

**CITY OF OWOSSO**  
**MONDAY, JUNE 03, 2013**  
**REGULAR MEETING OF THE CITY COUNCIL**  
**7:30 P.M.**

Meeting to be held at City Hall  
301 West Main Street

**AGENDA**

**OPENING PRAYER:**

**PLEDGE OF ALLEGIANCE:**

**ROLL CALL:**

**APPROVAL OF THE AGENDA:**

**APPROVAL OF THE MINUTES OF REGULAR MEETING OF MAY 20, 2013:**

**ADDRESSING THE CITY COUNCIL**

1. Your comments shall be made during times set aside for that purpose.
2. Stand or raise a hand to indicate that you wish to speak.
3. When recognized, give your name and address and direct your comments and/or questions to any City official in attendance.
4. Each person wishing to address the City Council and/or attending officials shall be afforded one opportunity of up to four (4) minutes duration during the first occasion for citizen comments and questions. Each person shall also be afforded one opportunity of up to three (3) minutes duration during the last occasion provided for citizen comments and questions and one opportunity of up to three (3) minutes duration during each public hearing. Comments made during public hearings shall be relevant to the subject for which the public hearings are held.
5. In addition to the opportunities described above, a citizen may respond to questions posed to him or her by the Mayor or members of the Council, provided members have been granted the floor to pose such questions.

**PROCLAMATIONS / SPECIAL PRESENTATIONS**

1. Mark Agnew Proclamation. Local business owner Mark Agnew will utilize his Mayor for a Day certificate to deliver a proclamation.
2. Proclamation – Michael Wheeler. A Mayoral Proclamation recognizing Officer Michael Wheeler for his years of service to the City upon the occasion of his retirement.

**PUBLIC HEARINGS**

1. Ordinance Amendment – Notifications. Conduct a public hearing to receive citizen comment regarding proposed ordinance to amend Chapter 1, General Provisions, Section 1-9, *Notices*, of the Code of Ordinances of the City of Owosso, Michigan to clarify the procedures for notification.
2. Ordinance Amendment – Grass and Noxious Weeds. Conduct a public hearing to receive citizen comment regarding proposed ordinance amendment to amend Chapter 18, Nuisances, Article V, *Grass and noxious weeds*, Sections 18-121 through 18-125, of the Code of Ordinances of the City of Owosso, Michigan to update the list of prohibited plant species and to reflect the provisions of the 2009 International Property Maintenance Code.

3. Special Assessment District No. 2013-03 – Hazards and Nuisances. Conduct a public hearing to receive citizen comment regarding Special Assessment District No. 2013-03, Hazards and Nuisances, as it relates to unpaid costs incurred in the altering, repairing, tearing down, abating and removing of hazards and nuisances at 804 Center Street.

## **CITIZEN COMMENTS AND QUESTIONS**

### **CITY MANAGER REPORT**

Project Status Report

### **CONSENT AGENDA**

1. Firefighters Association Parade Permission. Consider application of the Michigan State Firefighters Association for permission to use South Washington Street from Oliver Street to Gute Street, Gute Street from Washington Street to Palmer Avenue from 8:00am to 9:00am on Saturday, June 29, 2013 for a parade, waive the insurance requirement, and authorize Traffic Control Order No. 1295 formalizing the request.
2. Bid Award – Curb Replacement Program. Accept the low bid from Sumbera Excavating, Inc. for the 2013 Miscellaneous Curb Replacement Program in the amount of \$10,237.25.
3. Bid Award – Ferric Chloride. Accept low bid from Kemira Water Solutions, Inc. for Ferric Chloride in the amount of \$.588 per pound of iron, with an estimated annual contract of \$42,336.00, and authorize payment based on the bid unit prices for actual quantities required for the fiscal year ending June 30, 2014.
4. Bid Award – Sodium Hypochlorite. Accept low bid from Jones Chemical, Inc. for bulk Sodium Hypochlorite in the amount of \$.73 per gallon plus \$50 per truck load for split delivery with an estimated annual contract of \$40,020.00 and authorize payment based on the bid unit prices for actual quantities required for the fiscal year ending June 30, 2014.
5. Bid Award - Quicklime. Accept low bid from Graymont Western Lime Corporation for Quicklime in the amount of \$140.00 per ton, with an estimated annual contract of \$112,000.00 and authorize payment based on the bid unit prices for actual quantities required for the fiscal year ending June 30, 2014.
6. Professional Services Agreement. Authorize professional services agreement with Powertech Services, Inc. for replacement and service to two main electrical circuit breakers (high voltage) at the Wastewater Treatment Plant at a cost of \$49,412.00 and further authorize payment up to the contract amount.
7. Professional Services Agreement. Consider professional services agreement with Thomas Roberts Architect, LLC for design related services for the facade improvement projects at 110 East Exchange, 111 East Main, 112 South Washington, 207 North Washington, and 117-119 North Washington as a part of the downtown façade grant, in an amount estimated at \$14,250.00, and authorize payment of \$213.00 from the General Fund, the remaining balance to be paid by the individual property owners.
8. 2013-14 Water & Sewer Rates. Approve the proposed water and sewer rates for the 2013-14 fiscal year.

### **ITEMS OF BUSINESS**

1. Obsolete Property Rehabilitation Exemption Certificate Revocation. Consider revocation of Obsolete Property Rehabilitation Exemption Certificate #3-11-0016 for the property located at 104-108 North Washington Street.

2. Community Development Presentation. Presentation by Assistant City Manager Adam Zettel regarding the anticipated construction projects around town this summer.

### **COMMUNICATIONS**

1. Richard C. Williams, Finance Director. Revenue and Expenditure Report – April 2013.
2. Downtown Development Authority/Main Street. Minutes of May 1, 2013.
3. Historical Commission. Minutes of May 13, 2013.
4. Downtown Historic District Commission. Minutes of May 22, 2013.

### **CITIZEN COMMENTS AND QUESTIONS**

### **NEXT MEETING**

Monday, June 17, 2013

### **BOARDS AND COMMISSIONS OPENINGS**

Building Board of Appeals – 2 Alternates, terms expire 06-30-2015 (candidates must possess construction knowledge)

### **ADJOURNMENT**

The City of Owosso will provide necessary reasonable auxiliary aids and services, such as signers for the hearing impaired and audio tapes of printed materials being considered at the meeting, to individuals with disabilities at the meeting/hearing upon seventy-two (72) hours notice to the City of Owosso. Individuals with disabilities requiring auxiliary aids or services should contact the City of Owosso by writing or calling the following: Amy K. Kirkland, City Clerk, 301 West Main Street, Owosso, MI 48867 or at (989) 725-0500. The City of Owosso Website address is [www.ci.owosso.mi.us](http://www.ci.owosso.mi.us).

**OWOSSO CITY COUNCIL**

**MAY 20, 2013**

**7:30 P.M.**

**PRESIDING OFFICER:** MAYOR BENJAMIN R. FREDERICK

**OPENING PRAYER:** GINA MOSKAL, LAY PERSON (RETIRED)  
ST. PAUL CATHOLIC CHURCH

**PLEDGE OF ALLEGIANCE:** GORDON PARKINSON

**PRESENT:** Mayor Benjamin R. Frederick, Mayor Pro-Tem Cindy S. Popovitch,  
Councilpersons Loreen F. Bailey, Thomas B. Cook, Michael J. Erfourth,  
Christopher T. Eveleth and Burton D. Fox.

**ABSENT:** None.

**APPROVE AGENDA**

Motion by Councilperson Eveleth to approve the agenda with changes to the following items:

Move to Items of Business:

5. CDBG Sign Grant Approval – 113 South Washington Street

Add to the Consent Agenda:

8. Art Walk Permission.

Motion supported by Mayor Pro-Tem Popovitch and concurred in by unanimous vote.

**APPROVAL OF THE MINUTES OF REGULAR MEETING OF MAY 6, 2013**

Motion by Councilperson Fox to approve the Minutes of the Regular Meeting of May 6, 2013, correcting the reference to City Manager Crawford on page three to reflect the correct title (City Manager, not Councilperson).

Motion supported by Councilperson Erfourth and concurred in by unanimous vote.

**APPROVAL OF THE MINUTES OF SPECIAL MEETING OF MAY 8, 2013**

Motion by Councilperson Eveleth to approve the Minutes of the Regular Meeting of May 8, 2013 as presented.

Motion supported by Councilperson Erfourth and concurred in by unanimous vote.

**PROCLAMATIONS / SPECIAL PRESENTATIONS**

**DANDY WALKER AWARENESS MONTH**

Mayor Frederick read aloud the following proclamation of the Mayor's Office declaring May 2013 as Dandy Walker Syndrome and Hydrocephalus Awareness Month in the City of Owosso:

**A PROCLAMATION  
OF THE MAYOR'S OFFICE OF THE CITY OF OWOSSO, MICHIGAN  
DESIGNATING MAY 2013 AS  
DANDY-WALKER SYNDROME AND HYDROCEPHALUS AWARENESS MONTH  
IN THE CITY OF OWOSSO**

**WHEREAS,** Dandy-Walker Syndrome is the most common congenital malformation of the cerebellum. Between 10,000 and 40,000 people have Dandy-Walker Syndrome in the United States; and

**WHEREAS** Dandy-Walker Syndrome affects at least one child in every 25,000 live births. However, this is likely a significant underestimate because of the difficulties in diagnosing the syndrome. Patients with Dandy-Walker Syndrome may present with developmental delays, enlarged head circumference, and signs or symptoms of hydrocephalus – the excessive accumulation of fluid in the brain; and

**WHEREAS,** the Dandy-Walker Alliance, Inc. is the only national organization focusing on promoting the public good and supporting education, informational activities and non-partisan research that increases public awareness of this congenital birth defect; and

**WHEREAS,** Dandy-Walker Syndrome and Hydrocephalus Awareness Month provides an opportunity to raise awareness of this disability and to focus on efforts to improve the lives of those living with Dandy-Walker, as well as to find a cause and better treatment options.

**WHEREAS,** Dandy-Walker is largely unknown to the general public; therefore, it is the desire of this office and of the Owosso City Council to educate and inform this community to assure that families facing this diagnosis can receive support. In particular, we join with the Scrimger family and celebrate that their son Bennett has received the care he needed and is a happy and healthy toddler. We also applaud Dr. Kurt Aurand and his team at Memorial Healthcare for their attention to this syndrome and the outstanding level of care they are providing for the Scrimger family and so many others in Owosso.

**NOW, THEREFORE,** I, Benjamin R. Frederick, Mayor of the City of Owosso, do hereby proclaim May 2013, as Dandy Walker Syndrome and Hydrocephalus Awareness Month in the City of Owosso and encourage all citizens to join me in this worthy observance.

Proclaimed this 20<sup>th</sup> day of May, 2013.

The entire Scrimger family, including 18-month old son Bennett, a Dandy-Walker patient, were on hand to receive the proclamation.

#### **AMOS GOULD OUTSTANDING CITIZEN AWARD**

Mayor Frederick presented the 2012 Amos Gould Outstanding Citizen award to David Shepard, honoring him for his long-time volunteer efforts in the City of Owosso and all around the world. Describing him as irritatingly humble, Mayor Frederick noted a few of Dave's volunteer efforts over the years including 9 mission trips, assisting 3 Eagle Scouts with their Eagle projects, and founding and directing the local chapters of the Key Club and the Builders Club at the High School and Junior High respectively. Dave has also been a Kiwanis Club member for over 34 years. Mr. Shepard has been involved in countless volunteer efforts in the City and his volunteer exploits have taken him all over the world.

Dave thanked the Mayor for the honor, he said he was accepting the award on behalf of all of the volunteers out there, and there were far more deserving folks for such an award. Mr. Shepard was presented with a key to the city for his honor.

#### **SHIAWASSEE HOMEBUILDERS ASSOCIATION PRESENTATION**

Association president Jerry Meyer was on hand to present a before and after pictorial of the rehabilitation pilot project at 1409 West Main Street, noting all of the work that had been done on the house. He went on to say that while the Association had to dedicate almost twice as much money as they had originally budgeted to complete the project he hoped the recent upswing in the market would help them to break even on the deal. He said that the Association recognized the value the project brought to the

neighborhood by stabilizing a deteriorating property and putting local people to work and they had not completely ruled out taking on another project.

Councilperson Cook thanked the organization for undertaking the project and said he hoped to take away knowledge from the experience that could be applied to future projects to make them more viable.

## **PUBLIC HEARINGS**

None.

## **CITIZEN COMMENTS AND QUESTIONS**

Mayor Frederick thanked County Commissioner Horvath for providing written information on the status of animal control in the county.

On behalf of the Military Order of the Purple Heart, the VFW, and the Disabled American Veterans Eddie Urban, 601 Glenwood Avenue, thanked Amos Gould award winner Dave Shepard for his work on the recent fund raiser for the Wounded Warrior Project setting off Chinese paper lanterns at the airport. He said the display was not only generous but very beautiful.

Mayor Frederick noted that a host of students had expressed a desire to be at the meeting to honor Mr. Shepard but various previously scheduled athletic and academic events prevented them from coming.

Joni Forster, former City Council woman & member of the Historical Commission, said she was experiencing great frustration with the funding structure for the City's historic properties as well as the lack of formal agreements governing any number of duties relating to those historic properties and the land they sit on. She went on to say that despite the burden placed upon the Historical Commission in regard to funding the upkeep and programming for the historic properties that there was no communication between the Commission, the Council, and City Staff making their job even more difficult. She asked that Council consider reviewing the funding structure for the Commission.

Mayor Pro-Tem Popovitch thanked Amos Gould award winner Dave Shepard for helping her over years saying that when she was a single mother with young children he would sneak across the street to her house and shovel her driveway in the winter without her knowing. She also noted her appreciation for Ms. Forster's comments saying the budget was a difficult document to understand and was still tough for her even after 3 years on the Council.

There was discussion regarding the condition of the City's historic properties, the source of funding for maintenance and programming for the properties, and the desire to better define the role of the properties and the role of stakeholders.

Councilperson Cook remarked on the success of the first ever Culture Fest event and the downtown car show over the weekend, saying it was really nice to see all the activity in town.

He went on to address some of his immediate concerns with the County's response to the City's inquiry about animal control. This sparked a discussion between Council and County Commissioner Horvath, who was present in the audience. The Council wanted to know what service they received in exchange for dog license fees and how much money is generated from dog licenses issued to City residents. Comments were made that it was unfair for City residents to pay dog license fees and county taxes but receive no services in exchange.

Councilperson Erfourth thanked Lorraine Austin for her work in organizing Culture Fest saying it was a great event and he hoped it would continue. He went on to thank Ms. Forster for coming to speak to the Council and for her efforts on the Historical Commission. He relayed the frustration the Commission experiences with a lack of solid funding, confusion as to who is responsible for certain tasks, and the missed opportunities to capitalize on the City's historic properties due to a lack of man power. He said

the proposed historical director role had generated criticism due to its added cost but he felt that there was greater expense in missing opportunities to utilize the historic properties.

### **CITY MANAGER REPORT**

City Manager Crawford distributed copies of the Fred Meijer CIS Trailway study containing a proposed route for the section of the trail going through the City. There was a brief discussion regarding signage for the trail.

Councilperson Eveleth inquired whether the traffic issue at the High School that was brought up by a citizen a few weeks ago had been investigated. Public Safety Director Lenkart indicated he had talked with the principal and he had indicated the main traffic issue in the area existed only for a few minutes around the time that school is let out and it resolves itself rather quickly. There was discussion regarding installing signage and striping so that pedestrian crossings in the area are more visible.

Councilperson Erfourth inquired whether the DPW could dig out some new flower beds in Curwood Castle Park as a Historical Commission member was willing to donate and plant flowers in the park if someone would work up the soil for her. City Manager Crawford indicated he realized Curwood Castle Park was in need of refurbishing and the City was in the process of looking for potential grant money to help with such a project. He also expressed his frustration with the ever increasing requests for free work by the DPW, saying their numbers were reduced and funding for extra work is an issue. As the resources of the DPW are clearly finite Councilperson Cook suggested the City allocate a certain amount of funds each year for assistance with volunteer projects such as this. Projects would then be prioritized to determine which projects could receive help in that fiscal year. Councilperson Fox expressed his frustration that the City would not simply perform the work requested. He said such refusals would result in citizens ceasing to donate to the City. Mayor Frederick suggested such projects could potentially be helped through a private organization, such as the Helping Hands group, if the City granted permission for the work to be done. Councilperson Fox indicated he would like to see the creation of a policy to that effect.

### **CONSENT AGENDA**

Motion by Councilperson Eveleth to approve the Consent Agenda as follows:

Ordinance Amendment First Reading and Set Public Hearing – Notifications. Conduct First Reading and set a public hearing for June 3, 2013 to receive citizen comment regarding proposed ordinance to amend Chapter 1, General Provisions, Section 1-9, *Notices*, of the Code of Ordinances of the City of Owosso, Michigan to clarify the procedures for notification as follows:

#### **RESOLUTION NO. 43-2013**

#### **TO SET A PUBLIC HEARING TO HEAR COMMENT REGARDING THE PROPOSAL TO AMEND CHAPTER 1 GENERAL PROVISIONS OF THE CODE OF ORDINANCES TO AMEND THE SECTION REGARDING NOTICES**

Whereas, Section 1-9 of the Code of the City of Owosso defines the manner in which notices shall be served to private individuals in the instance expenses have been accrued for work performed by the City on private property, including sidewalk repairs, sewer or water connections, abatement of dangerous structures, and abatement of nuisances; and

Whereas, the manner of notification in each of the above mentioned circumstances is clearly defined elsewhere in the Code or, in cases regarding property maintenance, in the International Property Maintenance Code (IPMC); and

Whereas, Section 1-9 causes confusion due to its redundancy, and sometimes conflict, with provisions of the Code and the IPMC.

Now, Therefore, Be It Resolved, by the Council of the City of Owosso, Michigan that the following amendment to the Code of the City of Owosso be recommended:

THE CITY OF OWOSSO ORDAINS:

Section 1. That Chapter 1, General Provisions, Section 1-9, *Notices*, of the Code of Ordinances of the City of Owosso, Michigan is hereby amended as follows:

**Sec. 1-9. - Notices.**

Notices regarding ~~sidewalk repairs, sewer or water connections, dangerous structures, abating nuisances or any other act~~, the expense of which, if performed by the city, may be assessed against the premises under the provisions of this Code, shall be served **in the following manner if not otherwise specified elsewhere:**

- (1) By delivering the notice to the owner personally or by leaving the same at his or her residence, office or place of business with some person of suitable age and discretion; or
- (2) By mailing the notice by **first class or** certified ~~or registered~~ mail to such owner at his or her last known address; or
- (3) If the owner is unknown, by posting the notice in some conspicuous place on the premises at least five (5) days before the act or action concerning which the notice is given is required or is to occur.

Section 2. This amendment shall become effective twenty days after passage.

Section 3. This ordinance may be purchased or inspected in the city clerks' office, Monday through Friday between the hours of 9:00 a.m. and 5:00 p.m.

Section 4. A public hearing is set for Monday, June 3, 2013 at 7:30 p.m. to hear citizen comment regarding the proposed amendment.

Ordinance Amendment First Reading and Set Public Hearing – Grass and Noxious Weeds. Conduct First Reading and set a public hearing for June 3, 2013 to receive citizen comment regarding proposed ordinance amendment to amend Chapter 18, Nuisances, Article V, *Grass and noxious weeds*, Sections 18-121 through 18-125, of the Code of Ordinances of the City of Owosso, Michigan to update the list of prohibited plant species and to reflect the provisions of the 2009 International Property Maintenance Code as follows:

**RESOLUTION NO. 44-2013**

**AMENDING CHAPTER 18 NUISANCES  
ARTICLE V, GRASS AND NOXIOUS WEEDS  
SECTIONS 18-121 THROUGH 18-125  
OF THE CODE OF ORDINANCES**

AN ORDINANCE to amend Chapter 18, Nuisances, Article V, *Grass and noxious weeds*, Sections 18-121 through 18-125 of the Code of the City of Owosso, to update the list of prohibited plants and to reflect the provisions of the 2009 International Property Maintenance Code.

Whereas, prior to 1977 the City adopted an ordinance prohibiting the growth of tall grass and noxious weeds and defining a process by which violations of the ordinance would be handled; and



Whereas, since that time the State has added new species to the list of prohibited and restricted plants and the City has adopted the 2009 International Property Maintenance Code (IPMC) which contains provisions regulating the growth of weeds and grass; and

Whereas, amendment of the City Code is required to keep it up to date and bring it into symmetry with the provisions of the IPMC.

Now, Therefore, Be It Resolved, by the Council of the City of Owosso, Michigan that the following amendments to Chapter 18, Nuisances, Article V, *Grass and noxious weeds*, Sections 18-121 through 18-125 of the Code of the City of Owosso are proposed and further a public hearing is set for June 3, 2013 as follows:

#### THE CITY OF OWOSSO ORDAINS:

Section 1. That The Code of Ordinances of the City of Owosso, Michigan is hereby amended by altering Chapter 18, Nuisances, Article V, *Grass and noxious weeds*, Sections 18-121 through 18-125 as follows:

##### **Sec. 18-121. - Definitions.**

For the purposes of this article "noxious weeds" shall include Canada thistle (*Cirsium arvense*), doddgers (any species of *Cuscuta*), mustards (*charlock*, black mustard and Indian mustard, species of *Brassica* or *Sinapis*), wild carrot (*Daucus carota*), bindweed (*Convolvulus arvensis*), perennial sow-thistle (*Sonchur arvensis*), hoary alyssum (*Berteroa incana*), ragweed (*Ambrosia elatior*.) and poison ivy (*rhys toxicodendron*), poison sumac (*toxicondendron vernix*), **and any species identified by the Michigan Natural Resources and Environmental Protection Act (Act 451 of 1994) as prohibited or restricted including: African oxygen weed (Lagarosiphon major), Brazilian elodea (Egeria densa), Cyllindro (Cylindrospermopsis raciborskii), European frogbit (Hydrocharis morsus-ranae), Fanwort (Cabomba caroliniana), Giant hogweed (Heracleum mantegazzianum), Giant salvinia (Salvinia molesta, auriculata, biloba, or herzogii), Hydrilla (Hydrilla verticillata), Japanese knotweed (Fallopia japonica), Parrot's feather (Myriophyllum aquaticum), Starry stonewort (Nitellopsis obtusa), Water chestnut (Trapa natans), Yellow floating heart (Nymphoides peltata), Curly leaf pondweed (Potamogeton crispus), Eurasian watermilfoil (Myriophyllum spicatum), Flowering rush (Butomus umbellatus), Phragmites or common reed (Phragmites australis).**

##### **Sec. 18-122. - Prohibited conditions.**

No person occupying any premises, nor any person owning any unoccupied premises, shall permit or maintain on any such premises:

- (1) Any growth of noxious weeds;
- (2) Any growth of grass or other rank vegetation to a greater height than ~~twelve (12)~~ **eight (8)** inches ~~in the average~~; or
- (3) Any accumulation of dead weeds, grass or brush.

##### **Sec. 18-123. - Duty of occupant or owner.**

It shall be the duty of the occupant of every premises and the owner of unoccupied premises within the city to cut and remove or destroy by lawful means all such noxious weeds and grass, at least once each year not later than the fifteenth day of May, and thereafter as often as may be necessary to comply with the provisions of this article.

##### **Sec. 18-124. - Cutting by city.**

If any person shall fail to comply with the provisions of section 18-123 by the specified time, the city ~~manager shall, through the department of public works,~~ cause all such grass and noxious weeds to be cut or destroyed upon lands of the person not complying with the provisions hereof. ~~The director of the~~

~~department shall keep an~~ An accurate account of all expenses incurred with respect to each parcel of land entered upon in carrying out the provisions of this article **shall be kept** and ~~shall make a sworn statement of the account and present the same to the city manager~~ **and presented for invoicing.**

**Sec. 18-125. - Collection ~~from owner~~ of unpaid charges.**

A copy of ~~the sworn statement, including an~~ the account of the costs incurred on each of the several descriptions or parcels of property, shall be transmitted to the city treasurer. The city treasurer shall add to all such accounts fifteen (15) percent of all such expenditures to cover the costs of publication, overhead and other expense, and collect the total amount as provided in section 10.7 of the Charter.

**Sec. 18-126. - Notice of requirements.**

The city clerk shall on or before the first day of May of each year give notice of the requirements and provisions of this article by publishing a notice thereof once a week for two (2) successive weeks in a newspaper of general circulation in the city.

**Secs. 18-127—18-130. - Reserved.**

Section 2. This amendment shall become effective twenty days after passage.

Section 3. This ordinance may be purchased or inspected in the city clerks' office, Monday through Friday between the hours of 9:00 a.m. and 5:00 p.m.

Section 4. A public hearing is set for Monday, June 3, 2013 at 7:30 p.m. to hear citizen comment regarding the proposed amendment.

Traffic Control Order No. 1293. Authorize Traffic Control Order No. 1293 for the installation of School Bus Parking Only signs on the north side of Oliver Street from Shiawassee Street to Ada Street.

Traffic Control Order No. 1294. Authorize Traffic Control Order No. 1294 to allow parking along the south side of Comstock Street from Washington Street to Park Street.

Payment Authorization. Authorize final payment to the Michigan Department of Transportation for work completed on the reconstruction of Oliver and Stewart Streets in the amount of \$20,509.62 as follows:

**RESOLUTION NO. 45-2013**

**AUTHORIZING FINAL PAYMENT TO  
THE MICHIGAN DEPARTMENT OF TRANSPORTATION  
FOR WORK COMPLETED ON  
THE OLIVER STREET AND STEWART STREET RECONSTRUCTION PROJECT**

WHEREAS, the city of Owosso, Shiawassee County, Michigan, has received a Michigan Department of Transportation Small Cities Grant; and

WHEREAS, using these funds in concert with monies from Street Special Assessments and the Street Bond Fund, the City has undertaken a project to reconstruct Oliver Street from M-52 to Washington Street and Stewart Street from Chipman Street to Cedar Street, replacing deteriorated curbs and pavement to improve the street infrastructure on these two streets; and

WHEREAS, final work on this project has been completed and is now eligible for payment; and

WHEREAS, the Michigan Department of Transportation has requested final reimbursement for the City's share of the work.

NOW THEREFORE BE IT RESOLVED by the City Council of the City of Owosso, Shiawassee County, Michigan that:

FIRST: The city of Owosso has heretofore determined that it is advisable, necessary in the public interest to reimburse the Michigan Department of Transportation for eligible funds spent in the course of reconstructing portions of Oliver Street and Stewart Street.

SECOND: The accounts payable department is authorized to submit payment to the Michigan Department of Transportation in the amount of \$20,509.62 as detailed on the attached Project Final Settlement request as authorized by Council on May 20, 2013.

THIRD: The above expenses shall be paid from the Street Bond Fund and Special Assessments.

Warrant No. 463. Accept Warrant No. 463 as follows:

Vendor	Description	Fund	Amount
B S & A Software	Annual Updates- Building Dept-Internet Services- Delinquent Property	General	\$7,825.00
Logicalis, Inc.	Network Engineering Support- April 2013	General	\$6,664.00
Brown & Stewart, PC	Professional Services- April 9, 2013 – May 13, 2013	General	\$9,195.56

\*Check Register – April 2013. Affirm check disbursements totaling \$625,324.81 for the month of April 2013.

