



City Manager's Report: October 4, 2021

Projects, Updates, Community Information, Staffing, General Operations

BUILDING DEPARTMENT UPDATE

Project Name	Status	
ZONING AMENDMENTS		
City of Owosso	1. Rewrite of the City's zoning ordinance – 15 to 18 month process	
3. REZONING REQUESTS - Planning Commission Meeting on 09/27/2021 for the purpose of multi-family		
Sutton Properties	4. 715 S Washington B-1 to RM-1 Multiple Family	
Sutton Properties	5. 703 S Washington R2-2FM to RM-1 Multiple Family	
Sutton Properties	6. 702 S Park R1-1FM to RM-1 Multiple Family	
Sutton Properties	7. 801 S Washington R2-2FM to RM-1 Multiple Family	
SITE PLANS		
403 State St	Pending review on 09/27/2021	
LAND DIVISIONS/COMBINATIONS		
Sutton Properties	Combined multiple lots to allow for multiple family dwellings	
BUILDING PERMITS – COMMERCIAL		
514 and 515 W King St	Demolition of 2 houses owned by Memorial Healthcare	
MARIHUANA LICENSES		
GROW		
8. 1750 E South St	Medical and Recreational	Renewed – July 2021
9. 1370 E South St	Medical and Recreational	In Process-Pending State approvals
10. 1400 McMillan	Medical	In Process-Renovations to existing building
11. 1465 McMillan	Medical	In Process-New build
12. 1500 McMillan	Medical	In Process-Renovations to existing building
13. 1455 Industrial	Medical	In Process-Pending finals approvals (Building and
14. 1410/1420	Medical and Recreational	In Process-Renovations to existing buildings
15. 403 State St.	Medical and Recreational	In Process-Pending SPR and renovations to existing
RETAIL		
1. 117 W Main St	Medical and Recreational	In Process of opening-State approved
2. 1115 Corunna	Medical and Recreational	In Process/License Transfer approved/Pending State
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
ARPA Funding	\$1,510,000	Awarded. Yet to receive 1 st payment.	First half will be received from state before Dec 30, 2021. Second half will be received in 2022. Staff has released online public survey. Working on getting written survey to Owosso residents in next water bill. Staff to present process, criteria, and scoring plan to Council on September 20, 2021. Council to establish process for project funding by October 4, 2021
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	Awarded	Will require \$50,000 match. Architect has finalized plans and will submit to state after the project has been bid.
EGLE DWAM Grant	\$504,000	Revised	OHM revised our application on request of EGLE. State wants to spread the money around further due to heightened need and interest in lead service line identification projects in other communities. OHM to handle application revisions, bidding, and contract monitoring.
EGLE Service Line Replacement Funding	\$3,000,000	Awarded Pending Final Draft IUP	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.
FEMA SCBA Grant	\$250,000	Denied	This grant replaces the OFD's breathing apparatuses. This is the second year we have been denied. Asking the County to fund \$90,000 worth of SCBA replacement in partnership with other countywide fire departments with their ARPA dollars.
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	Applied	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.
USDA Police Cruiser Grant	\$17,500	Awarded	To pay 55% of the cost of a replacement police cruiser
USDA Ambulance Grant	\$80,000	Awarded	Original grant amount was capped \$50,000. Negotiated with USDA to increase that amount to a full 35% of the purchase price of a new ambulance.
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	Applied	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	Applied	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

- Leaf pickup starting on October 27
- New Hopkins Lake dock will be removed to preserve warranty by mid-October.
- **MASTER PLAN UPDATE:** COMPLETED
- **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, DDA Director (interviews concluded Oct 4
- Announced Retirements or Departures:

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.	Started Aug, 2021. Oct, 2021 completion.
	Garfield Ave: S. end to Corunna	Widen existing roadway, pulverizing with stabilization, and asphalt resurfacing.	Started Aug, 2021. Oct, 2021 completion.
	Lincoln Ave: Farr to Monroe	Widen existing roadway, pulverizing with stabilization, and asphalt resurfacing.	Started Aug, 2021. Oct, 2021 completion.
	McMillan Ace: S. end to Industrial	Widen existing roadway, pulverizing with stabilization, and asphalt resurfacing.	Started Aug, 2021. Oct, 2021 completion.
	Park St: Harper to Ridge	Widen existing roadway, pulverizing with stabilization, and asphalt resurfacing.	Started Aug, 2021. Oct, 2021 completion.

