clyde St: Walnut to Shiawassee	Replace 4 inch cast iron (1970s) with 6 inch PVC. Restore street surface and replace service lines where needed.	Design phase. On Hold pending funding availability
	Huron St: Huggins to E end	Replace 1.5 inch galvanized with 6 inch PVC. Restore street surface and replace service lines where needed.	Design phase. On Hold pending funding availability
	Lynn St: Howell to W end	Replace 4 inch cast iron (1960s) with 6 inch PVC. Restore street surface and replace service lines where needed.	Design phase. On Hold pending funding availability.
	Milwaukee St: S Lyon to S Cedar	Replace 2 inch galvanized (1960s) with 6 inch PVC. Restore street surface and replace service lines where needed	Design phase. On Hold pending funding availability.
	Center St: W North to W King	Replace 6 inch ductile iron with 8 inch PVC. Restore street surface and replace service lines where needed.	On DWRF project list for ELGE LCR Booker loan funding.

PARKS/ CEMETERY/ FORESTRY/ NONMOTORIZED

Project	Project Name/Description	Status	Completed
	CIS Trail Extension – Extend trail from Priest Rd. to City.	Huron & Eastern Railroad told the city they will not agree to allow the trail to run along RR right of way for liability reasons. Alternate route being pursued. This route does not involve RR at all. Would require easements through township and private property.	TBD
	Canoe/Kayak Launch installation	Work scope includes constructing a kayak launch and kayak locker north of the Heritage Footbridge. Design work is complete. EGLE permit application is in process and a permit is expected sometime late September. The ramp and landing area work may be done yet this year by City DPW and an organized volunteer group. The stairway construction phase is postponed until 2022 due to seasonal limitations.	Spring 2022
	Oakwood Bridge Surface Repair	DPW to replace entire surface. Material costs estimated to be \$35,000	June 2022

MOTOR VEHICLE POOL			
DPW	HydroVac Truck	Used for less-invasive excavation and lead service line identification.	Purchased
	Valve Turning Machine	Used for valve exercising and proper operation of valves for water system maintenance	Purchased
	Lawn tractor	John Deere tractor for mowing and misc projects	Purchased
Public Safety	FY 20-21 Police Cruiser		June 2022
	FY 21-22 Police Cruiser		June 2022
	Detective Vehicle	Replace Impala and Fusion with SUV	June 2022
	Ambulance replacement	Order placed. Will take 18 months. Saving \$100,000 this year and purchasing FY 2022-23. Chasing down potential new grant opportunities through USDA.	June 2023

BUILDING AND GROUNDS			
Library	HVAC rehab	Replace aging air conditioning systems. 3 rd party estimate received.	Bid Awarded
	Boiler Steam Distribution Line Replacement	The boiler for the library is in good shape. However, the distribution lines are leaky and need replacement. This would replace the entire distribution system. Multiple patches have been installed and the leaks are just appearing in new areas. Unlikely to be completed with MCACA grant denial.	TBD
Gould House	Rehabilitation Project	Roof replaced. Soffits and 2 porches repaired, replaced. HVAC systems replacement underway.	Jan 2022
City Hall	Replace city computers	Replace 6 computers in city hall	June, 2022. Chip shortage causing delays.
	Finance wing carpet replacement	Postponed due to COVID. Estimates being sought. Depending on cost, possibly bid out by Dec 2021.	FY 21-22
	Retaining Wall Rebuild	Project has been awarded to Gordon Construction Services. Base bid includes retaining wall, railing, turf restoration, and sidewalk reconstruction along the upper and lower portions of the retaining wall. Sidewalk south of the retaining wall including in the alternate bid will be reconstructed at a later date. Geotechnical design is complete. All preliminary city work was completed by City DPW crews. Wall construction and turf restoration are complete. Concrete sidewalk work at base of the wall complete.	Complete. Change orders for unexpected site conditions put this over budget.
	Security and Accessibility - IT	Replace/Add technology at city hall for security and accessibility. Replace old doorbell on basement entry and upgrade silent alarm system.	June 2022
	Replace laserfiche server	Replace 20 year old server that holds many electronic city records for the clerk's office	June 2022
	Wireless accessibility	Replace and add routers for better WiFi coverage	June 2022

		in city hall. Current dark areas on all floors will be corrected. Speed increased	
	Replace phone system routers	These routers connect all city facilities on one phone system. Current routers are no longer supported by Cisco.	June 2022
	Recharge server room Halon Syst	The gas fire suppression system in the server room needs to be recharged	June 2022
Public Safety	Police Body Cameras	Purchase and equip officers with body cameras. Server purchased FY 19-20.	June 2022
	Defibrillator	Purchase monitor/defibrillator for fire/EMS	Complete
	Boiler repair	Replace some steam lines for the heating system	Complete
Main Street Parking Lot	EV Charging Station Installation	Charging stations are ready to be turned on by the DDA. A public event is being planned to do so.	Complete
Public Works	Replace overhead doors at shop	Replace insulated overhead doors on main shop building.	June 2022

CONTRACTS AND AGREEMENTS

Sewer	Agreement between the city, Corunna, Owosso Twp, and Caledonia Twp for WWTP maintenance/replacement/capacities	Staff and WWTP Authority reviewing agreement.	TBD
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