Art Walk Permission. (This item was added to the agenda.) Approve the application of Owosso Main Street for use of Main Street Plaza on Friday, September 13, 2013 from 9:00 a.m. to 10:00 p.m. for an Art Walk, authorize Traffic Control Order No. 1292 formalizing the action, and waive the insurance requirement.

Motion supported by Councilperson Erfourth.

Roll Call Vote.

AYES: Councilpersons Erfourth, Eveleth, Mayor Pro-Tem Popovitch, Councilpersons Fox, Bailey, Cook, and Mayor Frederick.

NAYS: None.

\*Due to its length, full text of the Check Register is not included in the minutes. A complete copy of this document is on file in the Clerk's Office.

## **ITEMS OF BUSINESS**

### **DEMOLITION AUTHORIZATION & BID AWARD – 804 CENTER STREET**

There was discussion regarding whether the City could foreclose on a property simply because there were unpaid charges that had become liens against the property. It was noted the liens in question are resolved using the tax sale process.

There was also discussion regarding rumors that previous demolition contractors had not properly disposed of materials from their demolitions. It was noted the issue was investigated and the City found the contractors had disposed of the materials properly.

Motion by Councilperson Eveleth to authorize the demolition of the structure(s) at 804 Center Street, approve bid award to S.A. Smith Paving & Trucking, Inc., also known as Smith Sand and Gravel, for the demolition in the amount of \$2,300.00, and establish a lien on the property for the costs incurred as follows:

**RESOLUTION NO. 46-2013**

**RESOLUTION AUTHORIZING EXECUTION OF A CONTRACT FOR SERVICES BETWEEN THE CITY OF OWOSSO, MICHIGAN AND S.A. SMITH PAVING & TRUCKING, INC. FOR DEMOLITION OF THE STRUCTURE AT 804 CENTER STREET**

WHEREAS, the city of Owosso, Shiawassee County, Michigan, has determined that a home located at 804 Center Street has deteriorated to a condition that it is unusable and has a blighting effect upon the neighborhood and community at large and has been determined to be a public nuisance; and

WHEREAS, proposals for the demolition of the structure were sought and received; and

WHEREAS, S.A. Smith Paving & Trucking, Inc. submitted the low bid in the amount of \$2,300.00.

NOW THEREFORE BE IT RESOLVED by the city council of the city of Owosso, Shiawassee County, Michigan that:

- FIRST: The city of Owosso has heretofore determined that it is advisable, necessary and in the public interest to employ S.A. Smith Paving & Trucking, Inc. to demolish a structure at 804 Center Street.
- SECOND: The mayor and city clerk of the city of Owosso are instructed and authorized to sign the document substantially in the form attached, Contract for Services between the city of Owosso, Michigan and S.A. Smith Paving & Trucking, Inc. at a total cost not to exceed of \$2,300.00.
- THIRD: The city manager is authorized to execute any required permits to proceed with the demolition.
- FOURTH: Any charges incurred by the City pertaining to the abatement of the above described nuisance are hereby liened against the property.

Motion supported by Councilperson Fox.

Roll Call Vote.

AYES: Councilpersons Eveleth, Fox, Cook, Erfourth, Mayor Pro-Tem Popovitch, Councilperson Bailey, and Mayor Frederick.

NAYS: None.

**SET PUBLIC HEARING –  
SPECIAL ASSESSMENT DISTRICT NO. 2013-03 – HAZARDS AND NUISANCES**

Motion by Councilperson Eveleth to authorize Resolution No. 1 setting a public hearing for June 3, 2013 to receive citizen comment regarding Special Assessment District No. 2013-03, Hazards and Nuisances, as it relates to unpaid costs incurred in the altering, repairing, tearing down, abating and removing of hazards and nuisances at 804 Center Street as follows:

**RESOLUTION NO. 47-2013**

**SPECIAL ASSESSMENT DISTRICT NO. 2013-03  
HAZARDS AND NUISANCES**

WHEREAS, the Assessor has prepared a special assessment roll for the purpose of specially assessing that portion of the unpaid costs incurred in the altering, repairing, tearing down, abating or removing of hazards and nuisances more particularly hereinafter described to the properties specially benefited by said public improvement, and the same has been presented to the Council by the City Clerk.

NOW, THEREFORE, BE IT RESOLVED THAT:

1. Said special assessment roll is hereby accepted and shall be filed in the office of the City Clerk for public examination.
2. The Council shall meet at the Owosso City Hall, Owosso, Michigan at 7:30 o'clock p.m., on June 3, 2013 for the purpose of hearing all persons interested in said special assessment roll and reviewing the same.
3. The City Clerk is directed to publish the notice of said hearing once in *The Argus Press*, the official newspaper of the City of Owosso, not less than ten (10) days prior to said hearing and shall further cause notice of said hearing to be sent by first class mail to each owner of the property subject to assessment, as indicated by the records in the City Assessor's office as shown on the general tax rolls of the City, at least ten (10) days before the time of said hearing, said notice to be mailed to the addresses shown on said general tax rolls of the City.

The notice of said hearing to be published and mailed shall be in substantially the following form:

**NOTICE OF HEARING TO REVIEW  
SPECIAL ASSESSMENT ROLL – HAZARDS AND NUISANCES  
CITY OF OWOSSO  
COUNTY OF SHIAWASSEE, MICHIGAN**

TO THE OWNERS OF THE OF THE FOLLOWING DESCRIBED PROPERTY:

<b>PARCEL NUMBER</b>	<b>ADDRESS</b>	<b>BALANCE</b>
050-450-000-021-00	804 Center Street	\$5,910.00

TAKE NOTICE that a Special Assessment Roll-Hazards and Nuisances has been prepared for the purpose of defraying the unpaid costs incurred in the altering, repairing, tearing down, abating or removing of hazards and nuisances of the above described property.

TAKE NOTICE THAT ANY HAZARDS/NUISANCES INVOICES OR CHARGES REMAINING UNPAID AS OF THEIR DUE DATE WILL BE INCLUDED ON THIS ROLL.

The said Special Assessment Roll-Hazards and Nuisances is on file for public examination with the City Clerk and any objections to said Special Assessment Roll-Hazards and Nuisances must be filed in writing with the City Clerk prior to the close of the hearing to review said Special Assessment Roll-Hazards and Nuisances.

TAKE FURTHER NOTICE that appearance and protest at this hearing is required in order to appeal the amount of the special assessment to the State Tax Tribunal if an appeal should be desired. A property owner or party in interest, his or her agent, may appear in person at the hearing to protest the special assessment or may file his or her appearance by letter and his or her personal appearance shall not be required. The property owner or any person having an interest in the property subject to the proposed special assessments may file a written appeal of the special assessment with the State Tax Tribunal

within thirty days after confirmation of the special assessment roll if that special assessment was protested at this hearing.

TAKE FURTHER NOTICE that the City Council will meet at the Owosso City Hall, Owosso, Michigan at 7:30 p.m. on June 3, 2013 for the purpose of reviewing said Special Assessment Roll-Hazards and Nuisances and for the purpose of considering all objections to said roll submitted in writing. If you have questions regarding this notice, please contact the City Treasurer's Office at 725-0599.

Motion supported by Councilperson Bailey.

Roll Call Vote.

AYES: Councilpersons Fox, Erfourth, cl, Cook, Mayor Pro-Tem Popovitch, Councilperson Bailey, and Mayor Frederick.

NAYS: None.

### **DOWNTOWN DEVELOPMENT AUTHORITY GENERAL APPROPRIATIONS RESOLUTION**

Motion by Councilperson Eveleth to adopt the General Appropriations Resolution to authorize the levy of the Downtown Development Authority millage for the 2013-2014 fiscal year as follows:

#### **RESOLUTION NO. 48-2013**

#### **GENERAL APPROPRIATIONS RESOLUTION FOR DOWNTOWN DEVELOPMENT AUTHORITY-2013-14**

WHEREAS, the Authority board met to consider a proposed budget for fiscal year 2013-14, and after deliberations and public input approved a budget; and

WHEREAS, the Owosso City Council held a public hearing on the proposed budget on May 6, 2013; and,

WHEREAS, it is the intent of the Downtown Development Authority to levy a tax for general operating purposes pursuant to Public Act 197 of 1975 based on the budget summary attached hereto and made part hereof; and

WHEREAS, the general property tax laws, specifically MCL 211.34(d) provide for an annual compound millage reduction calculation applied to the maximum millage rate of two mills pursuant to MCL 125.1662; and

WHEREAS, the millage reduction commonly known as the "Headlee" rollback results in a maximum operating millage rate of 1.9484 for which the Authority is authorized to levy,

NOW THEREFORE, BE IT RESOLVED, that the tax levy for the fiscal year commencing July 1, 2013 shall be the rate of 1.9484 per \$1,000 of taxable value of the 2013 assessment roll for the district as approved by the Board of Review,

The levy will generate a revenue yield for operating purposes as follows:

GENERAL OPERATING	1.9484 MILLS	\$27,702
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Motion supported by Councilperson Cook.

Roll Call Vote.

AYES: Mayor Pro-Tem Popovitch, Councilpersons Cook, Eveleth, Bailey, Erfourth, Fox, and Mayor Frederick.

NAYS: None.

**CDBG SIGN GRANT APPROVAL – 113 SOUTH WASHINGTON STREET**

(This item was moved from the Consent Agenda)

Councilperson Erfourth indicated he had concerns that another local business had applied for a sign for their location and was turned down. He wanted to know why that business was turned down and what was different about this sign that qualified it for approval and a potential grant. Assistant City Manager Adam Zettel and Downtown Historic District Commission Coordinator Sarah Warren-Riley responded to his concerns saying the Historic District Commission denied the application for the other sign because it did not comply with the standards set forth by the Secretary of the Interior due to its proposed location, the materials proposed, and the lighting proposed. At that time the HDC also provided the applicant with a list of criteria that would bring the sign into compliance and allow their approval. They went on to say that the criteria for new signs and the criteria for existing signs are different, the sign up for consideration tonight was replacing an existing sign, and it met with the Secretary's standards. Councilperson Erfourth inquired whether the other local business could reapply for a sign permit and potentially receive a similar grant to help offset the cost. It was noted they could.

Motion by Councilperson Erfourth to approve a grant from the CDBG Loan Program to the owner of Lula's Restaurant, 113 S. Washington Street, in the amount of \$1,000.00 for the purchase of a historical sign for the business as follows:

**RESOLUTION NO. 49-2013**

**AUTHORIZING PAYMENT FROM THE CDBG REVOLVING LOAN FUND LOAN TO  
JOHN BEILFUSS FOR A SIGN REIMBURSEMENT GRANT RELATED TO  
IMPROVEMENTS AT 113 S. WASHINGTON STREET**

WHEREAS, the city of Owosso, Shiawassee County, Michigan, has determined that the improvement of signs in the downtown for preservation and identification purposes serves an economic and public benefit to the community; and

WHEREAS, the city of Owosso operates a Community Development Block Grant loan program, with program guidelines, to fund such activities; and

WHEREAS, the loan review committee has recommended approval of a grant under specific conditions that the city council finds fulfilled.

NOW THEREFORE BE IT RESOLVED by the City Council of the City of Owosso, Shiawassee County, Michigan that:

FIRST: The City of Owosso has heretofore determined that it is advisable, necessary and in the public interest to support signs that complement historic preservation efforts in the downtown.

SECOND: The accounts payable department, under the direction of the finance director, is authorized to release funds in the amount of \$1,000 immediately following the installation of the sign as approved by the loan committee and historic district commission.

THIRD: The above expenses shall be paid from the Community Development Block Grant Fund.

Motion supported by Councilperson Fox.

Roll Call Vote.

AYES: Councilpersons Cook, Bailey, Eveleth, Mayor Pro-Tem Popovitch, Councilpersons Fox, Erfourth, and Mayor Frederick.

NAYS: None.

The Council recessed from 9:00 p.m. until 9:10 p.m.

### **CITY BUDGET ADOPTION**

There was significant discussion regarding the desire not to raise taxes for citizens, adopting the budget as proposed but not appropriating funds for certain expenditures until such time as they are examined more closely, treating the budget as a living document, creating a list of topics requiring further examination and a corresponding timeline for discussion of each topic, the necessity of the proposed historic director position, instituting a year-long holiday for general fund contributions to the fleet maintenance fund, pulling money from fund reserves to cover the historic director position and increased contributions to the SEDP, selling the Gould House, and allowing minutiae to create gridlock.

Motion by Councilperson Bailey to adopt the following General Appropriations Resolution approving the 2013-2014 Budget without the proposed .2 mil property tax increase, set aside \$50,000 from the Fleet Maintenance Fund to potentially cover the SEDP contribution and funding for the historic director position pending further work sessions, and examine the following issues in more detail between the current time and July 1st: Historical Commission and historic properties, retirement funding, permits and fees, and fleet maintenance.

Motion supported by Councilperson Eveleth.

There was discussion regarding the motion as proposed. Some members expressed a desire to see money taken from the General Fund Reserves rather than the Fleet Maintenance Fund. Some members also expressed a desire for more time to explore the list of topics included in the motion.

Motion by Councilperson Erfourth to amend the original motion to reflect the desire to see money taken from the General Fund Reserves instead of the Fleet Maintenance Fund and to change the deadline date to July 29<sup>th</sup> to allow adequate time to explore the list of topics in detail.

Motion to amend supported by Councilperson Eveleth. Voice vote. 6 Ayes, 1 Nay.

Motion by Councilperson Bailey to adopt the following General Appropriations Resolution approving the 2013-2014 Budget without the proposed .2 mil property tax increase, set aside \$50,000 from general fund reserves to potentially cover the SEDP contribution and funding for the historic director position pending further work sessions, and examine the following issues in more detail between the current time and July 29th: Historical Commission and historic properties, retirement funding, permits and fees, and fleet maintenance.

### **RESOLUTION NO. 50-2013**

#### **GENERAL APPROPRIATIONS RESOLUTION 2013-14 BUDGET**

WHEREAS, pursuant to Chapter 8, Section 5 of the Owosso City Charter, the City Council has received the proposed budget for the fiscal year beginning July 1, 2013 and held a public hearing on May 6, 2013; and



WHEREAS, it is the intent of the City Council to levy ad valorem and specific property taxes for general operating purposes of the City; for payment of principal and interest on voted indebtedness; and for special voted millage to support public transportation, based on the budget summary for fiscal year 2013-14 attached hereto and made part hereof; and

WHEREAS, the general property tax laws, specifically, MCL 211.34(d) provide for a compound millage reduction calculation applied to the City Charter maximum authorized operating millage rate of fifteen mills per thousand of taxable value; and

WHEREAS, this millage reduction commonly known as the Headlee rollback results in a maximum operating millage rate of 13.0370 for which the City is authorized to levy; and

WHEREAS, the Garbage Disposal Plants Act, MCL 123.261, allows for the City to levy up to three mills on all taxable property to provide for the collection and disposal of certain solid wastes; and

WHEREAS, it has been determined that a levy of one mill per \$1,000 of taxable value is required to operate a solid waste recycling program; and

WHEREAS, the voters approved, by a majority, in an election held on August 7, 2012, a millage, not to exceed .33 mills per \$1,000 of taxable value to support public transportation; and

WHEREAS, the board of the Shiawassee Area Transportation Authority have requested funding from the City equating to a millage of .3300 mills per thousand of taxable value for which the City is authorized to levy; and

WHEREAS, it has been determined that a millage rate of .2882 mills per thousand of taxable value is required for the annual debt service on unlimited tax general obligations bonds;

NOW THEREFORE, BE IT RESOLVED, that the tax levy for the fiscal year commencing July 1, 2013 shall be the rate of 14.6552 per \$1,000 of taxable value of the 2013 assessment roll as approved by the Board of Review; and

The total levy shall be composed of the constituent rates for purposes and with revenue yields described as follows:

GENERAL OPERATING	13.0370	\$3,086,901
GARBAGE DISPOSAL	1.0000	\$236,780
DEBT SERVICE	.2882	\$68,240
SATA	<u>.3300</u>	<u>\$75,584</u>
	14.6552	\$3,467,505

BE IT FURTHER RESOLVED, that \$50,000 be withdrawn from the general fund reserves to potentially cover the SEDP contribution and funding for the historic director position pending further work sessions.

BE IT FURTHER RESOLVED, that the Council will examine the following issues in more detail between the current time and July 29th: Historical Commission and historic properties purpose and mission, retirement funding, permits and fees, and fleet maintenance.

Motion supported by Councilperson Eveleth.

Roll Call Vote.

AYES: Councilpersons Cook, Erfourth, Fox, Mayor Pro-Tem Popovitch, Councilpersons Bailey, Eveleth, and Mayor Frederick.

NAYS: None.

Mayor Frederick expressed his appreciation for the debate and the willingness to move forward so that a \$6 million budget would not be held up by questions over \$50,000 in spending. He asked that Council examine their personal schedules for potential additional meetings should they be needed.

Councilperson Cook asked that the Mayor and City Manager Crawford look at the topics listed and develop a potential schedule for discussion.

### **COMMUNICATIONS**

Charles P. Rau, Building Official. April 2013 Building Department Report.

Charles P. Rau, Building Official. April 2013 Code Violations Report.

Kevin D. Lenkart, Public Safety Director. April 2013 Police Report.

Kevin D. Lenkart, Public Safety Director. April 2013 Fire Report.

### **CITIZEN COMMENTS AND QUESTIONS**

Joni Forster, 1221 Adams Street, said she was disappointed that the Council feels the Historical Commission is confused as to their mission. She said their mission is clear but they are not receiving assistance from City staff the way they would expect. She went on to say that many Historical Commission members volunteer their time to run and fundraise for the City's historic properties and if the City continues to take advantage of them they will eventually quit.

Councilperson Cook said that he has learned a tremendous amount about the Historical Commission in the last few weeks and that what he took away from the discussion was Council's desire to learn more about the situation and to work toward a clear and concise plan that defines the purpose of all of the City's historic properties and the roles of all their stakeholders.

Mayor Pro-Tem Popovitch said she appreciated all of the discussion regarding the budget and she liked the idea of continuing to examine the details of the budget.

Mayor Frederick noted the Big Red Barrel project kicked off today. Four local law enforcement agencies will have red barrels installed in their offices to safely collect prescription drugs that are no longer needed. Citizens are free to utilize the drop off any time the offices are open. Offices include: Shiawassee County Dispatch, Owosso Public Safety, Perry Police Department, and Durand Police Department.

### **NEXT MEETING**

Monday, June 03, 2013

### **BOARDS AND COMMISSIONS OPENINGS**

Building Board of Appeals – 2 Alternates, terms expire 06-30-2015 (candidates must possess construction knowledge)

### **ADJOURNMENT**

Motion by Councilperson Eveleth for adjournment at 10:21 p.m.

Motion supported by Councilperson Erfourth and concurred in by unanimous vote.

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Benjamin R. Frederick, Mayor

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Amy K. Kirkland, City Clerk



301 W. MAIN • OWOSSO, MICHIGAN 48867-2958 • (989) 725-0599 • FAX (989) 723-8854

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# MEMORANDUM

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DATE: May 16, 2013

TO: City Council

FROM: Amy K. Kirkland  
City Clerk

RE: Amendment to Section 1-9, *Notices*

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It has come to our attention that there is some clarification that is needed in regard to the manner in which notices must be served in certain situations. City of Owosso Code Section 1-9, *Notices*, proscribes such a manner, but there are also numerous other references to how notices should be delivered detailed in the Code, Charter, and the 2009 International Property Maintenance Code. To avoid conflicting provisions staff is recommending an amendment to Chapter 1, General Administration, Section 1-9, *Notices*, to add the phrase “unless otherwise specified”.

In addition, in the years since this provision was originally adopted the U.S. Postal Service has discontinued their registered mail service and the cost of sending a certified letter has risen significantly to over \$5.00 per piece. Staff is proposing striking the reference to registered mail in subsection (2) and replacing it with “first class” mail. This would allow some flexibility giving staff the opportunity to select the best option for the occasion.

Staff recommends City Council set a public hearing for June 3, 2013 to hear citizen comment regarding the proposed amendments to this ordinance.

ORDINANCE NO. \_\_\_\_

TO AMEND  
CHAPTER 1 GENERAL PROVISIONS  
OF THE CODE OF ORDINANCES  
TO AMEND THE SECTION REGARDING NOTICES

Whereas, Section 1-9 of the Code of the City of Owosso defines the manner in which notices shall be served to private individuals in the instance expenses have been accrued for work performed by the City on private property, including sidewalk repairs, sewer or water connections, abatement of dangerous structures, and abatement of nuisances; and

Whereas, the manner of notification in each of the above mentioned circumstances is clearly defined elsewhere in the Code or, in cases regarding property maintenance, in the International Property Maintenance Code (IPMC); and

Whereas, Section 1-9 causes confusion due to its redundancy, and sometimes conflict, with provisions of the Code and the IPMC.

Now, Therefore, Be It Resolved, by the Council of the City of Owosso, Michigan that the following amendment to the Code of the City of Owosso be adopted:

THE CITY OF OWOSSO ORDAINS:

Section 1. That Chapter 1, General Provisions, Section 1-9, *Notices*, of the Code of Ordinances of the City of Owosso, Michigan is hereby amended as follows:

**Sec. 1-9. - Notices.**

Notices regarding any act, the expense of which, if performed by the city, may be assessed against the premises under the provisions of this Code, shall be served in the following manner if not otherwise specified elsewhere:

- (1) By delivering the notice to the owner personally or by leaving the same at his or her residence, office or place of business with some person of suitable age and discretion; or
- (2) By mailing the notice by first class or certified mail to such owner at his or her last known address; or
- (3) If the owner is unknown, by posting the notice in some conspicuous place on the premises at least five (5) days before the act or action concerning which the notice is given is required or is to occur.

Section 2. This amendment shall become effective June 23, 2013.

Section 3. This ordinance may be purchased or inspected in the city clerks' office, Monday through Friday between the hours of 9:00 a.m. and 5:00 p.m.



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# *MEMORANDUM*

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DATE: May 16, 2013

TO: City Council

FROM: Amy K. Kirkland  
City Clerk

RE: Grass and noxious weeds ordinance

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As we head into mowing season it seems an appropriate time to update our grass and noxious weeds ordinance to include new plant species now deemed harmful by the DNR and to reflect the standards set by the 2009 International Property Maintenance Code.

Attached you will find the amended ordinance with an updated list of prohibited and restricted plant species as defined by Act 451 of 1994, as amended, as well as an adjustment on the maximum height of tall grass from the current 12" to the 8" referenced in the 2009 IPMC. Further, minor language adjustments are proposed to reflect the fact that the responsibilities entailed in the ordinance may need to be assigned to someone other than the staff member referenced in the current ordinance. With ever-shrinking employee numbers the proposed changes will provide some much needed flexibility in assigning these tasks in the future.

ORDINANCE NO. \_\_\_\_

**AMENDING CHAPTER 18 NUISANCES  
ARTICLE V, GRASS AND NOXIOUS WEEDS  
SECTIONS 18-121 THROUGH 18-125  
OF THE CODE OF ORDINANCES**

AN ORDINANCE to amend Chapter 18, Nuisances, Article V, *Grass and noxious weeds*, Sections 18-121 through 18-125 of the Code of the City of Owosso, to update the list of prohibited plants and to reflect the provisions of the 2009 International Property Maintenance Code.

Whereas, prior to 1977 the City adopted an ordinance prohibiting the growth of tall grass and noxious weeds and defining a process by which violations of the ordinance would be handled; and

Whereas, since that time the State has added new species to the list of prohibited and restricted plants and the City has adopted the 2009 International Property Maintenance Code (IPMC) which contains provisions regulating the growth of weeds and grass; and

Whereas, amendment of the City Code is required to keep it up to date and bring it into symmetry with the provisions of the IPMC.

Now, Therefore, Be It Resolved, by the Council of the City of Owosso, Michigan that the following amendments to Chapter 18, Nuisances, Article V, *Grass and noxious weeds*, Sections 18-121 through 18-125 of the Code of the City of Owosso are proposed:

THE CITY OF OWOSSO ORDAINS:

Section 1. That The Code of Ordinances of the City of Owosso, Michigan is hereby amended by altering Chapter 18, Nuisances, Article V, *Grass and noxious weeds*, Sections 18-121 through 18-125 as follows:

**Sec. 18-121. - Definitions.**

For the purposes of this article "noxious weeds" shall include Canada thistle (*Cirsium arvense*), doddgers (any species of *Cuscuta*), mustards (*charlock*, black mustard and Indian mustard, species of *Brassica* or *Sinapis*), wild carrot (*Daucus carota*), bindweed (*Convolvulus arvensis*), perennial sow-thistle (*Sonchur arvensis*), hoary alyssum (*Berteroa incana*), ragweed (*Ambrosia elatior* *l.*) and poison ivy (*rhus toxicodendron*), poison sumac (*toxicondendron vernix*), and any species identified by the Michigan Natural Resources and Environmental Protection Act (Act 451 of 1994) as prohibited or restricted including: African oxygen weed (*Lagarosiphon major*), Brazilian elodea (*Egeria densa*), Cyllindro (*Cylindrospermopsis raciborskii*), European frogbit (*Hydrocharis morsus-ranae*), Fanwort (*Cabomba caroliniana*), Giant hogweed (*Heracleum mantegazzianum*), Giant salvinia (*Salvinia molesta*, *auriculata*, *biloba*, or *herzogii*), Hydrilla (*Hydrilla verticillata*), Japanese knotweed (*Fallopia japonica*), Parrot's feather (*Myriophyllum aquaticum*), Starry stonewort (*Nitellopsis obtusa*), Water chestnut (*Trapa natans*), Yellow floating heart (*Nymphoides peltata*), Curly leaf pondweed (*Potamogeton crispus*), Eurasian watermilfoil (*Myriophyllum spicatum*), Flowering rush (*Butomus umbellatus*), Phragmites or common reed (*Phragmites australis*).

**Sec. 18-122. - Prohibited conditions.**

No person occupying any premises, nor any person owning any unoccupied premises, shall permit or maintain on any such premises:

- (1) Any growth of noxious weeds;
- (2) Any growth of grass or other rank vegetation to a greater height than eight (8) inches; or
- (3) Any accumulation of dead weeds, grass or brush.

**Sec. 18-123. - Duty of occupant or owner.**

It shall be the duty of the occupant of every premises and the owner of unoccupied premises within the city to cut and remove or destroy by lawful means all such noxious weeds and grass, at least once each year not later than the fifteenth day of May, and thereafter as often as may be necessary to comply with the provisions of this article.

**Sec. 18-124. - Cutting by city.**

If any person shall fail to comply with the provisions of Section 18-123 by the specified time, the city shall, cause all such grass and noxious weeds to be cut or destroyed upon lands of the person not complying with the provisions hereof. An accurate account of all expenses incurred with respect to each parcel of land entered upon in carrying out the provisions of this article shall be kept and presented for invoicing.