	Pearce St: South to Francis	Widen existing roadway, pulverizing with stabilization, and asphalt resurfacing.	Started Aug, 2021. Oct, 2021 completion.
	South St: McMillan to Aiken	Widen existing roadway, pulverizing with stabilization, and asphalt resurfacing.	Started Aug, 2021. Oct, 2021 completion.
2021 Street Patch Program		Contract has been awarded to Smith Sand and Gravel. Project began July 28, 2021. List 1 is about 95% complete. List 2 is planned for mid-October, 2021.	Oct, 2021
2021 Sidewalk Program		Contract has been awarded to KMI Road Maintenance. Project began August 9, 2021. Work is about 20% complete.	Oct, 2021
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 punch list and close out procedures are underway.	Complete
	Maple Avenue: Corunna to N end (Petition)	Maple Avenue from Corunna to north end: Work scope includes street reconstruction and water main replacement from a 4 inch main to a 6 inch main. DPW water main replacement is complete. Water service line installation is in progress. Street construction scheduled to begin early spring, 2022.	Early Summer, 2022
Downtown	Replace overhead street lights and poles	Select replacement of street lights with new chairman lights and LED bulbs. In partnership with DDA.	June 2022
	Sidewalk repair	Coordinate with water utility to replace lead service lines before repairing select areas of downtown sidewalk	Design phase.
Planned Street Projects	Jerome Street and river walkway	Jerome Street from Hickory to Oakwood: Work scope includes crush and shape with asphalt pavement construction along with minor drainage upgrades. Survey was ordered for July, 2021. Design work to follow. \$400,000	Survey ordered. Must be funded with ARPA. Streets funds must be directed elsewhere.
	Lee Street (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. Survey was ordered September, 2021. Design work to follow.	TBD
	North Street: M52 to Hickory	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	Will be difficult to fund in both streets and water funds.

		service line replacements. Project is a MDOT Small Urban Program project. Design work in progress.	
--	--	--	--

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. Official report says we are below the lead action level.	Fall 2021
Lead/Galvanized Service Line Replacement - 2021	Replace 200 service lines in calendar year 2021	First step is to definitively identify service line as lead or galvanized. This involves either a home inspection or hydro excavation if home access is not possible. Hydro excavations have started. First 35 locations coinciding with street projects will begin late June and completed in mid-August, 2021 subject to contract award on June 7.	Will not meet deadline to replace 200 lines by Dec 2021.
Water Billing Customer Portal	ACLARA ACE Portal	Staff continues to meet with ACLARA to implement the water use online customer portal. Target for rollout is after we can get a mailer sent in next water bill with instructions on how to create an account on ACE.	Staff working with ACE system staff to resolve potential privacy and security concerns.
Water Treatment Plant	SCADA System	Kick-off meeting with Tetra tech was 10.30.20	Delayed
	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. Only punch-list items remain	Completed. A few punch-list items remaining.
	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 drive controllers	Completed
	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.	Complete
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. Possible ARPA project.

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, landing area, storage area, and stairway. The project location is along the east bank of the Shiawassee River, about 60' north of the Heritage Footbridge. Final plans were submitted to the state of Michigan and EGLE responded with its permit to place the launch. A kickoff meeting was conducted between city representatives and a group of volunteers. The volunteer group will construct the ramp yet this year. All remaining work will be suspended until spring, 2022 when river conditions will allow continuation. City DPW will construct the landing and kayak storage area. A City hired Contractor will construct the stairway. Projected completion date is July, 2022.	Spring 2022
	Oakwood Bridge Surface Repair	DPW has lumber to replace/repair worn planks on walking surface.	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		Ordered
	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. USDA grant awarded for \$80,000. Total price: \$220,000	June 2023

BUILDING AND GROUNDS			
Library	HVAC rehab	Replace aging air conditioning systems. 3 rd party estimate received. Bid solicitation to go out by November 1, 2021.	FY 2021
	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 work has begun. Soffits and porches will be repaired, replaced next. HVAC bid awarded to Mauer Heating and Cooling. At least 2 change orders will be necessary to pay for unforeseen damage to bay window and porch roofs.	October 2021
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 is complete. Concrete sidewalk and turf restoration work planned for early October, 2021 as river level allows.	Oct, 2021
	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 in city hall. Current dark areas on all floors will be corrected. Speed increased	June 2022
	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	June 2022
	Boiler repair	Replace some steam lines for the heating system	Complete
Main Street Parking Lot	EV Charging Station Installation	A check from the Revolving Loan Fund will be issued to the DDA on 10.29.20. Electric transformer installed. EV stations to be installed by November 1, 2021.	Nov 2021
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
--------------	--	---	-----