**Sec. 18-125. - Collection of unpaid charges.**

A copy of the account of the costs incurred on each of the several descriptions or parcels of property, shall be transmitted to the city treasurer. The city treasurer shall add to all such accounts fifteen (15) percent of all such expenditures to cover the costs of publication, overhead and other expense, and collect the total amount as provided in section 10.7 of the Charter.

**Sec. 18-126. - Notice of requirements.**

The city clerk shall on or before the first day of May of each year give notice of the requirements and provisions of this article by publishing a notice thereof once a week for two (2) successive weeks in a newspaper of general circulation in the city.

**Secs. 18-127—18-130. - Reserved.**

Section 2. This amendment shall become effective June 23, 2013.

Section 3. This ordinance may be purchased or inspected in the city clerks' office, Monday through Friday between the hours of 9:00 a.m. and 5:00 p.m.





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# *MEMORANDUM*

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DATE: May 30, 2013

TO: City Council

FROM: Amy K. Kirkland  
City Clerk

RE: Special Assessment for 804 Center demolition

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Monday night you will conduct a public hearing regarding the establishment of a special assessment for the charges incurred in demolishing the structure at 804 Center Street. Proper notice has been sent to the owner of record and notice of the hearing has also been placed in the newspaper as well as on the City website. At the time Council set the public hearing on this matter we had anticipated one final court procedure would be required and an estimate of the court related costs was included in the proposed assessment. This court action was not needed and an adjustment to the amount of the proposed assessment was made, reducing the amount to \$5,370.00.

Staff recommends approval of Special Assessment District No. 2013-03 – Hazards and Nuisances as proposed.

**RESOLUTION NO. \_\_\_\_**

**HAZARDS & NUISANCES ROLL FOR  
804 CENTER STREET**

WHEREAS, the City Council has met, after due and legal notice, and reviewed the Special Assessment Roll-Hazards and Nuisances prepared for the purpose of defraying the unpaid costs incurred in the altering, repairing, tearing down, abating or removing of hazards and nuisances of the following described property described as follows:

<b>PARCEL NUMBER</b>	<b>ADDRESS</b>	<b>BALANCE</b>
050-450-000-021-00	804 Center Street	\$5,370.00

and

WHEREAS, after hearing all persons interested therein and after carefully reviewing said Special Assessment Roll-Hazards and Nuisances the Council deems said Special Assessment Roll-Hazards and Nuisances to be fair, just and equitable and that the assessment contained thereon results in the special assessment being in accordance with the unpaid costs incurred in the altering, repairing, tearing down, abating or removing of hazards and nuisances of said property.

NOW, THEREFORE, BE IT RESOLVED THAT:

1. Said Special Assessment Roll-Hazards and Nuisances as prepared by the City Assessor in the amount of \$5,370.00 is hereby confirmed and shall be known as Special Assessment Roll-Hazards and Nuisances No. 2013-03.
2. Said Special Assessment Roll-Hazards and Nuisances No. 2013-03 shall be placed on file in the office of the City Clerk who shall attach his warrant to a certified copy thereof within ten (10) days commanding the Assessor to spread the various sums shown thereon as directed by the City Council.



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# *MEMORANDUM*

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DATE: May 30, 2013

TO: City Council

FROM: Kevin Lenkart  
Director of Public Safety

RE: Michigan State Firefighters Association parade

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The Michigan State Firefighters Association proposes the use of Washington Street between Oliver and Gute Streets, Gute Street west to Palmer Street, and Palmer Street south to the Welcome Center on the Baker College Campus for a parade on June 29, 2013 from 8:00 AM to 9:00 AM.

The Public Safety Department has issued Traffic Control Order No. 1295 in accordance with the Rules for the Issuance of Certain Traffic Control Orders. The applicant requests the insurance requirement be waived since this is a city sponsored event.

**CITY OF OWOSSO**

**TRAFFIC CONTROL ORDER**

*(SECTION 2.53 UNIFORM TRAFFIC CODE)*

ORDER NO.	DATE	TIME
1295	05/29/2013	1:12 pm

**REQUESTED BY**

Kevin Lenkart – Director of Public Safety

**TYPE OF CONTROL**

Use of Washington Street between Oliver and Gute Street, Gute Street west to Palmer Street, and Palmer Street south to the Welcome Center on Baker College Campus  
On June 29, 2013 from 8:00 AM to 9:00 AM

**LOCATION OF CONTROL**

Washington Street between Oliver and Gute Street, Gute Street west to Palmer Street, and Palmer Street south to the Welcome Center on Baker College Campus

APPROVED BY COUNCIL \_\_\_\_\_ 20 \_\_\_\_\_

**REMARKS**



## APPLICATION FOR USE OF PARKING LOTS, PARADES, OR SIMILAR EVENTS

301 W. MAIN OWOSSO, MICHIGAN 48867-2958 • (989) 725-0550 • FAX 725-0526

The request for use of the parking lots, parade, or similar event shall be submitted to the Director of Public Safety not less than 14 days nor more than 120 days before the date for which the use is requested.

The submission of a request by an individual or organization for a traffic control order pursuant to these rules and regulations shall constitute an agreement to indemnify and hold the City and its officers and employees harmless from any and all liability arising from the event or activities for which the request is made.

Name of individual or group: Michigan State Firefighters Assoc Date: 5-30-13

Primary Contact Person

Name: Brad Breiler

Title: Firefighter

Address: 202 S. Water St

Owosso Mi

Requested Date(s): 6-29-13 Requested Hours: 8:00 AM to 9:00 AM

Area Requested (Parking Lot - Parade Route): Washington St from Oliver to Guyte. Guyte to Palmer St, then south to Baker College Campus

Detailed description of the use for which the request is made: Parade

- ☐ Attach copies of any rules or policies applicable to persons participating in the event.
- ☐ Evidence to the City of insurance coverage applicable to the event or activity naming the City as an additional insured in an amount of not less than \$500,000 combined single limit.
- or
- X The City Council may waive such insurance requirement if it determines that insurance coverage is unavailable or cannot be obtained at a reasonable cost and the event or activity is in the public interest or fulfills a legitimate and recognized public purpose.

.....  
Do Not Write Below This Line - For Officials Use Only

Approved ☐ Not Approved ☐

Date: \_\_\_\_\_

Traffic Control Order Number \_\_\_\_\_

Cc: DDA - Director  
WCIA - Chairperson



301 W. MAIN OWOSSO, MICHIGAN 48867-2958 • (989) 725-0599 • FAX 723-8854

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# ***MEMORANDUM***

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DATE: June 3, 2013

TO: Owosso City Council

FROM: Mark A. Sedlak, Director of Public Services

RE: 2013 Miscellaneous Curb Replacement Program Bid Award

---

Sumbera Excavating, Inc. is the low bidder for the 2013 Miscellaneous Curb Replacement Program with a bid of \$10,237.25. This work replaces small sections of misaligned curb that hold water in other wise good curb. The streets planned this year for curb replacement are listed below. We have budgeted \$13,000 for this work from the Major and Local Street Maintenance Fund.

We recommend Council approve the 2013 Miscellaneous Curb Replacement Program to Sumbera Excavating, Inc. in the amount of \$10,237.25 and approve payment up to the contract amount.

## **CURB REPLACEMENT STREETS:**

Ada  
Curwood  
Harding  
W. North  
Summit  
W. Williams

**RESOLUTION NO. \_\_\_\_\_**

**AUTHORIZING THE EXECUTION OF A CONTRACT FOR  
THE 2013 MISCELLANEOUS CURB REPLACEMENT PROGRAM  
WITH SUMBERA EXCAVATING, INC.**

WHEREAS, the city of Owosso, Shiawassee County, Michigan, has determined that portions of the curb on various streets in the city have become misaligned and have deteriorated and that replacement is advisable, necessary and in the public interest; and

WHEREAS, the city of Owosso sought bids for the replacement of misaligned curbs as part of the 2013 Miscellaneous Curb Replacement Program; a bid was received from Sumbera Excavating, Inc.; and it is hereby determined that Sumbera Excavating, Inc. is qualified to provide such services and that it has submitted the lowest responsible and responsive bid;

NOW THEREFORE BE IT RESOLVED by the City Council of the city of Owosso, Shiawassee County, Michigan that;

FIRST: The city of Owosso has heretofore determined that it is advisable, necessary and in the public interest to employ Sumbera Excavating, Inc. for the replacement of misaligned curbs as part of the 2013 Miscellaneous Curb Replacement Program.

SECOND: The mayor and city clerk are instructed and authorized to sign the document substantially in the form attached as Exhibit A, Contract for Services Between the city of Owosso, Michigan and Sumbera Excavating, Inc. with a \$10,237.25 bid.

THIRD: The above expenses shall be paid from the Major and Local Street Maintenance Fund.

PASSED AND APPROVED BY THE CITY COUNCIL OF THE CITY OF OWOSSO, SHIAWASSEE COUNTY, MICHIGAN THIS 3<sup>RD</sup> DAY OF JUNE, 2013.

AYES:

NAYS:

ABSTENTIONS:

ABSENT:

CITY OF OWOSSO

ATTEST:

\_\_\_\_\_  
Benjamin R. Frederick, Mayor

\_\_\_\_\_  
Amy K. Kirkland, City Clerk

## CITY OF OWOSSO BID TABULATION SHEET

DATE 5/7/2013DEPT. Public Works

Page 1 of 1

SUBJECT: 2013 Misc. Curb Replacement Program

ITEM #	DESCRIPTION	EST. QTY	UNIT	Sumbera Excavating Owosso		Mike & Son Asphalt Bath		Cataldo, Inc. New Lothrop	
				UNIT PRICE	TOTAL	UNIT PRICE	TOTAL	UNIT PRICE	TOTAL
1	Curb & Gutter Removal & Replacement	355	LFT	\$ 19.40	\$ 6,887.00	\$ 32.00	\$ 11,360.00	\$ 49.00	\$ 17,395.00
2	Saw Cut	100	LFT	\$ 2.50	\$ 250.00	\$ 2.00	\$ 200.00	\$ 7.00	\$ 700.00
3	Lawn Restoration	1100	SFT	\$ 1.15	\$ 1,265.00	\$ 0.80	\$ 880.00	\$ 0.75	\$ 825.00
4	Cold Patching	365	LFT	\$ 2.25	\$ 821.25	\$ 4.00	\$ 1,460.00	\$ 35.00	\$ 12,775.00
5	Catch Basin Adjustment	2	EA	\$ 300.00	\$ 600.00	\$ 300.00	\$ 600.00	\$ 200.00	\$ 400.00
6	6" Concrete Removal & Replacement	90	SFT	\$ 4.60	\$ 414.00	\$ 10.00	\$ 900.00	\$ 11.00	\$ 990.00
TOTAL BID				\$	10,237.25	\$	15,400.00	\$	33,085.00

TOTAL BID PRICING ADJUSTED FOR LOCAL PURCHASING PREFERENCE:

DEPT.

HEAD:

MARIL A. SODAK

GENERAL LIABILITY INSURANCE

EXPIRATION DATE:

3/13/2014

AWARDED:

PURCH.

AGENT:

Fuller

WORKERS COMPENSATION INSURANCE

EXPIRATION DATE:

3/13/2014

COUNCIL

APPROVED:

STAFF

REC.:

SUMBERA EXCAVATING

SOLE PROPRIETORSHIP

EXPIRATION DATE:

PO NUMBER:





301 W. MAIN • OWOSSO, MICHIGAN 48867-2958 • (989) 725-0599 • FAX (989) 723-8854

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# MEMORANDUM

---

DATE: For June 3, 2013 City Council Meeting (Consent Agenda)

TO: Owosso City Council

FROM: Gary Burk, Utilities Director

RE: Water/Wastewater Treatment; Annual Supply Contracts for Bulk Chemicals

1. Ferric Chloride - Bid Award to Kemira Water Solutions, Inc.
2. Sodium Hypochlorite – Bid Award to Jones Chemical Inc.
3. Quicklime – Bid award to Western Lime Corporation

---

## 1. Ferric Chloride

We recommend bid award (bid tab attached) to the low bidder, **Kemira Water Solutions, Inc., at the unit price of \$0.588** per pound of iron. Based on projected usage of 72,000 pounds per year, the annual contract is estimated at \$42,336. This is an increase of 5% from the current price (\$0.56 per pound from Kemira). Ferric chloride is required for phosphorus and solids removal in our wastewater treatment process.

## 2. Bulk chlorine solution (sodium hypochlorite)

We recommend bid award (bid tab attached) to the low bidder, **Jones Chemical Inc., at the unit price of \$0.73** per gallon of sodium hypochlorite (chlorine solution) plus \$50 per truck load for split delivery. Based on projected usage, the annual contract is estimated at \$40,020. This is a decrease of 2.6% over the current price of \$0.75 per gallon (Jones). This chemical is used for disinfection for both the water and wastewater treatment processes. Bulk deliveries are split between the two facilities with approximately 2/3 to the wastewater plant and 1/3 to the water plant.

## 3. Quicklime

We recommend bid award (bid tab attached) to the low bidder, **Graymont Western Lime Corporation, at the unit price of \$140.00 per ton** for quicklime used for water treatment. Based on projected usage of 800 tons, the annual contract is estimated at \$112,000 for the year. This is a 9.4 % increase over the current price of \$128.00 (Graymont Western Lime Corp.).

Enc.

**RESOLUTION NO.**

**RESOLUTION AUTHORIZING THE EXECUTION  
OF A PURCHASE ORDER FOR  
FERRIC CHLORIDE FOR WATER TREATMENT FOR FY 2013/14  
WITH KEMIRA WATER SOLUTIONS, INC.**

WHEREAS, the City of Owosso, Shiawassee County, Michigan, requires ferric chloride (iron) in bulk deliveries for use in treating municipal wastewater; and

WHEREAS, the City of Owosso sought bids for ferric chloride; a bid was received from Kemira Water Solutions Inc.; and it is hereby determined that Kemira Water Solutions Inc. is qualified to provide such product and that it has submitted the lowest responsible and responsive bid;

NOW THEREFORE BE IT RESOLVED by the City Council of the City of Owosso, Shiawassee County, Michigan that:

- FIRST: The City of Owosso has heretofore determined that it is advisable, necessary and in the public interest to purchase ferric chloride from Kemira Water Solutions Inc. in the amount of \$0.588 per pound of iron for the city fiscal year 2013/2014 with an estimated total amount for the year of \$42,336.
- SECOND: The purchase agreement between the City and Kemira Water Solutions Inc. shall be in the form of a City Purchase Order and bid documents.
- THIRD: The above expenses shall be paid from the Wastewater Fund following delivery.

**RESOLUTION NO.**

**RESOLUTION AUTHORIZING THE EXECUTION  
OF A PURCHASE ORDER FOR  
BULK CHLORINE SOLUTION FOR WATER TREATMENT  
FOR FY 2013/14  
WITH JONES CHEMICAL INC.**

WHEREAS, the City of Owosso, Shiawassee County, Michigan, requires sodium hypochlorite (chlorine solution) in bulk deliveries for use in treating municipal drinking water and wastewater; and

WHEREAS, the City of Owosso sought bids for bulk chlorine solution (sodium hypochlorite); a bid was received from Jones Chemical Inc.; and it is hereby determined that Jones Chemical Inc. is qualified to provide such product and that it has submitted the lowest responsible and responsive bid;

NOW THEREFORE BE IT RESOLVED by the City Council of the City of Owosso, Shiawassee County, Michigan that:

FIRST: The City of Owosso has heretofore determined that it is advisable, necessary and in the public interest to purchase bulk chlorine solution from Jones Chemical Inc. in the amount of \$0.73 per gallon of solution plus \$50 per truckload for split delivery for the city fiscal year 2013/2014 with an estimated total amount for the year of \$40,020.

SECOND: The purchase agreement between the City and Jones Chemical Inc. shall be in the form of a City Purchase Order and bid documents.

THIRD: The above expenses shall be paid from the Water and Wastewater Funds following delivery.

**RESOLUTION NO.**

**RESOLUTION AUTHORIZING THE EXECUTION  
OF A PURCHASE ORDER FOR  
QUICKLIME FOR WATER TREATMENT  
FOR FY 2013/14  
WITH GRAYMONT WESTERN LIME CORPORATION**

WHEREAS, the City of Owosso, Shiawassee County, Michigan, requires quicklime in bulk deliveries for use in treating municipal drinking water; and

WHEREAS, the City of Owosso sought bids for quicklime; a bid was received from Western Lime Corporation; and it is hereby determined that Graymont Western Lime Corporation is qualified to provide such product and that it has submitted the lowest responsible and responsive bid;

NOW THEREFORE BE IT RESOLVED by the City Council of the City of Owosso, Shiawassee County, Michigan that:

- FIRST: The City of Owosso has heretofore determined that it is advisable, necessary and in the public interest to purchase quicklime from Graymont Western Lime Corporation in the amount of \$140 per ton for the city fiscal year 2013/2014 with an estimated total amount for the year of \$112,000.
- SECOND: The purchase agreement between the City and Western Lime Corporation shall be in the form of a City Purchase Order and bid documents.
- THIRD: The above expenses shall be paid from the Water Fund following delivery.

## CITY OF OWOSSO BID TABULATION SHEET

DATE: 5/29/2013DEPT.: WWTPSUBJECT: Ferric Chloride Bid

				Kemira Water Solutions		PVS Technologies, Inc.			
ITEM #	DESCRIPTION	EST. QTY	UNIT	UNIT PRICE	TOTAL	UNIT PRICE	TOTAL	UNIT PRICE	TOTAL
1	Ferric Chloride	72,000	Lbs/yr.	\$ 0.588	\$ 42,336.00	\$ 0.820	\$ 59,040.00		
ESTIMATED ANNUAL TOTAL BID:				\$	42,336.00	\$	59,040.00		

TOTAL BID PRICING ADJUSTED FOR LOCAL PURCHASING PREFERENCE:

DEPT.  
HEAD: \_\_\_\_\_GENERAL LIABILITY INSURANCE  
EXPIRATION DATE: \_\_\_\_\_

AWARDED? \_\_\_\_\_

PURCH.  
AGENT: \_\_\_\_\_WORKERS COMPENSATION INSURANCE  
EXPIRATION DATE: \_\_\_\_\_COUNCIL  
APPROVED: \_\_\_\_\_STAFF  
REC.: Low Bid - Kemira Water SolutionsSOLE PROPRIETORSHIP  
EXPIRATION DATE: \_\_\_\_\_

PO NUMBER: \_\_\_\_\_

## CITY OF OWOSSO BID TABULATION SHEET

DATE: 6/28/2013

DEPT.: Water

Page 1 of 2

SUBJECT: Sodium Hypochlorite

				Jones Chemicals, Inc.		KA Steele		Alexander Chemical Corporation	
ITEM #	DESCRIPTION	EST. QTY	UNIT	UNIT PRICE	TOTAL	UNIT PRICE	TOTAL	UNIT PRICE	TOTAL
1	Sodium Hypochlorite	54,000	gallons	\$ 0.73	\$ 39,420.00	\$ 0.75	\$ 40,500.00	\$ 0.769	\$ 41,526.00
	Split Deliver per truckload	12	EA	\$ 50.00	\$ 600.00	\$ -	\$ 0.00	\$ 60.00	\$ 720.00
ESTIMATED ANNUAL TOTAL BID				\$	40,020.00	\$	40,500.00	\$	42,246.00

TOTAL BID PRICING ADJUSTED FOR LOCAL PURCHASING PREFERENCE:

DEPT. HEAD: \_\_\_\_\_

GENERAL LIABILITY INSURANCE  
EXPIRATION DATE: \_\_\_\_\_

AWARDED? \_\_\_\_\_

PURCH. AGENT: \_\_\_\_\_

WORKERS COMPENSATION INSURANCE  
EXPIRATION DATE: \_\_\_\_\_COUNCIL  
APPROVED: \_\_\_\_\_

STAFF REC.: Low Bid - Jones Chemical (JCI) \_\_\_\_\_

SOLE PROPRIETORSHIP  
EXPIRATION DATE: \_\_\_\_\_

PO NUMBER: \_\_\_\_\_

## CITY OF OWOSSO BID TABULATION SHEET

DATE: 6/12/2012

DEPT.: Water

SUBJECT: Sodium Hypochlorite

Page 2 of 2

				PVS Nolwood Chemicals Inc.		Rowell Chemical Corp		Webb Chemical	
ITEM #	DESCRIPTION	EST. QTY	UNIT	UNIT PRICE	TOTAL	UNIT PRICE	TOTAL	UNIT PRICE	TOTAL
1	Sodium Hypochlorite	54,000	gallons	\$ 0.89	\$ 48,060.00	\$ 0.95	\$ 51,300.00	\$ 0.95	\$ 51,300.00
	Split Deliver per truckload	12	EA	\$ 100.00	\$ 1,200.00	\$ -	0.00	\$ 100.00	\$ 1,200.00
ESTIMATED ANNUAL TOTAL BID				\$	49,260.00	\$	51,300.00	\$	52,500.00

## CITY OF OWOSSO BID TABULATION SHEET

DATE 5/28/2013DEPT. Water

PAGE 1

SUBJECT: QUICKLIME

				Graymont Western Lime, Inc.		Carmeuse Lime, Inc.			
ITEM #	DESCRIPTION	EST. QTY	UNIT	UNIT PRICE	YEARLY TOTAL	UNIT PRICE	YEARLY TOTAL	UNIT PRICE	TOTAL
1	PEBBLE QUICKLIME	800	TONS PER YEAR	\$140.00	\$ 112,000.00	\$154.75	\$ 123,800.00		
ESTIMATED ANNUAL TOTAL BID				\$	112,000.00	\$	123,800.00	\$	-

TOTAL BID PRICING ADJUSTED FOR LOCAL PURCHASING PREFERENCE:

DEPT.

HEAD: \_\_\_\_\_

AWARDED: \_\_\_\_\_

PURCH.

AGENT: \_\_\_\_\_

COUNCIL APPROVED: \_\_\_\_\_

STAFF

REC.: Low Bid - Gramont Western Lime, Inc.

P.O. NUMBER: \_\_\_\_\_





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# MEMORANDUM

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DATE: For June 3, 2013 Council Agenda (Consent Item)

TO: Owosso City Council

FROM: Gary Burk, Utilities Director

RE: Wastewater Plant Electrical Switchgear Replacement  
Powertech Services, Inc. – \$49,412

---

**Staff requests Council authorization to proceed with a professional services agreement with Powertech Services Inc. for the replacement of two main electrical circuit breakers at the Wastewater Treatment Plant at a cost of \$49,412. This cost would be financed from the Plant Replacement Fund (current balance in excess of \$1.6 million).**

The wastewater treatment plant relies on two separate electrical feeds from Consumers Energy for power reliability. Under normal operation half the plant is served by each feed, but on loss of one Consumers electrical source there is a 480 volt automatic transfer switch operation to power the entire plant off the available source. The automatic transfer switch includes three 2500 amp, 480 volt circuit breakers and associated controls. Last fall the tie-over circuit breaker failed and Council authorized its replacement by Powertech Services along with upgrades to the automatic controls and service to 2 primary switches on a cost basis not to exceed \$40,000. The preventive maintenance service work to the primary switches, estimated at \$3,864 has been deferred at our request. The tie-over breaker replacement and control upgrade has been completed at a cost of \$33,557.

The original General Electric circuit breakers are now 33 years old. They are no longer manufactured and we have not been able to find necessary replacement parts to repair the original failed tie-over breaker, which we had hoped to be able to use as a replacement for one of the other two main breakers. One of the other two breakers has a partial failure and will not operate in the automatic mode. While it can be manually engaged, this is an indication of likely complete failure in the near future. It also significantly complicates plant operational response to a power outage. Given the criticality of the automatic switchgear to the reliability of plant operation, we are now recommending the replacement of the other two original breakers that can no longer be repaired.

Powertech's May 1, 2013 proposal for this replacement is attached. The cost per installed breaker would be \$24,706 each, or \$49,412 total. This is consistent with their cost for the replacement of the first breaker done last fall. We would proceed to order two breakers and have the first installed immediately following delivery to replace the east breaker that does not function in automatic mode. Replacement of the west breaker would likely be deferred to the fall to minimize disruption of plant operations during the summer months, which have more stringent treatment limitations.

Powertech is an authorized GE installation and repair contractor for this type of work and has demonstrated their expertise and ability to get the job done promptly and safely and on budget. Last fall we contacted three other electrical contractors for comparison pricing. Halligan Electric provided a preliminary estimate of material only cost in excess of \$31,000 per breaker. Blasy Electric proposed to install a rebuilt circuit breaker for a price of \$41,000. Yet another contractor (Newkirk Electric) indicated we would need to first pay for a GE technical service representative to visit the site and advise on the needed improvements at a cost of over \$1,000. Powertech was readily the most cost-effective provider of this equipment and service work for the City. We ask Council approval to proceed with Powertech Services to accomplish the work as described above.

GMB

Enc.

**RESOLUTION NO. \_\_\_\_\_**

**AUTHORIZING SERVICE CONTRACT AND PAYMENT TO  
POWERTECH SERVICES, INC.  
FOR SERVICE AND REPLACEMENT OF PRIMARY SWITCHES AND AUTOMATIC  
SWITCHGEAR  
AT THE WASTEWATER TREATMENT PLANT**

WHEREAS, the city of Owosso, Shiawassee County, Michigan, has budgeted from the Wastewater Plant Replacement Fund for replacement of elements of its main electrical circuit breakers and automatic switchgear, and

WHEREAS, last fall Council authorized Powertech Services Inc. to replace one of the three main circuit breakers in the automatic switchgear that had failed, and

WHEREAS, Powertech Services Inc. is an experienced electrical contractor specializing in switchgear and substation servicing, and successfully completed that work on time and within budget, and

WHEREAS, city staff recommends replacement of the other two main breakers, which have exceeded their useful life and are no longer manufactured or serviceable, but are critical to the reliable operation of the plant, and

WHEREAS, Powertech Services Inc. has proposed to provide and install two new main breakers at a total cost of \$49,412.

NOW THEREFORE BE IT RESOLVED by the City Council of the City of Owosso, Shiawassee County, Michigan that:

FIRST: The city of Owosso has heretofore determined that it is advisable, necessary and in the public interest to enter into a professional services agreement with Powertech Services Inc. for replacement of two main circuit breakers at the Wastewater Treatment Plant at a cost of \$49,412.

SECOND: The accounts payable department is authorized to submit payment to the Powertech Services Inc. in the amount up to \$49,412 upon satisfactory completion of the work in accordance with their proposal dated May 1, 2013.

THIRD: The above expenses shall be paid from the Wastewater Plant Replacement Fund.

PASSED AND APPROVED BY THE CITY COUNCIL OF THE CITY OF OWOSSO, SHIAWASSEE COUNTY, MICHIGAN THIS 3rd DAY OF JUNE, 2013.

---

Amy K. Kirkland, City Clerk



**POWERTECH**  
Services, Inc.



*Switchgear and Substation Specialists*

May 01, 2013

Gary Burk  
City of Owosso  
301 W. Main St.  
Owosso, MI 48867

Subject: Replace Mains with GE PowerBreak II's- Wastewater Sub, Quote FK13-041

Powertech Services is pleased to offer (2) new GE PowerBreak II circuit breakers as follows:

- Provide and install new GE PowerBreak II Retrofill circuit breaker to replace the existing PowerBreak I MAIN Breakers in the Wastewater Treatment GE AV2 Switchboard.

Breakers to be rated 480v, 2500 amps, 3 phase and have new GE Entelliguard Trip Protection including long time, short time, instantaneous, and 3 wire Ground.

Programmer rating plug to be 1600 amps to adjust to existing plant loads.

Operating mechanism to be 120vac for charge, close, and trip functions. Breaker to be wired into existing ATO controls and tested.

AV2 busbar extensions and cubicle door modification included, as required for retrofill.

The Material Price for the Breakers ..... \$ 19,841.00 (each) or \$ 39,682.00 (lot of 2)

The Labor for Engineering & Installation ..... \$ 4,865.00 (each) or \$ 9,730.00 (lot of 2)

The current lead-time for Breaker delivery is 5 weeks (ARO). Labor is quoted separately and can be delayed until 3<sup>rd</sup> or 4<sup>th</sup> quarter of this year.

Sincerely,

*Kirk Dyszlewski*

4095 S. Dye Rd  
Swartz Creek, MI 48473  
Phone (810)720-2280  
Fax (810)720-2283



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# ***MEMORANDUM***

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DATE: May 29, 2013

TO: OWOSSO CITY COUNCIL

FROM: Adam Zettel, AICP

RE: Downtown Facade Grant Professional Design Services

---

The façade grant for six downtown properties has been signed and is awaiting final execution by the Michigan Economic Development Corporation. The next step is to prepare bid specifications and construction documents so that sealed bids can be received for each property. Due to the historic nature of the facades, the creation of these documents is highly specialized and will require professional assistance.

Similar services were required early in the process to get preliminary construction estimates. At that time, staff received a list of recommended firms from the State Historic Preservation Office to perform such work. A few firms from the list were invited to provide 'not-to-exceed' costs to the city for this purpose. Thomas Roberts, AIA, dba Thomas Roberts Architect, LLC, was found to be the lowest qualified bidder. Mr. Roberts was highly recommended, even by the peers he outbid, and delivered quality results to the city in a timely fashion.

To expedite the current process for 2013 construction, as well as recognizing the quality and unique circumstances under which such professional services are provided, I recommend the city continue to work with Mr. Roberts under a new contract. The scope of services and maximum pricing is included in the attached documentation. Once again, Mr. Roberts is proposing not-to-exceed costs because of the unpredictability associated with designing for historic properties. (Note that the referenced documents from December 7, 2012 are very extensive in nature and have been included in previous submissions to the council in the form of the approved façade grant application).

I recommend the city council approve the execution of a professional services agreement with Thomas Roberts, LLC for the scope of work attached. I further recommend that the city commit its share of the design work (estimated at \$213) and establish escrow accounts for all other owners in amounts required to cover each respective building's share of design fees.

## RESOLUTION NO.

### A RESOLUTION TO APPROVE THE PROFESSIONAL DESIGN SERVICES FOR THE 2013 OWOSSO FAÇADE PROJECT

WHEREAS, the City of Owosso recognizes the importance of its downtown as it relates to the economic and cultural development of the community, as well as the overall quality of life; and

WHEREAS, the Owosso Master Plan indicates that investment in the downtown structures so that they can sustain modern economic and residential functions in the new economy is essential to the community's future; and

WHEREAS, six properties have been selected to receive façade grant support from the Michigan Economic Development Corporation, with such properties listed as follows:

110 E. Exchange St.  
111 E. Main St.  
112 S. Washington St.  
112 W. Exchange St.  
117-119 N. Washington St.  
207 N. Washington St.

WHEREAS, professional design services for construction documents and bid specifications are now required to bid the individual façade projects out, with the description of such services attached as submitted by Thomas Roberts, AIA of Thomas Roberts Architect, LLC; and

WHEREAS, the city finds Thomas Roberts Architect, LLC to have the necessary qualifications to perform the work as well as competitive pricing given the uncertain nature of the project; and

WHEREAS, the property owners will be responsible for the costs associated with their respective façade projects, including the city.

NOW THEREFORE BE IT RESOLVED by the City Council of the City of Owosso, Shiawassee County, Michigan that:

FIRST: The City of Owosso has theretofore determined that it is advisable, necessary and in the public interest to authorize city staff engage the services of Tom Roberts Architect, LLC in accordance with the pricing and scope of work that is attached, such services to be completed in accordance with a professional services agreement that will be approved as to form by the city manager and as to substance by the city attorney.

SECOND: The same council hereby directs staff to establish escrow accounts in which all engaged property owners will contribute the following amounts to cover the expected costs of the professional services (including \$213 general fund dollars to cover the city's share of 112 S. Washington design costs):

\$2,000	110 E. Exchange St.
\$2,500	111 E. Main St.
\$2,000	112 S. Washington St.
\$3,000	112 W. Exchange St.
\$4,500	117-119 N. Washington St.
\$2,000	207 N. Washington St.

PASSED AND APPROVED BY THE CITY COUNCIL OF THE CITY OF OWOSSO,

SHIAWASSEE COUNTY, MICHIGAN THIS 3rd DAY OF JUNE, 2013.

AYES:

NAYS:

ABSTENTIONS:

ABSENT:

CITY OF OWOSSO

ATTEST:

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Benjamin R. Frederick, Mayor

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Amy K. Kirkland, City

May 30, 2013

**Mr. Adam Zettel, AICP**  
**Asst. City Manager/Dir. of Community Development**  
**City of Owosso**  
**301 W. Main Street**  
**Owosso, MI 48867**

Architectural Design Service proposal for exterior façade improvements.

### **Project Understanding**

The goal of the project(s) located the City of Owosso is to provide construction documents and specifications for façade improvements for the properties located at 110 E. Exchange St., 111 E. Main St., 112 S. Washington, 112 W. Exchange St., 207 N. Washington, and 117/119 N. Washington. The façade improvement work will be in accordance with the Secretary of Interiors Standards for Historic Preservation and will require State Historic Preservation Office (SHPO) review and approval. The general elements of the façade improvement are to include the following and were summarized in detail in the Façade Improvement Review report dated December 7, 2012 (see attached):

- New storefronts and entry doors.
- New upper floor “punched” windows.
- New cornice type moldings with dentils.
- Provide placeholder for tenant provided signage.
- Provide canopy design that meets City of Owosso design guidelines.
- Masonry tuckpointing, repair, and reconstruction as required.
- New paint and coatings.
- New gutters & downspouts as required.

### **Scope of Professional Services:**

The following generalized scope of services is required to complete the work identified above and may vary for each façade improvement project:

- As-built documentation necessary to provide services outlined above to include field measuring and photographs. As-built documents will also be used for SHPO review submittal.
- (1) Design meetings with Owner and Contractor.
- (1) Final presentation to Owner and Contractor.
- (1) Hand drawn rendering indicating materials and colors of proposed façade improvement.
- Construction drawings to include:
  - Floor Plan(s) and Exterior Elevation(s) demolition plan
  - Proposed Floor Plan(s)
  - Proposed Exterior Elevation(s)
  - Typical Wall Section(s)
  - Typical Storefront Details including head, jamb, and sill conditions.
- Construction specifications to include:
  - Storefront system and glazing
  - Upper story “punched” windows
  - Masonry repair and tuckpointing
  - Paint and Coatings
  - Lighting
- Issue documents for bidding and assist owner with selection of contractor.
- Assist the owner and answer questions related to façade improvements during construction.
- (1) Site visit during construction to assure work is being performed in accordance with the drawings and specifications.



**Compensation:**

A not to exceed lump sum fee, plus reimbursable expenses is required for the scope of services identified above will be required for each individual property. Reimbursable expenses include printing for presentations, SHPO review, bidding, and permits and will be marked up 10% for administrative purposes. The summary for each individual property is as follows:

	<b>Fee</b>	<b>Est. Reimbursable Expenses</b>
• 110 E. Exchange Street	\$1,500.00	\$250.00
• 111 E. Main Street	\$2,000.00	\$250.00
• 112 S. Washington Street	\$1,500.00	\$250.00
• 112 W. Exchange Street	\$2,500.00	\$250.00
• 207 N. Washington	\$1,500.00	\$250.00
• 117/119 N. Washington	\$3,500.00	\$250.00
<b>Total</b>	<b>\$12,500.00</b>	<b>\$1,750.00</b>

**Retainer:**

A non-refundable retainer (25% of project fee) will be required for the project. For example, if the total project fee is \$2,000 (Two Thousand and no/100 dollars) then a \$500 (Five Hundred and no/100 dollar) retainer is required.

**Conditions:**

- It is assumed that structural, mechanical and electrical engineering services are not required for the façade improvement projects identified. If it is determined engineering services are required, they will be considered an additional service to the project and will be billed at an hourly rate. Required additional services will be reviewed and approved by the client prior to initiating any work.
- The scope of service assumes that multiple façade improvement projects will be happening simultaneously to help minimize travel time and keep expenses to a minimum.
- Balance of professional fee (less 10% for bidding & construction administration) will be required within 30 days of submittal to contractors for bidding and SHPO for review.

**Schedule:**

We can begin work immediately upon authorization to proceed and anticipate that the services required will take approximately 2-4 weeks to complete.

This document will serve as an agreement between us. You may indicate your acceptance in the space provided below and return one signed copy for our files. Once again, thank you for the opportunity to submit a proposal for architectural design services.

\_\_\_\_\_  
Mr. Adam Zettel, AICP  
City of Owosso

\_\_\_\_\_  
Date

\_\_\_\_\_  
Thomas Roberts, AIA  
Thomas Roberts Architect, LLC

\_\_\_\_\_  
Date

# QUALIFICATIONS



## FIRM PROFILE



### Thomas Roberts Architect, LLC

As an architect, teacher, and community activist, Thomas Roberts Architect combines professional practice and academic theory with passion to stimulate positive change to our communities. Rooted in the metropolitan Detroit area, Tom is a life long resident of the City of Wyandotte. His personal dedication has reached beyond the downriver region to include active participation on the Detroit Yacht Club Strategic Planning Committee and the Michigan Historic Preservation Network Board of Directors. The combined experiences have strengthened Tom's ability to raise awareness and advocate for quality architecture, urban design, and historic preservation in his local community, the City of Detroit, and the State of Michigan.

Tom held positions with various Detroit area design firms prior to establishing Thomas Roberts Architect in 2003. Although each firm had their own unique culture, Tom consistently integrates his diverse experience and design sensibility to motivate and inspire colleagues and clients to challenge themselves to establish expectations for quality design. Most significantly were the six years with Kessler Associates, later known as Kessler|Francis|Cardoza Architects. Tom quickly engaged in the balance that existed between modernism and historic preservation and embraced the philosophy that creativity is more the product of diversity than it is of repetition. This influence has fortified a design process and reinforced Tom's desire to give back to his community. In 18 years of practicing architecture, Tom's work has married contemporary architecture of our time with the timeless and historic architecture of the past. To further acknowledge Tom's commitment to historic preservation, the State of Michigan Historic Preservation Office certified him as 36CFR61 qualified historic architect in 2007.

Parallel to the practice of architecture is his teaching position at the University of Detroit Mercy as an adjunct professor of design. Tom views teaching as an extension of the office and makes every attempt to expose students to real life projects and experiences while reinforcing the need for creative out of the box thinking that the academic environment fosters. In the midst of the ups and downs of daily office life, Tom's ability to embrace and juggle the demands of family, teaching, civic and professional activities with equal vigor and optimism is inspiring. The energy in which he engages the assorted life extensions is a sincere desire to participate, contribute and be an active part of all of his diverse communities.

## RESUME



### Thomas Roberts, AIA

Tom has developed a diversified background over the past 20 years that includes historic preservation, interior design, urban planning and landscape architecture. He is an adjunct professor of design at the University of Detroit Mercy and has served on the board of the Michigan Historic Preservation Network. This breadth of experience enables Tom to contribute to the design of diverse project types.

### Professional Education

BA, University of Detroit Mercy SOA, 1994

### Professional Registration

Michigan, 2003-P, License Num. 1301051413  
36CFR61 Certified Historic Architect, 2006-P

### Historic Preservation Project Experience

Armory Arts Project, Jackson MI  
Belding Memorial Library Expansion, Belding MI  
Christ Church Detroit, Detroit, MI  
Detroit Artist Market, Detroit MI  
Detroit Golf Club Restoration, Detroit MI  
Detroit Yacht Club Restoration Master Plan, Detroit MI  
Fine Arts Building, Detroit MI  
Flint Institute of Arts Master Plan, Flint MI  
Franklin Hills Country Club Restoration, Franklin MI  
Maritime Academy Master Plan, Belle Isle MI  
Hamtramck Façade Improvement Program, Hamtramck, MI  
Howell Opera House Master Plan, Howell MI  
Lebowsky Center Restoration Master Plan, Owosso MI  
Masonic Temple Arts Center, Wyandotte MI  
Michigan Theater Master Plan, Jackson MI  
Morris Performing Arts Center, South Bend IN  
Pewabic Pottery Campus Expansion Plan, Detroit MI  
Tibbits Opera House, Coldwater MI  
Trillium Theater Evaluation, Wyandotte MI  
Water Works Park Museum, Detroit MI  
Willow Tree Lofts, Wyandotte MI

### Memberships | Affiliations

American Institute of Architects, 2003-P  
National Trust for Historic Preservation, 1997-P  
Michigan Historic Preservation Network, 2001-P

### Service to the Community

Belle Isle Alliance, 2003-2004  
Detroit Yacht Club Strategic Planning Committee, 2003  
City of Wyandotte "Cool Cities" Co-Chair, 2004-2006  
Michigan Historic Preservation Network Board, 2001-P

### Awards / Recognition

AIA Detroit Young Architect, 2008  
AIA Michigan Young Architect, 2009

## PROJECT EXPERIENCE



### Arts & Culture

Water Works Park Museum, Detroit MI  
Flint Institute of Arts, Flint MI  
Michigan Lighthouse Museum, Mackinaw City MI  
Detroit Artists Market, Detroit MI  
The Armory Arts Project, Jackson MI  
Masonic Temple Arts Center, Wyandotte MI  
Lebowsky Center for the Arts, Owosso MI

### Performing Arts

Morris Performing Arts Center, South Bend IN  
Tibbits Opera House, Coldwater MI  
Howell Opera House, Howell MI  
Marygrove College Theater, Detroit MI  
Vogue Theatre, Manistee MI

### Education

Great Lakes Maritime Academy, Detroit MI  
University of Detroit Mercy SOA, Detroit MI  
UPA SMMS at the DSC, Detroit MI  
UPA SMHS, Detroit MI  
Children's Montessori Place, Brownstown MI

### Healthcare

Memorial Healthcare Cancer Center, Owosso MI  
Garden City Hospital Surgery Center, Garden City MI  
University of Michigan Hospital, Ann Arbor MI  
Worcester Medical Center, Worcester MA



### Mixed Use | Residential

The Lofts at Willow Tree, Wyandotte MI  
Manzella Residence, Wyandotte MI  
Roberts Residence, Wyandotte MI  
Fine Arts Building, Detroit MI  
Oak Street Plaza, Wyandotte MI  
Skolnik Residence, Franklin MI  
Lafayette Park Redevelopment Plan, Detroit MI



### Historic Preservation

Hamtramck Façade Grant Program, Hamtramck MI  
Christ Church Detroit, Detroit MI  
Alvah N. Belding Memorial Library, Belding MI  
Detroit Golf Club, Detroit MI  
Franklin Hills Country Club, Franklin MI  
Ste. Anne de Detroit, Detroit MI

### Master Planning

Argonaut Building, Detroit MI  
Michigan Theater Jackson, Jackson MI  
Great Lakes Maritime Academy, Belle Isle MI  
Detroit Yacht Club Facility, Belle Isle MI  
Immaculate Heart of Mary Campus, Monroe MI  
Pewabic Pottery Campus, Detroit MI  
Detroit Golf Club, Detroit MI



**Tibbits Opera House Façade Reconstruction**  
Coldwater, Michigan



Past



Present



Future

The 499 seat theater is the primary venue in Branch County, Michigan. The structure was designed by master architect Mortimer Smith of Detroit and built in 1882 for \$25,000. The current phase of restoration includes reconstruction of the missing original Second Empire façade. Future phases include interior restoration, life safety conformance, new orchestra pit lift, ADA compliance, new theater lighting and electro acoustic systems, stage house expansion, and new rigging. The new addition will surround the original structure on two sides containing lobby, gallery space, patron restrooms, gift shop, administrative offices, dressing rooms, food service space, and extensive storage areas. The additions façade was designed as “garden screen wall” to allow a seamless visual and physical flow of space from outside to inside, as well as complimenting the restored original ornate façade of the theater.

*Owner:* Tibbits Opera House

*Architect:* Thomas Roberts Architect

*Contact:* Christine Delaney, Executive Director

*Completion:* 2013

*Cost:* \$1,500,000

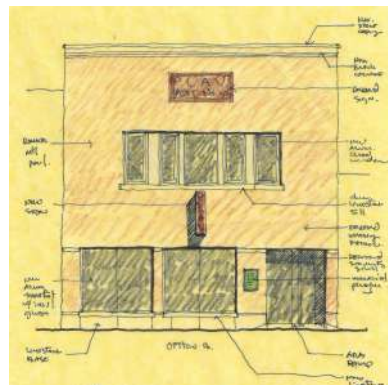
**University of Detroit Mercy Law Clinic**  
Detroit, Michigan



The existing 10,000 square foot decommissioned City of Detroit fire house was built in 1917 was recently purchased by the University to renovate and restore for their Law Clinics Program. The LEED Silver Certified Project included repurposing of the first and second floor for offices, conference rooms, and student work areas. New mechanical, electrical, and plumbing systems were installed as well as fire suppression throughout the facility. Exterior restoration included masonry and stone tuck-pointing, windows and doors, and recreation of the original red fire doors. Construction was completed in December of 2012.

*Owner:* University of Detroit Mercy  
*Architect:* Thomas Roberts Architect  
*Completion:* 2012  
*Cost:* \$1,000,000

**City of Hamtramck Façade Grant Program**  
Hamtramck, Michigan



PLAV Post 10



Hamtramck Drugs



Once Again Retail

Thomas Roberts Architect has been a qualified design consultant to the City of Hamtramck Façade Grant Program since 2009 working with various property owners to improve the aesthetics of the primary building facade. Improvements include new windows, doors, awnings, signage and lighting. It is the goal of the project to make modest and cost effective decisions to maximize restorations and provide an improved streetscape along Joseph Campau. Funding for the project is a matching grant through the Community Development Block Grant (CDBG) program.

*Owner:* Various

*Architect:* Thomas Roberts Architect

*Contact:* Darren Grow, DDA Manager

*Completion:* TBD

*Cost:* \$25,000 each



**3107 Biddle Avenue**  
Wyandotte, Michigan



The existing 3,200 square foot single story building is located in downtown Wyandotte. With a desire to experience the urban live/work condition, the owners purchased the building with intentions of locating The Candy Store business on the first floor and constructing a new second and third floor residence. The renovation and vertical expansion includes upgrades of the first floor retail space, reconstruction of the Biddle Avenue façade to blend with the context of the adjacent storefronts, and the addition of two new floors above. To maximize views of the Detroit River to the east and Biddle Avenue to the west, public spaces including living room, kitchen, dining, and rooftop terraces were located on the third floor/penthouse. Private spaces including 3 bedrooms, exercise room, media room, mechanical, and storage rooms were located on the second floor. The interior architecture will be "Loft like" with exposed construction including steel columns and beams with metal deck and poured concrete floors. The minimalist modern interior aesthetic will compliment the contextual exterior design to create a balance between the old and new.

**Owner:** Pat and Anthony Manzella  
**Architect:** Thomas Roberts Architect  
**Completion:** 2011  
**Cost:** \$250,000

## REFERENCES

### **Christine Delaney**

Executive Director  
Tibbits Opera House  
14 S. Hanchett Street  
Coldwater, Michigan 49036  
517.278.6029

### **Douglas Robinson**

Property Owner  
City of Hamtramck Façade Program  
2321 Caniff  
Hamtramck, Michigan 48212  
586.216.6783

### **James Murray**

Zoning Administrator  
Huron Charter Township  
22950 Huron River Dr.  
New Boston, Michigan 48164  
734.753.9376

### **Lydia Maola**

Office Manager  
Saints Peter & Paul Jesuit Church  
438 St. Antoine Street  
Detroit, Michigan 48226  
313.961.7134

### **Travis B. Alden**

Director  
Manistee Main Street & DDA  
70 Maple Street  
Manistee, Michigan 49660  
231.398.3262

### **Gilbert Rose**

Owner/Developer  
The Lofts at Willow Tree  
2944 Biddle Ave.  
Wyandotte, Michigan  
734.282.7755

### **Robbert McKay**

Historic Architect  
State Historic Preservation Office (SHPO)  
702 West Kalamazoo Street  
Lansing, Michigan  
517.355.2727



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# ***MEMORANDUM***

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DATE: For June 3, 2013 City Council Meeting

TO: Owosso City Council

FROM: Gary Burk, Utilities Director

RE: Water & Sewer Rate Schedule for FY 2013-2014

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Attached is the proposed water and sewer rate schedule for the fiscal year beginning July 1, 2013. The proposed rate changes are in line with the projections approved by Council last June and included as part of the Water and Sewer Fund adopted budget for the upcoming fiscal year. The information provided to Council last June is separately re-submitted, along with the June 18, 2012 Council Resolution, in the packet for ready reference.

The only difference to the projection provided last June is that the Water Demand Charge would remain the same rather than increase as previously projected from \$30 to \$30.50 per quarter for a residential customer. The projected increase was originally proposed to cover increasing bond debt payments. However, the refinancing of the 2002 Water Plant Improvement bonds provided adequate savings in interest expense to negate the demand charge increase for FY 2013/14.

The changes to the Water & Sewer Rate Schedule are briefly described below. The changes would not apply to the June 30, 2013 billing but would be in effect for the September 30, 2013 quarterly billing. Staff recommends Council adoption of the proposed Water & Sewer Rate Schedule for the fiscal year beginning July 1, 2013.

The in-town **Water Usage Charge** would increase **from \$1.50 to \$1.60** per meter unit (100 cubic feet or about 750 gallons). The out-of-town rate would increase from **\$3.00 to \$3.20** per unit. The wholesale rate to the City of Corunna would increase by the same percentage. This increase is necessary to cover increasing rates and costs for power and chemicals and lime residual management.

The **Sewer Usage Charge** would increase from **\$1.90 to \$2.00** per unit of metered water. This applies only to City customers as the Townships and Corunna separately bill their own retail customers. Costs for the Mid-County Wastewater Treatment Plant are shared on a wholesale basis between the 4 mid-County local units of government. The increase in the Sewer Usage Charge is necessary to cover the City share (about 70%) of the cost of the plant operation.

**The Water Capital Charge** would increase from \$10 to \$12 **per quarter** for a typical in-City residential customer. For users with larger services the charge would be higher in the same proportion as the current Water Demand Charge. The charge also applies to in-town fire sprinkler services. Revenue from this charge is dedicated to street water main replacement in the City of Owosso. The Charge does not apply to out-of-town retail customers or the City of Corunna as Corunna and the respective Townships are responsible for replacing the distribution water mains in their jurisdictions.

**PROPOSED RESOLUTION NO. \_\_\_\_\_**

**WATER AND SEWER RATE SCHEDULE  
FOR THE CITY FISCAL YEAR BEGINNING JULY 1, 2013**

"Pursuant to Sections 34-248. Water Rates, and 34-249. Sewer Rates, of Article V, of Chapter 34, of the Owosso City Code, the City Council does hereby resolve that the following rate schedule for water and sewer service shall be in effect for the City fiscal year beginning July 1, 2013 and continuing thereafter until modified or replaced by further Council action. Bills issued with a nominal bill date of June 30, 2013 covering the quarter from April to June 2012 shall be billed under the previous rate schedule. All previous resolutions or parts thereof, insofar as the same may be in conflict herewith, are hereby repealed following the effective date of this schedule."

**CITY OF OWOSSO  
WATER AND SEWER RATE SCHEDULE  
FOR THE CITY FISCAL YEAR BEGINNING JULY 1, 2013**

**I. QUARTERLY WATER AND SEWER RATES**

In-town quarterly water service charges consist of: a demand charge based on water meter size (see table below), a capital charge dedicated for water main replacement, and a metered usage charge. One meter unit is equal to 100 cubic feet of water or about 750 gallons. Rates for retail out-of-town water service are double the in-town rate, except that the capital charge does not apply to out-of-town customers where the respective Township separately finances water main replacement. Twenty five percent of the out-of-town revenue is collected for and transferred to the respective Township for use in replacing and improving their water distribution system.

Quarterly sewer charges consist of a demand charge based on the water meter size (see table below) and a sewer usage charge based on metered water consumption. The City has no retail out-of-town sewer service.

Bills are issued on a quarterly basis and, if not paid by the due date as shown on the billing, a late payment charge of ten percent (10%) of the current amount due may be added for failure to make prompt payment.

**QUARTERLY WATER SERVICE CHARGE:**

- In-town: In-town Water Usage Charge of **\$1.60** per meter unit plus In-town Water Demand Charge plus Capital Charge from Table below.
- Out-of-town: Out-of-town Water Usage Charge of **\$3.20** per meter unit plus Out-of-town Water Demand Charge from Table below.

**QUARTERLY SEWER SERVICE CHARGE:**

Sewer Usage Charge of **\$2.00** per unit plus Sewer Demand Charge from Table below.

For residential customers without metered water service, the quarterly sewer charge shall be **\$73.00** per residential unit.

**WATER AND SEWER RATE SCHEDULE  
FOR THE CITY FISCAL YEAR BEGINNING JULY 1, 2013  
(page 2 of 3)**

QUARTERLY DEMAND CHARGE TABLES

A. Potable Water & Sewer Service

Water Meter Size	Water Demand	Water CAPITAL	Sewer Demand	Combined In-Town	Water Only (Out-of-town)
5/8"	\$30.00	<b>\$ 12.00</b>	\$ 25.00	<b>\$67.00</b>	\$60.00
3/4"	45.00	<b>18.00</b>	37.50	<b>100.50</b>	90.00
1"	75.00	<b>30.00</b>	62.50	<b>167.50</b>	150.00
1.5"	150.00	<b>60.00</b>	125.00	<b>335.00</b>	300.00
2"	240.00	<b>96.00</b>	200.00	<b>536.00</b>	480.00
3"	450.00	<b>180.00</b>	375.00	<b>1,005.00</b>	900.00
4"	750.00	<b>300.00</b>	625.00	<b>1,675.00</b>	1,500.00
6"	1,500.00	<b>600.00</b>	1,250.00	<b>3,350.00</b>	3,000.00

For a residential user with a second 5/8" meter on a single service line for water only irrigation service, the user shall be charged a single water demand and capital charge equivalent to a 3/4" metered service on a year round basis.

The demand charge for multiple residential units served by a single water meter shall be based on actual meter size provided the meter meets the minimum size requirement per the following table:

<u>Number of Apartments</u>	<u>Minimum Meter Size</u>
1 - 3	5/8"
4 - 7	3/4"
8 - 11	1"
12 - 15	1 1/2"
16 - 24	2"
24 - 48	3"
Over 48	4"

B. Fire Protection Service

<u>Sprinkler Service</u>	<u>Quarterly Water Charge</u>		<u>Out-of-Town DEMAND</u>
	<u>In-Town DEMAND</u>	<u>CAPITAL</u>	
<u>Riser Size</u>			
4 inch	\$ 45.00	<b>\$ 18.00</b>	\$ 90.00
6 inch	\$ 75.00	<b>\$ 30.00</b>	\$ 150.00
8 inch	\$ 150.00	<b>\$ 60.00</b>	\$ 300.00
10 inch	\$ 240.00	<b>\$ 96.00</b>	\$ 480.00

II. HYDRANT RENTAL CHARGES

Hydrants located outside the City of Owosso and private hydrants maintained by the City of Owosso shall be subject to an annual hydrant rental charge of \$144.

**WATER AND SEWER RATE SCHEDULE  
FOR THE CITY FISCAL YEAR BEGINNING JULY 1, 2013  
(page 3 of 3)**

**III. BULK WATER CHARGES**

For users with an active city water service connection, bulk water delivered by the city from hydrants or other approved outlets for such purposes as pool filling, shall be charged at the standard metered usage rate given in Section I. above along with actual labor and equipment costs with a minimum charge of \$40.00.

Other bulk water sales, such as filling tank trucks, shall be charged at the rate of \$8.00 per thousand gallons with a \$40.00 minimum charge, which includes up to 5,000 gallons, if during the normal workday at an established city delivery point. After hours bulk water sales and/or sales at other than established city delivery points, shall be charged at the rate of \$8.00 per thousand gallons plus actual labor and equipment costs.

For customers who do not prepay a \$10 service charge shall apply for invoicing.

(Note: These charges do not apply to water supplied for fire fighting).

**IV. INCREMENTAL WATER AND SEWER USAGE CHARGES FOR BILLING  
ADJUSTMENTS RELATED TO PLUMBING LEAKS**

The incremental water and sewer usage charges shall be 50% of the normal usage charge. These incremental usage rates are for the purpose of making adjustments to significantly high bills attributable to plumbing leaks and may be applied in accordance with Guidelines separately approved by the Owosso City Council.

**V. EXTRA STRENGTH WASTEWATER SURCHARGES**

Extra strength wastewater surcharges shall apply to those users of the City wastewater treatment system approved for the discharge of extra strength wastewater in accordance with Section 34-170. of the Owosso City Code. The surcharge rate shall be applied to loadings in excess of the base or normal strength loading.

**EXTRA STRENGTH WASTEWATER SURCHARGE SCHEDULE**

<u>PARAMETER</u>	<u>BASE</u>	<u>SURCHARGE</u>
BOD-5	220 MG/L	\$0.11/pound in excess of base
TSS	300 MG/L	\$0.17/pound in excess of base
TP	10 MG/L	\$1.50/pound in excess of base
NH3-N	20 MG/L	\$0.80/pound in excess of base

(Note: BOD-5 = Biochemical Oxygen Demand; TSS = Total Suspended Solids; TP = Total Phosphorous; NH3-N = Ammonia Nitrogen; MG/L = Milligrams per Liter)."

**WATER/SEWER RATE PROPOSAL** (Continued from the meeting of June 4, 2012.)

Utilities Director Gary Burk explained that despite Council's request for a proposal tied to a multiplier he did not feel comfortable developing such a proposal because certain expenses are covered by certain charges and they do not necessarily move in conjunction with one another. He said he did recognize that Council was attempting to estimate future costs for planning purposes. Due to the fact that several variables could not be quantified at this time he was reluctant to ask Council to adopt rates for future fiscal years. He suggested they adopt the rates proposed at the June 4<sup>th</sup> meeting for the 2012-2013 fiscal year and approve projections for the following three fiscal years to facilitate planning and budgeting. Barring any material changes Council would see the projected rates come before them again with each subsequent budget.

There was discussion regarding footing drain separations and the Sanitary Sewer Overflow Control Project. Utilities Director Burk expressed his concern with a lack of man-power when it comes to such projects.

Motion by Councilperson Cook to approve the following resolution adopting water and sewer rates beginning July 1, 2012 and further approve projections to 2016 for budgeting purposes.

**RESOLUTION NO. 76-2012**

**WATER AND SEWER RATE SCHEDULE  
FOR THE CITY FISCAL YEAR BEGINNING JULY 1, 2012**

"Pursuant to Sections 34-248. Water Rates, and 34-249. Sewer Rates, of Article V, of Chapter 34, of the Owosso City Code, the City Council does hereby resolve that the following rate schedule for water and sewer service **shall be in effect for the City fiscal year beginning July 1, 2012 and continuing thereafter until modified or replaced by further Council action. Bills issued with a nominal bill date of June 30, 2012 covering the quarter from April to June 2012 shall be billed under the previous rate schedule.** All previous resolutions or parts thereof, insofar as the same may be in conflict herewith, are hereby repealed following the effective date of this schedule."

**I. QUARTERLY WATER AND SEWER RATES**

In-town quarterly water service charges consist of: a demand charge based on water meter size (see table below), a capital charge dedicated for water main replacement, and a metered usage charge. One meter unit is equal to 100 cubic feet of water or about 750 gallons. Rates for retail out-of-town water service are double the in-town rate, except that the capital charge does not apply to out-of-town customers where the respective Township separately finances water main replacement. Twenty five percent of the out-of-town revenue is collected for and transferred to the respective Township for use in replacing and improving their water distribution system.

Quarterly sewer charges consist of a demand charge based on the water meter size (see table below) and a sewer usage charge based on metered water consumption. The City has no retail out-of-town sewer service.

Bills are issued on a quarterly basis and, if not paid by the due date as shown on the billing, a late payment charge of ten percent (10%) of the current amount due may be added for failure to make prompt payment.



QUARTERLY WATER SERVICE CHARGE:

In-town: In-town Water Usage Charge of **\$1.50** per meter unit plus In-town Water Demand Charge plus Capital Charge from Table below.  
Out-of-town: Out-of-town Water Usage Charge of **\$3.00** per meter unit plus Out-of-town Water Demand Charge from Table below.

QUARTERLY SEWER SERVICE CHARGE:

Sewer Usage Charge of **\$1.90** per unit plus Sewer Demand Charge from Table below.

For residential customers without metered water service, the quarterly sewer charge shall be **\$70.60** per residential unit.

QUARTERLY DEMAND CHARGE TABLES

A. Potable Water & Sewer Service

Water Size	Water Demand	Water CAPITAL	Sewer Demand	Combined In-Town	Water Only (Out-of-town)
5/8"	\$30.00	\$ 10.00	\$ 25.00	\$65.00	\$60.00
3/4"	45.00	15.00	37.50	82.50	90.00
1"	75.00	25.00	62.50	137.50	150.00
1.5"	150.00	50.00	125.00	275.00	300.00
2"	240.00	80.00	200.00	440.00	480.00
3"	450.00	150.00	375.00	825.00	900.00
4"	750.00	250.00	625.00	1,375.00	1,500.00
6"	1,500.00	500.00	1,250.00	2,750.00	3,000.00

**For a residential user with a second 5/8" meter on a single service line for water only irrigation service, the user shall be charged a single water demand and capital charge equivalent to a 3/4" metered service on a year round basis.**

The demand charge for multiple residential units served by a single water meter shall be based on actual meter size provided the meter meets the minimum size requirement per the following table:

<u>Number of Apartments</u>	<u>Minimum Meter Size</u>
1 - 3	5/8"
4 - 7	3/4"
8 - 11	1"
12 - 15	1 1/2"
16 - 24	2"
24 - 48	3" Over
48	4"

B. Fire Protection Service

Sprinkler Service

Quarterly Water Charge

<u>Riser Size</u>	<u>In-Town</u>		<u>Out-of-Town</u>
	<u>DEMAND</u>	<u>CAPITAL</u>	<u>DEMAND</u>
4 inch	\$ 45.00	\$ 15.00	\$ 90.00
6 inch	\$ 75.00	\$ 25.00	\$ 150.00
8 inch	\$ 150.00	\$ 50.00	\$ 300.00
10 inch	\$ 240.00	\$ 80.00	\$ 480.00

II. HYDRANT RENTAL CHARGES

Hydrants located outside the City of Owosso and private hydrants maintained by the City of Owosso shall be subject to an annual hydrant rental charge of **\$144**.

III. BULK WATER CHARGES

For users with an active city water service connection, bulk water delivered by the city from hydrants or other approved outlets for such purposes as pool filling, shall be charged at the standard metered usage rate given in Section I. above along with actual labor and equipment costs with a minimum charge of **\$40.00**, which includes up to 5,000 gallons.

Other bulk water sales, such as filling tank trucks, shall be charged at the rate of **\$8.00** per thousand gallons with a **\$40.00** minimum charge, which includes up to 5,000 gallons, if during the normal workday at an established city delivery point. After hours bulk water sales and/or sales at other than established city delivery points, shall be charged at the rate of **\$8.00** per thousand gallons plus actual labor and equipment costs.

**Customers who prepay shall be granted a 10% discount.**

(Note: These charges do not apply to water supplied for fire fighting).

IV. INCREMENTAL WATER AND SEWER USAGE CHARGES FOR BILLING  
ADJUSTMENTS RELATED TO PLUMBING LEAKS

The incremental water and sewer usage charges shall be 50% of the normal usage charge. These incremental usage rates are for the purpose of making adjustments to significantly high bills attributable to plumbing leaks and may be applied in accordance with Guidelines separately approved by the Owosso City Council.

V. EXTRA STRENGTH WASTEWATER SURCHARGES

Extra strength wastewater surcharges shall apply to those users of the City wastewater treatment system approved for the discharge of extra strength wastewater in accordance with Section 34-170. of the Owosso City Code. The surcharge rate shall be applied to loadings in excess of the base or normal strength loading.

EXTRA STRENGTH WASTEWATER SURCHARGE SCHEDULE

<u>PARAMETER</u>	<u>BASE</u>	<u>SURCHARGE</u>
BOD-5	220 MG/L	<b>\$0.11</b> /pound in excess of base
TSS	300 MG/L	<b>\$0.17</b> /pound in excess of base
TP	10 MG/L	<b>\$1.50</b> /pound in excess of base
NH3-N	20 MG/L	<b>\$0.80</b> /pound in excess of base

(Note: BOD-5 = Biochemical Oxygen Demand; TSS = Total Suspended Solids; TP = Total Phosphorous; NH3-N = Ammonia Nitrogen; MG/L = Milligrams per Liter)."

**Owosso Water & Sewer  
Rate History & Projections  
June 2012**

**(Changing rates are in bold)**

Projected FY2013- 14	Projected FY2014- 15	Projected FY2015- 16
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"Typical" family of four City Residential Customer

Water Demand Charge per quarter	<b>\$ 30.50</b>	<b>\$ 31.00</b>	<b>\$ 32.00</b>
Proposed Water Main Replacement Charge	<b>\$ 12.00</b>	<b>\$ 14.00</b>	<b>\$ 16.00</b>
Water Usage Rate per 100cf	<b>\$ 1.60</b>	<b>\$ 1.70</b>	<b>\$ 1.80</b>
Water Usage Charge for 24 units per quarter	<b>\$ 38.40</b>	<b>\$ 40.80</b>	<b>\$ 43.20</b>
<b>Quarterly Water Charge</b>	<b>\$ 80.90</b>	<b>\$ 85.80</b>	<b>\$ 91.20</b>
<b>% increase</b>	<b>6.4%</b>	<b>6.1%</b>	<b>6.3%</b>
Sewer Demand Charge per quarter	\$ 25.00	<b>\$ 25.50</b>	<b>\$ 26.00</b>
Sewer Usage Rate per 100cf	<b>\$ 2.00</b>	<b>\$ 2.10</b>	<b>\$ 2.20</b>
Sewer Usage Charge for 24 units per quarter	<b>\$ 48.00</b>	<b>\$ 50.40</b>	<b>\$ 52.80</b>
<b>Quarterly Sewer Charge</b>	<b>\$ 73.00</b>	<b>\$ 75.90</b>	<b>\$ 78.80</b>
<b>% increase</b>	<b>3.4%</b>	<b>4.0%</b>	<b>3.8%</b>
<b>Total In City Quarterly Water &amp; Sewer</b>	<b>\$ 153.90</b>	<b>\$ 161.70</b>	<b>\$ 170.00</b>
<b>% increase</b>	<b>5.0%</b>	<b>5.1%</b>	<b>5.1%</b>

Additional sewer charge for footing drain discharge to be separately proposed and would apply to a limited number of customers

Out-of-Town Residential Customer (Water only)

Water Demand Charge per quarter	<b>\$ 61.00</b>	<b>\$ 62.00</b>	<b>\$ 64.00</b>
Proposed Water Main Replacement Charge	\$ -	\$ -	\$ -
Water Usage Rate per 100cf	<b>\$ 3.20</b>	<b>\$ 3.40</b>	<b>\$ 3.60</b>
Water Usage Charge for 24 units per quarter	<b>\$ 76.80</b>	<b>\$ 81.60</b>	<b>\$ 86.40</b>
<b>Quarterly Water Charge</b>	<b>\$ 137.80</b>	<b>\$ 143.60</b>	<b>\$ 150.40</b>
<b>% increase</b>	<b>4.4%</b>	<b>4.2%</b>	<b>4.7%</b>

Motion supported by Mayor Pro-Tem Popovitch.

Roll Call Vote.

AYES: Councilpersons Erfourth, Fox, Cook, Mayor Pro-Tem Popovitch, Councilperson Eveleth, and Mayor Frederick.

NAYS: None.



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# ***MEMORANDUM***

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DATE: May 28, 2013

TO: Mayor Benjamin Frederick, City Council, and Manager Don Crawford

FROM: Larry Cook, Assessor

RE: Obsolete Property Rehabilitation Certificate Revocation

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Over the past few weeks, city staff has been in discussions with representatives of Wesener, LLC, over the status of their rehabilitation project at 104-108 N. Washington Street. If council recalls, in the summer of 2011, the City of Owosso received an application for tax abatement along with an application for an Obsolete Property Rehabilitation Act Certificate from Mr. Dave Acton of Wesener, LLC. Later that year, the State of Michigan Department of Treasury approved the application for the OPRA as requested. Within the resolution approving the application, certain requirements were included. The requirement most relevant was a completion window for the project of eighteen (18) months. However, due to circumstances beyond the control of the property owner, the project was unable to begin and finish within that time constraint.

Staff's recent discussions further indicate most of these issues are being resolved and the owner will be able to proceed sometime later this summer or early fall. But, these uncontrollable delays have caused a two (2) year loss in benefit from this exemption. Staff has also determined that the costs attributed to the original project and within the original application are no longer applicable. This is due in part to a change in construction cost estimates from those two (2) years ago, but also in part to some minor changes to that project from its original conception.

It should also be noted that a new revised application for tax abatement and OPRA certificate will be forthcoming once the circumstances causing the delays are resolved by the property owner. The Department of Treasury has advised this will be handled as a new application.

With that in mind, it is recommended by staff the council revoke the current Obsolete Property Rehabilitation Act Certificate #3-11-016 due to failure to meet the eighteen (18) month completion requirement, per Section 12 of Public Act 146 of 2000. A public hearing is required for the purpose of hearing comments for or against revocation of the current OPRA Certificate.

If there are any questions, please feel free to contact me at (989) 725-0530.

**RESOLUTION NO. \_\_\_\_**

**SETTING PUBLIC HEARING FOR THE REVOCATION OF  
OBSOLETE PROPERTY REHABILITATION EXEMPTION CERTIFICATE # 3-11-0016**

**CITY OF OWOSSO  
SHIAWASSEE COUNTY, MICHIGAN**

WHEREAS, Obsolete Property Rehabilitation Exemption application was approved by the City Council of the City of Owosso on August 15, 2011 for real property located at 104-108 N. Washington Street, and

WHEREAS, the State Tax Commission considered and approved Certificate # 3-11-0016 on October 31, 2011 for said exemption; and

WHEREAS, due to circumstances that were beyond the control of the holder of the exemption certificate, the rehabilitation of the facility did not occur within the eighteen (18) month time period authorized by the city council and as such revocation of the certificate can be considered per MCL 125.2792; and

WHEREAS, city staff recommends an examination, and potentially revocation, of exemption certificates should be considered in cases when the terms of the abatement resolution are not/cannot be adhered to; and

WHEREAS, the owner of the named facility has discussed revocation of the exemption with staff and accepts the City of Owosso's position for revocation of Obsolete Property Rehabilitation Exemption Certificate # 3-11-0016, as stated in a letter to City of Owosso Assessor, dated May 20, 2013; and

WHEREAS, in the best interest of all involved, the owner of this facility does not request an extension of the time period originally agreed upon for this Obsolete Property Rehabilitation Exemption Certificate.

NOW, THEREFORE, BE IT RESOLVED by the city council of the city of Owosso, Shiawassee County, Michigan that:

FIRST: revocation of Obsolete Property Rehabilitation Certificate #3-11-0016 should be considered because the terms of the exemption resolution have not been fulfilled; and

SECOND: the Owosso City Council sets a public hearing for June 17, 2013 on or about 7:30 p.m. in the council chambers for the purpose hearing comments from those within the rehabilitation district and any other resident or taxpayer of the city of Owosso regarding the potential revocation of said exemption certificate; and

THIRD: the city clerk gives notifications as required by law.

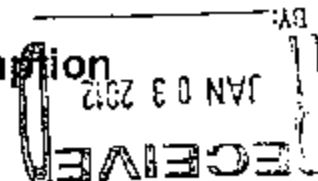
PASSED AND APPROVED BY THE CITY COUNCIL OF THE CITY OF OWOSSO, SHIAWASSEE COUNTY, MICHIGAN THIS 3rd DAY OF JUNE, 2013.

AYES: \_\_\_\_ NAYS: \_\_\_\_ ABSTAIN: \_\_\_\_ ABSENT: \_\_\_\_



## Obsolete Property Rehabilitation Exemption Certificate

Certificate No. 3-11-0016



Pursuant to the provisions of Public Act 146 of 2000, as amended, the State Tax Commission hereby issues an Obsolete Property Rehabilitation Exemption Certificate for the commercial property, as described in the approved application, owned by **Wesener, LLC**, and located at **104-108 N. Washington St., City of Owosso, County of Shiawassee, Michigan**.

This certificate provides the authority for the assessor to exempt the commercial property for which this Obsolete Property Rehabilitation Exemption Certificate is in effect, but not the land on which the rehabilitated facility is located or the personal property, from ad valorem taxation. This certificate further provides the authority to levy a specific tax known as the Obsolete Properties tax.

This certificate, unless revoked as provided by Public Act 146 of 2000, as amended, shall remain in force for a period of 6 year(s);

**Beginning December 31, 2011, and ending December 30, 2017.**

The real property investment amount for this obsolete facility is **\$2,000,000**.

The frozen taxable value of the real property related to this certificate is **\$22,700**.

The State Treasurer has excluded from the specific tax one-half of the mills levied for local school operating purposes and one-half of the state education tax to be levied for this certificate for a period of six years, beginning December 31, 2011 and ending December 30, 2017.

This Obsolete Property Rehabilitation Exemption Certificate is issued on October 31, 2011.



Douglas B. Roberts, Chairperson  
State Tax Commission

A TRUE COPY  
ATTEST:

Heather Cole  
Michigan Department of Treasury

# Wesener LLC

*"Creating Places and Spaces Where the New Economy Will Abound"*

4941 Chippewa Court  
Owosso, Michigan 48867  
May 20, 2013

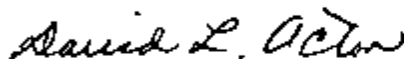
Mr. Larry Cook, Assessor  
City of Owosso City Hall  
301 W. Main Street  
Owosso, Michigan 48867

**RE:** Obsolete Property Rehabilitation Exemption Certificate, Resolution #1302-11—Sept 9, 2011

Dear Mr. Cook:

This letter is acknowledgement from Wesener, LLC that the above referenced OPRA Exemption certificate and accompanying Council Resolution 1302-11, as amended, has not met the 18-month time period for the onset of project construction at 104-108 N. Washington Street in downtown Owosso. Wesener, LLC does not request an extension of that time period and accepts the provision for revocation of the Certificate as provided for in Section 12 of P.A. 146, Michigan Public Acts of 2000.

Sincerely,



David L. Acton, Member  
Wesener, LLC

cc: Amy Kirkland, Owosso City Clerk

## OBSOLETE PROPERTY REHABILITATION ACT

Act 146 of 2000

AN ACT to provide for the establishment of obsolete property rehabilitation districts in certain local governmental units; to provide for the exemption from certain taxes; to levy and collect a specific tax upon the owners of certain facilities; to provide for the disposition of the tax; to provide for the obtaining and transferring of an exemption certificate and to prescribe the contents of those certificates; to prescribe the powers and duties of certain local government officials; and to provide penalties.

History: 2000, Act 146, Imd. Eff. June 6, 2000.

*The People of the State of Michigan enact:*

### 125.2781 Short title.

Sec. 1. This act shall be known and may be cited as the "obsolete property rehabilitation act".

History: 2000, Act 146, Imd. Eff. June 6, 2000.

### 125.2782 Definitions.

Sec. 2. As used in this act:

(a) "Commercial housing property" means that portion of real property not occupied by an owner of that real property that is classified as residential real property under section 34c of the general property tax act, 1893 PA 206, MCL 211.34c, is a multiple-unit dwelling, or is a dwelling unit in a multiple-purpose structure, used for residential purposes. Commercial housing property also includes a building or group of contiguous buildings previously used for industrial purposes that will be converted to a multiple-unit dwelling or dwelling unit in a multiple-purpose structure, used for residential purposes.

(b) "Commercial property" means land improvements classified by law for general ad valorem tax purposes as real property including buildings and improvements assessable as real property pursuant to sections 8(d) and 14(6) of the general property tax act, 1893 PA 206, MCL 211.8 and 211.14, the primary purpose and use of which is the operation of a commercial business enterprise. Commercial property shall also include facilities related to a commercial business enterprise under the same ownership at that location, including, but not limited to, office, engineering, research and development, warehousing, parts distribution, retail sales, and other commercial activities. Commercial property also includes a building or group of contiguous buildings previously used for industrial purposes that will be converted to the operation of a commercial business enterprise or a multiple-unit dwelling or a dwelling unit in a multiple-purpose structure, used for residential purposes. Commercial property does not include any of the following:

(i) Land.

(ii) Property of a public utility.

(c) "Commission" means the state tax commission created by 1927 PA 360, MCL 209.101 to 209.107.

(d) "Department" means the department of treasury.

(e) "Facility", except as otherwise provided in this act, means a building or group of contiguous buildings.

(f) "Functionally obsolete" means that term as defined in section 2 of the brownfield redevelopment financing act, 1996 PA 381, MCL 125.2652.

(g) "Obsolete properties tax" means the specific tax levied under this act.

(h) "Obsolete property" means commercial property or commercial housing property, that is 1 or more of the following:

(i) Blighted, as that term is defined in section 2 of the brownfield redevelopment financing act, 1996 PA 381, MCL 125.2652.

(ii) A facility as that term is defined under section 20101 of the natural resources and environmental protection act, 1994 PA 451, MCL 324.20101.

(iii) Functionally obsolete.

(i) "Obsolete property rehabilitation district" means an area of a qualified local governmental unit established as provided in section 3. Only those properties within the district meeting the definition of "obsolete property" are eligible for an exemption certificate issued pursuant to section 6.

(j) "Obsolete property rehabilitation exemption certificate" or "certificate" means the certificate issued pursuant to section 6.

(k) "Qualified local governmental unit" means 1 or more of the following:

(i) A city with a median family income of 150% or less of the statewide median family income as reported in the 1990 federal decennial census that meets 1 or more of the following criteria:

(A) Contains or has within its borders an eligible distressed area as that term is defined in section 11(u)(ii)



and (iii) of the state housing development authority act of 1966, 1966 PA 346, MCL 125.1411.

(B) Is contiguous to a city with a population of 500,000 or more.

(C) Has a population of 10,000 or more that is located outside of an urbanized area as delineated by the United States bureau of the census.

(D) Is the central city of a metropolitan area designated by the United States office of management and budget.

(E) Has a population of 100,000 or more that is located in a county with a population of 2,000,000 or more according to the 1990 federal decennial census.

(ii) A township with a median family income of 150% or less of the statewide median family income as reported in the 1990 federal decennial census that meets 1 or more of the following criteria:

(A) Is contiguous to a city with a population of 500,000 or more.

(B) All of the following:

(I) Contains or has within its borders an eligible distressed area as that term is defined in section 11(u)(ii) of the state housing development authority act of 1966, 1966 PA 346, MCL 125.1411.

(II) Has a population of 10,000 or more.

(iii) A village with a population of 500 or more as reported in the 1990 federal decennial census located in an area designated as a rural enterprise community before 1998 under title XIII of the omnibus budget reconciliation act of 1993, Public Law 103-66, 107 Stat. 416.

(iv) A city that meets all of the following criteria:

(A) Has a population of more than 20,000 or less than 5,000 and is located in a county with a population of 2,000,000 or more according to the 1990 federal decennial census.

(B) As of January 1, 2000, has an overall increase in the state equalized valuation of real and personal property of less than 65% of the statewide average increase since 1972 as determined for the designation of eligible distressed areas under section 11(u)(ii)(B) of the state housing development authority act of 1966, 1966 PA 346, MCL 125.1411.

(f) "Rehabilitation" means changes to obsolete property other than replacement that are required to restore or modify the property, together with all appurtenances, to an economically efficient condition. Rehabilitation includes major renovation and modification including, but not necessarily limited to, the improvement of floor loads, correction of deficient or excessive height, new or improved fixed building equipment, including heating, ventilation, and lighting, reducing multistory facilities to 1 or 2 stories, adding additional stories to a facility or adding additional space on the same floor level not to exceed 100% of the existing floor space on that floor level, improved structural support including foundations, improved roof structure and cover, floor replacement, improved wall placement, improved exterior and interior appearance of buildings, and other physical changes required to restore or change the obsolete property to an economically efficient condition. Rehabilitation shall not include improvements aggregating less than 10% of the true cash value of the property at commencement of the rehabilitation of the obsolete property.

(m) "Rehabilitated facility" means a commercial property or commercial housing property that has undergone rehabilitation or is in the process of being rehabilitated, including rehabilitation that changes the intended use of the building. A rehabilitated facility does not include property that is to be used as a professional sports stadium. A rehabilitated facility does not include property that is to be used as a casino. As used in this subdivision, "casino" means a casino or a parking lot, hotel, motel, or retail store owned or operated by a casino, an affiliate, or an affiliated company, regulated by this state pursuant to the Michigan gaming control and revenue act, the Initiated Law of 1996, MCL 432.201 to 432.226.

(n) "Taxable value" means the value determined under section 27a of the general property tax act, 1893 PA 206, MCL 211.27a.

History: 2000, Act 146, Imd. Eff. June 6, 2000;—Am. 2006, Act 70, Imd. Eff. Mar. 20, 2006.

### **125.2783 Obsolete property rehabilitation districts; creation; conditions; filing written request; notice and hearing; finding and determination.**

Sec. 3. (1) A qualified local governmental unit, by resolution of its legislative body, may establish 1 or more obsolete property rehabilitation districts that may consist of 1 or more parcels or tracts of land or a portion of a parcel or tract of land, if at the time the resolution is adopted, the parcel or tract of land or portion of a parcel or tract of land within the district is either of the following:

(a) Obsolete property in an area characterized by obsolete commercial property or commercial housing property.

(b) Commercial property that is obsolete property that was owned by a qualified local governmental unit on the effective date of this act, and subsequently conveyed to a private owner.

(2) The legislative body of a qualified local governmental unit may establish an obsolete property

rehabilitation district on its own initiative or upon a written request filed by the owner or owners of property comprising at least 50% of all taxable value of the property located within a proposed obsolete property rehabilitation district. The written request must be filed with the clerk of the qualified local governmental unit.

(3) Before adopting a resolution establishing an obsolete property rehabilitation district, the legislative body shall give written notice by certified mail to the owners of all real property within the proposed obsolete property rehabilitation district and shall afford an opportunity for a hearing on the establishment of the obsolete property rehabilitation district at which any of those owners and any other resident or taxpayer of the qualified local governmental unit may appear and be heard. The legislative body shall give public notice of the hearing not less than 10 days or more than 30 days before the date of the hearing.

(4) The legislative body of the qualified local governmental unit, in its resolution establishing an obsolete property rehabilitation district, shall set forth a finding and determination that the district meets the requirements set forth in subsection (1).

History: 2000, Act 146, Imd. Eff. June 6, 2000.

**125.2784 Obsolete property rehabilitation exemption certificate; application; filing; contents; hearing; determination of taxable value.**

Sec. 4. (1) If an obsolete property rehabilitation district is established under section 3, the owner of obsolete property may file an application for an obsolete property rehabilitation exemption certificate with the clerk of the qualified local governmental unit that established the obsolete property rehabilitation district. The application shall be filed in the manner and form prescribed by the commission. The application shall contain or be accompanied by a general description of the obsolete facility and a general description of the proposed use of the rehabilitated facility, the general nature and extent of the rehabilitation to be undertaken, a descriptive list of the fixed building equipment that will be a part of the rehabilitated facility, a time schedule for undertaking and completing the rehabilitation of the facility, a statement of the economic advantages expected from the exemption, including the number of jobs to be retained or created as a result of rehabilitating the facility, including expected construction employment, and information relating to the requirements in section 8.

(2) Upon receipt of an application for an obsolete property rehabilitation exemption certificate, the clerk of the qualified local governmental unit shall notify in writing the assessor of the local tax collecting unit in which the obsolete facility is located, and the legislative body of each taxing unit that levies ad valorem property taxes in the qualified local governmental unit in which the obsolete facility is located. Before acting upon the application, the legislative body of the qualified local governmental unit shall hold a public hearing on the application and give public notice to the applicant, the assessor, a representative of the affected taxing units, and the general public. The hearing on each application shall be held separately from the hearing on the establishment of the obsolete property rehabilitation district.

(3) Upon receipt of an application for an obsolete property rehabilitation exemption certificate for a facility located on property that was owned by a qualified local governmental unit on the effective date of this act, and subsequently conveyed to a private owner, the clerk of the qualified local governmental unit, in addition to the other requirements of this section, shall request the assessor of the local tax collecting unit in which the facility is located to determine the taxable value of the property. This determination shall be made prior to the hearing on the application for an obsolete property rehabilitation exemption certificate held pursuant to subsection (2).

History: 2000, Act 146, Imd. Eff. June 6, 2000.

**125.2785 Approval or disapproval of resolution; forward copies.**

Sec. 5. The legislative body of the qualified local governmental unit, not more than 60 days after receipt of the application by the clerk, shall by resolution either approve or disapprove the application for an obsolete property rehabilitation exemption certificate in accordance with section 8 and the other provisions of this act. The clerk shall retain the original of the application and resolution. If approved, the clerk shall forward a copy of the application and resolution to the commission. If disapproved, the reasons shall be set forth in writing in the resolution, and the clerk shall send, by certified mail, a copy of the resolution to the applicant and to the assessor. A resolution is not effective unless approved by the commission as provided in section 6.

History: 2000, Act 146, Imd. Eff. June 6, 2000.

**125.2786 Approval or disapproval of resolution by commission; certificate; issuance; form; contents; effective date; filing; maintenance of record of certificates; copy; discovery of error or mistake in application; amended application.**

Sec. 6. (1) Not more than 60 days after receipt of a copy of the application and resolution adopted under section 5, the commission shall approve or disapprove the resolution.

(2) Following approval of the application by the legislative body of the qualified local governmental unit and the commission, the commission shall issue to the applicant an obsolete property rehabilitation exemption certificate in the form the commission determines, which shall contain all of the following:

(a) A legal description of the real property on which the obsolete facility is located.

(b) A statement that unless revoked as provided in this act the certificate shall remain in force for the period stated in the certificate.

(c) A statement of the taxable value of the obsolete property, separately stated for real and personal property, for the tax year immediately preceding the effective date of the certificate after deducting the taxable value of the land and personal property other than personal property assessed pursuant to sections 8(d) and 14(6) of the general property tax act, 1893 PA 206, MCL 211.8 and 211.14.

(d) A statement of the period of time authorized by the legislative body of the qualified local governmental unit within which the rehabilitation shall be completed.

(e) If the period of time authorized by the legislative body of the qualified local governmental unit pursuant to subdivision (d) is less than 12 years, the exemption certificate shall contain the factors, criteria, and objectives, as determined by the resolution of the qualified local governmental unit, necessary for extending the period of time, if any.

(3) Except as otherwise provided in this section, the effective date of the certificate is the December 31 immediately following the date of issuance of the certificate.

(4) The commission shall file with the clerk of the qualified local governmental unit a copy of the obsolete property rehabilitation exemption certificate, and the commission shall maintain a record of all certificates filed. The commission shall also send, by certified mail, a copy of the obsolete property rehabilitation exemption certificate to the applicant and the assessor of the local tax collecting unit in which the obsolete property is located.

(5) Notwithstanding any other provision of this act, if a qualified local governmental unit passed a resolution approving an application for an obsolete property rehabilitation exemption certificate on November 5, 2008 for a rehabilitated facility located in an obsolete property rehabilitation district established on January 29, 2003 with rehabilitation commencing on July 24, 2007, the effective date of the certificate shall be December 31, 2008.

(6) If an error or mistake in an application for an obsolete property rehabilitation exemption certificate is discovered after the legislative body of the qualified local governmental unit has approved the application or after the commission has issued a certificate for the application, an applicant may submit an amended application in the same manner as an original application under section 4 that corrects the error or mistake. Pursuant to sections 5 and 6, the legislative body of the qualified local governmental unit and the commission may approve or deny the amended application. If the commission previously issued a certificate for the original application and approves an amended application under this subsection, the commission shall issue an amended certificate for the amended application pursuant to section 6 with the same effective date as the original certificate.

History: 2000, Act 146, Imd. Eff. June 6, 2000;—Am. 2010, Act 137, Imd. Eff. Aug. 4, 2010;—Am. 2011, Act 272, Imd. Eff. Dec. 19, 2011.

#### **125.2787 Issuance of certificate; tax exemption; time period; limitation; commencement; extension; review.**

Sec. 7. (1) A rehabilitated facility for which an obsolete property rehabilitation exemption certificate is in effect, but not the land on which the rehabilitated facility is located, or personal property other than personal property assessed pursuant to sections 8(d) and 14(6) of the general property tax act, 1893 PA 206, MCL 211.8 and 211.14, for the period on and after the effective date of the certificate and continuing so long as the obsolete property rehabilitation exemption certificate is in force, is exempt from ad valorem property taxes collected under the general property tax act, 1893 PA 206, MCL 211.1 to 211.157.

(2) Unless earlier revoked as provided in section 12, an obsolete property rehabilitation exemption certificate shall remain in force and effect for a period to be determined by the legislative body of the qualified local governmental unit. The certificate may be issued for a period of at least 1 year, but not to exceed 12 years. If the number of years determined is less than 12, the certificate may be subject to review by the legislative body of the qualified local governmental unit and the certificate may be extended. The total amount of time determined for the certificate including any extensions shall not exceed 12 years after the completion of the rehabilitated facility. The certificate shall commence with its effective date and end on the December 31 immediately following the last day of the number of years determined. The date of issuance of a

certificate of occupancy, if required by appropriate authority, shall be the date of completion of the rehabilitated facility.

(3) If the number of years determined by the legislative body of the qualified local governmental unit for the period a certificate remains in force is less than 12 years, the review of the certificate for the purpose of determining an extension shall be based upon factors, criteria, and objectives that shall be placed in writing, determined and approved at the time the certificate is approved by resolution of the legislative body of the qualified local governmental unit and sent, by certified mail, to the applicant, the assessor of the local tax collecting unit in which the obsolete property is located, and the commission.

History: 2000, Act 146, Imd. Eff. June 6, 2000.

**125.2788 Taxable value of property proposed to be exempt; application; limitation; separate finding by legislative body of qualified local governmental unit; statement; requirements for approval of application; effective date of certificate.**

Sec. 8. (1) If the taxable value of the property proposed to be exempt pursuant to an application under consideration, considered together with the aggregate taxable value of property exempt under certificates previously granted and currently in force under this act or under 1974 PA 198, MCL 207.551 to 207.572, exceeds 5% of the taxable value of the qualified local governmental unit, the legislative body of the qualified local governmental unit shall make a separate finding and shall include a statement in its resolution approving the application that exceeding that amount shall not have the effect of substantially impeding the operation of the qualified local governmental unit or impairing the financial soundness of an affected taxing unit.

(2) The legislative body of the qualified local governmental unit shall not approve an application for an obsolete property exemption certificate unless the applicant complies with all of the following requirements:

(a) Except as otherwise provided in subsection (3), the commencement of the rehabilitation of the facility does not occur before the establishment of the obsolete property rehabilitation district.

(b) The application relates to a rehabilitation program that when completed constitutes a rehabilitated facility within the meaning of this act and that shall be situated within an obsolete property rehabilitation district established in a qualified local governmental unit eligible under this act to establish such a district.

(c) Completion of the rehabilitated facility is calculated to, and will at the time of issuance of the certificate have the reasonable likelihood to, increase commercial activity, create employment, retain employment, prevent a loss of employment, revitalize urban areas, or increase the number of residents in the community in which the facility is situated.

(d) The applicant states, in writing, that the rehabilitation of the facility would not be undertaken without the applicant's receipt of the exemption certificate.

(e) The applicant is not delinquent in the payment of any taxes related to the facility.

(3) The legislative body of a qualified local governmental unit may approve an application for an obsolete property exemption certificate if the commencement of the rehabilitation of the facility occurs before the establishment of the obsolete property rehabilitation district and if 1 or more of the following are met:

(a) All of the following are met:

(i) The building permit for the rehabilitation of the facility was obtained in October 2002.

(ii) The obsolete property rehabilitation district was created in April 2002.

(iii) The rehabilitation of the facility included adding additional stories to the facility.

(b) All of the following are met:

(i) Emergency or temporary repairs or improvements were made before the establishment of the obsolete property rehabilitation district.

(ii) The obsolete property rehabilitation district was created in January 2006.

(iii) The facility is located in a city with a population of more than 20,500 and less than 27,000 and is located in a county with a population of more than 95,000 and less than 105,000.

(c) All of the following are met:

(i) Roof repairs or improvements were completed in March 2006 before the establishment of the obsolete property rehabilitation district.

(ii) The obsolete property rehabilitation district was created in April 2006.

(iii) The application was submitted to the qualified local governmental unit in April 2006.

(iv) The facility is located in a city with a population of more than 10,800 and less than 11,100 and is located in a county with a population of more than 39,000 and less than 42,000.

(4) Notwithstanding any other provisions of this act, for any certificate issued as a result of the enactment of the amendatory act that added subsection (3)(a) and (b), the effective date of the certificate shall be December 31, 2006.

(5) Notwithstanding any other provisions of this act, for any certificate issued as a result of the enactment

of the amendatory act that added subsection (3)(c), the effective date of the certificate shall be December 31, 2006.

History: 2000, Act 146, Imd. Eff. June 6, 2000;—Am. 2006, Act 667, Imd. Eff. Jan. 10, 2007;—Am. 2008, Act 504, Imd. Eff. Jan. 13, 2009.

**125.2789 Value and taxable value of property; annual determination.**

Sec. 9. The assessor of each qualified local governmental unit in which there is a rehabilitated facility with respect to which 1 or more obsolete property rehabilitation exemption certificates have been issued and are in force shall determine annually as of December 31 the value and taxable value, both for real and personal property, of each rehabilitated facility separately, having the benefit of a certificate and upon receipt of notice of the filing of an application for the issuance of a certificate, shall determine and furnish to the local legislative body the value and the taxable value of the property to which the application pertains and other information as may be necessary to permit the local legislative body to make the determinations required by section 8(2).

History: 2000, Act 146, Imd. Eff. June 6, 2000.

**125.2790 Obsolete properties tax; amount; collection, disbursement, and assessment; payment; copy of disbursement amount; form; property located in renaissance zone; exemption of rehabilitated facility of qualified start-up business from tax collection; resolution; "qualified start-up business" defined.**

Sec. 10. (1) There is levied upon every owner of a rehabilitated facility to which an obsolete property rehabilitation exemption certificate is issued a specific tax to be known as the obsolete properties tax.

(2) The amount of the obsolete properties tax, in each year, shall be determined by adding the results of both of the following calculations:

(a) Multiplying the total mills levied as ad valorem taxes for that year by all taxing units within which the rehabilitated facility is located by the taxable value of the real and personal property of the obsolete property on the December 31 immediately preceding the effective date of the obsolete property rehabilitation exemption certificate after deducting the taxable valuation of the land and of personal property other than personal property assessed pursuant to sections 8(d) and 14(6) of the general property tax act, 1893 PA 206, MCL 211.8 and 211.14, for the tax year immediately preceding the effective date of the obsolete property rehabilitation exemption certificate.

(b) Multiplying the mills levied for school operating purposes for that year under the revised school code, 1976 PA 451, MCL 380.1 to 380.1852, and the state education tax act, 1993 PA 331, MCL 211.901 to 211.906, by the taxable value of the real and personal property of the rehabilitated facility, after deducting all of the following:

(i) The taxable value of the land and of the personal property other than personal property assessed pursuant to sections 8(d) and 14(6) of the general property tax act, 1893 PA 206, MCL 211.8 and 211.14.

(ii) The taxable value used to calculate the tax under subdivision (a).

(3) The obsolete properties tax shall be collected, disbursed, and assessed in accordance with this act.

(4) The obsolete properties tax is an annual tax, payable at the same times, in the same installments, and to the same officer or officers as taxes imposed under the general property tax act, 1893 PA 206, MCL 211.1 to 211.155, are payable. Except as otherwise provided in this section, the officer or officers shall disburse the obsolete properties tax payments received by the officer or officers each year to and among this state, cities, school districts, counties, and authorities, at the same times and in the same proportions as required by law for the disbursement of taxes collected under the general property tax act, 1893 PA 206, MCL 211.1 to 211.155.

(5) For intermediate school districts receiving state aid under sections 56, 62, and 81 of the state school aid act of 1979, 1979 PA 94, MCL 388.1656, 388.1662, and 388.1681, of the amount of obsolete property tax that would otherwise be disbursed to an intermediate school district, all or a portion, to be determined on the basis of the tax rates being utilized to compute the amount of state aid, shall be paid to the state treasury to the credit of the state school aid fund established by section 11 of article IX of the state constitution of 1963.

(6) The amount of obsolete property tax described in subsection (2)(a) that would otherwise be disbursed to a local school district for school operating purposes, and all of the amount described in subsection (2)(b), shall be paid instead to the state treasury and credited to the state school aid fund established by section 11 of article IX of the state constitution of 1963.

(7) The officer or officers shall send a copy of the amount of disbursement made to each unit under this section to the commission on a form provided by the commission.

(8) A rehabilitated facility located in a renaissance zone under the Michigan renaissance zone act, 1996 PA 376, MCL 125.2681 to 125.2696, is exempt from the obsolete properties tax levied under this act to the extent

and for the duration provided pursuant to the Michigan renaissance zone act, 1996 PA 376, MCL 125.2681 to 125.2696, except for that portion of the obsolete properties tax attributable to a special assessment or a tax described in section 7ff(2) of the general property tax act, 1893 PA 206, MCL 211.7ff. The obsolete properties tax calculated under this subsection shall be disbursed proportionately to the taxing unit or units that levied the special assessment or the tax described in section 7ff(2) of the general property tax act, 1893 PA 206, MCL 211.7ff.

(9) Upon application for an exemption under this subsection by a qualified start-up business, the governing body of a local tax collecting unit may adopt a resolution to exempt a rehabilitated facility of a qualified start-up business from the collection of the obsolete properties tax levied under this act in the same manner and under the same terms and conditions as provided for the exemption in section 7hh of the general property tax act, 1893 PA 206, MCL 211.7hh. The clerk of the local tax collecting unit shall notify in writing the assessor of the local tax collecting unit and the legislative body of each taxing unit that levies ad valorem property taxes in the local tax collecting unit. Before acting on the resolution, the governing body of the local tax collecting unit shall afford the assessor and a representative of the affected taxing units an opportunity for a hearing. If a resolution authorizing the exemption is adopted in the same manner as provided in section 7hh of the general property tax act, 1893 PA 206, MCL 211.7hh, the rehabilitated facility owned or operated by a qualified start-up business is exempt from the obsolete properties tax levied under this act, except for that portion of the obsolete properties tax attributable to a special assessment or a tax described in section 7ff(2) of the general property tax act, 1893 PA 206, MCL 211.7ff, for the year in which the resolution is adopted. A qualified start-up business is not eligible for an exemption under this subsection for more than 5 years. A qualified start-up business may receive the exemption under this subsection in nonconsecutive years. The obsolete properties tax calculated under this subsection shall be disbursed proportionately to the taxing unit or units that levied the special assessment or the tax described in section 7ff(2) of the general property tax act, 1893 PA 206, MCL 211.7ff. As used in this subsection, "qualified start-up business" means that term as defined in section 31a of the single business tax act, 1975 PA 228, MCL 208.31a, or in section 415 of the Michigan business tax act, 2007 PA 36, MCL 208.1415.

History: 2000, Act 146, Imd. Eff. June 6, 2000;—Am. 2004, Act 251, Imd. Eff. July 23, 2004;—Am. 2007, Act 193, Imd. Eff. Dec. 21, 2007.

#### **125.2791 Lien; proceedings.**

Sec. 11. The amount of the tax applicable to real property, until paid, is a lien upon the real property to which the certificate is applicable. Proceedings upon the lien as provided by law for the foreclosure in the circuit court of mortgage liens upon real property may commence only upon the filing by the appropriate collecting officer of a certificate of nonpayment of the obsolete properties tax applicable to real property, together with an affidavit of proof of service of the certificate of nonpayment upon the owner of the facility by certified mail, with the register of deeds of the county in which the property is situated.

History: 2000, Act 146, Imd. Eff. June 6, 2000.

#### **125.2792 Revocation of certificate; findings.**

Sec. 12. The legislative body of the qualified local governmental unit may, by resolution, revoke the obsolete property rehabilitation exemption certificate of a facility if it finds that the completion of rehabilitation of the facility has not occurred within the time authorized by the legislative body in the exemption certificate or a duly authorized extension of that time, or that the holder of the obsolete property exemption certificate has not proceeded in good faith with the operation of the rehabilitated facility in a manner consistent with the purposes of this act and in the absence of circumstances that are beyond the control of the holder of the exemption certificate.

History: 2000, Act 146, Imd. Eff. June 6, 2000.

#### **125.2793 Transfer and assignment of certificate.**

Sec. 13. An obsolete property rehabilitation exemption certificate may be transferred and assigned by the holder of the certificate to a new owner of the rehabilitated facility if the qualified local governmental unit approves the transfer after application by the new owner.

History: 2000, Act 146, Imd. Eff. June 6, 2000.

#### **125.2794 Report to commission.**

Sec. 14. Not later than October 15 each year, each qualified local governmental unit granting an obsolete property rehabilitation exemption shall report to the commission on the status of each exemption. The report must include the current value of the property to which the exemption pertains, the value on which the obsolete property rehabilitation tax is based, a current estimate of the number of jobs retained or created by

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the exemption, and a current estimate of the number of new residents occupying commercial housing property units covered by the exemption.

History: 2000, Act 146, Imd. Eff. June 6, 2000.

**125.2795 Report to legislative committees.**

Sec. 15. (1) The department annually shall prepare and submit to the committees of the house of representatives and senate responsible for tax policy and economic development issues a report on the utilization of obsolete property rehabilitation districts, based on the information filed with the commission.

(2) After this act has been in effect for 3 years, the department shall prepare and submit to the committees of the house of representatives and senate responsible for tax policy and economic development issues an economic analysis of the costs and benefits of this act in the 3 qualified local governmental units in which it has been most heavily utilized.

History: 2000, Act 146, Imd. Eff. June 6, 2000.

**125.2796 Exemption after December 31, 2016.**

Sec. 16. A new exemption shall not be granted under this act after December 31, 2016, but an exemption then in effect shall continue until the expiration of the exemption certificate.

History: 2000, Act 146, Imd. Eff. June 6, 2000;—Am. 2010, Act 137, Imd. Eff. Aug. 4, 2010.

**125.2797 Exclusions; limitation.**

Sec. 17. (1) Within 60 days after the granting of an obsolete property rehabilitation exemption certificate under section 6 for a rehabilitated facility, the state treasurer may, for a period not to exceed 6 years, exclude up to 1/2 of the number of mills levied for school operating purposes under the revised school code, 1976 PA 451, MCL 380.1 to 380.1852, and under the state education tax act, 1993 PA 331, MCL 211.901 to 211.906, from the specific tax calculation on the facility under section 10(2)(b) if the state treasurer determines that reducing the number of mills used to calculate the specific tax under section 10(2)(b) is necessary to reduce unemployment, promote economic growth, and increase capital investment in qualified local governmental units.

(2) The state treasurer shall not grant more than 25 exclusions under this section each year.

History: 2000, Act 146, Imd. Eff. June 6, 2000.

# REVENUE REPORT FOR CITY OF OWOSSO

PERIOD ENDING 04/30/2013

% Fiscal Year Completed: 83.29

GL NUMBE DESCRIPTION		2012-13 AMENDED TH 04/30/2013 BUDGET	ACTIVITY FOR TH 04/30/2013 USE (DECREASE) \L (ABNORMAL)	END BALANCE 04/30/2013 L (ABNORMAL)	AVAILABLE BALANCE L (ABNORMAL)	% BDGT USED
Fund 101 - GENERAL FUND						
Revenues						
CHRG	CHARGES FOR SERVICES	728,600.00	45,075.72	659,945.63	68,654.37	90.58
FED	FEDERAL GRANTS	0.00	0.00	37,822.00	(37,822.00)	100.00
FIN	FINES & FORFEITS	59,300.00	5,892.74	50,874.32	8,425.68	85.79
INT	INTEREST & RENTS	20,000.00	851.89	18,863.49	1,136.51	94.32
LIC	LICENSES & PERMITS	72,775.00	7,852.00	113,431.50	(40,656.50)	155.87
OFS	OTHER FINANCING SOURCES	598,025.00	54,672.14	451,647.98	146,377.02	75.52
OTH	OTHER REVENUE	14,300.00	1,943.48	268,716.85	(254,416.85)	1,879.14
STA	STATE SOURCES	1,514,850.00	0.00	1,003,066.00	511,784.00	66.22
TAX	TAXES	3,388,450.00	5,511.99	3,489,128.20	(100,678.20)	102.97
TOTAL Revenues		6,396,300.00	121,799.96	6,093,495.97	302,804.03	95.27
Fund 101 - GENERAL FUND:						
TOTAL REVENUES		6,396,300.00	121,799.96	6,093,495.97	302,804.03	95.27



Fund 202 - MAJOR STREET FUND

Revenues						
FED	FEDERAL GRANTS	0.00	0.00	0.00	0.00	0.00
INT	INTEREST & RENTS	0.00	0.00	0.00	0.00	0.00
OFS	OTHER FINANCING SOURCES	158,050.00	0.00	493.69	157,556.31	0.31
OTHER	OTHER REVENUE	0.00	0.00	1,920.03	(1,920.03)	100.00
STATE	STATE SOURCES	772,700.00	23,626.02	441,327.21	331,372.79	57.11
TRNFRS	TRANSFERS	0.00	0.00	0.00	0.00	0.00
TOTAL Revenues		930,750.00	23,626.02	443,740.93	487,009.07	47.68

Fund 202 - MAJOR STREET FUND:						
TOTAL REVENUES		930,750.00	23,626.02	443,740.93	487,009.07	47.68

Fund 203 - LOCAL STREET FUND

Revenues						
FED	FEDERAL GRANTS	0.00	0.00	0.00	0.00	0.00
INT	INTEREST & RENTS	0.00	0.00	0.00	0.00	0.00
OFS	OTHER FINANCING SOURCES	354,175.00	0.00	0.00	354,175.00	0.00
OTHER	OTHER REVENUE	0.00	0.00	0.00	0.00	0.00
STATE	STATE SOURCES	268,700.00	0.00	148,641.50	120,058.50	55.32
TRNFRS	TRANSFERS	285,250.00	0.00	102,060.90	183,189.10	35.78
TOTAL Revenues		908,125.00	0.00	250,702.40	657,422.60	27.61

Fund 203 - LOCAL STREET FUND:						
TOTAL REVENUES		908,125.00	0.00	250,702.40	657,422.60	27.61

Fund 273 - CDBG REVOLVING LOAN FUND

Revenues						
FED	FEDERAL GRANTS	0.00	0.00	0.00	0.00	0.00
INT	INTEREST & RENTS	0.00	5.82	3,058.55	(3,058.55)	100.00
OFS	OTHER FINANCING SOURCES	83,600.00	0.00	0.00	83,600.00	0.00
OTHER	OTHER REVENUE	6,400.00	7,140.78	23,625.15	(17,225.15)	369.14
STATE	STATE SOURCES	0.00	0.00	0.00	0.00	0.00
TRNFRS	TRANSFERS	0.00	0.00	0.00	0.00	0.00
TOTAL Revenues		90,000.00	7,146.60	26,683.70	63,316.30	29.65

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Fund 273 - CDBG REVOLVING LOAN FUND:						
TOTAL REVENUES		90,000.00	7,146.60	26,683.70	63,316.30	29.65

Fund 275 - HOUSING & REDEVELOPMENT

Revenues						
CHRGs	CHARGES FOR SERVICES	30,000.00	0.00	16,070.71	13,929.29	53.57
FED	FEDERAL GRANTS	252,000.00	9,871.00	223,360.00	28,640.00	88.63
OTHER	OTHER REVENUE	0.00	0.00	0.00	0.00	0.00
TRNFRS	TRANSFERS	950.00	0.00	0.00	950.00	0.00
TOTAL Revenues		282,950.00	9,871.00	239,430.71	43,519.29	84.62

Fund 275 - HOUSING & REDEVELOPMENT:						
TOTAL REVENUES		282,950.00	9,871.00	239,430.71	43,519.29	84.62

Fund 283 - OBRA FUND-DISTRICT#3-CONAGRA

Revenues						
OFS	OTHER FINANCING SOURCES	0.00	0.00	0.00	0.00	0.00
TAX	TAXES	10,475.00	0.00	11,511.28	(1,036.28)	109.89
TRNFRS	TRANSFERS	0.00	0.00	0.00	0.00	0.00
TOTAL Revenues		10,475.00	0.00	11,511.28	(1,036.28)	109.89

Fund 283 - OBRA FUND-DISTRICT#3-CONAGRA:						
TOTAL REVENUES		10,475.00	0.00	11,511.28	(1,036.28)	109.89

Fund 289 - OBRA:DISTRICT#9(ROBBIN'S LOFT)

Revenues						
OFS	OTHER FINANCING SOURCES	0.00	0.00	0.00	0.00	0.00
TAX	TAXES	5,325.00	0.00	5,320.66	4.34	99.92
TRNFRS	TRANSFERS	0.00	0.00	0.00	0.00	0.00
TOTAL Revenues		5,325.00	0.00	5,320.66	4.34	99.92

Fund 289 - OBRA:DISTRICT#9(ROBBIN'S LOFT):

TOTAL REVENUES		5,325.00	0.00	5,320.66	4.34	99.92
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Fund 291 - OBRA FUND-DIST#11(CAPITOL BWL

Revenues						
OFS	OTHER FINANCING SOURCES	0.00	0.00	0.00	0.00	0.00
OTHER	OTHER REVENUE	12,000.00	0.00	8,156.60	3,843.40	67.97
TAX	TAXES	2,125.00	0.00	1,795.92	329.08	84.51
TRNFRS	TRANSFERS	0.00	0.00	0.00	0.00	0.00
TOTAL Revenues		14,125.00	0.00	9,952.52	4,172.48	70.46

Fund 291 - OBRA FUND-DIST#11(CAPITOL BWL:						
TOTAL REVENUES		14,125.00	0.00	9,952.52	4,172.48	70.46

Fund 292 - OBRA FUND-DIST#12(WOODARD LOFT

Revenues					
TAX	TAXES	31,100.00	0.00	31,519.91	(419.91) 101.35
TRNFRS	TRANSFERS	0.00	0.00	0.00	0.00
TOTAL Revenues		31,100.00	0.00	31,519.91	(419.91) 101.35
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Fund 292 - OBRA FUND-DIST#12(WOODARD LOFT:					
TOTAL REVENUES		31,100.00	0.00	31,519.91	(419.91) 101.35



Fund 296 - DOWNTOWN DEVELOPMENT AUTHORITY

Revenues						
CHRGs	CHARGES FOR SERVICES	0.00	0.00	0.00	0.00	0.00
INT	INTEREST & RENTS	600.00	10.13	36.78	563.22	6.13
OFS	OTHER FINANCING SOURCES	0.00	0.00	0.00	0.00	0.00
OTHER	OTHER REVENUE	8,000.00	7,700.00	30,219.88	(22,219.88)	377.75
TAX	TAXES	187,800.00	0.00	184,511.63	3,288.37	98.25
TOTAL Revenues		196,400.00	7,710.13	214,768.29	(18,368.29)	109.35

Fund 296 - DOWNTOWN DEVELOPMENT AUTHORITY:						
TOTAL REVENUES		196,400.00	7,710.13	214,768.29	(18,368.29)	109.35

Fund 297 - HISTORICAL FUND

Revenues					
CHRGs	CHARGES FOR SERVICES	2,500.00	177.00	2,122.80	377.20 84.91
INT	INTEREST & RENTS	16,525.00	2,223.42	13,485.04	3,039.96 81.60
OFS	OTHER FINANCING SOURCES	0.00	0.00	0.00	0.00 0.00
OTHER	OTHER REVENUE	15,200.00	1,243.00	6,143.19	9,056.81 40.42
TRNFRS	TRANSFERS	14,425.00	1,202.00	12,021.00	2,404.00 83.33
TOTAL Revenues		48,650.00	4,845.42	33,772.03	14,877.97 69.42

Fund 297 - HISTORICAL FUND:					
TOTAL REVENUES		48,650.00	4,845.42	33,772.03	14,877.97 69.42

Fund 325 - DEBT SERVICE-2010 GO BONDS

Revenues						
INT	INTEREST & RENTS	0.00	0.00	0.00	0.00	0.00
OFS	OTHER FINANCING SOURCES	0.00	0.00	0.00	0.00	0.00
STATE	STATE SOURCES	0.00	0.00	0.00	0.00	0.00
TAX	TAXES	58,000.00	0.00	0.00	58,000.00	0.00
TRNFRS	TRANSFERS	0.00	0.00	0.00	0.00	0.00
TOTAL Revenues		58,000.00	0.00	0.00	58,000.00	0.00

Fund 325 - DEBT SERVICE-2010 GO BONDS:						
TOTAL REVENUES		58,000.00	0.00	0.00	58,000.00	0.00

Fund 327 - 2013 UTGO

Revenues						
INT	INTEREST & RENTS	0.00	0.00	0.00	0.00	0.00
OFS	OTHER FINANCING SOURCES	0.00	0.00	0.00	0.00	0.00
STATE	STATE SOURCES	0.00	0.00	0.00	0.00	0.00
TAX	TAXES	0.00	0.00	0.00	0.00	0.00
TRNFRS	TRANSFERS	0.00	0.00	0.00	0.00	0.00
TOTAL Revenues		0.00	0.00	0.00	0.00	0.00
Fund 327 - 2013 UTGO :						
TOTAL REVENUES		0.00	0.00	0.00	0.00	0.00

Fund 397 - 2009 LTGO DEBT

Revenues					
OFS	OTHER FINANCING SOURCES	0.00	0.00	0.00	0.00
OTHER	OTHER REVENUE	71,325.00	0.00	71,315.00	10.00
TAX	TAXES	0.00	0.00	0.00	0.00
TRNFRS	TRANSFERS	0.00	0.00	0.00	0.00
TOTAL Revenues		71,325.00	0.00	71,315.00	10.00
Fund 397 - 2009 LTGO DEBT:					
TOTAL REVENUES		71,325.00	0.00	71,315.00	10.00

99.99

Fund 411 - CAPITAL PROJECTS-2011 STREET PROGRAM

Revenues						
FED	FEDERAL GRANTS	0.00	0.00	0.00	0.00	0.00
INT	INTEREST & RENTS	7,600.00	25.25	264.59	7,335.41	3.48
OFS	OTHER FINANCING SOURCES	1,182,800.00	0.00	0.00	1,182,800.00	0.00
TOTAL Revenues		1,190,400.00	25.25	264.59	1,190,135.41	0.02

Fund 411 - CAPITAL PROJECTS-2011 STREET PROGRAM:

TOTAL REVENUES		1,190,400.00	25.25	264.59	1,190,135.41	0.02
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Fund 466 - CAPITAL PROJECTS-BUILDING AUTH

Revenues						
INT	INTEREST & RENTS	850.00	0.00	849.88	0.12	99.99
OFS	OTHER FINANCING SOURCES	0.00	0.00	0.00	0.00	0.00
OTHER	OTHER REVENUE	0.00	14,164.60	14,164.60	(14,164.60)	100.00
STATE	STATE SOURCES	0.00	0.00	0.00	0.00	0.00
TOTAL Revenues		850.00	14,164.60	15,014.48	(14,164.48)	1,766.41

Fund 466 - CAPITAL PROJECTS-BUILDING AUTH:

TOTAL REVENUES		850.00	14,164.60	15,014.48	(14,164.48)	1,766.41
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Fund 494 - DDA CONSTRUCTION FUND

Revenues						
0	Unclassified	0.00	0.00	0.00	0.00	0.00
FED	FEDERAL GRANTS	0.00	0.00	0.00	0.00	0.00
INT	INTEREST & RENTS	0.00	5.57	68.09	(68.09)	100.00
OFS	OTHER FINANCING SOURCES	0.00	0.00	0.00	0.00	0.00
TOTAL Revenues		0.00	5.57	68.09	(68.09)	100.00
Fund 494 - DDA CONSTRUCTION FUND:						
TOTAL REVENUES		0.00	5.57	68.09	(68.09)	100.00



Fund 588 - TRANSPORTATION FUND

Revenues						
TAX	TAXES	58,875.00	87.98	61,170.03	(2,295.03)	103.90
TRNFRS	TRANSFERS	0.00	0.00	0.00	0.00	0.00
TOTAL Revenues		58,875.00	87.98	61,170.03	(2,295.03)	103.90
Fund 588 - TRANSPORTATION FUND:						
TOTAL REVENUES		58,875.00	87.98	61,170.03	(2,295.03)	103.90

Fund 590 - SEWER FUND

Revenues						
CHRGs	CHARGES FOR SERVICES	1,584,000.00	(779.99)	1,056,299.29	527,700.71	66.69
INT	INTEREST & RENTS	5,000.00	51.69	4,905.26	94.74	98.11
LIC	LICENSES & PERMITS	500.00	130.00	350.00	150.00	70.00
OFS	OTHER FINANCING SOURCES	0.00	0.00	0.00	0.00	0.00
OTHER	OTHER REVENUE	200.00	0.00	0.00	200.00	0.00
STATE	STATE SOURCES	0.00	0.00	0.00	0.00	0.00
TAX	TAXES	30,000.00	(4.40)	20,938.58	9,061.42	69.80
TOTAL Revenues		1,619,700.00	(602.70)	1,082,493.13	537,206.87	66.83
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Fund 590 - SEWER FUND:						
TOTAL REVENUES		1,619,700.00	(602.70)	1,082,493.13	537,206.87	66.83

Fund 591 - WATER FUND

Revenues						
0	Unclassified	0.00	0.00	0.00	0.00	0.00
CHRG	CHARGES FOR SERVICES	2,052,400.00	18,085.99	1,681,544.76	370,855.24	81.93
FED	FEDERAL GRANTS	0.00	0.00	0.00	0.00	0.00
INT	INTEREST & RENTS	5,000.00	62.31	691.31	4,308.69	13.83
LIC	LICENSES & PERMITS	1,000.00	90.00	20,561.00	(19,561.00)	2,056.10
OFS	OTHER FINANCING SOURCES	0.00	0.00	0.00	0.00	0.00
OTHER	OTHER REVENUE	21,600.00	220.00	10,893.99	10,706.01	50.44
STATE	STATE SOURCES	0.00	0.00	0.00	0.00	0.00
TAX	TAXES	35,000.00	(5.50)	27,423.93	7,576.07	78.35
TOTAL Revenues		2,115,000.00	18,452.80	1,741,114.99	373,885.01	82.32
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Fund 591 - WATER FUND:						
TOTAL REVENUES		2,115,000.00	18,452.80	1,741,114.99	373,885.01	82.32

Fund 599 - WASTEWATER FUND

Revenues						
CHRGs	CHARGES FOR SERVICES	1,518,000.00	135,595.11	1,247,095.10	270,904.90	82.15
INT	INTEREST & RENTS	8,000.00	113.92	6,123.12	1,876.88	76.54
OFS	OTHER FINANCING SOURCES	0.00	0.00	0.00	0.00	0.00
OTHER	OTHER REVENUE	2,000.00	71.88	6,766.42	(4,766.42)	338.32
TOTAL Revenues		1,528,000.00	135,780.91	1,259,984.64	268,015.36	82.46

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Fund 599 - WASTEWATER FUND:						
TOTAL REVENUES		1,528,000.00	135,780.91	1,259,984.64	268,015.36	82.46

Fund 661 - FLEET MAINTENANCE FUND

Revenues						
INT	INTEREST & RENTS	375,000.00	31,321.97	427,248.96	(52,248.96)	113.93
OFS	OTHER FINANCING SOURCES	600,000.00	0.00	0.00	600,000.00	0.00
OTHER	OTHER REVENUE	0.00	0.00	0.00	0.00	0.00
TOTAL Revenues		975,000.00	31,321.97	427,248.96	547,751.04	43.82
Fund 661 - FLEET MAINTENANCE FUND:						
TOTAL REVENUES		975,000.00	31,321.97	427,248.96	547,751.04	43.82

## EXPENDITURE REPORT FOR CITY OF OWOSSO

PERIOD ENDING 04/30/2013

% Fiscal Year Completed: 83.29

GL N DESCRIPTION	2012-13 AMENDED BUDGET	ACTIVITY FOR MONTH 04/30/2013	END BALANCE 04/30/2013	AVAILABLE BALANCE	% BDGT USED
Fund 101 - GENERAL FUND					
Expenditures					
Function: GENERAL SERVICES					
101 CITY COUNCIL	5,100.00	53.98	1,369.54	3,730.46	26.85
171 CITY MANAGER	127,175.00	9,078.62	94,489.64	32,685.36	74.30
201 FINANCE	137,725.00	12,754.94	117,887.78	19,837.22	85.60
209 ASSESSING	105,725.00	7,120.41	83,083.21	22,641.79	78.58
210 CITY ATTORNEY	115,000.00	3,578.47	93,798.64	21,201.36	81.56
215 CLERK	196,325.00	19,449.73	191,931.60	4,393.40	97.76
226 PERSONNEL	183,000.00	12,695.70	128,388.97	54,611.03	70.16
253 TREASURY	222,900.00	16,664.41	179,216.60	43,683.40	80.40
258 INFORMATION & TECHNOI	171,000.00	17,125.97	104,732.01	66,267.99	61.25
285 CABLE COMMISSION	4,500.00	0.00	0.00	4,500.00	0.00
299 GENERAL ADMIN	367,875.00	5,237.05	496,148.80	(128,273.80)	134.87
Total - Function GENERAL SERVI	1,636,325.00	103,759.28	1,491,046.79	145,278.21	91.12
Function: PUBLIC WORKS					
265 BUILDING & GROUNDS	142,950.00	9,142.40	120,680.45	22,269.55	84.42
441 PUBLIC WORKS	542,975.00	54,161.26	621,326.99	(78,351.99)	114.43
528 LEAF AND BRUSH COLLECT	158,400.00	3,287.34	157,169.50	1,230.50	99.22
585 PARKING	30,800.00	786.56	38,666.33	(7,866.33)	125.54
Total - Function PUBLIC WORKS	875,125.00	67,377.56	937,843.27	(62,718.27)	107.17
Function: PUBLIC SAFETY					
300 POLICE	1,708,475.00	121,309.91	1,359,024.67	349,450.33	79.55
335 FIRE	1,577,725.00	243,862.07	1,659,529.66	(81,804.66)	105.18
Total - Function PUBLIC SAFETY	3,286,200.00	365,171.98	3,018,554.33	267,645.67	91.86
Function: COMMUNITY DEVELOPMENT					
370 BUILDING AND SAFETY	148,650.00	9,466.02	103,322.47	45,327.53	69.51
728 COMMUNITY DEVELOPME	182,975.00	10,481.46	94,634.78	88,340.22	51.72
Total - Function COMMUNITY DI	331,625.00	19,947.48	197,957.25	133,667.75	59.69
Function: RECREATION					
756 PARKS	191,800.00	13,019.27	150,322.19	41,477.81	78.37
Total - Function RECREATION	191,800.00	13,019.27	150,322.19	41,477.81	78.37
Function: TRANSFERS					
966 TRANSFERS OUT	75,225.00	1,202.00	18,999.00	56,226.00	25.26
Total - Function TRANSFERS	75,225.00	1,202.00	18,999.00	56,226.00	25.26
TOTAL Expenditures	6,396,300.00	570,477.57	5,814,722.83	581,577.17	90.91

Fund 101 - GENERAL FUND:					
TOTAL EXPENDITURES	6,396,300.00	570,477.57	5,814,722.83	581,577.17	90.91

Fund 202 - MAJOR STREET FUND

Expenditures

Function: PUBLIC WORKS

451	CONSTRUCTION	173,550.00	0.00	141,946.62	31,603.38	81.79
463	STREET MAINTENANCE	144,525.00	8,662.12	59,059.46	85,465.54	40.86
473	BRIDGE MAINTENANCE	700.00	0.00	1,278.43	(578.43)	182.63
474	TRAFFIC SERVICES-MAINTENANCE	27,400.00	570.06	13,122.89	14,277.11	47.89
478	SNOW & ICE CONTROL	96,900.00	666.58	68,678.62	28,221.38	70.88
480	TREE TRIMMING	50,000.00	7,434.62	61,853.51	(11,853.51)	123.71
482	ADMINISTRATION & ENGINEERING	113,725.00	9,473.48	89,765.91	23,959.09	78.93
484	TRUNKLINE SUPERVISOR	4,150.00	0.00	3,048.56	1,101.44	73.46
485	LOCAL STREET TRANSFER	285,250.00	0.00	102,060.90	183,189.10	35.78
486	TRUNKLINE SURFACE MAINTENANCE	1,750.00	0.00	678.43	1,071.57	38.77
488	TRUNKLINE SWEEPING & FILL	2,000.00	0.00	1,427.86	572.14	71.39
490	TRUNKLINE TREE TRIMMING & REMOVAL	325.00	0.00	403.16	(78.16)	124.05
491	TRUNKLINE STORM DRAINAGE	1,500.00	71.59	571.31	928.69	38.09
492	TRUNKLINE ROADSIDE CLEANUP	250.00	60.80	100.20	149.80	40.08
494	TRUNKLINE TRAFFIC SIGNS	800.00	0.00	109.04	690.96	13.63
495	TRUNKLINE PAVEMENT MAINTENANCE	0.00	0.00	0.00	0.00	0.00
496	TRUNKLINE TRAFFIC SIGNALS	2,100.00	104.85	1,179.95	920.05	56.19
497	TRUNKLINE SNOW & ICE CONTROL	20,500.00	224.87	21,123.12	(623.12)	103.04
502	TRUNKLINE LEAVE & INSURE	5,325.00	0.00	5,126.60	198.40	96.27
Total - Function PUBLIC WORKS		930,750.00	27,268.97	571,534.57	359,215.43	61.41
TOTAL Expenditures		930,750.00	27,268.97	571,534.57	359,215.43	61.41
Fund 202 - MAJOR STREET FUND:						
TOTAL EXPENDITURES		930,750.00	27,268.97	571,534.57	359,215.43	61.41



Fund 203 - LOCAL STREET FUND

Expenditures

Function: PUBLIC WORKS

451	CONSTRUCTION	424,250.00	0.00	382,750.98	41,499.02	90.22
463	STREET MAINTENANCE	235,800.00	13,329.98	98,307.40	137,492.60	41.69
474	TRAFFIC SERVICES-MAINTENANCE	8,100.00	386.52	6,714.22	1,385.78	82.89
478	SNOW & ICE CONTROL	50,800.00	565.17	45,331.82	5,468.18	89.24
480	TREE TRIMMING	108,500.00	13,988.77	106,349.33	2,150.67	98.02
482	ADMINISTRATION & ENGINEERING	80,675.00	6,584.60	64,030.45	16,644.55	79.37
Total - Function PUBLIC WORKS		908,125.00	34,855.04	703,484.20	204,640.80	77.47

TOTAL Expenditures	908,125.00	34,855.04	703,484.20	204,640.80	77.47
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Fund 203 - LOCAL STREET FUND:

TOTAL EXPENDITURES	908,125.00	34,855.04	703,484.20	204,640.80	77.47
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Fund 273 - CDBG REVOLVING LOAN FUND

Expenditures

Function: GENERAL SERVICES

200 GEN SERVICES	70,000.00	0.00	659.00	69,341.00	0.94
Total - Function GENERAL SERVICES	70,000.00	0.00	659.00	69,341.00	0.94

Function: TRANSFERS

966 TRANSFERS OUT	0.00	0.00	0.00	0.00	0.00
Total - Function TRANSFERS	0.00	0.00	0.00	0.00	0.00

Function: CAPITAL OUTLAY

901 CAPITAL OUTLAY	20,000.00	0.00	0.00	20,000.00	0.00
Total - Function CAPITAL OUTLAY	20,000.00	0.00	0.00	20,000.00	0.00

TOTAL Expenditures	90,000.00	0.00	659.00	89,341.00	0.73
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Fund 273 - CDBG REVOLVING LOAN FUND:

TOTAL EXPENDITURES	90,000.00	0.00	659.00	89,341.00	0.73
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Fund 275 - HOUSING & REDEVELOPMENT

Expenditures

Function: CAPITAL OUTLAY

901 CAPITAL OUTLAY	0.00	0.00	0.00	0.00	0.00
Total - Function CAPITAL OUTLA	0.00	0.00	0.00	0.00	0.00

Function: OTHER

690 GENERAL SERVICES	282,950.00	48,390.51	273,742.16	9,207.84	96.75
Total - Function OTHER	282,950.00	48,390.51	273,742.16	9,207.84	96.75

TOTAL Expenditures	282,950.00	48,390.51	273,742.16	9,207.84	96.75
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Fund 275 - HOUSING & REDEVELOPMENT:

TOTAL EXPENDITURES	282,950.00	48,390.51	273,742.16	9,207.84	96.75
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Fund 283 - OBRA FUND-DISTRICT#3-CONAGRA

Expenditures

Function: CAPITAL OUTLAY

901 CAPITAL OUTLAY	700.00	0.00	0.00	700.00	0.00
Total - Function CAPITAL OUTLA	700.00	0.00	0.00	700.00	0.00

Function: OTHER

730 PROFESSIONAL SERVICES	750.00	0.00	0.00	750.00	0.00
Total - Function OTHER	750.00	0.00	0.00	750.00	0.00

Function: DEBT SERVICE

905 DEBT SERVICE	7,775.00	10,363.86	10,363.86	(2,588.86)	133.30
Total - Function DEBT SERVICE	7,775.00	10,363.86	10,363.86	(2,588.86)	133.30

Function: TAX REIMBURSEMENT

964 TAX REIMBURSEMENTS	1,250.00	1,147.42	1,147.42	102.58	91.79
Total - Function TAX REIMBURSE	1,250.00	1,147.42	1,147.42	102.58	91.79

TOTAL Expenditures	10,475.00	11,511.28	11,511.28	(1,036.28)	109.89
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Fund 283 - OBRA FUND-DISTRICT#3-CONAGRA:

TOTAL EXPENDITURES	10,475.00	11,511.28	11,511.28	(1,036.28)	109.89
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Fund 289 - OBRA:DISTRICT#9(ROBBIN'S LOFT)

Expenditures

Function: CAPITAL OUTLAY

901 CAPITAL OUTLAY	0.00	0.00	0.00	0.00	0.00
Total - Function CAPITAL OUTLA	0.00	0.00	0.00	0.00	0.00

Function: OTHER

730 PROFESSIONAL SERVICES	975.00	0.00	0.00	975.00	0.00
Total - Function OTHER	975.00	0.00	0.00	975.00	0.00

Function: TAX REIMBURSEMENT

964 TAX REIMBURSEMENTS	4,350.00	0.00	0.00	4,350.00	0.00
Total - Function TAX REIMBURSE	4,350.00	0.00	0.00	4,350.00	0.00

TOTAL Expenditures	5,325.00	0.00	0.00	5,325.00	0.00
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Fund 289 - OBRA:DISTRICT#9(ROBBIN'S LOFT):

TOTAL EXPENDITURES	5,325.00	0.00	0.00	5,325.00	0.00
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Fund 291 - OBRA FUND-DIST#11(CAPITOL BWL

Expenditures

Function: CAPITAL OUTLAY

901 CAPITAL OUTLAY	0.00	0.00	0.00	0.00	0.00
Total - Function CAPITAL OUTLA	0.00	0.00	0.00	0.00	0.00

Function: OTHER

730 PROFESSIONAL SERVICES	700.00	0.00	0.00	700.00	0.00
Total - Function OTHER	700.00	0.00	0.00	700.00	0.00

Function: DEBT SERVICE

905 DEBT SERVICE	2,850.00	0.00	0.00	2,850.00	0.00
Total - Function DEBT SERVICE	2,850.00	0.00	0.00	2,850.00	0.00

Function: TAX REIMBURSEMENT

964 TAX REIMBURSEMENTS	10,575.00	0.00	0.00	10,575.00	0.00
Total - Function TAX REIMBURSE	10,575.00	0.00	0.00	10,575.00	0.00

TOTAL Expenditures	14,125.00	0.00	0.00	14,125.00	0.00
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Fund 291 - OBRA FUND-DIST#11(CAPITOL BWL:

TOTAL EXPENDITURES	14,125.00	0.00	0.00	14,125.00	0.00
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Fund 292 - OBRA FUND-DIST#12(WOODARD LOFT

Expenditures

Function: CAPITAL OUTLAY

901 CAPITAL OUTLAY	0.00	0.00	0.00	0.00	0.00
Total - Function CAPITAL OUTLA	0.00	0.00	0.00	0.00	0.00

Function: OTHER

730 PROFESSIONAL SERVICES	1,000.00	1,000.00	1,000.00	0.00	100.00
Total - Function OTHER	1,000.00	1,000.00	1,000.00	0.00	100.00

Function: TAX REIMBURSEMENT

964 TAX REIMBURSEMENTS	30,100.00	30,519.91	30,519.91	(419.91)	101.40
Total - Function TAX REIMBURSE	30,100.00	30,519.91	30,519.91	(419.91)	101.40

TOTAL Expenditures	31,100.00	31,519.91	31,519.91	(419.91)	101.35
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Fund 292 - OBRA FUND-DIST#12(WOODARD LOFT:

TOTAL EXPENDITURES	31,100.00	31,519.91	31,519.91	(419.91)	101.35
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Fund 296 - DOWNTOWN DEVELOPMENT AUTHORITY

Expenditures

Function: GENERAL SERVICES

200	GEN SERVICES	65,850.00	0.00	(9,327.85)	75,177.85	(14.17)
695	ORGANIZATION	0.00	17,397.38	44,426.91	(44,426.91)	100.00
696	PROMOTION	20,300.00	0.00	13,483.13	6,816.87	66.42
697	DESIGN	10,550.00	456.30	37,695.31	(27,145.31)	357.30
698	ECONOMIC RESTRUCTURING	0.00	0.00	0.00	0.00	0.00
Total - Function GENERAL SERVICES		96,700.00	17,853.68	86,277.50	10,422.50	89.22

Function: TRANSFERS

966	TRANSFERS OUT	71,325.00	50,657.50	71,315.00	10.00	99.99
Total - Function TRANSFERS		71,325.00	50,657.50	71,315.00	10.00	99.99

Function: CAPITAL OUTLAY

901	CAPITAL OUTLAY	13,350.00	8,156.60	8,156.60	5,193.40	61.10
Total - Function CAPITAL OUTLAY		13,350.00	8,156.60	8,156.60	5,193.40	61.10

Function: DEBT SERVICE

905	DEBT SERVICE	15,025.00	15,014.48	15,014.48	10.52	99.93
Total - Function DEBT SERVICE		15,025.00	15,014.48	15,014.48	10.52	99.93

TOTAL Expenditures		196,400.00	91,682.26	180,763.58	15,636.42	92.04
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Fund 296 - DOWNTOWN DEVELOPMENT AUTHORITY:

TOTAL EXPENDITURES		196,400.00	91,682.26	180,763.58	15,636.42	92.04
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Fund 297 - HISTORICAL FUND

Expenditures

Function: OTHER

797	HISTORICAL COMMISSION	7,200.00	0.00	1,596.20	5,603.80	22.17
798	CASTLE	25,475.00	7,198.40	32,675.19	(7,200.19)	128.26
799	GOULD HOUSE	15,975.00	832.92	7,319.96	8,655.04	45.82
Total - Function OTHER		48,650.00	8,031.32	41,591.35	7,058.65	85.49
TOTAL Expenditures		48,650.00	8,031.32	41,591.35	7,058.65	85.49
Fund 297 - HISTORICAL FUND:						
TOTAL EXPENDITURES		48,650.00	8,031.32	41,591.35	7,058.65	85.49

Fund 325 - DEBT SERVICE-2010 GO BONDS

Expenditures

Function: DEBT SERVICE

905 DEBT SERVICE	58,000.00	18,886.25	57,952.50	47.50	99.92
Total - Function DEBT SERVICE	58,000.00	18,886.25	57,952.50	47.50	99.92

TOTAL Expenditures	58,000.00	18,886.25	57,952.50	47.50	99.92
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Fund 325 - DEBT SERVICE-2010 GO BONDS:

TOTAL EXPENDITURES	58,000.00	18,886.25	57,952.50	47.50	99.92
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Fund 327 - 2013 UTGO

Expenditures

Function: DEBT SERVICE

905 DEBT SERVICE	0.00	0.00	0.00	0.00	0.00
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Total - Function DEBT SERVICE	0.00	0.00	0.00	0.00	0.00
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TOTAL Expenditures	0.00	0.00	0.00	0.00	0.00
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Fund 327 - 2013 UTGO :					
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TOTAL EXPENDITURES	0.00	0.00	0.00	0.00	0.00
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Fund 397 - 2009 LTGO DEBT

Expenditures

Function: DEBT SERVICE

905 DEBT SERVICE	71,325.00	50,657.50	71,315.00	10.00	99.99
Total - Function DEBT SERVICE	71,325.00	50,657.50	71,315.00	10.00	99.99
TOTAL Expenditures	71,325.00	50,657.50	71,315.00	10.00	99.99
Fund 397 - 2009 LTGO DEBT:					
TOTAL EXPENDITURES	71,325.00	50,657.50	71,315.00	10.00	99.99

Fund 411 - CAPITAL PROJECTS-2011 STREET PROGRAM

Expenditures

Function: TRANSFERS

966 TRANSFERS OUT	364,150.00	0.00	0.00	364,150.00	0.00
Total - Function TRANSFERS	364,150.00	0.00	0.00	364,150.00	0.00

Function: CAPITAL OUTLAY

901 CAPITAL OUTLAY	30,000.00	0.00	59,348.47	(29,348.47)	197.83
Total - Function CAPITAL OUTLA	30,000.00	0.00	59,348.47	(29,348.47)	197.83

TOTAL Expenditures	394,150.00	0.00	59,348.47	334,801.53	15.06
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Fund 411 - CAPITAL PROJECTS-2011 STREET PROGRAM:

TOTAL EXPENDITURES	394,150.00	0.00	59,348.47	334,801.53	15.06
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Fund 466 - CAPITAL PROJECTS-BUILDING AUTH

Expenditures

Function: CAPITAL OUTLAY

901 CAPITAL OUTLAY	0.00	0.00	0.00	0.00	0.00
Total - Function CAPITAL OUTLA	0.00	0.00	0.00	0.00	0.00

TOTAL Expenditures	0.00	0.00	0.00	0.00	0.00
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Fund 466 - CAPITAL PROJECTS-BUILDING AUTH:

TOTAL EXPENDITURES	0.00	0.00	0.00	0.00	0.00
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Fund 494 - DDA CONSTRUCTION FUND

Expenditures

Function: GENERAL SERVICES

270 ADMINISTRATIVE	0.00	0.00	0.00	0.00	0.00
Total - Function GENERAL SERVICES	0.00	0.00	0.00	0.00	0.00

Function: TRANSFERS

966 TRANSFERS OUT	0.00	0.00	0.00	0.00	0.00
Total - Function TRANSFERS	0.00	0.00	0.00	0.00	0.00

Function: CAPITAL OUTLAY

901 CAPITAL OUTLAY	0.00	0.00	18,344.70	(18,344.70)	100.00
Total - Function CAPITAL OUTLAY	0.00	0.00	18,344.70	(18,344.70)	100.00

TOTAL Expenditures	0.00	0.00	18,344.70	(18,344.70)	100.00
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Fund 494 - DDA CONSTRUCTION FUND:

TOTAL EXPENDITURES	0.00	0.00	18,344.70	(18,344.70)	100.00
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Fund 588 - TRANSPORTATION FUND

Expenditures

Function: GENERAL SERVICES

200 GEN SERVICES	58,875.00	8.75	57,494.77	1,380.23	97.66
Total - Function GENERAL SERVICES	58,875.00	8.75	57,494.77	1,380.23	97.66

TOTAL Expenditures	58,875.00	8.75	57,494.77	1,380.23	97.66
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Fund 588 - TRANSPORTATION FUND:

TOTAL EXPENDITURES	58,875.00	8.75	57,494.77	1,380.23	97.66
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Fund 590 - SEWER FUND

Expenditures

Function: GENERAL SERVICES

200 GEN SERVICES	1,153,100.00	106,721.35	944,488.72	208,611.28	81.91
Total - Function GENERAL SERVICES	1,153,100.00	106,721.35	944,488.72	208,611.28	81.91

Function: PUBLIC WORKS

549 SEWER OPERATIONS	335,300.00	12,975.98	114,014.32	221,285.68	34.00
Total - Function PUBLIC WORKS	335,300.00	12,975.98	114,014.32	221,285.68	34.00

Function: CAPITAL OUTLAY

901 CAPITAL OUTLAY	150,000.00	0.00	0.00	150,000.00	0.00
Total - Function CAPITAL OUTLAY	150,000.00	0.00	0.00	150,000.00	0.00

Function: DEBT SERVICE

905 DEBT SERVICE	47,000.00	0.00	46,919.66	80.34	99.83
Total - Function DEBT SERVICE	47,000.00	0.00	46,919.66	80.34	99.83

TOTAL Expenditures	1,685,400.00	119,697.33	1,105,422.70	579,977.30	65.59
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Fund 590 - SEWER FUND:

TOTAL EXPENDITURES	1,685,400.00	119,697.33	1,105,422.70	579,977.30	65.59
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Fund 591 - WATER FUND

Expenditures

Function: GENERAL SERVICES

200 GEN SERVICES	324,700.00	22,073.94	252,312.82	72,387.18	77.71
Total - Function GENERAL SERVICES	324,700.00	22,073.94	252,312.82	72,387.18	77.71

Function: PUBLIC WORKS

552 WATER UNDERGROUND	649,300.00	47,044.38	435,113.68	214,186.32	67.01
553 WATER FILTRATION	995,000.00	51,581.68	549,089.99	445,910.01	55.18
Total - Function PUBLIC WORKS	1,644,300.00	98,626.06	984,203.67	660,096.33	59.86

Function: CAPITAL OUTLAY

901 CAPITAL OUTLAY	400,000.00	0.00	103,001.14	296,998.86	25.75
Total - Function CAPITAL OUTLAY	400,000.00	0.00	103,001.14	296,998.86	25.75

Function: DEBT SERVICE

905 DEBT SERVICE	385,600.00	55,031.25	344,887.19	40,712.81	89.44
Total - Function DEBT SERVICE	385,600.00	55,031.25	344,887.19	40,712.81	89.44

TOTAL Expenditures	2,754,600.00	175,731.25	1,684,404.82	1,070,195.18	61.15
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Fund 591 - WATER FUND:

TOTAL EXPENDITURES	2,754,600.00	175,731.25	1,684,404.82	1,070,195.18	61.15
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Fund 599 - WASTEWATER FUND

Expenditures

Function: PUBLIC WORKS

548 WASTEWATER OPERATION	1,516,000.00	93,886.05	1,007,512.82	508,487.18	66.46
Total - Function PUBLIC WORKS	1,516,000.00	93,886.05	1,007,512.82	508,487.18	66.46

Function: CAPITAL OUTLAY

901 CAPITAL OUTLAY	400,000.00	0.00	57,163.90	342,836.10	14.29
Total - Function CAPITAL OUTLA	400,000.00	0.00	57,163.90	342,836.10	14.29

Function: DEBT SERVICE

905 DEBT SERVICE	0.00	0.00	0.00	0.00	0.00
Total - Function DEBT SERVICE	0.00	0.00	0.00	0.00	0.00

TOTAL Expenditures	1,916,000.00	93,886.05	1,064,676.72	851,323.28	55.57
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Fund 599 - WASTEWATER FUND:

TOTAL EXPENDITURES	1,916,000.00	93,886.05	1,064,676.72	851,323.28	55.57
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Fund 661 - FLEET MAINTENANCE FUND

Expenditures

Function: CAPITAL OUTLAY

901 CAPITAL OUTLAY	555,000.00	0.00	15,400.00	539,600.00	2.77
Total - Function CAPITAL OUTLA	555,000.00	0.00	15,400.00	539,600.00	2.77

Function: OTHER

891 FLEET MAINTENANCE	420,000.00	14,156.75	225,390.98	194,609.02	53.66
Total - Function OTHER	420,000.00	14,156.75	225,390.98	194,609.02	53.66

TOTAL Expenditures	975,000.00	14,156.75	240,790.98	734,209.02	24.70
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Fund 661 - FLEET MAINTENANCE FUND:

TOTAL EXPENDITURES	975,000.00	14,156.75	240,790.98	734,209.02	24.70
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REGULAR MEETING MINUTES  
OWOSSO DDA / MAIN STREET  
Council Chambers, City Hall  
May 1, 2013 – 7:30 am.

MEETING CALLED TO ORDER at 7:35 a.m. by Chairman Dave Acton.

ROLL CALL was taken by Secretary Alaina Kraus.

MEMBERS PRESENT: Chairman Dave Acton; Authority Members Dawn Gonyou, Bill Gilbert and Lance Omer; Secretary Alaina Kraus; Treasurer James Demis

MEMBERS ABSENT: Authority Member Ben Frederick

OTHERS PRESENT: Heather Rivard, DDA / Owosso Main Street Manager; Jackie Leone, Press; Adam Zettel, DDA Director.

AGENDA:

MOTION BY AUTHORITY MEMBER GILBERT, SUPPORTED BY AUTHORITY MEMBER GONYOU TO APPROVE THE AGENDA FOR MAY 1, 2013.

YEAS ALL. MOTION CARRIED.

MINUTES:

MOTION BY AUTHORITY MEMBER GILBERT, SUPPORTED BY AUTHORITY MEMBER OMER TO APPROVE THE MINUTES FOR THE MEETING OF MARCH 27, 2013.

YEAS ALL. MOTION CARRIED.

PUBLIC / BOARD / STAFF COMMENTS:

None

COMMITTEE UPDATES

1. Design – Authority Member Bill Gilbert

Current projects are flowerbeds, hanging baskets and newly approved downtown walking tour of the flowerbeds. Fundraising has been going well on the walking tour. May 18<sup>th</sup> is the volunteer work day when 90% of the beds will be planted. The Tuesday and Wednesday after Memorial Day hanging baskets will be hung.

2. Promotion – Chairman Acton

The Farmer's Market is now a separate entity, but every Saturday during market there will be a location on Exchange and Ball (123 W Exchange) where people will be able to get Main Street information. It will be a combination of information, recruitment and idea sharing.

Also, the Art Walk is coming together for September as well as Owossopalooza. There is a good possibility that there will be a Cook Family Fellow working with Art Walk over the summer.

### 3. Organization – Chairman Acton

There are 30-60 new volunteers that will be deployed throughout the workplans that came about through offering hours to International Baccalaureate students. Student pairs will be paired with an existing workplans or have the opportunity to create a new workplan according to workplan guidelines.

### 4. Economic Restructuring – Authority Member Lance Omer

The committee is reviewing contracts for the Market Study.

#### ITEMS OF BUSINESS:

##### 1. CHECK REGISTER APPROVAL.

The Deana benefits line item was the last payment invoiced to Owosso Main Street to close out repayment of manager benefits to the city.

	<u>Num</u>	<u>Date</u>	<u>Name</u>	<u>Memo</u>	<u>Account</u>	<u>Paid Amount</u>
	1796	03/29/2013	Heather Rivard		Owosso Main Street Checking	
	1796	03/29/2013			296-695- 999.101 MANAGER WAGES	-1,384.61
TOTAL						-1,384.61
	1797	03/29/2013	Heather Rivard		Owosso Main Street Checking	
	1797	03/29/2013			296-695- 999.101 MANAGER WAGES	-1,384.61
TOTAL						-1,384.61
	1798	03/29/2013	City of Owosso		Owosso Main Street Checking	
	1798	03/14/2013		electric repair	296-697- 831.000 MAINTENANCE	-114.60
TOTAL						-114.60
	1799	03/29/2013	City of Owosso		Owosso Main Street Checking	
	1799	03/22/2013			296-901- 965.730	-8,156.60

					CAPITOL BOWL	<u>-8,156.60</u>
TOTAL						
	1800	03/29/2013	City of Owosso	VOID:	Owosso Main Street Checking	
TOTAL						0.00
	1801	03/29/2013	City of Owosso		Owosso Main Street Checking	
	1801	01/03/2013			296-905-980.991 HOTEL PRINCIPAL	- <u>15,014.48</u>
TOTAL						- 15,014.48
	1802	03/29/2013	City of Owosso		Owosso Main Street Checking	
	1802	12/11/2012		Deana benefits	296-695-999.101 MANAGER WAGES	- <u>-9,327.85</u>
TOTAL						-9,327.85
	1803	03/29/2013	DayStarr Communication		Owosso Main Street Checking	
	1803	03/12/2013		phone forwarding	296-695-728.000 OPER SUPPLIES	- <u>-15.70</u>
TOTAL						-15.70
	1804	03/29/2013	Rehmann Robson		Owosso Main Street Checking	
	1804	02/06/2013		audit costs	296-695-728.000 OPER SUPPLIES	- <u>-3,900.00</u>
TOTAL						-3,900.00
	1805	03/29/2013	City of Owosso		Owosso Main Street Checking	
	1805	03/15/2013		sidewalk fund	296-905-980.991 HOTEL	- <u>50,657.50</u>

			principle payment	PRINCIPAL	
					<hr/>
TOTAL					50,657.50
	1806	04/23/2013	Lorraine Weckwert	VOID:	Owosso Main Street Checking
TOTAL					0.00

MOTION BY AUTHORITY MEMBER GONYOU, SUPPORTED BY AUTHORITY MEMBER KRAUS TO APPROVE THE CHECK REGISTER FOR APRIL 2013 AS PRESENTED. YEAS ALL. MOTION CARRIED.

## 2. BUDGET REPORT.

## 3. MARKET STUDY CONTRACT

The Market Study Contract has been signed and is ready to go out. There will be changes throughout the document to bring terminology in line with reflecting the organization and supporters of the contract.

MOTION BY AUTHORITY MEMBER DEMIS, SUPPORTED BY AUTHORITY MEMBER KRAUS TO APPROVE THE MARKET STUDY CONTRACT WITH ADJUSTMENTS TO TERMINOLOGY PER THE COMMITTEE. YEAS ALL. MOTION CARRIED.

## 4. SPECIALIST DAYS

MMS has restructured the way that their specialists work so that the work is more explicit equaling a day of training with each specialist throughout the year. These days will all be in May, which will be our training month. These trainings will take place during our committee meetings.

## 5. MANAGER RECRUITMENT UPDATE

Interviews are starting this week and plan to gather together to choose a candidate on Friday assuming that interviews go well. There were over 30 applicants for the position.

## 6. NATIONAL CONFERENCE REPORT

There was so much content that Dave is going to write-up his thoughts and recommendations.

He shared several top thoughts included parking being a strategic plan with graduated pricing by locations. Another was that vital downtowns have walkable downtowns, outdoor seating and further information detailed in a book which Acton has ordered. The last thought was of task teams over committees where the



committee works with specific workplan groups instead of trying to do everything together.

Next year's conference is May 18-21 in Detroit, MI, and they are looking for Main Street Communities to visit.

**PUBLIC / BOARD / STAFF COMMENTS:**

Adam Zettel hopes to do a pilot of the parklets with one of the downtown businesses and see how it goes then move forward accordingly.

Façade grant is in full submission and waiting to hear back from the state on whether we got the grant or not.

Rental rehabs are in progress downtown in four units.

**MOTION MADE BY AUTHORITY MEMBER GILBERT, SUPPORTED BY AUTHORITY MEMBER DEMIS TO ADJOURN AT 8:26 AM.  
YEAS ALL. MOTION CARRIED.**

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Alaina Kraus, Secretary

Minutes of the **May 13, 2013**, regular meeting  
of the **Owosso Historical Commission** held  
at the Curwood Castle, 7:00 p.m.

Members Present: City Treasurer Ronald Tobey, Chairman Michael Erfourth, and members Shaffer Fox, Elaine Greenway, Lorraine Weckwert and Gary Wilson

Members Absent: Joni Forster, Paul Heimnick, Scott Newman and Don Schneider

Guests Present: Amanda Wetzel

The meeting was called to order at 7:06 p.m. by Chairman Erfourth.

Motion to adopt proposed agenda made by Wilson, supported by Fox and approved after the addition to old business for Curwood painting funding, painting appraisals and under new business: Friends of the River, budget, visit to city council and Castle floor refinishing.

Citizen Comments: none

Motion by Weckwert to accept and place on file the minutes of the April 8, 2013, regular meeting after correction that the Baptists are celebrating a 175<sup>th</sup> anniversary rather than 150<sup>th</sup> and clarification that Forster had authorization to buy souvenir items for Curwood Castle. Supported by Greenway and carried.

Amanda Wetzel was introduced to the group. She is in a graduate course in historical preservation and museum work at Eastern Michigan University. Amanda has volunteered to assist the commission in improving our archives and displays. Her recommendation for Curwood Castle is to recreate the main floor as Curwood would have had it, the top level as a historical center and the lower level as a media center. She commented that display panels can be expensive. She also noted that something should be done to create interest at the castle for small children. The idea of a theme such as conservation was also verbalized. Wetzel noted she would request mileage to come to the castle on weekends from Ypsilanti. Motion by Wilson to welcome Amanda and accept her offer of volunteer work and to reimburse mileage from Ypsilanti at the city prevailing rate. Second offered by Weckwert and motion carried. Wetzel was instructed that her project suggestions would be evaluated with the costs to determine if the Historical Commission would proceed.

Members were presented the March and April 2013 financial reports, with expense identification a part of discussion. Motion by Wilson to approve report, supported by Greenway and carried with dissent from Weckwert.

CultureFest2013 will commence 5-17 with a youth group at the Castle from 4-5 p.m. Mitch will do the evening activity from 7-9. Elaine and Mike volunteered to set up chairs at 2, and it was agreed that Mike would offer remarks at the evening event.

Home Tour 2013 reported a general public meeting will be held May 20<sup>th</sup> at 7 p.m. at the Gould House.

Motion by Wilson to sell the donated train sets at Curwood Castle. Support given by Fox and carried.

The potential donor to help the commission purchase the Curwood commissioned painting has agreed to provide funding.

Members discussed the lack of progress with the appraisal of Curwood paintings already held by the commission.

Members agreed by consensus to hold the remainder of 2013 meetings at Curwood Castle rather than the Gould House.

Chairman Erfourth again relayed the information that the budget proposal to council includes a \$20,000 tax assessment for a historical properties director. The outcome of this proposal is unknown at this time.

Weckwert informed the group of a bid received by a Lansing firm for floor refinishing and repairs at the Castle. The proposal included repair of wood trim with stain and water based varnish. It was noted there would be a guarantee of the work. Wilson suggested some references should be consulted. Motion by Weckwert to request the city have the floors refinished per this bid. Support was given by Greenway and motion carried.

Chairman Erfourth will be cleaning the cabin and asked for help on the project May 17.

Meeting adjourned at 8:43 p.m. by consensus.

Respectfully submitted,  
Ronald J. Tobey  
Secretary/Treasurer

MINUTES FOR THE REGULAR MEETING  
**DOWNTOWN HISTORIC DISTRICT COMMISSION**  
MAY 22, 2013 at 6:00 p.m.  
COUNCIL CHAMBERS / CITY HALL

**MEETING WAS CALLED TO ORDER** at 6:01 p.m. by Chairperson Newman.

**ROLL CALL** was taken by Recording Secretary Marty Stinson

**MEMBERS PRESENT:** Chairperson Scott Newman; Vice-Chairperson Vincent Gonyou; Commissioners James Eaton; Lance Omer; and Gary Wilson.

**MEMBERS ABSENT:** Secretary Philip Hathaway and Commissioner Matthew Van Epps.

**OTHERS PRESENT:** Ms. Sarah Warren-Riley, Housing Program Manager; Mr. Adam Zettel, Assistant City Manager and Director of Community Development; Montell Thompson, Builder for The Public House, 112 N. Washington Street; Jim Civile, Owner of 122 N. Washington / 106 E. Exchange Street apartments; Debra Johnson, Owner of 205-207 W. Main Street.

**AGENDA APPROVAL:** Motion by Commissioner Omer, supported by Commissioner Wilson to approve the agenda for May 22, 2013 with the addition of a request for an awning over the entrance to 106 E. Exchange; and a memo from Dave and Dianne Acton regarding 119 W. Exchange – update on the door and sign.

**Yeas:** All. Motion was passed.

**MINUTES APPROVAL:** Motion by Commissioner Eaton, supported by Commissioner Gonyou to approve the minutes for the meeting of March 20, 2013 with the deletion of the words (tabled from last meeting) from Business Item # 1.

**Yeas:** All. Motion was passed.

**COMMUNICATIONS:**

- 1) Staff Memorandum
- 2) Meeting minutes of March 20, 2013

**PUBLIC COMMENTS:** None.

**PUBLIC HEARINGS:** None.

**ITEMS OF BUSINESS:**

- 1) 224 N. Ball Street – Door replacement application

No one was in attendance representing this address. No discussion occurred and no action taken.

- 2) 112 N. Washington Street – Façade Improvement application

Mr. Montell Thompson noted that he plans to change the windows and make them taller by removing the wood and aluminum that is currently there. They also plan to paint the building grey.

Chairman Scott Newman noted the building is an 1850's Greek Revival. He asked Mr. Thompson if he would consider an infill of brick. Discussion about the second floor windows with the results that the replacement windows will be taller with sills; brick will be used to infill the open spaces; and the non-residential windows will not need to be functional and will be constructed in a manner that gives the illusion of double-hung windows.

**Motion by Commissioner Eaton, supported by Commissioner Wilson, the Owosso Downtown Historic District Commission, finding that the proposed facade improvements at 112 N. Washington**

*Draft*

**St. meet all the Secretary of the Interior's Standards, as well as local standards, hereby directs staff to issue a certificate of appropriateness for the work and building permit application as applied for and illustrated, conditioned upon the following:**

- 1. That stone sills will be installed.**
- 2. Brick will be used to infill the open spaces.**
- 3. The non-functioning windows will be constructed in a manner that gives the illusion of double-hung windows.**

**Yeas: All. Motion was passed.**

**3) 205-207 W. Main Street – Façade Improvement application**

Chairman Newman noted this was a non-contributing structure. Mrs. Debra Johnson, building owner, stated that she plans to remove the shake shingles on the façade on 205 W. Main and replace them with scalloped asphalt shingles. They will replace the door at 207; the T-111 siding is staying, but would be painted; and an awning would be installed on 207 W. Main St.

**Motion by Commissioner Wilson, supported by Commissioner Eaton, that the Owosso Downtown Historic District Commission, finding that the building at 205-207 W. Main Street is a non-contributing structure and the work is inappropriate to the historic district but will not detract from the district, hereby directs staff to issue a Notice to Proceed for the work and building permit application as applied for and illustrated, conditioned upon the following:**

- 1. Replacement of existing wood shingles on 205 W. Main Street with asphalt shingles.**
- 2. Painting of facades.**
- 3. Replacement of the door at 207 W. Main Street with a full light door of wood construction.**
- 4. Installation of an awning on 207 S. Main Street.**

**Yeas: All. Motion was passed.**

**4) 122 N. Washington Street / 106 E. Exchange Street - Awning application.**

Mr. Jim Civile proposed an awning to be placed over the door and mailboxes for the entry to 106 W. Exchange Street. This awning will be made by the same company and match the awning that is already on the front of the building at 122 N. Washington.

**Motion by Commissioner Eaton, supported by Commissioner Van Epps, that the Owosso Downtown Historic District Commission, finding that the proposed awning is inappropriate to the historic district but is necessary for weather protection for tenants and the proposed work is compatible with the existing building features, at 122 N. Washington St. / 106 E. Exchange St. hereby directs staff to issue a Notice to Proceed for the work and building permit application as applied for.**

**Yeas: All. Motion was passed.**

**BOARD COMMENTS:**

Chairman Newman noted that still no one was present regarding 224 N. Ball Street. Commissioner Eaton felt the issued was resolved. If anything is to be done, someone needs to be in attendance to make their case.

Discussion continued about relying more heavily on the Secretary of Standards and less on personal preferences.

Chairman Newman verbally tendered his resignation due to being burned out as he is also serving on another board. It has been a pleasure to serve on this board.

**Motion by Commissioner Eaton to regretfully accept Chairman Scott Newman's resignation even though we are going to really miss you, Scott. Commissioner Wilson seconded the motion.**

**Yeas All. Motion was passed.**

Mr. Newman said he would be happy to help at anytime.

Mr. Newman noted there was a memo from Dave and Dianne Acton regarding 119 W. Exchange Street, updating the board on the status of their sign with an anticipated completion date of June 15; and the door with anticipated completion of July 15.

Mr. Adam Zettel commented that he recognized that we are falling short, but he and Ms. Warren-Riley are in the process of getting someone to build an awareness and educational plan to pass the torch to Owosso Main Street to promote and educate and build a culture of historic preservation in the downtown. Mr. Zettel is looking to get the community certified through SHPO, but they require an architect, an historical architect, or an historian as per SHPO's qualifications.

Discussion followed about asking Mr. Newman to stay on the board after all. Commissioner Eaton sees Mr. Newman as the conscience of the group. Commissioner Wilson thinks the steps that Mr. Zettel and Ms. Warren-Riley are making are very progressive. Discussion continued in an attempt to encourage Mr. Newman to stay on. We have to look at the buildings in five to ten years. Things are happening and we need to channel the funding. We care about the rules and the process and want to see less room for personal judgment.

Mr. Newman agreed to stay on the commission.

**Motion by Commissioner Omer, supported by Commissioner Eaton to reinstatement Scott Newman as Chairman of the Downtown Historic District Commission.  
Yeas All. Motion was passed.**

7:18 p.m. Commissioner Omer left the meeting.

**ADJOURNMENT:**

**Motion by Commissioner Eaton, supported by Commissioner Gonyou to adjourn the meeting at 7:20 p.m. until June 19, 2013.  
Yeas all. Motion carried.**

mms

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Phil Hathaway, Secretary